

**MINUTES OF THE
BOARD OF PARK COMMISSIONERS
OF THE
CLEVELAND METROPOLITAN PARK DISTRICT
APRIL 25, 2024**

The Board of Park Commissioners met on this date, Thursday, April 25, 2024, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

The roll call showed Vice President Yvette M. Ittu and Vice President Bruce G. Rinker to be present. 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, Wade Steen, and Chief Legal and Ethics Officer, Rosalina M. Fini, were also in attendance.

APPROVAL OF MINUTES.

No. 24-04-045: It was moved by Vice President Ittu, seconded by Vice President Rinker and carried, to approve the minutes from the Regular Meeting of March 21, 2024, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Nays: None.

FINANCIAL REPORT.

Chief Financial Officer, Wade Steen, presented a Comparative Summary of Revenues & Expenditures 2024 vs. 2023 Year-To-Date, and for the Month Ended March 31. Also provided is a Schedule of Accounts Receivable and Investments, which along with the Comparative Summary is found on pages **100895** to **100902**. Chief Financial Officer, Wade Steen, noted that a typographical error on the Enterprise Summary of the Financial Report would be corrected in the Minutes on page **100899**.

ACTION ITEMS.

- (a) **2024 Budget Adjustment No. 4**
(Originating Sources: Wade Steen, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)

The following amendments are requested for Board approval:

**CLEVELAND METROPARKS
 Appropriation Summary - 2024**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #4 4/25/2024	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 70,457,162	\$ 3,669	\$ 70,460,831	\$ 301,095	\$ (41,592) A	\$ 70,720,334
52	Employee Fringe Benefits	21,396,109	543,837	21,939,946	276,799	(51,018) B	22,165,727
53	Contractual Services	17,161,050	2,919,032	20,080,082	200,076	48,000 C	20,328,158
54	Operations	31,109,745	3,763,826	34,873,572	240,156	89,388 D	35,203,116
	Operating Subtotal	140,124,067	7,230,364	147,354,431	1,018,126	44,778	148,417,335
CAPITAL							
571	Capital Labor	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 200,000	\$ -	1,200,000
572	Capital Construction Expense	27,875,059	13,556,329	41,431,388	41,621,064	830,000 E	83,882,452
574	Capital Equipment	6,394,036	2,207,611	8,601,647	727,175	(12,729) F	9,316,093
575	Zoo Animals	100,000	298	100,298	-	-	100,298
576	Land	2,500,000	110,632	2,610,632	150,000	2,733,100 G	5,493,732
	Capital Subtotal	37,869,095	15,874,871	53,743,966	42,698,239	3,550,371	99,992,576
TOTALS							
Grand totals		\$ 177,993,162	\$ 23,105,235	\$ 201,098,397	\$ 43,716,365	\$ 3,595,149	\$ 248,409,911

An explanation of adjustments, by category, can be found on pages **100903** to **100905**. The net effect of all adjustments is an increase of \$3,595,149 which is funded by increased revenue, donations, grants, or received but previously unappropriated funds.

No. 24-04-046: It was moved by Vice President Ittu, seconded by Vice President Rinker and carried, to approve 2024 Budget Adjustment No. 4 for a total increase of \$3,595,149 as delineated on pages **100903** to **100905**.

Vote on the motion was as follows:

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

ACTION ITEMS (cont.)

- (b) ***Winter 2024/2025 Road Salt Resolution***
(Originating Sources: *Charlie Rosol, Director of Procurement/Joseph V. Roszak, Chief Operating Officer*)

The Ohio Department of Transportation began accepting electronic forms and resolutions for the ODOT winter salt participation program (Contract Number 018-25) through the ODOT website beginning Monday, April 1, 2024 and will continue through Friday, May 3, 2024 by 5:00 PM. Public subdivisions must have the Resolution found on pages **100906** to **100907** completed and signed by their governing board/body and submitted along with the electronic form on the website. As this contract is distinct from the typical cooperative purchasing program, ODOT requires that each Political Subdivision execute this salt-specific resolution/ordinance this year that contains the total tonnage requested for the following winter.

- No. 24-04-047:** It was moved by Vice President Ittu, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to enter into the Ohio Department of Transportation Winter (018-25) contract for road salt with the road salt supplier chosen at the discretion of the Ohio Department of Transportation as being lowest and best for an estimated usage of 1,000 tons.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Nays: None.

- (c) ***Amendment No. 1 – Contract #1671 – Professional Services Agreement – Lakefront Building – Lakefront Reservation***
(Originating Sources: *Sean E. McDermott, P.E., Chief Planning and Design Officer/Ryan Denker, Architect/Michele Crawford, Project Development Manager*)

Background

On September 27, 2022, Cleveland Metroparks entered into a contract with Osborn Engineering (“Osborn”) pursuant to RFQu #6665 professional design services for the Lakefront Building (“Project”). Osborn was selected as the top-ranked firm to perform professional engineering services for the Project and a contract was authorized by the board on July 21, 2022 (Board Resolution No. 22-07-104) in the amount of \$114,700 for the schematic design phase.

Proposal Analysis

As the Project design has progressed, the Project scope has adapted to align with the Project budget and anticipated schedule. Upon advancement of the Project scope, a proposal was requested from Osborn to continue to the next phases of professional services which now includes civil engineering, mechanical engineering, plumbing design, structural engineering, information technology, fire protection, kitchen design,

ACTION ITEMS (cont.)

construction administration and Project coordination of these disciplines for two separate buildings. Additionally, Osborn has included not to exceed fees to be utilized for design assist of Interior Design and Project specification review as directed by Cleveland Metroparks. The fee for Osborn’s updated scope of work is approximately 4% (\$594,200) of the estimated project cost.

Cleveland Metroparks will be self-performing architectural design, landscape architecture, construction administration and interior design services for the Project. The work performed by Cleveland Metroparks staff also has an estimated value of approximately 4% of the estimated Project construction cost. Cleveland Metroparks and Osborn’s combined fees will be less than 8% of the estimated project construction cost, which is well within the industry standards for a Project of this magnitude. Staff will return to the Board with future amendments as required. Osborn’s proposed not-to-exceed cost of \$479,500 will cover the following scope items:

Schematic Design

- Observation, document and study existing utilities.
- Schematic civil, structural, mechanical, plumbing, and structural narratives, studies, and drawings for two new buildings.

Construction Documents

- Review and coordination of design, cost estimates, schedule, and phasing.
- Finalize civil, structural, mechanical, plumbing, structural, technology, fire protection, and kitchen design for two new buildings in the form of construction drawings and specifications.

Construction Administration

- Respond to contractor Requests for Information (“RFIs”) and permit review questions.
- Perform shop drawing and submittal reviews.
- Attend construction progress meetings as required.

Scope of Services	Fee
Schematic Design Scope Credit	(\$25,500.00)
Construction Document Phase	\$338,100.00
Construction Administration Phase	\$96,900.00
Owner Directed Services (Interior Design and Specifications)	\$70,000.00
Scope of Services Total for Amendment No. 1	\$479,500.00
Previous Contract Amount	\$114,700.00
NEW Scope of Services TOTAL	\$594,200.00

No. 24-04-048:

It was moved by Vice President Ittu, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to execute Amendment No. 1, as per RFQu #6665, with **Osborn Engineering**, for professional services as summarized above, for an additional not-to-exceed amount of **\$479,500, in addition to the original contract amount**

ACTION ITEMS (cont.)

of \$114,700, resulting in a total revised contract amount not-to-exceed \$594,200 for professional engineering services as outlined above in a form acceptable to the Chief Legal and Ethics Officer, pursuant to a proposal dated March 20, 2024.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Nays: None.

