

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

OCTOBER 11, 2013

The Board of Park Commissioners met on this date, Friday, October 11, 2013, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

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

PUBLIC COMMENTS.

Ms. Marty Leshar of Olmsted Township read from a prepared statement with respect to multiple concerns. Commissioners Moore and Berry took exception to some of the comments made by Ms. Leshar. All of the aforementioned comments can be heard in their entirety by accessing the "About Us" section of Cleveland Metroparks website under "Board Meetings/Board Meeting Archives."

APPROVAL OF MINUTES.

No. 13-10-144: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve the minutes from the Regular Meeting of September 18, 2013, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

Nays: None.

ACTION ITEMS.

- (a) ***Appointment/Swearing In of Chief Ranger***
(Originating Source: *Brian M. Zimmerman, Chief Executive Officer*)

The creation of the Cleveland Metropolitan Park District Police Department was made possible on June 14, 1920 when the Board of Park Commissioners passed Resolution #315 which called for maintaining "...general peace and order of the park." The first patrolman to be hired was Charles L. Fox. It wasn't until 1947, however, when James Hoy was hired as the department's first chief.

In February 1967 Chief Hoy retired after 39 years of service, and Lou E. Tsipis was named as successor. Walter A. Robb was appointed as the Park District's third chief in February 1973 when Lou Tsipis became Deputy Director of the Park System. Three years later Chief Robb assumed the duties of the Superintendent of Park Operations and James G. Johnson was appointed as successor. Chief Johnson's three year tenure ended when Bourbon L. Zeigler was appointed chief in February 1979.

In the years that followed, not only had many acres of land been added to Cleveland Metroparks, the personnel for the Ranger Department had grown. By the mid-1980's, the Park District's 18,000 acres of land were patrolled by 77 rangers.

In 1988, Chief Zeigler resigned and his successor, Patrick Oliver, was hired from the Ohio Highway Patrol. Oliver served as chief until 1994 when he left to become the Chief of the City of Cleveland's Police Department. James Whitley Jr. from Cleveland Heights Police Department was appointed as the seventh Chief Ranger of Cleveland Metroparks Ranger Department.

Upon Chief Whitley's retirement in 2003, Captain Gregory M. Loftus was promoted and appointed Chief Ranger. The Ranger Department moved into its present headquarters facility in Rocky River Reservation in 2004, with a state-of-the-art dispatch center, prisoner holding facility and forensic laboratory. There is also a ranger museum which displays photographs, uniforms, artifacts and equipment utilized throughout its history. Chief Loftus retired on December 31, 2012.

Captain Dan Veloski was appointed as the Ranger Department's ninth chief. Veloski began his career with the Ranger Department in 1991, starting as a ranger in field operations. He was promoted to sergeant in 1997; lieutenant in 2001; and captain in 2002. He is a member of the Child Abduction Response Team and a Certified Law Enforcement Executive where he has served as a mentor and advisor. Veloski earned a bachelor's degree in criminal justice/political science at Kent State University in 1991, and a master's degree in psychology/diversity management from Cleveland State University in 2005.

ACTION ITEMS (cont.)

Cleveland Metroparks Rangers have a long history of dedication to the Park District and to Northeast Ohio. Chief Veloski is committed to the safety and security of our park visitors, and will continue to move the department forward, as first started by Chief Hoy.

Daniel J. Veloski was administered the Oath of Office by President Debra K. Berry as found on page **76624**.

No. 13-10-145: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve Daniel J. Veloski as Chief Ranger for Cleveland Metroparks, effective September 18, 2013.

Vote on the motion was as follows:

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

Nays: None.

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

Walter J. Kendzierski, Ranger Sergeant

Walter J. Kendzierski has served Cleveland Metroparks for 27 years utilizing his knowledge, skills and abilities as a Summer Laborer, Summer Crew Supervisor, Assistant Ranger, Ranger, Senior Ranger, and Ranger Sergeant. Walt was assigned to protect and preserve lands and facilities, ensure visitor safety, and deter violators of the park rules and laws of the State of Ohio. Walt has provided leadership, inspiration and work direction by managing law enforcement staff, providing firearms training, executing safe firing range practices, and designing and implementing an Immediate Action Rapid Deployment Response training program. He has served as a member of the Rope and Water Rescue Team, Youth Gang/Occult Investigation Team, Firearms Training Instructor, Bicycle Patrol Unit, Field Training Officer, and as a Range Coordinator. Walt has also participated with a Presidential visit to the Greater Cleveland area, served as the first team leader for the wildlife management project, was a regional instructor for police mountain bike course, and served with the Fraternal Order of Police, Ohio Labor Council, Inc., the Midwest Gang Investigators Unit and as a member of the Benefit Study Team. Walt's professionalism and dedication has been an asset to the Ranger Department as evidenced by his letters of commendations and awards, namely the Pro Patria Award, and his commitment and hard work have been appreciated by the members of the Ranger Department and will not be forgotten.

ACTION ITEMS (cont.)

