

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

**SEPTEMBER 27, 2017**

The Board of Park Commissioners met on this date, Wednesday, September 27, 2017, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

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

**APPROVAL OF MINUTES.**

**No. 17-09-136:** It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve the minutes from the Regular Meeting of September 27, 2017, 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, Karen Fegan, presented a Comparative Summary of Revenues & Expenditures 2017 vs. 2016 Year-To-Date, for the Month Ended August 31, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **84664** to **84665** and they were filed for audit.

**ACTION ITEMS.**

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

**June R. Alexander, Grounds Maintenance – Lakefront Reservation**

June R. Alexander has served Cleveland Metroparks for more than 16 years utilizing her knowledge, skills and abilities as a Zoo Service Maintenance, Handyperson, Service Worker, and Grounds Maintenance employee. She has used her knowledge, skills and abilities to maintain and enhance parkways, all-purpose trails, picnic areas, restrooms, ball fields, bridle trails, boat ramps, fishing areas, marinas, facilities, and small engine equipment, has assisted with numerous improvements and initiatives such as renovation projects at Euclid Creek to include plumbing and rehabilitation of the restroom facilities, installation of trail culverts and storm drains, revitalization of the entrance at Jackson Field in South Chagrin, and the transformation of the Lakefront. June was responsible for painting and staining countless picnic shelters, signs, tables, and grills, and was also responsible for snow-plowing parkways and parking lots. June also attended continuous learning opportunities, volunteered to participate in career days at local schools, served as a coach for the Park Pathways Intern Partnership (PIIP). June's dedication has been a valued asset to the Park District and the products of her labor have been appreciated and will not be forgotten.

**Edward J. Kuilder, Natural Resources Area Manager**

Edward ("Ed") J. Kuilder has served Cleveland Metroparks for more than 32 years utilizing his knowledge, skills and abilities as a Senior Handyperson in North Chagrin Reservation, a place of special meaning, and as a Natural Resources Area Manager with primary responsibilities for Bedford, Brecksville, and Hinckley reservations. Ed has been a key figure in program planning, launching, and success for prescribed fire, oak regeneration, white-tailed deer management, Gypsy moth control, meadow management - particularly Circle Emerald, native seed nursery, and right-of-way management. He has extensively participated in projects such as forest stand improvement, wetland management, sustainable trail development, native seed collection, wildlife monitoring, reforestation, and invasive species control to benefit the park's natural resources. Ed collaborated with other Park District staff to address issues related to park improvements, potential land acquisitions, no-mow enhancements, ditch maintenance, encroachments, flood damage, nuisance animals, and permit reviews to protect and improve natural resources. He has provided inspiration, instruction, and mentoring to colleagues, seasonal staff, and school groups, and has selflessly assisted them in developing their own careers, skills and knowledge of the natural resource management processes and techniques. Ed has demonstrated a spirit of cooperation when he served on the Position Evaluation Committee, Personnel Committee, Cuyahoga Valley National Park Trail Advisory Committee, and Master Plan work groups. He has maintained exceptional working relationships with other Park District staff, park guests, volunteer groups, First Energy, the Ohio Division of Wildlife, U.S. Fish and Wildlife Service, and numerous other outside agencies. Ed's professionalism, integrity, humor and dedication has been a valued asset to the Park District and the products of his labor have been appreciated and will not be forgotten.

**ACTION ITEMS (cont.)**

**No. 17-09-137:** It was moved by Vice President Moore, seconded by Vice President Berry and carried, to recognize June R. Alexander and Edward J. Kuilder for their years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolutions found on pages **84666** to **84667**.

Vote on the motion was as follows:

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

**INTERRUPTION IN BUSINESS FOR PRESENTATION OF THE “AUDITOR OF STATE AWARD WITH DISTINCTION”**

Michelle Stys, of the Auditor of State’s Office, personally presented Chief Financial Officer, Karen Fegan with the *Auditor of State Award with Distinction* on behalf of Auditor Dave Yost for the year ended December 31, 2016. Such award is presented only to entities that meet all of the following criteria:

- Timely filing of a CAFR (Comprehensive Annual Financial Report) with the Auditor of State’s Office;
- The annual audit does not contain any findings for recovery, material citations, material weaknesses, Single Audit findings or questioned costs;
- The annual audit did not contain any management comments related to ethics referrals, reconciliations, public meetings or public records; and
- No other financial or other concerns exist.

**ACTION ITEMS RESUMED**

(b) ***Appointment of Chief Financial Officer/Treasurer***  
(*Originating Source: Board of Park Commissioners*)

Pursuant to Article 1, Section 3 (a) of the By-Laws of the Board of Park Commissioners of the Cleveland Metropolitan Park District (the “Board”), and in accordance with Section 1545.07 of the Ohio Revised Code, a Chief Financial Officer (CFO) shall be chosen to serve as custodian of their funds and to serve as their fiscal officer. The Board, therefore, has chosen Bill Chorba to serve in that capacity, effective September 27, 2017.

**No. 17-09-138:** It was moved by Vice President Moore, seconded by Vice President Berry and carried, to appoint Bill Chorba as Chief Financial Officer/Treasurer for Cleveland Metroparks, effective September 27, 2017.

Vote on the motion was as follows:

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

**ACTION ITEMS (cont.)**

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

According to Article 1, Section 3 (c) of their By-Laws, adopted by Resolution No. 16-01-004 on January 7, 2016, 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 recommended that the Board approve the following new designees in the CFO's absence.

It is recommended that, effective September 27, 2017, the Board 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 (Karen Fegan)
2. Accounting Manager (Chlondra Hunter)
3. Compliance Manager (Dana Skully)

**No. 17-09-139:** It was moved by Vice President Moore, seconded by Vice President Berry and carried, that, effective September 27, 2017, the Board of Park Commissioners designate the Controller (Karen Fegan) to assume the duties of the Chief Financial Officer (CFO) in the absence of the CFO; further, if both the Controller and the CFO are absent, that the Accounting Manager (Chlondra Hunter) assume the duties of the CFO; and further, should the CFO, the Controller and the Accounting Manager all be absent, that the Compliance Manager (Dana Skully), shall assume the duties of the CFO, which designation shall continue until further action by the Board to the contrary.