- (d) ***Amendment No. 2 – Contract #1537 – Big Creek Floodplain Analysis – Cleveland Metroparks Zoo***
(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer)

Background

Cleveland Metroparks Zoo is currently in progress on the design of the Gorilla Primate RainForest Addition (“Primate Forest”). The topographic setting of the Zoo, within and above the Big Creek valley, provides both opportunities and challenges. One challenge is preparing for precipitation events which inundate Big Creek and can result in stressing of infrastructure within the Zoo. Due to that documented risk, one of the first steps of due diligence that was performed for Primate Forest planning was an analysis of the Big Creek floodplain as it relates to the design of a resilient structure. This analysis was completed in 2020 by Jacobs Engineering Group Inc. (“Jacobs”) following the Board approving a \$60,000 contract at the March 18, 2020 meeting, as per Single Source #6506 (Board Resolution No. 20-03-054).

A similar process in the early 1990’s was undertaken during the original development of the RainForest, which itself has flood resiliency infrastructure. The Northeast Ohio Regional Sewer District (“NEORS”), through their Regional Stormwater Management Program, has recently undertaken master planning and modeling process for all of the major tributaries, streams, and rivers in their service area. NEORS hired Jacobs to perform the master planning and study for the Cuyahoga North system which includes Big Creek, and hence the Zoo.

In 2023, design of the Primate Forest reached a point where it was critical to have additional peer review and support related to understanding estimated flood risks at the Primate Forest site based on specific design options. Because of Jacobs’ previous Big Creek floodplain analysis at the Primate Forest site and their master planning work, they were retained for this additional work following the Board approving a \$66,000 contract amendment at the July 19, 2023 meeting, as per Single Source #6506 and Contract #1537 (Board Resolution No. 23-07-119).

As design advances towards the construction of Primate Forest, the performance of additional modeling of the proposed design relative to the existing effective FEMA regulatory model is recommended to determine relation to the Big Creek base flood

ACTION ITEMS (cont.)

elevation. Because of Jacobs' previous analysis and familiarity with the Primate Forest site, Jacobs will be retained for this additional work.

Jacobs is a 52,000 employee worldwide engineering firm with many specializations including planning, infrastructure, water resources, and transportation, among others. Notwithstanding, Jacobs maintains a local presence with a Cleveland office which is complimented by a Columbus, Ohio office as well. Due to their qualifications and the work they have performed previously for Cleveland Metroparks and our partners at NEORS along the Big Creek corridor, staff is recommending an amendment to the existing contract with Jacobs and has requested a proposal for the proposed scope of work as outlined below.

Proposal Analysis

A proposal was requested from Jacobs to perform regulatory modeling of the Primate Forest design relative to the existing effective FEMA regulatory model to determine potential impacts to the regulatory floodway. The proposed cost of \$39,500 covers the below scope:

TASK 1: KICKOFF**TASK 2: FEMA COORDINATION**

- Coordinate with FEMA via phone and email, online database research
- Prepare data requests
- Obtain regulatory model (HEC-2)

TASK 3: REVIEW FEMA REGULATORY MODEL

- Review existing FEMA HEC-2 model
- Confirm coordinate system

TASK 4: CONVERT MODEL

- Convert existing FEMA HEC-2 model to HEC-RAS model

TASK 5: CREATE CORRECTED MODEL

- Correct errors previously identified in existing model

TASK 6: CREATE PROPOSED CONDITION MODEL

- Create HEC-RAS model representing final design of the Primate Forest

TASK 7: PREPARE FLOODWAY MODELS

- Prepare existing and proposed condition floodway models
- Compare and contrast floodway extents

TASK 8: RESULTS AND RECOMMENDATIONS

It is anticipated that Jacobs will need approximately twelve (12) weeks to complete the above scope.

ACTION ITEMS (cont.)

No. 24-04-049: It was moved by Vice President Ittu, seconded by Vice President Rinker and carried, to authorize the Chief Executive Officer to execute Amendment No. 2 to Contract #1537 and Single Source #6506 with **Jacobs Engineering Group Inc.** for professional services as summarized above, for an additional **not-to-exceed amount of \$39,500** in addition to the original contract amount of \$60,000 and Amendment No. 1 amount of \$66,000, **resulting in a total contract amount not to exceed \$165,500** for professional services as outlined above in a form acceptable to the Chief Legal and Ethics Officer, pursuant a proposal dated March 28, 2024.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Nays: None.

- (e) ***Authorization to Enter into Contract and Commit Funds – Electric Vehicle Charging Stations at Lakefront Reservation***
(Originating Sources: Natalie Ronayne, Chief Development Officer/Rosalina M. Fini, Chief Legal & Ethics Officer, Co-Chair of ECO Team/Kristen Trolio, Director of Grants)

Background

In January 2024, the Northeast Ohio Areawide Coordinating Agency (“NOACA”) received a \$15 million grant from the Federal Highway Administration’s Charging and Fueling Infrastructure grant program. This program was created as part of the Bipartisan Infrastructure Law to increase electric vehicle charging stations in both rural and urban communities to ensure accessibility for all vehicle owners. NOACA convened interested parties from throughout their six-county region and submitted an application for Phase 2 of its Regional Electric Vehicle Charging Station Program, which includes approximately 70 sites that meet National Electric Vehicle Infrastructure (NEVI) requirements and were derived through NOACA’s Long Range Plan development.

Two sites within Cleveland Metroparks were included in Phase 2 and received funding as part of the federal grant application – East 55th Street Marina and Lower Edgewater Park. Cleveland Metroparks will receive four (4) Direct Current Fast Charging (“DCFC”) ports at each location. NOACA will manage the contract installation of the ports, which includes design/engineer costs, charger equipment purchase, site work, electric hookup, installation, prepaid warranty, cloud services, and inspection.

Cleveland Metroparks will enter into contract with NOACA for this work and will commit matching funds of 20% of the total project costs as required by the federal grant program. Cleveland Metroparks estimated match commitment for four DCFC ports at both East 55th Street Marina and Lower Edgewater Park is ±\$150,000.

No. 24-04-050: It was moved by Vice President Ittu, seconded by Vice President Rinker and carried, to authorize and agree to participate in Phase 2 of NOACA’s Regional Electric Vehicle Charging Station Program which is being

ACTION ITEMS (cont.)

funded by the Federal Highway Administration's Charging and Fueling Infrastructure grant program in the amount of ±\$15 million for the above listed Electric Vehicle Charging Stations project; to authorize and agree to obligate matching funds of ±\$150,000, and further, that the Board authorize the Chief Executive Officer to enter into agreements and execute any other documents as may be required to participate in the grant award; form of document(s) to be approved by the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Nays: None.

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES.

No. 24-04-051:

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

- (a) **RFP #6644 Renewal: Audio-Visual** (see page **100883**);
- (b) **Single Source #6839: One (1) Used 2019 Caterpillar 420F2 Backhoe** (see page **100885**); and,
- (c) **Single Source #6841: One (1) New 2024 Foley Accu-Master Reel Grinder and One (1) New 2024 Foley Accu-Pro Traverse Bedknife Grinder** (see page **100886**).

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Nays: None.

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)

RFP #6644 RENEWAL SUMMARY: AUDIO-VISUAL

HIGHLIGHTS AT A GLANCE
2022-2023 Expenditures \$681,781.36
2024 Estimate = \$900,000.00

Background

Currently, Information Technology Services (ITS) utilizes outside audio-visual vendors to install a wide variety of media related equipment including the servicing and programming of said equipment.

