

**MINUTES OF THE
BOARD OF PARK COMMISSIONERS
OF THE
CLEVELAND METROPOLITAN PARK DISTRICT**

JULY 18, 2019

The Board of Park Commissioners met on this date, Thursday, July 18, 2019, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

The roll call showed President Debra K. Berry, Vice President Dan T. Moore, and Vice President Bruce G. Rinker to be present. It was determined there was a quorum. Chief Executive Officer, Brian M. Zimmerman, Chief Financial Officer, William Chorba, and Chief Legal and Ethics Officer, Rosalina M. Fini, were also in attendance.

APPROVAL OF MINUTES.

No. 19-07-084: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve the minutes from the Regular Meeting of June 11, 2019, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

FINANCIAL REPORT.

Chief Financial Officer, William Chorba, presented a Comparative Summary of Revenues & Expenditures 2019 vs. 2018 Year-To-Date, for the Month Ended June 30, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **89363** to **89369** and they were filed for audit.

ACTION ITEMS.

- (a) **Commissioning of K-9 Zeke with Handler, Officer Krystina Schneider**
(Originating Source: Chief Katherine M. Dolan, Chief of Police)

Cleveland Metroparks Police Department is proud to present the newest member to the K-9 unit, Zeke. K-9 Zeke will be trained not only as an explosive detection dog, but will also be trained in tracking, article searches and protection. He joins fellow Cleveland Metroparks K-9's Creed and Chase. Zeke was donated by the Buckeye Area Regional K-9 (B.A.R.K.) team and has already started his training.

Chief Dolan has selected Officer Krystina Schneider as Zeke's partner. Officer Schneider has been with the Police Department since July 2015, and primarily has been stationed at the Lakefront.

- No. 19-07-085:** It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to appoint Zeke as K-9 Officer for Cleveland Metroparks, as authorized by Section 1545.13 of the Ohio Revised Code.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.
 Nays: None.

- (b) **2019 Budget Adjustment No. 6**
(Originating Sources: William Chorba, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

The following amendments are requested for Board approval:

CLEVELAND METROPARKS
Appropriation Summary - 2019

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #6 7/18/2019	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 53,558,482	\$ -	\$ 53,558,482	\$ (131,920)	\$ (6,350) A	\$ 53,420,212
52	Employee Fringe Benefits	18,477,174	20,446	18,497,620	71,199	6,350 B	18,575,169
53	Contractual Services	14,727,221	900,758	15,627,979	237,585	32,896 C	15,898,460
54	Office Operations	25,262,956	1,623,806	26,886,762	556,033	24,555 D	27,467,350
	Operating Subtotal	112,025,833	2,545,010	114,570,843	732,897	57,451	115,361,191
CAPITAL							
571	Capital Labor	1,110,000	-	1,110,000	14,000	-	1,124,000
572	Capital Materials	1,893,884	536,076	2,429,960	861,560	20,560 E	3,312,080
573	Capital Contracts	14,432,303	3,682,444	18,114,747	2,978,188	40,577 F	21,133,512
574	Capital Equipment	2,670,302	280,328	2,950,630	385,313	(13,330) G	3,322,613
575	Zoo Animals	75,000	-	75,000	-	-	75,000
576	Land	9,191,274	16,956	9,208,230	-	-	9,208,230
	Capital Subtotal	29,372,763	4,515,804	33,888,567	4,239,061	47,807	38,175,435
TOTALS							
Grand totals		\$ 141,398,596	\$ 7,060,814	\$ 148,459,410	\$ 4,971,958	\$ 105,258	\$ 153,536,626

ACTION ITEMS (cont.)

An explanation of the adjustments, by category, can be found on pages **89370** to **89372**. The net effect of all adjustments is an increase of \$105,258, all of which is provided for by increased revenue, donations, grants, or other restricted funds.

No. 19-07-086: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve the 2019 Budget Adjustment No. 6 for a total increase of \$105,258 as delineated on pages **89370** to **89372**.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

(c) ***Project Agreement – Norfolk Southern Railway Company – Whiskey Island Connector Lakefront Reservation***

(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer / Rosalina M. Fini, Chief Legal and Ethics Officer / Kyle Baker, Director of Real Estate and Sr. Assistant Legal Counsel / Isaac Smith, Conservation Program Manager)

Background

On May 30, 2017, Cleveland Metroparks executed a federal grant agreement with the U.S. Department of Transportation for a \$7,950,000 Transportation Investment Generating Economic Recovery (“TIGER”) grant associated with a suite of projects, collectively titled the Cleveland Metroparks TIGER Projects (“Project”). The Project entails five components: Wendy Park Bridge, Whiskey Island Connector, Red Line Greenway, Cleveland Lakefront Bikeway Connector, and Canal Basin Park Connector. The TIGER grant comprises about half of the overall funding for the Project.

Although official design of the Whiskey Island Connector commenced with approval of a professional design services contract by the Board on June 15, 2017 with E. L. Robinson Engineering of Ohio Co. (“E.L. Robinson”), preliminary engineering and discussions with Norfolk Southern Railway Company (“Norfolk Southern”) were held in 2016 where Norfolk Southern had demonstrated support for the trail concept over real estate that they controlled adjacent to the Northeast Ohio Regional Sewer District Westerly Waste Water Treatment Plant. The subject land is crucial to the ability to complete the Whiskey Island Connector as it connects Wendy Park on Whiskey Island to Edgewater Park to the west through an extremely tight corridor.

E.L. Robinson, through numerous plan revisions at the request of the railroad, has now developed, in concert with Cleveland Metroparks staff and surveyors, a plan acceptable to Norfolk Southern. Furthermore, Norfolk Southern has demonstrated support for and approval of the construction of the Whiskey Island Connector trail by supplying a Project Agreement.

ACTION ITEMS (cont.)**Project Agreement**

The Project Agreement establishes numerous protocols by which the portions of the Whiskey Island Connector that are to be constructed on property owned by Norfolk Southern or that may affect Norfolk Southern operations shall be executed. A force account of \$146,734 is required to be established as part of the Project Agreement in order for costs incurred by Norfolk Southern, such as, but not limited to, construction engineering the railroad flagging, to be recovered from Cleveland Metroparks. Staff will monitor these costs closely during construction. Furthermore, in addition to permitting construction of the trail, the Project Agreement establishes the framework for a forthcoming easement to be established for the constructed trail. The funds to be remunerated to Norfolk Southern by Cleveland Metroparks for the value of the easement will be brought forward to the Board with a separate action at a later date.

Due to the nature and effort of securing the Project Agreement, and the stringent timelines associated with the federal TIGER funding, and with time being of the essence, the Project Agreement was signed by the Chief Executive Officer and returned within days of it being supplied by Norfolk Southern. As of July 12, 2019, a fully executed Project Agreement has not yet been received but is expected shortly. Upon receipt of a fully executed Project Agreement, all necessary right-of-way will be secured for the Whiskey Island Connector and the project will be immediately bid.

No. 19-07-087: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to ratify the Chief Executive Officer's execution of the **Project Agreement with Norfolk Southern Railway Company** related to construction of the **Whiskey Island Connector – Lakefront Reservation**, inclusive of a force account in an amount not to exceed \$146,734 in a form acceptable to the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

(d) ***Mutual Aid Agreement – Intergovernmental LPA Construction Management Support Services for Cleveland Metroparks TIGER Projects – Lakefront Reservation***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer / Tammy Oliver, Director of Project Development)

Background

On May 30, 2017, Cleveland Metroparks executed a federal grant agreement with the U.S. Department of Transportation for a \$7,950,000 Transportation Investment Generating Economic Recovery (“TIGER”) grant associated with a suite of projects, collectively titled the Cleveland Metroparks TIGER Projects (“Project”). The Project entails five components: Wendy Park Bridge, Whiskey Island Connector, Red Line Greenway, Cleveland Lakefront Bikeway Connector, and Canal Basin Park Connector. The TIGER grant comprises about half of the overall funding for the Project.

ACTION ITEMS (cont.)

All Project components require a construction management support agreement to fulfill the requirements set forth by the TIGER grant. As a federal source, the TIGER grant requires the Project components be administered as an Ohio Department of Transportation (“ODOT”) Local Public Authority (“LPA”) project, with Cleveland Metroparks as the local sponsor.

The Cleveland Lakefront Bikeway Connector and Canal Basin Park Connector were packaged together as the Lakefront Bikeway / Canal Basin Park Connectors (“Connectors”) and on December 20, 2018, the Board approved the acceptance of Bid #6391 for the construction of the Connectors, which is progressing well and expected to be complete later this month. The Connectors are being administered through a contract with Quality Control Inspection, Inc. (“QCI”), awarded by the Board on January 17, 2019.

