



**Meeting Minutes**  
**Board of Commissioners**  
**Wednesday, February 10, 2022**  
**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 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 February 7, 2022 and was posted on the Park District web site, [www.cwpd.org](http://www.cwpd.org).

**II. CHANGES OR ADDITIONS TO THE AGENDA**

No changes or additions were made.

**III. APPROVAL OF MINUTES**

Minutes for the January 2022 meeting were approved by Board consensus.

**IV. VISITORS**

No visitors were in attendance

**V. FISCAL**

<b>General Fund Financial Summary</b>			
<b>January 31, 2022</b>			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2022	\$ 7,147,106	\$ 7,147,106	
<b>Revenue</b>			
Property Taxes	4,965,362	104,690	2.1%
Interest	57,168	3,888	6.8%
Donations	57,500	339	0.6%
Advances	283,064		0.0%
Program	185,000	855	0.5%
Field/Facility	42,000	2,102	5.0%
Grants (other)	5,000		0.0%
Other	5,000	477	9.5%
<b>Total</b>	<b>5,600,094</b>	<b>112,350</b>	<b>2.0%</b>
<b>Beginning Cash + Revenue</b>	<b>12,747,200</b>	<b>7,259,456</b>	
<b>Expenditures (incl. Encumbered)</b>			
2 - Park Improvements	1,743,090	454,590	26.1%
3 - Agency	621,295	292,702	47.1%
4 - Administration	787,394	267,340	34.0%
5 - Operations	2,597,170	645,593	24.9%
6 - Program	871,172	175,782	20.2%
7 - Matching Funds	35,000	-	0.0%
8 - Transfers (out)	800	39	4.8%
9 - Advances (out)	283,064	1,125	0.4%
<b>Total expenditures</b>	<b>6,938,986</b>	<b>1,837,172</b>	<b>26.5%</b>
	Net YTD	<b>\$ 5,422,283.76</b>	



#### **A. Approval of Financial Activity**

Commissioner Senney moved, Commissioner Pearl seconded, to authorize the January 2022 financial and investment activity. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

### **VI. BUSINESS**

#### **A. Donation and Sponsorship Policy Adoption**

Commissioner Monahan moved, Commissioner Senney seconded, to adopt the Donation and Sponsorship Policy. This policy is attached to the minutes.

### **VII. DIRECTOR'S REPORT**

- A. Evaluation Committee for Create the Vision
- B. OPRA Conference
- C. Needs Assessment Survey

### **VIII. COMMISSIONERS COMMENTS**

- Commissioner Pearl
  - Attended OPRA conference and it was very good; heard lots of positive feedback, from attendees representing other organizations, about having Commissioner representation.
  - Ideas for staff research: arbor.net.org (accreditation), itree (tree benefits, value, etc.)
- Commissioner Senney
  - Thanked Commissioners and Staff for being flexible with meeting time/date.
  - Inquired about what month Commissioner Monahan will be off Board.
- Commissioner Monahan
  - Verified that notices went out to community members who showed prior interest in Board vacancies.
  - Talked about (local) public entities meetings and inquired about whether those will happen in the future.

### **IX. ADJOURNMENT**

A Board work session will be held March 14 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