

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

NOVEMBER 13, 2014

The Board of Park Commissioners met on this date, Thursday, November 13, 2014, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

The roll call showed President Bruce G. Rinker, Vice President Debra K. Berry and to be present. Vice President Dan T. Moore was absent from the meeting. 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. 14-11-184: It was moved by Vice President Berry, seconded by President Rinker and carried, to approve the minutes from the Regular Meeting of October 30, 2014, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

PUBLIC COMMENTS.

Ms. Marty Leshner of Olmsted Township read from a prepared statement. Ms. Leshner's comments 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 2014 vs. 2013 Year-To-Date, for the Month Ended October 31, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **78735** to **78737** and they were filed for audit.

ACTION ITEMS.

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

Standley I. Allen, Senior Technician - Lead

Standley Allen has served Cleveland Metroparks for more than 23 years, utilizing his knowledge, skills and abilities as Handyperson, Technician, Senior Technician and lastly, Senior Technician – Lead. Stan has helped to maintain and enhance parkways, bridle trails, ball fields, all-purpose trails, and numerous facilities throughout several Park District reservations. He has utilized his mechanical skills to maintain and repair fleet vehicles. Stan has also used his acquired skills to operate snow removal equipment on roadways and parking lots, and has helped to repair, replace and winterize drinking fountains and a waterfall water feature. Stan assisted with numerous improvements and initiatives such as construction of a vehicle lot and waterline installation at Euclid Creek; trenching at Squire's Castle; installation of a basketball court and security gate at North Chagrin; rehabilitation of the boardwalk at Mill Creek Falls; and multiple interior renovations at Garfield Park Nature Center, including the internal rain water exhibit and outside rain barrels. Stan has been a valued asset to the Park District, and the products of his labor have been appreciated and will not be forgotten.

Clara M. Parker, Receptionist

Clara Parker has served Cleveland Metroparks for more than 14 years, utilizing her knowledge, skills and abilities as a Visitor Services Assistant, Visitor Services Assistant/Receptionist, and Receptionist. Clara has provided welcoming and helpful assistance to callers and building visitors. She demonstrated patience and attention to detail whether accepting a bid document, guiding youth in completing employment applications, or preparing kits for the media and the Kids Club. Clara used her communication and interpersonal skills to interact with and respond to requests and questions from Park District visitors. Through her demonstrated spirit of cooperation, she provided administrative support to various building staff such as filing and preparing mailings for Marketing, Purchasing, Planning & Design, and Human Resources. She assisted with job training for new reception staff, and served as a mentor for the Park Pathways Internship Partnership (PPIP). Clara has volunteered throughout the Park District at numerous events such as Train Day, Cedar Valley Settlers Celebration & Music Festival, the Fishing Derby, and youth opportunities with Nature Tracks. Clara has been a valued asset to Cleveland Metroparks, and the results of her labor have been appreciated and will not be forgotten.

ACTION ITEMS (cont.)**Lucille W. Wheeler, Administrative Assistant**

Lucille Wheeler has served Cleveland Metroparks for more than 11 years, utilizing her knowledge, skills and abilities as a Secretary and Administrative Assistant. Lucy has provided organizational and technical expertise for the Chief Operating Officer. Prior to that, she supported the Director of Park Operations and the Safety & Environmental Manager. She has supervised and provided work direction to Park Operations administrative support staff and willingly trained staff as appropriate. Lucy has served as the department liaison for records retention for the Park Operations division. She demonstrated a spirit of cooperation when she volunteered and served on the annual STAR Tour planning team, the Ohio Parks & Recreation Association Conference planning committees, the Post It Committee, and supported Summer Magic activities. Lucy has been a valued asset to Cleveland Metroparks, and the products of her labor have been appreciated and will not be forgotten.

No. 14-11-185: It was moved by Vice President Berry, seconded by President Rinker and carried, to recognize Standley I. Allen, Clara M. Parker, and Lucille W. Wheeler for their years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolutions found on pages **78738** through **78740**.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

- b. *Consultant Agreement – RFQ #6023: Zoo Pump Station #1 and #2 Rehabilitation Engineering and Design***
(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer)

Background:

Since original construction in 1953-54, Pump Stations #1 and #2 at the Zoo have been in continuous operation. The two-station system utilizes a “lower” and “upper” (Pump Station #1 and Pump Station #2, respectively) station to transport sanitary sewage flows from the Zoo to Fulton Parkway. In 2002, a section of force main was replaced downstream of Pump Station #2 to the point of connection with the gravity system that flows to Fulton Parkway. Due to age and importance of the pump station system, it is required that the system be rehabilitated.

As part of the design of the new system, it is the Cleveland Metroparks Zoo’s desire to eliminate the “upper” pump station (Pump Station #2) as part of the project. During the due diligence and investigation portion of the engineering study, removal of Pump Station #2 will be analyzed and likely identified for removal, which will provide for long term operational cost savings.

ACTION ITEMS (cont.)

RFQ Response and Analysis:

On September 12, 2014 Cleveland Metroparks issued a request for qualifications (RFQ) for professional design services and invited qualified design professionals to submit their qualifications for the design of rehabilitation of the pump station system. The RFQ yielded seven (7) responses from consultant teams. Qualifications were reviewed by Cleveland Metroparks staff on October 16, 2014, and pursuant to ORC 153.69, the top three (3) firms were ranked in order of most qualified. CT Consultants, Inc. has been identified as the most qualified. The consultant teams who submitted statements of qualifications, and the top three (3) firm rankings are as follows:



**Cleveland Metroparks Zoo
Pump Station #1 and #2 Rehabilitation
Responses to Request for Qualifications (RFQ 6023)**



Prime / Engineer	Contact (Name/Phone/Email)	Geotech	Survey	Mechanical	Structural	Architect	Date / Time Submitted
Burgess & Niple - RANKED #2	Chuck Zibbel / 440-354-9700	Burgess & Niple	Burgess & Niple	Burgess & Niple	Burgess & Niple	Burgess & Niple	9/29/14 @ 12:43
CT Consultants - RANKED #1	Shawn Aiken / 440-951-9000	CT	CT	CT	CT		9/29/14 @ 12:02
Environmental Design Group RANKED #3	Jim Demboski / 330-375-1390	EDG	EDG	Karpinski	Karpinski		9/29/14 @ 10:29
LJB	Tom Likavec / 440-6834504	LJB	LJB	TEC	LJB		9/29/14 @ 10:41
Michael Benza & Associates	Steven Benza / 440-526-4206 srbenza@mbezaenr.com	Michael Benza & Associates	Michael Benza & Associates	DLZ	DLZ		9/29/14 @ 1:32
Scheeser Buckley Mayfield	Kevin Noble / 330-526-2700	SBM	SBM	SBM	SBM		9/26/14 @ 10:15
URS	Mark Buchenic / 216-622-2400	URS	URS	URS	URS	URS	9/29/14 @ 12:02

Statements of Qualifications reviewed by John Kilgore, Chris Lowe, and Sean McDermott on 10/16/14 at 2:00 pm. with Kyle Baker in attendance

Proposal Analysis:

A proposal was requested from CT Consultants, Inc. to cover the due diligence, design engineering, construction document preparation, and construction administration for the pump station system rehabilitation. The proposed cost of \$60,000.00 covers the below scope:

Due Diligence

- Utility Verifications
- Electrical Facilities Review
- Structural Inspection
- Chase / Tunnel Inspection
- Pump Station Operations Review
 - o Pump Station #2 Removal Analysis
- Topographic and Location Survey

ACTION ITEMS (cont.)Design

- Pump Data Analysis
- Pump Alternative Analysis
- Force Main Design
- Electrical Service Design
- Emergency Operations Analysis
- Building Code Review
- Construction Phasing Plan

Preparation of Final Construction Documents

- Prepare Final Drawings
- Secure Permits / Approvals
- Prepare Technical Specifications
- Finalize Phasing Plan for Construction

Construction Administration

- Attend Pre-Bid, Pre-Con, and Construction Progress Meetings
- Review Shop Drawings
- Address RFI's, Bulletins and Addendums

It is anticipated that the CT Consultants, Inc. will need approximately ninety (90) days to complete the above scope.

No. 14-11-186: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to enter into a Professional Service Agreements for the Rehabilitation of Pump Stations No. 1 and No. 2 at the Cleveland Metroparks Zoo with **CT Consultants, Inc.**, in the not-to-exceed amount of **\$60,000.00** for due diligence and design services, in a form acceptable to the Chief Legal and Ethics Officer, pursuant a proposal dated November 5, 2014.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

c. *The Cleveland Foundation Centennial Lake Link Trail: City of Cleveland Properties* (Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Richard J. Kerber, Project Manager/Donna L. Studniarz, Chief of Strategic Initiatives/Kyle G. Baker, Assistant Legal Counsel)

As presented at the Board meeting of October 30, 2014, Cleveland Metroparks is working on assembling the land necessary for the first segment of the Cleveland Foundation Centennial Lake Link trail, between Scranton and Columbus Roads. As the Towpath trail continues northward, the Lake Link trail will head westerly, crossing over Scranton Road on an aerial bridge and then continuing westerly on lands to be donated by West Creek Conservancy and L.A.N.D. studio, Inc.

ACTION ITEMS (cont.)

Cleveland Metroparks has requested from the City of Cleveland a 0.732 acre easement on the Scranton Road peninsula property to connect the Lake Link trail with the Towpath trail (reference map, page **78741**). The City is willing to provide a temporary license to enable construction to stay on schedule, while Council legislation and the permanent easement is prepared.

In addition, the Cleveland Metroparks has requested an encroachment permit from the City of 0.052 acre for the aerial bridge to cross Scranton Road. The bridge will pass over the right-of-way of Scranton Road, without any ground disturbance.

As required by Ohio Revised Code 1545.11, Judge Anthony J. Russo approved the donation of the easement prior to the Board's consideration.

