

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
July 18, 2022**

The regular meeting of the Geauga Park District Board was held July 18, 2022 at the Meyer Center, Big Creek Park. The meeting was called to order at 8:30 a.m. Commissioners Howard Bates, Pat Preston, Ray Guarino, Mario Innocenzi and Jolene Carnabuci were present.

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

Park District Employees	GUESTS
John Oros, Executive Director	
Sheryl Hatridge, Administrative Service Manager	
Jennifer Pae, Treasurer and Fiscal Officer	
Christine Ward, HR Manager	
Dennis Sloan, Chief Ranger	
Matthew McCue, Deputy Director	

APPROVAL OF THE AGENDA

Mr. Oros requested a motion to approve the agenda and addendum items. Mr. Bates made a motion to approve the agenda. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Ms. Carnabuci	Yes
Mr. Preston	Yes
Mr. Innocenzi	Yes
Mr. Bates	Yes
Mr. Guarino	Yes

APPROVAL OF THE MINUTES

Mr. Oros requested a motion to approve the June 20, 2022, regular board meeting minutes. Mr. Preston made a motion to approve the meeting minutes. Mr. Innocenzi seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Guarino	Yes
Mr. Innocenzi	Yes
Ms. Carnabuci	Yes
Mr. Bates	Yes
Mr. Preston	Yes

PRESENTATION OF FINANCIAL STATEMENT

Ms. Pae presented the June 2022 financial report.

PRESENTATION OF FINANCIAL STATEMENT

Ms. Pae presented the June 2022 payment report. She noted the bylaws were updated which removed approving already paid vouchers. Mr. Preston asked how financial report is now listed. Ms. Pae stated that the report will now be listed by vendor, not by category. Ms. Carnabuci asked about the vendor Experiential Systems, and Mr. Kolar explained this is a company out of Chicago who provides safety training for Naturalists and Ropes Course. Mr. Kolar add they also inspect the equipment and course for safety on an annual basis.

OLD BUSINESS

FINANCE WORK SESSION

Ms. Pae discussed the current banking and investments for the Park District and explained the purpose of each banking account and their significance. The treasury is held in three separate accounts. She said The Middlefield Banking Company checking account maintains a \$1,000,000 daily balance to make payments and accept deposits. The shadow account at Huntington Bank, known as (CDARS) Certificate of Deposits Account Registry Service, is an interest bearing account and is used strictly for the district merchants services, otherwise known as the ability to

accept credit card payments. Ms. Pae stated the park district does not currently have any investments and is limited by law, however the finance department will create and submit an investment policy for the board to review. Mr. Preston asked how many signatures are required for checks, Ms. Pae stated one signature is required for amounts under \$50,000.00 while two signatures are required for anything over \$50,000.00. Mr. Preston asked how the balance of the accounts tie back into the financial statement. Ms. Pae explained due to timing of transactions, it will be close but not exact with the financial statement.

NEW BUSINESS

GRANT STATUS UPDATE

Mr. Oros provided updated grant information to the board. He mentioned NatureWorks from ODNR for the Brede property for \$16,407, along with working on several Geauga Parks Foundation grants.

PLANNING AND OPERATIONS UPDATE

Mr. Oros pointed out the park is prioritizing projects based on a scale of 1 to 4 as part of the six-year capital improvement plan. He said they have a few projects that are already on the list such as replacing the bridge at The West Woods which has a priority of 1. Mr. Oros presented a recap of current projects including The West Woods nature center roofing project which will be starting soon, the Frohring Meadows pollinator project is underway, and Beaver Creek is nearly complete. He added the construction crew is working at Bessie Benner Metzenbaum Park, and Veterans Legacy Woods is complete besides HVAC improvements.

UNION CHAPEL PRESENTATION AND AGREEMENT

Mr. John Kolar presented a modified educational program on the Union Chapel and its historical impact on Ohio's history. He also included the property and building's current use with regards to the Park District.