Vote on the motion was as follows:

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

**ACTION ITEMS (cont.)****(d) *Agreement Ratification of Fraternal Order of Police, Ohio Labor Council (Deputy Rangers)***

*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Harold G. Harrison, Chief Human Resources Officer)*

An agreement has been negotiated with Fraternal Order of Police, Ohio Labor Council, for seven (7) Deputy Rangers (part-time), for the three-year period from January 1, 2017 through December 31, 2019. A Fraternal Order of Police, Ohio Labor Council, ratification meeting was held Thursday, September 14, 2017, with the membership ratifying the agreement.

The agreement includes wage adjustments for all Deputy Rangers as follows:

1<sup>st</sup> Year – 2.75 %  
 2<sup>nd</sup> Year – 2.50 %  
 3<sup>rd</sup> Year – 2.25 %

**No. 17-09-140:** It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to execute a labor relations agreement, in a form approved by the Chief Legal and Ethics Officer and Chief Human Resources Officer, with Fraternal Order of Police, Ohio Labor Council, for the three-year period from January 1, 2017 through December 31, 2019.

Vote on the motion was as follows:

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

**(e) *West Creek Reservation: Third Lease Amendment from City of Parma and West Creek Conservancy (±38.1 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)*

**Background**

In March 2006 West Creek Reservation was created through long-term 99-year renewable leases and various assignments of conservation easements with the City of Parma (Parma) and West Creek Preservation Committee, now West Creek Conservancy (WCC), for a total of ±279 acres of land. Later in February 2009 Cleveland Metroparks, Parma, and WCC amended the original leases to include an additional ±45 acres of adjoining land. Most recently, in December 2016 Cleveland Metroparks entered into second lease amendments with WCC and Parma to preserve an additional ±12 acres of land in the southern portion of West Creek Reservation, creating a connection southward to Coventry Drive. Over the past eleven years West Creek Reservation has expanded and currently consists of ±338 acres.

**ACTION ITEMS (cont.)**

In its on-going efforts to preserve the riparian corridor of West Creek and provide greenspace to the surrounding communities, WCC has continued to acquire properties along the West Creek Greenway. The West Creek Greenway will create a regional trail network and provide connections to the densely populated communities surrounding West Creek Reservation. WCC, in partnership with Parma, has acquired numerous strategic parcels in an effort to extend the West Creek Greenway southward to Pleasant Valley Road and eastward to Broadview Road. As envisioned with the original 2006 leases, additional land interest acquired along this corridor would be incorporated into West Creek Reservation by way of amendments to the original leases.

**Proposed Additional Land (±38.1 acres)**

Parma (±19.9 acres) and WCC (±18.2 acres) have agreed to donate, by lease of the fee interest or assignment of a conservation easement, a total of ±38.1 acres of land, collectively to become part of the West Creek Reservation (reference map, page **84668**) by way of lease amendments to the original leases. Cleveland Metroparks will pay all the associated closing costs necessary to record the amendments, as well as \$161,500.00 to reimburse WCC for costs associated with acquiring the above-described land interests, to be paid upon the recordation of the lease amendment.

As required by Ohio Revised Code 1545.11, Judge Anthony J. Russo approved the donation of land interest prior to the Board's approval.

**No. 17-09-141:** It was moved by Vice President Moore, seconded by Vice President Berry and carried, to accept the donation of land interests and assignment of a conservation easement interest as described above from the City of Parma and West Creek Conservancy by way of amendments to the original leases, with costs of due diligence, closing, and other transaction costs to be paid by Cleveland Metroparks in addition to \$161,550 to be paid to West Creek Conservancy for reimbursement for costs of acquiring the above-described land interests, subject to the approval of the environmental assessment reports, 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 other 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.

**ACTION ITEMS (cont.)**

- (f) ***Bedford and South Chagrin Reservations: Authorization of Grant Application Submittal and Funding Match Commitment for the Richmond Road All Purpose Trail Connector Project to the Transportation for Livable Communities (TLCI) Implementation Grant Program from the Northeast Ohio Areawide Coordinating Agency (NOACA)***  
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Sara Byrnes Maier, Senior Strategic Park Planner)*

**Background**

Cleveland Metroparks proposes to submit a grant application to NOACA for the Transportation for Livable Communities Initiative (TLCI) Implementation Grant Program to fund construction of an all purpose trail connector between the eastern end of Bedford Reservation and the western end of South Chagrin Reservation, within the right of way for Richmond Road in the Village of Glenwillow. Currently, bicyclists and pedestrians must utilize the roadway shoulder for much of this ±0.25 distance, except for a short stretch where there are bicycle lanes on the bridge over Tinkers Creek, (see map on page **84669**). This trail connection was recommended in the 2015 South Chagrin Reservation Master Plan Update, 2016 Bedford Reservation Master Plan Update, and is consistent with *Cleveland Metroparks 2020: The Emerald Necklace Centennial Plan*.

Further, the trail project is being coordinated with a roadway project for which the Villages of Glenwillow and Oakwood are seeking Ohio Public Works Commission funding this October to improve this segment of Richmond Road by adjusting the profile of the roadway to eliminate the hump over the Norfolk Southern/Cleveland Commercial Railroad Lines and dip along the roadway south of the eastern leg of Hawthorn Parkway, add portions of curbing and drainage improvements, and to adjust the striping of the roadway to allow for the trail to pass over the existing bridge while maintaining a 5-6' separation. The villages have also coordinated with the Ohio Rail Development Corporation, the Public Utilities Commission of Ohio, and the railroad to improve the rail crossing with a new surface, improved drainage, and updated gates and flashers.

The estimated cost for this trail connector is \$175,000.00. Cleveland Metroparks will commit matching funds of up to \$10,000.00 (±5.7%) for the project.

