

Portage Park District
Board of Commissioners Regular Meeting
April 10, 2023 6:00 pm
PPD Operations Center
8505 Nicodemus Road
Shalersville, OH 44266



Agenda

1. Roll Call
2. Public Comment: *Note: members of the public wishing to speak are asked to sign in. Comments will be limited to two minutes per person.*
3. Approve minutes of the March 13, 2023 Regular Meeting (JE 2023-20)
4. Approve minutes of the March 17, 2023 Emergency Meeting (JE 2023-21)
5. Presentation and approval of Financial Statement: March 2023 MTD and YTD Budget Report and Cash Balance Reports (JE 2023-22)
6. Executive Director/Staff Update
7. Other Information/Briefing Items/Policy Updates:
 - a. Ranger policies review: Response to Mass Protests; Vehicle Pursuit
8. Old Business and approval of action items: None
9. New Business and approval of action items:
 - a. RESOLUTION 2023-23: Approve March 2023 Expenditures with Then and Now certificates
 - b. RESOLUTION 2023-24: Appreciation to Tomas Curtis for service
 - c. RESOLUTION 2023-25: Appreciation to Andrea Metzler for service
 - d. RESOLUTION 2023-26: Authorize Clean Ohio Trails application for Headwaters Trail VIII
 - e. RESOLUTION 2023-27: Authorize First Energy Tree Clearing Easement Chagrin Headwaters Preserve
 - f. RESOLUTION 2023-28: Cash Advance to Headwaters Trail Fund
 - g. RESOLUTION 2023-29: Authorize Chagrin Headwaters License agreement for encroachment
 - h. RESOLUTION 2023-30: Adopt Ohio Collaborative Ranger Policies
 - i. RESOLUTION 2023-31: Amend RESOLUTION for the Carlton Purchase and Sale Agreement
10. Executive Session: To discuss the sale or purchase of real estate and the hiring or compensation of personnel
11. Adjourn

Portage Park District
Board of Commissioners Regular Meeting
March 13, 2023 6:00 pm
PPD Operations Center
8505 Nicodemus Road
Shalersville, OH 44266



Minutes

President of the Board Commissioner Kurt Ruehr called the meeting to order at 6:00 pm

1. Roll Call: Commissioners present: Commissioner Charles Engelhart, Commissioner Tom Hrdy, Commissioner Allan Orashan, Commissioner Kurt Ruehr. Commissioner Renee Ruchotzke had an excused absence, with the intention of attending later by videoconference. Staff Present: Christine Craycroft, Executive Director; Craig Alderman, Operations Manager; Bob Lange, Natural Areas Steward; Andrea Metzler, Public Engagement Manager; Kevin Nietert, Chief Ranger; Eric Seachrist, Office Manager; Holly Stoneberg, Education Program Coordinator.
1. Public Comment: None
2. Approve minutes of the February 13, 2023 Regular Meeting: Upon a motion by Orashan and second by Englehart, the minutes were approved with Hrdy abstaining from the vote. (JE 2023-13)
3. Presentation and approval of Financial Statement: February 2023 MTD and YTD Budget Report and Cash Balance Reports: Craycroft asked if Seachrist wanted to add any comments to the report. Seachrist indicated the expenditures were 11% of the annual budget and that spending was on track. Upon a motion by Engelhart, seconded by Hrdy the January reports were approved. (JE 2023-14).
2. Executive Director/Staff Update:
 - a. Craycroft reported that she had worked with First Energy and the Prosecutor's office on a new easement for the Headwaters Trail and would be requesting Board authorization to enter into an agreement pending final review.
 - b. Coordination with Western Reserve Land Conservancy on a proposed Shalersville acquisition, temporarily named the "Portage Meadows" project has continued.
 - c. The Portage Park District Foundation's 25th Annual Environmental Conservation Awards event is scheduled for April 22 at the Kent American Legion Hall. An announcement regarding a future levy campaign will take place. Commissioner Englehart asked how proposed House Bill 1 may affect the proposed levy in terms of property rollbacks. Seachrist reported that current rollback revenues amount to around \$33,000. Englehart stated that the bill could affect overall property valuations. Seachrist stated he would check with OPRA to see what analysis they have performed on the bill.
 - d. The final draft of the Camp Spelman conservation easement was shared with the Lake Spelman Preservation Society. The plan is to close with Diamond Title at the end of March.
 - e. Executed transfer agreements from Portage County Commissioners for Towner's Woods and Franklin Connector Trail parcels have been received. Craycroft requested title reports due to the complexity of intersections and adjoining railroad properties.
 - f. Craycroft is pursuing multiple grants for upcoming projects, including those for use in Headwaters Trail and the Portage Meadows projects.

- g. Operations Manager Alderman reported on the potential re-purposing of the TW residence pool house into an open-air shelter. Alderman met with County Building personnel to give them a better understanding of the project. After discussion, the Board decided to table discussion of amending the contract with Robert Helmling Excavating for the work on the structure until more information about the structure is obtained.
- h. Alderman reported that the bid opening for repairs to Brady Switch Tower had resulted in no bids. He contacted vendors in follow-up to ascertain why, learning that the reasons were varied, including lack of available personnel and the specificity of the type of concrete work that would be required.
- i. Public Engagement manager Metzler reported that she is continuing to develop a calendar of events for the spring and summer.
- j. Education Coordinator Stoneburg reported that the Junior Park Ranger program is set to launch in May. She also coordinated a new regional parks consortium with representatives of different communities to share calendars of events and ideas with other parks and recreation organizations in the county.
- k. Lange reported on Natural Areas, stating the District took delivery of a forestry mulcher through the CRCWMA program which was used at Towner's Woods. Seeding was also performed at the Eagle Creek Greenway. A grant pursued by Specialist Tomas Curtis was awarded for equipment for studying cryptographic flora.

3. Other Information/Briefing Items/Policy Updates:

- a. Ranger policies – Chief Ranger Nietert reported on the policies he had submitted for adoption by resolution later in the meeting. Nietert stated he has submitted three of eight policies so far, which are recognized as best practices by the state and can additionally give the District access to certain grants once the policies are adopted and the District is credentialed.

4. Old Business and approval of action items

None

5. New Business and approval of action items:

- a. Approve February 2023 Expenditures with Then and Now certificates: Upon a motion by Hrdy and second by Engelhart, **RESOLUTION 2023-18** was unanimously approved.
- b. Authorize First Energy Easement Agreement for Headwaters Trail: Upon a motion by Hrdy and second by Orashan, **RESOLUTION 2023-19** was unanimously approved.
- c. Authorize Adoption of Ranger Policies for Ohio Collaborative: Upon a motion by Engelhart and second by Orashan, **RESOLUTION 2023-20** was unanimously approved.
- d. Authorize Change Order to Helmling Demolition Contract: Upon a motion by Orashan and second by Engelhart, the resolution was tabled for future consideration. The motion was unanimously approved. (JE 2023-15)
- e. Authorize the Contract for the Brady Tower Repairs: Upon a motion by Orashan and second by Hrdy, the resolution was stricken from the agenda as no bids had been received. The motion was unanimously approved. (JE 2023-16)
- f. Authorize Job Title and Description Change from Natural Areas Steward to Natural Areas Manager: Upon a motion by Orashan and second by Engelhart, **RESOLUTION 2023-21** was unanimously approved.

6. Executive Session: Englehart motioned to enter into executive session to discuss matters of real estate.

The motion was seconded by Hrdy. The vote was as follows:

Commissioner Engelhart	Yes
Commissioner Hrdy	Yes
Commissioner Orashan	Yes
Commissioner Ruchotzke	Absent
Commissioner Ruehr	Yes

The Board entered executive session at 7:08 pm. **(JE 2023-17).**

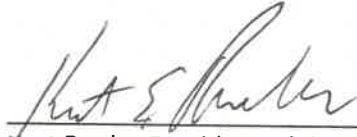
Commissioner Hrdy motioned to exit executive session, seconded by Orashan. The vote was as follows:

Commissioner Engelhart	Yes
Commissioner Hrdy	Yes
Commissioner Orashan	Yes
Commissioner Ruchotzke	Absent
Commissioner Ruehr	Yes

The Commissioners exited executive session at 8:14 pm **(JE 2023-18).**

7. Adjourn: Upon a motion by Engelhart and second by Orashan, the meeting was unanimously adjourned at 8:15 pm.

IN TESTIMONY WHEREOF we hereunto set our hands, 4-10, 2023


Kurt Ruehr, President of the Board


Christine Craycroft, Executive Director

Portage Park District
Board of Commissioners Emergency Meeting
March 17, 2023 10:00 am
Leadership Portage Main Office
112 South Water Street
Kent, OH 44240



Minutes

President of the Board Commissioner Kurt Ruehr called the meeting to order at 10:04 am

1. Roll Call: Commissioners present: Commissioner Tom Hrdy (arrived several minutes late), Commissioner Allan Orashan, Commissioner Kurt Ruehr, Commissioner Renee Ruchotzke. Commissioner Englehart had an excused absence. Staff Present: Christine Craycroft, Executive Director; Eric Seachrist, Office Manager.
2. New Business and approval of action items:
 - a. Authorizing a federal appropriation request for the Portage Meadows Park project: Upon a motion by Orashan and second by Ruchotzke, **RESOLUTION 2023-21** was unanimously approved.
 - b. Appoint representatives to the Portage County Regional Planning Commission: Director Craycroft announced that the District needed to make its annual appointment of representatives for the Regional Planning Commission, recognizing that Commissioner Orashan had performed the duty for at least the past seven years. Orashan stated that he was available to represent for another year and that he found the planning work interesting. He noted that the commission's efforts were advisory and not mandatory, and that the commission itself was a subdivision of the state, not the County, and that some local jurisdictions elected not to participate in the commission. Upon a motion by Ruchotzke and second by Hrdy, the action was unanimously approved (JE 2023-19).
3. Adjourn: Upon a motion by Hrdy and second by Ruchotzke, the meeting was unanimously adjourned at 10:37 am.

