

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
February 11, 2020**

The regular meeting of the Geauga Park District Board was held February 11, 2020 at the Meyer Center at Big Creek Park, Chardon, OH. The meeting was called to order at 8:42 a.m. Commissioners Howard Bates, Jackie Dottore, and Pat Preston were present.

Mr. Bates called the meeting to order. The Pledge of Allegiance was recited.

Park District Employees	GUESTS
John Oros, Executive Director	See EXHIBIT "A" attached
Matt McCue, Director of Planning & Operations	
Gloria Freno, Finance Manager	
Dennis Sloan, Lt. Ranger	
Christine Ward, HR Coordinator	
Sheryl Hatridge, Administrative Services Manager	
Todd Hicks, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called the roll.

APPROVAL OF THE AGENDA

Mr. Bates made a motion to approve the agenda. Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 3-0.

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

ADOPTION OF THE MINUTES

The Board was presented with the minutes from the January 14, 2020 Regular Board meeting.

Mrs. Dottore made a motion to approve the January 14, 2020 Board Meeting minutes.

Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Bates	Yes
Mr. Preston	Yes
Mrs. Dottore	Yes

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided the January 2020 Financial Statement.

Geauga Park District
**FINANCIAL STATEMENT MONTH ENDED
Jan 31 2020
GENERAL FUND**

BEGINNING FUND BALANCE JANUARY 1, 2020	4,702,184.07
PERSONNEL EXPENDITURES	
Salaries	\$298,321.66
Medicare	\$4,250.53
Hospitalization January premium - will post in February	\$0.00
OPERS December 2019	\$28,516.19
VOUCHERS	\$331,088.38
- Contract Services	\$61,690.35
- Supplies	\$14,828.59
- Materials	\$7,507.58

- Equipment	\$1,542.34	
- Other	\$5,397.77	
- Travel	\$30.16	
- Advertising	\$6,454.00	\$97,450.79
EXPENDITURES & OTHER USES		\$428,539.17

REVENUES & OTHER SOURCES		
<i>Interest - January - 2020</i>	\$7,792.51	
<u>General Tax Collections</u>		
- Local Government Funds (\$7,723.24 posted in error - \$289.10 correction)	\$7,434.14	
- Local Government Funds		
<u>Gifts & Donations</u>		
- Junction Auto - \$500.00 Caveman Crawl Sponsorship	\$500.00	
<u>Fees</u>		
- Camping	\$900.00	
- Facilities	\$24,360.00	
- Utilities	\$2,150.00	
- Programs / Workshops	\$849.00	
<u>Sales - TWW - \$4,332.14, MC - \$29.01</u>	\$4,361.15	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar	\$325.00	
- Chickagami House Rent - Kolar	\$400.00	
- Recycling proceeds - 487.64	\$487.64	
- Rick Briggs - Agricultural lease Hart & Abela property	\$657.00	
- James Marsic Agricultural lease - Observatory property	\$428.00	
- James Soltis Agricultural lease - Farley property	\$656.00	
- Surplus property - \$100.00 R.McInnis floating mat	\$100.00	
- Surplus property - \$40.00 B.Dujanovic tape recorder /player	\$40.00	
- Surplus property - \$105.00 R.Campanella projector / tape recorder	\$105.00	
- Surplus property - \$5,150.00 D.Shroyer - Ford Explorer	\$5,150.00	
REVENUES & OTHER SOURCES		\$56,695.44

ENDING FUND BALANCE AS OF JANUARY 31, 2020	4,330,340.34
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LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE JANUARY 1, 2020	834,503.07
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EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services	\$22,918.54	
- Project Contracts	\$20,889.97	
EXPENDITURES & OTHER USES		43,808.51

REVENUES & OTHER SOURCES		
<i>- Interest - January 2020</i>	\$1,419.96	
<i>- Other - Royalties/In-Lieu Fees</i>		
- Ford-Windsor - \$68.54 Sunnybrook - Kapel - \$4.80	\$73.34	
- EPA - Griswold Creek Restoration FFY-17	\$26,076.50	
REVENUES & OTHER SOURCES		\$27,569.80

