

The regular scheduled 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 William J. Burwinkel opened the meeting and led the Board and staff in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners – Burt, Burwinkel, Seta, Niehoff, Warner  
Staff: Sutton, McDonough, Lowe, Palmeto, Mowery, Spencer, Stultz, Frazer, Zelek, Henninger, Bruce, Ference, Rogers, Collins  
Guests: None present

1. RESOLUTION NO. 3503 - BILLS & PAYROLL RESOLUTION: The Board reviewed the Bills and Payroll Resolution asking staff to provide clarifying information on the content and scope of several payment items. Following a thorough discussion, the Board found the staff explanation acceptable and satisfactory. Upon motion duly made by Seta and unanimously carried, the Board approved and signed the Bills & Payroll Resolution.
2. RESOLUTION NO. 3504 - THEN AND NOW RESOLUTION: Upon motion duly made by Burt and unanimously carried, the Board approved and signed the Then and Now Resolution.
3. RESOLUTION NO. 3505 – BUDGET ADJUSTMENT – MARCH 2018: Upon motion duly made by Seta and unanimously carried, the Board approved and signed the Budget Adjustment Resolution.
4. DONATIONS: Upon motion duly made by Warner and unanimously carried, the Board approved accepting the donations received during February 2018. The letter from the Judge of Probate Court approving acceptance of the terms of the gifts will be attached to the Final Minutes.
5. NEXT BOARD MEETING DATES:

Thursday	April 19, 2018	1:00 p.m.	Winton Centre
Thursday	May 17, 2018	1:00 p.m.	Winton Centre

## I b - ACTION

6. APPROVAL OF MINUTES: Upon motion duly made by Niehoff and unanimously carried, the Board approved and signed the Final Minutes of the Board meeting of February 15, 2018.

7. CAPITAL PURCHASES: The following equipment will be purchased utilizing the State of Ohio's competitive bidding process:

GREENS MOWERS: Upon motion duly made by Warner and unanimously carried, the Board authorized the purchase of two John Deere greens mowers in the amount of \$67,302.97 from John Deere Company.

HYBRID LIGHTWEIGHT FAIRWAY MOWER: Upon motion duly made by Niehoff and unanimously carried, the Board authorized the purchase of the hybrid lightweight fairway mower in the amount of \$52,792.93 from John Deere Company.

SLOPE MOWERS: Upon motion duly made by Warner and unanimously carried, the Board authorized the purchase of two Ven-trac mowers and associated mower decks in the amount of \$60,374.53 from Reynolds Farm Equipment.

LARGE AREA CONTOUR MOWER: Upon motion duly made by Seta and unanimously carried, the Board authorized the purchase of the large area contour mower in the amount of \$61,980.45 from John Deere Company.

8. BIDS:

MULCHING OF LANDSCAPE BEDS AND TREE RINGS: Upon motion duly made by Burt and unanimously carried, the Board authorized award of contracts for Mulching of Landscape Beds and Tree Rings to the lowest and best bid for each park as follows: Luther Landscaping awarded \$11,050.00 for three parks and Evans Landscaping, Inc. awarded \$72,397.50 for nine parks.

TURF FUNGICIDES: After carefully reviewing the bids submitted for turf fungicides and upon motion duly made by Warner and unanimously carried, the Board rejected the following three bids as they failed to meet the bid requirements as specified in the bid documents: the bid submitted by Helena Chemical; the bid submitted by Target Specialty Products and; the bid submitted by SiteOne. Upon motion duly made by Niehoff and unanimously carried, the Board authorized award of contract for the purchase and delivery of turf fungicides for the 2018 season to the lowest and best bid submitted by Green Velvet Sod in the total amount of \$124,757.43.

EMERGENCY TREE WORK – SHAWNEE LOOKOUT: Upon motion duly made by Niehoff and unanimously carried, the Board determined that a real and present emergency exists in accordance with ORC Section 307.86(A) permitting Great Parks an exception from the legal bid process.

The following bids were received:

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|--|----------|
| • Hyde Park Landscaping & Tree Service | \$45,300 |
| • Davey Tree                           | \$61,500 |
| • Luther Landscaping                   | \$67,350 |

The staff will award the contract to the lowest and best bid submitted by Hyde Park Landscaping & Tree Service in the amount of \$45,300. As this contract amount is below the \$50,000 threshold, Board action is not required.

## II - MONITORING REPORTS

9. MONITORING REPORT – TREATMENT OF GUESTS. The Board reviewed the Monitoring Report for Treatment of Guests. After a thorough discussion, the Board found the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

## III – GENERAL REPORTS

10. RECENT FLOODING EVENTS: Chief of Conservation and Parks Bret Henninger, Chief of Guest Experiences Bill Mowery, Chief of Planning Todd Palmeter and Chief Financial Officer Thomas Lowe provided a presentation on the recent flooding events that occurred in February across the park district and the status of cleanup activities. After a thorough discussion the Board thanked the staff for being proactive in addressing the flood impacts and protecting the park assets and then ordered the report filed for the record.
11. COMPREHENSIVE MASTER PLAN UPDATE: Chief of Planning Todd Palmeter presented an update on the status of the Comprehensive Master Planning process. Following a thorough discussion, the Board requested copies of the presentation and then ordered the report filed for the record.
12. PUBLIC COMMENTS: No one requested to address the Board.

## IV – EXECUTIVE SESSION

A motion was made by Burt and seconded by Warner to go into Executive Session at 2:12 p.m. to discuss a potential land acquisition. Mr. Niehoff - Aye, Mr. Seta - Aye, Mr. Burwinkel - Aye, Ms. Warner - Aye, Mr. Burt - Aye

Following the Executive Session, a motion was made by Seta and seconded by Niehoff to reconvene the Regular Meeting at 2:33 p.m. The Roll Call vote was as follows: Mr. Seta - Aye, Mr. Burwinkel - Aye, Ms. Warner - Aye, Mr. Burt - Aye, Mr. Niehoff - Aye

- 13. LAND ACQUISITION – OAK GLEN NATURE PRESERVE: Upon motion duly made by Niehoff and unanimously carried, the Board authorized the staff to execute a contract to acquire a two-acre parcel adjacent to Oak Glen Nature Preserve.

There being no further matters to come before the Board, a motion was made by Niehoff and seconded by Burt to adjourn the meeting at 2:35 p.m.

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ATTEST: \_\_\_\_\_  
Chief Executive Officer