

Portage Park District
Board of Commissioners Regular Meeting
REMOTE MEETING
705 Oakwood St. Ste G-4
Ravenna, OH 44266
June 22, 2020 5:30 pm
Agenda



1. Roll Call
2. Public Comment
3. Approve minutes of the May 18, 2020 Regular Meeting
4. Presentation of Financial Statement: May, 2020 MTD and YTD Budget Report and Cash Balance Report
5. Executive Director Update
6. Other Information/Briefing Items/Policy Updates
 - a. 2021 Preliminary Tax Budget Hearing
 - b. Trail Lake Trailhead and Trails Bid Results
7. Old Business and approval of action items: None
8. New Business and approval of action items:
 - a. RESOLUTION: Approve May 2020 Expenditures
 - b. RESOLUTION: 2020 Budget Appropriations Amendment II
 - c. RESOLUTION: Authorize change orders Morgan Operations Center
 - d. RESOLUTION: Award Contract Trail Lake Trailhead and Trails
 - e. RESOLUTION: Adopt 2021 Estimated Tax Budget
 - f. RESOLUTION: Authorize conservation easement donation agreement with Western Reserve Land Conservancy for Eagle Creek Greenway
 - g. RESOLUTION: Authorize cash transfer to Eagle Creek Greenway Fund
9. Executive Session: For the purpose of discussing:
 - a. Real Estate Acquisition
 - b. Personnel hiring and compensation
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

To: Portage Park District Board of Commissioners
From: Christine Craycroft, Executive Director
Date: 6-17-2020
Re: Executive Director's Staff Update and Background Materials
PPD Board of Commissioners Regular Meeting
6-22-2020, 5:30 pm REMOTE MEETING



1. Administration:
 - a. 2021 Estimated Tax Budget: Posted the draft estimated tax budget for public review prior to public hearing on June 22.
 - b. Tinkers Creek Greenway II: Closing and transfer of the Nature Conservancy parcel revised to July 1.
 - c. Eagle Creek Greenway IA & IB: Coordinated with Western Reserve Land Conservancy on Conservation Easement donation, as committed in the grant application. WRLC charges a \$7,500 Stewardship Endowment fee for the easement. Actual easement document will be presented for approval later. Proposing the easement increased the Park District's grant score for the project.
 - d. Staffing: Program Coordinator Andrea Metzler had her 3-year anniversary June 19th, and continues to do an excellent job in promotions, communications, programming, assistance to Foundation and Cuyahoga River Water Trail.
2. Park Improvement Projects: Operations Manager Alderman is providing primary oversight of park improvement projects in progress, assisted by consulting engineers and architects.
 - a. Morgan Operations Center: Septic system has been installed, water connected. Lighting fixture replacement and final inspections pending.
 - b. Morgan Park Ferrara Addition: Closed out grant and requested final reimbursement from ODNR
 - c. Trail Lake:
 - i. Parking Lot: Asphalt paving expected the week of June 22. Project deadline extended to July 3. Park staff to install landscaping and bioswale plantings this fall.
 - ii. Trail Lake Trailhead and Trails: Engaged Peninsula Architects to review site design and trail location in relation to potential future shelter site, to avoid conflicts.
 - iii. Handicapped Accessible Kayak Launch: Portage Park District Foundation agreed to donate \$30,000 to fund the launch, dedicating the gift they had previously received from the late Helen Gregory.
 - iv. Finalized bid specifications, plans and construction cost estimate for Trailhead and Trails project.
3. Maintenance and Stewardship:
 - a. Stewardship staff involved in planning landscapes at Trail Lake, planting and maintaining trees and other native plantings at various park properties. Vegetative mapping and species inventories underway at all properties. New acquisition prospect investigation.
 - b. Routine park and equipment maintenance and cleaning. Received compliments from park users on the restrooms and parks. Mowing has started.
4. Public Engagement and Education:
 - a. Marketing/Engagement: Partnered with Park District Foundation on development of a series of park poster images for promotions and fundraising.

- b. Programming/Events: continued remote programming and promotions

5. Board action items background

- a. Meeting minutes of May 18, 2020: attached
- b. May MTD and YTD Budget and cash balance report approval: attached
- c. Approve Expenditures May, 2020: Resolution attached
- d. New Business:
 - i. RESOLUTION: Approve May 2020 Expenditures
 - ii. RESOLUTION: 2020 Budget Appropriations Amendment II: Due to clerical errors in the Appropriations Amendment passed on May 18, a revised appropriation is necessary.
 - iii. RESOLUTION: Authorize change orders Morgan Operations Center: Funding is available and has been appropriated in this budget line to cover these changes.
 - 1. CO #4 includes changes to doors and windows, shower stall, ceiling tile, support posts totaling -\$393.00
 - 2. CO#5 includes changes to the heating system and ductwork; additional door and coded locks, addition of wall hydrant totaling \$10,310.
 - iv. RESOLUTION: Award Contract Trail Lake Trailhead and Trails: Pending receipt of acceptable bid.
 - v. RESOLUTION: Adopt 2021 Estimated Tax Budget: Changes may be made to the draft estimated tax budget that was on review, as desired by the board. The draft budget has been available for public review since June 12, with requests for comments prior to 4:00 pm on June 22nd.
 - vi. RESOLUTION: Authorize conservation easement donation agreement with Western Reserve Land Conservancy for Eagle Creek Greenway: The conservation easement is required as was pledged in the grant application for the Clean Ohio funds. One conservation easement will cover both the ECG IA and ECG IB parcels. WRLC requires a \$7,500 stewardship fee per easement. The fee may or may not be allowable for reimbursement by Clean Ohio grant.
 - vii. RESOLUTION: Authorize cash transfer to Eagle Creek Greenway Fund: The Park District's local match for the Clean Ohio grants is \$325,000 which is budgeted to be transferred from the General Fund to Eagle Creek Fund. Expenditures for the land acquisition should come out of the Eagle Creek Fund. Up front expense include survey and environmental assessment.

**Portage Park District
Board of Commissioners Regular Meeting
705 Oakwood St. Suite G-4 Ravenna, OH
Meeting was conducted through Zoom video & live streamed on Youtube
May 18, 2020 5:30 pm
Minutes**



Vice President of the Board, Commissioner Hrdy called the meeting to order at 5:34 pm

1. Roll of the Board was called by Becker:
Present:
Board President Tom Hrdy
1st Vice President Commissioner Scott McKinney
2nd Vice President Commissioner Chuck Engelhart
Commissioner Allan Orashan
Executive Director Christine Craycroft
Operations Manager Craig Alderman
Natural Areas Steward Bob Lange
Public Outreach Coordinator Andrea Metzler
Education Program Coordinator Jennifer White
Administrative Assistant Rory Becker
2. Public Comment: None
3. Approve minutes of May 4, 2020 regular meeting: Upon a motion by McKinney, and second by Engelhart, the minutes of May 4, 2020 were approved. Commissioner Hrdy abstained. **Journal Entry 5.18.2020-13**
4. Presentation of Financial Statement: April MTD YTD Budget and Cash Balance Report: Upon a motion by Engelhart and second by McKinney, the board reviewed & approved the attached report. **Journal Entry 5.18.2020-14**
5. Executive Director Update: Commissioner Engelhart asked where the trail counters would be placed. Operations Manager Alderman responded that they would be placed at the following trailheads- Lake Rockwell, Towner's Woods Entrance and Headwaters Trail at Route 700. An in-person count will be completed soon as well. Director Craycroft recommended that the Headwaters Trail Phase VII project in Mantua be pushed to 2021, the Commissioners concurred. Commissioner Engelhart inquired about the value of the dock that may be donated for Trail Lake, Director Craycroft estimated it could be worth tens of thousands of dollars, depending on the size and design. Commissioner Engelhart inquired about necessary hours for a new Chief Ranger, Director Craycroft responded that the Park District may need up to 20 hours per week. Commissioner McKinney asked if there were any changes with COVID practices, Director Craycroft responded that the District had a request to host up to 60 campers at Camp Spelman in July, at this time the request was denied until such time that gathering restrictions are changed from 10 people per group. The Director's report was reviewed.

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6. Other Information/Briefing Items/Policy Updates:
 - a. Trail Lake Trails development plans and cost estimates: Commissioner Engelhart asked about the base materials for the trail and the bid alternates. Commissioner Hrdy asked about the difference in cost of the different trail materials. See attachments.
 - b. 2021 Preliminary Tax Budget: The tax budget was reviewed. The 2021 tax revenue estimate for 2021 will be the same amount as 2020, \$1,751,289.
7. Old Business and approval of action items:
 - a. Trail Lake Trailhead and Trails Bid Authorization: Upon a motion by Engelhart and second by Orashan, the Board unanimously approved the authorization to advertise a bid for the Trail Lake Trailhead and Trails Construction Project. See attached **RESOLUTION 2020-17**
8. New Business and approval of action items:
 - a. Approve April 2020 Expenditures: Upon a motion by Orashan and second by McKinney, the Board unanimously approved the April 2020 expenditures. See attached **RESOLUTION 2020-18, Then & Now Certificate 2020-03**
 - b. 2020 Appropriations Amendment: Upon a motion by Orashan and second by Engelhart, the Board unanimously approved Appropriations Amendment #1 for 2020. See attached **RESOLUTION 2020-19**
 - c. Authorize Clean Ohio grant agreements for ECG I & II acquisition projects: Upon a motion by Engelhart and second by McKinney, the Board unanimously approved authorization of grant agreements for the Eagle Creek Greenway Phase I & II projects. See attached **RESOLUTION 2020-20**
 - d. Create new Eagle Creek Greenway Fund for acquisition of ECG I & II: Upon a motion by McKinney and second by Orashan, the Board unanimously approved the creation of a new fund to acquire the Eagle Creek Greenway Phase I & II projects. See attached **RESOLUTION 2020-21**
9. Adjourn: Upon a motion by Orashan and second by McKinney the meeting adjourned at 6:45 p.m.

Sunshine Law Compliance: This was an open and public meeting with notice given to, and/or advertised in the Record Courier newspaper.

