

**MINUTES OF THE  
BOARD OF PARK COMMISSIONERS  
OF THE  
CLEVELAND METROPOLITAN PARK DISTRICT  
NOVEMBER 17, 2022**

The Board of Park Commissioners met on this date, Thursday, November 17, 2022, 8:02 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

The roll call showed President Debra K. Berry, Vice President Dan T. Moore, and Vice President Bruce G. Rinker to be present. It was determined there was a quorum. Chief Executive Officer, Brian M. Zimmerman, Chief Financial Officer, Wade Steen, and Sr. Assistant Legal Counsel & Director of Real Estate, Kyle G. Baker, were also in attendance.

**APPROVAL OF MINUTES.**

**No. 22-11-160:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve the minutes from the Regular Meeting of October 20, 2022, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

Nays: None.

**FINANCIAL REPORT.**

Chief Financial Officer, Wade Steen, presented a Comparative Summary of Revenues & Expenditures 2022 vs. 2021 Year-To-Date, and for the Month Ended October 31. Also provided is a Schedule of Accounts Receivable and Investments, which along with the Comparative Summary is found on pages 97327 to 97334.

**ACTION ITEMS.**

- (a) **2022 Budget Adjustment No. 11**  
*(Originating Sources: Wade Steen, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)*

The following amendments are requested for Board approval:

**CLEVELAND METROPARKS  
 Appropriation Summary - 2022**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #11 11/17/2022	Total
		Baseline Budget	Carry Over Encumbrances	Total			
<b>OPERATING</b>							
51	Salaries	\$ 59,806,913	\$ -	\$ 59,806,913	\$ 105,368	\$ -	\$ 59,912,281
52	Employee Fringe Benefits	19,059,340	397,108	19,456,448	331,164	(1,951,219) <b>A</b>	17,836,393
53	Contractual Services	15,366,699	5,491,290	20,857,989	(42,972)	100,916 <b>B</b>	20,915,933
54	Office Operations	25,134,495	3,531,243	28,665,738	679,974	278,767 <b>C</b>	29,624,479
	Operating Subtotal	119,367,447	9,419,641	128,787,088	1,073,534	(1,571,536)	128,289,086
<b>CAPITAL</b>							
571	Capital Labor	800,000	-	800,000	-	-	800,000
572	Capital Construction Expenses	25,598,296	7,601,218	33,199,514	22,549,477	1,668,727 <b>D</b>	57,417,718
574	Capital Equipment	3,656,575	1,435,810	5,092,385	705,126	79,300 <b>E</b>	5,876,811
575	Zoo Animals	75,000	-	75,000	-	-	75,000
576	Land	2,078,500	39,800	2,118,300	-	-	2,118,300
	Capital Subtotal	32,208,371	9,076,828	41,285,199	23,254,603	1,748,027	66,287,829
<b>TOTALS</b>							
Grand totals		\$ 151,575,818	\$ 18,496,469	\$ 170,072,287	\$ 24,328,137	\$ 176,491	\$ 194,576,915

An explanation of adjustments, by category, can be found on pages **97335** to **97338**. The net effect of all adjustments is an increase of \$176,491 which is funded by increased revenue, donations, grants, or received but previously unappropriated funds.

**No. 22-11-161:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve 2022 Budget Adjustment No. 11 for a total increase of \$176,491 as delineated on pages **97335** to **97338**.

Vote on the motion was as follows:

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

Nays: None.

**ACTION ITEMS (cont.)****(b) Request for Approval of 2023 Rates and User Fees**

*(Originating Sources: Wade Steen, Chief Financial Officer/Christopher W. Kuhar, Zoo Executive Director/Joseph V. Roszak, Chief Operating Officer/Kelly M. Manderfield, Chief Marketing Officer)*

The 2023 Rates and User Fees Schedule reflects a summary of each department's current (2022) and proposed (2023) rates and user fees for various services. These rates and fees have been reviewed for appropriateness and for alignment with market comparables. Proposed 2023 Rates and User Fees are included herein (see pages 97339 to 97354).

The proposed rates and fees, if adopted, will become part of the 2023 budgeted revenue assumptions and will be implemented as of January 1, 2023.

**No. 22-11-162:**

It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve the 2023 Rates and User Fees Schedule as included herein.

Vote on the motion was as follows:

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

Nays: None.

**(c) Additional Interim Depositories of Public Funds through September 2025**

*(Originating Source: Wade Steen, Chief Financial Officer)*

**Background**

Consistent with its statutory obligation to choose a bank depository every five years, in 2020, Cleveland Metroparks staff issued Request for Proposals #6499, Comprehensive Banking Services (the "RFP"). On August 20, 2020, pursuant to Resolution No. 20-08-111, the Board approved Huntington Bank to serve as the primary depository for Cleveland Metroparks funds for the five-year period of October 1, 2020 to September 30, 2025. At that time of the RFP, interest rates were such that multiple depositories were unnecessary. Since responses to the RFP, interest rates have changed, and Cleveland Metroparks staff seeks the ability to invest its funds in depositories that offer better rates of return. Pursuant to Ohio Revised Code Section 135.09, if this Board determines the applications at the time of the RFP no longer reflect market rates, it may accept applications from additional institutions for the deposit of interim funds until the end of the current five-year banking period.

Cleveland Metroparks has received additional applications from KeyBank and Huntington Bank to serve as interim depositories. These Banks, listed below, will be contacted for investment quotations as cash is available for investment purposes. The collateralized amount represents the total amount of investment that they are willing to undertake at any one time during the year. Collateralization is accomplished through treasury bills, other governmental agencies or an investment bond at the face value of the

**ACTION ITEMS (cont.)**

amount of the investment. Cleveland Metroparks investments are defined by statute and are found in its Investment Policy. Primarily, they represent certificates of deposit, treasury bills and bills or notes from other governmental agencies guaranteed by the full faith of the Federal Government.

<b>Bank</b>	<b>Collateralized Amount</b>
Huntington Bank	\$50 Million
Key Bank	\$125 Million

**No. 22-11-163:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to find that applications provided to Cleveland Metroparks in 2020 no longer reflect market rates and accept the applications of Huntington Bank and Key Bank to serve as interim depositories for Cleveland Metroparks’ funds for the remainder of the period of banking authorized by Resolution No. 20-08-111, namely through September 30, 2025, at the collateralized amounts shown; further, that the Board authorize the Chief Executive Officer to execute depository contracts and related documents, in form acceptable to the Chief Legal and Ethics Officer, on terms described above.

Vote on the motion was as follows:

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

**(d) *RFP #6446: Horse Stable Operations Renewal – Rocky River Stables***  
*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Katie M. McVoy, Assistant Legal Counsel/Brittany B. Taylor, Senior Legal Assistant)*

**Background**

The Rocky River Stables, Rocky River Reservation, includes an indoor arena, instructor's office, heated viewing room attached to arena, tack rooms, wash racks, feed storage, storage room, offices, tool room, employee’s apartment, lounge, restrooms, and three outdoor training rings. The stable is located in the park system and directly connected to bridle trails along the Emerald Necklace.

On August 23, 2019, Cleveland Metroparks advertised Request for Proposal #6446 for operation of Rocky River Stables with an agreement term of three (3) years with an option to renew for up to three (3) additional years. One proposal was received from Valley Riding, the then-existing operator, which has been operating out of Rocky River Stables for more than 30 years. Pursuant to Resolution No. 19-11-144, the Board approved a three (3) year contract with Valley Riding from January 1, 2020 through December 31, 2022, with an option to renew for three (3) additional years through



**ACTION ITEMS (cont.)**

December 31, 2025. In 2022, Valley Riding provided an annual remittance of \$2,650 and \$3,000 in capital investment; its total remittance over the three-year period from January 1, 2020 through December 31, 2022 was \$7,950 with \$8,000 in capital investment.

Valley Riding has provided the following proposal for the three years from January 1, 2023 through December 31, 2025:

Yearly Annual Remittance:	\$2,650
Yearly Capital Investment:	\$3,000
<b>Total Annual Remittances:</b>	<b>\$7,950</b>
<b>Total Capital Investment:</b>	<b>\$9,000</b>

Staff recommends renewing Cleveland Metroparks' agreement with Valley Riding because of Valley Riding's long history with Cleveland Metroparks, its value to park patrons, including therapeutic riding, and its strong commitment to Cleveland Metroparks' mission and values.

**No. 22-11-164:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to enter into an amendment to agreement in a form approved by the Chief Legal & Ethics Officer, with Valley Riding, Inc., as summarized above and maintained in the bid/proposal file for RFP #6446, for the Horse Stables Operation at Rocky River Stables, for an additional three (3) year period from January 1, 2023 through December 31, 2025, with a total three-year remittance to Cleveland Metroparks of Seven Thousand Nine Hundred Fifty Dollars (\$7,950), and a total of Nine Thousand Dollars (\$9,000) for capital investments.

Vote on the motion was as follows:

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

Nays: None.

(e) ***Adoption of Revised Policy: Trademark and Logo Usage Policy***  
*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal and Ethics Officer/Katie M. McVoy, Assistant Legal Counsel/Priscila A. Rocha, Assistant Legal Counsel/Kelly M. Manderfield, Chief Marketing Officer/Linsey N. Saunier, Brand & Advertising Director)*

Pursuant to Article 1, Section 1(a) of the Board of Park Commissioner By-Laws, the Board must review Board-level policies at least every five (5) years. Existing Board policies which are being reviewed at the five-year anniversary and contain no substantial changes may be adopted upon one public reading. The following policy is before the Board for review of the minor changes and adoption:

**ACTION ITEMS (cont.)****Trademark and Logo Usage Policy**

The Board of Park Commissioners of the Cleveland Metropolitan Park District (Cleveland Metroparks) owns brands, marks, names, and logos which are very important organizational assets. See the revised, attached Exhibit A which includes the current Cleveland Metroparks' trademarks and logos.

The Cleveland Metroparks Trademark and Logo Usage Policy sets forth the authorized policies for using or referring to Cleveland Metroparks brands, trademarks, product and service names, logos and slogans.

The full Policy can be found at pages 97355 to 97360.

**No. 22-11-165:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to adopt the revised "Trademark and Logo Usage Policy" for implementation pursuant to Article 1, Section 1(a) of the Board's By-Laws.

Vote on the motion was as follows:

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

Nays: None.

**(f) *Authorization of Land Acquisition: Stowell Property, Big Creek Reservation (± 1.45 acres)***

*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Kyle G. Baker, Director of Real Estate & Senior Assistant Legal Counsel/Stephanie A. Kutsko, Senior Real Estate Manager/Nate Hoover, Land Conservation Manager)*

Cleveland Metroparks has the opportunity to acquire a ± 1.45-acre property located at 18150 Fowles Road in the City of Middleburg Heights (the "Stowell Property") and adjacent to Big Creek Reservation (reference map, page 97361). In 2016, Cleveland Metroparks acquired a 0.92-acre property, the Kisil Property, to the east of the Stowell Property to buffer the Lake-to-Lake Trail in Big Creek Reservation ("Trail"). The Trail is a universally accessible all-purpose trail and is a highlight of the reservation. The Trail travels through headwater wetlands and connects Lake Abram and Lake Isaac, the largest kettle lakes in Cuyahoga County.

Mary Lee Stowell has agreed to sell the Stowell Property via fee simple title for \$220,000. The acquisition will provide a buffer to the Trail and a more welcoming and natural trail experience as visitors enter the Trail from Fowles Road.

**No. 22-11-166:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the acquisition of fee simple title of ± 1.45 acres as hereinabove described, from Mary Lee Stowell for a purchase

**ACTION ITEMS (cont.)**

price of \$220,000 subject to the approval of the environmental assessment report and evidence of title, including exceptions to title, by the Chief Legal and Ethics Officer; further, that the Board authorize the Chief Executive Officer to execute agreements, together with supplemental instruments 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.

- (g) ***Authorization to Submit Grant Application to U.S. Environmental Protection Agency's Brownfields Assessment Grants Program***  
*(Originating Sources: Natalie Ronayne, Chief Development Officer/Kyle Baker, Senior Assistant Legal Counsel & Director of Real Estate/Stephanie Kutsko, Senior Real Estate Manager/Nate Hoover, Land Conservation Manager/Kristen Trolio, Director of Grants)*

**Background**

The U.S. Environmental Protection Agency (USEPA) provides Brownfields Assessment Grants to inventory, assess, develop plans for, and conduct community outreach related to brownfield sites, or sites that are or may be contaminated with hazardous substances or petroleum products. The USEPA's Community-Wide Assessment Grants program provides funds to entities to perform the above-mentioned activities throughout their jurisdiction as needed over a four-year time period.

Cleveland Metroparks will submit an application to the USEPA's Community-Wide Assessment Grants program to include the entirety of the Cuyahoga County (the Park District's tax district) except the city of Cleveland, as the city plans to pursue these same funds for its jurisdiction. A map of the proposed project area is on page **97362**.

Cleveland Metroparks has identified several key properties to assess as part of this project, which may include, but is not limited to: the Harshaw Chemical and BGD properties in the city of Cuyahoga Heights; the Parmadale property in the city of Parma; Silver Oak Land Development, Inc. property in Oakwood Village; and the Harvard Landfill property in the cities of Cuyahoga Heights and Garfield Heights.

Cleveland Metroparks will request \$500,000 for property assessments and re-use plans with an end goal of creating additional public greenspace on these properties. The assessments are the next needed steps in the planning process. No matching funds are required for this program.

The required resolution is on page **97363**.

**ACTION ITEMS (cont.)**

**No. 22-11-167:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the submittal of a grant application to the U.S. Environmental Protection Agency's Brownfields Community-Wide Assessment Grants program for funding assistance in the amount of ±\$500,000 as described above; to authorize and agree to obligate all funds required to satisfactorily complete the proposed projects and become eligible for reimbursement under the terms and conditions of the program; and further, that the Board authorize the Chief Executive Officer to enter into agreement(s) and execute any other document(s) as may be required to accept the grant upon award; form of document(s) to be approved by Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

**(h) *Authorization to Submit Grant Application and Commit to Install and Maintain Navigational Buoys for Huntington Beach and Euclid/Villa Angela Beach***  
*(Originating Sources: Natalie Ronayne, Chief Development Officer/ Christy Moore, Director of Aquatics/Kristen Trolio, Director of Grants)*

**Background**

The Ohio Department of Natural Resources Division of Parks and Watercraft offers grants through the Navigational Aids program for buoys to mark Ohio's waterways to improve safety for both beach users and recreational boaters. If awarded, the requested buoys will be provided at no cost to Cleveland Metroparks and the Park District will commit to installation and maintenance of the buoys.

Cleveland Metroparks received buoys for both Huntington and Euclid/Villa Angela Beaches in 2015 and requests replacement buoys through this program for both locations. Cleveland Metroparks submitted two grant applications to the Ohio Department of Natural Resources Navigational Aids program for the following:

- Three (3) buoys to designate "No Wake Zone" and four (4) buoys to designate "No Boats" at Huntington Beach; and,
- Five (5) buoys to designate "No Boats" at Euclid/Villa Angela Beach.

The required grant resolution is on page **97364**.

**No. 22-11-168:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the submittal of two grant applications to the Ohio Department of Natural Resources for seven (7) buoys for Huntington Beach and five (5) buoys for Euclid/Villa Angela Beach through the Navigational Aids grant program as described above; to

**ACTION ITEMS (cont.)**

obligate the staff labor to install and maintain the buoys; and further, that the Board authorize the Chief Executive Officer to enter into agreements and execute any other document(s) as may be required to submit the applications and accept the buoys upon award; form of document(s) to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

**(i) *Lakefront Reservation: Authorization to Enter into Grant Agreement and Commit Funds***

*(Originating Sources: Natalie Ronayne, Chief Development Officer/Jim Rodstrom, Director of Construction/Kristen Trolio, Director of Grants)*

Cleveland Metroparks has received a grant award of \$272,500 from the National Fish and Wildlife Foundation's Sustain Our Great Lakes program to add green infrastructure elements to the parking areas in Edgewater Park and at the Lakefront Administration Building. The mission of the Sustain our Great Lakes program is to protect and restore habitat throughout the Great Lakes basin, particularly in areas that have been negatively affected by human activity. Green infrastructure is a priority of this program. The program is a public-private partnership funded by government agencies, private foundations, and corporations and administered by the National Fish and Wildlife Foundation.

The parking area in Edgewater Park is a 5-acre paved parking area that provides parking for ±550 vehicles. Cleveland Metroparks will add 10,800sf of vegetated bioswales to the existing parking area to reduce the volume of stormwater that enters Lake Erie by 3,626,792 gallons/year. The project includes retrofits to the existing catch basins and installation of new storm sewer conveyance systems to direct all stormwater runoff to the vegetated bioswales. The proposed site plan for the project is on page 97365.

The parking area at the Lakefront Administration Building is a 1.5-acre paved parking area that provides ±80 parking spaces for the public and staff. Cleveland Metroparks will add 4,200sf of vegetated bioswales to the parking area to reduce the volume of stormwater that enters Lake Erie from this location by 1,711,102 gallons/year. The proposed site plan for the project is on page 97366.

The Sustain our Great Lakes Program requires a 1:1 match of local funds. The H2Ohio Program administered by the Ohio Department of Natural Resources has also committed \$250,000 towards this project as the green infrastructure retrofits meet this program's goal of improved water quality in the Lake Erie watershed.

**ACTION ITEMS (cont.)**

The budget for this project is below:

Sustain our Great Lakes	\$272,500
H2Ohio	\$250,000
Cleveland Metroparks	\$ 22,563
<b>TOTAL:</b>	<b>\$545,063</b>

- No. 22-11-169:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to enter into a grant agreement with the National Fish and Wildlife Foundation for ±\$272,500; to enter into a grant agreement with the Ohio Department of Natural Resources for ±\$250,000; to authorize and agree to obligate the required matching funds of ±\$22,563 and all funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the programs; and further, that the Board authorize the Chief Executive Officer to enter into agreements and execute any other documents as may be required to accept the grants upon award; form of documents to be approved by Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

- (j) ***2023 Operating Agreement between Cleveland Metroparks and the Cleveland Zoological Society***  
(*Originating Source: Christopher W. Kuhar, Zoo Executive Director*)

**Background**

The Cleveland Zoological Society generates philanthropic and community support for Cleveland Metroparks Zoo and shares the Zoo's mission. Since 1998, Cleveland Zoological Society and Cleveland Metroparks have worked together under an operating agreement which has provided operating support to Cleveland Metroparks varying between 65% and 72% of the revenue generated from sales of the general membership program.

The Operating Agreement was modified in 2021 to streamline fundraising efforts for Cleveland Zoological Society and provide focused operational goals for the Zoo. The operating terms were modified such that 70% of membership revenue is returned to Cleveland Metroparks as commission, with 60% of that revenue being credited to the Cleveland Metroparks general fund and 10% of that revenue being held in a restricted fund for conservation support.

This agreement proved to be highly successful, and we propose a one-year extension of the existing agreement.

**ACTION ITEMS (cont.)****Proposal for a One-Year Operating Agreement**

Both Cleveland Zoological Society and Cleveland Metroparks have agreed upon operating terms whereby 70% of membership revenue is returned to Cleveland Metroparks as commission, with 60% of that revenue being credited to the Cleveland Metroparks general fund and 10% of that revenue being held in a restricted fund for conservation support.

As its contribution to this thriving public/private partnership, Cleveland Metroparks has and will continue to provide office space and operational support of the Zoological Society membership and fund raising activities.

- No. 22-11-170:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to amend the Operating Agreement with the Cleveland Zoological Society for 2023, in a form approved by the Chief Legal and Ethics Officer, whereby the Cleveland Zoological Society will, through December 31, 2023, guarantee general operating support of 60% of their revenue from the general membership program be directed to Cleveland Metroparks general fund, and 10% of the revenue from the general membership program going to a restricted fund for conservation.

Vote on the motion was as follows:

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

Nays: None.

- (k) ***Award of RFP #6674-b – Construction Manager at Risk for Cleveland Metroparks Huntington Playhouse Renovation, Huntington Reservation***  
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/  
Keith Carney, Project Manager/Michele Crawford, Project Coordinator)

**Background**

On September 8, 2022, Cleveland Metroparks advertised a Request for Qualifications (RFQu #6674) for interested parties to submit qualifications related to the performance of Construction Manager at Risk for the Cleveland Metroparks Huntington Playhouse Renovation, Huntington Reservation (“Project”). The execution of the Project is summarized in a Project Development Agreement between BAYARTS, INC. (“BAYarts”) and Cleveland Metroparks which was executed on April 25, 2022, which Project Development Agreement makes BAYarts responsible for paying for the renovations. The Board authorized an extension to the License Agreement with BAYarts on October 20, 2022, pursuant to Board Resolution No. 22-10-150. The Project’s desired outcome is to undertake improvements to a substantial portion of the Playhouse Building in support of a long-term plan to improve the building and provide additional amenities to the users of BAYarts and the public. The Project will occur in 2 phases and include modifications to allow for hosting catered events, renovation of the stage area, and

**ACTION ITEMS (cont.)**

creation of classroom space. Like the selection of the Construction Manager at Risk considered herein, the design will be mutually acceptable to Cleveland Metroparks and BAYarts.

**RFQu Response and Analysis**

Cleveland Metroparks staff prepared RFQu #6674 and requested that the respondents demonstrate qualifications relative to the scope of the Project, which includes working in an operating environment and among program students. The construction manager at risk RFQu yielded six (6) responding construction manager at risk firms. Each firm’s statements of qualifications were reviewed by a panel of Cleveland Metroparks staff including Michele Crawford, Sean McDermott, and Keith Carney. BAYarts staff and BAYarts consultants including Nancy Heaton, Beth Milli and John Williams provided feedback on the shortlist selections.

Through an independent evaluation of the qualifications, the review panel determined a short list of three firms and requested a proposal (RFP# 6674-b) from each. Following receipt of the proposal, each short-listed firm was interviewed. Following the interviews, the proposals from each short-listed construction management firm were then ranked by the panel in compliance with the Ohio Revised Code (ORC). As permitted by the ORC, both the qualifications of the firm and their proposed price are blended to produce a “best value” score. At Cleveland Metroparks election, qualifications are weighted at 60% and price at 40%. Below is a listing of the three short-listed firms, and their correlating “best value” score as determined by the Cleveland Metroparks staff.

Cleveland Metroparks	
Construction Manager at Risk for Cleveland Metroparks Huntington Playhouse Renovation Huntington Reservation	
RFQu #6674-b	
<b>Construction Manager (at Risk) Firms</b>	<b>Short List</b>
Constructability, Inc.	
Lawler Construction	X
Next Generation Services	
Schirmer Construction	
Regency Construction	X
Turner Construction	X

**RFP#6674-b Results**

Ranking	Construction Manager (at Risk) Firm	Price (sum)	(1) Price Component (40 pts max)	(2) Qualifications Component (60 pts max)	(1)+(2) Best Value Score (100 pts max)
1	Regency Construction Services, Inc.	\$110,463	23.7	58.2	81.9
2	Lawler Construction	\$78,450	40	41.4	81.4
3	Turner Construction	\$97,100	30.5	50.4	80.9

The price reflected in the above table includes the preconstruction services fee, the preconstruction stage compensation, estimated general conditions costs (based on



**ACTION ITEMS (cont.)**

percentage of construction cost), and the construction manager at risk fee (based on percentage of construction cost). The current construction cost for Phase 1 is estimated at \$650,000. Once construction documents are nearing finalization, staff will return to the Board to set a Guaranteed Maximum Price for each phase of construction, at which time the construction costs, the general conditions costs, and the construction manager fee will be finalized. Upon the negotiation of a contract with the recommended construction manager, Regency Construction Services, Inc., the preconstruction stage compensation will be established at \$9,973.

**RFP Analysis**

Staff recommends the construction manager at risk contract be negotiated with and awarded to **Regency Construction Services, Inc.** (“Regency”). Regency, a local company based in Brook Park, Ohio has had a presence in Cleveland since 1994 and has completed over \$2 billion of construction projects since inception and has a staff of approximately 70 employees. Regency has most recently worked on the Eagle Zip Adventure Zip Line and previously completed multiple projects at Cleveland Metroparks Zoo. Regency’s experience with similar and complementary projects, specificity in the interview and proposal towards suggested project phasing establishes their firm as the “best value” when ranked against the other short-listed construction manager (at risk) firms. BAYarts was impressed with the noted value-add recommendations for a successful project. Notwithstanding, both Lawler Construction and Turner Construction teams submitted thorough and competitive proposals and interviewed extremely well.

**No. 22-11-171:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to enter into a Guaranteed Maximum Price contract with **Regency Construction Services, Inc.**, being ranked as the “best value” for RFP #6674-b, Cleveland Metroparks Huntington Playhouse Renovation, **inclusive of \$9,973 for preconstruction stage compensation.** In the event that a GMP contract cannot be negotiated with the construction manager, a contract would then be negotiated, per Ohio Revised Code, with the next ranked construction manager, who the Board, in its discretion, has reflected in the minutes as being the next ranked construction manager. 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.)**

- (I) ***Contract Amendment 1553 – Heritage 1 and Rivergate Park Boat Slips – Construction Manager at Risk – Guaranteed Maximum Price 3***  
*(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer)*

**Background**

On July 16, 2020, Cleveland Metroparks advertised for a Request for Qualifications (RFQu #6502) for firms to submit qualifications for the construction management (at risk) of the Heritage 1 and Rivergate Park Boat Slips (“Project”). As presented to the Board on October 15, 2020, the Project includes adding boat docks to Heritage 1 and Rivergate parks.

On October 15, 2020, the Board awarded a Construction Manager at Risk Contract to Schirmer Construction LLC (“Schirmer”) for the Project. At the time of the Board’s award, only the preconstruction stage compensation was fixed at \$19,000. Per the contract, a Guaranteed Maximum Price (GMP) for construction is then developed and brought back to the Board for approval.

On August 19, 2021, the Board approved Guaranteed Maximum Price 1 (“GMP 1”) in the amount of \$232,728.28 for the first phase of the Project including the site clearing, demolition, deconstruction, temporary fencing, and salvaging operations related to the deck structure at Heritage Park 1.

On November 18, 2021, the Board approved Guaranteed Maximum Price 2 (“GMP 2”) (Change Order #1) in the amount of \$2,757,155.58 for Project components including floating docks & gangways, armor stone, site work, flatwork, railings, restoration and a portion of the utilities.

On February 23, 2022, Change Order #2 was approved in the amount of \$39,766.90 to add the responsibility for dredge disposal to Schirmer’s contract and remove it from Cleveland Metroparks responsibility as it was originally envisioned and budgeted.

**GMP 3 Establishment**

Major progress has occurred with the docks now delivered and installed. The outstanding work to be completed prior to opening of the docks to the public includes the wiring and installation of pedestals for each dock slip, light pole installation, wire pulling and plumbing connections. Additional work requested that is represented in the costs below include marine-grade electrical enclosure, addition of a fire line vault and fire hydrant, dry suppression system modifications and additional piling lengths.

Schirmer has established the below Guaranteed Maximum Price 3 (“GMP 3”):

<u>Item</u>	<u>Cost</u>
Final Electrical Components and Installation	\$ 224,395.00
Final Plumbing Components and Installation	\$ 83,703.00
Maritime – Work via Vessel (additional work)	<u>\$ 55,653.00</u>
Cost of Work Subtotal	\$ 363,751.00

**ACTION ITEMS (cont.)**

General Conditions (7.20%)	\$ 26,190.07
CMR Fee (3.50%)	\$ 12,731.29
Contingency (.50%)	<u>\$ 1,818.76</u>
<b>Total</b>	<b>\$ 404,491.12</b>

Schirmer’s construction schedule associated with the proposed GMP 3 anticipates a spring 2023 project delivery barring any further procurement delays, which have proven especially problematic for the fabrication of the docks and the yet to be delivered electrical components. Cleveland Metroparks staff will continue to monitor construction progress and supply chains and provide updates to the Board.

**No. 22-11-172:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price (GMP) contract with **Schirmer Construction LLC** for the construction of RFP-b #6502, the Heritage 1 and Rivergate Park Boat Slips, to reflect a **GMP 3** in the amount of **\$404,491.12**, which will be an amount in addition to the \$3,048,650.76 formerly awarded for Change Order #2, GMP 2, GMP 1 and preconstruction services, for a **total contract value of \$3,453,141.88**, in a form to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

**(m) *Ohio Department of Transportation (ODOT) Municipal Bridge Inspection Program 2023***

*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Christopher J. Papp, P.E. Civil Engineer)*

**Background**

Cleveland Metroparks has an annual program to provide safety inspections for all 49 of our public vehicular bridges, as required by Ohio law. The program also can include any other inspection, analysis, design and construction support services that Cleveland Metroparks decides to execute. The present consultant, Arcadis, started a five-year Professional Services Agreement in 2020 to perform the required inspections services.

The Ohio Department of Transportation (ODOT), from time to time, initiates a program to support local municipalities, including park districts, with their annual bridge safety inspection programs by performing a limited scope of inspections for one (1) year (2023). If Cleveland Metroparks participates, the scope of services ODOT will provide will include field work and uploading of results to ODOT’s database system but will not include an annual summary report, recommendations on repair, or detailed analysis. The

**ACTION ITEMS (cont.)**

scope that is not performed by ODOT will then be performed by Arcadis, following an acceptance of a request for proposal.