TLCI Implementation Grant	\$165,000.00
<u>Cleveland Metroparks Matching Funds</u>	<u>\$10,000.00</u>
Total Project Cost	\$175,000.00

**ACTION ITEMS (cont.)**

**No. 17-09-142:** It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize and agree to submit an application to NOACA for the Transportation for Livable Communities Initiative Implementation Grant Program for funding assistance for the above-described project in the amount of \$165,000.00; upon grant award notification, to authorize and agree to obligate matching funds of up to \$10,000.00, in the approved program year, to satisfactorily complete said 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 an agreement and execute any other documents as may be required to accept the grant award; form of document(s) to be approved by Chief Legal and Ethics Officer; and finally, that the Board authorize a resolution as referenced on page **84670**.

Vote on the motion was as follows:

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



**AWARD OF BIDS:****No. 17-09-143:**

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

- (a) **Bid #6297: 2017 Tree Removal Program** (see page **84653**);
- (b) **Ohio Co-Op ORC 125.04 #6302: Four (4) New Reelmaster 5410-D Tier 4-Compliant Diesel Engine with Factory Installed ROPS Fairway Mower for Cleveland Metroparks Golf Courses** (see page **84654**);
- (c) **Ohio Co-Op #6305: New 60G Compact Excavator for Cleveland Metroparks Zoo Facilities Operations** (see page **84655**); and
- (d) **Commodities Usage Report:**
  - **Sole Source #6257: 2017 Ice Cream for Various Locations** (see page **84656**).

Vote on the motion was as follows:

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

Nays: None.

**AWARD OF BIDS (cont.)**

**BID #6297 SUMMARY:**     **2017 TREE REMOVAL PROGRAM**  
*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jim Rodstrom, Director of Construction)*

**Background**

Cleveland Metroparks is in its ninth year of the invasion of Emerald Ash Borer (EAB) (*Agilus planipennis*) with the first significant infestation noted in 2008 along Big Creek Parkway. This contract will focus on the removal of approximately 89 hazardous trees along various roadways, parking lots, and sections of paved all purpose trail in Bedford, Big Creek, Brecksville and Rocky River Reservations, with the large majority of the trees identified for removal being ash trees currently infested with the insect known as EAB.

Bids were received on September 20, 2017 and are tabulated below:

<b><u>Bidder Name</u></b>	<b><u>Total Tree Removal Cost</u></b>
<b>VanCuren Services, Inc.</b>	<b>\$87,630.00</b>
<b>Engineer’s Estimate</b>	<b>\$100,000.00</b>

2017 Budget Code: 4015001-573002-PA11001

Staff recommends awarding the bid to **VanCuren Services, Inc.** VanCuren Services, Inc. has successfully completed similar projects for Cleveland Metroparks in the past including the Emerald Ash Borer Tree Removals in 2011, the Rocky River APT Tree Removals in 2015, the Valley Parkway Connector Trail Tree Clearing in 2016, and the 2016 Tree Removal program. They have been in business for 31 years and specialize in large scale tree removal contracts for private and public entities across the state of Ohio.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a contract with **VanCuren Services, Inc.** as the lowest and best bidder for **BID #6297, 2017 Tree Removal Program** for a **total, lump sum amount of \$87,630.00.** Form of contract to be approved by the Chief Legal and Ethics Officer.

**(See Approval of this Item by Resolution No. 17-09-143 on Page 84652)**

**AWARD OF BIDS (cont.)**

**OHIO CO-OP ORC 125.04 #6302 SUMMARY: Four (4) New Reelmaster 5410-D Tier 4-Compliant Diesel engine with factory installed ROPS Fairway Mowers for Cleveland Metroparks Golf Courses**

<b>DESCRIPTION</b>	Reelmaster 5410-D diesel greens mower complete with 36.8 hp tier 4-compliant diesel engine with factory installed ROPS, 22 inch (five (5) inch diameter) with 11 blade forward swept reel, five (5) inch weight for CU's with no attachments, rear roller scraper kit (22 inch), cross tracks all-wheel drive kit, Wiehle roller scraper includes two (2) year comprehensive warranty and an additional one (1) warranty on the drive train.
<b>DESIGNATION</b>	Two (2) for Big Met GC (4031103-574006 - \$100,001.31)  Two (2) for Shawnee Hills GC (4031106 -574006 - \$100,001.31)
<b>UNIT(S) REPLACED including year, mileage and condition</b>	2 mowers (1998 Reelmaster 6500-D with 5,744 and 4,643 hours)  All existing units are in poor condition
<b>UNIT TOTAL</b>	\$50,000.66 each
<b>TOTAL ORDER (x10)</b>	<b>\$200,002.62</b>

The replaced units will go to on-line auction or replace units of lesser value that will go to on-line auction.

**RECOMMENDED ACTION:**

That the Board approve the purchase of two (2) New Reelmaster 5410-D Greens Mowers, equipped as specified in the above summary, from **Century Equipment for a total cost of \$200,002.62** in full utilization of the Ohio Cooperative Purchasing Program, Contract Number 800261; equivalency affidavit ORC 125.04.

**(See Approval of this Item by Resolution No. 17-09-143 on Page 84652)**

**AWARD OF BIDS (cont.)**

**OHIO CO-OP #6305 SUMMARY: NEW 60G COMPACT EXCAVATOR FOR CLEVELAND METROPARKS ZOO FACILITIES OPERATIONS**

<b>Designation</b>	<b>Zoo Facilities Operations (4017503-574005)</b>
<b><u>Equipment Type</u></b>	<b><u>Description</u></b>
Compact Excavator	60G Compact Excavator with 16-inch rubber track with a 4 ft. 11inch standard arm, angle blade, WB 18” (4.50 cu ft.) and WB 24” (6.30 cu ft.) heavy duty bucket, WB 48” ditching bucket w/bolt-on edge-8.50, hydraulic D-lock pin-grabber coupler, 2-tined hydraulic mail-pin mount thump and coupler/thump installation.
Warranty	Two (2) year/2,000 hour PT and hydraulic warranty
<b>Total Cost</b>	<b>\$74,951.67</b>

Cleveland Metroparks Zoo Facilities Operations recommend the purchase of the compact excavator to help increase the department’s efficiency and versatility by allowing staff to accomplish more complex projects in a timely manner while reducing the need for assistance from Operation Department Site Construction and/or outside contractors.

