

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

AUGUST 1, 2014

The Board of Park Commissioners met on this date, Friday, August 1, 2014, 7:30 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

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

EXECUTIVE SESSION.

No. 14-08-113: At 7:31 a.m., upon motion by Vice President Berry, seconded by President Rinker and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Acquisition/Purchase of Real Estate, as stated by Chief Legal and Ethics Officer, Rose Fini.

Vote on the motion was as follows:

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

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

MEETING RECONVENED.

At 8:20 a.m., the regular meeting reconvened.

APPROVAL OF MINUTES.

No. 14-08-114: It was moved by Vice President Berry, seconded by President Rinker and carried, to approve the minutes from the Regular Meeting of July 10, 2014, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

PUBLIC COMMENTS.

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

FINANCIAL REPORT.

Chief Financial Officer, David J. Kuntz, presented a Comparative Summary of Revenues & Expenditures 2013 vs. 2012 Year-To-Date, for the Month Ended June 30, Schedule of Accounts Receivable, Encumbrances and Investments Placed, as found on pages **78102** to **78104** and they were filed for audit.

ACTION ITEMS.

- (a) *Swearing in of Rangers*
(Originating Source: Daniel J. Veloski, Chief Ranger)

Christopher R. Aukerman

Chris attended the College of Wooster, graduating with a Bachelor of Arts in 2011 with a major in Political Science. He also attended the Cleveland Heights Police Academy, graduating in December 2012. Chris is currently a police officer with the Put in Bay Police Department.

Sarah R. Petrucci

Sarah received a Bachelor of Science with a major in Criminal Justice from Bowling Green State University in August 2010. She graduated from the Ohio State Highway Patrol Basic Academy in June 2012. Sarah is currently a State Watercraft Officer with the Ohio Department of Natural Resources.

ACTION ITEMS (cont.)**Rudolph N. Radva**

Rudy attended Cuyahoga Community College for two years which included courses at the Fire Academy and EMT courses. He is a three tour veteran of Operation Iraqi Freedom, receiving an honorable discharge in 2009. Rudy is currently employed by Paragon Systems as a private security officer at the Federal and FBI buildings.

- No. 14-08-115:** It was moved by Vice President Berry, seconded by President Rinker and carried, to appoint Christopher R. Aukerman, Sarah R. Petrucci and Rudolph N. Radva as full-time rangers for Cleveland Metroparks as authorized by Section 1545.13 of the Ohio Revised Code.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

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

Kenneth D. Robinson, Technician

Kenneth D. Robinson has served Cleveland Metroparks for 30 years, utilizing his knowledge, skills and abilities as a Handyperson, Senior Handyperson and Technician. During his career he has maintained and enhanced tees, fairways, greens, parkways, ball fields, all-purpose trails, equipment and facilities. He has used his mechanical skills to repair and refurbish moving equipment, and has assisted with numerous improvements and initiatives such as repair and replacement of irrigation systems, reconstruction of greens, aeration of greens and tees, and park maintenance. Ken was also responsible for snow-plowing roadways and parking lots. He participated in many enhancements at Garfield Park Reservation including construction renovations at Old Birch, Red Oak and Windy Ridge picnic shelters, restoration projects around various historic sites, and renovations at Garfield Park Nature Center. Ken demonstrated a spirit of cooperation when he volunteered to help with final projects in preparation of the opening of The RainForest, when he prepared and maintained ball diamonds at other reservations, was responsible for the reservable tents, and when he assisted other divisions with paving throughout the Park District.

- No. 14-08-116:** It was moved by Vice President Berry, seconded by President Rinker and carried, to recognize Kenneth D. Robinson for his years of service to Cleveland Metroparks and the greater Cleveland community by adopting the Resolution found on page **78105**.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

ACTION ITEMS (cont.)

- (c) ***Sysco Food Service/GFS Marketplace Increases***
(Originating Source: Ronald D. Ciancutti, Director of Procurement)

At the Board meeting of May 8, 2014 the Board was informed of the \$50,000.00 expenditure with Sysco Food Service, which is a co-op vendor, on the “Items between \$10,000 - \$50,000” list for various locations throughout Cleveland Metroparks.

The purchasing of various snack and food items for concessions throughout the park district was particularly difficult to gauge since history of self operating the new concessions (golf courses, lakefront, etc.) was non-existent.

In light of this the Board is hereby asked to approve an increase of \$25,000.00 to the award amount to accommodate the additional products. Since the original purchase order was for an amount less than \$50,000.00, the Board viewed the information item (on the \$10,000 - \$50,000 list) but did not approve the recommended action. The cross-over to the \$50,000.00 and above level now requires Board approval for a revised amount as follows:

ORIGINAL AWARD:	\$50,000.00
Additional consumption estimate:	<u>\$25,000.00</u>
REVISED TOTAL AWARD	\$75,000.00

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

No. 14-08-117: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the increase of various snack and food items to Sysco Food Service pursuant to the agenda originally approved on May 8, 2014, for a revised total estimate not to exceed \$75,000.00. This closes out final invoices from the original Ohio Schools Co-Op agreement ending June 30, 2014;

Further, that the Board authorize an increase of \$100,000.00 to the second Sysco purchase order for \$50,000.00 originally approved on July 10, 2014 creating a total revised estimate of \$150,000.00 for the new contract with Sysco (through Ohio Schools Co-Op) beginning July 1, 2014 and ending June 30, 2015; and

Similarly, that the Board authorize an increase of \$100,000.00 to the GFS Marketplace purchase order for \$50,000.00 originally approved on July 10, 2014 creating a total revised estimate of \$150,000.00 for the new contract with GFS Marketplace (through Ohio Schools Co-Op) beginning July 1, 2014 and ending June 30, 2015.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

ACTION ITEMS (cont.)**(d) *Great Lakes Petroleum Increase***
(Originating Source: Ronald D. Ciancutti, Director of Procurement)

At the Board meeting of April 17, 2014 the Board was informed of the \$50,000.00 expenditure with Great Lakes Petroleum, as the only area supplier of the Valvtect pre-mix additive, on the, "Items between \$10,000 - \$50,000," list for resale of 89 octane gasoline and diesel fuel from the East 55th Marina.

The quantity estimate of fuel for the purpose of reselling to causal boaters and patrons of the marina was particularly difficult to gauge for 2014 as there was no reliable record of historical sales patterns or annual fuel consumption.

In light of this the Board is hereby asked to approve an increase of \$75,000 to the award amount to accommodate the purchase of additional products. Since the original purchase order was for an amount less than \$50,000, the Board viewed the information item (on the \$10,000 - \$50,000 list) but did not approve the recommended action. The cross-over to the \$50,000 and above level now requires Board approval for a revised amount as follows:

ORIGINAL AWARD:	\$ 50,000.00
Additional consumption estimate:	<u>\$ 75,000.00</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.

No. 14-08-118: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the increase of 89 octane gasoline and diesel fuel plus additive to Great Lakes Petroleum pursuant to the agenda originally approved on April 17, 2014, for a revised total estimate not to exceed \$125,000.00.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.
Nays: None.

ACTION ITEMS (cont.)

- (e) ***Professional Service Agreement: MILL CREEK CONNECTOR TRAIL, PHASE 2, CONSTRUCTION SUPPORT***
(Originating Sources: Sean McDermott, P.E., Chief Planning and Design Officer/John C. Kilgore, P.E., Manager of Facility Engineering)

Background:

The Mill Creek Connector Trail, Phase 2, will provide a paved all-purpose trail from Bacci Park in Cuyahoga Heights to the intersection of Warner Road and Garfield Boulevard in Garfield Heights. On May 29, 2014, the Board awarded a construction contract to Independence Excavating in the amount of \$3,293,000.00. Present estimated schedule has start of construction on August 4, 2014 with substantial completion by July 15, 2015. As the project will be funded in part by Federal grants administered by ODOT, Cleveland Metroparks must provide an on-site Local Project Administration Construction Manager (LPA CM) to perform all of the progress and material tracking documentation, backup materials testing, specification compliance monitoring and construction inspection required by the Federal grant source. The LPA CM must be on-site every day the contractor is on-site in order to conform to these requirements. The LPA CM can also perform the required DBE, EEO and prevailing wage verification duties.

