

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

August 21, 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 August 21, 2012, and convened at 7:30 a.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, Director of Conservation David Nolin, 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, IT Network Administrator Tim Clark, Park Manager for Carriage Hill Greg Nash, Adventure Central Director Nate Arnett, Development Director Rosie Melia, Marketing Research Manager Amy Forsthoefel, Outdoor Coordinator Dan Sahli, Outdoor Connections Administrative Assistant Kelly Kingery and legal counsel Bob Curry.

Visitor Recognition: Executive Director Benná introduced Leon Younger from PROS Consulting.

Minutes: The BOPC was presented with the minutes of the regular meeting for July 10, 2012. On motion by Commissioner Bieser and second by Commissioner Pippenger the minutes were approved as presented. The BOPC was also presented with the minutes from the work session for July 10, 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' July 2012 financials and approved list of bills for July 1 – 31, 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 Pippenger and second by Commissioner Bieser the BOPC accepted MetroParks' July, 2012 financial reports as presented.

Staff Reports: The BOPC were presented with the Law Enforcement Activity report for July, 2012. Chief of Rangers Mark Hess gave a brief over of information contained on the report.

Director of Marketing Beth Miller briefly reported that MetroParks was beginning the task of going through records and seeking assistance from the Wright State University Archivists to help compile information that will be used to celebrate MetroParks 50th anniversary. Ms. Miller indicated that staff, volunteers and the community will be asked to help with stories they may have about MetroParks over the 50 years. Development Director Rosie Melia also explained that the same information is being collected for Cox Arboretum's 50th Anniversary.

The BOPC were also presented with the second quarter Activity Report and Marketing Research Manager Amy Forsthoefel briefly highlighted areas of the report and answered questions.

Following a brief discussion the BOPC thanked everyone for their information.

Surplus Property: Executive Director Benná requested authorization to declare a draft horse used at Carriage Hill MetroPark Farm as surplus property. Due to the animal's age and other health issues he is not able to be used for the farming operation and programs. This is supported by a recommendation letter from a licensed veterinarian. MetroParks has found an area location for the animal to live out the remainder of its life. 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 enter into an agreement with Notre Dame AmeriCorps – Dayton for 2012-2013, which includes five AmeriCorps members at a total amount not to exceed \$42,500. The MetroParks' facilities these AmeriCorps members would be assigned include three at Adventure Central and two in the Outdoor Connections for Green Schoolyards/Green Community Outreach. The previous contract amount was \$40,000. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Pippenger, the BOPC approved the request as presented.

Executive Director Benná requested authorization to enter into an agreement with PROS Consulting LLC for consultant services to work with staff in developing a Cost Recovery Plan and Pricing Strategy and Policy at a total amount not to exceed \$18,000. 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. 12-032 to establish a grant budget for the 2012 Montgomery County Solid Waste Incentive grant award for a mobile recycling center. The total grant amount is \$10,700. MetroParks' total in-kind match is \$3,210 and is available in the General Fund. Outdoor Connections Administrative Coordinator Kelly Kingery and Outdoor Coordinator Dan Sahli gave a brief PowerPoint presentation on the details of the grant and how the mobile recycling center was developed and would be used. Following a brief discussion and on motion by Commissioner Pippenger and second by Commissioner Bieser, the BOPC adopted Resolution No. 12-032 as presented.

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

- Resolution No. 12-033 for the transfer of funds within the general fund. On motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC adopted Resolution No. 12-033 as presented.
- Resolution No. 12-034 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. 12-034 as presented.
- Resolution No. 12-035 revising Resolution No. 12-028 for the adjustment and appropriation of projects within the Capital Projects Fund. On motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC adopted Resolution No. 12-035 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 September 14, 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 8:26 a.m.

Attest:  _____



President Karen L. Davis