

**MINUTES OF THE  
BOARD OF PARK COMMISSIONERS  
OF THE  
CLEVELAND METROPOLITAN PARK DISTRICT  
MARCH 19, 2026**

The Board of Park Commissioners met on this date, Thursday, March 19, 2026, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

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

**APPROVAL OF MINUTES.**

**No. 26-03-037:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to approve the minutes from the Regular Meeting of February 19, 2026, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

Nays: None.

**FINANCIAL REPORT.**

Chief Executive Officer, Brian M. Zimmerman, presented a Comparative Summary of Revenues & Expenditures 2026 vs. 2025 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 105999 to 106006.

**ACTION ITEMS.**

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

**Kimberly Gopp, Conservation Curator**

Kym Gopp has served Cleveland Metroparks Zoo for over 33 years as a Cashier, Head Cashier, Education Assistant, Animal Keeper, Lead Animal Keeper, Research Assistant, Associate Conservation Curator, and Conservation Curator. She dedicated her time and effort to the improvement and enhancement of Cleveland Metroparks Zoo through special projects and her exemplary leadership. For the past 25 years, Kym provided leadership to the Zoo's conservation program and the distribution of more than \$13 million in support of 1000 wildlife conservation projects in 70 countries around the world. She implemented scores of unique conservation initiatives at Cleveland Metroparks Zoo including two of her most notable programmatic contributions of establishing and leading the Zoo's Andean Bear Conservation Alliance (ABCA) and launching the AZA SAFE Andean Bear program. Additionally, she consistently contributed to the Zoo's Future for Wildlife conservation program by developing and training both volunteers and staff ensuring their comprehension and awareness of their importance in creating a conservation culture at the Zoo. Her understanding of teamwork was evident in her significant role in connecting the Zoo's conservation partners and activities to the Zoo's habitats and experiences such as African Elephant Crossing, Susie's Bear Hollow, and the Circle of Wildlife Carousel. Kym's humility and visioning talents have been instrumental in driving the impact and strategic growth of the Zoo's conservation programming for the past 25 years where she instinctively implemented exemplary practices and upheld the highest standards of scientific and financial integrity, resulting in maximizing the responsible stewardship of the Zoo conservation program's human and financial resources. Kym's contributions and willingness to dedicate time, effort, and resources, her love of birds and carnivores, as well as species often overlooked by others, have been an asset to Cleveland Metroparks and Cleveland Metroparks Zoo, and the products of her labor are appreciated and will not be forgotten.

**Harold Harrison, Chief Human Resources and Diversity Officer**

Harold Harrison has served Cleveland Metroparks for over 15 years as the Chief Human Resources and Diversity Officer. Harold has been an asset to Cleveland Metroparks with his outstanding servant leadership and innovative frame of intellect taking the organization's workforce to new heights. He has been recognized for his contributions to Cleveland Metroparks and the Greater Cleveland area having been nominated for The Crain's Archer Award's 2013 HR Executive of the Year and then winning the award in 2018, being a 2022 and 2025 Smart Culture Awards Honoree, and receiving the 2023 Crain's Cleveland Business Excellence in HR Award. He continued to soar to new heights and expand his knowledge by being a part of The Diversity Center LeadDIVERSITY graduate class of 2024 and Cleveland Leadership Center's Advanced Leadership Institute graduate class of 2025. Under Harold's leadership, Cleveland Metroparks has won the NorthCoast99 Best Place to Work award for 15 consecutive years, including the Legacy Award of 10 years in 2016, the Award of Excellence in 2020, 2023, and 2024, and one specialty award in 2023 for the Onboarding process at Cleveland Metroparks. Additionally, he was featured in many interviews for his expertise in Human Resources

**ACTION ITEMS (cont.)**

such as ERC in 2014, Crain's Cleveland being featured for four years consecutively, and Smart Business in 2021. Harold's devotion to efficiency, diversity, teamwork, his commitment to the Core Values, and his love for Cleveland Metroparks was a great contribution to the organization and won't be forgotten.

**Timothy Savona, Director of Revenue Development**

Tim Savona has served Cleveland Metroparks for more than 11 years as Director of Revenue Development. He was pivotal in improving the guest experience and revenue at the Zoo by creating initiative that brought industry driven attractions such as penguin habitat, photography and Body Art services, 4D theatre, and Eagle Zip Adventure zipline to the Zoo. Tim was committed to enhancing the Zoo experience for patrons and brought major events like Asian Lantern Festival, Wild Winter Lights, and the Asian Lantern Festival drive-thru experience during a time in the world where interaction was desired but prohibited due to COVID. He found ways to interact with guests and improve their services by implementing Zoo visitor surveys and monitoring their responses. Additionally, he continuously went beyond the call of duty serving patrons and the community by completing wayfinding enhancements with new Zoo-wide signage and making the Zoo more accessible through sensory-inclusive certification, sensory room, adult changing room, and nursing mother rooms. Tim was committed to the conservation efforts of Cleveland Metroparks and implemented conservation round up programs with retail and concessions partners, collaborations with vendors to offer fair trade and conservation mission-based products in the Zoo gift shop, and a pathway for a portion of all admissions sales to go towards Zoo-supported conservation projects. Tim's dedication has been a valued asset to Cleveland Metroparks and Cleveland Metroparks Zoo, and the products of his labor are appreciated and will not be forgotten.

**Tad Schoffner, Animal Curator**

Tad Schoffner has served Cleveland Metroparks Zoo for over 49 years as a Groundskeeper, Assistant Ranger, Animal Keeper, Relief Animal Keeper, Lead Animal Keeper, Assistant Animal Care Manager, Associate Curator of Animals, and Animal Curator. He dedicated his time and effort to the improvement and enhancement of the Cleveland Metroparks Zoo through his wealth of knowledge and his exemplary leadership, and shared his wealth of knowledge by way of coordinating many workshops and events throughout the Zoo. Tad notably has done workshops surrounding subject areas such as New World Primates, Chimpanzee husbandry, Gorilla husbandry, Old World Monkey husbandry, Prosimian husbandry, TAG meetings and many Creature Comfort enrichment demonstrations throughout the Zoo. Additionally, he was pivotal in creating the Zoo's very first enrichment program that has continued to expand and flourish. Tad was committed to the overall guest experience by way of leading the seasonal and Volunteer Animal Care Assistant programs, equipping the employees and volunteers with knowledge and resources to make sure patrons had a fulfilling experience while coming to the Zoo. Tad has been instrumental to the health and welfare of the Zoo animals and has continuously been a pillar of excellence for other zookeepers and staff alike. Tad's contributions and willingness to dedicate time, effort, resources, his love for all animals, and innovative approach and leadership have been an asset to Cleveland Metroparks and Cleveland Metroparks Zoo, and the products of his labor are appreciated and will not be forgotten.

**ACTION ITEMS (cont.)****David P. Winkler, Lead Animal Keeper**

Dave Winkler has served Cleveland Metroparks and Cleveland Metroparks Zoo for over 31 years as an Animal Keeper and Lead Animal Keeper. His dedication to animal care shined throughout his career through many avenues of trainings, presentations, and his involvement in many studies. Dave used his skills to assist in many notable projects such as the Red Ruffed Lemur Social Behavior Study in 1996, operant training of the chimpanzee in 1998, Chimpanzee injection and separation training in 2008, assisting in the return of elephants Moshi, Martika, and Jo to Cleveland in 2010, and arrival of elephants Kallie, Willy and Shenga in 2011. His wealth of knowledge reached beyond the walls of Cleveland Metroparks Zoo as he would often be a presenter at other Zoos explaining the value of animal enrichment to their staff members. Additionally, he has been a pivotal asset to the evolution of the elephant program at Cleveland Metroparks Zoo through habitat management, prioritizing safety and elephant welfare as the philosophy of the program, training the elephants for their weekly vet checks, training staff regarding vaccination, trunk wash, x-ray, tusk trim, plasma collections and more. Dave's devotion to efficiency, teamwork and love for Cleveland Metroparks Zoo was a great asset to the organization and won't be forgotten.

**No. 26-03-038:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to recognize Kimberly Gopp, Harold Harrison, Timothy Savona, Tad Schoffner, and David P. Winkler for their years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolutions found on pages **106007** to **106011**.

Vote on the motion was as follows:

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

Nays: None.

**ACTION ITEMS (cont.)**

**(b) 2026 Budget Adjustment No. 2**

*(Originating Sources: Gary Butzback, Acting Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)*

The following amendments are requested for Board approval:

**CLEVELAND METROPARKS  
Appropriation Summary - 2026**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #2 3/19/2026	Total
		Baseline Budget	Carry Over Encumbrances	Total			
<b>OPERATING</b>							
51	Salaries	\$ 72,891,838	\$ 13,924	\$ 72,905,763	\$ 147,050	\$ -	\$ 73,052,813
52	Employee Fringe Benefits	25,704,801	31,692	25,736,492	-	-	25,736,492
53	Contractual Services	21,412,860	1,816,035	23,228,895	25,047	(827) <b>A</b>	23,253,115
54	Operations	35,693,137	4,967,663	40,660,800	977,517	210,950 <b>B</b>	41,849,267
	Operating Subtotal	155,702,636	6,829,314	162,531,950	1,149,614	210,123	163,891,687
<b>CAPITAL</b>							
571	Capital Labor	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	1,000,000
572	Capital Construction Expenses	66,576,340	42,016,821	108,593,161	4,376,069	1,469,225 <b>C</b>	114,438,454
574	Capital Equipment	4,636,300	1,537,411	6,173,711	75,000	37,807 <b>D</b>	6,286,518
575	Zoo Animals	100,000	-	100,000	-	-	100,000
576	Land	592,150	129,002	721,152	-	-	721,152
	Capital Subtotal	72,904,790	43,683,234	116,588,024	4,451,069	1,507,032	122,546,124
<b>TOTALS</b>							
	Grand totals	\$ 228,607,426	\$ 50,512,548	\$ 279,119,974	\$ 5,600,683	\$ 1,717,155	\$ 286,437,811

An explanation of adjustments, by category, can be found on pages **106012** to **106014**. The net effect of all adjustments is an increase of \$1,717,155 which is funded by increased revenue, donations, grants, or received but previously unappropriated funds.

**No. 26-03-039:**

It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to approve 2026 Budget Adjustment No. 2 for a total increase of \$1,717,155 as delineated on pages **106012** to **106014**.

Vote on the motion was as follows:

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

Nays: None.

**ACTION ITEMS (cont.)**

- (c) ***Club Metro 2026 Financial Request***  
(Originating Source: Angelec Hillsman, Club Metro Treasurer)

**Background**

Club Metro, the non-profit employee club for Cleveland Metroparks, wishes to extend appreciation to the Board of Park Commissioners for its financial support of \$6,500 in 2025.

With financial support in 2025, Club Metro helped support employee activities through networking/social events (employee picnic, holiday party, tobogganing, etc.), charitable giving, and support of Charity Choice.

Club Metro's 2026 membership currently includes 178 Cleveland Metroparks employees and retirees.

In 2025, Club Metro received \$11,293.83 from activity fees and \$8,040.00 from membership dues from current/new employees and retirees (at \$40.00/employee). An agreed upon procedures (AUP) engagement was performed for the year ended December 31, 2025. An AUP is an attestation engagement that involves performing specific procedures and reports any findings without providing an opinion or conclusion. The procedures performed included: reconcile the December 31, 2025 cash balance to bank statements; review and trace individual revenue transactions appearing in Club Metro accounting records to bank statement to validate the source and amount of at least 75% of all receipts and disbursements recorded in 2025; reconcile all amounts presented on the Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Balance of Club Metro to underlying accounting records, and note any activities subject to unrelated business income tax, excise tax or other tax, and review whether required filings with tax authorities are up to date. The AUP engagement was performed by Cleveland Metroparks Finance Staff and is on file with Club Metro Treasurer Angelec Hillsman and Cleveland Metroparks Acting Chief Financial Officer Gary Butzback, with no irregularities reported. As of December 31, 2025, the current treasury balance is \$4,610.53.

Activities planned for 2026 may include but are not limited to: tobogganing, a summer picnic, a holiday party, Lake Erie Crushers baseball game, hayride, support activities for Charity Choice, and more.

- No. 26-03-040:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize payment of \$7,500 to Club Metro for 2026, with Club Metro's pledge to match the funding of \$7,500 through membership dues and fees.

Vote on the motion was as follows:

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

Nays: None.

**ACTION ITEMS (cont.)**

**(d) *Increase for Fire Extinguishers, System Inspections and Services***  
*(Originating Source: Michelle McHale, Director of Procurement)*

At the Board meeting on April 17, 2025, the Board was informed of the \$75,000 estimate with Lake Erie Fire Protection and Life Safety LLC, on the “Items Between \$25,000 - \$75,000” list, for fire extinguishers, system inspections and services to be supplied to various locations for a three (3) year period. Since April 17, 2025, the service agreement with Lake Erie Fire Protection and Life Safety LLC has been terminated and Cleveland Metroparks entered into a new agreement with Gene Ptacek & Son Fire Equipment Co. at higher costs. As a result of the higher service costs, in conjunction with an increase in required inspections at the Zoo, today’s \$75,000 estimate will not be sufficient to provide payment through the end of the contract.

In light of this, the Board is hereby asked to approve an increase of \$150,000 to the award amount. Since the original purchase order was for an amount less than \$75,000, the Board viewed the information item (on the \$25,000 - \$75,000 list) but did not approve the recommended action. The crossover to the above \$75,000 level now requires Board approval for a revised amount as follows:

ORIGINAL AWARD:	\$ 75,000
<u>Additional consumption estimate:</u>	<u>\$150,000</u>
REVISED TOTAL AWARD	\$225,000

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

**No. 26-03-041:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the increase for fire extinguishers, system inspections and services as presented above from Gene Ptacek & Son Fire Equipment Co. pursuant to the agenda originally reported on April 17, 2025 and today, March 19, 2026, for a revised total of \$225,000.

Vote on the motion was as follows:

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

**(e) *Authorization to Submit Grant Application and Commit Funds – Recreational Trails Program – Hinckley Reservation***  
*(Originating Sources: Natalie Ronayne, Chief Development Officer/Jim Rodstrom, Director of Construction/Kristen Trolio, Director of Grants)*

The Recreational Trails Program (“RTP”) is a cooperation between the Ohio Department of Natural Resources (“ODNR”) and the Federal Highway Administration (“FHWA”) to fund trail projects in the State of Ohio. Eligible projects under RTP include the construction of connector and loop trails and trailheads, as well as maintenance and

**ACTION ITEMS (cont.)**

repairs to existing trails. Cleveland Metroparks received funds from this program in 2018 for construction of the Engle Road Connector Trail in Big Creek Reservation, in 2020 for construction of the Eastern Ledge Trail on the K. Hovnanian property in Euclid Creek Reservation, and in 2022 for the Garfield Pond Loop Trail.

Cleveland Metroparks proposes to submit an application to the 2026 RTP for completion of the Hinckley Lake Loop Trail. This project includes construction of ±1,850 linear feet of natural surface trail to complete the loop trail and also includes ±1,000 linear feet of floating boardwalk to replace a segment of natural surface trail that is compromised and eroding. See map on page **106015**. Once complete, guests can safely loop Hinckley Lake and access the lake’s amenities such as the Hinckley Lake Boathouse and Spillway swim area. The trail will comply with all applicable trail accessibility standards.

The proposed project budget for Cleveland Metroparks 2026 RTP application is below. The Park District received a grant of \$50,943 from ODNR’s NatureWorks program toward the project. A portion of Cleveland Metroparks match includes endowment funds earmarked for Hinckley Lake.

Recreational Trails Program	\$150,000
NatureWorks	\$ 50,943
Cleveland Metroparks	\$ 29,457
<b>TOTAL:</b>	<b>\$230,400</b>

**No. 26-03-042:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize and agree to submit an application to the Ohio Department of Natural Resources for funding assistance from the Recreational Trails Program in the amount of ±\$150,000 for the above described project in Hinckley Reservation; upon grant award notification, to authorize and agree to obligate matching funds in the amount of ±\$80,400 to satisfactorily complete the project and become eligible for reimbursement under the terms and conditions of the program; and further, that the Board authorize the Chief Executive Officer to enter into any agreement(s) and execute any other documents as may be required to accept the grant award; form of document(s) to be approved by the Chief Legal & Ethics Officer; and finally, that the Board authorize a resolution as referenced on page **106016**.

Vote on the motion was as follows:

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

**ACTION ITEMS (cont.)**

- (f) ***Fourth 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 Legal Counsel/Stephanie A. Kutsko, Senior Real Estate Manager/Alexis E. Triozzi, Staff Attorney)*

**Background**

Cleveland Metroparks acquired the Wyrwas Aluminum Foundry, Inc. Property (the “Property”) in 2021, adding a ± 0.9-acre inholding property to Cleveland Metroparks Zoo. As a part of the land acquisition process, Cleveland Metroparks 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. Resultingly, the parties 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.

**Third Amendment**

After acquisition of the Property, the Brownfield Remediation Program (“Program”) administered by the Ohio Department of Development (“ODOD”) 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. Cleveland Metroparks successfully obtained funding through the Program.

**ACTION ITEMS (cont.)**

The funds awarded through the Program included 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 were required. As such, HZW and Cleveland Metroparks entered into a Third Amendment to the Agreement (“Third Amendment”) for those additional services. The Third Amendment was approved by the Board on March 15, 2023 (pursuant to Board Resolution No. 23-03-043). The Agreement, as amended, currently totals \$120,470 as compensation to HZW for its professional services.

