



## Regular Board Meeting

Monday, May 14, 2018 6:30 pm

*(Meeting held at the Richfield Masonic Hall)*

**Call to Order:** Meeting was called to order at 6:30pm by Chairman Bob Becker.

**Roll Call:** Sandy Apidone, Bob Becker, Jeff DeLuca Pat Norris, Meg Slifcak, Bill Smith, Ralph Waszak, Administrative Coordinator, Judy Soroczak

### Work Session

1. Bond Refinance - Mike Sharb and Mike Sudsina of Sudsina and Associates. LLC, the bond advisory firm which has worked with RJRD since the beginning. Messrs. Sharb and Sudsina explained the process and potential advantages of refinancing the existing bonds, noting the difference between our financial standing at the outset and now, several years (and audits) into our existence. They also described the factors that rating agencies and participants in the municipal bond market evaluate in the course of pricing a bond financing, and pointed out that if a rating could be secured our refinancing could be substantially more favorable than our existing rate, allowing us to save substantial sums for the Richfield taxpayers. Sudsina is working on a draft prospectus providing for refinancing the current bond balance.
2. Woodland Plan by 'Rogue'; Corey Parsons/Dustin Parsons -The certified arborist presented a woodland plan offering options for removing potentially dangerous or damaged trees. Approximately 80 trees were marked with pink ribbon for removal. He also described the threats posed by Beach Leaf disease and the Asian Longhorn Beetle.
3. Eagle Scout Project - Alex Lozar, BSA Troop 810 - Scout requested permission to replace the upper lake steps and remove fencing as a potential Eagle Scout Project.
4. Lower Lake Dam Design - Mr. Waszak explained the two step phases:  
*Phase I*, consisting of armoring the dam and the emergency spillway, with a start date on or about September 1, 2018, and a goal of completion before winter. *Phase II*, consisting of concrete work on the spillway would start when weather permits in early 2019.
5. Sewer/WWTP - Ralph Waszak - WWTP plans should be coming in late May or June.
6. FoCH Proposal - Mr. Norris - Request for resolution articulating FoCH's role in fundraising and other activities with and on behalf of the RJRD, specifically detailing FoCH's role in fundraising and project implementation.

### REGULAR MEETING

Approval of Minutes: None at this time.

#### Standing Committee Reports

*Governance Committee -*

- *FMD quote had been received for Gund Hall and will be tabled until current projects have moved further along or are completed.*
- *The Park Office, which is 90% completed has received an anonymous donation of \$2,000..*

**Motion by Mr. Norris, second by Mr. DeLuca to declare inventory of material from Gund Hall, along with boats, to be declared scrap.**

*Discussion: Followed with respect to the possibility of repair or re-use of the boats and other equipment, the difficulty and inconvenience of the disposition of the same.*

**Motion Approved** Vote taken by voice: Aye - Unanimous

**Motion by Mr. Norris, second by Mr DeLuca to scrap campware,**

**Discussion: Mr. Becker inquired about numbers of inventory, In Kind give away .**

**Motion Approved:** Vote taken by Voice: Yes-Mr. Smith, Mr. Norris, Ms. Slifcak, Mr. Waszak, Mr. DeLuca  
Abstain: Ms. Apidone, Mr. Becker

Park Operations - Jeff DeLuca

- Mr. DeLuca gave a roofing and building updates; repair was being done on the second story backside of Coach House where stucco paneling had been replaced, ready for priming and painting.
- Latrines 1 and 4 were pumped;
- OOE is working on culverts at crescent trail near the baseball field; the summer barn parking lot will not be done by June 1. Mr. Norris asked if this could be an area for Empawco to practice their paving.

**Motion by Mr. DeLuca, second by Mr. Smith to approve the request by Alex Lozar, Life Scout to perform the project proposed with drawings and materials.**

No Discussion

**Motion Approved:** Vote taken by voice: Aye - Unanimous

Park Services - Sandy Apidone

- Ms. Apidone asked the Board for its opinion if the address should be added to new park signs, all were in favor.

Capital Projects - Ralph Waszak

- Mr. Waszak advised the hole in the spillway shoot of the Lower Lake dam was getting larger and needed to be repaired as soon as possible.

