

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

April 24, 2014

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 April 24, 2014, and convened at 3:06 p.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 Park Services and Legislative Affairs Karen Hesser, Director of Conservation David Nolin, Director of Development Beth Redden, Chief of Rangers Mark Hess, Director of Marketing Trish Butler, Park Planning Manager Eric Sauer, Business Manager Jennifer Grusenmeyer, Lieutenant Ranger Mark Arendt, Project Manager Joe Zimmerman, Program Operations Manager Brent Anslinger, OC Business Operations Manager Lorca Muñoz-Daugherty, OC Business Operations Coordinator Kendra Foote, Rental Concession Supervisor James Carter, Production Coordinator Sidney Gnann, Community Events Specialist Philip Titlebaum, visitors Cindie Sullivan, Jessica Pettit and Jamie and Robert Curry legal counsel.

Visitor Recognition: Visitors Cindie Sullivan, Jessica Pettit and Jamie were recognized. Park Planning Manager Eric Sauer was introduced by Deputy Director Carrie Scarff, Program Operations Manager Brent Anslinger introduced Production Coordinator Sidney Gnann and Community Events Specialist Philip Titlebaum.

Minutes: The BOPC was presented with the minutes of the regular meeting for March 27, 2014. On a motion by Commissioner Pippenger and second by Commissioner Davis the minutes of the March 27, 2014, regular meeting were approved.

Financial Reports: The BOPC was presented with MetroParks' March, 2014 financials and the Approved List of bills for March 1 – 31, 2014. Business Manager Jennifer Grusenmeyer highlighted revenues and expenses. Following a brief discussion and on a motion by Commissioner Pippenger and second by Commissioner Davis, the BOPC accepted MetroParks' March, 2014 financial reports as presented.

Staff Reports:

Law Enforcement Activity: The BOPC was presented with the Law Enforcement Activity report for March, 2014. 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.

RiverScape MetroPark Programming Update: Program Operations Manager Brent Anslinger began by introducing the program staff that works at RiverScape MetroPark including: Outdoor Connections (OC) Business Operations Manager Lorca Muñoz-Daugherty, OC Business Operations Coordinator Kendra Foote, Rental Concession

Supervisor James Carter, Production Coordinator Sydney Gnann and Community Events Specialist Philip Titlebaum. Mr. Anslinger continued with a PowerPoint presentation that showed what the original focus of RiverScape programming was and what it is transitioning to now. Ms. Muñoz-Daugherty continued the presentation highlighting new and existing programs and businesses such as the Silver Fern Café and Ride-the-River Rentals including proposed changes to product pricing. Ms. Muñoz-Daugherty went on to say that a strategic plan for RiverScape MetroPark is being developed with the help of Fred Bartenstein and Associates.

Following a brief discussion the Commissioners thanked Mr. Anslinger and Ms. Muñoz-Daugherty for the information.

Strategic Plan 2014 Initiatives Update: Executive Director Benná gave an update on the 2014 Strategic Plan Initiatives. Ms. Benná explained that the initiatives may change, but the goals and objectives will stay the same throughout the five year plan. Ms. Benná highlighted in detail the 13 organizational initiatives that began in 2014 and who would be responsible for working with staff to accomplish the specific initiative. One of the initiatives will involve MetroParks achieving accreditation through the Council on Accreditation for Park and Recreation Agencies (CAPRA) in October, 2016.

10-Year Master Plan Components Overview: Executive Director Benná presented an overview of components in the 10-Year Master Plan. The components include: Market Analysis, Community Engagement, Public Access, Organizational Analysis, Level of Service Analysis, Maintenance Management, Natural Resources Management, Cultural Resources Management, Recreation and Interpretation Programming, Land Use Plan, Capital Improvement Plan and Financial Resources and Action Strategies to address the components in the Master Plan. Ms. Benná indicated that some resource documents already exist with some needing updated.

Following the presentations the Commissioners thanked Ms. Benná for the information and looked forward to hearing more updates and seeing the finished products.

Wage Study: Director of Human Resources Debra Jackson briefly reported on a wage and compensation study MetroParks will be conducting. MetroParks sent out an RFP for a consultant to perform the wage study and three firms responded. This study is needed to ensure that MetroParks is competitive in attracting and retaining a high quality workforce. After a brief discussion the Commissioners thanked Ms. Jackson for the information.

Land Issues:

Warranty Deed Transfer: Executive Director Benná requested authorization to transfer a Warranty Deed for Parcel 24 E from the North Great Miami Recreation Trail project to the Miami County Park District in accordance with the terms of the Great Miami River Corridor Bikeway Project Agreement. This property is located north of Tipp City and was part of the construction that occurred in 2008. On a motion by Commissioner Pippenger and second by Commissioner Davis the BOPC approved the request as presented.