**Proposed Fourth Amendment**

The building has since been demolished and soil remediation was performed in 2023 pursuant to the Third Amendment. Soil and groundwater sampling were completed in 2025, and a draft VAP NFA Letter has been provided to Cleveland Metroparks for review. In February 2026, HZW provided a proposal outlining the remaining tasks to pursue a Covenant Not to Sue (“CNS”) from the Ohio Environmental Protection Agency (“Ohio EPA”) under the VAP, which is a requirement of the Program.

HZW’s scope of work to complete the remaining tasks would be:

- A. Finalize and submit the VAP NFA Letter to Ohio EPA upon Cleveland Metroparks’ internal review.
- B. Pay the VAP NFA Letter review fee (\$23,660) to Ohio EPA upon submittal of the VAP NFA Letter.
- C. Finalize the supporting documentation (most notably, the VAP Phase I and Phase II Assessment Reports) for the NFA Letter.
- D. Respond to up to two (2) rounds of comments from Ohio EPA following Ohio EPA’s Review of Original Submittal (ROS) and Review of Amended Submittal (RAS) process.
- E. Following Ohio EPA’s issuing the CNS for the Property, submit all supporting documentation to Ohio EPA via their electronic document submittal portal.
- F. Abandon the three (3) monitoring wells installed on the Property in 2025 and file sealing reports with the Ohio Department of Natural Resources.

HZW’s proposed fees for each of the elements listed in the above scope of work are:

• Element A:	\$	2,500
• Element B:	\$	23,660
• Element C:	\$	10,000
• Element D:	\$	8,000
• Element E:	\$	2,500
• Element F:	\$	2,500
	<b>Total: \$</b>	<b>49,160</b>

There are additional funds under the Program to cover the additional costs associated with the proposed Fourth Amendment.

**ACTION ITEMS (cont.)**

**No. 26-03-043:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Agreement by way of a Fourth Amendment with HZW Environmental Consultants, LLC, for professional environmental services associated with the Property as described above in the amount of \$49,160, which will be in addition to the \$120,470 already awarded for the Agreement, First Amendment, Second Amendment, and Third Amendment for a total contract valued at \$169,630, in a form of contract to be approved by the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

- (g) ***Contract Amendment No. 1 #1792 – Design-Builder RFP #6876-b, Cleveland Metroparks Wood Creek Fish Passage and Stabilization, Bedford Reservation***  
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Conner Karakul, Landscape Architect/Michele Crawford, Director of Project Development /Elizabeth Hiser, Stream Restoration Ecologist)*

**Background**

On October 1, 2024, Cleveland Metroparks advertised a Request for Qualifications (RFQu #6876) for interested parties to submit qualifications related to the performance of design-builder services for the Cleveland Metroparks Wood Creek Fish Passage and Stabilization Project, Bedford Reservation (“Project”). The Project’s desired outcome is to modify an existing fish barrier and install a rock ramp for fish passage on Wood Creek located in the Tinker’s Creek watershed, which is the largest tributary to the Cuyahoga River in the Area of Concern (“AOC”). Implementation of the Project will aid in delisting the Cuyahoga River as an AOC, which is a directive of the Ohio Environmental Protection Agency (“Ohio EPA”) and the Ohio Lake Erie Commission by 2030. Cleveland Metroparks was awarded \$450,000 from the U.S. Environmental Protection Agency’s Great Lakes Restoration Initiative Program and \$50,000 from Northeast Ohio Regional Sewer District (“NEORSD”) to complete this work and assist with removal of the Cuyahoga AOC Fish Population Beneficial Use Impairment (“BUI”).

This section of Wood Creek flows through Cleveland Metroparks Bedford Reservation adjacent to the Hemlock Creek (vernacular for Wood Creek) Picnic Area and crosses Button Road, a public roadway that runs through the park. The Project will restore and reverse damage from a fish passage barrier (a ford) that is significantly impacting this stretch of Wood Creek and preventing fish passage from Tinker’s Creek. The Project goals include improving fish passage, stabilizing 181+/- linear foot of streambank (both banks), and reconnecting 5 miles of Wood Creek to Tinker’s Creek for fish passage.

On January 16, 2025, the Board awarded a Design-Builder Contract to Stantec Consulting Services, Inc. (“Stantec”) (Board Resolution No. 25-01-008) for the Project.

**ACTION ITEMS (cont.)**

At the time of the Board’s award, only the preconstruction stage compensation was fixed at \$74,850. Design services started in February 2025. The design documents for the Project have now reached a 95% completion status and are at a point where a Guaranteed Maximum Price #1 (“GMP #1”) can be established.

Per the contract, a Guaranteed Maximum Price (“GMP”) for construction is then developed and brought back to the Board for approval.

**GMP No. 1 Establishment**

Stantec has established the below GMP #1 based upon the 95% Construction Documents dated February 20, 2026. Stantec plans to self-perform the entire scope of work.

<b><u>GMP No. 1 Construction Items</u></b>	<b><u>Cost</u></b>
Mobilization	\$39,801.67
Erosion and Sediment Control	\$14,183.25
Stabilization Staging Area	\$18,995.36
Clear and Grub	\$7,192.48
Remove and Reuse Gabions	\$21,851.09
Rock Step Structures	\$138,996.40
Soil Lift Live Branch Layering	\$48,923.67
Plantings	\$13,196.17
Slope Seed and Mulch	\$7,120.50
<b>Cost of Work Subtotal</b>	<b>\$310,260.59</b>
Design Builders Fee (15%)	\$46,539.09
General Conditions (1.5%)	\$4,653.91
Self Performed Work Overhead and Profit Mark-up (3%)	\$9,307.82
Construction Stage Design Service Fee (6.5%)	\$20,166.94
Project Management Cost Adjustment	\$33,999.60
<b>Fee Subtotal</b>	<b>\$114,667.36</b>
<b>GMP #1 Total</b>	<b>\$424,927.95</b>

**Construction Schedule**

Stantec’s construction schedule associated with GMP #1 anticipates a June 2026 commencement and a Fall 2026 completion date. Cleveland Metroparks staff will monitor construction progress and provide updates to the Board.

**No. 26-03-044:**

It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price #1 (GMP #1) contract with **Stantec Consulting Services, Inc.**, for the construction of RFP #6876-b, Design-Builder for Cleveland Metroparks Wood Creek Fish Passage and Stabilization, Bedford Reservation, to reflect a GMP #1 in the amount of \$424,927.95 which will be an amount in the addition of \$74,850.00 already awarded for Pre-Construction Stage Compensation, for the total

**ACTION ITEMS (cont.)**

contract valued at \$499,777.95, in a form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

**(h) *Contract Amendment No. 1 – Contract #1791 – Gordon Park Improvements, Lakefront Reservation – Guaranteed Maximum Price #1***

*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Michele Crawford, Director of Project Development/Keith Carney, Project Manager)*

**Background**

On August 14, 2024, Cleveland Metroparks advertised a Request for Qualifications (RFQu #6867-b) for interested parties to submit qualifications related to the performance of Construction Manager at Risk for the Cleveland Metroparks Gordon Park Improvements, Lakefront Reservation (the “Project”). On December 19, 2024, the Board awarded a Construction Manager at Risk Contract to Next Generation Construction (“Next Generation”) for the Project (Board Resolution No. 24-17-174). At the time of the Board’s award, only the preconstruction stage compensation was fixed at \$62,103. Per the contract, a Guaranteed Maximum Price (“GMP”) for construction is then developed and brought back to the Board for approval.

As part of the effort to revitalize Gordon Park, within the Lakefront Reservation, Cleveland Metroparks secured a generous donation from the Jack, Joseph and Morton Mandel Foundation. Their donation along with Cleveland Metroparks’ capital dollars will provide funding for the first phase of improvements within Gordon Park South. Included within the first phase of improvements is the construction of a new entry drive with crosswalks, an ADA accessible all-purpose trail that leads into the park, a great lawn with promenade, play space with an adjacent plaza, comfort station, picnic and grilling area, wayfinding and general park utility upgrades. Area lighting and site furnishings will be located throughout the park to enhance the park guest experience. The Project will have two GMPs to best align with the funding and an overall projected completion in the summer of 2027.

**GMP #1 Establishment**

Next Generation has established the below GMP #1 based on the 75% construction documents and upon request from Cleveland Metroparks to construct improvements:

<b>GMP #1 Construction Items</b>	<b>Cost</b>
General Requirements	\$ 494,344
Site Work/Demolition	\$ 1,101,500
Concrete	\$ 832,800
Masonry	\$ 113,750

**ACTION ITEMS (cont.)**

Carpentry/General Trades	\$ 160,672
Roofing	\$ 53,671
Plumbing	\$ 127,350
HVAC	\$ 56,000
Electrical	\$ 565,100
Asphalt Paving	\$ 354,991
Landscape	\$ 220,000
Existing utility repairs allowance	\$ 105,000
Site remediation/prep allowance	\$ 83,750
Existing Topsoil processing allowance	\$ 85,000
Sandstone curb reclamation allowance	\$ 20,000
Site restoration allowance	\$ 45,000
Duct bank relocation allowance	\$ 75,000
Cost of Work Subtotal	\$ 4,493,928
Design Contingency (0.75%)	\$ 33,704
Construction Contingency (3.75%)	\$ 168,522
General Conditions (8.73%)	\$ 392,320
CMR Fee (2.95%)	\$ 132,571
Fee Subtotal	\$ 727,117
<b>GMP # 1 Total</b>	<b>\$ 5,221,045</b>

**Construction Schedule**

Next Generation’s construction schedule associated with the proposed GMP #1 anticipates April 1, 2026 as the commencement of construction and November 27, 2026 for substantial 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.

**No. 26-03-045:**

It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price #1 (GMP #1) contract with **Next Generation Construction**, for the construction of RFP #6867-b, Gordon Park Improvements, Lakefront Reservation, to reflect a **GMP #1** in the amount of \$5,221,045, which will be an amount in the addition of \$62,103 already awarded for Pre-Construction Stage Services, for a total **contract valued at \$5,283,148**, in a form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

**ACTION ITEMS (cont.)**

- (i) ***Contract Amendment No. 12/Guaranteed Maximum Price #11 – Contract 1543 – Construction Manager at Risk, RFP #6484-b, Gorilla Primate RainForest Addition, Cleveland Metroparks Zoo***  
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Michele Crawford, Project Development Manager/Keith Carney, Project Manager/ Kevin Lacey, Project Manager)*

**Background**

On February 10, 2020, Cleveland Metroparks advertised a Request for Qualifications (RFQu #6484) for construction management firms to submit qualifications for the construction manager (at risk) services for the proposed Gorilla Primate RainForest Addition (“Gorilla Project”) at the Cleveland Metroparks Zoo. On June 18, 2020, the Board approved the awarding of a contract to The Albert Higley Co. (“Higley”) (Board Resolution No. 20-06-094) for construction manager (at risk) services for the construction of the Gorilla Project. At the time of the Board’s award, only the concept development pricing compensation was fixed at \$21,500.00 for preconstruction services, as the Gorilla Project drawings had not yet surpassed the initial concept phase. The Board later approved Contract Amendment No. 1 to the pre-construction fees in May 2022 (Board Resolution No. 22-05-074) for \$164,500.00 to continue services through the preparation of guaranteed maximum prices. On April 20, 2023, the Board approved Contract Amendment No. 2 for Guaranteed Maximum Price #1 (“GMP #1”) for \$380,044.76 (Board Resolution No. 23-04-073). On September 21, 2023, the Board approved Contract Amendment No. 3 for Guaranteed Maximum Price #2 (“GMP #2”) for \$673,156.06 (Board Resolution No. 23-09-147).

A phased approach has allowed for staff to return to the Board as the Gorilla Project design progresses and provides for preconstruction stage compensation and construction components to also be addressed in progressive stages. On February 15, 2024, the Board approved Guaranteed Maximum Price 3 (“GMP #3”) for \$185,067.04 for select tree removal and temporary road construction and addition preconstruction fees for site enabling and ethylene tetrafluoroethylene design-assist services (Board Resolution No. 24-02-021). On July 18, 2024, the Board approved Guaranteed Maximum Price #4 (“GMP #4”) for \$9,107,198.00 for the construction of a permanent zoo access road adjacent to Big Creek (Board Resolution No. 24-07-091).

On August 15, 2024, the Board approved Guaranteed Maximum Price #5 (“GMP #5”) for \$19,679,818.00 for the initial trade contractors to construct the Sequence 1 RainForest addition, which includes Central Amenities, Atrium and Orangutan areas (Board Resolution No. 24-08-106). On September 19, 2024, the Board approved Guaranteed Maximum Price #6 (“GMP #6”) for \$6,356,745.00 for the second iteration of trade contractors to construct the Sequence 1 RainForest addition (Board Resolution No. 24-09-119). On November 21, 2024, the Board approved Guaranteed Maximum Price #7 for \$19,853,610.00 for the third iteration of trade contractors to construct the Sequence 1 RainForest addition (Board Resolution No. 24-11-157). On February 20, 2025, the Board approved Guaranteed Maximum Price #8 for \$2,235,987.00 for the early procurement of replacement HVAC equipment and skylight materials for the renovations of the existing RainForest (Board Resolution No. 25-02-024).

**ACTION ITEMS (cont.)**

On May 9, 2025, Change Order No. 1 was executed for a deduct of \$3,083,311.04 which reflects efforts put forth by staff, the design team, and Higley to identify cost savings in the previously approved GMPs and opportunities for value engineering. On May 14, 2025, the Board approved Guaranteed Maximum Price #9 for \$6,099,088.00 for installing the RainForest HVAC systems and skylights procured in Guaranteed Maximum Price #8 and for replacing the existing RainForest roof system (Board Resolution No. 25-05-077). On June 19, 2025, the Board approved Guaranteed Maximum Price #10 for \$4,535,185.00 for the priority interior renovations within the RainForest, the fabrication and installation of the Forest Adventure Play Structure and additional pre-construction services to prepare a Conceptual Design cost estimate for the Zoo entry building and site improvements (Board Resolution No. 25-06-097).

Since June 2025, construction has progressed on the new building addition, north access drive, sanitary pump station improvements and RainForest renovations. Throughout the project as unforeseen conditions are encountered, design clarifications issued, and project scope adjusted to maximize the functionality of the building to guests and Cleveland Metroparks staff, to date the contractor contingency and allowances have been used to address the costs associated with the changes. These changes include but are not limited to:

- Removal of buried abandoned building walls/foundations and utilities;
- Increased costs for winter conditions (temporary heat, enclosures, etc.) due to extended cold temperatures during Winter 2025-26;
- Revised foundations, controls and size for new flood gate based on final gate design
- Replacement of deteriorated floor systems and posts in existing RainForest air handling units;
- Relocation of existing utilities within existing RainForest to accommodate new work and replacement of existing utilities in disrepair;
- Relocation of existing site lighting circuits to accommodate new work and provide infrastructure within Sequence 1 work area to allow permanent rerouting of site lighting circuits when existing controls in Ticket Booth are removed in Sequence 2;
- Repairing condition of existing walls and floors that were observed after completion of demolition activities;
- Design changes based on final coordination with Cleveland Public Power for underground vaults, transformer pad and grounding requirements;
- Replacement of existing lightning protection system on existing RainForest roof; and
- Repair of existing orangutan exhibit steel framing.

As stated above, to date, all changes to the design have been fully funded using contingencies and allowances included in previously approved GMPs without issuance of a change order that added costs. As the project progresses towards completion, additional funding is required to complete additional known design changes to the Gorilla Project and to provide adequate contingencies for potential future changes, encountered conditions and owner-directed adds that are not presently known. Additional work is also

**ACTION ITEMS (cont.)**

included to repair and overlay the asphalt pavement in the Lion Lot, which serves as the primary accessible parking area for the zoo guests. An allowance is included for additional restoration of the former Wyrwas property that accounts for Brownfield grant funding that has not been encumbered to date. Contract Amendment No. 12/Guaranteed Maximum Price #11 (“GMP #11”) includes the cost to complete the remaining work in the Primate Forest addition, north access drive, priority renovations in the existing RainForest, Lion Lot pavement improvements and additional Wyrwas property restoration.

**GMP #11 Establishment**

Higley has established GMP #11 based on permit documents provided by the design team and bids and estimates provided by Higley and their trade partners:

<b>GMP #11 ITEMS</b>	<b>COST</b>
Lion Lot Resurfacing & Islands	\$253,379
Lion Lot Full-Depth Repair (Allowance)	\$100,000
Lion Lot Storm Structures (Allowance)	\$35,000
Primate Forest Sequence 2 Interim Grading & Drainage	\$364,124
Wyrwas Site Improvements (Allowance)	\$180,000
General Requirements	\$20,000
Owner-Directed Work Funded from Contractor’s Contingency	\$1,719,930
Owner-Directed Allowance for balance of Sequence 1	\$420,070
<b>GMP #11 Item Subtotal</b>	<b>\$3,092,503</b>
<b>GMP #11 FEES</b>	
General Conditions (3.1%) includes builder’s risk insurance, bond and subcontractor default insurance	\$95,868
CMR Fee (1.75%)	\$54,119
<b>GMP #11 Fee Subtotal</b>	<b>\$149,987</b>
<b>GMP #11 TOTAL</b>	<b>\$3,242,490</b>

**Construction Schedule**

Higley’s construction schedule associated with the proposed GMP #11 shows a June 30, 2026 completion date with the GMP #11 work being performed concurrently with the remaining Sequence 1 addition and RainForest renovation work, barring any unforeseen conditions or delays. The critical activities for completion of the Sequence 1 scope are associated with the exterior orangutan exhibit and adjacent work, which were impacted by the prolonged inclement weather over the winter. Cleveland Metroparks Staff will monitor construction progress and provide updates to the Board. Staff will return to the Board with subsequent GMPs related to the respective sequences of the Gorilla Project as the exact scope of work is developed, sequenced and approved.

