

**MINUTES OF THE
BOARD OF PARK COMMISSIONERS
OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
OCTOBER 20, 2022**

The Board of Park Commissioners met on this date, Thursday, October 20, 2022, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

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

APPROVAL OF MINUTES.

No. 22-10-143: It was moved by Vice President Moore, seconded by President Berry and carried, to approve the minutes from the Regular Meeting of September 14, 2022, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

FINANCIAL REPORT.

Chief Financial Officer, Wade Steen, presented a Comparative Summary of Revenues & Expenditures 2022 vs. 2021 Year-To-Date, and for the Month Ended September 30. Also provided is a Schedule of Accounts Receivable and Investments, which along with the Comparative Summary is found on pages 97098 to 97105.

ACTION ITEMS.

- (a) ***Swearing in of Patrol Officer***
(Originating Source: *Kelly J. Stillman, Chief of Police*)

Marcus Fletcher

Marcus Fletcher joins Cleveland Metroparks from Fairlawn Police Department, where he served as a police officer. Officer Fletcher is a nine-year veteran who worked previously as a Deputy Sheriff for the Summit County Sheriff's Office. He graduated from the University of Akron Police Academy in 2012.

No. 22-10-144: It was moved by Vice President Moore, seconded by President Berry and carried, to appoint Marcus Fletcher as full-time police officer for Cleveland Metroparks as authorized by Section 1545.13 of the Ohio Revised Code.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

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

John Orzel, Transport Driver

John Orzel has served Cleveland Metroparks for more than 22 years as a Transport Driver with Zoo Guest Services. He committed his time and efforts to making the Zoo an experience to never forget with his superb customer service and positive attitude, showed dedication and support assisting with transportation for special events and training new staff, and went beyond the call of duty and looked for ways to enhance and build his skills by acquiring additional Commercial Drivers Licenses that were needed. Additionally, John loved to support the Zoo and volunteered for many years as the Santa during the December months for special events. His positivity and helpful and informative attitude were a staple for the overall culture and the kind of customer service that Cleveland Metroparks and the Zoo strive for. John has been an asset to Cleveland Metroparks, and the products of his labor are appreciated and will not be forgotten.

Edith Ricchiuto, Director of Training and Development

Edith Ricchiuto has served Cleveland Metroparks for more than 17 years as Guest Services Manager with Zoo Guest Services, Manager of Training and Development, and Director of Training and Development with Human Resources. Edie was dedicated to the success of every new employee and embedding the culture that has been established for Cleveland Metroparks through her extensive training to full time and part time employees. She went beyond her call of duty by volunteering her time to assist with many events such as Crossroads, Boo at the Zoo, and other activities throughout her tenure. Additionally, Edie played a significant part of the arrival of the carousel that Zoo patrons enjoy and love, and her determination to see the project through enhanced the

ACTION ITEMS (cont.)

quality of the Zoo experience. Her work has been recognized by NorthCoast99 as Cleveland Metroparks received a specialty award in 2021 for the Onboarding process for new and promoted employees. Edie’s contributions and willingness to dedicate time, effort, and resources to employees has been an asset to Cleveland Metroparks, and the products of her labor are appreciated and will not be forgotten.

No. 22-10-145: It was moved by Vice President Moore, seconded by President Berry and carried, to recognize John Orzel and Edith Ricchiuto for their years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolutions found on pages **97106** to **97107**.

Vote on the motion was as follows:

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

(c) **2022 Budget Adjustment No. 10**
(Originating Sources: Wade Steen, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

The following amendments are requested for Board approval:

CLEVELAND METROPARKS Appropriation Summary - 2022							
Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #10 10/20/2022	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 59,806,913	\$ -	\$ 59,806,913	\$ 139,698	\$ (34,330) A	\$ 59,912,281
52	Employee Fringe Benefits	19,059,340	397,108	19,456,448	331,164	-	19,787,612
53	Contractual Services	15,366,699	5,491,290	20,857,989	(84,900)	41,928 B	20,815,017
54	Office Operations	25,134,495	3,531,243	28,665,738	635,354	44,620 C	29,345,712
	Operating Subtotal	119,367,447	9,419,641	128,787,088	1,021,316	52,218	129,860,622
CAPITAL							
571	Capital Labor	800,000	-	800,000	-	-	800,000
572	Capital Construction Expenses	25,598,296	7,601,218	33,199,514	18,749,484	3,799,993 D	55,748,991
574	Capital Equipment	3,656,575	1,435,810	5,092,385	654,598	50,528 E	5,797,511
575	Zoo Animals	75,000	-	75,000	-	-	75,000
576	Land	2,078,500	39,800	2,118,300	-	-	2,118,300
	Capital Subtotal	32,208,371	9,076,828	41,285,199	19,404,082	3,850,521	64,539,802
TOTALS							
Grand totals		\$ 151,575,818	\$ 18,496,469	\$ 170,072,287	\$ 20,425,398	\$ 3,902,739	\$ 194,400,424

ACTION ITEMS (cont.)

An explanation of adjustments, by category, can be found on pages **97108** to **97111**. The net effect of all adjustments is an increase of \$3,902,739 which is funded by increased revenue, donations, grants, or received but previously unappropriated funds.

No. 22-10-146: It was moved by Vice President Moore, seconded by President Berry and carried, to approve 2022 Budget Adjustment No. 10 for a total increase of \$3,902,739 as delineated on pages **97108** to **97111**.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

(d) ***Request for 2023 Tax Advances***
(Originating Source: *Wade Steen, Chief Financial Officer*)

By statute, the County Fiscal Officer is required to deliver all taxes collected ninety days after the close of collections, unless the Board of Park Commissioners adopts a resolution requesting tax advances on a timelier basis.

Calendar year 2023 Real Property Tax Advance Schedule is as follows:

<u>1st Half Collection Closing Date</u>	<u>1/26/2023</u>
First Half Advance #1 Deposit Date	1/17/2023
First Half Advance #2 Deposit Date	2/15/2023
First Half Settlement Deposit Date	3/15/2023
<u>2nd Half Collection Closing Date</u>	<u>7/13/2023</u>
Second Half Advance #1 Deposit Date	7/14/2023
Second Half Settlement Deposit Date	8/15/2023

To better meet Cleveland Metroparks 2023 cash requirements, staff is requesting that the Board adopt the resolution listed below.

RESOLUTION REQUESTING TAX ADVANCES

BE IT RESOLVED, To meet the fiscal obligations of the Board, the Cuyahoga County Fiscal Officer is requested to make advances from time to time on all tax money collected for the payment of all taxes from funds available for distribution and allocated to the Board of Park Commissioners of the Cleveland Metropolitan Park District; and

BE IT FURTHER RESOLVED, That the Secretary (CEO) of the Board be and is hereby directed to certify a copy of this Resolution to the Cuyahoga County Fiscal Officer.

ACTION ITEMS (cont.)

No. 22-10-147: It was moved by Vice President Moore, seconded by President Berry and carried, to approve the resolution requesting tax advances as noted above.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

(e) ***Increase for Black Locust Wood for Various Trail Projects***
(Originating Source: Charlie Rosol, Director of Procurement)

In the month of September, the Purchase Order with Midwest Black Locust for use by the trails department for various trails projects throughout Cleveland Metroparks increased to slightly less than \$50,000. Thus, at this October 20, 2022 Board meeting, the Board is being informed of the increased amount on the “Items Between \$10,000 - \$50,000” list.

Cleveland Metroparks staff believes that the amount will exceed \$50,000 in the coming months, as additional projects have been assigned to the Trails team through the end of 2022 and additional Black Locust material is needed.

Midwest Black Locust is a single source as the only supplier that can provide the required type of Black Locust wood for trails work.

In light of this, the Board is hereby asked to approve an increase of \$20,000 to the award amount. Since the original purchase order was for an amount less than \$50,000, the Board viewed the information item (on the \$10,000 - \$50,000 list) but did not approve the recommended action. The cross-over to the \$50,000 and above level now requires Board approval for a revised amount as follows:

ORIGINAL AWARD:	\$ 50,000
<u>Additional consumption estimate:</u>	<u>\$ 20,000</u>
REVISED TOTAL AWARD:	\$ 70,000

Consequently, an increase in the total amount, as shown above, is recommended for approval by the Board at this time.

No. 22-10-148: It was moved by Vice President Moore, seconded by President Berry and carried, to authorize the increase of black locust lumber as presented above from Midwest Black Locust pursuant to the agenda reported on this date October 20, 2022, for a revised total of \$70,000.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

ACTION ITEMS (cont.)**(f) *All-Hazards Mitigation Plan for Cuyahoga County***

(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Gregory Headley, Director of Risk Management/Natalie Ronayne, Chief Development Officer/Kristen Trolio, Director of Grants)

Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) (42 USC 5121) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities.

In 2021 and 2022, several Cleveland Metroparks staff, along with the municipalities and townships located within Cuyahoga County, participated in sessions to prepare the “Cuyahoga County 2022-2027 All-Hazards Mitigation Plan.” Staff were asked to assess current and potential hazards in several key areas including drought, flooding, severe storms, health-related emergencies, and technological threats. Staff also presented several key priority projects related to these disasters and mitigation efforts for inclusion in the plan, including restoration of the Chippewa Creek ford, restoration of break walls at Wendy Park and Wildwood Marina, and installation of a public announcement system at Cleveland Metroparks Zoo. Cleveland Metroparks participation in this plan development and approval thereof is a pre-requisite for applying for and receiving post-disaster funds through Federal Emergency Management Authority’s (FEMA) Hazard Mitigation Grant Program.

The required resolution is on page **97112**.

No. 22-10-149: It was moved by Vice President Moore, seconded by President Berry and carried, to approve the resolution on page **97112** to adopt the “Cuyahoga County 2022-2027 All-Hazards Mitigation Plan.”

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

(g) *Amendment to License Agreement with BAYarts, Inc. – Extension*

(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Joseph V. Roszak, Chief Operating Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Nancy Desmond, Special Projects Administrator/Katie M. McVoy, Assistant Legal Counsel)

Background

BAYarts, Inc. ("BAYarts") has operated an art gallery and ceramics studio and offered art classes at Huntington Reservation through a License Agreement with Cleveland Metroparks since 1990. In 2017, BAYarts responded to a Request for Information issued by Cleveland Metroparks regarding the Huntington Playhouse (the “Playhouse”). As a result, the License Agreement was extended to include the Playhouse, which BAYarts

ACTION ITEMS (cont.)

has begun to renovate. BAYarts' current License Agreement terminates on December 31, 2024, with options for two-year renewals.

BAYarts has proposed to Cleveland Metroparks that it conduct substantial renovations to the Playhouse, including developing additional classroom space and an event rental location. Renovations are expected to cost at least \$750,000. In order to raise funds for the renovation and continue to serve the community, BAYarts has requested an extension to its lease with Cleveland Metroparks.

