

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

April 12, 2013

A meeting of the Board of Park Commissioners (BOPC) was held at the Five Rivers MetroParks Main Office, 409 E. Monument Avenue, 3<sup>rd</sup> Floor, Dayton, OH, on April 12, 2013, and convened at 7:33 a.m. on roll call vote by the Board of Park Commissioners.

**Present:** Five Rivers MetroParks Commission President Karen L. Davis, Vice President Irvin G. Bieser, Jr.; Commissioner Alan F. Pippenger, Executive Director Rebecca A. Benná, Deputy Director Carrie Scarff, Director of Finance and Business Robert Johnson, Director of Conservation Dave Nolin, Director of Park Services and Legislative Affairs Karen Hesser, Chief of Rangers Mark Hess, Director of Outdoor Connections Greg Brumitt, Director of Marketing Beth Miller, Business Manager Jennifer Grusenmeyer, Park Planner Lydia Sowles, Project Manager Joe Zimmerman, Urban Program Manager Lorka Muñoz-Daugherty, Development Director for Cox Arboretum MetroPark Rosie Melia, Manager for Cox Arboretum Russ Edgington, Outdoor Connections Business Operations Coordinator Kendra Foote, Rental Concession Supervisor James Carter, visitor Paul Lamberger, Larry Frimerman of Three Valley Conservation Trust and Robert Curry legal counsel.

**Visitor Recognition:** Visitor Paul Lamberger and Larry Frimerman of Three Valley Conservation Trust were introduced.

**Minutes:** The BOPC was presented with the minutes of the regular meeting for March 14, 2013. On motion by Commissioner Bieser and second by Commissioner Pippenger the minutes of the March 14, 2013, regular meeting were approved as presented.

**Financial Reports:** The BOPC was presented with MetroParks' March, 2013 financials and approved list of bills for March 1 – 31, 2013. Director of Finance and Business Bob Johnson gave a brief overview of current revenues and expenses. Following a brief discussion and on motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC accepted MetroParks' March, 2013 financial reports as presented.

**Staff Reports:** The BOPC was presented with the Law Enforcement Activity report for March, 2013. Chief of Rangers Mark Hess gave a brief overview of information contained in the report. Following a brief discussion, the BOPC thanked Mr. Hess for his information.

Outdoor Connections Business Operations Coordinator Kendra Foote gave a presentation highlighting the 2012-2013 RiverScape Ice Skating season. Ms. Foote began by introducing the work group that handles operations at the rink including James Carter and Lorka Muñoz-Daugherty. The presentation covered the goals for the season and how those goals were met. A decrease in attendance was noted, but revenues increased. Staff stated the decrease in attendance may be due to poor weather days during peak skating periods, as well as the improved version of the ice rink has now been in operations for a few years. Staff also stated that revenue increase was related to changes in pricing and the introduction of merchandise sales such as the Parker Penguin plushy. Following a brief discussion the Commissioners commended and thanked Ms. Foote on her well put together presentation.

Director of Conservation Dave Nolin gave a brief presentation on the status of the Wetland Mitigation Bank. Mr. Nolin indicated that Mitigation Bank Credit sales are going well and several sales are completed or pending for most of Phase I of the Mitigation Bank project, which includes wetland, upland and stream credits. Following a brief discussion, the Commissioners thanked Mr. Nolin for the update.

**Cost Recovery Plan and Pricing Policy:** Executive Director Benná requested approval and adoption of the Cost Recover Plan and Pricing Policy distributed for their review at the March 14 Board meeting. On motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC approved the request as presented.

**Operation Supplies:** Executive Director Benná requested approval to award Bid No. 336 to John Deere Landscapes for the purchase of Tree:age chemicals, inoculation ports and pressurized injection units at a total cost of \$26,785, the estimate was \$25,000. This will allow MetroParks to continue to treat most of the 600 Ash trees against the Emerald Ash Borer that had previously been inoculated. Funding is available in the General Fund. Director of Conservation Dave Nolin explained why retreating was required and indicated that after the first treatment in 2011, 95% or more of the trees treated survived. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC approved the request as presented.

**Professional Services Contract:** Executive Director Benná requested authorization to issue a contract modification to Cardno JF New in the amount of \$43,000 to perform environmental monitoring at the Great Miami Wetland Mitigation Bank. This monitoring is required by the permits issued by the US Army Corps of Engineers and the Ohio Environmental Protection Agency that created the bank and allow for the sale of qualified mitigation credits. Funding is available in the Capital Projects and General Funds. On motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC approved the request as presented.

Executive Director Benná requested full Board concurrence on the award of the 2013 RiverScape MetroPark Food Concession RFP to Cheeky Meat Pies. Commissioner Pippenger approved the recommendation from staff on April 1, 2013, per the approval of the Board to work with a Commissioner. Ms. Benná thanked Mr. Pippenger for his additional help during the award process. Mr. Pippenger thanked MetroParks staff for being responsive to his questions. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC approved the request as presented.

