



BOARD OF PARK COMMISSIONERS MEETING AGENDA  
Board Meeting - Wednesday, January 29, 2020

**Trophy Room** - Ronald Reagan Lodge-Voice of America MetroPark  
7850 VOA Park Drive, West Chester Township, OH 45069-2938

**Board of Park Commissioners**

Cynamon T. Trokhan, President  
Gregory T. Amend, Vice-President  
Daryl Nelson, Member

**Executive Director**

Jonathan R. Granville  
**Deputy Director**  
Chad Smith

**AGENDA**

- I. **Call to Order –8:30 a.m.**
- II. **Roll Call**
- III. **Public Comment Regarding Agenda Items \***
- IV. **Approval of Minutes** - December 12, 2019, Regular Meeting
- V. **Consent Agenda \*\***
  - a. Financial Reports
    - (1) Cash Summary Report
    - (2) Cash and Expenditure Forecast
    - (3) Donations Report for September
    - (4) Summary of Transfers and Budget Modifications
    - (5) Revenue Summary and Commentary
    - (6) Expenditure Summary and Commentary
    - (7) VOA Cost Center Receipts and Disbursements Monthly Statement
  - b. Schedule of Payables
  - c. Employment Activity Report
  - d. Special Event Contracts and VOA Athletic Complex Licenses
    - (1) Special Event Contracts and/or Associated Sales or Commercial or Other Permits  
Pending Board Action – NONE
    - (2) Approved Special Event Contracts – Information Only
      - a. Bodies Race Company LLC - Candy Cane Course - December 22, 2019 - VOA
    - (3) Approved VOA Athletic Complex License Contracts – NONE

- over -

\* **NOTE TO VISITORS REGARDING MEETING PARTICIPATION:** The MetroParks welcomes your interest in the park system. If you wish to address the Board during the meeting, please complete the registration form so indicating. Please keep your comments to the point and in a length not to exceed 3 minutes. Please also avoid repeating comments already made by others so that all may have a chance to address the Board during the time available for public comment.

\*\* Consent Agenda Section: Matters listed under Consent Agenda are considered routine and will be enacted collectively by one motion and one vote of consent. There need be no separate discussion of these items. If separation is desired, an item will be removed from the Consent Agenda by the presiding officer and considered individually.

The mission of the MetroParks of Butler County is to provide an exceptional park system that maximizes the community's quality of life through conservation, education and recreation.

- e. Standard Annual Resolution for Delegating Authority to the Executive Director to Make Payments Related to the Contractual Obligations of the Board, Budget Modifications and Employment Actions Between Meetings of the Board
- f. Standard Annual Resolution Delegating Authority to the Executive Director Regarding Capital Improvement Contracts, Etc.
- g. Notification of Re-Opening of VOA Fishing Dock - Cancellation of Closure Order
- h. Approve Purchase and Payment for Equipment and Other Budgeted Major Expenses in 2020 as Listed
- i. Revise Credit Card Policy
- k. Extend Partnership Agreement with City of Fairfield Regarding Programming Through 2020
- l. Extend Use of VOA Cricket Field Usage Through 2020 - Agreement with Cincinnati Cricket Club
- m. Notice of Cancellation of MOU with Butler Philharmonic
- n. 2020 Dates, Rates and Vending (Sales) Arrangements for Major MetroParks Programs and Special Events

**VI. Old Business**

- a. Bi-Monthly Capital Projects Update
- b. Monthly Public Safety Activity Summary Report
- c. Monthly Community and Enterprise Initiatives Summary Report
- d. Monthly Operational Services, Park Connections, and Visitor Services Summary Reports
- e. Monthly Workplace Talent Management Summary Report
- f. Progress Toward RFP for Multiple Year Tournament Contract(s) for VOA Athletic Complex
- g. Other – Miscellaneous from Board or Administration

**VII. New Business**

- a. Election of 2020 Board Officers - President and Vice President
- b. Financial Review - 4th Quarter of 2019
- c. Tuition Reimbursement Policy
- d. Strategic Planning - Financial Resources Review
- e. Other – Miscellaneous from Board or Administration

**VIII. Executive Session**

- a. Land Acquisition/Purchase and/or Sale of Real Property
- b. Personnel Matters – Employment and Compensation
- c. Pending Litigation

**IX. Miscellaneous Relative to Executive Session**

**X. Adjournment**

Unless rescheduled or relocated, the next regular business meeting of the Board of Park Commissioners is scheduled for Thursday, February 20, 2020, at 8:30 a.m. at the Welcome Center, Forest Run MetroPark, 1976 Timberman Road, Hamilton, Ohio 45013