ENDING FUND BALANCE AS OF JANUARY 31, 2020	818,264.36
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RETIREMENT RESERVE ACCOUNT

BEGINNING FUND BALANCE JANUARY 1, 2020	58,807.29
REVENUES & OTHER SOURCES	
<i>Interest - January 2020</i>	\$93.67
REVENUES & OTHER SOURCES	93.67
ENDING FUND BALANCE AS OF JANUARY 31, 2020	58,900.96

PARK CAPITAL RESERVE ACCOUNT

BEGINNING FUND BALANCE JANUARY 1, 2020	479,386.20
EXPENDITURES & OTHER USES	
Vouchers	
- Contract Services	
EXPENDITURES & OTHER USES	\$0.00
REVENUES & OTHER SOURCES	
<i>Interest - January 2020</i>	\$763.57
REVENUES & OTHER SOURCES	763.57
ENDING FUND BALANCE AS OF JANUARY 31, 2020	480,149.77

K-9 FUND

BEGINNING FUND BALANCE JANUARY 1, 2020	1,534.50
REVENUES & OTHER SOURCES	
<i>Donations</i>	
- Edward Carol - \$75.00	\$75.00
REVENUES & OTHER SOURCES	\$75.00
EXPENDITURES & OTHER USES	
Vouchers	
- Other K-9 Expenses	
EXPENDITURES & OTHER USES	-
ENDING FUND BALANCE AS OF JANUARY 31, 2020	1,609.50

PRESENTATION OF VOUCHERS

Mrs. Dottore inquired about the timing of the payment for Griswold Creek restoration done in 2017 and Mr. McCue explained that 10% was held back until everything was completed. Mrs. Dottore asked if the annual services and subscriptions total is \$22,000 per year, Mr. Oros responded that the AutoCAD fee shown is a 3 year cost. Mr. Oros stated he will ask Mr. Lombardy to provide a recap of all software costs. Mrs. Dottore asked about profit from maple syrup or if it breaks even. Mr. Oros responded the park district sells at a slightly higher price so as not to compete with local producers. Mr. Bates inquired about the fees for processing credit card payments. Mrs. Freno said the fees with Merchant Services run between 7-10%. The board agreed this is too high and the park needs to look into using a different card processor. Mrs. Dottore mentioned the fee could be passed on to the customer also.

Mrs. Dottore made a motion to approve the January 2020 paid vouchers. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 2-1 abstained:

Mr. Preston	Abstained
Mrs. Dottore	Yes

Mr. Bates

Yes

OLD BUSINESS

PARK PLANNING

Mr. Oros presented an updated park spreadsheet, the life of a park planning project with a summary outline, an update from the park biologist and a memo from Mr. McCue outlining the 5 year plan for park capital improvements. Mr. Pira explained that in 2014 he used a GIS program along with 2012-2013 data from the Lake Erie Alleghany Partnership so he will revisit that information to update the data. He said 80-90% was unmanaged natural areas. Mrs. Dottore mentioned it would be nice for the board to see this information again. Mrs. Dottore noted something to consider with the list of parks provided, is if there has been thought given to make them accessible with aggregate parking, and benches for viewing like Woodin Rd. She said this could be a minimal, in-house job. Mr. Oros responded the 5 year plan is structured around available resources, which includes maintenance standards and combining parks that are not yet accessible to the public such as Welton’s Gorge and Veteran’s Legacy, while at the same time prioritizing the infrastructure that needs attention such as Swine Creek Lodge. Mrs. Dottore stated she doesn’t want to see properties sitting for 20 years and nothing is done. She mentioned that to make a few parking spaces and picnic tables should be minimal cost and even 5 years out we should have 1 or 2 of these spots open. Mr. McCue said we have opened a park a year on average in the past eleven years. He said planning has been looking at older parks, aging infrastructure, signage, and many amenities including waste receptacles. He mentioned we could look at some other properties with items such as fencing that is falling down, and prioritize while working with the park biologist. Mr. McCue explained access will depend on what is allowable and the size of the property, along with resources available. Mrs. Dottore asked to see the park spreadsheet list updated with what year the property was acquired, which have zero access, and which are not restricted in any way. Mr. Oros mentioned there are some without restrictions, however they are not necessarily accessible for other reasons such as Beaver Creek, which is mostly under water. Mrs. Dottore replied she is not trying to open every single piece of property the park has, but would like to understand why some are not open. Mr. Preston added he thinks it is appropriate to reinvest in what the park already has and he feels the park is on the right track, and upkeep is necessary.