No. 14-11-187: It was moved by Vice President Berry, seconded by President Rinker and carried, to accept an easement from the City of Cleveland for purposes of the Lake Link trail as hereinabove described, subject to the approval of the environmental assessment reports, surveys, and evidence of title, including exceptions to title, by the Chief Legal and Ethics Officer; further, that the Board authorize the Chief Executive Officer to execute agreements, together with supplemental instruments related thereon, if any, as deemed necessary and in form acceptable to the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

d. *Amendment: Lease Agreement with Lakeside Yacht Club*
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Donna Studniarz, Chief of Strategic Initiatives)

On June 6, 2013, the Board accepted the assignment of the State of Ohio's, by and through the Ohio Department of Natural Resources, lease with the Lakeside Yacht Club, Inc. (LYC). At this time, in order to meet LYC's capital improvement financing requirements and to provide enhanced amenities to its membership, LYC is requesting the Board to extend its lease term from October 31, 2027 to October 31, 2039.

In the context of extending the lease, Cleveland Metroparks staff met with LYC on multiple occasions to discuss pathways to increase the public's access to the lakefront given its adjacency. LYC and Cleveland Metroparks staff have identified the possibility of repositioning a path or trail in a manner closer to the shoreline to increase the public's access. Also, LYC and Cleveland Metroparks would support the creation of a public youth sailing club/center. Specifically, based upon the productive discussions with LYC, Cleveland Metroparks staff is recommending that the Board extend the LYC's lease term to October 31, 2039 based upon the following terms:

ACTION ITEMS (cont.)1. Rent

- a. Date of execution to 12.31.15: .5% of True Property Value
- b. 1.1.16 - 12.31.25: 1.5% of True Property Value + capital improvements from date of execution of \$1,667,000 (default rental payments in effect if capital obligation not met)
- c. 1.1.26 – 12.31.39: 1.5% of True Property Value + capital improvements of \$12,888/year (default rental payments in effect if capital obligation not met)

2. Public Access

- a. The Club acknowledges the Metroparks' mission to provide open public access in general and specifically its intent to increase and improve access, connections and views along Lake Erie's lakefront. Without contradicting any term or condition contained in this Lease and expressly reserving its right to quiet enjoyment of the Premises for its present and future dues paying members and transient boaters, the Club expresses its support for the Metroparks' mission and intent and pledges to cooperate with the Metroparks' decisions with respect to the same, including without limitation to cooperating with the construction of a contemplated multi-use path or trail, that may include by way of example, landscaping, wayfinding, and other trail amenities, along the Southern boundary to the Premises and the development and/or improvement of land and waterways immediately to the West of the Premises for public access.
- b. LYC contribution to Youth Sailing Club/Center*:
 - i. 1.1.15 – 12.31.15: \$5,000.00 per year
 - ii. 1.1.16 – 12.31.25: \$10,000.00 per year
 - iii. 1.1.26 – 12.31.39: \$15,000.00 per year

*Contributions to be held in a restricted account. If the Club/Center were to not come to into existence by Spring 2020 or, once created, remain dormant for greater than three calendar years, the payments would be subject to suspension and the Club would be entitled to a return of unused contributions.

Present from the Lakeside Yacht Club were Mark Carrabine, Dan Lovinger and Larry Orlovski.

No. 14-11-188:

It was moved by Vice President Berry, seconded by President Rinker and carried, to approve the extension of the lease term to October 31, 2039 and authorize the Chief Executive Officer to execute said extension, in a form approved by the Chief Legal & Ethics Officer, based upon the following terms:

1. Rent

- a. Date of execution to 12.31.15: .5% of True Property Value;
- b. 1.1.16 - 12.31.25: 1.5% of True Property Value + capital improvements from date of execution of \$1,667,000 (default rental payments in effect if capital obligation not met); and
- c. 1.1.26 – 12.31.39: 1.5% of True Property Value + capital improvements of \$12,888/year (default rental payments in effect if capital obligation not met).

ACTION ITEMS (cont.)2. Public Access

- a. The Club acknowledges the Metroparks' mission to provide open public access in general and specifically its intent to increase and improve access, connections and views along Lake Erie's lakefront. Without contradicting any term or condition contained in this Lease and expressly reserving its right to quiet enjoyment of the Premises for its present and future dues paying members and transient boaters, the Club expresses its support for the Metroparks' mission and intent and pledges to cooperate with the Metroparks' decisions with respect to the same, including without limitation to cooperating with the construction of a contemplated multi-use path or trail, that may include by way of example, landscaping, wayfinding, and other trail amenities, along the Southern boundary to the Premises and the development and/or improvement of land and waterways immediately to the West of the Premises for public access; and
- b. LYC contribution to Youth Sailing Club/Center* :
 - i. 1.1.15 – 12.31.15: \$5,000.00 per year
 - ii. 1.1.16 – 12.31.25: \$10,000.00 per year
 - iii. 1.1.26 – 12.31.39: \$15,000.00 per year

* Contributions to be held in a restricted account. If the Club/Center were to not to come to into existence by Spring 2020 or, once created, remain dormant for greater than three calendar years, the payments would be subject to suspension and the Club would be entitled to a return of unused contributions.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

- e. ***Modification of Agreement with Occupational Health Centers of OH, P.A., Co. dba Concentra Medical Centers, for Pre-Employment Physicals/Drug & Alcohol Testing (Originating Source: Harold G. Harrison, Chief Human Resources Officer)***

On December 22, 2011, the Board of Park Commissioners approved a three (3) year extension to an agreement with Concentra Medical Centers to conduct pre-employment physicals/drug testing for prospective new employee and volunteer candidates, random drug and alcohol testing for specific non-union and bargaining unit employees, and for random drug and alcohol testing through the Department of Transportation (DOT) for employees who operate buses and trucks, for a three-year renewal cost not to exceed \$60,000.00.

ACTION ITEMS (cont.)

During the past few years, Cleveland Metroparks has experienced a significant number of separations/retirements and acquired additional properties that required vacancies to be filled. As a result, the number of pre-employment physicals and random testing increased in 2012, 2013 and 2014. Therefore, it is necessary to increase the current purchase order which began February 1, 2012 and expires January 31, 2015. The anticipated modification is \$6,200.00, for a three (3) year total not to exceed \$66,200.00.

No. 14-11-189: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to modify the agreement with Occupational Health Centers of OH, P.A., Co., dba Concentra Medical Centers, in a form acceptable to the Chief Legal and Ethics Officer, for the additional amount of \$6,200.00, for a total amount not to exceed \$66,200.00, for the term beginning February 1, 2012 and ending on January 31, 2015.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

AWARD OF BIDS:

No. 14-11-190: It was moved by Vice President Berry, seconded by Vice President Moore and carried, to authorize the following bid awards:

Commodities Usage Report:

- **BID #5896:** **Fuels** to be supplied on an “as needed” basis for a two (2) year period from April 10, 2013 through April 9, 2015 (see page **78714**);

BID #6035: **X-Ray Machine** (equipment and installation) for Cleveland Metroparks Zoo (see page **78715**);

Co-Op #6038: **Audiovisual Equipment** - Stillwater Place (Cleveland Metroparks Zoo) (see page **78716**);

RFP #6040: **Third Party Electric Service** supplied to Cleveland Metroparks (see page **78717**); and

Sole Source #6041: **Mobile Data Computers** (11 replacements) (see page **78720**).

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. 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.”*

BID #5896 SUMMARY: Fuels to be supplied on an “as needed” basis for a two (2) year period from April 10, 2013 through April 9, 2015

ORIGINAL ESTIMATE \$2,000,000.00 (90% = \$1,800,000.00)

The estimated encumbrance was based upon a two (2) year spend of various fuel purchases (gasoline, diesel, heat oils) throughout the Park District. Despite better “per gallon” pricing than the District has experienced in years, the increased demand has several sources. The early year (first quarter) snow removal was substantial as trucks were in service plowing and salting roads before, during and after regular hours in a challenging winter (as evidenced by the road salt shortages all over Northeast Ohio). Secondly, the expansion to properties like the Lakefront Reservations, Acacia Reservation, and West Creek Reservation increased mowing (and plowing) areas significantly and finally, the creation of rotating maintenance staffs often found mowing and trimming efforts continuing until dark in some locations. Collectively, all of these efforts and factors consumed funds at an accelerated rate. The requested commodity adjustment pays current invoices and anticipates remaining orders through April 9, 2015.

ORIGINAL AWARD (March 28, 2013)	\$ 2,000,000.00
Additional Consumption/Final “Close-out” Estimate	<u>500,000.00</u>
REVISED TOTAL AWARD:	\$ 2,500,000.00

RECOMMENDED ACTION:

That the Board amend Resolution No. 13-03-052 to accommodate usage in excess of the original estimate as follows:

No. 13-03-052: That the Board award Bid #5896 to the lowest and best bidder **Ports Petroleum Company, Inc.**, as indicated above, for the purchase of fuels and heat oils, beginning April 10, 2013 through April 9, 2015, at the unit price differential amounts noted in the Bid Summary for a total cost **not to exceed \$2,000,000.00 \$2,500,000.00**. In the event this vendor cannot satisfy the bid, the award will be given to the bidder who the Board, at its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. In the event the log of consumption approaches 90% of the estimate, an action item will be presented to the Board requesting an increase.

Vote on the motion was as follows:

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

(See Approval of this Item by Resolution No. 14-11-190 on Page 78713)

AWARD OF BIDS (cont.):**BID #6035 SUMMARY: **X-RAY MACHINE (Equipment and Installation)
Cleveland Metroparks Zoo******Background**

Cleveland Metroparks solicited bids for an x-ray machine (including installation and set-up) for zoo animal hospital staff to diagnose the animal collection and insure accurate treatment.

2014 Budget Code: 5773 – 74703 – EQUIPC

Results as follows:

BID #6035 X-Ray Machine (Budget Amount \$100,000.00)	
<u>Bidder</u>	<u>Bid Amount Total (cost/unit)</u>
Lupica Medical Systems	\$ 89,175.00 (one year warranty)
Blue Ox Medical Technologies	\$140,000.00 (two year warranty)

Cleveland Metroparks Zoo recommends an award of the x-ray machine (Sedecal Optima Millennium OTC Radiology) to lowest and best bidder, Lupica Medical Systems.

RECOMMENDED ACTION:

That the Board authorize an award to lowest and best bidder, **Lupica Medical Systems**, for an **X-Ray Machine** as noted above, for a total cost of **\$89,175.00**. In the event this vendor cannot satisfy the bid, the award will be given to the next bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety.

