

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

OCTOBER 31, 2013

The Board of Park Commissioners met on this date, Thursday, October 31, 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 various topics. Ms. Leshar's 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. 13-10-152: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve the minutes from the Regular Meeting of October 11, 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.

FINANCIAL REPORT.

Chief Financial Officer, David J. Kuntz, presented a Comparative Summary of Revenues & Expenditures 2013 vs. 2012 Year-To-Date, for the Month Ended September 30, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages 76725 to 76727 and they were filed for audit.

ACTION ITEMS.

- (a) ***Commissioning of K-9 Rico with Handler, Ranger Michael Barr***
(Originating Source: Daniel J. Veloski, Chief Ranger)

K-9 Rico officially became the newest member of the Ranger Department when he and his handler, Ranger Michael Barr, were introduced to the rest of Cleveland Metroparks at a media event held October 28, 2013 at the Euclid Park Elementary School in Cleveland. Rico is a six-week-old German Shepherd. He is the fifth K-9 donated to the department by Tom and Kathy Schmidt, owners of Schmidt's of Macedonia and coordinators of the Buckeye Area Regional K-9 (BARK) training group in Medina. The purebred puppy, black with sable paws, is the grandson of the department's first K-9, Radar, who retired from service last year.

Lt. Sean Flanigan, who founded the Ranger K-9 Unit in 2001, is currently the supervisor of the unit which includes Lt. Robert Pofok and 8.5 year old K-9 Rocky; Sgt. Tim Garris with 2.5 year old K-9 Logan; and Ranger Mike Kort with 9 month old K-9 Gambit. These officers will work with Rico and Ranger Michael Barr to ensure that Rico becomes the department's fifth exceptional K-9, certified in narcotics detection and tracking/apprehension. Ranger Barr and Rico began training Monday with the Buckeye Area Regional K-9 (BARK) training group.

Ranger Barr began his law enforcement career in Greenville, Mississippi after graduating from Eastern Michigan University with a Bachelor of Science in Criminal Justice Administration. He worked at the Greenville Police Department in the special operations unit with a K-9 and four officers. Although Barr was not a handler, his day-to-day operations consisted of narcotics investigation where he worked with the dog on a daily basis. Leaving Mississippi, he continued his career with the East Cleveland Police Department before joining the Rangers in November 2012.

- No. 13-10-153:** It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to appoint Rico as a K-9 Ranger for Cleveland Metroparks, as authorized by Section 1545.13 of the Ohio Revised Code.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)

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

James J. Duwelius, Senior Technician – Visual Communications

James Duwelius has served Cleveland Metroparks for more than 32 years, utilizing his knowledge, skills and abilities as a Seasonal Laborer, Handyperson, Senior Handyperson, Technician, and Senior Technician. During his career at Cleveland Metroparks, James has used his knowledge and skills to fabricate and install comprehensive visual communication projects utilizing silk screening, sandblasting, routing, and wood sign production, demonstrated attention to detail in planning, and creativity in problem solving. James has been involved in numerous capital improvement and renovation projects throughout the Park District beginning with: (a) The RainForest; (b) followed by CanalWay Visitor Center; (c) Park Operations & Ranger Headquarters; (d) various Zoo projects including Australian Adventure, Sarah Allison Steffee Center for Zoological Medicine, and African Elephant Crossing; (e) Sleepy Hollow, Big Met and Seneca golf course clubhouses; (f) Rocky River and Strongsville management centers; (g) Rocky River, Garfield Park and North Chagrin Nature Centers; (h) West Creek Reservation including the Watershed Stewardship Center; (i) Rivergate Café; (j) the Lakefront parks; and (k) most recently, Cleveland Metroparks Administrative Offices, just to name a few. James has also served on the Safety Committee, was the Safety Point Person, was responsible for completing the annual Chemical Hazard Report for the Visual Communications Division, and served as the Secretary for Cleveland Metroparks Employees Association (CMEA). James has been a valued asset to Cleveland Metroparks, and the products of his labor have been appreciated and will not be forgotten.

Jack H. Ringstmeier, Zoo Manager of Buildings and Facilities

Jack Ringstmeier has served Cleveland Metroparks for more than 32 years, utilizing his knowledge, skills and abilities in General Maintenance, as a Maintenance Engineer, Assistant Park Manager – Zoo; and Zoo Manager of Buildings and Facilities. Jack has provided leadership and direction to others as he assisted them in developing their own careers, skills and knowledge of processes and techniques. Jack has used his innovation, knowledge and experience to manage the activities of buildings which included industrial level HVAC, electrical, plumbing, carpentry and welding, vehicle and equipment maintenance, capital projects, and facility rehabilitation throughout Cleveland Metroparks Zoo. Jack has assisted with animal transfers and animal habitat improvements, and was the lead for projects such as Zoo Lights, Wolf Wilderness, Australian Adventure, I-Werks Simulator, “Touch” Amazing Rays & Sharks exhibit, animal Dinosaur exhibit, and Boo at the Zoo. Jack was responsible for assuring that State of Ohio compliance was met and maintained for various operations within the Zoo including life safety systems and amusement ride safety. He was also instrumental in the Energy Management Program which resulted in the upgrade of numerous mechanical systems to more energy efficient models. Jack has served on the Zoo Safety Committee and represented the Zoo on the district-wide Safety Committee. He supported the Park

ACTION ITEMS (cont.)

Pathways Intern Partnership (PIIP) program where he was committed to the success of the students from the Washington Park Environmental Studies Academy who participated in the program. Jack has been a valued asset to Cleveland Metroparks, and the products of his labor have been appreciated and will not be forgotten.

Christine Spisak, Information Specialist – Park Operations

Christine Spisak has served Cleveland Metroparks for more than 21 years, utilizing her knowledge, skills and abilities as a Secretary and an Information Specialist. Chris has provided administrative support for nature center staff providing useful information and friendly guest service experiences to nature center guests, and assisted with on-boarding new nature center staff. Chris was responsible for assisting with all special events including scheduling, purchasing, and reconciling budgetary expenses and reports after each event. Chris exhibited perseverance and organizational skills with database activities required for MetroParker, library inventory, ProCard reconciliation, and various other administrative support duties. She successfully achieved certification as an Interpretive Guide and as an Interpretive Host with the National Association for Interpretation. Chris went above and beyond her primary responsibilities when she played an integral role with the success of the Escape to the Underground Railroad programs with her character performance. She has served on the Diversity Advisory Committee, provided support to other management during staff absences, assisted with decisions related to nature center renovations, and trained volunteers. Christine has been a valued asset to Cleveland Metroparks, and the products of her labor have been appreciated and will not be forgotten.

Donald R. Wilson, Lead General Maintenance – Cleveland Metroparks Zoo

Donald Wilson has served Cleveland Metroparks for 30 years, utilizing his knowledge, skills and abilities as a Grounds Maintenance, General Maintenance, and Lead General Maintenance employee. Donald's technical abilities allowed him to use his innovative skills to solve many maintenance challenges at the Zoo. Through his knowledge and experience, he has provided assistance with numerous projects and events for Facility Operations including operation of heavy equipment, major utility line maintenance and repair, installation of Dinosaur exhibits, and countless smaller projects through the year. He was also responsible for locksmith duties within the Zoo, and has provided excellent leadership and judgment skills for his peers when he willingly provided work direction and shared his expertise as a General Maintenance employee. Donald also supported Brookside Reservation on special projects and during times of emergency. Donald has been a valued asset to Cleveland Metroparks, and the products of his labor have been appreciated and will not be forgotten.

ACTION ITEMS (cont.)

No. 13-10-154: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to recognize James J. Duwelius, Jack H. Ringstmeier, Christine Spisak, and Donald R. Wilson for their years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolutions found on pages **76728** through **76731**.

Vote on the motion was as follows:

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

Nays: None.

(c) ***2013 Budget Adjustment No. 3***
(Originating Sources: David J. Kuntz, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

Two types of 2013 budget adjustments are requested for board approval:

Type I: Transfers, listed on pages **76732** to **76738**. Represents transfers with **NO NET INCREASE/DECREASE** to the 2013 operating and/or restricted funds budgets.

Type II: Appropriations, listed on page **76739**. Operating/Capital Fund, \$0; Restricted Funds, \$135,010 (derived from grants and/or donations), representing a net increase of \$135,010.

No. 13-10-155: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve the 2013 Budget Adjustment No. 3 for "Type I: Transfers," for **NO OPERATING OR RESTRICTED FUND INCREASE/DECREASE** and "Type II: Appropriations," in the amount of **\$135,010** as listed on pages **76732** to **76739**.

Vote on the motion was as follows:

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

Nays: None.

(d) ***Youth Outdoors Operating Agreement between Ohio State University Extension and Cleveland Metroparks***
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Wendy Weirich, Director of Outdoor Education)

Background

On December 20, 1999, the Board authorized a "pilot" three-year agreement with Ohio State University Extension to provide for an urban youth program entitled **Youth Outdoors**. The three-year "pilot" initiative (2000, 2001, 2002) was evaluated to be successful, in terms of program quality and number of youth served. Subsequently, the

ACTION ITEMS (cont.)

Board authorized consecutive renewals of the agreement and currently the contract for the period securing services through December 31, 2017 requires Board approval.

Specifically in 2012, the following was achieved:

- 4,745 individual youth involved
- 6,768 contacts with youth
- 393 youth programs
- Average number of youth per program was 9.4 (excluding special events)
- Average number of hours per program was 2.3
- Number of Adventure Clubs was 29
- 138 volunteers provided 3,637 hours of service

Program Overview

Financially, Ohio State University Extension (75 percent) and Cleveland Metroparks (25 percent) cooperatively provided funding for one full-time position (Greg Yost as Youth Development Specialist) while Cleveland Metroparks funds two full time positions, including John Rode as Outdoor Recreation Manager, in addition to Youth Outdoors part-time instructors, equipment, and materials. Total Cleveland Metroparks 2012 Youth Outdoors expenditures were ±\$29,000.

Cooperative Agreement with Ohio State University Extension

Ohio State University Extension desires to continue program offerings to urban youth, and has found the partnership with Cleveland Metroparks to be positive, reaching participants which otherwise would be underserved. **The proposed ±five year agreement (through December 2017) would sustain Ohio University Extension financial commitment. Additionally, the agreement would provide administrative support, program resources and volunteer training support to Youth Outdoors.**

No. 13-10-156: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to execute an agreement, in form approved by the Chief Legal and Ethics Officer, for “Youth Outdoors” between Ohio State University Extension and Cleveland Metroparks, as hereinabove described, for a term beginning January 1, 2013 through December 31, 2017.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)

- (e) ***Cleveland Metroparks Membership into the Southwest Emergency Response Team (SERT)***
(Originating Source: Daniel J. Veloski, Chief Ranger)

Background:

First presented to the Board of Park Commissioners at a meeting held on September 18, 2013 as an Information Item, the Ranger Department introduced plans for a formal membership in the Southwest Emergency Response Team (SERT). Rangers and the SERT member communities are seeking a Resolution for Cleveland Metroparks to enter into a Memorandum of Understanding between the Board of Park Commissioners of The Cleveland Metropolitan Park District, Cleveland Metroparks Rangers, and Southwest Emergency Response Team (SERT) for the purpose of emergency response coordination between the Park District and nineteen member communities from Southwest Cuyahoga County.

Within the past decade, the Ranger Department has become an important component of several statewide search and rescue initiatives. Rangers have provided training and emergency response for wide area search and missing persons. Chief Dan Veloski presented an overview of several partnerships and collaboratives with local, county, state and federal agencies at the September 18, 2013 Board Meeting. Highlighted in that presentation were the expanding role and capability of a Ranger Dive team that has existed for more than forty years. Neighboring safety forces have taken note of its resources, willingness to train with others, comprehensive protocol, upgraded equipment, improved training and these newly established partnerships with other Northeast Ohio public safety dive teams.

For more than 20 years, 19 local communities have pooled their resources and collective expertise to build an all inclusive technical rescue and hazardous materials response team with seven specialized land and water-based disciplines. If authorized, Cleveland Metroparks will become the 20th member agency and will provide valuable contributions to the Technical Rescue disciplines, particularly in the areas of lost persons search and rescue, dive rescue, ice rescue, swift water rescue, and fire investigation. The benefit to our Park District and membership communities is exceptional. For an investment of \$5,000 annually, Cleveland Metroparks and the member communities have access to expertise, training, collaborative emergency response, manpower and equipment to effectively respond to a host of emergencies. Membership in SERT is just one example of Cleveland Metroparks and the Ranger Department's commitment to ALL of Greater Cleveland by offering its resources and expertise to others while creating and leveraging new partnerships for greater community and Park District benefits.

ACTION ITEMS (cont.)

No. 13-10-157: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize Cleveland Metroparks membership into the Southwest Emergency Response Team (SERT), authorizing the Ranger Department to enter into a Memorandum of Understanding (MOU) to provide emergency response and support for specific emergencies within the 19 member communities covered in the MOU, and to pay a SERT annual membership fee of \$5,000 (prorated at \$416.67/month for each month during which the Rangers are a member of SERT in this first year of membership); form and content of the MOU 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.

- (f) ***2014 Property and Liability Insurance Coverages***
(*Originating Source: Thomas R. Coles, Director of Risk Management*)

Background

The current insurance coverages and pricing by Jackson Dieken & Associates Insurance, Inc. with U.S. Specialty Insurance Company, a subsidiary of Houston Casualty Company (HCC), is the second year of a three-year program (i.e. 2012, 2013, 2014) where the rates are guaranteed not to increase from year to year, subject to an account loss ratio that does not exceed 22 percent at 9 months and 32 percent at 21 months. The Park District's loss ratio prior to June 2012 was well within the rate guarantee parameters; however, the claims experience subsequent to June 2012, including the resolution of a serious auto liability matter, generated a loss ratio well in excess of the above referenced rate guarantee parameters. While the aforementioned auto liability loss was fully insured and, therefore, did not impact the Park District directly, the premium for the policy year effective November 1, 2013 was significantly impacted by the HCC payment on this particular claim.

In addition to the claims experience premium component, the Park District's exposures increased significantly with the acquisition of the Lakefront properties, Acacia, and the opening of the West Creek Stewardship and Management Centers. These additions, along with other acquisitions, building projects and updated values, increased the total insurable building values by approximately \$40 million.

2014 Proposed Premium

As we move into the third year of a three-year program, the Park District's proposed premium for 2014 is \$639,961 (+28.1%) versus \$499,511 in 2013 (an increase of \$140,450). Approximately \$96,000 of the increase in HCC premium can be attributed to the adverse loss experience. The balance is due to change in exposure(s) (e.g. increase in property valuation, equipment, auto physical damage, liquor liability, etc.). A five-year comparison chart is included on page **76740**.

ACTION ITEMS (cont.)

The Park District's Director of Risk Management and Risk Management Consultant, Crain Langner & Company, reviewed the proposed rate increase and believe, given the loss experience generated primarily by the resolution of the June 2012 auto liability loss, along with the increase in exposures, that the increase in premium is acceptable and could have been significantly higher had a Request for Proposal process been conducted this year. As such, the Park District Director of Risk Management and the Park District Risk Management consultant, Dan Buser with Crain Langner & Co., recommend that the proposal be accepted, as reflected below. Dan Buser, Kelly McKeon and Vivian Pierce were all in attendance at the meeting.

No. 13-10-158: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to accept the proposal of Jackson Dieken & Associates Insurance, Inc., as described above, for insurance coverages for the third year of a three-year program effective November 1, 2013 to November 1, 2014, at the proposed coverages and pricing as follows:

Commercial General Liability Insurance for \$48,532 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Auto Liability Insurance for \$156,358 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Public Officials Liability Insurance for \$10,708 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Law Enforcement Liability Insurance for \$7,747 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Employment Practices Liability Insurance (included in Public Officials Liability Insurance) with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Excess Liability Insurance for \$75,201 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Terrorism Coverage (TRIA) (liability and property) for \$6,998 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Liquor Liability Insurance for \$3,312 with Mount Vernon Insurance Company through Jackson Dieken & Associates;

Property Insurance for \$147,673 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

ACTION ITEMS (cont.)

