

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

**JUNE 19, 2018**

The Board of Park Commissioners met on this date, Tuesday, June 19, 2018, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

The roll call showed President Dan T. Moore, Vice President Debra K. Berry, 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. 18-06-076:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve the minutes from the Regular Meeting of May 17, 2018, 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 2018 vs. 2017 Year-To-Date, for the Month Ended May 31, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **86403** to **86411** and they were filed for audit.

**ACTION ITEMS.**

- (a) ***Swearing in of Rangers***  
(Originating Source: Richard Svoboda, Interim Chief Ranger)

**Noah J. Wingenfeld**

Summit Metro Parks has employed Noah as a Ranger for over 2 years. He graduated with a Bachelor of Science degree from Slippery Rock University in Pennsylvania in May 2014. Noah completed the Ohio Peace Officer Basic Training Academy through Polaris in May 2015.

**Kevin L. Huff**

Kevin is currently a full-time police officer with the Cleveland Clinic Police Department and also a part-time police officer with the Grafton Police Department. He obtained a Bachelor of Arts from The Ohio State University in 2013 and completed the Polaris Natural Resources Ranger Academy on January 22, 2016.

- No. 18-06-077:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to appoint Noah J. Wingenfeld and Kevin L. Huff as full-time rangers 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) ***Chief Executive Officer's Retiring Guest(s):***  
(Originating Source: Brian M. Zimmerman, Chief Executive Officer)

**Sean T. Flanigan**

Sean T. Flanigan has served Cleveland Metroparks for 25 years utilizing his knowledge, skills and abilities as a Deputy Ranger, Ranger, Senior Ranger, Sergeant, Lieutenant, and Captain. Sean was assigned to protect and preserve lands and facilities, ensure visitor safety, and deter violators of park rules and laws of the State of Ohio. He has provided service and law enforcement to the community through proactive, innovative and unbiased practices. His leadership, inspiration and work direction in managing law enforcement staff inspired them to develop their careers. During the course of his career Sean proposed and implemented a canine unit and served as Cleveland Metroparks first K-9 Officer. He was a member of the Dive Team and Traffic Unit, a Field Training Officer, assisted with the efforts to attain the gold standards from the Commission on Accreditation for Law Enforcement Agencies (CALEA), and provided supervision of COBAN Automated Vehicle Locators which allowed dispatchers real-time viewing of vehicles. He was certified as an Ohio Peace Officer Instructor which afforded him the opportunity to provide countless departmental training opportunities for staff and peers. Sean served as Vice President of the National Drug Enforcement Officer Association,

**ACTION ITEMS (cont.)**

Associate Commander and Instructor for Polaris Ranger/Police Academy, Task Force Officer for the Drug Enforcement Agency, member of Ohio Area Narcotic Regional Officers Association, including serving as a Board member, established working relationships with the Medina and Summit County Drug Task Forces, and when he oversaw and assisted with countless wildlife management projects and special event activities. Sean has served the Greater Cleveland Community and surrounding law enforcement agencies by participating in law enforcement and public safety efforts throughout Cleveland Metroparks and the surrounding communities. His professionalism, dedication and positive representation has been an asset to the Ranger Department as evidenced by his numerous letters of commendations and awards, namely the Felony Award, and the Outstanding Case of the Year award presented at the Ohio Attorney General Conference, and for his certifications from Police Executive Leadership College (PELC) and Certified Law Enforcement Executive (CLEE). Sean's commitment and hard work have been appreciated by the Ranger Department and will not be forgotten.

**Janet L. Jaeger, Information Specialist**

Janet L. Jaeger has served Cleveland Metroparks for more than 13 years utilizing her knowledge, skills and abilities as a Zoo Cashier, Zoo Receptionist, and Information Specialist. Janet has used her knowledge and skills to provide friendly guest service experiences for zoo and nature center visitors, internal staff, and outside callers despite the numerous interruptions she encountered. She has provided prompt, clear, concise and professional verbal and written information when communicating to zoo and park visitors. Her perseverance, attention to detail, and organizational skills aided with initiatives such as attendance data, revenue reports, and caring for exhibit animals. Janet demonstrated a spirit of cooperation when she assisted with scheduling, purchasing, banking, and volunteered to assist with training other support staff. Janet has been a valued asset to Cleveland Metroparks, and the products of her labor have been appreciated and will not be forgotten.

**Allen D. Reinke, Senior Technician – Lead**

Allen D. Reinke has served Cleveland Metroparks for more than 32 years, utilizing his knowledge, skills and abilities as a Handyperson, Senior Handyperson, Technician, Senior Technician, and Senior Technician – Lead. Allen has used his knowledge and skills to maintain and enhance parkways, all-purpose trails, buildings, picnic areas, restrooms, and ball fields. He displayed a strong attention to detail when he performed maintenance tasks, reconstructed equipment, welding and steel fabrication, and heating, electrical and plumbing repairs. Allen has utilized his design, welding and fabrication skills on many improvements throughout the Park District such as when he rebuilt the steel platform at the top of the toboggan chutes, and when he and his co-workers designed and built the launch mechanism for the toboggan chute when the contractor was unsuccessful in achieving this request. Allen exhibited leadership and a spirit of

**ACTION ITEMS (cont.)**

cooperation when he provided work direction to others and shared his expertise during his career by volunteering to assist with several Children’s Fishing Derbies, and the Natural Resources division with wildlife management programs, and when he participated with the OPRA Conference & Trade Show. Allen’s dedication has been a valued asset to the Department of Park Operations and Mill Stream Run Reservation, and the products of his labor have been appreciated and will not be forgotten.

**No. 18-06-078:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to recognize Sean T. Flanigan, Janet L. Jaeger and Allen D. Reinke for their years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolutions found on pages **86412** to **86414**.

Vote on the motion was as follows:

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

(c) **2018 Budget Adjustment No. 3**  
(Originating Sources: Bill Chorba, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

The following amendments are requested for Board approval:

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #3 6/19/2018	Total
		Baseline Budget	Carry Over Encumbrances	Total			
<b>OPERATING</b>							
51	Salaries	\$ 49,001,929	\$ -	\$ 49,001,929	\$ -	\$ (14,381) A	\$ 48,987,548
52	Employee Fringe Benefits	18,199,468	18,271	18,217,739	(38,000)	(8,464) B	18,171,275
53	Contractual Services	14,597,705	1,217,528	15,815,233	(6,660)	76,740 C	15,885,313
54	Office Operations	25,120,411	1,162,729	26,283,140	50,648	32,340 D	26,366,128
	Operating Subtotal	106,919,513	2,398,528	109,318,041	5,988	86,235	109,410,264
<b>CAPITAL</b>							
572	Capital Labor	1,075,000	-	1,075,000	-	-	1,075,000
572	Capital Materials	5,157,791	522,220	5,680,011	58,376	8,025 E	5,746,412
573	Capital Contracts	24,848,552	5,933,878	30,782,430	635,808	2,753,990 F	34,172,228
574	Capital Equipment	2,419,599	368,707	2,788,306	13,688	281,179 G	3,083,173
575	Zoo Animals	75,000	2,100	77,100	-	-	77,100
576	Land	4,196,000	2,181	4,198,181	-	-	4,198,181
	Capital Subtotal	37,771,942	6,829,086	44,601,028	707,872	3,043,194	48,352,094
<b>TOTALS</b>							
Grand totals		\$ 144,691,455	\$ 9,227,614	\$ 153,919,069	\$ 713,860	\$ 3,129,429	\$ 157,762,358



**ACTION ITEMS (cont.)**

An explanation of the adjustments, by category, can be found on pages **86415** to **86417**. The net effect of all adjustments is an increase of \$3,129,429, all but \$264,362 of which is provided for by increased revenue, donations, grants, or other restricted funds.

**No. 18-06-079:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to approve the 2018 Budget Adjustment No. 3 for a total increase of \$3,129,429 as delineated on pages **86415** to **86417**.

Vote on the motion was as follows:

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

Nays: None.

**(d) *Proposed 2019 Tax Budget Adoption***  
*(Originating Source: Bill Chorba, Chief Financial Officer)*

The Board of Park Commissioners is required to adopt an annual tax budget for the forthcoming fiscal year by July 15 of the current year. The proposed tax budget for 2019 is recommended for approval, a public hearing of the same having been conducted by Chief Financial Officer, Bill Chorba, on June 18, 2018.

**CLEVELAND METROPARKS  
PROPOSED 2019 TAX BUDGET**

**SUMMARY SCHEDULE**

	<b><u>Actual/Estimated 2018 Appropriations</u></b>	<b><u>2019 Proposed</u></b>
<b>BEGINNING CASH BALANCE</b>	\$ 23,781,773 (A)	\$3,117,395
<b><u>Receipts:</u></b>		
Property Tax/Payments in Lieu of Taxes	75,283,000	76,035,830
Local Government, Donations, Gifts & Grants	20,468,982	1,000,000
Investment Income	225,000	250,000
Charges for Services	27,345,062	28,438,864
Damages & Fines	93,768	98,768
Self Funded Health Insurance/Workers' Comp	9,838,879	10,429,212
<b>Total Receipts</b>	<b>133,254,691</b>	<b>116,252,674</b>
<b><u>Expenditures:</u></b>		
Salaries & Fringes	66,692,452	68,013,785
Contractual Services	4,745,568	4,078,190
Operations	26,283,140	25,622,819
Self Funded Health Insurance/Workers' Comp	11,596,881	11,676,731

**ACTION ITEMS (cont.)**

<u>Capital:</u>			
Equipment	2,788,306		557,661
Land	4,198,181		1,259,454
Construction Labor	1,075,000		215,000
Construction Materials	5,680,011		1,136,002
Construction Contracts	30,782,430		4,617,365
Zoo Animals	77,100		77,871
	<hr/>		<hr/>
Total Expenditures	153,919,069	(A) (B)	117,254,878
<b>ENDING CASH BALANCE</b>	<b>\$ 3,117,395</b>		<b>\$ 2,115,191</b>
	<hr/>		<hr/>

(A) Includes \$9,227,614 of encumbrances carried over from 2017 into 2018.

(B) Includes \$9,115,610 of estimated encumbrances expected to carry over from 2018 to 2019.

06/06/18

**No. 18-06-080:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to approve the proposed 2019 Tax Budget and instruct the Chief Financial Officer to transmit the same to the Cuyahoga County Budget Commission.

Vote on the motion was as follows:

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

Nays: None.

(e) ***Designees in Absence of Chief Financial Officer (CFO)***  
*(Originating Source: Bill Chorba, Chief Financial Officer)*

According to their By-Laws, adopted by Resolution No. 13-01-006 on January 10, 2013, the Board of Park Commissioners are required to designate that:

*In the absence of the Chief Financial Officer (CFO), his designee shall serve in the place of the CFO.*

There is need to update these designations due to staffing changes. Therefore, to effectuate the intent and purposes of the above-described portion of the By-Laws and to carry on the business of the Board, it is requested that the Board approve the following new designees in the CFO's absence.

**ACTION ITEMS (cont.)**

**No. 18-06-081:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, that effective June 19, 2018, the Board of Park Commissioners adopt a resolution that the following positions shall act as CFO in the CFO's absence. The designation shall be effective if the previous positions are not available.

1. Controller (Gary Butzback)
2. Director of Accounting and Financial Systems (Dana Skully)
3. Compliance Manager (Chlondra Hunter)

Vote on the motion was as follows:

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

Nays: None.

