TO: Council Members
   City Directors
FROM: Mayor Anthony L. Togliatti
DATE: July 12, 2019
RE: Administrative Update

JULY COUNCIL MEETING RESULTS:

The Legislative Agenda for the July 9th Council Meeting held this past Tuesday contained fifteen (15) pieces of legislation.

Two (2) Ordinances appeared on Second Reading and one of those Ordinances was Enacted unanimously (7-0). Action on the remaining Ordinance was as follows:

Ordinance 2019-76 authorizing the City to enter into an agreement with Youth For Christ to coordinate and direct the Campus Life Program was Adopted (6-1; Veverka-No).

Thirteen (13) Ordinances appeared on First Reading of which eight (8) were Adopted (7-0).

Action on the remaining five (5) Ordinances was as follows:

Ordinance 2019-87 authorizing the renewal of the agreement with CBIZ Insurance Services, Inc. for professional insurance broker services for the purchase of property, inland marine, crime and automobile insurance for the City was left on First Reading.

Ordinance 2019-88 authorizing the retention of Travelers Property Casualty Company of America for insurance underwriting services for the purchase of property, automobile, inland marine/equipment, and crime/cyber insurance 2019-2020 was left on First Reading.

Ordinance 2019-90 authorizing funding for road and right-of-way repairs necessitated by numerous water main breaks, leaks, and/or water valve and/or hydrant repairs 2019 was left on First Reading.
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**Ordinance 2019-93** to provide for the issuance of Notes of the City of Independence, Ohio in the principal amount not to exceed $3,650,000 in anticipation of the issuance of Bonds for the Rockside Woods Boulevard North Extension and declaring an emergency was left on **First Reading**.

**Ordinance 2019-94** to provide for the issuance of Notes of the City of Independence, Ohio in the principal amount not to exceed $10,475,000 in anticipation of the issuance of Bonds for various purposes and declaring an emergency was left on **First Reading**.

A special **thank you** to **Reverend Joy Parker, Pastor** of the **Independence United Methodist Church** for joining us and for providing the opening prayer before our Council Meeting.

**DRUG FREE SAFETY TRAINING:**

A Drug Free Safety Training Course was offered to the leadership staff and employees of the City of Independence at specific times Tuesday through Thursday this past week. The training was conducted by President and CEO of Moore Counseling and Mediation Services, Dr. Martina Moore.

This training was extremely beneficial to all who were able to attend as it took a holistic approach to workplace safety involving an innovative program that integrates drug-free education designed to establish safer, healthier and more cost-effective workplaces. On an annual basis the City provides refresher training on the following topics:

- The disease of addiction
- Commonly abused drugs
- Signs and symptoms of abuse
- Drug testing policy
- How to support people, both on and off the job
- How the Employee Assistance Program can help

**Thank you** to Human Resources Director Letitia Linker for organizing the training and to Dr. Moore for providing us the knowledge and the tools to deal with situations that unfortunately, are becoming far too common in many workplaces in the world today.

**CUYAHOGA COUNTY MAYOR AND MANAGERS DISCUSS LACK OF QUALIFIED FINANCE DIRECTORS IN THE REGION:**

Cuyahoga County Mayors and Managers met Thursday at the Civic Center with representatives from both the State of Ohio Auditors and Treasurers Office to discuss the regions lack of
qualified Finance Directors. The diminishing pool of qualified Finance Directors in Northeast Ohio has been an ongoing issue that local mayors are trying to address. Thursday’s discussion included a brainstorming session with State-level officials about possible training programs that could be offered to create a pipeline of individuals qualified to act in the capacity of a Finance Director. Due to the lack of qualified individuals, many local municipalities have resorted to utilizing private consulting firms to fill the Finance Director position. Other municipalities have started the practice of sharing Finance Directors, with some Finance Directors serving two or even three communities.

ROAD CONSTRUCTION:

The following two projects will be underway as of today to install MCI Conduit and Fiber Optic utility:

**Brecksville Road** – The work is being performed on the northbound-side of Brecksville Road at a location just north of the E. Pleasant Valley Road intersection.