Inland Marine Insurance for \$28,616, with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

EDP Insurance for \$6,982 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Employee Dishonesty and Crime Insurance for \$4,214 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Boiler and Machinery Insurance (included in property insurance premium) with U.S. Specialty Insurance Company, through Jackson Dieken & Associates;

Earthquake and Flood (Excluding Zone A) Insurance (included in Property Premium) with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Auto Physical Damage (comprehensive/collision coverage on select vehicles; auto catastrophic coverage 5 locations) for \$64,375 with U.S. Specialty Insurance Company through Jackson Dieken & Associates;

Property Coverage (Scheduled Article Floater for Towpath Trail Overpass Bridges and pedestrian bridges) for \$34,100 with Allianz Global Corporation and Specialty Insurance Company through Jackson Dieken & Associates;

Treasurer's Bond for \$5,145 with CNA/Western Surety Company through Jackson Dieken & Associates;

Claims Administration for \$7,500 with HCC Public Risk Claims Service Inc. through Jackson Dieken & Associates;

Broker Fee for \$32,500 with Jackson Dieken & Associates.

Grand Total: \$639,961

Vote on the motion was as follows:

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

Nays: None.

ACTION ITEMS (cont.)

- (g) ***2014 Cleveland Metroparks Employee Group Health Care Benefits***
(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Harold G. Harrison, Chief Human Resources Officer)

A. 2014 MEDICAL BENEFITS**1) Self-Insured Preferred Provider Organization (“PPO”) Plans**

Since January 1, 2007, the Park District has offered a self-insured medical plan which includes an administrative services only (“ASO”) provider network and claims adjudication service and reinsurance/stop-loss insurance coverage (“Stop-Loss Coverage”). The Park District has historically offered two plan design options (Plan A and Plan B).

In order to determine the continued value in maintaining a self-insured medical plan, the Department of Human Resources (“HR”) and the Park District’s employee benefits consultant, Oswald Companies (“Oswald”), solicited proposals (RFP #5937) for fully-insured coverage for 2014. Four (4) insurance providers provided quotes, with the lowest fully-insured quote received from Medical Mutual. This quote, however, contemplated a 10.1% guaranteed increase over the self-insured renewal projections. Accordingly, HR recommends continuing the self-insured program for 2014.

Administrative Service Only Agreement – Medical Mutual of Ohio

In 2012 the Park District entered into a three (3) year agreement with Medical Mutual of Ohio (“MMO”) to provide access to their provider network (including discounts) and claims adjudication service for the self-insured medical plans. This contract requires a 2% increase in ASO premium payments for 2014. Accordingly, the MMO ASO premium for 2014 will be \$34.73 per employee per month (“PEPM”).

Stop-Loss Coverage

Stop-Loss Coverage provides the Park District with individual claim caps (\$100,000 per individual) and aggregate claim caps (125% of expected claims for Park District). HR and Oswald solicited proposals (RFP #5946) for Stop-Loss Coverage and received responses from two (2) providers. HR and Oswald recommend that the Park District determine that the proposal from HCC Life is the lowest and best proposal. HCC Life has proposed an 8.99% increase for specific coverage and 2.16% increase for aggregate coverage. HCC Life has set the annual maximum claims amount for 2014 at \$5,718,542.

ACTION ITEMS (cont.)**Self-Insured Plan Designs (A-Plan and B-Plan) and Premium Contributions**

HR and Oswald are recommending plan design changes for the A-Plan and B-Plan to: 1) provide necessary protection against increased claims costs and additional costs associated with health care reform; 2) avoid payment of the health care reform penalty in 2018; and 3) bring plan designs in line with industry standards. Health benefit plan design costs are evaluated through actuarial analysis of the projected cost balance between the employer and employee. The actuarial value of a health plan is the percentage of health care costs that, on average, the employer will pay as opposed to the employee. HR and Oswald are proposing plan design changes (e.g., increased deductibles, co-pays, co-insurance and out of pocket maximums) for the A-Plan that reduce the actuarial value by 4.1% and for the B-Plan that reduce the actuarial value by 5.1%.

Based on the revised plan designs and lower than expected claim amounts for 2013, Oswald has provided premium rates for 2014 that are 4.4% below 2013 for the A-Plan and 6.0% below 2013 for the B-Plan. HR and Oswald are recommending that the Park District maintain a 15% employee premium contribution rate for the A-Plan and a 10% employee premium contribution rate for the B-Plan.

The following is a summary of the monthly premium rates for 2014 under the revised plan designs:

	Total Rate	Park District Pays	Employee Pays
A-Plan Single	\$440.04	\$374.03	\$66.01
A-Plan Family	\$1,047.05	\$889.99	\$157.06
B-Plan Single	\$396.34	\$356.71	\$39.63
B-Plan Family	\$933.08	\$839.77	\$93.31

2) **Fully-Insured Health Maintenance Organization (“HMO”) Plan**

The Park District currently maintains a fully insured HMO plan with Kaiser Permanente (“Kaiser”). As of October 1, 2013, five (5) employees have single coverage and ten (10) employees have family coverage with Kaiser. HR and Oswald solicited proposals (RFP #5937) for fully-insured HMO coverage for 2014. The Park District only received proposals from Kaiser and Aetna. Kaiser proposed a 9.3% increase on current rates, while Aetna proposed a 21.1% increase. In light of these rate increases and the current instability related to Kaiser coming under new ownership, HR and Oswald are recommending discontinuing the offering of an HMO plan for 2014. HR has been in contact with current Kaiser enrollees regarding this potential action and will be working with them on the transition to Medical Mutual network.

ACTION ITEMS (cont.)**3) Telehealth Services**

In 2013, the Park District entered into a one-year contract with Teladoc to offer a telephonic medical consultation service with board certified practicing physicians, licensed by the State of Ohio. Employees contact Teladoc to inform them of their medical condition and a physician returns the call within minutes to consult with the employee. The physician may then prescribe medications as required. Cleveland Metroparks pays the entire monthly premium (\$1.35 PEPM) for the service, while the consultation charge (\$38) is offset by a \$10 employee co-pay.

HR and Oswald have evaluated the performance of the Teladoc program and determined the program to be significantly beneficial. As of October 1, 2013, 137 employees or dependents have received consultations through Teladoc. Based on self-reporting of where these employees would have sought treatment if Teladoc did not exist, HR estimates that the Park District has diverted \$26,289 from its self-insured claims experience by avoiding office, urgent care and emergency room visits.

HR and Oswald solicited quotes regarding maintaining a telehealth program for 2014. Based on these quotes, HR will be entering into an agreement with Teladoc to provide telehealth services in 2014.

4) Wellness Incentive Program

In 2013, Cleveland Metroparks introduced a wellness incentive program to encourage and reward health behaviors/actions of employees, spouses or same-sex domestic partners, and dependents. Pursuant to the program, monthly employee premium contributions were reduced by credits for obtaining certain requirements. As of October 1, 2013, HR has awarded 1582 wellness credits.

Based on the success of the program, HR and Oswald are recommending the Park District continue the program with minor modifications to the applicable credit requirements. The following is a summary of the proposed 2014 wellness credit requirements/amounts:

Wellness Requirement	Monthly Premium Credit (Employee Completes)	Monthly Premium Credit (Spouse / Domestic Partner Completes)
Submit Preventative Care Certification from Primary Care Physician	\$15	\$10
Non-Tobacco User Certification/Affidavit	\$10	\$5
Register for Teladoc	\$5	\$5
Completion of Health Risk Assessment	\$15	\$5
Total Available Credits	\$45	\$25

ACTION ITEMS (cont.)**5) Medical Buyout**

The “buyout” option is a cash payment to employees, who would otherwise be eligible for family medical coverage, who decline to elect medical benefits from the Park District and utilize their spouse’s or domestic partner’s employer’s health plan. Annual verification documentation is required.

The buyout rate for 2013 is currently set at \$295.27 per month. HR and Oswald are recommending reducing the buyout rate to \$150.00 per month in 2014. This amount more closely aligns with the premium costs associated with the employee joining their spouse’s or domestic partner’s health plan. In addition, this amount is in line with the statewide public sector average for buyout offerings.

B. 2014 DENTAL AND VISION BENEFITS

In light of certain mandates of health care reform, HR and Oswald are recommending that the Park District “unbundle” the medical, dental and vision plans beginning in 2014. Accordingly, employees will be able to select medical, dental and vision coverage on a “a la carte” basis for 2014.

1) Dental Benefits

HR and Oswald solicited proposals (RFP #5938) for Dental Coverage and received responses from six (6) providers. The Park District’s current provider, Aetna (Freedom of Choice Dental Plan, including Dental Maintenance Organization), provided a quote with a 4.2% premium reduction based on a plan design modification relating to out-of-network services, with a 5% rate increase cap for year two. Under this plan design, Aetna will pay no more than the negotiated in-network rate for out-of-network services. In addition, Aetna has proposed an additional 0.5% multiple line discount should the Park District contract with Aetna for vision services. Accordingly, HR and Oswald recommend that the Park District determine that the proposal from Aetna be determined to be the lowest and best proposal. The following is a summary of the monthly premium rates for 2014 under this plan:

	Total Rate	Park District Pays	Employee Pays
Single	\$23.27	\$22.11	\$1.16
Family	\$77.12	\$73.25	\$3.87

2) Vision Benefits

HR and Oswald solicited proposals (RFP #5940) for Vision Coverage and received responses from five (5) providers. HR and Oswald recommend that the Park District determine that the proposal from Aetna be determined to be the lowest and best proposal. Although Aetna did not submit the lowest premium quotation, Aetna’s significantly larger network will provide increased customer service and options for employees. Including the multiple line discount, the contract with Aetna will cost the Park District less than \$5,000 per year more than the lowest quote (Union Eye Care). The following is a summary of the monthly premium rates for 2014 under this plan:

ACTION ITEMS (cont.)

	Total Rate	Park District Pays	Employee Pays
Single	\$3.89	\$3.31	\$0.58
Family	\$11.81	\$10.04	\$1.77

No. 13-10-159: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve the 2014 Cleveland Metroparks Employee Group Health Care Benefits as follows:

A. Self-Insurance Plan

- a. That the Board approve the continuation by the Chief Executive Officer of the self-insured employee health benefits program, maintained pursuant to Section 9.833 of the Ohio Revised Code, to pay for authorized health care benefits, including health care and prescription drugs, under the Medical Mutual PPO plan options described above (the “Self-Insured Program”) for the 2014 plan year.
- b. That the Board direct the Chief Executive Officer to take all necessary actions to reserve funds, as are necessary, in the exercise of sound and prudent actuarial judgment, to cover potential costs of health care benefits for the Self-Insured Program. The funds shall be reserved in a special fund (the “Self-Insurance Fund”) established pursuant to this resolution, which shall comply with the requirements of Ohio Revised Code Section 9.833. The costs of the Self-Insured Program, including, but not limited to, claims paid, administrative fees, consultant fees, wellness programs, telehealth services, and legal fees, may be allocated to the Self-Insurance Fund on the basis of relative exposure and loss experience.
- c. That the Board direct the Chief Executive Officer to have a report prepared and published of amounts reserved and disbursements made from the Self-Insurance Fund, which comports with and conforms to the requirements of Ohio Revised Code Section 9.833, and is maintained and made available for inspection at all reasonable times during regular business hours at the Cleveland Metroparks Administrative Office.
- d. That the Board authorize the Chief Executive Officer to offer the health care “buyout” option at the rate of \$150 per month.

ACTION ITEMS (cont.)**B. Stop-Loss / Reinsurance Coverage (RFP #5946)**

That the Board approve an award on RFP #5946 and authorize the Chief Executive Officer to enter into a one (1) year agreement, in a form approved by Counsel, with HCC Life at the rates cited above to purchase stop-loss reinsurance for \$100,000 specific stop-loss insurance and aggregate stop-loss insurance at 125% of expected claims as projected by HCC. The agreement shall commence on January 1, 2014 and cover claims incurred in the twelve (12) month period covering the Self-Insured Program's year beginning January 1, 2014, but paid on or before March 31, 2014.

C. Dental Benefits (RFP #5938)

That the Board approve an award on RFP #5938 and authorize the Chief Executive Officer to enter into a one (1) year agreement, in a form approved by Counsel, with Aetna Insurance Company at the rates cited above for dental benefits. This agreement will also include an option (Park District's option) to renew the contract for one (1) year with 5% cap on rate increases.

D. Vision Benefits (RFP #5940)

That the Board approve an award on RFP #5940 and authorize the Chief Executive Officer to enter into a two (2) year agreement, in a form approved by Counsel, with Aetna Insurance Company at the rates cited above for vision benefits. This agreement will also include an option (Park District's option) to renew the contract for one (1) two (2) year period at a flat rate.

Vote on the motion was as follows:

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

Nays: None.

(h) *Professional Services Agreement – Edgewater Park/West Shoreway Intersection*
(Originating Sources: Richard J. Kerber, Chief Planning and Design Officer/John Cardwell, Senior Landscape Architect)

The Ohio Department of Transportation (ODOT) and the City of Cleveland are in the final stages of design on modifications to the West Shoreway to make the roadway function more as a boulevard with lower speeds. As part of the modifications, ODOT is reworking all of the intersections/ramps along the Shoreway from Clifton/Lake to West 28th Street. The existing layout of ramps, drives to Edgewater Park and Whiskey Island Road are currently confusing to motorists and are substandard form a traffic flow standpoint. After assuming management of the lakefront parks, Cleveland Metroparks engaged the ODOT consultant, Michael Baker Jr., Inc., to evaluate designs for an

ACTION ITEMS (cont.)

improved intersection within the park. Ten different schemes were evaluated and a report on the issues detailing the advantages and disadvantages of each option. In consultation with ODOT and the City of Cleveland, a roundabout layout was selected as the best alternative. A diagram is included on page **76741**.

Cleveland Metroparks has requested that ODOT include the construction of the roundabout with the West Shoreway bid package as work to be accomplished with “100% local funds”, meaning that the ODOT contractor would construct the improvements, but Cleveland Metroparks would pay the full cost. It is believed that there are both logistical advantages and cost saving advantages to this method of accomplishing the work. The very preliminary budget estimate for the roundabout is ±\$1,000,000.

ODOT’s timetable for the project is to have the bidding documents completed by the end of the year for bidding in the first half of 2014 and a construction start in the fall of 2014. The final phasing is not yet complete, but multiple phases of work will be required to make all of the changes while keeping the Shoreway fully operational. There will be periods when detours will be necessary during ramp/intersection modifications including access to lower Edgewater Park and Whiskey Island Road.

Baker has submitted a proposal to complete the design and prepare bidding documents for a cost not-to-exceed \$117,800.80. The previous preliminary design work was accomplished at a fee not-to-exceed \$49,930. Staff has reviewed the fee proposal and finds it to be reasonable given the complexity of drawings and the level of details required to be a part of the ODOT bid package.

No. 13-10-160: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to execute a professional services agreement with Michael Baker Jr., Inc., in a form acceptable to the Chief Legal and Ethics Officer, pursuant to its proposal dated October, 2013, in an amount not to exceed \$117,800.80, to provide for engineering services for the Edgewater Park roundabout project.

Vote on the motion was as follows:

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

Nays: None.

(i) ***Ohio Department of Transportation (ODOT) Final Legislation – Valley Parkway over IR-77 Multi-Purpose Path Widening***
(Originating Source: Richard J. Kerber, Chief Planning and Design Officer)

ODOT is replacing the bridge that carries Valley Parkway over Interstate 77. During the replacement of the bridge at Cleveland Metroparks request, the existing trail component adjacent to the roadway will be widened to meet current standards for bikeways. ODOT

ACTION ITEMS (cont.)

has secured Enhancement Funds for the federal share of the cost for the trail widening and Cleveland Metroparks is supplying \$58,740 in local match for the project. ODOT is receiving bids for the project on November 21, 2013. On August 15, 2013 the Board approved the Consent Resolution committing Cleveland Metroparks participation in the project. ODOT now requires final legislation from Cleveland Metroparks including:

- Board final Resolution
- Fiscal Officer's Certificate
- Contract
- Payment of the \$58,740

The form of resolution is attached on pages **76742** and **76743**.

No. 13-10-161: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to approve the Final Resolution of the Cleveland Metroparks Board of Park Commissioners Proposing to Cooperate with The Director of Transportation regarding the Valley Parkway over IR-77 Multi-Purpose Path Widening; and further that the Board authorize the Chief Executive Officer and the Chief Financial Officer to execute the required certificates, contracts and payments related to the project, in forms as approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

(j) ***RFP #5935: Operation of Edgewater Fishing Pier Concession***
(Originating Source: Brian M. Zimmerman, Chief Executive Officer)

Background

Edgewater Park in the Lakefront Reservation features two beaches, a playground, reservable pavilions, fishing pier, boat ramps and one of the best views of downtown Cleveland. The fishing pier provides anglers access to Lake Erie while the boat ramps offer one of the few public boating access points on the west side of the city. The concession building for supplying fishing supplies/bait & tackle and food service/snack bar operations is located near the fishing pier.