The request for award of construction bids for the remaining components of the Project will be brought to the Board for approval in the upcoming months. In anticipation of their impending construction, additional construction management support services are required by the TIGER grant. Although QCI has performed very favorably on the Connectors, Cleveland Metroparks has elected to utilize Ohio Revised Code Section 302.21 for Red Line Greenway, Whiskey Island Connector, and Wendy Park Bridge, and requested a proposal from the County of Cuyahoga (“County”) for construction management support services through a mutual aid agreement. The County has significant experience in administering projects of this type with great skill and is able to provide the services with significant cost savings to Cleveland Metroparks.

Proposal Analysis

A proposal was requested from the County to conduct construction management support services for the Red Line Greenway, Whiskey Island Connector, and Wendy Park Bridge portions of the Project. As part of these services, the County will provide:

- An Area Engineer as the Construction Project Engineer (“CPE”) designated in charge of the work;
- A Project Supervisor and a Project Inspector for daily supervision, inspection, and project documentation;
- Contract administration in accordance with the Construction Contract Administration section of the ODOT LPA Manual; and
- Construction materials testing services.

To complement these services, Cleveland Metroparks will supply its own staff members to fulfill additional LPA required positions, a secondary Construction Inspector (“CI”) and a Person in Responsible Charge (“PIRC”), for the construction of Red Line Greenway, Whiskey Island Connector and Wendy Park Bridge. The Cleveland Metroparks supplied CI will act as a field representative and inspector and will coordinate reports and project documentation with the County’s CPE. The PIRC will be the main point of contact for the County’s CPE. Cleveland Metroparks will also supply the Disadvantaged Business Enterprise, Equal Employment Opportunity and Prevailing Wage compliance duties, as required by the LPA process.

ACTION ITEMS (cont.)

The tasks associated with the proposed County scope of work are to be performed for an amount not to exceed \$494,795.09. Throughout the process, Cleveland Metroparks staff will regularly monitor the County's progress.

No. 19-07-088: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to enter into an agreement in accordance with O.R.C. Section 302.21 with **County of Cuyahoga** for **Intergovernmental LPA Construction Management Support Services for the Cleveland Metroparks TIGER Projects – Lakefront Reservation**, for an amount not to exceed \$494,795.09 for the performance of construction management support services as outlined above in a form acceptable to the Chief Legal and Ethics Officer, pursuant a proposal dated May 7, 2019.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

(e) ***Authorization to Take Records Belonging to Permanent Files Out of the Board Office***
(Originating Sources: *Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Anthony M. Joy, Chief Information Officer/Deborah R. Hairston, Senior Executive Assistant to Chief Executive Officer*)

Article 7 of the Board of Park Commissioners of the Cleveland Metropolitan Park District (Board) Bylaws states that, "No papers or documents belonging to the permanent files of the Board shall be taken out of the office of the Board, except upon approval of the Board, or upon legal process."

The minutes of the Board are considered "documents belonging to the permanent files of the Board." In an effort to more securely store the historical minutes of the Board, there is a need convert those minutes which are currently paper documents into digital files by delivering them to an offsite third-party vendor. The cost of scanning the paper documents into digital files on-site is approximately \$250,000 compared to the off-site cost of approximately \$5,000. Since the cost-savings for engaging in the digitization off-site results in a significant cost-saving, staff is seeking approval from the Board to remove the minutes from the Board office.

The minutes will be transported to the vendor via the United Parcel Service Express Critical process which provides white glove services seamlessly integrated with UPS transportation networks for time definite inside pickup or delivery of high value products.

ACTION ITEMS (cont.)

No. 19-07-089: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the transport of the historical Board minutes to the off-site vendor for digitization.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

(f) ***Authorization of Acquisition: Cuyahoga County Property, Ohio & Erie Canal Consolidated Operations Center***

(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Joseph V. Roszak, Chief Operating Officer/Sean E. McDermott, Chief Planning and Design Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Kyle G. Baker, Director of Real Estate & Senior Assistant Legal Counsel/Stephanie A. Kutsko, Real Estate Manager/Isaac D. Smith, Conservation Program Manager)

On June 11, 2019 Cleveland Metroparks staff presented an informational item to the Board of Park Commissioners regarding the proposed Ohio & Erie Canal Consolidated Operations Center. The current Ohio and Erie Canal Management Center is leased from the Northeast Ohio Regional Sewer District (Sewer District), and Cleveland Metroparks recently received notice that the Sewer District will be electing to terminate this lease as they will be expanding their facilities in this location. Upon receipt of this notice, Cleveland Metroparks leadership and staff began exploring alternatives for a new management center and improved efficiencies.

In December of 2018, Cuyahoga County released a Request for Proposals for the disposition of several of their maintenance facilities. The former Sanitary Engineers Building, located at 6100 West Canal Road in Valley View (County Property) and adjacent to Ohio and Erie Canal Reservation became of interest to Cleveland Metroparks. The 6.0-acre County Property is centrally located within Cleveland Metroparks service area and contains a 44,922 square foot structure that is comprised of 29,382 square feet of office space and 15,540 square feet of garage space (see map on page **89373**). The County Property was identified as an ideal facility to host the Ohio and Erie Canal Management Operations, Visual Communications, Trails, and Mobile Outreach divisions.

On March 18, 2019 Cleveland Metroparks submitted a proposal to Cuyahoga County for the acquisition of the County Property. This was a competitive process and the Cleveland Metroparks application was scored the highest amongst the other applicant's proposals. Cleveland Metroparks has worked with Cuyahoga County to finalize the terms of this acquisition and it will be going before the Cuyahoga County Council in the

ACTION ITEMS (cont.)

coming weeks for approval. The County Property will be an important addition to the Ohio and Erie Canal Reservation and Cleveland Metroparks as it will provide a centrally located management center and will expand upon this narrow stretch of the reservation.

No. 19-07-090: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the acquisition of fee simple title of a ±6.0 acre property as hereinabove described, from the County of Cuyahoga, Ohio, for a purchase price of \$2,650,000 subject to the approval of the environmental assessment report and evidence of title, including exceptions to title, by the Chief Legal and Ethics Officer; further, that the Board authorize the Chief Executive Officer to execute agreements, together with supplemental instruments related thereon, if any, as deemed necessary or appropriate and in form acceptable to the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

(g) *Authorization to Enter into Grant Agreement (ODNR)*
(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jennifer Grieser, Director of Natural Resources/Mark Warman, Aquatic Invasive Species Project Coordinator/Kristen Trollo, Grants Manager)

The Ohio Department of Natural Resources (ODNR) recently allocated funds to defend the Great Lakes from Aquatic Invasive Species (AIS). Cleveland Metroparks submitted a proposal to ODNR to continue a three-year project for early detection of hydrilla and other AIS in the Lake Erie watershed and was awarded funding for the Project Coordinator. Additional funding is being designated to Cleveland Metroparks for control of hydrilla and other noxious aquatic invasive species in other states and throughout Ohio. Collaborators include Cleveland Metroparks, ODNR, U.S. Fish and Wildlife Service, Pymatuning State Park, and various municipalities, private landowners, and other park districts in Ohio's Lake Erie basin.

Cleveland Metroparks efforts include:

- surveillance for aquatic invasive plants in Ohio's Lake Erie basin;
- re-sampling and monitoring of Cleveland Metroparks populations of *Hydrilla verticillata*;
- establish new survey and study sites on partner properties in the Lake Erie drainage; and
- data analysis and reporting.

ACTION ITEMS (cont.)

In addition to the proposal to continue Cleveland Metroparks AIS program, ODNR requested that Cleveland Metroparks purchase and ship herbicides to Pymatuning State Park, on the border of Ohio and Pennsylvania, to continue that agency’s efforts to prevent the spread of hydrilla from Pymatuning reservoir.

The project costs funded through ODNR are as follows:

Program project coordinator	\$70,455
Herbicide for transfer to Pymatuning (not to exceed)	<u>12,000</u>
Total Project:	\$82,455

No. 19-07-091: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve the authorization to enter into a grant agreement with the Ohio Department of Natural Resources, Division of Wildlife for ±\$82,455 as described above; to authorize the purchase of herbicide and to ship the product to Pymatuning State Park to aid in the management of *Hydrilla verticillata*; to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the program; and further, that the Board authorize the Chief Executive Officer to enter into agreement and execute any other documents as may be required to accept the grant; form of document(s) to be approved by Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.
 Nays: None.

