



May 28th 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. Resolution - Storybook Trail Grant
 - b. By-Laws Change - Authorized Signatures
 - c. Front Sign Approval At Headquarters
 - d. May Tax Budget
 - e. Update on Event Center Repairs
 - f. TAP Award – McClean Mill Road Bridge
 - g. Change June Meeting Date
- Unfinished Business
- New Business
- Public Comments
- Next Regularly Scheduled meeting – 12PM, Tuesday, June 25th, 2024
9th
- Adjournment



Pickaway County Park Board Minutes

April 23, 2024

Chairperson

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
Park Administrator: Wendi Caudill P
Emeritus Board Member: Pete Hartinger A
Guests: none

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

3. Financial status of Park District: Beginning balance \$416,809.88 Ending balance \$374,426.19. Payroll expenses besides payroll included Park Improvement Payouts. The motion to approve the financial report was made by Phillips, seconded by Wilbanks; motion carried.

4. Strategic Plan: working on the same initiatives, added a budget planning area to cover the five-year outlook (see directors report). Park Updates: attached with highlights being: The Canal Park zip lines have been repaired and cameras were added and flooding was minimal. Headquarters: Planted 125 trees with the assistance of volunteers. Wifi was installed and policies are being established.

5. Director's Report

- a. Personnel Budget five-year projected report: Attached. With a 2% cost of living costs, tax revenue was listed through 2029. The percentage of revenue vs payroll was below the Ohio and National Average at 47% in 2029. More details will be provided in future months.
- b. Repair work for Events Center leak: The Northeast side of the building will be repaired to prevent leaking. Additional damage may be uncovered when the wall is exposed so the repair will be a fixed amount then by the hour based on the extent of damage. ~~Willbanks~~ Wilbanks made a motion to pay the contractor up to \$25,000 for immediate improvements, seconded by Phillips; motion carried.
- c. 2024-25 Board Seminar Series: Ohio Parks and Recreation Association is providing four virtual learning opportunities through April of 2025. Hartzler recommended that all board members view it either at the initial time or as a recording. It will be available at headquarters so let her know if and where attending.
- d. House Bill Updates: HB 344 concerning replacement levies may not pass now but may come back at a later session. HB 64 removing eminent domain will probably not be pursued.

e. Education Programing updates: The chart shows that so far in 2024 there have been 693 attendees to the programs. The going rate shows an increase trend for the year. The Eclipse event was well attended and there are six outside programs set for May.

6. Unfinished Business: see Director's Report. No additional.

7. New Business, board member reports: No additional.

8. Public Comments

9. Schedule of meetings: Regular meeting: noon Tuesday May 28, 2024 at Park District Headquarters, Ashville, Ohio.

10. Adjournment. The meeting was adjourned at ~~12:51 a.m.~~

12:51 pm
12:51 a.m.
skw

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 5/28/24

PCPD Board Chairperson Gregory Began Date 5/28/24

PCPD Director [Signature] Date 5/28/24

MTD Fund Report for Year 2024 Month 04 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	674,426.19	448,880.40	69,301.09	754,005.50	281,704.34	472,301.16
659	ODNR-SCIOTO RIVER BRDG & TRAIL	21,003.00	0.00	0.00	21,003.00	0.00	21,003.00
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
6 Funds		480,464.79	448,880.40	69,301.09	860,044.10	281,704.34	578,339.76

YTD Fund Report for Year 2024 Month 04 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	217,359.00	457,906.93	421,260.49	754,005.50	281,704.34	472,301.16
659	ODNR-SCIOTO RIVER BRDG & TRAIL	0.00	187,398.00	166,395.00	21,003.00	0.00	21,003.00
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
6 Funds		802,394.66	645,304.93	587,655.49	860,044.10	281,704.34	578,339.76

MTD/YTD Total Expense Report by Fund for Year 2024 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	215,188.10	16,016.97	64,287.49	150,900.61	0.00	0.00	150,900.61
639.6052.5201	PERS-PARK DISTRICT - PARK DISTRICT	30,126.33	2,242.37	7,402.93	22,723.40	0.00	0.00	22,723.40
639.6052.5202	MEDICARE-PARK DISTRICT - PARK DISTRICT	3,120.23	226.56	909.43	2,210.80	0.00	0.00	2,210.80
639.6052.5203	INSURANCE - PARK DISTRICT	56,027.07	1,568.89	6,275.56	49,751.51	0.00	0.00	49,751.51
639.6052.5205	WORKERS COMP-PARK DISTRICT - PARK DISTRICT	2,151.88	0.00	576.42	1,575.46	0.00	0.00	1,575.46
639.6052.5301	SUPPLIES-PARK DISTRICT - PARK DISTRICT	2,000.00	0.00	679.43	1,320.57	1,320.57	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT - PARK DISTRICT	294,865.00	10,649.80	112,572.14	182,292.86	182,292.86	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT - PARK DISTRICT	3,500.00	0.00	873.60	2,626.40	2,626.40	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	38,026.50	38,600.49	11,399.51	11,399.51	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	0.00	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	570.00	1,685.00	73,315.00	73,315.00	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	943,728.61	69,301.09	421,260.49	522,468.12	281,704.34	0.00	240,763.78
659.6095.5401	CONTRACTS-SERVICES - ODNR-SCIOTO RIVER BRDG & TRAIL	187,398.00	0.00	166,395.00	21,003.00	0.00	0.00	21,003.00

MTD/YTD Total Expense Report by Fund for Year 2024 Month 04 - PICKAWAY COUNTY

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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	187,398.00	0.00	166,395.00	21,003.00	0.00	0.00	21,003.00
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	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
Fund: 918	CLEAN OHIO TRAILS FUND	0.00	0.00	0.00	0.00	0.00	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 2024 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 Accts		1,131,126.61	69,301.09	587,655.49	543,471.12	281,704.34	0.00	261,766.78