

MINUTES OF THE
BOARD OF PARK COMMISSIONERS
OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
DECEMBER 17, 2020

The Board of Park Commissioners met on this date, Thursday, December 17, 2020, 8:00 a.m., in-person at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio, and via videoconference pursuant to HB 404.

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

APPROVAL OF MINUTES.

No. 20-12-162: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve the minutes from the Regular Meeting of November 19, 2020, 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 2020 vs. 2019 Year-To-Date, for the Month Ended November 30, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **92793** to **92800** and they were filed for audit.

ACTION ITEMS.

- (a) ***Swearing in of Police Sergeants***
(Originating Source: *Katherine M. Dolan, Chief of Police*)

Stephen M. Howard

Stephen M. Howard will be promoted to the rank of Sergeant, effective December 20, 2020. We would like to publicly recognize Sgt. Howard today as he reaffirms his commitment to protect and serve the visitors and guests of Cleveland Metroparks. His tenure with Cleveland Metroparks Police began on July 9, 2015 under retired Chief Dan Veloski. Stephen attended Baldwin Wallace College for his bachelor's degree. Currently he serves the police department as a field training officer and a crisis intervention officer.

Anthony M. Medlock

Anthony M. Medlock will be promoted to the rank of Sergeant, effective December 20, 2020. We would like to publicly recognize Sgt. Medlock today as he reaffirms his commitment to protect and serve the visitors and guests of Cleveland Metroparks. His tenure with Cleveland Metroparks Police began on July 10, 2014 under retired Chief Dan Veloski. Anthony attended the University of Toledo for his bachelor's degree. Currently he serves the police department as a field training officer, crisis intervention officer, and as a member of our dive team.

- No. 20-12-163:** It was moved by Vice President Moore, seconded by Vice President Berry and carried, to appoint Stephen M. Howard and Anthony M. Medlock as full-time police sergeants for Cleveland Metroparks as authorized by Section 1545.13 of the Ohio Revised Code.

Vote on the motion was as follows:

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

Nays: None.

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

Daniel F. Bader, Police Detective Sergeant

Daniel F. Bader has served Cleveland Metroparks for more than 36 years. He devoted these years of service using his knowledge, skills, and abilities as a Dispatcher, Ranger, Senior Ranger, Ranger Sergeant, and Police Detective Sergeant. Dan was assigned to protect and preserve lands and facilities, ensure visitor safety, deter violators of park rules and laws for the State of Ohio, and supervise law enforcement personnel. He attended training opportunities and made contributions to Cleveland Metroparks Police Department which include serving as a Field Training Officer, Bike Team Coordinator, Public Safety Rescue Diver, Dive Team Coordinator, Investigator, Fraternal Order of Police Union Representative, and Detective Bureau Supervisor. Dan also earned the

ACTION ITEMS (cont.)

designation of Master Criminal Investigator in the State of Ohio. He collaborated throughout his career when he volunteered to serve on the Westshore Critical Incident Response Service Team, Cuyahoga County Crisis Intervention Team, Ohio Internet Crimes Against Children Task Force, Northeast Ohio Region Area Maritime Security Sub-Committee, Cuyahoga County OVI Task Force, Marine Patrol Advisory Committee, Use of Force Review Panel, and Event Security Committee. Dan has received numerous commendations and awards, namely the Grand Cordon Award, the Award of Excellence, and the Ohio Attorney General's Distinguished Law Enforcement Group Achievement Award. Dan's commitment and hard work have been appreciated by members of the Police Department and will not be forgotten.

Timothy A. Blunk, Sr. Technician - Lead

Timothy A. Blunk has served Cleveland Metroparks for more than 29 years. He devoted these years of service utilizing his knowledge, skills and abilities as a Technician, Senior Technician, and Senior Technician – Lead. He maintained and enhanced parkways, all-purpose and natural-surface trails, picnic areas, restrooms, ball fields, volleyball courts, buildings, golf courses, and the Zoo, and was responsible for snow-plowing roadways and parking lots. Tim demonstrated a strong attention to detail when he performed arboriculture, tree climbing, and when he operated aerial lift equipment, chain saws, stump grinders and chippers. Additionally, he assisted with several projects throughout the Park District such as tree and shrub plantings at The RainForest, safety and aesthetic pruning for Ohio & Erie Canal Reservation and Washington Golf Course, culvert replacement, trail rehabilitation, paving projects, the renovation of Seneca Golf Clubhouse, and the revitalization of Timberlane Stable. He operated, maintained and repaired heavy equipment and trucks, sanitation lift stations, waterlines, drinking fountains, and facilities. Tim exhibited leadership and good judgment when he temporarily served as Forestry Manager, when he initiated, developed, and presented several in-house workshops which served as an opportunity for staff to develop skills in arboriculture and chainsaw safety. Additionally, he served on the CMEA Executive Board and volunteered to assist with the Forest Hills Park clean-up projects, Career Days, and the OPRA Conference & Trade Show. Tim's dedication and commitment has been an asset to the Park District, and the products of his labor have been appreciated and will not be forgotten.

Charles S. Drake, Technician

Charles S. Drake has served Cleveland Metroparks for 20 years, and prior to that he was an employee for 17 years. He utilized his knowledge, skills and abilities as a Handyperson, Senior Handyperson, Service Worker, Grounds Maintenance, and Technician. Through his knowledge and skills, Charles maintained and enhanced parkways, all-purpose trails, picnic areas, restrooms, ball fields, and buildings, and was responsible for snow-plowing roadways and parking lots. He displayed a strong attention to detail when he assisted with several projects throughout the Park District such as culvert replacement, trail rehabilitation, paving projects, and the addition to Seneca Golf Course. In addition, Charles exhibited leadership and good judgment when he provided work direction and supervision to a seasonal staff, and when he volunteered to mentor

ACTION ITEMS (cont.)

employees participating in the Park Pathways Intern Partnership (PIIP). Charles also volunteered to assist with programs and events such as children's fishing derbies, Riversweep, Outdoor Odyssey, CrossRoads and First Tee of Cleveland grand-opening activities. Charles' dedication and commitment has been an asset to the Park District, and the products of his labor have been appreciated and will not be forgotten.

Nancy C. Grabski, Executive Assistant

Nancy C. Grabski has served Cleveland Metroparks for more than 29 years. Nancy devoted these years of service utilizing her knowledge, skills, and abilities as a Secretary II, Administrative Assistant/Information Systems Specialist, and Executive Assistant. She exhibited excellent attention to detail, organizational skills and professionalism when she performed administrative support for the Protective Services Captains, Deputy Chief, and Chief of Police. She used her knowledge and skills to independently oversee the department budget, conduct training utilizing communication unit software, manage the department network system including user security and procedures, serve as the department liaison to the Data Processing Manager, and oversee the department records retention activities. Additionally, Nancy provided helpful and friendly service experiences to public officials, visitors and staff, and had the respect and confidence of her fellow employees. She was a recipient of the Law Enforcement Civilian Award, served on the Benefit Study Team, Wellness, Information Technology Steering, and Cleveland Metroparks Centennial committees, and volunteered and assisted with numerous Open House, CrossRoads, Summer Magic, and STAR Tour events. Nancy's dedication and commitment has been a valued asset to the Police Department, and the products of her labor have been appreciated and will not be forgotten.

Deborah R. Hairston, Sr. Executive Assistant

Deborah R. Hairston has served Cleveland Metroparks for 24 years. Debbie devoted these years of service utilizing her knowledge, skills and abilities as a Legal Secretary, Legal Assistant/Legal Secretary, Legal Specialist, Executive Assistant, Executive Assistant-General Office Manager, and Senior Executive Assistant. She exhibited excellent attention to detail, organizational skills and professionalism for the Law Director, Chief Executive Officer, and the Board of Park Commissioners. Debbie used her knowledge and skills to independently oversee complex legal department documents related to bids, proposals, concession agreements, licenses, branded sponsor agreements, permits, vendor insurance and bonds, and documents related to real estate acquisitions, and managed and responded to numerous public records inquiries. She prepared countless Board agendas, transitioned them from a paper format to an electronic format, made all information related to Board meetings including agendas, minutes, audio recordings and presentations available to the public on the website, and efficiently implemented strategies that improved the Board meeting processes. Additionally, Debbie provided leadership and good judgment when she oversaw general office operations of the Administration building which included supervising and providing work direction to the building receptionists and assisting them in developing their skills and knowledge of processes and techniques. Debbie planned, coordinated and led STAR Tours and

ACTION ITEMS (cont.)

Administration building activities, initially organized and led the process for Cleveland Metroparks certification through the Commission for Accreditation of Park and Recreation Agencies (CAPRA), served on Cleveland Metroparks Centennial, Information Services Steering, and Personnel committees, and when she volunteered and assisted with numerous CrossRoads, Summer Magic, and Perfect Attendance events. Debbie's dedication and commitment has been a valued asset to the Park District, and the products of her labor have been appreciated and will not be forgotten.

Bruce E. Mitchell, Police Sergeant

Bruce E. Mitchell has served Cleveland Metroparks for more than 25 years, utilizing his knowledge, skills, and abilities as a Ranger, Senior Ranger, and Police Sergeant. Bruce was assigned to protect and preserve lands and facilities, ensure visitor safety, deter violators of park rules and laws for the State of Ohio, and supervise law enforcement personnel. He attended countless training opportunities and made valuable contributions to Cleveland Metroparks Police Department which include serving as a member of a special investigator's taskforce for Ohio Internet Crimes Against Children Task Force, was one of the originators and a member of Cleveland Metroparks Honor Guard, and served as a CPR & First Aid Instructor for law enforcement personnel. He has also served the Greater Cleveland Community and surrounding law enforcement agencies by participating in law enforcement and public safety efforts throughout Cleveland Metroparks and the surrounding communities. His professionalism, dedication and positive representation has been an asset to Cleveland Metroparks as evidenced by his letters of commendations and awards, namely the Life Saving Award. Bruce's commitment and hard work have been appreciated by members of the Police Department and will not be forgotten.

Donald A. Mitzo, Sr. Technician

Donald A. Mitzo has served Cleveland Metroparks for more than 23 years, and prior to that as a seasonal employee for two summers. He has devoted these years of service utilizing his knowledge, skills, and abilities as a Seasonal Maintenance Specialist, Handyperson, Senior Handyperson, Technician, and Senior Technician. He maintained and enhanced parkways, all-purpose trails, picnic areas, restrooms, ball fields, and buildings, and was responsible for snow-plowing roadways and parking lots. Don assisted with countless construction rehabilitation projects throughout the Park District such as the addition to Cleveland Metroparks Administrative Building, Seneca Golf Course, Aukerman Park, Rivergate Park, Royalview Picnic Shelter, the Trailside Program Center and restrooms, and numerous roofing and underground utility improvements. He used his mechanical and construction knowledge to create an innovative toboggan lift system with a team of co-workers which is used to transport toboggans in a safe and efficient manner. Additionally, he exhibited leadership and good judgment when he provided work direction and supervision to seasonal staff, and when he assisted with on-the-job training of his peers. Don volunteered to assist with children's fishing derbies where he provided a positive experience for young anglers and their parents, the OPRA Conference & Trade Show, and as evidenced by his letters of commendation from staff, including recognition for perfect attendance during several years of his career. Don's

ACTION ITEMS (cont.)

dedication and commitment has been a valued asset to the Park District, and the products of his labor have been appreciated and will not be forgotten.

Debra K. Shankland, Naturalist 2

Debra K. Shankland has served Cleveland Metroparks for more than 26 years. She utilized her knowledge, skills, and abilities as a Naturalist, Naturalist II, Naturalist 1, and Naturalist 2. She planned, developed, and implemented a variety of innovative outdoor education programs at the Garfield Park, Brecksville, and Rocky River nature centers, and for the last part of her career at the Watershed Stewardship Center where she increased the participants' environmental awareness, concern for conservation, and appreciation for native plants and wildlife. Debra led watershed and conservation-based programs for diverse audiences and was widely recognized as front-line interpreter by her peers. She received the Master Front Line Interpreter Award at the National Association of Interpretation (NAI) Great Lakes Conference where she was honored with the Outstanding New Interpreter Award. Additionally, she was recognized and commended for her efforts with the Slavic Village Development Corporation and Mill Creek Falls History Center during the planning and opening of Mill Creek Falls. This included developing the interpretive text for the wayside panels where her perseverance with this project resulted in an Ohio Bicentennial Historic Marker for the falls. She was also instrumental in preparation of interpretive graphics for the Lake to Lake Trail where her research, writing, illustrations, and photos resulted in panels of high interest, readability, understanding, and valuable information. Debra also served an integral role as the Outdoor Education representative during the development of the overall master plan for the Watershed Stewardship Center where she worked closely with Cleveland Metroparks Natural Resources and Planning teams, the West Creek Conservancy, the City of Parma, and the Northeast Ohio Regional Sewer District. Debra also successfully planned, created and conducted special events such as RiverDay Expo, Bug Fest, FallFest, Cedar Valley Celebration, World Water Day Celebration, and Backyard Nature Bash. Debra's dedication and commitment has been a valued asset to Cleveland Metroparks, and the products of her labor have been appreciated and will not be forgotten.

No. 20-12-164: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to recognize Daniel F. Bader, Timothy A. Blunk, Charles S. Drake, Nancy C. Grabski, Deborah R. Hairston, Bruce E. Mitchell, Donald A. Mitzo, and Debra K. Shankland for their years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolutions found on pages **92801** to **92808**.

Vote on the motion was as follows:

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

Nays: None.

ACTION ITEMS (cont.)

(c) 2020 Budget Adjustment No. 11

(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 - 2020**

| Object Code | Object Description | Original Budget | | | Total Prior Budget Amendments | Proposed Amendment #11 12/17/2020 | Total |
|------------------|-------------------------------|-----------------|-------------------------|----------------|-------------------------------|-----------------------------------|----------------|
| | | Baseline Budget | Carry Over Encumbrances | Total | | | |
| OPERATING | | | | | | | |
| 51 | Salaries | \$ 56,164,224 | \$ - | \$ 56,164,224 | \$ (108,554) | \$ (151,566) A | \$ 55,904,104 |
| 52 | Employee Fringe Benefits | 18,489,702 | 43,861 | 18,533,563 | 143,852 | 25,196 B | 18,702,611 |
| 53 | Contractual Services | 14,615,911 | 1,163,297 | 15,779,208 | 551,352 | 201,377 C | 16,531,937 |
| 54 | Office Operations | 24,071,314 | 2,192,891 | 26,264,205 | 3,215,413 | (33,589) D | 29,446,029 |
| | Operating Subtotal | 113,341,151 | 3,400,049 | 116,741,200 | 3,802,063 | 41,418 | 120,584,681 |
| CAPITAL | | | | | | | |
| 571 | Capital Labor | 900,000 | - | 900,000 | - | - | 900,000 |
| 572 | Capital Construction Expenses | 26,205,084 | 10,954,935 | 37,160,019 | 6,338,004 | 461,275 E | 43,959,298 |
| 574 | Capital Equipment | 2,766,476 | 681,816 | 3,448,292 | 581,944 | 141,100 F | 4,171,336 |
| 575 | Zoo Animals | 75,000 | 5,265 | 80,265 | - | - | 80,265 |
| 576 | Land | 2,032,525 | 12,406 | 2,044,931 | 1,675,036 | - | 3,719,967 |
| | Capital Subtotal | 31,979,085 | 11,654,422 | 43,633,507 | 8,594,984 | 602,375 | 52,830,866 |
| TOTALS | | | | | | | |
| Grand totals | | \$ 145,320,236 | \$ 15,054,471 | \$ 160,374,707 | \$ 12,397,046 | \$ 643,793 | \$ 173,415,546 |

An explanation of the adjustments, by category, can be found on pages **92809** to **92811**. The net effect of all adjustments is an increase of \$643,793, all of which is provided for by increased revenue, donations, grants, or other restricted funds.

