

**MINUTES OF THE
BOARD OF PARK COMMISSIONERS
OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
MARCH 15, 2023**

The Board of Park Commissioners met on this date, Wednesday, March 15, 2023, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

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

APPROVAL OF MINUTES.

No. 23-03-037: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to approve the minutes from the Regular Meeting of February 16, 2023, 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.

ACTION ITEMS.

- (a) ***Commissioning of K-9 Rip with Handler, Officer Krystina Simko and K-9 Fury with Handler, Officer Patrick Elliott***
(Originating Source: Kelly J. Stillman, Chief of Police)

Cleveland Metroparks Police Department is proud to present the newest members of the K-9 unit, Rip and Fury. The marketing department hosted a contest for naming the two K-9s and \$3,951 was raised to assist the K-9 unit. We thank the public for their support. The new additions are a Belgian Malinois and a German Shepherd, with extensive socialization, crate training, and the beginnings of "luring" style obedience.

ACTION ITEMS (cont.)

Chief Stillman has selected Officers Krystina Simko and Patrick Elliott as the K-9's partners. Officer Simko has been with the Police Department since June 2015 and joined the K-9 unit in June 2019. Officer Elliott has been with the Police Department since December 2006 and joined the K-9 unit in January 2023.

No. 23-03-038: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to appoint Rip and Fury as K-9 Officers for Cleveland Metroparks as authorized by Section 1545.13 of the Ohio Revised Code.

Vote on the motion was as follows:

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

FINANCIAL REPORT.

Chief Financial Officer, Wade Steen, presented a Comparative Summary of Revenues & Expenditures 2023 vs. 2022 Year-To-Date, and for the Month Ended February 28. Also provided is a Schedule of Accounts Receivable and Investments, which along with the Comparative Summary is found on pages **98149** to **98156**.

ACTION ITEMS (cont.)

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

Neeme Napp, Attendance Counter

Neeme Napp has served Cleveland Metroparks for 16 years as the Attendance Counter in the Marketing Division. He brought a meticulous attention to detail and wealth of knowledge, tremendous dedication, and a desire to always look for ways to improve methods and processes, playing a pivotal role in research and data collecting for the Park District. He has gone above-and-beyond his duties during crucial times where park visitation reached its highest, has been incredibly independent and trustworthy in helping determine annual park visitation, and has served as the eyes and ears of the research and analytics team year-round and under any condition. Additionally, Neeme has been known for his friendly recognizable face across all Cleveland Metroparks locations and events, and served as a park ambassador who prioritized the primary core value of Guest Focus. Neeme's contributions and willingness to dedicate time, effort, and resources to his team has been an asset to Cleveland Metroparks, and the products of his labor are appreciated and will not be forgotten.

No. 23-03-039: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to recognize Neeme Napp for his years of service to

ACTION ITEMS (cont.)

Cleveland Metroparks and the greater Cleveland community by adopting the Resolution found on page **98157**.

Vote on the motion was as follows:

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

(c) 2023 Budget Adjustment No. 3

(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 - 2023**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #3 3/15/2023	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 64,280,149	\$ 23,254	\$ 64,303,403	\$ 97,126	\$ (50,061) A	\$ 64,350,468
52	Employee Fringe Benefits	20,015,070	465,623	20,480,693	7,891	1,692 B	20,490,276
53	Contractual Services	15,837,597	3,060,539	18,898,136	200,945	125,636 C	19,224,717
54	Operations	26,536,916	3,124,951	29,661,867	1,400	350,287 D	30,013,554
	Operating Subtotal	126,669,732	6,674,367	133,344,099	307,362	427,554	134,079,015
CAPITAL							
571	Capital Labor	800,000	-	800,000	-	-	800,000
572	Capital Construction Expenses	20,538,624	14,503,182	35,041,806	13,002,452	2,290,894 E	50,335,152
574	Capital Equipment	3,438,515	1,790,688	5,229,203	337,273	762,879 F	6,329,355
575	Zoo Animals	75,000	3,081	78,081	-	-	78,081
576	Land	1,200,000	49,283	1,249,283	-	-	1,249,283
	Capital Subtotal	26,052,139	16,346,233	42,398,372	13,339,725	3,053,773	58,791,871
TOTALS							
Grand totals		\$ 152,721,871	\$ 23,020,601	\$ 175,742,472	\$ 13,647,087	\$ 3,481,327	\$ 192,870,886

An explanation of adjustments, by category, can be found on pages **98158** to **98161**. The net effect of all adjustments is an increase of \$3,481,327 which is funded by increased revenue, donations, grants, or received but previously unappropriated funds.

No. 23-03-040:

It was moved by Vice President Berry, seconded by Vice President Moore and carried, to approve 2023 Budget Adjustment No. 3 for a total increase of \$3,481,327 as delineated on pages **98158** to **98161**.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)

(d) *Contract Extension and Increase for Sewer and Sanitary Waste Removal Services for Various Locations*

(Originating Source: Charlie Rosol, Director of Procurement)

In 2021, Purchasing solicited bids on two (2) separate occasions for bundled services including sewer, sanitary, pit toilet and grease trap waste removal services. These solicitations did not result in viable contractors for these services. As a result, the 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. Three (3) separate vendors were selected to provide these three (3) separate services, at significantly higher prices than the previous contract period.

At the Board meeting of May 20, 2022, the Board was informed of the \$50,000 estimate with Cuyahoga County Treasurer, on the “Items Between \$10,000 - \$50,000” list for sewer and sanitary waste removal services to be provided on an “as needed” basis to various locations throughout Cleveland Metroparks for the time period of April 18, 2022, through April 17, 2023.

During the initial two (2) month contract period, expenditures exceeded the original estimate of \$50,000. At the Board meeting of June 16, 2022, the Board approved an increase of \$100,000 to the award amount.

At this time, Cuyahoga County Treasurer has agreed to a six (6) month contract extension through October 16, 2023. In light of this, the Board is hereby asked to approve a six (6) month contract extension through October 16, 2023. In addition, the Board is hereby asked to approve an increase of \$100,000 to the award amount for additional expenditures incurred during the extended contract period for a revised amount as follows:

ORIGINAL AWARD:	\$ 50,000
Additional consumption approved June 16, 2022:	\$ 100,000
Additional consumption estimate through October 16, 2023:	\$ 100,000
REVISED TOTAL AWARD	\$ 250,000

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

No. 23-03-041: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the contract extension through and including October 16, 2023 and increase in expenditure of sewer and sanitary waste removal services as presented above from Cuyahoga County Treasurer pursuant to the agenda originally reported on May 20, 2022, for a revised total of \$250,000.

Vote on the motion was as follows:

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

Nays: None.

ACTION ITEMS (cont.)**(e) *Revised Investment Policy Adoption***

(Originating Sources: Wade Steen, CPA, Chief Financial Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Katie M. McVoy, Assistant Legal Counsel)

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 do not contain substantial changes, may be adopted upon one public reading. The following policy is before the Board for review of the minor changes and adoption:

Investment Policy

The Board of Park Commissioners of the Cleveland Metropolitan Park District (Cleveland Metroparks) funds are to be invested according to the investment principles of liquidity, safety and return. These principles are detailed in Cleveland Metroparks Investment Policy. The Investment Policy applies to the investment of all the financial assets of Cleveland Metroparks including, but not limited, to the following: general, capital, internal service and restricted funds. The Investment Policy further clarifies the Chief Financial Officer's investment responsibilities to exercise the standard of prudence, establish internal controls, monitor credit risk, diversify, ensure proper custody and report monthly investments to the Board of Park Commissioners.

Staff have reviewed the policy and propose modest edits to include more specific statutory language in Sections C and E and slightly modified ethics provisions in Section H(2).

The revised Investment Policy can be found at pages **98162** to **98167**.

No. 23-03-042:

It was moved by Vice President Berry, seconded by Vice President Moore and carried, to adopt the revised "Investment 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) *Third Amendment to Professional Services Agreement for Environmental Services – Wyrwas Aluminum Foundry, Inc. Property, Cleveland Metroparks Zoo*

(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/Alexis E. Triozzi, Staff Attorney)

Background

Cleveland Metroparks closed on the acquisition of the Wyrwas Aluminum Foundry, Inc. Property (the "Property") on December 28, 2021, adding a ± 0.9-acre inholding property

ACTION ITEMS (cont.)

to Cleveland Metroparks Zoo. In September of 2021, Cleveland Metroparks, pursuant to its standard procurement and due diligence practices, issued a Request for Proposals (“RFP”) for a Phase I Environmental Assessment conducted under American Society for Testing and Materials (“ASTM”) E-1527-13 and related services (“Phase I”) to assess any environmental business risks associated with acquiring the Property. Four contractors competitively responded to the RFP. HZW Environmental Consultants, LLC (“HZW”) was selected by Cleveland Metroparks after the competitive bidding process. Cleveland Metroparks and HZW entered into a Professional Services Agreement (“Agreement”) wherein Cleveland Metroparks agreed to pay HZW \$2,300 to provide a Phase I.

First Amendment

In conducting the Phase I, HZW concluded that the historical use of the Property as a manufacturing complex and the presence of an abandoned former fuel oil underground storage tank constituted “recognized environmental conditions” under ASTM E-1527-13, necessitating a Targeted Phase II Environmental Site Assessment of the Property (“Phase II”). As such, Cleveland Metroparks and HZW entered into a First Amendment to Professional Services Agreement (“First Amendment”) to conduct the Phase II for an additional \$15,470.

Second Amendment

The Phase II found concentrations of several chemicals that exceeded Ohio Voluntary Action Program’s (“VAP”) Generic Direct Contact Soil Standards, leading HZW and Cleveland Metroparks staff to conclude that remediation work on the Property would be necessary. As such, Cleveland Metroparks and HZW entered into a Second Amendment to Professional Services Agreement (“Second Amendment”) to perform some further testing and prepare a project-specific plan note section for the management of the contaminated soils identified in the Phase II for an additional \$2,700. The Agreement, as amended, currently totals \$20,470 as compensation to HZW for its professional services.

Third Amendment

After acquisition of the Property, the Brownfield Remediation Program (“Program”) administered by the Ohio Department of Development became available and offered to provide funds for assessment and remediation of brownfield sites, including building demolition. On February 17, 2022 (pursuant to Board Resolution No. 22-02-019), Cleveland Metroparks applied to the Program for funds to demolish the structure on the Property, including an asbestos survey and necessary abatement. The structure is in fair and operable condition but has no useful purpose as part of Cleveland Metroparks Zoo and must be demolished to fully remediate the underlying soils. Cleveland Metroparks successfully obtained funding through the Program.

The funds awarded through the Program include administrative fees to ensure Voluntary Action Plan (“VAP”) compliance and to file a No Further Action (“NFA”) notice, both of which are requirements of the Program. In order to comply with the Program, take the Property through the VAP, and ultimately obtain a NFA, more services from HZW are required. As such, HZW has provided Cleveland Metroparks with a proposal for

ACTION ITEMS (cont.)

remedial and administrative services for the Property to go through the VAP to remediate the Property. HZW's estimated costs for such services are \$100,000. The costs will be covered by the Program. HZW's proposed services are outlined below:

- Task 1 – Preparation and Submittal of the VAP NFA Letter (\$42,300);
- Task 2 – Payment of the VAP NFA Letter Review Fee (\$39,700);
- Task 3 – Responding to Ohio Environmental Protection Agency Comments on the NFA Letter and Agency Coordination (\$13,000); and
- Task 4 – Submittal of All Documents Relied Upon after Issuance of the Covenant Not to Sue (\$5,000).

No. 23-03-043: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to amend the Agreement by way of a Third Amendment with HZW Environmental Consultants, LLC, for professional environmental services associated with the Property as described above in the amount of \$100,000, which will be in addition to the \$20,470 already awarded for the Agreement, First Amendment, and Second Amendment, for a total contract valued at \$120,470, in a form of contract to be approved by the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

(g) *Contract Amendment 1630 – Design-Builder for Cleveland Metroparks Mastick Road Connector Trail – Rocky River Reservation – Construction Guaranteed Maximum Price 3*
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Michele Crawford, Project Coordinator)

Background

On December 16, 2021, Cleveland Metroparks awarded a Design-Build Agreement to Schirmer Construction, LLC (“Schirmer”) for design-build services, as per RFP #6608-b (Board Resolution No. 21-12-181), for the construction of the Mastick Road Connector Trail Project (“Project”). Following the award, the trail alignment was solidified and, in order to comply with federal tree removal regulations, an early Guaranteed Maximum Price package (“GMP 1”) was developed and approved by the Board (Board Resolution No. 22-02-024) and all tree work has since been completed. Guaranteed Maximum Price package 2 (“GMP 2”) was developed and approved by the Board (Board Resolution No. 22-08-116) in order to accomplish trail preparation work, including a street crossing funded through a partnership with Fairview Park (see Board Resolution No. 22-04-055), site preparation and earthwork embankment uphill and downhill of the formerly constructed Cuyahoga County Mastick Road Bridge, stormwater pollution prevention

ACTION ITEMS (cont.)

items, straw mats/seeding, and maintenance of traffic. GMP 2 work has not yet been completed and will be completed in conjunction with work included in GMP 3.

The approved amount of GMP 1 was \$174,107.40 and the approved amount of GMP 2 was \$376,879.34. Furthermore, a change order of \$49,500 for curb ramp and crossing work was recently executed. Guaranteed Maximum Price 3 (“GMP 3”), proposed below, represents the balance of construction needed to complete the Project. Work items include intersection modifications at Valley Parkway, Mastick Road and Puritas Avenue, a 10-foot-wide asphalt-paved all-purpose trail, a 120-foot aerial structure, and slope stabilization.

GMP 3 Establishment

Schirmer, based upon preliminary 30% design plans and alignments, Project discussions, and geotechnical investigation, has established GMP 3 as follows:

<u>ITEM</u>	<u>COST</u>
120 foot Bridge/Aerial Structure	\$581,724.99
Side Slope Stabilization	\$363,698.15
Typical Trail Section	\$435,962.32
Valley Parkway Intersection	\$26,360.66
<i>Cost of Work Subtotal</i>	<i>\$1,407,746.12</i>
General Conditions Fee: 7.25%	\$102,061.59
Construction Contingency: 1.00%	\$14,077.46
CMR Fee: 3.50%	\$49,271.11
<i>Fee Subtotal</i>	<i>\$165,410.16</i>
<i>Guaranteed Maximum Price 3 (GMP 3) Total</i>	<i>\$1,573,156.28</i>
<i>Additional Preconstruction Design Service Fee Total</i>	<i>\$50,000.00</i>

GMP 3 includes \$50,000.00 of additional engineering and design services related to the analysis performed to modify the Project to remove hundreds of feet of elevated structure and design slope stabilization measures that will effectively save substantial funds and avoid additional future infrastructure requiring maintenance.

