

**AGENDA**  
**511 PARK BOARD MAY 22, 2019**

- I PLEDGE OF ALLEGIANCE
- II Call to Order
- III Read/Approve Minutes of April 24th<sup>th</sup> Meeting
- IV Budget Update
- V Levy Update
- VI Donation of Tree to Russell Cemetery Veterans Memorial
- VIII Other
- IX Adjournment

**NEXT MEETING:**

*Minutes of: 511 Citizen's Park Board  
of Russell Township  
Held: Geauga West Public Library*

*Meeting: Regular*

*Date: April 24, 2019*

Chairman Roy Podojil requested all to stand for the **Pledge of Allegiance to the Flag.**

**The meeting was called to order** by Chairman Podojil at 2:20 PM. Present were Commissioners Mr. Roy Podojil, Mr. Ron Skrbini, Mr. Perry Howland, and Clerk Maria Livers.

**MINUTES** The Minutes for the March 15th, 2019 meeting were read by Ms. Livers.

*Mr. Podojil made a motion to accept the minutes. Mr. Howland seconded the motion, and the motion passed unanimously.*

## **BUDGET**

Mr. Howland delivered to this Board his amended version of the budget (see attachment), including \$600 (attributed to mathematical error in the budget discussed at the April meeting), that was also not included in Mr. Podojil's original budget and accompanying pie chart. A estimated \$265,000 would be brought in with a 1 mill levy, according to Mr. Chuck Walder, Geauga County Auditor.

Mr. Podojil recommended using Mr. Howland's updated budget and Mr. Podojil will update the pie chart utilizing Mr. Howland's updated budget figures. Increased land Fund in this budget. Shelley asked if money for levy will come out of this budget as well. Mr. P explained we don't know what that will be, due to how many issues are on the ballot.

Also, a bond is coming due in June – a renewal of a bond for the Commissioners of \$100 per person, out of Bonds line item on budget.

\$3644.54 currently in the bank as of April 23<sup>rd</sup>.

**NOTE: We may need to attend a County Budget meeting in August.**

*Mr. Podojil made a motion to accept Mr. Howland's budget for FY2020. Mr. Howland seconded and the motion passed unanimously.*

**LEVY – 1 Mill levy** will be our ask in this election. Mr. Podojil asked Shelley Chernin for an update on the Levy Committee. Ms. Chernin has begun to assemble a levy committee together, and had begun fundraising to cover costs for yard signs and mailings. She would like to follow the mailing up with post cards if enough money is raised to cover it. Discussion followed about whether we can reuse signs or if it is more cost effective to just buy new ones and what is

needed to create a Resolution to get the issue on ballot. Shelley will run the campaign and Mr. Podijil and Mr. Howland will research getting the levy on the ballot.

### **MARKETING/COMMUNITY VISIBILITY – Donation of Tree to Russell Cemetery Veterans Memorial**

Discussion – Mr. Podojil spoke with Jeanne Schroeder, President of the Russell Historical Society, and she will put a note in the Memorial Day program regarding the Russell Citizen’s 511 Park District donating a tree to the Veterans Memorial. Timing of donation of tree will depend on timing of progress on creation of landscaping around memorial.

Chris Livers has offered to contribute to the purchase of a flowering tree. Mr. Podojil suggests an Amelanchier (aka “Serviceberry”) tree. Size may be a consideration. Jen at the Trustees office was going to ask about rules there at the cemetery. Landscaper may have already included specific trees in his plan and we could possibly donate toward a tree in the existing plan. Flowering crab or a dogwood may also be nice.

Maria will check with Leuty Nursery for pricing, Bremec as second source.

### **VII ADDITIONAL MARKETING EFFORTS**

Discussion – Mr. Howland had an idea to donate/dedicate a bench - \$1400 - \$1700 with the name of the Russell Citizens 511 Park District, for use in the cemetery. “Friends of the Russell Park District” could also contribute, adding more to the donation.

Maria suggested a possible welcome to new residents from this 511 Park District with information about Russell Township. This may be good to offer in the early Fall as part of a mailer or postcard.

Shelley will investigate a bulk mailing and pricing. Approx. 2500 households/5600 people.

RP Proposal and Shelley carry this out: Options – if we were to go with a bench that we could have “Friends of the 511 Citizens Park District” contribute.

Discussion about what are best ways to get visibility to get levy passed. Shelley will investigate further.

We will definitely get donation of tree together and get some information to the public out of May 19<sup>th</sup> celebration.

### **VIII OTHER**

Topic/Discussion – Mr. Howland got information about Library Board monies, and 511 may be included in the distribution based on need.



Website – Shelley suggested moving the meeting notification to front page, and adding meeting minutes to a page on the website. Maria is also creating a binder of meeting information for the Geauga West Library local archives.

Shelley – Had 2 people asking about timing of meetings and suggested evening meeting may get more attendance.

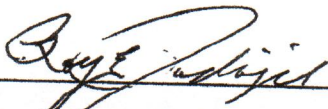
Susan Baker brought budget fiscal tracking information for Mr. Howland. She has all files for updating our finances. This system is an Excel spreadsheet formatted after UAN system to match auditor system. Susan will meet with Mr. Howland and Maria Livers to go over this system.

**PUBLIC COMMENT** – No additional comment.

**ADJOURNMENT**

*Mr. Podojil made a motion to adjourn. Mr. Skrbins seconded the motion and it passed unanimously.*

The meeting was adjourned at 3:13 PM.

  
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Roy Podojil, Chairman

Recorded by Maria Livers, Clerk pro tem

**NEXT MEETING:** Wednesday, May 22<sup>nd</sup>, 6:30 p.m. Geauga West Library

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RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT

BUDGET: <sup>FY</sup> 2019 - 2020

Value: \$265,000

*Mr. Howard's  
amended  
budget  
4/24/19  
attach.*

Land Fund \$ 210,350

Administrative

Secretary	\$ 2,000	
Office Equipment	\$ 1,000	
Supplies	\$ 500	
Legal	\$ 7,500	
Website	\$ 1,000	\$ 12,000

Maintenance/Capital Improvements \$ 30,000

Miscellaneous

Insurance	\$ 1,300	
Bonds	\$ 1,100	
UAN	\$ 750	
UAN Training	\$ 1,000	
Audit	\$ 2,000	
Legal Ads	\$ 1,000	
Contingency Fees	\$ 5,500	\$ 12,650

Total \$ 265,000

511 CITIZEN'S PARK BOARD SIGN-IN

May 22, 2019

1	Ronald Spelvin
2	Harold Shanker
3	Shelley Chernin
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