

**GEAUGA PARK DISTRICT BOARD  
OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
March 10, 2020**

The regular meeting of the Geauga Park District Board was held March 10, 2020 at Swine Creek Lodge at Swine Creek Park, Middlefield, OH. The meeting was called to order at 8:42 a.m. Commissioners Howard Bates, Jackie Dottore, and Pat Preston were present.

Mr. Bates 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	
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**

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

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

**ADOPTION OF THE MINUTES**

The Board was presented with the minutes from the February 11, 2020 Regular Board meeting.

Mrs. Dottore made a motion to approve the February 11, 2020 Board Meeting minutes.

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

Mr. Bates	Yes
Mr. Preston	Yes
Mrs. Dottore	Yes

**PRESENTATION OF FINANCIAL STATEMENT**

The Board was provided the February 2020 Financial Statement.

*Geauga Park District*  
**FINANCIAL STATEMENT MONTH ENDED  
29-Feb-20  
GENERAL FUND**

<b>BEGINNING FUND BALANCE FEBRUARY 1, 2020</b>		<b>4,330,340.34</b>
<b>PERSONNEL EXPENDITURES</b>		
Salaries	\$217,516.78	
Medicare	\$3,086.64	
Hospitalization -Jan- \$53,244.80 & Feb - \$53,244.80 premiums	\$106,489.60	
OPERS January 2020	\$29,305.88	
<b>VOUCHERS</b>		<b>\$356,398.90</b>
- Contract Services	\$73,755.34	
- Supplies	\$37,185.57	

- Materials	\$7,310.49	
- Equipment	\$29,478.76	
- Other	\$46,662.83	
- Advertising	\$4,607.84	
-Travel	\$7.00	<b>\$199,007.83</b>
<b><u>Cash Transfer</u></b>		
- Cash Transfer to Land Improvement Fund	\$1,000,000.00	
- Cash Transfer to Retirement Reserve Fund	\$28,000.00	<b>\$1,028,000.00</b>
<b>EXPENDITURES &amp; OTHER USES</b>		<b>\$1,583,406.73</b>
<b>REVENUES &amp; OTHER SOURCES</b>		
<i>Interest - February - 2020</i>	\$7,012.38	
<b><u>General Tax Collections</u></b>		
- Local Government Funds	\$8,940.05	
- 2020 Worker's Comp Premium Rebate - (BWC Surplus distributed to Ohio employers)	\$1,779.63	
<b><u>Gifts &amp; Donations</u></b>		
- Bird Box - \$20.00	\$20.00	
<b><u>Fees</u></b>		
- Camping	\$1,080.00	
- Shelters	\$16,925.00	
- Utilities	\$1,570.00	
- Programs / Workshops	\$779.00	
- Programs - out of county	\$56.00	
-Vendor Fees - Farm Mkt- \$90.00, Nature Arts Festival - \$50.00	\$140.00	
<i>Sales - TWW - \$1,647.32, MC - \$54.83</i>	\$1,675.53	
<b><u>Other Revenue Receipts</u></b>		
- Observatory House Rent - Sindelar	\$325.00	
- Chickagami House Rent - Kolar	\$400.00	
- Public Records request - \$1.00, Willoughby Recycling - \$43.87 scrap metal	\$44.87	
- Agricultural Leases - G.McDonald \$248.00 Heritage Acres	\$248.00	
- Agricultural Leases - D. Hofstetter Jr. - \$1,870.00 Observatory & Claridon Woodlands	\$1,870.00	
- Agricultural Leases - G. Soltis - \$1,455.00 Observatory	\$1,455.00	
- Reimbursement of RE taxes W.McCullam parcel 23-209200 - \$929.92	\$929.92	
- Airgas refund of duplicate payment - \$103.20	\$103.20	
<b>REVENUES &amp; OTHER SOURCES</b>		<b>\$45,353.58</b>
<b>ENDING FUND BALANCE AS OF FEBRUARY 29, 2020</b>		<b>2,792,287.19</b>
<b><u>LAND IMPROVEMENT FUND</u></b>		
<b>BEGINNING FUND BALANCE FEBRUARY 1, 2020</b>		<b>818,264.36</b>
<b>EXPENDITURES &amp; OTHER USES</b>		
Vouchers		
- Contract Services	\$5,059.78	
- Project Contracts	\$1,110.06	
<b>EXPENDITURES &amp; OTHER USES</b>		<b>\$6,169.84</b>
<b>REVENUES &amp; OTHER SOURCES</b>		
<i>- Interest - February 2020</i>	\$1,307.66	

