

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

May 11, 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 May 11, 2017, and convened at 2:30 p.m. on a roll call vote by the Board of Park Commissioners.

Present:

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 Outdoor Connections Amy Dingle, Director of Parks & Conservation Chris Pion, Facilities & Equipment Manager Richard Alder, Project Manager Joe Zimmerman, Business Services Manager Trevor Hagedorn, Human Resource Manager Antoine Tweedie, Manager of Research & Analysis Amy Forsthoefel, and Executive Assistant Christianna Romer.

Visitors Present: Paul Lamberger

Minutes: The BOPC was presented with the minutes of the regular meeting for April 14, 2017. On a motion by Commissioner Bieser, the minutes were approved.

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

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

Administration Overview: The BOPC was presented with an overview of Administration which includes Marketing & Public Engagement, Information Technology, Business Services, Human Resources, and Research & Analysis.

Q1 2017 Activity Report: The BOPC was presented with the MetroParks Activity Report for the first quarter of 2017.

Capital Improvement Requests: Executive Director Benná requested approval to award a contract in the amount of \$92,900 to J. L. Kuck Contractors, Inc. for the RiverScape MetroPark River's Edge Repair Project. On a motion by Commissioner Davis and a recusal by Commissioner Pippenger, the BOPC approved the request as presented.

Professional Services Contract(s):

- Executive Director Benná requested approval to enter into a joint contract with the City of Dayton and Sasaki Associates, for \$358,500 for planning services for the Dayton Riverfront Master Plan. On a motion by Commissioner Davis, the BOPC approved the request as presented.
- Executive Director Benná requested permission to enter into an agreement with the City of Dayton for the city to provide \$75,000 in funding for the RiverScape River Run project. On a motion by Commissioner Bieser, the BOPC approved the request as presented.
- Executive Director Benná requested approval of the preliminary award of the construction management contract in the amount of \$7,650 to Stull Woodworks, LLC for the preconstruction phase of the Cox Arboretum MetroPark Observation Tower Renovation project. On a motion by Commissioner Bieser, the BOPC approved the request as presented.

Budget Appropriation/Transfer Resolutions:

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 17-020 for the transfer of funds within the general fund. On a motion by Commissioner Bieser, the BOPC adopted Resolution No. 17-020.
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 17-021 for the transfer of funds from the general fund to the capital fund. On a motion by Commissioner Bieser, the BOPC adopted Resolution No. 17-021.

Capital Fund Resolution(s): Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 17-022, revising Resolution No. 17-016, for capital fund appropriations within existing or new projects. On a motion by Commissioner Bieser, the BOPC adopted Resolution No. 17-022.

Other Business:

- Chief of Administration Bill Tschirhart presented the Public Relations Society of America (PRSA) Award of Merit presented, as part of the 2017 Prism Awards on May 4, 2017, to FRMP; specifically to Amy Forsthoefel and Nick Hrkman, as project leads, for the FRMP Website Revamp.
- The International Trails Symposium (ITS) held in Dayton May 7 – 10 was a great success. Director of Outdoor Connections Amy Dingle co-chaired the symposium.

Visitor Comments: No comments.

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on June 12, 2017, at 3:00 p.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.

Adjourn to Executive Session: By roll call vote, following a motion by Commissioner Bieser, the BOPC voted to adjourn to Executive Session commencing at 3:35 p.m.

for the purpose of discussing one Personnel item. By roll call vote, following a motion by Commissioner Davis, the open session reconvened at 3:55 p.m.

Personnel: The BOPC voted to adjust the salary of the Executive Director to \$154,000 annually. On a motion by Commissioner Davis, the BOPC approved the change in salary.

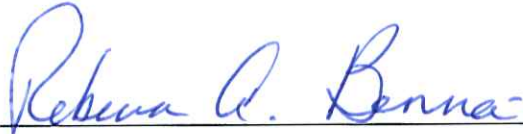
Adjournment: On a motion by Commissioner Davis, the BOPC adjourned the meeting at 4:00 p.m.

Approved:



President Alan F. Ripberger

Attest:



Rebeccah A. Benna