(h) *Authorization to Accept Grant Awards and Enter into Grant Agreement (NOPEC)*
(Originating Sources: Brian Zimmerman, Chief Executive Officer/Natalie Ronayne, Chief Development Officer/Kristen Trolio, Grants Manager)

Cleveland Metroparks is the recipient of two grant awards through the Northeast Ohio Public Energy Council (NOPEC), Inc.’s Energized Community Grant Program, which provides funds to NOPEC member communities with a goal to promote and implement energy savings throughout its service areas. Cleveland Metroparks will receive \$278,185 from the 2018 program year and \$314,508 from the 2019 program year and the funds will be used to increase the tree canopy throughout the City of Cleveland through tree planting and maintenance in conjunction with the Cleveland Tree Coalition.

The required resolution is on page **89374**.

ACTION ITEMS (cont.)

No. 19-07-092: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the submittal of grant applications to NOPEC, Inc.'s Energized Community Grant Program and to authorize the acceptance of grant funds in the amounts of ±\$278,185 and ±314,508 as described above; to authorize and agree to obligate all funds required to satisfactorily complete the proposed projects and become eligible for reimbursement under the terms and conditions of the program; and further, that the Board authorize the Chief Executive Officer to enter into agreements and execute any other documents as may be required to accept the grants upon award; form of document(s) to be approved by Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

(i) ***Amendment to Professional Services Agreement – Evaluating Conservation Education in Africa***

(Originating Sources: Harold G. Harrison, Chief Human Resources Officer/Christopher Kuhar, Zoo Executive Director)

Background

The impact of conservation education continues to be debated by conservation professionals, partly because of the large amount of variability of programs and content. In 2017, a grant was awarded by the Arcus Foundation to a collaboration of scientists, including Cleveland Metroparks Zoo Executive Director Christopher Kuhar, to evaluate the true impact of conservation education programs. Through this grant conservation education programs on apes will be evaluated to determine the types of programs that have the greatest impact on wild populations of apes in Africa. A portion of the grant included funds for a single research analyst, Dr. Bettinger, to manage interviews, data collection and data analysis on this project. Dr. Bettinger is in the process of creating a final report. Cleveland Metroparks Zoo seeks to publish this report in a scientific journal. Dr. Bettinger will conduct follow-up analyses to create a scientific publication report. This process will involve working with the conservation organizations identified in the report to create individual narratives and a summary of an educational model that can be published in a scientific journal. Additionally, this work will involve continued coordination with and data collection from those conservation organizations.

ACTION ITEMS (cont.)**Proposal**

Cleveland Metroparks requests an amendment to the Professional Services Agreement with Dr. Tamara Bettinger, retired Director of Animal Programs and Disney's Animal Kingdom and former Curator of Conservation and Science at Cleveland Metroparks Zoo, to create a scientific publication report using remaining funds from the Arcus Foundation which have been committed by the Cleveland Zoological Society.

No. 19-07-093:

It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to amend the professional services agreement with Dr. Tamara Bettinger for one (1) year in the additional amount of (\$14,970.87) for a total contract amount of (\$68,970.87). This amendment will be entered into a form approved by Cleveland Metroparks Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

AWARD OF BIDS:

No. 19-07-094:

It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the following bid awards:

- (a) **Bid #6434:** **2019 Pavement Markings**
(see page **89352**);
- (b) **Bid #6435:** **Squires Castle Masonry Repairs**
(see page **89353**); and
- (c) **Sole Source #6439:** **Various Meats** (see page **89355**).

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.
Nays: None.

AWARD OF BIDS (cont.)

BID #6434 SUMMARY: **2019 PAVEMENT MARKINGS**
*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/
 Jim Rodstrom, Director of Construction)*

Each year, the Park District allocates capital funds for renewing roadway striping, stop bars, crosswalks, and other directional and safety symbols throughout various Reservations. The purpose of renewing the striping is to maximize vehicular and pedestrian safety and provide clear information to patrons.

The 2019 pavement marking bid scope of work includes centerline, edgeline, crosswalk, stop bar, turn arrow markings, and bicycle sharrows on 37 miles of various sections of parkway in Bedford, Big Creek, Brecksville, Euclid Creek, Hinckley, Lakefront, Mill Stream Run, North Chagrin, Ohio and Erie Canal, and West Creek Reservations.

Bids were received on July 10, 2019 and are tabulated below:

BID #6434 - 2019 PAVEMENT MARKINGS	
Bidder Name	Base Bid
J.D. Striping and Services, Inc.	\$102,172.30
Dura Mark Inc.	\$119,000.00
Oglesby Construction Inc.	\$139,172.26
Engineer's Estimate	\$130,000.00

Staff recommends awarding the **lump sum bid** to the lowest and best bidder, **J.D. Striping and Services, Inc.** J.D. Striping and Services, Inc. successfully completed the pavement markings contract for Cleveland Metroparks in 2015 and 2017 and have also performed similar work for other Cuyahoga County public entities including the City of Brecksville, the City of Middleburg Heights, and the City of North Royalton. They have been in business for over 17 years and are pre-qualified to perform numerous ODOT work types including ODOT Work Type 45-Pavement Markings. They specialize in county, municipal, and commercial pavement markings as well as ODOT projects.

2019 Budget Code: 4015001-573001-PA97109

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with **J.D. Striping and Services, Inc.** as the lowest and best bidder for Bid #6434, 2019 Pavement Markings for **the lump sum amount of \$102,172.30.** In the event that the bidder cannot satisfy the bid, the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 19-07-094 on Page 89351)

AWARD OF BIDS (cont.)

BID #6435: SQUIRE’S CASTLE MASONRY REPAIRS – NORTH CHAGRIN RESERVATION

(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jim Rodstrom, Director of Construction)

In 2018 Cleveland Metroparks received a \$15,000 donation from Covia for the next phase of renovations to Squire’s Castle in North Chagrin Reservation. With the funding available through the donation and additional funding from the 2019 capital project budget, repair and restoration areas on the exterior of the structure were identified and prioritized. The masonry restoration process consists of cleaning of the surfaces, removing and tuckpointing mortar joints in poor condition, full reconstruction and replacement of masonry units in areas with little or no structural integrity remaining, and sealing of all surfaces with a weather resistant penetrating sealant.

This masonry repair bid reflects the following scope of work:

1. Front of Castle
 - a. 25% mortar joint repair on the front north first level face (234 sf)
 - b. 35% mortar joint repair on the front east first level face (234 sf) plus chimney face on the second story (50 sf), and 50% mortar joint repair on the top of chimney above roof line (75 sf)
 - c. 50% mortar joint repair on the top of the chimney above roof line on the left (south) face (75 sf).
2. Rear of Castle
 - a. 50% mortar joint repair on the top of chimney above roof line (75 sf)
3. Second Story and Tower
 - a. 50% mortar joint repair on the front (east) second level face (360 sf)
 - b. 60% mortar joint repair on the south second level face (360 sf)
 - c. 60% mortar joint repair on the rear (west) second level face (360 sf)
 - d. 40% mortar joint repair on the octagon tower (450 sf)
4. The installation of corner stiffening steel brackets in four corners of the second story open air tower.

Bids were received on July 10, 2019 and are tabulated below:

Bidder	Total Lump Sum Bid
Mid State Restoration, Inc.	\$40,824
Grunwell-Cashero	\$45,515
Cleveland Building Restoration	\$52,557
HMH Restoration	\$61,558
SRK Enterprises, Inc.	\$62,700
Western Specialty Contractors	\$64,200
RAM Construction Services of Cleveland, LLC	\$66,300
General Restoration Corporation	\$74,500
Engineer’s Estimate	\$65,000

2019 Budget Code: 4015402-573003-NC15003
 2015032-572001-NC18030

AWARD OF BIDS (cont.)

Staff recommends awarding the **Lump Sum Bid** to the lowest and best bidder, **Mid State Restoration, Inc.** Mid State performed the masonry restoration work at Squire's Castle in 2018 and have also successfully completed similar projects for other northeast Ohio private and public agencies. They have been in business for 67 years and they specialize in masonry restoration and repair work of historical, educational, medical, and commercial structures.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with **Mid State Restoration, Inc.** as the lowest and best bidder for Bid #6435, Squire's Castle Masonry Repairs, North Chagrin Reservation for the lump sum bid amount of **\$40,824**. In the event that the bidder cannot satisfy their bid, the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 19-07-094 on Page 89351)

AWARD OF BIDS (cont.)

