

REGULAR MEETING**July 18, 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: Palmetto, Henninger, Collins, Carleton, de Jesus, Rahe, Snow, Ryan, McConnell, Helmes, Busofsky, Melvin, Lampert, Anklan, Herbert, Schilling, Roselle, Hake, Sergeant, Catton, Reese, Westerhof, Stanley, Ference
 Guests: Rosiello

GENERAL

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

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

- The Board and Staff acknowledged the passing of Leslie Hiller, Guest Relations Representative, with a moment of silence.
- Chief of Conservation & Parks Jason Rahe introduced newly promoted employee Tim Ryan, Conservation & Parks Maintenance Specialist, Miami Whitewater Forest.
- Commissioner Marcus Thompson was recognized for being selected as a 2024 513 Serves honoree for the Cincinnati Open in partnership with Fifth Third Bank.

Mr. Thompson thanked the Board and staff for the recognition and said his work with Great Parks helped him get selected as an honoree.

Mr. Burwinkel attended the Ohio River Sweep volunteer event at Fernbank Park on Saturday, July 13. He was complimentary of the staff and the organization of the event.

Mr. Schuster stated that he started his wellness journey on July 1 and has walked over 70 miles in Great Parks. He was complimentary of his amazing interactions with Great Parks staff and guests.

Ms. Wegman was excited about the Great Parks passport and impressed by its successful launch and the need for additional printing.

Ms. Lavery noted that she heard good reviews and comments about the Great Parks passport from those who participated.

3. NEXT BOARD MEETING DATES:

Wednesday	August 21, 2024	1:00 p.m.	Winton Centre
Thursday	September 19, 2024	1:00 p.m.	Winton Centre

ACTION

4. RESOLUTION #3806 – BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmetter presented the Bills & Payroll Resolution to the Board. Upon motion duly made by Lavery, seconded by Burwinkel, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. Lavery – Aye, Ms. Wegman – Aye, Mr. Schuster – Aye, Mr. Thompson – Aye.
5. RESOLUTION #3807 – BUDGET ADJUSTMENT: Chief Financial Officer Andrew Collins presented the Budget Adjustment Resolution to the Board. Upon motion duly made by Thompson, seconded by Lavery, the Board approved the budget adjustment as presented in the resolution. The Roll Call vote was as follows: Ms. Lavery – Aye, Ms. Wegman – Aye, Mr. Schuster – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye.
6. APPROVAL OF MINUTES: Upon motion duly made by Lavery, seconded by Thompson, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of June 20, 2024.
7. BID TAB – GLENWOOD GARDENS – HIGHFIELD DISCOVERY GARDEN – WOODLAND WALK & PATIO RENOVATIONS REBID #2: Chief Executive Officer Todd Palmetter and Landscape Architect Ed Melvin presented the bid to the Board. Ms. Lavery and Ms. Wegman commented that it was nice to see the bid was under estimate. Mr. Burwinkel inquired if the scope of the project had been modified since the bid rejection. The staff led a thorough discussion, providing clarifying information on the project's modified scope and priorities. Upon motion duly made by Lavery, seconded by Wegman, and unanimously carried, the Board awarded a contract in the amount of \$700,642 to Structural and Process Services for the Glenwood Gardens Woodland Walk and Patio Renovation Project Base Bid.

8. BID TAB – SHARON WOODS KREIS DAM REPAIR PROJECT: Chief Executive Officer Todd Palmetter and Park Engineer Steve Lampert presented the bid to the Board. Ms. Wegman inquired about the dam's damage risk and project schedule. Mr. Burwinkel asked about the methods of recruiting bidders. The staff led a thorough discussion, providing clarifying information on recruiting bidders, the dam exposure, and repairing the dam while the lake was drained. Upon motion duly made by Thompson, seconded by Schuster, and unanimously carried, the Board rejected the Base Bid submitted by Sunesis Construction since it exceeds the published estimate by more than 20%.
9. BID TAB – WOODLAND MOUND – VINEYARD GOLF COURSE IRRIGATION PUMP STATION CONSTRUCTION: Chief Executive Officer Todd Palmetter presented the bid to the Board. Upon motion duly made by Lavery, seconded by Wegman, and unanimously carried, the Board rejected the Base Bid submitted by George E. Ley Company since it exceeds the published estimate by more than 20%.
10. CAPITAL PURCHASE – ELEVATOR IMPROVEMENTS – WINTON WOODS MILL RACE BANQUET CENTER: Chief Executive Officer Todd Palmetter presented the bid to the Board. Mr. Burwinkel inquired about the elevator service contract. Ms. Wegman commented about using Sourcewell to obtain the best pricing. The staff led a thorough discussion, providing clarifying information on the project's location and service contract. Upon motion duly made by Lavery, seconded by Schuster, and unanimously carried, the Board approved the purchase in the amount of \$118,500 to TK Elevator Corporation for the purchase of elevator equipment and installation of mechanical, electrical, and safety upgrades.