NEW BUSINESS

PLANNING & OPERATIONS UPDATE

Mr. McCue explained the Welton’s Gorge project will be coming up, along with a few smaller projects. He said Mr. Pira is working on a few grant applications.

WELTON’S GORGE CONTRACT AWARD

Mr. Oros presented a request to approve the bid from Zerbe Construction for the Welton’s Gorge property improvements. Mrs. Dottore inquired whether we have used them previously and were happy with them, and Mr. McCue replied they did the Frohring Meadows project and the overlook at Sunnybrook. He said they both went well with no issues, and this is the lowest bid. Mr. Oros mentioned there were 14 bidders on the project.

Mr. Bates made a motion to accept the award recommendation to approve the bid from Zerbe Construction for Welton’s Gorge property improvements, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mrs. Dottore	Yes
Mr. Preston	Yes
Mr. Bates	Yes

RESOLUTION NO. 3-20 – CASH TRANSFER

Mr. Oros presented a request for a cash transfer to move funds from the General Fund to the Land Improvement Fund and Retirement Reserve Fund. Mrs. Dottore asked if approximately the same amount was transferred into the retirement fund last year and Mrs. Freno replied yes.

Mrs. Dottore made a motion to approve the cash transfer, Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mrs. Dottore	Yes
Mr. Preston	Yes
Mr. Bates	Yes

SURPLUS PROPERTY

Mr. Oros presented a request for surplus property for items to be scrapped, traded in and sent to auction.

Mrs. Dottore made a motion to approve the items as surplus property, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

COMMISSIONER’S TIME

Mr. Oros informed the board he attended the OPRA conference and said it was a gratifying experience. He pointed out two park district photos hanging on the wall were chosen for the show and made into banners. He said he accepted the 2nd place award for Holbrook Hollows, and received congratulations for the passage of the park levy.

Mr. Oros reported Frozen Fest was well attended with slightly over 1500 in attendance. Mr. Preston said he attended and he said the kids were completely entranced with the entertainment, had great turnout and it was a fantastic job.

EXECUTIVE SESSION

Mr. Oros requested a motion to enter into executive session to discuss consideration of purchase of property.

Mr. Bates made a motion to enter into executive session to discuss consideration of purchase of property. Mr. Preston seconded the motion. Mrs. Dottore added a motion to enter into executive session to discuss compensation of a public employee, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr. Bates	Yes
Mr. Preston	Yes
Mrs. Dottore	Yes

The board entered Executive Session at 9:16 a.m. The Board came out of Executive Session at 9:58 a.m.

No item was brought forward.

The next board meeting will March 10, 2020 at 8:30 a.m. at Swine Creek Lodge at Swine Creek Park. A schedule of future park board meeting locations in the parks was presented to the board.

ADJOURNMENT

Mrs. Dottore made a motion to adjourn the meeting.

Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mrs. Dottore	Yes
Mr. Preston	Yes
Mr. Bates	Yes

The meeting was adjourned at 9:59 a.m.

SUNSHINE LAW COMPLIANCE

It is declared that notification of this meeting and any business conducted therein by the Geauga Park District Board of Commissioners was in compliance with Ohio’s Sunshine Laws.

Respectfully submitted,

John Oros, Executive Director

Howard Bates, President