



Regular Meeting Agenda Items

Tuesday, January 9, 2024

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 Senney, Riley and Pearl; Kristen Marks, Executive Director; Jake Hensel, Program Manager; Nick Meyer, Projects and Planning Manager; and Chris Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on January 5, 2024 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

December 2023 meeting minutes were approved by board consensus.

IV. VISITORS

No visitors were in attendance.

V. FISCAL

General Fund Financial Summary December 31, 2023			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2023	\$ 7,646,982	\$ 7,646,982	
Revenue			
Property Taxes	4,993,627	5,262,812	105.4%
Interest	70,000	292,560	417.9%
Donations	10,000	95,605	956.1%
Donations - Program Sponsorship	3,500	8,192	234.1%
Advances	125,754	71,622	57.0%
Program	250,000	295,715	118.3%
Field/Facility	48,900	67,325	137.7%
Grants (other)	5,000	19,826	396.5%
Other	2,000	5,839	292.0%
Total	5,508,781	6,119,496	111.1%
Beginning Cash + Revenue	13,155,763	13,766,478	
Expenditures (incl. encumbered funds that are officially set aside for future expenditures)			
2 - Park Improvements	1,571,173	1,432,762	91.2%
3 - Agency	832,214	725,561	87.2%
4 - Administration	848,407	816,973	96.3%
5 - Operations	2,927,934	2,632,160	89.9%
6 - Program	970,328	872,717	89.9%
7 - Matching Funds	30,000	29,889	99.6%
8 - Transfers (out)	26,447	12,717	48.1%
9 - Advances (out)	279,231	204,000	73.1%
Total expenditures	7,485,733	6,726,780	89.9%



Approval of Financial Activity

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

VI. BUSINESS

A. 2024 Final Budget – Resolution 2024-01

Commissioner Riley moved, Commissioner Senney seconded, to approve Resolution 2024-01, the 2024 Revised Appropriation Budget. A copy is attached to and made a part of these minutes. The Board further approves the Park District Business Manager to execute all budgeted transfers and advances without further authorization. Commissioners Pearl, Riley and Senney: ayes, motion carried.

B. 2024 Purchase Orders - Staff requests approval of the following purchase orders. These amounts represent the estimated annual expenditures relating to normal operating activities, and exceed the Executive Director's approval limit.

- AES - \$60,000
- Jefferson Health Plan - \$320,000
- Hylant - \$38,873
- Montgomery County Water – \$45,000
- OPERS - \$318,000
- Professional Property Maintenance – \$90,000
- Promotional Spring – \$90,000
- Skynet - \$48,000

Commissioner Senney moved, Commissioner Pearl seconded, to approve 2024 purchase orders listed within the minutes. Commissioners Pearl, Riley and Senney: ayes, motion carried.

VII. DIRECTOR'S REPORT

A. Park Rules and Regulations – Firearms

B. Upcoming Events

- MLK Breakfast – Alex, Kristen
- Joint Entities – Alex, Jason, Jeff, Jake, Kristen
- OPRA Conference

C. Strategic Plan Update presented in February

VIII. COMMISSIONERS COMMENTS

- Commissioner Pearl
 - Now would be a good time to begin promoting Foundation.
 - Inquired again about whether CWPD knows who purchased land at Spring Valley/Yankee
 - Have we heard anything new on Fishing Club property?
 - Any info from County on when widening of Social Row (Mays Park) will be happening?
 - Winterguard International disposes of heavy duty tarps every spring if we'd be interested.
 - Is any support needed from the Board regarding senior staff goals?



- How many species of Oak are found at Oak Grove Park?
- Commissioner Riley
 - Please provide the Board with a list of program/project sponsors in 2023 to the Board so they can thank them properly if they see them in the community
- Commissioner Senney
 - Where did the hives (apiary) at Yeck come from/how did it originate? Is that the only park that has hives (should it be)?

IX. ADJOURNMENT

Commissioner Senney adjourned the meeting at 4:50 p.m.

A Board work session will be held February 12, 2024 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

Jason Riley, Vice President

Alex Pearl, Secretary