

**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
FIVE RIVERS METROPARKS**

September 9, 2016

A meeting of the Board of Park Commissioners (BOPC) was held at the Five Rivers MetroParks Main Office, 409 E. Monument, 3rd Floor, Dayton, OH, on September 9, 2016, and convened at 7:41 a.m. on a roll call vote by the Board of Park Commissioners.

Present: Five Rivers MetroParks Commission President Alan F. Pippenger, Vice President Karen L. Davis, Commissioner Irvin G. Bieser, Jr., Executive Director Rebecca A. Benná, Chief of Administration Bill Tschirhart, Chief of Public Safety Mark Hess, Chief of Planning & Projects Carrie Scarff, Director of Marketing & Community Engagement Trish Butler, Director of Human Resources Debra Jackson, Chief of Philanthropy Beth Redden, Director of Parks & Conservation Michael Enright, Director of Outdoor Connections Amy Dingle, Director of Information Technology Tim Clark, Finance Manager Jennifer Grusenmeyer, Planning Manager Eric Sauer, Manager of Facilities & Equipment Richard Alder, Conservation and Nature Program Manager Katrina Arnold, Marketing Manager Kristen Wicker, Marketing Research Manager Amy Forsthoefel, Executive Assistant Chris Romer, and Legal Counsel Robert Curry.

Visitors Present: None

Minutes: The BOPC was presented with the minutes of the regular meeting for August 17, 2016. On a motion by Commissioner Bieser, the minutes were approved.

Financial Reports: The BOPC was presented with MetroParks' August 2016 Financials and the approved list of bills for August 1 – 31, 2016. On a motion by Commissioner Davis, the BOPC accepted the August 2016 financial reports, as presented.

US Bike Routes Support Resolution: Executive Director Benná requested approval and adoption of Resolution No. 16-028, revising Resolution No. 12-027, for the continued support for the designation of US Bicycle Routes 50 and 25 through Montgomery County, Ohio. On a motion by Commissioner Davis, the BOPC approved Resolution No. 16-028, as presented.

Law Enforcement Activity: The BOPC was presented with the Law Enforcement Activity Report for August 2016.

Amounts and Rates Resolution: Executive Director Benná requested approval and adoption of Resolution No. 16-029, accepting the amounts and rates as determined by the Budget Commission, authorizing the necessary tax levies and certifying them to the County Auditor for levy collection in 2017. On a motion by Commissioner Bieser, the BOPC approved Resolution No. 16-029, as presented.

Capital Improvement Request: Executive Director Benná requested approval to award the contract for the construction of the Twin Valley Welcome Center to Double Jay Construction in the amount of \$238,809. On a motion by Commissioner Bieser, and a recusal by Commissioner Pippenger, the BOPC approved the request to award the contract.

Purchasing Agreement: Executive Director Benná requested approval to enter into an agreement with Tyler Technologies to purchase Incode Financial & Personnel Management software and related hardware in the amount of \$237,846. Chief of Administration, Bill Tschirhart, presented the BOPC with benefits of moving to the proposed software:

- Regular software updates
- Ability to integrate with other FRMP software
- Ability to integrate with OpenCheckbook.com
- Consolidate financial and personnel functions in one complete package
- Reduced annual operating costs

On a motion by Commissioner Bieser, the BOPC approved the request to enter into an agreement with Tyler Technologies to purchase financial & personnel management software.

Budget Transfer Resolution: Executive Director Benná requested approval and adoption of Resolution No. 16-030, for the transfers within the general fund. On a motion by Commissioner Davis, the BOPC approved Resolution No. 16-030, as presented.

Capital Fund Resolution: Executive Director Benná requested approval and adoption of Resolution No. 16-031, revising Resolution No. 16-027, for the appropriation or adjustment of funds within the capital fund. On a motion by Commissioner Bieser, the BOPC approved Resolution No. 16-031, as presented.

Other Business: None

Visitor Comments: No comments

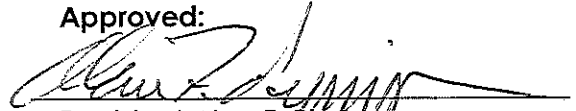
Next Board Meeting:

- The BOPC agreed to hold the following regularly scheduled meetings:
 - October 11, 2016, commencing at 4:00 p.m. at Five Rivers MetroParks Main Office, 409 E. Monument Avenue, 3rd floor, Dayton, Ohio
 - November 18, 10:00 a.m. at Five Rivers MetroParks Main Office, 409 E. Monument Avenue, 3rd floor, Dayton, Ohio. A work session will immediately follow the meeting.
 - December 9, 7:30 a.m. at Five Rivers MetroParks Main Office, 409 E. Monument Avenue, 3rd floor, Dayton, Ohio
- The BOPC directed the Secretary of the Board to give notice of these meetings and all subsequent meetings pursuant to the rule adopted by the BOPC.

BOPC Facility Tour: The BOPC toured Adventure Central, Wesleyan MetroPark, and Englewood MetroPark.

Adjournment: On a motion by Commissioner Davis, the BOPC adjourned the meeting at 12:30 p.m.

Approved:



President Alan F. Pippenger

Attest: Rebecca A. Benna