

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

OCTOBER 1, 2015**

The Board of Park Commissioners met on this date, Thursday, October 1, 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. 15-10-150: It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to approve the minutes from the Regular Meeting of September 9, 2015, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

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

Nays: None.

PUBLIC COMMENTS.

Ms. Marty Leshner of Olmsted Township read from a prepared statement. Ms. Leshner's comments can be heard in their entirety by accessing the "About Us" section of Cleveland Metroparks website under "Board Meetings/Board Meeting Archives."

Also present was Mr. John Hnat of the Citizens for Bay Village Community Theater (the "Citizens"). Mr. Hnat read for the Board a resolution (see page **80422**) adopted by the Citizens on September 30, 2015. Mr. Hnat's comments can also be heard in their entirety by accessing the "About Us" section of Cleveland Metroparks website under "Board Meetings/Board Meeting Archives."

ACTION ITEMS.

- (a) ***Consultant Agreement – RFQ #5985: Coastal and Shoreline Professional Design Services – Euclid Beach/Villa Angela Swimming Area Design***
(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer)

Request for Qualifications (RFQ) Response and Analysis:

On May 12, 2014 Cleveland Metroparks issued a RFQ for professional design services and invited qualified design professionals to submit their qualifications for the design of twenty-seven (27) potential types of shoreline improvement projects. Projects included not just lakefront improvements, but also those to potentially take place on other waterways within the park system. The RFQ was issued for a period to last five years (2014 to 2019), with an annual review of the selected consultant to be performed.

The RFQ yielded seven (7) responses from consultant teams. Qualifications were reviewed by Cleveland Metroparks staff and interviews were held with four (4) of the seven (7) consultant teams and, pursuant to ORC 153.69, the top three (3) firms were ranked in order of most qualified. Presented as an Information Item at the July 10, 2014 Board meeting, KS Associates, Inc. / W.F. Baird & Associates Ltd. team (KS Team) was deemed most qualified by Cleveland Metroparks staff. With concurrence of the Board to select the KS Team as the most qualified, individual contracts will be negotiated on a per project basis and brought to the Board per the Cleveland Metroparks Bylaws.

Background:

On October 15, 2014 the Board authorized a Professional Service Agreement for the Euclid Beach Pier with **KS Associates, Inc. (KS)**, in the not-to-exceed amount of **\$149,555** for due diligence and preliminary design services. As part of the due diligence for the project, KS surveyed the lake bottom with sonar in order to create a topographic map of the lake floor (a.k.a. bathymetric survey). The resulting survey demonstrated that the effect of the off shore breakwaters fronting Euclid Beach and Villa Angela Beach is a “scaloped” beach setting that has allowed waves to carve variable patterns in the lake bottom. The highly variable lake bottom elevations, and in some locations steep slopes near and distant from shore, create areas of the beach which are not conducive to swimming. The Board then approved an amendment to KS’s contract on March 26, 2015 in the amount of **\$55,000** to perform the following tasks in relation to establishing a permanent swimming area:

- Review of Design Literature and Design Parameter Establishment;
- Hydrodynamic Modeling (water current modeling of existing conditions);
- Concept Designs and Cost Estimates; and
- Modeling of Conceptual Designs.

Proposal Analysis:

With concept design and modeling now complete, KS Associates, Inc. has submitted a proposal to perform the following scope:

ACTION ITEMS (cont.)

Preliminary and Schematic Design - Preliminary design of improvements to the swimming area at the east end of Villa Angela Beach.

- Submerged sills to be constructed in the gaps between the existing breakwaters for the purpose of reducing wave energy on the beach and preventing cross-shore transport of sand
- Re-grading the beach profile to provide more consistent slopes and shallower water depths
- The addition of sand pre-fill to reduce beach slopes and water depths, as required by regulatory agencies or needed based on estimated existing sand resources

Pre-Meeting and Permitting through ODNR, USACE and OEPA

- Attend pre-meeting with regulatory agencies
- Determine sand pre-fill requirements, if any
- Submit for necessary permits
- Revise plans as necessary

Design Review and Cross Shore Modeling

- Baird & Associates (KS' subconsultant) will review the proposed submerged sills and beach profiles. The review shall include additional cross-shore modeling to predict beach response during storm events. This data will be used to qualify the expected performance of the proposed beach system and the risks associated with the planned sill profiles.

Preparation of Construction Documents

- Secure final permits
- Prepare documents for pricing and construction
- Coordination with construction manager

Construction Administration and Limited Inspection

- Attend coordination meetings, provide any necessary clarifications and address RFI's
- Perform shop drawing and submittal review
- Perform quarry inspection / construction observation
- Assemble as-builts

The cost for the above items to be performed by KS Associates, Inc. is \$52,020.

