

MINUTES OF THE
BOARD OF PARK COMMISSIONERS
OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
APRIL 16, 2020

The Board of Park Commissioners met on this date, Thursday, April 16, 2020, 8:00 a.m., via videoconference pursuant to HB 197 as noted on Cleveland Metroparks website as of Sunday, April 12, 2020.

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

APPROVAL OF MINUTES.

No. 20-04-061: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve the minutes from the Regular Meeting of March 18, 2020, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

Nays: None.

FINANCIAL REPORT.

Chief Financial Officer, William Chorba, presented a Comparative Summary of Revenues & Expenditures 2020 vs. 2019 Year-To-Date, for the Month Ended March 31, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **91332** to **91339** and they were filed for audit. He also provided an overview of the potential financial impact of the COVID-19 pandemic.

ACTION ITEMS.

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

Dejvid Safradin

Dejvid most recently worked as a Special Deputy assigned to the Northeast Ohio Regional Sewer District. His past police experience includes Jack Thistledown Racino and North Randall Police. He received an Associate Degree in 2017 from Lorain Community College. Dejvid is multilingual, being proficient in Croatian, German, Bosnian, Serbian and Macedonian.

No. 20-04-062: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to appoint Dejvid Safradin 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, Messrs. Moore and Rinker.
 Nays: None.

- (b) ***2020 Budget Adjustment No. 3***
(Originating Sources: William Chorba, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

The following amendments are requested for Board approval:

CLEVELAND METROPARKS
Appropriation Summary - 2020

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #3 4/16/2020	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 56,164,224	\$ -	\$ 56,164,224	\$ 184,807	\$ (127,282) A	\$ 56,221,749
52	Employee Fringe Benefits	18,489,702	43,861	18,533,563	34,031	-	18,567,594
53	Contractual Services	14,615,911	1,163,297	15,779,208	769,571	(21,804) B	16,526,975
54	Office Operations	24,071,314	2,192,891	26,264,205	2,978,818	28,200 C	29,271,223
	Operating Subtotal	113,341,151	3,400,049	116,741,200	3,967,227	(120,886)	120,587,541
CAPITAL							
571	Capital Labor	900,000	-	900,000	-	-	900,000
572	Capital Construction Expenses	26,205,084	10,954,935	37,160,019	3,296,662	494,930 D	40,951,611
574	Capital Equipment	2,766,476	681,816	3,448,292	458,908	- E	3,907,200
575	Zoo Animals	75,000	5,265	80,265	-	-	80,265
576	Land	2,032,525	12,406	2,044,931	107,690	-	2,152,621
	Capital Subtotal	31,979,085	11,654,422	43,633,507	3,863,260	494,930	47,991,697
TOTALS							
Grand totals		\$ 145,320,236	\$ 15,054,471	\$ 160,374,707	\$ 7,830,487	\$ 374,044	\$ 168,579,238

ACTION ITEMS (cont.)

An explanation of the adjustments, by category, can be found on pages **91340** to **91341**. The net effect of all adjustments is an increase of \$374,044, all of which is provided for by increased revenue, donations, grants, or other restricted funds.

No. 20-04-063: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to approve the 2020 Budget Adjustment No. 3 for a total increase of \$374,044 as delineated on pages **91340** to **91341**.

Vote on the motion was as follows:

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

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

Background

The City of Westlake, Hinckley Township and Cleveland Metroparks share a mutual concern to provide a safe and secure environment throughout the city, township and the Park District. Ohio Revised Code §1545.131 provides authority for a park district to enter into agreements with municipal corporations and townships to assist with police protection. The interagency agreements will delineate requests for assistance, Cleveland Metroparks responsibilities, the respective city and township responsibilities and other relevant terms.

No. 20-04-064: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the Cleveland Metroparks Chief Executive Officer to enter into an Intergovernmental Cooperative/Mutual Aid Agreement with both the City of Westlake and Hinckley Township in a form to be approved by the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)

- (d) ***Lakefront Reservation: Authorization to Enter into Cooperative Agreement with Northeast Ohio Regional Sewer District – Whiskey Island Connector Trail***
(Originating Sources: Rosalina M. Fini, Chief Legal & Ethics Officer/Kyle Baker, Sr. Assistant Legal Counsel/Sean McDermott, P.E., Chief Planning & Design Officer)

The Whiskey Island Connector Trail (WIC) is part of the group of trail projects funded through the federal Transportation Investment Generating Economic Recovery (TIGER) program. When complete, these transformative projects will invest more than \$16 million to complete ±4 miles of paved all-purpose trail linking major focal points in the City of Cleveland with Lakefront Reservation and Lake Erie.

The 1.25 mile WIC will connect Edgewater Park to Wendy Park paralleling the very narrow Whiskey Island Drive corridor. Years of planning, negotiation, and collaboration have taken part with many of the project stakeholders and neighbors inclusive of the Northeast Ohio Regional Sewer District (NEORSD), City of Cleveland, Port of Cleveland, Ohio Department of Natural Resources, and Norfolk Southern Railway.

NEORSD operates the Westerly Waste Water Treatment Plant (WWWTP) at the eastern border of Edgewater Park. The compact configuration of the WWWWTP and the limited real estate available for typical trail development south of the plant has informed creative design and operational solutions in order to accomplish the construction of the WIC. Following years of positive and supportive discussions between Cleveland Metroparks and NEORSD on the WIC, the agencies have come to a cooperative agreement regarding short term and long term needs of the continued operation of their critical infrastructure and its relation to the WIC.

The basic tenets of the Cooperative Agreement with NEORSD for the WIC are:

- Cleveland Metroparks will construct a non-fixed (movable) truss bridge over NEORSD “Regulator W-01” which exists as a large concrete structure sitting immediately south of Whiskey Island Drive.
- Cleveland Metroparks will close the WIC and remove the non-fixed truss bridge structure when given notice that such temporary removal and closure is necessary in order for NEORSD to perform their infrequent maintenance of Regulator W-01.
- NEORSD plans to construct the Westerly Chemically Enhanced High Rate Treatment (WCEHRT) project in the future.
- During construction of the WCEHRT, NEORSD will install a water main that otherwise would have been constructed by Cleveland Metroparks as part of the WIC project. Cleveland Metroparks will reimburse NEORSD for actual costs of the water main installation. *It is estimated that the maximum cost of this water main construction is \$100,000.*

ACTION ITEMS (cont.)

- In order to avoid future impact to the WIC during the WCEHRT construction, Cleveland Metroparks will install fiberoptic conduits for future use by NEORSD and such costs for those conduits will be deducted from the value of the water main installation performed by NEORSD.
- Cooperation between NEORSD and Cleveland Metroparks during construction of WCHERT will be provided as winter-time roadway closures of Whiskey Island Drive will be necessary.
- Cooperation between NEORSD and Cleveland Metroparks on determining the location of a new driveway to the WWTP from Whiskey Island Drive and its relationship to the WIC. NEORSD will be responsible for any costs related to the reconstruction of the WIC relative to the driveway construction.
- NEORSD will consent to the existence of the WIC over areas where NEORSD has previously secured an easement from Norfolk Southern Railroad for their own non-exclusive use for Regulator W-01. Cleveland Metroparks easement from Norfolk Southern will overlap NEORSD's easement and thus require NEORSD consent.

No. 20-04-065: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the execution of the Cooperative Agreement with the Northeast Ohio Regional Sewer District for the Whiskey Island Connector Trail which shall commit Cleveland Metroparks to certain maintenance and operational standards, inclusive of a commitment to fund the cost of future water main installation up to \$100,000, and that the Board authorize the Chief Executive Officer to execute agreements, together with supplemental instruments or documents related thereon, if any, as deemed necessary or appropriate and in form acceptable to the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

- (e) ***Authorization to Submit an Application to the Department of Transportation's Better Utilizing Investments to Leverage Development (BUILD) Grant Program***
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Sean E. McDermott, P.E., Chief Planning & Design Officer/Sara Byrnes Maier, Senior Strategic Park Planner)

Background

The federal Department of Transportation has announced a highly competitive discretionary grant program for national infrastructure investments that have a significant impact on a metropolitan area or region. The Better Utilizing Investments to Leverage

ACTION ITEMS (cont.)

Development (BUILD) grant program was previously known as the Transportation Investment Generating Economic Recovery (TIGER) grant program. Cumulatively, the BUILD/TIGER program has awarded \$7.9 billion to 609 surface transportation projects since 2009, including many with multimodal components.

Cleveland Metroparks received \$7.95 million in the TIGER VIII round in 2016 for its *Re-Connecting Cleveland: Pathways to Opportunity* application, submitted in partnership with The Trust for Public Land and L.A.N.D. studio, Inc. The TIGER award, along with additional federal and state grants as well as philanthropic support, has enabled construction of five trail projects: the Cleveland Lakefront Bikeway Connector and Canal Basin Park Connector projects that were completed in August 2019, and the Wendy Park Bridge, Whiskey Island Connector, and Red Line Greenway, which are projected to be complete in March 2021.