No. 13-10-146: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to recognize Walter J. Kendzierski for his years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolution found on page **76625**.

Vote on the motion was as follows:

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

Nays: None.

- (c) ***Professional Services Agreement – Acacia Reservation Ecological Restoration Plan***
(Originating Sources: Richard Kerber, Chief Planning and Design Officer/Terry Robison, Interim Director of Natural Resources)

Background:

Milestones in the Acacia reservation:

- October 2012 Cleveland Metroparks accepts the donation of Acacia from The Conservation Fund
- December 2012 – Cleveland Metroparks takes title to the 155 acres establishing Acacia as the 17th Reservation
- January – February 2013 – Facility reconnaissance and RFP for the catering facility
- March 2013 – Public meetings on a master plan and catering agreement
- April 2013 – Staff develops conceptual planning documents and updates the Board
- June 2013 – RFQ 5924 is issued for an Ecological Restoration consultant

Of the reservation's 155 acres, it is a goal that the majority either remain in or be restored to a predominantly natural condition. The existing configuration of the property includes two streams, three ponds, wooded areas (roughs), wet areas and a large extent of cleared/mowed areas that comprised the tees, fairways and greens. Determining the suitability of each area for natural area restoration requires expertise in the sciences of evaluating aspects such as soil conditions, hydrologic and hydraulic conditions, storm water management, the arrangement of built facilities to minimize the impacts on natural areas, and of how to design and implement large scale restoration of plant communities.

Consultant Selection:

Ten firms submitted qualifications in response to RFQ No. 5924. Three firms were short-listed and interviewed. Biohabitats, Inc. was selected as the most qualified firm to provide the ecological consulting services. Biohabitats and their sister company, Ecological Restoration and Management, Inc., are headquartered in Baltimore, Maryland with regional offices in several cities including Cleveland. Biohabitats has a full-time staff of 60 professionals in the fields of Conservation Planning, Ecological Restoration, Regenerative Design and Storm Water Management. Biohabitats lists over 133

ACTION ITEMS (cont.)

Ecological Restoration Projects completed, including several in northeast Ohio. Biohabitats has won recognition for many of their projects including the 2013 John F. Seiberling Award for Regional Cooperation and Resourceful Innovation for the Tinkers Creek Stream Restoration Project and Living Land Lab in Hudson.

Project Scope and Fee:

In cooperation with Cleveland Metroparks staff, Biohabitats will perform the following tasks:

- Baseline Conditions and Opportunities Assessment
 - Existing information review
 - Existing conditions field assessment at Acacia and selected reference sites
 - Technical memorandum documenting conditions and establishing project goals
- Charrette To Refine Restoration Goals and Objectives
 - Conduct a one day charrette with Cleveland Metroparks and project partners to establish final restoration goals
 - Technical memorandum documenting the charrette
- Restoration Master Plan
 - Draft master plan
 - Draft implementation plan
 - Final master plan and implementation plan
- Work Sessions and Meeting Participation
 - Client reviews
 - Board and funder presentations
 - Community meetings/workshops
 - Partner and stakeholder reviews

Key elements the Master Plan will consider are as follows:

- a) Site-specific restoration strategies and description of the associated requirements to implement these strategies (includes soil restoration requirements, techniques, methods, etc.), including development of an Adaptive Management Framework and integrating it into the Implementation Plan.
- b) Progressive, sustainable and regenerative surface water management at the site and modifications as required/ desired to the existing storm water management ponds, streams, and other flow paths to improve functionality.
- c) Subsurface drainage interventions required to improve sub-surface conditions to support restoration opportunities/ strategies.
- d) Features required to moderate off-site influences/threats to current and future ecological assets including invasive species and storm water runoff.
- e) Options for integrating and converting managed turf areas such as greens, tees, trails, circulation and connections within and adjacent to the site, etc. into the restoration planning, given their drainage and soil features.

ACTION ITEMS (cont.)

- f) Incorporation of desired public improvement, stewardship, research, interpretation and education opportunities to explore the interface of these plans with the Master Plan and assess any modifications needed to achieve the Master Plan's goals and objectives.
- g) Identify additional studies and investigations required, which will be the target of additional fundraising by Cleveland Metroparks (stream restoration being a good example).

In their most recent proposal dated September 27, 2013, Biohabitats estimates that the tasks listed above could require up to 927 hours of staff time and travel with a maximum fee not-to-exceed \$120,750. The final fee will be influenced by the number of meetings and the number of Biohabitats staff attending.

No. 13-10-147: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to enter into a professional services agreement with Biohabitats, Inc. for consulting services related to the ecological restoration plan for the Acacia Restoration for a total fee not-to-exceed \$120,750, in general conformance with their proposal dated September 27, 2013. Form of agreement 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:

RECOMMENDED ACTION:

No. 13-10-148: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the following bid awards:

Commodities Usage Report:

- **RFP #5801:** **Various Office Supplies and Services** (see page **76612**);

Sole Source #5945: **Inquiry Kits – Connections to Africa Program** (see page **76613**); and

Rejection of Bid #5936: **Renovation of the Lakefront Management Office, Lake Front Reservation** (see page **76614**)

Vote on the motion was as follows:

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

Nays: None.