IN TESTIMONY WHEREOF we hereunto set our hands, _____, 2020

Thomas Hrdy, President

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 May 2020				
GENERAL FUND				
BEGINNING AUDITOR'S CASH BALANCE May 1			\$1,925,401.94	
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD ACTUAL	May 1-31 MTD ACTUAL	YTD Percentage Collected of Budget
152000 Contract Services	1,200.00	0.00	0.00	0.0%
160000 Gifts & Donations	2,000.00	0.00	0.00	0.0%
Property Tax Levy all sources	1,751,289.00	938,410.60	18,326.62	53.6%
230000 Interest	15,000.00	8,831.67	3,104.96	58.9%
241000 Oil & Gas Leases	10,000.00	3,558.78	0.00	35.6%
243000 Credit Card Incentives	1,000.00	0.00	0.00	0.0%
250000 Refunds	0.00	59.51	0.00	N/A
291000 Advance In	1,111,862.00	0.00	0.00	0.0%
SUBTOTAL REVENUES	2,892,351.00	950,860.56	21,431.58	32.9%
2019 Cash Carryover	1,741,757.50	1,741,757.50		
TOTAL REVENUES, CARRYOVER & OTHER SOURCES	4,634,108.50	2,692,618.06	1,946,833.52	58.1%
Notes:	Some funds have been received in lines that were not budgeted, and therefore percentage collected does not apply			
EXPENDITURES & OTHER USES	REVISED BUDGET	YTD ACTUAL	May 1-31 MTD ACTUAL	YTD Percentage Expended of Budget
281200 FT Employee Salaries	431,704.00	148,308.71	40,119.43	34.4%
281300 PT Employee Salaries	131,760.00	16,243.02	9,165.52	12.3%
31300 Overtime	5,000.00	0.00	0.00	0.0%
314000 Retirement	30,000.00	451.92	0.00	1.5%
321010 PERS	79,585.00	23,037.22	6,899.90	28.9%
321200 Medicare	8,243.00	2,269.36	680.39	27.5%
321300 Workers Compensation	9,664.00	2,805.11	837.85	29.0%
321400 Unemployment	10,000.00	54.89	0.00	0.5%
321500 Health Benefits	150,000.00	50,710.68	14,183.28	33.8%
30 Personal Services Unit Total	855,956.00	243,880.91	71,886.37	28.5%
400000 Admin Contractual Services	70,000.00	29,653.41	242.35	42.4%
400000 Contractual Services TCGII - Tinkers Creek Greenway Phase II project	700.00	693.75	0.00	99.1%
400100 Training, Lodging & Memberships	10,000.00	1,378.86	0.00	13.8%
410000 Utilities: AT&T, Dominion, Ohio Edison, Verizon	20,000.00	9,235.23	1,367.56	46.2%
412000 Advertising, Marketing & Events	15,000.00	2,745.13	745.00	18.3%
413000 Maintenance & Repairs	74,717.00	15,085.80	6,988.32	20.2%
414000 Rentals and Leases	10.00	6.00	0.00	60.0%
420100 Audit Services	10,000.00	0.00	0.00	0.0%
428400 Auditor/Treasurer Fee	25,000.00	12,536.08	0.00	50.1%
428500 DRETAC	10,000.00	3,987.47	0.00	39.9%
492100 Local Share	10,000.00	10,000.00	0.00	100.0%
40 Contractual Services Unit Total	245,427.00	85,321.73	9,343.23	34.8%
500000 Admin Materials & Supplies	16,000.00	5,610.66	2,410.41	35.1%
509000 Uniforms	5,000.00	1,231.38	768.51	24.6%
510000 Office Equipment	1,750.00	0.00	0.00	0.0%
530000 Maintenance Materials & Supplies	90,000.00	11,271.80	3,524.81	12.5%
542000 Fuel	20,000.00	2,319.19	528.46	11.6%
596300 Equipment Less than \$5000	10,000.00	4,650.00	0.00	46.5%
596600 Furniture & Fixtures	30,000.00	0.00	0.00	0.0%
50 Materials & Supplies Unit Total	172,750.00	25,083.03	7,232.19	14.5%
610000 Land Purchase	400,000.00	14,081.89	900.00	3.5%
610000 Land Purchase TCGII - Tinkers Creek Greenway Phase II	15,000.00	0.00	0.00	0.0%
680000 Construction Projects	55,000.00	0.00	0.00	0.0%
680000 Construction Projects - MRGOP - Morgan Park Operations Center Renovation Project	450,000.00	335,405.34	0.00	74.5%
680000 Construction Projects - TLLot - Trail Lake Park Parking Lot & Drive Project	370,000.00	83,287.60	0.00	22.5%
680000 Construction Projects - TLTRL- Trail Lake Trails Project	795,904.00	0.00	0.00	0.0%
680000 Construction Projects - TWGAZ - Towner's Woods Gazebo Project	30,000.00	13,222.23	2,177.20	44.1%
683000 Engineering Projects	60,000.00	35,314.77	11,339.40	58.9%
683000 Engineering Projects - TLTRL-Trail Lake Park Parking Lot & Drive Project	40,000.00	6,897.00	0.00	N/A
60 Capital Outlay Unit Total	2,215,904.00	488,208.83	14,416.60	22.0%
700000 Miscellaneous	1,000.00	0.00	0.00	0.0%
70 Other Expenses Unit Total	1,000.00	0.00	0.00	0.0%
910000 Transfer Out	96,250.00	0.00	0.00	N/A
920000 Advance Out	288,750.00	0.00	0.00	0.0%
946720 Tax Levy Assessment	15,000.00	6,168.43	0.00	41.1%
90 Miscellaneous Expenses Unit Total	400,000.00	6,168.43	0.00	1.5%
GRAND TOTAL EXPENDITURES & OTHER USES	3,891,037.00	848,662.93	102,878.39	21.8%
ENDING AUDITOR'S CASH BALANCE May 31 (= Cash Carryover + YTD Revenues- YTD Expenses) (Also = Auditor Beginning cash balance May 1st + MTD revenues - MTD expenses)			\$1,843,955.13	

CASH BALANCE RESTRICTED FUNDS	May 31 ACTUAL CASH BALANCE
8605 Headwaters Trail Fund	\$61,497.22
8607 Breakneck Creek Preserve Fund	\$11,972.39
8611 Berlin Lake Trail Fund	\$2,088.11
8612 Morgan Park Fund	\$4,250.27
8615 Kent Bog Expansion Fund	\$22,284.36
8616 Tinker's Creek Greenway Fund	\$10,948.94
ENDING AUDITOR'S CASH BALANCE	\$113,041.29

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PORTAGE COUNTY
MAY 2020 BUDGET REPORT

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FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
8600 Portage Park District						
10 Program Revenues						
8600-70-90-909-000-00-00-10-152000-	-1,200	Cont Serv -1,200	.00	.00	-1,200.00	.0%*
8600-70-90-909-000-00-00-10-160000-	-2,000	Gifts/Don -2,000	.00	.00	-2,000.00	.0%*
TOTAL Program Revenues	-3,200	-3,200	.00	.00	-3,200.00	.0%
20 NonProgram/Other Revenues						
8600-70-90-909-000-00-00-20-200300-	0	RE Homestd 0	-18,326.62	-18,326.62	18,326.62	100.0%
2020/05/000363 05/12/2020 CRP	-18,326.62	REF 357344	STATE OF OHIO	2019 REAL ESTATE PROP/TX RLBK		
8600-70-90-909-000-00-00-20-221000-	-1,731,415	RE Tax -1,751,289	-913,458.32	.00	-837,830.68	52.2%*
8600-70-90-909-000-00-00-20-224000-	0	Man Home 0	-6,625.66	.00	6,625.66	100.0%
8600-70-90-909-000-00-00-20-230000-	-15,000	Interest -15,000	-8,831.67	-3,104.96	-6,168.33	58.9%*
2020/05/000261 05/11/2020 GEN	-3,104.96	REF APR-20	INTEREST ALLOCATION APR 2020			
8600-70-90-909-000-00-00-20-241000-	-10,000	Oil Lease -10,000	-3,558.78	.00	-6,441.22	35.6%*

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JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
8600-70-90-909-000-00-00-20-243000-	-1,000	Incentvs -1,000	.00	.00	-1,000.00	.0%*
8600-70-90-909-000-00-00-20-250000-	0	Refunds 0	-59.51	.00	59.51	100.0%
8600-70-90-909-000-00-00-20-291000-	-298,673	Advance -1,111,862	.00	.00	-1,111,862.00	.0%*
TOTAL NonProgram/Other Revenues	-2,056,088	-2,889,151	-950,860.56	-21,431.58	-1,938,290.44	32.9%
30 Personal Services						
8600-70-90-909-000-00-00-30-311200-	431,704	Empl Sal 431,704	148,308.71	40,119.43	283,395.29	34.4%
2020/05/000002 05/01/2020 PRJ	13,443.20	REF 050120		WARRANT=050120	RUN=4 PAYROLL	
2020/05/000258 05/15/2020 PRJ	13,320.60	REF 051520		WARRANT=051520	RUN=4 PAYROLL	
2020/05/000765 05/29/2020 PRJ	13,355.63	REF 052920		WARRANT=052920	RUN=4 PAYROLL	
8600-70-90-909-000-00-00-30-311300-	131,760	PT Sal 131,760	16,243.02	9,165.52	115,516.98	12.3%
2020/05/000002 05/01/2020 PRJ	1,525.84	REF 050120		WARRANT=050120	RUN=4 PAYROLL	
2020/05/000258 05/15/2020 PRJ	3,661.84	REF 051520		WARRANT=051520	RUN=4 PAYROLL	
2020/05/000765 05/29/2020 PRJ	3,977.84	REF 052920		WARRANT=052920	RUN=4 PAYROLL	
8600-70-90-909-000-00-00-30-313000-	5,000	Overtime 5,000	.00	.00	5,000.00	.0%
8600-70-90-909-000-00-00-30-314000-	30,000	Retirement 30,000	451.92	.00	29,548.08	1.5%
8600-70-90-909-000-00-00-30-321010-	79,585	PERS 79,585	23,037.22	6,899.90	56,547.78	28.9%
2020/05/000002 05/01/2020 PRJ	2,095.66	REF 050120		WARRANT=050120	RUN=4 PAYROLL	
2020/05/000258 05/15/2020 PRJ	2,377.55	REF 051520		WARRANT=051520	RUN=4 PAYROLL	
2020/05/000765 05/29/2020 PRJ	2,426.69	REF 052920		WARRANT=052920	RUN=4 PAYROLL	

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PORTAGE COUNTY
MAY 2020 BUDGET REPORT

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FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
8600-70-90-909-000-00-00-30-321200-	8,243	Medicare 8,243	2,269.36	680.39	5,973.64	27.5%
2020/05/000002 05/01/2020 PRJ	205.64 REF	050120		WARRANT=050120	RUN=4 PAYROLL	
2020/05/000258 05/15/2020 PRJ	234.84 REF	051520		WARRANT=051520	RUN=4 PAYROLL	
2020/05/000765 05/29/2020 PRJ	239.91 REF	052920		WARRANT=052920	RUN=4 PAYROLL	
8600-70-90-909-000-00-00-30-321300-	9,664	Wrks Comp 9,664	2,805.11	837.85	6,858.89	29.0%
2020/05/000002 05/01/2020 PRJ	254.48 REF	050120		WARRANT=050120	RUN=4 PAYROLL	
2020/05/000258 05/15/2020 PRJ	288.71 REF	051520		WARRANT=051520	RUN=4 PAYROLL	
2020/05/000765 05/29/2020 PRJ	294.66 REF	052920		WARRANT=052920	RUN=4 PAYROLL	
8600-70-90-909-000-00-00-30-321400-	10,000	Unemploy 10,000	54.89	.00	9,945.11	.5%
8600-70-90-909-000-00-00-30-321500-	150,000	Health 150,000	50,710.68	14,183.28	99,289.32	33.8%
2020/05/000002 05/01/2020 PRJ	4,727.76 REF	050120		WARRANT=050120	RUN=4 PAYROLL	
2020/05/000258 05/15/2020 PRJ	4,727.76 REF	051520		WARRANT=051520	RUN=4 PAYROLL	
2020/05/000765 05/29/2020 PRJ	4,727.76 REF	052920		WARRANT=052920	RUN=4 PAYROLL	
TOTAL Personal Services	855,956	855,956	243,880.91	71,886.37	612,075.09	28.5%
40 Contractual Services						
8600-70-90-909-000-00-00-40-400000-	100,000	Contr Serv 70,000	29,653.41	242.35	7,108.00	89.8%
2020/05/000457 05/12/2020 API	22.95 VND	002690 PO 108081	GATEHOUSE MEDIA COPL	**03-31063363		470715
2020/05/000457 05/12/2020 API	94.73 VND	001310 PO 107903	KONICA MINOLTA BUSIN	**1283755, 413777178		470725
2020/05/000910 05/26/2020 API	124.67 VND	002485 PO 107911	US BANK	**5592 8400 0101 0984		471257
8600-70-90-909-000-00-00-40-400000-TCGII	0	Cont Serv 700	693.75	.00	6.25	99.1%
8600-70-90-909-000-00-00-40-400100-	10,000	Trng/Mem 10,000	1,378.86	.00	4,124.58	58.8%

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PORTAGE COUNTY
MAY 2020 BUDGET REPORT

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FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

			ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
8600-70-90-909-000-00-00-40-410000-		Utilities	20,000	20,000	9,235.23	1,367.56	750.00	96.3%
2020/05/000217	05/02/2020	API	94.33	VND 001179 PO 108077	AT & T	**330 297-7728 330 0		470421
2020/05/000217	05/02/2020	API	160.92	VND 002844 PO 107912	DOMINION ENERGY OHIO	**4 1800 1191 8407		470430
2020/05/000457	05/12/2020	API	58.40	VND 002844 PO 107912	DOMINION ENERGY OHIO	**4 4213 0033 0943		470705
2020/05/000457	05/12/2020	API	70.64	VND 002875 PO 108086	OHIO EDISON	**110 009 208 841, 90196186540		470739
2020/05/000457	05/12/2020	API	66.38	VND 002875 PO 108086	OHIO EDISON	**110 009 660 868, 90416090459		470739
2020/05/000457	05/12/2020	API	77.07	VND 002875 PO 108086	OHIO EDISON	**110 122 697 896, 90416090527		470739
2020/05/000457	05/12/2020	API	68.08	VND 002875 PO 108086	OHIO EDISON	**110 134 809 943, 90276130838		470739
2020/05/000457	05/12/2020	API	26.63	VND 003615 PO 107915	VERIZON WIRELESS	**442287383-00001, 9853652113		470774
2020/05/000457	05/12/2020	API	423.87	VND 003615 PO 107915	VERIZON WIRELESS	**683206894-00001, 9853799064		470774
2020/05/000910	05/26/2020	API	321.24	VND 006763 PO 109789	ULLMAN OIL CO LLC	**0660967-IN, C# 03-0007008		471255
8600-70-90-909-000-00-00-40-412000-		Advertise	10,000	15,000	2,745.13	745.00	2,965.00	80.2%
2020/05/000910	05/26/2020	API	745.00	VND 002485 PO 107909	US BANK	**5592 8400 0101 0984		471257
8600-70-90-909-000-00-00-40-413000-		Mnt&Repr	60,000	74,717	15,085.80	6,988.32	35,167.50	52.9%
2020/05/000217	05/02/2020	API	2,802.50	VND 047009 PO 109251	BLAZEK JOHN JOSEPH	**PORTAGE PARK DIST. WELL ABAN		470424
2020/05/000457	05/12/2020	API	75.00	VND 025267 PO 108078	PORTAGE PORTABLE TOI	**PORTAGE PARK DISTRICT May 20		470748
2020/05/000910	05/26/2020	API	3,900.00	VND 046104 PO 110036	LUCHU 4000 INC	**TRAIL LAKE STRUCTURE DEMOLIT		471219
2020/05/000910	05/26/2020	API	210.82	VND 002485 PO 107910	US BANK	**5592 8400 0101 0984		471257
8600-70-90-909-000-00-00-40-414000-		Rent/Lease	10	10	6.00	.00	3.00	70.0%
8600-70-90-909-000-00-00-40-420100-		Audit Serv	25,000	10,000	.00	.00	6,500.00	35.0%
8600-70-90-909-000-00-00-40-428400-		Aud/Tr Fee	5,000	25,000	12,536.08	.00	12,463.92	50.1%
8600-70-90-909-000-00-00-40-428500-		DRETAC	10,000	10,000	3,987.47	.00	6,012.53	39.9%
8600-70-90-909-000-00-00-40-492100-		Loc Share	0	10,000	10,000.00	.00	.00	100.0%