- a. *First Extension Term.* The first extension term will extend the License Agreement through December 31, 2039. In exchange, BAYarts shall be required to complete \$750,000 of capital improvements.
- b. *Optional Second Extension Term.* Should BAYarts wish to further extend the License Agreement, Cleveland Metroparks would have the option, in its sole discretion, to offer a second extension term through December 31, 2049 if BAYarts completes an additional \$750,000 of capital improvements.
- c. *Additional terms.* At the end of either the first extension term or second extension term if BAYarts completes additional capital improvements, the agreement would renew for additional two-year terms in Cleveland Metroparks' discretion.

Cleveland Metroparks staff recommends that the Board approve the extension of the License Agreement with BAYarts.

No. 22-10-150: It was moved by Vice President Moore, seconded by President Berry and carried, to authorize Cleveland Metroparks to extend the term of its License Agreement with BAYarts through December 31, 2039 in exchange for BAYarts completing \$750,000 of capital improvements, and that the Board authorize the Chief Executive Officer to execute an Amendment to the License Agreement memorializing the extensions in a form approved by the Chief Legal & Ethics Officer. Should Cleveland Metroparks staff and BAYarts desire to enter into the second extension term, staff would bring such additional extension to the Board for approval.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

ACTION ITEMS (cont.)

- (h) ***2022-2023 Property and Liability Insurance Coverages***
(Originating Source: Greg Headley, Director of Risk Management)

Background

The current insurance coverages and pricing by Jackson Dieken and Associates with TokioMarine HCC is in the second year of a three-year cycle (*i.e.*, 2021, 2022, 2023).

Market Review

A review of the market conditions by the Park District Risk Management consultant (Crain Langner) and Jackson Dieken and Associates, indicates that insurance rates have increased significantly for all entity types. The increase in rates is not the result of losses sustained by the Park District. Insurance rates have increased due to the payment of claims nation-wide, mostly due to catastrophic losses (hurricane, floods, fires, tornados) and jury awards.

2022-23 Proposed Premium

As we move into the third year of a three-year program, the Park District's proposed premium for 2022-23 is **\$912,172 (+13.3%)** versus \$805,448 in 2021-22 (an increase of \$106,724). The increase in TokioMarine HCC premium is primarily due to increased rates as described above.

The Park District Director of Risk Management and Risk Management Consultant, Crain, Langner & Co., have reviewed the proposal from Jackson Dieken and Associates for 2022-23 and recommend that the proposal be accepted, as reflected below.

- No. 22-10-151:** It was moved by Vice President Moore, seconded by President Berry and carried, to accept the proposal of Jackson Dieken and Associates, as described above, for insurance coverages for the third year of a three-year program effective November 1, 2022 to November 1, 2023, at the proposed coverages and pricing as follows:

Commercial General Liability Insurance for \$95,025 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Commercial Auto Liability Insurance for \$88,094 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Public Officials Liability Insurance for \$12,704 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Law Enforcement Liability Insurance for \$19,855 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Employment Practices Liability Insurance for \$11,895 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Excess Liability Insurance for \$74,573 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

ACTION ITEMS (cont.)

Terrorism Coverage (TRIA) (liability and property) for \$10,746 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Liquor Liability Insurance for \$1,874 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Marina Operators Liability Insurance (included in Commercial General Liability Insurance) with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Property Insurance for \$363,747 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Inland Marine Insurance for \$104,058 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Employee Dishonesty and Crime Insurance for \$8,089 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Boiler and Machinery Insurance (included in Property Insurance) with U.S. Specialty through Jackson Dieken & Associates;

Earthquake and Flood (Excluding Zone A) Insurance (included in Property Premium) with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

EDP Insurance for \$11,153 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Auto Physical Damage/Auto Catastrophic Physical Damage for \$65,200 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Employee Benefits Insurance for \$159 with U.S. Specialty Insurance Company through Jackson Dieken & Associates; and,

Broker Fee for \$45,000 with Jackson Dieken & Associates.

Grand Total: \$912,172

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

ACTION ITEMS (cont.)

- (i) ***2023 Cleveland Metroparks Employee Group Health Care Benefits***
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Harold Harrison, Chief Human Resources Officer/Matthew Hawes, Director of Human Resources)

A. SELF-INSURED MEDICAL PLAN

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

ASO Contract

Cleveland Metroparks is currently under contract with Cigna to provide ASO services for 2023 at a flat-rate renewal.

Stop-Loss Coverage – RFP #6685

Stop-Loss Coverage provides Cleveland Metroparks with individual claim caps (currently \$175,000 per individual) and aggregate claim caps (125% of expected claims for Cleveland Metroparks). In August 2022, Human Resources (“HR”) and benefits consultant Taylor Oswald (“Oswald”) released RFP #6685 requesting proposals for a new one-year stop-loss coverage policy and received timely responses from multiple carriers.

Incumbent carrier, Medical Mutual of Ohio (“MMO”), submitted the lowest and best quote at the current deductible level – a 7.69% premium decrease. Accordingly, HR and Oswald recommend acceptance of MMO’s quote at the current deductible level.

Self-Insured Plan Designs and Premiums

HR and Oswald are recommending elimination of the prescription drug deductible for the A-Plan and B-Plan. All other plan design elements would remain the same. The Chief Executive Officer (“CEO”) will set premium rates based on prior claims experience, anticipated claim trend, administrative costs, stop-loss premiums, and an estimate of the average number of covered lives. Such premium rates will be supported by a reasonable actuarial estimate provided by Oswald.

B. FULLY-INSURED SUPPLEMENTAL BENEFITS**1) Dental Insurance**

Cleveland Metroparks is currently under contract with Cigna to provide dental insurance for 2023 at a flat-rate renewal.

2) Vision Insurance

Cleveland Metroparks is currently under contract with Cigna to provide vision insurance for 2023 at a flat-rate renewal.

ACTION ITEMS (cont.)**3) Long-Term Disability Insurance (“LTD”)**

Cleveland Metroparks is currently under contract with MMO to provide LTD insurance for 2023 at a flat-rate renewal.

4) Life Insurance and Accidental Death & Dismemberment (AD&D) Insurance

Cleveland Metroparks is currently under contract with MMO to provide Life and AD&D insurance for 2023 at a flat-rate renewal.

No. 22-10-152: It was moved by Vice President Moore, seconded by President Berry and carried, to:

A. Self-Insurance Plan

- a. Approve the continuation by the CEO of the self-insured employee health benefits program, maintained pursuant to Sections 1545.071 and 9.833 of the Ohio Revised Code, to pay for authorized health care benefits (the “Self-Insured Program”) for the 2023 plan year.
- b. Direct the Chief Financial Officer to take all necessary actions to reserve funds, as are necessary, in the exercise of sound and prudent actuarial judgment, to cover potential costs of health care benefits for the Self-Insured Program. The funds shall be reserved in a special fund (the “Self-Insurance Fund”) established pursuant to this resolution, which shall comply with the requirements of Ohio Revised Code Section 9.833. The costs of the Self-Insured Program, including, but not limited to, claims paid, administrative fees, employee buyout payments, wellness reimbursements, and legal fees, may be allocated to the Self-Insurance Fund on the basis of relative exposure and loss experience.
- c. Direct the CEO to have a report prepared and published of amounts reserved and disbursements made from the Self-Insurance Fund, which comports with and conforms to the requirements of Ohio Revised Code Section 9.833 and is maintained and made available for inspection at all reasonable times during regular business hours at the Cleveland Metroparks Administrative Office.
- d. Authorize the CEO to set premium rates based on prior claims experience, anticipated claim trend, administrative costs, stop-loss premiums, and an estimate of the average number of covered lives. Such premium rates will be supported by a reasonable actuarial estimate provided by Oswald.

ACTION ITEMS (cont.)**B. Stop-Loss Insurance**

Approve an award on RFP #6685 and authorize the Chief Executive Officer to enter into a one-year agreement, in a form approved by the Chief Legal & Ethics Officer, with MMO at a monthly rate of \$98.76 per employee to purchase \$175,000 deductible individual stop-loss coverage and \$4.38 per employee to purchase aggregate stop-loss insurance at 125% of expected claims as projected by Medical Mutual. The agreement shall commence on January 1, 2023 and cover claims incurred and paid in the 12-month period covering the Self-Insured Program's year beginning January 1, 2023.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

- (j) ***West Creek Greenway – Camelot to Broadview: Project Development Agreement***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/
Sara Byrnes Maier, Principal Planner)

Background

The City of Parma ("Parma"), West Creek Conservancy ("West Creek"), and Cleveland Metroparks have entered into discussions regarding development of the Camelot Drive to Broadview Road segment of the West Creek Greenway Trail ("Trail"), which will be an ADA accessible multipurpose recreational trail connection between Camelot Drive and Broadview Road in West Creek Reservation.

Parma and West Creek wish to partner with Cleveland Metroparks to install this ± 0.5-mile section of the Trail (see map on page **97113**) and make other site improvements within the city of Parma. Parma and West Creek will provide the funds required for the Trail including, but not limited to, design, construction, permits, inspections and fundraising. Cleveland Metroparks staff will manage the design, construction, and implementation of the Trail.

Parma received \$560,000 in Congestion Mitigation and Air Quality ("CMAQ") Improvement grant funding from the Ohio Department of Transportation ("ODOT") via a competitive process through the Northeast Ohio Areawide Coordinating Agency ("NOACA") for use on the Trail. A transfer of sponsorship of the CMAQ award to Cleveland Metroparks has been initiated with NOACA and ODOT by Parma. Parma City Council approved the Project Development Agreement ("PDA") at its October 3, 2022 meeting (Ord. No. 171-22).

West Creek obtained \$729,310 in Clean Ohio Green Space Conservation Program funds for the Trail and will be responsible for any additional funding, if needed. West Creek owns the land for the Project in fee simple and leases the land to Cleveland Metroparks

ACTION ITEMS (cont.)

by way of a long-term lease. Maintenance and repairs for the completed Trail will be Cleveland Metroparks' responsibility through its existing long-term lease with West Creek.

Upon execution of the PDA, Cleveland Metroparks will collaborate with Parma and West Creek to select a designer for the Trail and it is anticipated that the bidding will occur shortly thereafter for construction to begin by 2024.

No. 22-10-153: It was moved by Vice President Moore, seconded by President Berry and carried, to authorize the Chief Executive Officer to enter into a Project Development Agreement with the **City of Parma and West Creek Conservancy** for the West Creek Greenway Trail Camelot Drive to Broadview Road and any other documents/agreements as may be necessary to effectuate the above, in a form to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

(k) ***Award of Contract – Old Station Road Restoration Project, Brecksville Reservation***
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/
Chris Cheraso, Landscape Architect/Bob Burichin, Project Manager)*

Background

Cleveland Metroparks has received grant funding for the Old Station Restoration Project (“Project”) in Brecksville Reservation through the H2Ohio Fund administered by the Ohio Department of Natural Resources. A portion of funds for the project will also be provided by the Northeast Ohio Regional Sewer District (“NEORS”) Stormwater Reimbursement Fund Program. The Project will remove existing pavement and infrastructure associated with an abandoned roadway that negatively impacts local and regional water quality. Additionally, the Project will restore a tributary ravine and will enhance existing wetlands in Brecksville Reservation immediately above the confluence of Chippewa Creek and the Cuyahoga River. Enhancements to the stream and wetlands will remove excess nutrients from nearby development that currently flow directly into the waterways.

