



Cincinnati Board of Park Commissioners
Board Meeting Agenda
January 16, 2024 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 December 19, 2024, Meeting Minutes
 - B. Action Item: Appointment of Walter Lynch to the Park Board Investment Committee
- III. Information / Updates / Action Items**
 - A. Volunteer Program Update Christyl Johnson, Volunteer Program Manager
 - B. Planning & Design Update Joel Gross, P&D Division Manager
 - C. HR Update Derrick Gentry, HR Manager
 - D. Action Item: Acceptance of Q4 2024 In-Kind Contributions Jason Barron, Director
- IV. Director's Comments**
- V. Open Commissioner Discussion & Comments**
- VI. Next Regular Meeting Date: Thursday, February 20, 2025, at 9:00 AM**
- VII. Adjournment**



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

BOARD OF PARK
COMMISSIONERS

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

Action Items

- **Approval of the December 19, 2024, Meeting Minutes**
- **Appointment of Walter Lynch to the Park Board Investment Committee**
- **Acceptance of Q4 2024 In-Kind Contributions**

Molly North
President

Kick Lee
Vice President

Susan F. Castellini

Phyllis McCallum

John E. Neyer

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

Herta Fairbanks
Division Manager

Joel Gross
Division Manager

Rocky Merz
Division Manager

BOARD OF PARK COMMISSIONERS
December 19, 2024

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 F. Castellini, Commissioner Phyllis McCallum, and Commissioner John Neyer. President Molly North was not in attendance. Vice President Lee called the meeting to order at 9:01 A.M.

Acknowledgement of Public Comments

Vice President Lee acknowledged seven in-person public comments about the skating rink at Sawyer Point, combined sewer overflow in Burnet Woods, and the Burnet Woods dog park.

ADMINISTRATIVE ACTIONS

Approval of the November 21 Meeting Minutes

Commissioner McCallum motioned to approve the November 21 meeting minutes. Commissioner Neyer seconded. The motion passed by a unanimous voice vote.

INFORMATION/ UPDATES

Explore Nature! Hiring Update

Parks Director Jason Barron introduced Andrew Bernier, who was recently selected as the new Director of Parks' Explore Nature! education program.

Skating Rink at Sawyer Point

Morgan Rigaud of Skate Downtown Cincy shared an overview of programming, attendance numbers, and accolades received since the reopening of the Sawyer Point skating rink three years ago. Ms. Rigaud highlighted how partnership with the Parks Foundation, the Park Board, and Cincinnati Children's Hospital has helped to grow the program. Jennifer Speiser, President & CEO of the Parks Foundation, shared potential plans to improve the rink including a projected project budget for the first phase of improvements. The Foundation has raised approximately \$300,000 to support the project, thanks in part to generous donations from P&G and Bank of America. The Commissioners, Staff, Skate Downtown Cincy, and the Parks Foundation discussed recent efforts to resurface the rink as well as the need for and probable timeline to complete more comprehensive, sustainable improvements. Commissioner Neyer motioned to provide partnership and support for the project with the understanding that funding will be provided via the Parks Foundation. Commissioner Castellini seconded. The motion passed by a unanimous voice vote.

Urban Forestry Assessment Update

Division Manager Crystal Courtney shared a 2024 year in review of the Urban Forestry program, including the move to their new home at 1012 Ludlow Avenue and key staffing changes. Staff provided an overview of the program's purpose, goals, and day-to-day operations, including a detailed explanation of the Front Footage Assessment methodology and process, and efforts to adequately staff Parks' internal Tree Crew.

ACTION ITEMS

Urban Forestry Assessment (FY 2027)

Division Manager Courtney provided an overview of the annual Urban Forestry Assessment, defined by ORC Chapter 727, which results in a levy paid by property owners to help fund the Urban Forestry program. Staff requested the Board recommend that City Council maintain an Urban Forestry front footage assessment of \$0.31 per foot, to maintain current service levels through fiscal year 2027. Commissioner Neyer motioned to recommend the rate of \$0.31 per foot. Commissioner Castellini seconded. The motion passed by a unanimous voice vote.

Hauck Botanic Gardens – Building Renovation and Repairs

Division Manager Joel Gross shared completed design work on upgrades to the Hauck Botanic Gardens House, which houses Parks' Planning & Design team. Renovations and additional office spaces are needed, as the P&D team has grown significantly over a short period of time. Staff requested the Board approve the work to Megen Construction in the amount of \$84,959, with an additional \$10,000 to be held in contingency. Commissioner McCallum approved award of the work to Megen in the specified amount and to approve the contingency. Commissioner Neyer seconded. The motion passed by a unanimous voice vote.

Bellevue Rock Catchment Fence Repairs

Division Manager Gross updated the Board on the status of damage to the rock catchment fence at Bellevue Park, incurred when Emergency Medical Services cut the fence and anchoring cable to reach someone who had fallen from the rock ledge and required medical aid. Staff requested approval of emergency repairs to the fence, in an amount not yet specified but estimated to be less than \$60,000 including contingency. Commissioner Neyer motioned to approve the project in an amount up to \$60,000. Commissioner Castellini seconded. The motion passed by a unanimous voice vote.

INFORMATION/ UPDATES

Planning & Design Update

Division Manager Gross provided a status update on several projects, including the Mt. Echo Pavilion, the Ludlow DNR HQ service garage, Ault Park Valley Trail restoration, Art Museum Drive landslide repair, Smale Lot 23 enhancements, and the bike skills course, ADA pathway, and comfort station at Mt. Airy Area 23. Staff also shared updates on progress to move the Biochar Project forward at Parks' Sinton campus, planning for and progress at Inwood Park, efforts to mitigate sanitary sewer issues at Burnet Woods and Mt. Airy Forest, and next steps for replacement of the 1000 Hands Playground at Sawyer Point. Director Barron and Staff shared photos of the completed installation of the accessible spinner at Wilson Commons, paid for with funds secured by Councilmember Jeff Cramerding.

HR Update

Director Barron provided an overview of current staffing, vacancies, hiring, new appointments, and ongoing efforts to improve Parks Academy and the Safety Program.

ACTION ITEMS

FY26 Capital Budget Request

Director Barron presented Parks' proposed FY26 Capital Budget Request, including a breakdown of the \$2.7 million initial projection for major projects and the Facilities & Maintenance budget. Projects include repairing sinkholes, septic and sanitary issues, Sinton facility upgrades, stormwater issues, and several projects at Burnet Woods. A \$520,000

allocation to the Facilities & Maintenance division is included to improve their ability to manage preventative maintenance. Also included are five Modernization and Strategic Investment projects: Owl's Nest Park, Glenway Park, Gibson House, an adventure playground at McFarlan Woods, and removal of the rails in the bike trail through Sawyer Point and Yeatman's Cove. The Commissioners and Staff discussed the process and timeline for submitting the proposed budget to City Administration. Commissioner McCallum motioned to approve the FY26 Capital Budget Request. Commissioner Neyer seconded. The motion passed by unanimous voice vote.

