

**MINUTES OF THE  
BOARD OF PARK COMMISSIONERS  
OF THE  
CLEVELAND METROPOLITAN PARK DISTRICT**

**SEPTEMBER 9, 2015**

The Board of Park Commissioners met on this date, Thursday, September 9, 2015 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

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

**APPROVAL OF MINUTES.**

**No. 15-09-138:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve the minutes from the Regular Meeting of August 20, 2015, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

Nays: None.

**PUBLIC COMMENTS.**

Ms. Marty Leshar of Olmsted Township read from a prepared statement. Ms. Laura McShane of Cleveland, Ohio also made comments to the Board. The comments of both Ms. Leshar and Ms. McShane can be heard in their entirety by accessing the "About Us" section of Cleveland Metroparks website under "Board Meetings/Board Meeting Archives."

**FINANCIAL REPORT.**

Chief Financial Officer, David J. Kuntz, presented a Comparative Summary of Revenues & Expenditures 2015 vs. 2014 Year-To-Date, for the Month Ended August 31, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **80323** to **80325** and they were filed for audit.

**ACTION ITEMS.**

- (a) ***Swearing in of Deputy Ranger Robin Simko***  
(*Originating Source: Daniel J. Veloski, Chief Ranger*)

**Robin M. Simko**

Robin is a former Cleveland Metroparks Ranger Department Sergeant who began her career in 2001 as a dispatcher. She served as a ranger before being assigned to the Traffic Unit and Special Operations. Robin is a certified Field Training Officer and an instructor for Ohio police officers. She is active with local safety-related community task forces, and she makes regular appearances at community outreach events. Robin currently serves as an Instructor at Polaris Vocational School and Commander for the Private Security Academy.

**No. 15-09-139:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to appoint Robin Simko as part-time Deputy Ranger for Cleveland Metroparks, as authorized by Section 1545.13 of the Ohio Revised Code.

Vote on the motion was as follows:

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

Nays: None.

- (b) ***2016 Temporary Appropriations***  
(*Originating source: David J. Kuntz, Chief Financial Officer*)

Cleveland Metroparks Board of Park Commissioners are required to adopt a final budget by March 31 of each year. During the interim, the Board is also required to adopt temporary appropriations, based upon a *maximum* of 25% of the previous year's budget. A 2016 proposed budget will be completed by January 31, 2016, and reviewed with Commissioners. In the meantime, a temporary budget must be filed with the County Fiscal Officer on or before January 15. Staff requests that the Board approve the following resolution:

**ACTION ITEMS (cont.)**

**2016 TEMPORARY APPROPRIATIONS**

**BE IT RESOLVED**, That there is hereby appropriated in the funds of this Board, for the period of January, February and March 2016, or until the approval of a budget for the full year 2016, the amounts set opposite the items listed on page **80326**.

**BE IT FURTHER RESOLVED**, That a certified copy of this Resolution be filed with the Cuyahoga County Fiscal Officer.

**No. 15-09-140:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve the 2016 Temporary Appropriations Resolution above.

Vote on the motion was as follows:

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

Nays: None.

(c) ***Authorization of the 2016 Tax Levy Amounts and Rates***  
(*Originating Source: David J. Kuntz, Chief Financial Officer*)

By statute, the Board of Park Commissioners are required to adopt a resolution accepting the amounts and rates determined by the County Budget Commission, and authorizing them to levy the taxes necessary. The Board of Park Commission could reduce these amounts if the Park District experienced an unforeseen windfall and the amounts were not necessary. This is not the case, however, and staff is requesting that the Board adopt the following resolution.

**RESOLUTION AUTHORIZING THE AMOUNTS AND RATES  
AS DETERMINED BY THE BUDGET COMMISSION,  
AUTHORIZING THE NECESSARY TAX LEVIES AND  
CERTIFYING THEM TO THE COUNTY FISCAL OFFICER**

**WHEREAS**, This Board of Park Commissioners, in accordance with the provisions of law, have previously adopted a preliminary tax budget for the next succeeding fiscal year, commencing January 1, 2016; and

**WHEREAS**, The Budget Commission of Cuyahoga and Medina counties, Ohio, has certified its action hereon to this Board, together with an estimate by the County Fiscal Officer of the rate of each tax necessary to be levied by this Board, and what part thereof is without and what part within the ten-mil tax limitation; therefore, be it

**ACTION ITEMS (cont.)**

**RESOLVED**, By the Board of Park Commissioners of Cleveland Metroparks, of Cuyahoga and Medina counties, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

**RESOLVED**, That there be and is hereby levied on the tax duplicate of said county the rate of each tax necessary to be levied within and without the ten-mil limitation as follows:

**SCHEDULE A**

**Summary of Amounts Required from General Property Tax  
Approved by Budget Commission and County Fiscal Officer's Estimated Tax Rates**

	Est. of amount to be derived from levies	County Fiscal Officer's estimate of tax to be levied	
		Inside 10-mil Limit	Outside 10-mil limit
<b>General/capital funds</b>	\$ (A)	.05	2.7

(A) To be provided by County Budget Commission in mid-December.

and be it further

**RESOLVED**, that the Secretary of this Board be and is hereby directed to certify a copy of this Resolution to the County Fiscal Officer of said county.

**No. 15-09-141:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve the resolution above.

Vote on the motion was as follows:

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

Nays: None.

**ACTION ITEMS (cont.)**

- (d) ***Request for 2016 Tax Advances***  
(Originating source: David J. Kuntz, Chief Financial Officer)

By statute, the County Fiscal Officer is only required to deliver all taxes collected ninety days after the close of elections, unless the Board of Park Commissioners adopts a resolution requesting tax advances on a timelier basis. To meet Cleveland Metroparks 2016 cash requirements, staff is requesting that the Board adopt the resolution listed below.

**RESOLUTION REQUESTING TAX ADVANCES**

**BE IT RESOLVED**, To meet the fiscal obligations of the Board, the Cuyahoga County Fiscal Officer is requested to make advances from time to time on all tax money collected for the payment of all taxes from funds available for distribution and allocated to the Board of Park Commissioners of Cleveland Metroparks; and

**BE IT FURTHER RESOLVED**, That the Secretary of the Board be and is hereby directed to certify a copy of this Resolution to the Cuyahoga County Fiscal Officer.

- No. 15-09-142:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve the resolution requesting tax advances as noted above.

Vote on the motion was as follows:

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

- (e) ***Increase of Various Meats to Central Nebraska Meats***  
(Originating Source: Ronald D. Ciancutti, Director of Procurement)

At the Board meeting of July 31, 2014 the Board was informed of the \$50,000 estimate with Central Nebraska Meats on the "Items between \$10,000 - \$50,000" list for Cleveland Metroparks Zoo.

Maintaining a consistent inventory of meats for zoo animals can be challenging. For instance, an order was placed on July 30, 2015 for \$16,411.60 prior to the expiration of that contract term and just prior to the beginning of the new contract. This order was necessary despite the impending availability of the new purchase order as the animals are on a strict diet and their feeding schedules cannot be altered. That order was timed such that it caused the overall meat purchase for the year to be \$59,255.17.

