

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

December 15, 2023

A meeting of the Board of Park Commissioners (BOPC) was held at Cox Arboretum MetroPark, 6733 Springboro Pike, Dayton, Ohio on December 15, 2023, and convened at 8:04 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 Amy Dingle, Chief of Administration Bill Tschirhart, Director of Marketing and Public Engagement Shelli DiFranco, Director of IT Todd Lampley, Director of Parks Chris Pion, Regional Manager Joe Morrison, Acting Director of Outdoor Connections Brent Anslinger, Finance Manager Nate Sheppard, Executive Assistant Christianna Romer, and Legal Counsel Bob Curry. Chief of Planning and Projects Carrie Scarff attended the meeting virtually.

Visitors Present: None

Minutes:

- The BOPC was presented with the minutes of the regular meeting on November 17, 2023. On a motion by Commissioner Salem, the minutes were approved.
- The BOPC was presented with the minutes of the special meeting – budget work session on November 17, 2023. On a motion by Commissioner Salem, the minutes were approved.

Financial Reports:

- The BOPC was presented with the November 2023 financial information and list of bills for November 1 – November 30, 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 November 2023.

How Capital Priorities are Established: Chief of Planning and Projects Carrie Scarff virtually presented the BOPC with details on how capital priorities are established by agency leadership.

Budget Adjustment Resolution(s):

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 23-032, authorizing budget adjustments. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-032.

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 23-033, authorizing budget adjustments for transfers from the general fund to grant and capital funds. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-033.

Five Rivers MetroParks Budget Resolution(s):

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 23-034, establishing MetroParks 2024 General Fund Budget. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-034.
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 23-035, establishing MetroParks 2024 Capital and OPWC Fund Budgets. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-035.
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 23-036, establishing MetroParks 2024 Grant Fund Budgets. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-036.
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 23-037, establishing MetroParks 2024 Operations Special Revenue Fund Budgets. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-037.
- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 23-038, establishing MetroParks 2024 Public Safety Special Revenue Fund Budgets. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-038.

Other Resolutions and Request(s):

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 23-039, to authorize MetroParks CEO to request advance payment of tax monies in 2024, pursuant to Ohio Revised Code 321.34. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-039.
- Chief of Administration Bill Tschirhart requested authorization to encumber funds for 2024 Annual Encumbrances with the vendors and the amounts identified on the list provided in the Board information packet. On a motion by Commissioner Salem, the BOPC approved the request as presented.
- Chief of Administration Bill Tschirhart requested authorization to accept a contract renewal and encumber funds with Thompson Hine LLP, for General Legal Services in the amount of \$65,000 in 2024. On a motion by Commissioner Salem, the BOPC approved the request as presented.

Grant(s):

- Acting Chief of Operations Amy Dingle requested approval and adoption of Resolution No. 23-040 to authorize MetroParks' Chief Executive Officer (CEO) to execute and file an application for a \$607,750 Ohio Urban Forestry Grant through the Ohio Department of Natural Resources for the purpose of managing and growing urban forest canopies at Cox Arboretum, Deeds, Eastwood, Island, RiverScape, Sunrise, Wegerzyn, Wesleyan, Possum Creek, and Huffman MetroParks, and to enter into any agreements as may be necessary and appropriate to complete the project. The local match funded by MetroParks is \$0.00. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 23-040.

Other Business:

- Chief of Administration Bill Tschirhart updated the BOPC on legislative issues that MetroParks is following. Ohio H. B. 344 would eliminate replacement levies for political subdivisions. It has been removed from the Senate Budget Bill. Ohio H. B. 187 was passed through the Senate last week and will go to the governor's office next week for signature. H. B. 187 will require the auditor to use three years of home sales to determine property values.
- CEO Karen Hesser facilitated a webinar on December 14 for the American Academy of Park and Recreation Administration. She is chair of the National Gold Medal Awards committee and was asked to do a webinar on the session that she presented in Dallas in November. Ninety-seven people participated.
- Facilities and Equipment Manager Richard Alder will be retiring in January.
- The BOPC and Bob Curry were given a small token of appreciation for their service.
- Legal Counsel Bob Curry provided a reminder that two commissioners meeting to discuss park business is a public meeting and must be advertised and open to the public.
- Commissioner Jessica Salem will be sworn in on Monday for an additional three-year term on the BOPC.

Visitor Comments: None

Next Board Meeting:

- The BOPC agreed to hold the next regularly scheduled meeting on Friday, January 12, 2023, at 1:00 p.m. at Five Rivers MetroParks Main Office, 409 E. Monument Avenue, 3rd Floor. 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 9:04 a.m.

Approved:

President Karen L. Davis

Attest: _____