Overall project funding will include \$1.9M in Federal grants distributed by NOACA and administered by ODOT through an LPA Agreement with Cleveland Metroparks. Cleveland Metroparks will fund the subject consulting services.

LPA CM RFQ Results:

In response to RFQ # 5989, six (6) firms submitted qualifications. Quality Control Inspection, Inc. (QCI) was selected as the most qualified provider as its business centers on construction inspection and Owner / Contractor liaison. QCI has performed more than 40 LPA CM projects, including several that had a lump sum compensation format. QCI has previously performed construction inspection tasks well for Cleveland Metroparks. Following selection, an RFP for the specific scope of services was issued to QCI that included:

Daily Diary – To include a written description of work performed each working day by the Contractor's forces, list of equipment used, project personnel, hours worked, location, extent and quantity of work performed, weather conditions, notes and instructions issued to Contractor, visitations from outside agencies and any other significant events.

Measurements and Calculations – As required to fully document work progress and quantities installed. Shall be recorded in a form agreeable to Cleveland Metroparks and meet ODOT documentation standards.

ACTION ITEMS (cont.)

Materials and Tickets – Obtain documentation of all materials deliveries and verify specification compliance (TE-24 and/or QPL). Tickets shall be scanned, filed and kept in date order in a form acceptable to Cleveland Metroparks.

Monitoring – Observe and document methodology, performance and results of Contractor’s testing services. Verify specification compliance.

Liaison – Act as intermediary between Contractor and Cleveland Metroparks in relaying information, requests, and requirements and provide information to assist dispute resolution. Route and track submittals and RFI’s.

Attendance – Field representative shall be on-site whenever the Contractor and / or subcontractors are working on-site. Scheduling shall be coordinated with Contractor. Attend weekly progress meetings; keep and distribute meeting minutes.

Supervision – Field representative shall report to and be under the supervision of a CPE, an Engineer registered in the State of Ohio and employed by QCI.

Coordination – Ensure third party consultants and Cleveland Metroparks are notified when their services will be required. Coordinate work involving utilities and private property.

Testing – Provide confirmation materials testing on soil, concrete and asphalt as required by ODOT and Cleveland Metroparks.

PBOM – Download template, fill out and maintain an ODOT Project Bill Of Materials throughout the project period. While the project is lump sum, the PBOM shall be used as a means to document materials delivered and installed on the project and well as progress toward completion.

The subject proposal was received on June 11, 2014.

A second proposal was requested to perform documentation and management of the Disadvantaged Business Enterprise (DBE), Equal Employment Opportunity (EEO) and Prevailing Wage documentation processes, also required by ODOT, which was received June 17, 2014. As the work required for this item will be done concurrently with the LPA CM task, the additional fee was evaluated as nominal.

Proposal Analysis:

Staff has conducted a qualification based selection process as indicated, issued requests for proposals, received proposals as indicated and negotiated final scope of services and not-to-exceed fees from QCI:

LPA CM	\$269,957.96
DBE EEO Prevailing Wage Documentation	\$ 6,450.00
Total	\$276,407.96

ACTION ITEMS (cont.)

No. 14-08-119: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to enter into a Professional Service Agreement with **Quality Control Inspection, Inc.**, which includes an additional amount of **\$6,450.00** for DBE EEO Prevailing Wage Documentation tasks, for a total cost not-to-exceed **\$276,407.96**, in a form acceptable to the Chief Legal and Ethics Officer, pursuant to proposals dated June 11, 2014 and June 17, 2014.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

(f) ***Consultant Agreement – RFQ #5983: Edgewater Beach Bath House***
(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer)

Background:

On April 21, 2014, RFQ #5983 was issued, soliciting qualification statements for design teams interested in facilitating and performing the design of the Edgewater Beach Bath House. The Bath House shall be the “hub” of activity for the Edgewater Beach portion of Edgewater Park and shall incorporate several complimentary uses, including but not limited to event space, open air and reservable picnic space, sundry and retail sales, recreational equipment rental, educational and interpretive space, changing stations, restrooms, food and beverage operations, entertainment spaces, viewing decks and other recreational uses.

The design of the Bath House shall incorporate LEED design principles and embrace the Cleveland Metroparks’ Green Infrastructure and Sustainability guiding principles recognized in the Cleveland Metroparks 2020 Emerald Necklace Centennial Plan. Additionally, the design shall recognize the historic nature of the site, the adjacent residential, commercial, and industrial neighborhood, and the multiple modes of transportation that allow park users to utilize the park and Bath House. Plazas, patios, hardscapes, softscapes, and sustainable stormwater management practices shall be incorporated.

RFQ Response and Analysis:

Due to the importance of the project and the site’s prominence, 15 professional design teams submitted qualifications. Following receipt of the statements of qualifications on May 9, 2014, a review was conducted by Cleveland Metroparks staff and a list of six (6) design teams was determined for a first round interview. Cleveland Metroparks staff (Sean McDermott, Joe Roszak, Kelly Coffman, Jesse Schook, and Andy Simons) facilitated the first round of interviews on May 20, 2014 after which three (3) teams then returned for a second and final interview. The second round interview was held on June 17, 2014 and facilitated by Brian Zimmerman, Rose Fini, Donna Studniarz and Sean McDermott. Following the second interview it was deemed by staff, pursuant to ORC 153.69, that the Bialosky + Partners team is the most qualified for the project, followed by Domokur Architects and Van Aukin Akins Architects.

ACTION ITEMS (cont.)

A full list of the teams who submitted qualifications can be found on page **78106**.

The Bialosky + Partners team, which includes Environmental Design Group, will also utilize LAND Studio in the public outreach component of the Edgewater Beach Bath House project. The Bialosky team brings forward fresh and aggressive design abilities, a history of programming flexible and multi-functional spaces, and local knowledge and responsiveness that will be crucial in the required success of the Edgewater Beach Bath House project.

Proposal Analysis:

The Bialosky proposal includes the services of Environmental Design Group (civil), Terracon (geotech), and LAND Studio (public outreach). The proposal covers the programming, due diligence and conceptual design phase of the project. A separate proposal will be requested at a later date for design development, construction documents, and construction administration. Additionally, separate proposals will be requested at a later date for LEED commissioning and other ancillary services. The total fee for the current proposal, inclusive of Environmental Design Group's, Terracon's, and LAND Studio's services is \$180,668.00.

Bialosky + Partners scope of work:

(Architecture)

1. **Programming**
 - A. Operational plan
 - B. Needs analysis
 - C. Space Program
 - D. Green Building objectives
 - E. Site Analysis (in conjunction with EDG)
2. **Due Diligence**
 - A. Facility Comparison
3. **Conceptual Design**
 - A. Spatial Organization, Adjacencies, Form/Function
 - B. Conceptual Floor plans, elevations, site plans
 - C. Perspective Renderings, and three-dimensional models
 - D. Design Charettes
 - E. Public Meetings
 - F. Conceptual green building technologies
 - G. Regulatory requirements

ACTION ITEMS (cont.)