Medlar Bikeway Easement: Director of Conservation David Nolin requested

authorization to sign and record an easement for the Medlar Bikeway in favor of the Montgomery County Transportation Improvement District (TID). The easement acreage is 15.8762 acres. In 2013, MetroParks entered into an agreement with Montgomery County TID to sell an easement for the rights to construct and maintain a bikeway through Medlar Conservation Area in the amount of \$114,000, which was the amount determined to cover maintenance and patrol of the bikeway for the remainder of MetroParks' current levy. MetroParks received the funding in 2013. Following a brief discussion and on a motion by Commissioner Pippenger and second by Commissioner Davis the BOPC approved the request as presented.

Capital Improvement Request: Executive Director Becky Benná requested authorization to award Bid No. 340 to Butler Asphalt for the MOT Wolf Creek Bikeway Restoration Project PID93246 in the amount of \$283,806.75. This is partially funded by an ODOT grant, which will pay \$226,028 with the local match being split 70/30 between MetroParks and the City of Brookville in the amounts of \$40,445.13 and \$17,333.62 respectively. Project Manager Joe Zimmerman highlighted the timeline for completion of the repairs to the 6.5 mile section of bikeway. Following brief discussion and on a motion by Commissioner Davis and second by Commissioner Pippenger the BOPC awarded the bid as presented.

Budget Adjustment Resolutions: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 14-011 authorizing the transfer of funds within the general fund. Funds are being transferred into appropriate codes to align with actual expenses. On a motion by Commissioner Davis and seconded by Commissioner Pippenger the BOPC adopted Resolution No. 14-011 as presented.

Business Manager requested approval and adoption of Resolution No. 14-012 revising Resolution No. 14-008 for the appropriation and adjustment of funds within the capital projects fund. On motion by Commissioner Pippenger and second by Commissioner Davis the BOPC adopted Resolution No. 14-012 as presented.

ODNR Division of Watercraft Marine Patrol Assistance Grant Resolutions: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 14-013 authorizing the Executive Director to enter into an agreement with ODNR, Division of Watercraft for funding of the 2014 Marine Patrol Assistance Program Grant. The total grant budget is \$23,467.72 and the state agrees to pay \$17,599.91 and MetroParks agrees to pay \$5,867.81. On a motion by Commissioner Pippenger and second by Commissioner Davis the BOPC adopted Resolution No. 14-013 as presented.

Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 14-014 establishing the budget for the ODNR Division of Watercraft 2014 Marine Patrol Assistance Program Grant. On a motion by Commissioner Davis and second by Commissioner Pippenger the BOPC adopted Resolution No. 14-014 as presented.

Other Business: Executive Director Benná noted that May is National Bike month and MetroParks is celebrating by having a Bike-To-Work day on May 16. A pancake breakfast will be served at RiverScape MetroPark for the morning of the event.

Visitor Comments: No visitor comments.

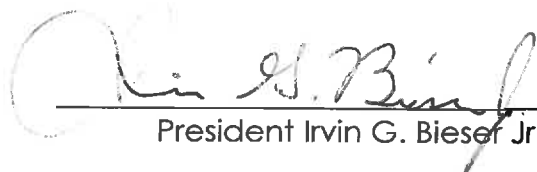
Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on May 9, 2014, commencing at 7:30 a.m. at MetroParks' Main Office, 409 E. Monument Avenue, 3rd Floor, Dayton, Ohio. The BOPC directed the Secretary of the Board to give notice of this meeting and all subsequent meetings pursuant to the rule adopted by the BOPC.

Executive Session: In accordance with the open meetings law Section 121.22 of the Ohio Revised Code, by roll call vote following a motion by Commissioner Davis and second by Commissioner Pippenger, the BOPC elected to temporarily adjourn and hold an Executive Session commencing at 4:42 p.m. for the specific purpose of discussing one personnel item and one land matter. On a motion by Commissioner Bieser and second by Commissioner Pippenger the open session reconvened at 4:59 p.m.

Open Session: Director of Conservation David Nolin requested the following in relation to three Clean Ohio Green Space Conservation Grants:

- Authorization to purchase 13.51 acres from the Gideon Family at a total cost of \$83,000 for the Twin Creek Wetland and Woods Preservation Grant CDGAH. MetroParks' share is \$20,750. On a motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request.
- Authorization to purchase 8.45 acres from the Young Family at a total cost of \$45,650 for the Possum Creek MetroPark Prairie Addition Grant CDGAI. MetroParks' share is \$11,412. On a motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request.
- Authorization to purchase 20.332 acres from Shilohbrook LLC at a total cost of \$500,000 for the Shiloh Woods Headwater Stream Protection Grant CDGAJ. MetroParks' share is \$72,500. On a motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request.

Adjournment: By roll call vote, following a motion by Commissioner Bieser and seconded by Commissioner Pippenger, the BOPC adjourned the meeting at 5:05 p.m.



President Irvin G. Bieser Jr.

Attest: 