ODOT will perform inspections of many of Cleveland Metroparks' bridges, although ODOT's inspection will not include all of bridges. Bridges that have a general appraisal of 7 or higher (provided they have had a couple of inspection cycles) will not be inspected on an annual frequency and be inspected at a 24-month frequency. Bridges rated a 6 or below will be inspected by ODOT. Furthermore, ODOT's work will not include inspection of the Cleveland Metroparks' trail bridges, with the exception of several trail bridges over public roadways. Implementing ODOT's program will require coordination with Arcadis and will provide benefit to Cleveland Metroparks.

The form of the Preliminary Legislation is on pages 97367 to 97369.

**No. 22-11-173:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to execute the Preliminary Legislation documents with the **Ohio Department of Transportation** for the 2023 Bridge Inspection Program in a form approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

(n) ***Award of Emergency Contract – Gorge Parkway Retaining Wall Extension, Bedford Reservation – Emergency Bid No. #6707***  
(*Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Bob Burichin, Project Manager*)

**Background**

Gorge Parkway, located in the Bedford Reservation along Tinker's Creek, has history of slope failures that threaten the roadway. In the summer of 2018, Suburban Maintenance Construction Inc. (SMCI), through a competitive bid, was contracted to build a one hundred lineal foot retaining wall to stabilize a section of slope failure between Tinker's Creek and Gorge Parkway just west of Hermit's Hollow (Resolution No. 18-04-059). SMCI completed this work in 2018 for a total cost of \$331,656.55. The wall was built to the highest quality and brought permanent stabilization to this section of slope, as well as Gorge Parkway. Since construction, the retaining wall since constructed has performed in the intended manner and was designed so that future extensions could be accomplished.

Staff has continued to monitor the slope failures in the vicinity since the wall was installed in 2018. In recent months a major slope failure has progressed north of the retaining wall and now threatens the stability of Gorge Parkway. The slope requires

**ACTION ITEMS (cont.)**

immediate repair to prevent Gorge Parkway from closure to vehicular traffic and potential loss of the roadway. Engineering plans have been recently completed to address the immediate need.

**Emergency Bid #6707 Analysis**

Cleveland Metroparks requested SMCI to provide pricing to extend the wall they installed in 2018 an additional 100 feet to the north where the roadside slope failure is occurring. SCMI's past performance, competitive price for the 2018 installation, and specific knowledge of the project prove valuable to the success and immediate timeliness of extending the wall. The scope is almost identical to the original project, with both walls being designed as a cast in place structures sitting on a grade beam supported by 42" diameter drilled shafts. Once the wall is installed, this will provide permanent stabilization to the slope at this location and if slope stability issues persist to the north (or south) the wall could then be additionally extended at that time.

SMCI proposes to perform the Tinkers Creek Gorge Parkway Emergency Slip Wall Extension at a cost not to exceed \$420,000 based on 2022 material and subcontractor pricing. This price is in line with Ohio Department of Transportation (ODOT) Construction Cost Index inflation rates accrued over the past four (4) years, totaling a 26.2% increase in construction costs. The currently proposed 2022 cost is also only 5% over the 2018 engineer's estimate of \$400,000 for a comparable scope of work.

SMCI understands that this is an immediate repair and anticipates commencing work as soon as possible. The current pricing is based on commencing work in 2022. The published July 2022 Construction Cost Outlook predicts that construction cost inflation will be 5.9% in 2023. SMCI has already been advised by their supplier that concrete prices will increase a minimum of \$20.00 per cubic yard as soon as January of 2023 which is even higher than the predicted 5.9% inflation rate published. With concrete escalation already being known, and with the current status of supply chain issues and material availability, the price is subject to the availability of material at time of purchase.

**No. 22-11-174:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to enter into an emergency contract with **Suburban Maintenance Construction, Inc.**, for Gorge Parkway Retaining Wall Extension, Bedford Reservation, **Emergency Bid #6707**, for the **not-to-exceed amount of \$420,000** as outlined above in a form acceptable to the Chief Legal and Ethics Officer, pursuant a proposal dated November 7, 2022.

Vote on the motion was as follows:

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

Nays: None.

**AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES.**

**No. 22-11-175:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the following awards:

- (a) **Commodities Usage Report:**
  - **Bid #6565:** **Topsoil, Mulch, Golf Course Construction Mix, and Ball Diamond Material (see page 97291);**
- (b) **RFP Renewal #6530:** **Information Systems Staff Augmentation (see page 97292);**
- (c) **Bid #6689:** **Pit Toilet Cleaning Services (see page 97294);**
- (d) **Bid #6694:** **Testing and Repair of Backflow Preventers, and Emergency Water System Repairs (see page 97296);**
- (e) **Sourcewell Co-Op #6698:** **2023 Operational Purchases (Smallwares, Disposables) and Capital Equipment (see page 97298);**
- (f) **NCPA Co-Op #6703:** **Various Office Supplies (see page 97300);**
- (g) **Single Source #6705:** **Ice Cream (see page 97301); and,**
- (h) **Single Source #6706:** **2023 Beer, Wine and Spirits for Resale (see page 97302).**

Vote on the motion was as follows:

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

Nays: None.

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

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

**BID #6565:** **TOPSOIL, MULCH, GOLF COURSE CONSTRUCTION MIX, AND BALL DIAMOND MATERIAL** to be supplied on an “as needed” basis to various locations throughout Cleveland Metroparks for a 29-month period beginning July 1, 2021 through November 30, 2023

ORIGINAL ESTIMATE \$250,000

(90% = \$225,000)

The estimated encumbrance was based upon a 29-month spend of topsoil, mulch, golf course construction mix, and diamond clay material for various locations throughout the Park District. With the variety of in-house projects, rehabilitation of property (at various reservations), the pump track at Ohio Erie & Canal Reservation, and the addition of five (5) months to the contract compared to prior years, additional funding is required. The requested commodity adjustment pays current invoices and anticipates remaining orders through November 30, 2023.

ORIGINAL AWARD (5/20/21):	\$250,000
<u>Additional Consumption/Final “Close-out” Estimate:</u>	<u>125,000</u>
<b>REVISED TOTAL AWARD:</b>	<b>\$375,000</b>

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to amend Resolution No. 21-05-065 to accommodate usage in excess of the original estimate as follows:

**No. 21-05-065:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize a split award for topsoil, mulch, golf course construction mix, and ball diamond material, as noted in the bid summary and at the unit prices set forth in the Bid #6565, to the following lowest and best bidders: **Pete & Pete Container Service, Inc., Arms Trucking Company, and Three Z, Inc.**, to be supplied “as needed” for a 29-month period beginning July 1, 2021 through November 30, 2023, for a **total cost not to exceed \$250,000 \$375,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase. In the event a vendor cannot satisfy the bid, the award will be further divided between the remaining lowest and best bidders or given to the bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety.

Vote on the motion was as follows:

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

Nays: None.

**(See Approval of this Item by Resolution No. 22-11-175 on Page 97290)**

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

**RFP RENEWAL #6530 SUMMARY:      **INFORMATION SYSTEMS STAFF  
AUGMENTATION****

<b>HIGHLIGHTS AT A GLANCE</b>
2022 YTD Estimated Expenditures = \$126,878.45
2023 Estimate = \$250,000.00

**Background**

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

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

Cleveland Metroparks staff issued a Request for Proposal (RFP) in 2020 for an initial two (2) year term (January 1, 2021 through December 31, 2022) with an option to renew for up to two (2) additional one-year (1-year) terms to select a list of companies for which Cleveland Metroparks could obtain certain contractors to assist Cleveland Metroparks with IT services. This competitive process allows Cleveland Metroparks to select the best contractors for the required job while maintaining financial objectivity. Therefore, the below companies were selected in order to provide IT related services on an “as-needed” basis. The RFP looked at various companies examining three criteria including: statement of capability (experience, resumes), prior work history & overall company (previous work with government, process, etc.), and average pricing. All of this concluded with an overall score highlighting the awarded clients below. The Board approved the following list of vendors as potential service providers for the prior two-year (2-year) period.

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

<b>Vendor</b>	<b>Statement of Capability (Exp/Resumes) - 40%</b>	<b>Prior Work History - 30%</b>	<b>Pricing Score - 30%</b>	<b>Total</b>
Beacon Systems, Inc	35	28	30	93
Convertex Technologies	40	20	30	90
Dataman USA	35	30	20	85
DevCare Solutions	40	25	20	85
Global Solutions Group	35	20	30	85
TMH Solutions	35	30	20	85
ComTec Consultants	33	20	30	83
Saigan Technologies	35	18	30	83
Robert Half	35	25	20	80
Vertex Computer Systems	35	25	20	80
Infojini	38	20	20	78



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

<b>Vendor</b>	<b>Statement of Capability (Exp/Resumes) - 40%</b>	<b>Prior Work History - 30%</b>	<b>Pricing Score - 30%</b>	<b>Total</b>
Diskriter, Inc	30	15	30	75
Maven Workforce	30	15	30	75
Randstad Tech	30	25	20	75
SJN Data Center/Encore	30	25	20	75
Pomeroy	35	18	20	73
Provato	30	22	20	72
Beacon Hill Staffing Group	30	20	20	70
Paramount Software Solutions	18	20	30	68
SecurityZeal	20	18	30	68

\*Please note other vendors/consultants may be chosen throughout 2023 through the State of Ohio Cooperative Contract or another cooperative agreement available to government entities.

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

The Purchasing Department recommends renewal of the contracted services from the vendors/consultants listed above to be provided on an “as needed” basis for an additional one (1) year period beginning January 1, 2023 through December 31, 2023, renewable for up to one (1) additional one (1) year term at Cleveland Metroparks’ sole discretion.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and various consultants listed and summarized above, and maintained in the proposal file for RFP Renewal #6530, for a one (1) year contract beginning January 1, 2023 through December 31, 2023, with an option to renew for up to one (1) additional one (1) year term, for a **total one (1) year cost not to exceed \$250,000** and a **total four (4) year cost not to exceed \$800,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 22-11-175 on Page 97290)**

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

**BID #6689 SUMMARY:** **PIT TOILET CLEANING SERVICES** to be supplied on an “as needed” basis throughout Cleveland Metroparks for a three (3) year period beginning January 1, 2023 through December 31, 2025 with an option to renew for an additional three (3) year period from January 1, 2026 through December 31, 2028

<b>HIGHLIGHTS AT A GLANCE</b>
2022 YTD Estimated Expenditure = \$69,754.01
2023-2025 Estimate = \$353,080.00

**Background**

In 2021, Cleveland Metroparks solicited bids on two (2) separate occasions to procure bundled services for sewer, pit toilet, and grease trap cleaning services. Bid invitations were provided to 474 potential vendors with the initial solicitation and 478 potential vendors for the second solicitation. These solicitations did not result in viable providers for these services. As a result, these services were split into three (3) categories: 1) Pit Toilet Cleaning Services, 2) Sewer and Sanitary Waste Removal Services, and 3) Grease Trap Cleaning Services.

Of the ±17 vendors contacted and/or invited to submit quotes for the pit toilet cleaning services, Purchasing received one viable quote from United Rentals. United Rentals was selected based on overall best value and positive historical, and existing, service partnerships with the Park District.

In October 2022, the Purchasing Department solicited bids for pit toilet cleaning services located in various areas throughout the Park District on an “as needed” basis. Cleveland Metroparks currently has approximately 75 such toilets (ranging in vault capacity from 500-3000 gallons each).

Bid invitations were provided to 521 potential vendors and United Rentals was the only respondent. Based on cost efficiencies, service response times, immediate availability, and overall best value, the Purchasing Department recommends United Rentals for pit toilet cleaning services. The bid unit prices will show an increase of 5-12% compared to the current contract.

The new contract term is for a three (3) year period beginning January 1, 2023 through December 31, 2025, with an option to renew for an additional three (3) year period from January 1, 2026 through December 31, 2028 at Cleveland Metroparks’ sole discretion. A five (5) percent escalation of all bid prices will be incurred annually.

**RECOMMENDED ACTION:**

That the Board authorize an award for the purchase of Pit Toilet Cleaning Services as specified in Bid #6689 throughout Cleveland Metroparks on an “as needed” basis, to be provided for a three year period beginning January 1, 2023 through December 31, 2025, from the lowest and best bidder, **United Rentals**, for an initial annual cost in the amount of \$112,000 or a total three (3) year cost in the amount of \$353,080, with an option to

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

renew for an additional three (3) year period, and to include an annual five (5) percent cost escalation, for a total six (6) year cost in the amount of \$761,814.23. In the event the log of consumption exceeds 90 percent of the estimate, an action item will be presented to the Board requesting an increase. In the event this vendor cannot satisfy the bid, the award will be given to the bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

**(See Approval of this Item by Resolution No. 22-11-175 on Page 97290)**

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

**BID #6694 SUMMARY:**     **TESTING AND REPAIR OF BACKFLOW PREVENTERS, AND EMERGENCY WATER SYSTEM REPAIRS** to be supplied on an “as needed” basis throughout Cleveland Metroparks for a two (2) year period beginning January 1, 2023 through December 31, 2024 with an option to renew for an additional two (2) year period from January 1, 2025 through December 31, 2026

<b>HIGHLIGHTS AT A GLANCE</b>
2021/2022 YTD Estimated Expenditure = \$115,488.82 (plus \$16,000 in parts allowance)
2023/2024 Estimate = \$171,934.00 (plus \$30,000 in parts allowance)

**Background**

The Purchasing Department requested bidders to provide testing and repair of backflow preventers, and emergency water system repairs by location, size, manufacturer, and serial number throughout Cleveland Metroparks with an annual parts allowance of \$15,000 per year (allowance may fluctuate). The bid included 191 backflow devices that require annual testing.

Currently, Underground Construction Inc. DBA Gillespie Company provides testing and repair of backflow preventers, and emergency water system repairs and has provided this service since 2019.

The new contract term is for a two (2) year period beginning January 1, 2023 through December 31, 2024 with an option to renew for a two (2) year period from January 1, 2025 through December 31, 2026 at Cleveland Metroparks’ sole discretion. Bids were received from 3 vendors.

Vendors responding to the bid were:

- Underground Construction Inc. DBA Gillespie Company
- The John F. Gallagher Plumbing Company
- The Smith & Oby Company

Submitted bid prices were significantly higher than the current contract with percentage increases ranging from 17% to 2172%. Staff believes that recent inflation in both parts and labor costs resulted in the significant increase. After analyzing the annual service and repair costs by unit and hourly rates, Underground Construction Inc. DBA Gillespie Company provided the overall lowest and best bid.

The list of service and repair fees are compared with the previous contract below.

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

<b>COMPARATIVE PRICES</b>				
<b>DESCRIPTION</b>	<b><u>NEW UNIT PRICES</u> <u>Bid #6694</u></b>	<b><u>PRIOR UNIT PRICES</u> <u>Bid #6381</u></b>	<b><u>UNIT PRICE DIFFERENCE</u></b>	<b><u>PERCENTAGE DIFFERENCE</u></b>
Testing Backflow Vaulted	\$293.95	\$129.95	\$164.00	126%
Testing Backflow Inside Building	\$93.95	\$79.95	\$14.00	17%
Repair Backflow Vaulted	\$362.50	\$120.00	\$242.50	202%
Repair Backflow Inside Building	\$262.50	\$80.00	\$182.50	228%
Water Service Repair 6" Inside	\$262.50	\$80.00	\$182.50	228%
Water Service Repair 3" Vaulted	\$262.50	\$110.00	\$152.50	139%
Water Service Repair 4" Vaulted	\$362.50	\$110.00	\$252.50	229%

**RECOMMENDED ACTION:**

That the Board authorize an award for the purchase of Testing and Repair of Backflow Preventers, and Emergency Water System Repairs as specified in Bid #6694 throughout Cleveland Metroparks, to be provided for a two year period beginning January 1, 2023 through December 31, 2024, from the lowest and best bidder, **Underground Construction Inc. DBA Gillespie Company**, for an annual cost in the amount of \$85,967/year (plus \$15,000/year in parts allowances) or a total two (2) year cost in the amount of \$171,934 (plus \$30,000 for a two (2) year parts allowance), for a total amount of \$201,934, at the unit prices indicated above, with an option to renew for an additional two (2) year period, with an additional four (4) percent cost escalation, for a total four (4) year cost in the amount of \$350,745.36 (plus \$60,000 for a four (4) year parts allowance), for a total amount of \$410,745.36. In the event the log of consumption exceeds 90 percent of the estimate, an action item will be presented to the Board requesting an increase. In the event this vendor cannot satisfy the bid, the award will be given to the bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

**(See Approval of this Item by Resolution No. 22-11-175 on Page 97290)**

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

**SOURCEWELL CO-OP #6698 SUMMARY:**      **2023 OPERATIONAL PURCHASES (SMALLWARES, DISPOSABLES) AND CAPITAL EQUIPMENT** for various locations throughout Cleveland Metroparks for a period of three (3) years and seven (7) months beginning January 1, 2023 through August 3, 2026

**Background**

The following represents the **Operational Purchases** (smallwares and disposables) for day-to-day business operations and **Capital Equipment** for any capital projects that come up in the food and beverage area. The dates are based on the existing term of the Sourcewell Government Purchasing Alliance cooperative purchasing program detailed below.

**Recommended Operational Purchases and Capital Equipment**

Operational purchases and capital equipment will be purchased through the Sourcewell Government Purchasing Alliance cooperative purchasing program and purchased based upon standard Cleveland Metroparks purchasing policies.

The following items are recommended for purchase from Sourcewell supplier, specifically Trimark SS Kemp (Sourcewell contract number 063022-SES).

Breakdown of Operational and Capital Equipment by location per year (included, but not limited to):

<b>Location – Smallwares and Disposables</b>	<b>Estimated Cost</b>
The Chalet	\$4,000
Wallace Lake Concessions	\$6,000
Huntington Beach Concessions	\$6,000
Edgewater Pier Concessions	\$4,000
Edgewater Beach House Concessions	\$35,000
Hinckley Spillway Concessions	\$1,500
Ledge Pool Concessions	\$1,500
E. 55 <sup>th</sup> Marina Concessions	\$25,000
Merwin’s Wharf	\$35,000
Euclid Beach Concessions	\$1,000
Wildwood Concessions	\$3,500
Emerald Necklace Marina Concessions	\$12,000
<b>Operational Total</b>	<b>\$134,500</b>
<b>Location – Capital Equipment</b>	<b>Estimated Cost</b>
Enterprise Locations	\$80,000
<b>Capital Equipment Total</b>	<b>\$80,000</b>
<b>Total</b>	<b>\$214,500</b>

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

That the Board authorize an award of Sourcewell Co-Op #6698 for the purchase of Operational Purchases and Capital Equipment from **Trimark SS Kemp**, in the **annual sum of \$214,500** as specified in the above summary, **for a total not to exceed amount of \$768,625** for the period beginning January 1, 2023 through August 3, 2026 in full cooperation of Sourcewell Contract Number 063022-SES and Cleveland Metroparks purchasing policies. 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. 22-11-175 on Page 97290)**

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

**NCPA CO-OP #6703 SUMMARY:** **VARIOUS OFFICE SUPPLIES** for various locations throughout Cleveland Metroparks to be supplied on an “as needed” basis beginning January 1, 2023 through December 31, 2024

<b>HIGHLIGHTS AT A GLANCE</b>
2021-2022 YTD Expenditure = \$74,622
2023-2024 Estimate = \$100,000

**Background**

Independence Business Supply is the current supplier of office supplies throughout Cleveland Metroparks. Staff utilizes a web-based electronic catalog concept for procurement of such supplies with a net-priced catalog custom-tailored for Cleveland Metroparks, which is protected by a username and password for an online security system. Independence Business Supply provides Just-In-Time/next day (24-hour) delivery for all items in the custom catalog to various locations throughout Cleveland Metroparks. The new contract term is for a two (2) year period beginning January 1, 2023 through December 31, 2024.

Independence Business Supply leveraged the National Cooperative Purchasing Alliance (NCPA) contract number 11-18 as an approved authorized distributor associated with the American Office Products Distributors (AOPD) to provide the best overall value. Purchasing staff compared the overall pricing structure and value added (online services, sustainable products, delivery, etc.) offered by Independence Business Supply to other possible cooperative contracts.

**Recommendation**

Purchasing staff recommends Independence Business Supply as the supplier of office supplies to Cleveland Metroparks for a two (2) year period beginning January 1, 2023 through December 31, 2024.

**RECOMMENDED ACTION:**

That the Board authorize the purchase of various office supplies, as specified in the above summary, for NCPA Co-Op #6703, to **Independence Business Supply (IBS)** to be purchased on an “as needed” basis for a two (2) year period beginning January 1, 2023 through December 31, 2024 **for a total cost not to exceed \$100,000**, in full utilization of the National Cooperative Purchasing Alliance (NCPA) contract number 11-18. 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. 22-11-175 on Page 97290)**



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

**SINGLE SOURCE #6705 SUMMARY:** ICE CREAM to be dispensed at various Cleveland Metroparks locations for 2023

<b>HIGHLIGHTS AT A GLANCE</b>
2022 YTD Expenditure = \$102,453.35
2023 Estimate = \$225,000.00

**Background**

Since 2017, Cleveland Metroparks has purchased premium quality, hand scooped and specialty item ice cream from single source vendor Honey Hut Ice Cream for resale at Edgewater Beach House, The Pier at Edgewater Beach, Quarry Rock Cafe at Wallace Lake, Hinckley Spillway, Huntington Beach, Wildwood Concessions, Euclid Beach Concessions and Emerald Necklace Marina. Honey Hut is a sole proprietor of its brand and its headquarters and manufacturing plant is located in or near Cleveland. The ice cream is available in 2.5 gallon or greater containers and the company reuses their ice cream tubs.

**Recommendation**

Purchasing staff recommends Honey Hut Ice Cream as the single source supplier for the purchase of hand scooped ice cream to Cleveland Metroparks for 2023.

**RECOMMENDED ACTION:**

That the Board authorize Single Source #6705 to purchase hand scooped ice cream to be dispensed at the various Cleveland Metroparks locations as noted above from **Honey Hut Ice Cream** throughout 2023, for a **total cost not to exceed \$225,000**. In the event the log of consumption approaches 90 percent of the total estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 22-11-175 on Page 97290)**

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

**SINGLE SOURCE #6706 SUMMARY:**    **2023 BEER, WINE AND SPIRITS FOR RESALE** at various locations throughout Cleveland Metroparks for a one (1) year period beginning January 1, 2023 through December 31, 2023

<b>HIGHLIGHTS AT A GLANCE</b>
2022 YTD Expenditures = \$388,306.37
2023 Estimate = \$550,000.00

**Background**

This item provides for various beer, wine and spirits for resale at Cleveland Metroparks restaurants, concessions, golf courses, and special events on an “as-needed” basis for 2023.

The single source purchase of the various brands are exclusively sold in Northeast Ohio by the distributors listed in the table below. The mix and selected vendor allocations will be evaluated per event and/or per location to effectively and efficiently provide for the relevant target market(s) specific to each initiative.

The following is a summary of the anticipated vendors. Actual expenditures for a given vendor will depend on attendance determined at the location or during specific events. Therefore, the recommendation authorizes an overall “not to exceed” \$550,000 amount versus a specific spend allocation per vendor. It is the intention of staff to have all such purchases centralized under this action. If additional exclusive distributors of certain beverages become available, it is the intent to include those additional distributors in this Board action.

Anticipated vendors for beer, wine and spirits (include but are not limited to):

<b><u>Distribution Center</u></b>	<b><u>Brand</u></b>
Cavalier Distributing	Fat Heads and other certain craft beer
Sibling Revelry	Sibling Revelry
Superior Beverage	Great Lakes and other craft beers
Platform Brewing	Platform
Brick and Barrel Brewing	Brick & Barrel
Beverage Distributors	Miller
House of LaRose	Budweiser
Heidelberg Cleveland	Wine, craft beers, low proof spirits
R.L. Lipton	Corona and other certain craft beers
Valley View Beverage, Chagrin Wine & Beverage Co., Independence Beverage, Shore Center Beverage & Liquor	Approved liquor stores from State of Ohio

**RECOMMENDED ACTION:**

That the Board approve the purchase of various Beer, Wine and Spirits for resale as per Single Source #6706 for a **total cost not to exceed \$550,000** for the period of January 1, 2023 through December 31, 2023. 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. 22-11-175 on Page 97290)**

**GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED**  
**SINCE LAST BOARD MEETING (Presented 11/17/22)**

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

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Lunch services (Harvest Owl) for employees for 2022 with an option to renew for two (2) additional years through 2024; additional services.	<b>Lunch Owl Cleveland LLC</b>	\$15,000.00 <u>5,000.00</u> \$20,000.00	(3)
Golf Handicap Information Network (GHIN) handicap service fees for golf courses; additional service fees.	<b>Northern Ohio Golf Association</b>	\$11,971.00 960.00 480.00 210.00 <u>150.00</u> \$13,771.00	(3)
Installation of two (2) Residential Septic Modules (RSM) for W.J. Green Picnic Area pit toilets at Mill Stream Run Reservation.	<b>IMET Corporation</b>	\$18,500.00	(3)
Driving range mats for various golf courses; additional shipping expenses.	<b>P and W Golf Supply</b>	\$23,449.80 <u>585.12</u> \$24,034.92	(7)
Trail sensors and counters for various locations throughout the Park District.	<b>ECO-Counter Inc.</b>	\$11,744.00	(3)
Professional services to remove existing wall covering and repainting specified areas for Police Headquarters at Rocky River Reservation; additional services.	<b>The Dependable Painting Company</b>	\$35,036.00 <u>3,970.00</u> \$39,006.00	(7)

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

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Services to repair sanitary line for the Plotz Machine property adjacent to the Centennial Lake Link Trail North (Permanent Parcel No. 003-16-002).	<b>Nerone &amp; Sons, Inc.</b>	<b>\$15,000.00</b>	<b>(3)</b>
Settlement payment to repair the sanitary line for the Plotz Machine property adjacent to the Centennial Lake Link Trail North (Permanent Parcel No. 003-16-002).	<b>The WM Plotz Machine &amp; Forge Company, Inc.</b>	<b>\$27,816.00</b>	<b>(3)</b>
Tree removal services to remove 58 identified trees at Sleepy Hollow Golf Course.	<b>Edwards Tree Service</b>	<b>\$20,000.00</b>	<b>(7)</b>
Propane for 33.5 lb. and 100 lb. cylinders to be supplied on an “as needed” basis for a one (1) year period beginning November 1, 2022 through October 31, 2023.	<b>AmeriGas</b>	<b>\$50,000.00</b>	<b>(2)</b>
2023 Association of Zoos and Aquariums (AZA) Institutional Membership.	<b>American Association of Zoos and Aquariums</b>	<b>\$31,142.00</b>	<b>(3)</b>
Four (4) two (2) ton capacity electronic chain hoists with hook mount for the Zoo.	<b>W.W. Grainer</b>	<b>\$16,938.96</b>	<b>(7)</b>
Generator rental for LED light show for 2022 Wild Winter Lights at the Zoo.	<b>Ohio Cat Power Systems</b>	<b>\$14,625.00</b>	<b>(7)</b>
Ice carving services for 2022 Wild Winter Lights at the Zoo.	<b>Dave Zajac</b>	<b>\$11,625.00</b>	<b>(3)</b>
Meat processing services for a one (1) year period beginning November 1, 2022 through November 1, 2023 for the deer management program.	<b>MFM Operations LTD</b>	<b>\$50,000.00</b>	<b>(7)</b>

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

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Closing cost for DeStefano property in Mill Stream Run Reservation.	<b>Guardian Title &amp; Guaranty Agency, Inc.</b>	\$33,721.57	(3)
Northern Ohio Watershed (NOW) Corps Program Host Site Fees from November 22, 2022 through September 30, 2023.	<b>Tinker’s Creek Watershed Partners</b>	\$22,000.00	(3)
Hustler Super Z Hyperdrive mower with mulch kit for Zoo.	<b>Baker Vehicle Systems</b>	\$12,556.00 <u>1,527.00</u> \$14,083.00	(2)
Audit management software for Finance.	<b>AuditBoard, Inc.</b>	\$49,500.00	(7)
Professional services to remove and dispose of propylene glycol solution and add new solution to the chiller system for The Chalet toboggan chutes at Mill Stream Run Reservation.	<b>Heritage Crystal Clean, Inc.</b>	\$27,500.00	(3)
Various roof replacements at Brecksville and Hinckley Reservation.	<b>Legacy Roofing Services LLC</b>	\$32,800.00	(7)
Consulting services to update Cleveland Metroparks Historical and Cultural Resource Management Plan (HCRMP).	<b>Lawhon &amp; Associates, Inc.</b>	\$21,725.00	(7)
Technology training for ITS, GIS and Marketing.	<b>United Training Commercial LLC</b>	\$16,685.00	(7)
Installation services to install new chiller connections and temporary chiller tie in points to the chiller room for the toboggan chutes at The Chalet in Mill Stream Run Reservation.	<b>C.D. Whitfield Company, Inc.</b>	\$13,260.00	(7)
DJ dance party for 2022 Wild Winter Lights at the Zoo.	<b>Rock the House</b>	\$27,950.00	(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>
2022 year-end solicitation mailing to non-donors; includes printing for Development.	<b>Master Printing + Mailing</b>	<b>\$20,884.00</b>	<b>(7)</b>
Fabrication and installation services for Mandel, Programs and Guest Resource Center signage for Zoo Administration Building.	<b>Becker Signs Inc.</b>	<b>\$16,273.33</b> <u><b>1,507.85</b></u> <b>\$17,781.18</b>	<b>(7)</b>
One (1) New 2023 Dodge Ram Promaster high roof cargo van.	<b>Ganley Chrysler Dodge Jeep Ram Inc.</b>	<b>\$49,290.00</b>	<b>(7)</b>
One (1) New 2023 Dodge Ram Promaster high roof cargo van.	<b>Haasz Automall of Ravenna</b>	<b>\$49,780.00</b>	<b>(7)</b>

===== **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 (11/17/22)**

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

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

<b><u>Contract</u></b>	<b><u>Item/Service</u></b>	<b><u>Vendor</u></b>	<b><u>Change Order or Amendment</u></b>
<p><b><u>2022 Asphalt Pavement Improvements</u></b></p> <p><u>Contract Amount:</u> Original Contract Amount: \$1,018,000.00 Change Order No. 1 Amount: \$22,950.00 <b>Change Order No. 2 Amount: \$39,537.85</b> Revised Contract Amount: \$1,080,487.85</p>	<p>Additional services for butt joint grinding, 1.5” asphalt overlay plus mobilization costs at Zoo.</p>	<p>Karvo Companies, Inc.</p>	<p>#2</p>
<p><b><u>Manakiki and Sleepy Hollow Golf Courses XGD Classic Greens Drainage System and Installation</u></b></p> <p><u>Contract Amount:</u> Original Contract Amount: \$59,406.50 <b>Amendment No. 1 Amount: \$2,313.60</b> Revised Contract Amount: \$61,720.10</p>	<p>Additional services for the installation of 960 square foot at Manakiki Golf Course.</p>	<p>XGD Systems, LLC</p>	<p>#1</p>

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

The following were presented to the Board for award/acknowledgment: bid/RFP/co-op/single source tabulations, as shown on pages **97290** through **97302**; \$10,000 to \$50,000 purchased items/services report, pages **97303** through **97306**; and construction change orders, page **97307**.

