

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

February 10, 2023

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 February 9, 2023, 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, Commissioner Jessica Salem, Commissioner Bear Monita, CEO Rebecca Benná, Chief of Public Safety Mark Hess, Chief of Operations Karen Hesser, Chief of Planning and Projects Carrie Scarff, Chief of Administration Bill Tschirhart, Director of Marketing and Public Engagement Shelli DiFranco, Director of Outdoor Connections Amy Dingle, Director of Information Technology Stan Kirk, Director of Parks and Conservation Chris Pion, Planning Manager Eric Sauer, Outdoor Connections Program Manager Bernadette Whitworth, Executive Assistant Christianna Romer, and Legal Counsel Bob Curry.

**Visitors Present:** Paul Lamberger

**Adjourn to Executive Session:** In accordance with the open meeting law Section 121.22 of the Ohio Revised Code, by a roll call vote, following a motion by Commissioner Salem, the BOPC elected to adjourn to Executive Session to discuss the potential hiring of a public employee, commencing at 8:02 a.m.

**Reconvene Open Session:** By a roll call vote, following a motion by Commissioner Salem, the BOPC elected to reconvene at 8:53 a.m.

- A motion by Commissioner Salem was adopted by the BOPC as follows: Accept Waverly Partners recommendation to invite potential candidates for in-person interviews with the Board of Park Commissioners.

**Minutes:**

- The BOPC was presented with the minutes of the regular meeting on January 13, 2023. On a motion by Commissioner Salem, the minutes were approved.
- The BOPC was presented with the minutes of the special meeting on January 26, 2023. On a motion by Commissioner Salem, the minutes were approved.

**Financial Reports:**

- The BOPC was presented with the January 2023 financial information and list of bills for January 1 – January 31, 2023. On a motion by Commissioner Salem, the financials were accepted as presented.

- Chief of Administration, Bill Tschirhart, requested approval of a then and now certification in the amount of \$5,000 to Miami Valley Public Media for Wagner Subaru Outdoor Experience – Band Payments. On a motion by Commissioner Salem, The BOPC approved the request as presented.

**Law Enforcement Activity:** Mark Hess, Chief of Public Safety, presented the Law Enforcement Activity Report for January 2023.

**Cost Recovery Plan Update:** Bill Tschirhart, Chief of Administration, presented the BOPC with an update on the agency's updated Cost Recovery Plan.

**Olmsted Award for Hills and Dales Historic American Landscape Survey:** Bernadette Whitworth, Outdoor Connections Program Manager, presented the BOPC with a Certificate of Commendation in recognition of exemplary documentation of an Ohio Olmsted Landscape, Hills and Dales, Historic American Landscapes Survey, Olmsted Challenge, 2022 from the National Association for Olmsted Parks.

**Budget Adjustment Resolution(s):** Chief of Administration, Bill Tschirhart, requested approval and adoption of Resolution No. 23-006, authorizing budget adjustments. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-006.

**Capital Improvement Request(s):** CEO, Rebecca Benná, requested authorization for the CEO to approve a change order in the amount of \$102,601 to the existing contract amount of \$38,711.50 for a total project cost of \$141,312.50 with Bluegrass Recreation Sales and Installation for Phase 2 of the project to demolish the existing water play area and install new waterplay equipment in the Wegerzyn MetroPark Children's Garden. On a motion by Commissioner Salem, the BOPC approved the request as presented.

**Other Resolutions and Request(s):**

- Chief of Administration, Bill Tschirhart, requested approval and adoption of Resolution No. 23-007, authorizing the CEO or his/her designee to serve as the contracting authority for, and in the name of, Five Rivers MetroParks, and in such capacity to approve bidding of capital projects, services, and goods included in the approved budget of Five Rivers MetroParks. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-007.
- CEO, Rebecca Benná, requested approval and adoption of Resolution No. 23-008, amending and revising Resolution No. 17-043 establishing an Investment Policy for Five Rivers MetroParks. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-008.
- CEO, Rebecca Benná, requested authorization for the CEO or his/her designee to approve a change order to the contract with HR&A Advisors for the Dayton Riverfront Plan's Operations Funding and Management Study in the amount of \$55,000 for Phase II which will identify opportunities to fund the maintenance and programming costs at The Suns. On a motion by Commissioner Salem, the BOPC approved the request as presented.

**Other Business:**

- 2<sup>nd</sup> Street Market Black History Month Events
  - The 2<sup>nd</sup> Street Market is hosting programs with a focus on celebrating and supporting Black members of our community. All programs are free and suitable for all ages.
    - Music – February 4, 5, 11, 18 and 25

- Programming – February 12, 18 and 26
- Ohio Parks and Conservation Association 2022 Awards of Excellence
  - Law Enforcement Programs & Events Category: First place for the Explorer to Ranger Progression Program
  - Harvey Woods Lifetime Achievement Award: CEO, Rebecca Benná
- The Mad River Run at Eastwood MetroPark, a whitewater paddling feature has experienced erosion that requires evaluation and staff is assessing options to address it. The feature is still usable at this time.

**Visitor Comments:** None

**Next Board Meeting:** The BOPC agreed to hold the next regularly scheduled meeting on Friday, March 10 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 pursuant to the rule adopted by the BOPC.

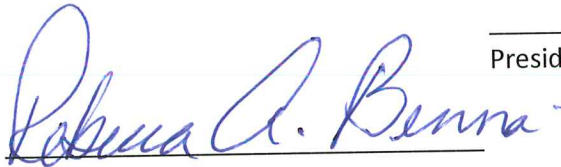
**Adjournment:** On a motion by Commissioner Salem, the BOPC adjourned the meeting at 9:45 a.m.

**Approved:**



\_\_\_\_\_  
President Karen L. Davis

Attest:

  
\_\_\_\_\_  
Secretary Rebecca A. Benná

Five Rivers MetroParks January 31, 2023	Budget Appropriation Adjusted General	CURRENT		LAST YEAR		YTD		Last YTD		Difference		% of Budget	
		January		January		as of		as of		YOY		Realized	
		2023	General	2022	General	01/31/23	General	01/31/22	General	General	General	General	8.33%
<b>Cash Receipts</b>													
Levy Funds	18,535,942	362,591	296,935	362,591	296,935	296,935	296,935	65,656	1.96%				
Intergovernmental (LGF, Homestead, Grants)	929,329	58,562	62,995	58,562	62,995	62,995	62,995	-4,434	6.30%				
Charges for Services	1,424,289	103,961	98,863	103,961	98,863	98,863	98,863	5,099	7.30%				
Investment Earnings	100,000	37,266	830	37,266	830	830	830	36,436	37.27%				
Gifts, Donations and Sponsorships	158,900	13,107	750	13,107	750	750	750	12,357	8.25%				
Miscellaneous	291,360	5,301	3,296	5,301	3,296	3,296	3,296	2,005	1.82%				
<b>Total Cash Receipts</b>	<b>21,439,820</b>	<b>580,788</b>	<b>463,669</b>	<b>580,788</b>	<b>463,669</b>	<b>463,669</b>	<b>463,669</b>	<b>117,118</b>	<b>2.71%</b>				
<b>Cash Disbursements</b>													
Current:													
Salaries and Benefits	17,784,067	1,193,560	1,078,923	1,193,560	1,078,923	1,078,923	1,078,923	114,637	6.71%				
Supplies and Operating Expenses	3,227,006	235,744	298,774	235,744	298,774	298,774	298,774	-63,030	7.31%				
Contracts and Operating Services	3,116,603	437,538	451,911	437,538	451,911	451,911	451,911	-14,373	14.04%				
Intergovernmental	491,907	0	0	0	0	0	0	0	0.00%				
Capital Outlay	1,708,657	17,591	46,626	17,591	46,626	46,626	46,626	-29,034	1.03%				
<b>Total Cash Disbursements</b>	<b>26,328,241</b>	<b>1,884,434</b>	<b>1,876,234</b>	<b>1,884,434</b>	<b>1,876,234</b>	<b>1,876,234</b>	<b>1,876,234</b>	<b>8,200</b>	<b>7.16%</b>				
<b>Excess of Receipts Over (Under) Disbursements</b>	<b>-4,888,421</b>	<b>-1,303,647</b>	<b>-1,412,565</b>	<b>-1,303,647</b>	<b>-1,412,565</b>	<b>-1,412,565</b>	<b>-1,412,565</b>	<b>108,918</b>					
<b>Other Financing Receipts (Disbursements)</b>													
Transfers In	0	0	0	0	0	0	0	0					
Transfers Out	(295,948)	(236,000)	0	(236,000)	0	0	0	0					
Advances In	288,432	0	0	0	0	0	0	0					
Advances Out	(5,000)	0	0	0	0	0	0	0					
Other Financing Sources	23,080	1,115	7,742	1,115	7,742	7,742	7,742	0					
Unapplied Credit		0	(17,195)	0	(17,195)	(17,195)	(17,195)	0					
Other Financing Uses (Vouchers Payable)	0	0	809	0	809	809	809	0					
<b>Total Other Financing Receipts (Disbursements)</b>	<b>10,564</b>	<b>(234,885)</b>	<b>(8,645)</b>	<b>(234,885)</b>	<b>(8,645)</b>	<b>(8,645)</b>	<b>(8,645)</b>	<b>0</b>					
<b>Net Change in Fund Cash Balances</b>	<b>(4,877,857)</b>	<b>(1,538,532)</b>	<b>(1,421,209)</b>	<b>(1,538,532)</b>	<b>(1,421,209)</b>	<b>(1,421,209)</b>	<b>(1,421,209)</b>	<b>0</b>					
<b>Fund Cash Balances, January 1</b>		<b>7,254,323</b>	<b>7,887,672</b>	<b>7,254,323</b>	<b>7,887,672</b>	<b>7,887,672</b>	<b>7,887,672</b>	<b>0</b>					
<b>Fund Cash Balances, January 31</b>		<b>\$5,715,791</b>	<b>\$6,466,463</b>	<b>\$5,715,791</b>	<b>\$6,466,463</b>	<b>\$6,466,463</b>	<b>\$6,466,463</b>	<b>\$0</b>					

Five Rivers MetroParks January 31, 2023	YTD as of 01/31/23		YTD as of 01/31/23		YTD as of 01/31/23		Statement of Additions, Deductions and Changes in Fund Balance Fiduciary Fund Types	YTD as of 01/31/23 Custodial Funds
	Special Revenue	Capital Funds	Capital Funds	Grant Funds	Statement of Additions, Deductions and Changes in Fund Balance Fiduciary Fund Types	YTD as of 01/31/23 Custodial Funds		
<b>Cash Receipts</b>								
Levy Funds	0	0	0	0				309,216.42
Intergovernmental (LGF, Homestead, Grants)	30,428	5,500		1,277		Other Amounts Collected for Distribution		1,942.30
Charges for Services	0	0		0				
Investment Earnings	1,768	0		6				
Gifts, Donations and Sponsorships	0	75,000		0				
Miscellaneous	0	0		0				
<b>Total Cash Receipts</b>	<b>32,196</b>	<b>80,500</b>		<b>1,283</b>		<b>Total Additions</b>		<b>311,159</b>
<b>Cash Disbursements</b>						<b>Deductions</b>		
Current:								
Salaries and Benefits	0	0	0	0		Distributions to Other Governments		2,746
Supplies and Operating Expenses	715	0	0	2,172		Distributions on Behalf of Employees		297,109
Contracts and Operating Services	0	0	0	0				
Intergovernmental	0	0	0	0				
Capital Outlay	0	392,642		2,434				
<b>Total Cash Disbursements</b>	<b>715</b>	<b>392,642</b>		<b>4,606</b>		<b>Total Deductions</b>		<b>299,856</b>
<b>Excess of Receipts Over (Under) Disbursements</b>	<b>31,481</b>	<b>-312,142</b>		<b>-3,324</b>				<b>11,303</b>
<b>Other Financing Receipts (Disbursements)</b>								
Transfers In	10,000		226,000	0				
Transfers Out	0	0	0	0				
Advances In	0	0	0	0				
Advances Out	0	0	0	0				
Other Financing Sources	0	0	0	0				
Unapplied Credit								
Other Financing Uses (Vouchers Payable)	0	0	0	0				
<b>Total Other Financing Receipts (Disbursements)</b>	<b>10,000</b>	<b>226,000</b>		<b>0</b>				<b>0</b>
<b>Net Change in Fund Cash Balances</b>	<b>41,481</b>	<b>-86,142</b>		<b>-3,324</b>		<b>Net Change in Fund Cash Balance</b>		<b>11,303</b>
<b>Fund Cash Balances, January 1</b>	<b>532,648</b>	<b>2,118,033</b>		<b>92,676</b>		<b>Fund Cash Balance, January 1</b>		<b>710,580</b>
<b>Fund Cash Balances, January 1</b>								
<b>Fund Cash Balances, January 31</b>	<b>\$574,129</b>	<b>\$2,031,891</b>		<b>\$89,353</b>		<b>Fund Cash Balance, January 31</b>		<b>\$721,884</b>



