



**November 17, 2020
Regular Meeting, 12:00 pm
Virtual - Zoom**

AGENDA

A. Roll Call

B. Review of Meeting Minutes

C. Financial Report

D. Director's Report – Tom

Canal Park – Land Contract
BAR – Move from Contract Service to Land
Cooks
Canal Lands Purchase
Board Positions

E. Guests:

F. Unfinished Business:

G. New Business:

H. Next Regularly Scheduled meeting – 12 noon, Tuesday December 22nd, 2020

I. Adjournment



Pickaway County Park Board Minutes

Oct. 27, 2020

Meeting was called to order at 12:07p.m. by Chair Robert “Pete” Hartinger at Ohio Christian University’s Robert W. Plaster Free Enterprise Center, Circleville, Ohio.

A. ROLL CALL Board members P=present A=absent
Robert (Pete) Hartinger P Beth Kowalski P
Tracie Sorvillo P Greg Bigam P Susan Metzger P

Secretary: Andi Humphries P

Park Board Director: Tom Davis P

Executive Assistant: Arista Hartzler P

Canal Park Liaison: John Drummond A

Logan Elm Liaison: Rod Smith A

Financial Liaison:

Public Relations:

Guests: Jim Edman, Cindy Whited, Jim Wonder, John Kyle and Maria Richards Roberts

B. Minutes of previous month Arista Hartzler: The motion to approve the minutes was made by Kowalski, Metzger seconded; motion carried.

C. Financial status of Park District: Beginning balance 988,873.39. Receipts of \$465.66 are balance of tax disbursement. Expenditures include \$334,492.78 as the second payment for the Pickaway Trail and payroll. The motion to approve the financial report was made by Bigam, second by Kowalski; motion carried.

D. Director’s Report

- 1) Budget Approval: The attached “Draft Operations Budget” for 2021 revenue and expenses was explained in detail by Davis. The employee salaries and fringes were detailed. Salary changes for 2021 include reducing the director’s hours from 40 to 36 and a 3% cost of living increase. Hartzler position will be upgraded to “Deputy Director” from Executive Assistant with an increase from \$19.57 to \$22 per hour. The Operations Manager will include a 2% cost of living increase and the Park Tech seasonal hire will remain the same. Bigam asked if these salaries were in line with similar county positions. Sorvillo said the committee compared similar positions before making this proposal. The motion to approve the 2021 budget was made by Metzger, second by Kowalski; motion carried.
- 2) Resolution to apply for 2020 LWCF Grant: 2020 Resolution No. 4 details the Land and Water Conservation Fund Program, and the district’s desire to obtain its financial assistance for public recreation purposes. Information on logistics and process of applying for the grant is detailed in 2020 Resolution No. 4. Motion to approve resolution no. 4 by Bigam, second by Sorvillo; motion carried
- 3) Office Update: The office at 458 Lancaster Pike is currently being used, however there are no computers or phones. This should be rectified soon. Jamie Lands is overseeing the maintenance operation move.

- 4) PTIG Update: Hartzler reported that this grant period we were upping our PTIG from \$5,000 to \$10,000 so that more applicants can work on larger projects. This will likely make the grant more competitive because we kept last year's appropriation to the line item at \$100,000 for PTIG projects. The City will take \$45,000 of the top because of our agreement to fund the Barthelmas Park Expansion for 5 years. This will leave \$55,000 to split among the applicants, giving us 5 and 1/2 projects at \$10,000.
- 5) Cooks Creek Update: The Appalachian Ohio Alliance is still waiting for grant results. If awarded, will work on an agreement as there are two-three years to expend the grant so district has that length of time to work with AOA.

E. Guests: Jim Edman and John Kyle talked about a group of users at the dog park who are organized with regular meetings. Davis said it would be a good group to work with.

Upon inquiry, Davis said the engineering firm has not finalized a report on the two dams at the canal park. Noted that the one named "State Dam" does not mean it's owned by the state.

F. Unfinished Business: see Director's Report.

G. New Business, board member reports: None

H. Schedule of meetings: Regular meeting: date and location to be announced at a later time.

I. Adjournment. Meeting adjourned at 12:47 p.m.

Note: These routine meetings are to be One hour, and not to extend more than 1/2 hr. longer. Additional time will require special meetings.

