

**MINUTES OF THE
BOARD OF PARK COMMISSIONERS
OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
JANUARY 18, 2024**

The Board of Park Commissioners met on this date, Thursday, January 18, 2024, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

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

**JUDGMENT ENTRY FROM CUYAHOGA COUNTY PROBATE COURT
APPOINTING YVETTE M. ITTU AS A MEMBER OF THE BOARD OF PARK
COMMISSIONERS FOR THE TERM BEGINNING JANUARY 1, 2024 AND ENDING
DECEMBER 31, 2026.**

In the absence of Presiding Probate Court Judge Anthony J. Russo, Chief Legal and Ethics Officer Rosalina M. Fini administered the Oath of Office to Yvette M. Ittu as a member of the Board of Park Commissioners of the Cleveland Metropolitan Park District for the full term of three years, beginning January 1, 2024 and ending December 31, 2026.

A copy of the Judgment Entry, Doc. 141, Case No. 89032, is reflected on pages **100324** to **100328**. The bond, in the amount of Five Thousand Dollars (\$5,000), written by Merchants Bonding Company, and the Judgment Entry, were filed with the Auditor of Cuyahoga County, in accordance with the requirements of the law, as shown on pages **100329** to **100330**.

Yvette M. Ittu took the Oath of Office, thereby becoming a qualified member of the Board.

ORGANIZATION OF THE BOARD.

No. 24-01-003: It was moved by Yvette M. Ittu, seconded by Bruce G. Rinker and carried, that Dan T. Moore be nominated as President of the Board for 2024, and further, to nominate Yvette M. Ittu and Bruce G. Rinker as Vice Presidents of the Board for 2024; and further, to appoint Brian M. Zimmerman as Chief Executive Officer/Secretary and to serve in his official capacity on the boards of Destination Cleveland, Flats Forward, Northeast Ohio Sustainability Community Consortium, iHeartMedia Local Advisory Board, and Achievement Centers for Children; and further, to continue the appointment of Wade Steen as Chief Financial Officer/Treasurer.

Vote on the motion was as follows:

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

Nays: None.

APPOINTMENT OF LEGAL COUNSEL.

Pursuant to Article 5, Section 2(b) of the By-Laws, Request for Proposal #6611 was issued for legal services on October 8, 2021 for a term of one year with the ability for four (4), one-year renewals. A review of the proposals was conducted based upon the following categories: (1) Statement of Capability/Biographies; (2) Prior Work History; (3) Compensation/Billing Rate; and (4) Core Values. The firms listed below are recommended by staff. Two (2) one-year renewals under RFP #6611 are able to be exercised after 2024.

No. 24-01-004: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to appoint the following law firms for 2024:

1. **Thompson Hine LLP. General Legal Services** at the rate of \$295 per hour for attorneys and \$183 per hour for the time of non-lawyers, i.e., paralegals, law clerks and other non-lawyers.
2. **Employment & Labor & Ancillary Practice Areas**
 - a. **Zashin & Rich Co., LPA**
 - i. **Labor Relations & Employment** at the rate of \$270 per hour for partner-level attorneys; \$245 per hour for associate-level attorneys; and \$125 per hour for the time of non-lawyers, i.e., paralegals, law clerks and other non-lawyers; and,
 - ii. **Employment Defense Litigation** at the rate of \$270 per hour for partner-level attorneys; \$245 per hour for associate-level attorneys; and \$125 per hour for the time of non-lawyers, i.e., paralegals and law clerks. Disclaimer: Zashin & Rich agrees to perform this work at the agreed

APPOINTMENT OF LEGAL COUNSEL (cont.)

upon rate with the applicable carrier. Rate would also never exceed the agreed upon non-insurance CM/ZR rate; and,

- iii. **Workers' Compensation** at the rate of \$215 per hour for partner-level attorneys; \$165 per hour for associate-level attorneys; and \$110 per hour for the time of non-lawyers, i.e., paralegals, law clerks and other non-lawyers.

b. **Jackson Lewis**

- i. **Immigration, Privacy, Data & Cybersecurity** at the rate of \$270 per hour for partner-level attorneys; \$245 per hour for associate-level attorneys and \$125 per hour for the time of non-lawyers, i.e., paralegals and law clerks; and,
- ii. **Labor Relations & Employment** at the rate of \$270 per hour for partner-level attorneys; \$245 per hour for associate-level attorneys; and \$125 per hour for the time of non-lawyers, i.e., paralegals, law clerks and other non-lawyers; and,
- iii. **Employment Defense Litigation** at the rate of \$270 per hour for partner-level attorneys; \$245 per hour for associate-level attorneys and \$125 per hour for the time of non-lawyers, i.e., paralegals and law clerks. Disclaimer: Jackson Lewis agrees to perform this work at the agreed upon rate with the applicable carrier. Rate would also never exceed the agreed upon non-insurance CM/JL rate.

3. **Defense Litigation Counsel**

- a. **Mazanec, Raskin & Ryder Co., L.P.A.** at the rate of \$185 per hour for partners; \$165 per hour for associates; and \$115 per hour for the time of non-lawyers, i.e., paralegals, law clerks and other non-lawyers.

4. **McMahon DeGulis** for **environmental legal services** at the rate of \$250 per hour for partners; \$210 per hour for associates and \$170 per hour for the time of non-lawyers, i.e., paralegals, law clerks and other non-lawyers.

5. **Christina F. Londrico, Esq., LLC** for **criminal prosecution services** at the rate of \$80 per hour.

Vote on the motion was as follows:

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

Nays: None.

APPROVAL OF MINUTES.

No. 24-01-005: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve the minutes from the Regular Meeting of December 14, 2023, 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 Financial Officer, Wade Steen, presented a Comparative Summary of Revenues & Expenditures 2023 vs. 2022 Year-To-Date, and for the Month Ended December 31. Also provided is a Schedule of Accounts Receivable and Investments, which along with the Comparative Summary is found on pages **100313** to **100320**.

ACTION ITEMS.

- (a) **2024 Budget Adjustment No. 1**
(Originating Sources: Wade Steen, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

The following amendments are requested for Board approval:

CLEVELAND METROPARKS
Appropriation Summary - 2024

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #1 1/18/2024	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 70,457,162	\$ 3,669	\$ 70,460,831	\$ -	\$ -	\$ 70,460,831
52	Employee Fringe Benefits	21,396,109	543,837	21,939,946	-	-	21,939,946
53	Contractual Services	17,161,050	2,919,032	20,080,082	-	(29,567) A	20,050,515
54	Operations	31,109,745	3,793,826	34,903,572	-	29,567 B	34,933,139
	Operating Subtotal	140,124,067	7,260,364	147,384,431	-	-	147,384,431
CAPITAL							
571	Capital Labor	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	1,000,000
572	Capital Construction Expense	27,875,059	13,556,329	41,431,388	-	41,047,474 C	82,478,862
574	Capital Equipment	6,394,036	2,207,611	8,601,647	-	-	8,601,647
575	Zoo Animals	100,000	298	100,298	-	-	100,298
576	Land	2,500,000	110,632	2,610,632	-	-	2,610,632
	Capital Subtotal	37,869,095	15,874,871	53,743,966	-	41,047,474	94,791,440
TOTALS							
	Grand totals	\$ 177,993,162	\$ 23,135,235	\$ 201,128,397	\$ -	\$ 41,047,474	\$ 242,175,871

An explanation of adjustments, by category, can be found on pages **100321** to **100323**. The net effect of all adjustments is an increase of \$41,047,474 which is funded by increased revenue, donations, grants, or received but previously unappropriated funds.

No. 24-01-006: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve 2024 Budget Adjustment No. 1 for a total increase of \$41,047,474 as delineated on pages **100321** to **100323**.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)**(b) *Request for Approval to Amend Police Special Detail Fees in the 2024 Rates and User Fees***

(Originating Source: Wade Steen, Chief Financial Officer)

The 2024 Rates and User Fees Schedule approved on October 19, 2023 (Resolution No. 23-10-156) included ***Police Special Detail Fees for patron-reserved park events***. The new collective bargaining agreement between Cleveland Metroparks and the Fraternal Order of Police, Ohio Labor Council, representing the Cleveland Metroparks Police Officers amended the Police Special Detail Fees from \$45 to \$55 per hour for officers and \$65 per hour for supervisors.

No. 24-01-007: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve the Police Special Detail Fees from \$45 to \$55 per hour for officers and \$65 per hour for supervisors.

Vote on the motion was as follows:

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

Nays: None.

(c) *Designation of 2024 Legislative Consultant*

(Originating Source: Brian M. Zimmerman, Chief Executive Officer)

Background

It is beneficial for Cleveland Metroparks to retain legislative consulting services related to the State of Ohio to monitor State programs, laws, and initiatives that impact the Park District. Local government funding, state grants, workers' compensation, etc., represent examples of Ohio legislative policy which potentially affect Cleveland Metroparks.

Recommendation Re: Capitol Consulting Group, Inc.

During November and December of 2009, the Board interviewed potential legislative consulting groups, and on February 25, 2010, the Board awarded 2010 consulting services to Capitol Consulting Group, Inc., located in Columbus, Ohio and led by President Dan Jones.

In 1982, Mr. Jones began his career as an employee of the Ohio House of Representatives. In 1985, Mr. Jones embarked upon his lobbying career as Public Affairs Director for the Ohio Council of Retail Merchants. In 1989, the State's largest Blue Cross/Blue Shield plan (Community Mutual Insurance Company), hired Mr. Jones as Manager of Government Affairs. In 1990, Mr. Jones was recruited to serve as Legislative Liaison for Governor George Voinovich. After leaving the Governor's office in 1992, Mr. Jones formed Capitol Consulting Group, Inc. where he has served the interests of a variety of private, corporate and association clients in the following: health care, manufacturing, agriculture, waste, construction, telecommunications and service industries.

ACTION ITEMS (cont.)

Dan Jones is a graduate of The Ohio State University where he earned the following degrees: Bachelor of Science in International Business, Bachelor of Arts in Russian Language and a Master of Business Administration.

Having worked successfully with Mr. Jones since 2010, staff has concluded that Capitol Consulting Group would continue to be effective in representing Cleveland Metroparks. Capitol Consulting has submitted a fee proposal and scope of work for professional services to commence January 1, 2024, payable in installments of \$2,750 per month, for an annual fee of \$33,000.

