

Portage Park District
Board of Commissioners Regular Meeting
March 13, 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 February 2023 Regular Meeting
4. Presentation and approval of Financial Statement: February 2023 MTD and YTD Budget Report and Cash Balance Reports.
5. Executive Director/Staff Update
6. Other Information/Briefing Items/Policy Updates:
 - a. Ranger policies
7. Old Business and approval of action items: None
8. New Business and approval of action items:
 - a. RESOLUTION: Approve February 2023 Expenditures with Then and Now certificates
 - b. RESOLUTION: Authorize First Energy Easement Agreement for Headwaters Trail
 - c. RESOLUTION: Authorize Adoption of Ranger Policies for Ohio Collaborative
 - d. RESOLUTION: Authorize change order to Helmling demolition contract
 - e. RESOLUTION: Award contract Brady Tower Repairs
 - f. RESOLUTION: Authorize job title change from Natural Areas Steward to Natural Areas Manager
9. Executive Session: To discuss the sale or purchase of real estate and the hiring or compensation of personnel

Portage Park District
Board of Commissioners Regular Meeting
February 13, 2023 6:00 pm
PPD Operations Center
8505 Nicodemus Road
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Minutes

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

1. Roll Call: Commissioners present: Commissioner Chuck Engelhart, Commissioner Allan Orashan, Commissioner Kurt Ruehr. Commissioner Tom Hrdy had an excused absence. Staff Present: Christine Craycroft, Executive Director; Craig Alderman, Operations Manager; Bob Lange, Natural Areas Steward; Andrea Metzler, Public Engagement Manager, Eric Seachrist, Office Manager, Holly Stoneberg, Education Program Coordinator.
1. Public Comment: None
2. Approve minutes of the January 9, 2023 Regular Meeting: Upon a motion by Engelhart and second by Orashan (who abstained from the vote itself), the minutes were approved. (JE 2023-06)
3. Presentation and approval of Financial Statement: January 2023 MTD and YTD Budget Report and Cash Balance Reports; 2022 YTD FINAL Report: Engelhart asked about purchases made for laptops and if the District had a replacement schedule. Seachrist stated he would work with County IT to develop one. Craycroft stated that a similar schedule should be developed for vehicles. Craycroft brought attention to the number of "Then and Now" certificates issued as a result of the turnover in fiscal years. Seachrist discussed some of the problems brought on by the County's requirement to close purchase orders and the Park District's need to pay for utilities and emergency material purchases. Stated he would look further into how the certificates can be avoided. He stated the goal of such a policy was to avoid committing to purchases for which there were insufficient resources and that in none of these cases had such an occurrence happened. Upon a motion by Engelhart, seconded by Orashan the January reports were approved. (JE 2023-02).
2. Executive Director/Staff Update:
 - a. Updates were provided on administrative efforts by Seachrist and Nietert toward updating personnel policies and park regulations. She stated these would not be reviewed further this evening as Nietert had an excused absence.
 - b. Craycroft noted the District continued to work with the Portage Park District Foundation to prepare for the 25th Annual Environmental Conservation event which would take place on April 22.
 - c. Craycroft reported that personnel had attended a portion of the Ohio Parks and Recreation Association conference with her (Metzler, Rodhe, Seachrist, Stoneberg) as part of continuing education.
 - d. Craycroft stated that she was in the process of finalizing agreements for the Camp Spelman conservation easement and sale to Lake Spelman Preservation Society. Alderman noted that he was continuing the weekly monitoring of Camp Spelman dam per ODNR guidance.

- e. Metzler reported that her engagement team was working to create a summer calendar of programs. She also pointed out that Stoneberg had taken the lead on inviting other Portage County park systems to create a Parks Consortium. Engelhart suggested that efforts be made to reach out to townships that may not have dedicated parks departments.
- f. It was reported that Stoneberg and Rodhe had been trained as FrogWatch USA coordinators and the Park District would be starting its own chapter and training volunteers for the same.
- g. Lange reported that field mapping of areas to manage invasive shrubs with the CRCWMA mulcher had taken place and that the mulcher would be operated in Towner's Woods soon, which might result in some temporary trail interruptions.
- h. Lange also noted that Parks naturalist, Tomas Curtis had hosted the annual meeting of the Ohio Moss and Lichen Association and led an identification workshop open to the public.

3. Other Information/Briefing Items/Policy Updates:

- a. Personnel Policy Amendments – Craycroft indicated that work had been prepared in delivering a draft of the personnel policy but it had not been distributed to the Board so it would be distributed next month.
- b. Brady Interlocking Switch Tower bid set – Craycroft indicated that the Board would be voting to approve going out to bid as part of old business, later in the meeting.
- c. Ranger policies – as Chief Ranger Nietert was not able to attend the meeting that night, Craycroft suggested that the Board wait until next month to discuss ranger policies.

4. Old Business and approval of action items

Authorize bidding for Brady Tower Improvements: Upon a motion by Orashan and second by Engelhart, **RESOLUTION 2023-09** was unanimously approved.

5. New Business and approval of action items:

- a. Approve January 2023 Expenditures with Then and Now certificates: Upon a motion by Orashan and second by Engelhart, **RESOLUTION 2023-10** was unanimously approved.
- b. Authorize Appropriations Amendment 1: Upon a motion by Orashan and second by Engelhart, **RESOLUTION 2023-11** was unanimously approved.
- c. Authorize the Shinn settlement agreement: Upon a motion by Engelhart and second by Orashan, **RESOLUTION 2023-12** was unanimously approved.
- d. Authorize the Camp Spelman conservation easement: Upon a motion by Engelhart and second by Orashan, **RESOLUTION 2023-13** was unanimously approved.
- e. Authorize the Camp Spelman purchase and sale agreement: Upon a motion by Orashan and second by Engelhart, **RESOLUTION 2023-14** was unanimously approved.
- f. Authorize a mitigation partner agreement with The Nature Conservancy for the Bird Family Bog: Upon a motion by Orashan and second by Engelhart, **RESOLUTION 2023-15** was unanimously approved.
- g. Authorize the renewal of a fuel purchase agreement with the City of Ravenna: Upon a motion by Engelhart and second by Orashan, **RESOLUTION 2023-16** was unanimously approved.
- h. Authorize a Purchase Agreement with Jerry and Heather Carlton for the Headwaters Trail ROW: Discussion was raised regarding whether the purchase was for a right-of-way (ROW) or for land. Craycroft clarified that the land requested to be purchased, and which was appraised per conversation with Mr. Carlisle, was a triangular piece of land which included the former railroad

ROW. This parcel would become the Headwaters Trail right-of-way ROW. Upon a motion by Orashan and second by Engelhart, **RESOLUTION 2023-17** was unanimously approved.

- i. Authorize an MOU between the Portage Park District and the Portage Park District Foundation: As the Foundation had not submitted an agreement for approval, Orashan moved that the item be removed from the agenda. Engelhart seconded the motion, and it was unanimously removed (**JE 2023-08**).
- j. Discussion of the 2014 ½ mill levy expiration and future funding options: Craycroft handed out budget projections for the Park District's operations and capital programs, comparing scenarios in which an expired levy would be replaced versus replaced and supplemented with an additional half-mill levy. Craycroft indicated that a levy which only replaced the current ½ mill levy would enable continued operations and major maintenance, but likely not support future land acquisition and new park and trail development. A ½ mill replacement plus a ½ mill additional property tax levy would cost the owner of a \$100,000 property \$35/year, which would amount to only \$1.80/month more than they are now paying.