**APPROVAL OF VOUCHERS AND PAYROLL.**

**No. 22-11-158:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve vouchers, net payroll, employee withholding taxes, and procurement card charges, as identified on pages **97380** to **97511**.

Vote on the motion was as follows:

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

Nays: None.

**No. 22-11-159:** It was moved by Vice President Rinker, seconded by President Berry and carried, to approve JP Morgan Mastercard-Arborwear dated September 1, 2022 to September 30, 2022 in the amount of \$45.19 and dated October 1, 2022 to October 31, 2022 in the amount of \$354.19, for a total of \$399.38, as identified on pages **97512** to **97514**.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Abstained: Mr. Moore.

Nays: None.

**PUBLIC COMMENTS.**

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



**INFORMATION/BRIEFING ITEMS/POLICY.****(a) First Reading: Multiple Policies**

*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal and Ethics Officer/Joseph V. Roszak, Chief Operating Officer/Kyle G. Baker, Senior Assistant Legal Counsel & Director of Real Estate/Stephanie A. Kutsko, Senior Real Estate Manager/Nate M. Hoover, Land Conservation Manager)*

Pursuant to Article 1, Section 1(a) of its By-Laws, the following policies are being submitted to the Board for consideration and First Reading:

**Property Line Encroachment Policy & Conservation Easement Stewardship Policy:**

Protecting real property interests is essential to Cleveland Metroparks' mission of conservation and preservation of the natural and cultural resources within the Park District. Cleveland Metroparks has acquired over 24,400 acres of land throughout its over 100-year history, nearly 500 acres of which are protected through conservation easements, amassing over 400 miles of property boundaries that adjoin to over 6,000 neighboring properties that benefit from the adjacency to park land. It is the duty of Park District staff, as custodians for the public, to actively and consistently monitor park boundaries and conservation easements to protect Cleveland Metroparks' real property interests.

Developing standard procedures ensures that each property line encroachment and conservation easement is addressed in a fair and consistent manner across the Park District, and that the actions taken are documented appropriately. This approach discourages negative impacts to natural resources and maintains a positive relationship with the many neighbors of Cleveland Metroparks.

To further Cleveland Metroparks' efforts to protect its real property interests in a consistent manner, as the policy-making authority for Cleveland Metroparks, Cleveland Metroparks staff recommends that the Board establish a uniform guideline in order to protect Cleveland Metroparks' property interests in the proposed "Property Line Encroachment Policy" and "Conservation Easement Stewardship Policy." The Property Line Encroachment Policy was last updated on November 30, 2017, with a recommended review date of November 2022. The Conservation Easement Stewardship Policy was instituted on November 30, 2017, with a recommended review date of November 2022. The policies confirm Cleveland Metroparks' commitment to its core mission of protecting nature, connecting communities, and inspiring conservation of our world.

The full Policies can be found at pages 97370 to 97379.

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

- (b) ***2022 The Institute of Public Procurement (NIGP) Accreditation for Quality Public Procurement Departments (QPPD) and 2022 National Procurement Institute (NPI) Achievement of Excellence Award***  
*(Originating Source: Charlie Rosol, Director of Procurement)*

Cleveland Metroparks Procurement Team received a three (3) year accreditation through The Institute for Public Procurement (NIGP) in May 2022. The accreditation for Quality Public Procurement Departments (QPPD) formally recognizes excellence in public procurement through the establishment of a body of standards and overall best practices. Procurement departments must meet the minimum score of 107 points out of 125 points to receive the accreditation.

NIGP membership represents over 3,000 governmental agencies throughout the US and Canada, however, only 160 governmental agencies have attained this distinction. Cleveland Metroparks Purchasing Department is now one of the 160 governmental agencies to achieve the QPPD.

Cleveland Metroparks Procurement Team also has been awarded the prestigious 27<sup>th</sup> Annual Achievement of Excellence in Procurement® (AEP) for 2022 from the National Procurement Institute, Inc. (NPI). The AEP Award is earned by public and non-profit organizations that obtain a high application score based on standardized criteria. The AEP is awarded annually to recognize overall Best Practices, Innovation, Professionalism, E-Procurement, Productivity, and Leadership in the procurement function. This is the 13<sup>th</sup> time (12<sup>th</sup> consecutive) Cleveland Metroparks Procurement Team has won this award.

For 2022, there were 172 successful applicants, including 74 cities, 36 counties, 15 special districts, 17 school districts, 14 higher education agencies, 5 state/provincial agencies and 11 other municipalities. Cleveland Metroparks was one of only two Ohio agencies and one of the 17 special districts in the US and Canada to win the award.

- (c) ***2023 Budget Preview***  
*(Originating Source: Wade Steen, Chief Financial Officer)*

Cleveland Metroparks is making substantial progress towards preparing its 2023 annual appropriations budget. While a work-in-progress, this preview represents a general overview of the draft budget to give directional guidance as we work towards seeking budget approval at the December 15, 2022 board meeting.

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)****(d) *Natural Resources Update: A Decade of Rare Species Discoveries in Cleveland Metroparks***

*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jennifer Grieser, Director of Natural Resources/John E. Reinier, Wetland Ecologist)*

With over a hundred years of land acquisition and conservation, Cleveland Metroparks has proven to be a hotspot for rare species in Northeast Ohio. Despite the urban/suburban matrix of much of the Park District, habitat inventory and monitoring activities, led by the Natural Resources Division, have produced many previously unknown populations of plants and animals that are of special conservation interest. In some cases, these discoveries represent small remnants of what were, historically, much larger and more widespread populations that have nearly disappeared. In other cases, species never before documented from the region or state were found hiding in plain sight. These findings span a wide range of habitat type and condition, and they highlight the importance of continuing land protection, careful management and survey efforts in the region. This work has also helped establish Cleveland Metroparks as a leader among Ohio's conservation organizations and contributed significantly to our land acquisition and protection successes over the years. And in a time of seemingly endless bad news about the state of biodiversity worldwide, these discoveries reinforce the importance and benefit of the work we're doing.

**(e) *History Moment: Structurally Speaking***

*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Judy MacKeigan, Historian and Archivist)*

From our earliest years as a park system, Cleveland Metroparks has worked to balance our natural areas with human-built structures to enhance the visitor experience. Judy MacKeigan shares photos and stories of some of our most iconic structures, old and new.

**(f) *Summary of Zoo Conservation Funds 2022***

*(Originating Sources: Christopher Kuhar, Zoo Executive Director/Kristen Lukas, Director of Conservation and Science)*

**Background**

Cleveland Metroparks Zoo's commitment to securing a future for wildlife includes both supporting and conducting target conservation efforts and enabling our guests to take action to positively impact wildlife conservation. To this end, the Zoo maintains a number of donation opportunities for our guests and partners. In 2022 these opportunities included a successful rhino naming campaign that raised \$10,956 for rhino conservation and \$18,380 generated through the first successful Future for Wildlife 5K. Wildlife conservation funds generated at the Zoo and through donations are held in multiple restricted Cleveland Metroparks accounts to be disbursed in support of targeted wildlife conservation efforts in the field around the world.

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

These include:

- **Andean Bear Conservation Fund (#2017006)**
- **Future for Wildlife (FFW) Make a Difference Fund (#2017712)**
- **Future for Wildlife Fund (#2017717)**
- **Aramark Conservation Fund (#2017718)**
- **Event Networks/Zoo Gift Concession Conservation Fund (#2017740)**

In addition to these funds, Cleveland Zoological Society provides funds to support the Zoo's wildlife conservation program utilizing funds raised through Zoo memberships, general fundraising, and targeted conservation donations.

The Zoo conservation funds summarized below and detailed here include all funds that have been/will be disbursed in 2022 by Cleveland Zoological Society (CZS) and Cleveland Metroparks Zoo (CMZ) to support Zoo conservation efforts. Funds from the FFW Make a Difference Fund, Future for Wildlife (FFW) Fund, Aramark Conservation Fund, and Event Networks/Zoo Gift Concession Conservation Fund will be distributed in November 2022.

<b>Cleveland Metroparks Restricted Funds</b>	<b><u>Amount</u></b>
Andean Bear Conservation Fund - #2017006	\$46,774
Andean Bear SAFE Fund - #2017012	\$5,000
FFW Make a Difference Fund - #2017712	\$151,390
FFW Fund - #2017717	\$23,825
Aramark Conservation Fund - #2017718	\$266
Event Networks Conservation Fund - #2017740	\$30,000
<b>TOTAL</b>	<b>\$257,255</b>
<b>Cleveland Zoological Society FFW Funds</b>	
CZS FFW Fund	\$375,000
Additional/One-time FFW funds	\$115,559
<b>TOTAL</b>	<b>\$490,559</b>
<b>GRAND TOTAL</b>	<b>\$747,814</b>

**Lion & Cheetah Conservation Program**

**Cleveland Metroparks Zoo and Cleveland Zoological Society will contribute a total of \$108,099 in support of the Zoo's Lion & Cheetah Conservation Program through the following partnerships and activities.**

**Ruaha Carnivore Project/Lion Landscapes Core Program & Project Support**

The Ruaha Carnivore Project (RCP) of Lion Landscapes studies and monitors populations of lions and other large carnivores in and around Ruaha National Park in Tanzania - a critical area for the conservation of large carnivores. The project works to develop effective conservation strategies for large carnivores by working with local pastoral communities to address human-lion conflicts as well as help reduce the negative

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

impacts of carnivore presence by providing important conservation-related benefits to local communities.

A large-scale camera trapping effort which spread 260 cameras over 1,500 km collecting 3,000 images is in the data analysis stage this year. As a result of the camera trapping program, which seeks to link the presence of wildlife with tangible benefits, 1,239 households from 12 villages were enrolled in the health care program this year. In addition, four men and women from the local community have been hired as “Lion Extension Officers (LEOs)” in a new capacity building endeavor which will expand the reach of RCP’s human-wildlife conflict mitigation efforts through poison prevention and livestock protection strategies. Lion Landscapes has also been involved in developing a “Lion Friendly Livestock” certification. This certification aims to increase the value of livestock raised in a conservation-minded way, enabling communities to manage the land and enhance their livelihoods more sustainably.

- **Cleveland Zoological Society FFW Conservation Fund = \$60,000**
- **Cleveland Metroparks Zoo Conservation Funds = \$43,099**

**Action for Cheetahs Kenya**

Action for Cheetahs Kenya (ACK) promotes the conservation of cheetahs through research, awareness, and community participation in Kenya. ACK works closely with local wildlife authorities and landholders to develop policies and programs that support wildlife conservation and human livelihoods for the long-term development of sustainable human and wildlife zones. ACK also works to evaluate cheetah habitats, to assess human interactions and tolerance in areas that support cheetah populations on ranchlands and wildlife dispersal areas.

- **Cleveland Zoological Society FFW Conservation Fund = \$5,000**

**Gorilla Conservation Program**

**Cleveland Metroparks Zoo and Cleveland Zoological Society will contribute a total of \$107,305 in support of the Zoo’s Gorilla Conservation Program through the following partnerships and activities.**

**Zoo staff travel to Rwanda - Dian Fossey Gorilla Fund**

As part of the Dian Fossey Gorilla Fund’s (DFGF) Memoirs Program, members of Zoo staff travel annually to Rwanda to conduct training for students from the University of Rwanda. The goal of this program is to help develop the next generation of conservation scientists in Rwanda. The Zoo team, led by Dr. Kristen Lukas, is a key part of this program, teaching and sharing their research expertise. DFGF is particularly interested in developing women in positions of science leadership, and Dr. Lukas supported this by leading development training with 15 women on the DFGF staff, as well as continued mentoring of Memoirs students. She also traveled to participate in the opening of the New Ellen DeGeneres Campus, including Cleveland Metroparks Zoo Interpretive Trails, and support DFGF’s continuing Gender Equity and Transformation work that began in 2021. This fall, Dr. Lukas became the Chair of the Dian Fossey Gorilla Fund Board and will continue her work to support the organization’s mission to save gorillas through

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

daily gorilla protection, scientific research, training the next generation of conservationists in Africa, and helping local communities.

- **Cleveland Zoological Society FFW Conservation Fund = \$27,000**

**Dian Fossey Gorilla Fund Core & Project Support**

DFGF is dedicated to the conservation and protection of gorillas and their habitats in Africa through research, education, health, training and development initiatives. The Zoo works with DFGF to secure a future for gorillas.

DFGF was proud to open the doors of the new Ellen DeGeneres Campus this year. Located in the foothills of Rwanda's Volcanoes National Park, this new home represents the first permanent headquarters of the Fossey Fund in Rwanda. The new site boasts state-of-the-art labs, sustainable architecture, an interactive exhibit, indoor and outdoor classrooms, and a living laboratory featuring local flora. In addition to the long-lasting contribution this campus will have on gorilla conservation, it is also an investment in the livelihoods of local people through the jobs and ecotourism it has created.

- **Cleveland Zoological Society FFW Conservation Fund = \$35,000**

**Dian Fossey Gorilla Fund Grauer's Gorilla Program Support**

DFGF strives to protect endangered Eastern lowland gorillas, only found in in Democratic Republic of Congo (DRC). Fewer than 2,500 of these gorillas remain in wild. DFGFI is a long-standing partner of Cleveland Metroparks and a leader in gorilla conservation, representing the longest continuous gorilla conservation project in the world. DFGF is protecting 150 gorillas in the Nkuba-Biruwe Conservation Area in DRC using monitoring and protection programs modeled after proven programs that protect Mountain Gorillas in Rwanda. This year, the Fossey Fund announced that it increased the amount of land under its protection in the Democratic Republic of the Congo by 50%, from 1,583 square km to 2,379 square km., helping to make it a safer place for the 200-300 critically endangered Grauer's gorillas who reside there.

- **Cleveland Metroparks Zoo Conservation Funds = \$32,806**

**Gorilla SAFE (Saving Animals From Extinction) – Cross River Gorilla**

The AZA (Association of Zoos & Aquariums) SAFE program focuses the conservation potential within AZA accredited zoos and aquariums to increase our collective impact through work in the field and public engagement – leveraging our unique expertise, partnerships, and massive audiences to save species. Harnessing the power of AZA zoos and aquarium and our visitors, partners and donors, we are creating a movement for conservation that will increase conservation impact and public participation in conservation actions. This support targets work being done in Nigeria by the Wildlife Conservation Society to protect critically endangered Cross River Gorilla.

- **Cleveland Zoological Society FFW Conservation Fund = \$5,000**

**Dian Fossey Gorilla Fund Women in Science**

DFGF is dedicated to providing young African scientists with the skills they need to become future leaders in conservation, science, and education. As a female-founded and

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

female-led organization, DFGF has a particular interest in seeing African women succeed and works to empower and support their efforts through training, scholarships, professional internships, and building capacity of the national parks staff.

- **Cleveland Zoological Society FFW Conservation Fund = \$5,000**

**Giraffe Conservation Program**

**Cleveland Metroparks Zoo and Cleveland Zoological Society will contribute a total of \$94,435 in support of the Zoo's Giraffe Conservation Program through the following partnerships and activities.**

**Giraffe Conservation Foundation Core & Project Support**

The Giraffe Conservation Foundation (GCF) is the only organization in the world focused solely on giraffe conservation. GCF is dedicated to the conservation of giraffe and works closely with African and international government and non-government organizations, universities, and other partners to conduct and promote giraffe conservation and support innovative research on giraffe ecology, genetics, conservation, and management. Two of the nine subspecies of giraffe are endangered and the need for accurate information about giraffe populations and conservation threats across the continent has never been more important.

After several years of drought conditions in northwest Namibia, rain resulted in an abundance of food and water and the birth of 15 giraffe calves - bringing the total to 446 individually identified giraffes in the area. In Uganda, GCF's translocation efforts have expanded the range of Nubian giraffe from only two populations in 2014 to five today. In four Ugandan protected areas, a total of 348 giraffe calves were born. Since 2015, the number of Nubian giraffe in Uganda has nearly doubled - from 1,220 to 2,001 recorded in September of 2022.

- **Cleveland Zoological Society Additional/One-time Funds (Maltz Fund) = \$60,000**
- **Cleveland Metroparks Zoo Conservation Funds = \$34,659**

**Asian Turtle Conservation Program**

**Cleveland Metroparks Zoo and Cleveland Zoological Society will contribute a total of \$101,659 in support of the Zoos Asian Turtle Program and the following partnerships and activities.**

**Asian Turtle Program Core & Project Support**

The Asian Turtle Program (ATP) was created by the Zoo in 2003 to address the major threats to turtles through a wide range of conservation, education and related activities that strengthen conservation efforts and foster local and regional conservation leadership. The program works with Asian government and non-governmental organizations, and other conservation institutions to confront the Asian turtle crisis in a direct and comprehensive way by implementing strategic interventions that safeguard priority globally threatened tortoise and freshwater turtle species in Indochina. The ATP carries out collaborative and targeted turtle conservation interventions, education and public

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

awareness efforts, training of students and wildlife protection officers, and provides support for rescue and management of turtles confiscated from the wildlife trade through the Turtle Conservation Center in Cuc Phuong National Park.

This year ATP conducted interviews of rangers, retired traders, and hunters in Bach Ma, Vietnam to assess awareness and attitudes toward the critically endangered Bourett's box turtle and inform the development of outreach activities to protect it. ATP also continues its long-term efforts around protection of the critically endangered Swinhoe's Softshell Turtle, only three of which are known to exist- one in China and two found in Vietnam through the efforts of ATP. The ATP/IMC team continues to visit, monitor, and hire local counterparts at other potential sites to search for other individuals and utilize environmental DNA to help confirm their presence.

- **Cleveland Zoological Society FFW Conservation Fund = \$62,000**
- **Cleveland Metroparks Zoo Conservation Funds = \$34,659**

**Turtle Survival Alliance**

The goal of the TSA is to create a broad-based, international partnership network for the conservation and sustainable management of freshwater turtles and tortoises. TSA initiates and supports range country efforts in education and law enforcement, field research, identification of protected natural areas, and establishment of in-country rescue centers and genetically viable "assurance colonies" for endangered turtle species. The Zoo was a founding member in 2001 and the TSA is now the leading turtle conservation organization in the world - recognized as a global force for turtle conservation.

- **Cleveland Metroparks Zoo Conservation Funds = \$5,000**

**Andean Bear Conservation Program**

**Cleveland Metroparks Zoo and Cleveland Zoological Society will contribute a total of \$136,378 in support of the Zoo's Andean Bear Conservation Program as part of its Andean Bear Conservation Alliance and the following partnerships and activities.**

**Andean Bear Conservation Alliance Core Program/Staff Support**

The Zoo's Andean Bear Conservation Alliance (ABCA) was created in partnership with the Wildlife Conservation Society in 2010 to provide a cohesive, coordinated, efficient and effective approach to Andean bear conservation throughout its range. ABCA develops and implements new tools and protocols to evaluate and understand the distribution and status of Andean bear populations. We strengthen Andean bear conservation and monitoring through national, regional and local training efforts so that national parks and conservation professionals can utilize ABCA monitoring tools and establish Andean bear population monitoring programs. ABCA also facilitates the development of these local, regional, and national Andean bear monitoring programs and the creation and implementation of national strategies for Andean bear conservation. The ABCA Program and all projects on the ground in Colombia, Peru, Bolivia Ecuador, and Venezuela are managed by our ABCA Program Coordinator Robert Marquez, ABCA Senior Advisor Isaac Goldstein, and ABCA Manager, Kym Gopp.



**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

- **Cleveland Metroparks Zoo Conservation Funds = \$46,774**
- **Cleveland Zoological Society FFW Conservation Fund = \$36,507**

**Andean Bear Conservation Alliance Core Program/Projects**

ABCA is working collaboratively with national parks, government agencies, and other conservation partners to protect Andean bears and their habitats including studying bear populations in 37 protected areas across Colombia, Ecuador, Peru and Bolivia. ABCA monitoring tools and are continually refined in collaboration with Cornell University and other partners and are currently being used in more than a dozen protected areas across the Andean bear range and are the national standard for the National Park Systems of Colombia and Peru.

Key ABCA activities completed this year included a new training course on managing coexistence between large carnivores and people developed in partnerships with the National Natural Parks of Colombia (PNN Colombia), the National Service of Protected Areas of Peru (SERNANP), and the National Forest Service, and Wildlife of Peru (SERFOR). The online component of the course was attended by nearly 100 people representing 33 protected areas, 21 conservation areas, and 20 Universities and NGOs from Colombia and Peru. Additional training was completed as part of an intensive in-person Occupancy Monitoring Program Development workshop in the Yanachaga Chemillén National Park (Peru). The workshop was attended by 36 SERNANP officials and managers, representing eight protected areas with Andean bears and included the establishment of a new Andean bear monitoring program in the region.

- **Cleveland Zoological Society Funds - Additional (Scott Neotropical Fund) = \$44,603**

**Andean Bear SAFE (Saving Animals From Extinction)**

The AZA (Association of Zoos & Aquariums) SAFE program focuses the conservation potential within AZA accredited zoos and aquariums to increase our collective impact through work in the field and public engagement – leveraging our unique expertise, partnerships, and massive audiences to save species. Harnessing the power of AZA zoos and aquarium and our visitors, partners, and donors, we are creating a movement for conservation that will increase conservation impact and public participation in conservation actions. Significant progress has been made on the advancement of the Range Wide Priority Setting project for conservation of the Andean bear this year. This large-scale project will be coordinated by ABCA, WCS and other partners and will engage hundreds of stakeholders in Venezuela, Colombia, Ecuador, Peru, and Bolivia to protect vulnerable Andean Bear populations through strategic range-wide planning as well as habitat protection and connectivity.

- **Cleveland Zoological Society FFW Conservation Fund = \$3,493**
- **Cleveland Metroparks Zoo Conservation Funds = \$5,000**

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)****Illegal Wildlife Trade Mitigation Program**

**Cleveland Metroparks Zoo and Cleveland Zoological Society will contribute a total of \$138,939 in support of the Zoo's Illegal Wildlife Trade Mitigation Program through the following partnerships and activities.**

**Education for Nature Vietnam**

Education for Nature-Vietnam (ENV) works with law enforcement agencies to gather intelligence and investigate illegal wildlife trade cases and networks. ENV's National Wildlife Crime Hotline, outreach activities, and awareness campaigns actively engage the public in combating wildlife crime and reduce demand for wildlife products. Advocacy efforts promote stronger legislation and legal protection for wildlife. ENV's National Wildlife Protection Network - more than 4,000 volunteers in 32 province - monitor and survey consumer wildlife trade hotspots and conduct valuable investigations that have led to documentation and resolution of more than 10,000 cases of wildlife crime since 2005.

ENV is currently advancing legislation to create a "Clean List" which would designate exactly which species of animal are eligible to be farmed in Vietnam, making it more difficult for legal commercial wildlife farms to be involved in illegal laundering of animals. ENV's Wildlife Crime Unit receives an average of 8 new reports via their hotline every day. Of these, about 70% have resulted in successful outcomes (seizure of wildlife, arrest, and prosecution, as well as administrative penalty or voluntary compliance because of warnings issued by the authorities or ENV). ENV also has engaged wildlife trade conflict in the frontier of cyberspace, addressing 482 online advertisements and deactivating 22 online seller groups in 2022.

- **Cleveland Zoological Society FFW Conservation Fund = \$20,000**
- **Cleveland Metroparks Zoo Conservation Funds = \$12,674**

**Little Fireface Project**

The Little Fireface Project (LFP) protects slow lorises by studying their ecology and by conducting education, awareness and conservation projects aimed at addressing slow loris trade - empowering people locally and globally to help save this unique and threatened primate. In addition to pioneering field research and community-based conservation and awareness efforts, LFP has produced hundreds of valuable scientific, professional, and general publications, media and online resources on slow loris ecology and behavior, illegal wildlife trade, the even the effects of online video viewing behavior on public perceptions of slow loris and their conservation.

- **Cleveland Zoological Society FFW Conservation Fund = \$15,000**

**Oxford Wildlife Trade Research Group/Little Fireface - Monitoring trade in wildlife**

Indonesia's live animal trade is vast in scale and volume involved and poses an immense threat to the conservation of an ever-growing list of species. This collaborative project is conducting online studies based on systematic data collection, analysis, and distribution of results. These efforts document trade activity and trends over time, help target law enforcement efforts, and generate data-supported evidence of illegal trade routes and

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

networks. This project is collecting and systematically analyzing data on the trade in the wildlife online, sharing data with key stakeholders and the public, and assessing and proposing possible solutions to help curb and better regulate trade.

- **Cleveland Zoological Society FFW Conservation Fund = \$15,000**

**Danau Girang Field Center – Combating Illegal Wildlife Trade**

Danau Girang Field Center has become increasingly involved in combating illegal wildlife trade in Malaysian Borneo. This latest project, “Combating illegal hunting and wildlife trafficking in Sabah” aims to reduce wildlife trafficking by improving the quality of prosecution and increasing the conviction of wildlife crimes in Sabah by having specialized teams within the Sabah Wildlife Department. These teams will work in close relationship with relevant agencies and stakeholders, generating key intelligence information, disseminating it through the most efficient channels, and securing and processing evidence locally for more expedient and effective processing of cases.

- **Cleveland Zoological Society FFW Conservation Fund = \$10,000**

**African Wildlife Foundation – Conservation K9 Unit**

Poaching is at an all-time high in Africa with elephants and rhinos targeted by well-funded and well-equipped poachers motivated by a lucrative illegal trade. African Wildlife Foundation’s K9 program trains and deploys detection dogs to critical trafficking hubs like airports and seaports to help law enforcement detect illegal wildlife products and head off traffickers before they can export illegal products. These highly trained dogs can detect even the smallest amounts of wildlife contraband and boast a 90 percent accuracy rate.

- **Cleveland Metroparks Zoo Conservation Funds = \$5,941**

**African Wildlife Foundation – Wildlife Judicial and Prosecutorial Assistance Trainings**

Wildlife Judicial and Prosecutorial Assistance Training helps strengthen cases against wildlife offenders. In addition to covering the application of national wildlife laws to individual cases of wildlife crime and various aspects of prosecution, these trainings outline how to handle, preserve, and present material evidence, and how to manage wildlife crime scene investigations. AWF has carried out 45 such trainings since 2015 targeting judicial officers, prosecutors, investigators, law enforcement and customs agents, and rangers benefitting more than 1,550 participants from 16 African countries.

- **Cleveland Metroparks Zoo Conservation Funds = \$5,941**

**Wildlife Trafficking Alliance**

The Wildlife Trafficking Alliance (WTA) is a coalition of leading non-profit organizations, companies, foundations, and media interests working together to reduce the purchase and sale of illegal wildlife products. Goals include raising public awareness on the wildlife trafficking crisis, reducing demand for wildlife products, and mobilizing companies to adopt best practices and educate consumers. The WTA and American Zoo and Aquarium Association (AZA) formally joined forces in 2018 in a united effort to fight the global epidemic in wildlife trafficking by expanding WTA efforts and better

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

integrating important activities to combat wildlife trafficking into the broader mission of AZA and harness the reach of AZA member institutions.

