



Regular Meeting Agenda Items

Tuesday, December 9, 2025

I. CALL TO ORDER

II. 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 4:05 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 December 5, 2025, and was posted on the Park District web site, www.cwpd.org.

III. CHANGES OR ADDITIONS TO THE AGENDA

Added a motion during the Business meeting to approve a Purchase Order to be issued to the Ohio Bureau of Workers' Compensation.

IV. APPROVAL OF MINUTES

Minutes were approved by Board consensus.

V. VISITORS

No visitors were in attendance.

VI. FISCAL

General Fund Financial Summary			
November 30, 2025			
	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2025	\$ 8,730,444	\$ 8,730,444	
Revenue			
Property Taxes	6,317,438	6,625,675	104.9%
Interest	242,710	413,922	170.5%
Donations	30,000	82,090	273.6%
Donations - Program Sponsorship	5,000	3,350	67.0%
Advances	232,500		0.0%
Program	300,000	282,527	94.2%
Field/Facility	70,000	76,323	109.0%
Grants (other)	-	2,738	
Other	5,000	73,408	1468.2%
Total	7,202,648	7,560,033	105.0%
Beginning Cash + Revenue	15,933,092	16,290,476	
Expenditures (incl. encumbered funds that are officially set aside for future expenditures)			
2 - Park Improvements	1,820,187	1,517,694	83.4%
3 - Agency	704,848	584,886	83.0%
4 - Administration	862,988	739,269	85.7%
5 - Operations	3,319,459	2,877,477	86.7%
6 - Program	1,038,427	939,906	90.5%
7 - Matching Funds	21,963	21,420	97.5%
8 - Transfers (out)	117,194	11,328	9.7%
9 - Advances (out)	36,583	25,000	68.3%
Total expenditures	7,921,648	6,716,980	84.8%

Approval of Financial and Investment Activity

Commissioner Senney moved, Commissioner Stephens seconded, to authorize the November 2025 financial and investment activity. Commissioners Pearl, Senney and Stephens, all aye.

VII. BUSINESS

A. Request for Tax Advance Schedule A Resolution 2025-08

This is a request of the Montgomery County Auditor to advance tax money to the Park District on a bi-weekly basis, rather than one payment at the end of the collection process.

Commissioner Stephens moved, Commissioner Senney seconded, to authorize the Business Manager to request bi-weekly tax advances during 2026 (Resolution 2025-08). Commissioners Pearl, Senney and Stephens, all aye.

B. 2026 Preliminary Budget Schedule B Resolution 2025-09

The preliminary budget must be approved so that related Purchase Orders can be approved starting 01/01/2026. The final budget will be approved at the January meeting.

Commissioner Senney moved, Commissioner Stephens seconded, to approve Resolution 2025-08, the 2026 Temporary Appropriation Budget. Commissioners Pearl, Senney and Stephens, all aye.

C. Purchase Order

The 2026 Property and Liability Insurance renewal has been provided and requires Purchase Order approval by the Board. The renewal is \$47,466.

A summary of some renewal highlights is as follows:

- The rate increase before exposure was 2%
- Underwriting replacement costs increased for the Maintenance Facility, Schoolhouse Park (main building) and Yankee Park shelter
- Equipment values increased (new vehicles)
- Cyber Pricing increased for more comprehensive coverage

Commissioner Stephens moved, Commissioner Senney seconded, to approve the issuance of a Purchase Order not to exceed \$47,466 to Hylant Administrative Services, LLC. Commissioners Pearl, Senney and Stephens, all aye.

VIII. COMMISSIONER COMMENTS

- Commissioner Stephens
 - The staff holiday party was exceptional. Great venue (Benham's Grove). Thanks to all who helped make it a success.
 - Are there cricket players who are still engaged with the Park District
- Commissioner Senney
 - Luminary walk is on Friday. People will be going to Jeff's, who lives very close to Forest Field, then walking over. Anyone is welcome to attend.
- Commissioner Pearl
 - Would a dog memorial be something to consider installing? Potentially charge a small fee to hang up a collar or tag on a fence at Oak Grove
 - Has Park District considered Pickleball scoreboards?



- Next to the Headquarters building is an Ilex Verticillata. Have we considered introducing other plants with interesting colors to add to the winter experience in the parks?
- Saw OPRA awards list – congratulations to staff for being on the list as award winners! It was also nice to read the full list of recipients to see what other Districts around the state are doing.

IX. Executive Session

Commissioner Stephens moves to enter Executive Session for the purpose of discussing personnel; ORC 121.22(G)(4) at 4:32 pm.

Roll Call

Commissioner Stephens - aye

Commissioner Senney - aye

Commissioner Pearl - aye

Commissioner Pearl rose from Executive Session at 5:16 pm.

X. ADJOURNMENT

Commissioner Pearl adjourned the meeting at 5:16 pm.

A Board work session will be held January 13, 2026, at 3:00 P.M. followed by a regular meeting at 4:00 P.M. at Park Headquarters, 221 N. Main St, Centerville.

Approved

Alex Pearl, President

Attested

Greg Stephens, Board Secretary