Commissioner Engelhart motioned that the Board declares its intention to place a ½ mill replacement plus ½ mill additional property tax levy as a single issue on the 2023 General Election, and requests that the Executive Director conduct the necessary research and consult with legal counsel in preparation of resolutions to submit to the Portage County Auditor and Portage County Board of Elections. The motion was second by Orashan, and unanimously approved (**JE 2023-11**).

6. Executive Session: Orashan motioned to enter into executive session to discuss personnel compensation and the sale and purchase of real estate. The motion was seconded by Engelhart. The vote was as follows:

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

The Board entered executive session at 7:35 pm. (**JE 2023-09**).

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

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

The Commissioners exited executive session at 8:30 pm (**JE 2023-10**).

4. New Business:

- a. Authorize Executive Director to send Western Reserve Land Conservancy a Letter of Intent regarding partnering for the funding and acquisition of a property, along with the intention to contribute up to \$100,000 as necessary for the acquisition: Upon a motion by Orashan and second by Engelhart, the motion was unanimously approved (**JE 2023-12**).

5. Adjourn: Upon a motion by Engelhart and second by Orashan, the meeting was unanimously adjourned at 8:50 pm.

IN TESTIMONY WHEREOF we hereunto set our hands, March 13, 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 February 2023					
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD ACTUAL	February ACTUAL	MTD	YTD Percentage Collected of Budget
140000 Fines & Forfeitures	0.00	0.00	0.00		
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%
191000 HTRAN State Grant	0.00	0.00	0.00		
192400 State Aid/Subsidy	85,000.00	0.00	0.00		0.0%
195000 Local Grant	0.00	0.00	0.00		
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%
200400 Manufactured Home Rollback	0.00	0.00	0.00		
221000 Real Estate Tax	1,791,023.00	0.00	0.00		0.0%
223000 Tangible Personal Property Tax	0.00	0.00	0.00		
224000 Manufactured Homes Property Tax	0.00	0.00	0.00		
230000 Interest	10,000.00	5,530.69	5,530.69		55.3%
241000 Oil & Gas Leases	10,000.00	6,770.43	3,931.58		67.7%
243000 Credit Card Incentives	1,000.00	0.00	0.00		0.0%
250000 Refunds and Reimbursements	0.00	0.00	0.00		
291000 Advance In	0.00	0.00	0.00		
General Operations Revenue	1,844,767.00	12,301.12	9,462.27		0.7%
SUBTOTAL REVENUES	1,937,517.00	12,301.12	9,462.27		0.6%
2022 Cash Carryover		2,897,413.62			100.0%
TOTAL REVENUES, CARRYOVER & OTHER SOURCES	1,937,517.00	2,909,714.74	2,663,251.49		150.2%
EXPENDITURES & OTHER USES	REVISED BUDGET	YTD ACTUAL	February ACTUAL	MTD	YTD Percentage Expended of Budget
311200 FT Employee Salaries	640,000.00	93,698.90	49,179.21		14.6%
311300 PT Employee Salaries	100,000.00	11,762.57	5,811.75		11.8%
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	14,764.62	7,698.75		14.3%
321200 Medicare	10,730.00	1,495.50	780.51		13.9%
321300 Workers Compensation	9,452.00	1,792.78	934.81		19.0%
321400 Unemployment	10,000.00	0.00	0.00		0.0%
321500 Health Benefits	300,000.00	16,606.00	8,303.00		5.5%
30 Personal Services Unit Total	1,227,782.00	140,120.37	72,708.03		11.4%
400000 Admin Contractual Services	40,000.00	11,379.04	6,236.96		28.4%
400100 Training, Lodging & Memberships	15,000.00	2,305.94	975.00		15.4%
400101 Registration Fees	0.00	50.00	50.00		
410000 Utilities: AT&T, Dominion, Ohio Edison, Verizon	20,000.00	4,122.39	1,712.83		20.6%
412000 Advertising, Marketing & Events	18,000.00	2,610.83	319.49		14.5%
413000 Maintenance & Repairs	30,000.00	679.66	300.38		2.3%
414000 Rentals and Leases	100.00	0.00	0.00		0.0%
414100 Leases	2,000.00	623.66	623.66		31.2%
420100 Audit Services	0.00	0.00	0.00		
428400 Auditor/Treasurer Fee	25,000.00	0.00	0.00		0.0%
428500 DRETAC	10,000.00	0.00	0.00		0.0%
492100 Local Share	78,400.00	0.00	0.00		0.0%
40 Contractual Services Unit Total	238,500.00	21,771.52	10,218.32		9.1%
500000 Admin Materials & Supplies	15,000.00	1,002.02	338.62		6.7%
509000 Uniforms	8,000.00	1,146.56	578.64		14.3%
510000 Office Equipment & Furnishings	5,213.00	2,263.93	0.00		43.4%
530000 Maintenance Materials & Supplies	30,000.00	1,766.40	1,328.40		5.9%
542000 Fuel	20,000.00	3,106.35	1,658.05		15.5%
544000 Natural Areas Materials & Supplies	30,000.00	265.21	202.34		0.9%
596300 Equipment Less than \$5000	5,000.00	0.00	0.00		0.0%
596600 Furniture & Fixtures	10,000.00	0.00	0.00		0.0%
50 Materials & Supplies Unit Total	123,213.00	9,550.47	4,106.05		7.8%
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%
630000 Equipment	0.00	0.00	0.00		
650000 Vehicles	0.00	0.00	0.00		
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 TLTRL	103,500.00	0.00	0.00		0.0%
680000 Construction Projects TWBLD	35,160.00	15,600.00	0.00		44.4%
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	100.00		1.9%
683000 Engineering Projects - TLTRL- Trail Lake Picnic Area	8,000.00	2,700.00	0.00		33.8%
683000 Engineering Projects - TWBLD-Townners Woods Buildings	0.00	0.00	0.00		
683000 Engineering Projects - TWBLD Brady Tower	20,970.00	0.00	0.00		0.0%
60 Capital Outlay Unit Total	1,037,544.33	162,153.29	100.00		15.6%
910000 Transfer Out	500,000.00	0.00	0.00		0.0%
920000 Advance Out	0.00	0.00	0.00		
946720 Tax Levy Assessment	20,000.00	19,076.32	19,076.32		95.4%
90 Miscellaneous Expenses Unit Total	520,000.00	19,076.32	19,076.32		3.7%
GRAND TOTAL EXPENDITURES & OTHER USES	3,147,039.33	352,671.97	106,208.72		11.2%
ENDING AUDITOR'S CASH BALANCE February 28 (= Cash Carryover + YTD Revenues- YTD Expenses) (Also = Auditor Beginning cash balance February 1st + MTD revenues - MTD expenses)			\$		2,557,042.77