- **Cleveland Zoological Society FFW Conservation Fund = \$25,000**

**TRAFFIC International - TRAFFIC Bulletin**

TRAFFIC, the wildlife trade monitoring network, is the leading non-governmental organization working globally on wildlife trade. TRAFFIC's mission is to ensure that trade in wild plants and animals is not a threat to the conservation of nature. The globally distributed TRAFFIC bulletin is the only journal devoted exclusively to wildlife trade issue and includes valuable news on the trade in wildlife resources, the latest in related legislation, investigations and seizures, and original global and regional reports.

- **Cleveland Metroparks Zoo Conservation Funds = \$5,000**

**Tiger Conservation Campaign**

The Tiger Conservation Campaign (TCC) focuses efforts on the three most threatened tigers, including the endangered Amur tiger in the Russian Far East. The Russian Far East is home to 95% of the world's remaining Amur tigers. Fewer than 500 animals remain in the wild. The TCC supports efforts to mitigate human-tiger conflicts and curb tiger poaching by holding anti-poaching teams accountable, providing incentives for good work, and generating information to improve patrolling efforts.

- **Cleveland Metroparks Zoo Conservation Funds = \$5,000**

**International Rhino Foundation**

For 25 years, the International Rhino Foundation (IRF) has championed the survival of the world's rhinos through conservation and research. IRF operates on-the-ground programs in all areas of the world where rhinos live in the wild, helping to secure viable populations of the five remaining rhino species and the communities that coexist with them. IRF protects particularly threatened rhino populations and their habitats in the wild. Conservation efforts for African rhinos include the Lowveld Rhino Conservation Program in Zimbabwe, and anti-poaching efforts in South Africa.

- **Cleveland Metroparks Zoo Conservation Funds = \$8,426**
- **Cleveland Zoological Society Additional/One-time Funds (Baby rhino naming) = \$10,956**

**Collaborative Conservation Partnerships**

**Cleveland Metroparks Zoo and Cleveland Zoological Society will contribute a total of \$61,000 in support of collaborative conservation efforts supporting key conservation issues, activities and wildlife species targeted by the Zoo's Future for Wildlife Program through the following partnerships and activities.**

**Center for Conservation Peacebuilding**

The Center for Conservation Peacebuilding (CPeace) is addressing the practical, urgent needs in human-wildlife conflict, on both the local and global scale, through a global partnership that supports greater collaboration on human-wildlife conflict & coexistence across disciplines, sites, institutions and policy areas. CPeace aims to prevent and

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

mitigate human-wildlife conflicts by facilitating collaborative learning, innovation, scientific analysis and development of best practices and an active and engaged community of practice. CPeace's resources, tools, trainings and active community of practice are widely recognized as critically important resources for conservation practitioners dealing with human-wildlife coexistence issues around the world.

- **Cleveland Zoological Society FFW Conservation Fund = \$5,000**
- **Cleveland Metroparks Zoo Conservation Funds = \$5,000**

**Kinabatangan Orangutan Conservation Program**

The Kinabatangan Orangutan Conservation Program in Malaysian Borneo studies orangutans and their habitat in the Kinabatangan River forest, creates forest corridors, and employs local people to address human-wildlife conflict and create opportunities for sustainable livelihoods. The goal of the KOCP is to achieve long-term viability of orangutan populations by fostering harmonious relationships between people and the orangutan and promoting local socio-economic development compatible with conservation. The project studies and protects important secondary forest habitat and investigates the effects of habitat degradation and fragmentation. This sheds light on how orangutans cope with changes in their natural habitat and helps to develop important tools for conservation and realistic solutions for the long-term survival of wildlife in the area.

- **Cleveland Zoological Society FFW Conservation Fund = \$10,000**

**UNITE for the Environment Uganda**

UNITE for the Environment is a conservation education and teacher training program conducted by the North Carolina Zoo. UNITE currently focuses on conservation education in Kibale National Park. UNITE's mission is to conserve wild areas in and around Kibale National Park by inspiring the next generation of Ugandan conservationists and fostering an appreciation of nature and wildlife in rural communities. UNITE has four full-time staff in Bigodi, Uganda who work on a daily basis with teachers and students in rural communities in the Kibale National Park area. By having staff on the ground 365 days a year they are able to measure and work to increase the impact and scope of conservation education activities.

- **Cleveland Zoological Society FFW Conservation Fund = \$15,000**

**AZA Conservation Grants Fund**

The AZA Conservation Grants Fund (CGF) supports the cooperative conservation-related scientific and educational initiatives of AZA-accredited zoos and aquariums. CGF grants are awarded in the categories of animal health, animal welfare, conservation education, field conservation, management/captive breeding, and research. AZA-accredited zoos and aquariums of all sizes, including Cleveland Metroparks Zoo have received CGF grants. Many grants have been awarded to collaborations among AZA-accredited institutions; state, federal and international wildlife agencies; academia; and major conservation NGOs. The program has provided more than \$7 million to over 400 projects worldwide since 1991.

- **Cleveland Zoological Society FFW Conservation Fund = \$2,000**

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)****Snow Leopard Trust**

The Snow Leopard Trust (SLT) is the oldest and largest snow leopard conservation organization in the world. The Zoo participates in the “Natural Partnerships Program” which brings the global Zoo community and the SLT together in a united effort to ensure the survival of the endangered snow leopard. Through this program we support high priority conservation projects identified and implemented by SLT staff in snow leopard range countries, including China, India, Kyrgyzstan, Mongolia and Pakistan. SLT projects in remote monitoring of snow leopards using camera traps has recently been highlighted in a high-profile tech TV commercial explaining how artificial intelligence software is helping to quickly analyze and classify thousands of these camera trap images.

- **Cleveland Zoological Society FFW Conservation Fund = \$5,000**

**Red Panda Conservation Network**

Red Panda Conservation Network (RPN) develops community-based initiatives that protect red panda and their habitats and benefit the livelihoods of local people. RPN works with local communities to protect and restore red panda habitat, monitor red pandas and their bamboo forest habitat and increase red panda awareness among local communities. The Forest Guardian program, along with ecotourism, anti-poaching network, alternative energy production, organic farming and medicinal plant cultivation programs enhance local livelihoods and foster red panda stewardship.

- **Cleveland Metroparks Zoo Conservation Funds = \$5,000**

**Tree Kangaroo Conservation Program**

For over a decade the Tree Kangaroo Conservation Project TKCP has been working with local landowners in Papua New Guinea to create and manage the country’s first Conservation Area, encompassing pristine cloud forest and endangered tree kangaroo habitat. TKCP has grown and evolved over the years from a conservation research project into a holistic program, addressing the goals of species and habitat protection through a community-based approach, involving local landowners in decision-making and providing communities with real and tangible conservation benefits.

- **Cleveland Zoological Society FFW Conservation Fund = \$5,000**

**IUCN CPSG**

The Conservation Planning Specialist Group (CPSG) is a specialist group of the International Union for the Conservation of Nature (IUCN) whose mission is to save threatened species by increasing the effectiveness of conservation efforts worldwide. CPSG efforts include developing and disseminating innovative and interdisciplinary science-based tools and methodologies, providing culturally sensitive and respectful facilitation that results in conservation action plans, and promoting global partnerships and collaborations that support species conservation.

- **Cleveland Zoological Society FFW Conservation Fund = \$2,000**

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

**Amphibian Ark**

The Amphibian Ark is a joint effort of the World Association of Zoos and Aquariums (WAZA), the IUCN SSC Conservation Breeding Specialist Group (CBSG), and the Amphibian Specialist Group (ASG). AArk works to ensure the survival and diversity of amphibian species focusing on those that cannot currently be safe guarded in their natural environments. AArk partners evaluate the conservation needs for amphibian species and regions; develop and implement amphibian conservation training programs for individuals and institutions; and promote awareness and action on behalf of amphibian conservation.

- **Cleveland Zoological Society FFW Conservation Fund = \$2,000**

**Madagascar Fauna and Flora Group**

The MFG is an international non-government organization that brings together zoos, aquariums, botanical gardens and related institutions for the united purpose of conserving Madagascar’s biodiversity. In operation since 1988, the MFG includes AZA zoo professionals, field biologists, Malagasy government officials and regional and local communities working together to promote the conservation of Madagascar. The MFG is a holistic and integrated program that works to conserve Madagascar’s unique biodiversity through research, environmental education, capacity-building and conservation action.

- **Cleveland Metroparks Zoo Conservation Funds = \$5,000**

<b>2022 Zoo Conservation Funds</b>	<b>CZS Funds</b>	<b>CMZ FFW Funds</b>
<b>Lion &amp; Cheetah Conservation</b>		
Ruaha Carnivore Project	\$60,000	\$43,099
Action for Cheetahs Kenya	\$5,000	
<b>Gorilla Conservation</b>		
Dian Fossey Gorilla Fund (DFGF)	\$35,000	
Zoo staff travel to Rwanda	\$27,000	
DFGF Grauer's Gorilla Protection		\$32,806
Gorilla SAFE - Cross River Gorilla	\$5,000	
DFGF Gorilla Fund Women in Science	\$5,000	
DFGF Gorilla Thermoregulation and Heart Health		\$2,499
Dian Fossey Gorilla Fund (DFGF)	\$35,000	
<b>Giraffe Conservation</b>		

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

<b>2022 Zoo Conservation Funds</b>	<b>CZS Funds</b>	<b>CMZ FFW Funds</b>
Giraffe Conservation Foundation	\$60,000	\$34,435
<b>Asian Turtle Conservation</b>		
Asian Turtle Program Core/Project Support & Turtle Centre	\$62,000	\$34,659
Turtle Survival Alliance	\$5,000	
<b>Andean Bear Conservation</b>		
ABCA Core Program/Staff		\$46,774
ABCA Core Program/Projects	\$81,110	
Andean Bear SAFE	\$3,493	\$5,000
<b>Illegal Wildlife Trade (IWT) Mitigation Program</b>		
Education for Nature Vietnam	\$20,000	\$12,674
Little Fireface Project (LFP)	\$15,000	
Oxford Wildlife Trade Research Group/LFP IWT Project	\$15,000	
Danau Girang Field Centre IWT Project	\$10,000	
African Wildlife Foundation (AWF) K9 Unit		\$5,941
AWF Judicial & Prosecutorial Assistance Trainings		\$5,941
AZA-Wildlife Trafficking Alliance	\$25,000	
TRAFFIC - Bulletin		\$5,000
Tiger Conservation Campaign		\$5,000
International Rhino Foundation	\$10,956	\$8,426
<b>Collaborative Conservation Partnerships</b>		
Center for Conservation Peacebuilding	\$5,000	\$5,000
HUTAN/Kinabatangan Orangutan Conservation Program	\$10,000	
UNITE for the Environment Uganda	\$15,000	
AZA Conservation Grants Fund	\$2,000	
Snow Leopard Trust	\$5,000	
Red Panda Conservation Network		\$5,000
Tree Kangaroo Conservation Project	\$5,000	
IUCN CPSG	\$2,000	



**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

<b>2022 Zoo Conservation Funds</b>	<b>CZS Funds</b>	<b>CMZ FFW Funds</b>
Amphibian Ark	\$2,000	
Madagascar Fauna Group		\$5,000
<b>TOTALS</b>	<b>\$490,559</b>	<b>\$257,255</b>
<b>TOTAL FUNDS</b>	<b>\$747,814</b>	

**(g) *GIS Enhancements to Support Park District Initiatives***  
*(Originating Sources: Laura Schuch, PhD., GIS Manager)*

Geographic Information Systems (GIS) technologies have been supporting Park District initiatives for over 20 years. On November 15, Cleveland Metroparks celebrated GIS Day, a virtual event which highlights the ways in which 11 staff (from five departments) are currently leveraging geospatial technology through natural surface trail mapping, 360-degree walk-throughs of trails, drone imagery, 3D modeling and rendering, natural resource mapping and analysis, and web applications. The most recent addition to Cleveland Metroparks' GIS toolbox is a web mapping application for internal use, MapStore, which facilitates access to data, promotes security of data and provides tools to interact with data in new ways through dashboards and interactive GeoStories. Future enhancements to GIS include integration of GIS databases and utility mapping. GIS staff will provide a summary to the Board of the initiatives underway.

**DATE OF NEXT MEETING.**

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, December 15, 2022, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

**ADJOURNMENT TO EXECUTIVE SESSION.**

**No. 22-11-176:** At 9:44 a.m., upon motion by Vice President Rinker, seconded by Vice President Moore and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Purchase/Acquisition of Real Property, Collective Bargaining, and a Personnel Matter (Employment of a Public Employee), as stated by Sr. Assistant Legal Counsel & Director of Real Estate, Kyle G. Baker.

Roll-call vote on the motion was as follows:

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

**ADJOURNMENT.**

**No. 22-11-177:** There being no further matters to come before the Board, upon motion by Vice President Rinker, seconded by Vice President Moore, and carried, President Berry adjourned the meeting at 11:13 a.m.

Vote on the motion was as follows:

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

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President.

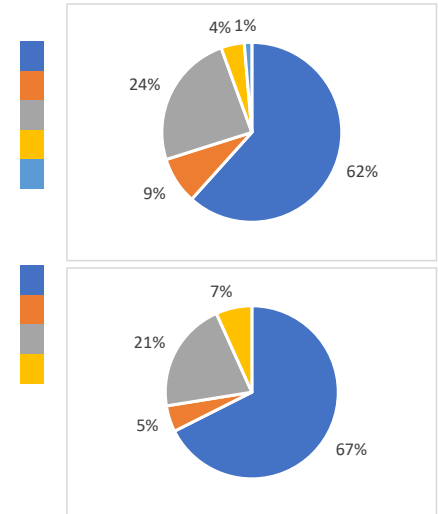
Attest:

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Secretary.

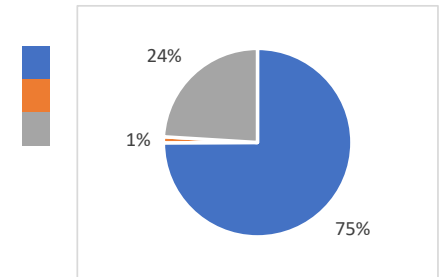
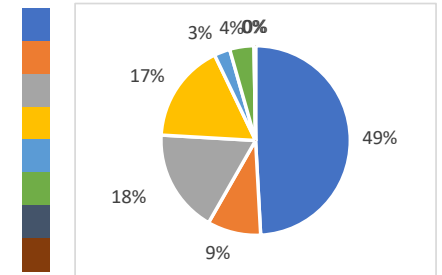
**Cleveland Metroparks  
Financial Performance  
10/31/2022  
CM Park District**

	Actual October '21	Actual October '22	Fav (Unfav)	Actual YTD October '21	Actual YTD October '22	Fav (Unfav)
<b>Revenue:</b>						
Property Tax	0	359,765	359,765	77,665,275	78,374,988	709,713
Local Gov/Grants/Gifts	336,597	1,385,847	1,049,250	21,755,902	10,800,239	(10,955,663)
Charges for Services	2,423,814	2,285,041	(138,773)	28,755,813	30,985,847	2,230,034
Self-Funded	101,222	766,308	665,086	6,187,025	5,273,838	(913,187)
Interest, Fines, Other	<u>9,784</u>	<u>239,672</u>	<u>229,888</u>	<u>184,442</u>	<u>1,714,470</u>	<u>1,530,028</u>
<b>Total Revenue</b>	<b>2,871,417</b>	<b>5,036,633</b>	<b>2,165,216</b>	<b>134,548,457</b>	<b>127,149,382</b>	<b>(7,399,075)</b>
<b>OpEx:</b>						
Salaries and Benefits	7,219,023	5,455,856	1,763,167	53,722,482	58,806,421	(5,083,939)
Contractual Services	509,944	367,972	141,972	4,078,423	4,237,000	(158,577)
Operations	1,685,808	1,818,742	(132,934)	15,289,291	18,107,615	(2,818,324)
Self-Funded Exp	<u>405,696</u>	<u>730,295</u>	<u>(324,599)</u>	<u>5,850,495</u>	<u>5,853,118</u>	<u>(2,623)</u>
<b>Total OpEx</b>	<b>9,820,471</b>	<b>8,372,865</b>	<b>1,447,606</b>	<b>78,940,691</b>	<b>87,004,154</b>	<b>(8,063,463)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(6,949,054)</b>	<b>(3,336,232)</b>	<b>3,612,822</b>	<b>55,607,766</b>	<b>40,145,228</b>	<b>(15,462,538)</b>
<b>CapEx:</b>						
Capital Labor	128,785	87,765	41,020	661,686	602,334	59,352
Construction Expenses	287,273	1,990,076	(1,702,803)	16,069,995	15,278,673	791,322
Capital Equipment	27,551	118,598	(91,047)	1,861,690	3,085,443	(1,223,753)
Land Acquisition	250,954	294,388	(43,434)	2,923,431	1,545,333	1,378,098
Capital Animal Costs	<u>5,845</u>	<u>6,365</u>	<u>(520)</u>	<u>19,670</u>	<u>12,851</u>	<u>6,819</u>
<b>Total CapEx</b>	<b>700,408</b>	<b>2,497,192</b>	<b>(1,796,784)</b>	<b>21,536,472</b>	<b>20,524,634</b>	<b>1,011,838</b>
<b>Net Surplus/(Subsidy)</b>	<b>(7,649,462)</b>	<b>(5,833,424)</b>	<b>1,816,038</b>	<b>34,071,294</b>	<b>19,620,594</b>	<b>(14,450,700)</b>



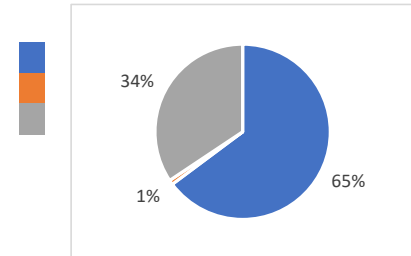
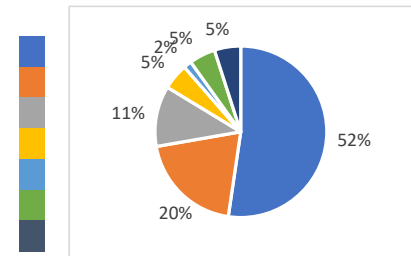
**Cleveland Metroparks  
Financial Performance  
10/31/2022  
Zoo**

	Actual October '21	Actual October '22	Fav (Unfav)	Actual YTD October '21	Actual YTD October '22	Fav (Unfav)
<b>Revenue:</b>						
General/SE Admissions	127,652	361,594	233,942	6,467,582	6,253,314	(214,268)
Guest Experience	60,400	65,030	4,630	1,264,372	1,160,605	(103,767)
Zoo Society	493,499	0	(493,499)	2,249,399	2,239,925	(9,474)
Souvenirs/Refreshments	511,153	459,918	(51,235)	2,145,626	2,155,117	9,491
Education	1,777	25,635	23,858	322,034	345,441	23,407
Rentals & Events	17,145	8,820	(8,325)	456,236	528,810	72,574
Consignment	425	907	482	25,825	32,537	6,712
Other	<u>(426)</u>	<u>(1,202)</u>	<u>(776)</u>	<u>10,615</u>	<u>819</u>	<u>(9,796)</u>
<b>Total Revenue</b>	<b>1,211,625</b>	<b>920,702</b>	<b>(290,923)</b>	<b>12,941,689</b>	<b>12,716,568</b>	<b>(225,121)</b>
<b>OpEx:</b>						
Salaries and Benefits	1,628,220	1,278,080	350,140	12,089,682	13,251,270	(1,161,588)
Contractual Services	7,434	43,281	(35,847)	130,872	176,644	(45,772)
Operations	<u>497,281</u>	<u>599,724</u>	<u>(102,443)</u>	<u>3,519,360</u>	<u>4,247,677</u>	<u>(728,317)</u>
<b>Total OpEx</b>	<b>2,132,935</b>	<b>1,921,085</b>	<b>211,850</b>	<b>15,739,914</b>	<b>17,675,591</b>	<b>(1,935,677)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(921,310)</b>	<b>(1,000,383)</b>	<b>(79,073)</b>	<b>(2,798,225)</b>	<b>(4,959,023)</b>	<b>(2,160,798)</b>
<b>CapEx:</b>						
Capital Labor	13,767	3,984	9,783	17,551	6,970	10,581
Construction Expenses	2,733	142,489	(139,756)	462,837	1,247,621	(784,784)
Capital Equipment	4,826	1,848	2,978	18,447	126,917	(108,470)
Capital Animal Costs	<u>5,845</u>	<u>6,365</u>	<u>(520)</u>	<u>19,670</u>	<u>12,851</u>	<u>6,819</u>
<b>Total CapEx</b>	<b>27,171</b>	<b>154,686</b>	<b>(127,515)</b>	<b>518,505</b>	<b>1,394,359</b>	<b>(875,854)</b>
<b>Net Surplus/(Subsidy)</b>	<b>(948,481)</b>	<b>(1,155,069)</b>	<b>(206,588)</b>	<b>(3,316,730)</b>	<b>(6,353,382)</b>	<b>(3,036,652)</b>
Restricted Revenue-Other	159,835	149,088	(10,747)	7,987,311	4,054,839	(3,932,472)
Restricted Revenue-Zipline	38,387	38,700	313	223,537	479,954	256,417
Restricted Expenses	<u>117,076</u>	<u>622,545</u>	<u>(505,469)</u>	<u>1,485,658</u>	<u>3,932,935</u>	<u>(2,447,277)</u>
<b>Restricted Surplus/(Subsidy)</b>	<b>81,146</b>	<b>(434,757)</b>	<b>(515,903)</b>	<b>6,725,190</b>	<b>601,858</b>	<b>(6,123,332)</b>



**Cleveland Metroparks  
Financial Performance  
10/31/2022  
Golf Summary**

	Actual October '21	Actual October '22	Fav (Unfav)	Actual YTD October '21	Actual YTD October '22	Fav (Unfav)
<b>Revenue:</b>						
Greens Fees	380,247	457,313	77,066	4,574,789	5,124,558	549,769
Equipment Rentals	180,306	186,584	6,278	1,892,765	1,951,292	58,527
Food Service	81,824	71,160	(10,664)	857,719	1,122,571	264,852
Merchandise Sales	37,971	47,522	9,551	419,471	477,738	58,267
Pro Services	(22,214)	840	23,054	90,726	150,700	59,974
Driving Range	36,539	29,519	(7,020)	457,946	481,640	23,694
Other	<u>31,930</u>	<u>548</u>	<u>(31,382)</u>	<u>460,586</u>	<u>487,213</u>	<u>26,627</u>
<b>Total Revenue</b>	<b>726,603</b>	<b>793,486</b>	<b>66,883</b>	<b>8,754,002</b>	<b>9,795,712</b>	<b>1,041,710</b>
<b>OpEx:</b>						
Salaries and Benefits	529,048	430,212	98,836	3,789,090	4,445,762	(656,672)
Contractual Services	14,809	13,217	1,592	38,298	56,938	(18,640)
Operations	<u>280,831</u>	<u>192,091</u>	<u>88,740</u>	<u>2,116,255</u>	<u>2,354,787</u>	<u>(238,532)</u>
<b>Total OpEx</b>	<b>824,688</b>	<b>635,520</b>	<b>189,168</b>	<b>5,943,643</b>	<b>6,857,487</b>	<b>(913,844)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(98,085)</b>	<b>157,966</b>	<b>256,051</b>	<b>2,810,359</b>	<b>2,938,225</b>	<b>127,866</b>
<b>CapEx:</b>						
Capital Labor	0	2,113	(2,113)	11,142	86,323	(75,181)
Construction Expenses	64,425	97,676	(33,251)	194,797	460,557	(265,760)
Capital Equipment	<u>10,073</u>	<u>0</u>	<u>10,073</u>	<u>432,262</u>	<u>452,980</u>	<u>(20,718)</u>
<b>Total CapEx</b>	<b>74,498</b>	<b>99,789</b>	<b>(25,291)</b>	<b>638,201</b>	<b>999,860</b>	<b>(361,659)</b>
<b>Net Surplus/(Subsidy)</b>	<b>(172,583)</b>	<b>58,177</b>	<b>230,760</b>	<b>2,172,158</b>	<b>1,938,365</b>	<b>(233,793)</b>



Cleveland Metroparks  
 Financial Performance  
 10/31/2022  
 Golf Detail

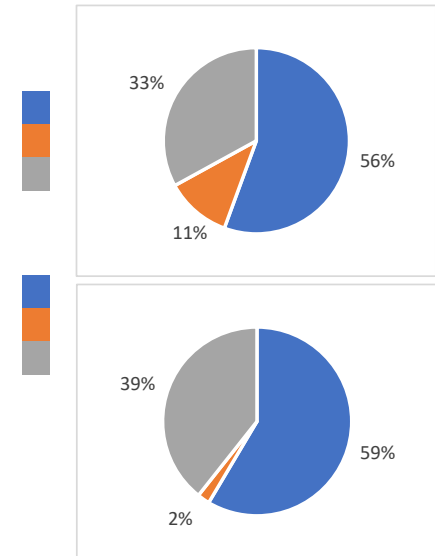
	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)	
	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22
Operating Revenue	1,356,420	1,530,677	385,632	503,823	288,990	352,056	1,420,457	1,485,432	1,758,365	2,012,147
Operating Expenses	<u>1,015,211</u>	<u>1,114,464</u>	<u>268,718</u>	<u>268,722</u>	<u>196,906</u>	<u>228,273</u>	<u>863,625</u>	<u>972,484</u>	<u>1,263,237</u>	<u>1,405,631</u>
<b>Operating Surplus/(Subsidy)</b>	<b>341,209</b>	<b>416,213</b>	<b>116,914</b>	<b>235,101</b>	<b>92,084</b>	<b>123,783</b>	<b>556,832</b>	<b>512,948</b>	<b>495,128</b>	<b>606,516</b>
Capital Labor	0	0	0	38,710	0	0	0	16,758	0	8,098
Construction Expenses	92,802	77,606	0	36,409	0	0	35,797	225,299	37,921	42,959
Capital Equipment	<u>66,202</u>	<u>0</u>	<u>0</u>	<u>8,890</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>38,541</u>	<u>321,835</u>	<u>0</u>
<b>Total Capital Expenditures</b>	<b>159,004</b>	<b>77,606</b>	<b>0</b>	<b>84,009</b>	<b>0</b>	<b>0</b>	<b>35,797</b>	<b>280,598</b>	<b>359,756</b>	<b>51,057</b>
<b>Net Surplus/(Subsidy)</b>	<b>182,205</b>	<b>338,607</b>	<b>116,914</b>	<b>151,092</b>	<b>92,084</b>	<b>123,783</b>	<b>521,035</b>	<b>232,350</b>	<b>135,372</b>	<b>555,459</b>

	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Golf Admin		Total	
	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22
Operating Revenue	1,248,225	1,302,511	525,627	652,641	1,733,328	1,949,754	36,957	6,671	8,754,001	9,795,709
Operating Expenses	<u>720,437</u>	<u>851,933</u>	<u>379,390</u>	<u>441,179</u>	<u>953,217</u>	<u>1,104,860</u>	<u>282,900</u>	<u>469,937</u>	<u>5,943,642</u>	<u>6,857,483</u>
<b>Operating Surplus/(Subsidy)</b>	<b>527,788</b>	<b>450,578</b>	<b>146,237</b>	<b>211,462</b>	<b>780,111</b>	<b>844,894</b>	<b>(245,943)</b>	<b>(463,266)</b>	<b>2,810,359</b>	<b>2,938,226</b>
Capital Labor	0	0	0	7,669	0	15,088	11,142	0	11,142	86,323
Construction Expenses	8,816	7,757	0	20,669	0	49,859	19,460	0	194,796	460,558
Capital Equipment	<u>19,875</u>	<u>20,540</u>	<u>3,487</u>	<u>49,000</u>	<u>16,389</u>	<u>184,843</u>	<u>4,476</u>	<u>151,169</u>	<u>432,263</u>	<u>452,980</u>
<b>Total Capital Expenditures</b>	<b>28,691</b>	<b>28,297</b>	<b>3,487</b>	<b>77,338</b>	<b>16,389</b>	<b>249,790</b>	<b>35,078</b>	<b>151,169</b>	<b>638,201</b>	<b>999,861</b>
<b>Net Surplus/(Subsidy)</b>	<b>499,097</b>	<b>422,281</b>	<b>142,750</b>	<b>134,124</b>	<b>763,722</b>	<b>595,104</b>	<b>(281,021)</b>	<b>(614,435)</b>	<b>2,172,158</b>	<b>1,938,365</b>