The 2020 BUILD application cycle will fund at least \$15 million of the \$1 billion available on projects for planning and preconstruction activities, including engineering and design; planning funds were last awarded under the TIGER VI round in 2014. Evaluation criteria include safety, economic competitiveness, quality of life, environmental sustainability, state of good repair, innovation, and partnership. Successful applicants will be announced by September 15, 2020, and projects must be under contract by the statutory deadline of September 30, 2022 and all funds must be expended by September 2027.

Cleveland Metroparks has been working with partners including the City of Cleveland, Cuyahoga County Planning Commission, Cuyahoga County Department of Public Works, and the Northeast Ohio Areawide Coordinating Agency (NOACA) to develop a

BUILD planning grant application to advance several of the 69 regionally significant trails and bikeway projects identified through the Cuyahoga Greenways Plan that was completed in 2019 and available at www.cuyahogagreenways.org. Several projects have been designated as candidates for feasibility-level planning studies, while others will be fully engineered and designed.

As currently proposed, the federal BUILD grant program will fund the performance of planning and/or engineering activities for some or all of the three project groupings shown in the table below and depicted in map form on pages **91342** to **91343**. The total federal BUILD funding request will not exceed \$3,000,000 in federal grant funds, requiring \$750,000 in matching funds, for total costs of \$3,750,000. The final funding request, including the number of projects and respective levels of development, will be determined based on the amount of local matching funds assembled through the partnership to meet the required minimum 20 percent local share. Additional funds will also be sought for local match through other non-federal grant programs and/or private sources.

ACTION ITEMS (cont.)

<u>Potential BUILD Application Projects</u>	<u>Cuyahoga Greenways Plan ID</u>
Slavic Village Downtown Connector/Opportunity Corridor Group	
Slavic Village Downtown Connector Phase I	Regional Link-13a
Slavic Village Downtown Connector Phase II	Regional Link-13b
Slavic Village Downtown Connector/Iron Ct. to Opportunity Corridor	Regional Link-14
Morgana Run-Booth Ave. Extension	Critical Gap-7
E. 93rd St. (Woodhill Rd)	Key Route-20
Lakefront Connections Group	
Euclid Creek Greenway	Critical Gap-11
Lakefront Greenway East 1 (portion)	Regional Link-17
Lakefront Greenway West 1	Regional Link-5
Lakefront Greenway West 2 (portion)	Regional Link-4
Towpath Connection to Pearl/W. 25th St & Zoo Group	
Lower Big Creek Greenway – Towpath Connector	Critical Gap-4
Lower Big Creek Greenway – Upland Trail	Critical Gap-5

No. 20-04-066:

It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the submittal of the grant application to the Department of Transportation for funding assistance from the Better Utilizing Investments to Leverage Development (BUILD) grant program in an amount not to exceed \$3,750,000 for the above listed Cuyahoga Greenways Plan project planning components; inclusive of a minimum 20% local match component which shall be provided by other non-federal grant programs, private sources, and/or contributions from project partners inclusive of Cleveland Metroparks; and further that the Board authorizes the funds to be made available as needed until reimbursement is received from the BUILD program; and further that the Board authorizes the Chief Executive Officer to enter into agreements and execute any documents as may be required to accept the grant award; form of agreements to be approved by the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)

- (f) ***Award of RFQu #6492 – Cleveland Harbor Eastern Embayment Resilience Study (CHEERS) Professional Design Services – Lakefront Reservation***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning & Design Officer/Kelly Coffman, Senior Strategic Park Planner)

Background

Cleveland Metroparks and project partners, the City of Cleveland, Ohio Department of Natural Resources, Ohio Department of Transportation, and Port of Cleveland, are embarking the Cleveland Harbor Eastern Embayment Resilience Study (CHEERS). The study area extends from Burke Lakefront Airport east to the Cleveland Lakefront Nature Preserve (approximately two miles) and from the existing federal breakwall in Lake Erie south to St. Clair Avenue (approximately one mile). Cleveland Metroparks serves as project manager for the effort.

The \$251,000 project budget includes \$126,000 (split evenly) from project partners and a \$125,000 Coastal Resilience grant from the National Fish and Wildlife Foundation (NFWF). A Board Info Item about the project was presented in February 2020, followed by an Action Item for the contract with NFWF in March 2020.

RFQu Response and Analysis

Cleveland Metroparks issued a Request for Qualifications (RFQu #6492) for Professional Design Services on February 3, 2020. Twelve (12) multidisciplinary teams submitted responses, providing a competitive field of prominent local and national engineering and design firms. A panel with representatives from each of the five CHEERS partner agencies reviewed the submittals and identified the four (4) teams deemed most qualified. The four teams were invited to participate in shortlist interviews which were held virtually on March 19, 2020 due to the COVID-19 pandemic.

Pursuant to ORC 153.69, the project partners evaluated and ranked each team based on criteria from the RFQu: lead firm and project manager, strength of staff and team members, prior project experience, project approach, and responsiveness. The WRT team (WRT), which includes KS Associates and Great Ecology, was deemed by the five project partners as most qualified and the top ranked team overall. Subsequently, a Request for Proposal (RFP) was submitted to WRT which mirrored the scope outlined in the original RFQu.

RFQu 6492 - CHEERS Professional Design Services	
<u>Lead Firm and Subconsultants</u>	<u>Rank</u>
AECOM Enviroscience, GPD Group, Ari Maron, Synergy, Bialosky	
Designing Local IMPLEMENT, studiokgk, Osborn, KS Assoc	
EDG KS Assoc, Applied Ecological Services, S&ME, Kurtz Brothers	
Hull TetraTech SCAPE	2
KS Associates Michael Baker, Human Nature, Famicos, Foth	4
MahanRykie! Anchor Qea, JMT, Dredge Research Collaborative, Kent State CUDC	
MKSK inter-fluve, Osborn, KS, LAND, Bialosky, pmc	3
SITE Baird, WXY, Tetra Tech	
SmithGroup City Architecture, Limnotech, SME, WSP	
Stantec ETC and Regency Construction	
TRC Biohabitats, OHM Advisors, Synergy	
WRT Great Ecology, KS Associates	1

ACTION ITEMS (cont.)**Proposal Analysis**

WRT's Scope of Work will fulfill the terms of the RFQu and the NFWF grant. Their team will provide a general framework plan for the area, with a focus on opportunities along the shoreline and into Lake Erie. Local agencies, community organizations, and residents will be engaged throughout the planning process. The plan will explore actions to improve aquatic and terrestrial habitat, protect existing infrastructure, including Interstate 90, and expand neighborhood access and recreational opportunities along the lakefront. The work will propose options for the beneficial re-use of dredge material to help meet project goals and make progress towards technical design to position CHEERS for implementation. The proposed cost of \$251,000 will accomplish the scope of work below:

Technical Evaluation / Understanding

1. Data Collection and Review
2. Site Inventory and Analysis
3. Identify Data Gaps and Priorities
4. Acquire Additional Data
5. Wave Prediction Modeling and Review
6. Risk Assessment and Vulnerability

Concept Development

1. Conduct Community-Based Shoreline Visioning Exercise (Community Meeting 1)
2. Analyze Site Access and Multi-Modal Connectivity
3. Identify Site-Based Solutions to Increase Shoreline Resilience and Improve Habitat
4. Present Obstacles and Potential Solutions
5. Review Input, Initial Concepts, and Order-of-Magnitude Costs
6. Summarize Key Issues and Findings of Additional Data Collection
7. Refine Concepts and Identify Key Measures to Address Vulnerability

Preliminary Design Recommendations

1. Identify Conceptual Elements to be Refined in Technical Design
2. Develop Technical Design for Key Measures
3. Generate Final Concept

Collaboration and Community Engagement

1. Public Engagement Sessions
2. Project Stakeholder Meetings
3. Review and Work Sessions with Project Team

Project Documentation and Deliverable

1. Conceptual Framework Plan
2. Project Renderings

ACTION ITEMS (cont.)

3. Technical Design
 - i. 50% General Master Plan for Area from I-90 to Federal Breakwall
 - ii. 50% Details and Cost Estimates for Specific Standard Project Elements

It is anticipated that the project will require twelve to fourteen (12-14) months for completion of the above scope. Furthermore, RFQu #6492 sets forth the potential for the selected consultant to be engaged for subsequent design services if desired. Staff will update the Board to this possibility prior to bringing forward to the Board any additional phases of work.

No. 20-04-067: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to enter into a contract with **WRT** as the most qualified team for **RFQu #6492 – Cleveland Harbor Eastern Embayment Resilience Study (CHEERS) Professional Design Services** for the not-to-exceed amount of **\$251,000** for the planning, engagement, and design work outlined above in a form acceptable to the Chief Legal & Ethics Officer, pursuant a proposal dated April 9, 2020 and the receipt of an executed grant agreement from NFWF.

Vote on the motion was as follows:

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

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

No. 20-04-068: It was moved by Vice President Moore, seconded by Vice President Berry and carried, to authorize the following awards:

(a) Commodities Usage Report:

- **Bid #6421:** Various Zoo Grains (see page 91322); and,

(b) RFP #6488: Cleveland Metroparks Invasive Plant Control (see page 91323).

