

REGULAR MEETING**May 18, 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, staff, and guests in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners: Laverty, Abrams, Burwinkel, Wegman
 Staff: Palmeter, Henninger, Collins, deJesus, Doellman, Messerschmitt, Rahe, Zelek, Steele, Bruce, Osinski, Flynn, Helms, Moeller, Volk, Schirmer, Sonnenberg, Masella, Lane, Behmer, Ellis, Roselle, Ference
 Guest: Cindy Brewer

GENERAL

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

Board President Caren Laverty presented a Resolution of Appreciation to Cindy Brewer. Cindy retired as an Accounting Clerk on March 31, 2023, with twenty-eight years of service.

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

- The Finance Department received the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Great Parks' annual financial report for the fiscal year ending December 31, 2021.
- Finance Manager Kathy Volk and Chief Financial Officer Andrew Collins received the Government Finance Officers Association's (GFOA) Award of Financial Reporting Achievement.
- Great Parks won a 2023 NACPRO Trails & Corridors – Class IV Award for the Beechmont Bridge Connector. The Trails & Corridors category recognizes excellence in trails, greenways, waterways, corridors, or other linear park development projects.
- On April 27, 2023, Cohen Recycling's Marketing Manager Marisa Head and Brand Engagement Coordinator Randall Taylor presented Chief Executive Officer Todd Palmeter with a \$2,635 check for the lights collected this year.
- Villa Madonna Academy designed Spanish posters including eight things you can do at a Great Park.
- Ranger Captain Dale Steele introduced new employee Alicia Ellis, Park Ranger, Winton Woods.

- Chief of Marketing and Brand Strategy Rachel Doellman introduced new employee Shawn Behmer, Social Media Manager.
- Chief of Guest Experiences Rachel Messerschmitt introduced new employee Chris Lane, Clubhouse Manager, Woodland Mound.
- Chief of Human Resources Molly deJesus introduced new employee Elise Moeller, Volunteer Engagement Specialist.

3. NEXT BOARD MEETING DATES:

Thursday	June 15, 2023	1:00 p.m.	Winton Centre
Thursday	July 20, 2023	1:00 p.m.	Winton Centre

ACTION

4. RESOLUTION #3761- BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmeter presented the Bills & Payroll Resolution to the Board. 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, Ms. Wegman – Aye.
5. RESOLUTION #3762 – OHIO DEPARTMENT OF TRANSPORTATION FINAL LEGISLATION: Chief Executive Officer Todd Palmeter presented the Final Legislation Resolution to the Board. The staff led a thorough discussion, providing clarifying information on the ODOT program, the process for obtaining funding, and park closures while paving. Mr. Burwinkel commented about the Western Economic Council meeting and connecting with Delhi Township and the City of Forest Park on projects. Upon motion duly made by Abrams, seconded by Burwinkel, the Board approved the Final Resolution and Contract for roadway and parking lot repair and resurfacing in Embshoff Woods and agreed that Great Parks will assume and bear the entire cost and expense of the improvement, less the amount of state allocation as set aside by the Director of Transportation, totaling \$833,655.56 in park district funds. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. Lavery – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye.
6. RESOLUTION #3763 – REQUEST FOR FUNDS FROM THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) AND DESIGNATION OF PROJECTS FOR OHIO PARK DISTRICTS ROADWAY FUND FY 2024-2025 THROUGH THE OHIO PARKS & RECREATION ASSOCIATION (OPRA): Chief Executive Officer Todd Palmeter presented the Request for Funds Resolution to the Board. The staff led a thorough discussion, providing clarifying information on Great Parks' participation in the program and the roads that Great Parks is responsible for maintaining. Mr. Abrams noted the time constraints for the state budget process, and Mr. Burwinkel requested information that can be used

when speaking with State Representatives. Upon motion duly made by Burwinkel, seconded by Abrams, the Board approved the resolution authorizing Great Parks of Hamilton County to participate in the Request of Funds from the Ohio Department of Transportation for Ohio Park Districts Roadwork Fund FY 2024-2025. The Roll Call vote was as follows: Ms. Lavery – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye, Mr. Burwinkel – Aye.