No. 20-12-165: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve the 2020 Budget Adjustment No. 11 for a total increase of \$643,793 as delineated on pages **92809** to **92811**.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)**(d) 2021 Appropriations Budget**

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

According to State statute, the Board of Park Commissioners must adopt Cleveland Metroparks' 2021 appropriations budget on or before December 31, 2020.

Budget proposals were submitted by each of the Chiefs for their respective departments. A comprehensive budget was compiled, not only considering operations for 2021, but also projecting operations through 2023, which is the entire span of the current tax levy.

A summary of the budgeted appropriations for 2021 are as follows:

| CLEVELAND METROPARKS | | | | |
|-------------------------------------|-------------------------------|-----------------|-----------------------------------|-----------------|
| Appropriation Summary - 2021 | | | | |
| Object Code | Object Description | Original Budget | | |
| | | Baseline Budget | Estimated Carry Over Encumbrances | Estimated Total |
| OPERATING | | | | |
| 51 | Salaries | 52,763,744 | - | 52,763,744 |
| 52 | Employee Fringe Benefits | 18,361,317 | 254,848 | 18,616,165 |
| 53 | Contractual Services | 14,829,987 | 3,822,946 | 18,652,933 |
| 54 | Office Operations | 23,476,866 | 4,053,289 | 27,530,155 |
| | Operating Subtotal | 109,431,914 | 8,131,083 | 117,562,997 |
| CAPITAL | | | | |
| 571 | Capital Labor | 835,000 | - | 835,000 |
| 572 | Capital Construction Expenses | 20,180,409 | 10,086,250 | 30,266,659 |
| 574 | Capital Equipment | 2,749,394 | 680,393 | 3,429,787 |
| 575 | Zoo Animals Acq/Freight | 45,000 | 5,973 | 50,973 |
| 576 | Land | 1,855,900 | 33,555 | 1,889,455 |
| | Capital Subtotal | 25,665,703 | 10,806,171 | 36,471,874 |
| TOTALS | | | | |
| Grand totals | | \$135,097,617 | \$18,937,254 | \$154,034,871 |

Additionally, pursuant to Article 4 of its By-Laws, Cleveland Metroparks Board of Park Commissioners shall fix the compensation range for all employees. To account for increases to the State of Ohio minimum wage, cost of living increases, and to maintain market competitiveness, the above 2021 appropriations budget includes the following:

ACTION ITEMS (cont.)

- A Regular Employee compensation range from \$4.40/hour (tipped employee minimum) to \$272,429/annual for 2021, and
- An Intermittent Employee compensation range from \$4.40/hour (tipped employee minimum) to \$35.00/hour for 2021.

No. 20-12-166: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve the 2021 proposed appropriations budget, as reflected above, inclusive of the fixing of the 2021 compensation range for all employees.

Vote on the motion was as follows:

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

(e) ***Single Source(s): Surplus Declaration(s), Auction Approval(s):***
A) Declaration of Surplus Equipment/Vehicles for 2021 and Sale through GovDeals;
B) Permission for “Live Auction” (September 25, 2021); and,
C) Single Source #6545 – 2021 Purchase of Used Vehicles and Equipment through Auction(s).
(Originating Sources: Joseph V. Roszak, Chief Operating Officer/William Chorba, Chief Financial Officer/Charlie Rosol, Procurement Manager/Mike Wegas, Fleet Manager)

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:

| | 2016 | 2017 | 2018 | 2019 | 2020 |
|-----------------------|-------------|-------------|--------------|---------------|-----------------|
| Items Sold | 144 (12/3) | 114 (12/4) | 52 (7/24) | 23 (11/8) | 46 (11/30) |
| On-Line Sale Value | \$76,051.10 | \$86,256.31 | \$30,859.19* | \$19,681.66** | \$166,587.01*** |
| Gov-Deals Cost (7.5%) | \$5,703.83 | \$6,469.22 | \$2,314.44 | \$1,476.12 | \$12,494.03 |

*Live Auction, October 13, 2018 – Items Sold 485 – Net Sales \$170,998.70
 **Live Auction, September 28, 2019 – Items Sold 59 – Net Sales \$120,287.70
 ***No Live Auction in 2020

GovDeals proves to continue to be the lowest and best option for disposition of Park District property that is not well suited for live auction. While the only other viable auction house, LightGov, LLC, had a lower commission, LightGov, LLC has far fewer bidders and sells significantly fewer items. GovDeals has a cooperative

ACTION ITEMS (cont.)

purchasing contract with Sourcewell (contract number 041316-GDI), 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 2021, it is recommended that the Park District continue the public sale of surplus equipment to the highest bidder, through either on-line auction or live auction services depending on item and historic sale prices to determine avenue.

B.) Surplus II – Declaration and Auction Permission

However, some items would gain a better price through a live auction so in the fall of 2021 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. There wasn't a Live Auction in 2020 due to COVID-19.

Park Operations proposes holding a Live Surplus Auction on Saturday, September 25, 2021 at the Rocky River Management Center.

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

C.) Single Source #6545 Summary: 2021 Purchase of Used Vehicles and Equipment through Auction(s)

Cleveland Metroparks is interested in the purchase of, through “live” or online auctions, pickup trucks, compact pickup trucks, service trucks, off-road equipment, and related equipment, to replace some of its aging fleet. Replacement focus will be replacing vehicles from 1999-2008 or those that have repair costs that have exceeded 50% of the acquisition price. The majority of Cleveland Metroparks older fleet (1999-2005) are primarily dump trucks and may not be available for auction-purchase at this time (reason: Cleveland Metroparks is focusing on pickup trucks and service vehicles).

Leaning towards **2015 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 \$340,000-\$400,000. The goal through auction is to

ACTION ITEMS (cont.)

purchase vehicles as well as equipment with a total value not to exceed \$250,000 for a one (1) year period.

No. 20-12-167: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize utilization of the internet auction services of GovDeals, Inc. for 2021, as described above, to dispose of 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; and,

Further, that the Board authorize a live auction on September 25, 2021, as described above, for those items that normally do not make their way to the on-line process. Park District surplus equipment and vehicles that are best suited for live auction, 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 subsequently require prior Board approval being secured for items with anticipated value over \$10,000; and,

Lastly, that the Board approve the purchase of used vehicles and/or equipment at live or online auctions, as specified in the above Single Source #6545, for a **total amount not to exceed \$250,000** for a one (1) year period. Further, 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.

Vote on the motion was as follows:

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

Nays: None.

- (f) ***Authorization for Cleveland Metroparks Police Department to Enter into an Intergovernmental Cooperative/Mutual Aid Agreement***
(Originating Sources: Katherine Dolan, Chief of Police/Ken Schabitzer, Lieutenant/Rosalina M. Fini, Chief Legal & Ethics Officer)

Background

The City of Bay Village and Cleveland Metroparks share a mutual concern to provide a safe and secure environment throughout the City and the Park District. Ohio Revised Code §1545.131 provides authority for a park district to enter into agreements with

ACTION ITEMS (cont.)

municipal corporations to assist with police protection. The interagency agreement will delineate requests for assistance, Cleveland Metroparks' responsibilities, the City of Bay Village's responsibilities and other relevant terms.

No. 20-12-168: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to enter into an Intergovernmental Cooperative/Mutual Aid Agreement with the City of Bay Village and Cleveland Metroparks Police Department in a form to be approved by the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

(g) ***Amendment to Board Resolution No. 18-05-070: Prisoner Housing Contracts***
(Originating Sources: Katherine Dolan, Chief of Police/Ken Schabitzer,
Lieutenant/Rosalina M. Fini, Chief Legal & Ethics Officer)

Cleveland Metroparks ~~Ranger~~ Police Department contracts with ~~three~~ four city correctional facilities and one county facility to house their prisoners upon arrest and after sentencing. The ~~four~~ five facilities have agreed to house said prisoners under agreements that outline the costs and responsibilities of each agency. Depending upon the facility, the cost per day to house prisoners ranges ~~from \$80—\$99~~ in value based upon the negotiated rate with each facility. Charges for other services, including but not limited to, Breath Alcohol Content (BAC) tests, video arraignments, and recording equipment, will be paid according to the negotiated terms.

The following are the entities with which the ~~Ranger~~ Police Department recommends to enter into contracts in order to have access to appropriate prisoner housing facilities in multiple jurisdictions served by Cleveland Metroparks:

1. Cuyahoga County
2. City of Solon
3. City of North Royalton
4. City of Strongsville
5. City of Bay Village

Because these agreements have the ability to renew and will exceed the cost of \$50,000 during those renewal terms, the ~~Ranger~~ Police Department is coming before the Board of Park Commissioners for approval.

ACTION ITEMS (cont.)

No. 20-12-169: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to amend Resolution No. 18-05-070 to add the City of Bay Village prisoner housing facility to the list of facilities that may be utilized by the Cleveland Metroparks Police Department and to allow the rates for services to be negotiated with each facility as follows:

No. 18-05-070: It was moved by Vice President Rinker, seconded by President Moore and carried, to authorize the Chief Executive Officer to execute agreements with Cuyahoga County, the City of Solon, the City of North Royalton, ~~and~~ the City of Strongsville, and the City of Bay Village for prisoner housing amenities and other related services, in an amount that exceeds \$50,000 collectively over a term of multiple years, in a form acceptable to the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Vote on the motion was as follows:

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

- (h) ***Contract Amendment – RFP #6458-B: Beecher’s Brook Restoration, North Chagrin Reservation and Chagrin River Restoration at Jackson Field, South Chagrin Reservation – Construction Guaranteed Maximum Price (Chagrin River Restoration at Jackson Field, South Chagrin Reservation)***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Chris Cheraso, Landscape Architect/Jennifer M. Grieser, Director of Natural Resources)

Background

On February 20, 2020, Cleveland Metroparks awarded a contract to RiverReach Construction (RiverReach) for design-build services for the design and construction of two components: Beecher’s Brook Restoration, North Chagrin Reservation (“Beecher’s Brook Project”) and Chagrin River at Jackson Field, South Chagrin Reservation (“Jackson Field Project”). The project team includes RiverReach and EnviroScience, Inc.

ACTION ITEMS (cont.)

The Jackson Field Project located in South Chagrin Reservation at Jackson Field will restore approximately 650 lineal feet of stream bank on the Chagrin River using natural channel design and bioengineering slope stabilization techniques for erosion control. The project will restore floodplain connectivity and improve fish habitat.

The Jackson Field Project is funded by the Ohio Environmental Protection Agency 319(h) Grant, Northeast Ohio Sewer District, and Cleveland Metroparks. As a Project Partner, Chagrin River Watershed Partners, Inc. is contributing to the grant education and outreach deliverables.

Analyzing historical aerial photography, EnviroScience observed that the Chagrin River has shifted approximately 200' to the north in recent history with the most significant geometry change occurring within the Jackson Field Project area. The shift has caused significant loss of land and required realignment of the bridal trail. The meander is largely intact upstream and downstream of the Jackson Field Project area; additionally, from an aerial view of geometry, the Chagrin River has largely maintained its historical channel geometry. The re-alignment will allow for regrading of bank slopes that will promote vegetation establishment and provide approximately $\pm .53$ acres of new floodplain on the left descending bank and $\pm .23$ acres of floodplain bench along the right descending bank. Together rock toe stabilization, bioengineering and woody debris will create both a short-and long-term resilient streambank. The rock provides structural stability until the vegetation establishes and spreads over the streambank, creating shade, rooting mass and vegetative roughness. Additionally, these improvements will improve habitat for native species.

Cleveland Metroparks has worked closely with the design team to incorporate felled invasive trees, dead trees and live willow cuttings within the vicinity for streambank stabilization.

At the time of the Board's award for the Jackson Field Project, only the preconstruction services fee, due diligence and design fee, and preconstruction expenses were established at \$59,048. During the design stage it was determined that a non-performance of design-stage bonding could occur and save \$1,238. The cost savings was incorporated into the Cost of Work.

The GMP for Beecher's Brook Project and Jackson Field Project are to be developed separately and the contract amended accordingly in order to expedite the project schedule. This Board Action addressed only the Jackson Field Project GMP.

GMP Establishment (Jackson Field Project)

RiverReach, based on 60% complete construction documents, has established the Guaranteed Maximum Price for the Jackson Field Project as referenced below.

ACTION ITEMS (cont.)

| <u>ITEM</u> | <u>COST</u> |
|---|-----------------------------|
| Tree Dropping and Processing | \$ 14,160.77 |
| Mobilization, Staging and Access | \$ 18,278.89 |
| Layout | \$ 17,940.00 |
| Earthmoving | \$ 64,684.93 |
| Rock Import and Placement | \$ 102,080.66 |
| Lock Logs | \$ 15,851.47 |
| Erosion Control Matting | \$ 11,001.77 |
| Demobilization, Staging and Access Repair | \$ 10,515.58 |
| Planting | \$ 28,783.67 |
| <i>Cost of Work Subtotal</i> | <i>\$ 283,297.74</i> |
| Staff Costs/General Conditions 3.99% | \$ 11,303.58 |
| Construction Contingency 0.00% | \$ 0.00 |
| Construction Stage Design Services Fee 1.39% | \$ 3,937.84 |
| Design-Builder's Fee 7.00% | \$ 19,830.84 |
| <i>Total of Guaranteed Maximum Price 1</i> | <i>\$ 318,370.00</i> |

Funding for the project is comprised of a combination of Ohio Environmental Protection Agency 319(h) grant funding, Northeast Ohio Regional Sewer District Stormwater Management Reimbursement Fund, as well as Cleveland Metroparks capital funds.

Staff will return to the Board to amend the Guaranteed Maximum Price for the Beecher's Brook Project.

Construction Schedule

RiverReach's construction schedule associated with the proposed GMP for the Jackson Field Project anticipates commencing construction in late December 2020 and completing construction in the summer of 2021. Cleveland Metroparks staff will monitor construction progress and provide updates to the Board.

No. 20-12-170: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price (GMP) contract with **RiverReach Construction**, for construction of **RFP #6458-b, Chagrin River Restoration at Jackson Field, South Chagrin Reservation**, to reflect a GMP for the Jackson Field Project in the amount of **\$318,370**, which will be an amount in addition to the \$57,810 (adjusted to reflect Preconstruction Stage Compensation savings of \$1,238) already awarded

ACTION ITEMS (cont.)

for preconstruction services, for a total of \$376,180, in a form to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

- (i) ***Lakefront Reservation: Authorization to Submit Grant Application and Commit Funds***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Natalie Ronayne, Chief Development Officer/Jennifer Grieser, Director of Natural Resources/Kristen Trolio, Grants Manager)

The Ohio Department of Natural Resources Office of Coastal Management offers funds through the Coastal Management Assistance Grant (CMAG) Program, with a goal to support Lake Erie Coastal Resources. Public access and coastal planning are two current priorities of the CMAG Program and Cleveland Metroparks has applied to this program for funds to complete a nature-based shoreline restoration plan for a ±400ft stretch of shoreline at Wendy Park. Since 2017, more than 10 feet of shoreline loss has been documented by staff. This erosion affects water quality by contributing to increased sediment loads and accumulating debris on the shoreline. Additionally, the erosion threatens park infrastructure.

