

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

July 11, 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 July 11, 2014, and convened at 8:03 a.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 Parks and Legislative Services, Director of Development Beth Redden, Chief Ranger Mark Hess, Business Manager Jennifer Grusenmeyer, IT Manager Tim Clark, Marketing Manager Kristen Wicker, Volunteer Services Manager Kevin Kepler and Volunteer Coordinators Emmy Fabich, Janet Metter and Candi Holloway.

Visitor Recognition: There were no visitors.

Minutes: The BOPC was presented with the minutes of the regular meeting for June 13, 2014. On a motion by Commissioner Pippenger and second by Commissioner Davis the minutes of the June 13, 2014, regular meeting were approved.

Financial Reports: The BOPC was presented with MetroParks' June, 2014 financials and the Approved List of bills for June 1 – 30, 2014. Business Manager Jennifer Grusenmeyer highlighted revenues and expenses. Following a brief discussion and on a motion by Commissioner Davis and second by Commissioner Pippenger, the BOPC accepted MetroParks' June, 2014 financial reports as presented.

Staff Reports:

Law Enforcement Activity: The BOPC was presented with the Law Enforcement Activity report for June, 2014. Chief Ranger Mark Hess gave a brief overview of information contained in the report. Following a brief discussion, the BOPC thanked Mr. Hess for his information.

Volunteer Services Update: Volunteer Services Manager Kevin Kepler introduced Volunteer Coordinators Emmy Fabich, Janet Metter and Candi Holloway. Mr. Kepler began the PowerPoint presentation with a list of the action items Volunteer Services uses to make sure the program is operating smoothly. The presentation also included the mission and vision statements and the statement of purpose for Volunteer Services. Volunteer Services reorganized to match volunteer support by subject matter & facilities and not just facility based. Standard policies and procedures were developed to make sure everyone was operating under the same guidelines. Mr. Kepler indicated that they would be implementing volunteer liaison staff training that will help non-volunteer department staff who work with a small group of volunteers to know what is expected of them and the volunteers. Each one of the volunteer

coordinators briefly related their individual observations about their roles with the volunteer groups.

Following a discussion the BOPC thanked Mr. Kepler and staff for the information.

Budget Planning Update: Executive Director Benná noted that she attended the Montgomery County Auditor's meeting regarding the property tax reductions and would send them the handouts she received during the presentation. Ms. Benná continued by showing the 2015 Budget Timeline and explained some of the elements. During the discussion Ms. Benná noted that due to reduction in property values, MetroParks property tax income would be permanently reduced by approximately \$627,000 beginning January 2015.

Ms. Benná presented a yearly comparison of income/expenses from 2010-2014. It was discussed how MetroParks has handled previous reductions and how we will handle the current reduction by concentrating on efficiencies, cost reductions and finding alternative funding sources. Following further discussions the Commissioners thanked Ms. Benná for the information.

Procurement Card Program: Business Manager Jennifer Grusenmeyer reported that MetroParks sent out a Request for Proposals (RFP) for Procurement Card Program services and received responses from five banking institutions. Following staff review and recommendations MetroParks chose Fifth Third Bank as the new Procurement Card Program service provided. MetroParks has been using procurement cards successfully for about ten years with National City and PNC being the service provider. Following a brief discussion the Commissioners thanked Ms. Grusenmeyer for the information.

Transfer Resolutions: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 14-020 for the transfer of funds within the General Fund. On a motion by Commissioner Pippenger and second by Commissioner Davis the BOPC adopted Resolution No. 14-020 as presented.

Other Business: Executive Director Benná informed the Commissioners that Amy Dingle was promoted to Director of Outdoor Connections.

Ms. Benná noted that the Director of Business Services position has been posted.

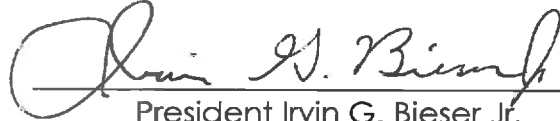
Visitor Comments: No visitor comments.

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on August 8, 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 Pippenger and second by Commissioner Davis, the BOPC elected to temporarily adjourn and hold

an Executive Session commencing at 9:30 a.m. for the specific purpose of discussing one property item. On a motion by Commissioner Bieser and second by Commissioner Davis the open session reconvened at 9:43 a.m.

Adjournment: By roll call vote, following a motion by Commissioner Bieser and seconded by Commissioner Pippenger, the BOPC adjourned the meeting at 9:44 a.m.



President Irvin G. Bieser Jr.

Attest: 