

**Minutes of Regular Meeting
Board of Park Commissioners
Five Rivers MetroParks**

September 11, 2015

President Irv Bieser called to order the Board of Park Commissioners Board meeting on September 11, 2015 at 7:31 a.m.

Present: Five Rivers MetroParks Commission President Irvin G. Bieser, Jr., Vice President Alan F. Pippenger, Executive Director Rebecca A. Benná, Deputy Director Carrie Scarff, Acting Director of Conservation Mike Enright, Director of Human Resources Debra Jackson, Director of Business Services Bill Tschirhart, Lieutenant Ranger Adrian Sargent, Director of Park Services and Legislative Affairs Karen Hesser, Director of Outdoor Connections Amy Dingle, Director of Marketing Trish Butler, Director of Development Beth Redden, Finance Manager Jennifer Grusenmeyer, IT Manager Tim Clark, Volunteer Services Manager Kevin Kepler, Program Manager Brent Anslinger, Special Events Coordinator Lucy Sanchez and Legal Counsel Robert Curry.

Visitor Recognition: Executive Director Benná welcomed Paul Lamberger.

Minutes: On a motion by Commissioner Pippenger, the BOPC approved the minutes of the August 14, 2015, regular meeting.

Financial Reports: Director of Business Services Bill Tschirhart presented the BOPC with MetroParks' August, 2015 financials and the approved List of Bills for August 1-31, 2015. On a motion by Commissioner Pippenger, the BOPC approved the August 2015 financials as presented. The approved list of bills were noted.

Staff Reports:

Law Enforcement Activity: Lieutenant Ranger Adrian Sargent presented the BOPC the law activity report for August 2015.

Master Plan Update: Executive Director Benná gave a brief status report on the master plan. Ms. Benná indicated the statistically valid surveys and public input process of the plan is nearly complete. She also noted that Leon Younger would be at the October Board meeting to provide the results of the public input process.

Volunteer Program Update and Recognition Event: Volunteer Services Manager Kevin Kepler gave a brief overview of the volunteer recognition event to be held on September 17. Mr. Kepler provided details of activities at the event including meals from several food trucks, trivia, mocktail hour, staff servers and a stainless steel tumbler with homemade buckeyes. He also noted that the individual locations have recognition events for their own groups.

Mr. Kepler continued with details about the overall volunteer services program. He informed the board that 360 new volunteers were added in 2015. He noted that all volunteer positions have job descriptions. Lastly, Mr. Kepler noted that a volunteer development policy and volunteer evaluation process was established. This is also a

requirement for agency accreditation. Following a brief discussion the Commissioners thanked Mr. Kepler for the information.

Midwest Outdoor Experience (MOX) Preview: Program Manager Brent Anslinger provided a PowerPoint presentation regarding the history of the MOX event, which began as GearFest. Special Events Coordinator Lucy Sanchez continued by highlighting sponsors and provided a map of the upcoming event activities. Ms. Sanchez also highlighted some of the presenters, competitions and event sponsors. The event will be held October 3 & 4 at Eastwood MetroPark. The Commissioners thanked Mr. Anslinger and Ms. Sanchez for the information.

2015-2016 Amounts & Rates- Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No 15-031 establishing the amounts and rates for property tax income. Following a brief discussion and on a motion by Commissioner Pippenger, the BOPC adopted Resolution No 15-031 as presented.

River Run Debris Removal Fund: Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No 15-032 establishing the River Run Debris Removal Fund 778/215 to manage income and expenses related directly to the removal of debris at the River Run per the Second Amendment of the RiverScape Intergovernmental Agreement. Deputy Director Scarff explained the terms of the agreement. Following a brief discussion and on motion by Commissioner Bieser, the BOPC adopted Resolution No 15-032 as presented.

Grant Budget Resolutions

Wolf Creek Rec Trail Grant Budget Adjustment: Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No 15-033, revising Resolution No 13-043 for the budget adjustment of the Upper Wolf Creek Bikeway Grant PID93246. This adjustment is needed to refund the loan we made to the grant fund in 2014. On motion by Commissioner Pippenger the BOPC adopted Resolution No 15-033 as presented.

Germantown MetroParks Conservation Easement Grant Budget: Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No 15-034 establishing the budget for the CDIAC – Germantown MetroPark Conservation Easement grant. Acting Director of Conservation Mike Enright provided a map of the area to be conserved. Following a brief discussion and on motion by Commissioner Pippenger the BOPC adopted Resolution No 15-034 as presented.

National Environmental Education Foundation (NEEF) Grant Budget: Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No 15-035 establishing the budget for the Friends of Carriage Hill NEEF Grant. The grant amount is \$5,000. Following a brief discussion and on a motion by Commissioner Pippenger the BOPC adopted Resolution No 15-035 as presented.

Budget Adjustment Resolution

Federal Equitable Sharing Fund 778/805: Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No 15-036, revising the budget

established on Resolution No 14-042 for the Federal Equitable Sharing Fund 778/805. This will allow MetroParks refund an interfund loan to this fund. On a motion by Commissioner Bieser, the BOPC adopted Resolution No. 15-036 as presented.

Transfer Resolution: Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No 15-037 for the transfer of funds within the general fund. On a motion by Commissioner Pippenger the BOPC adopted Resolution No 15-037 as presented.

Capital Fund Adjustments/Appropriations: Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No 15-038, revising Resolution No 15-025 for the appropriation or adjustment of funds within the capital fund 778/405. On a motion by Commissioner Bieser the BOPC adopted Resolution No 15-038 as presented.

Other Business: Executive Director Benná informed the Commissioners that she would be attending the National Recreation and Parks Association (NRPA) annual conference in Los Vegas, Nevada beginning September 21.

Visitor Comments: None.

Next Board Meeting - The BOPC agreed to hold the next regularly scheduled meeting on October 9, 2015, commencing at 7:30 a.m. at MetroParks' Main Office, 409 E. Monument Avenue, 3rd Floor, Dayton, Ohio with a tour of facilities immediately following the business meeting. 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.

Two work session meetings were proposed, but the Commissioners would discuss when all members were in attendance.

Adjourn to Executive Session: On motion by Commissioner Pippenger roll call vote the BOPC voted to adjourn to Executive Session commencing at 8:43 a.m. for the purpose of discussing one legal matter. The open session reconvened at 9:00 a.m. with no further BOPC public business conducted.

Adjournment: Following a motion by Commissioner Pippenger, the BOPC adjourned the meeting at 9:00 a.m.

Attest: Rebecca A. Benná

Approved:
Irvin G. Bieser Jr.
President Irvin G. Bieser Jr.