

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

April 15, 2011

A meeting of the Board of Park Commissioners (BOPC) was held at Possum Creek MetroParks Park Services Building, Dayton, OH, on April 15, 2011, and convened at 7:09 a.m. on roll call vote by the Board of Park Commissioners.

Present: Five Rivers MetroParks Commission President Alan F. Pippenger, Commission Vice President Karen L. Davis; Commissioner Irvin G. Bieser Jr., Executive Director Rebecca Benná, Director of Finance and Business Robert Johnson, Director of Conservation Dave Nolin, Director of Marketing Beth Miller, Business Manager Jennifer Grusenmeyer, Director of Outdoor Connections Greg Brumitt, Director of Park Services Jackie McArdle, Superintendent of Parks Mark Davis, Lieutenant Ranger Adrian Sargent, Park Manager Paul Williams, Park Manager for Possum Creek MetroPark Jim Martin, Assistant Park Manager for Possum Creek Brian Logan, Conservation Manager Mary Klunk, Conservation Specialist Debbie McKee, Conservation Technician Margie Goodin, Park Planner Lydia Sowles, MetroParks' Project Manager Joe Zimmerman, Network Administrator Tim Clark and visitor Paul Lamberger.

Visitor Recognition: Executive Director Becky Benná introduced visitor Paul Lamberger then asked if everyone would introduce themselves and include their title and where they worked.

Minutes: On motion by Commissioner Davis and second by commissioner Bieser the BOPC Regular Meeting minutes of March 11, 2011, were approved as received and read. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC Work Session minutes of April 8, 2011, approved as received and read.

Financial Reports: The BOPC was presented with MetroParks' March 2011 financials. Director of Finance Robert Johnson briefly highlighted revenues and expenditures. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC accepted MetroParks' March 2011 financial report as presented.

Staff Reports: The BOPC were presented with the Law Enforcement Activity report for March, 2011.

Director of Conservation Dave Nolin introduced Conservation staff attending the meeting including Conservation Manager Mary Klunk, Conservation Specialist Debbie McKee and Conservation Technician Margie Goodin. Mr. Nolin then provided a PowerPoint presentation that gave an update on the Conservation Department activities and initiatives over the last year. Conservation Manager Mary Klunk continued the presentation by highlighting management of invasive species. Mr. Nolin concluded the presentation with what the department is doing

well and what it needs to focus on in the future. Following a discussion the BOPC thanked Mr. Nolin and Ms. Klunk for their presentation and all of their efforts.

Deputy Director Carrie Scarff gave a brief overview of the proposed discontinued use of pedal boats for rent at RiverScape MetroPark and then introduced Outdoor Connections Director Greg Brumitt who continued with a PowerPoint presentation. Mr. Brumitt's presentation included new recreational river-based opportunities at RiverScape that include river floats, kayaking, and fishing. He also provided information, regarding the discontinuation of pedal boats.. Following a discussion the BOPC thanked Mr. Brumitt for the information.

Professional Service Contracts: Executive Director Benná requested authorization to solicit formal bids for the removal of Ash trees from populated boundaries at Taylorsville MetroPark. The bid estimate is \$41,994. Superintendent of Park Services Mark Davis explained this is sample site to determine what future costs would be to accomplish this task district-wide. The Commissioners asked to see an overall cost for all areas that need to be treated in this way. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Executive Director Benná requested authorization to encumber \$24,000 for Acme Electric to provide electrical distribution services for the Celtic Festival, Taste of the Miami Valley and Hispanic Heritage Festival. The amount in 2010 was \$22,000. It was indicated that the increase was to add generators that in the past MetroParks rented separately at a higher cost. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Executive Director Benná requested authorization to encumber \$21,000 for Anderson Security to provide security services at RiverScape and Island MetroParks for 2011 events and programs. The amount in 2010 was \$11,600. It was indicated that the increase includes the addition of overnight security services. The Commissioners inquired about the need for providing security for other entities events, where MetroParks is only the host. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Executive Director Benná requested authorization to encumber \$17,670 for Moody's of Dayton to provide maintenance on fountain motor in well #7 as well as perform testing on all fountain wells. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Executive Director Benná requested authorization to accept change order one to Fountain Specialists Inc. in the amount of \$30,000 to continue the investigating the waterline failures in the west reflecting fountains at RiverScape MetroPark. MetroParks has already engaged Fountain Specialists Inc. to preliminarily investigate this problem at a total cost of \$12,000. MetroParks' Project Manager

Joe Zimmerman briefly described the project to-date and what the change order will cover. Following brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Capital Improvement Requests: Executive Director Benná requested authorization to award bid no. 312 for the Restroom Facilities project rebid to Jess Construction at a total cost of \$266,695. This amount is for the base bid plus add alternate 1B. The estimate was \$312,600. Ms. Benná also requested that a contingency in the amount of \$26,700 be established for this project to cover potential change orders or other unexpected expenses. This is for the construction of three restrooms one each at Taylorsville, Carriage Hill and Possum Creek MetroParks. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented. Commissioner Pippenger abstained from the discussion and approval.