(See Approval of this Item by Resolution No. 14-11-190 on Page 78713)

AWARD OF BIDS (cont.):**CO-OP #6038 SUMMARY: **AUDIOVISUAL Equipment/Stillwater Place
(Cleveland Metroparks Zoo)****

The Stillwater Lodge at the Cleveland Metroparks Zoo has an abundant amount of audio/visual needs for the weddings, corporate sessions, and other events that will be housed at that location. These include but are not limited to projectors, televisions, digital signage, audio zoning, and lighting controls. The services portion of this purchase includes the selected company pulling the required cable(s) and also performing the complicated and technical device programming.

Originally, both the items and services were part of the overall bid (from Regency) for Stillwater. Upon looking at their quoted prices, they were found to be significantly higher than originally budgeted and not available to the contractor from state term contracts (exclusive to governmental agencies). Attempts were made to scale back in order to reach the budgetary goal but state term pricing as an alternative was still more favorable. Therefore, the audio/visual equipment was broken out into a separate quote provided directly to the Cleveland Metroparks where the state term pricing was honored. Further, SoundCom took the original design and offered a price *below* State Term Schedule (STS581) on both their products and services (*using the ORC 125.04 provision where vendors can "meet or beat" state term pricing as long as the items and services are identical to what the State term vendor would have provided*) coming in at a total of \$136,798 which, in the end, produced a better quality audio/visual system at a reduced price.

Main Hall Projection System Projector & Associated Mounting/Equipment	\$14,204.00
Side Support Project System 2 Projectors & Associated Mounting/Equipment	17,542.00
Lobby Displays 2 LCD Displays & Associated Mounting/Equipment	2,185.10
System Sources Media Players (Blu-Ray, Apple TV, AM/FM)	2,990.39
Video Switching & Distribution Crestron Digital Switching & Equipment	28,400.00
Audio System & Various Microphones and Equipment	23,787.15
Control System & User Interface Crestron 1-3 Series Control System	1,625.00
Room Control Panel 2 Crestron Room Touch Screen's	6,201.00
Rack & System Enclosure 2 Rack Enclosures w/Cooling & Associated Equipment	5,938.99
Lighting & Shade Integration 1 SCC Lighting & Shader Interface	1,625.00
Cable/Connectors/Installation Materials	2,737.37
Professional Services Engineering, CAD, Field Install, Programming, Train	<u>\$29,562.00</u>
Total:	\$136,798.00

RECOMMENDED ACTION:

That the Board approve Co-Op #6038 for the quote of \$136,798.00 provided by SoundCom for audio visual equipment supplied and installed at the Stillwater Event Center at Cleveland Metroparks Zoo under the provisions of the Ohio Cooperative Purchasing Program and through affidavit provided by SoundCom in full cooperation with Ohio Revised Code 125.04.

(See Approval of this Item by Resolution No. 14-11-190 on Page 78713)

AWARD OF BIDS (cont.):**RFP 6040: THIRD PARTY ELECTRIC SERVICE supplied to Cleveland Metroparks**

- - HIGHLIGHTS AT A GLANCE - -
Previous cost per kwh = \$.0565 (THROUGH November 30, 2012)
Current kwh cost = \$.0593 (THROUGH November 30, 2014)
Proposed kwh cost = \$.07082 (THROUGH May 31, 2018)

Background/History:

In April 2003 Cleveland Metroparks awarded Third Party Electric Service (RFP #4582) to First Energy Solutions (FES) for the supply of electric service throughout the park district for a period expiring April 2005, excluding the Zoo (service is provided at the zoo by Cleveland Public Power pursuant to a previous bid award). The April 2003 award guaranteed a 5% discount off the First Energy index rates, for a two-year period.

In the years since, the Purchasing Division has examined other approaches to receiving discounted electrical power (i.e. cooperative purchasing groups, community aggregation, etc.), however sealed RFPs proved to be the most advantageous for many years as the RFP rates were compared to cooperative rates whenever an award is made. Subsequently, FES was again awarded this service in 2005, expiring December 31, 2008 at a discount rate of 3%.

In the fall of 2008, the Director of Procurement conducted research into alternative suppliers but found that competitive offers from other proposers were unavailable due to pending electrical deregulation that was to occur in the first half of 2009. Due to this, the park district had no other option other than to renew the existing agreement with First Energy and continue at the 3% discount rate.

In May of 2009, the State of Ohio approved electrical deregulation that once again opened up the field for alternative third party suppliers. In fourth quarter of 2009, Cleveland Metroparks advertised for proposals and the only response was again from First Energy Solutions. Their kwh rate of \$.0565 for three years was guaranteed through November 30, 2012. The difference to previous RFP's was that FES no longer accepted low volume electrical accounts (seasonal facilities, street and parking lot lighting). To address those accounts, the 2009 award stipulated that going forward Cleveland Metroparks would need to utilize Northeast Ohio Public Energy Council (NOPEC) community aggregation suppliers for low volume accounts wherever possible. That agreement expired on November 30, 2012 and a bid was let with 6 respondents. FES had made a lowest and best offer of .0539 for a 2 year commitment expiring November 30, 2014.

Currently:

As Cleveland Metroparks began to deliberate the 2015-16 opportunities, the purchasing method again changed as the Ohio Co-Op Program no longer accepted Cleveland Metroparks participation (due to the limited capacity of 4.5 million kwh park-wide per year) and a field of vendors came forward, all competing for the chance to represent Cleveland Metroparks and solicit bids on the Park District's behalf.

AWARD OF BIDS (cont.):

The Purchasing Division spoke with three (3) energy “brokers” and developed a competitive process between the three acknowledging that the lowest and best of the three would be the one with the greatest potential for providing services at the lowest cost.

The brokers add their differential to the price they secure from the carriers when they go out to market. They profit from the per kilowatt hour (kwh) rate as shown below. Despite two of the potential brokers being derived from two different cooperative consortiums, Cleveland Metroparks sought a third company to fully vet possible competitors and actually found the most favorable quote from Alternative Energy Solutions who is not part of any current cooperative program.

PROPOSERS	1 year (2015)	thru May 2018	Co-Op Program
<u>Alternative Energy Source</u>	<u>.00125 per kwh</u>	<u>.00125 per kwh</u>	None
Choice Energy Services	.003 per kwh	.003 per kwh	TCPN
Traditional Energy	.0015 per kwh	.0015 per kwh	US Community

Of the offerings shown above, it is the recommendation of the Director of Procurement to secure the rate of .00125 per kwh from Alternative Energy Source beginning December 1, 2015 and ending May 31, 2018. The differential displayed above is then added to the monthly kwh charged to Cleveland Metroparks by the selected energy supplier.

The increase in cost over Cleveland Metroparks previous rate is directly related to the increase in “capacity” cost. Cleveland Metroparks has found that the commodity cost (energy) itself is only up about 3% from when the last contract was negotiated. However, capacity costs have increased 187%. Although the electric cost presented is more than the rate contracted previously, the other option would be to return back to the local utility company. Last summer that rate was about 8 cents per kwh. Clearly, staying in a third party option is still the best decision going forward.

Term:

The Director of Procurement recommends a 41- month commitment as the incremental increases that can be found with a longer term illustrate substantial savings potential. On 11/6/14, the market showed:

<i>Savings through long term contract</i>				
12 months	24 months	29 months	36 months	41 months
0.07654	0.07476	0.07319	0.07129	0.07112

Following the assignment of Alternative Energy Source through the competitive process above, the marketplace rendered the following:

AWARD OF BIDS (cont.):

Capacity - a cost incurred by the supplier, billed to the customer for *delivering* power through the PJM (Pennsylvania, Jersey, Maryland Regional Transmission Organization that manages electric transmission of wholesale electricity across 13 states; including Ohio) system. This is a fixed rate that lasts for a year and is determined by annual auction held by PJM.

+ **Broker's fee** - (**\$.00125**) - The per kwh differential added to the cost to compensate broker fees.

+ **Energy cost** - The market cost of energy per kwh based on the customer's specific load and charged by the selected energy supplier (MP2 Energy).

+/- **\$.07082** - **Per kwh price that Cleveland Metroparks will pay for 41-month contract.**

The per kwh submitted by MP2 Energy and shown above was determined at the close of market on November 12, 2014. That kwh price was provided in writing to the Director of Procurement for inclusion to the equation (and approval by the Board) that is intended to establish the per kwh price held through May 31, 2018. Following this approval, the Director of Procurement will pass along the Board's commitment to Alternative Energy Source who will secure Cleveland Metroparks commitment when the market opens at 9:30 am. This is due to the fact that under this agreement Cleveland Metroparks is contracting for a price not a specific contracted monthly volume and the market changes that drive that price are not static.

RECOMMENDED ACTION:

That the Board authorize an award for the purchase of third party electrical supply, as hereinabove described, to MP2 Energy, at a rate of +/-**\$.07082 per kwh** which includes the differential of Alternative Energy Source plus the differential of MP2 Energy and the capacity cost of the supplier on accounts currently supplied by First Energy Source or those that are not in a third party supply program, beginning December 1, 2014 through May 31, 2018. Accounts not accepted by MP2 Energy will remain with The Northeast Ohio Public Energy Council (**NOPEC**) community aggregation supplier which is (also) First Energy Ohio, LLC.

(See Approval of this Item by Resolution No. 14-11-190 on Page 78713)

SOLE SOURCE #6041 SUMMARY: MOBILE DATA COMPUTERS (11 replacements)**Background:**

The following represents the purchase for 11 Mobile Data Terminal systems (MDT) manufactured by COBAN, replacing existing systems that are using a Windows XP operating system. This purchase is made pursuant to the Criminal Justice Information System (CJIS) which is overseen by the FBI. The use of in-car cameras in police cruisers has proven to be a valuable tool for protecting the public and the law enforcement agency as well. Since the inception of in-car cameras within Cleveland Metroparks, there have been numerous occasions when the evidence caught on camera has been the difference between a conviction and a dismissal and has also negated any accusations of officer misconduct.

Recommended Computer Purchase:

In a letter dated September 17, 2014, the Ohio Attorney General stated “Beginning November 15, 2014, devices not using supported OS and/or web browsers will be denied access to: AGO websites, Ohio Law Enforcement Gateway (OHLEG), file transfer services, data sharing processes, Live Scan devices, etc.” The Ranger Department was given a deadline of December 31, 2015 to replace or upgrade existing XP computers. Any computers still running XP on January 1, 2015 will be denied access to their network. MDT's running XP cannot be simply upgraded.

