

REGULAR MEETING**April 20, 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, Doellman, Messerschmitt, Rahe, Snow, Zelek, Bell, Melvin, Roselle, Bruce, Sonnenberg, Dickensheets, Walker, Horn, Gerda, Ryan, Yahn, Sugawara, Kinsel, Cockerham, Mitchell, 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 Conservation & Parks Jason Rahe introduced new employee Jordan Gerda, Conservation & Parks Technician, Mitchell Memorial Forest.
- Chief of Conservation & Parks Jason Rahe introduced new employee Tim Ryan, Conservation & Parks Maintenance Specialist, Central Region.
- Chief of Conservation & Parks Jason Rahe introduced new employee Brian Yahn, Conservation Biologist.
- Chief of Conservation & Parks Jason Rahe introduced newly promoted employee James Sugawara, Conservation & Parks Technician, Little Miami.
- Chief of Guest Experiences Rachel Messerschmitt introduced new employee Kyle Kinsel, Golf Maintenance Technician, Little Miami Golf Center.
- Chief of Guest Experiences Rachel Messerschmitt introduced new employee Joey Cockerham, Golf Course Superintendent, Sharon Woods.
- Chief Financial Officer Andrew Collins introduced new employee Michelle Mitchell, IT Project Manager.
- Chief of Conservation & Parks Jason Rahe is now a Certified Park & Recreation Professional through National Recreation & Park Association.
- Great Parks was awarded a \$500,000 grant by the Ohio Department of Natural Resources under the Land and Water Conservation Fund for the Sharon Centre Playground project.
- Great Parks was awarded a \$5,000 grant by the Andrew Jergens Foundation for free and reduced-cost Nature Education programs.

- Great Parks was awarded a \$10,000 grant by the Louise Taft Semple Foundation for free and reduced-cost Nature Education programs.

Ms. Wegman attended the Women in the Outdoors: Ladies Night Out event at Parky's Farm and Instinct: Woman-Made, Nature-Inspired art show at Fernbank. She complimented the staff on the interesting and entertaining programs.

Mr. Thompson commented on seeing a Great Parks billboard while driving from Indiana.

3. NEXT BOARD MEETING DATES:

Thursday,	May 18, 2023	1:00 p.m.	Winton Centre
Thursday	June 15, 2023	1:00 p.m.	Winton Centre

ACTION

4. RESOLUTION #3758 – BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmeter presented the Bills & Payroll Resolution to the Board. The staff led a thorough discussion, providing clarifying information on the payment for the land purchase. 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, Mr. Thompson – Aye, Ms. Wegman – Aye.
5. RESOLUTION #3759 – BUDGET ADJUSTMENT: Chief Financial Officer Andrew Collins presented the Budget Adjustment Resolution to the Board. Upon motion duly made by Burwinkel, seconded by Thompson, the Board approved the budget adjustment as presented in the resolution. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. Laverty – Aye, Mr. Thompson – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye.
6. RESOLUTION #3760 – RESOLUTION OF APPRECIATION – CINDY BREWER: Chief Executive Officer Todd Palmeter presented the Resolution of Appreciation to the Board. Upon motion duly made by Wegman, seconded by Abrams, the Board approved the Resolution of Appreciation for Cindy Brewer, Accounting Clerk, who has retired with 28 years of service with Great Parks of Hamilton County. The Roll Call vote was as follows: Ms. Laverty – Aye, Mr. Thompson – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye, Mr. Burwinkel – Aye.
7. APPROVAL OF MINUTES: Mr. Thompson asked for follow-up information on Sam Arnold. Upon motion duly made by Thompson, seconded by Wegman, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of March 16, 2023.

