



**November 29th, 2022
Regular Meeting, 12:00 pm
Cooks Creek Nature Preserve**

Agenda

- Roll Call
- Review/Approve Previous Meeting Minutes
- Financial Report
- Director's Report
 - a. BAR – Salary
 - b. Cook Creek – Purchase Agreement and extension with AOA
 - c. Playground Equipment Purchase
 - d. Website Updates
 - e. Guidelines for public comment
 - f. Update on Lock 31
 - g. Board Vacancy
 - h. December Board Meeting – Strategic Planning
- Unfinished Business
- New Business
- Public Comments
- Next Regularly Scheduled meeting - ~~12 noon~~^{11:00 a.m.}, Tuesday, December ~~27th~~²⁰, 2022
- Adjournment



Pickaway County Park Board Minutes

Nov. 1, 2022

October 25 meeting was rescheduled, due to lack of quorum, for one week. 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
Tracie Sorvillo A Susan Metzger P Cindy Whited P

Secretary: Andi Humphries P
Park Board Director: Tom Davis P
Executive Assistant: Arista Hartzler P
Emeritus Board Member: Pete Hartinger P
Guests: Sandy Andromeda and Leslie Blankenship

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

C. Financial status of Park District: Beginning balance 1,275,664.05 Ending balance \$1,058,462.71. Received 5,812.04 for rollback and homestead taxes. The expenditure of \$200,000 was a transfer from the main fund to fund 918. There were no major expenses except payroll. The motion to approve the financial report was made by Whited, second by Metzger; motion carried.

D. Director's Report

- 1) 2023 budget approval: The draft operational budget and detailed projected administrative costs are attached. After review, the motion to accept the proposed budget was made by Kowalski, seconded by Whited; motion carried.
- 2) BAR (Budget Action Requests). The three BARS attached were explained as creating a new line, an adjustment of appropriations and moving funds from the unappropriated 639 fund to the 659 fund (the Scioto River Bridge account). A motion to approve the three BARS was made by Metzger, seconded by Whited; motion carried.
- 3) Cooks Creek Purchase Agreement extension with AOA. This deadline was moved to Nov. 30. Davis explained to AOA that if it doesn't occur then, the next available payment date would be February, 2023. A motion to accept the Nov. 30 deadline was made by Kowalski, seconded by Whited; motion carried.
- 4) Strategic Plan Update: Hartzler detailed the strategic plan (attached) which includes four Objectives, Strategic Initiatives and Targets/Goals. The next step is prioritizing. A motion to approve the Preliminary Four-Year Strategic Plan was made by Metzger, seconded by Kowalski; motion carried.
- 5) Guidelines for public comment: A one page procedure for public comments was presented to the board for review. Discussion but no action was taken.

E. Unfinished Business: see Director's Report. It was noted that officers and terms are being processed for 2023.

F. New Business, board member reports: none.

G. Guests Andromeda told of his and Blankenship's three hour walk of the canal lands leading to and around Locke 31. Photographs and maps showed the buildings and foundations, some of which need preservation. He plans to address the canal society and the historical society. Davis said an appraisal of the entire property should be available soon. An environmental assessment will be needed also. Any grants would be to purchase the canal, not the adjacent land.

H. Schedule of meetings: Regular meeting: noon Tuesday, Nov. 22, 2022 at CC Nature Preserve, Ashville, Ohio.

I. Adjournment. Meeting adjourned at 1:26 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 11/29/22

PCPD Board Chairperson Megany Bigan 11/29/22
Date

PCPD Director Tom Davis 11/29/22
Date

MTD Fund Report for Year 2022 Month 10 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	1,058,462.71	386.17	23,387.55	1,035,461.33	747,085.92	288,375.41
659	ODNR-SCIOTO RIVER BRDG & TRAIL	1,000.00	24,000.00	0.00	25,000.00	376,000.00	(351,000.00)
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	242,523.00	0.00
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
6 Funds		1,307,476.03	24,386.17	23,387.55	1,308,474.65	1,365,608.92	(57,134.27)

YTD Fund Report for Year 2022 Month 10 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	845,369.82	809,300.97	619,209.46	1,035,461.33	747,085.92	288,375.41
659	ODNR-SCIOTO RIVER BRDG & TRAIL	0.00	149,000.00	124,000.00	25,000.00	376,000.00	(351,000.00)
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	0.00	242,523.00	0.00	242,523.00	242,523.00	0.00
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
6 Funds		850,860.14	1,200,823.97	743,209.46	1,308,474.65	1,365,608.92	(57,134.27)

MTD/YTD Total Expense Report by Fund for Year 2022 Month 10 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT - PARK DISTRICT	149,048.00	11,431.32	124,874.06	24,173.94	0.00	0.00	24,173.94
639.6052.5201	PERS-PARK DISTRICT - PARK DISTRICT	21,632.00	1,600.35	17,027.12	4,604.88	0.00	0.00	4,604.88
639.6052.5202	MEDICARE-PARK DISTRICT - PARK DISTRICT	2,276.00	155.29	1,706.61	569.39	0.00	0.00	569.39
639.6052.5203	INSURANCE - PARK DISTRICT	55,760.00	3,553.32	35,183.20	20,576.80	0.00	0.00	20,576.80
639.6052.5205	WORKERS COMP-PARK DISTRICT - PARK DISTRICT	1,250.00	0.00	363.91	886.09	0.00	0.00	886.09
639.6052.5301	SUPPLIES-PARK DISTRICT - PARK DISTRICT	3,000.00	0.00	1,179.23	1,820.77	1,820.77	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT - PARK DISTRICT	372,117.48	2,336.91	145,228.69	226,888.79	226,888.79	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT - PARK DISTRICT	4,000.00	0.00	658.00	3,342.00	3,342.00	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	15,000.00	1,354.79	7,510.07	7,489.93	7,489.93	0.00	0.00
639.6052.5504	LAND - PARK DISTRICT	425,000.00	0.00	0.00	425,000.00	425,000.00	0.00	0.00
639.6052.5701	TRANSFERS OUT - PARK DISTRICT	286,023.00	0.00	242,523.00	43,500.00	0.00	0.00	43,500.00
639.6052.5801	ADVANCES OUT-PARK DISTRICT - PARK DISTRICT	0.00	0.00	25,000.00	(25,000.00)	0.00	0.00	(25,000.00)
639.6052.5901	OTHER EXPENSES-PARK DISTRICT - PARK DISTRICT	7,500.00	0.00	0.00	7,500.00	0.00	0.00	7,500.00
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	15,000.00	75,000.00	75,000.00	0.00	0.00
639.6069.5401	CONTRACTS-SERVICES - DUPONT GRANT	10,000.00	2,955.57	2,955.57	7,044.43	7,044.43	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	1,443,106.48	23,387.55	619,209.46	823,897.02	747,085.92	0.00	76,811.10
659.6095.5401	CONTRACTS-SERVICES - ODNR-SCIOTO RIVER BRDG & TRAIL	500,000.00	0.00	124,000.00	376,000.00	376,000.00	0.00	0.00

MTD/YTD Total Expense Report by Fund for Year 2022 Month 10 - 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	500,000.00	0.00	124,000.00	376,000.00	376,000.00	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	242,523.00	0.00	0.00	242,523.00	242,523.00	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	242,523.00	0.00	0.00	242,523.00	242,523.00	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 2022 Month 10 - 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		2,185,629.48	23,387.55	743,209.46	1,442,420.02	1,365,608.92	0.00	76,811.10