

**Regular Meeting Minutes
Centerville-Washington Park District
September 19, 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 7:03 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. Huff, Accountant. Notice of this meeting was sent to the Dayton Daily News on September 15, 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 August 8, 2016 work session and regular meeting were approved by Board Consensus.

IV. VISITORS

Patrick Hansford (local architect)

Mr. Hansford provided the Board with a packet of information about his company and the work that they do. He stated that local architects would be better to use for the maintenance facility because of the amount he predicts they would charge and because they are more accessible if we should have issues or changes that need made. He took his company out of the equation since he was “here to complain.”

V. EXECUTIVE SESSION—Land purchase

Executive Session recommended for the purpose of discussing Purchase of Property, ORC 121.22(G)(2)

Commissioner Lee 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 7:25P.M.

Upon Return at 7:35 P.M., President Monahan stated “*We are now back on record*”

VI. FISCAL

A. August 31, 2016 General Fund Financial Report:

	2016 Budget	2016 YTD	% of Budget
Revenue			
Property Taxes	4,586,595.00	4,417,886.93	96.3%
Interest	16,000.00	12,456.51	77.9%
Donations	6,000.00	4,056.60	67.6%
Program	120,000.00	111,607.20	93.0%
Other	15,000.00	24,378.27	162.5%
	\$4,743,595.00	\$4,570,385.51	96.3%

Expenditures

2 - Park Improvements	1,439,000.00	727,633.71	50.6%
3 - Operations	772,599.00	222,360.58	28.8%
4 - Equipment	418,800.00	297,031.02	70.9%
5 - Payroll	2,187,892.05	1,350,107.72	61.7%
6 - Prof. Services	97,100.00	41,523.88	42.8%
7 - Utilities and Fees	283,140.00	196,862.04	69.5%
8 - Office Operations	119,500.00	76,872.54	64.3%
9 - Programs	72,540.00	38,977.93	53.7%
10 - Matching Funds	20,000.00	2,550.00	12.8%
12- Bill Yeck	50,000.00	0.00	0.0%
11 - Transfers - out	492,763.00	73,056.16	14.8%
13 - Advances - out	366,904.00	366,904.00	100.0%
Total expenditures	<u>\$6,320,238.05</u>	<u>\$3,393,879.58</u>	53.7%
Net +/-		<u><u>\$1,176,505.93</u></u>	

B. August 31, 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 August, 2016.

VII. BUSINESS
A. Declare Surplus Property

Commissioner Sánchez made the motion, and the Commission approved, to trade-in, or, sell by Internet auction using the 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. A schedule of items is attached to and made a part of these minutes.

B. Selection of Architect for future Maintenance Operations Facility

Commissioner Monahan made the motion, and the Commission approved, to table the motion until a site is finalized.

C. 2016 Revised Appropriation Budget

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

D. 2016 Revised Appropriation Resolution



Commissioner Lee 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.

VIII. DIRECTOR'S REPORT

1. Joint Applicant for CW Foundation Grant-I.H. Park little free library
2. Biondo asked the Board to read and consider the report about Smith Property Master Plan in preparation for discussion in October.
3. Investment Committee will meet Friday, September 23, 1:00PM
4. Board was informed that staff had submitted a nomination for Bob Feldman to the OPRA Hall of Fame

IV. DEPARTMENT REPORTS

X. COMMISSIONERS COMMENTS

Commissioner Lee was very excited to share that 11 people received Eagle Scout Awards (according to the publication that he had). 5 of those came from projects that were in partnership with CWPD.

Commissioner Monahan suggested that we look in to an outside auditor to review our IT practices. How often our passwords are changed and complexity of said passwords was his specific concern

Commissioner Sánchez stated that she really likes the shade structures at Oak Creek South and that she has seen people using them a lot. She also mentioned that she has really enjoyed the Holes Creek bike trail which lead to a discussion between her and Commissioner Lee about how many people they see using it (and the parking lot).

XI. ADJOURNMENT

Mr. Monahan adjourned the meeting at 8:52 P.M.

A Board work session will be held Monday, October 17, 2016 at 6:00 P.M. followed by a regular meeting at 7:00 P.M. at Park Headquarters, 221 N. Main St, Centerville