

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

March 13, 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 March 13, 2017, and convened at 3:33 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 Operations Karen Hesser, Chief of Philanthropy Beth Redden, Chief of Planning & Projects Carrie Scarff, Chief of Public Safety Mark Hess, Director of Marketing & Community Engagement Trish Butler, Director of Parks & Conservation Chris Pion, Director of Human Resources Debra Jackson, Director of Outdoor Connections Amy Dingle, Director of Adventure Central Nate Arnett, Regional Park Manager Ron Bicknell, Regional Conservation Manager Mary Klunk, Park Manager Paul Williams, Research/Analysis Manager Amy Forsthoefel, Planning Manager Eric Sauer, Facilities & Equipment Manager Richard Alder, Finance Manager Jennifer Grusenmeyer, Public Market Manager Jimmy Harless, Park Manager Mike Osborne, Outdoor Recreation Coordinator Lucy Sanchez, Interpretive Coordinator Beth Burke, Interpretive Coordinator Laura Stevens, Administrative Assistant Tammy Ziessler, Executive Assistant Christianna Romer, and Legal Counsel Robert Curry.

Visitors Present: Cornelius Frolik, Dayton Daily News; Cindie Sullivan, Deputy Director of Somerset County Park Commission

Minutes: The BOPC was presented with the minutes of the regular meeting for February 10, 2017. On a motion by Commissioner Bieser, the minutes were approved.

Financial Reports: The BOPC was presented with MetroParks' February 2017 Financials and the approved list of bills for February 1 – 28, 2017. On a motion by Commissioner Davis, the BOPC accepted the February 2017 financial reports, as presented.

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

2nd Street Market: The BOPC was presented with expanded hours survey results and a recommendation to implement a pilot program to add Sunday hours from 11:00 a.m. to 3:00 p.m. weekly from June 4 to August 27, 2017 at 2nd Street Market.

Operations Overview Presentation: The BOPC was presented with an overview of Operations which includes the Parks and Conservation Department, Outdoor Connections Department, Adventure Central, and the Equipment and Facilities Division.

Tree Tower Update: Two Construction Managers submitted proposals following FRMP advertising a Request for Qualifications (RFQ). Both will be interviewed and once one is selected FRMP will work with a Commissioner to gain approval to enter into a contract for construction management services. Commissioner Pippenger noted that he may have a conflict of interest, depending on who the contractors are. He suggested that FRMP staff work with an alternate Commissioner.

RiverScope River Run Update: The BOPC was updated on the status of the RiverScope River Run project. The project is going well and is on target to complete this spring. The Downtown Dayton Partnership has scheduled a ribbon cutting at 4:30 p.m. on May 5, 2017.

Capital Improvement Requests:

- Executive Director Benná requested approval to reject both bids received for the RiverScope MetroPark River Run Renovation Project and to request permission to rebid the project. On a motion by Commissioner Davis, the BOPC approved the request, as presented.
- Executive Director Benná requested approval to award a contract to Two Brothers Brick Paving, LLC, for the Wegerzyn Gardens MetroPark Formal Gardens Paver Project. On a motion by Commissioner Bieser, the BOPC approved the request to award the contract.

Grants: Executive Director Benná requested approval to submit a grant application to the Dayton Foundation, on behalf of the Dayton Riverfront Master Plan Partners, to provide additional funding to the project. On a motion by Commissioner Bieser, the BOPC approved the request to submit the grant application.

Other Items: Executive Director Benná requested approval to solicit quotes for printing and mailing of Parkways magazine. On a motion by Commissioner Davis, the BOPC approved the request, as presented.

Budget Appropriation/Transfer Resolutions:

- Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 17-010 for the transfer of funds within the general fund. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 17-010.
- Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 17-011 for the transfer of funds between the general fund and the capital fund and grant funds. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 17-011.

Capital Fund Resolution(s): Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 17-012, revising Resolution No. 17-008, for capital fund appropriations within existing or new projects. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 17-012.

Capital Purchase(s): Executive Director Benná requested approval to purchase two (2) replacement marked ranger cruisers. On a motion by Commissioner Bieser, the BOPC approved the request, as presented.

Other Business: Chief of Philanthropy Beth Redden presented the BOPC with the 2017 Great Lakes Park, Facility, and Recreation Award for the Barbara Cox Center for Sustainable Horticulture. The award was presented to Five Rivers MetroParks on February 28, 2017 at the Great Lakes Park Training Institute in Angola, Indiana.

Visitor Comments: No comments.

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on April 14, 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 4:30 p.m.

Attest:

Rebecca A. Bennett

Approved:

Alan F. Proppenger
President Alan F. Proppenger