



Regular Meeting Agenda Items
Board of Commissioners
Monday, January 10, 2020
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 the Park Operations Facility. The meeting was called to order at 7:01 P.M. with the following attending: Commissioners Lee, Monahan and Sánchez; Mr. Carter, Operations Manager; Ms. Marks, Program Manager; Mr. Meyer, Planning and Project Manager; and Ms. Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on January 10, 2020 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 December 09, 2019 work session and regular meeting were approved by Board consensus.

IV. VISITORS

No visitors were in attendance.

V. FISCAL

General Fund Financial Summary		
December 31, 2019		
	Budget + Carryover	YTD
Beginning Cash 2019	\$ 7,681,744	\$ 7,681,744
Revenue		
Property Taxes	4,798,527	5,050,051
Interest	100,000	181,586
Donations	7,000	3,668
Program	170,000	201,600
Advances	1,007,469	93,178
Other	32,200	39,912
Total	6,115,196	5,569,995
Beginning Cash + Revenue	13,796,940	13,251,739
Expenditures (YTD includes encumbrances)		
2 - Park Improvements	1,892,954	1,816,568
3 - Operations	743,186	663,817
4 - Equipment	202,405	179,441
5 - Payroll	2,664,042	2,506,484
6 - Prof. Services	231,481	154,586
7 - Utilities and Fees	339,607	305,141
8 - Office Operations	148,946	118,249
9 - Programs	163,426	154,067
10 - Matching Funds	30,000	5,948
11 - Transfers - out	1,204,963	1,159,450
13 - Advances - out	914,291	125,000
Total expenditures	8,535,300	7,188,749
Net	\$ 5,261,640	\$ 6,062,990

A. Approval of Financial and Investment Activity

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

VI. BUSINESS**A. 2020 Final Budget**

Commissioner Monahan moved, Commissioner Lee seconded, moves to approve Resolution 2020-01, the 2020 Final Budget. Commissioners Lee, Monahan and Sanchez: all ayes, motion carried. A copy is attached to and made a part of these minutes.

B. Pay Scale Review

This item was tabled until the February 10, 2020 meeting.

C. Pricing Policy

Commissioner Sanchez moved, Commissioner Lee seconded, to approve the Pricing Policy, as attached to the minutes. Commissioners Lee, Monahan and Sanchez: all ayes, motion carried.

D. Purchase Orders

To make requisition and purchase order requests more efficient, staff would like to request approval of the following purchase orders, which should cover most of 2020 expenditures for the vendors.

- Dayton Power & Light - \$50,000
- Medical Mutual Insurance - \$309,000
- Montgomery County Water - \$30,000
- OPERS - \$275,000
- Quanexus - \$30,000

Commissioner Monahan moved, Commissioner Sanchez seconded, moves to approve 2020 purchase orders listed within the minutes. Commissioners Lee, Monahan and Sanchez: all ayes, motion carried.

E. Resolution to solicit Competitive Sealed Proposals

The Ohio Revised Code requires a resolution to solicit Competitive Sealed Proposals (CSP's) that the district determines would be advantageous, and complies with section 307.862 of the Ohio Revised Code. CSP's differ from Competitive Sealed Bids by offering a greater degree of flexibility when evaluating proposals, and allow for negotiations regarding price, schedule, and technical requirements before awarding a contract.

Commissioner Lee moved, Commissioner Monahan seconded, moves to approve Resolution 2020-02 to authorize Competitive Sealed Proposals pursuant to Ohio Revised Code 307.862. Commissioners Lee, Monahan and Sanchez: all ayes, motion carried.

VII. DIRECTOR'S REPORT

- Regarding the list of 7 priorities for the year, I have started on each of these: Preparing staff or pending transition with improving communication; Commissioner on-boarding process and materials; Steps toward community bike trail network; Chart of Accounts outline; Grant Master plan early steps.
- CWPD has been contacted by Irongate Realtors about a potential land donation. We will be evaluating its value and viability as park land in the next few weeks.



- Please find the annual report to the trustees of the Yeck Foundation, detailing the work done in 2019 and planned for 2020. There are two more years on the agreement to fund CWPD work for the agreed-upon five-year total of \$250,000.
- Ohio Park and Recreation Conference is next month, Sunday, February 2- Wednesday, February 5.

VIII. DEPARTMENT REPORTS

- Business
- Operations
- Programs
- Project

IX. COMMISSIONERS COMMENTS

- Commissioner Monahan
 - Initiated a discussion about the Cornerstone development and asked that they be provided with talking points, should someone in the community ask.
- Commissioner Sánchez
 - No additional comments.
- Commissioner Lee
 - Initiated a discussion on whether anyone on staff would be interested in being licensed to fly drones. Staff is more comfortable, at this time, with having contractors do any work that is needed.

X. ADJOURNMENT

A Board work session will be held February 10, 2020 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