

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

JULY 27, 2017

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

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

APPROVAL OF MINUTES.

No. 17-07-104: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve the minutes from the Regular Meeting of July 6, 2017, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

Nays: None.

FINANCIAL REPORT.

Chief Financial Officer, Karen Fegan, presented a Comparative Summary of Revenues & Expenditures 2017 vs. 2016 Year-To-Date, for the Month Ended June 30, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **84129** to **84130** and they were filed for audit.

ACTION ITEMS.

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

Gary S. Baran, Park Manager

Gary Baran has served Cleveland Metroparks for more than 17 years, utilizing his knowledge, skills and abilities as a Manager Trainee and a Park Manager. He has used his knowledge and experience to manage parks, buildings, vehicles, budgets, capital projects, and facility rehabilitation throughout Ohio & Erie Canal, Washington Park, Bradley Woods, and Huntington reservations. Gary was instrumental in many improvements throughout the Park District including development of the Ohio & Erie Canal Phase II Towpath Trail expansion, initial stages of the Mill Creek connector trail, rehabilitation of the interior of the Huntington concession stands, improvements to the Lake Shelter, and played an integral role in supervising maintenance improvements as part of the successful effort to obtain Blue Wave Certification for Huntington Beach, the first beach certification of its kind in the State of Ohio. Gary has provided inspiration and work direction to others and assisted them in developing their own careers, skills and knowledge of processes and techniques. He has maintained positive working relationships with numerous volunteer and Eagle Scout groups, as well as Cleveland Metroparks affiliates such as Bay Arts, Huntington Playhouse, Lake Erie Nature & Science Center, and various city and county officials. Gary demonstrated a spirit of cooperation when he volunteered to assist with the CAPRA Standards process and Summer Magic events, served on the Position Evaluation Committee, supported the Park Pathways Intern Partnership whereby he attended youth workshops and worked with youth to develop work skills in partnership with Washington Park Horticulture School, and when he co-chaired the United Way and Charity Choice campaigns. Gary's dedication has been a valued asset to Cleveland Metroparks and the products of his labor are appreciated and will not be forgotten.

Mark T. Chase, Animal Keeper

Mark Chase has served Cleveland Metroparks for 30 years, using his knowledge, skills and abilities as an Animal Keeper. He has made valuable contributions and demonstrated diverse knowledge throughout his career which began as a Relief Keeper working with a variety of zoo animals. Mark was an opening team member at The RainForest working with the reptile collection; in Australia working with Tree Kangaroos; and in the Wilderness Trek area working with tigers, bears, camels, and reindeer, where he observed animal behavior as it related to compatibility, breeding and general health, and prepared countless daily reports related to animal health and welfare. Mark has further used his skills to educate the public during Meet the Keeper events, behind-the-scenes tours, and media activities which put the zoo in a positive light. He also served as a resource of knowledge and experience to his colleagues, and assisted with preparation and opening of the Rosebrough Tiger Passage exhibit, as well as with significant animal training accomplishments with the Zoo's bears. Mark has served Cleveland Metroparks through his dedication and commitment by providing animals with excellent care, exhibits,

ACTION ITEMS (cont.)

enrichment, and training for health and husbandry purposes. He demonstrated a spirit of cooperation and teamwork when he was responsible for incubation, hatching, and neonatal care of American Crocodile eggs, conditioned animals in preparation of transport, and with his consistent and reliable approach to daily tasks and projects. Mark has been a valued asset to Cleveland Metroparks Zoo and the products of his labor are appreciated and will forever serve generations of future Cleveland Metroparks Zoo visitors.

No. 17-07-105: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to recognize Gary S. Baran and Mark T. Chase for their years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolutions found on pages **84131** to **84132**.

Vote on the motion was as follows:

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

(b) 2017 Budget Adjustment No. 4
(Originating Sources: Karen Fegan, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

The following amendments are requested for Board approval:

CLEVELAND METROPARKS Appropriation Summary - 2017							
Object Code	Object Description	Original Budget			Total Prior Amendments	Proposed Amendment #4 07/27/17	Total Appropriations Including Amendments
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 48,822,530	\$ -	\$ 48,822,530	\$ (1,250)	\$ (2,895)	\$ 48,818,385
52	Employee Fringe Benefits	16,659,400	17,466	16,676,866	-	(988)	16,675,878
53	Contractual Services	13,128,629	667,064	13,795,693	35,805	118,267	13,949,765
54	Office Operations	22,707,607	1,676,108	24,383,715	282,704	535,221	25,201,640
	Operating Subtotal	101,318,166	2,360,638	103,678,804	317,259	649,605	104,645,668
CAPITAL							
572	Capital Materials	5,294,781	1,230,808	6,525,589	78,193	69,258	6,673,040
573	Capital Contracts	19,203,065	7,641,228	26,844,293	657,021	7,265,742	34,767,056
574	Capital Equipment	2,173,723	497,762	2,671,485	145,919	8,730	2,826,134
575	Zoo Animals	75,000	13,467	88,467	-	-	88,467
576	Land	1,200,000	24,043	1,224,043	246,500	-	1,470,543
	Capital Subtotal	27,946,569	9,407,308	37,353,877	1,127,633	7,343,730	45,825,240
TOTALS							
Grand totals		\$ 129,264,735	\$ 11,767,946	\$ 141,032,681	\$ 1,444,892	\$ 7,993,335	\$ 150,470,908

ACTION ITEMS (cont.)

An explanation of the adjustments, by category, can be found on pages **84133** to **84135**. The net effect of all adjustments is an increase of \$7,993,335.

No. 17-07-106: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve the 2017 Budget Adjustment No. 4 for a total increase of \$7,993,335 as delineated on pages **84133** to **84135**.

Vote on the motion was as follows:

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

Nays: None.

- (c) ***Contract Amendment - #6243-B: Red Panda/Snow Leopard Exhibit – Construction Manager At Risk – Construction Guaranteed Maximum Price 1 – Site Improvements (Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Christopher W. Kuhar, Ph.D., Zoo Executive Director/Andy Simons, Project Manager)***

Background

On February 16, 2016 the Board awarded a Guaranteed Maximum Price (GMP) Contract to The Albert M. Higley Co. (Higley), for construction manager (at risk) services for construction of the new Red Panda / Snow Leopard Exhibit. The exhibit, currently nearing design completion by Van Auken Akins Architects, LLC (VAA) through a contract approved by the Board on January 6, 2017, envisions a new state of the art exhibit on undeveloped lands at the western edge of the Zoo in Wilderness Trek to the southwest of Grin ‘n’ Bear Eats. Through the plan development process the project moniker has solidified as the “Asian Highlands” and also now includes Amur leopards in addition to snow leopards and red pandas.

At the time of the Board’s award of Higley’s original contract, only the preconstruction stage compensation was fixed at \$20,000. Per the contract, a Guaranteed Maximum Price for construction is then developed and brought back to the Board for approval. Furthermore, like most other major exhibit projects constructed within the Zoo, Cleveland Zoological Society will be providing significant funding for the project, the details of which will be outlined in an agreement under separate cover.

GMP Establishment

The Albert M. Higley Co. has submitted the first of two Guaranteed Maximum Price amendments which will be presented to the Board in a phased approach:

Guaranteed Maximum Price 1 (GMP 1) is as follows, and includes items related to the initial commencement of the project and sitework:

ACTION ITEMS (cont.)