SOLE SOURCE #6439 SUMMARY: **VARIOUS MEATS** for animals at Cleveland Metroparks Zoo, to be supplied "as needed" for a one-year period beginning September 1, 2019 through August 31, 2020

- - - - - <i>HIGHLIGHTS AT A GLANCE</i> - - - - -
2018/2019 Expenditures = \$78,000
2019/2020 Estimate = \$81,000

A comparison between 2018/2019 and 2019/2020 reflects an increase in cost as follows:

Description	Estimated Quantity	2018/2019	2019/2020	Price Increase
Horsemeat	8,000 lbs.	\$2.72/lb.	\$2.80/LB	3%
Feline Diet	17,300 lbs.	\$2.20/lb.	\$2.25/LB	2%
Canine Diet	6,000 lbs.	\$2.23/lb.	\$2.28/LB	2%
Raptor Diet	1,000 lbs.	\$1.55/lb.	\$1.60/LB	3%
Horse Shank Bones	2,325 lbs.	\$1.72/lb.	\$1.80/LB	5%
Horse Rib Bones	1,000 lbs.	\$1.57/lb.	\$1.60/LB	2%
Beef Femur Bones (will substitute with Horse Femur Bones for 2019/2020)	2,325 lbs.	\$1.14/lb.	\$1.18/LB	4%
Total Average Percentage Increase				3%

The Procurement Manager and Zoo staff has designated Central Nebraska Packing as a sole source for product consistency in both nutritional guarantees, textures and provides a more reliable scheduling and build ordering efficiencies. Although different companies may have similar base ingredients there are differences in composition. These differences would require an extensive transition time for many species with no guarantees of success. Experimental usage of different companies in the past consistently delivered a product with lots of sinew due to the differences in the way Central Nebraska processed their meats. In short, testing of competitive product consistently produced the Central Nebraska product as superior.

As well, Central Nebraska Packing has a proven track record of product availability. Most of Cleveland Metroparks Zoo’s needs are horse meat-based products. A couple of the other vendors have processing plants outside of the United States. As such, the regulations on processing horse meat are stricter to ensure health and safety standards are being met.

Estimated expenditures are based on current animal population and consumption. Animal population may vary throughout the contract period.

RECOMMENDED ACTION:

That the Board authorize an award for the purchase of various meats as specified in Sole Source #6365 from **Central Nebraska Packing, Inc.** to be supplied on an "as-needed" basis for a one-year period, beginning September 1, 2019 through August 31, 2020, **for a total cost not to exceed \$81,000**, at the unit prices maintained in the bid file. In the event the log of consumption approaches 90 percent of the total estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 19-07-094 on Page 89351)

GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 7/18/19)

Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 4 (a), as revised and approved by the Board of Park Commissioners on January 10, 2013, *"The CEO is authorized to enter into contracts and contract amendments for construction, change orders, and to purchase equipment, goods and services, and real estate, without prior approval of the Board in each instance, if the cost of the contract or contract amendment, for any single project, or the amount of the purchase, does not exceed \$50,000. Any contracts where the cost exceeds \$10,000 or any purchase where the amount exceeds \$10,000, and approved by the CEO, shall be reported to the Board at its next regularly scheduled meeting following the execution of said contract or said purchase,"* the following is provided:

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
FileMaker license renewal and upgrades in 2018.	Adatasol, Inc.	\$ 9,850.00 <u>2,848.00</u> \$12,698.00	(6)
Media monitoring service to collect data on communications for 2018 through 2027.	Meltwater News US Inc.	\$ 3,500.00 <u>33,300.00</u> \$36,800.00	(7)
Packaged stable bedding for a one (1) year period beginning June 1, 2019 through May 31, 2020 for Zoo and Police.	Centerra Co-Op	\$50,000.00	(7)
Employee assessments for 2019.	Pradco	\$ 8,285.00 35,000.00 500.00 426.00 775.00 <u>2,325.00</u> \$47,311.00	(5)
2019 Drone Insurance.	Jackson Dieken & Associates	\$10,200.00	(7)
2019 Hull and Indemnity Insurance (Patrol Boat and Water Taxi).	Jackson Dieken & Associates	\$14,566.00	(7)
468 linear feet, 12’x24”x32” jersey concrete barriers for Whiskey Island/Wendy Park Bridge, Lakefront Reservation.	Multi Distributing LLC.	\$13,492.00 <u>684.00</u> \$14,176.00	(7)

GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED (cont.)

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Structural, mechanical, electrical, and plumbing engineering services for E. 72 nd Comfort Station; Lakefront Reservation. Additional electrical service to determine load from electric heat and insta hot water heaters.	Osborn Engineering Co.	\$11,600.00 <u>3,000.00</u> \$14,600.00	(5)
Hauling services of fill sand and stone from Keeney Sand & Stone to Rocky River, West Creek and Brecksville Reservations.	Arms Trucking Co.	\$45,000.00	(7)
Furnish, install and remove approximately 504 feet of 4' tall by 12" wide welded chain link fence panels at Whiskey Island/Wendy Park Bridge; Lakefront Reservation.	Petty Group, LLC.	\$11,200.00	(7)
Mechanical, electrical and plumbing engineering services for new restrooms/concession renovation at Huntington Beach; Huntington Reservation.	PTA Engineering, Inc.	\$27,000.00	(5)
Engineering, fabrication and delivery of 6'x112' floating docks for E. 55 th Marina; Lakefront Reservation	Mari Corp. U.S. LLC.	\$26,209.80	(7)
Civil, structural, mechanical, electrical, and plumbing engineering services for Rhino Yard Expansion at Zoo.	Osborn Engineering Co.	\$49,000.00	(5)
Utility pole relocation from Freas Avenue to W. 38 th Street for Red Line Greenway project; Lakefront Reservation.	Cleveland Public Power	\$14,910.46	(3)
Engineering, fabrication and delivery of 4'x40' steel ADA gangway for E. 55 th Marina; Lakefront Reservation.	Mari Corp. U.S. LLC.	\$11,746.15	(7)

GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED (cont.)

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Installation of HVAC controls for Koala Exhibit, Zoo Administration and RainForest VFD replacement.	Johnson Controls	\$22,490.00	(2)
Windsor Walk Behind Carpet Extractor and Floor Auto Scrubber.	Sovereign Industries	\$13,778.00	(7)
Event security services for 2019 Edgewater Live Events and July 4 th .	Tenable Protective Services	\$18,111.75	(7)
Annual PowerDMS.com hosted subscription fee for the time period of September 17, 2018 through September 16, 2028 (auto renewal).	PowerDMS	\$ 4,636.50 <u>45,363.50</u> \$50,000.00	(3)
Research for Zoo advertising campaign; includes programming, fielding and data tables (auto renewal).	Research Now, Inc.	\$50,000.00	(7)

===== **KEY TO TERMS** =====

- (1) "**BID**" – Formal bid invitations sent and advertised in *The Plain Dealer* 15 days preceding the bid opening.
- (2) "**COOPERATIVE**" – Purchased through cooperative purchasing programs i.e. – State of Ohio, US Communities, etc.
- (3) "**SOLE SOURCE**" – Purchased from one source as competitive alternatives are not available.
- (4) "**PROPRIETARY**" – Merchandise purchased for resale directly from the brand’s manufacturer.
- (5) "**PROFESSIONAL SERVICE**" – Services of an accountant, architect, attorney at law, physician, professional engineer, construction project manager, consultant, surveyor or appraiser as outlined under Article 5, Sections 1-4 of the Board By Laws and defined by ORC 307.86.
- (6) "**COMPETITIVE QUOTE (up to \$10,000)**" – Originally estimated \$10,000 or less, quoted by three vendors.
- (7) "**COMPETITIVE QUOTE (over \$10,000 to \$50,000)**" – Chosen through the accumulation of three written quotes.

**CONSTRUCTION CHANGE ORDERS OR AMENDMENTS TO
PROFESSIONAL SERVICE CONTRACTS (7/18/19)**

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 4 (b) and (c), as revised and approved by the Board of Park Commissioners on January 10, 2013, "...the CEO is not authorized to enter into any change orders to construction contracts, without prior approval of the Board in each instance, except that the CEO is authorized to enter into change orders to construction contracts, without prior approval of the Board in each instance, where the additional cost is less than THE LESSER OF: (i) \$50,000, or (ii) ten percent (10%) of the cost of the contract. Each change order by the CEO under this Article shall be reported to the Board at the next meeting of the Board following the execution of said change order."

(c). "Amendment to Professional Service Contract. For professional service contracts greater than \$50,000, the CEO is not authorized to enter into any amendment to professional services or other special services agreement, without prior approval of the Board in each instance, except that the CEO is authorized to enter into amendments to professional services and other special services agreements for additional fees, without prior approval by the Board in each instance, where the additional fees for the agreement by the CEO pursuant to this Section, aggregate less than THE LESSER OF: (i) \$50,000, or (ii) ten percent (10%) of the cost of the agreement. Each amendment by the CEO under this Section shall be reported to the Board at the next meeting of the Board following the execution of said amendment.", the following is provided:

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>

AWARD OF BIDS; CONSTRUCTION CHANGE ORDERS; STATUS RE: CAPITAL PROJECTS.