No. 15-10-151: It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to enter into a Professional Service Agreement for the Euclid Beach/Villa Angela Swimming Area Improvement Design with **KS Associates, Inc.**, in the not-to-exceed amount of **\$52,020**, in a form acceptable to the Chief Legal and Ethics Officer, pursuant a proposal dated September 23, 2015.

Vote on the motion was as follows:

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

Nays: None.

ACTION ITEMS (cont.)

- (b) ***Professional Services Agreement – Design of the Cleveland Foundation Centennial Trail North***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Richard J. Kerber, Project Manager)

Background:

Cleveland Metroparks has entered into a Project Development Agreement with LAND Studio, Inc. (LAND) and the Trust for Public Land (TPL) to develop the Cleveland Foundation Centennial Trail (Trail). An overall plan for the Trail is shown on page **80423**. Phase 1 of the Trail, also known as the Cleveland Foundation Centennial Trail South from the Towpath Trail to Columbus Road is now complete and open for use. Previously the Board authorized professional service agreements for the design of a 600 foot bridge connecting River Road on the Flats West Bank to Whiskey Island and Wendy Park and a feasibility study for widening the sidewalk on the Willow Ave. Lift Bridge. The fund raising efforts for the Trail, coordinated by TPL and LAND, are to the point where sufficient funding is available to fund the design for the next section of Trail from Detroit Ave to River Rd in the Flats West Bank area. A map of the proposed route is shown on page **80424**.

Consultant Selection:

RFQ 6117 was issued on August 3, 2015. On August 14, 2015 seven qualifications statements were received from interested design firms. A review team made up of Sean McDermott and Richard Kerber from Cleveland Metroparks, James Kastelic from TPL and Joel Wimbiscus from LAND interviewed a short list of three firms. As a result of the qualification statements and interviews, Michael Baker International, Inc. (Baker) was selected as the most qualified firm. Baker is the design consultant for Stages 3 and 4 of the Towpath project and has developed a detailed understanding of working in the Cleveland urban area. Baker has the engineering staff able to handle the environmental, structural and lighting needs for the trail along with a skilled design staff that will develop the trail amenities and interfaces with adjacent properties. Baker is supplementing their in-house staff with design specialists from City Architecture who are working closely with the Flats Forward group and understand the dynamics of the neighborhood.

RFQ #6117								
Cleveland Foundation Centennial Trail North Detroit Avenue to River Avenue								
Received: August 14, 2015								
Prime Consultant	Subconsultants							Firm Ranking
	Landscape	Survey	Geotech	Lighting	Structural	Estimating	Hist Pres	
Environmental Design Group			PSI		MS Consultants			2
Mannik & Smith Group, Inc.								3
Michael Baker International, Inc.		Garrett	Pro Geotech				City Arch	1
GPD Group			Resource International					X
Palmer Engineering	Behnke		S&ME					X
Langan Engineering	Behnke			Karpinski	I.A. Lewin	Regency		X
E.L. Robinson	CSS	Barr Engineering	Barr Engineering	JMT				X

ACTION ITEMS (cont.)**Scope and Fee:**

Staff has met with Baker and jointly developed a scope of work for the design effort. There are a number of unknowns going into the design based on the history of the corridor. The alignment for the Trail is an old rail line that was built in the 1800's in a trench through the industrial properties along the route. There are existing retaining walls that form part of the original trench along with buildings constructed very close to the edge of the trench. Some of the old trench areas have been filled and will be excavated again to create the Trail. Engineering evaluations of the stability of the trench and surrounding properties will be a key factor in the success of the project.

The fee proposal can be summarized as follows:

Task	Baker (Prime)	City Arch (Designers)	Garrett (Surveyors)	Pro Geotech	Reimbursable	Total
Due Diligence and Programming	\$24,492	\$500	\$9,300	\$39,982	\$629	\$74,903
Preliminary Design and Public Involvement	\$62,240	\$19,500	\$0	\$0	\$2,178	\$83,918
Construction and Permit Documents	\$160,200	\$24,000	\$3,300	\$0	\$3,289	\$190,789
Total						\$349,610

Fee estimates for additional items of design that may be required are as follows:

- Construction Administration \$20,000
- ODOT Environmental Documents \$25,329
- ODOT Quantity Sheets \$14,399
- Additional Trailhead \$11,835
- Underground Utility Location by Test Holes \$8,000
- Presentations at Design Review Committees \$3,857

The budget for construction costs is currently being carried as \$2,500,000.

No. 15-10-152:

It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the Chief Executive Officer to execute a professional service agreement in form acceptable to the Chief Legal and Ethics Officer with **Michael Baker International, Inc.**, pursuant to its proposal dated September 25, 2015, in an amount not to exceed **\$349,610** to provide for professional services for the Design of the Cleveland Foundation Centennial Trail North as described above.

