MEMORANDUM

To: Council Members and Department Directors
From: Mayor Anthony L. Togliatti
Date: July 7, 2017
Re: Administrative Update

FIREWORKS:

The weather on Monday night cooperated and made for a perfect evening at Elmwood Park followed by a fabulous fireworks show! Thousands of people packed the park early to find the perfect spot to throw their blanket down and to enjoy the variety of food that was being sold while waiting patiently for the fireworks show to begin.

My thanks to Fire Chief Rega, Police Chief Kilbane and members of their teams as well as to Tom Walchanowicz and his park crew for covering all the details to make for a fun, safe and orderly family evening!

The City of Independence is extremely fortunate to have such thoughtful employees who look at every detail when planning an event of this magnitude to ensure a wonderful and enjoyable time for all who attend.

A special thank you to the members of our Volunteers in Police Service organization (VIPS) for once again volunteering their time to assist us with traffic and helping to make a safe environment for everyone who attended. We sincerely appreciate all you do for our city!

HERITAGE PARK AND BRECKSVILLE ROAD STREETSCAPE RFQ RESPONSES:

Responses to the Request for Qualifications (RFQ) for the Heritage Park and Brecksville Road Streetscape projects were due on Friday, June 30. Six firms were provided the RFQ with four firms submitting a response by the deadline. Over the next week, a Selection Committee comprised of the City Engineer, Service Director, Economic Development Director, Recreation Director and City Planner will review and rank the responding firms’ proposals according to the selection criteria outlined in the RFQ. The firm(s) with the top ranking proposal(s) will be
invited to the July 25 Council Workshop to present their qualifications to Council. The goal is to approve a contract with the selected firm at the August 8 Council Meeting.

SAFETY TOWN:

The second and final session of Safety Town culminated with a graduation ceremony on Thursday, July 6th at Liberty Station. Ten (10) students enjoyed every moment of the two-week session and were very excited for the opportunity to impress their parents with what they had learned.

Congratulations to our new graduates and to all of the proud parents for recognizing the importance of enrolling their child in the City’s Safety Town program.

UPCOMING MEETINGS:

A Utilities Meeting is scheduled for Monday, July 10th at 4:30 pm in the Council Caucus Room to continue the discussion of Ordinance 2017-19 controlling post construction water quality runoff and Ordinance 2017-20 regarding the control of construction site soil erosion sediment and other wastes and storm water runoff.

Also, on the agenda will be a discussion of re-establishing a Tree Commission for the purpose of implementing best storm water management practices.

July’s Council Meeting is scheduled for next Tuesday, July 11th at 7:00 pm with Council Caucus to begin at 5:00 pm as an Executive Session is planned.

FOOD TRUCK FRIDAY:

The Independence Historical Society will be holding its second Food Truck Friday of the season on July 14th from 4:00-7:00 pm at Historic Hall. “Happy Hour Mocktails”, along with Slyman’s Food Truck and the Kona Ice Truck will be onsite for those who may want a bite to eat, and for those who are interested, free tours of the building and a chance to view its historic treasures will be available for all to enjoy!
If you have not had the opportunity or taken the time to browsers this museum in the past, now is the time, as you will certainly appreciate the many displays and artifacts within this historic building.

TIME TO SAY GOOD-BYE:

Unfortunately, today the Community Services Department said good-bye to Pete Kormos, Adult Programmer and jack of all trades at Community Services. We are sad to see Pete go as he is an outstanding employee and is extremely liked by all who have come to know him.

Pete is moving on to explore a different career path in which we are certain he will be successful. Pete will be missed immensely at the Civic Center but we are happy for him and wish him all the best in his new endeavor!

DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments for the week ending June 30, 2017.

The Building Department Reported:

- 1 Set of plans was sent to the Plans Examiner
- 3 Commercial Permits were issued
- 7 Commercial Inspections performed
- 1 Commercial inspection performed by Brecksville Building Dept.
- 9 Residential Permits was issued
- 36 Residential Inspections were performed
- 4 contractors were registered for 2017, 498 registrations year-to-date
- 0 new Residential Properties registered, 19 registrations year-to-date
- Plans were reviewed and approved for:
  - 7007 Linden Lane, Perry Homes for a 2,984 sq. ft. single family dwelling.
- Occupancy Permits were issued for:
  - 7376 Tanglewood Drive, for a 2,528 sq. ft. single family dwelling
  - 7054 Twin Creeks Court, for a 3,258 sq. ft. single family dwelling
- One (1) sign was removed from the Right-of-Way

