

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
August 13, 2019**

The regular meeting of the Geauga Park District Board was held August 13, 2019 at Beartown Lakes in the Northpoint Shelter Bainbridge, OH. 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.

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

John Oros called the roll.

APPROVAL OF THE AGENDA

Mrs. Dottore made a motion to approve the agenda. 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

ADOPTION OF THE MINUTES

The Board was presented with the minutes from the July 10, 2019 Regular Board meeting. Mrs. Dottore asked if ARMS Trucking vouchers from the last meeting needed approval. Legal Counsel suggested a second motion to approve the ARMS Trucking vouchers from the July meeting.

Mr. Lah made a motion to approve the July 10, 2019 Board Meeting minutes.

Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-1, abstained.

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

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided with the July 2019 Financial Statement.

Geauga Park District
**FINANCIAL STATEMENT MONTH ENDED
31-Jul-19
GENERAL FUND**

BEGINNING FUND BALANCE JULY 1, 2019	3,720,334.72
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PERSONNEL EXPENDITURES

Salaries	\$224,945.15
Medicare	\$3,192.69
Hospitalization	-

OPERS June 2019	\$48,908.65	
VOUCHERS		\$277,046.49
- Contract Services	\$67,446.12	
- Supplies	\$21,737.22	
- Materials	\$7,551.28	
- Equipment	\$61,584.02	
- Other	\$5,212.63	
- Travel - Mileage	\$664.39	
- Advertising	\$19,890.13	\$184,085.79
EXPENDITURES & OTHER USES		\$461,132.28
REVENUES & OTHER SOURCES		
<i>Interest - July</i>	\$8,107.46	
<u>General Tax Collections</u>		
- Local Government Funds	\$8,924.36	
<u>Gifts & Donations</u>		
- Amphitheater donation - \$21.00, Bird Box - \$30.00	\$51.00	
- Young of Hearts Club donation for Chip Henry Institute	\$50.00	
- Benjamin F Edwards & Co - John & Meta Dennis Trust unrestricted donation	\$82,828.00	
- Debbie Remias bench placque in memory of Mimi Martell-Staff at Beartown Lake	\$500.00	
- Karen Swanson bench placque in memory of Mimi Martell-Staff at Frohring	\$500.00	
- Sally B Taft donation in memory of Lee Schiemann	\$100.00	
<u>Fees</u>		
- Camping	\$1,985.00	
- Facilities	\$290.00	
- Utilities	\$3,525.00	
- Programs / Workshops Out of County - \$272.00 , In County - \$463.00	\$735.00	
- Vendor Fees - NAF - \$720.00, Farmer's Mkt - \$110.00, Holly Days - \$110.00	\$940.00	
- Adventure Camp registration - \$2,525.00, X-Treme Camp registration - \$640.00	\$3,165.00	
- Jr. Naturalist Camp - \$175.00, Kayaks - \$827.99, Ropes - \$ 854.90	\$1,857.89	
Sales - TWW - \$1,642.65	\$1,642.65	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar - \$300.00, Chickagami House Rent - Kolar - \$400.00	\$700.00	
- Tax refund from Walmart - \$25.93 , Reimbursement of tax from employee - \$.26	\$26.19	
- PEP Grant - American Risk Pooling Consult - \$992.95	\$992.95	
- Reimbursement of tax / fees charged on Dominion Claridon Woods account - \$8.32	\$8.32	
REVENUES & OTHER SOURCES		\$116,928.82
ENDING FUND BALANCE AS OF JULY 31, 2019		3,376,131.26

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE JULY 1, 2019	1,729,642.61
EXPENDITURES & OTHER USES	
Vouchers	
- Contract Services	\$1,754.93
- Project Contract	\$78,698.45
EXPENDITURES & OTHER USES	\$80,453.38
REVENUES & OTHER SOURCES	
<i>Interest - July</i>	\$3,988.17
<u>- Other Revenue - Royalties/In-Lieu Fees</u>	
<u>- Sunnybrook - \$50.41, Ford-Windsor - \$50.29</u>	\$100.70
<u>- Foundation for Geauga Parks - \$2,500.00 Phase III OP Phase III Capital Campaign</u>	\$2,500.00
REVENUES & OTHER SOURCES	\$6,588.87
ENDING FUND BALANCE AS OF JULY 31, 2019	1,655,778.10

RETIREMENT RESERVE ACCOUNT

BEGINNING FUND BALANCE JULY 1, 2019	85,951.02
REVENUES & OTHER SOURCES	
<u>Interest - July</u>	\$177.47
REVENUES & OTHER SOURCES	177.47
ENDING FUND BALANCE AS OF JULY 31, 2019	86,128.49

PARK CAPITAL RESERVE ACCOUNT

BEGINNING FUND BALANCE JULY 1, 2019	622,675.75
EXPENDITURES & OTHER USES	
- Vouchers	\$149,112.89
EXPENDITURES & OTHER USES	\$149,112.89
REVENUES & OTHER SOURCES	
<u>Interest - July</u>	\$1,285.66
REVENUES & OTHER SOURCES	\$1,285.66
ENDING FUND BALANCE AS OF JULY 31, 2019	474,848.52

K-9 FUND

BEGINNING FUND BALANCE JULY 1, 2019	1,648.00
REVENUES & OTHER SOURCES	
K-9 Box donations	\$50.00
EXPENDITURES & OTHER USES	\$50.00
- Vouchers	\$155.04

PRESENTATION OF VOUCHERS

Mrs. Dottore inquired about the family fun giveaway and asked for the total amount spent. Mrs. Freno said she believed the total was under budget at \$1189.00. Mrs. Dottore also requested attendance totals for movie night, because she is curious if it is worth what is being spent. She asked for dates and attendance figures, and asked what the musical performer was for. She suggested it would be helpful to include this information in the voucher details.

