

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

March 8, 2024

A meeting of the Board of Park Commissioners (BOPC) was held at Five Rivers MetroParks Main Office, 409 E. Monument Avenue, Dayton, Ohio on February 9, 2024, 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 Karen Hesser, Chief of Public Safety Mark Hess, Chief of Philanthropy Alexis Larsen, Acting Chief of Operations Amy Dingle, Chief of Planning & Projects Carrie Scarff, Chief of Administration Bill Tschirhart, Director of Business Operation Nick Borders, Director of Marketing and Public Engagement Shelli DiFranco, Director of IT Todd Lampley, Research/Analysis Manager Amy Forsthoefel, Planning Manager Eric Sauer, 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 February 8, 2024. On a motion by Commissioner Salem, the minutes were approved.
- The BOPC was presented with the minutes of the special meeting – Financial Health Discussion meeting on February 8, 2024. On a motion by Commissioner Salem, the minutes were approved.

**Financial Reports:**

- The BOPC was presented with the February 2024 financial information and list of bills for February 1 – February 29, 2024. 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 \$4,770.42 to the Ohio Department of Natural Resources, Division of Parks & Watercraft, to refund the balance of the 2023 grant not expended during the calendar year. On a motion by Commissioner Salem, the BOPC approved the request, as presented.

**Law Enforcement Activity:**

- Chief of Public Safety Mark Hess presented the Law Enforcement Activity Report for February 2024.
- Research/Analysis Manager Amy Forsthoefel presented the 2023 Activity Report in a new format – the Public Activity Dashboard.

**Budget Adjustment Resolution(s):**

- Chief of Administration Bill Tschirhart requested approval and adoption of Resolution No. 24-009, authorizing budget adjustments. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 24-009.

**Capital Improvement Request(s):**

- Chief of Planning and Projects Carrie Scarff, requested approval and adoption of Resolution No. 24-010, revising Resolution No. 18-020, to approve an increase in the amount of MetroParks local match for the Vandalia – Taylorsville Bike Connector to \$1,192,694.90. On a motion by Commissioner Salem, the BOPC adopted Resolution No. 24-010.

**Other Business:**

- CEO Karen Hesser announced that Bill Tschirhart is attending the National Recreation and Parks Association (NRPA) Revenue Development and Management School at Oglebay in Wheeling, West Virginia, next week where he will finish his term on the Board and be recognized for his 10 years of dedication and commitment.
- CEO Karen Hesser announced that MetroParks will receive \$3.5 million in funds through the 2024 Community Project Funding priorities for RiverScape MetroPark. The funding will repair or replace various elements in the park.
- MetroParks has finalized the 2023 Financial Report to the Ohio Auditor of State. Commissioners will soon receive notification of the pre-audit meeting soon.

**Visitor Comments:** None

**Next Board Meeting(s):**

- The BOPC agreed to hold a special meeting for a Financial Health Discussion immediately following this meeting at Five Rivers MetroParks Main Office in the Executive Conference Room. The BOPC agreed to hold the next regularly scheduled meeting on Wednesday, April 17, 2024, at 1:00 p.m. at Five Rivers MetroParks Main Office, 409 E. Monument Avenue, 3<sup>rd</sup> Floor.

**Adjournment:** On a motion by Commissioner Salem, the BOPC adjourned the meeting at 9:10 a.m.

**Approved:**

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President Karen L. Davis

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