

**REGULAR MEETING****January 22, 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, Lavery, Wegman,  
Staff: Palmeter, Henninger, Collins, Carleton, deJesus, Messerschmitt, Rahe, Snow, Flynn,  
King, Moeller, Johnson, Voorhies, Curtis, Hodge, Schilling, Hake, Peters, Sparks, Herbert,  
Anklan, Coler, Volk, Reddy, Ference  
Guests: Tony Rosiello, Mark Flynn

**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 Guest Experiences Rachel Messerschmitt introduced new employee Hannah Curtis, Equestrian Programs Manager.
- Chief of Guest Experiences Rachel Messerschmitt introduced newly promoted employee Lauren Hake, Guest Relations Manager.
- Chief of Human Resources Molly deJesus introduced new employee Sherri Sparks, Human Resources Administrator.
- Chief Financial Officer Andrew Collins introduced newly promoted employee Heather Flynn, Accounting Specialist.
- Chief Financial Officer Andrew Collins introduced new employee Ellen Peters, Enterprise Applications & Analytics Project Manager.
- Ellequate has certified Great Parks as a Bronze-Level Leader in Workplace Equity. Great Parks was first certified in September 2020.
- Great Parks received the Auditor of State StaRs Certificate for the 2024 Audit. The certificate is for the Highest Achievement in Open & Transparent Government.

Ms. Wegman gave a shout-out to the Winter Hike Series. She also congratulated the staff on the cold water immersion program.

## 3. NEXT BOARD MEETING DATES:

Thursday	February 19, 2026	1:00 p.m.	Winton Center
Wednesday	March 18, 2026	1:00 p.m.	Winton Center

**ACTION**

4. RESOLUTION #3864 – BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmeter presented the Bills & Payroll Resolution to the Board and the Capital Projects Update Report to the Board. Ms. Laverty thanked the staff for putting together the report on capital expense status to provide perspective on bill and payroll approvals. The CEO also noted that the projects page on our website offers good information on the status of the larger capital projects. Mr. Schuster encouraged the Board to use the website to stay informed and noted that the report will be issued quarterly. 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 #3865 – BUDGET ADJUSTMENT: Chief Financial Officer Andrew Collins presented the Budget Adjustment Resolution to the Board. Upon motion duly made by Wegman, seconded by Keating, the Board approved the budget adjustment as presented in the resolution. The Roll Call vote was as follows: Ms. Laverty – Aye, Mr. Schuster – Aye, Ms. Wegman – Aye, Ms. Keating – Aye.
6. RESOLUTION # 3866 – FUND TRANSFER: Chief Financial Officer Andrew Collins presented the Fund Transfer Resolution to the Board. Upon motion duly made by Laverty, seconded by Wegman, the Board approved the Fund Transfer Resolution. The Roll Call vote was as follows: Mr. Schuster – Aye, Ms. Wegman – Aye, Ms. Keating – Aye, Ms. Laverty – Aye.
7. RESOLUTION #3867 – RESOLUTION OF APPRECIATION – TRACIE SERGENT: Chief Executive Officer Todd Palmeter presented the Resolution of Appreciation for Tracie Sergent to the Board. Upon motion duly made by Wegman, seconded by Keating, the Board approved the Resolution of Appreciation for Tracie Sergent, Guest Relations Senior Manager, who has retired with 15 years of service with Great Parks of Hamilton County. The Roll Call vote was as follows: Ms. Wegman – Aye, Ms. Keating – Aye, Ms. Laverty – Aye, Mr. Schuster – Aye.
8. APPROVAL OF MINUTES: Upon motion duly made by Keating, seconded by Wegman, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of December 18, 2025.

9. BID TAB – SHARON LAKE FISH STOCKING: Chief Executive Officer Todd Palmeter and Chief of Conservation & Parks Jason Rahe presented the bid to the Board. Ms. Laverty asked about the details of the fish stocking and when the stocking would occur. The staff led a thorough discussion, providing clarifying information on the bid, the types of fish to be stocked, fish monitoring, and the fish stocking schedule. Upon motion duly made by Laverty, seconded by Wegman, and unanimously carried, the Board approved the bid in the amount of \$118,232.50 to Jones Lake Management for Fish Stocking Services at Sharon Lake.
10. CONSTRUCTION MANAGER AT RISK SERVICES CONTRACT GUARANTEED MAXIMUM PRICE AMÉNDMENT ONE – SHARON WOODS HARBOR REVITALIZATION: Chief Executive Officer Todd Palmeter presented the amendment to the Board. Ms. Laverty clarified that each amendment was brought to the Board separately. The staff led a thorough discussion, providing clarifying information on the construction manager at amendments, and the Guaranteed Maximum Price. Upon motion duly made by Keating, seconded by Laverty, and unanimously carried, the Board awarded a contract in the amount of \$64,542 to HGC Construction for Guaranteed Maximum Price (GMP) Amendment One for the Sharon Woods Harbor Revitalization project. The contract will be awarded pending legal review.
11. CONSTRUCTION MANAGER AT RISK SERVICES CONTRACT GUARANTEED MAXIMUM PRICE AMENDMENT ONE – WERK ROAD IMPROVEMENTS: Chief Executive Officer Todd Palmeter and Architectural Design Project Manager Melissa Reddy presented the amendment to the Board. Mr. Schuster asked whether any items emerged from the public meeting. Ms. Wegman noted that she frequently shares that the law enforcement presence at Great Parks makes the parks safe. Ms. Laverty indicated that she hoped there would be good support for this new park development. Ms. Keating asked about the length of the trail system. The staff led a thorough discussion, providing clarifying information on the park's different types of trails, its features, and the construction schedule. Upon motion duly made by Wegman, seconded by Keating, and unanimously carried, the Board awarded a contract in the amount of \$849,443.61 to Conger Construction Group for Guaranteed Maximum Price (GMP) Amendment One for the Werk Road Park Improvements project. The contract will be awarded pending legal review.
12. PROFESSIONAL SERVICES CONTRACT – LEGAL SERVICES – ADMINISTRATION: Chief Executive Officer Todd Palmeter presented the professional services contract to the Board. Ms. Wegman asked if this expense had increased in the 2026 budget. The staff led a thorough discussion, providing clarifying information on the scope of services. Upon motion duly made by Wegman, seconded by Laverty, the Board awarded a professional services contract in the amount of \$120,000 to The Abrams Law Firm, LLC for legal services.