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PORTAGE COUNTY
MAY 2020 BUDGET REPORT

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FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL Contractual Services	240,010	245,427	85,321.73	9,343.23	75,100.78	34.8%
50 Materials And Supplies						
8600-70-90-909-000-00-00-50-500000-	15,000	Supplies 16,000	5,610.66	2,410.41	1,200.00	92.5%
2020/05/000457 05/12/2020 API	75.41 VND	001310 PO 107902	KONICA MINOLTA BUSIN	**1316072, 9006719586		470726
2020/05/000910 05/26/2020 API	2,335.00 VND	002485 PO 107905	US BANK	**5592 8400 0101 0984		471257
8600-70-90-909-000-00-00-50-509000-	8,000	Uniforms 5,000	1,231.38	768.51	1,500.00	70.0%
2020/05/000910 05/26/2020 API	768.51 VND	002485 PO 107906	US BANK	**5592 8400 0101 0984		471257
8600-70-90-909-000-00-00-50-510000-	1,500	Office Equ 1,750	.00	.00	1,750.00	.0%
8600-70-90-909-000-00-00-50-530000-	85,000	Mnt Sup 90,000	11,271.80	3,524.81	50,172.13	44.3%
2020/05/000910 05/26/2020 API	1,494.25 VND	003483 PO 109783	PO CO SOIL & WATER	**PPD TREE ORDER - MORGAN FERR		471233
2020/05/000910 05/26/2020 API	2,030.56 VND	002485 PO 107904	US BANK	**5592 8400 0101 0984		471257
8600-70-90-909-000-00-00-50-542000-	15,000	Fuel 20,000	2,319.19	528.46	3,500.00	82.5%
2020/05/000698 05/19/2020 API	428.63 VND	004271 PO 107917	RAVENNA CITY	**APRIL 2020 GAS PPD		471043
2020/05/000698 05/19/2020 API	99.83 VND	004271 PO 107916	RAVENNA CITY	**APRIL 2020 DIESEL PPD		471043
8600-70-90-909-000-00-00-50-596300-	10,000	Equip<5000 10,000	4,650.00	.00	350.00	96.5%
8600-70-90-909-000-00-00-50-596600-	30,000	Furn & Fix 30,000	.00	.00	25,000.00	16.7%
TOTAL Materials And Supplies	164,500	172,750	25,083.03	7,232.19	83,472.13	14.5%

60 Capital Outlay

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PORTAGE COUNTY
MAY 2020 BUDGET REPORT

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FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
8600-70-90-909-000-00-00-60-610000-	200,000	Land Purch 400,000	14,081.89	900.00	384,800.00	3.8%
2020/05/000959 05/26/2020 API	900.00 VND	031224 PO 109160	DIAMOND	TITLE CO OF TNC PROPERTY TCGII PPD		1002764
8600-70-90-909-000-00-00-60-610000-TCGII	0	Land Purch 15,000	.00	.00	15,000.00	.0%
8600-70-90-909-000-00-00-60-680000-	100,000	Const Proj 55,000	.00	.00	2,301.00	95.8%
8600-70-90-909-000-00-00-60-680000-MRGOP	0	Const Proj 450,000	335,405.34	.00	20,790.00	95.4%
8600-70-90-909-000-00-00-60-680000-TLLOT	0	Const Proj 370,000	83,287.60	.00	17,601.00	95.2%
8600-70-90-909-000-00-00-60-680000-TLTRL	0	Const Proj 795,904	.00	.00	795,904.00	.0%
8600-70-90-909-000-00-00-60-680000-TWGAZ	0	Const Proj 30,000	13,222.23	2,177.20	3,960.00	86.8%
2020/05/000910 05/26/2020 API	2,177.20 VND	032112 PO 20190433	R2K CONTRACTING	**TW GAZEBO PPD #4		471236
8600-70-90-909-000-00-00-60-683000-	1,080,000	Engin Proj 60,000	35,314.77	11,339.40	-20,613.00	134.4%*
2020/05/000698 05/19/2020 API	2,500.00 VND	018779 PO 104294	HAWKSLEY RICK	**TW GAZEBO PROJECT		471021
2020/05/000698 05/19/2020 API	8,839.40 VND	045822 PO 108089	KARPINSKI ENGINEERIN	**126891 HWT 2020-0003		471026
8600-70-90-909-000-00-00-60-683000-TLTRL	0	Engin Proj 40,000	6,897.00	.00	25,000.00	37.5%
TOTAL Capital Outlay	1,380,000	2,215,905	488,208.83	14,416.60	1,244,743.00	22.0%
70 Other Expenses						
8600-70-90-909-000-00-00-70-700000-		Misc				

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PORTAGE COUNTY
MAY 2020 BUDGET REPORT

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FOR 2020 05	JOURNAL DETAIL 2020 5 TO 2020 5					
	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
	1,000	1,000	.00	.00	1,000.00	.0%
TOTAL Other Expenses	1,000	1,000	.00	.00	1,000.00	.0%
90 Miscellaneous Expenses						
8600-70-90-909-000-00-00-90-910000-	96,250	Trans Out 96,250	.00	.00	96,250.00	.0%
8600-70-90-909-000-00-00-90-920000-	288,750	Adv Out 288,750	.00	.00	288,750.00	.0%
8600-70-90-909-000-00-00-90-946720-	15,000	TL Assmnt 15,000	6,168.43	.00	8,831.57	41.1%
TOTAL Miscellaneous Expenses	400,000	400,000	6,168.43	.00	393,831.57	1.5%
TOTAL Portage Park District	982,178	998,686	-102,197.63	81,446.81	468,732.13	-10.2%
TOTAL REVENUES	-2,059,288	-2,892,351	-950,860.56	-21,431.58	-1,941,490.44	
TOTAL EXPENSES	3,041,466	3,891,037	848,662.93	102,878.39	2,410,222.57	
8605 Headwaters Trails Improve						
10 Program Revenues						
8605-70-90-909-000-00-00-10-191000-	-288,750	St Grant -288,750	-35,569.69	.00	-253,180.31	12.3%*
TOTAL Program Revenues	-288,750	-288,750	-35,569.69	.00	-253,180.31	12.3%
20 NonProgram/Other Revenues						
8605-70-90-909-000-00-00-20-280000-	-96,250	Trans In -96,250	.00	.00	-96,250.00	.0%*

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PORTAGE COUNTY
MAY 2020 BUDGET REPORT

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FOR 2020 05	JOURNAL DETAIL 2020 5 TO 2020 5					
	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
8605-70-90-909-000-00-00-20-290000-	-288,750	Advance In -288,750	.00	.00	-288,750.00	.0%*
TOTAL NonProgram/Other Revenues	-385,000	-385,000	.00	.00	-385,000.00	.0%
60 Capital Outlay						
8605-70-90-909-000-00-00-60-680000-	330,000	Const Proj 330,000	.00	.00	330,000.00	.0%
8605-70-90-909-000-00-00-60-683000-	55,000	Engin Proj 55,000	.00	.00	55,000.00	.0%
TOTAL Capital Outlay	385,000	385,000	.00	.00	385,000.00	.0%
90 Miscellaneous Expenses						
8605-70-90-909-000-00-00-90-920000-	288,750	Adv Out 288,750	.00	.00	288,750.00	.0%
TOTAL Miscellaneous Expenses	288,750	288,750	.00	.00	288,750.00	.0%
TOTAL Headwaters Trails Improve	0	0	-35,569.69	.00	35,569.69	100.0%
TOTAL REVENUES	-673,750	-673,750	-35,569.69	.00	-638,180.31	
TOTAL EXPENSES	673,750	673,750	.00	.00	673,750.00	
GRAND TOTAL	982,178	998,686	-137,767.32	81,446.81	504,301.82	-13.8%

** END OF REPORT - Generated by Rory Becker **

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PORTAGE COUNTY
Auditor Treasurer Reconciliation Report

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AS OF 05/01/2020				AS OF 05/31/2020			
FUND	TREASURER CASH BALANCE	— OUTSTANDING WARRANTS	= AUDITOR CASH BALANCE	AUDITOR CASH BALANCE	+ OUTSTANDING WARRANTS	= TREASURER CASH BALANCE	
8600 Portage Park District	1,926,282.55	880.61	1,925,401.94	1,843,955.13	17,103.81	1,861,058.94	
FUND 8600 TOTALS:	1,926,282.55	880.61	1,925,401.94	1,843,955.13	17,103.81	1,861,058.94	
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	61,497.22	.00	61,497.22	61,497.22	.00	61,497.22	
FUND 8605 TOTALS:	61,497.22	.00	61,497.22	61,497.22	.00	61,497.22	
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							

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PORTAGE COUNTY
Auditor Treasurer Reconciliation Report
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FUND	AS OF 05/01/2020			AS OF 05/31/2020		
	TREASURER CASH BALANCE	— OUTSTANDING WARRANTS	= AUDITOR CASH BALANCE	AUDITOR CASH BALANCE	+ OUTSTANDING WARRANTS	= TREASURER CASH BALANCE
	2,088.11	.00	2,088.11	2,088.11	.00	2,088.11
FUND 8611 TOTALS:	2,088.11	.00	2,088.11	2,088.11	.00	2,088.11
8612 Morgan Park	4,250.27	.00	4,250.27	4,250.27	.00	4,250.27
FUND 8612 TOTALS:	4,250.27	.00	4,250.27	4,250.27	.00	4,250.27
8613 Franklin Bog Park	.00	.00	.00	.00	.00	.00
FUND 8613 TOTALS:	.00	.00	.00	.00	.00	.00
8614 Red Fox Boat Access Fund	.00	.00	.00	.00	.00	.00
FUND 8614 TOTALS:	.00	.00	.00	.00	.00	.00
8615 Kent Bog	22,284.36	.00	22,284.36	22,284.36	.00	22,284.36
FUND 8615 TOTALS:	22,284.36	.00	22,284.36	22,284.36	.00	22,284.36
8616 Tinkers Creek Greenway Fund	10,948.94	.00	10,948.94	10,948.94	.00	10,948.94
FUND 8616 TOTALS:	10,948.94	.00	10,948.94	10,948.94	.00	10,948.94
REPORT TOTALS:	2,039,323.84	880.61	2,038,443.23	1,956,996.42	17,103.81	1,974,100.23

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PORTAGE COUNTY
Auditor Treasurer Reconciliation Report

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ALL FUNDS SUMMARY THROUGH 05/31/2020

FUND	05/01/20 AUDITOR CASH BALANCE +	TOTAL RECEIPTS -	TOTAL EXPENDITURES =	ENDING AUDITOR CASH BALANCE -	OUTSTANDING ENCUMBRANCES =	UNENCUMBERED BALANCE
8600 Portage Park Distri	1,925,401.94	-21,431.58	102,878.39	1,843,955.13	632,151.63	1,211,803.50
FUND 8600 TOTALS:	1,925,401.94	21,431.58	102,878.39	1,843,955.13	632,151.63	1,211,803.50
8601 PCPD Local Communit	.00	.00	.00	.00	.00	.00
FUND 8601 TOTALS:	.00	.00	.00	.00	.00	.00
8603 PCPD Towners Woods	.00	.00	.00	.00	.00	.00
FUND 8603 TOTALS:	.00	.00	.00	.00	.00	.00
8604 Portage Hike & Bike	.00	.00	.00	.00	.00	.00
FUND 8604 TOTALS:	.00	.00	.00	.00	.00	.00
8605 Headwaters Trails I	61,497.22	.00	.00	61,497.22	.00	61,497.22
FUND 8605 TOTALS:	61,497.22	.00	.00	61,497.22	.00	61,497.22
8606 Dix Park Improvemen	.00	.00	.00	.00	.00	.00
FUND 8606 TOTALS:	.00	.00	.00	.00	.00	.00
8607 Breakneck Creek Wat	11,972.39	.00	.00	11,972.39	.00	11,972.39
FUND 8607 TOTALS:	11,972.39	.00	.00	11,972.39	.00	11,972.39
8608 PCPD Franklin Conne	.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 Wat	.00	.00	.00	.00	.00	.00
FUND 8610 TOTALS:	.00	.00	.00	.00	.00	.00
8611 Berlin Lake Trail	2,088.11	.00	.00	2,088.11	.00	2,088.11