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

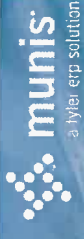
FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600	Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009091 Park General Admin PR								
8600-70-90-909-000-00-00-10-123000-0.00			0.00	Insurance Settlement 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-10-140000-0.00			0.00	Fines And Forfeiture 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-10-150000-0.00			0.00	Sales And Services 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-10-150800-0.00			0.00	Recycled Materials 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-10-152000-1,000.00			-1,000.00	Contract Services 0.00	0.00	0.00	-1,000.00	.0%
8600-70-90-909-000-00-00-10-153000-100.00			-100.00	Fees 0.00	0.00	0.00	-100.00	.0%
8600-70-90-909-000-00-00-10-160000-6,650.00			-6,650.00	Gifts And Donations 0.00	0.00	0.00	-6,650.00	.0%
8600-70-90-909-000-00-00-10-188500-0.00			0.00	Annual Contribution 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-10-191000-0.00			0.00	State Grant 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-10-191000-EDUOE 0.00			0.00	State Grant 0.00	0.00	0.00	0.00	.0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600 Portage Park District		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	0.00	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	0.00	0.00	-85,000.00	0.00	State Aid/Subsidy 0.00	0.00	0.00	-85,000.00	.0%
8600-70-90-909-000-00-10-192400-TLL0T	0.00	0.00	0.00	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	0.00	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	0.00	0.00	0.00	Local Grant 0.00	0.00	0.00	0.00	.0%
TOTAL Park General Admin PR	-92,750.00	0.00	0.00	-92,750.00	0.00	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	0.00	0.00	-32,744.00	0.00	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	0.00	0.00	0.00	Manufactured H Homestead Rollback 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-20-201000-	0.00	0.00	0.00	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	0.00	0.00	0.00	Casino Tax 0.00	0.00	0.00	0.00	.0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600	Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-20-221000-		-1,791,023.00	-1,791,023.00	Real Estate Tax 0.00	0.00	0.00	-1,791,023.00	.0%
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 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-20-230000-		-10,000.00	-10,000.00	Interest -5,530.69	-5,530.69	0.00	-4,469.31	55.3%
2023/02/000933 02/17/2023 GEN		-5,530.69	REF Intere			January Interest Allocation		
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 -6,770.43	-3,931.58	0.00	-3,229.57	67.7%
2023/02/000730 02/06/2023 CRP		-369.35	REF 406528	CUSTOMER		Andes wells, 1-3		
2023/02/001059 02/10/2023 CRP		-118.10	REF 406974	Diversified Gas & Oil		Royalties June, November 2022		
2023/02/001656 02/21/2023 CRP		-2,956.04	REF 407329	Ergon Oil Purchasing		Hahn #1 - #6		
2023/02/001946 02/23/2023 CRP		-152.00	REF 407800	PETROX, Inc.		Dix #2, 3; Hahn #1-6		
2023/02/001946 02/23/2023 CRP		-336.09	REF 407934	Beck Oil & Gas		Andes #1 - #3		
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 0.00	0.00	0.00	0.00	.0%
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 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600 Portage Park District		ORIGINAL APPROP		REVISED BUDGET		YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-00-20-280000-	0.00	0.00	0.00	0.00	0.00	Transfer In 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-20-281000-	0.00	0.00	0.00	0.00	0.00	Prior Year Correction 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-20-291000-	0.00	0.00	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	-12,301.12	-9,462.27			0.00	-1,832,465.88	.7%
86009093 Park General Admin PS										
8600-70-90-909-000-00-00-30-311200-	640,000.00	640,000.00	Employee Full Time Salaries 93,698.90	49,179.21				0.00	546,301.10	14.6%
2023/02/000003 02/03/2023 PRJ	24,589.61	REF 020323						WARRANT=020323	RUN=4 PAYROLL	
2023/02/000982 02/17/2023 PRJ	24,589.60	REF 021723						WARRANT=021723	RUN=4 PAYROLL	
8600-70-90-909-000-00-00-30-311300-	100,000.00	100,000.00	Part Time/Seasonal Salaries 11,762.57	5,811.75				0.00	88,237.43	11.8%
2023/02/000003 02/03/2023 PRJ	2,731.05	REF 020323						WARRANT=020323	RUN=4 PAYROLL	
2023/02/000982 02/17/2023 PRJ	3,080.70	REF 021723						WARRANT=021723	RUN=4 PAYROLL	
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 0.00	0.00				0.00	50,000.00	.0%
8600-70-90-909-000-00-00-30-321010-	103,600.00	103,600.00	PERS 14,764.62	7,698.75				0.00	88,835.38	14.3%
2023/02/000003 02/03/2023 PRJ	3,824.90	REF 020323						WARRANT=020323	RUN=4 PAYROLL	
2023/02/000982 02/17/2023 PRJ	3,873.85	REF 021723						WARRANT=021723	RUN=4 PAYROLL	

PORTAGE COUNTY



YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600	Portage Park District	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP	REVISED BUDGET					
8600-70-90-909-000-00-30-321200-10,730.00	10,730.00	Medicare 1,495.50	780.51	0.00	9,234.50	13.9%
2023/02/000003 02/03/2023 PRJ	387.72 REF 020323			WARRANT=020323	RUN=4 PAYROLL	
2023/02/000982 02/17/2023 PRJ	392.79 REF 021723			WARRANT=021723	RUN=4 PAYROLL	
8600-70-90-909-000-00-30-321300-9,452.00	9,452.00	Workers Compensation 1,792.78	934.81	0.00	7,659.22	19.0%
2023/02/000003 02/03/2023 PRJ	464.43 REF 020323			WARRANT=020323	RUN=4 PAYROLL	
2023/02/000982 02/17/2023 PRJ	470.38 REF 021723			WARRANT=021723	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 16,606.00	8,303.00	0.00	283,394.00	5.5%
2023/02/000003 02/03/2023 PRJ	4,151.50 REF 020323			WARRANT=020323	RUN=4 PAYROLL	
2023/02/000982 02/17/2023 PRJ	4,151.50 REF 021723			WARRANT=021723	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	140,120.37	72,708.03	0.00	1,087,661.63	11.4%
8600-70-90-909-000-00-40-400000-30,000.00	40,000.00	Contractual Services 11,379.04	6,236.96	12,170.96	16,450.00	58.9%
2023/02/000355 02/01/2023 API	100.00 VND 002890 VCH 701011	EDWARD H SUTTON		**Nieter Bond #65794658		519452
2023/02/000355 02/01/2023 API	400.00 VND 051492 VCH 701009	MORGAN TIMOTHY		**FORESTRY SERVICES		519474
2023/02/000355 02/01/2023 API	1,800.00 VND 032507 VCH 701010	SPALDING EMIG C		**REAL PROPERTY APPRAISAL-PARK		519495
2023/02/000920 02/06/2023 API	226.96 VND 002485 VCH 702063	US BANK		**Account 5592 8400 0101 0984		519903
2023/02/000928 02/06/2023 API	110.00 VND 002615 VCH 702020	OHIO STATE HIGH		**ORI OH0671700		519867
2023/02/000928 02/06/2023 API	1,200.00 VND 043630 VCH 702059	SOURS BUTE AND		**Appraisal 1097 Howe		519885
2023/02/001379 02/13/2023 API	1,200.00 VND 043630 VCH 702918	SOURS BUTE AND		**Appraisal Sunnybrook parcel		520289
2023/02/001775 02/21/2023 API	1,200.00 VND 043630 VCH 703951	SOURS BUTE AND		**Appraisal of sunnybrook lot		520671

