



**March 26th 2024  
Regular Meeting, 12:00 pm  
Park District Headquarters**

## **Agenda**

- Roll Call
- Approve Meeting Minutes
- Financial Report
- Strategic Plan Update – Parks Update
- Director's Report
  - a. HVAC Updates
  - b. Bench Donation on Roundtown Trail
  - c. Increase to Meghan's Hours
  - d. Resolution for ODNR NatureWorks Grant
- Unfinished Business
  - a. Pod Design Invoice From Last Month
- New Business
- Public Comments
- Next Regularly Scheduled meeting – 12PM, Tuesday, April 23<sup>rd</sup> 2024
- Adjournment



## Pickaway County Park Board Minutes

Feb. 27, 2024

The meeting was called to order at noon by Chair Greg Bigam at Park District Headquarters.

1. ROLL CALL                      Board members P=present   A=absent   Greg Bigam P  
Susan Metzger P                      Cindy Whited P                      Jeff Phillips P  
Marie Wilbanks P

Secretary:                      Andi Humphries P

Park Board Director:      Arista Hartzler P

Executive Assistant:      Jamie Lands P

Emeritus Board Member:   Pete Hartinger A

Guests: No guests. New employees at meeting were Meghan Ellis, education and Wendi Caudill, administration.

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

3. Financial status of Park District: Beginning balance \$717,359.06 Ending balance \$687,924.12 Receipts included lease payments from Logan Elm Park and Calimus Swamp. Expenses included payroll, utility, propane and moving costs. Hartzler will check on the last payment of the master plan since it was reported in January also. The motion to approve the financial report was made by Phillips, seconded by Whited; motion carried.

4. Strategic Plan and Park Update: The Park Recap was reviewed for the month (attached). For the strategic plan, the new update included the trails at the headquarters may have to change.

### 5. Director's Report

- a. BARS (Budget Action Requests) Scioto River Bridge: Appropriations made for the year didn't include \$187,398. Wilbanks made a motion to approve the three BARS—advancing that amount to the fund, adjusting the amended certificate in that line item and adjusting the contract services line. Phillips seconded, motion carried.
- b. New Truck and Trailer Approval: Motion to approve up to \$30,000 for a three-fourth ton pickup truck and \$15,000 for a trailer made by Whited; seconded by Metzger; motion carried.
- c. Naming of Former Cooks Creek Golf Course: The final name for new district headquarters is Esker's Edge. A formal vote showed all board members in favor of this name.
- d. Orient Big Darby Access Update: The expenses for the drive, parking lot and additional costs were estimated as well as the yearly lease from the prison. The rough total was \$322,397. At most, a grant might cover \$70,000 which makes the project not appropriate for funding.
- e. Headquarters Trail Agreement Update: Hartzler was updated about the restoration work the AOA is planning for Genevieve Jones Preserve. She will keep communications open for trails and other areas of interest to the park's mission.

- f. P3 Land Use Request: Pickaway Progress Partnership has requested funds from the district for a Smart Growth Initiative Funding they are pursuing. The district will contribute as requested.
  - g. New Hires: Ellis and Caudill spoke about their beginning month at the new headquarters.
  - h. Program Schedule: The Park Programs and future programming ideas were presented by Ellis.
6. Unfinished Business: see Director's Report.
7. New Business, board member reports: Interviews were held for the Park Tech positions. There was a brief discussion about HB344-replacement levies.
8. Public Comments None
9. Schedule of meetings: Regular meeting: noon Tuesday March 26, 2024 at Park District Headquarters, South Bloomfield, Ohio.
10. Adjournment. The meeting was adjourned at 1:04 p.m.

Note: These routine meetings are to be one hour, and not to extend more than thirty minutes longer. Additional time will require special meetings.

