

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

July 10, 2012

A meeting of the Board of Park Commissioners (BOPC) was held at Five Rivers MetroParks, Main Office, 409 E. Monument Avenue, 3rd Floor, Dayton, OH, on July 10, 2012, and convened at 3:00 p.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 Human Resources Debra Jackson, Chief of Rangers Mark Hess, Director of Parks & Legislative Services Karen Hesser, Director of Marketing Beth Miller, Director of Outdoor Connections Greg Brumitt, Business Manager Jennifer Grusenmeyer, Ranger Lieutenant Adrian Sargent, Project Manager Joe Zimmerman, IT Network Administrator Tim Clark, Conservation and Nature Program Manager Katrina Arnold and Education Assistant Lauren Stayer.

Visitor Recognition: Executive Director Benná explained staff new to the board meeting would be introduced later in the agenda.

Minutes: The BOPC was presented with the minutes of the regular meeting for June 8, 2012. On motion by Commissioner Bieser and second by Commissioner Pippenger the minutes were approved as presented.

Financial Reports: The BOPC was presented with MetroParks' June, 2012 financials and approved list of bills for June 1 – 30, 2012. 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 Bieser and second by Commissioner Pippenger the BOPC accepted MetroParks' June, 2012 financial reports as presented.

Staff Reports: The BOPC were presented with the Law Enforcement Activity report for June, 2012. Ranger Lieutenant Adrian Sargent gave a brief over of information contained on the report.

The BOPC were also presented with the first quarter Activity Report and Director of Marketing Beth Miller answered questions regarding the report.

Following a brief discussion the BOPC thanked both Mr. Sargent and Ms. Miller for their information.

Personnel: Executive Director Benná introduced and welcomed the new Chief Ranger Mark Hess.

Executive Director Benná requested approval to accept the newly negotiated American Federation of State, County and Municipal Employees (AFSCME) Collective Bargaining Agreement covering the period April 21, 2012 to April 21, 2015. This agreement has been ratified by the MetroParks collective bargaining unit membership represented by AFSCME. Ms. Benná acknowledged Director of Human Resources and Director of Finance and Business Robert Johnson and MetroParks' Union leadership for their negotiating efforts. Director of Human Resources highlighted some of the changes in the contract. Following a brief discussion and on motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC approved the request as presented.

Professional Services Contract: Executive Director Benná requested authorization to renew a one-year contract for two MetroParks sites and a three-year contract with DONet, Inc. for Internet and connectivity services for 17 MetroParks sites at a total cost of \$121,847.16 for the

first year and \$112,247.16 for the remaining two years. These contracts result in annual cost savings of \$38,475.84 in the first year and \$46,075.84 in the remaining two years. The savings are a result of the consolidation of facilities and utilization of new technology. IT Network Administrator Tim Clark briefly explained the details of the changes that created the savings. 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 authorization to enter into a contract with Outdoor Enterprise for the construction of a walking path to and around the Observation Tower at Cox Arboretum MetroPark at a total cost of \$22,960. The contract also includes restoration of the temporary construction road back to lawn and installation of a hose bibb. Ms. Benná indicated that additional funding for this work is anticipated to be provided by the James M. Cox Jr. Arboretum Foundation. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC approved the request as presented.

Grant Budget Resolution: Executive Director Benná presented for approval and adoption Resolution No. 12-029 to establish a grant budget for the Ohio EPA-OEEF grant award for the "Inquiry Adventures" project. The total grant amount is \$5,782.70. MetroParks' total in-kind match is \$3,055.70 and is available in the General Fund.

Conservation and Nature Program Manager Katrina Arnold and Education Assistant Lauren Stayer introduced themselves and gave a brief presentation on what the Inquiry Adventures grant program involves and how it works. Ms. Stayer made available for inspection one of the adventure kits used in the program.

Following a brief discussion and on motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC adopted Resolution No. 12-029 as presented. The Commissioners thanked Ms. Arnold and Ms. Stayer for their presentation.

Capital Project Fund Resolution: Business Manager Jennifer Grusenmeyer requested adoption and approval of the following resolutions:

- Resolution No. 12-030 for the transfer of funds within the general fund. On motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC adopted Resolution No. 12-030 as presented.
- Resolution No. 12-031 for the transfer of funds between the general fund and other funds. On motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC adopted Resolution No. 12-031 as presented.

Other Business: No other business was brought before the BOPC at this time.

Visitor Comments: No visitor comments.

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on August 21, 2012, commencing at 7:30 a.m. at MetroParks' Headquarters facility, 409 E. Monument Avenue, 3rd Floor, Dayton Ohio with a work session following the regular meeting. 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.

Adjournment: By roll call vote, following motion by Commissioner Bieser and second by Commissioner Pippenger, the BOPC adjourned the meeting at 3:43 p.m.

Attest: Rebecca A. Benná

Karen L. Davis
President Karen L. Davis