

**Regular Meeting Summary
Centerville-Washington Park District
September 12, 2011**

The meeting was called to order at 7:06 P.M. with the following in attendance: Commissioners Lee, Weisman, and Williams; Mrs. Kennard, Director; Mr. Feldmann, Development Manager; Mr. Carter, Operations Manager; and Mrs. Marks, Program Manager. The Board approved the minutes of the August 8, 2011 work session and regular meeting.

FISCAL

The Board reviewed and approved the August 31, 2011 Financial Report.

NEW BUSINESS

2011 Revised Pay Ranges. The Board approved a motion revising the 2011 Pay Ranges to include the new position of communications coordinator.

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:

Epson LQ-2180
HP Laserjet 4P

Revised Athletic League Field Eligibility Policy. The Board approved the revised Athletic League Field Eligibility Policy.

Bid Opening – Asphalt Walking Path Construction, Oak Creek South and Oak Grove Parks. Bids for *Asphalt Walking Path Construction, Oak Creek South and Oak Grove Parks* were opened and publicly read at the Park Headquarters, 221 North Main Street, Centerville, Ohio at 2:00 P.M. on Friday, September 9, 2011.

Contract Award – Asphalt Walking Path Construction, Oak Creek South and Oak Grove Parks. The Board approved a motion to accept the bid from Booher Blacktop as the lowest and best bid for *Asphalt Walking Path Construction, Oak Creek South and Oak Grove Parks* and to award a contract to Booher Blacktop for a total amount of \$119,880.00 to be paid from account 101.02.52551 - Oak Grove Phase IX and account 101.02.52652 - Perimeter Walking Paths, as included in the approved 2011 Appropriation Budget.

Bid Opening – Roof, Gutter, and Downspouts Repair and Replacement. Bids for *Roof, Gutter, and Downspouts Repair and Replacement* were opened and publicly read at the Park Headquarters, 221 North Main Street, Centerville, Ohio at 2:00 P.M. on Monday, September 12, 2011.

Bid Rejection – Roof, Gutter, and Downspouts Repair and Replacement. The Board approved a motion to declare the bid from FAB 3D Design, Inc. an incomplete bid, as it did not include the required bid bond.

The Board noted the hiring of Chris Fife as Outdoor Education Coordinator effective September 12.

COMMISSIONER COMMENTS

Mr. Lee requested a revision to the hiring procedures to note the process of the Director hiring within the approved budget and pay ranges. He also complimented the operations staff for their efforts to keep the parks looking nice.

Ms. Weisman complimented Mrs. Marks for the outstanding Summer Program Report.

Mr. Williams complimented Barbara Smith and Nancy Howitt for an excellent Audit report that included no deficiencies or material weaknesses, and no instances of non-compliance.

STAFF REPORTS

Mr. Feldmann reported a neighbor complaint concerning disposal of raccoons in Grant Park has been resolved. He noted the Forest Field Park improvement project is moving along nicely and is anticipated to be completed by the end of October.

Mr. Carter reported Brad Colson has accepted a position with The Ohio State University and will be leaving employment at the Park District in November. He provided an update on mulch restoration at park playgrounds.

Mrs. Marks reported orientation for Chris Fife began today and included a visit to many parks in the District. The Fairy and Gnome Home Festival at Grant Park was a huge success with 100 participants in attendance at this first-time program. Mrs. Marks relayed a story from the mother of a program participant who believes the summer park programs had a positive effect on her son. They had just moved to the community and by attending the Summer Rec Program, her son overcame his shyness, made new friends, gained confidence, and became more comfortable in his new surroundings. Mrs. Marks also reported on the success of the new Playdate Café program that provides opportunities for 18 month – 3 year olds in the parks.

Ms. Weisman commented on the value of having outside speakers as special guests to our programs. Mr. Lee shared his experiences with a hummingbird banding program at Germantown Reserve and a Silviculture program he is taking from Five Rivers Metroparks. Mr. Williams suggested involving the Centerville High School Environmental Management class in studies at the Oak Creek South Park watershed area.

Mrs. Kennard reported Dawn Osif will represent the Park District at the Washington Township Business Breakfast on Thursday, September 15, 2011. Mrs. Kennard shared meeting notes from the Park District's Eco-Crew and announced the district is looking for community groups to "Adopt an Area" of a park to assist with regular clean-up and light maintenance of the parks.

Meeting adjourned at 8:12 P.M.