Storm sewer infrastructure from Riverview Road will be redirected through a manhole to a tributary west of the roadway. The tributary ravine will be restored to stabilize the stream, accommodate additional flow, and improve habitat. The tributary will flow into a ±1.2-acre enhanced wetland and then be directed under Chippewa Creek Drive to Chippewa Creek then on the Cuyahoga River.

ACTION ITEMS (cont.)

Bid Results

On October 11, 2022 sealed bids were received for Bid #6687, Old Station Road Restoration Project, Brecksville Reservation. Bids included a Base Bid for the work shown on the plans, including a \$20,000 Owner’s Allowance and 6 bid alternates. The bid alternates are as follows:

- Alternate 1 – Deduct to non-perform deer enclosure fencing
- Alternate 2 – Deduct to switch from sandstone to limestone material
- Alternate 3 – Deduct to non-perform invasive species treatment
- Alternate 4 – Add to provide an additional 30” of clean fill over top of Old Station Road
- Alternate 5 – Add for providing and installing tree caging for all shrubs
- Alternate 6 – Add to salvage and palletize the existing sandstone

A summary of the bids received:

Bidder	Total Bid (Base Bid + Allowance)	Alt. 1 (Deduct)	Alt. 2 (Deduct)	Alt. 3 (Deduct)	Alt. 4 (Add)	Alt. 5 (Add)	Alt. 6 (Add)
Marks Construction	\$748,000	\$(59,400)	\$0	\$(10,713)	\$108,386	\$23,342	\$12,500
Fabrizi Recycling, Inc.	\$678,000	\$(8,000)	\$0	\$(5,000)	\$35,000	\$17,000	\$12,000
* Baumann Enterprises, Inc	\$636,700	\$(9,000)	\$1	\$(8,500)	\$27,000	\$22,000	\$10,000
* Eclipse Co. LLC	\$625,786	\$(83,500)	\$(2,000)	\$(9,000)	\$41,500	\$15,200	\$2,000

* Denotes a non-responsive bidder

Bid Analysis

Staff has performed a review of the bid results and determined that Eclipse Co., LLC, and Baumann Enterprises, Inc. submitted non-responsive bids and the qualification documents submitted did not satisfy the minimum threshold for stream restoration experience specifically required for the Project. Subsequently staff reviewed Fabrizi Recycling, Inc’s (Fabrizi) bid and found Fabrizi to be the lowest and best bidder to complete the Project. Staff then determined the best combination of the Base Bid plus accepted alternates. It is recommended to award Fabrizi the following: Base Bid (\$678,000), Alternate 1 (-\$8,000), Alternate 3 (-\$5,000), and Alternate 4 (\$35,000). Although Fabrizi has not partnered recently with Cleveland Metroparks, they successfully in the past completed several projects in the Zoo, Bradley Woods, and Rocky River Reservations.

No. 22-10-154: It was moved by Vice President Moore, seconded by President Berry and carried, to authorize the Chief Executive Officer to enter into a contract with Fabrizi Recycling Inc. as the lowest and best bidder for Old Station Road Restoration Project, Brecksville Reservation **in an amount not to exceed \$700,000** as reflected above. 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

ACTION ITEMS (cont.)

next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder. Form of the contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES.

No. 22-10-155: It was moved by Vice President Moore, seconded by President Berry and carried, to authorize the following awards:

- (a) **Bid Renewal #6604:** **Various Paper Products and Trash Can Liners** (see page **97083**);
- (b) **Bid Renewal #6605:** **Printing and Mailing Services** (see page **97084**);
- (c) **Single Source #6690:** **Brecksville Nature Center Window Replacement** (see page **97085**);
- (d) **Sourcewell Co-Op ORC 125.04 #6693:**
Two (2) New 2023 Ford Transit Connect Minivans, Three (3) New 2023 Ford Transit Connect Compact Cargo Vans, and Four (4) New 2023 Ford Transit Medium Roof RWD Full Size Cargo Vans (see page **97086**);
- (e) **Ohio Co-Op #6695:** **Natural Gas through Third Party Suppliers** (see page **97087**); and,
- (f) **Single Source #6697:** **Manakiki Golf Course Irrigation Pump Station** (see page **97089**).

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

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

BID RENEWAL #6604 SUMMARY: **VARIOUS PAPER PRODUCTS AND TRASH CAN LINERS** to be supplied on an “as needed” basis to Cleveland Metroparks for a one (1) year period beginning November 1, 2022 through October 31, 2023

Background

The Purchasing Department issued a combined bid for paper products and trash can liners to leverage the spend for both commodities in 2021. The bid included twenty-four (24) paper products and eight (8) different trash can liners.

W.B. Mason was the lowest and best bidder and was awarded the bid for a one (1) year period with the ability to renew for an additional one (1) year period. Currently, therefore, W.B. Mason supplies paper products and trash can liners throughout Cleveland Metroparks on an “as needed” basis. W.B. Mason offers a custom-tailored online electronic catalog for Park District staff to place orders, which online electronic catalog is protected by username and password. The current contract term is for a one (1) year period beginning November 1, 2021 through October 31, 2022.

Due to continued market volatility and supply chain disruption, the two (2) primary manufacturers of paper products and trash can liners have implemented several price increases during the current contract term with additional increases anticipated late 2022 and into 2023.

Manufacturer Price Increases

Kimberly Clark (paper products): 8% Increase November 2021 and 25% Increase June 2022
Georgia Pacific (trash can liners): 7% Increase December 2021 and 13% Increase May 2022

As a result of this increase, Cleveland Metroparks will incur increases of at least 33% on paper products and 16% on trash can liners from W.B. Mason. Should Cleveland Metroparks go out to bid, staff expects that additional price increases will result in even higher prices for Cleveland Metroparks.

To maintain the lowest prices available in this volatile market, Cleveland Metroparks staff recommends the Board exercise the option to renew for a one (1) year period beginning November 1, 2022 through October 31, 2023.

RECOMMENDED ACTION:

That the Board authorize a renewal of the award for the purchase of various trash can liners and paper products, as specified in the above summary, for Bid Renewal #6604, to the lowest and best bidder, **W.B. Mason Co., Inc.**, to be supplied on an “as needed” basis for a one (1) year period beginning November 1, 2022 through October 31, 2023, **for an annual cost not to exceed \$125,000**. 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. In the event a vendor cannot satisfy the bid, the award will be given to the bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety.

(See Approval of this Item by Resolution No. 22-10-155 on Page 97082)

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

BID RENEWAL #6605 SUMMARY: **PRINTING AND MAILING SERVICES** of Cleveland Metroparks monthly *Emerald Necklace* Newsletter for a 6-month period, beginning with the January 2023 issue and ending with the June 2023 issue

Background

The *Emerald Necklace* is a monthly newsletter that provides the general public with information about Cleveland Metroparks educational and recreational opportunities. The newsletter has been published for over 70 years and has undergone many evolutions. Currently, nearly 24,000 households receive the *Emerald Necklace* with an additional 11,600 distributed to Nature Centers and Community Centers on a monthly basis.

EP Graphics, Inc. was awarded for a twelve (12) month period beginning with the January 2022 issue through the December 2022 issue with an option to renew for a six (6) month period from January 2023 through June 2023 or a twelve (12) month period from January 2023 through December 2023 at Cleveland Metroparks' sole discretion.

Cleveland Metroparks would like to exercise the option to renew for a period of six (6) months beginning January 1, 2023 through June 30, 2023.

RECOMMENDED ACTION:

That the Board authorize an award of Bid Renewal #6605 Printing and Mailing Services of the Cleveland Metroparks monthly *Emerald Necklace* Newsletter to **EP Graphics, Inc.** for printing and mailing services for a six (6) month period, beginning with the January 2023 issue and ending with the June 2023 issue for an 8-page issue six times a year **at a cost of \$35,471**. 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 to the expenditure. Form of contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 22-10-155 on Page 97082)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**SINGLE SOURCE #6690 SUMMARY: BRECKSVILLE NATURE CENTER WINDOW REPLACEMENT****Background**

On June 11, 1939, Brecksville Nature Center opened its doors to the public. The trailside museum was the last of three trailside museums built by the WPA. As of today, not much has been altered from the original design and the nature center was placed on the National Register of Historic Places in 1992. In 2016, Cleveland Metroparks acquired a small grant to replace 11 of the 45 original windows on the Brecksville Nature Center. The original windows are single pane steel frame construction and provide no insulation to keep heat and air in the building.

Park Management has been working with the Development team the past few years to help secure the remaining funds to replace the remaining 34 windows on the nature center. The remaining windows will be replaced with Marvin aluminum clad wood windows with insulated glass. These windows will mimic the fine profile of the existing windows which will keep the historic appearance and meet the requirements from the National Register of Historic Places.

Jamieson Ricca Fenestration was vetted as the only commercially focused dealer for the Greater Cleveland Area that provides the windows required for the Brecksville Nature Center. They provide the background in project delivery, continual training to provide the most expertise in historic structures, and quality finish work.

Recommendation

Cleveland Metroparks Park Management staff recommends entering into a contract with Jamieson Ricca Fenestration for the full replacement and installation of the remaining windows in the Brecksville Nature Center with the Marvin Aluminum Clad Wood Windows as described above. The total project cost associated with the window replacement is \$63,869.

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, as specified in Single Source #6690, for full replacement and installation of the remaining original windows on the Brecksville Nature Center with the Marvin Aluminum Clad Wood Windows, with **Jamieson Ricca Fenestration** for a **total cost not to exceed \$63,869**.

(See Approval of this Item by Resolution No. 22-10-155 on Page 97082)

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)**SOURCEWELL CO-OP ORC 125.04 #6693 SUMMARY:**

TWO (2) NEW 2023 FORD TRANSIT CONNECT MINIVANS, THREE (3) NEW 2023 FORD TRANSIT CONNECT COMPACT CARGO VANS, AND FOUR (4) NEW 2023 FORD TRANSIT MEDIUM ROOF RWD FULL SIZE CARGO VANS

Item	Two (2) New 2023 Ford Transit Connect Minivans
New unit base cost-plus accessories, includes delivery and tags.	\$33,143 each
Total x2	\$66,286
Item	Three (3) New 2023 Ford Transit Connect Compact Cargo Vans
New unit base cost-plus accessories, includes delivery and tags.	\$32,672 each
Total x3	\$98,016
Item	Four (4) New 2023 Ford Transit Medium Roof RWD Full Size Cargo Vans
New unit base cost-plus accessories, includes delivery and tags.	\$50,545 each
Total x4	\$202,180
Units Replaced (replacing eight (8) vehicles, purchasing one (1) new)	2008 Sprinter Cargo Van (157,000 miles) (EO1708) 2008 Sprinter Cargo Van (134,000 miles) (EO1808) 2008 Sprinter Cargo Van (145,000 miles) (EO1908) 2008 Sprinter Cargo Van (126,000 miles) (EO3906) 2008 Ford Escape (120,000 miles) (EO0308) 2011 Ford Cargo Van (117,000 miles) (EO1311) 2005 Ford Escape (95,000 miles) (EO0405) 2009 Ford Escape (90,000 miles) (EO0209)
Total order x9	\$366,482

The replaced units will go to online auction or replace units of lesser value that will go to online auction.

