

Portage Park District
Board of Commissioners Regular Meeting
August 21, 2023 5:30 pm
PPD Operations Center
8505 Nicodemus Road
Shalersville, OH 44266



Agenda

1. Roll Call
2. Adopt Agenda
3. Public Comment: *Note: members of the public wishing to speak are asked to sign in. Comments will be limited to two minutes per person.*
4. Approve minutes of the July 2023 Regular Meeting
5. Presentation and approval of Financial Statement: July 2023 MTD and YTD Budget Report and Cash Balance Reports.
6. Executive Director/Staff Update
7. Other Information/Briefing Items/Policy Updates:
 - a. Ohio Stream and Wetlands Foundation presentation: Reps will be here to review the project proposal (Prosecutor's office is still reviewing agreement)
8. Old Business and approval of action items: None
9. New Business and approval of action items:
 - a. RESOLUTION: Approve July 2023 Expenditures with Then and Now certificate
 - b. RESOLUTION: Adoption of LEAP Deer Management Statement
 - c. RESOLUTION: Authorize funding application to State of Ohio for Portage Meadows Project
 - d. RESOLUTION: Authorize easement agreement at Towner's Woods for Ravenna Rd bridge project
 - e. RESOLUTION: Approve Ranger policies for Community Engagement and Employee Misconduct
10. Executive Session: As needed for real estate and personnel
11. Adjourn

Portage Park District
Board of Commissioners Regular Meeting
July 17, 2023 5:30 pm
PPD Operations Center
8505 Nicodemus Road
Shalersville, OH 44266



Minutes

President Kurt Ruehr called the meeting to order at 5:34 pm

1. Roll Call: Commissioners present: Commissioner Charles Engelhart, Commissioner Kurt Ruehr, Commissioner Renee Ruchotzke, Commissioner Allan Orashan. Commissioner Tom Hrdy had an excused absence. Staff Present: Christine Craycroft, Executive Director; Craig Alderman, Operations Manager; Kevin Nietert, Chief Ranger; Eric Seachrist, Office Manager; Holly Stoneberg, Education Program Coordinator.
1. Public Comment: None
2. Approve agenda of the July 17, 2023 Regular Meeting: Upon a motion by Ruchotzke and second by Orashan, the agenda was approved. (JE 2023-32)
3. Approve minutes of the June 26, 2023 Regular Meeting: Upon a motion by Orashan and second by Englehart, the minutes were approved. (JE 2023-33)
4. Presentation and approval of Financial Statement: June 2023 MTD and YTD Budget Report and Cash Balance Reports: Seachrist indicated that the total expenditures were below a projection of the YTD budget. He noted that some items were higher than the projected YTD budget figure for the account line, but that the overall impact on the budget unit totals were not significant. Commissioner Ruehr asked about interest revenues and where the Park District deposited monies accruing the interest. Craycroft answered that the interest came from a bank account deposited and managed by the County; the Park District does not have a choice on investments. Upon a motion by Englehart and second by Ruchotzke, the reports were approved. (JE 2023-34).
5. Executive Director/Staff Update: Director Craycroft began the report by discussing recent public engagement activities, highlighting July 4 events and the distribution of "I Love Portage Parks" shirts and the gathering of testimonials. Operations Manager Alderman reported that the pool house at Towner's Woods is completely down and that the work at Trail Lake has been completed but is in review as some materials have not performed as expected. Craycroft reported for Natural Areas Manager Lange in his absence and noted that the Bird Family Bog Preserve Bioblitz, hosted on June 23 and 24, was a success. Education Coordinator reported on public engagement, noting that the Park District planned to hold more "Preserve Peeks". Chief Ranger Nietert had no additional remarks to add to his written report. See the July Director's report attached for more details.
6. Other Information/Briefing Items/Policy Updates: Craycroft presented a draft for a new pilot deer archery program, developed by Natural Areas Manager Lange and Chief Ranger Nietert, based upon policies of the Ohio Division of Wildlife and LEAP, the Lake Erie Allegheny Partnership for Biodiversity, of which the Park District is a member. The pilot program is proposed for Kent Bog and Morgan Park.

Ranger Nietert added that a lottery would be employed for selecting participants, who in turn would have to show proficiency in bow hunting and follow the Park District protocols.

The Board agreed that deer management is appropriate for the Park District, and Commissioner Ruchotzke requested that Board adoption of the LEAP statement deer management be placed on the August meeting agenda. Commissioner Orashan added that the minutes of the July meeting would reflect that issue had received deliberation, with a policy decision being made the following month.

7. Old Business and approval of action items

None

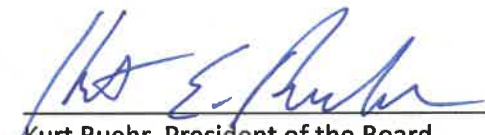
8. New Business and approval of action items:

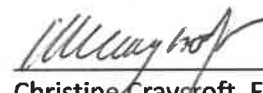
- a. Approve June 2023 Expenditures: Upon a motion by Ruchotzke and second by Orashan, **RESOLUTION 2023-47** was unanimously approved.
- b. Authorize a Temporary Encroachment Easement at Walter Preserve: Englehart asked if the property was sold, if there was a mechanism in place to notify the new owner of the issue of encroachment. Craycroft stated she would investigate. Upon a motion by Orashan and second by Englehart, **RESOLUTION 2023-48** was unanimously approved.
- c. Authorize a Resolution to Proceed ½ Mill Replacement Levy and a ½ Mill Additional Levy Issue for the November 2023 Ballot: Upon a motion by Ruchotzke and second by Englehart, **RESOLUTION 2023-49** was unanimously approved.
- d. Authorize Printing Services for a Program Guide: Orashan noted this would good way to keep the public informed of park district activities. Motion by Orashan, second by Ruchotzke, **RESOLUTION 2023-50** was unanimously approved.

