

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

SEPTEMBER 18, 2019**

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

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

APPROVAL OF MINUTES.

No. 19-09-110: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve the minutes from the Regular Meeting of August 15, 2019, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

Nays: None.

APPROVAL OF SPECIAL MINUTES.

No. 19-09-111: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve the minutes from the Special Meeting of September 10, 2019, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

Nays: None.

FINANCIAL REPORT.

Chief Financial Officer, William Chorba, presented a Comparative Summary of Revenues & Expenditures 2019 vs. 2018 Year-To-Date, for the Month Ended August 31, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **89854** to **89860** and they were filed for audit.

ACTION ITEMS.

- (a) **2019 Budget Adjustment No. 8**
(Originating Sources: William Chorba, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

The following amendments are requested for Board approval:

CLEVELAND METROPARKS
Appropriation Summary - 2019

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #8 9/18/2019	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 53,558,482	\$ -	\$ 53,558,482	\$ (155,871)	\$ 2,000 A	\$ 53,404,611
52	Employee Fringe Benefits	18,477,174	20,446	18,497,620	77,549	-	18,575,169
53	Contractual Services	14,727,221	900,758	15,627,979	325,831	750 B	15,954,560
54	Office Operations	25,262,956	1,623,806	26,886,762	576,269	179,059 C	27,642,090
	Operating Subtotal	112,025,833	2,545,010	114,570,843	823,778	181,809	115,576,430
CAPITAL							
571	Capital Labor	1,110,000	-	1,110,000	14,000	-	1,124,000
572	Capital Materials	1,893,884	536,076	2,429,960	886,076	146,174 D	3,462,210
573	Capital Contracts	14,432,303	3,682,444	18,114,747	3,153,765	893,143 E	22,161,655
574	Capital Equipment	2,670,302	280,328	2,950,630	346,983	32,682 F	3,330,295
575	Zoo Animals	75,000	-	75,000	(10,000)	-	65,000
576	Land	9,191,274	16,956	9,208,230	-	-	9,208,230
	Capital Subtotal	29,372,763	4,515,804	33,888,567	4,390,824	1,071,999	39,351,390
TOTALS							
Grand totals		\$ 141,398,596	\$ 7,060,814	\$ 148,459,410	\$ 5,214,602	\$ 1,253,808	\$ 154,927,820

An explanation of the adjustments, by category, can be found on pages **89861** to **89863**. The net effect of all adjustments is an increase of \$1,253,808, all of which is provided for by increased revenue, donations, grants, or other restricted funds.

ACTION ITEMS (cont.)

No. 19-09-112: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve the 2019 Budget Adjustment No. 8 for a total increase of \$1,253,808 as delineated on pages **89861** to **89863**.

Vote on the motion was as follows:

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

(b) ***Authorization of the 2020 Tax Levy Estimated Rates***
(Originating Source: William Chorba, Chief Financial Officer)

By statute, the Board of Park Commissioners are required to adopt a resolution accepting the amounts and rates determined by the County Budget Commission, and authorizing them to levy the taxes necessary. The Summary of Amounts Required from General Property Tax, approved by the Budget Commission and County Fiscal Officer's Estimated Tax Rates are as follows:

SCHEDULE A

**Summary of Amounts Required from General Property Tax
 Approved by Budget Commission and County Fiscal Officer's Estimated Tax Rates**

	Estimate of amount to be derived from levies	County Fiscal Officer's Estimate of Tax to be Levied	
		Inside 10-Mill Limit	Outside 10-Mill Limit
General/Capital Funds	\$ (A)	.05	2.7

(A) To be provided by County Budget Commission in mid-December.

No. 19-09-113: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve the resolution above, hereby directing the Secretary of this Board to certify a copy of this resolution to the Cuyahoga County Fiscal Officer.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)

- (c) ***Bedford Reservation Expansion: Authorization to Submit Grant Application and Commit Funds – Cleveland Electric Illuminating Company Property (±88 acres)***
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Natalie Ronayne, Chief Development Officer/Kristen Trolino, Grants Manager/Rosalina M. Fini, Chief Legal & Ethics Officer/Kyle G. Baker, Director of Real Estate & Senior Assistant Legal Counsel/Stephanie Kutsko, Real Estate Manager/Isaac D. Smith, Conservation Program Manager)

On June 11, 2019, pursuant to Board Resolution No. 19-06-075, the Board authorized the purchase of the ±88-acre Cleveland Electric Illuminating Company Property (“CEI Property”) located north of Alexander Road in the Village of Walton Hills and adjacent to Cleveland Metroparks Bedford Reservation (reference map, page **89864**). The Board authorized the purchase of the CEI Property for \$1,181,250. Since the Board authorized the purchase, staff has been working on identifying grant sources to help fund the acquisition and add the CEI Property to Cleveland Metroparks ±2,517-acre Bedford Reservation.

The Clean Ohio Conservation Fund, administered by the Ohio Public Works Commission, provides funds for acquisition of greenspace in order to conserve natural areas and protect the state’s natural resources. Cleveland Metroparks proposes to apply to this program for funding to acquire the CEI Property. The CEI Property is adjacent to the southern boundary of the recently acquired Astorhurst Park, which was acquired with assistance from the Clean Ohio Conservation Fund.

This 88-acre property would be a significant acquisition for Bedford Reservation as it is comprised of wooded ravines along with forests of varying age classes, open meadows and a pine plantation. The ravines include a mature intact mixed mesic forest and the steep slopes host a diverse assemblage of plant species. The protection of these headwater streams and riparian areas would serve as additional water quality protection for Tinker’s Creek.

Cleveland Metroparks will request funds from the program for acquisition expenses and associated fees, as well as funds to perform natural resource restoration and management activities on the CEI Property. If awarded, the Clean Ohio Conservation Fund program will fund the project as shown below:

Clean Ohio Conservation Fund (75%):	\$1,027,750
<u>Local Match – Land Donation (25%):</u>	<u>349,431</u>
Total Project:	\$1,377,181

The required resolution is on page **89865**.

ACTION ITEMS (cont.)

In 2013 and 2018 Cleveland Metroparks utilized Clean Ohio Conservation Program funds to acquire a total of 143 acres adjacent to the CEI Property to protect the headwater streams and floodplains of Tinker's Creek. Cleveland Metroparks continues to make the protection of Tinker's Creek a priority, and with the addition of the CEI Property this would create a 231-acre core preserve which otherwise would have faced development pressure. Acquisition of the CEI Property will preserve the slopes, stream valleys, wetlands, and upland woods of the Tinker's Creek watershed.

No. 19-09-114: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the adoption of the resolution to authorize the submittal of a grant application to the Ohio Public Works Commission for funding assistance of ±\$1,027,750 through the Clean Ohio Conservation Fund program as described above; to authorize and agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the program; and further, that the Board authorize the Chief Executive Officer to enter into agreements and execute any other documents as may be required to accept the grants upon award; form of agreement(s) and 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.

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

(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jennifer Grieser, Director of Natural Resources/Constance Hausman, PhD, Plant and Restoration Ecologist/Kristen Trolio, Grants Manager)

The USDA Forest Service (FS) allocated a second round of funding to prioritize research and survey work for emerging forest pests. Cleveland Metroparks submitted a proposal to expand Beech Leaf Disease (BLD) detection and survey work and funding has been awarded to lead that national effort. Existing collaborators include Cleveland Metroparks, Holden Arboretum, USDA Forest Health and Protection and the states of Ohio, Pennsylvania, New York, and Indiana. New collaborators include Ohio NRCS, Western Pennsylvania Conservancy, Pennsylvania State University Extension and other state Natural Heritage Programs. Matching funds include Cleveland Metroparks and partners from the Lake Erie Allegheny Partnership for Biodiversity (LEAP).

ACTION ITEMS (cont.)

Cleveland Metroparks efforts include:

- Expand surveys for presence/absence of BLD in OH, IN, PA, NY, and WV;
- Subcontract work to Kent State University to develop an Android version of Tree Health Survey App (primary BLD reporting mechanism – currently only iOS available);
- Conduct field survey and monitoring training through site visits and workshops; and
- Data analysis and reporting.

Previous project costs were as follows:

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

New project costs are as follows:

USDA FS	\$46,000
Matching funds	<u>46,000</u> (Cleveland Metroparks share)
Subtotal Project:	\$92,000

New Project Total: \$268,000

No. 19-09-115:

It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve the authorization to modify the existing grant agreement with the USDA Forest Service for ±\$46,000 as described above; to authorize and agree to obligate the funds in the amount ±\$46,000 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.)

- (e) ***Resolution of Support for Establishment of the Lake Erie Water Trail in Cuyahoga County***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Kelly Coffman, Senior Strategic Park Planner)

Cleveland Metroparks Outdoor Recreation staff have identified access points for paddle access (kayaks, stand-up paddleboards, and others) in Huntington Reservation, Rocky River Reservation (Emerald Necklace kayak launch, less than one mile from Lake Erie), Lakefront Reservation, Rivergate Park, and the lakefront portion of Euclid Creek Reservation. Staff inquired with Cuyahoga County's six lakefront communities (Bay Village, Rocky River, Lakewood, Cleveland, Bratenahl, and Euclid) to determine interest in access points within their municipal parks. Three communities are designating access points with all communities partnering to help improve education.

Public interest in kayaking and other paddlesports has grown exponentially. The water trail effort includes improving awareness of required safety equipment and precautions, proper interaction with motorized boats and freight vessels, and avoidance of natural hazards. Novice paddlers will be encouraged to seek educational programs and practice paddle skills on inland waters before embarking on Lake Erie.

Partners are working to achieve designation of the proposed Lake Erie Water Trail - Cuyahoga County through the Ohio Department of Natural Resources Division of Watercraft (ODNR). The program currently recognizes 12 water trails across the state, including two along Lake Erie. Requirements for designation include demonstrating a public planning process, developing maps, signage, and a brochure, and obtaining support from local governments.

All lakefront community partners are in the process of providing resolutions or letters in support of the project. Public meetings have been hosted by Rocky River and Euclid, and good outreach occurred at July's Whiskey Island PaddleFest. Other coordination includes the Port of Cleveland, Destination Cleveland, paddlesports groups, the Northeast Ohio Regional Sewer District, and the U.S. Coast Guard. The effort has received press coverage from Cleveland.com, WKSU, WKYC, Fox8, West Life newspaper, and West Shore news. Once designation occurs, the water trail partners are eligible for funding for brochures and signage. The water trail will be promoted on ODNR's website and will deliver educational, economic, and environmental benefits to the surrounding areas.

