



REGULAR MEETING

MONDAY, JULY 24, 2017 6:30 P.M.
(Meeting Held at Richfield Masonic Hall)

AGENDA

Call to Order
Pledge of Allegiance
Roll Call

WORK SESSION

Topic	Presenter
▪ Architect Selection	Meg Slifcak
▪ Agreements/ MOUs – CVCC, Gannett Fleming	Bill Smith / Meg Slifcak
▪ Cell Phone Tower	Bill Smith
▪ Gund Hall Rental	Meg Slifcak

Public Comment on Work Session

REGULAR MEETING

PRIORITIES:

1. Dams
2. Security / Gund
3. Roads / Office

Approval of Minutes

- 2017, July 10th, 17th

Standing Committee Reports

- Governance – July 20, 2017 minutes, Community Day
- Park Operations
- Park Services

Special Committee Reports

Treasurers Report

Special Orders

Unfinished Business

- MOUs/ Agreements – CVCC, Baldwin Wallace
- Qualifications/ Projects – Gannett Fleming

New Business

- Architect(s)
- WWTP – priority
- August Meetings

FUTURE AGENDAS

- **Interfaith Coalition**
- **Gund Hall - Rental schedule**
- **Branding**

Announcements

Questions / Comments from the Floor

Agenda & Action Items:

- **August 14, 2017, 6:30pm – Immediate repairs, Volunteer Pgm, operations plan, master plan implementation**
- **August 28, 2017, 6:30pm – Master plan implementation**

Adjournment



REGULAR MEETING

MONDAY, JULY 24 2017
(Meeting held at Richfield Masonic Hall)

WORK SESSION

Call to Order: Meeting called to order at 6:33 p.m by Chairman Bob Becker. After the pledge of allegiance the roll call was called by Administrative Coordinator Soroczak
In Attendance: Trustees Smith, Waszak, Norris, Fleming, Becker
Excused Absence: Trustees Slifcak, DeLuca

Architect Selection

On behalf of Trustee Slifcak, Mr. Norris announced the Governance Committee has selected FMD Architects as the recommended company for the Caretaker - Office/Visitor Center project. Norris read the briefing memo (attached) for discussion. Smith concurred the conclusion was accurate. Trustee Waszak stressed a budget must be set before negotiating with the architect. After discussion the board agreed a budget be set at \$20,000.00.

Agreements/MOU

Trustee Smith advised the CVCC is still pending, the BW agreement is complete and awaiting signatures.

Gannett Fleming: Mr. Hardy explained the negotiating process and methodology per direction of our legal counsel in negotiating the contract. He was impressed with the responses and sensitivity to the RJRD entity and needs. After checking various references Mr. Hardy confirmed he is comfortable contracting with the firm based on pricing, business practices and their commitment to projects. He feels we have the best firm at a reasonable price and should proceed with negotiations. Negotiating in Phases will enable more accurate quoting. After board discussion Trustee Waszak stated he would like to see more information based on the later phases of the project pertaining to the entire cost before a resolution would be passed.

Cell Phone Tower

Trustee Smith explained proposal received from Tower Alliance regarding tenant's agreement with new 30% reduction referred to as Rent Holiday with the option of greater proceeds of 15% per tenant when/if new tenants are found. Bay Pointe Technologies has been approached to compile a package to utilize the tower enabling the park to receive possible Mifi/Wifi service or communication services throughout the park with no obligation. Waszak would like to add a limit on the Rent Holiday to proposed new agreement. All agreed.

Public Comment on Work Session

Ms. Healy inquired as to what the \$3200.00 quote from the Franklin Study covered at the Caretaker cottage. The board responded to cover minimal outside repair most likely for mothballing preparation. Mayor Beshara asked for explanation of the hydrologic surveying. Mr. Becker gave a brief explanation of the process and how it is related to the criteria engineer Feasibility Study. Per Mayor Beshara's inquiry Mr. Hardy explained the rate of salary and the multiplier used in the industry for wage calculation.

REGULAR MEETING 7:25 pm**Standing Committee Reports**

Governance: Planning to hold a table at Community Day

Park Operations: No report

Park Services: Mr. Norris reminded the board the areas of service the Park Services Committee oversees: Programs, Volunteers and Signs. Weekend Warrior Volunteers have been cleaning up building interiors. Thoughts have begun for signage directing trail users for trail loops listed in the master plan.

