



May 26, 2026

Regular Meeting, 12:00 pm

Park District Headquarters

Agenda

- Roll Call
- Approve 4/28/2026 Regular Meeting Minutes
- Financial Status of the Park District
- Public Comments
- Parks Update & Forecast
- Executive Director's Report
- Current Projects / Grants Update
 - ❖ HQ Office, Bathroom Reno, Nature Center – TRIAD Architects
 - Pine Valley Progress
 - TRIAD / Blue Cat Studios renderings
 - ❖ ODNR NatureWorks - Canal Park – Accessible Vault Restroom
 - ❖ Barnes Property Purchase
- Unfinished Business
 - ❖ Levy Committee Update
 - ❖ Levy Resolutions – Rescind 2026-4, 2026-5, consider 2026-8 for one ballot measure
- New Business
 - ❖ Park programming fees
 - ❖ Tom Davis updates on levy committee and community funding requests
- Next Regularly Scheduled meeting – 12PM, Tuesday, June 23, 2026
- Adjournment



Pickaway County Park Board Meeting Minutes

Tuesday, April 28, 2026, 12pm

The meeting was called to order at 12:00pm by Chair Greg Bigam at Park District Headquarters.

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

Greg Bigam Chairperson	Cindy Whited Vice Chair	Susan Metzger Treasurer	Randy Beach Member	Marie Wilbanks Member
P	P	P	P	P
Board Secretary Admin & Finance Wendi Caudill	Executive Director Craig Sanders	Operations Manager Jamie Lands	Education & Outreach Meghan Ellis	
P	P	P	P	

Guests: none

2. Minutes of the previous month: The minutes from the regular March 24, 2026 meeting were distributed and inspected. Beach moved to approve the minutes, Whited seconded the motion, and the motion passed unanimously.
3. Financial Status of Park District: Presented by Sanders: March Beginning balance \$1,084,913.64 - there were extra expenses for HVAC repairs, the second payment was made to Pine Valley for the public restroom remodel at Esker's Edge, "Beaver Strategies" was consulted on non-lethal solutions for Roundtown Trail beavers, and there were payments made towards the Canal Park Restroom project for total expenses of \$76,532.26. Revenues were collected from park programming and scrap metal recycling totaling \$1,006.10. March Ending balance was \$1,009,531.43. Wilbanks moved to accept the financial reports as presented, Metzger seconded the motion. The motion passed unanimously.
4. Public Comments: None
5. Parks Update & Forecast: Presented by Sanders: The website reservation form is still in process of being converted away from Google, and the staff worked together to edit and simplify the website content recently. Ellis gave an overview of the Passport to the Trails program that has been developed in partnership with the Pickaway County Visitors Bureau. Metzger asked about the timeframe, which will be 6 months, Wilbanks asked about how the QR codes will work and if it will be promoted in Franklin County as well. Ellis shared the anticipated promotionals, rewards and raffle items. Sanders shared that the start has been delayed from May 1st due to invoicing/payment delays – but it should be up and running within a few weeks. Sanders asked Metzger to give an update on the combined Summer Bingo with PAAC, Board of Health, Pickaway County Library, the Visitors Bureau and others. Metzger shared that the Bingo will be a paper-based tracking system that can be picked up and dropped back off at the library upon completion. There will also be a digital version available. The completion period will be May 1st to July 31st. Ellis shared that the outreach attendance total was 1306 for March, 800+ of that being at the Wild & Well event, 101 at park programs and the balance at school field trips.
6. Executive Director's Report: presented by Sanders:
 - Renovations are almost complete on the public restrooms – Pine Valley should have the partitions delivered and installed this week.