The following items are recommended for purchase from COBAN of Houston, Texas, for 11 units. This purchase is a sole-source item as COBAN is the only maker of this particular Video Mobile Data Terminal (VMDT).

COBAN VMDT Purchases:

QTY	Item	Unit Cost	Total Cost
11	TITAN M7V Video Mobile Data Computer 128 Gb	\$7,750.00	\$85,250.00
11	OPT – GPS	\$250.00	\$2,750.00
11	Software license with 1 st year technical support	\$250.00	\$2,750.00
11	Software maintenance and technical support, 2 nd year	\$250.00	\$2,750.00
11	Software maintenance and technical support, 3 rd year	\$250.00	\$2,750.00
11	Shipping – TITAN	\$55.00	\$605.00
9	VMDT trade in discount, expires 12/31/2014	\$750.00	(\$6750.00)
11	(all replacements)	Total	\$90,105.00

RECOMMENDED ACTION:

That the Board authorize an award for the purchase of COBAN-VMDTs with software and peripherals from the sole source provider COBAN in the sum of \$90,105.00 as specified in the summary, and quoted and maintained in the file of the office of the Director of Procurement and held under Cleveland Metroparks purchasing policies.

(See Approval of this Item by Resolution No. 14-11-190 on Page 78713)

SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 11/13/14)

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:

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Supply and install 8" x 10" suction piping for new Watertronics pump station at Sleepy Hollow as well as the 6" x 10" discharge "Z" pipe. Seen by the Board August 21, 2014. Shown here to add cost of crane rental to position unit and enable testing and start-up.	Pro Pump and Controls	\$12,058.00 <u>4,300.00</u> \$16,358.00	(7)
36 month rental (\$375/per) of 25' x 50' storage garage building at Rivergate beginning October 1, 2014 - ending September 30, 2017.	JC Murray, LLC	\$13,500.00	(3)
Argo HDI utility vehicle for Natural Resources including shipping. Seen by the Board on October 15, 2014. Shown here to add rubber track cost which was inadvertently left off the quote.	Leo's All-Season Vehicles	\$25,495.00 <u>2,000.00</u> \$27,495.00	(7)
Membership dues for Association of Zoos and Aquariums for 2015.	AZA	\$18,034.00	(3)
Estimate of 2014 insurance/risk management analyst and consultants. Estimate at \$10,000 in January 2014. Shown here to add \$12,000 for additional scope of work related to 2014 RFP process.	Crain Langner & Company	\$10,000.00 <u>12,000.00</u> \$22,000.00	(5)
Temporary legal counsel consultant services. Last seen by the Board on October 10, 2014.	Special Counsel	\$33,375.00 <u>11,000.00</u> \$44,375.00	(5)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
<u>Mechanical and electrical</u> engineering services for renovation to East 55 th Street Marina Boathouse.	Tec Inc. Consulting Services	\$17,500.00	(5)
<u>Structural</u> engineering and drafting for the design of renovations and additions to the existing boathouse at East 55 th Street Marina.	I.A. Lewin, Professional Engineers and Associates	\$11,000.00	(5)
Refrigerated Concentrator with glass lid and cold trap for use in the zoo veterinary hospital.	Fisher Scientific	\$19,208.10	(7)
2014 estimated property taxes for Manakiki Clubhouse and special assessments for Manakiki and North Chagrin Management Center sanitary sewers.	Lake County Treasurer	\$20,645.00	(3)
Four Buffalo turbine blowers for Mill Stream, Bedford, Rocky River and Ohio/Erie Canal Reservations.	Baker Vehicle Systems	\$27,012.08	(2)
2014 estimated property taxes and assessments for acquisitions and estimated special ongoing assignments.	Cuyahoga County Treasurer	\$23,944.00	(3)
Various zoo grains to be supplied as needed beginning November 16, 2014 and ending May 15, 2015.	Western Reserve Farm Co-Op	\$50,000.00	(1)
Installation and removal of pole banners including hardware. Last seen on July 10, 2014. Shown here to add \$1,936.66 to remove and replace additional banners.	Sign-Lite Services	\$13,000.00 <u>1,936.66</u> \$14,936.66	(7)
Continued rental of CAT mini excavator for Hinckley Reservation which began September 5, 2014.	CAT Rental	\$11,700.00 <u>9,200.00</u> \$20,900.00	(6)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
MARCS mobile radio communication service for the period of January – December 2014.	Ohio DAS	\$10,197.90	(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**" – Merchandise 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

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:

There are no change orders to report for this period.

CHIEF EXECUTIVE OFFICER'S REPORT.**INFORMATION/BRIEFING ITEMS/POLICY.**

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

Michael K. Peel, Grounds Maintenance – North Chagrin Reservation

Michael Peel joined the Grounds Maintenance crew in North Chagrin Reservation in March of 2014. Prior to coming to Cleveland Metroparks, Michael worked approximately 11 years for the Metro Parks, Serving Summit County. Most recently, he held the position of Park Technician where he performed daily mechanical and grounds maintenance of park properties, areas, buildings, structures, ball fields and facilities. He has extensive experience in electrical, plumbing, HVAC, carpentry, concrete/asphalt installation, landscaping, turf maintenance, tree work, construction and design of park improvement projects and repair of existing structures. Michael can also operate heavy and routine maintenance equipment, including single axle-dump trucks, tractors, loaders, track hoes, bulldozers and graders, lawn equipment, etc. He has Tractor Safety Certification, CPR/First Aid, Water and Rescue Certification, and has taken courses in Park Leadership and Maintenance, Load Securing, and Path Building and Maintenance.

- b. ***The Auditor of State "Award of Distinction"***
(Originating Source: Brian M. Zimmerman, Chief Executive Officer)

Recently, staff received notice that the *Award of Distinction* has been awarded to Cleveland Metroparks by the Auditor of State for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended December 31, 2013. The *Award of Distinction* is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by Cleveland Metroparks. This is Cleveland Metroparks first time receiving this prestigious honor.

According to Auditor Dave Yost, "Clean and accurate record-keeping are the foundation for good government, and the taxpayers can take pride in your commitment to accountability. Your exemplary reporting serves as the standard for clean, accountable government, representing the highest level of service to Ohioans."

The Auditor of State *Award of Distinction* is given to those entities that file an annual CAFR in accordance with Generally Accepted Accounting Principles, as well as received a clean audit report. A representative of the Auditor of State's office will present the *Award of Distinction* to the Board of Park Commissioners for this notable accomplishment.

The Auditor of State's office is responsible for auditing more than 5,800 state and local government agencies. Under the direction of Auditor Dave Yost, the office also provides financial services to local governments, investigates and prevents fraud in public agencies and promotes transparency in government.

Mr. John Coorey of the State Auditor's Office presented the award to Chief Financial Officer David J. Kuntz and Cleveland Metroparks.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)**c. *Proposed 2015 Rates and User Fees***

(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/David J. Kuntz, Chief Financial Officer/Joseph V. Roszak, Chief Operating Officer/Christopher Kuhar, Zoo Executive Director/Sean McHugh, Executive Director of Golf/Sanaa M. Julien, Chief Marketing Officer)

The 2015 Rates and User Fees will be formally approved by the Board of Park Commissioners with the 2015 Budget in March. The below 2015 proposals are being presented for informational purposes only.

A. CLEVELAND METROPARKS ZOO**Zoo Admission Fees**

Current (approximately April 1 – October 31) Zoo admission fees are \$12.25 per adult (age 12 and older) and \$8.25 for children (ages 2 - 11). During the winter months (November 1 through March 31), the adult admission fee has been \$8 per adult and \$5 for children. Fees were increased by \$1.25 for adults and \$0.25 for children in 2011. Cleveland Metroparks Zoo is the only Ohio zoo to provide free internal zoo tram service and one of the few zoos to provide free parking. Current 2014 admission fees for comparable zoos and area museums are as follows:

<u>Zoo/Museum</u>	<u>Adult</u>	<u>Child</u>	<u>Parking</u>
Cleveland Metroparks Zoo	\$12.25	\$8.25	Free
Columbus Zoo	\$14.99	\$9.99	\$8.00
Indianapolis Zoo	\$15.25 *	\$11.45 *	\$6.00
Cincinnati Zoo	\$15.00	\$11.00	\$9.00
Toledo Zoo	\$15.00	\$12.00	\$7.00
Detroit Zoo	\$14.00	\$10.00	\$6.00
Louisville Zoo	\$15.95	\$11.50	\$5.00
Akron Zoo	\$11.00	\$8.00	\$3.00
Pittsburgh Zoo & Aquarium	\$15.00	\$13.00	Free
Great Lakes Science Center (base)	\$14.00	\$12.00	\$7.00
Cleveland Museum of Natural Hist.	\$12.00	\$10.00	\$8.00+
Cleveland Botanical Garden	\$11.00	\$6.00	\$6.00
Greater Cleveland Aquarium	\$19.95	\$13.95	\$5.00

* implemented dynamic pricing in 2014. Price represents the lowest available price, but actual price is based on projected and actual attendance.

Zoo staff proposes to increase the adult admission fee to **\$13.25** and the child admission fee (age 2-11) to **\$9.25** effective January 1, 2015. Additionally, Zoo staff propose for the first time a senior admission of \$12.25 for individuals 62 years or older.

Through September 2014, approximately 40% of the Zoo's guests paid a general admission fee. The remainder entered as Zoo Society Members, free on Monday, free under 2 years of age and free school groups.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

Approximately 75% of winter visitors are Zoo Society Members and do not pay admission. The remaining guests are often not aware of the current seasonal price difference until they attend. Additionally, late winters may result in the Zoo not being summer-ready on April 1 resulting in potential guest dissatisfaction due to animals not occupying outdoor animal exhibits yet. Zoo staff proposes to eliminate the current seasonal pricing and instead advertise incentive programs that result in savings near the current seasonal savings. This modification will allow for prices to either remain discounted or return to full price based on the Zoo experience and not an arbitrary date.