Special Committee Reports

- Fundraising - No report
- Project Priority List - Needs to be reviewed

**Motion by Mr. Smith, second by Mr. Norris to renew the FoCH MOU-Memorandum of Understanding for a period of five years and to provide that FoCH be invited (a) to proceed with a fund development plan, subject to RJRD oversight and in accordance with the terms of FoCH's MOU, to fund the restoration of Kirby's Mill, the stabilization of Kirby House, North House and Amity House, and such other projects as may be agreed upon by FoCH and the RJRD, and (b) to adopt a fund raising marketing plan consistent with the case statement circulated at this meeting.**

*Discussion: None*

**Motion Approval** Vote taken by roll:

Yes - Slifcak, Waszak, Norris, Smith, Becker No - DeLuca Abstain - Apidone

Administration Report - Attached

Volunteer Coordinator Report - Attached

Treasurer's Report Attached

Special Orders - none

**Executive Session**

**Motion by Mr. Smith, second by Mr. Norris to move into Executive Session to consider the compensation of a public employee per ORC 121.22(g) at 8:32 pm**

Discussion: None

**Motion Approved** by Roll Call Vote: Yes- Unanimous

**The Board returned from Executive Session at 8:37pm by motion to reconvene made by Mr. Smith second by Mr. DeLuca**

Discussion: None

**Motion Approved** by Roll Call Vote taken in Executive Session Yea - Unanimous

**Unfinished Business**

Lower Lake Dam Design -

**Motion by Mr. Waszak, second by Mr. smith to approve:**

**RESOLUTION NO. 09-2018**

**A RESOLUTION AUTHORIZING AN AGREEMENT WITH GANNETT FLEMING, INC. FOR PROFESSIONAL ENGINEERING SERVICES.**

No discussion

**Motion approved** by Roll Call Vote: Yes - Unanimous

**New Business**

Bond Refinance -

**Motion by Mr. Smith, second by Mr. Norris to approve:**

**RESOLUTION NO. 10-2018**

**A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF \$6,905,000 FOR THE PURPOSE OF REFUNDING FOR DEBT CHARGES SAVINGS CERTAIN OF THE DISTRICT'S OUTSTANDING RECREATIONAL FACILITIES IMPROVEMENT BONDS, SERIES 2015, DATED JUNE 25, 2015.**

No Discussion

**Motion approved** by Roll Call Vote: Yes - Unanimous

**Partner Reports -**

BTA: The Norwalk Trail has been blazed; July 14 Little Loop Challenge Hike, check out bta.org for registration and news

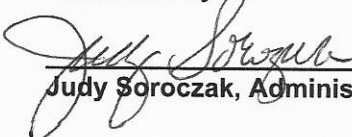
FoCH: Report Attached; Kirby Mill Architect meeting May 16, 5:00 pm.

**Agenda & Action Items:** Next Board meeting is June 25, 2018, 6:30pm

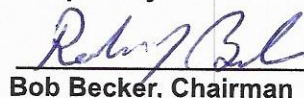
**Motion by Mr. Waszak, second by Ms. Apidone to adjourn**

**Meeting adjourned at 8:57 pm.**

Submitted by:

 Date 8-27-18  
Judy Soroczak, Administrative Coordinator

Accepted by:

 Date 8-27-18  
Bob Becker, Chairman

# Administrative Coordinator Report

May 14, 2018

## Governance:

Possible use of repurposing furniture for Park Office w/M. Slifcak

- Request renewal of Ohio DAS for contractual rates for Spectrum and Verizon accounts
- ✕• Staples and Sherwin Williams account opened
- ✕• Also to be completed for Walmart and Amazon for a tax exempt status with an individual credit card for record keeping
- ✕• CVCC Thank you Pizza Party, success...M. Slifcak

## Park Operations:

### Security:

Bay Pointe Technologies has been and will be on the property installing cameras for the next few weeks.) Jason Rigo has suggested signage on stair wells and "This park is under 24 under surveillance signs at the entrances to the park.

Eagle Scout Inquiries continue to come in, we have started a suggested project list for BSA Eagle and GSA Gold Awards consideration. Anyone interested in assisting a scout with a project can contact the office or our volunteer coordinator. The need for help would depend on the size and type of the project, but expertise is always welcome for consulting.

Mr. Jandrey of 4373 Broadview Road has happily agreed to cut the front lawn grass again through the season.

Arrangements to meet with Jeff: Overhead Door for gates, Dynamerican latrine pumping (today), the return of Cleveland Bee for the Park Office and Gemini before painting, Ohio Edison for electrical drops.

Ventrak back in the shop, Baker pick up 5/11/18

### Park Services:

Volunteer Appreciation event: Few attended, but thank you to the trustees for taking the time to attend. As everything we are doing with our Extreme Park Makeover we will be able to advertise and coordinate differently next year.

### Programing:

Met with Tom Laskowski from Midwest Native Skills Institute regarding conducting camps at RHP. We are currently working on an agreement for a camp to be held at High Lea shelter at the end of the month, the parks compensation would be a percentage of the cost of the class and one on the house class of our choice where we would keep all proceeds. Tom conducts classes with our surrounding metro parks and locally in Richfield. Classes cover topics from making dandelion wine to foraging in the wild, advanced fire building skills and much more. He works with all levels of folks with outdoor interest cooking with wild herbs, camping and survival skills. He was thrilled to see the various habitats and program options the park could provide for both of us.