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
8600-70-90-909-000-00-40-4000000-BRDBG	0.00	0.00	0.00	Contractual Services	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-4000000-DXPV	0.00	0.00	0.00	Contractual Services	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-4000000-ECGII	0.00	0.00	0.00	Contractual Services	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-4000000-ECGOI	0.00	0.00	0.00	Contractual Services	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-4000000-EDUOE	0.00	0.00	0.00	Contractual Services	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-4000000-MRGIN	0.00	0.00	0.00	Contractual Services	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-4000000-TCGII	0.00	0.00	0.00	Contractual Services	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-4000000-TCGO3	0.00	0.00	0.00	Contractual Services	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-4000000-TLTRL	0.00	0.00	0.00	Contractual Services	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-4000000-TWBRD	0.00	0.00	0.00	Contractual Services	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-400100-	15,000.00	15,000.00	15,000.00	Training & Membership	975.00	9,194.06	3,500.00	76.7%
2023/02/000920 02/06/2023 API	880.00 VND	002485 VCH 702063	US BANK			**Account 5592 8400 0101 0984		519903
2023/02/000928 02/06/2023 API	95.00 VND	051887 VCH 702038	LEE MICHELLE			**Reimburse Refresher Peace Of		519850

PORTAGE COUNTY



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FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600		Portage Park District	ORIGINAL APPROP		REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-40-400101-	0.00		0.00			Registration Fees 50.00	50.00	50.00	-100.00	100.0%
2023/02/000928 02/06/2023 API		50.00 VND 033895 VCH 702036				PO CO POLICE CH		**PORTAGE PARK DIST.	DUES 2023	519871
8600-70-90-909-000-00-40-400104-	0.00		0.00			Employee Reimb 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-400170-	0.00		0.00			Travel (Non-Seminars) 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-410000-	20,000.00		20,000.00			Utilities 4,122.39	1,712.83	16,877.61	-1,000.00	105.0%
2023/02/000920 02/06/2023 API		900.14 VND 002485 VCH 702063				US BANK		**Account 5592 8400 0101	0984	519903
2023/02/000928 02/06/2023 API		273.63 VND 002844 VCH 702026				DOMINION ENERGY		**ACCT 4 1800 1191	8407	519822
2023/02/000928 02/06/2023 API		104.36 VND 002875 VCH 702035				OHIO EDISON		**ACCT 110 149 150	416	519864
2023/02/001379 02/13/2023 API		70.27 VND 002875 VCH 702921				OHIO EDISON		**ACCT 110 134 809	943	520268
2023/02/001379 02/13/2023 API		209.19 VND 002875 VCH 702922				OHIO EDISON		**ACCT 110 139 062	985	520268
2023/02/001379 02/13/2023 API		86.02 VND 002875 VCH 702923				OHIO EDISON		**ACCT 110 009 208	841	520268
2023/02/001379 02/13/2023 API		69.22 VND 002875 VCH 702924				OHIO EDISON		**ACCT 110 122 697	896	520268
8600-70-90-909-000-00-40-412000-	18,000.00		18,000.00			Advertising, Marketing, Events 2,610.83	319.49	5,389.17	10,000.00	44.4%
2023/02/000920 02/06/2023 API		319.49 VND 002485 VCH 702063				US BANK		**Account 5592 8400 0101	0984	519903
8600-70-90-909-000-00-40-412400-	0.00		0.00			Postage 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-413000-	30,000.00		30,000.00			Maintenance & Repairs 679.66	300.38	25,920.34	3,400.00	88.7%
2023/02/000920 02/06/2023 API		300.38 VND 002485 VCH 702063				US BANK		**Account 5592 8400 0101	0984	519903
8600-70-90-909-000-00-40-413100-	0.00		0.00			Vehicle Maintenance & Repairs 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-414000-	100.00		100.00			Rentals & Leases 0.00	0.00	0.00	100.00	.0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600 Portage Park District		ORIGINAL APPROP		REVISED BUDGET		YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-40-414100-	2,000.00	2,000.00				Leases 623.66	623.66	1,376.34	0.00	100.0%
2023/02/000355 02/01/2023 API	110.00	VND 001310 VCH 701284				KONICA MINOLTA		**Acct 1316072		519465
2023/02/000355 02/01/2023 API	94.73	VND 001310 VCH 701312				KONICA MINOLTA		**Acct 1283755		519464
2023/02/000355 02/01/2023 API	110.00	VND 001310 VCH 701313				KONICA MINOLTA		**Acct 1316072		519465
2023/02/000355 02/01/2023 API	104.20	VND 001310 VCH 701317				KONICA MINOLTA		**Acct 1283755		519464
2023/02/001379 02/13/2023 API	94.73	VND 001310 VCH 702910				KONICA MINOLTA		**LEASE Acct No 1283755		520251
2023/02/001775 02/21/2023 API	110.00	VND 001310 VCH 703949				KONICA MINOLTA		**Payer ID 1316072		520624
8600-70-90-909-000-00-40-414100-TWPKG	0.00	Leases 0.00				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	0.00	.0%
8600-70-90-909-000-00-40-420100-	0.00	Audit Services 0.00				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	0.00	.0%
8600-70-90-909-000-00-40-428400-	25,000.00	Auditor/Treasurer Fee Expense 0.00				0.00	0.00	0.00	25,000.00	.0%
8600-70-90-909-000-00-40-428500-	10,000.00	DRETAC 0.00				0.00	0.00	0.00	10,000.00	.0%
8600-70-90-909-000-00-40-463000-	0.00	Official Bonds/Insurance 0.00				0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-40-492100-	78,400.00	Local Share 0.00				0.00	0.00	0.00	78,400.00	.0%
TOTAL Park General Admin CS	228,500.00	238,500.00				21,771.52	10,218.32	70,978.48	145,750.00	38.9%
86009095 Park General Admin MS										
8600-70-90-909-000-00-50-500000-		Admin Materials & Supplies								



PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600 ORIGINAL APPROP	Portage Park District REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
15,000.00	15,000.00	1,002.02	338.62	8,497.98	5,500.00	63.3%
2023/02/000355 02/01/2023 API	41.39 VND 001310 VCH 701285		KONICA MINOLTA	**Acct 1316072		519455
2023/02/000355 02/01/2023 API	73.43 VND 001310 VCH 701315		KONICA MINOLTA	**Acct 1316072		519465
2023/02/000920 02/06/2023 API	175.97 VND 002485 VCH 702063		US BANK	**Account 5592	8400 0101 0984	519903
2023/02/000928 02/06/2023 API	47.83 VND 001310 VCH 702034		KONICA MINOLTA	**ACCT 1316072		519848
8600-70-90-909-000-00-50-500000-BRDBG	0.00	Materials & supplies	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-50-500000-DXPVAV	0.00	Materials & supplies	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-50-500000-NOCEG	0.00	Materials & supplies	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-50-500000-TWBRD	0.00	Materials & supplies	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-50-509000-	8,000.00	Uniforms	578.64	7,853.44	-1,000.00	112.5%
2023/02/000920 02/06/2023 API	578.64 VND 002485 VCH 702063	US BANK		**Account 5592	8400 0101 0984	519903
8600-70-90-909-000-00-50-510000-	3,000.00	Office Equipment & Furnishings	0.00	2,449.07	500.00	90.4%
8600-70-90-909-000-00-50-521000-	0.00	Photocopy & Printing	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-50-530000-	30,000.00	Maintenance Materials/Supp	1,328.40	18,233.60	10,000.00	66.7%
2023/02/000920 02/06/2023 API	1,328.40 VND 002485 VCH 702063	US BANK		**Account 5592	8400 0101 0984	519903
8600-70-90-909-000-00-50-542000-	20,000.00	Fuel	1,658.05	14,393.65	2,500.00	87.5%
2023/02/001379 02/13/2023 API	1,658.05 VND 004271 VCH 702904	RAVENNA CITY		**January 2023 gas-Park Distri		520280