Power Pass

In 2013, the Zoo created a Power Pass ticket option whereby guests were able to buy a single ticket that allowed them to experience four attractions (camel ride, lorikeet feeding, Dinosaurs and the Boomerang Train) with a single ticket at a \$1.00 discount for all 4 attractions. In 2014, the Power Pass (sponsored by Cleveland Public Power), included the above mentioned attractions, replacing Dinosaurs with a Circle of Wildlife Carousel ride.

In mid-June 2014 the Power Pass was more steeply discounted in order to encourage participation and sales increased to an average of 543/week over the remainder of the summer compared to an average of 42/week during the first two weeks of June. A number of Zoos, including Indianapolis and Cincinnati are seeing success by offering an unlimited ride pass as part of their ticketing program.

Zoo staff proposes an unlimited Power Pass in 2015 that includes the Carousel, Lorikeet Feeding, 4D theater and Train Rides. The recommended price for the Power Pass is **\$10.75** for general guests and **\$10.00** for Zoological Society Members.

Group Rates

In 2014 the Zoo offered a group ticket discount for groups of 25 or more. For these groups, discounted tickets of \$11.00 for adults or \$7.00 for children were available. Current 2014 group discounts from comparable institutions are as follows:

<u>Zoo</u>	<u>Discount</u>	<u>Group Size Required</u>
Cleveland Metroparks Zoo	\$1.25	25+
Columbus Zoo	\$1.99	15+
Cincinnati Zoo	\$4.00	15+
Pittsburgh Zoo	\$4.00	15+
Toledo Zoo	\$2.00	20+

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

In order to remain competitive with these other institutions, Zoo and Marketing staff propose decreasing the required group size to 20 individuals and keep group prices at **\$11.00** for adults and **\$7.00** for children. This would represent a **\$2.25** discount on Adult and Child Admissions and a **\$1.25** discount on the newly established Senior Admission rate.

Quarters For Conservation

Quarters for Conservation is a national program whereby zoos and aquariums add **\$0.25** to each paid admission to support various local, national and international conservation programs. The majority of these funds would help support three conservation programs chosen annually by the Zoo's staff. Since its inception over \$150,000 in conservation funds have been contributed to 12 projects in five countries, including multiple projects in northeast Ohio.

Additionally, the program has provided an opportunity for unprecedented choice and participation in these conservation projects as guests have used a token to "vote" for the project of their choice at kiosks inside the front Zoo gate or in the RainForest. Zoos that have utilized "Quarters for Conservation" feel that empowering guests to take action greatly reinforces the message that the Zoo is a conservation organization.

This program offers the potential to generate over \$70,000 in 2015 for conservation programs. Zoo staff proposes this program continue in 2015 and \$0.25 from each admission ticket be placed in a restricted account for conservation funding.

B. GOLF FEES

Cleveland Metroparks golf course playing conditions have become renowned in Northeast Ohio; Sleepy Hollow has been rated by Golf Week Magazine as the number one rated municipal golf course in Ohio and number fourteen in the nation (see 2014 Green Fee Survey on page **78742**). The Executive Director of Golf, and staff, recommend that greens fees increase at Big Met, Shawnee Hills, Sleepy Hollow, Manakiki and Seneca \$1 for 9-holes and \$2 for 18-holes. This change would include regular, junior and senior golfers.

Senior golf play continues to increase at the 18-hole golf courses throughout the Park District. This trend has remained uninterrupted over the years; the last time senior rates were increased was in 2009.

Cleveland Metroparks contractual obligation ends in 2015. Currently staff is reviewing the benefits of a leased fleet compared to a purchased fleet. It is the opinion of staff the cart fees should remain unchanged.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

FootGolf was successfully introduced at Mastick Woods and Shawnee Hills in 2014. FootGolf rounds at Mastick Woods represent 27% of total revenue. This new sport is extremely popular with both youth and adults; it is recommended to match fees at Shawnee Hills with those at Mastick Woods.

C. CHALET FEES

The rates and user fees that have been requested to be adjusted for the Chalet in 2015 are all based on the need to offset inflation/commodity costs and continue to operate at cost/recovery goals. These new fees will also better address groups as they relate to hayrides, wedding rentals, and private toboggan rentals as well as help maximize revenue in this very weather dependent attraction. Some fees were adjusted last year as a strategy to implement certain increases over two years.

- Early Entry Fee
 - Increase \$60 to \$65
- Tent Pricing
 - \$325-\$350
- Locker Rental
 - \$.50-\$.75
- Private Toboggan
 - Additional tickets over 100 \$6.50-\$7.00
- Hayride
 - \$105-\$120
- Rentals
 - Building \$550-\$600
 - Wedding Weekend \$1,250-\$1,300
 - Wedding Weekday \$1,000-\$1,250

D. WALLACE LAKE FEES

Paddleboat/Kayak rentals were last increased prior to the 2012/2013 season. We are requesting an increase to offset price of routine repairs to boats due to wear and tear, replacement life jackets, and to more closely align fees with Hinckley Lake Boat House. Demand for kayak rentals has also increased over the past two years.

- Paddleboats
 - \$1.00
- Kayak
 - \$8-\$10

INFORMATION/BRIEFING ITEMS/POLICY (cont.)**E. LEDGE POOL FEES**

The rates and user fees changes that have been requested for Ledge Pool in 2015 are all based on the need to offset inflation/commodity costs and continue to operate at cost/recovery goals. Season pass rates have not increased since 2011 for individual passes and since 2012 for family passes. Over the past few years, we have had higher daily admission attendance than season pass attendance presumably due to City of Medina closing their outdoor pool, thus the increase of patrons requires us to staff more lifeguards, in turn causing additional expenses.

- Increased pre-season individual season pass rates by \$5
 - Individual will be \$65
 - Individual nonresident will be \$80
- Increased pre-season family season pass rates by \$10
 - Family will be \$110
 - Family nonresident will be \$140
- Increased all regular-season, family & individual season pass rates by \$5
 - Individual will be \$75
 - Individual nonresident will be \$85
 - Family will be \$120
 - Family nonresident district will be \$150
- Increased all daily admission (adult, child & advance sale group tickets) by \$0.50 each
 - Adult from \$5.50 to \$6.00
 - Child from \$4.50 to \$5.00
 - Advance sale group from \$4.00 to \$4.50
- Increased full lifeguarding courses and instructor courses by \$10
 - Will be \$210
- Increased Dive In Movie Rentals by \$1 each
 - Will be \$6 for single inner tube
 - Will be \$8 for double inner tube
- Increased Community CPR & First Aid course range by \$10
 - Courses will be between \$50-\$80 depending on selected modules
- Increased private swim lessons by \$2.50
 - Will be \$22.50
- Increased paddleboat rental by \$1
 - 2-3 person boat for ½ hour will be \$8
 - 2-3 person boat for 1 hour will be \$11
 - 4-5 person boat for ½ hour will be \$11
 - 4-5 person boat for 1 hour will be \$14

INFORMATION/BRIEFING ITEMS/POLICY (cont.)**F. SPECIAL EVENTS AND EXPERIENCES RENTAL FEES**

Rental fees will be modified to a fee structure based on the type of event, the food and beverage package, the number of attendees, the square footage utilized, as well as special needs such as fencing, portable restrooms, refuse, and staff support required. Additionally, Cleveland Metroparks is proposing a ten dollar permit fee for permits that include but are not limited to rock climbing, metal detecting and geocaching.

G. HINCKLEY LAKE BOAT HOUSE FEES

Cleveland Metroparks is proposing small adjustments in the most used rental crafts for one hour time periods in addition to modest increases in heavily demanded rental boats. The goal is to increase longer term usage and longer activity by providing financial benefit for longer use.

d. *Cleveland Metroparks Zoo: Strategic Focus Area Review*

(Originating Sources: Christopher W. Kuhar, Zoo Director/Elizabeth Fowler, Executive Director, Cleveland Zoological Society)

Background

In 2011, Cleveland Metroparks Zoo completed a joint strategic plan with the Cleveland Zoological Society in order to set the course for the future of the Zoo. This document contained seven Strategic Focus Areas that resulted from key planning issues and workshop discussions. In 2014, staff at Cleveland Metroparks Zoo made a concerted effort to expand each of these areas.

Management

In June 2014, representatives for the Association of Zoos and Aquariums (AZA) came to the Zoo for a three-day inspection of the facilities and programs and the Zoo was officially reaccredited on September 13, 2014. This is the seventh time the Zoo has been accredited by the AZA and is an important achievement to demonstrate continued improvement of programs and engagement with the worldwide zoo community.

Community Leadership

As a demonstration of the Zoo's community leadership, the Cleveland Foundation selected Cleveland Metroparks Zoo to be the site of their April Gift to the residents of Cleveland. On that day the Zoo offered free admission to all guests on a Saturday for the first time in years. The combination of the draw of the Zoo and great weather resulted in record breaking attendance of over 36,000 guests and accompanying strong revenues from the Zoo's concessionaires: Aramark and Event Network.

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

In June 2014, the Zoo opened the Circle of Wildlife area as the newest guest amenity. The combined carousel and nature play area has proved to be a huge hit among the guests and a revenue generating opportunity. Additionally, the Zoo hired the first Director of Revenue position to allow for research on future guest offerings that maximize the guest experience and benefit the bottom line of the organization.

Conservation Education

The Zoo continued excellent education programs in 2014. In addition to meeting overall program attendance and revenue numbers, all 5th graders in the Cleveland Metropolitan School District attended an education program at the Zoo in 2014. To top it off, the Zoo received the top award for best education program at the AZA meeting in September. This is the second time in three years that we have won that award.

Sustainability

In 2014, the zoo hired a Sustainability Manager position to focus on all sustainability issues and is in the process of developing a sustainability plan moving forward. As part of this plan, the Zoo incorporated rainwater capture systems at the Circle of Wildlife site to use stormwater for irrigation and drastically decreasing the amount of water that goes into the storm drains.

Wildlife Conservation

The Zoo began to focus on international conservation in earnest as this was the focus of the Cleveland Zoological Society's Steffee lecture in September. Additionally the process for developing a new Institutional Conservation Strategy was begun and the Zoo was a collaborator on the conservation project that received the top award at the AZA meeting in September.

Animal Care and Exhibition

Animal care and the science program that leads to important findings to improve animal care are always important aspects of the Zoo's Zoological Programs department. The Conservation and Science division received special recognition from the AZA inspectors for a research program that has made important contributions to diet, heart health, reproduction and program animal welfare. As AZA continues to increase recommended standards for elephant management, the Zoo has risen to the top of zoological facilities for our animal management practices.

