

**Regular Meeting Minutes
Centerville-Washington Park District
November 14, 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 7:40 P.M. with the following attending: Commissioners Lee, Monahan and Sánchez; Mr. Biondo, Director; Mr. Carter, Operations Manager; Mr. Meyer, Projects Manager; and Ms. Marks, Program Manager. Notice of this meeting was sent to the Dayton Daily News on November 11, 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 October 10, 2016 work session and regular meeting were approved by Board Consensus.

IV. VISITORS

No visitors attended.

V. EXECUTIVE SESSION—Land purchase

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

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

Board moved to Executive Session at 7:42P.M.

Upon Return at 7:49 P.M., President Monahan stated “*We are now back on record*”

VI. FISCAL

A. October 31, 2016 General Fund Financial Report:

	2016 Budget	2016 YTD	% of Budget
Revenue			
Property Taxes	4,586,932.00	4,582,769.93	99.9%
Interest	22,000.00	13,938.29	63.4%
Donations	6,000.00	4,581.25	76.4%
Program	170,000.00	117,682.20	69.2%
Other	33,000.00	29,841.77	90.4%
	\$4,817,932.00	\$4,748,813.44	98.6%
Expenditures			
2 - Park Improvements	1,439,000.00	917,618.49	63.8%
3 - Operations	772,599.00	401,101.45	51.9%
4 - Equipment	418,800.00	309,189.83	73.8%



5 - Payroll	2,187,892.05	1,667,142.60	76.2%
6 - Prof. Services	106,100.00	51,263.38	48.3%
7 - Utilities and Fees	296,140.00	237,802.05	80.3%
8 - Office Operations	129,500.00	102,259.74	79.0%
9 - Programs	78,540.00	64,008.13	81.5%
10 - Matching Funds	20,000.00	2,550.00	12.8%
12- Bill Yeck	50,000.00	0.00	0.0%
11 - Transfers - out	184,763.00	157,388.33	85.2%
13 - Advances - out	366,904.00	366,904.00	100.0%
Total expenditures	<u>\$6,050,238.05</u>	<u>\$4,277,228.00</u>	70.7%
Net +/-		<u><u>\$471,585.44</u></u>	

B. October 31, 2016 Investment Report:

	Fifth Third Bank	STAR Ohio	STAR Plus	CD's	Total
General Fund	\$6,344,050.83	\$59,522.61	0.00	\$1,470,000.00	\$7,873,573.44
Park Improvement Fund	243,191.08	0.00	0.00	0.00	243,191.08
Land Acquisition Fund	27,529.35	688.89	717,266.17	0.00	745,484.41
Debt Service Fund	0.00	0.00	0.00	0.00	0.00
Yeck Nature Fund	8,185.61	0.00	0.00	0.00	8,185.61
Total	<u>\$6,622,956.87</u>	<u>\$60,211.50</u>	<u>\$717,266.17</u>	<u>\$1,470,000.00</u>	<u>\$ 8,870,434.54</u>

C. Approval of bills

Commissioner Sánchez made the motion, and the Commission approved, authorizing bill payment for October 2016.

VII. BUSINESS

A. Director Job Description

Commissioner Lee made the motion, and the Commission approved, to adopt the revised Job Description for the Park District Director with alterations from the November 14, 2016 work session.

B. January and February 2017 Board Meeting Dates

Commissioner Monahan made the motion, and the Commission approved, to change the January and February 2017 meeting dates to Tuesday, January 17 and Monday, February 20, respectively.

VIII. DIRECTOR'S REPORT

1. Progress on succession development
2. Policies needing Board review and update in 2017
3. Description of upcoming information and documents for the 2017 Preliminary Budget.

IV. DEPARTMENT REPORTS

In lieu of Department Reports, Managers presented a progress report of the Strategic Plan goals through September 2016, during the Work Session meeting.



X. COMMISSIONERS COMMENTS

Commissioner Lee would like immediate action on moving money into higher interest earning accounts. He would also like Director Biondo to provide policy regarding conference travel.

XI. ADJOURNMENT

Mr. Monahan adjourned the meeting at 8:45 P.M.

A Board work session will be held Monday, DECEMBER 12, 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