**Cleveland Metroparks  
Financial Performance  
10/31/2022  
Enterprise Summary**

	Actual October '21	Actual October '22	Fav (Unfav)	Actual YTD October '21	Actual YTD October '22	Fav (Unfav)
<b>Revenue:</b>						
Concessions	168,276	136,519	(31,757)	2,001,225	2,762,764	761,539
Dock Rentals	11,085	13,977	2,892	753,676	567,601	(186,075)
Other*	<u>92,582</u>	<u>115,195</u>	<u>22,613</u>	<u>1,091,144</u>	<u>1,640,413</u>	<u>549,269</u>
<b>Total Revenue</b>	<b>271,943</b>	<b>265,691</b>	<b>(6,252)</b>	<b>3,846,045</b>	<b>4,970,778</b>	<b>1,124,733</b>
<b>OpEx:</b>						
Salaries and Benefits	312,797	208,987	103,810	2,275,274	2,896,464	(621,190)
Contractual Services	6,141	8,096	(1,955)	56,612	105,105	(48,493)
Operations	<u>139,268</u>	<u>103,306</u>	<u>35,962</u>	<u>1,617,166</u>	<u>1,945,659</u>	<u>(328,493)</u>
<b>Total OpEx</b>	<b>458,206</b>	<b>320,389</b>	<b>137,817</b>	<b>3,949,052</b>	<b>4,947,228</b>	<b>(998,176)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(186,263)</b>	<b>(54,698)</b>	<b>131,565</b>	<b>(103,007)</b>	<b>23,550</b>	<b>126,557</b>
<b>CapEx:</b>						
Capital Labor	4,616	0	4,616	4,616	883	3,733
Construction Expenses	15,975	60	15,915	29,041	47,922	(18,881)
Capital Equipment	<u>4,738</u>	<u>0</u>	<u>4,738</u>	<u>12,720</u>	<u>20,183</u>	<u>(7,463)</u>
<b>Total CapEx</b>	<b>25,329</b>	<b>60</b>	<b>25,269</b>	<b>46,377</b>	<b>68,988</b>	<b>(22,611)</b>
<b>Net Surplus/(Subsidy)</b>	<b>(211,592)</b>	<b>(54,758)</b>	<b>156,834</b>	<b>(149,384)</b>	<b>(45,438)</b>	<b>103,946</b>



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

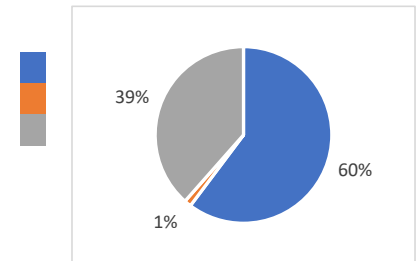
Cleveland Metroparks  
Financial Performance  
10/31/2022  
Enterprise Detail

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant			
	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22		
Operating Revenue	827,340	1,378,278	313,851	433,439	881,825	806,963	528,956	438,557		
Operating Expenses	<u>1,062,473</u>	<u>1,540,911</u>	<u>212,882</u>	<u>327,273</u>	<u>405,850</u>	<u>449,295</u>	<u>456,175</u>	<u>394,595</u>		
<b>Operating Surplus/(Subsidy)</b>	<b>(235,133)</b>	<b>(162,633)</b>	<b>100,969</b>	<b>106,166</b>	<b>475,975</b>	<b>357,668</b>	<b>72,781</b>	<b>43,962</b>		
Capital Labor	4,616	883	0	0	0	0	0	0		
Construction Expenses	14,253	9,742	0	0	1,935	14,050	0	0		
Capital Equipment	<u>8,323</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(1,656)</u>	<u>7,697</u>		
<b>Total Capital Expenditures</b>	<b>27,192</b>	<b>10,625</b>	<b>0</b>	<b>0</b>	<b>1,935</b>	<b>14,050</b>	<b>(1,656)</b>	<b>7,697</b>		
<b>Net Surplus/(Subsidy)</b>	<b>(262,325)</b>	<b>(173,258)</b>	<b>100,969</b>	<b>106,166</b>	<b>474,040</b>	<b>343,618</b>	<b>74,437</b>	<b>36,265</b>		
	<b>Wildwood</b>		<b>Euclid Beach</b>		<b>EmerNeck Marina</b>		<b>EmerNeck Restaurant</b>			
	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22		
Operating Revenue	33,941	36,258	0	5,224	376,320	388,632	101,808	274,824		
Operating Expenses	<u>40,879</u>	<u>58,508</u>	<u>1,612</u>	<u>6,312</u>	<u>304,955</u>	<u>306,639</u>	<u>69,003</u>	<u>241,980</u>		
<b>Operating Surplus/(Subsidy)</b>	<b>(6,938)</b>	<b>(22,250)</b>	<b>(1,612)</b>	<b>(1,088)</b>	<b>71,365</b>	<b>81,993</b>	<b>32,805</b>	<b>32,844</b>		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	3,935	0	0	0	0	0	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,882</u>	<u>0</u>		
<b>Total Capital Expenditures</b>	<b>3,935</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,882</b>	<b>0</b>		
<b>Net Surplus/(Subsidy)</b>	<b>(10,873)</b>	<b>(22,250)</b>	<b>(1,612)</b>	<b>(1,088)</b>	<b>71,365</b>	<b>81,993</b>	<b>28,923</b>	<b>32,844</b>		
	<b>Edgewater Pier</b>		<b>Wallace Lake</b>		<b>Hinckley Lake</b>		<b>Huntington</b>			
	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22		
Operating Revenue	47,844	36,232	29,886	29,406	0	9,850	296,892	318,726		
Operating Expenses	<u>42,161</u>	<u>32,949</u>	<u>32,441</u>	<u>32,929</u>	<u>651</u>	<u>11,756</u>	<u>236,950</u>	<u>232,211</u>		
<b>Operating Surplus/(Subsidy)</b>	<b>5,683</b>	<b>3,283</b>	<b>(2,555)</b>	<b>(3,523)</b>	<b>(651)</b>	<b>(1,906)</b>	<b>59,942</b>	<b>86,515</b>		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	0	0	0	0	0	0	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>2,171</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>2,171</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Surplus/(Subsidy)</b>	<b>5,683</b>	<b>3,283</b>	<b>(4,726)</b>	<b>(3,523)</b>	<b>(651)</b>	<b>(1,906)</b>	<b>59,942</b>	<b>86,515</b>		
	<b>Chalet</b>		<b>Ledge Lake</b>		<b>Parking</b>		<b>Enterprise Admin</b>		<b>Total</b>	
	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22	YTD October '21	YTD October '22
Operating Revenue	153,536	225,421	130,494	150,057	123,354	438,910	0	0	3,846,047	4,970,777
Operating Expenses	<u>171,529</u>	<u>192,700</u>	<u>96,985</u>	<u>146,676</u>	<u>15,089</u>	<u>23,973</u>	<u>799,418</u>	<u>948,519</u>	<u>3,949,053</u>	<u>4,947,226</u>
<b>Operating Surplus/(Subsidy)</b>	<b>(17,993)</b>	<b>32,721</b>	<b>33,509</b>	<b>3,381</b>	<b>108,265</b>	<b>414,937</b>	<b>(799,418)</b>	<b>(948,519)</b>	<b>(103,006)</b>	<b>23,551</b>
Capital Labor	0	0	0	0	0	0	0	0	4,616	883
Construction Expenses	0	0	0	0	0	0	8,918	24,131	29,041	47,923
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,486</u>	<u>12,720</u>	<u>20,183</u>
<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,918</b>	<b>36,617</b>	<b>46,377</b>	<b>68,989</b>
<b>Net Surplus/(Subsidy)</b>	<b>(17,993)</b>	<b>32,721</b>	<b>33,509</b>	<b>3,381</b>	<b>108,265</b>	<b>414,937</b>	<b>(808,336)</b>	<b>(985,136)</b>	<b>(149,383)</b>	<b>(45,438)</b>



Cleveland Metroparks  
 Financial Performance  
 10/31/2022  
 Nature Shops and Kiosks

	Actual October '21	Actual October '22	Fav (Unfav)	Actual YTD October '21	Actual YTD October '22	Fav (Unfav)
<b>Retail Revenue</b>	<b>16,903</b>	<b>32,456</b>	<b>15,553</b>	<b>321,407</b>	<b>440,523</b>	<b>119,116</b>
<b>OpEx:</b>						
Salaries and Benefits	23,672	25,386	(1,714)	198,020	314,698	(116,678)
Contractual Services	388	702	(314)	4,252	6,601	(2,349)
Operations	<u>16,402</u>	<u>12,230</u>	<u>4,172</u>	<u>128,088</u>	<u>201,194</u>	<u>(73,106)</u>
<b>Total OpEx</b>	<b>40,462</b>	<b>38,318</b>	<b>2,144</b>	<b>330,360</b>	<b>522,493</b>	<b>(192,133)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(23,559)</b>	<b>(5,862)</b>	<b>17,697</b>	<b>(8,953)</b>	<b>(81,970)</b>	<b>(73,017)</b>
<b>CapEx:</b>						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,365</u>	<u>(4,365)</u>
<b>Total CapEx</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,365</b>	<b>(4,365)</b>
<b>Net Surplus/(Subsidy)</b>	<b>(23,559)</b>	<b>(5,862)</b>	<b>17,697</b>	<b>(8,953)</b>	<b>(86,335)</b>	<b>(77,382)</b>



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

ACCOUNTS RECEIVABLE

Current	Past Due				
	1-30 Days	30-60 Days	60-90 Days	Over 90 Days	Total
\$788,426	\$897	\$2,733	\$125,649	\$35,962	\$953,667

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
10/01/22	Fifth Third Securities	Money Market (A)	30	2.30%	10/31/22	\$6	\$3,316
10/01/22	STAR Ohio	State pool (B)	30	3.07%	10/31/22	\$142,260	\$55,654,624

*(A) Federated Government Money Market Account.*

*Investment balance ranged from \$3,310 to \$ 3,316 in October 2022*

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

*Investment balance ranged from \$55,512,364 to \$55,654,624 in October 2022*

Source: Wade Steen, Chief Finance Officer  
11/09/22

**CLEVELAND METROPARKS**  
**Appropriation Summary - 2022**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #11 11/17/2022	Total
		Baseline Budget	Carry Over Encumbrances	Total			
<b>OPERATING</b>							
51	Salaries	\$ 59,806,913	\$ -	\$ 59,806,913	\$ 105,368	\$ -	\$ 59,912,281
52	Employee Fringe Benefits	19,059,340	397,108	19,456,448	331,164	(1,951,219) <b>A</b>	17,836,393
53	Contractual Services	15,366,699	5,491,290	20,857,989	(42,972)	100,916 <b>B</b>	20,915,933
54	Office Operations	25,134,495	3,531,243	28,665,738	679,974	278,767 <b>C</b>	29,624,479
	Operating Subtotal	119,367,447	9,419,641	128,787,088	1,073,534	(1,571,536)	128,289,086
<b>CAPITAL</b>							
571	Capital Labor	800,000	-	800,000	-	-	800,000
572	Capital Construction Expenses	25,598,296	7,601,218	33,199,514	22,549,477	1,668,727 <b>D</b>	57,417,718
574	Capital Equipment	3,656,575	1,435,810	5,092,385	705,126	79,300 <b>E</b>	5,876,811
575	Zoo Animals	75,000	-	75,000	-	-	75,000
576	Land	2,078,500	39,800	2,118,300	-	-	2,118,300
	Capital Subtotal	32,208,371	9,076,828	41,285,199	23,254,603	1,748,027	66,287,829
<b>TOTALS</b>							
Grand totals		\$ 151,575,818	\$ 18,496,469	\$ 170,072,287	\$ 24,328,137	\$ 176,491	\$ 194,576,915

**OPERATING**

**52 FRINGE BENEFITS**

\$ (1,951,219) Transfer of appropriations from Hospitalization Expense to Capital Project Expenses  
 Net budget effect is zero

**A** \$ (1,951,219) Total increase (decrease) to Fringe Benefits

**53 CONTRACTUAL SERVICES**

\$ 27,816 Transfer of appropriations from Capital Project Expenses to Claims and Settlements to cover a settlement  
 Net budget effect is zero

\$ 15,000 Increase in restricted fund appropriations for Claims and Settlements to cover a settlement  
 Appropriation increase will be covered by a vendor reimbursement

\$ 17,500 Transfer of appropriations from Capital Projects to Other Contractual Services for Finance audit software  
 Net budget effect is zero

\$ 29,000 Transfer of appropriations from Capital Projects to Other Contractual Services for Retail POS  
 Net budget effect is zero

\$ 3,500 Increase in appropriations for Veterinary Consulting for the Zoo  
 Appropriation increase will be covered by existing restricted funds

\$ 5,000 Increase in appropriations for Lab Fees for the Zoo  
 Appropriation increase will be covered by existing restricted funds

\$ 25,000 Increase in appropriations for Other Contractual Services for the Green Initiatives program  
 Appropriation increase will be covered by existing restricted funds

\$ (26,600) Transfer of appropriations from Other Contractual Services to Technology Equipment and Office Furniture/Equipment  
 for P&D needs  
 Net budget effect is zero

\$ 25 Transfer of appropriations from Books and Publications to Maintenance Service Contracts for the Police Department  
 Net budget effect is zero

\$ 3,375 Transfer of appropriations from Capital Contracts to Other Contractual Services for the Planning and Design Department  
 Net budget effect is zero

\$ (2,400) Transfer of appropriations from Other Contractual Services to Minor Computer Equipment for the Planning and Design  
 Department  
 Net budget effect is zero

\$ 3,700 Transfer of appropriations from Training/Conferences Expense to Other Contractual Services for the Development  
 Department  
 Net budget effect is zero

**B** \$ 100,916 Total increase (decrease) to Contractual Services

**54 OFFICE OPERATIONS**

\$ (533) Transfer of appropriations from Business Meeting Expense to Capital Contracts for Sleepy Hollow Turf  
 Net budget effect is zero

\$ 5,000 Increase in restricted fund appropriations for property maintenance supplies for legacy benches and repairs  
 Appropriation increase will be covered by the existing cash balance in the restricted fund

\$ 7,325 Transfer of appropriations from Capital Projects to Minor Computer Equipment for Retail POS hardware  
 Net budget effect is zero

\$ 150,000 Transfer of appropriations from Capital Projects to Gasoline/Diesel Fuel for Park Operations fuel  
 Net budget effect is zero

\$ 5,000 Increase in appropriations for Program Supplies for Wellness Initiatives  
 Appropriation increase will be covered by new restricted funds

\$ (1,500) Transfer of appropriations from Program Supplies to Technology Equipment for the Development Department  
 Net budget effect is zero

Appropriations 2022 - Legend - Amendment #11

- 
- \$ (3,200) Transfer of appropriations from Printing Supplies to Technology Equipment for the Development Department  
 Net budget effect is zero
  - \$ 30,000 Increase in appropriations for Sponsorship Expense for the Zoo  
 Appropriation increase will be covered by existing restricted funds
  - \$ 8,000 Increase in appropriations for Sponsorship Expense for the Zoo  
 Appropriation increase will be covered by existing restricted funds
  - \$ 5,000 Increase in appropriations for Minor Computer Equipment for the Zoo  
 Appropriation increase will be covered by existing restricted funds
  - \$ 5,000 Increase in appropriations for Animal Care for the Zoo  
 Appropriation increase will be covered by existing restricted funds
  - \$ 20,000 Increase in appropriations for Animal Food for the Zoo  
 Appropriation increase will be covered by existing restricted funds
  - \$ 5,000 Increase in appropriations for Research Supplies for the Zoo  
 Appropriation increase will be covered by existing restricted funds
  - \$ (25) Transfer of appropriations from Books and Publications to Maintenance Service Contracts for the Police Department  
 Net budget effect is zero
  - \$ 15,000 Increase in appropriations for Plant Material for Park Operations  
 Appropriation increase will be covered by existing restricted funds
  - \$ 2,400 Transfer of appropriations from Other Contractual Services to Minor Computer Equipment for the Planning and Design  
 Department  
 Net budget effect is zero
  - \$ 30,000 Increase in appropriations for Miscellaneous Animal Food for the Zoo  
 Appropriation increase will be covered by existing restricted funds
  - \$ (3,700) Transfer of appropriations from Training/Conferences Expense to Other Contractual Services for the Development  
 Department  
 Net budget effect is zero

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**C** \$ 278,767 Total increase (decrease) to Office Operations

**\$ (1,571,536) TOTAL INCREASE (DECREASE) TO OPERATIONS**

Appropriations 2022 - Legend - Amendment #11

<b>CAPITAL</b>
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**572 CAPITAL CONSTRUCTION EXPENSES**

- \$ (27,816) Transfer of appropriations from Capital Project Expenses to Claims and Settlements to cover a settlement  
 Net budget effect is zero
  
- \$ 1,400,000 Transfer of appropriations from Hospitalization to Capital Project Expense for the Hawthorn Bridge replacement  
 Net budget effect is zero
  
- \$ 551,210 Transfer of appropriations from Hospitalization to Capital Project Expense for Admin projects  
 Net budget effect is zero
  
- \$ (233,825) Transfer of appropriations from Capital Projects to Other Contractual Services, Minor Computer Equipment, Miscellaneous Capital Equipment, and Gasoline/Diesel Fuel  
 Net budget effect is zero
  
- \$ (18,000) Transfer of appropriations from Capital Projects to Office Furniture/Equipment for P&D needs at OEC Management Center  
 Net budget effect is zero
  
- \$ (3,375) Transfer of appropriations from Capital Contracts to Other Contractual Services for the Planning and Design Department  
 Net budget effect is zero
  
- \$ 533 Transfer of appropriations from Business Meeting Expense to Capital Contracts for Sleepy Hollow Turf  
 Net budget effect is zero

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<b>D</b>	\$ 1,668,727	Total increase (decrease) to Capital Construction Expenses
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**574 CAPITAL EQUIPMENT**

- \$ 30,000 Transfer of appropriations from Capital Projects to Miscellaneous Capital Equipment for P&D equipment  
 Net budget effect is zero
  
- \$ 18,000 Transfer of appropriations from Capital Contracts to Office Furniture/Equipment for P&D needs at the OEC Management Center  
 Net budget effect is zero
  
- \$ 4,700 Transfer of appropriations from Program Supplies and Printing Supplies to Technology Equipment for the Development Department  
 Net budget effect is zero
  
- \$ 10,300 Transfer of appropriations from Contractual Services to Technology Equipment for P&D needs  
 Net budget effect is zero
  
- \$ 16,300 Transfer of appropriations from Contractual Services to Office Furniture/Equipment for the P&D needs  
 Net budget effect is zero

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<b>E</b>	\$ 79,300	Total increase (decrease) to Capital Equipment
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**\$ 1,748,027 TOTAL INCREASE (DECREASE) TO CAPITAL**

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**\$ 176,491 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT**

**2023 RATES & USER FEES**

DESCRIPTION	GOLF DURING PEAK USE (MARCH-OCTOBER)	2022 RATES	PROPOSED 2023 RATES
<b>BIG MET/SENECA/SHAWNEE HILLS</b>			
<b>Greens Fees</b>	18-hole Weekdays (Monday-Thursday)	\$28	\$28
	9-hole Weekdays (Monday-Thursday)	\$16	\$16
	18-hole Friday before 2 pm	-	\$31
	9-hole Friday before 2 pm	-	\$18
	18-hole Friday after 2 pm	-	\$28
	9-hole Friday after 2 pm	-	\$16
	18-hole Weekends/Holidays before 2 pm	\$34	\$34
	9-hole Weekends/Holidays before 2 pm	\$20	\$21
	18-hole Weekends/Holidays after 2 pm	\$28	\$31
	9-hole Weekends/Holidays after 2 pm	\$16	\$18
	Jr./Sr. 18-hole Weekdays (Monday-Thursday)	\$18	\$18/\$21
	Jr./Sr. 9-hole Weekdays (Monday-Thursday)	\$11	\$10/\$13
	Jr./Sr. 18-hole Friday before 2pm	-	\$18/\$24
	Jr./Sr. 9-hole Friday before 2pm	-	\$10/\$15
	Jr./Sr. 18-hole Friday after 2 pm	-	\$18/\$21
	Jr./Sr. 9-hole Friday after 2pm	-	\$10/\$13
	Jr./Sr. 18-hole Weekends/Holidays after 2pm	-	\$18/\$24
	Jr./Sr. 9-hole Weekends/Holidays after 2pm	-	\$10/\$15
	Par 3 Weekdays (SHAWNEE ONLY)	\$11	\$12
	Par 3 Weekends/Holidays (SHAWNEE ONLY)	\$13	\$14
	Jr./Sr. Par 3 Weekdays Only (SHAWNEE ONLY)	\$8	\$7/\$8
	9-hole Replay Weekdays	\$12	\$12
	18-hole Replay Weekdays	-	\$18
9-hole Replay Weekends/Holidays before 2pm	\$14	\$14	
18-hole Replay Weekends/Holidays before 2pm	-	\$20	
Spectator (Walking) with signed waiver	\$5	\$0	
<b>USGA Handicap Service</b>	Handicap Fee	\$40	\$45
<b>Foot Golf (Shawnee Hills Only)</b>	18-hole Regular	\$11	\$11
	18-hole Weekends/Holidays before 2pm	\$13	\$13
	Jr./Sr. 18-hole Weekdays, Weekends/Holidays after 2pm	\$8	\$8
<b>Power Cars</b>	9-hole (per player/spectator; includes tax)	\$8	\$8
	18-hole (per player/spectator; includes tax)	\$14	\$14
	Extra 9-hole (per player/spectator; includes tax)	\$6	\$8
	Extra 18-hole (per player/spectator; includes tax)	-	\$14
<b>Hand Carts</b>	9-holes	\$5	\$5
	18-holes	\$7	\$7
<b>Club Rentals</b>	9-hole regular clubs	\$10	\$10
	18-hole regular clubs	\$19	\$19
	9-hole junior clubs	\$7	\$5
	18-hole junior clubs	\$10	\$8
<b>Soccer Ball/ Foot Golf Rental (Shawnee Hills Only)</b>	Soccer Ball Rental	\$4	\$4

<b>DESCRIPTION</b>	<b>GOLF DURING PEAK USE (MARCH-OCTOBER)</b>	<b>2022 RATES</b>	<b>PROPOSED 2023 RATES</b>
<b>Driving Range (Shawnee Hills Only)</b>	Small/Medium/Large	\$5/\$8/\$12	\$5/\$9/\$13
<b>Golf Pro Lessons</b>	Individual (Clubhouse Manager/PGA Pro)	\$35/half hr. \$55/hr.	\$35/\$55 half hr. \$55/\$85 hr.
	Group Lesson, Two Students (Clubhouse Manager/PGA Pro)	\$30 each/half hr. \$45 each hr.	\$30/\$45 each half hr. \$45/\$75 each hr.
	Group Lesson, Three Students (Clubhouse Manager/PGA Pro)	\$25 each/half hr. \$35 each hr.	\$25/\$35 each half hr. \$35/\$60 each hr.
<b>Golf Outings</b>	Tee time or Shotgun Events	Maximum \$80 Greens & Cart Fees/Additional fees for food and beverage	Variable
<b>Ski Rentals (Big Met Only)</b>	Cross Country Ski Rental – Adult Weekdays	\$10 first hr., \$5 each extra hr.	\$12 first hr., \$7 each extra hr.
	Cross Country Ski Rental – Child (12 & under), Weekdays	\$7 first hr., \$3 each extra hr.	\$7 first hr., \$3 each extra hr.
	Cross Country Ski Rental – Adult, Weekends & Holidays	\$12 first hr., \$5 each extra hr.	\$14 first hr., \$7 each extra hr.
	Cross Country Ski Rental –Child (12 & under), Weekends & Holidays	\$8 first hr., \$3 each extra hr.	\$8 first hr., \$3 each extra hr.
<b>Snowshoe Rentals (Big Met Only)</b>	Snowshoe Rental – Adult, Weekdays	\$8 first hr., \$3 each extra hr.	\$10 first hr., \$5 each extra hr.
	Snowshoe Rental – Child (12 & under) Weekdays	\$5 first hr., \$2 each extra hr.	\$5 first hr., \$2 each extra hr.
	Snowshoe Rental – Adult, Weekends/Holidays	\$10 first hr., \$3 each extra hr.	\$12 first hr., \$5 each extra hr.
	Snowshoe Rental – Child (12 & under), Weekends/Holidays	\$6 first hr., \$2 each extra hr.	\$6 first hr., \$2 each extra hr.
<b>Clubhouse Room Rental</b>	Year Round	See Concessions	See Concessions
<b>LITTLE MET/MASTICK WOODS/WASHINGTON</b>			
<b>Greens Fees</b>	9-hole Weekdays	\$12	\$13
	9-hole Weekends/Holidays before 2 pm	\$14	\$15
	9-hole Weekends/Holidays after 2 pm	\$12	\$13
	Jr./Sr. 9-hole Weekdays	\$8	\$7/\$9
	Jr./Sr. 9-hole Weekends/Holidays after 2 pm	\$8	\$7/\$9
	9-hole Replay (Space Available) Weekdays; Weekends/Holidays before 2 pm	-	\$7
	9-hole Replay (Space Available) Weekdays; Weekends/Holidays after 2 pm	-	\$5
	First Tee Junior 9-hole Weekdays Only (Washington Only)	-	\$1
	Spectator (Walking)	\$5	\$0
<b>Foot Golf (Mastick Woods Only)</b>	18-hole Regular	\$11	\$11
	18-hole Weekends/Holidays	\$13	\$13



DESCRIPTION	GOLF DURING PEAK USE (MARCH-OCTOBER)	2022 RATES	PROPOSED 2023 RATES
<b>Power Cars</b>	9-hole (per player/spectator; includes tax)	\$8	\$8
<b>Hand Carts</b>	9-hole	\$5	\$5
<b>Club Rentals</b>	9-hole regular clubs	\$10	\$10
	9-hole jr. clubs	\$7	\$5
<b>Soccer Ball Foot Golf Rental (Mastick Woods Only)</b>	Soccer Ball Rental	\$4	\$4
<b>Driving Range (Washington Only)</b>	Small/Medium/Large	\$5/\$8/\$12	\$5/\$9/\$13
<b>Short Game Practice Area/ Putting Green (Washington Only)</b>	Short Game Area – Ball Stem and one hour use	\$5	\$6
	Short Game Combo-Ball Stem Combo Tube (one hour use & driving range)	\$7	\$8
<b>Golf Pro Lessons</b>	Individual – Clubhouse Manager or Lead Instructor/PGA Head Professional	\$35 half hr.	\$35/\$55 half hr. \$55/\$85 hr.
	Group Lesson, Two Students - Clubhouse Manager or Lead Instructor/PGA Head Professional	\$30 each/half hr. \$45 each/hr.	\$30/\$45 each half hr. \$45/\$75 each hr.
	Group Lesson, Three Students - Clubhouse Manager or Lead Instructor/PGA Head Professional	\$25 each/half hr. \$35/hr.	\$25/\$35 each half hr. \$35/\$60 each hr.
<b>Golf Outings</b>	Tee time or Shotgun Events	Maximum \$35 Greens & Cart Fees/Additional fees for food and beverage	Variable
<b>MANAKIKI/SLEEPY HOLLOW</b>			
<b>Greens Fees</b>	18-hole Weekdays, (Monday-Thursday)	\$34	\$34
	9-hole Weekdays, (Monday-Thursday)	\$19	\$19
	18-hole Friday before 2 pm	\$41	\$41
	9-hole Friday before 2 pm	\$24	\$24
	18-hole Friday after 2 pm	\$34	\$34
	9-hole Friday after 2 pm	\$19	\$19
	18-hole Weekends/Holidays before 2 pm	\$47	\$47
	9-hole Weekends/Holidays before 2 pm	\$27	\$27
	18-hole Weekends/Holidays after 2 pm	\$34	\$41
	9-hole Weekends/Holidays after 2 pm	\$19	\$21
	Jr./Sr. 18-hole Weekdays (Mondays-Thursday)	\$21	\$21/\$24
	Jr./Sr. 9-hole Weekdays (Monday-Thursday)	\$13	\$13/\$15
	Jr./Sr. 18-hole Friday before 2 pm	\$21	\$21/\$27
	Jr./Sr. 9-hole Friday before 2 pm	\$13	\$15/\$18
	Jr./Sr. 18-hole Friday after 2 pm	\$21	\$21/\$24
	Jr./Sr. 9-hole Friday after 2 pm	\$13	\$13/\$15
	Jr./Sr. 18-hole Weekends/Holidays after 2 pm	\$21	\$21/\$27
	Jr./Sr. 9-hole Weekends/Holidays after 2 pm	\$13	\$15/\$18
	9-hole Replay Weekdays, Weekends/Holidays after 2 pm	\$15	\$16
	18-hole Replay Weekdays, Weekends/Holidays after 2	-	\$25

