

**REGULAR MEETING****July 20, 2023**

The Regular Meeting of the Board of Park Commissioners of Great Parks of Hamilton County was held on this day, 1:10 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, Doellman, Messerschmitt, Snow, Zelek, Poat, Colon, Volk, Coler, Lampert, Bernzott, Schirmer, Bird, Conrad, Davis, Sonnenberg, Ference  
 Guests: Rich Spence, Jennifer Borneman, Linda Poynter, Pat Allen. Karen Kilgo, Dave Kilgo, Susan Lunken

**GENERAL**

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

Mr. Burwinkel and Ms. Wegman attended the Mill Creek Alliance's Canoes and Conservations Event on June 17 and commented on their great experience at the event. Mr. Burwinkel and Ms. Wegman attended the Auditor of State of Ohio Audit Exit Conference on July 18 and congratulated the Finance staff for their excellent work on the audit. Ms. Wegman thanked the Glenwood Gardens staff for hosting her aunt's garden club. Ms. Wegman attended the West Region Blueway and Trail System open house on Thursday, July 13, and noted the event was excellent.

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

- Kids Outdoor Adventure Expo was held at Winton Woods Harbor on Friday, July 14, with an estimated attendance of over 6,000. Over 20 additional Great Parks staff attended this portion of the meeting and were recognized for their hard work and dedication to the children of Hamilton County. The Board expressed their sincere appreciation to the staff.
- Talent Development Specialist Nathan Davis was presented a Certificate of Merit by Chief Executive Officer Todd Palmeter and Ranger Chief Scott Snow in recognition of his quick and assertive actions towards rescuing a child that had fallen into Winton Lake on July 14, 2023, during the Kids Outdoor Adventure Expo.
- Chief Financial Officer Andrew Collins introduced new employee Kimberly Colon, Accounting Clerk.
- Chief of Marketing and Brand Strategy Rachel Doellman introduced new employee Suzi Poat, Community Engagement Coordinator.

- The Finance Department received the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award for Great Parks' budget beginning January 1, 2023.
- The Ranger Department was recognized by the Mental Health America of Northern Kentucky and Southwest Ohio (MHANS) for its work with the mentally ill and those in crisis.
- Ranger Sergeant Dan Hodapp was recognized individually for working with the MHANS team and other social service agencies to find solutions for homeless persons in our parks.
- Ranger Lieutenant Ali Bird recently completed the Police Executive Leadership College (PELC) three-week training course in Columbus, Ohio.
- Chief Snow was appointed to the Hamilton County Police Association Executive Board.
- Great Parks received a \$25,000 grant from the Charles H. Dater Foundation for Urban Thrive Fest and Summit Center.

Mr. Burwinkel was pleased to announce that Sarah Kent, Nature Center at the Summit Outreach Manager, has been selected to serve on the Western Wildlife Corridor Board of Directors.

Ms. Wegman stated that July 31, 2023, was World Ranger Day.

3. NEXT BOARD MEETING DATES:

Thursday	August 17, 2023	1:00 p.m.	Winton Centre
Thursday	September 21, 2023	1:00 p.m.	Winton Centre

**ACTION**

4. RESOLUTION #3768 – BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmeter presented the Bills & Payroll Resolution to the Board. The Board submitted two payment items for review from St. Gregory Group Inc. for marketing and advertising. The staff led a thorough discussion, providing clarifying information on marketing campaigns, printed materials, and the metrics for measuring the impact of digital marketing. 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. Laverty – Aye, Ms. Wegman – Aye.