As Cleveland Metroparks moves forward in its monitoring, assessing, and planning phase of the entire Lakefront Reservation, Cleveland Metroparks proposes to grant an initial concession agreement for eight and one-half (8 1/2) months from January 1, 2014, through September 15, 2014, for the operation at the Edgewater Fishing Pier Concession. The concession agreement would include the potential for renewals of additional term(s); approximate maximum of three (3) years.

ACTION ITEMS (cont.)

One proposal from the current operator, **Unique Enterprises, Inc. c/o Lesa and Frank Kaesberger, Owners**, was received for the Edgewater Fishing Pier Concession operations for 2014. The proposal is summarized as follows:

<i>2014 Remittance</i>	\$12,000 + 10% of gross revenue exceeding \$120,000
<i>Capital Investment</i>	2014 - \$800 Bike Rack @ \$600.00 Pressure Wash Exterior @ \$200
<i>Value Added</i>	Current Concessionaire at location since 1989
<i>Total Value to Cleveland Metroparks</i>	\$12,800 guarantee*; 8 ½ months * Possibility of additional revenues based on gross sales

In review of the single proposal, Cleveland Metroparks staff is recommending Unique Enterprises, Inc. as the fishing pier concessionaire for Edgewater Park for the following reasons:

- Background, experience, and professional capability are very strong. Lesa and Frank Kaesberger have operated the Edgewater Park Fishing Pier Concession for almost 25 years, and during the Summer of 2013, Cleveland Metroparks has observed a very efficient, clean and responsive concession operation.
- Amount and timetable for proposed capital investment is appropriate.
- Demonstrates a strong commitment to Edgewater Park and the concession operations.

No. 13-10-162:

It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **Unique Enterprises, Inc.**, for its proposal, as summarized above and maintained in the bid/proposal file for RFP #5935, for the fishing supplies/food operations at the Edgewater Fishing Pier Concession, for an eight and a half (8 ½)-month period from January 1, 2014 through September 15, 2014, with a **total guaranteed rent remittance to Cleveland Metroparks of \$12,000.00 plus 10% of gross revenue exceeding \$120,000, and a total of \$800.00 for capital investments**, with the option to extend the Agreement for additional terms for a total of up to three (3) years, three and one-half (3 ½) months at the sole discretion of Cleveland Metroparks.

Vote on the motion was as follows:

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

Nays: None.

AWARD OF BIDS:

No. 13-10-163: It was moved by Vice President Rinker, seconded by Vice President Moore and carried, to authorize the following bid awards:

Commodity Usage Report:

- **Bid #5875: Live Stocking Fish** (see page **76711**);

RFP #5943: **Cleveland Metroparks Zoo Entrance Signs**
(see page **76712**);

Bid #5944: **Renovation of Lakefront Management Office** (see page **76713**); and

Co-Op #5948: **One New Current Model Vermeer Model SC852 Stump Cutter** (see page **76714**).

Vote on the motion was as follows:

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

Nays: None.

AWARD OF BIDS (cont.)**RFP #5943 SUMMARY: CLEVELAND METROPARKS ZOO ENTRANCE SIGNS****Background:**

The entry signs for the Zoo located at the intersections of Wildlife Way and West 25th Street and Fulton Parkway were constructed around the same time as The RainForest. The routed wood signs have reached the end of their useful life, and have deteriorated to the point where they are heavily braced to remain intact. Zoo and Visual Communications staff collaborated to develop a new signage concept for the two locations. Renderings of the signs are attached at pages **76744** to **76745**. The primary sign at the Wildlife Way/West 25th Street intersection will be high enough to be seen as cars approach across the West 25th Street Bridge and will be internally illuminated to help with finding the intersection for night programs. The most significant upgrade will be the inclusion of a digital sign board component. The high resolution LED panel will be able to advertise special events and other information currently printed on banners and hung on the fence adjacent to the intersection.

Bids:

On October 21, 2013, sealed proposals were received for the **Cleveland Metroparks Zoo Entrance Signs** and are tabulated as follows:

Wilson Electronic Displays	\$43,950
Global Signs	\$48,716
Archer Sign	\$52,988
Allied Signage	\$53,000
Ellet Signs	\$59,200
Brady Sign	\$59,636
Brilliant Signs	\$83,655
Acolite Claude United Sign Co.	\$91,522

Bid Analysis:

Staff has reviewed the qualifications of Wilson Electronic Displays and the quality of product offered, and has determined that Wilson provides the best combination of product and price. In their proposal, Wilson offered several options for upgrades to the digital message board specified in the bid. Staff has reviewed these alternatives and has determined that an upgrade to a message board with a 10,210 pixel display over the specified message board with 4,608 pixels will provide a superior product at a cost less than the second lowest cost proposal for the 4,608 pixel message board. The total cost for the sign package with the upgraded message board is \$46,450.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with Wilson Electronic Displays, LLC. as having the lowest and best proposal for RFP #5943, Cleveland Metroparks Zoo Entrance Signs, for the lump sum amount of \$46,450. In the event that the bidder cannot satisfy the bid, the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lower and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 13-10-163 on Page 76710)

AWARD OF BIDS (cont.)**BID #5944 SUMMARY: **RENOVATION OF THE LAKEFRONT MANAGEMENT OFFICE, LAKEFRONT RESERVATION******Background:**

At the Lakefront Reservation there is an existing 8,000 square foot building located at Gordon Park near the Dike 14 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 \$165,000.

Bids:

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

White House Construction	\$157,400
Apex Construction	\$162,850
EnviroCom Construction	\$167,000
Crown Construction	\$167,945
Lawler Construction	\$174,500
Henle Construction	\$195,660
Northern Electric	\$195,660

Bid Analysis:

White House Construction was the low bidder at \$157,400. White House Construction is known to Cleveland Metroparks as having successfully completed renovations to Manikiki Golf Course Club House. White House Construction has been in business since 1968 engaged in construction and renovation for both public and private clients.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into a contract with White House Construction Company, Inc. as the lowest and best bidder for Bid #5944, the **Renovation of the Lakefront Management Office**, Lakefront Reservation for the lump sum base bid amount of ~~\$154,700.00~~ **\$157,400**¹. In the event that the bidder cannot satisfy the bid, the award will be given to the next successive bidder who the Board, in its discretion, has reflected in the minutes as being the next lower and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. Form of contract to be approved by the Chief Legal and Ethics Officer.

¹Minutes corrected due to transposition of numbers in original Recommended Action.

(See Approval of this Item by Resolution No. 13-10-163 on Page 76710)

AWARD OF BIDS (cont.)

CO-OP #5948 SUMMARY: ONE NEW CURRENT MODEL VERMEER MODEL SC852 STUMP CUTTER (New Addition)

DESIGNATION	Forestry Division
UNIT(S) REPLACED	New Addition
Mileage and Condition	N/A
NEW UNIT BASE COST	\$57,855.64
<u>TOTAL COST (with delivery)</u>	\$57,855.64
PURPOSE - use of vehicle	This unit is a self-propelled stump cutter which, unlike tow behind models, will allow it to be used in difficult to reach areas. It is expected to increase responsiveness and productivity.
COMPARATIVE UNIT	The last purchase of a stump cutter was over thirteen years ago. This is the first purchase of a self propelled stump cutter. Comparisons to a tow behind cutter would be inconclusive.

RECOMMENDED ACTION:

That the Board approve the purchase of One (1) New Current Model Vermeer Model SC852 Stump Cutter, equipped as specified in the above summary, from **Vermeer Sales & Service for a total cost of \$57,855.64** in full utilization of the Ohio Cooperative Purchasing Program.

	<u>EXPENDITURES</u>			<u>NUMBER OF PIECES</u>			Number that are	
	<u>Licensed</u>	<u>Non-Licensed</u>	<u>Total</u>	<u>Licensed</u>	<u>Non-Licensed</u>	<u>Total</u>	<u>New</u>	<u>Replaced</u>
2009 total	\$342,748	\$132,662	\$475,410	14	7	21	5	16
2010 total	\$466,486	\$128,777	\$595,263	18	5	23	5	18
2011 total	\$338,893	\$174,525	\$513,418	14	7	21	6	15
2012 total	\$360,032	\$36,578	\$396,610	12	2	14	2	12
2013 y-t-d	\$263,757	\$359,789	\$623,546	11	6	17	12	5

(See Approval of this Item by Resolution No. 13-10-163 on Page 76710)

SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 10/31/13)

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>
One current model Groundsmaster 3500-D Model Mower with a mulching blade/leaf mulching kit for Big Met Golf Turf Division.	Century Equipment, Inc.	\$31,544.68	(2)
Preparation, spot-priming and painting of the eastern and western sides of the Manakiki Clubhouse and touch up of remainder including doors and window trim.	Alfa Construction Service	\$25,400.00	(8)
Furnish and install 399 lineal feet of 6' high black vinyl chain link fence with (2) 24' long cantilever gates at River Gate.	Great Northern Fence	\$21,634.00	(8)
American Zoos and Aquariums (AZA) – annual membership dues for 2014.	AZA	\$17,509.00	(3)
Planning and programming services in connection with various projects at the Zoo. First shown to Board June 25, 2013 – presented here to show increase to reimbursable fund.	CLR Design	\$42,000.00 4,818.98 \$46,818.98	(6)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Xerox 5855 – Ranger Headquarters Xerox 7775 – Administrative Office Replacement copiers – current units will go to public on-line auction.	Comdoc, Inc.	\$11,461.00 <u>\$19,600.00</u> \$31,061.00	(2)
Additional 2013 legal advertising in the Plain Dealer, Sun News and on Cleveland.com. Originally seen by the Board on January 10, 2013.	Northeast Ohio Marketing Network, LLC	\$12,000.00 <u>\$ 4,000.00</u> \$16,000.00 Sub-Total	(3)
2013 employment advertising in the Plain Dealer, Sun News and Cleveland.com.		<u>\$ 6,000.00</u> \$22,000.00 Total	

===== **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>			

**CLEVELAND METROPARKS CAPITAL IMPROVEMENT PROJECTS
OCTOBER 2013 STATUS REPORT
Projects Estimated Over \$50,000**

Projects Under Construction							
Project	Budget Code	Award Date	Projected Completion Date	% Complete	Original Contract Amount	Change Orders to Date	Contract Total
Zoo Carousel	V13771		May 2014	70%	\$785,200	\$0	\$785,200
Rivergate Site Improvements	Q12001	In-house	June 2013	50%	\$500,000	\$0	\$500,000
Trail Construction	A12003	In-house	Oct 2013	70%	\$90,000	\$0	\$90,000
Zoo Carousel	V12026	8/15/13	May 2014	15%	\$1,890,000	\$0	\$1,890,000
Paving	A11002	7/28/13	Nov 2013	85%	\$805,491	\$298,350	\$1,103,841
Roadway Striping	A97109	7/28/13	Nov 2013	90%	\$81,900	\$0	\$81,900
“Green Street” Improvements Phase 2	P11414	10/10/13	Nov 2013	25%	\$92,242	\$0	\$92,242
Total					\$4,244,833	\$ 0	\$4,543,183

Projects Under Design					
Project	Budget Code	Estimated Construction Cost	Design By	Estimated Construction Start	Estimated Completion Date
Mill Creek Connector Trail	L11001	\$1,600,000	In-house	4 th Qtr 2013	3 rd Qtr 2014
Zoo Sewage Pump Replacement	V07008	\$100,000	In-house	3rd Qtr 2013	3 rd Qtr 2013
ADA Doors – RainForest & PCA	V12015	\$55,000	Design/Build	3rd Qtr 2013	3rd Qtr 2013
Zoo Entry Signs	V12020	\$85,000	In-house	Proposals Received	3rd Qtr 2013
Lakefront Management Center (Rangers)	Q13003	\$150,000	In-house	Bids Received	Dec 2013
Edgewater/Shoreway Entrance	Q13003	\$1,000,000	Baker	2 nd Qtr 2014	3 rd Qtr 2014
Total		\$2,990,000			

Projects Completed in 2013					
Project	Budget Code	Completion Date	Original Contract Amount	Change Orders	Contract Total
West Creek Site Improvements	P07001 5418 5422 5427	May 2013	\$5,277,882	\$756,238	\$6,034,120
Zoological Society Office Renovations	V12770 V13013	May 2013	\$189,522	\$36,851	\$226,373
Emerald Necklace Marina Dredging	R93003	May 2013	\$57,750 Budgeted		\$48,487 Actual
“Green Street” Improvements – West Creek	P11414	June 2013	\$109,760	\$0	\$109,760
Cleveland Metroparks Administrative Offices	A10007	July 2013	\$450,000 Budgeted		\$420,000
Parma Heights Trail	G13001	Sep 2013	\$282,835	\$0	\$282,835

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

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

Terri Martincic, Information Specialist – West Creek Reservation

Terri Martincic joined the staff of the Watershed Stewardship Center in June of this year as an Information Specialist. Before joining Cleveland Metroparks, Terri worked in accounts payable for GCA Services in Cleveland, Ohio, and in natural resources for the Lorain County Metroparks in Vermillion, Ohio. She has also held bookkeeper positions with the Cleveland Museum of Natural History. Terri holds a Bachelor of Arts in Business Administration from Baldwin Wallace College in Berea, Ohio where she majored in Accounting. She has a love for learning, a passion for being outdoors, and experience working with volunteers managing data and organizing public programs. All of these things make her a perfect fit for her new position at the Watershed Stewardship Center in West Creek Reservation.

- b. ***The Government Finance Officers Association Distinguished Budget Presentation Award***
(Originating Source: Brian M. Zimmerman, Chief Executive Officer)

The Government Finance Officers Association of the United States and Canada (GFOA) has announced that Cleveland Metroparks has received the GFOA's Distinguished Budget Presentation Award for its budget. This award represents a significant achievement for Cleveland Metroparks as it reflects the commitment of its governing body and staff to meet the highest principles of governmental budgeting. The following nationally recognized guidelines, as well as the fourteen mandatory criteria within those categories, were used to assess how proficient an entity's budget is:

- a policy document
- a financial plan
- an operations guide
- a communications device

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for having achieved the award. David J. Kuntz, Chief Financial Officer of Cleveland Metroparks, has been presented with this award.

The Government Finance Officers Association is a nonprofit professional association serving over 17,800 government finance professionals throughout North America. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

c. *Cleveland Metroparks Website Initiatives*
(Originating Source: John Daters, Web Services Coordinator)

The completely redesigned and restructured Cleveland Metroparks website – clevelandmetroparks.com – recently turned 10 months old. With not quite a year of use, web-based revenue and overall visitation numbers have risen significantly.

Notable year-over-year analytic trends (12/20/12–10/22/13 vs. 12/20/11–10/22/12) in online visitation include the following:

- 49% increase in overall visits (1,085,252 vs. 728,868)
- 40% increase in unique visits (619,843 vs. 443,724)
- 104% increase in page views (4,113,824 vs. 2,015,778)
- 37% increase in pages viewed per visit (3.79 vs. 2.77)
- 38% increase in average visit duration (00:02:50 vs. 00:02:04)

Clevelandmetroparks.com online sales have also seen a significant increase. Notable year-to-date statistics from 2012 to 2013 include:

- 83% increase in comparable web sales (\$30,741.84 vs. \$56,350.84)
- 342% increase in total web sales (\$30,741.84 vs. \$135,940.25)
- 62% increase in golf web sales (\$8,506.31 vs. \$13,763.40)
- 735% increase in Earthwords sales (\$1,030.53 vs. \$8,607.44)

In addition to raw statistics, Clevelandmetroparks.com has been recognized by regional and international award committees. To date, clevelandmetroparks.com has won seven awards from six awarding agencies.

Award List:

- 2013 WebAward: *Government Standard of Excellence*
- IMA: *Best in Class Award – Government*
- APEX Award for Publication Excellence: *Most Improved Website*
- 3CMA: *Savvy Award, Digital Interactive – Overall Website (Population 99,000 and Up)*
- W3 Awards: *General Website, Government, Silver*
- Davey Awards: *Government Website, Silver*
- Davey Awards: *Website Homepage, Silver*

A completely redesigned and restructured Cleveland Metroparks Zoo website – clemetzoo.com – is set to launch within the next few days, and incorporates many of the award-winning features associated with clevelandmetroparks.com. It is projected that this new website will also increase online visitation and help to better inform patrons of our core mission and overall value to the region.