Use Agreements:  $\hat{=}$  PERMITS

NEED FOR  $\downarrow$

★ Issuing of Permits for Vehicles beyond this point: Party is instructed to use Email confirmation as proof of authorization.

CSU – 2018 Agreement underway with Dr. Waynerka

★ Camping: Since April 23 Four new BSA Troops have confirmed stays at the park. Calls are coming in from referrals of troops just having camped at High Lea.

★ Spifs Garden Day is set for Sunday, May 27, using Amity Porch as base. 12N-5

Forms:

★ We continue to work on the creation of online forms in anxious anticipation of a new website!

#### Volunteer Services:

Working with VC on Pack Out inventory update and project coordination for scouts and WW and specific group request.

## RHP Volunteer Coordinator Report

May 14, 2018

2 scout troops and one HS senior completed service hours at the park

- Hinkley Boy Scout Troop 520 split and stacked wood at the sawmill
- Bath Girl Scout Troop 90755 painted the Mable Smith latrine
- A Revere High School senior, completed her National Honor Society service hour requirement at the park.
  
- Approximately 47 members of Grace Church's Bath Campus volunteered at the park for their Go+Do Weekend of Doing Good Together. Grace Church hosts a Go+Do weekend where over 1000 volunteers participate in over 150 projects in the community. Grace Church selected Richfield Heritage Preserve for two of their projects, fence line clearing and cleaning the former Camp Office.
  
- The Richfield Firefighters removed the WWTP Gear Shelter and cleared trails in preparation for the FF Run.
  
- Painted approximately 30 picnic tables this year
- Painted picnic tables at Wayside Shelter, Hickory Hill, Wonken Tonken, Beechcliff, Windy Hill, Far Away Pines, Last Chance, the Mill, Gund's Back Porch, and Kirby
- Put paver stones under several of the picnic table legs
- Replaced boards on the benches and the top of the picnic table at North House.
  
- Made, painted and sealed the temporary Broadview Road entrance signs
  
- Filled holes in Gemini's exterior and began preparation for painting
  
- Continued fence line clearing
  
- Removed garlic mustard
  
- Assisted with the installation of wayfinding signs and 6 carsonite horse trail signs.
  
- Picked up trash
  
- Prepped and painted the Park Office ductwork
  
- Cleaned inside the Park Office
  
- Cleaned inside Coach
  
- Weeded the Park Office flower beds

Submitted by Susan Czaplicki

## Subject: Treasurer's report for May, 2018

The Financial Reports stand as submitted to each of you earlier in the month.

Our beginning total cash balance for the month of May, 2018 was \$3,422,655.00. Total revenues for the month were \$4,993.00. Expenditures totaled \$232,501, leaving an ending total cash balance of \$3,195,147.00.

Details of the changes in the cash position are as follows:

General Fund Revenue totaled (\$17,275.00), consisting of a \$20,000.00 transfer from Operating Income to Capital Income to properly reflect the recent contribution from FoCH to support the Park Office renovations. We received \$897.00 in Real Estate Tax Rollback revenue, \$875.00 in cell tower revenue, rental income of \$650.00 and interest income of \$292.00.

General Fund Expenditures totaled \$14,168.00, consisting of the following detail: \$3,946.00 in repairs and maintenance, and \$6,258.00 in payroll expense. Utilities for the month were \$567.00, legal and consulting services were \$2,171.00, computer supplies and other office expense totalled \$1,013.00. There are encumbrances of \$32,736.00 for legal services, state audit fees, insurance, signage, repair and maintenance, payroll services, office expenses, computer equipment, and miscellaneous charges.

Revenue for the Capital Improvement Fund was \$20,000.00 reflecting the transfer noted above. Expenditures for this fund were \$49,595.00, consisting of facility improvements of \$28,289.00, and architectural services of \$21,306.00. There are encumbrances of \$64,462.00 for various contract services, engineering services and recreation facility expenses incurred but not yet paid.

Revenue for the Bond Retirement Fund was \$2,267.00 from a real estate taxes. Expenditures for this fund were \$168,738.00 for the semi annual interest expense on the outstanding Bonds.

Our Auditors, Charles E. Harris and Associates, have completed their audit and are about to submit it to the Auditor of State. The audit is considered to be preliminary until it is approved and released by the State Auditor's Office. Release of an audit of our small size is often rather quick, but not guaranteed.

Work continues on the Preliminary Offering Statement for the refunding of our Bonds. RBC Capital Markets has been selected as Underwriter. As soon as the audit is released we will be setting up a conference with Moody's Investor Services to present our case to them, discuss their questions and move along with the rating process.

Pricing of our bonds may not happen until mid to late July.

This concludes my report for May.

Respectively submitted,

Charles P. "Pat" Norris, CTP  
Treasurer  
330-659-0595