Date Minutes Were Approved 3/26/24

PCPD Board Chairperson Megany Begam 3/26/24  
Date

PCPD Director Ajit Hata 3/26/24  
Date

# MTD Fund Report for Year 2024 Month 02 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	687,924.12	0.00	271,114.24	416,809.88	353,305.44	63,504.44
659	ODNR-SCIOTO RIVER BRDG & TRAIL	0.00	187,398.00	0.00	187,398.00	126,895.00	60,503.00
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	79,545.28	0.00	0.00	79,545.28	0.00	79,545.28
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
<b>6 Funds</b>		<b>772,959.72</b>	<b>187,398.00</b>	<b>271,114.24</b>	<b>689,243.48</b>	<b>480,200.44</b>	<b>209,043.04</b>

# YTD Fund Report for Year 2024 Month 02 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	717,359.06	9,026.53	309,575.71	416,809.88	353,305.44	63,504.44
659	ODNR-SCIOTO RIVER BRDG & TRAIL	0.00	187,398.00	0.00	187,398.00	126,895.00	60,503.00
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	79,545.28	0.00	0.00	79,545.28	0.00	79,545.28
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
<b>6 Funds</b>		<b>802,394.66</b>	<b>196,424.53</b>	<b>309,575.71</b>	<b>689,243.48</b>	<b>480,200.44</b>	<b>209,043.04</b>

# MTD/YTD Total Expense Report by Fund for Year 2024 Month 02 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT - PARK DISTRICT	215,188.10	9,526.30	32,276.01	182,912.09	0.00	0.00	182,912.09
639.6052.5201	PERS-PARK DISTRICT - PARK DISTRICT	30,126.33	1,333.68	2,921.33	27,205.00	0.00	0.00	27,205.00
639.6052.5202	MEDICARE-PARK DISTRICT - PARK DISTRICT	3,120.23	132.45	456.61	2,663.62	0.00	0.00	2,663.62
639.6052.5203	INSURANCE - PARK DISTRICT	56,027.07	1,568.89	3,137.78	52,889.29	0.00	0.00	52,889.29
639.6052.5205	WORKERS COMP-PARK DISTRICT - PARK DISTRICT	2,151.88	576.42	576.42	1,575.46	0.00	0.00	1,575.46
639.6052.5301	SUPPLIES-PARK DISTRICT - PARK DISTRICT	2,000.00	13.50	216.09	1,783.91	1,783.91	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT - PARK DISTRICT	294,865.00	70,309.00	82,337.47	212,527.53	212,527.53	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT - PARK DISTRICT	3,500.00	256.00	256.00	3,244.00	3,244.00	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	50,000.00	0.00	0.00	50,000.00	50,000.00	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	201,000.00	0.00	0.00	201,000.00	0.00	0.00	201,000.00
639.6052.5801	ADVANCES OUT-PARK DISTRICT - PARK DISTRICT	0.00	187,398.00	187,398.00	(187,398.00)	0.00	0.00	(187,398.00)
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	750.00	0.00	0.00	750.00	750.00	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	75,000.00	0.00	0.00	75,000.00	75,000.00	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>943,728.61</b>	<b>271,114.24</b>	<b>309,575.71</b>	<b>634,152.90</b>	<b>353,305.44</b>	<b>0.00</b>	<b>280,847.46</b>
659.6095.5401	CONTRACTS-SERVICES - ODNR-SCIOTO RIVER BRDG & TRAIL	187,398.00	0.00	0.00	187,398.00	126,895.00	0.00	60,503.00

# MTD/YTD Total Expense Report by Fund for Year 2024 Month 02 - 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
<b>Fund: 659</b>	<b>ODNR-SCIOTO RIVER BRDG &amp; TRAIL</b>	<b>187,398.00</b>	<b>0.00</b>	<b>0.00</b>	<b>187,398.00</b>	<b>126,895.00</b>	<b>0.00</b>	<b>60,503.00</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	0.00	0.00	0.00	0.00	0.00	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>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>
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
45 Accts		1,131,126.61	271,114.24	309,575.71	821,550.90	480,200.44	0.00	341,350.46