

AGENDA
RUSSELL CITIZENS' PARK DISTRICT
511 PARK BOARD AUGUST 21, 2019 - Regular Meeting

I Call TO ORDER

II BUDGET REPORT

III LEVY DISCUSSION

IV EXECUTIVE SESSION

V ADJOURNMENT

Other: Minutes from Jul. 17 & 24th mtg.

NEXT MEETING: September _____, 2019 6:30pm – Geauga West Library.

Minutes of: 511 Citizen's Park Board

Meeting: Regular

Held: Geauga West Public Library

Date: July 17, 2019

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

The Meeting was called to order by Chairman Podojil at 6:35 PM. Present were: Mr. Podojil, Mr. Howland, and Ms. Snevel.

Minutes: Minutes for the June 24th Regular Meeting were read and tabled until the next meeting pending verification of the \$3000 start-up money under the **Budget** heading.

Minutes: Minutes for the July 13th, 2019 Special Meeting were read and Ms. Snevel made a motion to accept the minutes as presented. Mr. Howland seconded the motion and it passed unanimously.

Certification of Millage Rate:

Mr. Podojil explained that the forms previously signed and dated June 24, 2019 should be dated after Auditor Chuck Walders' signature of July 16, 2019. Therefore, they needed to be reprocessed with the correct dates. Mr. Podojil also stated that at 1 mil, \$267535.00 would be generated.

Motion was made by Mr. Podojil to resign and appropriately date the Certificate of Millage Rate document. Mr. Howland seconded and the motion passed unanimously.

Resolution of Necessity:

Mr. Podojil gave brief explanation of Resolution of Necessity and that it, too needed to be redone. He also stated that the Board of Elections assured him that with these changes everything would be good.

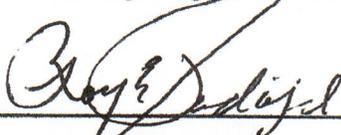
Motion was made by Mr. Howland to re-sign and appropriately date the Resolution of Necessity. Ms Snevel seconded and the motion passed unanimously.

Budget: Mr. Podojil provided handouts of the proposed budget to be discussed at the Budget hearing on August 19th stating that it has already been submitted to the County Auditor. He reviewed the information and asked if there were any questions or comments from the audience. There were none.

Donation of tree. Mr. Podojil explained that the Board would be donating a tree and plaque to the Russell Twp. Veterans Memorial, with a cost of \$322.50 not including cost of plaque and installation of tree. The Township is willing to share the installation costs for the tree and plaque.

A Motion to adjourn was made by Mr. Podojil and seconded by Mr. Howland. It passed unanimously and the meeting was adjourned at 7:08 pm.

Next meeting: August 21, 2019 6:30-7:30 pm



Roy Podojil, Chairman

Recorded by:

Susan Baker, Clerk Pro tem

**Minutes of: 511 Citizen's Park Board
of Russell Township**

Meeting: Special

Held: Geauga West Public Library

Date: July 24, 2019

CALL TO ORDER:

The meeting was called to order by Chairman Podojil at 12:02 pm. Present were Mr. Roy Podojil, Mr. Perry Howland, Ms. Stephanie Snevel and Maria Livers.

BUDGET REVIEW:

Discussion: Mr. Howland received notice from the Geauga County Auditor that this board's budget is not in a format that the auditor can certify. First order of business is getting the budget into compliance.

3 step process to becoming compliant:

1. Submission of the budget in format requested
2. Submission of budget in person to Auditor
3. Auditor's review on August 19th – 3:00pm

Until we are completely compliant, we would not receive levy monies. Discussion followed as to withdrawing levy for November ballot.

Mr. Podojil made a motion to accept the proposed 2020 Budget as prepared by Mr. Howland. Ms. Snevel seconded and the motion passed unanimously.

LEVY:

Discussion: because everything has been submitted to the board of elections, we need to formally withdraw our request to place our levy on the ballot by letter.

Will decide after next meeting with input from the Board of Elections, when to consider putting the levy on the ballot.

Mr. Podojil made a motion to submit letter to Geauga County Board of Elections to withdraw the RTCPD 511 1.00 mill from the Russell Township ballot, November 5, 2019 election. Mr. Howland seconded and the motion passed unanimously.

Mr. Howland will submit the letter to the Board of Elections today, July 24, 2019 (attachment).

OTHER: Additional discussion of detail of budget ensued. Review of press release regarding this Board's withdrawal of the RTCPD 511 1.00 mill levy from the Russell Township ballot followed.