Foundation Grant Grants Application / Acceptance

Director Barron requested approval to apply for and accept a grant for 2025 Nature Next Door bussing in the amount of \$9,500, and a grant for the purchase of Mt. Adams greenspace in the amount of \$107,835. Commissioner Castellini motioned to approve the application and acceptance of grant funds made to the Cincinnati Parks Foundation in an amount up to \$117,335. Commissioner Neyer seconded. The motion passed by a unanimous voice vote.

DIRECTOR'S COMMENTS

Director Barron addressed research completed by University of Cincinnati students related to combined sewer overflows in Burnet Woods, and discussed Parks' efforts to work with MSD to manage these issues in a way that prioritizes public safety.

Director Barron presented the following updates:

- East District Crew Leader Steven Crooms was recognized as the 2024 Parks Employee of the Year, and was presented with an award by City Manager Long.
- Thank you to Parks' West District crew, who removed approximately 300 tires that were illegally dumped at Mt. Storm and Mt. Airy Forest.
- Explore Nature! Winter Camps are offering nature-themed fun over the holiday break.
- Upcoming events in Cincinnati Parks throughout December and into the New Year.
- Director Barron thanked the Commissioners and Foundation for their contributions to a great year at Parks and wished everyone happy holidays.

OPEN COMMISSIONER DISCUSSION & COMMENTS

Commissioner McCallum thanked Director Barron for his leadership and thanked the Parks team for working together so efficiently and effectively. Vice President Lee and Commissioner Castellini also shared how much they enjoy being on the Board of Park Commissioners. Commissioner McCallum shared her support of the skating rink project. Vice President Lee also shared his excitement about the project. Commissioner Neyer shared appreciation for the work happening and being planned at Cincinnati Parks.

ADJOURNMENT

Vice President Lee adjourned the meeting at 11:09am.

The next regular meeting date is Thursday, January 16, 2025, at 9:00am.

ATTEST:

PRESIDENT _____ DIRECTOR _____

Driven entrepreneur leveraging 25+ years of finance & logistics expertise including seventeen years in the role as Managing Partner & CEO. I deliver value-added advice, leadership & solutions that drive business results, create clarity of vision & build high-performing teams.

PRIMARY EXPERTISE		
Short & Long-Term Strategy	Profit Maximization	Financial Reporting
Culture & Brand Engagement	Mergers & Acquisitions	Capital Planning
Talent Development	Debt & Other Complex Capital Structures	Governance
Executive Development	Corporate Policies & Procedures	

CAREER EXPERIENCE	
Zipline Logistics, LLC	2007 – present
<i>Zipline Logistics is a leading third-party logistics solutions provider in North America exclusively servicing the consumer-packaged goods sector. The company’s CPG-focused carrier network, strong team of retail transportation experts, & shipper intelligence tools can help to maximize client revenue & gross margin by reducing out-of-stocks through optimized, on-time in-full performance.</i>	
Co-Founder, Chief Executive Officer	2012 - 2024
Co-Founder & Managing Partner	2007 – 2012
Board Member	2007 - present
- Led the company through 17 years of significant growth resulting in peak revenue of \$178mln with a CAGR of 26.9% - Sourced & executed sell-side process resulting in majority dividend recapitalization with financial sponsor (Frontenac Company, September 2022) - Sourced & executed buy-side process resulting in the acquisition of Summit Eleven (Austin, TX, March 2024) adding over \$50mln of incremental revenue - Completed value-creation & cost-synergy project with Summit Eleven acquisition resulting in incremental EBITDA of over \$2mln - Developed & implemented multi-faceted strategic planning processes tailored to growth opportunities including Traction/EOS, Scaling Up & 4DX - Led innovation & project mapping for proprietary shipper intelligence tool, Kanopi, which provides real-time data & visibility to both customers & internal stakeholders utilizing robotic process automation (RPA), large-language models & algorithms (AI) - Hired, integrated & led high-functioning Senior Leadership team including CFO, VP-IT, VP-HR, VP-Marketing, VP-Operations - Implemented multiple talent development & employee retention initiatives including score-carding culture to improve the engagement & performance of over 125 team members across the US & South America - Developed robust pipeline reporting utilizing modern CRM to drive business development results & accountability	

First Eagle Investment Management

Sales Director

2010 – 2012

- Leader in capital raising & business development for Global Equity portfolios via Wirehouse Brokerages & Independent advisors

Neuberger Berman

Senior Vice President

1999 – 2010

- Responsible for raising capital across equity, fixed income & alternative asset classes via Institutional & Ultra High-net Worth families

BOARD EXPERIENCE

Zipline Logistics, LLC**2007 – present**

Board Member, CEO (2007 – 2024).

- Responsible for development & implementation of strategic plan, capital allocation, corporate governance monitoring & risk management
- Reported detail pipeline & financial packages monthly & strategic planning, acquisition & market data quarterly

Tripack**2020 – present**

Tripack is an industry leading Shrink Sleeve Labeling equipment manufacturer & Contract Packager.

- Board of Advisors member assisting President with management buy-out, strategic planning & budgeting

FINET**2025 – present**

Specializes in implementing and consulting on OneStream ERP solutions, addressing complex financial challenges for global finance organizations.

- Independent director representing the ESOP and ESOP Trustee to the Board

YPO – Cincinnati Chapter**2017 – 2023**

- Led effort to establish external strategic partners initiative to fund education events

YPO – Mid America Regional Executive Committee**2019 – 2023**

- Represented the region as an Area Officer charged with assisting chapters in navigating regional & national resources.