**No. 26-03-046:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price contract with **The Albert Higley Co.**, for the construction of RFP #6484-b, Gorilla Primate RainForest Addition,

**ACTION ITEMS (cont.)**

Cleveland Metroparks Zoo, to reflect a GMP #11 in the amount of **\$3,242,490.00**, which will be an amount in the addition to \$365,279.00 already awarded for Pre-Construction Stage and Design Assist Services and \$65,843,308.82 already awarded for previous GMP #1, GMP #2, GMP #3, GMP #4, GMP #5, GMP #6, GMP #7, GMP #8, GMP #9, GMP #10 and Change Order No. 1 for a total **contract valued at \$69,451,077.82**, in a form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

**(j) *Change Order No. 4 – Contract #1837 – Mandel Community Trail – Trail Lighting Installation – Lakefront Reservation***

*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Michele Crawford, Director of Project Development/Andrew Stahlke, Project Developer)*

**Background**

On August 17, 2023, the Board authorized a development agreement (Resolution No. 23-08-135) between Cleveland Metroparks, the City of Cleveland, and Cuyahoga County to work in partnership towards the development of the North Marginal Trail (“Mandel Community Trail”). Since that time construction of the 2.7 mile shared use path between E. 9<sup>th</sup> Street and East 55<sup>th</sup> Street (the “Project”) has progressed with Cuyahoga County administering construction with their contractor, Independence Excavating, Inc. (“Independence”). The Project is set for completion in September 2026.

Independence was awarded the Project by Cuyahoga County in 2024 as the lowest and best bidder among five (5) bidders through their public RFB# 14474 and subsequently awarded the contract for construction of the Project by way of Cuyahoga County Resolution No. R2024-0262. The Jack, Joseph, and Morton Mandel Foundation (“Mandel Foundation”) has awarded additional funds to Cleveland Metroparks for additional trail features and improvements including trail illumination between E. 9<sup>th</sup> Street and Martin Luther King Jr. Boulevard. Independence has already in their Project bid established competitive line-item costing that can be extended and updated for market conditions for use in illumination additions which fits squarely the utilization of a single source contract.

Michael Baker International (“Michael Baker”), the engineer of record on the Project, has prepared the engineering plans for the trail illumination and their contract was authorized by the Board on June 19, 2025 (Resolution No. 25-06-099).

On August 21, 2025, the Board awarded a construction contract (Resolution No. 25-08-130) to Independence for installation of duct banks, pull boxes, and light pole bases for

**ACTION ITEMS (cont.)**

8,600 linear feet of trail in the amount of \$477,235. Independence will install the trail illumination infrastructure under the guidance of the Cuyahoga Department of Public Works per the project development agreement (or other related agreement(s)) along with the balance of the original work included in the Project. At the time of the August 2025 proposal it was known that multiple additional change orders would be needed to add to the contract as design work progressed and could be priced and added to the Project scope.

On October 15, 2025, the Board amended the contract (Resolution No. 25-10-151) to reflect Change Order No. 1 in the amount of \$229,790 to add anticipated components to the trail illumination infrastructure as design work has progressed between E. 9<sup>th</sup> Street and E. 55<sup>th</sup> Street. On November 20, 2025, the Board amended the contract (Resolution No. 25-11-169) to reflect Change Order No. 2 in the amount of \$1,127,210 to include the final components of the trail illumination system between E. 9<sup>th</sup> Street and E. 55<sup>th</sup> Street. On December 18, 2025, the Board amended the contract (Resolution No. 25-12-185) to reflect Change Order No. 3 in the amount of \$344,000 to purchase 15’ tall and 30’ tall light poles associated with trail illumination between E. 55<sup>th</sup> Street and Martin Luther King Jr. Boulevard. The actual Change Order amount was \$244,317.30 to reflect final contractor material pricing.

Independence continues to make substantial progress with the Project and trail illumination to date and Change Order No. 4, encompassing the remainder of the Project, is described below.

**Change Order No. 4**

Independence has established the values below for Change Order No. 4 based upon final drawings from Michael Baker and Cleveland Metroparks for all above and below-ground electrical and data infrastructure, as well as trail surface improvements, between E. 55<sup>th</sup> Street and Martin Luther King Jr. Boulevard. Change Order No. 4 also includes a new trailhead and parking area at Martin Luther King Jr. Boulevard and tree plantings between E. 9<sup>th</sup> Street and E. 55<sup>th</sup> Street. Funding for the items described below and above have been provided by the Mandel Foundation, the Holden Parks Trust, and other philanthropic sources. A summary of Change Order No. 4 is as follows:

<b>Item 001 – Mandel Trail Lighting and Improvements</b>	
<b>Description</b>	<b>Cost</b>
Mandel Trail Lighting and Improvements	\$1,403,507
Overhead on Labor and Equipment	\$6,259
Overhead (Subcontractor)	\$135,265
Bond	\$29,974
Item 001 Subtotal	\$1,575,005
<b>Item 002 – North Gordon Trailhead</b>	
<b>Description</b>	<b>Cost</b>
North Gordon Trailhead	\$189,390
Overhead Labor and Equipment	\$15,138
Overhead Subcontractor	\$8,847
Bond	\$4,139

**ACTION ITEMS (cont.)**

Item 002 Subtotal	\$217,514
<b>Item 003 – North Gordon Trailhead Parking Lot</b>	
<b>Description</b>	<b>Cost</b>
North Gordon Trailhead Parking Lot	\$88,923
Overhead Labor and Equipment	\$4,498
Overhead Subcontractor	\$5,894
Bond	\$1,927
Item 003 Subtotal	\$101,242
<b>Item 004 – Owner-Directed Allowances</b>	
<b>Description</b>	<b>Cost</b>
Tree Plantings between E. 9 <sup>th</sup> St. and E. 55 <sup>th</sup> St.	\$200,000
Permitting	\$35,000
Pull Box and Conduit Security Measures	\$50,000
Item 004 Subtotal	\$285,000
<b>Total Change Order No. 4</b>	<b>\$2,178,761</b>

**No. 26-03-047:**

It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Contractor Contract, as per Single Source #6968, with **Independence Excavating, Inc.**, for the construction of the Mandel Community Trail Lighting, Lakefront Reservation to reflect Change Order No. 4 in the amount of **\$2,178,761** which will be an amount in addition to **\$2,078,552.30** already awarded for a total contract value of **\$4,257,313.30**, in a form acceptable to the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

**COMPETITIVE PROCESS AWARDS.****No. 26-03-048:**

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

- (a) **RFP #7005:**                    **Network and Communications Cabling**  
(see page **105981**);
- (b) **Bid #7010:**                    **Rocky River Emerald Necklace Marina**  
**Kayak Launch and Drop-off – Rocky**  
**River Reservation** (see page **105983**);
- (c) **RFP #7022:**                    **Mature Tree Inspection, Care, and**  
**Pruning at Lakefront, Euclid Creek, and**  
**Bedford Reservations** (see page **105985**);
- (d) **Single Source #7023:**        **E-Z-GO Pace 7EX GPS Services** (see page  
**105986**);
- (e) **Single Source #7024:**        **XGD Classic Greens Drainage System**  
**and Installation** (see page **105987**);
- (f) **Single Source #7025:**        **Two (2) Used 2021 Toro Greensmaster**  
**3150-Q Triplex Mowers and One (1) Used**  
**2020 Toro Workman HDX-2WD Utility**  
**Vehicle** (see page **105988**); and,
- (g) **Art. 5 § 3(B) #7026:**        **Wild Winter Lights at Cleveland**  
**Metroparks Zoo** (see page **105989**).

Vote on the motion was as follows:

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

Nays: None.

**COMPETITIVE PROCESS AWARDS (cont.)**

**RFP #7005 SUMMARY: NETWORK AND COMMUNICATIONS CABLING**

**Background**

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, in the event of repair, or when certain certifications are required for fiber optic repair and termination. Fiber work has always been done by external parties.

Staff issued an RFP to identify companies Cleveland Metroparks can use to perform additional network and communication cabling services. The top three companies were selected out of a total of four respondents.

**Anticipated Vendors** (included are the top three):

Company	Statement of Capability/ Biographies (40)	Pricing (20)	Prior Work History (30)	Core Values (10)	Total
US Communications & Electric	40	15	30	5	90
XTek partners	40	15	25	10	90
Space Bound	25	10	20	5	60
North Electric (not included in anticipated vendors)	15	0	20	5	40

\*Please note other vendors/consultants 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 consultants listed above.

These services will be provided on an “as needed” basis for an estimated annual cost of \$100,000 for a three (3) year period beginning April 1, 2026 through March 31, 2029, with an option to renew for up to one (1) additional one (1) year period at Cleveland Metroparks’ sole discretion, for an estimated total four (4) year cost of \$400,000.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and various consultants listed and summarized above, and maintained in the proposal file for

**COMPETITIVE PROCESS AWARDS (cont.)**

RFP #7005, for a three (3) year period beginning April 1, 2026 through March 31, 2029, with an option to renew for up to one (1) additional one (1) year period, for an estimated annual cost of \$100,000 and an estimated four (4) year cost of \$400,000.

**(See Approval of this Item by Resolution No. 26-03-048 on Page 105980)**

**COMPETITIVE PROCESS AWARDS (cont.)**

**BID #7010 SUMMARY: ROCKY RIVER EMERALD NECKLACE MARINA KAYAK LAUNCH AND DROP-OFF – ROCKY RIVER RESERVATION**

**Background**

Scenic Park in Rocky River Reservation provides direct access to the Rocky River and to the Lake Erie Water Trail and is a recreational hub for both motorized and non-motorized watercraft. Scenic Park currently offers a designated public kayak launch, which offers ADA accessible features. There is no fee for paddlers to use this launch. Scenic Park also offers a public motorized boat launch area and transient docks for motorized boats. Currently, the kayak launch is located south (upriver) of the boat launches and paddlers must pass the boat launches in the water to reach the Lake Erie Water trail route which at times proves challenging. The Rocky River Emerald Necklace Marina Kayak Launch and Drop-off (“Project”) includes a new design to improve the circulation and access of the vehicular boat launch at the Emerald Necklace Marina.

On January 16, 2025, the Board provided authorization (Resolution No. 25-01-009) to submit a grant application to the Ohio Department of Natural Resources for \$125,000 through the Coastal Management Assistance Grant Program. These funds were awarded to the Project. Additional funds are also being provided through the State of Ohio – Ohio Trails Partnership program. The staff also provided an information item to the Board on January 15, 2026.

**Rocky River Emerald Necklace Marina Kayak Launch and Drop-off Scope of Work**

The Project will include the construction of an ADA accessible ramp and railing that will provide access to a new ADA accessible kayak launch. The work will also include a kayak rack pad install, paved connections to the road and to the existing concrete launch pad, and the expansion of the existing road leading to the boat ramp to provide a separate kayak drop-off lane. The scope of work also includes site access, tree protection, erosion and sediment control, and restoration of the site to pre-construction conditions.

The Project, planned for construction in spring 2026, will add a designated vehicular drop-off lane for paddlers for kayak drop-off and will also include improvements to the location and sequencing of the public kayak launching process downstream of the boat ramps.

**Bid #7010 Results**

Cleveland Metroparks advertised Bid #7010 Rocky River Emerald Necklace Marina Kayak Launch & Drop-off on January 30, 2026. On March 3, 2026, the following sealed bids were received for Bid #7010 – Rocky River Emerald Necklace Marina Kayak Launch and Drop-off. Four (4) bids were received for the Project. The bids are summarized below:

VENDOR	BID TOTAL
<b>R.A. Joseph Construction, Inc.</b>	<b>\$121,904</b>
Cook Paving & Construction Co. Inc.	\$139,850
Schirmer Construction LLC	\$163,400
F. Buddie Contracting, Ltd.	\$181,755

**COMPETITIVE PROCESS AWARDS (cont.)****Bid Analysis**

Staff performed a review of the bid results as well as met with R.A. Joseph Construction, Inc. (“R.A. Joseph”) for a pre-award scope review. R.A. Joseph demonstrated a full understanding of the scope of work and has significant experience in both concrete and railing construction. R. A. Joseph’s experience with similar and complementary projects, along with the strong qualifications associated with their services, establishes their bid as the “best value” when ranked against the other bids. Staff recommends acceptance and award of R.A. Joseph base bid for the Project, for a total amount of **\$121,904**.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a contract with **R.A. Joseph Construction, Inc.** as the lowest and best bidder for Bid #7010 – Rocky River Emerald Necklace Marina Kayak Launch and Drop-off, Rocky River Reservation in a **not to exceed amount of \$121,904** as noted above. In the event that the bidder cannot satisfy the bid, the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of the contract shall be approved by the Chief Legal and Ethics Officer.

**(See Approval of this Item by Resolution No. 26-03-048 on Page 105980)**

**COMPETITIVE PROCESS AWARDS (cont.)**

**RFP #7022 SUMMARY: MATURE TREE INSPECTION, CARE, AND PRUNING AT LAKEFRONT, EUCLID CREEK, AND BEDFORD RESERVATIONS**

**Background**

In 2025 Cleveland Metroparks received \$125,000 in funding from the USDA Forest Service through the City of Cleveland to provide mature tree care for two-hundred and forty-two (242) trees in parks that it owns in Environmental Justice Communities in Cuyahoga County over three (3) years.

In February 2026, Cleveland Metroparks issued RFP #7022 Mature Tree Inspection, Care, and Pruning at Lakefront, Euclid Creek, and Bedford Reservations seeking qualified vendors interested in providing care for trees of twenty-four (24) inches and greater in diameter and entering into a one (1) year contract with an option to renew for up to two (2) additional one (1) year periods. Designated care activities include tree inventory and assessment, development of care recommendations, pruning, soil aeration, fertilization, mulching and root therapy as needed.

**Proposals Received**

Proposals received from three (3) vendors are listed below with the evaluation criteria/scores.

Vendor Name	Cost (22.5%)	Personnel certifications, quality, diversity (22.5%)	Quality of equipment and materials (22.5%)	Prior Work Exp (22.5%)	Cleveland Metroparks' Core Values (10%)	Total Score Percentage (100%)
Affordable Tree Services of Ohio LLC	22.5	22.5	22	22	10	99
Independent Tree	22.5	17	0	12	5	56.5
The Davey Tree Expert Company	12	19	0	12	10	53

Based on the selection criteria outlined above, Cleveland Metroparks staff recommend Affordable Tree Services of Ohio LLC. The initial term of the agreement shall be for one (1) year, with an option to renew for up to two (2) additional one (1) year periods at Cleveland Metroparks' sole discretion with a total contract cost of \$125,000, including potential renewal periods.

**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 **Affordable Tree Services of Ohio LLC** for the best proposal, as summarized above and maintained in the proposal file for RFP #7022 Mature Tree Inspection, Care, and Pruning at Lakefront, Euclid Creek, and Bedford Reservations for a one (1) year period, with an option to renew for up to two (2) one (1) year periods at Cleveland Metroparks' sole discretion, **in an amount not to exceed \$125,000** for the entire contract period, including any renewal periods.

**(See Approval of this Item by Resolution No. 26-03-048 on Page 105980)**

**COMPETITIVE PROCESS AWARDS (cont.)****SINGLE SOURCE #7023 SUMMARY: E-Z-GO PACE 7EX GPS SERVICES****Background**

In 2025, Ironwood Golf Course acquired 75 new EZ-GO golf carts for its rental fleet from Lake Erie Golf Cars. Each cart is equipped with a GPS system that restricts travel zones, enables direct communication, and provides real-time location tracking. The accompanying 55-month service agreement includes an LED screen for every vehicle, with a \$1.00 buyout for the LED screens at the conclusion of the contract.

The 55-month service agreement will begin April 2026 with payments of \$5,250 made monthly, May-October only, beginning May 1, 2026 for annual cost of \$31,500 and a total cost of \$157,500 through October 2030 with an additional \$1.00 buyout for the LED screens in November 2030 for a total contract cost of \$157,501.

Cleveland Metroparks has increased the cart rates in 2026 to absorb the costs of the additional service/amenity at Ironwood Golf Course.

**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 Lake Erie Golf Cars, per **Single Source #7023 E-Z-GO Pace 7EX GPS Services** at Cleveland Metroparks Ironwood Golf Course for a 55-month agreement beginning April 2026 through October 2030, as summarized above, **for a total not to exceed \$157,501.**

**(See Approval of this Item by Resolution No. 26-03-048 on Page 105980)**

**COMPETITIVE PROCESS AWARDS (cont.)**

**SINGLE SOURCE #7024 SUMMARY: XGD CLASSIC GREENS DRAINAGE SYSTEM AND INSTALLATION for Big Met Golf Course**

**Background**

Since 2018, Cleveland Metroparks Golf division has utilized XGD Systems, LLC for the supply of material and drainage installation services to Manakiki, Sleepy Hollow, and Seneca to correct inadequate drainage.

There are several clay-based greens at Big Met Golf Course that continue to challenge staff with drainage issues. Staff intends to have drainage installed on greens #2, #3, #8, #9, #10, #11, #13, #16, and the practice green. For system and maintenance continuity, Cleveland Metroparks Golf staff would like to enter into a new agreement with XGD Systems, LLC.