Construction Schedule

The scope of work associated with GMP 3 is anticipated to commence in Spring of 2023 and carry through the fall of 2023. Cleveland Metroparks staff will monitor construction progress and provide updates to the Board.

ACTION ITEMS (cont.)

No. 23-03-044: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price 3 (GMP 3) contract with **Schirmer Construction LLC** for construction of **RFP #6608-b, Mastick Road Connector**, to reflect GMP 3 in the amount of **\$1,573,156.28**, and additional Preconstruction Design Service Fee in the amount of **\$50,000.00** which will be an amount in addition to the \$130,900.00 already awarded for preconstruction services, \$174,107.40 for GMP 1, \$376,879.34 for GMP 2, and a \$49,500.00 change order for a total **contract value of \$2,354,543.02**, 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.

- (h) ***Contract Amendment 1660 – Cleveland Metroparks Zoo Primate, Cat and Aquatics Building Roof Replacement – Guaranteed Maximum Price 2***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Keith Carney, Project Manager/Christopher Widdowson, Architect)

Background

On February 1, 2022 Cleveland Metroparks advertised a Request for Qualifications (RFQu #6642) for interested parties to submit qualifications related to the performance of Construction Manager at Risk for the Cleveland Metroparks Zoo Primate, Cat and Aquatics Building Roof Replacement (“Project”).

On June 16, 2022, the Board awarded a Construction Manager at Risk Contract to Constructability, Inc. (“Constructability”) for the Project. At the time of the Board’s award, only the pre-construction stage compensation was fixed at \$24,712.00 (Board Resolution No. 22-06-086). On December 15, 2022, the Board approved Guaranteed Maximum Price 1 (“GMP 1”) (Board Resolution No. 22-12-187) to procure long lead time skylight and roofing materials, prior to the final design, to meet the preliminary schedule for construction.

Since June, the Project team has worked to confirm scope, identify risk, and strategize the sequence for the Project in coordination with animal care requirements. The Project includes specialized aspects of roofing, structural and skylight systems and would benefit from design-assist partners in making optimal design decisions. Three (3) design-assist firms have been selected for Roof Design, Skylight Design and Steel Design. These three (3) firms have worked with the design team to select materials and streamline Project component details acceptable to Cleveland Metroparks and will self-perform the outlined construction scopes. GMP 2 includes the costs of completing the construction of the Project. Constructability will continue to work in partnership with the design team and design-assist partners to create the optimal design and schedule.

ACTION ITEMS (cont.)**GMP 2 Establishment**

Constructability has established the construction cost and allowances below for GMP 2 based upon preliminary roof drawings and engineering site observation and narrative:

ITEM	GMP #1 (Previously Approved)	GMP #2
Temporary Facilities Allowance		\$ 23,000.00
Building Sign Modification Allowance		\$ 10,000.00
Repair Deteriorated Concrete Deck Allowance		\$ 20,000.00
Site Demo & Restoration Allowance		\$ 15,000.00
Builder's Risk Insurance Premium		\$ 3,000.00
Structural Steel (w/ Painting & Ceiling Demo)		\$ 41,900.00
Skylights	\$ 420,000.00	\$ 262,060.00
Roofing	\$ 600,000.00	\$ 866,000.00
Repair Spalled Concrete Deck at Fasteners Allowance (in Roofing Proposal)		\$ 40,000.00
Cost of Work Subtotal	\$ 1,020,000.00	\$ 1,280,960.00
Staff Costs/General Conditions Fee: 4.9%	\$ 49,980.00	\$ 62,767.04
Construction Contingency: 2.5%	\$ 25,500.00	\$ 32,024.00
CMR Fee: 2.4%	\$ 24,480.00	\$ 30,743.04
Fee Subtotal	\$ 99,960.00	\$ 125,534.08
GMP Totals	\$ 1,119,960.00	\$ 1,406,494.08
New GMP Total (GMP 1 + GMP 2)		\$ 2,526,454.08

Construction Schedule

Constructability's construction schedule associated with the proposed GMP 2 anticipates an April 2023 Project commencement and phased implementation of work for an October 2023 Project completion barring any unseasonal weather or material procurement delays. Cleveland Metroparks Staff will monitor construction progress and supply chain challenges and provide updates to the Board.

ACTION ITEMS (cont.)

No. 23-03-045: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price (GMP) contract with **Constructability, Inc.**, for the construction of RFP #6642-b, Cleveland Metroparks Zoo Primates, Cats and Aquatics Roof Replacement, to reflect a **GMP 2** in the amount of **\$1,406,494.08**, which will be an amount in the addition to previously approved GMP 1 of \$1,119,960.00 and \$32,212.00 already awarded for preconstruction stage services, **for a total contract valued of \$2,558,666.08**, in a 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.

- (i) ***Professional Services Agreement RFQu #6402, Design and Environmental Review Documents for the Valley Parkway Bridge Replacement at Rocky River Nature Center – Rocky River Reservation***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Christopher J. Papp, P.E., Civil Engineer/Sara Byrnes Maier, Principal Planner)

Background

On August 18, 2022, the Board of Park Commissioners provided authorization to apply for Municipal Bridge Funding in accordance with O.R.C. Section 302.21 from the Ohio Department of Transportation (“ODOT”).

ODOT has granted the Cleveland Metroparks \$1,475,587 in Municipal Bridge Funds (MBF) for this project. The program funds 80% of eligible construction costs and for this funding cycle, also utilizes Toll Revenue Credits for another 15% of construction costs (up to a total request of \$2 million), leaving a 5% local share for construction costs.

Valley Parkway Bridge at Rocky River Nature Center (Structure #1890182) over the Rocky River is in Rocky River Reservation. The bridge carries the Emerald Necklace Trail (all-purpose trail), providing regional bicycle and pedestrian connectivity, in addition to Valley Parkway itself. Cleveland Metroparks contracted with Arcadis U.S., Inc. via RFQu #6402, initially in 2019 to provide annual bridge inspection and support design services for the Park District’s bridges over a five (5) year period. The design process of this bridge will comply with current ODOT project requirements which involve engineering, environmental, hydraulics, staged review of the plans, specifications and cost estimates.

The existing bridge is a 158-foot long, two-span, non-composite prestressed box beam bridge. It was constructed in 1969 and rehabilitated in 2000 with a new asphalt/concrete overlay, sidewalk, and railings. It is supported on reinforced concrete wall-type abutments with piers on spread footings. The bridge currently has a General Appraisal of

ACTION ITEMS (cont.)

4 - Poor Condition which is primarily due to deterioration of the prestressed concrete box beams and steel railings. There is active leakage along the joints between the beams and there are several areas where the bottom of the beams has delaminations, spalls and exposed and/or broken prestressing strands.

Proposal Analysis

A proposal was requested from Arcadis to prepare the necessary engineering plans and complete the necessary environmental work to bid and construct the Project. The proposed consulting fees of \$249,000 covers the below scope:

Preliminary Engineering & Survey (\$47,850)

- Field Survey and Base Mapping.
 - Establish project control, benchmarks and reference points.
 - Establish existing centerline.
 - Complete existing bridge survey.
 - Develop base map.
- Perform bridge inspection to establish concrete patching limits for substructure.
- Develop innovative railing/barrier details.
- Determine final bridge transverse section.
- Project management including project setup.

Combined Stage 1/2/Design & Plan Preparation (\$135,800)**Roadway Design:**

- Title Sheet
- General Notes
- Typical Sections
- Cross Sections
- Plan & Profile
- MOT General Notes
- Multi-Use Detour Plan
- MOT Plan and Sections
- Temporary Signal Details

Bridge Design

- Site Plan
- Structure General Notes
- Patching Details
- Removal Details
- Phased Construction Details
- Abutment Details
- Pier Details
- Bearing Details
- Update Transverse Section & Details
- Screed & Deck Elevations

ACTION ITEMS (cont.)

- Slab Plan
 - Update Railing Details
 - Approach Slab Details
- Cost Estimate

Stage 3 Design & Final Plan Preparation (\$27,950)

Roadway

- Update Roadway Sheets
- Roadway Sub-summary Sheet

Bridge

- Update Bridge Sheets
- Estimated Quantities
- Reinforcing Schedule

Update Cost Estimate

Prepare Specifications

Final Plan Package Preparation (\$6,830)

Resolve all comments and prepare the Final Tracings. The specifications and Construction Cost Estimate will be updated. The drawings will be submitted electronically and in hard copy.

If-Authorized Services:

- Full Hydraulic Analysis (\$6,620)
- Construction Administration Services (\$14,250)
- Record Drawings (\$9,700)

Once Arcadis U.S., Inc. is authorized to commence work, approximately fifteen months is needed to prepare the construction documents and complete the environmental studies for ODOT approval.

No. 23-03-046:

It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to enter into a professional services contract with **Arcadis US, Inc.** per **RFQu #6402: Bridge Inspection and Engineering Support Program, 2019 to 2024**, in the not to exceed amount of **\$249,000** for the design of the Valley Parkway Bridge Replacement at Rocky River Nature Center. Form of the contract to be approved by the Chief Legal and Ethics Officer, pursuant to a proposal dated February 22, 2023.

Vote on the motion was as follows:

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

Nays: None.

ACTION ITEMS (cont.)**(j) *Professional Services Agreement RFQu #6402, Amendment No. 6 Contract 1488 - Bridge Inspection and Engineering Support Program, 2019 to 2024; 2023 Bridge Inspections and Summary Reports Proposal***

(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Christopher J. Papp, P.E., Civil Engineer/Sara Byrnes Maier, Principal Planner)

Background

The State of Ohio requires governmental entities to have an annual bridge inspection program for all bridges used by public vehicles. The Ohio Department of Transportation (ODOT) requires that the inspections be performed by an organization qualified and certified by ODOT to perform such work. An annual condition report for each roadway bridge is required to be uploaded to an ODOT database. Cleveland Metroparks' program also includes bridges that carry maintenance vehicles, golf carts, all-purpose trails (APTs) and several selected foot trail bridges that have longer spans or unique construction at least once every five (5) years.

On March 14, 2019 (Board Resolution No. 19-03-037), the Board of Park Commissioners approved a contract with Arcadis US, Inc. (Arcadis) pursuant to RFQu #6402 for bridge inspection and/or bridge rehabilitation/replacement engineering design services for the period from 2019 through 2024. To date Arcadis has performed the required inspections for the 2019, 2020, 2021 and 2022 inspection years. The cost to provide the inspections was \$54,910 for 2019, \$93,070 for 2020 with an amendment of \$7,500 to provide specific additional load rating calculations as requested by ODOT (Amendment No. 1), \$69,105 in 2021 bridge inspections (Amendment No. 2), \$206,100 for bridge inspections and design in 2022 which included \$131,550 for Hawthorn bridge design (Amendment No. 3), \$23,400 to develop the 2022 Municipal Bridge Program applications (Amendment 4) and \$25,900 to develop the 2023 interim round Municipal Bridge Program applications (Amendment 5). To date all amendments (Amendments 1 through 5) sum to \$479,985.

The completed 2022 bridge inspections included forty-nine (49) ODOT rated bridges that receive an annual inspection. In 2023 ODOT will be performing inspections on thirty-four (34) bridges and Arcadis will be including those findings in the annual inspection report and rehabilitation plan, in addition to inspecting the balance of the ODOT rated bridges. Furthermore, Arcadis will be inspecting twenty-five (25) trail bridges as well as preparing a 5-year capital repair and rehabilitation plan.

Amendment No. 6

Given the need for the annual inspections and related bridge engineering services a proposal was requested from Arcadis. As a result of the proposal, the scope of Amendment No. 6 covers the required annual bridge inspections and reporting for 2023 of the Park District's ODOT rated structures, twenty-five (25) trail bridges, five (5) year bridge capital plan and on-call services.

2023 Annual Inspection Tasks included in Proposal

A proposal was requested from Arcadis to prepare the inspections, complete the necessary work for recording with ODOT and other services as needed. The proposed consulting fees of \$151,780 cover the below scope:

ACTION ITEMS (cont.)**Base Scope:**

- Annual ODOT Structural Number Bridge Safety Inspections (15 Bridges) and Site Visits (\$28,210)
- Trail Bridge Safety Inspections - 25 Bridges (\$17,620)
- 2023 Annual Bridge Inspection Report - 49 ODOT SFN Bridges and 25 Trail Bridges (\$27,520)
- Five (5) Year Capital Repair and Rehab. Plan - 49 ODOT SFN Bridges and 25 Trail Bridges (\$36,070)
- On-Call Response to Bridge Condition Events (\$6,690)

If-Authorized Services:

- Annual Park-Wide Maintenance Program (\$35,670)

No. 23-03-047:

It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to execute RFQu #6402, Amendment No. 6 with **Arcadis US, Inc.**, for professional services as summarized above, for an additional not-to-exceed amount of \$151,780, resulting in a **total revised contract amount not-to-exceed of \$631,765** in a form acceptable to the Chief Legal and Ethics Officer, pursuant to a proposal dated February 20, 2023.

Vote on the motion was as follows:

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

Nays: None.

- (k) ***Contract Amendment 1429 – Cleveland Metroparks Hinckley Lake Dam Modifications – Hinckley Reservation – Guaranteed Maximum Price 1***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Michele Crawford, Project Coordinator/Keith Carney, Project Manager)

Background

On March 8, 2017, Cleveland Metroparks advertised a Request for Qualifications (RFQu #6260) for interested parties to submit qualifications related to the performance of Construction Manager at Risk for the Cleveland Metroparks Hinckley Lake Dam Modifications (“Project”). On August 17, 2017, the Board awarded a Construction Manager at Risk Contract to The Great Lakes Construction Company (the “Construction Manager”) for the Project. At the time of the Board’s award, only the preconstruction stage compensation was fixed at \$42,600. Per the contract, a Guaranteed Maximum Price (GMP) for construction is then developed and brought back to the Board for approval.

In March 2018, a preliminary design report by Michael Baker International was produced which included multiple dam rehabilitation alternatives and associated preliminary cost estimates. Since that time Project plans have advanced and the plans currently exceed the 75% construction document stage and a resubmission to the Ohio Department of Natural Resources Dam Safety Program is being prepared. To prepare for a fall 2023

ACTION ITEMS (cont.)

construction start and to comply with former inspections, it is desired to remove trees from the existing dam embankment. Removal of trees prior to March 31, 2023 will allow compliance with federal tree removal regulations. An early GMP package (GMP 1) was requested of the Construction Manager and is summarized below.