Environmental Design Group scope of work:
(Civil Engineering and Landscape Architecture)

Task 1 – Programming & Site Analysis

- A. Lower Edgewater Park
 - Pedestrian Circulation
 - Four season use variables
 - Public safety considerations
 - Drainage
 - Vegetation
 - Topography
 - Vehicular Circulation and Parking
 - Access and Accessibility
 - Prepare a photo log of existing conditions
 - Evaluate views, orientation and access of existing /proposed park program elements
 - Evaluate connectivity and access to the park

Task 2 – Site Due Diligence

- A. Adequacy of Utilities
- B. Sand Migration

Task 3 - Base Mapping and Survey

- A. Review historical surveys, maps, and available site data
- B. Survey of existing surface conditions (topo at a later date)
- C. Prepare a digital base map

Task 4 – Schematic Design

- A. Develop programming and site development scenarios
- B. Evaluate options for:
 - Vehicular access, road network, and parking
 - Trail connections
 - Pedestrian paths and access to park
 - Natural landscape restoration/enhancements
 - Green infrastructure
 - Accessibility
 - Pedestrian plaza, splash pads, structures, and associated amenities
 - Proposed buildings and structures
 - Utility connections and services
- C. Cost Opinion
- D. Develop concept plans for client meeting including:
 - Perspective renderings
 - 3-D models

ACTION ITEMS (cont.)

Terracon scope of work:
(Geotechnical Engineering)

1. Explorative Borings – 8 locations
2. Final Location Borings – 7 locations (to be performed at a later date)
3. Geotechnical recommendations, foundation design parameters, subgrade preparation parameters, and pavement design

No. 14-08-120: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to enter into a Professional Service Agreements for the Edgewater Beach Bath House with **Bialosky + Partners Architects**, in the not-to-exceed amount of **\$180,668.00** for programming, site analysis, due diligence, base mapping, geotechnical engineering and conceptual design services, in a form acceptable to the Chief Legal and Ethics Officer, pursuant a proposal dated July 25, 2014.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

(g) ***Project Development Agreement - BAYARTS Ceramic Studio Addition***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer, Rose Fini, Chief Legal and Ethics Officer)

Background:

The Board authorized an amendment and restatement of the license agreement with BAYarts on April 16, 2009 related to a 1 and 1/4 acre site in Huntington Reservation utilized by BAYarts as an affiliated non-profit organization of Cleveland Metroparks. BAYarts (formerly Baycrafters) provides a forum for the enhancement of artistic education and talent through classes, workshops, events and programs. Further, BAYarts provides a venue for classes, shows, gallery exhibits and gift shop sales featuring local artisan's work.

Proposed Ceramic Studio Addition to the Gallery (Huntington) House

Currently, the clay art operations take place in the basement of the Gallery House. The space is crowded, floods and is not handicap accessible. With impetus from a donor, BAYarts has requested permission from Cleveland Metroparks to build an addition to the Gallery House including clay arts classroom, storage and kiln. Accessible restrooms, currently non-existent in the Galley House, are included in the design. The design is complete and mutually acceptable to Cleveland Metroparks and BAYarts. Cleveland Metroparks and BAYarts will enter into a project development agreement based on the following:

ACTION ITEMS (cont.)

1. BAYarts will be responsible for providing all design services and other “soft costs” through construction documents suitable for public bidding and permitting through the State of Ohio.
2. Upon completion of bidding of the project, BAYarts will remit to Cleveland Metroparks \$498,892.00. The Cleveland Metroparks will commit a maximum of \$40,000 from the *Emerald Necklace Endowment Fund of The Cleveland Foundation*. *Combining the above amounts results in a sum of \$538,892.00, which represents the cost of the recently received bid for the project (See Page 78091) and a 10% contingency.*
3. Cleveland Metroparks will administer bidding, accept the lowest and best bid and enter into a construction contract in accordance with Cleveland Metroparks standard procedures.
4. Cleveland Metroparks will administer the construction contract.
5. BAYarts will retain the design consultant for construction phase services typically provided by design consultants.
6. Any changes to the work during construction will be approved jointly between Cleveland Metroparks and BAYarts.

No. 14-08-121: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to enter into a Project Development Agreement with **Baycrafters, Inc. (d.b.a. BayARTS)**, which includes an authorization to commit a maximum of \$40,000.00 from the Emerald Necklace Endowment Fund, for the construction of a ceramic studio addition, in a form acceptable to the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

- (h) ***Stillwater Place Event Center – Cleveland Metroparks Zoo – GMP Amendment – Site Work, Concrete and Foundations***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer / Andy Simons, Project Manager)

Background:

On May 29, 2014 the Board awarded a Guaranteed Maximum Price contract to Regency Construction Services for design-build services for the construction of Stillwater Place. Stillwater Place will be constructed to host parties, private and corporate functions, meetings, trade shows, weddings and educational events. The 10,700 s.f. space will host seating for 300 guests in the event hall, and also include a reception lobby, a prep kitchen, restrooms, a bride’s room and storage and utility rooms. Additionally, the project will include the construction of an outdoor patio with grand staircase overlooking Waterfowl Lake.

ACTION ITEMS (cont.)

At the time of the Board's award, only the preconstruction services fee, due diligence and design fee, and preconstruction expenses were established, at \$154,511.00. The site GMP and building GMP were to be developed in phases and the contract amended accordingly in order to expedite the project schedule.

Site Work GMP:

Regency Construction has competitively bid the site work (grading and utilities), concrete and foundations. The "early" site work package will allow work to commence on site during the first week of August, during which time the building portion of the project will be competitively bid.

The site work package costs are as follows:

<u>Item</u>	<u>Cost</u>
Concrete:	\$186,000.00
Site Work:	\$174,500.00
Foundation:	\$80,417.00
Design Builders Fee (3.10%):	\$15,724.69
General Conditions (8.75%):	\$38,580.24
Construction Stage Design (0.75%)	\$3,776.04
Contingency (5%)	\$23,974.86
Total:	\$522,972.83

Staff will return to the Board upon the receipt of the Building GMP from Regency.

No. 14-08-122:

It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price contract with **Regency Construction Services**, to reflect the site work GMP in the amount of **\$677,483.83**, in a form to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

ACTION ITEMS (cont.)

- (i) ***Human Resources Information System Amendment***
(Originating Sources: Harold G. Harrison, Chief Human Resources Officer/Anthony Joy, Chief Information Officer)

On January 29, 2014, the Board of Park Commissioners approved an upgrade to the Automatic Data Processing (ADP) Human Resources Information System (HRIS) in an amount not to exceed \$205,000.00. Since obtaining the approval, Mr. Anthony Joy was hired as the Chief Information Officer. Early in his tenure with Cleveland Metroparks, Mr. Joy assessed and recommended a “Single Sign On (SSO)” component to help improve workplace efficiency. SSO will provide the end-user with one username and password; end-users can gain access to multiple systems with a single login. SSO makes the system administrator’s job easier and improves security. SSO allows administrators to perform system related functions from one site instead of multiple sites. SSO allows a seamless flow for users to be created/removed from the various IT systems.

ADP provides a SSO solution known as Federation. Federation will help Cleveland Metroparks increase efficiency and system-wide security.

- No. 14-08-123:** It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to amend the ADP HRIS upgrade agreement to include the ADP Federation component/implementation for a total cost not to exceed \$5,000.00. Forms of agreement to be acceptable to the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

- (j) ***Trail Initiative - Red Line Greenway: Authorization of Grant Application Submittal to the Statewide Congestion Mitigation and Air Quality (CMAQ) Program to the Northeast Ohio Areawide Coordinating Agency (NOACA)***
(Originating Sources: Donna L. Studniarz, Chief of Strategic Initiatives/Sara Byrnes Maier, Senior Strategic Park Planner/Richard J. Kerber, Project Manager)

At the June 19, 2014 Board meeting, staff presented the Red Line Greenway trail and discussed the project design team that was meeting to evaluate the feasibility of the approximate 1.8 mile trail along the GCRTA Red Line Rapid Transit corridor in the City of Cleveland to connect Zone Recreation Center at W. 53rd Street to the intersection of Columbus Road and the Lake Link trail, and includes an overlook on the Cuyahoga Viaduct above Merwin Avenue overlooking the Cuyahoga River and Rivergate. The project design team includes the Greater Cleveland Regional Transit Authority

ACTION ITEMS (cont.)