IN TESTIMONY WHEREOF we hereunto set our hands, April 10, 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 March 2023				
GENERAL FUND				
BEGINNING AUDITOR'S CASH BALANCE	March 1		\$	2,557,042.77
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD ACTUAL	March MTD ACTUAL	YTD Percentage Collected of Budget
152000 Contract Services	1,000.00	0.00	0.00	0.0%
15300 Fees	100.00	0.00	0.00	0.0%
160000 Gifts & Donations	6,650.00	0.00	0.00	0.0%
192400 State Aid/Subsidy	85,000.00	0.00	0.00	0.0%
General Program Revenues subtotal	92,750.00	0.00	0.00	0.0%
200300 Real Estate Homestead Rollback (from State)	32,744.00	0.00	0.00	0.0%
221000 Real Estate Tax	1,791,023.00	970,510.26	970,510.26	54.2%
224000 Manufactured Homes Property Tax	0.00	7,319.50	7,319.50	
230000 Interest	10,000.00	9,068.97	3,538.28	90.7%
241000 Oil & Gas Leases	10,000.00	7,096.02	325.59	71.0%
243000 Credit Card Incentives	1,000.00	0.00	0.00	0.0%
250000 Refunds and Reimbursements	0.00	9,328.58	9,328.58	
General Operations Revenue	1,844,767.00	1,003,323.33	991,022.21	54.4%
SUBTOTAL REVENUES	1,937,517.00	1,003,323.33	991,022.21	51.8%
2022 Cash Carryover		2,897,413.62		100.0%
TOTAL REVENUES, CARRYOVER & OTHER SOURCES	1,937,517.00	3,900,736.95	3,548,064.98	201.3%
EXPENDITURES & OTHER USES	REVISED BUDGET	YTD ACTUAL	March MTD ACTUAL	YTD Percentage Expended of Budget
311200 FT Employee Salaries	640,000.00	167,467.70	73,768.80	26.2%
311300 PT Employee Salaries	100,000.00	19,120.97	7,358.40	19.1%
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	0.00	0.00	0.0%
321010 PERS	103,600.00	26,122.45	11,357.83	25.2%
321200 Medicare	10,730.00	2,646.57	1,151.07	24.7%
321300 Workers Compensation	9,452.00	3,171.88	1,379.10	33.6%
321400 Unemployment	10,000.00	0.00	0.00	0.0%
321500 Health Benefits	300,000.00	29,060.50	12,454.50	9.7%
30 Personal Services Unit Total	1,227,782.00	247,590.07	107,469.70	20.2%
400000 Admin Contractual Services	40,000.00	13,286.60	1,907.56	33.2%
400100 Training, Lodging & Memberships	15,000.00	3,268.90	962.96	21.8%
400101 Registration Fees	0.00	50.00	0.00	
410000 Utilities: AT&T, Dominion, Ohio Edison, Verizon	20,000.00	6,786.65	2,664.26	33.9%
412000 Advertising, Marketing & Events	18,000.00	3,215.97	605.14	17.9%
413000 Maintenance & Repairs	30,000.00	5,734.57	5,054.91	19.1%
414000 Rentals and Leases	100.00	0.00	0.00	0.0%
414100 Leases	2,000.00	727.86	104.20	36.4%
428400 Auditor/Treasurer Fee	25,000.00	13,128.12	13,128.12	52.5%
428500 DRETAC	10,000.00	4,536.68	4,536.68	45.4%
492100 Local Share	78,400.00	0.00	0.00	0.0%
40 Contractual Services Unit Total	238,500.00	50,735.35	28,963.83	21.3%
500000 Admin Materials & Supplies	15,000.00	1,822.16	820.14	12.1%
509000 Uniforms	8,000.00	3,156.34	2,009.78	39.5%
510000 Office Equipment & Furnishings	5,213.00	2,263.93	0.00	43.4%
530000 Maintenance Materials & Supplies	30,000.00	5,037.93	3,271.53	16.8%
542000 Fuel	20,000.00	5,050.30	1,943.95	25.3%
544000 Natural Areas Materials & Supplies	30,000.00	532.17	266.96	1.8%
596300 Equipment Less than \$5000	5,000.00	0.00	0.00	0.0%
596600 Furniture & Fixtures	10,000.00	615.00	615.00	6.2%
50 Materials & Supplies Unit Total	123,213.00	18,477.83	8,927.36	15.0%
610000 Land/Easement Purchase	250,000.00	0.00	0.00	0.0%
610000 Land/Easement Purchase-Bird Bog	2,501.83	0.00	0.00	0.0%
680000 Construction Projects	100,000.00	0.00	0.00	0.0%
680000 Construction Projects DXPAV	180,320.50	138,809.29	0.00	77.0%
680000 Construction Projects TLRL	103,500.00	0.00	0.00	0.0%
680000 Construction Projects TWBLD	35,160.00	15,600.00	0.00	44.4%
680000 Construction Projects TWBRD	0.00	331.15	331.15	
683000 Engineering Projects	300,000.00	0.00	0.00	0.0%
683000 Engineering Projects DXPAV	8,100.00	4,500.00	0.00	55.6%
683000 Engineering Projects - SRFDB - Seasons Rd Fen Design Build Restoration Project	28,992.00	544.00	0.00	1.9%
683000 Engineering Projects - TLRL- Trail Lake Picnic Area	8,000.00	2,700.00	0.00	33.8%
683000 Engineering Projects - TWBRD Brady Tower	20,970.00	0.00	0.00	0.0%
60 Capital Outlay Unit Total	1,037,544.33	162,484.44	331.15	15.7%
910000 Transfer Out	500,000.00	0.00	0.00	0.0%
946720 Tax Levy Assessment	20,000.00	19,076.32	0.00	95.4%
90 Miscellaneous Expenses Unit Total	520,000.00	19,076.32	0.00	3.7%
GRAND TOTAL EXPENDITURES & OTHER USES	3,147,039.33	498,364.01	145,692.04	15.8%
ENDING AUDITOR'S CASH BALANCE	March 31 (= Cash Carryover + YTD Revenues- YTD Expenses) (Also = Auditor Beginning cash balance March 1st + MTD revenues - MTD expenses)		\$	3,402,372.94

PORTAGE COUNTY

Auditor Treasurer Reconciliation Report



ALL FUNDS SUMMARY THROUGH 03/31/2023

FUND	03/01/23 AUDITOR CASH BALANCE +	TOTAL RECEIPTS -	TOTAL EXPENDITURES =	ENDING AUDITOR CASH BALANCE -	OUTSTANDING ENCUMBRANCES =	UNENCUMBERED BALANCE
FUND 8611 TOTALS:	.00	.00	.00	.00	.00	.0
8612 Morgan Park	1,523.27	.00	.00	1,523.27	.00	1,523.2
FUND 8612 TOTALS:	1,523.27	.00	.00	1,523.27	.00	1,523.2
8613 Franklin Bog Park	.00	.00	.00	.00	.00	.0
FUND 8613 TOTALS:	.00	.00	.00	.00	.00	.0
8614 Red Fox Boat Access	.00	.00	.00	.00	.00	.0
FUND 8614 TOTALS:	.00	.00	.00	.00	.00	.0
8615 Kent Bog	.00	.00	.00	.00	.00	.0
FUND 8615 TOTALS:	.00	.00	.00	.00	.00	.0
8616 Tinkers Creek Green	13,484.40	.00	.00	13,484.40	.00	13,484.4
FUND 8616 TOTALS:	13,484.40	.00	.00	13,484.40	.00	13,484.4
8617 Eagle Creek Greenwa	12,099.24	.00	.00	12,099.24	.00	12,099.2
FUND 8617 TOTALS:	12,099.24	.00	.00	12,099.24	.00	12,099.2
REPORT TOTALS:	2,625,773.73	991,022.21	145,692.04	3,471,103.90	346,942.38	3,124,161.5

** END OF REPORT - Generated by kate Church **

PORTAGE COUNTY



Auditor Treasurer Reconciliation Report

ALL FUNDS SUMMARY THROUGH 03/31/2023

FUND	03/01/23 AUDITOR CASH BALANCE +	TOTAL RECEIPTS -	EXPENDITURES =	TOTAL	ENDING AUDITOR CASH BALANCE -	OUTSTANDING ENCUMBRANCES =	UNENCUMBERED BALANCE
8600 Portage Park Distri	2,557,042.77	-991,022.21	145,692.04	3,402,372.94	3,402,372.94	346,942.38	3,055,430.5
FUND 8600 TOTALS:	2,557,042.77	991,022.21	145,692.04	3,402,372.94	3,402,372.94	346,942.38	3,055,430.5
8601 PCPD Local Communit	.00	.00	.00	.00	.00	.00	.0
FUND 8601 TOTALS:	.00	.00	.00	.00	.00	.00	.0
8603 PCPD Townners Woods	.00	.00	.00	.00	.00	.00	.0
FUND 8603 TOTALS:	.00	.00	.00	.00	.00	.00	.0
8604 Portage Hike & Bike	.00	.00	.00	.00	.00	.00	.0
FUND 8604 TOTALS:	.00	.00	.00	.00	.00	.00	.0
8605 Headwaters Trails I	29,651.66	.00	.00	29,651.66	29,651.66	.00	29,651.6
FUND 8605 TOTALS:	29,651.66	.00	.00	29,651.66	29,651.66	.00	29,651.6
8606 Dix Park Improvemen	.00	.00	.00	.00	.00	.00	.0
FUND 8606 TOTALS:	.00	.00	.00	.00	.00	.00	.0
8607 Breakneck Creek wat	11,972.39	.00	.00	11,972.39	11,972.39	.00	11,972.3
FUND 8607 TOTALS:	11,972.39	.00	.00	11,972.39	11,972.39	.00	11,972.3
8608 PCPD Franklin Conne	.00	.00	.00	.00	.00	.00	.0
FUND 8608 TOTALS:	.00	.00	.00	.00	.00	.00	.0
8609 PCPD FEMA	.00	.00	.00	.00	.00	.00	.0
FUND 8609 TOTALS:	.00	.00	.00	.00	.00	.00	.0
8610 Breakneck Creek wat	.00	.00	.00	.00	.00	.00	.0
FUND 8610 TOTALS:	.00	.00	.00	.00	.00	.00	.0
8611 Berlin Lake Trail	.00	.00	.00	.00	.00	.00	.0

PORTAGE COUNTY



Auditor Treasurer Reconciliation Report

FUND	AS OF 03/01/2023			AS OF 03/31/2023		
	TREASURER CASH BALANCE	-	OUTSTANDING WARRANTS	=	AUDITOR CASH BALANCE	
FUND 8611 TOTALS:	.00		.00		.00	
8612 Morgan Park	.00		.00		.00	
	1,523.27		.00		1,523.27	
FUND 8612 TOTALS:	1,523.27		.00		1,523.27	
8613 Franklin Bog Park	.00		.00		.00	
FUND 8613 TOTALS:	.00		.00		.00	
8614 Red Fox Boat Access Fund	.00		.00		.00	
FUND 8614 TOTALS:	.00		.00		.00	
8615 Kent Bog	.00		.00		.00	
FUND 8615 TOTALS:	.00		.00		.00	
8616 Tinkers Creek Greenway Fund	13,484.40		.00		13,484.40	
FUND 8616 TOTALS:	13,484.40		.00		13,484.40	
8617 Eagle Creek Greenway	12,099.24		.00		12,099.24	
FUND 8617 TOTALS:	12,099.24		.00		12,099.24	
REPORT TOTALS:	2,625,933.73	160.00	2,625,773.73		3,471,103.90	5,098.46
						3,476,202.36

