

**Minutes of Regular Meeting
Board of Park Commissioners
Five Rivers MetroParks**

February 13, 2015

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 February 13, 2015, and convened at 7:32 a.m. on a roll call vote by the Board of Park Commissioners.

Present: Five Rivers MetroParks Commission President Irvin G. Bieser, Jr., Vice President Alan F. Pippenger; Commissioner Karen L. Davis, Executive Director Rebecca A. Benná, Deputy Director Carrie Scarff, Director of Human Resources Debra Jackson, Director of Parks and Legislative Services Karen Hesser, Director of Development Beth Redden, Director of Adventure Central Nate Arnett, Director of Outdoor Connections Amy Dingle, Director of Marketing Trish Butler, Director of Business Services Bill Tschirhart, Ranger Lieutenant Mark Arendt, Finance Manager Jennifer Grusenmeyer, IT Manager Tim Clark, Conservation Manager Mike Enright, Park Project Manager Richard Alder, Project Manager Joe Zimmerman, Executive Management Assistant Cheronne Wilson, Leon Younger of PROS Consulting, Visitor Cindy Sullivan and Legal Counsel Robert Curry.

Visitor Recognition: Leon Younger of PROS Consulting and Cindy Sullivan

Minutes: The BOPC was presented with the minutes of the regular meeting for January 16, 2015. On a motion by Commissioner Pippenger and a second by Commissioner Davis the minutes of the January 16, 2015, regular meeting were approved.

Financial Reports: The BOPC was presented with revised December 2014 Financials. Finance Manager Jennifer Grusenmeyer briefly explained the reason for the revised financials and pointed out the revisions. The BOPC was also presented with MetroParks' January, 2015 financials and the Approved List of Bills for January 1 - 31, 2015. Finance Manager Jennifer Grusenmeyer gave a brief overview of current revenues and expenses. Following a brief discussion and on a motion by Commissioner Davis and second by Commissioner Pippenger, the BOPC accepted MetroParks' December, 2014 revised and January, 2015 financial reports as presented.

Staff Reports

Law Enforcement Activity: The BOPC was presented with the Law Enforcement Activity report for January, 2015. Ranger Lieutenant Mark Arendt gave a brief overview of information contained in the report. Following a brief discussion the BOPC thanked Mr. Arendt for his information.

OSU Extension – Adventure Central Annual Contract: Executive Director Benná requested approval to enter into a contract and encumber funds with OSU for the 4th quarter 2014 and the 1st, 2nd and 3rd quarters of 2015 for two full-time staff, one part-time staff, and up to five seasonal program staff in the amount of \$125,080. Funding is available in the General Fund. This amount reflects a savings of \$15,000 for 2015 due to a Mathile Family Foundation grant to OSU Extension and transitioning one full-time position to a part-time position. Nate Arnett stated that the amount of the Mathile grant was increased from last year. Following a brief discussion and on a

motion by Commissioner Davis and a second by Commissioner Pippenger, the BOPC approved the request as presented.

Executive Director Benná also requested approval to encumber funds in the amount of \$90,888 for two educator positions at Adventure Central in 2015 as part of the long-term agreement with OSU through 2016. Nate Arnett was available to answer questions. On a motion by Commissioner Pippenger and a second by Commissioner Davis the BOPC approved the request as presented.

Capital Improvement Requests: Executive Director Benná requested authorization to modify the Eastwood Lagoon Bridge Project contract with R. B. Jergens Contractors in the amount of \$134,088. This amount was included in the Contractor's original proposal as "Base Contract Part B." This portion of the project will include delivery and installation of the new bridge and site work. The original contract for the project was awarded in December 2014. Funding for this project is available in capital projects fund. Following a brief discussion and on a motion by Commissioner Davis and a second by Commissioner Pippenger the BOPC approved the request as presented.

Capital Equipment Requests: Executive Director Benná requested authorization to purchase two tractors, two mowers, five utility vehicles, one loader and one rotary broom from John Deere through the State Cooperative Purchasing Program in the amount of \$219,128.36 and to purchase of two leaf vacuums, one power washer, portable generator and sweepster attachment in the amount of \$10,901.93 from Koenig Equipment. Richard Alder explained that he packaged the non-state bid items to make the dealers' bids more competitive. By bundling these items, the price for the non-state bid portion was \$25,000 under budget. Following a brief discussion and on a motion by Commissioner Pippenger and a second by Commissioner Davis the BOPC approved the request as presented.

New Subfund Request Resolution: Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution 15-008 to establish a special revenue fund to be labeled "MetroParks Law Enforcement Education Fund." The Ohio Attorney General's Office provides these funds to law enforcement agencies throughout Ohio, and the funds can only be used to defray the cost of continuing education for our Rangers. Five Rivers MetroParks has already received \$2,320 for training. Following a brief discussion and on a motion by Commissioner Pippenger and a second by Commissioner Davis the BOPC adopted Resolution 15-008.

Budget Adjustment and Capital Fund Resolutions: Finance Manager Jennifer Grusenmeyer requested approval and adoption of the following Resolutions:

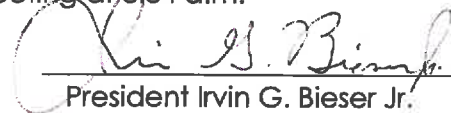
- Resolution No 15-009 for the transfer of funds within the general fund. On a motion by Commissioner Davis and a second by Commissioner Pippenger the BOPC adopted Resolution 15-009.
- Resolution No 15-010 for the transfer of funds between the general fund and capital projects fund. On a motion by Commissioner Davis and a second by Commissioner Pippenger the BOPC adopted Resolution 15-010.
- Resolution No 15-011 revising Resolution No. 15-004 for the appropriation and adjustment of funds within the Capital Projects fund. On a motion by Commissioner Davis and a second by Commissioner Pippenger the BOPC adopted Resolution 15-011

Other Business: Executive Director Benná introduced Leon Younger of PROS Consulting. Mr. Younger gave a brief overview of the Comprehensive Master Plan. The overview included what the plan will do for the agency, what the process includes, and the time schedule for completion. Following a brief discussion the BOPC thanked Mr. Younger for the information.

Visitor Comments: Cindy Sullivan introduced herself and stated she enjoyed being at the meeting.

Next Board Meeting - The BOPC agreed to hold the next regularly scheduled meeting on March 13, 2015, commencing at 7:30 a.m. at MetroParks' Main Office, 409 E. Monument Avenue, 3rd Floor, Dayton, Ohio. The BOPC directed the Secretary of the Board to give notice of this meeting and all subsequent meetings pursuant to the rule adopted by the BOPC.

Adjournment: By roll call vote, following a motion by Commissioner Davis and seconded by Commissioner Pippenger, the BOPC adjourned the meeting at 8:34 a.m.



President Irvin G. Bieser Jr.

Attest: 
