



**Regular Meeting
Centerville-Washington Park District
April 6, 2015**

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 7:00 P.M. with the following attending: Commissioners Lee, Monahan, and Sánchez; Mr. Biondo, Director; Mr. Carter, Operations Manager; Mr. Meyer, Development Manager; Ms. Marks, Program Manager and Ms. Osif, Business Manager. Notice of this meeting was sent to the Dayton Daily News on April 2, 2015 and was posted on the Park District web site, www.cwpd.org.

II. APPROVAL OF MINUTES

The minutes of the March 9, 2015 work session and regular meeting were approved by Board Consensus.

III. VISITORS

There were no visitors at this meeting.

IV. FISCAL

A. Approval of Bills:

Commissioner Sánchez made the motion, and the Commission approved, authorizing bill payment for March, 2015

V. BUSINESS

A. LWCF Grant Resolution-Activity Center Perimeter Trail Commissioner Monahan made the motion, and the Commission approved, to pass Resolution 2015-04, authorizing the submittal of an application for Ohio Department of Natural Resources LWCF Grant.*

B. Nature Works Grant Resolution-Mays Park Playground Surface and Equipment Commissioner Monahan made the motion, and the Commission approved, to pass Resolution 2015-05, authorizing the submittal of an application for an Ohio Department of Natural Resources Nature Works Grant.*

*for 2016 installation

C. Approval of Pay for Seasonal Workers beyond range Commissioner Monahan made the motion, and the Commission approved, to exceed the pay range for Seasonal Operation Technician II employees Frank Bachnicki (\$17.57/hr) and Bruce Holroyd (\$17.06/hr), effective first day of reactivation, 2015.

D. Weatherstone/Holes Creek Easements with Hills Properties Commissioner Sánchez made the motion, and the Commission approved, to enter into the easement contracts with Hills Properties Co. for both Weatherstone Park and "Holes Creek Trail" and, to authorize Director Biondo to sign the Weatherstone contract after Hills Properties Company signs the easement agreement for the Holes Creek Trail.

VI. COMMISSIONERS COMMENTS

Commissioner Sánchez commented that she is happy the Park District pursued the National Wildlife Foundation certification for natural areas in Oak Creek South and Oak Grove Parks. She also asked how the prairie burns went.

Commissioner Monahan mentioned that he was approached by a resident regarding the creek crossings at Bill Yeck Park. He wondered if we could install bigger rocks to make the secret meadow more accessible after heavy rains. He also wanted to recognize Jen Brandt for a job well done as she gets so many positive comments in the log.

Commissioner Lee commented on the following issues:

- A crossing for Watkins Glen Park creek
- An obstacle course being added to one of our parks
- Upscale toilets at Oak Grove Park
- The wall ball wall at Mays Park needing landscaping and perhaps a CWPD logo
- Timeline for Holes Creek Trail completion
- Bocce ball being added to one of our parks
- Possible partnerships with the Noon Optimists such as bocce ball or obstacle course
- Security cameras at the dog park

VII. DIRECTOR'S REPORT

- A. Accessibility Assessment.** The Committee of Grant George, Tim Holtz, Erin Morley and Jen Brandt have reviewed the Qualifications submittals of five consulting companies. They have recommended Recreation Accessibility Consultants, and we will now negotiate the fee and details.
- B. Contract with Sheriff.** The Contract has been re-written with the changes as requested by the Board. It has gone to the District legal counsel for review. Start date is April 15. Also, the Sheriff's Captain who runs the Washington Township Sheriff's office and operation agrees that we could work together to come up with an auxiliary type of program to supplement the patrol of parks. His indications were that he and his officers would be gladly willing to provide some of the training. We'll prepare with an eye toward 2016.
- C. Internship Agency.** This past month, we have initiated contacts with Bowling Green State and Ohio Universities for the purpose of re-establishing student internships with those schools. The teachers at both schools were quite open and receptive to our proposals. Since the visit, both schools have provided their internship manuals. Kristen Marks and her crew are proceeding with finalizing our status.
- D. Looking Towards May Meeting:**
1. Hope to have a written agreement to use Financial South parking lot for Little Woods Park for Board approval.
 2. Decision time on skate park improvements
 3. Commissioner Appointment via Court of Common Pleas
 4. Commissioners select officers for 2015-2016

VIII. STAFF REPORTS

IX. EXECUTIVE SESSION

No recommendation for Executive Session.



X. ADJOURNMENT

Mr. Lee adjourned the meeting at 8:38 P.M.

A Board work session will be held **Monday, May 11, 2015** at 6:00 P.M. followed by a regular meeting at 7:00 P.M. at Park District Headquarters, 221 N. Main Street, Centerville.