AWARD OF BIDS (cont.)**SOLE SOURCE #5945: **INQUIRY KITS - CONNECTIONS TO AFRICA PROGRAM**
for Cleveland Metroparks Zoo Education Division****Background**

Cleveland Metroparks Zoo Education Division, with input from Cleveland Metropolitan School District (CMSD) teachers, wrote the “Connections to Africa” program (Inquiry Kits) to make a connection with CMSD students. The program was designed around scientific inquiry and grade appropriate science standards, as the Ohio Content Standards were about to change. The program is written into CMSD’s Scope and Sequence Guide as a requirement for all 5th grade classes.

The Inquiry Kits contain books, DVDs, scientific equipment, animal artifacts, developed lesson plans for lower and upper elementary, and much more with the sole purpose of being provided on a loan basis to CMSD. The Education Division’s original intent was to give an Inquiry Kit to all 71 CMSD elementary schools.

In 2011, the Zoo Society generously provided adequate funding to Cleveland Metroparks Zoo to purchase 23 Inquiry Kits. Cleveland Metroparks Zoo selected 23 CMSD schools that would receive their own Inquiry Kit based on location and need.

The kits were an immediate success, and many more CMSD schools became interested once they learned about the program. In 2012, the Zoo Society generously provided funding for three (3) more kits specifically for the schools in Slavic Village. These kits were delivered during the spring of 2013. The remaining 45 elementary schools in CMSD have continued to express interest in the Inquiry Kits, and with the funding provided by the Zoo Society, the remaining schools will receive the kits.

Recommendation

ECA Educational Services, who is currently under contract with CMSD, provides Science Kit Management and Refurbishment Services and offers materials management services. The partnership between ECA and Cleveland Metroparks Zoo will provide an opportunity to disperse kits to the remaining 45 schools while managing and maintaining the services similar to CMSD.

Cleveland Metroparks Zoo Education Division recommends Cleveland Metroparks Board of Park Commissioners authorize the purchase (Funding Source 5755-67570) of the remaining 45 Inquiry Kits from ECA Educational Services for distribution as noted above.

RECOMMENDED ACTION:

That the Board authorize the purchase of Sole Source #5945 for 45 Inquiry Kits, as described above, from ECA Educational Services, for a total cost of \$59,930.55.

(See Approval of this Item by Resolution No. 13-10-148 on Page 76611)

AWARD OF BIDS (cont.)**REJECTION OF BID #5936: RENOVATION OF THE LAKEFRONT MANAGEMENT OFFICE, LAKE FRONT RESERVATION****Background:**

At the Lakefront Reservation there is an existing 8,000 sf building located at Gordon Park near the Cleveland Lakefront Nature Preserve. The building was constructed by the Ohio Department of Natural Resources (ODNR) and was used as offices and work space for the park management staff and park rangers. The building is divided into four primary use areas: (1) the office wing with approximately 16 offices/work areas; (2) a public space with a large conference room and restrooms; (3) a wing used by ODNR for exhibits and programming; and (4) a basement used for ranger locker rooms.

Staff intends to continue the use of the office wing and locker rooms for Cleveland Metroparks management and ranger staffs and continue the use of the public spaces. The exhibit areas of the building will be repurposed at a later date. A bid package was assembled to make minor modifications to the layout of the office wing, replace worn out lighting and flooring, replace the failing HVAC units, correct basement and roof leaks, and paint the office and public areas.

The design documents for the project were prepared by staff. Bids were solicited for this work with an architect's estimate of \$150,000.

Bids:

On September 24, 2013, sealed bids were received for the **Renovation of the Lakefront Management Office** and are tabulated as follows:

White House Construction	\$168,400
R L Hill Management	\$183,995
EnviroCom Construction	\$212,000

Bid Analysis:

As all bids exceeded the estimate by more than 10%, the Ohio Revised Code requires that the bids be rejected. Staff has interviewed the bidders and other contractors who took out plans but did not bid, to determine where the pricing discrepancy occurred. The conclusion was that there was confusion over the scope of work on a roof repair item and the skylight replacement item. Staff has revised or removed those elements which caused the confusion and re-advertised the project for rebid with an estimate of \$165,000.

RECOMMENDED ACTION:

That the Board reject all bids for Bid No. 5936, the **Renovation of the Lakefront Management Office**, and authorize a rebid.

