

**Portage Park District  
Board of Commissioners Regular Meeting  
September 26, 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 August 29, 2022 Regular Meeting
4. Presentation and approval of Financial Statement: August, MTD and YTD Budget Report and Cash Balance Reports
5. Executive Director Update
6. Other Information/Briefing Items/Policy Updates:
  - a. Review and accept audit report for years ending 2020-2021
  - b. Review bid received for Camp Spelman purchase
  - c. Review Capital Projects Update summary
  - d. Review plans and engineer's cost estimates for Dix Park picnic area
  - e. Review plans and cost estimates for Brady Switch Tower repairs
  - f. Review proposed Articles of State Nature Preserve Dedication for Kent Bog Expansion
7. Old Business and approval of action items:      RESOLUTION:      Authorize bidding for Dix Park
8. New Business and approval of action items:
  - a. RESOLUTION:      Approve August 2022 Expenditures
  - b. RESOLUTION:      Authorize and certify tax levy for 2023 to the county auditor per ORC 5705.34
  - c. RESOLUTION:      Award bid for Camp Spelman purchase
  - d. RESOLUTION:      Authorize bidding for Brady Switch Tower repairs
  - e. RESOLUTION:      Authorize deconstruction and demolition of TW residential structures
  - f. RESOLUTION:      Authorize dedication of a portion of Kent Bog Expansion as a State Nature Preserve
9. Executive Session:      As needed
10. Adjourn

*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  
August 29, 2022 6:00 pm**

**PPD Operations Center  
8505 Nicodemus Road  
Shalersville, OH 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. Staff Present: Christine Craycroft, Executive Director; Craig Alderman, Operations Manager; Bob Lange, Natural Areas Steward; Andrea Metzler Public Engagement Manager; Michelle Lee, Ranger; Davon Ferrell and Marco Ruffo Maintenance II.
2. Public Comment: No members of the public, however new and recently hired staff members were introduced to the Board: Michelle Lee, Marco Ruffo, Dayvon Ferrell. The Board welcomed the new staff and thanked them for their service.
3. Approve minutes of the July 25, 2022 Regular Meeting: Upon a motion by Hrdy and second by Orashan the minutes of July 25, 2022 were approved with the vote as follows: Commissioner Engelhart: yes; Commissioner Orashan: yes; Commissioner Hrdy: Yes; Commissioner Ruehr abstained due to being absent at that meeting. **Journal Entry #2022-8-29-26.**
4. Presentation and approval of Financial Statement: July, MTD and YTD Budget Report and Cash Balance Reports: The Board reviewed the reports as presented with questions answered by staff to satisfaction. Upon a motion by Hrdy and second by Orashan, the financial report was unanimously approved. **Journal Entry 2022-8-29-27.**
5. Executive Director Update: The Board reviewed the attached staff report.
6. Other Information/Briefing Items/Policy Updates:
  - a. Trail Lake Park picnic area bid results: Review low bid, alternates, recommendations: The Board reviewed the project and bid results.
  - b. Dix Park picnic area cost estimates: Review plans and engineer's cost estimates: Final estimates and corrected plans were not available.
2. Old Business and approval of action items: None

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

3. New Business and approval of action items:

- a. Approve July 2022 Expenditures: The Board reviewed and discussed the expenditures with staff. Upon a motion by Orashan and a second by Ruehr, attached **RESOLUTION 2022-33** was unanimously approved upon a roll call vote.
- b. Authorize Renewal of Crooked River Weed Management Area MOU: The Board reviewed the MOU. Upon a motion by Orashan and a second by Hrды, attached **RESOLUTION 2022-34** was unanimously approved upon a roll call vote.
- c. Award contract Trail Lake Picnic Area: The Board reviewed the bid documents and agreed to award the contract to low bidder Platform Cement Inc., with authorization also given to the Executive Director to authorize change orders as needed up to \$113,850 upon a motion by Ruehr and second by Orashan attached **RESOLUTION 2022-35** was unanimously approved.
- d. Authorize bid for Dix Park picnic area: Motion to table and scheduling of a Special Board meeting on September 12, 6:00 by Orashan, seconded by Ruehr. **Journal Entry 2022-8-29-28**

4. Executive Session: None

5. Adjourn: Upon a motion by Ruehr and second by Orashan the meeting adjourned at 6:39 pm.

*A Special Board meeting is scheduled for September 12. The next regular meeting of the Board of Commissioners is scheduled for September 26, 2022.*

IN TESTIMONY WHEREOF we hereunto set our hands, Sept. 26, 2022

  
Chuck Engelhart, President of the Board

  
Christine Craycroft, Executive Director

*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

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

### GENERAL FUND

<b>BEGINNING AUDITOR'S CASH BALANCE August 1</b>			<b>\$2,482,744.90</b>	
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD ACTUAL	August 1 - 31 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	15,518.59	83.4%
200400 Manufactured Home Rollback	18,000.00	0.00	0.00	0.0%
221000 Real Estate Tax	1,724,023.00	1,761,595.64	815,466.76	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	4,975.56	96.8%
230000 Interest	10,000.00	8,619.00	1,748.20	86.2%
241000 Oil & Gas Leases	10,000.00	17,113.34	515.79	171.1%
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	1,999,893.63	838,224.90	110.4%
<b>SUBTOTAL REVENUES</b>	<b>1,898,123.00</b>	<b>2,022,864.63</b>	<b>838,224.90</b>	<b>106.6%</b>
2021 Cash Carryover		1,925,042.14		100.0%
<b>TOTAL REVENUES, CARRYOVER &amp; OTHER SOURCES</b>	<b>1,898,123.00</b>	<b>3,947,906.77</b>	<b>3,320,969.80</b>	<b>208.0%</b>
EXPENDITURES & OTHER USES	REVISED BUDGET	YTD ACTUAL	August 1-31 MTD ACTUAL	YTD Percentage Expended of Budget
311200 FT Employee Salaries	566,683.00	307,048.09	44,731.20	54.2%
311300 PT Employee Salaries	118,800.00	49,468.27	3,060.00	41.6%
312100 Sick Leave Conversion	0.00		0.00	#DIV/0!
313000 Overtime	5,000.00	461.50	0.00	9.2%
314000 Retirement	80,000.00	614.84	0.00	0.8%
321010 PERS	95,932.00	49,976.84	6,690.76	52.1%
321200 Medicare	9,936.00	5,020.98	672.20	50.5%
321300 Workers Compensation	11,649.00	6,079.01	812.45	52.2%
321400 Unemployment	10,000.00	0.00	0.00	0.0%
321500 Health Benefits	259,000.00	80,332.74	10,270.06	31.0%
<b>30 Personal Services Unit Total</b>	<b>1,157,000.00</b>	<b>499,002.27</b>	<b>66,236.67</b>	<b>43.1%</b>
400000 Admin Contractual Services	53,000.00	8,714.64	1,720.05	16.4%
400100 Training, Lodging & Memberships	15,000.00	5,962.44	2,271.00	39.7%
400101 Registration Fees	0.00	0.00	0.00	#DIV/0!
410000 Utilities: AT&T, Dominion, Ohio Edison, Verizon	30,000.00	13,791.21	1,820.17	46.0%
412000 Advertising, Marketing & Events	15,000.00	3,949.03	1,209.99	26.3%
413000 Maintenance & Repairs	45,000.00	14,572.52	2,844.00	32.4%
414000 Rentals and Leases	1,000.00	0.00	0.00	0.0%
414100 Leases	1,500.00	1,867.31	314.73	124.5%
420100 Audit Services	5,000.00	0.00	0.00	0.0%
428400 Auditor/Treasurer Fee	25,000.00	24,150.72	11,335.18	96.6%
428500 DRETAC	10,000.00	4,577.27	924.53	45.8%
492100 Local Share	78,400.00	0.00	0.00	0.0%
<b>40 Contractual Services Unit Total</b>	<b>278,900.00</b>	<b>77,585.14</b>	<b>22,439.65</b>	<b>27.8%</b>



500000 Admin Materials & Supplies	15,000.00	9,076.97	460.10	60.5%
509000 Uniforms	8,000.00	3,181.88	0.00	39.8%
510000 Office Equipment & Furnishings	10,000.00	272.24	0.00	2.7%
530000 Maintenance Materials & Supplies	50,000.00	12,830.93	325.64	25.7%
542000 Fuel	20,000.00	8,622.11	2,019.96	43.1%
544000 Natural Areas Materials & Supplies	40,000.00	6,441.99	863.80	16.1%
596300 Equipment Less than \$5000	10,000.00	5,095.21	5,085.21	51.0%
596600 Furniture & Fixtures	10,000.00	0.00	0.00	0.0%
<b>50 Materials &amp; Supplies Unit Total</b>	<b>163,000.00</b>	<b>45,521.33</b>	<b>8,754.71</b>	<b>27.9%</b>
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	23,537.50	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	5,950.00	5,950.00	39.7%
683000 Engineering Projects - SRFDB - Seasons Rd Fen Design Build Restoration Project	30,000.00	712.00	74.00	0.0%
683000 Engineering Projects - TLTRL- Trail Lake Picnic Area	11,000.00	3,000.00	3,000.00	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	
<b>60 Capital Outlay Unit Total</b>	<b>1,560,380.35</b>	<b>100,102.94</b>	<b>32,561.50</b>	<b>6.4%</b>
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	4,806.68	97.6%
<b>90 Miscellaneous Expenses Unit Total</b>	<b>40,000.00</b>	<b>39,524.50</b>	<b>4,806.68</b>	<b>98.8%</b>
<b>GRAND TOTAL EXPENDITURES &amp; OTHER USES</b>	<b>3,199,280.35</b>	<b>761,736.18</b>	<b>134,799.21</b>	<b>23.8%</b>
ENDING AUDITOR'S CASH BALANCE August 31 (= Cash Carryover + YTD Revenues- YTD Expenses) (Also = Auditor Beginning cash balance August 1st + MTD revenues - MTD expenses)			\$	3,186,170.59

# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

ACCOUNTS FOR: 8600	Portage Park District							
ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
<b>86009091 Park General Admin PR</b>								
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%		
<b>86009092 Park General Admin OR</b>								
86009092 200300	Real Estate Homestead Rollback							
-37,000.00	-37,000.00	-30,843.25	-15,518.59	0.00	-6,156.75	83.4%		
2022/08/002211	08/30/2022 CRP	-15,518.59	REF 398887	State of Ohio	TAX0600772024			
86009092 200400	Manufactured H Homestead Rollb							
-18,000.00	-18,000.00	0.00	0.00	0.00	-18,000.00	.0%		

# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

ACCOUNTS FOR: 8600	Portage Park District	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	-815,466.76	0.00	37,572.64	102.2%
2022/08/000393	08/12/2022 GEN		-815,466.76	REF 2nd Hf		Real & Special		
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	-4,975.56	0.00	-383.58	96.8%
2022/08/001444	08/19/2022 GEN		-4,975.56	REF 2nd Hf		2nd Half 2022 Mobile Home Tax		
86009092 230000	Interest	-10,000.00	-10,000.00	-8,619.00	-1,748.20	0.00	-1,381.00	86.2%
2022/08/001073	08/19/2022 GEN		-1,748.20	REF JULY		JULY Interest Allocation		
86009092 241000	Oil Leases	-10,000.00	-10,000.00	-17,113.34	-515.79	0.00	7,113.34	171.1%
2022/08/000294	08/01/2022 CRP		-405.59	REF 397323		Beck oil and Gas, In Spelman-Andes 1,2,3		
2022/08/001890	08/23/2022 CRP		-110.20	REF 398561		Petrox Dix #3-Dix Thompson-Hahn #1-6		
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	-1,999,893.63	-838,224.90	0.00	187,870.63	110.4%
86009093 Park General Admin PS								
86009093 311200	Employee Full Time Salaries	566,683.00	566,683.00	307,048.09	44,731.20	0.00	259,634.91	54.2%
2022/08/000033	08/05/2022 PRJ		21,725.60	REF 080522		WARRANT=080522	RUN=4 PAYROLL	
2022/08/000936	08/19/2022 PRJ		23,005.60	REF 081922		WARRANT=081922	RUN=4 PAYROLL	

# PORTAGE COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

ACCOUNTS FOR: 8600	Portage Park District							
ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
86009093 311300	Part Time/Seasonal Salaries							
118,800.00	118,800.00	49,468.27	3,060.00	0.00	69,331.73	41.6%		
2022/08/000033	08/05/2022 PRJ	1,785.00	REF 080522	WARRANT=080522	RUN=4 PAYROLL			
2022/08/000936	08/19/2022 PRJ	1,275.00	REF 081922	WARRANT=081922	RUN=4 PAYROLL			
86009093 313000	Employee Overtime							
5,000.00	5,000.00	461.50	0.00	0.00	4,538.50	9.2%		
86009093 314000	Retirement/Termination Payoff							
80,000.00	80,000.00	614.84	0.00	0.00	79,385.16	.8%		
86009093 321010	PERS							
95,932.00	95,932.00	49,976.84	6,690.76	0.00	45,955.16	52.1%		
2022/08/000033	08/05/2022 PRJ	3,291.48	REF 080522	WARRANT=080522	RUN=4 PAYROLL			
2022/08/000936	08/19/2022 PRJ	3,399.28	REF 081922	WARRANT=081922	RUN=4 PAYROLL			
86009093 321200	Medicare							
9,936.00	9,936.00	5,020.98	672.20	0.00	4,915.02	50.5%		
2022/08/000033	08/05/2022 PRJ	330.52	REF 080522	WARRANT=080522	RUN=4 PAYROLL			
2022/08/000936	08/19/2022 PRJ	341.68	REF 081922	WARRANT=081922	RUN=4 PAYROLL			
86009093 321300	Workers Compensation							
11,649.00	11,649.00	6,079.01	812.45	0.00	5,569.99	52.2%		
2022/08/000033	08/05/2022 PRJ	399.68	REF 080522	WARRANT=080522	RUN=4 PAYROLL			
2022/08/000936	08/19/2022 PRJ	412.77	REF 081922	WARRANT=081922	RUN=4 PAYROLL			
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	80,332.74	10,270.06	0.00	178,667.26	31.0%		
2022/08/000033	08/05/2022 PRJ	5,135.03	REF 080522	WARRANT=080522	RUN=4 PAYROLL			
2022/08/000936	08/19/2022 PRJ	5,135.03	REF 081922	WARRANT=081922	RUN=4 PAYROLL			
TOTAL Park General Admin PS								
1,157,000.00	1,157,000.00	499,002.27	66,236.67	0.00	657,997.73	43.1%		

# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

ACCOUNTS FOR: 8600		Portage Park District																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
--------------------	--	-----------------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

ACCOUNTS FOR: 8600	Portage Park District	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
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	1,867.31	314.73	589.45	-956.76	163.8%
2022/08/000396	08/01/2022 API		110.00	VND 001310 VCH 681371	KONICA MINOLTA	**Acct # 1316072		510295
2022/08/001858	08/24/2022 API		94.73	VND 001310 VCH 684125	KONICA MINOLTA	**1283755		511552
2022/08/001858	08/24/2022 API		110.00	VND 001310 VCH 684126	KONICA MINOLTA	**1316072 7/22-8/21		511553
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	11,335.18	0.00	849.28	96.6%
2022/08/000393	08/12/2022 GEN		10,726.76	REF 2nd Hf		Real & Special		
2022/08/001444	08/19/2022 GEN		608.42	REF 2nd Hf		2nd Half 2022 Mobile Home Tax		
86009094 428500	DRETAC	10,000.00	10,000.00	4,577.27	924.53	0.00	5,422.73	45.8%
2022/08/000393	08/12/2022 GEN		822.02	REF 2nd Hf		Real & Special		
2022/08/001444	08/19/2022 GEN		102.51	REF 2nd Hf		2nd Half 2022 Mobile Home Tax		
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	77,585.14	22,439.65	52,594.47	148,720.39	46.7%
86009095	Park General Admin MS							
86009095 500000	Admin Materials & Supplies	15,000.00	17,000.00	9,076.97	460.10	5,999.03	1,924.00	88.7%
2022/08/000785	08/02/2022 API		460.10	VND 002485 VCH 681588	US BANK	**Acct # 5592 8400 0101 0984		510691

# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

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	3,181.88	0.00	3,818.12	1,000.00	87.5%
86009095 510000	Office Equipment & Furnishings	10,000.00	13,000.00	272.24	0.00	12,475.76	252.00	98.1%
86009095 530000	Maintenance Materials/Supp	50,000.00	45,000.00	12,830.93	325.64	12,169.07	20,000.00	55.6%
2022/08/000785	08/02/2022 API		325.64 VND	002485 VCH 681588	US BANK	**Acct # 5592 8400 0101 0984		510691
86009095 542000	Fuel	20,000.00	20,000.00	8,622.11	2,019.96	8,877.89	2,500.00	87.5%
2022/08/000787	08/08/2022 API		264.90 VND	004271 VCH 682285	RAVENNA CITY	**Portage Park District Diesel		510660
2022/08/000787	08/08/2022 API		1,755.06 VND	004271 VCH 682288	RAVENNA CITY	**Portage Park District Gas		510660
86009095 544000	Natural Area Materials & Supp	40,000.00	40,000.00	6,441.99	863.80	26,058.01	7,500.00	81.3%
2022/08/000785	08/02/2022 API		863.80 VND	002485 VCH 681588	US BANK	**Acct # 5592 8400 0101 0984		510691
86009095 596300	Equipment Less Than \$5000	10,000.00	10,000.00	5,095.21	5,085.21	4,904.79	0.00	100.0%
2022/08/000785	08/02/2022 API		5,085.21 VND	002485 VCH 681588	US BANK	**Acct # 5592 8400 0101 0984		510691
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	45,521.33	8,754.71	82,302.67	35,176.00	78.4%
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%

# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

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	560,000.00		0.00	0.00	0.00	560,000.00	.0%
86009096 680000 DXPAV	Construction Projects							
	0.00	250,000.00		23,537.50	23,537.50	24,462.50	202,000.00	19.2%
2022/08/000787 08/08/2022 API		23,537.50	VND 051038 VCH 682291		HARTVILLE BARN	**Dix Park Shelter		510617
86009096 680000 TLTRL	Construction Projects							
	0.00	100,000.00		0.00	0.00	0.00	100,000.00	.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		5,950.00	5,950.00	9,050.00	0.00	100.0%
2022/08/001858 08/24/2022 API		5,950.00	VND 045822 VCH 684115		KARPINSKI ENGIN	**PROJ. 2022-109		511548
86009096 683000 SRFDB	Engineering Projects							
	0.00	30,000.00		712.00	74.00	29,288.00	0.00	100.0%
2022/08/001858 08/24/2022 API		74.00	VND 007942 VCH 684123		HAMMONTREE & AS	**ENGINEERING SERVICES PARK DI		511534
86009096 683000 TLTRL	Engineering Projects							
	0.00	11,000.00		3,000.00	3,000.00	8,000.00	0.00	100.0%
2022/08/001858 08/24/2022 API		3,000.00	VND 045822 VCH 684116		KARPINSKI ENGIN	**PROJ. 2021-0063		511548
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%



# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

ACCOUNTS FOR: 8600 Portage Park District		YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP	REVISED BUDGET					
TOTAL Park General Admin CO						
800,000.00	1,560,380.35	100,102.94	32,561.50	159,717.41	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	4,806.68	475.50	0.00	100.0%
2022/08/001858 08/24/2022 API 4,806.68 VND 004261 VCH 684114 PO CO TREASURER **2021 2ND HALF RE TAXES PARK 511601						
TOTAL Park General Admin ME						
15,000.00	40,000.00	39,524.50	4,806.68	475.50	0.00	100.0%
TOTAL Portage Park District						
526,497.00	1,301,157.35	-1,261,128.45	-703,425.69	295,090.05	2,267,195.75	-74.2%
TOTAL REVENUES						
-1,884,403.00	-1,898,123.00	-2,022,864.63	-838,224.90	0.00	124,741.63	
TOTAL EXPENSES						
2,410,900.00	3,199,280.35	761,736.18	134,799.21	295,090.05	2,142,454.12	
PRIOR FUND BALANCE			1,925,042.14			
CHANGE IN FUND BALANCE - NET OF REVENUES AND EXPENSES			1,261,128.45			
REVISED FUND BALANCE			3,186,170.59			

# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

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			

# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

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			

# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

ACCOUNTS FOR: 8616 Tinkers Creek Greenway Fund		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
<b>86169091 Tinkers Creek Greenway Fund PR</b>								
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%
<b>86169092 Tinkers Creek Greenway Fund OR</b>								
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%
<b>86169094 Tinkers Creek Greenway Fund CS</b>								
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%
<b>86169096 Tinkers Creek Greenway Fund CO</b>								
86169096 610000 SRFDB	Land Purchase	0.00	1,170,846.00	1,170,499.49	0.00	345.68	0.83	100.0%

# PORTAGE COUNTY

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

ACCOUNTS FOR: 8616 Tinkers Creek Greenway Fund		YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP	REVISED BUDGET					
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			

## YEAR-TO-DATE BUDGET REPORT

FOR 2022 08

JOURNAL DETAIL 2022 8 TO 2022 8

ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL						
526,497.00	1,321,789.35	-1,266,956.22	-703,425.69	295,435.73	2,293,309.84	-73.5%

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

## Auditor Treasurer Reconciliation Report

AS OF 08/01/2022				AS OF 08/31/2022						
FUND	TREASURER CASH BALANCE	-	OUTSTANDING WARRANTS	=	AUDITOR CASH BALANCE	+	OUTSTANDING WARRANTS	=	TREASURER CASH BALANCE	
8600 Portage Park District	2,535,062.50		52,317.60		2,482,744.90		3,186,170.59		18,302.45	3,204,473.04
FUND 8600 TOTALS:	2,535,062.50		52,317.60		2,482,744.90		3,186,170.59		18,302.45	3,204,473.04
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 08/01/2022				AS OF 08/31/2022						
FUND	TREASURER CASH BALANCE	-	OUTSTANDING WARRANTS	=	AUDITOR CASH BALANCE	AUDITOR CASH BALANCE	+	OUTSTANDING WARRANTS	=	TREASURER CASH BALANCE
	.00		.00		.00			.00		.00
FUND 8611 TOTALS:	.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
FUND 8613 TOTALS:	.00		.00		.00			.00		.00
8614 Red Fox Boat Access Fund	.00		.00		.00			.00		.00
FUND 8614 TOTALS:	.00		.00		.00			.00		.00
8615 Kent Bog	.00		.00		.00			.00		.00
FUND 8615 TOTALS:	.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:	2,597,020.18		52,317.60		2,544,702.58	3,248,128.27		18,302.45		3,266,430.72



## Auditor Treasurer Reconciliation Report

ALL FUNDS SUMMARY THROUGH 08/31/2022

FUND	08/01/22 AUDITOR CASH BALANCE +	TOTAL RECEIPTS -	TOTAL EXPENDITURES =	ENDING AUDITOR CASH BALANCE -	OUTSTANDING ENCUMBRANCES =	UNENCUMBERED BALANCE
8600 Portage Park Distri	2,482,744.90	-838,224.90	134,799.21	3,186,170.59	295,090.05	2,891,080.5
FUND 8600 TOTALS:	2,482,744.90	838,224.90	134,799.21	3,186,170.59	295,090.05	2,891,080.5
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 08/31/2022

FUND	08/01/22 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:	2,544,702.58	838,224.90	134,799.21	3,248,128.27	295,435.73	2,952,692.5

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

**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**  
**September 26, 2022 6:00 PM**



## **Administration/Special Projects**

### Administration

1. Coordination with architects and engineers with ongoing projects and plans.
2. Consultation with legal counsel and WRLC on addressing Camp Spelman encroachments and bidding. Received one bid for the sale of Camp Spelman from the Lake Spelman Preservation Society LLC for \$600.00 plus an offer to open the property for occasional educational programs.
3. Continued pursuit of potential acquisitions for conservation and trail corridors.
4. Received final Agreed Upon Procedures Audit Report from the Independent Public Accountant for fiscal years ending 2020-2021. Auditors presented draft closing documents for review and acceptance.
5. Continued liaising with Portage Park District Foundation
6. Participated in amending policy and scoring methodology for Clean Ohio District 7 NRAC.
7. Transitioned internet at Administration Office; ordered four new laptops and associated technology.
8. Attended Greater Cleveland Trails and Greenways virtual conference.

### Human Resources

1. Posted and advertised open positions for Office Manager and Education Program Coordinator. Screened applications; started interview process with Public Engagement Manager and Education Outreach Specialist.
2. Posted Board vacancy on website and newsletter; received few applications. Will promote through other media as well.

## **Park Operations, Maintenance, Improvement**

### Maintenance

1. 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.
2. Continued weekly monitoring of Camp Spelman dam according to ODNR approved Operations Maintenance and Inspection manual.
3. Beginning end-of-year evaluation of vehicles and equipment.

### Park Improvements

1. Reviewed Dix Park and Trail Lake improvement bid plans with Director and engineer
2. Participated in preconstruction meeting with engineer and contractor, Platform Cement, Inc., for Trail Lake Picnic Area. Construction planned to be completed in October.
3. Completed new meadow loop trail at Dix Park.

## **Public Engagement and Education**

1. Continued management of social media, newsletters, ads and earned media press contacts.

2. Reviewing applications for Education Coordinator position.
3. Continued public programs for all ages. Held Kent Bog Expansion Preserve Peak. Staff participated in presentation on PPD to Ravenna HS Government class. Partnered for a presence at the Portage County Fair and Ravenna Balloon A Fair parade.
4. Volunteer program administration—intake of new volunteers, scheduling and management of current volunteers.

## **Natural Areas Stewardship**

### Stewardship and Restoration

1. Eagle Creek Greenway- continued mowing and spraying in preparation for meadow planting in fall; installed a deer enclosure around population of closed bottle gentian
2. Bird Family Bog- site visits to evaluate contracted invasive plant control in bog, planning for meadow seeding funded through WCC
3. Processed Kent Bog Expansion archery permits.
4. Seasons Road Fen monthly progress meeting; Observed contracted drone spraying of invasive plants in the main wetland and spraying in preparation for reforestation and meadow seeding.

### Partnership/Collaboration

1. Met with Dr. Rocha from KSU to review our properties and research needs and developed eight research project ideas for Trail Lake, Bird Family Bog and Kent Bog Expansion. Attended Dr. Rocha's Conservation Biology class, presented projects to students and provided instructions for access.
2. Research, contacts and visit with other regional natural resource managers to explore options for wildlife management.
3. Curtis and Roberts assisted CMNH with their annual workday at Mentor Marsh SNP (Argogeddon).
4. Site visits to Seneca Ponds, Trail Lake and Towner's Woods with ODOW to evaluate fisheries and develop a renewed management agreement.
5. Upper Cuyahoga Scenic River Advisory Council meeting at Camp Hi; reviewed prohibited access for paddlers on Lake Rockwell.

### Staff/Training

1. Lange- began Leadership Portage County. Opening retreat included a day long visit to Camp JAG and a workday on a Habitat for Humanity build in Ravenna.
2. Renewed all NAS Commercial Applicators Licenses; Lange completing recertification credits.

## **Ranger Department for the month of July**

### Patrol Activities

1. Foot patrol miles – 16.9; Bike patrol miles – 42.7; Visitor Contacts – 82; Building Checks – 1; Warnings –0
2. Monitoring of trail cameras and debris to address trespass. Collaborated with staff on boundary patrol and neighbor relations
3. Assisted visitor with bike flat tire.

### Administrative Activities

1. Training completed: LEADS online; required 24 hours of Continuing Professional Training; KnowBe4 online security awareness training
2. Uniform patches and Ranger badge orders
3. Assisted with traffic control for Potato Stomp Race on Headwaters Trail.



**PORTAGE PARK DISTRICT  
PORTAGE COUNTY  
AGREED-UPON PROCEDURES  
FOR THE YEARS ENDED DECEMBER 31, 2021 - 2020**

313 Second St.  
Marietta, OH 45750  
740 373 0056

1907 Grand Central Ave.  
Vienna, WV 26105  
304 422 2203

150 W. Main St., #A  
St. Clairsville, OH 43950  
740 695 1569

1310 Market St., #300  
Wheeling, WV 26003  
304 232 1358

749 Wheeling Ave., #300  
Cambridge, OH 43725  
740 435 3417

[www.perrycpas.com](http://www.perrycpas.com)

PORTAGE PARK DISTRICT  
PORTAGE COUNTY

TABLE OF CONTENTS

<u>TITLE</u>	<u>PAGE</u>
Independent Accountants' Report on Applying Agreed-Upon Procedures.....	1

DRAFT

## **INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES**

Portage Park District  
Portage County  
705 Oakwood Street #G-4  
Ravenna, Ohio 44266

We have performed the procedures enumerated below on the Portage Park District, Portage County (the District) receipts, disbursements and balances recorded in the cash basis accounting records for the years ended December 31, 2021 and 2020 and certain compliance requirements related to those transactions and balances, included in the information provided to us by the management of the District. The District is responsible for the receipts, disbursements and balances recorded in the cash basis accounting records for the years ended December 31, 2021 and 2020 and certain compliance requirements related to these transactions and balances included in the information provided to us by the District.

The Board of Trustees and the management of the District have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of providing assistance in the evaluation of the District's receipts, disbursements and balances recorded in their cash-basis accounting records for the years ended December 31, 2021 and 2020, and certain compliance requirements related to these transactions and balances. Additionally, the Auditor of State has agreed to and acknowledged that the procedures performed are appropriate to meet their purposes. No other party acknowledged the appropriateness of the procedures. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of the report and may not meet the needs of all users of the report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes. The sufficiency of the procedures is solely the responsibility of the parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

For the purposes of performing these procedures, this report only describes exceptions exceeding \$10.