No. 24-01-008: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to execute an agreement with Capitol Consulting Group, Inc., in form acceptable to the Chief Legal and Ethics Officer, for legislative consultant professional services from January 1, 2024 through December 31, 2024, at the rate of \$2,750 per month, for a total annual fee of \$33,000.

Vote on the motion was as follows:

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

Nays: None.

(d) ***Amendment No. 1 – Contract #1615 – Professional Services Agreement – Wendy Park Nature-Based Shoreline Protection – Lakefront Reservation***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Michele Crawford, Project Development Manager)

Background

On November 10, 2021, Cleveland Metroparks entered into a contract with KS Associates, Inc. (“KS”) pursuant to RFQu #6586 (to be amended to RFQu #6447) for professional design services for the Wendy Park Shoreline Protection Improvements (“Project”). In 2022, through grant funding from the Ohio Department of Natural Resources (“ODNR”) Office of Coastal Management, Cleveland Metroparks worked with KS and subconsultant GEI Consultants Inc. (“GEI”) to complete the design, permitting and probable construction cost estimates for the Project. The Rivers and Lake Fund provided the required grant match. Since 2022, the final design has been completed and construction is planned to begin in early 2024 which will be partially funded through a recently received grant from the National Oceanic and Atmospheric Administration (“NOAA”) for \$150,000. The final stages of construction will host a site for contractor training led by ODNR.

The contract with KS for site development, preliminary design, coastal and waterway permit application, coordination, and final design was established at \$37,978.

ACTION ITEMS (cont.)

Amendment No. 1

KS was requested to provide a proposal for additional services to include bidding, construction, and closeout phase services. KS is prepared to continue to coordinate with the selected contractor and Cleveland Metroparks through Project completion.

Proposal Analysis

A proposal was requested from KS to continue professional services for the Project scope as described above. KS’s proposed not-to-exceed cost of \$37,946 will cover the following scope items:

Scope of Services	Fee
Task 6	
6.1 Bidding Phase Services	\$ 9,896
6.2 Construction Phase Services	\$23,838
6.3 Project Closeout	\$ 4,212
Scope of Services Total for Amendment No. 1	\$37,946
Previous Contract Amount	\$37,978
NEW Scope of Services TOTAL	\$75,924

No. 24-01-009: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to execute Amendment No. 1, as per RFQu #6447, with **KS Associates, Inc.**, for professional services as summarized above, for an additional not-to-exceed amount of **\$37,946, resulting in a total revised contract amount not-to-exceed \$75,924** for professional design services as outlined above in a form acceptable to the Chief Legal and Ethics Officer, pursuant to a proposal dated November 16, 2023.

Vote on the motion was as follows:

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

(e) ***Cleveland Harbor West Pier Repair and Improvements: Memorandum of Agreement*** (Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Andrew Stahlke, Project Developer)

Background

The Department of the Army (the “Federal Government”) owns the Cleveland Harbor West Pier (“West Pier”) which extends from Wendy Park on Whiskey Island north to the historic former United States Coast Guard Station (“USCG Station”) along the Cuyahoga River. The West Pier and USCG Station are publicly accessible via a pedestrian walkway atop the West Pier.

ACTION ITEMS (cont.)

The Federal Government, represented by the U.S. Army Corps of Engineers (“USACE”), intends to repair the approximately 1,320 foot long West Pier structure beginning in the Spring of 2024. The work will include removal of existing fencing, asphalt topping, and concrete curbing, followed by installation of a new concrete cap and concrete-filled steel sheet piling (the “Project”).

No electrical, data, water, or sewer service currently exists at the USCG Station, limiting its use as a public facility. No viable pipes or conduits currently exist to provide such utility services. Cleveland Metroparks desires to have infrastructure installed along the portion of the West Pier that is disconnected from land (approximately 600 feet) in order to provide for potential future utility service to the USCG Station.

Cleveland Metroparks wishes to partner with the Federal Government via a Memorandum of Agreement (“MOA”). The MOA will allow the USACE to add utility related infrastructure and new fencing along the West Pier to the scope of the Project, with the costs for these items to be paid by Cleveland Metroparks. USACE and Cleveland Metroparks will work together to include these specific improvements (utility infrastructure and fencing) in the design documents and in Project construction. In order to allow the process with the Federal Government to advance, a starting point estimate of \$350,000 will be included in the agreement. If the amount necessary increases, then staff will return to the Board following procurement policy.

No. 24-01-010:

It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to enter into a Memorandum of Agreement and/or other associated agreement(s) with the **Department of the Army** for the Cleveland Harbor West Pier Repair and Improvements Project **in an amount not to exceed \$350,000** and any other documents/agreements as may be necessary to effectuate the above, in form(s) 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.)

- (f) *Award of Single Source #6825 – Heritage Boat Docks Collision Repair*
(Originating Sources: Sean McDermott, Chief Planning & Design Officer/Seth Keller,
Project Manager)

Background

On October 15, 2020, Cleveland Metroparks entered into a Construction Manager at Risk contract with Schirmer Construction, LLC (“Schirmer”) as a result of RFQu #6502 for Heritage 1 Boat Slips, Canal Basin Park, Ohio & Erie Canal Reservation; and Rivergate Park Boat Slips, Merwin’s Wharf, Ohio & Erie Canal Reservation. Schirmer has completed their work under Contract Amendment No. 1, Contract Amendment No. 2, and Contract Amendment No. 3 and the project has since been declared substantially complete.

On August 23, 2023, an incident at the newly constructed boat docks at Heritage Park took place. The M/V American Courage came up against the new docks while backing down the Cuyahoga River and caused damage. Since the damage, Cleveland Metroparks staff along with the design engineer of the project (KS Associates) performed an initial inspection and documented the damage. Once a scope of work was established to repair the damage, Schirmer provided an estimated cost to complete the work.

The damage to the docks occurred while the docks were still under the warranty period provided in the contract with Schirmer. In order to preserve the warranty with Schirmer, it is prudent and necessary that Schirmer perform the required repair work. That stated, finalization of arrangements with the insurance carrier covering the cost of the loss are underway.

Dock Repair Summary

After inspection of the damaged docks, it was determined eight (8) of the docks would require removal from the water and repair/replacement. To remove the docks, the pavers, waterline, and electrical conduit would need removed and disconnected. Additionally, Schirmer will need to establish access to the docks to get their equipment in to perform the repairs. In doing so the established vegetation will be damaged along with removal and replacement of planted trees will be required.

Once the preparatory work is completed, docks will be removed and replaced. Four (4) of the dock piles will be removed from the Cuyahoga River and new piles will be driven while the docks fabrication is taking place. Once the docks are re-installed the final connections for the repaired waterlines and electrical conduit can be made. The contractor will repair any damaged walkways and restore disturbed areas from the temporary site access. The scope of work and costs are outlined below:

ACTION ITEMS (cont.)

LINE NO.	DESCRIPTION	QTY	UNIT	TOTAL COST
PREPARATORY WORK				
1	REMOVE CONCRETE PAVERS AND CLEATS	817	SF	\$ 4,968.00
2	STORE PAVERS AND CLEATS	1	LS	\$ 1,066.00
3	TEMPORARY SAFETY SIGNAGE	1	LS	\$ 309.00
4	ELECTRICAL - TEMPORARY DISCONNECT	1	LS	\$ 8,735.00
5	PLUMBING - TEMPORARY DISCONNECT	1	LS	\$ 3,400.00
6	REMOVE EXISTING TREES IN CONFLICT	2	EA	\$ 400.00
STRUCTURAL REPAIRS				
7	CONSTRUCT TEMPORARY ACCESS RAMP	1	LS	\$ 12,052.00
8	SALVAGE PILE CAPS	4	EA	\$ 200.00
9	50TN CRANE TO PULL DOCKS	8	EA	\$ 18,691.00
10	TRANSPORT DOCKS TO FABRICATOR	1	LS	\$ 1,400.00
11	SECURE REMAINING DOCKS FOR WINTER	1	LS	\$ 4,288.00
12	STRUCTURAL REPAIRS BY FABRICATOR	3	EA	\$ 32,550.00
13	ADDITIONAL REPAIRS, AS NECESSARY (FLOATS & FENDERS)	5	EA	\$ 43,942.00
14	TRANSPORT DOCKS TO SITE	1	LS	\$ 1,400.00
15	GEO GRADEL MOBILIZATION & DE-MOBILIZATION	1	LS	\$ 74,775.00
16	EXTRACT EXISTING PILES	4	EA	\$ 72,505.00
17	SET REPAIRED DOCK SECTIONS INTO RIVER	8	EA	\$ 35,720.00
18	DRIVE NEW PILES	4	EA	\$ 80,435.00
19	REMOVE TEMPORARY ACCESS RAMP	1	LS	\$ 7,036.00
20	ELECTRICAL - RE-CONNECT SYSTEM	1	LS	\$ 19,602.00
21	PLUMBING - RE-CONNECT SYSTEM	1	LS	\$ 7,102.00
22	REINSTALL CONCRETE PAVERS AND CLEATS	817	SF	\$ 14,042.00
23	REINSTALL PILE CAPS	4	EA	\$ 400.00
24	INSTALL NEW TREES TO REPLACE REMOVED	2	EA	\$ 2,801.00
25	SITE RESTORATION - 6" CONCRETE WALK	500	SF	\$ 13,382.00
26	SITE RESTORATION - TOPSOIL AND SEED	1	LS	\$ 5,144.00
INCIDENTALS				
27	SUPERVISION	1	LS	\$ 4,004.00
28	FUEL	1	LS	\$ 2,170.00
29	MOBILIZATION	1	LS	\$ 5,348.00
30	FACILITIES	4	MNTH	\$ 500.00
31	SURVEY & LAYOUT	1	LS	\$ 3,896.00
COST OF WORK				\$ 482,262.13
GENERAL ALLOANCE (5.00%)				\$ 24,113.11
SECTION TOTAL				\$ 506,375.23
GENERAL CONDITIONS FEE (7.20%)				\$ 34,722.87
CMR FEE (3.50%)				\$ 16,879.17
TOTAL COST				\$ 557,977.28

No. 24-01-011:

It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to enter into a contract with Schirmer Construction LLC for services described above, to authorize and agree to oblige these funds in a sum of \$557,977.28, until reimbursement is received under the terms and conditions of the insurance claim; and further, that the Board authorize the Chief Executive Officer to enter into an agreement and execute any other documents as may be required to execute the contract and complete the repairs; form of document(s) 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.

