

**REGULAR MEETING****March 16, 2023**

The Regular Meeting of the Board of Park Commissioners of Great Parks of Hamilton County was held on this day, 1:00 p.m., at 10245 Winton Road, Cincinnati, OH 45231.

Board President Caren Laverty opened the meeting and led the Board and staff in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners: Laverty, Abrams, Burwinkel, Thompson, Wegman  
Staff: Palmeter, Henninger, Collins, Culman, deJesus, Doellman, Messerschmitt, Rahe, Zelek, Sergeant, Schirmer, Schilling, Bell, Spencer, Arnold, Steele, Stanley, Roselle, Bruce, Ference

**GENERAL**

1. PUBLIC COMMENTS: No one requested to address the Board.

2. AWARDS & RECOGNITIONS:

Chief Executive Officer Todd Palmeter notified the Board of the following:

- Chief of Human Resources Molly deJesus introduced newly promoted employee Amanda Schilling, Director of Talent Management.
- Great Parks was the Elevate Sponsor for the 2023 Ohio Diversity Council's Women in Leadership Symposium. Great Parks received a plaque from TyKaih Wright, Director, and Laura Grajczyk, Senior Event Programmer of the National Diversity Council
- Sam Arnold, Golf General Manager of the Vineyard Golf Course, was honored by the Professional Golfers Association of America (PGA) for reaching the Quarter Century Club.
- Great Parks received a thank you letter from Mathew 25 Ministries for 2022 product donations. Great Parks contributed 700 lbs. of old uniform items that will be repurposed internationally to Ukraine, Pakistan, El Salvador, and countries impacted by Hurricanes Ian and Fiona.
- Chief Executive Officer Todd Palmeter thanked the Winton Woods Conservation and Parks staff for their work on repairing the Winton Centre Auditorium and the Guest Experiences staff for navigating the loss of service and setup of the space.

3. NEXT BOARD MEETING DATES:

Thursday	April 20, 2023	1:00 p.m.	Winton Centre
Thursday	May 18, 2023	1:00 p.m.	Winton Centre

**ACTION**

4. RESOLUTION #3754 – BILLS & PAYROLL RESOLUTION: The Board submitted four payment items for review: Axon Enterprise Inc. for Tasers, Stolly Insurance for insurance, and two invoices from Government Strategies Group for governmental affairs consulting services. The staff led a thorough discussion, providing clarifying information on the taser program, liability insurance, and Ohio Plan renewal process parameters. Upon motion duly made by Abrams, seconded by Wegman, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Mr. Abrams – Aye, Mr. Burwinkel – Aye, Ms. Lavery – Aye, Mr. Thompson – Aye, Ms. Wegman – Aye.
5. RESOLUTION #3755 – THEN & NOW RESOLUTION: Chief Executive Officer Todd Palmeter presented the Then and Now Resolution to the Board. Upon motion duly made by Abrams, seconded by Burwinkel, the Board approved the Then and Now explanation as presented. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. Lavery – Aye, Mr. Thompson – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye.
6. RESOLUTION #3756 – RESOLUTION OF AUTHORIZATION TO APPLY AND EXECUTE AN APPLICATION UNDER ODNR RECREATIONAL TRAILS PROGRAM: Chief Executive Officer Todd Palmeter presented Resolution #3756 to the Board. The staff led a thorough discussion, providing clarifying information on additional mountain bike trails planned and leveraging budget funds with grants and donations. Upon motion duly made by Wegman, seconded by Thompson, the Board approved Resolution #3756 authorizing the CEO and his designees to apply and execute an application with the Ohio Department of Natural Resources under the Recreational Trails Program. The Roll Call vote was as follows: Ms. Lavery – Aye, Mr. Thompson – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye, Mr. Burwinkel – Aye.
7. RESOLUTION #3757 – RESOLUTION OF AUTHORIZATION TO APPLY AND EXECUTE AN APPLICATION UNDER ODNR CLEAN OHIO TRAILS FUND: Chief Executive Officer Todd Palmeter presented Resolution #3757 to the Board. The staff led a thorough discussion, providing clarifying information on Great Parks' total trail mileage, the project's construction start date, and Great Parks' regional trail commitments. Upon motion duly made by Abrams, seconded by Burwinkel, the Board approved Resolution #3757 authorizing the CEO and his designees to apply and execute an application with the Ohio Department of Natural Resources under the Clean Ohio Trails Fund. The Roll Call vote was as follows: Mr. Thompson – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye, Mr. Burwinkel – Aye, Ms. Lavery – Aye.
8. APPROVAL OF MINUTES: Chief Executive Officer Todd Palmeter noted a correction to the Final Minutes in the Agenda Packet. Upon motion made by Thompson, seconded by Wegman, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of February 16, 2023.