A brief presentation will be given that will highlight Cleveland Metroparks website and give a “sneak preview” of Cleveland Metroparks Zoo website, which is expected to launch on Monday, November 4, 2013.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

- d. ***Cuyahoga AOC Urban Riparian Habitat Restoration Project – Completion of Construction***
(Brian M. Zimmerman, Chief Executive Officer/Richard Kerber, Chief Planning and Design Officer)

Cleveland Metroparks has worked for several years with a group of local, state and federal agencies and organizations to improve habitat along and access to the Cuyahoga River. The Towpath Trail project has always identified a section of riverfront land along Scranton Road as an ideal place to both build a trail and restore some riparian edge habitat. In 2009 a request for projects was issued through the American Recovery and Reinvestment Act by the Great Lakes Restoration Initiative. Twelve agencies formed a cooperative team to prepare the Scranton Road site for a restoration grant. The team members included:

Cleveland Metroparks	Cuyahoga County
City of Cleveland	Ohio Department of Natural Resources
Ohio Canal Corridor	US Fish and Wildlife Service
Cuyahoga River RAP	Northeast Ohio regional Sewer District
Ohio Cultural Facilities Commission	National Park Service
Trust for Public Land	Ohio and Erie Canalway

Maps and photographs of the project are included on pages **76446** through **76450**. The 11-acre site occupies an area along 3,000 feet of the Cuyahoga River between the river and Scranton Road. The restoration project provides:

- 7 acres of terrestrial riparian zone for wildlife habitat
- 3,000 feet of riverbank fish habitat
- A derelict marina transformed into a 2-acre fish habitat area for juvenile and adult fish
- Public access to 3,000 feet of river frontage
- A natural corridor for this section of the Towpath trail

The total project costs were approximately \$7.8 million:

- \$4.8 M – Land Acquisition
- \$1.5 M – Engineering and Environmental Clean-up
- \$1.5M – Habitat Creation

Funds were provided by:

- Clean Ohio - \$3.2M for land
- State Capital Appropriation - \$600,000 for land
- Environmental Fine through USEPA - \$1M for land
- GLRI through USEPA - \$3M for project design and construction
- USFWS - \$200,000 for project design and construction

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

The project was managed by the four agencies party to the Towpath Project Development Agreement in accord with their roles outlined in that agreement. Ohio and Erie Canalway secured funding for the land acquisition and currently holds title to the land. The City of Cleveland will be the final land owner and is responsible for the capital maintenance of the facilities constructed. The County, through the Department of Public Works, managed the design and construction contracts. Cleveland Metroparks will take over day-to-day management at completion of the construction and transfer of the property to the City.

Construction on the project began in the summer of 2012 and is now nearing final completion. The County is scheduling the acceptance of the project from the contractor, Independence Excavating, with some planting work remaining to be completed in the appropriate dormant seasons. Cleveland Metroparks staff is in discussions with the other parties of the Project Development on the steps and process of assuming the project area for day-to-day management.

e. ***The Trust for Public Land Presentation: The Economic Benefits of Cleveland Metroparks***

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

Since its founding in 1972, The Trust for Public Land (TPL) has been recognized as an agency that conserves land for people to enjoy as parks, gardens, and other natural places, ensuring the livability of communities for generations to come. TPL's Conservation Economics Program measures the economic benefits and fiscal impacts of land conservation, utilizing models developed with leading academics and researchers, to provide in-depth assessment reports on the economic impact of conservation in locales throughout the United States.

Cleveland Metroparks, with funding support from The Cleveland Foundation and The Gund Foundation, requested TPL to conduct an Economic Benefit analysis of the Cleveland Metroparks system.

Jessica Sargent, TPL's Conservation Economics Director, provided a brief overview of the findings of the report and answered questions posed by the Board.

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 76710 through 76714; \$5,000 to \$50,000 purchased items/services report, pages 76715 through 76716; construction change orders, page 76717; and status report regarding capital projects, page 76718.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 13-10-151: 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 76751 to 76819.

Vote on the motion was as follows:

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

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for **Tuesday**, November 26, 2013 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT TO EXECUTIVE SESSION.

No. 13-10-164: At 10:04 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 court action, as stated by Chief Legal and Ethics Officer, Rose Fini.

The roll call and 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. 13-10-165: 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 11:00 a.m.

Vote on the motion was as follows:

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

Nays: None.

President.

Attest:

Secretary.

CLEVELAND METROPARKS COMPARATIVE SUMMARY OF REVENUES & EXPENDITURES

2013 VS. 2012, FOR THE MONTH ENDED SEPTEMBER 30

	2013						2012								
	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:	\$13,846,511	\$13,846,511	\$13,846,511	\$13,846,511	\$0	100.0%	\$30,169,847	\$40,182,181	\$10,012,334	290.2%	\$17,174,739	\$17,174,739	100.0%	\$26,476,399	154.2%
Property Tax	\$49,439,840	\$49,439,840	\$44,807,891	\$46,627,691	\$1,819,800	94.3%	\$1,386,712	\$1,546,662	\$159,950	3.1%	\$52,990,873	\$48,026,233	90.6%	\$1,486,313	2.8%
Grants/Loc. Govt.	6,406,095	21,337,801	18,499,709	17,192,906	(1,306,804)	80.6%	781,327	259,059	(522,268)	1.2%	4,661,109	3,371,795	72.3%	459,357	9.9%
Invest. Inc.	45,007	45,007	34,428	38,775	4,348	86.2%	4,901	5,527	626	12.3%	48,082	36,780	76.5%	5,236	10.9%
Golf Receipts	6,372,703	6,372,703	5,759,965	5,335,270	(424,695)	83.7%	566,889	671,020	104,131	10.5%	6,264,814	5,662,450	90.4%	557,292	8.9%
Zoo Receipts	8,861,086	8,861,086	7,977,216	8,348,237	371,022	94.2%	718,912	784,581	65,669	8.9%	8,128,887	7,318,052	90.0%	659,508	8.1%
Chalet/Conc. Rec.	540,898	540,898	310,796	363,964	53,168	67.3%	19,291	13,479	(5,812)	2.5%	423,843	243,537	57.5%	15,116	3.6%
Ledge Pool	156,517	156,517	154,841	124,181	(30,659)	79.3%	(5,047)	(3,603)	1,445	-2.3%	160,917	159,193	98.9%	(5,189)	-3.2%
Self-funded Reserve	5,406,614	5,406,614	4,100,993	4,322,945	221,952	80.0%	386,856	410,254	23,398	7.6%	5,488,559	4,315,423	78.6%	392,719	7.2%
Other	1,597,163	4,047,163	3,843,037	4,092,225	249,188	101.1%	143,208	186,133	42,925	4.6%	1,497,887	1,306,449	87.2%	134,306	9.0%
Total Receipts	\$78,825,923	\$96,207,629	\$85,488,875	\$86,446,194	\$957,319	89.9%	\$4,003,049	\$3,873,113	(\$129,936)	4.0%	\$79,664,971	\$70,439,912	88.4%	\$3,704,658	4.7%
Expenditures:															
Salaries & Fringe	\$49,513,523	\$50,977,115	\$39,287,304	\$36,856,586	\$2,430,718 (C)	72.3%	\$4,130,140	\$3,787,120	\$343,020	7.4%	\$47,164,011	\$36,470,498	77.3%	\$3,553,138	7.5%
Oper. Sup./Oth.	16,286,689	16,982,551	12,130,723	10,215,711	1,915,012	60.2%	1,620,802	1,807,841	(187,039)	10.6%	12,426,401	9,026,593	72.6%	855,148	6.9%
Utilities	4,039,299	4,109,849	3,104,518	2,797,291	307,226	68.1%	296,528	300,658	(4,131)	7.3%	3,374,255	2,540,668	75.3%	194,995	5.8%
Equipment	1,194,639	2,480,612	2,309,160	1,302,571	1,006,589	52.5%	334,972	99,658	235,314	4.0%	1,237,355	1,117,746	90.3%	108,725	8.8%
Land	1,977,472	3,742,388	3,416,330	2,524,634	891,695	67.5%	159,766	500	159,266	0.0%	1,788,452	1,504,413	84.1%	43,200	2.4%
Constr. Matls.	2,756,916	3,372,945	2,461,078	1,379,669	1,081,409	40.9%	439,010	106,871	332,139	3.2%	1,312,164	1,022,100	77.9%	83,487	6.4%
Constr. Contracts	7,950,543	8,422,828	6,002,521	2,960,401	3,042,119	35.1%	1,050,315	176,130	874,185	2.1%	9,892,924	7,130,177	72.1%	809,557	8.2%
Zoo Animals	54,637	54,637	3,565	12,946	(9,381)	23.7%	466	766	(301)	1.4%	317,503	20,718	6.5%	2,705	0.9%
Self-funded Reserve	5,709,120	6,046,120	4,941,838	4,159,002	782,836	68.8%	462,548	(308,143)	770,691	-5.1%	5,480,134	4,551,649	83.1%	300,012	5.5%
Total Exp.	\$89,482,839	\$96,189,045	\$73,657,037	\$62,208,813	\$11,448,224	64.7%	\$8,494,546	\$5,971,402	\$2,523,145	6.2%	\$82,993,199	\$63,384,562	76.4%	\$5,950,969	7.2%
End. Cash Bal.	\$3,189,595	\$13,865,096	\$25,678,350	\$38,083,893	\$12,405,543	274.7%	\$25,678,350	\$38,083,893	\$12,405,543	274.7%	\$13,846,511	\$24,230,089	175.0%	\$24,230,089	175.0%
Encumbrances	\$0	\$0	\$7,908,712	\$7,908,712 (B)	\$0	N/A	\$7,908,712	\$7,908,712	\$0	N/A	\$3,676,359	\$8,697,464	35.9%	\$8,697,464	35.9%
Avail. Cash Balance	\$3,189,595	\$13,865,096	\$17,769,638	\$30,175,181	\$12,405,543	217.6%	\$17,769,638	\$30,175,181	\$12,405,543	217.6%	\$10,170,152	\$15,532,625	152.7%	\$15,532,625	152.7%
Bal. in Restricted Funds	\$3,166,374	\$3,162,118	\$4,150,968	\$4,150,968	\$0	131.3%	\$4,150,968	\$4,150,968	\$0	131.3%	\$4,736,170	\$3,867,042	35.9%	\$3,867,042	35.9%
Adj. Avail. Cash Bal.	\$23,221	\$10,702,978	\$13,618,669	\$26,024,212	\$12,405,543	243.1%	\$13,618,669	\$26,024,212	\$12,405,543	243.1%	\$5,433,982	\$11,665,583	214.7%	\$11,665,583	214.7%

- (A) Includes Appropriation Adjustment #2.
- (B) Summary of Encumbrances follows on next page.
- (C) Represents a savings of \$2,031,879 due to the Position Management Program.

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

Cash balance, 8/31/13		\$40,182,181	(Exp., cont'd)	
Revenue, September 2013		\$3,873,113		
Exp.:	A/P vouchers	09/04/13 \$117,581	Payrolls	09/07/13 \$1,017,399
		09/09/13 4,710		09/21/13 976,110
		09/17/13 40,772		
		09/18/13 846,983	Payroll adj.	\$0
		09/25/13 249,799	Withholding	09/07/13 250,591
				09/21/13 236,752
	Purchasing card	\$351,992	ADP	\$5,861
	Fringe vouchers	09/13/13 461,444	Total payroll	\$2,486,713
		09/27/13 441,583		
	Rec./vouch. adj.	(\$1,050)	Total exp.	\$5,971,401
	Refunds	(19,017)		
	Hospitalization/WC Reserve	389,248		
	Medical Mutual	188,302		
	Bank fees	25,688		
	Auditor/Treasurer fees	330,477		
	Sales tax, misc. expense	56,176		
Subtotal exp.		\$3,484,688	Ending cash bal., 09/30/13	\$38,083,893

**Cleveland Metroparks
Encumbrance Summary - 09/30/13**

	<u>General</u>	<u>Capital Equip., Animals & Land</u>	<u>Capital Constr. Projects</u>	<u>Encumbrance</u>
General Fund	\$3,704,845			\$3,704,845
Health Insurance Reserve	341,043			341,043
Property Insurance Reserve	67,350		2,140	69,490
Workers' Comp. Reserve	0			0
<i>Subtotal</i>	\$4,113,237	\$0	\$2,140	\$4,115,377
Capital Fund:				
Equipment		\$574,360		
Animals		360		
Land		92,511		
Constr. Matl.			\$278,378	
Constr. Contracts			1,483,872	
<i>Subtotal Capital Fund</i>		\$667,231	\$1,762,251	\$2,429,482
Restricted Funds:				
General	\$136,026			
Equipment		\$0		
Animals		0		
Land		26,247		
Constr. Matl.			\$33,387	
Constr. Contracts			1,168,193	
<i>Subtotal Restricted Funds</i>	\$136,026	\$26,247	\$1,201,580	\$1,363,853
Subtotal Construction Projects Encumbrances			<u>\$2,965,971</u> *	
Total Encumbrances				<u>\$7,908,712</u>

Capital Construction Project Encumbrances over \$50,000

<u>Div.</u>	<u>Location</u>	<u>Capital Constr. Project #/Description</u>	<u>Encumbrance</u>
1510	Park Operations Management	A02105 Bridge Maintenance and Inspection	72,755
1510	Park Operations Management	A09007 CXT Restrooms	99,477
1510	Park Operations Management	A11002 Parkway Paving	621,841
1510	Park Operations Management	A97109 Pavement Marking	81,900
1543	Canal Park Management	L13001 Mill Creek Connector	78,810
1546	Lakefront Park Management	Q13003 Miscellaneous Capital Improvement	171,807
1750	Zoo Facility Operations	V11003 Amphitheater Shade Structure	77,000
1750	Zoo Facility Operations	V12027 Carousel Construction	200,001
5414	West Creek Ecosystem - USEPA	P11414 Ecosystem Restoration	114,944
5434	Biennium Resurfacing - ODOT	A13434 Parkway Paving	482,000
5771	Carousel-Zoo Society	V13771 Zoo Carousel Construction	455,751
	All other capital project encumbrances		509,685
Total Capital Construction Projects Encumbrances			<u>\$2,965,971</u> *

Source: David J. Kuntz, Chief Financial Officer
10/25/13

**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED SEPTEMBER 30, 2013**

ACCOUNTS RECEIVABLE

RANGER/COURT FINES RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$267,441	\$20,357	\$0	\$48,663	\$336,461

Total
\$1,550

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Principal	Interest to be Earned
08/31/13	STAR Ohio	State pool (A)	30	0.02%	09/30/13	\$1,011,818	\$18
08/31/13	STAR Plus	State pool (B)	30	0.20%	09/30/13	\$15,025,474	\$2,468
08/31/13	PNC Bank	Money Market (C)	30	0.10%	09/30/13	\$20,083,751	\$1,733

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

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

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

Investment principal varied between \$18,083,751 and \$22,083,751 in September.