- The office renovation project should be complete by the start of summer camp, to free up the current office/future Nature Center room. This project also recently passed an inspection.
 - PCPD staff applied for 4 grants in April to potentially fund the Nature Center and exterior renovations.
 - Sanders & Metzger attended a practice fireworks display in Williamsport to observe and communicate possible concerns for Metzger Preserve on 7/4/26.
 - Sanders attended the ribbon cutting for the Ross County Mobile Nature Center and shared some pictures and details – partially as inspiration in case PCPD wants to try and build one.
 - Sanders attended the reopening of Mambourg Nature Center in Fairfield County on Earth Day. Whited pointed out that Tar Hollow will be having a ribbon cutting soon on their improvements. Bigam asked if all of these centers have been compared to the plans for the PCPD Nature Center – Ellis shared that the goal is not to replicate anything within 1 hour driving time.
 - A partial copy of the renderings from Blue Cat Design were shared with all present.
7. Current Projects & Grants Update: presented by Lands
- Canal Restroom: the building pieces will be arriving mid-June with a mid to late July anticipated completion.
 - HQ Office Reno: drywall starting tomorrow with an anticipated completion by camp.
 - Pickaway Trail: trail clearing quotes are being obtained and the survey work will be starting – the PCPD will be sending out notification letters to neighboring landowners.
 - HQ HVAC: PCPD has received a \$12k quote to renovate the event room ductwork which has the anticipation of increased electric efficiency and the modifications required for the office renovation.
 - Barnes Purchase: Sanders shared that this acquisition is currently moving at a snail's pace but that inquiries have been made to obtain the required information to get moving on the process.
 - Whited inquired about the condition of the wall adjacent to the former lock gate in the Scioto River at Canal Park. Lands responded that the responsible party is unknown for the upkeep of the wall – Sanders agreed to look into who inspects or maintains the wall.
8. Unfinished Business:
- Levy Committee update from Bigam: The next meeting will be May 12th. The levy support group has discussed forming a "Friends of the PCPD" group, which could continue after the levy effort. This group would be a 501©3 non- profit group and would require funding to get started. At this time, the levy group intends to focus on levy efforts and wait to start the friends' group until sufficient funds and volunteers can assemble. The levy group is organizing a golf outing fundraiser for 8/14/26 at Crown Hill Golf Club. A tentative plan is forming for a 8/22/26 event to celebrate the Park District. Swing States will be sending a proposal to the levy support group.
 - Levy Resolutions: The Auditor's certification in response to the resolutions of necessity from 3/9/26 was received and the resulting resolutions were drafted by the Pickaway County Prosecutor's office. A discussion was held about whether the two resolution setup would result in two ballot measures. The board tabled the two resolutions (2026-8 & 2026-9) pending the staff obtaining a response from the Prosecutor's office about how to present only one ballot measure.
9. New Business:
- Resolution 2026-6: Authorization for the PCPD staff to apply for a Storybook Trail grant. Metzger moved to adopt the resolution, Whited seconded the motion and all approved the motion.

- Resolution 2026-7: Opposition to abolishment of property taxes in the State of Ohio. Sanders shared that OPRA has asked Park District's across the state to adopt this resolution to improve awareness of the impact abolishing property taxes would have on communities. Wilbanks shared that there are studies on how initial support of abolishing property taxes drops significantly once the impacts are explained to individuals. Caudill asked the board if they would like to edit the resolution before adoption, the board declined. Whited moved to adopt the resolution, Wilbanks seconded the motion and the board unanimously voted to adopt the resolution.

10. Schedule of meetings:

- Next Regular meeting: 12pm Tuesday, May 26, 2026, at Park District Headquarters, South Bloomfield, Ohio.

