

**Regular Meeting Summary
Centerville-Washington Park District
September 9, 2013**

The meeting was called to order at 7:08 P.M. with the following in attendance: Commissioners Lee, Monahan, and Siefker; Mrs. Kennard, Director; and Mrs. Smith, Business Manager. The Board approved the minutes of the August 12, 2013 work session and regular meeting.

FISCAL

The Board reviewed and approved the August 31, 2013 Financial Report and voucher list.

NEW BUSINESS

Bid Opening – Drive, Parking, Drainage, Landscaping and Lighting – Bill Yeck Park. Bids for *Drive, Parking, Drainage, Landscaping and Lighting – Bill Yeck Park* were opened and publicly read at the Park Headquarters, 221 North Main Street, Centerville, Ohio at 2:00 P.M. on Thursday, September 5, 2013.

Contract Award – Drive, Parking, Drainage, and Landscaping – Bill Yeck Park. The Board approved a motion to accept the bid from Flora Excavating, Inc. as the lowest and best bid for *Drive, Parking, Drainage, and Landscaping – Bill Yeck Park Base Bid 1* and to award a contract to Flora Excavating, Inc. for a total amount of \$337,631.39 and to accept the bid from Flora Excavating, Inc. as the lowest and best bid for *Drive, Parking, Drainage, and Landscaping – Bill Yeck Park Base Bid 2* and to award a contract to Flora Excavating, Inc. for a total amount of \$93,969.57 with both contracts to be paid from accounts 101.02.52063 Nature Parks Improvements, Bill Yeck Park Smith Property and 401.12.53101 William and Dorothy Yeck Nature Fund, Smith Entrance and Lot as included in the approved 2013 Appropriation Budget.

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:

Panasonic Typewriter	Dell Optiplex GX270
Panasonic Electronic Typewriter	2-Dell Optiplex GX280
Canon i560 Printer	3-Dell Optiplex GX620
HP 870Cse Printer	3-Dell Optiplex 740
Epson 1200U Perfection Scanner	Dell Optiplex 745

The Board noted the promotion of Erin Morley to the position of Outdoor Education Coordinator and the hiring of Justin Bates and Tyler McGeary as Operations Technicians I.

COMMISSIONER COMMENTS

Ms. Siefker praised the staff for their work at the Mead CUSA Cup soccer tournament at Oak Grove Park.

Mr. Monahan said that an emergency exit plan is needed for Oak Grove Park after experiencing delays after the game cancellations during the Mead CUSA Cup soccer tournament.

Mr. Lee moved to install duress buttons at park headquarters for use during an emergency and the motion was not seconded.

DIRECTOR'S REPORT

Financial Highlights:

- The Park District will be paying the interest and principal on the 2005 series bonds in September. The last principal payment is due next year in the amount of \$255,000.

- The Park District received a donation of \$629 from the Rose Estates Civic Association when the organization disbanded. The donation will be used to purchase trees for Rosewood Park.
- The Park District has received \$306 in memory of Christopher Estabrooks, the son of a Centerville Rotarian.

Administration Highlights:

- Mrs. Kennard provided an update on the staff committee's work to evaluate the impact of the Grant Nature Center school program closing. She shared the District's outdoor education mission to: Enhance the lives of community members through profound outdoor education experiences that lead to lifelong environmental stewardship. The committee is researching outdoor education needs and developing a plan for future programming, including potential collaborations with Centerville City Schools.
- A park levy committee will be forming soon to provide information on the Centerville-Washington Park District issue on the ballot in 2014 to address an expiring levy.
- The Park District will conduct a Cost of Services study this fall to develop a process for determining fees and charges for programs and facilities.

Program Highlights:

- Starry Celebration program held last weekend had over 110 people at Forest Field Park exploring outdoor fun at night. Many Park District volunteers helped make this new event a success.
- The second annual Paws in the Park program co-sponsored by the Washington-Centerville Public Library will be held at the Dog Park at Oak Grove Park on Friday, September 20 from 5:30 – 7:30 pm. Pet oriented vendors, demonstrations, contests and games will be provided free of charge.
- The new Fitness Trail Grand Opening at Oak Grove Park is scheduled for Tuesday, October 1 from 5:00-6:30 pm. The complete Energi system sits on a large concrete pad and is appropriate for those ages 13 and up, while the LifeTrail system is geared toward those ages 50 and over and includes ADA accessible pieces. The trail is made possible through a NatureWorks grant awarded by the State of Ohio.
- To help fill the outdoor education void created by the closing of the Grant Nature Center, the Park District is reaching out to area schools to offer teachers a "menu" of outreach programs that fit the new state science standards.
- Interviews have begun to fill the open Recreation Coordinator position.

Development Highlights:

- The Park District is working with the Montgomery County Engineer's Office for approval of the Robert F. Mays Park development project. Bob Feldmann will meet with the landscape architect and engineer this week to finalize the plans before sharing with Washington Township for issuance of a zoning certificate, and then it will be ready to go out for bids. The plan is to start construction this fall.

Operations Highlights:

- The Park District hosted one of the sites for the Mead CUSA Cup soccer tournament over Labor Day weekend at Oak Grove Park. Operations staff prepared the park and worked throughout the holiday weekend which resulted in upholding the reputation as a premier soccer venue that provides high quality, natural turf fields.
- The replacement of the playground safety surface at the Activity Center Park began this week. The playground will be closed for a couple of weeks while this work is completed.
- Two new park operations technicians start work this month, which brings the operations department back up to full staff.

Ms. Siefker requested staff survey local agencies as to their paid time off policies to evaluate Park District holidays.

Meeting adjourned at 9:09 P.M.