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

No. 24-01-012: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to authorize the following awards:

- (a) **RFP #6710:** **Management Services for Manakiki Banquet/Conference Facility Catering Operations & Golf Clubhouse Food Services/Snack Bar** (see page **100298**);
- (b) **Bid #6814:** **Wendy Park Nature Based Shoreline Protection – Lakefront Reservation** (see page **100299**);
- (c) **Single Source #6820:** **One (1) Used 2020 Jacobsen HR700 Mower** (see page **100301**);
- (d) **Single Source #6821:** **2024 Marine Fuel** (see page **100302**);
- (e) **ODOT and Sourcewell Co-Op #6822:** **Three (3) New 2024 John Deere 5075E Cab Utility Tractors with Loader** (see page **100303**); and,
- (f) **Single Source #6823:** **Student Conservation Association Conservation Corps Trail Crew** (see page **100304**).

Vote on the motion was as follows:

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

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

RFP #6710 SUMMARY: **MANAGEMENT SERVICES FOR MANAKIKI BANQUET/CONFERENCE FACILITY CATERING OPERATIONS & GOLF CLUBHOUSE FOOD SERVICES/SNACK BAR**

Background

On October 19, 2023, pursuant to Board Resolution No. 23-10-160, the Board approved a new three-year contract with Dino’s Catering, Inc. (“Dino’s”) for management of the Manakiki banquet/conference facility from May 1, 2024 through April 30, 2027. The resolution approved by the Board reflected capital investments of \$50,000 per year for each year of the agreement, for a total of \$150,000. Dino’s proposal in response to Request for Proposals #6710, however, proposed a total three-year capital investment of \$50,000.

Staff recommends that the Board amend Board Resolution No. 23-10-160 to accurately reflect Dino’s proposal, set forth below:

	2024-25	2025-26	2026-27	Three-Year Total
<i>Guaranteed Payment</i>	\$120,000	\$120,000	\$120,000	\$360,000
<i>Additional Payment</i>	10% of Adjusted Gross Receipts of any sales in excess of \$1,200,000	10% of Adjusted Gross Receipts of any sales in excess of \$1,200,000	10% of Adjusted Gross Receipts of any sales in excess of \$1,200,000	
<i>Capital Investment</i>	\$50,000			\$50,000
<i>Total Value to Cleveland Metroparks</i>				\$410,000

Should Cleveland Metroparks, in its sole discretion, decide to extend the agreement beyond 2027, Dino’s has proposed an annual remittance of \$130,000 per year and total capital investment of \$50,000 beginning May 1, 2027.

RECOMMENDED ACTION:

That the Board amend Board Resolution No. 23-10-160 to approve a Management Services Agreement with **Dino’s Catering, Inc. d/b/a Dino’s at Manakiki, LLC** for Manakiki Banquet/Conference Facility Catering Operations & Golf Clubhouse Food Services/Snack Bar with a term of three (3) years commencing on May 1, 2024 and ending on April 30, 2027, both dates being inclusive, with the option to extend the Agreement for up to an additional three (3) years at the sole discretion of Cleveland Metroparks, *i.e.*, May 1, 2027 through April 30, 2030, with a **total three-year remittance of \$360,000 (\$120,000 per year), and a total of \$50,000 for capital investments**, and, further, that the Board authorize the Chief Executive Officer to execute the Management Services Agreement in a form approved by the Chief Legal & Ethics Officer.

(See Approval of this Item by Resolution No. 24-01-012 on Page 100297)

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)**BID #6814 SUMMARY: **WENDY PARK NATURE BASED SHORELINE PROTECTION – LAKEFRONT RESERVATION****

(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Michele Crawford, Project Development Manager/Seth Keller, Project Manager)

Background

Wendy Park is a 22-acre public greenspace located within the Lakefront Reservation on Lake Erie at the mouth of the Cuyahoga River. Cleveland Metroparks has managed the park since 2014 and staff has documented significant erosion along the shoreline at the park. Since 2017, greater than 10 feet of shoreline loss has been documented. This erosion affects water quality by contributing to increased sediment loads and accumulating debris on the shoreline. Additionally, the erosion threatens park infrastructure. Wendy Park is a popular destination for water and nature-enthusiasts and in 2019 recorded over 343,000 visitors. Wendy Park is comprised largely of fill material and past land management included mowed edges and lack of shoreline buffers and stabilization. As a result of these historical influences coupled with recent high lake levels, the shoreline has experienced significant erosion. This project will stabilize this section of shoreline using a nature-based design to protect the shoreline and to provide a buffer from future storm events and high-water levels.

In 2022, through grant funding from the Ohio Department of Natural Resources (“ODNR”) Office of Coastal Management, Cleveland Metroparks worked with consultants KS Associates and GEI Consultants, Inc. to complete the design, permitting and probable construction cost estimates for the project. The Rivers and Lake Fund provided the required grant match. Construction will be partially funded through a recently received grant from the National Oceanic and Atmospheric Administration (“NOAA”) for \$150,000, and the final stages of construction will be a site for contractor training led by ODNR.

The Wendy Park Nature Based Shoreline Protection Project (“Project”) was released for bid with bids due on December 20, 2023.

Wendy Park Nature Based Shoreline Protection Scope of Work

The Project consists of installing nature-based shoreline protection measures along approximately 469.5 linear feet of shoreline, including the placement of 1,110 cubic yards of sand for beach restoration and 400 cubic yards of earth fill to support vegetation along the landward edge of the restored beach. To provide additional stability to the restored beach, 760 tons of ODOT Type A Armor Stone and 125 feet of coir fiber block stabilization will be used along the landward edge of the restored beach, along with 1,700 tons of 1- to 2-ton Toe Stone along the water line and 30 feet offshore. Native seed and temporary grass cover seeding covering 0.27 and 0.06 acres, respectively, will be planted over the new fill. Native plant plugs will be installed through 60 square yards of erosion control double-mat near the gaps in the offshore toe stone. The existing driftwood along the shoreline will be removed prior to fill placement and reinstalled and anchored afterwards to reduce run-up over the restored beach face.

Bid Results

On December 20, 2023, the following sealed bids were received for Bid #6814-Wendy Park Nature Based Shoreline Protection, in the Lakefront Reservation. Five (5) bids were received for the Project. The Engineers’ Estimate for this work was \$464,100.

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

Vendor	Bid Total
Eclipse Co., LLC	\$472,421.00
Geo Gradel Co.	\$421,138.50
Mark Haynes Construction, Inc.	\$417,762.00
Shoreline Contractors LLC	\$463,701.92
The Great Lakes Construction Co.	\$544,211.61

Bid Analysis

Staff performed a review of the bid results with the design consultant KS Associates. Mark Haynes Construction, Inc. (“Haynes”) has recent project experience with shoreline restoration work for the City of Euclid and for the Ohio Department of Natural Resources. Additionally, Haynes has performed work for Cleveland Metroparks in the recent past and successfully completed those projects. Haynes is in Norwalk, Ohio and has been in business since 1999, specializing in grading and shoreline erosion control.

Furthermore, due to the unique nature of the work on an active and dynamic shoreline, staff is recommending the addition of a \$30,000 owner allowance included in the contract in order to allow for modifications or additions to the contemplated work.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with Mark Haynes Construction, Inc. as the lowest and best bidder for Bid #6814-Wendy Park Nature Based Shoreline Protection, Lakefront Reservation in a **not to exceed amount of \$447,762** as reflected above and inclusive of a \$30,000 owner allowance. In the event the bidder cannot satisfy the bid, the project 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 requirements of the bid. The form of the contract shall be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 24-01-012 on Page 100297)

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

SINGLE SOURCE #6820 SUMMARY: ONE (1) USED 2020 JACOBSEN HR700 MOWER for Golf

Item	2020 Used Jacobsen HR700 Mower
Department	Golf
New unit base cost-plus accessories, includes delivery	\$92,500
Description	14” cutting width, 192.5 hours, and all standard equipment with a one (1) year parts warranty, as per quote dated on December 8, 2023
Total Order	\$92,500

*Note: Other used mowers were researched from UGATE and Tractor Pool, however, either the mowers were older and/or had more engine hours.

RECOMMENDED ACTION:

That the Board approve the purchase of one (1) used 2020 Jacobsen HR700 mower, equipped as specified in the above summary, as per Single Source #6820, from **Baker Vehicle Systems, for a total cost of \$92,500.**

(See Approval of this Item by Resolution No. 24-01-012 on Page 100297)

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

SINGLE SOURCE #6821 SUMMARY: **2024 MARINE FUEL** for resale at East 55th, Emerald Necklace and Wildwood Marinas

HIGHLIGHTS AT A GLANCE
2023 Expenditure - \$328,395.64
2024 Estimate - \$500,000.00

Background

Since 2014, Cleveland Metroparks has purchased marine fuel for resale (87 Conventional without lead or ethanol) for East 55th Marina from Great Lakes Petroleum. Cleveland Metroparks added that service at Emerald Necklace Marina in 2016 and Wildwood Marina in 2020.

Great Lakes Petroleum provides a high-quality additive called ValvTect, which is an industry leader in fuel additives for marine engines. Boaters recognize that utilization of ValvTect products prevents ethanol/gasoline related problems by keeping moisture in suspension and preventing bacteria and other microbiological growth. This, in turn, improves engine performance, reduces fuel consumption, and minimizes harmful exhaust emissions.

Research by Cleveland Metroparks staff found an overwhelming majority of Great Lakes boaters prefer to purchase and utilize fuel with the ValvTect additives to keep their engines sound and free from failure. ValvTect’s strict regulations for its product causes it to limit its suppliers to be sure that those it authorizes can maintain its standards.

