

**Regular Meeting Summary
Centerville-Washington Park District
July 11, 2011**

The meeting was called to order at 7:05 P.M. with the following in attendance: Commissioners Lee, Weisman, and Williams; Mrs. Kennard, Director; Mr. Carter, Operations Manager; Mrs. Castillo, Program Manager; and Mrs. Smith, Business Manager. The Board approved the minutes of the May 12, 2011 work session and the June 13, 2011 work session and regular meeting.

FISCAL

The Board reviewed and approved the June 30, 2011 Financial Report.

NEW BUSINESS

Personnel Action. The Board approved a motion authorizing the program manager, office manager and operations manager to award seasonal staff bonuses with a total amount not to exceed \$1,000.

Designation of Depository. The Board approved a motion authorizing the execution of an agreement designating Fifth Third Bank as a depository of Park District funds for the period August 16, 2011 to August 15, 2016 and further authorizing deposits in the Ohio subdivision's fund (STAR Ohio) pursuant to section 135.45 of the Ohio Revised Code.

2011 Revised Appropriation Budget. The Board approved the 2011 Revised Appropriation Budget.

2011 Revised Appropriation Resolution. The Board approved the 2011 Revised Appropriation Resolution.

Kettering-Centerville Kiwanis Club Agreement. The Board approved a five-year agreement with the Kettering-Centerville Kiwanis Club for their use of Oak Creek South Park for their holiday tree sale.

Recreation Programming Memorandum of Understanding. The Board approved the Recreation Programming Memorandum of Understanding with Washington Township.

Centerville Baseball League Agreement. The Board approved a five-year agreement with the Centerville Baseball League for their use of baseball facilities at Oak Grove, Schoolhouse, Oak Creek South, Yankee, Iron Horse, and Activity Center Parks.

Bid Opening – Oak Grove Park - Baseball Field Lighting. Bids for *Oak Grove Park - Baseball Field Lighting* were opened and publicly read at the Park Headquarters, 221 North Main Street, Centerville, Ohio at 2:00 P.M. on Thursday, June 30, 2011.

Contract Award - Oak Grove Park - Baseball Field Lighting. The Board approved a motion to accept the bid from Chapel Electric Company as the lowest responsible, responsive, and best bid for *Oak Grove Park - Baseball Field Lighting* and to award a contract to Chapel Electric Company for a total amount of \$580,560.00 to be paid from account 101.02.52651 Oak Grove Park Phase IX as included in the approved 2011 Appropriation Budget.

Bid Opening – Parking Lot and Practice Soccer Field Development – Forest Field Park. Bids for *Parking Lot and Practice Soccer Field Development – Forest Field Park* were opened and publicly read at the Park Headquarters, 221 North Main Street, Centerville, Ohio at 2:00 P.M. on Thursday, July 7, 2011

Contract Award – Parking Lot and Practice Soccer Field Development – Forest Field Park. The Board approved a motion to accept the bid from Flora Excavating, Inc. as the lowest responsible, responsive, and

best bid for *Parking Lot and Practice Soccer Field Development – Forest Field Park* and to award a contract to Flora Excavating, Inc. for a total amount of \$416,989.00 to be paid from account 101.02.52552 Forest Field Parking Lot as included in the approved 2011 Appropriation Budget.

COMMISSIONER COMMENTS

Ms. Weisman thanked Mrs. Castillo for the tremendous job she has done for the Park District. She also thanked the staff for their great work at the Americana Festival. She read aloud an email from Rich Davis, UD Cross Country coach, expressing his opinion regarding the environmental impact of adding pavement to parks. Ms. Weisman explained the need for balancing environmental concerns with making parks accessible.

Mr. Lee reported hearing good things about the baseball and softball programs in the parks. He suggested operations staff check the height on the swings in the parks. Mr. Carter explained that the safety standards include a minimum and not a maximum height, but that staff will check the swings when they till and add mulch to the playgrounds later this summer.

Mr. Williams recognized Kim Birdseye for agreeing to continue his service on the audit committee. He requested email announcements of the audit committee meetings so that the Commissioners can also attend. Mr. Williams wished good luck to Mrs. Castillo in her new position at National Trail Parks and Recreation District.

STAFF REPORTS

Mr. Williams notified Mr. Carter that a neighbor has been dumping in Little Mound Park. Mr. Carter said he will post a no dumping sign. He explained the Park District tree replacement plan. He said the grow tubes being used at Sugarcreek Metropark are very expensive. He said volunteers will help collect ash seeds for possible planting in the future.

Ms. Weisman expressed her support of camperships listed on the updated Park District Wish List. Discussion followed on how best to identify needy recipients. She also said she supported native plant material on the list.

Mrs. Castillo reported that she and Mrs. Marks have a web meeting scheduled with the RecNet representative to help improve program training. She thanked the Board for helping staff the Park District booth at the Americana Festival. She also reported that the changes to the Summer Recreation Program have been well-received.

Mrs. Smith reported on the audit committee meeting held on July 5, 2011. She reported that the committee members reviewed the banking services proposals from Fifth Third Bank, KeyBank, and PNC Bank and recommended the designation of Fifth Third Bank as the depository for Park District funds. Mrs. Smith also reported that the audit of Park District financial records for 2009 and 2010 by the Ohio State Auditor's office is in the final stages of review. She said that the Park District will receive an unqualified opinion, with no management letter or verbal comments.

Mrs. Kennard thanked Mr. Lee and Ms. Weisman for attending the July 6 advocacy days event. She said that while no federal or state legislators attended, it was still a successful event. She reported that State Senator Peggy Lehner and Judge Steven Dankof are scheduled to attend the July 27, 2011 program. She also invited the Commissioners to participate in a flash mob which will be submitted to NRPA's Rock Your Park competition. Mrs. Kennard reported that she and Mr. Birdseye plan to start work on establishing a 501(c)(3) organization in support of the Park District. She said she received 33 resumes for the program manager position and will interview the top candidates. Lastly, she announced plans for a farewell breakfast and lunch for Mrs. Castillo on Friday, July 15, 2011.

Meeting adjourned at 7:55 P.M.

Complete Board meeting minutes are available at Park District Headquarters during regular business hours.