9. Executive Session: None

10. Adjourn: Upon a motion by Englehart and second by Orashan, the meeting was adjourned at 6:27 pm.

IN TESTIMONY WHEREOF we hereunto set our hands, 7-17-2023, 2023


Kurt Ruehr, President of the Board


Christine Craycroft, Executive Director

PORTAGE PARK DISTRICT					
Month to Date and Year To Date Budget & Cash Balance Report for July 2023					
GENERAL FUND					
BEGINNING AUDITOR'S CASH BALANCE	July 1		\$		2,698,261.53
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD ACTUAL	July ACTUAL	MTD	YTD Percentage Collected of Budget
152000 Contract Services	1,000.00	0.00		0.00	0.0%
15300 Fees	100.00	1,000.00		1,000.00	1000.0%
160000 Gifts & Donations	6,650.00	50,000.00		0.00	751.9%
192400 State Aid/Subsidy	85,000.00	0.00		0.00	0.0%
General Program Revenues subtotal	92,750.00	51,000.00		1,000.00	55.0%
200300 Real Estate Homestead Rollback (from State)	32,744.00	15,047.63		0.00	46.0%
221000 Real Estate Tax	1,791,023.00	970,510.26		0.00	54.2%
223000 Tangible Personal Property Tax	0.00	106.97		0.00	
224000 Manufactured Homes Property Tax	0.00	7,319.50		0.00	
230000 Interest	10,000.00	37,088.16		5,338.58	370.9%
241000 Oil & Gas Leases	10,000.00	10,791.11		937.39	107.9%
243000 Credit Card Incentives	1,000.00	1,100.00		1,100.00	110.0%
250000 Refunds and Reimbursements	0.00	12,016.91		203.50	
270000 Sale of Fixed Assets	0.00	310.51		0.00	
General Operations Revenue	1,844,767.00	1,054,291.05		7,579.47	57.2%
SUBTOTAL REVENUES	1,937,517.00	1,105,291.05		8,579.47	57.0%
2022 Cash Carryover		2,897,413.62			100.0%
TOTAL REVENUES, CARRYOVER & OTHER SOURCES	1,937,517.00	4,002,704.67		2,706,841.00	206.6%
EXPENDITURES & OTHER USES	REVISED BUDGET	YTD ACTUAL	July ACTUAL	MTD	YTD Percentage Expended of Budget
311200 FT Employee Salaries	640,000.00	339,131.31		41,380.80	53.0%
311300 PT Employee Salaries	100,000.00	44,671.60		7,520.63	44.7%
312100 Sick Leave Conversion	2,000.00	0.00		0.00	0.0%
313000 Overtime	2,000.00	0.00		0.00	0.0%
314000 Retirement	50,000.00	2,643.02		0.00	5.3%
321010 PERS	103,600.00	53,732.48		6,846.22	51.9%
321200 Medicare	10,730.00	5,488.13		695.90	51.1%
321300 Workers Compensation	9,452.00	6,569.36		831.31	69.5%
321400 Unemployment	10,000.00	0.00		0.00	0.0%
321500 Health Benefits	300,000.00	57,584.58		6,740.36	19.2%
90 Personal Services Unit Total	1,227,782.00	509,820.48		64,015.22	41.5%
400000 Admin Contractual Services	120,000.00	56,248.89		1,155.00	46.9%
400100 Training, Lodging & Memberships	15,000.00	6,548.20		559.04	43.7%
400101 Registration Fees	0.00	116.00			
410000 Utilities: AT&T, Dominion, Ohio Edison, Verizon	20,000.00	12,108.52		522.13	60.5%
412000 Advertising, Marketing & Events	18,000.00	5,242.20		0.00	29.1%
413000 Maintenance & Repairs	30,000.00	9,540.46		90.00	31.8%
414000 Rentals and Leases	100.00	0.00		0.00	0.0%
414100 Leases	2,000.00	1,562.05		220.00	78.1%
428400 Auditor/Treasurer Fee	25,000.00	13,138.27		0.00	52.6%
428500 DRETAC	10,000.00	4,547.38		0.00	45.5%
492100 Local Share	98,400.00	0.00		0.00	0.0%
40 Contractual Services Unit Total	338,500.00	109,051.97		2,546.17	32.2%
500000 Admin Materials & Supplies	19,000.00	11,786.17		883.70	62.0%
509000 Uniforms	10,000.00	4,537.76		0.00	45.4%
510000 Office Equipment & Furnishings	5,213.00	2,640.72		0.00	50.7%
530000 Maintenance Materials & Supplies	30,000.00	7,243.09		0.00	24.1%
542000 Fuel	20,000.00	12,501.47		2,030.60	62.5%
544000 Natural Areas Materials & Supplies	25,000.00	5,713.27		0.00	22.9%
596300 Equipment Less than \$5000	6,000.00	1,952.16		0.00	32.5%
596600 Furniture & Fixtures	8,000.00	2,234.26		0.00	27.9%
50 Materials & Supplies Unit Total	123,213.00	48,608.90		2,914.30	39.5%
610000 Land/Easement Purchase	400,000.00	21,382.50		21,382.50	5.3%
610000 Land/Easement Purchase-Bird Bog	2,501.83	0.00		0.00	0.0%
680000 Construction Projects	450,000.00	0.00		0.00	0.0%
680000 Construction Projects DXPAV	180,320.50	163,244.96		24,435.67	90.5%
680000 Construction Projects TLTRL	103,500.00	61,045.20		61,045.20	59.0%
680000 Construction Projects TWBLD	35,160.00	30,600.00		0.00	87.0%
680000 Construction Projects TWBRD	150,000.00	0.00		0.00	0.0%
683000 Engineering Projects	150,000.00	0.00		0.00	0.0%
683000 Engineering Projects DXPAV	8,100.00	10,250.00		5,750.00	126.5%
683000 Engineering Projects - SRFDB - Seasons Rd Fen Design Build Restoration Project	28,992.00	1,092.00		100.00	3.8%
683000 Engineering Projects - TLTRL- Trail Lake Picnic Area	8,000.00	2,700.00		0.00	33.8%
683000 Engineering Projects - TWBRD Brady Tower	20,970.00	1,180.40		0.00	5.6%
60 Capital Outlay Unit Total	1,537,544.33	291,495.06		112,713.37	19.0%
910000 Transfer Out	0.00	0.00		0.00	
920000 Advance Out	500,000.00	500,000.00		0.00	100.0%
946720 Tax Levy Assessment	36,000.00	35,911.48		16,835.16	99.8%
90 Miscellaneous Expenses Unit Total	536,000.00	535,911.48		16,835.16	100.0%
GRAND TOTAL EXPENDITURES & OTHER USES	3,763,039.33	1,494,887.89		199,024.22	39.7%
ENDING AUDITOR'S CASH BALANCE June 30 (= Cash Carryover + YTD Revenues- YTD Expenses) (Also = Auditor Beginning cash balance June 1st + MTD revenues - MTD expenses)			\$		2,507,816.78
TINKERS CREEK GREENWAY FUND					
8616 BEGINNING AUDITOR'S CASH BALANCE					\$23,138.72
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD ACTUAL	July ACTUAL	MTD	
REVENUES & OTHER SOURCES					
Gifts/Donations	0.00	0.00		0.00	
State Grant TCGI	424.30	0.00		0.00	0.0%
State Grant-memo entry not cash	556,930.13	58,198.75		58,198.75	10.4%
Transfer In	0.00	0.00		0.00	
TOTAL REVENUES & OTHER SOURCES	557,354.43	58,198.75		58,198.75	10.4%
EXPENDITURES & OTHER USES	REVISED BUDGET	YTD ACTUAL	July ACTUAL	MTD	
Contractual Services	13,485.00	0.00		0.00	0.0%
Land Purchase Seasons Road Fen property	556,931.00	58,198.75		58,198.75	10.4%
Advance Out Return	0.00	0.00		0.00	
Construction Projects	0.00	0.00		0.00	
TOTAL EXPENDITURES & OTHER USES	570,416.00	58,198.75		58,198.75	10.2%
ENDING AUDITOR'S CASH BALANCE					\$23,138.72