**RECOMMENDED ACTION:**

That the Board approve the purchase of a **New 60G Compact Excavator for Zoo Facilities Operations**, equipped as specified in OHIO CO-OP #6305 summary, from **Murphy Tractor & Equipment**, for a total cost of **\$74,951.67**, in full utilization of the State of Ohio Contract Number 800528.

**(See Approval of this Item by Resolution No. 17-09-143 on Page 84652)**

**AWARD OF BIDS (cont.)**

**COMMODITIES USAGE REPORT** - “In the event the original estimate exceeds 90% consumption, an action item will be presented to the Board.”

**SOLE SOURCE/PROPRIETARY #6257 SUMMARY:**

**ICE CREAM TO BE DISPENSED AT CLEVELAND METROPARKS LOCATIONS THROUGHOUT 2017**

ORIGINAL ESTIMATE \$175,000

(90% = \$157,500)

The estimated encumbrance was based upon a one (1) year spend of premium quality, hand scooped ice cream from *Honey Hut Ice Cream* which was resold at various locations throughout the Park District but not limited to; *Eats and Treats, The Pier at Edgewater Beach, Quarry Rock Cafe at Wallace Lake, Hinckley Spillway and Huntington Beach* throughout 2017. The quantity consumed surpassed the estimates which ultimately increased the overall usage. The requested commodity adjustment pays current invoices and anticipates remaining orders through December 31, 2017.

ORIGINAL AWARD (March 16, 2017)	\$175,000.00
Additional Consumption/Final “Close-out” Estimate	<u>50,000.00</u>
<b>REVISED TOTAL AWARD:</b>	<b>\$225,000.00</b>

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to amend Resolution No. 17-03-045 to accommodate usage in excess of the original estimate as follows:

**No. 17-03-045:** It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the proprietary purchase of hand scooped ice cream for dispensing at various Cleveland Metroparks locations from Honey Hut Ice Cream throughout 2017 for a total cost not to exceed ~~\$175,000~~ \$225,000.00.

Vote on the motion was as follows:

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

**(See Approval of this Item by Resolution No. 17-09-143 on Page 84652)**

**SERVICES (\$10,000 - \$50,000) ACQUIRED**  
**SINCE LAST BOARD MEETING (Presented 09/28/17)**

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>
Blankets for resale at Golf Pro-Shops and Mall Kiosks.	<b>717 Ink Screen Printing</b>	<b>\$18,211.68</b>	<b>(3)</b>
NEO-Cycle contract terms 2017.	<b>Greater Cleveland Sports Commission</b>	<b>\$12,500.00</b>	<b>(3)</b>
Coast Guard boat house painting.	<b>Thomarios</b>	<b>\$25,525.00</b>	<b>(7)</b>
New 2017 F350 pick-up truck assigned to the Golf Division.	<b>Middletown Ford</b>	<b>\$46,471.67</b>	<b>(2)</b>
Additional perimeter / security fence around zoo.	<b>Great Lakes Fence</b>	<b>\$25,812.00</b>	<b>(7)</b>
New boiler for lower greenhouse at the zoo.	<b>Famous Supply</b>	<b>\$12,389.17</b>	<b>(7)</b>
Symantec Technical support (renewal) for Symantec Pro PN.	<b>CDW Government, Inc.</b>	<b>\$11,597.75</b>	<b>(7)</b>
Additional funds needed to accommodate unanticipated assessments and projects in 2017.	<b>P R A D C O</b>	<b>\$35,520.00</b> <b><u>13,500.00</u></b> <b>\$49,020.00</b>	<b>(7)</b>
Bulk order of plant material for various tree planting projects throughout the Fall season.	<b>Woody Warehouse Nursery</b>	<b>\$12,114.16</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>
Door replacements at Brooklyn Exchange, Hinckley Boathouse and Ledge restrooms.	<b>Doors and Hardware, Inc.</b>	<b>\$10,035.00</b>	<b>(7)</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 (09/28/17)**

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>
<p><b><u>Acacia Pond Improvements</u></b>  <b>\$193,000.00</b></p> <p><u>Revised Contract Amount:</u>                      Change order #1                      Added \$27,775.00</p> <p><u>Revised Contract Amount:</u>                      Change order #2                      Deduct (\$23,000.00)</p> <p><b>Total revised to \$197,775.00</b></p>	<p>Deducts for non-perform of shrub and tree plantings.</p>	<p>C. Crump, Inc.</p>	<p>Change Order No.2</p>



**APPROVAL OF VOUCHERS AND PAYROLL.**

**No. 17-09-135:** It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages **84671** to **84800**.

Vote on the motion was as follows:

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

Nays: None.

**PUBLIC COMMENTS.**

Ms. Marty Leshner of Olmsted Township read from a prepared statement. Ms. Leshner's 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)

**Stephanie M. Fields, Internal Communications Coordinator**

Stephanie Fields began her career with Cleveland Metroparks in October of 2016. Since joining the Marketing Team, she has hit the ground running as she has proven to be a very energetic and fast learner. She brought to her position a wealth of experience in the marketing field. Stephanie spent approximately one year working as a production assistant for WOSU Public Media where she assisted the Executive Producer of "Broad & High" on both field and studio productions. After performing administrative duties for a short while, she was promoted to writing scripts, researching story leads, pitching show ideas, and editing video segments that gained over 1,200 YouTube views. Stephanie also worked as a Marketing Assistant for Emerson Network Power working with their Latin American team and providing 75 principal sales offices with marketing strategies such as e-blasts, location booking, and outbound calling. Within three months of working for Emerson, she was promoted to assist their internal communications team with blog post writing and copywriting, as well as video editing. In addition, Stephanie worked for AKHIA Public Relations where she was a Content Developer and Marketing Assistant, being quickly promoted to manage their internal newsletter "Word Has It", as well as develop and write content for their blog, *The Microbrew*. After graduating from The Ohio State University, Stephanie pursued her community service passion and dedicated a year of service to an Americorps program, Ohio Reading Corps.

