

Regular Meeting Minutes

May 21, 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 7:00 P.M. with the following attending: Commissioners Lee, Monahan and Sánchez; Mr. Biondo, Director; Mr. Carter, Operations Manager; Mr. Meyer, Project Manager and Ms. Marks, Program Manager. Notice of this meeting was sent to the Dayton Daily News on May 17, 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 April 09, 2018 work session and regular meeting were approved by Board consensus.

IV. VISITORS

Brian, Teresa and Rachel Feldmeyer, along with Jim Teske relayed their summary of the Washington Township meeting earlier in the day. Told Park Commissioners that the developer no longer has a contract on the property. Township has placed a 45-day hold on the property before they will accept a new contract. Asked the Board to consider acquiring the site for a park and offered to do what they could to help.

V. FISCAL

A. April 30, 2018 General Fund Financial Report:

General Fund Budget Summary			
April 30, 2018			
	2018 Budget & Carryover	2018 YTD	% of Budget
Beginning Cash 2018	\$ 7,068,439.00	\$7,068,439.00	
Revenue			
Property Taxes	4,683,704	2,402,394	51.3%
Interest	75,000	34,645	46.2%
Donations	27,500	26,033	94.7%
Program	160,000	72,773	45.5%
Other	55,000	6,993	12.7%
Total Revenue	5,001,204	2,542,837	50.8%
Beginning Cash + Revenue	12,069,643	9,611,276	


**Centerville-Washington
PARK DISTRICT**
Expenditures

2 - Park Improvements	3,912,335	186,575	4.8%
3 - Operations	727,415	176,588	24.3%
4 - Equipment	157,845	72,873	46.2%
5 - Payroll	2,485,844	610,378	24.6%
6 - Prof. Services	237,235	29,771	12.5%
7 - Utilities and Fees	337,694	84,313	25.0%
8 - Office Operations	156,333	34,543	22.1%
9 - Programs	139,326	22,896	16.4%
10 - Matching Funds	26,408	6,501	24.6%
12- Bill Yeck	-	-	0.0%
11 - Transfers - out	10,500	3,029	28.8%
13 - Advances - out	93,178	-	0.0%
Total expenditures	8,284,114	1,227,467	14.8%

Net YTD

\$8,383,809.41
B. April 30, 2018 Investment Report:

	Fifth Third Bank	STAR Ohio	STAR Plus	CDs	Total
General Fund	\$1,494,975.39	\$2,454,470.18	\$2,482,796.77	\$1,973,000.00	\$8,405,242.34
PI Fund	13,917.81				13,917.81
LA Fund	(7,688.65)	557,664.26	17,856.76		567,832.37
Yeck Fund	91,002.59				91,002.59
Total	\$1,592,207.14	\$3,012,134.44	\$2,500,653.53	\$1,973,000.00	\$9,077,995.11

Transfer \$2,482,000 from Star Ohio to Star Plus for interest earning potential
C. Approval of Financial and Investment Activity

Board Comments and questions: Be sure we know of the GIS system back-up/recovery features; No price or fee break on the County building permit fee for park districts; Williams Architect payment is "milestone activated".

Commissioner Sanchez moved, and the Commission approved, to authorize the April 2018 financial and investment activity.

VI. BUSINESS
A. Modification to Park Rule Chapter IV, Section 5—Firearms, Weapons and Tools, Paragraph (b).

Board agreed to add a phrase taken from the Five Rivers Metro Parks rule governing firearms.

Commissioner Lee moved, and the Commission approved, to modify the Park Rule VI-5-(b) to include the phrase "**and those authorized to carry concealed weapons under O.R.C. 2923.12**" to comply with the Ohio Revised Code.

B. Resolution to Apply for NatureWorks Grant for a Challenge Course

Centerville-Washington Park District, 221 N. Main St., Centerville, Ohio 45459



The resolution affirms that the Board has the money to match the grant, and that the Board is committed to the project. A Challenge Course, or Obstacle Course, has been discussed for the past few years. Staff conducted an electronic questionnaire that was sent to residents. Over 80% support the idea of a challenge course.

Board advocated for a challenge course for multiple ages, with a progression feature designed in the course.

