



Regular Meeting Agenda Items

Meeting Minutes

September 9, 2020

In accordance with the directive of the State of Ohio Attorney General's Office, the meeting will be conducted remotely during the COVID-19 restrictions on gatherings, using an on-line meeting application with the option for members of the public to attend.

On-line "visitor" connections will be muted until item IV of the Regular Business meeting, or, if the Park Board President invites a visitor to make a comment.

Instructions for attending the on-line meeting have been posted on the Park District website, www.cwpd.org.

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 via Zoom (video conferencing). The meeting was called to order at 7:00 P.M. with the following attending: Commissioners Pearl, Monahan and Sánchez; Mr. Biondo, Director; 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 August 07, 2020 and was posted on the Park District web site, www.cwpd.org.

II. EXECUTIVE SESSION

Commissioner Sanchez moved to enter Executive Session at 7:02 for the purpose of discussing Personnel ORC 121.22(G).

Roll Call Vote

Commissioner Pearl - Aye

Commissioner Monahan - Aye

Commissioner Sanchez – Aye

The Board rose from Executive Session at 7:47PM

III. CHANGES OR ADDITIONS TO THE AGENDA

Director's Report was moved to the Work Session, after confirming no late visitor requests.

IV. APPROVAL OF MINUTES

Minutes for the August 2020 meeting were approved by Board consensus.

V. VISITORS

No visitors were in attendance.



VI. FISCAL

General Fund Financial Summary			
August 31, 2020			
Revenue	Budget	YTD Revenue	% of Budget
Property Taxes	4,837,733	4,491,570	92.8%
Interest	120,000	81,342	67.8%
Donations	5,000	3,956	79.1%
Program	167,400	67,864	40.5%
Field/Facility	47,600	14,685	30.9%
Grant Proceeds	3,000		0.0%
Advances	245,356	125,000	50.9%
Other	30,000	36,369	121.2%
Total	5,456,089	4,820,786	88.4%
Beginning Cash + Revenue	12,002,577	11,367,274	
Expenditures	Budget + Carryover	YTD Expense	% of Budget + Carryover
2 - Park Improvements	1,043,115	685,033	65.7%
3 - Operations	721,171	415,704	57.6%
4 - Equipment	202,459	142,141	70.2%
5 - Payroll	2,700,582	1,855,304	68.7%
6 - Prof. Services	291,935	228,829	78.4%
7 - Utilities and Fees	385,194	238,426	61.9%
8 - Office Operations	129,226	59,059	45.7%
9 - Programs	178,055	72,392	40.7%
10 - Matching Funds	32,500	2,886	8.9%
11 - Transfers - out	1,028,734	695,578	67.6%
13 - Advances - out	120,356	-	0.0%
Total Expenditures	6,833,327	4,395,352	64.3%
	Net YTD	\$6,971,922.38	

CHECKS DATED AUGUST 13, 2020

Alyssa Schulte	Tuition Reimbursement	2,079.60
Amy Holtkamp	Shelter Reservation Refund	72.00
AT&T	Utilities	175.14
Batteries Plus	Supplies	49.75
Butler Hvac Holding Co, Inc.	HVAC Repair	302.50
Capital One Public Funding	Debt Prepay	625,137.90
Centerville Automotive Inc	Repairs	198.50
Dayton Pool Management Inc	Sprayground Management	287.20
Dayton Power & Light	Utilities	1,999.26
Evans Landscaping, Inc	Bank Restoration - Grant	54,875.36
Flex Bank Inc	Fees	3.00
Janet Hartsock	Programming	600.00
Professional Property	Contracted Mowing	9,307.00
Montgomery County Water	Utilities	128.71
MVRPC	Dues	500.00



Ohio Dept Of Job & Family Serv	Unemployment	31.68
Ohio Parks & Recreation	Dues	2,595.00
Pannier Graphics	Signage	171.00
Perry Shellaberger	Shelter Reservation Refund	72.00
Phillips Companies, Inc.	Aggregate Materials	105.68
Pro Oncall Technologies	Security System Monitoring/Service Call	262.50
Quanexus	IT Support	5,022.58
Scottissue - Flexpac	Janitorial Supplies	176.80
Sonya Harry	Shelter Reservation Refund	72.00
Spectrum Business	Utilities	1,273.72
Sprint	Utilities	229.87
Staples Advantage	Office Supplies	54.52
Swartz Mulch	Mulch	61.00
The Lake Doctors Inc	Pond Management	229.00
The Vernon Company	Uniforms	359.40
Uline	Supplies	419.63
US Bank	Copier Lease	93.34
Village Rental Inc.	Equipment Rental	3,035.25

