



Regular Meeting Agenda Items

December 10, 2018

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; Ms. Huff, Business Manager; Mr. Carter, Operations Manager; and Mr. Meyer, Project Manager. Notice of this meeting was sent to the Dayton Daily News on December 7, 2018 and was posted on the Park District web site, www.cwpd.org.

II. CHANGES OR ADDITIONS TO THE AGENDA

No changes or additions were made.

III. APPROVAL OF MINUTES

Commissioner Lee moved, and Commissioner Monahan seconded for approval of the work session and regular meeting minutes from November 12, 2018. Commissioners Lee, Monahan, and Sanchez: all ayes, motion carried.

IV. VISITORS

Eagle Scout – Johnathan Bartosik

V. FISCAL

A. November 30, 2018 General Fund Financial Report

General Fund Budget Summary			
November 30, 2018			
	2018 Budget & Carryover	2018 YTD	% of
Beginning Cash 2018	\$ 7,068,439.00	\$7,068,439.00	
Revenue			
Property Taxes	4,735,536	5,012,783	105.9%
Interest	75,000	120,927	161.2%
Donations	27,500	29,359	106.8%
Program	160,000	164,144	102.6%
Advances	94,097	919	1.0%
Other	55,000	28,331	51.5%
Total	5,147,133	5,356,463	104.1%
Beginning Cash + Revenue	12,215,572	12,424,902	

Expenditures

2 - Park Improvements	2,295,692	935,210	40.7%
3 - Operations	727,415	590,179	81.1%
4 - Equipment	157,845	116,563	73.8%
5 - Payroll	2,485,844	2,091,070	84.1%
6 - Prof. Services	237,235	137,496	58.0%
7 - Utilities and Fees	361,694	269,383	74.5%
8 - Office Operations	156,333	111,605	71.4%
9 - Programs	139,326	99,917	71.7%
10 - Matching Funds	26,408	14,949	56.6%
11 - Transfers - out	979,650	10,284	1.0%
13 - Advances - out	94,097	94,097	0.0%
Total expenditures	7,661,539	4,470,752	58.4%
Net YTD		\$7,954,150.36	

B. November 30, 2018 Investment Report

	Fifth Third Bank	STAR Ohio	STAR Plus	CDs	Total
General Fund	\$1,004,655.25	\$2,988,562.90	\$1,007,932.46	\$2,953,000.00	\$7,954,150.61
PI Fund	13,917.81				13,917.81
LA Fund	11.44	578,391.11	18,079.99		596,482.54
Capital Improvements Fund	507,504.00				507,504.00
Yeck Fund	80,501.24				80,501.24
Total	\$1,606,589.74	\$3,566,954.01	\$1,026,012.45	\$2,953,000.00	\$9,152,556.20

NO STAR TRANSFERS
C. Approval of Bills

Commissioner Lee moved, Commissioner Monahan seconded, to authorize the November 2018 financials and investment activities. Commissioners Lee, Monahan, and Sanchez: all ayes, motion carried.

VI. BUSINESS
A. Hithergreen Potential Purchase - No Action Required

Staff will report on the grant award and the likely next steps toward making the old school site into a park.

B. Request for Tax Advance

This motion allows the Montgomery County Auditor to advance tax money to the Park District, as received, instead of one payment at the end of the collection process.

Commissioner Lee moved, Commissioner Monahan seconded, authorizing to request tax advances of the Treasurer during 2019.

C. 2019 Preliminary Budget

The preliminary budget must be approved so bills can be paid after 1/1/19. The final budget will be approved at the January meeting. The Board may decide upon changes from the preliminary budget to be made in the Final Budget.

Commissioner Lee moved, Commissioner Monahan seconded, approval of Resolution 2018-14, the 2019 Preliminary Appropriation Budget. A copy is attached to and made a part of these minutes.

D. Surplus Equipment Declaration

- All items have met or exceeded the criteria for replacement (age, miles or hours)
- Staff anticipates +/- \$5,000 from the trade-in/sale of the items

Item	Type	Year	Miles/Hours
Truck #15	Truck	2004	105,050 miles
Toro Z588-E	Z-Turn Mower	2004	1,373 hours
Toro Z590-D	Z-Turn Mower	2010	1,334 hours

Commissioner Sanchez moved, Commissioner Monahan seconded, to trade-in, or sell by Internet auction using GovDeals.com, all items “as is - where is” and allowing a minimum of fifteen days for public bidding, Park District personal property which is not needed for public use, is obsolete, or is unfit for the use for which it was acquired.

E. Purchase Order—Property and Casualty Insurance for 2019

Commissioner Sanchez moved, Commissioner Lee seconded, to approve a purchase order \$28,402 for property and casualty insurance from Hylant/The Ohio Plan, for policy year 2019.

VII. DIRECTOR’S REPORT

- A. Business Manager Huff – January 2019 meeting
- B. Active Shooter training
- C. “Dog” Issue of NRPA Magazine
- D. Cornerstone park meeting and progress.
- E. A word on grant successes.

VIII. DEPARTMENT REPORTS

- Business
- Operations
- Programs
- Project

IX. COMMISSIONERS COMMENTS

- Commissioner Lee
 - Congratulated Director Biondo on Hithergreen project
 - Commented on the need for seating for Holes Creek gazebo
- Commissioner Monahan



- No comments
- Commissioner Sánchez
 - No comments

X. EXECUTIVE SESSION

Executive Session recommended for the purpose of discussing Personnel ORC 121.22(G).

Commissioner Sanchez made a motion to move to Executive Session at 8:01 P.M.; Second by Commissioner Lee.

Roll Call Vote

Sanchez, Aye

Lee, Aye

Monahan, Aye

Board returned to Open Session at 8:36 P.M.

XI. ADJOURNMENT

Ms. Sanchez adjourned the meeting at 8:37 P.M.

A Board work session will be held January 14, 2019 at 6:00 P.M. followed by a regular meeting at 7:00 P.M. at Park Headquarters, 221 N. Main St, Centerville.

Approved

Attested

Lucy Sanchez, President

Dan Monahan, Secretary