

**Regular Meeting Minutes
Centerville-Washington Park District
February 20, 2017**

I. CALL TO ORDER

A regular meeting of the Board of Park Commissioners of the Washington Township Park District, also known as the Centerville-Washington Park District, was held at Park Headquarters. The meeting was called to order at 7:09 P.M. with the following attending: Commissioners Lee, Monahan and Sánchez; Mr. Biondo, Director; Mr. Carter, Operations Manager; Mr. Meyer, Projects Manager; Ms. Marks, Program Manager; and Ms. Osif, Business Manager. Notice of this meeting was sent to the Dayton Daily News on February 16, 2017 and was posted on the Park District web site, www.cwpd.org.

II. CHANGES OR ADDITIONS TO THE AGENDA (additions to agenda for discussion purposes only)

No changes or additions were made.

III. APPROVAL OF MINUTES

The minutes of the January 17, 2017 work session and regular meeting were approved by Board Consensus.

IV. VISITORS

Members of Girl Scout Troop 32347 made a Power Point presentation about their seed nursery project. The Scouts harvested seeds from the seed nursery at the Smith House and planted them at Cherry Hill Park. One quarter acre at the park will be transformed to a pollinator habitat.

V. EXECUTIVE SESSION—Land purchase

Executive Session recommended for the purpose of discussing land purchase and personnel issues ORC 121.22(G). Commissioner Lee made a motion to enter Executive Session for land purchase, roll Call Vote: Sánchez – Aye, Lee – Aye, Monahan - Aye

Board moved to Executive Session at 7:20 P.M.

Upon Return at 7:34 P.M., President Monahan stated *“We are now back on record”*

VI. FISCAL

A. January 31, 2017 General Fund Financial Report:

	2017 Budget & Carryover	2017 YTD	% of Budget
Revenue			
Property Taxes	4,683,612.00	39,545.59	0.8%
Interest	30,000.00	7,196.89	24.0%
Donations	6,000.00	108.82	1.8%
Program	170,000.00	1,966.00	1.2%
Other	30,000.00	15,721.55	52.4%
	\$4,919,612.00	\$64,538.85	1.3%

Expenditures

2 - Park Improvements	5,574,057.63	52,706.63	0.9%
3 - Operations	785,196.09	46,161.61	5.9%
4 - Equipment	233,086.48	17,827.10	7.6%
5 - Payroll	2,310,825.50	144,449.05	6.3%
6 - Prof. Services	214,682.97	2,090.50	1.0%
7 - Utilities and Fees	338,937.16	12,914.99	3.8%
8 - Office Operations	127,973.43	5,266.13	4.1%
9 - Programs	96,772.88	2,673.10	2.8%
10 - Matching Funds	26,300.00	1,300.00	4.9%
12- Bill Yeck	0.00	0.00	0.0%
11 - Transfers - out	4,100.00	478.40	11.7%
13 - Advances - out	0.00	0.00	0.0%
Total expenditures	<u>\$9,711,932.14</u>	<u>\$285,867.51</u>	2.9%
Net +/-		<u><u>-\$221,328.66</u></u>	

B. January 31, 2017 Investment Report:

	Fifth Third Bank	STAR Ohio	STAR Plus	CD's	Total
General Fund	\$2,852,996.31	\$2,561,474.71	0.00	\$1,960,007.05	\$7,374,478.07
Park Improvement Fund	23,537.17	0.00	0.00	0.00	23,537.17
Land Acquisition Fund	24,294.06	701,327.39	17,661.20	0.00	743,282.65
Debt Service Fund	0.00	0.00	0.00	0.00	0.00
Yeck Nature Fund	40,998.03	0.00	0.00	0.00	40,998.03
Total	<u>\$2,941,825.57</u>	<u>\$3,262,802.10</u>	<u>\$17,661.20</u>	<u>\$1,960,007.05</u>	<u>\$ 8,182,295.92</u>

C. Approval of Bills:

Commissioner Lee made the motion, and the Commission approved, authorizing bill payment for January 2017.

VII. BUSINESS
A. Payment of old invoices—Flora Contracting

Commissioner Sánchez made the motion, and the Board approved, authorizing payment to Flora in the amount of \$25,770.78 for retainage on past projects.

B. Resolution to Apply for State OPWC Clean Ohio Grant

Commissioner Sánchez made the motion, and the Board approved, to adopt the OPWC Clean Ohio Fund grant resolution.

C. Contract with BWSC for civil engineering and construction documents for Forest Field

Commissioner Lee made the motion, and the Board approved, to contract with Barge Waggoner Sumner and Cannon, Inc., for the Forest Field improvement construction drawings and specifications in the amount of \$65,900 and to allow Director Biondo to sign all related documents.

D. Purchase orders for truck and mower

Commissioner Sánchez made the motion, and the Board approved, authorizing purchase orders in the amount of \$29,785.50 and \$39,768.04 for the purchase of a truck and mower.

VIII. DIRECTOR'S REPORT

1. Information was presented regarding the 2.0 tax levy and whether it should be renewed or replaced. Commissioners would like to get the opinion of the levy committee Treasurer Kim Birdseye.
2. Director Biondo asked the Board their thoughts on “no smoking” at playgrounds and youth programs/events. The Commissioners agree with the concept and would like to start a temporary awareness campaign on social media.
3. The acquisition of the Voss property has renewed the debate regarding the Village South/IH Trail connection. Director Biondo stated he would re-open talks with the involved parties.

IV. DEPARTMENT REPORTS

In lieu of Department Reports, Managers will present a progress report of the Strategic Plan goals through December 2016, during the Work Session meeting.

X. COMMISSIONERS COMMENTS

Commissioner Sánchez encouraged Park District staff to visit Russ Nature Preserve in Beavercreek. Staff may get ideas they can bring back to our parks.

XI. ADJOURNMENT

Mr. Monahan adjourned the meeting at 8:34 P.M.

A Board work session will be held March 13, 2017 at 6:00 P.M. followed by a regular meeting at 7:00 P.M. at Park Headquarters, 221 N. Main St, Centerville.

Approved:

Daniel Monahan, President

Attested:

David R. Lee, Secretary