

REGULAR MEETING

July 21, 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, staff, and guests in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners: Lavery, Burwinkel, DeGraffenreid, Seta, Thompson

Staff: Palmeter, Henninger, Collins, deJesus, Messerschmitt, Rahe, Snow, Zelek, Schirmer, Creighton, Osinski, Maley, Piccola, Callahan, Hein, Ball, Martin, Montgomery, Stanley, Ridle, Roberts, Ference

Guests: Donald Rieskamp, Grant Pittroff

GENERAL

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

Board President Caren Lavery presented a Resolution of Appreciation to Donald Rieskamp. Don retired as a Park Ranger on May 31, 2022, with thirty years of service.

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

- Andrew Collins, Chief Financial Officer, has been named the President of the OPRA Foundation Board.
- Bill Burwinkel has been named Philanthropist of the Year by the Association of Fundraising Professionals (AFP) Greater Cincinnati Chapter.

Mr. Burwinkel thanked the Board for the recognition and mentioned that giving back is not a choice but an obligation to one's community. Mr. Burwinkel said he is proud of his work with Adopt A Class and is honored to serve as a Park Commissioner for Great Parks of Hamilton County.

The Board agreed to change the start time of the November 17, 2022, Regular Board meeting to 2:00 p.m. to accommodate the National Philanthropy Day luncheon.

- Chief of Guest Experiences Rachel Messerschmitt introduced new employee Jamie Piccola, Special Events Coordinator.
- Chief of Guest Experiences Rachel Messerschmitt introduced new employee Jack Maley, Golf Maintenance Technician, Little Miami Golf Center.
- Chief Financial Officer Andrew Collins introduced new employee Ronald Callahan, Website Manager.

- Chief of Conservation & Parks Jason Rahe introduced newly promoted employee Jaimie Martin, Conservation & Parks Technician, Miami Whitewater Forest.
- Chief of Conservation & Parks Jason Rahe introduced newly promoted employee Bob Ball, Conservation & Parks Technician, Miami Whitewater Forest.
- Ranger Chief Scott Snow introduced new employee Keaton Montgomery, Park Ranger, Winton Woods.

3. NEXT BOARD MEETING DATES:

Thursday	August 18, 2022	1:00 p.m.	Winton Centre
Thursday	September 15, 2022	1:00 p.m.	Winton Centre

ACTION

4. RESOLUTION #3721 – BILLS & PAYROLL RESOLUTION: Upon motion duly made by Burwinkel, seconded by DeGraffenreid, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. DeGraffenreid – Aye, Ms. Lavery – Aye, Mr. Seta – Aye, Mr. Thompson – Aye.
5. RESOLUTION #3722 – THEN & NOW RESOLUTION: Upon motion duly made by Thompson, seconded by DeGraffenreid, the Board approved the Then and Now explanations presented in the resolution. The Roll Call vote was as follows: Ms. DeGraffenreid – Aye, Ms. Lavery – Aye, Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye.
6. RESOLUTION #3723 – BUDGET ADJUSTMENT: Chief Financial Officer Andrew Collins presented the Budget Adjustment Resolution to the Board. Upon motion duly made by Seta, seconded by Burwinkel, the Board approved the Budget Adjustment Resolution. The Roll Call vote was as follows: Ms. Lavery – Aye, Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye, Ms. DeGraffenreid – Aye.
7. RESOLUTION #3724 – RESOLUTION PROVIDING AUTHORITY TO ENTER INTO AN AGREEMENT WITH THE HAMILTON COUNTY LAND REUTILIZATION CORPORATION FOR THE BUILDING DEMOLITION AND SITE REVITALIZATION PROGRAM: Chief Executive Officer Todd Palmetter presented Resolution #3724 to the Board. The staff led a thorough discussion, providing clarifying information on the total cost of the demolition and amount of the grant match, and the possibility of a local fire department using the site for fire training. Upon motion duly made by Thompson, seconded by DeGraffenreid, the Board approved Resolution #3724, authorizing the Chief Executive Officer and his designees to execute a grant agreement with Hamilton County Land Reutilization Corporation through the Ohio Department of

Development – Building Demolition and Site Revitalization Program for a newly acquired property along the Whitewater River Corridor in the west region of Hamilton County. The Roll Call vote was as follows: Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye, Ms. DeGraffenreid – Aye, Ms. Lavery – Aye.

