

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

JULY 19, 2018

The Board of Park Commissioners met on this date, Thursday, July 19, 2018, 8:00 a.m., at Stillwater Place located within Cleveland Metroparks Zoo, 3900 Wildlife Way, 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. 18-07-090: It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to approve the minutes from the Regular Meeting of June 19, 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 June 30, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **86664** to **86672** and they were filed for audit.

ACTION ITEMS.

- (a) ***Appointment/Swearing in of Chief Ranger***
(Originating Source: *Brian M. Zimmerman, Chief Executive Officer*)

The creation of the Cleveland Metropolitan Park District Police Department was made possible on June 14, 1920 when the Board of Park Commissioners passed Resolution #315 which called for maintaining "...general peace and order of the park." The first patrolman to be hired was Charles L. Fox. It wasn't until 1947, however, when James Hoy was hired as the department's first chief.

In the years that followed, not only have many acres of land been added to Cleveland Metroparks, the personnel for the Ranger Department has grown as well. Currently, the Park District rangers patrol more than 23,000 acres of land.

Today Katherine M. Dolan will be appointed as the Ranger Department's 11th chief. Katherine Dolan is currently serving as a Captain with the City of Cleveland Heights, Ohio. In her more than 17 years of experience in law enforcement, she has served as Patrol Officer, Detective, Drug Enforcement Administration, Sergeant, Lieutenant, and currently Captain. Katherine holds a Master of Science in Criminology from the University of Cincinnati, and a Bachelor of Science in Criminal Justice (*Cum Laude*) from the University of Toledo.

Cleveland Metroparks Rangers have a long history of dedication to the Park District and to Northeast Ohio. Chief Dolan is committed to the safety and security of our park visitors, and will continue to move the department forward, as first started by Chief Hoy.

No. 18-07-091: It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to appoint Katherine M. Dolan as Chief Ranger for Cleveland Metroparks, effective July 19, 2018.

Vote on the motion was as follows:

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

Nays: None.

ACTION ITEMS (cont.)

(b) 2018 Budget Adjustment No. 4

(Originating Sources: William Chorba, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

The following amendments are requested for Board approval:

CLEVELAND METROPARKS Appropriation Summary - 2018							
Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #4 7/19/2018	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 49,001,929	\$ -	\$ 49,001,929	\$ (14,381)	\$ 13,472 A	\$ 49,001,020
52	Employee Fringe Benefits	18,199,468	18,271	18,217,739	(46,464)	8,991 B	18,180,266
53	Contractual Services	14,597,705	1,217,528	15,815,233	70,080	(4,000) C	15,881,313
54	Office Operations	25,120,411	1,162,729	26,283,140	82,988	30,502 D	26,396,630
	Operating Subtotal	106,919,513	2,398,528	109,318,041	92,223	48,965	109,459,229
CAPITAL							
572	Capital Labor	1,075,000	-	1,075,000	-	-	1,075,000
572	Capital Materials	5,157,791	522,220	5,680,011	66,401	(191,563) E	5,554,849
573	Capital Contracts	24,848,552	5,933,878	30,782,430	3,389,798	335,519 F	34,507,747
574	Capital Equipment	2,419,599	368,707	2,788,306	294,867	-	3,083,173
575	Zoo Animals	75,000	2,100	77,100	-	-	77,100
576	Land	4,196,000	2,181	4,198,181	-	300,000 G	4,498,181
	Capital Subtotal	37,771,942	6,829,086	44,601,028	3,751,066	443,956	48,796,050
TOTALS							
Grand totals		\$ 144,691,455	\$ 9,227,614	\$ 153,919,069	\$ 3,843,289	\$ 492,921	\$ 158,255,279

An explanation of the adjustments, by category, can be found on pages **86673** to **86676**. The net effect of all adjustments is an increase of \$492,921, all of which is provided for by increased revenue, donations, grants, or other restricted funds.

No. 18-07-092:

It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to approve the 2018 Budget Adjustment No. 4 for a total increase of \$492,921 as delineated on pages **86673** to **86676**.

Vote on the motion was as follows:

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

Nays: None.

ACTION ITEMS (cont.)

- (c) ***Authorization of Land Acquisition: Kucia Property, Bedford Reservation (±1.1 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/Isaac D. Smith, Conservation Program Manager/Stephanie Kutsko, Land Protection Manager)

The Kucia Property is located at 15009 Schreiber Road in the City of Maple Heights and adjacent on two sides to Bedford Reservation at the entrance to Dunham Park (reference map, page **86677**). Dunham Park consists of ±49.9 acres of greenspace and was acquired through a long-term lease from the City of Maple Heights, approved through Board Resolution No. 18-01-010, and officially signed into effect on June 22, 2018. Dunham Park is the first park property held within the municipal boundary of Maple Heights in Cleveland Metroparks 101-year history. Cleveland Metroparks staff are currently developing a master plan for Dunham Park which will include improvements to the park entrance, picnic area, and restrooms.

Cleveland Metroparks has the opportunity to acquire the Kucia Property in fee simple title. The acquisition of the Kucia Property will buffer the newly acquired Dunham Park and provide an opportunity to create a more visible and welcoming entrance to the park from Schreiber Road. The acquisition of this 1.1-acre property will enhance the reservation by buffering the open space and parking area of Dunham Park and providing opportunities for improved stormwater management.

No. 18-07-093: It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to authorize the acquisition of fee simple title of ±1.1 acres as hereinabove described, from Gail C. Kucia and Carl M. Kucia, for a purchase price of \$75,900 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.

ACTION ITEMS (cont.)

(d) *Authorization to Enter into Grant Agreement and Commit Matching Funds (Beecher’s Brook and Jackson Field)*

(Originating sources: Joseph Roszak, Chief Operating Officer/Terry Robison, Director of Natural Resources/Jennifer Grieser, Senior Natural Areas Manager – Urban Watersheds/Natalie Ronayne, Chief Development Officer/Kristen Trolio, Grants Manager)

The Ohio Environmental Protection Agency offers financial assistance under Section 319(h) of the Clean Water Act to implement projects to reduce non-point source pollutants and restore streams throughout the state. Cleveland Metroparks has submitted and received two grant awards under the FFY 2018 program for two projects in the Chagrin River watershed: 1) restoration of a segment of the mainstem of the Chagrin River at Jackson Field in South Chagrin Reservation and 2) restoration of a segment of Beecher’s Brook, a headwater tributary to the Chagrin River in North Chagrin Reservation.

- 1) The Chagrin River flows along the eastern border of South Chagrin Reservation. The streambanks along the 500-lf-reach of the Chagrin River that flows adjacent to Jackson Field are steep and severely eroding, causing increased sediment loads in the river and, in turn, pollution of high-quality water resources downstream of the project site. This stretch of the Chagrin River has also lost access to its floodplain, further destabilizing the area and resulting in increased flashiness downstream. This project will use natural channel design and bioengineering to restore ±500-lf of streambank and ±0.25 acres of floodplain along this stretch of the Chagrin River. See map on page **86678** for project location.

The Section 319(h) project budget is as follows:

Section 319(h)	\$228,708
<u>Cleveland Metroparks*</u>	<u>152,472</u>
TOTAL	\$381,180

*((\$100,000 from NEORSD Stormwater Management Reimbursement Fund)

- 2) Along the ±350-lf reach of Beecher’s Brook located adjacent to the Wilson Mills Trailhead in North Chagrin Reservation, the streambanks are also steep and severely eroding, again causing increased sediment loads in the river and pollution of high-quality water resources downstream of the project site. See map on page **86679** for project location. This project will use natural channel design and bioengineering to restore ±350-lf of streambank along this stretch of stream. This project will also remove a manmade drop structure at this location and will install a fish ramp, or similar structure. This drop structure acts as a barrier to fish passage evidenced by Cleveland Metroparks past fish sampling efforts in this stretch of stream. To further contribute to the health of this stream, this project will remove the existing 12 ft box culvert at this location and replace with a 22 ft buried-bottom culvert.

ACTION ITEMS (cont.)

The Section 319(h) project budget is as follows:

Section 319(h)	\$181,530
<u>Cleveland Metroparks</u>	<u>121,020</u>
TOTAL	\$302,550

No. 18-07-094:

It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to enter into a grant agreement with the Ohio Environmental Protection Agency for ±\$410,238; to commit ±\$273,492 from Cleveland Metroparks in the form of cash and in-kind staff contributions as match dollars for the project; that the Board authorize the Chief Executive Officer to enter into agreement and execute any other documents as may be required to complete the projects; 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.

(e) ***Authorization to Enter into Grant Agreement and Commit Match Funds (Wildlife Conservation Society Climate Adaptation Fund)***

(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)

Chagrin River Watershed Partners, Inc. (CRWP) received an award from the Wildlife Conservation Society Climate Adaptation Fund to enhance the health of forests draining to high-quality streams in the Chagrin and lower Grand River watersheds. Funded by the Doris Duke Charitable Foundation, the goal of the Climate Adaptation Fund is to help species, ecosystems, and human communities adapt to climate change. One of 12 projects funded nationwide, the \$181,152 award will be matched with \$184,123 in cash and in-kind services to maintain and enhance the benefits that healthy forests and streams provide.

Forests in northeast Ohio provide many important values to communities including scenic beauty, recreation, stormwater management and flood control, and cleaner air and water. However, climate change may alter our forest ecosystems and interact with and intensify many other stressors including deer browse, pests, pathogens, and invasive species. These stressors are projected to continue intensifying in the future, altering forests as we know them. The project partners will develop and use forest management

ACTION ITEMS (cont.)

techniques focusing on enhancing native species regeneration and diversity, promoting structural complexity, and controlling invasive species to mitigate the effects of climate change and other stressors on forest ecosystems. Stream and forest assessments will be conducted as part of a long-term monitoring effort and the data will be used to adapt management approaches for optimal resiliency. Detailed monitoring data will be shared, and outreach efforts will include workshops, field-based training, and video explaining healthy forests and the climate threats that affect them.

