

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

**DECEMBER 17, 2015**

The Board of Park Commissioners met on this date, Thursday, December 17, 2015 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

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

**APPROVAL OF MINUTES.**

**No. 15-12-190:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve the amended minutes from the Regular Meeting of October 22, 2015 (Resolution No. 15-10-166), 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.

**No. 15-12-191:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve the minutes from the Regular Meeting of October December 3, 2015, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

**FINANCIAL REPORT.**

Chief Financial Officer, David J. Kuntz, presented a Comparative Summary of Revenues & Expenditures 2015 vs. 2014 Year-To-Date, for the Month Ended November 30, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **80864** to **80866** and they were filed for audit.

**ACTION ITEMS.**

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

**David A. Bartko, Park Manager**

David (Dave) Bartko has served Cleveland Metroparks for more than 35 years, utilizing his knowledge, skills and abilities as a Seasonal Laborer, Handyperson, Senior Handyperson, Technician, Senior Technician, Lead Senior Technician, Management Trainee, Park Manager, and Senior Park Manager. He has used his innovation, knowledge and experience to manage parks, buildings, vehicles, capital projects, and facility rehabilitation throughout Big Creek and Mill Stream Run reservations. Dave has provided excellent leadership and work direction to others, including new managers, and assisted them in developing their own careers, skills and knowledge of processes and techniques. He was instrumental in many improvements throughout the Park District including rehabilitation of the grounds and facilities at The Chalet, Wallace Lake and Camp Cheerful, the Royalview Trails project, Lake to Lake Trail, and the Timberlane renovation. Dave played an integral role with the transition of the toboggan chutes from upkeep of the original chutes to installation of the new chutes, and was also influential with the successful completion of the Strongsville Complex including overseeing operations at the new facility. Dave demonstrated a spirit of cooperation when he worked in conjunction with other departments assisting with establishing CAPRA standards, renovations at Garfield Park Nature Center when originally acquired by the Park District, movement and installation of the Nature Education Building from the I-X Center, rehabilitation at the Zoo's Primate, Cat & Aquatics building to include the waterfall, outdoor exhibits, and pavers, and when he served on the Safety and Snow Plow Committees. He supported numerous programs and events such as Brookside activities, Touch-A-Truck, OPRA Conference & Trade Show, Fishing Derby, and the New Employee Welcome Tour. Dave has been a valued asset to Cleveland Metroparks, and the products of his labor are appreciated and will not be forgotten.

**Sharon M. Hallman, Payroll Manager**

Sharon (Shari) Hallman has served Cleveland Metroparks for more than 36 years, utilizing her knowledge, skills and abilities as a Clerk, Cashier, Clerk Typist, Senior Clerk, Senior Clerk-Payroll Fringe Benefit Administrator, Payroll/Fringe Benefit Specialist, and Payroll Manager. Shari exhibited excellent time management, attention to detail, accuracy, organization skills, and administrative support throughout her career. She began her employment career under the supervision of Zoo Revenue Control where

**ACTION ITEMS (cont.)**

she was responsible for answering Zoo telephones, was transferred to Cleveland Metroparks Executive/Administration where her duties included preparing payroll, employee recordkeeping, new employee orientation, employee benefits, responding to workers' compensation and unemployment claims, all of which led to her career in the Finance department where she focused on payroll responsibilities. Shari executed countless employee payrolls while meeting strict time schedules, established collaborative working relationships with all divisions and departments, prepared innumerable reports, and was dedicated to promptly handling internal and external inquiries. She played an integral role in various technology improvements such as the transfer of payroll processing from Cuyahoga County to an internal process utilizing ADP's software, was instrumental in implementation of the Kronos timekeeping system, and subsequently, several Payroll and Human Resource Information System technology improvements. Shari served on the Employee Handbook Task Force and volunteered for various activities and special events, and personified the core values of the Park District as evidenced by her letters of commendation from management and her peers. Shari has been a valued asset to Cleveland Metroparks and the products of her labor have been appreciated and will not be forgotten.

**Barbara P. Holtz, Nature Center Manager**

Barbara (Barb) Holtz has served Cleveland Metroparks for more than 30 years, utilizing her knowledge, skills and abilities as a Seasonal Naturalist, Naturalist, Senior Naturalist, Manager/Naturalist, and Nature Center Manager. Barb developed and provided a variety of innovative outdoor education programs where she increased the participant's environmental awareness, conservation concerns and appreciation for native plants and wildlife. Barb has developed and provided natural history, historical and cultural programs, and has worked cooperatively and partnered with The Native Plant Society, Audubon Society of Greater Cleveland, Friends of Euclid Creek, Mayfield Library, Mayfield Village and started a local chapter of "Wild Ones", a national group that focuses on native plants. Barb has provided excellent leadership and work direction to others, and assisted them in developing their own careers, skills and knowledge of processes and techniques, and has conveyed useful information to park visitors and nature center guests and volunteers. She has planned, created and conducted programs for park visitors, school groups, community groups, and scout groups. Barb played an integral role with the composition of narratives for interpretive signage displayed in several reservations, and with the nature play area at Look About Lodge. She was responsible for the development of Sanctuary Marsh, Garfield Park Nature Center Wildlife Garden, a rain garden, monarch way stations, and completed trail maps and markings for North Chagrin, South Chagrin, Euclid Creek, and Acacia Reservations. Barb could always be counted upon to support programs and events such as the volunteer program, Nature at Night, Knee High Naturalist, Snakes, Turtles and Fun, Summer Concert Series, Fireside Concert Series, and the New Employee Welcome Tour. Barb has demonstrated a spirit of cooperation as evidenced by her letters of commendation from staff and park visitors such as when she responded to a late night plant identification issue as the result of local emergency room staff being unable to identify unknown

**ACTION ITEMS (cont.)**

berries consumed by a child, a successful job share program with another staff member, creation of outdoor education interpretive plans and presentations for two national professional workshops, and when she served on the Personnel and Position Evaluation Committees, and the ECO Team. Barb has been a valued asset to Cleveland Metroparks and the products of her labor have been appreciated and will not be forgotten.

**Stephen A. Kinczel, Animal Keeper**

Stephen (Steve) Kinczel has served Cleveland Metroparks for 30 years, utilizing his knowledge, skills and abilities as a Seasonal Naturalist, and an Animal Keeper. Steve began his career with the Park District at North Chagrin Nature Center where he prepared and presented nature oriented interpretive programs, cared for display animals at the Nature Education Building, inspected hiking trails, and participated with the development of Sanctuary Marsh. He was selected for a position at the Zoo where he provided daily care for exotic animals including mammals, birds, fish, insects and reptiles, prepared animal exhibits to maximize the animal's well-being and visitor experience, operated various types of incubators which allowed him to hatch and raise a wide variety of avian species, and served as a licensed pest control operator. Steve has made valuable contributions and demonstrated diverse knowledge throughout his career during which time he worked in the Pachyderm building and The RainForest where he observed animal behavior as it related to compatibility, breeding and general health, and prepared countless daily reports concerning animal health and welfare. He took pride in the strong bond he developed with orangutans which allowed him to assist with managing multiple births and transfers. He used his skills to educate the public during Meet the Keeper, behind-the-scenes tours, and fund raising opportunities which put the zoo in a positive light. Steve demonstrated a spirit of cooperation when he served on the Elephant Managers Association conference committee and the American Association of Zoo Keepers annual conference committee hosted by Cleveland Metroparks Zoo. He has served Cleveland Metroparks through his dedication and commitment by providing animals with excellent exhibits, care, enrichment, and training for health and husbandry purposes. Steve has been a valued asset to Cleveland Metroparks and the products of his labor have been appreciated and will not be forgotten.

**Sandra A. Tata, Receptionist**

Sandra (Sandy) Tata has served Cleveland Metroparks for more than 10 years, utilizing her knowledge, skills and abilities as a Visitor Services Assistant/Receptionist and Receptionist. She has provided welcoming and helpful assistance to numerous callers and building visitors. Sandy exhibited patience and attention to detail when assisting visitors whether it was accepting a bid document, guiding youth in completing employment applications, or researching a visitor request which may or may not have been a part of Cleveland Metroparks. She has used her communication and interpersonal skills to interact with and respond to requests and questions from thousands of Park District visitors. Sandy was responsible for receiving, preparing and fulfilling the hundreds of donation requests that are received by Cleveland Metroparks annually, and compiled detailed monthly reports. Because of Sandy's spirit of cooperation, she provided administrative support to various building staff such as proofreading the

**ACTION ITEMS (cont.)**

Emerald Necklace publication, entering data from field surveys, park programs and EarthWord's inventory, assisted with marketing brochures and mailings, and maintained up-to-date information to readily share with other staff. Sandy has been a valued asset to Cleveland Metroparks and the results of her labor have been appreciated and will not be forgotten.

**Marleen A. Wiktorowski, Assistant Manager – Nature Shops**

Marleen Wiktorowski has served Cleveland Metroparks for more than 16 years, utilizing her knowledge, skills and abilities as an Assistant Nature Center Manager. Marleen has used her expertise to plan, staff and order merchandise for nature shops, and provided administrative and operational support of nature shop sales and activities. She exhibited attention to detail when she developed procedures to improve inventory control, manage and sell merchandise at off-site events, prepared daily receipts and deposits, and when she reconciled revenue reports. Marleen used her communication and interpersonal skills to provide training and direction to staff and volunteers, and developed positive working relationships with all. She provided friendly customer service to Park District visitors in all locations she supported, and coordinated and hosted gatherings for Rocky River Nature Shop volunteers. Marleen has assisted throughout the Park District at numerous events such as Train Day, Cedar Valley Settlers Celebration & Music Festival, Chickadee Nest, Mom's Tea Day, and Edgewater Live. Marleen has been a valued asset to Cleveland Metroparks and the results of her labor have been appreciated and will not be forgotten.

**No. 15-12-192:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to recognize David A. Bartko, Sharon M. Hallman, Barbara P. Holtz, Steve A. Kinzel, Sandra A. Tata and Marleen A. Wiktorowski for their years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolutions found on pages **80867** to **80872**.

Vote on the motion was as follows:

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

Nays: None.

**(b) 2015 Budget Adjustment No. 4**  
(Originating Sources: David J. Kuntz, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

Two types of 2015 budget adjustments are requested for Board approval:

Type I: Transfers, listed on pages **80873** to **80884**. Represents transfers with **NO NET INCREASE/DECREASE** to the 2015 operating and/or restricted funds budgets.

Type II: Appropriations, None.

**ACTION ITEMS (cont.)**

**No. 15-12-193:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve the 2015 Budget Adjustment No. 4 for "Type I: Transfers," for **NO OPERATING OR RESTRICTED FUND NET INCREASE/DECREASE** as listed on pages **80873** to **80884**.

Vote on the motion was as follows:

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

Nays: None.

(c) ***2016 Lake Erie Nature & Science Center Educational Grant***  
(Originating Source: *Brian M. Zimmerman, Chief Executive Officer*)

**Recommended 2016 Educational Grant - \$70,000**

Since 1969, Cleveland Metroparks has provided an educational operating grant to the Lake Erie Nature & Science Center. From 1993 to 1999, a grant for \$50,000 per year was authorized; the 2000 grant was \$55,000 due to the increased number of programs and increased wildlife rehabilitation efforts; from 2001 through 2004 the educational grant was \$60,000 per year; and from 2005 through 2008, the grant was \$65,000. **In 2009, the educational grant was increased to \$70,000. A \$70,000 grant is recommended for 2016.**

The Center's operating budget for 2016 is approximately \$1.6 million. The largest sources of income for the Center are private donations, school classes and public programs which generate approximately 36 percent of the total budget. Other sources of income include special events, fundraisers, memberships, foundation grants, gift shop revenue and endowment income. Cleveland Metroparks contribution represents five percent of the operating budget. Lake Erie Nature & Science Center serves over 132,000 people annually.

Executive Director Catherine M. Timko was present and expressed her gratitude to Cleveland Metroparks for their continuous support of Lake Erie Nature & Science Center.

**No. 15-12-194:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize an educational grant of \$70,000 in 2016 to Lake Erie Nature & Science Center for remittance in January 2016.

Vote on the motion was as follows:

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

Nays: None.

**ACTION ITEMS (cont.)**

- (d) ***Authorization of 2016 Performance-Based Wage Adjustment for Non-Union Staff***  
*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Harold G. Harrison, Chief Human Resources Officer)*

It is recommended that the Board of Park Commissioners approve a 3.00% aggregate performance-based wage adjustment in 2016. Performance-based wage adjustments (ranging from 1% to 4%) are based on the forced distribution evaluation method. The total cost to implement the adjustments from the 398 non-union employees (272 full-time and 126 part-time) is approximately \$585,553.

- No. 15-12-195:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize a 3.00% aggregate performance-based wage adjustment in 2016 for all full-and part-time non-union employees.

Vote on the motion was as follows:

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

- (e) ***Declaration of Surplus Equipment/Vehicles for On-Line Auction***  
*(Originating Source: Joseph V. Roszak, Chief Operating Officer)*

**Background**

GovDeals is an on-line clearinghouse for government surplus property. It provides a means for government agencies to post items for sale and for potential buyers to bid upon these items via an internet-based auction system. Surplus items would be available for bidding for up to fifteen (15) days.

	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Items Sold	309	87	118	128	101 (12/1)
On-Line Sale Value	63,221.29	73,469.46	72,928.78	38,401.79	42,534.99
Gov-Deals Cost	5,141.95	4,390.04	6,828.94	2,143.09	2,514.97

Staff researched alternative auction websites. GovDeals proved to be lowest and best even though the only other viable auction house, LightGov, LLC had a lower commission, it has far fewer bidders and sells significantly fewer items. GovDeals has a contract with the National Joint Powers Alliance (NJPA).

**2016 Internet Auction Services**

In 2016, it is recommended that the Park District continue the public sale of surplus equipment to the highest bidder in an on-line auction versus a “live” public auction, utilizing the internet auction services of GovDeals, Inc. to dispose of surplus items.

**ACTION ITEMS (cont.)**

**No. 15-12-196:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize utilization of the internet auction services of GovDeals, Inc. for 2016, as described above, to dispose of 2016 Park District surplus equipment and vehicles, whereby equipment and vehicles for disposal would be authorized in writing as surplus by the respective Department Chief and the Chief Executive Officer prior to internet auction; and would require prior Board approval for items with anticipated value over \$10,000.

Vote on the motion was as follows:

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

Nays: None.

- (f) ***Authorization of Land Donation from Howard P. Kasdan: South Chagrin Reservation (± 5 Acres)***  
*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Kyle G. Baker, Assistant Legal Counsel/Stephanie Kutsko, Land Protection Coordinator)*

**Background**

Howard P. Kasdan, owner of a property along Skyline Drive in the Village of Moreland Hills, recently contacted the Western Reserve Land Conservancy (WRLC) regarding the potential donation of his property. Given the adjacency of the property to South Chagrin Reservation, WRLC put him in touch with Cleveland Metroparks. The parcel contains a deed restriction that no structure shall be constructed on the property, so the property will not be developed; however preservation of the property is important for the protection of the sensitive areas along the bluffs and picturesque views of the Chagrin River Valley. Cleveland Metroparks Natural Resources Division has identified the parcel as an important property for protection as it hosts several rare plant species on the hillside along the Chagrin River.

**Kasdan Property**

The Kasdan property is located adjacent to South Chagrin Reservation on the east side of the Chagrin River across from Jackson Field (reference map, page **80885**). The Kasdan property contains a rare calcareous slump bluff plant community that has high conservation value for the region. This community type occurs on glacial till and lacustrine sediments that are exposed when hillsides along river valleys slump after being undercut. The exposed alkaline substrate supports many rare, usually prairie-associated, plant species. Some characteristic rare species that can be found on the Kasdan property include Fringed gentian (*Gentianopsis crinita*), Canada buffalo-berry (*Shepherdia canadensis*), Lindheimer's panic grass (*Dichanthelium lindheimeri*) and Prairie brome (*Bromus kalmii*). The Prairie brome occurrence is especially notable since it is the only



**ACTION ITEMS (cont.)**

known occurrence for that species in Cuyahoga County and the Chagrin River watershed. Another highlight is the calcareous seeps and dry oak forest that support conservative species. This property will rank among the highest concentrations of rare species in Cleveland Metroparks and further exploration could yield additional rare plant populations.

Cleveland Metroparks would like to preserve these bluffs and rare plant communities by accepting a donation of this ±5 acre parcel of land from Howard P. Kasdan. Cleveland Metroparks plans to conduct targeted invasive species control on the property, as invasive species are currently dominating a portion of the slump area, which will allow the populations of rare plants to expand significantly.

Judge Anthony J. Russo approved the acceptance of the donated fee parcel of land pursuant to Chapter 1545 of the Ohio Revised Code prior to the Board's consideration.

**No. 15-12-197:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the acceptance of a donation of fee simple title of ±5 acres as hereinabove described, from Howard P. Kasdan, subject to the approval of the environmental assessment report and evidence of title, including exceptions to title, by the Chief Legal and Ethics Officer; further, that the Board authorize the Chief Executive Officer to execute agreements, together with supplemental instruments related thereon, if any, as deemed necessary or appropriate and in form acceptable to the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

- (g) ***Award RFP #6118-b: Euclid Beach and Villa Angela Beach Shoreline Improvements – Euclid Creek Reservation – Construction Manager at Risk***  
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Tammy Oliver, Director of Project Development)

**Background:**

On September 3, 2015 Cleveland Metroparks issued an RFQ for construction management firms to submit qualifications for the construction manager at risk for Euclid Beach and Villa Angela Beach Shoreline Improvements within the Euclid Creek Reservation.

**ACTION ITEMS (cont.)**

Staff is currently developing concepts for: Component 1) providing a permanent multi-phased swimming area at Euclid Beach / Villa Angela Beach, including Phase I, which includes an area to be complete and ready for use in 2016; and Component 2) construction of a new pier at Euclid Beach. Preliminary engineering has been performed by KS Associates, Inc. (Elyria, OH) and Baird, Inc. (Madison, WI) design team. The Construction Manager is being engaged during the design-development stage for the Euclid Beach / Villa Angela Beach swimming area and concept planning stage for Euclid Beach Pier.

The current concept under development for the Euclid Beach / Villa Angela Beach swimming area involves connecting several of existing off-shore breakwaters with a submerged “sill” to reduce wave action, scour and sand migration and to create a sustainable permanent swimming area. Future phases may include the further connection of off-shore breakwaters to expand the swimming area.

