



Regular Meeting Minutes

September 04, 2019

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 the Park Operations Facility. 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; Ms. Marks, Program Manager, Mr. Meyer, Projects and Planning Manager; and Ms. Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on September 0, 2019 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 August 12, 2019 work session and regular meeting were approved by Board consensus.

IV. VISITORS

There were no visitors in attendance.

V. FISCAL

General Fund Financial Summary			
August 31, 2019			
	Budget + Carryover	YTD	% of Budget
Beginning Cash 2019	\$ 7,681,744	\$ 7,681,744	
Revenue			
Property Taxes	4,798,527	4,463,907	93.0%
Interest	100,000	130,991	131.0%
Donations	7,000	487	7.0%
Program	170,000	171,598	100.9%
Advances	1,007,469	93,178	9.2%
Other	32,200	7,510	23.3%
Total	6,115,196	4,867,671	79.6%
Beginning Cash + Revenue	13,796,940	12,549,415	
Expenditures (YTD includes encumbrances)			
2 - Park Improvements	1,849,074	1,398,586	75.6%
3 - Operations	743,186	430,191	57.9%
4 - Equipment	202,405	131,251	64.8%
5 - Payroll	2,664,042	1,885,278	70.8%
6 - Prof. Services	231,481	139,778	60.4%
7 - Utilities and Fees	339,607	211,519	62.3%
8 - Office Operations	148,946	110,210	74.0%
9 - Programs	156,426	116,319	74.4%
10 - Matching Funds	30,000	5,958	19.9%
11 - Transfers - out	1,204,963	923,779	76.7%
13 - Advances - out	914,291	5,000	0.0%
Total expenditures	8,484,420	5,357,868	63.1%
Net	\$ 5,312,520	\$ 7,191,546	

Approval of Financial and Investment Activities

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

VI. BUSINESS

1. Grant Park Stream Restoration Project

Construction bids opened on Tuesday, September 3. The scope of work was reviewed and slightly modified to get within budget projection and engineer's estimate.

Commissioner Sanchez moved, Commissioner Monahan seconded, to award a contract to Evans Demolition/Site Development/Landscaping for the trail and shoreline restoration at Grant Park in the amount of \$185,149 and a 5% contingency. Commissioners Lee, Monahan and Sanchez: ayes, motion carried.

2. Stewardship Policy

The third draft of the Policy was presented to the Board and included the following changes (at the Board's request):

1. Showing the first priority being environmental benefit
2. Acknowledging the need to conduct cost-to-benefit analysis
3. Giving Board more leeway and flexibility in deciding how much of a new or renovated park will be in native plants

Commissioner Sanchez moved, and the Board unanimously agreed, to adopt the Stewardship Policy, effective immediately.

3. Change Order for Activity Center Rehab Project

Staff reviewed the recent discovery during construction of the community program room. It was determined when cutting for doors and windows that the existing board and batten strips had no plywood sheathing or waterproof membrane. This would leave the building with many areas where water could seep into the building, not only voiding warranties, but causing damage to the interior.

To adequately protect the building and the investment, plywood sheathing and waterproofing must be installed. Then, install new maintenance-free siding that will last for many years.

Commissioner Lee moved, Commissioner Sanchez seconded, to authorize up to \$50,000 for additional expense of underlayment and siding for Activity Center building.

VII. DIRECTOR'S REPORT

1. Report on CRA (Community Reinvestment Area) meeting
2. October 3 Bob Bigelow presentation and clinic

VIII. DEPARTMENT REPORTS



- Business
- Operations
- Programs
- Project

IX. COMMISSIONERS COMMENTS

- Commissioner Lee
 - No Additional Comments
- Commissioner Monahan
 - Commissioner Monahan discussed the aesthetics of the apiary (Bill Yeck park) and staff talked about signage at the site and when is best to see action from the bees.
- Commissioner Sánchez
 - No additional comments

X. ADJOURNMENT

Mr. Lee adjourned the meeting at 8:08 P.M.

A Board work session will be held October 14, 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

David Lee, President

Dan Monahan, Secretary