



Cincinnati Board of Park Commissioners
Board Meeting Agenda
October 16 9:00 AM
950 Eden Park Drive Cincinnati, OH 45202

ORDER OF BUSINESS

I. Call to Order

A. Public Comments

II. Administrative Actions

A. Action Item: Approval of September 26, 2025, Meeting Minutes

III. Information / Updates / Action Items

A. Grant Program Overview

Kara Schirmer, Grant Writer

B. Grants Application / Acceptance

Jason Barron, Director

1. Action Item: Parks Foundation Grants Acceptance

2. Action Item: Parks Foundation Q3 In-Kind Donations

C. Planning & Design Update

Jason Barron, Director

1. Action Item: Sawyer Point Landscape Architect

D. Proposed Education Fee Increases

Andrew Bernier, Manager of Education

E. Monthly Finance / IT Division Highlights

Herta Fairbanks, CFO

F. HR Update

Derrick Gentry, HR Manager

IV. Director's Comments

V. Open Commissioner Discussion & Comments

VI. Next Regular Meeting Date: Thursday, November 20, 2025, at 9:00 AM

VII. Adjournment



Date: October 16, 2025
To: Board of Park Commissioners
From: Jason Barron, Director
Subject: Action Item Agenda

BOARD OF PARK

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Division Manager

Rocky Merz
Division Manager

This memo provides a summary of action items for the October 2025 Board of Park Commissioners Meeting.

Action Items

- **Approval of the September 26, 2025, Meeting Minutes**
- **Parks Foundation Grants Acceptance: Glenway and Owl's Nest**
Staff respectfully requests the Board approve the application for and acceptance of grant funds made to the Cincinnati Parks Foundation in an amount up to \$2,290,000.
- **Parks Foundation Q3 2025 In Kind Donations**
Staff respectfully requests the Board approve the acceptance of \$48,502.99 in in-kind contributions for Q3 2025 from the Cincinnati Parks Foundation.
- **Sawyer Point Landscape Architect Selection**
Staff respectfully requests approval of the award of Landscape Architect work at Sawyer Point to MKSK in the amount of \$105,000, with an additional \$10,000 to be kept in reserve for contingency.

BOARD OF PARK COMMISSIONERS
September 26, 2025

CALL TO ORDER

A meeting of the Cincinnati Board of Park Commissioners was held on this day at 950 Eden Park Drive. Commissioners present: Vice President Kick Lee, Commissioner Susan Castellini, Commissioner Phyllis McCallum, and Commissioner John Neyer. President Molly North was not present. Vice President Lee called the meeting to order at 9:03am.

Acknowledgement of Public Comments

Vice President Lee acknowledged four in-person public comments about Burnet Woods and Miles-Edwards Park. Vice President Lee also acknowledged public comments received via email.

ADMINISTRATIVE ACTIONS

Approval of the August 21 Meeting Minutes

Commissioner Castellini motioned to approve the August 21, 2025, meeting minutes. Commissioner Neyer seconded. The motion passed by a unanimous voice vote.

ACTION ITEMS

Eden Park Storm Sewer

Director Jason Barron informed the Commissioners of two different stormwater issues needing attention in Eden Park, one at the Elsinore steps and one at Playhouse in the Park. Staff requested the Board approve the award of work for both projects to Rack & Ballauer Excavating, Inc., through our existing stormwater contract. Commissioner McCallum motioned to approve the award of work to Rack & Ballauer in the amount of \$151,800, with a \$10,000 contingency to be held in reserve. Commissioner Neyer seconded. The motion passed by a unanimous voice vote.

Mt. Airy Drainage Repairs

Director Barron presented a package of seven individual stormwater improvements that would have a significant positive effect on stormwater management in Mt. Airy Forest near the Arboretum. Staff requested this project also be awarded to Rack & Ballauer, under the stormwater contract, in the amount of \$146,600. Commissioner Castellini motioned to approve the award of work to Rack & Ballauer in the requested amount, with a \$10,000 contingency to be held in reserve. Commissioner McCallum seconded. The motion passed by a unanimous voice vote.

INFORMATION / UPDATES

Planning & Design Update

Director Barron provided updates on the Burnet Woods dog park, the Smale Lot 23 project, the Mt. Airy bike skills course and associated signage, tree root protection efforts at the Ault Park playground site, Everybody's Treehouse, Parks' Sinton campus and Biochar facility, the Sawyer Point Playground and site repairs, the hydrological study at California Woods, Glenway, and other maintenance and repair projects throughout Parks.

Finance / IT Division Highlights

Division Manager of Finance and IT, Herta Fairbanks, shared updates on the Finance team's ongoing work to ensure the new fiscal year runs smoothly, and efforts to improve the clarity and detail of the monthly financial reports, particularly in the presentation of fund descriptions. Staff also updated Commissioners on the IT team's implementation of software and hardware upgrades for employees throughout the department.

HR Update

Human Resources Manager, Derrick Gentry, shared an overview of full-time staffing, vacancies, recent appointments and promotions, as well as upcoming Staff outreach events such as the All Staff Celebration and the final morning Staff Social of the season. The Staff and Commissioners also discussed the progress of interviewing for the open Division Manager of Planning & Design position.

ACTION ITEMS

Parks Foundation Donation

Director Barron shared that the Cincinnati Parks Foundation's intended donation of annual distributions from endowments in FY26 totals \$112,233, \$54,484 of which is designated for Smale Park. Commissioner Castellini motioned to accept the donation in the amount of \$112,233. Commissioner Neyer seconded and thanked the Foundation for their generous donation. The motion passed by a unanimous voice vote.

Board of Visitors Donation

Director Barron provided an overview of Parks' annual meeting with the Board of Visitors (BOV), in which Parks presents plans for the upcoming year along with an associated budget and requested amount of support. For FY26, the BOV authorized a donation of \$256,117.52 to support activities in Bicentennial Commons and at the P&G Pavilion. Commissioner McCallum motioned to accept the donation. Commissioner Neyer seconded. The motion passed by a unanimous voice vote.

Parks Foundation Grant: Ault Park Fireworks

Director Barron shared that the Parks Foundation has generously offered to reimburse costs incurred by Parks from the 2025 Ault Park July 4th fireworks event through a grant in the amount of \$9,458.75. Commissioner Neyer motioned to accept the grant. Commissioner McCallum seconded. The motion passed by a unanimous voice vote.

ODNR LWCF Grant: Owl's Nest

Director Barron outlined an available grant opportunity from the Ohio Department of Natural Resources (ODNR), and requested the Board approve application for the grant in an amount up to \$500,000, for the restoration of the Owl's Nest Pavilion and other park improvements. Commissioner Castellini motioned to approve application for and, if awarded, acceptance of the grant. Vice President Lee seconded. The motion passed by a unanimous voice vote.

DIRECTOR'S COMMENTS

Director Barron presented the following updates:

- ReLeaf, a partnership with the Parks Foundation, MadTree Brewing, and Dynegy, will be giving away 1,000 trees to be planted throughout Cincinnati

- Mt. Airy Forest Trailfest took place September 13, and attendees were updated on the bike skills course and other projects coming to Mt. Airy Forest
- Controlled bow hunting season runs September 27 – February 1
- Fall events happening throughout Parks, including America's River Roots
- The Parks Foundation's 19th annual Hats Off Luncheon takes place on October 3.

ADJOURNMENT

Vice President Lee adjourned the meeting at 10:35am.

The next regular meeting date is Thursday, October 16, at 9:00am.