**(f) *Authorization of Land Acquisition: Thomas Property, Big Creek Reservation***  
***(± 0.4 acres)***

*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Kyle G. Baker, Director of Real Estate & Senior Assistant Legal Counsel/Stephanie Kutsko, Land Protection Manager)*

The Thomas Property is located at 17931 Fowles Road in the City of Middleburg Heights and adjacent on three sides to Big Creek Reservation within the 2.5-mile corridor of the Lake-to-Lake trail (reference map, page **86418**). This universally accessible all-purpose trail is a highlight of the reservation. The trail travels through 175 acres of headwater wetlands and connects Lake Abram and Lake Isaac, the largest kettle lakes in Cuyahoga County.

Cleveland Metroparks has the opportunity to acquire the Thomas Property in fee simple title as Dolores Thomas, Co-Trustee of the John Thomas 2008 Amended and Restated Revocable Trust Indenture dated May 29, 2008 as of the date of death of John Thomas, wishes to sell it. The acquisition of the Thomas Property will provide a buffer to this highly popular trail and a more welcoming trail experience as visitors enter the trail from Fowles Road. The acquisition of this 0.4-acre property will enhance the reservation by eliminating an in-holding that is directly adjacent to the trail and continue protection of this sensitive area.

**ACTION ITEMS (cont.)**

**No. 18-06-082:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to authorize the acquisition of fee simple title of ±0.4 acres as hereinabove described, from John Thomas & Dolores Thomas, Co-Trustees of the John Thomas 2008 Amended and Restated Revocable Trust Indenture dated May 29, 2008 as of the date of death of John Thomas, for a purchase price of \$139,000.00 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) *North Chagrin, Hinckley, and Bedford Reservations: Authorization to Submit Grant Applications and Commit Funds***  
*(Originating Sources: Joseph Roszak, Chief Operating Officer/Natalie Ronayne, Chief Development Officer/Jim Rodstrom, Director of Construction/Kristen Trolio, Grants Manager)*

Cleveland Metroparks proposes to submit three applications to the Ohio Department of Natural Resources for the NatureWorks program, which supports park and trail development and rehabilitation projects throughout the State of Ohio. Each county in the State of Ohio is allocated funds for the program and Cleveland Metroparks will submit applications for the following three projects in Lake, Medina, and Cuyahoga Counties, as outlined below:

1. North Chagrin Reservation: Chardon Road Trailhead (Lake County)  
 This project will re-configure the intersection at Chardon Road and Buttermilk Falls Parkway to create a new trailhead and parking area. This project is identified on the Master Plan for the reservation. A proposed site plan for this project is on page **86419**.

The project costs are as follows:

NatureWorks:	\$ 70,950
<u>Cleveland Metroparks:</u>	<u>\$ 54,890</u>
Total Project:	\$125,840

**ACTION ITEMS (cont.)**

2. Hinckley Reservation: Kiwanis Picnic Area Renovations (Medina County)

This project will construct a replacement pavilion and new parking area at Kiwanis Picnic Area, which is a reservable picnic area in Hinckley Reservation. This picnic area is currently closed to the public due to the existing condition of the pavilion. This project is identified on the Master Plan for the reservation. A proposed site plan for the renovations to the Kiwanis Picnic Area is on page **86420**.

The project costs are as follows:

NatureWorks:	\$38,500
Cleveland Metroparks:	\$39,930
Total Project:	\$78,430

3. Bedford Reservation: Dunham Park Improvements (Cuyahoga County)

This project will construct a replacement pavilion and replacement play structure and will rehabilitate the existing restroom at Dunham Park in the City of Maple Heights. This is the Park District’s first managed parkland in the City of Maple Heights and Cleveland Metroparks is committed to improving the amenities in this park. A proposed site plan for this project is on page **86421**.

The project costs are as follows:

NatureWorks:	\$145,000
Cleveland Metroparks:	\$ 48,628
Total Project:	\$193,628

The required resolutions are on pages **86422** to **86424**.

**No. 18-06-083:**

It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to approve the adoption of the resolutions to authorize the submittal of three grant applications to the Ohio Department of Natural Resources for funding assistance of ±\$79,950, ±38,500 and ±\$145,000 through the NatureWorks program as described above; to authorize and agree to obligate the required matching funds and 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.

**ACTION ITEMS (cont.)**

**(h) *Authorization to Enter into Grant Agreement and Commit Match Funds – Beech Leaf Disease***

*(Originating Sources: Joseph Roszak, Chief Operating Officer/Terry Robison, PhD, Director of Natural Resources/Constance Hausman, PhD, Plant and Restoration Ecologist/Kristen Trolio, Grants Manager)*

The USDA Forest Service (FS) recently allocated funds to prioritize research and survey work for emerging forest pests. As discussed at the Board meeting on May 17, 2018, Cleveland Metroparks and other cooperators submitted a proposal to study Beech Leaf Disease (BLD) and funding has been awarded to lead a coalition effort to survey the geographical extent and symptom progression of this yet undiagnosed problem. Additional funding is being designated for identifying the causal agent (via Holden Arboretum) and for surveys in other states. Collaborators include Cleveland Metroparks, Holden Arboretum, USDA Forest Health and Protection, and the states of Ohio, Pennsylvania, Michigan, New York, and Indiana. Matching funds include Cleveland Metroparks (\$62,000) and partners from the Lake Erie Allegheny Partnership for Biodiversity (LEAP).

Cleveland Metroparks efforts include:

- Coordinating surveys for presence/absence of BLD in OH, IN, PA and NY;
- Re-sampling long-term vegetation plots for BLD progression within and among trees;
- Establishing new study plots away from the perceived disease epicenter in NE Ohio; and
- Data analysis and reporting.

The project costs are as follows:

USDA FS	\$ 86,000
Matching funds	<u>90,000 (\$62,000 Cleveland Metroparks share)</u>
Total Project:	\$176,000

**No. 18-06-084:**

It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to approve the authorization to enter into a grant agreement with the USDA Forest Service for ±\$86,000 as described above; to authorize and agree to obligate the funds in the amount ±\$90,000 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.

**ACTION ITEMS (cont.)**

- (i) ***Change Order No. 11 – Contract No. 1402 – Asian Highlands Exhibit Construction***  
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Christopher W. Kuhar, Ph.D., Zoo Executive Director/Andy Simons, Project Manager/Christopher Lowe, Director of Facility Operations)*

**Background**

On February 16, 2016 the Board awarded a Guaranteed Maximum Price (GMP) Contract to The Albert M. Higley Co. (Higley), for construction manager (at risk) services for construction of the new Red Panda / Snow Leopard Exhibit (Asian Highlands). At the July 27, 2017 meeting, the Board approved GMP 1 with the Higley which included site development items such as tree clearing, site work, drilled piers, fencing and gates, electrical improvements and allowances for a stone access drive and unsuitable soils. The Board then subsequently approved the balance of work on August 17, 2017 as GMP 2 for a total GMP amount of \$4,854,553.

Since the establishment of GMP 2, requested additions and modifications to the project have been accomplished via the change order process. To date, ten (10) change orders have been processed during the execution of the project. While the majority of change orders utilized the allowances and contingencies established in GMP 1 and GMP 2, several change orders have been approved to add scope to the project (for items such as ADA bathroom renovations and exhibit modifications). Following adoption of Change Order No. 10 at the May 17, 2018 Board meeting, the Guaranteed Maximum Price was revised to \$5,144,626.24. Also communicated at the May 17, 2018 Board meeting was the expectation for one final and subsequent change order (Change Order No. 11) for final modification and close-out items.

**Change Order No. 11**

During the completion of project final scope modifications, additions and betterments proved necessary for animal care, guest experience, and guest safety. The broad scope of work encompassed in Change Order No. 11 includes (but not limited to) the following:

Takin containment additions and modifications	Additional 42” pedestrian barrier in lieu of split rail along tufted deer and takin yards
Additional Red Panda climbing structure	Cooling cave modifications (log faces, rock placement)
Leopard climbing structure installation and modifications	Grin ‘N Bear Eats (former) wall railing modifications
Cagework and galvanizing modifications	HVAC relocation in electrical room
Relocate Red Panda lighting and horn strobe	Install finish grade cedar veneer at leopard viewing
Additional ADA ramp railing	Additional signage post installation
Additional ADA paving	Enrichment pole hardware additions and modifications
Additional Leopard containment mesh along low deck	Safety railing along leopard holding parapet wall
Red Panda holding brick modifications	Viewing glass modifications
Final containment netting adjustments	Bird screen modifications at moon gates

**ACTION ITEMS (cont.)**

Change Order No. 11, in the amount of \$148,000 will revise the Guaranteed Maximum Price to \$5,292,626.24.

**No. 18-06-085:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to approve Change Order No.11 with The Albert M. Higley Co. in an amount of **\$148,000** as described above resulting in a revised, total Guaranteed Maximum Price of **\$5,292,626.24** and further, that the Board authorize the Chief Executive Officer to execute Change Order No. 11.

Vote on the motion was as follows:

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

Nays: None.



**AWARD OF BIDS:**

**No. 18-06-086:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to authorize the following bid awards:

- (a) **Bid #6349:**                    **Parkwide Demolition Package** (see page **86391**);
- (b) **Ohio and OSC Co-Op #6350:** **Various Food Purchases** (see page **86393**);
- (c) **Ohio Co-Op #6351:** **Fuel and Heat Oil** (see page **86394**); and
- (d) **Ohio Co-Op #6352:** **Two New Toro Reelmaster 5410-D Fairway Mowers and One Multi-Pro 5800-G Sprayer for Cleveland Metroparks Golf Courses** (see page **86395**);

Vote on the motion was as follows:

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

**AWARD OF BIDS (cont.)**

**BID #6349 SUMMARY: PARKWIDE DEMOLITION PACKAGE**

*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer, Tammy Oliver, Director of Project Development)*

**Background:**

The inventory of structures contained within the Cleveland Metroparks system is impressive, diverse and often fluctuating. Currently, there are more than 680 structures tracked on the Park District’s infrastructure database. Structures within the Park District vary in history, with some being constructed by the Park District itself, some acquired, some donated and others reconstructed on or relocated to the park premises.

In recent years, as the Park District grew and protected additional lands, strategic purchases of land sometimes included homes, buildings, structures and/or other ancillary improvements. At the time of acquisition many of the structures were assigned little to no value and most were ancillary to the primary interest of protecting the land. Like performed in 2017, staff has prepared a bid package to secure pricing for the potential demolition of specific structures in the inventory.