The following were presented to the Board for award/acknowledgment: bid tabulations, as shown on pages **89351** through **89355**; \$10,000 to \$50,000 purchased items/services report, pages **89356** through **89358**; and construction change orders, page **89359**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 19-07-082: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages **89375** to **89586**.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

No. 19-07-083: It was moved by Vice President Rinker, seconded by President Berry and carried, to approve Visa Card (Arborwear) dated June 2, 2019 to July 6, 2019 in the amount of \$319.95, as identified on pages **89587** to **89588**.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Abstained: Mr. Moore.

Nays: None.

PUBLIC COMMENTS.

Ms. Kimberly Brown, President of Black Women Commission of Cuyahoga County; Ms. Marty Leshner of Olmsted Township; Mr. Norm Plonski of Hooples Restaurant; and Mr. Lennie Stover of Keep Our Greenway Green each addressed the Board. All such comments can be heard in their entirety by accessing the "About" section of Cleveland Metroparks website at <https://clevelandmetroparks.com/about/cleveland-metroparks-organization/boards-of-park-commissioners/board-meeting-archives>.

INFORMATION/BRIEFING ITEMS/POLICY.

- a. ***Chief Executive Officer's Employee Guest(s)***
(Originating Source: Brian M. Zimmerman, Chief Executive Officer)

Stephen J. Magoolaghan, Technician – Seneca Golf Course

Stephen Magoolaghan joined the staff of Seneca Golf Course in June 2018 as a Technician. Prior to coming to Cleveland Metroparks, Steve was the owner/operator of Akron Lawn & Garden where he supplied landscape equipment, materials and power equipment parts to customers. He is proficient in a wide range of brands and types of power equipment. Formerly, Steve was the owner of Magoolaghan's Lawn Maintenance where he provided maintenance and landscape services to customer properties. Steve's experience also includes working as the owner/landlord of a company managing multiple properties including apartments, duplexes and commercial property.

- b. ***Marketing Update: 2019 Year-to-Date Performance***
(Originating Source: Kelly Manderfield, Chief Marketing Officer)

Every division within Cleveland Metroparks Marketing Department (Marketing & Strategy, Communications, Corporate Partnerships, Events & Experiences, Retail and Visual Communications) has established measurable goals which have been evaluated from January 2019 through YTD. Marketing efforts have been focused around the 'Time to Explore' campaign, and half-year performance results are encouraging despite challenging weather conditions. Attendance increased incrementally compared to 2018 at Nature Centers (3%), and weekly at Euclid Beach LIVE (21%). Guest engagement has grown with an increase in website visitation, email newsletter subscribers and Facebook LIVE opportunities. And, both corporate partnerships and zoo rentals are pacing ahead of last year.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, August 15, 2019, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

EXECUTIVE SESSION.

No. 19-07-095: At 9:01 a.m., upon motion by Vice President Moore, seconded by Vice President Rinker and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Purchase/Acquisition of Real Property and Imminent Litigation, as stated by Chief Legal and Ethics Officer, Rose Fini.

Vote on the motion was as follows:

Aye: Ms. Berry
Aye: Mr. Moore
Aye: Mr. Rinker
Nays: None.

No action was taken as a result of the Executive Session.

ADJOURNMENT.

No. 19-07-096: There being no further matters to come before the Board, upon motion by Vice President Rinker, seconded by Vice President Moore, and carried, President Berry adjourned the meeting at 9:31 a.m.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.
Nays: None.

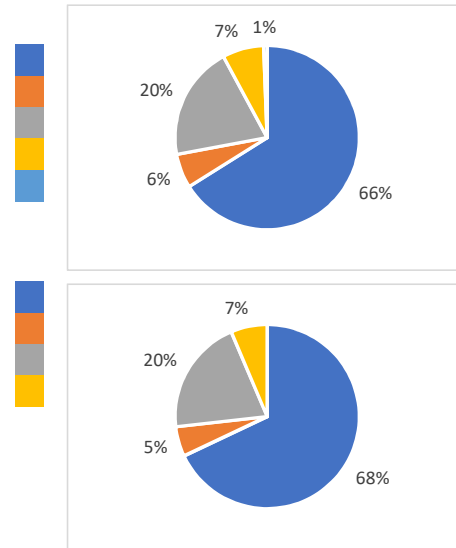
President.

Attest:

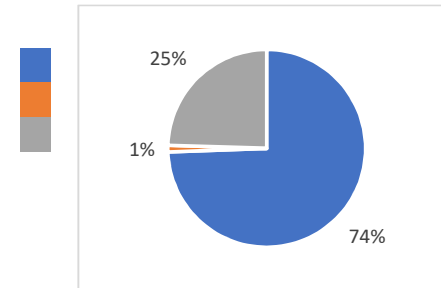
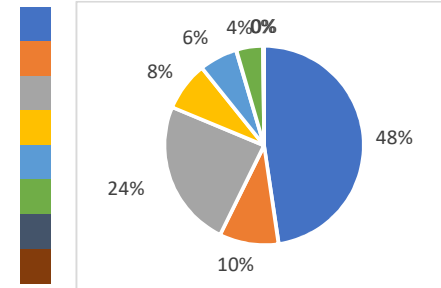
Secretary.

**Cleveland Metroparks
Financial Performance
6/30/2019
CM Park District**

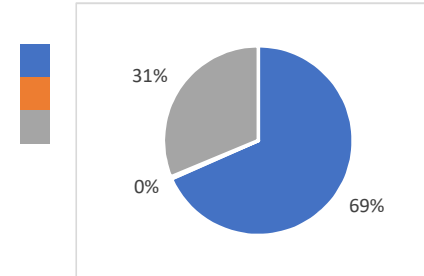
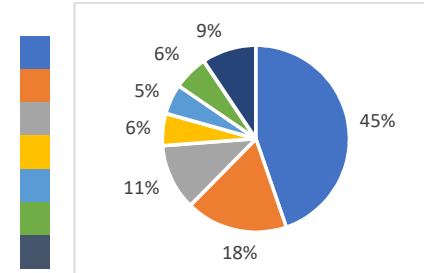
	Actual Jun '18	Actual Jun '19	Fav (Unfav)	Actual YTD Jun'18	Actual YTD Jun '19	Fav (Unfav)
Revenue:						
Property Tax	65,033	777	(64,256)	43,764,804	42,460,242	(1,304,562)
Local Gov/Grants/Gifts	3,730,396	1,100,229	(2,630,167)	6,557,693	3,850,177	(2,707,516)
Charges for Services	3,863,297	4,437,878	574,581	11,057,092	12,901,089	1,843,997
Self-Funded	717,255	777,792	60,537	4,376,883	4,647,322	270,439
Interest, Fines, Other	<u>39,473</u>	<u>76,712</u>	<u>37,239</u>	<u>202,172</u>	<u>413,634</u>	<u>211,462</u>
Total Revenue	8,415,454	6,393,388	(2,022,066)	65,958,644	64,272,464	(1,686,180)
OpEx:						
Salaries and Benefits	8,236,365	5,997,189	2,239,176	32,126,762	33,447,525	(1,320,763)
Contractual Services	468,104	327,852	140,252	2,435,681	2,595,520	(159,839)
Operations	3,057,463	1,897,522	1,159,941	10,448,204	10,020,514	427,690
Self-Funded Exp	<u>494,169</u>	<u>484,093</u>	<u>10,076</u>	<u>3,416,765</u>	<u>3,151,220</u>	<u>265,545</u>
Total OpEx	12,256,101	8,706,656	3,549,445	48,427,412	49,214,779	(787,367)
Op Surplus/(Subsidy)	(3,840,647)	(2,313,268)	1,527,379	17,531,232	15,057,685	(2,473,547)
CapEx:						
Capital Labor	45,080	43,519	1,561	435,357	412,364	22,993
Construction Expenses	3,693,011	917,725	2,775,286	10,927,232	4,248,776	6,678,456
Capital Equipment	190,176	25,572	164,604	1,412,987	2,051,177	(638,190)
Land Acquisition	157,648	(4,310)	161,958	2,335,055	661,972	1,673,083
Capital Animal Costs	<u>6,145</u>	<u>11,984</u>	<u>(5,839)</u>	<u>18,821</u>	<u>15,308</u>	<u>3,513</u>
Total CapEx	4,092,060	994,490	3,097,570	15,129,452	7,389,597	7,739,855
Net Surplus/(Subsidy)	(7,932,707)	(3,307,758)	4,624,949	2,401,780	7,668,088	5,266,308