(See Approval of this Item by Resolution No. 13-10-148 on Page 76611)

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

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>
Assessment, inventory and recommendations for Cleveland Metroparks Lakefront lift stations.	CT Consultants	\$31,000.00	(6)
"I Heart Leafman" T-shirts for resale. Originally shown to the Board on 7/11/13. Shown here to increase order for 500 more.	MKJR	\$16,050.06	(8)
	Connections, LLC	\$ 4,335.44	
		<u>\$10,656.38</u>	
		\$31,041.88	
Development of on-line benefits enrollment beginning September 2013 and ending August 2014.	4 My Benefits, Inc.	\$18,193.60	(8)
Specified outdoor power equipment supplied "as needed" for a one year period beginning May 1, 2013. Originally presented to the Board on May 9, 2013 – shown here to increase estimate as consumption exceeded the forecast.	Sill's Motor Sales Co.	\$19,900.00	(8)
		<u>\$10,000.00</u>	
		\$29,900.00	
Four ADA compliant docks at Emerald Necklace Marina in continuity with existing dockage at that location. Funds will be derived from Hurricane Sandy reserve.	Merco Marine	\$17,120.00	(3)
Restoration and development plan for wetland mitigation restoration services at Snowville, Chippewa Ford Field, Brecksville Reservation.	Davey Resource Group	\$19,875.00	(8)

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Labor for removal and disposal of existing carpet throughout Sleepy Hollow Golf Clubhouse and supply and installation of carpet tiles and vinyl plank flooring.	Interface Flooring	\$25,644.06	(2)
Increase the award to MSC Industrial Supply Co. from an amount not to exceed \$29,900 for cleaning and maintenance products supplied “ as needed” to \$37,900. Bid expires September 30, 2013.	MSC Industrial Supply Co., Inc.	\$19,900.00 \$10,000.00 <u>\$ 8,000.00</u> \$37,900.00	(8)
Field work, data analysis and reporting on the project “ Movements of Fawn Survival of White-tailed Deer in Cleveland Metroparks.”	Ohio State University	\$38,920.00	(6)
Labor and material to remove and replace 488 linear feet of galvanized guardrail, replace posts and replace damaged guardrail - Broadway and Hawthorne Parkway.	Great Northern Fence	\$12,550.00	(8)
Lighting and sound production service for “ Boo at the Zoo” on October 17–20 and 24–27, 2013, including labor.	Vertical Sound	\$26,720.00	(8)
Cleaning and maintenance products to be supplied on an “ as needed” basis for a one-year period beginning October 1, 2013 and ending September 30, 2014.	WW. Grainger	\$44,999.00	(1)
Labor and equipment to install fuel level gauges, overfill alarms, etc on all Cleveland Metroparks Above Ground Fuel Storage Tanks for 2014 fire code compliance.	Collins Equipment	\$28,263.12	(2)

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

- (1) “**BID**”- Advertised twice in *The Plain Dealer* during 15 days preceding bid opening/specific bid invitations sent.
- (2) “**OHIO CO-OP**” - Purchased through the Ohio Cooperative Purchasing Program.
- (3) “**SOLE SOURCE**” - Purchased from specified source as competitive alternatives are not available.
- (4) “**PROPRIETARY**” - Items purchased directly from manufacturer at lowest cost. Bid yields sole source results.
- (5) “**COMPETITIVE QUOTE (up to \$10,000)**” - Originally estimated \$10,000 or less, quoted by three vendors
- (6) “**PROFESSIONAL SERVICES**” - Authorized by discretionary selection of Chief Executive Officer.
- (7) “**ARTICLE 5**”- Per By-laws - Construction projects costing \$50,000 or less may be entered into by Chief Executive Officer.
- (8) “**COMPETITIVE QUOTE (over \$10,000 to \$50,000)**” - Authorized by Chief Executive Officer under Board By-Laws where three written quotes are sought.

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:

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order No.</u>
<i>There are no construction change orders or professional service amendments to report for this period.</i>			

INFORMATION/BRIEFING ITEMS/POLICY.

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

Patrick J. Chambers, Business Analyst – Cleveland Metroparks Zoo

Patrick Chambers recently joined the staff of Cleveland Metroparks Zoo in the position of Business Analyst. Patrick will be working in the Zoological Programs division and with the Curator Team to monitor spending and look for ideas to improve efficiency within the Zoo. He graduated from Baldwin-Wallace with a degree in Accounting, and comes to us from The City of Cleveland Finance Department where he worked for nearly five years. While there, he worked with the Controller to prepare and analyze budgets and assisted in the implementation of many ideas. Both his education and prior experience make him an ideal candidate as we continue to seek ways to improve the Zoo and continue to “create a compelling experience that connects people with wildlife.”

- b. ***Recognition of Ranger Department Communications Center***
(Originating Source: *Capt. Jack M. Hall*)

The Cleveland Metroparks Ranger Department was created in 1920. At the time, requests for assistance and emergency calls were made through the use of hand-written notes that were left at Ranger notification stations throughout the Park District. By leaving a note and flicking a switch which turned on a red light, passing Rangers would be made aware that someone was in need of help.

This practice continued through the 1950s when the department transitioned to land-based, two-way radio systems. Due to the expansion of the Park District and the Ranger Department, a centralized communications center was created in 1968. Finally, telephone and radio calls were handled in one location.

Since 1968, a very dedicated group of men and women dispatchers have worked tirelessly to create a safety conduit between park patrons and the Rangers who respond to their needs. They are rarely seen but always heard. Their voices are security blankets that provide a reassuring comfort to those in need of help before they can be relieved of what causes them harm.