Vote on the motion was as follows:

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

Nays: None.

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

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

BID #6421: **VARIOUS ZOO GRAINS** to be supplied on an “as needed” basis to Cleveland Metroparks Zoo, for a one (1) year period, beginning June 1, 2019 through May 31, 2020.

ORIGINAL ESTIMATE \$100,000

(90% = \$90,000)

The estimated encumbrance was based upon a one (1) year spend of various zoo grain purchases for Cleveland Metroparks Zoo. Due to the potential of reduced shipments because of the impact of COVID-19, Cleveland Metroparks Zoo staff has increased its order capacity of additional grain per order. The requested commodity adjustment pays current invoices and anticipates remaining orders through May 31, 2020.

ORIGINAL AWARD (5/16/19):	\$100,000
Additional Consumption Estimate:	<u>12,000</u>
REVISED TOTAL AWARD:	\$112,000

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to amend Resolution No. 19-05-066 to accommodate usage in excess of the original estimate as follows:

No. 19-05-066: It was moved by Vice President Rinker, seconded by President Berry and carried, to authorize the purchase of various zoo grains, from the lowest and best bidder for Bid #6421, as noted in the bid summary, to be supplied on an as needed basis, for a one (1) year period beginning June 1, 2019 through May 31, 2020, from **Centerra Co-Op, for a total cost not to exceed ~~\$100,000~~ \$112,000**. 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 the vendor cannot satisfy the bid, Cleveland Metroparks Zoo Staff will purchase the item(s) on the open market using competitive pricing and the difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety.

Vote on the motion was as follows:

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

(See Approval of this Item by Resolution No. 20-04-068 on Page 91321)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCE (cont.)**RFP #6488 SUMMARY: CLEVELAND METROPARKS INVASIVE PLANT CONTROL****Background**

Cleveland Metroparks has dedicated funding from several sources for habitat improvement and invasive plant control at eighteen (18) high-priority restoration sites at the following reservations:

1. Acacia Reservation, WRRSP (Fund 2015308) in the sum of \$47,000, and Acacia Restoration Fund (2015509) in the sum of \$50,000;
2. Big Creek Reservation, Other Wetland Mitigation (2015444) in the sum of \$37,000;
3. Euclid Creek Reservation, Clean Ohio Land Acquisition Expense (4011030-576002) in the sum of \$50,000; and,
4. South Chagrin Reservation, Clean Ohio Land Acquisition Expense (4011030-576002) in the sum of \$50,000.

Cleveland Metroparks sought proposals from vendors with considerable expertise in managing the selective removal of multiple plant species, across diverse habitats, and multiple sites within the same field season. The projects at four (4) reservations were aggregated into one proposal in order to attract competitive proposals from a larger pool of suitable vendors.

Cleveland Metroparks seeks to enter into a two (2) year contract beginning on June 1, 2020 through May 31, 2022, with an option to renew for up to two (2) additional one (1) year terms at Cleveland Metroparks' sole discretion.

Proposals Received re: RFP #6488

Proposals were received from seven (7) recognized environmental service firms: Cardno, Inc., Civil & Environmental Consultants, Inc., Davey Resource Group, Inc., Ecological Field Services LLC, Environmental Design Group, EnviroScience, Inc., and Invasive Plant Control, Inc.

All seven (7) proposals met the criteria set forth in the proposal. The following four (4) vendors were selected for interviews by the review committee.

Reservation (project acres)	Ecological Field Services LLC	Davey Resource Group	EnviroScience, Inc.	Invasive Plant Control, Inc.
Acacia (69.6 A.)	\$87,808	\$86,214	\$81,275	\$95,511
Big Creek (24.6 A.)	\$25,900	\$17,375	\$36,950	\$39,000
Euclid Creek (18.9 A.)	\$18,929	\$30,835	\$35,400	\$49,958
South Chagrin (31.4 A.)	\$24,328	\$47,233	\$47,250	\$53,181
Total Services (144.5 A.)	\$156,965	\$181,657	\$200,875	\$237,650

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

Evaluation

Cleveland Metroparks issued RFP #6488 seeking proposals for a two (2) year contract with up to two (2) additional one (1) year terms from a vendor (or vendors) who has considerable experience in selective invasive plant control in natural areas. In reviewing the submitted proposals, Cleveland Metroparks staff considered the following criteria:

- general approach to invasive plant management based upon Cleveland Metroparks’ stated objectives;
- description of control technique(s) or application method(s) for the primary target species;
- specification of herbicide(s) and tank mixes to be used;
- plan for mitigation or prevention of off-target damage;
- plan or recommendation for disposition of target biomass; and,
- plan or recommendation for follow-up management.

Based upon the above criteria, Cleveland Metroparks staff recommends Ecological Field Services LLC, as the vendor of choice for Cleveland Metroparks Invasive Plant Control. Reasons for selecting Ecological Field Services LLC, include but are not limited to the following:

- the management synopses demonstrated a thorough understanding of the technical complexity and nuance needed for successful natural area stewardship;
- the selective equipment and treatment methods best suit the ecological conditions and sensitivity of the project sites;
- proposed staffing and work schedules were consistent and appropriate for the project tasks; and,
- the cost structure was clear, consistent with staff expectations, well-justified, and generally the overall best and lowest cost.

Ecological Field Services LLC, also met the criteria set forth in the request for proposals:

Weight	Criteria
25%	Previous experience with similar projects, knowledge and record of performance, and capacity to deploy sufficient personnel for the project sites.
25%	Qualifications of crew leaders, including prior experience with the primary targets, plant identification, or treatments around planted trees.
25%	Clarity, completeness, and specificity of proposal responses, such that they affirm or complement Cleveland Metroparks recommendations.
25%	The proposed pricing for services. Cleveland Metroparks reserves the right to negotiate the fee quotation during the interview/selection process.
100%	Total

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

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **Ecological Field Services LLC, in an amount not to exceed \$156,965** for its lowest and best proposal, as summarized above and maintained in the proposal file for RFP #6488, to conduct Cleveland Metroparks Invasive Plant Management, for a two (2) year contract from June 1, 2020 through May 31, 2022, with an option to renew for up to two (2) additional one (1) year terms.

(See Approval of this Item by Resolution No. 20-04-068 on Page 91321)

GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 4/16/2020)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Document scanning services; additional services.	Iron Mountain, Inc.	\$3,964.32 6,820.00 <u>1,251.26</u> \$12,035.58	(6)
Plants for Rhino Exhibit at Zoo.	Klyn Nurseries, Inc and Willoway Wholesale Dist. Ctr.	\$8,415.25 <u>2,848.25</u> \$11,263.50	(7)
Playground bulk fiber.	Ready To Haul, LLC	\$13,387.50	(7)
2020 flood insurance coverage for RainForest at Zoo.	National Flood Insurance	\$12,592.00	(3)
Various pressure treated lumber for stock for Trails.	Lodi Lumber, Inc.	\$15,113.40	(7)
Edge in-car system with accessories, laptop integration, mounting, and tech support.	COBAN Technologies	\$24,968.00	(3)
Hauling charges for Keeney sand and stone for various trail projects through December 2020.	Erie Shore Express Inc.	\$27,318.02	(7)
Repairs to the Nature Discovery Ridge Willow play area at the Zoo.	Around the Bend	\$10,150.00	(3)
Fabrication and replacement of two operable gates at Zoo.	Obar Door & Gate Co. Inc.	\$20,274.00	(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>
Chimney cleaning services for various locations for the time period of April 1, 2020 through September 18, 2020, with an option to renew for two additional years through September 18, 2022.	Colonial Chimney Service	\$45,000.00	(7)
Asbestos abatement and floor grinding at new OEC Management Center.	Precision Environmental Company	\$45,640.00	(7)
2019 Therapeutic Riding Program (TRP) direct and horse care expense reimbursement.	Valley Riding Inc.	\$14,719.00	(3)
210 cubic yards of Bio-retention Soil for The Chalet parking lot.	Kurtz Brothers	\$10,517.30	(3)
Professional services for the completion of the ecommerce (gift card) integration with the website; additional services.	Bluemodus, Inc.	\$14,685.00 2,887.50 <u>7,012.50</u> \$24,585.00	(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 (4/16/2020)**

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

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

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>
<p><u>Rhinoceros Habitat and Bull Barn</u></p> <p>Revised Contract Amount: Change Order No. 5 adds \$44,427.47 and revised total to \$1,593,097.11.</p>	<p>Additional services to color concrete at public walkways, install gate at utility pole to access transformers, fiber optic cable from existing Animal Hospital through existing Rhino Barn through New Rhino Barn to existing Monkey Building, electrical service increase, electrical photo cell for lighting, water line relocation, install new sanitary clean out, install exterior mat foundation for operable gate, and install irrigation supply connection.</p>	<p>Lawler Construction</p>	<p>Change Order #5</p>

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

The following were presented to the Board for award/acknowledgment: bid/RFP/co-op/single source tabulations, as shown on pages 91321 through 91325; \$10,000 to \$50,000 purchased items/services report, pages 91326 through 91327; and construction change orders, page 91328.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 20-04-059: 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 91344 to 91456.