RECOGNITIONS

Columbus Business First, Best Places to Work	4 X
Inc 5000, Fast Growing Companies in the US	12 X
Columbus Business First, Fast-50	13 X
Ernst & Young Entrepreneur of the Year, Regional Finalist	2018
BBB Torch Award for Ethics	2016

EDUCATION

Miami University, Bachelor of Arts	1999
Securities Licenses: Series 7, 65, 63	1999 - 2012



Date: January 16, 2025

To: Board of Park Commissioners

From: Joel Gross, Division Manager Planning & Design

Subject: Planning & Design Monthly Update

BOARD OF PARK
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950 Eden Park Drive
Cincinnati, Ohio 45202
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Park Board Commissioners, please review the monthly update from the Planning & Design (P&D) team (**attachment cues in red, action items in green**):

2025 PLAN OF WORK UNDERWAY PROJECTS:

Division Ludlow Headquarters Service Garage: A single three-foot-wide door is on back order from the manufacturer and is planned to be installed in early January 2025. Barring any delays in finishes, it is anticipated that a final certificate of occupancy will be issued, and the building can be opened for use by the end of January 2025. **Please see the attached photos of work in progress.**

Ault Park Valley Trail Restoration: On December 19, 2024, the City Manager approved completion of this project as an emergency repair. P&D and Parks DNR staff met with the contractor on December 20, 2024, to review equipment clearances and staging areas. It is anticipated that this work will begin on January 13, 2025, and last no more than 60 days. Parks Land Management has already sent notification to key personnel that the trail and some crossing trails will be affected during this remediation. P&D and Parks DNR plan to meet on site with the contractor on the first day of mobilization to ensure impacts to the existing trail and surrounding tree and plant assets are kept to a minimum.

Eden Park – Art Museum Driveway Improvements: The last remaining portion of this project is to replace the failed cable roping (**please see the attached photos**) guardrail from the bottom of Art Museum Drive to the Eden Park Gazebo. The new guard railing will be steel-backed timber rail, similar to those just installed along Art Museum Drive as a part of the hillside stabilization project. As of January 6, DOTE has placed signage indicating that the eastbound lane between those points will be closed for three weeks. Weather has delayed this a few days, and it is now anticipated that work will begin the week of January 13 and be completed in early February 2025. There will be a marked detour (Gilbert to Nassau) while this work is underway.

Theodore M. Berry International Friendship Park Reconstruction: Prus will continue to set the granite stone on the concrete seat walls in January (weather permitting), with the remaining vegetative material, planting beds, and trees to be installed in early spring 2025.

Lytle Park Comfort Station: P&D has prepared the sealed estimate and draft bid tabulation that will be included in the Invitation to Bid requisition documents.

We are awaiting wage and inclusion determinations from DEI and will submit paperwork as soon as these items are received.

Burnet Woods Dog Park: Shop drawing review and finalization of permits continues. It is anticipated that an early start for construction would occur no earlier than March 1, and continue through the end of May 2025.

Smale Lot 23 Enhancements – Construction: This project is currently out for bid. Due to inclement weather the week of January 6, 2025, P&D and City Purchasing elected to postpone the on-site Prebid meeting until January 15, 2025, with bids being due on January 30, 2025. P&D anticipates reporting and potential action on bids will be presented to the CPB Commissioners during the February 2025 Board meeting.

Mt. Airy Area 23 Bike Skills Course, ADA Pathway & Comfort Station: City Purchasing is working to finalize the contract documents with American Ramp Company to include documentation of all necessary insurances, tax exemptions, and wage rates. We anticipate a design kickoff meeting in early February 2025 for the bike skills portion of the project. Once initial coordination has been made on the bike skills course and placement of major associated components, P&D will begin the Invitation to Bid (ITB) process for the accessible pathway to the comfort station. We plan to begin the quotation process for refurbishment of the comfort station and shelter in February 2025. It is anticipated that construction will begin on many of these components by summer 2025. P&D expects all projects under this item will be completed and accepted by late fall of 2025.

Mt. Airy Everybody's Treehouse – Repairs and Stabilization: P&D is awaiting resolution of the final preferred railing system and stamped drawings from the Structural Engineer to finalize rehabilitation plans. We are meeting internally in January with Parks Facilities and Maintenance to discuss portions of the scope that may be done internally. Once those items are identified, we will remove them from the overall scope and have Megen requote the remainder of the work. P&D is working toward resolution of these items in time for presentation at the February 2025 Board meeting.

Ault Park Playground: Purchasing is working to finalize contract documents for this project. As of January 2, 2025, all necessary paperwork responses have been received back from the vendor, and this item has been scheduled for inclusion on the Purchasing Review Team's (PRT) agenda for January 8, although this may be delayed slightly due to the inclement weather on January 6 and 7, 2025. Once the City Manager approves, Purchasing will complete the contract documents and Parks will issue a Notice to Proceed to DWA. It is anticipated that work on this playground will begin in spring 2025.

Biochar Production Facility – Design & Installation: P&D is awaiting review and comment on the coordinated report submitted for review of the entire Sinton site on December 4, 2024. Final comments are anticipated to be received and vetted by the end of January 2025. P&D plans to report the results of the coordinated report and provide a final site selection recommendation during the February 2025 Board meeting.

California Woods – Hydrological Plan Design: As of January 7, 2025, P&D and City Law are awaiting a signed contract and rate sheet back from Stantec. It is anticipated that design work for this project will commence in late January 2025 and last through the end of the year, with construction of the recommended improvements to follow in 2026.

Sinton – East Operations Center: P&D received the signed professional services agreement to resume work on the Sinton garage and site design on November 27, 2024. We submitted all documentation necessary for fund certification to Parks Finance on December 2, 2024, and we are awaiting verification that funds have been certified. It is anticipated that funds will be certified in time to resume design meetings with KZF and revise project completion and submittal timelines in early January 2025, to coincide with receipt of comments under the full site coordinated report.

Inwood Park – Master Planning, Concept, and Request for Proposals: On December 18, 2024, P&D met with the soil investigation contractor to review proposed locations for soil borings. **Please see the attached exhibits that were prepared to aid in placement of these samples.** This data will assist in determining existing soil conditions and slope stability, such that proper decisions on retaining walls and grading can be made. It is anticipated that sampling and reporting will be completed by March 31, 2025. The Parks CEV team is working to record and finalize feedback from the public survey that closed at the end of 2024. P&D will review and incorporate this data into a forthcoming Request for Proposals for design services.

PRIORITY MAINTENANCE & EMERGING REPAIR PROJECTS

Bellevue Rock Catchment Fence Repairs: During the December 2024 meeting, the Board approved an emergency repair contract to Prus Construction not to exceed \$60,000 including contingencies. This work will repair the cut fencing and anchoring cables that run along the sidewalk along Clifton Avenue, as well as remove all rock that has accumulated behind the fence since last cleaning in October 2022. On December 20, 2024, Purchasing approved the Emergency Memo for this work, and P&D issued a Notice to Proceed in the amount of \$48,185, which included necessary bonding. P&D is coordinating with Prus to schedule this work. It is anticipated that work will commence before the end of January 2025 and be completed before the end of February 2025.