<u>Bid Package</u>	<u>Bid Package Description</u>	<u>GMP Value</u>
1	Tree Clearing	\$9,765.00
2	Sitework	\$387,450.00
3	Drilled Piers	\$113,400.00
6	Fencing and Gates	\$43,155.00
23	Electrical	\$341,250.00
	Allowance: Stone Access Drive	\$60,000.00
	Allowance: Unsuitable Soils	\$50,000.00
Cost of the Work:		\$1,005,020.00
	General Conditions & Requirements (10.09%)	\$101,406.52
	Construction Contingency (3.5%)	\$35,175.70
	Subcontractor Bonds / Default Insurance (1.2%)	\$12,060.24
	CM Fee (3.0%)	\$30,150.60
GUARANTEED MAXIMUM PRICE (GMP 1):		\$1,183,813.06

GMP 1 is intended to be followed by Guaranteed Maximum Price Amendment 2 (GMP 2) at the upcoming August 17, 2017 Board meeting. GMP 2 will include the remaining scopes of work to construct the Red Panda/Snow Leopard Exhibit.

Construction Schedule

Higley’s construction schedule associated with the proposed GMP 1 anticipates a spring 2018 project delivery, barring any documented unseasonal weather. Cleveland Metroparks staff will monitor construction progress and provide updates to the Board.

No. 17-07-107:

It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price (GMP) contract with **The Albert M. Higley Co.**, for construction of the site improvements for the **Red Panda/Snow Leopard Exhibit, Cleveland Metroparks Zoo**, to reflect a GMP in the amount of **\$1,183,813.06**, in addition to the \$20,000 already awarded, for a revised contract amount of **\$1,203,813.06**. Form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)

- (d) *Amendment of Resolution #17-01-003 re: Appointment of Counsel*
Originating Source: Rosalina M. Fini, Chief Legal and Ethics Officer)

On January 6, 2017, in Board Resolution #17-01-003, the Board of Park Commissioners appointed various counsel pursuant to Article 5, Section 2(b) of the By-Laws. The need has arisen to appoint additional counsel to fill the role of providing prosecutorial services. Consequently, Request for Proposals #6291 was issued for legal services on July 3, 2017. A review of the proposals was conducted based upon the following categories: (1) Statement of Capability/Biographies; (2) Prior Work History; (3) Compensation/Billing Rate; and (4) Diversity and Inclusion.

No. 17-07-108: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the amendment of Resolution #17-01-003 to add the following firms listed below which are recommend by staff to provide criminal prosecution services at a rate of \$80.00 per hour:

1. Christina F. Londrico, Esq., LLC
2. Nicola, Gudbranson & Cooper, LLC

Vote on the motion was as follows:

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

AWARD OF BIDS:**No. 17-07-109:**

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

- (a) **Ohio Co-Op/National IPA Co-Op #6123:** Janitorial Cleaning Products and Programs (Cleaning, Sanitation, Air Care and Wastewater) (see page **84114**);
- (b) **Commodities Usage Report:**
 - **Co-Op #6195:** Various Paper Products throughout Cleveland Metroparks (see page **84115**);
- (c) **Bid #6287:** Various Paper Products and Trash Can Liners (see page **84116**);
- (d) **Sole Source #6294:** Eucalyptus Browse (see page **84117**);
- (e) **Sole Source #6295:** Various Meats (see page **84118**); and
- (f) **ODOT Co-Op #6296:** 2017-2018 Rock Salt (see page **84120**).

Vote on the motion was as follows:

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

Nays: None.

AWARD OF BIDS (cont.):

OHIO CO-OP AND NATIONAL IPA CO-OP #6123:

JANITORIAL CLEANING PRODUCTS AND PROGRAMS (Cleaning, Sanitation, Air Care, and Wastewater) for a 26-month period beginning October 1, 2015 through November 30, 2017

ORIGINAL ESTIMATE \$350,000

(90% = \$315,000)

The estimated encumbrance was based upon a one (1) year spend of janitorial cleaning products and programs (Cleaning, Sanitation, Air Care, and Wastewater). The quantity consumed surpassed expectations which ultimately increased the overall usage due to additions for self-operated facilities such as Emerald Necklace Marina, Beach House, etc. The requested commodity adjustment pays current invoices and anticipates remaining orders through November 30, 2017.

ORIGINAL AWARD (October 1, 2015)	\$350,000
Additional Consumption/Final "Close-out" Estimate	<u>75,000</u>
REVISED TOTAL AWARD:	\$425,000

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to amend Resolution No. 15-10-153 to accommodate usage in excess of the original estimate as follows:

No. 15-10-153: That the Board authorize a split award for the purchase of various janitorial cleaning products and programs, as specified in the above summary for OHIO AND NATIONAL IPA CO-OP #6123 to **W.W. Grainger and State Industrial Products** to be purchased on an "as needed" basis for a 26-month period, beginning October 1, 2015 through November 30, 2017 **for a total cost not to exceed \$350,000 \$425,000**, in full utilization of the National IPA contract number 141003 and State of Ohio contract number 800150.

Vote on the motion was as follows:

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

(See Approval of this Item by Resolution No. 17-07-109 on Page 84113)

AWARD OF BIDS (cont.):

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

CO-OP #6195 SUMMARY: **VARIOUS PAPER PRODUCTS THROUGHOUT CLEVELAND METROPARKS** for various locations throughout Cleveland Metroparks to be supplied on an “as needed” basis beginning May 17, 2016 through May 16, 2017.

ORIGINAL ESTIMATE: \$80,000 (90% = \$72,000)

The estimate was based upon previous consumption. The primary factors for the requested increase are additional consumption from new and existing concessions, marinas, and management centers. The requested commodity adjustment pays current invoices and anticipates remaining orders through that time.

ORIGINAL AWARD (May 12, 2016)	\$ 80,000
Additional Consumption/Final “Close-Out”	<u>20,100</u>
REVISED TOTAL AWARD:	\$100,100

RECOMMENDED ACTION:

That the Board authorize the amendment of Resolution No. 16-05-085 to accommodate usage in excess of the original estimate as follows:

No. 16-05-085: It was moved by Vice President Moore, seconded by Vice President Rinker and carried, to authorize the purchase of Various Paper Products throughout Cleveland Metroparks, as described and at the unit costs listed in of the State of Ohio Contract OT906013, Index Number GDC148 and ORC #125.04 as outlined in Cleveland Metroparks Co-Op Bid #6195 and maintained in the bid file, to be supplied on an “as needed” basis, from May 17, 2016 through May 16, 2017, from **Joshen Paper & Packaging**, for a **total cost not to exceed ~~\$80,000~~ \$100,100.00 for the 12-month contract period**, in full utilization of the Ohio Cooperative Purchasing Program. In the event the log of consumption approaches 90% of the estimate, an action item will presented to the Board requesting an increase.

Vote on the motion was as follows:

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

(See Approval of this Item by Resolution No. 17-07-109 on Page 84113)

AWARD OF BIDS (cont.):

BID #6287 SUMMARY: **VARIOUS PAPER PRODUCTS AND TRASH CAN LINERS THROUGHOUT CLEVELAND METROPARKS** for various locations throughout Cleveland Metroparks to be supplied on an “as needed” basis beginning August 1, 2017 through July 31, 2018, with a one year renewal option.