ValvTect can only be sold by Certified ValvTect Marine Fuel Distributors that meet strict quality control specifications when adding this product to 87 Conventional Fuel without lead or ethanol. There are several fuel distributors in Ohio; however, Great Lakes Petroleum is the only distributor in the City of Cleveland that holds the ValvTect certification. Cleveland Metroparks will follow the pricing set by OPIS (Oil Price Information Service), which is the oil industry index used to verify base prices submitted by suppliers and will hold the additive cost per gallon at ±\$0.04.

Cleveland Metroparks staff recommend continuing the purchase and supply of marine fuel with the ValvTect additive from Great Lakes Petroleum.

RECOMMENDED ACTION:

That the Board authorize the purchase of 87 Conventional Fuel without lead and ethanol that has been treated with ValvTect marine-additive products as per Single Source #6821, as noted in the summary above, to be supplied on an as needed basis for the 2024 boating season, from certified distributor **Great Lakes Petroleum**, for a **total cost not to exceed \$500,000**, for dispensation/resale at the East 55th, Emerald Necklace and Wildwood Marinas. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 24-01-012 on Page 100297)

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

ODOT AND SOURCEWELL CO-OP #6822 SUMMARY:
**THREE (3) NEW 2024 JOHN DEERE 5075E CAB UTILITY TRACTORS WITH
 LOADER** for Brookside, Hinckley, and Ohio & Erie Canal Reservations

Item	2024 John Deere 5075 Tractor
Department	Brookside, Hinckley, and Ohio & Erie Canal Reservations
New unit base cost-plus accessories, includes delivery	\$75,005.40
Description	Equipped with: 75 HP John Deere engine, heated cab, seven (7) foot boom mounted front blade, 30193707 and 30193757, in full cooperation with ODOT Cooperative Contract #207-23 and Sourcewell Cooperative Contract #082923-DAC
Total Order x3	\$225,016.20

RECOMMENDED ACTION:

That the Board approve the purchase of three (3) new 2024 John Deere 5075E tractors, equipped as specified in the above summary, as per ODOT and Sourcewell Co-Op #6822, from **Polen Implement, for a total cost of \$225,016.20**, in full utilization of the ODOT Purchasing Program, contract number 207-23 and Sourcewell Purchasing Program, contract number 082923-DAC.

(See Approval of this Item by Resolution No. 24-01-012 on Page 100297)

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)**SINGLE SOURCE #6823 SUMMARY: **STUDENT CONSERVATION ASSOCIATION
CONSERVATION CORPS TRAIL CREW****

(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Jim Rodstrom, Director of Construction)

Background

The Student Conservation Association (SCA) conducts and maintains conservation corps programs across the United States for the purpose of providing educational and hands-on conservation and natural resource management opportunities. The proposed SCA crew will consist of four members and a working crew leader, all provided by SCA. The crew will perform meaningful and necessary work that corresponds with expansion and rehabilitation plans for revitalizing Cleveland Metroparks trails. Projects for this crew will consist of trail construction and rehabilitation, natural resource enhancements, and general trail management. This program will result in cost savings to the Park District by removing the need for contracted work crews, trail construction contractors, and other intermittent employees the Trails Division has utilized in the past.

Following the success of a similar program throughout the 2023 season, the Trails Division looks to continue this model of workforce to optimize trail construction and maintenance efforts. Trails Fund grants and donations have been identified as the primary funding source for this program.

The scope of services for this agreement includes the following:

1. The recruitment, hiring, and training of a qualified Crew Leader to manage the Crew, implement the program, and to recruit participants to become Crew members.
2. Managing SCA Crew Leader and Crew to carry out project work as assigned for a 26-week term commencing in early May 2024 with a contract completion date of November 2024.
3. Providing all work gear, uniforms, and personal protective equipment required for assigned projects. In addition, daily transportation vehicles and associated costs are included.
4. Providing and maintaining all administrative requirements and records for the Crew and Crew Leader.
5. Satisfying all Risk Management, Workers Compensation, Health Insurance, and pre-employment background check contract requirements.

Recommendation

SCA has proposed project deliverables and has provided a program cost of \$182,714.58 to hire, train, and administer a conservation corps trail crew consisting of a Crew Leader and four Crew Members for a 26-week term encompassing the entire 2024 prime trail building season. SCA is the only professional trail building organization with this type of program in place in this region

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

of the United States. They have been organized and operating as a non-profit for 67 years and are recognized as a national leader in conservation, sustainability, and community program development.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with the Student Conservation Association for Single Source #6823, Student Conservation Association Conservation Corps Trail Crew in the amount of **\$182,714.58**. Form of contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 24-01-012 on Page 100297)

GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 1/18/24)

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:

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Wetland mitigation credits at the Grafton Swamp Wetlands Mitigation Bank at South Chagrin Reservation.	The Nature Conservancy	\$32,500.00	(7)
Executive life insurance program.	Pacific Life Insurance Company	\$48,750.00	(7)
Environmental Site Assessment (ESA) for the Bedford Land Bank (Viaduct Park) at Bedford Reservation; additional services.	National EC Services, Inc.	\$1,700.00 20,537.00 <u>6,647.00</u> \$28,884.00	(7)
2024 equipment purchases, rentals, and services for various locations.	Ohio Cat	\$75,000.00	(2)
2024 fuel infrastructure, maintenance inspection, and installations for various locations.	Collins Equipment Corp.	\$75,000.00	(2)
2024 shipping charges for various locations.	UPS Stores	\$75,000.00	(2)
Automotive fluids and lubricants to be supplied on an “as needed” basis for a one (1) year period beginning May 1, 2023 through April 30, 2024; additional products.	Four-O Corporation	\$50,000.00 <u>25,000.00</u> \$75,000.00	(3)
Three (3) new 2024 Xerox Altalink C8170, C8145, and C8135 multifunction color copiers for Administration Building.	ComDoc, Inc.	\$32,397.90	(3)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Cyber liability insurance for 2024.	Willis Towers Watson	\$25,862.00	(7)
2024 copier maintenance agreement (cost-per-copy program) for various Xerox copiers for various locations.	ComDoc, Inc.	\$50,000.00	(2)
2023 Cuyahoga County prisoner holding cost.	Cuyahoga County Treasurer	\$41,500.00	(3)
Annual law enforcement policy manual and daily training bulletins, supplemental manual, and procedures for a three (3) year agreement from 2024 through 2026.	Lexipol, LLC	\$74,761.15	(2)
Professional engineering services to review Brookside Reservation pump station.	CTI Engineers, Inc.	\$37,100.00	(7)
2024 Police uniform apparel.	Galls	\$75,000.00	(7)
Legal advertisements with the Cleveland Plain Dealer and Cleveland.com for a one (1) year period beginning February 1, 2024 through January 31, 2025.	Advance Ohio Media, LLC	\$50,000.00	(3)
Window cleaning services for a two (2) year period beginning January 1, 2024 through December 31, 2025 for various locations.	The Mobile Tint Pro LLC	\$75,000.00	(7)
Deer processing services for a one (1) year period beginning January 8, 2024 through January 7, 2025.	Duma Deer Processing, LLC	\$54,000.00	(7)
One (1) new 2024 Ventrac 4520N tractor for Ohio & Erie Canal Reservation.	Mast Lepley Silo Inc.	\$42,770.00	(2)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Point Bland body armor and Guardian carriers for Police.	Galls	\$50,000.00	(2)
Professional services for Sleepy Hollow Clubhouse restroom renovations at Brecksville Reservation.	Patton Painting Inc.	\$44,705.00	(7)
Various disposables (non-bid) for 2024 for various Enterprise locations.	Sysco Food Services	\$50,000.00	(3)
Professional services for Rivergate Flats Industrial Railroad Greening – Phase 2 Grading; includes labor and equipment, at Ohio & Erie Canal Reservation.	F. Buddie Contracting, Ltd.	\$47,650.00	(7)

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

- (1) “**BID**” – Formal bid invitations sent and advertised in *The Plain Dealer* 15 days preceding the bid opening.
- (2) “**COOPERATIVE**” – Purchased through cooperative purchasing programs i.e. – State of Ohio, OMNIA, etc.
- (3) “**SINGLE SOURCE**” – Purchased from one source as competitive alternatives are not available.
- (4) “**PROPRIETARY**” – Products purchased for resale directly from the brand’s manufacturer.
- (5) “**PROFESSIONAL SERVICE**” – Services of an accountant, architect, attorney at law, physician, professional engineer, construction project manager, consultant, 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.

**CONSTRUCTION CHANGE ORDERS OR AMENDMENTS TO
PROFESSIONAL SERVICE CONTRACTS (1/18/24)**

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

I. “Amendment to Professional Service Contract. For professional service contracts greater than \$75,000, the CEO is not authorized to enter into any amendment to professional services or other special services agreement, without prior approval of the Board in each instance, except that the CEO is authorized to enter into amendments to professional services and other special services agreements for additional fees, without prior approval by the Board in each instance, where the additional fees for the agreement by the CEO pursuant to this Section, are less than THE LESSER OF: (i) \$75,000, or (ii) ten percent (10%) of the total cost of the agreement at the time of the amendment. Each amendment by the CEO under this Section shall be reported to the Board at the next meeting of the Board following the execution of said amendment. The aggregate value of all amendments authorized by the CEO shall not exceed fifty percent (50%) of the original contract value without prior approval of the Board. If the Board approves a revised contract value, then the aggregate value of all change orders issued after Board approval of the revised contract value shall not exceed fifty percent (50%) of the revised contract value without additional approval of the Board,” the following is provided:

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>
<u>Barge No. 225 Modifications and Relocation to Wildwood Park, Euclid Creek</u> Contract Amount: Original Amount: \$167,500.00 Amendment No. 1 Amount: \$43,200.00 Amendment No. 2 Amount: \$9,900.00 Revised Contract Amount: \$220,600.00	Additional services to remove existing steel pile spuds at North Coast Harbor	PE Limited	#2

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES; GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED; CONSTRUCTION CHANGE ORDERS.

The following were presented to the Board for award/acknowledgment: bid/RFP/co-op/single source tabulations, as shown on pages **100297** through **100305**; \$25,000 to \$75,000 purchased items/services report, pages **100306** through **100308**; and construction change orders, page **100309**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 24-01-001: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve vouchers, net payroll, employee withholding taxes, and procurement card charges, as identified on pages **100331** to **100478**.