Pursuant to Ohio Revised Code (“ORC”) 9.48, Bob Gillingham Ford is offering the vehicles for a price below and with terms similar to Sourcewell Contract 091521-NAF.

RECOMMENDED ACTION:

That the Board approve the purchase of two (2) new 2023 Ford Transit Connect Minivans, three (3) new 2023 Ford Transit Connect Compact Cargo Vans, and four (4) new 2023 Ford Transit Medium Roof RWD Full Size Cargo Vans, as per Sourcewell Co-Op ORC 125.04 #6693, equipped as specified in the above summary, from **Bob Gillingham Ford, for a total cost of \$366,482**, pursuant to ORC 9.48 for terms similar to and cost less than Sourcewell Cooperative Purchasing Program, Contract Number 091521-NAF.

(See Approval of this Item by Resolution No. 22-10-155 on Page 97082)

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

OHIO CO-OP #6695 SUMMARY: NATURAL GAS THROUGH THIRD PARTY SUPPLIERS for a two (2) year period beginning November 1, 2022 through October 31, 2024

Background

In 2003, the State of Ohio Cooperative Purchasing Program (COOP) added natural gas supply to their Cooperative Purchasing Contracts, and the savings found through the program served Cleveland Metroparks well. In addition to high volume natural gas accounts (*i.e.*, The RainForest), the State’s program accepted small volume gas accounts at a minimum of five (5) percent below market as well (*i.e.*, Euclid Creek Maintenance Building, etc.). These small-volume accounts had never been part of the discount offered through standard bid as their consumption was too minimal for consideration by vendors. The COOP has, therefore, consistently proven itself the best financial option available to Cleveland Metroparks.

Natural gas suppliers are selected by the State through a Request for Proposal (RFP) process. The State’s natural gas program that is awarded and available for two years is administered by the State-awarded firm known as Summit Energy Services (a wholly owned subsidiary of Schneider Electric) which completes all billing, servicing, and reporting.

The most recent Cleveland Metroparks billing period (September 2022) lists the **cost per MCF at \$4.68, which was \$1.40 lower than the average Supplier Monthly Variable Rate (“MVR”) at \$6.08** from which all non-residential sites must now purchase gas (these numbers are based on the current contract price through October 2024 with Constellation Energy Services at NYMEX (monthly variable) minus \$0.35 (fixed) which is the parks commodity price). The Park District will continue to pay monthly utility distribution fees. The spread for October 2022 through October 2024 (futures) continues to run lower than Dominion’s MCF cost, reflecting a potential savings to Cleveland Metroparks of ±8 percent (8%) for large accounts.

In 2021, a total savings of \$126,737 was achieved compared to standard utility costs. The total savings for all these sites over the lifetime of program enrollment is **\$1,124,760** (as listed in the table below). Clearly the State of Ohio cooperative agreement, contract number CSP901819 option remains a solid recommendation going forward.

Co-Op vs. Open market savings – Historical Data									
<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2021</u>	<u>Lifetime Savings</u>
\$46,926	\$52,804	\$127,514	\$180,491	\$233,467	\$179,839	\$60,661	\$116,321	\$126,737	\$1,124,760

A summary of 2021 actual gas costs in comparison to costs if Cleveland Metroparks had purchased gas "on the open market" follows using 2021 average state pricing of \$4.78/mcf and average monthly variable supplier rate of \$6.15/mcf for large sites and \$6.00/mcf versus \$4.67/mcf for small sites.

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

<u>Natural Gas Account</u>	<u>Utilization (MCF)</u>	<u>2021 Actual Cost at COOP Pricing Delivered</u>	<u>2021 POTENTIAL Costs through Dominion¹ Cost of commodity</u>
Large volume accounts	67,981 mcf (\$4.78/mcf)	\$324,949	\$418,083
Small volume accounts	25,265 mcf (\$4.67/mcf)	\$117,987	\$151,590
TOTAL	93,246 mcf	\$442,936	\$569,673 2021 COOP vs Open Market savings = \$126,737

¹ Savings based on Cleveland Metroparks actual costs versus same utilization at tariff rates if supplied by a Dominion East Ohio MVR Supplier.

Cleveland Metroparks staff, therefore, recommends continuing to utilize the Ohio Co-Op to purchase natural gas.

RECOMMENDED ACTION:

That the Board award Third Party Natural Gas Supply to the Ohio Co-Op lowest and best bidder as per Ohio Co-Op #6695 for all natural gas accounts (both large and small locations) for a two (2) year period beginning November 1, 2022 through October 31, 2024, as per the State of Ohio guaranteed price per MCF, in full utilization of the State of Ohio Cooperative Purchasing Program contract number CSP901819.

(See Approval of this Item by Resolution No. 22-10-155 on Page 97082)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**SINGLE SOURCE #6697 SUMMARY: MANAKIKI GOLF COURSE IRRIGATION PUMP STATION****Background**

Manakiki Golf course was acquired by Cleveland Metroparks in 1944 and remains an award-winning Donald Ross designed course. The irrigation system on the golf course has reached the end of its useful life. The existing pump house and pump system were installed in 1982. The system is now out of date, inefficient, and only currently operating at 33% capacity. A new pump station will allow for greater energy and water use efficiency, allow the system to be used at full capacity, provide optimizing parameters to fine tune the system, and enhance monitoring capabilities to make changes based on current golf course demands and conditions.

Analysis

Due to the unique design of the irrigation system, ProPump & Controls Inc. was identified and vetted by the consulting design team as the only commercially focused dealer for the Greater Cleveland Area that provides for the distribution of the necessary custom Flowtronics package pump station manufactured by MotorControls Inc. Motor Controls, Inc. have been in business since 1980 and provide the background in project delivery, incorporation of quality equipment into their design and a proven track record of certified construction of pump stations.

Cleveland Metroparks staff recommends entering into a contract with ProPump & Controls Inc. for the purchase and delivery of a new Flowtronics end suction variable speed package pump station. The cost of the pump station is \$232,620. The package pump station will be installed in conjunction with other necessary improvements such as electrical service upgrades, site preparation, and water distribution system improvements. These costs are not included and will be procured separately.

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, as specified in Single Source #6697, for the purchase and delivery of a new package pump station to **ProPump & Controls Inc.** for a **total cost not to exceed \$232,620.**

(See Approval of this Item by Resolution No. 22-10-155 on Page 97082)

GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 10/20/22)

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 5(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>
Fabrication and installation services for Mandel, Programs and Guest Resource Center signage for Zoo Administration Building.	Becker Signs Inc.	\$16,273.33	(7)
Golf Handicap Information Network (GHIN) handicap service fees for golf courses; additional service fees.	Northern Ohio Golf Association	\$11,971.00 960.00 480.00 <u>210.00</u> \$13,621.00	(3)
Supply and install 150’x20’ high netting; includes removal of existing material at Washington Golf Course tee number three (3).	Cross Country Cowboy, Inc.	\$20,668.73	(3)
Maintenance agreement for Canon copier at Creative Services for a five (5) year agreement beginning January 1, 2020 through December 31, 2024; additional funds to cover five (5) year contract period.	Lake Business Products	\$18,000.00 <u>32,000.00</u> \$50,000.00	(3)
Electrical upgrades for the new chiller system for the toboggan chutes at The Chalet in Millstream Run Reservation.	Illuminating Company	\$22,500.00	(3)
Replacement wayfinding signage for various locations throughout the Park District.	MD Solutions	\$16,360.00	(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>
Hauling services of Keeney material (sand and stone) to various locations for Trail Projects; additional hauling services.	Arms Trucking Company	\$14,000.00 15,000.00 <u>21,000.00</u> \$50,000.00	(3)
Black locust wood for various Trails projects; additional material.	Midwest Black Locust	\$30,000.00 10,000.00 <u>10,000.00</u> \$50,000.00	(3)
Modifications to the existing workstations for Finance located in the Administration Building.	Ohio Desk	\$16,652.82	(2)
52,000 sq. ft. of tall fescue sod for the Pump Track at Ohio & Erie Canal Reservation.	Huggett Sod Farm	\$21,623.60	(7)
Enterprise support services and development assistance for MapStore through December 31, 2023 for P&D.	Geosolutions USA Corp.	\$36,000.00	(7)
Tree trimmings and brush removal services at Lakefront Reservation.	Edwards Tree Service Inc.	\$26,000.00	(7)
Field investigations and hydrographic surveys for Cleveland Harbor Eastern Embayment Resilience Study Project (CHEERS).	KS Associates, Inc.	\$49,500.00	(7)
Painting services of the exterior of Ohio & Erie Canal Management Center.	JLDCP, LLC	\$48,102.62	(7)
License agreement to conduct online user experience research for a three (3) year period beginning August 31, 2022 through August 25, 2025 for Marketing.	User Testing, Inc.	\$35,256.38	(3)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Closing cost for Havran Property at Garfield Park Reservation.	Guardian Title & Guaranty Agency, Inc.	\$30,535.46	(3)
Costume characters for 2022 Trick or Treat Fest at the Zoo.	Spectacular Party Entertainment, LLC.	\$40,656.00	(3)
DJ dance party for 2022 Trick or Treat Fest at the Zoo.	Rock the House	\$10,200.00	(3)
Cinderella and Arabian Princess for 2022 Trick or Treat Fest at the Zoo.	Kids Party Entertainment	\$11,814.00	(3)

===== **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 (10/20/22)**

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 5(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 total cost of the contract at the time of the change order. 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. The aggregate value of all change orders authorized by the CEO shall not exceed fifty percent (50%) of the original contract value without prior approval of the Board. If the Board approves a revised contract value, then the aggregate value of all change orders issued after Board approval of the revised contract value shall not exceed fifty percent (50%) of the revised contract value without additional approval of the Board.”

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, are less than THE LESSER OF: (i) \$50,000, or (ii) ten percent (10%) of the total cost of the agreement at the time of the amendment. 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 aggregate value of all amendments authorized by the CEO shall not exceed fifty percent (50%) of the original contract value without prior approval of the Board. If the Board approves a revised contract value, then the aggregate value of all change orders issued after Board approval of the revised contract value shall not exceed fifty percent (50%) of the revised contract value without additional approval of the Board.”, the following is provided:

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>
<p><u>Cleveland Metroparks Geese and Gull Management Program</u></p> <p><u>Contract Amount:</u> Original Contract Amount: \$296,757.89 Amendment No. 1 Amount: \$3,680.00 Amendment No. 2 Amount: \$8,725.60 Amendment No. 3 Amount: \$420.00 Revised Contract Amount: \$309,583.49</p>	Additional services for Euclid Decomaction Project.	Ohio Geese Control	#3
<p><u>Cleveland Metroparks Zoo Administration Renovation and Addition</u></p> <p><u>Contract Amount:</u> Original Contract Amount: \$3,070,322.56 Change Order No. 1 Amount: \$36,356.98 Change Order No. 2 Amount: \$226,273.29 Change Order No. 3. Amount: \$37,495.01 Change Order No. 4 Amount: \$0.00 Change Order No. 5 Amount: \$49,421.59 Change Order No. 6 Amount: \$0.00 Change Order No. 7 Amount: (\$150,474.55) Change Order No. 8 Amount: \$44,755.43 Revised Contract Amount: \$3,314,150.31</p>	Additional services to install perimeter fencing for ambassador animal holding (Mews).	Turner Construction Group	#8
<p><u>2022 Asphalt Pavement Improvements</u></p> <p><u>Contract Amount:</u> Original Contract Amount: \$1,018,000.00 Change Order No. 1 Amount: \$22,950.00 Revised Contract Amount: \$1,040,950.00</p>	Additional asphalt repair services of approximately 270 square yards at Bedford Reservation.	Karvo Paving Company	#1

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES; CONSTRUCTION CHANGE ORDERS.

