



## AGENDA

### Regular Meeting

Centerville-Washington Park District  
 Board of Commissioners  
 Park Headquarters  
 221 N. Main St., Centerville, OH 45459  
 February 11, 2019  
 7:00 P.M.

### 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 7:06 P.M. with the following attending: Commissioners Lee, Monahan and Sánchez; Mr. Biondo, Director; Mr. Carter, Operations Manager; Mr. Meyer, Project Manager; Ms. Marks, Program Manager and Ms. Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on February 8, 2019 and was posted on the Park District web site, [www.cwpd.org](http://www.cwpd.org).

### II. CHANGES OR ADDITIONS TO THE AGENDA

No changes or additions were made.

### III. APPROVAL OF MINUTES

Commissioner Monahan moved, and Commissioner Lee seconded for approval of the work session and regular meeting minutes from January 14, 2019. Commissioners Lee, Monahan, and Sanchez: all ayes, motion carried.

### IV. VISITORS

Four Scouts (Grant D., Connor D., Kai H. and Ryan L.) and two adults (Joe D. and Michael D.) attended the meeting. The Scouts are working toward their Communication Merit Badges, in which they are to attend a public meeting (city council, school board, debate) where several points of view are given on a single issue.

### V. FISCAL

#### A. January 31, 2019 General Fund Financial Report

<b>General Fund Financial Summary</b>			
<b>January 31, 2019</b>			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2019	\$ 7,681,744	\$ 7,681,744	
<b>Revenue</b>			
Property Taxes	4,735,740	48,285	1.0%
Interest	100,000	21,533	21.5%
Donations	7,000	-	0.0%
Program	170,000	3,993	2.3%
Advances	1,007,469	93,178	9.2%



Other	32,200	1,263	3.9%
Total	6,052,409	168,252	2.8%
<b>Beginning Cash + Revenue</b>	<b>13,734,153</b>	<b>7,849,996</b>	
<b>Expenditures</b>			
2 - Park Improvements	1,489,074	266,616	17.9%
3 - Operations	743,186	160,053	21.5%
4 - Equipment	202,405	46,858	23.2%
5 - Payroll	2,664,042	754,579	28.3%
6 - Prof. Services	231,481	26,016	11.2%
7 - Utilities and Fees	339,607	136,433	40.2%
8 - Office Operations	148,946	69,644	46.8%
9 - Programs	156,426	10,572	6.8%
10 - Matching Funds	30,000	4,758	15.9%
11 - Transfers - out	1,203,963	501,736	41.7%
13 - Advances - out	914,291	-	0.0%
<b>Total expenditures</b>	<b>8,123,420</b>	<b>1,977,265</b>	<b>24.3%</b>
	Net YTD	<b>\$ 5,872,730.93</b>	

**B. January 31, 2019 Investment Report**

	Fifth Third Bank	STAR Ohio	STAR Plus	CDs	Total
General Fund	\$1,058,554	\$3,000,970	\$10,002	\$2,953,000	\$7,022,526
PI Fund	\$13,918				\$13,918
LA Fund	\$11	\$580,792	\$18,641		\$599,444
Capital Improvements Fund	\$86,103				\$86,103
Yeck Fund	\$27,270	\$40,003			\$67,273
Total	\$1,185,856	\$3,621,765	\$28,643	\$2,953,000	\$7,789,264

**Star Plus - Gen Fd to 5/3 - Cap Impr Fd \$500,000**  
**5/3 - Yeck Fd to (new) Star Ohio \$40,000**

**C. Approval of Bills**

Commissioner Lee moved, Commissioner Monahan seconded, to authorize the January 2019 financial and investment activities. Commissioners Lee, Monahan, and Sanchez: all ayes, motion carried.

**VI. BUSINESS**

**A. Revised Appropriation Budget – Resolution 2019-07**

The Purchase Order approved at the 11/12/2018 meeting for \$360,000 to O’Heil Site Solutions (Oak Grove Restroom Project) was not encumbered in 2018. This amount was also not included in the 2019 Budget. In order to move forward, the Board will need to approve Resolution 2019-07, increasing the budget.

Commissioner Lee moved, Commissioner Sanchez seconded, to adopt Resolution 2019-07, the 2019 Revised Appropriation Budget. The Board further authorized President Sanchez to sign the Resolution. A copy is attached to and made a part of these minutes.

- B. St. Leonard Easement** – As of this writing, St. Leonard had not completed their review. However, correspondence from the CEO verified that it was received and should not take long for their review and signing. Their only stipulation is that the trail be built on the south of the stream and that they would be able to build bridges as originally planned and agreed upon. The two bridges are specifically addressed in the Easement contract. The location of the trail is not. Staff and Board Attorney added language specifying the trail would be located on the south side.

Commissioner Monahan moved, Commissioner Sanchez seconded, to ratify the Conservation Easement agreement with St. Leonard of Centerville, Ohio, pursuant to Ohio Revised Code applicable sections.

**C. Withdrawal from 1993 Memorandum of Understanding**

Commissioner Monahan moved, Commissioner Sanchez seconded, to exercise the option described in Paragraph E of the 1993 Memorandum of Understanding with Washington Township, to give notice to not automatically renew the M.O.U.

## **VII. DIRECTOR'S REPORT**

- OPRA
- Annual Report in Summer Newsletter
- Hithergreen progress

## **VIII. DEPARTMENT REPORTS**

- Business
- Operations
- Programs
- Project

## **IX. COMMISSIONERS COMMENTS**

- Commissioner Lee
  - Requested to add a note in the newsletter reminding the community that CWPD program fees just recover some of the cost of contracted instructors and (some) supplies
- Commissioner Monahan
  - No comments
- Commissioner Sánchez
  - Loved the geocache snowman hunt

## **X. ADJOURNMENT**

Ms. Sanchez adjourned the meeting at 7:47 P.M.

A Board work session will be held March 11, 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

Lucy Sanchez, President

Attested

Dan Monahan, Secretary