**ACTION ITEMS (cont.)**

In light of this, the Board is hereby asked to approve an increase of \$9,255.17 to the award amount to accommodate the additional products. Since the original purchase order was for an amount less than \$50,000, the Board viewed the information item (on the \$10,000 - \$50,000 list) but did not approve the recommended action. The cross-over to the \$50,000 and above level now requires Board approval for a revised amount as follows:

ORIGINAL AWARD:	\$50,000.00
Additional consumption estimate:	<u>\$ 9,255.17</u>
REVISED TOTAL AWARD	\$59,255.17

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

**No. 15-09-143:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the increase of various meats to Central Nebraska Meats pursuant to the agenda originally approved on July 31, 2014, for a revised total estimate not to exceed \$59,255.17.

Vote on the motion was as follows:

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

**(f) *Increase of Fresh Fish to Catanese Classic Seafood & Chef 2 Chef Foods***  
*(Originating Source: Ronald D. Ciancutti, Director of Procurement)*

At the Board meeting of January 28, 2015 the Board was informed of the \$50,000 estimate with Catanese Classic Seafoods & Chef 2 Chef Foods on the “Items between \$10,000 - \$50,000” list to be served at Cleveland Metroparks Merwin’s Wharf.

The purchase of fresh fish (including walleye and yellow perch) and other specialty food items for Merwin’s Wharf was particularly difficult to gauge since history of self-operating the restaurant based on a full year consumption was non-existent. Further, popularity of the restaurant offerings of fresh fish was unknown and fluctuation in pricing (based on market value) was also a factor.

In light of this, the Board is hereby asked to approve an increase of \$25,000 to the award amount to accommodate the additional products. Since the original purchase order was for an amount less than \$50,000, the Board viewed the information item (on the \$10,000 - \$50,000 list) but did not approve the recommended action. The cross-over to the \$50,000 and above level now requires Board approval for a revised amount as follows:

**ACTION ITEMS (cont.)**

ORIGINAL AWARD:	\$50,000.00
Additional consumption estimate:	<u>25,000.00</u>
REVISED TOTAL AWARD	\$75,000.00

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

- No. 15-09-144:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the increase of fresh fish to Catanese Classic Seafood & Chef 2 Chef Foods pursuant to the agenda originally approved on January 28, 2015, for a revised total estimate not to exceed \$75,000.

Vote on the motion was as follows:

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

Nays: None.

- (g) ***Contract Amendment - RFP #6025-B: Tiger Exhibit – Construction Guaranteed Maximum Price***  
(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer)

**Background:**

On April 16, 2015 the Board awarded a Guaranteed Maximum Price Contract to Panzica Construction Co. for construction manager (at risk) services for construction of the Tiger Exhibit at Cleveland Metroparks Zoo. At the time of the Board's award, only the preconstruction stage compensation was fixed (at \$8,000), as the project drawings had not yet surpassed the design-development stage. Per the contract, a Guaranteed Maximum Price for construction is then developed and brought back to the Board for approval.

Since April, the design of the Tiger Exhibit has solidified, and as reported to the Board during the July 30, 2015 meeting, the Cleveland Zoological Society (CZS) has committed \$2.5M of funding for the project, with the balance of funds to be provided by Cleveland Metroparks for a project total of \$4.1M.

The design of the exhibit involves complete redevelopment of the existing tiger grottos and the creation of expansive habitats that are enclosed with woven wire mesh and glass viewing windows providing visitors "nose to nose" experiences. The exhibit will provide amenities such as year round water features, intimate encounter areas, a covered viewing area, new ADA compliant pathways, landscaping, and way finding along with educational and interpretive signage. The expansive tiger yards will be connected with an overhead tiger shift, giving visitors on the pathway below the ability to walk under a perching tiger.

**ACTION ITEMS (cont.)**

**GMP Establishment:**

Panzica Construction Co. has competitively bid the project, based on 50% complete construction documents, and has established the below Guaranteed Maximum Price:

<u>Division</u>	<u>Description</u>	<u>Cost</u>
030000	Concrete/Artificial Rockwork	\$ 483,170
050000	Metals	1,157,185
060000	Carpentry and Millwork	433,450
070000	Thermal and Moisture Protection	35,190
080000	Openings	82,220
090000	Finishes	52,350
220000	Plumbing	45,000
230000	Heating, Ventilating, and AC	108,500
240000	Life Support Systems	115,000
260000	Electrical	119,975
310000	Earthwork	263,000
320000	Exterior Improvements	236,350
<i>Subtotal</i>		<i>3,131,390</i>
<hr/>		
General Conditions 9.50%		297,482
Construction Contingency 3.00%		93,940
CM Fee 2.90%		90,810
Total Guaranteed Maximum Price		\$ 3,613,622

**Construction Schedule:**

Panzica Construction Co.’s construction schedule associated with the proposed GMP anticipates a May 20, 2016 project delivery, barring any unseasonal weather. Cleveland Metroparks staff will monitor construction progress and provide updates to the Board.

**No. 15-09-145:**

It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price (GMP) contract with **Panzica Construction Co.**, for construction of the **Tiger Exhibit, Cleveland Metroparks Zoo**, to reflect a GMP in the amount of **\$3,613,622.00**, in addition to the \$8,000.00 already awarded, for a total revised contract amount of **\$3,621,622.00**. Form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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



**AWARD OF BIDS:**

**No. 15-09-146:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the following bid awards:

- (a) **Commodities Usage Report:**
- **Sole Source #5853: Eucalyptus Browse** (see page **80310**);
  - **Sole Source #6075: Ice Cream Dispensed at Cleveland Metroparks Locations** (see page **80311**);
- (b) **Bid #6112:**                   **2015 Tree Removal** (see page **80312**);
- (c) **Co-Op #6121:**               **One (1) New Caterpillar D5 Bulldozer for Cleveland Metroparks Golf Courses** (see page **80313**); and
- (d) **Sole Source #6126:** **Great Lakes Biomimicry Agreement** (see page **80314**).

Vote on the motion was as follows:

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

Nays: None.



**AWARD OF BIDS (cont.)**

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

**SOLE SOURCE/PROPRIETARY #6075 SUMMARY:**

**ICE CREAM DISPENSED AT CLEVELAND METROPARKS LOCATIONS**

ORIGINAL ESTIMATE \$150,000 (90% = \$135,000)

The estimated 2015 encumbrance was based upon a one (1) year spend of premium quality, hand scooped ice cream from *Mitchell’s Ice Cream and Honey Hut Ice Cream for resale at Eats and Treats, The Pier at Edgewater Beach, Quarry Rock Cafe at Wallace Lake, Hinckley Spillway and Huntington Beach*. The quantity consumed surpassed the park district’s expectations which ultimately increased the overall usage. The requested commodity adjustment pays current invoices and anticipates remaining orders through September 30, 2015.