Mr. Preston asked about chapel trustees and their responsibilities, and Mr. Kolar said the trustees are Carol Drabek, Bill Ward and Barry Stiff. Mr. Oros explained the 3 trustees represent the will of the people regarding Union Chapel and agreement entered into in 2009 by the Park District includes maintenance and limited programming. Mr. Oros said the Park District has engaged a historical architect as the building needs repairs and Union Chapel trustees will help with grant possibilities. Mr. Preston mentioned more public access is needed and Mr. Bates and Mr. Innocenzi asked who has keys for the facility. Mr. Oros and Mr. Kolar said the trustees have the keys to the building, and the Park needs permission to access in the building. Mr. Kolar said the park has presented 4 programs in the past 3 years, mostly school groups and bat related programs since there is a bat house on the property. Mr. Innocenzi pointed out the building is not currently structurally safe. Mr. McConaughy stated the area at the back part of the property is mostly wetlands with the frontage area about 180' but there is no real parking nor restrooms. There was some discussion regarding parking areas and visitor access.

COMMISSIONERS TIME

Mr. Oros shared the following staff and department updates:

- Post Memorial Day Digital Advertising Campaign from June 1 – 10 had 8,106 users, 20,555 page views and 882 sessions.
- The June 30 Veterans Legacy Woods dedication was enjoyed by 95 guests.
- The first outdoor amphitheater concert of the summer performed by Long Time Gone on June 11th had 114 guests in attendance.
- As of July 14, 402 people have climbed the high ropes course with 77% of them Geauga residents.
- There were 1,282 paddlers of kayak & canoe rentals with 82% of them Geauga residents.
- The BioBlitz was held at Observatory Park in June and documented a new Ohio native plant population in Ashtabula County and a rare new crayfish in Portage County.
- The Naturalist department conducted 87 programs in June, serving over 2,000 people.
- Mr. Preston questioned Veterans Legacy Woods air conditioning system. He suggested local companies should be consulted rather than the park sending out drawn up plans. He acknowledged the specs may be driving up the cost.

- Mr. Preston said the Maple Leaf has been reporting break-ins at the parks and he asked how many. Chief Ranger Sloan replied there have been 13 break-ins reported to date. Mr. Preston asked for a plan to add signs and cameras to the parking lots.

SURPLUS PROPERTY

Mr. Oros stated that the playground at Bessie Benner Metzenbaum Park has recently been renovated and the old playground equipment is now surplus property. Mr. Bates made a motion to approve surplus property, Mr. Guarino seconded the motion, after roll call vote the motion was approved.

Ms. Carnabuci	Yes
Mr. Preston	Yes
Mr. Bates	Yes
Mr. Guarino	Yes
Mr. Innocenzi	Yes

COMMISSIONER’S TIME CONT.:

No executive session. Mr. Preston asked for an update on the tax board. Ms. Pae said they would be submitting by July 20, 2022, meeting internally and then the budget hearing is August 16, 2022. Mr. Bates asked if the August meeting should be held after the 8/16/22 budget commission meeting. Mr. Hicks, legal counsel, stated a special meeting could be called if necessary. Mr. Bates asked about the land acquisition fund and Ms. Pae said they had not approved the land acquisition fund as of now. Ms. Pae explained the park district is required by Ohio Revised Code to get certification from the county auditor, but looking at the state of Ohio auditor, if a decision or response is not received from the Auditor, the Park can still spend the funds as appropriated by the board. Mr. Oros said we are going to move forward on the current property acquisition. Mr. Preston said we should be emphasizing that Geauga County is the start of the Cuyahoga River, and we should be investing in these types of land acquisitions that help preserve the water quality.

Mr. Oros said the next meeting would be August 15, 2022 at 8:30am. The record retention meeting will be held August 15, 2022 at 8:15am. Mr. Oros requested the December 19, 2022 meeting moved to Monday, December 12, 2022.

ADJOURNMENT

Mr. Preston made a motion to adjourn the meeting, Mr. Innocenzi seconded the motion and after roll-call voice vote, the motion was approved:

Mr. Bates	Yes
Mr. Preston	Yes
Mr. Guarino	Yes
Ms. Carnabuci	Yes
Mr. Innocenzi	Yes

The meeting was adjourned at 9:37 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