Project partners and local funders include Cleveland Metroparks, Holden Forests & Gardens, Lake Metroparks, Geauga Park District, Lake County Soil and Water Conservation District, Lake County Stormwater Management Department, Western Reserve Land Conservancy Dominion watershed mini-grant program, Village of Gates Mills, Village of Moreland Hills, Think Media Studios, Old Woman Creek National Estuarine Research Reserve, Lake Erie Allegheny Partnership for Biodiversity, Cleveland Museum of Natural History Trout Club, and Ohio Central Basin Steelheaders.

Cleveland Metroparks efforts include:

- conducting forest assessment and management activities at targeted sites in North and South Chagrin reservations;
- sharing data on field assessments prior to and post management activities;
- participating in meetings, outreach, and project reporting requirements.

Cleveland Metroparks share of the project costs are as follows:

CRWP	\$30,000
Matching funds	<u>30,000 (\$20,000 in-kind, \$10,000 cash)</u>
Total Project:	\$60,000

No. 18-07-095: 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 Chagrin River Watershed Partners for ±\$30,000; to authorize and agree to obligate funds and in-kind staff contributions in the amount ±\$30,000 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.)

- (f) ***Olmsted Historical Society – Frostville Museum Lease Extension***
(Originating Source: Joseph V. Roszak, Chief Operating Officer)

Founded in 1953, Cleveland Metroparks affiliate Olmsted Historical Society (OHS) operates a living history museum in Rocky River Reservation. Park visitors learn about 19th century township history and enjoy special events such as a weekly farmer's market, historical reenactments and holiday celebrations. OHS has long planned a schoolhouse for their re-created village and, after raising the match money, they received an Ohio Facilities Construction Commission Community Grant for \$50,000 to complete construction of a historic one-room schoolhouse at Frostville Museum in Rocky River Reservation. Cleveland Metroparks wishes to support the grant requirements by extending the affiliate agreement to 10 years from construction completion, April 30, 2029. The schoolhouse will allow OHS to expand their curriculum and offer an authentic 19th century classroom experience to local children on field trips to the museum.

- No. 18-07-096:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to authorize an extension of the term of the existing license agreement with Olmsted Historical Society to April 30, 2029, in the form to be approved by the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

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

- (g) ***Authorization to Enter into Contract for Horseback Riding Event Center Concession***
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Joseph V. Roszak, Chief Operating Officer/Katie McVoy, Assistant Legal Counsel)

Background

The Brecksville Stables occupy a portion of Brecksville Reservation located at 11921 Parkview Road in the City of Brecksville. Between 2010 and 2016, two concessionaires – Brecksville Stables, Inc. and Slosar Properties, LLC, operated Brecksville Stables as a horse boarding facility. Cleveland Metroparks is interested in pursuing a different use of Brecksville Stables than boarding.

Dressage is a type of horseback riding where horse and rider are expected to perform from memory a series of predetermined moves which require significant training and skill. Dressage events typically take place in an arena in which the horse and rider perform and judges rate the performance. At its highest level, dressage is an Olympic sport, but many dressage organizations provide opportunities for riders of all skill levels.

ACTION ITEMS (cont.)

Classical Attraction Dressage Society ("CADS") is this type of dressage society concessionaire – a non-profit organization whose goal is to promote the advancement and sport of dressage in Northeast Ohio, as well as providing horsemanship education for riders of all ages, experience and skill levels.

Proposed CADS Concession/Management Agreement

Cleveland Metroparks would like to enter into an agreement with CADS for a pilot concession/management program to operate Brecksville Stables as a horseback riding event center, with a focus on dressage.

Under the agreement, CADS will occupy the Brecksville Stables, including using two of the stable barns, offices and arena, two fenced outdoor paddocks, outside arena, and equipment barn. Cleveland Metroparks and CADS will have shared use of certain overflow parking and a paved turn-around located around the stables. Cleveland Metroparks will maintain control of the paved parking area near the stables and all bridle trails in the area. CADS welcomes continued use of all areas surrounding Brecksville Stables by Cleveland Metroparks visitors, including horseback riders.

No boarding will take place at Brecksville Stables. Instead, under the agreement, CADS will hold between thirty-six to forty-two events per year, including summer and winter dressage shows, dressage clinics, organized trail rides, extreme trail challenges (which will take place inside either the indoor or outdoor arena), and youth summer camps. The public will be welcome to participate in all CADS programs, whether as participants or spectators.

The term of the agreement shall be from August 1, 2018 through July 31, 2021. CADS shall pay to Cleveland Metroparks a fee of Seven Thousand Five Hundred Dollars (\$7,500) per year for each of the three years of the agreement.

No. 18-07-097: It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to enter into an agreement with Classical Attraction Dressage Society for a pilot concession/management agreement from August 1, 2018 through July 31, 2021 for the operation of a horseback riding event center with an annual fee payable by CADS to Cleveland Metroparks of Seven Thousand Five Hundred Dollars (\$7,500) per year. The agreement will be entered into a form approved by Cleveland Metroparks Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

ACTION ITEMS (cont.)

- (h) ***Professional Services Agreement – RFQ No. 6357: RainForest Facility Improvement 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)

Background:

On June 1, 2018 Cleveland Metroparks issued a Request for Qualifications (RFQ No. 6357) for professional design services and invited qualified design professionals to submit their qualifications relative to the performance of a facility improvement assessment for the Cleveland Metroparks Zoo RainForest. The RainForest 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 has prepared the RFQ for a qualified firm to perform a holistic condition assessment of the RainForest. The assessment 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.

RFQ Response and Analysis:

Eight (8) firms interested in providing such services responded to RFQ No. 6357. Qualifications were reviewed by a review panel of Cleveland Metroparks staff, including Sean McDermott, Andy Simons, Christopher Widdowson and Christopher Lowe.

Pursuant to Ohio Revised Code section 153.69 the top three (3) firms were ranked in order of most qualified. Wiss, Janey, Elstner Associates, Inc. (“Wiss Janey”) has been identified as the most qualified. Wiss Janey’s team includes Van Auken Akins (architect), Scheeser Buckley Mayfield (mechanical engineers), Lerch Bates (elevator consultant), Regency Construction (cost estimating), EA Group (environmental). Wiss Janey’s history of work includes extensive

**RainForest Facility Improvement Assessment
Firm Respondents
RFQ No. 6357**

Firm	Ranking
Bialosky Cleveland	3
Cannon Design	2
Emerald Built Environments	
HWH Arrchitects, Engineers, and Planners	
Peninsula Architects	
TEC inc. Engineering & Design	
Terracon Consultants, Inc.	
Wiss, Janney, Elstner Associates, Inc.	1

ACTION ITEMS (cont.)

experience with building envelope and infrastructure evaluation and their team meets the needs for all other components of the assessment. Following the top ranking of Wiss Janey, a proposal for the desired services was requested.

Proposal Analysis:

A proposal was requested from Wiss Janey to conduct a facility condition assessment to evaluate the physical condition and anticipated life expectancy of building systems and assemblies, and develop a list of proposed renovation and replacement items for the building exterior, building interiors, life safety and health standards, barrier-free accessibility, building upgrades and improvements, MEP, fire protection systems, and security systems within the RainForest. The facility assessment will consist of document reviews, interviews with Cleveland Metroparks Zoo personnel, field investigations, a report of findings with an opinion of probable construction cost. The tasks associated with the current scope, which are to be performed for a lump sum fee of \$141,600, are as follows:

- Document Review and Interviews
- Facility Assessment and Review
 - o Exterior Building Assessment
 - o Interior Building Assessment
 - o House Boiler Assessment
 - o Building Utility and Operations Systems Assessment
 - o Building Security Assessment
 - o Building Life Safety Review and Health Hazards
 - o Building Energy Evaluation
 - o Building Upgrade Analysis
 - o Construction Cost Estimating
 - o Water Infiltration Testing
 - o Infrared Thermographic Survey of Low-Slope Roofing
 - o Temperature and Relative Humidity Monitoring
 - o Close-Range Assessment at Atrium Areas
- Progress and Final Scoping Meetings
- Report of Findings

During the performance of the scope of work additional supplemental services may be identified including but not limited to intensive building envelope testing, intensive leak detection testing, temperature and humidity monitoring, exploratory openings, material, geotechnical or environmental testing, close-up inspections utilizing ropes or scaffolding, intensive electrical systems analysis and/or physical MEP equipment testing. If these, or other, additional services are necessary they will be added to the contract following the Cleveland Metroparks procurement procedures.

ACTION ITEMS (cont.)

No. 18-07-098: It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to enter into a contract with **Wiss, Janey, Elstner Associates Inc.** as the most qualified firm for **RFQ #6357 – RainForest Facility Improvement Assessment, Cleveland Metroparks Zoo**, for the lump sum amount of **\$141,600** for the performance of a facility assessment as outlined above in a form acceptable to the Chief Legal and Ethics Officer, pursuant a proposal dated July 13, 2018.