The primary structures listed below were included in the bid package:

- Bid No. 1: at 26899 Cedar Road, Beachwood, Ohio 44122
- Bid No. 2: at 1891 Richmond Road, Lyndhurst, Ohio 44124
- Bid No. 3: at 6675 Dunham Road, Walton Hills, Ohio 44146
- Bid No. 4: at 7800 Big Creek Parkway, Middleburg Heights, Ohio 44130
- Bid No. 5: at 18040 Fowles Road, Middleburg Heights, Ohio 44130
- Bid No. 6: at 9878 Hillsdale Road, Brecksville, Ohio 44141
- Bid No. 7: at 9617 Brecksville Road, Brecksville, Ohio 441415
- Bid No. 8: at 16676 Bennet Road, North Royalton, Ohio 44133
- Bid No. 9: at 669 Echo Drive, Mayfield Village, Ohio 44143
- Bid No. 10: at 7006 Upper 40 Drive, Mayfield Village, Ohio 44143
- Bid No. 11: at 7000 Upper 40 Drive, Mayfield Village, Ohio 44143
- Bid No. 12: at 7007 Upper 40 Drive, Mayfield Village, Ohio 44143
- Alternate Bid No. 1: Merkel Barn at 7006 Upper 40 Drive, Mayfield Village, Ohio 44143 *(Listed as an un-required Alternate Bid)*

**Bid Results:**

On June 5, 2018 the following sealed bids were received for Bid #6349 – Park Wide Demolition Package 2018:

BID #6349 Park Wide Demolition Package - 2018					
Bid Items	Baumann Enterprises, Inc.	Master Renovations, Inc.	C & J Contractors	ProQuality Land Development	B & B Wrecking
Base Bid 1 - 26899 Cedar Road, Beachwood, Ohio 44122	\$ 30,000	\$ 20,310	\$ 19,910	\$ 38,000	\$ 18,900
Base Bid 2 - 1891 Richmond Road, Lyndhurst, Ohio 44124	\$ 17,000	\$ 17,860	\$ 19,722	\$ 18,000	\$ 29,700
Base Bid 3 - 6675 Dunham Road, Walton Hills, Ohio 44146	\$ 15,800	\$ 18,560	\$ 29,408	\$ 48,000	\$ 37,600
Base Bid 4 - 7800 Big Creek Parkway, Middleburg Heights, Ohio 44130	\$ 13,780	\$ 19,230	\$ 17,308	\$ 35,000	\$ 29,600
Base Bid 5 - 18040 Fowles Road, Middleburg Heights, Ohio 44130	\$ 19,200	\$ 6,000	\$ 10,814	\$ 16,000	\$ 6,400
Base Bid 6 - 9878 Hillsdale Road, Brecksville, Ohio 44141	\$ 15,700	\$ 15,180	\$ 29,100	\$ 16,000	\$ 26,970
Base Bid 7 - 9617 Brecksville Road, Brecksville, Ohio 44141	\$ 32,000	\$ 22,280	\$ 21,712	\$ 26,000	\$ 27,300
Base Bid 8 - 16676 Bennet Road, North Royalton, Ohio 44133	\$ 45,700	\$ 58,500	\$ 50,954	\$ 50,000	\$ 77,400
Base Bid 9 - 669 Echo Drive, Mayfield Village, Ohio 44143	\$ 16,500	\$ 4,070	\$ 10,519	\$ 18,000	\$ 10,700
Base Bid 10 - 7006 Upper 40 Drive, Mayfield Village, Ohio 44143	\$ 21,000	\$ 19,830	\$ 29,997	\$ 37,000	\$ 23,700
Base Bid 11 - 7000 Upper 40 Drive, Mayfield Village, Ohio 44143	\$ 17,200	\$ 34,060	\$ 40,293	\$ 28,000	\$ 26,700
Base Bid 12 - 7007 Upper 40 Drive, Mayfield Village, Ohio 44143	\$ 17,200	\$ 32,870	\$ 47,108	\$ 24,000	\$ 48,700
<b>Base Bid 1-12 Total</b>	<b>\$ 261,080</b>	<b>\$ 268,750</b>	<b>\$ 326,845</b>	<b>\$ 354,000</b>	<b>\$ 363,670</b>
Alt No. 1 - Merkel Barn at 7006 Upper 40 Drive, Mayfield Village, Ohio 44143	\$ 28,500	No Bid	\$ 91,000	\$ 146,000	No Bid
<b>Engineer's Estimate - \$390,000</b>					

**AWARD OF BIDS (cont.)****Bid Analysis:**

Following the receipt of bids, staff performed a review and recommends the acceptance and award of Bid Nos. 1 through 12 and Bid Alternate No. 1 for the Park Wide Demolition Package 2018 to Baumann Enterprises, Inc. of North Royalton, Ohio. Baumann Enterprises, Inc. is a well-established demolition contractor in northeast Ohio and has successfully performed similar projects in the area for the Greater Cleveland Regional Transit Authority, City of Cleveland and the Cuyahoga County Land Bank.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a contract with **Baumann Enterprises, Inc.** as the lowest and best bidder for **Bid #6349 – Park Wide Demolition Package 2018**, Bid Nos. 1 through 12 and Bid Alternate No. 1, in the amount not to exceed \$289,580. 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 lower 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 the contract to be approved by the Chief Legal and Ethics Officer.

**(See Approval of this Item by Resolution No. 18-06-086 on Page 86390)**

**AWARD OF BIDS (cont.)**

**OHIO AND OSC CO-OP #6350 SUMMARY:** **VARIOUS FOOD PURCHASES** with Sysco and Gordon Food Marketplace (GFS) to be supplied on an "as needed" basis to various locations throughout Cleveland Metroparks for a one (1) year period from July 1, 2018 through June 30, 2019

<b>- - - - HIGHLIGHTS AT A GLANCE - - - -</b>
2017/2018 Expenditure = \$315,000.00
2018/2019 Estimate = \$350,000.00

Since 2014 Cleveland Metroparks purchased various food items (frozen, snack, pre-packaged, pre-cooked items, canned goods, grocery, etc.) for restaurants and concessions throughout the Park District including but not limited to: Merwin’s Wharf, E. 55<sup>th</sup> Restaurant, Emerald Necklace Marina, various golf courses, The Chalet, Zoo, etc. from Ohio Schools Council (OSC) cooperative agreement.

Since 2017 Sysco is no longer offered via the OSC cooperative, however, Sysco is part of the State of Ohio cooperative agreement. Cleveland Metroparks staff recommends leveraging the OSC Series 500 cooperative and State of Ohio cooperative contract number OT903914 for the time period of July 1, 2018 through June 30, 2019.

**RECOMMENDED ACTION:**

That the Board authorize the award for State of Ohio and OSC Co-Op #6350 to Sysco, and Gordon Food Marketplace (GFS) for the purchase of various snack and food items on an “as needed” basis for a one-year period for various locations throughout Cleveland Metroparks beginning July 1, 2018 through June 30, 2019, **for a total cost not to exceed \$350,000**, in full cooperation with State of Ohio Contract number OT903914 and Ohio Schools Council Series 500. In the event the log of consumption approaches 90% of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 18-06-086 on Page 86390)**

**AWARD OF BIDS (cont.)**

**OHIO CO-OP #6351 SUMMARY:** **FUEL AND HEAT OIL** to be supplied on an "as needed" basis to various locations throughout Cleveland Metroparks for a one (1) year period beginning July 1, 2018 through June 30, 2019

<b>--- HIGHLIGHTS AT A GLANCE ---</b>
07/01/2017 - 06/30/2018 Expenditure = \$800,000
07/01/2018 - 06/30/2019 Estimate = \$850,000

Cleveland Metroparks purchased fuel and heat oil for various vehicles and equipment throughout the Park District from July 1, 2017 through June 30, 2018 from Ports Petroleum Company Inc., through the State of Ohio Cooperative Purchasing Program, contract renewal number RS903113. Cleveland Metroparks staff recommends leveraging the State of Ohio cooperative once again for the time period of July 1, 2018 through June 30, 2019. Usage of the State Cooperative pricing last year proved to be a valid choice as the static differential that is added to the index-driven per gallon price kept costs at or below market in most cases. The table below indicates the fuel types the Park District intends to utilize.

<b>- FUEL TYPE -</b>
87 Unleaded Transport
87 Unleaded Tank wagon
Premium Diesel Clear and Dyed Tank wagon
#2 Heat Oil Tank wagon

**NOTE:** At the time of this agenda’s publication, the State of Ohio had yet to select/award Ohio Contract Number RS900619 which will go into effect beginning July 1, 2018. Cleveland Metroparks next Board meeting is scheduled for July 19, 2018 which would leave the Park District without a fuel supplier for 19 days. It is the recommendation of the Procurement Director and Chief Financial Officer that the Board accept State Contract Number RS900619 conditionally (until the awarded vendor is declared by the state) so that the flow of goods and services is uninterrupted to Cleveland Metroparks and the patrons it serves.

**RECOMMENDED ACTION:**

That the Board authorize the award for Ohio Co-Op #6351 to a supplier to be announced and confirmed at the Board meeting of July 19, 2018 for the purchase of fuels and heat oil on an “as needed” basis for a one-year period to various locations throughout Cleveland Metroparks beginning July 1, 2018 through June 30, 2019, at the unit prices noted in the Daily OPIS Summary for a total cost **not to exceed \$850,000**, in full cooperation with State of Ohio Contract Number RS900619. In the event the log of consumption approaches 90% of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 18-06-086 on Page 86390)**

**AWARD OF BIDS (cont.)**

**OHIO CO-OP #6352 SUMMARY: TWO (2) NEW TORO REELMASTER 5410-D FAIRWAY MOWERS AND ONE (1) MULTI PRO 5800-G SPRAYER FOR CLEVELAND METROPARKS GOLF COURSES**

<b>ITEMS</b>	(2) Toro Reelmaster 5410-D 36.8 hp tier 4-compliant diesel with factory installed ROPS and (1) Multi Pro 5800-G Sprayer.
<b>DESIGNATION</b>	Two (2) Fairway Mowers for Seneca GC (5131803-574006 (\$111,207.86)) One (1) Sprayer for Sleepy Hollow GC (4031603-574001 (\$43,705.97))
<b>TOTAL ORDER</b>	<b>\$154,913.83</b>
<b>DESCRIPTION</b>	Units will be equipped with all standard equipment, additional accessories and standard warranty as per quote dated 5/2/18, in full cooperation with State of Ohio Contract Number 800261.

**RECOMMENDED ACTION:**

That the Board approve the purchase of **Two (2) New Toro Reelmaster 5410-D Fairway Mowers and One (1) Multi Pro 5800-G Sprayer** as per Ohio Co-Op #6352, equipped as specified in the above summary, from **Century Equipment for a total cost of \$154,913.83** in full utilization of the Ohio Cooperative Purchasing Program, Contract Number 800261.

**(See Approval of this Item by Resolution No. 18-06-086 on Page 86390)**

**SERVICES (\$10,000 - \$50,000) ACQUIRED**  
**SINCE LAST BOARD MEETING (Presented 06/19/18)**

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:

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Drywall and lay-in ceiling at Planning and Design Renovation.	<b>International Interiors, Inc.</b>	<b>\$13,173.00</b>	<b>(7)</b>
Astorhurst Land Company bill of sale to Cleveland Metroparks.	<b>Surety Title Agency, Inc.</b>	<b>\$17,500.00</b>	<b>(5)</b>
Glove recycling program.	<b>MG Scientific</b>	<b>\$10,002.79</b>	<b>(7)</b>
Bedding for zoo animals.	<b>Centerra Co-Op</b>	<b>\$37,113.00</b>	<b>(7)</b>
Three 16 x 6' box culverts, various replacements within park district.	<b>Lindsay Precast Products</b>	<b>\$13,353.22</b>	<b>(7)</b>
Native plant material for the Watershed Stewardship Center.	<b>Woody Warehouse</b>	<b>\$24,452.50</b> <u>2,100.00</u> <b>\$26,552.50</b>	<b>(7)</b>
Hustler Super Z HD Mower for Euclid Creek/East Shores.	<b>Baker Vehicle Systems Inc.</b>	<b>\$11,482.00</b>	<b>(2)</b>
New furniture and workstations for Planning and Engineering Dept. Renovation Project.	<b>Ohio Desk</b>	<b>\$48,399.87</b>	<b>(2)</b>
One (1) New 2018 Dodge Caravan.	<b>Haasz Automall of Ravenna</b>	<b>\$22,576.50</b>	<b>(2)</b>
Rental of three (3) 20x40 white party frame tents and nine (9) party white walls for Asian Lantern Festival for a three (3) month period from June 12, 2018 – September 13, 2018.	<b>Aable Rental Company</b>	<b>\$10,075.00</b>	<b>(7)</b>