- No. 19-09-116:** It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the adoption of the resolution on page **89866**, supporting the establishment of the Lake Erie Water Trail - Cuyahoga County and submittal to ODNR for designation.

Vote on the motion was as follows:

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

Nays: None.

ACTION ITEMS (cont.)

- (f) ***Project Agreement – Norfolk Southern Railway Company – Wendy Park Bridge - Lakefront Reservation***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Rosalina M. Fini, Chief Legal and Ethics Officer/Kyle Baker, Director of Real Estate and Sr. Assistant Legal Counsel/Isaac Smith, Conservation Program Manager)

Background:

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

Wendy Park Bridge is a major component of both the TIGER suite of projects and the regional trail system. The bridge provides the connection to Wendy Park from the west bank of The Flats over the busy Norfolk Southern railroad tracks and references of the need for the connection appear on multiple decades-worth of planning studies and documents. Communications with Norfolk Southern regarding the current bridge effort commenced as early as 2011 when the Cuyahoga County Planning Commission sponsored a bridge study. Cleveland Metroparks entered into an agreement with Norfolk Southern in August of 2014 in order to allow Norfolk Southern to review plans and specifications for the proposed bridge. In March of 2015 Cleveland Metroparks, in partnership with L.A.N.D. studio, Inc. and The Trust for Public Land, entered into a contract for development of construction documents for the Wendy Park Bridge.

Detailed conversations, meetings, reviews, analysis, and negotiations have taken place since Norfolk Southern first started reviewing the project concepts. Norfolk Southern stipulations have resulted in numerous design modifications to the bridge and have required Cleveland Metroparks to produce both full engineering drawings (to fabrication level detail) and a comprehensive erection sequencing.

Project Agreement:

The Project Agreement establishes numerous protocols by which the portions of the Wendy Park Bridge that are to be constructed on or over property owned by Norfolk Southern, or that may affect Norfolk Southern operations, shall be executed. A force account of \$321,336 is required to be established as part of the Project Agreement in order for costs incurred by Norfolk Southern, such as, but not limited to, shop drawing review, erection process approval, construction engineering and observation, and railroad flagging, to be recovered from Cleveland Metroparks. Staff will monitor these costs closely during construction. Furthermore, in addition to permitting construction of the bridge, the Project Agreement establishes the framework for a forthcoming easement(s) to be established for the constructed bridge. The funds to be remunerated to Norfolk Southern by Cleveland Metroparks for the value of the easement(s) will be brought forward to the Board with a separate action at a later date.

ACTION ITEMS (cont.)

Due to the nature and effort of securing the Project Agreement, and the stringent timelines associated with the federal TIGER funding, and with time being of the essence, the Project Agreement was signed by the Chief Executive Officer and returned within days of it being supplied by Norfolk Southern. With the receipt of the fully executed Project Agreement on August 27, 2019, all necessary right-of-way has been secured and the subsequent Federal authorization has been granted to allow for the Wendy Park Bridge to be immediately bid.

No. 19-09-117: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to ratify the Chief Executive Officer's execution of the **Project Agreement with Norfolk Southern Railway Company** related to construction of the **Wendy Park Bridge – Lakefront Reservation**, inclusive of a force account in an amount not to exceed \$321,336 in a form acceptable to the Chief Legal and Ethics Officer fully executed on August 27, 2019.

Vote on the motion was as follows:

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

Nays: None.

(g) ***Authorization to Submit Grant Application – ODNR Clean Vessel Act***
(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jarrold McCarthy, Director of Enterprise Operations/Daniel Hearn, General Manager of Marina Facilities/Kristen Trolio, Grants Manager)

Cleveland Metroparks proposes to submit an application to the Ohio Department of Natural Resources for the Clean Vessel Act grant program, which supports the purchase and installation of pump outs at marinas and other boat facilities throughout the State of Ohio. The goal of the program is to prevent discharges from recreational boats and to keep our region's waters clean. Funds for the Clean Vessel Act come from the Sportfish Restoration Account of the Aquatic Resources Trust Fund, which results from an excise tax on fishing equipment and tackle and the Federal fuels tax.

Cleveland Metroparks proposes to purchase a Self-Propelled Portable Diaphragm Pump Out System for use primarily at Emerald Necklace Marina in Rocky River Reservation, but with the ability to be used at all Cleveland Metroparks marinas. The Park District received funds through this program in 2014 for new, permanent pump outs at both Wildwood and East 55th Street Marinas. The Clean Vessel Act covers 100% of the cost of the pump outs and Cleveland Metroparks requests \$13,323 from the Ohio Department of Natural Resources to purchase a portable pump out.

The required resolution is on page **89867**.

ACTION ITEMS (cont.)

No. 19-09-118: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve the adoption of the resolution to authorize the submittal of a grant application to the Ohio Department of Natural Resources for funding assistance of ±\$13,323 through the Clean Vessel Act grant program as described above; to authorize and agree to obligate all funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the program; and further, that the Board authorize the Chief Executive Officer to enter into an agreement and execute any other documents as may be required to accept the grant upon award; form of document(s) to be approved by Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

(h) 2020 Cleveland Metroparks Employee Group Health Care Benefits
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Harold Harrison, Chief Human Resources Officer/William Chorba, Chief Financial Officer)

A. MEDICAL BENEFITS

1) Self-Insured Preferred Provider Organization (“PPO”) Plans

Since January 1, 2007, the Park District has offered a self-insured medical plan which includes an administrative services only (“ASO”) provider network and claims adjudication service and reinsurance/stop-loss insurance coverage (“Stop-Loss Coverage”). The Park District currently offers three plan design options (High Premium-Plan A, Mid Premium-Plan B, and High Deductible/Health Savings Account - Plan C).

Stop-Loss Coverage

Stop-Loss Coverage provides the Park District with individual claim caps (currently \$175,000 per individual) and aggregate claim caps (125% of expected claims for the Park District). Human Resources (“HR”) and its benefits consultant, Oswald Companies (“Oswald”), released RFP #6440 requesting proposals for a new one-year stop-loss coverage policy and received timely responses from four providers: Cigna (incumbent), Sun Life, Tokio Marine HCC, and Voya.

Cigna has provided a guaranteed quote at a 5% premium increase for the individual coverage and a 3.5% increase for the aggregate coverage (approximately \$849,709 total premium in 2020) for 2020. Cigna has set the annual maximum claims amount for 2020 at \$8,056,246.

Based on a review of all quotes, HR and Oswald recommend acceptance of Cigna’s proposal (\$118.75 PEPM for individual coverage and \$5.04 PEPM for aggregate coverage).

ACTION ITEMS (cont.)

Self-Insured Plan Designs and Premiums

HR and Oswald are recommending no plan design changes for the A-Plan, B-Plan, and C-Plan for 2020.

Based on prior claim experience, anticipated claim trend, and reserve requirements, HR and Oswald are recommending no premium increase for 2020. The following is a summary of the monthly premium rates for 2020:

<i>Cigna Open Access Plus Plan</i>	A-Plan	B-Plan	C-Plan
Employee Only	\$751.93	\$672.97	\$584.25
Employee + Children	\$1,503.85	\$1,345.95	\$1,168.49
Family	\$1,804.62	\$1,615.14	\$1,402.19

Unless otherwise modified by a collective bargaining agreement, employee contribution rates for each plan will be determined by the Chief Executive Officer.

Well-Being Improvement Incentive Program

Since 2013, Cleveland Metroparks has offered a well-being improvement incentive program to encourage and reward health behaviors/actions of employees and spouses. Under the program, monthly employee premium contributions are reduced by credits for obtaining certain requirements, including preventive care certifications, non-tobacco affidavits, health risk assessments and participation in well-being improvement activities. Based on the success of the program, HR will continue to offer well-being incentive premium credits in 2020 (\$50/month for single and \$74/month for families).

2) **Medical Buyout**

The “buyout” option is a cash payment to employees, who would otherwise be eligible for medical coverage, who decline to elect medical benefits from the Park District and utilize an outside health plan. Annual verification documentation is required. HR and Oswald are recommending continuing the buyout rate at \$150.00 per month in 2020.

B. DENTAL AND VISION BENEFITS

1) **Dental Benefits**

HR and Oswald released RFP #6441 requesting proposals for a new fully-insured dental agreement and received timely responses from four providers: Cigna (incumbent), Aetna, Delta Dental of OH, and MetLife.

Cigna has provided a renewal quote at a 2.89% premium increase for year one and a rate cap of 3.92% for year two. Based on a review of all quotes, HR and Oswald recommend acceptance of Cigna’s proposal at the following rates for 2020:

ACTION ITEMS (cont.)

	Dental PPO	Dental DMO
Single	\$23.90	\$22.96
Family	\$79.24	\$58.34

Unless otherwise modified by a collective bargaining agreement, employee contribution rates for the dental plan will be determined by the Chief Executive Officer.

2) Vision Benefits

HR and Oswald released RFP #6442 requesting proposals for a new fully-insured vision agreement and received timely responses from five providers: Cigna (incumbent), Aetna, AultCare, Surency, and VSP.

Cigna has provided a renewal quote at a 9.9% premium increase for year one and a flat rate guarantee for year two. Based on a review of all quotes, HR and Oswald recommend acceptance of Cigna’s proposal at the following rates for 2020:

	Vision
Single	\$4.28
Family	\$12.99

Unless otherwise modified by a collective bargaining agreement, employer contribution rates for the vision plan will be determined by the Chief Executive Officer.

No. 19-09-119: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to:

A. Self-Insurance Plan

- a. That the Board approve the continuation by the Chief Executive Officer of the self-insured employee health benefits program, maintained pursuant to Section 9.833 of the Ohio Revised Code, to pay for authorized health care benefits, including health care and prescription drugs, under the Cigna PPO plan options described above (the “Self-Insured Program”) for the 2020 plan year.
- b. That the Board direct the Chief Executive Officer to take all necessary actions to reserve funds, as are necessary, in the exercise of sound and prudent actuarial judgment, to cover potential costs of health care benefits for the Self-Insured Program. The funds shall be reserved in a special fund (the “Self-Insurance Fund”) established pursuant to this resolution, which shall comply with the requirements of Ohio Revised Code Section 9.833. The costs of the Self-Insured Program, including, but not limited to, claims paid, administrative fees, telehealth services, and legal fees, may be allocated to the Self-Insurance Fund on the basis of relative exposure and loss experience.

ACTION ITEMS (cont.)

- c. That the Board direct the Chief Executive Officer to have a report prepared and published of amounts reserved and disbursements made from the Self-Insurance Fund, which comports with and conforms to the requirements of Ohio Revised Code Section 9.833, and is maintained and made available for inspection at all reasonable times during regular business hours at the Cleveland Metroparks Administrative Office.
- d. That the Board authorize the Chief Executive Officer to offer the health care “buyout” option at the rate of \$150 per month.