9. CAPITAL PURCHASE – MICROSOFT DEFENDER FOR ENDPOINT PLAN 2 LICENSES: Chief Executive Officer Todd Palmeter presented the capital purchase to the Board. The staff led a thorough discussion, providing clarifying information on the number of licenses needed and who is covered under this plan. Upon motion duly made by Burwinkel, seconded by Abrams, and unanimously carried, the Board approved the purchase in the amount of \$63,668 from CDW Corporation for 1,100 Microsoft Defender for Endpoint Plan 2 licenses.
10. CAPITAL PURCHASE – LIGHT DUTY UTILITY VEHICLES: Chief Executive Officer Todd Palmeter presented the capital purchase to the Board. The staff led a thorough discussion, providing clarifying information on the web-based auction service used to divest used vehicles and equipment. Upon motion duly made by Abrams, seconded by Thompson, and unanimously carried, the Board approved the purchase in the amount of \$96,453 to Century Equipment, a Jerry Pate Company, for six light duty utility vehicles.
11. CAPITAL PURCHASE – SKID-STEER LOADER: Chief Executive Officer Todd Palmeter presented the capital purchase to the Board. Upon motion duly made by Wegman, seconded by Abrams, and unanimously carried, the Board approved the purchase in the amount of \$66,483.68 to Bobcat Enterprises for one skid-steer loader.
12. CAPITAL PURCHASE – HYBRID GREENS MOWER: Chief Executive Officer Todd Palmeter presented the capital purchase to the Board. The staff led a thorough discussion, providing clarifying information on the bid structure utilizing a percentage discount off MRSP. Upon motion duly made by Abrams, seconded by Burwinkel, and unanimously carried, the Board approved the purchase of two hybrid greens mowers from Century Equipment, a Jerry Pate Company. The final purchase amount will be specified in Sourcewell's contract pricing and in line with current appropriations.
13. CAPITAL PURCHASE – HEAVY DUTY UTILITY VEHICLE: Chief Executive Officer Todd Palmeter presented the capital purchase to the Board. The staff led a thorough discussion, providing clarifying information on the vendor's Ohio locations. Upon motion duly made by Wegman, seconded by Thompson, and unanimously carried, the Board approved the purchase of one new heavy duty utility vehicle from Century Equipment, a Jerry Pate Company. The final purchase amount will be specified in Sourcewell's contract pricing and in line with current appropriations.

14. CAPITAL PURCHASE – SLOPE MOWERS: Chief Executive Officer Todd Palmetter presented the bid to the Board. Mr. Burwinkel commented that he was pleased to see Great Parks purchasing from Ohio vendors. Upon motion duly made by Wegman, seconded by Abrams, and unanimously carried, the Board approved the purchase of three slope mowers from Century Equipment, a Jerry Pate Company. The final purchase amount will be specified in Sourcewell's contract pricing and in line with current appropriations.
15. CAPITAL PURCHASE – COMPACT UTILITY TRACTORS: Chief Executive Officer Todd Palmetter presented the bid to the Board. The staff led a thorough discussion, providing clarifying information on warranty agreements, Great Parks mechanical teams, and national parks equipment repair strategies. Upon motion duly made by Wegman, seconded by Burwinkel, and unanimously carried, the Board approved the purchase of two compact utility tractors from Century Equipment, a Jerry Pate Company. The final purchase amount will be specified in Sourcewell's contract pricing and in line with current appropriations.
16. PROFESSIONAL SERVICES – PRINTING SERVICES: Chief Executive Officer Todd Palmetter presented the professional services contract to the Board. The staff led a thorough discussion, providing clarifying information on Great Parks' year-round marketing campaigns and total expenditure limits. The Board requested an update on total spending for printing services once it exceeds the approved budget amount. Upon motion duly made by Abrams, seconded by Thompson, and unanimously carried, the Board awarded a professional services contract to PIP Printing for printing services.