7. RESOLUTION #3764 – RESOLUTION OF AUTHORIZATION TO EXECUTE AND FILE AN APPLICATION THROUGH THE STATE OF OHIO NATUREWORKS GRANT PROGRAM: Chief Executive Officer Todd Palmeter presented Resolution #3764 to the Board. The staff led a thorough discussion, providing clarifying information on the necessity of a Board Resolution for applying for the grant and the project's completion date. Upon motion duly made by Wegman, seconded by Abrams, the Board approved Resolution #3764, authorizing the Chief Executive Officer and his designees to apply and execute an application with the Ohio Department of Natural Resources under the NatureWorks Grant Program. The Roll Call vote was as follows: Ms. Wegman – Aye, Mr. Abrams – Aye, Mr. Burwinkel – Aye, Ms. Lavery – Aye.
8. DONATIONS: Chief Executive Officer Todd Palmeter presented the Donations Report to the Board. Upon motion duly made by Wegman, seconded by Burwinkel, and unanimously carried, the Board approved accepting the donations received during April 2023. The letter from the Judge of Probate Court approving acceptance of the terms of the gifts will be attached to the Final Minutes.
9. APPROVAL OF MINUTES: Upon motion duly made by Wegman, seconded by Abrams, and unanimously carried, the Board approved the Final Minutes of the Regular Board of April 20, 2023.
10. BID TAB – LIGHTNING DETECTION SYSTEMS: Chief Executive Officer Todd Palmeter presented the bid to the Board. Upon motion duly made by Abrams, seconded by Burwinkel, and unanimously carried, the Board rejected all the bids. The staff will review and update the Request for Proposal and rebid the project.
11. BID TAB – SHARON CENTRE PLAYGROUND EQUIPMENT: Chief Executive Officer Todd Palmeter presented the bid to the Board. The staff led a thorough discussion, providing clarifying information on the equipment production time. The Board expressed their excitement about this project. Upon motion duly made by Wegman, seconded by Abrams, and unanimously carried, Board approved the bid in the amount of \$1,184,070.01 to Earthscape Play, Inc for the Sharon Centre Playground Equipment.

12. PROFESSIONAL DESIGN SERVICES CONTRACT – WAYFINDING SIGNAGE PLAN: Chief Executive Officer Todd Palmeter presented the bid to the Board. The staff led a thorough discussion, providing clarifying information on the project's scope and the prioritization of entrance signs and directional signage on state, county, and township roads. Upon motion duly made by Burwinkel, seconded by Wegman, and unanimously carried, the Board awarded a professional design services contract in the amount of \$487,120 to fd2s for the Wayfinding Signage Plan project.

MONITORING REPORTS

13. ENDS PRIORITY 2: Chief of Guest Experiences Rachel Messerschmitt presented the Ends Priority 2 report to the Board. The staff led a thorough discussion, providing clarifying information on the Find Your Wild Calendar and program registration, branding, and alignment with the National Parks, the MetroNow on-demand transit services, and Great Parks marketing advertisements. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

GENERAL REPORTS

14. SHARON LAKE IMPROVEMENT PROJECT: Chief of Planning Tim Zelek and Chief of Marketing and Brand Strategy Rachel Doellman presented the Sharon Lake Improvement Project report to the Board. The staff led a thorough discussion, providing clarifying information on wildlife relocation, the long-term maintenance plan, and details of the weirs. Mr. Burwinkel requested information on lake dredging needs and an overview of Great Parks lakes and wetlands. 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 compensation of public employees and the sale or other disposition of property. The Roll Call vote was as follows: Mr. Abrams – Aye, Mr. Burwinkel – Aye, Ms. Lavery – Aye, Ms. Wegman – Aye.

Following the Executive Session, a motion was made by Burwinkel and seconded by Abrams to reconvene the Regular Meeting at 3:05 p.m. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. Lavery – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye.

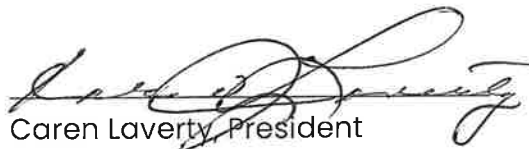
ACTION

15. EMPLOYER SHARED RESPONSIBILITY PAYMENT: Upon motion duly made by Wegman, seconded by Abrams, and unanimously carried, the Board authorized the Chief Executive Officer and his designees to execute the necessary documents for the Employer Shared Responsibility Payment (ESRP) in the amount of \$147,138.11 plus interest.

ADJOURNMENT

There being no further matters to come before the Board, a motion was made by Wegman, seconded by Burwinkel, and unanimously carried to adjourn the meeting at 3:07 p.m.

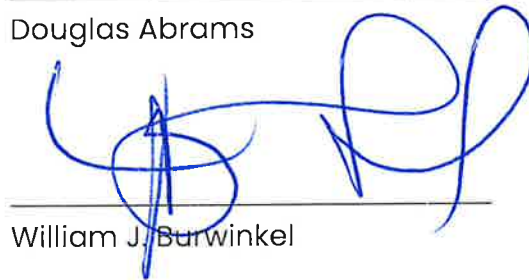
Board of Park Commissioners
Great Parks of Hamilton County



Caren Lavery, President

Absent

Douglas Abrams



William J. Burwinkel



Marcus Thompson



Melissa Wegman

ATTEST:



Todd Palmetier, Chief Executive Officer