

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

July 18, 2017

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 July 18, 2017, and convened at 3:03 p.m. on a 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 A. Benná, Chief of Public Safety Mark Hess, Chief of Operations Karen Hesser, Chief of Philanthropy Beth Redden, Chief of Planning & Projects Carrie Scarff, Chief of Administration Bill Tschirhart, Director of Marketing & Community Engagement Trish Butler, Director of Information Technology Tim Clark, Director of Parks & Conservation Chris Pion, Finance Manager Jennifer Grusenmeyer, Business Operations Manager Trevor Hagedorn, Human Resource Manager Antoine Tweedie, Planning Manager Eric Sauer, Manager of Historic & Cultural Resources Bernadette Whitworth, and Executive Assistant Christianna Romer.

Visitors Present: None

Minutes: The BOPC was presented with the minutes of the regular meeting for June 12, 2017. On a motion by Commissioner Bieser, the minutes were approved.

Financial Reports: The BOPC was presented with MetroParks' June 2017 Financials and the approved list of bills for June 1 – 30, 2017. On a motion by Commissioner Davis, the BOPC accepted the June 2017 financial reports, as presented.

Law Enforcement Activity: The BOPC was presented with the Law Enforcement Activity Report for June 2017.

2nd Street Market Update: The BOPC was presented with a 2017 Mid-Summer Update of 2nd Street Market Operations. Business Operations Manager Trevor Hagedorn presented a report on the Sunday at the Market pilot program and new market vendors.

Comprehensive Master Plan's Planning Guidelines: The BOPC was presented with the Planning Guidelines which include our land use policy, park typology, and general park master planning guidelines.

Professional Services Contract(s):

- Executive Director Benná requested permission to enter into new contracts with Woodhull and US Bank in an amount not to exceed \$46,076 per year for a term of 60 months to purchase 20 existing copiers

and replace and lease 7 new copiers over the term of the lease. On a motion by Commissioner Davis, the BOPC approved the request, as presented.

- Executive Director Benná requested approval of a \$53,500 change order, funded through a grant from the Dayton Foundation, to MetroParks' joint contract with the City of Dayton and Sasaki Associates to expand the scope of the Dayton Riverfront Master Plan. On a motion by Commissioner Bieser, the BOPC approved the request, as presented.

Budget Appropriation/Transfer Resolutions:

- Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 17-026 for the transfer of funds within the general fund. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 17-026.
- Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 17-027 for the transfer of funds from the general fund to the capital fund. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 17-027.

Capital Fund Resolution(s):

- Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 17-028, revising Resolution No. 17-025, for capital fund appropriations within existing or new projects. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 17-028

Other Business:

- Executive Director Benná shared a clip of a Channel 45 News interview spotlighting National Parks & Recreation Month. Brent Anslinger, Manager of Outdoor Recreation at Five Rivers MetroParks, was interviewed.
- Repair of the Observation Tower at Cox Arboretum MetroPark is underway.
- Burges & Burges Strategists will be conducting Listening Sessions with members of the public and staff in mid-August; and in depth telephone interviews with leaders of our community in August and September to find out how they feel about FRMP, and to reconfirm what we learned during the comprehensive master plan process. Commissioners will be interviewed in late August or September.
- Upcoming events:
 - Celtic Festival at RiverScape MetroPark July 28 – 30, 2017
 - Germanfest Picnic at RiverScape MetroPark August 11 – 13, 2017

Visitor Comments: No comments.

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on August 18, 2017, at 7:30 a.m. at Five Rivers 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: On a motion by Commissioner Bieser, the BOPC adjourned the meeting at 3:59 p.m.

Approved:



President Alan F. Pippenger

Attest: 
