

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

April 10, 2020

A meeting of the Board of Park Commissioners (BOPC) was held by video conference at Five Rivers MetroParks Main Office, 409 E. Monument Avenue, 3<sup>rd</sup> Floor, Dayton Ohio, on March 13, 2020, and convened at 8:02 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 Administration Bill Tschirhart, Director of Information Technology Tim Clark, Project Manager Joe Zimmerman, and Executive Assistant Christianna Romer. By video and/or telephone: Chief of Operations Karen Hesser, Chief of Philanthropy Beth Redden, Chief of Planning & Projects Carrie Scarff, Director of Outdoor Connections Amy Dingle, Director of Parks & Conservation Chris Pion, Director of Human Resources Antoine Tweedie, Research and Analysis Manager Amy Forsthoefel, Finance Manager Jennifer Grusenmeyer, Administrative Assistant Rebecca Rowley, and Legal Counsel Bob Curry.

**Visitors Present:** None

**Minutes:** The BOPC was presented with the minutes of the regular meeting for March 13, 2020. On a motion by Commissioner Saunders, the minutes were approved.

**Financial Reports:**

- The BOPC was presented with the February 2020 financial information and approved list of bills for February 1 – 29, 2020. On a motion by Commissioner Saunders, the BOPC accepted the financials as presented.
- The BOPC was presented with a Then and Now Certification for a payment to Most Dependable Fountains in an amount of \$6,320. On a motion by Commissioner Saunders the BOPC approved payment and certified the Then and Now invoice.

**Law Enforcement Activity:** The BOPC was presented with the Law Enforcement Activity Report for March 2020.

**COVID-19 Update:** Executive Director Rebecca Benná updated the BOPC on how the COVID-19 Pandemic has affected the Agency and services provided to the community.

**Grants Resolution(s):**

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution 20-010 to revise Resolution 18-004 for design and engineering and establish the remainder of the grant budget for the Regional Bike Trail Renovations. On a motion by Commissioner Saunders, the BOPC adopted Resolution 20-010.
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution 20-011 to establish the grant budget for the Wolf Creek Bikeway Connector Phase 1. On a motion by Commissioner Saunders, the BOPC adopted Resolution 20-011.

**Budget Adjustment Resolution:** Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 20-012, authorizing budget appropriation adjustment requests. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 20-012.

**Capital Improvement Requests:**

- Executive Director Rebecca Benná requested approval of a contract Change Order in the amount of \$99,307.95 to John R Jurgensen Company to perform additional asphalt repairs at Germantown, Possum Creek, and Wesleyan MetroParks. On a motion by Commissioner Saunders, the BOPC approved the request as presented.
- Executive Director Rebecca Benná requested approval to award a construction contract in the amount of \$934,156.85 to Roberts Paving, Inc. for the Regional Bike Trail Renovations at various locations, contingent upon receiving authorization to award from the Federal Highway Administration via the Ohio Department of Transportation. On a motion by Commissioner Saunders, the BOPC approved the request as presented.
- Executive Director Rebecca Benná requested approval to award a contract in the amount of \$228,422 to Crawford, Murphy, and Tilley, Inc. to provide design services for the Wolf Creek Bikeway Connector Phase 1 project, contingent upon receiving authorization to award from the Federal Highway Administration via the Ohio Department of Transportation. On a motion by Commissioner Saunders, the BOPC approved the request as presented.

**Other Resolution(s):** Chief of Administration Bill Tschirhart requested approval and adoption of Resolution 20-013 to establish Fund 41, an Ohio Public Works Commission Grants Fund. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 20-013.

**Visitor Comments:** None

**Other Business:** Nature is open! Five Rivers MetroParks' trails and parks remain open.

**Next Board Meeting:** The BOPC agreed to hold the next regularly scheduled meeting on May 8, 2020 at 8:00 a.m. by video conference. The BOPC directed the Secretary of the Board to give notice of this meeting and all subsequent meetings to the rule adopted by the BOPC.

**Adjournment:** On a motion by Commissioner Saunders, the BOPC adjourned the meeting at 8:48 a.m.

**Approved:**



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President Karen L. Davis

Attest:

  
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