Cleveland Metroparks will hire KS Associates (KS) (via RFQu #6447 – Coastal, Shoreline and Riverfront Professional Design Services 2019-2024) to complete this nature-based shoreline restoration design, which will include probable cost estimates, and KS will subcontract with GEI Consultants, Inc. to perform a Level 1 Ecological Survey for the project area. Cleveland Metroparks is confident in a nature-based shoreline design in this specific location because it exists within the Cleveland Harbor and does receive a measure of protection not seen by most of the Park District's other open-water locations on the Lake Erie shore.

The proposed nature-based design will mimic the natural shoreline and the natural water/shore interface, will incorporate native materials, will maintain natural coastal processes, and will provide learning opportunities for other natural resource professionals in northeast Ohio. The outcome will be a comprehensive design that will prepare Cleveland Metroparks for execution of the plan, which will combat excessive erosion along this stretch of shoreline to benefit water quality and public amenities at the park and to provide additional native habitat for fish, birds, and other wildlife.

The project budget is as follows:

| | |
|--|-----------------|
| Cleveland Metroparks | \$21,000 |
| <u>Coastal Management Assistance Grant</u> | <u>\$21,000</u> |
| Total Project: | \$42,000 |

ACTION ITEMS (cont.)

The required resolution is on page **92812**.

No. 20-12-171: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the adoption of the resolution to authorize the submittal of a grant application to the Ohio Department of Natural Resources for funding assistance of ± \$21,000 through the Coastal Management Assistance Grant Program as described above; to authorize and agree to obligate the required matching funds and 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 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.

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCE:

No. 20-12-172: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the following awards:

- (a) **RFP #6513:** **Cleveland Metroparks Mobile Application** (see page **92771**);
- (b) **RFP #6530:** **Information Systems Staff Augmentation** (see page **92774**);
- (c) **Bid #6532:** **Park Wide Demolition Package - 2020** (see page **92776**);
- (d) **Single Source #6533:** **Estimated 2021 Postage** (see page **92778**);
- (e) **Bid #6534:** **Concrete** (see page **92779**);
- (f) **Co-Ops #6535:** **Information Technology Equipment and Services** (see page **92780**);
- (g) **RFP #6536:** **2021 Information Technology Kentico Website Development Services** (see page **92782**);
- (h) **Single Source #6540:** **Paid Media Advertising for 2021** (see page **92783**); and,
- (i) **Single Source #6546:** **Hand Scooped Ice Cream** (see page **92784**).

Vote on the motion was as follows:

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

Nays: None.

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCE (cont.)**RFP #6513 SUMMARY: CLEVELAND METROPARKS MOBILE APPLICATION****Background**

Cleveland Metroparks plans to publicly release a robust mobile application in spring of 2021 to provide guests with an opportunity to explore Cleveland Metroparks and engage in various Cleveland Metroparks offerings prior to, as well as during, their visit to the Park District.

Initial research was conducted by Cleveland Metroparks staff to identify user preferences on key feature sets and mobile application functionality. The research concluded that three areas of mobile app functionality were most important to guests: 1. the ability to find a trail; 2. finding locations of popular spots; and, 3. access to downloadable maps.

Therefore, the three key feature sets included in the proposal (RFP #6513) were: 1. Maps, directions & wayfinding; 2. Events, activities & registrations; and, 3. Content & interactive experiences.

The development and release of Cleveland Metroparks mobile application is contingent on securing sponsorship support and funds.

Cleveland Metroparks created an interdepartmental committee with representatives from Marketing, Information Technology Services (ITS), and Geographic Information Systems (GIS), to review the Mobile Application proposal responses. The proposal responses were analyzed using the following criteria:

1. **Statement of capability/biographies/experience in subject matter.** This included proposer's experience in education, technical certifications, and overall IT experience.
2. **Prior work history** included relevant feature and government project experience.
3. **Pricing.**
4. **References** were contacted for highest performing proposers and the feedback was aggregated into #1 and #2 above.

Proposals received in response to RFP #6513

Cleveland Metroparks received 16 proposals. The following four (4) vendors submitted proposals that met the required criteria: AgreeYa, M Genio, Recess Creative, and Sudhi.

The evaluation selection criteria were based on the following:

| Weight | Criteria |
|---------------|---|
| 40% | Statement of Capability/Biographies/Experience in Subject Matter This will include the experience of the specific Proposer(s) in the areas described in Section C as well as technical resumes of staff which may include but is not limited to education, technical certifications, and overall IT experience. |
| 30% | Prior Work History Please include work history of services provided for related information technology projects. |
| 30% | Pricing |
| 100% | Total |

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

The overall scoring and estimated costs per section is listed below in the two (2) charts.

| | Points Possible | AgreeYa | M Genio | Recess Creative | Sudhi |
|---|-----------------|---------|---------|-----------------|-------|
| Statement of Capability/Biographies/Experience in Subject Matter (40%) | | | | | |
| Capability/Staff/Experience (All) | 0.10 | 0.08 | 0.05 | 0.10 | 0.02 |
| Project Management/Scoping (All) | 0.10 | 0.07 | 0.02 | 0.10 | 0.05 |
| Technical Competence (GIS/IT) | 0.20 | 0.18 | 0.15 | 0.12 | 0.05 |
| Total | 0.40 | 0.33 | 0.22 | 0.32 | 0.12 |
| Prior Work History (30%) | | | | | |
| Similar Applications (All) | 0.15 | 0.15 | 0.12 | 0.12 | 0.05 |
| Public Sector Apps (All) | 0.15 | 0.15 | 0.00 | 0.15 | 0.10 |
| Total | 0.30 | 0.30 | 0.12 | 0.27 | 0.15 |
| Pricing (30%) | | | | | |
| Total | 1.00 | 0.78 | 0.42 | 0.82 | 0.57 |

Pricing

| | AgreeYa | M Genio | Recess Creative | Sudhi |
|--------------------|----------------------|----------------------|----------------------|----------------------|
| Grand Total | \$ 286,740.00 | \$ 325,000.00 | \$ 232,500.00 | \$ 194,926.80 |

Based upon the above criteria and scoring, staff recommends Recess Creative, as the vendor of choice for Cleveland Metroparks Mobile Application. Recess Creative emerged as the preferred vendor to both develop and maintain the mobile application because they provided the overall best value and qualifications for this project.

Recess Creative’s estimated cost to develop the mobile application is \$232,500. Once the contract is awarded, but before work begins, a more in-depth scoping session between Recess Creative and Cleveland Metroparks staff will narrow the project requirements.

The final budget will be funded by corporate sponsorship and/or other funding sources. An additional \$40,000 contingency fund will also be established for mobile app-related products and services that may not be assigned to this vendor. The total amount of funds allocated for the mobile application project is \$272,500. The contract will include language specifying that costs shall not to exceed the budget threshold of \$272,500.

Cleveland Metroparks reserves the right to not award any contracts to any of mobile application vendors stated above and/or to adjust the scope of work to meet any potential budget changes or requirements. This contract authorization is contingent upon the receipt of funding for this project.

RECOMMENDED ACTION:

That the Board authorize, contingent upon the receipt of funding, the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer,

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

between Cleveland Metroparks and **Recess Creative** in an amount **not to exceed \$272,500** for its lowest and best proposal, as summarized above and maintained in the proposal file for RFP #6513, for the Cleveland Metroparks Mobile Application. The contract term will be mutually agreed upon by the parties in writing.

(See Approval of this Item by Resolution No. 20-12-172 on Page 92770)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

RFP #6530 SUMMARY: INFORMATION SYSTEMS STAFF AUGMENTATION

| |
|--|
| <i>--- HIGHLIGHTS AT A GLANCE ---</i> |
| 2020 Expenditures = \$124,749 |
| 2021 Estimate = \$200,000 |

*NOTE: The 2020 expenditure is significantly less due to COVID-19 impact on operations.

Background

Currently, the Information Technology Services (ITS) utilizes outside IT contracts and consultants to supplement the efforts of related IT projects and services. This includes, but is not limited to, database administration, desktop services, web development, and other system services. These contractors assist Cleveland Metroparks in a variety of ways, including, but not limited to:

- a.) Additional projects in which outside knowledge is required,
- b.) IT services in order to expedite timelines, and
- c.) IT services for internal employment scenarios (departures, etc.).

This recommendation is to select a list of companies for which Cleveland Metroparks may obtain certain contractors to assist Cleveland Metroparks with IT services. This competitive process allows Cleveland Metroparks to select the best contractors for the required job while maintaining financial objectivity. Therefore, the below companies were selected in order to provide IT related services on an “as-needed” basis.

The proposal looked at various companies examining three criteria including: 1. Statement of capability (experience, resumes); 2. Prior work history and overall company (previous work with government, process, etc.); and, 3. average pricing. All of this concluded with an overall score highlighting the awarded clients below.

Anticipated Vendors (include, but are not limited to the following):

| Vendor | Statement of Capability (Exp./Resumes) - 40% | Prior Work History - 30% | Pricing Score - 30% | Total |
|------------------------|---|---------------------------------|----------------------------|--------------|
| Beacon Systems, Inc. | 35 | 28 | 30 | 93 |
| Convertex Technologies | 40 | 20 | 30 | 90 |
| Dataman USA | 35 | 30 | 20 | 85 |
| DevCare Solutions | 40 | 25 | 20 | 85 |
| Global Solutions Group | 35 | 20 | 30 | 85 |
| TMH Solutions | 35 | 30 | 20 | 85 |
| ComTec Consultants | 33 | 20 | 30 | 83 |

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

| Vendor | Statement of Capability (Exp./Resumes) - 40% | Prior Work History - 30% | Pricing Score - 30% | Total |
|------------------------------|---|---------------------------------|----------------------------|--------------|
| Saigan Technologies | 35 | 18 | 30 | 83 |
| Robert Half | 35 | 25 | 20 | 80 |
| Vertex Computer Systems | 35 | 25 | 20 | 80 |
| Infojini | 38 | 20 | 20 | 78 |
| Diskriter, Inc. | 30 | 15 | 30 | 75 |
| Maven Workforce | 30 | 15 | 30 | 75 |
| Randstad Tech | 30 | 25 | 20 | 75 |
| SJN Data Center/Encore | 30 | 25 | 20 | 75 |
| Pomeroy | 35 | 18 | 20 | 73 |
| Provato | 30 | 22 | 20 | 72 |
| Beacon Hill Staffing Group | 30 | 20 | 20 | 70 |
| Paramount Software Solutions | 18 | 20 | 30 | 68 |
| SecurityZeal | 20 | 18 | 30 | 68 |

*Please note other vendors/consultants may be chosen throughout 2021 through the State of Ohio Cooperative Contract or another cooperative agreement available to government entities.

Cleveland Metroparks reserves the right to not award any contracts to any of the vendors/consultants listed above.

Contracted services from the vendors/consultants listed above will be provided on an “as needed” basis for a two (2) year contract beginning January 1, 2021 through December 31, 2022, renewable for up to two (2) additional one (1) year terms at Cleveland Metroparks’ sole discretion.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **various consultants** listed and summarized above, and maintained in the proposal file for RFP #6530, for a two (2) year contract beginning January 1, 2021 through December 31, 2022, with an option to renew for up to two (2) additional one (1) year terms, for a **total two (2) year cost not to exceed \$400,000** and a **total four (4) year cost not to exceed \$800,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 20-12-172 on Page 92770)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

BID #6532 SUMMARY: PARK WIDE DEMOLITION PACKAGE - 2020

(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Ryan Denker, Architect/Bob Burichin, Project Manager)

Background

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

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

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

- Bid No. 1: 15009 Schrieber Road, Maple Heights, Ohio 44137
- Bid No. 2: 9617 Brecksville, Road, Brecksville, Ohio 44141
- Bid No. 3: 14702 Bennett Road, North Royalton, Ohio 44133
- Bid No. 4: 4248 – 4258 Warner Road, Cleveland, Ohio 44105
- Bid No. 5: 14010 Royalton Road, Strongsville, Ohio 44136
- Bid No. 6: 5876 Lewis Road, Olmsted Township, Ohio 44138

Bid Results

On December 3, 2020 the following sealed bids were received for Bid #6532 – Park Wide Demolition Package - 2020:

| Bid #6532 - Park Wide Demolition Package - 2020 | | | | | | | | | |
|---|--------------|---------------|--------------|--------------|--------------|--------------|--------------------|-----------------|-------------------|
| VENDOR | Bid No. 1 | Bid No. 2 | Bid No. 3 | Bid No. 4 | Bid No. 5 | Bid No. 6 | Base Bid 1-6 Total | Alt. 1 (deduct) | Total with Alt. 1 |
| Badger Construction | \$ 8,000.00 | \$ 29,000.00 | \$ 11,000.00 | \$ 38,000.00 | \$ 21,000.00 | \$ 22,000.00 | \$ 135,000.00 | \$ (2,000.00) | \$ 133,000.00 |
| D&B Wrecking & Excavating | \$ 16,000.00 | \$ 22,400.00 | \$ 11,400.00 | \$ 41,600.00 | \$ 21,520.00 | \$ 20,000.00 | \$ 135,920.00 | \$ (2,200.00) | \$ 133,720.00 |
| Prosupply inc | \$ 12,400.00 | \$ 21,258.50 | \$ 16,644.25 | \$ 32,896.00 | \$ 20,826.00 | \$ 12,250.00 | \$ 139,274.75 | \$ (1,800.00) | \$ 137,474.75 |
| Daumann Enterprises | \$ 11,000.00 | \$ 40,200.00 | \$ 18,000.00 | \$ 38,200.00 | \$ 38,000.00 | \$ 21,280.00 | \$ 169,680.00 | \$ (1,000.00) | \$ 168,680.00 |
| C&J Contractors | \$ 15,800.00 | \$ 37,480.00 | \$ 18,680.00 | \$ 51,051.00 | \$ 22,567.00 | \$ 26,908.00 | \$ 176,487.00 | \$ (1,000.00) | \$ 175,487.00 |
| Cornerstone Earthwork LLC | \$ 15,750.00 | \$ 61,835.00 | \$ 20,000.00 | \$ 21,000.00 | \$ 40,100.00 | \$ 20,700.00 | \$ 182,385.00 | \$ (800.00) | \$ 181,585.00 |
| Great Lakes Grading | \$ 20,000.00 | \$ 50,000.00 | \$ 17,000.00 | \$ 45,000.00 | \$ 46,000.00 | \$ 25,000.00 | \$ 269,000.00 | \$ (1,500.00) | \$ 267,500.00 |
| KMU Trucking & Excavating | \$ 26,978.00 | \$ 59,956.00 | \$ 27,450.00 | \$ 64,890.00 | \$ 48,589.00 | \$ 34,550.00 | \$ 262,713.00 | NA | \$ 262,713.00 |
| Prty Group | \$ 29,500.00 | \$ 107,000.00 | \$ 24,500.00 | \$ 63,500.00 | \$ 76,500.00 | \$ 49,000.00 | \$ 340,000.00 | \$ (1,900.00) | \$ 338,100.00 |

Bid Analysis

Following the receipt of bids, staff performed a review and recommends the acceptance and award of Bid Nos. 1 through 6 and Bid Alternate No. 1 for the Park Wide Demolition Package - 2020 to Badger Construction Co. of Morgantown, West Virginia. Badger Construction Co. is a

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

well-established demolition contractor in West Virginia and has successfully performed similar projects in the area for the Lake Metroparks, Xenia Township (Ohio), City of Fairborn (Ohio), and Fairbanks Local School District (Ohio).