There were many other achievements in 2014, but these achievements highlight how Cleveland Metroparks Zoo is focusing on the Strategic Focus Areas of the Master Plan and how it is shaping the future of the organization.

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 78713 through 78720; \$10,000 to \$50,000 purchased items/services report, pages 78721 through 78723; and construction change orders, page 78724.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 14-11-183: It was moved by Vice President Berry, seconded by President Rinker and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages 78743 to 78793.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, December 4, 2014, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT TO EXECUTIVE SESSION.

No. 14-11-191: At 9:13 a.m., upon motion by Vice President Berry, seconded by President Rinker and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Acquisition/Purchase of Real Estate, as stated by Chief Legal and Ethics Officer, Rose Fini.

Vote and roll call on the motion was as follows:

Aye: Ms. Berry

Aye: Mr. Rinker

Nays: None.

Absent Mr. Moore

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

ADJOURNMENT.

No. 14-11-192: There being no further matters to come before the Board, upon motion by Vice President Berry, seconded by President Rinker, and carried, President Rinker adjourned the meeting at 10:20 a.m.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

President.

Attest:

Secretary.

CLEVELAND METROPARKS COMPARATIVE SUMMARY OF REVENUES & EXPENDITURES

2014 VS. 2013, FOR THE MONTH ENDED OCTOBER 31

	2014						2013								
	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. Receipts:	\$27,389,019	\$27,389,019	\$27,389,019	\$27,389,019	\$0	100.0%	\$33,675,561	\$50,666,893	\$16,991,331	185.0%	\$13,846,511	\$13,846,511	100.0%	\$38,083,893	275.0%
Property Tax	\$73,610,221	\$73,610,221	\$68,672,386	\$69,895,191	\$1,222,804	95.0%	\$54,672	\$2,228,842	\$2,174,170	3.0%	\$50,020,240	\$46,664,842	93.3%	\$37,151	0.1%
Grants/Loc. Govt.	8,981,847	10,587,337	7,589,566	6,713,250	(876,316)	63.4%	1,108,136	625,659	(482,477)	5.9%	18,772,815	17,523,423	93.3%	330,517	1.8%
Invest. Inc.	50,000	50,000	41,197	76,429	35,232	152.9%	4,907	8,347	3,440	16.7%	53,425	44,019	82.4%	5,243	9.8%
Golf Receipts	6,583,600	6,583,600	6,254,319	5,719,733	(534,586)	86.9%	434,905	334,407	(100,498)	5.1%	6,035,880	5,733,994	95.0%	398,724	6.6%
Zoo Receipts	9,197,539	9,197,539	8,872,309	7,609,613	(1,262,696)	82.7%	425,282	537,435	112,153	5.8%	9,089,972	8,768,546	96.5%	420,309	4.6%
Chalet/Rest./Conc.	1,861,915	1,861,915	1,371,557	1,682,642	311,085	90.4%	79,869	211,753	131,884	11.4%	524,639	386,469	73.7%	22,505	4.3%
Ledge Pool	167,091	167,091	166,789	132,481	(34,308)	79.3%	295	105	(190)	0.1%	124,626	124,401	99.8%	220	0.2%
Self-funded Reserves	6,253,001	6,253,001	5,284,141	4,971,948	(312,193)	79.5%	505,622	485,162	(20,460)	7.8%	5,656,852	4,780,361	84.5%	457,417	8.1%
Marina and Other	2,456,867	2,456,867	1,881,556	3,042,053	1,160,497	123.8%	142,502	233,417	90,915	9.5%	5,054,690	4,385,404	86.8%	293,179	5.8%
Total Receipts	\$109,162,082	\$110,767,572	\$100,133,821	\$99,843,341	(\$290,480)	90.1%	\$2,756,190	\$4,665,126	\$1,908,936	4.2%	\$95,333,139	\$88,411,459	92.7%	\$1,965,265	2.1%
Expenditures:															
Salaries & Fringe	\$56,311,614	\$55,076,000	\$46,403,016	\$44,682,246	\$1,720,770 (C)	81.1%	\$4,460,925	\$4,191,402	\$269,523	7.6%	\$47,992,569	\$40,600,865	84.6%	\$3,744,278	7.8%
Oper. Sup./Oth.	19,359,273	19,936,175	15,823,024	14,189,265	1,633,759	71.2%	1,605,030	1,847,947	(242,918)	9.3%	14,080,965	11,383,128	80.8%	1,167,418	8.3%
Utilities	4,973,780	4,928,340	4,371,710	3,461,045	910,665	70.2%	442,590	373,810	68,779	7.6%	3,541,024	3,145,493	88.8%	348,202	9.8%
Equipment	3,351,748	3,751,233	3,044,458	2,509,151	535,306	66.9%	424,867	310,658	114,209	8.3%	1,890,593	1,655,035	87.5%	352,464	18.6%
Land	3,379,957	3,379,957	2,940,184	2,029,525	910,659	60.0%	401,557	888,759	(487,202)	26.3%	2,555,888	2,525,812	98.8%	1,178	0.0%
Constr. Mats.	5,221,583	5,567,069	4,512,495	2,049,175	2,463,320	36.8%	815,930	119,507	696,424	2.1%	1,946,176	1,683,781	86.5%	304,112	15.6%
Constr. Contracts	25,618,179	28,737,813	20,467,526	8,436,081	12,031,445	29.4%	3,488,240	2,293,943	1,194,297	8.0%	4,613,327	3,114,994	67.5%	154,593	3.4%
Zoo Animals	83,101	84,035	67,205	38,405	28,799	45.7%	8,285	0	8,285	0.0%	18,260	14,767	80.9%	1,820	10.0%
Self-funded Reserves	6,328,482	6,316,482	5,550,370	4,863,022	687,349	77.0%	441,474	331,548	109,926	5.2%	5,151,831	4,528,162	87.9%	369,159	7.2%
Total Exp.	\$124,627,716	\$127,777,104	\$103,179,987	\$82,257,915	\$20,922,072	64.4%	\$12,088,898	\$10,357,575	\$1,731,323	8.1%	\$81,790,633	\$68,652,036	83.9%	\$6,443,224	7.9%
End. Cash Bal.	\$11,923,386	\$10,379,487	\$24,342,853	\$44,974,445	\$20,631,592	433.3%	\$24,342,853	\$44,974,444	\$20,631,591	433.3%	\$27,389,017	\$33,605,934	122.7%	\$33,605,934	122.7%
Encumbrances	\$0	\$0	\$11,762,143	\$11,762,143 (B)	\$0	N/A	\$11,762,143	\$11,762,143	\$0	N/A	\$5,578,889	\$6,864,906	20.4%	\$6,864,906	20.4%
Adj. Avail. Cash Bal.	\$11,923,386	\$10,379,487	\$12,580,710	\$33,212,302	\$20,631,592	320.0%	\$12,580,710	\$33,212,301	\$20,631,590	320.0%	\$21,810,128	\$26,741,027	122.6%	\$26,741,027	122.6%
Bal. in Restricted Funds	\$4,649,001	\$3,268,324	\$5,944,884	\$5,944,884	\$0	181.9%	\$5,944,884	\$5,944,884	\$0	181.9%	\$5,202,784	\$4,276,984	20.4%	\$4,276,984	20.4%
Adj. Avail. Cash Bal.	\$7,274,385	\$7,111,164	\$6,635,827	\$27,267,418	\$20,631,592	383.4%	\$6,635,827	\$27,267,417	\$20,631,590	383.4%	\$16,607,344	\$22,464,043	135.3%	\$22,464,043	135.3%

- (A) Includes Appropriation Adjustment #3.
- (B) Summary of Encumbrances follows on next page.
- (C) Represents an estimated savings of \$2,214,730 due to the Position Management Program.

* Amounts in brackets () represent unfavorable variances.
 ** Encumbrance percentage is of ending cash.

Cash balance, 9/30/14				\$50,666,893	(Exp., cont'd)		
Revenue, October 2014				\$4,665,126			
Exp.:	A/P vouchers	10/01/14	\$172,321		Payrolls	10/04/14	\$1,104,438
		10/10/14	30,657			10/18/14	1,102,579
		10/10/14	42,976				
		10/15/14	2,382,233		Payroll adj.		0
		10/16/14	101,073				
		10/29/14	184,638		Withholding	10/04/14	\$270,260
		10/30/14	1,432,621			10/18/14	272,451
		10/30/14	881,651				
	Purchasing card		325,745		ADP		3,706
	Fringe vouchers	10/10/14	499,667		Total payroll		\$2,753,433
		10/24/14	493,988				
	Rec./vouch. adj.		(1,001)		Total exp.		\$10,357,574
	Refunds		(401,640)				
	Hospitalization/WC Reserve		436,224				
	Medical Mutual		581,788				
	Bank fees		20,374				
	Auditor/Treasurer fees		356,265				
	Sales tax, misc. expense		64,562				
Subtotal exp.				\$7,604,142	Ending cash bal., 10/31/14		\$44,974,445

