

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

July 8, 2011

A meeting of the Board of Park Commissioners (BOPC) was held at Taylorsville MetroPark, 8300 Brown School Road, Vandalia, OH, on July 8, 2011, and convened at 7:04 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 A. Benná, Deputy Director Carrie Scarff, Director of Finance and Business Robert Johnson, Director of Conservation Dave Nolin, Director of Outdoor Connections Greg Brumitt, Business Manager Jennifer Grusenmeyer, Conservation Manager Mary Klunk, Ranger Interim Chief Ranger Mark Arendt, IT Manager Corey Stone, IT Network Administrator Tim Clark, Project Manager Joe Zimmerman, Adventure Central JET Teens Mariah Manson and Desirae Scott and public visitor Paul Lamberger.

Visitor Recognition: Executive Director Benná welcomed Paul Lamberger and two Adventure Central JET Teens who introduce themselves. Mariah Manson and Desirae Scott briefly told a little about themselves and the JET program at Adventure Central.

Minutes: The BOPC was presented with the minutes of the regular meeting held June 10, 2011, for review and comment. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the June 10, 2011 meeting minutes as presented.

Financial Reports: The BOPC was presented with MetroParks' June 2011 financials and approved bills. Director of Finance and Business Robert Johnson gave a brief overview of the financials. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC accepted MetroParks' June 2011 financial reports as presented.

Staff Reports: The BOPC were presented with the Law Enforcement Activity report for June 2011. Executive Director Benná took this opportunity to commend Interim Chief Ranger Mark Arendt and his Law Enforcement staff and Park Services staff that worked during the City Folk Festival for their outstanding efforts at the event. Ms. Benná indicated that she worked part of the festival and was impressed by the level of support our staff gave the City of Dayton event.

Professional Service Contract: Executive Director Benná requested authorization to encumber funds with KE Rose for the removal of old equipment and install new equipment into three law enforcement vehicles at a total cost of \$15,612.21. Lt. Adrian Sargent explained the items being purchased and installed. Commissioner Davis asked how many law enforcement vehicles would need to be replaced in the future. Lt. Sargent explained it depended on age, mileage and how costly repairs and maintenance are for a vehicle. 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 contract and encumber funds for Cardno JF New to provide construction observation during the construction of the Wetland Mitigation Bank Phase I project at a total cost not to exceed \$59,000.00. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Executive Director Benná requested authorization to solicit formal bids for invasive plant control services and materials. The bid estimate is \$89,640.00. This would cover approximately 417 acres at Twin Creek & Germantown MetroParks and Medlar, Shoup Mill and River Ridge Conservation Areas. Approximately \$19,180.00 will be funded with Clean Ohio Grant funds. The 2010 approved amount was \$62,488.35. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Capital IT Upgrades: Executive Director Benná requested authorization to purchase, through the State Cooperative Purchasing Program, Microsoft Lync software and phone equipment for MetroParks' phone system, which is scheduled for replacement. The current phone system is approximately 10-years old and has experienced major operational issues that are negatively impacting external and internal customer service, such as lost calls and poor sound quality. This request also includes an upgrade to Microsoft exchange from 2007 to 2010, which is required by Lync to provide voicemails, contact cards and other features to enhance overall usability. The project cost is not to exceed \$139,022.94. The software will be purchased from Dell in the amount of \$67,032.94. The hardware will be purchased from MNJ Technologies in the amount of \$33,775. The installation will be completed by Kizan in the amount of \$28,480. The phone lines will be provided through Sotel Systems \$9,735. Following a 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 purchase Windows Server 2008, associated equipment and Data Protection Manager Software from MNJ Technologies at a cost not to exceed \$14,041.48 and Dell at a cost not to exceed \$20,490.37 for a total project cost of \$34,531.85. This request will provide upgrades to current Windows Server environment, double the size of existing data storage, upgrade data protection manager to provide more secure, stable and robust network backups and provide compatibility with Microsoft Lync. In addition, MetroParks is currently operating on Windows Server 2003, which Microsoft will not support after its next Server product release in 2013. Following a discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Capital Improvements Requests: Executive Director Benná requested authorization to encumber funds for Miles Ahead Technology to provide and install an alarms system at the Leo Street building and replace and upgrade the alarm system at the PNC 2nd Street Market at a total cost of \$37,657.70. 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 approval to grant Dayton Power & Light Co a permanent easement to install power to the Cox Arboretum MetroPark Tree Tower. The easement would cover 0.0231 acres. Following a 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 award bid no 316 for the construction of the Hills and Dales MetroPark Tower Retaining Wall to Outdoor Enterprise at a total cost of \$87,400. The bid estimate was \$88,335 with 10% included for contingency for a total project cost of \$96,140. 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 comment and approval.

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

- Resolution No 11-027 for the transfer of funds within the general fund. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-027 as presented.
- Resolution No. 11-028 for the transfer of funds between the general fund and the capital projects fund. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-028 as presented.
- Resolution No. 11-029 revising Resolution No. 11-026 for the adjustment or appropriation of funds within the capital projects fund. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-029 as presented.

Other Business:

Visitor Comments: Visitor Paul Lamberger commented on the City Folk Festival and that he and his wife volunteer as well as attend the event. He wanted to thank the Board and MetroParks staff for taking on this event at RiverScape MetroPark.

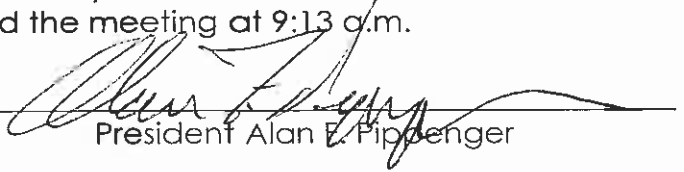
Next Board Meeting: The BOPC agreed to hold a work session meeting on August 1, 2011, commencing at 3:00 p.m. at Cox Arboretum MetroPark, 6733 Springboro Pike, Dayton, Ohio. The BOPC agreed to hold the next regularly scheduled meeting on August 12, 2011, commencing at 3:00 p.m. at Hills and Dales MetroPark Paw Paw Shelter, 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 Davis, the BOPC elected to temporarily adjourn and hold an

Executive Session commencing at 7:59 a.m. for the specific purpose of discussing one property matter. On motion by Commissioner Davis and second by Commissioner Bieser the open session reconvened at 9:12 a.m.

Property Matter: Executive Director Benná requested authorization to enter into a five-year lease agreement with Dayton Office Properties LLC, with an option to extend for two additional five year periods. The cost per square foot is not to exceed \$10 and the total space is 27,000 square feet. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Adjournment: By roll call vote, following motion by Commissioner Bieser and second by Commissioner Davis, the BOPC adjourned the meeting at 9:13 a.m.


President Alan E. Pippenger

Attest: Rebecca A. Benná