Treasurer's Report: Attached

Unfinished Business:

Trustee Smith motion to the negotiated agreement with approval of capital projects, procurement and outside counsel, the chair or chair's designee can sign the agreement with Gannett Fleming that is acceptable to the aforementioned parties. Motion was seconded by Norris

No Discussion

Vote taken by roll call: Norris, Smith, Becker - Yes Waszak, Fleming - No

Motion Failed

Motion to approve and adopt Resolution 20-2017 whereby the Richfield Joint Recreation District has selected FMD Architects to provide design services for the visitor center/office project by Trustee Norris, seconded by Smith.

Discussion: Motion to amend a maximum all in expense for the Office/Visitor Center Project be capped at \$20,000.00 by Waszak, second by Norris.

Discussion:

Amendment vote taken by roll call: Smith - No Fleming, Norris, Waszak, Becker - Yes

Motion passed

Resolution 20-2017 vote taken by roll call: Unanimous - Yes

Motion passed

Motion to approve adding the Wastewater Treatment Plant and its priority to the project list. So moved by Waszak, second by Norris.

Discussion: Waszak reiterated in order to make improvements to buildings on the north end of the park the wastewater movement must be addressed.

Vote take by the word of Aye or Nay: All in favor - Unanimous

Motion Passed

Motion to (a) amend the existing cell tower lease to grant the requested "rent holiday" suggested by the tenant for a period of ninety days. (b) on the condition that the Board be permitted to locate and operate, on an exclusive basis, such devices on the tower as it may deem appropriate to furnish the park with wi-fi and otherwise to make use of the tower for the best interests of the park, and (c) explore with Bay Pointe Technology possibilities for the use of the tower for the provision of wi-fi and telecommunications for the benefit of the park. Motion by Smith, seconded by Waszak.

Vote taken by the word of Aye or Nay: Smith, Waszak, Norris, Becker - Aye Fleming Nay

Motion Passed

August Meetings

After a board poll in regards to holding meetings in August, the board agreed to hold only Special Meetings as needed in the month of August 2017.

Announcements

Trustee Waszak addressed the board and public about the number of Public Records Requests. Becker stated the amount of legal fees accrued was nearing \$20,000.00 to reply to the requests. In effort to reduce time and cost the RJRD will be continuing to improve its office infrastructure and website to make these requests unnecessary in the future. Waszak suggests if the public should have a concern they would like addressed to request having it put on a meeting agenda. The board members all stressed they are working to have a transparent and open operation wanting to keep the public informed and educated on all actions. Norris was discouraged by the terrible expense of our limited budget and our time being taken from productive use. He asked that every effort be made to distill any common denominators from the public records requests in order to determine what the endgame might be and who might be making these requests so that we could avoid the expense of time and limited budget going forward.

Questions/Comments

Pat Healey - Inquired about cancellation of meetings per the Sunshine law and the numbering of resolutions prior to a meeting. Renee Tuttle read her letter voicing concern over the renovation of the Oviatt House offering suggestion on possible usage of the buildings structure in other areas. Corey Ringle shared the FOCH report attached. Molly Eastwood announced the dates of September 15-16 have been set to begin work on the horse trails.

Motion to adjourn by Smith, second by Waszak - voice vote, passed unanimously

Meeting Adjourned at 8:09pm

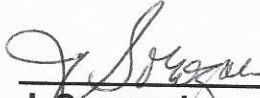
June 24, 2017

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Work Session/Regular Meeting


Respectively Submitted by:

Accepted:



J. Soroczak
Administrative Coordinator

Date: 8-04-17



B. Becker
Chairmen

Date 8-4-17

***Abbreviations:**

- BTA - Buckeye Trail Association
- BW - Baldwin Wallace
- CVCC - Cuyahoga Valley Career Center
- CVNP - Cuyahoga Valley National Park
- EDG - Environmental Design Group
- MOU - Memorandum of Understanding
- OOE - Ohio Operating Engineers
- OHC - Ohio Horseman's Council
- RFQ - Request for Qualification
- WWTP - Wastewater Treatment Plant

RESOLUTION NO. 20-2017

**A RESOLUTION AUTHORIZING ARCHITECT SELECTION
FOR VISITOR CENTER/OFFICE PROJECT**

WHEREAS, the Board issued a Request for Qualifications for professional design services for projects in the Richfield Heritage Preserve; and

WHEREAS, the Board has selected FMD Architects to be the architect of record for the visitor center/office project. This project is a partnership with the Cuyahoga Valley Career Center (CVCC) and RJRD. The students completed an initial schematics and floor plan and will provide labor for the project.