PORTAGE COUNTY

Auditor Treasurer Reconciliation Report



FUND	AS OF 03/01/2023			AS OF 03/31/2023		
	TREASURER CASH BALANCE	OUTSTANDING WARRANTS	AUDITOR CASH BALANCE	AUDITOR CASH BALANCE	OUTSTANDING WARRANTS	TREASURER CASH BALANCE
8600 Portage Park District	2,557,202.77	160.00	2,557,042.77	3,402,372.94	5,098.46	3,407,471.40
FUND 8600 TOTALS:	2,557,202.77	160.00	2,557,042.77	3,402,372.94	5,098.46	3,407,471.40
8601 PCPD Local Community	.00	.00	.00	.00	.00	.00
FUND 8601 TOTALS:	.00	.00	.00	.00	.00	.00
8603 PCPD Towners Woods Improvement	.00	.00	.00	.00	.00	.00
FUND 8603 TOTALS:	.00	.00	.00	.00	.00	.00
8604 Portage Hike & Bike Trail	.00	.00	.00	.00	.00	.00
FUND 8604 TOTALS:	.00	.00	.00	.00	.00	.00
8605 Headwaters Trails Improve	29,651.66	.00	29,651.66	29,651.66	.00	29,651.66
FUND 8605 TOTALS:	29,651.66	.00	29,651.66	29,651.66	.00	29,651.66
8606 Dix Park Improvements	.00	.00	.00	.00	.00	.00
FUND 8606 TOTALS:	.00	.00	.00	.00	.00	.00
8607 Breakneck Creek Watershed	11,972.39	.00	11,972.39	11,972.39	.00	11,972.39
FUND 8607 TOTALS:	11,972.39	.00	11,972.39	11,972.39	.00	11,972.39
8608 PCPD Franklin Connect Trail	.00	.00	.00	.00	.00	.00
FUND 8608 TOTALS:	.00	.00	.00	.00	.00	.00
8609 PCPD FEMA	.00	.00	.00	.00	.00	.00
FUND 8609 TOTALS:	.00	.00	.00	.00	.00	.00
8610 Breakneck Creek Watershed	.00	.00	.00	.00	.00	.00
FUND 8610 TOTALS:	.00	.00	.00	.00	.00	.00
8611 Berlin Lake Trail	.00	.00	.00	.00	.00	.00

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Sequence 1 Field # Total Y Page Break 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/ 3
Print revenue as credit: Y
Print totals only: N
Suppress zero bal accts: N
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/ 3
To Yr/Per: 2023/ 3
Include budget entries: Y
Inc] encumb/liq entries: N
Sort by JE # or PO #: 3
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

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 03

JOURNAL DETAIL 2023 3 TO 2023 3

ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
842,509.00	1,209,522.33	-511,732.60	-845,330.17	346,942.38	1,374,312.55	-13.6%

GRAND TOTAL

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

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 03

JOURNAL DETAIL 2023 3 TO 2023 3

ACCOUNTS FOR: 8617 Eagle Creek Greenway	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL Eagle Creek Greenway CO	0.00	0.00	0.00	0.00	0.00	0.00	.0%
86179099 Eagle Creek Greenway ME							
8617-70-90-909-000-00-90-910000-	0.00	0.00	Transfers Out 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-90-921000-	0.00	0.00	Advance Out Returns 0.00	0.00	0.00	0.00	.0%
TOTAL Eagle Creek Greenway ME	0.00	0.00	0.00	0.00	0.00	0.00	.0%
TOTAL Eagle Creek Greenway	0.00	0.00	-6,773.28	0.00	0.00	6,773.28	100.0%
TOTAL REVENUES	0.00	0.00	-6,773.28	0.00	0.00	6,773.28	

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 8617 Eagle Creek Greenway		JOURNAL DETAIL 2023 3 TO 2023 3				
ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8617-70-90-909-000-00-40-400000-ECGII	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-40-400000-ECGOI	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
TOTAL Eagle Creek Greenway CS	0.00	0.00	0.00	0.00	0.00	.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	.0%
8617-70-90-909-000-00-50-500000-ECGOI	0.00	Materials & Supplies 0.00	0.00	0.00	0.00	.0%
TOTAL Eagle Creek Greenway MS	0.00	0.00	0.00	0.00	0.00	.0%
86179096 Eagle Creek Greenway CO						
8617-70-90-909-000-00-60-610000-	0.00	Land Purchase 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-60-610000-ECGOI	0.00	Land Purchase 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-60-680000-	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-60-680000-ECGOI	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-60-683000-	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-60-683000-ECGOI	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%

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ACCOUNTS FOR: 8617 Eagle Creek Greenway ORIGINAL APPROP REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86179091 Eagle Creek Greenway PR					
8617-70-90-909-000-00-10-160000-0.00	0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-10-191000-0.00	0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-10-191000-ECG01 0.00	-6,773.28	0.00	0.00	6,773.28	100.0%
TOTAL Eagle Creek Greenway PR 0.00	-6,773.28	0.00	0.00	6,773.28	100.0%
86179092 Eagle Creek Greenway OR					
8617-70-90-909-000-00-20-250000-ECG01 0.00	0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-20-280000-0.00	0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-20-290000-0.00	0.00	0.00	0.00	0.00	.0%
TOTAL Eagle Creek Greenway OR 0.00	0.00	0.00	0.00	0.00	.0%
86179094 Eagle Creek Greenway CS					
8617-70-90-909-000-00-40-400000-0.00	0.00	0.00	0.00	0.00	.0%



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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	0.00	0.00	0.00	0.00	0.00	.0%

PRIOR FUND BALANCE
 CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES
 REVISED FUND BALANCE

13,484.40
 .00
 13,484.40

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ACCOUNTS FOR: 8616 Tinkers Creek Greenway Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8616-70-90-909-000-00-60-610000-SRFDB	0.00	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-60-610000-TCGII	0.00	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-60-680000-	0.00	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-60-680000-SRFDB	0.00	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-60-680000-TLLOT	0.00	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-60-683000-TLLOT	0.00	0.00	0.00	0.00	0.00	0.00	.0%
TOTAL Tinkers Creek Greenway Fund	0.00	0.00	0.00	0.00	0.00	0.00	.0%
86169099 Tinkers Creek Greenway Fund ME							
8616-70-90-909-000-00-90-911000-	0.00	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-90-921000-	0.00	0.00	0.00	0.00	0.00	0.00	.0%
TOTAL Tinkers Creek Greenway Fund	0.00	0.00	0.00	0.00	0.00	0.00	.0%

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ACCOUNTS FOR: 8616 Tinkers Creek Greenway Fund		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8616-70-90-909-000-00-20-290000-		0.00	0.00	Advances In 0.00	0.00	0.00	0.00	.0%
TOTAL Tinkers Creek Greenway Fund		0.00	0.00	0.00	0.00	0.00	0.00	.0%
86169094 Tinkers Creek Greenway Fund CS								
8616-70-90-909-000-00-40-400000-		0.00	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-40-400000-SRFDB		0.00	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-40-400000-TCGII		0.00	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-40-400000-TLTRL		0.00	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
TOTAL Tinkers Creek Greenway Fund		0.00	0.00	0.00	0.00	0.00	0.00	.0%
86169095 Tinkers Creek Greenway Fund ME								
8616-70-90-909-000-00-50-500000-		0.00	0.00	Materials & Supplies 0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-50-500000-SRFDB		0.00	0.00	Materials & Supplies 0.00	0.00	0.00	0.00	.0%
TOTAL Tinkers Creek Greenway Fund		0.00	0.00	0.00	0.00	0.00	0.00	.0%
86169096 Tinkers Creek Greenway Fund CO								
8616-70-90-909-000-00-60-610000-				Land Purchase				

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ACCOUNTS FOR: 8616 ORIGINAL APPROP	Tinkers Creek Greenway Fund REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86169091 Tinkers Creek Greenway Fund PR						
8616-70-90-909-000-00-10-152000-SRFDB	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-10-160000-	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-10-190000-						
8616-70-90-909-000-00-10-190000-	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-10-191000-						
8616-70-90-909-000-00-10-191000-	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-10-191000-SRFDB						
8616-70-90-909-000-00-10-191000-SRFDB	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-10-195000-						
8616-70-90-909-000-00-10-195000-	0.00	0.00	0.00	0.00	0.00	.0%
TOTAL Tinkers Creek Greenway Fund						
	0.00	0.00	0.00	0.00	0.00	.0%
86169092 Tinkers Creek Greenway Fund OR						
8616-70-90-909-000-00-20-280000-	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-20-280000-SRFDB						
8616-70-90-909-000-00-20-280000-SRFDB	0.00	0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-20-281000-						
8616-70-90-909-000-00-20-281000-	0.00	0.00	0.00	0.00	0.00	.0%

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ACCOUNTS FOR: 8612 Morgan Park	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL Morgan Park	0.00	0.00	0.00	0.00	0.00	0.00	.0%
PRIOR FUND BALANCE							
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES							
REVISED FUND BALANCE							
					1,523.27		
					.00		
					1,523.27		

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JOURNAL DETAIL 2023 3 TO 2023 3

ACCOUNTS FOR: 8612 Morgan Park ORIGINAL APPROP REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL Morgan Park CS 0.00	0.00	0.00	0.00	0.00	.0%
86129095 Morgan Park MS					
8612-70-90-909-000-00-50-500000- 0.00	Materials & Supplies 0.00	0.00	0.00	0.00	.0%
TOTAL Morgan Park MS 0.00	0.00	0.00	0.00	0.00	.0%
86129096 Morgan Park CO					
8612-70-90-909-000-00-60-610000- 0.00	Land Purchase 0.00	0.00	0.00	0.00	.0%
8612-70-90-909-000-00-60-680000- 0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8612-70-90-909-000-00-60-683000- 0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
TOTAL Morgan Park CO 0.00	0.00	0.00	0.00	0.00	.0%
86129099 Morgan Park ME					
8612-70-90-909-000-00-90-921000- 0.00	Advance Out Returns 0.00	0.00	0.00	0.00	.0%
TOTAL Morgan Park ME 0.00	0.00	0.00	0.00	0.00	.0%