Designation	Big Met Golf Course
Installation Services <i>(included but are not limited to...)</i>	Layout of a drainage system on 6-foot spacing's and stripping of existing sod. Slit trenching 14-16 inches deep with laser grade control and removal of exaction. Installation of 2" c.p.t. (corrugated plastic tubing); includes all connections. Backfill and compaction of trench profile with 60:20:20 sand organic USGA mix (Cleveland Metroparks will supply approximately 224 tons of fill). Replace sod. Sodded trenches are left slightly mounded in prep for club to roll and prepare for opening.
<b>Total Material and Installation</b>	<b>\$127,120 (\$2.27 S/F)</b>

**Recommendation**

Cleveland Metroparks Golf staff recommends entering into an agreement for installation of a drainage system by XGD Systems, LLC at Big Met Golf Course.

**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 XGD Systems, LLC for the drainage system and installation, as specified in the above summary, as per Single Source #7024, from **XGD Systems, LLC, for a total cost of approximately \$127,120.**

**(See Approval of this Item by Resolution No. 26-03-048 on Page 105980)**

**COMPETITIVE PROCESS AWARDS (cont.)**

**SINGLE SOURCE #7025 SUMMARY: TWO (2) USED 2021 TORO GREENSMaster 3150-Q TRIPLEX MOWERS AND ONE (1) USED 2020 TORO WORKMAN HDX-2WD UTILITY VEHICLE for Ironwood Golf Course and Washington Golf Course**

Description	Two (2) used 2021 Toro Greensmaster 3150-Q triplex mowers and one (1) used 2020 Toro Workman HDX-2WD utility vehicle, all equipment includes 90-day parts power train warranty.
Unit Total 2021 Toro Greensmaster 3150-Q 1386 Hours	\$31,995
Unit Total 2021 Toro Greensmaster 3150-Q 1655 Hours	\$29,995
Unit Total 2020 Toro Workman HDX-2WD 1926 Hours	\$19,900
<b>TOTAL ORDER including 3% Discount</b>	<b>(<del>\$81,890-\$2,456.70</del>) = \$79,433.30</b>

The two (2) used Toro Greensmaster triplex greens mowers will replace two (2) older model Toro triplex mowers, and the Toro Workman HDX utility vehicle will replace an older model Cushman Truckster. The replaced units will go to online auction.

**RECOMMENDED ACTION:**

That the Board approve the purchase of two (2) used Toro Greensmaster 3150-Q triplex mowers and one (1) used Toro Workman HDX-2WD utility vehicle as specified in the above summary, as per Single Source #7025, from **Cutter Power Sales, LLC, for a total cost of approximately \$79,433.30.**

**(See Approval of this Item by Resolution No. 26-03-048 on Page 105980)**

**COMPETITIVE PROCESS AWARDS (cont.)****ART. 5 § 3(B) #7026 SUMMARY: WILD WINTER LIGHTS AT CLEVELAND METROPARKS ZOO**

*(Originating Sources: Kelly Manderfield, Chief Marketing Officer/Christopher M. Kuhar, Zoo Executive Director/Andi Kornak, Deputy Executive Director/Sam Cario, Director of Special Events & Experiences/Starr Kelley, Director of Zoo Guest Experience & Revenue)*

**Background**

For the past seven (7) years, Cleveland Metroparks Zoo has offered a highly successful and well attended holiday light show, Wild Winter Lights (“WWL”) for guests. WWL featured holiday lighting and décor throughout the Zoo, was a separately ticketed event and occurred in the evenings, after standard Zoo operating hours, for an average of 38 to 48 evenings.

In December 2025, pursuant to Article 5, Section 3(b) of the By-Laws, Cleveland Metroparks requested quotes and proposals from qualified vendors interested in presenting a new holiday light festival at Cleveland Metroparks Zoo by entering into a three (3) year agreement.

Cleveland Metroparks received five proposals from viable holiday lighting companies. Each proposal was evaluated to determine the best value and quality utilizing the following criteria:

- Capabilities/Experience
- Quality of Proposal
- Overall Cost
- Prior Experience, History and Financial Performance
- Core Values

After evaluating all proposals using the criteria above, staff determined that Artistic Holiday Designs, LLC offers the best value holiday lighting décor package for the following reasons: their proposal aligns with WWL’s traditional theming; they bring extensive experience as WWL’s contractor for the past six years; and they have consistently demonstrated the ability to design and install high-quality holiday lighting displays, with proven on-site expertise in delivery, maintenance, and tear-down.

Cleveland Metroparks seeks to enter into a new three (3) year agreement with Artistic Holiday Designs, LLC for the WWL event. Like previous years, WWL will feature lighting and décor throughout the Zoo, will be a separately ticketed event and will occur in the evenings, after standard Zoo operating hours, for an average of 38 to 48 evenings and seven weeks, on dates mutually agreed upon.

Under the new agreement, Artistic Holiday Designs, LLC will be responsible for all materials, light strands, décor, installation/tear-down labor and nightly maintenance during the entire WWL event. Net revenues shall be split 50/50 between the parties from all ticket sales up to \$2,000,000. Net revenue shall be split 55% to Cleveland Metroparks Zoo and 45% to Artistic Holiday Designs, LLC from all ticket sales that exceed \$2,000,000. The revenue split is a split of ticket sales after deductions of total credit card fees, local admission tax, and ticketing/transaction fees, if any.

**COMPETITIVE PROCESS AWARDS (cont.)**

Cleveland Metroparks will be responsible for the operational logistics of WWL including ticketing, guest services, and overall site preparation. Cleveland Metroparks will be responsible for energy costs during installation, exhibition, maintenance, and takedown. Cleveland Metroparks will provide power access including electrical boxes, cables, cords, and generators to run power to the lanterns, if necessary. Cleveland Metroparks will also provide supplemental lighting needed for safety of walking paths. Cleveland Metroparks will be responsible for marketing, promotion, and related marketing expenses for the WWL, and will have sole discretion to determine the final marketing plan. Cleveland Metroparks also retains the exclusive rights to corporate sponsorship of WWL.

Staff recommends entering into a three (3) year agreement with Artistic Holiday Designs, LLC for the Wild Winter Lights (“WWL”) holiday light festival event beginning April 1, 2026 through February 28, 2029, with an option to renew for up to a three (3) year period at Cleveland Metroparks’ sole discretion.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **Artistic Holiday Designs, LLC** for the most advantageous Wild Winter Lights proposal as summarized above as per **Art. 5 § 3(B) #7026** for a three (3) year contract period beginning April 1, 2026 through February 28, 2029 with a revenue share split as defined above, with an option to renew for up to three (3) years at Cleveland Metroparks’ sole discretion.

**(See Approval of this Item by Resolution No. 26-03-048 on Page 105980)**

**GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED**  
**SINCE LAST BOARD MEETING (Presented 3/19/26)**

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 \$75,000. Any contracts where the cost exceeds \$25,000 or any purchase where the amount exceeds \$25,000, and approved by the CEO, shall be reported to the Board at its next regularly scheduled meeting following the execution of said contract or said purchase,” the following is provided:

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Race medals for 2026 5K races.	Running Awards and Apparel	\$25,270.00	(3)
Cordico Wellness subscription services for Police.	Lexipol, LLC	\$75,000.00	(2)
Two horse bumper pull horse trailer for Police.	Harrison Ford, Inc.	\$31,563.94	(7)
Kuchta property farm dump clean-up.	880 Construction Co. Inc.	\$55,000.00	(7)
Picnic tables and grills for parkwide picnic area upgrade.	Jamestown Advanced Products	\$32,573.50	(3)
Twelve (12) ADA water fountains for various locations.	Snider Recreation Inc.	\$51,277.00	(3)
Bio retention soil for Sailing Center at Lakefront.	Kurtz Bros.	\$26,010.60	(7)
Three (3) Buffalo Turbine Mega 3 Blowers for Golf.	Revels Turf & Tractor	\$43,650.00	(7)
One (1) John Deere 320 Skid Steer for Fleet.	Polen Implement	\$53,792.80	(2)
Purchase and installation of seven (7) garage doors at various locations.	Central Door Systems	\$34,720.00	(7)
Billboard demolition for 1435 W. 25 <sup>th</sup> Street at Lakefront Reservation.	B & B Wrecking and Excavating Inc.	\$33,660.00	(7)

**GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED (cont.)**

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Mulch blowing for various locations.	Carl A. Zoloty DBA CZ Landscaping LLC	\$35,850.00	(7)
Monthly rental and maintenance of warewashing equipment at Merwin’s Wharf, Shawnee Hills and Seneca.	Ecolab USA Inc.	\$50,000.00	(3)
One (1) 2026 Chevy 3500 regular cab 4x4 dump truck for Fleet.	Serpentini Chevrolet	\$64,679.00	(7)
One (1) John Deere 1600 turbo mower for Fleet.	John Deere Company	\$72,761.56	(2)
Labor and materials to complete interior painting of Merwin’s Wharf.	Patton Painting Inc.	\$28,350.00	(7)
One (1) Club Car 1500 utility vehicle for Fleet.	Jerry Pate Turf & Irrigation	\$26,702.18	(2)

===== **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, manager, 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 (over \$5,000 up to \$25,000)”** – Originally estimated \$25,000 or less, quoted by three vendors.
- (7) **“COMPETITIVE QUOTE (over \$25,000 to \$75,000)”** – Chosen through the accumulation of three written quotes.

**CHANGE ORDERS OR AMENDMENTS TO NON-CONSTRUCTION  
CONTRACTS (3/19/26)**

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 there is no additional cost (e.g., to amend a schedule) or the additional cost is less than THE LESSER OF: (i) \$75,000, 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 Section involving an increase in cost 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 Non-Construction Contracts. For all non-construction contracts greater than \$75,000, the CEO is not authorized to enter into any amendment to a non-construction contract, without prior approval of the Board in each instance, except that the CEO is authorized to enter into amendments to contracts, without prior approval by the Board in each instance, where there are no additional fees (e.g., to amend a schedule) or the additional fees are less than THE LESSER OF: (i) \$75,000, or (ii) ten percent (10%) of the total cost of the contract at the time of the amendment. Each amendment by the CEO under this Section involving an increase in fees shall be reported to the Board at the next meeting of the Board following the execution of said amendment. The aggregate value of all amendments authorized by the CEO shall not exceed fifty percent (50%) of the original contract value without prior approval of the Board. If the Board approves a revised contract value, then the aggregate value of all change orders issued after Board approval of the revised contract value shall not exceed fifty percent (50%) of the revised contract value without additional approval of the Board,” the following is provided:

<b><u>Contract</u></b>	<b><u>Item/Service</u></b>	<b><u>Vendor</u></b>	<b><u>Change Order or Amendment</u></b>
<b><u>Purchase and Installation of Furnishings for the Patrick S. Parker Community Sailing Center</u></b>  <u>Contract Amount:</u> Original Contract Amount: \$217,127.77 <b>Change Order No. 1 Amount: \$464.71</b> Revised Contract Amount: \$217,592.48	Additional labor charge for wall panel installation.	Ohio Desk	#1
<b><u>CUY-West Creek Greenway Trail, West Creek Reservation</u></b>  <u>Contract Amount:</u> Original Contract Amount: \$1,600,956.40 <b>Change Order No. 1 Amount: \$16,260.00</b> <b>Change Order No. 2 Amount: \$8,076.90</b> Revised Contract Amount: \$1,625,293.30	Deduction for bridge deck and additional charge for inspection and tree removal.	J.D. Williamson Construction Co., Inc.	#1 & #2
<b><u>Contract #1746 – Construction Manager at Risk, Old Lorain Connector Trail, Rocky River Reservation</u></b>  <u>Contract Amount:</u> Original Contract Amount: \$14,000.00 Amendment No. 1 Amount: \$234,237.00 Amendment No. 2 Amount: \$2,029,255.00 <b>Change Order No. 1 Amount: (\$29,920.83)</b> Revised Contract Amount: \$2,247,571.17	Additional charge for guardrail along Old Lorain Road and deduction for materials required for construction of the new trail.	Nerone & Sons, Inc.	#1

**COMPETITIVE PROCESS AWARDS; GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED; CHANGE ORDERS OR AMENDMENTS TO NON-CONSTRUCTION CONTRACTS.**

The following were presented to the Board for award/acknowledgment: competitive process awards, as shown on pages 105980 through 105990; \$25,000 to \$75,000 purchased items/services report, pages 105991 through 105992; and change orders or amendments to non-construction contracts, page 105993.

**APPROVAL OF VOUCHERS AND PAYROLL.**

**No. 26-03-036:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to approve vouchers, net payroll, employee withholding taxes, and procurement card charges, as identified on pages 106033 to 106161.

Vote on the motion was as follows:

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

Nays: None.

**PUBLIC COMMENTS.**

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

**INFORMATION/BRIEFING ITEMS/POLICY.****(a) *First Reading: Trademark, Copyright, and Logo Usage Policy***

*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal and Ethics Officer/Katie M. McVoy, Legal Counsel/Kelly M. Manderfield, Chief Marketing Officer/Linsey N. Saunier, Brand & Advertising Director)*

Pursuant to Article 1, Section 1(a) of the Board of Park Commissioners By-Laws, the Board must review Board-level policies at least every five (5) years or more often as necessary. The existing Board Trademark and Logo Usage Policy, which is being reviewed three years after its last five-year review in November 2022, has substantial changes, including a name change to Trademark, Copyright, and Logo Usage Policy.

The purpose of this Policy is the following:

The Board of Park Commissioners of the Cleveland Metropolitan Park District (Cleveland Metroparks) owns brands, marks, names, copyrighted materials, and logos which are very important organizational assets. See the attached Exhibit A which includes a list of registered trademarks (including all service marks) and registered copyrights belonging to Cleveland Metroparks.

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

The "Trademark, Copyright, and Logo Usage Policy" has been modified to incorporate other intellectual property assets of Cleveland Metroparks, specifically copyrights, provide those assets with protection that is consistent with trademarked assets, and adopt guidelines for staff to use when working with these intellectual property assets.

The full Policy can be found at pages 106017 through 106032.

**(b) *Cleveland Metroparks 2025 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 Legal Counsel/Stephanie A. Kutsko, Senior Real Estate Manager/Alexis E. Triozzi, Staff Attorney/Nathaniel M. Hoover, Land Conservation Manager/Lindsay A. Leightner, Conservation Stewardship Specialist/Dana L. Eppeler, Real Estate Paralegal)*

In 2025, Cleveland Metroparks acquired 68 acres through 31 transactions, increasing its total land holdings to 25,418 acres. These acquisitions enhanced conservation efforts across six communities and nine reservations by preserving streams, rivers, and forests, as well as expanding recreational opportunities through additional trail connections. Of the land acquired, 30 acres were donated, and over \$5.8 million in grant funds supported land protection initiatives, covering 93% of Cleveland Metroparks acquisition costs. Land was acquired for improved trail connections through various lease and management agreements enabling the development of 6 trail projects, including a riverfront trail at

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

Rivergate Park, Irishtown Bend trail easement, Old Lorain Road Connector Trail, Richmond Road Connector Trail, Garfield Heights Boulevard Connector, and City of Solon to Chagrin Falls Trail.

Seventy percent of the newly acquired acreage lies within the City of Cleveland, providing greater preservation, recreation, and connection opportunities. Cleveland Metroparks maintained significant partnerships with West Creek Conservancy (WCC), Western Reserve Land Conservancy (WRLC), Cuyahoga County Land Reutilization Corporation (CCLRC), and the City of Cleveland Land Bank. Additionally, three properties in Bradley Woods Reservation were acquired, representing a strategic effort to engage adjacent landowners holding 0.25-acre parcels contiguous to Cleveland Metroparks.

A notable acquisition included the addition of the WRLC property, which added 28.8 acres to the lakefront section of Euclid Creek Reservation. This expansion enhances public access to Lake Erie and secures one of the few remaining lakefront parcels of its size within the City of Cleveland. Cleveland Metroparks also entered into a Memorandum of Understanding and lease agreement with Ceres + LaPine Development for the potential redevelopment of Cleveland Metroparks land holdings on the Columbus Road Peninsula providing future public access to the Cuyahoga Riverfront.

Land stewardship continued to be a focus of Cleveland Metroparks in 2025 by improving upon our Stewardship program with new landowner guides, letter and map templates, and standardized checklists for workflow. New methods for monitoring and conducting field work were also added to the Stewardship program, including Fulcrum applications and a Global Positioning System (GPS) for higher accuracy during field inspections. In 2025 encroachment monitoring and conservation easement stewardship visits occurred in 6 reservations identifying 424 encroachments. Overall, the Stewardship program has continued to expand, improve, and restore lands that have been impacted by neighboring landowners.

- (c) ***Capital Projects – 2025-2026 Capital Projects Update***  
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Jim Rodstrom, P.E., Director of Construction/Christopher Kuhar, Ph.D, Executive Director, Cleveland Metroparks Zoo)

The Park District and Zoo are consistently busy with capital projects, with many focusing on maintaining and improving the critical infrastructure that supports operations and guest focus. Projects regularly cover a large array of improvements varying from zoo exhibits and animal support, new structures, ecological restoration, natural surface and paved trails, parkways and parking lots, golf course improvements, infrastructure replacement and maintenance, roof replacements, pavilions, cabins and many other impactful enhancements. Staff will provide an update on progress made in 2025 and projects now underway in 2026.