B. Stop-Loss / Reinsurance Coverage (RFP #6440)

That the Board approve an award on RFP #6440 and authorize the Chief Executive Officer to enter into a one-year agreement, in a form approved by Counsel, with Cigna at the rates cited above to purchase stop-loss reinsurance for \$175,000 deductible individual stop-loss insurance and aggregate stop-loss insurance at 125% of expected claims as projected by Cigna. The agreement shall commence on January 1, 2020 and cover claims incurred in the 12-month period covering the Self-Insured Program’s year beginning January 1, 2020, but paid within 36 months.

C. Dental Benefits (RFP #6441)

That the Board approve an award on RFP #6441 and authorize the Chief Executive Officer to enter into a one-year agreement, in a form approved by Counsel, with Cigna at the rates cited above to purchase fully-insured dental coverage from January 1, 2020 through December 31, 2020. This agreement shall contain the option to renew said agreement for one-year at an increase of no more than 3.92%.

D. Vision Benefits (RFP #6442)

That the Board approve an award on RFP #6442 and authorize the Chief Executive Officer to enter into a one-year agreement, in a form approved by Counsel, with Cigna at the rates cited above to purchase fully-insured vision coverage from January 1, 2020 through December 31, 2020. This agreement shall contain the option to renew said agreement for one-year at a flat rate.

ACTION ITEMS (cont.)

- (i) ***Amendment to Sole Source Summary No 6361: Surplus Declaration(s), Auction Approval(s): (A) Declaration of Surplus Equipment/Vehicles for 2018/2019 and Sale through GovDeals; (B) Permission for Live Auction (October 13, 2018 and September 28, 2019); and (C) Purchase of Used Vehicles through Participation in Auction(s) (Originating Sources: Joseph V. Roszak, Chief Operating Officer/William Chorba III, Chief Financial Officer)***

A.) Surplus Declaration

GovDeals is an on-line clearinghouse for government surplus property. It provides a means for government agencies to post items for sale and for potential buyers to bid upon these items via an internet-based auction system. Recent results as follows:

	2014	2015	2016	2017	2018
Items Sold	128	101 (12/1)	144 (12/3)	114 (12/4)	52 (7/24)
On-Line Sale Value	38,401.79	42,534.99	76,051.10	86,256.31	30,859.19
Gov-Deals Cost (7.5%)	2,143.09	2,514.97	5,558.56	6,469.23	2,210.60

GovDeals proves to continue to be the lowest and best option even though the only other viable auction house, LightGov, LLC had a lower commission, as it has far fewer bidders and sells significantly fewer items. GovDeals has a contract with the National Joint Powers Alliance (NJPA), a consortium of which Cleveland Metroparks is a member.

Fleet Management continues to pass the entire GovDeals administrative fee of 7.5% on to the winning bidder in each instance so GovDeals invoices Cleveland Metroparks for those fees at 0%. This continues to work well with both the winning bidders and Cleveland Metroparks Fleet Management.

Fleet Management would like to continue this process while testing other auction suppliers in an effort to ensure Cleveland Metroparks is obtaining the best resale gain, paying competitive fees and searching enhanced services such as, managing listings, bidder questions and item logistics.

In 2019, it is recommended that the Park District continue the public sale of surplus equipment to the highest bidder, **primarily through an on-line auction utilizing the internet auction services** of GovDeals, Inc. to dispose of surplus items.

B.) Surplus II – Declaration and Auction Permission

However, some items would gain a better price through a live auction so in the fall of-2018 and 2019 Cleveland Metroparks would like to hold a “Live Auction”, on site, at Rocky River Maintenance. This would be an opportunity for reservations to purge surplus items that typically do not make their way to the on-line auction process. The last live auction was 2007 in which Cleveland Metroparks sold 249 items with revenue of \$59,000.

ACTION ITEMS (cont.)

Park Operations proposes holding a “Live” Surplus Auction on Saturday, October 13, 2018 and Saturday, September 28, 2019 at the Rocky River Management Center. It has been ten years since a live auction was held and that there is an abundance of surplus and unused equipment around the Park District. Examples might be: string trimmers, shovels, rakes, implements/attachments, etc.

As well as holding an auction, Cleveland Metroparks is also interested in participating in the same.

C.) Sole Source #6361 Summary: 2018/2019 Purchase of Used Vehicles and Equipment Through Auction

Cleveland Metroparks is interested in a purchase, through auction, of pickup trucks, compact pickup trucks and service trucks to replace some of its aging fleet. Replacement focus will be vehicles from 1999-2004 or those that have repair costs that have exceeded 50% of the acquisition price. The majority of Cleveland Metroparks older fleet (1991-1994) are primarily dump trucks and may not be available for auction-purchase at this time (reason; Cleveland Metroparks is focusing on pickup trucks).

Leaning towards **2011 and newer** vehicles will provide a useful life of an additional 5-7 years and spread the replacement cost over a decade rather than the fleet maturing all at the same time (as is the current scenario). Replacing these vehicles with new would cost anywhere from \$240,000 - \$300,000. The goal through auction is to purchase 12 or more vehicles as well as equipment with a total value not to exceed ~~\$250,000~~ \$350,000 for a period of two years.

No. 19-09-120: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to amend Resolution No. 18-08-116 to accommodate adding an additional “Live Auction” date and usage in excess of the original estimate as follows:

No. 18-08-116: It was moved by Vice President Berry, seconded by President Moore and carried, to authorize utilization of the internet auction services of GovDeals, Inc. for 2019, as described above, to dispose of 2019 Park District surplus equipment and vehicles, whereby equipment and vehicles for disposal would be authorized in writing as surplus by the respective Department Chief and the Chief Executive Officer prior to auction and subsequently require prior Board approval being secured for items with anticipated value over \$10,000;

ACTION ITEMS (cont.)

Further, that the Board authorize a live auction on October 13, 2018 and September 28, 2019, as described above for 2018 and 2019 selling items that normally do not make their way to the on-line process. Park District surplus equipment and vehicles, whereby equipment and vehicles for disposal would be authorized in writing as surplus by the respective Department Chief and the Chief Executive Officer prior to live auction; and

Further, that the Board approve the purchase of approximately 12-15 used vehicles and/or equipment at live auction from JJ Kane, as specified in the above Sole Source #6361, for a total amount not to exceed ~~\$250,000~~ \$350,000 for a period of two years; and, that the Board authorize the Chief Financial Officer to generate and release a manual check in the amount of the total active auction purchase not to exceed ~~\$250,000~~ \$350,000.

Vote on the motion was as follows:

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

Vote on the motion was as follows:

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

AWARD OF BIDS:

No. 19-09-121:

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

- (a) **RFP #6436:** **RainForest Dome Replacement – Cleveland Metroparks Zoo – Design Builder** (see page **89839**);
- (b) **BID # 6445:** **Whiskey Island Connector Trail – Lakefront Reservation** (see page **89841**); and
- (c) **BID #6454:** **Huntington Beach Toilet Room Building, Huntington Reservation** (see page **89844**).

Vote on the motion was as follows:

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

Nays: None.

AWARD OF BIDS (cont.)

AWARD RFP #6436: **RAINFOREST DOME REPLACEMENT – CLEVELAND METROPARKS ZOO – DESIGN BUILDER**

(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Christopher Kuhar, Zoo Executive Director/Andy Simons, Project Manager/Christopher Widdowson, Architect)

Background:

On July 11, 2019 Cleveland Metroparks issued a Request for Qualifications (RFQ) for design-build teams to submit qualifications for the design and installation of a new ETFE (ethylene tetrafluoroethylene) domed roof structure over the orangutan exhibit of the Cleveland Metroparks Zoo RainForest (Project). As is allowed under Ohio law, Cleveland Metroparks staff is acting as the criteria architect on the Project. Replacement of the RainForest dome was established as a priority following the recently completed facility assessment.

The RFQ yielded four (4) responding design-build teams. Each responding team included Vector Foiltec, an international designer and fabricator of ETFE roof systems on their team in a design-assist capacity. The team’s statements of qualifications were reviewed by a panel of Cleveland Metroparks staff, including Sean McDermott, Andy Simons, Christopher Lowe, and Andi Kornak. Through an independent evaluation of the qualifications, the review panel

determined a short list of three (3) teams and requested proposals from each. Following receipt of the proposal each short-listed team was interviewed by the panel. Following the interviews, each firm was asked to resubmit the cost portion of their proposal after

Cleveland Metroparks RainForest Dome Replacement – Cleveland Metroparks Zoo RFQu# 6436	
Design Build Firm	Short List
A.M. Higley & Richard L. Bowen	
Regency Construction Services & Bialosky Cleveland	X
Turner Construction Co & Van Aukin Akins	X
Whiting Turner Contracting Co & Bostwick Design Partnership	X

receiving clarifications. The proposals from each short-listed design-build team were ranked by the review panel in compliance with the Ohio Revised Code (ORC). As permitted by the ORC, both qualifications and proposed price are blended to produce a “best value” score. At Cleveland Metroparks election, qualifications are weighted at 60% and price at 40%. Below is a listing of the three short listed teams, and their correlating “best value” score.

RFP# 6436 Results:

Ranking	Design-Build Team	Price (sum)	(1) Price Component	(2) Qualifications Component	(1)+(2) Best Value Score
1	Regency Construction Services, Inc. & Bialosky Cleveland	\$345,501	40	56.4	96.4
2	Turner Construction Co & Van Aukin Akins	\$510,826	20.9	58.8	79.7
3	Whiting Turner Contracting Co & Bostwick Design Partnership	\$553,985	15.9	58.2	74.1

AWARD OF BIDS (cont.)

The price reflected in the above table includes the preconstruction services fee, the due diligence and design fees including the design assist fee for the ETFE roof structure, the preconstruction expenses, estimated general conditions costs (based on percentage of construction cost), construction stage design fees (based on percentage of construction cost), and the design-builder fee (based on percentage of construction cost). An estimated cost of work of \$1,800,000 was provided to the contractors as a common basis of expectation for their re-submitted pricing proposals. Once construction documents are nearing finalization, Cleveland Metroparks staff will return to the Board to set a Guaranteed Maximum Price, at which time, inclusive of construction costs, the general conditions costs, construction stage design fees, and the design-builder fee will be finalized. Upon the negotiation of a contract with the recommended design-build firm, Regency Construction Services, Inc., the preconstruction services fee, due diligence and design fee, and preconstruction expenses will be established at \$158,301.

