

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

December 11, 2018

A meeting of the Board of Park Commissioners (BOPC) was held at Cox Arboretum MetroPark, 6733 Springboro Pike, Fifth Third Room, Dayton, Ohio, on December 11, 2018, and convened at 7:37 a.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 Jessica Saunders, Executive Director Rebecca 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 & Public Engagement Trish Butler, Director of Information Technology Tim Clark, Director of Outdoor Connections Amy Dingle, Director of Parks & Conservation Chris Pion, Director of Human Resources Antoine Tweedie, Finance Manager Jennifer Grusenmeyer, Executive Assistant Christianna Romer and Legal Counsel Bob Curry.

Visitors Present: None

Minutes:

- The BOPC was presented with the minutes of the regular meeting for November 16, 2018. On a motion by Commissioner Davis, the minutes were approved.
- The BOPC was presented with the minutes of the work session for November 16, 2018. On a motion by Commissioner Davis, the minutes were approved.

Financial Reports:

- The BOPC was presented with the November 2018 financial information and approved list of bills for November 1–30, 2018. On a motion by Commissioner Saunders, the BOPC accepted the financial reports as presented.
- The BOPC was presented with a November 2018 Then and Now Certification. On a motion by Commissioner Saunders, the BOPC approved payment and certified the November 2018 Then and Now invoice.

Law Enforcement Activity: The BOPC was presented with the Law Enforcement Activity Report for November 2018.

Budget Adjustment Resolution(s):

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution 18-023 to establish the MetroParks 2018 State and Local Grant

Fund Budget On a motion by Commissioner Davis, the BOPC adopted Resolution No. 18-023.

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution 18-024 to establish the MetroParks 2018 Capital Fund Budget. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 18-024.
- Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution 18-025 for adjustments in the general fund, capital and grant funds. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 18-025.

2019 Five Rivers MetroParks Budget(s):

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 18-026 to establish the MetroParks 2019 General Fund Budget. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 18-026.
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 18-027 to establish the 2019 MetroParks Special Revenue Funds Budgets. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 18-027.
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 18-028 to establish the 2019 MetroParks Grant Funds Budgets. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 18-028.
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 18-029 to establish the 2019 MetroParks Capital Fund Budget. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 18-029.

Property Tax Advance Request(s): Finance Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 18-030 to authorize the Executive Director to request advance payment of tax monies in 2019. On a motion by Commissioner Davis, the BOPC adopted Resolution No. 18-030.

Professional Services Contract(s): Executive Director Rebecca Benná requested approval to accept a contract renewal with Thompson Hine LLP for general legal services and land acquisition services for 2019. On a motion by Commissioner Davis, the BOPC approved the request, as presented.

Annual Encumbrances for 2019: Finance Manager Jennifer Grusenmeyer requested approval to encumber funds with the vendors and the amounts identified on the list provided in the Board information packet. On a motion by Commissioner Davis, the BOPC approved the request, as presented.

Intergovernmental Agreement(s): Executive Director Rebecca Benná requested authorization to enter into a new agreement with the River Corridor Improvement Subdistrict of the Miami Conservancy District to mutually offer, protect, manage, develop, and maintain recreation opportunities, flood protection, and protection

of the natural heritage in the region's river corridors. On a motion by Commissioner Davis, the BOPC approved the request, as presented.

Other Business:

Ms. Karen L. Davis consented to the appointment for another three-year term as a member of the Board of Park Commissioners. Judge McCollum administered the Oath of Office for the period commencing on the first day of January 2019 and terminating on the first day of January 2022.

Visitor Comments: None

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on January 11, 2018 at 7:30 a.m. at Five Rivers MetroParks Main Office, 409 E. Monument Ave., 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 Davis, the BOPC adjourned the meeting at 8:01 a.m.

Approved:



President Alan F. Pippenger

Attest:


