Portage Park District
Board of Commissioners Regular Meeting
October 31, 2022 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 September 26, 2022 Regular Meeting

4. Presentation and approval of Financial Statement: September, 2022 MTD and YTD Budget Report and Cash Balance Reports

5. Executive Director Update

6. Other Information/Briefing Items/Policy Updates:

    a. Bid results Dix Park Trailhead; Towner's Woods House Demolition

7. Old Business and approval of action items:
   RESOLUTION: Authorize bidding Brady Tower Improvements--TABLE

8. New Business and approval of action items:
    a. RESOLUTION: Approve 2022 Expenditures
    b. RESOLUTION: Award contract Towner's Woods structures demolition
    c. RESOLUTION: Award contract Dix Park Improvements

9. Executive Session: To discuss the sale or purchase of real estate and the hiring and compensation of personnel

10.

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

Portage Park District
Board of Commissioners Regular Meeting
September 26, 2022, 6:00 pm

PPD Operations Center
8505 Nicodemus Road
Shalersville, Ohio 44266

Minutes

President of the Board Commissioner Chuck Englehart called the meeting to order at 6:00 pm

1. Roll Call: Commissioners present: Commissioner Engelhart, Commissioner Hrdy, Commissioner Orashan. Commissioner Ruehr was absent due to illness. Staff Present: Christine Craycroft, Executive Director; Craig Alderman, Operations Manager; Andrea Metzler Public Engagement Manager; Bob Lange, Natural Areas Steward; Kevin Nietert, Chief Ranger

2. Public Comment: None. Member of the public present: Martha and Arden Sommers, Scott Lenthe, Beth Schoonover, Pam and Archie Macintosh, Steve Smith.

3. Approve minutes of the August 29, 2022, Regular Meeting: Upon a motion by Hrdy and second by Orashan the minutes of August 29 2022 were approved with the vote as follows: Commissioner Engelhart: yes; Commissioner Orashan: yes; Commissioner Hrdy: yes **Journal Entry #2022-9-26-29**

4. Presentation and approval of Financial Statement: August, MTD and YTD Budget Report and Cash Balance Reports: A highlight was receipt of the second half property taxes and payment of Auditor Treasurer fees. Upon a motion by Orashan and second by Hrdy, the financial report was unanimously approved. **Journal Entry 2022-9-26-30**

5. Executive Director Update: Staff addressed questions and discussed the attached monthly report.

6. Other Information/Briefing Items/Policy Updates:

    a. Review and accept audit report for years ending 2020-2021: The Board reviewed the report, discussed with staff and agreed with the closing documents and declined a post audit review with the auditors.
    b. Review bid received for Camp Spelman purchase: Only one bid was received for Camp Spelman, which was in acceptable format, attached.
    c. Review Capital Projects Update summary: See attached
    d. Review plans and engineer's cost estimates for Dix Park picnic area: See attached
    e. Review plans and cost estimates for Brady Switch Tower repairs: Not yet received
    f. Review proposed Articles of State Nature Preserve Dedication for Kent Bog Expansion: See attached agreement provided by the State of Ohio. Dedication as a Preserve would help facilitate management partnerships between the State and the Park District.

2. Old Business and approval of action items: Authorize bidding for Dix Park: The Board reviewed the updated plans and cost estimates. Upon a motion by Hrdy and second by Orashan **RESOLUTION 2022-36** was unanimously approved upon a roll call vote.

3. New Business and approval of action items:

   a. Approve August 2022 Expenditures: The Board reviewed the attached August expenditures list. Upon a motion by Orashan and second by Hrdy **RESOLUTION 2022-37** was unanimously papproved.

   b. Authorize and certify tax levy for 2023 to the county auditor per ORC 5705.34: Upon a motion by Hrdy and second by Orashan, attached **RESOLUTION 2022-38** unanimously was approved.

   c. Award bid for Camp Spelman purchase: Upon a motion by Orashan and seconded by Hrdy, the attached **RESOLUTION 2022-39** was unanimously approved upon a roll call vote.

   d. Authorize bidding for Brady Switch Tower repairs: Tabled upon a motion by Orashan, second by Hrdy **Journal Entry 2022-9-26-31**

   e. Authorize deconstruction and demolition of TW residential structures: The Board discussed with staff the status of the structures, and the limited potential to rehabilitate them into useable publicly accessible shelters cost-effectively. Upon a motion by Hrdy and second by Orashan, the attached **RESOLUTION 2022-40** was unanimously approved upon a roll call vote.

   f. Authorize dedication of a portion of Kent Bog Expansion as a State Nature Preserve: The Board and staff discussed the history of the acquisition of the property adjacent to Tom S. Cooperrider-Kent Bog State Nature Preserve. Upon a motion by Orashan and second by Hrdy, the Board unanimously approved **RESOLUTION 2022-41** upon a roll call vote.