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)****b. *Scranton Flats Habitat Restoration***

*(Originating Sources: Terry Robison, PhD, Director of Natural Resources/Jennifer Grieser, Senior Natural Resource Manager – Urban Watersheds)*

In 2014, a 2/3-mile stretch of the Ohio and Erie Canal Towpath Trail opened in the City of Cleveland adjacent to Scranton Road and the Cuyahoga River. In addition to construction of the paved trail, the project also involved installation of greenspace around the trail and habitat restoration along and in the river. Habitat improvements were designed to increase fish spawning habitat, increase tree canopy cover, and provide additional native habitat for bird and insect species. Unfortunately, the in-water vegetation did not survive and the floating booms that were installed as part of the project failed. As a result, Cleveland Metroparks pursued and received funding from Ohio and Erie Canalway's Strategic Initiative Program to pilot different in-water planting methods to improve fish and wildlife habitat and continue to explore alternative boom types, all while involving diverse volunteer groups in these efforts. The Cleveland Institute of Art and Port of Cleveland both contributed in-kind match towards this project in addition to the Park District's investment of funds and staff time.

**c. *Securing a Future for Wildlife: Transferring Knowledge and Expertise to Conservation Programs in Rwanda***

*(Originating Source: Sean McDermott, Chief Planning and Design Officer; Christopher Kuhar, Zoo Executive Director)*

In many developing countries, access to knowledge and skills is a key factor influencing conservation decisions. As such, capacity building in habitat countries is a key component to many conservation programs, particularly the field conservation programs that have been developed at Cleveland Metroparks Zoo. In the aftermath of the 1994 genocide that swept through Rwanda, one of the last pieces to recover has been a scientifically trained workforce. Given the precious natural resources in Rwanda, conservation groups and the Rwandan government have sought partnerships to create this workforce. Over the past five years, Cleveland Metroparks has partnered with Cleveland Zoological Society to fund the training and development of students in scientific and professional skill sets, including behavior and education research and GIS mapping and data usage, as part of our evolving gorilla conservation program. These skills are helping to build the next generation of conservation professionals in Rwanda and advancing the conservation work of Dian Fossey Gorilla Fund International and Cleveland Metroparks Zoo.

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

- d. *Labor of Love - the Life and Times of Harriet Keeler*  
(Originating Source: Joseph V. Roszak, Chief Operating Officer/Wendy Weirich,  
Director of Outdoor Experiences)

Meet the woman behind the Harriet Keeler Memorial in Brecksville Reservation. She was a dedicated educator, a community leader, author, and an avid nature explorer. Her work set the stage for future generations of female naturalists and put the wonders of the natural world at our fingertips. Historical Interpreter Jen Graham will take a closer look at this local hero.

**ADDITIONAL PUBLIC COMMENT(S).**

Ms. Penny Passalacqua of the Ohio Horsemen's Council also addressed the Board. Ms. Passalacqua's 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>.

**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 **84652** through **84656**; \$10,000 to \$50,000 purchased items/services report, pages **84657** through **84658**; and construction change orders, page **84659**.

**DATE OF NEXT MEETING.**

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, October 19, 2017, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

**ADJOURNMENT TO EXECUTIVE SESSION.**

**No. 17-09-144:** At 9:28 a.m., upon motion by Vice President Moore, seconded by Vice President Berry and carried, the meeting adjourned to an Executive Session for the purpose of discussing a Personnel Matter (Employment) and the Acquisition/Purchase of Real Property, as stated by Chief Legal and Ethics Officer, Rose Fini.

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. 17-09-145:** There being no further matters to come before the Board, upon motion by Vice President Berry, seconded by President Rinker, and carried, President Rinker adjourned the meeting at 10:12 a.m.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.  
Nays: None.

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President.

Attest:

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Secretary.

**CLEVELAND METROPARKS  
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES  
FOR THE MONTH ENDED AUGUST 31, 2017**

ACCOUNTS RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$1,193,293	\$76,269	\$359,750	\$553,354	\$2,182,666

RANGER/COURT FINES RECEIVABLE

Total
\$39,159

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
07/31/17	PNC Bank	Money Market (A)	31	0.25%	08/31/17	\$4,641	\$29,926,002
07/31/17	Fifth Third Securities	Money Market (B)	31	0.88%	08/31/17	\$434	\$606,400
Various	Fifth Third Securities	Certificates of Deposit (C)	31	Various	Various	\$955	\$4,000,000
07/31/17	STAR Ohio	State pool (D)	31	1.19%	08/31/17	\$7,941	\$8,612,213
07/31/17	STAR Plus	State pool (F)	31	0.87%	08/31/17	\$952	\$660,049

(A) Government Performance Money Market Account.

Investment balance ranged from \$13,921,362 to \$29,926,002 in August.

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

Investment balance varied between \$605,011 to \$606,400 in August.

(C) Brokered Certificates of Deposit.

Maturities range from 09/05/17 through 10/07/19 at rates from 0.65% to 1.40%.

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

Investment balance ranged from \$7,104,272 to \$8,612,213 in August.

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

Investment balance ranged from \$2,159,097 to \$660,049 in August.