(GCRTA), Rotary Club of Cleveland, and LAND studio. NOACA announced they are accepting grant applications for the Statewide Congestion Mitigation and Air Quality (CMAQ) Program, which provides federal transportation funding for projects, including trails that improve air quality and congestion. As Cleveland Metroparks is eligible to apply, staff is recommending submitting an application for funding of the Red Line Greenway (reference map, page **78107**), recognizing that if awarded, funding would be available in 2018 to 2020.

The estimated construction cost is \$5,956,135.00. The required 20% local match for the project would be provided via funding efforts by all partners involved in the project upon award of funding in 2018-2020, at which time staff would request the Board to obligate funds that were not funded by other efforts and partners. The estimated project budget is as follows:

• CMAQ Funding	\$4,760,000.00
• Match funding (20% local match required)	<u>1,196,135.00</u>
Total Estimated Cost:	\$5,956,135.00

No. 14-08-124:

It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the adoption of the resolution on pages **78108** to **78109**, authorizing the submittal of the grant application to the Northeast Ohio Areawide Coordinating Agency for funding assistance from the statewide Congestion Mitigation and Air Quality Improvement Program in the amount of \$4,760,000.00 for the Red Line Greenway.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

AWARD OF BIDS:**AWARD BID # 6005: **BAYARTS CERAMIC STUDIO ADDITION****

(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer, Andy Simons, Project Manager)

Background:

The BayARTS Ceramic Studio Addition involves the construction of a 2,035 s.f. addition on the rear of the Gallery (Huntington) House. The addition will allow the popular ceramic studio to move from the basement, where operational issues are present, into a modern and accessible space. Plans include an open studio with active work stations, a kiln room, a pre-firing room, a recycling area and ADA accessible restrooms.

The published estimate for the work was \$450,000.00 with a completion date of December 31, 2014. Bids were received on a lump sum basis. Four add alternate prices were requested for non-essential items in order to secure competitive pricing. The alternates included: 1) Snow and Ice Melt System; 2) Pottery Work Tables; 3) Composite Decking; and 4) Exterior Stainless Wire Railing.

Bid Results:

On July 22, 2014, 3 sealed bids were received and are summarized as follows:

Bidder	Base Bid	Add Alt No. 1	Add Alt No. 2	Add Alt No. 3	Add Alt No. 4
Alabasi Construction, Inc.	\$489,902	\$5,200	\$7,500	\$7,850	\$45,000
Hummel Construction	\$493,925	\$2,500	\$7,000	\$35,700	\$12,500
EnviroCom	\$585,200	\$8,800	\$5,000	\$10,000	\$15,000

Bid Analysis:

Staff recommends the contract be awarded to Alabasi Construction, Inc. for the Base Bid amount. No add alternates are recommended to be accepted at this time. Alabasi is a Cleveland based contractor who has been in the general contracting business since 1997. Alabasi has performed on a wide range of construction projects including single family homes, townhomes, apartments and offices as well as public sector projects for owners including Cuyahoga County, City of Cleveland, RTA, CMHA, and LMHA. Their typical annual contract volume is in the \$10,000,000 range. Additionally, Alabasi has just recently completed the Merwins Wharf project for Cleveland Metroparks at Rivergate Park. Staff has interviewed the company principals and project manager and is satisfied that they have a good understanding of the scope of work and have a solid approach to enable them to complete the work within the allotted time and costs.

AWARD OF BIDS/BID # 6005 (cont.):

No. 14-08-125-A: It was moved by Vice President Berry, seconded by President Rinker and carried, to authorize the Chief Executive Officer to enter into a contract with Alabasi Construction, Inc. as the lowest and best bidder for Bid #6005, the **BayARTS Ceramic Studio Addition**, Huntington Reservation for the lump sum base bid amount of \$489,902.00. 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 and Mr. Rinker.

Nays: None.

AWARD OF BIDS (cont.):**COOP #6007 SUMMARY: ONE (1) NEW JACOBSEN MODEL AR722 MOWER for Manakiki Golf Course (Replacement)**

DESIGNATION	Manakiki Golf Course
UNIT(S) REPLACED	Current unit will be stepped down to Little Met
Mileage and Condition	Jacobsen; in good condition / 6911 hours
FEATURES	65 HP Kubota engine (diesel Tier 4) Cross Parallel Series traction, internal wet brakes. (Tier 4 Diesel Compliant)
Delivery	Included
<u>TOTAL COST</u>	\$58,536.00
PURPOSE - use of vehicle	This unit will be used to mow wide grass areas located at Manakiki Golf Course.
COMPARATIVE UNIT	The most recent purchase of this mower was July 10, 2014 at a <u>base price</u> of \$50,906.25, which is identical to the unit shown herein.

No. 14-08-125-B: It was moved by Vice President Berry, seconded by President Rinker and carried, to approve the purchase of One (1) New Jacobsen Model AR722 Mower, equipped as specified in the above summary, from **Baker Vehicle Systems Inc. for a total cost of \$58,536.00** in full utilization of the State of Ohio Cooperative Purchasing Program (Contract #800236).

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

SERVICES (\$10,000 - \$50,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 07/31/14)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Various wines for resale at all Cleveland Metroparks restaurant and concession locations.	Heidelberg Distributing	\$25,000.00	(3)
516 tons of armour stone for storm damage repairs in Rocky River, Big Creek and Euclid Creek.	Boyas Excavating	\$30,960.00	(3)
Cleveland Plain Dealer/Sun News legal advertising beginning January 1, 2014 through January 31, 2014. First seen by Board on January 9, 2014. Shown here to add for final projected balance through contract.	Northeast Ohio Marketing Network, LLC	\$20,000.00 <u>\$ 1,556.00</u> \$21,556.00	(3)
Rate increase for Ranger's mobile radio units - drives total estimate beyond \$10,000 total.	OHIO DAS	\$ 9,956.28 <u>\$ 696.30</u> \$10,652.58	(3)
Exterior brick work, replacement and tuck pointing on Manakiki Golf Clubhouse.	Thomarios	\$23,210.00	(7)
Replacement of two tram engines for zoo (EM0070 and EM0223).	Bob Gillingham Ford, Inc.	\$28,617.21	(7)
Various meats for zoo animals to be supplied on an "as needed" basis (August 11, 2014-August 10, 2015).	Central Nebraska Meats	\$50,000.00	(7)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Various food fish for zoo animals to be supplied on an “as needed” basis (September 1, 2014 - August 31, 2015).	Atlantic/Pacific	\$50,000.00	(7)
Direct and indirect user fees for the shared data system used by Rangers and police authorities for one year period beginning January 1, 2014.	REDSS	\$16,200.00	(3)
12 tables, umbrellas, accompanying chair sets for outdoor patio at Merwin’s Wharf.	Dubick Fixture & Supply	\$10,532.00	(7)
One Toro Procore 648 complete aerator for use by Golf Turf. Originally viewed on the agenda of July 10, 2014. Presented here as the “large package discount” offer was not utilized and price was nullified.	Century Equipment	\$21,754.03 <u>\$ 1,830.47</u> \$23,584.50	(2)
Renovations to the Manakiki Clubhouse lower level. Shown here to note additional work including wall paper and paint installation plus bathroom occupancy sensors.	Whitehouse Construction	\$44,178.00 <u>\$ 2,437.69</u> \$46,615.69	(7)
On-site support during construction of pedestrian bridge at Mill Creek Connector Trail Phase 2.	E. L. Robinson	\$12,565.00	(5)
Construction inspection for pedestrian bridge at Mill Creek Connector Trail Phase 2.	Jones Stuckey LTD, Inc.	\$21,000.00	(5)
Backflow preventer (prefabricated and mounted on steel skids) to connect to existing Watertronics pump station at Sleepy Hollow Golf	Watertronics, LLC	\$14,826.00	(7)