ORIGINAL AWARD (March, 13, 2015)	\$150,000.00
Additional Consumption/Final “Close-out” Estimate	<u>13,000.00</u>
<b>REVISED TOTAL AWARD:</b>	<b>\$163,000.00</b>

**RECOMMENDED ACTION:**

That the Board amend Resolution No. 15-03-046 to accommodate usage in excess of the original estimate as follows:

**No. 15-03-046:** It was moved by Vice President Berry, seconded by Vice President Rinker and carried, to *authorize the proprietary purchase of hand scooped ice cream for dispensing at various Cleveland Metroparks locations from Mitchell’s Ice Cream and Honey Hut Ice Cream throughout 2015 for a total cost not to exceed ~~\$150,000~~ \$163,000.00.*

Vote on the motion was as follows:

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

**See Approval of this Item by Resolution No. 15-09-146 on Page 80309)**

**AWARD OF BIDS (cont.)**

**RFP #6112 SUMMARY:                    2015 TREE REMOVAL PROGRAM**

**Background**

Cleveland Metroparks is in its seventh year of the invasion of Emerald Ash Borer (EAB) (*Agrilus planipennis*) with the first significant infestation noted in 2008 along Big Creek Parkway. This contract will focus on the removal of hazardous trees of any species on Valley Parkway and Seneca Golf Course (along Edgerton Road) in Brecksville Reservation, and in West Creek Reservation, with the large majority of the trees identified for removal being ash trees currently infested with the insect known as EAB.

To date, members of Cleveland Metroparks Forestry, Natural Resources, Outdoor Experiences, Risk Management and Marketing Divisions have collaborated to initiate the Emerald Ash Borer Management Program. The program combines in-house staff along with contracted removal efforts of affected ash trees which also includes reforestation. This contract removal work is part of an ongoing outsource-assisted effort.

Proposals were received on September 2<sup>nd</sup>, 2015 and are tabulated below:

<b>Bidder Name</b>	<b>Total Tree Removal Cost</b>
Nelson Tree Service	No Proposal
Van Curen Services	\$74,320.00
Taylor Tree Care & Land Management	\$79,770.00
Woodland Tree Service Inc.	\$77,300.00
Southern Disaster Recovery, Inc.	\$89,800.00
<b>Custom Tree Care, Inc.</b>	<b>\$66,300.00</b>

2015 Budget Code: 1510-73462-A11001

Staff recommends entering into a contract with **Custom Tree Care, Inc.** for the removal of approximately 140 trees in various areas throughout Brecksville and West Creek Reservations. Custom Tree Care, Inc. has been in business for 16 years and they specialize in large scale tree removal contracts for private and public entities across the United States.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a contract with **Custom Tree Care, Inc.** as the lowest and best proposal for **RFP #6112, 2015 Tree Removal Program** for a **total, lump sum amount of \$66,300.00**. In the event the proposer cannot satisfy their proposal, the award will be given to the next successive proposer who the Board, in its discretion, has reflected in the minutes as being the next lowest and best proposer who can satisfy the proposal. The difference in cost and all related costs to the difference will be assumed by the original proposer and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

**See Approval of this Item by Resolution No. 15-09-146 on Page 80309)**

**AWARD OF BIDS (cont.)**

**OHIO CO-OP #6121 SUMMARY:**

**One (1) New Caterpillar D5 Bulldozer for Cleveland Metroparks Golf Courses**

<b>DESIGNATION</b>	<b>Various Cleveland Metroparks Golf Courses</b>
<b>NEW UNIT PURCHASE PRICE</b>	<b>\$114,871.00</b>
Model	D5K2 XL Tractor
Machine Specifications (but not limited to)	ROPS, cab, heater and a/c, heated and controlled cloth seats, standard grill (radiator), omission sound suppression, salt undercarriage, 20" track, rear omission guard GP, standard counterweight, XL D5K blade, cellular product link (PL641), etc.
Standard Warranty	12 Months/Unlimited Hrs. Full Machine

Charge Codes: 3011-74712-OPPARK

The new Caterpillar bulldozer will be used by Cleveland Metroparks staff throughout the golf operation on the eight golf courses maintained by the Park District. This is a new addition to the fleet. The accumulation of rental fees over the years drove the decision to purchase a unit rather than continue renting.

This unit will cut, scrape, shape, and form golf tees, greens, roughs, and drainage ditches predominately at Seneca Golf Course. Following the Seneca project the unit will be designated per assignment on an as needed basis.

**RECOMMENDED ACTION:**

That the Board approve the purchase of one (1) caterpillar dozer, equipped as specified in the above summary, from **Ohio Machinery Co. dba Ohio Cat for a total cost of \$114,871.00** in full utilization of the Ohio Cooperative Purchasing Program, contract number 800055.

**See Approval of this Item by Resolution No. 15-09-146 on Page 80309)**

**AWARD OF BIDS (cont.)****SOLE SOURCE #6126 SUMMARY: GREAT LAKES BIOMIMICRY AGREEMENT****Biomimicry Fellow Services Agreement****Background**

Great Lakes Biomimicry (GLBio) is an Ohio not-for-profit corporation focusing on the development of biomimicry as an academic discipline and the application of biomimetic principles and processes to solve current social, economic and technological problems. To further its mission, GLBio has worked with the University of Akron not only to create an Integrated Biosciences PhD Program to pursue training in biomimicry but also to sponsor students enrolled in this program (each a “Fellow”).

**Cleveland Metroparks supports GLBio’s mission and wishes to benefit from the work of a Fellow throughout the duration of such Fellow’s five-year enrollment in the program to help incorporate biomimicry into Cleveland Metroparks educational curriculum at Cleveland Metroparks Zoo.** As no other local institution is currently pursuing this study, Great Lakes Biomimicry, Inc. becomes a sole source to Cleveland Metroparks.

Fellow’s duties will include assisting in the Advanced Inquiry Master’s Program by teaching much of the biomimicry course, assisting in the development and delivery of student and teacher programming for Cleveland Metropolitan STEM (Science, Technology, Engineering and Math) Schools, and developing a concept for Animal Housing and Exhibit project. All inventions, designs, reports, drawings, etc. made as a part of these services, will be owned by Cleveland Metroparks.

**Costs and Funding**

Cleveland Metroparks will pay GLBio for an “Interim Period” (before the Fellow starts) and a “Fellow Period” (five-year duration in the program). During the Interim Period Cleveland Metroparks will pay GLBio \$17,000 in two monthly installments of \$8,500 each. During the Fellow Period Cleveland Metroparks will pay GLBio \$128,100 in twenty quarterly installments of \$6,405. This is a total of \$145,100 paid out over the course of five years (ending August 31, 2020). These payments will be funded by a grant through Cleveland Zoological Society.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a five year agreement with Great Lakes Biomimicry, Inc. beginning August 31, 2015 and ending August 31, 2020 for a total amount not to exceed \$145,100 in a form approved by the Chief Legal and Ethics Officer.