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ACCOUNTS FOR: 8612 Morgan Park ORIGINAL APPROP REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86129091 Morgan Park PR					
8612-70-90-909-000-00-10-160000-0.00	0.00	0.00	0.00	0.00	.0%
	Gifts And Donations 0.00	0.00			
8612-70-90-909-000-00-10-191000-0.00	0.00	0.00	0.00	0.00	.0%
	State Grant 0.00	0.00			
8612-70-90-909-000-00-10-195000-0.00	0.00	0.00	0.00	0.00	.0%
	Local Grant 0.00	0.00			
TOTAL Morgan Park PR	0.00	0.00	0.00	0.00	.0%
86129092 Morgan Park OR					
8612-70-90-909-000-00-20-230000-0.00	0.00	0.00	0.00	0.00	.0%
	Interest 0.00	0.00			
8612-70-90-909-000-00-20-280000-0.00	0.00	0.00	0.00	0.00	.0%
	Transfer In 0.00	0.00			
8612-70-90-909-000-00-20-290000-0.00	0.00	0.00	0.00	0.00	.0%
	Advances In 0.00	0.00			
TOTAL Morgan Park OR	0.00	0.00	0.00	0.00	.0%
86129094 Morgan Park CS					
8612-70-90-909-000-00-40-400000-0.00	0.00	0.00	0.00	0.00	.0%
	Contractual Services 0.00	0.00			

PORTAGE COUNTY

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ACCOUNTS FOR: 8607 Breakneck Creek watershed	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8607-70-90-909-000-00-60-683000-0.00		0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
TOTAL Breakneck Creek Water CO		0.00	0.00	0.00	0.00	0.00	.0%
86079099 Breakneck Creek watershed ME							
8607-70-90-909-000-00-90-910000-0.00		0.00	Transfers Out 0.00	0.00	0.00	0.00	.0%
TOTAL Breakneck Creek watershed M		0.00	0.00	0.00	0.00	0.00	.0%
TOTAL Breakneck Creek watershed		0.00	0.00	0.00	0.00	0.00	.0%
PRIOR FUND BALANCE					11,972.39		
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES					.00		
REVISED FUND BALANCE					11,972.39		

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ACCOUNTS FOR: 8607 Breakneck Creek Watershed		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86079091 Breakneck Creek Water PR								
8607-70-90-909-000-00-10-153000-0.00			0.00	Fees 0.00	0.00	0.00	0.00	.0%
TOTAL Breakneck Creek Water PR			0.00	0.00	0.00	0.00	0.00	.0%
86079094 Breakneck Creek Water CS								
8607-70-90-909-000-00-40-400000-0.00			0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
TOTAL Breakneck Creek Water CS			0.00	0.00	0.00	0.00	0.00	.0%
86079095 Breakneck Creek Water MS								
8607-70-90-909-000-00-50-500000-0.00			0.00	Materials & Supplies 0.00	0.00	0.00	0.00	.0%
TOTAL Breakneck Creek Water MS			0.00	0.00	0.00	0.00	0.00	.0%
86079096 Breakneck Creek Water CO								
8607-70-90-909-000-00-60-610000-0.00			0.00	Land Purchase 0.00	0.00	0.00	0.00	.0%
8607-70-90-909-000-00-60-680000-0.00			0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%

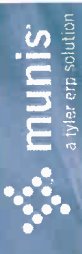
PORTAGE COUNTY

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ACCOUNTS FOR: 8605	Headwaters Trails Improve	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8605-70-90-909-000-00-60-683000-HMVII		0.00	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
TOTAL Headwaters Trails Impr CO		0.00	0.00	0.00	0.00	0.00	0.00	.0%
86059098 Headwaters Trails Impr DE								
8605-70-90-909-000-00-80-830000-		0.00	0.00	Loan Principal Payment 0.00	0.00	0.00	0.00	.0%
TOTAL Headwaters Trails Impr DE		0.00	0.00	0.00	0.00	0.00	0.00	.0%
86059099 Headwaters Trails Impr ME								
8605-70-90-909-000-00-90-920000-		0.00	0.00	Advance Out 0.00	0.00	0.00	0.00	.0%
8605-70-90-909-000-00-90-921000-		0.00	0.00	Advance Out Returns 0.00	0.00	0.00	0.00	.0%
TOTAL Headwaters Trails Impr ME		0.00	0.00	0.00	0.00	0.00	0.00	.0%
TOTAL Headwaters Trails Improve		0.00	0.00	0.00	0.00	0.00	0.00	.0%
PRIOR FUND BALANCE				29,651.66				
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES				.00				
REVISED FUND BALANCE				29,651.66				



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ACCOUNTS FOR: 8605 Headwaters Trails Improve		JOURNAL DETAIL 2023 3 TO 2023 3				
ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86059094 Headwaters Trails Impr CS						
8605-70-90-909-000-00-40-400000-0.00	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
TOTAL Headwaters Trails Impr CS	0.00	0.00	0.00	0.00	0.00	.0%
86059095 Headwaters Trails Impr MS						
8605-70-90-909-000-00-50-500000-0.00	0.00	Materials & supplies 0.00	0.00	0.00	0.00	.0%
TOTAL Headwaters Trails Impr MS	0.00	0.00	0.00	0.00	0.00	.0%
86059096 Headwaters Trails Impr CO						
8605-70-90-909-000-00-60-610000-0.00	0.00	Land Purchase 0.00	0.00	0.00	0.00	.0%
8605-70-90-909-000-00-60-680000-0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8605-70-90-909-000-00-60-680000-HMWII 0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8605-70-90-909-000-00-60-683000-0.00	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%

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ACCOUNTS FOR: 8605 Headwaters Trails Improve	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86059091 Headwaters Trails Impr PR							
8605-70-90-909-000-00-10-153000-	0.00	0.00	Fees 0.00	0.00	0.00	0.00	.0%
8605-70-90-909-000-00-10-160000-	0.00	0.00	Gifts And Donations 0.00	0.00	0.00	0.00	.0%
8605-70-90-909-000-00-10-190000-	0.00	0.00	Federal Grant 0.00	0.00	0.00	0.00	.0%
8605-70-90-909-000-00-10-191000-	0.00	0.00	State Grant 0.00	0.00	0.00	0.00	.0%
8605-70-90-909-000-00-10-195000-	0.00	0.00	Local Grant 0.00	0.00	0.00	0.00	.0%
TOTAL Headwaters Trails Impr PR	0.00	0.00	0.00	0.00	0.00	0.00	.0%
86059092 Headwaters Trails Impr OR							
8605-70-90-909-000-00-20-263000-	0.00	0.00	Loan Proceeds 0.00	0.00	0.00	0.00	.0%
8605-70-90-909-000-00-20-280000-	0.00	0.00	Transfer In 0.00	0.00	0.00	0.00	.0%
8605-70-90-909-000-00-20-290000-	0.00	0.00	Advances In 0.00	0.00	0.00	0.00	.0%
TOTAL Headwaters Trails Impr OR	0.00	0.00	0.00	0.00	0.00	0.00	.0%

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ACCOUNTS FOR: 8600 Portage Park District		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-80-831000-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-80-831000-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	.0%
TOTAL Park General Admin DE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	.0%
86009099 Park General Admin ME								
8600-70-90-909-000-00-90-910000-	500,000.00	500,000.00	500,000.00	0.00	0.00	0.00	500,000.00	.0%
8600-70-90-909-000-00-90-920000-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-90-946720-	20,000.00	20,000.00	20,000.00	19,076.32	0.00	923.68	0.00	100.0%
TOTAL Park General Admin ME	520,000.00	520,000.00	520,000.00	19,076.32	0.00	923.68	500,000.00	3.8%
TOTAL Portage Park District	842,509.00	1,209,522.33	-504,959.32	-845,330.17	346,942.38	0.00	1,367,539.27	-13.1%
TOTAL REVENUES	-1,904,773.00	-1,937,517.00	-1,003,323.33	-991,022.21	0.00	0.00	-934,193.67	
TOTAL EXPENSES	2,747,282.00	3,147,039.33	498,364.01	145,692.04	346,942.38	346,942.38	2,301,732.94	
PRIOR FUND BALANCE							2,897,413.62	
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES							504,959.32	
REVISED FUND BALANCE							3,402,372.94	

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FOR 2023 03

JOURNAL DETAIL 2023 3 TO 2023 3

ACCOUNTS FOR: 8600	Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-00-60-683000-MRGOP	0.00	0.00	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-60-683000-SRFDB	0.00	28,992.00	0.00	Engineering Projects 544.00	0.00	28,448.00	0.00	100.0%
8600-70-90-909-000-00-00-60-683000-TLLOT	0.00	0.00	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-60-683000-TLTRL	0.00	8,000.00	0.00	Engineering Projects 2,700.00	0.00	5,300.00	0.00	100.0%
8600-70-90-909-000-00-00-60-683000-TWBLD	0.00	0.00	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-60-683000-TWBRD	0.00	20,970.00	0.00	Engineering Projects 0.00	0.00	2,970.00	18,000.00	14.2%
TOTAL Park General Admin CO	650,000.00	1,037,544.33		162,484.44	331.15	212,513.06	662,546.83	36.1%
86009097 Park General Admin OE								
8600-70-90-909-000-00-00-70-700000-	0.00	0.00	0.00	Miscellaneous 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-70-710000-	0.00	0.00	0.00	Reimbursements/overpayments 0.00	0.00	0.00	0.00	.0%
TOTAL Park General Admin OE	0.00	0.00		0.00	0.00	0.00	0.00	.0%
86009098 Park General Admin DE								
8600-70-90-909-000-00-00-80-830000-				Loan Principal Payment				

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



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ACCOUNTS FOR: 8600 Portage Park District		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-60-6800000-MRGOP	0.00	0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-6800000-TLLOT	0.00	0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-6800000-TLTRL	0.00	0.00	103,500.00	Construction Projects 0.00	0.00	103,500.00	0.00	100.0%
8600-70-90-909-000-00-60-6800000-TWBLD	0.00	0.00	35,160.00	Construction Projects 15,600.00	0.00	19,000.00	560.00	98.4%
8600-70-90-909-000-00-60-6800000-TWBRD	0.00	0.00	0.00	Construction Projects 331.15	331.15	668.85	-1,000.00	100.0%
2023/03/001171 03/10/2023 API		331.15	VND 001207 VCH 706572	PO CO BUILDING	**Phased approval of Switch To			
8600-70-90-909-000-00-60-6800000-TWGAZ	0.00	0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-6800000-TWMIL	0.00	0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-6830000-	300,000.00	300,000.00	300,000.00	Engineering Projects 0.00	0.00	0.00	300,000.00	.0%
8600-70-90-909-000-00-60-6830000-BRDBG	0.00	0.00	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-6830000-DXPVAV	0.00	0.00	8,100.00	Engineering Projects 4,500.00	0.00	3,600.00	0.00	100.0%
8600-70-90-909-000-00-60-6830000-HWVII	0.00	0.00	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%

