

REGULAR MEETING**September 18, 2025**

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, Laverty, Schuster
 Staff: Palmeter, Henninger, Carleton, Broughton Murray, deJesus, Doellman, Rahe, Snow, Eismeier, Bird, Senefeld, Anklan, Volk, Honerlaw, Ference
 Guests: Tony Rosiello

GENERAL

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

2. AWARDS & RECOGNITIONS

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

- Chief of Planning Janet Broughton Murray introduced new employee Jen Eismeier, Director of Corridor & Trail Development.
- Chief of Conservation & Parks Jason Rahe introduced new employee Hannah Bird, Conservation & Parks Administrator.
- Chief of Philanthropy Tom Carleton introduced newly promoted employee Ann Senefeld, Philanthropy, Marketing & Brand Strategy Administrator.
- Assistant Golf Course Superintendent at Miami Whitewater Forest, Matt Honerlaw, earned his certificate in Golf Course Management from The Ohio State University.
- Chief of Marketing & Brand Strategy Rachel Doellman has been selected as an Ex Officio Member to represent Great Parks on the America 250 – Ohio – Hamilton County committee.
- Great Parks received an endorsement from the Cincinnati Regional Chamber in support of the 2025 Levy.

Ms. Wegman commented on the success of National Night Out and thanked the staff for all their hard work. She also commented on the new signage.

3. NEXT BOARD MEETING DATES:

Wednesday	October 15, 2025	3:00 p.m.	Winton Centre*
Thursday	November 20, 2025	1:00 p.m.	Winton Centre

* Board tour will precede the October 15 Regular Meeting, tentatively scheduled from 8:30 a.m. to 2:45 p.m. Please plan to arrive at 8:00 a.m.

ACTION

4. RESOLUTION #3852 – BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmetter presented the Bills & Payroll Resolution to the Board. Ms. Lavery inquired about how expenses are reported in Bills and Payroll versus the percentage of project completion. The staff led a thorough discussion, providing clarifying information on the Bills & Payroll report and the possibility of active project reporting in a general report. Upon motion duly made by Lavery, seconded by Schuster, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Ms. Lavery – Aye, Ms. Wegman – Aye, Mr. Schuster – Aye.
5. RESOLUTION #3853 – ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE HAMILTON COUNTY AUDITOR: Chief Executive Officer Todd Palmetter presented the resolution to the Board. Upon motion duly made by Schuster, seconded by Lavery, the Board approved the Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the Hamilton County Auditor. The Roll Call vote was as follows: Ms. Wegman – Aye, Mr. Schuster – Aye, Ms. Lavery – Aye.
6. RESOLUTION #3854 – BUDGET ADJUSTMENT: Chief Executive Officer Todd Palmetter presented the Budget Adjustment Resolution to the Board. Upon motion duly made by Lavery, seconded by Wegman, the Board approved the budget adjustment as presented in the resolution. The Roll Call vote was as follows: Mr. Schuster – Aye, Ms. Lavery – Aye, Ms. Wegman – Aye.
7. RESOLUTION #3855 – RESOLUTION OF SUPPORT FOR THE MILL CREEK TRIANGLE TRAIL FEASIBILITY STUDY: Chief Executive Officer Todd Palmetter presented the Resolution of Support to the Board. Ms. Lavery noted the large scale of this initiative and asked about the construction schedule. The staff led a thorough discussion, providing clarifying information on the scope of the project and construction schedule. Upon motion duly made by Schuster, seconded by Lavery, the Board approved Resolution #3855 to support the Mill Creek Triangle Trail Feasibility Study. The Roll Call vote was as follows: Ms. Lavery – Aye, Ms. Wegman – Aye, Mr. Schuster – Aye.

8. APPROVAL OF MINUTES: Upon motion duly made by Laverty, seconded by Schuster, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of August 21, 2025.
9. OAK GLEN SURPLUS PARCEL RESOLUTION #3851: Chief Executive Officer Todd Palmetter presented the ratification to the Board. Upon motion duly made by Schuster, seconded by Laverty, and unanimously carried, the Board ratified Resolution #3851 with the corrected date of August 13, 2025, as the deadline for submitting bids for the property. The Roll Call vote was as follows: Ms. Laverty – Aye, Ms. Wegman – Aye, Mr. Schuster – Aye.
10. SHARON WOODS RECTANGULAR RAPID FLASHING BEACONS: Chief Executive Officer Todd Palmetter presented the agreement to the Board. Ms. Wegman asked if the rectangular rapid flashing beacons were permanent. Ms. Laverty noted that the crossing was very busy. The staff led a thorough discussion, providing clarifying information on the scope of the project and the increased use of rectangular rapid flashing beacons in the city. Upon motion duly made by Laverty, seconded by Schuster, and unanimously carried, the Board authorized the CEO and his designees to execute an agreement with the City of Sharonville for the installation and maintenance of two Rectangular Rapid Flashing Beacons at one crossing on Kemper Road in Sharon Woods.
11. PROFESSIONAL SERVICES CONTRACT – CAPITAL PROJECT CONSTRUCTION
ADMINISTRATION SERVICES: Chief Executive Officer Todd Palmetter presented the professional services contract to the Board. Ms. Laverty asked if Planet Equity Group, LLC, was similar to a staffing agency. Ms. Wegman asked if there was a clause in the services contract allowing for hiring. The staff led a thorough discussion, providing clarifying information on the scope of the project and the professional services contract. Upon motion duly made by Laverty, seconded by Schuster, and unanimously carried, the Board increased the current contracted amount of \$69,800 for the existing professional services contract with Planet Equity Group, LLC by \$55,000 to a total of \$124,800.

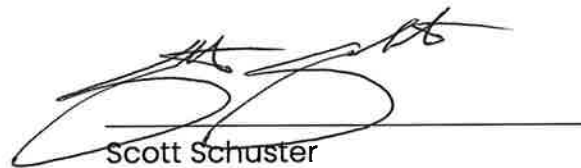
ADJOURNMENT

There being no further matters to come before the Board, a motion was made by Schuster, seconded by Wegman, and unanimously carried to adjourn the meeting at 1:35 p.m.

Board of Park Commissioners
Great Parks of Hamilton County


Melissa Wegman, President


Caren Lavery


Scott Schuster


Marcus Thompson

ATTEST:


Todd Palmeter, Chief Executive Officer