



September 24, 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. Triad Quote Approval
 - c. Ramp Quote Approval
 - d. IPS Security Quote Approval
 - e. 2025 PTIG Approval
 - f. 2025 Budget Review
- Unfinished Business
 - a. Saltcreek Township Park Donation Updates
 - b. Director Evaluation Date
 - c. Land Acquisition Policy Update
- New Business
- Public Comments
- Next Regularly Scheduled meeting – 12PM, Tuesday, October 22nd, 2024
- Adjournment



Pickaway County Park Board Meeting Minutes

August 27, 2024

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

1. ROLL CALL [P=present A=absent]

Board members:

Greg Bigam	P
Susan Metzger	P
Cindy Whited	P
Jeff Phillips	A
Marie Wilbanks	P

Secretary:	Andi Humphries	A (Wendi Caudill stand-in)
Executive Director:	Arista Hartzler	P
Operations Manager:	Jamie Lands	P
Admin & Finance:	Wendi Caudill	P

Guests: none

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

3. Financial status of Park District: Beginning balance \$657,654.04. Ending balance \$634,245.05. Besides regular operational expenses, expenses included staff logo shirts, OPRA annual memberships, and PTIG reimbursements. A revenue of \$7,793.16 was received Eventbrite payout from Nature Navigators Camp and Logan Elm Park management agreement. The motion to approve the financial report was made by Metzger, seconded by Whited; motion carried.

4. Parks and Strategic Plan Updates:

- Moved Canal Park trash can in response to trash complaints at Canal Park.
- A visit was conducted to Barnes Family Farm to observe possible Metzger Preserve expansion.
- The National Park Service and Gary Argabright both viewed the Tim Allen artifact donation.
- A window was broken and is being repaired in the HQ building.
- Still waiting to hear back from Triad, who will compile quotes for the office and nature center space at the headquarters.
- A newly donated bench was installed on the Roundtown Trail.
- The MOU between PCPD and OCU was updated to replace the recently expired MOU.
- McLean Mill Road bridge is being replaced and ultimately will become a ~~canoe~~^{canoe}/kayak access
- PTIG's completed: Washington Township, Williamsport, Saltcreek Township, Jackson Township

5. Director's Report

- a. Bylaws Updates: With only 4 board members present, no quorum for vote. Board members will review document and will look to have a vote next month
- b. Pickleball organization made a request to PCPD Friends Group to hold money at PCCF while Pickleball group raised sufficient funds to re-establish their own account at PCCF. Motion to deny request due to Pickleball Court not being in a PCPD property made by Metzger, seconded by Wilbanks, motion carried.

6. Unfinished Business: Saltcreek Township is in negotiations with Logan Elm School District to receive the former Saltcreek school property on 56 and wishes to donate it to PCPD for various reasons. POD was hired to conduct a master plan for the property and a meeting was held with POD, the Saltcreek Township Trustees and PCPD to present the two main options. The PCPD is aware that Saltcreek Township may refuse the land donation from LESD if unable to transfer immediately to PCPD. Due to the lack of additional multi-use parks in Saltcreek township, the fact that this former school property is not an existing park and the fact that the property is located on a main thoroughfare easily accessible to county residents: the PCPD would be willing to accept the former school property donation from Saltcreek Township to create a new county park. A motion to permit the Executive Director to accept the donation of the former school property from Saltcreek Township pending transfer from LESD to Saltcreek Township was made by Whited, seconded by Metzger, motion carried.

7. New Business: A meeting is to be scheduled regarding the PTIG program for 2025 between Hartzler, Whited and Wilbanks. Caudill will attend as PCPD representative during Hartzler's leave in 2025.

8. Public Comments: None

9. Schedule of meetings: Regular meeting: 12pm Tuesday, September 24, 2024, at Park District Headquarters, South Bloomfield, Ohio.

10. Adjournment: Meeting adjourned at 1:34 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 9/24/24

PCPD Board Chairperson Gregory D. Began 9/24/24
Date

PCPD Executive Director [Signature] 9/24/24
Date

YTD Fund Report for Year 2024 Month 08 - PICKAWAY COUNTY

Fund	Description	YTD Rec	YTD Exp	Unexp	Enc	Unenc
		YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	472,555.80	630,998.27	558,916.59	174,552.37	384,364.22
659	ODNR-SCIOTO RIVER BRDG & TRAIL	504,398.00	182,898.00	321,500.00	4,500.00	317,000.00
670	METZGER PRESERVE	0.00	0.00	3,938.70	0.00	3,938.70
671	ODNR-PADDLING ENHANCE GRANT	0.00	0.00	1,336.00	0.00	1,336.00
918	CLEAN OHIO TRAILS FUND	0.00	0.00	79,545.28	0.00	79,545.28
922	PARK DISTRICT LEASE PAYMENTS	0.00	0.00	215.62	0.00	215.62
6 Funds		976,953.80	813,896.27	965,452.19	179,052.37	786,399.82

MTD Fund Report for Year 2024 Month 08 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	634,245.05	0.00	75,328.46	558,916.59	174,552.37	384,364.22
659	ODNR-SCIOTO RIVER BRDG & TRAIL	321,500.00	0.00	0.00	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
6 Funds		1,040,780.65	0.00	75,328.46	965,452.19	179,052.37	786,399.82

MTD/YTD Total Expense Report by Fund for Year 2024 Month 08 - 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	20,656.51	146,472.09	68,716.01	0.00	0.00	68,716.01
639.6052.5201	PERS-PARK DISTRICT - PARK DISTRICT	30,126.33	2,485.91	18,502.77	11,623.56	0.00	0.00	11,623.56
639.6052.5202	MEDICARE-PARK DISTRICT - PARK DISTRICT	3,120.23	291.77	2,072.16	1,048.07	0.00	0.00	1,048.07
639.6052.5203	INSURANCE - PARK DISTRICT	56,027.07	2,500.43	14,414.20	41,612.87	0.00	0.00	41,612.87
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	6,878.84	174,209.11	120,655.89	120,655.89	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	42,515.00	47,200.00	27,800.00	27,800.00	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	75,328.46	630,998.27	312,730.34	174,552.37	0.00	138,177.97
659.6095.5401	CONTRACTS-SERVICES - ODNR-SCIOTO RIVER BRDG & TRAIL	187,398.00	0.00	182,898.00	4,500.00	4,500.00	0.00	0.00

MTD/YTD Total Expense Report by Fund for Year 2024 Month 08 - 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	182,898.00	4,500.00	4,500.00	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	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

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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	75,328.46	813,896.27	317,230.34	179,052.37	0.00	138,177.97