



**November 26, 2019
Regular Meeting, 12:00 pm
Pickaway County Service Center
2nd Floor Conference Room
110 Island Rd, Circleville, Ohio**

AGENDA

A. Roll Call

B. Review of Meeting Minutes

C. Financial report

D. Director's Report – Tom

Park Imp. Grant news release
Capital Grant Meeting Update
Scioto River and Lick Run Abutment Updates
City and County Park Agreement update
Park Board vacancy update
Canal Park improvement update:

E. Guests:

F. Unfinished Business:

G. New Business:

December Board Meeting
December 4th Friends Meeting @ 5:00 pm

H. Next Regularly Scheduled meeting – 12 noon, Tuesday December 17, 2019 at the Service Center **1st Floor Conference Room**

I. Adjournment



Pickaway County Park Board Minutes

Oct.22, 2019

Meeting was called to order at noon by Chair Jennifer Tomlinson at the Pickaway County Service Center, Circleville, Ohio.

A. ROLL CALL Board members P=present A=absent
#=volunteer work hours performed
Jennifer Tomlinson P Marshall Fields P Robert (Pete) Hartinger P
Tracie Sorvillo A Beth Kowalski P

Secretary: Andi Humphries P
Park Board Director: Tom Davis P
Executive Assistant: Arista Hartzler P
Canal Park Liaison: John Drummond P
Logan Elm Liaison: Rod Smith P
Financial Liaison:
Public Relations:
Guests: Jim Edman, Esta O'Neil, Brenda Copes, Jeb Bowen

B. Minutes of previous month Andi Humphries: Motion to approve by Fields, second by Hartinger; motion carried.

C. Financial status of Park District: Current balance of Park District account is \$824,316.59. Major expenses included salaries, contract payments and the Improvement payouts to Ashville, Darbyville and Jackson Township.

D. Director's Report

- 1) Leadership Committee meeting summary: Kowalski and Sorvillo met with Davis to review the 2020 budget. The focus was changed to a bridge across Scioto River instead of the trail and bridge over Lick Run. From the draft budget presented last month, revenue and expenses were reduced by deleting the grant from SR 104 to Sisk Road which included a bridge over Lick Run. Administration costs were detailed with a cost of living adjustment. The Operation Manager will increase from 29 to 32 hours beginning in March and health insurance will be provided. It was noted health insurance increased also.
- 2) 2020 Budget: With the Leadership Committee summary changes, the carry over to 2021 will increase. Motion to approve the 2020 budget by Hartinger, second by Fields; motion carried.
- 3) Resolution to apply for 2020 Clean Ohio Grant-Pickaway Trail bridge over feeder canal: Davis is starting paperwork to connect these entities with a Clean Ohio Grant. The maximum amount would be \$150,000 with at least a 25% match although you get more points if it's 26%. If granted, would be out of the 2021 park budget. Motion to sign the resolution by Kowalski, second by Fields; motion carried.
- 4) Park Improvement Grant 2020: A news release for next year's grant application will include details on the projects funded in 2019.
- 5) Swing State: Davis will work with Swing State for information on the two-year budget. If not, will wait for the next round of funding.
- 6) Camp Charlotte: About 100 people attended the Commemoration Event Oct. 12. Rod Smith, Rick and Pete Hartinger were commended for the research and implementation of this event.
- 7) Canal Days: Hartzler said there were approximately 400 in attendance based on the number of cars parked. Boy Scouts and Girl Scouts were helpful and the vendors made money.

8) Ohio History Connection: The Ohio Historic Preservation Office of the Ohio History Connection presented a commendation to several entities including the Park District for the nomination of the Ohio and Erie Canal Southern Descent Historic District to the National Register of Historic Places.

E. Guests O'Neil said she has native seed available for the park district or the nature preserve at Circleville City Schools. Davis will get contact information for her.

Smith is requesting funds for materials for picnic tables at Logan Elm Park which students or Eagle Scouts may build. He also said the fence row needs cleaned up. Drummond suggested 12-foot tables to deter theft.

F. Unfinished Business: see Director's Report.

--Park District Support Group: Hartinger has set a meeting for 6 p.m. Oct. 23 for those interested in expanding volunteer park services. He will give the unique history of the district, list developed areas and those which could be developed, and suggest the purpose is to show the beauty of Pickaway County. Drummond agrees with combining the Canal Park volunteers with this group. All agree that it would have a chairperson and someone to report to the board. The district would lend support where needed. The Community Foundation Fund could be implemented for this group's projects.

--Fields reported on the Native American Cultural and Relics Day held Oct. 5. About 130-150 people attended and were able to see hands on the exhibits and artifacts that were on display. It was very successful.

G. New Business, board member reports:

--Board membership/vacancies: A news release will be posted with information on two board positions that will be open in January, 2020. Fields and Tomlinson's terms are over this year.

--December meeting: Since the regular meeting will be Dec. 24, it will be decided next month if another date is needed.