Vote on the motion was as follows:

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

- (i) ***RFP #5968: Authorization for Camel Ride Operation Contract Extension at Cleveland Metroparks Zoo***
(Originating Source: Christopher Kuhar, Executive Director, Cleveland Metroparks Zoo)

Background

The Australian Adventure area of Cleveland Metroparks Zoo contains an arena that allows for camel rides. These rides not only provide a revenue opportunity, netting approximately \$60,000 for Cleveland Metroparks on an annual basis, but they are an opportunity for guests to get close to animals to make an inspiring connection. A three-year contract for camel ride operations was awarded to JK Animal Adventures in 2014 with the opportunity for the Board to renew the contract for three additional years (RFP#5968). In this contract, JK Animal Adventures operates the ride and receives 60% of the revenue while Cleveland Metroparks receives 40% of the revenue. This contract was extended for one year on March 13, 2018 and will expire March 12, 2019.

Proposal

Cleveland Metroparks Zoo requests to extend this contract for one additional year through March 12, 2020. This would be the third year of the three-year extension authorized in the original Action Item. The terms of the contract would remain consistent with the 2018 contract extension.

No. 18-07-099: It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to enter into a contract amendment with **JK Animal Adventures** for one additional year from March 13, 2019 through March 12, 2020 and ratify the current contract. This contract will be entered in a form approved by Cleveland Metroparks Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)

- (j) ***Amendment of Resolution #17-09-131 Management Services for Body Art, Caricature, and Digital Photo Services at Cleveland Metroparks Zoo***
(Originating Source: Christopher W. Kuhar, Executive Director, Cleveland Metroparks Zoo/Tim Savona, Director of Revenue Development)

On September 7, 2017, by Board Resolution #17-09-131, the Board of Park Commissioners approved a Management Services Agreement with Images Everywhere Specialty Services (“Images Everywhere”) for Body Art, Caricature, and Digital Photo Services at Cleveland Metroparks Zoo. The original contract obligates Images Everywhere to pay an annual commission of \$100,000 or 25% of sales, whichever is greater. Upon implementation of the Action Item, contract and construction delays have prevented a full season of operation in Year 1. The parties conferred and determined that a minimum remittance of \$70,000 in 2018 is warranted. Upon Board Approval, Images Everywhere will be responsible for a commission of \$70,000 or 25% of sales, whichever is greater, in 2018 and a commission of \$100,000 or 25% of sales, which is greater, in the remaining years of the contract.

No. 18-07-100: It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to enter into an amended Agreement with Images Everywhere Specialty Services, as summarized above, for Body Art, Caricature, and Digital Photo Services at the Zoo. Images Everywhere Specialty Services will be responsible for a commission of \$70,000 or 25% of sales, whichever is greater, in 2018. The remaining terms of the agreement shall remain. This contract will be entered into a form approved by Cleveland Metroparks Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

AWARD OF BIDS:**No. 18-07-101:**

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

- (a) **Ohio Co-Op #6351:** **Fuel and Heat Oil** (Amendment to Resolution No. 18-06-086 from June 19, 2018 Board Meeting) (see page **86647**);
- (b) **Bid #6354:** **2018 Trail Asphalt Improvements: Acacia and Rocky River Reservations** (see page **86648**);
- (c) **Bid #6355:** **2018 Pavement Markings** (see page **86650**);
- (d) **Bid #6356:** **Various Paper Products and Trash Can Liners** (see page **86651**);
- (e) **Sole Source #6362:** **Yellow Dog Software Solutions, LLC Inventory Management System** (see page **86653**); and
- (f) **Sole Source #6365:** **Various Meats** (see page **86655**).

Vote on the motion was as follows:

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

Nays: None.

AWARD OF BIDS (cont.):

AMENDMENT TO OHIO CO-OP #6351 SUMMARY:

(Originally approved at the June 19, 2018 Board Meeting by Resolution No. 18-06-086):

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

----- HIGHLIGHTS AT A GLANCE -----
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.

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

Note: At the time of the June agenda’s publication the State of Ohio had yet to select/award Ohio Contract Number RS900619 which went into effect beginning July 1, 2018. Cleveland Metroparks next Board meeting was scheduled for July 19, 2018 which would have left the Park District without a fuel supplier for 19 days. It was the recommendation of the Procurement Director and Chief Financial Officer that the Board accept State Contract Number RS900619 from the designated bidder who turned out to be **Great Lakes Petroleum** ~~conditionally (until the awarded vendor is declared by the state) so that the flow of goods/services is uninterrupted to Cleveland Metroparks and the patrons served.~~

No. 18-06-086: It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to authorize the award for Ohio Co-Op #6351 to Great Lakes Petroleum, ~~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.

Vote on the motion was as follows:

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

(See Approval of this Item by Resolution No. 18-07-101 on Page 86646)

AWARD OF BIDS (cont.):

**BID #6354 SUMMARY: **2018 TRAIL ASPHALT IMPROVEMENTS
ACACIA AND ROCKY RIVER RESERVATIONS****

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

Cleveland Metroparks Park Operations Department has taken inventory and condition assessments of degraded asphalt all-purpose trail throughout the Park District. Based on those assessments, two sections of trail were identified that warrant a new 1-1/2” thick asphalt surface course. This site improvement project includes the resurfacing and paving of approximately 49,394 square yards (8.80 miles) total of existing asphalt all-purpose trail throughout Acacia and Rocky River Reservations.

The scope of work includes the resurfacing of the following asphalt all-purpose trails:

1. Acacia Trail Resurfacing - Acacia Reservation
1-1/2” asphalt overlay of approximately 17,786 square yards (3.40 miles) of existing all-purpose trail pavement throughout Acacia Reservation. Asphalt transition grinding of 360 square yards and 1,790 square yards of full depth asphalt pavement trail construction prior to the asphalt overlay. In addition, 150 square yards of existing pavement removal with topsoil, seeding, and mulching restoration.

2. Rocky River Trail Resurfacing - Rocky River Reservation
1-1/2” asphalt overlay of approximately 31,609 square yards (5.40 miles) of existing all-purpose trail pavement on the northern half of Rocky River Reservation from Detroit Road to Puritas Avenue. Asphalt transition grinding of 651 square yards and 56 square yards of full depth asphalt pavement trail removal and replacement prior to the asphalt overlay. In addition, 2 manhole castings adjusted to grade and trail pavement markings replaced in-kind.

Bids were received on July 11, 2018 and are tabulated below:

Bidder	Total Lump Sum Bid
Barbicas Construction Co.	\$467,466
Chagrin Valley Paving	\$495,400
Karvo Companies	\$488,000
Engineer’s Estimate	\$500,000

2018 Budget Code: 4015001-572002-PA10005

Staff recommends awarding the **Lump Sum Base Bid** to the lowest and best bidder, **Barbicas Construction Co.** Barbicas has successfully completed Cleveland Metroparks 2016 and 2017 Asphalt Parking Lot Improvements, and the 2017 Parkway Asphalt Pavement Improvements. In addition, they have successfully completed similar projects for other northeast Ohio public agencies. They have been in business for 28 years and are ODOT prequalified for asphalt paving work specializing in county, municipal, and commercial paving as well as ODOT projects.

AWARD OF BIDS (cont.):**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a contract with **Barbicas Construction Co.** as the lowest and best bidder for Bid #6354, 2018 Trail Asphalt Improvements for the lump sum base bid amount of **\$467,466**. In the event that the bidder cannot satisfy their bid, the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 18-07-101 on Page 86646)

AWARD OF BIDS (cont.):

BID #6355 SUMMARY: **2018 PAVEMENT MARKINGS**

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

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

The 2018 pavement marking bid scope of work includes centerline, edgeline, crosswalk, stop bar, turn arrow markings, and bicycle sharrows on 37.5 miles of various sections of parkway in Big Creek, Bradley Woods, Brecksville, Brookside, Garfield Park, Hinckley, Mill Stream Run, North Chagrin, Rocky River, and South Chagrin Reservations.

Bids were received on July 11, 2018 and are tabulated below:

BID #6355 - 2018 PAVEMENT MARKINGS	
Bidder Name	Base Bid
J.D. Striping and Services, Inc.	\$120,937.82
American Roadway Logistics (ARL)	\$109,500.00
Oglesby Construction Inc.	\$155,983.00
Engineer's Estimate	\$120,000.00

Staff recommends awarding the **lump sum bid** to the lowest and best bidder, **American Roadway Logistics (ARL)**. American Roadway Logistics (ARL) has successfully completed the pavement markings contract for Cleveland Metroparks in 2014 and has also performed satisfactorily as the striping subcontractor on the 2011, 2012 and 2013 Asphalt Paving contracts. They have been in business for over 12 years and are pre-qualified to perform numerous ODOT work types including ODOT Work Type 45-Pavement Markings. They specialize in county, municipal, and commercial pavement markings as well as ODOT projects.

2018 Budget Code: 4015001-573001-PA97109

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with **American Roadway Logistics (ARL)** as the lowest and best bidder for Bid #6355, 2018 Pavement Markings for **the lump sum amount of \$109,500**. In the event that the bidder cannot satisfy the bid, the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 18-07-101 on Page 86646)

AWARD OF BIDS (cont.):

BID #6356 SUMMARY: **VARIOUS PAPER PRODUCTS AND TRASH CAN LINERS** to be supplied on an “as needed” basis to Cleveland Metroparks Zoo, for a 14-month period, beginning August 1, 2018 through October 31, 2019, with an option to renew for one (1) additional year.

- - - - HIGHLIGHTS AT A GLANCE - - - -
2017-2018 Expenditure = \$75,000
2018-2019 Estimate = \$90,000

Background

The Procurement Division issued a combined bid for paper products and trash can liners to leverage the spend for both commodities. The bid included thirty-one (31) paper products and fourteen (14) different trash can liners. Currently, Joshen Paper & Packaging and W.B. Mason are suppliers of paper products and trash can liners throughout Cleveland Metroparks for the contract period of August 1, 2017 through July 31, 2018. The new contract term is for a 14-month period beginning August 1, 2018 through October 31, 2019, with an option to renew for one additional year. Bids were received from ten (10) vendors.