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ACCOUNTS FOR: 8600	Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-60-610000-BRDBG	0.00	0.00	2,501.83	Land Purchase 0.00	0.00	440.00	2,061.83	17.6%
8600-70-90-909-000-00-60-610000-TCGII	0.00	0.00	0.00	Land Purchase 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-610000-TWML	0.00	0.00	0.00	Land Purchase 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-620000-	0.00	0.00	0.00	Building Purchase 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-621000-	0.00	0.00	0.00	Building Improvement 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-630000-	0.00	0.00	0.00	Equipment 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-650000-	0.00	0.00	0.00	Vehicles 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-680000-	100,000.00	100,000.00	100,000.00	Construction Projects 0.00	0.00	0.00	100,000.00	.0%
8600-70-90-909-000-00-60-680000-BRDBG	0.00	0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-680000-DXPV	0.00	0.00	180,320.50	Construction Projects 138,809.29	0.00	40,586.21	925.00	99.5%
8600-70-90-909-000-00-60-680000-HWVII	0.00	0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%

PORTAGE COUNTY



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ACCOUNTS FOR: 8600	Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-50-510000-3,000.00		5,213.00		Office Equipment & Furnishings 2,263.93	0.00	2,449.07	500.00	90.4%
8600-70-90-909-000-00-50-521000-0.00		0.00		Photocopy & Printing 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-50-530000-30,000.00		30,000.00		Maintenance Materials/Supp 5,037.93	3,271.53	14,962.07	10,000.00	66.7%
2023/03/000213 03/01/2023 API			2,597.60 VND 002485 VCH 704851	US BANK		**Account 5592 8400 0101 0984		521118
2023/03/002044 03/27/2023 API			673.93 VND 002485 VCH 707809	US BANK		**Account 5592 8400 0101 0984		522513
8600-70-90-909-000-00-50-542000-20,000.00		20,000.00		Fuel 5,050.30	1,943.95	12,449.70	2,500.00	87.5%
2023/03/001631 03/20/2023 API			312.82 VND 004271 VCH 707216	RAVENNA CITY		**2023 February Diesel PARK DI		522175
2023/03/001631 03/20/2023 API			1,631.13 VND 004271 VCH 707217	RAVENNA CITY		**2023 February gasoline PARK		522175
8600-70-90-909-000-00-50-544000-30,000.00		30,000.00		Natural Area Materials & Supp 532.17	266.96	14,467.83	15,000.00	50.0%
2023/03/000213 03/01/2023 API			139.98 VND 002485 VCH 704851	US BANK		**Account 5592 8400 0101 0984		521118
2023/03/002044 03/27/2023 API			126.98 VND 002485 VCH 707809	US BANK		**Account 5592 8400 0101 0984		522513
8600-70-90-909-000-00-50-596300-5,000.00		5,000.00		Equipment Less Than \$5000 0.00	0.00	6,000.00	-1,000.00	120.0%
8600-70-90-909-000-00-50-596410-0.00		0.00		software 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-50-596600-10,000.00		10,000.00		Furniture & Fixtures 615.00	615.00	2,385.00	7,000.00	30.0%
2023/03/002044 03/27/2023 API			615.00 VND 002485 VCH 707809	US BANK		**Account 5592 8400 0101 0984		522513
TOTAL Park General Admin MS		123,213.00		18,477.83	8,927.36	72,207.17	32,528.00	73.6%
121,000.00								
86009096 Park General Admin CO								
8600-70-90-909-000-00-60-610000-250,000.00		250,000.00		Land/Easement Purchase 0.00	0.00	8,000.00	242,000.00	3.2%

PORTAGE COUNTY

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JOURNAL DETAIL 2023 3 TO 2023 3									
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 4,536.68	4,536.68	0.00	5,463.32	45.4%	
2023/03/001786 03/31/2023 GEN		4,349.07 REF Real							
2023/03/001791 03/31/2023 GEN		187.61 REF Mobile							
8600-70-90-909-000-00-40-463000-0.00			0.00	Official Bonds/Insurance 0.00	0.00	0.00	0.00	.0%	
8600-70-90-909-000-00-40-492100-78,400.00			78,400.00	Local Share 0.00	0.00	0.00	78,400.00	.0%	
1st Half Mobile Home Tax									
TOTAL Park General Admin CS		238,500.00		50,735.35	28,963.83	61,298.47	126,466.18	47.0%	
228,500.00									
86009095 Park General Admin MS									
8600-70-90-909-000-00-50-500000-15,000.00			15,000.00	Admin Materials & Supplies 1,822.16	820.14	13,649.84	-472.00	103.1%	
2023/03/000213 03/01/2023 API		465.40 VND 002485 VCH 704851		US BANK		**Account 5592 8400 0101 0984		521118	
2023/03/001631 03/20/2023 API		155.37 VND 001310 VCH 707218		KONICA MINOLTA		**Acct 1316072		522149	
2023/03/002044 03/27/2023 API		199.37 VND 002485 VCH 707809		US BANK		**Account 5592 8400 0101 0984		522513	
8600-70-90-909-000-00-50-500000-BRDBG 0.00			0.00	Materials & supplies 0.00	0.00	0.00	0.00	.0%	
8600-70-90-909-000-00-50-500000-DXPAY 0.00			0.00	Materials & Supplies 0.00	0.00	0.00	0.00	.0%	
8600-70-90-909-000-00-50-500000-NOCEG 0.00			0.00	Materials & Supplies 0.00	0.00	0.00	0.00	.0%	
8600-70-90-909-000-00-50-500000-TWBRD 0.00			0.00	Materials & supplies 0.00	0.00	0.00	0.00	.0%	
8600-70-90-909-000-00-50-509000-8,000.00			8,000.00	Uniforms 3,156.34	2,009.78	5,843.66	-1,000.00	112.5%	
2023/03/000213 03/01/2023 API		1,637.00 VND 002485 VCH 704851		US BANK		**Account 5592 8400 0101 0984		521118	
2023/03/002044 03/27/2023 API		372.78 VND 002485 VCH 707809		US BANK		**Account 5592 8400 0101 0984		522513	

PORTAGE COUNTY

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JOURNAL DETAIL 2023 3 TO 2023 3

ACCOUNTS FOR: 8600 Portage Park District		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
Maintenance & Repairs								
8600-70-90-909-000-00-40-413000-								
2023/03/000697 03/06/2023 API	100.00	VND	001116 VCH 705649	PO CO COMBINED	**PARK DISTRICT Permit 412			521397
2023/03/000697 03/06/2023 API	100.00	VND	001116 VCH 705650	PO CO COMBINED	**PARK DISTRICT Permit 413			521397
2023/03/000697 03/06/2023 API	100.00	VND	001116 VCH 705651	PO CO COMBINED	**PARK DISTRICT Permit 410			521397
2023/03/001171 03/10/2023 API	449.02	VND	004265 VCH 706223	PO CO ENGINEER	**CONSTRUCTION SVCS - sewer je			521820
2023/03/002044 03/27/2023 API	419.15	VND	002485 VCH 707809	US BANK	**Account 5592 8400 0101 0984			522313
8600-70-90-909-000-00-40-413100-	0.00		Vehicle Maintenance & Repairs	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-414000-	100.00		Rentals & Leases	0.00	0.00	0.00	100.00	.0%
8600-70-90-909-000-00-40-414100-	2,000.00		Leases	727.86	104.20	1,272.14	0.00	100.0%
2023/03/001171 03/10/2023 API	104.20	VND	001310 VCH 706415	KONICA MINOLTA	**Acct 1283755			521800
8600-70-90-909-000-00-40-414100-TWPKG	0.00		Leases	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-420000-	0.00		Professional & Technical Servi	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-420100-	0.00		Audit Services	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-428000-	0.00		Event Fees/Membership Dues	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-428400-	25,000.00		Auditor/Treasurer Fee Expense	13,128.12	13,128.12	0.00	11,871.88	52.5%
2023/03/001786 03/31/2023 GEN	12,468.14	REF Real						
2023/03/001791 03/31/2023 GEN	659.98	REF Mobile						
1st Half Mobile Home Tax								

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ACCOUNTS FOR: 8600 ORIGINAL APPROP	Portage Park District REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-00-40-4000000-TWBRD	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-40-400100-15,000.00	15,000.00	Training & Membership 3,268.90	962.96	8,231.10	3,500.00	76.7%
2023/03/000213 03/01/2023 API	962.96 VND	002485 VCH 704851	US BANK	**Account 5592 8400 0101 0984	521118	
8600-70-90-909-000-00-00-40-400101-0.00	0.00	Registration Fees 50.00	0.00	50.00	-100.00	100.0%
8600-70-90-909-000-00-00-40-400104-0.00	0.00	Employee Reimb 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-40-400170-0.00	0.00	Travel (Non-Seminars) 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-40-410000-20,000.00	20,000.00	Utilities 6,786.65	2,664.26	14,213.35	-1,000.00	105.0%
2023/03/000213 03/01/2023 API	361.05 VND	002485 VCH 704851	US BANK	**Account 5592 8400 0101 0984	521118	
2023/03/000697 03/06/2023 API	240.45 VND	002844 VCH 705613	DOMINION ENERGY	**Acct 4 1800 1191 8407	521356	
2023/03/000697 03/06/2023 API	2.27 VND	002875 VCH 705614	OHIO EDISON	**Acct. 110 122 697 896	521393	
2023/03/000697 03/06/2023 API	99.96 VND	002875 VCH 705615	OHIO EDISON	**Acct 110 149 150 416	521393	
2023/03/001171 03/10/2023 API	219.54 VND	002875 VCH 706221	OHIO EDISON	**Acct 110 139 062 985	521812	
2023/03/001171 03/10/2023 API	70.80 VND	002875 VCH 706222	OHIO EDISON	**Acct 110 134 809 943	521810	
2023/03/001171 03/10/2023 API	85.81 VND	002875 VCH 706566	OHIO EDISON	**Acct 110 009 208 841	521810	
2023/03/002044 03/27/2023 API	1,584.38 VND	002485 VCH 707809	US BANK	**Account 5592 8400 0101 0984	522513	
8600-70-90-909-000-00-00-40-412000-18,000.00	18,000.00	Advertising, Marketing, Events 3,215.97	605.14	4,784.03	10,000.00	44.4%
2023/03/000213 03/01/2023 API	275.71 VND	002485 VCH 704851	US BANK	**Account 5592 8400 0101 0984	521118	
2023/03/002044 03/27/2023 API	329.43 VND	002485 VCH 707809	US BANK	**Account 5592 8400 0101 0984	522513	
8600-70-90-909-000-00-00-40-412400-0.00	0.00	Postage 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-40-413000-30,000.00	30,000.00	Maintenance & Repairs 5,734.57	5,054.91	21,714.45	2,550.98	91.5%
2023/03/000213 03/01/2023 API	3,686.74 VND	002485 VCH 704851	US BANK	**Account 5592 8400 0101 0984	521118	
2023/03/000697 03/06/2023 API	100.00 VND	001116 VCH 705647	PO CO COMBINED	**PARK DISTRICT Permit 234	521397	
2023/03/000697 03/06/2023 API	100.00 VND	001116 VCH 705648	PO CO COMBINED	**PARK DISTRICT Permit 411	521397	