4. Adjournment: Upon a motion by Orashan and second by Hrdy, the meeting adjourned at 6:37 pm.

IN TESTIMONY WHEREOF we hereunto set our hands, September 26, 2022

Chuck Engelhart, President of the Board

Christine Craycroft, Executive Director

PORTAGE PARK DISTRICT

Month to Date and Year To Date Budget & Cash Balance Report for September, 2022

GENERAL FUND

BEGINNING AUDITOR'S CASH BALANCE September 1				$3,186,170.59
ACCOUNT DESCRIPTION	**REVISED BUDGET**	**YTD ACTUAL**	**September 1-30 MTD ACTUAL**	**YTD Percentage Collected of Budget**
140000 Fines & Forfeitures	0.00	0.00	0.00	#DIV/0!
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	0.00	10,000.00	0.00	#DIV/0!
191000 HTRAN State Grant	0.00	7,995.00	0.00	#DIV/0!
192400 State Aid/Subsidy	85,000.00	0.00	0.00	0.0%
195000 Local Grant	0.00	4,976.00	0.00	#DIV/0!
General Program Revenues subtotal	86,100.00	22,971.00	0.00	26.7%
200300 Real Estate Homestead Rollback (from State)	37,000.00	30,843.25	0.00	83.4%
200400 Manufactured Home Rollback	18,000.00	1,591.32	1,591.32	8.8%
221000 Real Estate Tax	1,724,023.00	1,761,595.64	0.00	102.2%
223000 Tangible Personal Property Tax	0.00	105.98	0.00	#DIV/0!
224000 Manufactured Homes Property Tax	12,000.00	11,616.42	0.00	96.8%
230000 Interest	10,000.00	11,864.24	3,245.24	118.6%
241000 Oil & Gas Leases	10,000.00	17,958.44	845.10	179.6%
243000 Credit Card Incentives	1,000.00	0.00	0.00	0.0%
250000 Refunds and Reimbursements	0.00	0.00	0.00	#DIV/0!
291000 Advance In	0.00	170,000.00	0.00	#DIV/0!
General Operations Revenue	1,812,023.00	2,005,575.29	5,681.66	110.7%
SUBTOTAL REVENUES	**1,898,123.00**	**2,028,546.29**	**5,681.66**	**106.9%**
2021 Cash Carryover		1,925,042.14		100.0%
TOTAL REVENUES, CARRYOVER & OTHER SOURCES	**1,898,123.00**	**3,953,588.43**	**3,191,852.25**	**208.3%**
EXPENDITURES & OTHER USES	**REVISED BUDGET**	**YTD ACTUAL**	**September 1-30 MTD ACTUAL**	**YTD Percentage Expended of Budget**
311200 FT Employee Salaries	566,683.00	367,448.29	60,400.20	64.8%
311300 PT Employee Salaries	118,800.00	57,599.02	8,130.75	48.5%
312100 Sick Leave Conversion	0.00		0.00	#DIV/0!
313000 Overtime	5,000.00	488.50	27.00	9.8%
314000 Retirement	80,000.00	4,404.60	3,789.76	5.5%
321010 PERS	95,932.00	59,574.94	9,598.10	62.1%
321200 Medicare	9,936.00	6,044.75	1,023.77	60.8%
321300 Workers Compensation	11,649.00	7,308.92	1,229.91	62.7%
321400 Unemployment	10,000.00	0.00	0.00	0.0%
321500 Health Benefits	259,000.00	92,892.02	12,559.28	35.9%
30 Personal Services Unit Total	**1,157,000.00**	**595,761.04**	**96,758.77**	**51.5%**
400000 Admin Contractual Services	53,000.00	8,938.97	224.33	16.9%
400100 Training, Lodging & Memberships	15,000.00	6,997.44	1,035.00	46.6%
400101 Registration Fees	0.00	0.00	0.00	#DIV/0!
410000 Utilities: AT&T, Dominion, Ohio Edison, Verizon	30,000.00	15,402.03	1,610.82	51.3%
412000 Advertising, Marketing & Events	15,000.00	4,691.58	742.55	31.3%
413000 Maintenance & Repairs	45,000.00	16,162.00	1,589.48	35.9%
414000 Rentals and Leases	1,000.00	0.00	0.00	0.0%
414100 Leases	1,500.00	1,962.04	94.73	130.8%
420100 Audit Services	5,000.00	0.00	0.00	0.0%
428400 Auditor/Treasurer Fee	25,000.00	24,150.72	0.00	96.6%
428500 DRETAC	10,000.00	4,577.27	0.00	45.8%
492100 Local Share	78,400.00	0.00	0.00	0.0%
40 Contractual Services Unit Total	**278,900.00**	**82,882.05**	**5,296.91**	**29.7%**

