

## REGULAR MEETING

December 17, 2020

Board President Marcus Thompson called the video conference meeting to order at 1 p.m.

ROLL CALL: Present were Commissioners: Thompson, Burwinkel, Niehoff, Seta  
 Staff: Palmeter, Henninger, Collins, Culman, Messerschmitt, Rahe, Snow, Zelek, Bernzott, Schirmer, Osinski, Ference  
 Guests: Alana Tucker, Chip Gerhardt

GENERAL

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

2. AWARDS & RECOGNITIONS:

CEO Todd Palmeter notified the Board of the following:

- Today is Mr. Niehoff's last Board meeting as a Commissioner. Mr. Niehoff has served on the Board from 2014-2020. During his service, Great Parks acquired and protected 1,124 additional acres of land, successfully passed the 2016 levy, and added numerous miles of shared-use trails to the regional trail system.

Mr. Niehoff commented that it is the best Board he ever served on and the best run organization, and it was his honor to serve.

The Board congratulated Mr. Niehoff and thanked him for his dedicated service.

- In 2020, Great Parks donated to 152 charities and school organizations. Donation package includes:
  - 1 – MVP
  - 2 – Daily Highfield Discovery Garden admissions
  - 2 – Greens fees for Meadow Links & Golf Academy
- Passing of former Commissioner, Dr. Nancy Russell Hamant, at the age of 84. Dr. Hamant served on Great Parks Board from 1996-2010.

The Board observed a moment of silence in honor of Dr. Hamant.

3. NEXT BOARD MEETING DATES:

Thursday	January 21, 2021	1:00 p.m.	Winton Centre
Thursday	February 18, 2021	1:00 p.m.	Winton Centre

ACTION

4. RESOLUTION #3634 – BILLS & PAYROLL RESOLUTION: Upon motion duly made by Burwinkler, seconded by Seta, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Niehoff – Aye, Mr. Burwinkler – Aye.
5. RESOLUTION #3635 – BUDGET ADJUSTMENT: Upon motion duly made by Seta, seconded by Burwinkler, the Board approved the Budget Adjustment Resolution. The Roll Call vote was as follows: Mr. Thompson – Aye, Mr. Niehoff – Aye, Mr. Burwinkler – Aye, Mr. Seta – Aye.
6. RESOLUTION #3636 – 2021 FINAL BUDGET: The staff led a thorough discussion, providing clarifying information on the 2021 Final Budget. The Board thanked the staff for making the difficult decisions to reduce full-time staffing levels, reduce part-time staff budgets, and reduce supplies and services. Upon motion duly made by Seta, seconded by Niehoff, the Board approved the 2021 Final Budget Resolution. The Roll Call vote was as follows: Mr. Niehoff – Aye, Mr. Burwinkler – Aye, Mr. Seta – Aye, Mr. Thompson – Aye.
7. RESOLUTION #3637 – REQUESTING THE COUNTY AUDITOR TO MAKE ADVANCE PAYMENTS OF TAXES: Upon motion duly made by Burwinkler, seconded by Seta, the Board approved the Resolution Requesting the County Auditor to Make Advance Payments of Taxes. The Roll Call vote was as follows: Mr. Burwinkler – Aye, Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Niehoff – Aye.
8. RESOLUTION #3638 – OHIO DEPARTMENT OF TRANSPORTATION FINAL LEGISLATION: Upon motion duly made by Burwinkler, seconded by Niehoff, the Board approved the Final Resolution and Contract for roadway and parking lot repair and resurfacing in Winton Woods and to agreed that Great Parks will assume and bear the entire cost and expense of the improvement, less the amount of state allocation as set aside by the Ohio Department of Transportation Director of Transportation for the financing of the 2020-2021 Biennium Allocation. The Roll Call vote was as follows: Mr. Burwinkler – Aye, Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Niehoff – Aye.
9. RESOLUTION #3639 – RESOLUTION ENACTED BY GREAT PARKS OF HAMILTON COUNTY, HEREINAFTER REFERRED TO AS THE LOCAL PUBLIC AGENCY (LPA) IN THE MATTER OF THE STATED DESCRIBED PROJECT – EASTERN CORRIDOR STUDY – PID 86462. Upon motion duly made by Seta, seconded by Burwinkler, the Board approved the Resolution authorizing staff to enter into an agreement to participate with ODOT for preliminary engineering as part of the Eastern Corridor Study. The Roll Call vote was as follows: Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Niehoff – Aye, Mr. Burwinkler – Aye.