Five Rivers MetroParks, OH

# Board Check Report

By Check Number

Date Range: 01/01/2023 - 01/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP PNC Bank-Accounts Payable PNC Bank</b>						
VN000012	ACE TREE & LANDSCAPING CO	01/05/2023	Regular	0.00	19,041.00	22435
VN001627	AES OHIO	01/05/2023	Regular	0.00	1,359.87	22436
	**Void**	01/05/2023	Regular	0.00	0.00	22437
VN001877	AFFORDABLE WATER SYSTEMS	01/05/2023	Regular	0.00	2,600.00	22438
VN001049	AIRGAS USA LLC	01/05/2023	Regular	0.00	260.14	22439
VN001562	ALCOR SUPPLY COMPANY INC	01/05/2023	Regular	0.00	2,092.10	22440
VN000024	ALLIED 100 LLC	01/05/2023	Regular	0.00	2,370.10	22441
VN000044	AT&T SERVICES INC	01/05/2023	Regular	0.00	45.87	22442
VN000831	BEAU TOWNSEND FORD LINCOLN	01/05/2023	Regular	0.00	296.91	22443
VN001839	BENJAMIN J HEDRICK	01/05/2023	Regular	0.00	800.00	22444
VN001870	BLUE RIDGE PARKWAY FOUNDATION	01/05/2023	Regular	0.00	9,998.00	22445
VN000065	BND RENTALS INC	01/05/2023	Regular	0.00	1,192.80	22446
VN001856	BOB'S MORAIN TRUCKING INC	01/05/2023	Regular	0.00	5,165.00	22447
VN000084	BUCK RUN DOORS & HARDWARE	01/05/2023	Regular	0.00	4,234.00	22448
VN000095	CARDNO INC	01/05/2023	Regular	0.00	12,300.00	22449
VN000096	CAREY ELECTRIC COMPANY	01/05/2023	Regular	0.00	2,730.00	22450
VN001813	CHAD RICHARD FOLTZ	01/05/2023	Regular	0.00	300.00	22451
VN000105	CHAPEL ELECTRIC COMPANY	01/05/2023	Regular	0.00	1,004.96	22452
VN000868	CITY OF ENGLEWOOD	01/05/2023	Regular	0.00	27.94	22453
VN000125	CITY OF UNION	01/05/2023	Regular	0.00	24.60	22454
VN000126	CITY OF VANDALIA	01/05/2023	Regular	0.00	296.03	22455
VN000133	COLIN A RICHARDS	01/05/2023	Regular	0.00	75.00	22456
VN000143	CPM SERVICES LLC	01/05/2023	Regular	0.00	1,380.00	22457
VN001153	CSI LEASING INC	01/05/2023	Regular	0.00	2,052.11	22458
VN001800	CULLIGAN OF FAIRBORN	01/05/2023	Regular	0.00	265.35	22459
VN000167	DAYTON HISTORY	01/05/2023	Regular	0.00	1,498.00	22460
VN000172	DAYTON OFFICE PROPERTIES	01/05/2023	Regular	0.00	25,173.48	22461
VN001058	DIANA YOUNGERMAN	01/05/2023	Regular	0.00	630.00	22462
VN000187	DIGITAL FRINGE INC	01/05/2023	Regular	0.00	589.93	22463
VN000196	DOWNTOWN DAYTON PARTNERSHIP	01/05/2023	Regular	0.00	1,000.00	22464
VN000224	FIDELITY NATIONAL INFO SERVICE INC	01/05/2023	Regular	0.00	592.81	22465
VN000238	FUJITEC AMERICA INC	01/05/2023	Regular	0.00	82.40	22466
VN001889	GIRLS AT PLAY LLC	01/05/2023	Regular	0.00	1,450.00	22467
VN001858	GO SUSTAINABLE ENERGY	01/05/2023	Regular	0.00	7,400.00	22468
VN000252	GOLD MEDAL PRODUCTS CO	01/05/2023	Regular	0.00	2,283.85	22469
VN000254	GORDON FOOD SERVICE INC	01/05/2023	Regular	0.00	2,816.04	22470
VN000259	GREATER DAYTON MAYORS & MANAGERS ASSOC	01/05/2023	Regular	0.00	450.00	22471
VN000264	GREG LAUTERBACH	01/05/2023	Regular	0.00	4,600.00	22472
VN001534	HELMIG LIENESCH LLC	01/05/2023	Regular	0.00	3,830.00	22473
VN001652	HEMMELGARN SERVICES INC	01/05/2023	Regular	0.00	860.00	22474
VN000783	IGS VENTURES INC	01/05/2023	Regular	0.00	7,527.54	22475
VN001861	J SQUARED OUTDOOR	01/05/2023	Regular	0.00	22,217.97	22476
VN001746	JAMIES TIRE & SERVICE	01/05/2023	Regular	0.00	1,430.19	22477
VN000305	JEFFERSON REGIONAL WATER	01/05/2023	Regular	0.00	97.02	22478
VN001207	JOSH KOENIG	01/05/2023	Regular	0.00	3,900.00	22479
VN001288	KENDALL ELECTRIC INC	01/05/2023	Regular	0.00	523.18	22480
VN000342	KORRECT PLUMBING CO., INC	01/05/2023	Regular	0.00	186.50	22481
VN000366	LSC COMMUNICATIONS INC	01/05/2023	Regular	0.00	93.50	22482
VN000757	MANSFIELD OIL COMPANY OF GAINESVILLE INC	01/05/2023	Regular	0.00	6,434.96	22483
VN000378	MARTIN MARIETTA MATERIALS	01/05/2023	Regular	0.00	2,848.95	22484
VN000379	MAS PRODUCTION AG SERVICES LLC	01/05/2023	Regular	0.00	1,235.00	22485
VN001082	MATTHEW BRUN ENTERPRISES INC	01/05/2023	Regular	0.00	1,218.00	22486
VN000389	MECHANICAL SERVICES & DESIGN INC	01/05/2023	Regular	0.00	3,712.66	22487
VN000400	MIAMI VALLEY AUDIO LTD	01/05/2023	Regular	0.00	105.00	22488

## Board Check Report

Date Range: 01/01/2023 - 01/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VN001226	MIAMI VALLEY PUBLIC MEDIA INC	01/05/2023	Regular	0.00	1,088.00	22489
VN000411	MIDWEST PARENTING PUBLICATIONS	01/05/2023	Regular	0.00	400.00	22490
VN000453	OCCUPATIONAL HEALTH CNTRS OF OH PA CO	01/05/2023	Regular	0.00	822.00	22491
VN000459	OHIO VALLEY INTEGRATION SERVICES INC	01/05/2023	Regular	0.00	2,940.00	22492
VN001755	OREGON PRINTING COMMUNICATIONS	01/05/2023	Regular	0.00	566.13	22493
VN000463	ORKIN EXTERMINATING CO	01/05/2023	Regular	0.00	53.00	22494
VN000466	P & R COMMUNICATIONS SERVICE INC	01/05/2023	Regular	0.00	4,050.00	22495
VN000470	PARTECH INC	01/05/2023	Regular	0.00	28,062.25	22496
VN000480	PITNEY BOWES BANK INC	01/05/2023	Regular	0.00	2,015.00	22497
VN000499	R D HOLDER OIL INC	01/05/2023	Regular	0.00	919.84	22498
VN001876	REISELT'S MACHINE WORKS	01/05/2023	Regular	0.00	4,500.00	22499
VN000512	RIEDEL SHOES INC	01/05/2023	Regular	0.00	1,496.00	22500
VN000529	RUMPKE OF OHIO INC	01/05/2023	Regular	0.00	81.50	22501
VN001310	RYAN MILLER	01/05/2023	Regular	0.00	210.00	22502
VN000784	SHAWN HARRIS	01/05/2023	Regular	0.00	370.00	22503
VN001728	SILVER SPUR WESTERN STORE LLC	01/05/2023	Regular	0.00	150.00	22504
VN000560	SOUTHWEST REGIONAL WATER DISTRICT	01/05/2023	Regular	0.00	20.19	22505
VN000569	STAPLES CONTRACT & COMMERCIAL INC	01/05/2023	Regular	0.00	1,132.31	22506
VN000581	SUBURBAN PROPANE A/R CTR	01/05/2023	Regular	0.00	7,453.30	22507
VN000968	THE STORY MILL	01/05/2023	Regular	0.00	300.00	22508
VN000644	US BANK	01/05/2023	Regular	0.00	3,359.34	22509
VN000645	US FOOD INC	01/05/2023	Regular	0.00	1,176.56	22510
VN000652	VERIZON WIRELESS	01/05/2023	Regular	0.00	1,697.24	22511
VN000664	WAGNER-MEINERT LLC	01/05/2023	Regular	0.00	3,303.00	22512
VN000680	WILLIAM JONES TRUST	01/05/2023	Regular	0.00	1,250.00	22513
VN000687	WRIGHT EXPRESS FINANCIAL SERVICE CORP	01/05/2023	Regular	0.00	10,191.92	22514
VN001627	AES OHIO	01/12/2023	Regular	0.00	4,240.65	22515
VN000044	AT&T SERVICES INC	01/12/2023	Regular	0.00	136.57	22516
VN001266	BROWN PEST CONTROL INC	01/12/2023	Regular	0.00	132.00	22517
VN001852	CHARLES JERGENS CONSTRUCTION	01/12/2023	Regular	0.00	295,086.00	22518
VN000130	COCA-COLA BOTTLING CO CONSOLIDATED	01/12/2023	Regular	0.00	547.50	22519
VN001800	CULLIGAN OF FAIRBORN	01/12/2023	Regular	0.00	2.90	22520
VN000151	DAILY COURT REPORTER	01/12/2023	Regular	0.00	611.85	22521
VN000172	DAYTON OFFICE PROPERTIES	01/12/2023	Regular	0.00	5,074.82	22522
VN001509	DEHAAI INDUSTRIAL	01/12/2023	Regular	0.00	69.34	22523
VN000199	DUKE ENERGY	01/12/2023	Regular	0.00	41.10	22524
VN001050	ENTERPRISE ROOFING & SHEET METAL CO	01/12/2023	Regular	0.00	1,813.50	22525
VN000223	FERRELLGAS, INC.	01/12/2023	Regular	0.00	934.22	22526
VN000238	FUJITEC AMERICA INC	01/12/2023	Regular	0.00	82.40	22527
VN000262	GREENE COUNTY SANITARY ENGINEERING DEPT	01/12/2023	Regular	0.00	123.25	22528
VN001863	GWIN'S STEAM CLEANING INC	01/12/2023	Regular	0.00	1,032.00	22529
VN001897	HERMAN JARBOE	01/12/2023	Regular	0.00	50.00	22530
VN001833	HR&A ADVISORS INC	01/12/2023	Regular	0.00	13,400.00	22531
VN001299	INTEGRITY SERVICE GROUP	01/12/2023	Regular	0.00	14,144.66	22532
VN001746	JAMIES TIRE & SERVICE	01/12/2023	Regular	0.00	2,464.53	22533
VN001899	JENNIFER BUNKER	01/12/2023	Regular	0.00	80.00	22534
VN000342	KORRECT PLUMBING CO., INC	01/12/2023	Regular	0.00	412.45	22535
VN000757	MANSFIELD OIL COMPANY OF GAINESVILLE INC	01/12/2023	Regular	0.00	2,946.28	22536
VN000389	MECHANICAL SERVICES & DESIGN INC	01/12/2023	Regular	0.00	205.00	22537
VN001896	MEGAN FAGAN	01/12/2023	Regular	0.00	3.00	22538
VN000732	MIKE O'SHELL	01/12/2023	Regular	0.00	4,130.00	22539
VN000413	MIKE SEDMAK	01/12/2023	Regular	0.00	75.00	22540
VN000417	MNJ TECHNOLOGIES DIRECT INC	01/12/2023	Regular	0.00	4,377.55	22541
VN000438	NEIL FLOREK	01/12/2023	Regular	0.00	75.00	22542
VN000453	OCCUPATIONAL HEALTH CNTRS OF OH PA CO	01/12/2023	Regular	0.00	254.00	22543
VN001871	OHIO MACHINERY CO	01/12/2023	Regular	0.00	7,770.83	22544
VN000494	PUBLIC ENTITIES POOL OF OHIO	01/12/2023	Regular	0.00	254,875.00	22545
VN000505	RAY AND DEBBIE JOHNSON	01/12/2023	Regular	0.00	75.00	22546
VN001281	ROBY SERVICES LTD	01/12/2023	Regular	0.00	378.42	22547
VN001894	ROSE PLUMMER	01/12/2023	Regular	0.00	8.00	22548
VN000529	RUMPKE OF OHIO INC	01/12/2023	Regular	0.00	6,188.22	22549

