



Work Session & Regular Meeting

Monday, April 10, 2017

(Meeting held at Richfield Masonic Hall)

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Call to Order: Meeting called to order at 6:30 pm by Bob Becker. After Pledge of Allegiance, roll call was called by Bill Smith.

In Attendance:

Present: Trustees - Bob Becker, Rich Fleming, Ralph Waszak, Pat Norris, Meg Slifcak, Bill Smith

Not Present: Jeff DeLuca, absence excused in advance

Work Session:

Volunteer Co-Coordination Model - Presenter Bob Becker

Mr. Becker stated the board has been looking into over the past few months how other recreation districts and parks operated similarly to RJRD. We are exploring how to maximize limited revenue by utilizing a volunteer base for overall operation. A Washington State University dissertation study of a Volunteer-Coordination Model plan, noted the Cuyahoga Valley National Park (CVNP) is one of six national parks taking part in the study. Mr. Becker was able to meet with two CVNP representatives recently who shared 'critical definitions' and roles for a VCC model to be a successful park: Volunteer Coordinator; Crew Leaders; Working Volunteers and fundraising in the works. Jamie Walters from the CVNP will be speaking at the April 24th meeting.

Master Plan Update - RFQ, Buildings, Dams

Still being looked into, an update at a later date either as a Special Meeting or April 24 meeting.

Agreements/MOUs

Mr. Smith advised the Ohio Horseman's Council, OHC final terms of MOU have been agreed, waiting for signing.

Mr. Waszak reported the Ohio Operating Engineers, OOE has our proposal in-hand with hope to have it completed by next board meeting on April 24. Bob Becker shared new OOE class starts soon and may be on property by mid May.

RJRD Office Infrastructure- trade, registration, doc updates

Meg Slifcak

Introduction of new Administrative Coordinator - Judy Soroczak
(Applause)

Caretaker House - Cuyahoga Valley Career Center (CVCC) to offer preliminary design in May 2017, students will resume school in September to begin project.

COOP and Phone - Jim Hardy secured joining a coop and commented on finding a one year phone contract with Verizon through the Coop. He stated the more the coop is utilized the better contract pricing received on all goods.

Google 'G Suite' update - Still working with onboarding programs in progress, including all documents which meets government standards for virtual office.

Inventory docs/Volunteer list/waivers/system credentials

Lucy Hanigosky

Ms. Hanigosky stated RJRD Administrator has had inventory documents since October 2016.

Ms. Hanigosky also stated she has more volunteer waivers to be scanned and will get them to Ms. Soroczak along with system credentials for volunteer Sign Up Genius.

Fundraising

Meg Slifcak

Ms. Slifcak reports no plan in place yet but has a focus on educating the community on volunteer process needed to sustain the park. Fundraising is tied to master plan and operation plans, she suggested taking the time to get it right. Communication Committee is progressing to get positive message out.

Public Record Requests

Bob Becker

Mr. Becker advised approximately 3.3 gb of information has been released for public records documents request which will cost the RJRD \$2,500.00 - \$10,000.00 dollars in legal fees to respond. Even with an attempt to automate and using paralegal services the expense will add up. Ellen Anderson has been the majority of request, a number of new request are being received anonymously.

REGULAR MEETING:

Approval of Minutes

Motion by Mr. Smith to approve the minutes of the Board meetings of March 27 and Special Meeting of March 30, 2017 as amended be approved. Ms. Slifcak seconded.

No Discussion

Minutes approved unanimously

Standing Committee Reports

Governance: No meetings to report on

Communications Committee: Mr. Smith to have minutes ready for April 24, 2017 meeting

Park Operations: Mr. Becker provided a report on behalf of Mr. DeLuca.

Project updates: New latrine area at Gund Hall needs screens for separation from general public in order to receive occupancy permit. Repurposing the front gate guard shack will serve the need for the necessary materials.

Motion was prepared in writing by Mr. DeLuca to 'repurpose' the Main Gate building for latrine area on the North side of Gund Hall, seconded by Mr. Norris, **unanimously passed.**

Park Services: Mr. Norris circulated committee meeting minutes.

Motion by Mr. Waszak to approve Park Services minutes, Seconded by Mr. Fleming, **unanimously approved.**

No Special Committee

Treasurer Report presented by Mr. Norris - attached.

Unfinished Business:

Park Operations: Hartman Tree to start work on April 11, 2017 on main driveway off Broadview Road.

Gund Hall water cooler will be installed in accordance with occupancy permit and Ralph McNearney to do screen work at Gund Hall to satisfy latrine specification for permit. New credit cards are in place allowing necessary purchases for Gund Hall water cooler and should be installed by the end of April.

Infrastructure:

Resolution 10-20-17 presented to join the Ohio DAS Cooperative Purchasing program for a cost of \$235.00. Membership expense will offset cost of cell phone and offer further discounts on infrastructure needs. Mr. Waszak moved to approve, seconded by Ms. Slifcak,

No discussion

All in favor - **motion passed**, Mr. Fleming abstained.

Executive Session: *To consider the compensation of a public employee per ORC 121.22(g)*

Motion to move to Executive session by Mr. Smith, seconded by Mr. Waszak, **unanimously approved** Adjourned 7:25pm

7:39 Meeting called back to order

New Business:

Special Meeting to discuss and review RFQs for dam engineering and construction set for Thursday, April 13, 2017 6:30pm.

Ms. Slifcak advised the board she will not be in attendance at the April 24, 2017 Board Meeting. Mr. Becker acknowledged noting excused absence.

Announcements:

Mr. Becker announced Jamie Walters, Cuyahoga Valley National Park will speak at the April 24, 2017 Board Meeting on the Volunteer Coordinator model.

Ms. Slifcak shared a goal to hold meetings in Gund Hall in May with a possible potluck meal.

Mr. Waszak thanked Mayor Beshara for her graciousness with hope 'we do not wear out our welcome' in case we have the need to return to the Village Town Hall. Mayor Beshara welcomed the return.

Corey Ringle announced the Buckeye Trail was having a Work Party at 8:00am on April 15.

Action Items & Agenda Items:

April 24, 2017 & May 8, 2017 will continue work on fundraising, master plan, volunteers and park operations.

Motion by Ralph Waszak to adjourn, seconded by Mr. Smith,
All in favor - **unanimously approved**

Adjourned 7:57 pm

Presented by:

Accepted by:



Judy Soroczak
Administrative Coordinator



Bob Becker, Chair

Treasurer's Report for March 2017

The beginning cash balance for the month of March was \$3,472,761.00.

Revenues for the General Fund were \$31,620.00, consisting of \$30,630.00 in real estate taxes, \$875.00 in Cell Tower Revenue and \$115.00 in interest.

Expenditures for the General Fund were \$4,875.00 consisting of a wide variety of small entries. Legal expenses of \$1,800.00 and Sewer Maintenance of \$1,250.00 made up the bulk of this expense category.

Revenues for the Capital Improvement Fund were -0-.

Expenditures for the Capital Improvement Fund were \$20,600.00 made up primarily of \$3,900.00 in Legal services and \$16,700.00 in engineering and consulting expense payable to EDG.

Revenues for the Bond Retirement Fund were \$77,300.00 made up solely of real estate taxes .

Expenditures for the Bond Retirement Fund were \$-0-.

There were no exceptionally large items of revenue or expense showing as a variance to budget for the period.

The ending cash balance for the month of January is \$3,556,216.00.

Respectfully submitted,

Pat

Charles P. "Pat" Norris, CTP
Trustee and Treasurer to the Board
Richfield Joint Recreation District