REGULAR MEETING

May 20, 2026

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 Scott Schuster opened the meeting and led the Board, staff, and guests in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners Schuster, Keating, Laverty, Wegman
Staff: Palmeter, Henninger, Collins, Doellman, deJesus, Broughton Murray, Messerschmitt, Rahe, Snow, Henderson, Liedtke, Bono, Unrau, Steuer, Resnik, Swigart, Ammar, Helmes, Hake, Anklan, Herbert, 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 Conservation & Parks Jason Rahe introduced newly promoted employee Sydney Henderson, Conservation & Parks Technician, Farbach-Werner Nature Preserve.
   - Chief of Guest Experiences Rachel Messerschmitt introduced new employee Sam Bono, Guest Relations Coordinator.
   - Chief of Guest Experiences Rachel Messerschmitt introduced newly promoted employee Carter Unrau, Campground Manager.
   - Chief of Guest Experiences Rachel Messerschmitt introduced new employee Kyra Liedtke, Interpreter, Farbach-Werner Nature Preserve

   Ms. Wegman noted that the Pollinator Festival was a great event, and also noted some calendar confusion on the website. Ms. Laverty stated she was excited to attend the upcoming Shaker Trace Nursery Grand Reopening.

3. NEXT BOARD MEETING DATES:

Thursday	June 18, 2026	1:00 p.m.	Winton Center
Thursday	July 16, 2026	1:00 p.m.	Winton Center

ACTION

4. RESOLUTION #3876 – BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmeter presented the Bills & Payroll Resolution to the Board. Ms. Laverty expressed her appreciation for the project status sheet in the agenda packet. Upon motion duly made by Laverty, seconded by Wegman, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Ms. Keating – Aye, Ms. Laverty – Aye, Mr. Schuster – Aye, Ms. Wegman – Aye.

5. RESOLUTION #3877 – THEN & NOW RESOLUTION: Chief Executive Officer Todd Palmeter presented the Then & Now Resolution to the Board. Ms. Laverty noted that the transactions were not large amounts. Upon motion duly made by Keating, seconded by Wegman, the Board approved the Then & Now Resolution. The Roll Call vote was as follows: Ms. Laverty – Aye, Mr. Schuster – Aye, Ms. Wegman – Aye, Ms. Keating – Aye.

6. RESOLUTION #3878 – BUDGET ADJUSTMENT: Chief Financial Officer Andrew Collins presented the Budget Adjustment Resolution to the Board. Upon motion duly made by Laverty, 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. Wegman – Aye, Ms. Keating – Aye, Ms. Laverty – Aye.

7. RESOLUTION #3879 – RESOLUTION OF AUTHORIZATION TO EXECUTE AND FILE AN APPLICATION THROUGH THE STATE OF OHIO NATUREWORKS GRANT PROGRAM: Chief Executive Officer Todd Palmeter presented the Resolution to the Board. Ms. Wegman asked about the process and requirements for resolutions. The staff led a thorough discussion, providing clarifying information on why resolutions are required for certain grant applications. Upon motion duly made by Wegman, seconded by Keating, the Board approved Resolution #3879 authorizing the Chief Executive Officer and his designees to apply and execute an application with the Ohio Department of Natural Resources under the NatureWorks Grant Program. The Roll Call vote was as follows: Ms. Wegman – Aye, Ms. Keating – Aye, Ms. Laverty – Aye, Mr. Schuster – Aye.

8. RESOLUTION #3880 – RESOLUTION PROVIDING AUTHORITY TO EXECUTE A CONTRACT WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES FOR PASS-THROUGH FUNDS FOR THE COLUMBIA TOWNSHIP WOOSTER PIKE BIKE TRAIL: Chief Executive Officer Todd Palmeter presented the Resolution to the Board. Ms. Wegman asked about the reimbursement and for information about the township's application for this grant. Ms. Laverty noted that she had received questions about the project. The staff led a thorough discussion, providing clarifying information on the grant application process, the pass-through funding, and the State Capital grant program. Upon motion duly made by Keating, seconded by Laverty, the Board approved Resolution #3880 authorizing the CEO and his designees to execute the Pass-Through Agreement with ODNR in the amount of $98,000 for costs associated with the Columbia Township Wooster Pike Bike Trail project. The Roll Call vote was as follows: Ms. Keating – Aye, Ms. Laverty – Aye, Mr. Schuster – Aye,-Ms. Wegman – Aye.

9. APPROVAL OF MINUTES: Ms. Laverty noted she was absent from this meeting. Upon motion duly made by Wegman, seconded by Schuster, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of April 16, 2026.

10. CONSTRUCTION MANAGER AT RISK SERVICES CONTRACT GUARANTEED MAXIMUM PRICE AMENDMENT TWO – SHARON WOODS HARBOR REVITALIZATION: Chief Executive Officer Todd Palmeter presented the bid to the Board. Ms. Wegman asked whether the solar power system would have similar analysis tools to those at Mitchell Memorial Forest. The staff led a thorough discussion, providing clarifying information on the construction manager at risk process and the solar system monitoring equipment. Upon motion duly made by Wegman, seconded by Keating, and unanimously carried, the Board awarded a contract in the amount of $294,826.14 to HGC Construction for Guaranteed Maximum Price (GMP) Amendment Two for the solar panel package of the Sharon Woods Harbor Revitalization project.