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with **Badger Construction Co.** as the lowest and best bidder for **Bid #6532 – Park Wide Demolition Package - 2020**, Bid Nos. 1 through 6 and Bid Alternate No. 1, in the amount not to exceed \$133,000. 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. 20-12-172 on Page 92770)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

SINGLE SOURCE #6533 SUMMARY: ESTIMATED 2021 POSTAGE for Presort and First-Class Mailing from U.S. Postmaster

| |
|---|
| ---- HIGHLIGHTS AT A GLANCE ---- |
| 2020 YTD Expenditure -- \$114,492.00 |
| 2021 Estimate -- \$150,500.00 |

*NOTE: The 2020 expenditure is significantly less due to COVID-19 impact on operations.

Cleveland Metroparks currently uses the services of the United States Postmaster for the mailing of both presort and first-class mail.

Presort Mail Postage

A total of \$123,000 is estimated for the Park District's 2021 Presort Mail expenses to accommodate the mailing of publications offered by Cleveland Metroparks (primarily the "Emerald Necklace [monthly] Newsletter").

First-Class Postage

First-Class postage for the Park District is estimated at \$27,500 (\$25,000 Administration, \$1,500 Zoo, and \$1,000 Police) for 2021. First-Class postage is used primarily for outgoing office mail including daily correspondence, vendor payments, news releases, and reservation confirmations.

| | | |
|--------------------------|--------------------------------|---------------------|
| 1013005 – (Presort Mail) | Administration Office | \$123,000.00 |
| 1013005 – (First-Class) | Administration Office | 25,000.00 |
| 1017010 – (First-Class) | Zoo Administration | 1,500.00 |
| 1016030 – (First-Class) | Police Department | <u>1,000.00</u> |
| | TOTAL BUDGET ALLOCATION | \$150,500.00 |

RECOMMENDED ACTION:

That the Board approve **U.S. Postmaster** as a Single Source supplier of Presort and First-Class Postage during 2021, for a **total cost not to exceed \$150,500**, as itemized in the Single Source #6533 Summary. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 20-12-172 on Page 92770)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

BID #6534 SUMMARY: CONCRETE to be supplied on an “as needed” basis from January 1, 2021 through December 31, 2021 to various locations throughout Cleveland Metroparks

| |
|---------------------------------------|
| --- HIGHLIGHTS AT A GLANCE --- |
| 2020 YTD Expenditures = \$47,775.25 |
| 2021 Estimate = \$150,000.00 (1) |

*NOTE: The 2020 expenditure is significantly less due to COVID-19 impact on operations.

(1) The 2021 estimate includes miscellaneous patches and repairs of roads and asphalt trails, as well as specific infrastructure rehabilitation, and capital projects performed by Park District staff.

The awarded supplier will provide and may pour up to \$150,000 of 3000 psi, 3500 psi, 4000 psi, 4500 psi, Class C, LSM 50, and LSM 100 concrete (all based on per yard pricing) as well as additives, additional services and colors at specified locations throughout Cleveland Metroparks on an "as needed" basis. The concrete will be used by Park District personnel for various projects such as footers, pads and other concrete items.

| CONCRETE TYPE | 3000 psi | 3500 psi | 4000 psi | 4500 psi | Class C | LSM 50 | LSM 100 |
|---------------|----------|----------|----------|----------|----------|---------|---------|
| 2020 | \$111.00 | \$114.00 | \$117.00 | \$120.00 | \$120.00 | \$88.00 | \$90.00 |
| 2021 | \$109.00 | \$112.00 | \$115.00 | \$118.50 | \$118.00 | \$88.00 | \$90.00 |

**Prices for additives, additional services and colors are on file in the Procurement Office.*

The bid was sourced to ±20 suppliers and Cleveland Metroparks only received one (1) bid: Shelly Materials, DBA: Medina Supply Company.

Overall, the Park District will see ±1% decrease in cost per yard compared to 2020 price structure.

RECOMMENDED ACTION:

That the Board authorize an award of Bid #6534 to the lowest and best bidder, **Shelly Materials, DBA: Medina Supply Company**, for the supply of concrete for the period beginning January 1, 2021 extending through December 31, 2021, at the unit costs specified in the summary and bid file, for a **total cost not to exceed \$150,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 20-12-172 on Page 92770)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

CO-OPS #6535 SUMMARY: **INFORMATION TECHNOLOGY EQUIPMENT AND SERVICES** for a one (1) year period beginning January 1, 2021 through December 31, 2021

| |
|--|
| <i>--- HIGHLIGHTS AT A GLANCE ---</i> |
| 2020 YTD Expenditure - \$496,152.85 |
| 2021 Estimate - \$600,000.00 |

*NOTE: The 2020 YTD expenditure is significantly less due to COVID-19 impact on operations.

This recommendation makes available certain equipment and services on an “as-needed” basis for a one (1) year period beginning January 1, 2021 through December 31, 2021 to the Information Technology Department (ITS) for the purchase of multiple items which may include, but are not limited to: desktop computers, laptops, servers, storage area network (SAN) storage devices, switches, firewall, phone system equipment, wireless equipment, audio/visual equipment, and other related technologies and services.

In 2020, multiple items were procured from various vendors such as: Dell, Logicalis, CDWG, MCPc, and Integrated Precision Systems. The purchases from these vendors approved in this summary are part of a cooperative agreement (*e.g.*, either the State of Ohio, GSA pricing, or other purchasing cooperative programs).

The award will provide flexibility to purchase from various vendors based on need and availability. Furthermore, this recommendation will allow the ITS Department to purchase products more quickly and efficiently on state term or other purchasing cooperatives.

Vendors and Possible Equipment/Services (include but not limited to):

- **Dell:** Cleveland Metroparks generally does two bulk purchases, one at the beginning of the year and one at the end, that is focused on desktop computers, laptops, etc. In addition, Networking Operations will purchase servers, additional storage, and other network equipment needed with various purchases done throughout the year.
- **Logicalis:** Network switches, wireless access points, routers, firewalls, and necessary VoIP equipment.
- **CDWG:** Anti-Virus Software, Renewals of various hardware and software, Microsoft Surface Devices, and other various technologies.
- **MCPc:** Microsoft Software, Endpoints (desktops, laptops), and various hardware.
- **Integrated Precision Systems (IPS):** Access Control systems, security cameras, gate and door access.
- **SoundCom:** Audio/Visual components, media systems
- **AVI/SPL:** Audio/Visual components, media systems

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)**RECOMMENDED ACTION:**

That the Board approve the purchase of information technology equipment and services per Co-Ops #6535 for a one (1) year period beginning January 1, 2021 through December 31, 2021, from **various vendors** as indicated above, for a **total cost not to exceed \$600,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 20-12-172 on Page 92770)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

**RFP #6536 SUMMARY: 2021 INFORMATION TECHNOLOGY KENTICO
WEBSITE DEVELOPMENT SERVICES**

| |
|---------------------------------------|
| <i>--- HIGHLIGHTS AT A GLANCE ---</i> |
| 2020 YTD Expenditures = \$60,000.00 |
| 2021 Estimate = \$100,000.00 |

Background

Currently, Information Technology Services (ITS) utilizes outside IT consultants to supplement the efforts of related IT projects and services. This includes programming and development of features for Cleveland Metroparks website. These IT consultants assist Cleveland Metroparks in a variety of ways, including but not limited to 1. targeted expertise on using and extending the Kentico Content Management System; 2. quick turnaround support for high-priority projects; and, 3. unexpected internal employment scenarios.

This recommendation enables Cleveland Metroparks to select the best development partners while maintaining financial objectivity. Therefore, the below companies were selected to provide services on an “as needed” basis for a one (1) year period beginning January 1, 2021 through December 31, 2021, renewable for one (1) additional one (1) year term at Cleveland Metroparks’ sole discretion.

Anticipated Vendors (include, but are not limited to):

| VENDOR | Resumes, Capabilities, Expt. (40%) | References, Projects, Prior Work (30%) | Pricing (30%) | Total |
|-----------------------|---|---|----------------------|--------------|
| BlueModus | 40 | 30 | 20 | 90 |
| iMedia | 40 | 30 | 25 | 95 |
| Svanco/American Eagle | 40 | 25 | 20 | 85 |

*Please note other consultants may be chosen throughout the contract term through the State of Ohio Cooperative Contract, GSA Cooperative Contract, or another cooperative agreement available to government municipalities.

Cleveland Metroparks reserves the right to not award any contracts to any of the development firm listed above.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **various consultants** listed and summarized above, and maintained in the proposal file for RFP #6536, for a one (1) year period beginning January 1, 2021 through December 31, 2021, renewable for one (1) additional one (1) year term, with a **total one (1) year cost not to exceed \$100,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 20-12-172 on Page 92770)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)**SINGLE SOURCE #6540 SUMMARY: PAID MEDIA ADVERTISING FOR 2021**

| |
|--|
| <i>--- HIGHLIGHTS AT A GLANCE ---</i> |
| 2020 YTD Expenditures = \$380,112.88 |
| 2021 Estimate = \$1,550,000.00 |

*NOTE: The 2020 YTD expenditure is significantly less due to COVID-19 impact on operations.

The 2020 YTD expenditures reflects invoices paid to date. The 2020 forecasted spend, including the remaining fourth quarter advertising and outstanding invoices, is \$563,000.

This item provides for paid media advertising to be used/secured on an “as-needed” basis throughout 2021 in support of the following initiatives: grow attendance/usage for Zoo, golf, parks, rental facilities, and retail.

The media advertising mix and vendor allocations will be based on ability to effectively and efficiently reach the relevant target market(s) specific to each initiative.

The following is a summary of the advertising mediums and anticipated vendors. Actual expenditures for a given vendor will depend on market driven factors determined at the time of the actual advertising buys, therefore the recommendation authorizes an overall “not to exceed” \$1,550,000 amount, versus a specific spend allocation by medium and/or vendor.

Advertising Mediums & Anticipated Vendors (include, but are not limited to):

- **Digital** (Online Display/Paid Search/Mobile): Facebook, Google, WeddingWire
- **Outdoor** (Billboards/Transit): Clear Channel Airports, Lamar, Outfront Media
- **Radio**: Cleveland Indians Radio Network, Entercom (*i.e.*, WDOK, WKRK), iHeartMedia (*i.e.*, WHLK, WMJI), Radio One (*i.e.*, WENZ, WZAK), TSJ Media, WCPN, WKNR
- **Print**: Call and Post, Crain's, Destination Cleveland, Great Lakes Publishing, La Prensa, Northeast Ohio Boomer, Northeast Ohio Parent
- **Television**: Spectrum Reach, WEWS, WJW, WKYC, WUAB/WOIO

Media buys are purchased utilizing funds contributed by branded product sponsors (*i.e.*, Cleveland Clinic, Cuyahoga Community College, Fifth Third Bank) and general fund (Marketing).

RECOMMENDED ACTION:

That the Board approve the purchase of various single source paid media advertising buys, Single Source #6540, from **various vendors** as indicated above, for a **total cost not to exceed \$1,550,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 20-12-172 on Page 92770)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)

SINGLE SOURCE #6546 SUMMARY: **HAND SCOOPED ICE CREAM** to be dispensed at various Cleveland Metroparks Locations for 2021

| |
|--|
| <i>-- HIGHLIGHTS AT A GLANCE --</i> |
| 2020 Expenditures = \$55,609.26 |
| 2021 Estimate = \$225,000.00 |

*NOTE: The 2020 expenditure is significantly less due to COVID-19 impact on operations.

Cleveland Metroparks will purchase premium quality, hand scooped ice cream from single source vendor Honey Hut Ice Cream for resale at Edgewater Beach House, The Pier at Edgewater Beach, Quarry Rock Cafe at Wallace Lake, Hinckley Spillway, Huntington Beach, Wildwood Concessions, Euclid Beach Concessions, and Emerald Necklace Marina in 2021. Honey Hut is a sole proprietor of their brand, and their headquarters and manufacturing plant is located in or near Cleveland. The ice cream is available in 2.5 gallon or greater containers and the company reuses their ice cream tubs.

RECOMMENDED ACTION:

That the Board authorize Single Source #6546 to purchase hand scooped ice cream to be dispensed at the various Cleveland Metroparks locations as noted above from **Honey Hut Ice Cream** throughout 2021, for a **total cost not to exceed \$225,000**. In the event the log of consumption approaches 90 percent of the total estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 20-12-172 on Page 92770)

GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 12/17/2020)

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 4 (a), “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> |
|---|--|--|-------------------------|
| Costume characters for 2020 Wild Winter Lights at Zoo, additional performances. | Spectacular Party Entertainment LLC | \$36,315.00 <u>4,212.00</u> \$40,527.00 | (3) |
| Two (2) Santa performers for 2020 Wild Winter Lights at Zoo, additional performances. | Raymond P. Jasko | \$18,360.00 <u>2,944.62</u> \$21,304.62 | (3) |
| Lights for 2020 Wild Winter Lights at Zoo. | Zone Entertainment | \$23,385.00 | (3) |
| FMLA Administration services for a one (1) year period beginning 9/1/2020 through 8/31/21, with an option to renew for one (1) additional year. | Basic Benefits LLC | \$28,745.68 | (7) |
| Treated lumber (columns, poles, beams, and decking) for new playground structure for Upper Edgewater Playground. | Building Products Plus | \$30,150.03 | (7) |
| Generators for 2020 Wild Winter Lights at Zoo, additional rental. | Ohio Cat Power Systems | \$7,200.00 3,300.00 <u>750.00</u> \$11,250.00 | (6) |
| 2020 acquisition mailing to non-donors; includes printing, mailing and postage. | Master Printing + Mailing | \$12,955.00 | (7) |
| Pump station for Iron Springs; Garfield Park Reservation. | Norwalk Concrete | \$17,085.00 | (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 topographic survey and construction plan services for Highland/Euclid Creek Parkway Signal in Euclid Creek Reservation. | E.L. Robinson | \$44,042.00 | (5) |
| Various proprietary uniform apparel. | Arborwear | \$25,000.00 | (3) |
| Various proprietary uniform apparel. | Land’s End | \$25,000.00 | (3) |
| Venison meat processing and packaging service fee for 2020-2021. | T.L. Keller’s Meats | \$50,000.00 | (7) |
| 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 | \$48,720.00 | (3) |
| Four (4) new adaptive kayaks and kayak chariot transfer cart. | Chosen Valley LLC | \$11,575.00 | (3) |
| Remove existing pole banners and install new pole banners for 2020, additional services. | Apex Pinnacle Services, LLC | \$12,819.52 <u>4,000.00</u> \$16,819.52 | (7) |
| Portable mini donut maker and cart for 2020 Winterfest at Merwin’s Wharf and other locations throughout the park. | Lil Orbits Inc. | \$11,500.00 | (3) |
| Professional services of Green Infrastructure Monitoring to be installed in the parking area of the Brookside Reservation. | Ohio State University | \$26,939.00 | (5) |

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

| <u>REF. NO. / ITEM – SERVICE</u> | <u>VENDOR</u> | <u>COST</u> | <u>PROCEDURE</u> |
|----------------------------------|--------------------------------|--------------------|------------------|
| Golf Handicap Service Resale. | Northern Ohio Golf Association | \$6,000.00 | (3) |
| | | 2,670.00 | |
| | | 1,530.00 | |
| | | 180.00 | |
| | | <u>\$10,380.00</u> | |

===== **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, OMNIA, etc.
- (3) "SINGLE SOURCE" – Purchased from one source as competitive alternatives are not available.
- (4) "PROPRIETARY" – Products 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 (12/17/2020)

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 4 (b) and (c), “...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.”

