

**Regular Meeting Minutes
Centerville-Washington Park District
October 17, 2016**

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 7:02 P.M. with the following attending: Commissioners Lee, Monahan and Sánchez; Mr. Biondo, Director; Mr. Carter, Operations Manager; Mr. Meyer, Projects Manager; Ms. Marks, Program Manager; and Ms. Osif, Business Manager. Notice of this meeting was sent to the Dayton Daily News on October 12, 2016 and was posted on the Park District web site, www.cwpd.org.

II. CHANGES OR ADDITIONS TO THE AGENDA (additions to agenda for discussion purposes only)

No changes or additions were made.

III. APPROVAL OF MINUTES

The minutes of the September 19, 2016 work session and regular meeting were approved by Board Consensus.

IV. VISITORS

Chuck Hamlin thanked the Commissioners for purchasing the Zengel property. He said the neighborhood residents are “tickled pink” that no new homes will be built on this land.

V. EXECUTIVE SESSION—Land purchase

Executive Session recommended for the purpose of discussing Purchase of Property, ORC 121.22(G).

Commissioner Sánchez made a motion to enter Executive Session for purchase of property, roll Call Vote: Sánchez – Aye, Lee – Aye, Monahan - Aye

Board moved to Executive Session at 7:07P.M.

Upon Return at 7:14 P.M., President Monahan stated “*We are now back on record*”

VI. FISCAL

A. September 30, 2016 General Fund Financial Report:

	<u>2016 Budget</u>	<u>2016 YTD</u>	<u>% of Budget</u>
Revenue			
Property Taxes	4,586,595.00	4,582,190.98	99.9%
Interest	22,000.00	13,182.11	59.9%
Donations	6,000.00	4,556.25	75.9%
Program	170,000.00	115,178.20	67.8%
Other	33,000.00	29,676.27	89.9%
	\$4,817,595.00	\$4,744,783.81	98.5%
Expenditures			
2 - Park Improvements	1,439,000.00	892,196.36	62.0%
3 - Operations	772,599.00	300,009.31	38.8%
4 - Equipment	418,800.00	301,851.46	72.1%
5 - Payroll	2,187,892.05	1,511,561.55	69.1%

6 - Prof. Services	106,100.00	43,348.88	40.9%
7 - Utilities and Fees	296,140.00	222,237.28	75.0%
8 - Office Operations	129,500.00	91,324.93	70.5%
9 - Programs	78,540.00	57,461.93	73.2%
10 - Matching Funds	20,000.00	2,550.00	12.8%
12- Bill Yeck	50,000.00	0.00	0.0%
11 - Transfers - out	162,763.00	157,139.71	96.5%
13 - Advances - out	366,904.00	366,904.00	100.0%
Total expenditures	<u>\$6,028,238.05</u>	<u>\$3,946,585.41</u>	65.5%
Net +/-		<u><u>\$798,198.40</u></u>	

B. September 30, 2016 Investment Report:

	Fifth Third Bank	STAR Ohio	STAR Plus	CD's	Total
General Fund	\$7,049,031.64	\$59,462.29	0.00	\$1,470,000.00	\$8,578,493.93
Park Improvement Fund	321,820.11	0.00	0.00	0.00	321,820.11
Land Acquisition Fund	259,363.26	688.19	716,786.61	0.00	976,838.06
Debt Service Fund	0.00	0.00	0.00	0.00	0.00
Yeck Nature Fund	11,392.61	0.00	0.00	0.00	11,392.61
Total	<u>\$7,641,607.62</u>	<u>\$60,150.48</u>	<u>\$716,786.61</u>	<u>\$1,470,000.00</u>	<u>\$ 9,888,544.71</u>

C. Approval of Bills:

Commissioner Lee made the motion, and the Commission approved, authorizing bill payment for September, 2016.

VII. BUSINESS

A. Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing Tax Levies

Commissioner Sánchez moved, Commissioner Lee seconded, and the Commission approved the Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor, a copy is attached to and made a part of these minutes.

B. Selection of Architect for Future Maintenance Operations Garage

No action taken.

C. 2016 Revised Appropriation Budget

Commissioner Lee made the motion, and the Commission approved, authorizing the 2016 revised Appropriation Budget, a copy is attached to and made a part of these minutes.

D. 2016 Revised Appropriation Resolution

Commissioner Sánchez made the motion, and the Commission approved, authorizing the 2016 revised Appropriation Resolution; a copy is attached to and made a part of these minutes.

E. Resolution Authorizing Pursuit of ODNR Grant for Signage

Commissioner Lee made the motion, and the Commission approved, authorizing Resolution 2016-07, a resolution allowing the submittal of an application for Ohio Department of Natural Resources LWCF Grant.

VIII. DIRECTOR'S REPORT

1. Report on National Recreation and Park Conference – This was the best NRPA conference in many years.
2. Plan for dogs off leash enforcement - We are constructing a multi-faceted approach that will include staging “checkpoints”, additional signage, and, either Animal Control or Sheriff Officers assisting with spot enforcement.
3. IT Audit update - We have located a Washington Township company that is in the business of conducting IT audits. The first meeting on this will be Oct. 25.
4. Operations Cost forecast to 2028/Future in progress
5. Sewer at Oak Grove – Partners to obtain 3 contractor quotes for the sewer line

IV. DEPARTMENT REPORTS***X. COMMISSIONERS COMMENTS***

Commissioner Sánchez asked if we were still considering counters to courts and trails to measure usage. General discussion ensued as to what purpose this would serve. She also congratulated the Program Department for the new and exciting programs and the community partnerships. She also mentioned the need for a Master Plan for the addition to Pleasant Hill Park. She suggested there will be room for a BMX feature in the park.

Commissioner Lee congratulated Five Rivers Metro Parks for receiving CAPRA accreditation. He suggested the CWPD could measure itself against those standards without spending the time and money to apply for the accreditation.

Commissioner Monahan mentioned that the land north of the Holes Creek Trail parking lot would be a good location for a small shelter or gazebo. He would also like the Park District to take over the sunflower planting and potentially plant them in stages for a longer bloom period.

XI. ADJOURNMENT

Mr. Monahan adjourned the meeting at 8:34 P.M.

A Board work session will be held Monday, November 14, 2016 at 6:00 P.M. followed by a regular meeting at 7:00 P.M. at Park Headquarters, 221 N. Main St, Centerville.

Approved:

Daniel Monahan, President

Attested:

David R. Lee, Secretary