GMP Establishment

The Construction Manager has established the below GMP for select tree removal on the existing dam embankment:

Tree Clearing	
<u>Item</u>	<u>Cost</u>
Mobilization, clearing, mowing, shredding, cutting, chipping and stump grinding	\$ 33,100.00
Temporary access road	\$ 9,793.58
<i>Cost of Work Subtotal</i>	\$ 42,893.58
General Conditions Fee (8.00 %)	\$ 3,431.49
CMR Fee (3.90 %)	\$ 1,672.85
<u>Contingency (1.80 %)</u>	<u>\$ 772.08</u>
GMP 1 Total	\$ 48,770.00

Construction Schedule

The Construction Manager’s construction schedule associated with the proposed GMP 1 anticipates a March 20, 2023 commencement of work for a March 31, 2023 completion barring any unseasonal weather or material procurement delays. Cleveland Metroparks Staff will monitor construction progress and provide updates to the Board.

No. 23-03-048: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price (GMP) contract with **The Great Lakes Construction Company**, for the construction of RFP #6260-b, Cleveland Metroparks Hinckley Lake Dam Modifications – Hinckley Reservation, to reflect a **GMP 1** in the amount of \$48,770, which will be an amount in the addition of \$42,600 already awarded for preconstruction stage services, for a total **contract valued at \$91,370**, in a 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.

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

No. 23-03-049: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the following awards:

- (a) **RFP #6722:** **Web-Based Tree Selector** (see page **98122**);
- (b) **Bid #6725:** **Mixed Grass Hay, Alfalfa, and Straw** (see page **98124**);
- (c) **RFP #6729:** **Cleveland Metroparks Database Administration Professional Services** (see page **98127**);
- (d) **RFP #6730:** **Network and Communications Cabling** (see page **98129**);
- (e) **Single Source #6737:** **Fresh Cooking Oil, Fryer Cleaning and Maintenance, and Grease Trap Maintenance Services** (see page **98131**);
- (f) **Sourcewell Co-Op ORC 125.04 #6738:**
 Portable Toilet Rentals (see page **98133**);
 and,
- (g) **OMNIA Co-Op ORC 125.04 #6739:**
 Eighty (80) TEMPO Lithium-Ion Golf Cars
 (see page **98135**).

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.)**RFP #6722 SUMMARY: WEB-BASED TREE SELECTOR****Background**

In 2021, Cleveland Metroparks and The Lubrizol Foundation partnered to make the Park District's forests more resilient to the impacts of climate change. Additional funds to supplement this project were also received from Charles Pack Trust in 2023. As part of the funding deliverables, Cleveland Metroparks sought a web developer to produce a web-based tree selector tool that will provide urban landscape architects, city planners, community development practitioners, arborists, and other target audiences with an innovative, web-based solution that provides data-driven recommendations for tree planting.

This tool shall consist of three (3) primary components: 1) a responsive website featuring tree species data that can be sorted, filtered, and otherwise customized to the users' search criteria, 2) a custom mapping tool embedded in the solution that provides data visualization on the distribution of regional plant communities, and 3) a native plant nursery information page.

Cleveland Metroparks solicited proposals from qualified vendors interested in creating a web-based tree selection tool and enter a one (1) year contract for development and implementation of the tool with an option to renew for up to one (1) additional year of maintenance in Cleveland Metroparks' sole discretion. Cleveland Metroparks sought vendors with considerable experience in providing this type of activity.

Proposals Received

Proposals were received from fifteen (15) vendors: Aardonyx LLC, BlinkTag, Inc., Breakthrough Technologies, Coolsoft LLC, DJ Case & Associates, Emerge Inc., Exped Software, Intelifaz, Lee Media Group, Neumeric Technologies Corporation, Randstad Technologies, SecurityZeal LLC, Svanco Inc., Triskelle Solutions, and Watkyn LLC.

Thirteen proposals were within the desired budget and were evaluated further. The top four proposals are listed below in a table showing their rank. The proposal included a Total Score Percentage (TSC) which was used to benchmark the proposal that was the best value for Cleveland Metroparks.

Evaluation of Proposal

Cleveland Metroparks staff from Natural Resources, GIS Planning & Design, Information Technology, and Marketing considered the following criteria:

- Overall cost of the solution considering (40% of score):
 - Total development cost
 - Total maintenance cost
 - Inclusion of all necessary and related fees
- Prior work history with similar projects (30% of score)
- Overall quality of the proposal including (20% of score):
 - Planning and design
 - Data security
 - Accessibility of final product to Cleveland Metroparks staff
 - Functionality and extra features
- Commitment to Cleveland Metroparks' core values (10% of score)

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

Vendor Name	Cost (40%)	Work history (30%)	Quality of proposal (20%)	Cleveland Metroparks' Core Values (10%)	Total (100%)
Breakthrough Technologies	35	30	20	7	92
DJ Case & Associates	30	30	18	10	88
Aardonix LLC	35	27	17	7	86
Neumeric Technologies Corporation	40	25	15	3	83

Based on the selection criteria and table above, staff recommends Breakthrough Technologies as the vendor for implementing the tree selector tool. Breakthrough is able to provide development and implementation in four (4) months, rather than the one (1) year expected by Cleveland Metroparks. The contract term shall be for product development to occur for the first four (4) months, followed by one (1) year of additional maintenance support (sixteen (16) month contract).

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 **Breakthrough Technologies** for the lowest and best proposal, as summarized above and maintained in the proposal file for RFP #6722, in an **amount not to exceed \$110,000** (\$80,128 for development, \$13,800 for one (1) year of maintenance support, and \$16,072 for ongoing annual server storage and fees) for a sixteen (16) month contract.

(See Approval of this Item by Resolution No. 23-03-049 on Page 98121)

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

BID #6725 SUMMARY: **MIXED GRASS HAY, ALFALFA, AND STRAW** for Cleveland Metroparks Zoo, Police Stables, The Chalet, Site Construction, and various locations throughout Cleveland Metroparks, to be supplied on an “as needed” for a two (2) year period beginning June 1, 2023 through May 31, 2025 (with an option to renew for an additional two (2) year period)

HIGHLIGHTS AT A GLANCE
2021/2023 YTD Expenditure = \$140,000*
2023/2025 Estimated Expenditure = \$300,000**

*Will have additional invoices to be paid through the end of the contract (May 2023)
 **Estimated expenditure is based on increase in cost per ton and the potential increase in consumption/usage

This bid requires the successful bidder to provide Mixed Grass Hay (Timothy Hay), Alfalfa Hay and Straw for Cleveland Metroparks Zoo, Hinckley Police Stables, The Chalet, Site Construction and other locations on an “as needed basis” for a two (2) year period beginning June 1, 2023 through May 31, 2025, with an option to renew for two (2) additional years.

In addition to the hay products’ use in animal feed, bedding and hayrides, the straw is also used in the seeding of grass throughout the Park District.

Despite the solicitation posted on Cleveland Metroparks website and Public Purchase (a web source which enables suppliers to assess open solicitations across the country), Cleveland Metroparks received only three (3) bids: Bill Maxwell Farms, Cleveland Bale (Gill Farms) and Miller Farms. Cleveland Metroparks requested pricing per ton if staff unloads the trailer (at the Zoo only) compared to the supplier unloading the trailer.

Comparison is listed below with reference to prior years and prior bidders.

Unit Pricing Comparison

Description	<u>2021/2023</u> (<u>BID #6417</u>) Bill Maxwell	<u>2021/2023</u> (<u>BID #6417</u>) Cleveland Bale (Gill Farms)	<u>2023/2025</u> (<u>BID #6725</u>) Bill Maxwell	<u>2023/2025</u> (<u>BID #6725</u>) Cleveland Bale (Gill Farms)	<u>2023/2025</u> (<u>BID #6725</u>) Miller Farms	Awarded Price Differential*
Timothy Hay AFGC 4 (Zoo unloads)	\$340/ton	No Bid	No Bid	No Bid	\$495/ton	No Award
Timothy Hay AFGC 4 (Supplier unloads)	\$360/ton	\$360/ton	No Bid	\$480/ton	\$515/ton	Cleveland Bale (Gill Farms) 34%
Timothy Hay AFGC 3 (Zoo unloads)	\$340/ton	No Bid	No Bid	No Bid	\$580/ton	No Award

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

Description	<u>2021/2023</u> (<u>BID #6417</u>) Bill Maxwell	<u>2021/2023</u> (<u>BID #6417</u>) Cleveland Bale (Gill Farms)	<u>2023/2025</u> (<u>BID #6725</u>) Bill Maxwell	<u>2023/2025</u> (<u>BID #6725</u>) Cleveland Bale (Gill Farms)	<u>2023/2025</u> (<u>BID #6725</u>) Miller Farms	Awarded Price Differential*
Timothy Hay AFGC 3 (Supplier unloads)	\$360/ton	\$360/ton	No Bid	\$480/ton	\$600/ton	Cleveland Bale (Gill Farms) 34%
Alfalfa Hay AFGC Prime (Zoo unloads)	\$490/ton	No Bid	No Bid	No Bid	\$620/ton	No Award
Alfalfa Hay AFGC Prime (Supplier unloads)	\$500/ton	\$440/ton	No Bid	\$700/ton	\$640/ton	Cleveland Bale (Gill Farms) 38%
Alfalfa Hay AFGC Good (Zoo unloads)	NA	NA	No Bid	No Bid	\$540/ton	No Award
Alfalfa Hay AFGC Good (Supplier unloads)	NA	NA	No Bid	\$520/ton	\$560/ton	Cleveland Bale (Gill Farms) 0%
Straw (Zoo unloads)	\$240/ton	No Bid	No Bid	No Bid	\$390/ton	No Award
Straw (Supplier unloads)	\$240/ton	\$250/ton	\$240/ton	\$375/ton	\$410/ton	Bill Maxwell 0%
Straw (The Chalet)	\$240/ton	No Bid	\$240/ton	\$375/ton	\$410/ton	Bill Maxwell 0%
Timothy Hay AFGC 3 (Police)	\$400/ton	No Bid	\$380/ton	\$450/ton	\$515/ton	Bill Maxwell (5%)
Straw (The Chalet and Site Construction)	\$240/ton	No Bid	\$240/ton	\$375/ton	\$410/ton	Bill Maxwell 0%

*Awarded Price Differential based on 2021/2023 bid cost compared to 2023/2025 for each vendor.

Cleveland Metroparks Zoo staff recommends a split award. Cleveland Bale (Gill Farms) (as indicated in the table above) will supply Timothy Hay AFGC 3 and 4, and Alfalfa Hay AFCC Prime and Good to the Zoo only; and Bill Maxwell Farms will be awarded Timothy Hay AFGC 3 to the Police Stables and Straw to the Zoo, Site Construction, and The Chalet as well as other locations throughout the Park District.

Costs for Timothy Hay AFGC 3 and 4 (supplier unloads) are the same by each vendor for the Zoo (as noted in the chart); however, Zoo staff recommends awarding these products to Cleveland Bale (Gill Farms). Cleveland Bale (Gill Farms) provided a consistent quality of product during the last bid cycle, delivers in bulk, and will mechanically unload and stack the product which reduces staff time to monitor the off load. At this time, Bill Maxwell Farms manually unloads and stacks the product and currently is unable to off load product mechanically.

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

That the Board authorize the split award for Bid #6725 to the lowest and best bidder, **Bill Maxwell Farms and Cleveland Bale (Gill Farms)**, for the purchase of Mixed Grass Hay, Alfalfa and Straw, as shown and at the unit prices indicated in the bid summary and maintained in the bid file, on an as-needed basis for a two (2) year period for Cleveland Metroparks Zoo, Police Stables, The Chalet, Site Construction and various locations throughout Cleveland Metroparks beginning June 1, 2023 through May 31, 2025, with an option to renew for two (2) additional years, **for a total cost not to exceed \$300,000**. 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. 23-03-049 on Page 98121)

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

**RFP #6729 SUMMARY: CLEVELAND METROPARKS DATABASE
ADMINISTRATION PROFESSIONAL SERVICES**

Background

On January 20, 2023, Cleveland Metroparks released RFP #6729 for Database Administration Professional Services. Cleveland Metroparks staff identified the need for additional database and database server support due to the ongoing increase in data workloads and data security needs. Contributing factors include new point of sale systems, new web and mobile applications, and a continued focus on data warehousing, data analysis, and business intelligence initiatives. Professional services will provide a centralized monitoring system with the ability to identify and correct errors in real time along with 24/7 support to ensure system security and uptime.

The objective was to seek a full solutions database administration provider able to provide services including the daily administration of databases and respective servers, and support on multiple production and development database servers in various service areas, including but not limited to, database server management and monitoring, database management and monitoring, database optimization, database security, and database design and implementation.

Cleveland Metroparks received five (5) proposals that met required criteria. The following table lists the overall scoring for all five (5) vendors.

Table 1 - Vendor Scores

	Vendor Capabilities, Subject Expertise (35%)	Prior Experience/ Work History (25%)	Core Values (5%)	Overall Cost (35%)	Total
BraveSoftTech, Inc.	34	24	5	34	97%
BuzzClan LLC	33	23	5	27	88%
Intellectyx Inc.	34	24	5	20	83%
Randstad Technologies, LLC	32	22	5	10	69%
Corning Data International, Inc.	32	0	5	28	65%

Based on the above criteria and scoring, staff recommends BraveSoftTech, Inc., as the preferred vendor for Database Administration Professional Services as they provided the overall best value and qualifications for Cleveland Metroparks. The cost is estimated at \$42,600 annually, for a three (3) year contract period, in the amount of \$127,800, with an option to renew for up to one (1) additional one (1) year period, for a total four (4) year cost in the amount of \$170,400.

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 **BraveSoftTech, Inc.** for the most advantageous proposal to Cleveland Metroparks, as summarized above and maintained in the proposal file RFP #6729 Database

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

Administration Professional Services, for a **three (3) year period in the amount of \$127,800**, with an option to renew for up to one (1) additional one (1) year period, for a **total four (4) year cost in the amount of \$170,400**.

(See Approval of this Item by Resolution No. 23-03-049 on Page 98121)

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

RFP #6730 SUMMARY: NETWORK AND COMMUNICATIONS CABLING

Background

Cleveland Metroparks Information Technology Services (ITS) utilizes outside network cabling contractors for various work that includes, but is not limited to, running and terminating network cable (CAT6), running and terminating fiber optic cable, repairs to various cables, and running cables and devices that may include cameras, access points, or other networking equipment. Although some of this work is done in-house, additional supplementation is needed in order to get projects completed in a faster timeframe or in the event of repair. In addition, fiber optic repair and terminations require certification which current staff does not have. Fiber work has always been done by external parties.