Dispatchers are the unseen and rarely recognized heroes who are the story behind the badge. They are the foundation of every rescue, the lifeline to a fleeting life, and the omniscient presence that drives the very core of the Cleveland Metroparks Ranger Department.

On this date, we recognize this team and the service they, and all who have come before them, have provided to the citizens of Northeast Ohio, the visitors to the Park District, and the employees who provide this remarkable treasure we call – Cleveland Metroparks.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

Captain Jack Hall was present and introduced dispatchers Meghan Thrasher, Mike Cannavino and Shelly Sudik as they were honored by all in attendance for the important work that they do each and every day.

President Berry read aloud the Proclamation located on page **76626**.

c. *Quarterly Grant Update*

(Originating Sources: Donna L. Studniarz, Director of Strategic Initiatives/Jennifer McAnlis-Harvey, Grants Specialist/Kristen Trolio, Grant and Outreach Coordinator)

Cleveland Metroparks has received several grant awards in the third quarter of 2013; awards are as follows:

- \$50,000 in additional funds from private foundations for replacement of the NatureTracks vehicle, including \$30,000 from the Bruening Foundation, \$10,000 from the Hershey Foundation, and \$10,000 from the Abington Foundation (applications prepared by Kristen Trolio). To date, \$100,000 has been pledged, \$80,000 has been raised to meet the pledge, \$35,000 in requests are pending and \$115,000 in requests are in process.
- \$23,515 was awarded by the Sisters of Charity Foundation to expand the Youth Outdoors program in the central neighborhoods of Cleveland. (Application prepared by Kristen Trolio and John Rode.)
- \$23,500 has been granted for Cleveland Metroparks Economic Benefits Analysis through two grants: \$13,500 from the Cleveland Foundation and \$10,000 from The George Gund Foundation. The Economic Benefits Analysis study is being done by The Trust for Public Land. (Applications prepared by Jim Kastelic.)
- \$9,400 was granted for the Mirror Valley Headwaters Restoration through the U. S. Fish and Wildlife Service Partners for Fish and Wildlife program. (Application prepared by Constance E. Hausman.)
- \$7,500 was awarded by the S. K. Wellman Foundation to benefit the Cleveland Metroparks Trails Fund. (Application prepared by Karen Kannenberg.)
- \$5,000 was granted by the Dominion Foundation for installation of floating island wetlands at Rivergate Park. This grant was received in partnership with the Cuyahoga River Community Planning Organization (CRCPO). (Application prepared by Kristen Trolio and Jane Goodman of CRCPO.)
- \$2,500 was funded by the Dominion Foundation for “Putting Energy to Work Day”, a corporate volunteer workday at Brookside Reservation. (Application prepared by Lisa Fellows.)

In the first three quarters of 2013, \$4,159,210 has been awarded in grants.

Kristen Trolio, Grant and Outreach Coordinator, was present and gave an overview of the grants received in 2013 thus far.

INFORMATION/BRIEFING ITEMS/POLICY.

- d. ***Lake Erie Nature and Science Center Planetarium Upgrade Project***
(Originating Sources: Richard Kerber, Chief Planning and Design Officer/Catherine Timko, Executive Director, Lake Erie Nature and Science Center)

The Lake Erie Nature and Science Center maintains the only planetarium in western Cuyahoga County. The 30 foot diameter planetarium dome hosts programs for schools, summer camps, scout programs, public programs, preschool programs and soon, college level course work. The planetarium was constructed in 1968 and was attached to the main building in the 1995 expansion project. The 1,600 sf planetarium complex includes a 65 seat theater area, offices and a dark adaptation area for visitors preparing to enter the planetarium.

Current programming is provided using a Spitz optical mechanical “star ball” that projects stars and planets as points of light on the planetarium dome. Supplemental images for programs are presently provided by an array of individual projectors positioned around the dome. The “star ball” is in need of refurbishment and the projector system is outmoded by current technology for dome projection systems.

The Center has raised funds to undertake a complete renovation and updating of the planetarium facility. The “star ball” will be refurbished to be able to continue providing the traditional and highly accurate star maps. This is especially important to the college level classes and astronomy professionals. The “star ball” will be supplemented for public programming by a new digital “fish eye” projection system. This will allow many more special effects to be utilized for understanding the sky and the planets as well as larger depictions of the solar system and beyond.

The other major component of the planetarium, the dome, will be replaced as well. The old dome has warped over time creating gaps in the panels that make up its skin and the reflective finish is in poor condition. The new dome will be able to fully display the high resolution graphics of the new projection system.

Other improvements include replacement of the seating, floor covering, new lighting and sound systems and a dehumidification system to prolong the life of the new technology equipment.

The budget for the project is budgeted at \$750,000 including the technology equipment, installation and modifications to the building and building systems to accommodate the upgrades. Under Cleveland Metroparks guidance, the Center is in the process of negotiating a design build contract for the work with Parallel Partners, a design build firm formed through a joint venture of CPK Construction and Doty & Miller Architects. The same team successfully completed the renovation of the Wildlife Rehabilitation facilities at the Center last year. Contracts for the equipment will be finalized this month. Construction is anticipated to start in February and be complete in April of next year.