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PORTAGE COUNTY
Auditor Treasurer Reconciliation Report

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ALL FUNDS SUMMARY THROUGH 05/31/2020

FUND	05/01/20 AUDITOR CASH BALANCE +	TOTAL RECEIPTS -	TOTAL EXPENDITURES =	ENDING AUDITOR CASH BALANCE -	OUTSTANDING ENCUMBRANCES =	UNENCUMBERED BALANCE
FUND 8611 TOTALS:	2,088.11	.00	.00	2,088.11	.00	2,088.11
8612 Morgan Park	4,250.27	.00	.00	4,250.27	.00	4,250.27
FUND 8612 TOTALS:	4,250.27	.00	.00	4,250.27	.00	4,250.27
8613 Franklin Bog Park	.00	.00	.00	.00	.00	.00
FUND 8613 TOTALS:	.00	.00	.00	.00	.00	.00
8614 Red Fox Boat Access	.00	.00	.00	.00	.00	.00
FUND 8614 TOTALS:	.00	.00	.00	.00	.00	.00
8615 Kent Bog	22,284.36	.00	.00	22,284.36	.00	22,284.36
FUND 8615 TOTALS:	22,284.36	.00	.00	22,284.36	.00	22,284.36
8616 Tinkers Creek Green	10,948.94	.00	.00	10,948.94	.00	10,948.94
FUND 8616 TOTALS:	10,948.94	.00	.00	10,948.94	.00	10,948.94
REPORT TOTALS:	2,038,443.23	21,431.58	102,878.39	1,956,996.42	632,151.63	1,324,844.79

** END OF REPORT - Generated by Maureen E Bennett **



DRAFT FOR REVIEW
ESTIMATED FISCAL YEAR 2021
TAX BUDGET

Portage Park District
705 Oakwood St.
Suite 4
Ravenna, Ohio 44266
www.portageparkdistrict.org
admin@portageparkdistrict.org

330-297-7728

NOTE: A public hearing followed by a meeting to adopt the Estimated Tax Budget will be held on June 22nd, 5:30 pm REMOTELY livestream via the Portage Park District's YouTube channel. Information about how to access it is available on the Park District website. Public Comment must be submitted before 4:00 pm the day of the meeting to be presented to the Board of Park Commissioners. Contact the Park District for more information or to comment.

Portage Park District

2021 Estimated Tax Budget Notes

Organization Background

The Portage Park District was formed in 1991 as an independent political subdivision of the State of Ohio, with jurisdiction over all of Portage County, although not over other local, State or Federal parks, unless by special agreement. The Park District is governed by an unpaid 5-member Board of Park Commissioners appointed for renewable 3-year terms by the County Probate Judge. The Board is responsible for adopting the annual budget and authorizing expenditures. The Board appoints and oversees the Executive Director, who is responsible for implementing the policies, plans and priorities of the Park District.

Authority is derived from Chapter 15 (Conservation of Natural Resources), section 1545 (Park Districts) of the Ohio Revised Code. The Park District's Fiscal Officer is the County Auditor, and the Treasurer is its banker. The Park District also works with and receives assistance from the County purchasing, payroll, and human resources departments, and the Portage County Prosecutor's Office. The Park District operates under rules that govern local governments and park districts, as well as the park district bylaws adopted by the Board of Park Commissioners, establishing authorities and controls on budgeting and purchasing.

The Park District office is located at 705 Oakwood St. Suite G-4, Ravenna. The Park District owns and/or manages over 2,000 acres of land, including six open parks, six undeveloped park properties and over 14 miles of hike and bike trail in four areas. In 2021 there are 13 FT equivalent staff proposed--11 full time staff with health benefits, the remainder part time, seasonal or intermittent staff.

The Budget of the Park District reflects its mission to *conserve Portage County's natural heritage and provide opportunities for its appreciation and enjoyment*. This is achieved through land and water conservation; the creation and maintenance of parks and trails for public use and providing programs to enhance public appreciation and understanding of these resources.

In May of 2014, the voters of Portage County passed a ½ mill 10-year property tax levy to support operations and improvements in the Park District; initial revenues were received in March, 2015. In December, 2016 the Board of Park Commissioners adopted a 10 year Master Plan that provides outline park acquisition, development and programming priorities over the next 10 years. The tax levy is augmented by various grants and donations, and funding from the ODOT park district road improvement fund.

Operating and Improvement Funds

Most of the Park District general operations, (maintenance, administration and programming) is expensed out its General Fund for staffing, contract services, supplies, utilities, fees and taxes, etc. The Park District also administers nine other funds restricted for specific parks or improvements. These funds are: The PORTAGE Hike and Bike Trail Fund; Headwaters Trail Fund; Dix Park Fund; Breakneck Creek Fund; Berlin Lake Trail Fund; Upper Cuyahoga Bog Preserve (Morgan Preserve) Fund, Franklin Bog Fund, Red Fox Boat Access Fund, Kent Bog Expansion Fund, Tinkers Creek Greenway Fund, Eagle Creek Greenway Fund. The Board of Park Commissioners appropriates the budget at the unit level; the Executive Director has been given the authority to transfer funds to different expenditure line items within the unit levels. Park acquisition and improvement grants are often reimbursement grants that repay project costs at a certain percentage. Because they are reimbursement grants, projects need cash flow up front, which is accomplished by the cash advance of funds from the General Fund to Capital Improvement Funds, until grant reimbursements are received. Cash Transfers from the General Fund to the Improvement funds are permanent, and reflect the local match from the Park District towards the grant project.

Revenues

General Fund Gifts and Donations: These funds are variable with the majority of donations to support the Park District coming through the Portage Park District Foundation, an independent nonprofit organization formed for the purpose of fundraising to support the mission of the Portage Park District. The Foundation works cooperatively with the Park District and raises funds in support of Park District programs and capital improvements.

Royalties: Several of the properties that the Park District owns had pre-existing oil & gas leases, some with operating wells. The mineral rights with existing producing wells for Dix Park, Chagrin Headwaters Preserve, Shaw Woods, Trail Lake Park and Kent Bog Expansion were transferred to the Park District. The Park District receives fluctuating royalties from these wells. Based on past production, the 2020 estimate is approximately \$10,000.

Interest income is derived from investments made via the Portage County Treasurer based upon fund balances. All interest is posted to the General Fund.

½ mill Property Tax Levy. This levy costs the owner of a \$100,000 property approximately \$17.50/year and yields approximately \$1.7 million/year to be used for park operations and improvement.

Ohio Department of Transportation Park District Road Improvement Funds: The Portage Park District, along with other park districts in Ohio, receives an allocation of funds from ODOT for use on park drives and parking lots. These funds are not received directly, but rather are considered payments made by ODOT on behalf of the Park District. Memos for the receipts and expenditures of the ODOT payments are posted to the Park District accounts after payments are made. Administrative assistance for the fund is provided through the Ohio Parks and Recreation Association. Full ODOT guidance on the Park District Road Tax Allocation program is available upon request.

Expenses

Park Improvement Funds

Expenditures from the restricted park improvement funds are related to park acquisition, development and major maintenance, and they are often dependent on intermittent grants and donations generally for purchase of property, materials and construction contracts. Certain grants require that grant funds are kept segregated from the General Fund monies. Occasionally, restricted donations for particular projects are received which may be deposited into those specific funds. Breaks in the Fund numbering sequence represent park improvement funds which have been closed.

General Fund

The General Operating Fund funds the day-to-day operations of the Park District for administration, routine maintenance, programming and planning. It is comprised of Expense Units, which are controlled and appropriated by the Board of Park Commissioners. Account allocations within the Units are controlled by the Executive Director.

Personnel Unit: Current staff includes one full-time Executive Director, a part-time Administrative Assistant, one full-time Operations Manager, one full time Natural Areas Steward, one full-time Public Engagement Coordinator, full time Education Coordinator, three full time Maintenance Workers, two part time Rangers and 5 seasonal employees. The Personnel Unit includes a contingency for payout of unused sick and vacation leave if necessary. The 2020 Personnel Unit includes funds for those positions plus a budget allotment for casual, at will staff and interns as necessary. The health insurance budget depends on several variables, including the particular plan the employee chooses.

Contract Services Unit: Includes professional services, marketing, insurance, utilities, rent, contracted maintenance and repair services, fees and licenses. Services such as site planning, surveying, engineering and design are associated with development of unopened park properties. The Park District will provide a local share contribution to the County Engineer's Ravenna Road Trail project.

Materials and Supplies: Office and maintenance supplies, copies, literature, uniforms, lumber, furnishings, technology, stone, fuel, tools, etc.

Capital Outlay: Capital expenditures are those with a cost over \$5,000 and include vehicles, equipment, land acquisition and construction projects. While the Park District has goals for land acquisition, the nature of the acquisition process is often tentative considering the need to work with receptive landowners and changes in opportunities available at any particular time. Capital outlay anticipated for 2021 includes funds for the development of Headwaters Trail extension which was pushed from 2020 to 2021, and planning and design for improvements to Morgan Park, Trail Lake and Towner's Woods. Land acquisition prospects are unconfirmed.

Taxes: The Park District pays property tax on newly acquired properties for the first year until it is declared tax-exempt. It also pays taxes on non-exempt properties that produce income such as rented properties. Stormwater assessment fees are paid on all properties.

PORTAGE PARK DISTRICT		
2021 ESTIMATED REVENUES	GENERAL	HEADWATER'S
	OPERATING	TRAIL
	FUND	IMPROVEMENT
	FUND #8600	FUND #8605
REVENUES		
GRANTS		288,750
PROPERTY TAX LEVY Budget Commission Certification	1,751,289	
SALES	0	
FEES		
GIFTS & DONATIONS	2,000	
INVESTMENT INCOME	15,000	0
RENTAL	0	0
ROYALTIES	10,000	
CREDIT CARD INCENTIVES	1,000	
ODOT PARK ROAD IMPROVEMENT FUND	0	
CONTRACT SERVICES	1,200	
REFUNDS\REIMB		0
* TRANSFERS IN		96,250
ADVANCES IN	288,750	288,750
TOTAL NEW REVENUES	2,069,239	673,750
ESTIMATED YEAR 2020 CARRYOVER TO 2021	818,898	0
TOTAL	2,888,137	673,750