PORTAGE COUNTY

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JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600 Portage Park District		ORIGINAL APPROP		REVISED BUDGET		YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-50-544000-30,000.00		202.34 VND	002485 VCH	702063	US BANK	202.34	202.34	14,734.79	15,000.00	50.0%
2023/02/000920 02/06/2023 API								**Account 5592	8400 0101 0984	519903
8600-70-90-909-000-00-50-596300-5,000.00					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					Software	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-50-596600-10,000.00					Furniture & Fixtures	0.00	0.00	3,000.00	7,000.00	30.0%
TOTAL Park General Admin MS	123,213.00					9,550.47	4,106.05	75,162.53	38,500.00	68.8%
86009096 Park General Admin CO										
8600-70-90-909-000-00-60-610000-250,000.00					Land/Easement Purchase	0.00	0.00	8,000.00	242,000.00	3.2%
8600-70-90-909-000-00-60-610000-BRDBG 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					Land Purchase	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-610000-TWMIL 0.00					Land Purchase	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-620000-0.00					Building Purchase	0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-621000-0.00					Building Improvement	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
8600-70-90-909-000-00-00-60-630000-	0.00	0.00		Equipment 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-60-650000-	0.00	0.00		Vehicles 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-60-680000-	100,000.00	100,000.00		Construction Projects 0.00	0.00	0.00	100,000.00	.0%
8600-70-90-909-000-00-00-60-680000-BRDBG	0.00	0.00		Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-60-680000-DXPAY	0.00	180,320.50		Construction Projects 138,809.29	0.00	40,586.21	925.00	99.5%
8600-70-90-909-000-00-00-60-680000-HWVII	0.00	0.00		Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-60-680000-MRGOP	0.00	0.00		Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-60-680000-TLLLOT	0.00	0.00		Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-00-60-680000-TLTRL	0.00	103,500.00		Construction Projects 0.00	0.00	103,500.00	0.00	100.0%
8600-70-90-909-000-00-00-60-680000-TWBLD	0.00	35,160.00		Construction Projects 15,600.00	0.00	18,000.00	1,560.00	95.6%
8600-70-90-909-000-00-00-60-680000-TWBRD	0.00	0.00		Construction Projects 0.00	0.00	0.00	0.00	.0%



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FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600 Portage Park District		JOURNAL DETAIL 2023 2 TO 2023 2				
ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8600-70-90-909-000-00-60-680000-TWGZ	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-680000-TWMIL	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-683000-300,000.00	300,000.00	Engineering Projects 0.00	0.00	0.00	300,000.00	.0%
8600-70-90-909-000-00-60-683000-BRDBG	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-683000-DXPVAV	8,100.00	Engineering Projects 4,500.00	0.00	3,600.00	0.00	100.0%
8600-70-90-909-000-00-60-683000-HWVII	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-683000-MRGOP	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-683000-SRFDB	28,992.00	Engineering Projects 544.00	100.00	28,448.00	0.00	100.0%
2023/02/001379 02/13/2023 API		100.00 VND 007942 VCH 702898	HAMMONTREE & AS **January 2023			
8600-70-90-909-000-00-60-683000-TLLOT	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-60-683000-TLTRL	8,000.00	Engineering Projects 2,700.00	0.00	5,300.00	0.00	100.0%
8600-70-90-909-000-00-60-683000-TWBLD	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
8600-70-90-909-000-00-60-683000-TWBRD		0.00	20,970.00	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	162,153.29	100.00	210,844.21	664,546.83	36.0%
86009097 Park General Admin OE								
8600-70-90-909-000-00-70-700000-		0.00	0.00	Miscellaneous 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-70-710000-		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								
8600-70-90-909-000-00-80-830000-		0.00	0.00	Loan Principal Payment 0.00	0.00	0.00	0.00	.0%
8600-70-90-909-000-00-80-831000-		0.00	0.00	Loan Interest Payment 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%
86009099 Park General Admin ME								
8600-70-90-909-000-00-90-910000-		500,000.00	500,000.00	Transfers Out 0.00	0.00	0.00	500,000.00	.0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8600 Portage Park District		REVISED BUDGET		YTD ACTUAL		MTD ACTUAL		ENCUMBRANCES		AVAILABLE BUDGET		% USED	
ORIGINAL APPROP													
8600-70-90-909-000-00-90-920000-	0.00	0.00	Advance Out	0.00	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	Tax Levy Assessment	19,076.32	19,076.32	19,076.32	923.68	923.68	0.00	0.00	0.00	100.0%	
2023/02/001379 02/13/2023 API 19,076.32 VND 004261 VCH 702938 PO CO TREASURER **PARK DISTRICT-2022 First Hal 520273													
TOTAL Park General Admin ME 520,000.00 19,076.32 19,076.32 923.68 500,000.00 3.8%													
TOTAL Portage Park District 842,509.00 1,209,522.33 340,370.85 96,746.45 357,908.90 511,242.58 57.7%													
TOTAL REVENUES -1,904,773.00 -1,937,517.00 -9,462.27 -1,925,215.88													
TOTAL EXPENSES 2,747,282.00 3,147,039.33 352,671.97 357,908.90 2,436,458.46													
PRIOR FUND BALANCE 2,897,413.62													
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES -340,370.85													
REVISED FUND BALANCE 2,557,042.77													

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

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%	
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%	

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8605 Headwaters Trails Improve		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		Contractual Services	0.00	0.00	0.00	.0%
0.00				0.00				
TOTAL Headwaters Trails Impr CS		0.00		0.00	0.00	0.00	0.00	.0%
0.00								
86059095 Headwaters Trails Impr MS								
8605-70-90-909-000-00-50-500000-		0.00		Materials & Supplies	0.00	0.00	0.00	.0%
0.00				0.00				
TOTAL Headwaters Trails Impr MS		0.00		0.00	0.00	0.00	0.00	.0%
0.00								
86059096 Headwaters Trails Impr CO								
8605-70-90-909-000-00-60-610000-		0.00		Land Purchase	0.00	0.00	0.00	.0%
0.00				0.00				
8605-70-90-909-000-00-60-680000-		0.00		Construction Projects	0.00	0.00	0.00	.0%
0.00				0.00				
8605-70-90-909-000-00-60-680000-HWVII		0.00		Construction Projects	0.00	0.00	0.00	.0%
0.00				0.00				
8605-70-90-909-000-00-60-683000-		0.00		Engineering Projects	0.00	0.00	0.00	.0%
0.00				0.00				

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

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-HWVII		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		

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

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		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		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		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		Land Purchase 0.00	0.00	0.00	0.00	.0%
8607-70-90-909-000-00-60-680000-		0.00		Construction Projects 0.00	0.00	0.00	0.00	.0%



PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

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	0.00	.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	0.00	.0%
TOTAL Breakneck Creek watershed	0.00	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		

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

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	Gifts And Donations 0.00	0.00	0.00	0.00	.0%
8612-70-90-909-000-00-10-191000-	0.00	0.00	State Grant 0.00	0.00	0.00	0.00	.0%
8612-70-90-909-000-00-10-195000-	0.00	0.00	Local Grant 0.00	0.00	0.00	0.00	.0%
TOTAL Morgan Park PR							
	0.00	0.00	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	Interest 0.00	0.00	0.00	0.00	.0%
8612-70-90-909-000-00-20-280000-	0.00	0.00	Transfer In 0.00	0.00	0.00	0.00	.0%
8612-70-90-909-000-00-20-290000-	0.00	0.00	Advances In 0.00	0.00	0.00	0.00	.0%
TOTAL Morgan Park OR							
	0.00	0.00	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	Contractual Services 0.00	0.00	0.00	0.00	.0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

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	0.00	.0%
86129095 Morgan Park MS							
8612-70-90-909-000-00-50-500000-	0.00	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	0.00	.0%
86129096 Morgan Park CO							
8612-70-90-909-000-00-60-610000-	0.00	0.00	Land Purchase 0.00	0.00	0.00	0.00	.0%
8612-70-90-909-000-00-60-680000-	0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8612-70-90-909-000-00-60-683000-	0.00	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	0.00	.0%
86129099 Morgan Park ME							
8612-70-90-909-000-00-90-921000-	0.00	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	0.00	.0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

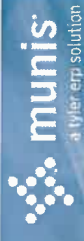
FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

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



PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8616 Tinkers Creek Greenway Fund		ORIGINAL APPROP	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-								
		0.00	0.00		0.00	0.00	0.00	.0%
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								
		0.00	0.00		0.00	0.00	0.00	.0%
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		0.00	0.00		0.00	0.00	0.00	.0%
8616-70-90-909-000-00-20-281000-		0.00	0.00		0.00	0.00	0.00	.0%
Prior Year Correction								
					0.00	0.00	0.00	.0%



PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8616 Tinkers Creek Greenway Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8616-70-90-909-000-00-20-2900000-	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							
8616-70-90-909-000-00-40-4000000-	0.00	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-40-4000000-SRFDB	0.00	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-40-4000000-TCGII	0.00	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-40-4000000-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							
8616-70-90-909-000-00-50-5000000-	0.00	0.00	Materials & Supplies 0.00	0.00	0.00	0.00	.0%
8616-70-90-909-000-00-50-5000000-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							
8616-70-90-909-000-00-60-6100000-			Land Purchase				

PORTAGE COUNTY



YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8616 Tinkers Creek Greenway Fund		REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
8616-70-90-909-000-00-60-610000-SRFDB	0.00	0.00	0.00	0.00	0.00	0.00	.0%
			Land Purchase	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%
			Land Purchase	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%
			Construction Projects	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%
			Construction Projects	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%
			Construction Projects	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%
			Engineering Projects	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%
			Prior Year Correction	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%
			Advance Out Returns	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%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



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ACCOUNTS FOR: 8616 Tinkers Creek Greenway Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
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TOTAL Tinkers Creek Greenway Fund	0.00	0.00	0.00	0.00	0.00	0.00	.0%
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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 02

JOURNAL DETAIL 2023 2 TO 2023 2

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	Gifts And Donations 0.00	0.00	0.00	.0%
8617-70-90-909-000-00-10-191000-0.00	0.00	State Grant 0.00	0.00	0.00	.0%
8617-70-90-909-000-00-10-191000-ECGOI 0.00	0.00	State Grant -6,773.28	0.00	6,773.28	100.0%
2023/02/001059 02/10/2023 CRP	-6,773.28 REF 406975	State of Ohio OPWC/Clean Water grant for Eag			
TOTAL Eagle Creek Greenway PR 0.00	-6,773.28	-6,773.28	0.00	6,773.28	100.0%
86179092 Eagle Creek Greenway OR					
8617-70-90-909-000-00-20-250000-ECGOI 0.00	0.00	Refunds And Reimbursements 0.00	0.00	0.00	.0%
8617-70-90-909-000-00-20-280000-0.00	0.00	Transfer In 0.00	0.00	0.00	.0%
8617-70-90-909-000-00-20-290000-0.00	0.00	Advances In 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	Contractual services 0.00	0.00	0.00	.0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ACCOUNTS FOR: 8617 Eagle Creek Greenway		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8617-70-90-909-000-00-40-4000000-ECGII	0.00	0.00	0.00	Contractual Services 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-40-4000000-ECGOI	0.00	0.00	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	0.00	0.00	.0%
86179095 Eagle Creek Greenway MS								
8617-70-90-909-000-00-50-5000000-	0.00	0.00	0.00	Materials & Supplies 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-50-5000000-ECGOI	0.00	0.00	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	0.00	0.00	.0%
86179096 Eagle Creek Greenway CO								
8617-70-90-909-000-00-60-6100000-	0.00	0.00	0.00	Land Purchase 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-60-6100000-ECGOI	0.00	0.00	0.00	Land Purchase 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-60-6800000-	0.00	0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-60-6800000-ECGOI	0.00	0.00	0.00	Construction Projects 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-60-6830000-	0.00	0.00	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%
8617-70-90-909-000-00-60-6830000-ECGOI	0.00	0.00	0.00	Engineering Projects 0.00	0.00	0.00	0.00	.0%

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

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%
86179099 Eagle Creek Greenway ME					
8617-70-90-909-000-00-90-910000- 0.00					.0%
8617-70-90-909-000-00-90-921000- 0.00					.0%
TOTAL Eagle Creek Greenway ME 0.00					.0%
TOTAL Eagle Creek Greenway 0.00	-6,773.28	-6,773.28	0.00	6,773.28	100.0%
TOTAL REVENUES 0.00	-6,773.28	-6,773.28	0.00	6,773.28	



PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



FOR 2023 02

JOURNAL DETAIL 2023 2 TO 2023 2

ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
842,509.00	1,209,522.33	333,597.57	89,973.17	357,908.90	518,015.86	57.2%

GRAND TOTAL

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

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT



REPORT OPTIONS

Sequence 1 Field # Total Page Break
Sequence 2 1 Y Y
Sequence 3 9 Y N
Sequence 4 0 N N
Sequence 5 0 N N

Report title: YEAR-TO-DATE BUDGET REPORT

Year/Period: 2023/ 2
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/ 2
To Yr/Per: 2023/ 2
Include budget entries: Y
Incl encumb/liq entries: N
Sort by JE # or PO #: 1
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 Value

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

PORTAGE COUNTY

Auditor Treasurer Reconciliation Report



AS OF 02/01/2023				AS OF 02/28/2023			
FUND	TREASURER CASH BALANCE	OUTSTANDING WARRANTS -	AUDITOR CASH BALANCE =	AUDITOR CASH BALANCE	OUTSTANDING WARRANTS +	TREASURER CASH BALANCE =	
8600 Portage Park District	2,702,893.09	49,103.87	2,653,789.22	2,557,042.77	160.00	2,557,202.77	
FUND 8600 TOTALS:	2,702,893.09	49,103.87	2,653,789.22	2,557,042.77	160.00	2,557,202.77	
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