Burnet Woods Bandstand and Millionaire's Club Sanitary Sewer Issues: Work continues to assess and coordinate restoration of service for both the Burnet Woods Bandstand and Millionaire's Club sanitary sewer service lines. P&D is conducting site meetings with three of our storm water term contractors during the week of January 6, 2025 to request quotations for repair of the bandstand service line. We will continue to coordinate with MSD on repairs to the Millionaire's Club line and anticipate having a recommended plan of action for this work in February 2025. **Please see the attached preliminary exhibits used in repair planning.**

Parks has scheduled a joint meeting with MSD in January to review the University of Cincinnati student testing report and formulate a plan to validate the findings via additional testing, as well as immediate response measures that should be implemented during and after a combined sewer overflow. This meeting will also serve as an opportunity to discuss the state of combined sewer and storm water across the entire park and continue planning for larger-scale remediation.

Eden Park Storm Water Issues: P&D continues to assist in monitoring the surficial flow from the hillside above the WCPO building in Eden Park. We are working to complete a request for quotation (RFQ) package that will investigate storm sewer lines from the top of the hill at Art Museum Drive to Elsinore Avenue below. We will continue to report back to the Board on updated findings and planned remediation. It is likely that additional rip rap armoring, energy dissipation considerations and piping remediation will be necessary to return this system to full functionality.

471 Bridge Fire – New Playground: As ODOT continues to complete the emergency bridge repairs, Parks has made initial contact with the ODOT project manager for the restoration of the area below the bridge to an interim condition post construction. Planning for the initial restorative measures necessary to reopen that portion of the park in an interim state should begin in the coming month. This work will include restoring the horticultural bed and replanting of trees that were lost in the fire and emergency repair process.

In addition, P&D is working with the Director's Office to develop plans for a replacement playground. P&D is currently studying potential new playground locations. P&D is working to establish the scope of the playground project and identify vendors capable of completing the project. Over the next month, P&D will continue to further vet all aspects of the playground replacement project and begin to develop realistic timelines for design and construction.

Mt. Airy Doris Day Dog Park and McFarlan Woods Sanitary Sewer Remediation: P&D will begin work on identification of the best sites and type of small septic tank to replace the failed sanitary sewer lines for both the McFarlan Woods and Doris Day Dog Park comfort stations. We plan to prepare a Permit to Install (PTI) application for this work over the next few months. This application includes completion of on-site soil evaluation. P&D is in the process of soliciting services for this testing work under the city's professional service contract. It is anticipated that design and implementation of these corrections will be completed by fall 2025.

Hauck Botanic Gardens – Building Renovation and Repairs: During the December 2024 board meeting, the Cincinnati Park Board approved Megan's proposal under the Third-Party Agreement contract terms in the amount of \$84,959, and an additional \$10,000 held in contingency for unforeseen issues during construction. This work includes renovations to upstairs offices, a quiet room, and a kitchenette in support of accommodating a growing P&D team. We anticipate that funds will be certified for this project by the end of January 2025. It is anticipated that renovation work will begin in late winter 2025 and be completed before the end of April 2025.

Sawyer Point Bicentennial Commons Gateway Masonry Repairs: P&D received the Delivery Order (DO) for this project on December 20, 2024. This work is anticipated to begin after the 471 Bridge repair work is completed in late March 2025. P&D has begun coordination with Prus. We will keep the Board updated as the schedule for completion is refined.

Sawyer Point Pickleball Shade: P&D has begun coordination with Prus to order materials for this work. There is an approximate three-month lead time on construction materials. P&D anticipates that this work will commence in late-March 2025. We will target a completion date prior to any major tournaments and will coordinate with Waterfront staff to ensure as little disruption as possible to patrons and events.

Sawyer Point / Yeatman's Cove – Geologic Timeline Repairs: At the Director's request, P&D has requested that Adleta provide additional pricing to include repairs to the full 1,300-foot timeline. We received preliminary quotations on January 8, 2025 and are in the process of review and evaluation.

PROPERTY IMPACTS

Ault Park – Duke Energy 863 Access Ramp: As of latest project correspondence on December 3, Duke is still working to identify existing easements and limits of the work for use

in Requesting Legal Services to create a Right of Entry document. P&D will assist in review of these documents and will ensure proper site disturbance correction as work is implemented.

P&D INITIATIVES

Hauck Library: Approximately 1,500 large-scale historic drawings housed in Hauck Botanical Gardens have been catalogued and moved into the new flat file system. There are many more sets of historic drawings to review, catalog, and store in the top floor and basement floor of Hauck, as well as those housed in the Bettman Nature Center Library. Our cooperative education students start back to college in January and will continue their Parks work part-time through May 2025. Much more work is needed to properly preserve our documents beyond their efforts. P&D plans to begin archival coordination between Hauck and the Bettman Library in 2025 to review the state of, and best location for all historic Parks documents long-term.

Storm Water Improvement Term Contract Renewal: P&D submitted all documentation necessary to place this contract out for bid on December 16, 2024. It is anticipated that this work will be bid in January and February 2025, with a term contract to be in place on or around March 1, 2025.

Repair of Sidewalks, Driveways, Hillside Stairs, and Pavers Term Contract Renewal: P&D completed review of specifications, quantities for measurement and payment, and a summary of projects anticipated to be completed under this term contract in 2025, as requested under a Call for Requirements issued by City Purchasing. We returned all required documentation for review on December 27, 2024, and are awaiting follow up / confirmation as to when this contract will be in place for use. We anticipate several maintenance projects will be completed utilizing the terms set forth under this contract.