The following were presented to the Board for award/acknowledgment: bid/RFP/co-op/single source tabulations, as shown on pages **97082** through **97089**; \$10,000 to \$50,000 purchased items/services report, pages **97090** through **97092**; and construction change orders, page **97093**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 22-10-142: It was moved by Vice President Moore, seconded by President Berry and carried, to approve vouchers, net payroll, employee withholding taxes, and procurement card charges, as identified on pages **97114** to **97272**.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

Due to the absence of Vice President Rinker, there was not a vote for the Recommended Action related to the JP Morgan Mastercard-Arborwear vouchers dated September 1, 2022 to September 30, 2022 in the amount of \$45.19. This amount will be presented at the next Board meeting for approval.

PUBLIC COMMENTS.

Public comments were offered by 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) *ReadyCertify Recertification***

(Originating Sources: Kelly J. Stillman, Chief of Police/Ken Schabitzer, Captain)

Since 2016, Cleveland Metroparks Police Department has participated in the Cuyahoga County Office of Emergency Management Ready Certify program. The program is a voluntary program for cities, villages, townships, and organizations that provides an objective evaluation of the emergency management program of the participating entity. It is designed to assist local communities and organizations develop and manage their own emergency management programs.

While the Cuyahoga County Office of Emergency Management is the primary emergency management agency, Cleveland Metroparks Police Department plays an important role in emergency planning, mitigation, response, and recovery.

The program's core is a set of performance standards that participating communities and organizations strive to comply with. The standards are based on nationally recognized best practices and cover the various aspects of an effective local emergency management program, including organization, planning, equipping, training, and public information.

Once leadership is confident that their community or organization meets the standards, they submit their documentation to the Cuyahoga County Office of Emergency Management, where the materials are reviewed. When compliance with the standards is verified, the Cuyahoga County Office of Emergency Management will certify the applicant's emergency management program.

Congratulations to the Cleveland Metroparks Police Department for being recertified in the Cuyahoga County Office of Emergency Management Ready Certify program. The award will be presented to the police department by Mark Christie, Cuyahoga County EMA Director, and David Wood, Senior Emergency Management Specialist.

(b) *Capital Projects On the Horizon*

(Originating Sources: Sean McDermott, P.E., Chief Planning and Design Officer/Jim Rodstrom, P.E., Director of Construction/Christopher Kuhar, PhD, Executive Director, Cleveland Metroparks Zoo)

The Park District and Zoo are consistently busy with capital projects, with many focusing on improving the guest experience, expanding opportunity and providing access to our natural assets. Projects regularly cover a large array of improvements varying from zoo exhibits and guest experience, ecological restoration, stream rehabilitations, stormwater retrofits, natural surface and paved trails, parkway and parking lot green infrastructure, docks, piers, construction of new buildings, shelters, modifications and improvements to buildings, and many more impactful enhancements. Staff will provide a brief overview of projects on the horizon throughout the Park District and Zoo.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

- (c) ***Update on the Zoo's First Baby Gorilla***
(Originating Source: Christopher Kuhar, Cleveland Metroparks Zoo, Executive Director)

On October 26, 2021, a baby gorilla was born at Cleveland Metroparks Zoo. This was the first baby gorilla in the Zoo's 139-year history. The circumstances around the birth resulted in the animal care team to step in and take steps to stabilize the infant, followed by the earliest ever reintroduction to a gorilla group for surrogate rearing. Over the ensuing year, the animal care team at Cleveland Metroparks Zoo has accomplished a number of firsts, thereby setting a new standard for gorilla management and neonatal care. As Kayembe nears his first birthday, he has become a symbol of progress in both animal care and conservation for our zoo.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, November 17, 2022, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT TO EXECUTIVE SESSION.

No. 22-10-156: At 10:08 a.m., upon motion by Vice President Moore, seconded by President Berry and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Purchase/Acquisition of Real Property and a Pending Litigation Matter, 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.
Nays: None.

ADJOURNMENT.

No. 22-10-157: There being no further matters to come before the Board, upon motion by Vice President Moore, seconded by President Berry, and carried, President Berry adjourned the meeting at 10:36 a.m.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Moore.

Nays: None.

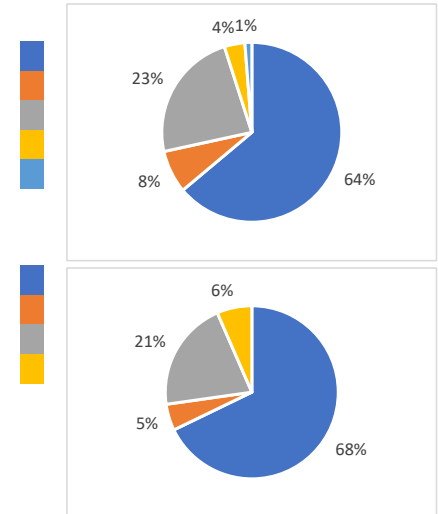
President.

Attest:

Secretary.

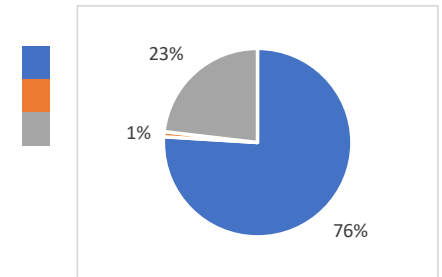
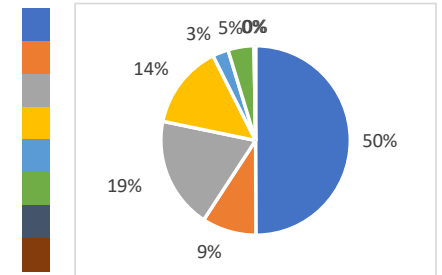
**Cleveland Metroparks
Financial Performance
9/30/2022
CM Park District**

	Actual September '21	Actual September '22	Fav (Unfav)	Actual YTD September '21	Actual YTD September '22	Fav (Unfav)
Revenue:						
Property Tax	3,309,186	2,804,344	(504,842)	77,665,275	78,015,223	349,948
Local Gov/Grants/Gifts	1,029,583	3,488,297	2,458,714	21,419,305	9,414,392	(12,004,913)
Charges for Services	3,092,015	2,486,026	(605,989)	26,331,999	28,700,865	2,368,866
Self-Funded	666,106	17,388	(648,718)	6,085,803	4,507,530	(1,578,273)
Interest, Fines, Other	<u>17,801</u>	<u>96,602</u>	<u>78,801</u>	<u>174,658</u>	<u>1,474,798</u>	<u>1,300,140</u>
Total Revenue	8,114,691	8,892,657	777,966	131,677,040	122,112,808	(9,564,232)
OpEx:						
Salaries and Benefits	5,399,442	7,649,734	(2,250,292)	46,503,459	53,350,565	(6,847,106)
Contractual Services	488,133	304,568	183,565	3,568,479	3,869,028	(300,549)
Operations	1,512,777	1,840,595	(327,818)	13,603,484	16,288,872	(2,685,388)
Self-Funded Exp	<u>674,272</u>	<u>656,405</u>	<u>17,867</u>	<u>5,444,799</u>	<u>5,122,823</u>	<u>321,976</u>
Total OpEx	8,074,624	10,451,302	(2,376,678)	69,120,221	78,631,288	(9,511,067)
Op Surplus/(Subsidy)	40,067	(1,558,645)	(1,598,712)	62,556,819	43,481,520	(19,075,299)
CapEx:						
Capital Labor	0	32,970	(32,970)	532,901	514,570	18,331
Construction Expenses	1,099,156	2,699,837	(1,600,681)	15,782,722	13,288,598	2,494,124
Capital Equipment	151,766	422,774	(271,008)	1,834,139	2,966,845	(1,132,706)
Land Acquisition	556,923	94,359	462,564	2,672,477	1,250,945	1,421,532
Capital Animal Costs	<u>4,148</u>	<u>(151)</u>	<u>4,299</u>	<u>13,825</u>	<u>6,485</u>	<u>7,340</u>
Total CapEx	1,811,993	3,249,789	(1,437,796)	20,836,064	18,027,443	2,808,621
Net Surplus/(Subsidy)	(1,771,926)	(4,808,434)	(3,036,508)	41,720,755	25,454,077	(16,266,678)



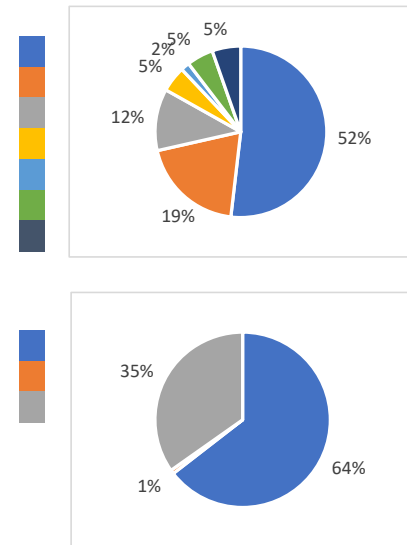
**Cleveland Metroparks
Financial Performance
9/30/2022
Zoo**

