



August 27 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. Bylaws Changes
  - b. Friends Group - Pickleball Request
- Unfinished Business
  - a. Saltcreek Township Park Donation
- New Business
  - a. Meeting for PTIG Committee
- Public Comments
- Next Regularly Scheduled meeting – 12PM, Tuesday, September 24th, 2024
- Adjournment



## Pickaway County Park Board Minutes

July 23, 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  
Park Administrator        Wendi Caudill P

Guests: none

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

3. Financial status of Park District: Beginning balance \$686,753.50 Ending balance \$657,654.04. Besides regular operational expenses, expenses included the east wall repair. Received two checks for Eventbrite payouts. The motion to approve the financial report was made by Phillips, seconded by Wilbanks; motion carried.

4. Parks and Strategic Plan Updates: The Park Recap included answering trash complaints at Canal Park. Attendees at the headquarters events were itemized. Triad will compile quotes for the office and nature center space at the headquarters. They are working with the YMCA and police about motorized vehicles reported on the Roundtown Trail. Strategic Plan: The new item is starting the process of creating a master plan for the Nature Center by 2025.

### 5. Director's Report

- a. Bylaws Updates: The board was given the proposed changes with a vote scheduled for August.
  - b. Tim Allen-Donations: Several rocks and boards were displayed around the room from Mr. Allen. As a surveyor, he had been collecting and organizing them for 30 years. Some research and resource books were donated also.
  - c. Education Update: The year-to-date event attendance is 2,417 with the handout itemizing the areas. So far there have been 54 programs whereas last year there was a total of 50 programs with 2,203 in attendance. The additional staffing accounts for most of the increase.
6. Unfinished Business: see Director's Report.
7. New Business, board member reports:

Saltcreek Township: Whited is communicating with Logan Elm Schools and Saltcreek Township concerning the former school building in that township. Her concern is the lack of park space in that part of the county.

Maternity Leave: Hartzler will be on maternity leave Jan. 6, 2025. She is asking for an additional two weeks when she will work part-time remotely. Lands will be manager of the office in partnership with Caudill. Phillips made a motion to approve two weeks part-time work from home at the end of maternity leave, seconded by Whited; motion carried.

8. Public Comments None

9. Schedule of meetings: Regular meeting: noon Tuesday, August 27, 2024 at Park District Headquarters , Ashville, Ohio.

10. Adjournment. Meeting adjourned at 1 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 8/27/24

PCPD Board Chairperson Megany D. Began 8/27/24  
Date

PCPD Director A. C. Hester 8/27/24  
Date

### MTD Fund Report for Year 2024 Month 07 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	657,654.04	7,793.16	31,202.15	634,245.05	223,946.21	410,298.84
659	ODNR-SCIOTO RIVER BRDG & TRAIL	338,003.00	0.00	16,503.00	321,500.00	4,500.00	317,000.00
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	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>1,080,692.64</b>	<b>7,793.16</b>	<b>47,705.15</b>	<b>1,040,780.65</b>	<b>228,446.21</b>	<b>812,334.44</b>

## YTD Fund Report for Year 2024 Month 07 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	717,359.06	472,555.80	555,669.81	634,245.05	223,946.21	410,298.84
659	ODNR-SCIOTO RIVER BRDG & TRAIL	0.00	504,398.00	182,898.00	321,500.00	4,500.00	317,000.00
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	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>976,953.80</b>	<b>738,567.81</b>	<b>1,040,780.65</b>	<b>228,446.21</b>	<b>812,334.44</b>

# MTD/YTD Total Expense Report by Fund for Year 2024 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	215,188.10	18,063.12	125,815.58	89,372.52	0.00	0.00	89,372.52
639.6052.5201	PERS-PARK DISTRICT - PARK DISTRICT	30,126.33	2,528.84	16,016.86	14,109.47	0.00	0.00	14,109.47
639.6052.5202	MEDICARE-PARK DISTRICT - PARK DISTRICT	3,120.23	254.15	1,780.39	1,339.84	0.00	0.00	1,339.84
639.6052.5203	INSURANCE - PARK DISTRICT	56,027.07	2,500.43	11,913.77	44,113.30	0.00	0.00	44,113.30
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	4,855.61	167,330.27	127,534.73	127,534.73	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	0.00	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	3,000.00	4,685.00	70,315.00	70,315.00	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
<b>Fund: 639</b>	<b>P.C. PARK DISTRICT</b>	<b>943,728.61</b>	<b>31,202.15</b>	<b>555,669.81</b>	<b>388,058.80</b>	<b>223,946.21</b>	<b>0.00</b>	<b>164,112.59</b>
659.6095.5401	CONTRACTS-SERVICES - ODNR-SCIOTO RIVER BRDG & TRAIL	187,398.00	16,503.00	182,898.00	4,500.00	4,500.00	0.00	0.00

# MTD/YTD Total Expense Report by Fund for Year 2024 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
<b>Fund: 659</b>	<b>ODNR-SCIOTO RIVER BRDG &amp; TRAIL</b>	<b>187,398.00</b>	<b>16,503.00</b>	<b>182,898.00</b>	<b>4,500.00</b>	<b>4,500.00</b>	<b>0.00</b>	<b>0.00</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

# MTD/YTD Total Expense Report by Fund for Year 2024 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		1,131,126.61	47,705.15	738,567.81	392,558.80	228,446.24	0.00	164,112.59