

**GEAUGA PARK DISTRICT BOARD  
OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
May 8, 2018**

The regular meeting of the Geauga Park District Board was held May 8, 2018 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 8:30 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.

<b>Park District Employees</b>	<b>GUESTS</b>
John Oros, Executive Director	See EXHIBIT "A" attached
Sheryl Hatridge, Administrative Services Manager	
Dennis Sloan, Lt. Ranger	
Matt McCue, Director of Planning & Operations	
Paul Pira, Park Biologist	
Annie Lynch, Park Planner	
Gloria Freno, Finance Manager	
Don Lombardy, IT Manager	
David Ondrey, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called the roll.

**APPROVAL OF THE AGENDA**

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

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

**EXECUTIVE SESSION**

Mrs. Dottore made a motion to enter into executive session to discuss matters related to discipline of a public employee, promotion of a public employee, purchase of property and matters related to employee bargaining negotiations. 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

The board entered Executive Session at 8:31 a.m. The Board came out of Executive Session at 9:17 a.m. No items were brought forward.

**ADOPTION OF THE MINUTES**

The Board was presented with minutes from the April 10, 2018 Regular Board meeting.

Mr. Lah made a motion to approve the April 10, 2018 Board Meeting minutes. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-1, abstained.

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

**PRESENTATION OF FINANCIAL STATEMENT**

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

<b>BEGINNING FUND BALANCE APRIL 1, 2018</b>		<b>4,323,464.06</b>
<b>PERSONNEL EXPENDITURES</b>		
Salaries	\$227,057.98	
Medicare	\$3,219.19	
Hospitalization May premiums	\$60,672.94	
OPERS March 2018	\$30,747.18	
<b>VOUCHERS</b>		<b>\$321,697.29</b>
- Contract Services	\$48,436.64	
- Supplies	\$47,581.19	
- Materials	\$5,331.76	
- Equipment	\$69,011.11	
- Other	\$2,550.00	
- Travel	\$311.42	
- Advertising	\$2,740.19	<b>\$175,962.31</b>
<b>Auditor Fees</b>		
- Auditor Fees - Real Estate Property Tax and Manufactured Homes Distribution	\$52,634.96	\$52,634.96
- Auditor Fees - Real Estate Manufactured Homes Distribution	\$912.19	912.19
<b>EXPENDITURES &amp; OTHER USES</b>		<b>\$551,206.75</b>
<b>REVENUES &amp; OTHER SOURCES</b>		
<i>Interest - April - 2018</i>	\$4,858.43	
<u>General Tax Collections</u>		
- Local Government Funds	\$5,796.73	
- State Rollback 2017 Real Estate Tax Reimbursement	\$394,838.82	
- Undivided Public Housing Distribution TY1999	\$1,244.17	
- Real Estate Property Tax Distribution - 1st Half (Deducted as Auditor Fees)	\$52,634.96	
- Real Estate Manufactured Homes Distribution - 1st Half (Deducted as Auditor Fees)	\$912.19	
<u>Gifts &amp; Donations</u>		
- John Kolar - \$500.00 for Naturalist Dept. display and program materials	\$500.00	
- Morgan Semplak - \$500.00 for bench plaque in memory of Roberta Pate	\$500.00	
- UH Geauga Medical Center - \$500.00 for Caveman Crawl sponsorship	\$500.00	
- Bird Box unrestricted - \$18.00, Judy Jordon - \$25.00 unrestricted	\$43.00	
<u>Fees</u>		
- Camping	\$535.00	
- Shelters	\$560.00	

- Utilities	\$2,905.00
- Programs / Workshops - \$611.00, Out of County fees - \$116.00	\$727.00
- Vendor Fees - NAF - \$240.00, Farmer's Mkt - \$395.00, Claridon Woodlands - \$60.00	\$695.00
- Vendor Fees - Earth Day - \$60.00, Perseids - \$60.00	\$120.00
- Adventure Camp registration - \$1,800.00, X-Treme Camp registration - \$150.00	\$1,950.00
- Caveman Crawl registration	\$200.00
Sales - TWW - \$1,823.46, MC - \$114.37	\$1,937.83
<u>Other Revenue Receipts</u>	
- Observatory House Rent - Sindelar	\$300.00
- Chickagami House Rent - Kolar	\$400.00
- Surplus sales - Toy Rockers - \$480.00, Generator - \$152.00, Chandelier - \$181.00	\$813.00
- Surplus Sales - Drop Spreader - \$100.00, Sail Boat - \$225.00, Tool Box - \$61.00	\$386.00
- Surplus Sales - Fishing Poles - \$25.00	\$25.00
- Employee reimbursement for meal - \$13.44	\$13.44

**REVENUES & OTHER SOURCES** **\$473,395.57**

**ENDING FUND BALANCE AS OF APRIL 30, 2018** **4,245,652.88**

**LAND IMPROVEMENT FUND**

**BEGINNING FUND BALANCE APRIL 1, 2018** **2,451,315.20**

**EXPENDITURES & OTHER USES**

Vouchers	
- Contract Services	\$13,027.66
- Project Contracts	\$4,247.94

**EXPENDITURES & OTHER USES** **\$17,275.60**

**REVENUES & OTHER SOURCES**

- <u>Interest - April 2018</u>	\$3,432.52
- <u>Other - Royalties/In-Lieu Fees</u>	
- <u>Abela &amp; Farley - \$271.95, Ford-Windsor - \$17.75, Sunnybrook - \$106.42, Hart - \$30.39</u>	\$426.51
- <u>Abela - \$75.00</u>	\$75.00
- <u>Stream &amp; Wetlands Foundation - \$42420.00 mitigation credits for Pinebrook</u>	\$42,420.00