	Actual Jun '18	Actual Jun '19	Fav (Unfav)	Actual YTD Jun'18	Actual YTD Jun '19	Fav (Unfav)
Revenue:						
General/SE Admissions	672,226	1,200,757	528,531	1,526,288	2,360,221	833,933
Guest Experience	206,636	225,039	18,403	441,925	476,053	34,128
Zoo Society	(11,572)	0	11,572	731,022	1,187,636	456,614
Souvenirs/Refreshments	173,085	167,797	(5,288)	346,242	394,338	48,096
Education	37,641	35,110	(2,531)	289,947	307,372	17,425
Rentals & Events	39,071	22,096	(16,975)	176,813	214,517	37,704
Consignment	35,572	3,808	(31,764)	46,376	8,758	(37,618)
Other	(384)	(1,192)	(808)	3,143	(1,325)	(4,468)
Total Revenue	1,152,275	1,653,415	501,140	3,561,756	4,947,570	1,385,814
OpEx:						
Salaries and Benefits	1,770,223	1,308,395	461,828	7,227,839	7,553,953	(326,114)
Contractual Services	38,216	17,314	20,902	95,828	109,195	(13,367)
Operations	575,092	411,277	163,815	2,365,724	2,488,143	(122,419)
Total OpEx	2,383,531	1,736,986	646,545	9,689,391	10,151,291	(461,900)
Op Surplus/(Subsidy)	(1,231,256)	(83,571)	1,147,685	(6,127,635)	(5,203,721)	923,914
CapEx:						
Capital Labor	2,159	3,401	(1,242)	28,503	26,457	2,046
Construction Expenses	196,991	223,624	(26,633)	1,119,168	1,332,262	(213,094)
Capital Equipment	44,610	1,232	43,378	302,382	121,607	180,775
Capital Animal Costs	6,145	11,984	(5,839)	18,821	15,308	3,513
Total CapEx	249,905	240,241	9,664	1,468,874	1,495,634	(26,760)
Net Surplus/(Subsidy)	(1,481,161)	(323,812)	1,157,349	(7,596,509)	(6,699,355)	897,154
Restricted Revenue	3,404,149	67,571	(3,336,578)	3,769,524	461,108	(3,308,416)
Restricted Expenses	1,365,583	59,113	1,306,470	4,423,301	493,141	3,930,160
Restricted Surplus/(Subsidy)	2,038,566	8,458	(2,030,108)	(653,777)	(32,033)	621,744



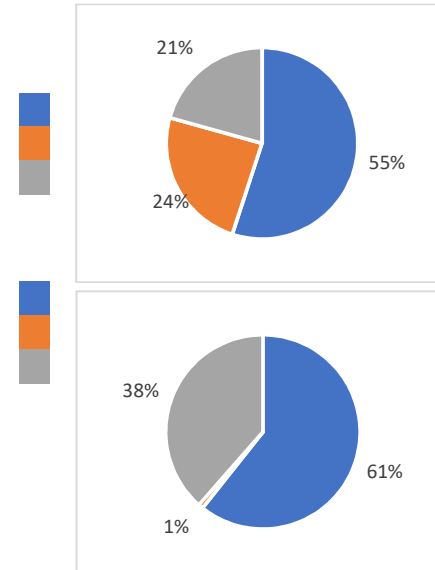
	Actual Jun '18	Actual Jun '19	Fav (Unfav)	Actual YTD Jun'18	Actual YTD Jun '19	Fav (Unfav)
Revenue:						
Greens Fees	602,542	614,386	11,844	1,191,130	1,264,375	73,245
Equipment Rentals	239,284	226,312	(12,972)	497,267	499,223	1,956
Food Service	162,292	142,162	(20,130)	368,021	323,228	(44,793)
Merchandise Sales	73,044	69,468	(3,576)	154,066	157,445	3,379
Pro Services	26,205	24,246	(1,959)	123,791	146,983	23,192
Driving Range	55,855	63,574	7,719	149,019	170,580	21,561
Other	<u>39,442</u>	<u>55,592</u>	<u>16,150</u>	<u>227,633</u>	<u>265,747</u>	<u>38,114</u>
Total Revenue	1,198,664	1,195,740	(2,924)	2,710,927	2,827,581	116,654
OpEx:						
Salaries and Benefits	598,162	425,342	172,820	1,802,604	1,958,191	(155,587)
Contractual Services	4,303	1,386	2,917	11,608	9,436	2,172
Operations	<u>370,716</u>	<u>250,549</u>	<u>120,167</u>	<u>1,047,134</u>	<u>895,890</u>	<u>151,244</u>
Total OpEx	973,181	677,277	295,904	2,861,346	2,863,517	(2,171)
Op Surplus/(Subsidy)	225,483	518,463	292,980	(150,419)	(35,936)	114,483
CapEx:						
Capital Labor	12,296	348	11,948	95,408	97,780	(2,372)
Construction Expenses	212,476	11,137	201,339	348,675	265,104	83,571
Capital Equipment	<u>50,278</u>	<u>0</u>	<u>50,278</u>	<u>475,874</u>	<u>818,140</u>	<u>(342,266)</u>
Total CapEx	275,050	11,485	263,565	919,957	1,181,024	(261,067)
Net Surplus/(Subsidy)	(49,567)	506,978	556,545	(1,070,376)	(1,216,960)	(146,584)



**Cleveland Metroparks
Financial Performance
6/30/2019
Golf Detail**

	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)	
	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19
Operating Revenue	461,527	501,523	110,317	141,204	88,107	87,349	403,905	414,453	617,882	540,524
Operating Expenses	<u>436,142</u>	<u>421,518</u>	<u>124,150</u>	<u>119,896</u>	<u>94,100</u>	<u>97,224</u>	<u>393,058</u>	<u>416,309</u>	<u>564,292</u>	<u>586,920</u>
Operating Surplus/(Subsidy)	25,385	80,005	(13,833)	21,308	(5,993)	(9,875)	10,847	(1,856)	53,590	(46,396)
Capital Labor	0	0	0	0	0	0	2,930	0	2,125	33,936
Construction Expenses	32,034	0	0	0	0	0	22,241	0	313	263,162
Capital Equipment	<u>0</u>	<u>476,890</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>316,875</u>	<u>316,875</u>	<u>0</u>
Total Capital Expenditures	32,034	476,890	0	0	0	0	25,171	316,875	319,313	297,098
Net Surplus/(Subsidy)	(6,649)	(396,885)	(13,833)	21,308	(5,993)	(9,875)	(14,324)	(318,731)	(265,723)	(343,494)
	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Golf Admin		Total	
	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19
Operating Revenue	413,806	403,466	227,815	252,832	373,435	465,638	14,133	20,592	2,710,927	2,827,581
Operating Expenses	<u>381,875</u>	<u>378,439</u>	<u>174,770</u>	<u>203,190</u>	<u>375,641</u>	<u>401,821</u>	<u>317,318</u>	<u>238,200</u>	<u>2,861,346</u>	<u>2,863,517</u>
Operating Surplus/(Subsidy)	31,931	25,027	53,045	49,642	(2,206)	63,817	(303,185)	(217,608)	(150,419)	(35,936)
Capital Labor	0	0	0	0	90,353	63,844	0	0	95,408	97,780
Construction Expenses	0	0	0	0	294,087	1,942	0	0	348,675	265,104
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>24,375</u>	<u>158,999</u>	<u>0</u>	<u>475,874</u>	<u>818,140</u>
Total Capital Expenditures	0	0	0	0	384,440	90,161	158,999	0	919,957	1,181,024
Net Surplus/(Subsidy)	31,931	25,027	53,045	49,642	(386,646)	(26,344)	(462,184)	(217,608)	(1,070,376)	(1,216,960)

	Actual Jun '18	Actual Jun '19	Fav (Unfav)	Actual YTD Jun'18	Actual YTD Jun '19	Fav (Unfav)
Revenue:						
Concessions	875,404	955,733	80,329	1,569,157	1,652,499	83,342
Dock Rentals	(255)	5,038	5,293	716,694	728,272	11,578
Other	<u>227,842</u>	<u>219,404</u>	<u>(8,438)</u>	<u>602,493</u>	<u>621,461</u>	<u>18,968</u>
Total Revenue	1,102,991	1,180,175	77,184	2,888,344	3,002,232	113,888
OpEx:						
Salaries and Benefits	578,845	438,350	140,495	1,458,908	1,507,737	(48,829)
Contractual Services	3,067	4,629	(1,562)	17,657	20,325	(2,668)
Operations	<u>503,840</u>	<u>384,275</u>	<u>119,565</u>	<u>997,596</u>	<u>957,232</u>	<u>40,364</u>
Total OpEx	1,085,752	827,254	258,498	2,474,161	2,485,294	(11,133)
Op Surplus/(Subsidy)	17,239	352,921	335,682	414,183	516,938	102,755
CapEx:						
Capital Labor	0	0	0	1,063	0	1,063
Construction Expenses	0	7,841	(7,841)	6,368	122,825	(116,457)
Capital Equipment	<u>0</u>	<u>4,230</u>	<u>(4,230)</u>	<u>18,030</u>	<u>7,194</u>	<u>10,836</u>
Total CapEx	0	12,071	(12,071)	25,461	130,019	(104,558)
Net Surplus/(Subsidy)	17,239	340,850	323,611	388,722	386,919	(1,803)



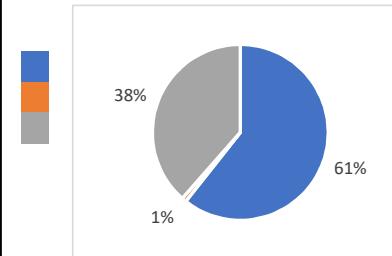
*Other includes Chalet, Hayrides, Aquatics and Misc.