	Actual September '21	Actual September '22	Fav (Unfav)	Actual YTD September '21	Actual YTD September '22	Fav (Unfav)
Revenue:						
General/SE Admissions	673,452	495,946	(177,506)	6,339,930	5,891,720	(448,210)
Guest Experience	91,346	79,685	(11,661)	1,203,972	1,095,575	(108,397)
Zoo Society	0	0	0	1,755,900	2,239,925	484,025
Souvenirs/Refreshments	427,890	156,578	(271,312)	1,634,473	1,695,199	60,726
Education	26,700	1,371	(25,329)	320,257	319,806	(451)
Rentals & Events	40,238	16,915	(23,323)	439,091	519,990	80,899
Consignment	8,788	13,768	4,980	25,400	31,630	6,230
Other	<u>501</u>	<u>(1,070)</u>	<u>(1,571)</u>	<u>11,041</u>	<u>2,080</u>	<u>(8,961)</u>
Total Revenue	1,268,915	763,193	(505,722)	11,730,064	11,795,925	65,861
OpEx:						
Salaries and Benefits	1,148,923	1,741,484	(592,561)	10,461,461	11,973,190	(1,511,729)
Contractual Services	30,196	26,082	4,114	123,439	133,362	(9,923)
Operations	<u>339,002</u>	<u>388,659</u>	<u>(49,657)</u>	<u>3,022,079</u>	<u>3,647,953</u>	<u>(625,874)</u>
Total OpEx	1,518,121	2,156,225	(638,104)	13,606,979	15,754,505	(2,147,526)
Op Surplus/(Subsidy)	(249,206)	(1,393,032)	(1,143,826)	(1,876,915)	(3,958,580)	(2,081,665)
CapEx:						
Capital Labor	0	266	(266)	3,784	2,986	798
Construction Expenses	58,631	111,105	(52,474)	460,104	1,105,132	(645,028)
Capital Equipment	1,847	7,530	(5,683)	13,621	125,069	(111,448)
Capital Animal Costs	<u>4,148</u>	<u>(151)</u>	<u>4,299</u>	<u>13,825</u>	<u>6,485</u>	<u>7,340</u>
Total CapEx	64,626	118,750	(54,124)	491,334	1,239,672	(748,338)
Net Surplus/(Subsidy)	(313,832)	(1,511,782)	(1,197,950)	(2,368,249)	(5,198,252)	(2,830,003)
Restricted Revenue-Other	64,545	2,803,682	2,739,137	7,827,475	3,905,751	(3,921,724)
Restricted Revenue-Zipline	66,858	46,685	(20,173)	185,151	441,254	256,103
Restricted Expenses	<u>143,285</u>	<u>715,927</u>	<u>(572,642)</u>	<u>1,368,582</u>	<u>3,201,208</u>	<u>(1,832,626)</u>
Restricted Surplus/(Subsidy)	(11,882)	2,134,440	2,146,322	6,644,044	1,145,797	(5,498,247)



**Cleveland Metroparks
Financial Performance
9/30/2022
Golf Summary**

	Actual September '21	Actual September '22	Fav (Unfav)	Actual YTD September '21	Actual YTD September '22	Fav (Unfav)
Revenue:						
Greens Fees	581,551	618,740	37,189	4,194,542	4,667,245	472,703
Equipment Rentals	268,381	241,324	(27,057)	1,712,460	1,764,708	52,248
Food Service	123,427	153,655	30,228	775,894	1,051,410	275,516
Merchandise Sales	52,080	67,289	15,209	381,500	430,216	48,716
Pro Services	(1,264)	1,447	2,711	112,939	149,860	36,921
Driving Range	49,860	48,976	(884)	421,407	452,121	30,714
Other	<u>35,754</u>	<u>38,774</u>	<u>3,020</u>	<u>428,656</u>	<u>486,664</u>	<u>58,008</u>
Total Revenue	1,109,789	1,170,205	60,416	8,027,398	9,002,224	974,826
OpEx:						
Salaries and Benefits	411,039	669,360	(258,321)	3,260,042	4,015,551	(755,509)
Contractual Services	8,159	6,117	2,042	23,489	43,721	(20,232)
Operations	<u>248,682</u>	<u>278,208</u>	<u>(29,526)</u>	<u>1,835,424</u>	<u>2,162,696</u>	<u>(327,272)</u>
Total OpEx	667,880	953,685	(285,805)	5,118,955	6,221,968	(1,103,013)
Op Surplus/(Subsidy)	441,909	216,520	(225,389)	2,908,443	2,780,256	(128,187)
CapEx:						
Capital Labor	0	0	0	11,142	84,211	(73,069)
Construction Expenses	11,753	46,685	(34,932)	130,372	362,882	(232,510)
Capital Equipment	<u>0</u>	<u>16,891</u>	<u>(16,891)</u>	<u>422,189</u>	<u>452,980</u>	<u>(30,791)</u>
Total CapEx	11,753	63,576	(51,823)	563,703	900,073	(336,370)
Net Surplus/(Subsidy)	430,156	152,944	(277,212)	2,344,740	1,880,183	(464,557)

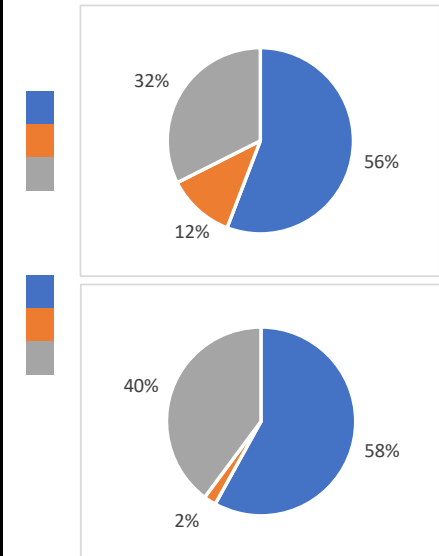


Cleveland Metroparks
 Financial Performance
 9/30/2022
 Golf Detail

	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)	
	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22
Operating Revenue	1,246,418	1,390,737	356,589	459,970	271,042	325,290	1,302,492	1,374,888	1,601,630	1,810,340
Operating Expenses	<u>869,178</u>	<u>1,011,833</u>	<u>232,319</u>	<u>236,858</u>	<u>173,327</u>	<u>204,198</u>	<u>745,091</u>	<u>885,505</u>	<u>1,083,674</u>	<u>1,287,608</u>
Operating Surplus/(Subsidy)	377,240	378,904	124,270	223,112	97,715	121,092	557,401	489,383	517,956	522,732
Capital Labor	0	0	0	38,710	0	0	0	16,758	0	8,098
Construction Expenses	92,802	77,606	0	36,409	0	0	4,184	150,637	5,110	42,665
Capital Equipment	<u>66,202</u>	<u>0</u>	<u>0</u>	<u>8,890</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>38,541</u>	<u>311,762</u>	<u>0</u>
Total Capital Expenditures	159,004	77,606	0	84,009	0	0	4,184	205,936	316,872	50,763
Net Surplus/(Subsidy)	218,236	301,298	124,270	139,103	97,715	121,092	553,217	283,447	201,084	471,969
	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Golf Admin		Total	
	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22
Operating Revenue	1,122,159	1,192,906	494,262	618,794	1,598,113	1,822,629	34,694	6,671	8,027,399	9,002,222
Operating Expenses	<u>622,769</u>	<u>772,508</u>	<u>322,156</u>	<u>398,680</u>	<u>823,343</u>	<u>1,009,359</u>	<u>247,097</u>	<u>415,418</u>	<u>5,118,955</u>	<u>6,221,967</u>
Operating Surplus/(Subsidy)	499,390	420,398	172,106	220,114	774,770	813,270	(212,403)	(408,747)	2,908,444	2,780,255
Capital Labor	0	0	0	7,669	0	12,976	11,142	0	11,142	84,211
Construction Expenses	8,816	7,757	0	0	0	47,807	19,460	0	130,372	362,881
Capital Equipment	<u>19,875</u>	<u>20,540</u>	<u>3,487</u>	<u>49,000</u>	<u>16,389</u>	<u>184,843</u>	<u>4,476</u>	<u>151,169</u>	<u>422,190</u>	<u>452,980</u>
Total Capital Expenditures	28,691	28,297	3,487	56,669	16,389	245,626	35,078	151,169	563,704	900,072
Net Surplus/(Subsidy)	470,699	392,101	168,619	163,445	758,381	567,644	(247,481)	(559,916)	2,344,740	1,880,183

**Cleveland Metroparks
Financial Performance
9/30/2022
Enterprise Summary**

	Actual September '21	Actual September '22	Fav (Unfav)	Actual YTD September '21	Actual YTD September '22	Fav (Unfav)
Revenue:						
Concessions	235,486	223,697	(11,789)	1,832,949	2,626,244	793,295
Dock Rentals	6,496	4,398	(2,098)	742,591	553,624	(188,967)
Other*	<u>119,059</u>	<u>165,106</u>	<u>46,047</u>	<u>998,562</u>	<u>1,525,218</u>	<u>526,656</u>
Total Revenue	361,041	393,201	32,160	3,574,102	4,705,086	1,130,984
OpEx:						
Salaries and Benefits	229,973	368,683	(138,710)	1,962,477	2,687,477	(725,000)
Contractual Services	10,783	5,751	5,032	50,471	97,009	(46,538)
Operations	<u>208,574</u>	<u>233,044</u>	<u>(24,470)</u>	<u>1,477,897</u>	<u>1,842,354</u>	<u>(364,457)</u>
Total OpEx	449,330	607,478	(158,148)	3,490,845	4,626,840	(1,135,995)
Op Surplus/(Subsidy)	(88,289)	(214,277)	(125,988)	83,257	78,246	(5,011)
CapEx:						
Capital Labor	0	742	(742)	0	883	(883)
Construction Expenses	11,261	7,610	3,651	13,065	47,863	(34,798)
Capital Equipment	<u>(12,500)</u>	<u>0</u>	<u>(12,500)</u>	<u>7,981</u>	<u>20,183</u>	<u>(12,202)</u>
Total CapEx	(1,239)	8,352	(9,591)	21,046	68,929	(47,883)
Net Surplus/(Subsidy)	(87,050)	(222,629)	(135,579)	62,211	9,317	(52,894)



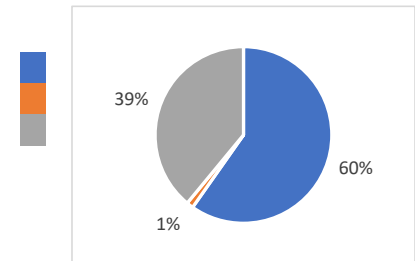
*Other includes Chalet fees, parking, hayrides, aquatics, gift cards, misc.