Approved:

David R. Lee, President

Attested:

Daniel H. Monahan, Secretary

Schedule A

Department Strategic Plan Progress Reports

Administration

- 1. Continuously improve focus on the community.**
 - Community Survey Interest and Needs survey (electronic) will be distributed April 20+/- and the days following. (c.vi)
- 2. Ensure sound long-term financial viability.**
 - Revisited some of the budget amounts for certain improvements, eg. Signage, and adjusted for Actual Budget. (a.ii)
 - Applying for two State grants, and, one
- 3. Increase public perception and awareness**
 - Initiated branding effort with C. Dittman presenting a primer on the process to Department Managers, Jan. 29. (a.iii)
- 4. Provide leadership to the community in open space preservation and environmental management.**
 - Director has made initial inquiry and contact with the Trust for Public Lands to determine potential Trust support or action on behalf of CWPD. (d.ii)

Operations

- 1. Continuously improve focus on the community.**
 - Develop a pesticide posting procedure to provide public notification of planned herbicide and pesticide application activities in the parks. Our staff has reviewed the ODA posting requirements and has determined that we are currently compliant. However, procedures have been established that exceed state and federal posting requirements. Please let me know if you would like to see the entire document.

Program

- 1. Continuously improve focus on the community.**
 - Softball League play begins on April 22 at Yankee Park and will last 10 weeks.
 - Evaluating viability of this league due to reduced interest and high ratio of non-resident participation.
 - Beginner Archery Clinic on April 18 has been expanded to two classes to address the waitlist. Doubling the residents served from 20 to 40.
- 2. Ensure sound long-term financial viability.**
 - Volunteers earn credit towards program/facility fees through volunteering. They may now choose to donate earned program credits to the Park District Camper Scholarship Fund.
 - The Park District will be teaming up with the Centerville-Washington Township Historical Society for future programming as early as this fall with the ribbon cutting and monthly history talks.
- 3. Increase public perception and awareness.**
 - Flashlight Egg Hunt welcomed nearly 500 adults to Schoolhouse Park on the chilly night of March 27 in search of their long-lost childhood and prize-filled eggs
 - Over 60 prizes donated
 - Majority of participants were between the ages of 20-35 years old, a difficult-to-reach segment.
 - Majority of participants were non-residents

- To celebrate the tenth year of Big Rig Gig we will be inviting new vehicles, the Kona Ice Truck, a trackless train, and monster truck inflatable. Join us on May 2 at Oak Grove Park.
- Hidden Meadows Day Camp registration will begin on April 20 for residents and April 27 for non-residents.
 - Camp will run for eight weeks at Grant Park
- 4. Provide leadership to the community in open space preservation and environmental management.**
- The Park District will be hosting this year's Area Envirothon at Bill Yeck Park - Smith Entrance on April 14.
 - Envirothon is a national competition centered on environmental sciences for high school students.
 - The Park District has been involved for nearly 20 years.
- Seed Starters program held last month- to teach them about the importance of native plant species
 - Planted the harvested milkweed seeds and other seeds and have taken them home to grow them and plant in their own yards.
 - Planted seeds for the Park District to be planted in May at the Seed Nursery.
 - Seedlings are growing at Yankee Street Market, which has generously loaned us greenhouse space.
 - Program addresses the decline of the monarch butterfly population and easy steps citizens can take to establish habitat.
- Moth Caterpillars. Participants will learn from a local butterfly/moth expert about the importance of the various moth species, why they may be disappearing and what we can do about it.
 - Participants can sign up to receive native moth eggs and raise their own moth caterpillars as part of a repopulating program.

Development

1. Continuously improve focus on the community.

Mays Park (a)

- Shelter Bid Opening, April 9; Completion October.
- Sport fields have been graded and seeded; and, one field will be outfitted with sod this April.
- Completion for the grounds portion, May 15.

Oak Creek South- Skate Park Expansion (a)

- American Ramp Company is selected to perform the design package for the skate park addition. Design and engineering will be performed through the summer and construction begins the end of August.

Holes Creek/Silvercreek

- Bridge width on Yankee near Silvercreek Park isn't wide enough for a multi-use trail. Solution is to add another culvert or bridge to cross the creek between the Park District Property and Hills Property. (a)

2. Ensure Sound Long-term financial viability

- Applying for a Nature Works Grant for the proposed playground at Mays Park.
- Also, applying for the Land Water Conservation Fund for the perimeter path at Activity Center Park. (a)

3. Increase Public Perception and Awareness

- **Bocce Ball-Let's Get this Ball Rolling:** Working with a resident to discuss the feasibility of a Bocce Ball Court at one of our Parks, with an eye towards Bocce for disabled residents. (a)