MEMORANDUM

To: Council Members and Department Directors

From: Mayor Anthony L. Togliatti

Date: October 21, 2016

Re: Administrative Update

CUYAHOGA COUNTY DEPARTMENT OF DEVELOPMENT GRANT:

Earlier this year, the City submitted a grant application to Cuyahoga County through its Brownfield Redevelopment Fund Community Assessment Initiative to fund Phase II Environmental Site Assessments for three municipally owned properties in downtown Independence. The three properties identified in the grant application include 6566 Brecksville Road, former Gulf Service Station, 6576 Brecksville Road, former C&B Garage and 6565 Brecksville Road, former Independence Middle School. During the Phase II, soil and ground water from these properties will be tested for evidence of petroleum contamination.

We recently received word and are happy to report the Cuyahoga County Board of Control approved a contract for $41,451.25 with the Mannik and Smith Group to conduct the Phase II assessments of the City’s three downtown properties identified in the grant application. After the Phase II assessments are complete, the City will have the necessary information to develop a plan to remediate any petroleum contamination on these properties. The environmental remediation of these properties is the critical first step of any downtown redevelopment activities.

25 & ALIVE:

I am happy to report another successful 25 & Alive event that was made possible by the outstanding collaboration efforts of our community. Darrell Scott, founder of Rachel’s Challenge and father of Rachel Joy Scott, the first student killed in the Columbine shooting, personally conducted daytime assemblies for our High School, Middle School and St. Michael School students and staff. Before returning that evening to speak to parents and the community, approximately 100 student leaders attended a workshop and learned how to continue his life-changing message throughout the year.
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Mr. Scott showed powerful footage of the Columbine shooting and told how the six diaries found after Rachel’s death have become the basis of the Rachel’s Challenge program. It was Rachel’s dream to touch millions of people’s hearts, and her father has made that dream come true by challenging others to use simple, intentional acts of kindness as a way to start a Chain Reaction in their own communities.

I would like to take this opportunity to thank everyone involved for their efforts in planning the Rachel’s Challenge Program, and to the following organizations for their financial support: Independence Middle & High School Principals and PTOs, Key Club, STAND, St. Michael School, Independence High School Alumni Association, Independence Education Foundation, Kiwanis Club, I-CAN, and all the parents who donated through the 25 & Alive Parent Pledge this year. Everyone working together made this extraordinary program possible!

DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments for the week ending October 14, 2016.

Building Department Reported-

- 2 Commercial Permits were issued
- 14 Commercial Inspections performed
- 3 Residential Permits were issued
- 17 Residential Inspections performed
- 3 contractors were registered, 575 registrations year-to-date
- 190 homes were inspected for Property Maintenance
- 4 homes were found to have violations
- Occupancy Permits were issued to:
  - 4401 Rockside Road, Liberty Home Mortgage #310—5,458 sq. ft. for a tenant build-out
  - 5005 Rockside Road, Burns & Wilcox Ltd. #330 – 3,354 sq. ft. for a tenant build-out
  - 6060 Rockside Woods Blvd., Qualified Pension Consultants – 1,881, sq. ft. for a tenant build-out

The Engineering Department Reported-

- They worked in cooperation with Fire Chief Rega to complete a “new action project” for the for the Cuyahoga County 2016 Hazard Mitigation Plan Update.
- Provided the Independence Police Department a sketch diagram of the Municipal Boundaries, per ODOT, surrounding the Brecksville Road / Granger Road intersection.
- Right-of-way inspections were done at Patriots Way and Rockside Road.
• Engineering met with a representative of the Northeast Ohio Areawide Coordinating Agency (NOACA) to discuss the 208 Water Quality Management Plan.
• Engineering and IT met with representatives of CT Consultants, regarding the Engineering Departments GIS mapping and capabilities.
• A progress meeting was held for the Rockside Road Widening and I-77 Southbound Entrance Ramp Widening Improvements.
  o Major activities and progress were discussed along with utility issues, submittal status, quality control/quality assurance and other matters.
• Work continues on the Rockside Place Streetscape project:
  o The balance of the concrete road and sidewalk pavements were installed.
  o The stairs and driveway at Bone Fish were poured.
  o The placement of the brick paver crosswalks, block walls, erection of the light poles and possibly the street plantings began this week.
• Phase 4 work began this week on the Beechwood, Hickory Nut and Maple Leaf Lane Concrete Road Improvements Project.
• Work continues in conjunction with Chestnut Woods Section 3, Phase 4, as planned improvements have commenced at the new entrance from Hillside Road.
  o Concrete road pavement is scheduled to be paved before the end of the month