The procedures and the associated findings are as follows:

### **Cash**

1. Portage County is custodian for the District's deposits, and therefore the County's deposit pool holds the District's assets. We compared the District's fund balances reported in its December 31, 2019 Auditor Treasurer Reconciliation Report to the balances reported in the Portage County accounting records. We noted no exceptions.
2. We agreed the January 1, 2020 beginning fund balances for each opinion unit recorded in the Auditor Treasurer Reconciliation Report to the December 31, 2019 balances in the prior year audited statements. We found no exceptions. We also agreed the January 1, 2021 beginning fund balances for each fund recorded in the Auditor Treasurer Report to the December 31, 2020 balances in the Auditor Treasurer Report. We found no exceptions.

### **Cash (Continued)**

3. We agreed the 2021 and 2020 Auditor Cash Balances of December 31, 2021 and 2020 to the total fund cash balances reported in the Cash Balance Report and the financial statements filed by the Township in the Hinkle System. We noted that the District did not include the Breakneck Creek Watershed Fund and the Morgan Park Fund amounts in the 2021 Combined Statement of Receipts, Disbursements, and Changes in Fund Balances. No other exceptions were noted.

### **Property Taxes and Intergovernmental Cash Receipts**

1. We selected a total of five receipts from the *Statement of Semiannual Apportionment of Taxes*, the State Distribution Transaction Lists (DTL) and the Portage County Vendor Invoice Lists from 2021 and a total of five from 2020:
  - a. We compared the amounts from the *above-named reports* to the amount recorded in the Year-to-Date Budget Report. The amounts agreed.
  - b. We inspected the Year-to-Date Budget Report to determine these receipts were allocated to the proper funds as required by Ohio Rev. Code §§ 5705.05-.06 and 5705.10. We found no exceptions.
  - c. We inspected the Year-to-date Budget Report to determine whether the receipt was recorded in the proper year. The receipt was recorded in the proper year. We found no exceptions.
2. We inspected the Year-to-Date Budget Report to determine whether it included two real estate tax receipts for 2021 and 2020. The Year-to-Date Budget Report included the proper number of tax receipts for each year. We found no exceptions.

### **Debt**

1. The prior audit documentation disclosed no debt outstanding as of December 31, 2019.
2. We inquired of management, and inspected the Year to Date Budget Report for evidence of debt issued during 2021 or 2020 or debt payment activity during 2021 or 2020. There were no new debt issuances, nor any debt payment activity during 2021 or 2020.

### **Payroll Cash Disbursements**

1. We selected one payroll check for five employees from 2021 and one payroll check for five employees from 2020 from the Detail Check History Report and:
  - a. We compared the hours and pay rate, or salary recorded in the Detail Check History Report to supporting documentation (timecard, legislatively or statutorily-approved rate or salary).
    - i. We inspected the employees' personnel files for the Retirement system, Federal, State & Local income tax withholding authorization.
    - ii. We agreed these items to the information used to compute gross and net pay related to this check.We found no exceptions.
  - b. We inspected the fund and account codes to which the check was posted to determine the posting was allowable based on the employees' duties as documented in the minute record. We found no exceptions.
  - c. We confirmed the payment was posted to the proper year. We found no exceptions.



### Payroll Cash Disbursements (Continued)

2. We inspected the last remittance of tax and retirement withholdings for the year ended December 31, 2021 to confirm whether remittances were timely paid, and if the amounts paid agreed to the amounts withheld, plus the employer's share where applicable, during the final withholding period of 2021. We observed the following:

Withholding (plus employer share, where applicable)	Date Due	Date Paid	Amount Due	Amount Paid
Federal income taxes & Medicare (and social security, for employees not enrolled in pension system)	January 31, 2022	January 19, 2022	\$7,149.48	\$7,149.48
State income taxes	January 15, 2022	January 14, 2022	\$741.61	\$741.61
OPERS retirement	January 30, 2022	January 20, 2022	\$9,668.21	\$9,668.21

We found no exceptions.

### Non-Payroll Cash Disbursements

1. We selected 10 disbursements from the Year-to-Date Budget Report for the year ended December 31, 2021 and 10 from the year ended 2020 and determined whether:
  - a. The disbursements were for a proper public purpose. We found no exceptions.
  - b. The check number, date, payee name and amount recorded on the returned, canceled check agreed to the check number, date, payee name and amount recorded in the Year-to-Date Budget Report and to the names and amounts on the supporting invoices. We found no exceptions.
  - c. The payment was posted to a fund consistent with the restricted purpose for which the fund's cash can be used. We found no exceptions.
  - d. The Executive Director certified disbursements requiring certification or issued a *Then and Now Certificate*, as required by Ohio Rev. Code § (§) 5705.41(D). We found two instances in 2021 where the certification date was after the vendor invoice date, and there was also no evidence that a *Then and Now Certificate* was issued. Ohio Rev. Code § (§) 5705.41(D) requires certifying at the time of a commitment, which should be on or before the invoice date, unless a *Then and Now Certificate* is used. Because we did not inspect all disbursements requiring certification, our report provides no assurance whether or not additional similar errors occurred.

### Compliance – Budgetary

1. Ohio Rev. Code §5705.41(B) prohibits expenditures (disbursements plus certified commitments) from exceeding appropriations. We compared total expenditures to total approved appropriations (Ohio Rev. Code §§ 5705.38 and 5705.40) plus any carryover appropriations for the years ended December 31, 2021 and 2020 for the General, Headwaters Trail Improvement, and Eagle Creek Greenway funds. Expenditures did not exceed appropriations.
2. We inspected interfund transfers from 2021 and 2020 Year-to-Date Budget Reports for compliance with Ohio Rev. Code §§ 5705.14 - .16. We found no evidence of transfers these Sections prohibit, or for which Ohio Rev. Code § 5705.16 would require approval by the Tax Commissioner.

### **Compliance – Budgetary (Continued)**

3. We inspected Year-to-Date Budget Report for the years ended December 31, 2021 and 2020 for negative cash fund balances. Ohio Rev. Code § 5705.10 (I) provides that money paid into a fund must be used for the purposes for which such fund is established. As a result, a negative fund cash balance indicates that money from one fund was used to cover the expenses of another. No funds had a negative cash fund balances.

### **Sunshine Law Compliance**

1. We obtained and inspected the District's Public Records Policy to determine the policy was in accordance with Ohio Rev. Code §§ 149.43(E)(2) and 149.43(B)(7)(c) and did not limit the number of responses that may be made to a particular person, limit the number of responses during a specified period of time, or establish a fixed period of time before it will respond unless that period is less than eight hours. We found no exceptions.
2. We selected the total population of public records requests from the engagement period and inspected each request to determine the following:
  - a. The District was compliant and responded to the request in accordance with their adopted policy as required by Ohio Rev. Code § 149.43(B)(1). We found no exceptions.
  - b. The District did not have any denied public records requests during the engagement period.
  - c. The District did not have any public records requests with redactions during the engagement period.
3. We inquired whether the District had a records retention schedule, and observed that it was readily available to the public as required by Ohio Rev. Code § 149.43(B)(2). We found no exceptions.
4. We inspected written evidence that the Public Records Policy was provided to the records custodian/manager as required by Ohio Rev. Code § 149.43(E)(2). We found no exceptions.
5. We inspected the District's policy manual and determined the public records policy was included as required by Ohio Rev. Code § 149.43(E)(2). We found no exceptions.
6. We observed that the District's poster describing their Public Records Policy was displayed conspicuously in all branches of the District as required by Ohio Rev. Code § 149.43(E)(2). We found no exceptions.
7. We inquired with District management and determined that the District did not have any applications for record disposal submitted to the Records Commission during the engagement period.
8. We inquired with District management and determined that the District did not have any elected officials subject to the Public Records Training requirements during the engagement period as required by Ohio Rev. Code §§ 149.43(E)(1) and 109.43(B).
9. We inspected the public notices for the public meetings held during the engagement period and determined the District notified the general public and news media of when and where meetings during the engagement period were to be held as required by Ohio Rev. Code § 121.22(F). We found no exceptions.

### **Sunshine Law Compliance (Continued)**

10. We inspected the minutes of public meetings during the engagement period in accordance with Ohio Rev. Code § 121.22(C) and determined whether they were:
- a. Prepared – a file is created following the date of the meeting
  - b. Filed – placed with similar documents in an organized manner
  - c. Maintained - retained, at a minimum, for the engagement period
  - d. Open to public inspection – available for public viewing or request.
- We found no exceptions.

11. We inspected the minutes from the engagement period in accordance with Ohio Rev. Code § 121.22(G) and determined the following:
- a. Executive sessions were only held at regular or special meetings.
  - b. The purpose for the meetings and going into an executive session (when applicable) correlated with one of the matters listed in Ohio Rev. Code § 121.22(G).
  - c. Formal governing board actions were adopted in open meetings.
- We found no exceptions.

### **Other Compliance**

1. Ohio Rev. Code § 117.38 requires these districts to file their financial information in the HINKLE system within 60 days after the close of the fiscal year. This statute also permits the Auditor of State to extend the deadline for filing a financial report and establish terms and conditions for any such extension. Auditor of State established policies, regarding the filing of complete financial statements, as defined in AOS Bulletin 2015-007 in the Hinkle System. We confirmed the District filed their complete financial statements, as defined by AOS Bulletin 2015-007 and Auditor of State established policy within the allotted timeframe for the years ended December 31, 2021 and 2020 in the Hinkle system. We found no exceptions.

We were engaged by the District to perform this agreed-upon procedures engagement and conducted our engagement in accordance with the attestation standards established by the AICPA and the Comptroller General of the United States' *Government Auditing Standards*. We were not engaged to, and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the District's receipts, disbursements, balances and compliance with certain laws and regulations. Accordingly, we do not express an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the District and to meet our ethical responsibilities, in accordance with the ethical requirements established by the Comptroller General of the United States' *Government Auditing Standards* related to our agreed upon procedures engagement.



**Perry and Associates**  
Certified Public Accountants, A.C.  
Marietta, Ohio

August 10, 2022



313 Second St.  
Marietta, OH 45750  
740.373.0056

1907 Grand Central Ave.  
Vienna, WV 26105  
304.422.2203

150 West Main St.  
St. Clairsville, OH 43950  
740.695.1569

1310 Market Street, Suite 300  
Wheeling, WV 26003  
304.232.1358

749 Wheeling Ave., Suite 300  
Cambridge, OH 43725  
740.435.3417

August 10, 2022

Portage Park District  
Portage County  
705 Oakwood Street #G-4  
Ravenna, Ohio 44266

To the Fiscal Officer and Board of Trustees:

Enclosed you will find a "draft" copy of the **Portage Park District**, Portage County Agreed-Upon Procedures report.

Please review the report and feel free to call if you have any questions or concerns.

We will need the following enclosed items signed by the individuals noted on the applicable forms and returned to us as soon as possible:

- Management Representation Letter
- Post-Engagement Request Letter (if applicable)

***Your report cannot be finalized and submitted to the Auditor of State's Office for final approval and release until we receive these documents from you, therefore we ask you to have them signed and returned to us as soon as possible.***

If you elect to not waive the post-engagement conference and would prefer a formal post-engagement conference, please contact our office to make arrangements.

Thanks again for your assistance. If you should have any questions, concerns or we can be of additional assistance, please don't hesitate to give us a call at (740) 373-0056.

**Perry and Associates**  
Certified Public Accountants, A.C.  
Marietta, Ohio

Tax - Accounting - Audit - Review - Compilation - Agreed Upon Procedure - Consultation - Bookkeeping - Payroll - Litigation Support - Financial Investigations  
Members: American Institute of Certified Public Accountants  
• Ohio Society of CPAs • West Virginia Society of CPAs • Association of Certified Fraud Examiners • Association of Certified Anti-Money Laundering Specialists •

RSM US Alliance member firms are separate and independent businesses and legal entities that are responsible for their own acts and omissions, and each are separate and independent from RSM US LLP. RSM US LLP is the U.S. member firm of RSM International, a global network of independent audit, tax, and consulting firms. Members of RSM US Alliance have access to RSM International resources through RSM US LLP but are not member firms of RSM International.

An Independently owned member  
**RSM US Alliance**



August 10, 2022

Portage Park District  
Portage County  
705 Oakwood Street #G-4  
Ravenna, Ohio 44266

To the Board Members:

You have received a copy of the draft agreed-upon procedures report for **Portage Park District**, Portage County, for the period January 1, 2020 through December 31, 2021. If you would prefer a formal post-engagement conference call, please list availability below and contact our office to make arrangements. You have been informed that you have five working days from the date that you receive the draft agreed-upon procedures report to respond to, or contest, in writing, the contents of the agreed-upon procedures report.

This is a draft copy of the agreed-upon procedures report and should not be quoted or published in any communication medium. The final report cannot be released until the report has been filed and approved for release by the Auditor of State.

**Please sign and return this letter only if you are requesting a post engagement conference call.** If you have any questions, please don't hesitate to call our office at 1-740-373-0056.



**Perry and Associates**  
Certified Public Accountants, A.C.  
Marietta, Ohio

We hereby request a post engagement conference call at the below time:

\_\_\_\_\_  
Time

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fiscal Officer

\_\_\_\_\_  
Trustee

Tax - Accounting - Audit - Review - Compilation - Agreed Upon Procedure - Consultation - Bookkeeping - Payroll - Litigation Support - Financial Investigations  
Members: American Institute of Certified Public Accountants  
• Ohio Society of CPAs • West Virginia Society of CPAs • Association of Certified Fraud Examiners • Association of Certified Anti-Money Laundering Specialists •

Portage Park District  
Portage County  
705 Oakwood Street #G-4  
Ravenna, Ohio 44266

August 10, 2022

Perry & Associates, CPA's, A.C.  
313 Second Street  
Marietta, OH 45750

Regarding your engagement to perform agreed-upon procedures related to evaluating certain receipts, disbursements and balances recorded in the **Portage Park District**, Portage County, Ohio (the Park District) cash-basis accounting records for the years ended December 31, 2021 and 2020, and certain compliance requirements related to these transactions and balances, we confirm to the best of our knowledge and belief:

1. We are responsible for:
  - a. The subject matter.
  - b. Recording all receipts, disbursements and balances in the Park District's accounting system.
  - c. Complying with applicable laws and regulations.
2. We agree to the procedures and acknowledge that the procedures performed are appropriate for the intended purposes of the engagement.
3. For the procedures tested, we have provided all records supporting the receipts, disbursements and balances recorded in our cash-basis accounting records for the years ended December 31, 2021 and 2020, as well as the compliance requirements related to these transactions and balances subject to testing.
4. We have provided you with all relevant information and access, as applicable, as agreed upon in the terms of the engagement, including records and documentation supporting the balances existing as of December 31, 2021 and 2020, and receipt and disbursement transactions occurring during the years then ended, and records related to compliance described in our report relating to those fiscal years.
5. We have no knowledge of any matters that would contradict the subject matter of the engagement.
6. We have received no communications from regulatory agencies or others affecting the subject matter.
7. We have not received any communications between the end of the period addressed within the AUP report and the date of the report that would affect the subject matter.
8. We are not aware of any material misstatements in the subject matter.
9. We have no knowledge of any fraud or suspected fraud affecting the entity involving:
  - a. Those charged with governance,
  - b. Management,
  - c. Employees who have significant roles in internal control, or
  - d. Others
10. We have no plans or intentions that may materially affect the carrying value of deposits or investments.
11. To the best of our knowledge and belief, none of the Park District's employees or elected officials has any material direct or indirect financial interest in any transaction consummated with the Park District, other than compensation and expenses budgeted for such persons.

12. There are no material transactions that have not been properly recorded in the accounting records.
13. We have complied with all regulatory requirements from grantors.
14. We disbursed less than \$750,000 during the year in direct or pass-through Federal financial assistance.
15. The Park District has responded fully to your inquiries during the engagement.
16. We have disclosed to you all known events subsequent to the period (or point in time) of the subject matter and the date of your report.
17. We have considered the impact of having Agreed-Upon Procedures performed would have on entering into financing agreements.

---

Fiscal Officer

---

Trustee

CAMP SPELMAN BID FORM

Name of Bidder(s): Lake Spellman Preservation Society, LLC

Address: 7591 Skyview Dr., Kent, OH 44240

Phone: 330-968-4513

Email: schoonoverbeth724@gmail.com

Financial Offer: \$ 600.00 (six hundred dollars)

Attach a pre-approval letter or Proof of Funds from financial institution.

In addition to a financial offering, Bidders may include additional terms regarding proposed uses and property management that would align with the Park District's mission to *conserve Portage County's natural heritage and provide opportunities for its appreciation and enjoyment* for the Board's consideration of "best bid".

*attached*

The Board has the right to award to the highest and best bid, at its sole and exclusive discretion. The Board may also reject any or all bids, readvertise and/or retract this invitation for bids.

Upon selection of the successful bidder, the Park District will provide a purchase and sale agreement for execution, and the successful bidder will be required to make a non-refundable earnest money deposit of 15% of the agreed-upon sale price upon execution of the purchase and sale agreement.

The bid must be in a sealed envelope marked "Camp Spelman Bid" and be received by noon, September 2, 2022 by mail or hand-delivery to: ✓

Christine Craycroft, Executive Director  
Portage Park District  
8505 Nicodemus Road  
Ravenna, OH 44266

By signing below, I confirm that I have reviewed the property information and understand the terms of sale per the Request for Bids, including that the property will be sold "as-is" and encumbered with a Conservation Easement prior to transfer.

Camp Spelman Preservation 9-1-2022  
Bidder Name(s) Society Date

Beth Schoonover 8/29/22  
Beth Schoonover, member 9-1-22



In order to formally submit a sealed bid to the Portage Park District for the purchase of the Camp Spelman property, an LLC has been formed. This group is identified as the Lake Spelman Preservation Society, LLC.

Our Mission Statement: "The Lake Spelman Preservation Society, LLC is determined to make an impact on the future of Lake Spelman. The core of our efforts is to bring preservation, share the eco-system of Lake Spelman, and educate through the activities with which we are involved. Through our endeavors, we hope to uphold the integrity of the Lake Spelman eco-system".

In keeping with the Portage Park District's mission, "to conserve Portage County's natural heritage and provide opportunities for its appreciation and enjoyment", we are pleased to inform you that within our LLC, we have members who are well-qualified by their work experiences and degrees in ecology, biology, and natural resources management.

The Lake Spelman Preservation Society, LLC will be happy to provide local organizations with opportunities to visit and observe the diversity of the Camp Spelman's four ecosystems: the lake; the wetlands; the woodlands; and the meadow. These opportunities are in agreement with the second part of the Portage Park District's mission statement.

Our LLC is a devoted group that is looking forward to maintaining ***all*** the Camp Spelman property in the best possible condition.



August 25, 2022

To Whom It May Concern,

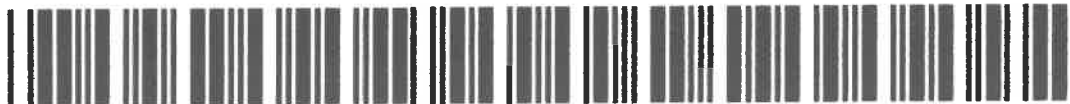
Lake Spelman Preservation Society has verified funds with Portage Community Bank, as of August 25, 2022, in the amount of \$12,000. Please contact me with any other financial questions.

As always, it is a pleasure doing business with you. I look forward to working with you in the future.

Sincerely,

Mellissa Andrews  
Universal Banker  
Portage Community Bank  
1532 S. Water Street  
Kent, OH 44240  
[mandrews@pcbbank.com](mailto:mandrews@pcbbank.com)





DATE  
07/19/2022

DOCUMENT ID  
202219904922

DESCRIPTION  
OHIO LLC - ARTICLES OF ORGANIZATION (LCP)

FILING  
99.00

EXPED  
0.00

CERT  
0.00

COPY  
0.00

**Receipt**

This is not a bill. Please do not remit payment.

MICHELLE MYERS SMITH  
7676 FERGUSON ROAD  
KENT, OH 44240

**STATE OF OHIO  
CERTIFICATE**

**Ohio Secretary of State, Frank LaRose  
4897971**

It is hereby certified that the Secretary of State of Ohio has custody of the business records for

**LAKE SPELMAN PRESERVATION SOCIETY LLC**

and, that said business records show the filing and recording of:

Document(s)

**OHIO LLC - ARTICLES OF ORGANIZATION**

Effective Date: 07/18/2022

Document No(s):

**202219904922**



United States of America  
State of Ohio  
Office of the Secretary of State

Witness my hand and the seal of the  
Secretary of State at Columbus, Ohio this  
19th day of July, A.D. 2022.

**Ohio Secretary of State**

**Portage Park District  
Capital Improvement Projects Update  
September 26, 2022**

Trail Lake Picnic Area Grading and Chip & Seal

- Karpinski Engineering Engineer.
- Contract awarded to Platform Cement Inc. Board resolution authorized up to \$113,850, will non-perform some items and reduce contract.
- Project completion anticipated by November.

Dix Park Picnic Area

- Karpinski Engineering
- Hartville Barn Boys 16X24 timber frame shelter on order (~\$48,000)
- Site work: Grading and surfacing (limestone or chip & seal) for increased trailhead and trail connection accessibility and concrete pad for shelter. (~\$150,000)
- 100% Engineering plans and cost estimates ready for bidding—contract award end of October? - done by end of December, weather permitting
- Foundation donation of \$45k for the project.

Towner's Woods Switch Tower

- Peninsula Architects and subconsultants
- Work includes structural repairs to concrete and rafters; replacement of exterior stairs to second floor; enlargement of doorways for accessibility; new roof
- Rough estimate: \$150,000; contract award October? Completion by December 31, 2022?

Towner's Woods Residential Site

- This reservable shelter site project was progressing under the assumption that renovating existing structures was a feasible and cost-effective option to yield a 3-season shelter with restrooms, outdoor patio and lower-level rooms, with a parking lot, new septic and well.
- Engineering assessments and cost estimates recently received compared renovation of existing structures, vs. all-new construction. Estimates are very close and in the range of \$700,000 as estimated by architect due to the accommodations required for public accessibility.
- Staff recommends proceeding with deconstruction/demolition of the existing residential structures as a separate contract this fall and designing a new shelter/lodge to meet Park District needs for several decades. Design in 2022-2023; construction 2023-24?

Towner's Woods Trailhead

- Coordinating with County Engineer replacement of Ravenna Road bridge plan. They are planning to bid in 2023, with construction through 2024 at this time. The Park District is committed to providing local cash match for the bike trail portion, which won't be needed until 2023.
- Remove all 12 south side parking spaces to accommodate new sight lines and elevations; delineate Hike and Bike Trail route through parking lot; relocate entrance sign; site amenities: tables, benches, bike rack, bike fix-it station, water fountain? Site future replacement restrooms in former parking spaces. CXT building—potentially plumbed for flush toilets. Trail connection to new shelter site.
- Addition of overflow parking 20-25 spaces on land proposed to be leased from the City of Akron, on south side of Ravenna Road bridge, west side of Ravenna Road.

#### Headwaters Trail VIII Mennonite to Chamberlain Road

- In conversation with landowner regarding former railroad corridor acquisition in Mantua.
- Submitted easement request and trail plan exhibits to First Energy, including parking spaces within right of way, east of Chamberlain Road. Currently under review by First Energy.
- Planning to submit trail grant application to ODNR in Spring 2023, AMATS Fall, 2023. ROUGH cost estimate: \$1.75-\$2 million. recommend setting aside \$500,000 cash by PPD from 2022-2023 capital budget for use as local grant match. If awarded grant and ROW is obtained, construction potential in 2024-27.

#### Acquisitions/Planning/New Parks

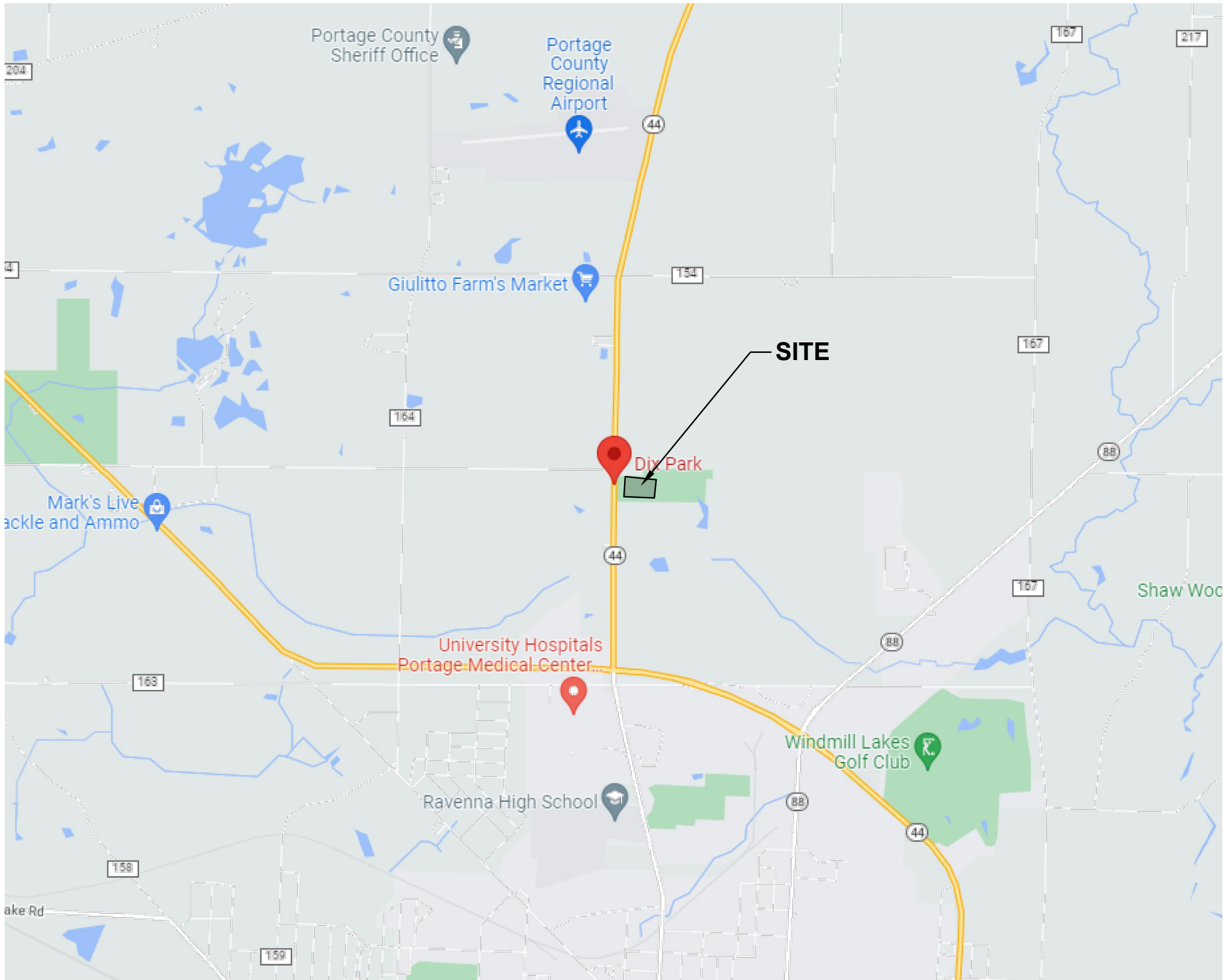
- Propose submitting Clean Ohio Greenspace grant application in January 2023 for acquisition of Crystal Lake properties.
- Kent Bog Expansion is a likely next new park for opening with parking lot, restrooms, trails, signage, picnic area. Planning in 2023, engineering and construction 2024?
- Consider planning for Chagrin Headwaters Park trail spur from Headwaters Trail—2025?
- Franklin Connector Extension/Franklin Bog connection: Still pursuing possible acquisition of land for connections. Plan for connection to Davey Tree Campus
- Master site plans needed for Eagle Creek Greenway and Bird Family Bog Park and Preserve



EXECUTIVE DIRECTOR: CHRISTINE CRAYCROFT

PARK COMMISSIONERS:  
ALLAN ORASHAN  
THOMAS HRDY  
CHARLES ENGELHART  
KURT RUEHR

# DIX PARK PICNIC AREA RAVENNA, OHIO



VICINITY MAP  
- NO SCALE

INDEX OF SHEETS

COVER SHEET	C-1.00
SITE GENERAL NOTES	C-1.01
EXISTING CONDITIONS AND DEMOLITION PLAN	C-1.02
SITE LAYOUT	C-1.03
SITE GRADING PLAN	C-1.04
SWPPP PLAN	C-1.05
DETAIL SHEET	C-1.06
DETAIL SHEET	C-1.07
DETAIL SHEET	C-1.08
DETAIL SHEET	C-1.09
DETAIL SHEET	C-1.10
STRUCTURAL NOTES & SPECIAL INSPECTIONS	S-0.01
STRUCTURAL PLANS & DETAILS	S-1.01

PROJECT NAME

DIX PARK PICNIC  
AREA

CLIENT NAME



REV. NO.	DESCRIPTION	DATE
	100% OWNERS REVIEW	09/09/2022

PROJECT NO: 2022-0109  
DRAWN BY: AJM  
APPROVED BY: CJB  
DATE: 09/09/2022

SCALE: NTS

SHEET TITLE

COVER SHEET

SHEET NUMBER

C1.00





SHEET SIZE: A4-20 15x22x4mm019x42x20x20x20x20x10x60x DELIVERABLES:DWG\DWG\CIVIL DETAILS.dwg  
SAVED: C:\GEORGE 2022\09-09 14:15 PLOT: 2022-09-09 15:10

1. SCOPE OF WORK  
THE FOLLOWING IS INTENDED TO CONVEY A GENERAL DESCRIPTION OF THE WORK TO BE PERFORMED FOR THIS PROJECT: CONSTRUCTION OF NEW PICNIC AREA AND TRAIL.  
  