11. CAPITAL PURCHASE – WOODLAND MOUND SALT STORAGE: Chief Executive Officer Todd Palmeter presented the bid to the Board. Ms. Laverty noted the structure was attractive, despite its purpose. Ms. Wegman asked about coverage of the parks from this site. The staff led a thorough discussion, providing clarifying information on the location of salt storage structures at maintenance buildings and regional salt and equipment distribution. Upon motion duly made by Laverty, seconded by Wegman, the Board approved the purchase in the amount of $287,855.96 to CleanSpan Structures for the purchase of materials and construction of a salt storage building.

12. CAPITAL PURCHASE – ASPHALT AND RELATED SERVICES: Chief Executive Officer Todd Palmeter presented the capital purchase to the Board. Ms. Wegman asked about paving projects managed internally by staff. Ms. Keating asked about the schedule of these projects. The staff led a thorough discussion, providing clarifying information on project scheduling and projects done by the Site Construction team. Upon motion duly made by Wegman, seconded by Keating, the Board approved the purchase in the amount of $2,753,296 from Valley Asphalt Corporation for asphalt and related services.

13. PROFESSIONAL SERVICES CONTRACT – INFORMATION TECHNOLOGY SERVICES FOR COMPUTING AND NETWORKING INFRASTRUCTURE SUPPORT: Chief Executive Officer Todd Palmeter and Chief Financial Officer Andrew Collins presented the professional services contract to the Board. Ms. Laverty noted the consistency of continuing to use the same provider. Upon motion duly made by Laverty, seconded by Keating, the Board awarded a contract for Information Technology Services for Computing and Networking Infrastructure Support to Summit Digital Networks in the amount of $166,231 for Network, Systems, and Disaster Recovery, and in the amount of $122,455 for Help Desk Support.

MONITORING REPORTS

14. ENDS PRIORITY 2: Chief Executive Officer Todd Palmeter and Chief of Guest Experiences Rachel Messerschmitt presented the Ends Priority 2 report to the Board. Ms. Laverty noted hearing compliments about the kayak launch at Sharon Woods and asked how people get kayaks from the parking lot to the launch. Ms. Wegman noted she has received compliments about the renovated disc golf courses. Mr. Schuster commented on the Fernbank Playground surface and how the design originated, using critical thinking to make upgrades that are more flood resilient. Ms. Keating noted that efforts to reach underserved communities go a long way and congratulated the team on working with other non-profits to gain access to the parks. Ms. Wegman noted efforts to prescribe parks for mental and physical health, and that the data supports the importance of parks. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board complimented the staff on the presentation and then ordered the report filed for the record.

GENERAL REPORTS

15. PARK VISITATION & TRAIL USAGE REPORT: Chief Executive Officer Todd Palmeter and Chief of Guest Experiences Rachel Messerschmitt presented the report to the Board. Ms. Keating noted her use of trails and noted how beautiful the Shaker Trace Trail was during her visit to Miami Whitewater Forest. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board complimented the staff on the presentation and then ordered the report to be filed for the record.

EXECUTIVE SESSION

A motion was made by Wegman and seconded by Keating to go into Executive Session to consider the employment and compensation of public employees and to consider the sale or other disposition of property at 1:55 p.m. The Roll Call vote was as follows: Ms. Laverty – Aye, Mr. Schuster – Aye, Ms. Wegman – Aye, Ms. Keating – Aye.

Following the Executive Session, a motion was made by Keating and seconded by Wegman to reconvene the Regular Meeting at 2:47 p.m. The Roll Call vote was as follows: Mr. Schuster – Aye, Ms. Wegman – Aye, Ms. Keating – Aye, Ms. Laverty – Aye.

16. LAND ITEM: Upon motion duly made by Keating, seconded by Laverty, and unanimously carried, the Board authorized the CEO and his designees to negotiate a land acquisition proposal and execute the necessary documents for a less than 1.25 acre parcel in the east region of Hamilton County.

17. LAND ITEM: Upon motion duly made by Laverty, seconded by Wegman, and unanimously carried, the Board authorized the CEO and his designees to negotiate a land acquisition proposal and execute the necessary documents for a less than 0.89 acre parcel in the east region of Hamilton County.

18. LAND ITEM: Upon motion duly made by Wegman, seconded by Keating, and unanimously carried, the Board authorized the CEO and his designees to negotiate with Hamilton County and to execute the necessary documents for a 0.1759 acre permanent easement in the central region of Hamilton County.

19. LAND ITEM: Upon motion duly made by Laverty, seconded by Keating, and unanimously carried, the Board authorized the CEO and his designees to negotiate a land acquisition proposal with AE Door and Window Company and to execute the necessary documents for a parcel in the central region of Hamilton County.

ADJOURNMENT

There being no further matters to come before the Board, a motion was made by Wegman, seconded by Laverty, and unanimously carried to adjourn the meeting at 2:50 p.m.

Board of Park Commissioners
Great Parks of Hamilton County

Scott Schuster, President

Caroline Keating

Caren Laverty

Marcus Thompson

Melissa Wegman

ATTEST:

Todd Palmeter, Chief Executive Officer