

**REGULAR MEETING****February 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 1515 West Sharon Road, Cincinnati, OH 45240.

Board President Caren Lavery opened the meeting and led the Board, staff, and guests in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners: Lavery, Abrams, Burwinkel, Thompson, Wegman  
 Staff: Palmeto, Henninger, Collins, Culman, deJesus, Doellman, Messerschmitt, Rahe, Snow, Zelek, Roell, Volk, Thomas, Anneken, Mentzer, Reeb, Absalon, Boughner, Bacher, Spencer, Hoffman, Stidd, Ference  
 Guests: Rob Schedel

**GENERAL**

1. PUBLIC COMMENTS: No one requested to address the Board.
2. AWARDS & RECOGNITIONS:

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

- Commissioner Marcus Thompson is honored by the Cincinnati USA Regional Chamber as one of the seven black leaders making a difference in the city through its annual We Are Making Black History campaign.
- Chief of Conservation & Parks Jason Rahe introduced newly promoted employee Ana Absalon, Conservation & Parks Technician, Miami Whitewater Forest.
- Chief of Conservation & Parks Jason Rahe introduced newly promoted employee Keith Reeb, Conservation & Parks Technician, Winton Woods.
- Chief of Conservation & Parks Jason Rahe introduced newly promoted employee Donna Boughner, Conservation & Parks Technician, Miami Whitewater Forest.
- Chief of Conservation & Parks Jason Rahe introduced new employee Stephanie Bacher, Sustainability Coordinator
- Chief of Marketing and Brand Strategy Rachel Doellman introduced new employee Andrea Mentzer, Graphic Designer.
- Chief of Guest Experiences Rachel Messerschmitt introduced new employee Mary Anneken, Events Manager.
- Chief of Guest Experiences Rachel Messerschmitt introduced newly promoted employee Mike Thomas, Golf General Manager, Sharon Woods.

## 3. NEXT BOARD MEETING DATES:

Thursday	March 16, 2023	1:00 p.m.	Winton Centre
Thursday	April 20, 2023	1:00 p.m.	Winton Centre

**ACTION**

4. RESOLUTION #3753 – BILLS & PAYROLL RESOLUTION: The Board submitted three payment items for review: Flock Safety for automated license plate readers, Burgess & Niple Inc. for a survey of mussels along the Little Miami River, and Century Equipment for two Toro Workman utility vehicles. The staff led a thorough discussion, providing clarifying information on the scope of the payment items, utilization of Flock Safety data, permitting for surveys, and use of utility vehicles. Upon motion duly made by Abrams, seconded by Burwinkel, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Mr. Abrams – Aye, Mr. Burwinkel – Aye, Ms. Laverty – Aye, Mr. Thompson – Aye, Ms. Wegman – Aye.
5. APPROVAL OF MINUTES: Upon motion made by Thompson, seconded by Wegman, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of January 19, 2023.
6. BID TAB – BALED HAY SUPPLIER: Chief Executive Officer Todd Palmeter presented the bid to the Board. The staff led a thorough discussion, providing clarifying information on the storage of bales and the differences between large and small bales. Upon motion duly made by Wegman, seconded by Abrams, and unanimously carried, the Board approved the bid from Summe Farms at the price of \$7.25 per square bale and \$100 per round bale.
7. BID TAB – PARKS HERBICIDE SUPPLIER: Chief Executive Officer Todd Palmeter presented the bid to the Board. The staff led a thorough discussion, providing clarifying information on the bid structure and the differences in the herbicides' use. Upon motion duly made by Abrams, seconded by Thompson, and unanimously carried, the Board approved the bid to the three suppliers in the amount of \$5,898 to TJ Sales & Consulting Ltd., \$2,772.50 to Noxious Vegetation Control, Inc., and \$34,994.73 to Helena Agri-Enterprises for C&P Herbicide Supply.
8. BID TAB – CONTAINERIZED REFUSE AND RECYCLING DISPOSAL SERVICES: Chief Executive Officer Todd Palmeter presented the bid to the Board. The staff led a thorough discussion, providing clarifying information on the period of the waste removal contract and about the types of bins utilized in the parks. Upon motion duly made by Burwinkel, seconded by Wegman, and unanimously carried, the Board approved the bid in the amount of \$82,040.51 to Rumpke of Ohio Inc. for the containerized refuse

and recycling disposal services.

