

City of Circleville
Park Commission
104 E. Franklin St.
Circleville, OH 43113
740-477-8224

Wednesday, September 3, 2025
City Council Chambers

Minutes

This is an overview of minutes. Full digital recording is available on City Website.

Members Present: Richie Verito, Beth Mason and Clerk Suzanne Channell. Megan Travis was excused.

Beth Mason called meeting to order at 4:30 pm.

Roll Call. Megan Travis was excused.

Approval of Minutes:

Richie Verito made a motion to approve the August meeting minutes as well as the special meeting that took place in August. Beth Mason seconded. All in favor, minutes recorded as they are.

President's Report: N/A

Service Director's Report:

Jim Stanley said the new Ted Lewis Shelter House bids are due September 12th for the rebid. He also said the City is moving forward with the next phases of design for Barthelmas Park.

New Business:

The first item on the agenda was the criteria / strategy for waiving fees for the use of the Starkey Pavilion. Richie made a motion to table this due to only being two members present. Beth Mason seconded that, motion carried.

Teresa Riffle spoke about the Parkinson's Walk for a Cure they will be having on April 25, 2026. She requested to have the Starkey Pavilion fees waived for Friday, April 24, 2026 from 4p – 9p and also for Saturday, April 25, 2026 from 9a – 2p. Richie made a motion to table this until they can discuss the criteria / strategy for waiving Starkey Pavilion fees. Seconded by Beth Mason. Item tabled.

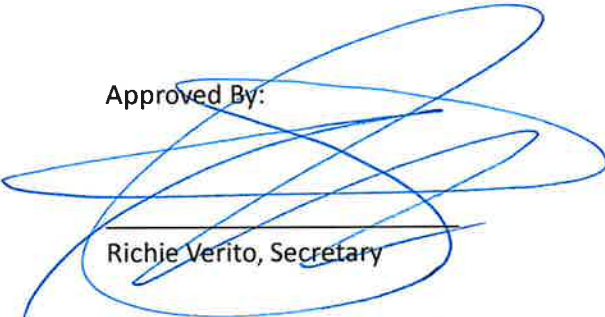
Hannah Wynne asked for permission to apply for a grant to install (4) water bottle filling stations at the parks. There will be (2) at Barthelmas, (1) at Mary Virginia and (1) at Ted Lewis. Richie made a motion to approve this, seconded by Beth. Motion carried.

The next item on the agenda was the Pumpkin Show Parking at Ted Lewis Park. All leagues had a member sign off on the schedule. There was some discussion about where the cars were allowed to park. Beth Mason made a motion to approve this schedule with the condition that they only park cars in the designated areas. Richie seconded the motion. Motion carried.

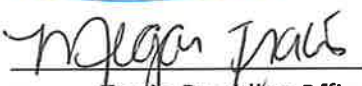
Beth Mason spoke and stated her time on the Park Commission has come to an end and she is resigning from her position effective tonight. She stated she would submit a letter of resignation to Suzanne on Thursday, September 4th.

Beth Mason made a motion to adjourn, seconded by Richie Verito. Meeting adjourned at 4:44 pm.

Approved By:



Richie Verito, Secretary



Megan Travis, Presiding Officer