



**Meeting Minutes**  
**Board of Commissioners**  
**Friday, June 10, 2022**  
**4:00 P.M.**

**Work Session- 3:00pm**

**1. Needs Assessment Summary**

Ryan Murray, ETC Institute, joined via Zoom to summarize preliminary data from the 2022 Needs Assessment Survey.

**2. Bill Yeck - Smith Entrance Picnic Shelter Design**

Staff shared the shelter design that will be constructed after demolition of the garage.

**July 11, Next Board Meeting**

*Should time run out, Board may elect to complete discussion during Regular Business Meeting*

**Approved**

**Attested**

Alexander Pearl, President

Jason Riley, Secretary



## Regular Meeting Agenda Items

### June 10, 2022

#### I. CALL TO ORDER

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

Visitors moved to III (original agenda sent to press had visitors after Minutes). Department reports moved to Regular Session.

#### III. VISITORS

Dennis Brockman, Citizen

#### IV. APPROVAL OF MINUTES

Minutes were approved for the May 2022 Meeting; Commissioners Pearl, Riley and Senney Aye.

#### V. FISCAL

<b>General Fund Financial Summary</b>			
<b>May 31, 2022</b>			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2022	\$ 7,147,106	\$ 7,147,106	
<b>Revenue</b>			
Property Taxes	4,927,547	2,733,695	55.5%
Interest	57,168	44,533	77.9%
Donations	57,500	26,671	46.4%
Donations - Program Sponsorship		1,400	
Advances	283,064		0.0%
Program	185,000	177,052	95.7%
Field/Facility	42,000	27,172	64.7%
Grants (other)	5,000		0.0%
Other	5,000	1,001	20.0%
<b>Total</b>	<b>5,562,279</b>	<b>3,011,523</b>	<b>54.1%</b>
<b>Beginning Cash + Revenue</b>	<b>12,709,385</b>	<b>10,158,629</b>	
<b>Expenditures (incl. Encumbered)</b>			
2 - Park Improvements	1,742,567	607,204	34.8%
3 - Agency	620,212	413,560	66.7%
4 - Administration	787,391	446,439	56.7%
5 - Operations	2,615,426	1,219,116	46.6%
6 - Program	871,172	337,654	38.8%
7 - Matching Funds	35,000	15,561	44.5%
8 - Transfers (out)	800	590	73.7%
9 - Advances (out)	283,064	-	0.0%
<b>Total expenditures</b>	<b>6,955,631</b>	<b>3,040,124</b>	<b>43.7%</b>
	Net YTD	<b>\$ 7,118,504.99</b>	

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

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

## **VI. BUSINESS**

### **A. Grant Park - McEwen Entrance Improvements Contract**

Four bids were received for the Grant Park McEwen Entrance project. Three of those were outside the 10% bid limit threshold. Staff recommends awarding the contract to the lowest bidder, Brumbaugh Construction, for \$482,932 plus a 5% contingency, bringing the total amount to \$507,080. This project is supplemented by an H2Ohio Grant and a Rotary donation, totaling approximately \$80,000.

Commissioner Senney moved, Commissioner Riley seconded, to approve a purchase order in the amount of \$507,080, for Grant Park McEwen entrance improvements, to Brumbaugh Construction, pending reference check results. Commissioners Pearl, Riley and Senney: ayes, motion carried.

### **B. Budget Increase Resolution 2022-05**

A budget increase was requested of the Board to allow for expenditures directly relating to donations totaling \$109,516.70 received from the William and Dorothy Yeck Nature Fund and Family Foundations. These donations are to be used for improvement projects in Bill Yeck Park including erosion and drainage improvements and shelter installation at the Smith entrance.

Commissioner Riley moved, Commissioner Senney seconded, to approve Appropriation Resolution 2022-05. Commissioners Pearl, Riley and Senney: ayes, motion carried.

### **C. Purchase Order**

Staff requested approval of a purchase order for Midstates Recreation for the purchase and installation of a picnic shelter at the Smith Entrance of Bill Yeck Park. The quote received is for \$135,193; staff requested authorization for a purchase order in the amount of \$140,000.

Commissioner Riley moved, Commissioner Senney seconded, to approve a purchase order to Midstates Recreation for the purchase and installation of a picnic shelter at the Smith Entrance of Bill Yeck Park, not to exceed \$140,000. Commissioners Pearl, Riley and Senney: ayes, motion carried.

### **D. Playground Equipment Purchase**

Staff requested purchase order approval in the amount of \$55,570 for Landscape Structures for (budgeted) new playground amenities at Pleasant Hill, Manor and Stringtown parks. Companies presented participate in the joint purchasing program, approved by the State of Ohio, to satisfy competitive bid pricing requirements.

Commissioner Senney moved, Commissioner Riley seconded, to approve a purchase order for \$55,570 to Landscape Structures for the installation of new playground equipment at Pleasant Hill, Manor, and Stringtown Parks. Commissioners Pearl, Riley and Senney: ayes, motion carried.

### **E. Personnel Policy**

Staff recommended adopting and adding the Dating Policy to the CWPD Personnel Policy.



Commissioner Riley moved, Commissioner Senney seconded, to approve the Dating Policy. Commissioners Pearl, Riley and Senney: ayes, motion carried.

## **VII. DEPARTMENT REPORTS**

- A.** Projects & Planning
- B.** Business
- C.** Operations
- D.** Programs

## **VIII. DIRECTOR'S REPORT**

- A.** AEDs in Parks
- B.** Americana 2022
- C.** Strategic Plan Q1, Q2 – July Meeting

## **IX. COMMISSIONERS COMMENTS**

- Commissioner Riley
  - Inquired as to whether Board members would be encouraged to check parks some (safety concerns, etc)
  - Mentioned that the CPR training provided (by Certified CWPD Staff Members) was one of the better classes that he has ever taken
  - Inquired as to how Commissioners should communicate if they would like to observe a program or event
  - Requested feedback on the volunteer policy change for summer day-camps and whether or not the District has seen a decrease in volunteers.
- Commissioner Senney
  - Noticed Dayton Foundation landing page on website and wondered what the next steps are for promotional purposes
  - Appreciated the information provided by the Montgomery County Board of Elections at a Levy preparation meeting that Commissioners and Management attended
  - Inquired as to whether the earlier meeting time worked well with everyone's schedules
- Commissioner Pearl
  - Appreciated the (aforementioned) Levy meeting
  - CWPD should work on making sure that more residents are aware that CWPD is its own taxing entity, separate from City and Township
  - Miami Valley Leave no Child Inside presented Primary Village North with a Connect to Nature Award, which included CWPD-built outdoor classroom at Village South Park
  - Reminded staff of the OPRA Award of Excellence
  - Inquired as to status of land adjacent to Grant Park, owned by Centerville City Schools, that CWPD plans to purchase
  - Noticed equipment/project action on Clio (St. Leonards easement/Bill Yeck Park)



**X. ADJOURNMENT**

A Board work session will be held July 11, 2022 at 3:00 P.M. followed by a regular meeting at 4:00 P.M. at Park Headquarters, 221 N. Main St, Centerville.

**Approved**

**Attested**

Alexander Pearl, President

Jason Riley, Secretary