ATTEST:

PRESIDENT _____ DIRECTOR _____



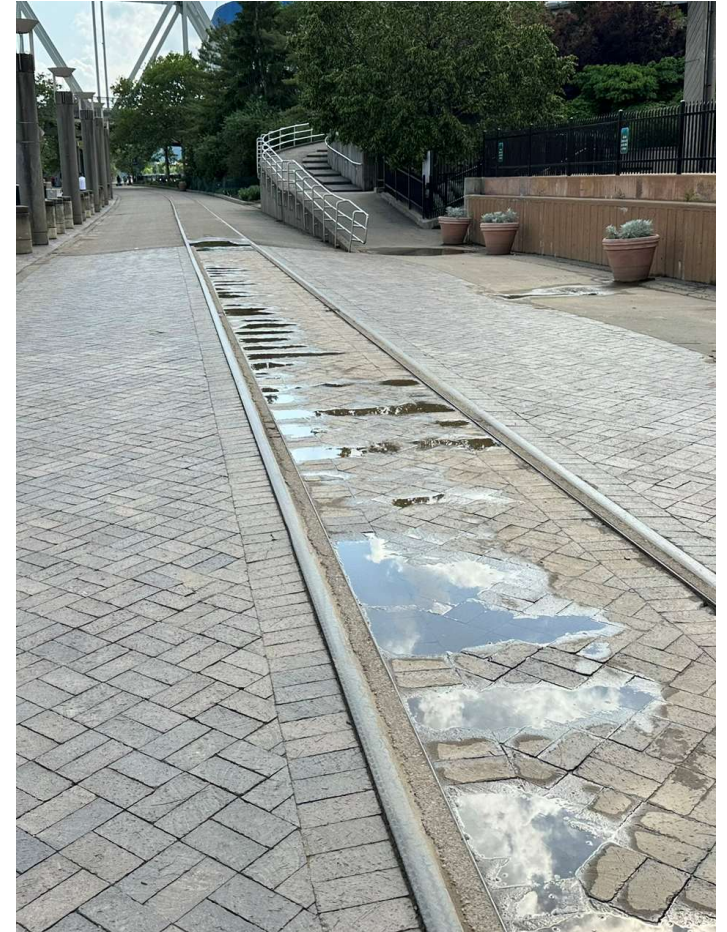
Grant Program Update

October 16, 2025



Applied for Funding

- 14 total applications
 - Individual award range: \$5,000 - \$1,000,000
 - Ten grants awarded - \$1,390,539
 - Two grants declined - \$510,000
 - Two grants pending - \$125,000



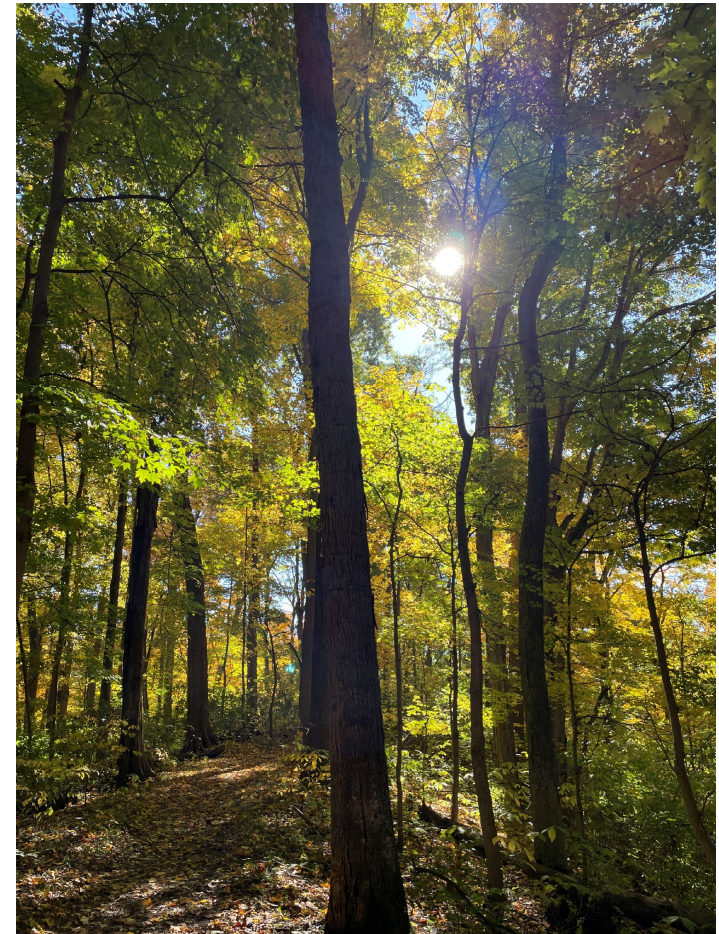
Application in Process

- 4 total applications
 - More than \$2 million in potential grant funds
 - Projects:
 - Owls Nest Improvements
 - Riverfront Marina
 - Explore Nature



Future Prospects

- NatureWorks Grant (up to \$150,000)
- Clean Ohio Greenspace Grant (\$100,000+)
- Water Resource Restoration Sponsor Program (500,000+)
- Trail Grants
 - Clean Ohio Trail Fund (up to \$500,000)
 - Recreational Trails Program (up to \$150,000)
 - OKI Regional Council of Governments
 - Transportation Alternatives (up to \$1,000,000)
 - Surface Transportation Block Grant (STBG) and Congestion Mitigation Air Quality (CMAQ) (up to \$6,000,000)



Cincinnati Parks Grant Program Overview

October 16, 2025

Application Year	Grant Name	Project Name	Status	Amount	Match Requirement	Notes
	Legacy Grants					
2019	2019 Recreational Trails Program	Little Duck Creek-Bramble Park Trail	Awarded	\$129,958	\$59,239	In process
2021	21/22 State Capital Grant	Ault Park Improvements- WIFI	Closed	\$37,173	n/a	Complete
2021	FY25/26 State Capital Grant	Smale Riverfront Park	Awarded	\$1,666,000	n/a	Awaiting city/county property transfer
2023	FY23/24 State Capital Grant	Ault Park Hiking Trails and Playground Refurbishment	Awarded	\$343,000	n/a	Hiking trail complete, playground under construction
2023	FY25/26 State Capital Grant	Ohio River Trail - Sawyer & Yeatman's	Awarded	\$137,200	n/a	Project design
	Current Grants					
2024	2024 National Walk to a Park Day	Owl's Nest Park Jam Fest	Closed	\$5,000	n/a	Complete
2024	2024 People For Bikes	Mt. Airy Skills Course	Declined	\$10,000	n/a	Not enough resources - 82 applications only resources for 9 for full applications.
2024	2024 NatureWorks Grant	Glenway Park Improvements	Awarded	\$50,082	\$17,000	In process
2024	2024 Greater Cincinnati Foundation Environmental Sustainability	Glenway Park Improvements	Awarded	\$25,000	n/a	Applied by Cincinnati Parks Foundation in partnership with Parks
2024	2024 Clean Ohio Greenspace Grant	Mt Adams Greenspace	Awarded	\$194,990	\$68,510	In process. Match provided by Foundation
2024	2024 Ohio History Fund	Historic Sign Project	Awarded	\$14,051	\$12,982	In process
2025	2025 Land and Water Conservation Fund	Owl's Nest Improvements	Declined	\$500,000	\$500,000	Highly competitive – 9 out of 53 applications were funded. Our application ranked 11th.
2025	2025 Ohio EPA Community and Litter Grant	Biochar Equipment	Awarded	\$97,085	\$24,271	In process
2025	2025 GCP Seeds of Change	Mt Airy Program Bussing	Awarded	\$4,330.68	n/a	In process
2025	2025 OKI Regional Council of Governments Transportation Funding	Ohio River Trail - Sawyer & Yeatman's	Awarded	\$1,000,000	\$1,000,000	Funds available July 2028
2025	2025 Urban Forestry Grant	Cincinnati Parks Urban Forestry Program	Applied for/pending	\$100,000	n/a	Notice by the end of October
2025	2025 Bell Charitable Foundation	Cincinnati Parks Biochar Project	Applied for/pending	\$25,000	n/a	Applied by Cincinnati Parks Foundation in partnership with Parks. Notice in December
2025	2025 Boating Infrastructure Grant (BIG)	Riverfront Marina	Application in progress	\$1,500,000	25%	Notice in Spring 2026
2025	2026 Land and Water Conservation Fund	Owl's Nest Improvements	Application in progress	\$500,000	\$500,000	Notice in Spring 2026
2025	FY26/27 State Capital Grant	Riverfront Marina	Application in progress	\$100,000+	n/a	Fall Deadline
2026	2026 Ohio Environmental Education Fund	Explore Nature	Application in progress	\$50,000	50%	January Deadline
	Future Grants					
2026	2026 NatureWorks Grant	TBD	Prospect	\$150,000	25%	July Deadline
2026	2026 Water Resource Restoration Sponsor Program	California Woods Restoration	Prospect	\$500,000+	n/a	July Deadline
2026	2026 Clean Ohio Greenspace Grant	TBD	Prospect	\$100,000+	25%	September Deadline
2026	2026 Norfolk Southern Thriving Communities	TBD	Prospect	\$50,000	n/a	September Deadline
TBD	Clean Ohio Trail Fund/Recreational Trails Program	Future Trail Project	On Radar	\$500,000	25%	Need to complete Bramble Park Trail
TBD	OKI Regional Council of Governments Transportation Funding	Future Trail Project	On Radar	\$100,000+	20%	Future trail project
TBD	Save America's Treasures	Krohn Conservatory	On Radar	\$750,000	50%	Need National Historic Landmark/National Register of Historic Places Designation