PORTAGE PARK DISTRICT			
ORC 1545			
DETAILED BUDGET ESTIMATE FOR FISCAL YEAR 2021			
		GENERAL	HEADWATER'S
		OPERATING	TRAIL
		FUND	IMPROVEMENT
		FUND #8600	FUND #8605
OBJECTS OF EXPENSE	EXPENSES		
UNIT: PERSONNEL--300000			
311200	SALARIES-EMPLOYEES FULL TIME	\$448,391	\$0
311300	SALARIES-EMPLOYEES PART TIME	\$135,308	
321010	FRINGES -PERS	\$5,000	\$0
321200	FRINGES -MEDICARE	\$30,000	\$0
321300	FRINGES -WORK COMP & DWRF	\$81,718	\$0
321400	UNEMPLOYMENT CONTINGENCY	\$8,464	
321500	FRINGES -HEALTH BENEFIT PLAN	\$9,923	\$0
313000	OVERTIME CONTINGENCY	\$10,000	
314000	FULL TIME BENEFITS PAYOUT CONTINGENCY	\$275,000	
	Subtotal	\$1,003,803	\$0
UNIT: SERVICES--400000			
400000	CONTRACT-SERVICES	\$40,000	\$0
400100	TRAINING LODGING & MEMBERSHIPS	\$10,000	\$0
410000	CONTRACT-UTILITIES	\$30,000	\$0
412000	ADVERTISING	\$15,000	
413000	CONTRACT-MAINT & REPAIR	\$40,000	\$0
414000	RENTALS AND LEASES	\$1,000	
420100	CONTRACT-AUDIT SERVICES	\$0	\$0
428400	AUDITOR/TREASURER FEES	\$25,000	
428500	DRETAC FEES	\$10,000	
492100	LOCAL SHARE	78400	
	Subtotal	\$249,400	\$0
UNIT: MATERIALS & SUPPLIES-500000			
500000	Admininstration and Programming Materials and Supplies	\$15,000	
509000	Uniforms	\$5,000	
530000	Maintenance & Stewardship Materials and Supplies	\$50,000	
542000	Fuel	\$20,000	
596300	Operations Equipment and Tools under \$5,000 each	\$20,000	
596600	Park Furnitures and Fixtures	\$10,000	
	Subtotal	\$120,000	\$0
UNIT: CAPITAL--600000			
610000	LAND PURCHASE	\$100,000	
680000	PROJECT CONSTRUCTION	\$500,000	\$360,000.00
683000	ENGINEERING-ARCHITECTURE	\$100,000	\$25,000.00
	Subtotal	\$700,000	\$385,000.00
UNIT: OTHER--700000			
700000	MISCELLANEOUS--Tax Reimbursement Share	\$0	\$0.00
	Subtotal	\$0	\$0.00
UNIT: LOANS--800000			
	LOAN REPAYMENT		\$0.00
	Subtotal	\$0	\$0.00
UNIT: ADVANCES OUT--900000			
91000	TRANSFERS OUT	\$96,250	
92000	ADVANCES OUT	\$288,750	\$288,750.00
946720	TAXES, LEVIES and ASSESSMENTS	\$15,000	
	Subtotal	\$400,000	\$288,750.00
	TOTAL EXPENSES	\$ 2,473,203	\$ 673,750
	REVENUES (incl est 2019 carryover)	\$ 2,888,137	\$673,750
	BALANCE total revenues minus expenses	\$ 414,933	\$0

EXHIBIT "A"				
COMPARATIVE & EST. RECEIPTS, EXPENDITURES & BALANCES				
FORMAL	2018	2019	2020	2021
BUDGET REQUEST				
FISCAL YEAR 2021			1st half actual	
	ACTUAL	ACTUAL	2nd half estimate	ESTIMATE
GENERAL OPERATING FUND #8600				
BALANCE, JANUARY 1ST	1,192,104.56	1,241,611.41	1,741,757.50	818,897.50
RECEIPTS:				
Program Revenues				
FEES	262.60	0.00		
GIFTS & DONATIONS	3,227.50	20.00	37,000.00	2000
INTERGOVERNMENTAL (County GF, LGF, TF)				
ODOT Allocation	28,554.01	0.00	114,308.00	
LOCAL GRANT	65,900.00			
STATE Grant		2,516.40	8,400.00	
Other Revenues				
TAXES	1,718,879.51	1,737,714.50	1,751,289.00	1,751,289.00
INTEREST INCOME	24,885.17	37,581.40	15,000.00	15000
RENTALS	1,200.00			0
ROYALTIES	8,930.49	9,879.44	10,000.00	10000
SALES				0
REFUNDS	63,755.34	68.00		0
INSURANCE SETTLEMENT	7,500.00	1,660.00		
CREDIT CARD INCENTIVES	725.00	850.00	1,000.00	1000
JURY FEES				
CONTRACT SERVICES	1,303.36	826.78	1,200.00	1200
TRANSFERS IN				
LOANS				
ADVANCES IN	136,820.00	0.00	804,533.00	288750
SUBTOTAL		1,791,116.52	2,742,730.00	2,069,239.00
TOTAL BALANCE & RECEIPTS....	3,254,047.54	3,032,727.93	4,484,487.50	2,888,136.50
EXPENDITURES:				
PERSONAL SERVICES	538,269.66	657,300.32	788,013.00	1,003,803.00
CONTRACT SERVICES	136,466.31	155,137.88	220,427.00	249400
MATERIALS AND SUPPLIES	79,826.01	88,932.22	156,150.00	120000
CAPITAL OUTLAY	434,684.51	343,216.16	2,160,000.00	700000
TRANSFERS	661,186.00		325,000.00	96250
ADVANCES	148,814.00	40,000.00	0.00	288750
MISC.		0.00	1,000.00	
PROPERTY TAXES	13,189.64	6,383.85	15,000.00	15000
TOTAL EXPENDITURES.....	2,012,436.13	1,290,970.43	3,665,590.00	2,473,203.00
BALANCE, DECEMBER 31ST	1,241,611.41	1,741,757.50	818,897.50	414,933.50

	COMPARATIVE & EST. RECEIPTS, EXPENDITURES & BALANCES				
#8604	TW RAIL TRAIL IMPR FUND	2018	2019	2020	2021
	Name Changed in 2009	ACTUAL	ACTUAL	1st half actual	ESTIMATE
	(The PORTAGE Hike and Bike Trail Fund)			2nd half estimate	
	BALANCE, JANUARY 1ST	0	0	0	0
	RECEIPTS:				
	INTERGOVERNMENTAL				
	STATE GRANT				
	INTEREST INCOME				
	GIFTS & DONATIONS				
	REFUNDS				
	TRANSFERS IN				
	ADVANCES IN				
	LOAN				
	TOTAL BALANCE & RECEIPTS....	\$ -	\$ -	\$ -	
	EXPENDITURES:				
	PERSONAL SERVICES				
	CONTRACT SERVICES				
	MATERIALS AND SUPPLIES				
	ENGINEERING				
	CONSTRUCTION				
	LOAN PAYMENT				
	TRANSFERS				
	ADVANCES RETURNED				
	TOTAL EXPENDITURES.....	\$ -	\$ -	\$ -	0
	BALANCE, DECEMBER 31ST				
#8605	HEADWATER'S TRAIL IMPR FUND	2018	2019	2020	2021
		ACTUAL	ACTUAL	1st half actual	ESTIMATE
				2nd half estimate	
	BALANCE, JANUARY 1ST	\$ 332,665.03	\$ 25,927.53	\$ 25,927.53	\$ 0.00
	RECEIPTS:				
	INTERGOVERNMENTAL Federal and State gran	\$ 136,820.00		\$ 35,569.69	\$ 288,750.00
	INTEREST INCOME				
	GIFTS & DONATIONS				
	ALL OTHER REVENUES				
	TRANSFERS IN				\$ 96,250.00
	ADVANCES IN				\$ 288,750.00
	TOTAL BALANCE & RECEIPTS....	\$ 469,485.03	\$ 25,927.53	\$ 61,497.22	\$ 673,750.00
	EXPENDITURES:				
	PERSONAL SERVICES				
	CONTRACT SERVICES				
	MATERIALS AND SUPPLIES				
	CAPITAL OUTLAY	\$ 306,737.50		\$ -	385000
	LOAN PAYMENT				
	TRANSFERS				
	ADVANCES RETURNED	\$ 136,820.00		\$ 61,497.22	288750
	TOTAL EXPENDITURES.....	\$ 443,557.50	\$ -	\$ 61,497.22	\$ 673,750.00
	BALANCE, DECEMBER 31ST	\$ 25,927.53	\$ 25,927.53	\$ 0.00	\$ -

	COMPARATIVE & EST. RECEIPTS, EXPENDITURES & BALANCES				
#8606	DIX PARK IMPROVEMENT FUND	2018	2019	2020	2021
		ACTUAL	ACTUAL	1st half actual	ESTIMATE
				2nd half estimate	
	BALANCE, JANUARY 1ST	\$ 5,893.01	\$ -	0	0
	RECEIPTS:				
	INTERGOVERNMENTAL				
	INTEREST INCOME				
	GIFTS & DONATIONS				
	ALL OTHER REVENUES				
	TRANSFERS IN				
	ADVANCES IN				
	TOTAL BALANCE & RECEIPTS....	\$ 5,893.01	\$ -	0	
	EXPENDITURES:				
	CONTRACT SERVICES				
	MATERIALS AND SUPPLIES				
	CAPITAL OUTLAY	\$ 5,893.01	0		
	LOAN PAYMENT				
	TRANSFERS				
	ADVANCES				
	TOTAL EXPENDITURES.....				
	BALANCE, DECEMBER 31ST	\$ -	\$ -	0	0
#8607	BREAKNECK CREEK IMPROVEMENT FUND	2018	2019	2020	2021
		ACTUAL	ACTUAL	1st half actual	ESTIMATE
				2nd half estimate	
	BALANCE, JANUARY 1ST	\$ 16,132.39	\$ 16,132.39	\$ 11,972.39	\$ -
	RECEIPTS:				
	INTERGOVERNMENTAL				
	INTEREST INCOME				
	GIFTS & DONATIONS				
	ALL OTHER REVENUES				
	TRANSFERS IN				
	ADVANCES IN				
	TOTAL BALANCE & RECEIPTS....	\$ 16,132.39	\$ 16,132.39	\$ 11,972.39	\$ -
	EXPENDITURES:				
	CONTRACT SERVICES			11972.39	
	MATERIALS SUPPLIES	\$ -	4160		
	CAPITAL OUTLAY				
	LOAN PAYMENT				
	TRANSFERS				
	ADVANCES				
	TOTAL EXPENDITURES.....	\$ -	\$ 4,160.00	\$ 11,972.39	\$ -
	BALANCE, DECEMBER 31ST	\$ 16,132.39	\$ 11,972.39	\$ -	\$ -

	COMPARATIVE & EST. RECEIPTS, EXPENDITURES & BALANCES				
#8611	BERLIN LAKE TRAIL FUND	2018	2019	2020	2021
		ACTUAL	ACTUAL	1st half actual	ESTIMATE
				2nd half estimate	
	BALANCE, JANUARY 1ST	\$ 2,088.11	\$ 2,088.11	\$ 2,088.11	\$ -
	RECEIPTS:				
	INTERGOVERNMENTAL				
	INTEREST INCOME				
	GIFTS & DONATIONS				
	LOCAL GRANT				
	STATE GRANT				
	TRANSFERS IN				
	ADVANCES IN				
	TOTAL BALANCE & RECEIPTS....	\$ 2,088.11	\$ 2,088.11	\$ 2,088.11	\$ -
	EXPENDITURES:				
	CONTRACT SERVICES			2088.11	
	MATERIALS EXPENSES				
	CAPITAL OUTLAY		0		
	LOAN PAYMENT				
	TRANSFERS				
	ADVANCES				
	TOTAL EXPENDITURES.....	\$ -	\$ -	\$ 2,088.11	\$ -
	BALANCE, DECEMBER 31ST	\$ 2,088.11	\$ 2,088.11	\$ -	
#8612	UPPER CUYAHOGA BOG PRESERVE FUND	2018	2019	2020	2021
	aka Morgan Park	ACTUAL	ACTUAL	1st half actual	ESTIMATE
				2nd half estimate	
	BALANCE, JANUARY 1ST	0	\$ 4,250.27	\$ 4,250.27	\$ -
	RECEIPTS:				
	INTERGOVERNMENTAL STATE & FEDERAL GRANTS			\$ 145,087.00	
	INTEREST INCOME				
	GIFTS & DONATIONS				
	Water Resource Restoration Sponsorship				
	STATE GRANT				
	TRANSFERS IN	\$ 661,186.00			
	ADVANCES IN	\$ 148,814.00			
	TOTAL BALANCE & RECEIPTS....	\$ 810,000.00	\$ 4,250.27	\$ 149,337.27	\$ -
	EXPENDITURES:				
	CONTRACT SERVICES				
	MATERIALS				
	CAPITAL OUTLAY- Incl Land Acquisition	\$ 805,749.73			
	LOAN PAYMENT				
	TRANSFERS				
	ADVANCES RETURNED			149337.27	
	TOTAL EXPENDITURES.....	\$ 805,749.73	\$ -	\$ 149,337.27	\$ -
	BALANCE, DECEMBER 31ST	\$ 4,250.27	\$ 4,250.27	\$ 0.00	