**DATE OF NEXT MEETING.**

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, April 23, 2026, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

**ADJOURNMENT TO EXECUTIVE SESSION.**

**No. 26-03-049:** At 10:03 a.m., upon motion by Vice President Moore, seconded by Vice President Ittu and carried, the meeting adjourned to an Executive Session for the purpose of discussing a Personnel Matter (Employment), as stated by Chief Legal and Ethics Officer, Rose Fini.

Roll-call vote on the motion was as follows:

Aye: Mr. Rinker.

Aye: Ms. Ittu.

Aye: Mr. Moore.

Nays: None.

**MEETING RECONVENED.**

The meeting reconvened from Executive Session at 10:44 a.m.

**ACTION ITEMS.**

**The following action was taken as the result of the Executive Session:**

- (a) ***Appointment of Gary Butzback as Interim Chief Financial Officer/Treasurer and Designees in the Absence of the CFO/Treasurer or Interim CFO/Treasurer***  
*(Originating Source: Brian M. Zimmerman, Chief Executive Officer)*

Article I, Section 3(c) of the Board's By-Laws, state in pertinent part, "[i]n the absence of the Chief Financial Officer (CFO), his/her designee shall serve in the place of the CFO." In Resolution No. 18-06-081, Controller Gary Butzback was identified as the CFO designee along with the Director of Accounting and Financial Systems and Compliance Manager as successor designees. In Resolution No. 21-12-187, Controller Gary Butzback was named the Interim CFO with the Director of Business Ssystems serving as designee.

In light of Chief Financial Officer Wade Steen's retirement, it is recommended that the Board approve Controller Gary Butzback as the Interim Chief Financial Officer/Treasurer, effective March 19, 2026.

**ACTION ITEMS (cont.)**

Since the adoption of Resolution Nos. 18-06-081 and 21-12-187, job titles have been revised and staffing changes have occurred. Consequently, it is recommended that the Board appoint the revised designees in the absence of the CFO or Interim CFO, and the following designees shall act as and carry out the responsibilities of the CFO:

- 1. Controller
- 2. Director of Accounting
- 3. Director of Business Systems

**No. 26-03-050:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried to, effective March 19, 2026, appoint Controller Gary Butzback as the Interim Chief Financial Officer/Treasurer; and further, replace and supersede Resolution Nos. 18-06-081 and 21-12-187 and designate, in the following order, the (1) Controller; (2) Director of Accounting; and, (3) Director of Business Systems to act as the CFO/Treasurer and carry out the CFO/Treasurer’s responsibilities in the absence of the CFO/Treasurer or Interim CFO/Treasurer, and these designations shall continue until further action by the Board.

Roll-call vote on the motion was as follows:

- Aye: Mr. Rinker.
- Aye: Ms. Ittu.
- Aye: Mr. Moore.
- Nays: None.

**ADJOURNMENT.**

**No. 26-03-051:** There being no further matters to come before the Board, upon motion by Vice President Moore, seconded by Vice President Ittu, and carried, President Rinker adjourned the meeting at 10:46 a.m.

Vote on the motion was as follows:

- Ayes: Ms. Ittu, Messrs. Moore and Rinker.
- Nays: None.

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President.

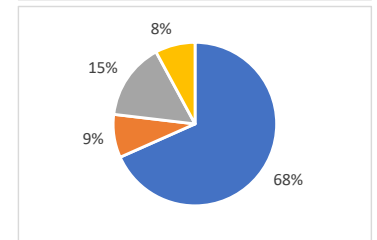
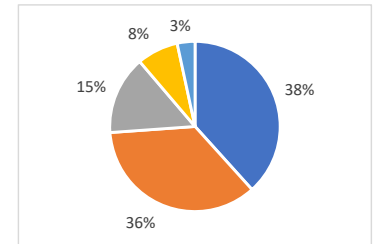
Attest:

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Secretary.

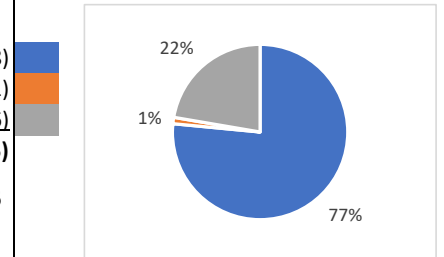
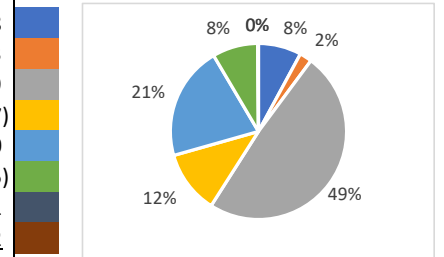
Cleveland Metroparks  
 Financial Performance  
 2/28/2026  
 CM Park District

	Actual February '25	Actual February '26	Fav (Unfav)	Actual YTD February '25	Actual YTD February '26	Fav (Unfav)
<b>Revenue:</b>						
Property Tax	12,959,000	5,560,658	(7,398,342)	17,115,471	9,891,658	(7,223,813)
Local Gov/Grants/Gifts	1,450,889	3,339,335	1,888,446	5,618,060	9,170,366	3,552,306
Charges for Services	1,250,678	1,592,498	341,820	3,249,640	3,853,317	603,677
Self-Funded	984,200	1,012,886	28,686	1,973,187	2,030,888	57,701
Interest, Fines, Other	<u>332,760</u>	<u>118,032</u>	<u>(214,728)</u>	<u>611,221</u>	<u>869,217</u>	<u>257,996</u>
<b>Total Revenue</b>	<b>16,977,527</b>	<b>11,623,409</b>	<b>(5,354,118)</b>	<b>28,567,579</b>	<b>25,815,446</b>	<b>(2,752,133)</b>
<b>OpEx:</b>						
Salaries and Benefits	6,414,048	6,773,434	(359,386)	16,168,207	16,465,468	(297,261)
Contractual Services	573,609	347,760	225,849	2,142,232	2,051,432	90,800
Operations	2,239,145	1,925,045	314,100	3,636,151	3,666,064	(29,913)
Self-Funded Exp	<u>851,230</u>	<u>1,008,374</u>	<u>(157,144)</u>	<u>1,561,231</u>	<u>1,895,242</u>	<u>(334,011)</u>
<b>Total OpEx</b>	<b>10,078,032</b>	<b>10,054,613</b>	<b>23,419</b>	<b>23,507,821</b>	<b>24,078,206</b>	<b>(570,385)</b>
<b>Op Surplus/(Subsidy)</b>	<b>6,899,495</b>	<b>1,568,796</b>	<b>(5,330,699)</b>	<b>5,059,758</b>	<b>1,737,240</b>	<b>(3,322,518)</b>
<b>CapEx:</b>						
Capital Labor	151,509	77,145	74,364	264,418	185,968	78,450
Construction Expenses	5,441,265	8,331,450	(2,890,185)	7,022,647	20,549,970	(13,527,323)
Capital Equipment	535,606	618,466	(82,860)	904,923	1,005,196	(100,273)
Land Acquisition	30,068	64,206	(34,138)	120,085	96,588	23,497
Capital Animal Costs	<u>7,061</u>	<u>761</u>	<u>6,300</u>	<u>7,218</u>	<u>(387)</u>	<u>7,605</u>
<b>Total CapEx</b>	<b>6,165,509</b>	<b>9,092,028</b>	<b>(2,926,519)</b>	<b>8,319,291</b>	<b>21,837,335</b>	<b>(13,518,044)</b>
<b>Net Surplus/(Subsidy)</b>	<b>733,986</b>	<b>(7,523,232)</b>	<b>(8,257,218)</b>	<b>(3,259,533)</b>	<b>(20,100,095)</b>	<b>(16,840,562)</b>



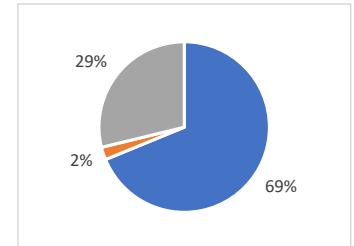
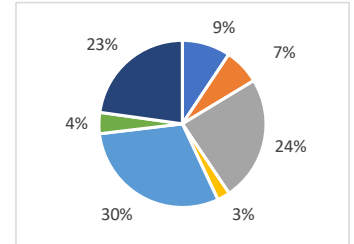
**Cleveland Metroparks  
Financial Performance  
2/28/2026  
Zoo**

	Actual February '25	Actual February '26	Fav (Unfav)	Actual YTD February '25	Actual YTD February '26	Fav (Unfav)
<b>Revenue:</b>						
General/SE Admissions	(6,166)	106,728	112,894	(217,834)	118,074	335,908
Guest Experience	(9,132)	(10,823)	(1,691)	19,125	33,158	14,033
Zoo Society	0	0	0	702,417	728,316	25,899
Souvenirs/Refreshments	4,716	11,650	6,934	176,529	173,152	(3,377)
Education	298,965	294,377	(4,588)	306,569	311,719	5,150
Rentals & Events	63,225	74,400	11,175	140,325	124,650	(15,675)
Consignment	0	51	51	0	51	51
Other	(73)	63	136	(2,543)	1,269	3,812
<b>Total Revenue</b>	<b>351,535</b>	<b>476,446</b>	<b>124,911</b>	<b>1,124,588</b>	<b>1,490,389</b>	<b>365,801</b>
<b>OpEx:</b>						
Salaries and Benefits	1,348,038	1,331,713	16,325	3,336,233	3,358,501	(22,268)
Contractual Services	17,288	20,726	(3,438)	32,382	50,813	(18,431)
Operations	536,609	595,965	(59,356)	902,128	977,204	(75,076)
<b>Total OpEx</b>	<b>1,901,935</b>	<b>1,948,404</b>	<b>(46,469)</b>	<b>4,270,743</b>	<b>4,386,518</b>	<b>(115,775)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(1,550,400)</b>	<b>(1,471,958)</b>	<b>78,442</b>	<b>(3,146,155)</b>	<b>(2,896,129)</b>	<b>250,026</b>
<b>CapEx:</b>						
Capital Labor	0	0	0	0	0	0
Construction Expenses	155,545	965,109	(809,564)	250,581	1,813,938	(1,563,357)
Capital Equipment	78,475	22,699	55,776	131,871	22,699	109,172
Capital Animal Costs	7,061	761	6,300	7,218	(387)	7,605
<b>Total CapEx</b>	<b>241,081</b>	<b>988,569</b>	<b>(747,488)</b>	<b>389,670</b>	<b>1,836,250</b>	<b>(1,446,580)</b>
<b>Net Surplus/(Subsidy)</b>	<b>(1,791,481)</b>	<b>(2,460,527)</b>	<b>(669,046)</b>	<b>(3,535,825)</b>	<b>(4,732,379)</b>	<b>(1,196,554)</b>
Restricted Revenue-Other	70,694	20,529	(50,165)	3,018,563	5,248,861	2,230,298
Restricted Revenue-Zipline	779	424	(355)	779	640	(139)
Restricted Expenses	3,245,196	2,932,199	312,997	3,356,327	6,263,160	(2,906,833)
<b>Restricted Surplus/(Subsidy)</b>	<b>(3,173,723)</b>	<b>(2,911,246)</b>	<b>262,477</b>	<b>(336,985)</b>	<b>(1,013,659)</b>	<b>(676,674)</b>



Cleveland Metroparks  
 Financial Performance  
 2/28/2026  
 Golf Summary

	Actual February '25	Actual February '26	Fav (Unfav)	Actual YTD February '25	Actual YTD February '26	Fav (Unfav)
<b>Revenue:</b>						
Greens Fees	7,220	18,735	11,515	20,340	29,349	9,009
Equipment Rentals	2,769	10,628	7,859	6,016	21,903	15,887
Food Service	27,288	36,148	8,860	49,421	76,209	26,788
Merchandise Sales	2,107	3,995	1,888	4,179	7,832	3,653
Pro Services	34,540	42,434	7,894	73,195	94,409	21,214
Driving Range	2,620	10,415	7,795	5,404	12,957	7,553
Other	<u>15,886</u>	<u>27,763</u>	<u>11,877</u>	<u>27,092</u>	<u>71,538</u>	<u>44,446</u>
<b>Total Revenue</b>	<b>92,430</b>	<b>150,118</b>	<b>57,688</b>	<b>185,647</b>	<b>314,197</b>	<b>128,550</b>
<b>OpEx:</b>						
Salaries and Benefits	368,346	407,523	(39,177)	935,515	1,006,945	(71,430)
Contractual Services	2,338	7,135	(4,797)	19,690	35,139	(15,449)
Operations	<u>251,481</u>	<u>251,548</u>	<u>(67)</u>	<u>396,429</u>	<u>422,612</u>	<u>(26,183)</u>
<b>Total OpEx</b>	<b>622,165</b>	<b>666,206</b>	<b>(44,041)</b>	<b>1,351,634</b>	<b>1,464,696</b>	<b>(113,062)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(529,735)</b>	<b>(516,088)</b>	<b>13,647</b>	<b>(1,165,987)</b>	<b>(1,150,499)</b>	<b>15,488</b>
<b>CapEx:</b>						
Capital Labor	47,986	14,704	33,282	105,929	68,640	37,289
Construction Expenses	323,762	326,248	(2,486)	751,487	1,273,669	(522,182)
Capital Equipment	<u>42,000</u>	<u>0</u>	<u>42,000</u>	<u>141,000</u>	<u>0</u>	<u>141,000</u>
<b>Total CapEx</b>	<b>413,748</b>	<b>340,952</b>	<b>72,796</b>	<b>998,416</b>	<b>1,342,309</b>	<b>(343,893)</b>
<b>Net Surplus/(Subsidy)</b>	<b>(943,483)</b>	<b>(857,040)</b>	<b>86,443</b>	<b>(2,164,403)</b>	<b>(2,492,808)</b>	<b>(328,405)</b>



Cleveland Metroparks  
Financial Performance  
2/28/2026  
Golf Detail

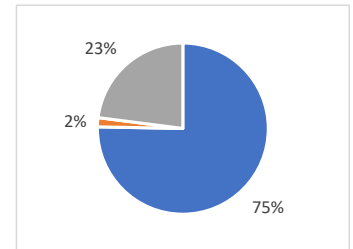
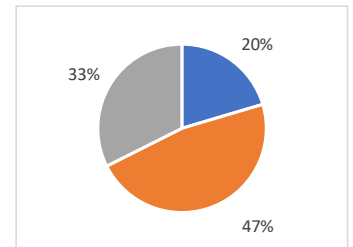
	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)		Total	
	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26
Operating Revenue	24,382	54,237	6,567	931	3,858	11,877	31,715	55,540	42,241	55,441	185,650	314,200
Operating Expenses	193,280	204,674	31,632	39,116	43,553	38,284	190,272	204,628	204,981	224,920	1,351,636	1,464,699
Operating Surplus/(Subsidy)	(168,898)	(150,437)	(25,065)	(38,185)	(39,695)	(26,407)	(158,557)	(149,088)	(162,740)	(169,479)	(1,165,986)	(1,150,499)
Capital Labor	0	0	0	0	0	0	79,211	10,077	11,727	14,993	0	105,929
Construction Expenses	0	0	0	0	0	0	149,680	0	15,551	36,918	0	751,488
Capital Equipment	0	0	0	0	0	0	0	0	0	0	0	141,000
Total Capital Expenditures	0	0	0	0	0	0	228,891	10,077	27,278	51,911	998,417	1,342,309
Net Surplus/(Subsidy)	(168,898)	(150,437)	(25,065)	(38,185)	(39,695)	(26,407)	(387,448)	(159,165)	(190,018)	(221,390)	(2,164,403)	(2,492,808)

	Shawnee Hills (27)		Washington Park (9)		Seneca (36)		Ironwood		Golf Admin		Total	
	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26
Operating Revenue	40,241	47,810	24,667	39,135	6,961	39,466	5,018	5,081	0	4,682	185,650	314,200
Operating Expenses	140,498	156,800	90,181	69,119	158,037	171,533	115,822	128,471	183,380	227,154	1,351,636	1,464,699
Operating Surplus/(Subsidy)	(100,257)	(108,990)	(65,514)	(29,984)	(151,076)	(132,067)	(110,804)	(123,390)	(183,380)	(222,472)	(1,165,986)	(1,150,499)
Capital Labor	0	2,824	0	0	5,430	38,253	9,561	2,493	0	0	0	68,640
Construction Expenses	0	118,931	181,624	0	391,551	1,085,302	13,082	32,518	0	0	0	751,488
Capital Equipment	99,000	0	0	0	0	0	42,000	0	0	0	0	141,000
Total Capital Expenditures	99,000	121,755	181,624	0	396,981	1,123,555	64,643	35,011	0	0	998,417	1,342,309
Net Surplus/(Subsidy)	(199,257)	(230,745)	(247,138)	(29,984)	(548,057)	(1,255,622)	(175,447)	(158,401)	(183,380)	(222,472)	(2,164,403)	(2,492,808)

Cleveland Metroparks  
 Financial Performance  
 2/28/2026  
 Enterprise Summary

	Actual February '25	Actual February '26	Fav (Unfav)	Actual YTD February '25	Actual YTD February '26	Fav (Unfav)
<b>Revenue:</b>						
Concessions	91,189	104,663	13,474	208,714	215,042	6,328
Dock Rentals	63,470	135,133	71,663	489,420	498,338	8,918
Other*	<u>123,044</u>	<u>130,805</u>	<u>7,761</u>	<u>340,051</u>	<u>341,722</u>	<u>1,671</u>
<b>Total Revenue</b>	<b>277,703</b>	<b>370,601</b>	<b>92,898</b>	<b>1,038,185</b>	<b>1,055,102</b>	<b>16,917</b>
<b>OpEx:</b>						
Salaries and Benefits	235,614	238,205	(2,591)	647,445	644,717	2,728
Contractual Services	5,181	8,894	(3,713)	14,523	14,887	(364)
Operations	<u>89,133</u>	<u>86,863</u>	<u>2,270</u>	<u>208,227</u>	<u>196,116</u>	<u>12,111</u>
<b>Total OpEx</b>	<b>329,928</b>	<b>333,962</b>	<b>(4,034)</b>	<b>870,195</b>	<b>855,720</b>	<b>14,475</b>
<b>Op Surplus/(Subsidy)</b>	<b>(52,225)</b>	<b>36,639</b>	<b>88,864</b>	<b>167,990</b>	<b>199,382</b>	<b>31,392</b>
<b>CapEx:</b>						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>18,500</u>	<u>0</u>	<u>18,500</u>	<u>18,500</u>	<u>0</u>	<u>18,500</u>
<b>Total CapEx</b>	<b>18,500</b>	<b>0</b>	<b>18,500</b>	<b>18,500</b>	<b>0</b>	<b>18,500</b>
<b>Net Surplus/(Subsidy)</b>	<b>(70,725)</b>	<b>36,639</b>	<b>107,364</b>	<b>149,490</b>	<b>199,382</b>	<b>49,892</b>



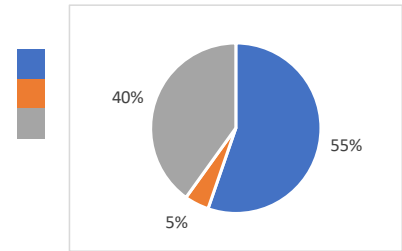
\*Other includes Chalet fees, parking, hayrides, aquatics, gift cards, misc.

