



# Regular Meeting Agenda Items

## Meeting Minutes

May 10, 2021

In accordance with the directive of the State of Ohio Attorney General’s Office, the meeting was 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.

Instructions for attending the on-line meeting were posted on the Park District website, [www.cwpd.org](http://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. Carter, Operations Manager; Ms. Marks, Executive Director; Mr. Hensel, 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 May 7, 2021 and was posted on the Park District web site, [www.cwpd.org](http://www.cwpd.org).

### II. CHANGES OR ADDITIONS TO THE AGENDA

### III. APPROVAL OF MINUTES

Minutes for the April 2021 meeting were approved by Board consensus.

### IV. VISITORS

No visitors were in attendance.

### V. FISCAL

General Fund Financial Summary			
April 30, 2021			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2021	\$ 6,375,558	\$ 6,375,558	
<b>Revenue</b>			
Property Taxes	4,963,992	2,079,666	41.9%
Interest	56,000	23,320	41.6%
Donations	30,500	5,957	19.5%
Program	147,000	93,540	63.6%
Field/Facility	20,000	7,454	37.3%
Advances	205,356		0.0%
Grants (other)	3,000	1,500	50.0%
Other	5,000	47,637	952.7%
<b>Total</b>	<b>5,430,848</b>	<b>2,259,074</b>	<b>41.6%</b>
<b>Beginning Cash + Revenue</b>	<b>11,806,406</b>	<b>8,634,632</b>	
<b>Expenditures</b>			
2 - Park Improvements	1,497,134	277,089	18.5%
3 - Agency	626,099	386,134	61.7%
4 - Administration	805,804	437,408	54.3%
5 - Operations	2,562,412	1,158,417	45.2%
6 - Program	792,782	271,464	34.2%
7 - Matching Funds	72,558	20,395	28.1%
8 - Transfers (out)	800	133	16.7%
9 - Advances (out)	85,000	-	0.0%
<b>Total expenditures</b>	<b>6,442,588</b>	<b>2,551,041</b>	<b>39.6%</b>
Net YTD		\$ 6,083,590.94	



**A. Approval of Financial and Investment Activity**

Commissioner Pearl moved, Commissioner Monahan seconded, to authorize the April 2021 financial and investment activity. Commissioners Pearl, Monahan and Sánchez: ayes, motion carried.

**VI. BUSINESS**

**A. Clean Ohio Greenspace Grant – Schedule A; Resolution 2021-06**

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 purchase of land adjacent to Grant Park, currently owned by the Centerville City School District. The resolution affirms that the District has the funds to meet the grant's matching requirements.

Commissioner Sanchez moved, Commissioner Pearl seconded, to approve Resolution 2021-06 to apply for a Clean Ohio Greenspace Grant for purchase of land adjacent to Grant Park. Commissioners Pearl, Monahan and Sánchez: ayes, motion carried.

**B. Purchasing Card Policy Update**

The Purchasing Policy is attached and has been updated to add the ability to issue cards to those in a supervisory role.

Commissioner Pearl moved, Commissioner Monahan seconded, to approve the updates to the Purchasing Card Policy, as proposed. Commissioners Pearl, Monahan and Sánchez: ayes, motion carried.

**C. Position Reclassification**

A position reclassification may occur when a specific position or group of positions has undergone a significant change in the difficulty, kind, or degree of responsibility entailed in the work performed. Such reclassifications require the approval of the Board of Park Commissioners. The goal of reclassification is to increase efficiency or effectiveness to better serve the residents of the community. The Executive Director recommends reclassification of the Fitness and Wellness Supervisor to full-time status.

Commissioner Monahan moved, Commissioner Pearl seconded, to approve reclassifying the Fitness and Wellness Supervisor to full-time status. Commissioners Pearl, Monahan and Sánchez: ayes, motion carried.

**D. Hewitt Road Multi-Use Trail Land Donation**

The City of Centerville and City of Kettering are jointly constructing the Hewitt Avenue Bikeway extension. With these improvements the City of Kettering is requesting a both temporary and permanent donations of land along Whipp Road, adjacent to the Iron Horse Trail. The proposed permanent donation to the City of Centerville is 0.0611 acres and temporary donation is 0.0103 acres to the City of Kettering.

Commissioner Monahan moved, Commissioner Pearl seconded, to permanently donate .0611 acres, and temporarily donate .0103 acres, for the construction of the Hewitt Avenue Bikeway. Specific details can be found in the attached Resolution. Commissioners Pearl, Monahan and Sánchez: ayes, motion carried.

**E. Kids to Parks Day Proclamation**



Roll Call Vote:

- Lucy Sanchez - Aye
- Alexander Pearl - Aye
- Daniel Monahan - Aye

As a result of the roll call vote, the Board of Commissioners Proclaims May 15, 2021 as Kids to Parks Day.

**VII. DEPARTMENT REPORTS**

- Business
- Operations
- Programs
- Project and Planning

**VIII. DIRECTOR'S REPORT**

- Speaker at Rotary, 5/20
- Commissioner Appointment - Update
- Vacation May 22 - May 31

**IX. COMMISSIONERS COMMENTS**

- Commissioner Pearl
  - Read information that Centerville does not rate high for people with bikes; per NTHSD, Centerville rated 1.6/5
  - Interested in data re: volunteers (numbers, hours, dollar value)
- Commissioner Monahan
  - It has been a joy working with Commissioner Sanchez for eight years.
- Commissioner Sánchez
  - Mentioned Agraria Learning Farm as a local company that may be a good resource for info regarding barn restoration (for Grant barn).
  - Bike Centerville met with Tom Young, a state representative for the area; it appears he is an advocate for the biking community.
  - Thank you for nine great years.

**X. ADJOURNMENT**

Commissioner Sanchez adjourned the meeting at 7:47 pm

A Board work session will be held June 14, 2021 at 6:00 P.M. followed by a regular meeting at 7:00 P.M. at Park Headquarters, 221 N. Main St, Centerville.

**Approved**

Dan Monahan, President

**Attested**

Alex Pearl, Vice President