DESCRIPTION	GOLF DURING PEAK USE (MARCH-OCTOBER)	2022 RATES	PROPOSED 2023 RATES
	pm		
	9-hole Replay Weekends/Holidays before 2 pm	\$17	\$20
	18-hole Replay Weekends/Holidays before 2 pm	-	\$32
	Jr./Sr. 9-hole Replay Weekdays, Weekends/Holidays after 2 pm	\$9	\$9/\$11
	Jr./Sr. 18-hole Replay Weekdays, Weekends/Holidays after 2 pm	-	\$11/\$15
	Spectator (Walking) with signed waiver	\$5	\$0
<b>USGA Handicap Service</b>	Handicap Fee	\$40	\$45
	Practice Tee - Manakiki	\$5	\$5
<b>Power Cars</b>	9-hole (per player/spectator; includes tax)	\$8	\$8
	18-hole (per player/spectator; includes tax)	\$14	\$14
	Extra 9-hole (per player/spectator; includes tax)	\$6	\$8
	Extra 18-hole (per player/spectator; includes tax)	-	\$14
<b>Hand Carts</b>	9-hole	\$5	\$5
	18-hole	\$7	\$7
<b>Club Rental</b>	9-hole regular clubs	\$10	\$10
	18-hole regular clubs	\$19	\$19
	9-hole premium club rental	\$15	\$20
	18-hole premium club rental	\$30	\$35
	9-hole junior clubs	\$7	\$5
	18-hole junior clubs	\$10	\$5
<b>Driving Range (Sleepy Hollow Only)</b>	Small/Medium/Large	\$5/\$8/\$12	\$5/\$9/\$13
<b>Golf Pro Lessons</b>	Individual-Clubhouse Manager/PGA Head Professional	\$55/half hr. \$85/hr.	\$55/half hr. \$85/hr.
	Group Lesson, Two Students - Clubhouse Manager/PGA Head Professional	\$45 each/half hr. \$75 each/hr.	\$45 each/half hr. \$75 each/hr.
	Group Lesson, Three Students Clubhouse Manager/PGA Head Professional -	\$35 each/half hr. \$60 each/hr.	\$35 each/half hr. \$60 each/hr.
<b>Golf Outings</b>	Tee time or Shotgun Events	Maximum \$100 Greens & Cart Fees/Additional fees for food and beverage	Variable
<b>ALL COURSES</b>			
<b>Bonus Rounds Loyalty Program</b>	Bonus Rounds Loyalty Program	\$30	\$30
<b>GOLF CONCESSIONS</b>			
<b>Concession</b>	<i>Menu prices will fluctuate with suppliers, market value, availability and brands; however, prices will be set at fair and equitable value. Menu prices will be determined at the beginning of each respective season and will be available upon request.</i>		
<b>Canopy Rental</b>	Shawnee Hills & Seneca	\$50 fee waived with \$100 concession purchase	

DESCRIPTION	GOLF DURING PEAK USE (MARCH-OCTOBER)	2022 RATES	PROPOSED 2023 RATES
	Big Met Grille Terrace Rental	\$100 an hr., or \$600 for 6 hrs or more. Fee waived for golf outings that purchase greens fees, along with food & beverage.	
	Sleepy Hollow Valley View Rental	\$125 an hr., or \$750 for 6 hrs or more. Fee waived for golf outings that purchase greens fees along with food & beverage.	
	<p><i>Rates for juniors (17 &amp; under) and seniors (persons age 60 and over) apply all day, Monday thru Friday, and weekends and holidays after 2 pm from the opening of the course through Tuesday after Columbus Day. Replay rates are space available.</i></p> <p><i>Leagues are eligible for Bonus Rounds; however, individual golfers must each buy a membership. Individual golf outings, league or shotgun rates may vary based on course availability and/or market at the discretion of the Director of Golf Operations.</i></p> <p><i>“Spring/Fall” and discounted rates (up to and including the fall rate) are dependent on weather, course conditions and market.</i></p> <p><i>Note: Power car, hand cart and club rentals include sales tax. Golf outings/small group outings must be scheduled in advance by contract.</i></p> <p><i>Price modification can be initiated by the Director of Golf Operations when utilizing marketing solutions like “Golf Now” or CMP website.</i></p>		

DESCRIPTION	DURING LOW USE (SPRING/FALL)	2022 RATES	PROPOSED 2023 RATES
<b>BIG MET/SENECA/SHAWNEE HILLS</b>			
<b>Greens Fees</b>	9-hole Weekends/Holidays	\$12	\$14
	9-hole Weekday	\$12	\$12
	18-hole Weekends/Holidays	\$21	\$23
	18-hole Weekday	\$21	\$21
	9-hole Replay Weekdays, Weekends/Holidays	\$9	\$10
	18-hole Replay Weekdays, Weekends/Holidays	-	\$15
	Jr./Sr. 9-hole Weekdays, Weekends/Holidays	\$10	\$10/\$11
	Jr./Sr. 18-hole Weekdays, Weekends/Holidays	\$16	\$14/\$16
	Jr./Sr. 9-hole Replay Weekdays, Weekends/Holidays	\$7	\$7/\$9
<b>Par 3 (Shawnee Hills Only)</b>	9-holes (All Golfers)	\$8	\$9
<b>Foot Golf (Shawnee Hills Only)</b>	18-hole (All Golfers)	\$8	\$9
<b>LITTLE MET/MASTICK WOODS/WASHINGTON</b>			
<b>Greens Fees</b>	9-hole Weekdays, Weekends/Holidays (All Golfers)	\$9	\$10
<b>Foot Golf (Mastick Woods Only)</b>	18-hole (All golfers)	\$8	\$9
<b>MANAKIKI/SLEEPY HOLLOW</b>			
<b>Greens Fees</b>	9-hole Weekdays	\$15	\$15
	9-hole Weekends	\$16	\$18
	18-hole Weekdays	\$24	\$24
	18-hole Weekends	\$26	\$27
	9-hole Replay Weekdays, Weekends/Holidays	\$9	\$9
	18-hole Replay Weekdays, Weekends/Holidays	\$18	\$18
	Jr./Sr. 9-hole Weekdays	\$12	\$12/\$13
	Jr./Sr. 9-hole Weekends	\$13	\$12/\$15
	Jr./Sr. 18-hole Weekdays	\$19	\$16/\$19
	Jr./Sr. 18-hole Weekends	\$21	\$18/\$22
	Jr./Sr. 9-hole Replay Weekdays, Weekends/Holidays	\$8	\$8
	Jr./Sr. 18-hole Replay (Space Available) Weekdays, Weekends/Holidays	-	\$12

**2023 RATES & USER FEES**

<b>DESCRIPTION</b>	<b>ZOO</b>	<b>2022 RATES</b>	<b>PROPOSED 2023 RATES</b>	
<b>Admissions</b>	Adult (ages 12 and over)	\$18.00*	\$19.50*	
	Senior (ages 62 and over)	\$16.00*	\$17.50*	
	Junior (ages 2 to 11)	\$14.00*	\$15.50*	
	Child (under 2 years of age)	Free	Free	
	Zoo Society members ( <i>general membership fees are remitted to Cleveland Metroparks semi-annually</i> )	Free	Free	
	In-County School Groups – Ages 2-17	\$2.00**	\$4.00**	
	In-County School Group Chaperones – Ages 18+	\$2.00**	\$4.00**	
	Out-of-County School Groups – Ages 2-17	\$6.50	\$8.00	
	Out-of-County School Group Chaperones – Ages 18+	\$6.50	\$8.00	
	Youth Groups – Ages 2- 17	\$6.50	\$8.00	
	Youth Group Chaperones – Ages 18+	\$6.50	\$8.00	
	Groups	\$12.00-13.00	\$14.00-\$15.00	
	Walks and Runs	\$6.00-\$12.00	\$8.00-\$13.00	
	Military (and immediate family)	\$11.00	\$12.50	
	Reciprocal Zoo Membership	\$10.00	\$12.00	
	Rainforest Admission on Free Monday	\$6.00	\$7.50	
	<i>Free Hours: Residents of Cuyahoga County and Hinckley Township of Medina County will receive fee-exempt Zoo only admission on Mondays except legal holidays that fall between Memorial Day-Labor Day.</i>			
<b>Giraffe Feeding</b>	General Public (ages 2 and older)	\$2.50 (3 for \$6)	\$2.50 (3 for \$6)	
	Zoo Society Members	\$2.50 (3 for \$6)	\$2.50 (3 for \$6)	
<b>Packages</b>	<i>Admission to Zoo and The RainForest, selected food packages. Arrangements are made in advance through the Special Events and Experiences office, maximum of 20 guests. (Aramark remits food sales monthly).</i>			
	Birthday Party Package	\$400-\$800	\$400-\$800	
	Live Animal Encounter	\$250	\$300	
<b>Other Fees</b>	4D Theater	\$4.00	\$5.00	
	Budgie Feed Stick – General Public	\$3.00	\$5.00	
	Budgie Feed Stick – Member	\$2.75	\$3.50	
	Train (per person charge) General Public	\$3.00	\$4.00	
	Train (per person charge) Member	\$2.75	\$3.00	
	Eagle Zip Adventure (single ride) General Public	\$9.00	\$9.00	
	Eagle Zip Adventure (single ride) Member	\$8.00	\$8.00	
	Total Experience Package: (includes unlimited Train, 4D Theater & Carousel; also receive \$1.00 off Giraffe Feed, Budgie Feed Stick, Zipline)			
	- General Public	\$9.95****	\$11.00****	
	- Zoo Society Members	\$9.25****	\$10.00****	
	Eagle Zip Adventure Pass (includes admission) – non-members only	\$25.00	\$26.00	
	Annual Total Experience Package (for CZS Members): (includes, Train, 4D Theater & Carousel; also receive \$1.00 off Giraffe Feed, Budgie Feed Stick, Zipline)			
	-Family, Family Plus and Family Select Memberships	\$84.00	\$84.00	
	-Zoo Society Members	\$54.00	\$54.00	
	Education Classes ( <i>depending upon nature of program</i> )	\$4-\$7,000	\$4-\$7,000	
	“Traveling Professor Wylde”	\$250-\$8,000	\$250-\$8,000	
	Carousel - General Public	\$3.00	\$4.00	
Carousel - Zoo Society Members	\$2.75	\$3.00		
Unlimited Carousel Ride Pass General Public	\$8.00	\$8.00		
Unlimited Carousel Ride Pass Zoo Society Members	\$6.00	\$6.00		

DESCRIPTION	ZOO	2022 RATES	PROPOSED 2023 RATES
<b>Zoo Rentals</b>	Total Zoo Rental	\$100-\$150,000	\$100-\$150,000
	The RainForest	\$100-\$3,000	\$100-\$3,000
	Stillwater Place (Price to be quoted based on number of attendees and additional needs including food)	\$100-\$30,000	\$100-\$30,000
	Windows on the World Room	\$150-\$3,000	\$150-\$3,000
	Auditorium	\$150-\$3,000	\$150-\$3,000
	Palava Hut	\$500-\$5,000	\$500-\$5,000
	Tucker Court	\$300-\$3,000/day	\$300-\$3,000/day
	Primate Canopy	\$300-\$3,000/day	\$300-\$3,000/day
	Waterfowl Lake Tent	\$300-\$3,000/day	\$300-\$3,000/day
	Carousel 1 (Nature Nook)	\$300-\$3,000/day	\$300-\$3,000/day
	Carousel 2 (Wild Wonder)	\$300-\$3,000/day	\$300-\$3,000/day
	Primate, Cat & Aquatics	\$100-\$1,200	\$100-\$1,200
	Reinberger Homestead	\$800/night	\$800/night
	Wolf Cabin	\$800/night	\$800/night
	African Elephant Crossing	\$100-\$3,000/day	\$100-\$3,000/day
	Wade Hall and Deck	\$100-\$3,000/day	\$100-\$3,000/day
	Photos	\$100/hr	\$100/hr
	Premium Live Animal Encounter - Events	\$500	\$500
	Live Animal Encounter - Events	\$250	\$300
	Ceremonies	\$500/90 min.	\$500/90 min.
	Zip Line after hours	\$250/60min 1 zip	\$250/60min 1 zip
		\$500/60min 2 zip	\$500/60min 2 zip

**Groups:** A group shall consist of 20 or more people. Arrangements for rates shall be made at least two weeks prior to visit. Payment must be received at least 72 hours prior to visit.

- Groups that have not paid in advance will be cancelled and charged full admission at the gate.
- Groups/admissions/rental fees may vary based on availability and/or market at the discretion of the Executive Director of Cleveland Metroparks Zoo.

**School groups:** All school and groups, public or private, registered with the State Department of Education as a school and having an IRN number. Minimum group size: five (5) students and one (1) teacher.

**Youth groups:** Groups such as youth groups, church groups, boy and girl scouts and YMCA/YWCA, pre-schools and headstarts not contained in a school building. Minimum group size: five (5) students and one (1) adult.

- All School groups and Youth Groups may receive one free chaperone admission for each set of 10 juniors (ages 2-17) registered in advance. Additional chaperones will receive discounted admission if registered in advance.\*\*
- A ratio of one (1) chaperone for every 10 students is the minimum required for all School Groups and Youth Groups. Bus driver for pre-registered group enters free.

**Visitors with Disabilities:** With a reservation, and at least five (5) clients, all groups of people with disabilities (physical and developmental) are admitted for \$2.00 per person, regardless of residency status. This group type cannot receive discounted admission for more chaperones than clients (max 1:1 ratio). One caregiver complimentary pass is available for guest who brings a child with accessibility/disability needs.

**Zoo-related organizations:** Upon presentation of identification and/or membership cards, members of these organizations will be admitted free to the Zoo and The RainForest: AZA, AAZK, AAZV and Intermuseum Council.

\* \$2.00 discount for admission tickets purchased online

\*\* One chaperone receives free admission per 10 junior admissions (ages 2-17) in advance. Additional chaperones for In-County School Groups (\$2.00), Out-of-County School Groups (\$6.50) and Youth Groups (\$6.50) at discounted rate.

\*\*\* Price range pending finalization of group bundling conversation

DESCRIPTION	CHALET	2022-2023	PROPOSED	
		SEASON RATES	2023-2024 SEASON RATES	
<b>Spring, Summer &amp; Fall Rentals</b>				
<i>March 16-Nov. 14 Sat/Sun</i>	Basic Chalet/Tent	\$650	\$700	
	Chalet/Tent/Concessions	\$700	\$750	
<i>10:30am-10:30pm</i>	Early Entry	\$85/hr	\$100/hr	
	3-Hour Pre-Event Planning	\$350	\$400/\$150 each add'l hr.	
<i>10:30pm-midnight Sat/Sun</i>	After Hours Fee	\$150/hr	\$200/hr	
	Wedding & Special Event Package <i>(Includes building, concession, 2-tents, 3-hours pre-event planning, janitorial services after event – 150 guests or less)</i>	\$1,400	\$1,600	
<i>Mon-Fri 10:30am-10:30pm</i>	Wedding & Special Event Package <i>(Includes building, concession, 2-tents, 3-hours pre-event planning, janitorial services after event – 150 guests or less)</i>	\$1,350	\$1,500	
	Add Wedding Arch and Chair Rental – 100 guests	-	\$250	
	Over 150 guest – additional fee per 100 guests	-	\$100	
	Police	Current Rate	Current Rate	
<i>10:30pm-midnight Half Day - PM</i>	After Hours Fee	\$150/hr	\$200/hr	
	Basic Chalet/Tent	\$450	\$500	
<i>Fri. Evening 5:00pm-10:30pm</i>	Chalet Concession	\$500	\$550	
	Early Entry	\$85/hr	\$100/hr	
Hayride Private Events	Hourly Rental (3 hour minimum) as available-October or as available Sunday-Thursday, Friday & Saturday after 5pm only	\$100/hr	\$150/hr	
	Additional Charges:			
	Polices	Current Rate	Current Rate	
	Hayride: 4 trips minimum/maximum 25 riders	\$350	\$400	
	4-6 trips	\$75/each trip over 4	\$90/each trip over 4	
	7-12 trips	\$75/each trip over 6	\$90/each trip over 6	
	13 or more trips	\$75/each trip over 12	\$90/each trip over 12	
	Tent Rental (small size available)	\$50-\$375	\$60-\$400	
	<i>Business Day Mon-Fri 8am-4pm</i>	Basic Chalet/Tent	\$500	\$600
		Chalet/Refrigerator/Tent	\$550	\$650
		Early Entry	\$85/hr.	\$100/hr.
		Birthday Party Rental <i>(During Public Hours-Designated Times. Food must be purchased from Concession. May bring a birthday cake).</i>	\$75	\$100-\$600
<b>Season Passes</b>				
	-Individual Adult	\$75	\$85	
	-Individual Child	\$60	\$70	
	-Family (up to 4)	\$185	\$200	
<b>Pre-Holiday Season Pass (through December 24<sup>th</sup>)</b>				
	-Individual Adult	\$70	\$85	
	-Individual Child	\$60	\$70	
	-Family (up to 4)	\$170	\$190	
<i>Weekends/Holidays</i>	<b>Admission</b>			
	-Adult	\$14	\$15	
	-Child	\$12	\$13	
	-One Ride Ticket	\$8	\$8	
	-One Ride Upgrade (adult/child)	\$7/5	\$7/5	

DESCRIPTION	CHALET	2022-2023 SEASON RATES	PROPOSED 2023-2024 SEASON RATES
	Group Admission		
	-Adult	\$13	\$14
	-Child	\$11	\$12
<i>Discount</i>	Locker Fees	\$0.75	\$0.75
	Military Discount (maximum 6 people – Military ID required)	\$11 each/ max 6	\$12 each/ max 6
	<b>Private Rental</b>		
	-100 patrons, 3-hr rental	\$900	\$1,200
	-Over 100 patrons	\$11/each	\$12/each
	-Additional hour of private tobogganing following initial 3 hr rental – 100 patrons	\$300	\$500
	<b>Early Entry (Set Up)</b>	\$85/hr	\$100/hr
	-After Event Building Use (Non-Tobogganing)	\$150/hr	\$200/hr
	<b>Additional Charges</b>		
	-Police	Current Rate	Current Rate
	<b>Small Group Party Rental (Maximum 150 Riders)</b> <i>(Available Fridays Public Hours Only, excludes Holiday Hours. Other discounts and rates do apply.)</i>		
	-30 riders for 4-hour period	\$350	\$400
	-Maximum 50 riders per group – Rate Per Person over 30	\$11/each	\$12/each
<i>Sat. Evening 6-10pm Hayrides, Square Dance, Designated Dates Only</i>	<b>Public Per-Person admission</b>		
	Saturday/Tractor/Dance (6-10 pm)		
	-Adult	\$10	\$12
	-Child	\$8	\$10
	<b>Group Rates – Building, Grounds and Concession Open</b>		
<i>Designated Dates, 10am-2pm Saturday Evenings 6-10 pm</i>	<b>Day Rides</b>		
	-Preschool & Seniors pre-arranged	\$140/wagon	\$175/wagon
	-Tractor-Drawn Wagons	\$185/wagon	\$200/wagon
	<b>Public Hayrides</b> pre-arranged tractor-drawn wagons	\$185/wagon	\$200/wagon
	<b>Saturday Hayrides</b>		
	-Tent Rental Only	\$250	\$300
	-Tent and 1 Hay Wagon	\$400	\$450
	-Tent and 2 Hay Wagons	\$550	\$600
	-Tent and 3 Hay Wagons	\$700	\$750
	-Tent and 4 Hay Wagons	\$850	\$900
	<b>No Public Hayrides on Sunday</b>		
<b>Concessions</b>			
<i>Oct. 14-March 16</i>	Menu prices will fluctuate with suppliers, market value, availability and brands; however, prices will be set at fair and equitable value. Menu prices will be determined at the beginning of each respective season, and will be available upon request		
<i>With rental, 2 weeks advance notice; payment 2 weeks prior to event with final deposit</i>	Carbonated beverages (includes ice) – 12oz cans	\$20/case	\$22/case
	Ice (per bag)	\$3	\$4
	Coffee – 64oz pot, 20oz coffee packet filter, cream, sugar & stirrers	\$12	\$15
	Coffee Cups – Sleeve of 50, 12oz, hot cups	\$8	\$10
	Manager approved discounted rates may apply based on market and/or availability. Non-profit organizations receive a 10% discount on spring, summer and fall rentals.		



DESCRIPTION	LEDGE POOL/WALLACE LAKE	2022 RATES	PROPOSED 2023 RATES	
Ledge Pool & Recreation Area	<b><u>Advanced Sale – Season Pass</u></b>			
	-Individual (tax district)	\$75	\$80	
	-Individual (senior tax district)	-	\$40	
	-Individual (non-tax district)	\$90	\$95	
	-Individual (senior non-tax district)	-	\$47.50	
	-Family (2-6 people, tax district)	\$125	\$130	
	-Family (senior – 2-6 people, tax district)	-	\$65	
	-Family (2-6 people, non-tax district)	\$155	\$160	
	-Family (senior – 2-6 people, non-tax district)	-	\$80	
	<i>(Pre-Season; December – May 1st \$10 Discount for Individual and \$15 Discount for Family)</i>			
		<b><u>Season Pass</u></b>		
	-Individual (tax district)	\$85	\$90	
	-Individual (senior tax district)	-	\$45	
	-Individual (non-tax district)	\$100	\$105	
	-Individual (senior non-tax district)	-	\$52.50	
	-Family (2-6 people, tax district)	\$140	\$145	
	-Family (senior 2-6 people, tax district)	-	\$72.50	
	-Family (2-6 people, non-tax district)	\$170	\$175	
	-Family (senior 2-6 people, non tax district)	-	\$87.50	
	-Season Pass ID Replacement	\$3	\$8	
	-Child Care Provider/Additional Family Member Pass	\$50	\$55	
		<b><u>Admissions</u></b>		
	-Adult	\$8	\$8	
	-Child (3-11 years)	\$7	\$7	
	-Child (2 years and under)	Free	Free	
-Senior (65 and over)	\$4	\$4		
-Advanced sale swim ticket	\$6	\$6		
Admission Discount	<b><u>Military Discount (maximum 6 people – Military ID required)</u></b>	50% off	50% off	
	<b><u>Swim Lessons</u></b>			
-Non-member	\$70	\$75		
-Member	\$50	\$55		
	<b><u>Junior Lifeguarding Course</u></b>			
-Non-member	\$70	\$75		
-Member	\$50	\$55		
	<b><u>Lifeguard Course</u></b>			
-Full Course	\$215	\$225		
-Review Course	\$90	\$100		
-Waterfront Lifeguard Module	\$90	\$100		
	<b><u>Lifeguard Instructor Course</u></b>	\$215	\$225	
	<b><u>Water Safety Instructor Course</u></b>	\$215	\$225	
	<b><u>Pool Party Rental Package (tent/tables plus admission for up to 10)</u></b>			
-Non-member	\$100	\$105		
-Member	\$75	\$80		
	<b><u>ARC CPR for the Professional Rescuer Challenge Course</u></b>	\$50-\$80	\$55-\$85	
	<b><u>ARC Community CPR/First Aid</u></b>	\$50-\$80	\$55-\$85	
	<b><u>Private Swim Lesson</u></b>	\$30	\$30	
	<b><u>Boy Scout/Girl Scout Swim Badge Assessment</u></b>	\$15	\$20	
Ledge Rock Café	<i>Menu Prices will fluctuate with suppliers, market value, availability and brands; however, prices will be set at a fair and equitable value. Menu prices will be determined at the beginning of each respective season and will be available upon request.</i>			
Food Concession				
Wallace Lake	<b><u>Paddleboats</u></b>			
	-2-3 Person Rental for ½ hour	\$12	\$20	
	-4-5 Person Rental for ½ hour	\$12	\$20	
	-2-3 Person Rental for 1 hour	\$15	\$26	
	-4-5 Person Rental for 1 hour	\$15	\$26	

DESCRIPTION	LEDGE POOL/WALLACE LAKE	2022	PROPOSED
		RATES	2023 RATES
Wallace Lake Concession	<b><i>Kayaks</i></b>		
	-1-Person Rental for 1 hour	\$20	<b>\$20</b>
	<b><i>Stand-up Paddle Board Rental</i></b>		
	-1 hour	\$20	\$20
	<i>Menu Prices will fluctuate with suppliers, market value, availability and brands; however, prices will be set at a fair and equitable value. Menu prices will be determined at the beginning of each respective season and will be available upon request.</i>		

DESCRIPTION	OUTDOOR EXPERIENCES	2022	PROPOSED
		RATES	2023 RATES
Outdoor Experiences	Classrooms and Conference Rooms	\$25-\$100/hr	\$25-\$100/hr
	Bus Tours	\$15-\$1,500	\$15-\$1,500
	Brecksville Nature Center Water Lab ( <i>Groups up to 30 participants</i> ) ( <i>May-Oct.</i> )	\$30-\$70	\$30-\$70
	Summer Day Camps	\$30-\$500	\$30-\$500
	Value added public programs	\$2-\$5,500	\$2-\$5,500
	O.R. Programs ( <i>See specific course offerings in catalogs</i> )	\$5-\$1,200	\$5-\$1,200
	O.E. Equipment Rentals	\$5-\$100	\$5-\$100
	Group Programs	\$30-\$1,000	\$30-\$1,000
	Out of County Programs	\$50-\$500	\$50-\$500
Virtual Programs	\$25-\$200	\$25-\$200	

DESCRIPTION	PARK OPERATIONS/POLICE DEPARTMENT/MARINAS	2022 RATES	PROPOSED 2023 RATES	
Park Operations	<b><u>Conference Room Rentals – Weekdays &amp; Weekends</u></b>			
	- <b><u>Hickory Room</u></b> (seats 70 max. auditorium style 50 max. classroom style)	\$75/hr(2hr. min.)	\$75/hr(2hr. min.)	
	(Includes use of room, kitchen with microwave and refrigerator (no stove) and building host fee; room set up; dishes/silverware/tablecloths/pitchers/cups/glasses, dry erase board with markers)			
	<b><u>Overhead Computer Projector Rental</u></b>	\$25/hr.	\$25/hr.	
	<b><u>Fishing Guide Permit</u></b>			
	-In County	\$50/annually	\$60/annually	
	-Out of County	\$100/annually	\$100/annually	
	Note: Rentals are not available for groups or organizations who produce revenue from event or program taking place while renting a facility.			
	Police Department	<b><u>Parking/Boat Launch Violation Fees</u></b>		
		<b>General Offense Parking/Boat Launch Ticket</b>		
-Fine remitted within 30 days		\$30	\$30	
-Fine remitted within 31-59 days		\$50	\$50	
-Fine remitted within 60-90 days		\$100	\$100	
<b>Handicapped Parking Violation Fees</b>				
-Fine remitted within 30 days		\$250	\$250	
-Fine remitted within 31-59 days		\$350	\$350	
-Fine remitted within 60-90 days		\$500	\$500	
Rivergate Heritage Parking		<b>351.03 Prohibited Standing or Parking Spaces:</b>		
	-A1 On sidewalk or trail; within 10 days	\$25	\$25	
	-A1 On sidewalk or trail; after 10 days	\$35	\$35	
	-A2 In front of driveway; within 10 days	\$25	\$25	
	-A2 In front of driveway; after 10 days	\$35	\$35	
	-A4 Within 10 ft of fire hydrant; within 10 days	\$25	\$25	
	-A4 Within 10 ft of fire hydrant; after 10 days	\$35	\$35	
	-A5 On crosswalk; within 10 days	\$25	\$25	
	-A5 On crosswalk; after 10 days	\$35	\$35	
	-A14 Where signs prohibit parking; within 10 days	\$25	\$25	
	-A14 Where signs prohibit parking; after 10 days	\$35	\$35	
	-A15 Within one foot of another parked vehicle; within 10 days	\$25	\$25	
	-A15 Within one foot of another parked vehicle; after 10 days	\$35	\$35	
	-A16 Parking lot, fee required; within 10 days	\$30	\$30	
	-A16 Parking lot, fee required; after 10 days	\$40	\$40	
	-351.04 Parking; handicapped location; within 30 days	\$250	\$250	
	-351.04 Parking; handicapped location; within 31-50 days	\$350	\$350	
	-351.04 Parking; handicapped location; within 51-90 days	\$500	\$500	
	<b>Police Special Detail Fees for patron-reserved park events</b>	\$45	\$45	
	<b>Tow General</b>	\$40	\$40	
	E. 55 <sup>th</sup> Marina	(January 1-December 31)		
		24' Dock (April 15-October 16)	\$1,330	\$1,475
		28' Dock (April 15-October 16)	\$1,553	\$1,725
		30' Dock (April 15-October 16)	\$1,664	\$1,830
		32' Dock (April 15-October 16)	\$1,774	\$1,950
		36' Dock (April 15-October 16)	\$1,994	\$2,190
		40' Dock (April 15-October 16)	\$2,210	\$2,430
		Winter Storage (October 16-April 15)	\$18.99/foot	\$18.99/foot
Fall Extended Transient Dockage		\$175/November	\$250/November	
Additional Watercraft (with prior office approval)		-	\$200	
Transient Dockage		\$2/Ft./Night	\$2/Ft./Night	
EN Marina		7' Beam & under (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$1,495	\$1,645
		7'1" – 7'6" Beam (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$1,620	\$1,785
	7'7" – 8' Beam (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$1,690	\$1,860	

DESCRIPTION	PARK OPERATIONS/POLICE DEPARTMENT/MARINAS	2022 RATES	PROPOSED 2023 RATES
	8'1" – 8'6" Beam (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$1,835	\$2,020
	8'7" – 9' Beam (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$1,935	\$2,130
	9'1" – 9'6" Beam (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$2,035	\$2,240
	9'7" – 10' Beam (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$2,140	\$2,355
	10'1" – 10'6" Beam (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$2,245	\$2,470
	10'7" – 11' Beam (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$2,330	\$2,565
	11'1" – 11'6" Beam (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$2,435	\$2,680
	11'7" – 12' Beam (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$2,540	\$2,795
	Jet Ski In-Water (May 1 <sup>st</sup> – October 16 <sup>th</sup> )	\$405	\$450
	Rack Dockage (May 1 <sup>st</sup> – April 30 <sup>th</sup> )	\$1,880	\$2,100
	Summer Boat Storage (May 15 <sup>th</sup> – Sept. 30 <sup>th</sup> )	\$3.50/ sq.ft.	\$4.25/sq ft
	Summer Trailer Storage (May 15 <sup>th</sup> – Sept.30 <sup>th</sup> )	-	\$225
	Winter Storage (October 15 <sup>th</sup> – May 14 <sup>th</sup> )	\$18.99/ft.	\$18.99/ft
	Kayak Locker	\$250	\$275
<b>Wildwood Marina</b>	Docks 1-6; East & West Side	\$910	\$1,000
	Docks 7-10; East & West Side	\$1,270	\$1,400
<b>Boat Launch Facilities</b>	Launch Fees (daily/seasonal/special event)	\$5-\$50	\$5-\$50
	Rivergate and Heritage Park Transient Docks	\$10-\$50	\$10-\$50
<b>Food &amp; Beverage Rental Spaces</b>	Scenic Valley Room (Emerald Necklace Marina)	\$200/hr (min. 2 hrs)	\$225/hr (min. 2 hrs)
	Lock 44 Room (Merwin's Wharf)	\$100/hr (min. 2 hrs)	\$150/hr (min. 2 hrs)
	Green Space adjacent to Merwin's Wharf	\$50/hr (min. 2 hrs)	\$100/hr (min. 2 hrs)
	Merwin's Wharf Entire Restaurant (only on days when restaurant is closed to public)	\$150/hr (min. 2 hrs)	\$200/hr (min. 2 hrs)
	E.55 On the Lake Patio	\$50/hr (min. 2 hrs)	\$100/hr (min. 2 hrs)
	E.55 On the Lake Sand Volleyball Court (only available when leagues are not scheduled) & Bocce Court	\$25/hr (min. 2 hrs)	\$30/hr (min. 2 hrs)
<b>*Water Taxi</b>	Boarding Pass	\$0-\$25	\$0-\$25
	Private Boat Rental (weddings/company outings) subject to limits of water taxi schedule	\$150/hr	\$200/hr (min. 2 hrs)
<b>Parking Lots</b>	Daily Rate	\$2-\$10	\$5-\$15
	Special Event Rate	\$5-\$40	\$10-\$50

\*Cleveland Metroparks may decide to waive water taxi fees if corporate Sponsorship is secured.

