



Regular Meeting Agenda Items

Meeting Minutes

July 12, 2021

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 221 N. Main Street, Centerville, Ohio 45459. The meeting was called to order at 7:13 P.M. with the following attending: Commissioners Monahan, Pearl and Senney; Ms. Marks, Executive Director; Mr. Hensel, Program Manager; and Ms. Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on July 9, 2021 and was posted on the Park District web site, www.cwpd.org.

II. CHANGES OR ADDITIONS TO THE AGENDA

No changes were made.

III. APPROVAL OF MINUTES

Minutes for the June 2021 meeting were approved by Board consensus

IV. VISITORS

Kathie Bowers

V. FISCAL

General Fund Financial Summary			
June 30, 2021			
	Budget + Carryover	YTD	% of Budget
Beginning Cash 2021	\$ 6,375,558	\$ 6,375,558	
Revenue			
Property Taxes	4,963,992	2,809,792	56.6%
Interest	56,000	31,026	55.4%
Donations	30,500	9,701	31.8%
Program	147,000	147,368	100.3%
Field/Facility	20,000	22,701	113.5%
Advances	205,356		0.0%
Grants (other)	3,000	1,500	50.0%
Other	5,000	47,736	954.7%
Total	5,430,848	3,069,823	56.5%
Beginning Cash + Revenue	11,806,406	9,445,381	
Expenditures (incl. Encumbered)			
2 - Park Improvements	1,495,972	306,786	20.5%
3 - Agency	627,074	460,300	73.4%
4 - Administration	805,804	517,915	64.3%
5 - Operations	2,562,562	1,388,972	54.2%
6 - Program	792,782	407,736	51.4%
7 - Matching Funds	72,558	35,358	48.7%
8 - Transfers (out)	800	193	24.2%
9 - Advances (out)	85,000	-	0.0%
Total expenditures	6,442,552	3,117,260	48.4%
	Net YTD	\$ 6,328,121.22	

A. Approval of Financial Activity

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

VI. BUSINESS

A. Purchase Order for Yankee Park Playground Equipment and Installation

The playground selection process invites companies to submit proposals within the targeted cost. Five playground companies responded to the Request for Proposal and each participates in the Joint Purchasing program approved by the State of Ohio to satisfy competitive bid prices. Penchura LLC is the playground representative and installer of Landscape Structures, which ranked highest with scores based on total play features, creativity, experience, size of play area, shade, equipment warranty and inclusive play. Residents and users are invited to give opinion on three Penchura designs. With this community input, a final design is selected. The target cost for the playground is a maximum of \$290,000. Staff recommends awarding contracts to Penchura LLC and Landscape Structures not to exceed an amount of \$290,000 for purchase and installation of play equipment, shade structure, and safety surface. (\$300,000 was budgeted for Yankee Park Playground)

Commissioner Pearl moved, Commissioner Senney seconded, to award the Yankee Park playground Equipment, shade structure and safety surface contracts to Penchura LLC and Landscape Structures for a combined (purchase order) total not to exceed \$290,000. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

B. Activity Center Park Perimeter Path

The 2021 CIP includes a 9-foot perimeter path around Activity Center Park and tie-in to existing paths and facilities. Four bids were received for the project. The lowest, responsive bidder Oakley Blacktop, Inc. of Dayton. The bid was \$156,770. Staff recommends awarding the project to Oakley Blacktop, Inc. Project bid tabs are included in the board packet.

Commissioner Monahan moved, Commissioner Pearl seconded, to approve a purchase order not to exceed \$165,000 for the Activity Center Park paved perimeter path. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

C. Willowbrook Agreement for use of Easement

Commissioner Monahan moved, Commissioner Senney seconded, that the Park District grant the homeowners of 10161 and 10153 Park Edge Drive access to and use over the Easement Property by way of Resolution 2021-08. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

VII. DIRECTOR'S REPORT

- A. Americana Recap
- B. Vacation July 31-August 7
- C. Trails Meeting
- D. Washington Township Pre-Meeting, July 19, 5:30pm

VIII. COMMISSIONERS COMMENTS

- Commissioner Senney
 - Discussed the potential of having earlier Board meetings in the future.
- Commissioner Pearl



- Requested information about whether staff is allowed to distribute medication at programs.
- Stated that a tree at the Kennard Nature Nook has grown to cover signage.
- Questioned whether there are any species of trees that the Park District would like to find and put in the parks.

- Commissioner Monahan
 - Asked staff to start thinking about what we could be doing that we aren't (that other agencies are)

IX. ADJOURNMENT

Commissioner Monahan adjourned the meeting at 8:03 pm.

A Board work session will be held August 9 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

Dan Monahan, President

Jeff Senney, Secretary