Cleveland Metroparks
Encumbrance Summary - 10/31/14

	<u>General</u>	<u>Capital Equip., Animals & Land</u>	<u>Capital Constr. Projects</u>	<u>Encumbrance</u>
General Fund	\$3,164,372			\$3,164,372
Health Insurance Reserve	199,185			199,185
Property Insurance Reserve	104,056			104,056
Workers' Comp. Reserve	0			0
<i>Subtotal</i>	\$3,467,613	\$0	\$0	\$3,467,613
Capital Fund:				
Equipment		\$444,363		
Animals		10,680		
Land		72,406		
Constr. Matl.			\$397,404	
Constr. Contracts			6,392,057	
<i>Subtotal Capital Fund</i>		\$527,449	\$6,789,461	\$7,316,909
Restricted Funds:				
General	\$224,113			
Equipment		\$112,723		
Animals		0		
Land		0		
Constr. Matl.			\$9,743	
Constr. Contracts			631,042	
<i>Subtotal Restricted Funds</i>	\$224,113	\$112,723	\$640,784	\$977,621
Subtotal Construction Projects Encumbrances			<u>\$7,430,245</u> *	
Total Encumbrances				<u>\$11,762,143</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	233,807
1510	Park Operations Management	A09007 CXT Restrooms	240,727
1510	Park Operations Management	A11002 Parkway Paving	1,474,206
1510	Park Operations Management	A97109 Pavement Marking	105,000
1536	Brecksville Park Management	K14001 Keeler Roof Replacement	50,969
1538	Mill Stream Run Park Management	S14005 Camp Cheerful Craft Center	125,000
1543	Ohio and Erie Canal Park Management	L13001 Mill Creek Connector Trail	1,406,768
1546	Lakefront Park Management	Q14006 Edgewater Post-season Construction	160,189
1546	Lakefront Park Management	Q14019 Lakefront General Design	165,539
1546	Lakefront Park Management	Q14040 Lake Link Trail - Phase 1	500,000
1546	Lakefront Park Management	Q14041 Water Taxi Docks	54,150
1547	Euclid Creek/East Shores	Q14034 Salt Building	65,800
1750	Zoo Facility Operations	V12027 Carousel Construction	69,193
1930	Human Resources	A14005 HRIS/Payroll System	130,000
3305	Sleepy Hollow	410001 Sleepy Hollow Turf Irrigation	124,342
5141	Lake Link Trail Phase 1 - TPL	Q14141 Lake Link Trail - Phase 1	1,214,990
5320	Arts and Crafts Center-ACC	S14320 Arts and Craft Center Construction	399,752
5465	Mill Creek Connector - ODOT	J12465 Mill Creek Connector -Phase II	140,069
5478	Rocky River Trail - EN Endowment	R14478 Rocky River Trail Improvements	62,500
5549	NCNC Parking Lot - OEPA	N13549 NC Nature Center Parking Lot Retrofit	54,321
	All other capital project encumbrances		652,924
Total Capital Construction Projects Encumbrances			<u>\$7,430,245</u> *

Source: David J. Kuntz, Chief Financial Officer
11/7/14

**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED OCTOBER 31, 2014**

ACCOUNTS RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$125,339	\$6,452	\$0	\$3,734	\$135,524

RANGER/COURT FINES RECEIVABLE

Total	<i>Estimated</i>
\$15,000	

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Principal	Interest to be Earned
09/30/14	STAR Ohio	State pool (A)	31	0.05%	10/31/14	\$1,012,082	\$41
09/30/14	STAR Plus	State pool (B)	31	0.20%	10/31/14	\$10,057,998	\$2,419
09/30/14	PNC Bank	Money Market (C)	31	0.10%	10/31/14	\$8,098,811	\$502
09/30/14	Charter One Bank	Government Checking (D)	31	0.25%	10/31/14	\$16,002,411	\$3,398
09/30/14	Fifth Third Securities	Money Market (E)	31	0.01%	10/31/14	\$432	\$0

(A) State Treasurer's Asset Reserve (STAR). Interest rate is compounded on a treasury note basis.

Investment principal varied between \$1,012,082 and \$6,012,082 in October.

(B) STAR Plus (Interest rate is actual yield earned in prior month).

Investment principal varied between \$10,057,998 and \$15,057,998 in October.

(C) Government Performance Money Market Account (Rate is compounded based on Average Collected Monthly Balance).

Investment principal varied between \$3,098,811 and \$9,098,811 in October.

(D) Collateralized Government Checking Account.

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

Investment principal varied between \$185 and \$432 in October.

Source: David J. Kuntz, Chief Financial Officer
11/07/14

RESOLUTION RECOGNIZING THE RETIREMENT OF STANDLEY ALLEN

WHEREAS, *Standley Allen has served Cleveland Metroparks for more than 23 years; and,*

WHEREAS, *Standley Allen has devoted these years of service utilizing his knowledge, skills and abilities as a Handyperson, Technician, Senior Technician, and Senior Technician - Lead; and,*

WHEREAS, *Standley Allen has used his knowledge and skills to maintain and enhance parkways, bridle trails, ball fields, all-purpose trails, and facilities at several reservations throughout the Park District; and,*

WHEREAS, *Standley Allen has utilized his mechanical abilities to maintain and repair fleet vehicles; and,*

WHEREAS, *Standley Allen has attended continuous learning opportunities which allowed him to utilize the skills acquired to operate snow removal equipment on roadways and parking lots, and repair, replace and winterize drinking fountains and a waterfall water feature; and,*

WHEREAS, *Standley Allen has assisted with numerous improvements and initiatives such as construction of a vehicle lot and waterline installation at Euclid Creek, trenching at Squire's Castle, installation of a basketball court and security gate at North Chagrin, rehabilitation of the boardwalk at Mill Creek Falls, and multiple interior renovations at Garfield Park Nature Center including the internal rain water exhibit and outside rain barrels; and,*

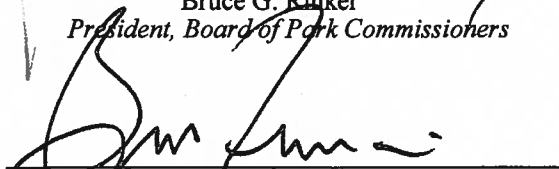
WHEREAS, *Standley Allen has demonstrated a spirit of cooperation when he provided work direction to others and shared his expertise during his career; and,*

WHEREAS, *Standley Allen's dedication has been a valued asset to the Park District. The products of his labor have been appreciated and will not be forgotten.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



RESOLUTION RECOGNIZING THE RETIREMENT OF CLARA M. PARKER

WHEREAS, *Clara M. Parker has served Cleveland Metroparks for more than 14 years; and,*

WHEREAS, *Clara M. Parker has devoted these years of service utilizing her knowledge, skills and abilities as a Visitor Services Assistant, Visitor Services Assistant/Receptionist, and Receptionist; and,*

WHEREAS, *Clara M. Parker used her knowledge of Cleveland Metroparks to provide welcoming and helpful assistance to callers and building visitors; and,*

WHEREAS, *Clara M. Parker has exhibited patience and attention to detail when she assisted visitors whether it was accepting a bid document, guiding youth in completing an employment application, or preparing media kits and Kids Club kits; and,*

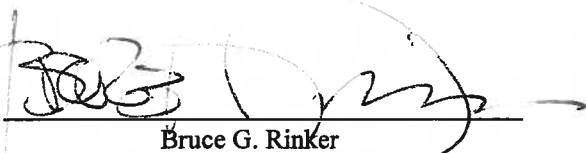
WHEREAS, *Clara M. Parker has used her communication and interpersonal skills to interact with and respond to requests and questions from Park District visitors; and,*

WHEREAS, *Clara M. Parker has demonstrated a spirit of cooperation when she provided administrative support to various building staff such as filing and preparing mailings for Marketing, Purchasing, Planning & Design, and Human Resources, assisted with job training for new reception staff, and when she served as a mentor for the Park Pathways Internship Partnership; and,*

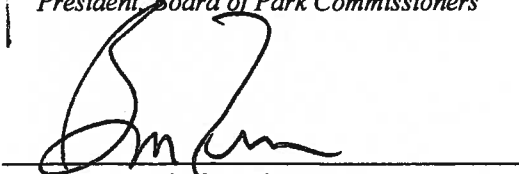
WHEREAS, *Clara M. Parker has volunteered throughout the Park District at numerous events like Train Day, Cedar Valley Settlers Celebration & Music Festival, the Fishing Derby, and for youth opportunities with Nature Tracks; and,*

WHEREAS, *Clara M. Parker has been a valued asset to Cleveland Metroparks. The results of her labor have been appreciated and will not be forgotten.*

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



**RESOLUTION
RECOGNIZING THE
RETIREMENT OF
LUCILLE W. WHEELER**

WHEREAS, *Lucille W. Wheeler has served Cleveland Metroparks for more than 11 years; and,*

WHEREAS, *Lucille W. Wheeler has devoted these years of service utilizing her knowledge, skills and abilities as a Secretary, and Administrative Assistant; and,*

WHEREAS, *Lucille W. Wheeler has used her knowledge and skills to provide organizational and technical expertise for the Chief Operating Officer and prior to that to the Director of Park Operations and the Safety & Environmental Manager; and,*

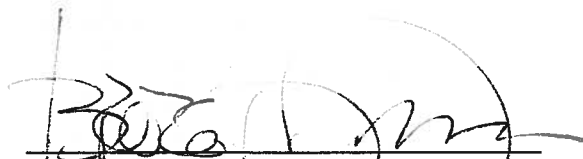
WHEREAS, *Lucille W. Wheeler has supervised and provided work direction to Park Operations administrative support staff; and,*

WHEREAS, *Lucille W. Wheeler has willingly trained support staff and served as the department liaison for records retention for Park Operations; and,*


WHEREAS, *Lucille W. Wheeler demonstrated a spirit of cooperation when she volunteered and served on the annual STAR Tour planning team, the Ohio Parks & Recreation Association Conference and Trade Show and the Regional Park Conference planning committees, the Post It Committee, and when she supported Summer Magic activities; and,*

WHEREAS, *Lucille W. Wheeler has been a valued asset to Cleveland Metroparks. The products of her labor have been appreciated and will not be forgotten.*