Cleveland Metroparks
Financial Performance
9/30/2022
Enterprise Detail

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant			
	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22		
Operating Revenue	660,444	1,251,339	313,851	433,439	851,082	768,256	525,271	438,557		
Operating Expenses	<u>825,183</u>	<u>1,413,627</u>	<u>208,687</u>	<u>322,346</u>	<u>371,155</u>	<u>418,493</u>	<u>453,687</u>	<u>390,654</u>		
Operating Surplus/(Subsidy)	(164,739)	(162,288)	105,164	111,093	479,927	349,763	71,584	47,903		
Capital Labor	0	883	0	0	0	0	0	0		
Construction Expenses	13,065	9,682	0	0	0	14,050	0	0		
Capital Equipment	<u>3,585</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(1,656)</u>	<u>7,697</u>		
Total Capital Expenditures	16,650	10,565	0	0	0	14,050	(1,656)	7,697		
Net Surplus/(Subsidy)	(181,389)	(172,853)	105,164	111,093	479,927	335,713	73,240	40,206		
	Wildwood		Euclid Beach		EmerNeck Marina		EmerNeck Restaurant			
	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22		
Operating Revenue	33,941	36,258	0	5,224	353,805	367,737	81,263	251,805		
Operating Expenses	<u>37,829</u>	<u>55,877</u>	<u>1,527</u>	<u>6,127</u>	<u>284,629</u>	<u>294,151</u>	<u>57,384</u>	<u>220,551</u>		
Operating Surplus/(Subsidy)	(3,888)	(19,619)	(1,527)	(903)	69,176	73,586	23,879	31,254		
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>3,882</u>	<u>0</u>		
Total Capital Expenditures	0	0	0	0	0	0	3,882	0		
Net Surplus/(Subsidy)	(3,888)	(19,619)	(1,527)	(903)	69,176	73,586	19,997	31,254		
	Edgewater Pier		Wallace Lake		Hinckley Lake		Huntington			
	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22		
Operating Revenue	47,844	36,222	29,886	29,406	0	9,850	296,892	318,726		
Operating Expenses	<u>41,651</u>	<u>32,944</u>	<u>34,158</u>	<u>32,919</u>	<u>646</u>	<u>11,751</u>	<u>232,057</u>	<u>229,956</u>		
Operating Surplus/(Subsidy)	6,193	3,278	(4,272)	(3,513)	(646)	(1,901)	64,835	88,770		
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>2,171</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Total Capital Expenditures	0	0	2,171	0	0	0	0	0		
Net Surplus/(Subsidy)	6,193	3,278	(6,443)	(3,513)	(646)	(1,901)	64,835	88,770		
	Chalet		Ledge Lake		Parking		Enterprise Admin		Total	
	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22	YTD September '21	YTD September '22
Operating Revenue	147,186	217,054	130,494	150,057	102,145	391,157	0	0	3,574,104	4,705,087
Operating Expenses	<u>156,441</u>	<u>172,340</u>	<u>96,682</u>	<u>146,032</u>	<u>13,373</u>	<u>22,636</u>	<u>675,757</u>	<u>856,437</u>	<u>3,490,846</u>	<u>4,626,841</u>
Operating Surplus/(Subsidy)	(9,255)	44,714	33,812	4,025	88,772	368,521	(675,757)	(856,437)	83,258	78,246
Capital Labor	0	0	0	0	0	0	0	0	0	883
Construction Expenses	0	0	0	0	0	0	0	24,131	13,065	47,863
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,486</u>	<u>7,982</u>	<u>20,183</u>
Total Capital Expenditures	0	0	0	0	0	0	0	36,617	21,047	68,929
Net Surplus/(Subsidy)	(9,255)	44,714	33,812	4,025	88,772	368,521	(675,757)	(893,054)	62,211	9,317

Cleveland Metroparks
 Financial Performance
 9/30/2022
 Nature Shops and Kiosks

	Actual September '21	Actual September '22	Fav (Unfav)	Actual YTD September '21	Actual YTD September '22	Fav (Unfav)
Retail Revenue	30,366	30,778	412	304,504	408,067	103,563
OpEx:						
Salaries and Benefits	22,011	45,119	(23,108)	174,348	289,312	(114,964)
Contractual Services	388	403	(15)	3,864	5,899	(2,035)
Operations	<u>15,477</u>	<u>18,608</u>	<u>(3,131)</u>	<u>111,686</u>	<u>188,964</u>	<u>(77,278)</u>
Total OpEx	37,876	64,130	(26,254)	289,898	484,175	(194,277)
Op Surplus/(Subsidy)	(7,510)	(33,352)	(25,842)	14,606	(76,108)	(90,714)
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>4,365</u>	<u>(4,365)</u>
Total CapEx	0	0	0	0	4,365	(4,365)
Net Surplus/(Subsidy)	(7,510)	(33,352)	(25,842)	14,606	(80,473)	(95,079)



**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED SEPTEMBER 2022**

ACCOUNTS RECEIVABLE

Current	Past Due				Total
	1-30 Days	30-60 Days	60-90 Days	Over 90 Days	
\$896,285	\$125,649	\$34,092	\$0	\$17,363	\$1,073,389

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
09/01/22	Fifth Third Securities	Money Market (A)	29	2.25%	09/30/22	\$6	\$3,310
09/01/22	STAR Ohio	State pool (B)	29	2.58%	09/30/22	\$115,450	\$55,512,364

(A) Federated Government Money Market Account.

Investment balance ranged from \$3,304 to \$3,310 in September 2022

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

Investment balance ranged from \$55,396,914 to \$55,512,364 in September 2022

Source: Wade Steen, Chief Finance Officer
10/03/22

**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
JOHN ORZEL**

WHEREAS, *John Orzel has served Cleveland Metroparks for more than 22 years; and,*

WHEREAS, *John Orzel has worked with Cleveland Metroparks as a Transport Driver with Zoo Guest Services; and,*

WHEREAS, *John Orzel committed his time and efforts to making the zoo an experience to never forget with his superb customer service and positive attitude; and,*

WHEREAS, *John Orzel showed dedication and support assisting with transportation for special events and training new staff; and,*

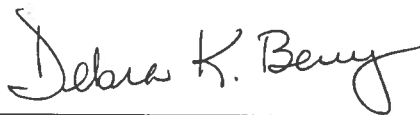
WHEREAS, *John Orzel went beyond the call of duty and looked for ways to enhance and build his skills by acquiring additional Commercial Drivers Licenses that were needed to transport guest around the park and to other reservations for meetings, tours, conferences, and other zoological parks; and,*

WHEREAS, *John Orzel loved to support the Zoo and volunteered for many years as the Santa during the December months for special events; and,*

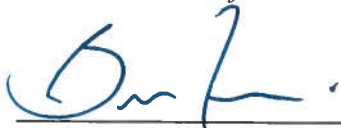
WHEREAS, *John Orzel's positivity, helpful and informative attitude was a staple for the overall culture and the kind of customer service that Cleveland Metroparks and the zoo thrive for; and,*

WHEREAS, *John has been an asset to Cleveland Metroparks. The products of his labor are 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 John Orzel and his years of service and dedication in serving the citizens of Greater Cleveland.*



Debra K. Berry
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



RESOLUTION RECOGNIZING THE RETIREMENT OF EDITH RICCHIUTO

WHEREAS, *Edith Ricchiuto has served Cleveland Metroparks for more than 17 years; and,*

WHEREAS, *Edith Ricchiuto has worked with Cleveland Metroparks as a Guest Services Manager with Zoo Guest Services, Manager of Training and Development and Director of Training and Development with Human Resources; and,*

WHEREAS, *Edith Ricchiuto was dedicated to the success of every new employee and embedding the culture that has been established for Cleveland Metroparks through her extensive training from guest services to full time and part time employees; and,*

WHEREAS, *Edith Ricchiuto showed her commitment to the culture of the Cleveland Metroparks by obtaining many certifications such as Influencer Training, Crucial Accountability and Conversation certification, Microsoft and Excel training, and obtained an Institute for Attractions Manager certificate; and,*

WHEREAS, *Edith Ricchiuto went beyond her call of duty by volunteering her time to assist with many events such as Crossroads, Boo at the Zoo, and other activities throughout her tenure; and,*

WHEREAS, *Edith Ricchiuto played a significant part of the arrival of the carousel that zoo patrons enjoy and love, and her determination to see the project through enhanced the quality of the zoo experience; and,*

WHEREAS, *Edith Ricchiuto work has been recognized by NorthCoast99 as Cleveland Metroparks received a specialty award in 2021 for the Onboarding process for new and promoted employees; and,*

WHEREAS, *Edith's contributions and willingness to dedicate time, effort, and resources to employees has been an asset to Cleveland Metroparks. The products of her labor are 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 Edith Ricchiuto and her years of service and dedication in serving the citizens of Greater Cleveland.*

Debra K. Berry

Debra K. Berry
President, Board of Park Commissioners

Brian M. Zimmerman

Brian M. Zimmerman
Chief Executive Office



**CLEVELAND METROPARKS
Appropriation Summary - 2022**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #10 10/20/2022	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 59,806,913	\$ -	\$ 59,806,913	\$ 139,698	\$ (34,330) A	\$ 59,912,281
52	Employee Fringe Benefits	19,059,340	397,108	19,456,448	331,164	-	19,787,612
53	Contractual Services	15,366,699	5,491,290	20,857,989	(84,900)	41,928 B	20,815,017
54	Office Operations	25,134,495	3,531,243	28,665,738	635,354	44,620 C	29,345,712
	Operating Subtotal	119,367,447	9,419,641	128,787,088	1,021,316	52,218	129,860,622
CAPITAL							
571	Capital Labor	800,000	-	800,000	-	-	800,000
572	Capital Construction Expenses	25,598,296	7,601,218	33,199,514	18,749,484	3,799,993 D	55,748,991
574	Capital Equipment	3,656,575	1,435,810	5,092,385	654,598	50,528 E	5,797,511
575	Zoo Animals	75,000	-	75,000	-	-	75,000
576	Land	2,078,500	39,800	2,118,300	-	-	2,118,300
	Capital Subtotal	32,208,371	9,076,828	41,285,199	19,404,082	3,850,521	64,539,802
TOTALS							
Grand totals		\$ 151,575,818	\$ 18,496,469	\$ 170,072,287	\$ 20,425,398	\$ 3,902,739	\$ 194,400,424

Appropriations 2022 - Legend - Amendment #10

OPERATING

51 SALARIES

- \$ (26,000) Transfer of appropriations from Seasonal Salaries to Other Contractual Services for landscaping work on Cliff Drive
Net budget effect is zero

- \$ 4,670 Transfer of appropriations from Janitorial Supplies & Enterprise Expenses to Seasonal Salary for Outdoor Recreation
Net budget effect is zero

- \$ 3,000 Transfer of appropriations from Program Supplies to Seasonal Salaries for Outdoor Experiences
Net budget effect is zero

- \$ (16,000) Transfer of appropriations from Seasonal Salary to Other Contractual Services for NOW Corps
Net budget effect is zero

A \$ (34,330) Total increase (decrease) to Salaries

53 CONTRACTUAL SERVICES

- \$ 26,000 Transfer of appropriations from Seasonal Salaries to Other Contractual Services for landscaping work on Cliff Drive
Net budget effect is zero

- \$ (1,000) Transfer of appropriations from Other Contractual Services to Property Maintenance Supplies for Huntington & Bradley needs
Net budget effect is zero

- \$ 2,378 Transfer of restricted fund appropriations from Program Supplies to Other Contractual Services for DEA initiatives
Net budget effect is zero

- \$ 16,000 Transfer of appropriations from Seasonal Salary to Other Contractual Services for NOW Corps
Net budget effect is zero

- \$ (650) Transfer of appropriations from Maintenance Service Contracts to Misc. Capital Equipment for CNC router for exhibits
Net budget effect is zero

- \$ (800) Transfer of appropriations from Maintenance Service Contracts to Exhibits for Gorge Loop trail signs
Net budget effect is zero

B \$ 41,928 Total increase (decrease) to Contractual Services

54 OFFICE OPERATIONS

- \$ 1,000 Transfer of appropriations from Other Contractual Services to Property Maintenance Supplies for Huntington & Bradley needs
Net budget effect is zero

- \$ 50,000 Increase in restricted fund appropriations for Animal Food for the Zoo
Appropriation increase will be covered by existing restricted funds

- \$ (17,606) Transfer of appropriations from Office Equipment Maintenance Services to Furniture & Technology Equipment for Finance workstation reconfiguration and computers.
Net budget effect is zero

- \$ (6,950) Transfer of appropriations from Janitorial Supplies & Enterprise Expenses to Seasonal Salary & Technology Equipment for Outdoor Recreation
Net budget effect is zero

- \$ (2,378) Transfer of restricted fund appropriations from Program Supplies to Other Contractual Services for DEA initiatives
Net budget effect is zero

