

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

February 11, 2011

A meeting of the Board of Park Commissioners (BOPC) was held at Cox Arboretum MetroPark, 6733 Springboro Pike, Dayton, OH, on February 11, 2011, and convened at 7:03 a.m. on roll call vote by the Board of Park Commissioners.

**Present:** Five Rivers MetroParks Commission Vice President Karen L. Davis; Commissioner Irvin G. Bieser Jr., Executive Director Charles Shoemaker, Deputy Director Carrie Scarff, Director of Finance and Business Robert Johnson, Director of Conservation Dave Nolin, Director of Human Resources Debra Jackson, Chief Ranger Larry Jones, Director of Marketing Beth Miller, Business Manager Jennifer Grusenmeyer, Conservation Biologist Mike Enright, Ranger Lieutenant Mark Arendt, Wegerzyn Gardens MetroPark Horticulturalist Chris Jensen, Volunteer Services Manager Kevin Kepler, Adventure Central Director Nate Arnett, Director of Park Services Jackie McArdle, IT Network Administrator Tim Clark, public visitor Paul Lamberger and MetroParks legal counsel representative Robert Curry.

**Visitor Recognition:** Executive Director Shoemaker recognized public visitor Paul Lamberger.

**Minutes:** On motion by Commissioner Bieser and second by Commissioner Davis the BOPC Regular Meeting minutes of January 20, 2011, were approved as received and read. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC Special Meeting minutes of January 27, 2011 were approved as received and read. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC Special Meeting minutes of January 28, 2011 were approved as received and read. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC Special Meeting minutes of January 31, 2011 were approved as received and read.

**Financial Reports:** The BOPC was presented with a revised MetroParks' December 2010 financial report. Director of Finance and Business Robert Johnson indicated that the revised financials included additional investment income that hadn't been posted by the January Board meeting. The BOPC were also presented with MetroParks' January 2011 financials. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC accepted MetroParks' December 2010 revised financial reports and the January 2011 financial reports as presented. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC accepted the Approved Bills from January 1 through January 31, 2011.

**Ohio State University (OSU) Extension – Adventure Central Annual Contracts:** Executive Director Shoemaker gave a brief overview of the annual contracts between MetroParks and OSU Extension for Adventure Central program staffing and gift agreement for Adventure Central. Mr. Shoemaker requested approval to pay

the 2011 annual contract in the amount of \$170,000. The 2010 amount was \$163,000. At the same time Mr. Shoemaker requested authorization to pay the 2011 annual gift to OSU Extension per the agreement in the amount of \$80,440. The amount in 2010 was \$78,021. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the requests as presented.

**Siebenthaler Bridge to the Community Spirit Award:** The BOPC decided to table their decision on the award receipt until their February 17 Work Session.

**Staff Reports:** The BOPC were presented with the 2010 Fourth Quarter Visitation and Activity report as well as the Law Enforcement Activity report for January 2011.

Director of Marketing Beth Miller briefly highlighted several areas in the visitation and activities report.

**Personnel:** Director of Human Resources Debra Jackson informed the BOPC of the following personnel related matters:

- Hiring of Rebecca A. Benná as Executive Director, replacing Charlie Shoemaker.
- Interim appointment of Mark Arendt as Chief Ranger effective February 14, 2011.
- Hiring of Bambi Shafer as Volunteer Coordinator at Carriage Hill MetroPark effective January 24, 2011, filling a vacancy.

Commissioner Bieser and Commissioner Davis made a few brief comments about the selection process of the Executive Director and the hiring of Rebecca Benná to that position.

Executive Director Shoemaker congratulated Mark Arendt on his interim appointment as Chief Ranger.

The BOPC were presented with Resolution No. 11-008 honoring Charlie Shoemaker for his 33 plus years of service to MetroParks and his retirement. Commissioner Davis read the resolution aloud. Following a few words by both the Commissioners and Mr. Shoemaker on motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-008 as presented.

The BOPC were also presented with Resolution No. 11-009 honoring Chief Larry Jones for his 35 plus years of service and his retirement. Commissioner Davis read the resolution aloud. Following a few words by Executive Director Shoemaker and Chief Jones, on motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-009 as presented.

**Aullwood Garden Legacy Plan:** Volunteer Manager Kevin Kepler and Horticulturalist Chris Jensen gave a PowerPoint presentation outlining a plan for the protection of Aullwood Garden MetroPark emphasizing and honoring Marie Aull's vision, thus assuring a continuation of visitor experience. They also included the intent to create an operational plan for the garden to include involvement of the Garden Conservancy and the integrity of the Aull's house. Following a brief discussion the Commissioner thanked Mr. Kepler and Mr. Jensen for their presentation.

**Professional Service Contract:** Executive Director Shoemaker requested authorization to award the Conservation Area Management Services contract to three vendors as follows:

- Commercial Property Maintenance - \$8,640
- Groundskeepers - \$6,394
- Bladecutters - \$1,680

The total for all three vendors is \$16,714, the estimate was \$25,000. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Executive Director Shoemaker requested full Board concurrence on the award of contract growing services for hanging baskets at RiverScape, Island and Deeds MetroParks to Beyond the Greenhouse at a total cost of \$27,742.49. The estimate was \$33,000. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented and authorized by Commissioner Pippenger per the January meeting approval.

**Capital Improvement Requests:** Executive Director Shoemaker requested authorization to revise the estimate for the planting of 24,000 trees and shrubs at Medlar Conservation Area at an estimated cost of \$213,163.72 with 75% of this amount covered by a Clean Ohio grant already awarded. The remaining amount of \$53,290.93 would be MetroParks' share. The original estimate was \$269,000. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Executive Director Shoemaker informed the BOPC that MetroParks has been granted a donation from the Garden Club of Dayton in the amount of \$4,000 to treat the ten largest Ash trees as part of addressing the Emerald Ash Borer infestation.

**Transfer and Capital Project Fund Resolutions:** Business Manager Jennifer Grusenmeyer requested adoption and approval of the following resolution:

Resolution No. 11-010 to transfer funds between object level two and object level three codes. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-010 as presented.

**Other Business:** Executive Director Shoemaker indicated that he would like to get firm Board meeting dates from the Commissioners to get an accurate calendar together for the new Executive Director.

**Visitor Comments:** No visitor comments were noted.

**Next Board Meeting:** The BOPC also agreed to hold a work session meeting on February 17, 2011, commencing at 3:00 p.m. at MetroParks' Outdoor Connections Offices, 224 N. St. Clair Street, Dayton, Ohio. The BOPC agreed to hold the next regularly scheduled meeting on March 11, 2011, commencing at 3:00 p.m. at Carriage Hill MetroPark Visitor Center, Huber Heights, 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.

**Executive Session:** In accordance with the open meetings law Section 121.22 of the Ohio Revised Code, by roll call vote following motion by Commissioner Bieser and second by Commissioner Davis, the BOPC elected to temporarily adjourn and hold an Executive Session commencing at 7:57 a.m. for the specific purpose of discussing one land acquisition issue and one personnel matter. On motion by Commissioner Bieser and second by Commissioner Davis the open session reconvened at 8:58 a.m.

**Personnel:** Commissioner Davis announced that Deputy Director Carrie Scarff had agreed to serve in the capacity of Acting Executive Director effective March 1, 2011, until the arrival of Rebecca Benná.

**Adjournment:** By roll call vote, following motion by Commissioner Bieser and second by Commissioner Davis, the BOPC adjourned the meeting at 8:59 a.m.

  
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President ~~Alan F. Pippenger~~.

Attest:  \_\_\_\_\_