11. Adjournment: Meeting adjourned by Bigam at 1:30 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 5/26/26 (URE)

PCPD Board Chairperson Gregory Bigam 5/26/26
Date

PCPD Executive Director J. J. A. 5/26/2026
Date

Expense Transaction Ledger

PICKAWAY COUNTY PARK DISTRICT

Expenses April 2026

Accounts: 6039-560-41-570100 to 6122-240-52-540100

Journal Dates: 4/1/2026 to 4/30/2026

Journal ID	Date	Description	Source	Debit
6039-560-90-510200		PARK SALARY		
Total for 6039-560-90-510200:				\$18,984.69
6039-560-90-520100		PARK OPERS		
Total for 6039-560-90-520100:				\$2,537.46
6039-560-90-520200		PARK MEDICARE		
Total for 6039-560-90-520200:				\$244.57
6039-560-90-520300		PARK INSURANCE		
Total for 6039-560-90-520300:				\$8,514.30
6039-560-90-520310		PARK LIFE INSURANCE		
Total for 6039-560-90-520310:				\$17.45
6039-560-90-530100		PARK SUPPLIES		
Opening Balance				
EJ2026040003	04/01/2026	Water softener salt - 10 bags from CK0000482088-01	PO2026-00233 ASHVILLE ACE HARDWAF	\$99.90
EJ2026040003	04/01/2026	Shark vacuum hose and filters from CK0000482087-01	PO2026-00233 AMAZON CAPITAL SERVIC	\$17.99
EJ2026040042	04/09/2026	brake block, bungee cord from 130 CK0000482342-01	PO2026-00233 SLEADDVENTURES, LLC	\$325.06
EJ2026040042	04/09/2026	crickets, napkins, filters, stabil from CK0000482319-01	PO2026-00233 KINGSTON NATIONAL BAI	\$132.97
EJ2026040042	04/09/2026	extension cord reels, plastic totes f CK0000482291-01	PO2026-00233 AMAZON CAPITAL SERVIC	\$183.83
EJ2026040042	04/09/2026	oil, oil filter, spark plug from 13096 CK0000482329-01	PO2026-00233 OREILLY AUTO PARTS	\$134.22
EJ2026040042	04/09/2026	US flag from 13096 - PARKS 2604 CK0000482291-01	PO2026-00233 AMAZON CAPITAL SERVIC	\$35.99
EJ2026040078	04/16/2026	mouse traps, fly swatters from 134-CK0000482478-01	PO2026-00233 AMAZON CAPITAL SERVIC	\$21.87
EJ2026040078	04/16/2026	spoons,bags,screen,cord reels,boc CK0000482478-01	PO2026-00233 AMAZON CAPITAL SERVIC	\$433.54
EJ2026040113	04/24/2026	toilet brushes, laundry sheets from CK0000482645-01	PO2026-00233 AMAZON CAPITAL SERVIC	\$24.09
EJ2026040113	04/24/2026	lug bolts from 13717 - 04242026 - ICK0000482646-01	PO2026-00233 BANE WELKER EQUIPMEI	\$11.46
EJ2026040113	04/24/2026	paint, tape from 13717 - 04242026 CK0000482647-01	PO2026-00233 MENARDS INC.	\$43.90
Total for 6039-560-90-530100:				\$1,464.82
6039-560-90-540100		PARK CONTRACT SVC		
Opening Balance				
EJ2026040003	04/01/2026	Nature Center Design Services from CK0000482090-01	PO2026-00234 TRIAD ARCHITECTS, LTD.	\$3,425.00