Cleveland Metroparks  
Financial Performance  
2/28/2026  
Enterprise Detail

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant		North Coast Harbor Marina		Hinckley Lake Boathouse	
	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26
Operating Revenue	194,128	193,784	0	0	423,255	398,611	0	0	0	28,208	0	3,165
Operating Expenses	280,389	281,489	1,058	1,638	17,441	18,098	1,689	722	0	(19,869)	0	12,330
<b>Operating Surplus/(Subsidy)</b>	<b>(86,261)</b>	<b>(87,705)</b>	<b>(1,058)</b>	<b>(1,638)</b>	<b>405,814</b>	<b>380,513</b>	<b>(1,689)</b>	<b>(722)</b>	<b>0</b>	<b>48,077</b>	<b>0</b>	<b>(9,165)</b>
Capital Labor	0	0	0	0	0	0	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0	0	0	0	0	0	0
Capital Equipment	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Surplus/(Subsidy)</b>	<b>(86,261)</b>	<b>(87,705)</b>	<b>(1,058)</b>	<b>(1,638)</b>	<b>405,814</b>	<b>380,513</b>	<b>(1,689)</b>	<b>(722)</b>	<b>0</b>	<b>48,077</b>	<b>0</b>	<b>(9,165)</b>
	<b>Wildwood</b>		<b>Euclid Beach</b>		<b>EmerNeck Marina</b>		<b>EmerNeck Restaurant</b>		<b>Astorhurst Concession</b>			
	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26		
Operating Revenue	17	0	23	0	121,293	132,675	25,283	30,143	0	0		
Operating Expenses	1,248	1,031	473	594	13,662	9,633	40,556	43,037	0	1,792		
<b>Operating Surplus/(Subsidy)</b>	<b>(1,231)</b>	<b>(1,031)</b>	<b>(450)</b>	<b>(594)</b>	<b>107,631</b>	<b>123,042</b>	<b>(15,273)</b>	<b>(12,894)</b>	<b>0</b>	<b>(1,792)</b>		
Capital Labor	0	0	0	0	0	0	0	0	0	0		
Construction Expenses	0	0	0	0	0	0	0	0	0	0		
Capital Equipment	0	0	0	0	0	0	0	0	0	0		
<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Surplus/(Subsidy)</b>	<b>(1,231)</b>	<b>(1,031)</b>	<b>(450)</b>	<b>(594)</b>	<b>107,631</b>	<b>123,042</b>	<b>(15,273)</b>	<b>(12,894)</b>	<b>0</b>	<b>(1,792)</b>		
	<b>Edgewater Pier</b>		<b>Wallace Lake</b>		<b>Hinckley Lake Concession</b>		<b>Huntington</b>		<b>Boat Dock</b>			
	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26		
Operating Revenue	30	0	0	857	0	0	0	0	0	5		
Operating Expenses	52	100	60	2,305	0	0	2,296	2,252	371	370		
<b>Operating Surplus/(Subsidy)</b>	<b>(22)</b>	<b>(100)</b>	<b>(60)</b>	<b>(1,448)</b>	<b>0</b>	<b>0</b>	<b>(2,296)</b>	<b>(2,252)</b>	<b>(371)</b>	<b>(365)</b>		
Capital Labor	0	0	0	0	0	0	0	0	0	0		
Construction Expenses	0	0	0	0	0	0	0	0	0	0		
Capital Equipment	0	0	0	0	0	0	0	0	0	0		
<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Surplus/(Subsidy)</b>	<b>(22)</b>	<b>(100)</b>	<b>(60)</b>	<b>(1,448)</b>	<b>0</b>	<b>0</b>	<b>(2,296)</b>	<b>(2,252)</b>	<b>(371)</b>	<b>(365)</b>		
	<b>Chalet</b>		<b>Ledge Lake</b>		<b>Parking</b>		<b>Enterprise Admin</b>		<b>Total</b>			
	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26	YTD February '25	YTD February '26		
Operating Revenue	246,225	226,071	3,060	4,190	24,872	37,393	0	0	1,038,186	1,055,102		
Operating Expenses	177,753	168,166	1,684	3,785	2,413	5,908	329,051	322,339	870,196	855,720		
<b>Operating Surplus/(Subsidy)</b>	<b>68,472</b>	<b>57,905</b>	<b>1,376</b>	<b>405</b>	<b>22,459</b>	<b>31,485</b>	<b>(329,051)</b>	<b>(322,339)</b>	<b>167,990</b>	<b>199,382</b>		
Capital Labor	0	0	0	0	0	0	0	0	0	0		
Construction Expenses	0	0	0	0	0	0	0	0	0	0		
Capital Equipment	18,500	0	0	0	0	0	0	0	18,500	0		
<b>Total Capital Expenditures</b>	<b>18,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,500</b>	<b>0</b>		
<b>Net Surplus/(Subsidy)</b>	<b>49,972</b>	<b>57,905</b>	<b>1,376</b>	<b>405</b>	<b>22,459</b>	<b>31,485</b>	<b>(329,051)</b>	<b>(322,339)</b>	<b>149,490</b>	<b>199,382</b>		

Cleveland Metroparks  
 Financial Performance  
 2/28/2026  
 Nature Shops and Kiosks

	Actual February '25	Actual February '26	Fav (Unfav)	Actual YTD February '25	Actual YTD February '26	Fav (Unfav)
<b>Retail Revenue</b>	18,567	29,820	11,253	35,711	51,238	15,527
<b>OpEx:</b>						
Salaries and Benefits	27,880	10,030	17,850	68,518	34,146	34,372
Contractual Services	0	470	(470)	0	2,859	(2,859)
Operations	<u>37,141</u>	<u>8,681</u>	<u>28,460</u>	<u>52,765</u>	<u>24,759</u>	<u>28,006</u>
<b>Total OpEx</b>	<b>65,021</b>	<b>19,181</b>	<b>45,840</b>	<b>121,283</b>	<b>61,764</b>	<b>59,519</b>
<b>Op Surplus/(Subsidy)</b>	<b>(46,454)</b>	<b>10,639</b>	<b>57,093</b>	<b>(85,572)</b>	<b>(10,526)</b>	<b>75,046</b>
<b>CapEx:</b>						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total CapEx</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Surplus/(Subsidy)</b>	<b>(46,454)</b>	<b>10,639</b>	<b>57,093</b>	<b>(85,572)</b>	<b>(10,526)</b>	<b>75,046</b>



**CLEVELAND METROPARKS  
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES  
FOR THE MONTH END-February 2026**

**ACCOUNTS RECEIVABLE**

Current	Past Due				Total
	1-30 Days	30-60 Days	61-90 Days	Over 90 Days	
\$2,304,870	\$5,977	\$10,793	\$5,560	\$144,986	\$2,472,186

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
02/01/26	PNC Bank	Money Market (A)	27	3.74%	02/28/26	\$10,704	\$3,808,673
02/01/26	STAR Ohio	State pool (B)	27	4.50%	02/28/26	101,894.52	\$35,600,251

*(A) Premium Business Money Market Account*

*Investment balance ranged from \$7,610,908 to \$3,808,673 in February 2026.*

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

*Investment balance ranged from \$24,658,819 to \$35,600,251 in February 2026.*

Source: Gary Butzback, Interim Chief Finance Officer  
03/06/26

**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
KIMBERLY GOPP**

**WHEREAS**, *Kimberly Gopp has served Cleveland Metroparks Zoo for over 33 years; and,*

**WHEREAS**, *Kimberly Gopp has worked with Cleveland Metroparks Zoo as a Cashier, Head Cashier, Education Assistant, Animal Keeper, Lead Animal Keeper, Research Assistant, Associate Conservation Curator, and Conservation Curator; and,*

**WHEREAS**, *Kimberly Gopp has dedicated her time and effort to the improvement and enhancement of Cleveland Metroparks Zoo through special projects and her exemplary leadership; and,*

**WHEREAS**, *Kimberly Gopp for the past 25 years, has provided leadership to the Zoo's conservation program and the distribution of more than \$13 million in support of 1000 wildlife conservation projects in 70 countries around the world; and,*

**WHEREAS**, *Kimberly Gopp implemented scores of unique conservation initiatives at CMZ including two of her most notable programmatic contributions of establishing and leading the Zoo's Andean Bear Conservation Alliance (ABCA) and launching the AZA SAFE Andean Bear program; and,*

**WHEREAS**, *Kimberly Gopp consistently contributed to the Zoo's Future for Wildlife conservation program by developing and training both volunteers and staff ensuring their comprehension and awareness of their importance in creating a conservation culture at the Zoo; and,*

**WHEREAS**, *Kimberly Gopp's understanding of teamwork was evident in her significant role in connecting the Zoo's conservation partners and activities to the Zoo's habitats and experiences such as African Elephant Crossing, Susie's Bear Hollow, and the Circle of Wildlife Carousel; and,*

**WHEREAS**, *Kimberly Gopp's humility and visioning talents have been instrumental in driving the impact and strategic growth of the Zoo's conservation programming for the past 25 years where she instinctively implemented exemplary practices and upheld the highest standards of scientific and financial integrity, resulting in maximizing the responsible stewardship of the Zoo conservation program's human and financial resources; and,*

**WHEREAS**, *Kimberly's contributions and willingness to dedicate time, effort, and resources, her love of birds and carnivores, as well as species often overlooked by others, have been an asset to Cleveland Metroparks and Cleveland Metroparks Zoo. The products of her labor are appreciated and will not be forgotten.*

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



Bruce G. Rinker

President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



# RESOLUTION RECOGNIZING THE RETIREMENT OF HAROLD HARRISON

**WHEREAS,** *Harold Harrison has served Cleveland Metroparks for over 15 years; and,*

**WHEREAS,** *Harold Harrison has devoted these years of service utilizing his knowledge, skills and abilities as the Chief Human Resources and Diversity Officer; and,*

**WHEREAS,** *Harold Harrison has been an asset to Cleveland Metroparks with his outstanding servant leadership and innovative frame of intellect taking the organization's workforce to new heights; and,*

**WHEREAS,** *Harold Harrison has been recognized for his contributions to Cleveland Metroparks and the Greater-Cleveland area having been nominated for The Crain's Archer Award's 2013 HR Executive of the Year and then winning the award in 2018, being a 2022 and 2025 Smart Culture Awards Honoree, and receiving the 2023 Crain's Cleveland Business Excellence in HR Award; and,*

**WHEREAS,** *Harold Harrison continued to soar to new heights and expand his knowledge by being a part of The Diversity Center Lead Diversity graduate class of 2024, and Cleveland Leadership Center's Advanced Leadership Institute graduate class of 2025; and,*

**WHEREAS,** *under Harold's leadership, Cleveland Metroparks has won the NorthCoast99 Best Place to Work award for 15 consecutive years, including the Legacy Award of 10 years in 2016, the Award of Excellence in 2020, 2023, and 2024, and one specialty award in 2023 for the Onboarding process at Cleveland Metroparks; and,*

**WHEREAS,** *Harold Harrison was featured in many interviews for his expertise in Human Resources such as ERC in 2014, Crain's Cleveland being featured for four years consecutively, and Smart Business in 2021; and,*

**WHEREAS,** *Harold's devotion to efficiency, diversity, teamwork, his commitment to the Core Values, and his love for Cleveland Metroparks was a great contribution to the organization and won't be forgotten.*

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



Bruce G. Rinker  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



## RESOLUTION RECOGNIZING THE RETIREMENT OF TIMOTHY SAVONA

**WHEREAS,** *Timothy Savona has served Cleveland Metroparks for more than 11 years; and,*

**WHEREAS,** *Timothy Savona has devoted these years of service utilizing his knowledge, skills and abilities as Director of Revenue Development; and,*

**WHEREAS,** *Timothy Savona was pivotal in improving the guest experience and revenue at the Zoo by creating initiative that brought industry driven attractions such as penguin habitat, photography and Body Art services, 4D theatre, and Eagle Zip Adventure zipline to the Zoo; and,*

**WHEREAS,** *Timothy Savona was committed to enhancing the Zoo experience for patrons and brought major events like Asian Lantern Festival, Wild Winter Lights, and the Asian Lantern Festival drive thru experience during a time in the world where interaction was desired but prohibited due to COVID; and,*

**WHEREAS,** *Timothy Savona found ways to interact with guests and improve their services by implementing zoo visitor surveys and monitoring their responses; and,*

**WHEREAS,** *Timothy Savona continuously went beyond the call of duty serving patrons and the community by completing wayfinding enhancements with new zoo-wide signage and making the Zoo more accessible through sensory-inclusive certification, sensory room, adult changing room, and nursing mother rooms; and,*

**WHEREAS,** *Timothy Savona was committed to the conservation efforts of Cleveland Metroparks and implemented conservation round up programs with retail and concessions partners, collaborations with vendors to offer fair trade and conservation-mission based products in the Zoo gift shop, and a pathway for a portion of all admissions sales to go towards Zoo-supported conservation projects; and,*

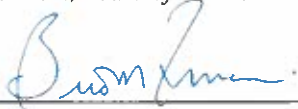
**WHEREAS,** *Timothy Savona was an active member of many professional organizations such as the Association of Zoos and Aquariums with 5 years of service on their Business Operations Committee and a member of the International Association of Amusement Parks and Attractions since 1988; and,*

**WHEREAS,** *Timothy's dedication has been a valued asset to Cleveland Metroparks and Cleveland Metroparks Zoo. 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 Timothy Savona for his years of service and dedication in serving the citizens of Greater Cleveland.*



Bruce G. Rinker  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
TAD SCHOFFNER**

**WHEREAS,** *Tad Schoffner has served Cleveland Metroparks Zoo for over 49 years; and,*

**WHEREAS,** *Tad Schoffner has worked with Cleveland Metroparks Zoo as a Groundskeeper, Assistant Ranger, Animal Keeper, Relief Animal Keeper, Lead Animal Keeper, Assistant Animal Care Manager, Associate Curator of Animals, and Animal Curator; and,*

**WHEREAS,** *Tad Schoffner has dedicated his time and effort to the improvement and enhancement of the Cleveland Metroparks Zoo through his wealth of knowledge and his exemplary leadership; and,*

**WHEREAS,** *Tad Schoffner has shared his wealth of knowledge by way of coordinating many workshops and events throughout the Zoo; and,*

**WHEREAS,** *Tad Schoffner notably has done workshops surrounding subject areas such as New World Primates, Chimpanzee husbandry, Gorilla husbandry, Old World Monkey husbandry, Prosimian husbandry, TAG meetings and many Creature Comfort enrichment demonstrations throughout the Zoo; and,*

**WHEREAS,** *Tad Schoffner was pivotal in creating the Zoo's very first enrichment program that has continued to expand and flourish; and,*

**WHEREAS,** *Tad Schoffner was committed to the overall guest experience by way of leading the seasonal and Volunteer Animal Care Assistant programs, equipping the employees and volunteers with knowledge and resources to make sure patrons had a fulfilling experience while coming to the Zoo; and,*

**WHEREAS,** *Tad Schoffner has been instrumental to the health and welfare of the Zoo animals and has continuously been a pillar of excellence for other zookeepers and staff alike; and,*

**WHEREAS,** *Tad's contributions and willingness to dedicate time, effort, resources, his love for all animals, and innovative approach and leadership, have been an asset to Cleveland Metroparks and Cleveland Metroparks Zoo. 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 Tad Schoffner 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*



**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
DAVID P. WINKLER**

**WHEREAS,** *David P. Winkler has served Cleveland Metroparks and Cleveland Metroparks Zoo for over 31 years; and,*

**WHEREAS,** *David P. Winkler has devoted these years of service utilizing his knowledge, skills and abilities as an Animal Keeper and Lead Animal Keeper; and,*

**WHEREAS,** *David P. Winkler's dedication to animal care shined throughout his career through many avenues of training, presentations, and his involvement in many studies; and,*