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

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Labor and materials for various painting projects at the Zoo. First reported to the Board on May 29, 2014. Shown here to account for additional costs for paint and labor to paint the gorilla holding cell.	A&A Painting	\$43,400.00 <u>\$ 1,200.00</u> \$44,600.00	(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, engineer, attorney at law, physician, construction project manager, consultant, surveyor or appraiser as defined by ORC 307.86.
- (6) "COMPETITIVE QUOTE (up to \$10,000)" - Originally estimated \$10,000 or less, quoted by three vendors
- (7) "COMPETITIVE QUOTE (over \$10,000 to \$50,000)" – Chosen through the accumulation of three written quotes.

CONSTRUCTION CHANGE ORDERS

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

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

There are no change orders to report for this period.

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

- a. ***2013 Legislator of the Year Presented to Tom Patton on Behalf of the Ohio Parks and Recreation Association (OPRA)***
(Originating Source: Brian M. Zimmerman, Chief Executive Officer)

Senator Tom Patton was in attendance to accept the 2013 Legislator of the Year Award presented to him on behalf of the Ohio Parks and Recreation Association.

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

Tracy E. Bailey, Registration & Data Specialist – Cleveland Metroparks Zoo

Tracy Bailey joined the staff of Cleveland Metroparks Zoo in August of 2013 as the Registration & Data Specialist. Prior to joining Cleveland Metroparks Tracy was a sales associate for The Children's Place. She has also worked for Ethicon Endo Surgery, Johnson & Johnson in Blue Ash, Ohio as a data analyst and assistant to the director of eCommerce where she designed, created and implemented a database using Microsoft Access for tracking training metrics and wrote a training manual to accompany the software. While employed for the University of Kentucky, College of Arts and Sciences Dean's Office, Tracy created a database to manage annual fund appreciation letters in order to better track increased giving. Tracy also worked with the Six Sigma/Business Process Excellence database design committee for the corporate rollout for Johnson & Johnson franchises. Tracy has a Bachelor of Arts in English from Eastern Kentucky University.

Richard J. Verhotz, Technician – Hinckley Reservation

Rick Verhotz began working for Cleveland Metroparks in November 2013 as a Technician in Hinckley Reservation. Just prior to coming to Cleveland Metroparks, Rick was employed for the City of Lancaster, Ohio as a wastewater plant operator responsible for the operation, maintenance and testing of a city wastewater plant. He also worked for Stantec in Logan, Ohio on a part-time basis performing the same type of duties. Rick was also a volunteer Firefighter for the Washington Township Fire Department in Logan, Ohio. He has numerous certificates in water and wastewater training, and received A.A.S. Fire and Emergency Services training in firefighting, emergency medical, hazardous materials, fire prevention and education as well as other specialized courses from Hocking College in Nelsonville, Ohio.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)**c. *Greater Cleveland Partnership's Commission on Economic Inclusion***
(Originating Source: Brian M. Zimmerman, Chief Executive Officer)

Cleveland Metroparks has been invited to join the Greater Cleveland Partnership's (GCP) Commission on Economic Inclusion. The Commission is GCP's program to assist its members in translating diversity and inclusion into better business outcomes. 100 of its members are currently engaged with the Commission and their goal is to grow that number to 300. The Commission offers direct access to local and national resources and data, plus a range of services which can be tailored to each member organization's business requirements and goals. Joining the Commission will benefit the organization while strengthening the regional economy. There is no additional fee to join the Commission.

A few of the companies that are current members of the Commission include: American Greetings Corporation, City of Cleveland, Cuyahoga County, Cuyahoga Metropolitan Housing Authority, Eaton Corporation, Forest City Enterprises, Greater Cleveland Regional Transit Authority, The Lubrizol Corporation, Northeast Ohio Regional Sewer District, Parker Hannifin Corporation, and The Sherwin-Williams Company.

Some of the benefits for Cleveland Metroparks that can be immediately ascertained are:

1. Programming for Cleveland Metroparks decision makers (C-suite executives, chief procurement officers, senior human resource directors, diversity professionals) on how to maximize the impact of diversity and inclusion in areas such as:
 - Increased competitiveness in today's multicultural marketplace;
 - Employee recruitment, engagement and retention;
 - Advancement for diverse employees; and
 - Building effective supplier diversity initiatives and access to diverse suppliers.
2. Relevant data regarding diversity and inclusion in the workplace.
3. Access to a regional and national network of minority owned businesses through the Minority Business Development Agency (MBDA) – Business Center Cleveland which the Commission operates.
4. The opportunity to make Cleveland Metroparks commitment to diversity and inclusion public.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

- d. ***Ohio Young Birders Club at Rocky River Nature Center***
(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Beverly Walborn, Naturalist)

The Ohio Young Birders Club (OYBC), a program for students ages 12-18, was developed in 2006 by the Black Swamp Bird Observatory (BSBO) located in northwest Ohio to encourage, educate and empower our youth conservation leaders. In January 2014, we were thrilled to launch the Northeast Chapter at Rocky River Nature Center to allow students in the region to participate in activities closer to their homes. Each month, Rocky River Nature Center Naturalist Beverly Walborn leads student members in field trips to exciting birding hotspots throughout Ohio, which supports their interest in natural history and encourages them to spend more time outside. The chapter also participates in statewide and local service projects focused on helping birds and the natural areas they need. The Northeast Chapter of OYBC promotes volunteering, field experiences, contributing through service projects and introduces young people to career opportunities in the wildlife and conservation fields.

Naturalist Bev Walborn shared with the Board a very detailed PowerPoint presentation which can be viewed by accessing the “About Us” section of Cleveland Metroparks website under “Board Meetings/Board Meeting Archives.”

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 **78091** through **78093**; \$5,000 to \$50,000 purchased items/services report, pages **78094** through **78096**; and construction change orders, page **78097**.

APPROVAL OF VOUCHERS AND PAYROLL.

- No. 14-08-112:** It was moved by Vice President Berry, seconded by President Rinker and carried, to approve payroll and vouchers, employee withholding taxes, and ADP payroll, as identified on pages **78110** to **78189**.

Vote on the motion was as follows:

Ayes: Ms. Berry and Mr. Rinker.

Nays: None.

COMMENTS FROM THE CHIEF EXECUTIVE OFFICER.

Chief Executive Officer Brian M. Zimmerman announced the commencement of the Gay Games during the week of August 9, 2014. In addition, Mr. Zimmerman read aloud Cleveland Metroparks Mission Statement as it relates to current activities. Mr. Zimmerman'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, August 21, 2014, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT.

No. 14-08-126: There being no further matters to come before the Board, upon motion by Vice President Berry, seconded by President Rinker, and carried, President Rinker adjourned the meeting at 9:29 a.m.

Vote on the motion was as follows:

Ayes: Ms. Berry Mr. Rinker.
Nays: None.

President.

Attest:

Secretary.