Concept plans for phased construction of a new pier at Euclid Beach have also been developed. Upon furthering the design process with staff and KS Associates, Inc., cost estimates, constructability and schedule will be prepared in coordination with the Construction Manager for the pier. As additional funding sources are identified, phased pier expansion may occur and be constructed by the Construction Manager.

The RFQ yielded 2 responding construction management firms. The firm’s statements of qualifications were reviewed by a review panel of Cleveland Metroparks staff, including Tammy Oliver, John Kilgore and Andy Simons. The review panel determined that both respondents to the RFQ were qualified to perform the requested work, therefore, both were short listed and proposals requested from each.

Cleveland Metroparks	
Euclid Beach and Villa Angela Beach Shoreline Improvements	
RFP# 6118-b	
Construction Manager at Risk	Short List
Haynes Construction, Inc.	x
Nerone & Sons, Inc.	x

Proposals from each short listed firm were received and reviewed by the project review panel. Additionally, both short listed firms were interviewed. The firms were then ranked in compliance with the Ohio Revised Code (“ORC”). As permitted by the ORC, both the qualifications of the firm and their proposed price are blended to produce a “best value” score. At the Metroparks election, qualifications are weighted at 80% and price at 20%. Below is a chart of the two short listed construction managers, and their correlating “best value” score.

**ACTION ITEMS (cont.)**

**RFP# 6118-b Results:**

Ranking	Construction Manager at Risk	Price (sum)	(1) Price Component	(2) Qualifications Component	(1)+(2) Best Value Score
1	Nerone & Sons, Inc.	\$162,713	20	76	96
2	Haynes Construction, Inc.	\$576,500	-30.9	70.4	39.5

The price reflected in the above table includes the preconstruction services fee, the preconstruction expenses, estimated general conditions costs (based on percentage of construction cost) and the construction manager fee (based on percentage of construction cost) for Components #1 and #2. Once construction documents are nearing finalization, staff will return to the Board to set a Guaranteed Maximum Price, at which time, inclusive of construction costs, the general conditions costs, and the construction manager fee will be finalized. Upon the negotiation of a contract with the recommended construction management firm, Nerone & Sons, Inc., the preconstruction services fee and preconstruction stage expenses will be established at \$27,530.

**RFP Analysis:**

Staff recommends the construction manager at risk contract be negotiated and awarded to Nerone & Sons, Inc., of Cleveland, Ohio. Nerone & Sons, Inc., (“Nerone”) who has been in business for sixty (60) years, has extensive construction management at risk and general contracting experience in Northeast Ohio. Nerone’s knowledge of the project was well demonstrated in the interview process, and their project team and goals align with Metroparks staff. Their understanding of the project, approach and methodology will prove valuable in the execution of the Euclid Beach and Villa Angela Beach Shoreline Improvements. Nerone’s experience with similar and complimentary projects, along with the competitive price associated with their services, establishes their team as the “best value” when ranked against the other short listed construction management firms.

**No. 15-12-198:**

It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to enter into a Guaranteed Maximum Price contract with Nerone & Sons, Inc., being ranked as the “best value” for RFP# 6118-b, Euclid Beach and Villa Angela Beach Shoreline Improvements, Euclid Creek Reservation, inclusive of \$27,530 for preconstruction stage compensation. In the event that a GMP contract cannot be negotiated with the construction manager, a contract would then be negotiated, per Ohio Revised Code, with the next ranked construction manager, who the Board, in its discretion, has reflected in the minutes as being the next ranked construction manager. Form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

**ACTION ITEMS (cont.)**

- (h) ***Award RFP #6119-b: Sulphur Springs Wetland Restoration Project – South Chagrin Reservation - Design Builder***  
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer, Chris Cheraso, Landscape Architect)*

**Background:**

On September 4, 2015 Cleveland Metroparks issued an RFQ for design-build teams to submit qualifications for the design and restoration of Sulphur Springs, adjacent wetlands and abandoned airfield within South Chagrin Reservation. The objective of the grant funded project is to restore approximately 3 acres of headwater wetlands, remove a 100’ culverted section of Sulphur Springs, and reforest an abandoned airfield. Cleveland Metroparks staff is acting as the criteria architect on the project.

The Sulphur Springs Headwater Wetland Restoration Project is funded by: - \$ 135,000 – Ohio Environmental Protection Agency (Ohio EPA) Section 319 (h) Nonpoint Source (Section 319) grant program.

The RFQ yielded 5 responding design-build teams. The team’s statements of qualifications were reviewed by a review panel of Cleveland Metroparks staff, including Sean McDermott, Terry Robison, John Reinier, Erik Shaffer and Chris Cheraso. Additionally, serving an advisory role was Christina Znidarsic, Watershed Coordinator at Chagrin River Watershed Partners, Inc.

The review panel determined a short list of three teams and requested proposals from each. Following receipt of the

proposal each short listed team was then interviewed. Following the interviews the proposals from each short listed design-build team were then ranked by the review panel in compliance with the Ohio Revised Code (“ORC”). As permitted by the ORC, both the qualifications of the firm and their proposed price are blended to produce a “best value” score. At Cleveland Metroparks election, qualifications are weighted at 80% and price at 20%. Below is a listing of the three short listed teams, and their correlating “best value” score.

Cleveland Metroparks Sulphur Springs Headwater Wetland Restoration Project RFQu #6119	
Design-Build Firm	Short List
Apex / Stephen Hovanscek & Associates	
Biohabitats, Inc. / Meadville Land Services	x
Davey Resource Group/ Marks Construction	x
Engineered Tech Solutions / Diggers of Ohio, LLC.	

**RFP# 6114-b Results:**

Ranking	Design-Build Team	Price (sum)	(1) Price Component	(2) Qualifications Component	(1)+(2) Best Value Score
1	Davey Resource Group/ Marks Construction	\$48,098	18.1	78.4	96.5

**ACTION ITEMS (cont.)**

2	Biohabitats, Inc. /Meadville Land Services	\$43,892	20	76.0	96.0
3	RiverReach Construction / GPD	\$104,205	-7.5	72	64.5

The price reflected in the above table includes the preconstruction services fee, the due diligence and design fees, the preconstruction expenses, estimated general conditions costs (based on percentage of construction cost), construction stage design fees (based on percentage of construction cost), and the design-builder fee (based on percentage of construction cost). Once construction documents are nearing finalization, staff will return to the Board to set a Guaranteed Maximum Price, at which time, inclusive of construction costs, the general conditions costs, construction stage design fees, and the design-builder fee will be finalized. Upon the negotiation of a contract with the recommended design-build firm, Davey Resource Group, the preconstruction services fee, due diligence and design fee, and preconstruction expenses will be established at \$31,340.

**RFP Analysis:**

Staff recommends the design-build contract be negotiated and awarded to Davey Resource Group, a division of **Davey Tree Expert Company** (“Davey”) of Kent, Ohio. Employee owned since 1979, The Davey Tree Expert Company is the largest employee-owned company in the state of Ohio and one of the top 20 largest in the US today. The Davey Tree Expert Company employs more than 7,000 people and provides ecological consulting services, tree, shrub, and lawn care, large tree moving, grounds management, and vegetation management services throughout North America. Davey Resource

Group’s experienced staff of environmental and urban forestry professionals provide: Ecological Surveys, Wetlands Delineation Studies, Endangered Species Surveys, Waterways Permitting Services, Stream and Wetlands, Restoration Design, Construction, and Monitoring, Mitigation Planning, Design, and Monitoring Habitat Restoration, and Invasive Vegetation Control. Davey has design-build experience with stream and wetland restoration projects throughout Northeast Ohio.

Marks Construction, Davey’s contractor has been a project partner on numerous design-build endeavors and has the project experience to deliver a first-class final product.

Due to Davey’s experience with similar and complimentary projects, their unique and innovative approach to the project, and their competitive price associated with their services, staff has determined that the Davey team is the “best value” when ranked against the other short listed design-build teams. Notwithstanding, the Biohabitats and RiverReach teams also submitted thorough proposals.

**ACTION ITEMS (cont.)**

**No. 15-12-199:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to enter into a Guaranteed Maximum Price contract with **Davey Tree Expert Company**, being ranked as the “best value” for RFP# 6119-b, Design-Building for Sulphur Springs Wetland Restoration at South Chagrin Reservation, inclusive of \$31,340 for preconstruction services fee, the due diligence and design fees, the preconstruction expenses. In the event that a GMP contract cannot be negotiated with the design-builder, a contract would then be negotiated, per Ohio Revised Code, with the next ranked design-builder, who the Board, in its discretion, has reflected in the minutes as being the next ranked design-builder. Form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

- (i) ***Award RFP #6134-b: Canal Basin Park Initial Greening Improvement Project – Ohio & Erie Canal Reservation – Construction Manager at Risk***  
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Tammy Oliver, Director of Project Development, Chris Cheraso, Landscape Architect)

**Background:**

On October 19, 2015 Cleveland Metroparks issued an RFQ for construction management firms to submit qualifications for the construction manager at risk for the initial greening of Canal Basin Park within the Ohio & Erie Canal Reservation.

The Metroparks is entering into a property adoption agreement with the City of Cleveland to facilitate the first phase of improvements of the subject site which shall be integrated into the larger Canal Basin Park. Cleveland Metroparks staff has prepared the concept plans for the project and will also produce the necessary construction documents for the project. The Construction Manager is being engaged during the concept stage of design to guarantee that the project is constructed within the available budget of \$300,000 and completed by summer of 2016. The project will be funded by the City of Cleveland Steelyard Commons TIF.

The construction of the improvements shall embrace the Cleveland Metroparks’ Green Infrastructure and Sustainability guiding principles recognized in the Cleveland Metroparks 2020 Emerald Necklace Centennial Plan. The improvements may include but are not limited to pavement removal, grading, trail construction, hardscape, flatwork and landscaping.

**ACTION ITEMS (cont.)**

The RFQ yielded 4 responding construction management firms. The firm’s statements of qualifications were reviewed by panel of Cleveland Metroparks staff, including Tammy Oliver, Bob Burichin and Chris Cheraso. The review panel determined a short list of three firms and proposals were requested from each.

Cleveland Metroparks	
Canal Basin Park Initial Greening Project	
RFP# 6134-b	
Construction Manager at Risk	Short List
F. Buddie Contracting	x
Nerone & Sons, Inc.	x
Regency Construction Services, Inc.	x
Weber Murphy Fox	

Proposals from each short listed firm were received and reviewed by the project review panel. Additionally, all short listed firms were then interviewed. The firms were then ranked in compliance with the Ohio Revised Code (“ORC”). As permitted by the ORC, both the qualifications of the firm and their proposed price are blended to produce a “best value” score. At Cleveland Metroparks election, qualifications are weighted at 80% and price at 20%. Below is a listing of the three short listed construction managers, and their correlating “best value” score.

**RFP# 6134-b Results:**

Ranking	Construction Manager at Risk	Price (sum)	(1) Price Component	(2) Qualifications Component	(1)+(2) Best Value Score
1	F. Buddie Contracting Ltd.	\$51,880	11	77.6	88.6
2	Nerone & Sons, Inc.	\$40,389	17.4	70.4	87.8
3	Regency Construction Services, Inc.	\$35,746*	20	67.2	87.2

The price reflected in the above table includes the preconstruction services fee, the preconstruction expenses, estimated general conditions costs (based on percentage of construction cost) and the construction manager fee (based on percentage of construction cost). Furthermore, the price reflected for F. Buddie Contracting Ltd. and Nerone & Sons, Inc. includes the markup on their planned self-performed work. Regency Construction Services, Inc. price does not include the overhead and profit associated with their subcontractor’s pricing (\*). Once construction documents are nearing finalization, staff will return to the Board to set a Guaranteed Maximum Price, at which time, inclusive of construction costs, the general conditions costs, and the construction manager fee will be finalized. Upon the negotiation of a contract with the recommended construction management firm, F. Buddie Contracting Ltd. the preconstruction services fee and preconstruction stage expenses will be established at \$2,000.

**RFP Analysis:**

Staff recommends the construction manager at risk contract be negotiated and awarded to **F. Buddie Contracting Ltd.**, of Cleveland, Ohio. F. Buddie Contracting Ltd. (“Buddie”), who has been in business for fifty-nine (59) years, has extensive park, trail, hardscape, and softscape general contracting experience in Northeast Ohio. Buddie’s knowledge of the project and history of work within and near the immediate project area was well demonstrated in the qualification, proposal and interview process, and their

**ACTION ITEMS (cont.)**

project team and goals align with Metroparks staff. Their understanding of the project, approach and methodology will prove valuable in the execution of the Canal Basin Park initial greening. Buddie's experience with similar and complimentary projects, along with the competitive price associated with their services, establishes their team as the "best value" when ranked against the other short listed construction management firms.

**No. 15-12-200:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to enter into a Guaranteed Maximum Price contract with **F. Buddie Contracting Ltd.**, being ranked as the "best value" for RFP #6134-b, Canal Basin Park Initial Greening Improvement Project, Ohio & Erie Canal Reservation, inclusive of \$2,000 for preconstruction stage compensation. In the event that a GMP contract cannot be negotiated with the construction manager, a contract would then be negotiated, per Ohio Revised Code, with the next ranked construction manager, who the Board, in its discretion, has reflected in the minutes as being the next ranked construction manager. Form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

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

Nays: None.

- (j) ***Award Bid# 6137: Cleveland Metroparks E. 55<sup>th</sup> Marina, Dock Renovations and Replacement, Lakefront Reservation***  
(*Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Andy Simons, Project Manager*)

**Background:**

In June of 2013, KS Associates, Inc. (KS) performed an engineering inspection of the existing shoreline structures at E. 55<sup>th</sup> Marina and Gordon Park. The resulting report documented the conditions of the revetments and floating docks at E. 55<sup>th</sup> Marina. Since that time additional documentation has been performed on both "A" and "B" dock of the marina demonstrating that investment is warranted in the floating dock systems.

Additionally, with the adoption of the Lakefront Master Plan, new courtesy docks were identified as a central amenity at the improved E. 55<sup>th</sup> Marina facility. Coupled with the recent and forthcoming improvements at the marina, the rehabilitation of "A" dock and "B" dock along with the construction of courtesy docks, in conjunction with a new fuel dock, demonstrates the continued investment taking place at the popular marina facility.





**ACTION ITEMS (cont.)**

Following the receipt of bids, staff recommends that the E. 55<sup>th</sup> Marina, Dock Renovations and Replacement (Bid # 6137) be awarded to Nerone & Sons, Inc. of Warrensville Heights, Ohio. Nerone & Sons, Inc. is a well-established local site and civil contractor and has successfully performed for the Cleveland Metroparks in the past on projects such as the Baldwin Dam Phases 1, 2, and 3, Euclid Creek Reservation slope stability project, and various river ford reconstructions in the Rocky River Reservation, and is currently completing work on the Flats Water Taxi Docks.

Furthermore, staff recommends award of lump sum bid Alternates No. 3, 4 and 7 in addition to establishing allowances for the award of unit price Alternates No. 1, 2, 6 and 10 in the amounts of \$14,500, \$14,700, \$6,900, and \$27,500, respectively. If the aforementioned BIG grant is awarded to the Cleveland Metroparks, staff will follow procurement procedures for instituting a change order for addition of the work to the contract.

**No. 15-12-201:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to enter into a contract with **Nerone & Sons, Inc.** as the lowest and best bidder for **Bid #6137, E. 55<sup>th</sup> Marina, Dock Renovations and Replacement**, Lakefront Reservation in the amount not to exceed \$672,735, which is inclusive of lump sum Alternates No. 3, 4 and 7 (which prices are established above and in the bid file) and unit price Alternates No. 1, 2, 6 and 10 (which prices are established above and in the bid file) with associated allowances established in the amounts of \$14,500, \$14,700, \$6,900, and \$27,500, respectively. 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.

Vote on the motion was as follows:

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

Nays: None.

**(k)** ***Award Bid# 6139: Cleveland Metroparks Zoo Sea Lion Exhibit Renovations***  
(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer/Andy Simons, Project Manager)

**Background:**

The Seal and Sea Lion Exhibit at Cleveland Metroparks Zoo was built in 1982. The exhibit consists of a large outdoor pool surrounded by a 42-inch high rock wall from behind which guests view the animals. In an effort to increase animal safety, six feet of netting extending above the rock wall was installed around the perimeter in 2012. This netting extends above the rock wall and serves as deterrent to prevent items from falling into the pool.

**ACTION ITEMS (cont.)**

While functional, the net is not aesthetically pleasing and does not completely eliminate the potential for items to fall into the pool. In late 2014 Zoo staff proposed removing the original rock wall and installing glass walls completely around the perimeter of the pool. The proposed change would enhance safety of both animals and guests and would increase the viewing experience and provide more universally accessible viewing opportunities for the space.

The exhibit renovations will include removing and replacing the existing columns and netting with a glass wall. In addition, the wall in the main viewing area will be lowered. Alternate No. 1 is for removal of the interior stone wall dividing the pool area and Alternate No. 2 is for the removal of additional stone wall and replacing with glass.

The proposed work is to be complete by April 15, 2016, allowing for the exhibit to be open for the 2016 season. The on-site work is to be completed during the period of March 1<sup>st</sup> and April 15<sup>th</sup> to minimize the exhibits closure from use by the sea lions.

**Bid Results:**

On December 3, 2015 sealed bids were received for the Zoo Sea Lion Exhibit Renovations. The results of the bidding are summarized below:

<b>Contractor</b>	<b>Total</b>	<b>Alternate No. 1</b>	<b>Alternate No. 2</b>
Whitehouse Construction	\$239,500	\$19,000	\$16,000
Apex Construction	\$323,000	\$41,000	\$20,000
* Engineer's Estimate	\$240,000		

Whitehouse Construction is known to Cleveland Metroparks as having successfully completed renovations to Manakiki Golf Course Club House and the Lakefront management building. Whitehouse Construction has been in business since 1968 engaged in construction and renovation for both public and private clients.

**No. 15-12-202:**

It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to enter into a contract with **Whitehouse Construction** as the lowest and best bidder for **Bid #6139, Sea Lion Exhibit Renovation**, Cleveland Metroparks Zoo for the lump sum amount of \$255,500, which is inclusive of bid Alternate No. 2. 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.