**WHEREAS,** *David P. Winkler has used his skills to assist in many notable projects such as the Red Ruffed Lemur Social Behavior Study in 1996, operant training of the chimpanzee in 1998, Chimpanzee injection and separation training in 2008, assisting in the return of elephants Moshi, Martika, and Jo to Cleveland in 2010, and arrival of elephants Kallie, Willy and Shenga in 2011; and,*

**WHEREAS,** *David P. Winkler assisted in many conferences and workshops such as the EMA Conference in 2002, and assisted with the planning of the Prosimian Husbandry Workshop in 2009; and,*

**WHEREAS,** *David P. Winkler wealth of knowledge reached beyond the walls of Cleveland Metroparks Zoo as he would often be a presenter at other Zoos explaining the value of animal enrichment to their staff members; and,*

**WHEREAS,** *David P. Winkler has been a pivotal asset to the evolution of the elephant program at Cleveland Metroparks Zoo through habitat management, prioritizing safety and elephant welfare as the philosophy of the program, training the elephants for their weekly vet checks, training staff regarding vaccination, trunk wash, x-ray, tusk trim, plasma collections and more; and,*

**WHEREAS,** *David's devotion to efficiency, teamwork and love for Cleveland Metroparks Zoo was a great asset to the organization and won't be forgotten.*

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



Bruce G. Rinker  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



**CLEVELAND METROPARKS  
Appropriation Summary - 2026**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #2 3/19/2026	Total
		Baseline Budget	Carry Over Encumbrances	Total			
<b>OPERATING</b>							
51	Salaries	\$ 72,891,838	\$ 13,924	\$ 72,905,763	\$ 147,050	\$ -	\$ 73,052,813
52	Employee Fringe Benefits	25,704,801	31,692	25,736,492	-	-	25,736,492
53	Contractual Services	21,412,860	1,816,035	23,228,895	25,047	(827) <b>A</b>	23,253,115
54	Operations	35,693,137	4,967,663	40,660,800	977,517	210,950 <b>B</b>	41,849,267
	Operating Subtotal	155,702,636	6,829,314	162,531,950	1,149,614	210,123	163,891,687
<b>CAPITAL</b>							
571	Capital Labor	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	1,000,000
572	Capital Construction Expenses	66,576,340	42,016,821	108,593,161	4,376,069	1,469,225 <b>C</b>	114,438,454
574	Capital Equipment	4,636,300	1,537,411	6,173,711	75,000	37,807 <b>D</b>	6,286,518
575	Zoo Animals	100,000	-	100,000	-	-	100,000
576	Land	592,150	129,002	721,152	-	-	721,152
	Capital Subtotal	72,904,790	43,683,234	116,588,024	4,451,069	1,507,032	122,546,124
<b>TOTALS</b>							
Grand totals		\$ 228,607,426	\$ 50,512,548	\$ 279,119,974	\$ 5,600,683	\$ 1,717,155	\$ 286,437,811

**OPERATING**

**53 CONTRACTUAL SERVICES**

- \$ (4,401) Transfer of appropriations from Operations to Other Contractual Services for Police  
Net budget effect is zero
- \$ 3,500 Increase of appropriations in Veterinarian Consulting for Police  
Appropriation increase will be covered by existing Mounted Unit Restricted Fund donations
- \$ 74 Increase of appropriations in Other Contractual Services for Police  
Appropriation increase will be covered by existing Asset Forfeiture Restricted Fund

**A** \$ (827) Total increase (decrease) to Contractual Services

**54 OPERATIONS**

- \$4,401 Transfer of appropriations from Computer Software to Contractual Services for Police  
Net budget effect is zero
- \$432 Increase of appropriations in Security Systems Expense and Telephone for Park Operations Enterprise Operations  
Appropriation increase will be covered by Charges for Services for Hinckley Lake Boathouse
- (\$400) Transfer of appropriations from Non-Capital Computer Equipment to Capital Construction Expenses for Park Operations  
Net budget effect is zero
- \$44,000 Increase of appropriations in Animal Care and Program Supplies for Police  
Appropriation increase will be covered by existing Mounted Unit Restricted Fund donations
- \$3,096 Increase of appropriations in Property Maintenance Supplies for Zoo for the Wolf Holding Project  
Appropriation increase will be covered by existing CZS Animal Care Fund donations
- \$42,000 Increase of appropriations in Program Supplies and Merchandise for Resale for Human Resources  
Appropriation increase will be covered by Wellness Fund (\$28K), Volunteer Services Fund (\$8K), and Trail Monitor and Group Service Events (each \$3K) Restricted Fund revenues
- \$5,000 Increase of appropriations in Property Maintenance for Rocky River Reservation for Stables Arena Wall Repairs  
Appropriation increase will be covered by a reclassification of expenses to the Stables Improvement Restricted Fund
- \$5,000 Increase of appropriations in Property Maintenance for Rocky River Reservation for Stables Arena Wall Repairs  
Appropriation increase will be covered by existing Stables Improvement Restricted Fund cash balance
- \$100,000 Increase of appropriations in Property Maintenance Supplies for Park Operations Enterprise Operations for North Coast Harbor Marina  
Appropriation increase will be covered by existing Reserve for Contingency Restricted Fund (64%) and Capital Fund balance (36%)
- \$4,832 Increase of appropriations in Tools and Non-Capital Equipment for Police for taser training equipment  
Appropriation increase will be covered by existing Ohio Attorney General Continuing Professional Training (CPT) grant funds
- \$1,289 Increase of appropriations in Property Maintenance Supplies for Park Operations Garfield Reservation for Garfield Play Area mulch  
Appropriation increase will be covered by existing balance in the Garfield Nature Play Area Endowment Fund
- \$1,300 Increase of appropriations in Vehicle Repairs for Police K9 Unit  
Appropriation increase will be covered by existing K9 Restricted Fund donations

**B** \$ 210,950 Total increase (decrease) to Operations

**\$ 210,123 TOTAL INCREASE (DECREASE) TO OPERATIONS**

**CAPITAL**

**572 CAPITAL CONSTRUCTION EXPENSES**

- \$ 197,210 Increase of appropriations in Capital Contracts for West Creek Greenway Project  
Appropriation increase will be covered by new funding from the West Creek Land Conservancy
- \$ 20,000 Increase of appropriations in Capital Contracts for Hinckley Reservation  
Appropriation increase will be covered by new grant funding from ODNR H2Ohio Rivers Program
- \$ 275,000 Increase of appropriations in Capital Contracts for Rocky River Reservation for kayak drop-off lane and kayak launch improvements  
Appropriation increase will be covered by new funding from ODNR Coastal Management (\$125K) and ODNR Real Estate Land Management (\$150K) grants
- \$ 524,834 Increase of appropriations in Capital Contracts for Barge225 STEAMship Project

**CLEVELAND METROPARKS**

**Appropriations 2026 - Legend - Amendment #2**

Appropriation increase will be covered by existing donations from the Emerald Necklace Endowment Fund (\$200K), Key Bank (\$175K), Jones Day (\$83K), and other donations

\$ 110,633 Increase of appropriations in Capital Contracts for Zoo Brownfield Remediation Project  
Appropriation increase will be covered by existing General Fund cash balance

\$ 400 Transfer of appropriations from Operations to Capital Contracts for Park Operations  
Net budget effect is zero

\$ 221,369 Increase of appropriations in Project Equipment for North Coast Harbor Marina leasehold improvements  
Appropriation increase will be covered by existing Reserve for Contingency Restricted Fund (64%) and Capital Fund balance (36%)

\$ 119,779 Increase of appropriations in Capital Materials for Dunham Park Green Infrastructure Project  
Appropriation increase will be covered by existing Dunham Park Green Infrastructure donations

**C** \$ 1,469,225 Total increase (decrease) to Capital Construction Expenses

**574 CAPITAL EQUIPMENT**

\$ 17,807 Increase of appropriations in Miscellaneous Capital Equipment for Zoo for the Wolf Holding Project  
Appropriation increase will be covered by existing CZS Animal Care Fund donations

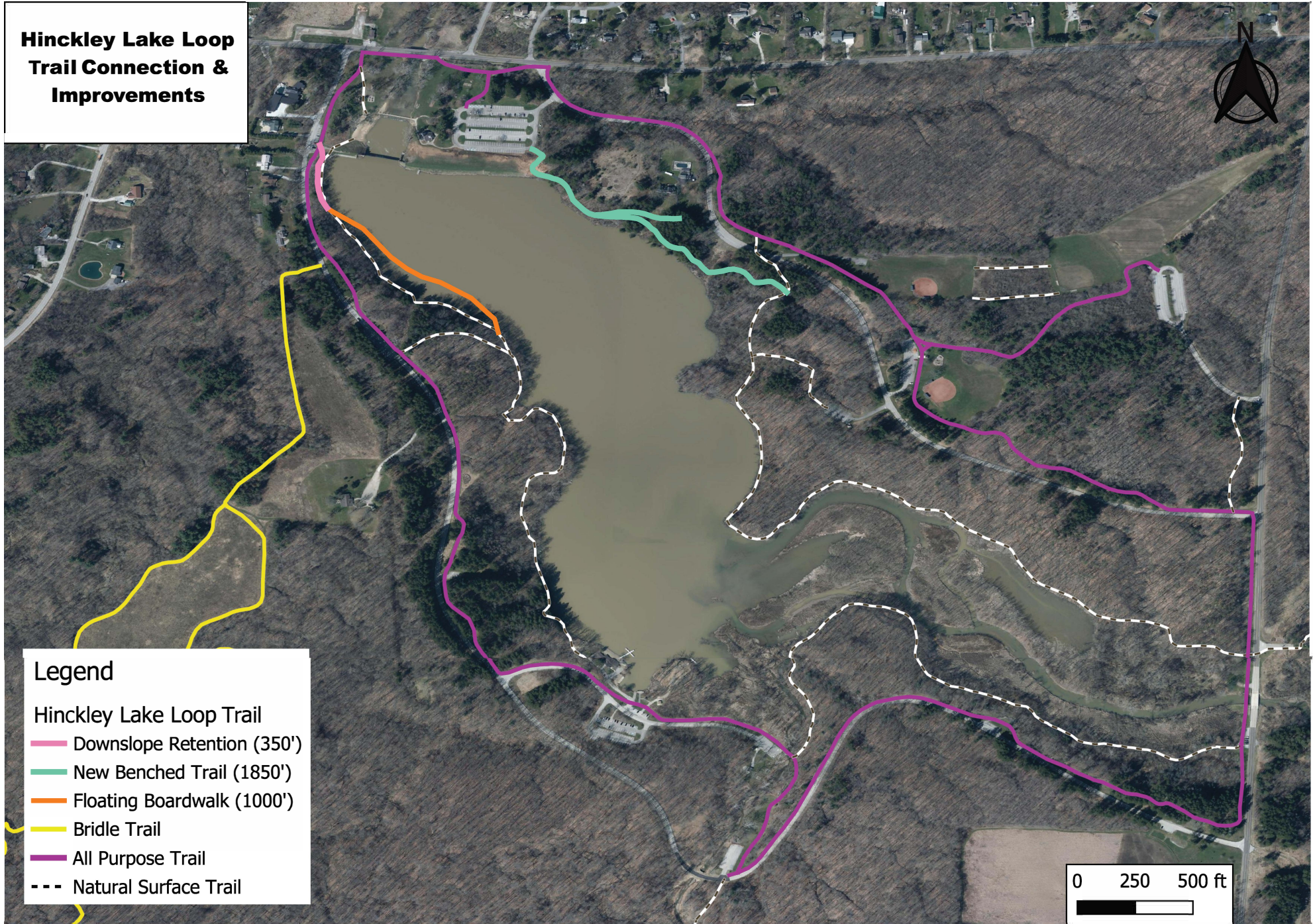
\$ 20,000 Increase of appropriations in Trailers for Police  
Appropriation increase will be covered by existing Drug Offense Restricted Funds

**D** \$ 37,807 Total increase (decrease) to Capital Equipment

**\$ 1,507,032 TOTAL INCREASE (DECREASE) TO CAPITAL**

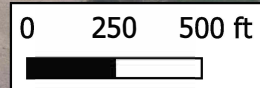
**\$ 1,717,155 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT**

### Hinckley Lake Loop Trail Connection & Improvements



#### Legend

- Hinckley Lake Loop Trail
  - Downslope Retention (350')
  - New Benched Trail (1850')
  - Floating Boardwalk (1000')
  - Bridle Trail
  - All Purpose Trail
  - Natural Surface Trail



**Resolution of Authorization  
Recreational Trails Program  
Hinckley Lake Loop Trail**

**March 19, 2026**

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes, through the Recreational Trails Program, and

WHEREAS, Cleveland Metroparks plans to complete the Hinckley Lake Loop Trail in Hinckley Reservation, and

WHEREAS, Cleveland Metroparks desires financial assistance under the Recreational Trails Program,

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

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

That Brian M. Zimmerman is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.

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

\_\_\_\_\_  
Bruce G. Rinker, President  
Board of Park Commissioners

**CERTIFICATE OF RECORDING OFFICER**

I, the undersigned, hereby certify that the foregoing is a true and correct copy of the resolution adopted by Cleveland Metroparks on the 19<sup>th</sup> day of March 2026, and that I am duly authorized to execute this certificate.

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

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

**POLICY STATEMENT**

**SUBJECT:** Trademark, Copyright, and Logo Usage Policy

**EFFECTIVE DATE:** ~~November 17, 2022~~ April 23, 2026

**I. PURPOSE**

The Board of Park Commissioners of the Cleveland Metropolitan Park District (Cleveland Metroparks) owns brands, marks, names, copyrighted materials, and logos which are very important organizational assets. See the attached Exhibit A which includes ~~all of Cleveland Metroparks’~~ a list of registered trademarks (including all service marks) and registered copyrights belonging to Cleveland Metroparks.

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

**II. ~~CLEVELAND METROPARKS’S TRADEMARK AND COPYRIGHT RIGHTS~~ OF CLEVELAND METROPARKS**

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

Identification of Cleveland Metroparks products or services is the sole permissible use of Cleveland Metroparks trademarks and logos. Only approved publication and/or use of Cleveland Metroparks copyrighted materials is permitted. The following is a non-exhaustive list of impermissible uses of Cleveland Metroparks trademarks, copyrighted materials, and/or logos:

- A. No Cleveland Metroparks trademark, copyrighted material, or logo may be incorporated into or used as part of a third party’s own logo, company name, product logo or otherwise.
- ~~A.B.~~ No Cleveland Metroparks copyrighted material may be reproduced by or incorporated into the creative content of a third party.
- ~~B.C.~~ No Cleveland Metroparks trademark or logo may be used in any way that is likely to be confusing, misleading or deceptive as to the true identity or source of products, services, materials, courses or programs.
- ~~C.D.~~ No mark that is misleadingly similar in design or appearance to any Cleveland Metroparks mark or infringes on Cleveland Metroparks trademark rights may be used.
- ~~D.E.~~ No Cleveland Metroparks trademark, copyrighted material, or logo may be used in any manner that is likely to disparage, dilute or negatively affect Cleveland Metroparks reputation.

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

**POLICY STATEMENT**

**SUBJECT:** Trademark, Copyright, and Logo Usage Policy

**EFFECTIVE DATE:** ~~November 17, 2022~~ April 23, 2026

~~E.F.~~ No Cleveland Metroparks trademark, copyrighted material, or logo may be used in a way that is likely to imply that the user, its products, or its services are endorsed by, sponsored or affiliated with Cleveland Metroparks, without written permission from Cleveland Metroparks.

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

### III. PROPER USE OF TRADEMARKS AND SYMBOLS

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

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

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

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

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

Correct: Cleveland Metroparks Emerald Necklace.

*Incorrect: Cleveland Metroparks’ Emerald Necklace.*

Trademarks must not be used in the possessive.

Correct: Cleveland Metroparks Emerald Necklace.

*Incorrect: Cleveland Metropark’s Emerald Necklace.*

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

Correct: “Cleveland Metroparks”

*Incorrect: “CMP.”*

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

**POLICY STATEMENT**

**SUBJECT:** Trademark, Copyright, and Logo Usage Policy

**EFFECTIVE DATE:** ~~November 17, 2022~~ April 23, 2026

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**IV. PROPER TRADEMARK AND COPYRIGHT ATTRIBUTION**

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

A.

Correct: Edgewater LIVE®

Incorrect: Edgewater LIVE ®

B. Use the appropriate trademark symbol. When referring to Cleveland Metroparks trademarks, use the “®” symbol in accordance with the status of the particular Cleveland Metroparks product or service if registered or ™ if not yet registered.

C. Use the trademark legend. In addition to applying the appropriate symbol to the trademark being used, third parties must attribute all Cleveland Metroparks Trademarks in an appropriate trademark legend. The legend may be printed in small print; however, it must be large enough to be legible. Permissible locations to place the legend include, but are not limited to, the end of a document, on the back of a package or on the bottom of a web page.

1. Use the following standard trademark legend in all material referencing any Cleveland Metroparks trademark:

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

D. Use the appropriate copyright symbol. When referring to Cleveland Metroparks copyrights, use the “©” symbol regardless of whether the copyrighted material has been registered and, when appropriate, the year of first publication. The location of the symbol will vary depending on whether the work is visual, audio, information technology, or other. Placement may be discussed with the Legal or Marketing Department(s).

