



## Regular Meeting Minutes

Monday, February 12, 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; Ken Carter, Operations Manager; 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 February 9, 2024 and was posted on the Park District web site, [www.cwpd.org](http://www.cwpd.org).

### II. CHANGES OR ADDITIONS TO THE AGENDA

Commissioner comments and the Director’s Report was moved to the Work Session.

### III. APPROVAL OF MINUTES

January 2024 meeting minutes were approved by board consensus.

### IV. VISITORS

No visitors were in attendance.

### V. FISCAL

<b>General Fund Financial Summary</b>			
<b>January 31, 2024</b>			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2024	\$ 7,822,662	\$ 7,822,662	
<b>Revenue</b>			
Property Taxes	4,993,154	255,893	5.1%
Interest	180,000	13,910	7.7%
Donations	46,000		0.0%
Donations - Program Sponsorship	5,000		0.0%
Advances	470,599		0.0%
Program	290,000	3,303	1.1%
Field/Facility	56,800	4,320	7.6%
Grants (other)	53,500		0.0%
Other	2,000	700	35.0%
<b>Total</b>	<b>6,097,053</b>	<b>278,126</b>	<b>4.6%</b>
<b>Beginning Cash + Revenue</b>	<b>13,919,715</b>	<b>8,100,787</b>	
<b>Expenditures</b> (incl. encumbered funds that are officially set aside for future expenditures)			
2 - Park Improvements	1,627,004	27,797	1.7%
3 - Agency	669,887	106,188	15.9%
4 - Administration	878,688	82,800	9.4%
5 - Operations	3,027,753	213,987	7.1%
6 - Program	986,139	66,035	6.7%
7 - Matching Funds	41,000	-	0.0%
8 - Transfers (out)	97,500	1,819	1.9%
9 - Advances (out)	116,221	-	0.0%
<b>Total expenditures</b>	<b>7,444,192</b>	<b>498,626</b>	<b>6.7%</b>



**Approval of Financial Activity**

Commissioner Pearl moved, Commissioner Riley seconded, to authorize the January 2024 financial and investment activity. Commissioners Pearl, Riley and Senney: ayes, motion carried.

**VI. BUSINESS**

**A. Sports Field Use Policy**

Staff has updated the Sports Field Use Policy originally approved in August 2018.

Commissioner Pearl moved, Commissioner Riley seconded, to approve the revised Sport Field Use Policy. Commissioners Pearl, Riley and Senney: ayes, motion carried.

**B. 2024-2027 Strategic Plan**

Commissioner Senney moved, Commissioner Pearly seconded, to adopt the 2024-2027 Strategic Plan and support the implementation of strategies outlined in the plan with periodic review and updates as necessary to ensure its continued relevance. Commissioners Pearl, Riley and Senney: ayes, motion carried.

**C. Surplus Equipment Declaration**

All items listed have met or exceeded the criteria for replacement (age, miles or hours)

DESCRIPTION	CONDITION	Original cost	Estimated Value
10' Pacesetter Utility Trailer	Fair	\$1,256	\$500
10' Pacesetter Utility Trailer	Fair	\$1,256	\$500

Commissioner Pearl moved, Commissioner Riley seconded, to trade-in, or sell by Internet auction using GovDeals.com, all items “as is - where is” and allowing a minimum of fifteen days for public bidding, Park District personal property which is not needed for public use, is obsolete, or is unfit for the use for which it was acquired. Commissioners Pearl, Riley and Senney: ayes, motion carried.

**VII. ADJOURNMENT**

Commissioner Senney adjourned the meeting at 4:27 p.m.

A Board work session will be held March 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