REGULAR MEETING **July 16, 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, Thompson, Wegman
Staff: Palmeter, Henninger, Collins, Doellman, deJesus, Rahe, Carleton, Messerschmitt, Broughton-Murray, Snow, Anklan, Boettcher, Bilyeu, Ference, Collie, Kinker, Sparks, Young, Peters, Lampert, McConnell, Westerhof, Flynn, Featherstone
Guests: Bob Ball, Tony Rosiello

GENERAL

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

2. AWARDS & RECOGNITIONS:

   Board President Scott Schuster presented a Resolution of Appreciation to Robert (Bob) Ball. Bob retired as a Conservation and Parks Technician on May 6, 2026, after sixteen years of service.

   Chief Executive Officer Todd Palmeter notified the Board of the following:
   - Chief of Conservation & Parks Jason Rahe introduced newly promoted employee Jim Kinker, Conservation & Parks Technician, Miami Whitewater Forest.
   - Chief Financial Officer Andrew Collins introduced new employee Anne Sparks, Enterprise Apps & Analytics Project Manager.
   - Ranger Chief Scott Snow introduced new employee Brandan Young, Ranger, Winton Woods.
   - Chief of Guest Experiences Rachel Messerschmitt introduced newly promoted employee Jacob Collie, Guest Experiences Manager, West Region.
   - Chief of Philanthropy Tom Carelton introduced new employee Hannah Boettcher, Philanthropy & Marketing & Brand Strategy Administrator.

3. NEXT BOARD MEETING DATES:

Thursday	August 20, 2026	1:00 p.m.	Winton Center
Thursday	September 17, 2026	1:00 p.m.	Winton Center

ACTION

4. RESOLUTION #3885 – BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmeter presented the Bills & Payroll Resolution to the Board. Ms. Laverty asked about guest refunds and thanked the staff for the updated project report. Ms. Keating also appreciated the report. 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, Mr. Thompson – Aye, Ms. Wegman – Aye.

5. RESOLUTION #3886 – THEN & NOW RESOLUTION: Chief Executive Officer Todd Palmeter presented the Then & Now Resolution to the Board. 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, Mr. Thompson – Aye, Ms. Keating – Aye.

6. APPROVAL OF MINUTES: Upon motion duly made by Wegman, seconded by Thompson, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of June 18, 2026.

7. BID TAB – MIAMI WHITEWATER FOREST GOLF COURSE IRRIGATION WELL CONSTRUCTION: Chief Executive Officer Todd Palmeter presented the bid to the Board. Upon motion duly made by Wegman, seconded by Laverty, and unanimously carried, Board awarded a contract in the amount of $750,405 to Layne Water Resources for the Miami Whitewater Forest Golf Course Irrigation Well Construction project.

8. CAPITAL PURCHASE – CULVERT MAINTENANCE SERVICES: Chief Executive Officer Todd Palmeter presented the capital purchase to the Board. Ms. Laverty asked if the projects would be in several parks, and asked what would happen to unspent funds. Upon motion duly made by Laverty, seconded by Keating, and unanimously carried, the Board approved the purchase in the amount of $905,000 from Pipeline Management Company, LLC, for culvert maintenance services.

9. PURCHASING CARD COMPLIANCE OFFICER APPOINTMENT: Chief Executive Officer Todd Palmeter presented the purchasing card compliance officer appointment to the board. Ms. Wegman asked when the new compliance officer would be introduced to the Board. The Board offered congratulations to the outgoing compliance officer. Upon motion duly made by Keating, seconded by Wegman, and unanimously carried, the Board approved the reappointment of Kait Reno as the Purchasing Card Compliance Officer for the remainder of 2026.

MONITORING REPORTS

10. FINANCIAL CONDITION & ACTIVITIES: Chief Financial Officer Andrew Collins presented the Financial Condition & Activities report to the Board. Ms. Laverty asked about the welcome booth revenue and the nature of the issues with mobile transactions. Ms. Wegman asked about Wi-Fi impacts. 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

11. 2027 SPECIAL PARK DISTRICTS FORUM: Chief of Marketing & Brand Strategy Rachel Doellman presented the Special Park Districts Forum report to the Board and shared the video that introduced attendees to Great Parks as the host agency. It was noted that the CEO would coordinate with the Board on their involvement. Ms. Laverty noted the report and video looked good. The Board then ordered the report filed for the record.

12. PHILANTHROPY DIVISION REPORT: Chief of Philanthropy Tom Carleton presented the Philanthropy Division report to the Board. Ms. Wegman asked about the Rootball sponsor status. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

13. PURCHASING CARD COMPLIANCE OFFICER: Chief Executive Officer Todd Palmeter presented the Purchasing Card Compliance Officer report to the Board, reporting compliance. 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 Thompson, seconded by Keating, and unanimously carried to adjourn the meeting at 1:45 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