**CLEVELAND METROPARKS**  
**Comparative Summary of Revenues and Expenditures**  
**August 2017**

	<b>2017 Annual Budget</b>	<b>2017 Prorated Budget</b>	<b>2017 Y-T-D Actual</b>	<b>Y-T-D Actual Compared to Prorated Budget</b>
<b>Revenues:</b>				
Property Tax	\$ 74,225,000	\$ 71,143,938	\$ 70,625,970	\$ (517,968)
Local Governmental, Donations, Gifts & Grants	23,114,683	16,979,085	5,836,840	(11,142,245)
Interest Income	225,000	144,043	139,846	(4,197)
Charges for Services	26,675,411	20,120,371	21,600,920	1,480,549
Damages & Fines	140,192	93,461	56,309	(37,152)
Self Funded	9,761,000	6,887,033	5,039,758	(1,847,275)
<b>Total Revenues</b>	<b>134,141,286</b>	<b>115,367,931</b>	<b>103,299,643</b>	<b>(12,068,288)</b>
<b>Expenditures:</b>				
<b>Operating:</b>				
Salaries & Fringe Benefits	65,509,163	43,410,070	43,087,974	322,096
Contractual Services	3,842,439	2,597,737	2,115,038	482,699
Self-Funded	10,113,146	7,193,956	5,210,783	1,983,173
Operations	25,571,654	17,710,950	14,282,277	3,428,673
<b>Total Operating Expenditures</b>	<b>105,036,402</b>	<b>70,912,714</b>	<b>64,696,072</b>	<b>6,216,642</b>
<b>Operating Results</b>	<b>\$ 29,104,884</b>	<b>\$ 44,455,217</b>	<b>\$ 38,603,571</b>	<b>\$ (5,851,646)</b>
<b>Capital:</b>				
Capital Material	6,677,900	4,314,966	2,288,841	2,026,125
Capital Contracts	36,534,969	19,695,833	11,023,205	8,672,628
Capital Equipment	2,833,904	2,013,447	1,440,128	573,319
Animal Acquisition	88,467	67,479.45	28,888	38,591
Land Acquisition	1,470,543	1,046,066	702,917	343,149
<b>Total Capital Expenditures</b>	<b>\$ 47,605,783</b>	<b>\$ 27,137,792</b>	<b>\$ 15,483,979</b>	<b>\$ 11,653,813</b>

**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
JUNE R. ALEXANDER**

**WHEREAS,** *June R. Alexander has served Cleveland Metroparks for more than 16 years; and,*

**WHEREAS,** *June R. Alexander has devoted these years of service utilizing her knowledge, skills and abilities as a Zoo Service Maintenance, Handy person, Service Worker, and Grounds Maintenance employee; and,*

**WHEREAS,** *June R. Alexander has used her knowledge, skills and abilities to maintain and enhance parkways, all-purpose trails, picnic areas, restrooms, ballfields, bridle trails, boat ramps, fishing areas, marinas, facilities, and small engine equipment; and,*

**WHEREAS,** *June R. Alexander has assisted with numerous improvements and initiatives such as renovation projects at Euclid Creek to include plumbing and rehabilitation of the restroom facilities, installation of trail culverts and storm drains, revitalization of the entrance at Jackson Field in South Chagrin, and the transformation of the Lakefront; and,*

**WHEREAS,** *June R. Alexander utilized her attention to detail when she was responsible for painting and staining countless picnic shelters, signs, tables, and grills, and was also responsible for snow-plowing parkways and parking lots; and,*

**WHEREAS,** *June R. Alexander has demonstrated a spirit of cooperation and teamwork when she attended continuous learning opportunities, volunteered to participate in career days at local schools, served as a coach for the Park Pathways Intern Partnership (PPIP), and as evidenced by her positive rapport with park visitors during her daily interactions with them; and,*

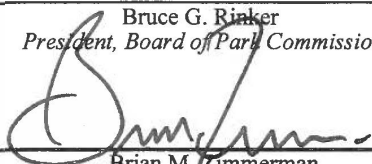
**WHEREAS,** *June R. Alexander has served Cleveland Metroparks through her dedication and commitment to Cleveland Metroparks and its park visitors; and,*

**WHEREAS,** *June R. Alexander's dedication has been a valued asset to the Park District. 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 June R. Alexander for her years of service and dedication in serving the citizens of Greater Cleveland.*



Bruce G. Rinker  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
EDWARD J. KUILDER**

*WHEREAS, Edward J Kuilder has served Cleveland Metroparks for more than 32 years; and,*

*WHEREAS, Edward J Kuilder has devoted these years of service utilizing his knowledge, skills and abilities as a Senior Handyperson in North Chagrin Reservation, a place of special meaning, and as a Natural Resources Area Manager with primary responsibilities for Bedford, Brecksville, and Hinckley reservations; and,*

*WHEREAS, Edward J Kuilder has been a key figure in program planning, launching, and success for prescribed fire, oak regeneration, white-tailed deer management, Gypsy moth control, meadow management- particularly Circle Emerald, native seed nursery, and right-of-way management; and,*

*WHEREAS, Edward J Kuilder has extensively participated in projects such as forest stand improvement, wetland management, sustainable trail development, native seed collection, wildlife monitoring, reforestation, and invasive species control to benefit the park's natural resources; and,*

*WHEREAS, Edward J Kuilder has collaborated with other Park District staff to address issues related to park improvements, potential land acquisitions, no-mow enhancements, ditch maintenance, encroachments, flood damage, nuisance animals, and permit reviews to protect and improve natural resources; and,*


*WHEREAS, Edward J Kuilder has provided inspiration, instruction, and mentoring to colleagues, seasonal staff, and school groups, and has selflessly assisted them in developing their own careers, skills and knowledge of the natural resource management processes and techniques; and,*

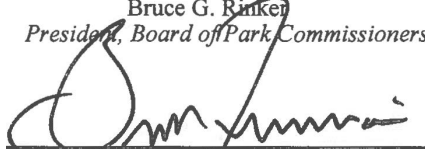
*WHEREAS, Edward J Kuilder has demonstrated a spirit of cooperation when he served on the Position Evaluation Committee, Personnel Committee, Cuyahoga Valley National Park Trail Advisory Committee, and Master Plan work groups; and,*

*WHEREAS, Edward J Kuilder has maintained exceptional working relationships with other Park District staff, park guests, volunteer groups, First Energy, the Ohio Division of Wildlife, US Fish and Wildlife Service, and numerous other outside agencies; and,*

*WHEREAS, Edward J Kuilder professionalism, integrity, humor and dedication has been a valued asset to the Park District. 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 Edward J Kuilder for his years of service and dedication in serving the citizens of Greater Cleveland.*