THE CONTRACTOR'S RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO, CONSTRUCTION PROCEDURES, MATERIALS, INSTALLATION SEQUENCE, AND COORDINATION WITH THE OWNER.  
  
THE CONTRACTOR SHALL SECURE AND PAY FOR ANY AND ALL LICENSES, GOVERNMENT FEES, AND PERMITS THAT MAY BE REQUIRED TO PROPERLY EXECUTE AND COMPLETE THE WORK. COMPLY WITH ALL APPLICABLE CODES, RULES, ORDINANCES AND OTHER LEGAL REQUIREMENTS.  
  
CONTRACTOR SHALL IMMEDIATELY LOCATE ALL REFERENCE POINTS, LAYOUT WORK, AND BE RESPONSIBLE FOR ALL MEASUREMENTS AND OTHER WORK TO BE EXECUTED UNDER THE CONTRACT. VERIFY ALL FIGURES SHOWN ON THE PLANS, VERIFY ALL DIMENSIONS OF ANY EXISTING AND NEW WORK, BE RESPONSIBLE FOR THEIR ACCURACY AND SUBMIT ANY DIFFERENCES FOUND TO THE OWNER BEFORE PROCEEDING WITH THE WORK, NO EXTRA COMPENSATION WILL BE PERMITTED BECAUSE OF DIFFERENCE BETWEEN ACTUAL DIMENSIONS AND MEASUREMENTS INDICATED ON THE DRAWINGS.
2. STANDARDS & SPECIFICATIONS  
CONTRACTOR IS RESPONSIBLE FOR DAMAGE TO ANY EXISTING ITEM AND / OR MATERIAL INSIDE OR OUTSIDE CONTRACT LIMIT / PROPERTY LINE DUE TO CONSTRUCTION. ALL WORK MUST BE IN ACCORDANCE WITH LOCAL AND / OR STATE CODES AND REGULATIONS. CONTRACTOR IS TO COMPLY WITH ODOT ITEM 107.10. WORK IS TO BE SATISFACTORY TO THE PROPERTY OWNER.  
  
ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH SPECIFICATIONS OF THE CITY, AND THE LATEST EDITION OF THE OHIO DEPARTMENT OF TRANSPORTATION CONSTRUCTION AND MATERIAL SPECIFICATIONS. IN THE CASE OF A CONFLICT BETWEEN CITY AND ODOT REQUIREMENTS, THE CITY REQUIREMENTS WILL TAKE PRECEDENCE, UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
3. PLAN DISCREPANCIES  
ANY DISCREPANCIES FROM THE PLAN INFORMATION SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER IMMEDIATELY SO THAT APPROPRIATE ADJUSTMENTS IN ALIGNMENT AND / OR GRADE MAY BE MADE PRIOR TO THE START OF CONSTRUCTION.  
  
FAILURE BY THE CONTRACTOR TO VERIFY AND / OR DETERMINE EXISTING INFORMATION AS INDICATED WILL RESULT IN THE CONTRACTOR BEING RESPONSIBLE FOR ANY CHANGES NECESSARY TO COMPLETE THE WORK SPECIFIED WITHOUT ADDITIONAL COMPENSATION.
4. PLAN MODIFICATION  
ANY MODIFICATIONS TO THE NOTES, OR CHANGES TO THE WORK AS SHOWN ON THESE PLANS MUST HAVE PRIOR WRITTEN APPROVAL OF THE ENGINEER.
5. SAFETY  
IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO COMPLY WITH ALL FEDERAL, STATE AND LOCAL SAFETY REQUIREMENTS, TOGETHER WITH EXERCISING PRECAUTIONS AT ALL TIMES FOR THE PROTECTION OF THE RESIDENTS (INCLUDING EMPLOYEES), WORKERS, GENERAL PUBLIC AND PROPERTY. IT IS ALSO THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO INITIATE, MAINTAIN AND SUPERVISE ALL SAFETY REQUIREMENTS, PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK.  
  
THE CONTRACTOR SHALL PROPERLY SUPPORT AND / OR MAINTAIN ALL EXCAVATIONS PER APPLICABLE SAFETY REQUIREMENTS AND COMPLY WITH ALL OSHA REGULATIONS. PRIOR TO COMMENCING CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE OWNER OF THE PROJECT'S ASSIGNED "COMPETENT PERSON" IN OSHA EXCAVATION STANDARDS.  
  
PUBLIC STREETS SHALL BE KEPT CLEAN AND FREE OF DEBRIS (MUD, STONE, ETC.) AT ALL TIMES.  
  
THE CONTRACTOR SHALL ALERT ALL LOCAL EMERGENCY AGENCIES (FIRE, POLICE, AMBULANCE, ETC.) OF THE NATURE OF THE PROPOSED PROJECT PRIOR TO BEGINNING ANY CONSTRUCTION ACTIVITY. ACCESS FOR EMERGENCY VEHICLES SHALL BE MAINTAINED AT ALL TIMES.
6. BASE MAPPING  
SURVEY INFORMATION HAS BEEN PROVIDED BY MCSTEEN LAND SURVEYORS IN JULY 2022. ALL BENCHMARKS AND TOPOGRAPHY SHOULD BE FIELD VERIFIED BY THE CONTRACTOR. BENCHMARKS SHOWN ON PLAN ESTABLISHED BY OR FOUND BY MCSTEEN LAND SURVEYORS. CONDITION OF BENCHMARK MUST BE VERIFIED PRIOR TO CONSTRUCTION.
7. EXISTING UTILITIES  
VIEW THE SITE AND COORDINATE WITH THE OWNER REGARDING LOCATION OF EXISTING FACILITIES AND ANY POSSIBLE UTILITY SERVICE INTERRUPTION OR RELOCATION. THE CONTRACTOR'S RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO, THE INVESTIGATION, VERIFICATION OF EXISTING UTILITY DIMENSIONS AND LOCATION, SUPPORT, PROTECTION AND RESTORATION OF ALL EXISTING UTILITIES AND APPURTENANCES WHETHER SHOWN ON THESE PLANS OR NOT.  
  
THE CONTRACTOR SHALL NOTIFY THE OHIO UTILITY PROTECTION SERVICE (OUPS) AT 1-800-362-2764, THE CITY ENGINEER, AND ALL PRIVATE UTILITY OWNERS A MINIMUM OF 48 HOURS PRIOR TO ANY EARTH DISTURBING ACTIVITY.  
  
ALL UTILITY INFORMATION SHOWN ON THESE PLANS IS BASED UPON THE SURVEY COMPLETED BY MCSTEEN SURVEYING, AND RECORD DRAWINGS, AND IS PROVIDED AS A REFERENCE ONLY. IT IS BELIEVED THAT THESE LOCATIONS ARE ESSENTIALLY CORRECT. HOWEVER, THE OWNER AND ENGINEER DO NOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THESE EXISTING UTILITIES. CONTRACTOR MAY DIG TEST PITS AT THEIR OWN EXPENSE.
8. EXISTING MONUMENTATION  
THE CONTRACTOR SHALL PRESERVE ALL CORNERSTONES, IRON PINS, CONCRETE MONUMENTS AND / OR ANY TYPE OF LAND MONUMENT. ALL MONUMENTS IN THE PROXIMITY OF THE WORK SHALL BE REFERENCED. THE CONTRACTOR SHALL REPLACE / RESET ANY DISTURBED OR DAMAGED MONUMENTS, AND SHALL FURNISH A CERTIFICATION BY A REGISTERED SURVEYOR THAT THE MONUMENTS HAVE BEEN RESTORED TO THEIR ORIGINAL STATE.
9. DEWATERING OPERATIONS  
WHEN DEEMED NECESSARY, THE CONTRACTOR MAY PLAN AND INSTALL DEWATERING EQUIPMENT PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.  
  
THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL PERMITS AND PLANS FOR THE INSTALLATION AND SUBSEQUENT REMOVAL OF DEWATERING EQUIPMENT AS MAY BE NECESSARY PER STATE AND LOCAL GOVERNING AGENCIES.
10. INSPECTION  
ALL WORK REQUIRED FOR THIS IMPROVEMENT PLAN SHALL BE SUBJECT TO INSPECTION BY THE CITY OR THEIR DESIGNATED REPRESENTATIVE. THE CONTRACTOR SHALL GIVE A 48 HOUR NOTICE BEFORE STARTING ANY WORK ON THIS PROJECT AND SHALL KEEP THE CITY AND THE OWNER INFORMED OF HIS / HER CONSTRUCTION SCHEDULE. NO WORK SHALL BE PERFORMED AND / OR BURIED UNLESS AN AUTHORIZED INSPECTOR IS PRESENT.
11. CONSTRUCTION NOISE  
CONSTRUCTION NOISE ASSOCIATED WITH ANY IMPROVEMENT PROJECT, SHALL BE LIMITED TO LEVELS COMMENSURABLE WITH ADJOINING LAND AND THEIR ASSOCIATED USAGE AS DETERMINED BY THE CITY ENGINEER, IN ORDER TO MINIMIZE ANY ADVERSE CONSTRUCTION NOISE IMPACTS, ANY POWER-OPERATED CONSTRUCTION-TYPE DEVICE SHALL NOT BE OPERATED BETWEEN THE HOURS OF 7:00 P.M. AND 8:00 A.M, UNLESS AUTHORIZED BY THE OWNER AND CITY ENGINEER.  
  
CONSTRUCTION HOURS AND ACCEPTABLE NOISE LEVELS ARE TO BE APPROVED BY THE OWNER.
12. DUST CONTROL  
THE CONTRACTOR SHALL FURNISH AND APPLY WATER AND CALCIUM CHLORIDE FOR DUST CONTROL AS DIRECTED BY THE OWNER AND / OR CITY ENGINEER. SUFFICIENT QUANTITIES OF CALCIUM CHLORIDE SHALL BE STORED ON THE JOB SITE AT ALL TIMES TO BE USED FOR DUST CONTROL.
13. MAINTENANCE OF TRAFFIC  
THE CONTRACTOR IS TO MAINTAIN ACCESS ALONG RAVENNA ROAD AT ALL TIMES. THE CONTRACTOR MUST SUBMIT A MAINTENANCE OF TRAFFIC PLAN TO THE OWNER AND CITY (IF APPLICABLE) FOR APPROVAL PRIOR TO THE START OF CONSTRUCTION.  
  
USE SIGNS, BARRICADES, FLAGMEN OR GUARDS AS REQUIRED DURING CONSTRUCTION ACTIVITIES TO ENSURE THE SAFETY FOR ALL VEHICULAR AND PEDESTRIAN TRAFFIC. NO UNMANNED EXCAVATION SHALL BE LEFT UNPROTECTED. ALL TEMPORARY TRAFFIC CONTROL / FLAGGING ARE TO BE IN ACCORDANCE WITH ODOT ITEM 614, AS WELL AS OHIO REVISED CODE SECTION 4571.09.
14. DIMENSION  
ALL DIMENSIONS ARE TO EDGE OF PAVEMENT, FACE OF CURB, AND FACE OF BUILDING, UNLESS OTHERWISE NOTED.  
  
CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND REGULATIONS AND RELATIONS TO OTHER WORK BEFORE FABRICATION AND / OR INSTALLATION. CONTRACTOR IS RESPONSIBLE FOR ALL LAYOUT OF WORK.
15. CONSTRUCTION AREA  
CONFINE OPERATIONS TO AREAS BEING CONSTRUCTED OR REPAIRED. DO NOT UNREASONABLY ENCUMBER THE SITE WITH MATERIALS OR EQUIPMENT. COORDINATE ALL CONSTRUCTION ACTIVITIES WITH THE OWNER.  
  
TAKE ALL PRECAUTIONS TO PREVENT INTERFERENCE WITH NORMAL OPERATIONS OF THE OWNER. DO NOT BLOCK OR INTERFERE WITH REQUIRED LEGAL EXITING.  
  
THE CONTRACTOR SHALL CONDUCT HIS OPERATIONS IN SUCH A MANNER THAT LOCAL TRAFFIC SHALL HAVE ACCESS THROUGHOUT THE PROJECT IN A MANNER APPROVED BY THE CITY ENGINEER.  
  
NO TRENCH OR EXCAVATION SHALL BE LEFT OPEN OVERNIGHT. OPEN AREAS ARE TO BE BACKFILLED OR STEEL PLATED. IN CASE OF INCLEMENT WEATHER OR OTHER REASONS, THE TRENCH SHALL BE BACKFILLED OR STEEL PLATED AT THE DIRECTION OF THE ENGINEER OR THE AUTHORITY HAVING JURISDICTION.NO TRENCH MAY BE BACKFILLED WITHOUT INSTALLED UTILITIES BEING REVIEWED BY ASSOCIATED INSPECTOR(S).

THE CONTRACTOR SHALL BE RESPONSIBLE FOR KEEPING THE SITE CLEAN AT ALL TIMES, TAKE RESPONSIBILITY FOR FINAL CLEANING, AND REMOVAL OF ALL TOOLS, EQUIPMENT AND SURPLUS MATERIALS FROM THE SITE AT COMPLETION OF THE WORK. DO NOT STOCKPILE ANY EXCESS CUT MATERIAL THAT IS NOT TO BE USED FOR ON-SITE FILL. HAUL AWAY AND PROPERLY DISPOSE OF ALL EXCESS CUT MATERIAL AT NO ADDITIONAL EXPENSE TO THE OWNER.

16. GENERAL  
THE CONTRACTOR SHALL FURNISH A CERTIFICATE FROM A REGISTERED PROFESSIONAL SURVEYOR STATING THAT ALL HORIZONTAL AND VERTICAL CONTROL MONUMENTS AFFECTED BY THE PROJECT WERE REMOVED AND REPLACED TO THEIR ORIGINAL REFERENCE LOCATIONS AND ELEVATIONS.

ALL ROAD SURFACES, UTILITIES, BUILDINGS, STRUCTURES, SITE CONDITIONS, OR RIGHT-OF-WAYS DISTURBED BY CONSTRUCTION OF ANY PART OF THIS IMPROVEMENT ARE TO BE RESTORED COMPLETELY TO THE BEFORE CONSTRUCTION CONDITION. ALL ITEMS ARE INCLUDED IN THE PAY ITEMS.

ALL EXISTING SITE PAVEMENT MATERIAL REMOVED AS PART OF THIS IMPROVEMENT SHALL BE DISPOSED OF OFF SITE BY THE CONTRACTOR.

ALL DISTURBED SIGNS, GUARDRAIL, MAIL AND / OR PAPER BOXES, DRIVES AND DRIVE CULVERTS SHALL BE REPAIRED AND / OR REPLACED AS DIRECTED BY THE ENGINEER.

ALL DISTURBED AND / OR DAMAGED STORM SEWER PIPES, STORM SEWER APPURTENANCES, PAVEMENTS, BERMS AND DITCHES SHALL BE REPAIRED AND / OR REPLACED AS DIRECTED BY THE ENGINEER.

ANY DEFECTS IN CONSTRUCTION INCLUDING MATERIALS OR WORKMANSHIP SHALL BE REPLACED OR CORRECTED BY REMOVAL AND REPLACEMENT OR OTHER APPROVED METHOD PRIOR TO ACCEPTANCE BY THE ENGINEER AT NO ADDITIONAL COST TO THE OWNER.

THE CONTRACTOR SHALL REVIEW THE GEOTECHNICAL REPORT AND PERFORM SUB-GRADE PREPARATION WORK ACCORDING TO THE GEOTECHNICAL ENGINEER'S REQUIREMENTS AND FIELD DIRECTION. ACTUAL FIELD CONDITIONS MAY REQUIRE DECISIONS ON MATERIAL HANDLING AND USAGE. THE CONTRACTOR SHALL CONTINUALLY MONITOR AND MAINTAIN OVERALL SITE BALANCE AND COORDINATE ANY REVISIONS WITH THE OWNER AND ENGINEER. ANY EXCESS TOPSOIL OR ORGANIC MATERIAL MAY BE SPOILED ON-SITE IF APPROVED BY THE OWNER.

BEFORE ACCEPTANCE OF THE SUB-GRADE BY THE ENGINEER, PROOF-ROLLING SHALL BE REQUIRED ON ALL AREAS TO BE PAVED PER ODOT ITEM 204.06 CMS (LATEST EDITION). IN ADDITION, FOR ANY FILL IN EXCESS OF TWO (2) FEET, NUCLEAR COMPACTION TESTS SHALL BE PERFORMED BY AN APPROVED ODOT COMPANY AS PER ODOT ITEM 203. THESE TESTS SHALL BE APPROVED BY THE ENGINEER BEFORE ANY PAVEMENT CONSTRUCTION.

FOR ODOT ITEMS 301 - ASPHALT CONCRETE BASE, 304 - AGGREGATE BASE, 441 - ASPHALT CONCRETE, 451 - REINFORCED PORTLAND CEMENT CONCRETE PAVEMENT, AND 452 - NON-REINFORCED PORTLAND CEMENT CONCRETE PAVEMENT, THE CONTRACTOR SHALL PROVIDE THE ENGINEER WITH A JOB MIX FORMULA FOR REVIEW AND APPROVAL PRIOR TO THE PRE-CONSTRUCTION MEETING. ALL MATERIALS USED MUST BE OBTAINED FROM A SOURCE APPROVED BY ODOT.

THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS TO PERFORM THE WORK SPECIFIED IN THE CONTRACT DOCUMENTS.

EXISTING CONDITIONS NOTES

UNDERGROUND FACILITIES, UTILITIES AND STRUCTURES HAVE BEEN PLOTTED FROM FIELD OBSERVATION AND THEIR LOCATION MUST BE CONSIDERED APPROXIMATE ONLY. NEITHER KARPINSKI ENGINEERING OR MCSTEEN SURVEYING NOR ANY OF THEIR EMPLOYEES TAKE RESPONSIBILITY FOR THE LOCATION OF ANY UNDERGROUND STRUCTURES AND/OR UTILITIES NOT SHOWN THAT MAY EXIST. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO HAVE ALL UNDERGROUND STRUCTURES AND/OR UTILITIES LOCATED PRIOR TO EXCAVATION BY CALLING 811.

CIVIL LINE TYPE LEGEND		
DESCRIPTION	EXISTING	PROPOSED
APPROXIMATE LIMIT OF CONST.	— — LOCN — —	— — LOCN — —
CABLE TELEVISION (UG)	— — CATV — —	— — CATV — —
CENTER LINE	— — ℄ — —	— — ℄ — —
COMBINATION SEWER LINE	— — COMB — —	— — COMB — —
COMMUNICATION LINE (UG)	— — COMM — —	— — COMM — —
CONTOUR (MAJOR)	— — XXX — —	— — XXX — —
CONTOUR (MINOR)	— — XXX — —	— — XXX — —
FENCE	— — X — —	— — X — —
FILTER SOCK	— — FS — —	— — FS — —
FIRE LINE	— — F — —	— — F — —
FORCE MAIN	— — FM — —	— — FM — —
GAS LINE	— — G — —	— — G — —
IRRIGATION	— — IRRG — —	— — IRRG — —
ORANGE CONSTRUCTION FENCE	— — OCF — —	— — OCF — —
POWER LINE (OVH)	— — OH — —	— — OH — —
POWER LINE (UG)	— — E — —	— — E — —
PROPERTY LINE	— — ℄ — —	— — ℄ — —
RIGHT-OF-WAY LINE	— — R/W — —	— — R / W — —
LEASE LINE	— — — —	— — LL — —
SILT FENCE	— — SF — —	— — SF — —
STEAM LINE	— — STEAM — —	— — STEAM — —
STORM LINE	— — ST — —	— — ST — —
SANITARY LINE	— — SAN — —	— — SAN — —
WATER LINE	— — W — —	— — W — —

CIVIL SYMBOL LEGEND

DESCRIPTION	EXISTING	PROPOSED
BUILDING		
SIGN		
CURB STOP		
TREE OR SHRUB		
PIPE BOLLARD		
GAS LINE MARKER	G.L.M.	
MONITORING WELL		
GAS METER		
GAS VALVE		
WOOD LIGHT POLE		
POWER POLE WITH LIGHT		
POWER POLE		
PARKING LOT / PEDESTRIAN LIGHT POLE		
TELEPHONE POLE		
GUY WIRE		
TRAFFIC SIGNAL POLE		
HEADWALL / ENDWALL		
SANITARY & STORM MANHOLE		
CATCH BASIN / CURB INLET		
CLEANOUT		
FIRE HYDRANT		
POST INDICATOR VALVE		
FIRE DEPARTMENT CONNECTION (FDC)		
WATER CURB STOP		
WATER METER VAULT		
WATER VALVE		
TRAFFIC MANHOLE		
ELECTRIC TRANSFORMER		

FULL SIZE SHEET (22"x34")



Karpinski  
ENGINEERING

3135 Euclid Ave.  
Cleveland, OH 44115  
216-391-3700 | karpinskieng.com

PROJECT NAME

DIX PARK PICNIC  
AREA

CLIENT NAME



	100% OWNERS REVIEW	09/09/2022
REV. NO.	DESCRIPTION	DATE

PROJECT NO: 2022-0109  
DRAWN BY: AJM  
APPROVED BY: CJB  
DATE: 09/09/2022

SCALE: NTS

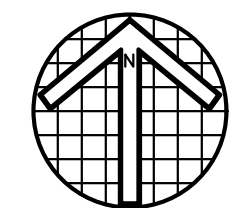
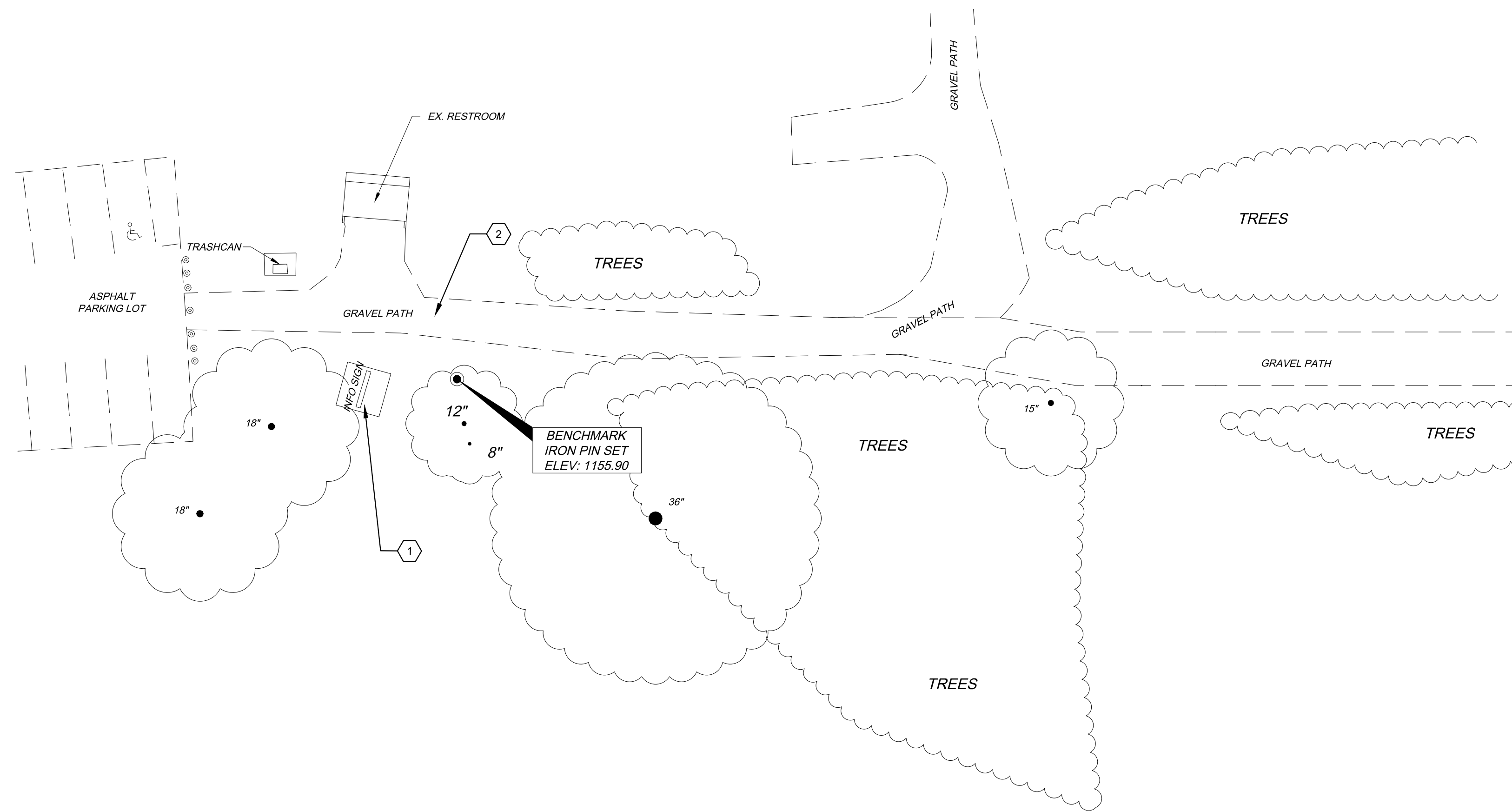
SHEET TITLE

SITE GENERAL  
NOTES


SHEET NUMBER

C1.01

- 1 EXISTING KIOSK AND INFO SIGN TO REMAIN
- 2 EXISTING GRAVEL PATH TO REMAIN



SCALE: 1" = 20'-0"



0 10' 20' 40'

FULL SIZE SHEET (22"X34")

PROJECT NAME

DIX PARK  
PICNIC AREA

CLIENT NAME

[illegible]

PROJECT NO: 2022-0109  
DRAWN BY: AJM  
APPROVED BY: CJB  
DATE: 09/09/2022

SCALE: 1" = 20'

SHEET TITLE




**EXISTING  
CONDITIONS  
AND  
DEMOLITION  
PLAN**

SHEET NUMBER

## C1.02



LEGEND

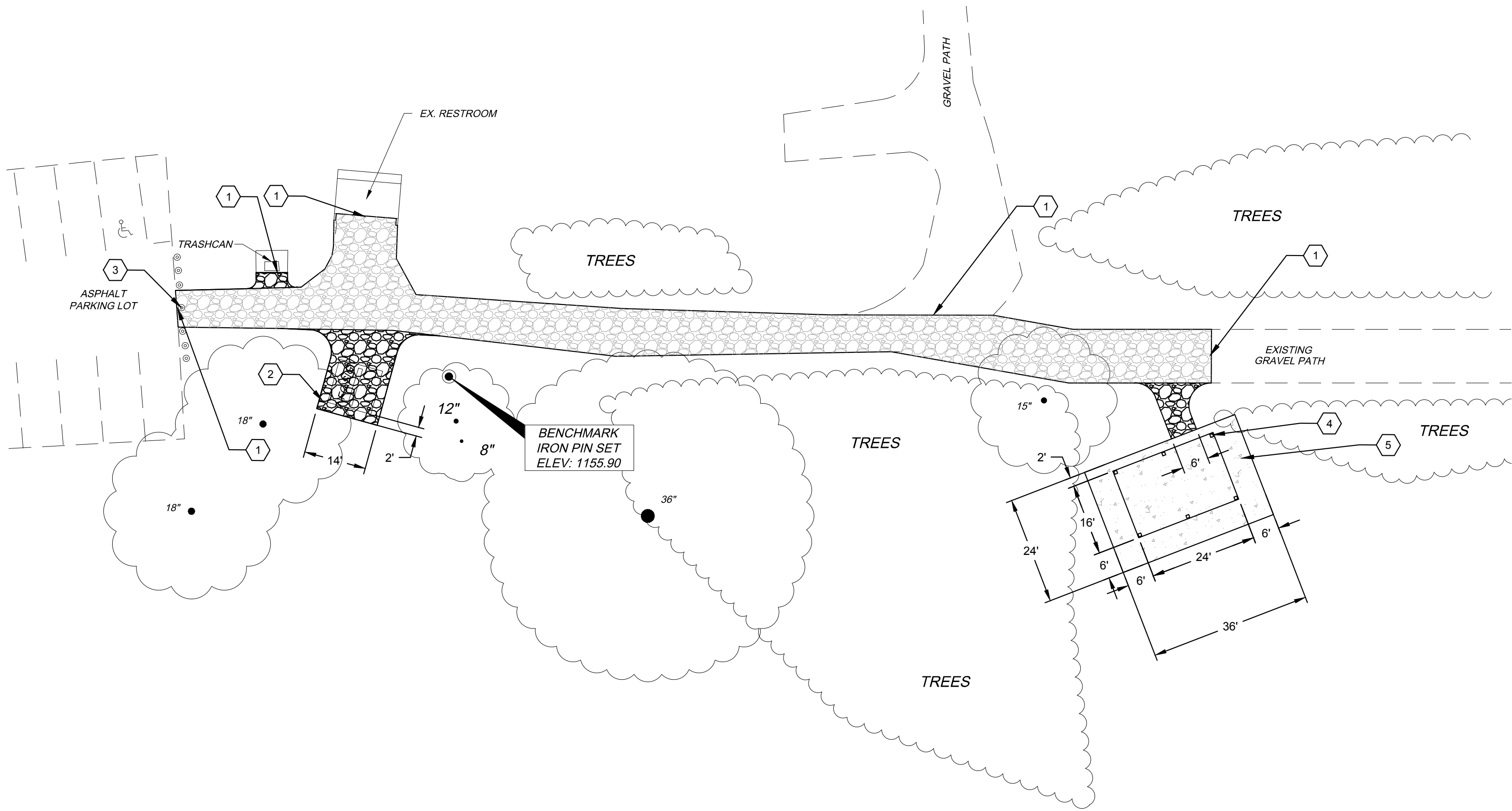
- NEW AREA AGGREGATE PATH (SEE AGGREGATE PATH NOTE BELOW)
- AGGREGATE PATH (SEE AGGREGATE PATH NOTE BELOW)
- ITEM 452 NON-REINFORCED CONCRETE PAVEMENT