## Board Check Report

Date Range: 01/01/2023 - 01/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VN001898	RUSSELL SHETLER	01/12/2023	Regular	0.00	50.00	22550
VN001900	SALLY STRUTHERS	01/12/2023	Regular	0.00	200.00	22551
VN000948	SISTERS OF THE PRECIOUS BLOOD	01/12/2023	Regular	0.00	3,000.00	22552
VN001895	SONAREI HAMMOND	01/12/2023	Regular	0.00	9.00	22553
VN000569	STAPLES CONTRACT & COMMERCIAL INC	01/12/2023	Regular	0.00	1,409.45	22554
VN000581	SUBURBAN PROPANE A/R CTR	01/12/2023	Regular	0.00	2,476.24	22555
VN000626	TREASURER OF STATE OF OHIO	01/12/2023	Regular	0.00	123.00	22556
VN000848	TREASURER STATE OF OHIO	01/12/2023	Regular	0.00	2,745.51	22557
VN000636	ULINE INC	01/12/2023	Regular	0.00	2,006.45	22558
VN000654	VICTOR L THOMAS	01/12/2023	Regular	0.00	100.00	22559
VN000680	WILLIAM JONES TRUST	01/12/2023	Regular	0.00	1,250.00	22560
VN001905	MEDICAL MUTUAL OF OHIO	01/18/2023	Regular	0.00	5,633.68	22561
VN001817	AARON TRINCADO	01/19/2023	Regular	0.00	-50.00	22562
VN001817	AARON TRINCADO	01/19/2023	Regular	0.00	50.00	22562
VN001627	AES OHIO	01/19/2023	Regular	0.00	1,596.85	22563
VN000858	APPLIED MECHANICAL SYSTEMS INC	01/19/2023	Regular	0.00	1,275.00	22564
VN000042	ARTX INC	01/19/2023	Regular	0.00	100.00	22565
VN000072	BREAKFIRE INC	01/19/2023	Regular	0.00	673.00	22566
VN000105	CHAPEL ELECTRIC COMPANY	01/19/2023	Regular	0.00	199.47	22567
VN000109	CHICAGO TITLE INS CO	01/19/2023	Regular	0.00	51.50	22568
VN000113	CINTAS CORPORATION	01/19/2023	Regular	0.00	627.10	22569
VN000120	CITY OF DAYTON WATER & SEWER BILL	01/19/2023	Regular	0.00	50.00	22570
VN000122	CITY OF HUBER HEIGHTS	01/19/2023	Regular	0.00	192.75	22571
VN000816	COPOCK CHIROPRACTIC	01/19/2023	Regular	0.00	260.00	22572
VN001800	CULLIGAN OF FAIRBORN	01/19/2023	Regular	0.00	86.50	22573
VN001708	D N D UNIFORMS INC	01/19/2023	Regular	0.00	470.00	22574
VN000172	DAYTON OFFICE PROPERTIES	01/19/2023	Regular	0.00	25,173.48	22575
VN000209	EMERGE INC	01/19/2023	Regular	0.00	5,000.00	22576
VN001205	EMILY SPICER	01/19/2023	Regular	0.00	50.00	22577
VN000904	ENVIROSCIENCE INC	01/19/2023	Regular	0.00	2,434.00	22578
VN000224	FIDELITY NATIONAL INFO SERVICE INC	01/19/2023	Regular	0.00	2,736.06	22579
VN000252	GOLD MEDAL PRODUCTS CO	01/19/2023	Regular	0.00	501.50	22580
VN000254	GORDON FOOD SERVICE INC	01/19/2023	Regular	0.00	512.78	22581
VN000256	GOVERNMENTJOBS COM INC	01/19/2023	Regular	0.00	31,238.73	22582
VN001746	JAMIES TIRE & SERVICE	01/19/2023	Regular	0.00	855.12	22583
VN000305	JEFFERSON REGIONAL WATER	01/19/2023	Regular	0.00	390.75	22584
VN001221	JONATHAN HAMILTON MUSIC	01/19/2023	Regular	0.00	50.00	22585
VN001904	LASER TECHNOLOGY INC	01/19/2023	Regular	0.00	746.50	22586
VN000370	MAD SCIENTIST & ASSOCIATES LLC	01/19/2023	Regular	0.00	3,107.75	22587
VN000757	MANSFIELD OIL COMPANY OF GAINESVILLE INC	01/19/2023	Regular	0.00	3,590.72	22588
VN000389	MECHANICAL SERVICES & DESIGN INC	01/19/2023	Regular	0.00	789.11	22589
VN000453	OCCUPATIONAL HEALTH CNTRS OF OH PA CO	01/19/2023	Regular	0.00	177.00	22590
VN000454	OHIO ASSOCIATION OF CHIEFS OF POLICE	01/19/2023	Regular	0.00	370.00	22591
VN000459	OHIO VALLEY INTEGRATION SERVICES INC	01/19/2023	Regular	0.00	197.50	22592
VN000463	ORKIN EXTERMINATING CO	01/19/2023	Regular	0.00	53.00	22593
VN000463	ORKIN EXTERMINATING CO	01/19/2023	Regular	0.00	93.00	22594
VN000471	PARTY PLEASERS	01/19/2023	Regular	0.00	695.00	22595
VN001796	RIECK SERVICES LLC	01/19/2023	Regular	0.00	2,520.00	22596
VN001281	ROBY SERVICES LTD	01/19/2023	Regular	0.00	216.82	22597
VN001310	RYAN MILLER	01/19/2023	Regular	0.00	210.00	22598
VN000569	STAPLES CONTRACT & COMMERCIAL INC	01/19/2023	Regular	0.00	739.98	22599
VN001554	STERLING VOLUNTEERS	01/19/2023	Regular	0.00	263.80	22600
VN000581	SUBURBAN PROPANE A/R CTR	01/19/2023	Regular	0.00	1,937.01	22601
VN000596	THOMAS GABEL	01/19/2023	Regular	0.00	450.00	22602
VN000599	THOMPSON HINE LLP	01/19/2023	Regular	0.00	2,608.20	22603
VN000645	US FOOD INC	01/19/2023	Regular	0.00	907.31	22604
VN000099	CASS INFORMATION SYSTEMS	01/09/2023	EFT	0.00	6,485.99	51278
VN000111	CINCINNATI BELL DBA ALTA FIBER	01/09/2023	EFT	0.00	1,040.80	51279
VN001556	NAVIA BENEFIT SOLUTIONS	01/09/2023	EFT	0.00	100.00	51280
VN000903	PNC BANK N A	01/09/2023	EFT	0.00	809.08	51281
VN001703	WEX HEALTH INC	01/09/2023	EFT	0.00	94.50	51282



