



**August 18th, 2023
Regular Meeting, 8:40am
Cooks Creek Nature Preserve**

Agenda

- Roll Call
- Review/Approve Previous Meeting Minutes
- Financial Report
- Director's Report
 - a. BARs – Transfers and Appropriations to 918
 - b. Natural Resource Assistance Council Nomination
- Unfinished Business
- New Business
- Public Comments
- Next Regularly Scheduled meeting – 6 PM, Tuesday, Sept. 26th 2023
- Adjournment



Pickaway County Park Board Minutes

July 25, 2023

The meeting was called to order at 6 p.m. 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 P
Park Board Director: Tom Davis P
Executive Assistant: Arista Hartzler P
Emeritus Board Member: Pete Hartinger P
Guests: none

B. Minutes of previous month Humphries: The motion to approve the corrected minutes was made by Kowalski, seconded by Metzger; motion carried.

C. Financial status of Park District: Beginning balance \$874,090.50 Ending balance \$719,861.43. The Ohio History Connection reimbursed the district for a chain saw which was the lone receipt. Expenses include wages, playground and the survey. The Clean Ohio Trails fund shows the second of three payments which is reimbursed by 75%. Kowalski questioned the unencumbered column on the month to date fund compared to the expense balance which shows a different amount. Hartzler will check with the auditor. (see 7-27 update at end of minutes) The motion to approve the financial report was made by Metzger, seconded by Whited; motion carried.

D. Strategic Plan Progress Report: This area was added to the agenda as a monthly feature. Hartzler explained the 4-year plan which was adopted in November of 2022. Several goals have been met, several are in progress.

E. Director's Report

- 1) BAR (Budget Action Requests) Davis explained that with COVID delays in the Bridge, Playground and Cooks Creek and expenses being larger, the budgeted amounts were low. The auditor's office said \$412,000 was available to spend in the unencumbered total. Davis asked for additional funds of \$95,000 from the unencumbered to be appropriated into contract services to cover additional office rent, internet installation, bridge work and the OPRA contract. A motion to increase appropriations by \$95,000 and place in contract services was made by Whited, seconded by Kowalski; motion carried.
- 2) Board Tour Agenda: The event leaves CC Nature Preserve at 9 a.m. Aug.18 returning for lunch at 1 p.m. then CC tour. The agenda is attached.
- 3) Canal Park Visitation Numbers have increased exponentially since the playground was completed. In June of 2022 there were 3,518 visitors. This year the same month saw 9,166. This measures the number of vehicles with two people per vehicle. The increased traffic brings increased garbage and restroom issues.
- 4) Experience Earth Camp was held at CC Nature Preserve. Results and pictures are attached and online.
- 5) Local Government Fund Allocation Request: The 2021 distributions include "special districts" which would be park districts. This will be pursued again for future

distributions. Davis will once again request for the County Budget Commission, that PCPD be included in the local government fund distribution.

F. Unfinished Business: see Director's Report.

G. New Business, board member reports: Metzgar asked that the website be more responsive in navigating park programs. Hartzler will check on the possibility of a banner.

H. Public Comment: none

I. Schedule of meetings:

Retreat and August Meeting 9 a.m. Aug. 18 CC Nature Preserve, Ashville, Ohio.

August 22nd regular meeting to be cancelled.

J. Adjournment. The meeting was adjourned at 7 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.

Date Minutes Were Approved 8/18/23

PCPD Board Chairperson Gregory Begam Date 8/18/23

PCPD Director [Signature] Date 8/18/23

MTD Fund Report for Year 2023 Month 07 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	719,861.43	5,206.00	55,458.99	669,608.44	84,093.67	585,514.77
659	ODNR-SCIOTO RIVER BRDG & TRAIL	31,000.00	0.00	0.00	31,000.00	249,496.30	(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	78,092.48	123,322.89	0.00	201,415.37	332,569.48	(131,154.11)
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
6 Funds		834,444.23	128,528.89	55,458.99	907,514.13	666,159.45	241,354.68

YTD Fund Report for Year 2023 Month 07 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	613,324.58	485,105.95	428,822.07	669,608.44	84,093.67	585,514.77
659	ODNR-SCIOTO RIVER BRDG & TRAIL	53,000.00	0.00	22,000.00	31,000.00	249,496.30	(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	123,322.89	164,430.52	201,415.37	332,569.48	(131,154.11)
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
6 Funds		914,337.88	608,428.84	615,252.59	907,514.13	666,159.45	241,354.68

MTD/YTD Total Expense Report by Fund for Year 2023 Month 07 - 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	13,030.65	94,957.06	64,794.94	0.00	0.00	64,794.94
639.6052.5201	PERS-PARK DISTRICT - PARK DISTRICT	23,369.00	1,824.28	13,272.94	10,096.06	0.00	0.00	10,096.06
639.6052.5202	MEDICARE-PARK DISTRICT - PARK DISTRICT	2,418.00	177.91	1,299.59	1,118.41	0.00	0.00	1,118.41
639.6052.5203	INSURANCE - PARK DISTRICT	58,200.00	3,253.00	22,771.00	35,429.00	0.00	0.00	35,429.00
639.6052.5205	WORKERS COMP-PARK DISTRICT - PARK DISTRICT	1,250.00	0.00	415.15	834.85	0.00	0.00	834.85
639.6052.5301	SUPPLIES-PARK DISTRICT - PARK DISTRICT	3,000.00	823.20	1,705.24	1,294.76	1,294.76	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT - PARK DISTRICT	199,200.00	13,548.23	178,129.37	21,070.63	21,070.63	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT - PARK DISTRICT	2,500.00	435.00	435.00	2,065.00	2,065.00	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	16,261.72	63,061.72	11,938.28	11,938.28	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	225.00	225.00	275.00	275.00	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	5,880.00	52,550.00	37,450.00	37,450.00	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
Fund: 639	P.C. PARK DISTRICT	1,015,189.00	55,458.99	428,822.07	586,366.93	84,093.67	0.00	502,273.26
659.6095.5401	CONTRACTS-SERVICES - ODNR-SCIOTO RIVER BRDG & TRAIL	271,496.30	0.00	22,000.00	249,496.30	249,496.30	0.00	0.00

MTD/YTD Total Expense Report by Fund for Year 2023 Month 07 - PICKAWAY COUNTY

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
Fund: 659	ODNR-SCIOTO RIVER BRDG & TRAIL	271,496.30	0.00	22,000.00	249,496.30	249,496.30	0.00	0.00
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
Fund: 670	METZGER PRESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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
Fund: 671	ODNR-PADDLING ENHANCE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	164,430.52	332,569.48	332,569.48	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
Fund: 918	CLEAN OHIO TRAILS FUND	497,000.00	0.00	164,430.52	332,569.48	332,569.48	0.00	0.00
922.6909.5401	CONTRACTS-SERVICES - PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00

MTD/YTD Total Expense Report by Fund for Year 2023 Month 07 - PICKAWAY COUNTY

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
45 Accts		1,783,685.30	55,458.99	615,252.59	1,168,432.71	666,159.45	0.00	502,273.26