Centerville-Washington PARK DISTRICT

Regular Meeting Agenda Items

Tuesday, September 8, 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; Carrie Dittman, Marketing and Communications Manager; 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 September 4, 2026, 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

August 2026 meeting minutes were approved by Board Consensus.

IV. VISITORS

Gary Steins

V. FISCAL

General Fund Financial Summary
August 31, 2026

	Budget + Carryover	YTD Expenses + Encumbrances	% of Budget
Beginning Cash 2026	$ 10,312,609	$ 10,312,609	
Revenue			
Property Taxes	6,396,959	5,306,805	83.0%
Interest	300,000	283,301	94.4%
Donations	51,000	29,694	58.2%
Donations - Program Sponsorship	5,000	5,972	119.4%
Advances	74,317	62,734	84.4%
Program	280,000	275,955	98.6%
Field/Facility	70,000	72,539	103.6%
Grants (other)		3,385	
Other	5,000	45,012	900.2%
Total	7,182,276	6,085,397	84.7%
Beginning Cash + Revenue	**17,494,885**	**16,398,006**	
Expenditures (incl. encumbered funds that are officially set aside for future expenditures)			
2 - Park Improvements	2,615,308	1,143,082	43.7%
3 - Agency	956,488	610,351	63.8%
4 - Administration	1,025,290	670,821	65.4%
5 - Operations	3,395,094	2,264,791	66.7%
6 - Program	1,006,522	798,164	79.3%
7 - Matching Funds	32,595	19,907	61.1%
8 - Transfers (out)	291,180	11,414	3.9%
9 - Advances (out)	11,583	-	0.0%
Total expenditures	**9,334,060**	**5,518,531**	**59.1%**

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Approval of Financial and Investment Activity

Commissioner Stephens moved, Commissioner Pearl seconded, to authorize the August 2026 financial and investment activity. Commissioners Pearl, Senney and Stephens, all aye.

VI. BUSINESS

A. Personnel Policy Updates

Staff recommend removing language that excludes temporary employees from On Call Pay (Section 2.1.2) and Call-In Pay (Section 2.1.3) as discussed in the Work Session.

Commissioner Pearl moved, Commissioner Stephens seconded, to approve Personnel Policy updates to sections 2.1.2 and 2.1.3. Commissioners Pearl, Senney and Stephens, all aye.

B. Employee Recognition Policy Update

Staff recommend increasing the Employee Recognition Policy department limit from $2,000 to $4,000 as discussed in the Work Session.

Commissioner Senney moved, Commissioner Pearl seconded, to approve updating the Employee Recognition Policy to include an increase in the department limit from $2,000 to $4,0000. Commissioners Pearl, Senney and Stephens, all aye.

C. Purchase Order for Court and Pathway Improvements at Oak Lane and Village South Parks

The Park District received four bids for the following scope: resurfacing two courts at Village South, demo of one court at Old Lane, resurfacing of remaining court, and addition of a concrete path through Old Lane. Outdoor Enterprise LLC was the lowest and best bid at $391,226. The budget for this project is $350,000 and the engineer's estimate was $464,157. Due to other projects that have come in under budget, we have funds to cover the overage. Staff recommend contracting with Outdoor Enterprise to complete court resurfacing and path installation at Village South and Old Lane Parks.

Commissioner Stephens moved, Commissioner Pearl seconded, to approve a purchase order in the amount of $391,226 to Outdoor Enterprise LLC for completion of court resurfacing and concrete path installation at Village South and Old Lane Parks. Commissioners Pearl, Senney and Stephens, all aye.

VII. COMMISSIONER COMMENTS

- Commissioner Senney
    - Recently went to a neat event called St. Anne's Porch Fest (has also been to a similar event in Yellow Springs) – program idea to have something like this in a park where people can walk on an accessible trail to different stations featuring local musicians
- Commissioner Stephens
    - Liked seeing the volunteer spotlight for Hike for Your Health volunteers in the CWPD Newsletter
    - Foundation for Centerville-Washington Parks will be having a fundraiser at Whit's Custard on September 29
    - Saw that CWPD contributed to the Centerville Washington History time capsule
- Commissioner Pearl
    - When considering ideas for the dog park funding via the Township, think of incorporating a pet memorial of some sort
    - Kristen shared a video that was prepared to highlight the VIPR program; if volunteers

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use power tools what is CWPD's liability exposure
- Do we have a kite flying event or competition

VIII. ADJOURNMENT

Commissioner Senney adjourned at 1:52 p.m.

A Board work session will be held October 13 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**
Jeff Senney, Board President	Alex Pearl, Board Secretary