- - - - HIGHLIGHTS AT A GLANCE - - - -
Paper Products 2016-2017 Estimated Expenditure = \$100,100 Trash Can Liners 2016-2017 Estimated Expenditure = 33,000
2017-2018 Estimate (Includes Paper Products and Trash Can Liners) = \$133,000

Background

The Purchasing Department issued a combined bid for paper products and trash can liners to leverage the spend for both commodities. The bid included forty-three (43) paper products and fourteen (14) different trash can liners.

Bids were received from six (6) vendors with two “No Bid” responses. Joshen Paper & Packaging is the current supplier of paper products supplies throughout Cleveland Metroparks. The new contract term is for a one (1) year period beginning August 1, 2017 through July 31, 2018, with a one year renewal option.

Vendors responding to the bid were:

- Interboro Packaging
- Joshen Paper & Packaging
- All American Poly
- Central Poly-Bag
- WW Grainger
- WB Mason
- No Bid letters were received from Unipak and WasteZero

Interboro, All American Poly, and Central Poly-Bag bid only the trash can liners. Joshen Paper & Packaging, WW Grainger, and WB Mason bid both paper and trash can liners. The entire spreadsheet recording all bids and alternatives submitted is on file in the Procurement Office.

RECOMMENDED ACTION:

That the Board authorize the purchase of various paper products and trash can liners, as specified in the above summary for Bid #6287 on a split award basis to lowest and best bidders; Joshen Paper & Packaging and WB Mason to be purchased on an “as needed” basis for a one (1) year period, beginning August 1, 2017 through July 31, 2018 with a one year renewal option **for a total cost not to exceed \$133,000** per year.

AWARD OF BIDS (cont.):

SOLE SOURCE SUMMARY #6294: **EUCALYPTUS BROWSE** to be supplied for a two (2) year period beginning August 22, 2017 through August 21, 2019.

This sole source requires a split award to provide Eucalyptus Browse for the Cleveland Metroparks Zoo on an “as needed basis.” The dual award by Koala Browse of Boyton Beach, Florida and Australian Outback Plantation of Tonopah, Arizona assures Cleveland Metroparks is not reliant upon one producer if growing conditions prevent an adequate harvest. Weather conditions, disease and insect infestation of the eucalyptus varies between provider regions. Browse nutrition and leaf condition is also varied due to soil conditions, temperatures, season and amount of rainfall. Growing conditions affect the nutritional quality of the plant resulting in inconsistencies in the koalas’ consumption of the eucalyptus browse. Keepers are unable to determine or predict which leaves or species the animals will prefer on a day-to-day basis. Additionally, there is a difference in species of eucalyptus provided by each supplier. Australian Outback Plantation provides between 17 and 25 different species of eucalyptus weekly which provides variety in the koalas’ diet.

Currently, there are two (2) koalas in the Zoo’s collection: one male and one female. Shipping of eucalyptus browse (packed in ice as needed during warm months) is sent via Southwest Airlines. Koala Browse’ shipping costs are billed separately.

RECOMMENDED ACTION:

That the Board authorize Sole Source #6294, for a two year period beginning August 22, 2017 through August 21, 2019, **in an amount not to exceed \$115,000** including browse that is packed in ice from **Australian Outback Plantation** at a price of \$5.50/pound and \$4.00/pound (\$20.00/bundle) from **Koala Browse**.

(See Approval of this Item by Resolution No. 17-07-109 on Page 84113)

SOLE SOURCE #6295 SUMMARY:

VARIOUS MEATS for animals at Cleveland Metroparks Zoo, to be supplied "as needed" for a one-year period beginning August 11, 2017 through August 10, 2018.

- - - - <i>HIGHLIGHTS AT A GLANCE</i> - - - -
2016/2017 Expenditures = \$49,967.00
2017/2018 Estimate = \$80,000.00

A comparison between 2016/2017 and 2017/2018 reflects an increase in cost as follows:

Description	2016/2017 (Quote 2016-22)	2017/2018 (Sole Source 6295)	Price Increase
Horsemeat	\$2.39/lb.	\$2.44	2.09%
Feline Diet	\$2.075/lb.	\$2.125	2.40%
Canine Diet	\$2.10/lb.	\$2.15	2.38%
Raptor Diet	\$1.45/lb.	\$1.50	3.45%

Description	Estimated Quantity	Central Nebraska Unit prices	Central Nebraska Total
Horsemeat	9,000 lbs.	\$2.44/LB	\$21,960
Feline Diet	13,000 lbs.	\$2.125/LB	\$27,625
Canine Diet	7,500 lbs.	\$2.15/LB	\$16,125
Raptor Diet	2,000 lbs.	\$1.50/LB	\$3,000
Horse Shank Bones (New)	2,000 lbs.	\$1.53/LB	\$3,060
Horse Rib Bones (New)	1,000 lbs.	\$1.07/LB	\$1,070
Beef Femur Bones (New)	2,000 lbs.	\$1.07/LB	\$2,140
<i>Estimated usage 2017 through 2018</i>			\$74,980

The Director of Procurement has designated Central Nebraska Packing as a single source for product consistency in both nutritional guarantees and textures. Although different companies may have similar base ingredients there are differences in composition. These differences would require an extensive transition time for many species with no guarantees of success. Experimental usage of different companies in the past consistently delivered a product with lots of sinew due to the differences in the way Central Nebraska processed their meats. In short, testing of competitive product consistently produced the Central Nebraska product as superior.

As well, Central Nebraska Packing has a proven track record of product availability. Most of the park district's needs are horse meat based products. A couple of the other vendors have processing plants outside of the United States. As such, the regulations on processing horse meat are more strict to insure health and safety standards are being met.

For this request Cleveland Metroparks is seeking additional bone and meat on the bone products currently sourced from this and a few other small supply vendors. Those vendors have been irregular in their supply chain. Designating a single source will provide for more reliable scheduling and build ordering efficiencies.

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

That the Board authorize an award for the purchase of horsemeat, canine, feline and raptor diet (as specified in Sole Source #6295) from **Central Nebraska Packing, Inc.** to be supplied on an "as-needed" basis for a one-year period, beginning August 11, 2017 and extending through August 10, 2018, **for a total cost not to exceed \$74,980**, at the unit prices maintained in the bid file. In the event the log of consumption approaches 90 percent of the total estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 17-07-109 on Page 84113)

AWARD OF BIDS (cont.):

ODOT CO-OP #6296 SUMMARY: **2017/2018 ROCK SALT to be supplied on an “as needed” basis to various locations throughout Cleveland Metroparks**

----- <i>HIGHLIGHTS AT A GLANCE</i> -----
2016/2017 Expenditures = \$64,939.68
2017/2018 Estimate = \$64,064.00 <i>(estimate includes 10% overage or 2,200 tons; piling charge billed separately by delivery service)</i>

*Estimated purchase for 2017/2018 is 2,000 ton.
The estimate takes into consideration the current inventory of 2,807 tons plus the forecast of usage for 2017/2018.*

The Ohio Department of Transportation (ODOT) has approved Cleveland Metroparks participation in the ODOT (Contract 018-17) Cooperative Purchasing Program for Rock Salt. On July 10, 2017, ODOT notified Cleveland Metroparks that they awarded Cargill, Inc. the rock salt bid for participants in Cuyahoga County **at a cost of \$29.12 per ton** with a required minimum order of 25 tons dumped. The previous award’s cost was \$29.32 per ton reflecting a **decrease in cost of 1%** as compared to the 2016/2017 winter season cost. The Director of Procurement recommends utilization of the award to the ODOT secured vendor, Cargill, Inc.