9. BID TAB – POLICE INTERCEPTOR UTILITY VEHICLES 2024: Chief Executive Officer Todd Palmeter presented the bid to the Board. The staff led a thorough discussion, providing clarifying information on the specifications of police utility vehicles and supply chain issues. Upon motion duly made by Thompson, seconded by Wegman, and unanimously carried, the Board approved the bid in the amount of \$199,948 to Feldman Ford LLC for four Ford 2024 Model Year K8A Police Interceptor Utility Cruisers.
10. BID TAB – UNIFORMS AND OTHER GARMENTS: Chief Executive Officer Todd Palmeter presented the bid to the Board. The staff led a thorough discussion, providing clarifying information on utilizing the new logo on uniforms and purchasing cycle of new uniforms. Upon motion duly made by Wegman, seconded by Abrams, and unanimously carried, the Board approved the bid in the amount of \$238,510.60 to Empire Printing LLC for the purchase and delivery of non-law enforcement uniforms and other garments.

#### **MONITORING REPORTS**

11. ENDS PRIORITY 3: Chief Executive Officer Todd Palmeter and Director of Programming Amy Roell presented the Ends Priority 3 report to the Board. The staff led a thorough discussion, providing clarifying information about the number of interpreters, scholarship programs, and opportunities for students in the urban core of Cincinnati to enjoy the parks. The Board requested a 2023 events and programs list and a calendar link. 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.
12. ENDS PRIORITY 4: Chief Executive Officer Todd Palmeter and Chief of Marketing Rachel Doellman presented the Ends Priority 4 report to the Board. The staff led a thorough discussion, providing clarifying information about the survey structure, demographic composition, and the number of survey participants. The Board requested the data on how Great Parks trail usage numbers compare with the Tri-State Trails data. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.
13. COMMUNICATION AND SUPPORT TO THE BOARD: Chief Executive Officer Todd Palmeter presented the Communication and Support report to the Board. The Board ordered the report filed for the record.

**GENERAL REPORTS**

14. 2023 CAPITAL PROJECTS LIST: Chief Executive Officer Todd Palmeter and Chief of Planning Tim Zelek presented the 2023 Capital Projects list to the Board. The staff led a thorough discussion, providing clarifying information on advertising of bids for capital projects and types of contracts. The Board requested a report on the funds committed to the 2022 and 2023 projects. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board complimented the staff on the format of the report and then ordered the report filed for the record.

**EXECUTIVE SESSION**

A motion was made by Thompson and seconded by Wegman to go into Executive Session at 2:42 p.m. to consider the sale or other disposition of property. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. Lavery – Aye, Mr. Thompson – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye.

Following the Executive Session, a motion was made by Abrams and seconded by Lavery to reconvene the Regular Meeting at 3:25 p.m. The Roll Call vote was as follows: Ms. Lavery – Aye, Mr. Thompson – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye, Mr. Burwinkel – Aye.

**ACTION**

15. LAND ITEM: Upon motion duly made by Thompson, seconded by Burwinkel, and unanimously carried, the Board authorized the CEO and his designees to negotiate with Hamilton County and New Cingular Wireless to execute the necessary documents for a sublease agreement in the east region of Hamilton County.
16. LAND ITEM: Upon motion duly made by Burwinkel, seconded by Wegman, and unanimously carried, the Board authorized the CEO and his designees to negotiate a land acquisition proposal and execute the necessary documents for a 4-acre parcel in the central region of Hamilton County.

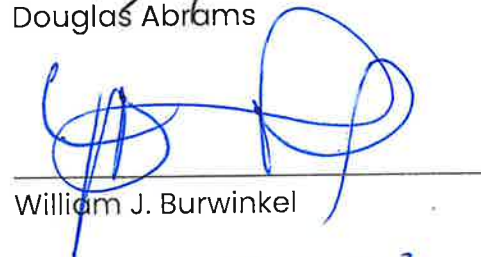
**ADJOURNMENT**

There being no further matters to come before the Board, a motion was made by Abrams, seconded by Wegman, and unanimously carried to adjourn the meeting at 3:27 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 Palmetter, Chief Executive Officer