  
 \_\_\_\_\_  
 Bruce G. Rinker  
 President, Board of Park Commissioners

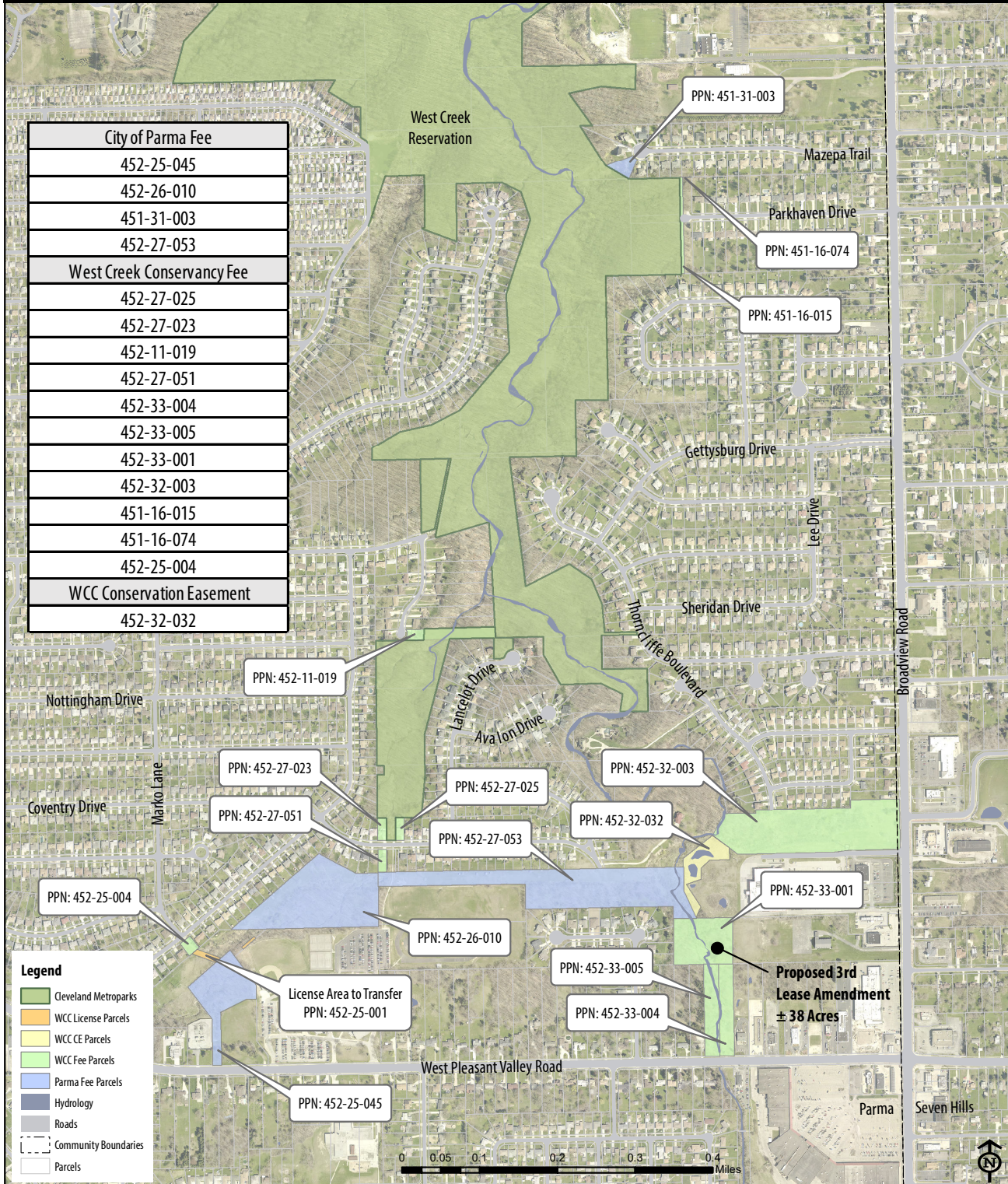
  
 \_\_\_\_\_  
 Brian M. Zimmerman  
 Chief Executive Officer





West Creek Reservation

City of Parma - West Creek Conservancy 3rd Lease Amendment

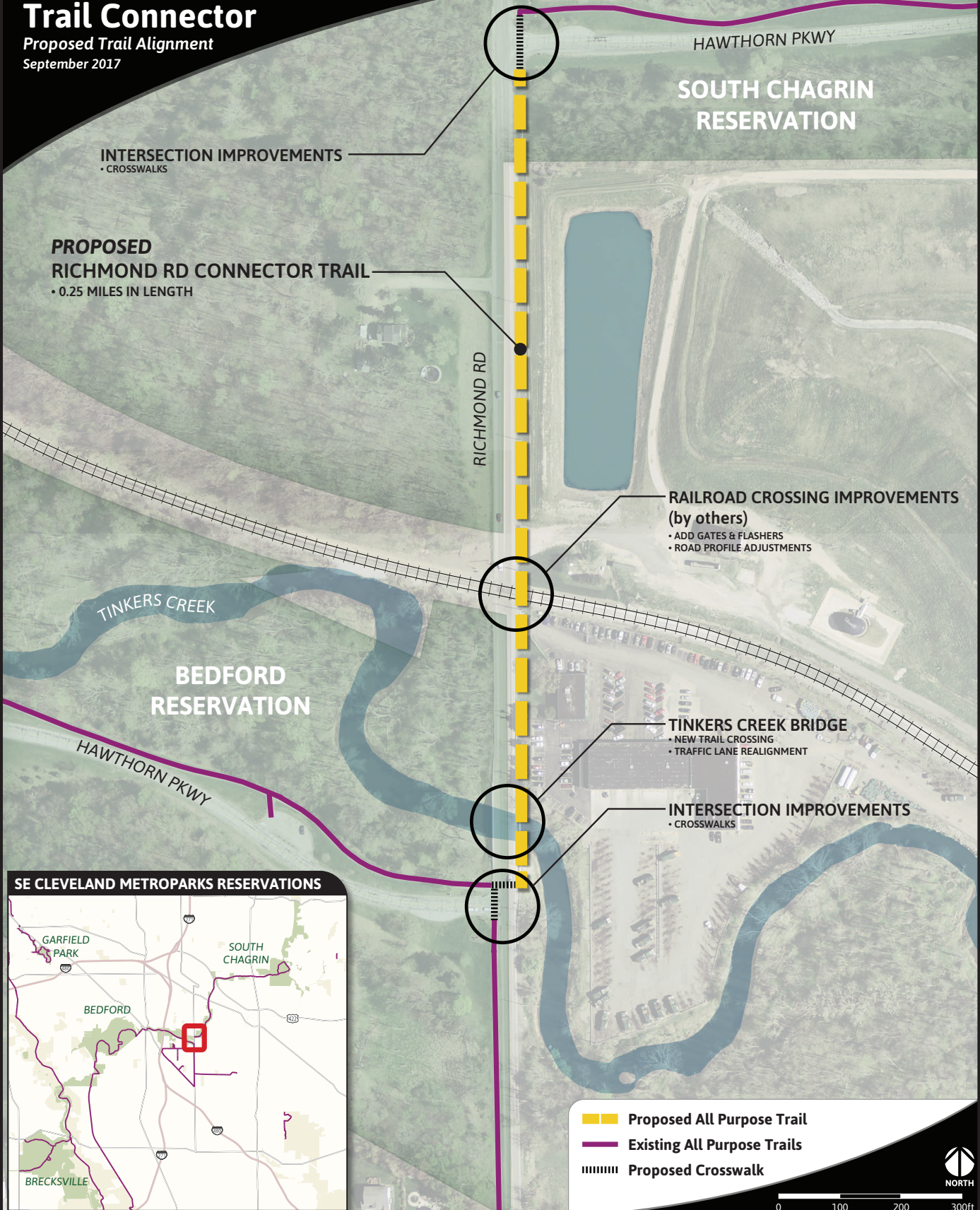






# Richmond Rd All Purpose Trail Connector

Proposed Trail Alignment  
September 2017



**INTERSECTION IMPROVEMENTS**  
• CROSSWALKS

**PROPOSED RICHMOND RD CONNECTOR TRAIL**  
• 0.25 MILES IN LENGTH

HAWTHORN PKWY  
**SOUTH CHAGRIN RESERVATION**

RICHMOND RD

**RAILROAD CROSSING IMPROVEMENTS (by others)**  
• ADD GATES & FLASHERS  
• ROAD PROFILE ADJUSTMENTS

TINKERS CREEK  
**BEDFORD RESERVATION**

**TINKERS CREEK BRIDGE**  
• NEW TRAIL CROSSING  
• TRAFFIC LANE REALIGNMENT

HAWTHORN PKWY

**INTERSECTION IMPROVEMENTS**  
• CROSSWALKS



- Proposed All Purpose Trail
- Existing All Purpose Trails
- Proposed Crosswalk



**Transportation for Livable Communities Initiative**  
***Richmond Road All Purpose Trail Connector Project Implementation Grant***

**Resolution # \_\_\_\_\_**

WHEREAS, Cleveland Metroparks is submitting an application to the Northeast Ohio Areawide Coordinating Agency (NOACA) for \$165,000 in funding through the Transportation for Livable Communities Initiative (TLCI) implementation grant program for the Richmond Road All Purpose Trail Connector Project; and

WHEREAS, the TLCI Program provides federal funds for projects that integrate transportation and land use planning, increase transportation options, promote livability, and advance the goals of NOACA’s Strategic Plan for northeast Ohio; and

WHEREAS, the TLCI program is paid on a reimbursement basis, requiring the applicant to first expend funds (if matched) and then request reimbursement from NOACA; and

WHEREAS, Cleveland Metroparks agrees to provide the local match of up to \$10,000 (±5.7% of total project cost); and

WHEREAS, Cleveland Metroparks agrees to abide by all federal requirements as a sub-recipient of federal transportation funds, including Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act, and including all applicable federal procurement requirements; and