Vote on the motion was as follows:

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

Nays: None.

No. 24-01-002: It was moved by Vice President Rinker, seconded by Vice President Ittu and carried, to approve JP Morgan Mastercard-Arborwear dated December 1, 2023 to December 31, 2023 in the amount of \$327.86, as identified on pages **100479** to **100480**.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Abstained: Mr. Moore.

Nays: None.

PUBLIC COMMENTS.

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

INFORMATION/BRIEFING ITEMS/POLICY.

- (a) ***RAISE East Side Trails Project Update***
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/
Sara Byrnes Maier, Principal Planner/Josiah Denson, Planner)*

Cleveland Metroparks was awarded \$950,000 from the U.S. Department of Transportation's Rebuilding American Infrastructure with Sustainability and Equity Program ("RAISE") for its RAISE Cleveland Bicycle and Pedestrian Planning application in November 2021. The application was submitted in partnership with the City of Cleveland and Cuyahoga County, and was derived from the Cuyahoga Greenways Plan.

Now known as the 2023 RAISE East Side Trails, the project entails full design of two trails: the Slavic Village Downtown Connector Phase 2 North and the Morgana Run-Booth Avenue Extension, as well as feasibility/preliminary engineering of two others: the Opportunity Corridor Connector and Euclid Creek Greenway Extension. After finalizing a grant agreement with the Federal Highway Administration and the Ohio Department of Transportation in 2023, Cleveland Metroparks selected Chagrin Valley Engineering, LTD, to lead design of the project in May 2023.

Major public engagement activities occurred in September/October and December 2023 to advance design of the projects, including a project website at 2023raise.cuyahogagreenways.com. Staff will recap the process to date, design progress, and upcoming milestones.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, February 15, 2024, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT.

No. 24-01-013: There being no further matters to come before the Board, upon motion by Vice President Rinker, seconded by Vice President Ittu, and carried, President Moore adjourned the meeting at 8:59 a.m.

Vote on the motion was as follows:

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

Nays: None.

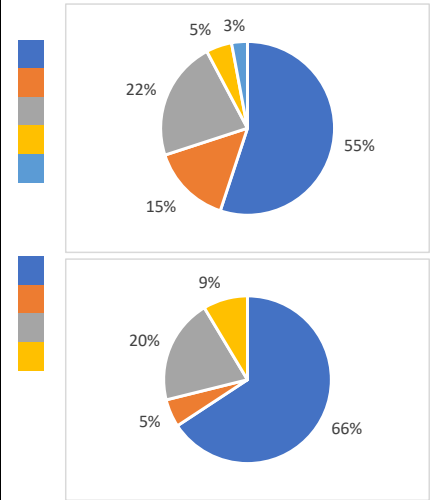
President.

Attest:

Secretary.

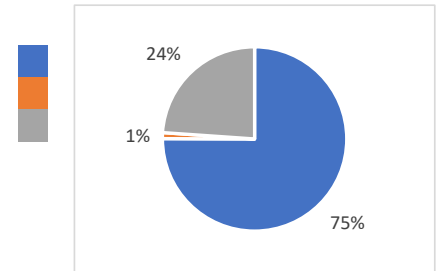
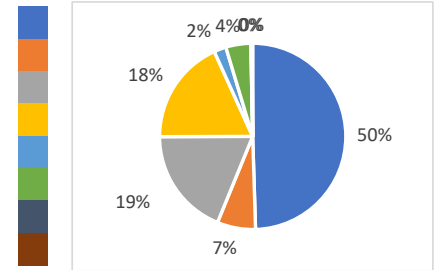
**Cleveland Metroparks
Financial Performance
12/31/2023
CM Park District**

	Actual December '22	Actual December '23	Fav (Unfav)	Actual YTD December '22	Actual YTD December '23	Fav (Unfav)
Revenue:						
Property Tax	8,837	0	(8,837)	78,482,678	97,514,599	19,031,921
Local Gov/Grants/Gifts	3,592,562	2,368,809	(1,223,753)	14,916,740	26,443,508	11,526,768
Charges for Services	1,419,461	2,108,093	688,632	34,780,526	39,379,495	4,598,969
Self-Funded	752,153	803,958	51,805	6,792,536	8,446,424	1,653,888
Interest, Fines, Other	<u>209,178</u>	<u>772,522</u>	<u>563,344</u>	<u>2,485,596</u>	<u>5,235,003</u>	<u>2,749,407</u>
Total Revenue	5,982,191	6,053,382	71,191	137,458,076	177,019,029	39,560,953
OpEx:						
Salaries and Benefits	5,673,964	6,748,275	(1,074,311)	69,779,114	78,345,398	(8,566,284)
Contractual Services	288,469	353,023	(64,554)	5,065,462	6,379,221	(1,313,759)
Operations	1,760,838	2,239,772	(478,934)	21,645,428	24,140,828	(2,495,400)
Self-Funded Exp	<u>760,555</u>	<u>1,503,042</u>	<u>(742,487)</u>	<u>7,555,626</u>	<u>10,274,663</u>	<u>(2,719,037)</u>
Total OpEx	8,483,826	10,844,112	(2,360,286)	104,045,630	119,140,110	(15,094,480)
Op Surplus/(Subsidy)	(2,501,635)	(4,790,730)	(2,289,095)	33,412,446	57,878,919	24,466,473
CapEx:						
Capital Labor	78,004	59,109	18,895	747,909	822,431	(74,522)
Construction Expenses	3,317,375	3,583,498	(266,123)	20,671,562	35,083,391	(14,411,829)
Capital Equipment	262,582	342,023	(79,441)	3,618,987	6,596,962	(2,977,975)
Land Acquisition	(182,356)	5,380,237	(5,562,593)	1,430,426	9,540,591	(8,110,165)
Capital Animal Costs	<u>2,068</u>	<u>8,577</u>	<u>(6,509)</u>	<u>20,233</u>	<u>28,019</u>	<u>(7,786)</u>
Total CapEx	3,477,673	9,373,444	(5,895,771)	26,489,117	52,071,394	(25,582,277)
Net Surplus/(Subsidy)	(5,979,308)	(14,164,174)	(8,184,866)	6,923,329	5,807,525	(1,115,804)



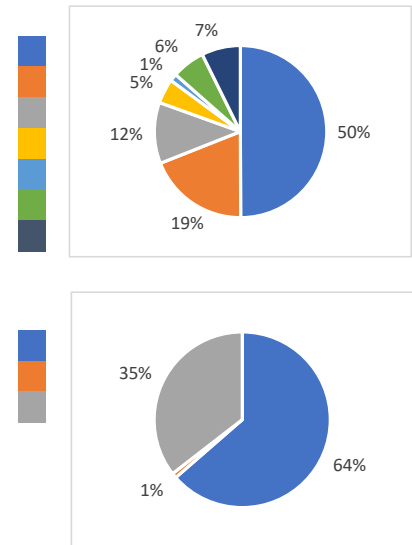
**Cleveland Metroparks
Financial Performance
12/31/2023
Zoo**

	Actual December '22	Actual December '23	Fav (Unfav)	Actual YTD December '22	Actual YTD December '23	Fav (Unfav)
Revenue:						
General/SE Admissions	341,309	739,978	398,669	7,287,453	7,769,622	482,169
Guest Experience	17,939	39,173	21,234	1,199,439	1,043,894	(155,545)
Zoo Society	0	0	0	2,813,234	2,948,090	134,856
Souvenirs/Refreshments	77,528	117,807	40,279	2,418,330	2,869,600	451,270
Education	2,614	2,755	141	350,335	330,811	(19,524)
Rentals & Events	75	4,250	4,175	545,485	676,766	131,281
Consignment	5,798	0	(5,798)	39,488	40,158	670
Other	<u>51,510</u>	<u>9,892</u>	<u>(41,618)</u>	<u>55,524</u>	<u>12,770</u>	<u>(42,754)</u>
Total Revenue	496,773	913,855	417,082	14,709,288	15,691,711	982,423
OpEx:						
Salaries and Benefits	1,282,672	1,403,853	(121,181)	15,769,346	17,104,489	(1,335,143)
Contractual Services	7,883	3,839	4,044	191,419	237,663	(46,244)
Operations	<u>395,453</u>	<u>596,114</u>	<u>(200,661)</u>	<u>5,163,972</u>	<u>5,445,636</u>	<u>(281,664)</u>
Total OpEx	1,686,008	2,003,806	(317,798)	21,124,737	22,787,788	(1,663,051)
Op Surplus/(Subsidy)	(1,189,235)	(1,089,951)	99,284	(6,415,449)	(7,096,077)	(680,628)
CapEx:						
Capital Labor	7,171	0	7,171	23,226	26,792	(3,566)
Construction Expenses	88,688	180,758	(92,070)	1,430,267	8,374,512	(6,944,245)
Capital Equipment	4,835	0	4,835	166,597	230,803	(64,206)
Capital Animal Costs	<u>2,068</u>	<u>8,577</u>	<u>(6,509)</u>	<u>20,233</u>	<u>28,019</u>	<u>(7,786)</u>
Total CapEx	102,762	189,335	(86,573)	1,640,323	8,660,126	(7,019,803)
Net Surplus/(Subsidy)	(1,291,997)	(1,279,286)	12,711	(8,055,772)	(15,756,203)	(7,700,431)
Restricted Revenue-Other	682,492	119,655	(562,837)	4,763,660	4,344,286	(419,374)
Restricted Revenue-Zipline	33,093	46,403	13,310	528,312	528,110	(202)
Restricted Expenses	<u>923,877</u>	<u>841,076</u>	<u>82,801</u>	<u>5,647,670</u>	<u>7,070,761</u>	<u>(1,423,091)</u>
Restricted Surplus/(Subsidy)	(208,292)	(675,018)	(466,726)	(355,698)	(2,198,365)	(1,842,667)



