

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
December 10, 2019**

The regular meeting of the Geauga Park District Board was held December 10, 2019 at the lodge at Claridon Woodlands Park, Chardon, OH. The meeting was called to order at 8:30 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.

Park District Employees	GUESTS
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	
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

Mr. Lah made a motion to approve the agenda. 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

ADOPTION OF THE MINUTES

The Board was presented with the minutes from the November 12, 2019 Regular Board meeting.

Mr. Bates made a motion to approve the November 12, 2019 Board Meeting minutes. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved.

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

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided the November 2019 Financial Statement.

Geauga Park District
**FINANCIAL STATEMENT MONTH ENDED
November 30, 2019
GENERAL FUND**

BEGINNING FUND BALANCE NOVEMBER 1, 2019

5,483,126.90

PERSONNEL EXPENDITURES

Salaries	\$226,211.80
Medicare	\$3,204.52
Hospitalization premiums - November 2019	\$55,485.00
OPERS October 2019	\$29,467.03

VOUCHERS		\$314,368.35
- Contract Services	\$66,759.40	
- Supplies	\$34,791.42	
- Materials	\$39,666.48	
- Equipment	\$12,200.69	
- Other	\$3,403.04	
- Travel	\$1,700.67	
- Advertising	\$9,910.76	\$168,432.46
EXPENDITURES & OTHER USES		\$482,800.81
REVENUES & OTHER SOURCES		
<i>Interest - November 2019</i>	\$9,301.31	
<u>General Tax Collections</u>		
- Local Government Funds	\$8,147.12	
- 2nd Half Homestead Rollback 2018 Manufactured Homes	\$2,117.31	
<u>Gifts & Donations</u>		
- Debbie Remias - \$500.00 Memorial bench at Beartown Lakes	\$500.00	
- John & Meta Dennis Trust donation - \$39,000.00	\$39,000.00	
- Scott & Carol Kenney - \$75.00 unrestricted donation	\$75.00	
<u>Fees</u>		
- Camping	\$820.00	
- Facilities	\$3,795.00	
- Utilities	\$1,180.00	
- Programs -Out of County - \$36.00, Workshops - \$507.00	\$543.00	
- Vendor Fees - Frozen Fest - \$50.00, Holly Days - \$455.00, Mistletoe Mkt - \$70.00	\$575.00	
Sales - TWW - \$1438.58, MC - \$160.27	\$1,598.85	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar - \$300.00, Chickagami House Rent - Kolar - \$400.00	\$700.00	
- K.Flanigan - \$75.00 Golf club machine, D.Zimperman - \$30.00 ash trays - coolers- fuel cans	\$105.00	
- D.Decamillo - \$3,451.00 Ford F350, M.Houser - \$550.00 2007 Taurus	\$4,001.00	
- S.Walker - \$400.00 Jacobsen greens mower, T.West - \$125.00 Jacobsen Mower	\$525.00	
- Reimbursement from employee for excess of allowed meal expense	\$7.13	
- Staples refund for duplicate payment \$11.09, Centerra Co-Op 2019 Distribution of Funds - \$201.07	\$212.16	
REVENUES & OTHER SOURCES		\$73,202.88
ENDING FUND BALANCE AS OF NOVEMBER 30, 2019		5,073,528.97
<u>LAND IMPROVEMENT FUND</u>		
BEGINNING FUND BALANCE NOVEMBER 1, 2019		1,042,101.75
EXPENDITURES & OTHER USES		
Vouchers		
- Professional Services	\$7,584.00	
- Contract Services	\$90,343.40	

EXPENDITURES & OTHER USES		\$97,927.40
REVENUES & OTHER SOURCES		
- <u>Interest - November 2019</u>		\$2,109.43
- <u>Other - Royalties/In-Lieu Fees</u>		
- Ford Windsor - \$38.20, Abela-Farley - \$11.37, Swine Creek Dobra - \$30.34		\$79.91
REVENUES & OTHER SOURCES		\$2,189.34
ENDING FUND BALANCE AS OF NOVEMBER 30, 2019		
		946,363.69
<u>RETIREMENT RESERVE ACCOUNT</u>		
BEGINNING FUND BALANCE NOVEMBER 1, 2019		
		58,610.90
REVENUES & OTHER SOURCES		
<u>Interest - November 2019</u>		\$103.46
REVENUES & OTHER SOURCES		103.46
ENDING FUND BALANCE AS OF NOVEMBER 30, 2019		
		58,714.36
<u>PARK CAPITAL RESERVE ACCOUNT</u>		
BEGINNING FUND BALANCE NOVEMBER 1, 2019		
		477,785.27
EXPENDITURES & OTHER USES		
Vouchers		
EXPENDITURES & OTHER USES		\$0.00
REVENUES & OTHER SOURCES		
<u>Interest - November 2019 - will post in December</u>		\$843.37
REVENUES & OTHER SOURCES		\$843.37
ENDING FUND BALANCE AS OF NOVEMBER 30, 2019		
		478,628.64
<u>K-9 FUND</u>		
BEGINNING FUND BALANCE NOVEMBER 1, 2019		
		1,567.37
REVENUES & OTHER SOURCES		
<u>Donations</u>		
- Louise Foster - \$150.00, April Oros - \$50.00, GPD Patrons - \$150.00		\$350.00
- Interstate Towing - \$400.00		\$400.00
REVENUES & OTHER SOURCES		\$750.00
EXPENDITURES & OTHER USES		
Vouchers		\$386.52
EXPENDITURES & OTHER USES		\$386.52
ENDING FUND BALANCE AS OF NOVEMBER 30, 2019		
		1,930.85