EAGLE CREEK GREENWAY FUND				
8617 BEGINNING AUDITOR'S CASH BALANCE				\$12,098.28
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD ACTUAL	July ACTUAL	MTD
REVENUES & OTHER SOURCES				
Gifts/Donations	0.00	0.00	0.00	
State Grant	14,745.70	14,745.70	0.00	100.0%
State Grant (memo entry, not cash)	0.00	0.00	0.00	
Transfer In	0.00	0.00	0.00	
TOTAL REVENUES & OTHER SOURCES	14,745.70	14,745.70	0.00	100.0%
EXPENDITURES & OTHER USES				
Contractual Services	0.00	0.00	0.00	
Materials & Supplies	5,326.00	0.00	0.00	0.0%
Advance Out Return	0.00	0.00	0.00	
Construction Projects	0.00	0.00	0.00	
TOTAL EXPENDITURES & OTHER USES	5,326.00	0.00	0.00	0.0%
ENDING AUDITOR'S CASH BALANCE				\$12,098.28

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8600 Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
--	-----------------	----------------	------------	------------	--------------	------------------	--------

86009091 Park General Admin PR

8600-70-90-909-000-00-10-152000-	-1,000.00	-1,000.00	Contract Services 0.00	0.00	0.00	-1,000.00	.0%
8600-70-90-909-000-00-10-153000-	-100.00	-100.00	Fees -1,000.00	-1,000.00	0.00	900.00	1000.0%
2023/07/001281 07/19/2023 CRP -1,000.00 REF 909							
8600-70-90-909-000-00-10-160000-	-6,650.00	-6,650.00	Gifts And Donations -50,000.00	0.00	0.00	43,350.00	751.9%
8600-70-90-909-000-00-10-192400-	-85,000.00	-85,000.00	State Aid/subsidy 0.00	0.00	0.00	-85,000.00	.0%

TOTAL Park General Admin PR

	-92,750.00	-92,750.00	-51,000.00	-1,000.00	0.00	-41,750.00	55.0%
--	------------	------------	------------	-----------	------	------------	-------

86009092 Park General Admin OR

8600-70-90-909-000-00-20-200300-	0.00	-32,744.00	Real Estate Homestead Rollback -15,047.63	0.00	0.00	-17,696.37	46.0%
8600-70-90-909-000-00-20-221000-	-1,791,023.00	-1,791,023.00	Real Estate Tax -970,510.26	0.00	0.00	-820,512.74	54.2%
8600-70-90-909-000-00-20-223000-	0.00	0.00	Tangible Personal Property Tax -106.97	0.00	0.00	106.97	100.0%
8600-70-90-909-000-00-20-224000-	0.00	0.00	Manufactured Homes Tax -7,319.50	0.00	0.00	7,319.50	100.0%



PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8600 Portage Park District		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-20-230000-	-10,000.00	-10,000.00	-10,000.00	Interest -37,088.16	-5,338.58	0.00	27,088.16	370.9%
2023/07/000355 07/07/2023 GEN	-10,000.00	-10,000.00	-5,338.58 REF June23					
8600-70-90-909-000-00-20-241000-	-10,000.00	-10,000.00	Oil Leases -10,791.11	-937.39		0.00	791.11	107.9%
2023/07/000310 07/05/2023 CRP	-119.59 REF 909	-119.59 REF 909						
2023/07/001281 07/19/2023 CRP	-817.80 REF 909	-817.80 REF 909						
8600-70-90-909-000-00-20-243000-	-1,000.00	-1,000.00	Credit Card Incentives -1,100.00	-1,100.00		0.00	100.00	110.0%
2023/07/000261 07/06/2023 GEN	-1,100.00 REF	-1,100.00 REF						
8600-70-90-909-000-00-20-250000-	0.00	0.00	Refunds And Reimbursements -12,016.91	-203.50		0.00	12,016.91	100.0%
2023/07/000310 07/05/2023 CRP	-62.00 REF 909	-62.00 REF 909						
2023/07/000310 07/05/2023 CRP	-141.50 REF 909	-141.50 REF 909						
8600-70-90-909-000-00-20-270000-	0.00	0.00	Sale Of Fixed Asset -310.51	0.00		0.00	310.51	100.0%
TOTAL Park General Admin OR	-1,812,023.00	-1,844,767.00	-1,054,291.05	-7,579.47		0.00	-790,475.95	57.2%
86009093 Park General Admin PS	640,000.00	640,000.00	Employee Full Time Salaries 339,131.31	41,380.80		0.00	300,868.69	53.0%
2023/07/000032 07/07/2023 PRJ	20,690.40 REF 070723	20,690.40 REF 070723						
2023/07/000911 07/21/2023 PRJ	100,000.00	100,000.00	Part Time/Seasonal Salaries 44,671.60	7,520.63		0.00	55,328.40	44.7%
2023/07/000032 07/07/2023 PRJ	3,855.96 REF 070723	3,855.96 REF 070723						
2023/07/000911 07/21/2023 PRJ	3,664.67 REF 072123	3,664.67 REF 072123						

