



Meeting Minutes
Board of Commissioners
Monday, April 11, 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, Planning and Projects Manager; and Chris Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on April 8, 2022 and was posted on the Park District web site, www.cwpd.org.

II. CHANGES OR ADDITIONS TO THE AGENDA (additions to agenda for discussion purposes only)

III. APPROVAL OF MINUTES

IV. VISITORS

- Lucy Sanchez, Centerville Resident
- Bruce Barcelo, Program Coordinator – Prevention and Early Intervention Division, Montgomery County Alcohol, Drug Addiction & Mental Health Services
- Kay Schaffer, Cat Captain, City of Centerville Community Cat Program
- Leslie Batta, Cat Captain, City of Centerville Community Cat Program
- Michelle Sewell, Cat Captain, City of Centerville Community Cat Program

V. FISCAL

General Fund Financial Summary			
March 31, 2022			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2022	\$ 7,147,106	\$ 7,147,106	
Revenue			
Property Taxes	4,927,547	2,005,828	40.7%
Interest	57,168	27,550	48.2%
Donations	57,500	2,039	3.5%
Donations - Program Sponsorship		250	
Advances	283,064		0.0%
Program	185,000	21,344	11.5%
Field/Facility	42,000	13,751	32.7%
Grants (other)	5,000		0.0%
Other	5,000	1,001	20.0%
Total	5,562,279	2,071,762	37.2%
Beginning Cash + Revenue	12,709,385	9,218,868	
Expenditures (incl. Encumbered)			
2 - Park Improvements	1,743,090	461,223	26.5%
3 - Agency	620,212	336,771	54.3%
4 - Administration	787,391	366,996	46.6%
5 - Operations	2,595,426	997,395	38.4%
6 - Program	871,172	264,046	30.3%
7 - Matching Funds	35,000	14,025	40.1%
8 - Transfers (out)	800	183	22.9%
9 - Advances (out)	283,064	-	0.0%
Total expenditures	6,936,155	2,440,639	35.2%
Net YTD		\$ 6,778,229.45	

A. Approval of Financial Activity

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

VI. BUSINESS

A. Budget Increase – Resolution 2022-02

The budget is being increased to allow for expenditures directly relating to a donation received for the purchase of accessible swings.

Commissioner Senney Moved, Commissioner Pearl seconded, to approve Appropriation Resolution 2022-02. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

B. Nature Works Grant – Resolution 2022-03

This is the standard action that allows the Park District to apply for the grant. It is intended that the District will apply to land a grant for the design and renovation of the Activity Center Park Sprayground per the CIP Schedule. The resolution affirms that the District has the funds to meet the grant's matching requirements.

Commissioner Pearl moved, Commissioner Monahan seconded, to approve Resolution 2023-03 to apply for a Nature Works Grant for design and renovation of the Activity Center Park Sprayground. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

C. The Ohio River Basin H2Ohio Wetland Grant Program– Resolution 2022-04

This is the standard action that allows the Park District to apply for the grant. It is intended that the District will apply to land a grant to address streambank and wetland restoration at Grant Park per the Grant Park Master Plan. The resolution affirms that the District has funds to meet the grant's matching requirements.

Commissioner Senney moved, Commissioner Pearl seconded, to approve Resolution 2022-04 to apply for an H2Ohio Grant for streambank and wetland restoration at Grant Park. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

D. Wayfinding Contract

Four bids were received for the Wayfinding project, each one under the budget estimate of \$105,000. Park district staff is reviewing the bids and contacting references. At the time of finalizing the agenda, staff recommends a project award in the amount of \$90,000 which would give the ability to award the contract to the lowest, most responsible bidder.

Commissioner Monahan approved, Commissioner Pearl seconded, to approve a purchase order for up to \$90,000 for Wayfinding signage, stipulating that the contract be awarded to the lowest, most responsible company based on bid information and reference checks. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

E. Pump Station Contract

Ohio Irrigation Lawn Sprinkler Inc. (DBA O-Heil Site Solutions) submitted the only bid for the project in the amount of \$104,000. Pending evaluation, including manufacturer's confirmation that the pump station will



operate with the available electrical service at the park, and having provided the best, lowest, and most responsive bid, staff recommends awarding a contract to Ohio Lawn Sprinkler Systems Inc. in the amount of \$104,000. The project budget is \$110,000.

Commissioner Senney moved, Commissioner Pearl seconded, to approve a purchase order for up to \$104,000 to Ohio Lawn Sprinkler Systems, Inc. to install a replacement pump station at Oak Grove Park. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

F. Grant Park Land Purchase

In order to efficiently move forward with the purchase of land, from the Centerville School District, to increase acreage at Grant Park, the Board is being asked to authorize Executive Director Marks to sign all associated closing/purchase/etc. documents on behalf of the District.

Commissioner Monahan approved, Commissioner Senney seconded, to authorize Executive Director Marks to sign all purchase/closing/otherwise-related documents for the purchase of land from the Centerville School District on behalf of the Park District. Commissioners Monahan, Pearl and Senney: ayes, motion carried.

VII. DIRECTOR'S REPORT

- A. Yankee Park Grand Opening
- B. May meeting we will designate 2022-2023 board officer roles
- C. Update on Commissioner Appointment
- D. Upcoming Dates:
 - April 11: Camp Registration is open!
 - April 21: Arbor Day Event
 - April 22: Movie Night in the Park: The Sandlot

VIII. COMMISSIONERS COMMENTS

- Commissioner Pearl
 - Note that Commissioner Pearl is unavailable to attend City of Centerville's Create the Vision meeting on April 12. Executive Director Marks is attending.
- Commissioner Senney
 - Attended Dayton Foundation meeting with CWPD staff members (Marks, Clark, Huff); excited about generating donations from the community to further support the Park District
- Commissioner Monahan
 - Thanked Board and staff for everything and good luck to all!

IX. ADJOURNMENT

Commissioner Monahan adjourned the meeting at 8:03 p.m.

A Board work session will be held May 9 at 6:00 P.M. followed by a regular meeting at 5:00 P.M. at Park Headquarters, 221 N. Main St, Centerville.

Approved

Alexander Pearl, President

Attested

Jeff Senney, Vice President