

# PICKAWAY COUNTY

www.pickawaycountyparks.org  
141 W. Main St., Suite 400 P.O. Box 1193 Circleville, Oh 43113 740-420-5451

## PARK DISTRICT

### Minutes

Sept. 20, 2016

Meeting was called to order at 12:20 p.m. by Vice Chairman Marshall Fields at the Pickaway County Annex, 141 W. Main St., Suite 400, Circleville, Ohio.

A. ROLL CALL Board members P=present A=absent  
volunteer work hours not recorded  
Bill Richards A Robert (Pete) Hartinger A Mike Hess P  
Marshall Fields P Tracie Sorvillo P

Secretary: Andi Humphries P  
Treasurer: County Auditor A  
Webmaster: Michael Moore A  
Park Board Consultant: Tom Davis P  
Financial Liaison:  
Public Relations:  
Logan Elm Liaison: Rod Smith A  
Canal Park Liaison: John Drummond  
Guests: Tom Spring, Circleville City Council

*Approved  
B.d. mtg 11/29/16*

B. Reading of previous month Minutes (approve/amend) Andi Humphries: Hess motioned approval of minutes, Fields seconded, motion carried.

C. Financial status of Park District: The balance at the end of August is \$69,892.17. Bills paid were for supplies, mowing, consulting services and \$1,000 to Williamsport for this year's grant. Sorvillo made a motion to accept the treasurer's report, Hess seconded; motion carried

D. Guests: Tom Spring participated in the board's conversation about the levy. Davis said the commissioners had questions about the set aside funds for other county entities as well as the funding of existing facilities or administration costs. He also talked with Greene County who passed their first parks levy. That entity had been receiving local government funds to take care of 16 parks and 21 miles of trail, so the needs were different from ours. Greene commissioners took a neutral stance on the levy. Spring explained some of the funding sources for the city park board, and said from a public policy perspective the levy would enhance the quality of parks and recreation in the entire county.

E. Director's Report and updates

- 1) County commissioner meeting highlights. See "guests" In addition, members revised the 'Levy basics' handout to delete last three paragraphs in the "grant program specifics" concerning match, development and improvements and administrative costs and change the maximum grant request to \$280,000. It was discussed that the other details are micromanaging the county entities which oversee parks.

Hess stated that the board needs to decide the total package. Fields said the resolution should be completed at the next meeting. Once the resolution is sent to the county auditor the ethics begin with levy funding.



- 2) OPRA/ODOT money for roads and parking lots; approx \$100,000 expected in 2017. This is an accumulation of funds which provided for the Martha Hitler Parking Lot. Davis would like to pursue trail head parking lot at Canal Road. The Logan Elm Parking Lot would have to include a 15-year lease with the Ohio History Connection (formerly the Ohio Historical Society). The entire redesign is on hold for a cultural study before anything can be taken to the landowners.
- 3) Canal Park entrance sign: A new design from Mike Landscaping was reviewed at a cost of \$10,000. Davis will submit for county wide funds held at ODNR which has accumulated to \$17,644. The submission is due in June of each year.
- 4) LE-Mt. Oval Trail: still talking to landowners about this trail. If agreeable, will have to do a survey, leases, contracts and easements.
- 5) Friends of the Park Request: Davis received an email from the Friends of the Park to send any potential board member names to Ramona Edmon or Randy Knece.
- 6) Director consultant report and invoice; Sorvillo motioned that the invoice be paid; Fields seconded, motion carried.

F. Unfinished Business: see updates

G. New Business, Directors reports: none

H. Schedule of meetings: Regular meeting: Noon Oct. 25, 2016 at the Pickaway County Annex, 141 W. Main St., Circleville.

I. Adjournment. Meeting adjourned at 1:00 p.m.

Note: These routine meetings are to be One hour, and not to extend more than ½ hr. longer. Additional time will require special meetings.