On January 27, 2023, Cleveland Metroparks released RFP #6730 for Network and Communications Cabling. Four (4) proposals were received that met the required criteria. The following table lists the overall scoring for all four (4) vendors. This recommendation is to select the top three vendors and allow Cleveland Metroparks to utilize their services for additional network and communication cabling on an as-needed basis.

Table 1 – Vendor Scores

Company	Statement of Capability/ Biographies (40)	Pricing (20)	Prior Work History (30)	Core Values (10)	Total
US Communications & Electric	30	20	30	6	86
Clarktel	25	18	30	10	83
JW Diadado Elecetric	25	16	30	10	81
Hyperion, Inc	20	14	25	0	59

*Please note other vendors may be chosen throughout the term of this RFP through the State of Ohio Cooperative Contract or another cooperative agreement available to government municipalities. In addition, construction projects may already include telecommunications and cabling companies and may not fall under this RFP or the selected vendors.

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

These services will be provided on an “as needed” basis with an estimated cost of \$100,000 annually, for a two (2) year contract period (from the effective date of the contract), in the amount of \$200,000, with an option to renew for up to one (1) additional one (1) year period, for a total three (3) year cost in the amount of \$300,000.

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

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **various vendors** listed and summarized above, and maintained in the proposal file for RFP #6730 Network and Communications Cabling, **for a two (2) year period in the amount of \$200,000**, with an option to renew for up to one (1) additional one (1) year period, for a **total three (3) year cost in the amount of \$300,000**.

(See Approval of this Item by Resolution No. 23-03-049 on Page 98121)

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

SINGLE SOURCE #6737 SUMMARY: **FRESH COOKING OIL, FRYER CLEANING AND MAINTENANCE, AND GREASE TRAP MAINTENANCE SERVICES** to be performed at various locations throughout Cleveland Metroparks through December 31, 2026

HIGHLIGHTS AT A GLANCE
2021-2023 YTD Expenditures = \$46,451.47
2023-2026 Estimate = \$175,000.00

Background

Prior to 2017, cooking oil replenishment and fryer cleaning and maintenance was administered by Cleveland Metroparks employees at various locations throughout the Park District. Fryers were drained and cleaned, oil was filtered, if still useful, and placed back into clean fryers. Cooking oil that had reached the end of its useful life was transported and discarded into grease dumpsters. The discarded oil was picked up by a vendor, disposed of or, if feasible, recycled into motor vehicle fuel. Fresh cooking oil was procured in 35lb. containers from multiple purveyors. This process created safety concerns for employees, an inefficient use of employee time and increased fresh oil costs.

In 2017, the Park District began using Filta Environmental Kitchen Solutions d/b/a Advanced Fryer Solutions (“Advanced Fryer Solutions”) to provide fresh cooking oil, oil filtration, oil disposal and fryer cleaning and maintenance services. Advanced Fryer Solutions is the only local vendor that can provide used oil removal including proprietary oil filtration proven to extend cooking oil life by over forty percent (40%). At the end of the oils’ useful life, it is removed and recycled into eco-friendly biodiesel. Additional services include fryer cleaning and maintenance and on-site bulk fresh oil distribution and storage systems. These services reduce potential safety hazards to Cleveland Metroparks staff, provide professional fryer cleaning and maintenance, sustainable oil disposal and cost efficiencies achieved through bulk oil purchases. As a result, staff has determined that Advanced Fryer Solutions is the single source for these services.

In March 2021, Cleveland Metroparks solicited bids on two (2) separate occasions to procure bundled services for sewer, pit toilets, and grease trap cleaning services. Responses to the bids confirmed that Advanced Fryer Solutions was the only provider for grease trap cleaning services for the Cleveland Metroparks locations that required such services.

At the Board meeting of February 18, 2021, the Board was informed of the \$49,000 estimate with Advanced Fryer Solutions, on the “Items Between \$10,000 - \$50,000” list for cleaning, filtering, and fryer management; including the supply of fresh cooking oil for various Cleveland Metroparks’ deep fryers for a one (1) year period through December 31, 2021, with an option to auto-renew for successive one (1) year terms through December 31, 2024. The Board was again notified of the agreement with Advanced Fryer Solutions at the July 15, 2021 meeting on the “Items Between \$10,000 - \$50,000” list as, at that time, staff added grease trap cleaning services on an “as needed” basis for the 2021 year. The Board was notified of a total spend of \$50,000.

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

During the initial twenty-five (25) month period of the contract term, paid invoices are nearing \$50,000, with additional invoices expected. Moreover, staff does not expect the fryer oil needs of the Park District to decrease in the coming years and recognizes the need for a longer-term contract with a not-to-exceed amount that is consistent with Park District requirements.

In light of this, the Board is hereby asked to approve a contract extension with Advanced Fryer Solutions through December 31, 2026 and an increase of \$175,000 to the combined award amount for fresh cooking oil, fryer cleaning and maintenance and grease trap cleaning and maintenance services. Since the original purchase order was for an amount of \$50,000 or less, the Board viewed the information item(s) (on the “Items Between \$10,000 - \$50,000” list) but did not approve the recommended actions. The cross-over to the \$50,000 and the single source above level now requires Board approval for the revised amount as follows:

ORIGINAL AWARD:	\$ 50,000
Additional consumption estimate:	<u>\$175,000</u>
REVISED TOTAL AWARD	\$225,000

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

RECOMMENDED ACTION:

That the Board authorize the increase for award of Single Source #6737 to **Filta Environmental Kitchen Solutions d/b/a Filta Advanced Fryer Solutions** through December 31, 2026, as presented above pursuant to the agendas originally reported on February 18, 2021 and July 15, 2021 for a **revised total of \$225,000**. In the event 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. 23-03-049 on Page 98121)

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

SOURCEWELL CO-OP ORC 125.04 #6738 SUMMARY:

PORTABLE TOILET RENTALS for various locations throughout Cleveland Metroparks for a three (3) year period from May 1, 2023 through April 30, 2026

HIGHLIGHTS AT A GLANCE
2021/2023 YTD Expenditures = \$276,941
2023/2026 Estimate = \$350,000

Background

Cleveland Metroparks rented various portable toilets (including service, trailer units, hand wash soap and sanitizers, water and soap for washing station, and tip over charge) from United Rentals for various locations throughout the Park District through the Sourcewell cooperative purchasing contract for the time period of May 1, 2021 through April 30, 2023. The contract also included rentals for "special events" where user volume may exceed existing facilities or where no current facilities exist.

At the beginning of 2023, Aris Rentals and Great Lakes Portables LLC contacted the Purchasing Division and expressed interest for providing portable toilet rentals to the Park District. Purchasing analyzed pricing and services provided by Aris Rentals, Great Lakes Portables LLC and United Rentals for the next contract period.

Overall, Great Lakes Portables LLC provided the overall best value to the Park District by providing an estimated savings of ±\$35,000 over the new three (3) year contract.

The new contract is for a three (3) year period from May 1, 2023 through April 30, 2026 utilizing ORC 125.04 (Sourcewell cooperative purchasing contract number 062320-URI). Prices will remain fixed through the first year of the contract and will have a price escalation of ±7% for each of the next two (2) years of the contract, which pricing will be at or lower than the Sourcewell pricing in those time frames.

Price comparison (for first year only) listed below as follows:

Vendor	Single Monthly	Handicap Monthly	Two Week Cleaning	Three Week Cleaning	Hand Washing Station	Tip Over Charge	Special Events Single Unit	Special Events Single Unit Handicap	Delivery
Great Lakes Portables LLC	\$75/unit	\$115/unit	\$20/cleaning	\$25/ea.	\$85/ea.	\$40/unit	\$75/unit	\$115/unit	Included
Aris Rentals	\$85/unit	\$135/unit	\$20/cleaning	\$30/ea.	\$95/ea.	\$50/unit	\$85/unit	\$135/unit	Delivery - \$30 Pickup - \$20
United Rentals	\$80/unit	\$120/unit	\$20/cleaning	\$30/ea.	\$90/ea.	\$40/unit	\$80/unit	\$120/unit	Varies Delivery/ Pick up - \$15 to \$90

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

That the Board authorize the award for Sourcewell Co-Op ORC 125.04 #6738 to **Great Lakes Portables LLC**, for a three (3) year period beginning May 1, 2023 through April 30, 2026 (with a price escalation of $\pm 7\%$ each subsequent year consistent with co-op pricing as required by ORC 125.04), for portable toilet rentals at the unit prices listed above, **for a total cost not to exceed \$350,000**. 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. 23-03-049 on Page 98121)

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

OMNIA CO-OP ORC 125.04 #6739 SUMMARY:

EIGHTY (80) TEMPO LITHIUM-ION GOLF CARS for Cleveland Metroparks Golf

Item	TEMPO Lithium-Ion Golf Cars
New unit base cost plus accessories	\$7,500 each
Club Car Connect	\$895 each
Total Unit Cost	\$8,395 each
Total (x80)	\$671,600

The eighty (80) TEMPO Lithium-Ion golf cars will be used at Cleveland Metroparks Manakiki Golf Course.

The new TEMPO Lithium-Ion golf cars will be replacing the sixty-five (65) EZGO golf cars (purchased in 2019) that are currently at Manakiki Golf Course.

The sixty-five (65) EZGO golf cars will be added to the current fleets at Little Met (12), Mastick Woods (11), Seneca (20), Sleepy Hollow (10), Shawnee Hills (10), and Washington (2) Golf Courses to sufficiently provide the demand of rentals during the golf season.

RECOMMENDED ACTION:

That the Board approve the purchase of eighty (80) TEMPO Lithium-Ion Golf Cars, as per OMNIA Co-Op ORC 125.04 #6739, equipped as specified in the above summary, from **Club Car** for a **total cost of \$671,600**, in full utilization of the OMNIA contract number EV2671-01, ORC 125.04.

(See Approval of this Item by Resolution No. 23-03-049 on Page 98121)

GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 3/15/23)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Cleaning, filtering, and fryer management; including supply of fresh cooking oil for various Cleveland Metroparks’ deep fryers for a one (1) year period through December 31, 2021 with an option to auto-renew for successive one (1) year terms through December 31, 2024.	Advanced Fryer Solutions, LLC	\$49,000.00 <u>1,000.00</u> \$50,000.00	(3)
Professional services to demo existing carpet tile, and supply and install new walk off carpet tiles at Shawnee Hills Golf Course Clubhouse; additional materials and supply of carpet in additional areas.	D & R Carpet Service, Inc.	\$4,340.00 <u>8,485.94</u> \$12,825.94	(6)
New Point of Sale (POS) system for Enterprise Division.	Toast, Inc.	\$50,000.00	(7)
Various steel and aluminum for Zoo sign at Brookside Reservation.	Standard Welding	\$23,640.00	(7)
Builder’s risk insurance coverage for the Zoo Administration building renovation and expansion project, additional insurance.	Jackson Dieken & Associates	\$15,407.00 1,433.00 <u>42.00</u> \$16,882.00	(7)
Vehicle repairs to 2015 Ford AWD Explorer Utility Police Interceptor.	Crash Champions LLC	\$8,228.69 <u>4,575.16</u> \$12,803.85	(6)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Geotechnical exploration of Community Sailing Center for E. 55 th Marina at Lakefront Reservation; additional services.	S&ME, Inc.	\$27,950.00 <u>14,000.00</u> \$41,950.00	(7)
French Street wall mural located at Ohio and Erie Canal Reservation.	Land Studio	\$30,000.00	(3)
Portal EcoWork carpet tile and adhesive for Zoo Hospital.	Shaw Industries, Inc.	\$12,902.58	(2)
Documentary creation services for highlighting green infrastructure projects that exist at Westcreek Watershed Stewardship center and corresponding social media assets for 2022 and 2023.	Midstory	\$23,200.00	(3)
One (1) new 2023 Kubota RTV-Z900WL-A utility vehicle.	Akron Tractor & Equipment	\$24,063.14	(2)
Removal of existing 87 wood posts, and supply of new materials and installation of 625 feet of guardrail on Meadows Drive at Brecksville Reservation.	Lake Erie Construction Company	\$19,415.00	(7)
Medals for various 5k race series in 2023.	Running Awards and Apparel	\$11,090.00	(3)
2023 support plan and miscellaneous parts for Zipline at the Zoo.	Altitude Ride and Attractions	\$8,500.00 <u>2,250.00</u> \$10,750.00	(3)
Flo-Dar sewer meter sensor assembly for Zoo.	Hach Company	\$12,413.78	(3)
Fulcrum license for field data collection research.	Spatial Networks	\$14,388.00	(3)
Cast aluminum tee signs for various golf courses.	Golf Sign Company	\$14,362.50	(7)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
2023 oak wilt tree removal program for Brecksville and Huntington Reservations.	VanCuren Services, Inc.	\$13,775.00	(7)
Two (2) new Cushman Hauler 1200x range pickers for Golf.	Lake Erie Golf Cars	\$31,200.00	(7)
Pole banner printing, installation, and repair services for 2023 and 2024.	Repros Inc.	\$50,000.00	(7)
One (1) new 2023 Salsco greens roller for Big Met Golf Course.	Revels Turf & Tractor	\$19,995.00	(7)
One (1) new 2023 Cushman Truckster XD utility vehicle for Sleepy Hollow Golf Course.	Baker Vehicle Systems Inc.	\$41,375.00	(2)
Timing service fees for 5k race series in 2023.	Hermes Sports & Events	\$14,600.00	(7)
Mulch blowing services for Big Met Golf Course, Lakefront Reservation, Ohio & Erie Canal Reservation, and Zoo for 2023.	Yagour Group, LLC	\$33,810.00	(7)

===== **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 (3/15/23)**

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

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

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>
<p><u>Tinkers Creek Gorge Parkway Retaining Wall Extension, Bedford Reservation</u></p> <p><u>Contract Amount:</u> Original Contract Amount: \$420,000.00 Change Order No. 1 Amount: \$19,411.20 Revised Contract Amount: \$439,411.20</p>	<p>Additional extension of shafts to wall.</p>	<p>Suburban Maintenance & Construction, Inc.</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 **98121** through **98135**; \$10,000 to \$50,000 purchased items/services report, pages **98136** through **98138**; and construction change orders, page **98139**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 23-03-035: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to approve vouchers, net payroll, employee withholding taxes, and procurement card charges, as identified on pages **98168** to **98292**.