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

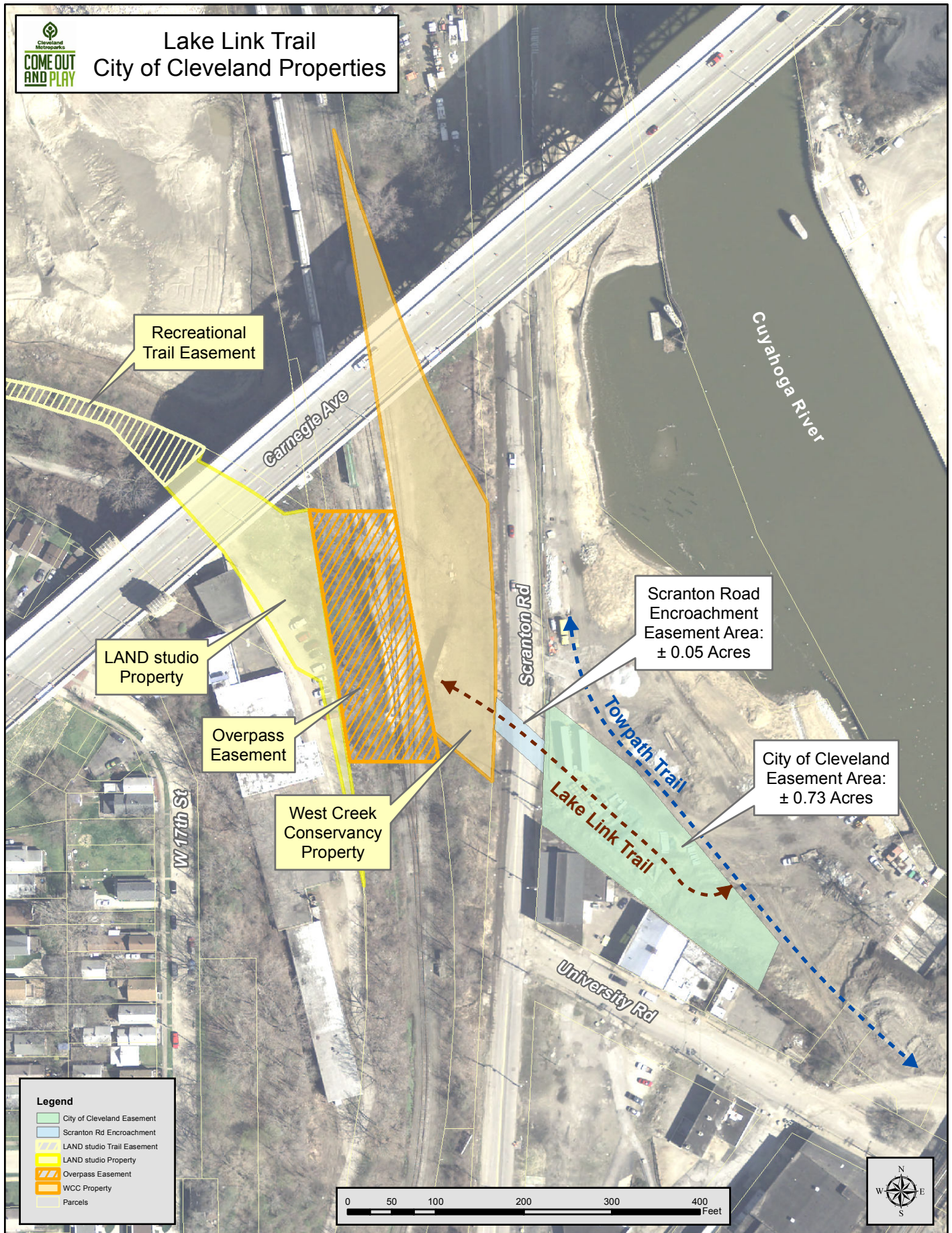


Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer





2014 GREEN FEE SURVEY

Weekday 18-Hole w/Cart

\$55.00 FOWLERS MILL	\$60.00 LITTLE MOUNTAIN	\$40.00 SWEETBRIAR - LEGACY	\$43.00 TANGLEWOOD	\$42.00 PLEASANT VALLEY
\$52.00 PINE HILLS	\$55.00 FOWLERS MILL	\$39.00 MALLARD CREEK	\$41.00 ELLSWORTH MEADOWS	\$40.00 IRONWOOD
\$50.00 BOULDER CREEK	\$50.00 MADISON	\$37.00 RIDGEWOOD	\$39.00 GRANTWOOD	\$39.00 HINCKLEY HILLS
\$45.00 HAWTHORNE VALLEY	\$42.00 MANAKIKI	\$37.00 BIG MET	\$37.00 SHAWNEE HILLS	\$37.00 SENECA
\$42.00 SLEEPY HOLLOW	\$39.00 BERKSHIRE HILLS	\$36.50 SWEETBRIAR	\$35.00 HIGHLAND	\$37.00 VALLIARE
\$40.00 IRONWOOD	\$36.00 CHARDON LAKES	\$35.00 HIGHLAND	\$34.00 RACCOON HILL	\$36.00 BRIARWOOD
\$39.00 HINCKLEY HILLS	\$35.50 PINE RIDGE	\$32.00 EMERALD WOODS	\$32.00 FOX DEN	\$35.00 SKYLAND
\$36.00 BRIARWOOD	\$35.00 PUNDERSON	\$30.00 HILLIARD LAKES	\$31.00 ASTORHURST	\$33.00 BUNKER HILL

Weekend 18-Hole w/Cart

\$65.00 FOWLERS MILL	\$70.00 LITTLE MOUNTAIN	\$55.00 SWEETBRIAR - LEGACY	\$53.00 TANGLEWOOD	\$48.00 PLEASANT VALLEY
\$65.00 HAWTHORNE VALLEY	\$65.00 FOWLERS MILL	\$44.00 MALLARD CREEK	\$50.00 ELLSWORTH MEADOWS	\$47.00 IRONWOOD
\$64.00 BOULDER CREEK	\$55.00 MADISON	\$43.00 BIG MET	\$45.00 FOX DEN	\$46.00 HINCKLEY HILLS
\$57.00 PINE HILLS	\$50.00 MANAKIKI	\$40.00 HILLIARD LAKES	\$44.00 GRANTWOOD	\$45.00 BUNKER HILL
\$50.00 SLEEPY HOLLOW	\$49.00 BERKSHIRE HILLS	\$39.00 SWEETBRIAR	\$43.00 SHAWNEE HILLS	\$45.00 VALLIARE
\$47.00 IRONWOOD	\$45.00 CHARDON LAKES	\$38.00 RIDGEWOOD	\$41.00 ASTORHURST	\$44.00 SKYLAND
\$46.00 HINCKLEY HILLS	\$39.00 BRIARDALE GREENS	\$38.00 EMERALD WOODS	\$40.00 RACCOON HILL	\$43.00 SENECA
\$41.00 BRIARWOOD	\$38.75 PINE RIDGE	\$36.00 HIGHLAND	\$36.00 HIGHLAND	\$41.00 BRIARWOOD

Senior 18 Holes w/Cart

\$40.00 HAWTHORNE VALLEY	\$32.00 MANAKIKI	\$33.50 SWEETBRIAR - LEGACY	\$34.00 TANGLEWOOD	\$30.00 HIGHLAND
\$40.00 PINE HILLS	\$29.00 BRIARDALE GREENS	\$30.00 RIDGEWOOD	\$31.00 ELLSWORTH MEADOWS	\$29.00 SENECA
\$36.00 BOULDER CREEK	\$29.00 FOWLERS MILL	\$29.00 BIG MET	\$30.00 HIGHLAND	\$27.00 IRONWOOD
\$32.00 SLEEPY HOLLOW	\$29.00 LITTLE MOUNTAIN	\$29.00 MALLARD CREEK	\$29.00 SHAWNEE HILLS	\$27.00 HINCKLEY HILLS
\$29.00 FOWLERS MILL	\$28.00 CHARDON LAKES	\$27.00 EMERALD WOODS	\$26.00 FOX DEN	\$26.50 SKYLAND
\$27.00 IRONWOOD	\$27.00 MADISON	\$26.00 SWEETBRIAR	\$26.00 GRANTWOOD	\$23.00 VALLIARE
\$27.00 HINCKLEY HILLS	\$25.00 BERKSHIRE HILLS	\$25.00 HILLIARD LAKES	\$22.00 ASTORHURST	\$23.00 BRIARWOOD
\$23.00 BRIARWOOD	\$22.00 PINE RIDGE	\$24.50 ROYAL CREST	\$22.00 RACCOON HILL	\$21.00 BUNKER HILL

9-HOLE EXECUTIVE & PAR 3'S

Green Fees

Weekdays

\$13.50 BRENTWOOD
\$12.50 MEADOWOOD EXEC.
\$11.50 MEADOWOOD PAR-3
\$10.50 NORTH OLMSTED
\$10.00 JOHNNY CAKE RIDGE
\$10.00 THE LINKS
\$10.00 OLD PINE
\$10.00 LITTLE MET
\$10.00 WASHINGTON
\$9.00 CHERRY RIDGE
\$9.00 MASTICK WOODS

Weekends

\$15.00 BRENTWOOD
\$13.50 MEADOWOOD EXEC.
\$12.50 MEADOWOOD PAR-3
\$12.00 LITTLE MET
\$12.00 WASHINGTON
\$11.00 THE LINKS
\$11.00 CHERRY RIDGE
\$11.00 JOHNNY CAKE RIDGE
\$11.00 MASTICK WOODS
\$10.50 NORTH OLMSTED
\$10.00 OLD PINE

RESOLUTION NO. 14-11-183

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 October 29, 2014 in the amount of \$184,638.21; and **Checks** dated November 7, 2014 in the amount of \$547,635.88; and **Checks** dated November 13, 2014 in the amount of \$3,047,385.10; and **“Then and Now Certificates”** including **Visa Purchasing Card** purchases dated October 19, 2014 to November 1, 2014 in the amount of \$137,363.16; and **Visa Travel Card** purchases dated October 19, 2014 to November 1, 2014 in the amount of \$14,473.09; 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: November 13, 2014

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
Bid Items	32	140	\$ 2,437,914.14	\$ 76,184.82	\$ 17,413.67	C
Board Authorized Payments	18	52	\$ 105,924.34	\$ 5,884.69	\$ 2,037.01	A
Director Approved Payments	40	145	\$ 299,468.76	\$ 7,486.72	\$ 2,065.30	D
Telephone-Written Quote Items	16	23	\$ 64,596.54	\$ 4,037.28	\$ 2,808.55	P
Telephone Quote Items	32	45	\$ 57,836.88	\$ 1,807.40	\$ 1,285.26	T
Utilities	13	132	\$ 142,922.01	\$ 10,994.00	\$ 1,082.74	U
Health Insurance	5	7	\$ 83,622.97	\$ 16,724.59	\$ 11,946.14	H
Other Exempt Items	43	50	\$ 551,662.03	\$ 12,829.35	\$ 11,033.24	E
Non-Bid Items less than \$1,000	57	82	\$ 17,826.64	\$ 312.75	\$ 217.40	N
Purchases Obtained w/o Cert.	5	7	\$ 17,884.88	\$ 3,576.98	\$ 2,554.98	S
	261	683	\$ 3,779,659.19	\$ 14,481.45	\$ 5,533.91	

CODE LEGEND

- 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. 14-11-183** listed above.