8. BID TAB – PURCHASE AND DELIVERY OF GOLF CARTS: Chief Executive Officer Todd Palmeter and Chief of Guest Experiences Rachel Messerschmitt presented the bid tab to the Board. The staff led a thorough discussion, providing clarifying information on the locations where the carts will be utilized, the operating cost of gasoline and electric golf carts, battery charge duration, battery life, and solar-based charging. Upon motion duly made by Abrams, seconded by Wegman, and unanimously carried, the Board approved the bid in the amount of \$188,475 to Mid Ohio Golf Car, Inc. for 59 two-passenger golf carts and one four-passenger cart.
9. CAPITAL PURCHASE – WOODLAND MOUND FITNESS EQUIPMENT: Chief Executive Officer Todd Palmeter and Landscape Architect Ed Melvin presented the capital purchase to the Board. The staff led a thorough discussion, providing clarifying information on the construction schedule, the liability of using the equipment, open visibility of the equipment pieces, anticipated usage, and return on investment. Upon motion duly made by Wegman, seconded by Abrams, and unanimously carried, the Board approved the purchase in the amount of \$284,762.98 to DWA Recreation for fitness equipment, surfacing, and installation.
10. CAPITAL PURCHASE – LAKE ISABELLA BOATHOUSE SITE FURNITURE: Chief Executive Officer Todd Palmeter presented the capital purchase to the Board. The staff led a thorough discussion, providing clarifying information on the durability of the furniture and food & beverages served at Lake Isabella. Upon motion duly made by Thompson, seconded by Wegman, and unanimously carried, the Board approved the purchase in the amount of \$78,006.34 to Landscape Forms, Inc. for the Lake Isabella Boathouse site furniture.
11. PURCHASING CARD POLICY UPDATE: Chief Financial Officer Andrew Collins presented the purchasing card policy update to the Board. The staff led a thorough discussion, providing clarifying information on the agency's purchasing limit, itemized receipts, supervisor approval, and monthly audit reports. Upon motion duly made by Burwinkel, seconded by Abrams, and unanimously carried, the Board approved the updated Purchasing Card Policy as presented.

MONITORING REPORTS

12. 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 different investment funds, dividends, and Ohio law for public entities. Mr. Burwinkel requested to see quarterly financial reports from Great Parks Forever. 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. TREATMENT OF STAFF & VOLUNTEERS: Chief Executive Officer Todd Palmeter, Director of Volunteer Service Kris Roselle, and Ranger Chief Scott Snow presented the Treatment of Staff & Volunteers report to the Board. The staff led a thorough discussion, providing clarifying information on volunteer recreational cards, trends in volunteering, the broader outcomes derived from volunteer efforts, full-time equivalent hours of volunteers, Ranger training goals compared to other agencies, and State of Ohio reimbursements for training. 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. PURCHASING CARD COMPLIANCE OFFICER: Chief Executive Officer Todd Palmeter presented the Purchasing Card Compliance Officer report to the Board, reporting compliance. The Board ordered the report filed for the record.

EXECUTIVE SESSION

A motion was made by Abrams and seconded by Wegman to go into Executive Session at 2:28 p.m. to consider the sale or other disposition of property. The Roll Call vote was as follows: Mr. Thompson – Aye, Ms. Wegman – Aye, Mr. Abrams – Aye, Mr. Burwinkel – Aye, Ms. Lavery – Aye.

Following the Executive Session, a motion was made by Abrams and seconded by Wegman to reconvene the Regular Meeting at 2:45 p.m. The Roll Call vote was as follows: Ms. Wegman – Aye, Mr. Abrams – Aye, Mr. Burwinkel – Aye, Ms. Lavery – Aye, Mr. Thompson – Aye.

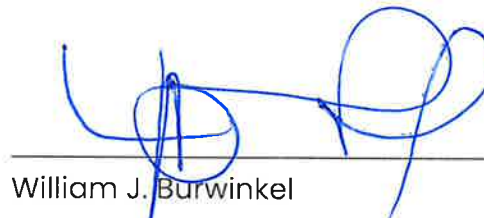
ACTION

15. LAND ITEM: Upon motion duly made by Thompson, 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 15-acre parcel in the west region of Hamilton County.

ADJOURNMENT

There being no further matters to come before the Board, a motion was made by Burwink, seconded by Wegman, and unanimously carried to adjourn the meeting at 2:47 p.m.

Board of Park Commissioners
Great Parks of Hamilton County


Caren Laverty, President
Douglas Abrams
William J. Burwink

Absent


Marcus Thompson
Melissa Wegman

ATTEST:


Todd Palmeter, Chief Executive Officer