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

**POLICY STATEMENT**

**SUBJECT:** Trademark, Copyright, and Logo Usage Policy

**EFFECTIVE DATE:** ~~November 17, 2022~~ April 23, 2026

E. Use the copyright legend. In addition to applying the appropriate symbol to the copyrighted material being used, third parties must attribute all Cleveland Metroparks copyrighted material in an appropriate copyright legend. The legend may be printed in small print; however, it must be large enough to be legible. Permissible locations to place the legend include, but are not limited to, the end of a document, on the back of a package or on the bottom of a web page.

1. Use the following standard copyright legend in all material referencing any Cleveland Metroparks copyrighted materials:

“This work is the registered copyrighted material of Cleveland Metroparks and is being used here with the permission of Cleveland Metroparks.”

**V. USE OF CLEVELAND METROPARKS LOGOS**

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

**VI. REGISTRATION OF CLEVELAND METROPARKS TRADEMARKS AND COPYRIGHTS**

Registering Cleveland Metroparks trademarks and copyrighted materials provides added legal protection to the trademarks and/or copyrighted materials. Trademarks and copyrighted materials should be registered when the assets are of high economic value or failure to register runs a significant risk of harm to Cleveland Metroparks or its reputation or a risk of unauthorized use. Registration should be conducted consistent with guidelines developed by the Legal and Marketing Departments. See Exhibit B for the current guidelines.

**~~VI.~~VII. THIRD PARTY USE OF CLEVELAND METROPARKS TRADEMARKS AND COPYRIGHTED MATERIALS**

A. Affiliates of Cleveland Metroparks, licensees, and other third parties are limited to specific, approved uses of Cleveland Metroparks trademarks and copyrighted materials consistent with the guidelines set forth at Exhibit B. Affiliates may not use any Cleveland Metroparks trademark as part of their own logo or company name or in third party advertising, product packaging, website or other promotional materials.

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

**POLICY STATEMENT**

**SUBJECT:** Trademark, Copyright, and Logo Usage Policy

**EFFECTIVE DATE:** ~~November 17, 2022~~ April 23, 2026

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

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

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

**POLICY STATEMENT**

**SUBJECT:** Trademark, Copyright, and Logo Usage Policy

**EFFECTIVE DATE:** ~~November 17, 2022~~ April 23, 2026

Cleveland Metroparks logos may be used only when licensed from Cleveland Metroparks. If a company or individual has a valid written license agreement in effect with Cleveland Metroparks, that company or individual must use the logo in accordance with the specifications described in the license agreement. Those guidelines are license specific, and will not be addressed in this general Policy. In the event that the terms of an individual license and this Policy conflict, the terms of the individual license shall govern. A logo licensee whose license does not describe limitations on use of the logo should follow the guidelines found in Section 2.

References:

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

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

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

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

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

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

[The Copyright Protection Act of 1976. 17 U.S.C. §§101-1511](#)

Replaces and Supersedes: Trademark and Logo Usage Policy, November ~~1730~~, 201722

Approved:

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

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

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

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

Exhibit A

Cleveland Metroparks Registered Trademarks and Copyrights

Registered Trademarks:

Trademark	Registration No.
	8065614
ADVENTUREKEYS	7499458
	7007390
CLEVELAND METROPARKS	4976036
CLEVELAND METROPARKS Logo 	5073941
CLEVELAND METROPARKS ZOO	4971516
	5219684

Trademark	Registration No.
	5317719
EDGEWATER LIVE	5043040
	5080262
EMERALD NECKLACE	5311752
MERWIN'S WHARF	5064955
	5078617
RED LINE GREENWAY	6660176
	6660177
WILD WINTER LIGHTS	6603732
WILD WINTER LIGHTS	6390144
	6603513

**Registered Copyrights:**

<b>Title of Work</b>	<b>Registration No.</b>
Tiger and Some Mistletoe	VAu 1-377-780
Tall is Calm	VAu 1-377-807
Not a Creature	VAu 1-377-774
Rhino Wonderland	VAu 1-377-914
The 100 Year Trail: A Centennial Celebration of Cleveland Metroparks	TX 9-423-358
Cleveland Metroparks Zoo Future for Wildlife	VA 2-454-312
From the Great Lakes to Puerto Rico The story of the Puerto Rican Crested Toad	In process

**Exhibit B**

**Trademark and Copyright Registration and Licensing Guidelines**



## Trademark and Copyright Registration and Licensing Guidelines

As set forth in Cleveland Metroparks Trademark and Logo Usage Policy, Cleveland Metroparks brands, marks, names, and logos are important organizational assets and are protected by law from improper third-party use. Likewise, original creative content, including photographs, artwork, writings, and software code, can have economic value for Cleveland Metroparks and is entitled to similar legal protection. These intellectual property ("IP") assets should be formally registered in certain circumstances to maximize the protections offered to Cleveland Metroparks. They should also be formally licensed whenever they are shared with third parties.

These guidelines set forth the approach staff should take to register trademarks and copyrighted work and the process by which trademarks and copyrighted work should be licensed when Cleveland Metroparks authorizes third party use.

### **REGISTRATION:**

#### **Trademarks**

##### **I. Definitions and Legal Protections:**

- a. **Definition:** A trademark is any word, phrase, symbol, design, or other device, alone or in combination, used to identify the source or origin of goods. Trademarks allow consumers to distinguish Cleveland Metroparks products and services from its competitors, fostering consumer loyalty and improving the efficiency of marketing through brand recognition.
  - i. A trademark identifies the source of a good or service that is sold. All trademarks must be associated with the sale of a good or service. In the case of Cleveland Metroparks, the service is typically park or zoo services.
  - ii. The trademark must be used in commerce, in other words, in connection with the selling of the good or service to which it is connected. If it is not yet used in commerce, discuss with legal whether it can yet be trademarked.
  - iii. A trademark can be a word mark, which simply protects a name like "Coca-Cola" or "Nike." It can also be a stylized mark, like the Nike Swoosh or McDonald's golden arches. Cleveland Metroparks has registered word marks, including "Cleveland Metroparks," and registered stylized marks, including the Leafman logo.
- b. **Legal Protections:**
  - i. Without registration, a trademark is protected in its geographic area (and any natural zone of expansion) simply by being the first mark used in commerce in connection with particular goods or services. These "common law" trademark protections are enforceable in state court.

- ii. With registration, the trademark gains nationwide protection subject only to any pre-existing common law use of the trademark by another party.
- iii. Initial trademark registration is for five years, with proof of use at the five-year mark extending protection to 10 years. The mark must be renewed every 10 years thereafter.

## II. **When to Register a Trademark:**

- a. Because the trademark process is extensive and can be expensive, trademarks should only be registered if you intend to use them in commerce for more than five years.
- b. Trademarks should be registered when they identify the source of a good or service, for instance, when they indicate a program comes from Cleveland Metroparks or a toy comes from the Cleveland Metroparks Zoo. They cannot be registered to protect a design for its creative content. For those types of creation, see the copyright section.

## III. **How to Register a Trademark:**

- a. Contact the legal department.
- b. You will need:
  - i. A digital file of your trademark if it is a stylized mark, and not just a word mark.
  - ii. A list of which classes of goods/services you would like to register your trademark in. A list of the classes of goods and services is attached here. Legal can assist you in identifying which classes are appropriate.
  - iii. A sample of your trademark in each class of goods/services.
    1. The sample must contain a copy of the trademark that is identical to the digital file. For instance, if your stylized mark is vertical and in color, your sample must contain the mark in vertical format and in color.
    2. The sample must not just use the trademark as part of a design, but must be used to show the source of the goods. For instance, for a shirt, a price tag or clothing tag with the trademark shows that the source of the shirt is Cleveland Metroparks, while a t-shirt with a big "Cleveland Metroparks" in script is simply advertising or highlighting Cleveland Metroparks and would not be considered an appropriate sample.
    3. The sample must be an actual item, not just a mockup of an item.
  - iv. Budget for the registration fees. The fee for trademark registration is \$350 for each class of goods/service in which you will register the trademark. The department that requests/principally uses the trademark will be responsible for paying for the trademark registration.
- c. Timing:
  - i. Initial registration:
    1. The sooner you register your trademark upon its use in commerce, the better protected it will be from other similar marks that show up outside the initial geographic area of use. It is best practice to register the trademark in the first month it is used in commerce.
    2. The registration process itself is relatively quick to complete, but Legal will need to work with you to ensure samples are appropriate. Thus, the Legal Department typically needs approximately one month from the time you contact the department to register the trademark.

3. Typically, within one to three months of submission, an examining attorney at the U.S Patent and Trademark Office ("USPTO") will review the submission. Sometimes, the examining attorney will seek additional information, which may extend the time for review by up to an additional three months.
  4. After the examining attorney has accepted the submission, the mark is published in the Trademark Official Gazette for thirty (30) days, which allows any party with a similar mark to object to its registration.
  5. If there are no objections, the mark will be registered shortly after the end of the thirty (30)-day publication period.
- ii. **Five-year Declaration of Use:** Five (5) years after your trademark is registered, you must file a Declaration of Use proving you are still using the mark in commerce. Legal will reach out to you in advance of this filing deadline, but it is best practice for you to calendar it as well. At this point, your trademark is considered incontestable.
  - iii. **Ten-year Declaration of Use and Application for Renewal:** Between years nine (9) and ten (10) after filing, you must file a Declaration of Use and Application for Renewal proving you are still using the mark in commerce and seek to renew registration for an additional ten (10) years. Legal will reach out to you in advance of this filing deadline, but it is best practice for you to calendar it as well.
  - iv. **10-year Declarations of Use:** Every ten (10) years thereafter, an additional Declaration of Use and Application for Renewal must be filed if the trademark is still in use.

## Copyrights

### I. **Definitions and Legal Protections**

- a. **Definition:** Copyrighted work is a creative expression in a fixed medium. It includes photographs, artwork, writings, musical compositions, and even software code. The work must be an original work of authorship and have a modicum of creativity. (Use of AI can impact whether a work is subject to copyright protection. Please discuss AI creations with the Legal Department.)
- b. **Legal Protections:**
  - i. Copyright protections automatically apply to creative content created in the United States, entitling the creator to six exclusive rights regarding their work:
    1. the right to reproduce
    2. the right to create derivative works
    3. the right to distribute copies or transfer ownership of the work
    4. the right to perform the work publicly
    5. the right to display the work publicly
    6. the right to perform the work publicly via digital audio transmission
  - ii. Before a legal proceeding can be brought to enforce or protect a copyrighted work, the work must be registered with the United States Copyright Office.
  - iii. Copyright protection is good for 95 years from the date of registration or 120 years from the date of creation, whichever is shorter.

**II. When to Register Copyrighted Work:**

- a. Because copyrighted work automatically receives protections under U.S. law, registering copyrighted work should be done only when the work is of particularly high value or is used in the public in such a way that it is at high risk of being copied in an unauthorized fashion.
- b. Copyrighted work should be registered if:
  - i. It is of high value or was expensive to create, e.g., a piece of software code that would be valuable to others;
  - ii. It is being presented to the public and is sufficiently appealing that it is likely to be copied, e.g., a t-shirt design that we think would be used by a competitor to create competing merchandise;
  - iii. It is a work of authorship that took a significant amount of time, e.g., a book.

**III. How to Register a Copyrighted Work:**

- a. Contact the Legal Department.
- b. You will need:
  - i. Two copies of the copyrighted work if it is in published form (e.g., two copies of a book) or a transferrable file if it is in digital form.
  - ii. Budget for the registration fees, which vary from \$45 – \$500, but typically are \$65 for a standard individual copyrighted work. The department that requests/principally uses the copyrighted work will be responsible for paying for the copyright registration.
- c. Timing:
  - i. The best protection for your copyright occurs if it is registered within three (3) months of being published.
  - ii. The registration process is relatively quick to complete, and the Legal Department can typically complete it in less than two weeks from the time you contact the department.
  - iii. The US Copyright Office can take anywhere from two to twelve months to process a registration.

**LICENSING:**

**I. When Should a Trademark or Copyrighted Work Be Licensed:** Whenever Cleveland Metroparks staff wants to share a Cleveland Metroparks trademark or copyrighted work, staff must formally license the use via a separate licensing agreement or as a part of another contract governing the relationship with the third party. If applicable, use of the trademark or copyrighted work must be consistent with the Cleveland Metroparks Trademark and Logo Usage Policy.

**II. Process for Licensing a Trademark or Copyrighted Work:**

- a. Step 1: Contact the department responsible for the trademark or copyrighted work and request approval for sharing the item.
  - i. For most trademarks and copyrights, the Marketing Department manages the item (e.g., Leafman Logo, Cleveland Metroparks Name, Zoo Logo, Cleveland Metroparks Zoo Name, 100 Years Book, etc.).

- ii. Some items, such as the ABCA logo or CHEERS logo, may be managed by another department.
- b. Step 2: Once you have received approval from the appropriate department:
  - i. Contact the Brand Advertising Director who will determine if the third party's use of the copyright or trademark requires a legal contract or an authorization letter from the Brand Advertising Director. Legal contracts shall be required when:
    - 1. Cleveland Metroparks is expending its own funds;
    - 2. The third party will be paying Cleveland Metroparks for use of the copyright or trademark;
    - 3. The copyright or trademark is being used on an item that will be sold by the third party;
    - 4. The use of the copyright or trademark by the third party runs a high risk of misuse, customer confusion, or negative impact to Cleveland Metroparks' reputation; or
    - 5. Other situations as discussed with the Legal Department.
  - ii. If a legal contract is required, either:
    - 1. Submit a contract request to the Legal Department for a license agreement, identifying the trademark or copyrighted work you wish to share, the purpose of sharing the mark/copyright, and the time period the third party is authorized to use the mark/copyright; OR
    - 2. Include the licensing as a component of another agreement governing the relationship (e.g., a project development agreement or affiliate agreement), and notify Legal by including it in the notes section of your contract request or sending a separate communication to the attorney responsible for the other agreement.

**Sources:**

- 1. Cleveland Metroparks Trademark and Logo Usage Policy, dated November 17, 2022
- 2. <https://guides.library.cornell.edu/copyright/copyright-101>
- 3. Michael J. Schwab, Acquiring Trademark Rights and Registrations, Practical Law Practice Note 2-505-1700 (West 2025).
- 4. <https://www.uspto.gov/trademarks>
- 5. <https://www.copyright.gov/>

**Attachment A:**

**International Trademark Classes**

**Goods**

Class 1 – Chemicals  
Class 2 – Paints  
Class 3 – Cosmetics and cleaning preparations  
Class 4 – Lubricants and fuels  
Class 5 – Pharmaceuticals  
Class 6 – Metal goods  
Class 7 – Machinery  
Class 8 – Hand tools  
Class 9 – Electrical and scientific apparatus  
Class 10 – Medical apparatus  
Class 11 – Environmental control apparatus  
Class 12 – Vehicles  
Class 13 – Firearms  
Class 14 – Jewelry  
Class 15 – Musical instruments  
Class 16 – Paper goods and printed matter  
Class 17 – Rubber goods  
Class 18 – Leather goods  
Class 19 – Non-metallic building materials  
Class 20 – Furniture and articles not otherwise classified  
Class 21 – Housewares and glass  
Class 22 – Cordage and fibers  
Class 23 – Yarns and threads

Class 24 – Fabrics  
Class 25 – Clothing  
Class 26 – Fancy good  
Class 27 – Floor coverings  
Class 28 – Toys and sporting goods  
Class 29 – Meats and processed foods  
Class 30 – Staple foods  
Class 31 – Natural agricultural products  
Class 32 – Light beverages  
Class 33 – Wines and spirits  
Class 34 – Smokers' articles

**Services**

Class 35 – Advertising and business  
Class 36 – Insurance and financial  
Class 37 – Building construction and repair  
Class 38 – Telecommunications  
Class 39 – Transportation and storage  
Class 40 – Treatment of materials  
Class 41 – Education and entertainment  
Class 42 – Computer and scientific  
Class 43 – Hotels and restaurants  
Class 44 – Medical, beauty and agricultural  
Class 45 – Personal and legal

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

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

Acting Chief Financial Officer

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

**Direct Disbursements** dated February 13, 2026 in the amount of \$113,489.03

**Printed Checks/EFT's** dated February 13, 2026 in the amount of \$3,469,236.14

**Printed Checks/EFT's** dated February 20, 2026 in the amount of \$934,021.35

**Direct Disbursements** dated February 27, 2026 in the amount of \$113,846.73

**Printed Checks/EFT's** dated February 27, 2026 in the amount of \$2,962,981.64

**Wire Transfers** dated March 6, 2026 in the amount of \$7,176.00

**Direct Disbursement** dated March 6, 2026 in the amount of \$5,952.49

**Printed Checks/EFT's** dated March 6, 2026 in the amount of \$2,055,576.45

**Net Payroll** dated January 25, 2026 to February 7, 2026 in the amount of \$1,581,323.19

**Withholding Taxes** in the amount of \$360,766.67

**Net Payroll** dated February 8, 2026 to February 21, 2026 in the amount of \$1,614,799.15

**Withholding Taxes** in the amount of \$368,340.32

**Bank Fees/ADP Fees** in the amount of \$26,867.60

**Cigna Payments** in the amount of \$817,551.91

**ACH Debits (First Energy; Sales Tax)** in the amount of \$287,397.46

**JP Morgan Mastercard** dated February 1, 2026 to February 28, 2026 in the amount of \$504,583.77

**OPERS** in the amount of \$1,221,860.13

**Total amount:** \$16,445,770.03

PASSED: March 19, 2026

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

President of The Board of Park Commissioners

\_\_\_\_\_

Chief Executive Officer

**RECOMMENDED ACTION:** That the Board of Park Commissioners approves **Resolution No. 26-03-036** listed above.