Vote on the motion was as follows:

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

Nays: None.

AWARD OF BIDS:

No. 15-10-153:

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

Bid #6106: 2015 Garfield Park Reservation Asphalt Pavement Improvements (see page 80411);

Commodities Usage Report:

- **Janitorial Supplies** for a One-Year Period (see page 80413); and

Ohio Co-Op and National IPA Co-Op #6123: Janitorial Cleaning Products and Programs (Cleaning, Sanitation, Air Care and Wastewater (see page 80414).

Vote on the motion was as follows:

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

Nays: None.

AWARD OF BIDS (cont):

BID #6106 SUMMARY: **2015 GARFIELD PARK RESERVATION ASPHALT PAVEMENT IMPROVEMENTS**
*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/
 Jim Rodstrom, Director of Construction)*

Cleveland Metroparks has developed and successfully utilized pavement rehabilitation techniques consisting of simple overlays on pavements with good structural characteristics or a varying degree of pavement repair followed by an overlay on pavements with sections in poor condition or lack of structural integrity. The 2015 Garfield Park Reservation Asphalt Pavement Improvements are proposed to utilize a repair and overlay approach similar to comparable projects completed over the past several years.

This 2015 asphalt resurfacing bid reflects the following scope of work:

Location	Description
Base Bid:	3" asphalt grind and overlay of approximately 0.60 miles of roadway on Garfield Park Blvd and approximately 0.62 miles of roadway on Mill Creek Lane. 1-1/2" asphalt overlay of approximately 0.40 miles of roadway on Wolf Creek Lane in addition to 1-1/2" asphalt overlay of approximately 8,000 square yards of existing parking. Asphalt grind and overlay repair of approximately 2,533 square yards prior to the asphalt overlay, 26 window catch basins modified, 15 catch basins/manholes adjusted to grade, and pavement marking restoration.
Add Alternate A: Sandstone Curb Section Replacement	Replacement of sandstone curb sections on Garfield Park Blvd (approx. 40 sections), Wolf Creek Lane (approx. 20 sections), and Mill Creek Lane (approx. 20 sections).

Bids were received on September 23, 2015 and are tabulated below:

Bidder Name	Base Bid	Add Alt A	Total, Base plus Alt. A
Chagrin Valley Paving	\$553,247.00	\$21,600.00	\$574,847.00
Karvo Paving Co.	\$528,450.00	\$33,700.00	\$562,150.00
The Shelly Co.	\$514,663.16	\$25,000.00	\$539,663.16
Burton Scot Contractors	\$586,622.40	\$17,664.00	\$604,286.40
Engineer's Estimate	\$525,000.00		

Staff recommends awarding the **Base Bid plus add Alternate A** to **The Shelly Company**. Shelly has not performed any paving projects in the recent past for Cleveland Metroparks, but has successfully completed similar roadway projects for other government agencies throughout this region and throughout the state of Ohio. They have been in business for 69 years and specialize in county, municipal, and commercial paving as well as ODOT projects.

AWARD OF BIDS (cont):**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into a contract with **The Shelly Company** as the lowest and best bidder for Bid #6106, 2015 Garfield Park Reservation Asphalt Pavement Improvements for the Base Bid amount of \$514,663.16, plus Add Alternate A for \$25,000.00 for the **total, lump sum amount of \$539,663.16**. 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 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. Form of contract to be approved by the Chief Legal and Ethics Officer.

(See Approval of this Item by Resolution No. 15-10-153 on Page 80410)

AWARD OF BIDS (cont):

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

JANITORIAL SUPPLIES FOR A ONE YEAR PERIOD

ORIGINAL ESTIMATE: \$50,000 ACTUAL CONSUMPTION \$125,000

At the Board meeting of October 15, 2014, as reported on the "Items Between \$10,000 - \$50,000", various janitorial products (cleaners, gloves, disinfectants, etc.) were awarded to W.W. Grainger for the time period of October 1, 2014 through September 30, 2015.

Since that time, the new consumption patterns have been drastically altered due the volume increases brought about by the addition of the Lakefront properties and the standardization of all janitorial products (including eco-friendly) to one supplier.

On May 28, 2015 the Board was asked to approve an increase of \$60,000 to the award amount to accommodate the additional janitorial products. However, the request on May 28, 2015 was underestimated and an additional consumption to close out the contract period entirely finds the need for an additional \$15,000 making the final award of \$125,000.