MONITORING REPORTS

11. FINANCIAL CONDITION & ACTIVITIES: Chief Financial Officer Andrew Collins presented the Financial Condition & Activities report to the Board. Ms. Lavery asked about the trends in athletics. Mr. Thompson asked about procurement trends and vendor diversity. Mr. Burwinkel inquired if Great Parks participated in the Hamilton County Commission on Women & Girls Pay Equity Commitment. The staff led a thorough discussion, providing clarifying information on 2024 revenue and expenditure amounts and Great Parks' participation in the Pay Equity Commitment since April 2022. 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

12. PHILANTHROPY DIVISION REPORT: Chief Executive Officer Todd Palmeter and Chief of Philanthropy Tom Carleton presented the Philanthropy Division report to the Board. Chief Executive Officer Todd Palmeter recognized an error in the report and indicated that an updated report would be provided to the Board by email. Mr. Thompson inquired about the location of the Rootball. Ms. Wegman commented on the philanthropy sponsorship. Mr. Burwinkel congratulated the staff on the progress of the capital campaign, asked about the campaign timeline, and noted that Board members should participate in the campaign. Mr. Burwinkel also stated that taxpayers should be pleased to hear that significant private dollars will leverage tax funds. Ms. Lavery indicated that she would also participate as a Rootball sponsor. Mr. Schuster asked if Great Parks could track match contributions to leverage impact. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record and noted an updated report will be provided and added to the final agenda for record purposes.
13. 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.
14. BENEFITS BROKER SERVICES: Chief Executive Officer Todd Palmeter and Chief of Human Resources Molly deJesus presented the Benefits Broker Services report to the Board, reporting compliance. Ms. Wegman noted she has firsthand knowledge of USI Insurance Services, which has a great reputation and excellent customer service. Mr. Burwinkel appreciated that Great Parks ensures our employees are provided quality benefits. Ms. Lavery thanked the staff for their research. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board ordered the report filed for the record.

EXECUTIVE SESSION

A motion was made by Thompson and seconded by Lavery to go into Executive Session at 2:00 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. Lavery – Aye.


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

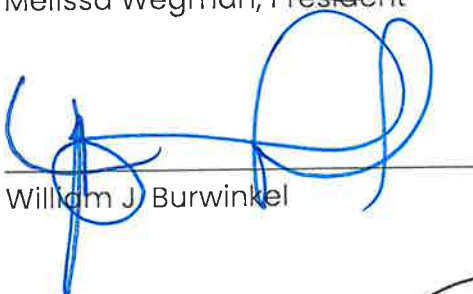
15. LAND ITEM: Upon motion duly made by Thompson, seconded by Lavery, and unanimously carried, the Board authorized the CEO and his designees to negotiate with Anderson Township and to execute the necessary documents for the termination of a conservation easement in the east region of Hamilton County.
16. LAND ITEM: Upon motion duly made by Burwinkel, seconded by Schuster, and unanimously carried, the Board authorized the CEO and his designees to negotiate a land acquisition proposal and execute the necessary documents for an approximately 17-acre parcel in the west region of Hamilton County.
17. LAND ITEM: Upon motion duly made by Lavery, seconded by Thompson, and unanimously carried, the Board authorized the CEO and his designees to negotiate a land acquisition proposal and execute the necessary documents for a 40-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 Lavery, seconded by Wegman, and unanimously carried to adjourn the meeting at 2:47 p.m.

Board of Park Commissioners
Great Parks of Hamilton County



Melissa Wegman, President

William J. Burwinkel

Caren Lavery

Absent

Scott Schuster



Marcus Thompson

ATTEST:



Todd Palmeter, Chief Executive Officer