Cleveland Metroparks staff issued a Request for Proposal (RFP) in 2022 for an initial two (2) year term (May 1, 2022 through April 30, 2024) with an option to renew for up to two (2) additional one-year (1-year) terms to a select list of vendors that provide a variety of audio-visual services. Depending on the project, a vendor from the list may be selected based on skill set, previous work, or a combination of factors (state-term contract, previous programming knowledge, previous work experience, etc.). For projects in which multiple vendors can perform, the highest ranked companies will be selected first to provide quotations. The RFP looked at various vendors examining five criteria including: 1. Statement of capability (experience, biographies); 2. Average pricing; 3. Prior work history and overall company (previous related projects, work with government agencies); 4. Location (local presence); and 5. Core values. All of this concluded with an overall score highlighting the awarded vendors below. The Board approved the following list of vendors as potential service providers for the prior two-year (2-year) period (Resolution No. 22-04-059.)

Anticipated Vendors (include, but are not limited to the following):

Vendor	Statement of Capability/ Experience/ Biographies (30)	Pricing (30)	Prior Work History (20)	Location (15)	Core Values (5)	Total
Audio Visual Innovations	25	30	20	15	5	95
Zenith Systems	30	16	20	15	5	86
Allelon Systems	20	30	15	15	5	85
Root Integrated Systems	15	28	15	15	5	78
Crescent Digital	0	28	0	15	5	48
iVideo Technologies	5	4	15	15	0	39

*Please note other vendors/consultants may be chosen throughout the contract period through the State of Ohio Cooperative Contract or another cooperative agreement available to government municipalities.

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)

Cleveland Metroparks reserves the right to not award any contracts to any of the vendors listed above.

The Purchasing Division recommends renewal of the contracted services from the vendors listed above on an “as needed” basis for an additional one (1) year period beginning May 1, 2024 through April 30, 2025, renewable for up to one (1) additional one (1) year term at Cleveland Metroparks’ sole discretion.

RECOMMENDED ACTION:

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and various vendors listed and summarized above, and maintained in the proposal file for RFP Renewal #6644, for a one (1) year contract beginning May 1, 2024 through April 30, 2025, with an option to renew for up to one (1) additional one (1) year term, for a **total one (1) year cost not to exceed \$900,000 and a total four (4) year cost not to exceed \$3,600,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

(See Approval of this Item by Resolution No. 24-04-051 on Page 100882)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)

SINGLE SOURCE #6839 SUMMARY: ONE (1) USED 2019 CATERPILLAR 420F2 BACKHOE for Park Operations

Item and Description	2019 Caterpillar 420F2 Backhoe with all standard equipment, 1,615 engine hours, aux hydraulics, enclosed cab, and 4x4, with factory warranty through July 10, 2025 or hours ending 3454 (whichever comes first).
Designation	Park Operations
Unit Replaced	1988 Ford 555E Backhoe (EM3588) (4,500 engine hours)
Total Unit Cost	\$88,950

The replaced units will go to online auction or replace units of lesser value that will go to online auction.

RECOMMENDED ACTION:

That the Board approve the purchase of one (1) used 2019 Caterpillar 420F2 Backhoe as per Single Source #6839, equipped as specified in the above summary, from **Ohio CAT**, for a total cost of **\$88,950**.

(See Approval of this Item by Resolution No. 24-04-051 on Page 100882)

AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)

SINGLE SOURCE #6841 SUMMARY: ONE (1) NEW 2024 FOLEY ACCU-MASTER REEL GRINDER AND ONE (1) NEW 2024 FOLEY ACCU-PRO TRAVERSE BEDKNIFE GRINDER for Golf

Description	2024 Foley Accu-Master Reel Grinder, Model 653-RD and new 2024 Foley Accu-Pro Traverse Bedknife Grinder, Model 673-AC, includes standard equipment, relief grind, internal dust collection, enclosed work area, and two (2) year limited warranty.
Designation	Manakiki Golf Course
Unit(s) replaced including year and condition	Foley Reel Grinder (1990's) and Neary Bedknife Grinder (1960's)
Unit Totals	\$61,995.00 (Accu-Master Reel Grinder) \$29,995.00 (Accu-Pro Traverse Bedknife)
Shipping	\$1,637.80
TOTAL ORDER	\$93,627.80

The replaced units will go to online auction or replace units of lesser value that will go to online auction.

RECOMMENDED ACTION:

That the Board approve the purchase of one (1) new 2024 Accu-Master Reel Grinder and one (1) new 2024 Accu-Pro Traverse Bedknife Grinder, as per Single Source #6841, equipped as specified in the above summary, from **Jerry Pate Company, for a total cost of \$93,627.80.**

(See Approval of this Item by Resolution No. 24-04-051 on Page 100882)

GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED
SINCE LAST BOARD MEETING (Presented 4/25/24)

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 5(a), “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 \$75,000. Any contracts where the cost exceeds \$25,000 or any purchase where the amount exceeds \$25,000, 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>
Axis track chair (wheelchair on tracks) for Outdoor Recreation.	Ayers Offroad Mobility, LLC	\$25,123.00	(7)
Web application firewall enterprise service plan for ITS.	Cadre Computer Resources Co.	\$28,460.20	(2)
One (1) new 2024 Ford Police Explorer.	Bob Chapman Ford, Inc.	\$42,788.00	(2)
2024-2026 race series services for 5Ks to include online registration, database management, racecourse, permits, social media, emailing services, and timing.	Hermes Sports & Events	\$75,000.00	(3)
2024 mulch blowing services for various locations.	PC Services, LLC	\$35,040.00	(7)
One (1) two (2) ton jib crane and two (2) electric chain hoists for Gordon Park boat launch improvements at Lakefront Reservation.	IWI Incorporated	\$38,190.00	(7)
Professional services to replace concrete at Wallace Lake at Mill Stream Run Reservation.	880 Construction Co. Inc.	\$73,550.00	(7)
Employment engagement survey and focus group facilitation services; additional services.	Working River Leadership Consulting	\$13,500.00 9,000.00 <u>3,000.00</u> \$25,500.00	(3)

GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED (cont.)

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Diversity, equity, and inclusion training for all non-managing full- and part-time employees; additional services.	Working River Leadership Consulting	\$49,500.00 <u>13,100.00</u> \$62,600.00	(3)
Employee assistance program for a three (3) year period beginning March 1, 2022 through February 28, 2025; additional services.	Ease@Work	\$49,900.00 <u>25,100.00</u> \$75,000.00	(7)
2024 Southwest Enforcement Bureau and Emergency Response team dues.	Southwest Council of Governments	\$27,500.00	(3)
Audio, lighting, and stage services for 2024 concert series.	North Coast Event Services, LLC	\$37,320.00	(7)
Two (2) new 2024 Mercury Verado 300 HP boat engines and accessories for Police boat.	Erie Marine Sales LLC	\$48,676.22	(7)
Phase I Environmental Site Assessment (ESA) for the Marline Investment Group, LLC located in the Lakefront Reservation; additional services for Phase II and updated Phase I assessment.	Partners Environmental Consulting	\$1,950.00 48,000.00 <u>1,600.00</u> \$51,550.00	(6)
Toro Workman utility vehicle for the Zoo; additional unit cost.	Jerry Pate Turf & Irrigation	\$28,792.50 <u>1,563.01</u> \$30,355.51	(2)
Professional engineering services agreement for the Zoo electrical voltage upgrades.	Karpinski Engineering	\$34,900.00	(7)
2024 bulk grill and table order for various locations.	Jamestown Advanced Products	\$43,661.00	(3)
Geotechnical evaluation services for Wallace Lake improvements at Mill Stream Run Reservation; additional services.	SME	\$7,600.00 21,550.00 <u>3,950.00</u> \$33,100.00	(7)

GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED (cont.)