CLEVELAND METROPARKS COMPARATIVE SUMMARY OF REVENUES & EXPENDITURES

2014 VS. 2013, FOR THE MONTH ENDED JUNE 30

	2014						2013								
	Annual Budget	Rev. Annual Estimate (A)	Y-T-D Estimate	Y-T-D Actual	Y-T-D Variance	% of Rev. Ann. Est.	M-T-D Estimate	M-T-D Actual	M-T-D Variance	% of Rev. Ann. Est.	Annual Actual	Y-T-D Actual	% of Ann.	M-T-D Actual	% of Ann.
Beginning Cash Bal. Receipts:	\$27,389,019	\$27,389,019	\$27,389,019	\$27,389,019	\$0	100.0%	\$26,584,010	\$35,835,822	\$9,251,812	130.8%	\$13,846,511	\$13,846,511	100.0%	\$15,412,941	111.3%
Property Tax	\$73,610,221	\$73,610,221	\$35,460,997	\$35,941,452	\$480,455	48.8%	\$145,814	\$351,715	\$205,901	0.5%	\$50,020,240	\$26,814,871	53.6%	\$2,817,199	5.6%
Grants/Loc. Govt.	8,981,847	8,981,847	3,679,630	2,561,392	(1,118,238)	28.5%	762,787	762,206	(581)	8.5%	18,772,815	15,842,065	84.4%	12,880,742	68.6%
Invest. Inc.	50,000	50,000	21,210	30,026	8,815	60.1%	3,658	7,592	3,934	15.2%	53,425	22,663	42.4%	3,909	7.3%
Golf Receipts	6,583,600	6,583,600	2,857,523	2,514,813	(342,710)	38.2%	1,161,694	1,135,113	(26,582)	17.2%	6,035,880	2,619,792	43.4%	1,065,047	17.6%
Zoo Receipts	9,197,539	9,197,539	3,452,252	3,127,168	(325,084)	34.0%	1,091,298	989,964	(101,335)	10.8%	9,089,972	3,411,877	37.5%	1,078,535	11.9%
Chalet/Rest./Conc.	1,861,915	1,861,915	880,125	428,446	(451,679)	23.0%	275,063	156,150	(118,913)	8.4%	524,639	304,351	58.0%	21,151	4.0%
Ledge Pool	167,091	167,091	119,195	90,667	(28,528)	54.3%	48,884	40,830	(8,054)	24.4%	124,626	88,904	71.3%	36,462	29.3%
Self-funded Reserve	6,253,001	6,253,001	3,011,377	3,109,927	98,550	49.7%	452,660	446,139	(6,521)	7.1%	5,656,852	2,724,278	48.2%	409,504	7.2%
Marina and Other	2,456,867	2,456,867	1,166,082	2,000,187	834,105	81.4%	328,064	225,061	(103,004)	9.2%	5,054,690	3,427,752	67.8%	2,732,323	54.1%
Total Receipts	\$109,162,082	\$109,162,082	\$50,648,392	\$49,804,078	(\$844,314)	45.6%	\$4,269,924	\$4,114,770	(\$155,154)	3.8%	\$95,333,139	\$55,256,553	58.0%	\$21,044,874	22.1%
Expenditures:															
Salaries & Fringe	\$56,311,614	\$56,331,819	\$26,294,385	\$24,859,934	\$1,434,451 (C)	44.1%	\$4,342,442	\$4,416,737	(\$74,295)	7.8%	\$47,992,569	\$22,903,995	47.7%	\$3,854,156	8.0%
Oper. Sup./Oth.	19,359,273	19,532,155	8,318,445	7,205,721	1,112,724	36.9%	1,131,190	1,205,037	(73,847)	6.2%	14,080,965	6,050,420	43.0%	822,771	5.8%
Utilities	4,973,780	4,973,780	2,504,007	2,116,919	387,088	42.6%	351,049	263,111	87,937	5.3%	3,541,024	1,782,699	50.3%	249,925	7.1%
Equipment	3,351,748	3,506,554	1,526,974	1,020,348	506,626	29.1%	334,834	111,901	222,933	3.2%	1,890,593	607,480	32.1%	188,867	10.0%
Land	3,379,957	3,379,957	1,674,265	1,137,935	536,330	33.7%	34,142	20,661	13,481	0.6%	2,555,888	1,946,632	76.2%	479,531	18.8%
Constr. Mats.	5,221,583	5,316,501	2,317,627	1,218,942	1,098,685	22.9%	410,660	521,952	(111,292)	9.8%	1,946,176	938,364	48.2%	227,604	11.7%
Constr. Contracts	25,618,179	25,558,115	8,581,477	4,326,445	4,255,032	16.9%	714,546	623,259	91,287	2.4%	4,613,327	2,179,236	47.2%	668,916	14.5%
Zoo Animals	83,101	83,101	48,909	29,604	19,305	35.6%	2,529	2,581	(52)	3.1%	18,260	10,747	58.9%	556	3.0%
Self-funded Reserve	6,328,482	6,328,482	3,732,497	3,295,144	437,353	52.1%	493,716	803,248	(309,532)	12.7%	5,151,831	3,038,516	59.0%	320,513	6.2%
Total Exp.	\$124,627,716	\$125,010,464	\$54,998,586	\$45,210,993	\$9,787,593	36.2%	\$7,815,109	\$7,968,488	(\$153,379)	6.4%	\$81,790,633	\$39,458,088	48.2%	\$6,812,839	8.3%
End. Cash Bal.	\$11,923,386	\$11,540,637	\$23,038,825	\$31,982,105	\$8,943,280	277.1%	\$23,038,825	\$31,982,105	\$8,943,279	277.1%	\$27,389,017	\$29,644,976	108.2%	\$29,644,976	108.2%
Encumbrances	\$0	\$0	\$13,846,492	\$13,846,492 (B)	\$0	N/A	\$13,846,492	\$13,846,492	\$0	N/A	\$5,578,889	\$9,136,279	30.8%	\$9,136,279	30.8%
Avail. Cash Bal.	\$11,923,386	\$11,540,637	\$9,192,333	\$18,135,613	\$8,943,280	157.1%	\$9,192,333	\$18,135,613	\$8,943,279	157.1%	\$21,810,128	\$20,508,697	94.0%	\$20,508,697	94.0%
Bal. in Restricted Funds	\$4,649,001	\$4,271,299	\$3,424,704	\$3,424,704	\$0	0.0%	\$3,424,704	\$3,424,704	\$0	0.0%	\$5,202,784	\$3,061,130	20.4%	\$3,061,130	28.5%
Adj. Avail. Cash Bal.	\$7,274,385	\$7,269,338	\$5,767,629	\$14,710,909	\$8,943,280	202.4%	\$5,767,629	\$14,710,910	\$8,943,280	202.4%	\$16,607,344	\$17,447,567	105.1%	\$17,447,567	105.1%

(A) Includes Appropriation Adjustment #1.

(B) Summary of Encumbrances follows on next page.

(C) Represents a savings of \$1,112,980 due to the Position Management Program.

* Amounts in brackets () represent unfavorable variances.