Executive Director Benná requested authorization to reject all nine bids received for the Shepard's Run Reforestation Project at Medlar Conservation Area bid no. 313. Ms. Benná indicated that after staff review of the bidders that there is insufficient time to complete the project and revisions need to be made to the current bid document. Ms. Benná also requested authorization to rebid this project in the fall. The state grant associated with this project doesn't expire until December of 2012. Following a brief discussion and on motion by commissioner Bieser and second by Commissioner Davis the BOPC approved the rejection of all bids received for bid no 313 as presented.

Executive Director Benná requested authorization to accept change order one for Evans Landscaping in the amount of \$67,857.75 to include closure permits for wells and septic systems as well as adding to the existing contract the demolition of structures at the former Hecker property and the old maintenance building at Possum Creek MetroPark. The original bid included these properties, but at the time of the award funding was not available. Additional funding has been identified from other completed projects. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Executive Director Benná requested authorization to award a farming lease to Gilbert Farms as the highest bidder at a total cost paid to MetroParks of \$52,100. Gilbert Farms will be farming 107 acres at the Wetland Mitigation Bank property. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Capital Equipment Requests: Executive Director Benná requested authorization to purchase a compact excavator with a 12" trenching bucket from Bobcat of Dayton at a total cost of \$15,239. This equipment will primarily be used for the Strategic Trail Initiative. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Executive Director Benna requested authorization to purchase three replacement patrol vehicles, specifically 2011 Dodge Chargers, from Gollings Arena Dodge in Dayton, Ohio at a total cost of \$69,777. Last month the BOPC approved this purchase off state bid at a total cost of \$70,047, from Greve Dodge in Van Wert, Ohio. MetroParks is allowed to purchase outside the state bid if the quote is less than the state bid per House Bill 204. This will save MetroParks \$270 and we are able to buy from a local vendor. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Operating Supplies: Business Manager Jennifer Grusenmeyer requested authorization to award bid no. 315 to John Deere Landscapes at a total cost of \$24,510.39 for the chemical Tree:Age and applicators. The bid estimate was \$25,000. Ms. Grusenmeyer reminded the BOPC that MetroParks had received a \$4,000 donation from the Garden Club of Dayton to offset this cost. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

2011 ODNR Division of Watercraft Marine Patrol Assistance Grant: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 11-013 authorizing the Executive Director to enter into an agreement with Ohio Department of Natural Resources (ODNR) Division of Watercraft for the 2011 Marine Patrol Assistance Grant. The grant amount is \$20,279.03 with ODNR providing 75% or \$15,209.27 and MetroParks' matching 25% or \$5,069.76. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-013 as presented.

Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 11-014 establishing the budget for the 2011 ODNR Division of Watercraft Marine Patrol Assistance Grant totaling \$20,279.03. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-014 as presented.

2011 National Recreation and Park Association (NRPA) Grow Your Park Grant: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 11-015 establishing the budget for the NRPA 2011 Grow Your Park Grant. The Grow With Your Neighbors (GWYN) Program Manager Luci Beachdell wrote and submitted a grant application to received \$10,000 to expand community garden outreach to youth ages 5-15 at four community garden sites through Dayton and Trotwood. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-015 as presented.

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

Resolution No. 11-016 to transfer funds between object level two and object level three codes. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-016 as presented..

Resolution No. 11-017 to transfer funds between the general fund and both the state and local grant fund and the capital projects fund. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-017 as presented.

Resolution No. 11-018 revising Resolution No. 11-004 for the appropriation and adjustment of itemized funds in the Capital Projects Fund. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-018 as presented.

Other Business: Director of Finance Robert Johnson informed the Commissioners that MetroParks was audited for FY2010 including a single federal audit and that there were no findings. Mr. Johnson thanked Business Manager Grusenmeyer for her efforts in accomplishing this good audit. Mr. Johnson indicated that normally when there are no findings a post audit isn't requested or needed, but in light of this being the first audit conducted under Executive Director Benná she requested a post audit meeting for her own edification and Mr. Johnson was extending an invitation to the Commissioners. The Commissioners said one member would attend.

Commissioner Pippenger indicated that the Commissioners had received a letter from the Montgomery County Public Defender's office requesting that MetroParks enter into an agreement to provide public defenders to individuals that were arrested by MetroParks law enforcement. The BOPC said they would be forwarding this letter to legal counsel for review.

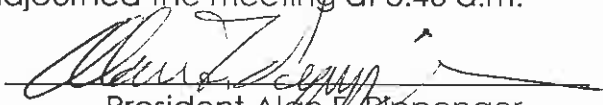
Executive Director Benná noted that MetroParks received a request to draft a letter in support of not issuing a renewal permit for liquor to Club 88 because of problems that the City of Dayton Police, local business, residents and MetroParks law enforcement has had with patrons being disorderly at this establishment.

Visitor Comments: No visitor comments were noted.

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on May 9, 2011, commencing at 3:00 p.m. at Cox Arboretum MetroPark, 6755 Springboro Pike, 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 motion by Commissioner Bieser and second by Commissioner Davis, the BOPC adjourned the meeting at 8:46 a.m.

Attest: Rebecca A. Benna


President Alan V. Pippenger.