<u>REF. NO. / ITEM – SERVICE</u>	<u>VENDOR</u>	<u>COST</u>	<u>PROCEDURE</u>
Professional consulting services for federal appropriations for 2024.	McCaulley & Company LLC	\$75,000.00	(3)
One (1) new 2024 Ford F550 4x4 truck with super cab and chassis.	Ken Ganley Ford Parma	\$70,303.00	(2)

===== **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, OMNIA, etc.
- (3) "**SINGLE SOURCE**" – Purchased from one source as competitive alternatives are not available.
- (4) "**PROPRIETARY**" – Products 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, manager, 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 (over \$5,000 up to \$25,000)**" – Originally estimated \$25,000 or less, quoted by three vendors.
- (7) "**COMPETITIVE QUOTE (over \$25,000 to \$75,000)**" – Chosen through the accumulation of three written quotes.

**CONSTRUCTION CHANGE ORDERS OR AMENDMENTS TO
PROFESSIONAL SERVICE CONTRACTS (4/25/24)**

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 5(b) and (c), “...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) \$75,000, or (ii) ten percent (10%) of the total cost of the contract at the time of the change order. 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. The aggregate value of all change orders authorized by the CEO shall not exceed fifty percent (50%) of the original contract value without prior approval of the Board. If the Board approves a revised contract value, then the aggregate value of all change orders issued after Board approval of the revised contract value shall not exceed fifty percent (50%) of the revised contract value without additional approval of the Board.”

I. “Amendment to Professional Service Contract. For professional service contracts greater than \$75,000, 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, are less than THE LESSER OF: (i) \$75,000, or (ii) ten percent (10%) of the total cost of the agreement at the time of the amendment. 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 aggregate value of all amendments authorized by the CEO shall not exceed fifty percent (50%) of the original contract value without prior approval of the Board. If the Board approves a revised contract value, then the aggregate value of all change orders issued after Board approval of the revised contract value shall not exceed fifty percent (50%) of the revised contract value without additional approval of the Board,” the following is provided:

<u>Contract</u>	<u>Item/Service</u>	<u>Vendor</u>	<u>Change Order or Amendment</u>
<u>Cleveland Metroparks Geese and Gull Management Program</u> <u>Contract Amount:</u> Original Contract Amount: \$296,757.89 Amendment No. 1 Amount: \$3,680.00 Amendment No. 2 Amount: \$8,725.60 Amendment No. 3 Amount: \$420.00 Amendment No. 4 Amount: \$10,249.41 Revised Contract Amount: \$319,832.90	Additional services for flight control management.	Ohio Geese Control	#4
<u>Cuy Euclid Creek Greenway Phase 1, Euclid Creek Reservation</u> <u>Contract Amount:</u> Original Contract Amount: \$668,000.00 Change Order Amount: \$13,036.41 Revised Contract Amount: \$681,036.41	Additional services for final quantity reconciliation.	S.E.T. Inc.	#1

AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES; GOODS AND SERVICES (\$25,000 - \$75,000) ACQUIRED; CONSTRUCTION CHANGE ORDERS.

The following were presented to the Board for award/acknowledgment: bid/RFP/co-op/single source tabulations, as shown on pages **100882** through **100886**; \$25,000 to \$75,000 purchased items/services report, pages **100887** through **100889**; and construction change orders, page **100890**.

APPROVAL OF VOUCHERS AND PAYROLL.

No. 24-04-044: It was moved by Vice President Ittu, seconded by Vice President Rinker and carried, to approve vouchers, net payroll, employee withholding taxes, and procurement card charges, as identified on pages **100908** to **101079**.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Nays: None.

PUBLIC COMMENTS.

Public comments were offered by Marty Leshner of Olmsted Township. All such comments can be heard in their entirety by accessing the "About" section of Cleveland Metroparks website at <https://www.clevelandmetroparks.com/about/cleveland-metroparks-organization/boards-of-park-commissioners/board-meeting-archives>.

INFORMATION/BRIEFING ITEMS/POLICY.

- (a) ***Geospatial Enhancements to Support Park District Initiatives***
(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/
Laura Schuch, PhD., GIS Manager)

Building on the success of over 20 years of utilization of Geographic Information Systems (GIS) technologies, the Cleveland Metroparks GIS Team is enhancing staff access to geospatial data and information through an internal web mapping application, MapStore, which provides tools to interact with data in new ways through dashboards and interactive GeoStories. Both a repository for spatial data and an interactive tool to visualize data, MapStore provides all staff access to location-based data for educational, planning, and decision-making needs. Similarly, the Park District Drone Team is facilitating insights drawn from the view from above with three new pilots in the past year (for a total of six). Drone flights support the work of many departments, but the program itself is interdepartmental among Planning and Design, ITS, Marketing, and Natural Resources. The collaborative nature of the team provides greater skill development for pilots and wider variety in the type of deliverables.

- (b) ***Zoo Gorilla Update 2024***
(Originating Sources: Andi Kornak, Deputy Zoo Executive Director & Director of
Animal and Veterinary Programs/Christopher Kuhar, PhD, Zoo Executive Director)

Over the past decade, Cleveland Metroparks Zoo has experienced significant change and innovation as it relates to gorilla husbandry. In particular, the switch from a bachelor group to a family group has created multiple opportunities and by working with the Gorilla SSP of the Association of Zoos and Aquariums we have seen the birth of two baby gorillas, including one which was surrogated to an adult female sooner than any other surrogate in history. Currently, the team is working to incorporate a new baby gorilla into the troop. This presentation will document the process that led to this point and provide updates on the introduction.

- (c) ***Marketing & Brand Evolution Overview***
(Originating Sources: Kelly Manderfield, Chief Marketing Officer)

Kelly Manderfield, Cleveland Metroparks Chief Marketing Officer, will present an overview and insights on the Park District's marketing and brand evolution over the past decade following the April 2024 launch of the new brand campaign.

Cleveland Metroparks new brand campaign *Your Time. Your Place.* aligns with the *Second Century of Stewardship Plan* and is designed to welcome all by prioritizing inclusivity with significant input from focus groups, surveys, and internal and external user testing. The campaign can now be seen across Northeast Ohio in billboards, print ads and publications, broadcast television commercials, pole banners and social media.

INFORMATION/BRIEFING ITEMS/POLICY (cont.)

Over the past decade, Cleveland Metroparks marketing team has significantly expanded the resources and tools utilized to elevate awareness of the Park District's mission, drive community usage and support, and maximize cost recovery. Efforts include enhancing and increasing special events, focusing on longer-term corporate partnerships, growing retail offerings, and elevating awareness through dynamic storytelling, media partnerships and targeted communications. Now, the team is developing park user personas to further tailor communications efforts and enhance engagement and experiences based on specific guest preferences.

DATE OF NEXT MEETING.

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, May 16, 2024, 8:00 a.m. at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

ADJOURNMENT TO EXECUTIVE SESSION.

No. 24-04-052: At 9:04 a.m., upon motion by Vice President Ittu, seconded by Vice President Rinker and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Purchase/Acquisition of Real Property, as stated by Chief Legal and Ethics Officer, Rose Fini.

Roll-call vote on the motion was as follows:

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

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

ADJOURNMENT.

No. 24-04-053: There being no further matters to come before the Board, upon motion by Vice President Ittu, seconded by Vice President Rinker, and carried, Vice President Rinker adjourned the meeting at 9:24 a.m.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Nays: None.

