

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

Wednesday, January 7, 2026
City Council Chambers

Minutes

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

Members Present: Richie Verito, Megan Travis, Eugene Ragland and Clerk Suzanne Channell.

Megan Travis called meeting to order at 4:30 pm.

Roll Call.

Approval of Minutes:

Richie made a motion to approve December 2025 meeting minutes, seconded by Eugene. All in favor.

President's Report: N/A

Service Director's Report:

Jim Stanley said the City is continuing to clean up the N. Pickaway St. park for invasive species and will continue through winter.

New Business:

Election of Officers for 2026 was the first item on the agenda. Richie Verito made a motion for Megan Travis to remain President, seconded by Eugene. All in favor. Megan Travis made a motion for Richie to be Vice-President, seconded by Eugene. All in favor again. Richie made another motion for Eugene to be Secretary, seconded by Megan. All in favor, motions carried.

The next item on the agenda was General Request #1-26 for a permanent location and outlet for the holiday house in Ted Lewis as requested by Shawna Hartsaugh with Uptown Circleville. She said they have a mobile home that is difficult to move and they have looked at other locations but feel Ted Lewis would be the best option for them. She said it could be used for other events as well. She also asked for electrical outlets for additional lights. Richie told Shawna she needs to get with the Service Department about this first.

General Request #2-26 as requested by Tom Davis with the Pickaway County Pickleball Association. He said he met with the Park Commission in November regarding adding additional pickleball courts at Barthelmas Park and they now have a plan to put (3) additional courts in and possibly a shelter house. The basketball court needs to be moved for this to happen. He said they had raised \$100,000 but raised an additional \$30,000 so they now have \$130,000.

Jim Stanley said the layout of the courts was good and the basketball court needs replaced anyway. Jim said they could eliminate the current basketball court and put a legit size court in like what was done at Emerine Park.

Richie asked if the City had money for a new court and Jim said he could set money aside for it. Megan wanted to know where the money would come from and Jim said from the 206 Parks account. Megan then asked if the shelter house would be available for anyone to use and Jim said it would be Barthelmas Park's shelter house for anyone to use. Megan wanted to know how long for the basketball court to be replaced. Jim said he couldn't answer that.

Jim said they should hold off on making a motion on this until the next meeting.

The next item on the agenda was Request to Waive Starkey Pavilion Fees #1-26 as requested by the Alzheimer's Association. Sister Monica Justinger was there to ask for the fees to be waived for their Walk to End Alzheimer's. This is for funds that are used locally for patients and caregivers. There was discussion about whether or not this was a fundraising event which is not an option for waiving fees according to the current criteria set by the Park Commission. Richie said the fees cannot be waived since this is a fundraising event.

Megan said the Park Commission needs to look at the criteria again. She said they are raising funds but offering support to the local community which should be considered.

Request to Waive Starkey Pavilion Fees #2-26 as requested by Steve and Teresa Riffle with Parkinson's Walk for a Cure. They said the funds they raise supports caregivers and patients. Richie said they would table this application for now until they revisit the criteria for waiving fees. Sister Monica asked if her application could be waived as well, Richie said yes.

Old Business:

Criteria for waiving Starkey Pavilion fees was revisited. After discussion between the Commission, it was decided to eliminate fundraisers not getting a discount from the criteria.

Richie made a motion to eliminate not giving discounts to fundraisers from the fee waiving criteria (line# 4), seconded by Megan. All in favor. Motion carried.

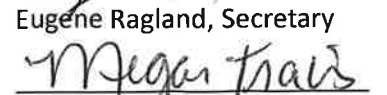
Richie made a motion to approve a 50% discount for the Starkey Pavilion for the Parkinson's Walk for a Cure. Seconded by Megan. All in favor.

Richie made a motion to give a 50% discount to the Alzheimer's Association for the Starkey Pavilion, seconded by Eugene. All in favor, motion carried.

Richie made a motion to adjourn, seconded by Eugene. Meeting adjourned at 5:25 pm.

Approved By:


Eugene Ragland, Secretary


Megan Travis, Presiding Officer