Vendors responding to the bid were:

- AVM Enterprises, Inc.
- All American
- Interboro Packaging
- Joshen Paper & Packaging
- Independence Office and Business Supply Co. Inc.
- Tera Office Solutions
- Pyramid Paper Company
- Janton Company/G and L Supply
- W.B. Mason
- Unipak Corp.

The following companies provided partial bids:

1. Interboro Packaging, All American, and Unipak Corp. bid only the trash can liners.
2. Pyramid Paper Company only bid on four paper products.
3. Janton Comp./G and L Supply only bid on 3 paper products and 13 trash can liners.

The following vendors bid on all products:

1. AVM Enterprises, Inc., Tera Consulting Inc., Joshen Paper & Packaging, Independence Office and Business Supply Co. Inc., and WB Mason.

AWARD OF BIDS (cont.):

The entire spreadsheet recording all bids and alternatives submitted is on file in the Procurement Office. Due to efficiency of a single award, staff recommends making one award to Joshen Paper & Packaging for supply of all products as they provided the overall lowest and best bid.

RECOMMENDED ACTION:

That the Board authorize the purchase of various paper products and trash can liners, as specified in the above summary for Bid #6356 to the lowest and best bidder; Joshen Paper & Packaging to be supplied on an “as needed” basis for a 14-month period beginning August 1, 2018 through October 31, 2019, for a total cost not to exceed \$90,000, with a one-year renewal option. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase. In the event a vendor cannot satisfy the bid, the award will be given to the bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety.

(See Approval of this Item by Resolution No. 18-07-101 on Page 86646)

AWARD OF BIDS (cont.):

SOLE SOURCE #6362 SUMMARY: YELLOW DOG SOFTWARE SOLUTIONS, LLC INVENTORY MANAGEMENT SYSTEM for a five (5) year period beginning July 19, 2018 through July 18, 2023

Background

Cleveland Metroparks implemented Yellow Dog software in 2015. Yellow Dog provides an inventory management software system for hospitality and retail markets. Yellow Dog’s software system assists Cleveland Metroparks staff by providing a successful inventory management system to achieve operational and established protocols when operating both Food and Beverage (“F&B”) and/or Retail.

Yellow Dog is the only provider of inventory management software designed to work with Cleveland Metroparks’ Oracle/Micros point of sale terminals. The Oracle/Micros point of sale terminals are used by all retail and F&B locations (under Park Operations) throughout Cleveland Metroparks.

Currently, the Yellow Dog system is approximately **±\$19,000 per year**. This cost may fluctuate year to year depending on several factors which include:

1. Contractual terms: monthly costs are reduced after 36 months of service per location;
2. Adding and removing services in various locations;
3. Locations may be augmented with new inventory selections or technologies. Cleveland Metroparks staff evaluates each location on a semi-annual basis which may cause a change in monthly charges.

Cleveland Metroparks recommends adding a yearly **allowance of \$6,000** due to the potential fluctuations as indicated above. Ultimately, bringing the total estimated **spend per year at ±\$25,000** (5 years x \$25,000 = \$125,000).

Cleveland Metroparks utilizes Yellow Dog in the following locations each with varying needs and capacities for inventory management:

Location	Type
North Chagrin Nature Center	Retail
Watershed Stewardship Center	Retail
Rocky River Nature Center	Retail
Hinckley Boathouse	Retail
Emerald Necklace Marina (Marina only)	Food and Beverage
East 55 th (Marina only)	Food and Beverage
Edgewater Beach House	Retail
Webstore for www.clevelandmetroparks.com	Retail / Other

AWARD OF BIDS (cont.):**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a sole source agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **Yellow Dog Software Solutions, LLC in an amount not to exceed \$125,000**, as summarized above and maintained on file for Sole Source #6362, for the Yellow Dog Inventory Management System for a five (5) year period beginning July 19, 2018 through July 18, 2023, with an option to renew at Cleveland Metroparks' sole discretion for additional terms as deemed necessary.

(See Approval of this Item by Resolution No. 18-07-101 on Page 86646)

AWARD OF BIDS (cont.):

SOLE SOURCE #6365 SUMMARY: **VARIOUS MEATS** for animals at Cleveland Metroparks Zoo, to be supplied "as needed" for a one-year period beginning August 11, 2018 through August 31, 2019.

- - - - <i>HIGHLIGHTS AT A GLANCE</i> - - - -
2017/2018 Expenditures = \$57,860.00
2018/2019 Estimate = \$78,000.00

A comparison between 2018/2019 and 2017/2018 reflects an increase in cost as follows:

Description	Estimated Quantity	2018/2019	2017/2018	Price Increase
Horsemeat	7,500 lbs.	\$2.72/lb.	\$2.44/LB	11%
Feline Diet	15,290 lbs.	\$2.20/lb.	\$2.125/LB	4%
Canine Diet	6,000 lbs.	\$2.23/lb.	\$2.15/LB	4%
Raptor Diet	1,000 lbs.	\$1.55/lb.	\$1.50/LB	3%
Horse Shank Bones	2,235 lbs.	\$1.72/lb.	\$1.53/LB	12%
Horse Rib Bones	1,000 lbs.	\$1.57/lb.	\$1.07/LB	47%
Beef Femur Bones	2,235 lbs.	\$1.14/lb.	\$1.07/LB	7%
			Total Average Percentage Increase	13%

The Director of Procurement has designated Central Nebraska Packing as a sole source for zoo meat supply due to product consistency in both nutritional guarantees and textures. As well, Central Nebraska provides more reliable scheduling and ordering efficiency. Although different companies may have similar base ingredients there are differences in composition. These differences would require an extensive transition time for many species with no guarantees of success. Experimental usage from alternate companies in the past consistently delivered an inferior product with greater amounts of sinew due to the differences in the way Central Nebraska processes their meats. In short, testing of competitive product consistently produced the Central Nebraska product as consistent and superior, according to zoo veterinarian staff.

Central Nebraska Packing also has a proven track record of product availability. Most of Cleveland Metroparks Zoo's needs are horse meat-based products. A couple of the other potential vendors have processing plants outside of the United States where regulations are not as strict. Central Nebraska's facilities are in the United States meaning the regulations on processing horse meat are substantial and heavily enforced to insure health and safety standards are being met.

AWARD OF BIDS (cont.):

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

RECOMMENDED ACTION:

That the Board authorize a sole source award for the purchase of various meats as specified in Sole Source #6365 from **Central Nebraska Packing, Inc.** to be supplied on an "as-needed" basis for a one-year period, beginning August 11, 2018 and extending through August 31, 2019, **for a total cost not to exceed \$78,000**, at the unit prices maintained in the bid file. In the event the log of consumption approaches 90 percent of the total estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 18-07-101 on Page 86646)

SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 07/19/18)

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:

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Audio/Visual supply for “Taste on the Lake” event.	Rock the House	\$36,646.00	(7)
Tent rental for “Taste on the Lake” event.	Able Rental Co.	\$17,879.85	(7)
2018 printer maintenance agreement.	COMCOC, Inc.	\$14,434.92	(7)
2018 copier maintenance agreement.	COMDOC, Inc.	\$35,548.73	(7)
Pickup of bio-hazard waste.	Stericycle, Inc.	\$13,629.22	(7)
Various desktop units with monitors as well as multiple lap top units authorized by IT and centralized for volume discounts.	DELL	\$29,545.66	(2)
Equipment needed for “Taste on the Lake” event.	Event Source	\$21,648.19 <u>1,633.70</u> \$23,281.89	(7)
Survey and utility services for Red Line Greenway as per RFQ #6288.	Michael Baker International, Inc.	\$13,393.00	(5)
Security staffing for Edgewater events.	Tenable	\$20,000.00	(7)
RainForest humidity control repair.	Johnson Controls	\$14,650.00	(7)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Ranger assessments.	PRADCO	\$18,335.00	(5)
Fiber Optic Network at Erieview.	SBC	\$39,844.52	(3)
2018 NORIS Services.	Criminal Justice Coordinating Council	\$18,189.75	(7)

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

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

**CONSTRUCTION CHANGE ORDERS OR AMENDMENTS TO
PROFESSIONAL SERVICE CONTRACTS (07/19/18)**

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:

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>
<p><u>Whiskey Island Marina</u> \$477,000.00</p> <p>Revised Contract Amount: Change orders #1 and #2 revise total to \$441,226.77.</p> <p>Change order #3 adds \$3,945.11 and revises total to \$445,171.88</p>	<p>Adjust access gates and fencing to comply with ADA standards.</p>	<p>Nerone and Sons</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 **86646** through **86656**; \$10,000 to \$50,000 purchased items/services report, pages **86657** through **86658**; and construction change orders, page **86659**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 18-07-089: 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 **86680** to **86871**.