8. DONATIONS: The staff led a thorough discussion, providing clarifying information on the Dr. Paul Edwin Potter Trust Agreement and estate bequest for reforestation at Miami Whitewater Forest and Woodland Mound. Upon motion duly made by DeGraffenreid, seconded by Lavery, and unanimously carried, the Board approved accepting the donations received during June 2022. 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: Chief Executive Officer Todd Palmeter noted the correction of a typographical error, Woodland Mound, in the Tentative Minutes. Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of June 16, 2022.
10. BID TAB – GLENWOOD GARDENS MUSIC GARDEN: Chief Executive Officer Todd Palmeter presented the Glenwood Gardens Music Garden contract to the Board. Upon motion duly made by Thompson, seconded by Burwinkel, and unanimously carried, the Board awarded a contract in the amount of \$266,405 to K & R Landscaping for the Glenwood Gardens Music Garden project.
11. PROFESSIONAL SERVICES CONTRACT – WERK ROAD PUBLIC ENGAGEMENT PLAN: Chief Executive Officer Todd Palmeter presented the professional services contract to the Board. The staff led a thorough discussion, providing clarifying information on the project scope, development of a public engagement plan framework for future projects, consultant references, and history of New Reach Community Consulting and their sub-contractor, Scale Strategic Solutions. The Board requested notification of engagement events and offered their professional contacts in helping to engage the community. Upon motion duly made by Seta, seconded by DeGraffenreid, and unanimously carried, the Board awarded a professional services contract in the amount of \$53,750 to New Reach Community Consulting for the Werk Road Public Engagement Plan.
12. PROFESSIONAL SERVICES CONTRACT – EXECUTIVE BRAND STRATEGY CONSULTING: Chief Executive Officer Todd Palmeter presented the professional services contract for executive brand strategy consulting to the Board. The staff led a thorough discussion, providing clarifying information on the project scope and timeline, and using a consulting firm versus Great Parks staff. Mr. Seta requested additional information on the process and tasks that have been completed based on previously approved contracts. Mr. Burwinkel requested additional information on approved budget adjustments and how they impact funding for consulting services.

Upon motion duly made by Thompson, seconded by Burwinkel, the Board awarded a professional services contract in the amount of \$200,000 to Darwin, LLC for executive brand strategy consulting. Voting on the motion was as follows:

Ayes: Mr. Burwinkel, Ms. DeGraffenreid, Ms. Laverty, Mr. Thompson

Nays: Mr. Seta

Abstain: None

13. PURCHASING CARD POLICY UPDATE: Chief Executive Officer Todd Palmeter presented the Purchasing Card Policy Update. Upon motion duly made by Seta, seconded by DeGraffenreid, and unanimously carried, the Board approved the updated Purchasing Card Policy as presented.

MONITORING REPORTS

14. FINANCIAL CONDITIONS & ACTIVITIES: Chief Financial Officer Andrew Collins presented the Financial Condition & Activities report to the Board. The staff led a thorough discussion, providing clarifying information on report attachments, bear market impacts, and timing of investment renewals. Mr. Burwinkel attended the Auditor's Exit Interview for the year 2021 and complimented the Great Parks' Finance team on being the gold standard for their turnaround time and their compliance with the auditors. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

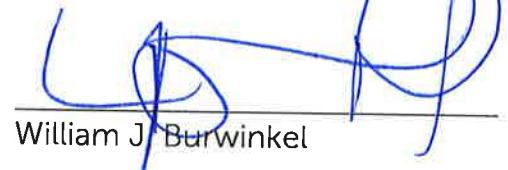
GENERAL REPORTS

15. PURCHASING CARD COMPLIANCE OFFICER: Chief Executive Officer Todd Palmeter presented the Purchasing Card Compliance Officer report to the Board, reporting compliance as noted in the report by the officer. The Board ordered the report filed for the record.

ADJOURNMENT

There being no further matters to come before the Board, a motion was made by Burwinkel, seconded by Thompson, and unanimously carried to adjourn the meeting at 2:05 p.m.

Board of Park Commissioners
Great Parks of Hamilton County


Caren Laverty, President
William J. Burwinkel
Stacey DeGraffenreid
Joseph C. Seta

Absent

Marcus Thompson

ATTEST:



Todd Palmet, Chief Executive Officer