Vote on the motion was as follows:

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

Nays: None.

No. 20-04-060: It was moved by Vice President Berry, seconded by President Rinker and carried, to approve Visa Card (Arborwear) dated March 8, 2020 to April 4, 2020 in the amount of \$956.50, as identified on pages 91457 to 91458.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Abstained: Mr. Moore.

Nays: None.

PUBLIC COMMENTS.

President Rinker opened the floor for public comment; however, no public responded. The Cleveland Metroparks' employee who was responsible for managing the videoconference indicated that no one on the videoconference asked to be recognized to speak nor were any questions posed in the "comments" feature.

INFORMATION/BRIEFING ITEMS/POLICY.

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

Patrick B. Dorin, IT Security Technician

Patrick Dorin started at Cleveland Metroparks in July 2019 as IT Security Technician. Prior to working at Cleveland Metroparks, he was first employed at the Cleveland Browns as an IT Help Desk Intern where he worked at a help desk that provided IT support for more than 200 staff and coaches and created accounts and prepared computers for new employees. More recently, Patrick was an IT Support Specialist at the Cleveland Browns where he provided tier one and two technical support for 250+ employees, created and maintained workstation deployment methods and images, and created IT procedures and documentation for employees. Patrick has a Bachelor of Science in Network Security from University of Advancing Technology.

- (b) ***Potential Projects for Accelerated Implementation***
(Originating Sources: *Sean E. McDermott, P.E., Chief Planning & Design Officer/Sara Byrnes Maier, Senior Strategic Park Planner*)

In response to the economic strain of the ongoing COVID-19 pandemic, the federal government has recently passed three coronavirus relief bills and is in discussions for more. Should a bill be enacted similar to the February 2009 infrastructure and jobs focused American Recovery and Reinvestment Act (ARRA), signed into law in response to the start of the Great Recession and following passage of the Troubled Asset Relief Program (TARP) in October 2008, Cleveland Metroparks has developed a list of capital projects that could quickly be moved to construction. Staff will provide an overview of "shovel-ready projects" that may be good candidates for a federal infrastructure stimulus program, should one be passed.

Due to technical difficulties with the videoconference, the last two information/briefing/policy items listed on the agenda, ***Slavic Village Downtown Connector Trail Project*** and ***2019 Park District Visitation Results***, were deferred to a later meeting date.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Wednesday, May 20, 2020, 8:00 a.m. Details regarding meeting logistics will be posted on the Cleveland Metroparks website.

ADJOURNMENT.

No. 20-04-069: There being no further matters to come before the Board, upon motion by Vice President Berry, seconded by Vice President Moore, and carried, President Rinker adjourned the meeting at 9:14 a.m.

Vote on the motion was as follows:

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

Nays: None.

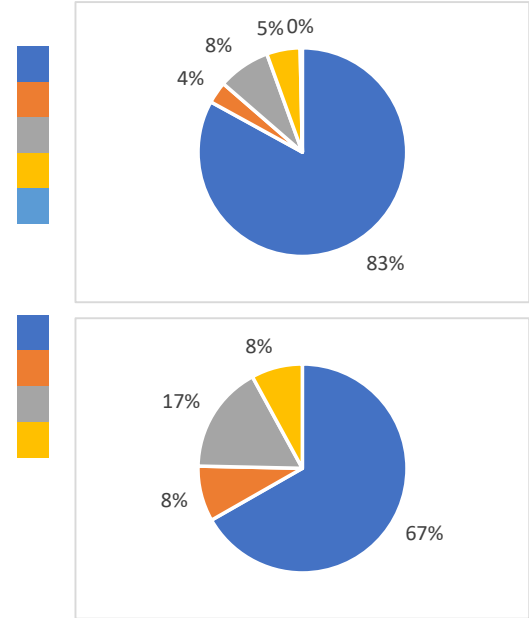
President.

Attest:

Secretary.

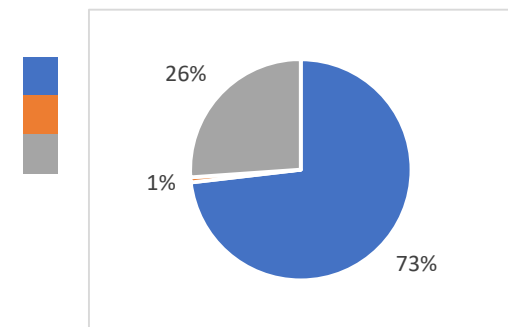
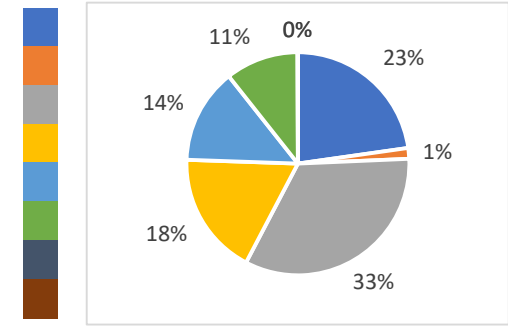
**Cleveland Metroparks
Financial Performance
3/31/2020
CM Park District**

	Actual Mar '19	Actual Mar '20	Fav (Unfav)	Actual YTD Mar '19	Actual YTD Mar '20	Fav (Unfav)
Revenue:						
Property Tax	3,583,834	3,604,791	20,957	36,481,834	37,419,791	937,957
Local Gov/Grants/Gifts	426,759	487,990	61,231	1,574,891	1,516,939	(57,952)
Charges for Services	1,344,308	992,012	(352,296)	3,870,486	3,670,403	(200,083)
Self-Funded	771,881	775,270	3,389	2,323,176	2,328,626	5,450
Interest, Fines, Other	<u>67,085</u>	<u>54,221</u>	<u>(12,864)</u>	<u>162,347</u>	<u>155,238</u>	<u>(7,109)</u>
Total Revenue	6,193,867	5,914,284	(279,583)	44,412,734	45,090,997	678,263
OpEx:						
Salaries and Benefits	5,140,308	5,276,110	(135,802)	15,060,297	15,032,208	28,089
Contractual Services	373,768	366,116	7,652	1,737,104	1,941,477	(204,373)
Operations	1,398,978	1,128,316	270,662	4,114,024	3,756,846	357,178
Self-Funded Exp	<u>808,748</u>	<u>493,235</u>	<u>315,513</u>	<u>1,576,306</u>	<u>1,787,931</u>	<u>(211,625)</u>
Total OpEx	7,721,802	7,263,777	458,025	22,487,731	22,518,462	(30,731)
Op Surplus/(Subsidy)	(1,527,935)	(1,349,493)	178,442	21,925,003	22,572,535	647,532
CapEx:						
Capital Labor	102,025	40,017	62,008	178,562	224,251	(45,689)
Construction Expenses	1,006,523	870,420	136,103	1,771,865	2,839,473	(1,067,608)
Capital Equipment	260,984	204,943	56,041	1,023,991	444,965	579,026
Land Acquisition	288,390	25,902	262,488	480,814	844,540	(363,726)
Capital Animal Costs	<u>65</u>	<u>377</u>	<u>(312)</u>	<u>1,590</u>	<u>3,060</u>	<u>(1,470)</u>
Total CapEx	1,657,987	1,141,659	516,328	3,456,822	4,356,289	(899,467)
Net Surplus/(Subsidy)	(3,185,922)	(2,491,152)	694,770	18,468,181	18,216,246	(251,935)



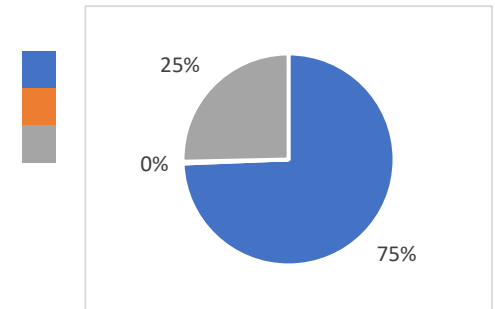
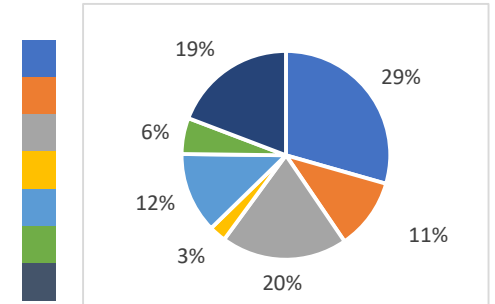
**Cleveland Metroparks
Financial Performance
3/31/2020
Zoo**