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)

Jeffrey S. Tolman, External Communications Coordinator

Jeffrey Tolman began his career at Cleveland Metroparks in August 2017. Jeff previously served as a spokesperson and media contact for the Chicago Transit Authority (CTA), the nation's second largest transit agency. While at CTA he gained significant experience and skills in marketing and communications including crisis communications, speechwriting, event planning and social media strategy. Jeff was responsible for developing marketing and communications packages for campaigns, initiatives, and major capital projects, including the \$203 million-dollar Wilson Station Reconstruction Project. Jeff also helped manage marketing initiatives and assisted with crisis communications on social media that included a Twitter account with nearly 200,000

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

followers. Prior to working for CTA, Jeff worked under former Illinois Governor Pat Quinn assisting with media relations, media events, social media accounts, and writing and editing press releases. Jeff holds a Master of Arts, *magna cum laude* from DePaul University in Chicago, Illinois, and a Bachelor of Science in Communications, *cum laude* from Ohio University.

b. *Bonnie Park Ecological Restoration and Site Improvement Project – Mill Stream Run Reservation*

(Originating Sources, Sean E. McDermott, P.E., Chief Planning and Design Officer/Tammy Oliver, Director of Project Development/Terry Robison, Director of Natural Resources)

Cleveland Metroparks has received funding from the Ohio Environmental Protection Agency Water Resource Restoration Sponsor Program for restoration at Bonnie Park to improve water quality in East Branch Rocky River and to restore adjacent areas within the park. The conceptual designs, performed by Cleveland Metroparks and EnviroScience, call for partial or complete removal of the Bonnie Park dam and associated floodplain and stream restoration. This project will reverse stream impairments and establish a foundation for ecological recovery, including removal of impervious surfaces, modification of existing stormwater infrastructure, wetland restoration and reforestation. Cleveland Metroparks will also seek to provide a natural surface walking trail, overlook structure to enhance guest experience and fishing opportunities at Bonnie Park. Cleveland Metroparks staff is acting as the criteria architect on the project.

Requests for Qualifications and Proposals have been issued to Design-Build firms to design and construct these improvements. Staff will provide a background of the project to the Board and then return subsequently to provide a recommendation of a Design-Builder for the Bonnie Park Ecological Restoration and Site Improvement Project and correlating Guaranteed Maximum Price in the coming months.

c. *Conservation Planning - West Virginia White Butterfly – Hinckley Reservation*
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer, Nidia Arguedas, PhD, Conservation Planner)

A species of concern for the Lake Erie-Allegheny Partnership for Biodiversity (LEAP) and found in Cleveland Metroparks only in the Hinckley Reservation, the West Virginia White butterfly flies the rich woodlands the few warm, sunny days of early spring. Following its short awakening, it then "disappears" into the undergrowth.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

A flagstone species of vulnerability for the highest quality beech maple forests, protection of this little butterfly in Cleveland Metroparks requires many partners including observations by Outdoor Experiences, hours of work by Watershed Stewardship Center volunteers, carefully executed invasive plant control by Natural Resources, and mapping and tracking of the butterfly by Planning and Design GIS (Geographic Information Systems) staff for regional coordination of these efforts with LEAP.

- d. *Notice of Bidding – Scenic Park Bridge Deck Overlay – Rocky River Reservation***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer, John C. Kilgore, P.E., Manager of Facilities Engineering)

The Scenic Park Bridge (RRBRG005) was originally constructed in 1959 and underwent a major rehabilitation in 1997. The bridge, which is one of the forty-six (46) ODOT rated vehicular bridges in the Park District, is critical to Valley Parkway and the Emerald Necklace system as it sits at the northern gateway to the Rocky River Reservation. The bridge, which crosses the Rocky River, also serves as the only access point for the City of Lakewood to access their Wastewater Treatment Plant.

Annual bridge inspections have demonstrated the need for the replacement of the bridge deck overlay, which consists of a 1-1/4" thick micro-silica concrete material. Staff will provide a background on the bridge and the proposed work to take place.

- 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.

- f. *Virtual Reality***
(Anthony Joy, Joy, Chief Information Officer/Brandon Miller, Interpretive Technology Technician)

To continue its mission of conservation, education, and recreation, Cleveland Metroparks seeks to provide virtual and mixed reality experiences to people who are unable to visit our parks or to provide additional educational opportunities to its guests. To accomplish this goal, Cleveland Metroparks has identified specific technology to enable instructor-guided and self-guided virtual reality experiences.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, August 16, 2018, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT TO EXECUTIVE SESSION.

No. 18-07-102: At 9:49 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, 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. 18-07-103: There being no further matters to come before the Board, upon motion by Vice President Rinker, seconded by Vice President Berry, and carried, Vice President Rinker adjourned the meeting at 10:11 a.m.

Vote on the motion was as follows:

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

Note: President Moore was not in attendance during adjournment of the meeting.

President.

Attest:

Secretary.

CLEVELAND METROPARKS
Appropriation Summary - 2018

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #4 7/19/2018	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 49,001,929	\$ -	\$ 49,001,929	\$ (14,381)	\$ 13,472 A	\$ 49,001,020
52	Employee Fringe Benefits	18,199,468	18,271	18,217,739	(46,464)	8,991 B	18,180,266
53	Contractual Services	14,597,705	1,217,528	15,815,233	70,080	(4,000) C	15,881,313
54	Office Operations	25,120,411	1,162,729	26,283,140	82,988	30,502 D	26,396,630
	Operating Subtotal	106,919,513	2,398,528	109,318,041	92,223	48,965	109,459,229
CAPITAL							
572	Capital Labor	1,075,000	-	1,075,000	-	-	1,075,000
572	Capital Materials	5,157,791	522,220	5,680,011	66,401	(191,563) E	5,554,849
573	Capital Contracts	24,848,552	5,933,878	30,782,430	3,389,798	335,519 F	34,507,747
574	Capital Equipment	2,419,599	368,707	2,788,306	294,867	-	3,083,173
575	Zoo Animals	75,000	2,100	77,100	-	-	77,100
576	Land	4,196,000	2,181	4,198,181	-	300,000 G	4,498,181
	Capital Subtotal	37,771,942	6,829,086	44,601,028	3,751,066	443,956	48,796,050
TOTALS							
Grand totals		\$ 144,691,455	\$ 9,227,614	\$ 153,919,069	\$ 3,843,289	\$ 492,921	\$ 158,255,279

**Cleveland Metroparks
Golf Operations
6/30/2018**

	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
Operating Revenues:							
Driving Range/Practice Tee	154,563	304,786	50.7%	149,019	334,800	185,781	44.5%
Equipment Rentals	373,105	1,476,430	25.3%	497,267	1,533,158	1,035,891	32.4%
Food Service	309,709	751,000	41.2%	368,021	917,650	549,629	40.1%
Greens Fees	1,188,133	3,330,279	35.7%	1,191,131	3,285,241	2,094,110	36.3%
Merchandise Sales	140,243	382,285	36.7%	154,066	370,500	216,434	41.6%
Professional Services	55,268	128,102	43.1%	123,791	118,423	(5,368)	104.5%
Other Golf Revenue	229,788	421,554	54.5%	227,633	306,430	78,797	74.3%
Total Revenues	2,450,810	6,794,436	36.1%	2,710,927	6,866,202	4,155,275	39.5%
Operating Expenditures:							
Salaries and Benefits	1,878,821	3,936,501	47.7%	1,802,604	4,106,122	2,303,517	43.9%
Contractual Services	12,313	61,709	20.0%	11,608	58,319	46,711	19.9%
Operations	849,691	2,715,799	31.3%	1,047,134	2,755,975	1,708,841	38.0%
<i>Utilities</i>	<i>173,003</i>	<i>517,542</i>	<i>33.4%</i>	<i>170,503</i>	<i>532,236</i>	<i>361,733</i>	<i>32.0%</i>
<i>Operating Expenses</i>	<i>676,688</i>	<i>2,198,257</i>	<i>30.8%</i>	<i>876,631</i>	<i>2,223,739</i>	<i>1,347,108</i>	<i>39.4%</i>
Total Operating Expenditures	2,740,825	6,714,009	40.8%	2,861,346	6,920,416	4,059,070	41.3%
Operating Results - Surplus/(Subsidy)	(290,015)	80,427	-460.6%	(150,419)	(54,214)	96,205	-277.5%
Capital Expenditures:							
Capital Labor	-	-	0.0%	95,408	400,000	304,592	23.9%
Capital Material	31,956	952,400	3.4%	107,345	507,576	400,231	21.1%
Capital Contracts	191,929	1,486,677	12.9%	241,329	1,305,750	1,064,421	18.5%
Capital Equipment	389,026	697,663	55.8%	475,874	646,473	170,599	73.6%
Total Capital Expenditures	612,911	3,136,740	19.5%	919,957	2,859,799	1,939,843	32.2%
Net Surplus/(Subsidy)	(902,926)	(3,056,313)	29.5%	(1,070,375)	(2,914,013)	(1,843,638)	36.7%

**Cleveland Metroparks
Golf Operations by Location
6/30/2018**

	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)	
	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues:										
Driving Range/Practice Tee	-	-	-	-	-	-	856	791	49,112	46,934
Equipment Rentals	71,315	89,240	24,382	26,283	15,862	15,351	63,250	90,542	78,222	101,962
Food Service	76,065	80,763	9,513	11,233	5,494	5,712	38,399	43,446	109,724	132,717
Greens Fees	237,845	229,239	58,371	60,773	54,408	50,965	216,608	216,530	247,853	250,430
Merchandise Sales	24,891	31,023	7,365	6,112	5,181	5,028	20,912	24,587	36,291	39,309
Professional Services	410	263	-	-	890	6,554	1,040	7,465	11,252	11,329
Other Golf Revenue	21,627	31,000	14,224	5,915	10,833	4,497	21,403	20,544	25,358	35,201
Operating Revenues	432,154	461,527	113,854	110,317	92,667	88,107	362,467	403,905	557,811	617,881
Operating Expenditures:										
Salaries and Benefits	282,748	261,929	61,388	75,345	67,602	56,242	246,184	246,373	291,654	316,026
Contractual Services	1,523	2,693	863	619	290	158	728	566	5,712	4,663
Operations	64,175	171,521	39,966	48,185	38,957	37,700	127,119	146,119	235,600	243,603
Utilities	18,382	19,943	9,918	13,241	17,777	7,417	40,641	34,806	36,889	32,761
Operating Expenses	45,794	151,578	30,048	34,945	21,181	30,282	86,479	111,313	198,712	210,842
Operating Expenditures	348,447	436,143	102,216	124,150	106,849	94,099	374,031	393,058	532,967	564,292
Operating Surplus/(Subsidy)	83,707	25,385	11,638	(13,833)	(14,181)	(5,992)	(11,564)	10,847	24,845	53,589
Capital Expenditures:										
In-House Capital Labor	-	-	-	-	-	-	-	2,930	-	2,125
Capital Material	-	13,961	-	-	-	-	4,228	7,659	3,180	313
Capital Contracts	-	18,073	-	-	-	-	53,839	14,582	6,608	-
Capital Equipment	-	-	-	-	-	-	389,026	-	-	316,875
Capital Expenditures	-	32,034	-	-	-	-	447,094	25,172	9,787	319,312
Net Surplus/(Subsidy)	83,707	(6,649)	11,638	(13,833)	(14,181)	(5,992)	(458,658)	(14,325)	15,058	(265,724)