ORIGINAL AWARD (10/15/14)	\$ 50,000.00
Additional Consumption Estimate (05/28/15)	60,000.00
Additional Consumption/Final "Close-out" Estimate (10/01/15)	<u>15,000.00</u>
REVISED TOTAL AWARD	\$125,000.00

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

RECOMMENDED ACTION:

That the Chief Executive Officer amend Resolution No. 15-05-094 to accommodate usage in excess of the original estimate as follows:

No. 15-05-094: It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize the increase of various janitorial products as presented above from W.W. Grainger, in cooperation with the National IPA Cooperative Agreement, pursuant to the agenda originally approved on October 15, 2014, for a revised total not to exceed ~~\$110,000~~ \$125,000.

Vote on the motion was as follows:

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

Nays: None.

(See Approval of this Item by Resolution No. 15-10-153 on Page 80410)

AWARD OF BIDS (cont):**OHIO CO-OP and NATIONAL IPA CO-OP #6123:**

JANITORIAL CLEANING PRODUCTS AND PROGRAMS (CLEANING, SANITATION, AIR CARE, AND WASTEWATER) for a 25-month period beginning October 1, 2015 through November 30, 2017.

Background

W.W. Grainger is the current supplier to Cleveland Metroparks, leveraging the National IPA contract, for the supply of janitorial products throughout Cleveland Metroparks. Staff utilizes a web-based electronic catalog concept for procurement of such products with a net-priced catalog custom-tailored for Cleveland Metroparks.

State Industrial Products, also a current supplier, leverages a cooperative contract through the State of Ohio for air care (for restrooms and vault toilets), cleaning and sanitation (proportion system for dispensing concentrated cleaning products) and wastewater programs (for lift stations, grease traps, pit toilets and drains). Each program includes the installation of equipment, monthly services (preventative maintenance, inventory control, changing of batteries and training) and is a hands-free operation.

The new (concurrent) contract term is for a 25-month period beginning October 1, 2015 through November 30, 2017 is now available to Cleveland Metroparks.

Staff compared the overall pricing structure and value added of various janitorial products and systems/programs (products offered, online services, sustainability and eco-friendly programs) offered by both suppliers. To that end Cleveland Metroparks recommends a split award to W.W. Grainger and State Industrial Products as the combination represents the lowest and best overall value for the Park District.

RECOMMENDED ACTION:

That the Board authorize a split award for the purchase of various janitorial cleaning products and programs, as specified in the above summary for OHIO AND NATIONAL IPA Co-Op #6123 to **W.W. Grainger and State Industrial Products** to be purchased on an "as needed" basis for a 25-month period, beginning October 1, 2015 through November 30, 2017 **for a total cost not to exceed \$350,000**, in full utilization of the National IPA contract number 141003 and State of Ohio contract number 800150.

(See Approval of this Item by Resolution No. 15-10-153 on Page 80410)

SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 10/01/15)

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:

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Shingle roof replacements at Euclid Creek including Upper Highland and Lower Highland Shelters and Lower Highland Cookhouse and Rocky River Marina building, Marina garage and gazebo.	Franciscus, Inc.	\$39,499.00	(7)
Various food fish to be supplied on an "as needed" basis for a one year period beginning September 1, 2015 through August 31, 2016.	McRobert's Sales Company	\$18,000.00	(7)
Flat roof replacement at Acacia maintenance building and first and second tiers at Squire's Castle in the North Chagrin Reservation.	Southwest Companies, Inc.	\$23,645.00	(7)
Playground unit for Rear Quarry picnic area at Euclid Creek.	Snider and Associates, Inc.	\$14,999.00	(7)
Formative and cumulative activity reports, executive summaries and consults for zoo education.	Lifelong Learning Group	\$10,700.00	(3)
Online employee benefits enrollment and administration beginning September 1, 2015 through August 31, 2016.	4 My Benefits	\$21,500.00	(7)
Twenty 2-in-1 recycling containers for zoo including liners and sorters.	Busch Systems	\$11,657.88	(3)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Busnell 14 mph Trophy cam aggressor for zoo hospital.	Opticsplanet.com	\$17,768.40	(7)
Completing cross sections and setting proposed limits for Valley Parkway Connector Trail.	LJB, Inc.	\$16,984.00	(5)
Invasive species management at Fowles Marsh including mowing, spraying and planting native species. Originally seen by the Board on August 20, 2015. Shown here to add \$5,137 to cover an additional 2.3 acres.	Davey Resource Group	\$43,856.00	(7)
	Additional ...	<u>5,137.00</u> \$48,993.00	
Dues for renewal of annual AZA membership (2016).	Association of Zoos and Aquariums	\$19,318.00	(3)
Boards for use on East 55 th docks including bocce ball courts and grill enclosures. Shown here to add material beyond the original estimate to complete tasks.	Erie Custom Carpentry	\$ 9,080.00	(7)
	Additional ...	<u>5,184.00</u> \$14,264.00	
Field preparation, fertilizing services and application of hayseed on approximately 50 acres of land within Cuyahoga Valley National Park System.	Steve Mattes	\$32,500.00	(7)
License renewal and establishment of new licenses for Symantec Endpoint Protection per Information Systems Dept.	CDW Government, Inc.	\$10,840.00	(7)

===== **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 (10/01/15)

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

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

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order No.</u>
<u>East 55th Marina Construction</u> Original Contract Amount = \$220,800.00 <u>Revised Contract Amount:</u> Added \$2,875.00 for a revised total of \$223,675.00	Additional earthwork undercuts and stone stabilization	Envirocom Construction	No. 1

INFORMATION/BRIEFING ITEMS/POLICY.