**REVENUES & OTHER SOURCES** **\$46,354.03**

**ENDING FUND BALANCE AS OF APRIL 30, 2018** **2,480,393.63**

**RETIREMENT RESERVE ACCOUNT**

**BEGINNING FUND BALANCE APRIL 1, 2018** **83,600.35**

<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - April 2018</i>	\$95.71
<b>REVENUES &amp; OTHER SOURCES</b>	<b>95.71</b>
<b>ENDING FUND BALANCE AS OF APRIL 30, 2018</b>	<b>83,696.06</b>

**PARK CAPITAL RESERVE ACCOUNT**

<b>BEGINNING FUND BALANCE APRIL 1, 2018</b>	<b>1,549,583.24</b>
<b>EXPENDITURES &amp; OTHER USES</b>	
Vouchers	
- Contract Services	
<b>EXPENDITURES &amp; OTHER USES</b>	<b>\$0.00</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - April 2018</i>	\$1,275.47
<b>REVENUES &amp; OTHER SOURCES</b>	<b>1,275.47</b>
<b>ENDING FUND BALANCE AS OF APRIL 30, 2018</b>	<b>1,550,858.71</b>

**K-9 FUND**

<b>BEGINNING FUND BALANCE APRIL 1, 2018</b>	<b>2,044.59</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Donations</i>	
<b>REVENUES &amp; OTHER SOURCES</b>	<b>-</b>
<b>EXPENDITURES &amp; OTHER USES</b>	
Vouchers	
- Other K-9 Expenses	\$140.84
<b>EXPENDITURES &amp; OTHER USES</b>	<b>140.84</b>
<b>ENDING FUND BALANCE AS OF APRIL 30, 2018</b>	<b>1,903.75</b>

The Board was provided with the April 2018 Financial Statement. Mr. Lah asked about the Caveman Crawl UH donation and what they receive in return. Mr. Oros responded they are recognized in the newsletter, receive a letter and their logo included on internal advertising items. Mrs. Dottore mentioned looking into a tiered donor option to generate additional income, and Mr. Lah suggested looking into ways to generate additional income for next year.

**PRESENTATION OF VOUCHERS**

Mrs. Dottore made a motion to accept the April 2018 paid vouchers into the record as presented. 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

**OLD BUSINESS**

**BUDGET PROJECTIONS**

Mr. Oros provided the board with a Schedule B and shared the current levy renewal cycles. Mr. Oros stated he will present updated budget projections based on a levy renewal and a proposed 2019 appropriations budget at the June meeting.

**NEW BUSINESS**

**PLANNING & OPERATIONS UPDATE**

Mr. Oros presented the most recent Ellerin property improvement budget costs to the board. Mr. McCue stated they just had their pre-construction meeting.

**2019 CAPITAL IMPROVEMENT PROJECTS**

Mr. Oros read a memo regarding projects for 2019 at Frohring Meadows, Beaver Creek in Bass Lake Preserve, Stapel’s Meadows and Big Creek Park. Mr. McCue presented the capital improvement project designs and master plan overview. He explained improvements at Frohring Meadows will include an enclosed shelter, additional parking and additional open picnic shelters for picnic/wildlife viewing areas.

Mr. Pira shared that Beaver Creek will include stream restoration with a natural stream design utilizing grant funding from WRSP. He explained the project will improve water quality since it has been a channelized ditch, and it is a big wetland restoration project. Mr. Pira said Stapel’s Meadows has 5 existing farm ponds and has potential to be improved for wildlife habitat, he mentioned US Fish & Wildlife Service is interested in possibly providing grant funds for wetland restoration.

Ms. Lynch presented Big Creek improvements to the board that will include tree house camping options, a playground area, a single track mountain bike track, upgrades to Deep Woods shelter for year round use, renovations to existing trail infrastructure and fishing platforms. Mr. Lah inquired about how many tree house campsites were planned and rental rates. Mr. McCue and Mr. Oros responded the plan is for two, and there will be a charge to use them.

Mr. Lah inquired about possible primitive walking trails at Stapel’s Meadows for public access and use. Mr. McCue explained trail development is determined based on the management plan process. Mrs. Dottore stated usage is important and the property should not sit inaccessible for five years. She also asked how much of the cost is provided through grants, Mr. McCue replied that they anticipate roughly \$845,000 for Beaver Creek and \$20,000 for Stapel’s Meadows. Mr. Lah asked for an idea on how much is planned for the cost of design and development, and Mr. McCue replied it is typically around \$200,000 or a little more.

Mrs. Dottore made a motion to proceed with the design and development for the 2019 projects as presented. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr Lah	Yes
Mr. Bates	Yes
Mrs. Dottore	Yes

**SURPLUS PROPERTY**

Mr. Oros presented a request for items to be donated and a truck to be sent to auction.

Mrs. Dottore asked where the bikes are donated to, she was told Ohio City Cycles and Mr. Oros explained they are then supplied to families who request them. Mr. Lah asked if the bikes are reconditioned and if they are expecting the donation. All questions were answered satisfactorily.

Mrs. Dottore made a motion to donate items and to send a truck to auction. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mrs. Dottore	Yes
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Mr. Bates	Yes
Mr Lah	Yes

**COMMISSIONER'S TIME**

Mr. Oros introduced the interns from local high schools that are currently visiting with various park departments.

**ANNOUNCEMENT OF NEXT BOARD MEETING**

Mr. Oros announced the next board meeting is scheduled for Tuesday, June 12, 2018 at 8:30am at the Meyer Center.

Mr. Lah made a motion to adjourn the meeting.

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 meeting was adjourned at 10:10 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,

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John Oros, Executive Director

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Andrej Lah, President