13. PURCHASING CARD POLICY UPDATE: Chief Financial Officer Andrew Collins presented the Purchasing Card Policy Update to the Board. Ms. Lavery asked about the increase to the purchasing card maximum limit. The staff led a thorough discussion, providing clarifying information on the report. Upon motion duly made by Keating, seconded by Wegman, the Board approved the updated Purchasing Card Policy as presented.

#### **MONITORING REPORTS**

14. FINANCIAL CONDITION & ACTIVITIES: Chief Financial Officer Andrew Collins presented the Financial Condition & Activities report to the Board. Ms. Wegman asked about the disbursement from Great Parks Forever and the ORC threshold increase for bidding. Mr. Schuster noted that golf revenue performed well despite poor weather and turf disease in the local golf industry in 2025. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.
15. ASSET PROTECTION: Chief Executive Officer Todd Palmeto presented the Monitoring Report for Asset Protection to the Board. Ms. Lavery noted the insurance protection was an important part of the report. 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**

16. PHILANTHROPY DIVISION REPORT: Chief of Philanthropy Tom Carleton presented the Philanthropy Division report to the Board. Mr. Schuster asked about the matching funds as applied to Root Ball revenue. Ms. Keating asked about the Philanthropy Team's highlight of the year. The Board congratulated the Philanthropy staff on a successful year. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.
17. PURCHASING CARD COMPLIANCE OFFICER: Chief Executive Officer Todd Palmeto presented the Purchasing Card Compliance Officer report to the Board, reporting compliance. Ms. Lavery noted that it is commendable how the program is operated. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board ordered the report filed for the record.

**EXECUTIVE SESSION**

A motion was made by Wegman and seconded by Keating to go into Executive Session at 2:00 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: Ms. Wegman – Aye, Ms. Keating – Aye, Ms. Laverty – Aye, Mr. Schuster – Aye.

Following the Executive Session, a motion was made by Wegman and seconded by Keating to reconvene the Regular Meeting at 4:20 p.m. The Roll Call vote was as follows: Ms. Keating – Aye, Ms. Laverty – Aye, Mr. Schuster – Aye, Ms. Wegman – Aye.

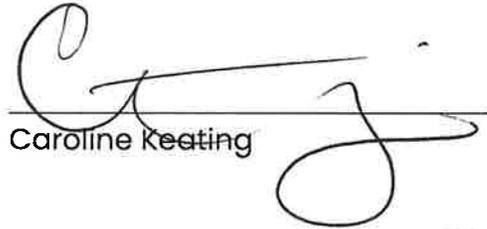
18. LAND ITEM: Upon motion duly made by Laverty, seconded by Wegman, and unanimously carried, the Board authorized the CEO and his designees to negotiate with Texas Gas and Boardwalk Pipelines and to execute the necessary documents for a public utility permanent easement in the west region of Hamilton County.
19. LAND ITEM: Upon motion duly made by Keating, seconded by Laverty, and unanimously carried, the Board authorized the CEO and his designees to negotiate with Duke Energy and to execute the necessary documents for a public utility permanent easement in the east region of Hamilton County.
20. COMPENSATION OF PUBLIC EMPLOYEES: Upon motion duly made by Laverty, seconded by Wegman, and unanimously carried, the Board authorized the Board President, CEO, and his designees to execute the necessary documents for compensation of public employees.

**ADJOURNMENT**

There being no further matters to come before the Board, a motion was made by Keating, seconded by Laverty, and unanimously carried to adjourn the meeting at 4:25 p.m.

Board of Park Commissioners  
Great Parks of Hamilton County

  
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Scott Schuster, President

  
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Caroline Keating

  
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Caren Laverty

  
\_\_\_\_\_  
Marcus Thompson

  
\_\_\_\_\_  
Melissa Wegman

ATTEST:

  
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Todd Palmetier, Chief Executive Officer