



May 23, 2023
Regular Meeting, 6:00pm
Cooks Creek Nature Preserve

Agenda

- Roll Call
- Review/Approve Previous Meeting Minutes
- Financial Report
- Director's Report
 - a. Community Survey Update
 - b. Canal Park Playground (Ribbon Cutting June 3rd 11am) , Bridge, Updates
 - c. Cooks Creek Update : AOA Open House June 10
- Unfinished Business
 - a. Board Retreat : August 15th or 18th
 - b. Exec Director Transition Plan : Executive Session
- New Business
- Public Comments
- Next Regularly Scheduled meeting – 6 PM, Tuesday, June 27, 2023
- Adjournment



Pickaway County Park Board Minutes

April 25th 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 A 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 P
Guests: Esta O'Neil

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

C. Financial status of Park District: Beginning balance \$526,960.86, Ending balance \$955,867.62. Revenue of \$451,666.11 was from first half of the tax payment, \$2,000 from manufacturers and home tax and then \$3,800 from Gov Deals Sales. Expended \$22,759.35 which includes payroll, Propane for Cooks Creek, and Dumpsters at Cooks Creek. The motion to approve the financial report was made by Whited, second by Kowalski; motion carried.

D. Director's Report

- a) Change Board Meeting Structure: Davis proposed that the board revisits our regularly scheduled time of noon for hosting the monthly board meeting and recommended that the board considers moving future board meetings to the evening so that the board has more time for discussion and that the public has a better opportunity to attend. The members that were present agreed that the evening meeting would be conducive and agreed to change the meeting time as long as the absent members agreed and were able to attend.
- b) Cooks Creek Preserve Status/Timeline: Davis shared a timeline that the District put together showing progress of improvements out at the new Preserve. The District is working to be moved in to the club house in June of 2023, then the site open during office hours in October 2023 and fully opened to the public by the end of 2024.
- c) Board Retreat: Davis proposed the Board gathers again this summer for a board retreat. Dates were discussed and the District will be following up on either having the retreat on the 15th or 18th of August.
- d) LWCF Grant Status: Hartzler shared that the District was not awarded the 2022 Land and Water Conservation Fund Grant for the construction of the restroom at Canal Park. This is a very competitive grant. The District will not be moving forward with the restroom project at this time.
- e) Visitors Bureau Approval: Hartzler shared that the Visitors Bureau has requested to host their July 9th Music Series Event at Canal Park. They are wanting to serve alcoholic beverages at this event and are requesting permission from the board to do so. A motion was made by Kowalski to allow the Visitor Bureau to serve alcohol at the park for this event, Seconded by Whited. Motion carried.

E. Unfinished Business:

a) Website: Hartzler gave an update on the website and asked for feedback on the District's logo. The board decided to keep our existing logo as it and to have it added to the website.

F. New Business, board member reports: Kowalski raised concerns about the birdhouses on the Roundtown Trail

G. Guests: None

H. Schedule of meetings: Regular meeting: 6:00 pm Tuesday, May, 23rd at CC Nature Preserve, Ashville, Ohio.

I. Adjournment. The meeting adjourned at 1:06.

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 5/23/23

PCPD Board Chairperson Megany Bigan 5/23/23
Date

PCPD Director [Signature] 5/23/23
Date

MTD Fund Report for Year 2023 Month 04 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	955,867.62	10,239.69	48,025.78	918,081.53	277,916.65	640,164.88
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
6 Funds		1,256,880.94	10,239.69	48,025.78	1,219,094.85	1,046,412.95	172,681.90

YTD Fund Report for Year 2023 Month 04 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	613,324.56	477,846.48	173,089.51	918,081.53	277,916.65	640,164.88
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
6 Funds		914,337.88	477,846.48	173,089.51	1,219,094.85	1,046,412.95	172,681.90

MTD/YTD Total Expense Report by Fund for Year 2023 Month 04 - 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	12,409.93	49,756.78	109,995.22	0.00	0.00	109,995.22
639.6052.5201	PERS-PARK DISTRICT - PARK DISTRICT	23,369.00	1,737.39	6,944.93	16,424.07	0.00	0.00	16,424.07
639.6052.5202	MEDICARE-PARK DISTRICT - PARK DISTRICT	2,418.00	168.94	677.30	1,740.70	0.00	0.00	1,740.70
639.6052.5203	INSURANCE - PARK DISTRICT	58,200.00	3,253.00	13,012.00	45,188.00	0.00	0.00	45,188.00
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	0.00	220.57	2,779.43	2,779.43	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT - PARK DISTRICT	199,200.00	29,656.52	55,262.78	143,937.22	143,937.22	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	6,800.00	46,800.00	28,200.00	28,200.00	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
Fund: 639	P. C. PARK DISTRICT	1,015,189.00	48,025.78	173,089.51	842,099.49	277,916.65	0.00	564,182.84
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

MTD/YTD Total Expense Report by Fund for Year 2023 Month 04 - 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	0.00	271,496.30	271,496.30	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	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
Fund: 918	CLEAN OHIO TRAILS FUND	497,000.00	0.00	0.00	497,000.00	497,000.00	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 04 - 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 Accis		1,783,685.30	48,025.78	173,089.51	1,610,595.79	1,046,412.95	0.00	564,182.84