

**GEAUGA PARK DISTRICT BOARD  
OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
November 12, 2019**

The regular meeting of the Geauga Park District Board was held November 12, 2019 at the Meyer Center, Big Creek Park, Chardon, OH. The meeting was called to order at 8:32 a.m. Commissioners Andrej Lah, Howard Bates and Jackie Dottore 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
Matt McCue, Director of Planning & Operations	
Gloria Freno, Finance Manager	
Dennis Sloan, Lt. Ranger	
John Kolar, Chief Naturalist	
Don Lombardy, IT Manager	
Paul Pira, Park Biologist	
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**

John Oros proposed to move a Resolution for Dan Best to next on the agenda and executive session following that. Mrs. Dottore made a motion to approve the change to the agenda. 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

**ADOPTION OF THE MINUTES**

The Board was presented with the minutes from the October 8, 2019 Regular Board meeting.

Mrs. Dottore made a motion to approve the October 8, 2019 Board Meeting minutes.

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

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

**RESOLUTION NO. 21-19 – DAN BEST RETIREMENT**

Commissioner Lah read and presented a resolution in appreciation of Dan Best for his 33 years of service to Geauga Park District. Mr. Lah thanked Dan for his years of service to Geauga Park District. Mr. Oros thanked and congratulated Dan also. Dan thanked the board and staff and expressed his gratitude. Mr. Bates made a motion to approve the resolution, Mr. Lah seconded the motion and after roll-call vote, the motion was approved.

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

**EXECUTIVE SESSION**

Mr. Oros requested a motion to enter into executive session to discuss compensation and employment of a public employee. Mrs. Dottore made a motion to enter into executive session to discuss

compensation and employment of a public employee. 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

The board entered Executive Session at 8:40 a.m. The Board came out of Executive Session at 9:25 a.m. No item was brought forward.

**PRESENTATION OF FINANCIAL STATEMENT**

The Board was provided the October 2019 Financial Statement. Mr. Oros pointed out receipt of the second half Homestead rollback real estate reimbursement and another distribution from the John & Meta Dennis Trust Foundation.

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

<b>BEGINNING FUND BALANCE OCTOBER 1, 2019</b>		<b>5,484,801.63</b>
<b>PERSONNEL EXPENDITURES</b>		
Salaries	\$201,569.63	
Medicare	\$2,854.91	
Hospitalization October premium	\$57,052.50	
OPERS September 2019	\$30,092.03	
<b>VOUCHERS</b>		<b>\$291,569.07</b>
- Contract Services	\$82,050.68	
- Supplies	\$28,050.70	
- Materials	\$17,885.77	
- Equipment	\$38,447.42	
- Other	\$1,705.40	
- Travel	\$255.89	
- Advertising	\$14,734.29	<b>\$183,130.15</b>
<b>EXPENDITURES &amp; OTHER USES</b>		<b>\$474,699.22</b>
<b>REVENUES &amp; OTHER SOURCES</b>		
<i>Interest - October 2019</i>	\$9,542.29	
<u>General Tax Collections</u>		
- Local Government Funds	\$7,857.17	
- 2nd Half Homestead Rollback 2018 Real Estate Tax Reimbursement	\$395,847.48	
- 2nd Half Homestead Rollback 2018 Manufactured Homes	\$4,260.14	
<u>Gifts &amp; Donations</u>		
- Bird Box - \$63.05, Larry Plant - \$500.00 in memory of Carol Plant	\$563.05	
- Joseph Kickel - \$25.00, Don Burton - \$50.00, Cheryl Christy - \$25.00 - unrestricted donations	\$100.00	
- Leslie Thorn - \$20.00, GPD patrons - \$10.00 - unrestricted donations	\$30.00	
- Estate of Thelma G. Payne - \$2,000.00	\$2,000.00	

- John & Meta Dennis Trust - \$21,407.85 \$21,407.85

Fees

- Camping \$1,170.00  
- Facilities \$3,785.00  
- Utilities \$780.00  
- Programs - \$31.00 / Workshops - \$645.00 / Out of County fee - \$24.00 \$700.00  
- Vendor Fees - Fall Days - \$105.00, Holly Days - \$850.00, Mistletoe Mkt - \$50.00 \$1,005.00  
- Vendor fee - Frozen Fest - \$50.00 \$50.00  
- Kayaks - \$306.23, Ropes - \$175.05 \$481.28