Auditor Treasurer Reconciliation Report

FUND	AS OF 02/01/2023			AS OF 02/28/2023		
	TREASURER CASH BALANCE	OUTSTANDING WARRANTS	AUDITOR CASH BALANCE	AUDITOR CASH BALANCE	OUTSTANDING WARRANTS	TREASURER CASH BALANCE
	.00	.00	.00	.00	.00	.00
FUND 8611 TOTALS:	.00	.00	.00	.00	.00	.00
8612 Morgan Park	1,523.27	.00	1,523.27	1,523.27	.00	1,523.27
FUND 8612 TOTALS:	1,523.27	.00	1,523.27	1,523.27	.00	1,523.27
8613 Franklin Bog Park	.00	.00	.00	.00	.00	.00
FUND 8613 TOTALS:	.00	.00	.00	.00	.00	.00
8614 Red Fox Boat Access Fund	.00	.00	.00	.00	.00	.00
FUND 8614 TOTALS:	.00	.00	.00	.00	.00	.00
8615 Kent Bog	.00	.00	.00	.00	.00	.00
FUND 8615 TOTALS:	.00	.00	.00	.00	.00	.00
8616 Tinkers Creek Greenway Fund	13,484.40	.00	13,484.40	13,484.40	.00	13,484.40
FUND 8616 TOTALS:	13,484.40	.00	13,484.40	13,484.40	.00	13,484.40
8617 Eagle Creek Greenway	5,325.96	.00	5,325.96	12,099.24	.00	12,099.24
FUND 8617 TOTALS:	5,325.96	.00	5,325.96	12,099.24	.00	12,099.24
REPORT TOTALS:	2,764,850.77	49,103.87	2,715,746.90	2,625,773.73	160.00	2,625,933.73

PORTAGE COUNTY



Auditor Treasurer Reconciliation Report

ALL FUNDS SUMMARY THROUGH 02/28/2023

FUND	02/01/23 AUDITOR CASH BALANCE +	TOTAL RECEIPTS -	TOTAL EXPENDITURES =	ENDING AUDITOR CASH BALANCE -	OUTSTANDING ENCUMBRANCES =	UNENCUMBERED BALANCE
8600 Portage Park Distri	2,653,789.22	-9,462.27	106,208.72	2,557,042.77	357,908.90	2,199,133.8
FUND 8600 TOTALS:	2,653,789.22	9,462.27	106,208.72	2,557,042.77	357,908.90	2,199,133.8
8601 PCPD Local Communit	.00	.00	.00	.00	.00	.0
FUND 8601 TOTALS:	.00	.00	.00	.00	.00	.0
8603 PCPD Towners Woods	.00	.00	.00	.00	.00	.0
FUND 8603 TOTALS:	.00	.00	.00	.00	.00	.0
8604 Portage Hike & Bike	.00	.00	.00	.00	.00	.0
FUND 8604 TOTALS:	.00	.00	.00	.00	.00	.0
8605 Headwaters Trails I	29,651.66	.00	.00	29,651.66	.00	29,651.6
FUND 8605 TOTALS:	29,651.66	.00	.00	29,651.66	.00	29,651.6
8606 Dix Park Improvemen	.00	.00	.00	.00	.00	.0
FUND 8606 TOTALS:	.00	.00	.00	.00	.00	.0
8607 Breakneck Creek wat	11,972.39	.00	.00	11,972.39	.00	11,972.3
FUND 8607 TOTALS:	11,972.39	.00	.00	11,972.39	.00	11,972.3
8608 PCPD Franklin Conne	.00	.00	.00	.00	.00	.0
FUND 8608 TOTALS:	.00	.00	.00	.00	.00	.0
8609 PCPD FEMA	.00	.00	.00	.00	.00	.0
FUND 8609 TOTALS:	.00	.00	.00	.00	.00	.0
8610 Breakneck Creek wat	.00	.00	.00	.00	.00	.0
FUND 8610 TOTALS:	.00	.00	.00	.00	.00	.0
8611 Berlin Lake Trail	.00	.00	.00	.00	.00	.0

PORTAGE COUNTY

Auditor Treasurer Reconciliation Report

ALL FUNDS SUMMARY THROUGH 02/28/2023

FUND	02/01/23 CASH BALANCE +	AUDITOR 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	5,325.96	-6,773.28	.00	12,099.24	.00	12,099.2
FUND 8617 TOTALS:	5,325.96	6,773.28	.00	12,099.24	.00	12,099.2
REPORT TOTALS:	2,715,746.90	16,235.55	106,208.72	2,625,773.73	357,908.90	2,267,864.8

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



Then and Now Certificate

705 Oakwood St.

Suite G-4

Ravenna, Ohio 44266

(330) 297-7728 phone

portageparkdistrict.org

admin@portageparkdistrict.org

Certificate Number 2023-03

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

3-13-2023

Date

VENDOR NAME	PURCHASE ORDER #	INVOICE DATE	PURCHASE ORDER DATE	AMOUNT	*REASON
Portage County Engineer	128938	9/1/2022	3/7/2023	\$ 449.02	Clerical error
TOTAL AMOUNT				\$ 449.02	

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
March 13, 2023 6:00 PM



Administration/Special Projects

Received draft easement from First Energy for Headwaters Trail, consulted with Prosecutor's office, returned final draft with requested amendments. Request Board authorization to enter into easement agreement pending final reviews and minor amendments in anticipation of submitting a grant application in April for construction funding.

Continued coordination with Seasons Road Fen restoration design-build project with Natural Areas Steward, DB team and OEPA.

Coordination with Western Reserve Land Conservancy on proposed Shalersville acquisition, temporarily named the "Portage Meadows" project. Sent letter of intent to partner with WRLC per motion from Board. WRLC also requests a partnership MOU, and provided a draft. WRLC, on our behalf, submitted a request for discretionary funding in the federal budget to Senators Brown and Vance. Portage Park District Foundation submitted a letter of support for the earmark.

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.

Received final draft of the Camp Spelman conservation easement and baseline documentation and shared with the Lake Spelman Preservation Society. Preparing for closing with Diamond Title at the end of March. Shinn encroachment settlement in process.

Personnel policy manual updates lead by Office Manager Seachrist; Ranger Policies development lead by Chief Ranger Nietert.

Received executed transfer agreements from Portage County Commissioners for Towner's Woods and Franklin Connector Trail parcels. Legal descriptions and updated survey are needed. Requested title report going back to railroads due to complex intersection there.

Requested title report for City of Akron parcel south of Ravenna Road bridge to understand limitations prior to leasing for overflow parking.

Coordinating with Operations Manager and requesting engineering review of potential to repurpose pool house into open-air shelter. Recommend authorizing the Executive Director to change the contract with Helmling Construction with some or all of the terms listed in the contractor's proposed revision based upon engineer's review of feasibility and cost of re-using the structure.

Grant planning for upcoming projects including Headwaters Trail construction in coordination with City of Aurora for Clean Ohio Trails, Recreational Trails (application due to ODNR April 17) and Transportation Alternative Set Aside funds through the Transportation Bill (application due this fall). Recommend the Clean Ohio grant for the section between Chamberlain and Diagonal, and the TASA funding for the section within the road rights-of-way between Diagonal and Mennonite. Consider initiating engineering this summer for the road ROW portion to get accurate scoping and costs, before submitting the TASA application.