CHECKS & EFTS DATED AUGUST 20, 2020

Aramark	Uniforms	106.25
Centerville Gravely Sales	Supplies	33.98
Dayton Power & Light	Utilities	157.83
Dental Care Plus, Inc.	Insurance	1,575.06
Duncan Oil Company	Fuel	1,366.09
Centerville Landscaping Inc	Backflow Piping Repair	107.38
Mark Haynes Construction Inc	Creek Crossing - Grant	2,770.00
Medco Supply Co.	Safety Supplies	147.64
Montgomery County Water	Utilities	21.38
Penchura, Llc	Playground Equipment - Schoolhouse	35,241.00
Phillips Companies, Inc.	Aggregates	589.58
Prime Time Party Rental, Inc	Programming	482.50
Reliance Standard Life Ins	Insurance	1,191.18
Semco Outdoor	Rock & Stone for Creek Crossings	6,024.50
Staples Advantage	Office Supplies	399.87
Suzy's Sweets	Program Supplies	108.00
Swartz Mulch	Mulch	279.50
The Plant Trolley, Inc	Plants	4,182.00
Tree Care, Inc	Tree Removal/Tree Work	16,445.00
Village Rental Inc.	Equipment Rental	4,003.27
Vision Service Plan (Ct)	Insurance	399.49
Cedar Cliff School District	Employee Withholding	10.76
City of Centerville	Employee Withholding	3,607.72



Clinton-Massie School District	Employee Withholding	3.03
Club 51	Employee Withholding	45.00
Dental Care Plus	Employee Withholding	264.06
Fairborn School District	Employee Withholding	1.14
Fed'L Tax W/H - Eft	Employee Withholding	5,680.59
Flex Bank Inc	Employee Withholding	337.30
London School District	Employee Withholding	26.96
Medical Mutual	Employee Withholding	3,769.04
Medicare W/H -Eft	Employee Withholding	1,119.59
Miami East School District	Employee Withholding	49.70
Ohio Public Employees Deferred	Employee Withholding	2,152.28
Preble Shawnee School District	Employee Withholding	60.78
Reliance Life Insurance	Employee Withholding	340.43
State of Ohio	Employee Withholding	3,239.00
Various Banks - Eft	Payroll	56,704.80
Vision Service Plan	Employee Withholding	55.10

CHECKS DATED AUGUST 27, 2020

Centerville Automotive Inc	Repairs	111.00
Centerville Gravely Sales	Parts	6.04
Century Equipment Inc	Equipment	12,960.42
Christopher Muratore	Shelter Reservation Refund	108.00
Dayton Power & Light	Utilities	1,460.31
Duncan Oil Company	Fuel	955.48
Environmental Design Group Llc	Master Plan - Grant	19,041.63
Fleet Graphics	Signage	630.13
Koi Auto Parts	Parts/Repairs	18.13
Kroger	Supplies	11.97
Laird Plastics	Supplies	214.04
Lydia Kibler	Mileage Reimbursement	22.54
Mary Judith Wilson	Programming	864.00
Medco Supply Co.	Safety Supplies	44.80
Midstates Recreation	Parts	149.64
Montgomery County Water	Utilities	868.96
Nicole Lanich	Programming	4,550.40
Oakley Blacktop Inc.	Trail Paving/Parking Lot Striping/Crack Filling	97,866.30
Schott Plumbing Inc.	Backflow Recertification	150.00
Staples Advantage	Office Supplies	259.95
Swartz Mulch	Mulch	1,484.00
The Conservationist	Wildflower Seeding/Spraying	3,636.00
Vana Beekman	Programming	40.00
Verizon Wireless	Utilities	241.68
Village Rental Inc.	Equipment Rental	1,397.98



