

**Regular Meeting Summary
Centerville-Washington Park District
December 10, 2012**

The meeting was called to order at 7:00 P.M. with the following in attendance: Commissioners Lee, Siefker, and Williams; Mrs. Kennard, Director; Mr. Feldmann, Development Manager; Mr. Carter, Operations Manager; Mrs. Marks, Program Manager; and Mrs. Smith, Business Manager. The Board approved the minutes of the November 12, 2012 work session and regular meeting and the November 14, 2012 work session.

FISCAL

The Board reviewed and approved the November 30, 2012 Financial Report.

NEW BUSINESS

2013 Pay Ranges. The Board approved a motion authorizing the 2013 Pay Ranges.

2013 Merit Increase Plan. The Board approved a motion authorizing the 2013 Merit Increase Plan.

Personnel Action. The Board approved a merit increase for Carol Kennard effective December 31, 2012.

HSA Employer Contribution Policy. The Board approved a motion authorizing the Park District contribution of 50 % of the HDHP deductible, \$1,750 for employee only coverage or \$3,500 for employee and spouse/child or family coverage, to employee Health Savings Accounts (HSA) be deposited in 25% installments in said accounts on the first business day of January, April, July, and October and to pro-rate the amount deposited for participants enrolled after January 1 of the year based on the remaining months in the year after the enrollment month.

2013 Employee Insurance Contributions. The Board approved a motion requiring employees to contribute 8% of their health, dental, and vision insurance premiums for employee only coverage, 10% of their health, dental, and vision insurance premiums for employee and spouse or employee and child coverage, and 12% of their health, dental, and vision insurance premiums for family coverage in 2013.

2014 Employee Insurance Contributions. The Board approved a motion requiring employees to contribute 10% of their health, dental, and vision insurance premiums for employee only coverage, 12% of their health, dental, and vision insurance premiums for employee and spouse coverage or employee and child coverage, and 15% of their health, dental, and vision insurance premiums for family coverage in 2014.

Employee Handbook Revisions. The Board approved revisions to the Employee Handbook.

Service Recognition Plan. The Board approved a Service Recognition Plan.

Purchase Agreement for Real Estate. The Board approved a purchase agreement for real estate.

2012 Revised Appropriation Budget. The Board approved the 2012 Revised Appropriation Budget.

2013 Preliminary Appropriation Budget. The Board approved the 2013 Preliminary Appropriation Budget.

2013 Temporary Appropriation Resolution. The Board approved the 2013 Temporary Appropriation Resolution.

2013 Request for Tax Advance. The Board approved a motion authorizing the Treasurer to request weekly tax advances during 2013 to meet the needs of the Park District.

2013 Fee Schedule. The Board approved a motion authorizing the 2013 Fee Schedule.

2013 Public Entities Meetings. The Board approved a motion to provide meals for Commissioners and staff attending the public entities meetings scheduled in 2013.

Declaration of Unneeded, Obsolete or Unfit for Use Personal Property. The Board approved a motion declaring the following as unneeded, obsolete, or unfit for use by the Park District and to dispose of said items in a manner authorized by the Ohio Revised Code:

Truck #1
Truck #9
2 - John Deere F935 Mowers
Toro 580D Mower

COMMISSIONER COMMENTS

Ms. Siefker commended the operations staff for their maintenance of the Iron Horse Trail.

Mr. Lee requested that Mr. Feldmann research the cost of constructing small shelters in the neighborhood parks.

Mr. Williams encouraged staff to take advantage of the Park District tuition reimbursement program. He congratulated the operations staff for Schoolhouse Park being named the Field of the Year by the Ohio Sports Turf Managers Association.

STAFF REPORTS

Mrs. Marks announced that the Luminary Walk at Grant Park is scheduled for Friday, December 14, 2012 and that the program staff will host a luncheon for summer seasonal staff on Monday, December 17, 2012.

Mr. Carter reported that operations staff is continuing turf management projects. He thanked the Board for supporting staff attendance at the annual Ohio Turfgrass Foundation conference and noted that many of the turf maintenance techniques used by the Park District were learned at their conferences.

Mr. Feldmann announced that the new Oak Creek South Park bridge is now in place. The contractor will install gravel or asphalt at the entrances to the bridge. Mr. Feldmann also reported that he will be submitting the stamped plans for the Smith property improvements to the City of Centerville for their review.

Mrs. Smith reported receiving about 240 resumes for the communications coordinator position and scheduling interviews this week.

Mrs. Kennard announced that the Penbrooke Garden Club donated \$400 to the Park District with half the funds designated for improvements at the Nature Nook and half designated for evergreens along the new paved path in Yankee Park. She also announced that the Board selected Sean Blackwell as the winner of the Holiday Card Design Contest.

Meeting adjourned at 7:47 P.M.