Vote on the motion was as follows:

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

**ACTION ITEMS (cont.)**

- (1) ***Award Bid# 6140: Cleveland Metroparks Zoo HVAC Removal and Replacement at Gum Leaf Hideout and Steffee Center for Zoological Medicine***  
*(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer/Andy Simons, Project Manager)*

**Background:**

Improvements and upgrades continue to be made to the Zoo's HVAC systems annually. The Steffee Center for Zoological Medicine Unit #4 roof top unit replacement will allow for the proper room conditioning during summer seasons. Conversely, the HVAC system in the Gum Leaf Hideout in Australian Adventure, which houses the koala collection, has been struggling to maintain minimum temperatures during winter periods of freezing weather which in turn required temporary supplemental heat sources to maintain required temperatures. Its replacement will rectify this issue.

The schedule for these projects will be in two stages. The Steffee Center work is to be completed by May 31, 2016 allowing for the building's air conditioning to be functioning for the summer season. The Gum Leaf Hideout will be completed during the period between July 1, 2016 and August 31, 2016 to accommodate the specific temperature needs of the koala bears.

**Bid Results:**

On December 3, 2015 sealed bids were received for the Zoo HVAC Removal and Replacement at Gum Leaf Hideout and Steffee Center. The results of the bidding are summarized below:

<b>Contractor</b>	<b>Total</b>
T.H. Martin, Inc.	\$439,400
ABC Piping Co.	\$461,795
* Engineer's Estimate	\$474,500

T.H. Martin, Inc. has performed on Cleveland Metroparks projects in the past, including at the Steffee Center general maintenance, Rainforest and Roaring Lion Café. T.H. Martin, Inc. has been in business for 30 years and specializes in HVAC new construction, renovations and remodels of commercial properties. T.H. Martin, Inc. has completed several notable projects including contracts at American Greetings, Cleveland State University and Case Western Reserve University.

- No. 15-12-203:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to enter into a contract with **T.H. Martin, Inc.** as the lowest and best bidder for **Bid #6140, HVAC Removal and Replacement at Gum Leaf Hideout and Steffee Center**, Cleveland Metroparks Zoo for the lump sum amount of \$439,400. 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

**ACTION ITEMS (cont.)**

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.

Vote on the motion was as follows:

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

- (m) ***RFP #6129: Management Services for Volleyball Court Operations***  
*(Originating Source: Joseph V. Roszak, Chief Operating Officer)*

**Background**

Cleveland Metroparks is seeking to obtain a management services entity for the volleyball league play during the volleyball season at Wendy Park and E. 55<sup>th</sup> Street Marina for a three year period (2016 through 2018).

**Proposals Received re: RFP#6129**

Proposals were received for the management services for volleyball court operations. Cleveland Metroparks was very pleased to receive strong proposals from two highly respected management operations within northeast Ohio, namely (1) Cleveland Plays Inc. and (2) Hermes Sports & Events, Inc.

The proposals are summarized as follows for a **3-year term**

	<b><u>Cleveland Plays</u></b>	<b><u>Hermes</u></b>
<i>Year 1 Annual Remittance</i>	<b>±\$20,000</b>	<b>\$20,000</b>
<i>Year 2 Annual Remittance</i>	<b>\$10,000</b>	<b>\$26,000</b>
<i>Year 3 Annual Remittance</i>	<b>\$10,000</b>	<b>\$29,000</b>
<b><i>Capital Investment</i></b>	<p>±\$10,000 (year 1), \$20,000 (year 2) and \$20,000 (year 3) (total of \$50,000)</p> <p>2016 – ±\$10,000 – Shed to store equipment at Wendy Park</p> <p>2017 – \$20,000 - Upgrade lighting for courts.</p> <p>2018 – \$20,000- Fencing along courts and bathroom (partnership with park)</p>	<p>\$8,000 (year 1), \$6,000 (year 2) and \$6,000 (year 3) (total of \$20,000)</p> <p>2016 - \$8,000 – Nets, new sand, tables, landscaping, shed and bleachers</p> <p>2017- \$6,000 - New sand and landscaping</p> <p>2018 – \$6,000 - New sand and landscaping</p>
<b><i>Value Added</i></b>	<p>Will increase remittance if capital dollars not spent in given year.</p> <p>Phone app for online reservations, weather and cancellations</p>	<p>Will increase remittance if capital dollars not spent in given year.</p>
<b><i>Notes</i></b>	<p>Cleveland Plays would like to defer any capital funds towards a CXT bathroom installation as an alternate.</p>	
<b><i>Total Value to Cleveland Metroparks</i></b>	<b>Three year commitment = \$90,000</b> (\$40,000 remittance, \$50,000 capital)	<b>Three year commitment = \$95,000</b> (\$75,000 remittance, \$20,000 capital)

**ACTION ITEMS (cont.)****Evaluation of Proposal**

To provide Cleveland Metroparks with an opportunity to enhance the volleyball experience for league play and to capture the overall best value to the public, Cleveland Metroparks issued RFP #6129 to seek proposals for a *three (3)* year contract term, with potential for a longer contract term. In reviewing the submitted proposals, Cleveland Metroparks staff considered the following criteria:

- Background, experience, references and professional capability of the proposers
- Business Strategy
- Proposed capital investment/improvements
- Rate and amount of financial return
- Website capabilities for online sign up
- General customer service to clients
- Creativeness to think outside of the box

Based upon the above criteria, staff recommends Cleveland Plays Inc., as the management service entity for Volleyball Court Operations for the following reasons:

- Over 15 years of volleyball league play experience echoed across two positive references and visible chemistry and enthusiasm among their executive team.
- In addition to online reservations, cancellations, and notifications through their website, Cleveland Plays offers a phone app.
- Proactive about securing bocce ball interaction at E. 55<sup>th</sup> Marina (plans to start bocce ball leagues – may be the first in the Cleveland area).
- Manages additional league play under Mullberry's located on the West Bank of the Flats.
- Commitment to enhancing the wellbeing of children within the City of Cleveland by donating to their non-profit programs for 15 years (sporting programs).
- Commitment to fostering a long-term partnership with Cleveland Metroparks from local programming and events to regional and national marketing.
- Partner with Cleveland Metroparks to install CXT bathroom.

**No. 15-12-204:**

It was moved by Vice President Rinker, seconded by Vice President Berry 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 **Cleveland Plays, Inc.** for its highest and best proposal, as summarized above and maintained in the proposal file for RFP #6129, for the Volleyball Court Operations at Wendy Park and E. 55<sup>th</sup> Street Marina, for a three-year period from January 1, 2016 through December 31, 2018, with a **total three-year commitment of \$90,000** (rent remittance to Cleveland Metroparks of \$40,000, and a total of \$50,000.00 for capital investments), with an option to renew for up to three (3) year term(s).

Vote on the motion was as follows:

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

Nays: None.

**AWARD OF BIDS:****No. 15-12-205:**

It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the following bid awards:

- (a) **WSCA/NASPO:** **Goodyear Tires** for various equipment and vehicles to be supplied on an “as needed” basis from February 1, 2016 through January 31, 2017 to various locations throughout Cleveland Metroparks (see page **80845**);  
**Co-Op #6051**
- (b) **RFP #6115:** **Online Reservation System** (see page **80846**);
- (c) **BID #6142:** **Various Fresh Food Items** to be supplied on an “as needed” basis to various food service locations throughout Cleveland Metroparks for a two (2) year period beginning January 1, 2016 through December 31, 2017, with an option to renew for two (2) additional years (see page **80848**);
- (d) **BID #6145:** **Asphaltic Concrete** to be supplied on an “as needed” basis from January 1, 2016 through December 31, 2016 to various locations throughout Cleveland Metroparks (see page **80850**);
- (e) **BID #6146:** **Concrete** to be supplied on an “as needed” basis from January 1, 2016 through December 31, 2016 to various locations throughout Cleveland Metroparks (see page **80851**);
- (f) **Sole Source #6153:** **2016 Beer, Wine and Spirits for Resale** (see page **80852**); and
- (g) **BID #6154:** **Estimated 2016 Postage** for Presort and First Class mailing from U.S. Postmaster (see page **80853**).

Vote on the motion was as follows:

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

Nays: None.

**AWARD OF BIDS (cont.):**

**WSCA/NASPO CO-OP #6051 SUMMARY:** **GOODYEAR TIRES** for various equipment and vehicles to be supplied on an “as needed” basis from February 1, 2016 through January 31, 2017 to various locations throughout Cleveland Metroparks

<b><i>--- HIGHLIGHTS AT A GLANCE ---</i></b>
2014-2015 Expenditures = \$75,000
2015-2016 Estimate = \$80,000

**Background:**

Cleveland Metroparks purchases Goodyear tires for various equipment and vehicles throughout the Park District. Staff recommends leveraging the Western State Contracting Alliance (WSCA)/NASPO Cooperative Agreement contract number MA208 for a one (1) year period beginning February 1, 2016 through January 31, 2017.

**RECOMMENDED ACTION:**

That the Board authorize an award for the purchase of Goodyear tires for various equipment and vehicles from **Conrad’s Wholesale Tire, Wingfoot Commercial Tire Sys./Goodyear, and Sylvester Truck & Tire** for a total amount not to exceed **\$80,000** in full utilization of the Western State Contracting Alliance (WSCA)/NASPO Cooperative Agreement, contract number MA208 and Cleveland Metroparks purchasing policies.

**(See Approval of this Item by Resolution No. 15-12-205 on Page 80844)**



**AWARD OF BIDS (cont.):****RFP #6115 SUMMARY: ONLINE RESERVATION SYSTEM****Background**

Cleveland Metroparks solicited proposals from qualified organizations interested in entering into a contract for providing an online reservation system which is capable of reserving pavilions, shelters, and other items such as permits and other relatable online activities within the Park District. The software should also include capability for other online services (as needed) for future transactions and be compatible with other systems currently introduced at Cleveland Metroparks.

**Proposals Received**

On July 30, 2015, Cleveland Metroparks issued a proposal for an Online Reservation System. The proposal concluded on August 21 at 2:00 PM EST.

Responsive suppliers are listed below with a table showing cost, ranking, and critical features. The proposal included a Total Score Percentage (TSC) which was used to benchmark the most beneficial proposal.

Criteria, vendor implementation plan and vendor stability/experience were derived by looking at the list of requirements the proposal originally had and aligning them to see who had the most available amount of features. Local presence was based on the direct response if they were in the Northeast Ohio area and cost was derived by taking the first full year of fees and/or implementation/maintenance costs.

Vendor	Criteria	Best Overall Cost	Vendor Implementation Plan	Vendor Stability/ Experience	Local Presence	Total
Active	35%	25%	10%	10%	0%	80%
OutBound	30%	20%	10%	10%	0%	70%
Tyler	15%	30%	5%	5%	0%	55%
US eDirect	40%	0%	0%	10%	0%	50%
Trait	15%	10%	4%	5%	10%	44%
Tesis	15%	15%	4%	5%	0%	39%
NaviSite	15%	5%	4%	5%	0%	29%
Inncrewin Technologies,LLP	15%	5%	4%	5%	0%	29%

**Evaluation of Proposal**

Cleveland Metroparks staff considered the following criteria:

- Ability of supplier to deliver product and service in accordance to specifications; and their history of innovations in cost and implementation.
- Overall cost of the solution taking into account:
  - Total equipment cost (if applicable)
  - Total maintenance cost
  - Inclusion of all necessary & related fees

**AWARD OF BIDS (cont.):**

- Local Presence (for both local vendors and proximity of key technicians)
- Supplier’s implementation and selection plan (type of equipment, etc.)
- Supplier’s stability and experience

Total cost breakdown is as follows for Active Network:

<u>Quantity</u>	<u>Item</u>	<u>Unit Price</u>	<u>Extended Price</u>
1	One Time Setup Fee	\$ 45,400.00	\$ 45,400.00
1	Financial Export	\$ 1,400.00	\$ 1,400.00
1	3rd Party Data Conversion Package	\$ 9,800.00	\$ 9,800.00
1	3rd Party Integration & Discovery & SOW Development	\$ 1,574.00	\$ 1,574.00
2	ACTIVE Terminals	\$ 292.00	\$ 584.00
1	3rd Party Processing Setup	\$ 1,400.00	\$ 1,400.00
1	Estimated Fees for 2016	\$ 11,160.66	\$ 11,160.66
Total			\$ 71,318.66

*Fees estimated at 11,160.66, but allows room for buffer, additional programs (paid by other departments.)*

Funding Source: 1370-57406

Based upon the selection criteria regarding innovation, cost, presence, references, plan, and implementation, Cleveland Metroparks staff recommends Active Network as the solution for an online reservation system.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **Active Network** for the best proposal, as summarized above and maintained in the bid/proposal file for RFP #6115, for the online reservation system **for a total investment cost of \$71,318.66.**

**(See Approval of this Item by Resolution No. 15-12-205 on Page 80844)**

**AWARD OF BIDS (cont.):**

**BID #6142 SUMMARY:** **VARIOUS FRESH FOOD ITEMS** to be supplied on an “as needed” basis to various food service locations throughout Cleveland Metroparks for a two (2) year period beginning January 1, 2016 through December 31, 2017, with an option to renew for two (2) additional years

<b>- - - HIGHLIGHTS AT A GLANCE - - -</b>
<b>2015 Expenditure = \$350,000.00</b>
<b>2016 – 2017 Estimate = \$700,000.00</b>

**Background**

This bid requires the awarded supplier(s) to supply various fresh food items (non-frozen goods, organic and antibiotic free, locally produced, ect. ) to Cleveland Metroparks on an “as needed” basis from January 1, 2016 through December 31, 2017 and the bid was reviewed by + 35 suppliers of which the Park District received five (5) bids.

The bid sourced a sampling of approximately 80% of fresh food products (but not limited to) that may be ordered by various establishments. Pricing of products was based on time the bid was submitted and may vary throughout the two year contract. Pricing in the bid provided a guide on how pricing may differ from one supplier to another. The entire spreadsheet, recording all bids and alternatives submitted, is on file in the Procurement Office.

Sample of products listed below with associated supplier:

ITEM	Supplier	Catanese Classic Seafood		Premier Produce One		Northern Haserot		Avalon Foodservice Inc.		Paragon Foods		
		ESTIMATED QUANTITY	UNIT COST		UNIT COST		UNIT COST		UNIT COST		UNIT COST	
7 oz. Chicken Breast		6000		/LB		/LB	\$3.77	/LB	\$3.35	/LB	\$3.30	/LB
Ground Beef		1500		/LB		/LB	\$2.17	/LB	\$2.83	/LB		/LB
Ground Pork		1000		/LB		/LB	\$2.78	/LB	\$1.66	/LB		/LB
Sliced Bacon		3500	\$5.99	/LB		/LB	\$3.13	/LB	\$3.27	/LB	\$3.39	/LB
8oz Beef Patty		8500		/LB		/LB	\$3.37	/LB	\$3.62	/LB		/LB
Salmon Fillet		750	\$4.99	/LB		/LB	\$6.52	/LB		/LB		/LB
PEI Mussels		350	\$2.19	/LB		/LB	\$2.20	/LB		/LB		/LB
Lake Erie Yellow Perch		3000	\$9.89	/LB		/LB	\$13.60	/LB		/LB		/LB
Walleye Pike		6500	\$9.49	/LB		/LB	\$12.62	/LB		/LB		/LB
Heavy Whipping Cream		1200		/QT	\$3.73	/QT	\$4.14	/QT	\$4.78	/QT	\$3.30	/QT
Smoked Cheddar Cheese		450	\$3.29	/LB	\$5.25	/LB	\$3.55	/LB	\$3.33	/LB		/LB
Shell Eggs		5400		/DZ	\$1.97	/DZ	\$2.30	/DZ	\$2.07	/DZ	\$3.00	/DZ
Lettuce Blend		5000		/LB	\$3.75	/LB	\$2.69	/LB	\$3.53	/LB	\$0.86	/LB
Tomatoes		5000		/LB	\$2.92	/LB	\$2.53	/LB	\$1.37	/LB		/LB
Idaho Potatoes		12000		/LB	\$0.32	/LB	\$0.41	/LB	\$0.41	/LB	\$0.34	/LB
Zucchini Squash		500		/LB	\$0.61	/LB	\$1.28	/LB		/LB	\$0.83	/LB

**(See Approval of this Item by Resolution No. 15-12-205 on Page 80844)**

**AWARD OF BIDS (cont.):**

**BID #6145 SUMMARY:** ASPHALTIC CONCRETE to be supplied on an “as needed” basis from January 1, 2016 through December 31, 2016 to various locations throughout Cleveland Metroparks

<b>--- HIGHLIGHTS AT A GLANCE ---</b>
2015 Expenditures = \$200,000
2016 Estimate = \$300,000 (1)

(1) The 2016 estimate includes miscellaneous patches and repairs of roads and asphalt trails, as well as specific infrastructure rehabilitation, estimated at ±\$300,000.

<b>Bid results as follows:</b>	<b>Allied Bedford</b>	<b>Allied W. 3<sup>rd</sup> St.</b>	<b>Allied W. 150<sup>th</sup></b>	<b>Allied Copley</b>
301 Virgin Materials (per ton)	\$65.20	\$64.60	\$65.20	\$61.00
301 with Recycled Materials (per ton)	\$50.50	\$51.25	\$51.25	\$48.00
448-2 Virgin Materials (per ton)	\$65.75	\$65.75	\$65.75	\$63.70
448-2 with Recycled Materials (per ton)	\$51.50	\$52.25	\$52.25	\$50.00
448-1 Virgin Materials (per ton)	\$72.50	\$71.25	\$72.50	\$70.25
448-1 with Recycled Materials (per ton)	\$60.25	\$61.25	\$61.25	\$59.75
Tack (per gallon)	\$6.25	\$6.25	\$6.25	\$6.25
5 gallon buckets	Included	Included	Included	Included

Prices displayed above represent a comprehensive split award since frequently during the paving season the awarded low vendor cannot supply product demands in a timely manner (due to other customers picking up loads at the same time) and the second low bidder must be utilized (at the bid secured price) to complete jobs already in process. Proximity to the job also will have a bearing on which plant is utilized and selected. This decision will be made at the discretion of the Director of Construction.

This recommendation for award reflects 0% change in price structure for 2016 compared to 2015.