Mr. Howland made a motion to approve the press release regarding this Board's withdrawal of the RTCPD 511 1.00 mill levy from the Russell Township ballot, November 5, 2019 election. Ms. Snelvel seconded and the motion passed unanimously.

Ms. Livers will send the press release following this meeting (attachment).

ADJOURNMENT:

Mr. Podojil made a motion to adjourn. Mr. Howland seconded and the motion passed unanimously. Meeting was adjourned at 12:38 pm.

NEXT MEETING: August 21, 2019 6:30pm – Geauga West Library.

A handwritten signature in black ink, appearing to read "Roy Podojil". The signature is written in a cursive style with a large, looping initial "R".

To the County Auditor:

The Commissioners of the Russell Township Citizens Park District hereby submit their annual Budget for the year commencing January 1, 2020.

Stephanie S. Sievel

By Fiscal Officer of the Board
Date: July 24th 2019

	For 2017 Actual	For 2018 Actual	For 2019 Actual	For 2020 Estimated
cash balance	\$0.00	\$0.00	\$3196.16	\$4657.35
Receipts				
Taxes	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Public Library	\$0.00	\$0.00	\$0.00	\$0.00
Local Gov	\$0.00	\$0.00	\$2328.04	\$2500.00
Grants in Aid	\$0.00	\$3620.67	\$0.00	\$0.00
Total Receipts	\$0.00	\$3620.67	\$2328.04	\$2500.00
Total Receipts and Balance	\$0.00	\$3620.67	\$5524.20	\$7157.35
Expenditures				
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00
Administrative	\$0.00	\$424.51	\$888.85	\$1450.00
Property Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures	\$0.00	\$424.51	\$888.85	\$1450.00
Cash Balance	\$0.00	\$3196.16	\$4657.35	\$5707.35

In our preliminary budget meetings with the Auditor, we were informed that we were not compliant with the Auditor's Office.

We have decided to remove our request for a 1 Mill Levy on the November 5, 2019 Ballot, so that we may become compliant.

We will have no acquisition costs for 2020.

I hereby certify that the foregoing Annual Budget Resolution of the Russell Township Citizens Park District was duly adopted this 24th day of July, 2019.

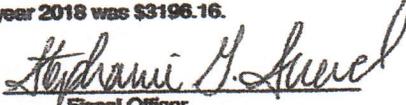
Stephanie S. Sievel
Fiscal Officer

To the County Auditor:

The Commissioners of the Russell Township Citizens Park District hereby certify that the ending balance of 2018 was \$3196.16. This balance will be our beginning balance of 2019.

	2018	2019
Cash Balance	\$0.00	\$3196.16
Receipts		
Taxes	\$0.00	
Donations	\$0.00	
Interest	\$0.00	
Public Library	\$0.00	
Local Gov.	\$0.00	
Grants in aid	\$3620.67	
Total Receipts	\$3620.67	
Total Receipts and Balance	\$3620.67	
Expenditures		
Capital Improvements	\$0.00	
Administrative	\$424.51	
Property Acquisition	\$0.00	
Total Expenditures	\$424.51	
Cash Balance	\$3196.16	

I hereby certify that the ending balance for fiscal year 2018 was \$3196.16.


Stephanie G. Laurel
Fiscal Officer

July 24, 2019

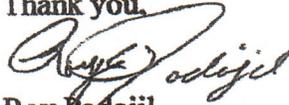
Geauga County Board of Elections
470 Center Street
Building #6-A
Chardon, Ohio 44024

To the Geauga County Board of Elections,

We, The Board of Commissioners of the Russell Township Citizens Park District (511) respectfully request a withdrawal of the Russell Township Citizens Park District (511) 1.00 mill levy from the Russell Township ballot for the November 5, 2019 election.

Please contact me with any questions at the number below.

Thank you,



Roy Podojil
Chairman

Board of Commissioners, Russell Township Citizens 511 Park District
440-773-4220



Perry Howard, Commissioner



Stephanie Seneval, Commissioner/Fiscal Officer

July 24, 2019

FOR IMMEDIATE RELEASE –

The Russell Township Board of Commissioners of the Russell Township Citizens Park District 511 Board has decided to withdraw its 1.00 mill levy from the November 5, 2019 Russell Township ballot. The Board is working with the County Auditor's office to become compliant with its budget, and desires to be completely transparent with the voters before asking the voters to support a levy.

FOR MORE INFORMATION:

Chairman Roy Podojil

440-773-4220

511 CITIZENS PARK BOARD SIGN-IN

August 21, 2019 – Regular Meeting

1	<i>[Signature]</i>
2	Shelley Chernin
3	Matthews Johnson
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