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNT'S FOR: 8600	Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-00-30-312100-		2,000.00	2,000.00	Sick Leave Conversion 0.00	0.00	0.00	2,000.00	.0%
8600-70-90-909-000-00-00-30-313000-		2,000.00	2,000.00	Employee Overtime 0.00	0.00	0.00	2,000.00	.0%
8600-70-90-909-000-00-00-30-314000-		50,000.00	50,000.00	Retirement/Termination Payoff 2,643.02	0.00	0.00	47,356.98	5.3%
8600-70-90-909-000-00-00-30-321010-		103,600.00	103,600.00	PERS 53,732.48	6,846.22	0.00	49,867.52	51.9%
2023/07/000032 07/07/2023 PRJ			3,436.50 REF 070723			WARRANT=070723	RUN=4 PAYROLL	
2023/07/000911 07/21/2023 PRJ			3,409.72 REF 072123			WARRANT=072123	RUN=4 PAYROLL	
8600-70-90-909-000-00-00-30-321200-		10,730.00	10,730.00	Medicare 5,488.13	695.90	0.00	5,241.87	51.1%
2023/07/000032 07/07/2023 PRJ			349.34 REF 070723			WARRANT=070723	RUN=4 PAYROLL	
2023/07/000911 07/21/2023 PRJ			346.56 REF 072123			WARRANT=072123	RUN=4 PAYROLL	
8600-70-90-909-000-00-00-30-321300-		9,452.00	9,452.00	Workers Compensation 6,569.36	831.31	0.00	2,882.64	69.5%
2023/07/000032 07/07/2023 PRJ			417.28 REF 070723			WARRANT=070723	RUN=4 PAYROLL	
2023/07/000911 07/21/2023 PRJ			414.03 REF 072123			WARRANT=072123	RUN=4 PAYROLL	
8600-70-90-909-000-00-00-30-321400-		10,000.00	10,000.00	Unemployment 0.00	0.00	0.00	10,000.00	.0%
8600-70-90-909-000-00-00-30-321500-		300,000.00	300,000.00	Health Benefits 57,584.58	6,740.36	0.00	242,415.42	19.2%
2023/07/000032 07/07/2023 PRJ			3,370.18 REF 070723			WARRANT=070723	RUN=4 PAYROLL	
2023/07/000911 07/21/2023 PRJ			3,370.18 REF 072123			WARRANT=072123	RUN=4 PAYROLL	
TOTAL Park General Admin PS		1,227,782.00	1,227,782.00	509,820.48	64,015.22	0.00	717,961.52	41.5%
86009094 Park General Admin CS								
8600-70-90-909-000-00-00-40-400000-				Contractual Services				

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8600		Portage Park District							
ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED			
30,000.00	120,000.00	56,248.89	1,155.00	11,531.51	52,219.60	56.5%			
2023/07/000244 07/03/2023 API	55.00 VND	002749 VCH	718322	TREAS OF STATE	ORI OH0671700	527710			
2023/07/000261 07/06/2023 GEN	1,100.00 REF								
8600-70-90-909-000-00-40-400100-15,000.00		Training & Membership				86.6%			
		6,548.20	559.04	6,440.35	2,011.45				
2023/07/000756 07/11/2023 API	169.38 VND	048718 VCH	719291	RODHE REBECCA	TRAVEL & REIMBURSEMENTS, MILEA	528123			
2023/07/001761 07/25/2023 API	389.66 VND	051768 VCH	720888	STONEBERG HOLLY	TRAVEL REIMBURSEMENTS, MILEAGE	528911			
8600-70-90-909-000-00-40-400101-0.00	0.00	Registration Fees				100.0%			
		116.00	0.00	34.00	-150.00				
8600-70-90-909-000-00-40-410000-20,000.00		Utilities				106.5%			
		12,108.52	522.13	9,187.31	-1,295.83				
2023/07/000244 07/03/2023 API	68.81 VND	002875 VCH	718324	OHIO EDISON	ACCT 110 149 150 416	527698			
2023/07/000756 07/11/2023 API	237.94 VND	002875 VCH	719334	OHIO EDISON	Acct No 110 139 062 985	528097			
2023/07/000756 07/11/2023 API	70.63 VND	002875 VCH	719335	OHIO EDISON	Acct No 110 134 809 943	528097			
2023/07/001233 07/18/2023 API	88.13 VND	002875 VCH	720097	OHIO EDISON	Acct No 110 009 208 841	528534			
2023/07/001761 07/25/2023 API	56.62 VND	002844 VCH	720887	DOMINION ENERGY	Acct 4 1800 1191 8407	528822			
8600-70-90-909-000-00-40-412000-18,000.00		Advertising, Marketing, Events				47.8%			
		5,242.20	0.00	3,362.80	9,395.00				
8600-70-90-909-000-00-40-413000-30,000.00		Maintenance & Repairs				93.5%			
		9,540.46	90.00	18,508.56	1,950.98				
2023/07/000756 07/11/2023 API	90.00 VND	025267 VCH	719290	PORTAGE PORTABL	OLD FORGE RD BIRD BOG - JULY 2	528110			
8600-70-90-909-000-00-40-414000-100.00		Rentals & Leases				.0%			
		0.00	0.00	0.00	100.00				
8600-70-90-909-000-00-40-414100-2,000.00		Leases				105.5%			
		1,562.05	220.00	547.95	-110.00				
2023/07/000244 07/03/2023 API	110.00 VND	001310 VCH	718314	KONICA MINOLTA	Cust No 1316072	527686			
2023/07/000244 07/03/2023 API	110.00 VND	001310 VCH	718320	KONICA MINOLTA	Cust No 1316072	527686			
8600-70-90-909-000-00-40-428400-25,000.00		Auditor/Treasurer Fee Expense				52.6%			
		13,138.27	0.00	0.00	11,861.73				

