



Regular Meeting Agenda Items

Monday, March 13, 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 4:00 P.M. with the following attending: Commissioners Pearl, Riley 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 March 10, 2023 and was posted on the Park District web site, www.cwpd.org.

II. CHANGES OR ADDITIONS TO THE AGENDA

No changes.

III. APPROVAL OF MINUTES

The February meeting minutes were approved by Board consensus.

IV. VISITORS

No visitors were in attendance.

V. FISCAL

| General Fund Financial Summary | | | |
|--|-----------------------|-----------------------------------|----------------|
| February 28, 2023 | | | |
| | Budget + Carryover | YTD Expenses + Encumbrances | % of Budget |
| Beginning Cash 2023 | \$ 7,646,982 | \$ 7,646,982 | |
| Revenue | | | |
| Property Taxes | 4,929,107 | 1,903,554 | 38.6% |
| Interest | 70,000 | 20,748 | 29.6% |
| Donations | 10,000 | 1,700 | 17.0% |
| Donations - Program Sponsorship | 3,500 | 1,000 | |
| Advances | 192,754 | 71,622 | 37.2% |
| Program | 250,000 | 23,276 | 9.3% |
| Field/Facility | 48,900 | 10,913 | 22.3% |
| Grants (other) | 5,000 | | 0.0% |
| Other | 2,000 | 3,792 | 189.6% |
| Total | 5,511,261 | 2,036,604 | 37.0% |
| Beginning Cash + Revenue | 13,158,243 | 9,683,586 | |
| Expenditures (incl. Encumbered) | | | |
| 2 - Park Improvements | 1,521,881 | 755,702 | 49.7% |
| 3 - Agency | 642,958 | 339,863 | 52.9% |
| 4 - Administration | 848,407 | 365,145 | 43.0% |
| 5 - Operations | 2,972,601 | 1,033,901 | 34.8% |
| 6 - Program | 958,217 | 268,213 | 28.0% |
| 7 - Matching Funds | 12,000 | - | 0.0% |
| 8 - Transfers (out) | 20,447 | 2,658 | 13.0% |
| 9 - Advances (out) | 121,132 | - | 0.0% |
| Total expenditures | 7,097,643 | 2,765,482 | 39.0% |



Approval of and Financial Activity

Commissioner Riley moved, Commissioner Senney seconded, to authorize the February 2023 financial and investment activity. Commissioners Pearl, Riley and Senney: ayes, motion carried.

VI. BUSINESS

A. Barn Renovation Contract

One bid was received for the Grant Park Barn Renovation Project. The bidder was Oheil Site Solutions for \$153,000. This project is within the 10% threshold required by Ohio Revised Code. CWPD has worked on multiple park projects with Oheil Site Solutions and has good working relationship with the company. Staff requests an additional 5% contingency bringing the total to \$160,000.

Commissioner Riley moved, Commissioner Senney seconded, to approve a purchase order in the amount of \$160,000 for the Barn Renovation Project, to Oheil Site Solutions. Commissioners Pearl, Riley and Senney: ayes, motion carried.

B. Budget Adjustments

Commissioner Senney moved, Commissioner Riley seconded, to approve Appropriation Resolution 2023-04. The Board also approves the Park District Business Manager to execute all budgeted transfers and advances without further authorization. Commissioners Pearl, Riley and Senney: ayes, motion carried.

C. 5/3 Bank Multi-Product Resolution 2023-05

Staff reviewed banking contract and found some changes that can be made to save money on bank fees. Among those, changing the accounts to non-interest bearing will save around \$112 per month. The accounts do not carry a high enough balance to earn interest. Should holding money at 5/3 ever become desirable, the accounts can be changed back.

This item was tabled and will be re-addressed at the April 10 meeting.

D. Purchase Order for Mowers

The 2023 budget included \$190,000 for the purchase of two trim mowers and one wide area mower. Staff is requesting approval to purchase three Exmark mowers from Buckeye Power Sales in the amount of \$93,217. Exmark mowers have a reputation for providing high quality, dependable commercial mowers since 1982. They have a best in class 5 year warranty and are locally serviced by Buckeye Power Sales.

Commissioner Riley moved, Commissioner Senney seconded to approve the purchase of three Exmark Mowers. Commissioners Pearl, Riley and Senney: ayes, motion carried.

VII. DIRECTOR'S REPORT

- A. Arbor Day Event
- B. Job Shadow
- C. Gold Medal Narrative

VIII. COMMISSIONERS COMMENTS

- Commissioner Riley

- Asked for an update on Commissioner Pearl's re-appointment.
- Mentioned that he receives regular emails (from the State of Ohio) regarding Ohioans with Disabilities. Mentioned that they are advocating for accessibilities around the state. Some ideas he would like to be considered for future planning include wheelchair swings and photo captions, on social media, for the blind.
- Commissioner Senney
 - Asked whether there is anything else the Board can do to help ensure that Commissioner Pearl is reappointed.
- Commissioner Pearl
 - Mentioned TerraCycle® and discussed what that program might be able to do to help the Park District's Sustainability Team.
 - Asked whether we should take the idea of Little Libraries in the Parks to another level and offer games, toys, etc that people can use to enhance their experience.
 - Inquired as to whether AEDs in Parks are outfitted for pets and children.

IX. ADJOURNMENT

Commissioner Pearl adjourned the meeting at 4:55 p.m.

A Board work session will be held April 10 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