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

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Port security grant for underwater security vehicle.	<b>Ocean Innovations</b>	<b>\$19,143.00</b>	<b>(3)</b>
One John Deere XUV825.	<b>Shearer Equipment, Inc.</b>	<b>\$13,814.76</b>	<b>(2)</b>
Framing materials at Brecksville Nature Center project.	<b>Carter Lumber</b>	<b>\$10,252.44</b>	<b>(7)</b>
Signage and seating for the Towpath Extension.	<b>Midwest Railway Preservation Society, Inc.</b>	<b>\$14,000.00</b>	<b>(3)</b>
Improve quality of open drone map.	<b>Masseranolabs, LLC</b>	<b>\$14,000.00</b>	<b>(3)</b>
Bags of ice for resale at Marinas.	<b>Olmsted Ice</b>	<b>\$14,000.00</b>	<b>(7)</b>
Stanchions for use at the zoo.	<b>Boulevard Supply, LLC</b>	<b>\$13,647.00</b>	<b>(7)</b>
Topsoil, planting mix, etc. for June 16, 2018 through June 15,2019.	<b>Kurtz Brother</b>	<b>\$50,000.00</b>	<b>(7)</b>
Additions to design work for the Mandel Foundation Welcome Pavilion including field visits and modifications detailing related work.	<b>Osborne Engineering Company</b>	<b>\$12,700.00</b> <b><u>4,400.00</u></b> <b>\$17,100.00</b>	<b>(5)</b>
Compensation for construction phase services / construction administration for Euclid Beach Pier.	<b>KS Associates, Inc.</b>	<b>\$251,544.50</b> <b><u>\$ 4,745.95</u></b> <b>\$256,290.45</b>	<b>(5)</b>

===== **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 (06/19/18)**

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:

<b><u>Contract</u></b>	<b><u>Item/Service</u></b>	<b><u>Vendor</u></b>	<b><u>Change Order or Amendment</u></b>
<p><b><u>Welcome Pavilion/Gorilla</u></b>  <b>\$1,043,314.00</b></p> <p>Revised Contract Amount:                      Change order #3, Adds                      \$26,646.42</p> <p><b>Total revised to \$1,069,960.42</b></p>	<p>Addition of topsoil to scope, trim between purlins, bird spikes, steel – masonry closure strip and low strength mortar (LSM) under pavers</p>	<p>Regency Construction Services, Inc.</p>	<p>Change Order No. 3</p>
<p><b><u>Lakefront and Euclid Creek</u></b>  <b>\$320,494.74</b></p> <p>Revised Contract Amount:                      Change order #3, Adds                      \$18,721.88</p> <p><b>Total revised to \$339,216.62</b></p>	<p>Additional work at Wildwood and Upper Edgewater including new motherboard.</p> <p>New control panel install at Intercity Yacht Club and pump install at Wildwood.</p>	<p>Nerone and Sons, Inc.</p>	<p>Change Order No. 3</p>

**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 **86390** through **86395**; \$10,000 to \$50,000 purchased items/services report, pages **86396** through **86397**; and construction change orders, page **86398**.

**APPROVAL OF VOUCHERS AND PAYROLL.**

**No. 18-06-075:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages **86425** to **86632**.

Vote on the motion was as follows:

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

Nays: None.

**PUBLIC COMMENTS.**

Public comments were made by Mr. John Davis, Mr. Rory Ball, and Ms. Marty Leshner. 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>.

**INFORMATION/BRIEFING ITEMS/POLICY.**

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

**Katie M. McVoy, Assistant Legal Counsel**

Katie McVoy came to Cleveland Metroparks in January of this year after having spent the last 10 years working for two of Cleveland's largest and most prestigious law firms, Baker Hostetler and Jones Day. Katie became a successful corporate attorney gaining a wealth of experience as she first-chaired a trial, wrote briefs, argued motions, prepared and defended witnesses, negotiated with opposing counsel, drafted agreements, counseled clients, and worked with government agencies. Although Katie had a very successful career while working for those law firms, she had a strong desire to spend more time with her family. Her experience and fondness of nature and animals made her a great fit for her part-time position at Cleveland Metroparks, and she has very quickly become a valuable member of the "Legal Team." Katie holds a law degree from Notre Dame Law School, *Summa Cum Laude*, as well as a B.A. in Philosophy and Theater, *Summa Cum Laude*, from Saint Mary's College, Notre Dame.

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)****Joshua J. Philipps, Natural Resources Area Manager – East Side Reservations**

Josh Philipps joined Cleveland Metroparks in December 2017 as the Natural Resources Area Manager for our East side reservations – Euclid Creek, Acacia, North and South Chagrin. Prior to joining the Natural Resources Division, Josh worked for Medina County Park District as the Natural Resource Technician where he handled nuisance wildlife, controlled invasive plants, conducted various animal surveys, maintained trails and hazard trees, completed prescribed burns, managed meadows and propagated native plants. Josh has supervised an AmeriCorps crew on invasive plant management throughout Geauga, Cuyahoga, Summit and Portage counties. Josh also brings a wealth of experience from around the country, including Colorado, Florida and Alaska. He holds a Bachelor of Science in Wildlife and Conservation Biology from Ohio University.

**b. *RainForest Condition Assessment – Cleveland Metroparks Zoo***

*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Christopher W. Kuhar, Ph.D., Zoo Executive Director/Christopher Widdowson, Architect)*

The RainForest at Cleveland Metroparks Zoo remains one of the most popular exhibits among those at the Zoo and houses over 10,000 plants and 600 animals. Opened to much acclaim in 1992, the RainForest has proven a destination for families and tourists in its unique two-acre, two-level habitat. The operation and use of the RainForest relies upon a unique and complex HVAC system that is responsible for maintaining high minimum temperatures with high relative humidity. Furthermore, the second level features nose to nose views of Bornean Orangutans in an expansive space capped with a landmark geodesic dome.

In order to properly plan for future needs, staff would like to undertake a holistic condition assessment of the RainForest. The assessment, to be performed by a professional services firm, will analyze the condition of all major building systems and components, with a concentration on the HVAC system and geodesic dome. Once complete, the assessment can inform decisions on the needs and priorities related to maintenance and upgrades at the RainForest.

**c. *Brecksville Stables Pilot Program: Concession Agreement-Classical Attraction Dressage Society (CADS)***

*(Originating Source: Joseph V. Roszak, Chief Operating Officer)*

Joseph Roszak will give a brief update on a pilot program-concession agreement that is being discussed for implementation in late Summer 2018. Staff have been working hard to find an appropriate next use for the Brecksville Stables since the last concessionaire agreement ended. We believe this pilot program will showcase what will be a win for Cleveland Metroparks, CADS, and the horse riding community.

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

- d. ***A Closer Look at Youth Outdoors***  
*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Wendy Weirich, Director of Outdoor Experiences)*

Youth Outdoors Manager John Rode will give an overview of our partnership program with the City of Cleveland, The Ohio State University and 4-H. This nearly two decades old youth adventure program has been providing monthly outings for youth in city recreation centers, youth groups in faith-based organizations, Boys and Girls Clubs and other organizations for youngsters.

- e. ***Cleveland Metroparks Pilot Health Intervention Overview***  
*(Originating Sources: Trishna Desai, Info Tech Business Analyst/Anthony Joy, Chief Information Officer)*

In partnership with Kent State University, a pilot research intervention assessing the health benefits of exercising in green vs. urban spaces launches in late June of 2018. Individuals enrolled in the MetroHealth STRIDES weight-loss program will participate in 8 weekly walking sessions in reservations and urban sidewalks in the Broadway and Strongsville areas. Blood pressure, mood, heart rate, salivary cortisol, and self-esteem will be measured before and after each session and compared between the groups to determine any significant health impacts.

**DATE OF NEXT MEETING.**

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, July 19, 2018, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

**ADJOURNMENT TO EXECUTIVE SESSION.**

**No. 18-06-087:** At 9:34 a.m., upon motion by Vice President Berry, seconded by Vice President Rinker and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Acquisition/Purchase of Real Property and a Personnel (Employment) Matter, as stated by Sr. Assistant Legal Counsel, Kyle G. Baker.

Vote on the motion was as follows:

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

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

**ADJOURNMENT.**

**No. 18-06-088:** There being no further matters to come before the Board, upon motion by Vice President Berry, seconded by Vice President Rinker, and carried, President Moore adjourned the meeting at 10:51 a.m.

Vote on the motion was as follows:

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

Nays: None.

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President.

Attest:

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Secretary.

**Cleveland Metroparks  
Financial Performance  
5/31/2018**

	2017 YTD Actual	2017 Annual Budget	2017 YTD % of Budget Used	2018 YTD Actual	2018 Annual Budget	2018 Remaining Budget	2018 YTD % of Budget Used
<b>Revenues:</b>							
Property Tax	40,771,856	74,233,000	54.9%	43,699,771	75,283,000	31,583,229	58.0%
Local Gov't, Donations, Gifts, Grants	3,223,843	24,589,603	13.1%	2,827,297	23,044,577	20,217,279	12.3%
Interest Income	94,270	225,000	41.9%	112,679	225,000	112,321	50.1%
Charges for Services	7,045,038	26,250,411	26.8%	6,999,966	27,367,062	20,367,096	25.6%
Damages and Fines	37,238	140,192	26.6%	50,020	93,768	43,748	53.3%
Self-Funded	3,634,402	9,761,000	37.2%	3,853,457	9,739,879	5,886,422	39.6%
<b>Total Revenues</b>	<b>54,806,647</b>	<b>135,199,206</b>	<b>40.5%</b>	<b>57,543,190</b>	<b>135,753,286</b>	<b>78,210,096</b>	<b>42.4%</b>
<b>Operating Expenditures:</b>							
Salaries and Benefits	23,009,752	57,830,683	39.8%	23,890,396	67,147,279	43,256,883	35.6%
Contractual Services	2,135,926	13,975,092	15.3%	2,524,540	7,753,060	5,228,520	32.6%
Operations	7,114,472	25,899,670	27.5%	7,390,742	26,326,003	18,935,261	28.1%
Self-Funded	2,633,803	7,864,927	33.5%	2,365,633	8,122,252	5,756,619	29.1%
<b>Operating Expenditures</b>	<b>34,893,953</b>	<b>105,570,372</b>	<b>33.1%</b>	<b>36,171,311</b>	<b>109,348,594</b>	<b>73,177,283</b>	<b>33.1%</b>
<b>Operating Results - Surplus/(Subsidy)</b>	<b>19,912,694</b>	<b>29,628,835</b>	<b>67.2%</b>	<b>21,371,879</b>	<b>26,404,692</b>	<b>5,032,813</b>	<b>80.9%</b>
<b>Capital Expenditures:</b>							
Capital Project Labor	-	876,945	0.0%	390,278	1,075,000	684,722	36.3%
Capital Material	1,610,936	6,823,381	23.6%	761,046	5,766,393	5,005,347	13.2%
Capital Contracts	4,735,067	36,795,011	12.9%	6,473,173	33,832,292	27,359,119	19.1%
Capital Equipment	1,022,703	2,767,725	37.0%	1,222,812	3,083,173	1,860,361	39.7%
Animal Acquisition	20,802	88,467	23.5%	12,676	77,100	64,424	16.4%
Land Acquisition	612,005	1,982,543	30.9%	2,177,408	4,198,181	2,020,773	51.9%
<b>Capital Expenditures</b>	<b>8,001,512</b>	<b>49,334,071</b>	<b>16.2%</b>	<b>11,037,391</b>	<b>48,032,139</b>	<b>36,994,748</b>	<b>23.0%</b>

