

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

November 10, 2011

A meeting of the Board of Park Commissioners (BOPC) was held at Wegerzyn Gardens MetroPark, 1301 E. Siebenthaler Avenue, Dayton, OH, on November 10, 2011, and convened at 3:39 p.m. on roll call vote by the Board of Park Commissioners.

Present: Five Rivers MetroParks Commission President Alan F. Pippenger, Vice President Karen L. Davis; Commissioner Irvin G. Bieser Jr., Executive Director Rebecca Benná, Deputy Director Carrie Scarff, Director of Finance and Business Robert Johnson, Director of Conservation Dave Nolin, Director of Human Resources Debra Jackson, Director of Marketing Beth Miller, Business Manager Jennifer Grusenmeyer, Acting Ranger Chief Mark Arendt, IT Manager Corey Stone, Project Manager Joe Zimmerman, Horticulturalist Cinda Plante, Marketing Research Manager Amy Forsthoefel and MetroParks legal counsel representative Robert Curry.

Visitor Recognition: Executive Director Benná introduced Horticulturalist Cinda Plante.

Minutes: The BOPC were presented with the minutes of the October 14, 2011, meeting. On motion by Commissioner Bieser and second by Commissioner Pippenger the BOPC approved the October 14, 2011, minutes as presented.

Financial Reports: The BOPC was presented with MetroParks' October, 2011 financials. Director of Finance and Business briefly gave a status of project revenues and expenses through the end of the year. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC accepted MetroParks' October, 2011 financial reports as presented.

2012 Board Meeting Schedule: The BOPC were presented with the proposed 2012 Board Meeting Schedule for review and comment. Executive Director Benná indicated the proposed schedule could be revisited at the December meeting.

Staff Reports: The BOPC were presented with the Law Enforcement Activity report for October, 2011. Acting Ranger Chief Mark Arendt briefly highlighted various activities on the October 2011 Law Enforcement Activity report.

The BOPC were also presented with the Third Quarter Visitation and Activity report. Marketing Research Manager Amy Forsthoefel briefly highlighted the Third Quarter Visitation and Activity Report.

MetroParks' 2012 Group Health Insurance: Executive Director Benná reminded the Commissioners that they authorized working with Commissioner Davis to award MetroParks' 2012 Group Health Insurance. Director of Human Resources Debra Jackson informed Mrs. Davis that there were five providers contacted, only three quoted. MetroParks' current provider Anthem, after negotiations, quoted a 4%

decrease with a Chamber discount and MetroParks included the addition of Anthem basic and voluntary life insurance also at a savings. Ms. Benná requested full Board concurrence. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioners Pippenger and Davis the BOPC concurred with the original award granted by Commissioner Davis.

Professional Service Contract: Executive Director Benná requested authorization to solicit bids for the 2012 Horticultural Growing Contract at an estimated cost not to exceed \$35,000. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Executive Director Benná requested authorization to solicit bids for the 2012 ParkWays production and fulfillment of ParkWays magazine. Currently the issues cost \$40,000 to print and \$4,000 to deliver. The estimated cost for four issues per year is \$176,000. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Executive Director Benná requested authorization to renew the contract with DONet, Inc. to provide Internet and network services in 2012. The contract amount for 2012 is \$131,831.56. The 2011 amount was \$165,321. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Capital Improvement Requests: Executive Director Benná requested authorization to accept a change order to the Fountain Specialists, Inc. contract for additional investigation and repair of the RiverScape MetroPark west reflecting fountain at a total cost not to exceed \$22,610. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Mobile Data Terminal (MDT) and 800 MHz Radio User Fee: Executive Director Benná requested authorization to encumber and release the payment to the Montgomery County Sheriff's Office for the 2011 MDT and 800 MHz radio user fees at a total amount of \$28,895.16. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

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

- Resolution No. 11-041 for the transfer of funds within the general fund. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-041 as presented.
- Resolution No. 11-042 revising Resolution No. 11-040 for the appropriation and adjustment of projects in the capital projects fund. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-042 as presented.

Visitor Comments: No visitor comments were noted.

Next Board Meeting: The BOPC also agreed to hold a work session meeting on November 22, 2011, commencing at 3:00 p.m. at MetroParks' Outdoor Connections Offices, 224 N. St. Clair Street, Dayton, Ohio. The BOPC agreed to hold the next regularly scheduled meeting on December 9, 2011, commencing at 7:00 a.m. at Cox Arboretum MetroPark, 6733 Springboro Pike, Dayton, Ohio. 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 motion by Commissioner Bieser and second by Commissioner Davis, the BOPC elected to temporarily adjourn and hold an Executive Session commencing at 4:21 p.m. for the specific purpose of discussing one land matter. On motion by Commissioner Bieser and second by Commissioner Davis the open session reconvened at 4:32 p.m.

Land Matter: Director of Conservation David Nolin requested authorization for MetroParks to sign and record an affidavit renouncing claim of ownership to a 16.5 foot wide strip totaling .507 acres adjacent to Carriage Hill MetroPark. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Adjournment: By roll call vote, following motion by Commissioner Davis and second by Commissioner Bieser, the BOPC adjourned the meeting at 4:33 p.m.

President Alan F. Pippenger.

Attest: _____