Ludlow Storage Garage





Ludlow Storage Garage



Ludlow Storage Garage



Eden Park Drive Guard Rail Replacement

Eden Park Drive Guard Rail Replacement



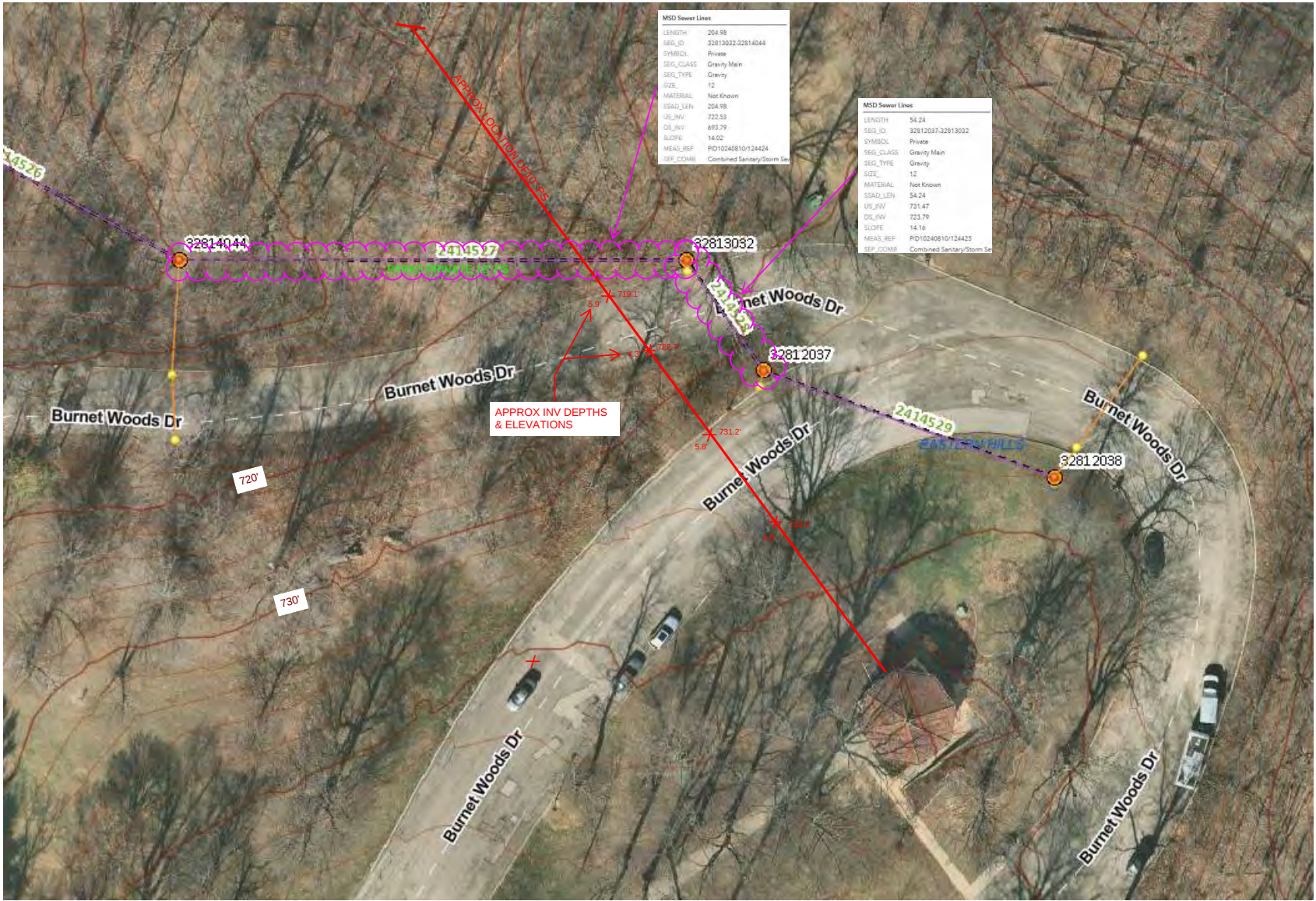
Inwood Park Soil Borings



REV.	DATE
DATE	09/19/2024
SCALE	
SHEET NAME	
SHEET #	A2

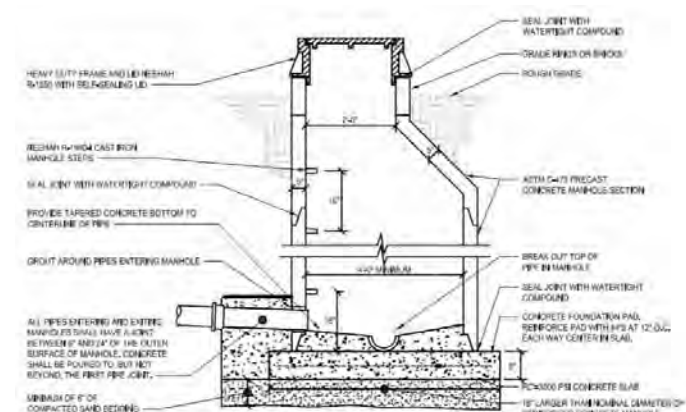
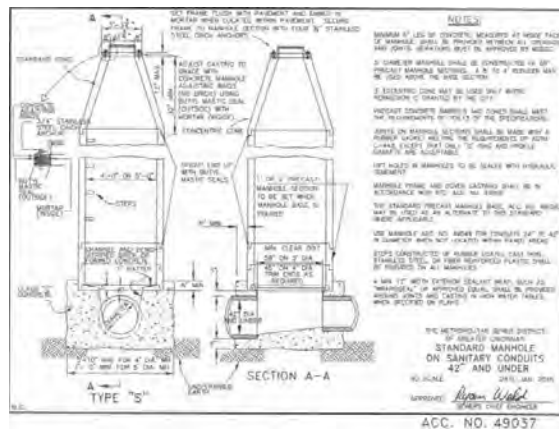
Inwood Park Soil Borings





Burnet Woods Bandstand Sanitary Sewer Service Repair

- 30' - 10" SEWER PIPING
- 400 SQ. FT. OF ASPHALT REPAIR
- 20' CONCRETE CURB
- 1 - TYPE "C" MSD ACCESSION NO. 49037 MANHOLE AND ASSOCIATED FITTINGS
- RESTORATION OF ANY DISTURBED EARTH





Date: January 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

This memo provides an overview of current vacancies and the recruitment process for Parks.

KEY UPDATES



Full Time Overview

Parks currently has **157 full-time employees and 14 vacant positions**, and we are moving swiftly to fill key roles across multiple divisions. There have been six (6) appointments going to the Civil Service Commission for approval in December and January. We are actively interviewing for two (2) leadership positions in Natural Resources and Facilities.

Spring hiring has officially begun at Cincinnati Parks! As we prepare for another successful season, we are focused on recruiting talented individuals to join our team and supporting them through a smooth and efficient onboarding process. Our goal is to ensure we meet our staffing needs while continuously improving the experience for all new hires. We look forward to another season of growth and achievement as we continue to enhance the parks and the community we serve.