# MTD Fund Report for Year 2016 Month 09 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	69,892.17	0.00	2,899.53	66,992.64	27,039.78	39,952.86
1 Funds		69,892.17	0.00	2,899.53	66,992.64	27,039.78	39,952.86

Approved 11/29/16 Bd mtg



# MTD/YTD Revenue Report by Fund for Year 2016 Month 09 - PICKAWAY COUNTY

Account	Description	Est Rev	MTD Rec	YTD Rec	Unc Bal	%Remain	%Collected
639.0000.4556	LOCAL SHARE-PARK DISTRICT	0.00	0.00	10,000.00	(10,000.00)	0.00%	0.00%
639.0000.4557	STATE SHARE-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00%	0.00%
639.0000.4910	ADVANCES	0.00	0.00	0.00	0.00	0.00%	0.00%
639.0000.4926	OTHER RECEIPTS-PARK DISTRICT	18,500.00	0.00	13,760.00	4,740.00	25.62%	74.38%
<b>Fund: 639</b>	<b>P. C. PARK DISTRICT</b>	<b>18,500.00</b>	<b>0.00</b>	<b>23,760.00</b>	<b>(5,260.00)</b>	<b>(28.43%)</b>	<b>128.43%</b>
<b>4 Accts</b>		<b>18,500.00</b>	<b>0.00</b>	<b>23,760.00</b>	<b>(5,260.00)</b>	<b>(28.43%)</b>	<b>128.43%</b>





# MTD/YTD Revenue Report by Fund for Year 2016 Month 09 - PICKAWAY COUNTY

Account	Description	Est Rev	MTD Rec	YTD Rec	Unc Bal	%Remain	%Collected
639.0000.4556	LOCAL SHARE-PARK DISTRICT	0.00	0.00	10,000.00	(10,000.00)	0.00%	0.00%
639.0000.4557	STATE SHARE-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00%	0.00%
639.0000.4910	ADVANCES	0.00	0.00	0.00	0.00	0.00%	0.00%
639.0000.4926	OTHER RECEIPTS-PARK DISTRICT	18,500.00	0.00	13,760.00	4,740.00	25.62%	74.38%
Fund: 639	P. C. PARK DISTRICT	18,500.00	0.00	23,760.00	(5,260.00)	(28.43%)	128.43%
4 Accts		18,500.00	0.00	23,760.00	(5,260.00)	(28.43%)	128.43%



# MTD/YTD Total Expense Report by Fund by Dept for Year 2016 Month 09 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5201	PERS-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5202	MEDICARE-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5205	WORKERS COMP-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5301	SUPPLIES-PARK DISTRICT	3,500.00	165.60	747.70	2,752.30	2,752.30	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT	22,500.00	1,983.93	9,612.52	12,887.48	12,887.48	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	500.00	0.00	450.00	50.00	50.00	0.00	0.00
639.6052.5432	RAILS TO TRAILS-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5501	EQUIPMENT-PARK DISTRICT	5,500.00	0.00	400.00	5,100.00	5,100.00	0.00	0.00
639.6052.5801	ADVANCES OUT-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5901	OTHER EXPENSES-PARK DISTRICT	2,500.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00
639.6052.5958	INSURANCE (BONDS)-PARK DISTRICT	500.00	0.00	0.00	500.00	500.00	0.00	0.00
639.6052.5959	MARTHA HITLER PARK IMPRV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5968	PARK IMPROVEMENT PROGRAM - PARK DISTRICT	5,000.00	750.00	1,750.00	3,250.00	3,250.00	0.00	0.00
Dept: 6052	PARK DISTRICT	40,000.00	2,899.53	12,960.22	27,039.78	27,039.78	0.00	0.00
Fund: 639	P.C. PARK DISTRICT	40,000.00	2,899.53	12,960.22	27,039.78	27,039.78	0.00	0.00
14 Accts		40,000.00	2,899.53	12,960.22	27,039.78	27,039.78	0.00	0.00



