



## AGENDA

### Regular Meeting

Centerville-Washington Park District  
Board of Commissioners  
Park Headquarters  
221 N. Main St., Centerville, OH 45459  
March 11, 2019  
7:00 P.M.

### 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 7:02 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 March 8, 2019 and was posted on the Park District web site, [www.cwpd.org](http://www.cwpd.org).

### II. CHANGES OR ADDITIONS TO THE AGENDA

No Changes or Additions were made.

### III. APPROVAL OF MINUTES

Commissioner Lee moved, and Commissioner Monahan seconded for approval of the work session and regular meeting minutes from February 11, 2019. Commissioners Lee, Monahan, and Sanchez: all ayes, motion carried.

### IV. VISITORS

Mr. Kim Birdseye came to request information regarding the February 2019 notice from CWPD to not renew the Memorandum of Understanding with the Washington Township. President Sanchez briefed Mr. Birdseye on the history of the agreement and interactions between the agencies regarding both collaboration, as a whole, and meeting to refresh and update the MOU to meet the needs of the community as of 2019 (as opposed to 1993, when the MOU was written). President Sanchez further assured Mr. Birdseye that it is of utmost interest to both the CWPD Board and Staff to continue a collaborative and cooperative relationship with the Township.

### V. FISCAL

#### General Fund Financial Summary

February 28, 2019

	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2019	\$ 7,681,744	\$ 7,681,744	
<b>Revenue</b>			
Property Taxes	4,735,740	2,700,521	57.0%
Interest	100,000	32,798	32.8%
Donations	7,000	220	3.1%



Program	170,000	18,517	10.9%
Advances	1,007,469	93,178	9.2%
Other	32,200	1,263	3.9%
<b>Total</b>	<b>6,052,409</b>	<b>2,846,496</b>	<b>47.0%</b>
<b>Beginning Cash + Revenue</b>	<b>13,734,153</b>	<b>10,528,240</b>	
<b>Expenditures</b>			
2 - Park Improvements	1,849,074	628,882	34.0%
3 - Operations	743,186	208,632	28.1%
4 - Equipment	202,405	53,798	26.6%
5 - Payroll	2,664,042	875,698	32.9%
6 - Prof. Services	231,481	44,735	19.3%
7 - Utilities and Fees	339,607	145,378	42.8%
8 - Office Operations	148,946	71,071	47.7%
9 - Programs	156,426	21,580	13.8%
10 - Matching Funds	30,000	4,758	15.9%
11 - Transfers - out	1,203,963	552,991	45.9%
13 - Advances - out	914,291	5,000	0.0%
<b>Total expenditures</b>	<b>8,483,420</b>	<b>2,612,523</b>	<b>30.8%</b>
<b>Net YTD</b>		<b>\$ 7,915,717</b>	

#### A. Approval of Bills

Commissioner Monahan moved, Commissioner Lee seconded, to authorize the February 2019 financial and investment activities. Commissioners Lee, Monahan, and Sanchez: all ayes, motion carried.

## VI. BUSINESS

#### A. Capital One Purchase Order

The 2019 combined (budgeted) debt service payments, relating to the 2018 bond issue, will total \$219,762.50. A purchase order will need to be Board-approved.

Commissioner Lee moved, Commissioner Monahan seconded, to approve a purchase order for Capital One Public Funding in the amount of \$219,762.50.

#### B. Purchase Order - 2019 Contracted Mowing

Three companies bid for the work in 2019. The two lowest bids were within the budget of \$60,000. After reference checks, the recommendation is to contract with Professional Property Maintenance. For informational purposes, this is not the company used in 2017 and 2018.

Commissioner Monahan moved, Commissioner Lee seconded, to approve a purchase order for \$57,090 for Professional Property Maintenance to provide mowing services in parks in 2019.

### C. Resolution 2019-09 - NatureWorks Grant

This is the standard action that allows for the Park District to apply for the grant. It is intended that the District would apply to land a grant for the replacement of the Schoolhouse playground this year. The resolution affirms that the Board has the funds to meet the grants matching requirements.

Commissioner Lee moved, Commissioner Monahan seconded, to approve Resolution 2019-09 to apply for an Ohio Department of Natural Resources “NatureWorks” grant for the Schoolhouse playground.

### D. Hithergreen Purchase Agreement Amendment

Because of changes in the grant funding structure, documents were not ready at meeting time for review or vote. This item was tabled.

## VII. DIRECTOR’S REPORT

- Twp. Rec Center follow up
- Bike Miami Valley
- OPRA ideas
- St. Leonard conservation easement

## VIII. DEPARTMENT REPORTS

- Business
- Operations
- Programs
- Project

## IX. COMMISSIONERS COMMENTS

- Commissioner Lee
  - No Comments
- Commissioner Monahan
  - Requested information regarding soccer field scheduling, as it relates to correspondence between CUSA and CWPD staff. Staff reassured Mr. Monahan that the two parties had a productive meeting. No changes planned for spring, and that the overall soccer needs will be reviewed in the fall.
- Commissioner Sánchez
  - No Comments

## X. EXECUTIVE SESSION

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

Commissioner Lee made a motion to move to Executive Session at 8:07 P.M., second by Commissioner Monahan.

### Roll Call Vote

Sanchez, Aye

Lee, Aye

Monahan, Aye

Board returned to Open Session at 8:11 P.M.



**XI. ADJOURNMENT**

Ms. Sanchez adjourned the meeting at 8:11 P.M.

A Board work session will be held April 08, 2019 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