Additions to the project scope may occur through standard procurement procedures including, but not limited to, replacement of the soffit below the dome, replacement of skylights throughout the RainForest facility, and the addition of LED lighting.

RFP Analysis:

Staff recommends the construction manager at risk contract be negotiated and awarded to **Regency Construction Services, Inc.** (“Regency”) of Lakewood, Ohio. Regency, a Certified Female Business Enterprise firm, has been in operation since 1994 and has extensive construction management at risk and general contracting experience in Northeast Ohio. Regency’s approach and understanding of the Project was well demonstrated in the interview process, and their project team and goals align with Metroparks staff. Regency has also performed positively for Cleveland Metroparks on the exterior gorilla yard exhibit modifications, the Mandel Welcome Pavilion, Zoo 4D Theater, Stillwater Place, Administrative Office Addition, and the Brecksville Trailside Program Center among other projects. Regency’s experience with similar and complimentary projects, along with the competitive price associated with their services, establishes their team as the “best value” when ranked against the other short listed design-build firms. Notwithstanding, Turner Construction Co. and The Whiting Turner Contractor Co. teams also submitted thorough proposals.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a Guaranteed Maximum Price contract with **Regency Construction Services, Inc.**, being ranked as the “best value” for RFP# 6436, RainForest Dome Replacement, Cleveland Metroparks Zoo, inclusive of \$158,301 for preconstruction services fee, due diligence and preconstruction stage design service fee inclusive of design assist, and preconstruction stage expenses. In the event that a GMP contract cannot be negotiated with the design-builder, a contract would then be negotiated, per Ohio Revised Code, with the next ranked design-builder, who the Board, in its discretion, has reflected in the minutes as being the next ranked design-builder. Form of contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 19-09-121 on Page 89838)

AWARD OF BIDS (cont.)**BID # 6445 SUMMARY: **WHISKEY ISLAND CONNECTOR TRAIL –
LAKEFRONT RESERVATION****

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

Background:

On April 21, 2016, the Board authorized submission of the Re-Connecting Cleveland: Pathways to Opportunity application to the U.S. Department of Transportation’s highly competitive Transportation Investment Generating Economic Recovery (“TIGER”) discretionary grant program. The application, submitted in partnership with The Trust for Public Land and L.A.N.D. studio, Inc., was awarded \$7,950,000 in July of 2016, leveraging nearly another \$8.5M in matching funds. The TIGER project entails five components: the Wendy Park Bridge, Whiskey Island Connector Trail, Red Line Greenway, Cleveland Lakefront Bikeway Connector, and Canal Basin Park Connector. Details of the federal grant agreement were finalized and executed on May 30, 2017.

Since that time, staff has been working with the respective engineering teams on the development of plans for each of the project components. The Cleveland Lakefront Bikeway Connector and Canal Basin Park Connectors, designed by Michael Baker International (“MBI”), commenced construction in February 2019 and were recently completed. On August 15, 2019, the Board approved a construction contract for Red Line Greenway, also designed by MBI, and construction will commence in the upcoming weeks. Whiskey Island Connector Trail, designed by E. L. Robinson Engineering of Ohio Co., is also now ready for construction.

The Whiskey Island Connector Trail consists of the installation of an approximately 1.25-mile long, 10 foot wide, off-road, shared use, paved trail that will parallel Whiskey Island Drive, making a valuable connection between Edgewater Park and Wendy Park on Whiskey Island. Whiskey Island Drive is a narrow 22-foot wide two-lane road with no berms or sidewalks and is severely confined by 8 foot high fencing on both sides. A separated trail will start with a connection to an existing shared use trail at the eastern end of Edgewater Park on the south side of Whiskey Island Drive. The trail will continue east, adjacent to the Norfolk Southern Railroad, elevating over a Northeast Ohio Regional Sewer District (NEORS)D junction chamber via an aluminum truss bridge founded on drilled shaft foundations and a boardwalk before crossing to the north side of the road, near the driveways to the marinas along the old river channel and NEORS)D’s Westerly Waste Water Treatment Plant (WWWTP). The trail will then continue running adjacent to the Cleveland-Cuyahoga County Port Authority Bulk Terminal and Whiskey Island Marina parking lot before entering Wendy Park where it will join the future Wendy Park Bridge. Construction will commence in fall 2019 and be complete by spring 2021.

Funding for construction of the Whiskey Island Connector Trail is comprised of a portion of the TIGER grant (\$2,100,000), Clean Ohio Trails Fund grant (\$800,500), and Cleveland Metroparks capital funds. A portion of costs expended to relocate a water main as part of the trail development are expected to be recouped by Cleveland Metroparks from the Cleveland Water Department. Furthermore, a portion of water main that can’t be relocated as part of the trail construction will be relocated by NEORS)D upon their expansion of the WWWWTP with such cost being the responsibility of Cleveland Metroparks at that time. An agreement is being developed with NEORS)D to detail the cost recovery procedure along with the responsibilities relative to the removable truss bridge over the NEORS)D junction chamber.

AWARD OF BIDS (cont.)

As the TIGER grant is federally sourced, the project will be administered as an Ohio Department of Transportation (“ODOT”) Local Public Authority (“LPA”) project, and Cleveland Metroparks is the local sponsor. As part of the LPA process, projects are required by ODOT to meet a Disadvantaged Business Enterprise (“DBE”) requirement goal. The DBE participation goal for the Whiskey Island Connector Trail is eight percent (8%) of the project value. In their submissions, bidders must reflect compliance with the goal through a DBE Utilization Plan in order to be considered qualified.

Bid Results:

On September 6, 2019, the following sealed bids were received for Bid #6445 Whiskey Island Connector Trail – Lakefront Reservation:

BID #6445	
Whiskey Island Connector Trail	
Bid Items	Mark Haynes Construction, Inc.
Total Base Bid	\$ 3,646,114.64
<i>Engineer's Estimate - \$3,318,413</i>	

Bid Analysis:

Following the receipt of the bids, Cleveland Metroparks staff and compliance staff from ODOT performed a thorough review of the bid received. The Apparent Low Bidder, Mark Haynes Construction, Inc. (“Haynes”) has completed all of the necessary submissions required for award, including the DBE Utilization Forms. In addition, Haynes has performed positively on similar projects for other agencies, such as the Towpath Trail for Cuyahoga County, and was recently awarded the construction contract for the Red Line Greenway. Therefore, staff recommends that the Whiskey Island Connector Trail project be awarded to Haynes. Furthermore, following the award staff will work with Haynes to identify potential value engineering items to reduce the cost of the project.

Bid #6445 – Whiskey Island Connector Trail includes many bid line items that are a result of unit pricing. Similar to the approach taken with Red Line Greenway, it was found that bidders for this long and linear project were more attracted to a project setup in the more traditional ODOT typology of line item unit prices. Therefore, each line item of the bid that is paid on a unit price basis will be paid against the actual unit installed in the field, thus resulting in minor differences in quantities estimated at the time of plan preparation and quantities installed in the field. If quantities installed in the field exceed planned quantities a change order will be performed following the established procurement procedures.

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

That the Board authorize the Chief Executive Officer to enter into a contract with Mark Haynes Construction, Inc., as the lowest and best bidder for Bid #6445 – Whiskey Island Connector Trail, Lakefront Reservation, in an amount not to exceed \$3,646,114.64. In the event that the bidder cannot satisfy the bid the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lower and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of the contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 19-09-121 on Page 89838)

AWARD OF BIDS (cont.)

**BID #6454 SUMMARY: HUNTINGTON BEACH TOILET ROOM BUILDING,
HUNTINGTON RESERVATION**

(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Tammy Oliver, Director of Project Development/Ryan Denker, Architect/Andy Simons, Project Manager)

Background:

The existing seasonal Huntington Beach toilet room building has reached the end of its useful life, is limited in its capacity, and no longer provides the level of experience that Cleveland Metroparks strives to offer. Recognizing the need, Cleveland Metroparks proposes to replace the building with a new, year-round larger toilet room and associated site improvements. This project will enhance the park experience, improve operational efficiency, and provide new accessible amenities for guests to enjoy.

The project will include a 1,422 square foot building with seven individual toilet rooms, four of which will be fully accessible, and additional storage space for park management supplies. In addition, a new dumpster and recycling enclosure along with site and utility improvements around the building are planned.

Construction will be performed by a combination of a third-party contractor and internal Park District skilled trades. The contractor scope associated with Bid #6454 provides a weatherproof building shell and includes site preparation, foundations, rough utility work, framing, doors, windows, masonry, and roof. Cleveland Metroparks skilled trades will then complete all interior and exterior finish carpentry, mechanical, plumbing and electrical work, site utilities and site improvements.

Cleveland Metroparks design staff has completed construction documents for the project. In preparation for the new toilet room building and under a separate procurement method, Cleveland Metroparks has contracted with MZ-Russell, Inc. to raze the existing facility in the coming weeks. Construction of the new toilet room building will immediately follow and the project will be complete in spring 2020. The work is planned for the off-season so as to limit disturbance to park visitors.

In addition to bidding the base design, bidders were asked to provide an alternate price for:

- Add Alternate No. 1 – Construction Road

Bid Results:

On September 6, 2019 the following sealed bids were received for Bid #6454 – Huntington Beach Toilet Room Building, Huntington Reservation.

BID #6454 HUNTINGTON BEACH TOILET ROOM BUILDING				
Bid Items	Engelke Construction Solutions, LLC	Osmic, Inc.	SRK Enterprises, Inc.	Roma Designs LLC
Base Bid	\$ 286,821	\$ 311,380	\$ 370,250	\$ 430,000
Add Alt. No. 1 - Construction Road	\$ 4,500	\$ 6,500	\$ 8,500	\$ 5,000
<i>Selected Bid Award Total (Base Bid + Add Alt. No. 1)</i>	<i>\$ 291,321</i>	<i>\$ 317,880</i>	<i>\$ 378,750</i>	<i>\$ 435,000</i>
<i>Engineer's Estimate - \$396,000</i>				

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

Staff has performed a review of the bid results and subsequently reviewed the scope of work and details of Engelke Construction Solutions, LLC's "Engelke" bid. Although Engelke has not previously completed work for Cleveland Metroparks, Engelke is a well-established general contractor in northeast Ohio and has successfully performed positively for Akron City Schools and several other public agencies.