CHECKS & EFTS DATED SEPTEMBER 3, 2020

Advance Auto Parts	Parts/Supplies	75.83
All-Bright Janitorial, Llc	Shelter Restroom Cleaning	1,800.00
Allyson Deshurko	Cell Phone Allowance	30.00
Andrew Avers	Cell Phone Allowance	30.00
Andy Sandidge	Cell Phone Allowance	30.00
Aramark	Uniforms	508.63
Centerville Gravely Sales	Parts	44.98
Centerville Irrigation, Inc	Irrigation - Schoolhouse, Oak Grove	587.91
Dayton Power & Light	Utilities	19.76
Duncan Oil Company	Fuel	2,484.91
Handyman Ace Hardware	Parts/Supplies	164.96
Joel Thornton	Cell Phone Allowance	30.00
Justin Bates	Cell Phone Allowance	30.00
Kimball Midwest	Parts	93.99
Kristen Marks	Expense Reimbursement	42.69
Matt Sever	Cell Phone Allowance	30.00
Miami Valley Site Works, LLC	Sidewalk/Drive - Hithergreen	15,500.00
Montgomery County Water	Utilities	890.22
Ohio GFOA	Staff Training	100.00
Ohio Public Employees	Employer Contribution	32,898.82
Porta Kleen	Portable Toilets	480.00
Rebecca Ingram	Shelter Reservation Refund	48.00
Scottissue - Flexpac	Janitorial Supplies	846.20
Sean Kovacs	Cell Phone Allowance	30.00
Staples Advantage	Office Supplies	164.45
The Lake Doctors Inc	Pond Management	265.00
The Plant Trolley, Inc	Plants	250.00
The Vernon Company	Uniforms	342.00
Tim Pifer	Cell Phone Allowance	30.00
Tree Care, Inc	Tree Removal/Tree Work	2,800.00
Us Bank	Copier Lease	377.42
Vectren	Utilities	58.66
Wal-Mart Community	Supplies	127.12
Fed'L Tax W/H - Eft	Employee Withholding	5,283.45
Flex Bank Inc	Employee Withholding	337.30
Medicare W/H -Eft	Employee Withholding	980.29
Ohio Public Employees Deferred	Employee Withholding	2,365.09
Public Employees Retirement	Employee Withholding	23,499.23
Various Banks - Eft	Payroll	48,660.88

A. Approval of Financial and Investment Activity

Commissioner Sanchez moved, Commissioner Monahan seconded, to authorize the August 2020 financial and investment activity. Commissioners Pearl, Monahan and Sánchez: ayes, motion carried.

VII. BUSINESS

A. Land and Water Conservation Grant - Resolution 2020-06

This is the standard action that allows for the Park District to apply for the grant. It is intended that the District will apply to land a grant for the improvements to Yankee Park. The resolution affirms that the District has the funds to meet the grant's matching requirements.

Commissioner Pearl moved, Commissioner Sanchez seconded, to approve Resolution 2020-06 to apply for a Land and Water Conservation Fund grant for Yankee Park improvements. Commissioners Pearl, Monahan and Sánchez: ayes, motion carried.

C. Playground Equipment Purchase

Staff requested PO and contract approval for budgeted playground (equipment) enhancements at Little Mound Park and the Grant's Trail entrance to Grant Park. All companies presented participate in the joint purchasing program, approved by the State of Ohio, to satisfy competitive bid pricing requirements.

- Little Mound Park - proposal is \$28,500 (Playworld Midstates) for replacing old parts and equipment along with a few new playground amenities.
- Grant Park - proposal is \$51,000 (Penchura and Landscape Structures) for new playground structure and amenities.

Commissioner Sanchez moved, Commissioner Monahan seconded, to approve a purchase order and contract for \$28,500 to Playworld Midstates for the installation of new playground equipment at Little Mound Park.

Commissioner Sanchez moved, Commissioner Pearl seconded, to approve purchase orders and contracts totaling no more than \$51,000 (combined) for Grant Park playground equipment and installation.

VIII. COMMISSIONERS COMMENTS

- Commissioner Pearl
 - Some "You Are Here" signs at Yeck showing age
 - Likes surface of purple trail at Yeck, wanted to be sure staff was aware of gullyng that has occurred from storm water.
- Commissioner Monahan
 - Great job to operations department at Yeck (Rooks Mill entrance) on brown trail
 - Signage issues for park visitors on Yeck yellow trail (not clear that trail was closed)
 - Yeck was packed the day he visited; everything was beautiful!
- Commissioner Sánchez
 - Programs have been so great; glad to have a reason to get out to some parks she normally would not visit (geocaching, Where Is Owlexander, upcoming Where Is Grass Man)
 - Can sprayground remain open longer this year?
 - Staff has already planned to keep it open through September, as weather (and crowd volume) allows



IX. ADJOURNMENT

Director Sanchez adjourned the meeting at 8:10.

A Board work session will be held October 12, 2020 at 6:00 P.M. followed by a regular meeting at 7:00 P.M. via Zoom teleconferencing.

Approved

Lucy Sanchez, President

Attested

Alex Pearl, Secretary