EJ2026040003	04/01/2026	Office Space Renovation materials CK0000482089-01	PO2026-00234 PINE VALLEY CONSTRUC	\$40,400.00
EJ2026040042	04/09/2026	HQ Dumpster rental & service Apri CK0000482341-01	PO2026-00234 RUMPKE OF OHIO, INC.	\$100.79
EJ2026040042	04/09/2026	HQ toilet rental 3/31-4/1/26 from CK0000482330-01	PO2026-00234 OTC PORTABLES	\$200.00
EJ2026040042	04/09/2026	HQ cooler rental 4/1-4/30/26 from CK0000482303-01	PO2026-00234 CRH OHIO LTD	\$13.00
EJ2026040042	04/09/2026	parking garage fees from 13096 - FCK0000482319-01	PO2026-00234 KINGSTON NATIONAL BAI	\$42.00
EJ2026040042	04/09/2026	HQ cleaning 3/13, 3/27, 4/3/26 from CK0000482313-01	PO2026-00234 HAUTALA, CYNTHIA S.	\$475.00
EJ2026040042	04/09/2026	Canal Park toilet rental 4/4-5/1/26 ICK0000482330-01	PO2026-00234 OTC PORTABLES	\$125.00
EJ2026040076	04/16/2026	Void Pmt for Inv 2510-01 Ln nature CK0000001229-01	PO2026-00234 BLUE CAT STUDIOS LLC	\$0.00
EJ2026040077	04/16/2026	Void Pmt for Inv 111 Ln stained gle CK0000001231-01	PO2026-00234 COLLINS, KORI	\$0.00
EJ2026040071	04/16/2026	stained glass class 4/11/26 from 1: CK0000001231-01	PO2026-00234 COLLINS, KORI	\$880.00
EJ2026040071	04/16/2026	nature center schematic design fro CK0000001229-01	PO2026-00234 BLUE CAT STUDIOS LLC	\$7,000.00
EJ2026040078	04/16/2026	HQ internet service 4/1-4/30/26 fro CK0000482480-01	PO2026-00234 CHARTER COMMUNICATI	\$407.00
EJ2026040078	04/16/2026	HQ copier meter images 3/5-4/5/26 CK0000482482-01	PO2026-00234 GORDON FLESCH COMP	\$150.46
EJ2026040078	04/16/2026	100 gal unleaded, 100 gal diesel fr CK0000482483-01	PO2026-00234 R J WRIGHT & SONS LTD	\$785.80
EJ2026040078	04/16/2026	countywide master plan thru 3/31/26 CK0000482481-01	PO2026-00234 ENVIRONMENTAL DESIGN	\$1,377.95
EJ2026040078	04/16/2026	Saltcreek Valley Park Shelter Hous CK0000482479-01	PO2026-00234 ANKROM, JOHN R.	\$1,500.00
EJ2026040086	04/16/2026	nature center schematic design fro CK0000001248-01	PO2026-00234 BLUE CAT STUDIOS LLC	\$7,000.00
EJ2026040086	04/16/2026	stained glass class 4/11/26 from 1: CK0000001241-01	PO2026-00234 COLLINS, KORI	\$880.00
EJ2026040113	04/24/2026	Nature Center schematic design fr CK0000482648-01	PO2026-00234 TRIAD ARCHITECTS, LTD.	\$1,447.50
Total for 6039-560-90-540100:				\$66,209.50
6059-560-90-540100		PARK ODNR NatureWorks CONTRACT SVC		
Opening Balance				
EJ2026040078	04/16/2026	holding tank permit from 13442 - 0- CK0000482484-01	PO2026-00239 TREASURER, STATE OF C	\$200.00
Total for 6059-560-90-540100:				\$200.00
Grand Totals:				\$98,172.79