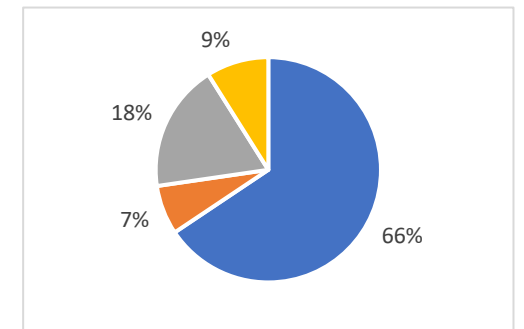
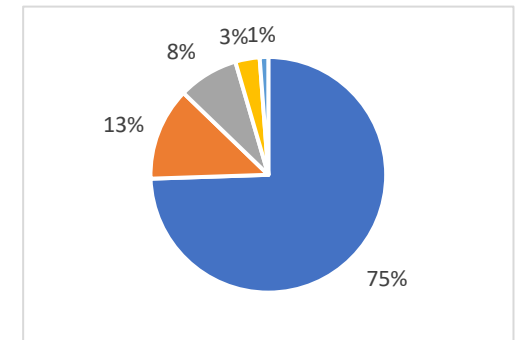
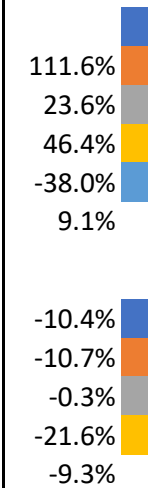
President.

Attest:

Secretary.

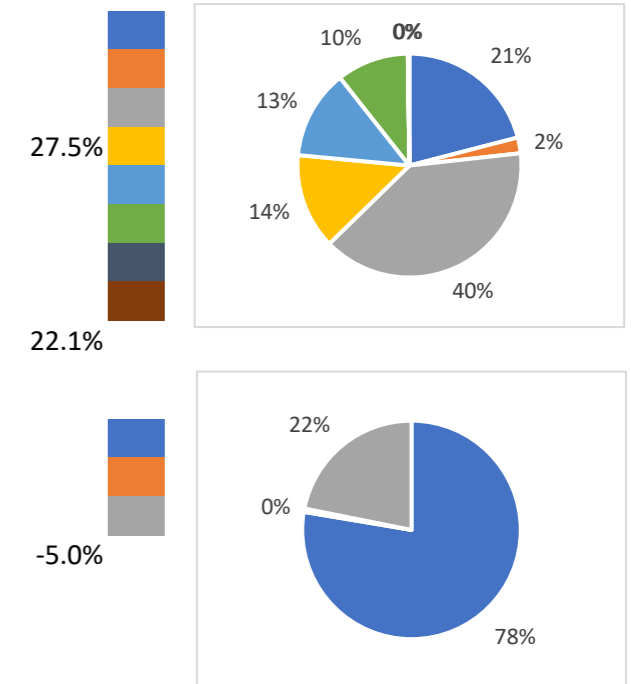
**Cleveland Metroparks
Financial Performance
3/31/2024
CM Park District**

	Actual March '23	Actual March '24	Fav (Unfav)	Actual YTD March '23	Actual YTD March '24	Fav (Unfav)
Revenue:						
Property Tax	11,772,455	21,542,344	9,769,889	51,897,836	51,702,149	(195,687)
Local Gov/Grants/Gifts	1,676,654	4,237,283	2,560,629	4,179,739	8,843,604	4,663,865
Charges for Services	1,328,657	1,856,420	527,763	4,644,605	5,742,280	1,097,675
Self-Funded	123,939	777,578	653,639	1,582,454	2,316,055	733,601
Interest, Fines, Other	<u>191,983</u>	<u>232,805</u>	<u>40,822</u>	<u>1,320,361</u>	<u>818,909</u>	<u>(501,452)</u>
Total Revenue	15,093,688	28,646,430	13,552,742	63,624,995	69,422,997	5,798,002
OpEx:						
Salaries and Benefits	7,598,503	8,482,116	(883,613)	18,648,772	20,579,981	(1,931,209)
Contractual Services	411,023	526,580	(115,557)	2,005,653	2,220,773	(215,120)
Operations	2,657,620	2,921,191	(263,571)	5,737,831	5,755,905	(18,074)
Self-Funded Exp	<u>690,289</u>	<u>707,778</u>	<u>(17,489)</u>	<u>2,308,751</u>	<u>2,807,449</u>	<u>(498,698)</u>
Total OpEx	11,357,435	12,637,665	(1,280,230)	28,701,007	31,364,108	(2,663,101)
Op Surplus/(Subsidy)	3,736,253	16,008,765	12,272,512	34,923,988	38,058,889	3,134,901
CapEx:						
Capital Labor	45,831	70,942	(25,111)	184,609	218,179	(33,570)
Construction Expenses	1,861,055	2,717,009	(855,954)	6,574,184	6,531,874	42,310
Capital Equipment	563,892	1,125,368	(561,476)	1,805,470	2,020,887	(215,417)
Land Acquisition	1,098	41,003	(39,905)	321,264	927,257	(605,993)
Capital Animal Costs	<u>60</u>	<u>1,565</u>	<u>(1,505)</u>	<u>2,477</u>	<u>3,901</u>	<u>(1,424)</u>
Total CapEx	2,471,936	3,955,887	(1,483,951)	8,888,004	9,702,098	(814,094)
Net Surplus/(Subsidy)	1,264,317	12,052,878	10,788,561	26,035,984	28,356,791	2,320,807



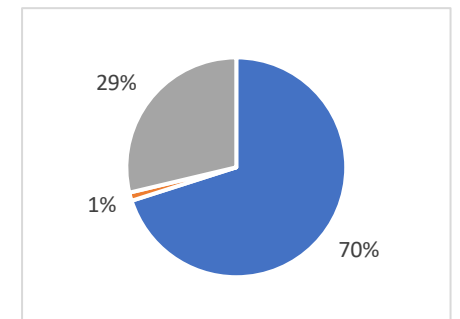
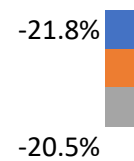
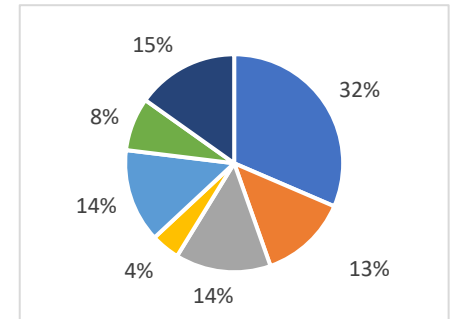
**Cleveland Metroparks
Financial Performance
3/31/2024
Zoo**

	Actual March '23	Actual March '24	Fav (Unfav)	Actual YTD March '23	Actual YTD March '24	Fav (Unfav)
Revenue:						
General/SE Admissions	186,820	293,809	106,989	262,114	450,981	188,867
Guest Experience	18,063	33,624	15,561	32,572	48,947	16,375
Zoo Society	0	0	0	753,536	848,790	95,254
Souvenirs/Refreshments	34,384	49,269	14,885	232,790	296,859	64,069
Education	34,764	10,709	(24,055)	248,546	276,966	28,420
Rentals & Events	78,903	77,981	(922)	225,242	223,623	(1,619)
Consignment	0	133	133	0	285	285
Other	(496)	(70)	426	7,612	4,882	(2,730)
Total Revenue	352,438	465,455	113,017	1,762,412	2,151,333	388,921
OpEx:						
Salaries and Benefits	1,703,474	1,908,622	(205,148)	4,134,270	4,570,858	(436,588)
Contractual Services	11,079	12,098	(1,019)	40,327	29,934	10,393
Operations	450,947	372,226	78,721	1,432,691	1,286,039	146,652
Total OpEx	2,165,500	2,292,946	(127,446)	5,607,288	5,886,831	(279,543)
Op Surplus/(Subsidy)	(1,813,062)	(1,827,491)	(14,429)	(3,844,876)	(3,735,498)	109,378
CapEx:						
Capital Labor	1,952	0	1,952	4,209	0	4,209
Construction Expenses	106,118	485,901	(379,783)	482,735	1,179,315	(696,580)
Capital Equipment	14,083	105,773	(91,690)	47,994	105,773	(57,779)
Capital Animal Costs	60	1,565	(1,505)	2,477	3,901	(1,424)
Total CapEx	122,213	593,239	(471,026)	537,415	1,288,989	(751,574)
Net Surplus/(Subsidy)	(1,935,275)	(2,420,730)	(485,455)	(4,382,291)	(5,024,487)	(642,196)
Restricted Revenue-Other	153,817	1,924,342	1,770,525	1,178,418	2,243,069	1,064,651
Restricted Revenue-Zipline	3,362	9,605	6,243	4,278	11,659	7,381
Restricted Expenses	1,052,772	271,979	780,793	3,057,224	413,739	2,643,485
Restricted Surplus/(Subsidy)	(895,593)	1,661,968	2,557,561	(1,874,528)	1,840,989	3,715,517



