



## Regular Meeting Agenda Items

Tuesday, May 14, 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; Grant George, Facilities Supervisor; 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 May 10, 2024 and was posted on the Park District web site, [www.cwpd.org](http://www.cwpd.org).

### II. CHANGES OR ADDITIONS TO THE AGENDA

A motion has been added surrounding the approval of a purchase order for Grant Park bridges.

### III. APPROVAL OF MINUTES

April 2024 meeting minutes were approved by board consensus.

### IV. VISITORS

No visitors were in attendance.

### V. FISCAL

<b>General Fund Financial Summary</b>			
<b>April 30, 2024</b>			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2024	\$ 7,822,662	\$ 7,822,662	
<b>Revenue</b>			
Property Taxes	5,084,256	2,533,005	49.8%
Interest	180,000	105,371	58.5%
Donations	46,000	3,469	7.5%
Donations - Program Sponsorship	5,000	250	5.0%
Advances	470,599	169,650	36.0%
Program	290,000	222,704	76.8%
Field/Facility	56,800	27,001	47.5%
Grants (other)	53,500		0.0%
Other	2,000	11,226	561.3%
Total	6,188,155	3,072,676	49.7%
<b>Beginning Cash + Revenue</b>	<b>14,010,817</b>	<b>10,895,338</b>	
<b>Expenditures</b> (incl. encumbered funds that are officially set aside for future expenditures)			
2 - Park Improvements	1,626,711	507,469	31.2%
3 - Agency	667,921	468,009	70.1%
4 - Administration	878,511	434,006	49.4%
5 - Operations	3,014,295	1,308,921	43.4%
6 - Program	984,433	353,029	35.9%
7 - Matching Funds	41,000	16,169	39.4%
8 - Transfers (out)	97,500	5,318	5.5%
9 - Advances (out)	116,221	20,000	17.2%
<b>Total expenditures</b>	<b>7,426,592</b>	<b>3,112,921</b>	<b>41.9%</b>



## **Approval of Financial and Investment Activity**

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

## **VI. BUSINESS**

### **A. Commissioner Reappointment**

Announcement of Court of Common Pleas Reappointment of Commissioner, Jeff Senney for 2024-2027 term (administered oath).

### **B. NatureWorks Grant Resolution 2024-02**

This is the standard action that allows the Park District to apply for a Ohio Department of Natural Resources NatureWorks grant. It is intended that the District will apply to land a grant to offset costs related to playground updates and accessibility improvements at Activity Center Park. The resolution affirms that the District has funds to meet the grant's matching requirements.

Commissioner Senney moved, Commissioner Pearl seconded, to approve Resolution 2024-02. Commissioners Pearl, Riley and Senney: ayes, motion carried.

### **C. Playground Equipment Purchase**

Staff requests purchase order approval in the amount of \$50,000 for Penchura and Landscape Structures for budgeted new playground amenities at Greene Line, Rosewood, and Rahn Parks. Companies presented participate in the joint purchasing program, approved by the State of Ohio, to satisfy competitive bid pricing requirements.

Commissioner Pearl moved, Commissioner Riley seconded, to award the playground equipment contract for Greene Line, Rosewood, and Rahn Parks to Penchura LLC and Landscape Structures for a combined (purchase order) total of \$50,000. Commissioners Pearl, Riley and Senney: ayes, motion carried.

### **D. Rosewood Pond Engineering**

Proposals were solicited from 4 different agencies for planning and engineering of Rosewood Pond dredging project. Davey Resource Group submitted the best proposal based off project knowledge, experience and natural improvement techniques. Staff recommends approving a Purchase Order to Davey Resources not to exceed \$40,500.

Commissioner Pearl moved, Commissioner Riley seconded, to approve a purchase order not to exceed \$40,500 to Davey Resource Group for planning and engineering of the Rosewood Pond dredging project. Commissioners Pearl, Riley and Senney: ayes, motion carried.

### **E. Grant Park Bridges Contract**

Three bids were received for bridge purchase and installation at Grant Park. Staff is evaluating each proposal and contacting references to determine the lowest and best proposal. Staff recommends approval of a purchase order for up to \$650,000 (budgeted amount approved for this project), which gives the ability to award the contract to the lowest and best submittal.

Commissioner Riley moved, Commissioner Pearl seconded, approve a purchase order not to exceed \$650,000 for bridge purchase and installation at Grant Park, stipulating that the contract be awarded to the



lowest, most responsible company based on respective proposals and reference checks. Commissioners Pearl, Riley and Senney: ayes, motion carried.

#### **F. Board Officer Selection**

Per Section 5 of the Board Administrative Policy.

In Effect June 2024 - May 2025

President: Jason Riley

Vice President: Alex Pearl

Secretary: Jeff Senney

Commissioner Senney moved to appoint Mr. Jason Riley as Board President; Mr. Alex Pearl as Vice President; and Mr. Jeff Senney as Secretary.

#### **Roll Call Vote:**

Alex Pearl - Aye

Jason Riley - Aye

Jeff Senney - Aye

### **VII. DIRECTOR'S REPORT**

- A. June Board Meeting Location Change
- B. NPS-IS Plan is Complete
- C. Foundation for Centerville-Washington Parks Update
- D. Requested Park Patrol Reporting (find report in board document folder)
- E. CIP Ranking Exercise
- F. **Upcoming Events:**
  - Public Input Meeting for Village South Park Updates: May 22, 5-7pm
  - Summer Program Staff Training
    - Coordinators: May 12-17
    - Counselors: May 20-31
  - Campfire Yoga: May 16
  - Summer Pop-Up Park Challenge: Begins June 3
  - YoGlow: June 7
  - Living Wall Art: June 8

### **VIII. COMMISSIONERS COMMENTS**

- Commissioner Pearl
  - Read a newspaper article about deferred maintenance at Five Rivers Metroparks. Wants to make sure CWPDP doesn't have that same situation.
  - Wants to ensure that we are sending staff to schools to help with experiences and education (at no cost).
  - Suggested program ideas to research: jump rope, roller-skating, chamber concerts in parks.
- Commissioner Riley
  - When looking at potential plans for new parks/acquisitions, make sure transportation and accessibility is considered.



- When looking at park rules and regulations, keep in mind religious rights.
  - Attended age-friendly summit. Challenge to be mindful of – how are we engaging our older volunteers; how can we reach out to those in retirement communities?
  - Has park district given senior discounts?
  - Keep bench “density” (location) in mind when planning parks. Some park visitors need to be able to stop and rest.
- Commissioner Senney
    - Thanks for the reappointment and thanks for a great year!

## **IX. ADJOURNMENT**

Commissioner Senney adjourned the meeting at 5:12 p.m.

A Board work session will be held June 11, 2024 at 3:00 P.M. followed by a regular meeting at 4:00 P.M. at Park Operations, 354 Congress Park Drive

**Approved**

**Attested**

Jason Riley, President

Jeff Senney, Secretary