**RECOMMENDED ACTION:**

That the Board authorize an award for asphaltic concrete, as noted in Bid #6145 Summary, to be supplied as needed beginning January 1, 2016 and extending through December 31, 2016 to the lowest and best bidder, **Allied Corporation, Inc.** at the unit costs shown in the summary for a **total amount not to exceed \$300,000**. In the event this vendor cannot satisfy the bid, the award will be given to the next bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety. In the event the log of consumption approaches 90 percent of the estimate, an action item will presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 15-12-205 on Page 80844)**

**AWARD OF BIDS (cont.):**

**BID #6146 SUMMARY:**     **CONCRETE** to be supplied on an “as needed” basis from January 1, 2016 through December 31, 2016 to various locations throughout Cleveland Metroparks

<i>--- HIGHLIGHTS AT A GLANCE ---</i>
2015 Expenditures = \$75,000
2016 Estimate = \$100,000 (1)

(1) The 2016 estimate includes miscellaneous patches and repairs of roads and asphalt trails, as well as specific infrastructure rehabilitation, estimated at ±\$100,000.

The awarded bidder will supply and pour up to \$100,000 of 3000 psi, 3500 psi, 4000 psi, 4500 psi, Class C, LSM 50, and LSM 100 (all based on per yard costs) concrete as well as additives, additional services and colors at specified locations throughout Cleveland Metroparks on an "as needed" basis. The concrete will be used by Park District personnel for various projects such as footers, pads and other concrete pours.

The lowest and best bid submitted reflects ±17% increase over 2015 cost.

<b>CONCRETE TYPE</b>	<b>3000 psi</b>	<b>3500 psi</b>	<b>4000 psi</b>	<b>4500 psi</b>	<b>Class C</b>	<b>LSM 50</b>	<b>LSM 100</b>
2015	\$85.00	\$83.00	\$84.50	\$86.25	NA	\$63.00	\$65.00
2016	\$95.00	\$98.00	\$101.00	\$104.00	\$102.00	\$74.00	\$76.00

\*Prices for additives, additional services and colors are on file with Director of Procurement

The bid was sourced to ±15 suppliers and Cleveland Metroparks only received one bid from Medina Supply Company.

When previous competitors were queried as to their lack of participation a common response was that they cannot compete with Medina Supply Company’s discounted rates. This note gives even greater credibility to Medina’s bid.

**RECOMMENDED ACTION:**

That the Board authorize an award of Bid #6146 to the lowest and best bidder, **Medina Supply Company**, for the supply of concrete for the period beginning January 1, 2016 extending through December 31, 2016, at the unit costs specified in the summary and bid file, **for a total cost not to exceed \$100,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 15-12-205 on Page 80844)**

**AWARD OF BIDS (cont.):**

**SOLE SOURCE #6153 SUMMARY: 2016 BEER, WINE AND SPIRITS FOR RESALE**

<b>- - HIGHLIGHTS AT A GLANCE - -</b>
2015 Expenditures = \$305,000
2016 Estimate = \$385,000

This item provides for various beer, wine and spirits to be resold at Cleveland Metroparks restaurants, concessions, golf courses, and special events on an “as-needed” basis throughout the 2016 season.

The sole source purchase of the various brands are exclusively sold in Northeast Ohio by the distributors listed in the table below. The mix and selected vendor allocations will be evaluated per event and/or per location to effectively and efficiently provide for the relevant target market(s) specific to each initiative.

The following is a summary of the anticipated vendors. Actual expenditures for a given vendor will depend on attendance determined at the location or during specific events. Therefore the recommendation authorizes an overall “not to exceed” \$385,000 amount, versus a specific spend allocation by vendor. Any singular purchase order for these items presented previously on the Board’s \$10,000 - \$50,000 list has been closed. It is the intention of staff to have all such purchases centralized under this action.

**Anticipated Vendors for Beer, Wine and Liquor/Spirits** *(include but are not limited to):*

<u>Distribution Center</u>	<u>Brand</u>
Cavalier Distributing	Fat Heads and other certain craft beer
Superior Beverage	Great Lakes and other certain craft beer
Beverage Distributors	Miller
House of LaRose	Budweiser
Heidelberg Cleveland	Wine, certain craft beer, low proof spirits
Amar Enterprises	Approved liquor store from State of Ohio for Merwin’s Wharf
R.L. Lipton	Corona and other certain craft beer
Dave’s Supermarket	Approved liquor store from State of Ohio for E. 55 <sup>th</sup> Marina

**RECOMMENDED ACTION:**

That the Board approve the purchase of various sole source beer, liquor, wine and other miscellaneous spirits for a total cost not to exceed \$385,000 for the period of January 1, 2016 through December 31, 2016.

**(See Approval of this Item by Resolution No. 15-12-205 on Page 80844)**

**AWARD OF BIDS (cont.):**

**SOLE SOURCE #6154 SUMMARY:**      **ESTIMATED 2016 POSTAGE** for Presort and First Class mailing from U.S. Postmaster

<i>---- HIGHLIGHTS AT A GLANCE ----</i>
2015 Expenditure -- \$126,055
2016 Estimate -- \$200,800

Cleveland Metroparks currently uses the services of the United States Postmaster for the mailing of both presort and first class mail.

**PRESORT MAIL POSTAGE**

A total of \$146,000 is estimated for the Park District's 2016 Presort Mail expenses to accommodate the mailing of publications offered by Cleveland Metroparks (primarily the "Emerald Necklace [monthly] Newsletter").

**FIRST CLASS POSTAGE**

First Class postage for the Park District is estimated at \$54,800 (\$50,000 Administration; \$4,000 Zoo; \$800 Rangers) for 2016. First Class postage is used primarily for outgoing office mail including daily correspondence, bid specifications, vendor payments, news releases and reservation confirmations.

1305 – (Presort Mail) Administration Office	\$146,000
1305 – (First Class) Administration Office	50,000
1710 – (First Class) Zoo Administration	4,000
1630 – (First Class) Ranger Department	<u>800</u>
<b>TOTAL BUDGET ALLOCATION</b>	<b>\$200,800</b>

**RECOMMENDED ACTION:**

That the Board approve **U.S. Postmaster** as a Sole Source supplier of Presort and First Class Postage during 2016, for a total cost not to exceed **\$200,800** as itemized in the Sole Source #6154 Summary. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 15-12-205 on Page 80844)**

**SERVICES (\$10,000 - \$50,000) ACQUIRED**  
**SINCE LAST BOARD MEETING (Presented 12/17/15)**

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

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Furnish and install 19 ¾” laminated glass at aviary area in Zoo.	<b>Complete Glass and Mirror</b>	<b>\$16,670.00</b>	<b>(7)</b>
16 i-PAD Air wi-fi+ cell phones and 16 survivor all-terrain case/stands for Zoo Education.	<b>PCM-G</b>	<b>\$10,288.00</b>	<b>(7)</b>
2015 estimated property tax – Lake County.	<b>Lake County Treasurer</b>	<b>\$12,200.00</b>	<b>(3)</b>
Professional service agreement for facility assessment and conceptual architectural design of the historic US Coast Guard Station.	<b>City Architecture</b>	<b>\$26,500.00</b>	<b>(5)</b>
Kenwood mobile radios for unmarked ranger cruisers (includes mount, mount antenna, and connectors).	<b>Vasu Communications</b>	<b>\$11,345.10</b>	<b>(2)</b>
Various zoo grains to be supplied on an “as needed” basis for a six (6) month period to Cleveland Metroparks Zoo.	<b>Western Reserve Farm Coop</b>	<b>\$50,000.00</b>	<b>(7)</b>
Hustler super “Z-72” mower with flex forks.	<b>Baker Vehicle Systems</b>	<b>\$11,266.00</b>	<b>(2)</b>
GIS services to include decouple content, simplification of code base and documentation of high-level structure.	<b>Substrate Websoft</b>	<b>\$23,100.00</b>	<b>(3)</b>



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

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Additional repairs to skylight replacement on barn roof at Timberlane Farms.	<b>Industrial First, Inc.</b>	<b>\$27,800.00</b>	<b>(7)</b>
	<b>Additional ...</b>	<b><u>11,700.00</u></b>	
		<b><u>\$39,500.00</u></b>	
“Clearspan” fabric tension dome structure for rock salt storage with stamped engineered drawing and 25’ end wall at E. 72 <sup>nd</sup> Lakefront Management Center.	<b>Engineering Services and Products</b>	<b>\$12,759.00</b>	<b>(7)</b>
2016 GMC Sierra ½ ton pick up truck for Bedford Reservation.	<b>Buick GMC of Beachwood</b>	<b>\$21,769.50</b>	<b>(2)</b>
Janitorial and carpet cleaning services for a one year period not to exceed \$20,000 beginning January 1, 2016, ends December 31, 2016.	<b>Crystal Clear Building Service</b>	<b>\$20,000.00</b>	<b>(7)</b>
Tear off and replacement of shingle roof at the Palava Hut (zoo) – more roof repair/rotted plywood found under existing than anticipated.	<b>Second to None, Inc.</b>	<b>\$28,160.00</b>	<b>(7)</b>
	<b>Additional....</b>	<b><u>8,285.00</u></b>	
		<b><u>\$36,445.00</u></b>	
2015 estimated property tax – Cuyahoga County.	<b>Cuyahoga County Treasurer</b>	<b>\$14,800.00</b>	<b>(3)</b>
Tree removal along Rocky River Reservation All Purpose Trail (15 trees).	<b>Vancuren Services, Inc.</b>	<b>\$14,830.00</b>	<b>(7)</b>
Six month mobile trailer rental for Ranger unit at Timberlane Farms. Adding aluminum bottom skirting.	<b>Apple Mobile Leasing, Inc.</b>	<b>\$12,350.00</b>	<b>(7)</b>
		<b><u>2,760.00</u></b>	
		<b><u>\$15,110.00</u></b>	

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

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

**CONSTRUCTION CHANGE ORDERS (12/17/15)**

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

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

<u>Contract</u> <u>Seneca Golf Course</u> <u>Improvements</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order No.</u>
Original Contract Agreement = \$620,585.00	Install additional cart path and limestone screenings	Digioia Suburban Excavating LLC	No. 4
<u>Revised Contract Amount:</u> Change order #1 Added \$0 Total value revised to \$620,585.00			
<u>Revised Contract Amount:</u> Change order #2 Added \$1,849.89 Total value revised to \$622,434.89			
<u>Revised Contract Amount:</u> Change order #3 Added \$0 Total value revised to \$622,434.89			
<u>Revised Contract Amount:</u> Change order #4 Added \$12,441.28 Total value revised to \$634,876.17			

<u>Contract</u> <u>Water Taxi Site</u> <u>Improvements</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order No.</u>
<p>Original Contract Agreement = \$1,003,000.00</p> <p><u>Revised Contract Amount:</u> Change order #1, 2, 3 Added \$124,321.22 Total value revised to \$1,127,321.22</p> <p><u>Revised Contract Amount:</u> Change order #4 Added \$12,435.00 Total value revised to \$1,139,756.22</p>	<p>Extension of water line to dock, electrical junction boxes, raise 5 manholes to grade elevation.</p>	<p>Nerone and Sons, Inc.</p>	<p>No. 4</p>
<p><u>Contract</u> <u>Mill Creek Connector</u> <u>phase 2</u></p>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order No.</u>
<p>Original Contract Agreement = \$3,293,000.00</p> <p><u>Revised Contract Amount:</u> Change order #1, 2, 3 Added \$105,170.59 Total value revised to \$3,398,170.59</p> <p><u>Revised Contract Amount:</u> Change order #4 Added \$7,380.24 Total value revised to \$3,405,550.83</p>	<p>Revise quantity and placement of plantings.</p>	<p>Independence Excavating</p>	<p>No. 4</p>

**INFORMATION/BRIEFING ITEMS/POLICY.**

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

**Priscila A. Rocha, Assistant Legal Counsel**

In July 2015, Priscila Rocha joined Cleveland Metroparks "Legal Team" as Assistant Legal Counsel. Just prior to coming to Cleveland Metroparks, Priscila was a civil litigation Associate Attorney for Benesch, Friedlander, Coplan & Aronoff LLP. While employed there, she served as the lead attorney in successfully negotiating a favorable settlement on behalf of a client in an \$80,000 breach of contract matter. She also successfully obtained summary judgment dismissals on behalf of her clients, argued and won numerous motions, and efficiently managed all phases of discovery. Prior to attending law school, Priscila spent several years in managerial positions in both the healthcare industry and the military. Priscila holds a B.A in political science (*cum laude*) from Cleveland State University, and a J.D. (*cum laude*) from Cleveland-Marshall College of Law. She also served as a submissions editor for the Journal of Law and Health at Cleveland-Marshall.

**Tammy M. Oliver, Director of Project Development**

Tammy Oliver recently joined the staff of Cleveland Metroparks as the Director of Project Development. Tammy brings to her position a wealth of knowledge and experience. She was most recently employed at MRN Ltd. in the areas of development, property management, leasing and marketing. She coordinated multiple real estate development projects, including new construction, historic renovation and public spaces using green building practices. Tammy also managed a portfolio of mixed-use properties, including over 900,000 square feet of commercial space and 474 apartments, driving residential occupancy from 70% to 100. She led a five-person leasing and property management team with full hiring, training and management responsibilities for each team member and supervised a ten person maintenance team. Tammy completed a comprehensive beautification plan for the Uptown neighborhood in University Circle, and collaborated with key community partners in the development of public spaces at Toby's Plaza and East 4th Street. She was also appointed to Destination Cleveland's Destination Development Board & Community Advisory committee, and traveled to London and Amsterdam with private and public officials to develop new way-finding strategies to connect disparate activity centers and attractions. Tammy holds a Bachelor of Science in Pharmaceutical Sciences with a Minor in Business from The Ohio State University, and a Master of Urban Planning, Design and Development from Cleveland State University, Levin College of Urban Affairs.

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

- b. ***Proposed 2016 Zoo Rates and User Fees***  
*(Originating Sources: Christopher M. Kuhar, Zoo Executive Director/Sean P. McHugh, CGCS – Executive Director of Golf)*

**Proposed 2016 Zoo Rates and User Fees****A. Zoo Admission Fees***Background*

Current Zoo admission fees are \$13.25 per adult (age 12 and older) and \$9.25 for children (ages 2 - 11). Cleveland Metroparks Zoo is the only Ohio zoo to provide free internal zoo tram service and one of the few zoos or cultural institutions in the area to provide free parking.

*2016 Proposal*

Zoo staff proposes to increase the adult admission fee to \$14.25 and the child admission fee (age 2-11) to \$10.25 effective January 1, 2016. Additionally, Zoo staff proposes to keep the senior admission fee at \$12.25 for individuals 62 years or older. Proposed Cleveland Metroparks Zoo 2016 rates and current 2015 admission fees for comparable zoos and area museums are as follows:

<b><u>Zoo/Museum</u></b>	<b><u>Adult</u></b>	<b><u>Child</u></b>	<b><u>Parking</u></b>
<b>Proposed Cleveland Metroparks Zoo</b>	<b>\$14.25</b>	<b>\$10.25</b>	<b>Free</b>
Columbus Zoo	\$17.99	\$12.99	\$8.00
Indianapolis Zoo	\$18.95 *	\$14.45 *	\$6.00
Cincinnati Zoo	\$18.00	\$12.00	\$9.00
Toledo Zoo	\$17.00	\$14.00	\$7.00
Detroit Zoo	\$14.00	\$10.00	\$6.00
Louisville Zoo	\$16.25	\$11.75	\$5.00
Akron Zoo	\$11.00	\$8.00	\$3.00
Great Lakes Science Center (base)	\$15.00	\$12.00	\$7.00
Cleveland Museum of Natural History	\$14.00	\$10.00	\$8.00
Greater Cleveland Aquarium	\$19.95	\$13.95	\$5.00

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

**B. Giraffe Feeding***Background*

For several years, the Zoo has offered a giraffe feeding experience. Guests are able to purchase a piece of lettuce for \$2.00/piece and feed it to the giraffe at a deck overlooking the giraffe experience. In 2015, the Zoo opened the Ben Gogolick Giraffe Encounter, a new and improved giraffe feeding experience. As a result of this new opportunity, guests were motivated to stay at the deck and continue to feed giraffe for longer periods of time.

*2016 Proposal*

In order to satisfy the demand for purchasing larger numbers of leaves, Zoo staff proposes a bulk purchasing option whereby guests are able to purchase a single leaf of lettuce for \$2.00 or three leaves of lettuce for \$5.00.

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)****C. Group Education Rates***Background*

The Zoo has long offered education programs for in-county and out-of-county schools. Currently the out-of-county group school rate is \$3.50, while the in-county group school programs are free of charge.

*2016 Proposal*

Zoo staff proposes an increase of \$0.50 to the out-of-county group education program fee. Admission fee would be \$4.00 for out-of-county schools. All other education program fees would remain unchanged.

**Proposed 2016 Golf Rates and User Fees****A. Ski and Snow Shoe Rentals***Background*

Beginning in 2013 Big Met golf staff have offered cross country ski and snow shoe rentals to winter sports enthusiasts. Rental fees have remained unchanged since inception and are the same all days of the week. Current cross country ski rentals are \$10 for the first hour and \$5 for each extra hour for adults (age 12 and older), and \$7 for the first hour and \$3 for each extra hour per for children (ages 2 - 11). Current snow-shoe rentals are \$8 for the first hour and \$3 for each extra hour for adults (age 12 and older), and \$5 for the first hour and \$2 for each extra hour per for children (ages 2 - 11).

*2016 Proposal*

Golf staff proposes a weekend and holiday rate for rentals due to the increased demand. Cross country ski rentals for the weekends and holidays are proposed to be \$12 for the first hour and \$5 for each extra hour for adults (age 12 and older), and \$8 for the first hour, \$3 each extra hour for children (ages 2 – 11). Snow shoe rentals are proposed to be \$10 for the first hour, \$3 for each extra hour for adults (age 12 and older), and \$6 for the first hour, \$2 each extra hour for children (ages 2 – 11).

**B. Greens Fees***Background*

To keep with market value, in 2015 greens fees were slightly increased; after careful consideration throughout the 2015 golf season it was determined that in several categories fees were still lagging behind.

*2016 Proposal*

At the championship golf courses, Sleepy Hollow and Manakiki, golf staff proposes a new tier fee set, Friday's only, and is a median between weekday fees and weekend fees. Also, proposed is an increase to low use rates. In the past there was one constant fee for the low use period; this new proposal includes a special rate for junior and senior golfers. In addition, at two of the 9-hole courses (Little Met and Mastick Woods) an increase of \$.50 per 9-holes is being proposed.