AGGREGATE PATH NOTE

BASE BID TO USE CHIP N' DUST OVERLAY  
ALTERNATE BID TO USE CHIP N' SEAL OVERLAY

SITE PLAN NOTES

- 1 MEET EXISTING GRADE
- 2 CLEAR TREES / BRUSH AS NEEDED
- 3 REMOVE AND REPLACE FOLD-DOWN BOLLARD
- 4 PAVILION FOUNDATION TYPICAL (6 TOTAL). INSTALL EXPANSION JOINT AT EACH POINT, SEE STRUCTURAL PLANS
- 5 ITEM 452 CONCRETE PAVEMENT



PROJECT NAME

DIX PARK  
PICNIC AREA

CLIENT NAME



REV. NO.	DESCRIPTION	DATE
	100% OWNERS REVIEW	09/09/2022

PROJECT NO: 2022-0109  
DRAWN BY: AJM  
APPROVED BY: CJB  
DATE: 09/09/2022

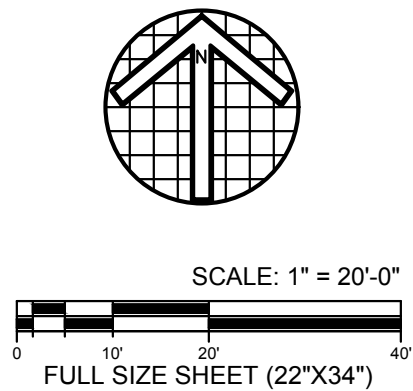
SCALE: 1" = 20'

SHEET TITLE

SITE LAYOUT

SHEET NUMBER

C1.03



### LEGEND

627.50 → EXISTING ELEVATION  
628.00 → PROPOSED SPOT ELEVATION

**NOTE**

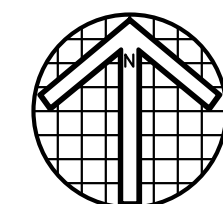
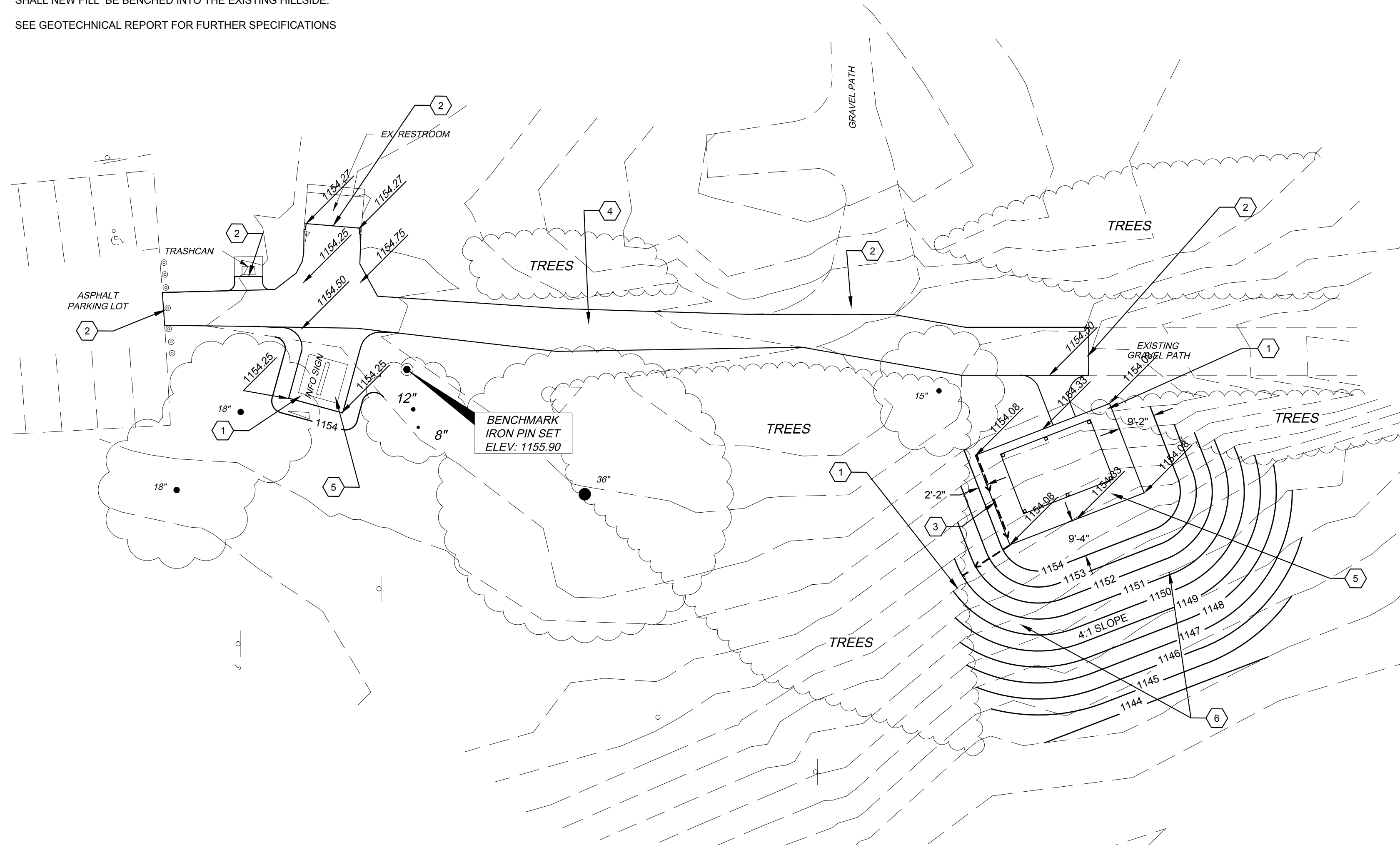
ALL EXCESS EARTHWORK SHALL REMAIN ON SITE

## SITE PLAN NOTES

- 1 CLEAR TREES / BRUSH AS NECESSARY
- 2 MEET EXISTING GRADE
- 3 6" UNDER DRAIN, SEE PICNIC PAD DETAIL
- 4 CROSS SLOPE ALONG ALL WALKS/PATHS SHALL NOT EXCEED 2.00%
- 5 CROSS SLOPE SHALL NOT EXCEED 2.00% IN ANY DIRECTION
- 6 THE CONTRACTOR SHALL INSTALL ALL EMBANKMENTS PER ODOT SPECIAL BENCHING AND SIDEHILL EMBANKMENT FILLS DOCUMENT AND GEOTECHNICAL ENGINEER RECOMMENDATIONS;

DOCUMENT CAN BE OBTAINED FROM THE FOLLOWING WEBSITE:  
[HTTP://WWW.DOT.STATE.OH.US/DIVISIONS/ENGINEERING/GEOTECHNICAL](http://www.dot.state.oh.us/divisions/engineering/geotechnical)  
 SHALL NEW FILL BE BENCHED INTO THE EXISTING HILLSIDE.

SEE GEOTECHNICAL REPORT FOR FURTHER SPECIFICATIONS



SCALE: 1" = 20'-0"

0 10' 20' 40'

FULL SIZE SHEET (22"X34")



3135 Euclid Ave.  
Cleveland, OH 44115  
216-391-3700 | karpinskieng.com

PROJECT NAME

DIX PARK  
PICNIC AREA

CLIENT NAME

[illegible]

PROJECT NO: 2022-0109  
DRAWN BY: AJM  
APPROVED BY: CJB  
DATE: 09/09/2022

SHEET TITLE

## GRADING PLAN

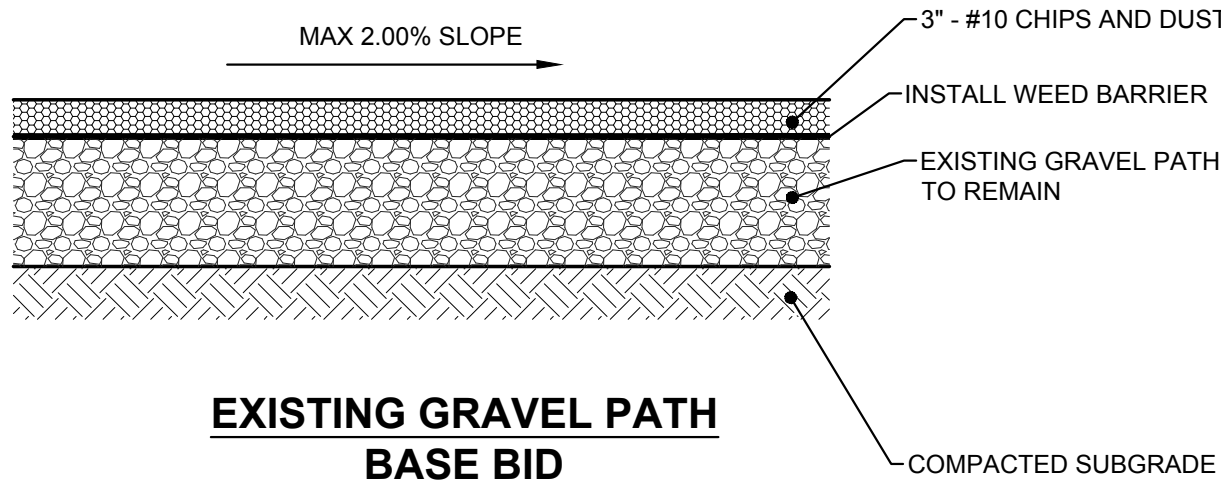
SHEET NUMBER

## C1.04





SHEET SIZE A4-30 15x22x4x0.0119x202202010905 - DELIVERABLES\DWG\ANSI\Civil Plans.dwg  
SAVED: C:\GEORGE 2022\09-09 15:21 PLOT: 2022-09-09 15:21

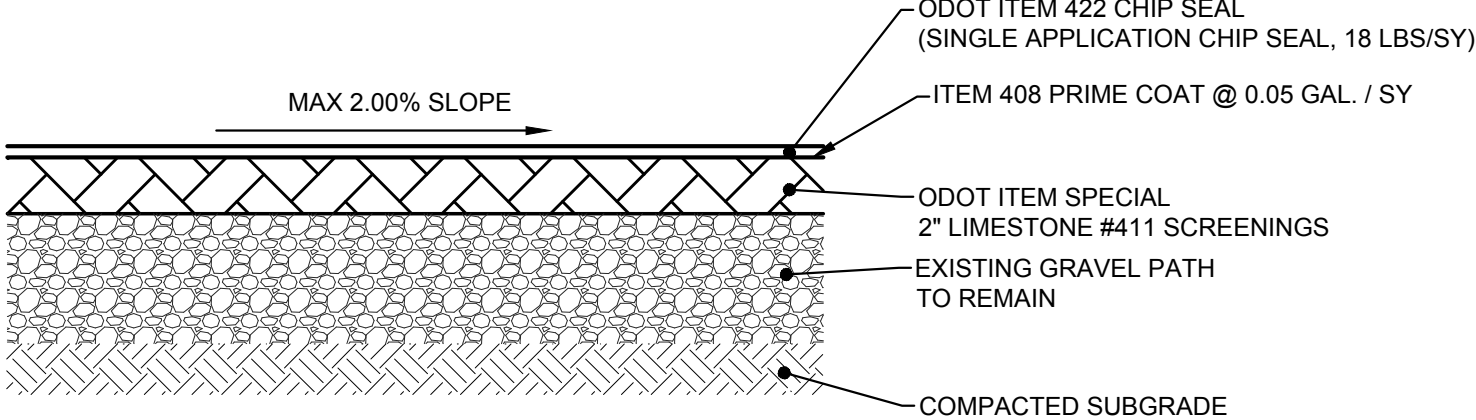


**EXISTING GRAVEL PATH  
BASE BID  
CHIPS N DUST WALK**

SCALE: NONE

**NOTES:**

1. PROOFROLL EXPOSED SUB-GRADE WITH A FULLY LOADED DUMP TRUCK.
2. COMPACT EXPOSED SUB-GRADE TO A MINIMUM OF 98% OF THE LABORATORY DRY DENSITY OF THE SOIL AS DETERMINED BY A STANDARD PROCTOR TEST (ASTM D 698).
3. STABILIZE OR UNDERCUT ANY UNSTABLE AREAS ON A T&M BASIS, APPROVED BY THE OWNER IN ADVANCE.

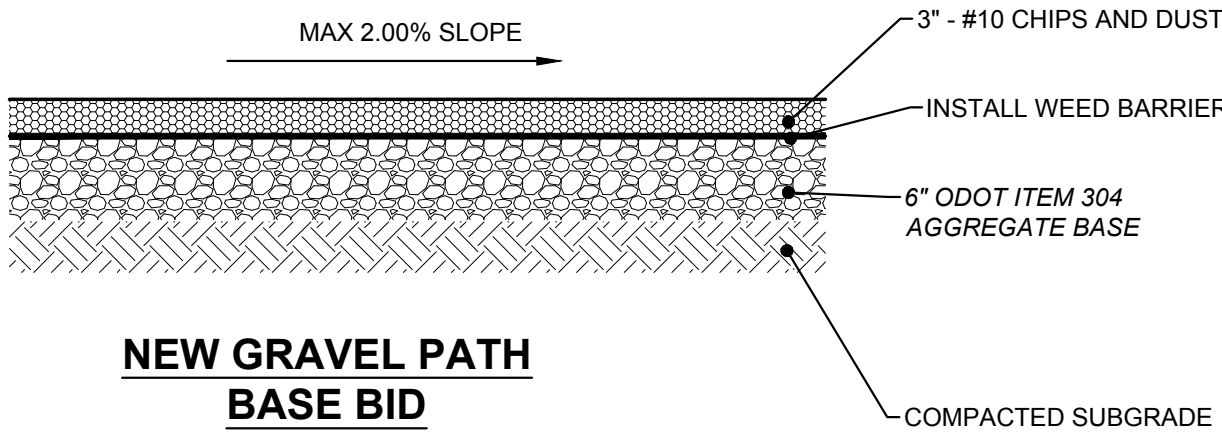


**EXISTING GRAVEL PATH  
ALTERNATE # 1  
CHIP N SEAL WALK**

SCALE: NONE

**NOTES:**

1. PROOFROLL EXPOSED SUB-GRADE WITH A FULLY LOADED DUMP TRUCK.
2. COMPACT EXPOSED SUB-GRADE TO A MINIMUM OF 98% OF THE LABORATORY DRY DENSITY OF THE SOIL AS DETERMINED BY A STANDARD PROCTOR TEST (ASTM D 698).
3. STABILIZE OR UNDERCUT ANY UNSTABLE AREAS ON A T&M BASIS, APPROVED BY THE OWNER IN ADVANCE.

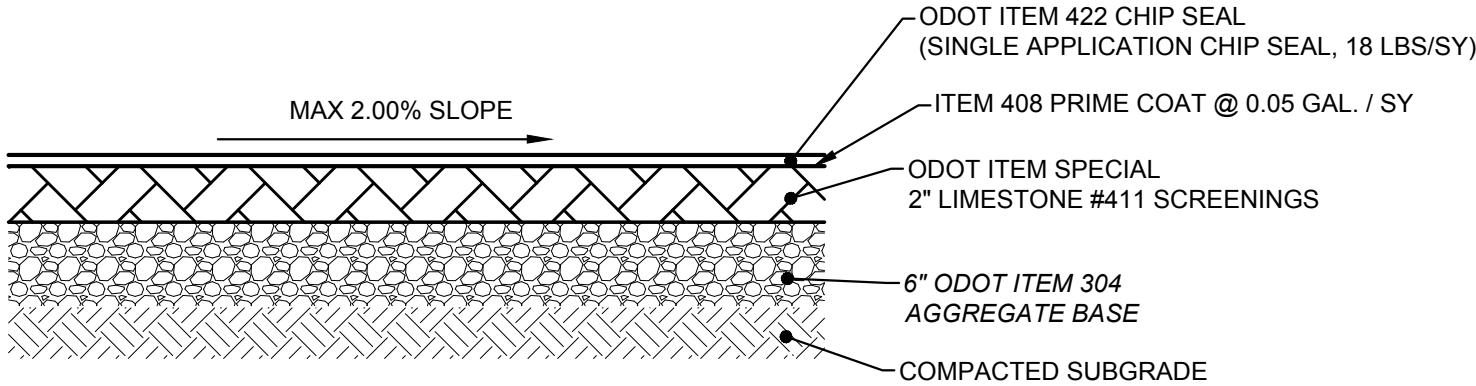


**NEW GRAVEL PATH  
BASE BID  
CHIPS N DUST WALK**

SCALE: NONE

**NOTES:**

1. PROOFROLL EXPOSED SUB-GRADE WITH A FULLY LOADED DUMP TRUCK.
2. COMPACT EXPOSED SUB-GRADE TO A MINIMUM OF 98% OF THE LABORATORY DRY DENSITY OF THE SOIL AS DETERMINED BY A STANDARD PROCTOR TEST (ASTM D 698).
3. STABILIZE OR UNDERCUT ANY UNSTABLE AREAS ON A T&M BASIS, APPROVED BY THE OWNER IN ADVANCE.

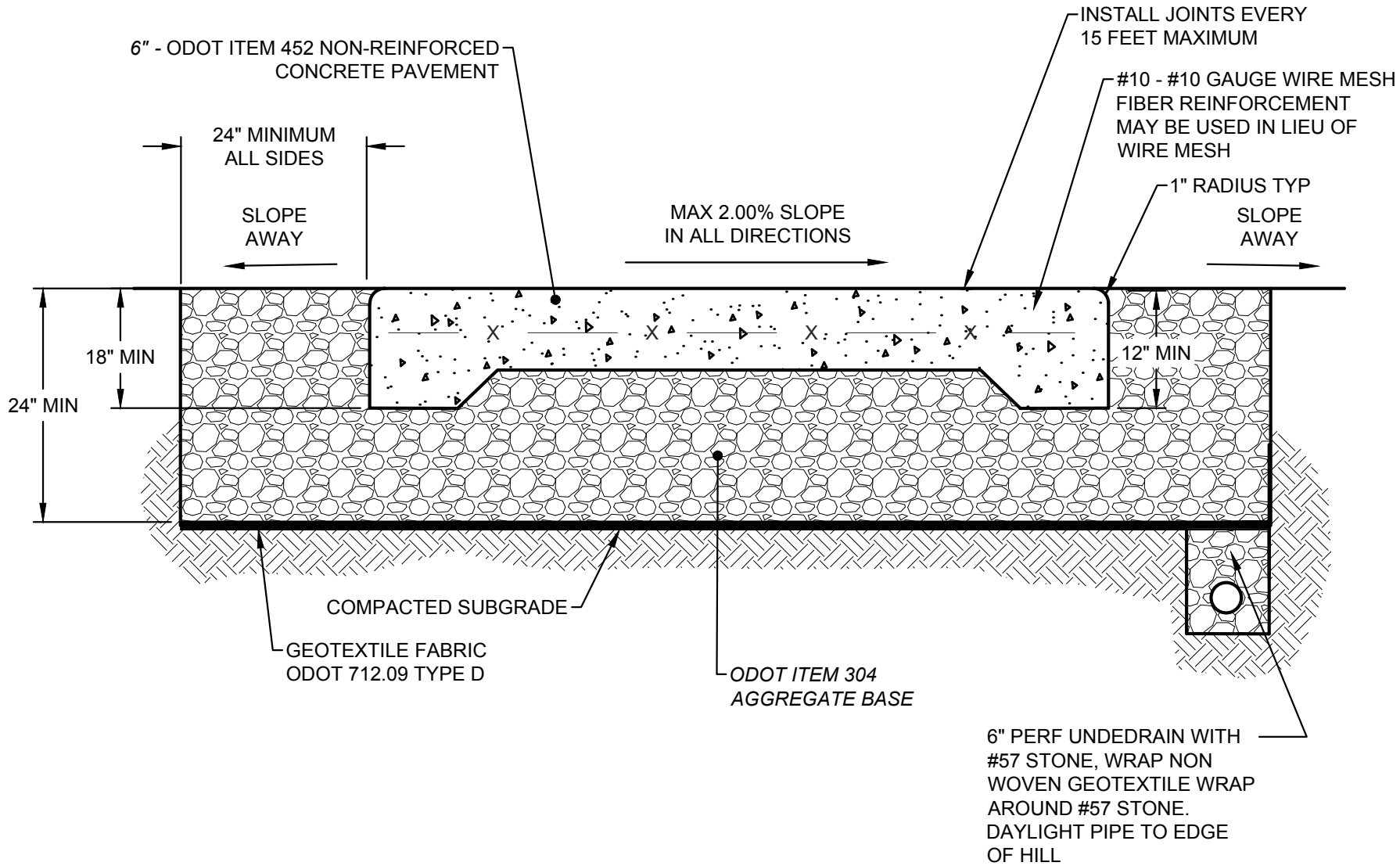


**NEW GRAVEL PATH  
ALTERNATE #1  
CHIPS N SEAL WALK**

SCALE: NONE

**NOTES:**

1. PROOFROLL EXPOSED SUB-GRADE WITH A FULLY LOADED DUMP TRUCK.
2. COMPACT EXPOSED SUB-GRADE TO A MINIMUM OF 98% OF THE LABORATORY DRY DENSITY OF THE SOIL AS DETERMINED BY A STANDARD PROCTOR TEST (ASTM D 698).
3. STABILIZE OR UNDERCUT ANY UNSTABLE AREAS ON A T&M BASIS, APPROVED BY THE OWNER IN ADVANCE.



**PICNIC AREA PAD DETAIL**

SCALE: NONE

**NOTES:**

1. ALL CONCRETE IS TO BE AIR-ENTRAINED 4000 PSI (NO FLY ASH) , UNLESS OTHERWISE DIRECTED BY ENGINEER.
2. SLOPE SURFACE TO DRAIN (MIN 1% MAX 2% CROSS-SLOPE).
3. 1/2" PREFORMED JOINT MATERIAL, CONTINUOUS STRIP SHALL BE INSTALLED EVERY 30' AND / OR BETWEEN SIDEWALK AND ANY FIXED STRUCTURE EXTENDING THE FULL DEPTH OF THE SIDEWALK.
4. JOINTS SHALL BE DIVIDED INTO EQUALLY SPACED BLOCKS, BUT NOT GREATER THAN 10' O.C. (I.E. 5' INTERVALS FOR 5' WIDE SIDEWALKS). JOINTS SHALL BE HAND TOOLED OR SAW CUT TO A DEPTH OF 1/4" OF THE SLAB THICKNESS.
5. MATERIAL PLACING, FINISHING, AND JOINTING PER DETAILS AND SPECIFICATIONS
6. CONCRETE WALK IS TO HAVE MEDIUM BROOM FINISH PERPENDICULAR TO TRAFFIC FLOW, RUB OUT ALL TOOL MARKS.



3135 Euclid Ave.  
Cleveland, OH 44115  
216-391-3700 | karpinskieng.com

PROJECT NAME

DIX PARK  
PICNIC AREA

CLIENT NAME



REV. NO.	DESCRIPTION	DATE
----------	-------------	------

PROJECT NO: 2022-0109  
DRAWN BY: AJM  
APPROVED BY: CJB  
DATE: 09/09/2022

SCALE: NONE

SHEET TITLE

DETAILS

SHEET NUMBER

C1.06



### DESCRIPTION

DUST CONTROL INVOLVES PREVENTING OR REDUCING DUST FROM EXPOSED SOILS OR OTHER SOURCES DURING LAND DISTURBING, DEMOLITION AND CONSTRUCTION ACTIVITIES TO REDUCE THE PRESENCE OF AIR-BORNE SUBSTANCES WHICH MAY PRESENT HEALTH HAZARDS, TRAFFIC SAFETY PROBLEMS OR HARM ANIMAL OR PLANT LIFE.

### SPECIFICATIONS FOR DUST CONTROL

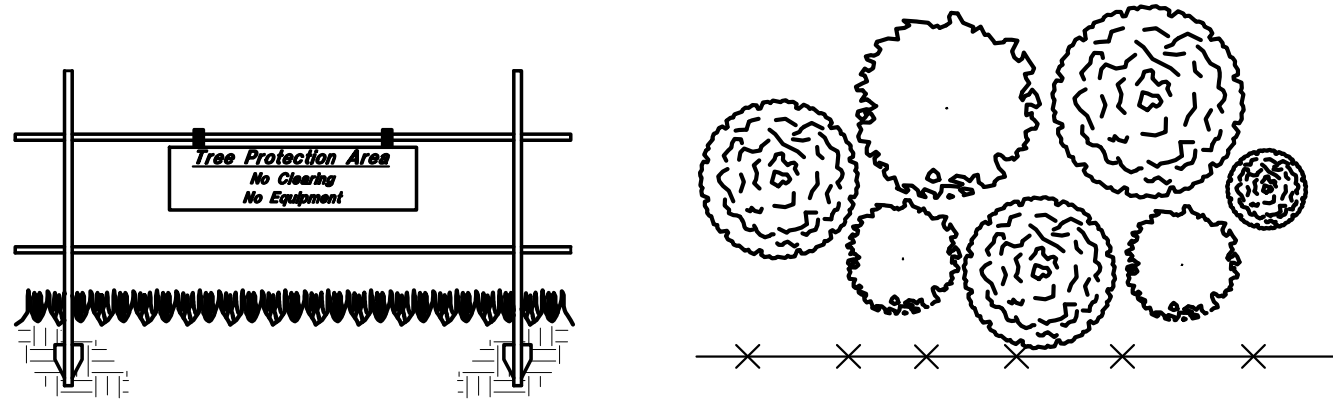
1. VEGETATIVE COVER AND/MULCH - APPLY TEMPORARY OR PERMANENT SEEDING AND MULCH TO AREAS THAT WILL REMAIN IDLE FOR OVER 21 DAYS. SAVING EXISTING TREES AND LARGE SHRUBS WILL ALSO REDUCE SOIL AND AIR MOVEMENT ACROSS DISTURBED AREAS. SEE TEMPORARY SEEDING; PERMANENT SEEDING; MULCHING PRACTICES; AND TREE AND NATURAL AREA PROTECTION PRACTICES.
  2. WATERING - SPRAY SITE WITH WATER UNTIL THE SURFACE IS WET BEFORE AND DURING GRADING AND REPEAT AS NEEDED, ESPECIALLY ON HAUL ROADS AND OTHER HEAVY TRAFFIC ROUTES. WATERING SHALL BE DONE AT A RATE THAT PREVENTS DUST BUT DOES NOT CAUSE SOIL EROSION. WETTING AGENTS SHALL BE UTILIZED ACCORDING TO MANUFACTURER'S INSTRUCTIONS.
  3. SPRAY-ON ADHESIVES - APPLY ADHESIVE ACCORDING TO THE FOLLOWING TABLE OR MANUFACTURER'S INSTRUCTIONS.
  4. STONE - GRADED ROADWAYS AND OTHER SUITABLE AREAS WILL BE STABILIZED USING CRUSHED STONE OR COARSE GRAVEL AS SOON AS PRACTICABLE AFTER REACHING AN INTERIM OR FINAL GRADE. CRUSHED STONE OR COARSE GRAVEL CAN BE USED AS A PERMANENT COVER TO PROVIDE CONTROL OF SOIL EMISSIONS.
  5. BARRIERS - EXISTING WINDBREAK VEGETATION SHALL BE MARKED AND PRESERVED. SNOW FENCING OR OTHER SUITABLE BARRIER MAY BE PLACED PERPENDICULAR TO PREVAILING AIR CURRENTS AT INTERVALS OF ABOUT 15 TIMES THE BARRIER HEIGHT TO CONTROL AIR CURRENTS AND BLOWING SOIL.
  6. CALCIUM CHLORIDE - THIS CHEMICAL MAY BE APPLIED BY MECHANICAL SPREADER AS LOOSE, DRY GRANULES OR FLAKES. NOTE THAT THIS CHEMICAL IS HIGHLY CORROSIVE TO METALS AND MAY BE HIGHLY TOXIC TO FISH, BIRDS, OR PLANT DAMAGE. APPLICATION RATES SHOULD BE STRICTLY IN ACCORDANCE WITH SUPPLIERS' SPECIFIED RATES.
  7. OPERATION AND MAINTENANCE - WHEN TEMPORARY DUST CONTROL MEASURES ARE USED; REPETITIVE TREATMENT SHOULD BE APPLIED AS NEEDED TO ACCOMPLISH CONTROL.
- STREET CLEANING - PAVED AREAS THAT HAVE ACCUMULATED SEDIMENT FROM CONSTRUCTION SHOULD BE CLEANED DAILY, OR AS NEEDED, UTILIZING A STREET SWEEPER OR BUCKET -TYPE ENDLOADER OR SCRAPER.