**See Approval of this Item by Resolution No. 15-09-146 on Page 80309**

**SERVICES (\$10,000 - \$50,000) ACQUIRED**  
**SINCE LAST BOARD MEETING (Presented 09/09/15)**

Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 4 (a), as revised and approved by the Board of Park Commissioners on January 10, 2013, *"The CEO is authorized to enter into contracts and contract amendments for construction, change orders, and to purchase equipment, goods and services, and real estate, without prior approval of the Board in each instance, if the cost of the contract or contract amendment, for any single project, or the amount of the purchase, does not exceed \$50,000. Any contracts where the cost exceeds \$10,000 or any purchase where the amount exceeds \$10,000, and approved by the CEO, shall be reported to the Board at its next regularly scheduled meeting following the execution of said contract or said purchase,"* the following is provided:

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Inventory software re: 4 (four) Micros/Oracle retail locations throughout Cleveland Metroparks for a 3-year period beginning August 20, 2015 and ending August 19, 2018.	Yellow Dog Software	\$25,868.16	(3)
Replacement of two 4” valves near road at Little Met Golf Course. Originally seen by Board on July 9, 2015. Shown here to add funds for services authorized during repairs.	Noce Enterprise, Inc. Additional...	\$11,400.00 <u>1,000.00</u> \$12,400.00	(7)
Four dual band radios including chargers, speaker microphones and 3-year extended warranties for use by the Ranger Department.	VASU Communications, Inc.	\$12,804.00	(2)
New hire assessments, interviews, and psychological testing with feedback sessions for Human Resources. First seen by Board on April 16, 2015 agenda. Shown here to add costs for additional testing.	P R A D C O Additional...	\$19,100.00 <u>2,260.00</u> \$21,360.00	(5)
Armor stone for Button Road erosion project. Not available from aggregate bid. Last seen by Board at the July 9, 2015 meeting. Shown here to accommodate cost for more stone required to complete the job.	Zeiter Trucking, Inc. Additional...	\$15,293.40 <u>13,000.00</u> \$28,293.40	(7)

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

<b>REF. NO. / ITEM – SERVICE</b>	<b>VENDOR</b>	<b>COST</b>	<b>PROCEDURE</b>
Portable banquet island bars for Stillwater Place at zoo.	Vermont Culinary Islands	\$20,095.11	(7)
Prosecuting services “as needed” through December 31, 2015.	Valore and Gordillo	\$10,001.00	(5)
Various walk off mat rental services throughout Cleveland Metroparks for a two-year period beginning August 4, 2015 and ending August 3, 2017.	Aramark Mat Services	\$19,000.00	(7)
Various light fixtures for foyer, main ballroom and stairwell area of Manakiki Golf Clubhouse.	House of Lights, Inc.	\$10,945.00	(7)
FMLA (Family Medical Leave Administration) services for second and third year at a discounted rate beginning September 1, 2015 through August 31, 2017.	Benefit Admin. Services Int’l	\$23,000.00	(7)
Compost demolition services at Timberlane Farms.	Abundant Services, Inc.	\$25,950.00	(7)
Liquor license renewal for various Cleveland Metroparks locations.	Ohio Department of Commerce	\$15,480.00	(3)
Six month mobile trailer rental for temporary offices for Ranger mounted unit at Timberlane Farms.	Apple Mobile Leasing, Inc.	\$12,350.00	(7)
Two 30’x4’ fiberglass bridges that can be carried into the woods at remote sites and added to trails.	ET Techtonics	\$15,500.00	(3)
Skylight replacement on barn roof at Timberlane farms,	Industrial First, Inc.	\$27,800.00	(7)



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

REF. NO. / ITEM – SERVICE	VENDOR	COST	PROCEDURE
Purchase of used vehicles at an auction held by J. J. Kane at the discretion of the fleet manager for a total amount not to exceed \$50,000.	J. J. Kane	\$50,000.00	(3)

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

- (1) "**BID**" - Formal bid invitations sent and advertised in *The Plain Dealer* 15 days preceding the bid opening.
- (2) "**COOPERATIVE**" - Purchased through cooperative purchasing programs i.e. – State of Ohio, US Communities, etc.
- (3) "**SOLE SOURCE**" - Purchased from one source as competitive alternatives are not available.
- (4) "**PROPRIETARY**" – Products purchased for resale directly from the brand’s manufacturer.
- (5) "**PROFESSIONAL SERVICE**" – Services of an accountant, architect, attorney at law, physician, professional engineer, construction project manager, consultant, surveyor or appraiser as outlined under Article 5, Sections 1-4 of the Board By Laws and defined by ORC 307.86.
- (6) "**COMPETITIVE QUOTE (up to \$10,000)**" - Originally estimated \$10,000 or less, quoted by three vendors
- (7) "**COMPETITIVE QUOTE (over \$10,000 to \$50,000)**" – Chosen through the accumulation of three written quotes.

**CONSTRUCTION CHANGE ORDERS (09/09/15)**

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 4 (b) and (c), as revised and approved by the Board of Park Commissioners on January 10, 2013, "...the CEO is not authorized to enter into any change orders to construction contracts, without prior approval of the Board in each instance, except that the CEO is authorized to enter into change orders to construction contracts, without prior approval of the Board in each instance, where the additional cost is less than THE LESSER OF: (i) \$50,000, or (ii) ten percent (10%) of the cost of the contract. Each change order by the CEO under this Article shall be reported to the Board at the next meeting of the Board following the execution of said change order."

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

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order No.</u>
<p><b><u>Bridge Inspection/Evaluation</u></b>                      Original Contract Amount plus                      Change orders #1 &amp; #2 =                      \$197,400.00</p> <p><i>Revised Contract Amount:</i>                      Change order #3                      Added \$4,920.00.                      Total value revised to                      \$202,320.00</p>	<p>Additional bridge inspection services including core samples and testing.</p>	<p>Pennoni Associates, Inc.</p>	<p>No. 3</p>

**INFORMATION/BRIEFING ITEMS/POLICY.**

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

**Jennifer Wilson, Education Specialist**

Jennifer Wilson's journey at Cleveland Metroparks began in Spring 2001 as a volunteer at Cleveland Metroparks Zoo in the Primate Cat and Aquatics building assisting in aquatic animal care, general husbandry as well as maintenance of the exhibits. In 2005, she returned to the Park District as a Seasonal Education Intern during the Summer/Fall Season. In September of 2014 Jennifer officially joined the staff of Cleveland Metroparks in her current position as an Education Specialist at Cleveland Metroparks Zoo. Prior to coming to Cleveland Metroparks, Jennifer was the Guest Animal Experience Education Manager for Disney's Animal Kingdom Theme Park. While in her position with Walt Disney World, Jennifer was responsible for supervising, coaching and developing a team of 50+ full and part-time employees who provided educational, conservation-based programming at Disney's Animal Kingdom, The Seas with Nemo & Friends and within the local, Orlando community. Jennifer holds a Bachelor of Arts in Biology as well as a minor in Marine Science from Wittenberg University in Springfield, Ohio.

- (b) ***Cleveland Metroparks Small Unmanned Aircraft Program Update***  
(Originating Source, Stephen V. Mather, GIS Manager / Sean E. McDermott, P.E., Chief Planning and Design Officer)

Cleveland Metroparks small Unmanned Aircraft (drone) program is intended to provide detailed imagery and mapping in support of park management objectives. The first flights for the program were executed July 31, 2015 over Rising Valley Wetland Complex and Bellus Road field in Hinckley Reservation.