Research confirms that other municipalities in surrounding counties cost per ton will vary as follows: \$26.77 (Lake County), \$27.11 (Geauga County), \$31.18 (Medina County), \$30.29 (Summit County), \$30.44 (Portage County), and \$30.55 (Lorain County).

Salt piling (mechanically blowing the salt into the sheds) is NOT part of ODOT’s award. Delivery service may be paid via credit card to the third party delivery service ±\$4.00/ton for such services.

Although Cleveland Metroparks salt sheds can hold 3,575 tons at capacity, 3,805 tons are actually currently in stock through use of temporary storage areas as a result of the mild winter and minimum obligations required by the state.

This action requests authorization for the purchase of up to 2,200 tons (includes 10% overage) of rock salt "as needed" based on the estimate for the 2017/2018 winter season at the cooperative bid price shown above. **Maximum inventory for 2017/2018 season is 6,005 (3,805 in storage plus 2,200 to purchase).**

Park District Historical Utilization:

Historical costs per ton/per season reflect the following for Cleveland Metroparks:

2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
\$43.53	\$44.84	\$45.59	\$34.02	\$29.40	\$51.22	\$52.89	\$29.32

AWARD OF BIDS (cont.):

Total previous utilization per season follows:

<u>Winter of</u>	<u>TONS OF SALT</u>
2007 – 2008	4,300 tons
2008 – 2009	3,800 tons
2009 – 2010	4,321 tons
2010 – 2011	3,892 tons
2011 – 2012	2,400 tons
2012 – 2013	1,863 tons
2013 – 2014	3,122 tons (included extra purchase of 530 tons due to needs beyond contract season).
2014 – 2015	3,960 tons
2015 – 2016	±3,315 (285 tons in storage with Cargill for 2016/2017 season)
2016 – 2017	2,812

Capacity in the salt sheds follows:

LOCATIONS

STOCKPILE CAPACITY/TONS (Max)

Euclid Reservation – 850 Metroparks Blvd., South Euclid 44121	300 tons
North Chagrin Reservation – 3037 SOM Center Road, Willoughby Hills 44094	300 tons
South Chagrin Reservation – 35059 Cannon Road, Bentleyville 44022.....	200 tons
Bedford Reservation – 14505 Button Road, Walton Hills 44146	100 tons
Garfield Reservation – 11410 Broadway Avenue, Garfield Heights 44125	100 tons
Brecksville Reservation – 9305 Brecksville Road, Brecksville 44141.....	300 tons
Hinckley Reservation – 2191 Parker Road, Hinckley 44233	225 tons
Mill Stream Run Reservation – 9484 Eastland Road, Strongsville 44149.....	800 tons
Rocky River Reservation – 4500 Valley Parkway, Fairview Park 44126.....	550 tons
Ohio Erie Canal Reservation – 4704 E. 49 th St, Cuyahoga Heights 44105.....	550 tons
Lakefront Reservation – 4851 N. Marginal Rd., Cleveland 44144	50 tons
Cleveland Metroparks Zoo – 4001 Fulton Parkway, Cleveland 44144.....	100 tons
	<i>TOTAL..... 3,575 tons</i>

RECOMMENDED ACTION:

That the Board authorize an award for participation in the ODOT Coop #6296 for the purchase of rock salt from the ODOT awarded supplier Cargill, Inc., at the price of \$29.12 per ton, for a total amount not to exceed **\$64,064** (includes 10% over 2,000 tons (or 2,200 tons)), as bid by the ODOT awarded vendor under the terms and conditions of Contract 018-18 of the Ohio Department of Transportation bid for Rock Salt for the 2017/2018 winter season, for a period beginning October 1, 2017 through April 30, 2018, in full utilization of the Ohio Department of Transportation Cooperative Purchasing Program. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 17-07-109 on Page 84113)

SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 07/27/17)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Ammunition for the Ranger Department.	Vance’s Law Enforcement	\$10,937.25	(2)
Office 365 Pro Plan Open Subscription.	Dell	\$11,762.40	(2)
Evaluation and design of aquatic projection system at Watership Steward Center.	Cleveland Institute of Art	\$15,000.00 <u>10,000.00</u> \$25,000.00	(7)
Engineering and design activities for Bonnie Park.	Enviroscience, Inc.	\$10,811.00	(3)
Mat service for a one year period beginning July 31, 2017.	Aramark	\$10,001.00	(7)
Printing of Pathfinder Maps.	Great Lakes Integrated	\$36,463.00 <u>975.00</u> \$37,438.00	(7)
Food fish (frozen) for zoo animals.	Atlantic/Pacific	\$22,073.00	(7)
Tracked skid-steer and auger for use at Lakefront Reservation.	Ohio CAT	\$11,506.00	(2)
Cattail removal from Acacia Northeast Pond.	Aqua Doc	\$13,610.00	(3)
Performance by the Michael Stanley Band for the Centennial Celebration.	Michael Stanley Performances	\$25,000.00	(3)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Audio Visual display at Centennial Fireworks.	Rock the House	\$40,000.00	(7)
Tent rental for Picnic in the Park.	Aable Rental Co.	\$25,049.03	(7)
Audio Visual display at Picnic in the Park.	Rock the House	\$38,425.50	(7)
Equipment (tables, chairs, etc.) for Picnic in the Park.	Event Source	\$34,014.26	(7)
Monitoring of earthwork and footing excavations at Brecksville Nature Center as identified through laboratory testing/gauging.	David Lewin Corp	\$ 4,800.00 <u>8,200.00</u> \$13,000.00	(7)
Revisions to the foundation system incorporating deep foundations with associated grade beams at the Zoo Hay Barn.	PSI, Inc.	\$ 9,960.00 <u>4,135.00</u> \$14,095.00	(1)

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

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

**CONSTRUCTION CHANGE ORDERS OR AMENDMENTS TO
PROFESSIONAL SERVICE CONTRACTS (07/27/17)**

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

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

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>
<u>Edgewater Audio Visual</u> Original = \$85,570.00 <u>Revised Contract Amount:</u> Change Order #1 Added \$2,303.38 Total revised to \$87,873.38	Audi visual enhancements for Edgewater Fireworks display.	Soundcom	(1)

PUBLIC COMMENTS.

Ms. Marty Leshner of Olmsted Township read from a prepared statement. Ms. Leshner's comments can be heard in their entirety by accessing the "About" section of Cleveland Metroparks website at <https://clevelandmetroparks.com/about/cleveland-metroparks-organization/boards-of-park-commissioners>.

INFORMATION/BRIEFING ITEMS/POLICY.

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

Joseph M. Lambert, Safety Manager

Joseph "Joe" Lambert is the Safety Manager for Cleveland Metroparks, a role he has held since February 2017. He previously had a very successful career with the U.S. Military having progressed from a deck hand aboard a Florida based ship, to being the Environmental Branch Chief at U.S. Coast Guard Base Alameda in Alameda, California. While with the U.S. Coast Guard, Joe managed the Environmental Program for an industry facility of over 2,000 personnel, 57 buildings, and several satellite units. He was responsible for maintaining all federal, state, and local hazardous waste generator permits, and managed multiple program areas including storm water pollution prevention, waste water, air quality, recycling, and hazard minimization. Joe holds a Bachelor of Arts in History from the University of Akron, and a Master of Science in Environmental Policy and Management from American Military University.

