



## Regular Meeting Agenda Items

Tuesday, January 13, 2026

### 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; Jake Hensel, Program Manager; Tony Carpenter, Project and Planning Manager; and Chris Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on January 9, 2026 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

Eagle Scout, Nate Arnow and father

### V. FISCAL

General Fund Financial Summary			
December 31, 2025			
	Budget + Carryover	YTD	% of Budget
Beginning Cash 2025	\$ 8,730,444	\$ 8,730,444	
<b>Revenue</b>			
Property Taxes	6,317,438	6,626,584	104.9%
Interest	242,710	448,356	184.7%
Donations	30,000	92,149	307.2%
Donations - Program Sponsors	5,000	3,350	67.0%
Advances	232,500	158,183	68.0%
Program	300,000	287,767	95.9%
Field/Facility	70,000	77,213	110.3%
Grants (other)	-	2,738	
Other	5,000	116,971	2339.4%
<b>Total</b>	<b>7,202,648</b>	<b>7,813,311</b>	<b>108.5%</b>
<b>Expenditures (incl. Encumbered)</b>			
2 - Park Improvements	1,807,175	1,525,024	84.4%
3 - Agency	704,848	688,008	97.6%
4 - Administration	862,988	781,506	90.6%
5 - Operations	3,316,444	3,038,650	91.6%
6 - Program	1,038,427	980,315	94.4%
7 - Matching Funds	21,963	21,420	97.5%
8 - Transfers (out)	117,194	57,060	48.7%
9 - Advances (out)	36,583	25,000	68.3%
<b>Total expenditures</b>	<b>7,905,622</b>	<b>7,116,983</b>	<b>90.0%</b>



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

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

## **VI. BUSINESS**

### **A. 2026 Final Budget – Resolution 2026-01**

Commissioner Stephens moved, Commissioner Senney seconded, to approve Resolution 2026-01, the 2026 Revised Appropriation Budget. A copy is attached to and made a part of these minutes. The Board further approves the Park District Business Manager to execute all budgeted transfers and advances without additional authorization. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

### **B. Community-Wide Shade Initiative**

At the October 2025 Board meeting, Commissioners approved a purchase order to DWA Recreation, Inc. for expenditures relating to CWPD's Community-Wide Shade Initiative. The vendor listed in the official motion, DWA Recreation, Inc. (DWA), serves as the product representative and installer of GameTime, a PlayCore company. As such, the payments will be invoiced and paid to GameTime.

To correct the vendor name, the 2025 Purchase Order to DWA has been canceled and staff is requesting the Park Board approve the issuance of a new/replacement purchase order, payable to GameTime, for a total not to exceed \$400,000. This is the same amount as the (canceled) 2025 PO.

This amount will be used for the product purchase and installation of shade structures at five community parks. The contract includes a discount offered by OMNIA Partners-Contract Number- 201700034.

Commissioner Senney moved, Commissioner Stephens seconded, to approve a purchase order to GameTime, for a total not to exceed \$400,000, for the Community-Wide Shade Structure Initiative. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

### **C. Board Administrative Policy Updates**

Commissioner Stephens moved, Commissioner Senney seconded, to approve the update to Section 4.2 of the Board Administrative Policy specifying purchasing approval limits for Managers, Executive Director, and the Park Commission. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

### **D. 2026 Purchase Orders**

Staff requests approval of the following purchase orders. These amounts represent the estimated annual expenditures relating to normal operating activities and exceed the Executive Director's approval limit.

- AES - \$110,000
- Duncan Oil - \$40,000
- Jefferson Health Plan - \$300,000
- Montgomery County Water – \$40,000
- Ohio Public Employees Retirement System (OPERS) - \$360,000
- Promotional Spring – \$97,000
- Skynet - \$47,000

Commissioner Senney moved, Commissioner Stephens seconded, to approve 2026 purchase orders listed within the minutes. Commissioners Pearl, Senney and Stephens: ayes, motion carried.

## VII. COMMISSIONER COMMENTS

- Commissioner Stephens
  - Thanks to staff for good audit results.
  - Looking forward to OPRA Conference and the agency receiving an award for Project VIPR.
  - The Luminary Walk was put on very well. There was great weather and great attendance.
  - Attended Centerville City Council Meeting and was able to see the swearing-in of the new City Council member, Terry Posey.
- Commissioner Senney
  - Luminary was great. The event showcases CWPD well.
  - Looking back on the year, the CWPD Business Breakfast was also great!
  - Looking forward to working with (new Project and Planning Manager) Tony Carpenter.
  - Thanks for a great 2025!
- Commissioner Pearl
  - With the driveway at Activity Center being redone, it would be nice to see a cultivated landscape to make the entrance impactful. Would like to see an electronic sign considered.
  - In thinking about seniors and expanding offerings for those, AARP has an awards program for movies for seniors, dance parties and potlucks could also be considered.
  - Centerville and Washington Township have a diverse population; consider offering international nights/movies
  - In Canada there is a Trees for Heroes program that pays homage to Veterans. Could CWPD have a Veterans Grove?
  - Could CWPD have volunteers/volunteer groups support keeping prairies free of invasive species and generally cleaned up? Idea would be like an offshoot of the VIPR program.
  - Montgomery County Land Bank – is there anything in our area that qualifies and would it be beneficial to develop a relationship?

## VIII. EXECUTIVE SESSION

Commissioner Pearl moved to enter Executive Session for the purpose of discussing land; ORC 121.22(G)(4).

### **Roll Call**

Commissioner Stephens - aye

Commissioner Senney - aye

Commissioner Pearl - aye

## IX. ADJOURNMENT

Commissioner Pearl adjourned the meeting at 5:09 p.m.

A Board work session will be held February 10, 2026, at 3:00 P.M. followed by a regular meeting at 4:00 P.M. at Park Headquarters, 221 N. Main St, Centerville.