Board Check Report

Date Range: 01/01/2023 - 01/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VN001703	WEX HEALTH INC	01/17/2023	EFT	0.00	94.50	51289
VN000226	FIFTH THIRD BANK	01/18/2023	EFT	0.00	49,778.08	51290
VN001883	CANTO INC	01/23/2023	EFT	0.00	12,750.00	51294
VN000099	CASS INFORMATION SYSTEMS	01/23/2023	EFT	0.00	3,918.98	51295
VN001269	TRAILHEAD LABS INC	01/23/2023	EFT	0.00	3,500.00	51296
VN001336	JEFFERSON HEALTH PLAN	01/27/2023	EFT	0.00	197,369.20	51302

Bank Code AP PNC Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	355	169	0.00	987,398.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-50.00
Bank Drafts	0	0	0.00	0.00
EFT's	12	11	0.00	275,941.13
	<b>367</b>	<b>182</b>	<b>0.00</b>	<b>1,263,289.13</b>

Board Check Report

Date Range: 01/01/2023 - 01/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: PR Payables-Payroll Payables</b>						
VN000697	CCA - DIVISION OF TAXATION	01/24/2023	Regular	0.00	383.45	22605
VN000692	CITY OF CENTERVILLE	01/24/2023	Regular	0.00	635.95	22606
VN000121	CITY OF ENGLEWOOD	01/24/2023	Regular	0.00	198.47	22607
VN000825	CITY OF MIAMISBURG	01/24/2023	Regular	0.00	583.83	22608
VN000700	CITY OF MIDDLETOWN	01/24/2023	Regular	0.00	155.17	22609
VN000875	CITY OF OAKWOOD	01/24/2023	Regular	0.00	154.28	22610
VN000750	CITY OF SPRINGBORO	01/24/2023	Regular	0.00	148.25	22611
VN000710	CITY OF TIPP CITY	01/24/2023	Regular	0.00	58.75	22612
VN000751	CITY OF TROTWOOD	01/24/2023	Regular	0.00	233.72	22613
VN000712	CITY OF TROY	01/24/2023	Regular	0.00	62.18	22614
VN000741	CITY OF VANDALIA	01/24/2023	Regular	0.00	998.75	22615
VN000752	CITY OF WEST CARROLLTON	01/24/2023	Regular	0.00	148.94	22616
VN000703	OHIO SCHOOL DISTRICT INCOME TAX OFFICE	01/24/2023	Regular	0.00	1,733.18	22617
	**Void**	01/24/2023	Regular	0.00	0.00	22618
	**Void**	01/24/2023	Regular	0.00	0.00	22619
VN000705	REGIONAL INCOME TAX AGENCY	01/24/2023	Regular	0.00	508.79	22620
VN001763	VILLAGE OF LEWISBURG	01/24/2023	Regular	0.00	84.75	22621
VN000701	VILLAGE OF NEW LEBANON	01/24/2023	Regular	0.00	49.83	22622
VN000759	AFSCME COUNCIL 8 L101	01/13/2023	EFT	0.00	688.48	51283
VN000814	FIVE RIVERS METROPARKS FOUNDATION	01/13/2023	EFT	0.00	67.00	51284
VN000761	FRATERNAL ORDER OF POLICE	01/13/2023	EFT	0.00	1,224.16	51285
VN000768	OHIO DEFERRED COMPENSATION	01/13/2023	EFT	0.00	13,726.84	51286
VN000763	UNITED WAY OF THE GREATER DAYTON AREA	01/13/2023	EFT	0.00	27.00	51287
VN000764	YMCA OF GREATER DAYTON	01/13/2023	EFT	0.00	444.37	51288
VN000225	FIDELITY SECURITY LIFE INSURANCE CO	01/18/2023	EFT	0.00	1,143.43	51291
VN000695	JP MORGAN CHASE BANK NA (ACH)	01/18/2023	EFT	0.00	211,147.23	51292
VN001043	STANDARD INSURANCE COMPANY	01/18/2023	EFT	0.00	4,604.93	51293
VN000759	AFSCME COUNCIL 8 L101	01/27/2023	EFT	0.00	688.48	51297
VN000814	FIVE RIVERS METROPARKS FOUNDATION	01/27/2023	EFT	0.00	67.00	51298
VN000768	OHIO DEFERRED COMPENSATION	01/27/2023	EFT	0.00	13,726.84	51299
VN000763	UNITED WAY OF THE GREATER DAYTON AREA	01/27/2023	EFT	0.00	27.00	51300
VN000764	YMCA OF GREATER DAYTON	01/27/2023	EFT	0.00	446.41	51301
VN001664	HEALTHQUITY INC	01/13/2023	Bank Draft	0.00	9,659.13	DFT0001381
VN000767	OHIO CHILD SUPPORT PAYMENT CENTRAL	01/13/2023	Bank Draft	0.00	1,303.81	DFT0001382
VN000123	CITY OF KETTERING	01/13/2023	Bank Draft	0.00	599.19	DFT0001383
VN000745	CITY OF DAYTON	01/13/2023	Bank Draft	0.00	3,720.73	DFT0001384
VN000773	DEPARTMENT OF THE TREASURY	01/13/2023	Bank Draft	0.00	11,957.94	DFT0001385
VN000773	DEPARTMENT OF THE TREASURY	01/13/2023	Bank Draft	0.00	28,506.03	DFT0001386
VN000748	CITY OF HUBER HEIGHTS	01/13/2023	Bank Draft	0.00	698.01	DFT0001387
VN000620	OHIO DEPARTMENT OF TAXATION	01/13/2023	Bank Draft	0.00	8,680.57	DFT0001388
VN000773	DEPARTMENT OF THE TREASURY	01/13/2023	Bank Draft	0.00	26.08	DFT0001391
VN000773	DEPARTMENT OF THE TREASURY	01/13/2023	Bank Draft	0.00	109.99	DFT0001392
VN000748	CITY OF HUBER HEIGHTS	01/13/2023	Bank Draft	0.00	2.62	DFT0001393
VN000620	OHIO DEPARTMENT OF TAXATION	01/13/2023	Bank Draft	0.00	31.51	DFT0001394
VN001664	HEALTHQUITY INC	01/27/2023	Bank Draft	0.00	9,593.74	DFT0001395
VN000767	OHIO CHILD SUPPORT PAYMENT CENTRAL	01/27/2023	Bank Draft	0.00	1,433.06	DFT0001396
VN000123	CITY OF KETTERING	01/27/2023	Bank Draft	0.00	621.17	DFT0001397
VN000745	CITY OF DAYTON	01/27/2023	Bank Draft	0.00	3,808.75	DFT0001398
VN000773	DEPARTMENT OF THE TREASURY	01/27/2023	Bank Draft	0.00	11,998.18	DFT0001399
VN000773	DEPARTMENT OF THE TREASURY	01/27/2023	Bank Draft	0.00	28,438.93	DFT0001400
VN000748	CITY OF HUBER HEIGHTS	01/27/2023	Bank Draft	0.00	610.62	DFT0001401