- b. ***First Reading: Sustainability Policy***
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal and Ethics Officer/Nancy Hughes, Sustainability Manager/Kristen Trolio, Grants Manager)

Achieving sustainability is paramount to fulfilling the Park District's mission of conservation, education and recreation. Cleveland Metroparks exists because of its ability to sustain quality recreational and educational opportunities for park patrons while conserving integral natural resources. To this end, Cleveland Metroparks' updated its Strategic Plan in 2015, continuing its emphasis on sustainability.

Additionally, the Commission for Accreditation of Park and Recreation Agencies (CAPRA) Standard 7.8 states:

The agency shall have an established policy on environmental sustainability that states the agency position on energy and resource conservation. The policy should address sustainable product purchasing; reduction and handling of waste; wise use and protection of land, air, water and wildlife; and sustainable design/construction of buildings and facilities.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

Accordingly, the Employee Conservation Opportunities (ECO) Team has drafted a Sustainability Policy “to provide deliberate direction on specific focus areas and planned activities to continually and successfully integrate sustainability into Cleveland Metroparks fabric to further enhance the central vision that conservation has played in Cleveland Metroparks history and mission.” Focus areas include:

1. Ecological stewardship of land, water, flora and fauna;
2. Water quality, conservation & stormwater management;
3. Energy efficiency and conservation;
4. Resource consumption & waste reduction;
5. Education & awareness;
6. Community resurgence; and
7. Trails and Open Spaces.

The Sustainability Policy also calls for the development of a Best Practices Guide and Action Plan to achieve the goals set forth in each focus areas. To guide this work, the ECO Team meets quarterly and more often as needed to move projects forward and continually improve our endeavors toward operating more sustainably.

Achieving sustainability is paramount to fulfilling the Park District’s mission of conservation, education and recreation. Cleveland Metroparks exists because of its ability to sustain quality recreational and educational opportunities for park patrons while conserving the natural resources citizens expect from the Park District. This Sustainability Policy is before the Board for its first reading in a public meeting pursuant to Article 1, Section 1(a) of the Board of Park Commissioner By-Laws.

The full Policy can be found at pages **84136** to **84141**.

c. *Centennial Moment: History of Golf in Cleveland Metroparks with Historical Interpreter Karen Lakus*

(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Sean E. McHugh, Executive Director of Golf Operations/Wendy Weirich, Director of Outdoor Experiences/Karen E. Lakus, Historical Interpreter/John S. Fiander, Golf Clubhouse Manager/Golf Pro)

Golf has been an important activity in Cleveland Metroparks since the first decade of the Park District. Little Met and Big Met were opened at Rocky River Reservation in 1925 and 1926 respectively. Historical Interpreter Karen Lakus will briefly highlight the courses, players and events that have made Cleveland Metroparks a leader in the golf industry in Northeast Ohio for almost a century.

AWARD OF BIDS; CONSTRUCTION CHANGE ORDERS; STATUS RE: CAPITAL PROJECTS.

The following were presented to the Board for award/acknowledgment: bid tabulations, as shown on pages **84113** through **84121**; \$10,000 to \$50,000 purchased items/services report, pages **84122** through **84123**; and construction change orders, page **84124**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 17-07-103: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages **84142** to **84274**.

Vote on the motion was as follows:

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

Nays: None.

COMMENTS FROM CHIEF EXECUTIVE OFFICER.

Chief Executive Officer, Brian M. Zimmerman, thanked the staff for its hard work and contribution in putting on an extremely successful Centennial Celebration. Mr. Zimmerman acknowledged the proclamations that were presented to Cleveland Metroparks by Mayor Frank G. Jackson on behalf of the City of Cleveland, and Mayor Brenda T. Bodnar on behalf of the Village of Mayfield.

Mr. Zimmerman also acknowledged the recent passing of Patty Russo and expressed his sincere condolences to the Honorable Judge Anthony J. Russo and the entire Russo family.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, August 17, 2017, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT.

No. 17-07-110: There being no further matters to come before the Board, upon motion by Vice President Moore, seconded by Vice President Berry, and carried, President Rinker adjourned the meeting at 8:57 a.m.

Vote on the motion was as follows:

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

Nays: None.

President.

Attest:

Secretary.

**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED JUNE 30, 2017**

ACCOUNTS RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$483,539	\$642,266	\$36,879	\$16,762	\$1,179,446

RANGER/COURT FINES RECEIVABLE

Total
\$37,386

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
05/31/17	PNC Bank	Money Market (A)	30	0.20%	06/30/17	\$2,386	\$9,918,625
05/31/17	Fifth Third Securities	Money Market (B)	30	0.82%	06/30/17	\$336	\$602,963
Various	Fifth Third Securities	Certificates of Deposit (C)	30	Various	Various	\$955	\$4,000,000
05/31/17	STAR Ohio	State pool (D)	30	1.07%	06/30/17	\$6,184	\$7,097,488
05/31/17	STAR Plus	State pool (F)	30	0.65%	06/30/17	\$1,152	\$2,157,539

(A) Government Performance Money Market Account.

Investment balance ranged from \$17,916,239 to \$9,918,625 in June.

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

Investment balance varied between \$601,671 to \$602,963 in June.

(C) Brokered Certificates of Deposit.

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

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

Investment balance ranged from \$7,091,303 to \$7,097,488 in June.

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

Investment balance ranged from \$2,156,387 to \$2,157,539 in June.

CLEVELAND METROPARKS
Comparative Summary of Revenues and Expenditures
June 2017

	2017 Annual Budget	2017 Prorated Budget	2017 Y-T-D Actual	Y-T-D Actual Compared to Prorated Budget
Revenues:				
Property Tax	\$ 74,225,000	\$ 40,876,095	\$ 40,744,753	\$ (131,342)
Local Governmental, Donations, Gifts & Grants	20,918,983	11,300,449	3,803,255	(7,497,194)
Interest Income	225,000	99,454	107,919	8,465
Charges for Services	26,005,611	10,540,950	10,504,055	(36,895)
Damages & Fines	132,415	66,208	43,973	(22,235)
Self Funded	10,411,000	5,838,816	4,264,650	(1,574,166)
Total Revenues	131,918,009	68,721,972	59,468,605	(9,253,367)
Expenditures:				
Operating:				
Salaries & Fringe Benefits	65,476,797	29,196,504	30,874,644	(1,678,140)
Contractual Services	3,082,817	1,508,842	2,015,063	(506,221)
Self-Funded	10,081,818	4,407,303	3,337,856	1,069,447
Operations	23,000,779	11,257,408	8,734,893	2,522,515
Total Operating Expenditures	101,642,211	46,370,057	44,962,456	1,407,601
Operating Results	\$ 30,275,798	\$ 22,351,915	\$ 14,506,149	\$ (7,845,766)
Capital:				
Capital Material	5,393,325	2,600,202	917,546	1,682,656
Capital Contracts	27,151,443	10,556,216	3,362,100	7,194,116
Capital Equipment	2,327,314	1,176,670	1,233,432	(56,762)
Animal Acquisition	75,000	39,367.57	15,075	24,293
Land Acquisition	1,446,500	632,342.74	616,043	16,300
Total Capital Expenditures	\$ 36,393,582	\$ 15,004,798	\$ 6,144,196	\$ 8,860,602