ADHESIVE	WATER DILUTION (ADHESIVE: WATER)	NOZZLE TYPE	APPLICATION RATE (GAL./AC.)
LATEX EMULSION	12.5:1	FINE	235
RESIN IN WATER ACRYLIC EMULSION (NO-TRAFFIC)	4:1	FINE	300
ACRYLIC EMULSION (NO-TRAFFIC)	7:1	COARSE	450
ACRYLIC EMULSION (TRAFFIC)	3.5:1	COARSE	350

### DESCRIPTION

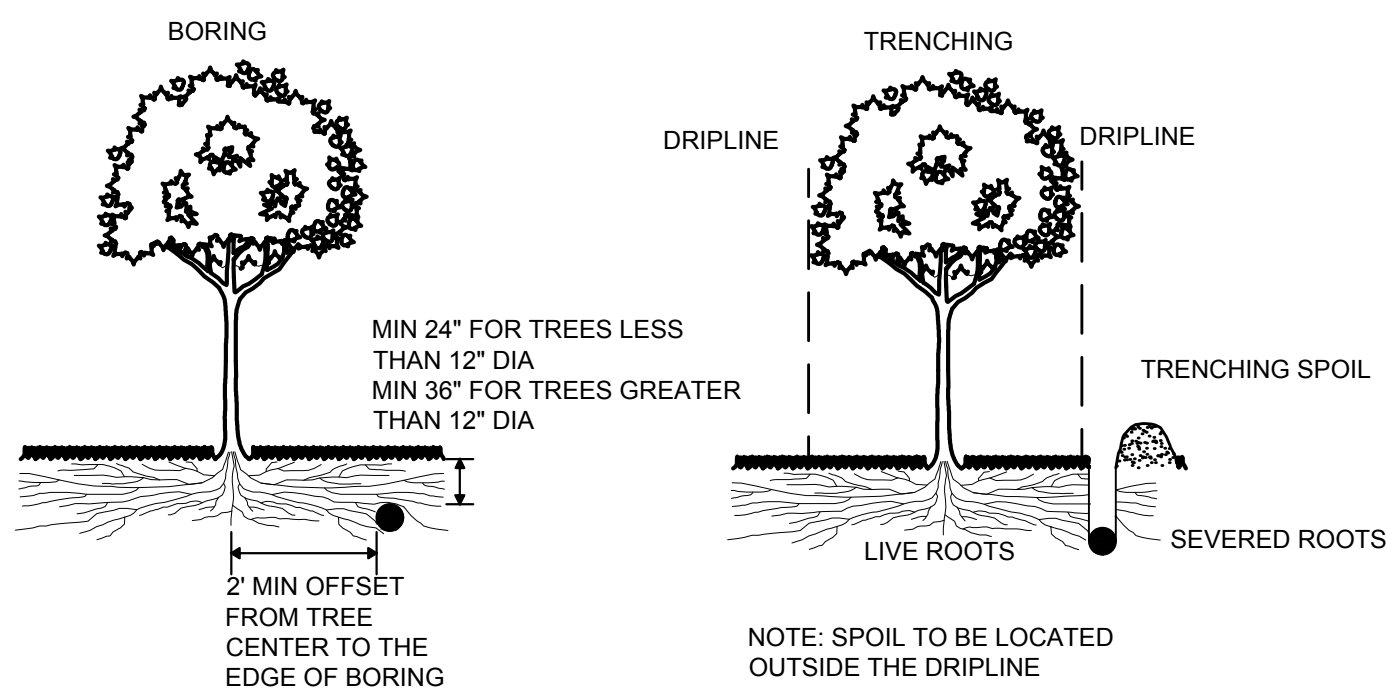
TREE AND NATURAL AREA PRESERVATION INSURES THAT IMPORTANT VEGETATED AREAS EXISTING ON-SITE PRIOR TO DEVELOPMENT WILL SURVIVE THE CONSTRUCTION PROCESS. TREE PROTECTION AREAS PREVENT THE LOSSES AND DAMAGES TO TREES THAT ARE COMMON AS A RESULT OF CONSTRUCTION. THIS PRACTICE IS USEFUL TO PROTECT INDIVIDUAL TREES, AND AREAS OF FOREST OR NATURAL VEGETATION IN STREAM CORRIDORS, OR OPEN SPACE.

## SPECIFICATIONS FOR TREE AND NATURAL AREA PRESERVATION



1. TREE AND NATURAL AREA PRESERVATION SHALL BE FENCED PRIOR TO BEGINNING CLEARING OPERATIONS.
2. FENCE MATERIALS SHALL BE METAL FENCE POSTS WITH TWO STRANDS OF HIGH TENSILE WIRE, PLASTIC FENCE OR SNOW FENCE. SIGNAGE SHALL CLEARLY IDENTIFY THE TREE AND NATURAL PRESERVATION AREA AND STATE THAT NO CLEARING OR EQUIPMENT IS ALLOWED WITHIN IT.
3. FENCE SHALL BE PLACED AS SHOWN ON PLANS AND BEYOND THE DRIP LINE OR CANOPY OF TREES TO BE PROTECTED. IF ANY CLEARING IS DONE AROUND SPECIMEN TREES IT SHALL BE DONE BY CUTTING AT GROUND LEVEL WITH HAND HELD TOOLS AND SHALL NOT BE GRUBBED OR PULLED OUT. NO CLEARING SHALL BE DONE IN BUFFER STRIPS OR OTHER PRESERVED AREAS.
4. NO FILLING OR STOCKPILING OF MATERIALS SHALL OCCUR WITHIN THE TREE PROTECTION AREA, INCLUDING DEPOSITION OF SEDIMENT.

### SPECIFICATIONS FOR PROTECTION DURING UTILITY INSTALLATION:

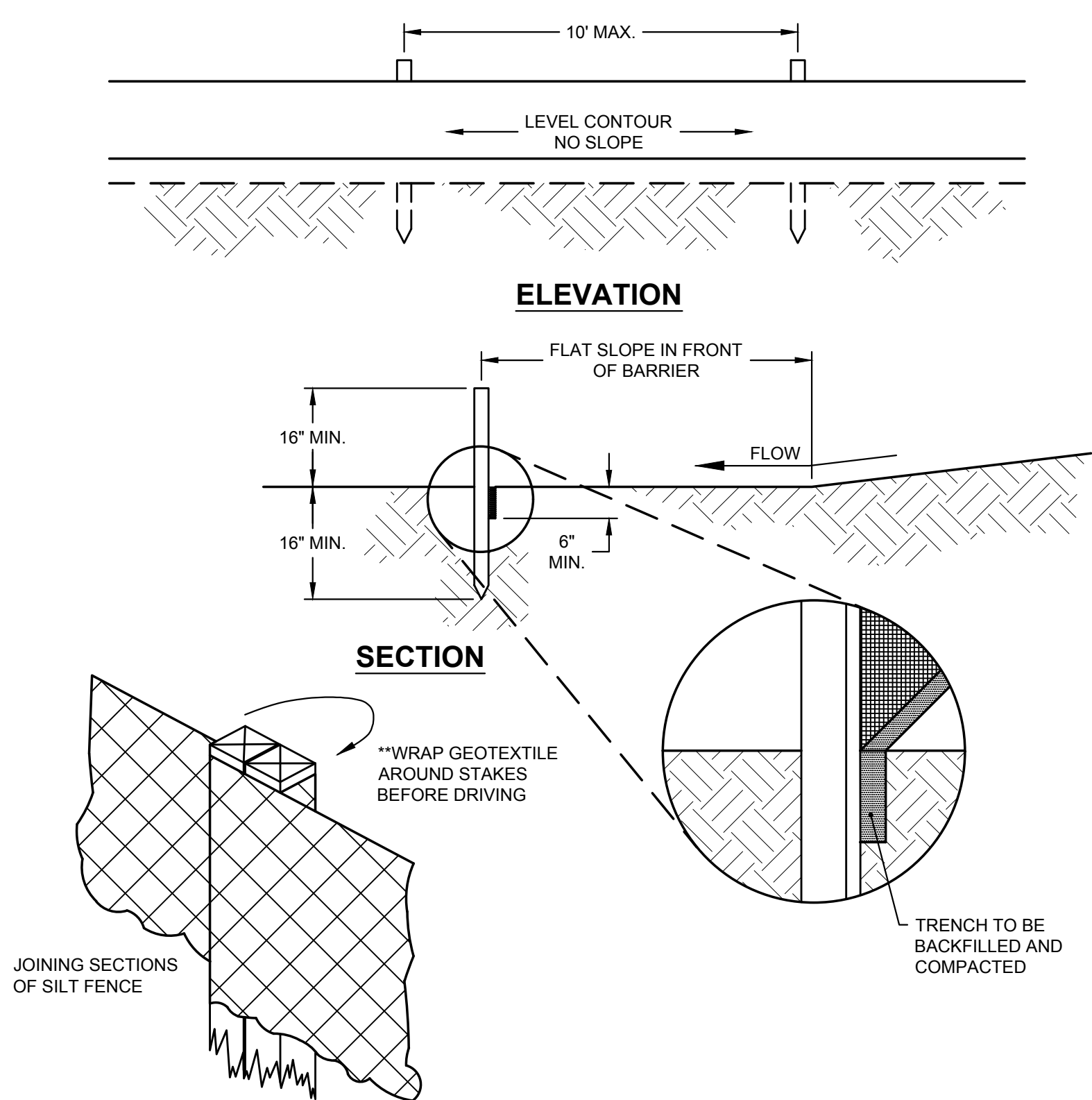


1. WHERE UTILITIES MUST RUN THROUGH A TREE'S DRIFLINE, TUNNELING SHOULD BE USED TO MINIMIZE ROOT DAMAGE. TUNNELING SHOULD BE PERFORMED AT A MINIMUM DEPTH OF 24 INCHES FOR TREES LESS THAN 12 INCHES IN DIAMETER OR AT A MINIMUM DEPTH OF 36 INCHES FOR LARGER DIAMETER TREES.
2. WHERE TUNNELING WILL BE PERFORMED WITHIN THE DRIFLINE OF A TREE, THE TUNNEL SHOULD BE PLACED A MINIMUM OF 2 FEET AWAY FROM THE TREE TRUNK TO AVOID TAPROOTS.
3. MINIMIZE EXCAVATION OR TRENCHING WITHIN THE DRIFLINE OF THE TREE. ROUTE TRENCHES AROUND THE DRIFLINE OF TREES.
4. ROOTS 24 INCHES OR LARGER THAT ARE SEVERED BY TRENCHING SHOULD BE SAWN OFF NEATLY IN ORDER TO ENCOURAGE NEW GROWTH AND DISCOURAGE DECAY.
5. SOIL EXCAVATED DURING TRENCHING SHALL BE PILED ON THE SIDE AWAY FROM THE TREE.
6. ROOTS SHALL BE KEPT MOIST WHILE TRENCHES ARE OPEN AND REFILLED IMMEDIATELY AFTER UTILITIES ARE INSTALLED OR REPAIRED.

### DESCRIPTION

SILT FENCE IS A SEDIMENT-TRAPPING PRACTICE UTILIZING A GEOTEXTILE FENCE, TOPOGRAPHY AND SOMETIMES VEGETATION TO CAUSE SEDIMENT DEPOSITION. SILT FENCE REDUCES RUNOFF'S ABILITY TO TRANSPORT SEDIMENT BY PONDING RUNOFF AND DISSIPATING SMALL RILLS OR CONCENTRATED FLOW INTO UNIFORM SHEET FLOW. SILT FENCE IS USED TO PREVENT SEDIMENT-LADEN SHEET RUNOFF FROM ENTERING INTO DOWNSTREAM CREEKS AND SEWER SYSTEMS.

### SPECIFICATIONS FOR SILT FENCE

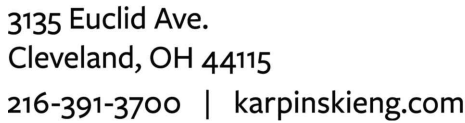


1. SILT FENCE SHALL BE CONSTRUCTED BEFORE UPSLOPE LAND DISTURBANCE BEGINS.
2. ALL SILT FENCE SHALL BE PLACED AS CLOSE TO THE CONTOUR AS POSSIBLE SO THAT WATER WILL NOT CONCENTRATE AT LOW POINTS IN THE FENCE AND SO THAT SMALL SWALES OR DEPRESSIONS THAT MAY CARRY SMALL CONCENTRATED FLOWS TO THE SILT FENCE ARE DISSIPATED ALONG ITS LENGTH.
3. ENDS OF THE SILT FENCE SHOULD BE BROUGHT UPSLOPE SLIGHTLY SO THAT WATER PONDED BY THE SILT FENCE WILL BE PREVENTED FROM FLOWING AROUND THE ENDS.
4. SILT FENCE SHALL BE PLACED ON THE FLATTEST AREA AVAILABLE.
5. WHERE POSSIBLE, VEGETATION SHALL BE PRESERVED FOR 5 FEET (OR AS MUCH AS POSSIBLE) UPSLOPE FROM THE SILT FENCE. IF VEGETATION IS REMOVED, IT SHALL BE REESTABLISHED WITHIN 7 DAYS FROM THE INSTALLATION OF THE SILT FENCE.
6. ONE OF THE FOLLOWING METHODS SHALL BE USED TO REMOVE 16 INCHES ABOVE THE ORIGINAL GROUND SURFACE:
  1. THE SILT FENCE SHALL BE PLACED IN AN EXCAVATED OR SLICED TRENCH CUT A MINIMUM OF 8 INCHES DEEP. THE TRENCH SHALL BE MADE WITH A TRENCHER, CABLE LAYING MACHINE, SLICING MACHINE, OR OTHER SUITABLE DEVICE THAT WILL ENSURE AN ADEQUATE UNIFORM TRENCH DEPTH.
  2. THE SILT FENCE SHALL BE PLACED WITH THE STAKES ON THE DOWNSLOPE SIDE OF THE GEOTEXTILE. A MINIMUM OF 8 INCHES OF GEOTEXTILE MUST BE BELOW THE GROUND SURFACE. EXCESS MATERIAL SHALL LAY ON THE BOTTOM OF THE 6-INCH DEEP TRENCH. THE TRENCH SHALL BE BACKFILLED AND COMPACTED ON BOTH SIDES OF THE FABRIC.
9. SEAMS BETWEEN SECTIONS OF SILT FENCE SHALL BE SPLICED TOGETHER ONLY AT A SUPPORT POST WITH A MINIMUM 6-IN. OVERLAP PRIOR TO DRIVING INTO GROUND. (SEE DETAIL).
10. MAINTENANCE - SILT FENCE SHALL ALLOW RUNOFF TO PASS ONLY AS DIFFUSE FLOW THROUGH THE GEOTEXTILE. IF RUNOFF OVERTOPS THE SILT FENCE, FLOWS UNDER THE FABRIC OR AROUND THE FENCE ENDS, OR IN ANY OTHER WAY ALLOWS A CONCENTRATED FLOW DISCHARGE, ONE OF THE FOLLOWING SHALL BE PERFORMED, AS APPROPRIATE: 1) THE LAYOUT OF THE SILT FENCE SHALL BE CHANGED, 2) ACCUMULATED SEDIMENT SHALL BE REMOVED, OR 3) OTHER PRACTICES SHALL BE INSTALLED.
  - SEDIMENT DEPOSITS SHALL BE ROUTINELY REMOVED WHEN THE DEPOSIT REACHES APPROXIMATELY ONE-HALF THE HEIGHT OF THE SILT FENCE.
  - SILT FENCES SHALL BE INSPECTED AFTER EACH RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL. THE LOCATION OF THE EXISTING SILT FENCE SHALL BE REVIEWED DAILY TO ENSURE ITS PROPER LOCATION AND EFFECTIVENESS. IF DAMAGED, THE SILT FENCE SHALL BE REPAIRED IMMEDIATELY.

CRITERIA FOR SILT FENCE MATERIALS:

1. FENCE POST - THE LENGTH SHALL BE A MINIMUM OF 32 INCHES. WOOD POST WILL BE 2-BY-2-IN. NOMINAL DIMENSIONED HARDWOOD OF SOUND QUALITY. THEY SHALL BE FREE OF KNOTS, SPLITS, AND OTHER VISIBLE IMPERFECTIONS, THAT WILL WEAKEN THE POSTS. THE MAXIMUM SPACING BETWEEN POSTS SHALL BE 10 FT. POSTS SHALL BE DRIVEN A MINIMUM 16 INCHES INTO THE GROUND, WHERE POSSIBLE. IF NOT POSSIBLE, THE POSTS SHALL BE ADEQUATELY SECURED TO PREVENT OVERTURNING OF THE FENCE DUE TO SEDIMENT/WATER LOADING.
2. SILT FENCE FABRIC - SEE CHART BELOW.

FABRIC PROPERTIES	VALUES	TEST METHOD
MINIMUM TENSILE STRENGTH	120 LBS (535 N)	ASTM D 4632
MAXIMUM ELONGATION AT 60 LBS	50 %	ASTM D 4632
MINIMUM PUNCTURE STRENGTH	50 LBS (220 N)	ASTM D 4833
MINIMUM TEAR STRENGTH	40 LBS (180 N)	ASTM D 5533
APPARENT OPENING SIZE	≤ 0.84 mm	ASTM D 4751
MINIMUM PERMITTIVITY	1 x 10 <sup>-2</sup> SEC. <sup>-1</sup>	ASTM D 4491
UV EXPOSURE STRENGTH RETENTION	70%	ASTM D 3355



PROJECT NAME

## DIX PARK PICNIC AREA

CLIENT NAME



	100% OWNERS REVIEW	09/09/2022
REV. NO.	DESCRIPTION	DATE

PROJECT NO: 2022-0109  
DRAWN BY: AJM  
APPROVED BY: CJB  
DATE: 09/09/2022

SCALE:

SHEET TITLE

## DETAILS

SHEET NUMBER

# C1.07





A CONSTRUCTION ENTRANCE IS A STABILIZED PAD OF STONE UNDERLAIN WITH A GEOTEXTILE AND IS USED TO REDUCE THE AMOUNT OF MUD TRACKED OFF-SITE WITH CONSTRUCTION TRAFFIC. LOCATED AT POINTS OF INGRESS/EGRESS, THE PRACTICE IS USED TO REDUCE THE AMOUNT OF MUD TRACKED OFF-SITE WITH CONSTRUCTION TRAFFIC.

1. STONE SIZE - # 2 (1.5-2.5 INCH) STONE SHALL BE USED, OR RECYCLED CONCRETE EQUIVALENT.
2. LENGTH - THE CONSTRUCTION ENTRANCE SHALL BE AS LONG AS REQUIRED TO STABILIZE HIGH TRAFFIC AREAS BUT NOT LESS THAN 70 FT. (EXCEPTION: APPLY 30 FT. MINIMUM TO SINGLE RESIDENCE LOTS).
3. THICKNESS - THE STONE LAYER SHALL BE AT LEAST 6 INCHES THICK FOR LIGHT DUTY ENTRANCES OR AT LEAST 10 INCHES FOR HEAVY DUTY USE.
4. WIDTH - THE ENTRANCE SHALL BE AT LEAST 14 FEET WIDE, BUT NOT LESS THAN THE FULL WIDTH AT POINTS WHERE INGRESS OR EGRESS OCCURS.
5. GEOTEXTILE - A GEOTEXTILE SHALL BE LAID OVER THE ENTIRE AREA PRIOR TO PLACING STONE. IT SHALL BE COMPOSED OF STRONG ROT-PROOF POLYMERIC FIBERS AND MEET THE FOLLOWING SPECIFICATIONS:

GEOTEXTILE SPECIFICATIONS FOR CONSTRUCTION ENTRANCES	
MINIMUM TENSILE STRENGTH	200 LBS.
MINIMUM PUNCTURE STRENGTH	80 PSI
MINIMUM TEAR STRENGTH	50 LBS
MINIMUM BURST STRENGTH	320 PSI
MINIMUM ELONGATION	20%
EQUIVALENT OPENING SIZE	EOS < 0.6MM
PERMITTIVITY	$1 \times 10^{-3}$ CM/SEC

7. TIMING - THE CONSTRUCTION ENTRANCE SHALL BE INSTALLED AS SOON AS IS PRACTICABLE BEFORE MAJOR GRADING ACTIVITIES.
8. CULVERT - A PIPE OR CULVERT SHALL BE CONSTRUCTED UNDER THE ENTRANCE IF NEEDED TO PREVENT SURFACE WATER FROM FLOWING ACROSS THE ENTRANCE OR TO PREVENT RUNOFF FROM BEING DIRECTED OUT ONTO PAVED SURFACES.
9. WATER BAR - A WATER BAR SHALL BE CONSTRUCTED AS PART OF THE CONSTRUCTION ENTRANCE IF NEEDED TO PREVENT SURFACE RUNOFF FROM FLOWING THE LENGTH OF THE CONSTRUCTION ENTRANCE AND OUT ONTO PAVED SURFACES.
10. MAINTENANCE - TOP DRESSING OF ADDITIONAL STONE SHALL BE APPLIED AS CONDITIONS DEMAND. MUD SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC ROADS, OR ANY SURFACE WHERE RUNOFF IS NOT CHECKED BY SEDIMENT CONTROLS, SHALL BE REMOVED IMMEDIATELY. REMOVAL SHALL BE ACCOMPLISHED BY SCRAPING OR SWEEPING.
11. CONSTRUCTION ENTRANCES SHALL NOT BE RELIED UPON TO REMOVE MUD FROM VEHICLES AND PREVENT OFF-SITE TRACKING. VEHICLES THAT ENTER AND LEAVE THE CONSTRUCTION SITE SHALL BE INSPECTED FOR MUD ON VEHICLES.
12. REMOVAL - THE ENTRANCE SHALL REMAIN IN PLACE UNTIL THE DISTURBED AREA IS STABILIZED OR REPLACED WITH A PERMANENT ROADWAY OR ENTRANCE.

**TS**

TEMPORARY SEEDINGS ESTABLISH TEMPORARY COVER ON DISTURBED AREAS BY PLANTING APPROPRIATE RAPIDLY GROWING ANNUAL GRASSES OR SMALL GRAINS. TEMPORARY SEEDING PROVIDES EROSION CONTROL ON AREAS IN BETWEEN CONSTRUCTION OPERATIONS. GRASSES, WHICH ARE QUICK GROWING, ARE SEEDED AND USUALLY MULCHED TO PROVIDE PROMPT, TEMPORARY SOIL STABILIZATION. IT EFFECTIVELY MINIMIZES THE AREA OF A CONSTRUCTION SITE PRONE TO EROSION AND SHOULD BE USED EVERYWHERE THE SEQUENCE OF CONSTRUCTION OPERATIONS ALLOWS VEGETATION TO BE ESTABLISHED.

TEMPORARY SEEDING SPECIES SELECTION			
SEEDING DATES	SPECIES	LB./1,000 SF	LB./ACRE
MARCH 1 TO AUGUST 15	OATS	3	128 (4 BUSHEL)
	TALL FESCUE	1	40
	ANNUAL RYEGRASS	1	40
	PERENNIAL RYEGRASS	1	40
	TALL FESCUE	1	40
	ANNUAL RYEGRASS	1	40
	ANNUAL RYEGRASS	1.25	55
	PERENNIAL RYEGRASS	3.25	142
	CREeping RED FESCUE	0.4	17
	KENTUCKY BLUEGRASS	0.4	17
AUGUST 16 TO NOVEMBER	OATS	3	128 (3 BUSHEL)
	TALL FESCUE	1	40
	ANNUAL RYEGRASS	1	40
	RYE	3	112 (2 BUSHEL)
	TALL FESCUE	1	40
	ANNUAL RYEGRASS	1	40
	WHEAT	3	120 (2 BUSHEL)
	TALL FESCUE	1	40
	ANNUAL RYEGRASS	1	40
	PERENNIAL RYEGRASS	1	40
	TALL FESCUE	1	40
	ANNUAL RYEGRASS	1	40
	ANNUAL RYEGRASS	1.25	40
	PERENNIAL RYEGRASS	3.25	40
	CREeping RED FESCUE	0.4	40
	KENTUCKY BLUEGRASS	0.4	0
NOVEMBER 1 TO FEB. 29	USE MULCH ONLY OR DORMANT SEEDING		

NOTE: OTHER APPROVED SPECIES MAY BE SUBSTITUTED.

PS

1. SUBSOILER, PLOW, OR OTHER IMPLEMENT SHALL BE USED TO REDUCE SOIL COMPACTION AND ALLOW MAXIMUM INFILTRATION. (MAXIMIZING INFILTRATION WILL HELP CONTROL BOTH RUNOFF RATE AND WATER QUALITY.) SUBSOILING SHOULD BE DONE WHEN THE SOIL MOISTURE IS LOW ENOUGH TO ALLOW THE SOIL TO CRACK OR FRACTURE. SUBSOILING SHALL NOT BE DONE ON SLIP-PRONE AREAS WHERE SOIL PREPARATION SHOULD BE LIMITED TO WHAT IS NECESSARY FOR ESTABLISHING VEGETATION.

2. THE SITE SHALL BE GRADED AS NEEDED TO PERMIT THE USE OF CONVENTIONAL EQUIPMENT FOR SEEDBED PREPARATION AND SEEDING.

3. TOPSOIL SHALL BE APPLIED WHERE NEEDED TO ESTABLISH VEGETATION.

1. LIME—AGRICULTURAL GROUND LIMESTONE SHALL BE APPLIED TO ACID SOIL AS RECOMMENDED BY A SOIL TEST. IN LIEU OF A SOIL TEST, LIME SHALL BE APPLIED AT THE RATE OF 100 POUNDS PER 1,000-SQ. FT. OR 2 TONS PER ACRE.

2. FERTILIZER—FERTILIZER SHALL BE APPLIED AS RECOMMENDED BY A SOIL TEST. IN PLACE OF A SOIL TEST, FERTILIZER SHALL BE APPLIED AT A RATE OF 25 POUNDS PER 1,000-SQ. FT. OR 1000 POUNDS PER ACRE OF A 10-10-10 OR 12-12-12 ANALYSES.

3. THE LIME AND FERTILIZER SHALL BE WORKED INTO THE SOIL WITH A DISK HARROW, SPRING-TOOTH HARROW, OR OTHER SUITABLE FIELD IMPLEMENT TO A DEPTH OF 3 INCHES. ON SLOPING LAND, THE SOIL SHALL BE WORKED ON THE CONTOUR.

SEEDING SHOULD BE DONE MARCH 1 TO MAY 31 OR AUGUST 1 TO SEPTEMBER 30. IF SEEDING OCCURS OUTSIDE OF THE ABOVE-SPECIFIED DATES, ADDITIONAL MULCH AND IRRIGATION MAY BE REQUIRED TO ENSURE A MINIMUM OF 80% GERMINATION. TILLAGE FOR SEEDBED PREPARATION SHOULD BE DONE WHEN THE SOIL IS DRY ENOUGH TO CRUMBLE AND NOT FORM RIBBONS WHEN COMPRESSED BY HAND. FOR WINTER SEEDING, SEE THE FOLLOWING SECTION ON DORMANT SEEDING.

- SEEDINGS SHOULD NOT BE MADE FROM OCTOBER 1 THROUGH NOVEMBER 20. DURING THIS PERIOD, THE SEEDS ARE LIKELY TO GERMINATE BUT PROBABLY WILL NOT BE ABLE TO SURVIVE THE WINTER.
- SEEDING METHODS MAY BE USED FOR "DORMANT SEEDINGS"
- FROM OCTOBER 1 THROUGH NOVEMBER 20, PREPARE THE SEEDBED, ADD THE REQUIRED AMOUNTS OF LIQUID AND FERTILIZER, THEN MULCH AND ANCHOR. AFTER NOVEMBER 20, AND BEFORE MARCH 15, BROADCAST THE SELECTED SEED MIXTURE. INCREASE THE SEEDING RATES BY 50% FOR THIS TYPE OF SEEDING.
- FROM NOVEMBER 20 THROUGH MARCH 15, WHEN SOIL CONDITIONS PERMIT, PREPARE THE SEEDBED, LIQUID AND FERTILIZE. APPLY THE SEED MIXTURE, THEN MULCH AND ANCHOR. INCREASE THE SEEDING RATES BY 50% FOR THIS TYPE OF SEEDING.
- APPLY SEED UNIFORMLY WITH A CYCLONE SEEDER, DRILL, CULTIPLAKER SEEDER, OR HYDRO-SEEDER (SLURRY MAY INCLUDE SEED AND FERTILIZER) ON A FIRM, MOIST SEEDBED.
- WHERE FEASIBLE, EXCEPT WHEN A CULTIPLAKER TYPE SEEDER
- IS USED, THE SEEDBED SHOULD BE FIELD ROLLED FOLLOWING SEEDING OPERATIONS WITH A CULTIPLAKER, ROLLER, OR LIGHT DRAG. ON SLOPING LAND, SEEDING OPERATIONS SHOULD BE ON THE CONTOUR WHERE FEASIBLE.

MULCH MATERIAL SHALL BE APPLIED IMMEDIATELY AFTER SEEDING. DORMANT SEEDING SHALL BE MULCHED. 100% OF THE GROUND SURFACE SHALL BE COVERED WITH AN APPROVED MATERIAL.

2. MATERIALS

STRAW-IF STRAW IS USED IT SHALL BE UNROTTED SMALL-GRAIN STRAW APPLIED AT THE RATE OF 2 TONS PER ACRE OR 90 POUNDS (TWO TO THREE BALES) PER 1,000 SQ. FT. THE MULCH SHALL BE SPREAD UNIFORMLY BY HAND OR MECHANICALLY APPLIED SO THE SOIL SURFACE IS COVERED. FOR UNIFORM DISTRIBUTION OF HAND-SPREAD MULCH, DIVIDE AREA INTO APPROXIMATELY 1,000-SQ.-FT. SECTIONS AND SPREAD TWO 45-LB. BALES OF STRAW IN EACH SECTION.