WHEREAS, Cleveland Metroparks agrees to be responsible for managing any and all sub-contracting agencies, organizations, or consultants; and

WHEREAS, Cleveland Metroparks agrees to complete the agreed upon scope of services or will forfeit current and future TLCI awards; and

WHEREAS, Cleveland Metroparks is authorized to execute a contract with the Ohio Department of Transportation (ODOT) and NOACA if selected for the TLCI Program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Park Commissioners of the Cleveland Metropolitan Park District that:

Authorization is given to Brian M. Zimmerman, Chief Executive Officer, to submit this application to NOACA, acting as designated recipient of USDOT funds, for the TLCI Program and to execute a contract with NOACA and/or ODOT if selected for funding.

Passed: \_\_\_\_\_, 2017

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bruce G. Rinker, President  
Board of Park Commissioners  
Cleveland Metropolitan Park District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness  
Witness Title

\_\_\_\_\_  
Date

**RESOLUTION NO. 17-09-135**

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 September 1, 2017 in the amount of \$700,792.30

**Checks** dated September 7, 2017 in the amount of \$1,233,723.39

**Checks** dated September 15, 2017 in the amount of \$559,679.36

**Net Payroll** dated July 23, 2017 to August 5, 2017 in the amount of \$1,524,330.33

**Withholding Taxes** in the amount of \$372,925.18

**Net Payroll** dated August 6, 2017 to August 19, 2017 in the amount of \$1,450,231.59

**Withholding Taxes** in the amount of \$347,024.88

**Bank Fees/ADP Fees** in the amount of \$70,503.51

**ACH Debits (First Energy; Sales Tax)** in the amount of \$832,780.31

**Visa/Travel Purchasing Card** dated August 27, 2017 to September 16, 2017 in the amount of \$253,751.12

**Total amount:** \$7,345,741.97

PASSED: September 27, 2017

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

President of The Board of Park Commissioners

\_\_\_\_\_

Chief Executive Officer

**RECOMMENDED ACTION:**

That the Board of Park Commissioners approves **Resolution No. 17-09-135** listed above.