10. RESOLUTION #3642 – CLEAN OHIO CONSERVATION PROGRAM – AUTHORIZATION TO APPLY FOR FUNDS IN ROUND 15: Upon motion duly made by Seta, seconded by Burwinkel, the Board approved the Resolution to apply for grants through Round 15 of the Clean Ohio Fund's Green Space Conservation Program. The Roll Call vote was as follows: Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Niehoff – Aye, Mr. Burwinkel – Aye.
11. DONATIONS: The Board complimented the staff on their creativity in establishing corporate sponsorship and cultivating donors. Upon motion duly made by Burwinkel, seconded by Seta, and unanimously carried, the Board approved accepting the donations received during November 2020. The letter from the Judge of Probate Court approving acceptance of the terms of the gifts will be attached to the Final Minutes.
12. APPROVAL OF MINUTES: Upon motion duly made by Seta, seconded by Niehoff, and unanimously carried, the Board approved the Final Minutes of the Regular Board meeting of November 19, 2020.
13. BID TAB – SHARON WOODS GOLF COURSE IRRIGATION SYSTEM REPLACEMENT PHASE 1 – PUMP HOUSE: The Chief of Planning gave a brief overview of this project. Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board approved awarding a contract in the amount of \$447,250 to Amerilect Inc. for the Sharon Woods Golf Course Irrigation System Replacement Phase 1 – Pump House project.
14. ANNUAL MEETING OF THE MEMBERS – GREAT PARKS FOREVER: Great Parks Forever Executive Director Alicia Culman provided the Board an update on Great Parks Forever's recent activities. Upon motion duly made by Seta, seconded by Niehoff, and unanimously carried, the Board reappointed Mark Angel, Kay Bornemann, Andrew Chamberlain, and Jeff Yund to three-year terms ending December 31, 2023. The Board expressed excitement regarding these reappointments.
15. PURCHASING CARD POLICY UPDATE: Upon motion duly made by Niehoff, seconded by Seta, and unanimously carried, Board approved the updated Purchasing Card Policy as presented and the appointment of Morgan Banks, Guest Relations Coordinator, as the Compliance Officer for 2021.

### 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. CFO, Andrew Collins, explained that \$55 million in unfunded capital is not included in this budget, nor was any anticipated cost for future development from the Park and Facilities Master Plan. 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

19. EMPLOYEE BENEFIT PLAN SUMMARY: The Board ordered the report filed for the record.
20. PHILANTHROPY UPDATE: The Board asked questions about fundraising trends and then ordered the report filed for the record.

### EXECUTIVE SESSION

A motion was made by Niehoff and seconded by Burwinkel to go into Executive Session at 2:20 p.m. to consider the sale or other disposition of property and to consider the employment and compensation of public employees. The Roll Call vote was as follows: Mr. Thompson – Aye, Mr. Niehoff – Aye, Mr. Burwinkel – Aye, Mr. Seta – Aye.

Following the Executive Session, a motion was made by Seta and seconded by Niehoff to reconvene the Regular Meeting at 3:10 p.m. The Roll Call vote was as follows: Mr. Niehoff – Aye, Mr. Burwinkel – Aye, Mr. Seta – Aye, Mr. Thompson – Aye.

### ACTION


21. LAND ITEM: Upon a motion duly made by Burwinkel, seconded by Niehoff, and unanimously carried, the Board authorized the CEO to negotiate a land acquisition proposal and execute the necessary documents for a 32-acre parcel in the western region of Hamilton County.

22. LAND ITEM: Upon a motion duly made by Seta, seconded by Niehoff, and unanimously carried, the Board authorized the CEO to execute the Duke Energy easement documents for the Little Miami Scenic Trail Beechmont Bridge project.
23. STAFF PANDEMIC RECOGNITION: Upon a motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board authorized the CEO to implement a staff pandemic recognition in the fiscal year 2021.


ADJOURNMENT

There being no further matters to come before the Board, a motion was made by Seta, seconded by Niehoff, and unanimously carried to adjourn the meeting at 3:13 p.m.

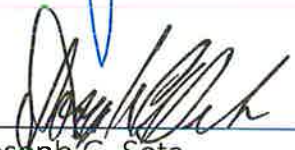
Board of Park Commissioners  
Great Parks of Hamilton County

  
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Marcus L. Thompson, President

1/21/21  
Date

  
\_\_\_\_\_  
William J. Burwinkel

1/21/21  
Date

  
\_\_\_\_\_  
Joseph C. Seta

1/21/21  
Date

ATTEST:

  
\_\_\_\_\_  
Todd Palmeter, Chief Executive Officer

1/21/21  
Date