	Legacy grants
	Applied for funding
	Application in process
	Future prospects



Date: October 16, 2025

To: Board of Park Commissioners

From: Jason Barron, Director

Subject: Grant Application/Acceptance – Cincinnati Parks Foundation

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Crystal Courtney
Division Manager

Herta Fairbanks
Division Manager

Rocky Merz
Division Manager

Background

The Cincinnati Parks Foundation receives contributions to fund a variety of programs and improvements. For the Park Board to utilize those funds, staff will apply for funds through a grant application process.

Description

Staff request approval to apply for and accept the grants listed below from the Cincinnati Parks Foundation:

1. \$290,000 – Glenway Park Improvements

Grant will be used for the playground and project construction at Glenway Park. *This request replaces a similar request from May 16, 2024, for up to \$275,000.*

2. \$2,000,000 – Owl's Nest Park Improvements

Grant will be used for the technical drawings and construction costs for the improvement project at Owl's Nest Park.

Recommendation

Staff respectfully requests the Board approve the application for and acceptance of grant funds made to the Cincinnati Parks Foundation in an amount up to \$2,290,000.



Date: October 16, 2025

To: Board of Park Commissioners

From: Jason Barron, Director

Subject: Acceptance of In-Kind Contributions

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John E. Neyer

Background

Board approval is needed to retain QTR3 2025 in-kind contributions.

Description

Staff is requesting approval to accept \$48,502.99 in in-kind contributions for QTR3 2025. The detail of the contributions is provided in Attachment A.

Recommendation

Staff respectfully requests the Board approve acceptance of in-kind contributions in the amount of \$48,502.99.

Attachment A – In-Kind Donations QTR3 2025

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

Herta Fairbanks
Division Manager

Rocky Merz
Division Manager

Attachment A - Cincinnati Parks Foundation INDIRECT Donations to Cincinnati Park Board - 3rd Quarter, 2025

Date	Type	Num	Name	Memo	Amount
7/8/2025	Check	16364	Baron Identification Products	Baron ID Products-Memorial Tree and Bench Engravings	\$65.25
7/15/2025	Check	16367	Peerless Printing Co.	Inv 58751 signs & posters - Ault Park fireworks	\$1,050.00
7/15/2025	Check	16369	Porta Kleen	Inv 2059363 Ault Park fireworks	\$1,000.00
7/21/2025	Check	16371	ULINE Shipping Supply	Inv 194931021 Sign holders - Smale park	\$1,692.18
7/26/2025	Journal Entry	706		Eureka Farms LLC Miami FL-Plants for Krohn Conservatory	\$7,392.82
7/31/2025	Journal Entry	705		Dee Cantalice donated sign for parks	\$816.21
7/31/2025	Check	16388	E C SHAW COMPANY	Lytle Park bench signs	\$820.99
8/12/2025	Check	16405	Moerlein Lager House	Inv AR 000100 Rockin Roebling summer concert series sponsorship	\$10,450.00
8/15/2025	Check	16410	Mark House	Reimbursement for cake 30th butterfly - Krohn	\$94.00
8/26/2025	Journal Entry	711		Sunsetvalle-Orchids for Krohn Conservatory from Sunset Valley Orchids	\$1,236.00
8/26/2025	Journal Entry	711		The Empanada's Box-Lunch for Krohn Conservatory	\$235.00
9/15/2025	Check	16435	E C SHAW COMPANY	Inv 859824 Schuckman library sign	\$2,475.00
9/16/2025	Check	16442	Mary Works Carpentry	deposit for Krohn Spring show - laterns	\$14,383.00
9/26/2025	Journal Entry	720		Chipotle-Lunch for Explore Nature CIT Program End of Year Thank you Party	\$351.60
9/26/2025	Journal Entry	720		LaRosa's Boudinot-Lunch for Park Board Team Meeting	\$893.47
9/26/2025	Journal Entry	720		Wayfair-Replacement Podium for events at Park Board	\$172.47
9/30/2025	Check	16466	167 Signs LLC	Inv 3297 carousel designs at Smale park	\$375.00
9/30/2025	Check	16470	ACSENT SIGNS, LLC	Inv 7250708 engrave Phyllis Smale award winners	\$5,000.00
Total					\$48,502.99



Date: October 16, 2025
To: Board of Park Commissioners
From: Jason Barron, Director
Subject: Planning & Design Monthly Update

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950 Eden Park Drive
Cincinnati, Ohio 45202
Phone (513) 352-4080
Fax (513) 352-4096
www.cincinnatiiparks.com

Park Board Commissioners, please review the monthly update from the Division of Planning & Design (P&D):

Action Item

Sawyer Point Landscape Architect Selection: Parks received several proposals in response to the RFP for a Landscape Architect to support redeveloping the area of Sawyer Point that was impacted by the playground fire. The RFP evaluation committee reviewed and scored the proposals with the help of City Procurement and has selected MKSK as the winning proposal.

MKSA received excellent scores in terms of qualifications, overall scope of work, economic inclusion, and staff and deliverables. In addition, they had the lowest cost proposal.

As Landscape Architect for the project, MKSK will assist Parks with architectural support for the playground project, review accessibility at Sawyer Point, make recommendations for upgrades, and assist Parks in developing a proposed usage plan for the area under the bridge. Parks Staff requests approval of the award of Landscape Architect work at Sawyer Point to MKSK in the amount of \$105,000, with an additional \$10,000 to be kept in reserve for contingency.

2025 Plan of Work Underway Projects

Burnet Woods Dog Park: The Burnet Woods Dog Park opened on Friday, October 10th. The curb cuts were completed, and all of the signage was installed last week. The crosswalk should be painted this week. Early feedback from visitors has been positive.

Smale Lot 23 Enhancements – Construction: This project continues on schedule. Work continues on the donor wall. The contractor is gearing up for work on the Race Street turnaround and the south esplanade.

Mt. Airy Area 23 Bike Skills Course, ADA Pathway, and Comfort Station: The grand opening of the bike skills course is scheduled for Wednesday, October 29th at 11:15 am. The signs have been produced and are scheduled to be installed before the opening. Work continues to bid out the work to complete the accessible trail and the restoration projects for the comfort station and the overlook. Those projects will be completed before spring 2026.

