

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
May 12, 2020**

The regular meeting of the Geauga Park District Board was held May 12, 2020 at the Meyer Center at Big Creek Park, Chardon, OH. The meeting was called to order at 8:29 a.m. Commissioners Howard Bates and Pat Preston were present.

Mr. Oros 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	
Mike Rose, Ranger	
Sheryl Hatridge, Administrative Services Manager	
Lucas Beamer, IT Assistant	
Todd Hicks, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called the roll.

APPROVAL OF THE AGENDA

Mr. Bates made a motion to approve the agenda. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 2-0.

Mr. Preston	Yes
Mr. Bates	Yes

ADOPTION OF THE MINUTES

The Board was presented with the minutes from the April 21, 2020 Regular Board meeting.

Mr. Preston made a motion to approve the April 21, 2020 Board Meeting minutes. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Bates	Yes
Mr. Preston	Yes

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided the April 2020 Financial Statement. All questions were answered satisfactorily.

Geauga Park District
**FINANCIAL STATEMENT MONTH ENDED
30-Apr-20
GENERAL FUND**

BEGINNING FUND BALANCE APRIL 1, 2020	5,632,124.66
PERSONNEL EXPENDITURES	
Salaries	\$196,843.37
Medicare	\$2,779.20
Hospitalization April premiums	\$53,244.80
OPERS March 2020	\$28,786.69
VOUCHERS	\$281,654.06
- Contract Services	\$43,574.91
- Supplies	\$11,741.33
- Materials	\$6,242.35

- Equipment	\$18,670.82	
- Other	\$4,517.00	
- Travel	\$4,221.86	
- Advertising		\$88,968.27
Auditor Fees		
- Auditor Fees - Real Estate Mfg Homes Property Tax Auditor Fees	\$692.95	\$692.95
EXPENDITURES & OTHER USES		\$371,315.28
REVENUES & OTHER SOURCES		
- Interest - April - 2020	\$5,970.48	
<u>General Tax Collections</u>		
- Local Government Funds	\$5,277.68	
- Real Estate Manufactured Homes Distribution - 1st Half Settlement (net \$5,707.82)	\$6,400.77	
<u>Gifts & Donations</u>		
- Fay Boyskin / Cleveland Fdn - \$2,000.00 for Bessie Benner Metaenbaum park	\$2,000.00	
- Hanes Family Fund / Cleveland Fdn - \$500.00 for Nature Scopes program	\$500.00	
- John & Geraldine Peck - \$35.00 Donation for Adventure Camp program	\$35.00	
<u>Fees</u>		
- Camping - closed due to pandemic	\$0.00	
- Shelters - closed due to pandemic	\$0.00	
- Utilities - closed due to pandemic	\$0.00	
- Programs / Workshops - closed due to pandemic	\$0.00	
- Vendor Fees - Farmer's Mkt - \$85.00, Fall Fest - \$15.00, NAF-\$50.00	\$150.00	
- Sales - TWW - .0, MC - \$.0 - closed due to pandemic	\$0.00	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar- \$325.00, Chickagami House Rent - Kolar - \$400.00	\$725.00	
- Centerra Co-Op distribution of funds	\$85.98	
- Refund from NAI for cancelled Regional Conference April 20-24	\$2,480.00	
REVENUES & OTHER SOURCES		\$23,624.91
ENDING FUND BALANCE AS OF APRIL 30, 2020		5,284,434.29
<u>LAND IMPROVEMENT FUND</u>		
BEGINNING FUND BALANCE APRIL 1, 2020		1,810,293.89
EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services	\$262.00	
- Project Contracts	\$30.18	
EXPENDITURES & OTHER USES		\$292.18
REVENUES & OTHER SOURCES		

<u>- Interest - April 2020</u>	\$2,762.83	
<u>- Other - Royalties/In-Lieu Fees</u>		
<u>- Ford-Windsor/ Dobra - \$92.01</u>	\$92.01	
REVENUES & OTHER SOURCES		\$2,854.84
ENDING FUND BALANCE AS OF APRIL 30, 2019		
		1,812,856.55
<u>RETIREMENT RESERVE ACCOUNT</u>		
BEGINNING FUND BALANCE APRIL 1, 2020		87,095.39
REVENUES & OTHER SOURCES		
<u>Interest - April 2020</u>	\$132.69	
REVENUES & OTHER SOURCES		132.69
ENDING FUND BALANCE AS OF APRIL 30, 2020		
		87,228.08
<u>PARK CAPITAL RESERVE ACCOUNT</u>		
BEGINNING FUND BALANCE APRIL 1, 2020		481,599.09
EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services		
EXPENDITURES & OTHER USES		\$0.00
REVENUES & OTHER SOURCES		
<u>Interest - April 2020</u>	\$733.67	
REVENUES & OTHER SOURCES		733.67
ENDING FUND BALANCE AS OF APRIL 30, 2020		
		482,332.76
<u>K-9 FUND</u>		
BEGINNING FUND BALANCE APRIL 1, 2020		1,519.50
REVENUES & OTHER SOURCES		
<u>Donations</u>		
- West Geauga Kiwanis \$ 166.00	\$166.00	
REVENUES & OTHER SOURCES		\$166.00
EXPENDITURES & OTHER USES		
Vouchers		
- Other K-9 Expenses		
EXPENDITURES & OTHER USES		-
ENDING FUND BALANCE AS OF APRIL 30, 2020		
		1,685.50