**Board Check Report**

**Date Range: 01/01/2023 - 01/31/2023**

<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Payment Date</b>	<b>Payment Type</b>	<b>Discount Amount</b>	<b>Payment Amount</b>	<b>Number</b>
VN000620	OHIO DEPARTMENT OF TAXATION	01/27/2023	Bank Draft	0.00	8,696.01	DFT0001402

**Bank Code PR Payables Summary**

<b>Payment Type</b>	<b>Payable Count</b>	<b>Payment Count</b>	<b>Discount</b>	<b>Payment</b>
Regular Checks	86	16	0.00	6,138.29
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	20	20	0.00	130,496.07
EFT's	37	14	0.00	248,029.17
	<b>143</b>	<b>52</b>	<b>0.00</b>	<b>384,663.53</b>

## All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	441	185	0.00	993,536.29
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-50.00
Bank Drafts	20	20	0.00	130,496.07
EFT's	49	25	0.00	523,970.30
	<b>510</b>	<b>234</b>	<b>0.00</b>	<b>1,647,952.66</b>

## Fund Summary

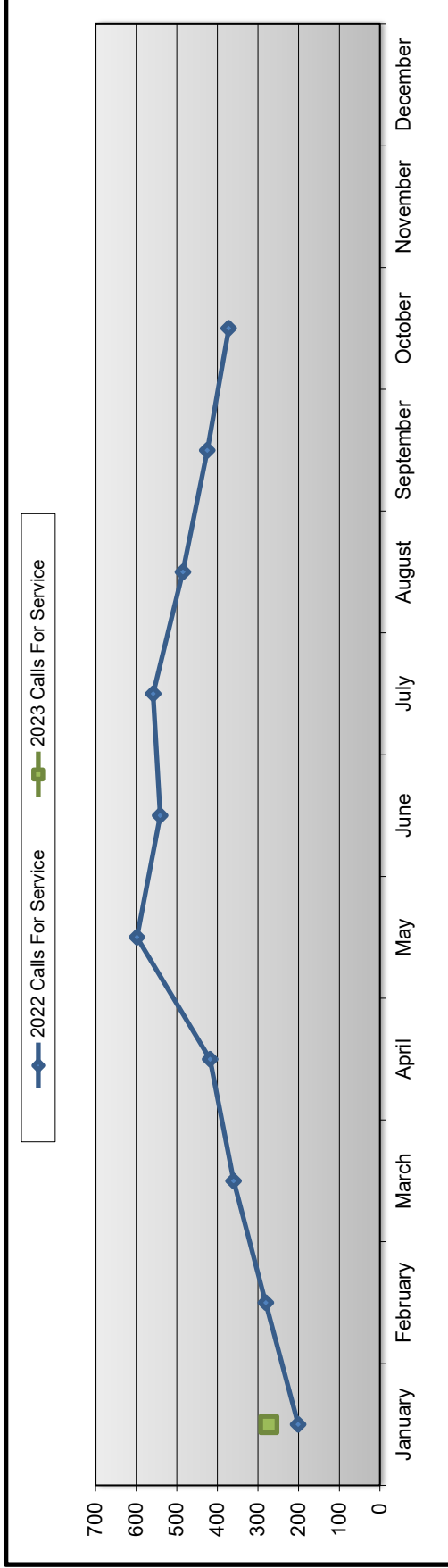
Fund	Name	Period	Amount
99	Pool Cash fund	1/2023	1,647,952.66
			<b>1,647,952.66</b>



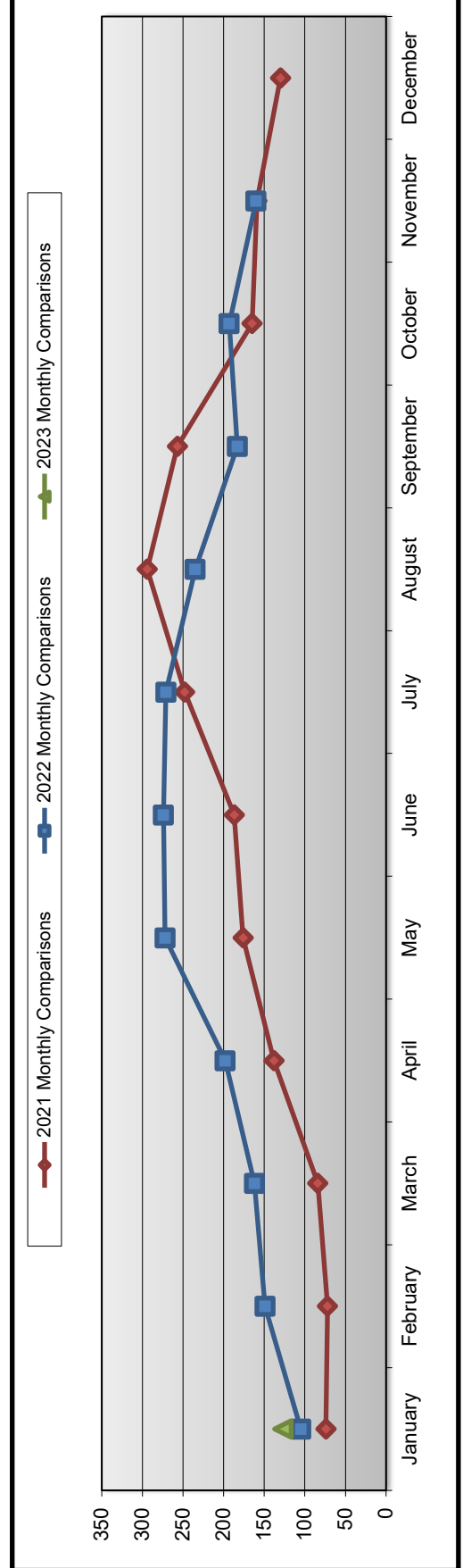
**2023 Activity Report  
Six Month Comparison**



	January 2023		February 2023		March 2023		April 2023		May 2023		June 2023	
	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023
Alarm Burglar/Fire	29	45	59	42	40	76	57	45				
Buildings Unsecured	2	4	5	6	7	6	3	4				
Animal Complaints	5	8	9	5	11	14	18	8				
Assaults						2	2	0				
Breaking & Entering								0				
Death Investigations												
Accidental Death								0				
Drowning								0				
Found Body/Other Death								0				
Homicide								0				
Overdose Death						1	1	0				
Disorderly Conduct				2	3	2	3	0				
Driving Under The Influence	2	1	3		4	1	1	1				
Drug Abuse-Felony					2	1	1	0				
Drug Abuse-Minor	1	1	1	2	3	12	5	0				
Dumping Complaints	1	3	1	5	2	1	3	3				
Fires								0				
Information/Misc Reports	2	2	5	3	4	10	7	2				
Injuries / Medic	2	2	1	1	1	2	6	2				
Juvenile Complaints	1	1			1	2	5	1				
Motor Vehicle Accidents	2	1	1	1	3	4	5	0				
Physical Arrests	4	7	9	3	17	12	10	7				
Public Indecency		1						1				
Receiving Stolen Property		1						1				
Recovered Stolen Property			1			2	1	0				
Robbery								0				
Sex Offenses						1	1	0				
Suicide								0				
Suicide Threat/Attempt								0				
Thefts	1	3	2	2	1	4	1	0				
Traffic / Criminal Citations	39	33	32	3	3	7	9	3				
Traffic / Criminal Warnings		1	6	71	63	81	89	33				
Vandalism/Criminal Damage	3	3	2	4	4	6	7	1				
Vehicles Towed	8	8	9	11	8	10	8	3				
Warrant Arrests	3	4	1		9	4	3	4				
Watercraft Accidents								0				
Weapons Offenses			2	1	1	1	1	0				
<b>Totals</b>	<b>105</b>	<b>127</b>	<b>149</b>	<b>162</b>	<b>198</b>	<b>272</b>	<b>247</b>	<b>127</b>				



Month	2022 Calls For Service	2023 Calls For Service
January	201	273
February	281	
March	360	
April	418	
May	598	
June	541	
July	558	
August	485	
September	425	
October	372	
November		
December		



Month	2021 Monthly Comparisons	2022 Monthly Comparisons	2023 Monthly Comparisons
January	74	100	100
February	72	150	
March	84	200	
April	138	250	
May	176	300	
June	187	250	
July	248	250	
August	294	250	
September	257	200	
October	165	150	
November	159	100	
December	130	50	

Resolution No 23-006 - Authorizing budget appropriation adjustments by transfer as indicated on the two attachments and made a part hereof.

