

**REGULAR MEETING****June 20, 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, Thompson  
 Staff: Palmeto, Henninger, Collins, Messerschmitt, Snow, Broughton Murray, DeJesus, Rahe, Doellman, Bilyeu, Carlton, Osinski, Dickensheets, Roselle, Merrill, Kent, Conway, Volk, Flynn, Coler, De Iorio, Deardorff, Herbert, Russell, Schilling, Anklan  
 Guests: Tana Weingartner; Susan Luken

**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 Conservation & Parks Jason Rahe introduced newly promoted employee Janet Deardorff, Conservation & Parks Maintenance Technician, Sharon Woods.
- Chief of Philanthropy Tom Carleton introduced new employee Helene Herbert, Grants Manager.
- Chief of Human Resources Molly deJesus introduced newly promoted employee Kristina Russell, Senior Payroll & Benefits Specialist
- Chief of Human Resources Molly deJesus introduced newly promoted employee Amanda Schilling, Director of Human Resources, Employee Services
- 2024 NACPRO Award for Social Justice was awarded to the Nature Center at the Summit
- 2024 NACPRO Lifetime Professional was awarded to former Chief of Planning Tim Zelek.
- Sharon Woods won the Greater Cincinnati Family Choice Award for Best Hiking Spot.
- Acorn Design received U.S. Trademark Serial Number 97676380 approved by the U.S. Patent and Trademark Office on April 23, 2024.
- Chief Operating Officer Bret Henninger received a resolution from the Ohio Plan Risk Management Inc. for his hard work and dedication for serving on their Board of Directors from September 2020 to May 2024.
- The Finance Department received the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award for Great Parks' budget beginning January 1, 2024.

- Director of Finance Kathy Volk and Chief Financial Officer Andrew Collins received the Government Finance Officers Association's Certificate of Recognition for Budget Preparation.

Mr. Thompson thanked the staff and Board who attended and supported the recent Angelman Syndrome Foundation event, facilitating a walk for charity at Woodland Mound.

Ms. Wegman congratulated the new hires and the promoted staff and also commented that she was pleased with the trademark of the acorn.

3. NEXT BOARD MEETING DATES:

Thursday	July 18, 2024	1:00 p.m.	Winton Centre
Wednesday	August 21, 2024	1:00 p.m.	Winton Centre

**ACTION**

4. RESOLUTION #3804 – BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmeter presented the Bills & Payroll Resolution to the Board. The Board submitted one payment item for review: Gametime Inc. for the Cardinal Crest Shelter replacement. The staff led a thorough discussion, providing clarifying information on the scope 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, Mr. Thompson – Aye.
5. RESOLUTION #3805 – 2025 TAX BUDGET: Chief Financial Officer Andrew Collins presented the 2025 Tax Budget to the Board. The staff led a thorough discussion, providing clarifying information on the requirement in Ohio Revised Code for this resolution. Upon motion duly made by Laverty, seconded by Wegman, the Board approved the 2025 Tax Budget as presented. The Roll Call vote was as follows: Ms. Laverty – Aye, Ms. Wegman – Aye, Mr. Schuster – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye.
6. APPROVAL OF MINUTES: Upon motion duly made by Laverty, seconded by Schuster, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of May 16, 2024. Mr. Thompson abstained from voting on this motion.

7. BID TAB – PARK IDENTIFICATION SIGNAGE: Chief Executive Officer Todd Palmeto and Chief of Planning Janet Broughton Murray presented the bid to the Board. Ms. Wegman stated the signs compliment the environment and have an appearance similar to national parks, asked about the materials, asked about the dimensions of the signage, asked if the signs were lit, and commented that brand visibility will be helpful for guest recognition. Ms. Wegman thanked the staff for the great work on this project. Ms. Laverty stated how much she liked the new look of the signs and noted the replacement signs have been a long time coming. Mr. Burwinkel stated it would help to note the increased Great Parks presence in the city and distinguish who manages the parks and asked about wayfinding signs along public roads. Mr. Thompson asked about signage for areas not included in the bid and asked if future phases will be awarded to the initial bidder or if those phases will be rebid. The staff led a thorough discussion, providing clarifying information on signage materials, and the length of the project. Upon motion duly made by Laverty, seconded by Thompson, and unanimously carried, the Board awarded a contract in the amount of \$2,459,518.00 to Stratus Unlimited for the Park Identification Signage project.

#### **MONITORING REPORTS**

8. FINANCIAL PLANNING/BUDGETING: Chief Financial Officer Andrew Collins presented the Financial Planning/Budget report to the Board. The staff led a thorough discussion, providing clarifying information on non-tax revenue, philanthropic funding, and operating increases through the levy cycle. 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 Laverty and seconded by Schuster to go into Executive Session at 1:55 p.m. to consider the sale or other disposition of property. The Roll Call vote was as follows: Ms. Wegman – Aye, Mr. Schuster – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye, Ms. Laverty – Aye.

Following the Executive Session, a motion was made by Laverty and seconded by Wegman to reconvene the Regular Meeting at 2:38 p.m. The Roll Call vote was as follows: Mr. Schuster – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye, Ms. Laverty – Aye, Ms. Wegman – Aye.

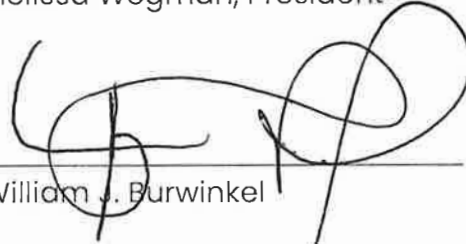
**ADJOURNMENT**

There being no further matters to come before the Board, a motion was made by Thompson, seconded by Lavery, and unanimously carried to adjourn the meeting at 2:40 p.m.

Board of Park Commissioners  
Great Parks of Hamilton County



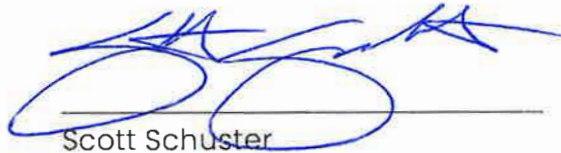
Melissa Wegman, President



William J. Burwinkel



Caren Lavery



Scott Schuster



Marcus Thompson

ATTEST:



Todd Palmeter, Chief Executive Officer