500000 Admin Materials & Supplies	15,000.00	9,136.61	59.64	60.9%
509000 Uniforms	8,000.00	4,829.11	1,647.23	60.4%
510000 Office Equipment & Furnishings	10,000.00	389.23	116.99	3.9%
530000 Maintenance Materials & Supplies	50,000.00	14,139.67	1,308.74	28.3%
542000 Fuel	20,000.00	8,941.95	319.84	44.7%
544000 Natural Areas Materials & Supplies	40,000.00	7,496.92	1,054.93	18.7%
596300 Equipment Less than $5000	10,000.00	5,095.21	0.00	51.0%
596600 Furniture & Fixtures	10,000.00	0.00	0.00	0.0%
50 Materials & Supplies Unit Total	**163,000.00**	**50,028.70**	**4,507.37**	**30.7%**
610000 Land/Easement Purchase	419,560.00	0.00	0.00	0.0%
610000 Land/Easement Purchase-Bird Bog	55,440.00	50,438.17	0.00	91.0%
630000 Equipment	0.00	0.00	0.00	0.0%
650000 Vehicles	0.00	0.00	0.00	#DIV/0!
680000 Construction Projects	560,000.00	0.00	0.00	0.0%
680000 Construction Projects DXPAV	250,000.00	23,537.50	0.00	9.4%
680000 Construction Projects TLTRL	100,000.00	0.00	0.00	0.0%
683000 Engineering Projects	35,580.35	16,465.27	0.00	46.3%
683000 Engineering Projects DXPAV	15,000.00	10,710.00	4,760.00	71.4%
683000 Engineering Projects - SRFDB - Seasons Rd Fen Design Build Restoration Project	30,000.00	786.00	74.00	0.0%
683000 Engineering Projects - TLTRL- Trail Lake Picnic Area	11,000.00	3,000.00	0.00	0.0%
683000 Engineering Projects - TWBLD-Towners Woods Buildings	65,800.00	0.00	0.00	0.0%
683000 Engineering Projects - TWBRD Brady Tower	18,000.00	0.00	0.00	
60 Capital Outlay Unit Total	**1,560,380.35**	**104,936.94**	**4,834.00**	**6.7%**
910000 Transfer Out	20,000.00	20,000.00	0.00	100.0%
920000 Advance Out	0.00	0.00	0.00	#DIV/0!
946720 Tax Levy Assessment	20,000.00	19,524.50	0.00	97.6%
90 Miscellaneous Expenses Unit Total	**40,000.00**	**39,524.50**	**0.00**	**98.8%**
GRAND TOTAL EXPENDITURES & OTHER USES	**3,199,280.35**	**873,133.23**	**111,397.05**	**27.3%**
ENDING AUDITOR'S CASH BALANCE September 30 (= Cash Carryover + YTD Revenues- YTD Expenses) (Also = Auditor Beginning cash balance Septmber 1st + MTD revenues - MTD expenses)			**$**	**3,080,455.20**

Auditor Treasurer Reconciliation Report

FUND	AS OF 09/01/2022 TREASURER CASH BALANCE	- OUTSTANDING WARRANTS	= AUDITOR CASH BALANCE	AS OF 09/30/2022 AUDITOR CASH BALANCE	+ OUTSTANDING WARRANTS	= TREASURER CASH BALANCE
8600 Portage Park District	3,204,473.04	18,302.45	3,186,170.59	3,080,455.20	1,080.29	3,081,535.49
FUND 8600 TOTALS:	3,204,473.04	18,302.45	3,186,170.59	3,080,455.20	1,080.29	3,081,535.49
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						

Auditor Treasurer Reconciliation Report

	AS OF 09/01/2022			AS OF 09/30/2022		
FUND	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	5,325.96	.00	5,325.96
FUND 8617 TOTALS:	5,325.96	.00	5,325.96	5,325.96	.00	5,325.96
REPORT TOTALS:	3,266,430.72	18,302.45	3,248,128.27	3,142,412.88	1,080.29	3,143,493.17

Auditor Treasurer Reconciliation Report

ALL FUNDS SUMMARY THROUGH 09/30/2022

FUND	09/01/22 AUDITOR CASH BALANCE +	TOTAL RECEIPTS -	TOTAL EXPENDITURES =	ENDING AUDITOR CASH BALANCE -	OUTSTANDING ENCUMBRANCES =	UNENCUMBERED BALANCE
8600 Portage Park Distri	3,186,170.59	-5,681.66	111,397.05	3,080,455.20	277,627.77	2,802,827.4
FUND 8600 TOTALS:	3,186,170.59	5,681.66	111,397.05	3,080,455.20	277,627.77	2,802,827.4
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

Auditor Treasurer Reconciliation Report

ALL FUNDS SUMMARY THROUGH 09/30/2022

FUND	09/01/22 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	345.68	13,138.7
FUND 8616 TOTALS:	13,484.40	.00	.00	13,484.40	345.68	13,138.7
8617 Eagle Creek Greenwa	5,325.96	.00	.00	5,325.96	.00	5,325.9
FUND 8617 TOTALS:	5,325.96	.00	.00	5,325.96	.00	5,325.9
REPORT TOTALS:	3,248,128.27	5,681.66	111,397.05	3,142,412.88	277,973.45	2,864,439.4

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

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

FOR 2022 09 JOURNAL DETAIL 2022 9 TO 2022 9

ACCOUNTS FOR: 8600 Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009091 Park General Admin PR							
86009091 152000 Contract Services	-1,000.00	-1,000.00	0.00	0.00	0.00	-1,000.00	.0%
86009091 153000 Fees	-100.00	-100.00	0.00	0.00	0.00	-100.00	.0%
86009091 160000 Gifts And Donations	0.00	0.00	-10,000.00	0.00	0.00	10,000.00	100.0%
86009091 191000 HTRAN State Grant	0.00	0.00	-7,995.00	0.00	0.00	7,995.00	100.0%
86009091 192400 State Aid/Subsidy	-85,000.00	-85,000.00	0.00	0.00	0.00	-85,000.00	.0%
86009091 195000 Local Grant	0.00	0.00	-4,976.00	0.00	0.00	4,976.00	100.0%
TOTAL Park General Admin PR	-86,100.00	-86,100.00	-22,971.00	0.00	0.00	-63,129.00	26.7%
86009092 Park General Admin OR							
86009092 200300 Real Estate Homestead Rollback	-37,000.00	-37,000.00	-30,843.25	0.00	0.00	-6,156.75	83.4%
86009092 200400 Manufactured H Homestead Rollb	-18,000.00	-18,000.00	-1,591.32	-1,591.32	0.00	-16,408.68	8.8%
2022/09/000620 09/15/2022 GEN -1,591.32 REF 2nd Hf							