	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Golf Admin		Total	
	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues:										
Driving Range/Practice Tee	35,019	32,709	65,752	65,804	3,824	2,781	-	-	154,563	149,019
Equipment Rentals	61,839	90,176	8,206	8,316	50,030	75,396	-	-	373,105	497,267
Food Service	35,506	41,944	7,608	7,567	27,400	44,638	-	-	309,709	368,021
Greens Fees	189,851	180,126	37,167	31,764	146,031	171,306	-	-	1,188,133	1,191,131
Merchandise Sales	18,428	23,298	7,795	9,159	9,456	15,550	9,924	14,133	140,243	168,199
Professional Services	23,661	23,531	6,880	29,805	11,135	44,845	-	-	55,268	123,791
Other Golf Revenue	10,944	22,022	92,916	75,401	29,008	18,920	3,475	-	229,788	213,500
Operating Revenues	375,249	413,806	226,325	227,815	276,884	373,435	13,399	14,133	2,450,810	2,710,927
Operating Expenditures:										
Salaries and Benefits	221,263	228,770	112,048	115,592	253,206	239,193	342,728	263,134	1,878,821	1,802,604
Contractual Services	929	1,382	819	359	842	1,168	608	-	12,313	11,608
Operations	106,192	151,724	40,206	58,818	97,906	135,280	39,227	54,183	789,349	1,047,134
Utilities	20,518	23,788	11,595	15,869	15,988	20,844	1,296	1,833	173,003	170,503
Operating Expenses	85,674	127,935	28,610	42,950	81,917	114,436	37,931	52,350	616,346	876,631
Operating Expenditures	328,383	381,875	153,073	174,770	351,954	375,641	382,564	317,317	2,680,483	2,861,346
Operating Surplus/(Subsidy)	46,865	31,931	73,252	53,046	(75,070)	(2,206)	(369,165)	(303,184)	(229,673)	(150,419)
Capital Expenditures:										
In-House Capital Labor	-	-	-	-	-	-	-	90,353	-	95,408
Capital Material	-	-	-	-	24,548	-	-	85,413	31,956	107,345
Capital Contracts	-	-	-	-	131,483	-	-	208,674	191,929	241,329
Capital Equipment	-	-	-	-	-	-	-	158,999	389,026	475,874
Capital Expenditures	-	-	-	-	156,031	-	-	543,439	612,911	919,957
Net Surplus/(Subsidy)	46,865	31,931	73,252	53,046	(231,101)	(2,206)	(369,165)	(846,624)	(842,584)	(1,070,375)

Cleveland Metroparks Zoo
Zoo Operations
6/30/2018

	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
Operating Revenues:							
General & Special Event Admissions	1,579,167	4,114,800	38.4%	1,526,287	4,253,147	2,726,860	35.9%
Zoo Guest Experience	478,989	973,363	49.2%	441,925	1,073,941	632,016	41.1%
Zoo Society Attendance	815,808	1,982,500	41.2%	731,022	2,005,250	1,274,228	36.5%
Zoo Souvenirs/Refreshments	416,099	1,587,620	26.2%	346,242	1,687,600	1,341,358	20.5%
Education	360,727	870,548	41.4%	289,947	396,831	106,884	73.1%
Zoo Rental and Events	217,072	-	0.0%	176,813	450,000	273,187	39.3%
Consignment Admissions	62,205	400,000	15.6%	46,376	400,000	353,624	11.6%
Gifts & Donations	21,013	200	10506.5%	2,915	200	(2,715)	1457.5%
Miscellaneous	9,592	10,729	89.4%	229	10,488	10,259	2.2%
Total Revenues	3,960,671	9,939,760	39.8%	3,561,756	10,277,457	6,715,701	34.7%
Operating Expenditures:							
Salaries and Benefits	6,964,261	15,053,495	46.3%	7,227,839	16,228,527	9,000,688	44.5%
Contractual Services	116,654	298,316	39.1%	95,828	462,268	366,440	20.7%
Operations	2,029,477	5,549,216	36.6%	2,365,724	5,570,370	3,204,647	42.5%
<i>Utilities</i>	<i>1,041,381</i>	<i>2,485,305</i>	<i>41.9%</i>	<i>1,198,461</i>	<i>2,482,986</i>	<i>1,284,525</i>	<i>48.3%</i>
<i>Operating Expenses</i>	<i>988,096</i>	<i>3,063,911</i>	<i>32.2%</i>	<i>1,167,263</i>	<i>3,087,384</i>	<i>1,920,122</i>	<i>37.8%</i>
Total Operating Expenditures	9,110,391	20,901,027	43.6%	9,689,391	22,261,166	12,571,774	43.5%
Operating Surplus/(Subsidy)	(5,149,719)	(10,961,267)	47.0%	(6,127,635)	(11,983,709)	(5,856,073)	51.1%
Capital Revenues:							
Zoo Animal Revenue	1,077	-	0%	-	-	-	0%
Total Revenues	1,077	-	-	-	-	-	-
Capital Expenditures:							
Capital Labor	-	-	0.0%	28,503	-	(28,503)	0.0%
Capital Material	125,074	812,268	15.4%	174,929	1,224,745	1,049,816	14.3%
Capital Contracts	473,071	3,805,138	12.4%	944,239	6,681,068	5,736,829	14.1%
Capital Equipment	93,591	418,491	22.4%	303,382	641,701	338,319	47.3%
Animal Acquisition	22,228	88,467	25.1%	18,821	77,100	58,279	24.4%
Total Capital Expenditures	713,965	5,124,364	13.9%	1,469,874	8,624,614	7,183,244	17.0%
Capital Surplus/(Subsidy)	(712,887)	(5,124,364)	13.9%	(1,469,874)	(8,624,614)	(7,183,244)	17.0%
Restricted Fund Revenue:							
Operating	161,888	278,200	58.2%	291,377	415,388	124,011	70.1%
Capital	127,071	3,744,784	3.4%	3,478,147	4,028,909	550,762	86.3%
Total Restricted Fund Revenues	288,959	4,022,984	7.2%	3,769,524	4,444,297	674,773	84.8%
Restricted Fund Expenditures:							
Operating	422,274	1,254,148	33.7%	299,057	1,191,420	892,362	25.1%
Capital	371,430	3,056,268	12.2%	4,124,244	4,581,401	457,158	90.0%
Total Restricted Fund Expenditures	793,705	4,310,416	18.4%	4,423,301	5,772,821	1,349,520	76.6%
Restricted Fund Surplus/(Subsidy)	(504,746)	(287,432)	175.6%	(653,777)	(1,328,524)	(674,747)	49.2%

Cleveland Metroparks
Enterprise Operations
6/30/2018

	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
Operating Revenues:							
Concession Sales	1,662,038	4,551,010	36.5%	1,878,677	5,161,700	3,283,023	36.4%
Dock Rentals	689,555	665,000	103.7%	716,694	695,000	(21,694)	103.1%
Chalet Operations	189,428	454,068	41.7%	177,875	425,868	247,993	41.8%
Hayrides	2,625	23,625	11.1%	983	25,000	24,018	3.9%
Aquatics	100,814	206,375	48.8%	113,246	210,450	97,204	53.8%
Damages and Fines	1,125	2,240	50.2%	870	2,240	1,370	38.8%
Total Revenues	2,645,585	5,902,318	44.8%	2,888,344	6,520,258	3,631,914	44.3%
Operating Expenditures:							
Salaries and Benefits	1,296,165	3,107,096	41.7%	1,458,907	3,759,048	2,300,141	38.8%
Contractual Services	36,378	98,267	37.0%	17,657	85,852	68,195	20.6%
Operations	806,810	2,899,247	27.8%	997,596	3,057,853	2,060,256	32.6%
Total Operating Expenditures	2,139,354	6,104,610	35.0%	2,474,161	6,902,753	4,428,593	35.8%
Operating Results - Surplus/(Subsidy)	506,231	(202,292)	350.2%	414,184	(382,495)	(796,679)	208.3%

Cleveland Metroparks
Enterprise Operations by Location
6/30/2018

	Merwin's Wharf		Wallace Lake		Huntington Concessions		Edgewater Beach House	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	817,942	866,324	23,334	22,855	72,560	67,665	272,559	353,348
Operating Expenditures	820,439	900,974	21,009	15,710	51,233	57,117	154,470	209,954
Operating Surplus/(Subsidy)	(2,497)	(34,650)	2,325	7,145	21,327	10,548	118,089	143,394

	Mobile Concessions		Hinckley Lake Concessions		Edgewater Pier		East 55th Restaurant	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	-	-	17,255	12,679	54,189	38,889	110,183	156,119
Operating Expenditures	1,218	-	17,949	15,848	39,405	35,207	138,008	138,131
Operating Surplus/(Subsidy)	(1,218)	-	(694)	(3,170)	14,783	3,682	(27,825)	17,987