I. “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>Design-Builder for Cleveland Metroparks RainForest Dome Replacement Improvement Project</u></p> <p>Revised Contract Amount: Change Order No. 6 adds \$45,173.40 and a revised total to \$3,140,749.59.</p> | <p>Additional services for insulating the air inflation lines, enrichment ring/bolts revision, alterations to the exhibit conduit, and canvas tent replacement.</p> | <p>Regency Construction Services</p> | <p>#6</p> |
| <p><u>Lion Holding Caging Replacement, Cleveland Metroparks Zoo</u></p> <p>Revised Contract Amount: Change Order No. 1 adds \$3,500.00 and a revised total to \$176,500.00.</p> | <p>Additional services for alternations to door controls.</p> | <p>Lawler Construction</p> | <p>#1</p> |

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCE; CONSTRUCTION CHANGE ORDERS; STATUS RE: CAPITAL PROJECTS.

The following were presented to the Board for award/acknowledgment: bid/RFP/co-op/single source tabulations, as shown on pages 92770 through 92784; \$10,000 to \$50,000 purchased items/services report, pages 92785 through 92787; and construction change orders, page 92788.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 20-12-161: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages 92813 to 92919.

Vote on the motion was as follows:

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

Nays: None.

PUBLIC COMMENTS.

Public comments were offered by Ms. Marty Leshner of Olmsted Township. All such comments can be heard in their entirety by accessing the "About" section of Cleveland Metroparks website at <https://www.clevelandmetroparks.com/about/cleveland-metroparks-organization/boards-of-park-commissioners/board-meeting-archives>.

INFORMATION/BRIEFING ITEMS/POLICY.**(a) *TIGER Trails Update***

(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer)

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. All projects are now either complete or nearing completion in spring of 2021. Staff will give an update on construction progress of the TIGER trails and the further efforts to complete the contiguous Cleveland Foundation Centennial Lake Link Trail.

(b) *Government Finance Officers Association Distinguished Budget Presentation Award for 2020*

(Originating Source: William Chorba, Chief Financial Officer)

Cleveland Metroparks has been awarded the Distinguished Budget Presentation Award for its 2020 budget by the Government Finance Officers Association of the United States and Canada (GFOA). This award reflects the commitment of Cleveland Metroparks and its staff to meeting the highest principles of governmental budgeting. In order to receive this award, Cleveland Metroparks had to satisfy nationally recognized guidelines for effective budget presentation that assess how well its budget serves as a policy document, financial plan, operations guide, and communications device. This is the 28th consecutive year Cleveland Metroparks has won this award.

(c) *2020 Year End Review*

(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Kelly Manderfield, Chief Marketing Officer)

As 2020 concludes, Cleveland Metroparks leadership team thanks the community for record support during an unprecedented year. Despite the challenges brought by the COVID-19 pandemic, Cleveland Metroparks continued its mission-based work to conserve significant natural resources and provide guests with education and recreation opportunities throughout the year.

In 2020, the Park District surpassed 24,000 acres of protection and conservation across 48 communities and six counties. Cleveland Metroparks sought new ways to enhance inclusivity across its many diverse communities with the creation of the IDEA (Inclusion, Diversity, Equity, Accessibility) Committee. New amenities across the Park District

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

including significant progress on the key TIGER Trail projects continued, expanding access and opportunities for communities to connect with nature and supporting healthy living. Several special events including Cruise the Zoo, Asian Lantern Festival, Trick-or-Treat Fest, Wild Winter Lights and the all-new Winter RiverFest provided the community with creative ways to continue family traditions, and support Cleveland Metroparks Zoo and its global mission, while safely staying connected. Cleveland Metroparks golf courses and trails saw record use, as people looked for new ways to stay active outdoors. New virtual programming helped support educational institutions and reach millions of students, families, and nature-lovers throughout the ongoing pandemic. Cleveland Metroparks and its leadership team also received significant national and local recognition in 2020 including top awards for programming and trails, top awards for organizational culture, a top award for technological achievement, and several individual awards and nominations based upon excellence in parks and recreation management.

A video presentation will share a comprehensive overview of 2020 challenges and accomplishments of the entire Cleveland Metroparks organization.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, January 14, 2021, 8:00 a.m. Details regarding meeting logistics will be posted on the Cleveland Metroparks website.

ADJOURNMENT TO EXECUTIVE SESSION.

No. 20-12-173: At 9:03 a.m., upon motion by Vice President Moore, seconded by Vice President Berry and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Purchase/Acquisition of Real Property, Personnel Matter: Compensation, and Collective Bargaining, as stated by Chief Legal and Ethics Officer, Rose Fini.

Roll-call vote on the motion was as follows:

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

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

ADJOURNMENT.

No. 20-12-174: There being no further matters to come before the Board, upon motion by Vice President Moore, seconded by Vice President Berry, and carried, President Rinker adjourned the meeting at 10:37 a.m.

Vote on the motion was as follows:

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

Nays: None.

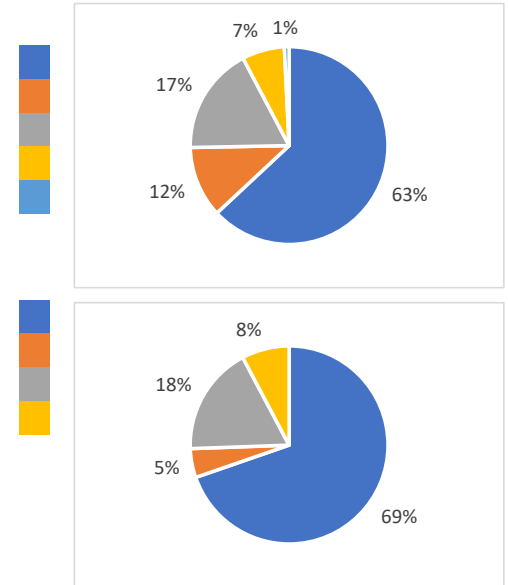
President.

Attest:

Secretary.

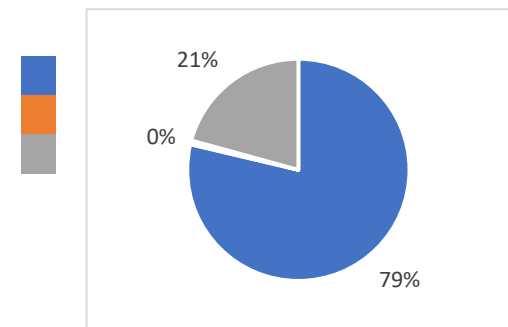
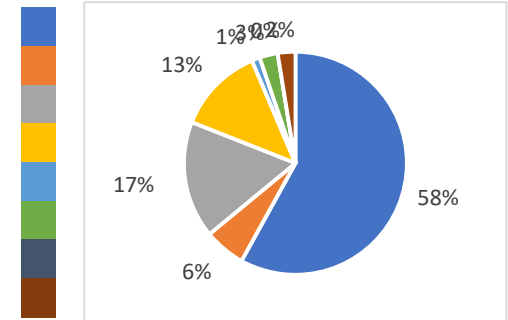
**Cleveland Metroparks
Financial Performance
11/30/2020
CM Park District**

| | Actual Nov '19 | Actual Nov '20 | Fav (Unfav) | Actual YTD Nov '19 | Actual YTD Nov '20 | Fav (Unfav) |
|------------------------------|---------------------|--------------------|------------------|-----------------------|-----------------------|--------------------|
| Revenue: | | | | | | |
| Property Tax | 13,546 | 7,796 | (5,750) | 76,364,465 | 76,937,420 | 572,955 |
| Local Gov/Grants/Gifts | 486,294 | 557,034 | 70,740 | 8,981,412 | 14,185,549 | 5,204,137 |
| Charges for Services | 1,046,540 | 1,635,524 | 588,984 | 30,000,899 | 21,446,576 | (8,554,323) |
| Self-Funded | 779,922 | 756,436 | (23,486) | 8,569,314 | 8,470,190 | (99,124) |
| Interest, Fines, Other | 46,370 | 423,686 | 377,316 | 1,150,030 | 957,172 | (192,858) |
| Total Revenue | 2,372,672 | 3,380,476 | 1,007,804 | 125,066,120 | 121,996,907 | (3,069,213) |
| OpEx: | | | | | | |
| Salaries and Benefits | 7,184,137 | 4,294,998 | 2,889,139 | 63,664,466 | 55,304,481 | 8,359,985 |
| Contractual Services | 759,339 | 493,677 | 265,662 | 4,183,244 | 3,757,935 | 425,309 |
| Operations | 1,982,904 | 1,272,485 | 710,419 | 20,967,494 | 14,161,259 | 6,806,235 |
| Self-Funded Exp | 586,895 | 515,966 | 70,929 | 5,911,763 | 6,154,542 | (242,779) |
| Total OpEx | 10,513,275 | 6,577,126 | 3,936,149 | 94,726,967 | 79,378,217 | 15,348,750 |
| Op Surplus/(Subsidy) | (8,140,603) | (3,196,650) | 4,943,953 | 30,339,153 | 42,618,690 | 12,279,537 |
| CapEx: | | | | | | |
| Capital Labor | 67,267 | 69,480 | (2,213) | 821,195 | 867,592 | (46,397) |
| Construction Expenses | 1,204,626 | 4,390,230 | (3,185,604) | 8,701,539 | 19,566,250 | (10,864,711) |
| Capital Equipment | 104,938 | 23,302 | 81,636 | 2,902,226 | 2,043,207 | 859,019 |
| Land Acquisition | 2,702,671 | 13,379 | 2,689,292 | 5,015,396 | 3,454,734 | 1,560,662 |
| Capital Animal Costs | 17,997 | 1,669 | 16,328 | 40,465 | 11,013 | 29,452 |
| Total CapEx | 4,097,499 | 4,498,060 | (400,561) | 17,480,821 | 25,942,796 | (8,461,975) |
| Net Surplus/(Subsidy) | (12,238,102) | (7,694,710) | 4,543,392 | 12,858,332 | 16,675,894 | 3,817,562 |



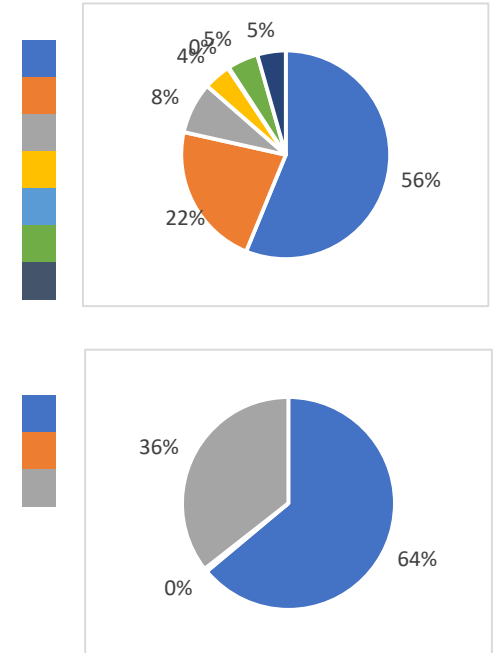
**Cleveland Metroparks
Financial Performance
11/30/2020
Zoo**

| | Actual Nov '19 | Actual Nov '20 | Fav (Unfav) | Actual YTD Nov '19 | Actual YTD Nov '20 | Fav (Unfav) |
|-------------------------------------|---------------------------|---------------------------|------------------------|-------------------------------|-------------------------------|------------------------|
| Revenue: | | | | | | |
| General/SE Admissions | 342,289 | 677,462 | 335,173 | 6,020,458 | 4,560,650 | (1,459,808) |
| Guest Experience | (2,630) | 19,241 | 21,871 | 952,529 | 472,640 | (479,889) |
| Zoo Society | 176,949 | 71,432 | (105,517) | 2,756,958 | 1,333,299 | (1,423,659) |
| Souvenirs/Refreshments | 120,850 | 168,632 | 47,782 | 1,762,022 | 990,626 | (771,396) |
| Education | 28,361 | 1,550 | (26,811) | 464,396 | 94,750 | (369,646) |
| Rentals & Events | 4,168 | 23,276 | 19,108 | 393,703 | 207,723 | (185,980) |
| Consignment | 39,338 | 0 | (39,338) | 81,971 | 0 | (81,971) |
| Other | <u>201</u> | <u>(216)</u> | <u>(417)</u> | <u>14,179</u> | <u>200,073</u> | <u>185,894</u> |
| Total Revenue | 709,526 | 961,377 | 251,851 | 12,446,216 | 7,859,761 | (4,586,455) |
| OpEx: | | | | | | |
| Salaries and Benefits | 1,748,291 | 977,998 | 770,293 | 14,393,224 | 12,389,442 | 2,003,782 |
| Contractual Services | 20,478 | 8,804 | 11,674 | 179,601 | 91,846 | 87,755 |
| Operations | <u>861,441</u> | <u>271,439</u> | <u>590,002</u> | <u>5,019,800</u> | <u>3,261,453</u> | <u>1,758,347</u> |
| Total OpEx | 2,630,210 | 1,258,241 | 1,371,969 | 19,592,625 | 15,742,741 | 3,849,884 |
| Op Surplus/(Subsidy) | (1,920,684) | (296,864) | 1,623,820 | (7,146,409) | (7,882,980) | (736,571) |
| CapEx: | | | | | | |
| Capital Labor | 0 | 0 | 0 | 41,372 | 0 | 41,372 |
| Construction Expenses | 762,690 | 14,029 | 748,661 | 2,520,396 | 3,826,160 | (1,305,764) |
| Capital Equipment | 33,583 | 0 | 33,583 | 199,888 | 116,365 | 83,523 |
| Capital Animal Costs | <u>17,997</u> | <u>1,669</u> | <u>16,328</u> | <u>40,465</u> | <u>11,013</u> | <u>29,452</u> |
| Total CapEx | 814,270 | 15,698 | 798,572 | 2,802,121 | 3,953,538 | (1,151,417) |
| Net Surplus/(Subsidy) | (2,734,954) | (312,562) | 2,422,392 | (9,948,530) | (11,836,518) | (1,887,988) |
| Restricted Revenue | 73,085 | 119,651 | 46,566 | 1,772,572 | 2,887,377 | 1,114,805 |
| Restricted Expenses | <u>71,855</u> | <u>211,473</u> | <u>(139,618)</u> | <u>1,027,512</u> | <u>2,946,888</u> | <u>(1,919,376)</u> |
| Restricted Surplus/(Subsidy) | 1,230 | (91,822) | (93,052) | 745,060 | (59,511) | (804,571) |