Ault Park Playground: P&D coordinated with the playground partner, DWA, to shift the layout of the play structures in order to accommodate the main root systems of the mature, large canopy trees near the playground. In addition, we have modified the layout and type of safety surface in order to protect the trees. We will now be using a surface similar to what was used for the walking path at Lytle Park, which is made with recycled rubber and is permeable. We met with the Ault Park Advisory Council to show them the new layout and ensure that it aligns with what we had previously agreed to. They were enthusiastically in support. DWA should be mobilizing to begin playground installation later this week.

Mt. Airy Everybody's Treehouse – Repairs and Stabilization: Mobilization for construction is scheduled to occur next week. Tree protection is being installed. If weather cooperates, construction could be complete by the end of the year, with a targeted re-opening to kick off the season during spring 2026.

Sinton - East Operations, Facilities and Biochar Campus: Parks' Operations, Facilities, Natural Resources, and Planning & Design teams are working to compile and submit all comments on KZF's Design Development plans early next week. A meeting is scheduled to review those comments with KZF in early October. KZF will then move forward with developing the construction drawings.

Sawyer Point Playground: Parks will host Midstates in Cincinnati at the end of the month for a tour of the new playground site. Parks has shared the results of the survey with Midstates. Parks is gathering all of the special data of the site to share with Midstates to guide the design. Midstates is finalizing the timeline for design.

California Woods: Parks completed an in-depth walkthrough of the California Woods Nature Preserve with Stantec last week. Staff reviewed all of the proposed hydrological improvements to improve the health of the stream. Stantec will now review the feedback and update the plans for further review.

Glenway Park: Under the City's pilot professional services program, Parks has identified an architect to design the accessible pathway entrance to Glenway Park. We are working to get them under contract and begin that design process. The next step is to work with City Procurement to identify a playground partner for the project.

Priority Maintenance & Emerging Repair Projects

- Warder Nursery parking expansion: reviewing quote.
- Mt. Airy Arboretum Septic System repairs: working with MSD to provide an engineer's estimate.
- Septic system conversions: McFarlan Woods and Doris Day Dog Park.
- Admin roof repairs.
- Vehicle gates at Mt. Echo, Bellevue, Fairview, and Mt. Storm.



Date: October 16, 2025

To: Board of Park Commissioners

From: Herta Fairbanks, Division Manager/CFO

Subject: Monthly Finance Division Highlights - FY26 Financial Review and Realignment

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The Cincinnati Park Board has a very complex financial structure that is governed by the rules and regulations of governmental accounting standards, the standards of the State of Ohio, and the standards of the City of Cincinnati. As such, the financial structure requires periodic adjustment as new programs and opportunities come online or as existing programs and opportunities meet the end of their activities. Occasionally, these adjustments to the financial structure can be overlooked, resulting in an overly complex structure that has legacy information that is no longer relevant.

The Finance Division has spent considerable time and effort looking at our current financial structure and identified areas that can be improved, streamlined, and clarified that will allow for better tracking and reporting of Parks' activities. In doing so, we have developed a phased approach to changes and identified four main goals for Phase 1, to be implemented in FY26. These goals were selected based upon the ability to implement them and see immediate results from their implementation.

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

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Financial Realignment - Phase 1 Summary

Goal 1 – Bureau Reduction

Goal 2 – Fund Consolidation

Goal 3 – Revenue Code Alignment

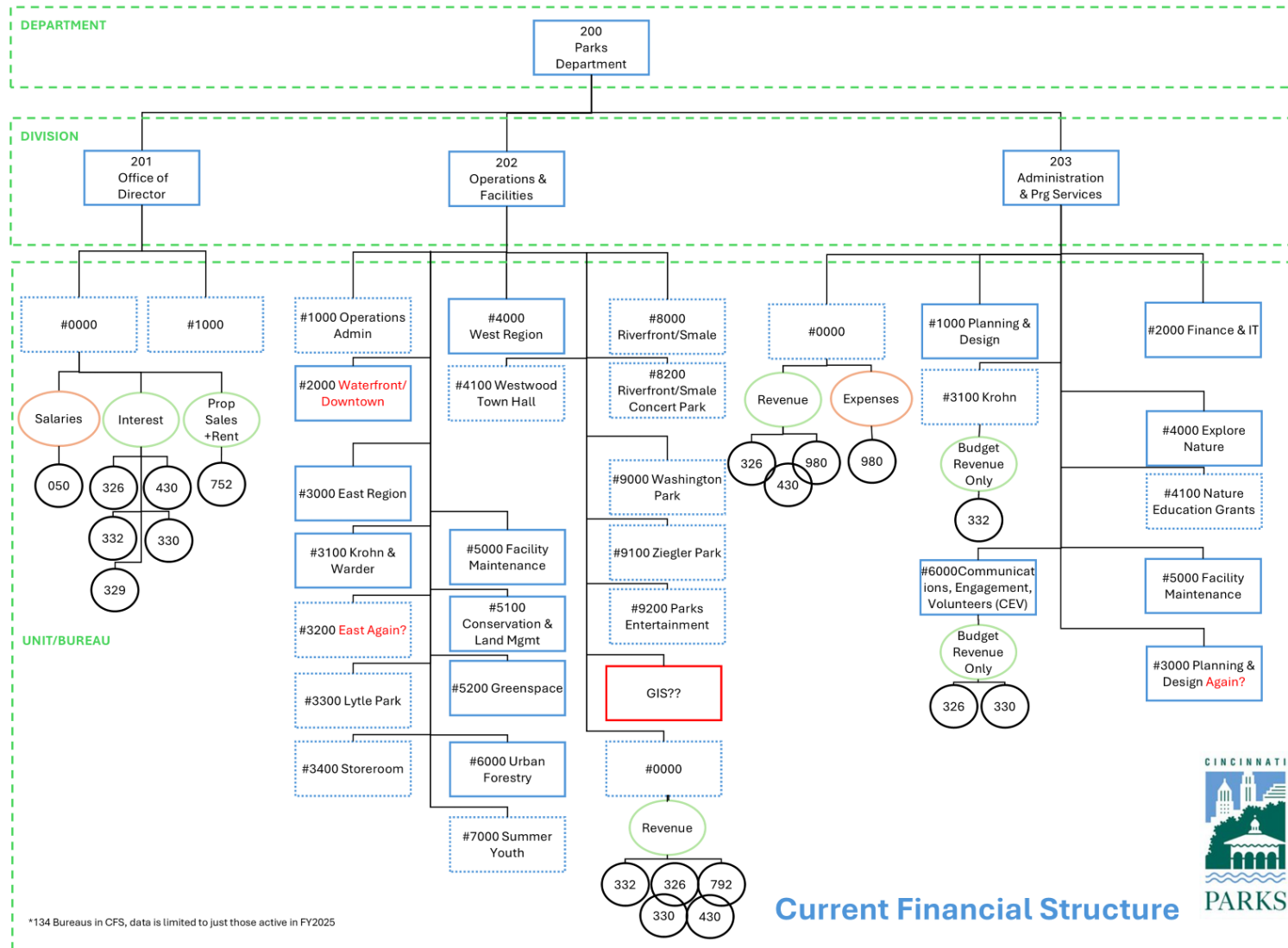
Goal 4 – Clarify and Align Policies

Goal 1 – Bureau Realignment will reduce the number of bureaus, essentially functional areas, that Parks uses to report revenue and expenses by activity. The benefits of this simplification include an ability to report results in a concise and clear manner that matches our activity centers and allows for a more structured review to determine strategic budgeting and expenditure monitoring.

For demonstrative purposes, the organizational structure shown in Attachment A exhibits how our financial structure is currently organized. Attachment B is the over 120 different bureaus that currently exist in CFS (the City's financial system), many of which are unused but have never been inactivated.

Attachments C, D, and E, show the revised view of Parks' financial structure with the bureaus reduced to a more representative level. As can be seen, this will provide for a much more straight-forward ability to track and report activity finances.

