

**Meeting Summary
Centerville-Washington Park District
December 9, 2013**

The meeting was called to order at 7:05 P.M. with the following in attendance: Commissioners Lee, Monahan, and Sánchez; Mrs. Kennard, Director; and Mrs. Smith, Business Manager. The Board approved the minutes of the November 14, 2013 work session and special meeting and the November 20, 2013 work session and special meeting.

FISCAL

The Board reviewed and approved the November 30, 2013 Financial Report and voucher list.

NEW BUSINESS

2014 Pay Ranges. The Board approved a motion authorizing the 2014 Pay Ranges.

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

Personnel Action. The Board approved a motion authorizing an annual merit increase for Carol Kennard effective December 30, 2013. The Board also praised Mrs. Kennard for her continued excellent work performance.

Personnel Action. The Board approved a motion authorizing an annual merit increase for Judith Keegans effective December 30, 2013.

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

2014 Request for Tax Advance. The Board approved a motion authorizing the Treasurer to request weekly tax advances during 2014 to meet the needs of the Park District.

2014 Fee Schedule. The Board approved a motion authorizing the 2014 Fee Schedule.

2014 Public Entities Meetings. The Board approved a motion to provide meals for Commissioners and staff attending the public entities meetings scheduled in 2014.

2014 Preliminary Appropriation Budget. The Board approved the 2014 Preliminary Appropriation Budget.

2014 Temporary Appropriation Resolution. The Board approved the 2014 Temporary Appropriation Resolution.

Park District Levy Resolution. The Board approved the resolution, “Declaring It Necessary to Adopt a Renewal of the 0.9 Mill Levy Approved in 2004.” It was also resolved to appoint Daniel H. Monahan, in his capacity as Secretary of the Board, to serve as the Clerk of the Board of Park Commissioners.

Montgomery County Auditor Resolution. The Board approved the resolution, “Declaring It Necessary to Levy a Tax and Requiring the County Auditor to Certify Matters in Connection With a Proposed Tax Levy.”

Creating Community Connections Implementation Committee Appointment. The Board approved a motion to appoint Doug Barchek as a City of Centerville citizen representative to serve on the Creating Community Connections Implementation Committee for a three-year term expiring in December 2016.

2014 Clean Ohio Trails Fund Grant Resolution. The Board approved a resolution approving all application filing requirements for the Clean Ohio Trails Fund Grant.

COMMISSIONER COMMENTS

Mrs. Sánchez said the trail improvements at Grant Park and Bill Yeck Park help with wayfinding in the parks. She suggested adding numbers to the trail posts for additional location identification. She also reminded staff to notify www.miamivalleytrails.org to post any closing of the Iron Horse Trail during the drainage construction.

Mr. Lee suggested revising the merit plan chart to use a multiplier in the future. He directed staff to present alternatives for the Board to review next year.

DIRECTOR'S REPORT

Administration Highlights:

- The Park District has been awarded an \$84,667 NatureWorks grant from the State of Ohio for construction of a picnic shelter with restrooms at Robert F. Mays Park. The shelter will be designed in 2014, with construction completed in 2015.
- The Park District has completed all of the requirements for both the Green Business and Blue Business Certifications from Montgomery County. The certification program recognizes entities that have taken voluntary steps to protect, preserve, and improve the environment – a perfect complement to the Park District's mission. The Green Business certification is for environmental practices and the Blue Business certification is for water resource management.

Program Highlights:

- Our annual Holiday Luminary Walk will be held this Friday, December 13 at Grant Park. Staff and volunteers will be on hand to provide a serene walk through the woods followed by snacks, crafts, games and entertainment by the Hithergreen Strummers.
- Registration is underway for Winter Woods Day Camp which is held every Saturday in February. Children ages 3-12 explore nature in winter at Grant Park, including sledding, when there is snow.
- The Park District experienced a 9% increase in program registrations in 2013, reaching over 12,000 participants with our programming, which includes attendance at pre-registered programs, special events, school, scout, and adult outreach programs.

Development Highlights:

- The Iron Horse Park shelter construction has begun and will continue through the winter/spring as weather permits.
- Construction at the Bill Yeck Park – Smith entrance will also continue through the winter/spring as weather permits.
- Approval from Montgomery County for Robert F. Mays Park has been delayed again because they are considering it along with the Township's construction of Paragon Road to access the park. As soon as approvals are obtained, the park development project including grading, drainage, seeding, plantings, and parking lot will go out for bid, with construction to start as soon as weather permits.

Operations Highlights:

- The Park District staff recently completed the planting of 82 trees at various parks. Many of these plantings are to replace ash trees lost to emerald ash borer.
- O'Heil Irrigation Company recently completed irrigation upgrades to the baseball fields at Schoolhouse Park.
- Operations staff recently completed education training at the Ohio Turfgrass Foundation annual conference.

Meeting adjourned at 8:41 P.M.

Complete Board meeting minutes are available at Park District Headquarters during regular business hours.