Revenue Audit Trail Report
PICKAWAY COUNTY PARK DISTRICT
Revenues - April 2026

Accounts: 6039-560-20-491000 to 6118-560-90-456000

From: 4/1/2026 to 4/30/2026

Journal ID	Date	Transaction Description	Credit Amount
6039-560-90-410100			
TR2026040005	04/28/2026	1st half of tax year 2025 Real Estate Settlement	\$465,697.42
6039-560-90-410100Total:			\$465,697.42
PROPERTY & OTHER TAXES Totals:			\$465,697.42
6039-560-90-492026			
RJ2026040010	04/14/2026	CALAMUS MANAGEMENT 2026 PAYMENT From PARK DIS1	\$4,000.00
RJ2026040014	04/20/2026	EVENTBRITE STAINED GLASS EVENT From PARK DISTRICT	\$880.00
6039-560-90-492026Total:			\$4,880.00
OTHER Totals:			\$4,880.00
PARK DISTRICT (PARK) Totals:			\$470,577.42
Fund 6039 Total:			\$470,577.42
Grand Total:			\$470,577.42

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Monthly Statement of Cash
PICKAWAY COUNTY PARK DISTRICT
MTD Fund Balances - April 2026

As Of: 4/30/2026
 Funds: 6039 to 6122

Fund	Description	Beginning Bal.	MTD Increases	MTD Decreases	Ending Bal.
6039	P.C. PARK DISTRICT	\$823,776.43	\$478,457.42	\$97,972.79	\$1,204,261.06
6059	ODNR NatureWorks	\$92,755.00	\$0.00	\$200.00	\$92,555.00
6060	RECREATIONAL TRAIL FUND	\$0.00	\$0.00	\$0.00	\$0.00
6070	CLEAN OHIO GREENSPACE	\$93,000.00	\$0.00	\$0.00	\$93,000.00
6071	ODNR - PADDLING ENHANCEMENT GRANT	\$0.00	\$0.00	\$0.00	\$0.00
6118	CLEAN OHIO TRAILS	\$0.00	\$0.00	\$0.00	\$0.00
6122	PICKAWAY TRAIL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:		\$1,009,531.43	\$478,457.42	\$98,172.79	\$1,389,816.06

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Statement of Cash from Revenue and Expense
PICKAWAY COUNTY PARK DISTRICT
YTD Fund Balances through April 2026

From: 1/1/2026 to 4/30/2026
Funds: 6039 to 6122

Fund	Description	Beginning Balance	Net Revenue YTD	Net Expense YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
6039	P. C. PARK DISTRICT	\$1,322,484.17	\$477,072.96	\$595,296.07	\$1,204,261.06	\$797,316.09	\$406,944.97
6059	ODNR NatureWorks	\$0.00	\$110,000.00	\$17,445.00	\$92,555.00	\$89,825.00	\$2,730.00
6060	RECREATIONAL TRAIL FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6070	CLEAN OHIO GREENSPACE	\$0.00	\$95,000.00	\$2,000.00	\$93,000.00	\$92,800.00	\$200.00
6071	ODNR - PADDLING ENHANCEMENT GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6118	CLEAN OHIO TRAILS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6122	PICKAWAY TRAIL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:		\$1,322,484.17	\$682,072.96	\$614,741.07	\$1,389,816.06	\$979,941.09	\$409,874.97

Grand Total:

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May 2026 Board Meeting Park Recap

Park District Owned Parks

	<u>4/28/2026 – 5/25/2026</u>	<u>5/26/2026 – 6/22/2026</u>
Canal Park & Trails	10 Shelter House Reservations	6 Shelter House Reservations 6/10 Eco Artists 6/11 Storytime 6/17 Walk Along Wednesday 6/18 Friends of the Parks Picnic
Metzger Preserve	5/20 Walk Along Wednesday	
Esker's Edge (HQ)	Tai Chi Mon/Wed for 8 weeks 5/2 Birds of the Preserve 5/7 Wild Threads Quilt #5 5/9 Mother's Day Bloom Walk & Bouquet Making	5/26 Wild Threads Quilt #6 6/3 Walk Along Wednesday 6/13 Wild Threads – Patriotic Appliques
Scioto Darby Access	Opened May 1	
McClellan Mill Road Access		
Roundtown Trail	5/6 Walk Along Wednesday	
Pickaway Trail		
Saltcreek Valley Park		

Park District Managed Parks

	<u>4/28/2026 – 5/25/2026</u>	<u>5/26/2026 – 6/22/2026</u>
Calamus Swamp		
Logan Elm State Memorial		
Elmon Richards River Access		
Mackey Ford Wildlife Area		
Mary Virginia Crites Hannan		
Other News		

Outreach Events:

- Summer Bingo planned w other county agencies
- "Passport to the Trails" Planning w PCVB
- 5/1 Stars, Stripes, STEM COSI
- 5/4 Walnut Elementary K – Monarch Marathon
- 5/14 Circleville Elementary – When I Grow Up
- 5/18 Logan Elm 3rd grade at Esker's Edge