**Cleveland Metroparks
Financial Performance
3/31/2024
Golf Summary**

	Actual March '23	Actual March '24	Fav (Unfav)	Actual YTD March '23	Actual YTD March '24	Fav (Unfav)
Revenue:						
Greens Fees	71,424	207,042	135,618	165,180	321,104	155,924
Equipment Rentals	29,787	87,316	57,529	66,246	133,965	67,719
Food Service	47,885	72,756	24,871	102,816	144,860	42,044
Merchandise Sales	13,798	29,465	15,667	27,607	43,658	16,051
Pro Services	18,749	20,023	1,274	117,580	141,660	24,080
Driving Range	22,478	52,435	29,957	41,134	80,656	39,522
Other	<u>41,639</u>	<u>85,394</u>	<u>43,755</u>	<u>89,379</u>	<u>154,722</u>	<u>65,343</u>
Total Revenue	245,760	554,431	308,671	609,942	1,020,625	410,683
OpEx:						
Salaries and Benefits	447,434	549,202	(101,768)	1,036,426	1,262,845	(226,419)
Contractual Services	1,069	15,471	(14,402)	16,364	21,951	(5,587)
Operations	<u>212,963</u>	<u>286,263</u>	<u>(73,300)</u>	<u>442,086</u>	<u>517,270</u>	<u>(75,184)</u>
Total OpEx	661,466	850,936	(189,470)	1,494,876	1,802,066	(307,190)
Op Surplus/(Subsidy)	(415,706)	(296,505)	119,201	(884,934)	(781,441)	103,493
CapEx:						
Capital Labor	15,442	23,970	(8,528)	75,386	66,354	9,032
Construction Expenses	169,957	189,808	(19,851)	505,323	356,975	148,348
Capital Equipment	<u>129,501</u>	<u>235,185</u>	<u>(105,684)</u>	<u>352,339</u>	<u>336,683</u>	<u>15,656</u>
Total CapEx	314,900	448,963	(134,063)	933,048	760,012	173,036
Net Surplus/(Subsidy)	(730,606)	(745,468)	(14,862)	(1,817,982)	(1,541,453)	276,529



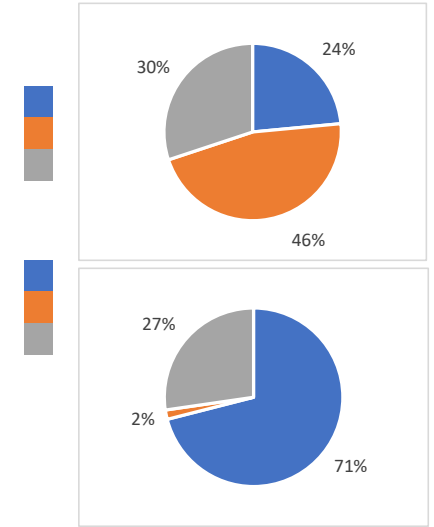
Cleveland Metroparks
 Financial Performance
 3/31/2024
 Golf Detail

	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)		Total	
	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24		
Operating Revenue	115,357	198,558	3,012	39,610	7,344	14,096	98,138	114,294	122,514	160,668	609,940	1,020,625
Operating Expenses	237,166	268,284	48,874	42,442	52,247	54,266	229,272	215,983	286,138	279,872	1,494,874	1,802,066
Operating Surplus/(Subsidy)	(121,809)	(69,726)	(45,862)	(2,832)	(44,903)	(40,170)	(131,134)	(101,689)	(163,624)	(119,204)	(884,934)	(781,441)
Capital Labor	0	0	0	0	0	0	2,912	62,826	0	3,528	75,385	66,354
Construction Expenses	0	0	0	0	0	0	397,954	346,540	0	7,679	505,323	356,974
Capital Equipment	0	0	0	0	0	0	49,151	66,052	49,151	92,500	352,340	336,684
Total Capital Expenditures	0	0	0	0	0	0	450,017	475,418	49,151	103,707	933,048	760,012
Net Surplus/(Subsidy)	(121,809)	(69,726)	(45,862)	(2,832)	(44,903)	(40,170)	(581,151)	(577,107)	(212,775)	(222,911)	(1,817,982)	(1,541,453)

	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Ironwood		Golf Admin		Total	
	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24		
Operating Revenue	57,316	126,667	69,693	122,286	136,566	192,659	0	51,787	0	0	609,940	1,020,625
Operating Expenses	163,511	171,603	103,509	97,456	201,166	255,096	0	135,665	172,991	281,399	1,494,874	1,802,066
Operating Surplus/(Subsidy)	(106,195)	(44,936)	(33,816)	24,830	(64,600)	(62,437)	0	(83,878)	(172,991)	(281,399)	(884,934)	(781,441)
Capital Labor	19,122	0	1,100	0	52,251	0	0	0	0	0	75,385	66,354
Construction Expenses	11,674	0	1,680	0	94,015	2,755	0	0	0	0	505,323	356,974
Capital Equipment	720	28,500	0	0	0	41,500	0	0	253,318	108,132	352,340	336,684
Total Capital Expenditures	31,516	28,500	2,780	0	146,266	44,255	0	0	253,318	108,132	933,048	760,012
Net Surplus/(Subsidy)	(137,711)	(73,436)	(36,596)	24,830	(210,866)	(106,692)	0	(83,878)	(426,309)	(389,531)	(1,817,982)	(1,541,453)

**Cleveland Metroparks
Financial Performance
3/31/2024
Enterprise Summary**

	Actual March '23	Actual March '24	Fav (Unfav)	Actual YTD March '23	Actual YTD March '24	Fav (Unfav)
Revenue:						
Concessions	116,363	94,866	(21,497)	360,069	308,232	(51,837)
Dock Rentals	75,115	53,355	(21,760)	556,555	607,989	51,434
Other*	<u>73,346</u>	<u>64,237</u>	<u>(9,109)</u>	<u>392,524</u>	<u>394,514</u>	<u>1,990</u>
Total Revenue	264,824	212,458	(52,366)	1,309,148	1,310,735	1,587
OpEx:						
Salaries and Benefits	283,701	285,764	(2,063)	735,481	767,219	(31,738)
Contractual Services	4,286	6,784	(2,498)	18,774	17,991	783
Operations	<u>84,973</u>	<u>84,317</u>	<u>656</u>	<u>267,937</u>	<u>295,037</u>	<u>(27,100)</u>
Total OpEx	372,960	376,865	(3,905)	1,022,192	1,080,247	(58,055)
Op Surplus/(Subsidy)	(108,136)	(164,407)	(56,271)	286,956	230,488	(56,468)
CapEx:						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	1,925	11,920	(9,995)
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,675</u>	<u>(8,675)</u>
Total CapEx	0	0	0	1,925	20,595	(18,670)
Net Surplus/(Subsidy)	(108,136)	(164,407)	(56,271)	285,031	209,893	(75,138)



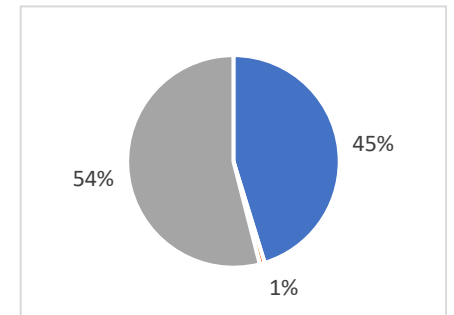
*Other includes Chalet fees, parking, hayrides, aquatics, gift cards, misc.