**Cleveland Metroparks  
Golf Operations  
5/31/2018**

	2017 YTD Actual	2017 Annual Budget	2017 YTD % of Budget Used	2018 YTD Actual	2018 Annual Budget	2018 Remaining Budget	2018 YTD % of Budget Used
<b>Operating Revenues:</b>							
Driving Range/Practice Tee	100,274	304,786	32.9%	93,164	334,800	241,636	27.8%
Equipment Rentals	205,734	1,476,430	13.9%	257,983	1,533,158	1,275,175	16.8%
Food Service	169,345	751,000	22.5%	209,371	917,650	708,279	22.8%
Greens Fees	630,542	3,330,279	18.9%	588,589	3,285,241	2,696,652	17.9%
Merchandise Sales	76,110	382,285	19.9%	81,021	370,500	289,479	21.9%
Professional Services	38,387	128,102	30.0%	97,586	118,423	20,837	82.4%
Other Golf Revenue	173,136	421,554	41.1%	184,549	306,430	121,881	60.2%
<b>Total Revenues</b>	<b>1,393,528</b>	<b>6,794,436</b>	<b>20.5%</b>	<b>1,512,263</b>	<b>6,866,202</b>	<b>5,353,939</b>	<b>22.0%</b>
<b>Operating Expenditures:</b>							
Salaries and Benefits	1,277,038	3,936,501	32.4%	1,204,442	4,106,122	2,901,680	29.3%
Contractual Services	9,519	61,709	15.4%	7,305	58,319	51,014	12.5%
Operations	613,515	2,715,799	22.6%	676,418	2,751,975	2,075,557	24.6%
<i>Utilities</i>	<i>131,835</i>	<i>517,542</i>	<i>25.5%</i>	<i>129,769</i>	<i>532,236</i>	<i>402,468</i>	<i>24.4%</i>
<i>Operating Expenses</i>	<i>481,680</i>	<i>2,198,257</i>	<i>21.9%</i>	<i>546,649</i>	<i>2,219,739</i>	<i>1,673,089</i>	<i>24.6%</i>
<b>Total Operating Expenditures</b>	<b>1,900,072</b>	<b>6,714,009</b>	<b>28.3%</b>	<b>1,888,164</b>	<b>6,916,416</b>	<b>5,028,252</b>	<b>27.3%</b>
<b>Operating Results - Surplus/(Subsidy)</b>	<b>(506,544)</b>	<b>80,427</b>	<b>-729.8%</b>	<b>(375,902)</b>	<b>(50,214)</b>	<b>325,688</b>	<b>-748.6%</b>
<b>Capital Expenditures:</b>							
Capital Labor	-	-	0.0%	83,112	400,000	316,888	20.8%
Capital Material	16,931	952,400	1.8%	90,293	699,139	608,846	12.9%
Capital Contracts	191,929	1,486,677	12.9%	45,905	1,118,187	1,072,283	4.1%
Capital Equipment	389,026	697,663	55.8%	425,597	646,473	220,876	65.8%
<b>Total Capital Expenditures</b>	<b>597,887</b>	<b>3,136,740</b>	<b>19.1%</b>	<b>644,906</b>	<b>2,863,799</b>	<b>2,218,892</b>	<b>22.5%</b>
<b>Net Surplus/(Subsidy)</b>	<b>(1,104,431)</b>	<b>(3,056,313)</b>	<b>36.1%</b>	<b>(1,020,808)</b>	<b>(2,914,013)</b>	<b>(1,893,205)</b>	<b>35.0%</b>

**Cleveland Metroparks  
Golf Operations by Location  
5/31/2018**

	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)	
	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018
<b>Operating Revenues:</b>										
Driving Range/Practice Tee	-	-	-	-	-	-	552	396	31,204	27,127
Equipment Rentals	43,448	52,295	12,313	14,294	7,417	5,946	36,081	46,006	42,220	45,596
Food Service	49,457	50,029	4,094	5,327	2,490	1,991	22,905	31,595	56,761	73,924
Greens Fees	138,612	120,236	30,757	29,598	23,922	19,717	110,382	111,395	132,132	109,024
Merchandise Sales	15,157	17,650	3,324	3,336	2,576	2,542	11,967	12,804	17,959	18,929
Professional Services	410	263	-	-	745	6,554	370	5,275	5,197	8,326
Other Golf Revenue	12,505	19,544	4,604	3,380	8,480	2,462	10,749	14,043	14,483	33,015
<b>Operating Revenues</b>	<b>259,589</b>	<b>260,016</b>	<b>55,092</b>	<b>55,934</b>	<b>45,630</b>	<b>39,211</b>	<b>193,006</b>	<b>221,513</b>	<b>299,956</b>	<b>315,940</b>
<b>Operating Expenditures:</b>										
Salaries and Benefits	198,018	179,522	35,718	48,021	42,121	33,122	161,644	163,476	185,820	205,969
Contractual Services	1,207	1,953	826	39	193	158	458	386	4,150	2,753
Operations	89,142	114,671	29,727	34,853	29,632	23,726	102,769	107,620	165,733	141,018
Utilities	13,396	15,263	8,875	12,387	14,523	5,748	33,564	28,947	22,986	18,559
Operating Expenses	75,746	99,407	20,852	22,466	15,109	17,978	69,205	78,672	142,748	122,458
<b>Operating Expenditures</b>	<b>288,368</b>	<b>296,145</b>	<b>66,270</b>	<b>82,913</b>	<b>71,946</b>	<b>57,006</b>	<b>264,871</b>	<b>271,481</b>	<b>355,703</b>	<b>349,739</b>
<b>Operating Surplus/(Subsidy)</b>	<b>(28,778)</b>	<b>(36,130)</b>	<b>(11,179)</b>	<b>(26,979)</b>	<b>(26,316)</b>	<b>(17,795)</b>	<b>(71,865)</b>	<b>(49,968)</b>	<b>(55,747)</b>	<b>(33,799)</b>
<b>Capital Expenditures:</b>										
In-House Capital Labor	-	-	-	-	-	-	-	-	-	2,125
Capital Material	-	13,961	-	-	-	-	4,228	4,395	3,180	313
Capital Contracts	-	18,073	-	-	-	-	53,839	17,513	6,608	-
Capital Equipment	-	-	-	-	-	-	389,026	-	-	316,875
<b>Capital Expenditures</b>	<b>-</b>	<b>32,034</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>447,094</b>	<b>21,908</b>	<b>9,787</b>	<b>319,312</b>
<b>Net Surplus/(Subsidy)</b>	<b>(28,778)</b>	<b>(68,163)</b>	<b>(11,179)</b>	<b>(26,979)</b>	<b>(26,316)</b>	<b>(17,795)</b>	<b>(518,958)</b>	<b>(71,876)</b>	<b>(65,534)</b>	<b>(353,112)</b>

	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Golf Admin		Total	
	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018
<b>Operating Revenues:</b>										
Driving Range/Practice Tee	23,301	20,275	43,640	44,001	1,577	1,365	-	-	100,274	93,164
Equipment Rentals	33,336	47,220	4,688	4,592	26,231	42,035	-	-	205,734	257,983
Food Service	17,039	21,710	4,299	3,967	12,301	20,710	-	119	169,345	209,371
Greens Fees	96,296	93,429	24,145	18,671	74,295	86,521	-	-	630,542	588,589
Merchandise Sales	10,641	12,059	4,031	5,046	5,096	8,656	5,360	-	76,110	81,021
Professional Services	21,675	24,076	4,475	22,090	5,515	31,003	-	-	38,387	97,586
Other Golf Revenue	12,544	14,727	79,993	73,415	26,303	15,314	3,475	8,650	173,136	184,549
<b>Operating Revenues</b>	<b>214,831</b>	<b>233,494</b>	<b>165,270</b>	<b>171,782</b>	<b>151,319</b>	<b>205,604</b>	<b>8,835</b>	<b>8,768</b>	<b>1,393,528</b>	<b>1,512,263</b>
<b>Operating Expenditures:</b>										
Salaries and Benefits	141,969	146,807	77,226	78,856	171,458	158,410	263,064	190,260	1,277,038	1,204,442
Contractual Services	669	945	744	285	665	787	608	-	9,519	7,305
Operations	71,189	93,973	28,331	42,559	63,208	89,808	33,784	28,189	613,515	676,418
Utilities	16,787	18,515	7,500	12,357	13,167	16,578	1,037	1,414	131,835	129,769
Operating Expenses	54,401	75,459	20,831	30,202	50,041	73,231	32,746	26,775	481,680	546,649
<b>Operating Expenditures</b>	<b>213,827</b>	<b>241,726</b>	<b>106,301</b>	<b>121,700</b>	<b>235,331</b>	<b>249,004</b>	<b>297,455</b>	<b>218,449</b>	<b>1,900,072</b>	<b>1,888,164</b>
<b>Operating Surplus/(Subsidy)</b>	<b>1,004</b>	<b>(8,231)</b>	<b>58,969</b>	<b>50,082</b>	<b>(84,012)</b>	<b>(43,401)</b>	<b>(288,621)</b>	<b>(209,681)</b>	<b>(506,544)</b>	<b>(375,902)</b>
<b>Capital Expenditures:</b>										
In-House Capital Labor	-	-	-	-	-	80,987	-	-	-	83,112
Capital Material	-	-	-	-	9,523	71,624	-	-	16,931	90,293
Capital Contracts	-	-	-	-	131,483	10,319	-	-	191,929	45,905
Capital Equipment	-	-	-	-	-	-	-	108,722	389,026	425,597
<b>Capital Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>141,006</b>	<b>162,931</b>	<b>-</b>	<b>108,722</b>	<b>597,887</b>	<b>644,906</b>
<b>Net Surplus/(Subsidy)</b>	<b>1,004</b>	<b>(8,231)</b>	<b>58,969</b>	<b>50,082</b>	<b>(225,017)</b>	<b>(206,331)</b>	<b>(288,621)</b>	<b>(318,403)</b>	<b>(1,104,431)</b>	<b>(1,020,808)</b>