During the seven (7) flights more than 1,800 images were captured. Once processed, more than 10 GB of very high resolution imagery reveal unprecedented detail about the location, extent, and health of native and invasive plant communities. The resulting maps are already informing invasive plant management objectives and provide a baseline against which to measure effectiveness of management and document future vegetation changes. An update will be provided to the Board.

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)****(c) *Towpath Trail Schedule Update***

*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Richard J. Kerber, Project Manager)*

The completion of the Towpath Trail from the current terminus at Harvard Rd to Canal Basin Park is divided into three segments or stages to facilitate design and funding availability. The three Stages are:

- Stage 1 – Harvard Rd to Steelyard Commons
- Stage 3 – Steelyard Commons to University Avenue
- Stage 4 – University Ave to Canal Basin Park

The overall budget for the design, right of way acquisition and construction of the three stages is estimated at approximately \$43,000,000 distributed roughly according to the chart shown on page **80327**.

The construction documents for the first stage to go under construction have just been completed and so it seems a good time to provide an overall update on the status and schedule of the overall project. Construction funds through the federal government become available in increments annually over the next three years. A chart showing the timeline for the various components is included on page **80328** and can be summarized as follows:

**Stage 3**

- Design - 99% complete
- Environmental – 100% complete
- Right of Way Acquisition – In process
- Construction Start – July 2016

**Stage 4**

- Design - 30% complete
- Environmental – 100% complete
- Right of Way Acquisition – Begins Summer 2016
- Construction Start – July 2017

**Stage 1**

- Design - 30% complete
- Environmental – 100% complete
- Right of Way Acquisition – Begins Fall 2016
- Construction Start – July 2018

**AWARD OF BIDS; CONSTRUCTION CHANGE ORDERS; STATUS RE: CAPITAL PROJECTS.**

The following were presented to the Board for award/acknowledgment: bid tabulations, as shown on pages **80309** through **80314**; \$10,000 to \$50,000 purchased items/services report, pages **80315** through **80317**; and construction change orders, page **80318**.

**APPROVAL OF VOUCHERS AND PAYROLL.**

**No. 15-09-137:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages **80329** to **80404**.

Vote on the motion was as follows:

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

Nays: None.

**DATE OF NEXT MEETING.**

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, October 1, 2015, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

**EXECUTIVE SESSION.**

**No. 15-09-147:** At 9:34 a.m., upon motion by Vice President Rinker, seconded by Vice President Berry and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Acquisition/Purchase of Real Property, as stated by Chief Legal and Ethics Officer, Rose Fini.

Vote on the motion was as follows:

Aye: Ms. Berry

Aye: Mr. Rinker

Aye: Mr. Moore

Nays: None.

**No action was taken as a result of the Executive Session.**

**ADJOURNMENT.**

**No. 15-09-148:** There being no further matters to come before the Board, upon motion by Vice President Rinker, seconded by Vice President Berry, and carried, President Moore adjourned the meeting at 11:04 a.m.

Vote on the motion was as follows:

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

Nays: None.

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President.

Attest:

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Secretary.

	2015						2014								
	Annual Budget	Rev. Annual Estimate (A)	Y-T-D Estimate	Y-T-D Actual	Y-T-D Variance	% of Rev. Ann. Est.	M-T-D Estimate	M-T-D Actual	M-T-D Variance	% of Rev. Ann. Est.	Annual Actual	Y-T-D Actual	% of Ann.	M-T-D Actual	% of Ann.
Beginning Cash Bal.	\$36,015,173	\$36,015,173	\$36,015,173	\$36,015,173	\$0	100.0%	\$39,995,397	\$49,729,716	\$9,734,320	138.1%	\$27,389,019	\$27,389,019	100.0%	\$50,740,695	185.3%
<b>Receipts:</b>															
Property Tax	\$72,941,650	\$72,941,650	\$69,321,403	\$70,876,804	\$1,555,401	97.2%	\$9,907,107	\$9,921,908	\$14,802	13.6%	\$73,424,458	\$67,666,349	92.2%	\$9,268,050	12.6%
Grants/Loc. Govt.	10,353,741	13,517,647	6,070,258	5,245,561	(824,697)	38.8%	949,910	214,763	(735,147)	1.6%	8,112,053	4,940,964	60.9%	900,943	11.1%
Invest. Inc.	75,000	75,000	33,367	87,141	53,774	116.2%	4,498	11,916	7,418	15.9%	91,232	40,588	44.5%	5,472	6.0%
Golf Receipts	6,480,011	6,480,010	5,261,390	4,770,640	(490,750)	73.6%	1,234,301	1,137,370	(96,931)	17.6%	5,873,930	4,769,288	81.2%	1,118,856	19.0%
Zoo Receipts	9,512,234	9,512,234	7,509,963	7,257,559	(252,403)	76.3%	1,228,871	1,179,779	(49,092)	12.4%	8,034,006	6,342,893	79.0%	1,037,901	12.9%
Chalet/Rest./Conc.	4,045,497	4,045,497	2,467,114	2,869,808	402,694	70.9%	920,480	671,678	(248,802)	16.6%	1,983,975	1,209,911	61.0%	451,418	22.8%
Ledge Pool	167,050	167,050	172,663	155,246	(17,418)	92.9%	14,473	18,392	3,918	11.0%	132,861	137,326	103.4%	11,511	8.7%
Self-funded Reserve	6,726,905	6,726,905	4,547,018	4,525,927	(21,091)	67.3%	477,889	487,289	9,400	7.2%	5,916,817	3,999,443	67.6%	420,340	7.1%
Marina and Other	2,566,924	2,566,924	1,969,055	2,223,425	254,370	86.6%	245,489	287,702	42,213	11.2%	3,371,415	2,586,170	76.7%	322,427	9.6%
<b>Total Receipts</b>	\$112,869,012	\$116,032,918	\$97,352,231	\$98,012,111	\$659,880	84.5%	\$14,983,018	\$13,930,798	(\$1,052,220)	12.0%	\$106,940,747	\$91,692,931	85.7%	\$13,536,916	12.7%
<b>Expenditures:</b>															
Salaries & Fringe	\$59,958,431	\$60,012,729	\$40,972,384	\$40,132,997	\$839,387 (C)	66.9%	\$5,304,216	\$4,933,853	\$370,363	8.2%	\$53,206,687	\$36,132,941	67.9%	\$6,659,188	12.5%
Oper. Sup./Oth.	20,514,353	20,981,711	13,309,113	12,302,954	1,006,158	58.6%	1,978,336	1,840,011	138,325	8.8%	16,477,157	10,723,053	65.1%	1,381,197	8.4%
Utilities	5,045,882	5,045,882	3,350,326	2,744,977	605,349	54.4%	487,321	420,861	66,461	8.3%	4,059,523	2,856,315	70.4%	392,061	9.7%
Equipment	3,542,494	3,685,679	2,058,158	1,587,880	470,279	43.1%	205,459	65,516	139,942	1.8%	2,906,072	2,016,541	69.4%	250,582	8.6%
Land	2,321,418	2,944,543	1,986,765	1,970,887	15,878	66.9%	503,707	14,266	489,440	0.5%	2,058,540	1,141,051	55.4%	3,287	0.2%
Constr. Mats.	8,569,077	7,604,176	4,439,240	2,577,684	1,861,556	33.9%	514,697	352,825	161,873	4.6%	2,490,262	1,643,347	66.0%	149,576	6.0%
Constr. Contracts	33,001,219	36,131,925	18,232,778	12,605,388	5,627,390	34.9%	1,796,565	642,635	1,153,931	1.8%	11,602,769	5,425,950	46.8%	104,268	0.9%
Zoo Animals	94,961	94,961	81,156	17,339	63,817	18.3%	963	(3,003)	3,966	-3.2%	39,074	37,508	96.0%	396	1.0%
Self-funded Reserve	6,901,396	6,901,396	5,394,704	5,231,745	162,959	75.8%	644,369	538,118	106,251	7.8%	5,474,511	4,279,332	78.2%	511,144	9.3%
<b>Total Exp.</b>	\$139,949,230	\$143,403,002	\$89,824,623	\$79,171,852	\$10,652,772	55.2%	\$11,435,634	\$8,805,082	\$2,630,552	6.1%	\$98,314,595	\$64,256,040	65.4%	\$9,451,700	9.6%
<b>End. Cash Bal.</b>	\$8,934,956	\$8,645,089	\$43,542,781	\$54,855,432	\$11,312,652	634.5%	\$43,542,781	\$54,855,432	\$11,312,652	634.5%	\$36,015,171	\$54,825,911	152.2%	\$54,825,911	152.2%
Encumbrances	\$0	\$0	\$13,154,565	\$13,154,565 (B)	\$0	N/A	\$13,154,565	\$13,154,565	\$0	N/A	\$8,593,797	\$11,161,507	20.4%	\$11,161,507	20.4%
<b>Avail. Cash Bal.</b>	<b>\$8,934,956</b>	<b>\$8,645,089</b>	<b>\$30,388,216</b>	<b>\$41,700,867</b>	<b>\$11,312,652</b>	<b>482.4%</b>	<b>\$30,388,216</b>	<b>\$41,700,867</b>	<b>\$11,312,652</b>	<b>482.4%</b>	<b>\$27,421,374</b>	<b>\$43,664,404</b>	<b>159.2%</b>	<b>\$43,664,404</b>	<b>159.2%</b>
Bal. in Restricted Funds	\$4,459,526	\$4,304,188	\$3,303,528	\$3,303,528	\$0	76.8%	\$3,303,528	\$3,303,528	\$0	76.8%	\$5,389,515	\$5,239,217	20.4%	\$5,239,217	20.4%
<b>Adj. Avail. Cash Bal.</b>	<b>\$4,475,430</b>	<b>\$4,340,901</b>	<b>\$27,084,688</b>	<b>\$38,397,339</b>	<b>\$11,312,652</b>	<b>884.5%</b>	<b>\$27,084,688</b>	<b>\$38,397,339</b>	<b>\$11,312,652</b>	<b>884.5%</b>	<b>\$22,031,859</b>	<b>\$38,425,187</b>	<b>174.4%</b>	<b>\$38,425,187</b>	<b>174.4%</b>