<b>Little Met During Peak Use</b>			
		<b>2015</b>	<b>2016</b>
<b>Greens Fees</b>	9-hole Weekday	\$10.00	\$10.50
	9-hole Weekend/Holiday before 2:00	\$12.00	\$12.50
	9-hole Weekend/Holiday after 2:00	\$10.00	\$10.50
	Replays	\$6.00	\$6.50
	Jr./Sr. 9-hole Weekday & after 2:00 Weekend & Holiday	\$7.50	\$8.00
<b>Mastick Woods During Peak Use</b>			
<b>Greens Fees</b>	9-hole Weekday	\$9.00	\$9.50
	9-hole Weekend/Holiday before 2:00	\$11.00	\$11.50
	9-hole Weekend/Holiday after 2:00	\$9.00	\$9.50
	Replays	\$5.50	\$6.00
	Jr./Sr. 9-hole Weekday & after 2:00 Weekend & Holiday	\$6.50	\$7.00
<b>Manakiki and Sleepy Hollow During Peak Use</b>			
		<b>2015</b>	<b>2016</b>
<b>Greens Fees</b>	18-Hole Weekday (Mon-Thu)	\$31.00	\$32.00
	Extra 9-hole Weekday (Mon-Thu)	\$13.00	\$14.00
	Replays	\$9.00	\$10.00
	9-hole Weekend/Holiday before 2:00	\$25.00	\$26.00
	18-hole Weekend/Holiday before 2:00	\$39.00	\$42.00
	Extra 9-hole Weekend/Holiday before 2:00	\$14.00	\$16.00
	9-hole Friday	N/A	\$21.00
	18-hole Friday	N/A	\$36.00
	Extra 9-hole Friday	N/A	\$15.00
	18-hole Weekend/Holiday after 2:00	\$31.00	\$32.00
	Extra 9-hole Weekend/Holiday after 2:00	\$13.00	\$14.00
	9-hole Juniors & Seniors		\$9.50
<b>Big Met and Shawnee Hills During Low Use (Spring/Fall)</b>			
<b>Greens Fees</b>	9-hole Juniors & Seniors	N/A	\$9.50
	18-hole Juniors & Seniors	N/A	\$16.00
	Extra 9-hole Juniors & Seniors	N/A	\$6.50
<b>Manakiki &amp; Sleepy Hollow During Low Use (Spring/Fall)</b>			
<b>Greens Fees</b>	9-hole Weekday	\$13.00	\$14.00
	18-Hole Weekday	\$21.00	\$22.00
	9-hole Weekends & Holidays	N/A	\$15.00
	18-hole Weekends & Holidays	N/A	\$23.00
	Extra 9-hole Weekends & Holidays	N/A	\$8.00
	9-hole Junior & Seniors	N/A	\$11.50
	18-hole Junior & Seniors	N/A	\$19.00
	Extra 9-holes Junior & Seniors	N/A	\$7.50
<b>Seneca During Low Use (Spring/Fall)</b>			
<b>Greens Fees</b>	9-hole Juniors & Seniors	N/A	\$9.50
	18-hole Juniors & Seniors	N/A	\$16.00
	Extra 9-hole Juniors & Seniors	N/A	\$6.50

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)****C. Handicap Fee***Background*

Cleveland Metroparks has long offered golfers the opportunity to utilize the GIHN Handicap System through the Northern Ohio Golf Course Association (NOGA). During the 2015 season, 326 golfers paid a fee of \$20 to join the GIHN.

*2016 Proposal*

Due to increased costs associated with providing the GIHN Handicap System to golfers, staff proposes a rate of \$25 for the 2016 season.

**D. Footgolf***Background*

Footgolf was introduced first at Mastick Woods, with 18-holes, and later at Shawnee Hills, with 9-holes and expanded to 18-holes in 2015. This cross between golf and soccer continues to be popular with all age groups. Current Footgolf rates at Mastick Woods and Shawnee Hills are \$10 during the week for adults (ages 18-59), and \$7.50 for juniors (ages 2 – 17) and seniors (60 and older). Weekend and holidays, before 2 pm the rate is \$12.

*2016 Proposal*

Golf staff proposes an increase of \$.50 for Footgolf rates, and adding a replay rate. Footgolf rates at Mastick Woods and Shawnee Hills are proposed to be \$10.50 during the week for adults (ages 18-59), and \$8 for juniors (ages 2 – 17) and seniors (60 and older). Weekend and holidays, before 2 pm, the rate proposed is \$12.50.

In response to guests' requests and comments, a replay rate will be proposed at \$7.

**E. Concessions***2016 Proposal*

In 2016 the golf staff will take over the concession operations at Sleepy Hollow golf course. Menu prices will fluctuate with suppliers, market value, availability and brands; however, prices will be set at fair and equitable value. Menu prices will be determined at the beginning of each respective season, and are available upon request.

Big Met Grille Terrace rental has been \$75 an hour, or \$350 flat fee; however it is waived for golf outings that purchase greens fees with food and beverage.

Golf staff proposes that the Big Met Grille Terrace fee will be \$75 an hour, or \$450 flat fee; however it is waived for golf outings that purchase greens fees with food and beverage.

Sleepy Hollow Valley View I room fee is proposed to be \$100 an hour, or \$600 flat fee; however it is waived for golf outings that purchase greens fees with food and beverage.



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

Sleepy Hollow Valley View II room fee is proposed to be \$50 an hour, or \$300 flat fee; however it is waived for golf outings that purchase greens fees with food and beverage.

During the non-golf season, the Sleepy Hollow Grille area can be rented for a proposed fee of \$125.

- c. ***The Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA)***  
*(Originating Sources: Daniel J. Veloski, Chief Ranger/ Kenneth D. Schabitzer, Lieutenant)*

Cleveland Metroparks Ranger Department fully demonstrated its voluntary commitment to law enforcement excellence when it was awarded CALEA Law Enforcement Accreditation effective November 21, 2015 for the first time. CALEA Accreditation serves as the *International Gold Standard for Public Safety Agencies*. *The Ranger Department voluntarily sought accreditation through CALEA and is now among only 4% of American law enforcement agencies that are accredited.*

The process of CALEA Accreditation began in 2012 with a rigorous, three year self-assessment, requiring a review of policies, practices and processes against internationally accepted public safety standards. The self-assessment was followed by an assessment performed by independent assessors with significant public safety experience. Additionally, public feedback was received to promote community trust and engagement, and structured interviews were conducted with agency personnel and others with knowledge to assess the agency's effectiveness and overall service delivery capacities. The decision to accredit the Ranger Department was rendered by a governing body of twenty-one Commissioners following a public hearing and review of all reporting documentation.

Cleveland Metroparks and the Cleveland Metroparks Ranger Department demonstrated, once again, a commitment to professional excellence through accreditation. The pursuit of professional excellence is a goal that is shared and demonstrated in three ways now within our Park District. Cleveland Metroparks is accredited through the Commission for Accreditation of Park and Recreation Agencies (CAPRA) and the world-class Cleveland Metroparks Zoo is accredited through the American Zoological Association (AZA).

**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 **80844** through **80852**; \$10,000 to \$50,000 purchased items/services report, pages **80853** through **80854**; and construction change orders, page **80855**.

**APPROVAL OF VOUCHERS AND PAYROLL.**

**No. 15-12-189:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages **80886** to **80943**.

Vote on the motion was as follows:

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

**PUBLIC COMMENTS.**

Ms. Marty Leshar of Olmsted Township read from a prepared statement. Ms. 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.”

**DATE OF NEXT MEETING.**

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, January 7, 2016, 8:00 a.m. at the Board’s office, 4101 Fulton Parkway, Cleveland, Ohio.

**ADJOURNMENT.**

**No. 15-12-206:** There being no further matters to come before the Board, upon motion by Vice President Rinker, seconded by Vice President Berry, and carried, President Moore adjourned the meeting at 9:40 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

2015 VS. 2014, FOR THE MONTH ENDED NOVEMBER 30

	2015						2014								
	Annual Budget	Rev. Annual Estimate (A)	Y-T-D Estimate	Y-T-D Actual	Y-T-D Variance	% of Rev. Ann. Est.	M-T-D Estimate	M-T-D Actual	M-T-D Variance	% of Rev. Ann. Est.	Annual Actual	Y-T-D Actual	% of Ann.	M-T-D Actual	% of Ann.
<b>Beginning Cash Bal. Receipts:</b>	\$36,015,173	\$36,015,173	\$36,015,173	\$36,015,173	\$0	100.0%	\$26,297,569	\$47,787,171	\$21,489,602	132.7%	\$27,389,019	\$27,389,019	100.0%	\$44,974,445	164.2%
Property Tax	\$72,941,650	\$72,941,650	\$72,494,884	\$73,973,205	\$1,478,321	101.4%	\$3,059,295	\$0	(\$3,059,295)	0.0%	\$73,424,458	\$72,974,735	99.4%	\$3,079,545	4.2%
Grants/Loc. Govt.	10,353,741	13,517,647	11,593,757	7,651,697	(3,942,059) (C)	56.6%	1,861,459	575,263	(1,286,196)	4.3%	8,112,053	7,074,798	87.2%	361,549	4.5%
Invest. Inc.	75,000	75,000	69,145	142,410	73,265	189.9%	6,314	6,930	615	9.2%	91,232	84,110	92.2%	7,681	8.4%
Golf Receipts	6,480,011	6,480,010	6,389,696	6,098,485	(291,211)	94.1%	79,792	240,879	161,088	3.7%	5,873,930	5,792,062	98.6%	72,329	1.2%
Zoo Receipts	9,512,234	9,512,234	9,235,833	9,113,802	(122,032)	95.8%	226,079	254,665	28,586	2.7%	8,034,006	7,800,559	97.1%	190,946	2.4%
Chalet/Rest./Conc.	4,045,497	4,045,497	3,644,336	3,534,406	(109,929)	87.4%	213,282	93,390	(119,892)	2.3%	1,983,975	1,787,239	90.1%	104,597	5.3%
Ledge Pool	167,050	167,050	166,723	151,560	(15,163)	90.7%	151	420	269	0.3%	132,861	132,601	99.8%	120	0.1%
Self-funded Reserve	6,726,905	6,726,905	6,206,045	6,030,499	(175,546)	89.6%	553,373	485,242	(68,132)	7.2%	5,916,817	5,458,682	92.3%	486,733	8.2%
Marina and Other	2,566,924	2,566,924	2,399,560	2,894,307	494,746	112.8%	83,406	107,214	23,809	4.2%	3,371,415	3,151,599	93.5%	109,545	3.2%
<b>Total Receipts</b>	\$112,869,012	\$116,032,918	\$112,199,980	\$109,590,372	(\$2,609,609)	94.4%	\$6,083,151	\$1,764,003	(\$4,319,148)	1.5%	\$106,940,747	\$104,256,385	97.5%	\$4,413,044	4.1%
<b>Expenditures:</b>															
Salaries & Fringe	\$59,958,431	\$59,902,510	\$53,802,046	\$53,124,732	\$677,313 (D)	88.7%	\$4,305,699	\$4,156,765	\$148,934	6.9%	\$53,206,687	\$49,035,528	92.2%	\$4,353,282	8.2%
Oper. Sup./Oth.	20,514,353	21,091,864	19,485,617	16,515,027	2,970,590	78.3%	1,750,857	1,180,864	569,993	5.6%	16,477,157	15,274,274	92.7%	1,085,010	6.6%
Utilities	5,045,882	5,045,882	4,692,524	3,634,841	1,057,684	72.0%	390,535	252,385	138,150	5.0%	4,059,523	3,775,239	93.0%	314,194	7.7%
Equipment	3,542,494	3,774,920	3,337,596	2,443,296	894,300	64.7%	389,706	22,294	367,412	0.6%	2,906,072	2,546,293	87.6%	37,141	1.3%
Land	2,321,418	2,944,543	2,626,328	2,249,152	377,176	76.4%	237,630	0	237,630	0.0%	2,058,540	2,042,388	99.2%	12,863	0.6%
Constr. Matls.	8,569,077	7,416,266	6,354,519	3,213,220	3,141,299	43.3%	706,721	127,673	579,049	1.7%	2,490,262	2,254,556	90.5%	205,380	8.2%
Constr. Contracts	33,001,219	36,239,068	31,895,052	15,989,932	15,905,119 (C)	44.1%	4,793,555	1,582,727	3,210,828	4.4%	11,602,769	10,648,807	91.8%	2,212,726	19.1%
Zoo Animals	94,961	94,961	94,201	26,531	67,670	27.9%	865	525	340	0.6%	39,074	38,761	99.2%	356	0.9%
Self-funded Reserve	6,901,396	6,892,988	6,437,280	6,748,198	(310,918)	97.9%	315,162	567,328	(252,166)	8.2%	5,474,511	5,113,022	93.4%	250,001	4.6%
<b>Total Exp.</b>	\$139,949,230	\$143,403,002	\$128,725,163	\$103,944,929	\$24,780,233	72.5%	\$12,890,730	\$7,890,559	\$5,000,170	5.5%	\$98,314,595	\$90,728,868	92.3%	\$8,470,954	8.6%
<b>End. Cash Bal.</b>	\$8,934,956	\$8,645,089	\$19,489,990	\$41,660,616	\$22,170,626	481.9%	\$19,489,990	\$41,660,615	\$22,170,625	481.9%	\$36,015,171	\$40,916,536	113.6%	\$40,916,536	113.6%
Encumbrances	\$0	\$0	\$10,738,813	\$10,738,813 (B)	\$0	N/A	\$10,738,813	\$10,738,813	\$0	N/A	\$8,593,797	\$11,470,635	28.0%	\$11,470,635	28.0%
<b>Avail. Cash Balance</b>	<b>\$8,934,956</b>	<b>\$8,645,089</b>	<b>\$8,751,177</b>	<b>\$30,921,803</b>	<b>\$22,170,626</b>	<b>481.9%</b>	<b>\$8,751,177</b>	<b>\$30,921,803</b>	<b>\$22,170,626</b>	<b>481.9%</b>	<b>\$27,421,374</b>	<b>\$29,445,901</b>	<b>107.4%</b>	<b>\$29,445,901</b>	<b>107.4%</b>
Bal. in Restricted Funds	\$4,459,526	\$4,451,064	\$3,235,076	\$3,235,076	\$0	72.7%	\$3,235,076	\$3,235,076	\$0	72.7%	\$5,389,515	\$4,829,965	28.0%	\$4,829,965	28.0%
<b>Adj. Avail. Cash Bal.</b>	<b>\$4,475,430</b>	<b>\$4,194,025</b>	<b>\$5,516,101</b>	<b>\$27,686,727</b>	<b>\$22,170,626</b>	<b>660.1%</b>	<b>\$5,516,101</b>	<b>\$27,686,727</b>	<b>\$22,170,626</b>	<b>660.1%</b>	<b>\$22,031,859</b>	<b>\$24,615,936</b>	<b>111.7%</b>	<b>\$24,615,936</b>	<b>111.7%</b>

- (A) Includes Appropriation Adjustment #3.
- (B) Summary of Encumbrances follows on next page.
- (C) Timing difference in grant receipts and construction contract payments.
- (D) Includes an estimated savings of \$2,047,785 due to the Position Management Program.

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

Cash balance, 10/31/15				\$47,787,171	(Exp., cont'd)		
Revenue, November 2015				\$1,764,003			
Exp.:	A/P vouchers	11/10/15	\$201,902		Payrolls	10/31/15	\$1,103,728
		11/12/15	2,624,408			11/14/15	1,050,699
		11/17/15	33,651				
					Payroll adj.		\$0
					Withholding	10/31/15	285,982
						11/14/15	267,881
	Purchasing card		\$328,473		ADP		\$20,012
	Fringe vouchers	11/06/15	514,891		Total payroll		\$2,728,302
		11/20/15	472,593				
	Rec./vouch. adj.		(\$6)		Total exp.		\$7,890,559
	Refunds		(6,329)				
	Hlth. ins./WC reserve posting		428,856				
	Medical Mutual		467,934				
	Bank fees		17,458				
	Aud./treas. fees		0				
	Sales tax, Misc. exp.		78,426				
<b>Subtotal exp.</b>				\$5,162,257	<b>Ending cash bal., 11/30/15</b>		<b>\$41,660,616</b>

**Cleveland Metroparks  
Encumbrance Summary - 11/30/15**

	<u>General</u>	<u>Capital Equip., Animals &amp; Land</u>	<u>Capital Constr. Projects</u>	<u>Encumbrance</u>
General Fund	\$2,694,189			\$2,694,189
Health Insurance Reserve	67,444			67,444
Property Insurance Reserve	63,670			63,670
Workers' Comp. Reserve	0			0
<i>Subtotal</i>	<hr/> \$2,825,303	\$0	\$0	<hr/> \$2,825,303
Capital Fund:				
Equipment		\$962,039		
Animals		18,845		
Land		433,451		
Constr. Matl.			\$574,694	
Constr. Contracts			4,168,442	
<i>Subtotal Capital Fund</i>		<hr/> \$1,414,335	\$4,743,135	<hr/> \$6,157,470
Restricted Funds:				
General	\$290,373			
Equipment		\$51,146		
Animals		0		
Land		0		
Constr. Matl.			\$45,984	
Constr. Contracts			1,368,537	
<i>Subtotal Restricted Funds</i>	<hr/> \$290,373	\$51,146	\$1,414,522	<hr/> \$1,756,041
Subtotal Construction Projects Encumbrances			<hr/> <b>\$6,157,657</b> *	
Total Encumbrances				<hr/> <b>\$10,738,813</b>

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

<u>Div.</u>	<u>Location</u>	<u>Capital Constr. Project #/Description</u>	<u>Encumbrance</u>
1110	Executive Administration	A10007 Administrative Office Improvements	\$ 94,850
1510	Park Operations Administration	A09007 CXT Restrooms	105,277
1510	Park Operations Administration	A10005 APT Resurfacing	85,768
1510	Park Operations Administration	A11002 Parkway Paving	106,519
1543	Ohio and Erie Canal Park Management	L13001 Mill Creek Connector Trail	1,019,633
1546	Lakefront Park Management	Q14006 Edgewater Post-Season Construction	67,553
1546	Lakefront Park Management	Q14010 E. 55 Marina Bathrooms and Shelter	70,733
1546	Lakefront Park Management	Q14018 Breakwall Rehabilitation	57,860
1546	Lakefront Park Management	Q14041 Water Taxi Docks	334,567
1546	Lakefront Park Management	Q15003 Dock Replacement	50,530
1547	Euclid Creek/East Shores	Q14024 Euclid Beach Wall/Pier Construction	75,620
1547	Euclid Creek/East Shores	Q14029 Wildwood Management Building	573,690
1547	Euclid Creek/East Shores	Q14032 Park General Design	81,655
1750	Zoo Facility Operations	V15002 Tiger Passage Exhibit	765,131
1750	Zoo Facility Operations	V91099 Zoo General Projects	60,421
1810	Information Technology Services	A14011 Network Upgrades	92,899
1930	Human Resources	A14005 HRIS/Payroll System	98,920
3305	Sleepy Hollow Irrigation	410001 Golf Course Irrigation	174,299
3308	Seneca Golf Course	812001 Seneca Course Redesign	60,649
5134	Wendy Park Bridge - TPL	Q15134 Wendy Park Bridge Design	294,170
5135	Willow Avenue Bridge - TPL	Q15135 Willow Avenue Bridge Study	130,318
5434	Resurfacing - ODOT	A15434 Biennial Resurfacing	450,320
5466	Fowles Marsh - NFWF	G13466 Fowles Habitat Restoration	60,925
5791	Tiger Exhibit - Zoological Society	V15791 Tiger Exhibit Construction	232,344
	All other capital project encumbrances		1,013,007
Total Capital Construction Projects Encumbrances			<hr/> <b>\$ 6,157,657</b> *

Source: David J. Kuntz, Chief Financial Officer  
12/11/15

**CLEVELAND METROPARKS  
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES  
FOR THE MONTH ENDED NOVEMBER 30, 2015**

ACCOUNTS RECEIVABLE

RANGER/COURT FINES RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$172,848.94	\$1,991.77	\$7,654.36	\$11,263.02	\$193,758

<b>Total</b>
\$18,042.00

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Principal	Interest to be Earned
10/31/15	STAR Ohio	State pool (A)	30	0.19%	11/30/15	\$1,013,010	\$156
10/31/15	STAR Plus	State pool (B)	30	0.21%	11/30/15	\$22,088,834	\$4,481
10/31/15	PNC Bank	Money Market (C)	30	0.01%	11/30/15	\$6,104,409	\$39
10/31/15	Fifth Third Securities	Money Market (D)	30	0.01%	11/30/15	\$32,050	\$0

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

Investment principal varied between \$1,013,010 and \$8,013,010 in November.

