



**April 25th, 2023  
Regular Meeting, 12:00pm  
Cooks Creek Nature Preserve**

## **Agenda**

- Roll Call
- Review/Approve Previous Meeting Minutes
- Financial Report
- Director's Report
  - a. Change Board meeting structure
  - b. Cooks Creek Preserve status/timeline
  - c. Board retreat
  - d. LWCF Grant Status
  - e. Visitor Bureau Approval
- Unfinished Business
  - a. Website demo
- New Business
- Public Comments
- Next Regularly Scheduled meeting - 12 noon, Tuesday, May 23<sup>rd</sup>, 2023
- Adjournment



## Pickaway County Park Board Minutes

March 28th, 2023

Meeting was called to order at noon by Chair Greg Bigam at CC Nature Preserve.

A. ROLL CALL Board members P=present A=absent  
Greg Bigam P Beth Kowalski P  
Susan Metzger P Cindy Whited P Jeff Phillips A

Secretary: Andi Humphries A  
Park Board Director: Tom Davis P  
Executive Assistant: Arista Hartzler P  
Emeritus Board Member: Pete Hartinger A  
Guests: Sandy Andromedin, Leslie Blankenship, Jan Shannon, Kathleen Burke

B. Presentation: a presentation was given by Jan Shannon about the new children's museum, the Inspiration Station. Jan shared that 1.5 million is needed by July/August to begin construction, which is nearly raised. Next an additional 1 million is needed for the exhibits. The Inspiration Station is wanting to partner with the district for the water station or some type of outdoor related exhibit and the commitment could be in the form of a 5 year pledge. Inspiration Station would like an answer sometime in the next few months on whether the Park District is interested in partnering.

C. Minutes of previous month Humphries: The motion to approve the minutes was made by Metzger, second by Whited; motion carried.

D. Financial status of Park District: Beginning balance \$576,180.11 Ending balance \$526,960.86. Revenue of \$5498.90 was from Sales at Cooks Creek and AOA for reimbursement on dumpster. \$54,718.15 was expended this month which included propane at cooks, new signs and the purchase of a new maintenance truck. The motion to approve the financial report was made by Kowalski, second by Metzger; motion carried.

### E. Director's Report

- a) ODOT/OPRA Resolution: The motion to accept the ODOT/OPRA road/parking lot assistance resolution was made by Whited, second by Kowalski; motion carried.
- b) Pickleball Grant: Additional \$3,000 was requested from the Friends of Pickaway Parks and Trails Fund by the Pickaway Pickleball Association. A vote was taken; Bigam – N Whited – N, Metzger – N, Kowalski – N. The Pickleball Association was denied funding from the Friends fund at this time.
- c) Website: Hartzler gave an update on the website revamp and requested feedback.
- d) Nature Centers: Director updated Board on the visits made to and planned, to nature centers here in Ohio in order to get ideas for the park district's nature center at Cooks Creek.
- e) Strategic Planning Committee Meeting: Scheduled for April 25<sup>th</sup> at 9:30am

F. Unfinished Business: see Director's Report

G. New Business, board member reports: none

H. Guests: Andromedin reported on new features at lock 31 north of the Little Walnut Creek, Kathleen shared about her garden club in Derby and their plans to revamp the park and garden,

Kathleen requested funds to aid this project and was encouraged to apply to the Community Foundation and next year for the District's Park and Trail Improvement Grant.

I. Schedule of meetings: Regular meeting: noon Tuesday, April, 25th at CC Nature Preserve, Ashville, Ohio.

J. Adjournment. Meeting adjourned at 1:23.

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

Date Minutes Were Approved 4/25/23

PCPD Board Chairperson Gregory Began 4-25-23  
Date

PCPD Director [Signature] 4-25-23  
Date

# MTD Fund Report for Year 2023 Month 03 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	526,960.86	451,666.11	22,759.35	955,867.62	308,373.17	647,494.45
659	ODNR-SCIOTO RIVER BRDG & TRAIL	53,000.00	0.00	0.00	53,000.00	271,496.30	(218,496.30)
670	METZGER PRESERVE	3,938.70	0.00	0.00	3,938.70	0.00	3,938.70
671	ODNR-PADDLING ENHANCE GRANT	1,336.00	0.00	0.00	1,336.00	0.00	1,336.00
918	CLEAN OHIO TRAILS FUND	242,523.00	0.00	0.00	242,523.00	497,000.00	(254,477.00)
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
<b>6 Funds</b>		<b>827,974.18</b>	<b>451,666.11</b>	<b>22,759.35</b>	<b>1,256,880.94</b>	<b>1,076,869.47</b>	<b>180,011.47</b>

# YTD Fund Report for Year 2023 Month 03 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	613,324.56	467,606.79	125,063.73	955,867.62	308,373.17	647,494.45
659	ODNR-SCIOTO RIVER BRDG & TRAIL	53,000.00	0.00	0.00	53,000.00	271,496.30	(218,496.30)
670	METZGER PRESERVE	3,938.70	0.00	0.00	3,938.70	0.00	3,938.70
671	ODNR-PADDLING ENHANCE GRANT	1,336.00	0.00	0.00	1,336.00	0.00	1,336.00
918	CLEAN OHIO TRAILS FUND	242,523.00	0.00	0.00	242,523.00	497,000.00	(254,477.00)
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
<b>6 Funds</b>		<b>914,337.88</b>	<b>467,606.79</b>	<b>125,063.73</b>	<b>1,256,880.94</b>	<b>1,076,869.47</b>	<b>180,011.47</b>