Commissioner Lee moved to approve, and the Commission approved, Resolution 2018-02 to apply for an Ohio Department of Natural Resources "NatureWorks" grant for a Challenge Course.

C. POD Design, LLC--Contract for Bill Yeck Master Plan

Based on the review of the preliminary master plan, consideration of program and design elements suggested by the public, a final scaled, color-rendered master plan will be submitted and presented as POD's recommendations to the park district.

The final deliverables will include a digital (PDF) copy of the following:

- A single illustrative site plan depicting the revised development plan and phasing opportunities
- Narrative describing the approach to the revised development plan

- A development program with an itemized list of each of the improvements with quantities, planning level cost estimates and phasing for the park district to utilize in updating its approach to complete the project in its entirety

Commissioner Sanchez moved, and the Commission approved, the contract to POD design for Bill Yeck Park Master Plan in the amount of \$54,000 including a 5% project contingency.

D. Purchase Order for Neighborhood Playground Improvements

Playground structures at Green, Old Lane, and Brittany Hills Parks are scheduled for minor repairs and updates. All equipment to be purchased from Landscape Structures Inc. through the Ohio Department of Administrative Services (DAS) joint purchasing program. The allocation is in the General Fund budget at \$100,000.

Commissioner Lee moved, and the Commission approved, a purchase order in the amount of \$41,204.36 to Landscape Structure Incorporated (LSI) for the purchase of playground equipment for Green, Old Lane and Brittany Hill Parks.

E. Purchase Order for Asphalt Tennis Court Repairs

The tennis courts at Forest Field and Village South Parks are scheduled for repairs and resurfacing this year. Project scope includes crack filling and crack repair, color resurfacing, and re-striping. The allocation is in the General Fund budget at \$33,000.

Commissioner Sanchez asked if pickleball lines would be added. Staff affirmed that there will be both tennis and pickleball lines.

Commissioner Sanchez moved, and the Commission approved, a purchase order in the amount of \$34,385.00 to contract with Schubert Tennis for the repair and resurfacing the tennis courts at Forest Field and Village South Parks.



F. Purchase Order replacement for Forest Field Playground

Resident comments suggested two larger amenities than were originally planned, for an increase of \$17,000. The original approval of the purchase order was not for the higher amount.

Commissioner Lee moved, and the Commission approved, two purchase orders for the Forest Field Playground totaling \$287,000, negating the previous purchase order for \$270,000 approved at the March 2018 Board Meeting.

G. Announcement of Court of Common Pleas Appointment of Commissioner for 2018 to 2021.

Director Biondo shared the official documents demonstrating the re-appointment of Ms. Sanchez for a 3-year term. Commissioners Lee and Monahan congratulated Ms. Sanchez on her reappointment. The appointment runs through May of 2021.

H. Board Officer Selection

Commissioner Lee moved to appoint Ms. Lucy Sanchez as Board President; Mr. David Lee as Vice-President; and Mr. Daniel Monahan as Secretary. Motion passed 3-0

VII. DIRECTOR'S REPORT

- A. Thanks to Commissioners for attending Public Entities joint meeting. Received positive feedback from the attendees.
- B. Gold Medal Finalist: Neighboring park agencies and local public entities have been sharing congratulations. Commissioners suggested adding announcement on the District website.
- C. May 8 Elections: Biondo attended some of the local election results-watching gatherings on behalf of the Park District.

VIII. DEPARTMENT REPORTS

- Business
- Operations
- Programs
- Project

IX. COMMISSIONERS COMMENTS

- Commissioner Lee: Commented that he likes the new request processing system.
- Commissioner Monahan: Asked for a St Leonard conservation easement—area needs to be resurveyed; received okay from State granting agency to move the easement and trail to the south side of the creek.
- Commissioner Sánchez, no additional comments.

X. EXECUTIVE SESSION

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

Commissioner Sanchez made a motion to move to Executive Session at 8:20 P.M.; Second by Commissioner Lee. Roll Call Vote: Sanchez—Aye, Lee, Aye, Monahan, Aye. Board returned to Open Session at 8:42 P.M.

XI. ADJOURNMENT

President Monahan declared the meeting adjourned at 8:43PM.



A Board work session will be held June 11 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:

Lucy Sanchez, President

Dan Monahan, Secretary