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

Investment principal varied between \$22,088,834 and \$34,088,834 in November.

(C) Government Performance Money Market Account.

Investment principal varied between \$1,104,409 and \$6,104,409 in November.

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

Investment principal varied between \$31,498 and \$32,050 in November.

Source: David J. Kuntz, Chief Financial Officer

12/11/15

## RESOLUTION RECOGNIZING THE RETIREMENT OF DAVID A. BARTKO

**WHEREAS,** *David A. Bartko has served Cleveland Metroparks for more than 35 years; and,*

**WHEREAS,** *David A. Bartko has devoted these years of service utilizing his knowledge, skills and abilities as a Seasonal Laborer, Handyperson, Senior Handyperson, Technician, Senior Technician, Lead Senior Technician, Management Trainee, Park Manager, and Senior Park Manager; and,*

**WHEREAS,** *David A. Bartko has used his innovation, knowledge and experience to manage parks, buildings, vehicles, capital projects, and facility rehabilitation throughout Big Creek and Mill Stream Run reservations; and,*

**WHEREAS,** *David A. Bartko has provided excellent leadership and work direction to others, including new managers, and assisted them in developing their own careers, skills and knowledge of processes and techniques; and,*

**WHEREAS,** *David A. Bartko was instrumental in many improvements throughout the Park District including rehabilitation of the grounds and facilities at The Chalet, Wallace Lake and Camp Cheerful, the Royalview Trails project, Lake to Lake Trail, and the Timberlane renovation; and,*

**WHEREAS,** *David A. Bartko has played an integral role with the transition of the toboggan chutes from upkeep of the original chutes to installation of the new chutes, and was also influential with the successful completion of the Strongsville Complex including overseeing operations at the new facility; and,*

**WHEREAS,** *David A. Bartko demonstrated a spirit of cooperation when he worked in conjunction with other departments assisting with establishing CAPRA standards, renovations at Garfield Park Nature Center when originally acquired by the Park District, movement and installation of the Nature Education Building from the I-X Center, rehabilitation at the Zoo's Primate, Cat & Aquatics building to include the waterfall, outdoor exhibits, and pavers, and when he served on the Safety and Snow Plow Committees; and,*

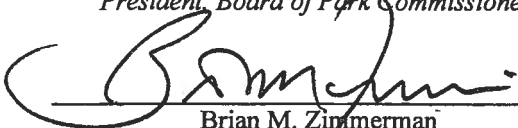
**WHEREAS,** *David A. Bartko was respected by many community leaders and developed positive working relationships with city officials and departments; and,*

**WHEREAS,** *David A. Bartko could always be counted upon to support numerous programs and events such as Brookside activities, Touch-A-Truck, OPRA Conference & Trade Show, Fishing Derby, and the New Employee Welcome Tour; and,*

**WHEREAS,** *David A. Bartko's dedication has been a valued asset to Cleveland Metroparks. The products of his labor are 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 David A. Bartko for his years of service and dedication in serving the citizens of Greater Cleveland.*

\_\_\_\_\_  
Dan T. Moore  
President, Board of Park Commissioners

  
\_\_\_\_\_  
Brian M. Zimmerman  
Chief Executive Officer



**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
SHARON M. HALLMAN**

**WHEREAS**, Sharon M. Hallman has served Cleveland Metroparks for more than 36 years; and,

**WHEREAS**, Sharon M. Hallman has devoted these years of service utilizing her knowledge, skills and abilities as a Clerk, Cashier, Clerk Typist, Senior Clerk, Senior Clerk-Payroll Fringe Benefit Administrator, Payroll/Fringe Benefit Specialist, and Payroll Manager; and,

**WHEREAS**, Sharon M. Hallman has exhibited excellent time management, attention to detail, accuracy, organization skills, and administrative support throughout her career; and,

**WHEREAS**, Sharon M. Hallman began her employment career under the supervision of Zoo Revenue Control where she was responsible for answering Zoo telephones, was transferred to Cleveland Metroparks Executive/Administration where her duties included preparing payroll, employee recordkeeping, new employee orientation, employee benefits, responding to workers' compensation and unemployment claims, all of which led to her career in the Finance department where she focused on payroll responsibilities; and,

**WHEREAS**, Sharon M. Hallman executed countless employee payrolls while meeting strict time schedules, established collaborative working relationships with all divisions and departments, prepared innumerable reports, and was dedicated to promptly handling internal and external inquiries; and,

**WHEREAS**, Sharon M. Hallman played an integral role in various technology improvements such as the transfer of payroll processing from Cuyahoga County to an internal process utilizing the ADP's software, was instrumental in implementation of the Kronos timekeeping system, and subsequently several Payroll and Human Resource Information System technology improvements; and,

**WHEREAS**, Sharon M. Hallman demonstrated a spirit of cooperation when she served on the Employee Handbook Task Force, and when she volunteered for various activities and special events; and,

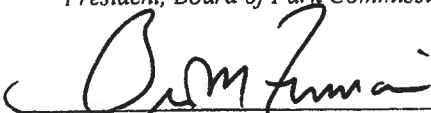
**WHEREAS**, Sharon M. Hallman personified the core values of the Park District as evidenced by her letters of commendation from management and her peers; and,

**WHEREAS**, Sharon M. Hallman 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 Sharon M. Hallman for her years of service and dedication in serving the citizens of Greater Cleveland.



Dan T. Moore  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



## RESOLUTION RECOGNIZING THE RETIREMENT OF BARBARA P. HOLTZ

**WHEREAS**, *Barbara P. Holtz has served Cleveland Metroparks for more than 30 years; and,*

**WHEREAS**, *Barbara P. Holtz has devoted these years of service utilizing her knowledge, skills and abilities as a Seasonal Naturalist, Naturalist, Senior Naturalist, Manager/Naturalist, and Nature Center Manager; and,*

**WHEREAS**, *Barbara P. Holtz has developed and provided a variety of innovative outdoor education programs where she increased the participant's environmental awareness, conservation concerns and appreciation for native plants and wildlife; and,*

**WHEREAS**, *Barbara P. Holtz has developed and provided natural history, historical and cultural programs, and has worked cooperatively and partnered with The Native Plant Society, Audubon Society of Greater Cleveland, Friends of Euclid Creek, Mayfield Library, City of Mayfield Village and started a local chapter of "Wild Ones", a national group that focuses on native plants; and,*

**WHEREAS**, *Barbara P. Holtz has provided excellent leadership and work direction to others, and assisted them in developing their own careers, skills and knowledge of processes and techniques, and has conveyed useful information to park visitors and nature center guests and volunteers; and,*

**WHEREAS**, *Barbara P. Holtz has planned, created and conducted programs for park visitors, school groups, community groups, and scout groups; and,*

**WHEREAS**, *Barbara P. Holtz played an integral role with the composition of narratives for interpretive signage displayed in several reservations, and with the nature play area at Look About Lodge; and,*

**WHEREAS**, *Barbara P. Holtz was responsible for the development of Sanctuary Marsh, Garfield Park Nature Center Wildlife Garden, a rain garden, monarch way stations, and completed trail maps and markings for North Chagrin, South Chagrin, Euclid Creek, and Acacia Reservations; and,*

**WHEREAS**, *Barbara P. Holtz could always be counted upon to support programs and events such as the volunteer program, Nature at Night, Knee High Naturalist, Snakes, Turtles and Fun, Summer Concert Series, Fireside Concert Series, and the New Employee Welcome Tour; and,*

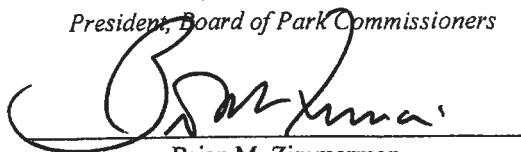
**WHEREAS**, *Barbara P. Holtz has demonstrated a spirit of cooperation as evidenced by her letters of commendation from staff and park visitors such as when she responded to a late night plant identification issue as the result of local emergency room staff being unable to identify unknown berries consumed by a child, a successful job share program with another staff member, creation of outdoor education interpretive plans and presentations for two national professional workshops, and when she served on the Personnel and Position Evaluation Committees, and the ECO Team; and,*

**WHEREAS**, *Barbara P. Holtz's dedication 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 Barbara P. Holtz for her years of service and dedication in serving the citizens of Greater Cleveland.*



Dan T. Moore  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer





**RESOLUTION  
RECOGNIZING THE  
RETIREMENT OF  
STEPHEN A. KINCZEL**

**WHEREAS,** *Stephen A. Kinczel has served Cleveland Metroparks for 30 years; and,*

**WHEREAS,** *Stephen A. Kinczel has devoted these years of service utilizing his knowledge, skills and abilities as a Seasonal Naturalist, and an Animal Keeper; and,*

**WHEREAS,** *Stephen A. Kinczel began his career with the Park District at North Chagrin Nature Center where he prepared and presented nature oriented interpretive programs, cared for display animals at the Nature Education Building, inspected hiking trails, and participated with the development of Sanctuary Marsh; and,*

**WHEREAS,** *Stephen A. Kinczel was selected for a position at the Zoo where he provided daily care for exotic animals including mammals, birds, fish, insects and reptiles, prepared animal exhibits to maximize the animal's well-being and visitor experience, operated various types of incubators which allowed him to hatch and raise a wide variety of avian species, and served as a licensed pest control operator; and,*

**WHEREAS,** *Stephen A. Kinczel has made valuable contributions and demonstrated diverse knowledge throughout his career during which time he worked in the Pachyderm building and The RainForest where he observed animal behavior as it related to compatibility, breeding and general health, and prepared countless daily reports concerning animal health and welfare; and,*

**WHEREAS,** *Stephen A. Kinczel took pride in the strong bond he developed with orangutans which allowed him to assist with managing multiple births and transfers; and,*

**WHEREAS,** *Stephen A. Kinczel used his skills to educate the public during Meet the Keeper, behind-the-scenes tours, and fund raising opportunities which put the zoo in a positive light; and,*

**WHEREAS,** *Stephen A. Kinczel demonstrated a spirit of cooperation when he served on the Elephant Managers Association conference committee and the American Association of Zoo Keepers annual conference committee hosted by Cleveland Metroparks Zoo; and,*

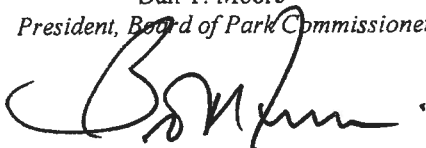
**WHEREAS,** *Stephen A. Kinczel has served Cleveland Metroparks through his dedication and commitment by providing animals with excellent exhibits, care, enrichment, and training for health and husbandry purposes; and,*

**WHEREAS,** *Stephen A. Kinczel has been a valued asset to Cleveland Metroparks. 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 Stephen A. Kinczel for his years of service and dedication in serving the citizens of Greater Cleveland.*



Dan T. Moore  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



## RESOLUTION RECOGNIZING THE RETIREMENT OF SANDRA A. TATA

**WHEREAS,** *Sandra A. Tata has served Cleveland Metroparks for more than 10 years; and,*

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

**WHEREAS,** *Sandra A. Tata used her knowledge of Cleveland Metroparks to provide welcoming and helpful assistance to callers and building visitors; and,*

**WHEREAS,** *Sandra A. Tata has exhibited patience and attention to detail when she assisted visitors whether it was accepting a bid document, guiding youth in completing an employment application, or researching a visitor request which may not have been a part of Cleveland Metroparks; and,*

**WHEREAS,** *Sandra A. Tata has used her communication and interpersonal skills to interact with and respond to requests and questions from Park District visitors; and,*

**WHEREAS,** *Sandra A. Tata was responsible for receiving, preparing and fulfilling donation requests and compiling monthly reports; and,*

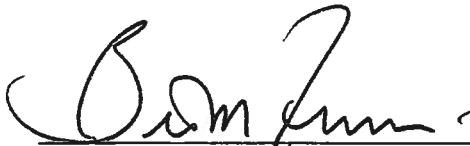
**WHEREAS,** *Sandra A. Tata has demonstrated a spirit of cooperation when she provided administrative support to various building staff such as proofreading the Emerald Necklace publication, entering data from field surveys, park programs and EarthWord's inventory, assisting with marketing brochures and mailings, and when she maintained up-to-date information to readily share with other staff; and,*

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

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



Dan T. Moore  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



## RESOLUTION RECOGNIZING THE RETIREMENT OF MARLEEN A. WIKTOROWSKI

**WHEREAS**, *Marleen A. Wiktorowski has served Cleveland Metroparks for more than 16 years; and,*

**WHEREAS**, *Marleen A. Wiktorowski has devoted these years of service utilizing her knowledge, skills and abilities as an Assistant Nature Shop Manager; and,*

**WHEREAS**, *Marleen A. Wiktorowski used her expertise to plan, staff and order merchandise for nature shops, and provided administrative and operational support of nature shop sales and activities; and,*

**WHEREAS**, *Marleen A. Wiktorowski has exhibited attention to detail when she developed procedures to improve inventory control, manage and sell merchandise at off-site events, prepared daily receipts and deposits, and when she reconciled revenue reports; and,*

**WHEREAS**, *Marleen A. Wiktorowski has used her communication and interpersonal skills to provide training and direction to staff and volunteers, and developed positive working relationships with all; and,*

**WHEREAS**, *Marleen A. Wiktorowski has provided friendly customer service to Park District visitors in all locations she supported; and,*

**WHEREAS**, *Marleen A. Wiktorowski has demonstrated a spirit of cooperation when she coordinated and hosted gatherings for Rocky River Nature Shop volunteers, and when she further organized volunteer activities for all nature shop volunteers; and,*

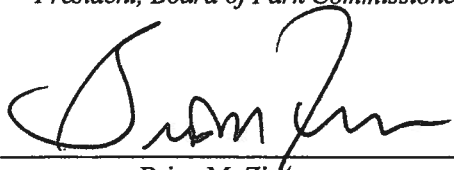
**WHEREAS**, *Marleen A. Wiktorowski has assisted throughout the Park District at numerous events such as Train Day, Cedar Valley Settlers Celebration & Music Festival, Chickadee Nest, Mom's Tea Day, and Edgewater Live; and,*

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

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



Dan T. Moore  
President, Board of Park Commissioners



Brian M. Zimmerman  
Chief Executive Officer



**Cleveland Metroparks**  
**2015 Budget Adjustment #4**  
**December 17, 2015**

**Type I: Transfers**

Division	Account Code	Project	Transfer Amount
<b>Operating/Capital Fund</b>			
<b>T01</b> <i>Transfer of appropriations to match actual expenditures.</i>			
To: 1110 - EXECUTIVE ADMIN. DIVISION	58224 - UNIFORMS/CLOTHING	-	\$2,800
From: 1110 - EXECUTIVE ADMIN. DIVISION	57406 - CONSULTING/PROF. SERVICES	-	(\$1,000)
1110 - EXECUTIVE ADMIN. DIVISION	57420 - ADVERTISING EXPENSE	-	(\$1,800)
<b>T03</b> <i>Transfer of appropriations to match actual expenditures.</i>			
To: 1110 - EXECUTIVE ADMIN. DIVISION	73480 - MISC. CAPITAL CONTRACTS	A12005 - CAPRA CERTIFICATION	\$300
From: 1110 - EXECUTIVE ADMIN. DIVISION	72601 - BLDG. CONSTRUCTION MATLS.	A12005 - CAPRA CERTIFICATION	(\$300)
<b>T04</b> <i>Transfer of appropriations to match actual expenditures in connection with land purchase.</i>			
To: 1130 - STRATEGIC INITIATIVES DIV	54401 - PROPERTY TAXES/ASSESSMENT	-	\$1,898
From: 1130 - STRATEGIC INITIATIVES DIV	57406 - CONSULTING/PROF. SERVICES	-	(\$1,898)
<b>T05</b> <i>Transfer of appropriations to match actual expenditures.</i>			
To: 1310 - MKTG./STRATEGY/ADVERT.	57420 - ADVERTISING EXPENSE	-	\$500
1310 - MKTG./STRATEGY/ADVERT.	57420 - ADVERTISING EXPENSE	-	\$300
From: 1320 - SPONSORSHIPS DIVISION	58422 - TRAINING/CONFERENCE EXP.	-	(\$300)
1380 - COMMUNICATIONS DIVISION	67571 - MISC. SUPPLIES & EXPENSE	-	(\$500)
<b>T06</b> <i>Transfer of appropriations to match actual expenditures for kiosk.</i>			
To: 1338 - SOUTHPARK MALL KIOSK	66822 - SALES TAX	-	\$800
1338 - SOUTHPARK MALL KIOSK	66825 - CREDIT CARD EXPENSES	-	\$800
1338 - SOUTHPARK MALL KIOSK	68446 - TELEPHONE	-	\$300
From: 1338 - SOUTHPARK MALL KIOSK	63441 - RENTAL EQUIPMENT	-	(\$1,900)
<b>T07</b> <i>Transfer of appropriations for on line reservation system.</i>			
To: 1370 - SPEC. EVENTS/EXPERIENCES	73480 - MISC. CAPITAL CONTRACTS	A15011 - ONLINE RESERVATION SYSTEM	\$71,319
From: 1810 - INFORMATION SYSTEMS DIV.	73470 - BLDG. CONSTR. CONTRACTS	A14011 - NETWORK UPGRADES	(\$11,319)
1370 - SPEC. EVENTS/EXPERIENCES	57406 - CONSULTING/PROF. SERVICES	-	(\$60,000)
<b>T08</b> <i>Transfer of appropriations to match actual expenditures.</i>			
To: 1420 - ENGINEERING/DESIGN DIV.	58224 - UNIFORMS/CLOTHING	-	\$150
From: 1420 - ENGINEERING/DESIGN DIV.	57572 - OFFICE FURNISHINGS	-	(\$150)