- Sales - TWW - \$841.57 MC - \$12.00 \$853.57

Other Revenue Receipts

- Observatory House Rent - Sindelar - \$300.00, Chickagami House Rent - Kolar - \$400.00 \$700.00  
- C.Bricklebank - \$50.00 sale of VLW surplus sand trap rakes & greens cutter \$50.00  
- K.Michalski - \$1,010.00 sale of VLW surplus Jacobsen seeder \$1,010.00  
- Painesville Country Club - \$4,800.00 sale of VLW surplus Toro Groundmaster 4000D \$4,800.00  
- S.Marvin - \$6,200.00 sale of VLW surplus Toro Boom Sprayer \$6,200.00  
- Upgate Store - \$5,150.00 sale of VLW surplus Turf Truckster \$5,150.00  
- Cutler Equipment - \$2,950.00 sale of VLW surplus Jacobsen Mower \$2,950.00  
- K. Klingman - \$250.00 sale of VLW surplus Greenshire Aerator \$250.00  
- M.Szuch - \$1,409.00 sale of VLW surplus portable engine parts for water pump \$1,409.00  
- Employee reimbursement for tip on credit card \$3.71  
- Recycling proceeds for metal from VLW garage & South Ops \$68.95

**REVENUES & OTHER SOURCES \$473,024.49**

**ENDING FUND BALANCE AS OF OCTOBER 31, 2019 5,483,126.90**

LAND IMPROVEMENT FUND

**BEGINNING FUND BALANCE OCTOBER 1, 2019 1,421,266.08**

**EXPENDITURES & OTHER USES**

Vouchers

- Professional Services \$23,113.61  
- Contract Services \$359,187.08

**EXPENDITURES & OTHER USES \$382,300.69**

**REVENUES & OTHER SOURCES**

- Interest - October 2019 \$2,852.03

- Other - Royalties/In-Lieu Fees

- Abela / Farley - \$248.57, Swine Creek-Ford Windsor - \$35.76 \$284.33

**REVENUES & OTHER SOURCES \$3,136.36**

**ENDING FUND BALANCE AS OF OCTOBER 31, 2019 1,042,101.75**

RETIREMENT RESERVE ACCOUNT

**BEGINNING FUND BALANCE OCTOBER 1, 2019 58,476.37**

<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest -October 2019</i>	\$134.53
<b>REVENUES &amp; OTHER SOURCES</b>	<b>134.53</b>
<b>ENDING FUND BALANCE AS OF OCTOBER 31, 2019</b>	
<b>58,610.90</b>	
<b><u>PARK CAPITAL RESERVE ACCOUNT</u></b>	
<b>BEGINNING FUND BALANCE OCTOBER 1, 2019</b>	
<b>476,899.89</b>	
<b>EXPENDITURES &amp; OTHER USES</b>	
Vouchers	
<b>EXPENDITURES &amp; OTHER USES</b>	<b>\$0.00</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - October 2019</i>	\$885.38
<b>REVENUES &amp; OTHER SOURCES</b>	<b>\$885.38</b>
<b>ENDING FUND BALANCE AS OF OCTOBER 31, 2019</b>	
<b>477,785.27</b>	
<b><u>K-9 FUND</u></b>	
<b>BEGINNING FUND BALANCE OCTOBER 1, 2019</b>	
<b>1,665.87</b>	
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Donations</i>	
- Susan Lavine - K-9 donation	\$50.00
<b>REVENUES &amp; OTHER SOURCES</b>	<b>\$50.00</b>
<b>EXPENDITURES &amp; OTHER USES</b>	
Vouchers	
<b>EXPENDITURES &amp; OTHER USES</b>	<b>\$148.50</b>
<b>ENDING FUND BALANCE AS OF OCTOBER 31, 2019</b>	
<b>1,567.37</b>	

**PRESENTATION OF VOUCHERS**

Mrs. Dottore asked about costs related to horse drawn wagon rides and performers for special events. Mr. Kolar responded this cost is for a total of 6 days and explained the performers were magicians. Mrs. Dottore inquired about a power rake repair. Mr. McCue explained the machine is used for making trails. Mrs. Dottore requested information regarding costs for deck repair at Veteran’s Legacy Woods. Mr. McCue responded that the structural engineer gave recommendations to repair the deck for use and these costs were to bring the deck up to code. Mr. Lah asked about pesticide applications, and biologist Paul Pira replied that not much is used however trees were recently treated for Hemlock Woolly Adelgid, an invasive insect.