INFORMATION/BRIEFING ITEMS/POLICY.

A diagram of the planetarium and some program images are included on page **76627**.

Catherine Timko, Executive Director of Lake Erie Nature and Science Center was present and thanked Cleveland Metroparks and the Board for its long-going relationship and support. Ms. Timko described the improvements that will take place in the Planetarium which will provide an incredible experience for its visitors.

e. ***Emerald Necklace Camp***

(Originating Source: Chad Fifer, Education Specialist I, Cleveland Metroparks Zoo)

Background

Emerald Necklace Camp was offered in the summer of 2013 for campers ages 11-14 as a sampler camp for Cleveland Metroparks. The objective of the camp was to showcase the different types of activities offered throughout the Emerald Necklace and allowed campers to experience a little of what the different reservations have to offer. The camp was developed and offered as a joint program in coordination with Zoo Education, Outdoor Education, and Golf. The collaboration allowed campers to tour Cleveland Metroparks Zoo; explore the forest and creeks while hiking with a Naturalist at Bedford and Garfield Reservations; go pond dipping, insect netting, and waterfall hiking in South Chagrin Reservation; enjoy a golf lesson and tour the facilities at Seneca Golf Course; and participate in Voyageur Canoe, kayaking, and the Floating Water Lab at Hinckley Reservation.

Christine Korhnak, Education Manager of Cleveland Metroparks Zoo, and Valerie Fetzer, Nature Center Manager of Rocky River Nature Center, were present and updated the Board on this trial initiative. Commissioner Moore challenged staff to offer this camp to a larger number of individuals in the coming year.

f. ***Cleveland Metroparks National Accreditation: Commission for Accreditation of Park and Recreation Agencies (CAPRA)***

(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Donna Studniarz, Director of Strategic Initiatives)

In May 2012, Cleveland Metroparks began the process to become accredited through the National Recreation and Park Association (NRPA) Commission for Accreditation of Park and Recreation Agencies (CAPRA). This is the only national accreditation for park and recreation agencies by which agencies are recognized for excellence in operation and service. Accreditation is based on an agency's compliance with one hundred and forty-four (144) standards, including 36 "must-meet" fundamental standards. Staff throughout the agency worked together to update documents, procedures, and policies, prepare the 174 page CAPRA report, and provide over 1,000 supporting documents. In June 2013, the three-member NRPA CAPRA Visitation Team reviewed the prepared documentation, interviewed staff and toured park facilities. On October 7th, staff attended a Commission hearing at the 2013 NRPA Congress & Exposition in Houston, Texas to learn the results of the accreditation.

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 76611 through 76614; \$5,000 to \$50,000 purchased items/services report, pages 76615 through 76616; and construction change orders, page 76617.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 13-10-143: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages 76628 to 76690.

Vote on the motion was as follows:

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

Nays: None.

COMMENTS FROM THE CHIEF EXECUTIVE OFFICER.

Chief Executive Officer Brian Zimmerman recognized Chief Operating Officer Joseph V. Roszak for becoming a Certified Park and Recreation Executive, and Chief Financial Officer David J. Kuntz for receiving the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA).

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, October 31, 2013, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT TO EXECUTIVE SESSION.

No. 13-10-149: At 9:15 a.m., upon motion by Vice President Rinker, seconded by Vice President Moore and carried, the meeting adjourned to an Executive Session for the purpose of discussing two items: (1) Transactions Regarding the Acquisition of Real Property; and (2) Compensation of Public Employees, 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. 13-10-150: There being no further matters to come before the Board, upon motion by Vice President Rinker, seconded by Vice President Moore, and carried, President Berry adjourned the meeting at 10:37 a.m.

Vote on the motion was as follows:

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

President.

Attest:

Secretary.



Oath of Office

I, Daniel J. Veloski, do solemnly swear that I will support and defend the Constitution of the United States of America; the Constitution and Laws of the state of Ohio; and that I will faithfully discharge my duties and responsibilities as the Chief of Rangers of the Cleveland Metropolitan Park District.

Acting in my capacity as Chief of Rangers, I will faithfully carry out and implement the policies enunciated and the instructions given to me by the Board of Park Commissioners of the Cleveland Metropolitan Park District.

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

Handwritten signature of Daniel J. Veloski in black ink.

Daniel J. Veloski

Handwritten signature of Debra K. Berry in black ink.

Debra K. Berry, President
Board of Park Commissioners

Sworn and subscribed before me on this 11th day of October, 2013.

Handwritten signature of Deborah R. Hairston in black ink.