**Type I: Transfers**

	Division	Account Code	Project	Transfer Amount
<b>T09</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1420 - ENGINEERING/DESIGN DIV.	67423 - BUSINESS MEETING EXPENSE	-	\$500
From:	1420 - ENGINEERING/DESIGN DIV.	57572 - OFFICE FURNISHINGS	-	(\$500)
<b>T10</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1430 - PARK PLANNING DIVISION	57406 - CONSULTING/PROF. SERVICES	-	\$17,193
From:	1430 - PARK PLANNING DIVISION	67423 - BUSINESS MEETING EXPENSE	-	(\$500)
	1420 - ENGINEERING/DESIGN DIV.	57501 - COMPUTER EQUIPMENT/SUPPLY	-	(\$3,271)
	1430 - PARK PLANNING DIVISION	51103 - SALARIES PERM. PART-TIME	-	(\$13,422)
<b>T11</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1430 - PARK PLANNING DIVISION	57406 - CONSULTING/PROF. SERVICES	-	\$800
	1430 - PARK PLANNING DIVISION	58422 - TRAINING/CONFERENCE EXP.	-	\$500
	1430 - PARK PLANNING DIVISION	64548 - GASOLINE/DIESEL FUEL	-	\$300
	1430 - PARK PLANNING DIVISION	59507 - MINOR EQUIPMENT	-	\$50
From:	1420 - ENGINEERING/DESIGN DIV.	57501 - COMPUTER EQUIPMENT/SUPPLY	-	(\$1,650)
<b>T12</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1430 - PARK PLANNING DIVISION	59507 - MINOR EQUIPMENT	-	\$41
From:	1430 - PARK PLANNING DIVISION	58803 - MILEAGE REIMB./PARKING	-	(\$41)
<b>T13</b>	<i>Transfer of appropriations for additional training for food and beverage staff.</i>			
To:	1510 - OPERATIONS ADMIN.DIVISION	58422 - TRAINING/CONFERENCE EXP.	-	\$8,000
From:	1519 - NATURAL RESOURCE MGT.DIV.	67580 - SPECIAL EVENT SUP/EXP	-	(\$8,000)
<b>T14</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1519 - NATURAL RESOURCE MGT.DIV.	57501 - COMPUTER EQUIPMENT/SUPPLY	-	\$3,500
	1519 - NATURAL RESOURCE MGT.DIV.	74724 - TECHNOLOGY EQUIPMENT	EQUIPC - CAPITAL FUND EQUIPMENT	\$700
From:	1519 - NATURAL RESOURCE MGT.DIV.	60513 - CHLORINE/WATER TREATMENT	-	(\$4,200)
<b>T15</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1525 - FLEET MANAGEMENT	63501 - PURCHASING CARD SUP./EXP.	-	\$10,000
	1531 - EUCLID CREEK PARK MGMT.	64501 - PURCHASING CARD SUP./EXP.	-	\$8,200
	1573 - WALLACE LAKE CONCESSION	57501 - COMPUTER EQUIPMENT/SUPPLY	-	\$170
From:	1573 - WALLACE LAKE CONCESSION	66905 - FOOD & BEVERAGE PURCHASE	-	(\$170)
	1575 - HUNTINGTON BEACH CONC.	66905 - FOOD & BEVERAGE PURCHASE	-	(\$8,200)
	1573 - WALLACE LAKE CONCESSION	66905 - FOOD & BEVERAGE PURCHASE	-	(\$10,000)

**Type I: Transfers**

	Division	Account Code	Project	Transfer Amount
<b>T16</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1534 - BEDFORD PARK MANAGEMENT	62529 - ROCK SALT/CINDERS	-	\$5,400
	1534 - BEDFORD PARK MANAGEMENT	60430 - TRASH COLLECTION SERVICE	-	\$1,200
	1534 - BEDFORD PARK MANAGEMENT	62529 - ROCK SALT/CINDERS	-	\$1,000
	1545 - WEST CREEK PARK MGMT.	60514 - CLEANING SUPPLIES/EXP.	-	\$1,000
	1534 - BEDFORD PARK MANAGEMENT	59509 - POWER TOOLS	-	\$900
	1534 - BEDFORD PARK MANAGEMENT	60512 - TRASH CONTAINERS	-	\$700
	1545 - WEST CREEK PARK MGMT.	59509 - POWER TOOLS	-	\$200
From:	1534 - BEDFORD PARK MANAGEMENT	57501 - COMPUTER EQUIPMENT/SUPPLY	-	(\$100)
	1545 - WEST CREEK PARK MGMT.	61522 - HERBICIDES	-	(\$200)
	1545 - WEST CREEK PARK MGMT.	62528 - ASPHALT/COLD PATCH/TACK	-	(\$200)
	1534 - BEDFORD PARK MANAGEMENT	58506 - FIRST AID/SAFETY SUPPLIES	-	(\$250)
	1545 - WEST CREEK PARK MGMT.	62531 - ROAD/TRAIL SIGNS,BARRIERS	-	(\$500)
	1534 - BEDFORD PARK MANAGEMENT	58224 - UNIFORMS/CLOTHING	-	(\$550)
	1555 - ROCKY RIVER OUTDOOR EXPE.	67580 - SPECIAL EVENT SUP/EXP	-	(\$1,000)
	1534 - BEDFORD PARK MANAGEMENT	64548 - GASOLINE/DIESEL FUEL	-	(\$7,600)
<b>T17</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1534 - BEDFORD PARK MANAGEMENT	63532 - MISC.MTCE.MATERIAL/SUPPLY	-	\$5,000
From:	1545 - WEST CREEK PARK MGMT.	61519 - GRASS SEED	-	(\$100)
	1545 - WEST CREEK PARK MGMT.	61524 - TOPSOIL	-	(\$100)
	1545 - WEST CREEK PARK MGMT.	57502 - OFFICE SUPPLIES	-	(\$150)
	1545 - WEST CREEK PARK MGMT.	62526 - CULVERT PIPE/DRAINAGE	-	(\$300)
	1545 - WEST CREEK PARK MGMT.	57501 - COMPUTER EQUIPMENT/SUPPLY	-	(\$350)
	1545 - WEST CREEK PARK MGMT.	64548 - GASOLINE/DIESEL FUEL	-	(\$4,000)
<b>T18</b>	<i>Transfer of appropriations for unanticipated printer purchase.</i>			
To:	1535 - GARFIELD PARK MANAGEMENT	57501 - COMPUTER EQUIPMENT/SUPPLY	-	\$300
From:	1535 - GARFIELD PARK MANAGEMENT	59508 - LAWN & GARDEN TOOLS	-	(\$300)
<b>T19</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1536 - BRECKSVILLE PARK MGMT.	72465 - RENTAL EQUIP.FOR PROJECTS	K11001 - STABLE RENOVATION	\$3,111
From:	1536 - BRECKSVILLE PARK MGMT.	71120 - CAPITAL PROJECT LABOR	K11001 - STABLE RENOVATION	(\$3,111)

**Type I: Transfers**

	<b>Division</b>	<b>Account Code</b>	<b>Project</b>	<b>Transfer Amount</b>
<b>T20</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1536 - BRECKSVILLE PARK MGMT.	72601 - BLDG. CONSTRUCTION MATLS.	K14005 - AUKERMAN PARK IMP	\$40,324
From:	1538 - MILL STREAM RUN PARK MGMT	73470 - BLDG. CONSTR. CONTRACTS	S14001 - ALBION WOODS ROOF	(\$720)
	1540 - ROCKY RIVER PARK MGMT.	73470 - BLDG. CONSTR. CONTRACTS	R14006 - ROOF - ROCKY RIVER	(\$924)
	1540 - ROCKY RIVER PARK MGMT.	73470 - BLDG. CONSTR. CONTRACTS	R14001 - RR STABLE ROOF	(\$2,550)
	1552 - NORTH CHAGRIN OUTDOOR EX.	73470 - BLDG. CONSTR. CONTRACTS	N14008 - N CHAGRIN NC PARKING LOT	(\$16,130)
	1542 - BROOKSIDE PARK MANAGEMENT	73470 - BLDG. CONSTR. CONTRACTS	F12002 - BIG CREEK SPILLWAY	(\$20,000)
<b>T22</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1538 - MILL STREAM RUN PARK MGMT	71120 - CAPITAL PROJECT LABOR	S15011 - TIMBERLANE FARM STABLES	\$3,540
	1538 - MILL STREAM RUN PARK MGMT	72601 - BLDG. CONSTRUCTION MATLS.	S15011 - TIMBERLANE FARM STABLES	\$1,565
From:	1538 - MILL STREAM RUN PARK MGMT	73470 - BLDG. CONSTR. CONTRACTS	S15011 - TIMBERLANE FARM STABLES	(\$5,105)
<b>T23</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1542 - BROOKSIDE PARK MANAGEMENT	72601 - BLDG. CONSTRUCTION MATLS.	F94001 - BROOKSIDE PARK IMPROVEMNT	\$1,230
From:	1542 - BROOKSIDE PARK MANAGEMENT	73470 - BLDG. CONSTR. CONTRACTS	F94001 - BROOKSIDE PARK IMPROVEMNT	(\$1,230)
<b>T24</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1510 - OPERATIONS ADMIN.DIVISION	58474 - MEMBERSHIPS/LICENSES	-	\$3,500
	1541 - HUNTINGTON/BRADLEY WOODS	60430 - TRASH COLLECTION SERVICE	-	\$2,500
	1543 - CANAL PARK MANAGEMENT	58224 - UNIFORMS/CLOTHING	-	\$1,300
From:	1519 - NATURAL RESOURCE MGT.DIV.	57406 - CONSULTING/PROF. SERVICES	-	(\$7,300)
<b>T25</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1546 - LAKEFRONT PARK MANAGEMENT	72601 - BLDG. CONSTRUCTION MATLS.	Q14042 - WENDY PARK IMP	\$9,148
From:	1540 - ROCKY RIVER PARK MGMT.	73470 - BLDG. CONSTR. CONTRACTS	R14001 - RR STABLE ROOF	(\$4,188)
	1546 - LAKEFRONT PARK MANAGEMENT	73470 - BLDG. CONSTR. CONTRACTS	Q14042 - WENDY PARK IMP	(\$4,960)
<b>T26</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1537 - HINCKLEY PARK MANAGEMENT	60514 - CLEANING SUPPLIES/EXP.	-	\$2,900
	1537 - HINCKLEY PARK MANAGEMENT	60450 - TOILET TANK CLEANING SVC.	-	\$2,000
From:	1537 - HINCKLEY PARK MANAGEMENT	68575 - PROPANE/KEROSENE ETC.	-	(\$4,900)

**Type I: Transfers**

	Division	Account Code	Project	Transfer Amount
<b>T27</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1541 - HUNTINGTON/BRADLEY WOODS	60450 - TOILET TANK CLEANING SVC.	-	\$1,000
	1541 - HUNTINGTON/BRADLEY WOODS	63501 - PURCHASING CARD SUP./EXP.	-	\$725
	1541 - HUNTINGTON/BRADLEY WOODS	61519 - GRASS SEED	-	\$30
From:	1541 - HUNTINGTON/BRADLEY WOODS	59508 - LAWN & GARDEN TOOLS	-	(\$100)
	1541 - HUNTINGTON/BRADLEY WOODS	62531 - ROAD/TRAIL SIGNS,BARRIERS	-	(\$275)
	1541 - HUNTINGTON/BRADLEY WOODS	58506 - FIRST AID/SAFETY SUPPLIES	-	(\$300)
	1555 - ROCKY RIVER OUTDOOR EXPE.	57582 - OFFICE PAPER PRODUCTS	-	(\$430)
	1541 - HUNTINGTON/BRADLEY WOODS	58224 - UNIFORMS/CLOTHING	-	(\$650)
<b>T28</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1544 - WASHINGTON PARK MANAGEMN	60428 - PORTABLE TOILET RENTAL	-	\$2,035
	1544 - WASHINGTON PARK MANAGEMN	68436 - ELECTRICITY	-	\$200
From:	1543 - CANAL PARK MANAGEMENT	63541 - PAINT/STAIN	-	(\$35)
	1544 - WASHINGTON PARK MANAGEMN	63537 - PLUMBING SUPPLIES/EQUIP.	-	(\$200)
	1543 - CANAL PARK MANAGEMENT	62531 - ROAD/TRAIL SIGNS,BARRIERS	-	(\$300)
	1543 - CANAL PARK MANAGEMENT	63538 - STEEL PRODUCTS	-	(\$700)
	1543 - CANAL PARK MANAGEMENT	63540 - CONCRETE	-	(\$1,000)
<b>T30</b>	<i>Transfer of appropriations for replacement of exhibit materials.</i>			
To:	1557 - NATURETRACKS	67573 - EXHIBIT MATERIAL & EXP.	-	\$3,500
From:	1557 - NATURETRACKS	57416 - PRINTING EXPENSE	-	(\$3,500)
<b>T31</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1574 - MERWINS WHARF RESTAURANT	68436 - ELECTRICITY	-	\$36,944
	1574 - MERWINS WHARF RESTAURANT	68444 - WATER-SEWER	-	\$22,000
	1574 - MERWINS WHARF RESTAURANT	60516 - TRASH BAGS/CAN LINERS	-	\$3,000
	1574 - MERWINS WHARF RESTAURANT	63537 - PLUMBING SUPPLIES/EQUIP.	-	\$3,000
	1574 - MERWINS WHARF RESTAURANT	57416 - PRINTING EXPENSE	-	\$656
From:	1519 - NATURAL RESOURCE MGT.DIV.	57406 - CONSULTING/PROF. SERVICES	-	(\$10,000)
	8574 - PARK OP MOBILE CONCESSION	66905 - FOOD & BEVERAGE PURCHASE	-	(\$15,600)
	1574 - MERWINS WHARF RESTAURANT	66822 - SALES TAX	-	(\$40,000)



**Type I: Transfers**

	Division	Account Code	Project	Transfer Amount
<b>T32</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1510 - OPERATIONS ADMIN.DIVISION	58474 - MEMBERSHIPS/LICENSES	-	\$5,500
	1525 - FLEET MANAGEMENT	57502 - OFFICE SUPPLIES	-	\$600
	1579 - EDGEWATER FOOD CONC.	58224 - UNIFORMS/CLOTHING	-	\$250
	8579 - EDGEWATER PIER	58224 - UNIFORMS/CLOTHING	-	\$173
	1575 - HUNTINGTON BEACH CONC.	58224 - UNIFORMS/CLOTHING	-	\$150
From:	1573 - WALLACE LAKE CONCESSION	63442 - OUTSIDE SERVICES	-	(\$300)
	1573 - WALLACE LAKE CONCESSION	63501 - PURCHASING CARD SUP./EXP.	-	(\$300)
	8579 - EDGEWATER PIER	63532 - MISC.MTCE.MATERIAL/SUPPLY	-	(\$573)
	8579 - EDGEWATER PIER	66571 - MISC. SUPPLIES & EXPENSE	-	(\$2,500)
	1573 - WALLACE LAKE CONCESSION	66905 - FOOD & BEVERAGE PURCHASE	-	(\$3,000)
<b>T33</b>	<i>Transfer of appropriations for Villa Angela signs.</i>			
To:	1577 - AQUATIC MGMT. DIVISION	63501 - PURCHASING CARD SUP./EXP.	-	\$3,315
	1577 - AQUATIC MGMT. DIVISION	58224 - UNIFORMS/CLOTHING	-	\$882
From:	1519 - NATURAL RESOURCE MGT.DIV.	57406 - CONSULTING/PROF. SERVICES	-	(\$4,197)
<b>T34</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1578 - E.55TH RESTAURANT	60514 - CLEANING SUPPLIES/EXP.	-	\$1,488
	1578 - E.55TH RESTAURANT	57502 - OFFICE SUPPLIES	-	\$553
	1578 - E.55TH RESTAURANT	57416 - PRINTING EXPENSE	-	\$434
	1578 - E.55TH RESTAURANT	60516 - TRASH BAGS/CAN LINERS	-	\$28
	1578 - E.55TH RESTAURANT	57501 - COMPUTER EQUIPMENT/SUPPLY	-	\$19
From:	1578 - E.55TH RESTAURANT	68449 - INTERNET SERVICES	-	(\$1,241)
	1578 - E.55TH RESTAURANT	66905 - FOOD & BEVERAGE PURCHASE	-	(\$1,281)
<b>T35</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1578 - E.55TH RESTAURANT	63442 - OUTSIDE SERVICES	-	\$2,300
	1578 - E.55TH RESTAURANT	63555 - FACILITY SIGNS	-	\$225
	1578 - E.55TH RESTAURANT	63501 - PURCHASING CARD SUP./EXP.	-	\$182
	1578 - E.55TH RESTAURANT	63546 - HVAC SUPPLIES/EQUIP.	-	\$87
From:	1578 - E.55TH RESTAURANT	68449 - INTERNET SERVICES	-	(\$2,794)
<b>T36</b>	<i>Transfer of appropriations for additional testing and equipment.</i>			
To:	1630 - RANGER OPERATIONS	57406 - CONSULTING/PROF. SERVICES	-	\$2,000
	1630 - RANGER OPERATIONS	74703 - MISC. CAPITAL EQUIPMENT	EQUIPC - CAPITAL FUND EQUIPMENT	\$1,852
From:	1630 - RANGER OPERATIONS	64431 - REPAIR SVC-VEHICLES/EQUIP	-	(\$1,852)
	1630 - RANGER OPERATIONS	67471 - RANGER PRISONER HOUSING	-	(\$2,000)