	COMPARATIVE & EST. RECEIPTS, EXPENDITURES & BALANCES				
#8615	KENT BOG EXPANSION FUND	2018	2019	2020	2021
	Established 2016	ACTUAL	ACTUAL	1st half actual	ESTIMATE
				2nd half estimate	
	BALANCE, JANUARY 1ST	960	960	22,284	0
	RECEIPTS:				
	INTERGOVERNMENTAL				
	INTEREST INCOME				
	GIFTS & DONATIONS				
	LOCAL GRANT				
	STATE GRANT		21,324		
	FEDERAL GRANT				
	TRANSFERS IN				
	ADVANCES IN				
	REFUNDS				
	TOTAL BALANCE & RECEIPTS....	960	22,284	22,284	0
	EXPENDITURES:				
	PERSONAL SERVICES				
	MATERIALS				
	CONTRACT SERVICES			2,284	
	CAPITAL OUTLAY				
	LOAN PAYMENT				
	ADVANCES RETURNED			20,000	
	TOTAL EXPENDITURES.....	0	0	22,284	0
	BALANCE, DECEMBER 31ST	960	22,284	0	0
#8616	TINKERS CREEK GREENWAY FUND	2018	2019	2020	2021
	Established 2017	ACTUAL	ACTUAL	1st half actual	ESTIMATE
				2nd half estimate	
	BALANCE, JANUARY 1ST	280,461.01	280,461.01	10,948.94	0.00
	RECEIPTS:				
	GIFTS & DONATIONS		500.00		
	FEDERAL GRANT		300,000.00		
	STATE GRANT		1,066.08	567,000.00	
	TRANSFERS IN				
	ADVANCES IN		40,000.00		
	LOAN				
	TOTAL BALANCE & RECEIPTS....	280,461.01	622,027.09	577,948.94	0.00
	EXPENDITURES:				
	CONTRACT SERVICES				
	CAPITAL OUTLAY		611,078.15		
	MATERIALS				
	LOAN PAYMENT				
	LOAN INTEREST				
	LOAN FEES				
	ADVANCES RETURNED			577,948.94	
	TOTAL EXPENDITURES.....	0.00	611,078.15	577,948.94	0.00
	BALANCE, DECEMBER 31ST	280,461.01	10,948.94	0.00	

#8617	EAGLE CREEK GREENWAY FUND	2020	2021
	Established 2020	1st half actual	ESTIMATE
		2nd half estimate	
	BALANCE, JANUARY 1ST	0.00	0.00
	RECEIPTS:		
	GIFTS & DONATIONS	1,000.00	
	FEDERAL GRANT		
	STATE GRANT	1,143,670.00	
	TRANSFERS IN	325,000.00	
	ADVANCES IN		
	LOAN		
	TOTAL BALANCE & RECEIPTS....	1,469,670.00	0.00
	EXPENDITURES:		
	CONTRACT SERVICES	58,720.00	
	CAPITAL OUTLAY	1,410,950.00	
	MATERIALS		
	LOAN PAYMENT		
	LOAN INTEREST		
	LOAN FEES		
	ADVANCES RETURNED		
	TOTAL EXPENDITURES.....	1,469,670.00	0.00
	BALANCE, DECEMBER 31ST	0.00	

SCHEDULE A					
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX					
AS CERTIFIED BY PORTAGE COUNTY BUDGET COMMISSION					
2019					
				COUNTY AUDITOR'S	
				ESTIMATE OF TAX	
				RATE TO BE LEVIED	
		AMOUNT			
		APPROVED BY	AMOUNT TO BE		
		BUDGET COM-	DERIVED FROM	INSIDE	OUTSIDE
FUND		MISSION INSIDE	LEVIES OUTSIDE	10 M.	10 M.
NO.	FUND NAME	10 M. LIMITATION	10 M. LIMITATION	LIMIT	LIMIT
					MILLS
#8600	GENERAL OPERATING FUND	0	\$ 1,751,289	0	0.5
#8604	THE PORTAGE HIKE AND BIKE TRAIL IMPROVEMENT FUN	0	0	0	0
#8605	HEADWATERS TRAIL IMPROVEMENT FUND	0	0	0	0
#8606	DIX PARK IMPROVEMENT FUND	0	0	0	0
#8607	BREAKNECK CREEK IMPROVEMENT FUND	0	0	0	0
#8611	BERLIN LAKE TRAIL	0	0	0	0
#8612	UPPER CUYAHOGA BOG PRESERVE/MORGAN PRESERVE	0	0	0	0
#8613	FRANKLIN BOG PRESERVE FUND	0	0	0	0
#8614	RED FOX BOAT ACCESS FUND	0	0	0	0
#8615	KENT BOG EXPANSION FUND	0	0	0	0
#8616	TINKERS CREEK IMPROVEMENT FUND	0	0	0	0
#8617	EAGLE CREEK GREENWAY FUND	0			
	TOTAL	0	\$1,751,289	0	0
*	*	*	*	*	*
SCHEDULE B					
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES					
			COUNTY		
			AUDITOR'S		
			ESTIMATE OF		
		MAXIMUM	YIELD OF LEVY		
		RATE	(CARRY TO		
		AUTHORIZED	SCHEDULE A,		
FUND		TO BE LEVIED	COLUMN II)		
#8600	GENERAL OPERATING FUND	0.5 mill*	\$ 1,751,289		
#8604	TOWNER'S WOODS RAIL TRAIL IMPROVEMENT FUND	0	0		
#8605	HEADWATERS TRAIL IMPROVEMENT FUND	0	0		
#8606	DIX PARK IMPROVEMENT FUND	0	0		
#8607	BREAKNECK CREEK IMPROVEMENT FUND	0	0		
#8611	BERLIN LAKE TRAIL	0	0		
#8612	UPPER CUYAHOGA BOG PRESERVE	0	0		
#8613	FRANKLIN BOG PRESERVE FUND	0	0		
#8614	RED FOX BOAT ACCESS FUND	0	0		
#8615	KENT BOG EXPANSION FUND	0	0		
#8616	TINKERS CREEK IMPROVEMENT FUND	0	0		
#8617	EAGLE CREEK GREENWAY FUND	0	0		
	TOTAL		\$1,751,289		
*Levy authorized by voters on 05\06\2014					
Not to exceed 10 years					

RESOLUTION # 2020-

Re: Resolution approving Portage Park District expenditures for the month of May, 2020

WHEREAS: The following expenditures have been made in the month of May, 2020 in the following budget categories:

General Operating Fund #8600		
Description	Payee	Amount
Unit 30 Payroll/Personal Services	Portage County Auditor/Payroll	\$71,886.37
Unit 40 Contract Services		\$9,343.23
Admin. Contract Services- Record Courier legal ad; monthly copier lease; credit card purchases	Gatehouse Media; Konica Minolta; US Bank	\$242.35
Utilities- office phone; natural gas at garage & Morgan Park; heating oil for field office; electric at 5 locations; staff phones & devices	AT&T; Dominion; Ullman Oil Co.; Ohio Edison; Verizon Wireless	\$1,367.56
Advertising- credit card purchases	US Bank	\$745.00
Maintenance & Repairs- water well abandonment Towner's Woods and Camp Spelman; 1 portable toilet lease; structure demolition at Trail Lake Park; credit card purchases	John Joseph Blazek; Portage Portable Toilets; Luchu 4000 Inc.; US Bank	\$6,988.32
Unit 50 Materials & Supplies		\$7,232.19
Admin. Materials & Supplies- monthly copier fees; credit card purchases	Konica Minolta Business Solutions; US Bank	\$2,410.41
Uniforms- Staff uniforms	US Bank	\$768.51
Maintenance Materials & Supplies- Morgan Park tree order (Clean OH grant); credit card purchases	Portage County Soil & Water Conservation District; US Bank	\$3,524.81
Fuel- April diesel & gasoline costs	City of Ravenna	\$528.46
Unit 60 Capital Outlay – Engineering Projects		\$14,416.60
Land Purchase- The Nature Conservancy property adjacent to Trail Lake Park	Diamond Title Co.	\$900.00
Construction Project- Project Code TWGAZ Towner's Woods Gazebo Project	R2K Contracting	\$2,177.20
Engineering Projects- Towner's Woods Gazebo project; HWT Phase VII plans	Rick Hawksley Architect; Karpinski Engineering	\$11,339.40

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 May, 2020.

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

Thomas Hrdy _____

Scott McKinney _____

Allan Orashan _____

Charles Engelhart _____

I certify that the foregoing is a true copy of a resolution passed and action taken
in an open meeting on June 22, 2020

Christine Craycroft, Executive Director
Secretary to the Board of Park Commissioners

RESOLUTION 2020-

Re: Budget Appropriations Amendment II

WHEREAS: The Portage Park District needs to amend appropriations in the General Fund and the Headwaters Trail Fund to correct previous clerical errors from a previous appropriations amendment and reflect changes in the 2020 work plan, grants and capital project estimates

NOW THEREFORE BE IT

RESOLVED: That the Board of Commissioners of the Portage Park District hereby authorizes the following Budget Appropriations amendment:

<u>Fund</u>	<u>Description</u>	<u>Increase</u>	<u>Decrease</u>
GENERAL FUND #8600			
86009096*	Capital Projects	\$353,000	
86009097*	Misc and Finance Unit	\$60,000	
86009099*	Other expenses—transfers		\$60,000
TOTAL FOR GENERAL FUND		\$413,000	\$60,000
HEADWATERS TRAIL FUND #8605			
86059096*	Capital Outlay		\$30,000

Upon a motion by Orashan and seconded by Engelhart, the roll call vote was as follows:

Thomas Hrdy:

Scott McKinney:

Allan Orashan:

Charles Engelhart :

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on June 22, 2020

Christine Craycroft, Executive Director

RESOLUTION #2020-

Re: Authorizing change orders 4 and 5 for Morgan Operations Center Construction Contract

WHEREAS: The Portage Park District has entered into a contract with Roseman Building Systems, Inc. (Contractor) for renovation of a building into the Morgan Operations Center, and

WHEREAS: The Architect and Executive Director have agreed that the proposed change orders are necessary, consisting of multiple materials and labor additions and deletions, as described in the attached #4 and #5 Change Orders, NOW THEREFORE BE IT

RESOLVED: That the Board of Commissioners of the Portage Park District does hereby authorize the attached change orders to the contract with Roseman Building Systems for construction of the Morgan Operations Center: #4 in the amount of -\$393.00 and #5 in the amount of \$10,310.45, totaling \$9,917.45.

Upon a motion by _____ and seconded by _____, the roll call vote was as follows:

Thomas Hrdy: Scott McKinney:

Allan Orashan: Charles Engelhart :

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on June 22, 2020

Christine Craycroft, Executive Director

**Portage Park District
Morgan Park – Operations Center**

CHANGE ORDER

Change Order No. 04

Project: Morgan Park – Operations Center

Date: January 3, 2020

- I. The following changes are hereby made to the contract documents (attach documentation): Multiple Changes including:
- a. Delete fiberglass shower from project, but add back in floor drain and fixed shower head as proposed.
 - b. Change Open Office Ceiling from exposed to lay-in 2x2 tegular tile with 15/16" grid.
 - c. Provide and install new entry door that was originally to remain
 - d. Provide a larger window at the entry (to the next existing girt)
 - e. Replace vertical posts at landings with posts against wall and angles braces to pick up the load of the landings.

- II. The following change is made to the contract price:

Original contract price	\$ <u>469,475.00</u>
Previous change/extras	\$ <u>11,245.94</u>
This change/extra	\$ <u>-393.00</u>
Subtotal	\$ <u>10,852.94</u>
Deductions	\$ <u>0.00</u>
Net total	\$ <u>480,327.94</u>

- III. The following change is made to the contract time:


The contract time will be (increased) (decreased) by (0) zero calendar days, making the date for completion of all work March 27, 2020.

- IV. __X__ There will be no claims for damages resulting from this change.

 Claims for damages resulting from this change are anticipated for such categories as _____ and should not exceed \$ _____.

Change requested by _____
(Contractor)

Date _____

Change recommended by 
(Architect)

Date 1/3/20

Change accepted by _____
(Owner)

Date _____

Change Order Request Summary

	fixed	
Shower Change Order	\$ (1,348.00)	
Credit for Shower	\$ (1,810.00)	
Add back for Floor Drain	\$ 172.00	
Fixed Shower Head	\$ 290.00	
Sprayer Head		
Open Office Ceiling Change	\$ (1,170.00)	
Remove Cardinal/ Tectum panel ceiling	\$ (4,860.00)	
Add back 2x2 Lay-in ceiling	\$ 3,690.00	
New Entry Door	\$ 1,675.00	narrow glass
Larger Window at Entry	\$ 150.00	
Replace Posts at Stairs	\$ 300.00	
Total of selected	\$ (393.00)	



CHANGE ORDER

Date: 12/12/2019

Additional Change Requests

Project: Portage Park District – Morgan Operations Center Renovation
8505 Nicodemus Rd, Ravenna, Ohio 44266

Amount of this Change: To Be Determined Once a Shower Faucet is Selected

Pursuant to the written instruction by Sean Thompson/T Manfrass & Associates Architects, LLC, RBS General Contracting LLC proposes to perform the following change order work on the Project:

Credit for Shower: (\$1,810.00)

Add Shower Faucet (See Attached Two Options) Select One

Add Sious Chief Brass Floor Drain in Shower: \$172.00

Remove Cardinal Ceiling System(Labor, Material and Paint) in Room 07 – (\$4,860.00)

Install USG Olympia 4221 2x2 Acoustical Ceiling in Room 07 - \$3,690.00

~~Add 6'x1 1/2" Electrical Closet. Includes Metal Stud Framing, Hang/Finish 5/8" Drywall on Exterior,
(2) 2'x6" H.M Frames, Metal Doors and Keyed Lock Set - \$1,085.00~~

Install New Door and Frame at 05C – Door to Have 6" x 30" Glass Window - \$1,675.00

Remove Existing Girt, Raise to Window Head Install Girt: \$150.00

Post at Stairs Change – Delete Post, Add Bracing: \$300.00

~~Add Blocking at LVL at Existing Mezzanine: \$450.00~~

The work covered by this Additional Change Request shall be performed under the Terms and Conditions of the Contract unless otherwise stipulated herein.