(A) Includes Appropriation Adjustment #2.

(B) Summary of Encumbrances follows on next page.

(C) Includes a total savings of \$1,174,597 due to the Position Management Program.

\* Amounts in brackets ( ) represent unfavorable variances.

\*\* Encumbrance percentage is of ending cash.

Cash balance, 7/31/15				\$49,729,716	(Exp., cont'd)		
Revenue, August 2015				\$13,930,798			
Exp.:	A/P vouchers	08/05/15	\$68,721		Payrolls		
		08/14/15	300		08/08/15	\$1,390,940	
		08/19/15	338,917		08/22/15	1,288,702	
		08/20/15	45		Payroll adj.	\$0	
		08/20/15	1,972,563		Withholding	08/08/15	338,145
		08/26/15	197,514		08/22/15	308,736	
	Purchasing card		\$358,640		ADP	\$4,001	
	Fringe vouchers	08/14/15	599,813		Total payroll	\$3,330,524	
		08/28/15	564,917				
	Rec./vouch. adj.		(\$4,400)		Total exp.	\$8,805,082	
	Refunds		(98,724)				
	Hospitalization/WC Reserve		431,110				
	Medical Mutual Self Insurance		359,493				
	Bank fees		42,679				
	Aud./treas. fees		479,599				
	Sales tax, misc. exp.		163,371				
<b>Subtotal exp.</b>				\$5,474,558	<b>Ending cash bal., 08/31/15</b>	<b>\$54,855,432</b>	

**Cleveland Metroparks  
Encumbrance Summary - 08/31/15**

	<u>General</u>	<u>Capital Equip., Animals &amp; Land</u>	<u>Capital Constr. Projects</u>	<u>Encumbrance</u>
General Fund	\$4,981,199			\$4,981,199
Health Insurance Reserve	271,000			271,000
Property Insurance Reserve	63,516	8,407		71,923
Workers' Comp. Reserve	0			0
<i>Subtotal</i>	<hr/> \$5,315,716	\$8,407	\$0	<hr/> \$5,324,123
Capital Fund:				
Equipment		\$1,430,071		
Animals		12,246		
Land		19,053		
Constr. Matl.			\$381,491	
Constr. Contracts			<u>4,360,504</u>	
<i>Subtotal Capital Fund</i>		<hr/> \$1,461,370	\$4,741,995	\$6,203,365
Restricted Funds:				
General	\$463,496			
Equipment		\$30,057		
Animals		157		
Land		0		
Constr. Matl.			\$67,281	
Constr. Contracts			<u>1,066,086</u>	
<i>Subtotal Restricted Funds</i>	<hr/> \$463,496	\$30,214	\$1,133,367	\$1,627,077
Subtotal Construction Projects Encumbrances			<hr/> <u>\$5,875,362</u> *	
Total Encumbrances				<hr/> <u>\$13,154,565</u>

**Capital Construction Project Encumbrances over \$50,000**

<u>Div.</u>	<u>Location</u>	<u>Capital Constr. Project #/Description</u>	<u>Encumbrance</u>
1110	Executive Administration	A10007 Administrative Office Improvements	\$174,455
1538	Mill Stream Park Management	S15011 Timberlane Farm Stables	71,225
1543	Ohio and Erie Canal Park Management	L13001 Mill Creek Connector Trail	1,402,110
1546	Lakefront Park Management	Q14006 Edgewater Post-season Construction	176,163
1546	Lakefront Park Management	Q14010 E. 55 Marina Bathrooms and Shelter	244,080
1546	Lakefront Park Management	Q14011 E. 55 Marina Concession Building	78,318
1546	Lakefront Park Management	Q14041 Water Taxi Docks	972,243
1546	Lakefront Park Management	Q15003 Dock Replacement	67,840
1547	Euclid Creek/East Shores	Q14029 Wildwood Management Building	61,090
1547	Euclid Creek/East Shores	Q14032 Park General Design	84,942
1750	Zoo Facility Operations	V91099 General Projects	87,799
1810	Information Technology Services	A14011 Network Upgrades	289,299
1930	Human Resources	A14005 HRIS/Payroll System	98,920
3308	Seneca Golf Course	812001 Seneca Course Redesign	76,137
5134	Wendy Park Bridge - TPL	Q15134 Wendy Park Bridge Design	312,451
5465	Mill Creek Connector - ODOT	J12465 Mill Creek Connector Phase 2	353,686
5791	Tiger Exhibit - Zoological Society	V15791 Tiger Exhibit Construction	197,769
	All other capital project encumbrances		<hr/> 1,126,835
Total Capital Construction Projects Encumbrances			<hr/> <u>\$5,875,362</u> *

