

**Regular Meeting Minutes
Centerville-Washington Park District
May 8, 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 7:02 P.M. with the following attending: Commissioners Lee, Monahan and Sánchez; Mr. Biondo, Director; Mr. Carter, Operations Manager; Ms. Marks, Program Manager. Notice of this meeting was sent to the Dayton Daily News on May 5, 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

President Monahan asked that the April 10, 2017 Work Session minutes be corrected to specify that the Watkins Glen Park bridge would be “for pedestrian and small mowers and equipment.” Corrected minutes to be represented at the June meeting.

The minutes of the April 10, 2017 Regular Business Meeting were approved by Board Consensus.

IV. VISITORS

Teresa and Brian Feldmeyer, 5978 Terrace Park Drive: Expressed their dismay that the old Hithergreen Center site was going to be sold to a homebuilder and not become a park. Asked the Board if the district would or could still be able to make it a park.

V. EXECUTIVE SESSION

No executive session was held.

VI. FISCAL

A. April 30, 2017 General Fund Financial Report:

	2017 Budget & Carryover	2016 YTD	% of Budget
Revenue			
Property Taxes	4,683,612.00	2,277,111.60	48.6%
Interest	30,000.00	19,328.96	64.4%
Donations	6,000.00	601.21	10.0%
Program	170,000.00	63,228.00	37.2%
Other	30,000.00	21,494.90	71.6%
	\$4,919,612.00	\$2,381,764.67	48.4%
Expenditures			
2 - Park Improvements	5,574,057.63	76,551.27	1.4%
3 - Operations	785,196.09	188,188.74	24.0%
4 - Equipment	233,086.48	72,917.56	31.3%
5 - Payroll	2,310,825.50	589,793.78	25.5%



6 - Prof. Services	214,682.97	19,331.61	9.0%
7 - Utilities and Fees	338,937.16	107,523.87	31.7%
8 - Office Operations	127,973.43	32,675.35	25.5%
9 - Programs	96,772.88	15,202.90	15.7%
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	2,007.73	49.0%
13 - Advances - out	0.00	0.00	0.0%
Total expenditures	<u>\$9,711,932.14</u>	<u>\$1,105,492.81</u>	11.4%
Net +/-		<u><u>\$1,276,271.86</u></u>	

B. April 30, 2017 Investment Report:

	Fifth Third Bank	STAR Ohio	STAR Plus	CD's	Total
General Fund	\$2,308,225.21	\$4,770,588.85	0.00	\$1,960,007.05	\$9,038,821.11
Park Improvement Fund	13,917.81	0.00	0.00	0.00	13,917.81
Land Acquisition Fund	1.43	696,102.40	17,685.41	0.00	713,789.24
Debt Service Fund	0.00	0.00	0.00	0.00	0.00
Yeck Nature Fund	40,998.45	0.00	0.00	0.00	40,998.45
Total	<u>\$2,363,142.90</u>	<u>\$5,466,691.25</u>	<u>\$17,685.41</u>	<u>\$1,960,007.05</u>	<u>\$ 9,807,526.61</u>

C. Approval of Bills:

Commissioner Lee made the motion, and the Commission approved, authorizing the April 2017 financial report and bills for payment.

VII. BUSINESS

A. Action to approve purchase contract for Maintenance Facility property and building.

Commissioner Lee made the motion, and the Commission approved, authorizing a purchase contract in the amount of \$975,000 for the building located at 354 Congress Park Drive, Centerville, OH.

B. Appointment of Commissioner/Vote on 2017-2018 Board Officers

Commissioner Lee made the motion, and the Commission approved, to elect Dan Monahan, President, David Lee, Vice-President, and Lucy Sanchez, Secretary of the Board of Park Commissioners and authorizing the Board of Park Commissioners to act as a committee of the whole to be Fiscal Officer **effective May 8, 2017.**

C. Ash Tree Removal Contract

Commissioner Sánchez made the motion, and the Commission approved, authorizing a purchase order in the amount of \$220,000 to contract with Tree Care, Inc., for tree felling and removing.

VIII. DIRECTOR'S REPORT

1. Staff is weighing options for submitting one or more application for the fall cycle of the Clean Ohio grant program.
2. June agenda topics of note—Architect selection for maintenance facility; and, resolution to place levy question on fall ballot.
3. Shared increased frequency and depth of coordination with Township recreation center staff.

IV. DEPARTMENT REPORTS

1. **Program:** Manager Marks reviewed items on the written report; highlighted efforts to get activity ideas from teens via programmer, Christian Johnson.
2. **Operations:** Manager Carter highlighted the progress of the Donnybrook Park fen, noting the sighting of animal life along with the blossoming of the wetland plants. Also highlighted was the planting of 1000's of native plants at Mays Park by volunteers on Earth Day. Volunteers had harvested the seeds in 2016; a local nursery planted the seeds and grew the plants at no cost to the District in their greenhouse over the winter.
3. **Projects & Planning:** Manager Meyer noted that he had met and talked with 4 bridge manufacturers at the International Trail Symposium, held in Dayton. Also, upon viewing the picture of a pre-cast concrete washroom building for Forest Field, the Board consensus was to pursue such a structure instead of a built-on-site version.
4. **Business:** Commissioner Monahan asked that staff verify that recent hacking of the website could not lead to access to other information.

X. COMMISSIONERS COMMENTS

Commissioner Lee asked staff to revisit changes in drone-flying regulations, and to update District rules and communication accordingly. Commissioner Sanchez asked that staff investigate the Yeck blue bird box meadow in regards to path layout.

XI. ADJOURNMENT

Mr. Monahan adjourned the meeting at 8:45 P.M.

A Board work session will be held June 12, 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:

Lucy Sanchez, Secretary