

**REGULAR MEETING****September 19, 2024**

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 Melissa Wegman opened the meeting and led the Board, staff, and guests in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners: Wegman, Burwinkel, Lavery, Schuster  
 Staff: Palmeto, Henninger, Collins, Carleton, DeJesus, Doellman, Messerschmitt, Snow, Rahe, Honerlaw, Hein, Kinsel, Zelak, Caldwell, Zenni, Schilling, Helms, Lambing, Stanley, Hodge, Herbert, Lampert, Randolph, Busofsky, Ference  
 Guests: Brett Macht

**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:

- Chief of Guest Experiences Rachel Messerschmitt introduced newly promoted employee Kyle Kinsel, Assistant Golf Course Superintendent, Little Miami Golf Center.
- Chief of Guest Experiences Rachel Messerschmitt introduced newly promoted employee Pete Hein, Golf Maintenance Technician, Miami Whitewater Forest.
- Chief of Guest Experiences Rachel Messerschmitt introduced newly promoted employee Matt Honerlaw, Assistant Golf Course Superintendent, Miami Whitewater Forest.
- Chief of Human Resources Molly deJesus introduced new employee Whitney Caldwell, Human Resources Specialist.
- Great Parks received three Certificates of Special Recognition for the Sharon Woods Playground.
  - State of Ohio House of Representatives, under the sponsorship of Representative Jodi Whitted, District 28
  - United States Congress, Congressman Brad Wenstrup
  - United States Senate, Senator JD Vance
- Ms. Wegman attended the high school Best of the West golf tournament at Miami Whitewater Forest Golf Course and complimented the staff on the course conditions.
- Mr. Schuster commented on the excellent new paved cart paths at Miami Whitewater Forest Golf Course.

- Mr. Schuster said he enjoyed the new Sharon Woods Playground and its integration with its surroundings.
- Ms. Laverty said she was impressed by the Sharon Woods playground's large size and impressive scale of the features.
- Ms. Wegman commented on how happy the ribbon-cutting day was and thanked the staff for their assistance.
- Mr. Burwinkel noted that the Sharon Woods Playground was a regional attraction and a great example of our Comprehensive Master plan goals. He congratulated the entire team on its success.
- Ms. Wegman attended the Urban Thrive Festival on August 24, 2024. She said it was an awesome festival and appreciated the staff's involvement.
- Mr. Burwinkel noted the Great Parks in the City document and appreciated how we tell the story of how Great Parks serves the City of Cincinnati residents.
- Chief of Guest Experiences Rachel Messerschmitt introduced newly promoted employee Kat Zelak, Agriculture and Education Manager.

3. NEXT BOARD MEETING DATES:

Thursday	October 17, 2024	3:00 p.m.	Winton Centre*
Thursday	November 21, 2024	1:00 p.m.	Winton Centre

\* Board tour will precede the October 17 Regular Meeting, tentatively scheduled from 8:30 a.m. to 2:45 p.m. Please plan to arrive at 8:00 a.m.

**ACTION**

4. RESOLUTION #3810 – BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmetter presented the Bills & Payroll Resolution to the Board. Ms. Laverty commented on two payments to the Prus Construction Company. The staff led a thorough discussion, providing clarifying information on the timing and processing of the payment items. Upon motion duly made by Laverty, seconded by Burwinkel, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. Laverty – Aye, Ms. Wegman – Aye, Mr. Schuster – Aye.
5. RESOLUTION #3811 – BUDGET ADJUSTMENT: Chief Financial Officer Andrew Collins presented the Budget Adjustment Resolution to the Board. Upon motion duly made by Laverty, seconded by Schuster, the Board approved the budget adjustment as presented in the resolution. The Roll Call vote was as follows: Ms. Laverty – Aye, Ms. Wegman – Aye, Mr. Schuster – Aye, Mr. Burwinkel – Aye.