Cleveland Metroparks
Financial Performance
6/30/2019
Enterprise Detail

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant			
	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19		
Operating Revenue	866,323	901,310	353,348	281,858	653,182	637,970	156,119	221,245		
Operating Expenses	<u>900,975</u>	<u>855,690</u>	<u>209,954</u>	<u>163,927</u>	<u>103,344</u>	<u>114,994</u>	<u>138,131</u>	<u>171,200</u>		
Operating Surplus/(Subsidy)	(34,652)	45,620	143,394	117,931	549,838	522,976	17,988	50,045		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	0	2,002	0	0	0	54,330	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>7,149</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Total Capital Expenditures	0	2,002	7,149	0	0	54,330	0	0		
Net Surplus/(Subsidy)	(34,652)	43,618	136,245	117,931	549,838	468,646	17,988	50,045		
	Wildwood		Euclid Beach		EmerNeck Marina		EmerNeck Restaurant			
	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19		
Operating Revenue	0	35,453	0	12,184	238,784	217,314	105,821	170,321		
Operating Expenses	<u>0</u>	<u>60,911</u>	<u>0</u>	<u>10,407</u>	<u>107,878</u>	<u>76,915</u>	<u>138,894</u>	<u>166,768</u>		
Operating Surplus/(Subsidy)	0	(25,458)	0	1,777	130,906	140,399	(33,073)	3,553		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	0	43,439	0	0	276	4,087	0	7,232		
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,375</u>		
Total Capital Expenditures	0	43,439	0	0	276	4,087	0	8,607		
Net Surplus/(Subsidy)	0	(68,897)	0	1,777	130,630	136,312	(33,073)	(5,054)		
	Edgewater Pier		Wallace Lake		Hinckley Lake		Huntington			
	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19		
Operating Revenue	38,889	41,068	22,855	23,836	12,679	12,934	67,665	57,986		
Operating Expenses	<u>35,207</u>	<u>32,730</u>	<u>15,710</u>	<u>18,156</u>	<u>15,848</u>	<u>11,380</u>	<u>57,117</u>	<u>47,065</u>		
Operating Surplus/(Subsidy)	3,682	8,338	7,145	5,680	(3,169)	1,554	10,548	10,921		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	0	0	0	0	0	0	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>1,915</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Total Capital Expenditures	0	0	1,915	0	0	0	0	0		
Net Surplus/(Subsidy)	3,682	8,338	5,230	5,680	(3,169)	1,554	10,548	10,921		
	Chalet		Ledge Lake		Parking		Enterprise Admin		Total	
	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19	YTD Jun'18	YTD Jun '19
Operating Revenue	178,857	206,097	113,246	104,909	80,576	77,747	0	0	2,888,344	3,002,232
Operating Expenses	<u>202,760</u>	<u>190,610</u>	<u>53,906</u>	<u>48,876</u>	<u>9,320</u>	<u>12,751</u>	<u>485,117</u>	<u>502,914</u>	<u>2,474,161</u>	<u>2,485,294</u>
Operating Surplus/(Subsidy)	(23,903)	15,487	59,340	56,033	71,256	64,996	(485,117)	(502,914)	414,183	516,938
Capital Labor	1,063	0	0	0	0	0	0	0	1,063	0
Construction Expenses	6,092	7,373	0	4,362	0	0	0	0	6,368	122,825
Capital Equipment	<u>0</u>	<u>4,230</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,966</u>	<u>1,589</u>	<u>18,030</u>	<u>7,194</u>
Total Capital Expenditures	7,155	11,603	0	4,362	0	0	8,966	1,589	25,461	130,019
Net Surplus/(Subsidy)	(31,058)	3,884	59,340	51,671	71,256	64,996	(494,083)	(504,503)	388,722	386,919

**Cleveland Metroparks
Financial Performance
6/30/2019
Nature Shops and Kiosks**

	Actual Jun '18	Actual Jun '19	Fav (Unfav)	Actual YTD Jun'18	Actual YTD Jun '19	Fav (Unfav)
Retail Revenue	84,750	100,507	15,757	187,646	213,931	26,285
OpEx:						
Salaries and Benefits	48,254	35,293	12,961	126,907	134,106	(7,199)
Contractual Services	3,414	2,400	1,014	8,485	3,892	4,593
Operations	<u>48,378</u>	<u>23,002</u>	<u>25,376</u>	<u>106,489</u>	<u>111,900</u>	<u>(5,411)</u>
Total OpEx	100,046	60,695	39,351	241,881	249,898	(8,017)
Op Surplus/(Subsidy)	(15,296)	39,812	55,108	(54,235)	(35,967)	18,268
CapEx:						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total CapEx	0	0	0	0	0	0
Net Surplus/(Subsidy)	(15,296)	39,812	55,108	(54,235)	(35,967)	18,268



CLEVELAND METROPARKS
Appropriation Summary - 2019

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #6 7/18/2019	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 53,558,482	\$ -	\$ 53,558,482	\$ (131,920)	\$ (6,350) A	\$ 53,420,212
52	Employee Fringe Benefits	18,477,174	20,446	18,497,620	71,199	6,350 B	18,575,169
53	Contractual Services	14,727,221	900,758	15,627,979	237,585	32,896 C	15,898,460
54	Office Operations	25,262,956	1,623,806	26,886,762	556,033	24,555 D	27,467,350
	Operating Subtotal	112,025,833	2,545,010	114,570,843	732,897	57,451	115,361,191
CAPITAL							
571	Capital Labor	1,110,000	-	1,110,000	14,000	-	1,124,000
572	Capital Materials	1,893,884	536,076	2,429,960	861,560	20,560 E	3,312,080
573	Capital Contracts	14,432,303	3,682,444	18,114,747	2,978,188	40,577 F	21,133,512
574	Capital Equipment	2,670,302	280,328	2,950,630	385,313	(13,330) G	3,322,613
575	Zoo Animals	75,000	-	75,000	-	-	75,000
576	Land	9,191,274	16,956	9,208,230	-	-	9,208,230
	Capital Subtotal	29,372,763	4,515,804	33,888,567	4,239,061	47,807	38,175,435
TOTALS							
Grand totals		\$ 141,398,596	\$ 7,060,814	\$ 148,459,410	\$ 4,971,958	\$ 105,258	\$ 153,536,626

CLEVELAND METROPARKS

Appropriations 2019 - Legend - Amendment #6

OPERATING

51 SALARIES

\$ (6,350) Transfer of appropriations from Part-Time Salaries to Hospitalization to reclassify Admin from part-time to full-time
Net budget effect is zero

A	\$ (6,350)	Total increase (decrease) to Salaries
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52 FRINGE BENEFITS

\$ 6,350 Transfer of appropriations from Part-Time Salaries to Hospitalization to reclassify Admin from part-time to full-time
Net budget effect is zero

B	\$ 6,350	Total increase (decrease) to Fringe Benefits
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53 CONTRACTUAL SERVICES

\$ 2,925 Transfer of appropriations from Enterprise Exp. & Capital Materials to Maint. Svc. Contracts to repair Sleepy sound system
Net budget effect is zero

\$ 11,000 Increase in appropriations for new restricted fund grant - EAB Grant from US Forest Service
Appropriation increase will be covered by new grant money

\$ 4,000 Transfer of appropriations from Capital Equipment to Misc. Contractual Services for ITS
Net budget effect is zero

\$ 14,971 Increase in appropriations for Misc. Contractual Services for new CZS great ape grant
Appropriation increase will be offset by new grant from CZS for great ape conservation education