Vote on the motion was as follows:

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

Nays: None.

No. 23-03-036: It was moved by Vice President Berry, seconded by President Rinker and carried, to approve JP Morgan Mastercard-Arborwear dated February 1, 2023 to February 28, 2023 in the amount of \$1,516.64, as identified on pages **98293** to **98294**.

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 and Gillian Prater-Lee of Cleveland. 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) *Summary of Ongoing Zoo Capital Projects***

(Originating Sources: Christopher Kuhar Ph.D., Zoo Executive Director/Sean E. McDermott P.E., Chief Planning and Design Officer)

As a complex operation, the capital projects undertaken at Cleveland Metroparks Zoo are varied in both type and scope. The Zoo regularly completes capital projects focused on animal care, guest experiences, facility operations, education programs, operational sustainability and routine maintenance. Staff will provide an overview of current and pending capital projects at the Zoo, including the Jack, Joseph and Morton Mandel Auditorium, Susie's Bear Hollow, the Sarah Allison Steffee Center for Zoological Medicine, and renovations to the Zoo's main Food Court.

(b) *Cleveland Metroparks 2022 Real Estate Report*

(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/Alexis E. Triozzi, Staff Attorney/Nathaniel M. Hoover, Land Conservation Manager/Dana L. Eppelle, Legal Assistant)

In 2022, Cleveland Metroparks acquired 342 acres in 23 transactions, bringing Cleveland Metroparks' total acreage to 24,705 acres. The 2022 acquisitions provided protection opportunities in 14 communities and 11 reservations, protecting forests, wetlands, and streams while creating new opportunities for recreation with additional trails and expanded connections. Cleveland Metroparks acquired \$6,734,854 in real estate, but Cleveland Metroparks only provided 10 percent of the funding for that land value. The land acquired in 2022 was largely acquired through donations and grants. Of the 342 acres, 313 acres were purchased with the assistance of grant funds or donated by individual landowners, conservation partners, community land banks, and a school district.

A substantial amount of the properties Cleveland Metroparks acquired in 2022 were accomplished through partnerships. Four properties were acquired through improved relationships with our county and local land banks, and five properties were acquired through our continued partnership with West Creek Conservancy, adding 223 acres across four reservations. Cleveland Metroparks secured \$1,927,250 in outside funding from the Clean Ohio Conservation Fund, Cuyahoga County (through a Land and Water Conservation Fund Conversion Project), the North American Wetlands Conservation Act (NAWCA), and the Northeast Ohio Regional Sewer District (NEORS). These funds were spread across five properties and three reservations.

The land acquired in 2022 was truly a team effort with contributions from all of Cleveland Metroparks departments and divisions, most specifically Legal, Development, Planning & Design, and Natural Resources. Over the past 12 years Cleveland Metroparks land acquisition strategies have continued to grow and expand with a substantial increase in the number of yearly land transactions. In the past year the Real Estate Division has increased our land preservation efforts and our stewardship of our existing land holdings. We hope to continue these protection efforts and stewardship into 2023 and soon exceed 25,000 acres.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, April 20, 2023, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT TO EXECUTIVE SESSION.

No. 23-03-050: At 9:13 a.m., upon motion by Vice President Berry, seconded by Vice President Moore and carried, the meeting adjourned to an Executive Session for the purpose of discussing Purchase/Acquisition of Real Property, a Personnel Matter (Compensation of a Public Employee), Collective Bargaining, and a Pending Litigation Matter, as stated by Chief Legal and Ethics Officer, Rose Fini.

Roll-call vote on the motion was as follows:

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

MEETING RECONVENED.

The meeting reconvened from Executive Session at 10:40 a.m.

ACTION ITEMS.

The following actions were taken as a result of the Executive Session:

- (a) *Ratification of Collective Bargaining Agreement with the Fraternal Order of Police, Ohio Labor Council – Sergeant Unit***
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Harold G. Harrison, Chief Human Resources Officer)

Cleveland Metroparks and the Fraternal Order of Police, Ohio Labor Council – Sergeant Unit (FOP-Sergeant Unit) successfully negotiated a new three-year collective bargaining agreement that will commence on January 1, 2024, through December 31, 2026.

The following is a summary of the financial impact of the new agreement:

The Sergeant rank differential shall be increased from 15.5% to 16.5% above the Senior Police Officer rate effective the first full pay period following the ratification of the 2024-2026 collective bargaining

ACTION ITEMS (cont.)

agreement, provided that the Sergeants shall receive at least the following wage increases during the term of the contract:

2024 – 4.0% wage increase
 2025 – 3.0% wage increase
 2026 – 3.0% wage increase

Unless otherwise modified, all other terms and conditions shall remain the same as the current Agreement.

No. 23-03-051: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to execute collective bargaining agreements, in a form approved by the Chief Legal & Ethics Officer and the Chief Human Resources Officer, with FOP-Sergeant Unit for 2023 and for the three-year period from January 1, 2024 through December 31, 2026.

Vote on the motion was as follows:

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

Nays: None.

(b) *Authorization to Extend Employment Contract*
(Originating Source: The Board of Park Commissioners of the Cleveland Metropolitan Park District)

Background

As Chief Executive Officer of Cleveland Metroparks, Brian Zimmerman is responsible for the management of nearly 25,000 acres of green space in Northeast Ohio including 18 park reservations, eight golf courses, and the nationally-acclaimed Cleveland Metroparks Zoo.

Since assuming the role of CEO in 2010, Brian has acquired land at the fastest rate in the park district's 105-year history aside from the park founder, adding nearly 3,400 acres of protected park land and forests. Brian has helped revitalize Cleveland's urban core with the acquisition and transformation of nearly 750 acres of lakefront property including the recently completed Re-Connecting Cleveland TIGER trails project that links more than 66,000 Cleveland residents to Lake Erie and the region's vast network of parks and trails.

He has strategically expanded park access to 49 communities across six counties, adding more than 53 miles of new paved and natural surface trails, bringing the park's trail network to more than 325 miles of trails. He has also improved park relevancy through enhanced programming, connections, and opportunities, attracting more than 19 million annual recreational visitors in each of past three years.

ACTION ITEMS (cont.)

Through broad support and investment, Brian has helped expand and connect Cleveland's Emerald Necklace into both a tremendous community asset and tourist destination. Under his leadership, the Park District secured more than \$150 million in external grants and donations to maximize investments in projects across the park district. A recent study revealed that Cleveland Metroparks contributes \$873 million in economic impact to the region. Brian has also laid the groundwork for some of the park's most transformational investments to come including a state-of-the-art Primate Forest at Cleveland Metroparks Zoo and the "CHEERS" project to create a more accessible, equitable, and resilient lakefront on Cleveland's east side.

As CEO of Cleveland Metroparks, Brian also has overseen the transformation of Cleveland Metroparks Zoo into a nationally recognized facility for animal care and wildlife conservation. Under his leadership, Cleveland Metroparks Zoo and non-profit Cleveland Zoological Society have invested \$35 million in larger and more complex animal habitats, including African Elephant Crossing, Rosebrough Tiger Passage, Asian Highlands, Daniel Maltz Rhino Reserve and the upcoming Bear Hollow.

Among the highlights of Brian's accomplishments, are the following:

2011 Acquired: 489 Acres

- African Elephant Crossing opens at Cleveland Metroparks Zoo
- Seneca Golf Course Acquired
- Huntington Beach receives Blue Water Certification

2012 Acquired: 210 Acres

- Acacia Reservation opens
- Rivergate Park Acquired
- Royalview Trail in Mill Stream Run Reservation redesigned for mountain biking
- Adopted Cleveland Metroparks 2020: The Emerald Necklace Centennial Plan

2013 Acquired: 635 Acres

- Lakefront Reservation opens
- Watershed Stewardship Center in West Creek Reservation opens
- Cleveland Metroparks receives prestigious accreditation from The Commission for Accreditation of Park and Recreation Agencies (CAPRA)

2014 Acquired: 227 Acres

- Circle of Wildlife Carousel and Nature Discovery Ridge opens at Cleveland Metroparks Zoo
- Edgewater LIVE and Euclid Beach LIVE begin
- Purchase of Wendy Park and Whiskey Island
- e55 on the lake opens

2015 Acquired: 56 Acres

- Aukerman Park in Brecksville Reservation opens
- Merwin's Wharf Restaurant at Rivergate Park opens

ACTION ITEMS (cont.)

- Stillwater Place Event Center opens at Cleveland Metroparks Zoo
- Ben Gogolick Giraffe Encounter opens at Cleveland Metroparks Zoo
- Surpassed 100,000 Facebook Page Likes
- Cleveland Metroparks Police Department received prestigious CALEA Accreditation

2016 Acquired: 73 Acres

- Awarded National Gold Medal Award for Park and Recreation Management
- Rosebrough Tiger Passage opens at Cleveland Metroparks Zoo
- Cleveland Metroparks eLCee2 Water Taxi opens
- New Fort Hill Stairs open in Rocky River Reservation
- Secured federal TIGER Grant of \$8 million for Re-Connecting Cleveland trail projects

2017 Acquired: 171 Acres

- Cleveland Metroparks 100th Anniversary and record recreational attendance with more than 18.5 million visitors
- Emerald Necklace Donor Circles and Centennial Forest Fund established
- Edgewater Beach House opens
- Completion of Cleveland Foundation Centennial Lake Link Trail
- Cleveland Metroparks Zoo launches Securing a Future for Wildlife rebrand
- Launched overhauled public website

2018 Acquired: 227 Acres

- Asian Highlands Destination opens at Cleveland Metroparks Zoo
- Completion of Valley Parkway Connector Trail
- Trailside Program Center at Brecksville Reservation opens
- Nature Based Preschool opens in Rocky River Reservation
- Inaugural Asian Lantern Festival at Cleveland Metroparks Zoo

2019 Acquired: 217 Acres

- Euclid Beach Pier opens at Euclid Creek Reservation
- Inaugural Wild Winter Lights event at Cleveland Metroparks Zoo
- Cleveland Metroparks receives prestigious Ohio EPA Platinum Award

2020 Acquired: 277 Acres

- Adapted operations in response to COVID-19 pandemic and experienced record attendance of more than 19.7 million recreational visits
- Daniel Maltz Rhino Reserve opens
- Developed drive-through events: Cruise the Zoo, Asian Lantern Festival and Wild Winter Lights
- IDEA (Inclusion, Diversity, Equity, Accessibility) Committee created

2021 Acquired: 165 Acres

- Completion of TIGER Trails – including Red Line Greenway, Whiskey Island Trail and Wendy Park Bridge
- Brookside Reservation's Brighton Park opens

ACTION ITEMS (cont.)

- New amenities open including Lindsey Family Place Space at Edgewater Park, the Noshery at Huntington Beach and Eagle Zip Adventure
- Completed Towpath Trail Extension Project
- Gorge Loop Trail in Brecksville Reservation opens
- Awarded National Gold Medal Award for Park and Recreational Management

2022 Acquired: 90 Acres

- Completion of Bonnie Park restoration project
- Cleveland Metroparks adopts Second Century of Stewardship System Plan
- Inaugural Sounds of Summer traveling concert series
- Cleveland-Cliffs Bike Park opens at Ohio & Erie Canal Reservation
- Eastern Ledge Trail in Euclid Creek Reservation opens

As a result of the above accomplishments, Cleveland Metroparks has been recognized nationally under Brian Zimmerman through several awards including the 2016 and 2021 National Gold Medal Award for Excellence in Park Management by the American Academy for Park and Recreation Administration (AAPRA), the highest national honor in parks and recreation. The prestigious “Best in Nation” award can only be won every five years.

In addition to the top overall award, Cleveland Metroparks has received top awards from several national organizations including the Innovation in Social Equity Award for the Re-Connecting Cleveland TIGER Trails project from the National Recreation and Park Association (NRPA), top awards in planning, programs and trail design from the National Association of County Park and Recreation Officials (NACPRO), awards for fiscal management including the Distinguished Budget Presentation Award by the Government Finance Officers Association of the United States and Canada (GFOA), and more. Cleveland Metroparks is also a 16-time winner of NorthCoast 99 top workplaces.

In addition to agency awards, Brian Zimmerman has been recognized professionally in recent years, including:

- Selected into American Academy for Park & Recreation Administration (AAPRA)
- Greater Cleveland Partnership Shatten Award
- Crain’s 2021 Power 150
- Crain’s 2021 Newsmakers of the Year
- 2021 Northeast Ohio Smart 50 Honoree
- Cleveland 500 and Most Interesting People by Cleveland Magazine

Given the impressive accomplishments and acknowledgements that Cleveland Metroparks has been able to achieve under Brian's leadership, the Board is committed more than ever to retain this talented, hard-working and results-oriented professional by offering him an extension to his employment contract.

ACTION ITEMS (cont.)**No. 23-03-052:**

It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the President to execute an extension of the employment contract for Chief Executive Officer Brian M. Zimmerman, effective on April 1, 2023 through August 31, 2034, to include the following amended provisions: (a) base salary of \$340,000.00; (b) annual 3.95% merit raises; (c) annual bonus of ten percent based upon performance standards as determined by the President annually including, but not limited to, capital projects, fundraising/revenue-generation, national recognition, community connections, public approbation, and land acquisitions; (d) accrual of vacation leave at the rate of 9.231 hours for each two-week payroll cycle; (e) continuation of current vehicle allowance with consumer prices index annual increases; (f) increase of \$500,000 to a term life insurance policy with \$250,000 benefit assigned to Cleveland Metroparks if death occurs during contract period; (g) an amount equal to twenty-five percent of the CEO compensation will be directed into a supplemental retirement and/or deferred compensation plan as determined by the President to benefit the CEO, and the CEO shall not vest in such contributions, income and interest until the expiration of the contract term on August 31, 2034, subject to the following:

- (i) if the CEO voluntarily leaves prior to the end of the contract term of August 31, 2034, CEO shall not vest in any contributions, interest or income;
 - (ii) if the CEO is terminated without cause, CEO shall vest in the contributions subject to any loss in the fund at the time of termination; or
 - (iii) if the CEO is terminated for cause, the CEO does not vest any interest in any contributions, income or interest;
- (h) a severance payment which includes one-year full compensation and benefits if the employment contract is terminated by the Board without just cause, which would be reduced by the value of income derived from his subsequent employment and/or business opportunities obtained within twelve months of the employment termination date; and, (i) eligibility in any existing or future Board-approved employee benefits.

Vote on the motion was as follows:

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

Nays: None.