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

Allison M. Schaefer, Assistant Aquatics Manager/Program Coordinator

Although Allison Schaefer became the Assistant Aquatics Manager/Program Coordinator for Cleveland Metroparks in April 2013, she was certainly no stranger to the Park District. She actually began her career with Cleveland Metroparks in 2005 when she was hired as a seasonal lifeguard at Hinckley Dam. Allison was also a Lifeguard Supervisor for Cleveland Metroparks until 2010. In between her time with Cleveland Metroparks, Allison worked an Account Executive for the Cleveland Gladiators and as a Toddler Teacher for the Cleveland Children's Academy. She holds a Bachelor of Science in Sports Sciences from Ohio University's College of Health & Human Services.

- b. ***Watershed Stewardship Center Update***
(Originating Sources: Wendy Weirich, Director of Outdoor Experiences/Terry Robison, Director of Natural Resources)

The Watershed Stewardship Center has been open since June of 2013 and has made a significant splash in the community. Partnership programs, unique projects and community involvement are part of the daily successes of the Watershed Stewardship Center. Wendy Weirich and Terry Robison each provided the Board with an update and overview of the Watershed Stewardship Center since its inception.

Kyle Dreyfuss-Wells of the Northeast Ohio Sewer District was also present. Ms. Dreyfuss-Wells acknowledged the importance of the different partnerships that reside within the Watershed Stewardship Center and the great things that are being accomplished there for the community.

- c. ***Nature Education in Cleveland Metroparks over Time***
(Originating Sources: Judy MacKeigan, Historian-Archivist/Wendy Weirich, Director of Outdoor Experiences)

Early in the history of the Cleveland Metropolitan Park System, William Stinchcomb and the Board of Directors saw the need for a nature education program to encourage visitors of all ages to learn about the flora and fauna found within the park reservations. Stinchcomb felt that an educated public would have a stake in the conservation of our reservations.

In 1929 Cleveland Metroparks entered into a partnership with the Cleveland Museum of Natural History to develop a naturalist led education program that has evolved into our modern Division of Outdoor Experiences.

Judy MacKeigan shared a very informative and enthusiastic presentation with the Board.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)**d. *Cleveland Metroparks Zoo Executive Director Named to AZA Board***
(Originating Source: *Brian M. Zimmerman, Chief Executive Officer*)

Founded in 1924, the Association of Zoos and Aquariums (AZA) is a nonprofit organization dedicated to the advancement of zoos and aquariums in the areas of conservation, animal welfare, education, science, and recreation. AZA is the accrediting body for the top zoos and aquariums in the United States and seven other countries. Cleveland Metroparks Zoo was accredited for the seventh consecutive time in 2014.

AZA is lead by President/CEO, Jim Maddy, who reports to a 13-member Board of Directors. The Board is comprised of director-level executives from member institutions who serve in a volunteer capacity for three year terms. Three new Board candidates are selected by the Nominating Committee, confirmed by the membership each spring, and sworn in at the AZA Annual meeting each fall. Last week Cleveland Metroparks Zoo's executive director, Dr. Chris Kuhar, joined the AZA Board of Directors at the Annual Meeting in Salt Lake City, Utah.

Kuhar becomes the fourth Cleveland Metroparks Zoo director to serve on the AZA Board of Directors and will be involved in leadership aspects of the national organization, including accreditation, ethics, animal welfare, and conservation. Each year, AZA's 230+ accredited facilities collectively contribute \$160 million to field conservation projects that help to protect species across the world. Accredited local zoos and aquariums serve more than 183 million visitors, welcome more than 12 million students on educational field trips, contribute \$17.4 billion to the U.S. economy and support 176,000 jobs.

e. *NorthCoast 99 Award*
(Originating Source: *Harold G. Harrison, Chief Human Resources Officer*)

Cleveland Metroparks is proud to be recognized for the ninth time by ERC as one of Northeast Ohio's 99 best places to work! NorthCoast 99 recognizes organizations for their ability to maintain great workplaces that support the attraction, retention, and motivation of Top Performers. The application for the award is comprised of not only statistics and information provided by the organization, but surveys completed by top performing and newly hired employees.