RESOLUTION RECOGNIZING THE RETIREMENT OF GARY S. BARAN

WHEREAS, *Gary S. Baran has served Cleveland Metroparks for more than 17 years; and,*

WHEREAS, *Gary S. Baran has devoted these years of service utilizing his knowledge, skills and abilities as a Manager Trainee and a Park Manager; and,*

WHEREAS, *Gary S. Baran has used his knowledge and experience to manage parks, buildings, vehicles, budgets, capital projects, and facility rehabilitation throughout Ohio & Erie Canal, Washington Park, Bradley Woods, and Huntington reservations; and,*

WHEREAS, *Gary S. Baran was instrumental in many improvements throughout the Park District including development of the Ohio & Erie Canal Phase II Towpath Trail expansion, initial stages of the Mill Creek connector trail, rehabilitation of the interior of the Huntington concession stands, improvements to the Lake Shelter, and played an integral role in supervising maintenance improvements as part of the successful effort to obtain Blue Wave Certification for Huntington Beach, the first beach certification of its kind in the State of Ohio; and,*

WHEREAS, *Gary S. Baran has provided inspiration and work direction to others and assisted them in developing their own careers, skills and knowledge of processes and techniques; and,*

WHEREAS, *Gary S. Baran has maintained positive working relationships with numerous volunteer and Eagle Scout groups and Cleveland Metroparks affiliates such as Bay Arts, Huntington Playhouse, Lake Erie Nature & Science Center, and with various city and county officials; and,*

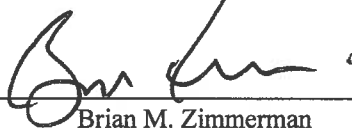
WHEREAS, *Gary S. Baran has demonstrated a spirit of cooperation when he volunteered to assist with the CAPRA Standards process and Summer Magic events, served on the Position Evaluation Committee, supported the Park Pathways Intern Partnership whereby he attended youth workshops and worked with youth to develop work skills in partnership with Washington Park Horticulture School, and when he co-chaired the United Way and Charity Choice campaigns; and,*

WHEREAS, *Gary S. Baran's dedication has been a valued asset to Cleveland Metroparks. The products of his labor are appreciated and will not be forgotten.*

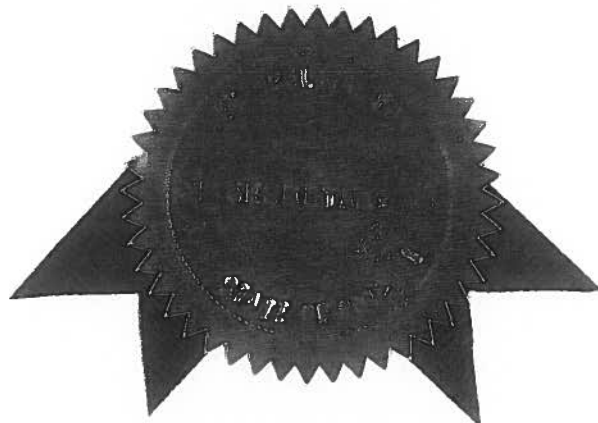
NOW, THEREFORE, BE IT RESOLVED, *that the Board of Park Commissioners of Cleveland Metroparks expresses its sincere appreciation to Gary S. Baran for his years of service and dedication in serving the citizens of Greater Cleveland.*



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
MARK T. CHASE**

WHEREAS, *Mark T. Chase has served Cleveland Metroparks for 30 years; and,*

WHEREAS, *Mark T. Chase has devoted these years of service utilizing his knowledge, skills and abilities as an Animal Keeper; and,*

WHEREAS, *Mark T. Chase has made valuable contributions and demonstrated diverse knowledge throughout his career during which time he began his career as a Relief Keeper working with a variety of zoo animals, was an opening team member at The RainForest working with the reptile collection, in Australia working with Tree Kangaroos, and in the Wilderness Trek area working with tigers, bears, camels, and reindeer, where he observed animal behavior as it related to compatibility, breeding and general health, and prepared countless daily reports related to animal health and welfare; and,*

WHEREAS, *Mark T. Chase has used his skills to educate the public during Meet the Keeper events, behind-the-scenes tours, and media activities which put the zoo in a positive light, and served as a resource of knowledge and experience to his colleagues; and,*

WHEREAS, *Mark T. Chase assisted with preparation and opening of the Rosebrough Tiger Passage exhibit, and with significant animal training accomplishments with the zoo's bears; and,*

WHEREAS, *Mark T. Chase has served Cleveland Metroparks through his dedication and commitment by providing animals with excellent care, exhibits, enrichment, and training for health and husbandry purposes; and,*

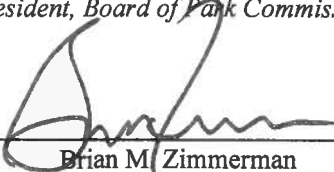
WHEREAS, *Mark T. Chase demonstrated a spirit of cooperation and teamwork when he was responsible for incubation, hatching, and neonatal care of American Crocodile eggs, conditioned animals in preparation of transport, and with his consistent and reliable approach to daily tasks and projects; and,*

WHEREAS, *Mark T. Chase has been a valued asset to Cleveland Metroparks Zoo. The products of his labor are appreciated and will forever serve generations of future Cleveland Metroparks Zoo visitors.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



CLEVELAND METROPARKS Appropriation Summary - 2017							
Object Code	Object Description	Original Budget			Total Prior Amendments	Proposed Amendment #4 07/27/17	Total Appropriations Including Amendments
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 48,822,530	\$ -	\$ 48,822,530	\$ (1,250)	\$ (2,895)	A \$ 48,818,385
52	Employee Fringe Benefits	16,659,400	17,466	16,676,866	-	(988)	B 16,675,878
53	Contractual Services	13,128,629	667,064	13,795,693	35,805	118,267	C 13,949,765
54	Office Operations	22,707,607	1,676,108	24,383,715	282,704	535,221	D 25,201,640
	Operating Subtotal	101,318,166	2,360,638	103,678,804	317,259	649,605	104,645,668
CAPITAL							
572	Capital Materials	5,294,781	1,230,808	6,525,589	78,193	69,258	E 6,673,040
573	Capital Contracts	19,203,065	7,641,228	26,844,293	657,021	7,265,742	F 34,767,056
574	Capital Equipment	2,173,723	497,762	2,671,485	145,919	8,730	G 2,826,134
575	Zoo Animals	75,000	13,467	88,467	-	-	88,467
576	Land	1,200,000	24,043	1,224,043	246,500	-	1,470,543
	Capital Subtotal	27,946,569	9,407,308	37,353,877	1,127,633	7,343,730	45,825,240
TOTALS							
Grand totals		\$ 129,264,735	\$ 11,767,946	\$ 141,032,681	\$ 1,444,892	\$ 7,993,335	\$ 150,470,908

CLEVELAND METROPARKS
Appropriations 2017 - Legend - Amendment #4

OPERATING

51 SALARIES

\$ 2,605 Increase in appropriations for Ranger overtime for UH Safe Kids Traffic Enforcement Program.
 Reimbursements to be received from UH.

(5,500) Transfer of appropriations to Office Operations for supplies related to urban wildlife monitoring.
 Net budget effect zero.