**Cleveland Metroparks
Financial Performance
11/30/2020
Golf Summary**

| | Actual Nov '19 | Actual Nov '20 | Fav (Unfav) | Actual YTD Nov '19 | Actual YTD Nov '20 | Fav (Unfav) |
|------------------------------|---------------------------|---------------------------|------------------------|-------------------------------|-------------------------------|------------------------|
| Revenue: | | | | | | |
| Greens Fees | 19,118 | 219,844 | 200,726 | 3,445,650 | 4,730,052 | 1,284,402 |
| Equipment Rentals | 13,993 | 102,836 | 88,843 | 1,457,020 | 1,877,089 | 420,069 |
| Food Service | 15,175 | 22,110 | 6,935 | 868,702 | 669,961 | (198,741) |
| Merchandise Sales | 2,084 | 18,944 | 16,860 | 380,205 | 354,115 | (26,090) |
| Pro Services | (1,652) | 0 | 1,652 | 150,202 | 15,577 | (134,625) |
| Driving Range | (884) | 20,410 | 21,294 | 342,234 | 400,769 | 58,535 |
| Other | <u>13,547</u> | <u>27,700</u> | <u>14,153</u> | <u>376,898</u> | <u>369,125</u> | <u>(7,773)</u> |
| Total Revenue | 61,381 | 411,844 | 350,463 | 7,020,911 | 8,416,688 | 1,395,777 |
| OpEx: | | | | | | |
| Salaries and Benefits | 406,893 | 279,122 | 127,771 | 3,938,826 | 3,697,433 | 241,393 |
| Contractual Services | 9,846 | 12,196 | (2,350) | 35,652 | 30,573 | 5,079 |
| Operations | <u>180,456</u> | <u>241,197</u> | <u>(60,741)</u> | <u>2,076,538</u> | <u>2,055,117</u> | <u>21,421</u> |
| Total OpEx | 597,195 | 532,515 | 64,680 | 6,051,016 | 5,783,123 | 267,893 |
| Op Surplus/(Subsidy) | (535,814) | (120,671) | 415,143 | 969,895 | 2,633,565 | 1,663,670 |
| CapEx: | | | | | | |
| Capital Labor | 6,181 | 0 | 6,181 | 177,359 | 93,161 | 84,198 |
| Construction Expenses | 11,660 | 18,150 | (6,490) | 321,099 | 99,936 | 221,163 |
| Capital Equipment | <u>46,102</u> | <u>0</u> | <u>46,102</u> | <u>869,424</u> | <u>148,445</u> | <u>720,979</u> |
| Total CapEx | 63,943 | 18,150 | 45,793 | 1,367,882 | 341,542 | 1,026,340 |
| Net Surplus/(Subsidy) | (599,757) | (138,821) | 460,936 | (397,987) | 2,292,023 | 2,690,010 |

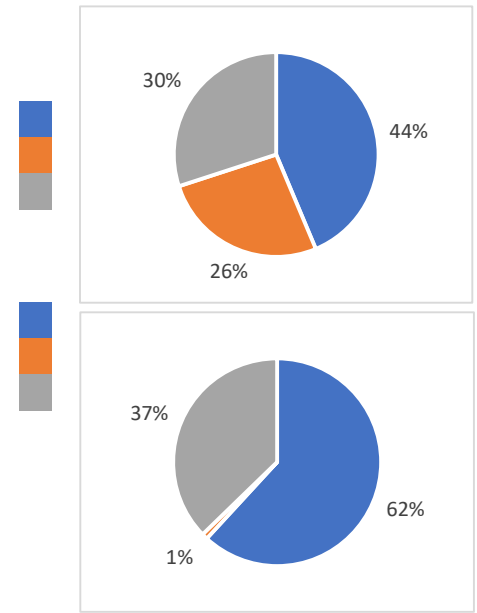


**Cleveland Metroparks
Financial Performance
11/30/2020
Golf Detail**

| | Big Met (18) | | Little Met (9) | | Mastick Woods (9) | | Manakiki (18) | | Sleepy Hollow (18) | |
|------------------------------------|---------------------------|----------------|----------------------------|----------------|--------------------------|----------------|----------------------|------------------|---------------------------|------------------|
| | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 |
| Operating Revenue | 1,247,508 | 1,346,448 | 320,399 | 443,208 | 241,682 | 308,567 | 1,122,520 | 1,347,734 | 1,461,185 | 1,578,242 |
| Operating Expenses | 888,099 | 964,039 | 240,943 | 202,793 | 251,252 | 181,826 | 842,235 | 881,024 | 1,296,014 | 1,221,161 |
| Operating Surplus/(Subsidy) | 359,409 | 382,409 | 79,456 | 240,415 | (9,570) | 126,741 | 280,285 | 466,710 | 165,171 | 357,081 |
| Capital Labor | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 34,303 | 0 |
| Construction Expenses | 11,160 | 13,531 | 0 | 0 | 0 | 0 | 0 | 0 | 287,397 | 0 |
| Capital Equipment | 480,815 | 13,584 | 0 | 0 | 0 | 0 | 339,893 | 13,584 | 20,984 | 13,606 |
| Total Capital Expenditures | 491,975 | 27,115 | 0 | 0 | 0 | 0 | 339,893 | 13,584 | 342,684 | 13,606 |
| Net Surplus/(Subsidy) | (132,566) | 355,294 | 79,456 | 240,415 | (9,570) | 126,741 | (59,608) | 453,126 | (177,513) | 343,475 |
| | Shawnee Hills (27) | | Washington Park (9) | | Seneca (27) | | Golf Admin | | Total | |
| | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 |
| Operating Revenue | 1,008,531 | 1,250,548 | 423,066 | 484,193 | 1,165,643 | 1,620,258 | 30,377 | 37,490 | 7,020,911 | 8,416,688 |
| Operating Expenses | 799,200 | 766,406 | 424,450 | 331,576 | 922,393 | 865,240 | 386,430 | 369,058 | 6,051,016 | 5,783,123 |
| Operating Surplus/(Subsidy) | 209,331 | 484,142 | (1,384) | 152,617 | 243,250 | 755,018 | (356,053) | (331,568) | 969,895 | 2,633,565 |
| Capital Labor | 0 | 0 | 0 | 0 | 143,056 | 93,161 | 0 | 0 | 177,359 | 93,161 |
| Construction Expenses | 0 | 0 | 0 | 83,420 | 22,542 | 2,985 | 0 | 0 | 321,099 | 99,936 |
| Capital Equipment | 3,356 | 54,713 | 0 | 0 | 24,376 | 48,800 | 0 | 4,158 | 869,424 | 148,445 |
| Total Capital Expenditures | 3,356 | 54,713 | 0 | 83,420 | 189,974 | 144,946 | 0 | 4,158 | 1,367,882 | 341,542 |
| Net Surplus/(Subsidy) | 205,975 | 429,429 | (1,384) | 69,197 | 53,276 | 610,072 | (356,053) | (335,726) | (397,987) | 2,292,023 |

**Cleveland Metroparks
Financial Performance
11/30/2020
Enterprise Summary**

| | Actual Nov '19 | Actual Nov '20 | Fav (Unfav) | Actual YTD Nov '19 | Actual YTD Nov '20 | Fav (Unfav) |
|------------------------------|-------------------|-------------------|-----------------|-----------------------|-----------------------|--------------------|
| Revenue: | | | | | | |
| Concessions | 63,145 | 67,574 | 4,429 | 4,410,465 | 1,155,592 | (3,254,873) |
| Dock Rentals | 2,934 | 8,533 | 5,599 | 762,280 | 695,624 | (66,656) |
| Other | <u>54,721</u> | <u>28,482</u> | <u>(26,239)</u> | <u>1,426,293</u> | <u>793,869</u> | <u>(632,424)</u> |
| Total Revenue | 120,800 | 104,589 | (16,211) | 6,599,038 | 2,645,085 | (3,953,953) |
| OpEx: | | | | | | |
| Salaries and Benefits | 244,559 | 136,008 | 108,551 | 3,407,182 | 2,095,907 | 1,311,275 |
| Contractual Services | 5,074 | 2,436 | 2,638 | 56,035 | 29,221 | 26,814 |
| Operations | <u>126,491</u> | <u>165,513</u> | <u>(39,022)</u> | <u>2,931,861</u> | <u>1,263,076</u> | <u>1,668,785</u> |
| Total OpEx | 376,124 | 303,957 | 72,167 | 6,395,078 | 3,388,204 | 3,006,874 |
| Op Surplus/(Subsidy) | (255,324) | (199,368) | 55,956 | 203,960 | (743,119) | (947,079) |
| CapEx: | | | | | | |
| Capital Labor | 0 | 6,432 | (6,432) | 9,691 | 14,685 | (4,994) |
| Construction Expenses | 24,541 | 9,260 | 15,281 | 164,995 | 116,337 | 48,658 |
| Capital Equipment | <u>0</u> | <u>0</u> | <u>0</u> | <u>9,677</u> | <u>10,042</u> | <u>(365)</u> |
| Total CapEx | 24,541 | 15,692 | 8,849 | 184,363 | 141,064 | 43,299 |
| Net Surplus/(Subsidy) | (279,865) | (215,060) | 64,805 | 19,597 | (884,183) | (903,780) |



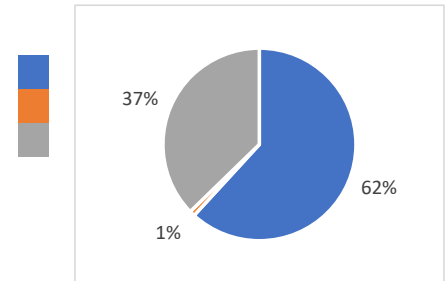
*Other includes Chalet, Hayrides, Aquatics and Misc.

Cleveland Metroparks
 Financial Performance
 11/30/2020
 Enterprise Detail

| | Merwin's Wharf | | EW Beach House | | E55th Marina | | E55th Restaurant | | | |
|------------------------------------|------------------|------------------|----------------|-----------------|-----------------|----------------|---------------------|------------------|------------------|------------------|
| | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | | |
| Operating Revenue | 2,266,793 | 401,880 | 834,177 | 224,015 | 898,355 | 787,878 | 741,708 | 317,381 | | |
| Operating Expenses | <u>2,133,734</u> | <u>845,352</u> | <u>642,115</u> | <u>209,667</u> | <u>401,183</u> | <u>280,961</u> | <u>664,401</u> | <u>362,373</u> | | |
| Operating Surplus/(Subsidy) | 133,059 | (443,472) | 192,062 | 14,348 | 497,172 | 506,917 | 77,307 | (44,992) | | |
| Capital Labor | 9,691 | 14,685 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| Construction Expenses | 6,103 | 48,490 | 0 | 0 | 54,329 | 40,011 | 0 | 0 | | |
| Capital Equipment | <u>0</u> | <u>10,042</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | | |
| Total Capital Expenditures | 15,794 | 73,217 | 0 | 0 | 54,329 | 40,011 | 0 | 0 | | |
| Net Surplus/(Subsidy) | 117,265 | (516,689) | 192,062 | 14,348 | 442,843 | 466,906 | 77,307 | (44,992) | | |
| | | | | | | | | | | |
| | Wildwood | | Euclid Beach | | EmerNeck Marina | | EmerNeck Restaurant | | | |
| | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | | |
| Operating Revenue | 66,137 | 39,433 | 22,030 | 0 | 384,261 | 372,101 | 407,494 | 50,571 | | |
| Operating Expenses | <u>128,909</u> | <u>2,413</u> | <u>29,773</u> | <u>47,408</u> | <u>289,166</u> | <u>245,333</u> | <u>423,871</u> | <u>124,940</u> | | |
| Operating Surplus/(Subsidy) | (62,772) | 37,020 | (7,743) | (47,408) | 95,095 | 126,768 | (16,377) | (74,369) | | |
| Capital Labor | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| Construction Expenses | 49,950 | 0 | 0 | 2,787 | 24,999 | 0 | 7,232 | 49 | | |
| Capital Equipment | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>1,375</u> | <u>0</u> | | |
| Total Capital Expenditures | 49,950 | 0 | 0 | 2,787 | 24,999 | 0 | 8,607 | 49 | | |
| Net Surplus/(Subsidy) | (112,722) | 37,020 | (7,743) | (50,195) | 70,096 | 126,768 | (24,984) | (74,418) | | |
| | | | | | | | | | | |
| | Edgewater Pier | | Wallace Lake | | Hinckley Lake | | Huntington | | | |
| | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | | |
| Operating Revenue | 90,603 | 40,907 | 65,502 | 31,640 | 34,438 | 0 | 148,864 | 85,630 | | |
| Operating Expenses | <u>94,627</u> | <u>38,522</u> | <u>59,349</u> | <u>30,716</u> | <u>37,620</u> | <u>1,437</u> | <u>143,554</u> | <u>67,505</u> | | |
| Operating Surplus/(Subsidy) | (4,024) | 2,385 | 6,153 | 924 | (3,182) | (1,437) | 5,310 | 18,125 | | |
| 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>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>1,416</u> | <u>0</u> | | |
| Total Capital Expenditures | 0 | 0 | 0 | 0 | 0 | 0 | 1,416 | 0 | | |
| Net Surplus/(Subsidy) | (4,024) | 2,385 | 6,153 | 924 | (3,182) | (1,437) | 3,894 | 18,125 | | |
| | | | | | | | | | | |
| | Chalet | | Ledge Lake | | Parking | | Enterprise Admin | | Total | |
| | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 | YTD Nov '19 | YTD Nov '20 |
| Operating Revenue | 291,394 | 215,352 | 191,036 | 535 | 156,246 | 77,762 | 0 | 0 | 6,599,038 | 2,645,085 |
| Operating Expenses | <u>257,002</u> | <u>205,651</u> | <u>133,527</u> | <u>5,978</u> | <u>29,125</u> | <u>14,784</u> | <u>927,122</u> | <u>905,164</u> | <u>6,395,078</u> | <u>3,388,204</u> |
| Operating Surplus/(Subsidy) | 34,392 | 9,701 | 57,509 | (5,443) | 127,121 | 62,978 | (927,122) | (905,164) | 203,960 | (743,119) |
| Capital Labor | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9,691 | 14,685 |
| Construction Expenses | 7,373 | 0 | 15,009 | 0 | 0 | 0 | 0 | 25,000 | 164,995 | 116,337 |
| Capital Equipment | <u>4,276</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>2,610</u> | <u>0</u> | <u>9,677</u> | <u>10,042</u> |
| Total Capital Expenditures | 11,649 | 0 | 15,009 | 0 | 0 | 0 | 2,610 | 25,000 | 184,363 | 141,064 |
| Net Surplus/(Subsidy) | 22,743 | 9,701 | 42,500 | (5,443) | 127,121 | 62,978 | (929,732) | (930,164) | 19,597 | (884,183) |

