

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

December 5, 2014

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 December 5, 2014, and convened at 7:35 a.m. on a 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 Conservation Dave Nolin, Director of Human Resources Debra Jackson, Director of Parks and Legislative Services Karen Hesser, Director of Development Beth Redden, Chief Ranger Mark Hess, Director of Outdoor Connections Amy Dingle, Business Manager Jennifer Grusenmeyer, IT Manager Tim Clark, Marketing Manager Kristen Wicker, Project Manager Joe Zimmerman, Executive Management Assistant Cheronne Wilson and Legal Counsel Robert Curry.

Visitor Recognition: There were no visitors present.

Minutes: The BOPC was presented with the minutes of the regular meeting for November 14, 2014. On a motion by Mr. Pippenger and a second by Ms. Davis the minutes of the November 14, 2014, regular meeting were approved.

The BOPC was presented with the minutes of the work session for November 14, 2014. On a motion by Mr. Pippenger and a second by Ms. Davis the minutes of the November 14, 2014, work session were approved.

The BOPC was presented with the minutes of the work session for November 25, 2014. On a motion by Mr. Pippenger and a second by Ms. Davis the minutes of the November 25, 2014, work session were approved.

Financial Reports: The BOPC was presented with MetroParks' November, 2014 financials and the Approved List of Bills for November 1 - 31, 2014. Business Manager Jennifer Grusenmeyer 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' November, 2014 financial reports as presented. Commissioner Bieser inquired about the Bonbright contributions continuing. Bonbright has expressed an interest in continuing the contributions to MetroParks. The dollar amount is unknown.

Staff Reports

Law Enforcement Activity: The BOPC was presented with the Law Enforcement Activity report for November, 2014. 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.

Board Appointment: Commissioner Bieser consented to the appointment for another three-year term as a member of the Board of Park Commissioner. Mr. Curry stated Judge McCollum agreed. Mr. Bieser was congratulated.

Capital Improvement Request: Executive Director Rebecca Benná requested approval to award Bid No. 341 for the Eastwood Lagoon Bridge Replacement Project to R.B. Jergens in the amount of \$63,500. A total of six bids were received. Funding for this project is available in the capital projects fund. Joe Zimmerman answered questions about the design/build approach as opposed to the traditional bid approach. Deputy Director Carrie Scarff noted the traditional approach is preferred, but design build offers some flexibility and will be used on a case by case basis. On a motion by Commissioner Bieser and a second by Commissioner Davis the BOPC approved the request as presented. Ms. Benná also stated that the Ohio River Road Runners donated approximately \$3,900 to help off-set the project costs.

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

- Resolution No. 14-037 authorizing the transfer of funds within the general fund. On a motion by Commissioner Davis and a second by Commissioner Pippenger the BOPC adopted Resolution No. 14-037 as presented.
- Resolution No. 14-038 authorizing the transfer of funds between the general fund and the capital projects and grant funds. On a motion by Commissioner Davis and a second by Commissioner Pippenger the BOPC adopted Resolution No. 14-038 as presented.
- Resolution No. 14-039 authorizing the closing of projects in the capital projects fund and moving residual cash to the cash control for future projects. On a motion by Commissioner Davis and a second by Commissioner Pippenger the BOPC adopted Resolution No. 14-039 as presented.
- Resolution No. 14-040, revising Resolution No. 14-033 authorizing the appropriation, adjustment and closure of projects in the capital projects fund. On a motion by Commissioner Davis and a second by Commissioner Pippenger the BOPC adopted Resolution No. 14-040 as presented.

2015 Five Rivers MetroParks Budgets: Executive Director Benná requested approval and adoption of Resolution No. 14-041 establishing MetroParks' 2015 General Fund budget. Following discussion and on a motion by Commissioner Bieser and seconded by Commissioner Davis the BOPC adopted Resolution No. 14-041 as presented.

Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 14-042 establishing 2015 budgets for the following subfunds:

- Law Enforcement Trust Fund 778/886
- RiverScape Replacement Reserve Fund 778/210
- Wetland Mitigation Bank Fund 778/207
- MetroParks' Federal Equitable Sharing Fund 778/805
- MetroParks' State Forfeitures Fund 778/810

On a motion by Commissioner Bieser and a second by Commissioner Davis the BOPC adopted Resolution No. 14-042 as presented.

2015 Professional Service Contracts: Executive Director Benná requested authorization to renew MetroParks' Property and Casualty Insurance with Public Entities Pool of Ohio in 2015 at a total cost of \$203,868. The 2014 amount was \$206,252. Business Manager Jennifer Grusenmeyer explained the reasoning for a reduction in the amount. On a motion by Commissioner Davis and a second by Commissioner Pippenger the BOPC approved the request as requested.

Executive Director Benná requested authorization to enter into a rider to the agreement and encumber funds with Thompson Hine for legal services in 2015 at a total cost not to exceed \$100,000. The 2014 amount was \$120,000. The reduction was in land acquisition related legal services. On a motion by Commissioner Bieser and a second by Commissioner Davis the BOPC approved the request as presented.

2015 Property Leases: Executive Director Benná requested authorization to encumber funds with Dayton Properties LLC in the amount of \$272,061 for the main office at 409 E. Monument Avenue. The annual rent is \$192,141 and the build-out cost is \$79,920. The Commissioners requested a cost savings projection. On a motion by Commissioner Bieser and a second by Commissioner Davis the BOPC approved the request.

Property Tax Advance: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 14-043 for the advance of property tax payments. On a motion by Commissioner Davis and a second by Commissioner Pippenger the BOPC adopted Resolution No. 14-043 as presented.

Annual Encumbrances for 2015: Business Manager Jennifer Grusenmeyer requested approval to encumber funds with the vendors and for the amounts identified for use in 2015 on the list provided in the Board information packet. On a motion by Commissioner Pippenger and a second by Commissioner Davis the BOPC approved the request as presented.

Other Business

OPRA Conference: Commissioner Bieser stated that he will not be able to attend the OPRA Annual Conference beginning February 1 through February 4.

2015 Board Meeting Schedule: There are no changes at this time.

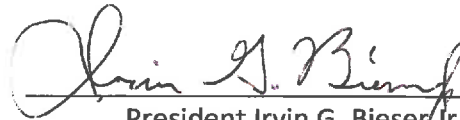
Visitor Comments: No comments

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on January 16, 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.

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 Davis and second by Commissioner Bieser, the BOPC elected to temporarily adjourn

and hold an Executive Session commencing at 8:29 a.m. for the specific purpose of discussing one personnel issue. On a motion by Commissioner Bieser and second by Commissioner Pippenger the open session reconvened at 8:39 a.m.

Adjournment: By roll call vote, following a motion by Commissioner Bieser and seconded by Commissioner Pippenger, the BOPC adjourned the meeting at 8:39 a.m.



President Irvin G. Bieser Jr.

Attest:

