

## REGULAR MEETING

February 17, 2022

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 Lavery opened the meeting and led the Board and staff in the Pledge of Allegiance.

Board President Caren Lavery opened the meeting and led the Board, staff, and guests in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners: Lavery, Burwinkel, Seta,  
Staff: Palmeto, Henninger, Collins, Culman, deJesus, Messerschmitt, Rahe, Snow, Zelek,  
Lake, Riess, Roselle, Earl, Kent, Creighton, Bell, Murray, Brech, Dickensheets, Mukuda,  
Horner, Roell, Ferrell, Ference  
Guests: Eric King

GENERAL

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

2. AWARDS & RECOGNITIONS:

Board President Caren Lavery presented a Resolution of Appreciation to Eric King. Eric retired as an Interpreter on October 30, 2021, with thirty years of service.

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

- Chief of Conservation & Parks Jason Rahe introduced new employee Hannah Riess, Conservation & Parks Technician, Fernbank Park
- Chief of Human Resources Molly deJesus introduced newly promoted employee Kris Roselle, Director of Volunteer Engagement.
- Ranger Chief Snow introduced new employee Sean Earl, Park Ranger, Sharon Woods.
- Sarah Kent, Outreach Manager at the Nature Center at the Summit, was named to Parks & Recreation magazine and NRPA's Young Professional Networks 30 Under 30.
- The Mill Course has been listed in Links Magazine as one of the Midwest's Dream Courses.
- Under the sponsorship of Ohio Representative Jessica Miranda, Sharon Woods was voted Best Park and Best Place for a Picnic for 2021 Best of the North competition, sponsored by Cincy Magazine.
- Meadow Links & Golf Academy Golf Professional Matt Starr was selected as a Top 100 Growth of the Game Teaching Professional for 2021.

## 3. NEXT BOARD MEETING DATES:

Thursday	March 17, 2022	1:00 p.m.	Winton Centre
Thursday	April 21, 2022	1:00 p.m.	Winton Centre

ACTION

4. RESOLUTION #3700 – BILLS & PAYROLL RESOLUTION: Upon motion duly made by Burwinkel, seconded by Seta, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. Laverty – Aye, Mr. Seta – Aye.
5. RESOLUTION #3701 – THEN & NOW RESOLUTION: Chief Financial Officer Andrew Collins presented the resolution to the Board. Upon motion duly made by Seta, seconded by Burwinkel, the Board approved the Then and Now explanations as presented in the resolution. Roll Call vote was as follows: Ms. Laverty – Aye, Mr. Seta – Aye, Mr. Burwinkel – Aye.
6. RESOLUTION #3702 – CLEAN OHIO GREEN SPACE CONSERVATION PROGRAM – AUTHORIZATION TO APPLY FOR FUNDS IN ROUND 16: The staff led a thorough discussion, providing clarifying information on state funding amounts and budget cycles. Mr. Burwinkel inquired about the timing of Clean Ohio funds at the State level when Budgets are presented. Upon motion duly made by Seta, seconded by Burwinkel, the Board approved the Resolution to apply for funds through Round 16 of the Clean Ohio Green Space Conservation Program. Roll Call vote was as follows: Mr. Seta – Aye, Mr. Burwinkel – Aye, Ms. Laverty – Aye.
7. DONATIONS: Upon motion duly made by Burwinkel, seconded by Seta, and unanimously carried, the Board approved accepting the donations received during January 2022. The letter from the Judge of Probate Court approving acceptance of the terms of the gifts will be attached to the Final Minutes.
8. APPROVAL OF MINUTES: Upon motion duly made by Burwinkel, seconded by Seta, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of January 20, 2022.
9. GREAT PARKS FOREVER BOARD APPOINTMENT: Chief of Philanthropy Alicia Culman presented the appointment to the Board. Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board, who serve as Members of Great Parks Forever, approved the Great Parks Forever Board of Directors' recommendation to appoint Jack Oliver to a three-year term ending December 31, 2024.

10. BID TAB – BALED HAY SUPPLIER: The staff led a thorough discussion, providing clarifying information on the delivery schedule and hays' market value. Upon motion duly made by Burwinkel, seconded by Seta, and unanimously carried, the Board approved the bid from Summe Farms at the price of \$6.75 per square bale and \$110.00 per round bale.
11. BID TAB – GOLF COURSE TURF FUNGICIDES: The staff led a thorough discussion, providing clarifying information on chemical product availability, inflation effects on prices, and working relationship with the supplier. Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board approved the bid in the amount of \$76,019.50 to SiteOne Landscape Supply for golf course turf fungicides.
12. BID TAB – LIVE FISH DELIVERY AND STOCKING: The staff led a thorough discussion, providing clarifying information on the fish stocking process and the hauling distance. Upon motion duly made by Burwinkel, seconded by Seta, and unanimously carried, the Board approved the bids for each species of fish as follows: Adult Channel Catfish and Shovelhead/Blue Catfish to the Midwest Fish Company, 644 Smith Road, Loveland, Ohio for a total of \$29,935. Rainbow Trout to A.T.A.C., 4229 Wilmington Rd, Oregonia, Ohio for \$20,295 and Fingerling Hybrid Bluegill to Jones Fish Hatchery, 3433 Church St, Newtown, Ohio for \$1,440.
13. CAPITAL PURCHASE – GLENWOOD GARDENS MUSIC GARDEN STAGE: The staff led a thorough discussion, providing clarifying information on the dimensions of the stage, funding sources, construction costs of the project, and programming opportunities. Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board approved the purchase in the amount of \$83,000.33 to DWA Recreation Inc. for the Glenwood Gardens Music Garden stage.
14. CAPITAL PURCHASE – SOFTWARE UPGRADE – MICROSOFT 365 LICENSES: Upon motion duly made by Burwinkel, seconded by Seta, and unanimously carried, the Board approved the purchase in the amount of \$249,227 from CDW Corporation for 1,050 multi-tiered Microsoft 365 Licenses.
15. PROFESSIONAL SERVICES CONTRACT – MICROSOFT 365 CONSULTING & TECHNICAL SERVICES: The staff led a thorough discussion, providing clarifying information on costs of implementation and annual costs to upgrade to Microsoft 365. Upon motion duly made by Burwinkel, seconded by Seta, and unanimously carried, the Board awarded a professional services contract in the amount of \$144,000 to Interlink Cloud Advisors, Inc. for Microsoft 365 Consulting and Technical Services.

16. PROFESSIONAL DESIGN SERVICES CONTRACT – LITTLE MIAMI RIVER ACCESS AT BASS ISLAND: The staff led a thorough discussion, providing clarifying information on funding opportunities available for this project and revenue opportunities once the project is completed. Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board awarded a professional design services contract in the amount of \$291,500 to Burgess & Niple, Inc. for the Little Miami River Access at Bass Island project.

### MONITORING REPORTS

17. ENDS PRIORITY 3: Chief Executive Officer Todd Palmeter and Director of Programming Amy Roell presented the Ends Priority 3 report to the Board. The Board requested that the staff provide a 2018-2021 programming attendance report and inquired about the feasibility of comment card stations throughout the parks. The Board encouraged staff engagement in community outreach programs and the development of a comprehensive marketing plan. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

The Board thanked the staff for the informative nature of the report.

18. COMMUNICATION AND SUPPORT TO THE BOARD: Chief Executive Officer Todd Palmeter presented the Communication and Support report to the Board. 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. KIDS BIKE RODEO AND SAFETY TOWN: Sergeant Katie Lake presented the Kids Bike Rodeo and Safety Town report to the Board. The Board inquired about the sponsorship and possible expansion of the community engagement programs provided by the Ranger division. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

The Board thanked the staff for the informative nature of the report.

20. 2022 CAPITAL PROJECTS LIST – UPDATED: Chief Executive Officer Todd Palmeter presented the updated 2022 Capital Project List to the Board. 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 Burwinkel and seconded by Seta to go into Executive Session at 2:45 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. Burwinkel – Aye, Ms. Lavery – Aye, Mr. Seta – Aye.

Following the Executive Session, a motion was made by Seta and seconded by Burwinkel to reconvene the Regular Meeting at 3:25 p.m. The Roll Call vote was as follows: Ms. Lavery – Aye, Mr. Seta – Aye, Mr. Burwinkel – Aye.

21. LAND ITEM: Upon motion duly made by Burwinkel, seconded by Seta, and unanimously carried, the Board authorized the CEO and his designees to negotiate a land acquisition proposal and to execute the necessary documents for a 45-acre parcel in the western region of Hamilton County.
22. LAND ITEM: Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board authorized the CEO and his designees to negotiate with the U.S. Army Corps of Engineers and to execute the necessary documents for an access easement in Winton Woods and Glenwood Gardens.

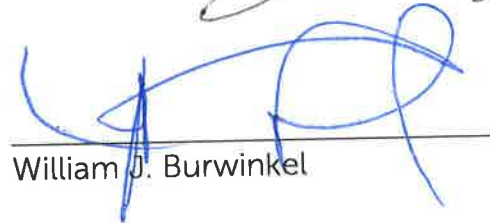
ADJOURNMENT

There being no further matters to come before the Board, a motion was made by Burwinkel, seconded by Seta, and unanimously carried to adjourn the meeting at 3:30 p.m.

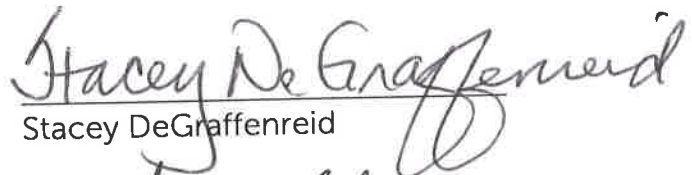
Board of Park Commissioners  
Great Parks of Hamilton County



Caren Lavery, President



William J. Burwinkel



Stacey DeGraffenreid



Joseph C. Seta



Marcus Thompson

ATTEST:



Todd Palmeto, Chief Executive Officer