Mr. Lah asked if there was a problem for the oil removal. Mr. McCue said it was routine maintenance on one of the traps in the shop. Mr. Lah asked if any HVAC systems will require major replacement. Mr. McCue replied that Big Creek was overhauled in 2013 and the West Woods was last done in 2002. Mr. Lah said this is something to keep an eye on and inquired about what we do with herbicides. Mr. McCue replied some invasive species control is being done at Beaver Creek in preparation for restoration as part of the grant funding, and other areas are being done for spot maintenance throughout the parks.

Mr. Lah made a motion to accept the July 2019 paid vouchers. Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 2-1 abstained:

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

Mrs. Dottore made a motion to accept the June 2019 ARMS trucking vouchers. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-1 abstained:

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

OLD BUSINESS

VETERAN’S LEGACY WOODS BANQUET FACILITY

Mr. Oros provided an update to the commissioner’s and said he emailed Helene’s Cuisine, Auburn Township a proposed contract. He is currently trying to schedule a meeting for this Thursday at Veteran’s Legacy Woods to go over some items. The contract will then be sent to legal to look over and ultimately presented to the board. Mr. Lah asked if the deck issue has impacted their decision, and if they have asked for any consideration in return. Mr. Lah also inquired about plans on how we will deal with the deck issue, and Mr. Oros replied replacement would be part of the overall master planning process. Mrs. Dottore asked if this will be fit in to 2020 plans and Mr. McCue responded that we will look at the overall plan for the park, and would like to look at the park as a whole versus rather than replacing the deck now at considerable cost and deciding to make changes later. Mr. Oros informed the board that he had explained the master planning process to the prospective caterer and they did not express any apprehension.

Mr. Lah asked about the posted signage on the deck, and removal of the deck. Mr. Oros responded costs would be provided to the board for removal. The board agreed a safety warning sign should be added. Commissioners determined the building would be open along with adding a stronger warning sign, and including verbiage that the deck is closed on the written permit. Mr. Oros and Mr. McCue mentioned the realistic timeline for a master plan is in early 2020, then going out for design and development with the engineers in 2020, and construction would most likely be in 2021. Mrs. Dottore mentioned while having a discussion with the Notre Dame president, he mentioned they thought the park district signage was the best signage in the area. Mr. Oros explained he will reach out to the preferred food service management company and begin contract negotiations. As far as fee structure, the contract asks the food service manager to cover all utilities and the park should be reimbursed \$150

for in-county reservations, and \$500 for out of county reservations. Mr. Lah suggested the park take a look at it and see if there is anything we can do with the building rather quickly.

PLANNING & OPERATIONS UPDATE

Mr. Oros presented current project updates. He shared Zerbe Construction is moving along with improvements at Frohring Meadows and framing of the new lodge at Big Creek Park has begun. He stated Griswold Creek improvements at Bessie Benner Metzenbaum Park and Eldon Russell asphalt resurfacing are complete.

RESOLUTION NO. 16-19 – THEN & NOW ENCUMBRANCE

Mr. Oros presented a request for a resolution to approve a then & now encumbrance for 2017 and 2018 invoices from Lake Health in the amounts of \$39.00, \$39.00 and \$297.00.

Mrs. Dottore made a motion to approve the then & now encumbrance for invoices from Lake Health, Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

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

SURPLUS PROPERTY

Mr. Oros presented a request to declare items as surplus property. Mr. Lah asked several questions about the equipment condition. Mrs. Dottore asked about surplus property policies by the board, she mentioned having a minimum dollar threshold. Mr. Lah requested to have the statute or thresholds for the board at the next meeting.

Mrs. Dottore made a motion to approve the items as surplus property, 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

COMMISSIONER’S TIME

Mr. Oros provided a map to the commissioners regarding a property being offered as a donation to the park district. He recommended declining the donation due to the size and because of the location. He said the property only adjoins Bass Lake Preserve at the corner and is landlocked. He said the easement to access the property is owned by the Peterson family. Mr. Oros recognized this is a very generous offer and acknowledged the owners whom were in attendance. Mrs. Dottore added that discussion in the past has pointed out that many smaller properties the park district has have become very challenging due to lack of access and other limitations. She also stated that previous board members agreed to a 25 acre minimum unless the property was adjoined to one of the existing park properties. Mr. Lah recommended further discussions and they would like park biologist Paul Pira to walk the property and give the board feedback.

Mr. Oros shared details of the Holbrook Hollows opening with the commissioners scheduled for this Saturday at 10:00 a.m.

Mr. Lah asked for explanation regarding Geauga Park District’s involvement in the water trail. Mr. Oros explained this is an initiative of the National Park Service that connects a network of landowners with access to the Cuyahoga River. Annie Lynch, park planner, said 25 partners meet monthly to discuss getting the Cuyahoga River designated as a state water trail, work on signage for the locations, and discuss other items. She said they submitted the application to ODNR in July to get the process moving, determine where signs will go and what they will cost, and when they need to be installed. She said the park district will hold their dedication on September 28, 2019 at Eldon Russell Park. Mr. McCue added most of the surrounding park districts are participants as well.

Mrs. Dottore asked for an update of the progression of the telescope donation. Mr. Oros responded the park has accepted the donation, a donor acknowledgement letter will be sent, and it will be added to the historical exhibit at Nassau.

The next board meeting will be September 10, 2019 at 8:30 am at Frohring Meadows Park in Bainbridge Township.

Mrs. Dottore requested a board meeting at Holbrook Hollows due to the reschedule of the July board meeting which changed the location. It was determined the October board meeting will be held at Holbrook Hollows.

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. Lah	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

The meeting was adjourned at 9:25 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