Overnight work will begin this Friday evening beginning at 6:00 pm, and will continue through the weekend to excavate a trench across the northbound lanes of pavement, to install conduit, and then to restore the trench and pavement.

A minimum of one (1) lane of traffic will be maintained in each northbound and southbound direction at all times throughout the entire weekend utilizing the southbound lanes. Minor delays can be expected and motorists should travel with caution through the work zone.

All lanes of traffic should be fully-restored and open sometime mid-day on Sunday, July 14th.

**Selig Drive (North Side)** – The work zone will be from the east side of the Fire Department driveway, west to the T-Ball Field drive and is expected to take approximately four (4) weeks, weather permitting.

The work will involve excavating a narrow and shallow trench located a few feet north of the parallel to the existing sidewalk along the north side of the street. All road pavements and driveways along this route will be horizontally-directionally drilled in order to minimize traffic impacts.

Two-way traffic will be maintained at all times, however, lane restrictions may be necessary. In those instances, a minimum of one (1) lane of traffic will be maintained in the eastbound and westbound directions at all times throughout the duration of the project utilizing the south (eastbound) lane of Selig Drive.

Minor delays can be expected and motorists should travel with caution through the work zone.

If you have any questions regarding either of the above projects, please contact the Engineering Department at 216.524.1374. As always, thank you for your understanding and patience as we
complete these important projects.

**FOOD TRUCK FRIDAYS:**

Another Food Truck Friday will be held this evening at the Independence Historical Society (Friday, July 12th from 4:00 to 7:00 pm). Tonight the organization is hosting “DiLauro's Pizzeria”….specializing in the techniques of traditional century old methods, their pizzas are cooked in a 900 degree wood-fired oven, and finished in under two minutes. Their custom built trailer and imported wood fueled oven will add an incredible atmosphere to the event serving pizza the way it should be, straight out of the oven.

So make sure to stop by for a delicious bite to eat and tour our treasured museum!

**UPCOMING MEETINGS/EVENTS:**

- **A Resident Meeting** is scheduled for **Tuesday, July 16th at 6:30 pm** for anyone who will be impacted by the upcoming construction project planned for Brettin Drive. The meeting will be held in **Council Chambers at City Hall**. If you are unable to attend this meeting, please feel free to call our Engineering Department at 216.524.1374 for additional information, or email any questions or concerns to engineering@independenceohio.org.

- **A Utilities Meeting** has been scheduled for **Tuesday, July 30th at 3:00 pm in the Council Caucus Room at City Hall**.

- **A Council Workshop** will also take place on **Tuesday, July 30th at 4:30 pm** following the Utilities Meeting and will also be held in the **Council Caucus Room at City Hall**.

- **Indy Tees-Up 103rd Home Days** on Public Square, **Friday, August 2nd from 6:00 to 11:00 pm**, and **Saturday, August 3rd 1:00 to 11:00 pm**. Enjoy the **Home Days Parade** on **Saturday at Noon**!

- **The Hemlock Trail Ribbon Cutting Celebration** is being planned for **Saturday, September 14th at 10:00 am**. More information will be forthcoming regarding this event to celebrate this new beautiful attraction to the City of Independence.
DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments:

The Police Department Reported- (Week ending July 5)

<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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<td>1</td>
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OPERATION HOME RUN:

In conjunction with the Ohio Attorney General’s Office and the Human Trafficking Task Force, a prostitution enforcement detail was conducted at an Independence hotel during Major League Baseball’s All-Star week. 21-arrests were made for males soliciting prostitution and they were cited into Garfield Municipal Court.

Attorney General Dave Yost came to Independence on Monday to observe the operation and he was impressed with the professionalism and organization of our officers. At his press conference announcing the results of the county-wide operation, he singled out Independence for our department’s outstanding efforts and results. Patrolmen Shane Bates and Jim Martin helped to organize and conduct the detail with investigative support from Detectives Mike Murphy and Rich Paine. A special thanks to I.T. Director Kyle Collins for creating customized digital forms that greatly reduced the officer’s paperwork load for the large volume of arrests.

This operation was an outstanding example of the great work our officers do to make Independence one of the safest cities in Ohio.