Source: David J. Kuntz, Chief Financial Officer

10/25/13

RESOLUTION RECOGNIZING THE RETIREMENT OF JAMES J. DUWELIUS

WHEREAS, *James J. Duwelius has served Cleveland Metroparks for more than 32 years; and,*

WHEREAS, *James J. Duwelius has devoted these years of service utilizing his knowledge, skills and abilities as a Seasonal Laborer, Handyperson, Senior Handyperson, Technician, and Senior Technician; and,*

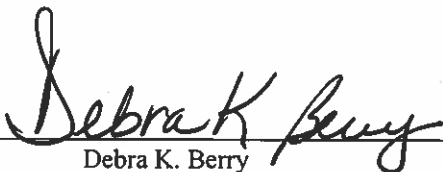
WHEREAS, *James J. Duwelius has used his knowledge and skills to fabricate and install comprehensive visual communication projects utilizing silk screening, sandblasting, routing, and wood sign production, demonstrated attention to detail in planning and creativity in problem solving; and,*

WHEREAS, *James J. Duwelius has been involved in numerous capital improvement and renovation projects throughout the Park District beginning with The RainForest, including CanalWay Visitor Center, Park Operations & Ranger Headquarters, various Zoo projects including Australian Adventure, Sarah Allison Steffee Center for Zoological Medicine, and African Elephant Crossing, Sleepy Hollow, Big Met and Seneca golf course clubhouses, Rocky River and Strongsville management centers, Rocky River, Garfield Park, and North Chagrin Nature Centers, West Creek Reservation including the Watershed Stewardship Center, Rivergate Café, the Lakefront parks, and most recently, Cleveland Metroparks Administrative Offices, to name a few; and,*

WHEREAS, *James J. Duwelius has demonstrated a spirit of cooperation when he served on the Safety Committee, was designated the division's Safety Point Person, was responsible for completing the annual Chemical Hazard Report for the Visual Communications division, and when he served his peers as Secretary for Cleveland Metroparks Employees Association (CMEA); and,*

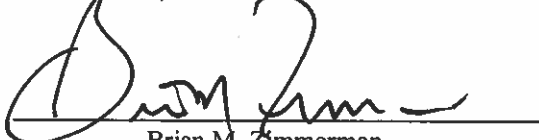
WHEREAS, *James J. Duwelius has been a valued asset to Cleveland Metroparks. The products of his labor have been appreciated and will not be forgotten.*

NOW, THEREFORE, BE IT RESOLVED, *that the Board of Park Commissioners of Cleveland Metroparks expresses its sincere appreciation to James J. Duwelius 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



RESOLUTION RECOGNIZING THE RETIREMENT OF JACK H. RINGSTMEIER

WHEREAS, *Jack H. Ringstmeier has served Cleveland Metroparks for 33 years; and,*

WHEREAS, *Jack H. Ringstmeier has devoted these years of service utilizing his knowledge, skills and abilities as a General Maintenance, Maintenance Engineer, Assistant Park Manager – Zoo, and Zoo Manager of Buildings and Facilities; and,*

WHEREAS, *Jack H. Ringstmeier has provided leadership and work direction to others and assisted them in developing their own careers, skills and knowledge of processes and techniques; and,*

WHEREAS, *Jack H. Ringstmeier has used his innovation, knowledge and experience to manage the activities of buildings which included industrial level HVAC, electrical, plumbing, carpentry and welding, vehicle and equipment maintenance, capital projects, and facility rehabilitation throughout Cleveland Metroparks Zoo; and,*

WHEREAS, *Jack H. Ringstmeier assisted with managing numerous Zoo rehabilitation exhibits, animal transfers, and animal habitat improvements, and was the lead for projects such as Zoo Lights, Wolf Wilderness, Australian Adventure, I-Werks Simulator, "Touch!" Amazing Rays & Sharks exhibit, annual Dinosaur exhibit, and Boo at the Zoo; and,*

WHEREAS, *Jack H. Ringstmeier was responsible for assuring State of Ohio compliance was met and maintained for various operations within the Zoo including life safety systems and amusement ride safety; and,*

WHEREAS, *Jack H. Ringstmeier was instrumental in the Energy Management Program which resulted in the upgrade of numerous mechanical systems to more energy efficient models; and,*

WHEREAS, *Jack H. Ringstmeier demonstrated a spirit of cooperation when he assisted other Park District staff with specialized projects, served on the Zoo Safety Committee and represented the Zoo on the district-wide Safety Committee, and when he supported the Park Pathways Intern Partnership (PPIP) program where he was committed to the success of the students from the Washington Park Environmental Studies Academy who participated in the program; and,*

WHEREAS, *Jack H. Ringstmeier's dedication has been a valued asset to Cleveland Metroparks. The products of his labor are appreciated and will forever serve generations of future Cleveland Metroparks Zoo visitors.*

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

Debra K. Berry

Debra K. Berry
President, Board of Park Commissioners

Brian M. Zimmerman

Brian M. Zimmerman
Chief Executive Officer



RESOLUTION RECOGNIZING THE RETIREMENT OF CHRISTINE SPISAK

WHEREAS, *Christine Spisak has served Cleveland Metroparks for more than 21 years; and,*

WHEREAS, *Christine Spisak has devoted these years of service utilizing her knowledge, skills and abilities as a Secretary, and an Information Specialist; and,*

WHEREAS, *Christine Spisak has provided administrative support for nature center staff, useful information and friendly guest service experiences to nature center guests, and assisted with on-boarding new nature center staff; and,*

WHEREAS, *Christine Spisak was responsible for assisting with all special events including scheduling, purchasing, and reconciling budgetary expenses and reports after each event; and,*

WHEREAS, *Christine Spisak exhibited perseverance and organization skills with database activities required for MetroParker, library inventory, ProCard reconciliation, and various other administrative support duties; and,*

WHEREAS, *Christine Spisak successfully achieved certification as an Interpretive Guide and as an Interpretive Host with the National Association for Interpretation; and,*

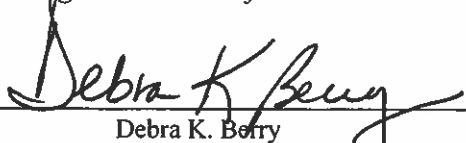
WHEREAS, *Christine Spisak went above and beyond her primary responsibilities when she played an integral role with the success of the Escape on the Underground Railroad programs with her character performance; and,*

WHEREAS, *Christine Spisak demonstrated a spirit of cooperation when she served on the Diversity Advisory Committee, provided support to other management during staff absences, assisted with decisions related to nature center renovations, and when she trained volunteers; and,*

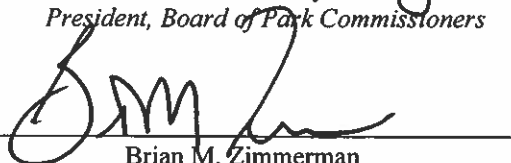
WHEREAS, *Christine Spisak has served Cleveland Metroparks through her dedication and commitment to Garfield Park Nature Center and its guests; and,*

WHEREAS, *Christine Spisak 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 Christine Spisak for her 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



RESOLUTION RECOGNIZING THE RETIREMENT OF DONALD R. WILSON

WHEREAS, *Donald R. Wilson has served Cleveland Metroparks for 30 years; and,*

WHEREAS, *Donald R. Wilson has devoted these years of service utilizing his knowledge, skills and abilities as a Grounds Maintenance, General Maintenance, and Lead General Maintenance employee; and,*

WHEREAS, *Donald R. Wilson's technical abilities allowed him to use his innovative skills to solve many maintenance challenges at the Zoo; and,*

WHEREAS, *Donald R. Wilson has used his knowledge and experience to provide assistance with numerous projects and events for Facility Operations including operation of heavy equipment, major utility line maintenance and repair, installation of annual Dinosaur exhibits, and countless smaller projects through the years; and,*

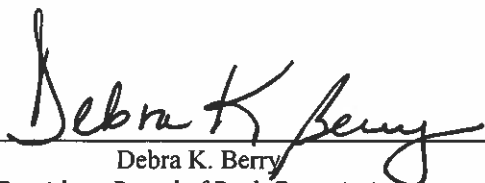
WHEREAS, *Donald R. Wilson was responsible for locksmith duties within the Zoo, assuring the Zoo's security and accessibility; and,*

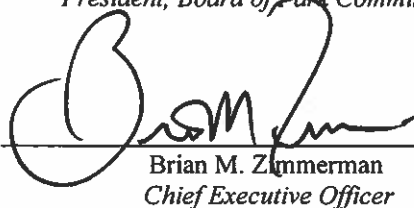
WHEREAS, *Donald R. Wilson has provided excellent leadership and judgment skills for his peers when he willingly provided work direction and shared his expertise as a General Maintenance employee; and,*

WHEREAS, *Donald R. Wilson demonstrated a spirit of cooperation when he supported Brookside Reservation on special projects and in times of emergency; and,*

WHEREAS, *Donald R. Wilson has been a valued asset to Cleveland Metroparks Zoo. The products of his labor are appreciated and will forever serve generations of future Cleveland Metroparks visitors.*

NOW, THEREFORE, BE IT RESOLVED, *that the Board of Park Commissioners of Cleveland Metroparks expresses its sincere appreciation to Donald R. Wilson 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



Cleveland Metroparks
2013 Budget Adjustment #3
October 31, 2013

Type I: Transfers

Division	Account Code	Project	Transfer Amount
Operating/Capital Fund			
T01 <i>To purchase park wide gift cards.</i>			
To: 1210 - ACCOUNTING DIVISION	66902 - MERCHANDISE FOR RESALE	-	\$3,799
From: 1210 - ACCOUNTING DIVISION	58422 - TRAINING/CONFERENCE EXP.	-	(\$3,799)
T02 <i>Transfer between divisions to cover operating expenses.</i>			
To: 1440 - NATURAL RESOURCE MGT.DIV.	59507 - MINOR EQUIPMENT	-	\$1,350
1440 - NATURAL RESOURCE MGT.DIV.	63535 - LUMBER	-	\$150
From: 1440 - NATURAL RESOURCE MGT.DIV.	66905 - FOOD & BEVERAGE PURCHASE	-	(\$1,500)
T03 <i>To accommodate change order #1 to Karvo Paving.</i>			
To: 1510 - OPERATIONS ADMIN.DIVISION	73462 - PAVING/SITE IMP.CONTRACTS	A11002 - PARKWAY PAVING	\$46,349
From: 1510 - OPERATIONS ADMIN.DIVISION	72601 - BLDG. CONSTRUCTION MATLS.	A11002 - PARKWAY PAVING	(\$46,349)
T04 <i>Transfer between divisions to cover operating expenses.</i>			
To: 1510 - OPERATIONS ADMIN.DIVISION	57500 - PURCHASING CARD SUP./EXP.	-	\$3,100
1543 - CANAL PARK MANAGEMENT	58224 - UNIFORMS/CLOTHING	-	\$100
From: 1544 - WASHINGTON PARK MANAGEMN	63536 - ELECTRICAL SUPPLIES/EQUIP	-	(\$200)
1544 - WASHINGTON PARK MANAGEMN	61519 - GRASS SEED	-	(\$200)
1520 - RR ADMINISTRATION BLDG.	66571 - MISC. SUPPLIES & EXPENSE	-	(\$350)
1544 - WASHINGTON PARK MANAGEMN	61520 - FERTILIZER	-	(\$450)
1520 - RR ADMINISTRATION BLDG.	60450 - TOILET TANK CLEANING SVC.	-	(\$2,000)
T05 <i>Transfer between divisions to cover operating expenses.</i>			
To: 1532 - NORTH CHAGRIN PARK MGMT.	64548 - GASOLINE/DIESEL FUEL	-	\$4,300
1532 - NORTH CHAGRIN PARK MGMT.	58224 - UNIFORMS/CLOTHING	-	\$1,000
1532 - NORTH CHAGRIN PARK MGMT.	61524 - TOPSOIL	-	\$700
From: 1548 - ACACIA PARK MANAGMENT	60516 - TRASH BAGS/CAN LINERS	-	(\$1,000)
1548 - ACACIA PARK MANAGMENT	57500 - PURCHASING CARD SUP./EXP.	-	(\$1,000)
1548 - ACACIA PARK MANAGMENT	57502 - OFFICE SUPPLIES	-	(\$1,000)
1548 - ACACIA PARK MANAGMENT	60430 - TRASH COLLECTION SERVICE	-	(\$1,000)
1548 - ACACIA PARK MANAGMENT	60514 - CLEANING SUPPLIES/EXP.	-	(\$2,000)
1548 - ACACIA PARK MANAGMENT	60515 - PAPER TOWELS/TISSUE/ETC	-	(\$3,000)

Type I: Transfers

	Division	Account Code	Project	Transfer Amount
T06	<i>Transfer between operating accounts.</i>			
To:	1571 - LEDGE LAKE DIVISION	63532 - MISC.MTCE.MATERIAL/SUPPLY	-	\$4,030
	1533 - SOUTH CHAGRIN PARK MGMT.	64551 - VEHICLE/EQUIP.REPAIR PART	-	\$2,000
	1538 - MILL STREAM RUN PARK MGMT	58224 - UNIFORMS/CLOTHING	-	\$400
From:	1538 - MILL STREAM RUN PARK MGMT	62526 - CULVERT PIPE/DRAINAGE	-	(\$400)
	1533 - SOUTH CHAGRIN PARK MGMT.	60516 - TRASH BAGS/CAN LINERS	-	(\$900)
	1571 - LEDGE LAKE DIVISION	66905 - FOOD & BEVERAGE PURCHASE	-	(\$1,030)
	1533 - SOUTH CHAGRIN PARK MGMT.	60514 - CLEANING SUPPLIES/EXP.	-	(\$1,100)
T07	<i>Transfer between divisions to cover operating expenses.</i>			
To:	1542 - BROOKSIDE PARK MANAGEMENT	60515 - PAPER TOWELS/TISSUE/ETC	-	\$1,200
	1539 - BIG CREEK PARK MANAGEMENT	58224 - UNIFORMS/CLOTHING	-	\$1,000
	1542 - BROOKSIDE PARK MANAGEMENT	58224 - UNIFORMS/CLOTHING	-	\$1,000
	1539 - BIG CREEK PARK MANAGEMENT	57416 - PRINTING EXPENSE	-	\$120
From:	1539 - BIG CREEK PARK MANAGEMENT	62529 - ROCK SALT/CINDERS	-	(\$3,320)
T08	<i>Transfer between divisions to cover operating expenses.</i>			
To:	1524 - FORESTRY DIVISION	58224 - UNIFORMS/CLOTHING	-	\$2,500
	1525 - FLEET MANAGEMENT	57572 - OFFICE FURNISHINGS	-	\$1,500
	1574 - RIVERGATE CONCESSIONS	68447 - CELL PHONES	-	\$600
	1520 - RR ADMINISTRATION BLDG.	64548 - GASOLINE/DIESEL FUEL	-	\$400
	1592 - W.CREEK STEWARDSHIP CTR	59510 - HAND & SHOP TOOLS	-	\$350
	1525 - FLEET MANAGEMENT	68447 - CELL PHONES	-	\$190
From:	1571 - LEDGE LAKE DIVISION	62531 - ROAD/TRAIL SIGNS,BARRIERS	-	(\$190)
	1520 - RR ADMINISTRATION BLDG.	63546 - HVAC SUPPLIES/EQUIP.	-	(\$400)
	1571 - LEDGE LAKE DIVISION	67571 - MISC. SUPPLIES & EXPENSE	-	(\$950)
	1548 - ACACIA PARK MANAGMENT	63532 - MISC.MTCE.MATERIAL/SUPPLY	-	(\$4,000)
T09	<i>To provide additional funds to purchase stump grinder.</i>			
To:	1524 - FORESTRY DIVISION	74703 - MISC. CAPITAL EQUIPMENT	EQUIPC - CAPITAL FUND EQUIPMENT	\$11,163
From:	1541 - HUNTINGTON/BRADLEY WOODS	72601 - BLDG. CONSTRUCTION MATLS.	D13001 - MITCHELLS SANITARY LINE	(\$11,163)

Type I: Transfers

	Division	Account Code	Project	Transfer Amount
T10	<i>Transfer between operating accounts.</i>			
To:	1535 - GARFIELD PARK MANAGEMENT	64548 - GASOLINE/DIESEL FUEL	-	\$4,500
	1535 - GARFIELD PARK MANAGEMENT	64551 - VEHICLE/EQUIP.REPAIR PART	-	\$1,800
	1535 - GARFIELD PARK MANAGEMENT	60428 - PORTABLE TOILET RENTAL	-	\$1,100
	1535 - GARFIELD PARK MANAGEMENT	59510 - HAND & SHOP TOOLS	-	\$1,100
From:	1535 - GARFIELD PARK MANAGEMENT	62528 - ASPHALT/COLD PATCH/TACK	-	(\$1,800)
	1535 - GARFIELD PARK MANAGEMENT	63550 - TABLES/BENCHES/GRILLS	-	(\$2,200)
	1535 - GARFIELD PARK MANAGEMENT	62529 - ROCK SALT/CINDERS	-	(\$4,500)
T11	<i>Transfer between operating accounts.</i>			
To:	1536 - BRECKSVILLE PARK MGMT.	64548 - GASOLINE/DIESEL FUEL	-	\$15,000
From:	1536 - BRECKSVILLE PARK MGMT.	59509 - POWER TOOLS	-	(\$2,000)
	1536 - BRECKSVILLE PARK MGMT.	60514 - CLEANING SUPPLIES/EXP.	-	(\$3,000)
	1536 - BRECKSVILLE PARK MGMT.	62529 - ROCK SALT/CINDERS	-	(\$10,000)
T12	<i>Transfer between operating accounts.</i>			
To:	1537 - HINCKLEY PARK MANAGEMENT	59508 - LAWN & GARDEN TOOLS	-	\$220
	1537 - HINCKLEY PARK MANAGEMENT	58224 - UNIFORMS/CLOTHING	-	\$200
From:	1537 - HINCKLEY PARK MANAGEMENT	61517 - SAND	-	(\$200)
	1537 - HINCKLEY PARK MANAGEMENT	61525 - PLANT MATERIAL	-	(\$220)
T13	<i>Transfer between operating accounts.</i>			
To:	1541 - HUNTINGTON/BRADLEY WOODS	62527 - AGGREGATE MATERIALS	-	\$1,300
	1541 - HUNTINGTON/BRADLEY WOODS	62529 - ROCK SALT/CINDERS	-	\$600
From:	1541 - HUNTINGTON/BRADLEY WOODS	59510 - HAND & SHOP TOOLS	-	(\$100)
	1541 - HUNTINGTON/BRADLEY WOODS	58506 - FIRST AID/SAFETY SUPPLIES	-	(\$100)
	1541 - HUNTINGTON/BRADLEY WOODS	67423 - BUSINESS MEETING EXPENSE	-	(\$100)
	1541 - HUNTINGTON/BRADLEY WOODS	60440 - RECYCLING SERVICES	-	(\$300)
	1541 - HUNTINGTON/BRADLEY WOODS	60516 - TRASH BAGS/CAN LINERS	-	(\$300)
	1541 - HUNTINGTON/BRADLEY WOODS	60515 - PAPER TOWELS/TISSUE/ETC	-	(\$1,000)

