



## Regular Meeting Agenda Items

Tuesday, June 11, 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 354 Congress Park Drive, Dayton, Ohio 45458. 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 June 7, 2024 and was posted on the Park District web site, [www.cwpd.org](http://www.cwpd.org).

### II. CHANGES OR ADDITIONS TO THE AGENDA

### III. APPROVAL OF MINUTES

May 2024 meeting minutes were approved by board consensus.

### IV. VISITORS

Mr. David Trout, citizen

### V. FISCAL

<b>General Fund Financial Summary</b>				
<b>May 31, 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	2,823,514		55.5%
Interest	180,000	164,810		91.6%
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	243,748		84.1%
Field/Facility	56,800	33,934		59.7%
Grants (other)	53,500	1,500		2.8%
Other	2,000	11,466		573.3%
<b>Total</b>	<b>6,188,155</b>	<b>3,452,341</b>		<b>55.8%</b>
<b>Beginning Cash + Revenue</b>	<b>14,010,817</b>	<b>11,275,003</b>		
<b>Expenditures</b> (incl. encumbered funds that are officially set aside for future expenditures)				
2 - Park Improvements	1,626,711	534,985		32.9%
3 - Agency	667,921	474,666		71.1%
4 - Administration	878,511	472,458		53.8%
5 - Operations	3,014,064	1,497,920		49.7%
6 - Program	984,433	434,110		44.1%
7 - Matching Funds	41,000	16,169		39.4%
8 - Transfers (out)	97,500	6,383		6.5%
9 - Advances (out)	116,221	60,500		52.1%
<b>Total expenditures</b>	<b>7,426,361</b>	<b>3,497,191</b>		<b>47.1%</b>



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

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

## **VI. BUSINESS**

### **A. Hardscape Repairs**

Staff solicited competitive quotes for hardscape/sidewalk repairs at several park easements in the district. Miami Valley Site Works submitted the lowest and best quote, \$42,525. The project includes sidewalk repairs at Bill Yeck, Black Oak, Cloverbrook Grant, Pleasant Hill and Watkins Glen Parks.

Commissioner Senney moved, Commissioner Pearl seconded, to award the Hardscape Repair contract to Miami Valley Site Works for \$42,525. Commissioners Pearl, Riley and Senney: ayes, motion carried.

### **B. Forest Field Drainage**

Based on the success and performance of Phase I, we recommend awarding O-Heil Site Solutions a contract to install additional sand channel drainage to complete Phase II for \$39,900. To reduce project costs, the Park District will purchase the sand and gravel directly from a supplier. This has been quoted at \$18,000, which brings the total project cost to \$57,000 (\$70,000 budgeted). Through the 2023 matching funds agreement, FC Dayton will contribute a total of \$35,000 to phase I and II of this drainage project.

Commissioner Senney moved, Commissioner Pearl seconded, to award the Forest Field Park Phase II Drainage project to O-Heil Site solutions for \$39,900. Commissioners Pearl, Riley and Senney: ayes, motion carried.

### **C. Health Insurance Share**

Staff recommends increasing the Park District's cost-share of the employee health care premiums by 1% for each type of plan. This would increase the District's contribution from 90% (single), 88% (couple and employee + child(ren)), and 85% (family) 91%, 89%, and 86% respectively.

Commissioner Pearl moved, Commissioner Senney seconded, to approve a 1% increase in the Park District's health insurance premium contribution for each type of (employee) coverage to 91% (single), 89% (couple and employee + child(ren)), and 86% (family) respectively. Commissioners Pearl, Riley and Senney: ayes, motion carried.

### **D. Donated Sick Time Policy Update**

Due to the shift of health insurance open enrollment from December to June, the timeline (for administration of the policy) should be correctly reflected. The whole policy has been included and changes are highlighted within the document.

Commissioner Pearl moved, Commissioner Senney seconded, to approve the revised Donated Sick Leave policy to reflect the correct timeframe. Commissioners Pearl, Riley and Senney: ayes, motion carried.

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

### **A. Americana Schedule**

### **B. Centerville Forward**

- Check out [www.centervilleforward.com](http://www.centervilleforward.com) to take a community survey and to learn more about the June



18 public workshop

C. Robert F. Mays Park Proposal

D. Vacation Schedule

## VIII. COMMISSIONERS COMMENTS

- Commissioner Senney
  - Thanked Mr. Trout for attending the meeting
  - Will attend the Grand Marshal Americana event
- Commissioner Pearl
  - Presented idea of having a joint program with the Library to install community gardens; idea would be for Library to educate the community, the Park District to provide the land
  - Inquired as to whether CW History has been invited to Public Entities dinners
  - Asked about whether the Park District posts anywhere the league standings/tournament results for sports leagues that play at the parks
  - Brought up Cricket (game) gaining popularity
- Commissioner Riley
  - Inquired as to how old the (Oak Creek South) skate park is
  - Confirmed that the next meeting will be held August 13<sup>th</sup> (no July meeting)

## IX. ADJOURNMENT

Commissioner Riley adjourned the meeting at 5:01 pm.

A Board work session will be held August 13, 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, President

Jeff Senney, Secretary