	Actual Mar '19	Actual Mar '20	Fav (Unfav)	Actual YTD Mar '19	Actual YTD Mar '20	Fav (Unfav)
Revenue:						
General/SE Admissions	127,719	54,708	(73,011)	212,195	238,585	26,390
Guest Experience	15,192	7,187	(8,005)	21,365	16,765	(4,600)
Zoo Society	0	(176,949)	(176,949)	844,842	350,614	(494,228)
Souvenirs/Refreshments	34,234	17,454	(16,780)	90,423	187,662	97,239
Education	74,012	31,133	(42,879)	186,489	144,631	(41,858)
Rentals & Events	32,848	20,028	(12,820)	121,128	111,665	(9,463)
Consignment	0	0	0	484	0	(484)
Other	655	(50)	(705)	390	(236)	(626)
Total Revenue	284,660	(46,489)	(331,149)	1,477,316	1,049,686	(427,630)
OpEx:						
Salaries and Benefits	1,189,111	1,207,868	(18,757)	3,417,672	3,486,874	(69,202)
Contractual Services	7,666	6,262	1,404	21,413	37,328	(15,915)
Operations	<u>373,623</u>	<u>325,129</u>	<u>48,494</u>	<u>1,306,284</u>	<u>1,242,252</u>	<u>64,032</u>
Total OpEx	1,570,400	1,539,259	31,141	4,745,369	4,766,454	(21,085)
Op Surplus/(Subsidy)	(1,285,740)	(1,585,748)	(300,008)	(3,268,053)	(3,716,768)	(448,715)
CapEx:						
Capital Labor	7,455	0	7,455	7,455	0	7,455
Construction Expenses	515,182	105,347	409,835	661,175	332,598	328,577
Capital Equipment	43,165	2,078	41,087	120,374	111,355	9,019
Capital Animal Costs	<u>65</u>	<u>377</u>	<u>(312)</u>	<u>1,591</u>	<u>3,061</u>	<u>(1,470)</u>
Total CapEx	565,867	107,802	458,065	790,595	447,014	343,581
Net Surplus/(Subsidy)	(1,851,607)	(1,693,550)	158,057	(4,058,648)	(4,163,782)	(105,134)
Restricted Revenue	59,872	201,936	142,064	194,807	318,231	123,424
Restricted Expenses	<u>36,719</u>	<u>292,137</u>	<u>(255,418)</u>	<u>312,649</u>	<u>809,653</u>	<u>(497,004)</u>
Restricted Surplus/(Subsidy)	23,153	(90,201)	(113,354)	(117,842)	(491,422)	(373,580)



**Cleveland Metroparks
Financial Performance
3/31/2020
Golf Summary**

	Actual Mar '19	Actual Mar '20	Fav (Unfav)	Actual YTD Mar '19	Actual YTD Mar '20	Fav (Unfav)
Revenue:						
Greens Fees	40,327	70,514	30,187	54,347	99,925	45,578
Equipment Rentals	16,033	26,021	9,988	22,937	37,587	14,650
Food Service	37,746	23,520	(14,226)	43,632	66,669	23,037
Merchandise Sales	5,410	5,384	(26)	8,983	8,945	(38)
Pro Services	27,790	16,310	(11,480)	45,010	42,490	(2,520)
Driving Range	9,091	14,202	5,111	11,556	19,082	7,526
Other	<u>34,854</u>	<u>42,753</u>	<u>7,899</u>	<u>48,518</u>	<u>65,209</u>	<u>16,691</u>
Total Revenue	171,251	198,704	27,453	234,983	339,907	104,924
OpEx:						
Salaries and Benefits	265,481	268,618	(3,137)	752,845	712,942	39,903
Contractual Services	935	1,712	(777)	3,601	2,733	868
Operations	<u>115,557</u>	<u>115,788</u>	<u>(231)</u>	<u>246,922</u>	<u>243,035</u>	<u>3,887</u>
Total OpEx	381,973	386,118	(4,145)	1,003,368	958,710	44,658
Op Surplus/(Subsidy)	(210,722)	(187,414)	23,308	(768,385)	(618,803)	149,582
CapEx:						
Capital Labor	26,076	6,222	19,854	49,978	43,388	6,590
Construction Expenses	163,786	67,686	96,100	171,569	67,686	103,883
Capital Equipment	<u>14,890</u>	<u>0</u>	<u>14,890</u>	<u>476,890</u>	<u>40,752</u>	<u>436,138</u>
Total CapEx	204,752	73,908	130,844	698,437	151,826	546,611
Net Surplus/(Subsidy)	(415,474)	(261,322)	154,152	(1,466,822)	(770,629)	696,193

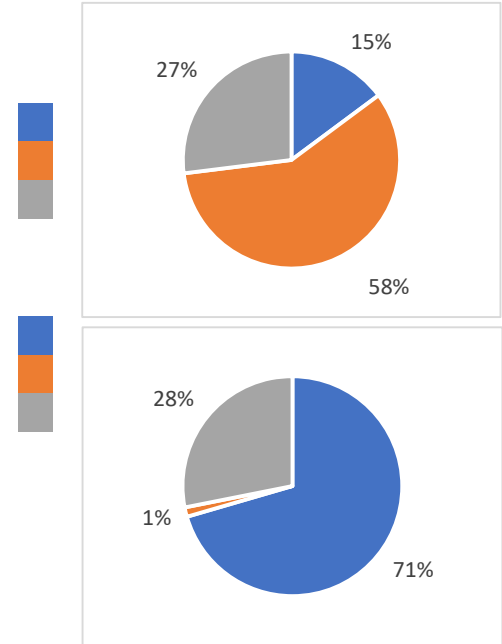


**Cleveland Metroparks
Financial Performance
3/31/2020
Golf Detail**

	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)	
	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20
Operating Revenue	50,561	58,269	2,275	1,505	5,980	2,695	43,499	69,801	29,686	56,972
Operating Expenses	<u>135,083</u>	<u>143,718</u>	<u>34,642</u>	<u>13,540</u>	<u>29,003</u>	<u>25,475</u>	<u>151,334</u>	<u>165,902</u>	<u>189,605</u>	<u>195,908</u>
Operating Surplus/(Subsidy)	(84,522)	(85,449)	(32,367)	(12,035)	(23,023)	(22,780)	(107,835)	(96,101)	(159,919)	(138,936)
Capital Labor	0	0	0	0	0	0	0	0	20,359	0
Construction Expenses	0	0	0	0	0	0	0	0	171,569	0
Capital Equipment	<u>476,890</u>	<u>13,584</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>13,584</u>	<u>0</u>	<u>13,584</u>
Total Capital Expenditures	476,890	13,584	0	0	0	0	0	13,584	191,928	13,584
Net Surplus/(Subsidy)	(561,412)	(99,033)	(32,367)	(12,035)	(23,023)	(22,780)	(107,835)	(109,685)	(351,847)	(152,520)
	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Golf Admin		Total	
	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20
Operating Revenue	22,270	37,795	35,285	52,012	38,336	55,661	7,091	5,197	234,983	339,907
Operating Expenses	<u>122,983</u>	<u>120,559</u>	<u>79,025</u>	<u>70,134</u>	<u>140,310</u>	<u>139,870</u>	<u>121,383</u>	<u>83,604</u>	<u>1,003,368</u>	<u>958,710</u>
Operating Surplus/(Subsidy)	(100,713)	(82,764)	(43,740)	(18,122)	(101,974)	(84,209)	(114,292)	(78,407)	(768,385)	(618,803)
Capital Labor	0	0	0	0	29,619	43,388	0	0	49,978	43,388
Construction Expenses	0	0	0	67,686	0	0	0	0	171,569	67,686
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>476,890</u>	<u>40,752</u>
Total Capital Expenditures	0	0	0	67,686	29,619	43,388	0	0	698,437	151,826
Net Surplus/(Subsidy)	(100,713)	(82,764)	(43,740)	(85,808)	(131,593)	(127,597)	(114,292)	(78,407)	(1,466,822)	(770,629)

**Cleveland Metroparks
Financial Performance
3/31/2020
Enterprise Summary**

	Actual Mar '19	Actual Mar '20	Fav (Unfav)	Actual YTD Mar '19	Actual YTD Mar '20	Fav (Unfav)
Revenue:						
Concessions	85,108	34,667	(50,441)	196,015	149,505	(46,510)
Dock Rentals	70,881	65,737	(5,144)	564,580	588,087	23,507
Other	<u>41,414</u>	<u>59,119</u>	<u>17,705</u>	<u>220,226</u>	<u>272,189</u>	<u>51,963</u>
Total Revenue	197,403	159,523	(37,880)	980,821	1,009,781	28,960
OpEx:						
Salaries and Benefits	184,235	201,533	(17,298)	538,525	557,917	(19,392)
Contractual Services	1,804	2,776	(972)	8,698	11,029	(2,331)
Operations	<u>107,447</u>	<u>55,069</u>	<u>52,378</u>	<u>233,217</u>	<u>222,268</u>	<u>10,949</u>
Total OpEx	293,486	259,378	34,108	780,440	791,214	(10,774)
Op Surplus/(Subsidy)	(96,083)	(99,855)	(3,772)	200,381	218,567	18,186
CapEx:						
Capital Labor	0	0	0	0	0	0
Construction Expenses	19,363	1,832	17,531	32,771	9,342	23,429
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,589</u>	<u>10,064</u>	<u>(8,475)</u>
Total CapEx	19,363	1,832	17,531	34,360	19,406	14,954
Net Surplus/(Subsidy)	(115,446)	(101,687)	13,759	166,021	199,161	33,140



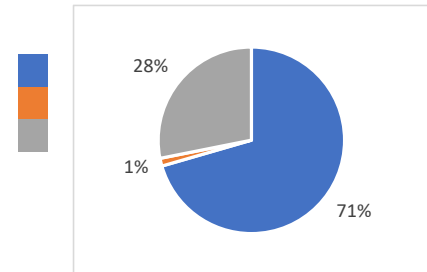
*Other includes Chalet, Hayrides, Aquatics and Misc.

