

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

November 13, 2015

A meeting of the Board of Park Commissioners (BOPC) was held at the Five Rivers MetroParks' Main Office, 409 E. Monument, 3rd Floor, Dayton, OH, on November 13, 2015, and convened at 7:32 a.m. on roll call vote by the Board of Park Commissioners.

Present: Five Rivers MetroParks Commission President Irvin G. Bieser, Jr., Vice President Alan F. Pippenger; Commissioner Karen L. Davis, Executive Director Rebecca A. Benná, Deputy Director Carrie Scarff, Director of Development Beth Redden, Chief Ranger Mark Hess, Director of Marketing Trish Butler, Director of Business Services Bill Tschirhart, Director of Parks Services & Legislative Affairs Karen Hesser, Acting Director of Conservation Michael Enright, Finance Manager Jennifer Grusenmeyer, Human Resources Manager Antoine Tweedie, Project Manager Joseph Zimmerman, Park Planning Manager Eric Sauer, Marketing Research Manager Amy Forsthoefel, Executive Management Assistant Christianna Romer, and Legal Counsel Robert Curry.

Visitors Present: Executive Director Benná recognized Paul Lamberger and Sunshine Mays.

Minutes: The BOPC was presented with the minutes of the regular meeting for October 9, 2015. On a motion by Commissioner Pippenger the minutes of the October 9, 2015, regular meeting were approved.

Financial Reports: The BOPC was presented with MetroParks' October 2015 Financials and the Approved List of Bills for October 1-31, 2015. Director of Business Services Bill Tschirhart gave a brief overview of current revenues and expenses. Following a brief discussion and on a motion by Commissioner Davis and second by Commissioner Pippenger, the BOPC accepted MetroParks' 2015 October financial reports as presented.

Staff Reports

Quarter 3 Activity Report: The BOPC was presented with the Park Attendance Activity Report for Q3. Marketing Research Manager Amy Forsthoefel gave a brief overview of year-to-date park visits including a comparison to 2014 data. The Commissioners thanked Ms. Forsthoefel for the presentation.

Law Enforcement Activity: The BOPC was presented with the Law Enforcement Activity Report for October 2015. Chief Ranger Mark Hess gave a brief overview of information contained in the report.

Executive Director Benná shared a complimentary note she recently received about two Five Rivers MetroParks Rangers. Ranger Doug Wilson and

Ranger John Rieder came to the assistance of a senior citizen when her purse was stolen from her vehicle while she was walking at Medlar Conservation Area. The Rangers escorted her home and made sure no one had entered in her absence. They noticed that the lock on her back door was broken and immediately contacted facility maintenance to request the lock be repaired immediately. She was very appreciative that they went above and beyond the call of duty. Ms. Benná will forward the note to the Commissioners. Following a brief discussion, the BOPC thanked Chief Hess for the report.

Ohio Deferred Compensation Plan: Executive Director Benná requested approval and adoption of Resolution No. 15-042 allowing MetroParks employees to participate in the Ohio Deferred Compensation plan under the Five Rivers MetroParks name and federal ID#. Some MetroParks employees are currently enrolled in the plan, but under the Montgomery County Auditor name and federal ID#. Following a brief discussion and on a motion by Commissioner Pippenger, the BOPC adopted Resolution No. 15-042 as presented.

Capital Improvement Request: Executive Director Benná requested authorization to solicit bids for the repair/replacement of piping in the west and middle basins of the RiverScape west reflecting fountain. The estimate is \$67,400. With a 10% contingency the total is approximately \$74,000. Funding is available in the Capital Fund. Project Manager Joe Zimmerman provided additional detail of the project. Following a brief discussion and on a motion by Commissioner Pippenger, the BOPC approved the request as presented.

Executive Director Benná requested authorization to solicit bids for the demolition of structures associated with the following Clean Ohio grant projects:

- Larch Tree
- Taylorsville MetroPark Addition
- Twin Creek Wetland & Woods Protection
- Chinquapin Overlook

The grant funding would cover \$203,665.62 and MetroParks share would be \$60,665.21 for a total estimated cost of \$264,330.83. Acting Director of Conservation Michael Enright provided a brief overview of the individual projects. Following a brief discussion and on a motion by Commissioner Davis the BOPC approved the request as presented.

Executive Director Benná requested authorization to increase the contract with J & J Schlaegel for modification of the construction of the two chutes on drop two of the RiverScape River Run Project. Funding in the amount of \$124,273.56 is available in the grant fund. Park Planning Manager Eric Sauer provided

additional details regarding the project changes included in the contract increase request. Following a brief discussion and on a motion by Commissioner Davis the BOPC approved the request as presented.

Grants: Executive Director Benná requested approval and adoption of Resolution No. 15-043 revising Resolution No. 13-036 for adjustments to the Possum Creek MetroPark Prairie Addition Grant CDGAI. The land owner did not respond to repeated communications from MetroParks, so the property cannot be purchased at this time. The grant is being closed and MetroParks' local match will be returned to the general fund in the amount of \$12,733. Following a brief discussion and on a motion by Commissioner Davis, the BOPC approved the request as presented.

Budget Adjustments and Capital Fund Resolutions: Finance Manager Jennifer Grusenmeyer requested approval and adoption of the following Resolutions:

- Resolution No 15-044 for the transfer of funds within the general fund. On a motion by Commissioner Bieser, the BOPC adopted Resolution No. 15, 044.
- Resolution No 15-045 for the transfer of funds between the general fund, capital fund and grants. On a motion by Commissioner Pippenger the BOPC adopted Resolution No 15-045.
- Resolution No. 15-046 revising Resolution No. 15-041 for the appropriation of funds in the capital fund. On a motion by Commissioner Bieser the BOPC adopted Resolution No. 15- 046.

Other Business

2016 proposed meeting schedule: Executive Director Benná presented the BOPC with the 2016 proposed meeting schedule for review and acceptance at the December, 2015 meeting.

Ohio Parks & Recreation Association (OPRA) Awards announcements: Director of Business Services Bill Tschirhart reported that Five Rivers MetroParks will receive two 1st Place awards at the OPRA Conference & Trade Show on February 2, 2016 at the Kalahari Convention Center in Sandusky Ohio. The Rangers Police Cyclist Certification Program won 1st Place in the Law Enforcement category and the Huffman Prairie Restoration and Interpretation won 1st Place in the Natural Resources & Conservation category. The commissioners are invited to attend if available.

Visitor Comments: Sunshine Mays asked MetroParks to tear down what she thought was a tattered tent located about ¼ up the trail from the old auto repair shop at Twin Creek during the demolition project.

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on December 4, 2015, commencing at 7:30 a.m. at MetroParks' Main Office, 409 E. Monument Avenue, 3rd floor, 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.

Adjournment: By roll call vote, following a motion by Commissioner Bieser the BOPC adjourned the meeting at 8:15 a.m.

Attest: Rebecca A. Banna

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