Type I: Transfers

	Division	Account Code	Project	Transfer Amount
T14	<i>Transfer between divisions to cover operating expenses.</i>			
To:	1525 - FLEET MANAGEMENT	64501 - PURCHASING CARD SUP./EXP.	-	\$5,450
	1547 - EUCLID CREEK/EAST SHORES	59510 - HAND & SHOP TOOLS	-	\$2,000
From:	1571 - LEDGE LAKE DIVISION	57501 - COMPUTER EQUIPMENT/SUPPLY	-	(\$350)
	1571 - LEDGE LAKE DIVISION	57416 - PRINTING EXPENSE	-	(\$500)
	1571 - LEDGE LAKE DIVISION	58224 - UNIFORMS/CLOTHING	-	(\$500)
	1547 - EUCLID CREEK/EAST SHORES	61501 - PURCHASING CARD SUP./EXP.	-	(\$2,000)
	1571 - LEDGE LAKE DIVISION	66905 - FOOD & BEVERAGE PURCHASE	-	(\$4,100)
T15	<i>Transfer between operating accounts.</i>			
To:	1540 - ROCKY RIVER PARK MGMT.	61524 - TOPSOIL	-	\$4,000
	1540 - ROCKY RIVER PARK MGMT.	64551 - VEHICLE/EQUIP.REPAIR PART	-	\$2,500
	1540 - ROCKY RIVER PARK MGMT.	58224 - UNIFORMS/CLOTHING	-	\$950
From:	1540 - ROCKY RIVER PARK MGMT.	62528 - ASPHALT/COLD PATCH/TACK	-	(\$7,450)
T16	<i>To purchase snow plow.</i>			
To:	1548 - ACACIA PARK MANAGMENT	72703 - START-UP EQUIPMENT	U13001 - ACACIA GENERAL IMPROV	\$3,000
From:	1548 - ACACIA PARK MANAGMENT	63532 - MISC.MTCE.MATERIAL/SUPPLY	-	(\$3,000)
T17	<i>Transfer between capital accounts for gutter and roof repairs.</i>			
To:	1555 - ROCKY RIVER OUTDOOR EDUC.	72450 - OUTSIDE SVC. FOR CAP.PROJ	R01101 - RRNC GENERAL IMPROVEMENT	\$2,351
From:	1555 - ROCKY RIVER OUTDOOR EDUC.	73470 - BLDG. CONSTR. CONTRACTS	R12002 - RRNC CARPETING	(\$2,351)
T18	<i>Transfer between operating accounts.</i>			
To:	1730 - ZOO EDUCATION DIVISION	51113 - TUITION REIMBURSEMENT	-	\$3,369
From:	1730 - ZOO EDUCATION DIVISION	58422 - TRAINING/CONFERENCE EXP.	-	(\$869)
	1730 - ZOO EDUCATION DIVISION	67570 - ZOO PROGRAM SUPPLY & EXP.	-	(\$2,500)
T19	<i>Transfer between capital accounts.</i>			
To:	1750 - ZOO FACILITY OPERATIONS	73470 - BLDG. CONSTR. CONTRACTS	V12015 - ADA DOORS - RF AND PCA	\$50,000
	1750 - ZOO FACILITY OPERATIONS	72628 - ASPHALTIC CONCRETE	V13002 - WILDLIFE WAY APT ASPHALT	\$25,000
From:	1750 - ZOO FACILITY OPERATIONS	73462 - PAVING/SITE IMP.CONTRACTS	V13002 - WILDLIFE WAY APT ASPHALT	(\$25,000)
	1750 - ZOO FACILITY OPERATIONS	72601 - BLDG. CONSTRUCTION MATLS.	V12015 - ADA DOORS - RF AND PCA	(\$50,000)
T20	<i>Transfer between operating accounts.</i>			
To:	1594 - YOUTH OUTDOORS PROGRAM	59507 - MINOR EQUIPMENT	-	\$300
From:	1594 - YOUTH OUTDOORS PROGRAM	67566 - OUTDOOR ED.PROG. EXPENSES	-	(\$300)

Type I: Transfers

	Division	Account Code	Project	Transfer Amount
T21	<i>Transfer between operating accounts to cover AZA Accreditation.</i>			
To:	1710 - ZOO ADMINISTRATION DIV.	57406 - CONSULTING/PROF. SERVICES	-	\$1,300
From:	1710 - ZOO ADMINISTRATION DIV.	67423 - BUSINESS MEETING EXPENSE	-	(\$1,300)
T22	<i>Transfer between operating accounts to cover mandated employee hearing tests.</i>			
To:	1920 - SAFETY/ENVIRONMENTAL	57406 - CONSULTING/PROF. SERVICES	-	\$3,500
From:	1920 - SAFETY/ENVIRONMENTAL	58422 - TRAINING/CONFERENCE EXP.	-	(\$3,500)
T23	<i>Transfer between operating accounts to accommodate on-line benefits enrollment website.</i>			
To:	1930 - HUMAN RESOURCE DIVISION	57406 - CONSULTING/PROF. SERVICES	-	\$10,800
From:	1250 - INFORMATION SYSTEMS	51101 - SALARIES FULL-TIME	-	(\$10,800)
T24	<i>Transfer between operating accounts.</i>			
To:	3104 - MANAKIKI CLUBHOUSE	63546 - HVAC SUPPLIES/EQUIP.	-	\$800
From:	3104 - MANAKIKI CLUBHOUSE	57502 - OFFICE SUPPLIES	-	(\$400)
	3104 - MANAKIKI CLUBHOUSE	58803 - MILEAGE REIMB./PARKING	-	(\$400)
T25	<i>Transfer between operating accounts.</i>			
To:	3201 - BIG MET CONCESSIONS	63546 - HVAC SUPPLIES/EQUIP.	-	\$474
From:	3201 - BIG MET CONCESSIONS	59507 - MINOR EQUIPMENT	-	(\$474)
T26	<i>Transfer between operating accounts.</i>			
To:	3303 - MASTICK WOODS TURF	61440 - TURF MANAGEMENT SERVICES	-	\$750
From:	3303 - MASTICK WOODS TURF	63567 - GOLF COURSE SUPPLIES	-	(\$750)
T27	<i>Transfer between operating accounts.</i>			
To:	3305 - SLEEPY HOLLOW TURF	59507 - MINOR EQUIPMENT	-	\$700
From:	3305 - SLEEPY HOLLOW TURF	64551 - VEHICLE/EQUIP.REPAIR PART	-	(\$700)
T28	<i>Transfer between capital accounts.</i>			
To:	3308 - SENECA TURF	72625 - IRRIGATION/DRAINAGE	812001 - SENECA COURSE REDESIGN	\$3,979
From:	3308 - SENECA TURF	73470 - BLDG. CONSTR. CONTRACTS	812001 - SENECA COURSE REDESIGN	(\$3,979)

Type I: Transfers

	Division	Account Code	Project	Transfer Amount
T34	<i>Transfer between operating divisions to accommodate increased power cart rental fees.</i>			
To:	3101 - BIG MET CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$25,000
	3104 - MANAKIKI CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$20,500
	3106 - SHAWNEE HILLS CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$17,000
	3105 - SLEEPY HOLLOW CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$14,500
	3102 - LITTLE MET CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$9,600
	3101 - BIG MET CLUBHOUSE	66822 - SALES TAX	-	\$6,400
	3106 - SHAWNEE HILLS CLUBHOUSE	66822 - SALES TAX	-	\$5,000
	3108 - SENECA CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$4,500
	3104 - MANAKIKI CLUBHOUSE	66822 - SALES TAX	-	\$3,800
	3102 - LITTLE MET CLUBHOUSE	66822 - SALES TAX	-	\$3,200
	3105 - SLEEPY HOLLOW CLUBHOUSE	66822 - SALES TAX	-	\$1,500
T35	<i>Transfer between operating accounts.</i>			
To:	3108 - SENECA CLUBHOUSE	64548 - GASOLINE/DIESEL FUEL	-	\$1,300
From:	3108 - SENECA CLUBHOUSE	63567 - GOLF COURSE SUPPLIES	-	(\$1,300)
Subtotal, Operating/Capital Funds Transfers				\$111,000

Restricted Funds

T29	<i>Transfer from capital materials to provide operating funds.</i>			
To:	5446 - TRAILS FUND	67580 - SPECIAL EVENT SUP/EXP	-	\$4,000
	5446 - TRAILS FUND	57416 - PRINTING EXPENSE	-	\$500
	5446 - TRAILS FUND	73462 - PAVING/SITE IMP.CONTRACTS	B13446 - TRAIL DESIGN IN BEDFORD	\$8
From:	5446 - TRAILS FUND	72601 - BLDG. CONSTRUCTION MATLS.	A12446 - TRAILS	(\$4,508)
T30	<i>To purchase GPS/Computer for data collection on wetlands and vernal pools.</i>			
To:	5449 - VERNAL POOLS- FROGS	74724 - TECHNOLOGY EQUIPMENT	-	\$3,785
From:	5449 - VERNAL POOLS- FROGS	59507 - MINOR EQUIPMENT	-	(\$1,500)
	5449 - VERNAL POOLS- FROGS	61525 - PLANT MATERIAL	-	(\$2,285)
T31	<i>Transfer between operating accounts.</i>			
To:	5559 - RRNC SPECIAL IMPROVEMENTS	60512 - TRASH CONTAINERS	-	\$800
	5559 - RRNC SPECIAL IMPROVEMENTS	57572 - OFFICE FURNISHINGS	-	\$191
From:	5559 - RRNC SPECIAL IMPROVEMENTS	67566 - OUTDOOR ED.PROG. EXPENSES	-	(\$991)
T32	<i>Transfer between operating accounts.</i>			
To:	5560 - CANALWAY BIKES - SK WELL	64431 - REPAIR SVC-VEHICLES/EQUIP	-	\$270
From:	5560 - CANALWAY BIKES - SK WELL	51105 - SALARIES SEASONAL	-	(\$270)

Type I: Transfers

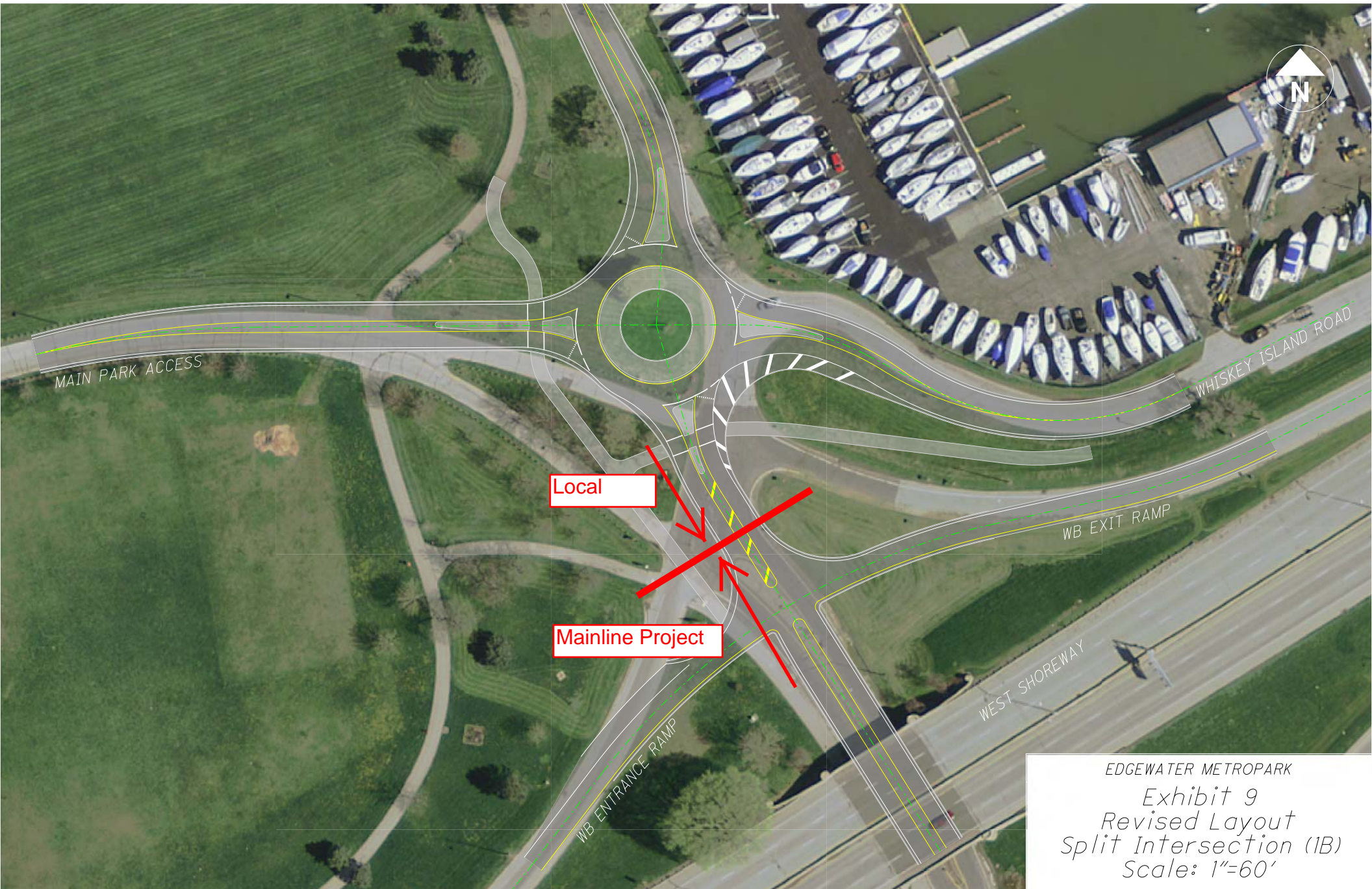
	Division	Account Code	Project	Transfer Amount
T33	<i>Transfer from operating to capital to cover part of the cost for a new entrance sign.</i>			
To:	5741 - EVENT NETWORK ADVERTISING	73470 - BLDG. CONSTR. CONTRACTS	V13741 - ENTRANCE SIGN	\$25,000
From:	5741 - EVENT NETWORK ADVERTISING	57420 - ADVERTISING EXPENSE	-	(\$25,000)
T34	<i>Transfer between operating divisions to accommodate increased power cart rental fees.</i>			
From:	5443 - LEGACY DONATIONS	63533 - FENCING	-	(\$10,000)
	5443 - LEGACY DONATIONS	61525 - PLANT MATERIAL	-	(\$30,000)
	5712 - QUARTERS FOR CONSERVATION	67816 - SPONSORSHIP EXPENSE	-	(\$30,000)
	5755 - ZOO SOC. - ED WORKFRC DEV	67818 - SCHOLARSHIPS	-	(\$41,000)
Subtotal, Restricted Funds Transfers				(\$111,000)
Net Increase to Budget				\$0