Source: David J. Kuntz, Chief Financial Officer  
9/8/15



**CLEVELAND METROPARKS  
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES  
FOR THE MONTH ENDED AUGUST 31, 2015**

ACCOUNTS RECEIVABLE

RANGER/COURT FINES RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$122,086.50	\$4,249.31	\$12,202.97	\$13,782.17	\$152,321

Total
\$25,994.42

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Principal	Interest to be Earned
07/31/15	STAR Ohio	State pool (A)	31	0.11%	08/31/15	\$1,012,663	\$97
07/31/15	STAR Plus	State pool (B)	31	0.20%	08/31/15	\$34,071,671	\$5,782
07/31/15	PNC Bank	Money Market (C)	31	0.01%	08/31/15	\$7,104,284	\$53
07/31/15	Fifth Third Securities	Money Market (D)	31	0.01%	08/31/15	\$17,556	\$1

(A) State Treasurer's Asset Reserve (STAR).

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

(C) Government Performance Money Market Account.

Investment principal varied between \$2,104,284 and \$9,104,284 in August.

(D) Federated Government Money Market Account used to temporarily reinvest Brokered Certificate of Deposit interest payments.

Investment principal varied between \$17,004 and \$17,556 in August.

Source: David J. Kuntz, Chief Financial Officer  
09/08/15

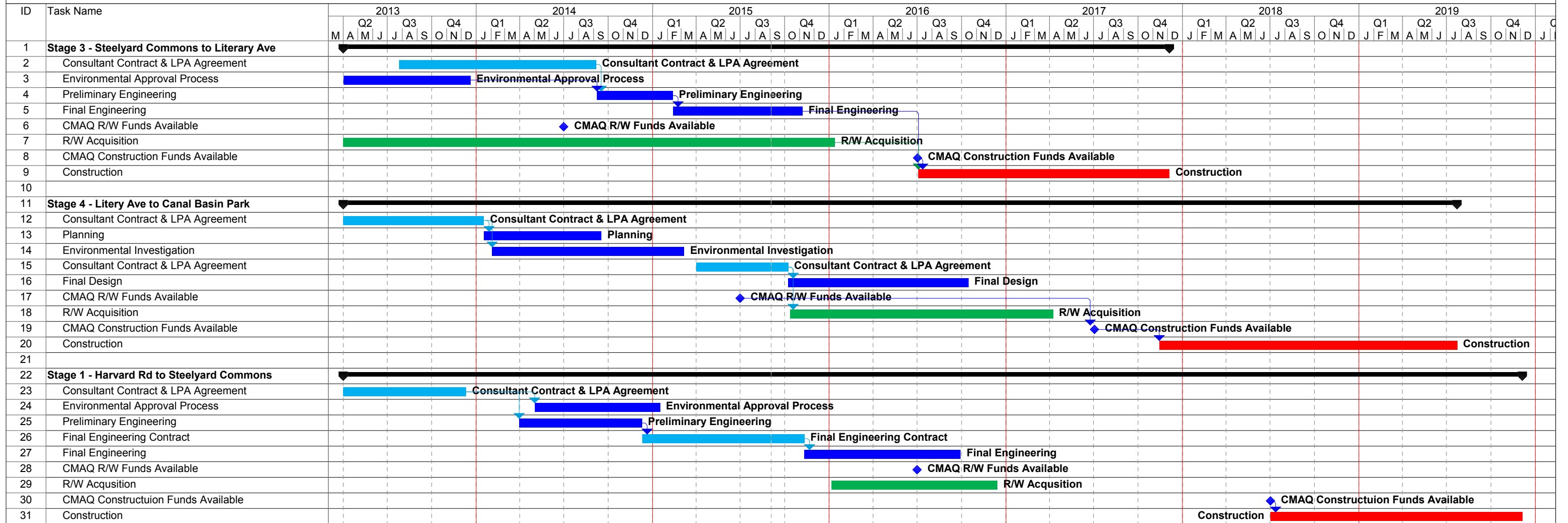
**CLEVELAND METROPARKS**  
**2016 TEMPORARY APPROPRIATIONS BY OBJECT OF EXPENDITURE**  
 (equivalent to 24% of 2015 appropriations)

<u>Object Code</u>	<u>Object Description</u>	<u>Operating</u>	<u>Capital</u>	<u>Self-funded Insurance Reserve</u>	<u>Property/Liability Ins. Reserve</u>	<u>Restricted Donations</u>	<u>Total</u>
51000 }							
53000 }							
71000 }	Salaries & cap. proj. labor	\$10,455,538.32	\$312,000.00	\$22,896.00	\$56,428.08	\$80,389.92	\$10,927,252.32
52000	Employee fringe benefits	3,417,793.20	0.00	10,936.56	16,356.96	14,683.44	3,459,770.16
54000	Property taxes	5,836.08	0.00	0.00	0.00	0.00	5,836.08
55000	Risk management	72.00	0.00	1,613,649.60	253,409.76	0.00	1,867,131.36
56000	Legal fees	74,096.40	0.00	0.00	0.00	0.00	74,096.40
57000	Office operations	851,926.08	0.00	26,946.96	6,411.12	247,732.80	1,133,016.96
58000	Employee services	206,034.24	0.00	0.00	6,859.20	39,096.48	251,989.92
59000	Tools & equipment	87,317.28	0.00	0.00	0.00	11,117.52	98,434.80
60000	Janitorial sup./exp.	155,251.20	0.00	0.00	0.00	7,848.00	163,099.20
61000	Turf mgmt. sup./exp.	151,194.72	0.00	0.00	0.00	14,256.24	165,450.96
62000	Rd./trail mtce./repairs	83,793.84	0.00	0.00	0.00	0.00	83,793.84
63000	Prop. mtce./repairs	318,845.52	0.00	0.00	0.00	14,721.60	333,567.12
64000	Fleet mtce. sup./exp.	592,529.76	0.00	0.00	168.00	5,103.60	597,801.36
65000	Animal care sup./exp.	215,884.32	0.00	0.00	0.00	32,792.64	248,676.96
66000	Enterprise expense	686,988.48	0.00	0.00	0.00	10,843.20	697,831.68
67000	Spec. prog. sup./exp.	230,043.36	0.00	0.00	240.00	173,655.12	403,938.48
68000	Utilities	1,078,326.24	0.00	0.00	302.40	456.00	1,079,084.64
69000	Prod. sup./exp. & contingency	0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal	\$18,611,471.04	\$312,000.00	\$1,674,429.12	\$340,175.52	\$652,696.56	\$21,590,772.24
72000	Constr. matls./exp.	\$0.00	\$1,699,420.32	\$0.00	\$1,729.20	\$201,724.32	\$1,902,873.84
73000	Contract cap. imp.	0.00	5,196,587.76	0.00	0.00	1,565,095.44	6,761,683.20
74000	Major cap. equip.	0.00	666,375.84	0.00	0.00	42,992.64	709,368.48
75000	Zoo animal acquis.	0.00	19,471.44	0.00	0.00	439.20	19,910.64
76000	Land acquis.	0.00	472,672.08	0.00	0.00	68,175.60	540,847.68
	Subtotal	\$0.00	\$8,054,527.44	\$0.00	\$1,729.20	\$1,878,427.20	\$9,934,683.84
	Total fund	\$18,611,471.04	\$8,366,527.44	\$1,674,429.12	\$341,904.72	\$2,531,123.76	\$31,525,456.08

# Financial Plan - Towpath Trail - Harvard Road to Canal Basin Park

Task	Federal House/Senate	State House	Clean Ohio Land	NOACA CMAQ	Clean Ohio Trails	State Capital ODNR	Steelyard TIF	Current Budget Projection	Task
<b>STAGE 1</b>								\$ -	<b>STAGE 1</b>
Design	\$ 1,501,782							\$ 1,501,782	Design
ROW				\$ 750,000		\$ 183,214	\$ 566,786	\$ 1,500,000	ROW
Construction				\$ 8,000,000	\$ 500,000	\$ 500,000	\$ 1,000,000	\$ 10,000,000	Construction
<b>STAGE 3</b>								\$ -	<b>STAGE 3</b>
Design	\$ 3,467,818							\$ 3,467,818	Design
ROW			\$ 875,250	\$ 1,000,000		\$ 100,000	\$ 50,000	\$ 2,025,250	ROW
Construction			\$ 1,364,250	\$ 9,600,000	\$ 1,032,222	\$ 3,528		\$ 12,000,000	Construction
<b>STAGE 4</b>								\$ -	<b>STAGE 4</b>
Design	\$ 890,800	\$ 792,000						\$ 1,682,800	Design
ROW				\$ 200,000		\$ 450,000		\$ 650,000	ROW
Construction				\$ 8,000,000			\$ 2,000,000	\$ 10,000,000	Construction
<b>Fund Totals</b>	<b>\$ 5,860,400</b>	<b>\$ 792,000</b>	<b>\$ 2,239,500</b>	<b>\$ 27,550,000</b>	<b>\$ 1,532,222</b>	<b>\$ 1,236,742</b>	<b>\$ 3,616,786</b>	<b>\$ 42,827,650</b>	<b>Fund Totals</b>
<b>Summary By Stage</b>			<b>Summary by Category</b>						
Stage 1	\$ 13,001,782		Design	\$ 6,652,400					
Stage 3	\$ 17,493,068		ROW	\$ 4,175,250					
Stage 4	\$ 12,332,800		Construction	\$ 32,000,000					
Total	\$ 42,827,650		Total	\$ 42,827,650					

### Towpath Trail Extension Summary Schedule



**RESOLUTION NO. 15-09-137**

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 following **Checks** dated August 19, 2015 in the amount of \$338,917.10; and **Checks** dated August 26, 2015 in the amount of \$197,513.73; and **Checks** dated August 28, 2015 in the amount of \$564,916.98; and **Checks** dated September 9, 2015 in the amount of \$1,452,927.01; and **Manual Check** number M000604 dated September 9, 2015 in the estimated amount of \$1,418.70 (Euro) based on the Euro to US Dollar conversion on September 9, 2015 payable to Western Union Business Solutions; and **Manual Check** number M000605 dated September 9, 2015 in the amount of \$172,467.50 payable to Surety Title Agency Inc.; and **“Then and Now Certificates”** including **Visa Purchasing Card** purchases dated August 9, 2015 to August 29, 2015 in the amount of \$259,405.51; and **Visa Travel Card** purchases dated August 9, 2015 to August 29, 2015 in the amount of \$28,093.59; and **Purchases**, including but not limited to purchases of \$1,000.00 or more, as listed on the voucher summary for which certification of funds was not obtained before the purchase, be approved.

PASSED: September 9, 2015

Attest: \_\_\_\_\_  
President of the Board of Park Commissioners  
  
\_\_\_\_\_  
Chief Executive Officer

**VOUCHER SUMMARY**

	No. of Vendors	No. of Purchases	Amount	Average Vendor Amount	Average Purchase Amount	Code	<u>CODE LEGEND</u>
Bid Items	31	199	\$ 577,293.50	\$ 18,622.37	\$ 2,900.97	C	
Board Authorized Payments	34	210	\$ 370,303.33	\$ 10,891.27	\$ 1,763.35	A	
Director Approved Payments	50	220	\$ 196,465.29	\$ 3,929.31	\$ 893.02	D	
Telephone-Written Quote Items	24	54	\$ 74,686.99	\$ 3,111.96	\$ 1,383.09	P	
Telephone Quote Items	53	120	\$ 115,917.10	\$ 2,187.12	\$ 965.98	T	
Utilities	25	224	\$ 354,451.60	\$ 14,178.06	\$ 1,582.37	U	
Health Insurance	7	10	\$ 163,519.47	\$ 23,359.92	\$ 16,351.95	H	
Other Exempt Items	58	65	\$ 605,669.24	\$ 10,442.57	\$ 9,317.99	E	
Non-Bid Items less than \$1,000	69	141	\$ 29,007.20	\$ 420.39	\$ 205.72	N	
Purchases Obtained w/o Cert.	9	10	\$ 66,961.10	\$ 7,440.12	\$ 6,696.11	S	
	<b>360</b>	<b>1253</b>	<b>\$ 2,554,274.82</b>	<b>\$ 7,095.21</b>	<b>\$ 2,038.53</b>		

- N - Purchases less than \$1,000 for vendors who do not accept a credit card; purchase order is printed
- T - Telephone quoted items from \$1,000 to \$5,000 (Various vendors of our choice are contacted to provide a verbal quotation on a specific item. A minimum of three phone quotes are observed.)
- P - Telephone quoted items from \$5,001 to \$10,000 (The lowest of three phone quotes must submit a written quote.)
- D - Items from \$10,001 to \$50,000 approved by Chief Executive Officer including Article XII purchases.
- E - Exempt items - (Taxes, assessments, credit card payments and permit fees which require timely payments, employee reimbursements, prisoner housing, court costs, refunds, petty cash, special purchase account, land acquisition expense up to \$5,000 to secure closing transactions and legal obligations of the board.)
- C - A complete descriptive bid specification is developed, advertised for public notice and awarded to the lowest and/or best bidder including Article XII purchases.
- A - Board authorized payments.
- U - Utilities
- H - Health insurance purchase in accordance with our negotiated bargaining agreements and other employee/group insurance premiums.
- S - Purchases obtained without certifications of funds.

**RECOMMENDED ACTION:**

That The Board of Park Commissioners approves **Resolution No. 15-09-137** listed above.