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8600 Portage Park District		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-40-428500-	10,000.00		10,000.00	DRETAC 4,547.38	0.00	0.00	5,452.62	45.5%
8600-70-90-909-000-00-40-492100-	78,400.00		98,400.00	Local Share 0.00	0.00	0.00	98,400.00	.0%
TOTAL Park General Admin CS	228,500.00		338,500.00	109,051.97	2,546.17	49,612.48	179,835.55	46.9%
860009095 Park General Admin MS								
8600-70-90-909-000-00-50-500000-	15,000.00		19,000.00	Admin Materials & Supplies 11,786.17	883.70	7,385.83	-172.00	100.9%
2023/07/000244 07/03/2023 API			282.35 VND 001310 VCH 718321	KONICA MINOLTA		Cust No 100133250		527686
2023/07/000244 07/03/2023 API			506.62 VND 052212 VCH 718331	SEACHRIST ERIC		Reimbursement of food and mate		527706
2023/07/001233 07/18/2023 API			94.73 VND 001310 VCH 720096	KONICA MINOLTA		ACCT No 1283755		528526
8600-70-90-909-000-00-50-509000-	8,000.00		10,000.00	Uniforms 4,537.76	0.00	4,462.24	1,000.00	90.0%
8600-70-90-909-000-00-50-510000-	3,000.00		5,213.00	Office Equipment & Furnishings 2,640.72	0.00	2,072.28	500.00	90.4%
8600-70-90-909-000-00-50-530000-	30,000.00		30,000.00	Maintenance Materials/Supp 7,243.09	0.00	12,756.91	10,000.00	66.7%
8600-70-90-909-000-00-50-542000-	20,000.00		20,000.00	Fuel 12,501.47	2,030.60	4,998.53	2,500.00	87.5%
2023/07/000756 07/11/2023 API			351.73 VND 004271 VCH 719337	RAVENNA CITY		JUNE 2023 DIESEL Park District		528115
2023/07/000756 07/11/2023 API			1,678.87 VND 004271 VCH 719340	RAVENNA CITY		JUNE 2023 GAS Park District		528115
8600-70-90-909-000-00-50-544000-	30,000.00		25,000.00	Natural Area Materials & Supp 5,713.27	0.00	9,286.73	10,000.00	60.0%



PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8600	Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-50-596300-5,000.00			6,000.00	Equipment Less Than \$5000 1,952.16	0.00	4,047.84	0.00	100.0%
8600-70-90-909-000-00-50-596600-10,000.00			8,000.00	Furniture & Fixtures 2,234.26	0.00	965.74	4,800.00	40.0%
TOTAL Park General Admin MS 121,000.00			123,213.00	48,608.90	2,914.30	45,976.10	28,628.00	76.8%
860090906 Park General Admin CG								
8600-70-90-909-000-00-60-610000-250,000.00			400,000.00	Land/Easement Purchase 21,382.50	21,382.50	8,000.00	370,617.50	7.3%
2023/07/000338 07/03/2023 API			21,382.50 VND 031224 VCH 718305	DIAMOND TITLE C Settlement Costs -			3783 Pioneer	1003727
8600-70-90-909-000-00-60-610000-BRDRG 0.00			2,501.83	Land Purchase 0.00	0.00	440.00	2,061.83	17.6%
8600-70-90-909-000-00-60-680000-100,000.00			450,000.00	Construction Projects 0.00	0.00	0.00	450,000.00	.0%
8600-70-90-909-000-00-60-680000-DXPAP 0.00			180,320.50	Construction Projects 163,244.96	24,435.67	16,150.54	925.00	99.5%
2023/07/001233 07/18/2023 API			24,435.67 VND 051624 VCH 720092	ECLIPSE COMPANY Dix Park TrailHd Picnic Area -				528506
8600-70-90-909-000-00-60-680000-TLTRL 0.00			103,500.00	Construction Projects 61,045.20	61,045.20	42,454.80	0.00	100.0%
2023/07/000756 07/11/2023 API			61,045.20 VND 051337 VCH 719289	PLATFORM CEMENT CONSTRUCTION SVCS - TRAIL LAKE				528103
8600-70-90-909-000-00-60-680000-TWBLD 0.00			35,160.00	Construction Projects 30,600.00	0.00	4,000.00	560.00	98.4%
8600-70-90-909-000-00-60-680000-TWBDR 0.00			150,000.00	Construction Projects 0.00	0.00	1,000.00	149,000.00	.7%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8600 Portage Park District		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-60-683000-	300,000.00	150,000.00		Engineering Projects	0.00	0.00	150,000.00	.0%
8600-70-90-909-000-00-60-683000-DXP	0.00	8,100.00		Engineering Projects	5,750.00	1,350.00	-3,500.00	143.2%
2023/07/001233 07/18/2023 API	3,100.00	VND 045822 VCH 720094		KARPINSKI ENGIN ENGINEERING SERVICES - Dix Par				528523
2023/07/001233 07/18/2023 API	2,650.00	VND 045822 VCH 720095		KARPINSKI ENGIN ENGINEERING SERVICES Dix Park				528523
8600-70-90-909-000-00-60-683000-SRFDB	0.00	28,992.00		Engineering Projects	100.00	27,900.00	0.00	100.0%
2023/07/001233 07/18/2023 API	100.00	VND 007942 VCH 720093		HAMMONTREE & AS Seasons Rd Fen Restoration				528519
8600-70-90-909-000-00-60-683000-TLTRL	0.00	8,000.00		Engineering Projects	0.00	5,300.00	0.00	100.0%
8600-70-90-909-000-00-60-683000-TWBRD	0.00	20,970.00		Engineering Projects	0.00	1,789.60	18,000.00	14.2%
TOTAL Park General Admin CO	650,000.00	1,537,544.33			112,713.37	108,384.94	1,137,664.33	26.0%
86009099 Park General Admin ME								
8600-70-90-909-000-00-90-910000-	500,000.00	0.00		Transfers Out	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-90-920000-	0.00	500,000.00		Advance Out	0.00	0.00	0.00	100.0%
8600-70-90-909-000-00-90-946720-	20,000.00	36,000.00		Tax Levy Assessment	16,835.16	0.00	88.52	99.8%
2023/07/000244 07/03/2023 API		16,835.16	VND 004261 VCH 718328	PO CO TREASURER 2ND HALF RE TAXES-PORTAGE PARK				527701

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8600	Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL Park General Admin ME		520,000.00	536,000.00	535,911.48	16,835.16	0.00	88.52	100.0%
TOTAL Portage Park District		842,509.00	1,825,522.33	389,596.84	190,444.75	203,973.52	1,231,951.97	32.5%
TOTAL REVENUES		-1,904,773.00	-1,937,517.00	-1,105,291.05	-8,579.47	0.00	-832,225.95	
TOTAL EXPENSES		2,747,282.00	3,763,039.33	1,494,887.89	199,024.22	203,973.52	2,064,177.92	
PRIOR FUND BALANCE					2,897,413.62			
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES					-389,596.84			
REVISED FUND BALANCE					2,507,816.78			