Part-Time Job Postings for 2025 Season

There are five part-time job postings available starting the week of January 13, 2025:

- Parks/Recreation Specialist – Camp Counselor/Programming
- Parks/Recreation Specialist – Customer Service (Office/Front Desk/Cashier)
- Parks/Recreation Specialist – Events and Audio
- Parks/Recreation Specialist – Horticulture Technician
- Municipal Worker

Full-Time Positions Overview

Vacancies

Division		Positions
Natural Resources	10	· Florist (2) – Arborist Classification CSC February 2025 · Natural Resource Specialist (1) Requisitioned · Lead Arborist (1) – Testing · Service Area Coordinator (1) – Position to be posted · Lead Arborist (2) – Testing · Tree Maintenance Worker (1) - Classification under review · Parks/Recreation Maintenance Crew Leader (1) – Reposting · Laborer – Requisitioned (1)
Waterfront	1	· Service Crew Leader (1) – Test under development
Finance	3	· Computer Systems Analyst (1) – Interviewing · Senior Accountant (1) – Interviewing · Accountant (1) Requisitioned
Facilities	1	· Parks/Recreation Maintenance Crew Leader (1) - testing
East District	1	· Florist (1) – Testing
Planning and Design	1	· Supervising Engineer (1) - Posted
Total	17	

Parks Academy

Parks Academy is a program dedicated to offering educational resources and professional development opportunities for Cincinnati Parks employees, helping them enhance their skills and grow within their roles.

Parks Safety Program

The Cincinnati Parks Safety Program aims to ensure the safety of all staff by providing mandatory training sessions during the winter months, equipping employees with essential safety knowledge and practices for year-round protection and risk reduction.



Date: January 16, 2025
To: Board of Park Commissioners
From: Jason Barron, Director
Subject: Acceptance of In-Kind Contributions

BOARD OF PARK
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Molly North
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Susan F. Castellini

Phyllis McCallum

John E. Neyer

Background

Board approval is needed to retain in-kind contributions QTR4 2024.

Description

Staff is requesting approval to accept the QTR4 2024 in-kind contributions:

Quarter	Type	Amount
Quarter 4	Miscellaneous Supplies	\$11,356.30
Quarter 4	Supplies	\$1,925.34
Quarter 4	Horticultural Supplies	\$78,209.00
Total		\$91,490.64

Recommendation

Staff respectfully requests the Board approve to accept the in-kind contributions in the amount of \$91,490.64.

Attachment A – In-Kind Donations QTR4

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

Herta Fairbanks
Division Manager

Joel Gross
Division Manager

Rocky Merz
Division Manager

Cincinnati Parks Foundation INDIRECT Donations to Cincinnati Park Board - 4th Quarter, 2024

Date	Type	Num	Name	Memo	Amount
10/17/2024	Check	15977	E C SHAW COMPANY	Inv 851923-851926 bench plaques	700.00
10/24/2024	Check	15984	Casting Arts & Technology	Black Brigade repairs	5,100.00
10/24/2024	Check	15988	The Chili Hut	food for park volunteer day	1,000.00
10/26/2024	Journal Entry	604	Uline	Uline-Gloves for Let's Grow Local Avondale	619.34
10/26/2024	Journal Entry	604		LaRosa's-All Staff Meeting for Parks Board	2,646.95
10/26/2024	Journal Entry	604		The Empanada Box-Food for Cincinnati Parks Volunteers Event	927.50
10/26/2024	Journal Entry	604		Doordash Dewey's Pizza-Lunch for Parks Team (tree cleanup)	217.97
10/28/2024	Check	15990	Case Lawn Care LLC	Landscape plantings 421 Oak St.	9,681.00
10/31/2024	Check	15998	NATORP LANDSCAPE SUPPLY	Inv 157352 2 tribute trees	202.00
10/31/2024	Check	16000	Baron Identification Products	Inv 51448 2 tree signs	54.00
10/31/2024	Check	16002	Adam Schweitzer	Inv 000153 funnel cakes volunteer appreciation	800.00
11/12/2024	Check	16013	General Factory Supply, Inc.	Inv 391263127 & 408 tree & bench supplies	1,792.25
11/15/2024	Check	16023	NATORP LANDSCAPE SUPPLY	Inv 153473 Let's Grow Local trees	28,021.75
11/15/2024	Check	16028	WOODY WAREHOUSE NURSERY, INC.	Order 198309 560 trees Fall Relief	22,348.00
11/15/2024	Check	16026	NATORP LANDSCAPE SUPPLY	Order 140441 140 trees Fall Relief	6,595.00
11/15/2024	Check	16027	Quail Ridge Specimen Trees, LLC	Inv 1708 300 3 gallon trees Fall Relief	6,100.00
11/15/2024	Check	16024	Gray's Tree Experts	Inv 1888 Planting holes (58) Let's Grow Local	1,160.00
11/15/2024	Check	16025	H. Hafner & Sons, Inc.	Inv 473813 mulch Let's Grow Local	255.00
11/25/2024	Check	16037	ASI Signage Innovations	Inv CINC 19366 1 court donor sign	431.00
11/25/2024	Journal Entry	611		Kroger-Food for Parks Volunteers Party for Chrystal Johnson	186.04
11/30/2024	Check	16042	E C SHAW COMPANY	Inv 853046 Plaque Albert Dierckes	175.00
12/16/2024	Check	16058	NATORP LANDSCAPE SUPPLY	Inv 159172 tribute trees less credit	756.00
12/16/2024	Check	16054	Olivia Canada	reimbursement - new animal medical care	449.84
12/17/2024	Check	16061	Baron Identification Products	Inv 51604 tom Hoffman	28.00
12/19/2024	Check	16064	Eason Horticultural Resources Inc.	Order 3108530 flowers	1,069.00
12/19/2024	Check	16065	NATORP LANDSCAPE SUPPLY	Inv 153473 delivery charge	175.00
					91,490.64

Cincinnati Park Board

Financial Presentation – January 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* Joel Gross - *DIVISION MANAGER* Herta Fairbanks - *DIVISION MANAGER*

