

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

August 16, 2019

A meeting of the Board of Park Commissioners (BOPC) was held at Five Rivers MetroParks Main Office, 409 E. Monument Avenue, 3<sup>rd</sup> Floor, Dayton, Ohio, on August 16, 2019, and convened at 7:34 a.m. on a roll call vote by the Board of Park Commissioners.

**Present:**

Five Rivers MetroParks Commission President Karen L. Davis, Vice President Jessica Saunders, Commissioner Bear Monita, Executive Director Rebecca Benná, Chief of Public Safety Mark Hess, Chief of Operations Karen Hesser, Chief of Philanthropy Beth Redden, 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, Planning Manager Eric Sauer, Project Manager Joe Zimmerman, 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 July 12, 2019. On a motion by Commissioner Saunders, the minutes were approved.

**Financial Reports:**

- The BOPC was presented with the July 2019 financial information and approved list of bills for July 1–31, 2019.
  - The BOPC was presented with the following Then and Now Certifications for approval:
    - MAS Production - \$3,500 for 500 bales of hay for Carriage Hill Farm
    - Gem City Waterproofing and Foundation Systems - \$5,685 to waterproof the basement at Adventure Central
    - Wright Express - \$9,879.78 for fuel purchased at commercial gas stations
- On a motion by Commissioner Saunders, the BOPC approved payment and certified the Then and Now invoices.

**Law Enforcement Activity:** The BOPC was presented with the Law Enforcement Activity Report for July 2019.

**Eastwood MetroPark Master Plan Overview:** Planning Manager Eric Sauer presented an overview of the new park master plan.

**Budget Adjustment Resolution:** Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 19-022, authorizing budget appropriation adjustment requests. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 19-022.

**Capital Improvement Request(s):**

- Executive Director Rebecca Benná requested approval to conduct a Request for Proposal (RFP) to retain a design build contractor for the renovation of restrooms in the Visitor Center at Cox Arboretum MetroPark at an estimated cost of \$58,000. On a motion by Commissioner Saunders, the BOPC approved the request as presented.
- Executive Director Rebecca Benná requested authorization to solicit bids for pavement repair and replacement in an amount not to exceed \$125,000 for repair of trails and pavement replacements at Huffman MetroPark and pavement repairs at Eastwood MetroPark. On a motion by Commissioner Saunders, the BOPC approved the request as presented.
- Executive Director Rebecca Benná requested approval and adoption of Resolution No. 19-023 to increase MetroParks' previously approved estimated local match for a grant submitted to the Miami Valley Regional Planning Commission to fund the Wolf Creek Bikeway Connector East Segment to an estimated amount of \$738,380. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 19-023.

**Other Resolution(s):** Executive Director Rebecca Benná requested approval and adoption of Resolution No. 19-024 to establish a new fund for receipting/expending FEMA funds. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 19-024.

**Other Business:**

- Executive Director Rebecca Benná announced upcoming events.
  - August 17, 12 – 8pm Dayton African American Cultural Festival at Island MetroPark
  - August 18, 12 – 6pm Gospel Explosion at Island MetroPark
  - Sept. 19, 5:30 – 8pm Volunteer Appreciation Dinner at River Scape MetroPark

**Visitor Comments:** N/A

**Next Board Meeting:** The BOPC agreed to hold the next regularly scheduled meeting on September 20, 2019 at 7:30 a.m. at Five Rivers MetroParks Main Office, 409 E. Monument Ave., 3<sup>rd</sup> Floor, Dayton, Ohio. The meeting will be followed by a facility tour. 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:** In accordance with the open meetings law Section 121.22 of the Ohio Revised Code, by a roll call vote, following a motion by Commissioner Saunders, the BOPC elected to adjourn to Executive Session to discuss potential litigation commencing at 8:23 a.m.

**Reconvene Open Session:** By a roll call vote, following a motion by Commissioner Saunders, the BOPC elected to reconvene at 8:45 a.m.

**Adjournment:** On a motion by Commissioner Saunders, the BOPC adjourned the meeting at 8:46 a.m.

**Approved:**

*Karen Davis*

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President Karen L. Davis

Attest:

*Rebecca A. Berra*