**Cleveland Metroparks
Financial Performance
12/31/2023
Golf Summary**

	Actual December '22	Actual December '23	Fav (Unfav)	Actual YTD December '22	Actual YTD December '23	Fav (Unfav)
Revenue:						
Greens Fees	32,547	85,889	53,342	5,346,294	6,179,894	833,600
Equipment Rentals	8,186	32,160	23,974	2,040,478	2,356,088	315,610
Food Service	24,958	15,697	(9,261)	1,190,312	1,415,062	224,750
Merchandise Sales	14,351	18,164	3,813	510,056	572,530	62,474
Pro Services	700	830	130	151,525	171,523	19,998
Driving Range	3,004	11,423	8,419	500,765	765,784	265,019
Other	<u>56,314</u>	<u>70,337</u>	<u>14,023</u>	<u>544,947</u>	<u>906,591</u>	<u>361,644</u>
Total Revenue	140,060	234,500	94,440	10,284,377	12,367,472	2,083,095
OpEx:						
Salaries and Benefits	366,583	425,846	(59,263)	5,188,314	5,900,940	(712,626)
Contractual Services	3,879	8,593	(4,714)	67,210	83,064	(15,854)
Operations	<u>252,026</u>	<u>366,945</u>	<u>(114,919)</u>	<u>2,747,191</u>	<u>3,290,979</u>	<u>(543,788)</u>
Total OpEx	622,488	801,384	(178,896)	8,002,715	9,274,983	(1,272,268)
Op Surplus/(Subsidy)	(482,428)	(566,884)	(84,456)	2,281,662	3,092,489	810,827
CapEx:						
Capital Labor	29,660	13,579	16,081	117,245	176,506	(59,261)
Construction Expenses	159,445	312,507	(153,062)	651,283	4,297,311	(3,646,028)
Capital Equipment	<u>49,240</u>	<u>0</u>	<u>49,240</u>	<u>502,531</u>	<u>579,212</u>	<u>(76,681)</u>
Total CapEx	238,345	326,086	(87,741)	1,271,059	5,053,029	(3,781,970)
Net Surplus/(Subsidy)	(720,773)	(892,970)	(172,197)	1,010,603	(1,960,540)	(2,971,143)

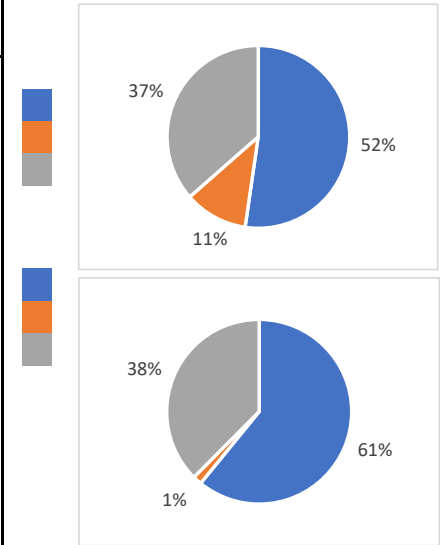


Cleveland Metroparks
Financial Performance
12/31/2023
Golf Detail

	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)		Total	
	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23
Operating Revenue	1,635,403	1,953,450	517,277	635,951	360,746	440,079	1,577,019	1,740,854	2,131,951	2,571,129	10,284,374	12,367,472
Operating Expenses	<u>1,274,131</u>	<u>1,514,816</u>	<u>294,723</u>	<u>359,001</u>	<u>266,053</u>	<u>369,660</u>	<u>1,138,668</u>	<u>1,213,473</u>	<u>1,623,679</u>	<u>1,757,642</u>	<u>8,002,712</u>	<u>9,274,983</u>
Operating Surplus/(Subsidy)	361,272	438,634	222,554	276,950	94,693	70,419	438,351	527,381	508,272	813,487	2,281,662	3,092,489
Capital Labor	0	0	38,710	0	0	0	19,389	21,748	8,098	50,104	117,246	176,507
Construction Expenses	78,259	0	36,754	0	0	0	377,828	3,878,143	65,436	157,691	651,283	4,297,310
Capital Equipment	0	<u>44,074</u>	<u>8,890</u>	0	0	0	<u>38,541</u>	<u>49,151</u>	0	<u>49,150</u>	<u>502,530</u>	<u>579,212</u>
Total Capital Expenditures	78,259	44,074	84,354	0	0	0	435,758	3,949,042	73,534	256,945	1,271,059	5,053,029
Net Surplus/(Subsidy)	283,013	394,560	138,200	276,950	94,693	70,419	2,593	(3,421,661)	434,738	556,542	1,010,603	(1,960,540)
	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Ironwood		Golf Admin		Total	
	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23
Operating Revenue	1,358,394	1,658,717	673,016	809,635	2,023,897	2,530,547	0	27,110	6,671	0	10,284,374	12,367,472
Operating Expenses	<u>980,550</u>	<u>1,105,943</u>	<u>516,645</u>	<u>579,244</u>	<u>1,281,686</u>	<u>1,386,279</u>	0	<u>75,563</u>	<u>626,577</u>	<u>913,362</u>	<u>8,002,712</u>	<u>9,274,983</u>
Operating Surplus/(Subsidy)	377,844	552,774	156,371	230,391	742,211	1,144,268	0	(48,453)	(619,906)	(913,362)	2,281,662	3,092,489
Capital Labor	843	24,376	7,669	28,028	42,537	52,251	0	0	0	0	117,246	176,507
Construction Expenses	7,757	41,840	20,669	14,331	64,580	156,938	0	0	0	48,367	651,283	4,297,310
Capital Equipment	<u>33,177</u>	<u>720</u>	<u>49,000</u>	0	<u>184,843</u>	0	0	0	<u>188,079</u>	<u>436,117</u>	<u>502,530</u>	<u>579,212</u>
Total Capital Expenditures	41,777	66,936	77,338	42,359	291,960	209,189	0	0	188,079	484,484	1,271,059	5,053,029
Net Surplus/(Subsidy)	336,067	485,838	79,033	188,032	450,251	935,079	0	(48,453)	(807,985)	(1,397,846)	1,010,603	(1,960,540)

**Cleveland Metroparks
Financial Performance
12/31/2023
Enterprise Summary**

	Actual December '22	Actual December '23	Fav (Unfav)	Actual YTD December '22	Actual YTD December '23	Fav (Unfav)
Revenue:						
Concessions	181,721	210,939	29,218	2,710,953	3,574,512	863,559
Dock Rentals	51,915	66,040	14,125	766,603	770,470	3,867
Other*	<u>272,112</u>	<u>288,780</u>	<u>16,668</u>	<u>2,329,638</u>	<u>2,491,390</u>	<u>161,752</u>
Total Revenue	505,748	565,759	60,011	5,807,194	6,836,372	1,029,178
OpEx:						
Salaries and Benefits	237,080	282,474	(45,394)	3,321,763	3,901,433	(579,670)
Contractual Services	2,068	3,012	(944)	114,534	98,684	15,850
Operations	<u>92,252</u>	<u>107,508</u>	<u>(15,256)</u>	<u>2,113,936</u>	<u>2,405,562</u>	<u>(291,626)</u>
Total OpEx	331,400	392,994	(61,594)	5,550,233	6,405,679	(855,446)
Op Surplus/(Subsidy)	174,348	172,765	(1,583)	256,961	430,693	173,732
CapEx:						
Capital Labor	6,424	0	6,424	15,982	17,019	(1,037)
Construction Expenses	4,221	195	4,026	61,257	13,341	47,916
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>20,183</u>	<u>12,241</u>	<u>7,942</u>
Total CapEx	10,645	195	10,450	97,422	42,601	54,821
Net Surplus/(Subsidy)	163,703	172,570	8,867	159,539	388,092	228,553



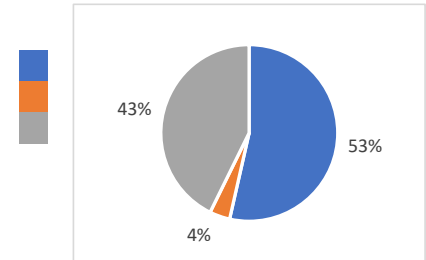
*Other includes Chalet fees, parking, hayrides, aquatics, gift cards, misc.

Cleveland Metroparks
Financial Performance
12/31/2023
Enterprise Detail

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant		Wildwood		Euclid Beach		EmerNeck Marina		EmerNeck Restaurant		Edgewater Pier		Wallace Lake		Hinckley Lake		Huntington		Boat Dock		Chalet		Ledge Lake		Parking		Enterprise Admin		Total	
	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23	YTD December '22	YTD December '23		
Operating Revenue	1,703,751	2,515,228	433,439	465,864	982,516	928,172	442,599	552,840	36,258	25,826	5,224	2,670	445,525	425,892	294,857	342,808	36,232	30,180	29,406	34,761	9,850	19,549	318,726	381,871	0	1,916	405,887	488,796	150,359	139,513	512,563	480,486	0	0	5,807,192	6,836,372
Operating Expenses	<u>1,812,497</u>	<u>2,246,388</u>	<u>329,591</u>	<u>365,270</u>	<u>476,692</u>	<u>449,076</u>	<u>395,881</u>	<u>517,997</u>	<u>59,184</u>	<u>40,941</u>	<u>6,562</u>	<u>7,164</u>	<u>314,012</u>	<u>304,431</u>	<u>269,861</u>	<u>346,968</u>	<u>33,047</u>	<u>31,085</u>	<u>32,990</u>	<u>44,176</u>	<u>11,797</u>	<u>21,690</u>	<u>232,210</u>	<u>289,929</u>	<u>0</u>	<u>2,369</u>	<u>267,660</u>	<u>348,046</u>	<u>147,067</u>	<u>150,405</u>	<u>25,966</u>	<u>21,818</u>	<u>1,135,213</u>	<u>1,217,926</u>	<u>5,550,230</u>	<u>6,405,679</u>
Operating Surplus/(Subsidy)	(108,746)	268,840	103,848	100,594	505,824	479,096	46,718	34,843	(22,926)	(15,115)	(1,338)	(4,494)	131,513	121,461	24,996	(4,160)	3,185	(905)	(3,584)	(9,415)	(1,947)	(2,141)	86,516	91,942	0	(453)	138,227	140,750	3,292	(10,892)	486,597	458,668	(1,135,213)	(1,217,926)	256,962	430,693
Capital Labor	15,982	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Construction Expenses	23,077	6,927	0	0	14,050	1,771	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Capital Equipment	0	0	0	0	0	0	7,697	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Capital Expenditures	39,059	6,927	0	0	14,050	1,771	7,697	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Net Surplus/(Subsidy)	(147,805)	261,913	103,848	100,594	491,774	477,325	39,021	34,843	(22,926)	(15,115)	(1,338)	(4,494)	131,513	121,461	24,996	(4,160)	3,185	(905)	(3,584)	(9,415)	(1,947)	(2,141)	86,516	91,942	0	(453)	138,227	140,750	3,292	(10,892)	486,597	458,668	(1,171,830)	(1,251,829)	159,539	388,092