Furthermore, staff recommends the acceptance and award of Add Alternate No. 1.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with **Engelke Construction Solution, LLC** as the lowest and best bidder for **Bid #6454 – Huntington Beach Toilet Room Building**, Huntington Reservation, in a lump sum of \$291,321. In the event that the bidder cannot satisfy the bid the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lower and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder. Form of the contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 19-09-121 on Page 89838)

GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 9/18/19)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Installation and material for the Emerald Ash Borer project to install deer exclusion fences in the Bedford Reservation.	Sabia Landscape, Inc.	\$43,744.00	(7)
Installation of Foundry Dock at E.55 th Marina; Lakefront Reservation.	PE Limited	\$16,380.00 <u>6,580.00</u> \$22,960.00	(7)
2019 NORIS services for LEADS (Law Enforcement Automated Data System) for Police.	Criminal Justice Coordinating Council	\$18,565.65 <u>146.18</u> \$18,711.83	(3)
Material to build two (2) bike corral structures at Euclid Beach and E. 55 th Marina, additional materials needed.	Lodi Lumber, Inc.	\$14,610.54 1,122.80 <u>397.45</u> \$16,130.79	(7)
Professional consulting services of Conservation Psychology Program Strategy, Implementation, and Post-Doctoral Mentoring Program for Zoo Conservation Education.	New Knowledge Organization Ltd.	\$40,000.00	(5)
Staining of Morgan’s Hollow Picnic Shelter including the drinking fountain and trash area; Ohio & Erie Canal Reservation.	JLDCP, LLC (DBA: Certa Pro Painters)	\$22,725.85	(7)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Liquor license renewal for 2019-2020 for various locations throughout the Park District.	Ohio Department of Commerce	\$22,050.00	(3)
Professional services for mowing, raking and bailing of 50 acres of the hay field located off of Boston Mills Rd. through December 31, 2019. Includes two cuttings (weather permitting).	Steve Mattes	\$40,435.63	(7)
Painting and staining of Police Headquarters/Park Operations Administration Building (upper portion and front face of building); Rocky River Reservation.	Southwest Companies Inc.	\$16,754.00	(7)
Various frozen food fish on an “as needed” basis for a one (1) year period beginning September 1, 2019 through August 31, 2020 for the Zoo.	Atlantic/Pacific	\$50,000.00	(7)
Candy for 2019 Boo at the Zoo.	B.A. Sweetie Candy Co.	\$19,840.91	(7)
Various carpentry work at Valley Riding Arena at Rocky River Stables; Rocky River Reservation.	Regency Construction	\$11,654.00 <u>825.50</u> \$12,479.50	(7)
Jasper Avalon Stacking Restaurant Chairs.	Ohio Desk	\$15,550.20	(2)
Lumber (framing) and roofing materials for new shelter at Iron Springs Picnic Area; Garfield Park Reservation.	Lodi Lumber, Inc.	\$34,422.10	(7)
Ceiling insulation at Valley Riding Arena; Rocky River Reservation.	Preferred Insulation	\$32,550.00	(7)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Professional consulting services for strategic level advising and related tasks for the development of the Andean Bear Conservation Alliance (ABCA) for a two (2) year period from August 1, 2019 through September 30, 2021.	Robert Marquez	\$12,600.00	(3)
Virtual reality equipment.	Channel XR	\$18,340.00	(3)
Temporary fencing for Rhino Yard at Zoo and Huntington Beach at Huntington Reservation.	Petty Group, LLC.	\$13,325.00	(7)
Tent rental for “Raise the Roof” event in North Chagrin Reservation.	Aable Rental Company	\$18,500.00	(7)
Audio/Visual and staging rental for “Raise the Roof” event in North Chagrin Reservation.	Rock the House	\$21,581.75	(3)
Performer for “Raise the Roof” event in North Chagrin Reservation.	Sean Kelly Inc.	\$13,450.00	(3)
Medium setting concrete for crosswalk at the Zoo.	Medina Supply	\$11,914.00	(7)
250 Black Hill Sandstone outcroppings for Chippewa Gorge Trail; Brecksville Reservation.	Valley City Supply	\$26,350.00	(7)
Brush blasting and painting of Ledge Pool; Hinckley Reservation.	PoolTech, Inc.	\$35,750.00	(7)
Legal consulting fees for forestry offset development project.	Latham & Watkins LLP	\$30,000.00	(7)

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

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

**CONSTRUCTION CHANGE ORDERS OR AMENDMENTS TO
PROFESSIONAL SERVICE CONTRACTS (9/18/19)**

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

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

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>
<p><u>Lakefront Bikeway/Canal Basin Park Connectors Ohio & Erie Canal Reservation</u></p> <p>Revised Contract Amount: Charge Order No. 2 adds \$3,821.40 and revised total to \$740,571.10.</p>	<p>Revised design of the ADA ramps/truncated domes (includes time and material).</p>	<p>Schirmer Construction LLC</p>	<p>Change Order No. 2</p>
<p><u>Wendy Park/Lakefront Connector Pedestrian Bike Bridge; Lakefront Reservation</u></p> <p>Revised Contract Amount: Supplemental agreement adds \$10,000 and revised total to \$62,000 pursuant to Resolution No. 19-05-065.</p>	<p>Preliminary Engineering Services</p>	<p>Norfolk Southern Railway</p>	<p>Supplemental Agreement</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 **89838** through **89845**; \$10,000 to \$50,000 purchased items/services report, pages **89846** through **89848**; and construction change orders, page **89849**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 19-09-108: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages **89868** to **90083**.

Vote on the motion was as follows:

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

Nays: None.

No. 19-09-109: It was moved by Vice President Rinker, seconded by President Berry and carried, to approve Visa Card (Arborwear) dated August 4, 2019 to September 7, 2019 in the amount of \$400.00, as identified on pages **90084** to **90085**.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Abstained: Mr. Moore.

Nays: None.

PUBLIC COMMENTS.

Mr. John Gill of Richfield, Ohio and Ms. Marty Leshner of Olmsted Township each addressed the Board. All such comments can be heard in their entirety by accessing the "About" section of Cleveland Metroparks website at <https://clevelandmetroparks.com/about/cleveland-metroparks-organization/boards-of-park-commissioners/board-meeting-archives>.

INFORMATION/BRIEFING ITEMS/POLICY.

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

Joshua D. Kuszmaul, Education Specialist – Ambassador Animals/Shows

Joshua Kuszmaul has been with Cleveland Metroparks Zoo since December 2018. Prior to joining the staff of Cleveland Metroparks Zoo, Josh was working as the Customer Service Administrator for MAC Trailer Mfg. Inc., however, he had a strong desire to get back into working with animals after moving back to the Cleveland area. In a voluntary position, Josh is currently the Director of Animal Husbandry at Raptor Hallow Sanctuary in Salem, Ohio where his duties include budgeting, interviewing/hiring volunteers, scheduling, record-keeping, training and designing, and implementing the education programs as well as designing the website, a position he has held since January 2016. From December 2015 to June 2016 Josh was a volunteer for Cleveland Metroparks Zoo where he was responsible for daily husbandry duties, making diets, and assisting staff in giving medications or supplements. Josh has also worked as an Animal Keeper for Kansas City Zoological Park and was an Assistant Supervisor/Wildlife Trainer for Stone Zoo/World Bird Sanctuary in Massachusetts. Josh holds a Bachelor of Science Degree in Animal Science from The Ohio State University.

- b. ***Cleveland Metroparks Zoo and the Association of Zoos and Aquariums***
(Originating Source: Christopher Kuhar, Zoo Executive Director)

The Association of Zoos and Aquariums (AZA) is the premiere accrediting body in the world for zoological parks and represents over 230 institutions in 12 countries worldwide. The organization provides a number of member services in addition to accreditation, including access to animal management programs, conservation program partnerships, professional development and market research. At the 2019 AZA Annual Meeting, Cleveland Metroparks Zoo was reaccredited for the 8th time and has been continuously accredited since 1981. Additionally, Dr. Christopher Kuhar, Zoo Executive Director, was sworn-in as the Chair of the Board of Directors for AZA. Dr. Kuhar will serve a one-year term as Board Chair, followed by a one-year term as Immediate Past Chair, and work with the Board to expand animal population sustainability, enhance animal welfare standards and continue to grow conservation programs within AZA.

- c. ***Overview of Natural Resources Management Plan***
(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jennifer Grieser, Director of Natural Resources)

Cleveland Metroparks Natural Resources Division enhances the integrity and resilience of the land, water and living resources through adaptive ecosystem management based on sound, applied research. The division's overarching goal is to maintain and restore the natural systems and the services they provide to human society. In support of this goal, the division developed the "Natural Resources Management Approach & Plan" to:

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

- 1). Link natural resource management to the 2020 Cleveland Metroparks Strategic Plan;
- 2). Explain guiding principles for natural resource management;
- 3). Provide snapshots of current natural resource conditions and the stressors affecting them;
- 4). Describe the division's conservation stewardship strategy; and
- 5). Outline project planning and priorities.

One of the central goals of this document, in addition to communicating the current assessment of the system's natural resources and threats, is to document the process by which natural resource projects are selected and prioritized in the short, mid, and long-term. Future project lists will be evaluated to account for changing social and ecological environments. The planning framework described above will form the basis for discussions to set future priorities.

d. *Trail Mileage Update*

(Originating Sources: Sean E. McDermott, P.E., Chief Planning & Design Officer/Tom Kraft, Planner/Ralph Protano, Trails Development Manager/Sara Byrnes Maier, Senior Strategic Park Planner)

The Cleveland Metroparks 2015 Strategic Planning Update to the 2012 *Cleveland Metroparks 2020: The Emerald Necklace Centennial Plan* identifies "Connections" as one of five key goals of the agency. To achieve this goal, staff collaborate on and are involved in community master planning and trail planning efforts to develop neighborhood connectors as well as regionally-significant trails. Internal tools and mapping have also been developed to more accurately define and track Cleveland Metroparks hiking/walking, bridle, and all purpose trails.

Staff will cover changes to total mileage by major trail type from 2012, which marked the end of a multi-year trail geographic information systems (GIS) inventorying project, to the present. Included will be discussion of how Cleveland Metroparks has implemented advanced sustainable trail design for natural surface trails and highlights of trail projects by type during the period.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, October 17, 2019, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT.

No. 19-09-122: There being no further matters to come before the Board, upon motion by Vice President Moore, seconded by Vice President Rinker, and carried, President Berry adjourned the meeting at 9:44 a.m.

Vote on the motion was as follows:

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

Nays: None.

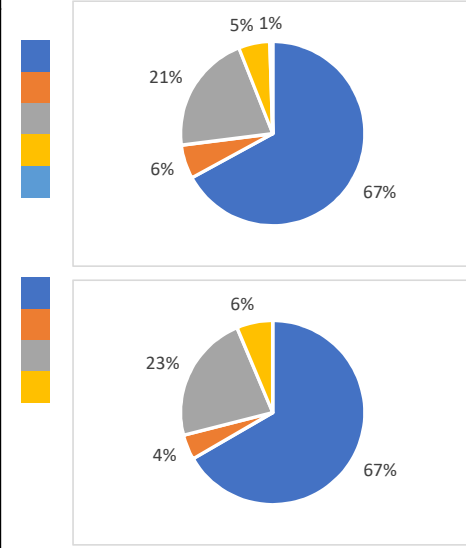
President.