HYDROSEEDERS-IF WOOD CELLULOSE FIBER IS USED, IT SHALL BE APPLIED AT 2,000 LB./AC. OR 46 LB./1,000 SQ. FT.

OTHER-OTHER ACCEPTABLE MULCHES INCLUDE ROLLED EROSION CONTROL MATTINGS OR BLANKETS APPLIED ACCORDING TO MANUFACTURER'S RECOMMENDATIONS OR WOOD CHIPS APPLIED AT 6 TONS PER ACRE.

3. STRAW AND MULCH ANCHORING METHODS

STRAW MULCH SHALL BE ANCHORED IMMEDIATELY TO MINIMIZE LOSS BY WIND OR WATER.

MECHANICAL-A DISK, CRIMPER, OR SIMILAR TYPE TOOL SHALL BE SET STRAIGHT TO PUNCH OR ANCHOR THE MULCH MATERIAL INTO THE SOIL. STRAW MECHANICALLY ANCHORED SHALL NOT BE FINELY CHOPPED BUT, GENERALLY, BE LEFT LONGER THAN 6 INCHES.

MULCH NETTING-NETTING SHALL BE USED ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS. NETTING MAY BE NECESSARY TO HOLD MULCH IN PLACE IN AREAS OF CONCENTRATED RUNOFF AND ON CRITICAL SLOPES.

ASPHALT EMLISION-ASPHALT SHALL BE APPLIED AS RECOMMENDED BY THE MANUFACTURE OR AT THE RATE OF 160 GALLONS PER ACRE.

SYNTHETIC BINDERS-SYNTHETIC BINDERS SUCH AS ACRYLIC DR (AGRI-TAC), DCA D-70, PETROSEET, TERRA TACK OR EQUIVALENT MAY BE USED AT THE RATE SPECIFIED BY THE MANUFACTURER.

WOOD CELLULOSE FIBER-WOOD CELLULOSE FIBER SHALL BE APPLIED AT A NET DRY WEIGHT OF 750 POUNDS PER ACRE. THE WOOD CELLULOSE FIBER SHALL BE MIXED WITH WATER WITH THE MIXTURE CONTAINING A MAXIMUM OF 50 POUNDS CELLULOSE PER 100 GALLONS OF WATER.

PERMANENT SEEDING SHALL INCLUDE IRRIGATION TO ESTABLISH VEGETATION DURING DRY WEATHER OR ON ADVERSE SITE CONDITIONS, WHICH REQUIRE ADEQUATE MOISTURE FOR SEED GERMINATION AND PLANT GROWTH.

IRRIGATION RATES SHALL BE MONITORED TO PREVENT EROSION AND DAMAGE TO SEEDED AREAS FROM EXCESSIVE RUNOFF.

1. STRUCTURAL EROSION AND SEDIMENT CONTROL PRACTICES SUCH AS DIVERSIONS AND SEDIMENT TRAPS SHALL BE INSTALLED AND STABILIZED WITH TEMPORARY SEEDING PRIOR TO GRADING THE REST OF THE CONSTRUCTION SITE.
2. TEMPORARY SEED SHALL BE APPLIED BETWEEN CONSTRUCTION OPERATIONS ON SOIL THAT WILL NOT BE GRADED OR REVEALED FOR 30 DAYS OR GREATER. THE IDEAL AREAS SHALL BE SEEDING WITHIN 7 DAYS AFTER GRADING.
3. THE SEED SHOULD BE COVERED WITH MULCH AND LOCATED TO EXPOSE THE SEED TO FISHING VEGETATION. TEMPORARY SEEDING SHOULD NOT BE POSTPONED IF IDEAL SEEDBED PREPARATION IS NOT POSSIBLE.
4. SOIL AMENDMENTS - TEMPORARY VEGETATION SEEDING RATES SHALL ESTABLISH ADEQUATE STANDS OF VEGETATION, WHICH MAY REQUIRE THE USE OF SOIL AMENDMENTS. BASE RATES FOR LIME AND FERTILIZER SHALL BE USED.
5. SEEDING METHOD - SEED SHALL BE APPLIED UNIFORMLY WITH A CYCLONE SPREADER, DRILL, CULTIPLAKER SEEDER, OR HYDROSEEDER. SEED SHALL BE APPLIED TO THE SOIL SURFACE WITHOUT THE NEED FOR DRAGGING OR ORAGGING AND THEN LIGHTLY TAMPED INTO PLACE USING A ROLLER OR CULTIPLAKER. IF HYDROSEEDING IS USED, THE SEED AND FERTILIZER WILL BE MIXED ON-SITE AND THE SEEDING SHALL BE DONE IMMEDIATELY AND WITHOUT INTERRUPTION.

1. APPLICATIONS OF TEMPORARY SEEDING SHALL INCLUDE MULCH, WHICH SHALL BE APPLIED DURING OR IMMEDIATELY AFTER SEEDING. SEEDINGS MADE DURING OPTIMUM SEEDING DATES ON FAVORABLE, VERY FLAT SOIL CONDITIONS MAY NOT NEED MULCH TO ACHIEVE ADEQUATE STABILIZATION.
2. MATERIALS:
  - STRAW - IF STRAW IS USED, IT SHALL BE UNROTTED SMALL-GRAIN STRAW APPLIED AT A RATE OF 2 TONS/ACRE OR 90 LBS./1,000 SQ.-FT. (2-3 BALES)
  - HYDROSEEDERS - IF WOOD CELLULOSE FIBER IS USED, IT SHALL BE USED AT 2,000 LBS./AC. OR 46 LB./1,000 SQ.-FT.
  - OTHER - OTHER ACCEPTABLE MULCHES INCLUDE MULCH MATTINGS APPLIED ACCORDING TO MANUFACTURER'S RECOMMENDATIONS OR WOOD CHIPS APPLIED AT 6 TON/AC.
3. STRAW MULCH SHALL BE ANCHORED IMMEDIATELY TO MINIMIZE LOSS BY WIND OR WATER. ANCHORING METHODS:
  - MECHANICAL - A DISK, CRIMPER, OR SIMILAR TYPE TOOL SHALL BE SET STRAIGHT TO PUNCH OR ANCHOR THE MULCH MATERIAL INTO THE SOIL. STRAW MECHANICALLY ANCHORED SHALL NOT BE FINELY CHOPPED BUT LEFT TO A LENGTH OF APPROXIMATELY 6 INCHES
  - MULCH NETTING - NETTING SHALL BE USED ACCORDING TO MANUFACTURER'S RECOMMENDATIONS. NETTING MAY BE NECESSARY TO HOLD MULCH IN PLACE IN AREAS OF CONCENTRATED RUNOFF AND ON CRITICAL SLOPES.
  - SYNTHETIC BINDERS - SYNTHETIC BINDERS SUCH AS ACRYLIC DLR (AGRI-TAC), DCA-70, PETROSET, TERRA TRACK OR EQUIVALENT MAY BE USED AT RATES RECOMMENDED BY THE MANUFACTURER.
  - WOOD-CELLULOSE FIBER - WOOD-CELLULOSE FIBER BINDER SHALL BE APPLIED AT A NET DRY WT. OF 750 LB./AC. THE WOOD-CELLULOSE FIBER SHALL BE MIXED WITH WATER AND THE MIXTURE SHALL CONTAIN A MAXIMUM OF 50 LB./100 GAL.

AREA REQUIRING PERMANENT STABILIZATION	TIME FRAME TO APPLY EROSION CONTROL
ANY AREAS THAT WILL LIE DORMANT FOR ONE YEAR OR MORE	WITHIN SEVEN DAYS OF THE MOST RECENT DISTURBANCE
ANY AREAS WITHIN 50 FEET OF A SURFACE WATER OF THE STATE AND AT FINAL GRADE	WITHIN TWO DAYS OF REACHING FINAL GRADE
OTHER AREAS AT FINAL GRADE	WITHIN SEVEN DAYS OF REACHING FINAL GRADE WITHIN THAT AREA

AREA REQUIRING PERMANENT STABILIZATION	TIME FRAME TO APPLY EROSION CONTROL
ANY DISTURBED AREAS WITHIN 50 FEET OF A SURFACE WATER OF THE STATE AND NOT AT FINAL GRADE	WITHIN TWO DAYS OF THE MOST RECENT DISTURBANCE IF THE AREA WILL REMAIN IDLE FOR MORE THAN 14 DAYS
ANY DISTURBED AREAS THAT WILL BE DORMANT FOR MORE THAN 14 DAYS BUT LESS THAN ONE YEAR, AND NOT WITHIN 50 FEET OF A SURFACE WATER OF THE STATE	WITHIN SEVEN DAYS OF THE MOST RECENT DISTURBANCE WITHIN THE AREA
	FOR RESIDENTIAL SUBDIVISIONS, DISTURBED AREAS MUST BE STABILIZED AT LEAST SEVEN DAYS PRIOR TO TRANSFER OF PERMIT COVERAGE FOR THE INDIVIDUAL LOT(S).
DISTURBED AREAS THAT WILL BE IDLE OVER WINTER	PRIOR TO THE ONSET OF WINTER WEATHER

WHERE VEGETATIVE STABILIZATION TECHNIQUES MAY CAUSE STRUCTURAL INSTABILITY OR ARE OTHERWISE UNOBTAINABLE, ALTERNATIVE STABILIZATION TECHNIQUES MUST BE EMPLOYED. PERMANENT AND TEMPORARY STABILIZATION ARE DEFINED IN PART VII

3135 Euclid Ave.  
Cleveland, OH 44115  
216-391-3700 | [karpinskieng.com](http://karpinskieng.com)

PROJECT NAME

## DIX PARK PICNIC AREA

CLIENT NAME



	100% OWNERS REVIEW	09/09/2022
REV. NO.	DESCRIPTION	DATE

PROJECT NO: 2022-0109  
DRAWN BY: AJM  
APPROVED BY: CJB  
DATE: 09/09/2022

SCALE:

SHEET TITLE

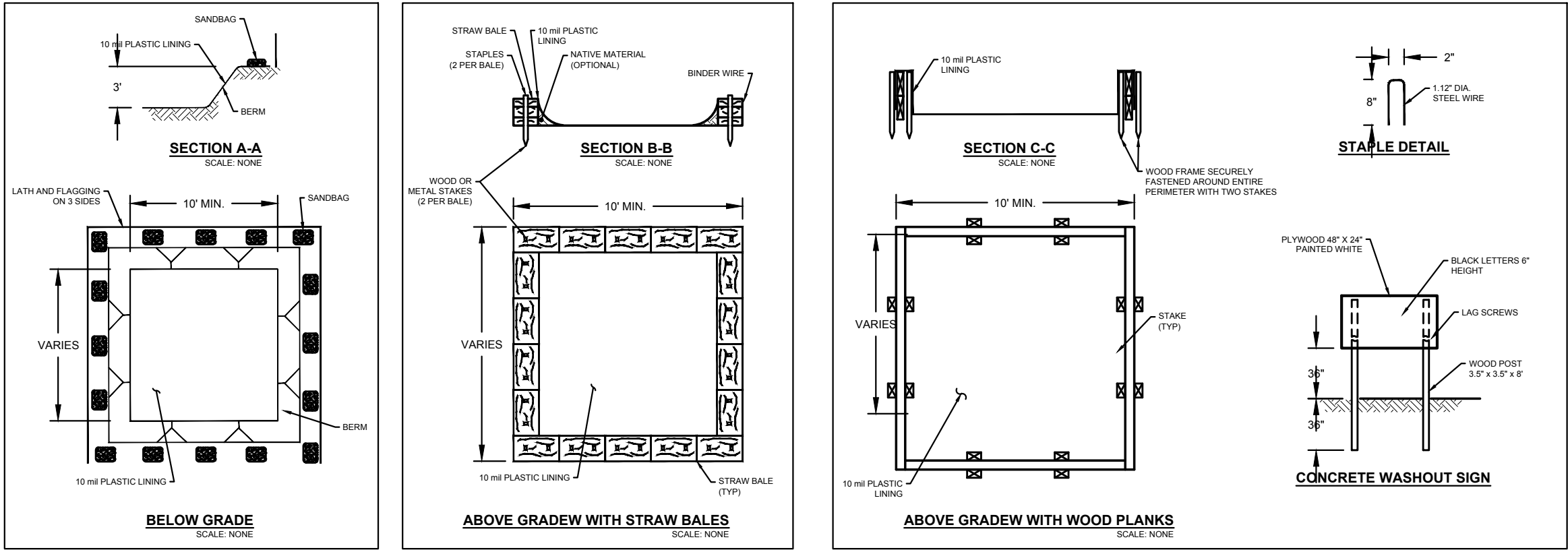
## DETAILS

SHEET NUMBER

# C1.08

FULL SIZE SHEET (22"X34")





CONCRETE WASHOUT DETAILS

SCALE: NONE

NOTES:

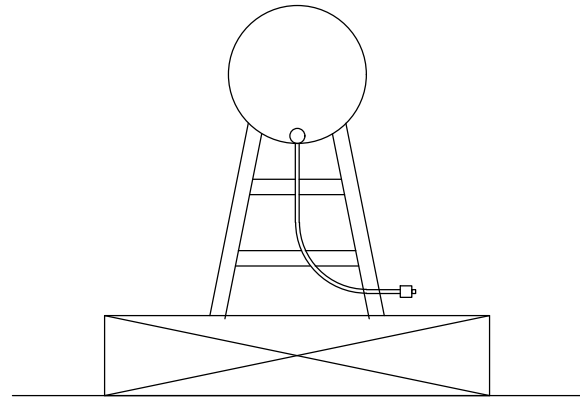
1. ACTUAL LAYOUT TO BE DETERMINED IN THE FIELD.
2. A CONCRETE WASHOUT SIGN SHALL BE INSTALLED WITHIN 30'-0" OF THE TEMPORARY CONCRETE WASHOUT FACILITY.
3. MATERIALS USED TO CONSTRUCT TEMPORARY CONCRETE WASHOUT FACILITIES SHALL BE REMOVED FROM THE SITE OF THE WORK AND DISPOSED OF OR RECYCLED.
4. HOLES, DEPRESSIONS OR OTHER GROUND DISTURBANCE CAUSED BY THE REMOVAL OF THE TEMPORARY CONCRETE WASHOUT FACILITIES SHALL BE BACKFILLED, REPAIRED, AND STABILIZED TO PREVENT EROSION.

CWA INSTALLATION NOTES

1. THE CWA SHALL BE INSTALLED PRIOR TO CONCRETE PLACEMENT ON SITE.
2. BERM SURROUNDING SIDES AND BACK OF CWA SHALL HAVE A MINIMUM HEIGHT OF 1'-0".
3. SIGNS SHALL BE PLACED AT THE CONSTRUCTION ENTRANCE, AT THE CWA, AND ELSEWHERE AS NECESSARY TO CLEARLY INDICATE THE LOCATION OF THE CWA TO OPERATORS OF CONCRETE TRUCKS AND PUMP RIGS.
4. USE EXCAVATED MATERIAL FOR PERIMETER BERM CONSTRUCTION.

CWA MAINTENANCE NOTES

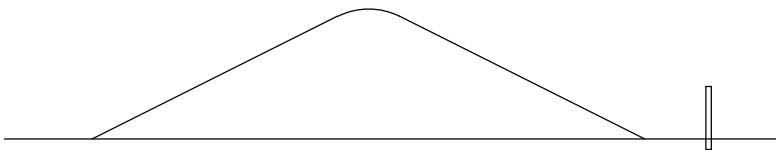
1. INSPECT BMP'S EACH WORKDAY, AND MAINTAIN THEM IN EFFECTIVE OPERATING CONDITION. MAINTENANCE OF BMP'S SHOULD BE PROACTIVE, NOT REACTIVE. INSPECT BMP'S AS SOON AS POSSIBLE (AND ALWAYS WITH 24 HOURS) FOLLOWING A STORM THAT CAUSES SURFACE EROSION, AND PERFORM NECESSARY MAINTENANCE.
2. FREQUENT OBSERVATIONS AND MAINTENANCE ARE NECESSARY TO MAINTAIN BMP'S IN EFFECTIVE OPERATING CONDITIONS. INSPECTIONS AND CORRECTIVE MEASURES SHOULD BE DOCUMENTED THOROUGHLY.
3. WHERE BMP'S HAVE FAILED, REPAIR OR REPLACEMENT SHOULD BE INITIATED UPON DISCOVERY OF THE FAILURE.
4. THE CWA SHALL BE REPAIRED, CLEANED, OR ENLARGED AS NECESSARY TO MAINTAIN CAPACITY FOR CONCRETE WASTE. CONCRETE MATERIALS, ACCUMULATED IN PIT, SHALL BE REMOVED ONCE THE MATERIALS HAVE REACHED A DEPTH OF 2'-0".
5. CONCRETE WASHOUT WATER, WASTED PIECES OF CONCRETE AND ALL OTHER DEBRIS IN THE SUBSURFACE PIT SHALL BE TRANSPORTED FROM THE JOB SITE IN A WATER-TIGHT CONTAINER AND DISPOSED OF PROPERLY.
6. THE CWA SHALL REMAIN IN PLACE UNTIL ALL CONCRETE FOR THE PROJECT IS PLACED.
7. WHEN THE CWA IS REMOVED, COVER THE DISTURBED AREA WITH TOP SOIL, SEED AND MULCH OR OTHERWISE STABILIZED IN A MANNER APPROVED BY THE LOCAL JURISDICTION.



NOTES:

1. IMMEDIATELY CONTAIN AND CLEAN UP ANY SPILLS WITH ABSORBENT MATERIALS.
2. HAVE EQUIPMENT AVAILABLE IN FUEL STORAGE AREAS AND IN VEHICLES TO CONTAIN AND CLEAN UP ANY SPILLS THAT OCCUR.
3. PLACE ABOVE GROUND STORAGE TANKS AT LEAST 50 FEET AWAY FROM STREAMS, PONDS, DITCHES, STORM SEWERS, OR WETLANDS.
4. PROVIDE SECONDARY CONTAINMENT AROUND ABOVE GROUND TANKS. SECONDARY CONTAINMENT MUST BE ABLE TO CONTAIN 110% OF THE VOLUME OF THE FUEL STORAGE TANK AND SHOULD BE IMPERMEABLE TO THE MATERIALS BEING STORED. METHODS INCLUDE BERMS, DIKES, LINERS, AND DOUBLE WALLED TANKS.
5. STORE AND MAINTAIN APPROPRIATE SPILL CLEANUP MATERIALS IN A LOCATION KNOWN TO ALL EMPLOYEES, NEAR THE FUELING OPERATION AND TRAIN EMPLOYEES ON PROPER SPILL CLEANUP PROCEDURES.
6. INSTRUCT EMPLOYEES IN ALL ASPECTS OF PROPER STORAGE AND HANDLING OF FUEL AND OTHER PETROLEUM PRODUCTS. INSTRUCT EMPLOYEES TO BE PRESENT DURING ALL FUEL TRANSFERS, AND IMMEDIATELY CLEAN UP SPILLS AND CONTAMINATED SOIL.
7. IMMEDIATELY REPORT SIGNIFICANT SPILLS OF 25 GALLONS OR MORE OR WHEN THERE IS AN IMPACT OR POTENTIAL IMPACT ON STREAMS, PONDS, DITCHES, STORM SEWERS, OR WETLANDS.
8. INSPECT FUELING AREAS AND STORAGE TANKS REGULARLY FOR DAMAGES OR LEAKS.
9. FUEL STORAGE AREAS MUST BE KEPT SECURE WHEN NOT IN USE.

FUEL CONTAINMENT DYKE DETAIL



MAINTENANCE:

1. STOCKPILE HEIGHT MUST NOT EXCEED 20 FEET.
2. STOCK PILE SLOPES MUST BE 2:1 OR FLATTER.
3. SILT FENCE SHALL BE INSTALLED AT THE DOWNSLOPE SIDE OF THE STOCKPILE.
4. STOCKPILES SHALL BE TEMPORARILY STABILIZED WITH SEED AND MULCH.
5. TOPSOIL STOCKPILE LOCATIONS SHALL BE PROVIDED WHERE AND WHEN DIRECTED BY THE CMT.

TYPICAL STOCKPILE SECTION



3135 Euclid Ave.  
Cleveland, OH 44115  
216-391-3700 | karpinskieng.com

PROJECT NAME

DIX PARK PICNIC  
AREA

CLIENT NAME



REV. NO.	DESCRIPTION	DATE
1	100% OWNERS REVIEW	09/09/2022

PROJECT NO: 2022-0109  
DRAWN BY: AJM  
APPROVED BY: CJB  
DATE: 09/09/2022

SCALE:

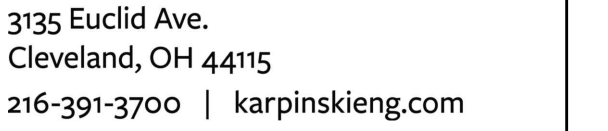
SHEET TITLE

DETAILS

SHEET NUMBER

C1.09

FULL SIZE SHEET (22"x34")



NOT PART OF  
CONTRACT

# C1.10



STRUCTURAL NOTES

A. GENERAL

1. THE STRUCTURE IS DESIGNED TO BE SELF-SUPPORTING AND STABLE AFTER THE CONSTRUCTION IS FULLY COMPLETED. IT IS SOLELY THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE ERECTION PROCEDURES AND SEQUENCE AND TO ENSURE THE SAFETY OF THE BUILDING AND ITS COMPONENT PARTS DURING ERECTION. THIS INCLUDES THE ADDITION OF WHATEVER SHORING, SHEETING, TEMPORARY BRACING, UNDERPINNING, GUYS OR TIEDOWNS WHICH MIGHT BE NECESSARY. SUCH MATERIAL SHALL REMAIN THE CONTRACTOR'S PROPERTY AFTER THE COMPLETION OF THE PROJECT.
2. IT IS SOLELY THE CONTRACTOR'S RESPONSIBILITY TO FOLLOW ALL APPLICABLE SAFETY CODES AND REGULATIONS DURING ALL PHASES OF CONSTRUCTION.
3. USE THE STRUCTURAL DRAWINGS IN CONJUNCTION WITH THE ARCHITECTURAL DRAWINGS.
4. SHOULD ANY OF THE DETAILED INSTRUCTIONS SHOWN ON THE PLANS CONFLICT WITH THE GENERAL STRUCTURAL NOTES, THE SPECIFICATIONS OR WITH EACH OTHER, THE STRICTEST PROVISION SHALL GOVERN WITHOUT ADDITIONAL EXPENSE TO THE OWNER, ARCHITECT, OR ENGINEER.
5. FIELD VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS BEFORE ORDERING, FABRICATING AND INSTALLING ANY MATERIAL.
6. COORDINATE WITH ALL DRAWINGS FOR INFORMATION RELATED TO STRUCTURAL WORK. ANY CHANGES TO THE BUILDING STRUCTURAL SYSTEM SHALL BE REDESIGNED ONLY BY OHLIN AND REED, STRUCTURAL DESIGN CONSULTANTS. ALL CHANGES MUST HAVE PRIOR WRITTEN AUTHORIZATION OF THE OWNER AND OHLIN AND REED, STRUCTURAL DESIGN CONSULTANTS.

B. CODES

1. STRUCTURE SHALL CONFORM TO THE OHIO BUILDING CODE (OBC 2017).

C. DESIGN LOADS

1. GENERAL

- a. NORMAL WEIGHT CONCRETE @ 150 PCF.

2. LIVE LOADS

BUILDING AREA	LIVE LOAD
ROOF	20 PSF (MIN.)

BASIC WIND SPEED	$V_{ult} = 115$ MPH (3 SECOND GUST)
BASIC WIND SPEED	$V_{des} = 90$ MPH
EXPOSURE CATEGORY	B
INTERNAL PRESSURE COEFFICIENTS	$\pm 0.18$

DESIGN WIND PRESSURES ON COMPONENTS AND CLADDING SHALL BE IN ACCORDANCE WITH CHAPTER 30 OF ASCE 7-10. COMPONENTS AND CLADDING MANUFACTURERS SHALL VERIFY DESIGN WIND LOADS REQUIRED FOR INDIVIDUAL PRODUCT ATTACHMENTS.

ROOF PRESSURES (LLT)	GROSS	NET UPLIFT
TYPICAL BAY:	+18.1/-15.3 PSF	-10.0 PSF
PERIMETER BAY (3'-0" WIDE):	+27.9/-19.5 PSF	-10.0 PSF
CORNER BAY (3'-0" WIDE):	+36.2/-25.1 PSF	-13.1 PSF

SNOW LOADS	
GROUND SNOW LOAD	$P_g = 20$ PSF
FLAT-ROOF SNOW LOAD	$P_f = 10$ PSF
SNOW EXPOSURE FACTOR	$C_e = 1.0$
SNOW IMPORTANCE FACTOR	$I_s = 1.0$
THERMAL FACTOR	$C_t = 1.2$

SEISMIC LOADS	
SEISMIC IMPORTANCE FACTOR	$I_a = 1.0$
MAPPED SPECTRAL RESPONSE ACCELERATION PARAMETERS SITE CLASS	$S_s = 0.174 \quad S_1 = 0.058$
DESIGN SPECTRAL RESPONSE ACCELERATION PARAMETERS SEISMIC DESIGN CATEGORY	$S_{DS} = 0.139 \quad S_{D1} = 0.066$
BASIC SEISMIC-FORCE-RESISTING SYSTEM	TIMBER FRAMES
CONSIDER SEISMIC	$V = 1.0$
SEISMIC RESPONSE COEFFICIENT	$C_s = 0.093$
RESPONSE MODIFICATION FACTOR	$R = 1.5$
ANALYSIS PROCEDURE	EQUVALENT LATERAL FORCE PROCEDURE

D. FOUNDATIONS

1. SOILS INVESTIGATION BY INTERTEK PSI. PSI JOB No. 0142-2598 DATED AUGUST 3, 2022.
2. FOUNDATION DESIGN IS BASED ON 3,000 PSF NET ALLOWABLE BEARING PRESSURE ON FIRM UNDISTURBED SOIL OR COMPACTED BACKFILL AS PERMITTED IN OBC TABLE 1606.2.
4. FOOTING ELEVATIONS SHOWN ON PLANS ARE APPROXIMATE AND SHALL BE FIELD ADJUSTED IF REQUIRED. ALL BEARING ELEVATIONS & PRESSURES SHALL BE FIELD VERIFIED BY A REGISTERED GEOTECHNICAL ENGINEER PRIOR TO THE PLACEMENT OF CONCRETE.
5. BOTTOM OF ALL EXTERIOR FOOTINGS SHALL BEAR A MINIMUM OF 3'-6" BELOW FINISH GRADE FOR FROST PROTECTION.
6. ALL GEOTECHNICAL WORK SHALL BE CONDUCTED IN COMPLIANCE WITH THE RECOMMENDATIONS OF THE ABOVE SOILS INVESTIGATION. NOTIFY STRUCTURAL ENGINEER OF ANY UNUSUAL SOIL CONDITIONS THAT ARE IN VARIANCE WITH THE GEOTECHNICAL REPORT.
7. BACKFILL AND FILL MATERIALS SHALL CONSIST OF MATERIALS APPROVED BY THE GEOTECHNICAL ENGINEER PRIOR TO PLACEMENT.
8. STRUCTURAL FILL UNDER FOOTINGS AND SLAB-ON-GRADE SHALL BE COMPACTED TO AT LEAST 98% OF THE STANDARD PROCTOR (ASTM D698) MAXIMUM DRY LABORATORY DENSITY. COMPACTED STRUCTURAL FILL UNDER FOOTINGS SHALL EXTEND OUTSIDE THE FOOTING A MINIMUM OF 3/4 THE DEPTH OF COMPACTION. ALL FILL SHALL BE FIELD INSPECTED FOR IN-PLACE DENSITY TO ASSURE THAT THE COMPACTION RECOMMENDATIONS ARE ATTAINED.

E. DRILLED PIERS

1. CONSTRUCTION OF DRILLED PIERS SHALL BE IN ACCORDANCE WITH ACI 336.1-01.
2. ALL DRILLED PIERS ARE DESIGNED AS END BEARING, <AND FRICTION PIERS>
3. STEEL CASINGS SHALL BE USED WHERE NEEDED TO PREVENT EARTH FROM FALLING INTO THE EXCAVATION AND TO PREVENT GROUND WATER FROM INFILTRATING THE EXCAVATION. STEEL CASINGS MAY BE REMOVED, BUT A FIVE FOOT HEAD OF CONCRETE MUST BE MAINTAINED ABOVE THE BOTTOM OF THE CASING.
4. THE DRILLED PIERS SHALL BE SOLID CONCRETE WITH NO SOIL INTRUSION. CONCRETE PLACING OPERATIONS SHALL BE CONTINUOUS WITHOUT ANY COLD JOINTS WITHIN THE DRILLED PIER.
5. THE CONCRETE MAY FREE FALL THE ENTIRE DEPTH OF THE DRILLED PIERS PROVIDED THE FALL OF THE CONCRETE IS NOT OBSTRUCTED BY ANCHOR BOLTS OR REINFORCING CASE.
7. TOLERANCES: DRILLED PIERS SHALL NOT BE OUT OF PLUMB BY MORE THAN 1.5% OF THE DRILLED PIER LENGTH OR 12.5% OF THE DRILLED PIER DIAMETER, WHICHEVER IS LESS. DRILLED PIERS SHALL NOT BE OUT OF PLAN POSITION BY MORE THAN 3" OR 5% OF THE SHAFT DIAMETER, WHICHEVER IS LESS.
8. NO OBSTRUCTION SHALL BE PERMITTED TO REDUCE THE DIAMETER OF THE DRILLED PIER OR BELL. ALL OBSTRUCTIONS MUST BE REMOVED.
9. DAMAGED, MIS-ALIGNED AND OUT OF TOLERANCE PIERS SHALL BE REMOVED/RELOCATED AND REPLACED WITH NEW DRILLED PIERS.
10. EACH DRILLED PIER SHALL BE INSPECTED FOR PROPER DIAMETER, ELEVATION, DESIGN BEARING MATERIAL, AND REINFORCING BEFORE PLACING ANY CONCRETE.