Cleveland Metroparks
 Financial Performance
 12/31/2023
 Nature Shops and Kiosks

	Actual December '22	Actual December '23	Fav (Unfav)	Actual YTD December '22	Actual YTD December '23	Fav (Unfav)
Retail Revenue	90,589	112,558	21,969	582,840	760,130	177,290
OpEx:						
Salaries and Benefits	24,308	27,907	(3,599)	362,828	401,325	(38,497)
Contractual Services	781	2,081	(1,300)	8,435	28,239	(19,804)
Operations	<u>18,699</u>	<u>28,922</u>	<u>(10,223)</u>	<u>262,221</u>	<u>320,031</u>	<u>(57,810)</u>
Total OpEx	43,788	58,910	(15,122)	633,484	749,595	(116,111)
Op Surplus/(Subsidy)	46,801	53,648	6,847	(50,644)	10,535	61,179
CapEx:						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,365</u>	<u>21,554</u>	<u>(17,189)</u>
Total CapEx	0	0	0	4,365	21,554	(17,189)
Net Surplus/(Subsidy)	46,801	53,648	6,847	(55,009)	(11,019)	43,990



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

ACCOUNTS RECEIVABLE

Current	Past Due				Total
	1-30 Days	30-60 Days	61-90 Days	Over 90 Days	
\$313,670	\$827	\$300,000	\$17,500	\$24,699	\$656,695

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
12/01/23	Fifth Third Securities	Money Market (A)	30	5.13%	12/31/23	14.93	3,496.00
12/01/23	Key Bank Capital Markets	Portfolio (B)	30	15.756%	12/31/23	604,449.00	\$46,339,041
12/01/23	STAR Ohio	State pool (C)	30	5.48%	12/31/23	128,367.10	\$25,629,146
12/01/23	HNB	Money Market (D)	30	4.95%	12/31/23	30,027.26	\$6,033,097

- (A) Federated Government Money Market Account
Investment balance ranged from \$3,481 TO \$3,496 in December 2023.
- (B) KBCM - Net Change in Portfolio \$78,184.49. Ending Account Value \$46,934,022 in December 2023
Investment balance ranged from \$45,734,592 to \$46,339,041 in December 2023
- (C) State Treasurer's Asset Reserve (STAR Ohio)
Investment balance ranged from \$30,500,779 to \$25,629,146 in December 2023.
- (D) Huntington National Bank Premier MMA Public Funds
Investment balance ranged from \$9,003,070 to \$6,033,097 in December 2023.

Source: Wade Steen, Chief Finance Officer
01/08/24

**CLEVELAND METROPARKS
Appropriation Summary - 2024**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #1 1/18/2024	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 70,457,162	\$ 3,669	\$ 70,460,831	\$ -	\$ -	\$ 70,460,831
52	Employee Fringe Benefits	21,396,109	543,837	21,939,946	-	-	21,939,946
53	Contractual Services	17,161,050	2,919,032	20,080,082	-	(29,567) A	20,050,515
54	Operations	31,109,745	3,793,826	34,903,572	-	29,567 B	34,933,139
	Operating Subtotal	140,124,067	7,260,364	147,384,431	-	-	147,384,431
CAPITAL							
571	Capital Labor	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	1,000,000
572	Capital Construction Expenses	27,875,059	13,556,329	41,431,388	-	41,047,474 C	82,478,862
574	Capital Equipment	6,394,036	2,207,611	8,601,647	-	-	8,601,647
575	Zoo Animals	100,000	298	100,298	-	-	100,298
576	Land	2,500,000	110,632	2,610,632	-	-	2,610,632
	Capital Subtotal	37,869,095	15,874,871	53,743,966	-	41,047,474	94,791,440
TOTALS							
Grand totals		\$ 177,993,162	\$ 23,135,235	\$ 201,128,397	\$ -	\$ 41,047,474	\$ 242,175,871

OPERATING

53 CONTRACTUAL SERVICES

\$ (29,567) Transfer of appropriations from Other Contractual Services for Park Operations/Golf
 Net budget effect is zero

A \$ (29,567) Total increase (decrease) to Contractual Services

54 OPERATIONS

\$ 29,567 Transfer of appropriations to Computer Software and Contractual Services from Capital Equipment for Park
 Operations/Golf
 Net budget effect is zero

B \$ 29,567 Total increase (decrease) to Office Operations

\$ - **TOTAL INCREASE (DECREASE) TO OPERATIONS**

CAPITAL

572 CAPITAL CONSTRUCTION EXPENSES

\$ 1,226,375 Increase in capital fund appropriations for Capital Project Expenses for Park Operations Enterprise Construction
 projects
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 283,533 Increase in capital fund appropriations for Capital Project Expenses for Park Operations Enterprise Maintenance
 projects
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 1,202,267 Increase in capital fund appropriations for Capital Project Expenses for Park Operations Golf Construction projects
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 160,732 Increase in capital fund appropriations for Capital Project Expenses for Park Operations Golf Maintenance projects
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 29,149,610 Increase in capital fund appropriations for Capital Project Expenses for Park Operations Construction projects
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 3,165,064 Increase in capital fund appropriations for Capital Project Expenses for Park Operations Maintenance projects
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 139,573 Increase in capital fund appropriations for Capital Project Expenses for Police Maintenance projects
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 2,395,193 Increase in capital fund appropriations for Capital Project Expenses for Zoo Primate Forest projects
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 1,036,503 Increase in capital fund appropriations for Capital Project Expenses for various Zoo Construction projects
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 196,200 Increase in capital fund appropriations for Capital Project Expenses for Zoo PCA Infrastructure
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 393,430 Increase in capital fund appropriations for Capital Project Expenses for Zoo Animal Improvement Areas
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 578,135 Increase in capital fund appropriations for Capital Project Expenses for Zoo General Projects
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 400,000 Increase in capital fund appropriations for Capital Project Expenses for Zoo Restroom Improvements
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 157,559 Increase in capital fund appropriations for Capital Project Expenses for Zoo Rainforest Instructure
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 171,646 Increase in capital fund appropriations for Capital Project Expenses for Zoo Roads/Paths/Parking
 Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 191,654 Increase in capital fund appropriations for Capital Project Expenses for Zoo Interpretive Programs Improvements
Appropriation increase will be covered by existing cash balance from unused 2023 budget

\$ 200,000 Increase in capital fund appropriations for Capital Project Expenses for Zoo Roofs
Appropriation increase will be covered by existing cash balance from unused 2023 budget

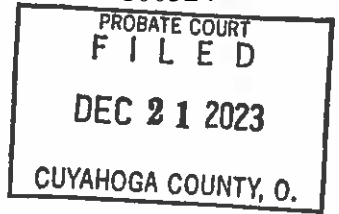
C \$ 41,047,474 Total increase (decrease) to Capital Construction Expenses

\$ 41,047,474 TOTAL INCREASE (DECREASE) TO CAPITAL

\$ 41,047,474 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT

JANUARY 18, 2024

100324



**THE PROBATE COURT
DIVISION OF THE COURT OF COMMON PLEAS
CUYAHOGA COUNTY, OHIO**

IN RE: : Doc. 141 Case No. 89032
Board of Park Commissioners :
of the Cleveland Metroparks District :
: **JUDGMENT ENTRY**

On this 19th day of December, 2023, the Court finds that, effective 1/1/24 a vacancy will exist on the Board of Park Commissioners of the Cleveland Metroparks District, and the Court further finds that **YVETTE M. ITTU**, currently serving as a Board of Park Commissioner, is a person well qualified to continue to serve as a member of said Board. (See Resume attached as Exhibit-A).

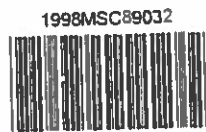
IT IS THEREFORE ORDERED, ADJUDGED AND DECREED that, pursuant to the provisions of O.R.C. 1545.05, the Court hereby re-appoints **YVETTE M. ITTU** as a Member of the Board of Park Commissioners of the Cleveland Metroparks District for the term beginning January 1, 2024, and ending December 31, 2026.

IT IS FURTHER ORDERED, ADJUDGED AND DECREED that **YVETTE M. ITTU** shall give bond for the faithful performance of her duties as Park Commissioner in the sum of Five Thousand Dollars (\$5,000.00), to be approved by the Auditor of Cuyahoga County, Ohio, and that upon approval of the County Auditor, **Yvette M. Ittu** shall effective January 1, 2024, continue to be a duly appointed and qualified member of the Board of Park Commissioners of the Cleveland Metroparks District for a full three (3) year term.

DEC 21 2023

**PROBATE JUDGE
JUDGE ANTHONY J. RUSSO**

DATE



PDF

MSJE

Yvette M. Ittu

LinkedIn: <https://www.linkedin.com/in/yvette-ittu-9667297/>

Yvette Ittu is the *Executive Vice President of Finance and Operations* of the *Greater Cleveland Partnership (GCP)*, one of the largest chambers of commerce in the country and the leading business organization in the region driving catalytic projects and leading initiatives that impact and advance the business community and the region.

In addition, she is *President and CEO* of *Cleveland Development Advisors (CDA)*, an affiliate of GCP that is responsible for the management of real estate investment funds initiated, and in part capitalized, by certain GCP members. CDA-managed capital serves as a source of private-sector funding for catalytic real estate development projects that have significant impact on Northeast Ohio's growth and development. Under Yvette's leadership, CDA has successfully raised five private equity funds and secured more than \$300 million in tax credit equity allocations. These funds have supported over \$4.2 billion in economic and community development and business attraction and expansion, resulting in significant job creation and retention, through strategic investments in projects throughout the City of Cleveland and targeted areas of Cuyahoga County and the region.