Cleveland Metroparks
 Financial Performance
 3/31/2024
 Enterprise Detail

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant		Wildwood		Euclid Beach		EmerNeck Marina		EmerNeck Restaurant		Edgewater Pier		Wallace Lake		Hinckley Lake		Huntington		Boat Dock		Chalet		Ledge Lake		Parking		Enterprise Admin		Total		
	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24	YTD March '23	YTD March '24			
Operating Revenue	353,453	316,337	0	(10)	467,362	527,826	0	0	10,200	31	0	82	130,190	134,532	43,743	45,163	0	84	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Operating Expenses	<u>462,486</u>	<u>453,748</u>	<u>1,872</u>	<u>1,564</u>	<u>17,727</u>	<u>19,473</u>	<u>1,344</u>	<u>5,440</u>	<u>1,459</u>	<u>1,574</u>	<u>395</u>	<u>306</u>	<u>8,688</u>	<u>10,138</u>	<u>47,355</u>	<u>61,467</u>	<u>369</u>	<u>526</u>	<u>375</u>	<u>371</u>	<u>446</u>	<u>319</u>	<u>1,447</u>	<u>3,443</u>	<u>0</u>	<u>556</u>	<u>165,169</u>	<u>184,278</u>	<u>1,632</u>	<u>2,552</u>	<u>514</u>	<u>3,976</u>	<u>310,915</u>	<u>330,516</u>	<u>1,022,193</u>	<u>1,080,247</u>	
Operating Surplus/(Subsidy)	(109,033)	(137,411)	(1,872)	(1,574)	449,635	508,353	(1,344)	(5,440)	8,741	(1,543)	(395)	(224)	121,502	124,394	(3,612)	(16,304)	(369)	(442)	(375)	(371)	(446)	(319)	(1,447)	(3,443)	0	(556)	42,548	27,569	7,256	8,923	87,083	59,392	(310,915)	(330,516)	286,957	230,488	
Capital Labor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Construction Expenses	154	0	0	0	1,771	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,675</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,675</u>
Total Capital Expenditures	154	0	0	0	1,771	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,675	0	0	0	0	0	0	0	8,675	
Net Surplus/(Subsidy)	(109,187)	(137,411)	(1,872)	(1,574)	447,864	508,353	(1,344)	(5,440)	8,741	(1,543)	(395)	(224)	121,502	124,394	(3,612)	(16,304)	(369)	(442)	(375)	(371)	(446)	(319)	(1,447)	(3,443)	0	(556)	42,548	18,894	7,256	8,923	87,083	59,392	(310,915)	(342,436)	285,032	209,893	

**Cleveland Metroparks
Financial Performance
3/31/2024
Nature Shops and Kiosks**

	Actual March '23	Actual March '24	Fav (Unfav)	Actual YTD March '23	Actual YTD March '24	Fav (Unfav)
Retail Revenue	28,447	32,107	3,660	80,534	165,608	85,074
OpEx:						
Salaries and Benefits	30,572	36,509	(5,937)	73,929	87,874	(13,945)
Contractual Services	2,091	0	2,091	7,875	1,489	6,386
Operations	<u>15,752</u>	<u>46,240</u>	<u>(30,488)</u>	<u>89,223</u>	<u>104,881</u>	<u>(15,658)</u>
Total OpEx	48,415	82,749	(34,334)	171,027	194,244	(23,217)
Op Surplus/(Subsidy)	(19,968)	(50,642)	(30,674)	(90,493)	(28,636)	61,857
CapEx:						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>0</u>	<u>20,000</u>
Total CapEx	0	0	0	20,000	0	20,000
Net Surplus/(Subsidy)	(19,968)	(50,642)	(30,674)	(110,493)	(28,636)	81,857



**CLEVELAND METROPARKS
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES
FOR THE MONTH ENDED MARCH 2024**

ACCOUNTS RECEIVABLE

Current	Past Due				Total
	1-30 Days	30-60 Days	61-90 Days	Over 90 Days	
\$143,791	\$341,874	\$11,043	\$0	\$13,368	\$510,076

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
03/01/24	Fifth Third Securities	Money Market (A)	30	4.90%	03/31/24	14.51	3,541.13
03/01/24	Key Bank Capital Markets	Portfolio (B)	30	0.206%	03/31/24	8,011.43	\$46,605,962
03/01/24	STAR Ohio	State pool (C)	30	5.40%	03/31/24	204,863.41	\$53,091,958

(A) Federated Government Money Market Account

Investment balance ranged from \$3,527 to \$3,541 in March 2024.

(B) KBCM - Net Change in Portfolio \$90,891 Ending Account Value \$47,465,127 in March 2024.

Investment balance ranged from \$46,597,951 to \$46,605,962 in March 2024.

(C) State Treasurer's Asset Reserve (STAR Ohio)

Investment balance ranged from \$37,887,094 to \$53,091,958 in March 2024.

(D) Huntington National Bank Premier MMA Public Funds

Investment balance ranged from \$9,391,056 to \$0 in March 2024. (Moved to HNB Main Account, which is now a Hybrid Account)

Source: Wade Steen, Chief Finance Officer

04/05/24

**CLEVELAND METROPARKS
Appropriation Summary - 2024**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #4 4/25/2024	Total
		Baseline Budget	Carry Over Encumbrances	Total			
OPERATING							
51	Salaries	\$ 70,457,162	\$ 3,669	\$ 70,460,831	\$ 301,095	\$ (41,592) A	\$ 70,720,334
52	Employee Fringe Benefits	21,396,109	543,837	21,939,946	276,799	(51,018) B	22,165,727
53	Contractual Services	17,161,050	2,919,032	20,080,082	200,076	48,000 C	20,328,158
54	Operations	31,109,745	3,763,826	34,873,572	240,156	89,388 D	35,203,116
	Operating Subtotal	140,124,067	7,230,364	147,354,431	1,018,126	44,778	148,417,335
CAPITAL							
571	Capital Labor	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 200,000	\$ -	1,200,000
572	Capital Construction Expenses	27,875,059	13,556,329	41,431,388	41,621,064	830,000 E	83,882,452
574	Capital Equipment	6,394,036	2,207,611	8,601,647	727,175	(12,729) F	9,316,093
575	Zoo Animals	100,000	298	100,298	-	-	100,298
576	Land	2,500,000	110,632	2,610,632	150,000	2,733,100 G	5,493,732
	Capital Subtotal	37,869,095	15,874,871	53,743,966	42,698,239	3,550,371	99,992,576
TOTALS							
Grand totals		\$ 177,993,162	\$ 23,105,235	\$ 201,098,397	\$ 43,716,365	\$ 3,595,149	\$ 248,409,911

OPERATING

51 SALARIES

- \$ (6,592) Transfer of appropriations from Salaries Seasonal to Operations for Park Operations
Net budget effect is zero

