

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

November 17, 2023

A meeting of the Board of Park Commissioners (BOPC) was held at Five Rivers MetroParks main office, 409 E. Monument Avenue, Dayton, Ohio on November 17, 2023, and convened at 11:03 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 Karen Hesser, Chief of Public Safety Mark Hess, Chief of Philanthropy Alexis Larsen, Acting Chief of Operations Chris Pion, Chief of Planning and Projects Carrie Scarff, Chief of Administration Bill Tschirhart, Director of Outdoor Connections Amy Dingle, Director of Marketing and Public Engagement Shelli DiFranco, Director of Outdoor Connections Amy Dingle, Director of IT Todd Lampley, Finance Manager Nate Sheppard, Executive Assistant Christianna Romer, and Legal Counsel Bob Curry.

**Visitors Present:** None

**Minutes:**

- The BOPC was presented with the minutes of the regular meeting on October 23, 2023. On a motion by Commissioner Salem, the minutes were approved.
- The BOPC was presented with the minutes of the special board meeting – budget work session on October 23, 2023. On a motion by Commissioner Salem, the minutes were approved.

**Financial Reports:**

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

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

**Budget Adjustment Resolution(s):** Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 23-029, authorizing budget adjustments. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-029.

**Capital Improvement Request(s):**

- Chief of Planning and Projects Carrie Scarff requested authorization to award a contract in the amount of \$105,300 to Tree Line Landscape for renovation of the shrub garden pond area, including gazebo removal, new pond edge walls, and mixed plantings to renovate the Shrub Garden Area of Cox Arboretum MetroPark. On a motion by Commissioner Salem, the BOPC approved the request as presented.

**Grant(s):**

- Chief of Philanthropy Alexis Larsen requested approval and adoption of Resolution No. 23-030 to authorize MetroParks' Chief Executive Officer (CEO) to execute and file an application for a \$300,000 Land and Water Conservation Grant through the Ohio Department of Natural Resources for the purpose of replacing the splash pad at Island MetroPark, to enter into any agreements as may be necessary and appropriate to complete the project and to commit to a \$300,000 local match for the \$600,000 project. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-030.

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

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 23-031 to discontinue the Ohio Public Employee Retirement System (OPERS) "pickup" for the Chief Executive Officer (CEO) position. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-031.

**Other Business:**

- Draft 2024 Board of Park Commissioner Meeting Schedule
- Chief of Administration Bill Tschirhart shared a mural that a Southdale Elementary School kindergarten class created following a field trip to Hills & Dales MetroPark.

**Visitor Comments:** None

**Next Board Meeting:**

- The BOPC agreed to hold the next regularly scheduled meeting on Friday, December 15, 2023, at 8:00 a.m. at Cox Arboretum MetroPark. 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 11:22 a.m.

**Approved:**

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President Karen L. Davis

Attest: \_\_\_\_\_