Participated on Natural Resources Advisory Council (NRAC) for District 7 of Ohio Public Works Commission (OPWC) to review and score Greenspace Conservation applications. Working with other NRAC members to draft policy and methodology updates for next round of funding with applications due September 22. .

Bid opening for repairs to Brady Switch Tower March 13, 11:00 am.

Continued planning and pursuit of funding for multiple acquisitions.

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

2. Park Improvements

- a. Deconstruction/demolition of the house at Towner's Woods is ongoing.
- b. Site meeting planned with Portage County Bldg. Dept. to discuss possibility of repurposing the pool house.
- c. Worked with the City of Streetsboro to install on-road signage for Seneca Ponds and Trail Lake Park.
- d. Working with Cleveland Metroparks to develop and participate in trail maintenance projects as training for PPD Operations staff.

Public Engagement and Education

Engagement:

- Continuing to focus on calendar of community events and speaking engagements. Currently signed up for more than 25 events/speaking programs
- Curating testimonials via online survey (will use paper surveys at park popups in the summer)
- Designing a presentation focused on an immersive experience that focuses on sounds in the parks and audio testimonials while telling the story of Portage Parks
- Mapping out timeline for messaging, press and promotions

Education Report

- Junior Ranger Program work is almost complete and will be set to launch officially in May
- We had a good turnout for training focusing on more volunteer-led events so that we can be in more places this summer.
- Seventeen people came to the FrogWatch USA training. Observations will begin this month.
- The Park Consortium meeting had representation from 5 other departments plus the secretary of the Township Association. We are planning a Summer Showcase so that all parks can come share details of what will be happening in the area this year.
- Looking forward to the start of spring with a Bird Family Bog Preserve Peak and partnering with different groups like NeoMed and DeNovo Wellness.

Natural Areas Stewardship

Stewardship and Restoration

1. Towner's Woods-Took delivery of CRCWMA forestry mulcher. Mulched approximately 3 acres of invasive shrubs at Towner's Woods near Ski and Butterfly Trails. Follow up stem and stump treatment ongoing.
2. Eagle Creek Greenway- Completed all drill seeding of ~30 acres

Projects/Planning

1. Seasons Road Fen- monthly progress meeting, meetings with OEPA and ACOE
2. Revised PPD owned and leased acreage data
3. Bird Family Bog- organizing restoration activities (in-house, TNC)

Partnership/Collaboration

1. Lange-LEAP fund committee- revised grant application, opened next round
2. Lange- Attended Clean OH presentations and scoring with Chris
3. All NAS attended OSU Woodland, Water and Wildlife Conference
4. Curtis- Applied and awarded DNAP Cusick and Rice Research Grant to fund (2) microscopes to study the cryptogamic flora of PPD (mosses and lichens). \$1,493.99 awarded.

RESOLUTION # 2023-18

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

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

General Operating Fund #8600		
Description	Payee	Amount
Unit 30 Payroll/Personal Services	Portage County Auditor/Payroll	\$ 72,708.03
Unit 40 Contract Services		\$ 10,218.32
Contract Services: MARCS, LEADS, insurance, Adobe, background checks, appraisals/valuations, volunteer software	Ohio State Highway Patrol (LEADS), E.H. Sutton Insurance, Akron Appraisal Group, Timothy Morgan, US Bank	\$ 6,236.96
Training and Membership: Ohio Peace Officers	US Bank (hotel and food), Michelle Lee	\$ 975.00
Utilities: Natural gas at 2 locations, electric at 6 locations, internet at Ops Center, staff phones & devices.	Dominion Energy Ohio, Ohio Edison, US Bank	\$ 1,712.83
Advertising-Marketing: legal ads; Acme, Gannett, Google	US Bank	\$ 319.49
Maintenance & Repairs: vehicle and equipment maintenance and repairs, refuse hauling	US Bank	\$ 300.38
Leases: copiers	Konica Minolta	\$ 623.66
Unit 50 Materials & Supplies		\$ 4,106.05
Admin. Materials & Supplies: office supplies, paper	US Bank (Amazon), Konica Minolta	\$ 338.62
Uniforms: Clothing; boots	US Bank (Young's)	\$ 578.64
Maintenance Materials & Supplies: paint, small tools and parts, signage, lumber	US Bank (Lowe's, Harbor Freight, Carter lumber, Print and Sign)	\$ 1,328.40
Fuel: Gasoline and diesel	City of Ravenna	\$ 1,658.05
Natural Areas Materials & Supplies: hardware; seed, bags	US Bank (Tractor Supply)	\$ 202.34
Unit 60 Capital		\$ 100.00
Engineering/Architecture Projects: Season's Road Fen	Hammontree & Assoc.	\$ 100.00
Tax Levy Assessment	PC Treasurer	\$ 19,076.32
GENERAL FUND	GRAND TOTAL ALL UNITS 30 THROUGH 90	\$ 106,208.72

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 February 2023, and the attached Then and Now Certificate.

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

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on March 13, 2023.



Christine Craycroft, Executive Director

RESOLUTION #2023-19

Re: Authorize Trail Easement with First Energy for Headwaters Trail VIII

WHEREAS The Portage Park District intends to develop Headwaters Trail Phase VIII between Chamberlain Road and Diagonal Road in Mantua Township, Portage County, and

WHEREAS The Park District owns approximately a 0.85-mile of former railroad corridor adjacent to approximately 0.46-mile corridor owned by American Transmissions Systems, Inc. (First Energy) fronting on Chamberlain Road, and

WHEREAS The Park District needs access across the First Energy parcel to reach Chamberlain Road, and,

WHEREAS First Energy Real Estate Department drafted the attached Trail Easement based on similar projects with other communities, which includes recommendations from the Park District's legal counsel with other terms acceptable, and

WHEREAS It would be beneficial to execute the easement prior to trail construction grant applications, **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 Trail Easement Agreement with American Transmission Systems, pending final review and approval by legal counsel.

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

Alan Orashan **Yes** Tom Hrdy **Yes** Charles Engelhart **Yes** Kurt Ruehr **Yes** Renee Zimelis **Yes** Ruchotzke **Absent**

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on
March 13, 2023


Christine Craycroft, Executive Director

RESOLUTION #2023-20

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 set of Ranger Policies for compliance with the Ohio Collaborative policies, including Bias-Based Policing; Recruiting and Hiring and Use of Force, 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 **Commissioner Englehart** and second by **Commissioner Orashan**, the vote was as follows:

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on March 13, 2023


Christine Craycroft, Executive Director

RESOLUTION #2023-21

Re: Approving job description and pay scale for the new position of Natural Areas Manager

WHEREAS: Administration and management of the Portage Park District requires a staff position to manage the growing Natural Areas Stewardship Department and fulfill various duties integral to the management of natural resources, and

WHEREAS: The Board of Commissioners of the Portage Park District desires to establish the new position of Natural Areas Manager, reporting to the Executive Director, and

WHEREAS: Similar positions have been researched for duties, qualifications and pay ranges, **NOW THEREFORE BE IT**

RESOLVED: That the Board of Commissioners of the Portage Park District hereby approves the attached job description and pay range for the position of Natural Areas Manager and authorizes the Executive Director to hire the position within the limits of the Board-approved annual budget.

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

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on March 13, 2023


Christine Craycroft, Executive Director