**Type I: Transfers**

	Division	Account Code	Project	Transfer Amount
<b>T37</b>	<i>Transfer of appropriations for installation of new carpet in Records Room.</i>			
To:	1630 - RANGER OPERATIONS	63545 - INTERIOR FURNISHINGS	-	\$750
From:	1630 - RANGER OPERATIONS	67471 - RANGER PRISONER HOUSING	-	(\$750)
<b>T38</b>	<i>Transfer of appropriations for our share of marine patrol operating expenses.</i>			
To:	1630 - RANGER OPERATIONS	67568 - RANGER SUPPLIES & EXPENSE	-	\$4,900
From:	1630 - RANGER OPERATIONS	64548 - GASOLINE/DIESEL FUEL	-	(\$4,900)
<b>T39</b>	<i>Transfer of appropriations for water chiller refrigeration unit for Aquatics.</i>			
To:	1721 - ZOOLOGICAL PROGRAMS	59507 - MINOR EQUIPMENT	-	\$918
From:	1721 - ZOOLOGICAL PROGRAMS	74730 - A/V & PHOTOGRAPHY EQUIP.	EQUIPC - CAPITAL FUND EQUIPMENT	(\$918)
<b>T40</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1750 - ZOO FACILITY OPERATIONS	60430 - TRASH COLLECTION SERVICE	-	\$12,000
	1750 - ZOO FACILITY OPERATIONS	62527 - AGGREGATE MATERIALS	-	\$3,000
From:	1750 - ZOO FACILITY OPERATIONS	58422 - TRAINING/CONFERENCE EXP.	-	(\$3,000)
	1750 - ZOO FACILITY OPERATIONS	63440 - MTCE. SERVICE CONTRACTS	-	(\$12,000)
<b>T41</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1750 - ZOO FACILITY OPERATIONS	61525 - PLANT MATERIAL	-	\$2,000
	1750 - ZOO FACILITY OPERATIONS	57406 - CONSULTING/PROF. SERVICES	-	\$2,000
From:	1750 - ZOO FACILITY OPERATIONS	58224 - UNIFORMS/CLOTHING	-	(\$4,000)
<b>T42</b>	<i>Transfer of appropriations for installation of AEC cameras.</i>			
To:	1750 - ZOO FACILITY OPERATIONS	73470 - BLDG. CONSTR. CONTRACTS	V15004 - AEC CAMERAS	\$15,494
From:	1721 - ZOOLOGICAL PROGRAMS	74730 - A/V & PHOTOGRAPHY EQUIP.	EQUIPC - CAPITAL FUND EQUIPMENT	(\$15,494)
<b>T43</b>	<i>Transfer of appropriations for installation of teleconferencing in conference room.</i>			
To:	1750 - ZOO FACILITY OPERATIONS	73480 - MISC. CAPITAL CONTRACTS	V15005 - TELECONFERENCING	\$16,750
From:	1721 - ZOOLOGICAL PROGRAMS	74703 - MISC. CAPITAL EQUIPMENT	EQUIPC - CAPITAL FUND EQUIPMENT	(\$2,750)
	1721 - ZOOLOGICAL PROGRAMS	74703 - MISC. CAPITAL EQUIPMENT	EQUIPC - CAPITAL FUND EQUIPMENT	(\$4,000)
	1721 - ZOOLOGICAL PROGRAMS	74730 - A/V & PHOTOGRAPHY EQUIP.	EQUIPC - CAPITAL FUND EQUIPMENT	(\$10,000)
<b>T44</b>	<i>Transfer of appropriations for audio visual services.</i>			
To:	1810 - INFORMATION SYSTEMS DIV.	57581 - A/V SUPPLIES & EXPENSE	-	\$10,000
From:	1810 - INFORMATION SYSTEMS DIV.	58422 - TRAINING/CONFERENCE EXP.	-	(\$10,000)
<b>T45</b>	<i>Transfer of appropriations for purchase of confined space air monitoring equipment.</i>			
To:	1920 - SAFETY/ENVIRONMENTAL	74703 - MISC. CAPITAL EQUIPMENT	EQUIPC - CAPITAL FUND EQUIPMENT	\$2,290
From:	1920 - SAFETY/ENVIRONMENTAL	58506 - FIRST AID/SAFETY SUPPLIES	-	(\$2,290)

**Type I: Transfers**

	Division	Account Code	Project	Transfer Amount
<b>T46</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3101 - BIG MET CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$20,000
	3104 - MANAKIKI CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$20,000
	3105 - SLEEPY HOLLOW CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$20,000
	3106 - SHAWNEE HILLS CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$14,338
	3102 - LITTLE MET CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$10,000
	3108 - SENECA CLUBHOUSE	66438 - POWER GOLF CAR LEASE	-	\$8,330
	3106 - SHAWNEE HILLS CLUBHOUSE	66825 - CREDIT CARD EXPENSES	-	\$2,500
	3104 - MANAKIKI CLUBHOUSE	66825 - CREDIT CARD EXPENSES	-	\$2,100
	3101 - BIG MET CLUBHOUSE	66825 - CREDIT CARD EXPENSES	-	\$2,000
	3105 - SLEEPY HOLLOW CLUBHOUSE	66825 - CREDIT CARD EXPENSES	-	\$1,920
	3102 - LITTLE MET CLUBHOUSE	66825 - CREDIT CARD EXPENSES	-	\$800
	3108 - SENECA CLUBHOUSE	66825 - CREDIT CARD EXPENSES	-	\$800
	3010 - GOLF ADMINISTRATION DIV.	66825 - CREDIT CARD EXPENSES	-	\$200
	3107 - WASHINGTON CLUBHOUSE	66825 - CREDIT CARD EXPENSES	-	\$100
From:	1241 - PURCHASING STORES DIV.	64548 - GASOLINE/DIESEL FUEL	-	(\$3,088)
	1241 - PURCHASING STORES DIV.	68436 - ELECTRICITY	-	(\$100,000)
<b>T47</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3104 - MANAKIKI CLUBHOUSE	73470 - BLDG. CONSTR. CONTRACTS	303001 - CLUBHOUSE IMPROVEMENTS	\$26,000
From:	3104 - MANAKIKI CLUBHOUSE	72601 - BLDG. CONSTRUCTION MATLS.	303001 - CLUBHOUSE IMPROVEMENTS	(\$1,360)
	3104 - MANAKIKI CLUBHOUSE	72450 - OUTSIDE SVC. FOR CAP.PROJ	303001 - CLUBHOUSE IMPROVEMENTS	(\$24,640)
<b>T48</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3105 - SLEEPY HOLLOW CLUBHOUSE	57414 - OFFICE EQUIP.MTCE.SERVICE	-	\$160
	3105 - SLEEPY HOLLOW CLUBHOUSE	63567 - GOLF COURSE SUPPLIES	-	\$120
From:	3105 - SLEEPY HOLLOW CLUBHOUSE	67585 - GOLF PRO SHOP EXPENSES	-	(\$280)
<b>T49</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3201 - BIG MET CONCESSIONS	63442 - OUTSIDE SERVICES	-	\$3,000
	3208 - SENECA CONCESSIONS	63442 - OUTSIDE SERVICES	-	\$1,400
From:	3208 - SENECA CONCESSIONS	66571 - MISC. SUPPLIES & EXPENSE	-	(\$700)
	3208 - SENECA CONCESSIONS	67571 - MISC. SUPPLIES & EXPENSE	-	(\$700)
	3201 - BIG MET CONCESSIONS	59507 - MINOR EQUIPMENT	-	(\$3,000)

**Type I: Transfers**

	Division	Account Code	Project	Transfer Amount
<b>T50</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3302 - LITTLE MET TURF	61521 - FUNGICIDES	-	\$1,000
	3302 - LITTLE MET TURF	61524 - TOPSOIL	-	\$1,000
	3302 - LITTLE MET TURF	61519 - GRASS SEED	-	\$500
	3302 - LITTLE MET TURF	61518 - MISC. TURF SUPPLIES	-	\$450
	3302 - LITTLE MET TURF	61522 - HERBICIDES	-	\$430
	3302 - LITTLE MET TURF	61523 - INSECTICIDES	-	\$400
From:	3301 - BIG MET TURF	60450 - TOILET TANK CLEANING SVC.	-	(\$400)
	3302 - LITTLE MET TURF	64551 - VEHICLE/EQUIP.REPAIR PART	-	(\$430)
	3301 - BIG MET TURF	64501 - PURCHASING CARD SUP./EXP.	-	(\$450)
	3301 - BIG MET TURF	64549 - OIL, PETROLEUM PRODUCTS	-	(\$500)
	3301 - BIG MET TURF	64551 - VEHICLE/EQUIP.REPAIR PART	-	(\$1,000)
	3301 - BIG MET TURF	64548 - GASOLINE/DIESEL FUEL	-	(\$1,000)
<b>T51</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3303 - MASTICK WOODS TURF	51105 - SALARIES SEASONAL	-	\$7,800
	3302 - LITTLE MET TURF	51101 - SALARIES FULL-TIME	-	\$3,300
	3303 - MASTICK WOODS TURF	64551 - VEHICLE/EQUIP.REPAIR PART	-	\$2,300
	3303 - MASTICK WOODS TURF	61522 - HERBICIDES	-	\$950
	3302 - LITTLE MET TURF	60516 - TRASH BAGS/CAN LINERS	-	\$175
	3303 - MASTICK WOODS TURF	63537 - PLUMBING SUPPLIES/EQUIP.	-	\$30
From:	3303 - MASTICK WOODS TURF	60514 - CLEANING SUPPLIES/EXP.	-	(\$30)
	3302 - LITTLE MET TURF	62527 - AGGREGATE MATERIALS	-	(\$175)
	3301 - BIG MET TURF	64548 - GASOLINE/DIESEL FUEL	-	(\$3,250)
	3301 - BIG MET TURF	51105 - SALARIES SEASONAL	-	(\$3,300)
	3301 - BIG MET TURF	51105 - SALARIES SEASONAL	-	(\$7,800)
<b>T52</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3304 - MANAKIKI TURF	68444 - WATER-SEWER	-	\$2,000
From:	3304 - MANAKIKI TURF	61520 - FERTILIZER	-	(\$2,000)
<b>T53</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3306 - SHAWNEE HILLS TURF	61521 - FUNGICIDES	-	\$1,528
	3308 - SENECA TURF	72618 - TURF SUPPLIES	812001 - SENECA COURSE REDESIGN	\$1,371
From:	3105 - SLEEPY HOLLOW CLUBHOUSE	74724 - TECHNOLOGY EQUIPMENT	-	(\$1,371)
	3306 - SHAWNEE HILLS TURF	63588 - IRRIGATION/DRAINAGE SUP.	-	(\$1,528)

**Type I: Transfers**

	<b>Division</b>	<b>Account Code</b>	<b>Project</b>	<b>Transfer Amount</b>
<b>T54</b>	<i>Transfer of appropriations for new irrigation motor.</i>			
To:	3307 - WASHINGTON TURF	63588 - IRRIGATION/DRAINAGE SUP.	-	\$700
From:	3307 - WASHINGTON TURF	61522 - HERBICIDES	-	(\$700)
<b>T55</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3308 - SENECA TURF	63441 - RENTAL EQUIPMENT	-	\$560
From:	3308 - SENECA TURF	60428 - PORTABLE TOILET RENTAL	-	(\$560)
<b>T56</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3308 - SENECA TURF	63442 - OUTSIDE SERVICES	-	\$2,034
From:	3010 - GOLF ADMINISTRATION DIV.	64548 - GASOLINE/DIESEL FUEL	-	(\$2,034)
<b>T57</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3308 - SENECA TURF	64551 - VEHICLE/EQUIP.REPAIR PART	-	\$5,000
From:	3308 - SENECA TURF	61520 - FERTILIZER	-	(\$1,000)
	3308 - SENECA TURF	61521 - FUNGICIDES	-	(\$4,000)

**Type I: Transfers**

	Division	Account Code	Project	Transfer Amount
<b>T58</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3308 - SENECA TURF	72625 - IRRIGATION/DRAINAGE	812001 - SENECA COURSE REDESIGN	\$45,499
From:	3305 - SLEEPY HOLLOW TURF	58506 - FIRST AID/SAFETY SUPPLIES	-	(\$29)
	3305 - SLEEPY HOLLOW TURF	62529 - ROCK SALT/CINDERS	-	(\$39)
	3010 - GOLF ADMINISTRATION DIV.	60514 - CLEANING SUPPLIES/EXP.	-	(\$79)
	3305 - SLEEPY HOLLOW TURF	57414 - OFFICE EQUIP.MTCE.SERVICE	-	(\$92)
	3206 - SHAWNEE HILLS CONCESSIONS	58506 - FIRST AID/SAFETY SUPPLIES	-	(\$100)
	3206 - SHAWNEE HILLS CONCESSIONS	60515 - PAPER TOWELS/TISSUE/ETC	-	(\$111)
	3305 - SLEEPY HOLLOW TURF	59507 - MINOR EQUIPMENT	-	(\$165)
	3208 - SENECA CONCESSIONS	64548 - GASOLINE/DIESEL FUEL	-	(\$168)
	3206 - SHAWNEE HILLS CONCESSIONS	67571 - MISC. SUPPLIES & EXPENSE	-	(\$230)
	3206 - SHAWNEE HILLS CONCESSIONS	59507 - MINOR EQUIPMENT	-	(\$279)
	3206 - SHAWNEE HILLS CONCESSIONS	57416 - PRINTING EXPENSE	-	(\$308)
	3305 - SLEEPY HOLLOW TURF	60430 - TRASH COLLECTION SERVICE	-	(\$385)
	3010 - GOLF ADMINISTRATION DIV.	61518 - MISC. TURF SUPPLIES	-	(\$500)
	3010 - GOLF ADMINISTRATION DIV.	65562 - MISC.ANIMAL CARE SUPPLIES	-	(\$924)
	3304 - MANAKIKI TURF	61520 - FERTILIZER	-	(\$1,000)
	3206 - SHAWNEE HILLS CONCESSIONS	63546 - HVAC SUPPLIES/EQUIP.	-	(\$1,100)
	3305 - SLEEPY HOLLOW TURF	61521 - FUNGICIDES	-	(\$1,981)
	3305 - SLEEPY HOLLOW TURF	63501 - PURCHASING CARD SUP./EXP.	-	(\$2,000)
	3206 - SHAWNEE HILLS CONCESSIONS	72728 - CONCESSION EQUIPMENT	515001 - MISC CONCESSION IMP	(\$2,442)
	3010 - GOLF ADMINISTRATION DIV.	57406 - CONSULTING/PROF. SERVICES	-	(\$5,460)
	3010 - GOLF ADMINISTRATION DIV.	64548 - GASOLINE/DIESEL FUEL	-	(\$6,424)
	3305 - SLEEPY HOLLOW TURF	64548 - GASOLINE/DIESEL FUEL	-	(\$7,000)
	3010 - GOLF ADMINISTRATION DIV.	58224 - UNIFORMS/CLOTHING	-	(\$14,683)
<b>T59</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	3308 - SENECA TURF	72450 - OUTSIDE SVC. FOR CAP.PROJ	812001 - SENECA COURSE REDESIGN	\$13,000
	3308 - SENECA TURF	72618 - TURF SUPPLIES	812001 - SENECA COURSE REDESIGN	\$5,820
	3308 - SENECA TURF	72625 - IRRIGATION/DRAINAGE	812001 - SENECA COURSE REDESIGN	\$4,218
	3308 - SENECA TURF	72706 - MISC CAPITAL EQUIPMENT	812001 - SENECA COURSE REDESIGN	\$2,000
From:	3105 - SLEEPY HOLLOW CLUBHOUSE	73470 - BLDG. CONSTR. CONTRACTS	408001 - CLUBHOUSE IMPROVEMENTS	(\$25,038)
<b>T63</b>	<i>Transfer of appropriations in connection with marina software.</i>			
To:	8578 - E. 55TH MARINA	63442 - OUTSIDE SERVICES	-	\$1,242
From:	8578 - E. 55TH MARINA	66904 - CONSUMABLE ENTERPRISE EXP	-	(\$1,242)

**Type I: Transfers**

	<b>Division</b>	<b>Account Code</b>	<b>Project</b>	<b>Transfer Amount</b>
<b>T64</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	1241 - PURCHASING STORES DIV.	57406 - CONSULTING/PROF. SERVICES	-	\$416,912
From:	1241 - PURCHASING STORES DIV.	68444 - WATER-SEWER	-	(\$66,912)
	1241 - PURCHASING STORES DIV.	64548 - GASOLINE/DIESEL FUEL	-	(\$350,000)
<b>Subtotal, Operating/Capital Funds Transfers</b>				<b>\$0</b>
<b>Restricted Funds</b>				
<b>T61</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	5457 - CUY WEED MGMT - DOI NPS	51101 - SALARIES FULL-TIME	-	\$3,780
	5457 - CUY WEED MGMT - DOI NPS	52215 - PERS	-	\$1,553
	5457 - CUY WEED MGMT - DOI NPS	51105 - SALARIES SEASONAL	-	\$635
From:	5457 - CUY WEED MGMT - DOI NPS	57406 - CONSULTING/PROF. SERVICES	-	(\$5,968)
<b>T62</b>	<i>Transfer of appropriations to match actual expenditures.</i>			
To:	5786 - ZOO SOC - HAY BARN	72601 - BLDG. CONSTRUCTION MATLS.	V14786 - HAY STROAGE	\$5,000
From:	5786 - ZOO SOC - HAY BARN	73470 - BLDG. CONSTR. CONTRACTS	V14786 - HAY STROAGE	(\$5,000)
<b>Subtotal, Restricted Funds Transfers</b>				<b>\$0</b>
<b>Net Increase to Budget</b>				<b>\$0</b>