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 **80410** through **80414**; \$10,000 to \$50,000 purchased items/services report, pages **80415** through **80416**; and construction change orders, page **80417**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 15-10-149: 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 **80425** to **80505**.

Vote on the motion was as follows:

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

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, October 22, 2015, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

EXECUTIVE SESSION.

No. 15-10-154: At 9:16 a.m., upon motion by Vice President Rinker, seconded by Vice President Berry and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Acquisition/Purchase of Real Property, as stated by Chief Legal and Ethics Officer, Rose Fini.

Vote on the motion was as follows:

Aye: Ms. Berry
Aye: Mr. Rinker
Aye: Mr. Moore
Nays: None.

No. 15-10-155: At 9:56 a.m., upon motion by Vice President Rinker, seconded by Vice President Berry and carried, the meeting reconvened for the purpose of amending the motion to adjourn into an Executive Session to include the discussion of a Personnel Matter (Employment), as stated by Chief Legal and Ethics Officer, Rose Fini.

Vote on the motion was as follows:

Aye: Ms. Berry
Aye: Mr. Rinker
Aye: Mr. Moore
Nays: None.

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

ADJOURNMENT.

No. 15-10-156: 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 10:09 a.m.

Vote on the motion was as follows:

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

President.

Attest:

Secretary.

Citizens for Bay Village Community Theater

Whereas, the City of Bay Village ("City") and adjoining cities are a community of residents; and

Whereas, the City's and surrounding communities' residents experience the joy of community theater;
and

Whereas, community theater attracts thousands of patrons providing economic and social benefits;
and

Whereas, Huntington Playhouse has been providing the community amateur talent space since 1958;
and

Whereas, the City's and surrounding communities' residents are concerned about continuing
Community Theater; and

Whereas, a group of concerned citizens have formed a group called Citizens for Bay Village Community
Theater ("Group"); and

Whereas, this Group was formed to continue community theater now that the current heart of the
City's theater may be in jeopardy; and

Whereas, this Group is committed to continuing the spirit that John Huntington and Holt Brown began
in 1928; and

Whereas, this Group is also committed to continuing the spirit that Marty Schickler, James "Bud" Binns,
and Arthur Clark put forth in rebuilding Huntington Playhouse as a community theater in
1970:

Now, therefore, be it resolved that the members of the Citizens of Bay Village Community Theater
as a Group have the best interest of the community to continue theater in Bay Village; and

Be if further resolved that the members of the Citizens of Bay Village Community Theater urges all
to support the continuing utilization of Huntington Playhouse as a community theater; and

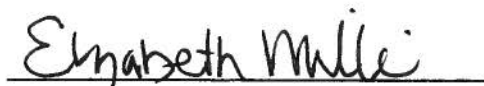
Be if further resolved the Citizens of Bay Village Community Theater recongnize John Hnat as
President, William "Bill" Thornton as Treasurer, and Elizabeth "Beth" Milli as Secretary to
speak on behalf of the entire organization to retain the Huntington Playhouse and
community theater in Bay Village, Ohio.