WHEREAS, the Board is responsible for providing materials and related incidental costs as per a pending Memorandum of Understanding.

WHEREAS, the project requires the architectural review and sign off of schematics prepared by the CVCC and the oversight and completion of the project. The project timeframe desires completion of blueprints and a permit by September 15, 2017 to coincide with the CVCC school year programming.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Richfield Joint Recreation District:

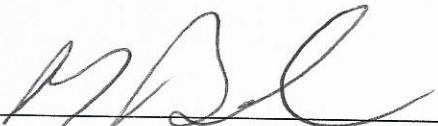
SECTION 1. Authorize Jim Hardy, to act on our behalf, to negotiate a contract with FMD Architects for design services for the visitor center/office project.

SECTION 2. After legal review, authorize the Chairman or his designee to execute the contract on behalf of RJRD.


SECTION 3. That this Board finds and determines that all formal actions of this Board concerning and relating to this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public in compliance with applicable law.

SECTION 4. That this Resolution shall be in full force and effect from and immediately upon its adoption.

7-24-17
Date Passed


Chairman, Board of Trustees,
Richfield Joint Recreation District

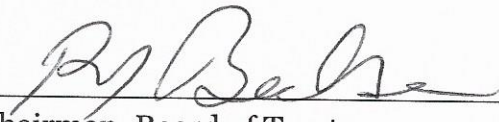
ATTEST:

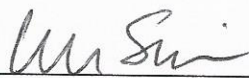

Secretary, Board of Trustees,
Richfield Joint Recreation District

AMENDED:

A maximum all in expense for the Office/Visitor Center Project be capped at \$20,000.00.

7-24-17
Date Passed


Chairman, Board of Trustees
Richfield Joint Recreation District


Secretary, Board of Trustees,
Richfield Joint Recreation District

Treasurer's Summary Report

1 message

Pat Norris <pnorris@rjrd.org>

Mon, Jul 24, 2017 at 5:48 PM

To: Bob Becker <bbecker@rjrd.org>, Meg Slifcak <mslifcak@rjrd.org>, Bill Smith <wsmith@rjrd.org>, Pat Norris <pnorris@rjrd.org>, Ralph Waszakjr <rwaszakjr@rjrd.org>, Jeff Deluca <jdeluca@rjrd.org>, Rich Fleming <rfleming@rjrd.org>

Cc: Judy Soroczak <jsoroczak@rjrd.org>, Pat Norris <cpatnorris@aol.com>

The detailed Financial Reports remain unchanged as submitted to each of you June 20th.

My summary report is as follows:

Our beginning total cash balance for the month of June 2017 was \$3,388,745.00. Total revenues for the month totaled \$2,145.00; expenditures totaled \$10,208.00, leaving an ending total cash balance for the month of May of \$3,380,693.00.

Detail is as follows:

Revenue for the General Fund totaled \$2,155.00, consisting of \$980.00 in rental income, \$874.00 in cell tower income and interest income of \$301.00.

Expenditures for the General Fund totaled \$10,208.00, consisting mainly of payroll, sewer maintenance, rubbish disposal, insurance and utility expense. There are encumbrances of \$22,133.00 for insurance, legal services, utilities, payroll, office expense, and miscellaneous charges.

Revenue for the Capital Improvement Fund was -0-.

Expenditures for the Capital Improvement Fund were -0-. Encumbrances are \$8,967.00 for consulting services and miscellaneous equipment.

Revenue for the Bond Retirement Fund was -0-.

Expenditures for the Bond Retirement Fund -0-.

We have roughly \$2,937,000.00 remaining of our bond funds, with roughly \$1,881,000.00 anticipated as our 85% target spend by the end of June 2018.