- \$ (50,000) Transfer of appropriations from Salaries Full-Time to Contractual Services for Zoo
Net budget effect is zero

- \$ 15,000 Increase of appropriations in Salaries Seasonal for Zoo paddle boat program
Appropriation increase will be covered by new paddle boat rental revenue

A \$ (41,592) Total increase (decrease) to Salaries

52 FRINGE BENEFITS

- \$ (1,018) Transfer of appropriations from PERS to Operations for Park Operations
Net budget effect is zero

- \$ (50,000) Transfer of appropriations from Unemployment Compensation to Capital Construction Expenses for Yacht Club dock enhancements
Net budget effect is zero

B \$ (51,018) Total increase (decrease) to Fringe Benefits

53 CONTRACTUAL SERVICES

- \$ (2,000) Transfer of appropriations from Other Contractual Services to Operations for Planning and Design
Net budget effect is zero

- \$ 50,000 Transfer of appropriations to Other Contractual Services from Salaries for Zoo
Net budget effect is zero

C \$ 48,000 Total increase (decrease) to Contractual Services

54 OPERATIONS

- \$ 10,455 Increase of appropriations to Program Supplies for Floating Wetlands program
Appropriation increase will be covered by existing foundation grant dollars

- \$ 7,610 Transfer of appropriations to Program Supplies from Salaries and Fringe Benefits for Park Operations
Net budget effect is zero

- \$ 2,000 Transfer of appropriations to Business Meeting Expense from Contractual Services for Planning and Design
Net budget effect is zero

- \$ 5,000 Increase of appropriations in Property Maintenance Supplies for a wildlife closure gate at North Chagrin to protect amphibians during crossing
Appropriation increase will be covered by existing restricted fund donations

- \$ 20,000 Transfer of appropriations to Enterprise Expenses from Capital Equipment for Park Operations
Net budget effect is zero

- \$ 4,094 Increase of appropriations in Property Maintenance Supplies for Park Operations Bedford Reservation
Appropriation increase will be covered by existing NEORS D contribution

- \$ 3,500 Increase of appropriations in Enterprise Expenses for Golf Improvements Fund and the Green Initiatives/Conservation Fund to purchase reusable coolers for Golf
Appropriation increase will be covered by existing restricted funds

- \$ 38,400 Increase of appropriations in Sponsorship Expense for Andean Bear SAFE program
Appropriation increase will be covered by new grant revenue

- \$ (7,271) Transfer of appropriations from Program Supplies to Capital Equipment for Park Operations
Net budget effect is zero

- \$ 5,600 Increase of appropriations in Program Supplies for Zoo paddle boat program
Appropriation increases will be covered by new paddle boat rental revenue

D \$ 89,388 Total increase (decrease) to Office Operations

\$ 44,778 TOTAL INCREASE (DECREASE) TO OPERATIONS

CAPITAL

572 CAPITAL CONSTRUCTION EXPENSES

- \$ 150,000 Increase of appropriations in Capital Contracts for Garfield Pond Loop
Appropriation increase will be covered by new funds from the ODNR Recreational Trails Program grant
- \$ 50,000 Transfer of appropriations to Capital Contracts from Fringe Benefits for Yacht Club dock enhancements
Net budget effect is zero
- \$ 80,000 Increase of appropriations in Capital Contracts for Zoo Sensory Room
Appropriation increase will be covered by new donations from CZS
- \$ 50,000 Increase of appropriations in Capital Materials for the Red Wing Cabin renovation at Hinckley Park
Appropriation increase will be covered by existing donations from the Hinckley Reservation Enhancement Fund
- \$ 500,000 Increase of appropriations in Capital Contracts for Garfield Pond
Appropriation increase will be covered by new ODNR Land and Water Conservation grant

E \$ 830,000

574 CAPITAL EQUIPMENT

- \$ (20,000) Transfer of appropriations from Technology Equipment to Operations for Park Operations
Net budget effect is zero
- \$ 7,271 Transfer of appropriations to Technology Equipment from Operations for Park Operations
Net budget effect is zero

F \$ (12,729) Total increase (decrease) to Capital Equipment

576 LAND

- \$ 2,733,100 Increase of appropriations in Land Purchase and Land Acquisition Expense for the Marlin property
Appropriation increase will be covered by existing capital fund cash balance

G \$ 2,733,100 Total increase (decrease) to Land

\$ 3,550,371 TOTAL INCREASE (DECREASE) TO CAPITAL

\$ 3,595,149 GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT

**RESOLUTION/ORDINANCE AUTHORIZING PARTICIPATION
IN ODOT COOPERATIVE PURCHASING PROGRAM**

Meeting Date: April 25, 2024

WHEREAS, Cleveland Metroparks (hereinafter referred to as the “Political Subdivision”) hereby submits this written agreement to participate in the Ohio Department of Transportation’s (ODOT) annual winter road salt bid (018-25) in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT winter road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the winter road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT’s signing of the winter road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT winter road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision’s participation in the winter road salt contract; and
- d. The Political Subdivision’s electronic order of 1,000 tons for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract’s effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, May 3, 2024. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision’s participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well

as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision’s participation agreement and/or a Political Subdivision’s request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT winter road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT winter salt contract:

_____ (Authorized Signature) _____ Approval Date
Brian M. Zimmerman, Chief Executive Officer

_____ (Authorized Signature) _____ Approval Date
Dan T. Moore, President
Board of Park Commissioners

_____ (Authorized Signature) _____ Approval Date
Yvette M. Ittu, Vice President
Board of Park Commissioners

_____ (Authorized Signature) _____ Approval Date
Bruce G. Rinker, Vice President
Board of Park Commissioners

RESOLUTION NO. 24-04-044

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 payment of the following items, which may include Then and Now Certificates, are ratified by the Board of Park Commissioners. All expenditures have been reviewed and approved for payment by the Chief Financial Officer and Chief Executive Officer in accordance with the by-laws of the Board of Park Commissioners.

Wire Transfer dated March 15, 2024 in the amount of \$704,934.35

Printed Checks dated March 15, 2024 in the amount of \$596,951.25

Printed Checks dated March 22, 2024 in the amount of \$864,124.58

Direct Disbursement dated March 28, 2024 in the amount of \$4,032.00

Wire Transfer dated March 28, 2024 in the amount of \$660,888.79

Printed Checks dated March 28, 2024 in the amount of \$671,571.40

Printed Checks dated April 5, 2024 in the amount of \$2,777,541.33

Direct Disbursement dated April 12, 2024 in the amount of \$710,223.09

Printed Checks dated April 12, 2024 in the amount of \$4,519,324.55

Net Payroll dated February 11, 2024 to February 24, 2024 in the amount of \$1,506,254.83

Withholding Taxes in the amount of \$345,673.25

Net Payroll dated February 25, 2024 to March 9, 2024 in the amount of \$1,538,677.82

Withholding Taxes in the amount of \$354,653.29

Net Payroll dated March 10, 2024 to March 23,2024 in the amount of \$1,571,143.71

Withholding Taxes in the amount of \$361,847.64

Bank Fees/ADP Fees in the amount of \$48,200.97

Cigna Payments in the amount of \$466,383.52

ACH Debits (First Energy; Sales Tax) in the amount of \$138,614.57

JP Morgan Mastercard/Mastercard Travel Card dated March 1, 2024 to March 31, 2024 in the amount of \$680,820.68

Total amount: \$18,521,861.62

PASSED: April 25, 2024

Attest: _____

President of The Board of Park Commissioners

Chief Executive Officer

RECOMMENDED ACTION: That the Board of Park Commissioners approves **Resolution No. 24-04-044** listed above.