**Cleveland Metroparks
Financial Performance
11/30/2020
Nature Shops and Kiosks**

| | Actual Nov '19 | Actual Nov '20 | Fav (Unfav) | Actual YTD Nov '19 | Actual YTD Nov '20 | Fav (Unfav) |
|------------------------------|-------------------|-------------------|-----------------|-----------------------|-----------------------|------------------|
| Retail Revenue | 34,143 | 18,447 | (15,696) | 587,968 | 348,859 | (239,109) |
| OpEx: | | | | | | |
| Salaries and Benefits | 26,047 | 12,523 | 13,524 | 283,849 | 169,209 | 114,640 |
| Contractual Services | 1,096 | 373 | 723 | 6,853 | 5,076 | 1,777 |
| Operations | <u>26,387</u> | <u>9,149</u> | <u>17,238</u> | <u>260,867</u> | <u>139,217</u> | <u>121,650</u> |
| Total OpEx | 53,530 | 22,045 | 31,485 | 551,569 | 313,502 | 238,067 |
| Op Surplus/(Subsidy) | (19,387) | (3,598) | 15,789 | 36,399 | 35,357 | (1,042) |
| 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) | (19,387) | (3,598) | 15,789 | 36,399 | 35,357 | (1,042) |



**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED NOVEMBER 30, 2020**

ACCOUNTS RECEIVABLE

| Current | Past Due | | | Total |
|-----------|-----------|---------|----------|-----------|
| | 30 Days | 60 Days | 90+ Days | |
| \$457,910 | \$265,275 | \$858 | \$80,190 | \$804,233 |

RANGER/COURT FINES RECEIVABLE

| |
|--------------|
| Total |
| \$53,174 |

INVESTMENTS

| Date Placed | Bank | Description | Days of Duration | Rate | Date of Maturity | Interest Earned | EOM Balance |
|-------------|------------------------|------------------|------------------|-------|------------------|-----------------|--------------|
| 11/01/20 | PNC Bank | Money Market (A) | 29 | 0.02% | 11/30/20 | \$1 | \$58,537 |
| 11/01/20 | Fifth Third Securities | Money Market (B) | 29 | 0.01% | 11/30/20 | \$0 | \$3,294 |
| 11/01/20 | STAR Ohio | State pool (C) | 29 | 0.15% | 11/30/20 | \$4,979 | \$40,344,105 |
| 11/01/20 | STAR Plus | State pool (D) | 29 | 0.18% | 11/30/20 | \$99 | \$694,854 |

- (A) Government Performance Money Market Account.
Investment balance ranged from \$58,535 to \$58,537 in November.
- (B) Federated Government Money Market Account.
Investment balance ranged from \$3,294 to \$3,294 in November.
- (C) State Treasurer's Asset Reserve (STAR Ohio).
Investment balance ranged from \$47,339,125 to \$40,344,105 in November.
- (D) State Treasurer's Asset Reserve Plus Account (STAR Plus)
Investment balance ranged from \$694,755 to \$694,854 in November.

**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
DANIEL F. BADER**

WHEREAS, *Daniel F. Bader has served Cleveland Metroparks for more than 36 years; and,*

WHEREAS, *Daniel F. Bader has devoted these years of service utilizing his knowledge, skills, and abilities as a Dispatcher, Ranger, Senior Ranger, Ranger Sergeant, and Police Detective Sergeant; and,*

WHEREAS, *Daniel F. Bader was assigned to protect and preserve the lands and facilities, ensure visitor safety, deter violators of park rules and laws of the State of Ohio, and supervise law enforcement personnel; and,*

WHEREAS, *Daniel F. Bader has attended countless training opportunities and utilized the acquired skills to make valuable contributions to Cleveland Metroparks Police Department which include serving as a Field Training Officer, Bike Team Coordinator, Public Safety Rescue Diver, Dive Team Coordinator, Investigator, Fraternal Order of Police Union Representative, and Detective Bureau Supervisor; and,*

WHEREAS, *Daniel F. Bader has earned the designation of Master Criminal Investigator in the State of Ohio for his investigative expertise; and,*

WHEREAS, *Daniel F. Bader collaborated throughout his career when he volunteered to serve on the Westshore Critical Incident Response Service Team, Cuyahoga County Crisis Intervention Team, Ohio Internet Crimes Against Children Task Force, Northeast Ohio Region Area Maritime Security Sub-Committee, Cuyahoga County OVI Task Force, Marine Patrol Advisory Committee, Use of Force Review Panel, and Event Security Committee; and,*

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

WHEREAS, *Daniel F. Bader's has received numerous commendations and awards, namely the Grand Cordon Award, the Award of Excellence, and the Ohio Attorney General's Distinguished Law Enforcement Group Achievement Award. Daniel F. Bader's commitment and hard work have been appreciated by members of the Police Department and will not be forgotten.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
TIMOTHY A. BLUNK**

WHEREAS, *Timothy A. Blunk has served Cleveland Metroparks for more than 29 years; and,*

WHEREAS, *Timothy A. Blunk has devoted these years of service utilizing his knowledge, skills and abilities as a Technician, Senior Technician, and Senior Technician - Lead; and,*

WHEREAS, *Timothy A. Blunk has used his knowledge and skills to maintain and enhance parkways, all-purpose and natural-surface trails, picnic areas, restrooms, ball fields, volleyball courts, buildings, golf courses, and the zoo, and was responsible for snow-plowing roadways and parking lots; and,*

WHEREAS, *Timothy A. Blunk has demonstrated a strong attention to detail when he performed arboriculture, tree climbing, and when he operated aerial lift equipment, chain saws, stump grinders and chippers; and,*

WHEREAS, *Timothy A. Blunk has assisted with several projects throughout the Park District such as tree and shrub plantings at The RainForest, safety and aesthetic pruning for Ohio & Erie Canal Reservation and Washington Golf Course, culvert replacement, trail rehabilitation, paving projects, the renovation of Seneca Golf Clubhouse, and the revitalization of Timberlane Stable; and,*

WHEREAS, *Timothy A. Blunk has operated, maintained and repaired heavy equipment and trucks, sanitation lift stations, waterlines, drinking fountains, and facilities; and,*

WHEREAS, *Timothy A. Blunk has participated in continuous learning opportunities which allowed him to successfully implement new skills and changing technologies over the course of his career; and,*

WHEREAS, *Timothy A. Blunk has exhibited leadership and good judgment when he temporarily served as Forestry Manager, when he initiated, developed and presented several in-house workshops which served as an opportunity for staff to develop skills in arboriculture and chainsaw safety, and when he provided work direction and supervision to seasonal staff; and,*

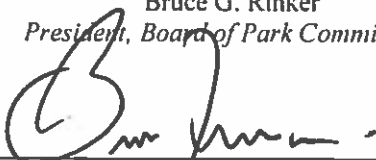
WHEREAS, *Timothy A. Blunk demonstrated a spirit of cooperation as evidenced by letters of commendation from staff, when he served on the CMEA Executive Board, and when he volunteered to assist with programs and events such as the Forest Hills Park clean-up projects, Career Days, and the OPRA Conference & Trade Show; and,*

WHEREAS, *Timothy A. Blunk's dedication and commitment has been a valued asset to the Park District. The products of his labor have been appreciated and will not be forgotten.*

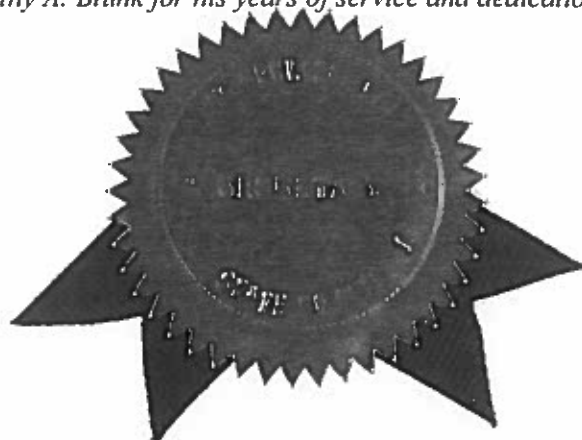
NOW, THEREFORE, BE IT RESOLVED, *that the Board of Park Commissioners of Cleveland Metroparks expresses its sincere appreciation to Timothy A. Blunk for his years of service and dedication in serving the citizens of Greater Cleveland.*



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
CHARLES S. DRAKE**

WHEREAS, *Charles S. Drake has served Cleveland Metroparks for 20 years, and prior to that he was an employee for 17 years; and,*

WHEREAS, *Charles S. Drake has devoted these years of service utilizing his knowledge, skills and abilities as a Handyman, Senior Handyman, Service Worker, Grounds Maintenance, and Technician; and,*

WHEREAS, *Charles S. Drake has used his knowledge and skills to maintain and enhance parkways, all-purpose trails, picnic areas, restrooms, ball fields, and buildings, and was responsible for snow-plowing roadways and parking lots; and,*

WHEREAS, *Charles S. Drake has displayed a strong attention to detail when he assisted with several projects throughout the Park District such as culvert replacement, trail rehabilitation, and paving projects, and the addition to Seneca Golf Course; and,*

WHEREAS, *Charles S. Drake has used his mechanical skills to maintain and repair equipment and trucks; and,*

WHEREAS, *Charles S. Drake has participated in continuous learning opportunities which allowed him to successfully implement new skills and changing technologies over the course of his career; and,*

WHEREAS, *Charles S. Drake has exhibited leadership and good judgment when he provided work direction and supervision to seasonal staff, and when he volunteered and mentored employees participating in the Park Pathways Intern Partnership (PIIP); and,*

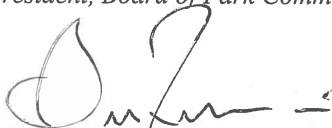
WHEREAS, *Charles S. Drake demonstrated a spirit of cooperation as evidenced by letters of commendation from staff, and when he volunteered to assist with programs and events such as children's fishing derbies, Riversweep, Outdoor Odyssey, CrossRoads, and First Tee of Cleveland grand-opening activities; and,*

WHEREAS, *Charles S. Drake's dedication and commitment has been a valued asset to the Park District. The products of his labor have been appreciated and will not be forgotten.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
NANCY C. GRABSKI**

WHEREAS, *Nancy C. Grabski has served Cleveland Metroparks for more than 29 years; and,*

WHEREAS, *Nancy C. Grabski has devoted these years of service utilizing her knowledge, skills and abilities as a Secretary II, Administrative Assistant/Information Systems Specialist, and Executive Assistant; and,*

WHEREAS, *Nancy C. Grabski exhibited excellent attention to detail, organization skills and professionalism when she performed administrative support for the Protective Services and Support Services Captains, Deputy Chief, and Chief of Police; and,*

WHEREAS, *Nancy C. Grabski used her knowledge and skills to independently oversee the department budget, conduct training utilizing communication unit software, manage the department network system including user security and procedures, serve as the department liaison to the Data Processing Manager, and oversee the department records retention activities; and,*

WHEREAS, *Nancy C. Grabski has provided leadership and excellent judgment when she supervised and provided work direction to the Administrative Specialist and when she assisted other support staff in developing their skills and knowledge of department processes and techniques; and,*

WHEREAS, *Nancy C. Grabski has provided helpful and friendly service experiences to public officials, visitors and staff, and had the respect and confidence of her fellow employees; and,*

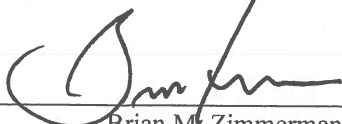
WHEREAS, *Nancy C. Grabski demonstrated a spirit of cooperation as evidenced by letters in her file, she was a recipient of the Law Enforcement Civilian Award, served on the Benefit Study Team, Wellness, Information Technology Steering, and Cleveland Metroparks Centennial committees, and when she volunteered and assisted with numerous Open House, CrossRoads, Summer Magic, and STAR Tour events; and,*

WHEREAS, *Nancy C. Grabski's dedication and commitment has been a valued asset to the Police Department. The products of her labor have been appreciated and will not be forgotten.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



RESOLUTION RECOGNIZING THE RETIREMENT OF DEBORAH R. HAIRSTON

WHEREAS, *Deborah R. Hairston has served Cleveland Metroparks for 24 years; and,*

WHEREAS, *Deborah R. Hairston has devoted these years of service utilizing her knowledge, skills and abilities as a Legal Secretary, Legal Assistant/Legal Secretary, Legal Specialist, Executive Assistant, Executive Assistant–General Office Manager, and Senior Executive Assistant; and,*

WHEREAS, *Deborah R. Hairston exhibited excellent attention to detail, organization skills and professionalism for the Law Director, Chief Executive Officer, and the Board of Park Commissioners; and,*

WHEREAS, *Deborah R. Hairston used her knowledge and skills to independently oversee complex legal department documents related to bids, proposals, concession agreements, licenses, branded sponsor agreements, permits, vendor insurance and bonds, and documents related to real estate acquisitions, and managed and responded to numerous public records inquiries; and,*

WHEREAS, *Deborah R. Hairston prepared countless Board agendas, transitioned them from a paper format to an electronic format, made all information related to Board meetings including agendas/minutes/audio recordings/presentations available to the public on the website, and efficiently implemented strategies that improved the Board meeting processes; and,*


WHEREAS, *Deborah R. Hairston has provided leadership and good judgment when she oversaw general office operations of the Administration Building which included supervising and providing work direction to the building receptionists and assisting them in developing their skills and knowledge of processes and techniques; and,*

WHEREAS, *Deborah R. Hairston has provided helpful and friendly service experiences to public officials, visitors and staff, and had the respect and confidence of her fellow employees; and,*

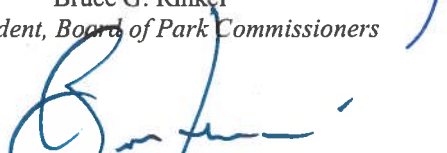
WHEREAS, *Deborah R. Hairston demonstrated initiative and a spirit of cooperation when she planned, coordinated and led STAR Tours and Administration building activities, initially organized and led the process for Cleveland Metroparks certification through the Commission for Accreditation of Park and Recreation Agencies (CAPRA), served on Cleveland Metroparks Centennial, Information Services Steering, and Personnel committees, and when she volunteered and assisted with numerous CrossRoads, Summer Magic, and Perfect Attendance events; and,*

WHEREAS, *Deborah R. Hairston's dedication and commitment has been a valued asset to the Park District. The products of her labor have been appreciated and will not be forgotten.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
BRUCE E. MITCHELL**

WHEREAS, *Bruce E. Mitchell has served Cleveland Metroparks for more than 25 years; and,*

WHEREAS, *Bruce E. Mitchell has devoted these years of service utilizing his knowledge, skills and abilities as a Ranger, Senior Ranger, and Police Sergeant; and,*

WHEREAS, *Bruce E. Mitchell was assigned to protect and preserve lands and facilities, ensure visitor safety, deter violators of park rules and laws of the State of Ohio, and supervise law enforcement personnel; and,*

WHEREAS, *Bruce E. Mitchell has provided superior service and law enforcement to the community through proactive, innovative and unbiased practices; and,*

WHEREAS, *Bruce E. Mitchell has attended countless training opportunities, and utilized the acquired skills to make valuable contributions to Cleveland Metroparks Police Department which include serving as a member of a special investigator's taskforce for Ohio Internet Crimes Against Children Task Force, was one of the originators and a member of Cleveland Metroparks Honor Guard, and served as a CPR & First Aid Instructor for law enforcement personnel; and,*

WHEREAS, *Bruce E. Mitchell has demonstrated a spirit of cooperation when he volunteered and assisted with various Career Day opportunities and CrossRoads events, and during the Republican National Convention; and,*