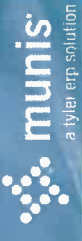
PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8605 Headwaters Trails Improve	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86059092 Headwaters Trails Impr OR							
8605-70-90-909-000-00-20-2900000-	0.00	0.00	Advances In -500,000.00	0.00	0.00	500,000.00	100.0%
TOTAL Headwaters Trails Impr OR	0.00	0.00	-500,000.00	0.00	0.00	500,000.00	100.0%
86059096 Headwaters Trails Impr CO							
8605-70-90-909-000-00-60-6800000-	0.00	29,652.00	Construction Projects 0.00	0.00	0.00	29,652.00	.0%
TOTAL Headwaters Trails Impr CO	0.00	29,652.00	0.00	0.00	0.00	29,652.00	.0%
TOTAL Headwaters Trails Improve	0.00	29,652.00	-500,000.00	0.00	0.00	529,652.00	-1686.2%
TOTAL REVENUES	0.00	0.00	-500,000.00	0.00	0.00	500,000.00	
TOTAL EXPENSES	0.00	29,652.00	0.00	0.00	0.00	29,652.00	
PRIOR FUND BALANCE						29,651.66	
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES						500,000.00	
REVISED FUND BALANCE						529,651.66	



PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8607 Breakneck Creek Watershed	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86079094 Breakneck Creek Water CS							
8607-70-90-909-000-00-40-400000-	0.00	11,973.00	Contractual Services 0.00	0.00	0.00	11,973.00	.0%
TOTAL Breakneck Creek Water CS	0.00	11,973.00	0.00	0.00	0.00	11,973.00	.0%
TOTAL Breakneck Creek Watershed	0.00	11,973.00	0.00	0.00	0.00	11,973.00	.0%
TOTAL EXPENSES	0.00	11,973.00	0.00	0.00	0.00	11,973.00	
PRIOR FUND BALANCE					11,972.39		
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES					.00		
REVISED FUND BALANCE					11,972.39		



PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNT'S FOR: 8612 Morgan Park		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86129095 Morgan Park MS								
8612-70-90-909-000-00-50-5000000-	0.00		1,524.00	Materials & Supplies 0.00	0.00	0.00	1,524.00	.0%
TOTAL Morgan Park MS	0.00		1,524.00	0.00	0.00	0.00	1,524.00	.0%
TOTAL Morgan Park	0.00		1,524.00	0.00	0.00	0.00	1,524.00	.0%
TOTAL EXPENSES	0.00		1,524.00	0.00	0.00	0.00	1,524.00	
PRIOR FUND BALANCE								
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES						1,523.27		
REVISED FUND BALANCE						.00		
						1,523.27		

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8616		Tinkers Creek Greenway Fund	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP	REVISED BUDGET						
86169091 Tinkers Creek Greenway Fund PR							
8616-70-90-909-000-00-10-191000-0.00	0.00	State Grant -58,198.75	-58,198.75		0.00	58,198.75	100.0%
2023/07/000222 07/01/2023 GEN		-58,198.75 REF Oh EPA			NEORDS to EnviroScience		
8616-70-90-909-000-00-10-191000-SRFDB	0.00	State Grant 0.00	0.00		0.00	-556,931.00	.0%
TOTAL Tinkers Creek Greenway Fund		-58,198.75	-58,198.75		0.00	-498,732.25	10.4%
86169094 Tinkers Creek Greenway Fund CS							
8616-70-90-909-000-00-40-400000-0.00	13,485.00	Contractual Services 0.00	0.00		0.00	13,485.00	.0%
TOTAL Tinkers Creek Greenway Fund		0.00	0.00		0.00	13,485.00	.0%
86169096 Tinkers Creek Greenway Fund CO							
8616-70-90-909-000-00-60-680000-0.00	556,931.00	Construction Projects 0.00	0.00		0.00	556,931.00	.0%
8616-70-90-909-000-00-60-680000-SRFDB	0.00	Construction Projects 58,198.75	58,198.75		0.00	-58,198.75	100.0%
2023/07/000222 07/01/2023 GEN		58,198.75 REF Oh EPA			NEORDS to EnviroScience		
TOTAL Tinkers Creek Greenway Fund		58,198.75	58,198.75		0.00	498,732.25	10.4%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8616 Tinkers Creek Greenway Fund		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL Tinkers Creek Greenway Fund		0.00	13,485.00	0.00	0.00	0.00	13,485.00	.0%
TOTAL REVENUES		0.00	-556,931.00	-58,198.75	-58,198.75	0.00	-498,732.25	
TOTAL EXPENSES		0.00	570,416.00	58,198.75	58,198.75	0.00	512,217.25	
PRIOR FUND BALANCE						13,484.40		
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES						.00		
REVISED FUND BALANCE						13,484.40		

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ACCOUNTS FOR: 8617 Eagle Creek Greenway			YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP	REVISED BUDGET						
86179091 Eagle Creek Greenway PR							
8617-70-90-909-000-00-10-191000-ECGOI	0.00	State Grant -14,745.70	-14,745.70	0.00	0.00	-0.30	100.0%
TOTAL Eagle Creek Greenway PR			-14,745.70	0.00	0.00	-0.30	100.0%
86179095 Eagle Creek Greenway MS							
8617-70-90-909-000-00-50-500000-	0.00	Materials & Supplies 0.00	0.00	0.00	0.00	5,326.00	.0%
TOTAL Eagle Creek Greenway MS			0.00	0.00	0.00	5,326.00	.0%
TOTAL Eagle Creek Greenway			-14,745.70	0.00	0.00	5,325.70	156.5%
TOTAL REVENUES			-14,745.70	0.00	0.00	-0.30	
TOTAL EXPENSES			0.00	0.00	0.00	5,326.00	
PRIOR FUND BALANCE							
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES							
REVISED FUND BALANCE							

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 07

JOURNAL DETAIL 2023 7 TO 2023 7

ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
842,509.00	1,872,736.33	-125,148.86	190,444.75	203,973.52	1,793,911.67	4.2%