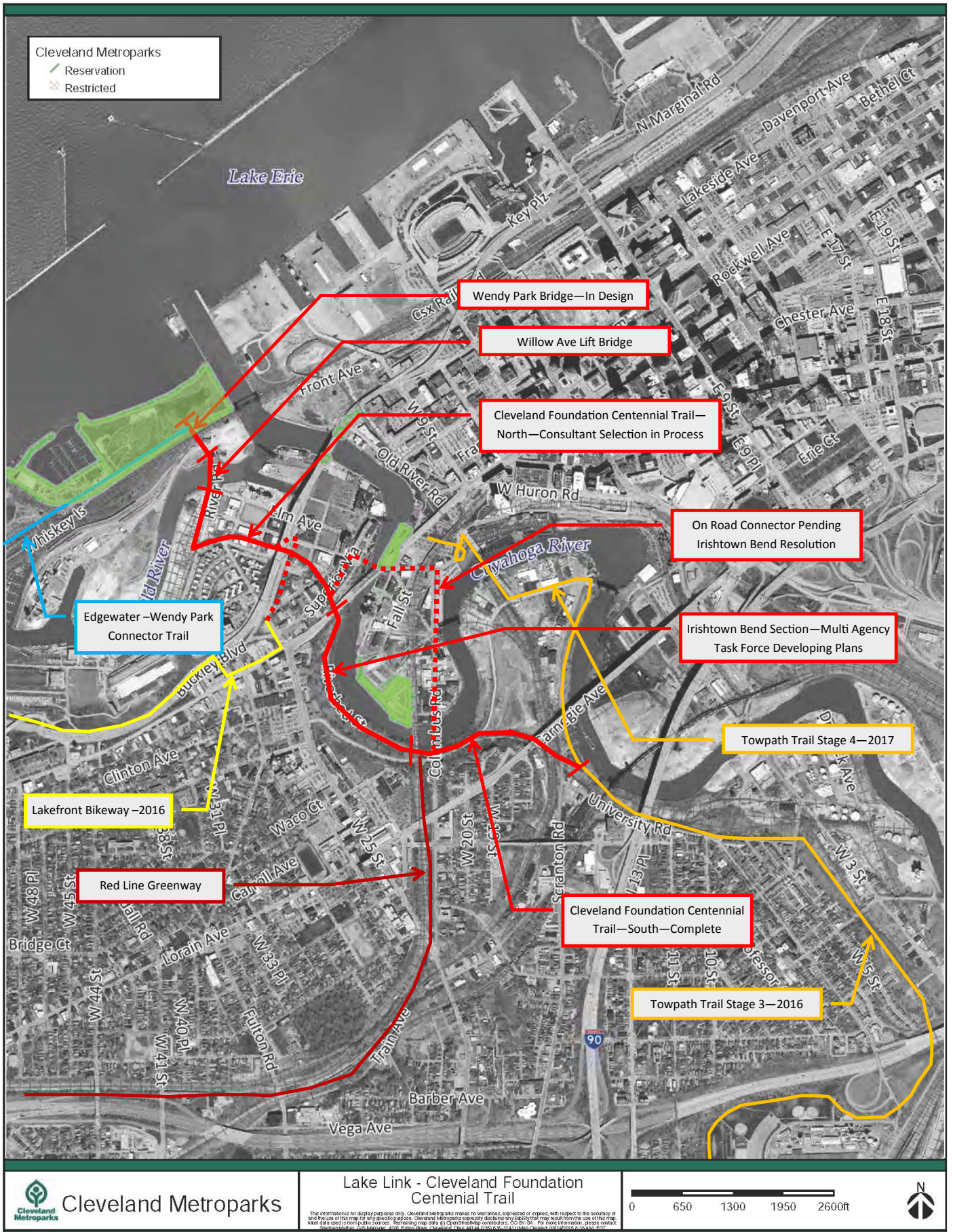
John Hnat
President

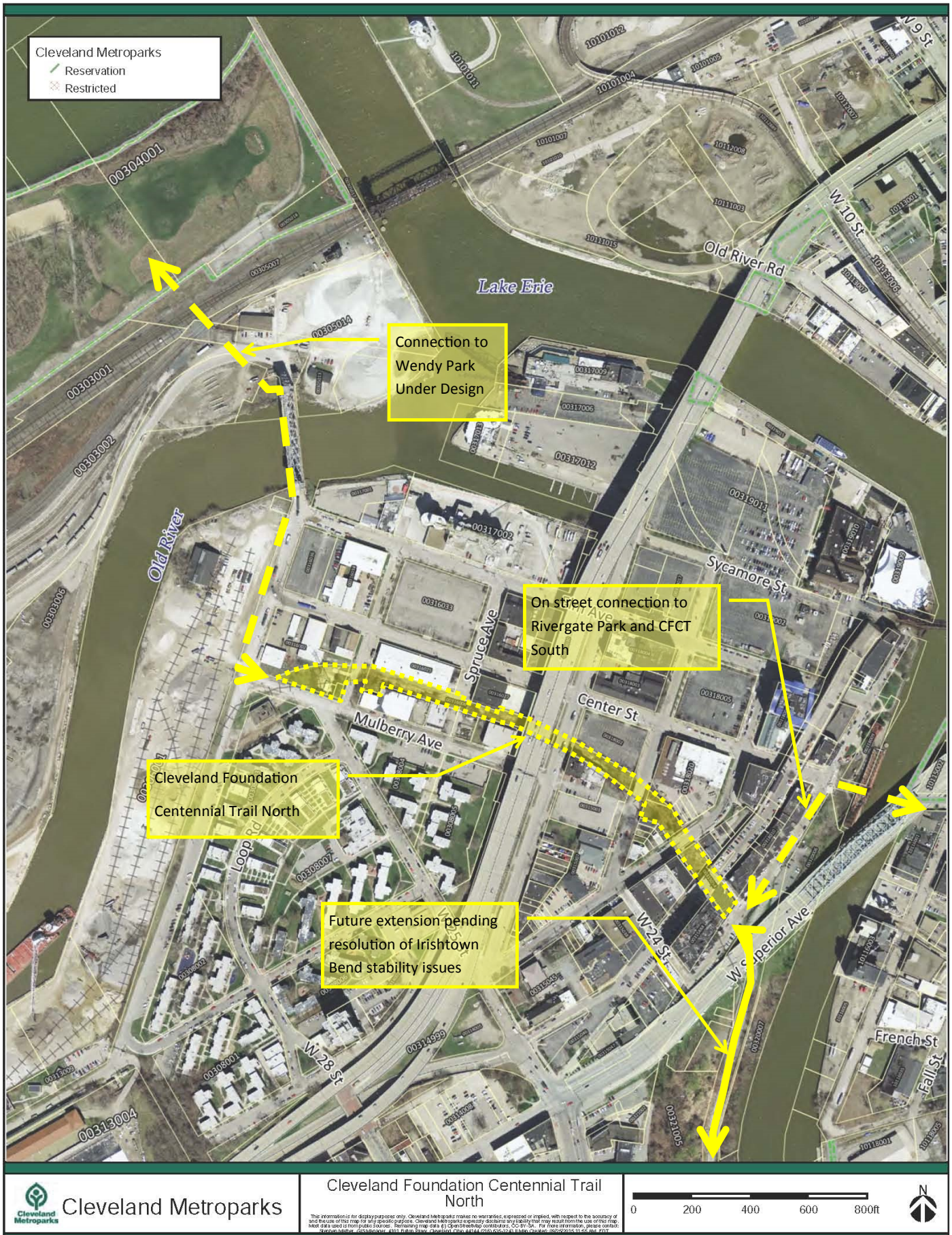


William M. Thornton
Treasurer



Elizabeth Milli
Secretary





RESOLUTION NO. 15-10-149

The following vouchers have been reviewed as to legality of expenditure and conformity with the Ohio Revised Code.

Attest: _____
Chief Financial Officer

BE IT RESOLVED, that the following **Checks** dated September 10, 2015 in the amount of \$88,928.17; and **Checks** dated September 11, 2015 in the amount of \$543,456.46; and **Checks** dated September 16, 2015 in the amount of \$69,625.86; and **Checks** dated September 25, 2015 in the amount of \$543,881.39; and **Checks** dated October 1, 2015 in the amount of \$2,352,726.49; and **Manual Check** number M000611 dated September 29, 2015 in the amount of \$93,345.00 payable to J J Kane Auctioneers; and **Net Payroll** dated July 26, 2015 to August 8, 2015 in the amount of \$1,390,939.58; and **Withholding Taxes** in the amount of \$338,145.07; and **Net Payroll** dated August 9, 2015 to August 22, 2015 in the amount of \$1,288,702.06; and **Withholding Taxes** in the amount of \$308,736.18; and **Bank Fees/ADP Fees** in the amount of \$46,680.27; and **ACH Debits (FirstEnergy; Sales Tax)** in the amount of \$163,370.76; and **"Then and Now Certificates"** including **Visa Purchasing Card** purchases dated August 30, 2015 to September 19, 2015 in the amount of \$255,198.97; and **Visa Travel Card** purchases dated August 30, 2015 to September 19, 2015 in the amount of \$16,869.39; and **Purchases**, including but not limited to purchases of \$1,000.00 or more, as listed on the voucher summary for which certification of funds was not obtained before the purchase, be approved.

PASSED: October 1, 2015

Attest: _____
President of the Board of Park Commissioners

Chief Executive Officer

VOUCHER SUMMARY

	No. of Vendors	No. of Purchases	Amount	Average Vendor Amount	Average Purchase Amount	Code	<u>CODE LEGEND</u>
Bid Items	34	221	\$ 975,551.57	\$ 28,692.69	\$ 4,414.26	C	
Board Authorized Payments	53	169	\$ 965,277.91	\$ 18,212.79	\$ 5,711.70	A	
Director Approved Payments	62	223	\$ 247,196.90	\$ 3,987.05	\$ 1,108.51	D	
Telephone-Written Quote Items	20	41	\$ 49,686.46	\$ 2,484.32	\$ 1,211.86	P	
Telephone Quote Items	40	49	\$ 71,870.55	\$ 1,796.76	\$ 1,466.75	T	
Utilities	31	240	\$ 116,095.03	\$ 3,745.00	\$ 483.73	U	
Health Insurance	0	0	\$ -	\$ 00.00	\$ 00.00	H	
Other Exempt Items	87	104	\$ 1,128,443.49	\$ 12,970.61	\$ 10,850.42	E	
Non-Bid Items less than \$1,000	85	137	\$ 34,933.92	\$ 410.99	\$ 254.99	N	
Purchases Obtained w/o Cert.	5	6	\$ 9,562.54	\$ 1,912.51	\$ 1,593.76	S	
	417	1190	\$ 3,598,618.37	\$ 8,629.78	\$ 3,024.05		

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

RECOMMENDED ACTION:

That The Board of Park Commissioners approves **Resolution No. 15-10-149** listed above.