ADJOURNMENT.

No. 23-03-053: There being no further matters to come before the Board, upon motion by Vice President Berry, seconded by President Rinker, and carried, President Rinker adjourned the meeting at 10:45 a.m.

Vote on the motion was as follows:

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

Nays: None.

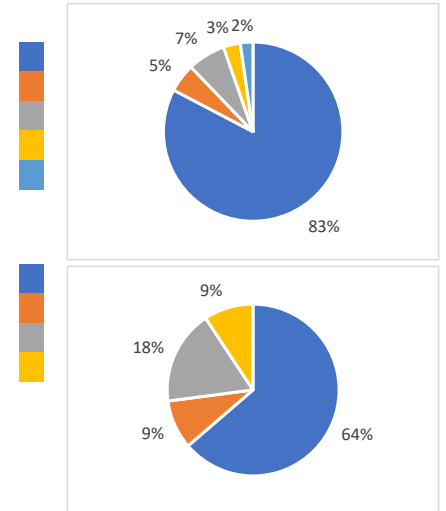
President.

Attest:

Secretary.

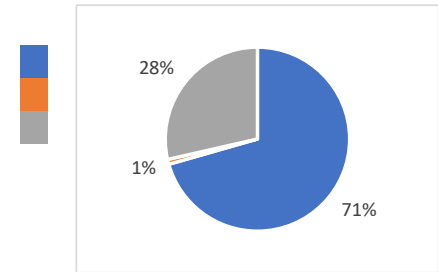
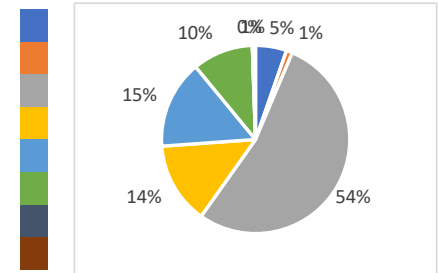
Cleveland Metroparks
 Financial Performance
 2/28/2023
 CM Park District

	Actual February '22	Actual February '23	Fav (Unfav)	Actual YTD February '22	Actual YTD February '23	Fav (Unfav)
Revenue:						
Property Tax	26,080,000	32,307,381	6,227,381	32,611,000	40,125,381	7,514,381
Local Gov/Grants/Gifts	524,742	756,558	231,816	1,535,096	2,503,085	967,989
Charges for Services	1,159,887	2,143,999	984,112	2,836,209	3,315,041	478,832
Self-Funded	733,208	724,441	(8,767)	1,469,406	1,458,515	(10,891)
Interest, Fines, Other	<u>177,813</u>	<u>1,041,217</u>	<u>863,404</u>	<u>203,288</u>	<u>1,128,377</u>	<u>925,089</u>
Total Revenue	28,675,650	36,973,596	8,297,946	38,654,999	48,530,399	9,875,400
OpEx:						
Salaries and Benefits	4,959,090	5,213,028	(253,938)	10,041,861	11,050,269	(1,008,408)
Contractual Services	374,566	554,283	(179,717)	1,596,547	1,594,630	1,917
Operations	1,170,111	1,556,955	(386,844)	2,382,425	3,080,211	(697,786)
Self-Funded Exp	<u>621,452</u>	<u>706,612</u>	<u>(85,160)</u>	<u>1,061,475</u>	<u>1,618,462</u>	<u>(556,987)</u>
Total OpEx	7,125,219	8,030,878	(905,659)	15,082,308	17,343,572	(2,261,264)
Op Surplus/(Subsidy)	21,550,431	28,942,718	7,392,287	23,572,691	31,186,827	7,614,136
CapEx:						
Capital Labor	64,412	53,499	10,913	122,545	138,778	(16,233)
Construction Expenses	263,647	2,956,562	(2,692,915)	2,312,377	4,713,129	(2,400,752)
Capital Equipment	63,518	783,829	(720,311)	289,960	1,241,578	(951,618)
Land Acquisition	325,281	268,767	56,514	497,851	320,166	177,685
Capital Animal Costs	<u>(354)</u>	<u>2,383</u>	<u>(2,737)</u>	<u>175</u>	<u>2,417</u>	<u>(2,242)</u>
Total CapEx	716,504	4,065,040	(3,348,536)	3,222,908	6,416,068	(3,193,160)
Net Surplus/(Subsidy)	20,833,927	24,877,678	4,043,751	20,349,783	24,770,759	4,420,976



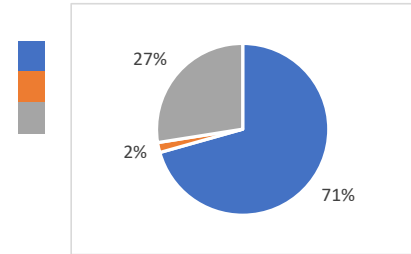
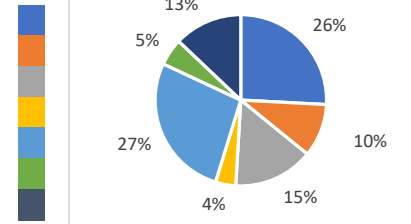
**Cleveland Metroparks
Financial Performance
2/28/2023
Zoo**

	Actual February '22	Actual February '23	Fav (Unfav)	Actual YTD February '22	Actual YTD February '23	Fav (Unfav)
Revenue:						
General/SE Admissions	54,436	(35,454)	(89,890)	31,532	75,293	43,761
Guest Experience	5,606	7,221	1,615	13,377	14,509	1,132
Zoo Society	0	753,536	753,536	671,229	753,536	82,307
Souvenirs/Refreshments	6,424	31,272	24,848	188,108	198,406	10,298
Education	146,495	208,579	62,084	152,715	213,782	61,067
Rentals & Events	96,634	46,693	(49,941)	140,399	146,339	5,940
Consignment	589	0	(589)	589	0	(589)
Other	<u>(652)</u>	<u>761</u>	<u>1,413</u>	<u>(496)</u>	<u>8,108</u>	<u>8,604</u>
Total Revenue	309,532	1,012,608	703,076	1,197,453	1,409,973	212,520
OpEx:						
Salaries and Benefits	1,127,474	1,190,356	(62,882)	2,312,923	2,430,796	(117,873)
Contractual Services	6,658	18,710	(12,052)	12,596	29,248	(16,652)
Operations	<u>311,449</u>	<u>405,489</u>	<u>(94,040)</u>	<u>767,888</u>	<u>981,743</u>	<u>(213,855)</u>
Total OpEx	1,445,581	1,614,555	(168,974)	3,093,407	3,441,787	(348,380)
Op Surplus/(Subsidy)	(1,136,049)	(601,947)	534,102	(1,895,954)	(2,031,814)	(135,860)
CapEx:						
Capital Labor	0	0	0	0	2,258	(2,258)
Construction Expenses	14,006	317,441	(303,435)	296,540	376,617	(80,077)
Capital Equipment	11,753	0	11,753	34,704	33,911	793
Capital Animal Costs	<u>(354)</u>	<u>2,383</u>	<u>(2,737)</u>	<u>175</u>	<u>2,417</u>	<u>(2,242)</u>
Total CapEx	25,405	319,824	(294,419)	331,419	415,203	(83,784)
Net Surplus/(Subsidy)	(1,161,454)	(921,771)	239,683	(2,227,373)	(2,447,017)	(219,644)
Restricted Revenue-Other	10,133	38,053	27,920	135,943	1,024,601	888,658
Restricted Revenue-Zipline	0	916	916	1,305	916	(389)
Restricted Expenses	<u>56,415</u>	<u>857,738</u>	<u>(801,323)</u>	<u>98,032</u>	<u>2,004,452</u>	<u>(1,906,420)</u>
Restricted Surplus/(Subsidy)	(46,282)	(818,769)	(772,487)	39,216	(978,935)	(1,018,151)



Cleveland Metroparks
 Financial Performance
 2/28/2023
 Golf Summary

	Actual February '22	Actual February '23	Fav (Unfav)	Actual YTD February '22	Actual YTD February '23	Fav (Unfav)
Revenue:						
Greens Fees	5,791	69,828	64,037	18,116	93,756	75,640
Equipment Rentals	127	28,134	28,007	1,123	36,459	35,336
Food Service	26,059	50,207	24,148	57,616	54,931	(2,685)
Merchandise Sales	610	11,787	11,177	1,958	13,809	11,851
Pro Services	34,300	31,932	(2,368)	72,615	98,831	26,216
Driving Range	254	15,393	15,139	813	18,656	17,843
Other	<u>25,647</u>	<u>31,190</u>	<u>5,543</u>	<u>37,334</u>	<u>46,833</u>	<u>9,499</u>
Total Revenue	92,788	238,471	145,683	189,575	363,275	173,700
OpEx:						
Salaries and Benefits	300,807	291,957	8,850	577,451	588,993	(11,542)
Contractual Services	655	11,792	(11,137)	1,758	15,295	(13,537)
Operations	<u>73,535</u>	<u>110,097</u>	<u>(36,562)</u>	<u>122,626</u>	<u>229,123</u>	<u>(106,497)</u>
Total OpEx	374,997	413,846	(38,849)	701,835	833,411	(131,576)
Op Surplus/(Subsidy)	(282,209)	(175,375)	106,834	(512,260)	(470,136)	42,124
CapEx:						
Capital Labor	0	19,529	(19,529)	9,004	59,944	(50,940)
Construction Expenses	87,891	299,441	(211,550)	152,082	335,365	(183,283)
Capital Equipment	<u>26,642</u>	<u>213,058</u>	<u>(186,416)</u>	<u>44,310</u>	<u>222,838</u>	<u>(178,528)</u>
Total CapEx	114,533	532,028	(417,495)	205,396	618,147	(412,751)
Net Surplus/(Subsidy)	(396,742)	(707,403)	(310,661)	(717,656)	(1,088,283)	(370,627)



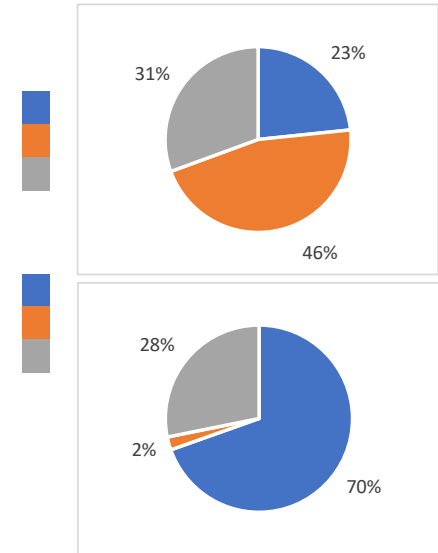
Cleveland Metroparks
 Financial Performance
 2/28/2023
 Golf Detail

	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)	
	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23
Operating Revenue	21,739	52,258	4,178	2,632	5,597	6,524	56,642	68,853	16,186	65,594
Operating Expenses	<u>110,543</u>	<u>118,459</u>	<u>19,955</u>	<u>29,660</u>	<u>3,354</u>	<u>28,061</u>	<u>109,283</u>	<u>129,833</u>	<u>160,097</u>	<u>154,934</u>
Operating Surplus/(Subsidy)	(88,804)	(66,201)	(15,777)	(27,028)	2,243	(21,537)	(52,641)	(60,980)	(143,911)	(89,340)
Capital Labor	0	0	0	0	0	0	0	2,912	0	0
Construction Expenses	77,606	0	0	0	0	0	33,071	294,974	1,567	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Capital Expenditures	77,606	0	0	0	0	0	33,071	297,886	1,567	0
Net Surplus/(Subsidy)	(166,410)	(66,201)	(15,777)	(27,028)	2,243	(21,537)	(85,712)	(358,866)	(145,478)	(89,340)

	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Golf Admin		Total	
	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23
Operating Revenue	10,120	31,235	26,082	37,443	48,019	98,737	1,013	0	189,576	363,273
Operating Expenses	<u>83,101</u>	<u>89,657</u>	<u>41,203</u>	<u>64,030</u>	<u>116,812</u>	<u>109,783</u>	<u>57,489</u>	<u>108,992</u>	<u>701,838</u>	<u>833,409</u>
Operating Surplus/(Subsidy)	(72,981)	(58,422)	(15,121)	(26,587)	(68,793)	(11,046)	(56,476)	(108,992)	(512,262)	(470,136)
Capital Labor	0	15,581	7,669	1,100	1,334	40,351	0	0	9,003	59,944
Construction Expenses	0	7,158	0	1,680	39,837	31,553	0	0	152,081	335,365
Capital Equipment	<u>14,265</u>	<u>720</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>30,045</u>	<u>222,121</u>	<u>44,310</u>	<u>222,838</u>
Total Capital Expenditures	14,265	23,459	7,670	2,780	41,171	71,904	30,045	222,121	205,394	618,147
Net Surplus/(Subsidy)	(87,246)	(81,881)	(22,791)	(29,367)	(109,964)	(82,950)	(86,521)	(331,113)	(717,656)	(1,088,283)

**Cleveland Metroparks
Financial Performance
2/28/2023
Enterprise Summary**

	Actual February '22	Actual February '23	Fav (Unfav)	Actual YTD February '22	Actual YTD February '23	Fav (Unfav)
Revenue:						
Concessions	75,312	106,904	31,592	170,169	243,706	73,537
Dock Rentals	310,663	348,925	38,262	438,462	481,440	42,978
Other*	<u>151,563</u>	<u>168,841</u>	<u>17,278</u>	<u>284,066</u>	<u>319,178</u>	<u>35,112</u>
Total Revenue	537,538	624,670	87,132	892,697	1,044,324	151,627
OpEx:						
Salaries and Benefits	195,652	216,673	(21,021)	446,660	451,781	(5,121)
Contractual Services	7,469	8,179	(710)	24,811	14,488	10,323
Operations	<u>68,020</u>	<u>81,989</u>	<u>(13,969)</u>	<u>189,146</u>	<u>182,965</u>	<u>6,181</u>
Total OpEx	271,141	306,841	(35,700)	660,617	649,234	11,383
Op Surplus/(Subsidy)	266,397	317,829	51,432	232,080	395,090	163,010
CapEx:						
Capital Labor	0	0	0	142	0	142
Construction Expenses	2,072	134	1,938	4,007	1,925	2,082
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,576</u>	<u>0</u>	<u>1,576</u>
Total CapEx	2,072	134	1,938	5,725	1,925	3,800
Net Surplus/(Subsidy)	264,325	317,695	53,370	226,355	393,165	166,810



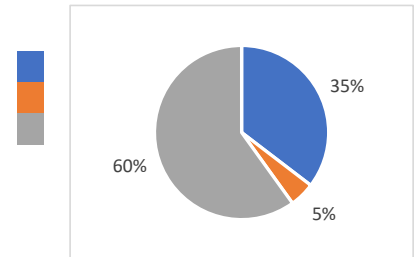
*Other includes Chalet fees, parking, hayrides, aquatics, gift cards, misc.

