



Regular Meeting Agenda Items

Thursday, May 15, 2025

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, Dayton, Ohio 45458. The meeting was called to order at 4:00 P.M. with the following attending: Commissioners Pearl, Senney and Stephens; Kristen Marks, Executive Director; Ken Carter, Operations Manager; Nick Meyer, Project and Planning Manager; Jake Hensel, Program Manager; and Chris Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on May 11, 2025 and was posted on the Park District web site, www.cwpd.org.

II. SEATING OF NEW COMMISSIONER

Board welcomes new commissioner, Mr. Greg Stephens.
Oath of Office Administered by Chris Huff, Board Treasurer

Board to affirm the officer assignments for the next 11 months.

Board Officer Selection

In Effect May 2025 – April 2026

President: Alex Pearl

Vice President: Jeff Senney

Secretary: Greg Stephens

Roll Call Vote

Alex Pearl - Aye

Jeff Senney - Aye

Greg Stephens - Aye

III. CHANGES OR ADDITIONS TO THE AGENDA

Purchase Order review/approval was added to the Business section of the meeting.

IV. APPROVAL OF MINUTES

Minutes were approved by Board Consensus.

V. VISITORS

No visitors were in attendance.

VI. FISCAL

General Fund Financial Summary April 30, 2025			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2025	\$ 8,730,444	\$ 8,730,444	
Revenue			
Property Taxes	6,317,438	3,274,101	51.8%
Interest	242,710	127,515	52.5%
Donations	30,000	11,309	37.7%
Donations - Program Sponsorship	5,000	1,850	37.0%
Advances	232,500		0.0%
Program	300,000	197,580	65.9%
Field/Facility	70,000	34,114	48.7%
Other	5,000	27,653	553.1%
Total	7,202,648	3,674,122	51.0%
Beginning Cash + Revenue	15,933,092	12,404,565	
Expenditures (incl. encumbered funds that are officially set aside for future expenditures)			
2 - Park Improvements	1,796,904	390,737	21.7%
3 - Agency	712,840	476,711	66.9%
4 - Administration	863,293	428,645	49.7%
5 - Operations	3,268,615	1,509,217	46.2%
6 - Program	1,038,941	410,824	39.5%
7 - Matching Funds	50,871	14,110	27.7%
8 - Transfers (out)	67,194	4,162	6.2%
9 - Advances (out)	36,583	-	0.0%
Total expenditures	7,835,240	3,234,405	41.3%

Approval of Financial and Investment Activity

Commissioner Senney moved, Commissioner Stephens seconded, to authorize the April 2025 financial and investment activity. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

VII. BUSINESS

A. Board Administrative Policy

Commissioner Stephens moved, Commissioner Senney seconded, to approve the 2025 updates to the Board Administrative Policy. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

B. Revised Appropriation Resolution 2025-04

A budget adjustment is requested (201.12 Park Improvement Fund – General) to allow for contingency expenditures relating to the Grant Park bridging project.

Commissioner Senney moved, Commissioner Stephens seconded, to approve Appropriation Resolution 2025-04. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

C. Forest Field Hardscape Project Award

Five bids were received for the Forest Field Hardscape Improvements, which includes drive widening and resurfacing as well as resurfacing the north parking lot. Choice One Engineering has evaluated each proposal and the lowest, best bid is Filmore Construction LLC at \$190,471.78. Staff recommends awarding this project to Filmore Construction LLC, and adding 10% contingency bringing the total to \$210,000. The amount budgeted for this project is \$215,000.

Commissioner Senney moved, Commissioner Stephens seconded, to approve a purchase order for \$210,000 to Filmore Construction LLC for Forest Field Hardscape Improvements. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

D. Purchase Order Approval

Three quotes were received to install a new concrete sidewalk access at Grant Park. The lowest quote came from O’Heil Site Solutions for \$31,000. The location of the project starts between two homes at 430 and 500 Grants Trail Drive. The scope for this budgeted project includes excavation and removal of the existing asphalt path and installation of a new 5-foot-wide concrete sidewalk that is approximately 350 ft long.

Commissioner Stephens moved, Commissioner Senney seconded, to approve a purchase order for \$31,000 to O’Heil Site Solutions for the Grant Park sidewalk replacement. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

VIII. COMMISSIONER COMMENTS

- Commissioner Stephens
 - No additional comments
- Commissioner Senney
 - Suggests that the Park District invite the community in for an “open house” highlighting the District, the volunteer program, the Foundation
- Commissioner Pearl
 - He shared pictures with some staff, prior to the meeting, pictures from recent travels that he feels could help elevate what CWPDP offers
 - Lots of tree planting. Saw trees wrapped with something similar to tape that gave information on why the tree was added to the location
 - Water feature that was bridge-like but it was slightly under the surface of the water so peoples’ feet got wet as they walked over it
 - Peace tree – people wrote statements on pieces of paper and then hung from tree. Similar to locks of love.
 - Pollinator garden that had signage and pictures telling visitors about the site
 - Saw people who were wheelchair-bound utilizing a skate park
 - Interpretive signage on barn at Grant Park McEwen entrance that teaches about the history of the barn could be a nice feature
 - Inquired as to whether soccer fields at Forest Field were playable with all of the recent rain



IX. Executive Session

Commissioner Pearl moved to enter Executive Session for the purpose of discussing personnel; ORC 121.22(G)(4) at 4:52 p.m.

ROLL CALL VOTE

Commissioner Senney - Aye

Commissioner Pearl - Aye

Commissioner Stephens – Aye

Commissioner Pearl rose from Executive Session at 5:03.

X.ADJOURNMENT

Commissioner Pearl adjourned the Regular Session at 5:03.

A Board work session will be held June 10, 2025, 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

Alex Pearl, President

Greg Stephens, Board Secretary