



Regular Meeting Minutes Board of Commissioners January 10, 2022

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 7:00 P.M. with the following attending: Commissioners Monahan, Pearl and Senney; Kristen Marks, Executive Director; Jake Hensel, Program Manager; Ken Carter, Operations Manager; Nick Meyer, Planning and Projects Manager; and Chris Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on January 7, 2022 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

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

IV. VISITORS

No visitors were in attendance

V. EMPLOYEE RECOGNITION

The Board recognized Ken Carter, Operations Manager, for 25 years of service to the Park District.

VI. FISCAL

General Fund Financial Summary December 31, 2021			
	Budget + Carryover	YTD	% of Budget
Beginning Cash 2021	\$ 6,375,558	\$ 6,375,558	
Revenue			
Property Taxes	4,963,992	5,113,678	103.0%
Interest	56,000	62,492	111.6%
Donations	30,500	40,466	132.7%
Program	147,000	189,351	128.8%
Field/Facility	20,000	38,287	191.4%
Advances	205,356	120,356	58.6%
Grants (other)	3,000	1,500	50.0%
Other	5,000	50,055	1001.1%
Total	5,430,848	5,616,185	103.4%
Beginning Cash + Revenue	11,806,406	11,991,743	
Expenditures (incl. Encumbered)			
2 - Park Improvements	1,481,827	1,164,373	78.6%
3 - Agency	627,074	570,714	91.0%
4 - Administration	805,804	740,643	91.9%
5 - Operations	2,557,635	2,168,286	84.8%
6 - Program	792,688	730,379	92.1%
7 - Matching Funds	72,558	39,088	53.9%
8 - Transfers (out)	800	378	47.3%
9 - Advances (out)	85,000	-	0.0%
Total expenditures	6,423,385	5,413,861	84.3%
Net YTD		\$ 6,577,882	

A. Approval of Financial Activity

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

VII. BUSINESS

A. 2022 Final Budget Resolution 2022-01

Commissioner Monahan moved, Commissioner Senney seconded, to approve Resolution 2022-01, the 2022 Final Budget. A copy is attached to and made a part of these minutes. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

B. Purchase Orders

Staff requested approval of the following purchase orders. These amounts represent the estimated annual expenditures relating to normal operating activities, and exceed the Executive Director's approval limit.

- Dayton Power & Light - \$55,000
- Medical Mutual Insurance - \$359,000
- Montgomery County Water - \$35,000
- OPERS - \$290,000
- Promotional Spring - \$48,000
- Quanexus - \$45,000

Commissioner Pearl moved, Commissioner Monahan seconded, to approve 2022 purchase orders listed within the minutes. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

VIII. DIRECTOR'S REPORT

- A.** Needs Assessment kick-off with ETC Institute – January 12
- B.** CWPD Attorney Visit
- C.** 2022 Commissioner Selection Process
- D.** Sponsorship Policy

IX. COMMISSIONERS COMMENTS

- Commissioner Senney
 - Suggested that the Park District Attorney attend a Board meeting once per year to talk about legislative changes, and any other pertinent information.
- Commissioner Pearl
 - Noticed that the City of Centerville put out a list of accomplishments in 2021 and suggested that we work together with them (and the Township) about touting community-wide accomplishments that span all of the agencies.
- Commissioner Monahan
 - Inquired as to how involved staff has been with the Uptown (Centerville) development. Also, asked how can the Park District help or be a partner?



X. ADJOURNMENT

Commissioner Monahan adjourned the meeting at 7:28 p.m.

A Board work session will be held February 10, 2022 at 6:00 P.M. followed by a regular meeting at 7:00 P.M. at Park Headquarters, 221 N. Main St, Centerville.