Attachment A – Current Bureau Structure



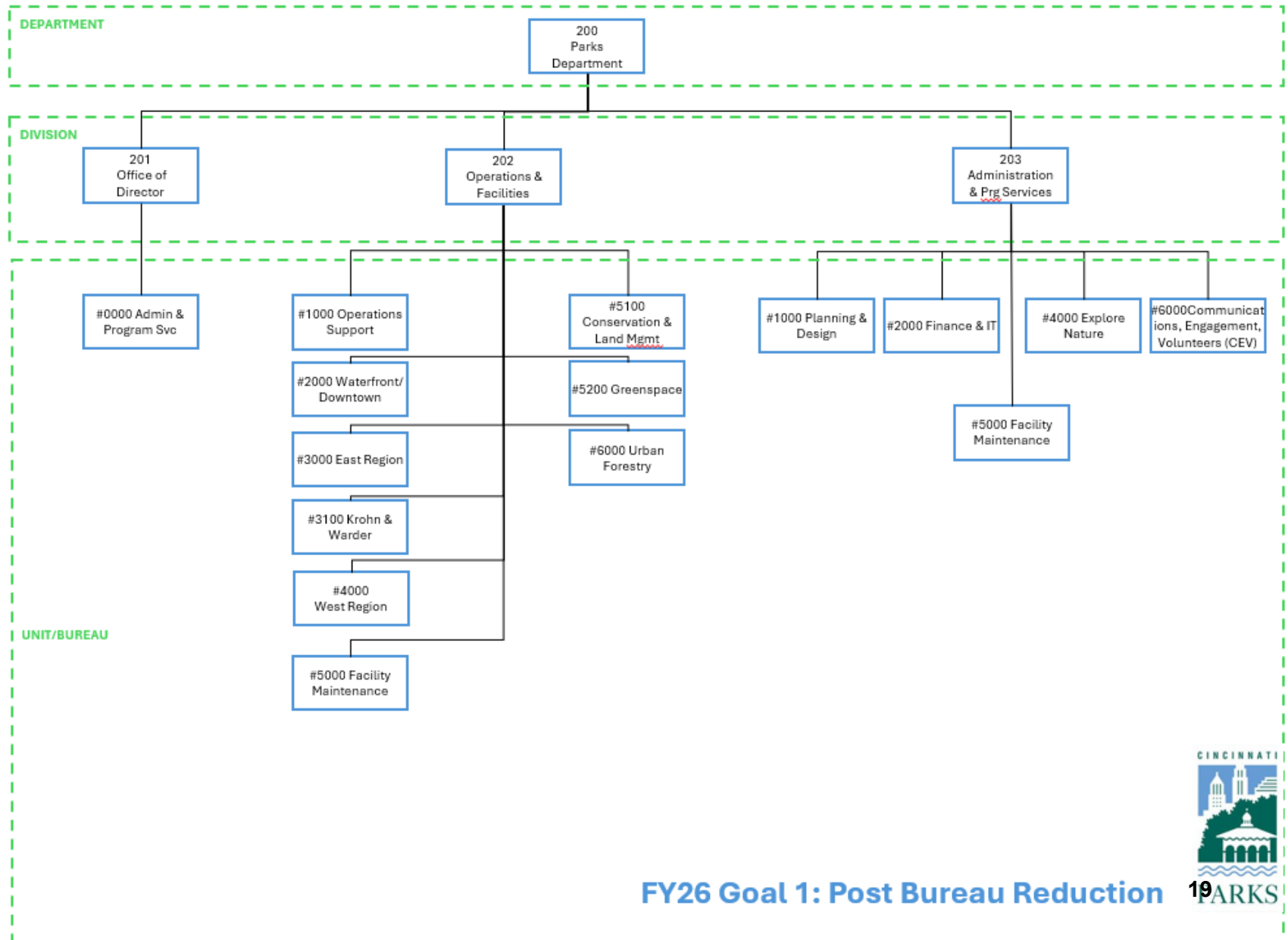
Attachment B – Current Bureau Listing

201	0000	Director's Office
201	0001	Admin Overhead
201	0027	Drabner
201	0060	Miles-Edwards
201	1000	1000
201	2000	2000
201	3000	3000
201	4000	4000
201	5000	5000
201	6000	6000
201	7000	7000
201	8000	8000
201	9000	9000
202	0000	0000
202	1000	Operations Support
202	1001	Admin Overhead
202	1009	Bettman Operating
202	1011	Burnet Woods
202	1027	Drabner
202	1030	Eden
202	1033	Fleischmann
202	1059	Meyer
202	1060	Miles-Edwards
202	1061	Alms Park
202	1062	Mt Airy Park
202	1063	Hyde Park Square
202	2000	2000
202	2016	City Gard Saw Pt
202	2082	Waterfront Parks
202	3000	East District - Operations
202	3007	Ault Park
202	3017	City Gard Torr Pky
202	3032	Fechheimer
202	3033	Fleischmann
202	3035	French Park
202	3036	Geier
202	3045	Jacobs
202	3055	Lazarus
202	3100	Krohn Conservatory
202	3110	Bonsai Room
202	3126	Dornette
202	3133	Fleischmann
202	3137	Gift Shop - Krohn
202	3149	Kapela
202	3151	Krohn Adm

202	3152	KZ Cart
202	3159	Meyer
202	3168	Program Sponsors
202	3173	Schriber
202	3175	Show Sponsors
202	3200	Krohn Conservatory
202	3201	Burnet Woods
202	3214	City Gard Cent Pky
202	3215	City Gard Fort Wash
202	3234	Fount Sq-Hauck
202	3256	Levy Clock
202	3257	Lytle Park
202	3259	Meyer
202	3265	OTR
202	3267	Piatt Park
202	3276	Sooty Acres
202	3281	Washington Park
202	3300	Lytle Park
202	3400	Storeroom
202	4000	West Distric - Operations
202	4023	Daisy Jones
202	4025	Dog Parks
202	4078	Tree House Fund
202	4080	Vasey
202	4084	Wilson Wildflower
202	4100	Westwood Town Hall
202	4200	Arboretum
202	5000	Facility Maintenance
202	5100	Land Management - Operations
202	5159	Meyer
202	5160	Miles-Edwards
202	5177	Spring Releaf
202	5200	Hwy. Interstate Greenspace
202	5300	Greenspace Management
202	6000	Urban Forestry - Street Tree Program
202	7000	Summer Youth
202	8000	Smale Riverfront Park
202	8013	Carousel Gift Shop
202	8047	Smale Riverfront
202	8048	Smale Anniversary Garden
202	8100	Transient Boat Dock
202	8200	Smale Riverfront Concert Park
202	9000	Washington Park
202	9100	Ziegler Park
202	9200	Parks Entertainment

203	0000	0000
203	1000	Planning and Design
203	1001	Admin Overhead
203	1005	Arboretum
203	1030	Eden Park
203	1031	Eden Park Tower Light
203	1033	Fleischmann
203	1040	Greeno
203	1041	Greenspace
203	1059	Meyer
203	1060	Miles-Edwards
203	1067	Piatt Park
203	1082	Waterfront Parks
203	2000	Financial and Business Services
203	2001	Admin Overhead
203	2009	Bettman Operating
203	2019	Commis Donation
203	2027	Drabner
203	2033	Fleischmann
203	2034	Fount Sq-Hauck
203	2036	Geier
203	2037	Gift Shop - Krohn
203	2040	Greeno
203	2041	Greenspace
203	2059	Meyer
203	2060	Miles-Edwards
203	2066	PBV Gardens
203	2067	Piatt Park
203	2080	Vasey
203	2100	Park Board Foundation
203	3000	Planning and Design
203	3100	Krohn Conservatory
203	3201	Burnet Woods
203	4000	Nature Education & Centers
203	4008	Avon Woods
203	4009	Bettman Operating
203	4012	Calif Wds
203	4100	Nature Education Grants
203	5000	Facility Maintenance
203	6000	Customer Service
203	6060	Miles-Edwards
203	7000	7000
203	8000	8000
203	9000	9000