OWNER'S SIGNATURE

RBS General Contracting LLC

By: _____

Print Name: _____

Its: Owner

290.00

Central Brass

COMPANY

Phone: 800.321.8630

Model# 0477-RC

Two Handle Utility Shower

FEATURES & SPECIFICATIONS

- Lever Handles
- 22-1/2" High Galvanized Riser
- 1/2-14 NPSF (Dryseal) Female Inlets
- Shower Head and Soap Dish
- 3-1/2" Centers
- 1/2" IP or copper Sweat Union Inlets

FINISHES

- RC Rough Chrome

STANDARDS

- ASME A112.18.1
- ANSI A117.1 / ADA COMPLIANT

La Vergne, TN 37086

Fax: 800.338.9414

Email: sales@centralbrass.com

www.centralbrass.com



WARRANTY

- Lifetime Limited Warranty
- Lifetime Residential Warranty
- 5 Year Commercial Warranty

0477-RC/REV. 11 2016

Product Specifications subject to change without notice

Job Name _____ Date _____

Model Specified _____ QTY _____

Customer/Wholesaler _____

Contractor _____

Architect/Engineer _____

Submitted as Shown _____

Submitted w/ Variations _____

\$ 1,985

HYDAPIPE® Surface Mounted Shower System

- ☐ 1-801S-FSB: Standard length
- ☐ 1-802S-FSB: Short length

Pressure Balancing mixing valve integral service stops and adjustable stop screw to limit handle turn. Wall/hand shower with flexible 5' metal hose, in-line vacuum breaker, wall connection and flange. 30" slide bar for hand shower mounting. Attached soap dish and top cap. Stainless steel covering to be 18 gauge with #4 brush finish.

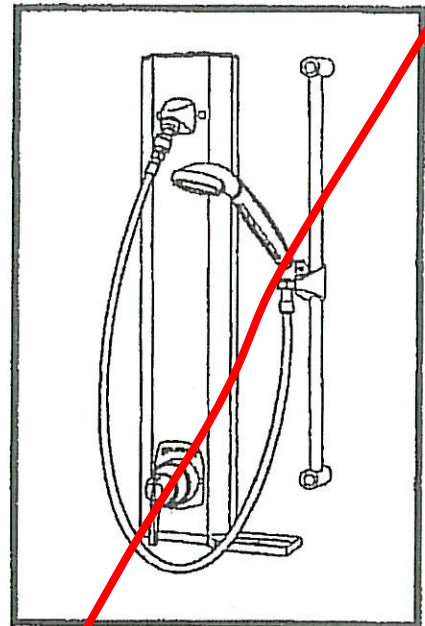
Modifications:

Add:

- ☐ **Suffix 285:** Fre-Flo, all brass, fixed spray (no ball joint)
- ☐ **Suffix 21:** Single supply, manual shut off, 4 arm handle
- ☐ **Suffix 60:** Single supply, metering shut off
- ☐ **Suffix 56:** Pressure Balance and metering combination

Delete:

- ☐ **Suffix S:** If soap dish is not required



SYMMONS PRODUCTS MEET
ANSI A112.18.1M, EPA '92
AND ALL KNOWN FLOW RATE
REQUIREMENTS.
Shower Heads and Hand Showers
2.5 GPM (9.5 L/min)

Job/Location

.....
.....

Engineer

.....
.....

Contractor

.....
.....

For ADA compliance (Americans with Disabilities Act) consult ADAAG or your state regulations for proper product choice and mounting locations.

Symmons Industries, Inc. ■ 31 Brooks Drive ■ Braintree, MA 02184
(800) 796-6667, (781) 848-2250 ■ Fax (800) 961-9621, (781) 843-3849
Website: www.symmons.com ■ Email: customerservice@symmons.com

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the smart choice™

**Portage Park District
Morgan Park – Operations Center**

CHANGE ORDER

Change Order No. 05

Project: Morgan Park – Operations Center

Date: May 1, 2020

- I. The following changes are hereby made to the contract documents (attach documentation): Multiple Changes including:
- a. Add Wall Hydrant outside of Utility Room
 - b. Remove 1 tube heater, and add one thermostat
 - c. Add Geothermal Flow Center
 - d. Ductwork to change to open ceiling in open office area.
 - e. Replace single door to barn (back building)
 - f. Frame in the Light Control Box (studs drywall, etc)
 - g. Add magnetic Lock to Back Building Door

- II. The following change is made to the contract price:

Original contract price	\$ <u>469,475.00</u>
Previous change/extras	\$ <u>10,852.94</u>
This change/extra	\$ <u>10,310.45</u>
Subtotal	\$ <u>21,163.39</u>
Deductions	\$ <u>0.00</u>
Net total	\$ <u>490,638.39</u>

- III. The following change is made to the contract time:


The contract time will be (**increased**) (decreased) by (45) forty-five calendar days, making the date for completion of all work May 11, 2020.

- IV. X There will be no claims for damages resulting from this change.

 Claims for damages resulting from this change are anticipated for such categories as _____ and should not exceed \$ _____.

Change requested by _____
(Contractor)

Date _____

Change recommended by 
(Architect)

Date 5/1/2020

Change accepted by _____
(Owner)

Date _____



CHANGE ORDER

Date: 04/10/2020

Additional Change Requests

Project: Portage Park District – Morgan Operations Center Renovation
8505 Nicodemus Rd, Ravenna, Ohio 44266

Amount of this Change: \$6,747.67

Pursuant to the written instruction by Sean Thompson/T Manfrass & Associates Architects, LLC, RBS General Contracting LLC proposes to perform the following change order work on the Project:

Request for Extension of the Contract to May 4, 2020

Plumbing: Add One Woodford Model 27 Wall Hydrant - \$550.00

Beck Electrical Changes: \$1,280.00

Removal of One Infrared Tube Heater, Power and Thermostats - \$480.00

Install One Thermostat, Supply and Install Conduit and Wire - \$800.00

Fritz Heating & Cooling Changes: \$2,330.00

Remove One Infrared Tube Heater: \$880.00

Add Geothermal Flow Center: \$1,100.00

Add Duct Work and Egg Crate Panel at the Return for ACT Ceiling in Room 07: \$350.00

Single Door for Pole Barn: \$1,567.58

Demo Door

Hollow Metal Door, Frame and Hardware:

(3) Hinges, (1) Passage Set, (1) Smoke Seal, (1) Weatherstrip, (1) Threshold

Labor to Install

Painting (White)

Total Change: \$5,727.58

10% Overhead: \$ 572.76

Total Change: \$6,300.34

5% Profit: \$ 315.02

Total Change: \$6,615.36

2% Bond: \$ 132.31

Total Change: \$6,747.67

The work covered by this Additional Change Request shall be performed under the Terms and Conditions of the Contract unless otherwise stipulated herein.

OWNER'S SIGNATURE

Print Name: _____

RBS General Contracting LLC

By: Musa Roseman

Its: Owner



CHANGE ORDER

Date: 04/13/2020

Additional Change Requests

Project: Portage Park District – Morgan Operations Center Renovation
8505 Nicodemus Rd, Ravenna, Ohio 44266

Amount of this Change: \$1,172.22

Pursuant to the written instruction by Sean Thompson/T Manfrass & Associates Architects, LLC, RBS General Contracting LLC proposes to perform the following change order work on the Project:

Box in Light Panel Main Room:

Frame in Light Control Panel
Drywall, Finish and Paint
Adjust ACT Grid/Tile

Total Change: \$995.00
10% Overhead: \$ 99.50
Total Change: \$1,094.50
5% Profit: \$ 54.73
Total Change: \$1,149.23
2% Bond: \$ 22.99
Total Change: \$1,172.22

The work covered by this Additional Change Request shall be performed under the Terms and Conditions of the Contract unless otherwise stipulated herein.

OWNER'S SIGNATURE

RBS General Contracting LLC

By: Melissa Roseman

Print Name: _____

Its: Owner



CHANGE ORDER

Date: 04/13/2020

Additional Change Requests

Project: Portage Park District – Morgan Operations Center Renovation
8505 Nicodemus Rd, Ravenna, Ohio 44266

Amount of this Change: \$2,390.56

Pursuant to the written instruction by Sean Thompson/T Manfrass & Associates Architects, LLC, RBS General Contracting LLC proposes to perform the following change order work on the Project:

Add Mega Lock to Rear Building Man Door

Total Change: \$2,029.15
10% Overhead: \$ 202.92
Total Change: \$2,232.07
5% Profit: \$ 111.61
Total Change: \$2,343.68
2% Bond: \$ 46.88
Total Change: \$2,390.56

The work covered by this Additional Change Request shall be performed under the Terms and Conditions of the Contract unless otherwise stipulated herein.

OWNER'S SIGNATURE

RBS General Contracting LLC

By: Melissa Rozeman

Print Name: _____

Its: Owner

RESOLUTION #2020

Re: Award of contract for Trail Lake Park Trailhead and Trails Construction

WHEREAS Portage Park District owns the Trail Lake Park property in Streetsboro, and intends to develop the property for public park purposes, and

WHEREAS the project consists of a concrete trailhead connecting the parking lot to restrooms and a handicapped accessible trail and access to the lake. It was designed and advertised for bidding with the revised engineer's cost estimate of:

Base Bid: \$ _____
Alternate 1 limestone trail: \$ _____
Alternate 2 chip and seal trail: \$ _____
Alternate 3 asphalt trail: \$ _____

WHEREAS Bids were received and opened on June 19, 2020 with the low bid from _____ for

Base Bid: \$ _____
Alternate 1 limestone trail: \$ _____
Alternate 2 chip and seal trail: \$ _____
Alternate 3 asphalt trail: \$ _____

WHEREAS The Base Bid and Alternate #__ totaling \$ _____ from bidder _____ is below 110% of the engineer's cost estimate, and

WHEREAS project engineer Dustin Doherty of Civil and Environmental Consultants, Inc., has reviewed the bid and contractor's qualifications and recommends award to _____, **NOW, THEREFORE BE IT**

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

1. The contract for construction of the Trail Lake Park Trailhead and Trails Construction Project as described in the bid specifications advertised, shall be awarded to _____. for an amount up to \$ _____ consisting of the base bid plus Alternate _____.
2. Operations Manager Craig Alderman shall serve as the Park District's required prevailing wage coordinator for this project.

Upon a motion by _____ - and seconded by _____, the roll call vote was as follows:

Thomas Hrdy: Scott McKinney:

Allan Orashan: Charles Engelhart :

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on June 22, 2020

Christine Craycroft, Executive Director

RESOLUTION 2019-

re: Adoption of Tax Budget for Fiscal Year 2021

WHEREAS, the 2021 Estimated Tax Budget of the Portage Park District was on display for public viewing at the offices of the Park District and Portage County Auditor prior to the public hearing; and

WHEREAS: a public hearing on the Fiscal Year 2021 Tax Budget for the Portage Park District was held after being duly publicized to a newspaper of general circulation as required by Ohio Revised Code Section 5705.30 10 days prior to the hearing and Budget adoption; NOW, THEREFORE BE IT

RESOLVED: that the Portage Park District Tax Budget for 2021 is hereby adopted in the total amount of \$_____ in expenditures and that a copy of this resolution and two copies of the budget be forwarded to the County Auditor, and be it further

RESOLVED: that the Board of Commissioners of the Portage Park District finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law including Section 122.22 of the Ohio Revised Code.

Upon a motion by _____ and seconded _____, the roll call vote was as follows:

Thomas Hrdy:

Scott McKinney:

Allan Orashan:

Charles Engelhart :

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on June 22, 2020

Christine Craycroft, Executive Director

RESOLUTION #2020

Re: Authorizing Donation of Conservation Easement on Eagle Creek Greenway I to Western Reserve Land Conservancy

WHEREAS: The Portage Park District has a purchase agreement and has been awarded a Clean Ohio Conservation Fund grant for the acquisition of two parcels of land along Eagle Creek in Hiram Township, identified as the Eagle Creek Greenway Phase I, and

WHEREAS: As part of the grant application process, the Park District pledged to place a conservation easement on the acquired parcels, and the Western Reserve Land Conservancy agreed to accept a donation of a conservation easement, and

WHEREAS: The Western Reserve Land Conservancy requests at Stewardship Endowment of \$7,500 to accompany the conservation easement for the purpose of funding the inspection and defense of the easement in perpetuity, and

WHEREAS: The Western Reserve Land Conservancy has provided the attached Donation Agreement

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Portage Park District hereby authorizes the Executive Director to enter into the attached Donation Agreement with the Western Reserve Land Conservancy for the Park District's donation of a conservation easement on the Eagle Creek Greenway Phase I project in Hiram Township, Ohio as part of the Eagle Creek Greenway Phase I Clean Ohio Greenspace Conservation Fund project.