WHEREAS, Ohio Revised Code Section 5705.40 – Amending or supplementing appropriations – transfer – unencumbered balance – appropriation for contingencies gives the Board of Park Commissioners of Five Rivers MetroParks the authority to make such appropriation amendments by transfer; and,

WHEREAS, the appropriation transfer requests attached are submitted by functional areas and have been reviewed by the Chief of Administration/Treasurer and CEO; and,

WHEREAS, the listing of appropriation amendments, increases, and transfers are attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the Board of Park Commissioners of Five Rivers MetroParks that the appropriation amendments by transfer as indicated on the two attachments and made a part here of are hereby approved.

Ayes 3

Nays 0

Approved and adopted this 10<sup>th</sup> day of February 2023.

THE BOARD OF PARK COMMISSIONERS  
FIVE RIVERS METROPARKS

Karen Davis

Jessica Salerni

Van A. Smith

Attest: Rebecca A. Benna

**10 GENERAL FUND APPROPRIATION ADJUSTMENTS/TRANSFERS**

<b>Obj1</b>	<b>Obj1 Desc</b>	<b>Before</b>	<b>Adjustment</b>	<b>After</b>
30 Total	Charges for Services	-14,100.00	-9,000.00	-23,100.00
40 Total	Miscellaneous	0.00	-15,000.00	-15,000.00
50 Total	Salaries and Benefits	201,622.00	-6,000.00	195,622.00
60 Total	Supplies & Operating Expenses	81,748.00	16,500.00	98,248.00
70 Total	Contracts & Operating Services	16,290.00	7,500.00	23,790.00
90 Total	Capital Outlays	210,000.00	-194,000.00	16,000.00
95 Total	Transfers Out	0.00	200,000.00	200,000.00
<b>10 General Fund Appropriations/Transfers Total</b>		<b>495,560.00</b>	<b>0.00</b>	<b>495,560.00</b>

**30 STATE & LOCAL GRANT FUND APPROPRIATION ADJUSTMENTS**

90 Total	Capital Outlays	0.00	2,702.42	2,702.42
<b>30 State &amp; Local Grant Fund Appropriation Adjustment Total</b>		<b>0.00</b>	<b>2,702.42</b>	<b>2,702.42</b>

**35 FEDERAL GRANT FUND APPROPRIATION ADJUSTMENTS/TRANSFERS**

48 Total	Revenue Transfers	0.00	-40,000.00	-40,000.00
90 Total	Capital Outlays	0.00	40,000.00	40,000.00
<b>35 Federal Grant Fund Appropriation Adjustment Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**40 CAPITAL FUND APPROPRIATION ADJUSTMENTS/TRANFERS**

48 Total	Revenue Transfers	0.00	-160,000.00	-160,000.00
90 Total	Capital Outlays	31,888.48	160,000.00	191,888.48
<b>40 Capital Fund Appropriation Adjustment Total</b>		<b>31,888.48</b>	<b>0.00</b>	<b>31,888.48</b>
<b>Grant Total</b>		<b>527,448.48</b>	<b>2,702.42</b>	<b>530,150.90</b>



<b>Fund</b>	<b>Obj1</b>	<b>Obj1 Desc</b>	<b>Debits</b>	<b>Credits</b>
10 General Fund	95	Transfers Out	100,000.00	
10 General Fund	95	Transfers Out	60,000.00	
10 General Fund	95	Transfers Out	40,000.00	
40 Captial Fund	48	Revenue Transfers		100,000.00
40 Captial Fund	48	Revenue Transfers		60,000.00
40 Captial Fund	48	Revenue Transfers		40,000.00
<b>Grand Total</b>			<b>200,000.00</b>	<b>200,000.00</b>

Resolution No. 23-007

Relative to authorizing contracting authority.

Whereas

Five Rivers MetroParks will advertise and solicit bids in accordance with the Ohio Revised Code; and

Whereas

the Ohio Revised Code 307.92 defines a contracting authority;

Now, Therefore Be It Resolved

effective February 10, 2023, all previous authority is revoked and the Chief Executive Officer or his/her designee is authorized to serve as the contracting authority for and in the name of Five Rivers MetroParks and in such capacity to approve bidding of capital projects, services and goods included in the approved budget of Five Rivers MetroParks subject to the final approval of the Board of Park Commissioners as to the appropriation of funds and the award of contract.

Ayes 3

Nays 0

Approved and adopted this 10th day of February 2023.  
Board of Park Commissioners

Karen Davis  
Jessica Salem  
Wm A. Smith

Attest:

Roberta A. Benna

**Resolution No. 23-008 Relative to establishing an Investment Policy for Five Rivers MetroParks.**

**WHEREAS:** The Board of Park Commissioners (the "Board") appointed a Treasurer on October 9, 2017, with Resolution No 17-037, and

**WHEREAS** that Resolution gave the Chief of Administration/Treasurer (the "Treasurer") the authority to manage the accounts of the Board, and

**WHEREAS:** the Board adopted Resolution No 17-043 establishing an Investment Policy for Five Rivers MetroParks, and

**NOW THEREFORE BE IT RESOLVED:** by the Board that the following Investment Policy shall be the official policy of Five Rivers MetroParks; and

**NOW THEREFORE BE IT FURTHER RESOLVED:** by the Board of Five Rivers MetroParks that this Investment Policy Statement shall take effect from and after passage of this resolution by the Board and that any resolution in conflict with this resolution be and hereby are amended.

**STATEMENT OF POLICY INVESTMENTS**

It is the policy of Five Rivers MetroParks (FRMP) to invest funds in a manner which will provide maximum security with highest interest returns, while meeting the daily cash flow demands of the entity and conforming to all federal, state, and local statutes governing the investment of public funds.

**ELIGIBILITY/SCOPE**

All financial assets held or controlled by FRMP not otherwise classified as restricted assets requiring separate investing, shall be identified as "general operating funds" of FRMP for purpose of this policy and shall be invested under the guidelines as set forth. The guidelines provided herein are the general operating procedures. There are times when exceptions to the policy may be made by the Chief of Administration/Treasurer on a case-by-case basis, with the approval of the Investment Committee.

It is the intent of this policy to provide the agency's Chief of Administration/Treasurer sufficient latitude to effectively manage FRMP financial assets so as to maximize security with the best possible return on assets. In an effort to accomplish the aforementioned, this policy identifies various portfolio parameters addressing investment instruments and issuer diversifications, maturity constraints, investment ratings and liquidity.

Special Revenue Funds included in this Policy are:

- Wetland Mitigation Bank Fund
- RiverScape Replacement Reserve Fund
- RiverScape RiverRun Debris Removal Fund
- Law Enforcement Drug Fine Fund
- Law Enforcement Federal Equitable Sharing Fund
- Law Enforcement State Forfeitures Fund
- Any new fund created by FRMP unless specifically exempted

**AUTHORITY**

In accordance with [Section 135 of the Ohio Revised Code \(ORC\)](#), the responsibility for administering the investment program of FRMP lies with the Chief of Administration/Treasurer or designee. It shall be the Chief of Administration/Treasurer's responsibility to provide the proper internal controls, acquisition, safekeeping, and disposal of and recording for all investment assets held or controlled by FRMP. No person may engage in any investment transaction with FRMP or funds held in a Trust relationship by FRMP, except as authorized by the Chief of Administration/Treasurer or designee.