**Cleveland Metroparks
Financial Performance
3/31/2020
Enterprise Detail**

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant			
	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20		
Operating Revenue	170,436	117,490	0	0	416,979	480,459	(125)	0		
Operating Expenses	<u>294,825</u>	<u>285,639</u>	<u>4,106</u>	<u>9,704</u>	<u>30,779</u>	<u>28,480</u>	<u>3,408</u>	<u>3,765</u>		
Operating Surplus/(Subsidy)	(124,389)	(168,149)	(4,106)	(9,704)	386,200	451,979	(3,533)	(3,765)		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	1,673	6,506	0	0	4,138	0	0	0		
Capital Equipment	<u>0</u>	<u>10,042</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Total Capital Expenditures	1,673	16,548	0	0	4,138	0	0	0		
Net Surplus/(Subsidy)	(126,062)	(184,697)	(4,106)	(9,704)	382,062	451,979	(3,533)	(3,765)		
	Wildwood		Euclid Beach		EmerNeck Marina		EmerNeck Restaurant			
	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20		
Operating Revenue	15,480	12,780	0	0	128,706	159,195	23,801	12,653		
Operating Expenses	<u>4,665</u>	<u>3,641</u>	<u>25</u>	<u>750</u>	<u>12,168</u>	<u>11,541</u>	<u>36,614</u>	<u>34,561</u>		
Operating Surplus/(Subsidy)	10,815	9,139	(25)	(750)	116,538	147,654	(12,813)	(21,908)		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	7,867	2,787	0	0	0	0	7,359	49		
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Total Capital Expenditures	7,867	2,787	0	0	0	0	7,359	49		
Net Surplus/(Subsidy)	2,948	6,352	(25)	(750)	116,538	147,654	(20,172)	(21,957)		
	Edgewater Pier		Wallace Lake		Hinckley Lake		Huntington			
	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20		
Operating Revenue	0	10	0	0	0	0	0	0		
Operating Expenses	<u>633</u>	<u>430</u>	<u>998</u>	<u>374</u>	<u>458</u>	<u>166</u>	<u>1,032</u>	<u>1,120</u>		
Operating Surplus/(Subsidy)	(633)	(420)	(998)	(374)	(458)	(166)	(1,032)	(1,120)		
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>0</u>	<u>0</u>		
Total Capital Expenditures	0	0	0	0	0	0	0	0		
Net Surplus/(Subsidy)	(633)	(420)	(998)	(374)	(458)	(166)	(1,032)	(1,120)		
	Chalet		Ledge Lake		Parking		Enterprise Admin		Total	
	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20	YTD Mar '19	YTD Mar '20
Operating Revenue	187,807	214,302	8,765	2,185	28,972	10,707	0	0	980,821	1,009,781
Operating Expenses	<u>152,226</u>	<u>158,769</u>	<u>2,928</u>	<u>1,937</u>	<u>4,062</u>	<u>4,394</u>	<u>231,513</u>	<u>245,943</u>	<u>780,440</u>	<u>791,214</u>
Operating Surplus/(Subsidy)	35,581	55,533	5,837	248	24,910	6,313	(231,513)	(245,943)	200,381	218,567
Capital Labor	0	0	0	0	0	0	0	0	0	0
Construction Expenses	7,373	0	4,361	0	0	0	0	0	32,771	9,342
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,589</u>	<u>22</u>	<u>1,589</u>	<u>10,064</u>
Total Capital Expenditures	7,373	0	4,361	0	0	0	1,589	22	34,360	19,406
Net Surplus/(Subsidy)	28,208	55,533	1,476	248	24,910	6,313	(233,102)	(245,965)	166,021	199,161

**Cleveland Metroparks
Financial Performance
3/31/2020
Nature Shops and Kiosks**

	Actual Mar '19	Actual Mar '20	Fav (Unfav)	Actual YTD Mar '19	Actual YTD Mar '20	Fav (Unfav)
Retail Revenue	22,713	7,784	(14,929)	46,550	34,776	(11,774)
OpEx:						
Salaries and Benefits	17,272	18,584	(1,312)	49,488	50,822	(1,334)
Contractual Services	0	0	0	0	0	0
Operations	<u>22,182</u>	<u>11,632</u>	<u>10,550</u>	<u>45,242</u>	<u>25,112</u>	<u>20,130</u>
Total OpEx	39,454	30,216	9,238	94,730	75,934	18,796
Op Surplus/(Subsidy)	(16,741)	(22,432)	(5,691)	(48,180)	(41,158)	7,022
CapEx:						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total CapEx	0	0	0	0	0	0
Net Surplus/(Subsidy)	(16,741)	(22,432)	(5,691)	(48,180)	(41,158)	7,022



**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED MARCH 31, 2020**

ACCOUNTS RECEIVABLE

RANGER/COURT FINES RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$769,789	\$48,109	\$28,524	\$36,213	\$882,635

Total
\$50,264

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
03/01/20	PNC Bank	Money Market (A)	30	0.37%	03/31/20	\$18	\$58,520
03/01/20	PNC Bank	Sweep Account (B)	30	1.10%	03/31/20	\$23,750	\$19,448,312
03/01/20	Fifth Third Securities	Money Market (C)	30	1.46%	03/31/20	\$4	\$3,290
03/01/20	STAR Ohio	State pool (D)	30	1.03%	03/31/20	\$23,376	\$27,240,772
03/01/20	STAR Plus	State pool (E)	30	0.94%	03/31/20	\$544	\$693,421

(A) Government Performance Money Market Account.

Investment balance ranged from \$58,502 to \$58,520 in March.

(B) Government Money Market Sweep Account.

Investment average monthly balance (AMB) for February was \$25,876,414. (Sweep interest is based on prior month's AMB).

(C) Federated Government Money Market Account.

Investment balance ranged from \$3,286 to \$3,290 in March.

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

Investment balance ranged from \$12,217,396 to \$27,240,772 in March.

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

Investment balance ranged from \$692,876 to \$693,421 in March.

Source: William Chorba, CFO

04/08/20

CLEVELAND METROPARKS
Appropriation Summary - 2020

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #3 4/16/2020	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 56,164,224	\$ -	\$ 56,164,224	\$ 184,807	\$ (127,282) A	\$ 56,221,749
52	Employee Fringe Benefits	18,489,702	43,861	18,533,563	34,031	-	18,567,594
53	Contractual Services	14,615,911	1,163,297	15,779,208	769,571	(21,804) B	16,526,975
54	Office Operations	24,071,314	2,192,891	26,264,205	2,978,818	28,200 C	29,271,223
	Operating Subtotal	113,341,151	3,400,049	116,741,200	3,967,227	(120,886)	120,587,541
CAPITAL							
571	Capital Labor	900,000	-	900,000	-	-	900,000
572	Capital Construction Expenses	26,205,084	10,954,935	37,160,019	3,296,662	494,930 D	40,951,611
574	Capital Equipment	2,766,476	681,816	3,448,292	458,908	- E	3,907,200
575	Zoo Animals	75,000	5,265	80,265	-	-	80,265
576	Land	2,032,525	12,406	2,044,931	107,690	-	2,152,621
	Capital Subtotal	31,979,085	11,654,422	43,633,507	3,863,260	494,930	47,991,697
TOTALS							
Grand totals		\$ 145,320,236	\$ 15,054,471	\$ 160,374,707	\$ 7,830,487	\$ 374,044	\$ 168,579,238

CLEVELAND METROPARKS**Appropriations 2020 - Legend - Amendment #3****OPERATING****51 SALARIES**

\$ (127,282) Decrease in restricted fund appropriations for Salaries
Correction of required restricted fund appropriations reducing restricted funds to be expended

A \$ (127,282) Total increase (decrease) to Salaries

53 CONTRACTUAL SERVICES

\$ (21,804) Decrease in restricted fund appropriations for Benefits
Correction of required restricted fund appropriations reducing restricted funds to be expended

B \$ (21,804) Total increase (decrease) to Contractual Services

54 OFFICE OPERATIONS

\$200 Increase in restricted fund appropriations for Sales Tax on fundraising sale of K-9 shirts
Appropriation increase will be covered by revenue from sale of K-9 shirts

\$ 3,000 Increase in restricted fund appropriations for Plant Material for Brookside cherry tree plantings
Appropriation increase will be covered by new restricted funds

\$ 20,000 Increase in restricted fund appropriations for Program Supplies for Adventure Fest
Appropriation increase will be covered by existing restricted funds