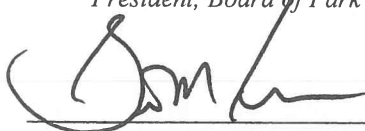
WHEREAS, *Bruce E. Mitchell has served the Greater Cleveland Community and surrounding law enforcement agencies by participating in law enforcement and public safety efforts throughout Cleveland Metroparks and the surrounding communities; and,*

WHEREAS, *Bruce E. Mitchell's professionalism, dedication and positive representation has been an asset to Cleveland Metroparks as evidenced by his letters of commendations and awards, namely the Life Saving Award. Bruce E. Mitchell's commitment and hard work have been appreciated by members of the Police Department and will not be forgotten.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
DONALD A. MITZO**

WHEREAS, *Donald A. Mitzo has served Cleveland Metroparks for more than 23 years, and prior to that as a seasonal employee for two summers; and,*

WHEREAS, *Donald A. Mitzo has devoted these years of service utilizing his knowledge, skills and abilities as a Seasonal Maintenance Specialist, Handyperson, Senior Handyperson, Technician, and Senior Technician; and,*

WHEREAS, *Donald A. Mitzo has used his knowledge and skills to maintain and enhance parkways, all-purpose trails, picnic areas, restrooms, ball fields, and buildings, and was responsible for snow-plowing roadways and parking lots; and,*

WHEREAS, *Donald A. Mitzo, as a heavy equipment operator, displayed a strong attention to detail when he assisted with countless construction and rehabilitation projects throughout the Park District such as the addition to Cleveland Metroparks Administration Building, Seneca Golf Course, Aukerman Park, Rivergate Park, Royalview Picnic Shelter, the Trailside Program Center and restrooms, and numerous roofing and underground utility improvements; and,*

WHEREAS, *Donald A. Mitzo used his mechanical and construction knowledge to create an innovative toboggan lift system with a team of co-workers which is used to transport toboggans in a safe and efficient manner; and,*

WHEREAS, *Donald A. Mitzo has participated in continuous learning opportunities which allowed him to successfully implement new skills and changing technologies over the course of his career; and,*

WHEREAS, *Donald A. Mitzo exhibited leadership and good judgment when he provided work direction and supervision to seasonal staff, and when he assisted with on the job training of his peers; and,*

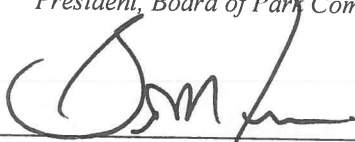
WHEREAS, *Donald A. Mitzo demonstrated a spirit of cooperation when he volunteered to assist with children's fishing derbies where he provided a positive experience for young anglers and their parents, the OPRA Conference & Trade Show, and as evidenced by his letters of commendation from staff, including recognition for perfect attendance during several years of his career; and,*

WHEREAS, *Donald A. Mitzo's dedication and commitment has been a valued asset to the Park District. The products of his labor have been appreciated and will not be forgotten.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
DEBRA K. SHANKLAND**

WHEREAS, *Debra K. Shankland has served Cleveland Metroparks for more than 26 years; and,*

WHEREAS, *Debra K. Shankland has devoted these years of service utilizing her knowledge, skills and abilities as a Naturalist, Naturalist II, Naturalist I, and Naturalist 2; and,*

WHEREAS, *Debra K. Shankland has planned, developed and implemented a variety of innovative outdoor education programs at the Garfield Park, Brecksville and Rocky River nature centers, and for the last part of her career at the Watershed Stewardship Center where she increased the participant's environmental awareness, concern for conservation, and appreciation for native plants and wildlife; and,*

WHEREAS, *Debra K. Shankland has led watershed and conservation based programs for diverse audiences and was widely regarded as a front-line interpreter by her peers; and,*

WHEREAS, *Debra K. Shankland has received the Master Front Line Interpreter Award at the National Association of Interpretation (NAI) Great Lakes Conference where she was honored with the Outstanding New Interpreter Award; and,*

WHEREAS, *Debra K. Shankland was recognized and commended for her efforts with the Slavic Village Development Corporation and Mill Creek Falls History Center during the planning and opening of Mill Creek Falls which included developing the interpretive text for the wayside panels where her perseverance with this project resulted in an Ohio Bicentennial Historic Marker for the falls, and she was also instrumental in preparation of interpretive graphics for the Lake to Lake Trail where her research, writing, illustrations and photos resulted in panels of high interest, readability, understanding and valuable information; and,*

WHEREAS, *Debra K. Shankland served an integral role as the Outdoor Education representative during the development of the overall master plan for the Watershed Stewardship Center where she worked closely with Cleveland Metroparks natural resources and planning teams, the West Creek Conservancy, the City of Parma, and The Northeast Ohio Regional Sewer District; and,*

WHEREAS, *Debra K. Shankland was praised for producing youth programs for children to easily learn and successfully perform difficult skills, and summer STEM- based youth camps for teens; and,*

WHEREAS, *Debra K. Shankland initiated and developed a "For Adults Only" series and day-long guided bus tours which helped life-long learners develop a deeper understanding of natural history of the region, a volunteer database for monitoring volunteer records, a summer "Junior Naturalist" program, and she also successfully planned, created and conducted special events such as RiverDay Expo, Bug Fest, FallFest, Cedar Valley Celebration, World Water Day Celebration, and Backyard Nature Bash; and,*

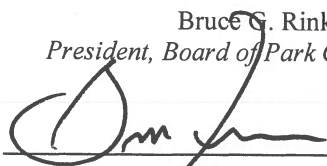
WHEREAS, *Debra K. Shankland has demonstrated a spirit of cooperation as evidenced by her letters of commendation from staff and park visitors, for her cross-training efforts, when she assisted with coordinating several events and celebrations, and when she served as a volunteer coordinator; and,*

WHEREAS, *Debra K. Shankland's dedication has been a valued asset to Cleveland Metroparks. The products of her labor have been appreciated and will not be forgotten.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



CLEVELAND METROPARKS
Appropriation Summary - 2020

| Object Code | Object Description | Original Budget | | | Total Prior Budget Amendments | Proposed Amendment #11 12/17/2020 | Total |
|------------------|-------------------------------|-----------------|-------------------------|----------------|-------------------------------|-----------------------------------|----------------|
| | | Baseline Budget | Carry Over Encumbrances | Total | | | |
| OPERATING | | | | | | | |
| 51 | Salaries | \$ 56,164,224 | \$ - | \$ 56,164,224 | \$ (108,554) | \$ (151,566) A | \$ 55,904,104 |
| 52 | Employee Fringe Benefits | 18,489,702 | 43,861 | 18,533,563 | 143,852 | 25,196 B | 18,702,611 |
| 53 | Contractual Services | 14,615,911 | 1,163,297 | 15,779,208 | 551,352 | 201,377 C | 16,531,937 |
| 54 | Office Operations | 24,071,314 | 2,192,891 | 26,264,205 | 3,215,413 | (33,589) D | 29,446,029 |
| | Operating Subtotal | 113,341,151 | 3,400,049 | 116,741,200 | 3,802,063 | 41,418 | 120,584,681 |
| CAPITAL | | | | | | | |
| 571 | Capital Labor | 900,000 | - | 900,000 | - | - | 900,000 |
| 572 | Capital Construction Expenses | 26,205,084 | 10,954,935 | 37,160,019 | 6,338,004 | 461,275 E | 43,959,298 |
| 574 | Capital Equipment | 2,766,476 | 681,816 | 3,448,292 | 581,944 | 141,100 F | 4,171,336 |
| 575 | Zoo Animals | 75,000 | 5,265 | 80,265 | - | - | 80,265 |
| 576 | Land | 2,032,525 | 12,406 | 2,044,931 | 1,675,036 | - | 3,719,967 |
| | Capital Subtotal | 31,979,085 | 11,654,422 | 43,633,507 | 8,594,984 | 602,375 | 52,830,866 |
| TOTALS | | | | | | | |
| Grand totals | | \$ 145,320,236 | \$ 15,054,471 | \$ 160,374,707 | \$ 12,397,046 | \$ 643,793 | \$ 173,415,546 |

OPERATING

51 SALARIES

- \$ 432 Transfer of appropriations from Scholarships to Salaries-Full Time to cover expenses as approved by CZS
Net budget effect is zero

- \$ 24,002 Increase in restricted fund appropriations for Salaries-Part Time for Conservation & Science graduate students
Appropriation increase will be covered by new grant funds from CZS

- \$ (176,000) Transfer of appropriations from Deputies, Seasonal Salaries & Overtime to Misc. Contractual Services for initial payment to Chagrin Valley Dispatch
Net budget effect is zero

A \$ (151,566) Total increase (decrease) to Salaries

52 FRINGE BENEFITS

- \$ 21,900 Transfer of appropriations from Scholarships to PERS, Hospitalization & Medicare to cover expenses as approved by CZS
Net budget effect is zero

- \$ 3,296 Increase in restricted fund appropriations for PERS and Medicare for Conservation & Science graduate students
Appropriation increase will be covered by new grant funds from CZS

B \$ 25,196 Total increase (decrease) to Fringe Benefits

53 CONTRACTUAL SERVICES

- \$ 399 Transfer of appropriations from Water-Sewer to Turf Management Supplies for driving range supplies
Net budget effect is zero

- \$ 25,000 Transfer of restricted fund appropriations from Capital Project Expenses to Misc. Contractual Services per grant
Net budget effect is zero

- \$ (22) Transfer of appropriations from Misc. Contractual Services to Minor Computer Equipment
Net budget effect is zero

- \$ 176,000 Transfer of appropriations from Deputies, Seasonal Salaries & Overtime to Misc. Contractual Services for initial payment to Chagrin Valley Dispatch
Net budget effect is zero

C \$ 201,377 Total increase (decrease) to Contractual Services

54 OFFICE OPERATIONS

- \$ (22,332) Transfer of appropriations from Scholarships to Salaries-Full Time, PERS, Hospitalization & Medicare to cover expenses as approved by CZS
Net budget effect is zero

- \$ (10,880) Transfer of restricted fund appropriations from Tools/Minor Equip. to Misc. Capital Equipment for adaptive kayaks
Net budget effect is zero

- \$ (399) Transfer of appropriations from Water-Sewer to Turf Management Supplies for driving range supplies
Net budget effect is zero

- \$ 22 Transfer of appropriations from Misc. Contractual Services to Minor Computer Equipment
Net budget effect is zero

D \$ (33,589) Total increase (decrease) to Office Operations

\$ 41,418 TOTAL INCREASE (DECREASE) TO OPERATIONS

| |
|----------------|
| CAPITAL |
|----------------|

572 CAPITAL CONSTRUCTION EXPENSES

| | | |
|----|----------|--|
| \$ | (84,025) | Transfer of appropriations from Capital Project Expenses to Capital Equipment to avoid 2021 price increases on Huntington Concession equipment Appropriation increase will be covered by new restricted funds |
| \$ | 17,500 | Transfer of appropriations from Mowers to Capital Project Expenses for critical repairs at Manakiki & Sleepy Hollow Net budget effect is zero |
| \$ | (25,000) | Transfer of restricted fund appropriations from Capital Project Expenses to Misc. Contractual Services per grant Net budget effect is zero |
| \$ | 48,500 | Increase in restricted fund appropriations for Capital Project Expenses for Rocky River Stables bathroom improvements Appropriation increase will be covered by existing restricted funds |
| \$ | 115,000 | Increase in restricted fund appropriations for Capital Project Expenses for downpayment on Zoo zipline attraction Appropriation increase will be covered by new restricted funds from CZS |
| \$ | 389,300 | Increase in appropriations for Capital Project Expenses for breakwall repairs at Edgewater & Whiskey Island Appropriation increase will be covered by a BWC refund received earlier in 2020 |

| | | | |
|----------|----|----------------|--|
| E | \$ | <u>461,275</u> | Total increase (decrease) to Capital Materials |
|----------|----|----------------|--|

574 CAPITAL EQUIPMENT

| | | |
|----|----------|---|
| \$ | 84,025 | Transfer of appropriations from Capital Project Expenses to Capital Project Equipment to avoid 2021 price increases on Huntington Concession equipment Net budget effect is zero |
| \$ | (17,500) | Transfer of appropriations from Mowers to Capital Project Expenses for critical repairs at Manakiki & Sleepy Hollow Net budget effect is zero |
| \$ | 10,880 | Transfer of restricted fund appropriations from Tools/Minor Equip. to Misc. Capital Equipment for adaptive kayaks Net budget effect is zero |
| \$ | 5,479 | Increase in restricted fund appropriations for Misc. Capital Equipment for Edgewater donor bench Appropriation increase will be covered by existing restricted funds |
| \$ | 58,216 | Increase in appropriations for Vehicles to purchase two Chevy Bolt electric vehicles Appropriation increase will be covered by existing 2020 auction proceeds |

| | | | |
|----------|----|----------------|--|
| F | \$ | <u>141,100</u> | Total increase (decrease) to Capital Equipment |
|----------|----|----------------|--|

| | | |
|----|----------------|---|
| \$ | <u>602,375</u> | TOTAL INCREASE (DECREASE) TO CAPITAL |
|----|----------------|---|

| | | |
|----|----------------|--|
| \$ | <u>643,793</u> | GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT |
|----|----------------|--|

**Resolution of Authorization
Coastal Management Assistance Grant
December 17, 2020**

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources Office of Coastal Management, administers financial assistance through the federal Coastal Management Assistance Grant Program, and

WHEREAS, Cleveland Metroparks desires financial assistance under the Coastal Management Assistance Grant Program, and

WHEREAS, Cleveland Metroparks desires to complete coastal planning activities for nature-based shoreline restoration at Wendy Park, Cuyahoga County, Ohio, and

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 Coastal Management Assistance Grant Program.

Bruce G. Rinker, 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 17th day of December 2020, and that I am duly authorized to execute this certificate.

Brian M. Zimmerman
Chief Executive Officer

RESOLUTION NO. 20-12-161

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.

Wire Transfer dated November 13, 2020 in the amount of \$72,672.15

Printed Checks dated November 13, 2020 in the amount of \$1,442,034.43

Printed Checks dated November 17, 2020 in the amount of \$3,129,102.01

Printed Checks dated November 20, 2020 in the amount of \$730,763.14

Wire Transfer dated November 24, 2020 in the amount of \$72,697.15

Printed Checks dated November 24, 2020 in the amount of \$864,305.71

Direct Disbursement dated December 4, 2020 in the amount of \$10,790.88

Printed Checks dated December 4, 2020 in the amount of \$756,396.95

Net Payroll dated October 25, 2020 to November 7, 2020 in the amount of \$1,029,142.13

Withholding Taxes in the amount of \$236,980.69

Net Payroll dated November 8, 2020 to November 21, 2020 in the amount of \$1,086,702.11

Withholding Taxes in the amount of \$252,622.20

Bank Fees/ADP Fees in the amount of \$41,337.68

Cigna Payments in the amount of \$481,222.51

ACH Debits (First Energy; Sales Tax) in the amount of \$54,285.46

Visa/Travel Purchasing Card dated November 8, 2020 to November 28, 2020 in the amount of \$237,181.75

Total amount: \$10,498,236.95

PASSED: December 17, 2020

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 20-12-161** listed above.