



Regular Meeting Agenda Items

Tuesday, June 13, 2023

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 4:03 P.M. with the following attending: Commissioners Pearl, Riley and Senney; Kristen Marks, Executive Director; Jake Hensel, Program Manager; Ken Carter, Operations Manager; and Chris Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on June 9, 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

May 2023 meeting minutes were approved by board consensus.

IV. VISITORS

John Serr, Treasurer, Yes for Parks

V. FISCAL

General Fund Financial Summary			
May 31, 2023			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2023	\$ 7,646,982	\$ 7,646,982	
Revenue			
Property Taxes	4,993,627	2,778,339	55.6%
Interest	70,000	100,426	143.5%
Donations	10,000	3,093	30.9%
Donations - Program Sponsorship	3,500	1,332	
Advances	192,754	71,622	37.2%
Program	250,000	233,338	93.3%
Field/Facility	48,900	35,422	72.4%
Grants (other)	5,000	4,000	80.0%
Other	2,000	4,658	232.9%
Total	5,575,781	3,232,229	58.0%
Beginning Cash + Revenue	13,222,763	10,879,211	
Expenditures (incl. encumbered funds that are officially set aside for future expenditures)			
2 - Park Improvements	1,588,536	914,182	57.5%
3 - Agency	832,738	596,979	71.7%
4 - Administration	848,407	485,382	57.2%
5 - Operations	2,968,266	1,517,224	51.1%
6 - Program	958,135	393,746	41.1%
7 - Matching Funds	12,000	-	0.0%
8 - Transfers (out)	20,447	5,572	27.2%
9 - Advances (out)	121,132	-	0.0%
Total expenditures	7,349,661	3,913,084	53.2%



Approval of Financial and Investment Activity

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

VI. BUSINESS

A. Clean Ohio Greenspace Grant Resolution 2023-08

The resolution affirms that the District has the funds to meet the grant's matching requirements. This is standard action that is used in our grant application. It is intended that the District will apply for pond improvements and water quality improvements at Rosewood park.

Commissioner Pearl moved, Commissioner Riley seconded, to approve Resolution 2023-08 to apply for a Clean Ohio funding for pond improvements at Rosewood Park.

B. The Ohio River Basin H2Ohio Wetland Grant Program Resolution 2023-09

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 along Hole's Creek per the Grant Park Master Plan. The resolution affirms that the District has funds to meet the grant's matching requirements.

Commissioner Pearl moved, Commissioner Riley seconded, to approve Resolution 2023-09 to apply for an H2Ohio Grant for streambank restoration at Grant Park. Commissioners Pearl, Riley and Senney: ayes, motion carried.

C. Forest Field Drainage Project Contract

We received three proposals for the budgeted drainage improvements at Forest Field Park. The lowest, best, and most responsive was submitted by O-Heil Site Solutions to install a sand silt drainage system for \$49,900.

Commissioner Riley moved, Commissioner Pearl seconded, to approve a purchase order in the amount of \$49,900 for the drainage improvements at Forest Field Park. Commissioners Pearl, Riley and Senney: ayes, motion carried.

D. Revised Appropriation Resolution 2023-10

Commissioner Pearl moved, Commissioner Riley seconded, to approve Appropriation Resolution 2023-10. 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.

VII. DIRECTOR'S REPORT

A. Americana Details

- Booth times for Commissioners:
 - 10:30am-Noon
 - 12:00-1:30pm
 - 1:30-3:00pm

B. July Parks and Recreation Month – potential proclamation

C. Community Partner Award presented by City of Centerville to Park District

D. Rep. Tom Young acknowledged Park District for receiving 2023 Ohio Success Award

VIII. COMMISSIONERS COMMENTS

- Commissioner Pearl
 - Kettering is going through Bettering Kettering, a community building process on how to get volunteers involved
 - Has Sustainability Team looked in to where to recycle nursery pots
 - Attended Farmer's Market in May; rainy day with not many attendees. Asked for update on how things have been with the markets.
 - Asked about whether CWPD could do something to help with open space next to Community Theater (on Main Street)
- Commissioner Riley
 - Asked whether wildflower seeds will be distributed at Americana this year (yes).
 - Any mural opportunities in Parks (referring to mural at Activity Center on the Marion's building)
 - If intern is interested, would he be able to attend July meeting to meet Board?
 - Has anyone on staff reached out with ideas after watching Ohioans with Disabilities video?
 - Asked about volunteer recognition pin status.
 - Asked how the District recognizes summer staff.
- Commissioner Senney
 - Lots of pollen in the air this time of year. Is there any need to find a way to measure pollen in the parks and provide a report?



IX. ADJOURNMENT

Commissioner Senney adjourned at 4:56 p.m.

A Board work session will be held July 10, 2023 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

Jeff Senney, President

Alex Pearl, Secretary