

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

October 18, 2013

A meeting of the Board of Park Commissioners (BOPC) was held at the Five Rivers MetroParks Adventure Central at Wesleyan MetroPark, 2222 North James H. McGee Blvd, Dayton, OH, on October 18, 2013, and convened at 7:30 a.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, Director of Development Beth Redden, Adventure Central Director Nate Arnett, Business Manager Jennifer Grusenmeyer, Regional Park Manager Paul Williams, Park Manager Chris Pion, Adventure Central Program Director Kim Catchpole, visitor Paul Lamberger and Robert Curry legal counsel.

**Visitor Recognition:** Executive Director Benná welcomed visitor Paul Lamberger.

**Minutes:** The BOPC was presented with the minutes of the regular meeting for September 17, 2013. Commissioner Pippenger asked that it appeared the information under the heading James M. Cox Jr. Arboretum Foundation Agreement was missing the approvals. On a motion by Commissioner Pippenger and second by Commissioner Bieser the minutes of the September 17, 2013, regular meeting were approved contingent upon correction of the noted section.

**Financial Reports:** The BOPC was presented with MetroParks' September, 2013 financials and the Approved List of bills for September 1 – 30, 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 Pippenger and second by Commissioner Bieser, the BOPC accepted MetroParks' September, 2013 financial reports as presented.

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

Executive Director Benná introduced Adventure Central Director Nate Arnett and Adventure Central Program Director Kim Catchpole. Mrs. Catchpole gave a PowerPoint presentation on the teen programs offered at Adventure Central. She highlighted the JET program, Adventure Central's Conservation Camp and the Camp Counselor training program. Ms. Catchpole indicated that some of the funding comes from the 4H Foundation. Following a brief discussion the BOPC thanked Mr. Arnett and Mrs. Catchpole for the information.

**Deposit of Public Monies Policy:** Executive Director Benná requested adoption of Policy No. 2.0 for the Deposit of Public Monies per ORC9.38 that requires the deposit

of public monies is to be made on the next business day following receipt. If the amount is less than \$1,000 the legislative authority of the agency may pass a policy to allow these deposits to be made on the third business day following receipt. Since it is inefficient to deposit smaller amounts the next business day MetroParks is requesting Policy No. 2.0 be approved and adopted. Following a brief discussion and on a motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC approved the request as presented.

**Change Fund Resolution:** Executive Director Benná requested approval and adoption of Resolution No. 13-034 authorizing the Montgomery County Auditor to issue a warrant totaling \$1,500 for change funds to Five Rivers MetroParks for shelter reservations and program registrations. On a motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC adopted Resolution No. 13-034 as presented.

**Grant Budgets:** Business Manager Jennifer Grusenmeyer requested approval adoption of the following resolutions:

- Resolution No. 13-035 relative to MetroParks' Twin Creek Wetland & Woods Preservation CDGAH – OPWC Clean Ohio Grant budget. On a motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC adopted Resolution No. 13-035 as presented.
- Resolution No. 13-036 relative to MetroParks' Possum Creek MetroPark Prairie Addition CDGAI – OPWC Clean Ohio Grant budget. On a motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC adopted Resolution No. 13-036 as presented.
- Resolution No. 13-037 relative to MetroParks' Shiloh Woods Headwater Stream Protection CDGAJ – OPWC Clean Ohio grant budget. On a motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC adopted Resolution No. 13-037 as presented.

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

- Resolution No. 13-038 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. 13-038 as presented.
- Resolution No. 13-039 for the transfer of funds between the General Fund and Grants Fund. On a motion by Commissioner Pippenger and seconded by Commissioner Bieser the BOPC adopted Resolution No. 13-039 as presented.

**Other Business:** Executive Director Benná gave an update on the Riverside/Huberville Avenue situation. Ms. Benná noted that the Commissioner should have received a letter from one of the neighbors related to his concerns about the Mad River Bikeway. MetroParks recently sent a letter to all residents in the area adjacent to Huberville Avenue that explained steps that have been taken to address their concerns and potential additional options. The lower railing of the fence between the bikeway and Huberville has been removed. This has provided some relief to residents' driveway access. Carrie Scarff also personally talked to the residents whose properties are located along Huberville Avenue. Project Manager Joe Zimmerman is also researching possible bikeway realignment along Huberville Avenue.

Commissioner Pippenger asked when the Medlar Bikeway would be opening.

Executive Director Benná informed all of the Commissioners that the grand opening would be held on October 31 beginning at 10:00 a.m. The Transportation Improvement District (TID) would be coordinating the ribbon cutting activities.

Director of Finance and Business Bob Johnson gave a brief update on the sale of Leland Center. He indicated that the realtor has shown the property to interested parties. The realtor's contract ends the end of the year.

Director of Development Beth Redden reminded the Commissioners of the James M. Cox Jr. Foundation 50<sup>th</sup> Anniversary celebration to be held on November 12 at 6:00 p.m. Ms. Redden highlighted some of the activities and noted that this is a fund raising event.

Staff Updates: Director of Park Services Karen Hesser noted that Steve Sherman and Richard Alder were promoted to Park Managers. Ms. Hesser also noted that Project Manager Chris Pion and Park Manager Todd Catchpole received the National Parks and Recreation Associations Certified Parks and Recreation Professional certification and Regional Park Manager Paul Williams received the Certified Playground Safety Inspector certification.

Executive Director Benná noted that she would be out of the office on October 25.

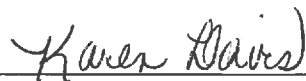
**Visitor Comments:** No comments were made.

**Next Board Meeting:** The BOPC agreed to hold the next regularly scheduled meeting on November 8, 2013, commencing at 7:30 a.m. at MetroParks' Main Office, 409 E. Monument Avenue, 3<sup>rd</sup> Floor, Dayton, Ohio. The BOPC agreed to hold a work session meeting on November 26 commencing at 7:30 a.m. also at the address listed above. 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.

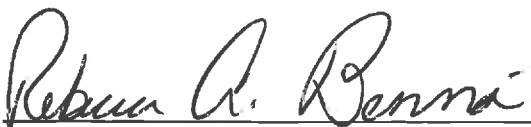
**Executive Session:** In accordance with the open meetings law Section 121.22 of the Ohio Revised Code, by roll call vote following a motion by Commissioner Bieser and second by Commissioner Pippenger, the BOPC elected to temporarily adjourn and hold an Executive Session commencing at 8:36 a.m. for the specific purpose of discussing one personnel matter. On a motion by Commissioner Bieser and second by Commissioner Pippenger the open session reconvened at 8:57 a.m.

**Open Session:** The Commissioners were taken on a tour of the Wesleyan MetroPark Playground, Wetland Mitigation Bank, Dull Woods and Wolf Creek Rail Trail.

**Adjournment:** By roll call vote, following a motion by Commissioner Pippenger and seconded by Commissioner Bieser, the BOPC adjourned the meeting at 11:15 a.m.



\_\_\_\_\_  
President Karen L. Davis

Attest:  \_\_\_\_\_