

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
July 19, 2018**

The regular meeting of the Geauga Park District Board was held July 19, 2018 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 8:32 a.m. Commissioners Andrej Lah, Jackie Dottore and Howard Bates were present.

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

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

John Oros called the roll.

Mrs. Dottore asked if there will be an Executive Session. Mr. Oros stated there will be.

APPROVAL OF THE AGENDA

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

Mrs. Dottore	Yes
Mr. Bates	Yes
Mr. Lah	Yes

EXECUTIVE SESSION

Mr. Lah made a motion to enter into executive session to discuss matters related to the discipline of a public employee and purchase of property. Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr. Bates	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

The board entered Executive Session at 8:34 a.m. The Board came out of Executive Session at 8:49 a.m.

No items were brought forward.

ADOPTION OF THE MINUTES

The Board was presented with minutes from the June 12, 2018 Regular Board meeting.

Mrs. Dottore made a motion to approve the June 12, 2018 Board Meeting minutes. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 3-0.

Mr. Lah	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided with the June 2018 Financial Statement.

Geauga Park District
FINANCIAL STATEMENT MONTH ENDED
30-Jun-18
GENERAL FUND

BEGINNING FUND BALANCE JUNE 1, 2018		3,803,008.04
PERSONNEL EXPENDITURES		
Salaries	\$222,157.22	
Medicare	\$3,147.21	
Hospitalization July premiums	\$60,280.14	
OPERS May 2018	\$29,856.13	
VOUCHERS		\$315,440.70
- Contract Services	\$38,311.40	
- Supplies	\$22,238.88	
- Materials	\$6,658.60	
- Equipment	\$7,251.63	
- Other	\$3,081.92	
- Travel	\$1,543.28	
- Advertising	\$9,902.92	\$88,988.63
EXPENDITURES & OTHER USES		\$404,429.33
REVENUES & OTHER SOURCES		
<i>Interest - June - 2018 - will post in July</i>		
 <u>General Tax Collections</u>		
- Local Government Funds	\$8,509.33	
<u>Gifts & Donations</u>		
- Judge David & Michele Schroeder \$150.00 to CHI, LL Somerfeld - \$500.00 bench plaque	\$650.00	
- Bruce Felton - \$500.00 memorial bench plaque for Mackie Felton	\$500.00	
- Janet Altamari - \$600.00 for Judge Lester Taylor Lodge - Claridon Woodlands	\$600.00	
- Arms Trucking \$500.00 to offset 4-H group reservation fees	\$500.00	
- Cleveland Fdn. - Quarterly donation from Lewis & Ruth Affelder Fund - \$461.00	\$461.00	
- Foundation for Geauga Parks - \$2,800.00 donation for CHI Summer Camps	\$2,800.00	
- William & Cheryl Koza - \$25.00 for Nature Scopes in memory of Marsha Simon	\$25.00	
 <u>Fees</u>		
- Camping	\$1,405.00	
- Facilities	\$790.00	
- Utilities	\$3,695.00	
- Programs / Workshops	\$218.00	

- Vendor Fees - NAF - \$925.00, Farmer's Mkt - \$300.00	\$1,225.00
- Adventure Camp registration - \$6,750.00, X-Treme Camp registration - \$540.00	\$7,290.00
- Caveman Crawl registration- \$1,839.00	\$1,839.00
Sales - TWW - \$959.66	\$959.66

Other Revenue Receipts

- Observatory House Rent - Sindelar - \$300.00, Chickagami House Rent - Kolar - \$400.00	\$700.00
- Surplus Sales - \$20.00 - Artwork, \$65.00 - Saw & Snowblower	\$85.00
- Public Records request - \$1.00, Honest Scales recycling scrap steel - \$94.80	\$95.80

REVENUES & OTHER SOURCES **\$32,347.79**

ENDING FUND BALANCE AS OF JUNE 30, 2018 **3,430,926.50**

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE JUNE 1, 2018 **2,467,700.57**

EXPENDITURES & OTHER USES

Vouchers	
- Contract Services	\$2,250.00
- Project Contracts	\$14,410.48

EXPENDITURES & OTHER USES **\$16,660.48**

REVENUES & OTHER SOURCES

- <u>Interest - June 2018 - will post in July</u>	
- <u>Other - Royalties/In-Lieu Fees</u>	
- Abela-Farley - \$119.16	\$119.16

REVENUES & OTHER SOURCES **\$119.16**

ENDING FUND BALANCE AS OF JUNE 30, 2018 **2,451,159.25**

RETIREMENT RESERVE ACCOUNT

BEGINNING FUND BALANCE JUNE 1, 2018 **83,820.89**

REVENUES & OTHER SOURCES

Interest - June 2018 - will post in July

REVENUES & OTHER SOURCES **-**

ENDING FUND BALANCE AS OF JUNE 30, 2018 **83,820.89**

PARK CAPITAL RESERVE ACCOUNT

BEGINNING FUND BALANCE JUNE 1, 2018 **1,549,092.47**

EXPENDITURES & OTHER USES

Vouchers

EXPENDITURES & OTHER USES

REVENUES & OTHER SOURCES

Interest - June 2018 - will post in July

LWCF Grant thru Village of Middlefield - MHT South \$210,970.54

REVENUES & OTHER SOURCES

\$210,970.54

ENDING FUND BALANCE AS OF JUNE 30, 2018

1,760,063.01

K-9 FUND

BEGINNING FUND BALANCE JUNE 1, 2018

1,320.89

REVENUES & OTHER SOURCES

EXPENDITURES & OTHER USES

ENDING FUND BALANCE AS OF JUNE 30, 2018

1,320.89

PRESENTATION OF VOUCHERS

Mr. Lah asked about the results from the car counters. Mr. Oros responded the counts are available since the end of April and Frohring Meadows is the most visited park and he will provide the board with a report. Mr. Lah inquired about trail signage and Mr. Oros replied that the park is currently updating the info boards at each park. Mr. McCue said all trailhead markers are in the process of being updated. Mrs. Dottore mentioned that the Caveman Crawl raised \$1800.00 but she would like to know the total spent. Mr. Oros stated he would provide the after action report.