Property Maintenance Inspections:
- 291 houses inspected
- 4 houses with violations
- Streets inspected:
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- Treelawn
- Oakhurst Circle
- Cascade Creek Lane
- Dalebrook Road
- Dalepoint Road
- Valley Vista Road
- Montello Road
- Dania Drive
- Brookside Road (Brecksville to Riverview)
- Bramley Drive
- Brecksville Road (Brookside to Cascade Creek)

The Engineering Department Reported:

- One Permit was issued to repair a waterline at 8223 Montello Road.
- A cursory review was performed in response to a submittal by Iron Claw Engineering for Everstream for a new installation on Patriots Way, across Oak Tree Blvd., North and other private properties into Seven Hills. Comments were provided to the applicant.
- Sanitary sewer inspections were performed at 7022 Hawthorn Trace, subplot 139 and 7105 Hawthorn Trace, subplot 148 and both were found to be compliant.
- Engineering contacted Wartco Construction, sub-contractor for Dominion, regarding a gas main project at Hillside and Hawthorn Trace where the road was excavated and restoration is now needed. Restoration of the road was scheduled to be completed this week.
- Terrace Construction was contacted to restore a portion of the roadway at 6459 Brecksville Road as a result of a project to repair a conduit. The work has recently been completed.
- Engineering inspected road pavement repairs performed at the Chestnut Creek entrance and Chestnut Road where the road was excavated due to a new gas main installation. The work was scheduled to be completed this week.
- Bid documents for the Great Oaks Parkway Concrete Pavement Replacement project were distributed to six (6) plan holders last week and the bid opening was scheduled for today.
- The Rockside Woods Blvd., North Sanitary Sewer Extension and Replacement Project reached another milestone with the completion of the sewers connection with the Cuyahoga Valley Interceptor.
- Engineering received two (2) new site plans for homes on Hawthorn Trace, sublots 163 and 164.
- Members of the Engineering Department attended a NOACA Wastewater Designated Management Agency Meeting, to learn more about Sustainable Development Concepts, Land Development and Environmental Protection and receiving an appraisal of the New 208 Plan Update.
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- OUPS Tickets were reviewed and contractors were contacted for any scheduled work without a permit.
  - Inspections were made at job sites where contractors did not respond and obtain permits.

The Fire Department Reported-

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<tr>
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<th>Week</th>
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<tr>
<td>EMS Incidents</td>
<td>24</td>
<td>722</td>
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<tr>
<td>Fire Incidents</td>
<td>14</td>
<td>292</td>
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<td>Mutual Aid:</td>
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<td>Engine Responses</td>
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<td>9</td>
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<td>Squad Responses</td>
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The Police Department Reported-

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<tr>
<th>Misdemeanor Arrests</th>
<th>Felony Arrests</th>
<th>Traffic Citations</th>
<th>OVI Arrests</th>
<th>Accident Reports</th>
<th>Calls for Service</th>
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<tr>
<td>8</td>
<td>2</td>
<td>88</td>
<td>1</td>
<td>19</td>
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The Service Department Reported-

- The Department helped prepare for the July 4th celebration which involved the re-grading of the north lot for the fireworks and the set-up of six (6) booths near the park Press Box.
- Two (2) 20' X 40' tents were installed this week.
- Two (2) 20" X 40" tents were broken down and removed.
- One (1) full burial at Maple Shade Cemetery took place this week.
- Friday Special Pick-Ups: 51
  - Trash: 0
  - Metals: 22
  - HHW: 29
- 6 Toter loaner cans delivered
- 2 Toter loaner cans picked up
- 10-Yard waste Toters were sold this week 117 total for this year; 166 since the inception of the program
- 5 loaner Toters delivered
- 2 new Mailbox installed
- Chipper out 4 days
- Crack Sealing Crew out 2 days
- Watering Truck out 4 days this week
- Weed control out 4 days this week
- General Shop Cleaning
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- Replaced 4 tree lawn trees throughout the City
- Washed Trucks
- Planted grass in front of fence line at City Hall
- Cleaned around Historic Hall for Food Truck Friday
- 28 Work Orders created
- 27 Work Orders completed
- The side-load packer #66 experienced another hydraulic leak which has been repaired.

Have a safe and restful weekend!