Attest:

Secretary.

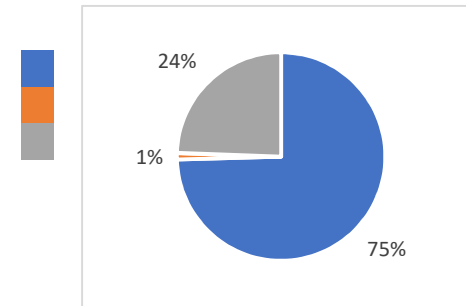
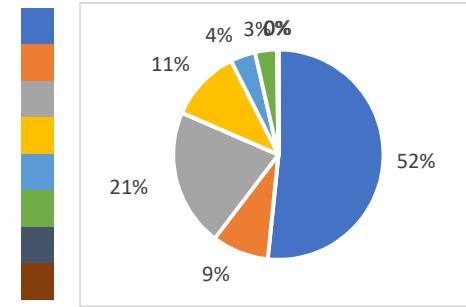
Cleveland Metroparks
 Financial Performance
 8/31/2019
 CM Park District

	Actual Aug '18	Actual Aug '19	Fav (Unfav)	Actual YTD Aug'18	Actual YTD Aug '19	Fav (Unfav)
Revenue:						
Property Tax	12,279,584	18,693,352	6,413,768	72,546,036	75,945,057	3,399,021
Local Gov/Grants/Gifts	250,725	512,311	261,586	8,955,263	6,754,217	(2,201,046)
Charges for Services	5,885,094	4,740,705	(1,144,389)	22,357,564	23,798,162	1,440,598
Self-Funded	728,911	752,177	23,266	5,839,157	6,216,719	377,562
Interest, Fines, Other	<u>53,460</u>	<u>89,641</u>	<u>36,181</u>	<u>299,752</u>	<u>574,486</u>	<u>274,734</u>
Total Revenue	19,197,774	24,788,186	5,590,412	109,997,772	113,288,641	3,290,869
OpEx:						
Salaries and Benefits	5,776,540	5,987,392	(210,852)	43,768,934	45,566,272	(1,797,338)
Contractual Services	377,890	284,180	93,710	3,017,828	2,999,953	17,875
Operations	3,000,378	2,901,368	99,010	15,897,374	15,456,023	441,351
Self-Funded Exp	<u>707,316</u>	<u>690,915</u>	<u>16,401</u>	<u>4,670,515</u>	<u>4,333,230</u>	<u>337,285</u>
Total OpEx	9,862,124	9,863,855	(1,731)	67,354,651	68,355,478	(1,000,827)
Op Surplus/(Subsidy)	9,335,650	14,924,331	5,588,681	42,643,121	44,933,163	2,290,042
CapEx:						
Capital Labor	0	84,239	(84,239)	594,582	574,153	20,429
Construction Expenses	1,943,748	474,521	1,469,227	15,595,932	6,277,874	9,318,058
Capital Equipment	296,749	128,449	168,300	2,217,497	2,249,516	(32,019)
Land Acquisition	(441,580)	23	(441,603)	3,515,314	2,298,124	1,217,190
Capital Animal Costs	<u>10,907</u>	<u>1,194</u>	<u>9,713</u>	<u>32,225</u>	<u>19,606</u>	<u>12,619</u>
Total CapEx	1,809,824	688,426	1,121,398	21,955,550	11,419,273	10,536,277
Net Surplus/(Subsidy)	7,525,826	14,235,905	6,710,079	20,687,571	33,513,890	12,826,319

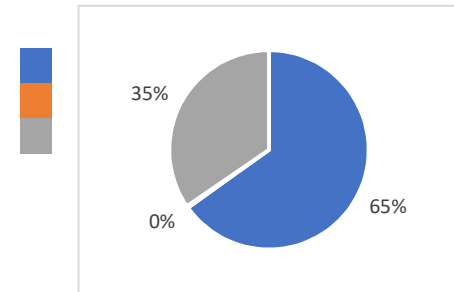
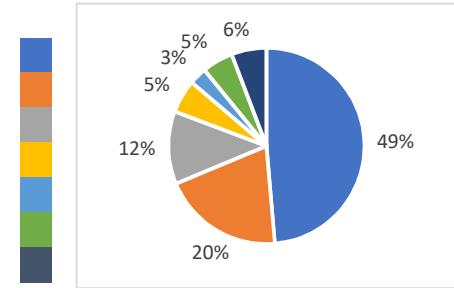


SEPTEMBER 18, 2019

	Actual Aug '18	Actual Aug '19	Fav (Unfav)	Actual YTD Aug'18	Actual YTD Aug '19	Fav (Unfav)
Revenue:						
General/SE Admissions	1,229,057	1,160,863	(68,194)	4,011,256	4,967,727	956,471
Guest Experience	158,533	183,662	25,129	844,599	839,706	(4,893)
Zoo Society	1,182,844	0	(1,182,844)	1,925,438	2,038,395	112,957
Souvenirs/Refreshments	316,783	357,335	40,552	969,732	1,063,139	93,407
Education	3,899	13,995	10,096	343,443	368,476	25,033
Rentals & Events	48,852	64,529	15,677	265,079	325,884	60,805
Consignment	100,198	4,470	(95,728)	195,806	17,353	(178,453)
Other	<u>1,592</u>	<u>(351)</u>	<u>(1,943)</u>	<u>6,185</u>	<u>(3,082)</u>	<u>(9,267)</u>
Total Revenue	3,041,758	1,784,503	(1,257,255)	8,561,538	9,617,598	1,056,060
OpEx:						
Salaries and Benefits	1,283,350	1,315,622	(32,272)	9,759,635	10,205,719	(446,084)
Contractual Services	14,965	18,528	(3,563)	137,346	136,384	962
Operations	<u>359,147</u>	<u>401,013</u>	<u>(41,866)</u>	<u>3,186,380</u>	<u>3,347,985</u>	<u>(161,605)</u>
Total OpEx	1,657,462	1,735,163	(77,701)	13,083,361	13,690,088	(606,727)
Op Surplus/(Subsidy)	1,384,296	49,340	(1,334,956)	(4,521,823)	(4,072,490)	449,333
CapEx:						
Capital Labor	0	0	0	32,322	26,457	5,865
Construction Expenses	53,769	54,620	(851)	1,722,022	1,812,771	(90,749)
Capital Equipment	7,411	18,494	(11,083)	311,673	140,101	171,572
Capital Animal Costs	<u>10,907</u>	<u>1,194</u>	<u>9,713</u>	<u>32,225</u>	<u>19,606</u>	<u>12,619</u>
Total CapEx	72,087	74,308	(2,221)	2,098,242	1,998,935	99,307
Net Surplus/(Subsidy)	1,312,209	(24,968)	(1,337,177)	(6,620,065)	(6,071,425)	548,640
Restricted Revenue	247,549	198,007	(49,542)	4,109,336	950,106	(3,159,230)
Restricted Expenses	<u>101,362</u>	<u>89,709</u>	<u>11,653</u>	<u>4,374,269</u>	<u>646,710</u>	<u>3,727,559</u>
Restricted Surplus/(Subsidy)	146,187	108,298	(37,889)	(264,933)	303,396	568,329



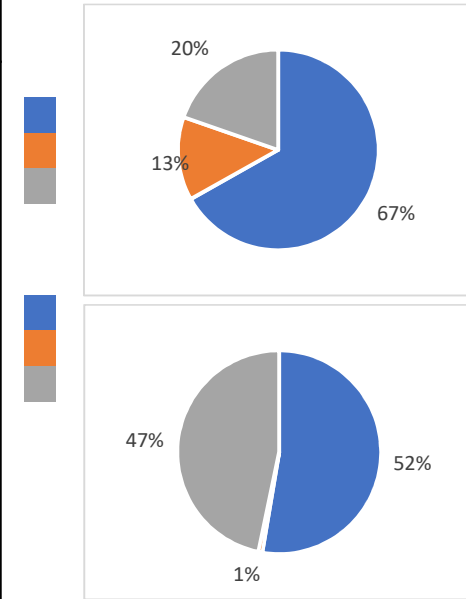
	Actual Aug '18	Actual Aug '19	Fav (Unfav)	Actual YTD Aug '18	Actual YTD Aug '19	Fav (Unfav)
Revenue:						
Greens Fees	603,483	704,735	101,252	2,443,964	2,657,182	213,218
Equipment Rentals	242,792	299,420	56,628	992,222	1,097,246	105,024
Food Service	156,544	174,726	18,182	698,992	657,324	(41,668)
Merchandise Sales	68,659	73,319	4,660	288,289	298,887	10,598
Pro Services	1,931	2,901	970	137,238	156,887	19,649
Driving Range	47,209	53,607	6,398	246,559	281,937	35,378
Other	<u>24,925</u>	<u>16,452</u>	<u>(8,473)</u>	<u>276,848</u>	<u>314,023</u>	<u>37,175</u>
Total Revenue	1,145,543	1,325,160	179,617	5,084,112	5,463,486	379,374
OpEx:						
Salaries and Benefits	417,174	413,121	4,053	2,602,164	2,817,347	(215,183)
Contractual Services	3,378	2,315	1,063	17,330	15,280	2,050
Operations	<u>294,279</u>	<u>338,902</u>	<u>(44,623)</u>	<u>1,630,723</u>	<u>1,493,992</u>	<u>136,731</u>
Total OpEx	714,831	754,338	(39,507)	4,250,217	4,326,619	(76,402)
Op Surplus/(Subsidy)	430,712	570,822	140,110	833,895	1,136,867	302,972
CapEx:						
Capital Labor	0	28,004	(28,004)	157,791	135,485	22,306
Construction Expenses	169,317	15,316	154,001	927,148	284,173	642,975
Capital Equipment	<u>0</u>	<u>3,356</u>	<u>(3,356)</u>	<u>587,217</u>	<u>821,496</u>	<u>(234,279)</u>
Total CapEx	169,317	46,676	122,641	1,672,156	1,241,154	431,002
Net Surplus/(Subsidy)	261,395	524,146	262,751	(838,261)	(104,287)	733,974