E. REINFORCED CONCRETE

1. CODES:

- a. ALL CONCRETE SHALL BE CONSTRUCTED IN COMPLIANCE WITH THE LATEST EDITIONS OF "ACI 301, STANDARD SPECIFICATIONS FOR STRUCTURAL CONCRETE", "ACI 302, GUIDE FOR CONCRETE FLOOR AND SLAB CONSTRUCTION", AND "ACI 318, BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE".

2. MATERIALS:

LOCATION	$F_c'$	W/C RATIO
a. DRILLED PIERS	3,000 PSI	0.55
b. ALL EXTERIOR CONCRETE NOT OTHERWISE IDENTIFIED	4,500 PSI AIR ENTRAINED $\pm 1\%$	0.48

3. SLUMP:

- a. SLUMP OF CONCRETE SHALL NOT EXCEED 4" UNLESS A HIGH RANGE WATER-REDUCING ADMIXTURE IS USED. THE SLUMP OF CONCRETE PRIOR TO THE ADDITION OF THE ADMIXTURE SHALL NOT EXCEED 3". THE SLUMP OF CONCRETE CONTAINING A HIGH RANGE WATER-REDUCING ADMIXTURE SHALL NOT EXCEED 8".

4. MIX DESIGNS:

- a. THE CONTRACTOR SHALL SUBMIT MIX DESIGNS FOR REVIEW TWO WEEKS PRIOR TO PLACING CONCRETE. THE MIX DESIGN SHALL INCLUDE ALL STRENGTH DATA NECESSARY TO SHOW COMPLIANCE WITH THE SPECIFICATIONS FOR EITHER THE TRIAL BATCH OR FIELD EXPERIENCE METHOD (ACI 318 CHAPTER 26.4). USE OF FLY ASH IN MIX DESIGN IS NOT PERMITTED IN CONCRETE EXPOSED TO WEATHER. WHERE FLY ASH IS USED, LIMIT FLY ASH CONTENT TO 20% BY WEIGHT.

5. NOTATION:

- a. T=TOP, B=BOTTOM, E.E.=EACH END, E.F.=EACH FACE, E.W.=EACH WAY, U.N.O.=UNLESS NOTED OTHERWISE.

7. MINIMUM SLAB PROVISIONS

- a. A 15-MIL POLYETHYLENE VAPOR RETARDER WITH JOINTS LAPPED NOT LESS THAN 6 INCHES AND TAPED SHALL BE PLACED BETWEEN THE BASE COURSE OR SUBGRADE AND THE CONCRETE FLOOR SLAB.

8. CONSTRUCTION JOINTS:

- a. CONSTRUCTION JOINTS PERMITTED ONLY WHERE SHOWN OR AS APPROVED BY THE STRUCTURAL ENGINEER.

9. REINFORCING STEEL:

- a. REINFORCING STEEL SHALL BE DETAILED, FABRICATED AND PLACED PER ACI MANUALS (ACI 315).
- b. ALL REINFORCING SHALL HAVE A MINIMUM YIELD STRENGTH OF 60,000 PSI AND SHALL CONFORM TO THE REQUIREMENTS OF ASTM A615 U.N.O.
- c. WELDABLE REINFORCING SHALL HAVE A MINIMUM YIELD STRENGTH OF 60,000 PSI AND SHALL CONFORM TO THE REQUIREMENTS OF ASTM A706. WELDING SHALL CONFORM TO THE LATEST EDITION OF AWS D1.4.
- d. ALL REINFORCING SHALL BE SUPPORTED AND MAINTAINED AT THE PROPER LOCATION AND/OR HEIGHT THROUGHOUT THE CONCRETE PLACING OPERATION. PROVIDE CORROSION RESISTANT ACCESSORIES SUCH AS GRAY PLASTIC CHAIRS OR CHAIRS WITH PLASTIC COATED TIPS. FOR PRECAST CONCRETE CUBES OR SAND PLATE CHAIRS SHALL BE USED FOR THE SUPPORT OF REINFORCING ON GRADE. CONCRETE BLOCK OR CLAY MASONRY BRICK ARE NOT PERMITTED.
- e. REINFORCING BARS REQUIRED FOR PROPER SUPPORT OF PRINCIPAL REINFORCING SHALL BE DETAILED AND SUPPLIED BY THE CONTRACTOR WHETHER OR NOT THEY ARE INDICATED ON THE DRAWINGS. THE MINIMUM BAR SIZE SHALL BE #4 AND THE MAXIMUM SPACING SHALL BE 36" ON CENTER FOR ALL BARS THAT NEED SUPPORT. WELDED WIRE FABRIC SHALL NOT BE USED FOR THE SUPPORT OF PRINCIPAL REINFORCING.

- f. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A185 (LAP 8") AND BE FURNISHED IN FLAT SHEETS. ALL WELDED WIRE FABRIC SHALL BE CHAIRED TO ITS PROPER HEIGHT AND MAINTAINED AT THE PROPER HEIGHT THROUGHOUT THE CONCRETE PLACING OPERATION. LIFTING OF WELDED WIRE FABRIC WITH A HOOK DURING CONCRETE PLACEMENT SHALL NOT BE PERMITTED.

- g. WET SETTING OF REINFORCING, WELDED WIRE FABRIC, OR ANY ITEMS THAT ARE TO BE EMBEDDED AND/OR ANCHORED IN CONCRETE IS NOT PERMITTED.
- h. ALL SPLICES IN REINFORCING STEEL SHALL BE COVERED BY CHAPTER 25 OF ACI-318. (SPLICES SHALL BE SHOWN ON INDIVIDUAL DETALS).

REINFORCING LAP SPLICE AND ANCHORAGE				REINFORCING LAP SPLICE AND ANCHORAGE			
BAR SIZE	LAP	ANCHORAGE	OTHER	BAR SIZE	LAP	ANCHORAGE	OTHER
#3	28"	22"	22"	17"	#2	24"	18"
#4	37"	29"	29"	22"	#4	33"	25"
#5	47"	36"	36"	28"	#5	41"	31"
#6	56"	43"	43"	33"	#6	49"	37"
#7	67"	53"	53"	40"	#7	71"	54"
#8	83"	72"	72"	55"	#8	81"	62"
#9	105"	81"	81"	62"	#9	91"	70"
3,000 PSI CONCRETE GRADE 60 UNGRADED REBAR				4,000 PSI CONCRETE GRADE 60 UNGRADED REBAR			

1. MINIMUM CONCRETE COVER FOR REINFORCING:

CONCRETE REINFORCING SHALL BE PLACED PER THE TOLERANCES OF ACI 117 AND ACI 318:

LOCATION	MINIMUM COVER
CONCRETE CAST AGAINST AND PERMANENTLY EXPOSED TO EARTH	3"
SLABS-ON-GRADE (REINFORCING BARS)	3/4" U.N.O.
SLABS-ON-GRADE (W.W.F.)	1/3 SLAB THICKNESS FROM TOP OF SLAB U.N.O.
SLABS (EXTERIOR)	1 1/2"

10. CURING:

- a. ALL CONCRETE SHALL BE CURED USING A LIQUID MEMBRANE CURING COMPOUND, UNLESS NOTED OTHERWISE, WITH A MAXIMUM UNIT MOISTURE LOSS OF 0.030 GR./50CM AT 72 HOURS AND APPLIED AT A MAXIMUM COVERAGE RATE OF 200 SQ.FT./GAL. CURING COMPOUND SHALL BE APPLIED WITHIN 1 HOUR AFTER FINAL TROWELING OR FORM REMOVAL. ALL CONCRETE SHALL BE CURED FOR NOT LESS THAN 7 DAYS.

K. SHOP DRAWINGS

1. REVIEW OF SHOP DRAWINGS SHALL BE FOR GENERAL CONFORMANCE WITH THE DESIGN CONCEPT OF THE PROJECT AND INFORMATION CONTAINED IN THE CONTRACT DOCUMENTS. CORRECTIONS OR COMMENTS MADE ON SHOP DRAWING SUBMITTALS DURING THIS REVIEW DO NOT RELIEVE THE CONTRACTOR FROM COMPLIANCE WITH PROJECT PLANS AND SPECIFICATIONS. CONTRACTOR IS RESPONSIBLE FOR: DIMENSIONS TO BE CONFIRMED AND CORRELATED; INFORMATION THAT PERTAINS SOLELY TO THE FABRICATION PROCESSES OR THE MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURE OF CONSTRUCTION; COORDINATION OF THE WORK OF ALL TRADES.
2. SHOP DRAWINGS SHALL BE SUBMITTED FOR CONCRETE MIX DESIGNS AND REINFORCING BARS FOR REVIEW PRIOR TO ORDERING AND FABRICATING MATERIAL.
3. ALL SHOP DRAWINGS MUST BE CHECKED BY THE FABRICATOR AND BEAR CHECKER'S INITIALS BEFORE BEING SUBMITTED FOR REVIEW. THE CONTRACTOR SHALL CHECK ALL SHOP DRAWINGS FOR COMPLIANCE WITH THE CONTRACT DOCUMENTS AND HIS APPROVAL STAMP SHALL BE PLACED ON EACH SHOP DRAWING INDICATING SUCH BEFORE BEING SUBMITTED FOR REVIEW.

4. IF THE FABRICATOR HAS BEEN AUTHORIZED TO USE THE ARCHITECT AND ENGINEER'S DRAWINGS AS ERECTION DRAWINGS, THE FABRICATOR MUST REMOVE ALL TITLE BLOCKS, PROFESSIONAL SEALS AND ANY OTHER REFERENCES TO THE ARCHITECT AND ENGINEER FROM THEIR DRAWINGS. THE FABRICATOR'S NAME AND TITLE SHALL BE PLACED ON THE ERECTION DRAWINGS. THE CONTRACTOR/FABRICATOR MUST OBTAIN WRITTEN PERMISSION FROM THE ARCHITECT AND STRUCTURAL ENGINEER AND SIGN A WAIVER PRIOR TO USING THE ENGINEER'S DRAWINGS.
5. SHOP DRAWINGS AND FABRICATION OF MATERIALS SHALL CONFORM TO THE MOST CURRENT DRAWINGS AND SPECIFICATIONS.
6. ANY WORK DONE PRIOR TO RECEIPT OF OWNER APPROVED SHOP DRAWINGS IS AT THE CONTRACTOR'S RISK AND SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE.

7. ANY CHANGES TO THE SHOP DRAWINGS SINCE THE PREVIOUS SUBMITTAL MUST BE CIRCLED AND NOTED AS A REVISION. SHOP DRAWINGS WILL BE RETURNED UNREVIEWED IF REVISIONS ARE NOT CIRCLED.
- L. INSPECTIONS AND TESTING

1. INSPECTIONS AND TESTING ARE TO BE PROVIDED IN ADDITION TO THE INSPECTIONS CONDUCTED BY THE DEPARTMENT OF BUILDING SAFETY AND SHALL NOT BE CONSTRUED TO RELIEVE THE OWNER OR HIS AUTHORIZED AGENT FROM REQUESTING THE PERIODIC AND CALLED INSPECTIONS REQUIRED BY THE BUILDING CODE. ALL INSPECTIONS AND TESTING SHALL BE PAID BY THE OWNER. THE SCHEDULE OF ALL INSPECTIONS SHALL BE SUBMITTED TO THE ARCHITECT AND STRUCTURAL ENGINEER PRIOR TO CONSTRUCTION.
2. THE FOLLOWING ITEMS WILL REQUIRE INSPECTION AND TESTING IN ACCORDANCE WITH THE BUILDING CODE AND PROJECT SPECIFICATIONS.

- a. SOILS COMPLIANCE PRIOR TO FOUNDATION INSPECTION (COMPACTING FILL, SPECIAL GRADING).
- b. STRUCTURAL CONCRETE OVER 2,500 PSI

3. INSPECTION AGENCY SHALL MEET THE QUALIFICATIONS AS STATED IN THE BUILDING CODE AND SHALL PERFORM THE DUTIES AND RESPONSIBILITIES AS OUTLINED IN THE BUILDING CODE.

4. SUBMIT NAMES OF INDIVIDUALS AND FIRMS TO ARCHITECT FOR APPROVAL.

5. INSPECTION AGENCY SHALL FURNISH RECORDS OF INSPECTIONS TO THE ARCHITECT, STRUCTURAL ENGINEER AND BUILDING OFFICIAL WITHIN 24 HOURS OF EACH INSPECTION. REPORTS SHALL INDICATE THAT THE WORK INSPECTED WAS IN CONFORMANCE TO APPROVED CONSTRUCTION DOCUMENTS.

U. APPROVED CONSTRUCTION

1. BUILDING OCCUPANCY SHALL BE PERMITTED ON THE CONDITION THAT ALL STRUCTURAL INSPECTION REPORTS HAVE BEEN APPROVED BY THE ENGINEER OF RECORD.

SPECIAL INSPECTIONS

1. SPECIAL INSPECTIONS ARE TO BE PROVIDED IN ADDITION TO THE INSPECTIONS CONDUCTED BY THE DEPARTMENT OF BUILDING SAFETY AND SHALL NOT BE CONSTRUED TO RELIEVE THE OWNER OR HIS AUTHORIZED AGENT FROM REQUESTING THE PERIODIC AND CALLED INSPECTIONS REQUIRED BY THE BUILDING CODE. SPECIAL INSPECTION SHALL BE PAID BY THE OWNER.

REQUIRED SPECIAL INSPECTIONS

1. IN ADDITION TO THE REGULAR INSPECTIONS, THE FOLLOWING ITEMS WILL ALSO REQUIRE SPECIAL INSPECTION IN ACCORDANCE WITH THE BUILDING CODE:
- a. SPECIAL CASES AS DEEMED NECESSARY BY THE BUILDING OFFICIAL, IN COMPLIANCE WITH OBC SECTION 1705.1.1.
- b. CONCRETE CONSTRUCTION AS REQUIRED BY OBC SECTION 1705.3 AND TABLE 1705.3, EXCEPT AS ALLOWED IN OBC SECTION 1705.3.
- c. SOILS AS REQUIRED BY OBC SECTION 1705.6 AND TABLE 1705.6, EXCEPT AS ALLOWED IN OBC SECTION 1705.6.

- d. CAST-IN-PLACE DEEP FOUNDATIONS AS REQUIRED BY OBC SECTION 1705.8 AND TABLE 1705.8, EXCEPT AS ALLOWED IN OBC SECTION 1705.8.
- e. FABRICATED ITEMS AS REQUIRED BY OBC SECTIONS 1704.2.5 AND 1705.10, WHERE FABRICATION OF STRUCTURAL LOAD-BEARING OR LATERAL LOAD-RESISTING MEMBERS OR ASSEMBLIES IS BEING CONDUCTED ON THE PREMISES OF A FABRICATOR'S SHOP. SPECIAL INSPECTIONS OF THE FABRICATED ITEMS SHALL BE PERFORMED DURING FABRICATION.

- EXCEPTIONS: 1. SPECIAL INSPECTIONS DURING FABRICATION ARE NOT REQUIRED WHERE THE FABRICATOR MAINTAINS APPROVED DETAILED FABRICATION AND QUALITY CONTROL PROCEDURES THAT PROVIDE A BASIS FOR CONTROL OF THE WORKMANSHIP AND THE FABRICATOR'S ABILITY TO CONFORM TO APPROVED CONSTRUCTION DOCUMENTS AND THE BUILDING CODE. APPROVAL SHALL BE BASED UPON REVIEW OF FABRICATION AND QUALITY CONTROL PROCEDURES AND PERIODIC INSPECTION OF FABRICATION PRACTICES BY THE BUILDING OFFICIAL OR THIRD PARTY INSPECTOR.

2. SPECIAL INSPECTIONS ARE NOT REQUIRED WHERE THE FABRICATOR IS REGISTERED AND APPROVED IN ACCORDANCE WITH IBC SECTION 1704.2.5.1 AND NOTE a.o.
- a.o. FABRICATOR APPROVAL SPECIAL INSPECTIONS DURING FABRICATION ARE NOT REQUIRED WHERE THE WORK IS DONE ON THE PREMISES OF A FABRICATOR REGISTERED AND APPROVED TO PERFORM SUCH WORK WITHOUT SPECIAL INSPECTION. APPROVAL SHALL BE BASED UPON REVIEW OF THE FABRICATOR'S WRITTEN PROCEDURAL AND QUALITY CONTROL MANUALS AND PERIODIC AUDITING OF FABRICATION PRACTICES BY A BOARD RECOGNIZED INDUSTRIAL TRADE ASSOCIATION CERTIFICATION PROGRAM OR A BOARD RECOGNIZED FABRICATOR INSPECTION AGENCY. SUCH FABRICATOR INSPECTION AGENCY SHALL BE RECOGNIZED BY THE BOARD IN ACCORDANCE WITH RULE 4101:7-6-01 OF THE ADMINISTRATIVE CODE. AT COMPLETION OF FABRICATION, THE APPROVED FABRICATOR SHALL SUBMIT A CERTIFICATE OF COMPLIANCE TO THE OWNER OR THE OWNER'S AUTHORIZED AGENT FOR SUBMITTAL TO THE BUILDING OFFICIAL AS SPECIFIED IN OBC SECTION 1704.2.5.1. STATING THAT THE WORK WAS PERFORMED IN ACCORDANCE WITH THE APPROVED CONSTRUCTION DOCUMENTS.

- f. SPECIAL INSPECTIONS FOR WIND RESISTANCE SPECIFIED IN OBC SECTIONS 1705.11.1 THROUGH 1705.11.3, UNLESS EXEMPTED BY THE EXCEPTIONS TO OBC SECTIONS 1704.2 AND 1705.11.1 THROUGH 1705.11.3, ARE REQUIRED FOR BUILDINGS AND STRUCTURES CONSTRUCTED IN THE FOLLOWING AREAS:
- a.o. IN WIND EXPOSURE CATEGORY B, WHERE  $V_{ult}$  IS DETERMINED IN ACCORDANCE WITH OBC SECTION 1608.3.1 IS 120 MILES PER HOUR OR GREATER.
- a.b. IN WIND EXPOSURE CATEGORY C OR D, WHERE  $V_{ult}$  IS DETERMINED IN ACCORDANCE WITH OBC SECTION 1608.3.1 IS 100 MILES PER HOUR OR GREATER.

- p. SPECIAL INSPECTIONS FOR SEISMIC RESISTANCE SHALL BE REQUIRED AS SPECIFIED IN OBC SECTIONS 1705.12.1 THROUGH 1705.12.9, UNLESS EXEMPTED BY THE EXCEPTIONS OF OBC SECTIONS 1704.2 AND 1705.12.1 THROUGH 1705.12.9.
2. SPECIAL INSPECTOR SHALL MEET THE QUALIFICATIONS AS STATED IN OBC SECTION 1704.2.1 AND SHALL PERFORM THE DUTIES AND RESPONSIBILITIES AS OUTLINED IN THE BUILDING CODE.

3. SPECIAL INSPECTION SHALL MEET THE REQUIREMENTS OF OBC SECTION 1704. SPECIAL INSPECTOR(S) SHALL BE HIRED BY THE OWNER TO PERFORM THE REQUIRED SPECIAL INSPECTIONS. THE NAMES OF PERSONS OR FIRMS WHO ARE TO PERFORM THE SPECIAL INSPECTIONS SHALL BE FORWARDED TO THE BUILDING OFFICIAL FOR APPROVAL. THE SPECIAL INSPECTOR(S) SHALL COMPLETE AND SUBMIT ALL FORMS REQUIRED BY THE BUILDING DEPARTMENT HAVING JURISDICTION.

4. THE SPECIAL INSPECTOR(S) SHALL:

- a. OBSERVE THE WORK ASSIGNED FOR CONFORMANCE TO THE APPROVED DRAWING AND SPECIFICATIONS.
- b. FURNISH INSPECTION REPORTS TO THE ENGINEER OF RECORD AND BUILDING DEPARTMENT. DISCREPANCIES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE CONTRACTOR FOR CORRECTION, THEN IF NOT CORRECTED, TO THE ENGINEER AND THE BUILDING DEPARTMENT.
- c. SUBMIT TO THE ENGINEER OF RECORD AND THE BUILDING DEPARTMENT A SIGNED FINAL REPORT STATING THAT THE WORK WAS IN CONFORMANCE WITH THE APPROVED DRAWINGS AND SPECIFICATIONS AND THE APPLICABLE WORKMANSHIP PROVISIONS OF THE OBC.

5. SPECIAL INSPECTION NOTES:

- a. CONTINUOUS SPECIAL INSPECTION IS ALWAYS REQUIRED DURING THE PERFORMANCE OF THE WORK UNLESS SPECIFICALLY NOTED BELOW.
- b. WHERE FABRICATION OF STRUCTURAL LOAD-BEARING MEMBERS AND ASSEMBLIES IS BEING PERFORMED ON THE PREMISES OF A FABRICATOR'S SHOP, CONTINUOUS SPECIAL INSPECTION IS REQUIRED DURING THE PERFORMANCE OF THE WORK EXCEPT AS ALLOWED IN OBC SECTION 1704.2.5 AND UNLESS SPECIFICALLY NOTED BELOW.

- c. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE THE SPECIAL INSPECTOR(S) WITH ADVANCE NOTICE, NO LESS THAN ONE WORKING DAY, OF THE INITIATION OF ANY WORK REQUIRED TO HAVE SPECIAL INSPECTIONS. ALL WORK PERFORMED WITHOUT REQUIRED SPECIAL INSPECTION WILL BE SUBJECT TO REMOVAL.

TABLE 1705.3  
REQUIRED VERIFICATION AND INSPECTION OF CONCRETE CONSTRUCTION

APPLICABLE TO PROJECT	TYPE	CONTINUOUS SPECIAL INSPECTION	PERIODIC SPECIAL INSPECTION	REFERENCED STANDARDS <sup>a</sup>	OBC REFERENCE
X	1. INSPECTION OF REINFORCEMENT, INCLUDING PRESTRESSING TENDONS, AND PLACEMENT.	---	X	ACI 318 CH. 20, 25.2, 25.3, 26.6.1-26.6.3	1908.4
---	2. REINFORCING BAR WELDING: a. VERIFY WELDABILITY OF REINFORCING BARS OTHER THAN ASTM A706; b. INSPECT SINGLE-PASS FILLET WELDS, MAXIMUM 3/16"; AND c. INSPECT ALL OTHER WELDS.	---	X	AWS D1.4 ACI 318: 26.6.4	---
X	3. INSPECTION OF ANCHORS CAST IN CONCRETE.	---	X	ACI 318: 17.8.2	---
X	4. INSPECT ANCHORS POST-INSTALLED IN HARDENED CONCRETE MEMBERS: <sup>b</sup> a. ADHESIVE ANCHORS INSTALLED IN HORIZONTALLY OR UPWARDLY INCLINED ORIENTATIONS TO RESIST SUSTAINED TENSION LOADS. b. MECHANICAL ANCHORS AND ADHESIVE ANCHORS NOT DEFINED IN 4.a.	X	---	ACI 318: 17.8.2.4	---
X	5. VERIFY USE OF REQUIRED DESIGN MIX.	---	X	ACI 318: CH. 19, 26.4.3, 26.4.4	1904.1, 1904.2, 1908.2, 1908.3
X	6. PRIOR TO CONCRETE PLACEMENT, FABRICATE SPECIMENS FOR STRENGTH TESTS, PERFORM SLUMP AND AIR CONTENT TESTS, AND DETERMINE THE TEMPERATURE OF THE CONCRETE.	X	---	ASTM C172 ASTM C31 ACI 318: 26.4.2, 26.12	1908.10
X	7. INSPECT CONCRETE AND SHOTCRETE PLACEMENT FOR PROPER APPLICATION TECHNIQUES.	X	---	ACI 318: 26.5	1908.6, 1908.7, 1908.8
X	8. VERIFY MAINTENANCE OF SPECIFIED CURING TEMPERATURE AND TECHNIQUES.	---	X	ACI 318: 26.5.3-26.5.5	1908.9
---	9. INSPECT PRESTRESSED CONCRETE FOR: a. APPLICATION OF PRESTRESSING FORCES; AND b. GROUTING OF BONDED PRESTRESSING TENDONS.	X	---	ACI 318: 26.10	---
---	10. INSPECT ERECTION OF PRECAST CONCRETE MEMBERS.	---	X	ACI 318: CH. 26.9	---
---	11. VERIFY IN-SITU CONCRETE STRENGTH, PRIOR TO STRENGTHENING OF TENDONS IN POST-TENSIONED CONCRETE AND PRIOR TO REMOVAL OF SHORES AND FORMS FROM BEAMS AND STRUCTURAL SLABS.	---	X	ACI 318: 26.10.2	---
X	12. INSPECT FORMWORK FOR SHAPE, LOCATION AND DIMENSIONS OF THE CONCRETE MEMBER BEING FORMED.	---	X	ACI 318: 26.11.1.2(b)	---

a. WHERE APPLICABLE, SEE ALSO SECTION 1705.12, SPECIAL INSPECTIONS FOR SEISMIC RESISTANCE.

b. SPECIFIC REQUIREMENTS FOR SPECIAL INSPECTION SHALL BE INCLUDED IN THE RESEARCH REPORT FOR THE ANCHOR ISSUED BY AN APPROVED SOURCE IN ACCORDANCE WITH 17.8.2 IN ACI 318, OR OTHER QUALIFICATION PROCEDURES. WHERE SPECIFIC REQUIREMENTS ARE NOT PROVIDED, SPECIAL INSPECTION REQUIREMENTS SHALL BE SPECIFIED BY THE REGISTERED DESIGN PROFESSIONAL AND SHALL BE APPROVED BY THE BUILDING OFFICIAL PRIOR TO THE COMMENCEMENT OF THE WORK.

