

Regular Meeting Minutes

July 08, 2019

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 7:36 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 Mr. George, Facilities Supervisor. Notice of this meeting was sent to the Dayton Daily News on July 05, 2019 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

The minutes of the June 10, 2019 work session and regular meeting were approved by Board consensus.

IV. VISITORS

There were no visitors in attendance.

V. FISCAL

General Fund Financial Summary			
June 30, 2019			
	Budget + Carryover	YTD	% of Budget
Beginning Cash 2019	\$ 7,681,744	\$ 7,681,744	
Revenue			
Property Taxes	4,798,527	2,712,456	56.5%
Interest	100,000	92,447	92.4%
Donations	7,000	437	6.2%
Program	170,000	147,669	86.9%
Advances	1,007,469	93,178	9.2%
Other	32,200	7,280	22.6%
Total	6,115,196	3,053,466	49.9%
Beginning Cash + Revenue	13,796,940	10,735,210	
Expenditures (YTD includes encumbrances)			
2 - Park Improvements	1,849,074	833,334	45.1%
3 - Operations	743,186	325,622	43.8%
4 - Equipment	202,405	111,232	55.0%
5 - Payroll	2,664,042	1,520,459	57.1%
6 - Prof. Services	231,481	141,993	61.3%
7 - Utilities and Fees	339,607	194,595	57.3%

8 - Office Operations	148,946	105,320	70.7%
9 - Programs	156,426	82,898	53.0%
10 - Matching Funds	30,000	4,758	15.9%
11 - Transfers - out	1,203,963	922,899	76.7%
13 - Advances - out	914,291	5,000	0.0%
Total expenditures	8,483,420	4,248,110	50.1%
Net	\$ 5,313,520	\$ 6,487,100	

A. Approval of Bills

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

VI. BUSINESS

A. 2019 Revised Appropriation Resolution

The budget has been revised to include a new projection for expenses in the General Fund (101.11 – Transfer Out)

Commissioner Monahan moved, Commissioner Sanchez seconded, to approve the 2019 Revised Appropriation Resolution (2019-12). A copy is attached to and made a part of these minutes.

B. Playground Equipment Purchase

Three proposals were received for a new playground addition at Divided Ridge Park. The approved project budget is \$50,000. Playworld Midstates provided the best, lowest, and most responsive proposal for the \$50,000 budgeted. Following board approval, a web-link will be shared with nearby residents providing them the opportunity to help select one of three designs developed by Playworld Midstates.

Commissioner Sanchez moved, Commissioner Monahan seconded, to approve a purchase order for Playworld Midstates in the amount of \$50,000.00, for the purchase and installation of a new playground addition at Divided Ridge Park. The equipment will be purchased through the Ohio-approved cooperative purchase program administered by National Cooperative Procurement Partners (NPPGov).

C. Invitation to Township Stakeholder Meeting

This discussion took place in the Work Session. Director Biondo and Program Manager Marks to attend the July 16th lunch meeting to discuss past, current and future collaboration and the potential of a revised MOU.

D. Approval Board Administration Policy Revisions

The Board tabled this item and will review as part of the August 12, 2019 meeting.

VII. DIRECTOR'S REPORT

- Anecdotal feedback on Pop Up Pup Park
- NRPA- Biondo will not attend in 2019
- Beavercreek's kind words after CWPD helped restore park damaged by tornado
- Personnel Policy review and revisions coming up
- August meeting at Smith House? Board decided to hold August meeting at 354 Congress Park maintenance facility

VIII. COMMISSIONERS COMMENTS

- Commissioner Lee
 - Inquired about whether anything necessary was cut from the headquarters renovation project to keep it in line with the budget
 - Discussed that it would be worth looking in to whether picnic tables would be appropriate at the top of the Activity Center driveway (north east side, behind businesses) to facilitate picnics.
- Commissioner Monahan
 - Inquired about whether staff has been running back yard garden programs
- Commissioner Sánchez
 - Reviewed commonly asked questions encountered while working the Americana booth (Hithergreen timing, Pickleball across the district, bike trails, “prizes” for all 50 park visits and a comment about people still liking the (painted and hidden) rocks in parks

IX. EXECUTIVE SESSION

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

X. ADJOURNMENT

A Board work session will be held August 12, 2019 at 6:00 P.M. followed by a regular meeting at 7:00 P.M. at Park Operations Facility, 354 Congress Park Drive, Centerville.

Approved

Attested

David Lee, President

Dan Monahan, Secretary