

**Regular Meeting Minutes
February 12, 2018**

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, Project Manager; Ms. Marks, Program Manager and Ms. Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on February 9, 2018 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 January 08, 2018 work session and regular meeting were approved by Board Consensus.

IV. VISITORS

Representatives of the Centerville Christian Fellowship attended for purposes of the Executive Session.

V. EXECUTIVE SESSION

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

Commissioner Sanchez made a motion to move to Executive Session at 7:03 P.M.; Second by Commissioner Lee. Roll Call Vote: Sanchez—Aye, Lee, Aye, Monahan, Aye. Board moved to Executive Session at 7:28 P.M.

VI. FISCAL

A. January 31, 2018 General Fund Financial Summary:

	2018 Budget & Carryover	2018 YTD	% of Budget
Revenue			
Property Taxes	\$ 4,683,704	\$ 311,567	6.7%
Interest	75,000	8,808	11.7%
Donations	27,500	25,675	93.4%
Program	160,000	2,320	1.5%
Other	55,000	195	0.4%
	\$		
	\$ 5,001,204	348,565	7.0%
Expenditures			
2 - Park Improvements	\$ 3,912,335	\$ 12,661	0.3%
3 - Operations	727,415	96,663	13.3%
4 - Equipment	157,845	5,644	3.6%
5 - Payroll	2,485,844	139,940	5.6%


**Centerville-Washington
PARK DISTRICT**

6 - Prof. Services	237,235	7,221	3.0%
7 - Utilities and Fees	337,694	13,897	4.1%
8 - Office Operations	156,333	1,954	1.2%
9 - Programs	139,326	3,849	2.8%
10 - Matching Funds	26,408	0	0.0%
11 - Transfers - out	10,500	639	6.1%
13 - Advances - out	93,178	0	0.0%
		\$	
Total expenditures	\$ 8,284,114	282,467	3.4%
Net +/-	<u><u>\$ 66,098.34</u></u>		

B. January 31, 2018 Investment Report:

	Fifth Third Bank	STAR Ohio	STAR Plus	CDs	Total
General Fund	\$1,042,688.63	\$4,118,851.96		\$1,973,000.00	\$7,134,540.59
PI Fund	13,917.81				13,917.81
LA Fund	7.82	555,329.22	17,806.76		573,143.80
Yeck Fund	91,001.54				91,001.54
Total	<u><u>\$1,147,615.80</u></u>	<u><u>\$4,674,181.18</u></u>	<u><u>\$17,806.76</u></u>	<u><u>\$1,973,000.00</u></u>	<u><u>\$7,812,603.74</u></u>

No Star Ohio transfers
C. Approval of Bills

Commissioner Sanchez made the motion, and the Commission approved, authorizing the January 2018 financial report and bills for payment.

VII. BUSINESS
A. Modification to Sport Field Use Policy.

Staff added a policy statement defining Recognized Groups. The Board had no objections.

Commissioner Lee made the motion, and the Commission approved the revised Sport Field Use Policy.

B. Maintenance Facility

Commissioner Lee made the motion, and the Commission approved moving to the construction document phase of the maintenance facility project with an estimated budget of \$2,432,100.

C. Purchase Order – Anthem

January Anthem bill is over Director’s limit of approval. The amount is in the Board approved final appropriation budget.

Commissioner Sanchez made the motion, and the Commission approved a purchase order in the amount of \$25,156.65 for insurance payable to Anthem.

D. Purchase Order – Montgomery County Property Tax

2017 property tax bills are over Director’s limit of approval. \$25,107 of these bills relate to properties that have applications under review for exemption. This dollar amount should be refunded when the exemptions are approved.

Commissioner Sanchez made the motion, and the Commission approved a purchase order in the amount of \$28,000 for property tax relating to 2017.

VIII. DIRECTOR’S REPORT

- a. 5-year CIP Picture – Mr. Biondo moved this to the March 2018 meeting agenda.
- b. March Meeting:
 - Attorney Vollmar to visit Board
 - Controlled serving of alcoholic beverages in Parks

IX. DEPARTMENT REPORTS (4th Quarter 2017 Report in lieu of Department Reports)**X. COMMISSIONERS COMMENTS**

- Commissioner Lee
 - Asked whether the District’s water supplies (to fountains, specifically) are tested for lead. Mr. Carter answered that the County is responsible for handling water testing.
 - Requested a timeline for Nature Nook improvements.
 - Structural improvements estimated to start in 2021
 - Parking lot expansion estimated to be sent out for bid June 2018
 - Inquired as to whether the Park Ambassador program still exists. It does not but the idea of having a similar program/structure will be addressed with the Community Engagement Coordinator.
 - Suggested promoting taking CWPD “swag” to interesting locations and having pictures taken with it (t-shirts)
- Commissioner Monahan
 - Inquired as to why the City of Centerville has separate parks and encouraged Mr. Biondo to continue dialogue with the new City Manager about this.
- Commissioner Sánchez
 - Mrs. Sanchez attended the Adventure Summit (and event promoting outdoor skill, culture and experience) and wanted to mention seeing a speaker who specifically mentioned enjoying CWPD’s Iron Horse Park.
 - Great job at pop-up snow program!
 - Quality of Volunteers is great!



XI. ADJOURNMENT

Mr. Monahan adjourned the meeting at 8:16 P.M.

A Board work session will be held April 9, 2018 at 6:00 P.M. followed by a regular meeting at 7:00 P.M. at Park Headquarters, 221 N. Main St, Centerville.

Approved:

Attested:

Daniel Monahan, President

Lucy Sanchez, Secretary