\$ 5,000 Increase in restricted fund appropriations for Plant Material for Brookside cherry tree plantings
Appropriation increase will be covered by existing restricted funds

C \$ 28,200 Total increase (decrease) to Office Operations

\$ (120,886) TOTAL INCREASE (DECREASE) TO OPERATIONS

CAPITAL**572 CAPITAL CONSTRUCTION EXPENSES**

\$151,340 Increase in restricted fund appropriations for Capital Contracts for parking lot retrofit at The Chalet
Appropriation increase will be covered by grant monies

\$ 260,000 Increase in restricted fund appropriations for Capital Contracts for the Whiskey Island Connector Trail
Appropriation increase will be covered by a grant from Cleveland Water Department

\$ 68,590 Increase in restricted fund appropriations for Capital Contracts for NC Nature Preschool renovation
Appropriation increase will be covered by existing restricted funds

\$ 15,000 Increase in restricted fund appropriations for Capital Contracts for shore stabilization at Whiskey Island
Appropriation increase will be covered by existing restricted funds

D \$ 494,930 Total increase (decrease) to Capital Materials

\$ 494,930 TOTAL INCREASE (DECREASE) TO CAPITAL

\$ 374,044 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT



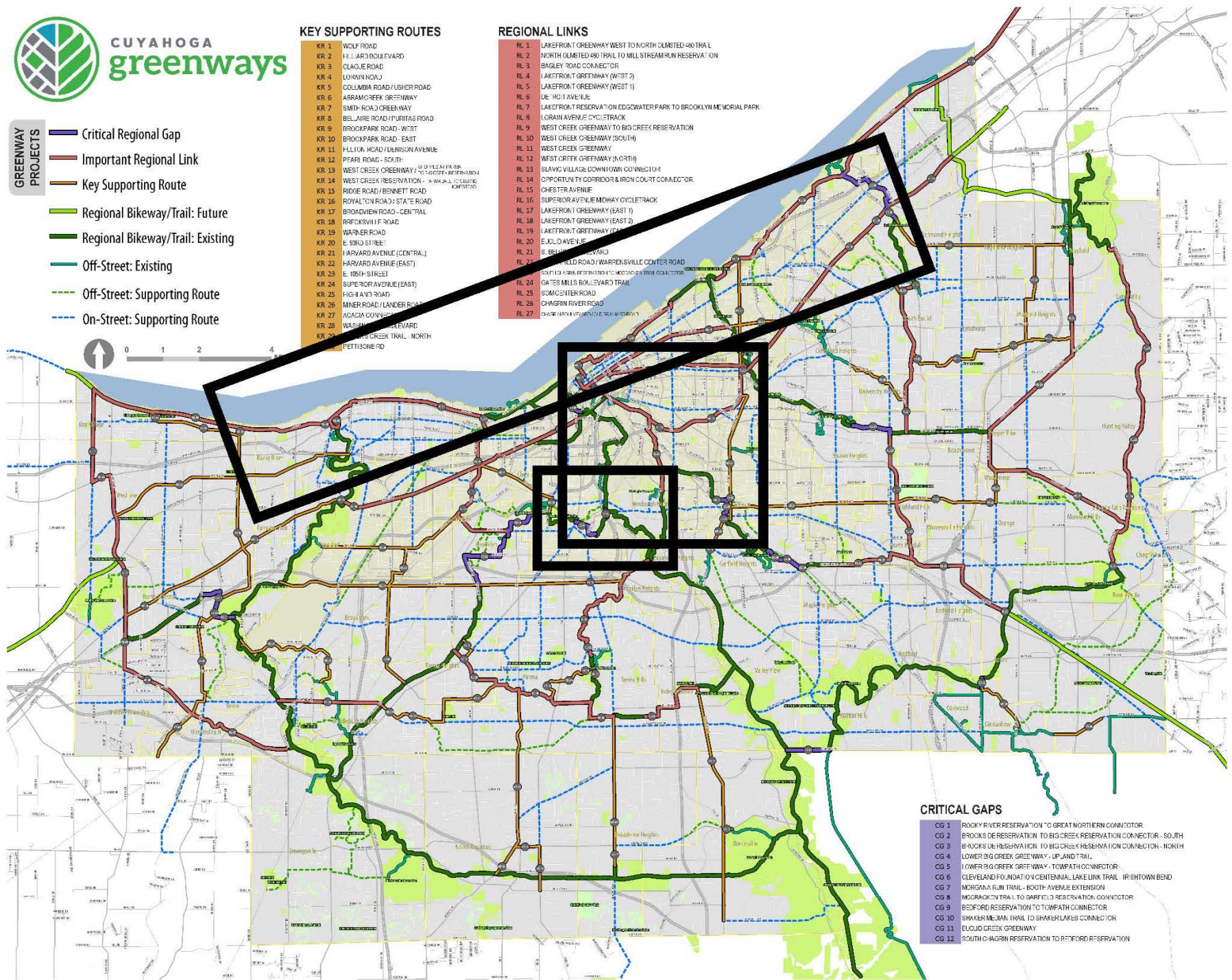
KEY SUPPORTING ROUTES

- KR 1 WOLF ROAD
- KR 2 HILLARY BOULEVARD
- KR 3 OLGAJE ROAD
- KR 4 LORAIN ROAD
- KR 5 COLUMBIA ROAD / FISHER ROAD
- KR 6 ABRAMO-CREK GREENWAY
- KR 7 SMITH ROAD GREENWAY
- KR 8 BELLAIRE ROAD / PURITAS ROAD
- KR 9 BROOKPARK ROAD - WEST
- KR 10 BROOKPARK ROAD - EAST
- KR 11 FULLON ROAD / LUMISON AVENUE
- KR 12 PEARL ROAD - SOUTH
- KR 13 WEST CREEK GREENWAY / TO BIG CREEK RESERVATION
- KR 14 WEST CREEK RESERVATION - TO SHAKER LAKES CONNECTOR
- KR 15 RIDGE ROAD / BENNETT ROAD
- KR 16 ROYALTON ROAD / STATE ROAD
- KR 17 BROADVIEW ROAD - CENTRAL
- KR 18 BRICKSVILLE ROAD
- KR 19 WARNER ROAD
- KR 20 E. 93RD STREET
- KR 21 HARVARD AVENUE (CENTRAL)
- KR 22 HARVARD AVENUE (EAST)
- KR 23 E. 10TH STREET
- KR 24 SUPERIOR AVENUE (EAST)
- KR 25 HIGHLAND ROAD
- KR 26 MINER ROAD / LANDER ROAD
- KR 27 ACACIA DRIVE
- KR 28 WASHINGTON BOULEVARD
- KR 29 WEST CREEK TRAIL - NORTH
- KR 30 PETTIBONE RD

REGIONAL LINKS

- RL 1 LAKEFRONT GREENWAY WEST TO NORTH OLINATED-40 TRAIL
- RL 2 NORTH OLINATED-40 TRAIL TO MILLS STREAM RUN RESERVATION
- RL 3 BINGLEY ROAD CONNECTOR
- RL 4 LAKEFRONT GREENWAY (WEST 2)
- RL 5 LAKEFRONT GREENWAY (WEST 1)
- RL 6 LIEBOLD AVENUE
- RL 7 LAKEFRONT RESERVATION EDGEWATER PARK TO BROOKLYN MEMORIAL PARK
- RL 8 LORAIN AVENUE CYCLISTRACK
- RL 9 WEST CREEK GREENWAY TO BIG CREEK RESERVATION
- RL 10 WEST CREEK GREENWAY (SOUTH)
- RL 11 WEST CREEK GREENWAY
- RL 12 WEST CREEK GREENWAY (NORTH)
- RL 13 SLAVIC VILLAGE DOWNTOWN CONNECTOR
- RL 14 OPPORTUNITY CORRIDOR & IRON COURT CONNECTOR
- RL 15 CHESTER AVENUE
- RL 16 SUPERIOR AVENUE MIDWAY CYCLISTRACK
- RL 17 LAKEFRONT GREENWAY (EAST 1)
- RL 18 LAKEFRONT GREENWAY (EAST 2)
- RL 19 LAKEFRONT GREENWAY (EAST 3)
- RL 20 E. 100th AVENUE
- RL 21 S. BRIMFIELD ROAD / WARRENSVILLE CENTER ROAD
- RL 22 S. BRIMFIELD ROAD / WOODBURN ROAD CONNECTOR
- RL 23 S. BRIMFIELD ROAD / WOODBURN ROAD CONNECTOR
- RL 24 GATES MILLS BOULEVARD TRAIL
- RL 25 SOMERSET ROAD
- RL 26 CHAGRIN RIVER ROAD
- RL 27 CHAGRIN RIVER GREENWAY TO SHAKER LAKES

- GREENWAY PROJECTS**
- Critical Regional Gap
 - Important Regional Link
 - Key Supporting Route
 - Regional Bikeway/Trail: Future
 - Regional Bikeway/Trail: Existing
 - Off-Street: Existing
 - - - Off-Street: Supporting Route
 - - - On-Street: Supporting Route