## POLICY PROVISIONS

### SAFETY

The foremost objective of FRMP's investment activity is the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses or individual securities do not exceed the income generated from the remainder of the portfolio.

### LIQUIDITY

The maturity schedule of the agency's portfolio will provide sufficient liquidity to meet the budgeted operating and capital requirements and to meet other cash requirements which might reasonably be expected. Guidelines for maturities are set out in [ORC 135](#).

### RETURN ON INVESTMENTS

The agency's portfolio shall be designed to attain a market rate of return throughout budgetary and economic cycles, taking into account investment risk constraints and the cash flow characteristics of the portfolio. It is recognized that due to the maximum security requirement, the return may be lower.

### AUTHORIZED INVESTMENT

FRMP is empowered to invest only in eligible securities as defined by [ORC 135](#) and as approved by the Board.

No investment shall be for a term to exceed five years from date of purchase and generally include the following:

- U.S. Treasury Bills, Bonds or Notes
- U.S. Government Agencies Bonds or Notes
- Certificates of Deposit in eligible institutions applying for active or interim money
- Bonds and other obligations of this State
- State Treasury Asset Reserve of Ohio, STAR OHIO, as described in [ORC 135.45](#).
- STAR Plus, as described in [ORC 135.145](#) and [135.354](#).
- No load money market mutual funds, consisting exclusively of obligations described in (a) or (b) of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this section are made only through eligible institutions mentioned in [ORC 135.03](#).
- Municipal Investment Security Bond Program.
- Bank accounts with financial institutions where FRMP has depository contracts.

### COLLATERALIZATION

Collateralization will be required on investments.

The agency chooses to limit the collateral to eligible securities with the related valuations as indicated.

In the case of a single pool of eligible securities, as defined in [ORC 135.181\(B\)](#), in order to anticipate market changes and provide security for all funds, the collateralization level will be one hundred five percent of valuation.

In the case of securities used as collateral not in a pool, [ORC 135.18\(B\)](#), the collateralization level will be one hundred five percent of valuation of the uninsured assets.

Collateral will always be held by an independent third party suitable to the agency.

Quarterly collateral reports will be required from public depositories in sufficient detail to establish suitable collateralization, as required by the agency.

PRUDENT PERSON RULE - Investments made on behalf of FRMP will be made in accordance with the "Prudent Person Rule".

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation but for investment, considering the probable safety of their capital, as well as the probable income to be derived.

#### REPORTING

The Chief of Administration/Treasurer shall provide the Chief Executive Officer timely data as necessary to record and document activity, indicating location of funds, due dates and interest rate being paid.

The Chief of Administration/Treasurer shall submit to the Chief Executive Officer a monthly report summarizing cash activity.

The Chief of Administration/Treasurer shall provide to the Board, internal and external auditors, or Chief Executive Officer, such reports as requested for purposes of reporting, reviewing policy or any other purposes.

#### INVESTMENT COMMITTEE

There is hereby created, the Investment Committee. Such committee will be composed of the Chief Executive Officer, Chief of Administration/Treasurer, and the Board of Park Commission President.

- (a) Meetings – Any member shall have the power to call meetings of the committee.
- (b) Duties and Responsibilities – It shall be the duty and responsibility of the Investment Committee to:
  - 1) Approve the list of qualifying banks and investment sources.
  - 2) Immediately notify the Chief of Administration/Treasurer in the event information comes to their attention that may have an adverse effect upon the security or marketability of any of the investments purchased under the provisions of this Policy.
  - 3) Recommend any amendments to this Policy to the Board.
  - 4) Review the portfolio performance for compliance with this Policy. Advise the Board as to recommendations relative to said portfolio activity/performance.

#### BANK SELECTION

Deposit of agency funds made under the authority of this policy shall be in Qualified Public Depositories, as defined in [ORC 135](#). The Board of Park Commissioners shall, by Resolution, approve Public Depositories.

The Chief of Administration/Treasurer will maintain a list of financial institutions authorized to provide investment services.

Qualified financial institutions must provide the Chief of Administration/Treasurer with:

- Audited financial statements (annually).
- Applications for Deposit of Public Monies (every 5 years).
- Memorandum of Agreement for Deposit of Public Funds (every five years).
- Pledge Report for Pooled Asset or Equivalent (quarterly).
- Other information deemed necessary by the Chief of Administration/Treasurer or Investment Committee.

The Chief of Administration/Treasurer will review the above reports as submitted and continually monitor financial information.

### SAFEKEEPING

All securities purchased by FRMP under this policy shall be properly designated as assets of FRMP and shall be protected through the use of a third-party custodial agent. When possible, the financial institution issuing the security should be the custodial agent.

The Chief of Administration/Treasurer will not take delivery of any security unless approved by the Investment Advisory Committee. The Chief of Administration/Treasurer will maintain valid receipts for all funds held with a custodial agent.

### SECURITY SELECTION PROCESS

When purchasing securities, the Chief of Administration/Treasurer or his designee shall select the security which provides the highest rate of return within the parameters of this policy and given the current objectives and needs of the agency portfolio.

The selections shall be made based on current comparisons of some of the following:

- Current interest rates from eligible banks
- Quotations for U.S. Government securities of comparable duration
- Daily available rate from State Treasury Asset Reserve of Ohio (STAR OHIO)
- Rates available from STAR Plus
- Any other allowable agency, security or source may be quoted

In most situations, the Chief of Administration/Treasurer shall utilize the rate comparisons to select the securities to be purchased or sold. These comparisons should be documented.

### INTERNAL CONTROL

A review of compliance of this policy will be an integral part of the annual audit performed by the Auditor of State or designee. The Chief of Administration/Treasurer shall be bonded to protect the agency against embezzlement and malfeasance.

### RISKS - DIVERSIFICATION

FRMP recognizes that investment risks can result from issuer defaults, market price changes, and changes in credit ratings or other uncontrollable or unpredictable events.

Portfolio diversification, staggered maturities and maturity limitations are employed as primary methods of controlling risks. Investment personnel are expected to display prudence in the selection of securities as a way to minimize default risk. In the event of a default by a specific issuer, the Chief of Administration/Treasurer shall review and, if appropriate, proceed to liquidate securities having comparable credit risks.

With the exception of U.S. Treasury securities and Local Government Investment Pools, no more than fifty (50%) percent of the agency's investment portfolio will be invested in or with a single financial institution, except as follows:

- Star Ohio - Investments are temporary and authorized by [ORC 135.45](#). Investments are secured by U.S. Treasury obligations. Total invested in Star Ohio may not exceed \$10 million.
- STAR Plus – Investments are temporary and authorized by [ORC 135.145](#) and [135.354](#). Investments are secured by FDIC. Total invested in Star Plus may not exceed \$10 million.

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- Concentration Account - This is an operating bank account used for temporary cash balances. Total invested in this bank account may not exceed \$10 million.

ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Investment Committee any material financial interests in financial institutions that conduct business with the agency, and they shall further disclose any large personal financial/investment positions that could be related to performance of the portfolio. Employees and officers shall subordinate their personal investment transactions to those of the agency, particularly with regard to the time of purchases and sales of securities.

INVESTMENT POLICY ADOPTION

The agency's Investment Policy shall be adopted by Resolution of the Board and be effective thereafter. The policy shall be reviewed on a biennial basis by the Investment Committee and revised, as appropriate. Any modifications made thereto must be approved by the Board.

Any investments currently held that do not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies so invested shall be reinvested only as provided for in this policy.

The Chief of Administration/Treasurer may take a sufficient period of time to adjust the existing portfolio to the provisions of the policy, so as not to require premature liquidation of any investment.

Ayes 3

Nays 0

Approved and adopted this 10<sup>th</sup> day of February 2023.

THE BOARD OF PARK COMMISSIONERS  
FIVE RIVERS METROPARKS

Karen Davis

Jessica Salom

Alan C. Munk

Attest:

Robert A. Benne