TABLE 1705.6  
REQUIRED SPECIAL INSPECTIONS AND TESTS OF SOILS

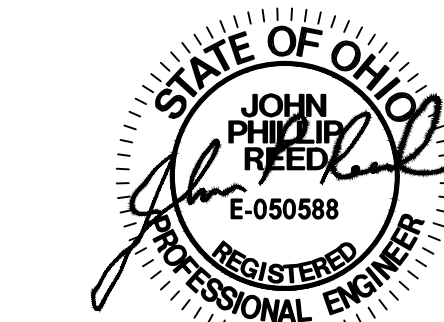
APPLICABLE TO PROJECT	TYPE	CONTINUOUS SPECIAL INSPECTION	PERIODIC SPECIAL INSPECTION
X	1. VERIFY MATERIALS BELOW SHALLOW FOUNDATIONS ARE ADEQUATE TO ACHIEVE THE DESIGN BEARING CAPACITY.	---	X
X	2. VERIFY EXCAVATIONS ARE EXTENDED TO PROPER DEPTH AND HAVE REACHED PROPER MATERIAL.	---	X
X	3. PERFORM CLASSIFICATION AND TESTING OF COMPACTED FILL MATERIALS.	---	X
X	4. VERIFY USE OF PROPER MATERIALS, DENSITIES AND LIFT THICKNESS DURING PLACEMENT AND COMPACTION OF COMPACTED FILL.	X	---
X	5. PRIOR TO PLACEMENT OF COMPACTED FILL, INSPECT SUBGRADE AND VERIFY THAT SITE HAS BEEN PREPARED PROPERLY.	---	X

TABLE 1705.8  
REQUIRED SPECIAL INSPECTIONS AND TESTS OF CAST-IN-PLACE DEEP FOUNDATION ELEMENTS

APPLICABLE TO PROJECT	TYPE	CONTINUOUS SPECIAL INSPECTION	PERIODIC SPECIAL INSPECTION
X	1. INSPECT DRILLING OPERATIONS AND MAINTAIN COMPLETE AND ACCURATE RECORDS FOR EACH ELEMENT.	X	---
X	2. VERIFY PLACEMENT LOCATIONS AND PLUMBNESS, CONFIRM ELEMENT DIAMETERS, BELL DIAMETERS (IF APPLICABLE), LENGTHS, EMBEDMENT INTO BEDROCK (IF APPLICABLE) AND ADEQUATE END-BEARING STRATA CAPACITY. RECORD CONCRETE OR GROUT VOLUMES.	X	---
X	3. FOR CONCRETE ELEMENTS, PERFORM TESTS AND ADDITIONAL SPECIAL INSPECTIONS IN ACCORDANCE WITH SECTION 1705.3.	---	---



3135 Euclid Ave.  
Cleveland, OH 44115  
216-391-3700 | karpinskieng.com



CONSULTANTS



PROJECT NAME

CLIENT NAME




1	100% OWNER'S REVIEW	09/09/22
REV. NO.	DESCRIPTION	DATE

PROJECT NO: 2022-0109

DRAWN BY: AK

APPROVED BY: JPR

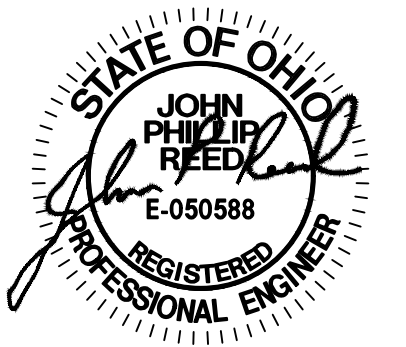
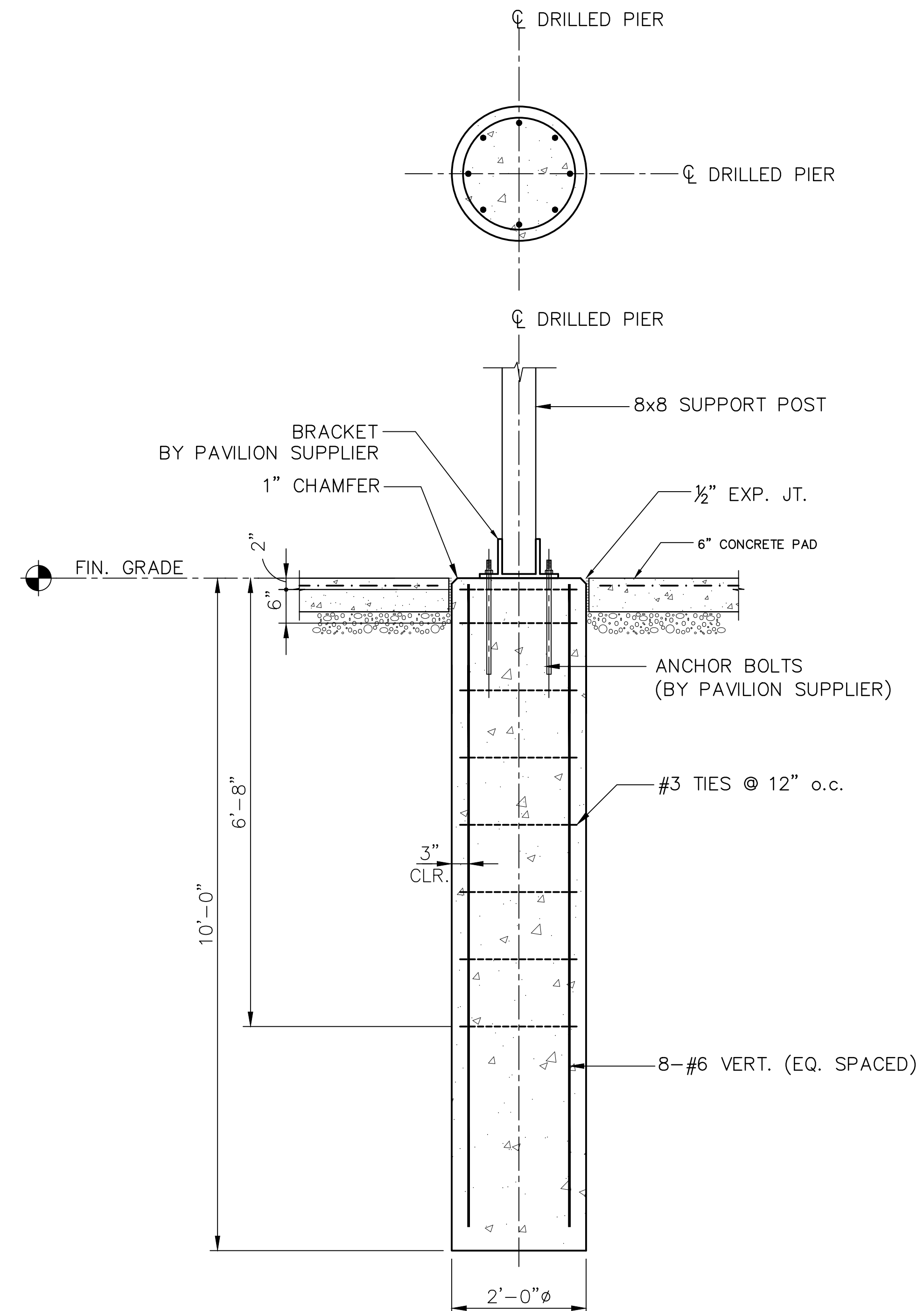
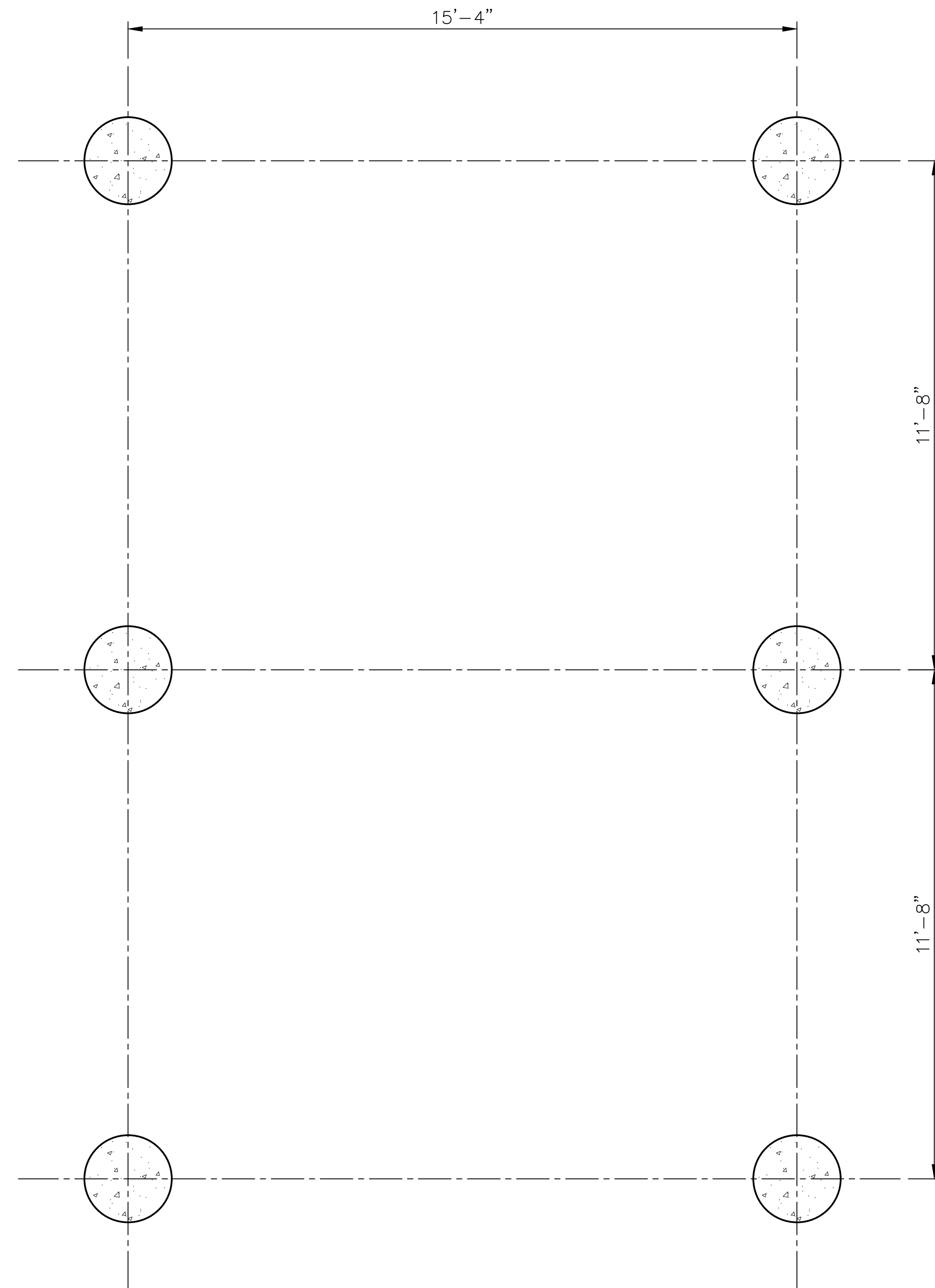
DATE: 09/09/2022

SCALE:

SHEET TITLE

STRUCTURAL NOTES &  
SPECIAL INSPECTIONS





CONSULTANTS



PROJECT NAME

CLIENT NAME



1	100% OWNER'S REVIEW	09/09/22
REV. NO.	DESCRIPTION	DATE

PROJECT NO: 2022-0109  
DRAWN BY: AK  
APPROVED BY: JPR  
DATE: 09/09/2022

SCALE:

SHEET TITLE  
**PLANS & DETAILS**

SHEET NUMBER

# S1.01

## ARTICLES OF DEDICATION

### KENT BOG SOUTH BASIN COMPONENT OF COOPERRIDER, TOM S. - KENT BOG STATE NATURE PRESERVE

Portage Park District (Grantor), in accordance with the Ohio Revised Code Section 1517.05 does hereby dedicate as a state nature preserve to the Ohio Department of Natural Resources for and on behalf of the State of Ohio, for public benefit, the following described premises, situated in the Township of Brimfield, County of Portage, and State of Ohio, and further described as follows:

Situated in Lot 15, Brimfield Township, Portage County, Ohio. Being a part of Volume 912 at Page 197, Parcel 2 and part of File Number 200519962 and 200519963 of the Deed records and the File Records of the Portage County Recorder's Office. Being a part of Parcel Number 04-015-00-00-012-00 and 04-015-00-00-002-000 and being more fully described as follows. Beginning at the Northeast Corner of Lot 15 at an Iron Pin called for in survey P-8427. Said called for Iron Pin is the Principal Place of Beginning for this Description. Thence with the east line of Lot 15, S 00°- 00'- 54" E – 1386.00 feet to a point. Thence with a new division line of Volume 912 at Page 197, S 72°- 45'- 22" W – 314.92 feet to a point. Thence with another division line of Volume 912 at Page 197, S 01°- 55'- 13" W – 940.45 feet to a point. Thence with another division line of Volume 912 at Page 197, N 85°- 59'- 36" W – 713.20 feet to a point. Thence with another division line of Volume 912 at Page 197, N 57°- 36'- 53" W – 380.31 to a point on the west line of Volume 912 at Page 197. Thence with the west line of Volume 912 at Page 197, N 00°- 00'- 30" E – 424.70 feet to a point. Thence leaving said west line and with a division line of File Numbers 200519962 and 200519963, N 68°- 39'- 19" W – 567.24 feet to a point. Thence with 5 more division lines of File Numbers 200519962 and 200519963: N 00°- 05'- 43" W – 257.87 feet to a point (L1) N 08°- 47'- 54" E – 149.93 feet to a point (L2) N 54°- 23'- 16" E – 264.00 feet to a point (L3) N 78°- 15'- 07" E – 129.02 feet to a point (L4) S 89°- 59'- 30" E – 165.00 feet to a point on the west line of Volume 912 at Page 197.

Thence with the west line of Volume 912 at Page 197, Parcel 2, N 00°- 00'- 30" E – 951.36 feet to an Iron Pin called for in survey P-8427 on the north line of Lot 15. Thence with the north line of Lot 15, S 89°- 53'- 00" E – 1364.22 feet to an Iron Pin called for in Survey P-8427 at the northeast corner of Lot 15. Said Iron Pin called for in Survey P-8427 at the northeast corner of Lot 15 is the Principal Place of Beginning for this Description. Said survey contains 7.68 Acres in Parcel Number 04-015-00-00-002-000 and 67.16 Acres in Parcel Number 04-015-00-00-012-000 for a Total of **74.86 Acres**, More or Less. See **Exhibit A** for survey plat.

**TOTAL ACRES BEING DEDICATED: 74.86 ACRES, MORE OR LESS.**

As an interpretive nature preserve, the preserve shall be known as the "Kent Bog South Basin Component of Cooperrider, Tom S. – Kent Bog State Nature Preserve."

The aforementioned property is dedicated pursuant to Ohio Revised Code Section 1517.05 to be preserved as an "acidic peat bog." The use of the aforementioned property is restricted and the Grantor covenants that it shall be preserved and managed by the Grantor in such a manner as to accommodate private and public visitation in accordance with a management plan developed by Grantor. The Ohio Department of Natural Resources and other public and private entities may provide technical assistance in the creation, implementation, and amendment of the management plan, upon the request of Grantor. Both

the Grantor and the Ohio Department of Natural Resources understand the management plan can be unilaterally amended by Grantor to reflect changes in management strategies, without affecting these Articles of Dedication. A copy of the management plan shall be provided to the Chief of the Division of Natural Areas and Preserves.

Furthermore, no facilities or improvements shall be permitted within the preserve unless the Director of the Ohio Department of Natural Resources or the Director's designee deems that such facilities or improvements are necessary for visitation, use, restoration, and protection and that they do not significantly impair the natural character of the preserve.

The Grantor shall assume all financial and legal obligations as custodian of said preserve and may provide facilities, nature interpretive programs, and information for visitation of the preserve.

Public access is hereby granted but is subject to all statutes, rules and regulations of the State of Ohio, the Portage Park District and those adopted by the Director of the Ohio Department of Natural Resources or the Director's designee, including but not limited to those rules pertaining to classification of the area as an interpretive nature preserve.

Grantor has determined that white-tailed deer (*Odocoileus virginicus*) pose a significant threat to the ecological or aesthetic condition of the preserve, specifically the rare plants and plant communities found thereon, and therefore, Grantee reserves the right to allow wildlife management activities in the preserve for the express purpose of maintaining, controlling or otherwise managing said species. If Grantor determines, in its sole opinion, that additional species pose a significant threat to the ecological or aesthetic condition of the preserve such that additional wildlife management activities are required, then Grantor shall notify the Director of the Ohio Department of Natural Resources or the Director's designee before engaging in additional wildlife management activities and provide the criteria it used to determine the nuisance status of a given game species. All wildlife management activities and controlled hunts shall be subject to all applicable laws and regulations of the Division of Wildlife.

The Ohio Department of Natural Resources may make or accept amendments to any of these articles upon terms and conditions that will not destroy the natural or aesthetic conditions of the preserve.

The interest herein granted may be extinguished only as provided in Ohio Revised Code Sections 1517.06 and 1517.07.

IN TESTIMONY WHEREOF, I HAVE HERETO SET MY HAND, THIS \_\_\_\_\_ DAY OF  
\_\_\_\_\_, IN THE YEAR OF TWO THOUSAND AND TWENTY-TWO.

SIGNED AND ACKNOWLEDGED IN THE PRESENCE OF:

**PORTAGE PARK DISTRICT**

\_\_\_\_\_  
Christine Craycroft, Executive Director

STATE OF OHIO,  
Portage County, ss.

Before me, a Notary Public, in and for said county and state, personally appeared the above-named Christine Craycroft, who acknowledged that she did sign the foregoing instrument and that same is her free act and deed. In testimony whereof, I hereunto set my hand and official seal at \_\_\_\_\_, Ohio, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires on \_\_\_\_\_

**A C C E P T A N C E**

Accepting the dedication of this property as an interpretive nature preserve under Section 1517.05 of the Revised Code for the benefit for the people of the State of Ohio, I do hereby affix by signature.

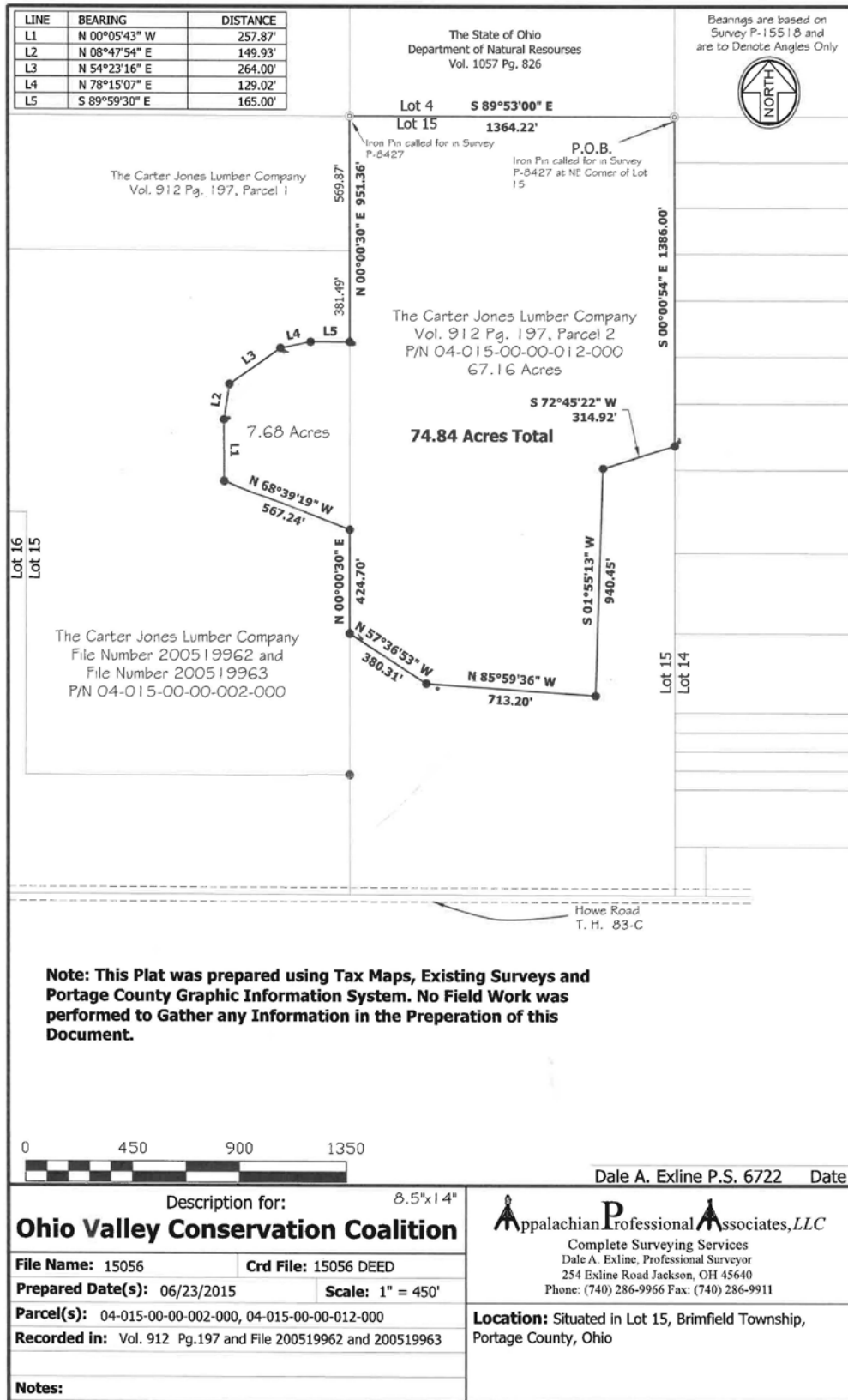
\_\_\_\_\_  
Date

\_\_\_\_\_  
MARY MERTZ, DIRECTOR  
OHIO DEPARTMENT OF NATURAL RESOURCES

This instrument was prepared by the Office of Ohio Attorney General Dave Yost.

**EXHIBIT A**  
**SURVEY PLAT**

Articles Of Dedication Between ODNR  
And Portage Park District  
Legal Contract #2022-1136



RESOLUTION #2022 - 36

**Re: Authorization to bid the Dix Park Trailhead and Picnic Area Construction**

**WHEREAS** The Portage Park District owns and operates Dix Park in Ravenna Township, and

**WHEREAS** The park does not have a picnic area or event gathering place for groups, and

**WHEREAS** Karpinski Engineering was hired to develop construction plans, specifications and engineer's estimates of probable cost for improvements to the trailhead, trail and picnic shelter pad for increased accessibility, and

**WHEREAS** The engineer's estimate of probable cost of construction including 10% contingency for the construction alternates are:

Base Bid:	Limestone surface trail; concrete shelter pad:	\$149,840
Alternate 1:	Chip and seal trail; concrete shelter pad:	\$156,748

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

**RESOLVED** by the Board of Commissioners of the Portage Park District that the Executive Director is hereby authorized to advertise for bids for the construction of the Dix Park Trailhead and Picnic Area as shown in the attached bid plans, with the construction costs estimates as follows

for the base bid: \$149,840; Alternate 1: \$156,748

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

Allan Orashan yes Tom Hrdy yes Charles Engelhart yes Kurt Ruehr absent

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on  
September 26, 2022

  
Christine Craycroft Executive Director



# RESOLUTION # 2022-37

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

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

General Operating Fund #8600		
Description	Payee	Amount
Unit 30 Payroll/Personal Services	Portage County Auditor/Payroll	\$ 66,236.67
Unit 40 Contract Services		\$ 22,439.65
Contract Services: LEADS, Volgistics volunteer database, BIB background Investigations, Adobe, FB ads; Record Courier subscription, map production; graphic design services; postage	Ohio State Highway Patrol (Leads), US Bank, Konica Minolta: Fashbaugh; PCRPC	\$ 1,720.05
Training and Membership: LPC Bob Lange; Wildlife Society dues	US Bank; Leadership Portage County	\$ 2,271.00
Utilities: Natural gas at 2 locations, electric at 6 locations, Internet at Ops Center, staff phones & devices.	Dominion Energy Ohio, Ohio Edison, US Bank	\$ 1,820.17
Advertising-Marketing: legal ads; Meta (Facebook)	US Bank	\$ 1,209.99
Maintenance & Repairs: Dam inspection fees; septic pumping; waste hauling; tree removal; Argo repairs; turpike fees	US Bank; Speelman Electric	\$ 2,844.00
Leases: Copier lease contract for Office copier.	Konica Minolta	\$ 314.73
Auditor-Treasurer Fees:	Auditor/Treasurer	\$ 11,335.18
DRETAC: share of fees to enforce property tax payment	Auditor/Treasurer	924.53
Unit 50 Materials & Supplies		\$ 8,754.71
Admin. Materials & Supplies: paper, office supplies; map printing	US Bank	\$ 460.10
Maintenance Materials & Supplies: misc. hardware, TP, signs; aggregate; tools	US Bank	\$ 325.64
Fuel: Gasoline and diesel	City of Ravenna	\$ 2,019.96
Natural Areas Materials & Supplies: Wood chips	US Bank	\$ 863.80
Equipment less than \$5,000.00: Drone and related equipment; sprayer trailer	US Bank	\$ 5,085.21
Unit 60 Capital		\$ 32,561.50
Land Acquisition	Ohio Real Title; West Creek Conservancy: Bird Bog	\$ -
Construction: Dix Park Shelter	Hartville Barn Boys	\$ 23,537.50
Engineering/Architecture Projects: Dix Park	Karplinski Engineering	\$ 5,950.00
Engineering/ Trail Lake Picnic Area	Karplinski Engineering	\$ 3,000.00
Engineering/Architecture Projects: Season's Road Fen	Hammontree Engineering	\$ 74.00
Unit 90 General Admin		\$ 4,806.68
Property taxes and stormwater assessments	PC Treasurer	\$ 4,806.68
<b>GENERAL FUND</b>	<b>GRAND TOTAL ALL UNITS 30 THROUGH 90</b>	<b>\$ 134,799.21</b>

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

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

Allan Orashan yes Tom Hrdy yes Charles Engelhart yes Kurt Ruehr absent

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on September 26, 2022

Christine Craycroft  
Christine Craycroft, Executive Director

# RESOLUTION 2022-38

Re: Portage Park District 2023 Tax Levy Certification Authorization

WHEREAS: By the Board of Commissioners of the Portage Park District, Portage County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1<sup>st</sup>, 2023; and

WHEREAS: The Budget Commission of Portage County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of the tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation, and

WHEREAS: The estimated inside 10 mill limit revenue is \$0.00 and estimated outside 10 Mill Limit tax revenue for the year 2023 is \$1,791,023, therefore be it

RESOLVED: By the Board of Commissioners of the Portage Park District, Portage County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, are hereby accepted, and that there be, and is hereby levied on the tax duplicate of said District, the rate of each tax necessary to be levied within and without the ten mill limitation as follows in Schedules A & B. The Executive Director is hereby directed to submit a copy of this resolution to the Portage County Auditor

## Schedule A: Summary of Accounts Required from General Property Tax Approved by Budget Commission:

FUND	Auditor's Estimated Tax Rates			
	Amount Approved by Budget Commission Inside 10 Mill Limit	Amount to be Derived from Levies Outside 10 Mill Limit	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 Mill Limit	Outside 10-Mill Limit
General Fund	0	\$1,791,023	0	0.50 Mills

## Schedule B: Levies Outside 10 Mill Limitation

Levy Purpose	Date of Vote & Duration of Levy	Maximum Rate Authorized to be Levied	County Auditor's Estimate of Yield of Levy
Operations and improvements to Park District	5/6/2014 10 years	0.50 Mills	\$1,791,023

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

Thomas Hrdy yes

Kurt Ruehr absent

Allan Orashan yes

Charles Engelhart yes

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on September 26, 2022

Christine Craycroft  
Christine Craycroft, Executive Director

RESOLUTION #2022 - 39

Re: Award bid for purchase of Camp Spelman property

- WHEREAS** The Portage Park District owns property known as Camp Spelman in Franklin Township, Portage County, and
- WHEREAS** The Park District has advertised for bids for the purchase of the property, as-is and in anticipation of a conservation easement being placed on the entire property, for reasons cited in its RESOLUTION 2022-18, adopted at its meeting on May 23, 2022, and
- WHEREAS** The information for bidders was advertised and posted on the Portage Park District website, and potential bidders were offered opportunities to tour the property and ask questions which were publicly addressed, and
- WHEREAS** The Portage County Probate Court has approved the sale of the property per ORC 1545.12, and
- WHEREAS** One bid was received at the public bid opening from "Lake Spelman Preservation Society, LLC" for \$600, with an additional offer to open the property occasionally for education programs, and
- WHEREAS** The bidding instructions included a stipulation that in addition to the bid, a "buyer's premium of 10% of the bid plus \$7,500 to cover conservation easement fees will be included in the sale price, NOW, THEREFORE BE IT
- RESOLVED** by the Board of Commissioners of the Portage Park District that
1. The bid for \$600.00 from Lake Spelman Preservation Society, LLC, is acceptable with the final purchase price being \$8,160.00
  2. The Executive Director is hereby authorized to negotiate terms and enter into a purchase and sale agreement on behalf of the Park District with the Lake Spelman Preservation Society LLC for the sale and transfer of Camp Spelman.

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

Allan Orashan yes Tom Hrdy yes Charles Engelhart yes Kurt Ruehr absent

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on  
September 26, 2022

Christine Craycroft  
Christine Craycroft, Executive Director

RESOLUTION #2022-40

**Re: Authorize deconstruction and demolition of residential structures at Towner's Woods**

**WHEREAS** The Portage Park District owns a former residence at Towner's Woods in Franklin Township which includes a house and pole building structure, and

**WHEREAS** The Park District has engaged Peninsula Architects to assess the site and structures, and design options for a reservable shelter and picnic facilities, and

**WHEREAS** Structural investigations indicated significant rehabilitation would be required of existing structures to meet commercial building code and public accessibility requirements, which is not cost-effective relative to new construction, and

**WHEREAS** The residential structures are currently unoccupied, but are still connected to utilities, and

**WHEREAS** The Habitat for Humanity ReStore staff has committed to removing and repurposing materials and appliances for re-use, and an asbestos assessment report has been obtained,  
**NOW, THEREFORE BE IT**

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

1. The residential structures at 2241 Ravenna Road, Franklin Township are hereby declared surplus property and may be deconstructed and recycled in partnership with a non-profit organization or demolished and landfilled as staff determines is appropriate.
2. The Executive Director is authorized to seek proposals for demolition of the structures, including asbestos removal, utilities disconnection, septic and well closure.

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

Allan Orashan yes Tom Hrdy yes Charles Engelhart yes Kurt Ruehr absent

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on  
September 26, 2022

  
Christine Craycroft, Executive Director

RESOLUTION #2022 -41

**Re: Authorize Articles of Dedication for a portion of the Kent Bog Expansion Property**

**WHEREAS** The Portage Park District acquired approximately 215 acres of land in the City of Kent and Brimfield Township, adjacent to the Tom S. Cooperrider- Kent Bog State Nature Preserve, known currently as the Kent Bog Expansion property, and

**WHEREAS** Grants to purchase the property were received from the Clean Ohio Greenspace Conservation program and the Water Resources Restoration Sponsorship Program, both administered through the State of Ohio, and

**WHEREAS** Approximately 74.85 acres of the property is sphagnum bog, directly adjacent and ecologically and hydrologically connected to the State Nature Preserve, and

**WHEREAS** The State of Ohio Department of Natural Areas and Preserves has requested that the bog portion of the Park District property be dedicated as an interpretive nature preserve, to be known as the "Kent Bog South Basin Component of Tom S. Cooperrider, – Kent Bog State Nature Preserve.", and agrees to partner with the Park District on developing and implementing management plans for the preservation and public use of the property, and

**WHEREAS** The State of Ohio has provided draft Articles of Dedication for approval, **NOW, THEREFORE BE IT**

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

1. The portion of bog owned by the Portage Park District adjacent to the Tom S. Cooperrider-- Kent Bog State Nature Preserve is appropriate for designation as a State Nature Preserve.
2. The Executive Director is hereby authorized to sign the attached Articles of Dedication on behalf of the Portage Park District.

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

Allan Orashan yes Tom Hrdy yes Charles Engelhart yes Kurt Ruehr absent

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on  
September 26, 2022

  
Christine Craycroft, Executive Director