H. Schedule of meetings: Regular meeting: noon Tuesday, Nov. 26, 2019 at Pickaway County Service Center Conference Room, 110 Island Road, Circleville, Ohio.

I. Adjournment. Meeting adjourned at 12:50 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.

Date Minutes Were Approved _____

PCPD Board Chairperson _____
Date

PCPD Director _____
Date

YTD Fund Report for Year 2019 Month 10 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	459,726.26	766,123.65	496,910.89	728,939.02	482,729.37	246,209.65
670	METZGER PRESERVE	0.00	359,109.00	353,268.00	5,841.00	5,841.00	0.00
918	ROUNDTOWN TRAIL PROJECT	25,730.01	46,972.15	66,734.44	5,967.72	5,967.71	0.01
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
4 Funds		485,671.89	1,172,204.80	916,913.33	740,963.36	494,538.08	246,425.28

MTD Fund Report for Year 2019 Month 10 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	824,316.59	349.40	95,726.97	728,939.02	482,729.37	246,209.65
670	METZGER PRESERVE	5,841.00	0.00	0.00	5,841.00	5,841.00	0.00
918	ROUNDTOWN TRAIL PROJECT	5,967.72	0.00	0.00	5,967.72	5,967.71	0.01
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
4 Funds		836,340.93	349.40	95,726.97	740,963.36	494,538.08	246,425.28

MTD/YTD Total Expense Report by Fund for Year 2019 Month 10 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639 6052 5102	EMPLOYEES SALARY-PARK DISTRICT	119,133.00	9,913.60	100,278.00	18,855.00	0.00	0.00	18,855.00
639 6052 5201	PERS-PARK DISTRICT	17,274.00	1,345.90	13,849.88	3,424.12	0.00	0.00	3,424.12
639 6052 5202	MEDICARE-PARK DISTRICT	1,787.00	133.62	1,307.39	479.61	0.00	0.00	479.61
639 6052 5203	INSURANCE - PARK DISTRICT	46,504.00	3,571.54	36,873.90	9,630.10	0.00	0.00	9,630.10
639 6052 5205	WORKERS COMP-PARK DISTRICT	3,000.00	0.00	65.09	2,934.91	0.00	0.00	2,934.91
639 6052 5301	SUPPLIES-PARK DISTRICT	17,500.00	2,979.53	8,011.97	9,488.03	0.00	0.00	0.00
639 6052 5401	CONTRACT SRVS-PARK DISTRICT	462,002.97	3,979.70	102,738.33	359,264.64	0.00	0.00	0.00
639 6052 5403	TRAVEL/EXPENSES-PARK DISTRICT	5,000.00	970.08	3,562.68	1,437.32	0.00	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	50,000.00	21,325.00	24,219.25	25,780.75	0.00	0.00	0.00
639 6052 5504	LAND - PARK DISTRICT	25,000.00	0.00	0.00	25,000.00	0.00	0.00	0.00
639 6052 5701	TRANSFERS OUT - PARK DISTRICT	104,000.00	0.00	104,000.00	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	6,750.00	0.00	3,864.27	2,885.73	0.00	0.00	0.00
639 6052 5958	INSURANCE (BONDS)-PARK DISTRICT	3,000.00	0.00	75.00	2,925.00	0.00	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	144,013.03	51,508.06	98,065.13	45,947.90	0.00	0.00	0.00
639 6069 5401	CONTRACTS-SERVICES - DUPONT GRANT	10,000.00	0.00	0.00	10,000.00	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	1,014,984.00	95,726.97	496,910.89	518,053.11	482,729.37	0.00	35,323.74
670 6091 5504	LAND - PARK ON BEHALF	295,679.00	0.00	255,109.00	40,570.00	0.00	0.00	40,570.00
670 6092 5401	CONTRACTS-SERVICES - METZGER PRESERVE	12,366.00	0.00	8,525.00	3,841.00	0.00	0.00	0.00
670 6092 5504	LAND - METZGER PRESERVE	89,634.00	0.00	89,634.00	0.00	0.00	0.00	0.00
670 6092 5901	OTHER EXPENSES - METZGER PRESERVE	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
Fund: 670	METZGER PRESERVE	399,679.00	0.00	353,268.00	46,411.00	5,841.00	0.00	40,570.00
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 2019 Month 10 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
918 6206 5401	CONTRACTS-SERVICES - ROUNDTOWN TRAIL	55,730.01	0.00	49,762.29	5,967.72	5,967.71	0.00	0.01
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	16,972.15	(16,972.15)	0.00	0.00	(16,972.15)
918 6206 5901	OTHER EXPENSES - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 918	ROUNDTOWN TRAIL PROJECT	55,730.01	0.00	66,734.44	(11,004.43)	5,967.71	0.00	(16,972.14)
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
36 Accts		1,470,373.01	95,726.97	916,913.33	653,459.68	494,638.08	0.00	68,921.80