PRESENTATION OF VOUCHERS

Mr. Preston made a motion to approve the April 2020 paid vouchers except for Arms Trucking vouchers.

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

Mr. Preston	Yes
Mr. Bates	Yes

NEW BUSINESS

PLANNING & OPERATIONS UPDATE

Mr. McCue provided an update and said Welton’s Gorge site clearing is done and earth work has begun. He said the kick-off meeting was held for Sunnybrook Preserve with the design build firm.

LIABILITY INSURANCE

Mr. Oros moved to present liability insurance to the board before Veteran’s Legacy Woods presentation. He presented the 2020/2021 renewal rate of \$68,300.00 which is lower than the quotes provided in 2017. Public Entity Pool (PEP) was the lowest quote in 2017 and has gone up slightly due to the addition of more parks and amenities.

Mr. Preston made a motion to approve the insurance for the year with PEP at \$68,300.00, Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Bates	Yes
Mr. Preston	Yes

VETERANS LEGACY WOODS MASTER PLAN

Mr. McCue provided an introduction of the Veteran’s Legacy Woods master plan and explained the park district acquired the previous Wicked Woods Golf Course in November 2018. The park has been accessible to the public since January 2019. The banquet facility has also been used within the past 10 months. Mr. McCue explained NRM did a management plan for the property and worked with planning staff to develop the plan. He said discussions of programming elements that were included in the development of this plan included how to honor Veteran’s, restore the golf course to a more natural habitat, preserve the west branch of the Cuyahoga River, and develop a park that is centrally located that takes advantage of the natural features and offers something for all residents of the county.

Mr. McConaughy presented the Veteran’s Legacy Woods master plan to the board and which will be a 3 phase plan that is implemented over several years. The 3 phases include core park development projects, primary restoration projects and future enhancements. The first phase would include the area near the banquet facility and ADA accessible trail loops. The second phase would include reforestation of all the greens and fairways, and the third phase would include mostly trail work linking old trails with new trails for more of a park setting. Mr. McCue added that the NRM shop is now the former maintenance facility, and the park district has an application in for Ohio EPA 319 grant funding for the parking lot area. He said other plan elements included are a sledding hill for winter months, a plaza/amphitheater space for programming throughout the year, a playground, shelter and picnic areas, gardens and memorial plaza space. Mr. Oros stated the plan is for the banquet facility to be available for reservations and to remodel the downstairs for the Veteran’s Services Commission to utilize in continuing conversations with them. Mr. Oros requested a motion from the board to go out for design and engineering services.

Mr. Preston made a motion to go out for design and engineering services for Veterans Legacy Woods, Mr. Bates seconded the motion and after roll call voice vote, the motion was approved 2-0:

Mr. Preston	Yes
Mr. Bates	Yes

RESOLUTION NO. 6-20 – BUDGET AMENDMENT #3

Mr. Oros presented a resolution requesting an appropriations transfer of \$3,000.00 from Contract Services/Naturalists, and \$5,000.00 from Equipment/IT to a Covid-19 account to cover expenses incurred related to the pandemic.

Mr. Preston made a motion to approve the appropriation transfer, Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Preston	Yes
Mr. Bates	Yes

COMMISSIONER’S TIME

Mr. Oros informed the board in the next couple weeks the 2021 mid-year appropriations budget will be sent to them. This is the budget to be put before the board for approval at the June park board meeting.

Mr. Bates requested an item to discuss increasing the board size be added to the June agenda and provide Mr. Preston with all previous updated data.

The next board meeting will be June 16, 2020 at 8:30 a.m. at Wisteria Hill Shelter at Bessie Benner Metzenbaum Park.

EXECUTIVE SESSION

Mr. Oros requested a motion to go into executive session to discuss the purchase of property and the compensation of an employee. Mr. Bates made a motion to enter into executive session. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Preston	Yes
Mr. Bates	Yes

The board entered Executive Session at 8:53 a.m. The Board came out of Executive Session at 9:07 a.m. No item was brought forward.

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 2-0:

Mr. Preston	Yes
Mr. Bates	Yes

The meeting was adjourned at 9:07 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

Howard Bates, President