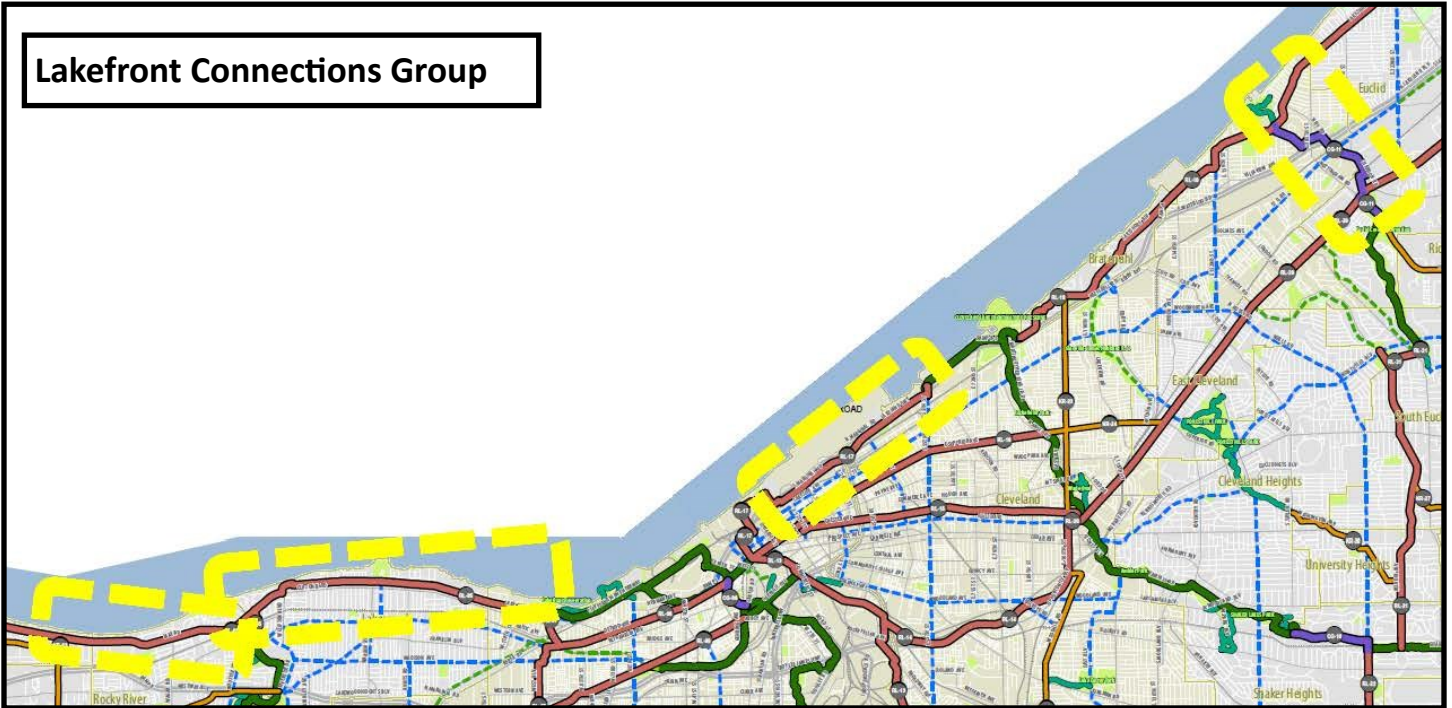


CRITICAL GAPS

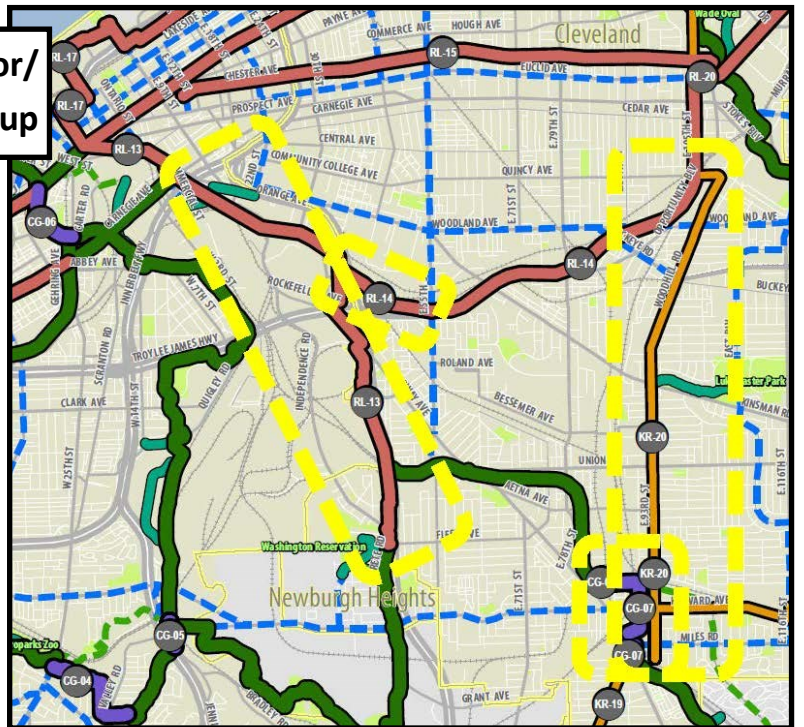
- CG 1 ROCKY RIVER RESERVATION TO GREAT NORTHERN CONNECTOR
- CG 2 BROOKS DE RESERVATION TO BIG CREEK RESERVATION CONNECTOR - SOUTH
- CG 3 BROOKS DE RESERVATION TO BIG CREEK RESERVATION CONNECTOR - NORTH
- CG 4 LOWER BIG CREEK GREENWAY - UP-LAND TRAIL
- CG 5 LOWER BIG CREEK GREENWAY - TOWPATH CONNECTOR
- CG 6 CLEVELAND FOUNDATION CENTENNIAL LAKE LINK TRAIL IRISTOWN BEND
- CG 7 MORGAN RUN TRAIL - BOOTH AVENUE EXTENSION
- CG 8 MORGAN RUN TRAIL TO BARFIELD RESERVATION CONNECTOR
- CG 9 BEDFORD RESERVATION TO TOWPATH CONNECTOR
- CG 10 SHAKER LAKES TRAIL TO SHAKER LAKES CONNECTOR
- CG 11 ELWOOD CREEK GREENWAY
- CG 12 SOUTH CHAGRIN RESERVATION TO BEDFORD RESERVATION

Potential BUILD Planning Grant Application Project Groups

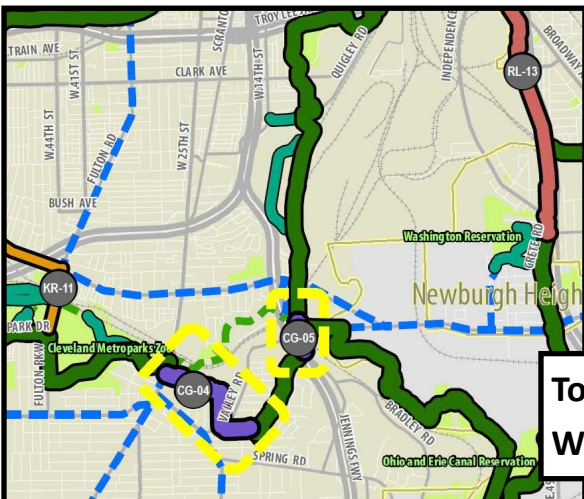
Lakefront Connections Group



Slavic Village Downtown Connector/
Opportunity Corridor Group



Towpath Connection to Pearl/
W. 25th St & Zoo Group



RESOLUTION NO. 20-04-059

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

Attest: _____

Chief Financial Officer

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

Printed Checks dated March 13, 2020 in the amount of \$295,649.64

Printed Checks dated March 20, 2020 in the amount of \$1,614,986.79

Printed Checks dated March 27, 2020 in the amount of \$375,349.96

Wire Transfer dated April 3, 2020 in the amount of \$73,641.15

Printed Checks dated April 3, 2020 in the amount of \$1,143,063.80

Net Payroll dated February 16, 2020 to February 29, 2020 in the amount of \$1,199,280.36

Withholding Taxes in the amount of \$288,068.95

Net Payroll dated March 1, 2020 to March 14, 2020 in the amount of \$1,180,182.12

Withholding Taxes in the amount of \$273,759.13

Bank Fees/ADP Fees in the amount of \$39,592.73

Cigna Payments in the amount of \$445,540.94

ACH Debits (First Energy; Sales Tax) in the amount of \$62,023.30

Visa/Travel Purchasing Card dated March 8, 2020 to April 4, 2020 in the amount of \$202,139.56

Total amount: \$7,193,278.43

PASSED: April 16, 2020

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 20-04-059** listed above.

RESOLUTION NO. 20-04-060

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

Attest: _____

Chief Financial Officer

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

Visa Card-Arborwear dated March 8, 2020 to April 4, 2020 in the amount \$956.50

Total amount: \$956.50

PASSED: April 16, 2020

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 20-04-060** listed above.