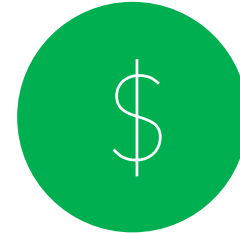
Table of Contents



SUMMARY



EXPENSES



YTD REVENUE



YTD PARK BOARD
FUND BALANCES



YTD PARK BOARD
TRUST BALANCES



FUND PURPOSE

Year to Date Expenses By Expense Type

As of December 31, 2024

Category	YTD Expended	Budget	Target Spend %	Actual Spend %	Variance
Advertising	\$ 61,223	\$ 79,585	44.3%	77%	32.6%
Auto & Truck Expense	\$ 241,629	\$ 548,156	50.3%	44.1%	-6.2%
Bank Fees	\$ 57,763	\$ 62,980	52.2%	91.7%	39.5%
Benefits & Taxes	\$ 2,316,132	\$ 4,648,440	53.0%	49.8%	-3.2%
Equipment	\$ 97,950	\$ 61,278	44.0%	159.8%	115.8%
Fuel	\$ 111,051	\$ 206,979	54.9%	53.7%	-1.2%
Insurance	\$ -	\$ 31,310	0.0%	0.0%	0.0%
IT	\$ 81,675	\$ 133,934	44.4%	61.0%	16.6%
Postage	\$ 1,414	\$ 3,308	38.2%	42.8%	4.6%
Professional Services	\$ 1,254,552	\$ 3,574,527	49.5%	35.1%	-14.4%
Rentals	\$ 107,146	\$ 335,435	40.4%	31.9%	-8.5%
Salaries	\$ 7,054,085	\$ 12,747,627	51.0%	55.3%	4.3%
Supplies	\$ 1,121,116	\$ 2,635,922	41.9%	42.5%	0.6%
Taxes	\$ 958,683	\$ 1,004,741	96.0%	95.4%	-0.6%
Travel & Training	\$ 33,996	\$ 62,764	30.3%	54.2%	23.9%
Utilities	\$ 411,638	\$ 947,784	47.5%	43.4%	-4.1%
	\$ 13,910,052	\$ 27,084,770	46.1%	58.6%	12.5%

Year to Date Expenses by Fund

As of December 31, 2024

Fund Name	Expenses	Budget	Target % Spend^	Actual % Spend	% Variance
General Fund	\$ 9,182,907	\$ 11,556,710	65.7%	79.5%	13.8%
Stormwater Fund	\$ -	\$ 1,954,020	17.7%	0.0%	-17.7%
Hwy Greenspace (Street Construction Management)	\$ 208,121	\$ 421,230	52.1%	49.4%	-2.7%
Infrastructure Fund (Income Tax-Infrastructure)	\$ 996,761	\$ 1,629,270	49.5%	61.2%	11.7%
Sawyer Point	\$ 294,674	\$ 1,194,630	29.5%	24.7%	-4.8%
Park Donations and Special Activity	\$ 289,708	\$ 1,058,520	41.4%	27.4%	-14.0%
W.M. Ampt Fund (Free Concerts)	\$ 10,195	\$ 17,210	50%	59.2%	9.2%
Groesbeck Fund (endowment)	\$ 9,724	\$ 20,240	50%	48.0%	-2.0%
Cincinnati Riverfront Park	\$ 166,658	\$ 1,558,180	50%	10.7%	-39.3%
Park Lodge / Pavilion Deposits	\$ 21,244	\$ 271,000	11.1%	7.8%	-3.3%
Krohn Conservatory	\$ 787,305	\$ 1,611,260	43.2%	48.9%	5.7%
Yeatman's Cove Trust	\$ -	\$ -	0.0%	--	--
Urban Forestry	\$ 36,470	\$ 50,500	42.7%	72.2%	29.5%
Private Endowment	\$ 550,487	\$ 2,541,220	42.9%	21.7%	-21.2%
Forestry Assessment	\$ 1,355,797	\$ 3,200,780	45.6%	42.4%	-3.2%
	\$ 13,910,052	\$ 27,084,770	39.4%	39.5%	-2.7%

unspent dollars returned to the City

^target increases monthly

Year to Date Revenue

As of December 31, 2024

Fund Description	FY25 Revenue	FY25 Budget	Target % Revenue	Actual % Revenue	% Variance
318 - Sawyer Point	\$626,328	\$648,500	61.4%	96.6%	35.2%
326 - Parks Donations and Special Activit	\$565,803	\$715,250	46.7%	79.1%	32.4%
329 - Smale Fund	\$555,135	\$1,431,000	43.8%	38.8%	-5.0%
330 - Pavilions	\$25,458	\$282,630	76.1%	9.0%	-67.1%
332 - Krohn	\$801,556	\$1,805,000	40.1%	44.4%	4.3%
Grand Total	\$2,574,279	\$4,882,380	53.6%	53.6%	0.0%

Items of Note:

- Sawyer Point Revenue target to actual is significantly different due to the budgeted revenue for FY25 being based on revenue for FY24 during which the parking revenue was artificially deflated due to the inability to accept credit cards for much of the year.
- Parks Donations and Special Activities are above target as donations are neither cyclical nor predictable.
- Pavilion rental income shows as behind target due to the way in which Premier Park Events submits rental payments.

Park Board Fund Balances

As of December 31, 2024

Cincinnati Park Board

Fund Balances

Fund	Name	EO 1st Qtr	Balance as of		
			10/31/2024	11/30/24	12/31/24
318	Sawyer Point	\$1,377,356	\$1,323,636	\$1,493,839	\$1,494,452
326	Park Misc Revenue & Special Activity	\$1,057,711	\$1,292,091	\$1,310,481	\$1,283,802
327	WM Ampt Free Concerts	\$16,807	\$19,902	\$19,127	\$19,127
328	Groesbeck Endowment	\$170,972	\$165,572	\$165,572	\$163,872
329	Cincinnati Riverfront Park	\$3,250,978	\$3,294,426	\$3,214,061	\$3,292,287
330	Park Lodge/Pavilion Deposits	\$1,853,125	\$1,852,520	\$1,833,714	\$1,833,182
332	Krohn Conservatory	\$1,564,951	\$1,452,423	\$1,292,030	\$1,295,956
335	Schmidlapp Endowment	\$4,312	\$4,312	\$4,312	\$4,312
403	Yeatman's Cove Park Trust	\$615,049	\$615,049	\$615,049	\$620,174
428	Urban Forestry	\$539,559	\$607,095	\$571,564	\$589,742
430	Parks Private Endowment	\$647,538	\$604,540	\$487,786	\$437,779
706	Ampt Trust	\$130,199	\$130,199	\$131,810	\$133,804
707	Groesbeck Trust	\$43,698	\$43,698	\$43,977	\$48,823
708	Schmidlapp Music	\$50,988	\$50,988	\$50,988	\$51,421
752	Permanent Capital Improvement	\$984,072	\$1,008,026	\$1,013,420	\$1,042,471
792	Forestry Assessment	\$3,546,309	\$3,339,383	\$2,980,773	\$3,724,697
Total All Funds		\$15,853,624	\$15,803,860	\$15,228,502	\$16,035,902