	East 55th Marina		Emerald Necklace Restaurant		Emerald Necklace Marina		Parking	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	602,430	653,182	76,819	105,821	192,803	238,784	112,644	80,576
Operating Expenditures	135,984	103,344	91,515	138,894	79,155	107,878	6,151	9,320
Operating Surplus/(Subsidy)	466,446	549,838	(14,696)	(33,073)	113,647	130,907	106,493	71,256

	Chalet		Ledge Lake		Enterprise Administration		Total	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	192,053	178,857	100,814	113,246	-	-	2,645,585	2,888,344
Operating Expenditures	170,266	202,760	47,689	53,906	364,860	485,117	2,139,354	2,474,161
Operating Surplus/(Subsidy)	21,786	(23,903)	53,124	59,340	(364,860)	(485,117)	506,231	414,184

Cleveland Metroparks
Nature Shops and Kiosk Operations
6/30/2018

	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
Operating Revenues:							
Charges for Services	211,540	556,500	38.0%	187,646	655,000	467,355	28.6%
Total Revenues	211,540	556,500	38.0%	187,646	655,000	467,355	28.6%
Operating Expenditures:							
Salaries and Benefits	113,654	268,205	42.4%	126,907	336,097	209,190	37.8%
Contractual Services	3,043	15,112	20.1%	8,485	17,339	8,854	48.9%
Operations	87,109	250,360	34.8%	106,489	289,603	183,114	36.8%
Total Operating Expenditures	203,805	533,677	38.2%	241,881	643,039	401,158	37.6%
Operating Results - Surplus/(Subsidy)	7,735	22,823	-66.1%	(54,236)	11,961	66,197	-553.4%
Capital Expenditures:							
Capital Material	-	-	-	-	-	-	-
Capital Equipment	3,043	3,010	101.1%	-	591	591	0.0%
Total Capital Expenditures	3,043	3,010	101.1%	-	591	591	0.0%
Net Surplus/(Subsidy)	4,692	19,813	-76.3%	(54,236)	11,370	65,606	-577.0%

**Cleveland Metroparks
Kiosk/Nature Shop Operations by Location
6/30/2018**

	North Chagrin		Rocky River		West Creek		Hinckley Lake Boat Shop	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	29,601	26,975	57,252	44,426	15,151	12,187	89,524	83,109
Operating Expenditures	16,143	15,229	35,997	39,562	10,359	9,779	68,921	90,552
Operating Surplus/(Subsidy)	13,458	11,746	21,255	4,864	4,792	2,409	20,603	(7,443)

	Nature Shop Mobile		Great Northern Kiosk		Southpark Kiosk		Retail Division/Admin	
	2017	2018	2017	2018	2017	2018	2017	2018
Operating Revenues	20,013	8,185	-	-	-	-	-	-
Operating Expenditures	513	830	1,932	4,030	1,669	-	68,272	63,743
Operating Surplus/(Subsidy)	19,499	7,355	(1,932)	(4,030)	(1,669)	-	(68,272)	(63,743)

	Nature Shop Edgewater		Total	
	2017	2018	2017	2018
Operating Revenues	-	12,763	211,540	187,646
Operating Expenditures	-	18,156	203,805	241,881
Operating Surplus/(Subsidy)	-	(5,393)	7,735	(54,236)

**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED JUNE 30, 2018**

ACCOUNTS RECEIVABLE

RANGER/COURT FINES RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$670,594	\$105,855	\$36,757	\$320,523	\$1,133,729

Total
\$36,471

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
06/01/18	PNC Bank	Money Market (A)	29	0.99%	06/30/18	\$6,365	\$7,980,796
06/01/18	Fifth Third Securities	Money Market (B)	29	1.53%	06/30/18	\$3,909	\$3,163,015
Various	Fifth Third Securities	Certificates of Deposit (C)	29	Various	Various	\$886	\$1,500,000
06/01/18	STAR Ohio	State pool (D)	29	2.02%	06/30/18	\$19,124	\$11,771,363
06/01/18	STAR Plus	State pool (F)	29	1.97%	06/30/18	\$1,059	\$667,682

(A) Government Performance Money Market Account.

\$25,082,856

Investment balance ranged from \$11,974,431 to \$7,980,796 in June.

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

Investment balance ranged from \$2,908,221 to \$3,163,015 in June.

(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 \$11,752,239 to \$11,771,363 in June.

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

Investment balance ranged from \$666,622 to \$667,682 in June.

CLEVELAND METROPARKS
Appropriation Summary - 2018

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #4 7/19/2018	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 49,001,929	\$ -	\$ 49,001,929	\$ (14,381)	\$ 13,472 A	\$ 49,001,020
52	Employee Fringe Benefits	18,199,468	18,271	18,217,739	(46,464)	8,991 B	18,180,266
53	Contractual Services	14,597,705	1,217,528	15,815,233	70,080	(4,000) C	15,881,313
54	Office Operations	25,120,411	1,162,729	26,283,140	82,988	30,502 D	26,396,630
	Operating Subtotal	106,919,513	2,398,528	109,318,041	92,223	48,965	109,459,229
CAPITAL							
572	Capital Labor	1,075,000	-	1,075,000	-	-	1,075,000
572	Capital Materials	5,157,791	522,220	5,680,011	66,401	(191,563) E	5,554,849
573	Capital Contracts	24,848,552	5,933,878	30,782,430	3,389,798	335,519 F	34,507,747
574	Capital Equipment	2,419,599	368,707	2,788,306	294,867	-	3,083,173
575	Zoo Animals	75,000	2,100	77,100	-	-	77,100
576	Land	4,196,000	2,181	4,198,181	-	300,000 G	4,498,181
	Capital Subtotal	37,771,942	6,829,086	44,601,028	3,751,066	443,956	48,796,050
TOTALS							
Grand totals		\$ 144,691,455	\$ 9,227,614	\$ 153,919,069	\$ 3,843,289	\$ 492,921	\$ 158,255,279

CLEVELAND METROPARKS
Appropriations 2018 - Legend - Amendment #4

OPERATING

51 SALARIES

- \$ 17,472 Increase of appropriations for full time position related to Beech Leaf Disease grant.
 Appropriation increase covered by Division of Forest Service Grant.

- (2,000) Transfer of appropriations to Toilet Rental to provide necessary facilities at Huntington Beach.
 Net budget effect is zero.

- (2,000) Transfer of appropriations to Uniforms to provide uniforms for auxiliary officers.
 Net budget effect is zero.

A	\$	13,472	Total increase (decrease) to Fringe Benefits
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52 FRINGE BENEFITS

- \$ 8,991 Increase of appropriations for benefits for full time position related to Beech Leaf Disease grant.
 Appropriation increase covered by Division of Forest Service Grant.

B	\$	8,991	Total increase (decrease) to Fringe Benefits
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53 CONTRACTUAL SERVICES

- \$ (1,000) Transfer of appropriations to Toilet Rental to provide necessary facilities at Huntington Beach.
 Net budget effect is zero.

- (3,000) Transfer of appropriations to Internet Services to provide Internet & public WiFi at Ledge Facility
 Net budget effect is zero.

C	\$	(4,000)	Total increase (decrease) to Contractual Services
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54 OFFICE OPERATIONS

- \$ 2,116 Increase of appropriations for training and conference expenses related to Beech Leaf Disease grant.
 Appropriation increase covered by Division of Forest Service Grant.

- 3,200 Increase of appropriations for donations to be made received from boxes on zoo ground.
 Appropriation increase is covered by donations collected.

- 4,000 Transfer of appropriations from Capital Materials for interior painting.
 Net budget effect is zero.

- 291 Increase in appropriations for program scholarships.
 Appropriation increase covered by Restricted Fund balance.

- 1,395 Increase in appropriations for conference and training travel.
 Appropriation increase covered by reimbursement from International Center for Free & Open Source Software.

- 3,000 Transfer of appropriations from Tuition & Misc. Services to provide necessary facilities at Huntington Beach.
 Net budget effect is zero.

- 3,000 Transfer of appropriations from Misc. Contracts to provide Internet & public WiFi at Ledge Facility
 Net budget effect is zero.

CLEVELAND METROPARKS
Appropriations 2018 - Legend - Amendment #4

- 10,000 Increase in appropriations for CanalWay Tours.
 Appropriation increase to be covered by user fees. If registration will not cover expenses, program will be cancelled.
- 2,000 Transfer of appropriations from Salaries-Full Time to provide uniforms for auxiliary officers.
 Net budget effect is zero.
- 1,500 Increase in appropriations for expanded revenue-generating program offerings in 2018.
 Appropriation increase to be covered by user fees.

D \$ 30,502 Total increase (decrease) to Office Operations

\$ 35,493 TOTAL INCREASE (DECREASE) TO OPERATIONS

CAPITAL

572 CAPITAL MATERIALS

- \$ (237,563) Transfer of appropriations to Capital Contracts for Seneca Phase III expenses.
 Net budget effect is zero.
- 50,000 Transfer of appropriations from Capital Contracts for Seneca Phase III materials.
 Net budget effect is zero.
- (4,000) Transfer of appropriations to Office Operations to cover the cost of interior painting.
 Net budget effect is zero.

E \$ (191,563) Total increase (decrease) to Capital Materials

573 CAPITAL CONTRACTS

- \$ 237,563 Transfer of appropriations from Capital Materials for the Seneca Phase III expenses.
 Net budget effect is zero.
- (300,000) Transfer of appropriations to Land.
 Net budget effect is zero.
- (50,000) Transfer of appropriations to Capital Materials for Seneca Phase III materials.
 Appropriation increase is covered by new McGregor Foundation grant.
- 444,956 Increase in appropriations for Wendy Park Bridge.
 Appropriation increase is covered by new grant money from TPL.
- 3,000 Increase in appropriations for Whiskey Island Docks.
 Appropriation increase is covered by new grant money from FDL.