On behalf of the residents of Independence, I would like to extend my gratitude to all the I.P.D. personnel who were involved in this operation for their excellent skills and extreme professionalism which made this such a successful detail! We are proud of each and every one of you! ~ Anthony

The Community Services Department Reported- (Week ending July 5)

General:

- 6/27 Summer Concert: Community Band – Approx. 150 attended
- Staff worked on Home Days booth layout, the parade, and Kidz Zone.
- Staff worked on items for the Home Beautification award and assembled 6 welcome wagon bags.
- Marketing materials were created for the Fire Department, Family Campout in the Park, Liberty Playground, and Home Days.
Adult:

- The transportation services roster was updated.
- 7/5/19: 55+ Lunch. Village at Marymount sponsored Name That Tune after lunch. 81 attended.

Youth:

- Fieldtrips included Great Lakes Science Center and Fun ‘n’ Stuff.
- Teen/Tween camp held their annual duct tape boat races; a staff member from McKeon Education Group attended the event.
- Summer Playground: Children enjoyed the Jungle Terry Show.
- Community Resource Coordinator, Jenny Flynn has accepted a full-time position with Medical Mutual and today is her last day.

We are grateful to Jenny for leaving her mark on the Civic Center and for all she has done for the Independence Community! Best wishes for a wonderful future with Medical Mutual! ~Anthony

The Recreation Department Reported- (Week ending July 5)

- Saturday, June 29:
  - Last day of Kick Start T-Ball Program. We served children ice cream after the game and then they had the opportunity to view a prospective 2-5 year old
playground layout and make comments and suggestions. Over 60 children participated in this 4-week program.
  - All tables were booked in both pavilions.
- Sunday, June 30:
  - All tables were booked in both pavilions.
  - Part-time staff in for field grooming for scheduled travel games.
- Monday, July 1:
  - Set up stands for the food vendors for the July 3\textsuperscript{rd} event.
  - Assisted the Technical Services Department in the removal of the old base of the Community Sign in front of Old Town Hall.
  - A power outage occurred in the afternoon which necessitated closing the outdoor pool for 2 hours as the filter pumps were not operational.
- Tuesday, July 2:
  - Met with the City Planner to obtain pricing for drawing up site plans for Phase II of the Liberty Playground.
  - Staff preparing for the July 3\textsuperscript{rd} event.
- Wednesday, July 3:
  - Preparing the park for the fireworks event this evening, setting vendors up and assisting with the MWR area and sound system prep.
Table and Chair deliveries for the weekend: 65 tables and 375 chairs going to 12 resident homes for holiday parties.

July 3rd revenue: concession stand sold over $3800 worth of ice cream, popcorn, pretzels, and funnel cakes. The ICAN! Group sold almost $1500 worth of grilled food and all this revenue was made in 3 hours (7:00 to 10:00 pm)!

- Thursday, July 4:
  - Civic Center closed for the July 4th holiday. The outdoor pool was open regular hours.
  - Some part-time staff were in for park campus clean-up.

- Friday, July 5:
  - Most full-time staff using vacation time. Part-time staff in continuing the clean-up from the July 3rd event.

- General:
  - The Summer Session 2 Swim Lessons began with 140 children enrolled. Including Summer Playground participants.

The IT Department Reported- (Week ending July 5)

- The IT Department closed 18 helpdesk tickets and handled 35 calls this week.
- In addition to helpdesk, weekly project highlights included:
  - Readied the rack for new servers, including re-routing fiber, creating space by shifting current components around, installing server rails, installing new UPS power module, etc.
  - Mural security cameras procured, and in process of installing them.
  - Setting up new Court laptop.
  - Network resources rebooted due to power outage at Civic Center.
  - Upgrade of Mitel phone firmware to coincide with last week’s phone system upgrade.
  - Police MDT system issue resolved.
  - New Sundance version pushed out to all Police users.
  - Multiple vendor meetings regarding new Building Department software.
  - The Community Services monthly call log was generated.
  - Digital ticket form and records solution created for the Human Trafficking Task Force detail.

Have an enjoyable weekend!