MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
FIVE RIVERS METROPARKS

December 10, 2020

A meeting of the Board of Park Commissioners (BOPC) was held at Five Rivers MetroParks Main Office, 409 E. Monument Avenue, 3rd Floor, Dayton Ohio, on December 10, 2020, and convened at 8:00 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, Finance Manager Jennifer Grusenmeyer, Executive Assistant Christianna Romer, and Legal Counsel Bob Curry. By video and/or telephone: Chief of Operations Karen Hesser, Chief of Philanthropy Beth Redden, Chief of Planning & Projects Carrie Scarff, Director of Adventure Central Nate Arnett, Director of Outdoor Connections Amy Dingle, Director of Marketing and Public Engagement Shelli DiFranco, Director of Parks and Conservation Chris Pion, Director of Human Resources Antoine Tweedie, and Administrative Assistant Rebecca Rowley.

Visitors Present: None

Minutes: The BOPC was presented with the minutes of the regular meeting for November 12, 2020. On a motion by Commissioner Saunders, the minutes were approved.

Financial Reports: The BOPC was presented with the November 2020 financial information and approved list of bills for November 1 – 30, 2020. On a motion by Commissioner Saunders, the BOPC accepted the financials as presented.

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

COVID-19 Update: Executive Director Rebecca Benná updated the BOPC on how the COVID-19 Pandemic has affected the Agency and its response to continuing to provide services to the community.

Budget Adjustment Resolution: Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 20-035 authorizing budget appropriation adjustment requests. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 20-035.

Five Rivers MetroParks Budgets:

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 20-036 to establish MetroParks 2021 General Fund Budget. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 20-036.
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 20-037 to establish MetroParks 2021 Capital Fund Budget. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 20-037
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 20-038 to establish MetroParks 2021 Grant Funds Budget. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 20-038
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 20-039 to establish MetroParks 2021 Special Revenue Funds Operations Budget. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 20-039

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 20-040 to establish MetroParks 2021 Special Revenue Funds Law Enforcement Budget. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 20-040

Property Tax Advance Request: Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 20-041 authorizing the Executive Director to request advance payment of tax monies in 2021, pursuant to Ohio Revised Code 321.34. On a motion by Commissioner Saunders, the BOPC adopted Resolution No. 20-041.

Annual Encumbrances for 2021: Chief of Administration Bill Tschirhart requested approval to encumber funds for 2021 Annual Encumbrances with the vendors and the amounts identified on the list provided in the Board Information Packet. On a motion by Commissioner Saunders, the BOPC approved the request as presented.

2021 Professional Service Contract: Chief of Administration Bill Tschirhart requested approval for the Executive Director to accept a contract renewal with Thompson Hine LLP for 2021 in the amount of $90,000 for General Legal Services and $3,000 for Land Acquisition/Capital Development Services for a total amount of $93,000. On a motion by Commissioner Saunders, the BOPC approved the request as presented.

Internet Services Contract: Chief of Administration Bill Tschirhart requested approval for the Executive Director to enter into a contract with Lumen in an amount not to exceed $55,000 per year for five (5) years for internet services and connectivity for Wegerzyn MetroPark, Hills & Dales MetroPark, and Cox Arboretum MetroPark back to the Main Office. On a motion by Commissioner Saunders, the BOPC approved the request as presented.

Capital Improvement Request: Executive Director Rebecca Benná requested approval to encumber funds and to purchase a new motor for the Five Rivers Fountain of Lights system in an amount not to exceed $185,000 from Moody's of Dayton. On a motion by Commissioner Saunders, the BOPC approved the request as presented.

Other Business:

- Executive Director Rebecca Benná presented the BOPC with a list of awards received by Five Rivers MetroParks agency and staff in 2020.
- Executive Director Rebecca Benná presented the BOPC with a draft 2021 BOPC meeting schedule.

Visitor Comments: None

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on January 15, 2021 at 8:00 a.m. at Five Rivers MetroParks Main Office. 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 8:39 a.m.