# MTD/YTD Total Expense Report by Fund for Year 2023 Month 03 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT - PARK DISTRICT	159,752.00	12,292.58	37,346.85	122,405.15	0.00	0.00	122,405.15
639.6052.5201	PERS-PARK DISTRICT - PARK DISTRICT	23,369.00	1,720.95	5,207.54	18,161.46	0.00	0.00	18,161.46
639.6052.5202	MEDICARE-PARK DISTRICT - PARK DISTRICT	2,418.00	167.21	508.36	1,909.64	0.00	0.00	1,909.64
639.6052.5203	INSURANCE - PARK DISTRICT	58,200.00	3,253.00	9,759.00	48,441.00	0.00	0.00	48,441.00
639.6052.5205	WORKERS COMP-PARK DISTRICT - PARK DISTRICT	1,250.00	415.15	415.15	834.85	0.00	0.00	834.85
639.6052.5301	SUPPLIES-PARK DISTRICT - PARK DISTRICT	3,000.00	4.99	220.57	2,779.43	2,779.43	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT - PARK DISTRICT	199,200.00	4,905.47	31,606.26	167,593.74	167,593.74	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT - PARK DISTRICT	2,500.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00
639.6052.5432	RAILS TO TRAILS-CONTRACT SERVICES - PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5501	EQUIPMENT-PARK DISTRICT - PARK DISTRICT	75,000.00	0.00	40,000.00	35,000.00	35,000.00	0.00	0.00
639.6052.5504	LAND - PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5701	TRANSFERS OUT - PARK DISTRICT	390,000.00	0.00	0.00	390,000.00	0.00	0.00	390,000.00
639.6052.5801	ADVANCES OUT-PARK DISTRICT - PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5901	OTHER EXPENSES-PARK DISTRICT - PARK DISTRICT	10,000.00	0.00	0.00	10,000.00	10,000.00	0.00	0.00
639.6052.5958	INSURANCE (BONDS)-PARK DISTRICT - PARK DISTRICT	500.00	0.00	0.00	500.00	500.00	0.00	0.00
639.6052.5959	MARTHA HITLER PARK IMPRV - PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5968	PARK IMPROVEMENT PROGRAM - PARK DISTRICT	90,000.00	0.00	0.00	90,000.00	90,000.00	0.00	0.00
639.6069.5401	CONTRACTS-SERVICES - DUPONT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6090.5300	MATERIALS - PARK DONOR DESIGNATED PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6090.5301	SUPPLIES - PARK DONOR DESIGNATED PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6090.5401	CONTRACTS-SERVICES - PARK DONOR DESIGNATED PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6090.5901	OTHER EXPENSES - PARK DONOR DESIGNATED PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Fund: 639</b>	<b>P.C. PARK DISTRICT</b>	<b>1,015,189.00</b>	<b>22,759.35</b>	<b>125,063.73</b>	<b>890,125.27</b>	<b>308,373.17</b>	<b>0.00</b>	<b>581,752.10</b>
659.6095.5401	CONTRACTS-SERVICES - ODNR-SCIOTO RIVER BRDG & TRAIL	271,496.30	0.00	0.00	271,496.30	271,496.30	0.00	0.00

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Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
659.6095.5901	OTHER EXPENSES - ODNR-SCIOTO RIVER BRDG & TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Fund: 659</b>	<b>ODNR-SCIOTO RIVER BRDG &amp; TRAIL</b>	<b>271,496.30</b>	<b>0.00</b>	<b>0.00</b>	<b>271,496.30</b>	<b>271,496.30</b>	<b>0.00</b>	<b>0.00</b>
670.6091.5504	LAND - PARK ON BEHALF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
670.6092.5401	CONTRACTS-SERVICES - METZGER PRESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
670.6092.5504	LAND - METZGER PRESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
670.6092.5801	ADVANCES OUT - METZGER PRESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
670.6092.5901	OTHER EXPENSES - METZGER PRESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Fund: 670</b>	<b>METZGER PRESERVE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
671.6094.5301	SUPPLIES - ODNR - PADDLING ENHANCE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
671.6094.5401	CONTRACTS-SERVICES - ODNR - PADDLING ENHANCE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
671.6094.5801	ADVANCES OUT - ODNR - PADDLING ENHANCE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
671.6094.5901	OTHER EXPENSES - ODNR - PADDLING ENHANCE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Fund: 671</b>	<b>ODNR-PADDLING ENHANCE GRANT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
918.3012.5401	CONTRACT-SVS - ON-BEHALF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5401	CONTRACTS-SERVICES - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5501	EQUIPMENT - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5701	TRANSFERS OUT - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5801	ADVANCES OUT - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5901	OTHER EXPENSES - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6207.5401	CONTRACTS-SERVICES - OHIO-ERIE CANAL BRIDGE	497,000.00	0.00	0.00	497,000.00	497,000.00	0.00	0.00
918.6207.5800	ADVANCES OUT - OHIO-ERIE CANAL BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6207.5901	OTHER EXPENSES - OHIO-ERIE CANAL BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Fund: 918</b>	<b>CLEAN OHIO TRAILS FUND</b>	<b>497,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>497,000.00</b>	<b>497,000.00</b>	<b>0.00</b>	<b>0.00</b>
922.6909.5401	CONTRACTS-SERVICES - PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
922.6909.5501	EQUIPMENT - PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
922.6909.5901	OTHER EXPENSES - PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 922	PARK DISTRICT LEASE PAYMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>45 Accts</b>		<b>1,783,685.30</b>	<b>22,759.35</b>	<b>125,063.73</b>	<b>1,658,621.57</b>	<b>1,076,869.47</b>	<b>0.00</b>	<b>581,752.10</b>