Cleveland Metroparks Zoo  
Zoo Operations  
5/31/2018

	2017 YTD Actual	2017 Annual Budget	2017 YTD % of Budget Used	2018 YTD Actual	2018 Annual Budget	2018 Available Budget	2018 YTD % of Budget Used
<b>Operating Revenues:</b>							
General & Special Event Admissions	997,527	4,114,800	24.2%	854,061	4,253,147	3,399,086	20.1%
Zoo Guest Experience	285,100	973,363	29.3%	235,289	1,073,941	838,652	21.9%
Zoo Society Attendance	815,808	1,988,569	41.0%	742,594	2,005,250	1,262,656	37.0%
Zoo Souvenirs/Refreshments	246,214	1,587,620	15.5%	173,157	1,687,600	1,514,443	10.3%
Education	324,740	864,479	37.6%	252,306	396,831	144,525	63.6%
Zoo Rental and Events	217,072	-	0.0%	137,743	450,000	312,257	30.6%
Consignment Admissions	2,796	400,000	0.7%	10,804	400,000	389,196	2.7%
Gifts & Donations	21,013	200	10506.5%	2,861	200	(2,661)	1430.4%
Miscellaneous	8,429	10,729	78.6%	667	10,488	9,821	6.4%
<b>Total Revenues</b>	<b>2,918,699</b>	<b>9,939,760</b>	<b>29.4%</b>	<b>2,409,481</b>	<b>10,277,457</b>	<b>7,867,976</b>	<b>23.4%</b>
<b>Operating Expenditures:</b>							
Salaries and Benefits	5,274,997	15,053,495	35.0%	5,457,616	16,228,527	10,770,911	33.6%
Contractual Services	107,009	298,316	35.9%	57,613	462,268	404,656	12.5%
Operations	1,653,036	5,549,216	29.8%	1,790,632	5,570,370	3,779,738	32.1%
<i>Utilities</i>	<i>829,619</i>	<i>2,485,305</i>	<i>33.4%</i>	<i>990,515</i>	<i>2,482,986</i>	<i>1,492,471</i>	<i>39.9%</i>
<i>Operating Expenses</i>	<i>823,418</i>	<i>3,063,911</i>	<i>26.9%</i>	<i>800,116</i>	<i>3,087,384</i>	<i>2,287,268</i>	<i>25.9%</i>
<b>Total Operating Expenditures</b>	<b>7,035,043</b>	<b>20,901,027</b>	<b>33.7%</b>	<b>7,305,860</b>	<b>22,261,165</b>	<b>14,955,305</b>	<b>32.8%</b>
<b>Operating Surplus/(Subsidy)</b>	<b>(4,116,344)</b>	<b>(10,961,267)</b>	<b>37.6%</b>	<b>(4,896,379)</b>	<b>(11,983,708)</b>	<b>(7,087,329)</b>	<b>40.9%</b>
<b>Capital Revenues:</b>							
Zoo Animal Revenue	864	-	0%	-	-	-	0%
<b>Total Revenues</b>	<b>864</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital Expenditures:</b>							
Capital Labor	-	-	0.0%	26,344	-	(26,344)	0.0%
Capital Material	116,836	812,268	14.4%	152,124	1,279,745	1,127,621	11.9%
Capital Contracts	215,172	3,805,138	5.7%	770,053	6,626,068	5,856,015	11.6%
Capital Equipment	75,901	418,491	18.1%	258,772	641,701	382,929	40.3%
Animal Acquisition	20,802	88,467	23.5%	12,676	77,100	64,424	16.4%
<b>Total Capital Expenditures</b>	<b>428,710</b>	<b>5,124,364</b>	<b>8.4%</b>	<b>1,219,970</b>	<b>8,624,614</b>	<b>7,430,989</b>	<b>14.1%</b>
<b>Capital Surplus/(Subsidy)</b>	<b>(427,847)</b>	<b>(5,124,364)</b>	<b>8.3%</b>	<b>(1,219,970)</b>	<b>(8,624,614)</b>	<b>(7,430,989)</b>	<b>14.1%</b>
<b>Restricted Fund Revenue:</b>							
Operating	138,148	278,200	49.7%	237,747	412,388	174,641	57.7%
Capital	90,673	3,744,784	2.4%	127,627	4,017,709	3,890,082	3.2%
<b>Total Restricted Fund Revenues</b>	<b>228,820</b>	<b>4,022,984</b>	<b>5.7%</b>	<b>365,374</b>	<b>4,430,097</b>	<b>4,064,723</b>	<b>8.2%</b>
<b>Restricted Fund Expenditures:</b>							
Operating	378,147	1,254,148	30.2%	219,987	1,176,929	956,942	18.7%
Capital	371,430	3,056,268	12.2%	2,837,731	4,581,401	1,743,670	61.9%
<b>Total Restricted Fund Expenditures</b>	<b>749,577</b>	<b>4,310,416</b>	<b>17.4%</b>	<b>3,057,718</b>	<b>5,758,330</b>	<b>2,700,612</b>	<b>53.1%</b>
<b>Restricted Fund Surplus/(Subsidy)</b>	<b>(520,757)</b>	<b>(287,432)</b>	<b>181.2%</b>	<b>(2,692,344)</b>	<b>(1,328,233)</b>	<b>1,364,111</b>	<b>202.7%</b>

Cleveland Metroparks  
Enterprise Operations  
5/31/2018

	2017 YTD Actual	2017 Annual Budget	2017 YTD % of Budget Used	2018 YTD Actual	2018 Annual Budget	2018 Remaining Budget	2018 YTD % of Budget Used
<b>Operating Revenues:</b>							
Concession Sales	676,842	4,551,010	14.9%	828,438	5,161,700	4,333,262	16.0%
Dock Rentals	688,715	665,000	103.6%	716,949	695,000	(21,949)	103.2%
Chalet Operations	181,030	454,068	39.9%	172,630	425,868	253,238	40.5%
Hayrides	1,025	23,625	4.3%	983	25,000	24,018	3.9%
Aquatics	37,411	206,375	18.1%	65,483	210,450	144,967	31.1%
Damages and Fines	1,060	2,240	47.3%	870	2,240	1,370	38.8%
<b>Total Revenues</b>	<b>1,586,083</b>	<b>5,902,318</b>	<b>26.9%</b>	<b>1,785,353</b>	<b>6,520,258</b>	<b>4,734,905</b>	<b>27.4%</b>
<b>Operating Expenditures:</b>							
Salaries and Benefits	740,560	3,107,096	23.8%	880,063	3,759,048	2,878,986	23.4%
Contractual Services	22,649	98,267	23.0%	14,590	85,852	71,262	17.0%
Operations	433,202	2,899,247	14.9%	493,756	3,057,852	2,564,096	16.1%
<b>Total Operating Expenditures</b>	<b>1,196,411</b>	<b>6,104,610</b>	<b>19.6%</b>	<b>1,388,409</b>	<b>6,902,753</b>	<b>5,514,343</b>	<b>20.1%</b>
<b>Operating Results - Surplus/(Subsidy)</b>	<b>389,673</b>	<b>(202,292)</b>	<b>292.6%</b>	<b>396,944</b>	<b>(382,495)</b>	<b>(779,439)</b>	<b>203.8%</b>

**Cleveland Metroparks  
Enterprise Operations by Location  
5/31/2018**

	Merwin's Wharf		Wallace Lake		Huntington Concessions		Edgewater Beach House	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	460,688	507,259	2,054	4,258	17,745	20,514	934	80,275
Operating Expenditures	525,301	563,843	2,968	5,017	6,841	12,046	8,280	61,814
Operating Surplus/(Subsidy)	<b>(64,613)</b>	<b>(56,584)</b>	<b>(914)</b>	<b>(759)</b>	<b>10,904</b>	<b>8,468</b>	<b>(7,346)</b>	<b>18,461</b>

	Mobile Concessions		Hinckley Lake Concessions		Edgewater Pier		East 55th Restaurant	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	-	-	2,982	419	19,662	13,285	31,289	63,000
Operating Expenditures	844	-	2,410	2,686	5,929	10,332	30,972	43,194
Operating Surplus/(Subsidy)	<b>(844)</b>	<b>-</b>	<b>572</b>	<b>(2,268)</b>	<b>13,733</b>	<b>2,953</b>	<b>317</b>	<b>19,805</b>

	East 55th Marina		Emerald Necklace Restaurant		Emerald Necklace Marina		Parking	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	567,838	592,498	23,580	32,548	155,246	169,734	84,267	62,468
Operating Expenditures	78,371	40,870	26,653	50,696	27,214	22,364	4,370	6,517
Operating Surplus/(Subsidy)	<b>489,468</b>	<b>551,629</b>	<b>(3,073)</b>	<b>(18,148)</b>	<b>128,031</b>	<b>147,370</b>	<b>79,897</b>	<b>55,951</b>

	Chalet		Ledge Lake		Enterprise Administration		Total	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	182,387	173,613	37,411	65,483	-	-	1,586,083	1,785,353
Operating Expenditures	157,844	177,706	10,718	12,829	307,694	378,496	1,196,411	1,388,409
Operating Surplus/(Subsidy)	<b>24,543</b>	<b>(4,093)</b>	<b>26,693</b>	<b>52,655</b>	<b>(307,694)</b>	<b>(378,496)</b>	<b>389,673</b>	<b>396,944</b>

Cleveland Metroparks  
 Nature Shops and Kiosk Operations  
 5/31/2018

	2017 YTD Actual	2017 Annual Budget	2017 YTD % of Budget Used	2018 YTD Actual	2018 Annual Budget	2018 Remaining Budget	2018 YTD % of Budget Used
<b>Operating Revenues:</b>							
Charges for Services	120,192	556,500	21.6%	102,896	655,000	552,104	15.7%
<b>Total Revenues</b>	<b>120,192</b>	<b>556,500</b>	<b>21.6%</b>	<b>102,896</b>	<b>655,000</b>	<b>552,104</b>	<b>15.7%</b>
<b>Operating Expenditures:</b>							
Salaries and Benefits	77,633	268,205	28.9%	78,653	336,097	257,444	23.4%
Contractual Services	2,028	15,112	13.4%	5,071	17,339	12,268	29.2%
Operations	67,804	250,360	27.1%	58,111	289,603	231,492	20.1%
<b>Total Operating Expenditures</b>	<b>147,465</b>	<b>533,677</b>	<b>27.6%</b>	<b>141,836</b>	<b>643,039</b>	<b>501,203</b>	<b>22.1%</b>
<b>Operating Results - Surplus/(Subsidy)</b>	<b>(27,273)</b>	<b>22,823</b>	<b>-219.5%</b>	<b>(38,940)</b>	<b>11,961</b>	<b>50,901</b>	<b>-425.5%</b>

**Cleveland Metroparks  
Kiosk/Nature Shop Operations by Location  
5/31/2018**

	North Chagrin		Rocky River		West Creek		Hinckley Lake Boat Shop	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	23,362	21,036	44,708	35,420	11,613	10,230	32,071	31,645
Operating Expenditures	12,228	12,206	27,921	30,928	8,325	6,848	41,308	51,659
<b>Operating Surplus/(Subsidy)</b>	<b>11,134</b>	<b>8,829</b>	<b>16,786</b>	<b>4,493</b>	<b>3,288</b>	<b>3,382</b>	<b>(9,237)</b>	<b>(20,015)</b>

	Nature Shop Mobile		Great Northern Kiosk		Southpark Kiosk		Retail Division/Admin	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	8,440	2,548	-	-	-	-	-	-
Operating Expenditures	425	746	1,927	1,862	1,669	-	53,663	36,212
<b>Operating Surplus/(Subsidy)</b>	<b>8,015</b>	<b>1,802</b>	<b>(1,927)</b>	<b>(1,862)</b>	<b>(1,669)</b>	<b>-</b>	<b>(53,663)</b>	<b>(36,212)</b>

	Nature Shop Edgewater		Total	
	2017	2018	2017	2018
Operating Revenues	-	2,018	120,192	102,896
Operating Expenditures	-	1,374	147,465	141,836
<b>Operating Surplus/(Subsidy)</b>	<b>-</b>	<b>644</b>	<b>(27,273)</b>	<b>(38,940)</b>

**CLEVELAND METROPARKS  
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES  
FOR THE MONTH ENDED MAY 31, 2018**

ACCOUNTS RECEIVABLE

RANGER/COURT FINES RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$3,636,857	\$92,257	\$74	\$320,657	\$4,049,846

<b>Total</b>
\$37,349

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
05/01/18	PNC Bank	Money Market (A)	30	0.15%	05/31/18	\$8,339	\$11,974,431
05/01/18	Fifth Third Securities	Money Market (B)	30	0.67%	05/31/18	\$3,502	\$2,908,221
Various	Fifth Third Securities	Certificates of Deposit (C)	30	Various	Various	\$493	\$1,750,000
05/01/18	STAR Ohio	State pool (D)	30	1.02%	05/31/18	\$18,627	\$11,752,239
05/01/18	STAR Plus	State pool (F)	30	0.65%	05/31/18	\$1,074	\$666,622

(A) Government Performance Money Market Account.