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ACCOUNTS FOR: 8600 Portage Park District								
ORIGINAL APPROP		REVISED BUDGET		YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
30,000.00		40,000.00	13,286.60	1,907.56	11,033.40	15,680.00	60.8%	
2023/03/000213	03/01/2023	API	161.27 VND	002485 VCH	704851	US BANK	**Account 5592 8400 0101 0984	521118
2023/03/001631	03/20/2023	API	255.00 VND	002890 VCH	707219	EDWARD H SUTTON	**INSURANCE Policy # 66569391	522126
2023/03/001631	03/20/2023	API	125.00 VND	020381 VCH	707220	OHIO REAL TITLE	**File No 176464H	522162
2023/03/001631	03/20/2023	API	1,225.00 VND	020381 VCH	707221	OHIO REAL TITLE	**File No. 176464	522162
2023/03/002044	03/27/2023	API	141.29 VND	002485 VCH	707809	US BANK	**Account 5592 8400 0101 0984	522513
8600-70-90-909-000-00-40-400000-BRDBG		0.00	Contractual Services	0.00	0.00	0.00	0.00	0.0%
8600-70-90-909-000-00-40-400000-DXPAY		0.00	Contractual Services	0.00	0.00	0.00	0.00	0.0%
8600-70-90-909-000-00-40-400000-ECGII		0.00	Contractual Services	0.00	0.00	0.00	0.00	0.0%
8600-70-90-909-000-00-40-400000-ECGOI		0.00	Contractual Services	0.00	0.00	0.00	0.00	0.0%
8600-70-90-909-000-00-40-400000-EDUOE		0.00	Contractual Services	0.00	0.00	0.00	0.00	0.0%
8600-70-90-909-000-00-40-400000-MRGIN		0.00	Contractual Services	0.00	0.00	0.00	0.00	0.0%
8600-70-90-909-000-00-40-400000-TCGII		0.00	Contractual Services	0.00	0.00	0.00	0.00	0.0%
8600-70-90-909-000-00-40-400000-TCGO3		0.00	Contractual Services	0.00	0.00	0.00	0.00	0.0%
8600-70-90-909-000-00-40-400000-TLTRL		0.00	Contractual Services	0.00	0.00	0.00	0.00	0.0%

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ACCOUNTS FOR: 8600	Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-30-321010-103,600.00			103,600.00	PERS 26,122.45	11,357.83	0.00	77,477.55	25.2%
2023/03/000002 03/03/2023 PRJ			3,858.85	REF 030323		WARRANT=030323	RUN=4 PAYROLL	
2023/03/000844 03/17/2023 PRJ			3,809.47	REF 031723		WARRANT=031723	RUN=4 PAYROLL	
2023/03/001749 03/31/2023 PRJ			3,689.51	REF 033123		WARRANT=033123	RUN=4 PAYROLL	
8600-70-90-909-000-00-30-321200-10,730.00			10,730.00	Medicare 2,646.57	1,151.07	0.00	8,083.43	24.7%
2023/03/000002 03/03/2023 PRJ			391.24	REF 030323		WARRANT=030323	RUN=4 PAYROLL	
2023/03/000844 03/17/2023 PRJ			386.13	REF 031723		WARRANT=031723	RUN=4 PAYROLL	
2023/03/001749 03/31/2023 PRJ			373.70	REF 033123		WARRANT=033123	RUN=4 PAYROLL	
8600-70-90-909-000-00-30-321300-9,452.00			9,452.00	Workers Compensation 3,171.88	1,379.10	0.00	6,280.12	33.6%
2023/03/000002 03/03/2023 PRJ			468.55	REF 030323		WARRANT=030323	RUN=4 PAYROLL	
2023/03/000844 03/17/2023 PRJ			462.56	REF 031723		WARRANT=031723	RUN=4 PAYROLL	
2023/03/001749 03/31/2023 PRJ			447.99	REF 033123		WARRANT=033123	RUN=4 PAYROLL	
8600-70-90-909-000-00-30-321400-10,000.00			10,000.00	Unemployment 0.00	0.00	0.00	10,000.00	.0%
8600-70-90-909-000-00-30-321500-300,000.00			300,000.00	Health Benefits 29,060.50	12,454.50	0.00	270,939.50	9.7%
2023/03/000002 03/03/2023 PRJ			4,151.50	REF 030323		WARRANT=030323	RUN=4 PAYROLL	
2023/03/000844 03/17/2023 PRJ			4,151.50	REF 031723		WARRANT=031723	RUN=4 PAYROLL	
2023/03/001749 03/31/2023 PRJ			4,151.50	REF 033123		WARRANT=033123	RUN=4 PAYROLL	
8600-70-90-909-000-00-30-321520-0.00			0.00	Dental Insurance 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-30-331000-0.00			0.00	Wellness 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-30-332000-0.00			0.00	Other Cash Benefits 0.00	0.00	0.00	0.00	.0%
TOTAL Park General Admin PS			1,227,782.00	247,590.07	107,469.70	0.00	980,191.93	20.2%

86009094: Park General Admin CS

8600-70-90-909-000-00-40-400000-

Contractual services

PORTAGE COUNTY



YEAR-TO-DATE BUDGET REPORT

FOR 2023 03

JOURNAL DETAIL 2023 3 TO 2023 3

ACCOUNTS FOR: 8600 Portage Park District		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-20-280000-	0.00	0.00	0.00	Transfer In 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-20-281000-	0.00	0.00	0.00	Prior Year Correction 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-20-291000-	0.00	0.00	0.00	Advance In Repayment 0.00	0.00	0.00	0.00	.0%
TOTAL Park General Admin OR		-1,812,023.00	-1,844,767.00	-1,003,323.33	-991,022.21	0.00	-841,443.67	54.4%
86009093 Park General Admin PS								
8600-70-90-909-000-00-30-311200-	640,000.00	640,000.00	640,000.00	Employee Full Time salaries 167,467.70	73,768.80	0.00	472,532.30	26.2%
2023/03/000002 03/03/2023 PRJ		24,589.60	REF 030323			WARRANT=030323	RUN=4 PAYROLL	
2023/03/000844 03/17/2023 PRJ		24,589.60	REF 031723			WARRANT=031723	RUN=4 PAYROLL	
2023/03/001749 03/31/2023 PRJ		24,589.60	REF 033123			WARRANT=033123	RUN=4 PAYROLL	
8600-70-90-909-000-00-30-311300-	100,000.00	100,000.00	100,000.00	Part Time/Seasonal salaries 19,120.97	7,358.40	0.00	80,879.03	19.1%
2023/03/000002 03/03/2023 PRJ		2,973.60	REF 030323			WARRANT=030323	RUN=4 PAYROLL	
2023/03/000844 03/17/2023 PRJ		2,620.80	REF 031723			WARRANT=031723	RUN=4 PAYROLL	
2023/03/001749 03/31/2023 PRJ		1,764.00	REF 033123			WARRANT=033123	RUN=4 PAYROLL	
8600-70-90-909-000-00-30-312100-	2,000.00	2,000.00	2,000.00	Sick Leave Conversion 0.00	0.00	0.00	2,000.00	.0%
8600-70-90-909-000-00-30-313000-	2,000.00	2,000.00	2,000.00	Employee Overtime 0.00	0.00	0.00	2,000.00	.0%
8600-70-90-909-000-00-30-314000-	50,000.00	50,000.00	50,000.00	Retirement/Termination Payoff 0.00	0.00	0.00	50,000.00	.0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 03

JOURNAL DETAIL 2023 3 TO 2023 3

ACCOUNTS FOR: 8600 ORIGINAL APPROP	Portage Park District	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-20-221000- -1,791,023.00		-1,791,023.00	Real Estate Tax -970,510.26	-970,510.26	0.00	-820,512.74	54.2%
2023/03/001786 03/31/2023 GEN		-970,510.26 REF Real					
8600-70-90-909-000-00-20-223000- 0.00		0.00	Tangible Personal Property Tax 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-20-224000- 0.00		0.00	Manufactured Homes Tax -7,319.50	-7,319.50	0.00	7,319.50	100.0%
2023/03/001791 03/31/2023 GEN		-7,319.50 REF Mobile					
8600-70-90-909-000-00-20-230000- -10,000.00		-10,000.00	Interest -9,068.97	-3,538.28	0.00	-931.03	90.7%
2023/03/000732 03/10/2023 GEN		-3,538.28 REF Feb					
8600-70-90-909-000-00-20-240000- 0.00		0.00	Rentals 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-20-241000- -10,000.00		-10,000.00	Oil Leases -7,096.02	-325.59	0.00	-2,903.98	71.0%
2023/03/001197 03/15/2023 CRP		-164.87 REF 409189					
2023/03/001915 03/23/2023 CRP		-160.72 REF 409727	Diversified Energy PETROX, Inc.				
8600-70-90-909-000-00-20-243000- -1,000.00		-1,000.00	Credit Card Incentives 0.00	0.00	0.00	-1,000.00	.0%
8600-70-90-909-000-00-20-250000- 0.00		0.00	Refunds And Reimbursements -9,328.58	-9,328.58	0.00	9,328.58	100.0%
2023/03/001197 03/15/2023 CRP		-9,328.58 REF 409188					
8600-70-90-909-000-00-20-251000- 0.00		0.00	Jury Fees 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-20-270000- 0.00		0.00	Sale of Fixed Asset 0.00	0.00	0.00	0.00	.0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 03

ACCOUNTS FOR: 8600 Portage Park District		JOURNAL DETAIL 2023 3 TO 2023 3			
ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET % USED
8600-70-90-909-000-00-10-191000-HTRAN 0.00	0.00	State Grant 0.00	0.00	0.00	0.00 .0%
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%
8600-70-90-909-000-00-10-192400-TLLLOT 0.00	0.00	State Aid/Subsidy 0.00	0.00	0.00	0.00 .0%
8600-70-90-909-000-00-10-195000- 0.00	0.00	Local Grant 0.00	0.00	0.00	0.00 .0%
8600-70-90-909-000-00-10-195000-NOCEG 0.00	0.00	Local Grant 0.00	0.00	0.00	0.00 .0%
TOTAL Park General Admin PR -92,750.00	-92,750.00	0.00	0.00	0.00	-92,750.00 .0%
86009092 Park General Admin OR					
8600-70-90-909-000-00-20-200300- 0.00	-32,744.00	Real Estate Homestead Rollback 0.00	0.00	0.00	-32,744.00 .0%
8600-70-90-909-000-00-20-200400- 0.00	0.00	Manufactured H Homestead Rollb 0.00	0.00	0.00	0.00 .0%
8600-70-90-909-000-00-20-201000- 0.00	0.00	Local Government 0.00	0.00	0.00	0.00 .0%
8600-70-90-909-000-00-20-201100- 0.00	0.00	Casino Tax 0.00	0.00	0.00	0.00 .0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 03

JOURNAL DETAIL 2023 3 TO 2023 3

ACCOUNTS FOR: 8600 ORIGINAL APPROP	Portage Park District REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009091 Park General Admin PR						
8600-70-90-909-000-00-10-123000-0.00	0.00	Insurance Settlement 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-10-140000-0.00	0.00	Fines And Forfeiture 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-10-150000-0.00	0.00	Sales And Services 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-10-150800-0.00	0.00	Recycled Materials 0.00	0.00	0.00	0.00	.0%
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 0.00	0.00	0.00	-100.00	.0%
8600-70-90-909-000-00-10-160000-6,650.00	-6,650.00	Gifts And Donations 0.00	0.00	0.00	-6,650.00	.0%
8600-70-90-909-000-00-10-188500-0.00	0.00	Annual Contribution 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-10-191000-0.00	0.00	State Grant 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-10-191000-EDUOE0.00	0.00	State Grant 0.00	0.00	0.00	0.00	.0%



Then and Now Certificate

705 Oakwood St.
Suite G-4
Ravenna, Ohio 44266
(330) 297-7728 phone
portageparkdistrict.org

Certificate Number 2023- 041

admin@portageparkdistrict.org

It is hereby certified that both at the time of the making of this contract or order and at the date of the execution of this certificate the amounts shown below required to meet the contract or order have been lawfully appropriated for such purpose. These amounts are in the county treasury or in the process of collection to the credit of the indicated funds free from any obligation or certification now outstanding.