GRAND TOTAL

** END OF REPORT - Generated by Eric Seachrist **



PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	1	Y	Y
Sequence 2	9	Y	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title: YEAR-TO-DATE BUDGET REPORT

Year/Period: 2023/ 7

Print revenue as credit: Y

Print totals only: N

Suppress zero bal accts: Y

Print full GL account: Y

Double space: N

Roll projects to object: N

Carry forward code: 1

Print journal detail: Y

From Yr/Per: 2023/ 7

To Yr/Per: 2023/ 7

Include budget entries: Y

Incl encumb/liq entries: N

Sort by JE # or PO #: J

Detail format option: 1

Print Full or Short description: F

Print MTD Version: Y

Print Revenues-Version headings: N

Format type: 1

Print revenue budgets as zero: N

Include Fund Balance: Y

Include requisition amount: N

Multiyear view: D

Amounts/totals exceed 999 million dollars: N

Find Criteria

Field Name	Field Value
Fund	86*
Function	
Agency	
Department	
Sub-Depart	
Line	
Column	
Category	
Character Code	
Org	
Object	
Project	
Account type	
Account status	
Rollup Code	

To: Portage Park District Board of Commissioners
From: Christine Craycroft, Executive Director
Re: Executive Director's Staff Update



Board of Commissioners Regular Meeting
August 21, 2023 5:30 PM

Administration/Special Projects

1. Coordinated with Portage Park District Foundation on community outreach events and park plans.
2. Continued planning and pursuit of funding for multiple acquisitions and development projects.
3. Presented on history of Portage Parks, progress and plans to multiple groups.
4. Assisted with draft of fall Program Guide, survey and plans for mailer.
5. Created Frequently Asked Questions guide addressing Park District uses and plans for using levy proceeds.
6. Continued coordination with staff on press releases, public outreach and work plans.
7. Continued coordination with WRLC on Portage Meadows project and grant applications.
8. Working with County Engineer office regarding additional engineering and easement for Ravenna Road bridge project.

Park Operations, Maintenance, and Improvement

1. Maintenance/Operations
 - a. Continue to perform routine tasks including restroom cleaning and trash removal, inventory, and supply management, building maintenance, vehicle and equipment maintenance, trail checks, trail maintenance and downed tree removal.
 - b. Continued weekly monitoring of Beaver activity at Trail Lake Dam and Seneca Ponds.
2. Park Improvements
 - a. The removal of the pool house structure at Towner's Woods is complete.
 - b. Trail Lake Park: Karpinski Engineering is in discussion with the contractors, Platform, to remedy the situation of the incorrect material used on the picnic platform.
 - c. Continued discussion with Director Craycroft on the rebid of the Brady Switch Tower.
 - d. Two new benches installed on the Portage Hike & Bike through an Eagle Scout Project with Troop 280.

Natural Areas Stewardship

Stewardship and Restoration

1. Verna Beck Preserve- Co-op workdays with TNC controlling phragmites and cattails on both PPD and TNC properties. This work aims to protect rare plant populations and habitat on TNC's Beck Fen SNP and restore quality habitat on VBP. Previous work at VBP is showing great results.
2. Eagle Creek Greenway and Bird Family Bog- maintenance mowing of planted native meadow areas.
3. Morgan Park- beaver dam control for Babcock Rd., invasive shrub control.
4. Portage Meadows- teamed up with Ops, clearing and mowing to facilitate access.

Projects/Planning

1. Review of OH hunting regs, annual deer harvest reports and other resources to develop guidelines for PPD hunters. Worked with Chris, Kevin and Holly to roll out PPD's pilot deer archery program.

2. Portage Meadows- LEAP field day/bioblitz on Jul 26. ~50 participants. WRLC is compiling the species lists. NAS is mapping potential meadow restoration areas and invasive plants for potential partnership with USFWS for establishment and removal. Data gathering and bathymetric map generation complete for the two larger lakes. Site meeting with WRLC and Ohio Public Works Commission. Began working on a draft natural resource management plan for Clean OH application.
3. Seasons Fen- monthly meetings; discussed seed collection efforts with TNC to harvest seed from Herrick Fen SNP for Seasons Fen
4. Randolph property visit with Craycroft, advised owners of potential resources for land management projects.

Partnership/Collaboration/Training

1. CRCWMA steering meetings; participated in group workday at TNC property controlling invasive shrubs.
2. Assisted with Portage County Storm Water Task Force workshop with a site visit at Portage Meadows to demonstrate invasive plant spread along roadways.

Public Outreach and Education

From Jen: 'Thank you for the opportunity to serve the Portage County community and lead our Portage Park District Education team!'

- Program Guide for September-December is being prepared for printing & mailing.
- We are collaborating with the Portage Park District Foundation and the Citizens group to have a presence at community events August-early November.
- Education Program Coordinator, Holly Stoneberg is doing an incredible job of delivering park programs! Her report is below:
 - Intern Hannah Michael completed her final project and has been a wonderful addition to the Education Team this summer. Her final day was August 16.
 - We attended the Portage County Jobs and Family Services Back to School Fair and gave PPD pencils to 215 kids and Program Guides to their parents.
 - We are currently working on getting our literature out at the Portage County Fair and participating in other community events for the back-to-school season.
- July 2023 programming numbers:
 - 17 Park Programs with 166 attendees
 - 5 Partner Programs with 118 attendees

Ranger Department for the Month of July

Patrol Activities

Foot patrol miles – 9.2 + 28.96; Bike patrol miles – 80.4 + 52.9; Visitor Contacts – 126 + 103; Building Checks – 2; Warnings – 5 dogs off leash.

Administrative

Ranger Lee – Headwaters Adventure Race; Responded to call of 2 suspicious males on Headwaters Trail at Asbury but did not locate anyone; LEAP BioBlitz; Completed KnowBe4 required training.

Chief Ranger Nietert – Headwaters Adventure Race; KnowBe4 Confessions of a Ransomware Victim and Security Awareness Proficiency Assessment; Found Property Report and Follow-up; Followed up on ATV trail off of Headwaters Trail; Led Ride with a Ranger; LEAP BioBlitz; Removed tent from on edge of Portage Hike and Bike Trail. Received certificate from Ohio Collaborative. Applied for and received

reimbursable grant award for body armor for rangers.

