

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

September 17, 2013

A meeting of the Board of Park Commissioners (BOPC) was held at the Five Rivers MetroParks Main Office, 409 E. Monument Avenue, 3rd Floor, Dayton, OH, on September 17, 2013, and convened at 3:05 p.m. on a 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 Human Resources Debra Jackson, Director of Finance and Business Robert Johnson, Chief Ranger Mark Hess, Director of Park Services and Legislative Affairs Karen Hesser, Director of Conservation David Nolin, Director of Marketing Trish Butler, Business Manager Jennifer Grusenmeyer, Amy Dingle Outdoor Recreation Program Manager, Bethany Ramsey 2nd Street Market Facility Coordinator, visitors Paul Lamberger and Aaron Joseph, Mike Cross from the City of Dayton Airport, Jeff Bonecutter of Passero Associates consultant for the City of Dayton Airport and Robert Curry legal counsel.

Visitor Recognition: Business Manager Jennifer Grusenmeyer introduced visitors Paul Lamberger and Aaron Joseph, Mike Cross of the City of Dayton Airport and Jeff Bonecutter of Passero Associates consultant for City of Dayton Airport.

Minutes: The BOPC was presented with the minutes of the regular meeting for August 16, 2013. On a motion by Commissioner Bieser and second by Commissioner Pippenger the minutes of the August 16, 2013, regular meeting were approved as presented.

Financial Reports: The BOPC was presented with MetroParks' August, 2013 financials and approved the list of bills for August 1 – 31, 2013. Director of Finance and Business Robert Johnson gave a brief overview of current revenues and expenses. Following a brief discussion and on a motion by Commissioner Bieser and second by Commissioner Pippenger, the BOPC accepted MetroParks' August, 2013 financial reports as presented.

Shiloh Woods Headwater Stream Protection Grant Application Revision: Executive Director Benná requested authorization to revise the grant application to the Clean Ohio Green Space Fund to reflect a project total of \$623,100 with a MetroParks match of \$88,775. This was originally approved at the August meeting with the project total being \$438,010 and MetroParks' match at \$109,502. The reason for the change is the revised appraisal came in higher than expected and the seller is donating half of the difference, which reduces the amount of MetroParks' share. On a motion by Commissioner Pippenger and seconded by Commissioner Bieser the BOPC approved the revision on the grant application for the Shiloh Woods Headwater Stream Protection Grant as presented.

James M. Cox Jr. Arboretum Foundation Agreement: Executive Director Benná requested authorization of an addendum to the October 31, 2001 Memorandum of Understanding Agreement with the James M. Cox, Jr. Arboretum Foundation. The addendum clarifies use of the endowment funds for operations and

maintenance at Cox Arboretum MetroPark. Ms. Benná read the portion of the agreement that was revised that explains what the funds can be used, such as carpeting, light fixtures, electrical repairs, plumbing repairs and painting are just a few of the items listed. On motion by Commissioner Bieser and seconded by Commissioner Pippenger the Board approved the request as presented.

City of Riverside Issue Update: Deputy Director Carrie Scarff reported that she and Executive Director Benná met with Riverside City Manager Bryan Chodkowski on August 26 to walk the area on the bikeway at Huberville Avenue. LJB is working on several resolutions to the problem. The next meeting with City of Riverside staff and LJB will be September 30. Ms. Scarff also noted that MetroParks received a call from ODNR regarding the issues with the bikeway project at Huberville Avenue because they provided funding earlier in the projects timeline. ODNR is satisfied with how the situation is being handled.

The Commissioners asked that this issue be resolved in a timely manner and to not let it linger. They were assured that staff understands the sense of urgency in finding a solution to address this issue.

Staff Reports: The BOPC was presented with the Law Enforcement Activity report for August, 2013. 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.

Land Matter: Executive Director Benná requested authorization to draft and record deed covenants in favor of the Ohio EPA for a stream mitigation site at Englewood MetroPark. The City of Dayton Airport has a need to bury an exposed ditch for airport safety reasons. They are required to mitigate streams elsewhere and have approached MetroParks for potential projects. MetroParks has identified two small streams for this mitigation project.