After roll-call voice vote, the motion was approved 2- 1, abstained:

Mrs. Dottore	Yes
Mr. Bates	Abstained
Mr. Lah	Yes

OLD BUSINESS

BUDGET PROJECTIONS

Mr. Oros provided updated budget projections based on what it would like if the levy does not pass. She asked why the projections go so far out and said typically it is 5 years. Mr. Oros replied that they show leading up to 2024, which is the next levy. Mrs. Dottore said we should assume it will fail, and also asked that we remove the next two levies, as she thinks we should be consistent. Mrs. Dottore inquired as to why we include donations in our projections. Gloria Freno stated we traditionally receive donations and the budget commission has not questioned this. Mrs. Dottore asked about department appropriations in 2019 and the \$500,000.00 less each year thereafter. Mr. Oros explained this is a 10 year average, but Mrs. Dottore stated that will go up or down because of cost increases or we are trying to save. Mrs. Dottore asked if we foresee doing cuts for this amount, what we are cutting or getting rid of to show \$500,000.00 less. Mr. Bates questioned the project costs and wanted to know why the budget shows the status quo if the levy doesn't pass. Mr. Oros replied that the amount represents projects already planned, and beyond 2024 it is a placeholder. Mrs. Dottore asked if the grant projections are for already secured funds, and Mr. Oros responded yes. Mr. Lah stated the 1 mil is not guaranteed and he is a fan of not voting for any levy increases or anything new. He said it is great to have a plan, but we don't know if the levy will pass. He suggested we look at projections without the other two levies and look at 5 year projections as well.

Barb Partington explained that the levies run over longer periods of time so that is why the park typically does 10 year, longer term planning. She also said she hopes the board supports the levy.

NEW BUSINESS

PLANNING & OPERATIONS UPDATE

Mr. Oros presented updated construction projects and costs to the board. Mrs. Dottore asked if all of the projects are complete and Mr. McCue said they are not. Mr. Lah inquired about how things have been going with Bainbridge and if there has been any further issues, Mr. McCue replied there has not.

SUNNYBROOK PRESERVE – BID AWARD

Mr. Oros presented a memo requesting the board’s approval of a motion to award the bid from Zerbe Construction, LLC. for \$99,515.50 for the overlook and trail project. Mr. Oros explained that the Pavlow Trust provided a dedicated donation in the amount of \$235,000.00 and through discussions with the family, installation of a new scenic overlook was agreed upon.

Mrs. Dottore made a motion to approve the bid award to Zerbe Construction, LLC.

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

Mr. Lah	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

RESOLUTION NO. 8-18

Mr. Oros requested a motion to approve the 2019 Temporary Budget to be presented to the Budget Commission. Mrs. Dottore asked Mr. Oros to present an overview. Mrs. Dottore asked if the hospitalization number going down is due to attrition and Mrs. Freno responded yes, it is from both employees leaving and not being replaced, or from not carrying insurance. Mrs. Dottore questioned where the justification comes from for reducing equipment costs so significantly. Mr. Oros replied this is done through fleet reduction and not replacing equipment. Mr. Lah asked who has assigned vehicles. Mr. Oros responded that only he and the Rangers have park vehicles. Mrs. Dottore asked about advertising going down \$130,000 and wanted to know if that is because the website is complete. Mr. Oros explained the website costs are complete and TV/Radio is not planned for 2019. Mr. Bates requested a list of the account numbers and what they correspond to. Mrs. Dottore inquired about what has been reduced in expenses to eliminate almost \$800,000. Mr. Oros replied the reductions are from healthcare expenses, supplies, materials and equipment. Mrs. Dottore stated we need to be saying these are the items we have reduced by being fiscally responsible and still getting to a point of need. Mr. McCue responded that we are also extending the life of the vehicles and equipment. Mr. Oros stated a blanket approach to purchasing equipment was previously used and no longer is. Mr. McCue also said smaller replacement vehicles are being used where they can be. Mr. Lah stated this is good planning.

Mrs. Dottore made a motion to approve the 2019 Temporary Budget to be presented to the Budget Commission.

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

Mr. Bates	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

SURPLUS PROPERTY

Mr. Oros presented a request to scrap a monitor.

Mr. Lah made a motion to approve, and Mr. Bates seconded the motion. After roll-call voice vote, the motion was approved 3-0:

Mrs. Dottore	Yes
Mr. Bates	Yes
Mr. Lah	Yes

COMMISSIONER'S TIME

Mr. Oros discussed the dates and times for the upcoming Claridon Woodlands Grand Opening celebration with the ribbon cutting scheduled for Friday, August 17th and public hours on both Friday evening and Saturday.

Mr. Oros informed the board the Nature Arts Festival is scheduled for August 5th at Big Creek Park.

Mr. Oros stated the next board meeting will be August 15, 2018 at 8:30 a.m. and a record retention meeting at 8:15 a.m. prior to the regular board meeting.

Mr. Lah made a motion to adjourn the meeting.

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

Mr. Bates	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

The meeting was adjourned at 9:39 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

Andrej Lah, President