<u>- Other - Royalties/In-Lieu Fees</u>	
- Ford/Windsor - \$403.91	\$403.91
- EPA 319 - Sunnybrook stream restoration grant	\$520.56
<u>Cash Transfer</u>	
- Cash Transfer from General Fund	\$1,000,000.00
<b>REVENUES &amp; OTHER SOURCES</b>	<b>\$1,002,232.13</b>
<b>ENDING FUND BALANCE AS OF FEBRUARY 29, 2020</b>	
	<b>1,814,326.65</b>
<u>RETIREMENT RESERVE ACCOUNT</u>	
<b>BEGINNING FUND BALANCE FEBRUARY 1, 2020</b>	<b>58,900.96</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<u>Interest - February 2020</u>	\$93.81
- Cash Transfer from General Fund	\$28,000.00
<b>REVENUES &amp; OTHER SOURCES</b>	<b>\$28,093.81</b>
<b>ENDING FUND BALANCE AS OF FEBRUARY 29, 2020</b>	
	<b>86,994.77</b>
<u>PARK CAPITAL RESERVE ACCOUNT</u>	
<b>BEGINNING FUND BALANCE FEBRUARY 1, 2020</b>	<b>480,149.77</b>
<b>EXPENDITURES &amp; OTHER USES</b>	
Vouchers	\$0.00
<b>EXPENDITURES &amp; OTHER USES</b>	<b>\$0.00</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<u>Interest - February 2020</u>	\$764.71
<b>REVENUES &amp; OTHER SOURCES</b>	<b>764.71</b>
<b>ENDING FUND BALANCE AS OF FEBRUARY 29, 2020</b>	<b>480,914.48</b>
<u>K-9 FUND</u>	
<b>BEGINNING FUND BALANCE FEBRUARY 1, 2020</b>	<b>1,609.50</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<u>Donations</u>	
<b>REVENUES &amp; OTHER SOURCES</b>	<b>\$0.00</b>
<b>EXPENDITURES &amp; OTHER USES</b>	
Vouchers	\$0.00
<b>EXPENDITURES &amp; OTHER USES</b>	<b>\$0.00</b>
<b>ENDING FUND BALANCE AS OF FEBRUARY 29, 2020</b>	<b>1,609.50</b>

**PRESENTATION OF VOUCHERS**

Mrs. Dottore asked for more information about \$11,400 in contracted services for preventative maintenance. Mr. Oros explained this was for the HVAC at all of the buildings, and Mr. McCue added this is for contracted HVAC annual maintenance services for all facilities twice a year. Mrs. Dottore requested a thorough recap of Frozen Fest. Mr. Oros responded this will be provided in an after action report from the Naturalist department. Mrs. Dottore said she would like to see more details for \$1700.00 for face painters and mentioned that \$1600.00 for cookies seems shameful and kind of wasteful. Mrs. Freno explained this was for 2300 cookies.

Mr. Bates made a motion to approve the February 2020 paid vouchers, excluding Arms Trucking and Preston vouchers. Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mrs. Dottore	Yes
Mr. Preston	Yes
Mr. Bates	Yes

Mrs. Dottore made a motion to approve February 2020 Arms Trucking vouchers. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 2-1 abstained:

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Abstained

Mr. Bates made a motion to approve February 2020 Preston vouchers. Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 2-1 abstained:

Mr. Bates	Yes
Mrs. Dottore	Yes
Mr. Preston	Abstained

## **OLD BUSINESS**

### **PARK PLANNING**

Mr. Oros presented updated information from the Planning department and the park biologist. He mentioned that Mr. Pira's memo indicated GIS data shows that 89.5% of park lands are in a natural state such as wetlands, forest shrub lands and open waters. He stated 10.5% is in a managed state such as agriculture, meadows, mowed grass and trails. Mrs. Dottore inquired about Artem, Oakton, Stapel's Meadows and Brede properties. Mr. Oros explained Artem is sort of landlocked and Maple Highlands Trail goes through it, but vehicular access is limited. He said Stapel's Meadows is accessible by Bascom Rd., which is a combination of meadow scrub/shrub, forested areas, and headwaters of the Cuyahoga. Mr. Pira and Mr. McCue mentioned they are looking at grant opportunities for restoration and possibly adding parking and foot trails at Stapel's Meadows. Mr. Oros discussed the Brede property next, which he said is virtually all open water wetlands and is accessible via Rte. 700. He explained the Oakton property is only accessible via Tewksbury off of Aquilla Rd., and contains open water, wetlands and forest. He said it is essentially not accessible due to the area on the western side which is all wetlands. Mr. Pira also added this property includes very high quality wetlands.