Notary Public

DEBORAH R. HAIRSTON
Notary Public, State of Ohio
My Commission Expires Sept. 1, 2017
(Recorded in Cuyahoga County)

RESOLUTION RECOGNIZING THE RETIREMENT OF WALTER J. KENDZIERSKI

WHEREAS, *Walter J. Kendzierski has served Cleveland Metroparks for 27 years, and prior to that for seven summers; and,*

WHEREAS, *Walter J. Kendzierski has devoted these years of service utilizing his knowledge, skills and abilities as a Summer Laborer, Summer Crew Supervisor, Assistant Ranger, Ranger, Senior Ranger, and Ranger Sergeant; and,*

WHEREAS, *Walter J. Kendzierski was assigned to protect and preserve lands and facilities, ensure visitor safety, and deter violators of park rules and laws of the State of Ohio; and,*

WHEREAS, *Walter J. Kendzierski has provided superior service and law enforcement to the community through proactive, innovative and unbiased practices; and,*

WHEREAS, *Walter J. Kendzierski has provided leadership, inspiration and work direction when he managed law enforcement staff, provided firearms training, executed safe firing range practices, and when he designed and implemented an Immediate Action Rapid Deployment Response training program; and,*

WHEREAS, *Walter J. Kendzierski has made valuable contributions during his career which include serving as a member of the Rope and Water Rescue Team, Youth Gang/Occult Investigation Team, Firearms Training Instructor, Bicycle Patrol Unit, Field Training Officer, and as a Range Coordinator; and,*

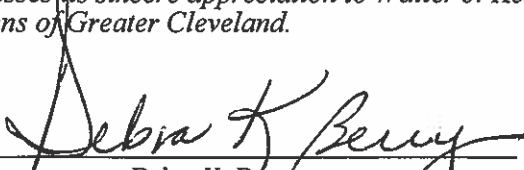
WHEREAS, *Walter J. Kendzierski has attended numerous training opportunities and utilized his skills to make valuable contributions in his law enforcement position; and,*

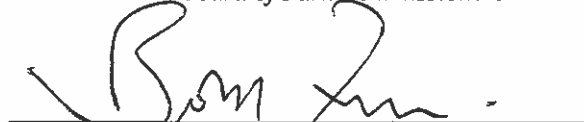
WHEREAS, *Walter J. Kendzierski demonstrated a spirit of cooperation when he participated with a Presidential visit to the Greater Cleveland area, served as the first team leader for the wildlife management project, was a regional instructor for police mountain bike courses, and when he served with the Fraternal Order of Police, Ohio Labor Council, Inc. and the Midwest Gang Investigators Unit and the Benefit Study Team; and,*

WHEREAS, *Walter J. Kendzierski has served the Greater Cleveland Community and surrounding law enforcement agencies by participating in law enforcement and public safety efforts throughout Cleveland Metroparks and the surrounding communities; and,*

WHEREAS, *Walter J. Kendzierski's professionalism and dedication has been an asset to the Ranger Department as evidenced by his letters of commendations and awards, namely the Pro Patria Award. Walter J. Kendzierski's commitment and hard work have been appreciated by members of the Ranger Department and will not be forgotten.*

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


Debra K. Berry
President, Board of Park Commissioners


Brian M. Zimmerman
Chief Executive Officer



PROCLAMATION

of the Board of Park Commissioners of the

Cleveland Metropolitan Park District

Cleveland, Ohio

WHEREAS, the citizens of Northeast Ohio, the visitors to the Park District, and the employees who maintain this treasure we call Cleveland Metroparks, have been tirelessly served by a team of dedicated men and women since 1967; and

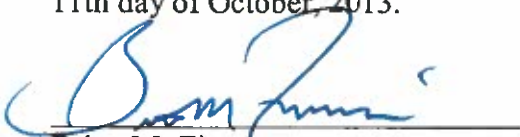
WHEREAS, this team, who is known as the Cleveland Metroparks Ranger Department Dispatchers, maintains an intricate network of public safety communications among six Northeastern Ohio counties and over sixty communities; and

WHEREAS, this dedicated team is rarely seen, but always heard; their voices are the security blankets that provide a reassuring comfort to those in need of help - before those can be relieved of what causes them harm; and

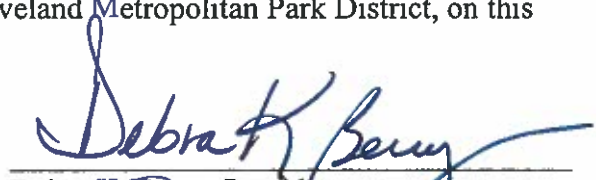
WHEREAS, the men and women of the Cleveland Metroparks Ranger Department are the foundation of every rescue, the lifeline to a fleeting life, and the omniscient presence that drives the very core of the Ranger Department.

NOW, THEREFORE, BE IT RESOLVED, that we, the Board of Park Commissioners of the Cleveland Metropolitan Park District and the Chief Executive Officer, ask that all residents, visitors, and employees of Cleveland Metroparks, join us in honoring the telecommunications professionals known as the Cleveland Metroparks Ranger Department Dispatchers for their outstanding service to us all since 1967.

WITNESS OUR HANDS and the official Seal of the Cleveland Metropolitan Park District, on this 11th day of October, 2013.