\$29,051,513

Investment balance ranged from \$16,966,092 to \$11,974,431 in May.

(B) Federated Government Money Market Account used to temporarily reinvest Brokered Certificate of Deposit interest payments.

Investment balance ranged from \$2,904,225 to \$2,908,221 in May.

(C) Brokered Certificates of Deposit.

Maturities range from 6/14/18 through 10/07/19 at rates from 0.90% to 1.30%.

(D) State Treasurer's Asset Reserve (STAR Ohio).

Investment balance ranged from \$11,733,612 to \$11,752,239 in May.

(F) State Treasurer's Asset Reserve Plus Account (STAR Plus)

Investment balance ranged from \$665,548 to \$666,622 in May.

## RESOLUTION RECOGNIZING THE RETIREMENT OF SEAN T. FLANIGAN

**WHEREAS**, *Sean T. Flanigan has served Cleveland Metroparks for 25 years; and,*

**WHEREAS**, *Sean T. Flanigan has devoted these years of service utilizing his knowledge, skills and abilities as a Deputy Ranger, Ranger, Senior Ranger, Sergeant, Lieutenant, and Captain; and,*

**WHEREAS**, *Sean T. Flanigan was assigned to protect and preserve lands and facilities, ensure visitor safety, and deter violators of park rules and laws of the State of Ohio; and,*

**WHEREAS**, *Sean T. Flanigan has provided service and law enforcement to the community through proactive, innovative and unbiased practices; and,*

**WHEREAS**, *Sean T. Flanigan has provided leadership, inspiration and work direction when he managed law enforcement staff and inspired them to develop their careers; and,*

**WHEREAS**, *Sean T. Flanigan has made valuable contributions during his career which included proposing and implementing a canine unit and served as Cleveland Metroparks first K-9 Officer, was a member of the Dive Team and Traffic Unit, a Field Training Officer, assisted with the efforts to attain the gold standards from the Commission on Accreditation for Law Enforcement Agencies (CALEA), and when he provided supervision of COBAN Automated Vehicle Locators which allowed dispatchers real-time viewing of vehicles; and,*

**WHEREAS**, *Sean T. Flanigan was certified as an Ohio Peace Officer Instructor which afforded him the opportunity to provide countless departmental training opportunities for staff and peers; and,*

**WHEREAS**, *Sean T. Flanigan has demonstrated a spirit of cooperation when he served as Vice President of the National Drug Enforcement Officer Association, Associate Commander and Instructor for Polaris Ranger/Police Academy, Task Force Officer for the Drug Enforcement Agency, member of Ohio Area Narcotic Regional Officers Association, including serving as a Board member, established working relationships with the Medina and Summit County Drug Task Forces, and when he oversaw and assisted with countless wildlife management projects and special event activities; and,*

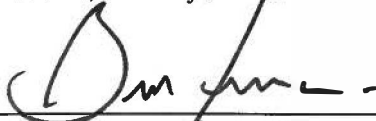
**WHEREAS**, *Sean T. Flanigan has served the Greater Cleveland Community and surrounding law enforcement agencies by participating in law enforcement and public safety efforts throughout Cleveland Metroparks and the surrounding communities; and,*

**WHEREAS**, *Sean T. Flanigan's professionalism, dedication and positive representation has been an asset to the Ranger Department as evidenced by his numerous letters of commendations and awards, namely the Felony Award, and the Outstanding Case of the Year award presented at the Ohio Attorney General Conference, and for his certifications from Police Executive Leadership College (PELC) and Certified Law Enforcement Executive (CLEE). Sean T. Flanigan's commitment and hard work have been appreciated by the Ranger Department and will not be forgotten.*

**NOW, THEREFORE, BE IT RESOLVED**, *that the Board of Park Commissioners of Cleveland Metroparks expresses its sincere appreciation to Sean T. Flanigan for his years of service and dedication in serving the citizens of Greater Cleveland.*



Dan T. Moore  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
JANET L. JAEGER**

**WHEREAS,** *Janet L. Jaeger has served Cleveland Metroparks for more than 13 years; and,*

**WHEREAS,** *Janet L. Jaeger has devoted these years of service utilizing her knowledge, skills and abilities as an Zoo Cashier, Zoo Receptionist, and Information Specialist; and,*

**WHEREAS,** *Janet L. Jaeger has used her knowledge and skills to provide friendly guest service experiences for zoo and nature center visitors, internal staff, and outside callers despite the numerous interruptions she encountered; and,*

**WHEREAS,** *Janet L. Jaeger has provided prompt, clear, concise and professional verbal and written information when communicating to zoo and park visitors; and,*

**WHEREAS,** *Janet L. Jaeger has exhibited perseverance, attention to detail, and organization skills with initiatives such as attendance data, revenue reports, and when caring for exhibit animals; and,*

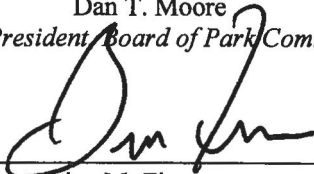
**WHEREAS,** *Janet L. Jaeger has demonstrated a spirit of cooperation when she assisted with scheduling, purchasing, banking, and volunteered to assist with training other support staff; and,*

**WHEREAS,** *Janet L. Jaeger has been a valued asset to Cleveland Metroparks. The products of her labor have been appreciated and will not be forgotten.*

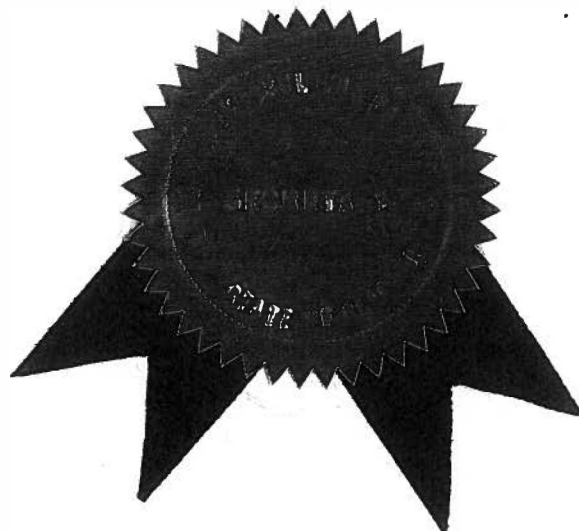
**NOW, THEREFORE, BE IT RESOLVED,** *that the Board of Park Commissioners of Cleveland Metroparks expresses its sincere appreciation to Janet L. Jaeger for her years of service and dedication in serving the citizens of Greater Cleveland.*



Dan T. Moore  
*President, Board of Park Commissioners*



Brian M. Zimmerman  
*Chief Executive Officer*





**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
ALLEN D. REINKE**

**WHEREAS,** *Allen D. Reinke has served Cleveland Metroparks for more than 32 years; and,*

**WHEREAS,** *Allen D. Reinke has devoted these years of service utilizing his knowledge, skills and abilities as a Handyperson, Senior Handyperson, Technician, Senior Technician, and Senior Technician – Lead; and,*

**WHEREAS,** *Allen D. Reinke has used his knowledge and skills to maintain and enhance parkways, all-purpose trails, buildings, picnic areas, restrooms, and ball fields, and;*

**WHEREAS,** *Allen D. Reinke has displayed a strong attention to detail when he performed maintenance tasks, reconstructed equipment, welding and steel fabrication, and heating, electrical and plumbing repairs; and,*

**WHEREAS,** *Allen D. Reinke has utilized his design, welding and fabrication skills on many improvements throughout the Park District such as when he rebuilt the steel platform at the top of the toboggan chutes, and when he and his co-workers designed and built the launch mechanism for the toboggan chute when the contractor was unsuccessful in achieving this request; and,*

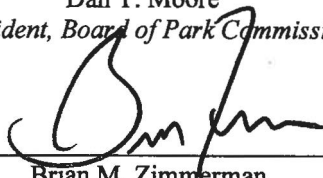
**WHEREAS,** *Allen D. Reinke exhibited leadership and a spirit of cooperation when he provided work direction to others and shared his expertise during his career, when he volunteered to assist with several Children's Fishing Derby's, and the Natural Resources division with wildlife management programs, and when he participated with the OPRA Conference & Trade Show; and,*

**WHEREAS,** *Allen D. Reinke's dedication has been a valued asset to the Department of Park Operations and Mill Stream Run Reservation. The products of his labor have been appreciated and will not be forgotten.*

**NOW, THEREFORE, BE IT RESOLVED,** *that the Board of Park Commissioners of Cleveland Metroparks expresses its sincere appreciation to Allen D. Reinke for his years of service and dedication in serving the citizens of Greater Cleveland.*



Dan T. Moore  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



**CLEVELAND METROPARKS**  
**Appropriations 2018 - Legend - Amendment #3**

**OPERATING**

**51 SALARIES**

- \$ 1,300 Increase of appropriations for seasonal intern position.  
Appropriation increase covered by reimbursement from Notre Dame.
- (450) Transfer of appropriations to Fringe Benefits to cover intern expenses.  
Net budget effect is zero.
- 8,000 Transfer of appropriations from Operations to cover additional expenses, permission obtained from grantor.  
Net budget effect is zero.
- (33,231) Transfer of appropriations to Contractual Services to cover an employee who is now a contractor.  
Net budget effect is zero.
- 10,000 Increase in appropriations due to new EAB grant money.  
Appropriation increase covered by grant.

**A** \$ (14,381) Total increase (decrease) to Fringe Benefits

**52 FRINGE BENEFITS**

- \$ 450 Transfer of appropriations from Salaries to cover intern expenses.  
Net budget effect is zero.
- (10,459) Transfer of appropriations to Contractual Services to cover an employee who is now a contractor.  
Net budget effect is zero.
- 1,545 Increase in appropriations due to new EAB grant money.  
Appropriation increase covered by grant.

**B** \$ (8,464) Total increase (decrease) to Fringe Benefits

**53 CONTRACTUAL SERVICES**

- \$ 1,350 Transfer of appropriations from Office Operations for window washing and carpets.  
Net budget effect is zero.
- 43,690 Transfer of appropriations from Salaries and Fringe Benefits to cover an employee who is now a contractor.  
Net budget effect is zero.
- 21,700 Increase in appropriations to cover additional expenses.  
Appropriation increase covered by additional funding received.
- 10,000 Increase in appropriations due to new EAB grant money.  
Appropriation increase covered by grant.

**C** \$ 76,740 Total increase (decrease) to Contractual Services

**54 OFFICE OPERATIONS**

- \$ (1,350) Transfer of appropriations to Contractual Services for window washing and carpets.  
Net budget effect is zero.
- (435) Transfer of appropriations to Capital Equipment for sailboat due to vendor change.  
Net budget effect is zero.
- (8,000) Transfer of appropriations to Salaries to cover additional expenses, permission obtained from grantor.  
Net budget effect is zero.
- 2,000 Increase in appropriations for slide digitization project.  
Appropriation increase covered by new restricted funds.

**CLEVELAND METROPARKS**

**Appropriations 2018 - Legend - Amendment #3**

1,125 Increase in appropriations for additional expenditures.  
Appropriation increase covered by Restricted Fund balance.

11,000 Increase in appropriations for animal feed pods.  
Appropriation increase covered by new restricted funds.

8,000 Increase in appropriations for program supplies.  
Appropriation increase covered by program fees.

20,000 Increase in appropriations due to new EAB grant money.  
Appropriation increase covered by grant.