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YEAR-TO-DATE BUDGET REPORT

FOR 2022 09 JOURNAL DETAIL 2022 9 TO 2022 9

ACCOUNTS FOR: 8600 Portage Park District

ACCOUNT	DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009092 221000	Real Estate Tax	-1,710,303.00	-1,724,023.00	-1,761,595.64	0.00	0.00	37,572.64	102.2%
86009092 223000	Tangible Personal Property Tax	0.00	0.00	-105.98	0.00	0.00	105.98	100.0%
86009092 224000	Manufactured Homes Tax	-12,000.00	-12,000.00	-11,616.42	0.00	0.00	-383.58	96.8%
86009092 230000	Interest	-10,000.00	-10,000.00	-11,864.24	-3,245.24	0.00	1,864.24	118.6%

2022/09/001048 09/19/2022 GEN -3,245.24 REF August

ACCOUNT	DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009092 241000	Oil Leases	-10,000.00	-10,000.00	-17,958.44	-845.10	0.00	7,958.44	179.6%

Journal	Date	Type	Amount	Ref	Vendor	Description
2022/09/001948	09/07/2022	CRP	-453.18	REF 399291	Beck Oil and Gas	Andes 1,2,3
2022/09/001948	09/07/2022	CRP	-200.53	REF 399292	Diversified Energy	Trail Lake
2022/09/001948	09/07/2022	CRP	200.53	REF 400241	Reversal / 399292	Kreierhoff
2022/09/001948	09/07/2022	CRP	453.18	REF 400253	Reversal / 399291	Andes 1,2,3
2022/09/001949	09/22/2022	CRP	-453.18	REF 400027	Beck Oil and Gas	Park Oil Leases(Royalties)
2022/09/001949	09/22/2022	CRP	-191.39	REF 400028	Petrox	Dix3-DT2-Hahn1-6
2022/09/001949	09/22/2022	CRP	191.39	REF 400254	Reversal / 400028	Dix3-DT2-Hahn1-6
2022/09/001949	09/22/2022	CRP	453.18	REF 400255	Reversal / 400027	Park Oil Leases(Royalties)
2022/09/002007	09/27/2022	CRP	-453.18	REF 400242	Beck Energy	Park Oil Leases(Royalties)
2022/09/002007	09/27/2022	CRP	-200.53	REF 400243	Diversified Energy	Park Oil Leases(Royalties)
2022/09/002007	09/27/2022	CRP	-191.39	REF 400244	Petrox	Park Oil Leases(Royalties)

ACCOUNT	DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009092 243000	Credit Card Incentives	-1,000.00	-1,000.00	0.00	0.00	0.00	-1,000.00	.0%
86009092 291000	Advance In Repayment	0.00	0.00	-170,000.00	0.00	0.00	170,000.00	100.0%
TOTAL Park General Admin OR		-1,798,303.00	-1,812,023.00	-2,005,575.29	-5,681.66	0.00	193,552.29	110.7%

86009093 Park General Admin PS

86009093 311200 Employee Full Time Salaries

PORTAGE COUNTY

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 8600 Portage Park District

Account	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
	566,683.00	566,683.00	367,448.29	60,400.20	0.00	199,234.71	64.8%
2022/09/000008 09/02/2022 PRJ		21,603.40 REF 090222			WARRANT=090222	RUN=4 PAYROLL	
2022/09/000623 09/16/2022 PRJ		19,918.40 REF 091622			WARRANT=091622	RUN=4 PAYROLL	
2022/09/001586 09/30/2022 PRJ		18,878.40 REF 093022			WARRANT=093022	RUN=4 PAYROLL	
86009093 311300 Part Time/Seasonal Salaries	118,800.00	118,800.00	57,599.02	8,130.75	0.00	61,200.98	48.5%
2022/09/000008 09/02/2022 PRJ		2,469.75 REF 090222			WARRANT=090222	RUN=4 PAYROLL	
2022/09/000623 09/16/2022 PRJ		2,076.00 REF 091622			WARRANT=091622	RUN=4 PAYROLL	
2022/09/001586 09/30/2022 PRJ		3,585.00 REF 093022			WARRANT=093022	RUN=4 PAYROLL	
86009093 313000 Employee Overtime	5,000.00	5,000.00	488.50	27.00	0.00	4,511.50	9.8%
2022/09/001586 09/30/2022 PRJ		27.00 REF 093022			WARRANT=093022	RUN=4 PAYROLL	
86009093 314000 Retirement/Termination Payoff	80,000.00	80,000.00	4,404.60	3,789.76	0.00	75,595.40	5.5%
2022/09/000623 09/16/2022 PRJ		3,789.76 REF 091622			WARRANT=091622	RUN=4 PAYROLL	
86009093 321010 PERS	95,932.00	95,932.00	59,574.94	9,598.10	0.00	36,357.06	62.1%
2022/09/000008 09/02/2022 PRJ		3,370.24 REF 090222			WARRANT=090222	RUN=4 PAYROLL	
2022/09/000623 09/16/2022 PRJ		3,079.21 REF 091622			WARRANT=091622	RUN=4 PAYROLL	
2022/09/001586 09/30/2022 PRJ		3,148.65 REF 093022			WARRANT=093022	RUN=4 PAYROLL	
86009093 321200 Medicare	9,936.00	9,936.00	6,044.75	1,023.77	0.00	3,891.25	60.8%
2022/09/000008 09/02/2022 PRJ		340.38 REF 090222			WARRANT=090222	RUN=4 PAYROLL	
2022/09/000623 09/16/2022 PRJ		365.19 REF 091622			WARRANT=091622	RUN=4 PAYROLL	
2022/09/001586 09/30/2022 PRJ		318.20 REF 093022			WARRANT=093022	RUN=4 PAYROLL	
86009093 321300 Workers Compensation	11,649.00	11,649.00	7,308.92	1,229.91	0.00	4,340.08	62.7%
2022/09/000008 09/02/2022 PRJ		409.24 REF 090222			WARRANT=090222	RUN=4 PAYROLL	
2022/09/000623 09/16/2022 PRJ		438.33 REF 091622			WARRANT=091622	RUN=4 PAYROLL	
2022/09/001586 09/30/2022 PRJ		382.34 REF 093022			WARRANT=093022	RUN=4 PAYROLL	