[ORC 5705.41 \(d\)](#)


Portage Park District Executive Director Signature

4-10-2023
Date

VENDOR NAME	PURCHASE ORDER #	INVOICE DATE	PURCHASE ORDER DATE	AMOUNT	*REASON
Portage County Building	129072	2/27/2023	3/14/2023	\$ 331.15	Original PO assigned to different project
Ohio Real Title	129145	2/27/2023	3/14/2023	\$1,225.00	Prior-year PO closed
Ohio Real Title	129145	3/13/2023	3/14/2023	\$ 125.00	Prior-year PO closed
TOTAL AMOUNT				\$ 1,681.15	

The mission of the Portage Park District is to conserve Portage County's natural heritage and provide opportunities for its appreciation and enjoyment

**To: Portage Park District Board of
Commissioners From: Christine Craycroft,
Executive Director**
**Re: Executive Director's Staff Update and Meeting
Materials Board of Commissioners Regular Meeting
April 10, 2023 6:00 PM**



Administration/Special Projects

1. Received signed easement from First Energy for Headwaters Trail, to be recorded by April 14.
2. Continued coordination with Portage Park District Foundation. The 25th Annual Environmental Conservation Awards event is April 22 at the Kent American Legion Hall; the Park District is a sponsor through in-kind support. Commissioner Renee Ruchotke will be receiving an award for Environmental Activism.
3. The Camp Spelman Conservation Easement has been recorded. The property was transferred to the Lake Spelman Preservation Society on April 3. Notifications of the transfer were given to Portage County EMA, Ohio DNR, previously notified community members.
4. Personnel policy manual updates lead by Office Manager Seachrist; Ranger Policies development lead by Chief Ranger Nietert.
5. Did not receive bids for Brady Switch Tower repairs. Coordinating with architect and Building Department for final modifications prior to rebidding.
6. Received letters of support for the next phases of Headwaters Trail from Portage County Commissioners and Mantua Township Trustees. Planning to submit Clean Ohio Trails grant application April 17 for Headwaters Trail Phase VIII from Chamberlain to Diagonal Roads. Carlton survey and purchase agreement in progress.
7. Received letters of resignation from Tomas Curtis, Natural Areas Specialist, and Andrea Metzler, Public Engagement Manager, who are each pursuing new job opportunities. They have both been excellent staff members for almost six years having contributed significantly to the Park District's growth and success.
8. Reviewed and submitted comments for the Portage County Comprehensive Plan which includes the Park District as a lead or partnering agency in several areas.
9. Office Manager Seachrist completed the Auditor of State's virtual 2-day conference for local governments. Attended PC Human Resources seminar on FMLA and ADA.
10. Welcomed new Auditor and Park District Fiscal Agent, Matt Kelly with tour of operations center and powerpoint presentation overview of the Park District.
11. Conferring with PC Engineer's office on Ravenna Road bridge replacement and coordination with proposed Park District improvements to parking and trailhead at Towner's Woods.
12. Continued planning and pursuit of funding for multiple acquisitions.

Park Operations, Maintenance, and Improvement

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 Camp Spelman dam according to ODNR approved Operations Maintenance and Inspection manual.

Park Improvements

- a. Deconstruction/demolition of the house at Towner's Woods is continuing.
- b. Working with Cleveland Metroparks to develop and participate in trail maintenance projects as training for PPD Operations staff.
- c. Working with ODOT and the Village of Garrettsville to continue on-road signage project.
- d. Completed Ohio Forestry Association chainsaw safety course with all Ops and NAS staff.
- e. Projected restart date of May 1st for Dix Park and Trail Lake projects.

Natural Areas Department

Stewardship and Restoration

1. Prescribed fires- Trail Lake permitting complete, Dix and Towner's awaiting fire chief approvals; all fires total about 38 acres
2. Eagle Creek Greenway- Stocked trees on site for reforestation; finished seeding broadcasting additional meadow seed
3. Lesser celandine treatments at Headwaters Trail and KBE
4. Invasive shrub removals and treatments at Breakneck Creek around unique barren habitat

Projects/Planning

1. Shelly property- three NAS field visits. Confirmed two Category 3 wetlands in undisturbed areas, will perform ORAM's in the coming weeks
2. HWT Phase VIII- site visits, mapping, assisting with application materials
3. Bird Family Bog- coordinated with TNC for plowing necessary for archaeological survey, purchased plow to complete work in-house

Partnership/Collaboration/Training

1. Lange/Curtis- submitted application to LEAP fund for materials to construct a deer enclosure at Towner's Woods around Primrose-leaved violet population (OH Endangered)
2. Lange- Leadership Portage County
3. Curtis, Roberts and Stoneberg attended Ohio Botanical Symposium
4. Assisted Geauga Park District with prescribed fires at Burton Wetlands
5. CSAW chainsaw training with Ops/NAS
6. Lange- participated in panel discussion for KSU Pathways in Biology class
7. Lange- Joined Crooked River CWMA steering Committee, participated in planning meetings

Public Engagement and Education

Education Report

1. The education team will be joining a new citizen science endeavor, The Ohio Crane Count. Becca and Holly serve as county coordinators.
2. Park Consortium is planning a Summer Showcase for June 2nd at City Park in Ravenna.
3. As of 4.7, the education team has reached over 450 people with our programming.

Engagement Report

1. Finished Junior Ranger program booklet and added program to website. Official launch in May.
2. Summer Program Guide will be printed near the end of April.
3. Stats: Email open rate continues to remain around 51% on average with our growing contact list. In March 2,430 people read our newsletter. Compared to April 2022 – this is 659 more readers.

Ranger Department

February Patrol Activities

1. Foot patrol miles – 45.7 + 67.06
2. Visitor Contacts – 71 + 96
3. Building Checks – 2
4. Warnings – 1 + 2 (4 dogs off-leash)

March Patrol Activities

1. Foot patrol miles – 22.5 + 48.64
2. Visitor Contacts – 9 + 76
3. Warnings – 0 + 1 (dog off-leash)

Administrative Activities

1. Ranger Lee assisted with the Road Apple Roubaix and participated in senior hike.
2. Chief Ranger Nietert followed up on ATV complaints at Seasons Fen and Eagle Creek/HWT. Investigated potential property acquisition to determine current issues.

RESOLUTION # 2023-23

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

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

General Operating Fund #8600		
Description	Payee	Amount
Unit 30 Payroll/Personal Services	Portage County Auditor/Payroll	\$ 107,469.70
Unit 40 Contract Services		\$ 28,963.83
Contract Services: MARCS, LEADS, insurance, background checks, appraisals/valuations, software	E.H. Sutton Insurance, Ohio Real Title, US Bank (Ohio DAS, Volgistics, BIB)	\$ 1,907.56
Training and Membership: Ohio Parks & Rec Assoc conference, OSU class	US Bank (registrations)	\$ 962.96
Utilities: Natural gas at 2 locations, electric at 6 locations, internet at Ops Center, staff phones & devices.	Dominion Energy Ohio, Ohio Edison, US Bank (Spectrum, Verizon, AT&T)	\$ 2,664.26
Advertising-Marketing: legal ads; Acme, Gannett, Google	US Bank (Gannett, Meta, Google)	\$ 605.14
Maintenance & Repairs: vehicle and equipment maintenance and repairs, refuse hauling, WWT permits	Portage Co Health District, US Bank (Kimble, Baker Vehicle, COIA, NAPA, Dan's Auto)	\$ 5,054.91
Leases: copiers	Konica Minolta	\$ 104.20
Auditor-Treasurer Fees:	PC Auditor/Treasurer	\$ 13,128.12
DRETAC: share of fees to enforce property tax payment	PC Auditor/Treasurer	\$ 4,536.68
Unit 50 Materials & Supplies		\$ 8,927.36
Admin. Materials & Supplies: office supplies, paper	Konica Minolta, US Bank (Amazon, USGS, Walmart)	\$ 820.14
Uniforms: Clothing; boots	US Bank (Primal Screen, Amazon, REI)	\$ 2,009.78
Maintenance Materials & Supplies: small tools and parts, signage, lumber, stone	US Bank (Lowes, Montigney, Lakeside Gravel)	\$ 3,271.53
Fuel: Gasoline and diesel	City of Ravenna	\$ 1,943.95
Natural Areas Materials & Supplies: hardware	US Bank (Mantua)	\$ 266.96
Furniture and Fixtures: Lights	US Bank (Amazon)	\$ 615.00
Unit 60 Capital		\$ 331.15
Construction: Towner's Woods Residential Building	PC Building Dept	\$ 331.15
GENERAL FUND	GRAND TOTAL ALL UNITS 30 THROUGH 90	\$ 145,692.04

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 March 2023, and the attached Then and Now Certificate.

Upon a motion by **T. Hrdy** and second by **C. Engelhart** the vote was as follows:

A. Orashan: **Absent** 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 April 10, 2023.



Christine Craycroft, Executive Director

RESOLUTION #2023-24

Re: Appreciation to Tomas Curtis for Six Years of Service

WHEREAS: Tomas Curtis played an instrumental role for the past six years serving as a Natural Areas Stewardship Technician and Specialist, and

WHEREAS: Mr. Curtis brought to the Portage Park District a wide range of knowledge, skills and experiences that were invaluable to providing sound stewardship of our natural areas, including invasive species control, reforestation, botanical inventories of park properties, creation of botanical records for historic preservation of park specimens in herbaria, participation in prescribed burns, and conducting a variety of ecological assessments, along with other duties, and

WHEREAS: Mr. Curtis's can-do attitude, work ethic, botanical expertise and professional networking were valuable contributions during a critical phase of the Park District's growth, and

WHEREAS: Mr. Curtis was an important member of the Natural Areas Department and overall Park District team, enhancing partnerships, public relations, promoting the Park District mission and sharing his knowledge of the natural world.