Yvette is also a board member of *Digital C*, a non-profit focused on making Greater Cleveland's digital future equitable. One of its major initiatives is the provide reliable affordable high-speed broadband to the "unconnected." In addition, she serves on the board of *Downtown Cleveland Alliance*, an organization focused on strengthening and building downtown Cleveland as an essential economic engine of the region.

Prior to joining CDA, Yvette was an *associate* with the law firm of *Calfee, Halter and Griswold LLP* practicing in the areas of public law and public finance. She served as bond counsel on multiple financings for the Ohio Housing Finance Agency, the City of Cleveland, and several other Ohio local governments. In addition, Yvette served as *Finance Director* for the *City of Lakewood* and held several *financial management positions* for the *City of Cleveland* including the chief financial officer post for Cleveland Public Power, the city-owned power company.

Yvette obtained her *Juris Doctorate Degree* from *Cleveland-Marshall College of Law*. In addition, she is a *Certified Public Accountant* and has a *Bachelor's Degree in Business Administration* from *Cleveland State University*. She currently serves on the National New Markets Tax Credit Coalition and on other local community and nonprofit boards.

*Yvette M. Ittu (page 2)***Experience:**

2000 to Present **Cleveland Development Advisors, Inc.**
President

2004 to Present **Greater Cleveland Partnership**
Executive Vice President, Finance and Operations

1999 to 2000 **Calfee Halter & Griswold LLP.**
Associate

1996 to 1999 **City of Lakewood, Lakewood , Ohio**
Finance Director

1985 To 1996 **City of Cleveland, Cleveland, Ohio**
(Various positions of increasing responsibility over 11-year period)

1993 to 1996 **Department of Public Utilities**
Comptroller, Cleveland Public Power

1991 to 1993 **Department of Finance**
Risk Manager, Finance Administration

1987 to 1991 **Accounting Supervisor, Financial Reporting & Control**

1985 to 1987 **Financial Analyst, Treasurer's Office**

Education: Cleveland Marshall College of Law, Cleveland, Ohio
Juris Doctor Degree, December 1994
Student Bar Association Senator

Bar Admission: State of Ohio Bar, May 1995

Cleveland State University, Cleveland, Ohio
BBA Accounting and Finance, August 1984

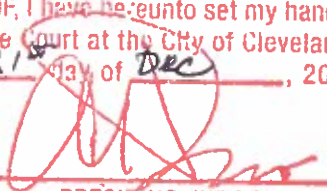
Certifications: Certified Public Accountant
Certified, December 1989

**Current Boards/
Appointments:**

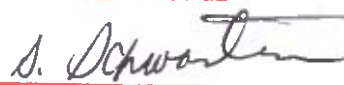
New Markets Tax Credit Coalition (Board member; former past President)
Digital C (Board Member)
Downtown Cleveland Alliance (Board Member)
Cleveland Neighborhood Progress – Village Capital Corporation (Board Member)
Benjamin Rose Institute – (Board Member)(Rolled off 2024)
Cuyahoga County – Audit Committee (Rolled off 2022)
City of Cleveland – Audit Committee (Committee Chair)(Rolled off 2022)
Cleveland International Fund – (Former Board Chair)(Rolled off 2020)

The State of Ohio, Cuyahoga County: IN THE PROBATE COURT I, Anthony J. Russo, Presiding Judge of the Probate Court within and for the County of Cuyahoga, do hereby certify this instrument is a true and correct copy, taken from the Probate Court Records in this office, where the same are required to be kept by law.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said Probate Court at the City of Cleveland, in said County, this 21st day of Dec, 2023.

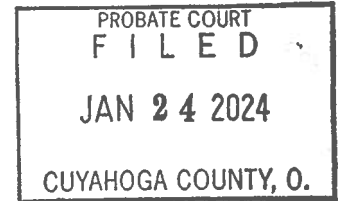


PRESIDING JUDGE



Deputy Clerk

3 pgs.



January 18, 2024

**BOARD OF PARK COMMISSIONERS
OATH IN OFFICE**

January 18, 2024

I, Yvette M. Ittu, do hereby swear that I will support the Constitution of the United States of America, and the Constitution of the State of Ohio, and that I will faithfully, honestly and impartially discharge the duties as a member of the Board of Park Commissioners of the Cleveland Metropolitan Park District.

This I promise to do as I shall answer unto God.

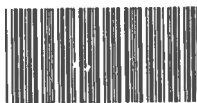
Yvette M. Ittu
 YVETTE M. ITTU
1/18/24
 Date

The State of Ohio, Cuyahoga County: IN THE PROBATE COURT I, Anthony J. Russo, Presiding Judge of the Probate Court within and for the County of Cuyahoga, do hereby certify this instrument is a true and correct copy, taken from the Probate Court Records in this office, where the same are required to be kept by law.
 IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said Probate Court at the City of Cleveland, in said County, this 24th day of Jan, 2024.

Anthony J. Russo
 PRESIDING JUDGE

A. Schwab
 Deputy Clerk

1998MSC89032



3749691

MERCHANTS BONDING COMPANY™

MERCHANTS BONDING COMPANY (MUTUAL) P.O. BOX 14498, DES MOINES, IA 50306-3498
PHONE: (800) 678-8171 FAX: (515) 243-3854

OFFICIAL BOND

THE STATE OF Ohio
Cuyahoga COUNTY BOND No. 100216518

KNOW ALL PERSONS BY THESE PRESENTS:

That we Yvette M. Ittu
as Principal, and Merchants Bonding Company (Mutual), a corporation duly licensed to do business in the State
of Ohio, as Surety, are held and firmly bound unto Cleveland Metropark District
in the penal sum of
Five Thousand Dollars (\$5,000.00) Dollars.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the above bounden Principal was duly elected or
appointed to the office of Board of Park Commissioners
on the 12th day of September, 2023, for the term beginning on the 31st day of December, 2023,
and ending on the 31st day of December, 2024.

NOW THEREFORE, if the Principal shall faithfully perform and discharge all the duties of said office during his/her con-
tinuance therein then the above obligation to be void, to otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that regardless of the number of years this bond may remain in force and the number of claims
which may be made against this bond, the liability of the Surety shall not be cumulative and the aggregate liability of the
Surety for any and all claims, suits, or actions under this bond shall not exceed the amount stated above. Any revision
of the bond amount shall not be cumulative.

PROVIDED, FURTHER, that this bond may be canceled by the Surety by sending written notice to the party to whom this
bond is payable stating that, not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate as to
subsequent acts of the Principal.

Signed and dated this 14th day of September, 2023.

Yvette M. Ittu

By: [Signature]

Countersigned (if required):

Merchants Bonding Company (Mutual)

By: _____

By: Brittany Seaborn
Brittany Seaborn, Attorney-in-Fact



Taken and approved this _____ day of _____, _____

Approving Officer

OATH OF OFFICE

THE STATE OF Ohio
Cuyahoga County

I, Yvette M. Ittu, solemnly swear that I will support the Constitution of the United States and the Constitution of the
State of Ohio, and that I will faithfully and honestly discharge the duties of the office upon which I am about to
enter, to the best of my ability.

Subscribed and sworn to before me this 5th day

of February, 2024.

[Signature]

Notary Public

[Signature]
Principal

MARTIN REGIS MCGANN, ATTY.
NOTARY PUBLIC • STATE OF OHIO
My commission has no expiration date
Section 147.03 O.R.C.

MERCHANTS BONDING COMPANY POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Lori Bogart

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 14th day of September, 2023.



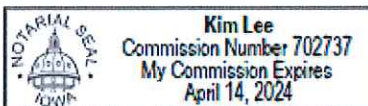
MERCHANTS BONDING COMPANY (MUTUAL) MERCHANTS NATIONAL BONDING, INC. d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By

Larry Taylor President

STATE OF IOWA COUNTY OF DALLAS ss.

On this 14th day of September, 2023, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Kim Lee Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 14th day of September, 2023.



William Warner Jr. Secretary

RESOLUTION NO. 24-01-001

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

Attest: _____

Chief Financial Officer

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

Direct Disbursement dated December 8, 2023 in the amount of \$77,781.30

Wire Transfer dated December 8, 2023 in the amount of \$662,127.07

Printed Checks dated December 8, 2023 in the amount of \$6,653,336.36

Direct Disbursement dated December 15, 2023 in the amount of \$48,750.00

Wire Transfer dated December 15, 2023 in the amount of \$6,634.85

Printed Checks dated December 15, 2023 in the amount of \$556,472.35

Direct Disbursement dated December 22, 2023 in the amount of \$617,486.46

Wire Transfer dated December 22, 2023 in the amount of \$652,730.91

Printed Checks dated December 22, 2023 in the amount of \$745,282.19

Direct Disbursement dated December 29, 2023 in the amount of \$152,079.00

Printed Checks dated December 29, 2023 in the amount of \$838,188.13

Direct Disbursement dated January 5, 2024 in the amount of \$938.00

Wire Transfer dated January 5, 2024 in the amount of \$676,085.53

Printed Checks dated January 5, 2024 in the amount of \$2,395,604.11

Net Payroll dated November 19, 2023 to December 2, 2023 in the amount of \$1,747,785.14

Withholding Taxes in the amount of \$408,943.98

Net Payroll dated December 3, 2023 to December 16, 2023 in the amount of \$1,600,039.02

Withholding Taxes in the amount of \$379,950.80

Bank Fees/ADP Fees in the amount of \$31,575.56

Cigna Payments in the amount of \$1,871,082.08

ACH Debits (First Energy; Sales Tax) in the amount of \$119,505.23

JP Morgan Mastercard/Mastercard Travel Card dated December 1, 2023 to December 31, 2023 in the amount of \$437,445.06

Total amount: \$20,679,823.13

PASSED: January 18, 2024

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION: That the Board of Park Commissioners approves **Resolution No. 24-01-001** listed above.

RESOLUTION NO. 24-01-002

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

Attest: _____

Chief Financial Officer

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

JP Morgan Mastercard-Arborwear dated December 1, 2023 to December 31, 2023 in the amount of \$327.86

Total amount: \$327.86

PASSED: January 18, 2024

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION:

That the Board of Park Commissioners approves **Resolution No. 24-01-002** listed above.