** Encumbrance percentage is of ending cash.

Cash balance, 5/31/14		\$35,835,822	(Exp., cont'd)
Revenue, June 2014		\$4,114,770	
Exp.:	A/P vouchers	\$39,083	Payrolls
	06/04/14	6,093	05/31/14 \$1,176,332
	06/05/14	2,444	06/14/14 1,215,293
	06/17/14	144,243	Payroll adj.
	06/18/14	2,133,161	05/31/14 \$0
	06/19/14	26,876	Withholding
	06/24/14	52,924	05/31/14 289,581
	06/26/14	\$595,948	06/14/14 286,762
	Purchasing card	520,038	ADP
	Fringe vouchers	521,725	\$7,419
			Total payroll \$2,975,387
	Rec./vouch. adj.	(\$5,222)	Total exp.
	Refunds	(47,791)	\$7,968,487
	Hlth. ins./WC reserve posting	396,827	
	Medical Mutual	483,026	
	Bank fees	32,583	
	Aud./treas. fees	0	
	Sales tax. misc exp.	91,140	
Subtotal exp.		\$4,993,100	Ending cash bal., 06/30/14
			\$31,982,105

**Cleveland Metroparks
Encumbrance Summary - 06/30/14**

	<u>General</u>	<u>Capital Equip., Animals & Land</u>	<u>Capital Constr. Projects</u>	<u>Encumbrance</u>
General Fund	\$6,435,426			\$6,435,426
Health Insurance Reserve	592,634			592,634
Property Insurance Reserve	130,412			130,412
Workers' Comp. Reserve	0			0
<i>Subtotal</i>	\$7,158,472	\$0	\$0	\$7,158,472
Capital Fund:				
Equipment		\$855,626		
Animals		14,690		
Land		21,050		
Constr. Matl.			\$651,424	
Constr. Contracts			3,370,939	
<i>Subtotal Capital Fund</i>		\$891,366	\$4,022,363	\$4,913,730
Restricted Funds:				
General	\$404,592			
Equipment		\$327,663		
Animals		0		
Land		0		
Constr. Matl.			\$127,523	
Constr. Contracts			914,511	
<i>Subtotal Restricted Funds</i>	\$404,592	\$327,663	\$1,042,034	\$1,774,290
Subtotal Construction Projects Encumbrances			<u>\$5,064,398</u> *	
Total Encumbrances				<u>\$13,846,492</u>

Capital Construction Project Encumbrances over \$50,000

<u>Div.</u>	<u>Location</u>	<u>Capital Constr. Project #/Description</u>	<u>Encumbrance</u>
1510	Park Operations Management	A09007 CXT Restrooms	240,727
1543	Ohio and Erie Canal Park Management	L11001 Mill Creek Connector Trail	1,401,598
1546	Lakefront Park Management	Q12001 Rivergate Park Improvement	128,903
1546	Lakefront Park Management	Q14001 Rivergate Building Improvements	230,925
1546	Lakefront Park Management	Q14011 East 55th Marina Concession Building	58,222
1547	Euclid Creek/East Shores	Q14025 Villa Angela Restrooms	63,577
1750	Zoo Facility Operations	V11003 Amphitheater Shade Structure	77,000
1750	Zoo Facility Operations	V12007 Northern Trek Barns	93,552
1750	Zoo Facility Operations	V12026 Carousel Site Design	70,806
1750	Zoo Facility Operations	V12027 Carousel Construction	534,676
1750	Zoo Facility Operations	V14029 Event Center Construction	171,796
1930	Human Resources	A14005 HRIS/Payroll System	125,000
3104	Manakiki Golf Course	303001 Clubhouse Improvements	55,025
3305	Sleepy Hollow	410001 Sleepy Hollow Turf Irrigation	96,504
5465	Mill Creek Connector - ODOT	J12465 Mill Creek Connector -Phase II	800,000
5478	Rocky River Trail - EN Endowment	R14478 Rocky River Trail Improvements	62,500
5509	Acacia - Conservation Fund	U12509 Acacia Improvements	102,660
	All other capital project encumbrances		750,929
Total Capital Construction Projects Encumbrances			<u>\$5,064,398</u> *

Source: David J. Kuntz, Chief Financial Officer
7/18/14

**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED JUNE 30, 2014**

ACCOUNTS RECEIVABLE

Current	Past Due			Total
	30 Days	60 Days	90 Days	
\$189,031	\$6,399	\$126,146	\$9,199	\$330,775

RANGER/COURT FINES RECEIVABLE

Total
\$1,550

INVESTMENTS

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Principal	Interest to be Earned
05/31/14	STAR Ohio	State pool (A)	31	0.03%	06/30/14	\$1,011,972	\$25
05/31/14	STAR Plus	State pool (B)	31	0.20%	06/30/14	\$15,047,945	\$2,471
05/31/14	PNC Bank	Money Market (C)	31	0.05%	06/30/14	\$16,094,792	\$714

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

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

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

Investment principal varied between \$14,094,792 and \$18,094,792 in June.

Source: David J. Kuntz, Chief Financial Officer

07/18/14

RESOLUTION RECOGNIZING THE RETIREMENT OF KENNETH D. ROBINSON

WHEREAS, *Kenneth D. Robinson has served Cleveland Metroparks for 30 years; and,*

WHEREAS, *Kenneth D. Robinson has devoted these years of service utilizing his knowledge, skills and abilities as a Handyperson, Senior Handyperson, and Technician; and,*

WHEREAS, *Kenneth D. Robinson has used his knowledge and skills to maintain and enhance tees, fairways, greens, parkways, ball fields, all-purpose trails, equipment, and facilities, and utilized his mechanical skills to repair and refurbish moving equipment; and,*

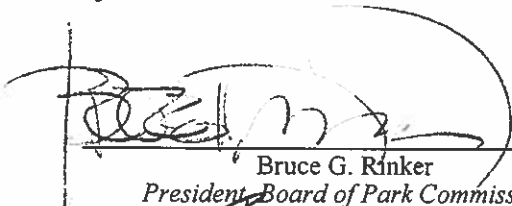
WHEREAS, *Kenneth D. Robinson has assisted with numerous improvements and initiatives such as repair and replacement of irrigation systems, reconstruction of greens, aeration of greens and tees, park maintenance, and was also responsible for snow-plowing roadways and parking lots; and,*

WHEREAS, *Kenneth D. Robinson has participated in many enhancements at Garfield Park Reservation including construction renovations at Old Birch, Red Oak and Windy Ridge picnic shelters, restoration projects around various historic sites, and renovations at Garfield Park Nature Center; and,*

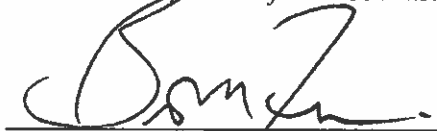
WHEREAS, *Kenneth D. Robinson has demonstrated a spirit of cooperation when he volunteered to help with final projects in preparation of the opening of The RainForest, when he prepared and maintained ball diamonds at other reservations, was responsible for the reservable event tents, and when he assisted other divisions with paving throughout the Park District; and,*

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

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



Bruce G. Rinker
President, Board of Park Commissioners



Brian M. Zimmerman
Chief Executive Officer



Interview



Edgewater Beach Bath House
Responses to Request for Qualifications (RFQ 5983)
Friday, May 9, 2014