**Capital Improvement Requests:** Executive Director Benná requested approval to contract with A.E. Fickert Disaster Kleen-up in the amount of \$15,000 for the replacement of the roof on the Edible Landscape Garden pavilion and shelter roofs at Cox Arboretum MetroPark. Three quotes were received with A. E. Fickert being the lowest acceptable quote. Funding is available in the General Fund. Ms. Benná noted that MetroParks is also seeking funding from the Cox Arboretum Foundation to help cover these expenses. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the Board approved the request as presented. Commissioner Pippenger abstained from discussion and approvals.

Executive Director Benná requested authorization to solicit formal bids for the installation of the Huffman MoMBA Water System. The project consists of developing a potable water distribution system to the newly drilled well and includes the installation of a water line, pressure tank, well pump drinking fountain and a yard hydrant. The estimated cost is \$32,675 and funding is available in the Capital Projects fund. Following a brief discussion and on motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC approved the request as presented.

Executive Director Benná requested authorization to solicit formal bids for the replacement of the skylight system over the vendor areas on the south side of the Second Street Market. The current roof in this area is leaking. The new system proposed will fix the leaks and add energy efficiency that is lacking in the current roof system. The project estimate is \$155,000 and funding is available in the General and Capital Projects funds. Project Manager Joe Zimmerman provided a sample of the material being proposed for installation. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC approved the request as presented.

**Fund Transfer Resolutions and Capital Fund Appropriation Resolution:** Business Manager Jennifer

Grusenmeyer requested approval and adoption of the following resolutions:

- Resolution No. 13-016 for the transfer of funds within the General Fund. On motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC adopted Resolution No. 13-016 as presented.
- Resolution No. 13-017 for the transfer of funds between the General Fund, Capital Projects Fund and the flex spending control account. On motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC adopted Resolution No. 13-017 as presented.
- Resolution No. 13-018, revising Resolution No. 13-015 for appropriation and adjustment of funds within the Capital Projects Fund. On motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC adopted Resolution No. 13-018 as presented.

**Other Business:** Director of Conservation Dave Nolin briefly explained the accomplishments of Larry Frimerman who will be leaving the Three Valley Conservation Trust (TVCT) and presented Mr. Frimerman with Resolution No. 13-019 recognizing his accomplishments and support of Five Rivers MetroParks. The resolution was adopted by the Board on motion by Commissioner Pippenger and seconded by Commissioner Bieser. Mr. Nolin continued by explaining the relationship between MetroParks and TVCT. Everyone congratulated Mr. Frimerman. Mr. Frimerman took this opportunity to say a few words.

Executive Director Benná reminded the Commissioners that she, Greg Brumitt and Brent Anslinger are going to the International Trails Symposium, along with other community representatives next week to solicit the possibility of having the symposium in Dayton in 2016.

Executive Director Benná thanked Director of Marketing Beth Miller and all of the Marketing staff for coordinating the 50<sup>th</sup> Anniversary event held on Wednesday, April 10 at the Schuster Center. Commissioner Pippenger said he had nothing but positive comments.

The Board was reminded of the community build for the Wesleyan MetroPark Play Area Project on May 18 between 8:00 a.m. and 5:00 p.m. at Wesleyan MetroPark.

**Visitor Comments:** Mr. Lamberger commended MetroParks on the 50<sup>th</sup> Anniversary event.

**Next Board Meeting:** The BOPC agreed to hold the next regularly scheduled meeting on May 10, 2013, commencing at 7:30 a.m. at MetroParks' Main Office, 409 E. Monument Avenue, 3<sup>rd</sup> Floor, Dayton, Ohio, with a facility tour to follow. The BOPC also agreed to hold a Planning session on May 22, 2013, commencing at 3:30 p.m. at MetroParks' Main Office, 409 E. Monument Avenue, 3<sup>rd</sup> 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.

**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 Pippenger, the BOPC elected to temporarily adjourn and hold an Executive Session commencing at 9:06 a.m. for the specific purpose of discussing three property matters and one personnel issue. On motion by Commissioner Pippenger and second by Commissioner Bieser the open session reconvened at 9:53 a.m.

**Open Session:** Director of Conservation Dave Nolin requested authorization to purchase a conservation easement on 45.95 acres from Hidden Valley Farms of Carlisle LLC, which is adjacent to Twin Creek MetroPark. The easement will be co-owned by MetroParks with a contribution of \$54,207, the United State of America through a Federal Farm and Ranchland Program Grant of \$80,412 and the Three Valley Conservation Trust, which applied for the grant. The total purchase price is \$134,619. On motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC approved the request.

Director of Conservation Dave Nolin requested authorization to purchase 4 acres from Mary Lee Pregon at Twin Creek MetroPark. The total purchase price is \$20,000. Funding in the amount of

\$15,000 is from a Clean Ohio Grant. MetroParks' share is then \$5,000. On motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC approved the request as presented.

Director of Finance and Business Robert Johnson requested authorization to engage a residential realtor to aid in the sale of property and structure at 1375 E. Siebenthaler Avenue, the former MetroParks Main Office. The BOPC authorized service fees not to exceed \$24,000. On motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC approved the request as presented.

**Adjournment:** By roll call vote, following motion by Commissioner Bieser and second by Commissioner Pippenger, the BOPC adjourned the meeting at 9:56 a.m.

Attest: Rebecca A. Benna

Karen L. Davis  
President Karen L. Davis