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ACCOUNTS FOR: 8600 Portage Park District

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009093 321400 Unemployment	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	.0%
86009093 321500 Health Benefits	259,000.00	259,000.00	92,892.02	12,559.28	0.00	166,107.98	35.9%

2022/09/000008 09/02/2022 PRJ 4,313.29 REF 090222 WARRANT=090222 RUN=4 PAYROLL
2022/09/000623 09/16/2022 PRJ 4,313.29 REF 091622 WARRANT=091622 RUN=4 PAYROLL
2022/09/001586 09/30/2022 PRJ 3,932.70 REF 093022 WARRANT=093022 RUN=4 PAYROLL

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL Park General Admin PS	1,157,000.00	1,157,000.00	595,761.04	96,758.77	0.00	561,238.96	51.5%

86009094 Park General Admin CS

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009094 400000 Contractual Services	50,000.00	53,000.00	8,938.97	224.33	6,860.89	37,200.14	29.8%

2022/09/000161 09/01/2022 API 119.33 VND 002485 VCH 684932 US BANK **5592 8400 0101 0984 511966
2022/09/001468 09/19/2022 API 105.00 VND 002615 VCH 687207 OHIO STATE HIGH **ORI # OH0671700 513046

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009094 400100 Training & Membership	15,000.00	15,000.00	6,997.44	1,035.00	7,177.56	825.00	94.5%

2022/09/000161 09/01/2022 API 500.00 VND 050475 VCH 684889 OVERHOLT MICHAE **PORTAGE PARK DIST. 511945
2022/09/000161 09/01/2022 API 535.00 VND 002485 VCH 684932 US BANK **5592 8400 0101 0984 511966

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009094 400101 Registration Fees	0.00	0.00	0.00	0.00	20.00	-20.00	100.0%
86009094 410000 Utilities	30,000.00	30,000.00	15,402.03	1,610.82	14,097.97	500.00	98.3%

2022/09/000161 09/01/2022 API 733.88 VND 002485 VCH 684932 US BANK **5592 8400 0101 0984 511966
2022/09/001468 09/19/2022 API 52.04 VND 002844 VCH 687205 DOMINION ENERGY **4 4213 0033 513007
2022/09/001468 09/19/2022 API 406.94 VND 002875 VCH 687197 OHIO EDISON **110 139 062 985 513042
2022/09/001468 09/19/2022 API 73.54 VND 002875 VCH 687198 OHIO EDISON **110 134 809 943 513042
2022/09/001468 09/19/2022 API 117.47 VND 002875 VCH 687199 OHIO EDISON **110 122 697 896 513042
2022/09/001468 09/19/2022 API 74.63 VND 002875 VCH 687200 OHIO EDISON **110 009 208 841 513042
2022/09/001468 09/19/2022 API 78.72 VND 002875 VCH 687201 OHIO EDISON **110 009 660 868 513042
2022/09/001468 09/19/2022 API 73.60 VND 002875 VCH 687202 OHIO EDISON **110 149 150 416 513042

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
86009094 412000 Advertising, Marketing, Events	15,000.00	15,000.00	4,691.58	742.55	9,308.42	1,000.00	93.3%
2022/09/000161 09/01/2022 API			742.55 VND 002485 VCH 684932	US BANK	**5592 8400 0101 0984		511966
86009094 413000 Maintenance & Repairs	45,000.00	45,000.00	16,162.00	1,589.48	7,263.00	21,575.00	52.1%
2022/09/000161 09/01/2022 API			1,589.48 VND 002485 VCH 684932	US BANK	**5592 8400 0101 0984		511966
86009094 414000 Rentals & Leases	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	.0%
86009094 414100 Leases	1,500.00	1,500.00	1,962.04	94.73	494.72	-956.76	163.8%
2022/09/001468 09/19/2022 API			94.73 VND 001310 VCH 687203	KONICA MINOLTA	**ACCT 1283755		513029
86009094 420100 Audit Services	5,000.00	5,000.00	0.00	0.00	2,300.00	2,700.00	46.0%
86009094 428400 Auditor/Treasurer Fee Expense	25,000.00	25,000.00	24,150.72	0.00	0.00	849.28	96.6%
86009094 428500 DRETAC	10,000.00	10,000.00	4,577.27	0.00	0.00	5,422.73	45.8%
86009094 492100 Local Share	78,400.00	78,400.00	0.00	0.00	0.00	78,400.00	.0%
TOTAL Park General Admin CS	275,900.00	278,900.00	82,882.05	5,296.91	47,522.56	148,495.39	46.8%
86009095 Park General Admin MS							
86009095 500000 Admin Materials & Supplies	15,000.00	17,000.00	9,136.61	59.64	5,939.39	1,924.00	88.7%
2022/09/000161 09/01/2022 API			59.64 VND 002485 VCH 684932	US BANK	**5592 8400 0101 0984		511966