Park Board Funds Remaining Available Spend

As of December 31, 2024

Cincinnati Park Board *Available Spend Calculation*

Fund Name	November '24 Balance	Remaining Expenses	Remaining Revenue*	Recommend Reserves	Available for Spend Dollars
318 Sawyer Point	\$1,494,452	\$899,956	\$22,172	\$450,000	\$166,668
326 Park Donations and Special Activity	\$1,283,802	\$768,812	\$149,447	\$400,000	\$264,437
329 Cincinnati Riverfront Park	\$3,292,287	\$1,391,522	\$875,866	\$800,000	\$1,976,631
330 Park Lodge/Pavilion Deposits	\$1,833,182	\$249,756	\$257,172	\$200,000	\$1,640,598
332 Krohn Conservatory	\$1,295,956	\$823,955	\$1,166,124	\$700,000	\$938,125
403 Yeatman's Cove Park Trust	\$620,174	\$0	(\$8,466)	\$500,000	\$111,709
752 Permanent Capital Improvement	\$1,042,471	\$0	(\$113,480)	\$600,000	\$328,991
Total Available	\$10,862,324	\$4,134,001	\$2,348,836	\$3,650,000	\$5,427,159

**Negative Remaining Revenue balance indicates greater than anticipated revenue*

Park Board Endowment Fund Summary

As of December 31, 2024

Cincinnati Board of Park Commissioners

Endowment Fund Summary

Fund Name	Jul-24 Balance	Aug-24 Balance	Sep-24 Balance	Oct-24 Balance	Nov-24 Balance	Dec-24 Balance
Trustee						
Bettman	\$2,859,649	\$2,911,431	\$2,963,083	\$2,907,738	\$3,041,140	\$2,940,368
Drabner	\$1,498,483	\$1,527,323	\$1,554,208	\$1,529,879	\$1,598,727	\$1,547,359
Fleischmann	\$898,903	\$916,147	\$932,253	\$917,654	\$958,969	\$890,616
Fleischmann	\$3,242,165	\$3,304,575	\$3,362,752	\$3,310,123	\$3,459,071	\$3,348,948
Geier	\$2,233,940	\$2,276,945	\$2,317,031	\$2,280,770	\$2,383,404	\$2,306,812
Miles-Edwards	\$3,487,817	\$5,464,422	\$5,526,462	\$5,456,699	\$5,685,061	\$5,427,673
Levy	\$44,057	\$45,004	\$45,851	\$45,276	\$47,432	\$46,426
Sub-total	\$14,265,014	\$16,445,847	\$16,701,640	\$16,448,138	\$17,173,805	\$16,508,202
Beneficiary Only						
Hauck- Sooty Acres	\$555,216	\$565,251	\$573,776	\$561,916	\$587,882	\$569,376
Hauck - Fountain Sq	\$1,546,265	\$1,573,965	\$1,597,554	\$1,564,826	\$1,636,515	\$1,585,316
Meyer	\$4,960,778	\$5,051,267	\$5,128,172	\$5,022,458	\$5,256,147	\$5,091,180
Sub-total	\$7,062,259	\$7,190,483	\$7,299,502	\$7,149,199	\$7,480,544	\$7,245,872
Endowment Total	\$21,327,273	\$23,636,330	\$24,001,142	\$23,597,337	\$24,654,349	\$23,754,073
Commissioner Fund 430	\$822,614	\$718,737	\$647,538	\$604,540	\$487,786	\$437,779
Commissioner Money Market Acct	\$1,663,038	\$1,812,583	\$2,171,101	\$2,240,838	\$2,381,473	\$2,455,309
Commissioner Investment Acct	\$1,668,132	\$1,675,553	\$1,683,003	\$1,687,885	\$1,694,679	\$1,701,066
Total Commissioner Dollars	\$4,153,784	\$4,206,873	\$4,501,642	\$4,533,264	\$4,563,938	\$4,594,154
Grand Total	\$25,481,057	\$27,843,203	\$28,502,784	\$28,130,601	\$29,218,286	\$28,348,227

Fund Purpose

Fund Number	Fund Name	Fund Purpose
50	General Fund	City Tax Fund - Used for General Operational Expenses
107	Stormwater Fund	Used for litter pickup (Salary reimbursement)
301	Hwy Greenspace (Street Construction Management)	Ohio motor vehicle tax fund - used for Hwy Greenspaces
302	Infrastructure Fund (Income Tax-Infrastructure)	City Tax Fund - Used for General Operational Expenses
318	Sawyer Point	To account for receipts and expenditures in the operation and maintenance of Bicentennial Commons at Sawyer Point, including the support of capital improvements and all monies received from fees and contributions
326	Park Donations and Special Activity	Fund No. 326 was established in 1932 for the purpose of accounting for donations made for various Parks Department purposes, but expanding the purpose of this fund to include capital improvements as an eligible use will enable the Parks Department to make improvements to Parks facilities
327	W.M. Ampt Fund (Free Concerts)	To account for money received as income from Investment of bequest and expenditures for the costs of concerts in various parks
328	Groesbeck Fund (endowment)	To account for money received from the investment of bequest and expenditures for the cost of concerts in Burnet Woods.
329	Cincinnati Riverfront Park	Established for the purpose of accepting donations, program funds, event funds, lease revenues and common area maintenance income from public and private entities to be used for park operations maintenance and capital replacements.
330	Park Lodge / Pavilion Deposits	Fund No. 330 was established in 1937 for the purpose of accounting for deposits made for the use of lodges and the expenditures for the maintenance of the lodges, replacements of damages to the lodges, and refunds of overages contained in the amounts collected, but expanding the purpose of this fund to include capital improvements as eligible expenditures will allow the Parks Department to make upgrades to lodges and pavilions;

Fund Purpose

Fund Number	Fund Name	Fund Purpose
332	Krohn Conservatory	To account for deposits for admissions and programs for Krohn. To deposit and expend monies collected by the Park Board Volunteers through the Friends of the Krohn organization and to receive donations from private sources and making expenditures for permanent improvements and operating expense at Krohn
335	Schmidlapp Endowment	To account for money received as income from Investment of bequest and expenditures for the costs of concerts in various parks.
403	Yeatman's Cove Trust	To receive \$500,000 gift from Proctor & Gamble to be used for the operation and maintenance of said park in accordance with the terms and conditions of the Trust Agreement.
428	Urban Forestry	To receive funds from the sale of forest products, donations, permit fees and compensatory payments and to make sure such expenditures to maintain the Urban Forest Management Program
430	Private Endowment	Established for the purpose of accounting for revenue from various private endowments to be used for park operations, maintenance, programs, events, and capital projects only at Parks facilities.
752	Permanent Improve Fund	To account for the revenue received from the rental, lease 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.
792	Forestry Assessment	Based on a summary of the special assessment for street trees provided by the Hamilton County Auditor's office, the following detailed information is provided concerning the assessment revenue. The revenue is calculated at the rate of 21 (as of 2019) cents per front footage for all property within the City limits that abuts a public right-of-way.