# Detail Expense Transactions by Fund - PICKAWAY COUNTY for Year 2016 Month 09 to Year 2016 Month 09

Date	Src	Vnd#	Vendor Name	PO#	Bno/ Seq	Chk/ Trans	Proj	Amount	Remark
09/13/2016	AC	03188	CREATIVE COMPUTER SPEC. INC	MV099055	11439048	366276		34.58	MISC.OFFICE SUPP. /PARK DISTRICT
09/13/2016	AC	03188	CREATIVE COMPUTER SPEC. INC	MV099055	11439049	366277		131.02	MISC.OFFICE SUPP. / PARK DISTRICT
639.6052.5301			SUPPLIES-PARK DISTRICT					165.60	
09/07/2016	AC	01535	MIKE'S LANDSCAPING LLC	MV099056	11433033	366102		268.13	DESIGN FEE:CANAL PRK. SIGN/ PRK.DISTRICT
09/13/2016	AC	02017	DAVIS TOM	MV099056	11439035	366264		720.00	PRK.ADMIN.SERV. / PARK DISTRICT
09/20/2016	AC	01535	MIKE'S LANDSCAPING LLC	MV099056	11452030	366525		299.80	MOW LOGAN ELM PARK - PARK DIST
09/27/2016	AC	00101	SOUTH CENTRAL POWER	MV099056	11464003	366730		21.00	SERV.@ CANAL PARK SHELTERHOUSE/ PARK DISTRICT
09/27/2016	AC	02017	DAVIS TOM	MV099056	11464028	366747		675.00	ADMIN.SERV. / - PARK DISTRICT
639.6052.5401			CONTRACT SRVS-PARK DISTRICT					1,983.93	
09/13/2016	AC	00189	BARBARA KNOX, FISCAL OFFICER	MV099060	11439008	366240		750.00	PARK IMPROVEMENT PROGRAM PYMNT / - PARK DIST
639.6052.5968			PARK IMPROVEMENT PROGRAM - PARK DISTRICT					750.00	
Fund: 639			P.C. PARK DISTRICT					2,899.53	
8 Transactions								2,899.53	



Park Dist.

### MTD Fund Report for Year 2016 Month 10 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	66,992.64	0.00	206.90	66,785.74	26,832.88	39,952.86
<b>1 Funds</b>		<b>66,992.64</b>	<b>0.00</b>	<b>206.90</b>	<b>66,785.74</b>	<b>26,832.88</b>	<b>39,952.86</b>

*Approved 11/29/16 Bd. mtg*





# MTD/YTD Total Expense Report by Fund by Dept for Year 2016 Month 10 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5201	PERS-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5202	MEDICARE-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5205	WORKERS COMP-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5301	SUPPLIES-PARK DISTRICT	3,500.00	0.00	747.70	2,752.30	2,752.30	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT	22,500.00	206.90	9,819.42	12,680.58	12,680.58	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	500.00	0.00	450.00	50.00	50.00	0.00	0.00
639.6052.5432	RAILS TO TRAILS-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5501	EQUIPMENT-PARK DISTRICT	5,500.00	0.00	400.00	5,100.00	5,100.00	0.00	0.00
639.6052.5801	ADVANCES OUT-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5901	OTHER EXPENSES-PARK DISTRICT	2,500.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00
639.6052.5958	INSURANCE (BONDS)-PARK DISTRICT	500.00	0.00	0.00	500.00	500.00	0.00	0.00
639.6052.5959	MARTHA HITLER PARK IMPRV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5968	PARK IMPROVEMENT PROGRAM - PARK DISTRICT	5,000.00	0.00	1,750.00	3,250.00	3,250.00	0.00	0.00
Dept: 6052	PARK DISTRICT	40,000.00	206.90	13,167.12	26,832.88	26,832.88	0.00	0.00
Fund: 639	P.C. PARK DISTRICT	40,000.00	206.90	13,167.12	26,832.88	26,832.88	0.00	0.00
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Date	Src	Vnd#	Vendor Name	PO#	Eno/ Seq	Chk/ Trans	Proj	Amount	Remark
10/18/2016	AC	01535	MIKE'S LANDSCAPING LLC	MV099056	11493024	367346		149.90	MOWING @ LOGAN ELM PARK / PARK DISTRICT
10/25/2016	AC	00101	SOUTH CENTRAL POWER	MV099056	11501005	367600		35.00	SERV. @ CANAL PRK. SHELTER HOUSE / PRK.DISTR.
10/25/2016	AC	00101	SOUTH CENTRAL POWER	MV099056	11501006	367601		22.00	ELECTRIC @ LOGAN ELM PRK.LIGHT- PARK DISTRICT
639.6052.5401	CONTRACT SRVS-PARK DISTRICT								
Dept: 6052	PARK DISTRICT								
Fund: 639	P.C. PARK DISTRICT								
3 Transactions								206.90	



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639.0000.4557	STATE SHARE-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00%	0.00%
639.0000.4910	ADVANCES	0.00	0.00	0.00	0.00	0.00%	0.00%
639.0000.4926	OTHER RECEIPTS-PARK DISTRICT	18,500.00	0.00	13,760.00	4,740.00	25.62%	74.38%
<b>Fund: 639</b>	<b>P.C. PARK DISTRICT</b>	<b>18,500.00</b>	<b>0.00</b>	<b>23,760.00</b>	<b>(5,260.00)</b>	<b>(28.43%)</b>	<b>128.43%</b>
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