#### **MONITORING REPORTS**

17. ENDS PRIORITY 1: Chief Executive Officer Todd Palmetter and Director of Natural Resources Jessica Spencer presented the Ends Priority 1 report to the Board. The staff led a thorough discussion, providing clarifying information about invasive pear and honeysuckle. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board thanked the staff for the presentation and then ordered the report filed for the record.

18. TREATMENT OF GUESTS: Chief Executive Officer Todd Palmeter, Risk Manager Dave Bruce, Ranger Captain Dale Steele, and Guest Relations Senior Manager Tracie Sergent presented the Treatment of Guests report to the Board. The staff led a thorough discussion, providing clarifying information on the items covered in the category damage by Great Parks, the insurance claims procedure, and tracking complaints received through the general Great Parks email account. Mr. Burwinkel noted the positive difference Rangers make in the parks when compared to other park agencies. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

### **EXECUTIVE SESSION**

A motion was made by Wegman and seconded by Abrams to go into Executive Session at 2:25 p.m. to consider the sale or other disposition of property and to consider the employment and compensation of public employees. The Roll Call vote was as follows: Ms. Wegman – Aye, Mr. Abrams – Aye, Mr. Burwinkel – Aye, Ms. Laverty – Aye, Mr. Thompson – Aye.

Following the Executive Session, a motion was made by Thompson and seconded by Wegman to reconvene the Regular Meeting at 3:18 p.m. The Roll Call vote was as follows: Mr. Abrams – Aye, Mr. Burwinkel – Aye, Ms. Laverty – Aye, Mr. Thompson – Aye, Ms. Wegman – Aye.

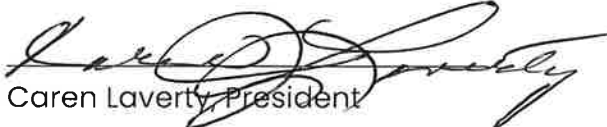
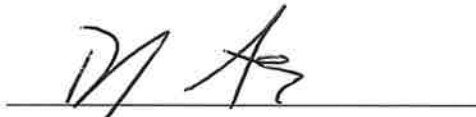
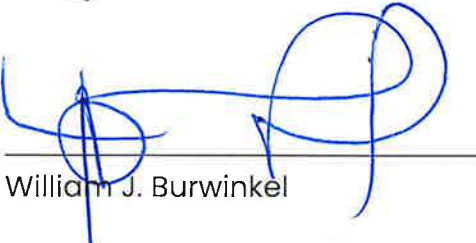
### **ACTION**

19. LAND ITEM: Upon motion duly made by Abrams, seconded by Wegman, and unanimously carried, the Board authorized the CEO and his designees to negotiate the specific distribution of real property and execute the necessary documents for a 14-acre parcel in the central region of Hamilton County.

**ADJOURNMENT**

There being no further matters to come before the Board, a motion was made by Wegman, seconded by Abrams, and unanimously carried to adjourn the meeting at 3:20 p.m.

Board of Park Commissioners  
Great Parks of Hamilton County

  
Caren Lavery, President  
Douglas Abrams  
William J. Burwinkel  
Marcus Thompson  
Melissa Wegman

ATTEST:

  
Todd Palmeter, Chief Executive Officer