DESCRIPTION	<u>MARKETING/SPECIAL EVENTS/EXPERIENCES/FINANCE</u>	2022 RATES	PROPOSED 2023 RATES	
<b>MARKETING SPECIAL EVENTS EXPERIENCES</b>	Shelters – Tier I – (Weekdays – Mon.-Fri.)	\$150	\$175	
	(Weekends - Sat., Sun. & Holidays)	\$225	\$250	
	Shelters – Tier II – (Weekdays – Mon.-Fri.)	\$100	\$125	
	(Weekends – Sat., Sun. & Holidays)	\$175	\$200	
	All Park Reservations:			
	Special Event (Monday – Sunday)	\$50-\$50,000	\$100-\$50,000	
	Ball Diamonds (Monday – Friday)	\$75/4hrs	\$100/4hrs	
	Athletic & Multipurpose Fields (Monday – Sunday)	\$75/4hrs	\$100/4hrs.	
	Nature Centers – (Monday-Sunday as available)			
	-Rocky River	\$150 - \$3,000	\$200 - \$3,000	
	-North Chagrin	\$150 - \$3,000	\$200 - \$3,000	
	-CanalWay Center	\$150 - \$3,000	\$200 - \$3,000	
	-Watershed Stewardship Center	\$150 - \$3,000	\$200 - \$3,000	
	-Look About Lodge	\$150 - \$3,000	\$200 - \$3,000	
	All Nature Centers – (6PM – Midnight)	\$800	\$800	
	Birthday Parties	\$175/2hrs	\$200/2hr	
	AV Rentals	\$25	\$30	
	Clean Up Fee	Included in Fee	Included in Fee	
	Commercial Photo			
	-Half Day	\$375(6 hrs. or less)	\$400(6 hrs. or less)	
	-Full Day	\$750(6-24 hrs) consecutive	\$775(6-24 hrs) consecutive	
	Fishing Permit	\$50	\$60	
	Common use of existing photo, slide, video or illustrations			
	Image use	\$150/image	\$200/image	
	Minute	\$50/minute	\$75/minute	
	Speakers Bureau			
	Presentation within tax district	<i>No Charge</i>	<i>No Charge</i>	
	Presentation outside tax district	<i>No Charge</i>	<i>No Charge</i>	
	Exercise/Fitness/Dog Training, etc. (for profit groups) (Scheduled in general area – limited to 25 registrants per session, depending on area used).			
	(Equipment offered in nine picnic areas when permit issued for reservable picnic shelters)			
*Lakefront	\$50-\$50,000	\$100-\$50,000		
**Races & A-thons	\$100-\$20,000	\$200-\$20,000		
***Rivergate	\$150-\$50,000	\$250-\$50,000		
Weddings	\$100-\$500	\$150-\$500		
Ceremonies scheduled in general/shared-use areas (never in general public shelters) or any Park District Facility	per (2) hrs.	per (2) hrs		
“Emerald Necklace” Publication				
-Annual subscription fee in tax district	Free	Free		
-Annual subscription fee non-tax district	Free	Free		
Hinckley Lake Boathouse – (Rowboats, Canoes, Single Kayaks, Stand-up Paddleboard, and Corcl)				
1 hour	\$20	\$20		
Tandem Kayaks				
1 hour	\$24	\$24		
Paddle Boat with Canopy				
1 hour	\$24	\$26		
Pontoon Boat – 9 persons (2-hour limit per renter)	\$70	\$75		
Pontoon Boat – 12 persons (2-hour limit per renter)	\$80	\$85		
*Wendy Park	\$50-\$50,000	\$100-\$50,000		

DESCRIPTION	<u>MARKETING/SPECIAL EVENTS/EXPERIENCES/FINANCE</u>	2022 RATES	PROPOSED 2023 RATES
<p><i>*Price to be quoted based on number of attendees and or square footage utilized, as well as additional needs such as fencing, portable restrooms, refuse, operations, marketing and police staff support, food and beverage. Price ranges from \$100-\$50,000.</i></p>			
<p><i>** Price to be quoted based on number of attendees and or square footage utilized, as well as additional needs such as fencing, portable restrooms, refuse, operations, marketing and police staff support, food and beverage. Price ranges from \$200-\$20,000.</i></p>			
<p><i>*** Price to be quoted based on number of attendees and or square footage utilized, as well as additional needs such as fencing, portable restrooms, refuse, operations, marketing and police staff support, food and beverage. Price ranges from \$250-\$50,000.</i></p>			
<b>FINANCE DEPARTMENT</b>			
<b>Fees</b>	Non-clearing,* returned checks	\$30/check	\$30/check
<p><i>*As defined by administrative procedure.</i></p>			

**BOARD OF PARK COMMISSIONERS OF THE CLEVELAND METROPOLITAN  
PARK DISTRICT (“CLEVELAND METROPARKS”)**

**POLICY STATEMENT**

**SUBJECT:** Trademark and Logo Usage Policy

**EFFECTIVE DATE:** November 17, 2022—

---

**I. PURPOSE**

The Board of Park Commissioners of the Cleveland Metropolitan Park District (Cleveland Metroparks) owns brands, marks, names, and logos which are very important organizational assets. See the attached Exhibit A which includes all of Cleveland Metroparks’ list of trademarks.

The Cleveland Metroparks Trademark and Logo Usage Policy sets forth the authorized policies for using or referring to Cleveland Metroparks brands, trademarks, product and service names, logos and slogans.

**II. CLEVELAND METROPARKS’S TRADEMARK RIGHTS**

As the owner of its trademarks, Cleveland Metroparks has the exclusive right to use its trademarks, as well as the right to stop others from using its trademarks improperly or without authorization.

Identification of Cleveland Metroparks products or services is the sole permissible use of Cleveland Metroparks trademarks and logos. The following is a non-exhaustive list of impermissible uses of Cleveland Metroparks trademarks and logos:

- A. No Cleveland Metroparks trademark or logo may be incorporated into or used as part of a third party’s own logo, company name, product logo or otherwise.
- B. No Cleveland Metroparks trademark or logo may be used in any way that is likely to be confusing, misleading or deceptive as to the true identity or source of products, services, materials, courses or programs.
- C. No mark that is misleadingly similar in design or appearance to any Cleveland Metroparks mark or infringes on Cleveland Metroparks trademark rights may be used.
- D. No Cleveland Metroparks trademark or logo may be used in any manner that is likely to disparage, dilute or negatively affect Cleveland Metroparks reputation.
- E. No Cleveland Metroparks trademark or logo may be used in a way that is likely to imply that the user, its products, or its services are endorsed by, sponsored or affiliated with Cleveland Metroparks, without written permission from Cleveland Metroparks.

Cleveland Metroparks will pursue its legal rights against those who engage in any of the aforementioned activities or any other activities that infringe on Cleveland Metroparks trademark rights.

**BOARD OF PARK COMMISSIONERS OF THE CLEVELAND METROPOLITAN  
PARK DISTRICT (“CLEVELAND METROPARKS”)**

**POLICY STATEMENT**

**SUBJECT:** Trademark and Logo Usage Policy

**EFFECTIVE DATE:** November 17, 2022—

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**III. PROPER USE OF TRADEMARKS AND SYMBOLS**

Cleveland Metroparks trademarks and service marks shall be used so long as such references (a) are truthful, fair, and not misleading, and (b) comply with this Policy.

- A. When referencing Cleveland Metroparks, Cleveland Metroparks Zoo, Emerald Necklace, or Merwin’s Wharf entities, CLEVELAND METROPARKS, CLEVELAND METROPARKS ZOO, EMERALD NECKLACE, or MERWIN’S WHARF names may be used as a proper nouns. Cleveland Metroparks, Cleveland Metroparks Zoo, Emerald Necklace, or Merwin’s Wharf names may, in that instance, be used as a trade name, and no trademark symbol is needed when referring to the company.

Correct: Today, Cleveland Metroparks announced the opening of the new Fort Hill Staircase.

*Incorrect: Today, Cleveland Metroparks® announced the opening of the new Fort Hill Staircase.*

- B. Trademarks may not be used in the plural or the possessive.

Correct: Cleveland Metroparks Emerald Necklace.

*Incorrect: Cleveland Metroparks’ Emerald Necklace.*

Trademarks must not be used in the possessive.

Correct: Cleveland Metroparks Emerald Necklace.

*Incorrect: Cleveland Metropark’s Emerald Necklace.*

- C. Cleveland Metroparks trademarks may not be shortened, abbreviated or made into acronyms.

Correct: “Cleveland Metroparks”

*Incorrect: “CMP.”*

**IV. PROPER TRADEMARK ATTRIBUTION**

- A. Include a trademark notice when referring to a trademark. Place an appropriate trademark notice symbol (®) adjacent to the first or most prominent reference to the trademark. Do not add a space between the trademark name and the symbol. The symbol should be in superscript or subscript. In the absence of those symbols, a parenthetical notation such as (R) is acceptable.



**BOARD OF PARK COMMISSIONERS OF THE CLEVELAND METROPOLITAN  
PARK DISTRICT (“CLEVELAND METROPARKS”)**

**POLICY STATEMENT**

**SUBJECT:** Trademark and Logo Usage Policy

**EFFECTIVE DATE:** November 17, 2022—

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Correct: Edgewater LIVE®

Incorrect: Edgewater LIVE ®

- B. Use the appropriate trademark symbol. When referring to Cleveland Metroparks trademarks, use the “®” symbol in accordance with the status of the particular Cleveland Metroparks product or service.
- C. Use the trademark legend. In addition to applying the appropriate symbol to the trademark being used, third parties must attribute all Cleveland Metroparks Trademarks in an appropriate trademark legend. The legend may be printed in small print; however, it must be large enough to be legible. Permissible locations to place the legend include, but are not limited to, the end of a document, on the back of a package or on the bottom of a web page.
  - 1. Use the following standard trademark legend in all material referencing any Cleveland Metroparks trademark:

“Cleveland Metroparks, [*insert all other trademarks, product names, service names, program names, etc., that are referred to or displayed in the document*] are registered trademarks of Cleveland Metroparks.”

**V. USE OF CLEVELAND METROPARKS LOGOS**

Cleveland Metroparks logos may only be shown independently. A logo may not be used in the context of a written description. Additionally, Cleveland Metroparks logos shall only be used in accordance with the Cleveland Metroparks Style Guide, and as may be amended from time to time, available on the employee portal.

**VI. THIRD PARTY USE OF CLEVELAND METROPARKS TRADEMARKS**

- A. Affiliates of Cleveland Metroparks, licensees, and other third parties are limited to specific, approved uses of Cleveland Metroparks trademarks. Affiliates may not use any Cleveland Metroparks trademark as part of their own logo or company name or in third party advertising, product packaging, website or other promotional materials.
- B. Non-affiliate third parties must use Cleveland Metroparks trademarks within the parameters outlined below. Unauthorized or improper use of Cleveland Metroparks trademarks may infringe on Cleveland Metroparks trademark rights.
  - 1. Cleveland Metroparks trademarks may not be used in third party company or product names without a written trademark license agreement.

**BOARD OF PARK COMMISSIONERS OF THE CLEVELAND METROPOLITAN  
PARK DISTRICT (“CLEVELAND METROPARKS”)**

**POLICY STATEMENT**

**SUBJECT:** Trademark and Logo Usage Policy

**EFFECTIVE DATE:** November 17, 2022—

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2. A licensed third party shall not use any other trademark or service mark in close proximity to any of the Cleveland Metroparks trademarks or combine marks in either case so as to effectively create a unitary composite mark, *without the prior written approval of Cleveland Metroparks*; provided, however, nothing herein shall prevent such licensed third party from preparing and distributing marketing materials in which the Cleveland Metroparks Trademarks and the licensed third party’s marks appear on the same page or slide as discrete marks. Notwithstanding the foregoing, each use of Cleveland Metroparks trademarks is subject to Cleveland Metroparks pre-approval, such approval may be withheld at its sole discretion.
3. Prior to publication or release, written approval by Cleveland Metroparks must be received by all third parties of advertising and/or marketing collateral or other materials that use Cleveland Metroparks trademarks.
4. Neither domain names nor metatags in third party websites may use or include Cleveland Metroparks trademarks without Cleveland Metroparks advance written consent.
5. Additionally, without Cleveland Metroparks advance written consent, third parties may not hyperlink or deeplink to Cleveland Metroparks webpages, unless the third party provides clear and unmistakable notice that the end user is exiting that website and entering the Cleveland Metroparks website. The sole circumstance under which deeplinking is permissible is when a need for information on Cleveland Metroparks products, programs, services or technologies exists on the third party website.
6. Proper references to Cleveland Metroparks products or services by third parties is permissible. To refer to Cleveland Metroparks products and services, third parties may use Cleveland Metroparks trademarks but only if used properly and accompany the trademarks with the appropriate trademark symbol and legend. For further guidance, please refer to Section 2 of this policy entitled “Proper Use of Trademarks and Symbols.”

**C. THIRD PARTY USE OF CLEVELAND METROPARKS LOGOS**

Cleveland Metroparks logos may be used only when licensed from Cleveland Metroparks. If a company or individual has a valid written license agreement in effect with Cleveland Metroparks, that company or individual must use the logo in accordance with the specifications described in the license agreement. Those guidelines are license specific, and will not be addressed in this general Policy. In the event that the terms of an individual license and this

**BOARD OF PARK COMMISSIONERS OF THE CLEVELAND METROPOLITAN  
PARK DISTRICT (“CLEVELAND METROPARKS”)**

**POLICY STATEMENT**

**SUBJECT:** Trademark and Logo Usage Policy

**EFFECTIVE DATE:** November 17, 2022—

Policy conflict, the terms of the individual license shall govern. A logo licensee whose license does not describe limitations on use of the logo should follow the guidelines found in Section 2.

References:

Federal Trademark Act (also known as the Trademark Act of 1946 and the Lanham Act). 15 U.S.C. §§ 1051–1127.

Trade name registration. Ohio Rev. Code Ann. §§ 1329.01–1329.10.

Trademark registration. Ohio Rev. Code Ann. §§ 1329.54–1329.99.

Rules of practice in trademark cases. 37 C.F.R. §§ 2.1–2.189.

Assignment and recording of trademark applications and registrations. 37 C.F.R. §§ 3.1–3.85.

Classification of goods and services under Trademark Act. 37 C.F.R. §§ 6.1–6.4.

Replaces and Supersedes: Trademark and Logo Usage Policy, November 30, 2017 n/a










Approved:

\_\_\_\_\_  
Chief Executive Officer-Secretary

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Approval Date

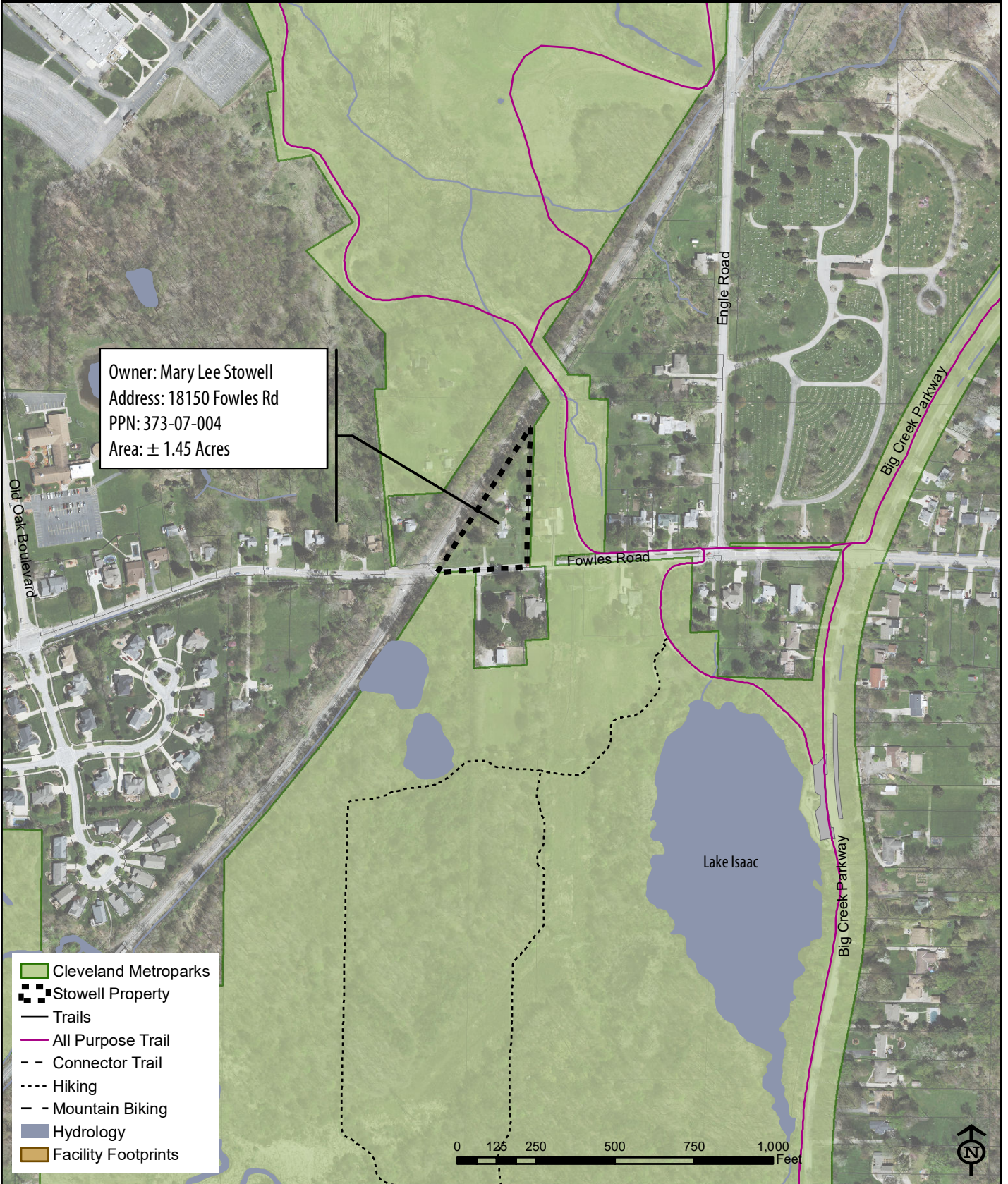
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Review Date

EXHIBIT A

CLEVELAND METROPARKS
CLEVELAND METROPARKS Logo 
CLEVELAND METROPARKS ZOO

 CLEVELAND METROPARKS ZOO SECURING A FUTURE FOR WILDLIFE
 CLEVELAND METROPARKS ZOO SECURING A FUTURE FOR WILDLIFE
EDGEWATER LIVE

EMERALD NECKLACE
MERWIN'S WHARF

RED LINE GREENWAY

WILD WINTER LIGHTS
WILD WINTER LIGHTS 



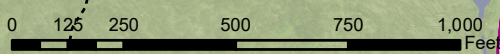
Big Creek Reservation

# Stowell Property - Middleburg Heights

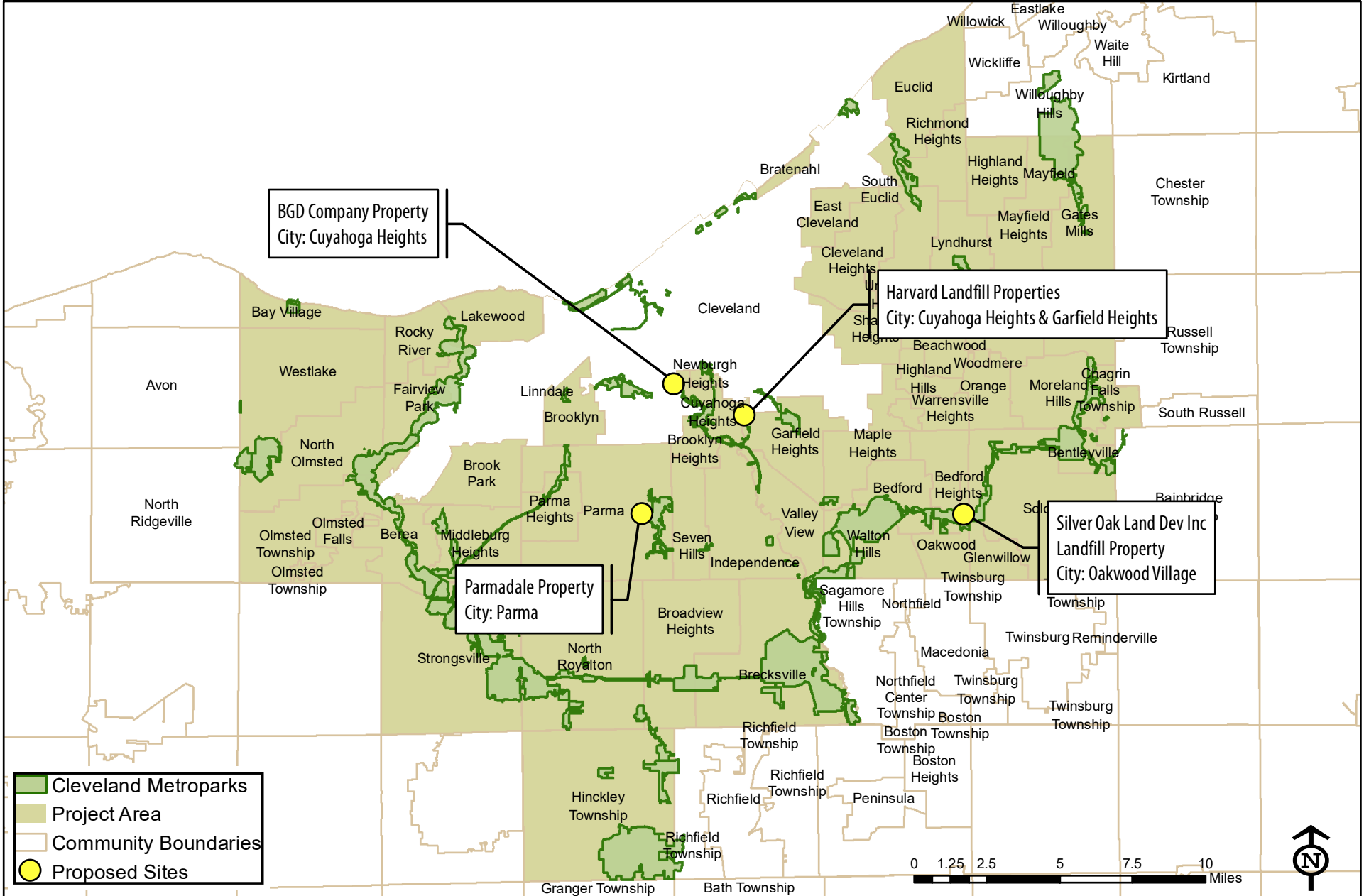


Owner: Mary Lee Stowell  
 Address: 18150 Fowles Rd  
 PPN: 373-07-004  
 Area: ± 1.45 Acres

- Cleveland Metroparks
- Stowell Property
- Trails
- All Purpose Trail
- Connector Trail
- Hiking
- Mountain Biking
- Hydrology
- Facility Footprints



# USEPA Brownfields Assessment Grants Program





**Resolution of Authorization  
U.S. Environmental Protection Agency  
Brownfields Community-Wide Assessment Grants**

**November 17, 2022**

WHEREAS, the U.S. Environmental Protection Agency, through the Brownfields Assessment Grants program, administers financial assistance for the inventory, assessment, and plan development for known or potential brownfield sites; and

WHEREAS, Cleveland Metroparks has a vested interest in protecting and stewarding additional greenspace throughout Cuyahoga County; and

WHEREAS, Cleveland Metroparks plans to assess properties in Cuyahoga County for potential contamination prior to acquisition or restoration; and

WHEREAS, Cleveland Metroparks desires financial assistance under the Brownfields Assessment Grant program,

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

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

That Brian M. Zimmerman is hereby authorized and directed to execute and file an application with the U.S. Environmental Protection Agency and to provide all information and documentation required to become eligible for possible funding assistance.

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

\_\_\_\_\_  
Debra K. Berry, President  
Board of Park Commissioners

**CERTIFICATE OF RECORDING OFFICER**

I, the undersigned, hereby certify that the foregoing is a true and correct copy of the resolution adopted by Cleveland Metroparks on the 17<sup>th</sup> day of November 2022, and that I am duly authorized to execute this certificate.

\_\_\_\_\_  
Brian M. Zimmerman  
Chief Executive Officer

**Resolution Authorizing Applications to the Ohio Department of Natural Resources  
Division of Parks and Watercraft for Navigational Aids**  
November 17, 2022

WHEREAS, The State of Ohio, through the Ohio Department of Natural Resources Division of Parks and Watercraft, provides navigational aids to mark Ohio's waterways through the Navigational Aids program, and

WHEREAS, Cleveland Metroparks desires navigational aids for Huntington Beach and Euclid/Villa Angela Beach to designate "No Wake Zones" and "No Boats" areas.

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

1. That the Board of Park Commissioners of the Cleveland Metropolitan Park District approves filing two applications for navigational aids for Huntington Beach and Euclid/Villa Angela Beach through the Navigational Aids program.
2. That Brian M. Zimmerman, Chief Executive Officer, is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible assistance through the Navigational Aids program.
3. That Brian M. Zimmerman, Chief Executive Officer, is authorized to enter into any agreements necessary and appropriate for obtaining the navigational aids.
4. That the Board of Park Commissioners of the Cleveland Metropolitan Park District does agree to install and maintain the navigational aids under the terms and conditions of the Navigational Aids program.

\_\_\_\_\_  
Debra K. Berry  
President, Board of Park Commissioners  
Cleveland Metropolitan Park District

**CERTIFICATE OF RECORDING OFFICER**

I, the undersigned, hereby certify that the foregoing is a true and correct copy of the resolution adopted by Cleveland Metroparks on the 17<sup>th</sup> day of November 2022, and that I am duly authorized to execute this certificate.

