REGULAR MEETING

Board President William J. Burwinkel opened the meeting and led the Board, staff, and guest in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners: Burwinkel, Seta, Niehoff, Thompson
Staff: Palmeter, McDonough, Collins, Henninger, Mowery, Spreckelmeier, Zelek,
Sonnenberg, Creighton, Bruce, Bell, Combs, Cribbet, Ferrell, Meyer, Menkhaus, Dean,
Vocke, Roell, Rogers, Schirmer, Stultz, Swigart, Sergent, Weber, Wirthlin, Aleson, Unkrich,
Merrill, Kent, Strader, Robinson, Osinski, Popejoy, S. Roth, Stricklett, Ference
Guests: Alicia Culman

GENERAL

1. PUBLIC COMMENTS: No one requested to address the Board.

2. AWARDS & RECOGNITIONS

Rick Cribbet, Director of Facilities & Infrastructure, introduced new employee Shannon Meyer, Project Manager.

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

On October 19, Great Parks partnered with Mount Saint Joseph University for an electronics recycling event. In just four hours, 508 cars dropped off 64,708 pounds of electronics. It was the second year Great Parks hosted this event.

In 2019, Great Parks has donated to 220 charities and school organizations. Donation package includes:
- 1 – MVP
- 2 – Daily Highfield Discovery Garden admissions
- 2 – Greens fees for Meadow Links & Golf Academy

On Tuesday, December 10, 250 staff attended the holiday luncheon at the Kopling Center.

3. NEXT BOARD MEETING DATES:

<table>
<thead>
<tr>
<th>Thursday</th>
<th>January 30, 2020</th>
<th>1:00 p.m.</th>
<th>Winton Centre</th>
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<tr>
<td>Thursday</td>
<td>February 20, 2020</td>
<td>1:00 p.m.</td>
<td>Winton Centre</td>
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ACTION

4. RESOLUTION #3584 – BILLS & PAYROLL RESOLUTION: Upon motion duly made by Seta and unanimously carried, the Board approved the revised Bills & Payroll Resolution.

5. RESOLUTION #3585 – BUDGET ADJUSTMENT: Upon motion duly made by Thompson and unanimously carried, the Board approved the Budget Adjustment Resolution.

6. RESOLUTION #3586 – 2020 FINAL BUDGET: Upon motion duly made by Niehoff and unanimously carried, the Board approved the 2020 Final Budget Resolution.

7. RESOLUTION #3587 – REQUESTING THE COUNTY AUDITOR TO MAKE ADVANCE PAYMENTS OF TAXES: Upon motion duly made by Niehoff and unanimously carried, the Board approved the Resolution Requesting the County Auditor to Make Advance Payments of Taxes.

8. DONATIONS: Upon motion duly made by Niehoff and unanimously carried, the Board approved accepting the donations received during November 2019. 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 Thompson and unanimously carried, the Board approved and signed the Final Minutes of the Board meeting of November 21, 2019.

10. BID TAB: MIAMI WHITewater FOREST PUMPHOUSE MODIFICATIONS: Upon motion duly made by Seta and unanimously carried, the Board awarded a contract in the amount of $113,600.00 to Leo J. Brielmaier Co. for the Miami Whitewater Forest Pumphouse Modifications.

11. CAPITAL PURCHASE: LARGE AREA MOWER: Upon motion duly made by Thompson and unanimously carried, the Board approved the purchase of a Toro GM-4000-D large area mower in the amount of $64,701.01 from Century Equipment.

12. MEMORANDUM OF UNDERSTANDING GREAT PARKS FOREVER: The Board reviewed the Memorandum of Understanding with Great Parks Forever. Upon motion duly made by Seta and unanimously carried, the Board authorized the Chief Executive Officer to execute the Memorandum of Understanding with Great Parks Forever.
13. ANNUAL MEETING OF THE MEMBERS GREAT PARKS FOREVER: Great Parks Forever Executive Director Alicia Culman provided the Board with an update on Great Parks Forever’s recent activities. Upon motion duly made by Thompson and unanimously carried, the Board reappointed Jim Wilz to a three-year term ending December 31, 2022.

14. PURCHASING CARD POLICY UPDATE: Upon motion duly made by Seta and unanimously carried, the Board approved the Purchasing Card Policy as submitted. Upon motion duly made by Thompson and unanimously carried, the Board appointed Rich Sonnenberg, HRIS, and Payroll Specialist, as the Compliance Officer for 2020.

15. APPOINTMENT OF BOARD PRESIDENT: Mr. Niehoff congratulated Mr. Bürwinkel on his service as Board President for the past two years. Niehoff made a motion to appoint Marcus Thompson as Board President to serve for 2020 and 2021. The motion was seconded by Seta and unanimously carried.

**MONITORING REPORTS**

16. FINANCIAL PLANNING/BUDGETING: The Board reviewed the Monitoring Report for Financial Planning/Budgeting. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

17. CHIEF EXECUTIVE OFFICER SUCCESSION: The Board reviewed the Monitoring Report for Executive Limitation Policy – Emergency Chief Executive Officer Succession. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

18. GLOBAL EXECUTIVE CONSTRAINT: The Board reviewed the Monitoring Report for Executive Limitation Policy – Global Executive Constraint. 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**
EXECUTIVE SESSION

A motion was made by Thompson and seconded by Niehoff to go into Executive Session at 1:38 p.m. to discuss a personnel matter. The Roll Call vote was as follows: Mr. Seta – Aye, Mr. Niehoff – Aye, Mr. Burwinkel – Aye, Mr. Thompson – Aye.

Commissioner Warner arrived at the meeting at 1:50 p.m.

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

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

Board of Park Commissioners
Great Parks of Hamilton County

William J. Burwinkel, President

HC Buck Niehoff
HC Buck Niehoff

Joseph C. Seta

Marcus L. Thompson

Geraldine Warner

ATTEST:

Todd Palmer, Chief Executive Officer