Respectfully submitted,

Charles P. "Pat" Norris, CTP
Trustee, Treasurer to the Board
Chair, Park Services Committee
Richfield Joint Recreation District

From: Pat Norris <cpatnorris@aol.com>
 To: CPatNorris <CPatNorris@aol.com>
 Date: Mon, Jul 24, 2017 2:12 pm

<u>Office Project</u>	MJP	MJP	MJP	MJP	MJP	3 = Highly exceeds qualifications
<u>Criteria</u>	DLZ	Domokor	FMD	GDP	Chris Toddy	<u>Comments</u>
Experience working with students:	0 2.00 0	1 2.00 0	2 2.00 2	0 2.00 0	1 2.00 1	
Experience on small projects:	0 2.00 0	1 2.00 1	2 3.00 3	1 2.00 1	2 3.00 2	
Responsive to the potential needs of the park	1 3.00 1	1 2.00 0	2 3.00 3	1 2.00 1	2 3.00 2	
Experience with very low overhead:	0 2.00 0	0 2.00 0	1 3.00 3	0 2.00 1	1 3.00 1	
Experience with very low budgets:	1 2.00 1	1 2.00 1	1 3.00 3	1 2.00 1	1 3.00 1	
Total:	11.00	10.00	14.00	10.00	14.00	
<i>Responsive to spec needs of city park</i>	2	4	8	3	7	

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

In God We Trust

15 16 36.00 17.0 28
 14.00 4 7

Friends of Crowell Hilaka

Report to the Richfield Joint Recreation District

Monday, July 24, 2017

Invasive Plant Removal (Work Plan):

- Approximately a dozen Purple loosestrife dug up and removed from around the lower lake.
- Large Barberry patch removed from Fernwood campsite.

Trails Monitors (Work Plan):

- FoCH has ordered the bright colored volunteer vests (see previous report) so volunteers are easily recognizable while walking the fence and pulling invasive plants.
- Two years ago, FoCH volunteers tagged existing trails at north end of property. Existing surveying tape is showing wear and volunteers have started retagging existing trails with fresh surveying tape. Before any cleaning takes place, we will walk the trails with Park Operations to verify the next steps.

Amity House Basement:

- Tim Ochwat, general contractor, walked through Amity House with FoCH and Pat Norris to assess the foundation and required shoring. He recommended two solutions:
 - Temporary solution: (3) 2x10s spanning the 26'-0" span with (5) shoring posts divided evenly. He is willing to work with volunteers. Approximate cost \$1,500.
 - More permanent solution: (2) 1 3/4x11 7/8 LVLs 2'-0" o.c. (between existing (2) 2x12 floor joists) with new wolmanized rim and sill plate and new subfloor. Rebuild basement stairs and wall substrate at stairs.
 - Both solutions recommend gutter repairs as well as adding a swale between the drive and home.
- We are checking in with a few funding sources to see what we can do for the RJRD Board.
- As soon as we receive all the details we will pass the specifications on to the RJRD Board for approval.
- We have also reached out to the Neal family for historic photos and any information about the historic homes for the future architects and contractors.

Presentation:

- Buckeye Trail Association led a hike and gave a presentation at our July FoCH Membership Meeting. It was well attended and folks really enjoyed learning more about the Buckeye Trail at Richfield Heritage Preserve.
- Rocky River Watershed is hosting their annual meeting at Richfield Heritage Preserve on Wednesday, July 26th at 5:30pm. FoCH will be providing docents/tour guides for the history hike after the picnic.
- We are working on plans for the FoCH table at the Richfield Community Day and Parade as well as our plans for the 3rd Annual Kirby Birthday Party.

General Volunteer Efforts:

- Promoting and participating in Trustee DeLuca's Clean and Green initiative.
- Saturday, July 22nd the Weekend Warriors helped Dr. Stanton clean and sweep Coach House and Chagrin Valley Cabin. They also removed the dilapidated benches and picnic tables and relocated a couple of the benches to the Pack Out Garage for the park visitors to enjoy.
- Mowing, latrine maintenance, and trash pick up by Sandy Norris, FoCH member.

Kirby Birthday is Saturday, September 23rd from 2pm-5pm at Richfield Heritage Preserve