A \$ (2,895) Total increase (decrease) to Salaries

52 Employee Fringe Benefits

\$ (988) Transfer of appropriations to Office Operations for supplies related to urban wildlife monitoring.
 Net budget effect zero.

B \$ (988) Total increase (decrease) to Salaries

53 CONTRACTUAL SERVICES

\$ 118,267 Transfer of appropriations between Contractual Services and Office Operations.
 Net budget effect of zero.

C \$ 118,267 Total increase (decrease) to Contractual Services

54 OFFICE OPERATIONS

\$ 6,000 Increase in appropriations for monarch habitat creation.
 New donation from Cargill.

2,000 Increase in appropriations for program supplies for centennial celebration.
 Donation received.

4,000 Increase in appropriation for Day in the Life event.
 Donation received.

(118,267) Transfer of appropriations between Office Operations and Contractual Services.
 Net budget effect of zero.

6,488 Transfer of appropriations from Salaries and Employee Fringe Benefits for supplies related to urban wildlife monitoring.
 Net budget effect of zero.

35,000 Increase in appropriations due to exceeded sponsorship revenue.
 Increased sponsorship received.

600,000 Increase in appropriations for operations of Edgewater Beach House.
 Increased revenue to cover additional charges.

D \$ 535,221 Total increase (decrease) to Office Operations

\$ 649,605 TOTAL INCREASE (DECREASE) TO OPERATING

CLEVELAND METROPARKS

Appropriations 2017 - Legend - Amendment #4

CAPITAL

572 CAPITAL MATERIALS

- \$ 34,258 Transfer of appropriations from Capital Contracts for various projects.
Net budget effect of zero.
- 3,000 Increase in appropriations for Fort Hill Stairs.
New donations received.
- 10,000 Increase in appropriations for shade structure for giraffe sculpture.
New donations received from CZS.
- 22,000 Increase in appropriations for AB Williams Memorial Woods improvements.
New grants from private foundations (Bokom Foundation (Glenmede) and O'Neill Brothers Foundation).

E \$ 69,258 Total increase (decrease) to Capital Materials

573 CAPITAL CONTRACTS

- \$ (34,258) Transfer of appropriations to Capital Materials for various projects.
Net budget effect of zero.
- 3,100,000 Increase in appropriations for Whiskey Island Connector.
Funds will be received from TIGER and Clean Ohio Trails Fund (COTF) grants.
- 4,000,000 Increase in appropriations for Redline Greenway.
Funds will be received from TIGER grant.
- 200,000 Increase in appropriations for Edgewater Beach House.
Funds received from Emerald Necklace Endowment Fund.

F \$ 7,265,742 Total increase (decrease) to Capital Contracts

574 CAPITAL EQUIPMENT

- \$ 8,730 Increase in appropriations for equipment.
Funds received from 2016 auction proceeds.

G \$ 8,730 Total increase (decrease) to Capital Equipment

\$ 7,343,730 TOTAL INCREASE (DECREASE) TO CAPITAL

\$ 7,993,335 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT

**BOARD OF PARK COMMISSIONERS OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
POLICY STATEMENT**

SUBJECT: Sustainability Policy

EFFECTIVE DATE:

I. PURPOSE:

Cleveland Metroparks contributes enduring value to Cleveland and northeast Ohio communities by conserving natural resources and providing recreation and education to over 17 million visitors annually. The Park District protects over 23,200 acres of forests, streams, and other natural areas, including nearly four miles of Lake Erie shoreline. Parks, open space, trails, and other aspects of natural capital provide quantifiable benefits to community health and resilience. This policy outlines Cleveland Metroparks role as a community leader in sustainability in mission-related activities as well as daily operational practices.

While serving as the Chief Engineer of Parks for the City of Cleveland in 1909, William A. Stinchcomb proclaimed, “[t]he importance of conserving our natural resources is now well recognized. Can not it be truly said that these natural wild beautiful valleys and glens which lie adjacent to our rapidly growing urban centers are a kind of ‘natural resource’ of ever increasing value to the public?” Stinchcomb’s vision was realized with the passage of Ohio law allowing for the creation of the Board of Park Commissioners of the Cleveland Metropolitan Park District (Cleveland Metroparks) on July 23, 1917. The goal of “conserving our natural resources” has played a central role in the Park District’s 100-year history.

To further our founder’s vision, Cleveland Metroparks remains committed to the stewardship of the environment, our community, and the workplace through the implementation of sustainable practices that preserve natural and economic resources, reduce consumption and waste, reduce the carbon footprint, and promote green practices in our facilities and programs. Environmental stewardship includes the direct protection, management, and restoration of lands, waters, and dynamic processes that sustain our planet. Sustainability efforts shall increase the value or longevity of services while reducing reliance on resources and the negative effect on health and the environment. Environmental sustainability can be further defined as: conducting business in a way that provides the right for future generations to have the same or better quality of life as we have today.

The goal of Cleveland Metroparks is to lead and implement meaningful sustainability initiatives. Cleveland Metroparks 2020: The Emerald Necklace Centennial Plan, completed in fall 2012, builds the Park District’s vision around the “triple bottom line” of sustainability - People, Planet, Profit [Fiscal Responsibility] - by stating, “Cleveland Metroparks will be the national leader for sustainable green infrastructure¹ that provides essential environmental, economic, and community benefits for people in its core service area, the surrounding region, and the global

¹ Green infrastructure is the network of parks, greenways, trees, wetlands, and other resources that provide essential environmental, economic, and community benefits and ecosystem services. It includes engineered systems designed to mimic the function of natural systems.

**BOARD OF PARK COMMISSIONERS OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
POLICY STATEMENT**

SUBJECT: Sustainability Policy

EFFECTIVE DATE:

reach of the Cleveland Metroparks and the Zoo.” Additionally, the plan makes a “sustainability statement” for each of these areas:

Environmental Sustainability

“Manage operations, maintenance, and facility development to reduce environmental footprint and improve ecological functions.”

Financial Sustainability

“Maintain long-term fiscal strength in order to carry out Cleveland Metroparks mission while reducing dependence on taxes.”

Social Sustainability

“Foster an organizational culture that maximizes the relevance and benefits of Cleveland Metroparks for its users and greater community.”

The 2020 Plan compels Cleveland Metroparks to examine all operations through these lenses to improve the “triple bottom line” and carry out the Park District’s vision with integrity. Further, Strategic Plan Goal 5.4 calls for the development of an environmental sustainability policy related to energy and resource conservation practices.

Demonstrating the significant role Cleveland Metroparks plays in conservation and sustainability, the 2013 Trust for Public Land study entitled, “Economic Benefits of Cleveland Metroparks,” concluded that the Park District returns \$855 million to the community annually as a result of an investment in natural capital. Benefits accrue from multiple aspects of the park, including:

- Trees and shrubs in Cleveland Metroparks trails and parks remove air pollutants that endanger human health and damage structures and reduce pollution control costs in Cuyahoga County and Hinckley Township by \$14.4 million per year.
- Cleveland Metroparks reduces stormwater management costs by \$5.12 million annually by capturing precipitation, slowing its runoff, and reducing the amount of stormwater that enters the stormwater system.
- Cuyahoga County’s trails and parks are cited by tourists as a reason for their visit to the area, accounting for 11% of annual tourism spending. The 2013 study

Furthermore, the bike and pedestrian trails throughout the park system reduce vehicle use and emissions while providing health benefits to users.

presents the spectrum of benefits provided by vibrant parks, open space, and trails and their crucial role in today’s resilient cities.