	Prime / Architect	Landscape Architect	Civil Engineer	Geotech	Survey	Mechanical	Structural	LEED Commissioning
X	Bialosky + Partners Architects	Environmental Design Group	Environmental Design Group	Terracon Consultants, Inc	Environmental Design Group	Karpinski Engineering	Barber & Hoffman, Inc	Predictive Service
	Bowen & Assoc Inc.	McKnight Assoc, LTD	Bowen & Assoc	David Lewin Corp	Riverstone	Bowen & Assoc	IA Lewin & Assoc	
X	Brandstetter Carroll, Inc	Brandstetter Carrol	Brandstetter Carrol	Terracon, Inc	KS Associates	tec Inc.	IA Lewin & Assoc	
X	City Architecture	City Architecture	Osborn Engineering	PSI	Riverstone	Osborn Engineering	Osborn Engineering	Predictive Service
	David Sommers & Associates, LLC	KGK	Lewis Land Professionals	Summit Testing	Lewis Land Professionals	Hinkel (Mech) Epic Engineering, Inc	Ohlin and Reed Consulting Engineers	Thorson, Baker & Assoc
X	Domokur Architects	OLIN	Barr & Prevost	Barr & Prevost	Barr & Prevost	Karpinski Engineering	Barber & Hoffman, Inc	Karpinski Facilities Management Concepts, Inc
	HWH Architects Engineers Planners	HWH	HWH	Resource International	L.V. Surveying, Inc	HWH	HWH	
	Larsen Architects	Environmental Design Group	Environmental Design Group		Environmental Design Group	tec Inc.	IA Lewin & Assoc	tec Inc
	LDA Architects, Inc	Behnke Asso Inc	Stephen Hovanscek & Assoc	PSI	Stephen Hovanscek & Assoc	Karpinski Engineering	Barber & Hoffman, Inc	
	Payto Architects	Environmental Design Group	Environmental Design Group	David Lewin Corp	Environmental Design Group	Karpinski	Ebersole Structural Engineers LTD	Four Seasons Environmental
X	Peninsula Architects	Environmental Design Group	Environmental Design Group	CTL Engineering, Inc	Environmental Design Group	TBA Consulting Engineers	IA Lewin & Assoc	tec Inc
	Richard Fleischman + Partners Architects	Knight & Stolar, Inc	Thorson Baker	PSI	Dempsey Surveying Company	Karpinski Engineering	Thorson, Baker & Assoc	TES Engineering
	Studio TECHNE architects	Environmental Design Group	Environmental Design Group	SME	Environmental Design Group	Karpinski Engineering	Peller & Associated, Inc	
X	Van Auken Akins Architects, LLC	Thorson, Baker & Assoc	Thorson, Baker & Assoc	PSI	Dempsey Surveying Company	Denk Associates, Inc	Thorson, Baker & Assoc	Denk Associates, Inc
	Vocon	Atwell LLC	Atwell LLC	Cardno, ATC	Atwell LLC	Integrated Engineering Consultants, Inc	IA Lewin & Assoc	Integrated Testing & Commissioning, Inc



**Resolution Authorizing Application to the 2014 Statewide Congestion Mitigation
and Air Quality Improvement Program for the Red Line Greenway**

Resolution # _____

The following is a Resolution enacted by Cleveland Metroparks, of Cuyahoga County and Hinckley Township in Medina County, Ohio, hereinafter referred to as the Local Public Agency (LPA), in the matter of the stated described project.

WHEREAS, the United States Congress has set aside monies for Congestion Mitigation and Air Quality (CMAQ) projects through the State of Ohio, Department of Transportation (ODOT) and administered by the Northeast Ohio Areawide Coordinating Agency (NOACA); and

WHEREAS, LPAs can apply for these monies and be selected for funding by the Ohio Association of Regional Councils (OARC), who has been charged with management of a statewide CMAQ program by ODOT; and

WHEREAS; the Red Line Greenway, is a transportation activity eligible to receive federal CMAQ funding; and

WHEREAS, if requested funds are granted (estimated 2018 to 2020), Cleveland Metroparks and its partners shall be responsible for at least twenty (20%) percent of the eligible costs, which would be committed in the approved program year.

NOW, THEREFORE be it resolved by the Board of Park Commissioners of the Cleveland Metropolitan Park District as follows:

SECTION ONE: That the Chief Executive Officer, Brian M. Zimmerman, of said LPA is hereby empowered on behalf of Cleveland Metroparks to prepare and execute an application for CMAQ funds for the stated described project and to submit same to the NOACA for consideration of funding by OARC.

SECTION TWO: The total cost of the project is estimated to be \$5,956,135, of which the LPA, if awarded the funds, will commit to pay, at least twenty (20%) percent (hereinafter known as the local portion) of the actual cost, estimated to be \$1,191,227, by using a combination of partner, philanthropic or other local funds, and with said portion of the match to be committed to by Cleveland Metroparks approved by the Board prior to acceptance of the award. The LPA further agrees to pay One Hundred Percent (100%) of the cost over and above the maximum amount provided by the OARC and for all non-participating costs associated project development activities.

SECTION THREE: Upon completion of the described Project, and unless otherwise agreed, the LPA, in combination with its partners, shall: (1) provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to, 23 USC 116; (2) provide ample financial provisions, as necessary, for the maintenance of the described Project; (3) if necessary, maintain the right-of-way, keeping it free of obstructions; and (4) if necessary, hold said right-of-way inviolate for public highway purposes.

SECTION FOUR: If the application is approved for funding, and upon Board approval of obligation of funds in the program year, the Chief Executive Officer, Brian M. Zimmerman, of the LPA is hereby empowered on behalf of the LPA to enter into a contract with the Director of the Ohio Department of Transportation necessary to complete the above described project.

Passed: August 1, 2014.

Attested: _____

Title: _____

Brian M. Zimmerman
Chief Executive Officer
Cleveland Metroparks

Bruce G. Rinker
President
Board of Park Commissioners
Cleveland Metropolitan Park District

RESOLUTION NO. 14-08-112

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 July 9, 2014 in the amount of \$89,475.96; and **Checks** dated July 17, 2014 in the amount of \$163,591.25; and **Checks** dated July 18, 2014 in the amount of \$567,644.92; and **Checks** dated July 24, 2014 in the amount of \$59,382.64; and **Checks** dated July 31, 2014 in the amount of \$1,449,245.26; and **Net Payroll** dated May 18, 2014 to May 31, 2014 in the amount of \$1,176,332.20; and **Withholding Taxes** in the amount of \$289,581.35; and **Net Payroll** dated June 1, 2014 to June 14, 2014 in the amount of \$1,215,292.66; and **Withholding Taxes** in the amount of \$286,762.09; and **Bank Fees/ADP Fees** in the amount of \$40,001.15; and **ACH Debits (FirstEnergy Utility; Sales Tax)** in the amount of \$91,140.40; and **“Then and Now Certificates”** including **Visa Purchasing Card** purchases dated June 29, 2014 to July 19, 2014 in the amount of \$262,033.27; and **Visa Travel Card** purchases dated June 29, 2014 to July 19, 2014 in the amount of \$10,550.06; 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: August 1, 2014

Attest: _____
President of the Board of Park Commissioners

Chief Executive Officer

VOUCHER SUMMARY

	No. of Vendors	No. of Purchases	Amount	Average Vendor Amount	Average Purchase Amount	Code
Bid Items	34	251	\$ 442,914.85	\$ 13,026.91	\$ 1,764.60	C
Board Authorized Payments	28	105	\$ 410,473.22	\$ 14,659.76	\$ 3,909.27	A
Director Approved Payments	60	315	\$ 378,239.74	\$ 6,304.00	\$ 1,200.76	D
Telephone-Written Quote Items	25	37	\$ 100,790.53	\$ 4,031.62	\$ 2,724.07	P
Telephone Quote Items	45	62	\$ 84,703.26	\$ 1,882.29	\$ 1,366.18	T
Utilities	29	220	\$ 154,928.97	\$ 5,342.38	\$ 704.22	U
Health Insurance	5	10	\$ 72,982.79	\$ 14,596.56	\$ 7,298.28	H
Other Exempt Items	61	69	\$ 640,120.63	\$ 10,493.78	\$ 9,277.11	E
Non-Bid Items less than \$1,000	98	138	\$ 37,136.04	\$ 378.94	\$ 269.10	N
Purchases Obtained w/o Cert.	1	3	\$ 7,050.00	\$ 7,050.00	\$ 2,350.00	S
	386	1210	\$ 2,329,340.03	\$ 6,034.56	\$ 1,925.07	

CODE LEGEND

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

RECOMMENDED ACTION:

That The Board of Park Commissioners approves **Resolution No. 14-08-112** listed above.