Cleveland Metroparks
 Financial Performance
 2/28/2023
 Enterprise Detail

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant			
	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23		
Operating Revenue	171,711	237,908	0	0	373,747	406,463	0	0		
Operating Expenses	<u>348,841</u>	<u>293,229</u>	<u>2,911</u>	<u>1,032</u>	<u>14,650</u>	<u>13,747</u>	<u>133</u>	<u>846</u>		
Operating Surplus/(Subsidy)	(177,130)	(55,321)	(2,911)	(1,032)	359,097	392,716	(133)	(846)		
Capital Labor	142	0	0	0	0	0	0	0		
Construction Expenses	2,072	154	0	0	1,935	1,771	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Total Capital Expenditures	2,214	154	0	0	1,935	1,771	0	0		
Net Surplus/(Subsidy)	(179,344)	(55,475)	(2,911)	(1,032)	357,162	390,945	(133)	(846)		
	Wildwood		Euclid Beach		EmerNeck Marina		EmerNeck Restaurant			
	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23		
Operating Revenue	9,540	7,800	0	0	104,601	114,823	15,230	16,250		
Operating Expenses	<u>2,483</u>	<u>999</u>	<u>215</u>	<u>260</u>	<u>7,321</u>	<u>3,889</u>	<u>6,879</u>	<u>21,268</u>		
Operating Surplus/(Subsidy)	7,057	6,801	(215)	(260)	97,280	110,934	8,351	(5,018)		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	0	0	0	0	0	0	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Total Capital Expenditures	0	0	0	0	0	0	0	0		
Net Surplus/(Subsidy)	7,057	6,801	(215)	(260)	97,280	110,934	8,351	(5,018)		
	Edgewater Pier		Wallace Lake		Hinckley Lake		Huntington			
	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23		
Operating Revenue	0	0	0	0	0	0	0	0		
Operating Expenses	<u>101</u>	<u>101</u>	<u>260</u>	<u>318</u>	<u>10</u>	<u>70</u>	<u>1,123</u>	<u>1,102</u>		
Operating Surplus/(Subsidy)	(101)	(101)	(260)	(318)	(10)	(70)	(1,123)	(1,102)		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	0	0	0	0	0	0	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Total Capital Expenditures	0	0	0	0	0	0	0	0		
Net Surplus/(Subsidy)	(101)	(101)	(260)	(318)	(10)	(70)	(1,123)	(1,102)		
	Chalet		Ledge Lake		Parking		Enterprise Admin		Total	
	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23	YTD February '22	YTD February '23
Operating Revenue	165,293	198,289	2,370	4,743	50,204	58,046	0	0	892,696	1,044,322
Operating Expenses	<u>94,591</u>	<u>129,937</u>	<u>717</u>	<u>713</u>	<u>2,695</u>	<u>353</u>	<u>177,686</u>	<u>181,368</u>	<u>660,616</u>	<u>649,232</u>
Operating Surplus/(Subsidy)	70,702	68,352	1,653	4,030	47,509	57,693	(177,686)	(181,368)	232,080	395,090
Capital Labor	0	0	0	0	0	0	0	0	142	0
Construction Expenses	0	0	0	0	0	0	0	0	4,007	1,925
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,576</u>	<u>0</u>	<u>1,576</u>	<u>0</u>
Total Capital Expenditures	0	0	0	0	0	0	1,576	0	5,725	1,925
Net Surplus/(Subsidy)	70,702	68,352	1,653	4,030	47,509	57,693	(179,262)	(181,368)	226,355	393,165

Cleveland Metroparks
 Financial Performance
 2/28/2023
 Nature Shops and Kiosks

	Actual February '22	Actual February '23	Fav (Unfav)	Actual YTD February '22	Actual YTD February '23	Fav (Unfav)
Retail Revenue	11,341	23,232	11,891	24,664	52,087	27,423
OpEx:						
Salaries and Benefits	17,120	21,162	(4,042)	37,864	43,357	(5,493)
Contractual Services	1,374	5,426	(4,052)	1,374	5,785	(4,411)
Operations	<u>7,008</u>	<u>54,292</u>	<u>(47,284)</u>	<u>25,330</u>	<u>73,471</u>	<u>(48,141)</u>
Total OpEx	25,502	80,880	(55,378)	64,568	122,613	(58,045)
Op Surplus/(Subsidy)	(14,161)	(57,648)	(43,487)	(39,904)	(70,526)	(30,622)
CapEx:						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>20,000</u>	<u>(20,000)</u>	<u>0</u>	<u>20,000</u>	<u>(20,000)</u>
Total CapEx	0	20,000	(20,000)	0	20,000	(20,000)
Net Surplus/(Subsidy)	(14,161)	(77,648)	(63,487)	(39,904)	(90,526)	(50,622)



**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED FEBRUARY 2023**

ACCOUNTS RECEIVABLE

Current	Past Due				Total
	1-30 Days	30-60 Days	60-90 Days	Over 90 Days	
\$168,969	\$25,991	\$1,395,719	\$30	\$195,034	\$1,785,743

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
02/01/23	Fifth Third Securities	Money Market (A)	27	4.78%	02/28/23	\$3,357	\$3,345
02/01/23	Key Bank Capital Markets	Portfolio (B)	27	0.11%	02/28/23	\$3,817	\$45,004,540
02/01/23	STAR Ohio	State pool (C)	27	2.09%	02/28/23	\$44,502	\$40,637,679

(A) Federated Government Money Market Account.

Investment balance ranged from \$3,345 to \$3,357 in February 2023

(B) KBCM - Net Change in Portfolio \$20,944.43 Ending Account Value \$45,120,013.58 in February 2023

Investment balance ranged from \$45,004,540 to \$45,008,357 in February 2023

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

Investment balance ranged from \$11,093,177 to 40544.06 in February 2023

Source: Wade Steen, Chief Finance Officer
03/08/23

RESOLUTION RECOGNIZING THE RETIREMENT OF NEEME NAPP

WHEREAS, *Neeme Napp has served Cleveland Metroparks for 16 years; and,*

WHEREAS, *Neeme Napp has worked with Cleveland Metroparks as the Attendance Counter in the Marketing Division; and,*

WHEREAS, *Neeme Napp brought to the Park District a meticulous attention to detail and wealth of knowledge, tremendous dedication, and a desire to always look for ways to improve methods and processes, playing a pivotal role in research and data collecting for the Park District; and,*

WHEREAS, *Neeme Napp has gone above-and-beyond his duties during crucial times where park visitation reached its highest; and,*

WHEREAS, *Neeme Napp has been incredibly independent and trustworthy in helping determine annual park visitation, an effort that collected important information that assisted intricate workings of Cleveland Metroparks; and,*

WHEREAS, *Neeme Napp has served as the eyes and ears of the research and analytics team year-round and under any condition; and,*

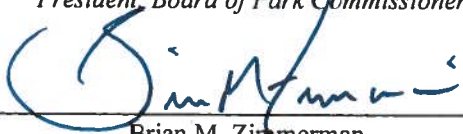
WHEREAS, *Neeme Napp has been known for his friendly recognizable face across all Cleveland Metroparks locations and events, and served as a park ambassador who prioritized the primary core value of Guest Focus; and,*

WHEREAS, *Neeme's contributions and willingness to dedicate time, effort, and resources to his team has been an asset to Cleveland Metroparks. The products of his labor are appreciated and will not be forgotten.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



**CLEVELAND METROPARKS
Appropriation Summary - 2023**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #3 3/15/2023	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 64,280,149	\$ 23,254	\$ 64,303,403	\$ 97,126	\$ (50,061) A	\$ 64,350,468
52	Employee Fringe Benefits	20,015,070	465,623	20,480,693	7,891	1,692 B	20,490,276
53	Contractual Services	15,837,597	3,060,539	18,898,136	200,945	125,636 C	19,224,717
54	Operations	26,536,916	3,124,951	29,661,867	1,400	350,287 D	30,013,554
	Operating Subtotal	126,669,732	6,674,367	133,344,099	307,362	427,554	134,079,015
CAPITAL							
571	Capital Labor	800,000	-	800,000	-	-	800,000
572	Capital Construction Expenses	20,538,624	14,503,182	35,041,806	13,002,452	2,290,894 E	50,335,152
574	Capital Equipment	3,438,515	1,790,688	5,229,203	337,273	762,879 F	6,329,355
575	Zoo Animals	75,000	3,081	78,081	-	-	78,081
576	Land	1,200,000	49,283	1,249,283	-	-	1,249,283
	Capital Subtotal	26,052,139	16,346,233	42,398,372	13,339,725	3,053,773	58,791,871
TOTALS							
Grand totals		\$ 152,721,871	\$ 23,020,601	\$ 175,742,472	\$13,647,087	\$ 3,481,327	\$ 192,870,886

OPERATING

51 SALARIES

- \$ 17,965 Increase in restricted fund appropriations for Full-Time Salaries for Natural Resources
Appropriation increase will be covered by new federal Beech Leaf Disease grant funds
- \$ (7,026) Decrease in restricted appropriations for Part-Time and Seasonal Salaries for Natural Resources
Net budget effect is a reduction in appropriated funds
- \$ (30,000) Transfer of appropriations from Seasonal Salaries to Property Maintenance and Grounds Management Supplies
Net budget effect is zero
- \$ (31,000) Transfer of appropriations from Seasonal Salaries to Contractual Services for Zoo Education program evaluation
Net budget effect is zero

A \$ (50,061) Total increase (decrease) to Salaries

52 FRINGE BENEFITS

- \$ 2,777 Increase in restricted fund appropriations for PERS & Medicare for Natural Resources
Appropriation increase will be covered by new federal Beech Leaf Disease grant funds
- \$ (1,085) Decrease in restricted appropriations for PERS and Medicare Benefits for Natural Resources
Net budget effect is a reduction in appropriated funds

B \$ 1,692 Total increase (decrease) to Fringe Benefits

53 CONTRACTUAL SERVICES

- \$ 13,475 Transfer of restricted appropriations from Training, Exhibit Materials & Grounds Mgmt. to Other Contractual Services
Net budget effect is zero
- \$ 13,000 Increase in restricted appropriations for Other Contractual Services for ABCA Coordinator and Senior Advisor contracts
Appropriation increase will be covered by existing Cleveland Zoological Society funds
- \$ 30,000 Increase in restricted appropriations for Other Contractual Services for OEC enhancements
Appropriation increase will be covered by new restricted funds
- \$ 7,500 Increase in restricted fund appropriations for Other Contractual Services for Natural Resources
Appropriation increase will be covered by new federal Beech Leaf Disease grant funds
- \$ 10,000 Increase in restricted appropriations for Other Contractual Services for Natural Resources
Appropriation increase will be covered by new Pack Trust grant funds
- \$ 8,260 Increase in restricted appropriations for Lab Fees for Natural Resources
Appropriation increase will be covered by existing ODNR Hydrilla grant funds
- \$ 4,093 Transfer of restricted appropriations from Program Supplies to Contractual Services
Net budget effect is zero
- \$ 8,308 Increase in restricted appropriations for Other Contractual Services for the NAWCA grant
Appropriation increase will be covered by new grant funds
- \$ 31,000 Transfer of appropriations from Seasonal Salaries to Contractual Services for Zoo Education program evaluation
Net budget effect is zero

C \$ 125,636 Total increase (decrease) to Contractual Services

54 OPERATIONS

- \$ 15,000 Increase in restricted appropriations for Training/Conferences
Appropriation increase will be covered by new restricted funds
- \$ 25,000 Increase in restricted appropriations for Facility Signs for the Zoo
Appropriation increase will be covered by existing grant funds
- \$ (13,475) Transfer of restricted appropriations from Training, Exhibit Materials & Grounds Mgmt. to Other Contractual Services
Net budget effect is zero

\$	10,000	Increase in restricted appropriations for Sponsorship Expense for Gorilla SAFE Appropriation increase will be covered by new restricted funds
\$	25,100	Increase in restricted appropriations for Minor Computer Equipment and Program Supplies for Andean Bear SAFE Appropriation increase will be covered by existing restricted funds
\$	110,000	Increase in restricted appropriations for Sponsorship Expense for the FFW Make a Difference Program Appropriation increase will be covered by new restricted funds
\$	40,000	Increase in restricted appropriations for Sponsorship Expense for the Future for Wildlife Program Appropriation increase will be covered by new restricted funds
\$	40,000	Increase in restricted appropriations for Sponsorship Expense for the Conservation Donations Aramark Program Appropriation increase will be covered by new restricted funds
\$	5,000	Increase in restricted appropriations for Program Supplies for the AZA and Disney Clubs Program Appropriation increase will be covered by new restricted funds
\$	2,176	Increase in restricted appropriations for Program Supplies for the ZWNF Tree Kangaroo Study grant Appropriation increase will be covered by existing restricted funds
\$	4,960	Increase in restricted appropriations for Minor Computer Equipment for the Food Concession Intercept Program Appropriation increase will be covered by existing restricted funds
\$	(5,449)	Decrease in restricted appropriations for Printing Expense, Program Supplies, Minor Equipment, and Herbicides for Natural Resources Net budget effect is a reduction in appropriated funds
\$	17,291	Increase in restricted appropriations for Herbicides fo Natural Resources Appropriation increase will be covered by new ODNR Hydrilla grant funds
\$	(4,093)	Transfer of restricted appropriations from Program Supplies to Contractual Services Net budget effect is zero
\$	(2,043)	Reduction in restricted appropriations for Program Supplies and Training/Conference Expense Net budget effect is a reduction in appropriated funds
\$	(363)	Transfer of restricted appropriations for Program Supplies to Misc. Capital Equipment Net budget effect is zero
\$	30,000	Increase in restricted appropriations for Herbicides Appropriation increase will be covered by existing restricted funds
\$	3,479	Increase in restricted appropriations for Animal Care for Police K9 equipment Appropriation increase will be covered by new restricted funds
\$	3,500	Increase in restricted appropriations for Aggregate Materials and Property Maintenance Supplies for bridle trails Appropriation increase will be covered by new restricted funds
\$	2,500	Increase in restricted appropriations for Animal Care for the Police K9 Appropriation increase will be covered by new restricted funds
\$	10,304	Increase in restricted appropriations for Program Supplies and Plant Material for Natural Resources Appropriation increase will be covered by new restricted funds
\$	30,000	Transfer of appropriations from Seasonal Salaries to Property Maintenance and Grounds Management Supplies Net budget effect is zero
\$	1,400	Increase in restricted appropriations for Plant Material for the NAWCA grant Appropriation increase will be covered by new grant funds