YEAR-TO-DATE BUDGET REPORT

FOR 2022 09 JOURNAL DETAIL 2022 9 TO 2022 9

ACCOUNTS FOR: 8600 Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86009095 509000 Uniforms	8,000.00	8,000.00	4,829.11	1,647.23	2,170.89	1,000.00	87.5%
2022/09/000161 09/01/2022 API 1,647.23 VND 002485 VCH 684932 US BANK **5592 8400 0101 0984 511966							
86009095 510000 Office Equipment & Furnishings	10,000.00	13,000.00	389.23	116.99	9,309.77	3,301.00	74.6%
2022/09/000161 09/01/2022 API 116.99 VND 002485 VCH 684932 US BANK **5592 8400 0101 0984 511966							
86009095 530000 Maintenance Materials/Supp	50,000.00	45,000.00	14,139.67	1,308.74	10,860.33	20,000.00	55.6%
2022/09/000161 09/01/2022 API 1,308.74 VND 002485 VCH 684932 US BANK **5592 8400 0101 0984 511966							
86009095 542000 Fuel	20,000.00	20,000.00	8,941.95	319.84	8,558.05	2,500.00	87.5%
2022/09/001468 09/19/2022 API 319.84 VND 004271 VCH 687206 RAVENNA CITY **PORTAGE PARKS DISTRICT 513057							
86009095 544000 Natural Area Materials & Supp	40,000.00	40,000.00	7,496.92	1,054.93	25,003.08	7,500.00	81.3%
2022/09/000161 09/01/2022 API 1,054.93 VND 002485 VCH 684932 US BANK **5592 8400 0101 0984 511966							
86009095 596300 Equipment Less Than $5000	10,000.00	10,000.00	5,095.21	0.00	4,904.79	0.00	100.0%
86009095 596600 Furniture & Fixtures	10,000.00	10,000.00	0.00	0.00	8,000.00	2,000.00	80.0%
TOTAL Park General Admin MS	163,000.00	163,000.00	50,028.70	4,507.37	74,746.30	38,225.00	76.5%
86009096 Park General Admin CO							
86009096 610000 Land/Easement Purchase	500,000.00	419,560.00	0.00	0.00	0.00	419,560.00	.0%

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
86009096 610000 BRDBG Land Purchase	0.00	55,440.00	50,438.17	0.00	5,001.83	0.00	100.0%
86009096 680000 Construction Projects	200,000.00	126,000.00	0.00	0.00	0.00	126,000.00	.0%
86009096 680000 DXPAV Construction Projects	0.00	250,000.00	23,537.50	0.00	24,462.50	202,000.00	19.2%
86009096 680000 TLTRL Construction Projects	0.00	134,000.00	0.00	0.00	0.00	134,000.00	.0%
86009096 680000 TWBLD Construction Projects	0.00	400,000.00	0.00	0.00	0.00	400,000.00	.0%
86009096 683000 Engineering Projects	100,000.00	35,580.35	16,465.27	0.00	115.08	19,000.00	46.6%
86009096 683000 DXPAV Engineering Projects	0.00	15,000.00	10,710.00	4,760.00	4,290.00	0.00	100.0%
2022/09/001468 09/19/2022 API 4,760.00 VND 045822 VCH 687208 KARPINSKI ENGIN **project 20220-0109 513026							
86009096 683000 SRFDB Engineering Projects	0.00	30,000.00	786.00	74.00	29,214.00	0.00	100.0%
2022/09/001468 09/19/2022 API 74.00 VND 007942 VCH 687204 HAMMONTREE & AS **PORTAGE PARK DIST; Seasons R 513019							
86009096 683000 TLTRL Engineering Projects	0.00	11,000.00	3,000.00	0.00	8,000.00	0.00	100.0%
86009096 683000 TWBLD Engineering Projects	0.00	65,800.00	0.00	0.00	65,800.00	0.00	100.0%
86009096 683000 TWBRD Engineering Projects	0.00	18,000.00	0.00	0.00	18,000.00	0.00	100.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2022 09 JOURNAL DETAIL 2022 9 TO 2022 9

ACCOUNTS FOR: 8600 Portage Park District

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL Park General Admin CO	800,000.00	1,560,380.35	104,936.94	4,834.00	154,883.41	1,300,560.00	16.7%
86009099 Park General Admin ME							
86009099 910000 Transfers Out	0.00	20,000.00	20,000.00	0.00	0.00	0.00	100.0%
86009099 946720 Tax Levy Assessment	15,000.00	20,000.00	19,524.50	0.00	475.50	0.00	100.0%
TOTAL Park General Admin ME	15,000.00	40,000.00	39,524.50	0.00	475.50	0.00	100.0%
TOTAL Portage Park District	526,497.00	1,301,157.35	-1,155,413.06	105,715.39	277,627.77	2,178,942.64	-67.5%
TOTAL REVENUES	-1,884,403.00	-1,898,123.00	-2,028,546.29	-5,681.66	0.00	130,423.29	
TOTAL EXPENSES	2,410,900.00	3,199,280.35	873,133.23	111,397.05	277,627.77	2,048,519.35	