The Fire Department Reported-

• Regarding the AFG Award in the amount of $220,121, which we received to complete two projects that total $231,127, the remaining balance of 5% or $11,006 was supposed to be paid by the City of Independence in accordance with the requirements of the grant. However, the County offers an AFG Match Program and they will now be reimbursing the City for this remaining 5%.

<table>
<thead>
<tr>
<th>Week</th>
<th>YTD</th>
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<tbody>
<tr>
<td>EMS Incidents</td>
<td>21</td>
</tr>
<tr>
<td>Fire Incidents</td>
<td>12</td>
</tr>
</tbody>
</table>

• Mutual Aid:
  o Engine Responses | 13 |
  o Squad Responses | 32 |

The Police Department Reported-

<table>
<thead>
<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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</thead>
<tbody>
<tr>
<td>11</td>
<td>1</td>
<td>56</td>
<td>2</td>
<td>9</td>
<td>313</td>
</tr>
</tbody>
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The Community Services Department Reported-

• Front Desk Statistics for October 6 through October 12:
  o Incoming Calls – 361
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- Outgoing Calls – 179
- Face to Face Customer Service - 130
- Transported - 29 residents
- Tot Room – 49 Preschoolers – Revenue $49
- Before School Program – 24 Students – Revenue $595
- Resident Snow Removal Program – 324 Residents and 2 FT employees $8000
- Program/Trip Revenue - $4,906 ($1490 Snow Removal Revenue)
- Departmental/Program Attendance - 526
- Private Rental Attendance – 405

- Community Resource Coordinator-
  - In the process of reviewing Snow Plow Applications.
  - Assisted with transportation requests, calls regarding NOPEC, Lifeline and Medicare.

- Youth Programs –
  - Campus Connection 21 Students registered the week ending 10-14-2016
  - Preschool Programs
    - Time for Us Mondays – 18 Children
    - Time for Us Tuesdays – 16 Children
    - Funtastic Friday – 22 Children
    - Mad Scientist – 20 Children
    - Cool Cooking – Monster Chef – 20 Children
    - Creepy Cottages – 29 Children

The Recreation Department Reported-

- On Saturday, October 8, the Field House hosted the SMAC Basketball League bringing in $1600 in rental fees.
- The Staff has been working on installing a larger concrete pad by the Bocce Ball Courts to accommodate a new combination bench/storage container.
- Due to a bad bearing, Technical Services installed a new filter pump on the Activity Pool.
- The last in-house basketball league took place last Sunday, October 16, at the Field House with 35 teams participating this year.
- The Field House is open on select days with limited hours until we get enough demand to warrant opening it full-time.
- Total Revenue brought in by the Recreation Department in September of 2016 totaled $25,408.90 versus $24,232.10 which was collected in September of 2015.

The Technical Services Department Reported-

- They installed two new pumps—one in the pump room at the indoor pool and one circulating pump in the boiler at the old Rec Building.
• Two waterproofing companies came to City Hall this week to quote the waterproofing project.

The Service Department Reported:

• Friday Special Pick-Ups: 62
  o Trash: 0
  o Metals: 24
  o HHW: 38
• Sweeper out 1 day this week
• 1 Mailbox Repair
• Chipper out 4 days
• General Shop Cleaning
• 17 Work Orders created
• 20 Work Orders completed
• Before leaf season begins, crews have been busy doing some final patching to roadways.
• Performing sidewalk repairs, removing broken slabs and pouring new concrete.

Enjoy the Weekend!