



Regular Meeting Agenda Items

Tuesday, November 11, 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 via Zoom video conferencing in accordance with ORC 121.221 and with Centerville-Washington Park District’s Policy 7.5 (Virtual Meeting Policy).

The meeting was called to order at 4:02 P.M. with the following attending: Commissioners Pearl, Senney and Stephens; Kristen Marks, Executive Director; Ken Carter, Operations Manager; Jake Hensel, Program Manager; Carrie Dittman, Marketing and Communications Manager; and Chris Huff, Business Manager. Notice of this meeting was sent to the Dayton Daily News on November 7, 2025, and was posted on the Park District web site, www.cwpd.org.

II. CHANGES OR ADDITIONS TO THE AGENDA

No changes were made.

III. APPROVAL OF MINUTES

Minutes were approved by Board consensus.

Roll Call Vote:

- Commissioner Stephens - aye
- Commissioner Senney - aye
- Commissioner Pearl - aye

IV. VISITORS

No visitors were in attendance.

V. FISCAL

General Fund Financial Summary			
October 31, 2025			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2025	\$ 8,730,444	\$ 8,730,444	
Revenue			
Property Taxes	6,317,438	6,624,798	104.9%
Interest	242,710	360,697	148.6%
Donations	30,000	81,960	273.2%
Donations - Program Sponsorship	5,000	3,350	67.0%
Advances	232,500		0.0%
Program	300,000	264,989	88.3%
Field/Facility	70,000	74,111	105.9%
Grants (other)	-	2,738	
Other	5,000	73,249	1465.0%
Total	7,202,648	7,485,892	103.9%
Beginning Cash + Revenue	15,933,092	16,216,336	
Expenditures (incl. encumbered funds that are officially set aside for future expenditures)			
2 - Park Improvements	1,791,279	1,093,695	61.1%
3 - Agency	704,848	572,411	81.2%
4 - Administration	862,988	709,942	82.3%
5 - Operations	3,319,459	2,753,072	82.9%
6 - Program	1,038,427	898,187	86.5%
7 - Matching Funds	50,871	18,515	36.4%
8 - Transfers (out)	117,194	10,557	9.0%
9 - Advances (out)	36,583	25,000	68.3%
Total expenditures	7,921,648	6,081,378	76.8%



Approval of Financial and Investment Activity

Commissioner Stephens moved, Commissioner Senney seconded, to authorize the October 2025 financial and investment activity.

Roll Call Vote:

Commissioner Stephens - aye
Commissioner Senney - aye
Commissioner Pearl - aye

VI. BUSINESS

A. Rules and Regulations Update

Staff recommends an update to the Rules and Regulations to prohibit any motorized vehicles on paved and natural trails within the Park District, with exceptions stated for devices for individuals with disabilities and devices used by law enforcement. Chapter 3, Section 7

Commissioner Senney moved, Commissioner Stephens seconded, to approve the recommended revision to Chapter 3, Section 7 of the Centerville-Washington Park District Rules and Regulations.

Roll Call Vote:

Commissioner Stephens - aye
Commissioner Senney - aye
Commissioner Pearl - aye

B. Revised Appropriation Resolution 2025-07

Staff requests \$28,908 be moved from 101.07 – Matching Funds to 101.02 – Capital Improvements to properly account for dugout covers to be installed.

Commissioner Stephens moved, Commissioner Senney seconded, to Appropriation Resolution 2025-07 and authorizes the Business Manager to initiate all transfers and advances, as budgeted.

Roll Call Vote:

Commissioner Stephens - aye
Commissioner Senney - aye
Commissioner Pearl - aye

C. Purchase Order Approval

Over the past five years, the Park District has partnered with Centerville Baseball Softball League (CBSL) to shade the baseball dugouts throughout the Park District. The next fields that need covered are Activity Center #3 and Iron Horse #1 and #2. The cost is \$43,912. Staff recommends approving a purchase order for \$44,000 to Bellbrook Fence Company to cover these dugouts. CBSL has contributed \$45,300 towards covering 22 dugouts since 2021, and while they are not contributing matching funds this year, we feel strongly that shading the dugouts is important due to survey feedback related to shade and enhancing existing facilities.



Commissioner Senney moved, Commissioner Stephens seconded, to approve a purchase order to Bellbrook Fence Company in the amount of \$44,000 to cover six dugouts at three baseball diamonds.

Roll Call Vote:

- Commissioner Stephens - aye
- Commissioner Senney - aye
- Commissioner Pearl – aye

VII. COMMISSIONER COMMENTS

- Commissioner Stephens
 - Appreciates all information and details in the Agency Report
 - Love the latest newsletter and the hard work that the staff goes into what is in the publication. Friends and family throughout the community enjoy getting the newsletter. It's a coffee table centerpiece!
 - Construction along Social Row in front of Mays Park. Sidewalk from Waterbury Woods to Robert F. Mays Park – great to connect our parks!
 - List of all Park Districts in OPRA email and the majority of those who had levies on the ballot passed. Neat to see how many positive responses there were throughout the state.
- Commissioner Senney
 - Spoke to Kristen and Ken about speed of people coming and going from FF. Noticed speed bumps in the 2026 budget. Are there spots already designated for installation of these and are there other parks where speed is an issue?
- Commissioner Pearl
 - Heavy emphasis on honeysuckle removal and doing a great job with that; in the spring there is garlic mustard removal. Is there anything else invasive that we address? Potentially recognize groups or individuals about their efforts at invasive species eradication.
 - “Plant a row for the hungry.” An organization that plants an extra row (or extra plants) with the intention of donating those extra plants to the hungry. The Park District could potentially be a hub or promoter for that.
 - Is there an opportunity to take a section of one of our meadows as an adopt-a-meadow where a group would plant ornamental gardens and be responsible for taking care of it.
 - Program registration opened yesterday – wanted to recognize Program Department because he tried to register his wife for a program and it was already full with a waitlist at 5:00 p.m.

VIII. EXECUTIVE SESSION

Commissioner Stephens moved to enter Executive Session for the purpose of discussing Personnel Compensation; ORC 121.22(G)(4) at 4:38 p.m.

Roll Call Vote:

- Commissioner Stephens - aye
- Commissioner Senney - aye
- Commissioner Pearl - aye

Commissioner Pearl arose from Executive Session, and returns to Regular Session at 5:09 p.m.

Commissioner Stephens moved, Commissioner Senney seconded, to adopt the 2026 Full Time Position



Pay Scale, as attached to these Minutes.

Roll Call Vote:

Commissioner Stephens - aye

Commissioner Senney - aye

Commissioner Pearl - aye

IX. ADJOURNMENT

Commissioner Pearl adjourned the meeting at 5:10 p.m.

A Board work session will be held December 9, 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