Mrs. Dottore made a motion to approve the October 2019 paid vouchers and amended to include invoices for ARMS Trucking from the month of September. 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 MANAGEMENT SERVICES AGREEMENT**

Mr. Oros presented an update to the draft for a service agreement that he emailed to the commissioner’s. He mentioned Helene’s Cuisine have asked to be an exclusive caterer and they would like to see a lower price point than what the park currently charges for the facility. He explained they are also requesting a two year contract, with a 3<sup>rd</sup> year option. Mr. Bates asked if there may be an advantage to wait for the master plan before locking into anything exclusively. The commissioner’s determined they would like to retain availability of the facility to park patrons, and discussion regarding catering will continue.

**NEW BUSINESS**

**DRAFT OF 2020 BUDGET**

Mr. Oros presented the draft of the 2020 budget and informed the board a request for approval would be presented at the December 2019 meeting. Mrs. Dottore stated she noticed several items have increased and she wants to be reassured they did not go up because the levy recently passed. She noticed the budget total appropriations were 2.3 million and are now at 2.45 million. Mrs. Dottore requested information to justify increases in personnel, 66, contracted services 65 & 66, equipment, 63, 64, and 66 and the decrease in materials, 66. Mr. Lah requested details for any category that has changed 10% or more. Mr. Oros stated he will send the detailed budgets to the commissioners.

**2020 HEALTHCARE**

Mr. Oros informed the commissioners that 2020 healthcare rates will decrease for the employer contribution by \$11, 495.52 for 2020 based on current enrollment. He requested they approve the same rates as the county for 2020. Mr. Bates asked if the number of employees will be the same this year as last year, or if this is because the costs per family went down. He asked for the percentage the costs went down. Mr. Lah asked if employees understand the difference from being in the public sector versus being in the private sector as far as the contributions to healthcare costs. Mrs. Dottore requested an average of what individuals are paying for healthcare currently.

Mrs. Dottore made a motion to approve healthcare costs. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved:

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

**RESOLUTION NO. 20-19 – 2020 CONTRACT WITH AUDITOR OF STATE**

Mr. Oros presented a request for approval to utilize the services of the Auditor of State to review the annual Hinkle report. Mrs. Freno provided further explanation to the board.

Mrs. Dottore made a motion to approve utilizing the services of the Auditor of State, Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved:

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

**PLANNING & OPERATIONS UPDATE**

Mr. Oros presented an update to the board. He explained the in house construction continues, and all other projects listed are complete. Mr. Lah stated he receives many compliments on many of the parks projects. Mrs. Dottore had to leave the meeting.

**MODROO PROPERTY CAPITAL IMPROVEMENT PLAN**

Mr. McCue presented improvements recommended for the Modroo property and distributed the plan to the board including a parking area with a driveway, and a turf pathway through the park. He stated the plan looks good to his department. Mr. Lah inquired about any existing trail and Mr. McCue replied there is not a trail currently, so NRM would mow a trail which would require maybe 3 to 4 mowing per year. Mr. Lah discussed trails that accommodate people with disabilities and his concern that we may be sacrificing parks that are owned by the district for parks that are leased. He stated he doesn't want resources taken from parks that are used for a leased park. Mr. McCue responded that we would only maintain the mowed trail. Mr. Oros explained the improvements will be paid for by the Western Reserve Land Conservancy with money set aside previously. Mr. Lah requested the vote be tabled until the next meeting since he is not in favor of this.

**RESOLUTION NO. 22-19 – BUDGET AMENDMENT #17**

Mr. Oros presented a request for approval to move appropriations from Operations Department/Personnel to IT Department, Marketing and NRM/Planning.

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

Mr. Bates	Yes
Mr. Lah	Yes

**SURPLUS PROPERTY**

Mr. Oros presented a request for surplus property for several items.

Mr. Lah made a motion to approve the items as surplus property, Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Lah	Yes
Mr. Bates	Yes

**COMMISSIONER'S TIME**

Mr. Oros shared a letter from Judge Grendell from the Geauga County Probate Court congratulating the park district for the passage of the park levy. Mr. Lah offered his congratulations also.

The next board meeting will be December 10, 2019 at 8:30 am at Claridon Woodlands Park.

**ADJOURNMENT**

Mr. Bates made a motion to adjourn the meeting.

Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Bates	Yes
Mr. Lah	Yes

The meeting was adjourned at 10:04 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