



## Regular Meeting Agenda Items

June 10, 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 June 6, 2025 and was posted on the Park District web site, [www.cwpd.org](http://www.cwpd.org).

### II. CHANGES OR ADDITIONS TO THE AGENDA

No changes were made.

### III. APPROVAL OF MINUTES

Minutes were approved by Board consensus.

### IV. VISITORS

No visitors were in attendance.

### V. FISCAL

General Fund Financial Summary May 31, 2025			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2025	\$ 8,730,444	\$ 8,730,444	
<b>Revenue</b>			
Property Taxes	6,317,438	3,501,084	55.4%
Interest	242,710	178,196	73.4%
Donations	30,000	11,309	37.7%
Donations - Program Sponsorship	5,000	1,850	37.0%
Advances	232,500		0.0%
Program	300,000	236,169	78.7%
Field/Facility	70,000	42,313	60.4%
Other	5,000	61,924	1238.5%
Total	7,202,648	4,032,846	56.0%
<b>Beginning Cash + Revenue</b>	<b>15,933,092</b>	<b>12,763,289</b>	
<b>Expenditures</b> (incl. encumbered funds that are officially set aside for future expenditures)			
2 - Park Improvements	1,796,904	530,114	29.5%
3 - Agency	712,840	501,024	70.3%
4 - Administration	863,293	470,116	54.5%
5 - Operations	3,268,615	1,694,694	51.8%
6 - Program	1,038,941	468,344	45.1%
7 - Matching Funds	50,871	14,110	27.7%
8 - Transfers (out)	67,194	5,239	7.8%
9 - Advances (out)	36,583	-	0.0%
<b>Total expenditures</b>	<b>7,835,240</b>	<b>3,683,641</b>	<b>47.0%</b>



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

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

## **VI. BUSINESS**

### **A. Revised Appropriation Resolution 2025-05**

A budget adjustment was requested (101.05 General Fund – Operations Department) to allow for expenditures relating to insurance claim payments made directly to the Park District.

A budget adjustment was requested (101.08 General Fund – Interfund Transfers Out) to transfer funds to the Park Improvement Fund.

Commissioner Senney moved, Commissioner Stephens seconded, to Appropriation Resolution 2025-05 and authorized the Business Manager to initiate all transfers and advances, as budgeted. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

### **B. Purchase Order - Grant Park Bridging Project Completion**

Based on discussion and budget resolution passed at the May Park Board Meeting, Staff recommends approval of a purchase order for up to \$50,000 to O’Heil Site Solutions for completion of work related to the Grant Park Bridging Project.

Commissioner Stephens moved, Commissioner Senney seconded, to approve a purchase order to O’Heil Site Solutions, not to exceed \$50,000, for completion of work related to the Grant Park Bridging Project. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

## **VII. COMMISSIONER COMMENTS**

- Commissioner Stephens
  - Thank you to Executive Director Marks for coordinating a meeting to meet staff members. That was very beneficial.
  - Had the opportunity to stop in during a program at the Smith House and was able to participate! The staff was very accommodating to participants and it was an outstanding program.
  - Thank you to Board for bringing (Commissioner Stephens) in to the “Park Family”; looking forward to working with the Board.
  - Loves seeing all of the happy faces when making visits to the Parks.
- Commissioner Senney
  - No additional comments.
- Commissioner Pearl
  - Lots of information in the newspapers lately surrounding high school sports; particularly women’s softball. Inquired as to whether Park District has ever considered hosting a women’s softball league.
  - How many days have been lost due to injury? Compliments to staff on the Park District’s safety program/commitment to providing a safe working environment.
  - National Veterans Golden Age Games (Department of Veteran’s affairs) – could the Park District be a host site for something similar?



- A city in South Carolina has a program for handicapped individuals called “I can Dance” – there is also a similar program by winterguard (and hosted at the University of Dayton) where youth and their caregivers come in for a dance competition. Could the Park District host something similar?
- Asked for an update on requirements for food trucks to operate in the Parks.
- Compliments to Executive Director Marks on how a comment was handled regarding Little Mound Park.
- Talked with someone about volunteering at a neighboring Park District and inquired as to whether they have looked in to volunteering with CWPDP. They stated that they did not apply due to the volunteer application. Provided an example application from a Michigan Park District that is a ‘one-pager’ and suggested that staff review ours.

### **VIII. ADJOURNMENT**

The meeting was adjourned at 4:53 p.m.

A Board work session will be held July 8, 2025 at 3:15 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