

PICKAWAY COUNTY

www.pickawaycountyparks.org
141 W. Main St., Suite 400 P.O. Box 1193 Circleville, Oh 43113 740-420-5451

PARK DISTRICT

Minutes

Nov. 29, 2016

Meeting was called to order at noon by Vice Chairman Marshall Fields at the Pickaway County Annex, 141 W. Main St., Suite 400, Circleville, Ohio.

A. ROLL CALL Board members P=present A=absent
#=volunteer work hours performed
Bill Richards A Robert (Pete) Hartinger P 7 Mike Hess P 2
Marshall Fields P 4 Tracie Sorvillo P

Secretary: Andi Humphries P
Treasurer: County Auditor A
Webmaster: Michael Moore P 8
Park Board Consultant: Tom Davis P 0
Financial Liaison:
Public Relations:
Logan Elm Liaison: Rod Smith A
Canal Park Liaison: John Drummond P 4
Guests: Circleville City Council member Tom Spring and Mike Frost.

*Attended
amended*

B. Review of September, 2016 Minutes (October meeting cancelled) Andi Humphries: Hess motioned approval of minutes, Hartinger seconded, motion carried.

C. Financial status of Park District: The balance at the end of September: \$66992.64; no income, expenses were supplies, contracts and payments to grants. Balance end of October \$66785.74; no income, expenses were utilities and mowing. Hess made a motion to accept the treasurer's report, Hartinger seconded; motion carried

D. Guests: no comments.

E. Director's Report

- 1) 2016 Park and Trail Grant update: Pictures of projects were passed around. Most have been completed and paid. It was suggested that there be a completion date as part of stipulations.
- 2) 2017 Budget: The attached proposed was submitted to county commissioners as requested in August, however can be amended: Revenue and carryover estimated at \$59,750. Expenditures included upkeep, maintenance and expenses of trails and parks, levy ballot expenses, signs, equipment, contract and office expenses, promotional items, bonds and dues totaling \$47,150. After discussion about the low carryover, Sorvillo motioned to delete the \$7500 for Trail Cleaning-- moving \$5000 to Park Improvement Grant program and adding the \$2500 balance to the general fund (balance); Hess seconded; motion carried. There was also discussion that the three entities along the Roundtown Trail will be maintaining, which was estimated at \$4000 in 2017 expenditures.

their portions of the trail,

Drummond asked about the 8 foot wide concrete in Gallipolis that could be used for bridge construction. He will enquire with city or county officials.

- 3) Board member term expirations 12/21/16: Richards, Fields and Sorvillo will be contacted by the judge concerning continuing on the board.
- 4) Levy Update: See Executive session
- 5) Resolution to specify Pete and Marshall as signatures for approved vouchers: Hess made a motion to designate those two board members as authorized signers; Sorvillo seconded; motion carried.
- 6) Director Consultant Invoice: Sorvillo motioned that the 11/29/16 invoice be paid; Hess seconded, motion carried.
- 7) Next meeting Dec. 13. Chairman Richards asked that the December meeting be moved to Dec. 13. The board agreed it will be at noon the second Tuesday. Humphries will notify Herald.

F. Executive Session: at 12:40 Hess motioned that the board enter executive session to discuss land acquisition with the consultant and secretary invited to participate also; Fields seconded motion carried. After discussion, there was no action with decision to continue with levy process. At 12:55 Hess motioned that the board leave executive session; Fields seconded; motion carried. Other members were invited back however they were not available.

Discussion on Levy Continued: Sorvillo made a motion that an organizational meeting was planned for 6:30 p.m. Tuesday Jan. 10, 2017 at the library (if available); Fields seconded, motion carried. Members are asked to correspond with those who agreed to serve after the meeting place could be confirmed. Davis will email the board. It was noted that a park board member should be designated to attend levy meetings.

G. New Business, Directors reports: none.

H. Schedule of meetings: Regular meeting changed to second Tuesday: Dec. 13, 2016 at the Pickaway County Annex, 141 W. Main St., Circleville.

I. Adjournment. Meeting adjourned at 1:05 p.m.

Note: These routine meetings are to be One hour, and not to extend more than ½ hr. longer. Additional time will require special meetings.