**BOARD OF PARK COMMISSIONERS OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
POLICY STATEMENT**

SUBJECT: Sustainability Policy

EFFECTIVE DATE:

The purpose of this Sustainability Policy is to provide deliberate direction on specific focus areas and planned activities to continually and successfully integrate sustainability into Cleveland Metroparks fabric to further enhance the central vision that conservation has played in Park District's history and mission.

II. POLICY

- A. **Focus Areas and Goals:** Cleveland Metroparks staff shall develop strategies and adopt a Best Practices Guide to advance the following goals in specific areas related to sustainability, conservation and community resilience within the context of the Strategic Plan:
1. Ecological Stewardship of Land, Water, Flora, and Fauna (Protection)
 - a. Acquire and strategically manage land to preserve green space, to increase tree canopy that supports air quality, to improve water quality by preserving and restoring wetlands and headwater streams, and to conserve habitat for plants and wildlife.
 - b. Engage in zoological and natural resource conservation activities to promote a "Future for Wildlife" domestically and internationally.
 - c. Assist community members' ability to increase their "green handprint" by providing opportunities for collaboration in land acquisition and management.
 - d. Plant native and regionally appropriate species and control and manage invasive species.
 2. Water Quality, Conservation, & Storm Water Management (Protection)
 - a. Determine and implement strategies to reduce water usage and improve water quality in buildings and operations.
 - b. Implement structural Best Management Practices (BMPs) to capture and treat stormwater on site.
 - c. Protect and restore watersheds.
 3. Energy Efficiency and Conservation (Organizational Sustainability)
 - a. Identify and adopt green building and site development standards, including energy efficiency in capital and renovation projects.
 - b. Reduce reliance and continually evaluate fuels and overall carbon footprint and/or greenhouse gas emissions.
 - c. Include lean practices in all maintenance and operations functions.
 - d. Consider life-cycle costs of facilities, including building materials and systems and maintain fiscal responsibility over Cleveland Metroparks assets.

**BOARD OF PARK COMMISSIONERS OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
POLICY STATEMENT**

SUBJECT: Sustainability Policy

EFFECTIVE DATE:

4. Resource Consumption & Waste Reduction (Organizational Sustainability)
 - a. Become a model of sustainable waste management by following EPA Waste Hierarchy of “reduce, reuse, recycle-compost” by promoting good practices among staff, visitors, and the community.
 - b. Incorporate sustainable purchasing guidelines to secure economies of scale, utilize local vendors, and promote sustainable product and service offerings by vendors.

 5. Education and Awareness (Engagement formally Come Out and Play)
 - a. Ensure that Cleveland Metroparks employees understand and work towards sustainability in their everyday tasks.
 - b. Spread knowledge of sustainable actions individuals can take through educational programming, interpretive materials, and partnerships with outside organizations.

 6. Community Resurgence (Relevancy)
 - a. Work with public and private entities and community advocates to improve equitable access to parks and trails.
 - b. Prioritize resource protection, park development, and trail connections in areas that are currently underserved by Cleveland Metroparks.
 - c. Serve as a model for utilization of green infrastructure investment as a strategy for effective park development, and work with partner jurisdictions to develop and adopt model codes related to resource protection and resilience.
 - d. Continue to document the impact Cleveland Metroparks has on the health and resilience of Cuyahoga County and Hinckley Township in Medina County.

 7. Trails and Open Space (Connections)
 - a. Continue efforts to connect neighborhoods to parks with trails and transit to encourage non-motorized access.
 - b. Continue to work with partners on the local, county, and regional level to promote trail and greenspace connectivity to optimize health, transportation, environmental, and tourism benefits.
- B. **ECO Team and Best Practices Guide and Action Plan:** Cleveland Metroparks Chief Executive Officer (CEO), in consultation with Department Chiefs, shall appoint an employee representative of each Department to serve on the Cleveland Metroparks Employee Conservation Opportunities Team (ECO Team).

**BOARD OF PARK COMMISSIONERS OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
POLICY STATEMENT**

SUBJECT: Sustainability Policy

EFFECTIVE DATE:

1. The ECO Team shall develop a Best Practices Guide and lead the development of an Action Plan to accomplish the above-delineated goals in the respective focus areas to be approved by the CEO.
 - a. It is recognized that certifications or standards identified in the Best Practices Guide may evolve over time warranting regular updating of this Guide.
2. The ECO Team shall study and make recommendations to the CEO regarding the methodology to measure progress on each goal.
3. In formulating the Best Practices Guide and leading the development of the Action Plan, the ECO Team shall consider the following factors and encourage innovation:
 - a. The prudent use of public dollars;
 - b. The availability of green materials/services;
 - c. The ability to maintain or improve existing service levels and safety; and
 - d. The ability to safeguard the integrity of natural and built facilities/structures, including concerns for historic preservation.
4. Each ECO Team member shall serve as the departmental liaison, will be known as a “Sustainability Coordinator”, and will be the point of contact and clearinghouse for all sustainability-related issues related to this Policy for that department.
 - a. The departmental Sustainability Coordinator along with the Department Chief shall communicate and monitor all applicable Best Practices Guide and Action Plan items to all staff within that department.

C. Compliance with Policy, Best Practices Guide, and Action Plan:

1. All commissioners, employees, officers, volunteers, affiliates, vendors, contractors, and any individual or entity acting on behalf of Cleveland Metroparks shall comply with this Policy, Best Practice Guide and Action Plan.
2. The ECO Team members will undertake a leadership role in formulating the Best Practice Guide and Action Plan with input from appropriate staff; however, the success of Cleveland Metroparks’ sustainability efforts depend upon the appropriate dedication of resources and the efforts and compliance of all commissioners, employees, officers, volunteers, affiliates, vendors, contractors, and any individual or entity acting on behalf of Cleveland Metroparks.

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EFFECTIVE DATE:

- 3. The ECO Team will coordinate training necessary to advance the Best Practice Guide and Action Plan.

References:

Replaces and Supersedes: n/a

Approved:

Chief Executive Officer-Secretary

Board President

Approval Date

Review Date

DRAFT

JULY 27, 2017

84142-84274

RESOLUTION NO. 17-07-103

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

Attest: _____

Chief Financial Officer

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

Checks dated June 30, 2017 in the amount of \$1,459,852.23

Checks dated July 7, 2017 in the amount of \$981,572.94

Checks dated July 14, 2017 in the amount of \$2,345,547.89

Checks dated July 20, 2017 in the amount of \$28,088.43

Net Payroll dated May 14, 2017 to May 27, 2017 in the amount of \$1,351,247.44

Withholding Taxes in the amount of \$330,792.80

Net Payroll dated May 28, 2017 to June 10, 2017 in the amount of \$1,457,233.76

Withholding Taxes in the amount of \$351,000.66

Net Payroll dated June 11, 2017 to June 24, 2017 in the amount of \$1,544,049.33

Withholding Taxes in the amount of \$371,387.11

Bank Fees/ADP Fees in the amount of \$44,028.61

ACH Debits (FirstEnergy; Sales Tax) in the amount of \$239,526.47

Visa/Travel Purchasing Card dated June 25, 2017 to July 15, 2017 in the amount of \$261,868.24

Total amount: \$10,766,195.91

PASSED: July 27, 2017

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 17-07-103** listed above.