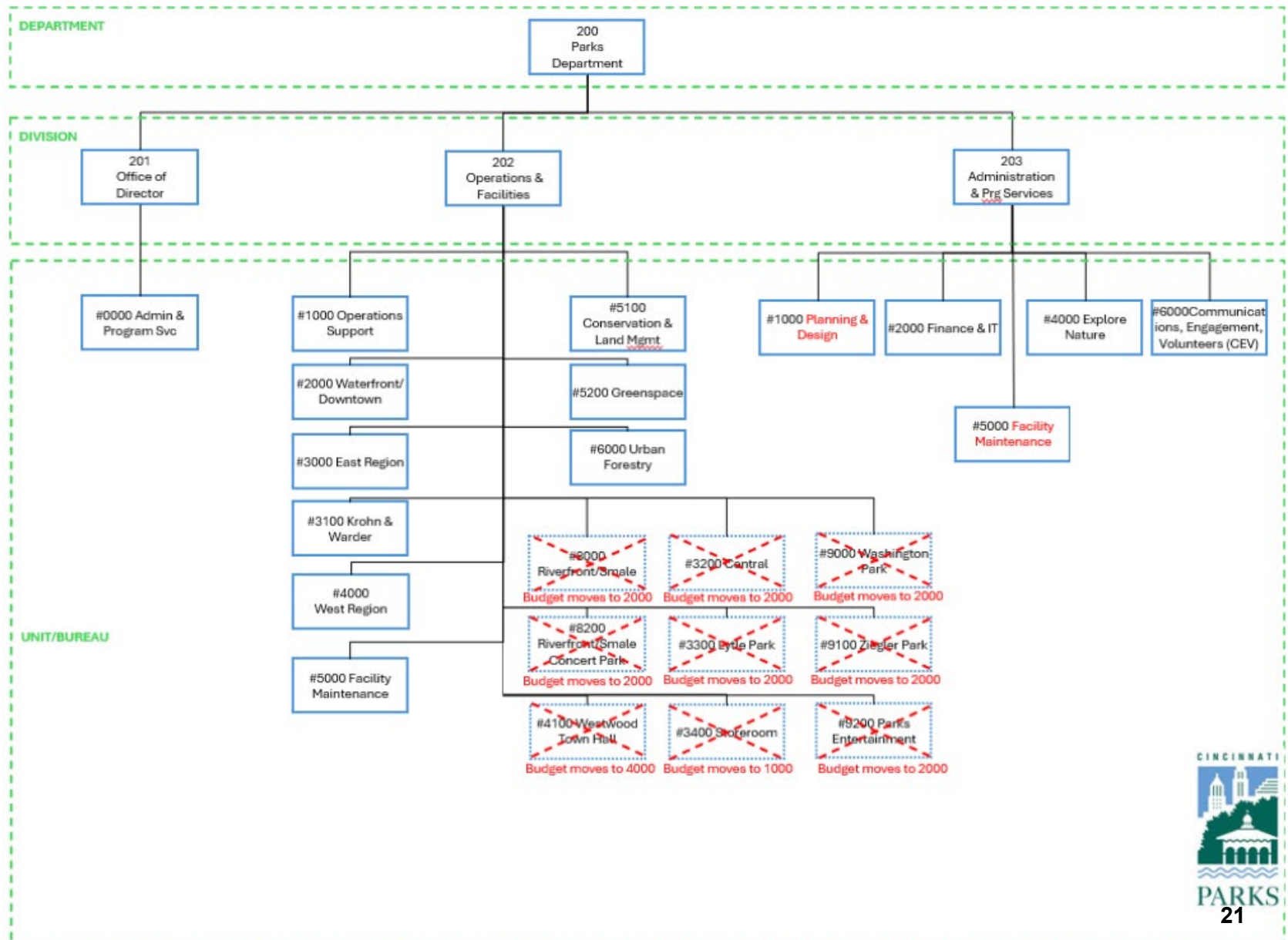
Attachment C – Revised Bureau Structure



Attachment D – Revised Bureau Listing

Department	Bureau	Name
201	0000	Director's Office
202	0000	Director's Office
202	1000	Operations Support
202	2000	2000
202	3000	East District - Operations
202	3100	Krohn Conservatory
202	4000	West Distric - Operations
202	5100	Land Management - Operations
202	5200	Hwy. Interstate Greenspace
202	6000	Urban Forestry - Street Tree Program
203	0000	Director's Office
203	1000	Planning and Design
203	2000	Financial and Business Services
203	4000	Nature Education & Centers
203	6000	Customer Service

Attachment E – Active Bureaus Eliminated





Date: October 16, 2025
To: Board of Park Commissioners
From: Derrick Gentry, Supervising Human Resources Analyst
Subject: HR Status Update

BOARD OF PARK

COMMISSIONERS

Molly North
President

Kick Lee
Vice President

Susan F. Castellini

Phyllis McCallum

John E. Neyer



Full Time Overview

Parks currently has 169 full-time employees and 10 vacant positions, and we are moving swiftly to fill key roles across multiple divisions. There is currently one (1) appointment going to the Civil Service Commission for approval in October of 2025.

Current Job Postings

There are currently three (3) active job postings:

- Administrative Technician – Krohn Conservatory
- Arborist 2 – Division of Natural Resources
- HVAC Specialist – Facilities & Maintenance

Appointments and Promotions

The following position is on this month's Civil Service Commission agenda for approval:

- Donald Partin – Automotive Mechanic, West District

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

Herta Fairbanks
Division Manager

Rocky Merz
Division Manager

Full-Time Vacant Positions Overview

FULL-TIME VACANT POSITIONS		
Position Title	Total	Notes
Administrative Technician	1	Reposted
Arborist 2	2	Reposted
Parks/Rec Maintenance Crew Leader	1	Interviewing
Division Manager	1	Interviewing
Supervising Engineer-EXM	1	On Hold
Service Area Coordinator	1	On-Hold
HVAC Specialist	1	Interviewing
Truck Driver	2	On Hold
Total vacancies	10	

Final Staff Social of the Season

Parks is having our final Staff Social of the season, now scheduled for Tuesday, September 30th (rescheduled from the original September 29th date). This is a great opportunity for Parks Staff to come together in an informal setting with the HR team and Parks leadership—ask questions, share ideas, and connect in ways that aren't always possible during the regular workday. This is a chance for staff to engage, build relationships, and close out the season on a positive note!



All Staff

We're looking forward to seeing everyone at the upcoming All Staff End-of-Season Celebration on Thursday, October 23th at Maple Ridge Lodge! We're providing the results of the Parks Values & Culture Study Update. This year's event will feature food, games, and Parks swag, along with our highly anticipated Tug-of-War competition. Teams are already forming, and we expect a lot of fun, energy, and friendly competition. It is critical we take this chance to celebrate the season, connect with colleagues, and join in on one of our most spirited traditions!