Cleveland Metroparks
2013 Appropriation Adjustment #3
October 31, 2013

Type II: Appropriations

Division	Account Code	Project	Transfer Amount
Restricted Funds (appropriated from grants/donations)			
A01 <i>Funding provided by Snowville Joint Venture for monitoring wetlands in a residential subdivision in Brecksville.</i>			
To:	5445 - SNOWVILLE MITIGATION	73470 - BLDG. CONSTR. CONTRACTS K08545 - CONSTRUCT WETLAND	\$10,000
A02 <i>Funding provided by Land Studio to share the cost of design services in connection with the towpath trail link to Wendy Park.</i>			
To:	5474 - LAKE LINK TR.-LAND STUDIO	73407 - ENG/ARCH/PLAN CONTRACTS Q13474 - TOWPATH/WENDY PARK LINK	\$24,250
A03 <i>Funding provided by Northeast Ohio Regional Sewer District & registrations for Stream Pyramid workshop to establish a professional training fund.</i>			
To:	5475 - WORKSHOPS AT WEST CREEK	57406 - CONSULTING/PROF. SERVICES -	\$6,000
	5475 - WORKSHOPS AT WEST CREEK	67580 - SPECIAL EVENT SUP/EXP -	\$1,500
A04 <i>Funding provided by the Emerald Necklace Endowment Fund for the study of fawn survival and coyote behavior.</i>			
To:	5499 - FAWN & COYOTE RESEARCH	67580 - SPECIAL EVENT SUP/EXP -	\$19,460
A05 <i>Funding provided by the Girl Scouts of North East Ohio Council for a sledding hill guide rope.</i>			
To:	5510 - HINCKLEY SLEDDING ROPE	72601 - BLDG. CONSTRUCTION MATLS. H13510 - HINCKLEY SLEDDING ROPE	\$1,200
A06 <i>Funding provided by the Cleveland Zoological Society to support international field conservation programs and travel.</i>			
To:	5774 - ZOO SOC.-PROF. DEVELOPMNT	57501 - COMPUTER EQUIPMENT/SUPPL -	\$1,000
	5774 - ZOO SOC.-PROF. DEVELOPMNT	58422 - TRAINING/CONFERENCE EXP. -	\$10,000
	5774 - ZOO SOC.-PROF. DEVELOPMNT	67571 - MISC. SUPPLIES & EXPENSE -	\$1,000
	5774 - ZOO SOC.-PROF. DEVELOPMNT	68447 - CELL PHONES -	\$600
A07 <i>Funding provided by the Cleveland Zoological Society for sustainability initiatives at the Zoo.</i>			
To:	5775 - ZOO SOC.-SUSTAINABILITY	58422 - TRAINING/CONFERENCE EXP. -	\$7,500
	5775 - ZOO SOC.-SUSTAINABILITY	73407 - ENG/ARCH/PLAN CONTRACTS V13775 - FILTRATION AT NATURE PLAY	\$10,000
	5775 - ZOO SOC.-SUSTAINABILITY	73470 - BLDG. CONSTR. CONTRACTS V12771 - CAROUSEL SITE WORK	\$32,500
A08 <i>Funding provided by the Emerald Necklace Endowment Fund to support group service events.</i>			
To:	5912 - GROUP SERVICE EVENTS	67580 - SPECIAL EVENT SUP/EXP -	\$10,000
Subtotal, Restricted Funds Appropriations			\$135,010
Net Increase to Budget			\$135,010

NET OF COMMISSION COVERAGE	2010 Jackson Deiken/HCC			2011 Jackson Deiken/HCC			2012 Jackson Deiken/Arch Insurance			2013 Jackson Deiken/HCC			2014 Jackson Deiken/HCC		
	LIMITS	DED/SIR	PREMIUM	LIMITS	DED/SIR	PREMIUM	LIMITS	DED/SIR	PREMIUM	LIMITS	DED/SIR	PREMIUM	LIMITS	DED/SIR	PREMIUM
COMMERCIAL GENERAL LIABILITY	1,000,000	100,000	36,551	1,000,000	100,000	37,913	1,000,000	100K/250K	36,017	1,000,000	100K/250K	38,826	1,000,000	100K/250K	48,532
COMMERCIAL AUTOMOBILE LIABILITY	1,000,000	0	76,425	1,000,000	0	78,484	1,000,000	0	74,559	1,000,000	0	107,242	1,000,000	2,500	156,358
PUBLIC OFFICIALS LIABILITY	1,000,000	10,000	9,018	1,000,000	10,000	9,018	1,000,000	10,000	8,567	1,000,000	10,000	8,567	1,000,000	10,000	10,708
LAW ENFORCEMENT LIABILITY	1,000,000	10,000	6,524	1,000,000	10,000	6,524	1,000,000	10,000	6,198	1,000,000	10,000	6,198	1,000,000	10,000	7,747
IGO INSTRUCTORS LIABILITY	1,000,000	10,000	included	1,000,000	10,000	included	1,000,000	10,000	included in GL	1,000,000	10,000	0	1,000,000	10,000	included in GL
EMPLOYMENT PRACTICE LIABILITY	1,000,000	10,000	incl. In Pub. Off.	1,000,000	10,000	incl. In Pub. Off.	1,000,000	10,000	included in POL	1,000,000	10,000	0	1,000,000	10,000	included in POL
LIMITED HEALTH PROFESSIONAL LIABILITY	1,000,000	100,000	included	1,000,000	100,000	included	1,000,000	100,000	included in GL	1,000,000	100,000	included in GL	1,000,000	100,000	included in GL
EXCESS/UMBRELLA LIABILITY	10,000,000	10,000	69,787	10,000,000	10,000	69,787	10,000,000	10,000	66,298	10,000,000	10,000	71,620	10,000,000	10,000	75,201
EXCESS ERRORS & OMISSIONS (Pub. Off.)	included in excess		included	included in excess		included	included in excess		included in Excess	included in excess		included in Excess	included in excess		included in Excess
TERRORISM LIABILITY	Statutory	0	5,535	Statutory	0	5,398	Statutory	0	5,794	Statutory	0	5,915	Statutory	0	6,998
HOST LIQUOR LIABILITY	1,000,000	100,000	included	1,000,000	100,000	included	1,000,000	100,000	included in GL	1,000,000	100,000	included in GL	1,000,000	100,000	included in GL
EMPLOYEE BENEFITS LIABILITY	1,000,000	10,000	included	1,000,000	10,000	included	1,000,000	1,000	included in GL	1,000,000	1,000	0	1,000,000	1,000	included in GL
LIQUOR LIABILITY							1,000,000		1,102	1,000,000		2,159	1,000,000		3,312
Sub-Total			203,840			207,124			198,535			240,527			308,856
PROPERTY	220,021,593	100,000	100,733	226,962,600	100,000	103,851	244,347,046	100,000	98,658	254,788,075	100,000	102,158	295,347,039	100,000	147,673
INLAND MARINE	12,402,792	1,000	19,560	12,431,245	1,000	19,570	15,127,734	1,000	18,525	15,162,734	1,000	18,525	23,994,995	1,000	28,616
EDP	1,740,814	1,000	6,862	1,740,814	1,000	6,862	1,740,814	1,000	6,519	1,740,814	1,000	6,519	1,740,814	1,000	6,982
FIDELITY (employee dishonesty)	250,000	1,000	1,557	250,000	1,000	1,557	250,000	1,000	2,994	500,000	1,000	2,994	500,000	1,000	3,347
CRIME	50,000	1,000	884	50,000	1,000	884	50,000	1,000	840	50,000	1,000	840	50,000	1,000	867
BOILER AND MACHINERY	40,000,000	5,000	Inc. in Property	40,000,000	5,000	Inc. in Property	40,000,000	5,000	included	40,000,000	5,000	included	40,000,000	5,000	included
BUILDER'S RISK	Covered on reported basis		included	Covered on reported basis		included	Covered on reported basis		included	2,000,000	50,000	included	2,000,000	50,000	included
EARTHQUAKE/FLOOD - OTHER THAN ZONE "A"	5,000,000	50,000	included	5,000,000	50,000	included	5,000,000	50,000	included	5,000,000	50,000	included	5,000,000	50,000	included
FLOOD-ZONE "A"	Not quoted			Not quoted			Not quoted			Not quoted		0	Not quoted		0
TERRORISM PROPERTY	Statutory		included in liability premium	Statutory		included in liability premium	Statutory		included in liability premium	Statutory		included in liability premium	Statutory		included in liability premium
TREASURER'S BOND	5,000,000	-----	5,145	5,000,000	-----	5,145	5,000,000	-----	5,145	5,000,000	-----	5,145	5,000,000	-----	5,145
AUTO PHYSICAL DAMAGE/AUTO CATASTROPHIC COVERAGE	ACV	5,000	52,906	ACV	5,000	56,080	ACV	5,000	51,563	ACV	5,000	55,163	ACV	5,000	64,375
TOWPATH TRAIL BRIDGES/ALL OTHER BRIDGES	5,000,000	25,000	18,417	5,000,000	25,000	18,417	3,500,000	25,000	26,325	3,500,000	25,000	27,640	3,500,000	25,000	34,100
Sub-Total			206,064			212,366			210,569			218,984			291,105
CLAIMS ADMINISTRATION FEES			7,500			7,500			7,500			7,500			7,500
BROKERAGE FEE			32,500			32,500			34,000			32,500			32,500
TOTAL			449,904			459,490			450,604			499,511			639,961



EDGEWATER METROPARK
Exhibit 9
Revised Layout
Split Intersection (1B)
Scale: 1"=60'

(Resolution No. 13-08-117)

Project No. _____ PID No. 91820
(2013)

FINAL RESOLUTION

The following Final Resolution enacted by the **Cleveland Metroparks**, Ohio, hereinafter referred to as the Legislative Authority/Local Public Agency or "LPA", in the matter of the stated described project.

WHEREAS, on **15th day of August, 2013**, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

The improvement consists of the rehabilitation of the existing bridge which includes reconstructed pavement, guardrail, and widening the multi-use path., lying with the Cleveland Metroparks;

WHEREAS, the LPA shall cooperate with the Director of Transportation in the above described project as follows:

The Park District agrees to assume and bear the entire cost and expense of the improvement, less the amount of Federal-aid and State funds set aside by the Director of Transportation for the financing of this improvement from funds allocated by the Federal Highway Administration, U.S. Department of Transportation.

The share of the cost of the LPA is now estimated in the amount of **Fifty Eight Thousand Seven Hundred Forty and - - - 00/100 Dollars, (\$58,740.00)**, but said estimated amount is to be adjusted in order that the LPA's ultimate share of said improvement shall correspond with said percentages of actual costs when said actual costs are determined; and

WHEREAS, The Director of Transportation has approved said legislation proposing cooperation and has caused to be made plans and specifications and an estimate of cost and expense for improving the above described highway and has transmitted copies of the same to this legislative authority; and

WHEREAS, The LPA desires the Director of Transportation to proceed with the aforesaid high improvement.

PID No. 91820 - Final Resolution

NOW, THEREFORE, be it resolved:

- I. That the estimated sum of **Fifty Eight Thousand Seven Hundred Forty and - - - - 00/100 Dollars, (\$58,740.00)**, is hereby appropriated for the improvement described above and the fiscal officer is hereby authorized and directed to issue an order on the treasurer for said sum upon the requisition of the Director of Transportation to pay the cost and expense of said improvement. We hereby agree to assume in the first instance, the share of the cost and expense over and above the amount to be paid from **Federal funds**.
- II. That the LPA hereby requests the Director of Transportation to proceed with the aforesaid highway improvement.
- III. That the LPA enter into a contract with the State, and that **Chief Executive Officer** be, and is hereby authorized to execute said contract, providing for the payment of the LPA the sum of money set forth herein above for improving the described project.
- IV. That the LPA transmit to the Director of Transportation a fully executed copy of this Resolution.

This is to certify that we have compared the foregoing copy of Resolution with the original record thereof, found in the record of the proceedings of the LPA, and which Resolution was duly passed by the LPA on the _____ day of _____, 2 _____, and that the same is a true and correct copy of the record of said Resolution and the action of said LPA thereon.

We further certify that said Resolution and the action of said LPA thereon is recorded in the journal of said LPA in Volume _____, at Page _____, and under date of _____, 2 _____.

Legislative Authority of the
Board of Park Trustees
Cleveland Metroparks

Chief Executive Officer

Clerk (Secretary Ex-Officio)

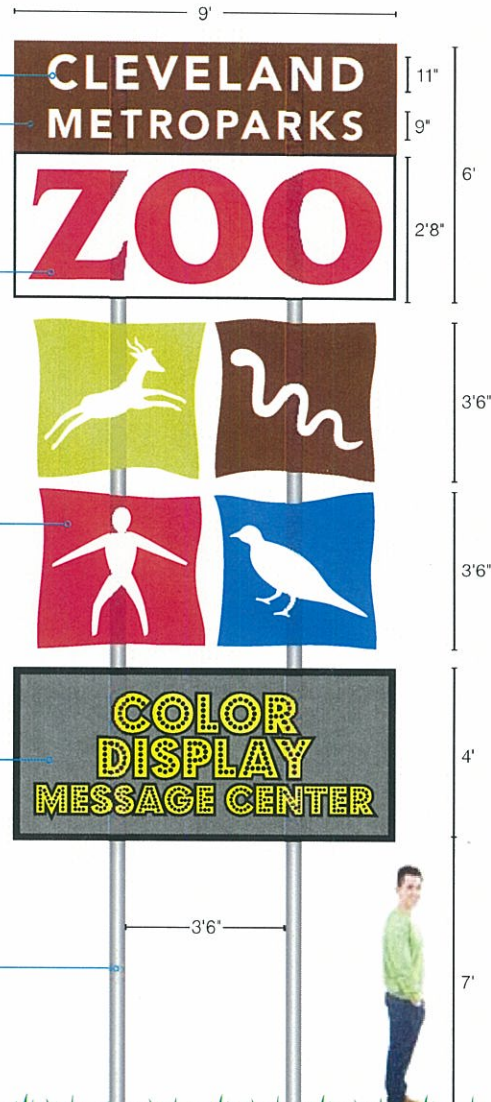
SEAL
(If Applicable)



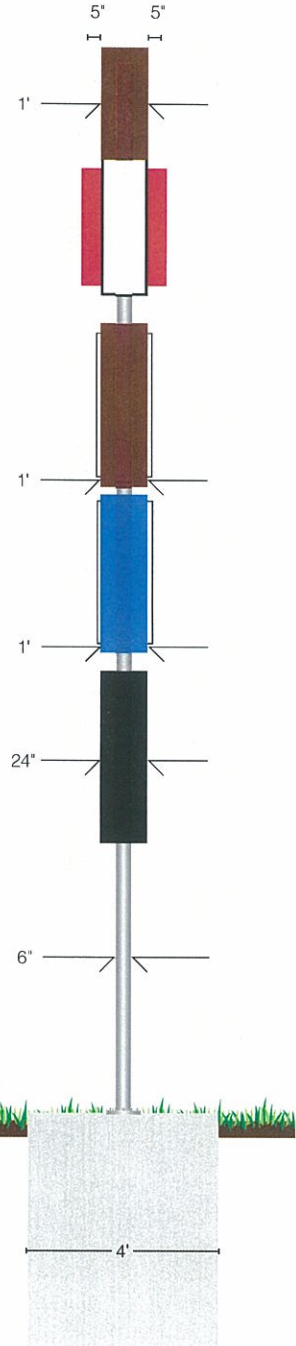
Main Entrance Sign Design

- Routed out letters on lower portion of cabinet with white acrylic backer (letters are lit)
- .080 Skinned double sided aluminium cabinet, painted 2 tone.
- Internally Illuminated channel letters , Aluminium construction, LED Illumination, White Acrylic faces with translucent film overlay to match PMS 193 letters mounted on both sides of upper portion of cabinet.
- LED Power supplies located inside cabinet.
- .063 Returns, 1" painted trim cap and returns to match face color. Colors to match specified Matthews Acrylic Paint. (MAP)
- Double sided custom shape non-illuminated icon cabinets. Constructed with .080 aluminium. Graphics are CNC precision cut out of .25 aluminium. Colors to match specified Matthews Acrylic Paint (MAP)
- Two single sided 19MM RGB color LED message center displays 32 x 144 Matrix, installed on both sides of structural poles with welded steel support brackets. Steel support brackets. Fully programmable color display. Communication via wireless.