**Cleveland Metroparks
Financial Performance
8/31/2019
Golf Detail**

	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)	
	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19
Operating Revenue	862,780	941,573	230,783	271,575	183,838	196,486	791,046	809,015	1,155,850	1,132,004
Operating Expenses	645,530	636,872	190,368	190,607	163,059	166,752	572,479	600,006	913,137	909,760
Operating Surplus/(Subsidy)	217,250	304,701	40,415	80,968	20,779	29,734	218,567	209,009	242,713	222,244
Capital Labor	0	0	0	0	0	0	5,861	0	2,125	34,303
Construction Expenses	32,034	0	0	0	0	0	19,311	0	313	277,138
Capital Equipment	0	476,890	0	0	0	0	0	316,875	316,875	0
Total Capital Expenditures	32,034	476,890	0	0	0	0	25,172	316,875	319,313	311,441
Net Surplus/(Subsidy)	185,216	(172,189)	40,415	80,968	20,779	29,734	193,395	(107,866)	(76,600)	(89,197)
	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Golf Admin		Total	
	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19
Operating Revenue	801,327	785,854	330,854	370,363	711,792	927,440	15,842	29,176	5,084,112	5,463,486
Operating Expenses	559,642	579,575	262,799	305,948	570,195	644,891	373,008	292,208	4,250,217	4,326,619
Operating Surplus/(Subsidy)	241,685	206,279	68,055	64,415	141,597	282,549	(357,166)	(263,032)	833,895	1,136,867
Capital Labor	0	0	0	0	149,805	101,182	0	0	157,791	135,485
Construction Expenses	0	0	0	0	875,490	7,035	0	0	927,148	284,173
Capital Equipment	0	3,356	0	0	111,208	24,375	159,134	0	587,217	821,496
Total Capital Expenditures	0	3,356	0	0	1,136,503	132,592	159,134	0	1,672,156	1,241,154
Net Surplus/(Subsidy)	241,685	202,923	68,055	64,415	(994,906)	149,957	(516,300)	(263,032)	(838,261)	(104,287)

	Actual Aug '18	Actual Aug '19	Fav (Unfav)	Actual YTD Aug'18	Actual YTD Aug '19	Fav (Unfav)
Revenue:						
Concessions	789,485	969,812	180,327	3,321,427	3,719,602	398,175
Dock Rentals	(188)	7,440	7,628	718,291	745,995	27,704
Other	<u>212,812</u>	<u>194,296</u>	<u>(18,516)</u>	<u>1,089,311</u>	<u>1,095,899</u>	<u>6,588</u>
Total Revenue	1,002,109	1,171,548	169,439	5,129,029	5,561,496	432,467
OpEx:						
Salaries and Benefits	441,357	506,862	(65,505)	2,365,111	2,540,135	(175,024)
Contractual Services	5,706	4,993	713	30,074	31,879	(1,805)
Operations	<u>590,832</u>	<u>628,971</u>	<u>(38,139)</u>	<u>2,119,147</u>	<u>2,252,961</u>	<u>(133,814)</u>
Total OpEx	1,037,895	1,140,826	(102,931)	4,514,332	4,824,975	(310,643)
Op Surplus/(Subsidy)	(35,786)	30,722	66,508	614,697	736,521	121,824
CapEx:						
Capital Labor	0	622	(622)	1,063	622	441
Construction Expenses	282	10,646	(10,364)	21,850	137,339	(115,489)
Capital Equipment	<u>0</u>	<u>1,022</u>	<u>(1,022)</u>	<u>18,030</u>	<u>9,632</u>	<u>8,398</u>
Total CapEx	282	12,290	(12,008)	40,943	147,593	(106,650)
Net Surplus/(Subsidy)	(36,068)	18,432	54,500	573,754	588,928	15,174



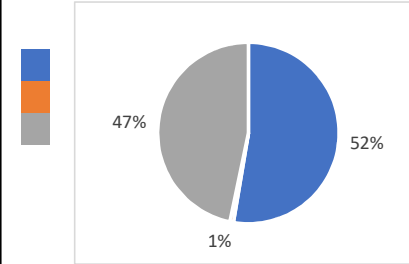
*Other includes Chalet, Hayrides, Aquatics and Misc.

Cleveland Metroparks
 Financial Performance
 8/31/2019
 Enterprise Detail

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant			
	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19		
Operating Revenue	1,614,468	1,790,276	778,320	752,187	800,810	798,639	412,151	615,477		
Operating Expenses	<u>1,493,378</u>	<u>1,538,724</u>	<u>541,221</u>	<u>529,226</u>	<u>251,998</u>	<u>293,815</u>	<u>349,911</u>	<u>469,486</u>		
Operating Surplus/(Subsidy)	121,090	251,552	237,099	222,961	548,812	504,824	62,240	145,991		
Capital Labor	0	622	0	0	0	0	0	0		
Construction Expenses	15,200	2,002	0	0	0	54,329	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>7,149</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Total Capital Expenditures	15,200	2,624	7,149	0	0	54,329	0	0		
Net Surplus/(Subsidy)	105,890	248,928	229,950	222,961	548,812	450,495	62,240	145,991		
	Wildwood		Euclid Beach		EmerNeck Marina		EmerNeck Restaurant			
	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19		
Operating Revenue	0	60,985	0	22,201	378,708	319,833	311,511	348,527		
Operating Expenses	<u>0</u>	<u>113,011</u>	<u>0</u>	<u>25,711</u>	<u>278,766</u>	<u>204,636</u>	<u>282,653</u>	<u>332,461</u>		
Operating Surplus/(Subsidy)	0	(52,026)	0	(3,510)	99,942	115,197	28,858	16,066		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	0	48,294	0	0	558	3,101	0	7,232		
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,375</u>		
Total Capital Expenditures	0	48,294	0	0	558	3,101	0	8,607		
Net Surplus/(Subsidy)	0	(100,320)	0	(3,510)	99,384	112,096	28,858	7,459		
	Edgewater Pier		Wallace Lake		Hinckley Lake		Huntington			
	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19		
Operating Revenue	82,096	90,603	59,768	64,640	33,373	34,438	165,428	145,823		
Operating Expenses	<u>80,669</u>	<u>86,111</u>	<u>41,146</u>	<u>55,793</u>	<u>34,533</u>	<u>36,903</u>	<u>139,374</u>	<u>130,986</u>		
Operating Surplus/(Subsidy)	1,427	4,492	18,622	8,847	(1,160)	(2,465)	26,054	14,837		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	0	0	0	0	0	0	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>1,915</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,416</u>		
Total Capital Expenditures	0	0	1,915	0	0	0	0	1,416		
Net Surplus/(Subsidy)	1,427	4,492	16,707	8,847	(1,160)	(2,465)	26,054	13,421		
	Chalet		Ledge Lake		Parking		Enterprise Admin		Total	
	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19	YTD Aug'18	YTD Aug '19
Operating Revenue	196,452	216,797	178,245	182,887	117,699	118,183	0	0	5,129,029	5,561,496
Operating Expenses	<u>235,310</u>	<u>196,148</u>	<u>127,299</u>	<u>131,301</u>	<u>16,144</u>	<u>23,839</u>	<u>641,930</u>	<u>656,824</u>	<u>4,514,332</u>	<u>4,824,975</u>
Operating Surplus/(Subsidy)	(38,858)	20,649	50,946	51,586	101,555	94,344	(641,930)	(656,824)	614,697	736,521
Capital Labor	1,063	0	0	0	0	0	0	0	1,063	622
Construction Expenses	6,092	7,373	0	15,008	0	0	0	0	21,850	137,339
Capital Equipment	<u>0</u>	<u>4,230</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,966</u>	<u>2,611</u>	<u>18,030</u>	<u>9,632</u>
Total Capital Expenditures	7,155	11,603	0	15,008	0	0	8,966	2,611	40,943	147,593
Net Surplus/(Subsidy)	(46,013)	9,046	50,946	36,578	101,555	94,344	(650,896)	(659,435)	573,754	588,928

**Cleveland Metroparks
Financial Performance
8/31/2019
Nature Shops and Kiosks**

	Actual Aug '18	Actual Aug '19	Fav (Unfav)	Actual YTD Aug'18	Actual YTD Aug '19	Fav (Unfav)
Retail Revenue	97,519	114,745	17,226	418,886	478,377	59,491
OpEx:						
Salaries and Benefits	32,973	37,544	(4,571)	197,304	210,240	(12,936)
Contractual Services	1,014	1,865	(851)	11,114	5,757	5,357
Operations	<u>39,375</u>	<u>61,319</u>	<u>(21,944)</u>	<u>172,162</u>	<u>193,358</u>	<u>(21,196)</u>
Total OpEx	73,362	100,728	(27,366)	380,580	409,355	(28,775)
Op Surplus/(Subsidy)	24,157	14,017	(10,140)	38,306	69,022	30,716
CapEx:						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total CapEx	0	0	0	0	0	0
Net Surplus/(Subsidy)	24,157	14,017	(10,140)	38,306	69,022	30,716



CLEVELAND METROPARKS
Appropriation Summary - 2019

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #8 9/18/2019	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 53,558,482	\$ -	\$ 53,558,482	\$ (155,871)	\$ 2,000 A	\$ 53,404,611
52	Employee Fringe Benefits	18,477,174	20,446	18,497,620	77,549	-	18,575,169
53	Contractual Services	14,727,221	900,758	15,627,979	325,831	750 B	15,954,560
54	Office Operations	25,262,956	1,623,806	26,886,762	576,269	179,059 C	27,642,090
	Operating Subtotal	112,025,833	2,545,010	114,570,843	823,778	181,809	115,576,430
CAPITAL							
571	Capital Labor	1,110,000	-	1,110,000	14,000	-	1,124,000
572	Capital Materials	1,893,884	536,076	2,429,960	886,076	146,174 D	3,462,210
573	Capital Contracts	14,432,303	3,682,444	18,114,747	3,153,765	893,143 E	22,161,655
574	Capital Equipment	2,670,302	280,328	2,950,630	346,983	32,682 F	3,330,295
575	Zoo Animals	75,000	-	75,000	(10,000)	-	65,000
576	Land	9,191,274	16,956	9,208,230	-	-	9,208,230
	Capital Subtotal	29,372,763	4,515,804	33,888,567	4,390,824	1,071,999	39,351,390
TOTALS							
Grand totals		\$ 141,398,596	\$ 7,060,814	\$ 148,459,410	\$ 5,214,602	\$ 1,253,808	\$ 154,927,820

CLEVELAND METROPARKS
Appropriations 2019 - Legend - Amendment #8

OPERATING

51 SALARIES

\$ 2,000 Transfer of appropriations from Property Maintenance to Overtime to cover costs
 Net budget effect is zero