Upon a motion by _____ and seconded by _____t, the roll call vote was as follows:

Thomas Hrdy:

Scott McKinney:

Allan Orashan:

Charles Engelhart :

I certify that the foregoing is a true copy of a resolution passed and action taken in an open meeting on June 22, 2020

Christine Craycroft, Executive Director

DONATION OF CONSERVATION EASEMENT AND STEWARDSHIP ENDOWMENT

This agreement for the **DONATION OF A CONSERVATION EASEMENT AND STEWARDSHIP ENDOWMENT** (this “**Agreement**”) is made and entered into between **WESTERN RESERVE LAND CONSERVANCY**, an Ohio nonprofit corporation (“**Donee**”), and Portage Park District, a park district formed under the authority of Chapter 1545 of the Ohio Revised Code (“**Donor**”), on the latest date set forth below (the “**Effective Date**”).

WITNESSETH:

WHEREAS, Donor is the owner of real property totaling approximately 350 acres and located on State Route 82 in Hiram Township, Portage County, Ohio (the “**Property**”), known as permanent parcel numbers 21-037-00-00-013-000 and 21-037-00-00-013-015 and depicted on ***Exhibit A*** attached hereto; and

WHEREAS, the Property contains natural resources that Donor and Donee have determined are worthy of conservation and permanent protection for the benefit of Donor, the local community and future generations; and

WHEREAS, Section 5301.67 of the Ohio Revised Code provides, in relevant part, for the creation of conservation easements for “the public purpose of retaining land, water, or wetland areas predominantly in their natural, scenic, open, or wooded condition, including, without limitation, the use of land in agriculture”; and

WHEREAS, Donee is a publicly supported, nonprofit organization incorporated under the laws of the State of Ohio which is qualified under Sections 501(c)(3) and 170(h) of the Internal Revenue Code of 1986, 26 U.S.C. Section 1361 *et seq.*, and whose primary purpose is the protection, preservation and enhancement of undeveloped land to protect the aesthetic, agricultural, recreational, cultural, educational, scientific and natural resources thereof; and

WHEREAS, Donee is a charitable organization organized for the purposes described in Section 5301.69(B) of the Ohio Revised Code and as such is entitled to acquire and hold conservation easements for the specific purposes set forth herein; and

WHEREAS, Donor intends to grant to Donee, a conservation easement (as such term is defined in Section 5301.67(A) of the Ohio Revised Code) on a portion of the Property totaling approximately 311 acres and depicted on ***Exhibit A***, with such conservation easement to be drafted by Donee and the specific terms of which will be negotiated by and between Donor and Donee (the “**Conservation Easement**”).

AGREEMENT:

NOW, THEREFORE, in consideration of the promises and mutual covenants contained herein and other valuable consideration, the parties agree that the foregoing recitals are incorporated herein and as follows:

1. **Donation of Conservation Easement.** Donor and Donee shall mutually review and determine the conservation purposes for which the Conservation Easement would be granted and the Property’s suitability for a Conservation Easement. In the event the parties determine that the Property is suitable, and upon satisfaction of *Donee’s Contingencies* set forth in paragraph 2 and *Donor’s Contingency* set forth in paragraph 3, Donor hereby agrees to grant the Conservation Easement to Donee and Donee agrees to accept said Conservation Easement.

2. **Donee’s Contingencies.** Donee’s obligation to accept the Conservation Easement shall be contingent upon (a) Donee’s receipt and acceptance of (i) a title commitment evidencing the status of title to the Property (the “**Title Commitment**”), (ii) the results of any inspections of the Property that Donee may cause to be performed (“**Property Inspections**”), (iii) the results of any surveys that Donor may cause to be performed of the Property (the “**Survey**”) in order to facilitate the donation of the Conservation Easement, (iv) Donor’s performance of Donor’s obligations under this Agreement, and (b) approval of the terms of the Conservation Easement by Donee’s staff, board of trustees and legal counsel.

3. **Donor's Contingency.** *Donor's obligation to proceed with the donation of the Conservation Easement is subject only to Donor's complete satisfaction, in Donor's sole discretion, with the terms and conditions contained within the final Conservation Easement draft.* As such, Donor shall have the right to terminate this Agreement for any reason or no reason at all by notifying Donee in writing of Donor's decision not to proceed.

4. **Costs.** In connection with the implementation of this Agreement and the Conservation Easement, the costs related thereto shall be paid as follows:

- Donor – Appraisal (if any); costs to discharge or subordinate any mortgages, liens, or other encumbrances on the Property; Survey (if any); closing costs and recording fees related to the Conservation Easement (to the extent such costs and fees exceed \$2,500); and, Donor's legal fees
- Donee – Title Commitment; closing costs and recording fees related to the Conservation Easement (up to \$2,500) and Donee's legal fees

5. **Stewardship Endowment.** In consideration of the perpetual obligations Donee will assume in the event the transaction contemplated hereby is concluded, Donor shall make a contribution to Donee in an amount of not less than Seven Thousand Five Hundred and 00/100 Dollars (\$7,500.00) (the "***Stewardship Endowment***"). Said Stewardship Endowment shall be used by Donee for the payment of administrative and legal costs associated with the Conservation Easement and the perpetual monitoring and defense of conservation easements in general. The Stewardship Endowment shall be contributed at the closing of this transaction.

6. **Representations and Warranties of Donor.** Donor represents and warrants that (a) Donor is the owner of the Property, or will be the owner of the Property at the time the Conservation Easement is granted to Donee, (b) Donor has full power and authority to enter into this Agreement and to grant the Conservation Easement, (c) Donor has been advised by Donee to consult legal and/or tax advisors regarding the donation of the Conservation Easement, (d) Donor has had sufficient time and opportunity to consult with such advisors, (e) Donor is not aware of any actions, suits or proceedings against Donor that would adversely affect the granting of the Conservation Easement or the Property, and (f) except as set forth in the Title Commitment, there are no other parties that have legal or equitable interests in the Property or who are entitled to use or possess the Property, or any part thereof.

7. **Mutual Right of Termination Until Closing.** This Agreement contains the general terms and conditions of Donor's ***voluntary*** donation of the Conservation Easement and Donee's conditional acceptance of that Conservation Easement. Such terms and conditions are intended to be binding if, and only if, ***both*** Donor and Donee decide to proceed to closing and the consummation of the donation. If either party should decide to do so, they may terminate this Agreement, *for any reason or no reason at all*, prior to the closing. Upon any such termination, the parties shall bear their own respective costs and shall have no further obligation to each other hereunder.

DONOR:

DONEE:

PORTAGE PARK DISTRICT

WESTERN RESERVE LAND CONSERVANCY

By: _____

By: _____

Christine Craycroft

Richard D. Cochran

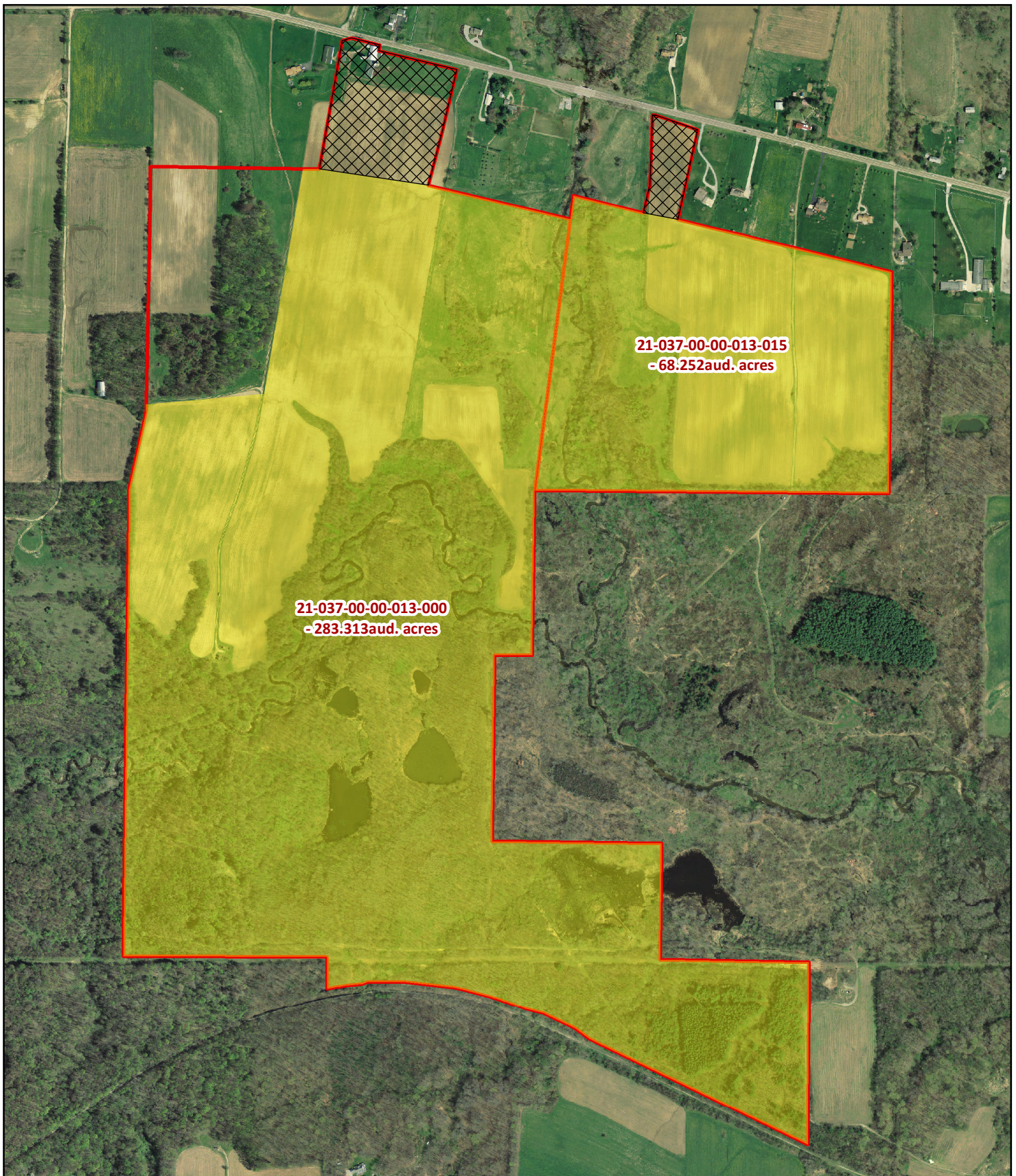
Its: Executive Director

Its: President

Date: _____

Date: _____

EXHIBIT A



440 0 440 880
Feet



Western Reserve
Land Conservancy
OUR LAND. OUR LEGACY

Aerial View



Tax Parcels 351.565 Auditor Acres



Excluded Acres ~14 acres



CE Boundary ~311 acres

2006 Aerial Photo (OSIP)
Map Created 5/20/2020 cs

RESOLUTION #2020

Re: Cash Transfer to Eagle Creek Greenway Fund

- WHEREAS: The Portage Park District has been awarded two Clean Ohio Greenspace Conservation grants in the amount of \$1,143,670 for the acquisition and improvement of the Eagle Creek Greenway Phase I A/IB, and
- WHEREAS: Portage Park District's required local cash match to the grants is \$324,780, and
- WHEREAS: The Portage Park District must have cash in the Eagle Creek Greenway Fund 8617 to complete the due diligence and acquisition, NOW THEREFORE BE IT

RESOLVED that the Board of Commissioners of the Portage Park District hereby authorizes the following CASH TRANSFER from the General Fund to the Eagle Creek Greenway Fund as its local match for Clean Ohio Conservation Fund grants.

CASH TRANSFER

\$325,000 from General Fund 86009099 910000 to Eagle Creek Greenway Fund 86179092 280000

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

Thomas Hrdy _____

Scott McKinney _____

Allan Orashan _____

Charles Engelhart _____

I certify that the foregoing is a true copy of a resolution passed and action taken
in an open meeting on June 22, 2020

Christine Craycroft, Executive Director
Secretary to the Board of Park Commissioners