CINCINNATI PARK BOARD

Financial Presentation Month ending September 30, 2025

BOARD OF PARK COMMISSIONERS

Molly North
Kick Lee
John Neyer

Susan F Castellini
Phyllis McCallum

Jason Barron – *DIRECTOR* Jenny Mobley - *Deputy Director* Rocky Merz - *DIVISION MANAGER*
Crystal Courtney - *DIVISION MANAGER* Herta Fairbanks - *DIVISION MANAGER*

Finance and IT Significant Accomplishments September 2025

Finance Team

- Completed Round 1 of FY27 Capital Budget Discussion
- Worked with Greenspace Team to revamp BIP program agreement
- Adjusted the FY26 budget for Board-approved amendments to unappropriated funds, submitted ordinance request to Council for appropriated funds

IT Team

- Successfully completed the Windows 11 upgrade at all Parks locations ahead of October 14 deadline, only one of two City departments to meet the deadline
- Responded to ____ service requests in the month of September

In Development

- Finalizing initial submission for FY27 Capital Budget
- Implementation of RecTrac at Krohn Conservatory
- Consolidating some Parks' funds (326, 330, 332)
- Installation of security cameras at our Ludlow facility and Krohn Conservatory
- Options for WIFI connectivity at the skating rink in Sawyer Point

Year to Date Expenses By Expense Type

As of September 30, 2025

Category	YTD Expended	Budget	Target Spend %	Actual Spend %	Variance
Advertising	\$ 30,652	\$ 111,472	26.9%	27%	0.6%
Auto & Truck Expense	\$ 122,680	\$ 505,380	27.0%	24.3%	-2.8%
Bank Fees	\$ 32,994	\$ 63,610	15.9%	51.9%	36.0%
Benefits & Taxes	\$ 1,270,564	\$ 5,114,460	26.7%	24.8%	-1.9%
Equipment	\$ 1,190	\$ 58,395	1.1%	2.0%	0.9%
Fuel	\$ 63,498	\$ 187,690	29.3%	33.8%	4.6%
Insurance	\$ 460	\$ 31,624	0.0%	1.5%	1.5%
IT	\$ -	\$ 106,350	28.5%	0.0%	-28.5%
Postage	\$ 1,187	\$ 3,339	15.1%	35.5%	20.5%
Professional Services	\$ 463,161	\$ 3,713,513	21.3%	12.5%	-8.9%
Rentals	\$ 68,116	\$ 387,239	18.1%	17.6%	-0.5%
Salaries	\$ 3,239,910	\$ 13,724,808	24.9%	23.6%	-1.3%
Supplies	\$ 479,060	\$ 2,459,825	21.7%	19.5%	-2.2%
Taxes	\$ 4,222	\$ 1,014,539	25.7%	0.4%	-25.3%
Travel & Training	\$ 10,438	\$ 67,299	12.4%	15.5%	3.1%
Utilities	\$ 226,394	\$ 1,011,438	20.9%	22.4%	1.5%
	\$ 6,014,526	\$ 28,560,981			

Year to Date Expenses by Fund As of September 30, 2025

Fund Name	Expenses	Budget*	Target % Spend^	Actual % Spend	% Variance
General Fund	\$ 3,836,849	\$ 12,139,550	34.5%	31.6%	-2.9%
Stormwater Fund	\$ -	\$ 1,954,190	0.2%	0.0%	-0.2%
Hwy Greenspace (Street Construction Management)	\$ 90,952	\$ 532,560	22.9%	17.1%	-5.8%
Infrastructure Fund (Income Tax-Infrastructure)	\$ 520,127	\$ 1,653,130	22.2%	31.5%	9.3%
Sawyer Point	\$ 145,952	\$ 1,260,480	14.0%	11.6%	-2.5%
Park Donations and Special Activity	\$ 103,919	\$ 1,900,174	21.3%	5.5%	-15.8%
W.M. Ampt Fund (Free Concerts)	\$ 8,949	\$ 17,380	18.7%	51.5%	32.8%
Groesbeck Fund (endowment)	\$ 1,295	\$ 20,440	18.7%	6.3%	-12.3%
Cincinnati Riverfront Park	\$ 40,672	\$ 1,592,780	18.7%	2.6%	-16.1%
Park Lodge / Pavilion Deposits	\$ 5,682	\$ 284,120	1.4%	2.0%	0.6%
Krohn Conservatory	\$ 384,684	\$ 2,510,620	16.4%	15.3%	-1.1%
Urban Forestry	\$ 20,205	\$ 335,080	43.5%	6.0%	-37.5%
Private Endowment	\$ 224,355	\$ 1,131,037	21.4%	--	--
Forestry Assessment	\$ 630,884	\$ 3,229,440	21.5%	19.5%	-2.0%
	\$ 6,014,526	\$ 28,560,981			

unspent dollars returned to the City

^target increases monthly

**Fund 430 budget added = \$1,131,037; Fund 318 and 329 budget adjustments of \$224,400 and \$55,080, respectively are pending council action.*

Year to Date Revenue by Fund As of September 30, 2025

Cincinnati Park Board *Available Spend Calculation*

Fund Name	September 2025	Remaining Expenses	Remaining Revenue	Recommend Reserves	Available for Spend Dollars
318 Sawyer Point	\$1,532,227	\$1,114,888	\$410,692	\$450,000	\$378,031
326 Park Donations and Special Activity	\$561,397	\$1,796,255	\$538,009	\$400,000	(\$1,096,849)
329 Cincinnati Riverfront Park	\$2,998,575	\$1,552,108	\$1,266,436	\$800,000	\$1,912,903
330 Park Lodge/Pavilion Deposits	\$2,140,726	\$278,438	\$265,140	\$200,000	\$1,927,428
332 Krohn Conservatory	\$1,562,233	\$2,125,936	\$1,276,696	\$700,000	\$12,993
Total Available	\$8,795,158	\$6,867,625	\$3,756,973	\$2,550,000	\$3,134,506

Park Board Fund Balances

As of September 30, 2025

Cincinnati Park Board *Fund Balances*

Fund	Name	Balance as of					
		Beg of FY 24	Beg of FY 25	Beg of FY 26	7/31/25	8/31/25	9/30/25
318	Sawyer Point	\$1,230,729	\$1,235,689	\$1,493,885	\$1,514,342	\$1,510,395	\$1,532,227
326	Park Misc Revenue & Special Activity	\$1,172,721	\$1,077,492	\$497,768	\$541,408	\$588,289	\$561,397
327	WM Ampt Free Concerts	\$12,942	\$24,322	\$20,780	\$20,581	\$15,881	\$14,431
328	Groesbeck Endowment	\$149,396	\$173,596	\$175,140	\$175,140	\$175,140	\$175,140
329	Cincinnati Riverfront Park	\$3,578,882	\$3,037,841	\$2,889,213	\$2,842,661	\$2,925,038	\$2,998,575
330	Park Lodge/Pavilion Deposits	\$1,716,918	\$1,844,989	\$2,126,319	\$2,125,271	\$2,124,134	\$2,140,726
332	Krohn Conservatory	\$1,779,215	\$1,456,623	\$1,477,001	\$1,511,748	\$1,552,170	\$1,562,233
335	Schmidlapp Endowment	\$2,717	\$4,312	\$5,393	\$5,393	\$5,393	\$5,393
403	Yeatman's Cove Park Trust	\$724,010	\$611,709	\$629,451	\$629,451	\$629,451	\$634,631
428	Urban Forestry	\$583,324	\$533,628	\$699,244	\$679,531	\$679,552	\$681,240
430	Parks Private Endowment	\$924,214	\$860,715	\$503,162	\$434,440	\$391,588	\$327,502
706	Ampt Trust	\$138,440	\$126,987	\$130,446	\$130,446	\$130,446	\$133,229
707	Groesbeck Trust	\$56,147	\$38,688	\$36,964	\$36,964	\$36,964	\$38,536
708	Schmidlapp Music	\$51,112	\$50,703	\$51,115	\$51,115	\$51,115	\$51,544
752	Permanent Capital Improvement	\$1,031,248	\$928,991	\$1,135,395	\$1,141,553	\$1,145,148	\$1,168,869
792	Forestry Assessment	\$3,239,177	\$3,966,880	\$4,431,444	\$4,250,490	\$4,012,999	\$3,979,093
Total All Funds		\$16,391,192	\$15,973,165	\$16,302,721	\$16,090,535	\$15,973,704	\$16,004,767