MTD Fund Report for Year 2016 Month 11 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	66,785.74	0.00	3,444.80	63,340.94	23,388.08	39,952.86
1 Funds		66,785.74	0.00	3,444.80	63,340.94	23,388.08	39,952.86

Approved as presented

MTD/YTD Revenue Report by Fund for Year 2016 Month 11 - PICKAWAY COUNTY

Account	Description	Est Rev	MTD Rec	YTD Rec	Unc Bal	%Remain	%Collected
639.0000.4556	LOCAL SHARE-PARK DISTRICT	0.00	0.00	10,000.00	(10,000.00)	0.00%	0.00%
639.0000.4557	STATE SHARE-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00%	0.00%
639.0000.4910	ADVANCES	0.00	0.00	0.00	0.00	0.00%	0.00%
639.0000.4926	OTHER RECEIPTS-PARK DISTRICT	18,500.00	0.00	13,760.00	4,740.00	25.62%	74.38%
Fund: 639	P.C. PARK DISTRICT	18,500.00	0.00	23,760.00	(5,260.00)	(28.43%)	128.43%
4 Accts		18,500.00	0.00	23,760.00	(5,260.00)	(28.43%)	128.43%

Detail Expense Transactions by Fund by Dept - PICKAWAY COUNTY for Year 2016 Month 11 to Year 2016 Month 11

Date	Src	Vnd#	Vendor Name	PO#	Brn/ Seq	Chk/ Trans	Proj	Amount	Remark
11/08/2016	AC	02017	DAVIS TOM	MV099056	11516045	368013		720.00	PARK DIST ADMIN SVS - PCBDD
11/16/2016	AC	03705	SS MASONRY & CONCRETE	MV099056	11528041	368249		600.00	CONCRETE & MASON WRK. @ CANAL PRK. -PRK DISTR
11/22/2016	AC	01535	MIKE'S LANDSCAPING LLC	MV099056	11539025	368437		299.80	MOWING @ LOGAN ELM PRK. PARK DISTRICT
11/23/2016	AC	07504	JASON ROE DBA PORT A THRONE	MV099056	11537099	368580		75.00	PORTA JON (LE PARK)OCT.2016 PARK DISTRICT
639.6052.5401			CONTRACT SRVS-PARK DISTRICT					1,694.80	
11/17/2016	AC	02446	WIL-DEER PARK BOARD	MV099060	11525058	368338		750.00	FENCE(WM.SPRT.COMM.SQ.) / PARK DISTR.
11/17/2016	AC	07091	CITY OF CIRCLEVILLE SERVICE	MV099060	11525026	368386		1,000.00	SHELT.HSE.CONCRETE FLR.-TED LEWIS PRK.PRK.DIS
639.6052.5968			PARK IMPROVEMENT PROGRAM - PARK DISTRICT					1,750.00	
Dept: 6052			PARK DISTRICT					3,444.80	
Fund: 639			P.C. PARK DISTRICT					3,444.80	
6 Transactions								3,444.80	

MTD/YTD Total Expense Report by Fund by Dept for Year 2016 Month 11 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5201	PERS-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5202	MEDICARE-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5205	WORKERS COMP-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5301	SUPPLIES-PARK DISTRICT	3,500.00	0.00	747.70	2,752.30	2,752.30	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT	22,500.00	1,694.80	11,514.22	10,985.78	10,985.78	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	500.00	0.00	450.00	50.00	50.00	0.00	0.00
639.6052.5432	RAILS TO TRAILS-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5501	EQUIPMENT-PARK DISTRICT	5,500.00	0.00	400.00	5,100.00	5,100.00	0.00	0.00
639.6052.5801	ADVANCES OUT-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5901	OTHER EXPENSES-PARK DISTRICT	2,500.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00
639.6052.5958	INSURANCE (BONDS)-PARK DISTRICT	500.00	0.00	0.00	500.00	500.00	0.00	0.00
639.6052.5959	MARTHA HITLER PARK IMPRV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5968	PARK IMPROVEMENT PROGRAM - PARK DISTRICT	5,000.00	1,750.00	3,500.00	1,500.00	1,500.00	0.00	0.00
Dept: 6052	PARK DISTRICT	40,000.00	3,444.80	16,611.92	23,388.08	23,388.08	0.00	0.00
Fund: 639	P.C. PARK DISTRICT	40,000.00	3,444.80	16,611.92	23,388.08	23,388.08	0.00	0.00
14. Accts		40,000.00	3,444.80	16,611.92	23,388.08	23,388.08	0.00	0.00