Brian M. Zimmerman
Chief Executive Officer



Debra K. Berry, President

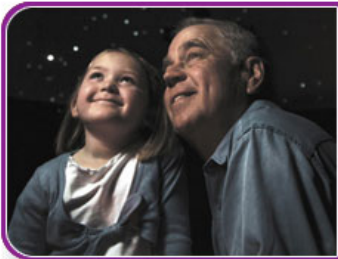


Dan T. Moore, Vice President



Bruce G. Rinker, Vice President





Walter R. Schuele Planetarium

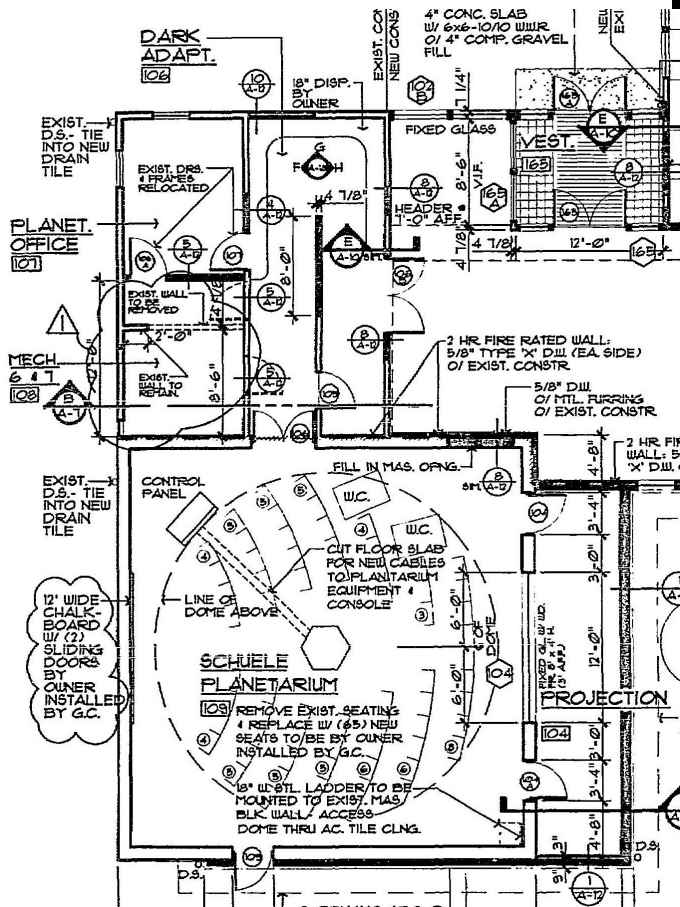
Professional planetarium technology and staff support an atmosphere of learning and exploring—under the stars. Programs and instruction can be adapted to meet the needs of any child. Popular programs for students and private groups are the Reasons for the Seasons and The Nature of Energy.

explore



Lake Erie Nature & Science Center

Live Wildlife Exhibits & Rehabilitation • Educational Programs • Planetarium



Thank you for your support.

NASA

Through our relationship with the National Aeronautics and Space Administration, we are able to share data available from some of the most recent space missions. Please visit our public planetarium presentations to view these exclusive images and other unique space updates. NASA also shares some of its unique "artifacts" like moon rocks and space suits!



RESOLUTION NO. 13-10-143

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 September 17, 2013 in the amount of \$40,771.82; and **Checks** dated September 25, 2013 in the amount of \$249,799.42; and **Checks** dated September 27, 2013 in the amount of \$441,582.79; and **Checks** dated October 11, 2013 in the amount of \$882,896.24; and **“Then and Now Certificates”** including **Visa Purchasing Card** purchases dated September 8, 2013 to September 28, 2013 in the amount of \$213,048.21; and **Visa Travel Card** purchases dated September 8, 2013 to September 28, 2013 in the amount of \$17,555.21; 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: October 11, 2013

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	40	264	\$ 414,564.29	\$ 10,364.11	\$ 1,570.32	C
Board Authorized Payments	25	56	\$ 138,909.20	\$ 5,556.37	\$ 2,480.52	A
Director Approved Payments	34	130	\$ 133,274.48	\$ 3,919.84	\$ 1,025.19	D
Telephone-Written Quote Items	15	40	\$ 46,082.69	\$ 3,072.18	\$ 1,152.07	P
Telephone Quote Items	31	35	\$ 49,123.05	\$ 1,584.61	\$ 1,403.52	T
Utilities	32	307	\$ 297,680.52	\$ 9,302.52	\$ 969.64	U
Health Insurance	4	6	\$ 43,898.28	\$ 10,974.57	\$ 7,316.38	H
Other Exempt Items	53	60	\$ 456,239.36	\$ 8,608.29	\$ 7,603.99	E
Non-Bid Items less than \$1,000	55	88	\$ 21,578.40	\$ 392.33	\$ 245.21	N
Purchases Obtained w/o Cert.	3	3	\$ 13,700.00	\$ 4,566.67	\$ 4,566.67	S
	292	989	\$ 1,615,050.27	\$ 5,530.99	\$ 1,633.01	

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. 13-10-143** listed above.