- \$ 38,500 Increase in appropriations for Food for Resale, Spirits for Resale & Enterprise Expenses for Golf locations
Appropriation increase will be covered by increased sales revenues

- \$ 2,400 Increase in restricted fund appropriations for Property Maintenance Supplies for Golf improvements
Appropriation increase will be covered by existing restricted funds

- \$ (3,000) Transfer of appropriations from Program Supplies to Seasonal Salaries for Outdoor Experiences
Net budget effect is zero

Appropriations 2022 - Legend - Amendment #10

\$	(601)	Transfer of restricted fund appropriations from Property Maintenance Supplies to Capital Project Expenses for Brecksville Net budget effect is zero
\$	(17,545)	Transfer of appropriations from Program Supplies to AV Equipment & Misc. Capital Equipment for OE projects Net budget effect is zero
\$	800	Transfer of appropriations from Maintenance Service Contracts to Exhibits for Gorge Loop trail signs Net budget effect is zero

C	\$ 44,620	Total increase (decrease) to Office Operations
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\$ 52,218	TOTAL INCREASE (DECREASE) TO OPERATIONS
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CAPITAL

572 CAPITAL CONSTRUCTION EXPENSES

\$	1,666,000	Increase in restricted fund appropriations for capital contracts for the RF Primate Exhibit Appropriation increase will be covered by new restricted funds
\$	16,653	Transfer of appropriations from Office Equipment Maintenance Services to Furniture for Finance workstation reconfiguration. Net budget effect is zero
\$	50,000	Increase in restricted fund appropriations for Capital Project Expenses for Wargo Farms Tail Development Appropriation increase will be covered by new restricted funds
\$	125,000	Increase in restricted fund appropriations for Capital Project Expenses for the Mastick Road Connector Trail Appropriation increase will be covered by new restricted funds
\$	40,000	Increase for new grant appropriations for Capital Project Expenses for the Foster's Run Restoration Appropriation increase will be covered by new restricted funds
\$	601	Transfer of restricted fund appropriations from Property Maintenance Supplies to Capital Project Expenses for Brecksville Net budget effect is zero
\$	43,268	Increase in restricted fund appropriations for Capital Project Expenses for Brecksville Nature Center windows Appropriation will be covered by existing restricted funds
\$	646,800	Increase in restricted fund appropriations for Capital Project Expenses for Garfield Pond Appropriation increase will be covered by new restricted funds
\$	1,173,771	Increase in restricted fund appropriations for Capital Project Expenses for brownfield remediation Appropriation increase will be covered by new restricted funds
\$	32,000	Increase in restricted fund appropriations for Capital Project Expenses for Rhino Yard improvements Appropriation increase will be covered by new restricted funds
\$	(14,100)	Transfer of appropriations from Capital Project Equipment to Concession Equipment for Golf needs Net budget effect is zero
\$	20,000	Increase in restricted fund appropriations for Capital Project Expenses for Brecksville Nature Center windows Appropriation increase will be covered by existing restricted funds

D	\$ 3,799,993	Total increase (decrease) to Capital Construction Expenses
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574 CAPITAL EQUIPMENT

\$	953	Transfer of appropriations from Office Equipment Maintenance Services to Technology Equipment for Finance staff computers. Net budget effect is zero
\$	2,280	Transfer of appropriations from Enterprise Expenses to Technology Equipment for Outdoor Recreation Net budget effect is zero
\$	17,545	Transfer of appropriations from Program Supplies to AV Equipment & Misc. Capital Equipment for OE projects Net budget effect is zero

Appropriations 2022 - Legend - Amendment #10

\$ 14,100 Transfer of appropriations from Captial Project Equipment to Concession Equipment for Golf needs
Net budget effect is zero

\$ 650 Transfer of appropriations from Maintenance Service Contracts to Misc. Capital Equipment for CNC router for exhibits
Net budget effect is zero

\$ 15,000 Increase in restricted fund appropriations for AV Equipment for upgrade to Rocky River auditorium
Appropriation increase will be covered by existing restricted funds

E \$ 50,528 Total increase (decrease) to Capital Equipment

\$ 3,850,521 TOTAL INCREASE (DECREASE) TO CAPITAL

\$ 3,902,739 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT

**Cuyahoga County 2022-2027 All-Hazards Mitigation Plan
Municipal Adoption Resolution**

Resolution No. _____
Cleveland Metroparks, Cuyahoga County, Ohio

WHEREAS, *Cleveland Metroparks* is most vulnerable to natural and human-made hazards which may result in loss of life and property, economic hardship, and threats to public health and safety, and

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities, and

WHEREAS, *Cleveland Metroparks* acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds, and

WHEREAS, the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan has been developed by the Cuyahoga County Office of Emergency Management in cooperation with other county departments, and officials and citizens of *Cleveland Metroparks*, and

WHEREAS, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan, and

WHEREAS, the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural hazards that face the County and its municipal governments,

NOW THEREFORE BE IT RESOLVED by the governing body for *Cleveland Metroparks*:

- The Cuyahoga County 2022-2027 All-Hazards Mitigation Plan as approved and amended as required in the future is hereby adopted as the official Hazard Mitigation Plan of *Cleveland Metroparks* and
- The respective officials and agencies identified in the implementation strategy of the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

ADOPTED, this _____ day of _____, 2022

ATTEST:

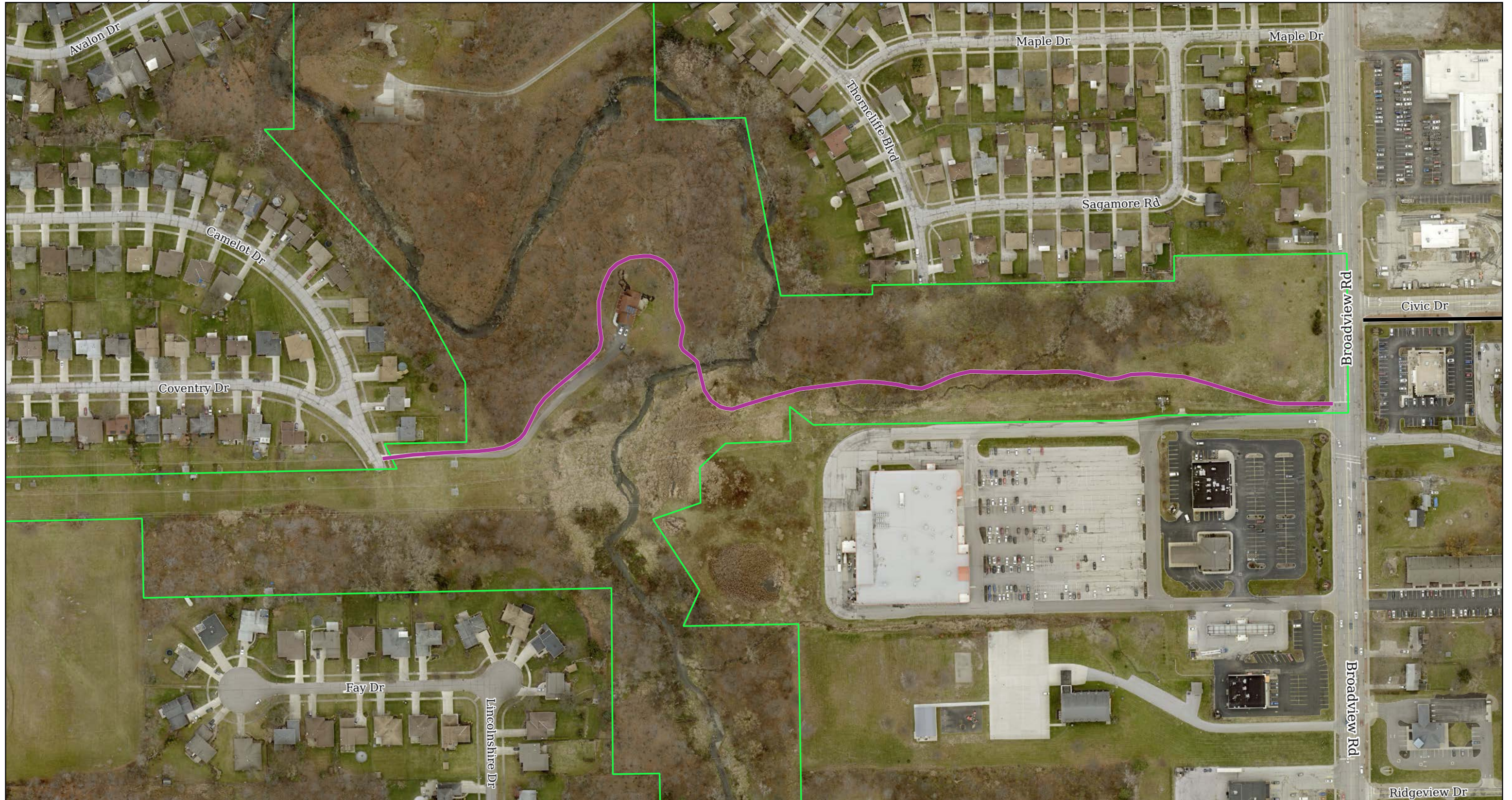
Cleveland Metroparks

Brian M. Zimmerman, Chief Executive Officer

By _____
Debra K. Berry, President

By _____
Dan T. Moore, Vice President

By _____
Bruce G. Rinker, Vice President



West Creek Greenway Broadview Connector

RESOLUTION NO. 22-10-142

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.

Direct Disbursement dated September 9, 2022 in the amount of \$2,734.12

Printed Checks dated September 9, 2022 in the amount of \$743,778.99

Wire Transfer dated September 16, 2022 in the amount of \$632,914.60

Printed Checks dated September 16, 2022 in the amount of \$2,295,407.29

Direct Disbursement dated September 23, 2022 in the amount of \$2,093.00

Wire Transfer dated September 23, 2022 in the amount of \$4,870.11

Printed Checks dated September 23, 2022 in the amount of \$976,206.45

Wire Transfer dated September 30, 2022 in the amount of \$610,164.68

Printed Checks dated September 30, 2022 in the amount of \$715,278.49

Printed Checks dated October 7, 2022 in the amount of \$568,198.08

Net Payroll dated August 14, 2022 to August 27, 2022 in the amount of \$1,590,005.06

Withholding Taxes in the amount of \$348,785.66

Net Payroll dated August 28, 2022 to September 10, 2022 in the amount of \$1,598,230.49

Withholding Taxes in the amount of \$363,189.10

Net Payroll dated September 11, 2022 to September 24, 2022 in the amount of \$1,521,679.56

Withholding Taxes in the amount of \$338,658.98

Bank Fees/ADP Fees in the amount of \$88,238.38

Cigna Payments in the amount of \$588,025.53

ACH Debits (First Energy; Sales Tax) in the amount of \$145,852.58

JP Morgan Mastercard/Mastercard Travel Card dated September 1, 2022 to September 30, 2022 in the amount of \$656,240.23

Total amount: \$13,790,551.38

PASSED: October 20, 2022

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION: That the Board of Park Commissioners approves **Resolution No. 22-10-142** listed above.