Mr. Mike Cross from the City of Dayton Airport provided a brief PowerPoint presentation on the location of the ditch to be mitigated and the proposed mitigation locations on MetroParks' property. Mr. Cross also gave details on how the project would be conducted and what it would entail. The covenant will have a five-year maintenance obligation. Deed restrictions would require that the identified area stay natural. The mitigated streams and adjacent property would cover approximately four acres. No action by the BOPC is required at this time.

Capital Outlays – Improvements: Executive Director Benná requested authorization to award Bid No. 339 for the Park Entrance Signage Phase IV Project to Geograph Industries, Inc. in the amount of \$64,894 inclusive of Alternates 1-3. Also requested, the difference between the estimate and the actual bid is retained for contingency in the amount of \$5,106. Deputy Director Scarff indicated this is a continuation of the entrance sign replacement project and would replace signs at Carriage Hill and Twin Creek MetroPark as well as Deeds Point, Huffman and Sunrise MetroParks. Following a brief discussion and on a motion by Commissioner Pippenger and seconded by Commissioner Bieser the BOPC awarded Bid No. 339 as presented.

ODNR Division of Watercraft 2014 Boating Safety Education Grant: Executive Director Benná requested approval and adoption of Resolution No. 13-029 authorizing the

Executive Director to apply to the Ohio Department of Natural Resources (ODNR) Division of Watercraft for the 2014 Boating Safety Education Grant program. Outdoor Recreation Program Manager Amy Dingle briefly explained what MetroParks would be using the grant for including stand-up paddle boards and associated equipment. Following a brief discussion and on a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC adopted Resolution No. 13-029 as presented.

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

- Resolution No. 13-030 for the transfer of funds within the General Fund. On a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC adopted Resolution No. 13-030 as presented.
- Resolution No. 13-031 for the transfer of funds between the General Fund and Capital Projects Fund. On a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC adopted Resolution No. 13-031 as presented.
- Resolution No. 13-032, revising resolution No. 13-029 for appropriations and adjustments in the Capital Projects Fund. On a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC adopted Resolution No. 13-032 as presented.

2013-2014 Amounts and Rates Resolution: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 13-033 accepting the amounts and rates as determined by the budget commissioner and authorizing the necessary tax levies and certifying them to the county auditor. Director of Finance and Business Bob Johnson explained that this is the annual resolution establishing the tax levy rate. On a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC adopted resolution No. 13-033 as presented.

Other Business: Executive Director Benná reported that the MetroParks' 2012 Annual Report is available electronically and that they would be getting a hard copy later.

Executive Director Benná reminded the Commissioners that the Midwest Outdoor Experience (MOX) would be held October 4 and 5.

Executive Director Benná reported that the Mad River Run project was almost complete and asked Amy Dingle to briefly here experience using the run. Ms. Dingle noted that she had the opportunity to paddle through the completed area of the project and was excited to see the completed project. Ms. Dingle also showed pictures that highlighted the progress so far and noted how each element would be used by paddlers. The Commissioners thanked Ms. Dingle for the information.

Visitor Comments: No comments were made.

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on October 18, 2013, commencing at 7:30 a.m. at Adventure Central at Wesleyan MetroPark, 2222 N. James H. McGee Blvd, 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 Bieser and second by Commissioner Pippenger, the BOPC elected to temporarily adjourn and hold an Executive Session commencing at 3:46 p.m. for the specific purpose of discussing one personnel matter. On a motion by Commissioner Bieser and second by Commissioner Pippenger the open session reconvened at 3:46 p.m.

Open Session: Director of Human Resources requested approval to accept the FOP Collective Bargaining Contract. On a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC approved the requested.

Adjournment: By roll call vote, following a motion by Commissioner Davis and seconded by Commissioner Bieser, the BOPC adjourned the meeting at 3:56 p.m.

Attest: Rebecca A. Benne

Shirley G. Buehler
President Karen L. Davis
Vice-president