RESOLUTION # 2023-51

Re: Resolution approving Portage Park District expenditures for the month of July 2023

WHEREAS: The following expenditures have been made in July 2023 in the following budget categories:

General Operating Fund #8600		
Description	Payee	Amount
Unit 30 Payroll/Personal Services	Portage County Auditor/Payroll	\$ 64,015.22
Unit 40 Contract Services		\$ 2,546.17
Contract Services: MARCS radio fee, offsetting journal entry for US bank credit (investigating)	Treas. Of State/MARCS, Journal entry	\$ 1,155.00
Training & Reimbursements: training event reimbursement	Rodhe, Stoneberg	\$ 559.04
Utilities: Natural gas at 2 locations, electric at 6 locations	Dominion Energy Ohio, Ohio Edison	\$ 522.13
Maintenance & Repairs: portable toilet service	Portage Portable Toilet	\$ 90.00
Leases: copiers	Konica Minolta	\$ 220.00
Unit 50 Materials & Supplies		\$ 2,914.30
Admin. Materials & Supplies: office paper, reimbursement for event	Konica Minolta, Seachrist	\$ 883.70
Fuel: Gasoline and diesel	City of Ravenna	\$ 2,030.60
Unit 60 Capital		\$ 112,715.37
Land Acquisition: 3783 Pioneer Rd	Diamond Title	\$ 21,382.50
Construction: Trail Lake	Eclipse Company, Platform Cement	\$ 61,045.20
Engineering: Dix Park	Karpinski	\$ 5,750.00
Engineering/Architecture Projects: Season's Road Fen	Hammontree & Assoc	\$ 100.00
Unit 90 General Admin		\$ 16,835.16
Tax Levy Assessment	PC Treasurer	\$ 16,835.16
GENERAL FUND	GRAND TOTAL ALL UNITS 30 THROUGH 90	\$ 199,024.22

WHEREAS The Board of Park Commissioners authorizes expenses by Budgetary Unit per its budget appropriations resolutions, and

WHEREAS These specific expenditures have been approved by the Executive Director per the approved Park District annual budget and Park District bylaws and all copies of invoices and receipts are available upon request.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Portage Park District hereby approves the above expenditures made in July 2023, and the attached Then and Now Certificate for expenditures made prior to the purchase order.

Upon a motion by **Orashan** and second by **Hrdy**, the vote was as follows:

C. Engelhart: **Yes** T. Hrdy: **Yes** A. Orashan: **Yes** R. Ruchotzke: **Yes** K. Ruehr: **Yes**

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on August 21, 2023.


Christine Craycroft, Executive Director

RESOLUTION #2023-52

Re: Adoption of LEAP Deer Management Statement

WHEREAS The Lake Erie Allegheny Partnership for Biodiversity (LEAP) is an alliance of conservation partners, including the Portage Park District, other park districts, state agencies, non-profit organizations, and others who share expertise and collaborate for the conservation and restoration of the region's biodiversity, and

WHEREAS Members of the LEAP Deer Conflict Committee developed a LEAP Position Statement on White-tailed Deer Management reflecting the view that that white-tailed deer are an important component of the region's biodiversity, but when factors favor high deer populations they can cause damage to ecosystems and negatively impact human safety, and therefore it is occasionally necessary to use human intervention to manage deer population numbers, and

WHEREAS The LEAP Deer Management Statement complements policies from the Division of Wildlife on deer management, **NOW, THEREFORE BE IT**

RESOLVED that the Board of Commissioners of the Portage Park District hereby approves the attached LEAP White-tailed Deer Management Statement, and directs the Executive Director to add the Portage Park District to the list of LEAP members who have ratified it.

Upon a motion by Ruchotzke and second by Orashan, the vote was as follows:

Allan Orashan Yes Tom Hrdy Yes Charles Engelhart Yes Kurt Ruehr Yes Renee Zimelis Ruchotzke Yes

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on
August 21, 2023


Christine Craycroft, Executive Director

RESOLUTION# 2023-53

Re: Authorizing Portage Park District to submit a Clean Ohio Conservation Fund grant application for the Portage Meadows project

WHEREAS the Portage Park District Board of Commissioners desires to preserve open space, protect water quality, and create opportunities for low impact outdoor recreation; and

WHEREAS the State of Ohio, through the Ohio Public Works Commission, administers financial assistance for conservation purposes through the Clean Ohio Green Space Conservation Program ("Clean Ohio"); and

WHEREAS Portage Park District desires financial assistance under the Clean Ohio Program for its Portage Meadows Project, the acquisition of approximately 550 acres in Shalersville in partnership with the Western Reserve Land Conservancy; and

WHEREAS preservation of the site will help to protect water quality, natural areas, plant and wildlife habitat and provide opportunities for recreation and education; NOW, THEREFORE, BE IT

RESOLVED, by the Board of Commissioners of the Portage Park District:

That the Executive Director is hereby authorized and directed to execute and file an application with the Ohio Public Works Commission requesting Clean Ohio Greenspace Conservation Program Funds and is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance for the acquisition of the Portage Meadows project.

Upon a motion by Engelhart and second by Ruchotzke the vote was as follows:

A. Orashan: Yes T. Hrdy: Yes C. Engelhart: Yes R. Ruchotzke: Yes K. Ruehr: Yes

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on August 21, 2023.


Christine Craycroft, Executive Director

RESOLUTION #2023-54

Re: Grant easement to Portage County for Ravenna Road bridge replacement

WHEREAS Portage County, through the Portage County Engineer, is planning for the replacement of the Ravenna Road bridge adjacent to Towner's Woods, now owned by the Park District, and

WHEREAS Construction of the bridge and trail next to the Towner's Woods entrance drive requires the use of property owned by the Park District, and

WHEREAS The Park District received a formal request and offer letter for granting a Standard Highway easement to Portage County on 0.013 acres of land near the entrance to Towner's Woods, shown in the attached easement agreement as parcel 17-SH, **NOW, THEREFORE BE IT**

RESOLVED that the Board of Commissioners of the Portage Park District hereby authorizes the Executive Director to enter into the attached Standard Highway Easement agreement on parcel 17-SH with Portage County for the Ravenna Road bridge replacement project.

Upon a motion by Hrdy and second by Engelhart, the vote was as follows:

Allan Orashan: Yes Tom Hrdy: Yes Charles Engelhart: Yes Kurt Ruehr: Yes Renee Zimelis Ruchotzke: Yes

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on
August 21, 2023


Christine Craycroft, Executive Director