Face View



Side View



Color Detail:

Colors to match specified Matthews Acrylic Paint (MAP)

- PMS 383
- PMS 4695
- PMS 193
- PMS 660
- Black
- White



**Horizontal
Sign Design**

SIGN TYPE: Sign Foam Construction

Side View



Face View



Side View

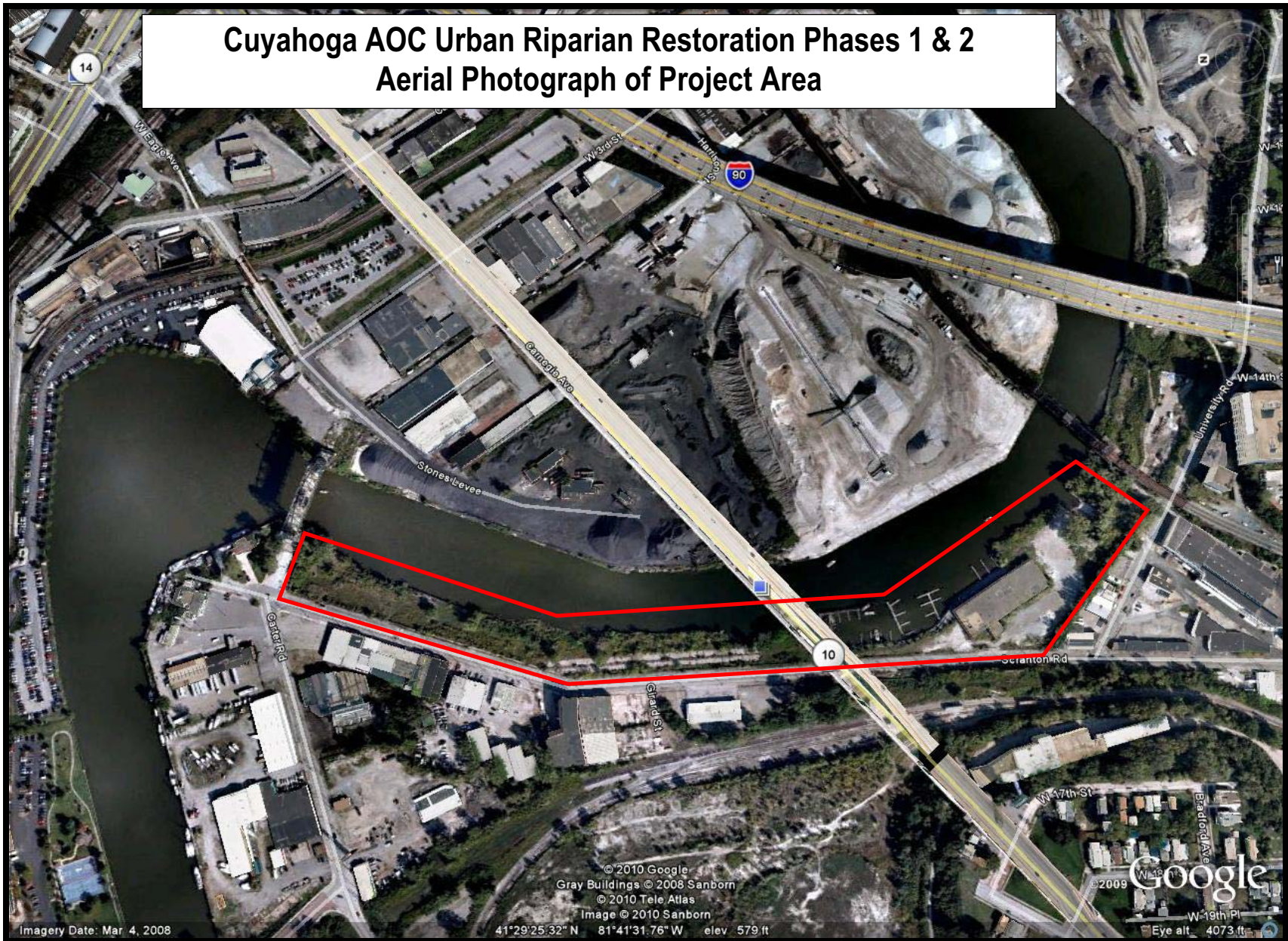


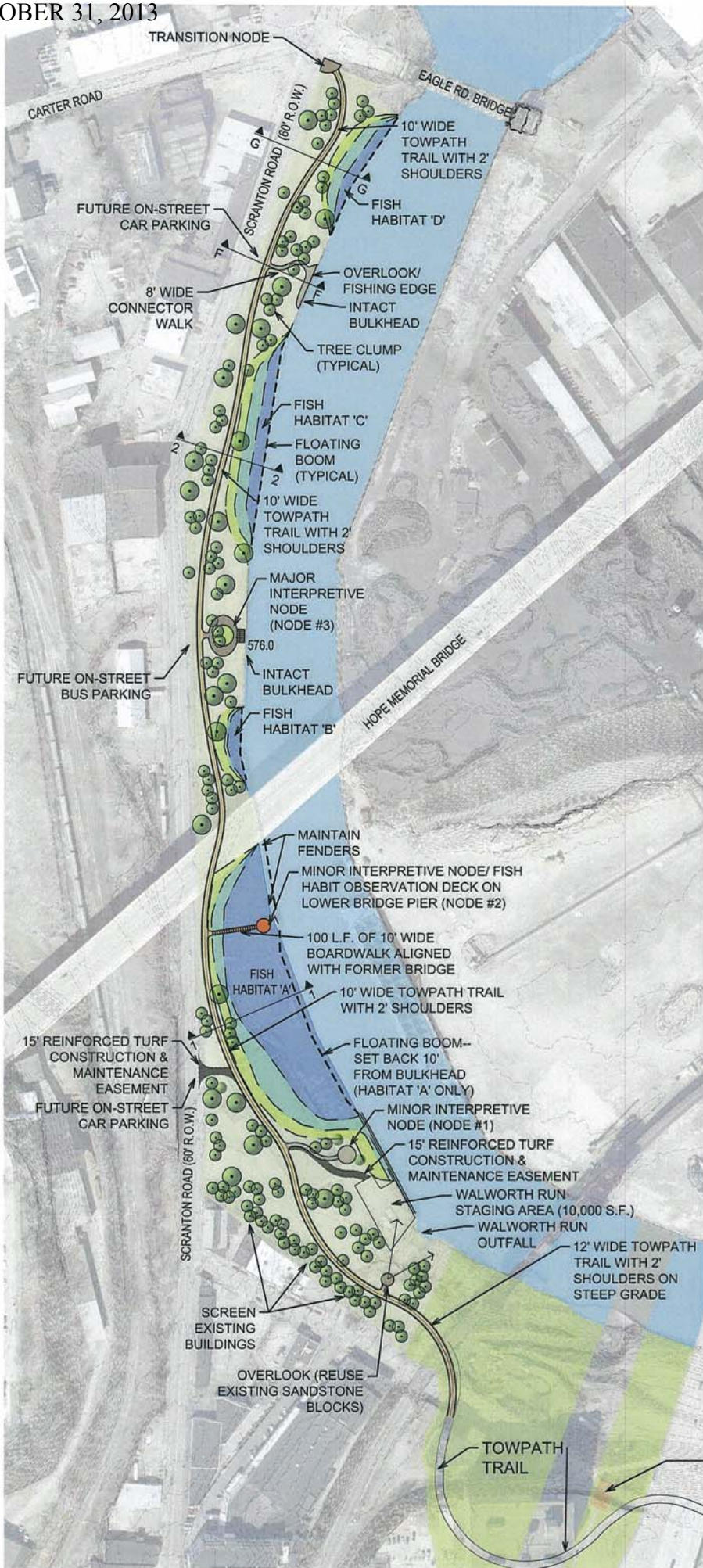
Color Detail:

Cuyahoga AOC Urban Riparian Restoration Project Location Map



Proposed Towpath Trail Greenway Alignment





LEGEND

- FISH ZONE
ELEV. 563.5 TO 570.5 (1.5'-5' deep)
- WETLAND ZONE
ELEV. 570.5 TO 572.0 (0'-1.5' deep)
- TRANSITION ZONE
ELEV. 572.0 TO 577.5
- MESIC MEADOW/
UPLAND HABITAT
ELEV. 577.5 TO 614.0
- PROPOSED NATIVE TREE
- ASPHALT PATH
- SPECIALTY PAVEMENT
- REINFORCED TURF

NOTES:

1. PROJECT AREA = 11.1 ACRES
2. RECORD HIGH WATER ELEV. = 574.3
3. RECORD LOW WATER ELEV. = 568.2
4. CURRENT WATER DATUM ELEV. = 570.4
5. 100-YEAR FLOODPLAIN ELEV. = 576
6. SCRANTON ROAD ELEV. = 582
7. TOP OF BULKHEAD ELEV. = 576-578
8. EXISTING MARINA BUILDING, DOCKS, AND PORTIONS OF BULKHEAD TO BE REMOVED.

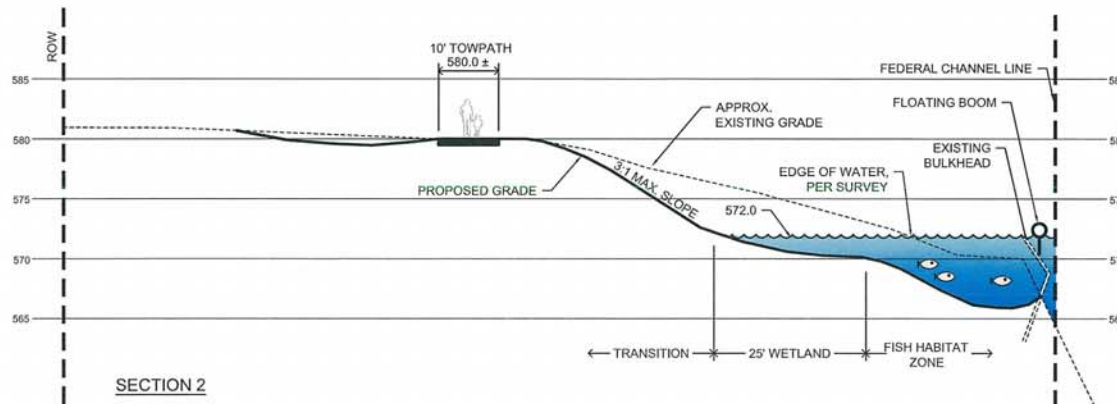
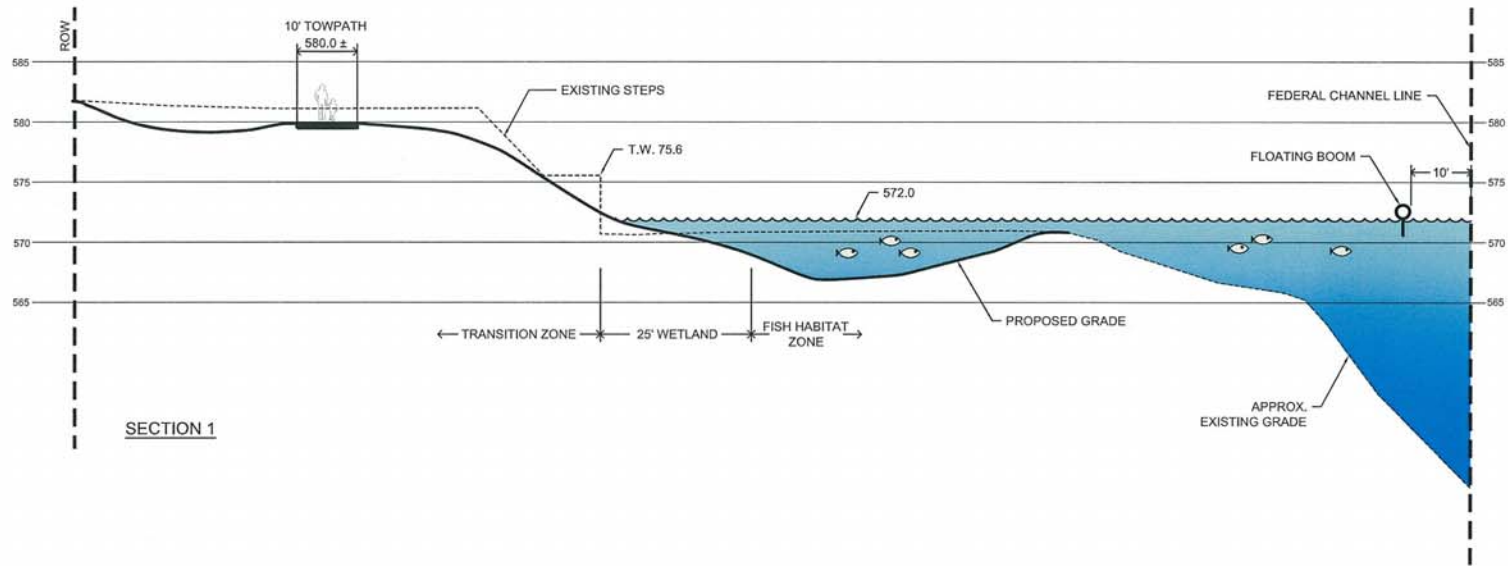
June 30, 2011



**RESTORATION AREA
SITE PLAN**

CUYAHOGA AOC URBAN
RIPARIAN RESTORATION





Horizontal Scale: 1" = 20'

Vertical Scale: 1" = 10'

June 30, 2011

RESTORATION AREA SURVEY / SOUNDING BASED SECTIONS

CUYAHOGA AOC URBAN
RIPARIAN RESTORATION

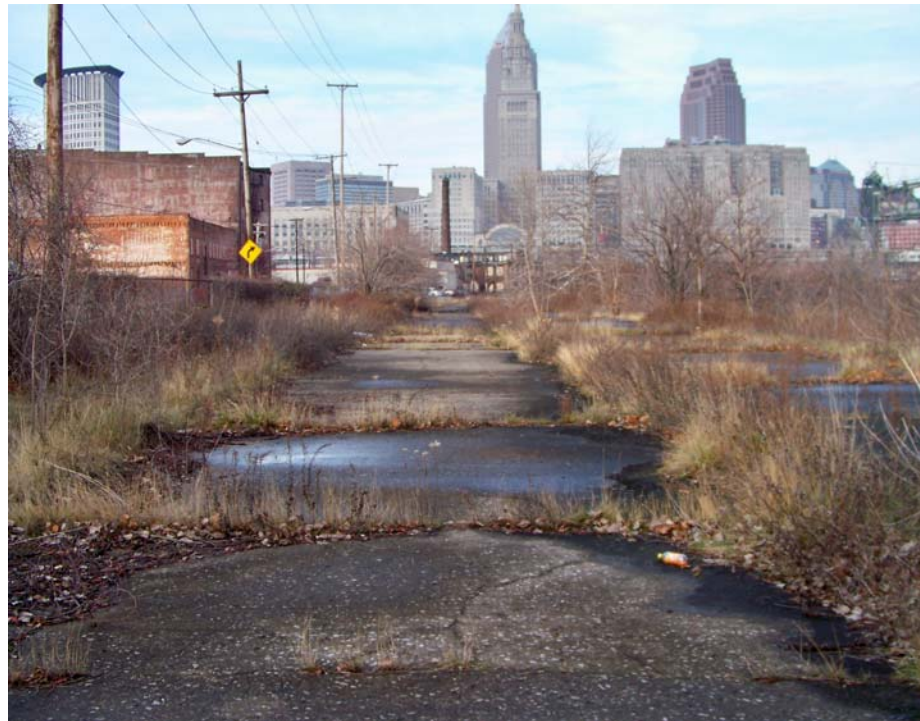




Marina Area Before



Marina Area After



Old Rail Yard Before



Old Rail Yard After

RESOLUTION NO. 13-10-151

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 9, 2013 in the amount of \$109,149.91; and **Checks** dated October 11, 2013 in the amount of \$462,934.84; and **Checks** dated October 16, 2013 in the amount of \$179,826.45; and **Checks** dated October 25, 2013 in the amount of \$444,088.44; and **Checks** dated October 31, 2013 in the amount of \$879,551.54; and **Manual Check** number M000526 dated October 31, 2013 payable to Morrisons Farm Sales, LLC in the amount of \$10,000.00; and **Net Payroll** dated August 25, 2013 to September 7, 2013 in the amount of \$1,017,398.93; and **Withholding Taxes** in the amount of \$250,591.18; and **Net Payroll** dated September 8, 2013 to September 21, 2013 in the amount of \$976,109.51; and **Withholding Taxes** in the amount of \$236,751.84; and **Bank Fees/ADP Fees** in the amount of \$31,549.56; and **ACH Debits (FirstEnergy Utility; Sales Tax)** in the amount of \$56,175.52; and **"Then and Now Certificates"** including **Visa Purchasing Card** purchases dated September 29, 2013 to October 19, 2013 in the amount of \$182,815.76; and **Visa Travel Card** purchases dated September 29, 2013 to October 19, 2013 in the amount of \$14,140.91; 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 31, 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	222	\$ 306,920.51	\$ 7,673.01	\$ 1,382.52	C
Board Authorized Payments	27	52	\$ 126,104.53	\$ 4,670.54	\$ 2,425.09	A
Director Approved Payments	41	136	\$ 223,086.69	\$ 5,441.14	\$ 1,640.34	D
Telephone-Written Quote Items	21	39	\$ 57,838.37	\$ 2,754.21	\$ 1,483.04	P
Telephone Quote Items	43	49	\$ 81,218.10	\$ 1,888.79	\$ 1,657.51	T
Utilities	29	194	\$ 223,021.93	\$ 7,690.41	\$ 1,149.60	U
Health Insurance	9	12	\$ 112,236.09	\$ 12,470.68	\$ 9,353.01	H
Other Exempt Items	77	91	\$ 922,230.99	\$ 11,977.03	\$ 10,134.41	E
Non-Bid Items less than \$1,000	66	97	\$ 25,393.97	\$ 384.76	\$ 261.79	N
Purchases Obtained w/o Cert.	1	1	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	S
	354	893	\$ 2,085,551.18	\$ 5,891.39	\$ 2,335.44	

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. 13-10-151** listed above.