Mr. Oros advised the board he is open to any changes or deviations from the previously presented five year plan the board may have. He said the plan is a combination of maintaining what the parks already have, and accessing newer properties such as Welton's Gorge this summer..

## **NEW BUSINESS**

### **PLANNING & OPERATIONS UPDATE**

Mr. McCue explained the construction crew is working on the bridge crossing at Sunnybrook and also work will be done on the center section bridge at Bessie Benner. He said Operations has been doing some sugaring the last few weeks and other maintenance items, such as chipping on Maple Highlands Trail and over at Big Creek. He shared that natural resource management is working on some grants, including two Ohio EPA 319 grants for Veteran's Legacy Woods related to green infrastructure, and one for brook trout at Spring Brook at Bass Lake. Mr. Bates asked about the old fireplace at Welton's Gorge and whether that will be taken down or incorporated into the plan. Mr. McCue responded it will not be taken down, and it will be incorporated into the Naturalist interpretative programming plan along with some coordinated signage.

### **RESOLUTION NO. 4-20 ODNR PADDLING ENHANCEMENT GRANT**

Mr. Oros presented a resolution requesting approval to apply for up to \$75,000.00 of grant funding towards improvements at Eldon Russell Park including the launch area, replacement of the restrooms and the picnic shelter floor.

Mr. Bates made a motion to approve application for grant funding towards Eldon Russell Park enhancements, Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

**VETERAN’S LEGACY WOODS FACILITY USE**

Mr. Oros revisited the discussion regarding Veteran’s Services using the first floor of the Veteran’s Legacy Woods banquet facility which is not currently being used. He also explained they could possibly use it for office space and providing veteran’s services and the planning team is currently working on the master plan for this property. Mrs. Dottore said the details need to be discussed and the park would need to maintain access to the commercial kitchen, when and if we get to the point of being able to do large events upstairs. Mr. Oros stated the second floor is currently available to be reserved by the public through the end of the year and we don’t want to let the first floor sit vacant for too long. Mrs. Dottore asked if current reservations are bringing in outside food and Mr. Oros replied that they do not currently have access to the kitchen. Michelle Pemberton, Director of Geauga County Veteran’s Services said it would be a great asset to the community and they could hold bigger events here for the veterans and their families, along with partners such as JFS, UH hospitals, and all the other agencies they partner with could actually have for the veterans themselves. Mr. Oros shared as a veteran himself, it means a lot to serve our veterans collaborating and gathering in parks. He thinks this is a great concept and idea, and will move this forward through the master planning process.

**SURPLUS PROPERTY**

Mr. Oros presented a request for surplus property items to be scrapped and traded in. Mrs. Dottore made a motion to approve the items as surplus property, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Bates	Yes
Mr. Preston	Yes
Mrs. Dottore	Yes

**COMMISSIONER’S TIME**

Mr. Oros introduced Gretchen Faro, director of the Foundation for Geauga Parks. Ms. Faro said she joined the foundation in July 2019 with the purpose of transitioning the organization from a largely volunteer organization to raising money for parks across Geauga County. She mentioned they are holding funds in stewardship on behalf of the park district. Ms. Faro provided the board an unaudited 2019 list of assets available for park district use. She also explained there is an endowment specifically for Naturalists to use, with assets available for Frohring Meadows meant to enhance the visitor experience, the environment, and to restore and protect habitat.

Mr. Oros provided an update on the maple syrup production and Saps-a-Risin’. He shared that the operations crew has produced 150 gallons of syrup to date and he said the syrup tastes phenomenal this year.

Mr. Oros shared several upcoming school programs to be presented by the Naturalists which include Burton Elementary, Ledgemont Special Needs K-2, St. Helen’s Preschool, Agape Christian School, Jordak Elementary 2<sup>nd</sup> grade, Westwood Elementary 4<sup>th</sup> grade, and Munson Elementary 1<sup>st</sup> grade.

Mr. Oros informed the board that Saps-a-Risin’ last Sunday drew 948 in attendance, and 450 attended the previous Sunday.

**EXECUTIVE SESSION**

Mr. Oros requested a motion to enter into executive session to for the discipline of a public employee. Mrs. Dottore made a motion to enter into executive session to discuss the discipline of a public employee. 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. Preston	Yes
Mr. Bates	Yes

The board entered Executive Session at 9:11 a.m. The Board came out of Executive Session at 9:52 a.m. No item was brought forward.

The next board meeting was changed to April 21, 2020 at 8:30 a.m. at Affelder House at The West Woods park due to Easter week.

**ADJOURNMENT**

Mr. Bates made a motion to adjourn the meeting.

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

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

The meeting was adjourned at 9:53 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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Howard Bates, President