\_\_\_\_\_  
Brian M. Zimmerman  
Chief Executive Officer





LAKE ERIE

5,400 SF VEGETATED BIOSWALE

NEW NORTHERN STORM SEWER CONVEYANCE SYSTEM

\* ASPHALT PAVEMENT MODIFICATIONS AS NEEDED TO ROUTE SURFACE DRAINAGE TO NEW STORM SEWER SYSTEMS

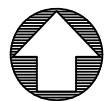
NEW SOUTHERN STORM SEWER CONVEYANCE SYSTEM

BEACH HOUSE

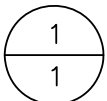
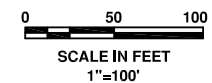
5,400 SF VEGETATED BIOSWALE



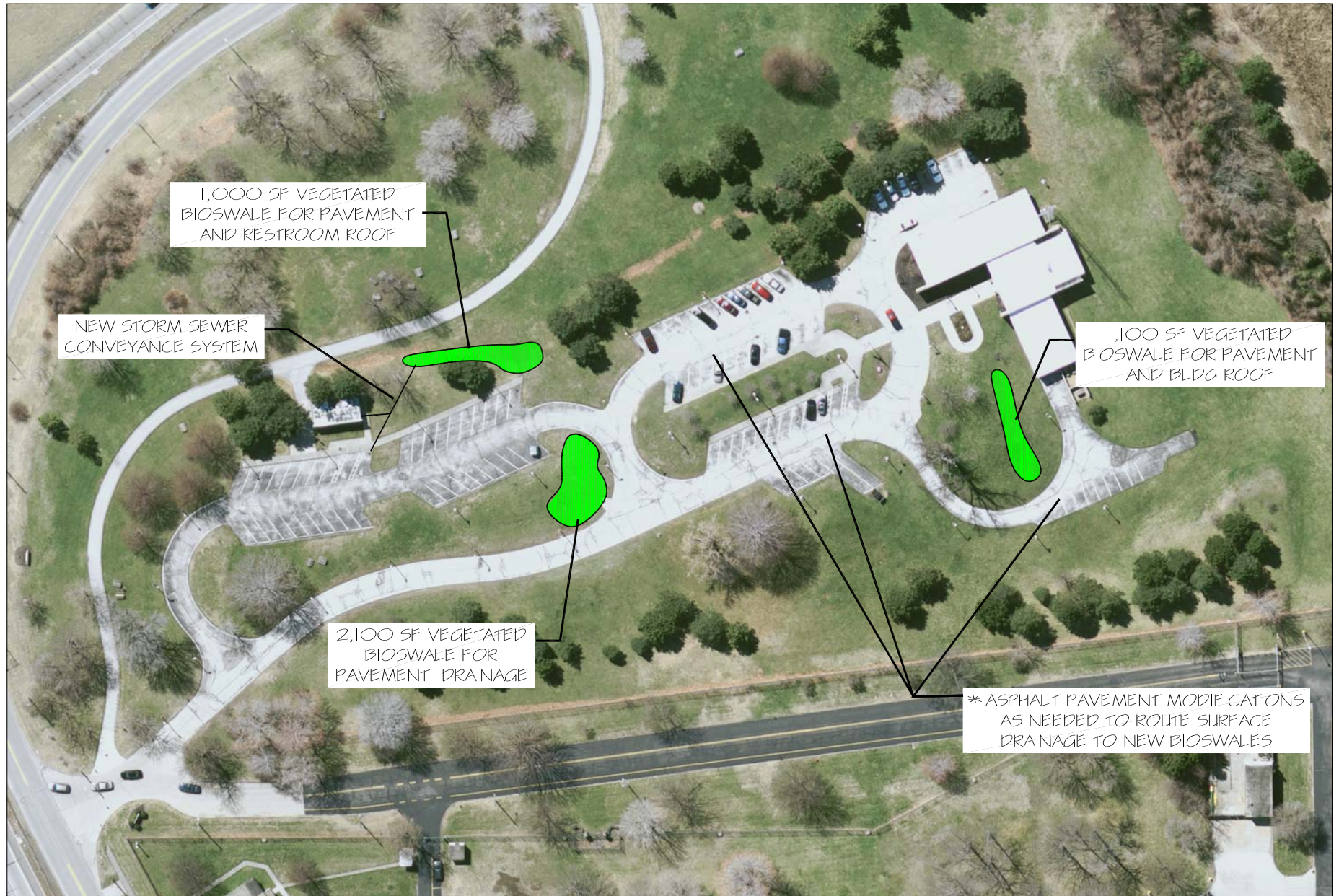
**Cleveland Metroparks**



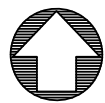
**GREEN INFRASTRUCTURE IMPROVEMENTS  
EDGEWATER BEACH HOUSE**







**Cleveland  
Metroparks**



**GREEN INFRASTRUCTURE IMPROVEMENTS  
LAKEFRONT ADMINISTRATION BUILDING**

0 50 100  
SCALE IN FEET  
1"=100'

1  
1

**LEGISLATION CONSENT**

Rev. 8/5/2022

**Ordinance/Resolution #:** \_\_\_\_\_

**ODOT Project Title:** Municipal Bridge Inspection Program

The following is a/an Resolution enacted by the Cleveland Metroparks of Cuyahoga  
(Ordinance/Resolution) (Local Public Agency)  
County, Ohio, hereinafter referred to as the Local Public Agency (LPA).

**SECTION I – Project Description**

WHEREAS the (LPA) has determined the need for the described project:

*Bridge Inspection Program Services, including, but not limited to routine inspections, element level inspections, critical findings report, fracture critical member inspections, load rating calculations and reports, weight limits posting sign recommendations, scour assessments, scour plan of actions, development of fracture critical plans, and underwater dive inspection reports if needed.*

NOW THEREFORE, be it ordained by the Cleveland Metroparks of Cuyahoga County, Ohio.  
(LPA)

**SECTION II – Consent Statement**

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project.

**SECTION III – Cooperation Statement**

The LPA shall cooperate with the Director of Transportation in the above-described project as follows:

*The State shall assume and bear 100% of all the cost for Bridge Inspection Program Services requested by the Park District and agreed to by the State. Eligible Bridge Inspection Services are described in the Consultant’s Scope of Services Task Order Contract (Exhibit A).*

*The LPA agrees to pay 100% of the cost of those features which are not included in Exhibit A. Those features may include but not limited to the purchasing and erecting the recommended weight limits postings signs, the implementation of critical findings reports such as partial or total bridge closures, the implementation of the scour plan of actions. When recommendations affect public safety, ODOT expects full implementation by the Park District. As of October 2019, FHWA requires installing weight limits posting signs within 30 days from the official date of the approved recommendations. Timely implementation is essential to the success of this program.*

**SECTION IV – Utilities and Right-of-Way Statement**

The LPA agrees that all right-of-way required for the described project will be made available in accordance with current State and Federal regulations.

**SECTION V – Project Duration and Consent Applicability**

The Project is based on the available funds provided by ODOT aimed at assisting the LPA in reaching compliance with State and Federal laws and policies for bridge inspection. The Project specifics (program duration, PID number, and consultant scope of services (Exhibit A)) shall be provided to the designated LPA Contractual Agent via email sent by ODOT Office of Structural Engineering (OSE).

ODOT will seek additional funds to renew the project in future years. If such funds are allocated, ODOT will send an email with the Project specifics to the designated LPA Contractual Agent seeking approval for the new Project. ODOT will not proceed with any Project that does not have written authorization via email from the designated LPA Contractual Agent.

**SECTION VI – Authorization of Project**

Brian Zimmerman – Chief Executive Officer of the Cleveland Metroparks is hereby empowered on behalf of the  
(Contractual Agent – Designated Position) (LPA)  
Board of Park Commissioners of the Cleveland Metropolitan Park District to provide written authorization via email to the Director of Transportation to  
(LPA)  
complete the above-described project and any renewals.

Passed: \_\_\_\_\_, 20 22 .  
(Date)

Attested: \_\_\_\_\_  
(Clerk)

\_\_\_\_\_  
(Contractual Agent of LPA – Chief Executive Officer)

Attested: \_\_\_\_\_  
(Title)

\_\_\_\_\_  
(President of the Bd. of Park Commissioners)

The Resolution is hereby declared to be an emergency measure to expedite the highway project and  
(Ordinance/Resolution)  
to promote highway safety. Following appropriate legislative action, it shall take effect and be in force immediately upon its passage and approval, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

**CERTIFICATE OF COPY  
STATE OF OHIO**

The Cleveland Metroparks of Cuyahoga County, Ohio  
(LPA)

I, \_\_\_\_\_, as Clerk of the Cleveland Metroparks  
(LPA)  
of Cuyahoga County, Ohio, do hereby certify that the foregoing is a true and correct copy of  
Resolution adopted by the legislative Authority of the said  
(Ordinance/Resolution)  
Cleveland Metroparks on the \_\_\_\_\_ day of \_\_\_\_\_, 20 22.  
(LPA)

That the publication of such Resolution has been made and certified of record according to  
(Ordinance/Resolution)  
Law; that no proceedings looking to a referendum upon such Resolution have been taken;  
(Ordinance/Resolution)  
and that such certificate of publication thereof are of record in Resolution,  
Page \_\_\_\_\_,  
(Record No.) (Ordinance/Resolution)

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if applicable,  
this \_\_\_\_\_ day of \_\_\_\_\_ 20 22.

\_\_\_\_\_  
(Clerk)

**(PARK DISTRICT SEAL)**

Cleveland Metroparks of Cuyahoga County, Ohio  
(LPA)

(If the LPA is designated as a City then the "City Seal" is required. If no Seal, then a letter stating "No Seal is required to accompany the executed legislation.)

The foregoing is accepted as a basis for proceeding with the project herein described.  
For the Cleveland Metroparks of Cuyahoga County, Ohio.  
(LPA)

Attested: \_\_\_\_\_ Date \_\_\_\_\_  
(Contractual Agent)



For the State of Ohio

Attested: \_\_\_\_\_ Date \_\_\_\_\_  
(Director, Ohio Department of Transportation)

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

**SUBJECT:** Property Line Encroachment Policy

**EFFECTIVE DATE:**

---

## **I. PURPOSE**

Cleveland Metroparks consists of over 24,000 acres of park land and has several hundred miles of property boundaries and thousands of neighbors. While Cleveland Metroparks property lines are respected by many adjoining landowners, encroachments onto Park District property do occur. An encroachment is defined as the unauthorized use of Cleveland Metroparks property, typically for the private benefit of an adjacent property owner.

Examples of encroachments include, but are not limited to, the following:

- Structures erected on Cleveland Metroparks property (e.g., buildings, sheds, garages, fences, invisible pet fences, decks, playhouses, play equipment, stairs, bridges, lean-tos, deer stands, etc.)
- Cutting or maintaining vegetation on Cleveland Metroparks property (e.g., mowing vegetation, cutting or killing trees, planting vegetation, including planting hedges or trees for privacy, etc.)
- Landscaping and private use areas on Cleveland Metroparks property (e.g., private trails, ATV trails and use, patios, firepits, picnic tables and other outdoor furniture, gardens, ballfields, sport areas, parking spaces, etc.)
- Storage of materials on Cleveland Metroparks property (e.g., firewood, trash and compost bins, machinery, tools, construction materials and equipment, landscaping materials and equipment, boats, RVs, cars, etc.)
- Disposal of materials on Cleveland Metroparks property (e.g., dumping of grass clippings, leaves, brush, and other yard waste, dumping of trash and other refuse, etc.)

Encroachments damage the natural resources Cleveland Metroparks is tasked with protecting, limit public access to public lands, and detract from public enjoyment of public lands. As a steward of these public lands, it is necessary for Cleveland Metroparks to attentively monitor its park boundaries for encroachments and restore encroached upon areas to park use for public good.

## **II. POLICY**

Cleveland Metroparks regularly inspects its property boundaries to identify encroachments. These regular inspections are conducted by Park Managers and Park Operations staff, as they regularly manage and maintain Park District property and are recognized as the first line of defense against property line encroachments. Additional support is provided by the Real Estate Division, which monitors property boundaries and areas of concern using GIS, aerial photography, and field inspections.

As encroachments are identified and verified, Cleveland Metroparks staff will contact the property owner suspected of the encroaching activity and request a resolution to the issue. A significant percentage of property line encroachments are due to property owners not knowing the location of the

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

**SUBJECT:** Property Line Encroachment Policy

**EFFECTIVE DATE:**

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property line or not knowing the negative impacts caused by encroachments. It is, therefore, the Park District's policy that the encroachment resolution process begins as an educational process, rather than a punitive one. Cleveland Metroparks created the Good Neighbor Guide, attached as Exhibit A, to educate the public on how to be a good neighbor to the Park District and the important role neighbors can play in preserving natural resources and public enjoyment of public lands.

### **III. PROCEDURES**

#### **A. Property line inspection**

Cleveland Metroparks will inspect the property boundaries for each Reservation at least once every three (3) years. The triennial property line inspections will be conducted by the Real Estate Division using GIS and aerial photography to identify and document potential encroachments.

In addition to the property line inspection process, Cleveland Metroparks staff, through day-to-day park operations, will periodically identify, or be notified of, encroachments on park property. Cleveland Metroparks staff will notify the Real Estate Division and Park Manager upon discovery of a suspected encroachment.

#### **B. Problem verification**

Upon identification of a suspected encroachment, the Real Estate Division, with support from the Park Manager, will inspect property boundaries to field verify that an encroachment exists. A log of the inspection will be kept, including the date of the inspection, a description of the issue, and photo documentation of the issue. If an area is difficult to access in the field, aerial imagery may be used for documentation of an encroachment.

Cleveland Metroparks Surveyors can assist in delineating park boundaries to help verify encroachments. Natural Resources staff are also available to assess impacts to the Park District's natural resources by encroaching activities.

#### **C. Problem resolution**

1. In all property line violations, the Real Estate Division or Park Manager will mail, or personally deliver, a standard letter to the suspected encroaching property owner describing the type of encroachment(s) identified and requesting a resolution to the problem within a reasonable period of time. A copy of the Good Neighbor Guide will be attached to the encroachment letter (Attachment A). The Real Estate Division, in coordination with the Park Manager, will keep an inspection log documenting the encroachment, correspondence with the property owner suspected of the encroaching activity, and the resolution of the issue.



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**SUBJECT:** Property Line Encroachment Policy

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Appeal - If the property owner receiving a letter wishes to challenge the existence of an encroachment, they may hire a surveyor, or obtain other professional services, at their own cost.

2. The Real Estate Division or Park Manager shall monitor compliance with the established resolution deadline outlined in the encroachment letter. If a resolution to the problem has not been achieved within the given deadline, then a follow-up letter will be mailed to the encroaching property owner.
3. If an acceptable resolution still has not occurred after the deadline given in the follow-up letter, then, based on the discretion of the Real Estate Division and the Park Manager, the problem may be elevated to the Cleveland Metroparks Police Department and/or the Cleveland Metroparks Legal Department, with attention to the Chief Executive Officer or Chief Operating Officer.

Severe or actively occurring encroachments may be elevated directly to the Cleveland Metroparks Police Department and/or the Cleveland Metroparks Legal Department, where necessary.

Cleveland Metroparks retains the right to directly resolve unauthorized encroachments on Park District property at any time and for any reason (eg., demolishing structures, removing stored materials, cleaning up dumped materials, etc.). Cleveland Metroparks will assess costs associated with resolving encroachments against the encroaching property owner.

#### **IV. DESTRUCTION OF VEGETATION AND NATURAL RESOURCES**

When the Park District's vegetation and natural resources are damaged by encroaching property owners, Cleveland Metroparks may seek compensation for the value of the destroyed natural resource. The most common example of destruction of vegetation is a neighboring property owner cutting trees on Cleveland Metroparks property. To determine the value of damaged or destroyed vegetation, the Natural Resources Division will utilize the *Guide for Plant Appraisal, 10<sup>th</sup> Edition, Revised* (or subsequent editions), published by the Council of Tree and Landscape Appraisers, or other methodology in line with best practices for the valuation of vegetation and natural resources. As part of the encroachment resolution process, the appraised value of the damaged vegetation will be requested from the encroaching property owner, and the funds will be added to the Cleveland Metroparks Legacy Fund. Cleveland Metroparks uses the Legacy Fund to purchase trees and plants to help create a healthy environment for wildlife and preserve and enhance the natural beauty of Cleveland Metroparks.



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**SUBJECT:** Property Line Encroachment Policy

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References:

Replaces and Supersedes: Property Line Encroachment Policy – 11/30/2017

Approved:

\_\_\_\_\_  
Chief Executive Officer-Secretary

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Approval Date

\_\_\_\_\_  
Review Date



## Cleveland Metroparks Good Neighbor Guide

The primary mission of Cleveland Metroparks is protecting nature, connecting communities, and inspiring the conservation of our world. The Park District serves as a steward to over 24,000 acres of land in 18 reservations, including 8 golf courses and the Cleveland Metroparks Zoo.

Neighbors living adjacent to Cleveland Metroparks Reservations play an important role in the Park District's conservation mission. Cleveland Metroparks has hundreds of miles of property boundaries and thousands of neighbors. The goal of the Good Neighbor Guide is to educate Cleveland Metroparks' neighbors on how they can support the Park District's conservation goals by being attentive to their property boundaries.

The Good Neighbor Guide supplements the Cleveland Metroparks Property Line Encroachment Policy, which guides how the Park District monitors its property boundaries and resolves issues with encroaching property owners. An encroachment is defined as the unauthorized use of Cleveland Metroparks property, typically for the private benefit of an adjacent property owner. The Good Neighbor Guide seeks to prevent encroachments from occurring on Park District property by stating the Park District's expectations for neighboring property owners.

Encroachments onto Park District property damage natural resources and detract from public enjoyment of public lands. Encroachments can include, but are not limited to, the following:

- Erecting structures on Cleveland Metroparks property (e.g., buildings, sheds, garages, fences, invisible pet fences, decks, playhouses, play equipment, stairs, bridges, lean-tos, deer stands, etc.)
- Cutting or maintaining vegetation on Cleveland Metroparks property (mowing vegetation, cutting or killing trees, planting vegetation, including planting hedges or trees for privacy, etc.)
- Landscaping and creating private use areas on Cleveland Metroparks property (private trails, ATV trails and use, patios, firepits, picnic tables and other outdoor furniture, gardens, ballfields, sport areas, parking spaces, etc.)
- Storage of materials on Cleveland Metroparks property (firewood, trash and compost bins, machinery, tools, construction materials and equipment, landscaping materials and equipment, boats, RVs, cars, etc.)
- Disposal of materials on Cleveland Metroparks property (dumping of grass clippings, leaves, brush, and other yard waste, dumping of trash and other refuse, etc.)

Cleveland Metroparks neighbors can assist in the preservation of the Park District's natural resources by avoiding the types of encroaching activities listed above. The first step in being a good neighbor is knowing your property boundaries. Other ways to be a good neighbor can include planting native plants in your garden, utilizing rain barrels to capture rainfall, and keeping pets contained on your property to prevent them from disturbing wildlife and park users.

If you are a neighbor to the Park District and have questions regarding the Cleveland Metroparks Property Line Encroachment Policy, Good Neighbor Guide, or Cleveland Metroparks property boundaries, please contact Cleveland Metroparks at 216-635-3200 or [generalinfo@clevelandmetroparks.com](mailto:generalinfo@clevelandmetroparks.com). Maps of the Cleveland Metroparks are also available at [www.clevelandmetroparks.com](http://www.clevelandmetroparks.com) and on the Cleveland Metroparks mobile app.

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

**SUBJECT:** Conservation Easement Stewardship Policy

**EFFECTIVE DATE:**

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**I. PURPOSE**

When the Board of Park Commissioners of the Cleveland Metropolitan Park District (Cleveland Metroparks) was established on July 23, 1917, the Park District began acquiring land interests to preserve the pristine landscape and provide access to nature for the citizens of Cuyahoga County and Hinckley Township. Cleveland Metroparks has utilized a number of acquisition tools since its establishment to expand the Park District to over 24,000 acres of protected land. Fee acquisition of land has been the most commonly used method of preserving land, however, beginning in 1996, the Park District began strategically acquiring Conservation Easements on properties containing significant natural resources.

Conservation Easements (CE) are voluntary legal agreements between a landowner and Cleveland Metroparks that permanently limit the use of the land to protect its conservation value. In cases where a property contains a high-quality natural resource, and the property holder wishes to retain ownership of their land but desires to preserve the natural resource, a CE can be entered into between Cleveland Metroparks and the property owner to ensure the resource is protected in perpetuity. The terms of these agreements vary from property to property. Typically a CE will place specific restrictions upon the use of the land preventing the disturbance of the landscape and natural resources while also granting on-going access to Cleveland Metroparks for natural resource management activities. Public access is also often included in the terms of the CE. Between 1996 and 2022, Cleveland Metroparks has preserved nearly 500 acres of land using CEs.

To ensure that the terms of the agreements are met, Cleveland Metroparks must periodically inspect the properties protected by CEs. These property inspections are intended to identify any activities that might endanger the undisturbed, natural, scenic, and open or wooded state of the protected property. Examples of land uses that may not be permitted include:

- Construction of buildings, structures, roadways, or other improvements which affect the protected property.
- Clearing or harvesting of trees and vegetation.
- Manipulation or alteration of natural water courses, lake shores, wetlands or other water bodies.
- Storage of hazardous materials or equipment which may damage the land.
- Unauthorized drilling of oil and gas wells or mining of mineral interests.
- ATV and other motor vehicle use and associated impacts on the landscape.

It is important for Cleveland Metroparks to identify any land use that conflicts with the recorded CE and address it immediately with the landowner to ensure that the landowner understands the terms of the agreement and halts any activity that may further damage the preserved natural resources.

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## **II. POLICY**

Cleveland Metroparks inspects its conservation easements at least once every three (3) years. These stewardship visits are conducted by the Real Estate Division, in coordination with the Park Manager and Natural Resources Division, and are specific to the terms of each respective CE. A monitoring form is completed for each CE property during the stewardship visit. The completed form is utilized to document the conditions of the property and any activities that may conflict with the CE.

After each stewardship visit, a letter is drafted to the landowner to summarize the observations made on the visit. If a land use or activity exists that conflicts with the CE, it is documented within the letter and a follow-up meeting with the landowner is requested to review the CE and develop a plan to correct the conflicting land use.

In some instances, severe violations of the CE terms and conditions may exist. Activities such as timber harvesting, construction of a permanent structure, destruction of wetlands, and other actions that cause permanent impacts to the preserved natural resources of the property may require restoration or restitution from the landowner. These instances will be reviewed on a case-by-case basis and will require engaging the Chief Executive Officer, Chief Legal & Ethics Officer, Chief Operations Officer, and Cleveland Metroparks Police Department to review the implications of the land use conflict.

Cleveland Metroparks will work to establish a Baseline Documentation Report or Current Conditions Report for each conservation easement it holds. These reports document the existing conditions on a conservation easement property at the time an easement is agreed to, in the case of a Baseline Documentation Report, or at the time of the report, in the case of a Current Conditions Report. These reports, by providing a description of the natural resources that exist on a preserved property, as well as photos, can be used as a reference if there is a suspected land use conflict.

Cleveland Metroparks utilizes CEs as a vital tool for conserving the natural resources of Northeast Ohio and will continue to enforce the recorded land use restrictions protecting these properties.

## **III. PROCEDURES**

The following procedures define the role of the Real Estate Division in administering the Conservation Easement Stewardship Policy:

- A. Stewardship Visit – The Real Estate Division will inspect each conservation easement held by Cleveland Metroparks at least once every three (3) years. Notice of the stewardship visit will be sent to the property owner in advance of the visit. The visit

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will be scheduled to ensure maximum visibility of land use. The property owner may participate in the stewardship visit if they desire to. During the stewardship visit, the property will be walked to identify any land use that may be in conflict with the conservation easement language. A property inspection log will be kept using a standard monitoring form, including photographs. A letter will be sent to the landowner summarizing the findings of the stewardship visit.

B. Problem verification – If a problem or conflicting land use is identified upon the preserved property during the stewardship visit, a follow-up phone call, letter, or email to the landowner will be used to confirm the field observations. Cleveland Metroparks surveyors, GIS, and aerial imagery may be used to verify and assess the extent of a land use conflict. If the conservation easement has a Baseline Documentation Report or Current Conditions Report on file, the report may be referenced to compare the baseline condition of the property to the conditions of the property observed during the stewardship visit.

C. Problem resolution

1. With all conservation easement restriction conflicts, a summary of the verified violations will be included in the stewardship visit follow-up letter sent to the landowner. The Real Estate Division, in coordination with the Park Manager and Natural Resources Division, will request an appropriate remedy to the problem. A follow-up meeting will be scheduled to review the conservation easement conflict and to create an action plan to remedy the issue, including a timeline for completion. The follow-up meeting is intended to be educational, not punitive, as many conflicts arise from a lack of information rather than a malicious intent. It is the responsibility of the landowner to remedy the issue as quickly as possible, regardless of whether he/she is the source of the violation or not. If the conflicting land use is originating from a neighboring landowner, the Real Estate Division will support the landowner of the preserved property by communicating the terms of the agreement and pursuing a resolution to the conflicting land use with the neighboring landowner.
2. The Real Estate Division, in coordination with the Park Manager and Natural Resources Division, will monitor the resolution of the conservation easement violation in accordance with the resolution timeline established. If a resolution has not been achieved within the allotted timeframe, and no extenuating circumstances exist, then the problem may be elevated to the Cleveland Metroparks Legal Department.
3. If an acceptable resolution has not been reached after the follow-up letter, then the violation will be referred to the Cleveland Metroparks Chief Legal & Ethics Officer and Chief Executive Officer. The Chief Legal & Ethics Officer and

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Chief Executive Officer will, with notice to the Chief Operating Officer, Park Manager, and Real Estate Division, determine the appropriate next steps to resolving the violation, which may include the initiation of legal action, up to and including criminal prosecution.

4. In addition to being guided by the Conservation Easement Stewardship Policy, problem resolution will be dictated by, and superseded by, the terms of each respective conservation easement.

D. Severe land use violation and resolution – In rare cases, the damage caused by a conflicting land use may require funds for restoration, or necessitate other restitution to Cleveland Metroparks. Examples of such violations are:

- Clear cutting of forest and timber harvesting
- Filling in or destruction of wetlands
- Oil & gas well drilling or mining operations
- Construction of permanent structures

Such rare and extreme cases will be reviewed on a case-by-case basis and require engaging the Chief Executive Officer, Chief Operating Officer, Chief Legal & Ethics Officer, and the Cleveland Metroparks Police Department.

E. Destruction of vegetation and natural resources – To determine the value of damaged or destroyed vegetation, the Natural Resources Division will utilize the *Guide for Plant Appraisal, 10th Edition, Revised* (or subsequent editions), published by the Council of Tree and Landscape Appraisers, or other methodology in line with best practices for the valuation of vegetation and natural resources. As part of the problem resolution process, the appraised value of the damaged vegetation may be requested from the property owner or responsible party, and the funds will be added to the Cleveland Metroparks Legacy Fund. Cleveland Metroparks uses the Legacy Fund to purchase trees and plants to help create a healthy environment for wildlife and preserve and enhance the natural beauty of Cleveland Metroparks.

F. Baseline Documentation Reports and Current Conditions Reports – Baseline Documentation Reports document the condition of a conservation property at the time a conservation easement is entered into. The reports include maps and photographs of the conservation property, as well as descriptions of the property's unique natural resources. For conservation easements that did not have a Baseline Documentation Report created at the time the easement was established, a Current Conditions Report

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can be created after the establishment of the easement that includes the same information as a Baseline Documentation Report. The Baseline Documentation Report or Current Conditions Report serves as a reference for future monitoring and enforcement activities. Cleveland Metroparks will work to create a Baseline Documentation Report or Current Conditions Report for each conservation easement it holds.

References:

Replaces and Supersedes: Conservation Easement Stewardship Policy – 11/30/2017

Approved:

\_\_\_\_\_  
Chief Executive Officer-Secretary

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Approval Date

\_\_\_\_\_  
Review Date

**RESOLUTION NO. 22-11-158**

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

Attest: \_\_\_\_\_

Chief Financial Officer

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

**Direct Disbursement** dated October 14, 2022 in the amount of \$3,876.00

**Wire Transfer** dated October 14, 2022 in the amount of \$599,860.36

**Printed Checks** dated October 14, 2022 in the amount of \$341,740.55

**Printed Checks** dated October 21, 2022 in the amount of \$1,155,475.45

**Printed Checks** dated October 26, 2022 in the amount of \$27,816.00

**Wire Transfer** dated October 28, 2022 in the amount of \$602,187.02

**Printed Checks** dated October 28, 2022 in the amount of \$2,149,695.42

**Printed Checks** dated November 4, 2022 in the amount of \$727,841.04

**Net Payroll** dated September 25, 2022 to October 8, 2022 in the amount of \$1,432,266.91

**Withholding Taxes** in the amount of \$321,984.59

**Net Payroll** dated October 9, 2022 to October 22, 2022 in the amount of \$1,428,440.08

**Withholding Taxes** in the amount of \$323,029.64

**Bank Fees/ADP Fees** in the amount of \$55,595.31

**Cigna Payments** in the amount of \$667,333.29

**ACH Debits (First Energy; Sales Tax)** in the amount of \$94,831.88

**JP Morgan Mastercard/Mastercard Travel Card** dated October 1, 2022 to October 31, 2022 in the amount of \$660,281.00

**Total amount:** \$10,592,254.54

PASSED: November 17, 2022

Attest: \_\_\_\_\_

President of The Board of Park Commissioners

\_\_\_\_\_

Chief Executive Officer

**RECOMMENDED ACTION:** That the Board of Park Commissioners approves **Resolution No. 22-11-158** listed above.



**RESOLUTION NO. 22-11-159**

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.

**JP Morgan Mastercard-Arborwear** dated September 1, 2022 to September 30, 2022 in the amount \$45.19

**JP Morgan Mastercard-Arborwear** dated October 1, 2022 to October 31, 2022 in the amount of \$354.19

**Total amount:** \$399.38

PASSED: November 17, 2022

Attest: \_\_\_\_\_

President of The Board of Park Commissioners

\_\_\_\_\_

Chief Executive Officer

**RECOMMENDED ACTION:**

That the Board of Park Commissioners approves **Resolution No. 22-11-159** listed above.