

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

March 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 March 13, 2015, and convened at 7:33 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 Conservation Dave Nolin, Director of Development Beth Redden, Chief Ranger Mark Hess, Director of Marketing Trish Butler, Director of Business Services Bill Tschirhart, Finance Manager Jennifer Grusenmeyer, IT Manager Tim Clark, Human Resources Manager Antoine Tweedie, Volunteer Services Manager Kevin Kepler, Park Planner Eric Sauer, Project Manager Joseph Zimmerman, Park Project Manager Richard Alder, Program Operations Manager Brent Anslinger, Rental Concessions Supervisor James Carter, Executive Management Assistant Cheronne Wilson, Visitor Paul Lamberger, Visitor Sarah Riley, Visitor Ciomara Martin, and Legal Counsel Robert Curry.

Visitor Recognition: Paul Lamberger, Sarah Riley, Ciomara Martin

Minutes: The BOPC was presented with the minutes of the regular meeting for February 13, 2015. On a motion by Commissioner Pippenger and a second by Commissioner Davis the minutes of the February 13, 2015, regular meeting were approved.

Financial Reports: The BOPC was presented with MetroParks' February 2015 financials and the Approved List of Bills for February 1 - 28, 2015. Finance Manager Jennifer Grusenmeyer gave a brief overview of current revenues and expenses. Following a brief discussion and on a motion by Commissioner Pippenger and second by Commissioner Davis, the BOPC accepted MetroParks' 2015 February financial reports as presented.

Staff Reports

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

Ice Rink End of Season Report: The BOPC was presented with the 2014-2015 season year-end report. Rental Concessions Supervisor James Carter gave a PowerPoint presentation about the rink for the 2014-2015 ice skating seasons. Following a brief discussion, the BOPC thanked Mr. Carter for the information.

Capital Improvement Request- Executive Director Rebecca Benná requested authorization to solicit bids for the in-river improvements of the RiverScape River Run. The project estimate is \$2,550,880. The RiverScape River Run, including the in-river and bank access portions of the project, is funded by \$4M in private donations and local governments. A portion of those funds are being held in MetroParks' project grant fund and the remainder is currently being transferred from the Dayton Foundation to MetroParks' grant fund. Carrie Scarff explained the bid process. Following a discussion and on a motion by Commissioner Davis and seconded by Commissioner Pippenger, the BOPC approved the request as presented.

Professional Services Contracts- Executive Director Rebecca Benná requested approval to increase Recreation Engineering and Planning's contract for the RiverScape River Run project in the amount of \$128,350.00 for bid phase assistance (\$9,460) and construction engineering (\$118,890). This amount was included in the consultant's proposal and is part of the original project budget. The total contract amount for REP will be \$585,869.00. Following the brief discussion and on a motion by Commissioner Pippenger and seconded by Commissioner Davis, the BOPC approved the request as presented.

Executive Director Rebecca Benná requested approval to enter into two contracts for internet services. The first is a 5 year contract with P&R Communications for a one-time installation cost of \$72,752 and an annual service fee of \$44,400. The second is a 5 year contract with Level3 for a one-time installation cost of \$3,692.50 and an annual service fee of \$66,590.64. P&R Communications would provide connectivity for 14 locations and Level3 would provide connectivity for the remaining 3 locations. The two agreements combined will reduce the annual internet services costs by \$9,000. Timothy Clark explained the two separate contracts for internet connectivity. Following a brief discussion and on a motion by Commissioner Pippenger and seconded by Commissioner Davis the BOPC approved the request as presented.

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

- Resolution No 15-012 for the transfer of funds within the general fund. On a motion by Commissioner Davis and seconded by Commissioner Davis the BOPC adopted Resolution No. 15-012.
- Resolution No 15-013 for the transfer of funds between the general fund and capital projects fund. On a motion by Commissioner Davis and seconded by Commissioner Pippenger the BOPC adopted Resolution No. 15-013.
- Resolution No 15-014 revising Resolution No. 15-011 for the appropriation and adjustment of funds within the Capital Projects fund. On a motion by Commissioner Davis and seconded by commissioner Pippenger, the BOPC adopted Resolution No. 15-014.

Grants

Executive Director Rebecca Benná requested approval and adoption of Resolution No 15-015 to establish the budget for the Discover Huffman Prairie Ohio Environmental Fund (OEEF) Grant. Dave Nolin gave a brief overview of the project. Following a brief discussion and on a motion by Commissioner Pippenger and seconded by Commissioner Davis, the BOPC adopted Resolution No. 15-015

Executive Director Rebecca Benná requested approval to enter into a grant agreement with the Ohio Department of Natural Resources for the Germantown Nature Center Renovation Project in the amount of \$102,318. MetroParks' will contribute \$116,560 to the project, which is available in the Capital Project Fund. The total project will be approximately \$218,000. Following a brief discussion and on a motion by Commissioner Pippenger and seconded by Commissioner Davis the BOPC approved the request as presented.

Other Business: Executive Director Benná recognized Volunteer Services for receiving the 3rd place Excellence Award at the February Ohio Parks and Recreation Conference for Volunteer Innovation.

Executive Director Rebecca Benná recognized Director of Conservation Dave Nolin for receiving the Conservationist of the Year Award from Three Valley Trust. The award highlighted Dave's professional and personal accomplishments in conservation.

Executive Director Rebecca Benná recognized Darryl Smith for receiving Top Ten African America Males award from Parity Inc.


Director of Marketing Trish Butler gave an overview of the partnership with the Dayton International Airport to provide a display that highlights our organization's services to departing and inbound passengers. MetroParks was one of three organizations selected to partner with the airport.

Executive Director Rebecca Benná provided an update on the Comprehensive Master Plan process.

Visitor Comments: Sarah Riley and Ciomara Martin introduced themselves and stated they were with the Ohio State University Extension program and wanted to join the meeting to become informed about Five Rivers MetroParks. The commissioners thanked them for attending.

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on April 10, 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 8:45 a.m.



President Irvin G. Bieser Jr.

Attest: 