**D** \$ 32,340 Total increase (decrease) to Office Operations

**\$ 100,616 TOTAL INCREASE (DECREASE) TO OPERATIONS**

**CAPITAL**

**572 CAPITAL MATERIALS**

\$ 28,025 Increase in appropriations for Brecksville Nature Center Auxiliary Building.  
Appropriation increase covered by donations.

20,000 Transfer of appropriations from Capital Materials for the Planning and Development renovations.  
Net budget effect is zero.

(55,000) Transfer of appropriations to Capital Contracts to cover actual expenses for Asian Highlands.  
Net budget effect is zero.

15,000 Increase in appropriations for improvements at North Chagrin Reservation.  
Appropriation increase covered by donations.

**E** \$ 8,025 Total increase (decrease) to Capital Materials

**573 CAPITAL CONTRACTS**

\$ 533,815 Increase in appropriations for Asian Highlands.  
Appropriation increase is covered by Restricted Fund Balance.

1,880,240 Increase in appropriations for Bonnie Park Restoration.  
Appropriation increase is covered by new WRRSP grant from OEPA.

49,500 Increase in appropriations for Forest Hill Park.  
Appropriation increase is covered by new McGregor Foundation grant.

10,000 Increase in appropriations for Coast Guard Station.  
Appropriation increase is covered by new grant money.

(20,000) Transfer of appropriations to Capital Materials for the Planning and Development renovations.  
Net budget effect is zero.

55,000 Transfer of appropriations to Capital Contracts to cover actual expenses for Asian Highlands.  
Appropriation increase is covered by new donation.

245,435 Increase in appropriations for Administration Building parking lot retrofit.  
Appropriation increase is covered by grant from NEORSD.

**F** \$ 2,753,990 Total increase (decrease) to Capital Contracts

**CLEVELAND METROPARKS**

**Appropriations 2018 - Legend - Amendment #3**

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**574 CAPITAL EQUIPMENT**

\$ 264,362 Increase of appropriations for new portable Ranger radios.  
Appropriation increase.

435 Transfer of appropriations from Operations to cover additional costs of sailboat due to vendor change.  
Net budget effect is zero.

16,382 Increase in appropriations for Port Security Grant.  
Appropriation increase is covered by Port Security Grant.

**G** \$ 281,179 Total increase (decrease) to Capital Equipment

**\$ 3,043,194** TOTAL INCREASE (DECREASE) TO CAPITAL

**\$ 3,129,429** GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT

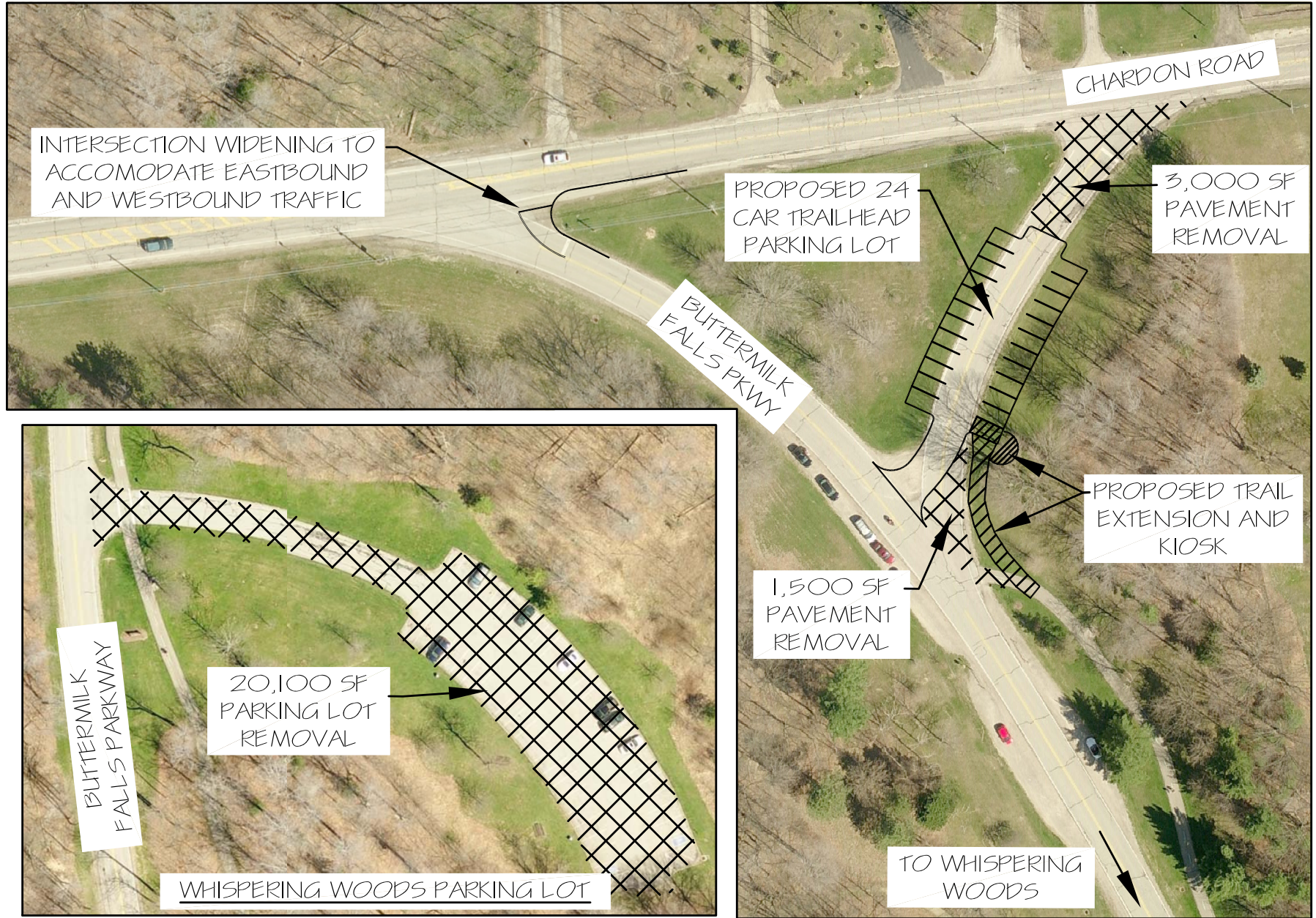


Big Creek Reservation

Thomas Property - Middleburg Heights











CLEVELAND METROPARKS

KIWANIS PICNIC AREA RENOVATIONS  
HINCKLEY RESERVATION

DESIGNED  
JGR  
DATE  
MAY.2018

0 25 50  
SCALE IN FEET  
1"=50'







CLEVELAND METROPARKS

DUNHAM PARK  
SHELTER AND TRAIL IMPROVEMENTS

DESIGNED  
JGR  
DATE  
MAY.2018

0 40 80  
SCALE IN FEET  
1"=80'





**Resolution of Authorization  
Chardon Road Trailhead**

**June 19, 2018**

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes, through the State of Ohio NatureWorks grant program, and

WHEREAS, Cleveland Metroparks owns and maintains public parkland in Lake County, Ohio as part of North Chagrin Reservation, and

WHEREAS, Cleveland Metroparks plans to construct a new trailhead at the intersection of Chardon Road and Buttermilk Falls Parkway, and

WHEREAS, Cleveland Metroparks desires financial assistance under the NatureWorks grant program,

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

That the Board of Park Commissioners of the Cleveland Metropolitan Park District approves filing this application for financial assistance.

That Brian M. Zimmerman is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.

That the Board of Park Commissioners of the Cleveland Metropolitan Park District does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms of the NatureWorks grant program.

\_\_\_\_\_  
Dan T. Moore, President  
Board of Park Commissioners

**CERTIFICATE OF RECORDING OFFICER**

I the undersigned, hereby certify that the foregoing is a true and correct copy of the resolution adopted by Cleveland Metroparks on the 19<sup>th</sup> day of June 2018, and that I am duly authorized to execute this certificate.

\_\_\_\_\_  
Brian M. Zimmerman  
Chief Executive Officer

**Resolution of Authorization  
Kiwanis Picnic Area Renovations**

**June 19, 2018**

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes, through the State of Ohio NatureWorks grant program, and

WHEREAS, Cleveland Metroparks owns and maintains public parkland in Medina County, Ohio as part of Hinckley Reservation, and

WHEREAS, Cleveland Metroparks plans to construct a replacement pavilion and new parking area at Kiwanis Picnic Area, and

WHEREAS, Cleveland Metroparks desires financial assistance under the NatureWorks grant program,

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

That the Board of Park Commissioners of the Cleveland Metropolitan Park District approves filing this application for financial assistance.

That Brian M. Zimmerman is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.

That the Board of Park Commissioners of the Cleveland Metropolitan Park District does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms of the NatureWorks grant program.

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Dan T. Moore, President  
Board of Park Commissioners

**CERTIFICATE OF RECORDING OFFICER**

I the undersigned, hereby certify that the foregoing is a true and correct copy of the resolution adopted by Cleveland Metroparks on the 19<sup>th</sup> day of June 2018, and that I am duly authorized to execute this certificate.

---

Brian M. Zimmerman  
Chief Executive Officer

**Resolution of Authorization  
Dunham Park Improvements**

**June 19, 2018**

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes, through the State of Ohio NatureWorks grant program, and

WHEREAS, Cleveland Metroparks manages and maintains public parkland in Cuyahoga County, Ohio as part of Bedford Reservation, and

WHEREAS, Cleveland Metroparks proposes to construct a replacement pavilion and playground and rehabilitate the existing restroom at Dunham Park in the City of Maple Heights, and

WHEREAS, Cleveland Metroparks desires financial assistance under the NatureWorks grant program,

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

That the Board of Park Commissioners of the Cleveland Metropolitan Park District approves filing this application for financial assistance.

That Brian M. Zimmerman is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.

That the Board of Park Commissioners of the Cleveland Metropolitan Park District does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms of the NatureWorks grant program.

\_\_\_\_\_  
Dan T. Moore, President  
Board of Park Commissioners

**CERTIFICATE OF RECORDING OFFICER**

I the undersigned, hereby certify that the foregoing is a true and correct copy of the resolution adopted by Cleveland Metroparks on the 19<sup>th</sup> day of June 2018, and that I am duly authorized to execute this certificate.

\_\_\_\_\_  
Brian M. Zimmerman  
Chief Executive Officer

**RESOLUTION NO. 18-06-075**

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.

**Checks** dated May 11, 2018 in the amount of \$2,070,243.72

**Checks** dated May 18, 2018 in the amount of \$994,230.59

**Checks** dated May 25, 2018 in the amount of \$1,017,853.58

**Checks** dated June 1, 2018 in the amount of \$1,158,629.77

**Checks** dated June 5, 2018 in the amount of \$40,847.50

**Checks** dated June 8, 2018 in the amount of \$1,105,427.01

**Net Payroll** dated April 15, 2018 to April 28, 2018 in the amount of \$1,205,955.63

**Withholding Taxes** in the amount of \$277,301.78

**Net Payroll** dated April 29, 2018 to May 12, 2018 in the amount of \$1,318,561.06

**Withholding Taxes** in the amount of \$293,292.98

**Bank Fees/ADP Fees** in the amount of \$27,316.25

**ACH Debits (First Energy; Sales Tax)** in the amount of \$96,943.96

**Visa/Travel Purchasing Card** dated May 6, 2018 to June 9, 2018 in the amount of \$552,811.30

**Total amount:** \$10,159,415.13

PASSED: June 19, 2018

Attest: \_\_\_\_\_

President of The Board of Park Commissioners

\_\_\_\_\_

Chief Executive Officer

**RECOMMENDED ACTION:**

That the Board of Park Commissioners approves **Resolution No. 18-06-075** listed above.