PRIOR FUND BALANCE	1,925,042.14
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES	1,155,413.06
REVISED FUND BALANCE	3,080,455.20

YEAR-TO-DATE BUDGET REPORT

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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							
86059091 160000 Gifts And Donations	0.00	0.00	-2,000.00	0.00	0.00	2,000.00	100.0%
86059091 191000 State Grant	0.00	-160,918.00	-160,918.69	0.00	0.00	0.69	100.0%
TOTAL Headwaters Trails Impr PR	0.00	-160,918.00	-162,918.69	0.00	0.00	2,000.69	101.2%
86059099 Headwaters Trails Impr ME							
86059099 921000 Advance Out Returns	0.00	170,000.00	170,000.00	0.00	0.00	0.00	100.0%
TOTAL Headwaters Trails Impr ME	0.00	170,000.00	170,000.00	0.00	0.00	0.00	100.0%
TOTAL Headwaters Trails Improve	0.00	9,082.00	7,081.31	0.00	0.00	2,000.69	78.0%
TOTAL REVENUES	0.00	-160,918.00	-162,918.69	0.00	0.00	2,000.69	
TOTAL EXPENSES	0.00	170,000.00	170,000.00	0.00	0.00	0.00	

PRIOR FUND BALANCE	36,732.97
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES	-7,081.31
REVISED FUND BALANCE	29,651.66

YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR: 8607 Breakneck Creek Watershed

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
86079094 Breakneck Creek Water CS							
86079094 400000 Contractual Services	0.00	11,973.00	0.00	0.00	0.00	11,973.00	.0%
TOTAL Breakneck Creek Water CS	0.00	11,973.00	0.00	0.00	0.00	11,973.00	.0%
TOTAL Breakneck Creek Watershed	0.00	11,973.00	0.00	0.00	0.00	11,973.00	.0%
TOTAL EXPENSES	0.00	11,973.00	0.00	0.00	0.00	11,973.00	

PRIOR FUND BALANCE	11,972.39
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES	.00
REVISED FUND BALANCE	11,972.39

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
86169091 Tinkers Creek Greenway Fund PR							
86169091 191000 State Grant	0.00	-1,633.00	-1,208.70	0.00	0.00	-424.30	74.0%
86169091 191000 SRFDB State Grant	0.00	-1,719,130.00	-1,162,199.87	0.00	0.00	-556,930.13	67.6%
TOTAL Tinkers Creek Greenway Fund	0.00	-1,720,763.00	-1,163,408.57	0.00	0.00	-557,354.43	67.6%
86169092 Tinkers Creek Greenway Fund OR							
86169092 280000 Transfer In	0.00	-20,000.00	-20,000.00	0.00	0.00	0.00	100.0%
TOTAL Tinkers Creek Greenway Fund	0.00	-20,000.00	-20,000.00	0.00	0.00	0.00	100.0%
86169094 Tinkers Creek Greenway Fund CS							
86169094 400000 SRFDB Contractual Services	0.00	36,750.00	0.00	0.00	0.00	36,750.00	.0%
TOTAL Tinkers Creek Greenway Fund	0.00	36,750.00	0.00	0.00	0.00	36,750.00	.0%
86169096 Tinkers Creek Greenway Fund CO							
86169096 610000 SRFDB Land Purchase	0.00	1,170,846.00	1,170,499.49	0.00	345.68	0.83	100.0%

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
86169096 680000 SRFDB Construction Projects	0.00	531,534.00	0.00	0.00	0.00	531,534.00	.0%
TOTAL Tinkers Creek Greenway Fund	0.00	1,702,380.00	1,170,499.49	0.00	345.68	531,534.83	68.8%
86169099 Tinkers Creek Greenway Fund ME							
86169099 921000 Advance Out Returns	0.00	1,210.00	0.00	0.00	0.00	1,210.00	.0%
TOTAL Tinkers Creek Greenway Fund	0.00	1,210.00	0.00	0.00	0.00	1,210.00	.0%
TOTAL Tinkers Creek Greenway Fund	0.00	-423.00	-12,909.08	0.00	345.68	12,140.40	2970.1%
TOTAL REVENUES	0.00	-1,740,763.00	-1,183,408.57	0.00	0.00	-557,354.43	
TOTAL EXPENSES	0.00	1,740,340.00	1,170,499.49	0.00	345.68	569,494.83	

PRIOR FUND BALANCE	575.32
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES	12,909.08
REVISED FUND BALANCE	13,484.40

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL	526,497.00	1,321,789.35	-1,161,240.83	105,715.39	277,973.45	2,205,056.73	-66.8%

** END OF REPORT - Generated by Christine Craycroft **

RESOLUTION # 2022-42

Re: Resolution approving Portage Park District expenditures for the month of September, 2022

WHEREAS: The following expenditures have been made in the month of September, 2022 in the following budget categories:

General Operating Fund #8600		
Description	**Payee**	**Amount**
Unit 30 Payroll/Personal Services	Portage County Auditor/Payroll	$ 96,758.77
Unit 40 Contract Services		$ 5,296.91
Contract Services: LEADS, Volgistics volunteer database, BIB background investigations, Adobe, FB ads; Record Courier subscription-legal ads,graphic design services; postage; ; Ranger Psychological screening	Ohio State Highway Patrol (Leads), US Bank	$ 224.33
Training and Membership: CPR staff training; pesticide applicator licenses	US Bank; Michael Overholt	$ 1,035.00
Utilities: Natural gas at 2 locations, electric at 6 locations, internet at Ops Center, staff phones & devices.	Dominion Energy Ohio, Ohio Edison, US Bank	$ 1,610.82
Advertising-Marketing: legal ads; Meta (Facebook); Villager	US Bank	$ 742.55
Maintenance & Repairs: Waste hauling; electric repair Ops Center; stump grinding; tree removal	US Bank	$ 1,589.48
Leases: Copier lease contract for Office copier.	Konica Minolta	$ 94.73
Unit 50 Materials & Supplies		$ 4,507.37
Admin. Materials & Supplies: paper, office supplies Paint; gimbal; signs	US Bank	$ 59.64
Office Equipment and furnishings:	US Bank	$ 116.99
Uniforms: Clothing; gear	US Bank	$ 1,647.23
Maintenance Materials & Supplies: misc. hardware, TP, signs; aggregate; tools; pet waste bags; plexiglass; PPE; toolbox; gloves; gas cans; water jugs; cleaning supplies;	US Bank	1308.74
Fuel: Gasoline and diesel	City of Ravenna	$ 319.84
Natural Areas Materials & Supplies: Pesticides; native seed; Argo parts; straw; tree watering bags	US Bank	$ 1,054.93
Unit 60 Capital		$ 4,834.00
Engineering/Architecture Projects: Dix Park	Karpinski Engineering	$ 4,760.00
Engineering/Architecture Projects: Season's Road Fen	Hammontree Engineering	$ 74.00
GENERAL FUND	**GRAND TOTAL ALL UNITS 30 THROUGH 90**	$ 111,397.05

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 September, 2022, and the attached Then and Now Certificate for expenditures made prior to the purchase order.

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

Allan Orashan yea Tom Hrdy yea Charles Engelhart yea Kurt Ruehr yea

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on October 31,2022

Christine Craycroft, Executive Director

RESOLUTION #2022-43

Re: Award Contract for Towner's Woods Residence Asbestos Abatement and Demolition

WHEREAS The Portage Park District owns and operates Towner's Woods Park in Franklin Township and had contracted with Emerald Environmental who reported on asbestos abatement needs, and

WHEREAS A Request for proposals for Asbestos Abatement and Demolition was available on the Park District website, with ten proposals received and opened on October 24, 2022, summarized below:

Contractor	Asbestos Abatement	House and Poolhouse Removal	Total
C &J Contractors Inc.		$73,000.00	
A & I Health Solutions LLC	$16,500.00		
Raze International Inc.	$22,000.00	$32,000.00	$42,000.00
Daniel A. Terreri & Sons, Inc	$28,800.00		
Seigel Excavating, LLC	$17,950.00	$99,000.00	
Gibbs Construction Inc.	$17,990.00	$30,550.00	$48,540.00
Safe Air Contractors Inc.	$15,600.00		
HEPA Environmental Services, Inc.	$24,700.00		
Robert Earl Helmling Excavating		$18,000.00	
Baumann Enterprises, Inc	$14,950.00	$61,780.00	$76,730.00

WHEREAS Staff reviewed the bids received from Safe Air Contractors and Robert Earl Helmling Excavating and determined they are acceptable, and

WHEREAS The 2022 General Fund Capital Unit Budget has adequate funds available for the project, **NOW, THEREFORE BE IT**

RESOLVED by the Board of Commissioners of the Portage Park District that

1. Safe Air Contractors, Inc. is hereby awarded the contract for asbestos abatement in the amount up to $15,600
2. Robert Earl Helmling Excavating is hereby awarded the contract for demolition and disposal in the amount up to $18,000
3. The Executive Director is authorized to enter into the contract and authorize change orders up to 10% above the contract price

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

Allan Orashan yea Tom Hrdy yea Charles Engelhart yea Kurt Ruehr yea

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on October 31, 2022

Christine Craycroft, Executive Director

RESOLUTION #2022-44

Re: Award Contract for Dix Park Trailhead and Picnic Area

WHEREAS The Portage Park District owns and operatesDix Park in Ravenna Township and has contracted with Karpinski Engineering to develop plans, and bid specifications, and

WHEREAS A request for bids was advertised as required by law with sealed bids opened on October 24, 2022, and

WHEREAS Park District staff and engineer have reviewed the bids received for the project with alternates as follows:

Bidder	Base Bid	Alternate
Eclipse	$ 127,988.93	$ 141,688.84
Hummel Construction	$ 137,063.00	$ 153,236.00
YBC	$ 148,277.00	$ 155,442.00
Dawn Inc.	$ 151,981.00	$ 155,908.64

WHEREAS The project engineer and staff concur that the bid received from Eclipse is acceptable, and

WHEREAS The 2022 General Fund Capital Unit Budget has adequate funds available for the project, **NOW, THEREFORE BE IT**

RESOLVED by the Board of Commissioners of the Portage Park District that

1. Eclipse, Inc. is hereby awarded the contract for the construction of the Dix Park Trailhead and Picnic Area Alternate 1per the bid plans and specifications in the amount up to $141,689.
2. The Executive Director is authorized to enter into the contract and authorize change orders up to 10% of the contract amount.
3. Operations Manager Craig Alderman shall serve as prevailing wage coordinator

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

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

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on October 31, 2022

Christine Craycroft, Executive Director