PRESENTATION OF VOUCHERS

Mrs. Dottore asked Mr. Oros to tell the board more about the recent trust donation from the John & Meta Dennis Trust Foundation. Mr. Oros explained the unrestricted donations totaling nearly \$300,000.00 were received from John & Meta Dennis whom were long time park supporters. He explained the park district has made several unsuccessful attempts to contact the distributor of the trust and Mr. Lah asked that the park district continue reaching out to them. Mrs. Dottore inquired about the new carpet install in the Oak Room. Mr. McCue responded this was to replace the original carpet which was quite old and worn out. Mrs. Dottore inquired about security cameras. Lt. Sloan explained that cameras have been installed recently due to several incidents of vandalism at some parks and that this has immediately proven to be a successful deterrent. He also said each operations facility does have security alarms but there will be more surveillance cameras added in the near future. Mr. Lah mentioned posting signs regarding cameras may be helpful. Mrs. Dottore requested information about the salamander larvae grant. Mr. Pira responded that a researcher from the Natural History Museum has been looking at the caterpillar larvae populations in the park district, including tracking changes, diseases and adaptations. He said we have learned some new things from this research. Mrs. Dottore inquired about purchases made for Frozen Fest. Mr. Kolar explained these items are replacing older, worn out items used in previous years and the new items will be used for years to come.

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

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

OLD BUSINESS

2020 AMENDED BUDGET

Mr. Oros presented a request for approval of the 2020 amended budget. He provided the detailed budgets to the board after the last meeting and provided a handout that highlighted the changes from 2019. Mrs. Dottore noticed salary listed twice. Mr. Oros pointed out these are salaries for two different departments.

Mrs. Dottore made a motion to approve the 2020 amended budget. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved:

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

MODROO PROPERTY CAPITAL IMPROVEMENTS PLAN

Mr. Oros presented a request tabled at the last meeting for improvements recommended for the Modroo property. He said the plans call for the installation of an entry drive, parking lot, and a hiking trail loop with a trailhead arbor. Mr. Oros explained it is a mowed trail system, and the parking lot will have 6 parking spots. He said the Western Reserve Land Conservancy has worked with the Russell Township Park Board and property neighbors to develop the plan. Mr. Oros also stated Western Reserve Land Conservancy will oversee the project and funds are being provided through them.

OLD BUSINESS

PLANNING & OPERATIONS UPDATE

Mr. Oros presented an update to the board and said Deep Woods Lodge turned out very nice, has a fireplace and is now available for the public to reserve. Mr. McCue explained all projects are complete. Mr. Lah mentioned he has received many compliments regarding the park’s facilities.

ADVERTISE TO BID WELTON’S GORGE & BEAVER CREEK PROJECTS IN 2020

Mr. Oros presented a request for approval to go out for bid for Welton’s Gorge for \$435,000.00 and a request for qualifications for design build services for the Beaver Creek restoration project for \$845,340.00. He said design and development plans and a plan for Beaver Creek have been previously

provided to the board. Mr. McCue explained that Beaver Creek is a restoration project in sponsorship with WRRSP (Water Resource Restoration Sponsor Program) and the actual loan is through the Northeast Ohio Regional Sewer District. He said that Welton's Gorge will have a 20 car aggregate parking lot, a single restroom and the in-house construction department will install trails and an overlook. All questions from the board were answered satisfactorily. Mr. Oros thanked staff, and Mr. Pira for all their work.

Mr. Bates made a motion to approve to go out for bid for Welton's Gorge for \$435,000.00 and a request for qualifications for design build services for the Beaver Creek restoration project for \$845,340.00, Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved:

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

RESOLUTION NO. 23-19 – BUDGET AMENDMENT #18

Mr. Oros presented a request to approve a budget amendment to transfer appropriations from Operations OPERS account to the IT, Marketing and NRM/Planning OPERS account for year-end payroll. Mrs. Freno answered all questions satisfactorily.

Mrs. Dottore made a motion to approve the resolution, Mr. Bates seconded the motion and after roll-call vote, the motion was approved.

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

SURPLUS PROPERTY

Mr. Oros presented a request for surplus property for several items to be scrapped.

Mr. Bates 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 3-0:

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

COMMISSIONER'S TIME

Mr. Oros informed the board Geauga Park District won a 2nd place award for Holbrook Hollows in the Capital Improvement Projects between \$1 million to \$2.5 million category. He congratulated and thanked staff for this accomplishment.

Mr. Oros notified the board reservations for 2020 opened on 12/2/19. Mrs. Hatridge shared that opening day 2018 had over \$9000.00 total sales for reservations, and this year the total sales for opening day reservations were over \$16,000.00.

Mr. Lah expressed his interest in making sure the parks are serving residents with disabilities so they may access park trails, and that the park district maintains the trails at Veteran's Legacy Park. He mentioned looking into possibly purchasing a few wheelchairs to be available for residents with disabilities to use.

Mrs. Dottore requested an updated spreadsheet with all park properties listed and the total percentage of parks that are accessible in the park district. She also asked that the Rangers keep an eye on events being held at the park and enforce rules regarding political solicitation for signatures. Mr. Lah added that he would like the spreadsheet to include any issues specific to each property. Mr. Lah requested a double check to see if special assessments are taxed for the park district.

The next board meeting will be January 14, 2020 at 8:30 am at the Meyer Center, Big Creek Park.

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. 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

The board entered Executive Session at 9:24 a.m. The Board came out of Executive Session at 9:58 a.m. No item was brought forward.

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 3-0:

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

The meeting was adjourned at 9:59 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

, President