A \$ 2,000 Total increase (decrease) to Salaries

53 CONTRACTUAL SERVICES

\$ 750 Transfer of appropriations from Vehicle Repairs to Misc. Contractual Services for Little Met deep tine aerification
 Net budget effect is zero

B \$ 750 Total increase (decrease) to Contractual Services

54 OFFICE OPERATIONS

- \$ 2,000 Increase in appropriations for Aggregate for restricted fund expenditures
 Appropriation increase covered by existing restricted funds
- \$ 25,000 Increase in appropriations for Property Maintenance Supplies, Aggregate and Rental Equipment for restricted fund activities
 Appropriation increase covered by existing restricted funds
- \$ (1,308) Transfer of appropriations from Memberships, Minor Computer Equip & Program Supplies to Capital Equipment for new Surface Pro
 Net budget effect is zero
- \$ 2,000 Increase in appropriations for Enterprise Expenses for camps, rain barrel workshops, and bus trips
 Appropriation increase covered by additional revenue from fees charged for the programs
- \$ (750) Transfer of appropriations from Vehicle Repairs to Misc. Contractual Services for Little Met deep tine aerification
 Net budget effect is zero
- \$ 146,000 Increase in appropriations for Fuel for Resale for increased gasoline sales
 Appropriation increase will be offset by additional sales revenue
- \$ 936 Increase in appropriations for Program Supplies for AOC luncheon - restricted fund expenditure
 Appropriation increase will be covered by new restricted fund donation
- \$ 817 Increase in appropriations for Merchandise for Resale and Sales Tax for K-9 shirts to be sold as fundraiser
 Appropriation increase will be offset by additional sales revenue
- \$ 500 Increase in appropriations for Credit Card Expenses related to online reservations for the Mounted Unit beach ride fundraiser
 Appropriation increase will be offset by additional sales revenue
- \$ (1,300) Transfer of appropriations from Training/Conferences to Capital Equipment for laptop for new security analyst
 Net budget effect is zero
- \$ 4,200 Increase in appropriations for Program Supplies for the Mounted Unit beach ride fundraiser
 Appropriation increase will be offset by additional sales revenue
- \$ 2,000 Increase in appropriations for Plant Material for restricted fund expenditures
 Appropriation increase covered by existing restricted funds
- \$ 1,950 Increase in appropriations for Merchandise for Resale and Sales Tax for volunteer merchandise
 Appropriation increase will be offset by additional sales revenue
- \$ (2,100) Transfer of appropriations from Minor Computer Equipment to Capital Equipment to replace outdated desktop computers
 Net budget effect is zero
- \$ (2,000) Transfer of appropriations from Property Maintenance to Overtime to cover costs
 Net budget effect is zero
- \$ 1,114 Increase in appropriations for Merchandise for Resale and Sales for Mounted Unit beach ride t-shirts as fundraiser
 Appropriation increase will be covered by revenue from sales of t-shirts

C \$ 179,059 Total increase (decrease) to Office Operations

\$ 181,809 TOTAL INCREASE (DECREASE) TO OPERATIONS

CLEVELAND METROPARKS

Appropriations 2019 - Legend - Amendment #8

CAPITAL

572 CAPITAL MATERIALS

- \$ 70,000 Transfer of appropriations from Capital Contracts to Capital Materials for upcoming site and building improvements
Net budget effect is zero
- \$ (1,826) Transfer of appropriations from Capital Materials to Capital Equipment to replace Big Met sink disposer
Net budget effect is zero
- \$ 70,000 Increase in appropriations for Capital Materials for restricted fund expenditures on Chippewa Gorge Trail
Appropriation increase covered by existing restricted funds
- \$ 3,000 Increase in appropriations for Capital Materials for restricted fund expenditures for Albion Woods Rehab
Appropriation increase covered by donation from Strongsville Rotary Club
- \$ 5,000 Increase in appropriations for Capital Materials for restricted fund expenditures for E. 55th Marina Foundry dock
Appropriation increase will be covered through reimbursement by The Foundry

D \$ 146,174 Total increase (decrease) to Capital Materials

573 CAPITAL CONTRACTS

- \$ (70,000) Transfer of appropriations from Capital Contracts to Capital Materials for upcoming site and building improvements
Net budget effect is zero
- \$ 963,143 Increase in appropriations for Engineering Contracts and Building Construction Contracts for Rhino Expansion project
Appropriation increase covered by additional CZS funding

E \$ 893,143 Total increase (decrease) to Capital Contracts

574 CAPITAL EQUIPMENT

- \$ 1,308 Transfer of appropriations from Memberships, Minor Computer Equip & Program Supplies to Capital Equipment for new Surface Pro
Net budget effect is zero
- \$ 1,826 Transfer of appropriations from Capital Materials to Capital Equipment to replace Big Met sink disposer
Net budget effect is zero
- \$ 1,300 Transfer of appropriations from Training/Conferences to Capital Equipment for laptop for new security analyst
Net budget effect is zero
- \$ 25,000 Increase in appropriations for Capital Equipment for new Gorilla Camera Monitoring System
Appropriation increase covered by restricted fund donation
- \$ 2,100 Transfer of appropriations from Minor Computer Equipment to Capital Equipment to replace outdated desktop computers
Net budget effect is zero
- \$ 1,148 Increase in appropriations for Capital Equipment for restricted fund expenditure to replace laptop of detective
Appropriation increase covered by existing restricted funds

F \$ 32,682 Total increase (decrease) to Capital Equipment

\$ 1,071,999 TOTAL INCREASE (DECREASE) TO CAPITAL

\$ 1,253,808 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT

Bedford Reservation

CEI Company Properties - Walton Hills



**Resolution of Authorization
Clean Ohio Conservation Fund
Bedford Reservation Expansion
September 18, 2019**

WHEREAS, the State of Ohio, through the Ohio Public Works Commission, administers financial assistance for greenspace conservation, through the Clean Ohio Conservation Fund program, and

WHEREAS, Cleveland Metroparks desires financial assistance provided under the Clean Ohio Conservation Fund program, and

WHEREAS, Cleveland Metroparks desires to acquire and permanently protect ± 88 acres as part of Bedford Reservation, referred to as the Cleveland Electric Illuminating Company Property,

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

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

That Brian M. Zimmerman, Chief Executive Officer, is hereby authorized and directed to execute and file an application with the Ohio Public Works Commission and to provide all information and documentation required to become eligible for possible funding assistance and further, that Brian M. Zimmerman is authorized to enter into any agreements as necessary and appropriate for obtaining this financial assistance.

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

Debra K. Berry, President
Board of Park Commissioners

CERTIFICATE OF RECORDING OFFICER

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

Brian M. Zimmerman
Chief Executive Officer

Resolution of Support for Establishment of the Lake Erie Water Trail in Cuyahoga County

Resolution# _____

The following is a Resolution enacted by the Board of Park Commissioners of the Cleveland Metropolitan Park District of Cuyahoga County and Hinckley Township in Medina County, Ohio, hereinafter referred to as Cleveland Metroparks, in the matter of the stated effort.

WHEREAS, Cuyahoga County’s lakefront communities and Cleveland Metroparks are partnering to establish the Lake Erie Water Trail in Cuyahoga County. The partners have identified points for kayakers and other paddlesport enthusiasts to access Lake Erie and will work together to improve safety, advance best practices, and encourage tourism, educational, historical, cultural, recreational, and eco-friendly activities on Lake Erie; and

WHEREAS, said Water Trail will strive to meet the criteria and guidelines of the Ohio Department of Natural Resources Division of Watercraft (ODNR); and

WHEREAS, Cleveland Metroparks will act as Local Sponsor for the effort and will submit the proposed Water Trail to ODNR to achieve state designation on behalf of the partnership; and

WHEREAS, if Water Trail designation is granted, Cleveland Metroparks shall be eligible to apply for funding for brochures and signage to increase public awareness and mark public access points for the Water Trail.

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

SECTION ONE: Cleveland Metroparks of Cuyahoga County and Hinckley Township in Medina County, Ohio, declares its support for the establishment of the Lake Erie Water Trail in Cuyahoga County and approves a submittal of an application to ODNR for state designation of same.

Passed: September 18, 2019.

Attested: _____
Deborah R. Hairston, Sr. Executive Assistant

Attested: _____
Karen L. Freedman, Executive Assistant

Brian M. Zimmerman
Chief Executive Officer
Cleveland Metroparks

Debra K. Berry
President
Board of Park Commissioners of the
Cleveland Metropolitan Park District

**Resolution of Authorization
Clean Vessel Act Grant**

September 18, 2019

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public pump outs to help keep our region's navigable waters clean, through the State of Ohio Clean Vessel Act grant program, and

WHEREAS, Cleveland Metroparks owns and maintains public marinas in Cuyahoga County, Ohio as part of the metropolitan park district, and

WHEREAS, Cleveland Metroparks plans to purchase a portable pump out for use at its public marinas, and

WHEREAS, Cleveland Metroparks desires financial assistance under the Clean Vessel Act grant program,

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

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

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

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

Debra K. Berry, President
Board of Park Commissioners

CERTIFICATE OF RECORDING OFFICER

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

Brian M. Zimmerman
Chief Executive Officer

RESOLUTION NO. 19-09-108

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

Attest: _____

Chief Financial Officer

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

Printed Checks dated August 9, 2019 in the amount of \$1,184,989.08

Printed Checks dated August 16, 2019 in the amount of \$1,236,107.81

Printed Checks dated August 23, 2019 in the amount of \$1,162,345.31

Printed Checks dated August 30, 2019 in the amount of \$484,247.91

Printed Checks dated September 6, 2019 in the amount of \$1,062,425.58

Net Payroll dated July 21, 2019 to August 3, 2019 in the amount of \$1,624,774.87

Withholding Taxes in the amount of \$350,366.39

Net Payroll dated August 4, 2019 to August 17, 2019 in the amount of \$1,587,233.30

Withholding Taxes in the amount of \$345,606.11

Bank Fees/ADP Fees in the amount of \$99,308.46

Cigna Payments in the amount of \$504,182.76

ACH Debits (First Energy; Sales Tax) in the amount of \$89,318.35

Visa/Travel Purchasing Card dated August 4, 2019 to September 7, 2019 in the amount of \$416,542.73

Total amount: \$10,147,448.66

PASSED: September 18, 2019

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 19-09-108** listed above.

RESOLUTION NO. 19-09-109

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

Attest: _____

Chief Financial Officer

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

Visa Card-Arborwear dated August 4, 2019 to September 7, 2019 in the amount \$400.00

Total amount: \$400.00

PASSED: September 18, 2019

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 19-09-109** listed above.