6. RESOLUTION #3812 – ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE HAMILTON COUNTY AUDITOR: Chief Financial Officer Andrew Collins presented the resolution to the Board. Upon motion duly made by Laverty, seconded by Burwinkel, the Board approved the Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the Hamilton County Auditor. The Roll Call vote was as follows: Ms. Wegman – Aye, Mr. Schuster – Aye, Mr. Burwinkel – Aye, Ms. Laverty – Aye.
7. RESOLUTION # 3813 – OHIO DEPARTMENT OF TRANSPORTATION FINAL LEGISLATION KROGER HILLS CULVERT REHABILITATION: Chief Executive Officer Todd Palmeter presented the Preliminary Resolution to the Board. Upon motion duly made by Schuster, seconded by Laverty, the Board approved the Final Resolution for the rehabilitation of the Kroger Hills Culvert and agreed that Great Parks will assume and bear the entire cost and expense of its share of the improvement, less the amount of federal allocation as set aside by the Director of Transportation, totaling \$87,580 in park district funds. The Roll Call vote was as follows: Mr. Schuster – Aye, Mr. Burwinkel – Aye, Ms. Laverty – Aye, Ms. Wegman – Aye.
8. APPROVAL OF MINUTES: Upon motion duly made by Laverty, seconded by Burwinkel, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of August 21, 2024.
9. BID TAB – MIAMI WHITEWATER FOREST – DREES TRAIL CONNECTOR: Chief Executive Officer Todd Palmeter presented the bid to the Board. Ms. Laverty asked about the impact of similar trail projects. Mr. Burwinkel asked about the project's economic impact and when the next study would be completed. Mr. Schuster stated that the Drees Company promoted the trail connector on their website. The staff led a thorough discussion, providing clarifying information on trail costs, payments, and the timing of the next economic impact study. Upon motion duly made by Laverty, seconded by Burwinkel, and unanimously carried, the Board awarded a contract in the amount of \$150,063.34 to Cincinnati Asphalt for the Drees Trail Connector project.

10. CONSTRUCTION MANAGER AT RISK SERVICES GUARANTEED MAXIMUM PRICE AMENDMENT THREE – SHAKER TRACE NURSERY IMPROVEMENTS: Chief Executive Officer Todd Palmetter and Manager of Design Ben Helmes presented the amendment to the Board. Ms. Lavery was excited about the project and asked if we intended to sell plants. Mr. Schuster asked about the impact on west side communities and other effects on school programming. The staff led a thorough discussion, providing clarifying information on the new amenities, features, and design of the Shaker Trace Nursery and the construction manager at risk bidding process. Upon motion duly made by Lavery, seconded by Burwinkel, and unanimously carried, the Board awarded a contract in the amount of \$10,298,858 to Pepper Construction for Guaranteed Maximum Price (GMP) Amendment Three for the Shaker Trace Nursery Improvements project.
11. PURCHASING CARD POLICY UPDATE: Chief Financial Officer Andrew Collins presented the purchasing card policy update to the Board. Upon motion duly made by Lavery, seconded by Schuster, and unanimously carried, the Board approved the updated Purchasing Card Policy as presented.

#### **EXECUTIVE SESSION**

A motion was made by Lavery and seconded by Wegman to go into Executive Session at 1:50 p.m. to consider the sale or other disposition of property. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. Lavery – Aye, Ms. Wegman – Aye, Mr. Schuster – Aye.

Following the Executive Session, a motion was made by Lavery and seconded by Wegman to reconvene the Regular Meeting at 2:20 p.m. The Roll Call vote was as follows: Ms. Lavery – Aye, Ms. Wegman – Aye, Mr. Schuster – Aye, Mr. Burwinkel – Aye.

**ADJOURNMENT**

There being no further matters to come before the Board, a motion was made by Lavery, seconded by Burwinkel, and unanimously carried to adjourn the meeting at 2:25 pm.

Board of Park Commissioners  
Great Parks of Hamilton County



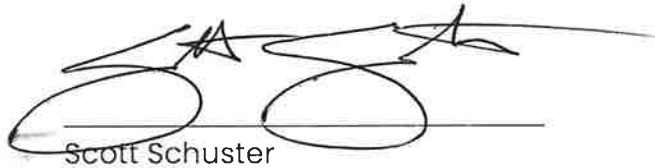
Melissa Wegman, President

**Absent**

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William J. Burwinkel



Caren Lavery



Scott Schuster



Marcus Thompson

ATTEST:



Todd Palmeter, Chief Executive Officer