Park Board Funds Remaining Available Spend As of September 30, 2025

Cincinnati Park Board *Available Spend Calculation*

Fund Name	August 2025	Remaining Expenses	Remaining Revenue	Recommend Reserves	Available for Spend Dollars
318 Sawyer Point	\$1,510,395	\$1,186,259	\$492,743	\$450,000	\$366,879
326 Park Donations and Special Activity	\$588,289	\$1,386,575	\$553,230	\$400,000	(\$645,056)
329 Cincinnati Riverfront Park	\$2,925,038	\$1,586,005	\$1,377,539	\$800,000	\$1,916,572
330 Park Lodge/Pavilion Deposits	\$2,124,134	\$281,936	\$282,630	\$200,000	\$1,924,828
332 Krohn Conservatory	\$1,552,170	\$1,731,485	\$1,397,086	\$700,000	\$517,771
Total Available	\$8,700,026	\$6,172,260	\$4,103,228	\$2,550,000	\$4,080,994

Note: Parks Finance is working on a comprehensive review of our various funds to ensure that revenues and expenses are recorded in the proper location. This review will have an impact on this slide going forward. As is seen above, the "Available for Spend Dollars" in Fund 326 is showing as a negative. This is due to revenue and associated expense items being budgeted in different funds. This process will take some time, but the reporting and tracking of revenue and expenses will be eminently more accurate once complete.

Park Board Endowment Fund Summary

As of August 31, 2025

Cincinnati Board of Park Commissioners

Endowment Fund Summary

Fund Name	Jun-22 Balance	Jun-23 Balance	Jun-24 Balance	Jun-25 Balance	Jul-25 Balance	Aug-25 Balance
Trustee						
Bettman	\$2,227,929	\$2,470,657	\$2,794,919	\$3,074,940	\$3,103,112	\$3,176,733
Boyer	\$1,145,614	\$1,280,297	\$1,459,107	\$1,579,007	\$1,657,293	\$1,697,540
Fleischmann	\$745,006	\$807,308	\$875,328	\$907,388	\$952,445	\$975,575
Fleischmann	\$2,701,141	\$3,017,938	\$3,156,963	\$3,417,351	\$3,586,773	\$3,673,862
Geier	\$1,708,506	\$1,908,824	\$2,175,241	\$2,353,904	\$2,470,595	\$2,530,584
Miles-Edwards	\$4,264,459	\$4,245,084	\$5,139,297	\$5,448,247	\$5,667,700	\$5,768,631
Levy	\$36,682	\$36,682	\$43,339	\$48,738	\$49,577	\$50,439
Sub-total	\$12,425,051	\$15,775,790	\$15,644,194	\$16,829,577	\$17,487,495	\$17,873,365
Beneficiary Only						
Hauck- Sooty Acres	\$486,533	\$502,506	\$542,333	\$566,509	\$570,557	\$580,673
Hauck - Fountain Sq	\$1,380,434	\$1,390,504	\$1,510,557	\$1,582,237	\$1,593,477	\$1,621,740
Meyer	\$4,299,811	\$4,476,736	\$4,845,413	\$5,073,585	\$5,110,871	\$5,202,161
Sub-total	\$6,166,778	\$6,369,747	\$6,898,333	\$7,222,580	\$7,274,904	\$7,404,573
Endowment Total	\$18,591,829	\$20,136,537	\$22,542,527	\$24,052,157	\$24,762,399	\$25,277,938
Commissioner Fund 430	\$287,536	\$924,214	\$860,715	\$479,910	\$434,440	\$391,588
Commissioner Money Market Acc	\$1,704,458	\$1,488,098	\$1,615,023	\$225,359	\$278,505	\$290,544
Commissioner Investment Acct	\$3,003,382	\$1,586,535	\$1,663,058	\$1,132,404	\$1,134,921	\$1,139,011
Total Commissioner Dollars	\$4,995,376	\$3,998,846	\$4,138,796	\$1,837,673	\$1,847,866	\$1,821,143
Grand Total	\$23,587,205	\$24,135,383	\$26,681,323	\$25,889,830	\$26,610,265	\$27,099,081

Waiting on updated reports from fund managers...

Appendix - Fund Descriptions

FUND 318 – SAWYER POINT

“To account for receipts and expenditures in the operation and maintenance of the Bicentennial Commons at Sawyer Point, including the support of capital improvements, and all monies received from fees and contributions” – 6/18/88

- Appropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - BOV revenue
 - rentals and permits in Bicentennial Commons

FUND 326 – PARK MISCELLANEOUS REVENUE AND SPECIAL ACTIVITY

“For the purpose of accounting for revenue from various park programs and events for operating expenses related to parks” – 10/30/2018

- Unappropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Program revenue
 - Event revenue
 - Rentals and permits
 - Concession sales
 - Donations

FUND 327 – W.M. AMPT FREE CONCERTS FUND

“To account for money received as income from Investment of bequest and expenditures for the costs of concerts in various parks” – 7/1/28

- Unappropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Investment income from endowment

FUND 328 – GROESBECK ENDOWMENT FUND

“To account for money received from the investment of bequest and expenditures for the cost of concerts in Burnet Woods” – 7/1/28

- Unappropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Investment income from endowment

Appendix - Fund Descriptions

FUND 329 – CINCINNATI RIVERFRONT PARK FUND

“ To accept donations, program funds, event funds, lease revenues, and common area maintenance (CAM) income from public and private entities to be used for park operations, maintenance, programs, events, and capital replacement of the Cincinnati Riverfront Park ” – 9/22/09

- Appropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Donations
 - Program funds
 - Event funds
 - Lease revenues
 - CAM charges
 - Interest income on the balance of the fund

FUND 330 – PARK LODGE/PAVILION DEPOSITS

“ To account for deposits made for the use of the lodges and the expenditure for the maintenance of the lodges, replacements of damages to the lodges and refunds of overages contained in the amounts collected ” - 1937

- Unappropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Donations

FUND 332 – KROHN CONSERVATORY

“ To deposit and expend monies collected by the Park Board Volunteers through the Friends of Krohn organization ” – 9/14/88

- Unappropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Krohn gate admissions
 - Krohn gift shop revenue
 - Friends of Krohn memberships

Appendix - Fund Descriptions

FUND 428 – URBAN FORESTRY

“To receive funds from the sale of forest products, donations, permit fees, and compensatory payments and to make such expenditures to maintain the Urban Forest Management Program” – 10/14/81

- Unappropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Revenue from the sale of forest products
 - Donations
 - Permit fees
 - Compensatory Damage Payments

FUND 430 – PARKS PRIVATE ENDOWMENT

“To account for revenue from various private endowments to be used for park operations, maintenance, programs, events, and capital projects at only Parks facilities” – 10/30/18

- Unappropriated Fund
- Unrestricted Fund
- Revenue that goes into this account:
 - Endowment distributions

FUND 752 – PARK BOARD PERMANENT IMPROVEMENT FUND

“To account for the revenue received from the rental or sale of any park property. Expenditures may be made for maintaining and operating the property, including the payment of taxes, pending the use of the property for park purposes, and purchasing, constructing, or acquiring permanent improvements for park purposes, but only when specifically authorized by ordinance.” – 12/31/52

- Unappropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Revenue from rental or sale of any park property

FUND 792 – FORESTRY ASSESSMENT

“To account for the deposits and expenditures of the Urban Forestry Program” – 1985

- Unappropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Assessment revenue

Appendix - Fund Descriptions

Additional Funds supporting Parks Activities:

050 – City of Cincinnati General Fund

- Appropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - City Tax Revenue

107 – Cincinnati Stormwater Fund

- Unappropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - City Stormwater Fees

301 – Street Construction Maintenance

- Appropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Ohio Motorvehicle Tax Revenue

302 – Income Tax Infrastructure

- Appropriated Fund
- Restricted Fund
- Revenue that goes into this account:
 - Income Tax Infrastructure revenue