NOW THEREFORE BE IT RESOLVED:

That the Board of Commissioners of the Portage Park District hereby expresses its sincere appreciation and gratitude to Tomas Curtis for six years of dedicated service stewarding natural areas and enhancing our knowledge of natural resources during a time of rapid growth and change. Thank you for everything, Tomas!

Upon a motion by **T. Hrdy** and second by **R. Ruchotzke**, the vote was as follows:

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on April 10, 2023



Christine Craycroft, Executive Director

RESOLUTION #2023-25

Re: **Appreciation to Andrea Metzler for Six Years of Service**

WHEREAS: Andrea Metzler played an instrumental role for the past six years serving as the Portage Park District's first Public Engagement Coordinator, then Manager of the Public Engagement and Education Department, and

WHEREAS: Ms. Metzler brought a wide range of knowledge, skills and experiences that were invaluable to engaging the public in many ways, including creating and implementing a variety of programs, producing a wide array of marketing materials, improving communications, developing a volunteer program, introducing a park mascot, managing staff, securing grant funds and partnering with multiple organizations including the Portage Park District Foundation, along with many other duties, and

WHEREAS: Ms. Metzler brought her positive can-do attitude, unflappable professionalism, fun creativity, and thoughtful relationship-building to an ever-evolving work environment during a critical phase of the Park District's growth, and

WHEREAS: Ms. Metzler was an integral member of the park district staff, always offering to help and go the extra mile for the team, whose contributions laid the foundation for building ongoing public engagement and support.

NOW THEREFORE BE IT RESOLVED:

That the Board of Commissioners of the Portage Park District hereby expresses its sincere appreciation and gratitude to Andrea Metzler for six years of dedicated service enhancing public relations, increasing awareness and building support for the Park District mission during a time of rapid growth and change. Thank you for everything, Andrea!

Upon a motion by **C. Englehart** and second by **T. Hrdy**, the vote was as follows:

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on April 10, 2023


Christine Craycroft, Executive Director

RESOLUTION #2023-26

Re: Authorizing application for grants for HWT Phase VIII

WHEREAS, the State of Ohio, through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes, the Clean Ohio Trails Fund (COTF), and

WHEREAS, the Portage Park District desires financial assistance under the Clean Ohio Trails Fund (COTF),

NOW, THEREFORE, BE IT RESOLVED by the Portage Park District as follows:

1. That the Portage Park District Board of Commissioners approves filing an application for financial assistance from the Clean Ohio Trails Fund (COTF) for engineering and construction of the Headwaters Trail Phase VIII from Chamberlain Road to Diagonal Road in Mantua Township.
2. That Christine Craycroft, Executive Director, is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.
3. That the Portage Park District does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the Clean Ohio Trails Fund (COTF) Program

Upon a motion by **R. Ruchotzke** and second by **C. Engelhart**, the vote was as follows:

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on April 10, 2023.

A handwritten signature in blue ink, reading "Christine Craycroft", is written over a horizontal line.

Christine Craycroft Executive Director

RESOLUTION #2023-27

Re: Authorize an Easement with First Energy for Tree Maintenance

WHEREAS: First Energy (dba American Transmission Systems, Inc.), 76 South Main Street, Akron, OH 44308 has requested a priority tree easement on property owned by the Portage Park District known as the Chagrin Headwaters Preserve in Mantua Township, Permanent Parcel Number 23-025-00-00-035-000, for the rights to clear trees as necessary to provide adequate clearance of its utility lines, and

WHEREAS: First Energy/American Transmission Systems provided a draft easement agreement, which is being reviewed by the Portage County Prosecutor's office, and

WHEREAS: It would be beneficial to execute the easement to provide access to First Energy for maintaining the integrity of its electric transmission and distribution systems,

NOW, THEREFORE BE IT RESOLVED: by the Board of Commissioners of the Portage Park District that the Executive Director is hereby authorized to enter into a Priority Tree Easement Agreement with American Transmission Systems, pending final review and approval by legal counsel.

Upon a motion by **T. Hrdy** and second by **C. Engelhart**, the vote was as follows:

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on April 10, 2023


Christine Craycroft, Executive Director

RESOLUTION #2023-28

Re: **Cash Advance to Headwaters Trail Fund**

WHEREAS: The Portage Park District is committed to constructing the Headwaters Trail Phase VIII- Chamberlain Road to Diagonal Road in Mantua Township, and

WHEREAS: The Park District intends to seek grants to fund the project, which includes the need to provide local matching funds, and to segregate grant funds from the General Fund, and

WHEREAS: Funds that have been cash advanced but not used for grant purposes will be returned to the General Fund after receipt of grant funds, and unreturned advanced funds will be reclassified as cash transfers,

NOW THEREFORE BE IT RESOLVED: that the Board of Commissioners of the Portage Park District hereby authorizes the following CASH ADVANCE from the General Fund to the Headwaters Trail Fund for the purpose of demonstrating local match to grants, and to provide cash flow for reimbursable grants for the engineering and construction of the Headwaters Trail Phase VIII.

CASH ADVANCE:

\$500,000 from General Fund 86009099 920000 to Headwaters Trail Fund 86059092 290000

Upon a motion by **R. Ruchotzke** and second by **T. Hrdy**, the vote was as follows:

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on April 10, 2023.



Christine Craycroft, Executive Director

RESOLUTION #2023-29

Re: Authorizing Temporary License Agreement to encroaching neighbor at Chagrin Headwaters Preserve

WHEREAS: The Portage Park District owns property known as Chagrin Headwaters Preserve in Mantua Township, and

WHEREAS: There are existing fence and drive encroachments on the north boundary of the Preserve from the neighboring property, and

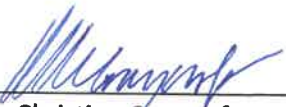
WHEREAS: The Park District desires the neighbor to remove the encroachments and restore the Preserve property to its natural condition,

NOW THEREFORE BE IT RESOLVED: that the Board of Commissioners of the Portage Park District does hereby authorize the Executive Director to enter into the attached Temporary License Agreement with the neighboring property owner, Skolaris, LLC, to access and remedy the encroachments by December 31, 2023.

Upon a motion by **T. Hrdy** and second by **R. Ruchotzke**, the vote was as follows:

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on April 10, 2023



Christine Graycroft, Executive Director

RESOLUTION #2023-30

Re: Adopt Ranger Policies in compliance with policies of the Ohio Collaborative

WHEREAS: The Ohio Collaborative is a program through the State of Ohio Office of Criminal Justice Services which has developed a set of Standards for Law Enforcement "to ensure accountability and instill greater public confidence", and

WHEREAS: Chief Ranger Nietert has experience with these policies, and has provided a set of drafts relevant to the Park District to the Portage County Prosecutor's office, who has reviewed and approved them, and

WHEREAS: Adoption of these policies demonstrates to the citizens of Portage County that the Portage Park District Ranger Department operates in accordance with best practices, and also makes the Park District eligible for certain grants,

NOW, THEREFORE BE IT RESOLVED: that the Board of Commissioners of the Portage Park District hereby adopts the attached Vehicle Pursuit Policy and Response to Mass Protests Policy, for compliance with the Ohio Collaborative policies and further directs the Chief Ranger and Executive Director to submit these policies and other necessary documentation to the State of Ohio for certification as an Ohio Collaborative Certified Law Enforcement Agency.

Upon a motion by **C. Engelhart** and second by **T. Hrdy**, the vote was as follows:

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on April 10, 2023


Christine Craycroft, Executive Director

RESOLUTION #2023-31

Re: Amending RESOLUTION 2023-17 for the acquisition of Headwaters Trail Right-Of-Way

WHEREAS: The Board of Commissioners of the Portage Park District, through the passage of Res. 2023-17, authorized the Executive Director to enter into a Purchase and Sale Agreement for \$18,000 with Jerry and Heather Carlton for the acquisition of approximately 1.2 acres of land in Mantua Township for the purposes of developing the Headwaters Trail Phase VIII, and

WHEREAS: Jerry and Heather Carlton have decided to sell a smaller section of land than was originally discussed, comprised only of the former railroad corridor, with survey and legal description pending, and

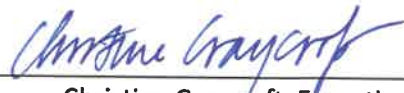
WHEREAS: The smaller section of land will still provide a viable right-of-way for the development of the Headwaters, trail,

NOW THEREFORE BE IT RESOLVED: That the Board of Commissioners of the Portage Park District does hereby amend RESOLUTION 2023-17 and authorize the Executive Director to enter into a Purchase and Sale Agreement for up to \$18,000 with Jerry and Heather Carlton for the acquisition of land in Mantua Township for the purposes of developing the Headwaters Trail Phase VIII.

Upon a motion by **C. Engelhart** and second by **R. Ruchotzke**, the vote was as follows:

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on April 10, 2023



Christine Craycroft, Executive Director

RESOLUTION #2023-32

Re: Authorize printing services for Program Guide and Progress Report

WHEREAS: The Portage Park District Bylaws require authorization from the Board of Park Commissioners for purchases over \$10,000, and

WHEREAS: Park District Public Engagement and Education staff have created a Program Guide and Progress Report listing free summer education programs and activities in Portage Parks and desires to distribute it directly by mail to households to increase awareness, and

WHEREAS: The Park District also desires to share its 2022 Annual Report, communicate the Park District's growth, improvements and maintenance of its park system, and report on the Park District's stewardship of public funds received through its voter-approved tax levy, and

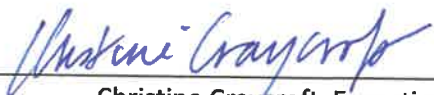
WHEREAS: The Executive Director has received three price quotations for the printing and mailing of the Program Guide and Progress Report

NOW THEREFORE BE IT RESOLVED: That the Board of Commissioners of the Portage Park District does hereby authorize the Executive Director to purchase printing and mailing services including postage at an amount not to exceed \$40,000 from Print and Sign Express, Ravenna.

Upon a motion by **R. Ruchotzke** and second by **C. Engelhart**, the vote was as follows:

A. Orashan: **Absent** T. Hrdy: **No** C. Engelhart: **Yes** K. Ruehr: **Yes** R. Ruchotzke: **Yes**

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on April 10, 2023


Christine Craycroft, Executive Director