D	\$	350,287	Total increase (decrease) to Office Operations
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\$	427,554	TOTAL INCREASE (DECREASE) TO OPERATIONS
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CAPITAL

572 CAPITAL CONSTRUCTION EXPENSES

- \$ (545,661) Transfer of appropriations from Capital Construction to Capital Equipment to purchase a marina lift
Net budget effect is zero

- \$ 37,347 Increase in restricted appropriations in Capital Construction for the CCLRC Demolition program
Appropriation increase will be covered by new restricted funds

- \$ 799,208 Increase in restricted appropriations for Capital Construction for the Solon-to-Chagrin Falls Trail
Appropriation increase will be covered by new restricted funds

- \$ 2,000,000 Increase in restricted appropriations in Capital Construction for the Primate Exhibit
Appropriation increase will be covered by new restricted funds

E	\$ 2,290,894	Total increase (decrease) to Capital Construction Expenses
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574 CAPITAL EQUIPMENT

- \$ 545,661 Transfer of appropriations from Capital Contracts to Tractors/Loaders/Backhoes equipment to purchase the Emerald
Necklace Marina lift
Net budget effect is zero

- \$ 5,300 Increase in restricted appropriations for Miscellaneous Capital Equipment for Natural Resources
Appropriation increase will be covered by existing ODNR Hydrilla grant funds

- \$ 2,000 Increase in restricted appropriations for Technology Equipment for the Future for Wildlife Program
Appropriation increase will be covered by new restricted funds

- \$ 363 Transfer of restricted appropriations for Program Supplies to Misc. Capital Equipment
Net budget effect is zero

- \$ 209,555 Increase in Misc Capital Equipment, Vehicles, Radios/Communication Equipment, and A/V and Photography Equipment
for the Police
Appropriation increase will be covered by existing capital funds

F	\$ 762,879	Total increase (decrease) to Capital Equipment
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\$ 3,053,773 TOTAL INCREASE (DECREASE) TO CAPITAL

\$ 3,481,327 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT

POLICY STATEMENT

SUBJECT: INVESMENT POLICY

EFFECTIVE DATE: March 15, 2023~~18~~

PURPOSE & OBJECTIVES

The Board of Park Commissioners of The Cleveland Metropolitan Park District (“Park District”) directs that the Park District’s funds are to be invested according to the following principles:

- ~~A. *Liquidity:* The Chief Financial Officer shall assure ensure that funds are constantly available to meet immediate payment requirements, including payroll and accounts payable.~~
- A. *Safety:* Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To obtain this objective, diversification is required in order that potential losses on individual investments do not exceed the income generated from the remainder of the portfolio. All investments shall be investment grade securities meeting the requirements of “Investment Instruments” and carrying a credited rating as described under “Credit Risk”.
- B. ~~*Liquidity:* The Chief Financial Officer shall ensure that funds are constantly available to meet immediate payment requirements, including payroll and accounts payable.~~
- C. *Return:* The investment portfolio shall be designed to attain a market average rate of return throughout budgetary and economic cycles, taking into account investment risk constraints and the cash flow characteristics of the portfolio.

SCOPE

This Investment Policy applies to all of the financial assets of the Park District including but not limited to the General Fund~~all funds, including but not limited to, the following: general, and all~~ capital, internal service and restricted sub-funds.

POLICY

A. Prudence Required

1. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs. Investments should not be made for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.
2. The standard of prudence to be used by the Chief Financial Officer shall be the "prudent person" and shall be applied to the context of managing an overall portfolio. The Chief Financial Officer shall exercise due diligence and report to the Board of Park Commissioners any deviation of an investment's performance from original expectations in a timely fashion and undertake appropriate action to control adverse developments.

B. Internal Controls

POLICY STATEMENT

SUBJECT: INVESMENT POLICY

EFFECTIVE DATE: March ~~15~~, 20~~23~~¹⁸

The Chief Financial Officer shall establish a system of internal controls. The internal controls will be reviewed annually by an independent auditor. The controls should be designed to prevent and control loss of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets or imprudent actions by employees and officers.

C. Investment Instruments

The Park District may invest available interim funds in accordance with Ohio Revised Code §135.14 in the following instruments:

- United States treasury bills, Bbonds, notes or other obligations of, or guaranteed by, the United States or those for which the faith of the United States is pledged for payments of principal and interest thereon through a depository designated in accordance with Chapter 135 of the Ohio Revised Code, or as part of the State of Ohio's (the "State") investment pool, which fund is STAR Ohio as of the date of this policy, but may change ~~or STAR Plus.~~

~~[Note: STAR Ohio is Ohio subdivision's fund mentioned in O.R.C. 135.14(B)(6); STAR Plus is not mentioned in 135.14, but is a bank deposit program for subdivisions endorsed by the Ohio Treasurer of State.~~

- Bonds, notes, debentures or other obligations or securities issued by any federal government agency or the Export-Import Bank of the United States.
- Interim deposits in the eligible institutions applying for interim monies as provided in Ohio Revised Code §135.08.
- Bonds and other obligations of the State, ; provided that the treasurer or governing board has completed training approved by the treasurer of the State, and , with respect to bonds or other obligations of political subdivisions, all of the following apply:
 - The bonds or other obligations are payable from general revenues of the political subdivision and backed by the full faith and credit of the political subdivision.
 - The bonds or other obligations are rated at the time of purchase in the three highest classifications established by at least one nationally recognized standard rating service and purchased through a registered securities broker or dealer.
 - The aggregate value of the bonds or other obligations does not exceed twenty per cent of interim moneys available for investment at the time of purchase.
 - The treasurer or governing board is not the sole purchaser of the bonds or other obligations at original issuance.
- Linked deposits provided in Ohio Revised Code §§135.61 to 135.67 as permitted by ORC §135.141. *~~[Note: Linked deposits are permitted by O.R.C. 135.141.]~~*
- Written repurchase agreements issued eligible institutions set forth in Ohio Revised Code §135.03 that set forth the terms and conditions of the agreement between the parties for a period not to exceed 30 days and

POLICY STATEMENT

SUBJECT: INVESMENT POLICY

EFFECTIVE DATE: March 15, 2023~~18~~

the market value of securities subject to a written repurchase agreement must exceed the principal value of the written repurchase agreement by at least ~~2%~~two percent and be marked to market daily.

- Fully~~-~~collateralized certificates of deposit, provided the conditions in Ohio Revised Code §135.144 are satisfied.

- ~~• Additional Eligible Investments for a Subdivision other than a County. The Chief Financial Officer is authorized to invest up to 25% of the Park District's interim moneys available for investment in either (1) commercial paper notes or (2) bankers acceptances. However, only after completing additional training of a type and amount approved by the Treasurer of State and subject to the following limitations on these investments:~~

- Additional Eligible Investments. The Chief Financial Officer may invest up to forty per cent (40%) of interim moneys available for investment in either of the following:

- (A) Commercial paper notes issued by an entity that is defined in division (D) of section 1705.01 or division (E) of section 1706.01 of the Revised Code and that has assets exceeding five hundred million dollars, to which notes all of the following apply:
 - (i) The notes are rated at the time of purchase in the highest classification established by at least two nationally recognized standard rating services.
 - (ii) The aggregate value of the notes does not exceed ten per cent of the aggregate value of the outstanding commercial paper of the issuing corporation.
 - (iii) The notes mature not later than two hundred seventy days after purchase.
 - (iv) The investment in commercial paper notes of a single issuer shall not exceed in the aggregate five per cent of interim moneys available for investment at the time of purchase.

- (B) Bankers acceptances of banks that are insured by the federal deposit insurance corporation and that mature not later than one hundred eighty days after purchase.

- No investment shall be made pursuant to this section unless the Chief Financial Officer has completed additional training for making the investments authorized in this section. The type and amount of additional training shall be approved by the Treasurer of State and may be conducted by or provided under the supervision of the Treasurer of State.

1. Commercial Paper Notes:

- ~~○ must be issued either by a for-profit corporation existing under Ohio law or the law any other state of the United States or by one of the several other entities described in Ohio Revised Code §1705.01(d)(2) and existing under the laws of Ohio, the United States or any other state, which organization has assets exceeding \$500 million dollars; must be rated at the time of purchase in the highest classification established by at least two nationally recognized standard rating services;~~
- ~~○ must have an aggregate value not exceeding 10% of the aggregate value of the outstanding~~

POLICY STATEMENT

SUBJECT: INVESMENT POLICY

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- ~~commercial paper of the issuing organization;~~
- ~~must mature not later than 180 days after purchase; and~~
- ~~investment in a single issuer shall not exceed in the aggregate 5% of interim moneys available for investment at the time of purchase.~~

~~2. Bankers Acceptances:~~

- ~~must be issued by a bank insured by the Federal Deposit Insurance Corporation;~~
- ~~must be eligible for purchase by the Federal Reserve System;~~
- ~~must mature not later than 180 days after purchase (Ohio Revised Code §135.14(B)(7)); and,~~
- ~~the treasurer or governing board has completed training approved by the Treasurer of the State.~~

D. Credit Risk

The Chief Financial Officer shall invest in securities that carry a Standard and Poor's rating of AA or higher or Moody's rating of Aa or higher.

E. Relationship with Financial Institutions

1. Depositories shall be selected through the banking service procurement process and shall include a formal request for proposals issued at least every five years, in accordance with the Ohio Revised Code.

2. In selecting depositories, the credit worthiness of each institution shall be considered, and the Chief Financial Officer shall conduct a comprehensive review of each prospective depository's credit characteristics and financial history.

~~2.3. The Chief Financial Officer may present to the Board applications by additional depositories to serve as interim depositories between the formal request for proposals provided such applications comply with the Ohio Revised Code, including §135.08, and is the interest of Cleveland Metroparks.~~

F. Diversification

The Chief Financial Officer shall diversify use of investment instruments to avoid incurring unreasonable risks inherent in overinvesting in specific instruments, individual institutions or maturities.

G. Safekeeping and Custody

To protect against potential fraud and embezzlement, investment assets shall be secured through third-party custody and safekeeping accounts on behalf of the Park District or State treasurer. Bearer instruments should be held only through third-party institutions. The Chief Financial Officer shall be bonded to protect the public against possible embezzlement and malfeasance. All securities shall be purchased using the delivery versus payment procedure unless prevailing practices or economic circumstances dictate otherwise. If securities transferred are not represented by a certificate, payment shall be made only upon receipt of confirmation of transfer from the custodian by the treasurer or the Board of Park Commissioners. Ownership shall be protected

POLICY STATEMENT

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EFFECTIVE DATE: March 15, 2023~~18~~

through third-party custodial safekeeping. Safekeeping procedures shall be reviewed annually by an independent auditor.

H. Ethics

1. Park District Officers and employees involved in the investment process shall refrain from personal investment or business activity which could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.
2. ~~Employees and the~~ The Chief Financial Officer shall disclose to the President of the Board of Park Commissioners and the Chief Legal & Ethics Officer any material interest in financial institutions which conduct business with the Park District, ~~and they~~ shall further disclose any large personal financial/investment positions in securities in which the Park District invests could be affected by Park District investments ~~by the Park District and shall subordinate their personal investment transactions to those of the Park District, particularly with regard to the timing of purchases and sales.~~ Employees shall report any relationship with a Park District' financial institution pursuant to the bi-annual disclosure process. ~~and officers shall subordinate their personal investment transactions to those of the Park District, particularly with regard to the timing of purchases and sales.~~

I. Reporting Requirements

The Chief Financial Officer shall submit to the Board of Park Commissioners a monthly report of investments which shall contain all investments made during the period. This report shall disclose the financial institution used, the type of investment, principal amount invested, interest rate and the amount of interest earned/to be earned.

J. Financial Institution Acknowledgement

Financial institutions awarded a contract for the deposit of interim or active funds shall sign the following acknowledgement:

“I hereby acknowledge receipt of the Investment Policy of the Board of Park Commissioners of The Cleveland Metropolitan Park District.”

Signed by: _____

Date: _____

Institution: _____

REFERENCE: Uniform Depository Act: Ohio Revised Code Chapter 135
REVISES AND REPLACES: Investment Policy, March 15, 2018.

Approved:

POLICY STATEMENT

SUBJECT: INVESMENT POLICY

EFFECTIVE DATE: March 15, 2023~~18~~

Brian M. Zimmerman
Chief Executive Officer

Bruce G. Rinker, Board President

Approval Date

Review Date

RESOLUTION NO. 23-03-035

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

Attest: _____

Chief Financial Officer

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

Printed Checks dated February 10, 2023 in the amount of \$1,583,374.85

Wire Transfer dated February 17, 2023 in the amount of \$567,344.41

Printed Checks dated February 17, 2023 in the amount of \$1,018,823.47

Direct Disbursement dated February 24, 2023 in the amount of \$97,160.00

Wire Transfer dated February 24, 2023 in the amount of \$12,503.63

Printed Checks dated February 24, 2023 in the amount of \$1,617,656.46

Printed Checks dated February 27, 2023 in the amount of \$500.00

Direct Disbursement dated March 3, 2023 in the amount of \$4,585.61

Wire Transfer dated March 3, 2023 in the amount of \$580,564.33

Printed Checks dated March 3, 2023 in the amount of \$596,466.86

Net Payroll dated January 15, 2023 to January 28, 2023 in the amount of \$1,348,050.01

Withholding Taxes in the amount of \$313,197.68

Net Payroll dated January 29, 2023 to February 11, 2023 in the amount of \$1,339,263.94

Withholding Taxes in the amount of \$307,526.79

Bank Fees/ADP Fees in the amount of \$27,204.79

Cigna Payments in the amount of \$628,687.16

ACH Debits (First Energy; Sales Tax) in the amount of \$123,967.65

JP Morgan Mastercard/Mastercard Travel Card dated February 1, 2023 to February 28, 2023 in the amount of \$552,029.47

Total amount: \$10,718,907.11

PASSED: March 15, 2023

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION: That the Board of Park Commissioners approves **Resolution No. 23-03-035** listed above.

RESOLUTION NO. 23-03-036

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 February 1, 2023 to February 28, 2023 in the amount of \$1,516.64

Total amount: \$1,516.64

PASSED: March 15, 2023

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 23-03-036** listed above.