Date Minutes Were Approved 11 | 17 | 2020

PCPD Board Chairperson Robert (Pete) Hartzler _____
Date

PCPD Director [Signature] _____
Date 11/17/2020

MTD Fund Report for Year 2020 Month 10 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	594,195.25	267.06	49,247.08	545,215.23	75,742.89	469,472.34
670	METZGER PRESERVE	153.58	0.00	0.00	153.58	26,850.00	(26,696.42)
918	ROUNTOWN TRAIL PROJECT	4,467.72	0.00	0.00	4,467.72	4,467.71	0.01
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
4 Funds		599,032.17	267.06	49,247.08	550,052.15	107,060.60	442,991.55

YTD Fund Report for Year 2020 Month 10 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	653,517.22	808,641.67	916,943.66	545,215.23	75,742.89	469,472.34
670	METZGER PRESERVE	3,141.00	23,162.58	26,150.00	153.58	26,850.00	(26,696.42)
918	ROUANTOWN TRAIL PROJECT	5,967.72	0.00	1,500.00	4,467.72	4,467.71	0.01
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
4 Funds		662,841.56	831,804.25	944,593.66	550,052.15	107,060.60	442,991.55

MTD/YTD Total Expense Report by Fund for Year 2020 Month 10 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	149,862.00	10,333.20	110,855.64	39,006.36	0.00	0.00	39,006.36
639.6052.5201	PERS-PARK DISTRICT	19,028.00	1,446.64	15,113.71	3,914.29	0.00	0.00	3,914.29
639.6052.5202	MEDICARE-PARK DISTRICT	1,865.00	140.13	1,524.33	340.67	0.00	0.00	340.67
639.6052.5203	INSURANCE - PARK DISTRICT	38,128.00	2,947.94	23,745.48	14,382.52	0.00	0.00	14,382.52
639.6052.5205	WORKERS COMP-PARK DISTRICT	1,000.00	0.00	97.39	902.61	0.00	0.00	902.61
639.6052.5301	SUPPLIES-PARK DISTRICT	7,500.00	80.93	7,354.03	145.97	145.97	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT	696,100.00	14,875.52	658,604.12	37,495.88	37,495.88	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	2,500.00	0.00	1,228.80	1,271.20	1,271.20	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	32,286.84	13,797.22	32,286.84	0.00	0.00	0.00	0.00
639.6052.5504	LAND - PARK DISTRICT	3,000.00	0.00	0.00	3,000.00	3,000.00	0.00	0.00
639.6052.5701	TRANSFERS OUT - PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	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	6,963.16	0.00	524.32	6,438.84	6,438.84	0.00	0.00
639.6052.5958	INSURANCE (BONDS)-PARK DISTRICT	3,000.00	203.00	609.00	2,391.00	2,391.00	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	80,000.00	5,000.00	55,000.00	25,000.00	25,000.00	0.00	0.00
639.6069.5401	CONTRACTS-SERVICES - DUPONT GRANT	10,000.00	422.50	10,000.00	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	1,051,233.00	49,247.08	916,943.66	134,289.34	75,742.89	0.00	58,546.45
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	53,000.00	0.00	26,150.00	26,850.00	26,850.00	0.00	0.00
670.6092.5504	LAND - METZGER PRESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
670.6092.5901	OTHER EXPENSES - METZGER PRESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 670	METZGER PRESERVE	53,000.00	0.00	26,150.00	26,850.00	26,850.00	0.00	0.00
918.3012.5401	CONTRACT-SVS - ON-BEHALF ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00

MTD/YTD Total Expense Report by Fund for Year 2020 Month 10 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
918.6206.5401	CONTRACTS-SERVICES - ROU ND TOWN TRAIL	5,967.71	0.00	1,500.00	4,467.71	4,467.71	0.00	0.00
918.6206.5501	EQUIPMENT - ROUND ^{TOWN} TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5701	TRANSFERS OUT - ROUND ^{TOWN} TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5801	ADVANCES OUT - ROUND ^{TOWN} TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5901	OTHER EXPENSES - ROUND ^{TOWN} TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 918	ROUND^{TOWN} TRAIL PROJECT	5,967.71	0.00	1,500.00	4,467.71	4,467.71	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
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
35 Accts		1,110,200.71	49,247.08	944,593.66	165,607.05	107,060.60	0.00	58,546.45