5. RESOLUTION #3769 – BUDGET ADJUSTMENT: Chief Financial Officer Andrew Collins presented the Budget Adjustment Resolution to the Board. The staff led a thorough discussion, providing clarifying information on transferring funds from unused salaries to capital purchases. Upon motion duly made by Wegman, seconded by Burwinkel, the Board approved the budget adjustment as presented in the resolution. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. Lavery – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye.
6. APPROVAL OF MINUTES: Upon motion duly made by Abrams, seconded by Wegman, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of June 15, 2023.
7. BID TAB – SHARON WOODS GOLF COURSE IRRIGATION PHASE 2 TRANSFER PUMP AND FORCE MAIN PROJECT: Chief Executive Officer Todd Palmeter presented the bid tab to the Board. The staff led a thorough discussion, providing clarifying information on the use of the reservoir, the source of water when Sharon Lake is dredged, and the project scope. Upon motion duly made by Abrams, seconded by Wegman, and unanimously carried, the Board awarded a contract in the amount of \$903,300 to Smith Corp Inc. for the Sharon Woods Golf Course Irrigation Phase 2, Transfer Pump and Force Main Project.
8. RESCIND APPROVAL OF BID – FLEET VEHICLES: Chief Executive Officer Todd Palmeter presented the rescindment to the Board. The staff led a thorough discussion, providing clarifying information on the reasons for the rescindment and the reallocation of funds. Upon motion duly made by Burwinkel, seconded by Abrams, and unanimously carried, the Board rescinded the bid to Feldman Ford for one Compact Cargo Van, two ½-Ton Crew Cab Pickup Trucks, four ¾-Ton Crew Cab Pickup Trucks, and one 4x2 Stainless Body Dump Truck in the total amount of \$279,459.
9. RESCIND OF BID TAB MODIFICATION – FLEET VEHICLES: Chief Executive Officer Todd Palmeter presented the rescindment to the Board. The staff led a thorough discussion, providing clarifying information on the reasons for the rescindment and specifications of the vehicles. Upon motion duly made by Abrams, seconded by Wegman, and unanimously carried, the Board rescinded the bid tab modification of the October 20, 2022, approval of the bid to Feldman Ford for the purchase of four Hybrid Gasoline/Electric Hatchbacks and the three Compact Transit 6-Passenger Vans in the amount of \$211,855.

**MONITORING REPORTS**

10. FINANCIAL CONDITION & ACTIVITIES: Chief Financial Officer Andrew Collins presented the Financial Conditions & Activities report. The staff led a thorough discussion, providing clarifying information on the timing of revenue projects versus revenue received and interest rates. Mr. Burwinkel inquired about the capital improvement schedule mentioned in the tax levy, Great Parks' value to the community, and the next economic impact study. Ms. Lavery commented about inflationary increases. 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**

11. FRIENDS OF THE WHITE WATER SHAKER VILLAGE – RICH SPENCE: President of the Friends of the White Water Shaker Village, Rich Spence, addressed the Board. Mr. Spence's presentation included information on the North Family Dwelling Complex and Friends of the White Water Shaker Village organization and site restoration projects. Ms. Lavery complimented the restoration and upgrades. She inquired about their funding and operating overhead. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.
12. PHILANTHROPY DIVISION REPORT: Chief Executive Officer Todd Palmetter presented the Philanthropy Division report to the Board. The Board ordered the report filed for the record.
13. PURCHASING CARD COMPLIANCE OFFICER: Chief Executive Officer Todd Palmetter presented the Purchasing Card Compliance Officer report to the Board, reporting compliance. The Board ordered the report filed for the record.

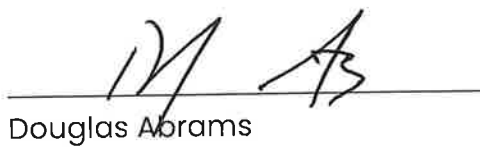
**ADJOURNMENT**

There being no further matters to come before the Board, a motion was made by Wegman, seconded by Laverty, and unanimously carried to adjourn the meeting at 2:13 p.m.

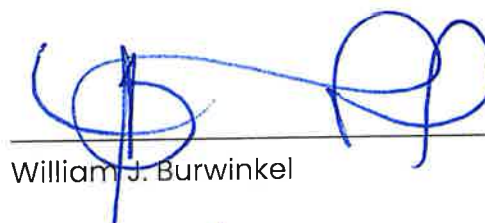
Board of Park Commissioners  
Great Parks of Hamilton County



Caren Laverty, President



Douglas Abrams



William J. Burwinkel



Marcus Thompson



Melissa Wegman

ATTEST:



Bret Henninger, Chief Operating Officer