C	\$ 32,896	Total increase (decrease) to Contractual Services
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54 OFFICE OPERATIONS

\$ (825) Transfer of appropriations from Enterprise Exp. to Maint. Svc. Contracts to repair Sleepy sound system
Net budget effect is zero

\$ 1,300 Transfer of appropriations from Capital Equipment to Data Communication to cover data costs
Net budget effect is zero

\$ 10,000 Increase in appropriations for Enterprise Expenses for increased interest in Canalway educational programs
Appropriation increase will be covered by increased registration fees

\$ 10,000 Increase in appropriations for Property Maintenance for new Shelterhouse restricted fund
Appropriation increase will be covered by a donation from O'Neil Brothers Foundation

\$ (25,000) Transfer of appropriations from Office Operations to Capital Contracts for 55th Marina Foundry Docks
Net budget effect is zero

\$ 2,000 Increase in appropriations for Property Maintenance & Printing Expenses - new OpEx for Wildwood Marina (first year)
Appropriation increase will be offset by additional sales revenue

\$ 30,000 Increase in appropriations for Seasonal Salaries, Enterprise Exp., Licenses/Fees & Merchandise and Fuel for Resale - new OpEx for Wildwood Marina (first year)
Appropriation increase will be offset by additional sales revenue

\$ (4,670) Transfer of appropriations from Program Supplies & Professional Svcs. to Capital Equipment for WSC plotter and projector
Net budget effect is zero

\$ 1,750 Increase in appropriations for Program Supplies for Natural Resources field trips for annual conference
Appropriation increase will be covered by new restricted fund revenue-reimbursement from River Network

D	\$ 24,555	Total increase (decrease) to Office Operations
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\$ 57,451	TOTAL INCREASE (DECREASE) TO OPERATIONS
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CLEVELAND METROPARKS

Appropriations 2019 - Legend - Amendment #6

CAPITAL

572 CAPITAL MATERIALS

- \$ (2,100) Transfer of appropriations from Capital Materials to Maint. Svc. Contracts to repair Sleepy sound system
Net budget effect is zero
- \$ 12,700 Transfer of appropriations from Capital Equipment to Capital Materials to finish Seneca Phase 3 renovation
Net budget effect is zero
- \$ 9,960 Transfer of appropriations from Capital Materials to Capital Contracts for Scenic Park dredging
Net budget effect is zero

E \$ 20,560 Total increase (decrease) to Capital Materials

573 CAPITAL CONTRACTS

- \$ (9,960) Transfer of appropriations from Capital Contracts to Capital Materials for 55th Marina Foundry Docks
Net budget effect is zero
- \$ 25,000 Transfer of appropriations from Office Operations to Capital Contracts for 55th Marina Foundry Docks
Net budget effect is zero
- \$ 25,000 Additional appropriation for 55th Marina Foundry Docks
Appropriation will be reimbursed by restricted fund donation from the Foundry
- \$ 537 Increase in appropriations for Capital Contracts for Midwest Trailway Preservation
Appropriation increase will be covered by existing restricted fund balance for the Roundhouse Trailhead

F \$ 40,577 Total increase (decrease) to Capital Contracts

574 CAPITAL EQUIPMENT

- \$ (1,300) Transfer of appropriations from Capital Equipment to Data Communication to cover data costs
Net budget effect is zero
- \$ (12,700) Transfer of appropriations from Capital Equipment to Capital Materials to finish Seneca Phase 3 renovation
Net budget effect is zero
- \$ 4,670 Transfer of appropriations from Program Supplies & Professional Svcs. to Capital Equipment for WSC plotter and projector
Net budget effect is zero
- \$ (4,000) Transfer of appropriations from Capital Equipment to Misc. Contractual Services for ITS
Net budget effect is zero

G \$ (13,330) Total increase (decrease) to Capital Equipment

\$ 47,807 TOTAL INCREASE (DECREASE) TO CAPITAL

\$ 105,258 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT

Ohio & Erie Canal Reservation

Cuyahoga County - Valley View



**Northeast Ohio Public Energy Council (NOPEC)
Energized Community Grant Program (2018 And 2019 NEC Grants)**

July 18, 2019

A RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT THE 2018 NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) ENERGIZED COMMUNITY GRANT FUNDS IN THE AMOUNT OF \$278,185 AND THE 2019 NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) ENERGIZED COMMUNITY GRANT FUNDS IN THE AMOUNT OF \$314,508 FOR THE TREE PLANTING AND MAINTENANCE PROGRAM IN THE CITY OF CLEVELAND FOR THE BENEFIT OF NOPEC CITY OF CLEVELAND CUSTOMERS

WHEREAS, the Board of Park Commissioners of Cleveland Metropolitan Park District, (the "GRANTEE") is eligible for two Northeast Ohio Public Energy Council ("NOPEC") Energized Community Grants ("NEC Grant(s)") as provided for in the NEC Grant Program guidelines, for the purpose of planting and maintaining new trees in the City of Cleveland for the benefit of NOPEC City of Cleveland customers; and

WHEREAS, the GRANTEE wishes to enter into a Grant Agreement with NOPEC, Inc. on _____, 2019 to receive two NEC Grants ("Grant Agreement").

NOW, THEREFORE, be it resolved by the Board of Park Commissioners of the Cleveland Metropolitan Park District, that:

SECTION 1. The Board of the GRANTEE (the "Board") finds and determines that it is in the best interest of the GRANTEE to accept the NEC Grants from NOPEC in the amount of \$278,185 for 2018 and \$314,508 for 2019, to be paid to The Community West Foundation Emerald Necklace Fund, for the purpose of planting and maintaining new trees in the City of Cleveland, for the benefit of NOPEC City of Cleveland customers, and authorizes the Chief Executive Officer to accept the NEC Grants funds and to execute the Grant Agreement.

SECTION 2. This Board finds and determines that all formal actions of the Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 3. This Resolution shall be in full force and effect immediately upon its adoption and approval by the Board of the GRANTEE.

Debra K. Berry, President
Board of Park Commissioners

CERTIFICATE OF RECORDING OFFICER

I the undersigned, herby certify that the foregoing is a true and correct copy of the resolution adopted by Cleveland Metroparks on the 18th day of July 2019, and that I am duly authorized to execute this certificate.

Brian M. Zimmerman
Chief Executive Officer

JULY 18, 2019

89375-89586

RESOLUTION NO. 19-07-082

The following vouchers have been reviewed as to legality of expenditure and conformity with the Ohio Revised Code.

Attest: _____

Chief Financial Officer

BE IT RESOLVED, that the payment of the following items, which may include Then and Now Certificates, are ratified by the Board of Park Commissioners. All expenditures have been reviewed and approved for payment by the Chief Financial Officer and Chief Executive Officer in accordance with the by-laws of the Board of Park Commissioners.

Printed Checks dated June 7, 2019 in the amount of \$532,031.48

Printed Checks dated June 14, 2019 in the amount of \$1,341,012.47

Printed Checks dated June 21, 2019 in the amount of \$822,226.60

Printed Checks dated June 28, 2019 in the amount of \$1,193,630.79

Printed Checks dated July 3, 2019 in the amount of \$875,837.07

Net Payroll dated May 26, 2019 to June 8, 2019 in the amount of \$1,607,383.82

Withholding Taxes in the amount of \$362,908.79

Net Payroll dated June 9, 2019 to June 22, 2019 in the amount of \$1,594,479.62

Withholding Taxes in the amount of \$341,623.94

Bank Fees/ADP Fees in the amount of \$55,538.56

Cigna Payments in the amount of \$387,082.58

ACH Debits (First Energy; Sales Tax) in the amount of \$204,382.33

Visa/Travel Purchasing Card dated June 2, 2019 to July 6, 2019 in the amount of \$473,834.80

Total amount: \$9,791,972.85

PASSED: July 18, 2019

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 19-07-082** listed above.

RESOLUTION NO. 19-07-083

The following vouchers have been reviewed as to legality of expenditure and conformity with the Ohio Revised Code.

Attest: _____

Chief Financial Officer

BE IT RESOLVED, that the payment of the following items, which may include Then and Now Certificates, are ratified by the Board of Park Commissioners. All expenditures have been reviewed and approved for payment by the Chief Financial Officer and Chief Executive Officer in accordance with the by-laws of the Board of Park Commissioners.

Visa Card-Arborwear dated June 2, 2019 to July 6, 2019 in the amount \$319.95

Total amount: \$319.95

PASSED: July 18, 2019

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 19-07-083** listed above.

Visa-Arborwear

06/02/2019 to 07/06/2019

Supplier	Merchant Category	Amount USD
Arborwear Llc Total	Durable Goods - Default (5099)	319.95
Grand Total		319.95