F \$ 335,519 Total increase (decrease) to Capital Contracts

CLEVELAND METROPARKS**Appropriations 2018 - Legend - Amendment #4**

576 LAND

\$ 300,000 Transfer of appropriations from Capital Contracts.
Net budget effect is zero.

G \$ 300,000 Total increase (decrease) to Land

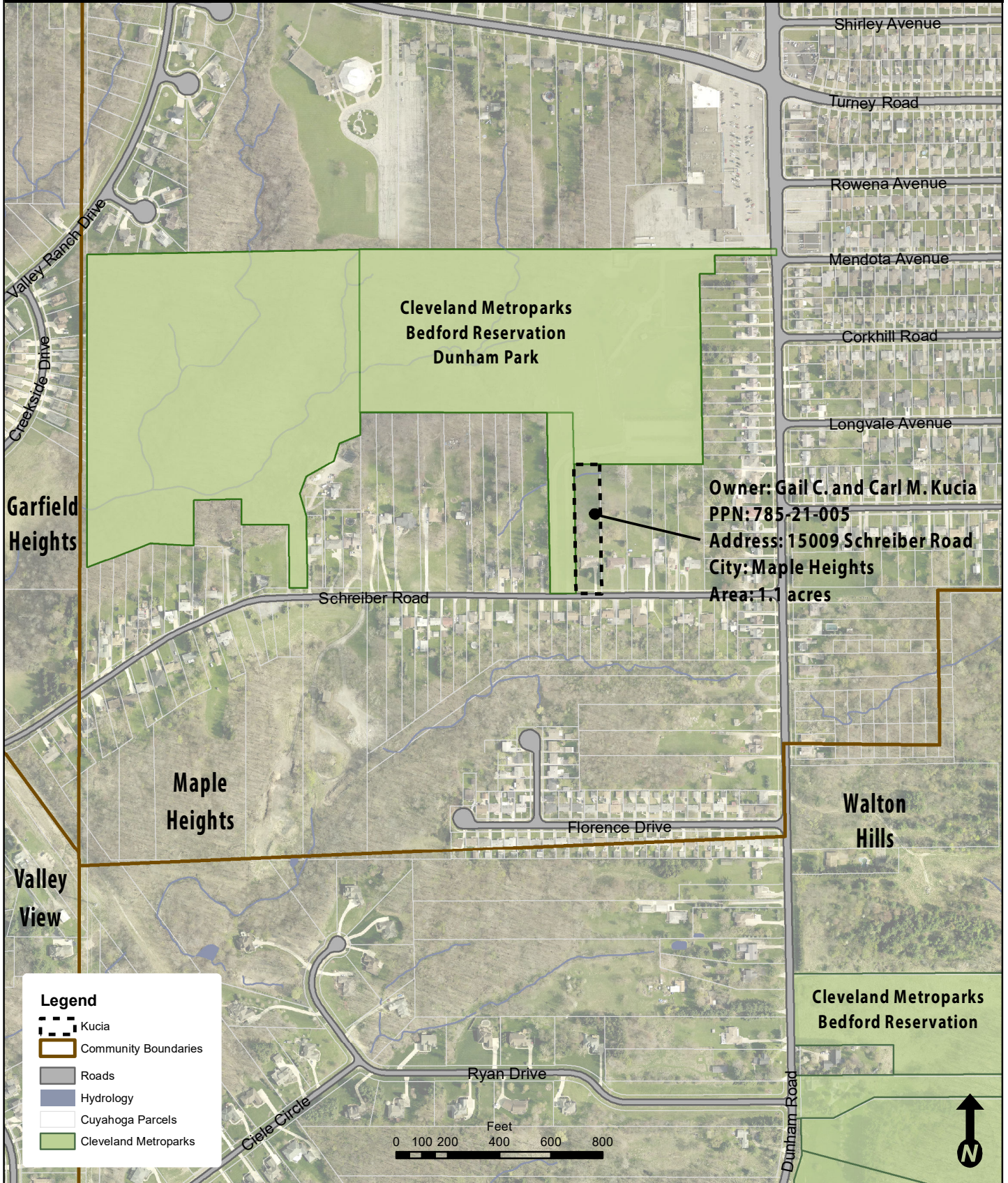
\$ 143,956 TOTAL INCREASE (DECREASE) TO CAPITAL

\$ 492,921 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT

Bedford Reservation - Dunham Park



Kucia Property



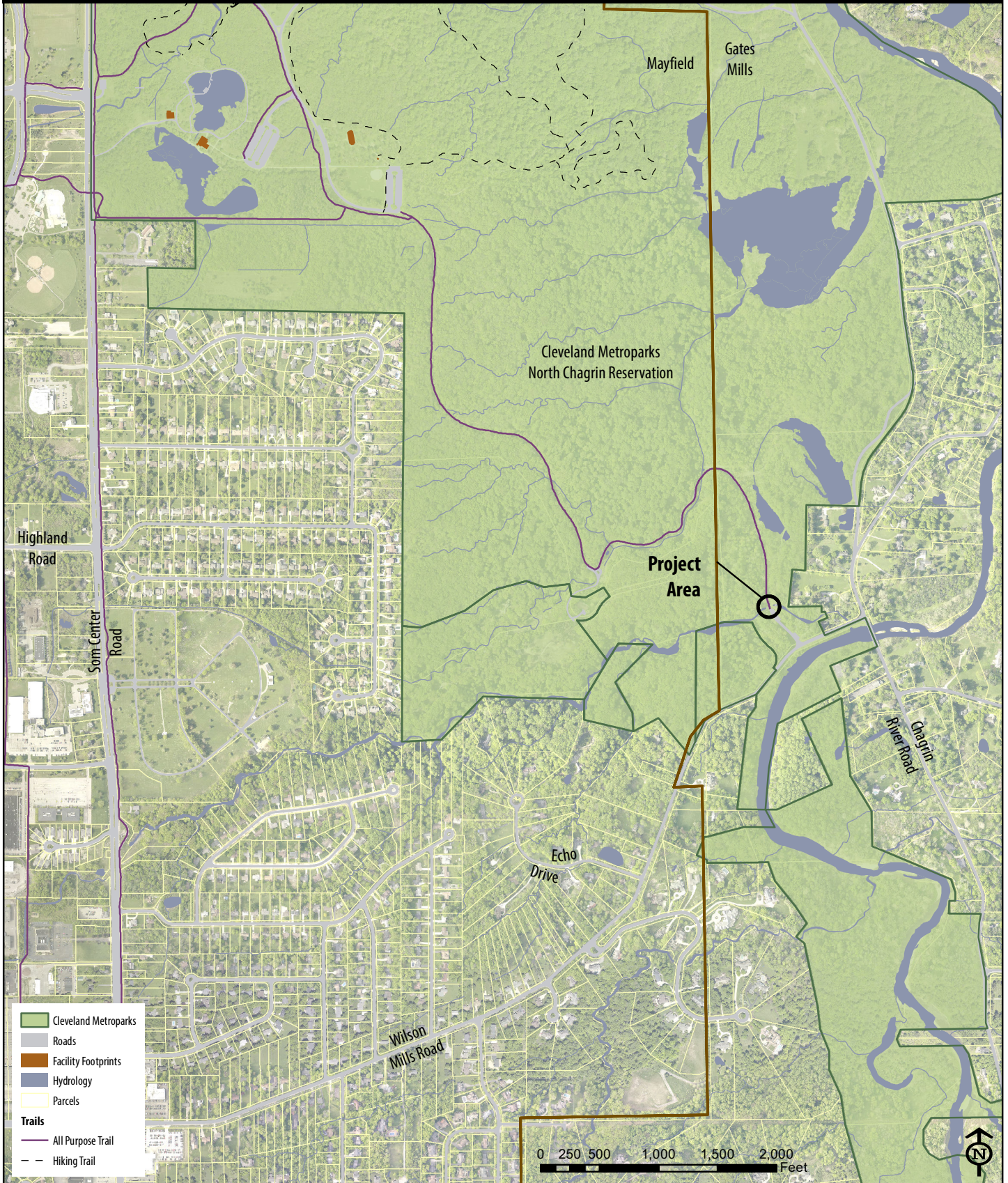
South Chagrin Reservation

Chagrin River Restoration at Jackson Field



North Chagrin Reservation

Beecher's Brook Restoration



RESOLUTION NO. 18-07-089

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 June 15, 2018 in the amount of \$1,771,720.24

Checks dated June 22, 2018 in the amount of \$1,023,128.99

Checks dated June 29, 2018 in the amount of \$3,185,922.87

Checks dated July 6, 2018 in the amount of \$1,736,721.10

Net Payroll dated May 13, 2018 to May 26, 2018 in the amount of \$1,420,642.94

Withholding Taxes in the amount of \$317,599.09

Net Payroll dated May 27, 2018 to June 9, 2018 in the amount of \$1,558,655.68

Withholding Taxes in the amount of \$339,371.13

Net Payroll dated June 10, 2018 to June 23, 2018 in the amount of \$1,629,046.82

Withholding Taxes in the amount of \$361,844.45

Bank Fees/ADP Fees in the amount of \$52,844.94

ACH Debits (First Energy; Sales Tax) in the amount of \$335,000.86

Visa/Travel Purchasing Card dated June 10, 2018 to July 7, 2018 in the amount of \$391,516.07

Total amount: \$14,124,015.18

PASSED: July 19, 2018

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 18-07-089** listed above.