MEMORANDUM

To: Council Members and Department Directors

From: Mayor Anthony L. Togliatti

Date: July 21, 2017

Re: Administrative Update

HERITAGE PARK/BRECKSVILLE ROAD STREETSCAPE PROJECT:

A meeting was held this past Tuesday to discuss the four submittals received by the City for consultant work for the Heritage Park and Brecksville Road Streetscape projects. The Selection Committee comprised of City Engineer Ramm, Service Director Karas, Economic Development Director Rowan, Recreation Director Walchanowicz and City Planner Markley reviewed the four proposals and ranked them according to the selection criteria outlined in the RFQ.

The top ranked firm has been invited to attend a Council Workshop scheduled for next Tuesday, July 25th at 4:30 pm, in the Council Caucus Room at City Hall. At this meeting the consultant firm will be expected to present their qualifications and project approach for the proposed projects to City Council. The goal being to have legislation placed on the Agenda for the August Council Meeting.

GREAT OAKS PARKWAY KICK-OFF MEETING:

A meeting was held Thursday evening, July 20th, in Council Chambers to prepare the 35 residents who are located in the actual construction zone and will be directly impacted by the Concrete Pavement Replacement Project which will soon be commencing on their street. The meeting was initiated by the Engineering Department to go over the parameters of the upcoming project so that residents are well-informed as to what they can expect during the course of the construction.

However, all residents residing in the Great Oaks Development will receive a letter with information about the project which is scheduled to commence this coming Monday, July 24th.
If you were notified of the meeting but were unable to attend, please feel free to contact the Engineering Department (216.524.1374) or email any questions or concerns you may have to rammdo@independenceohio.org.

UPCOMING MEETINGS:

- A **Public Lands & Building Committee** meeting is scheduled for next Tuesday, July 25th at 4:00 pm in the Council Caucus Room to discuss the Shade Sails located at the City’s Ball Diamonds, in addition to any other matters that may come before the Committee.

- A **Council Workshop** is scheduled for 4:30 pm, immediately following the Public Lands & Building meeting in the Council Caucus Room to discuss the following agenda items:
  - Fahlgren Mortine Marketing Program
  - Heritage Park and Brecksville Streetscape Committee Recommendation
  - Stone Road
  - Five-Year Capital Plan
  - Any Other Matters That May Come Before Council

DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments for the week ending July 14, 2017.

The Building Department Reported:

- 1 Set of plans was sent to the Plans Examiner
- 3 Commercial Permits were issued
- 4 Commercial Inspections performed
- 8 Residential Permits were issued
- 28 Residential Inspections performed
- 6 contractors were registered for 2017, 508 registrations year-to-date
- 0 new Residential Properties registered, 19 registrations year-to-date
- Eight (8) signs were removed from the Right-of-Way
- Property Maintenance Inspections:
  - 213 Houses Inspected
  - 0 Houses with Violations
  - Streets Inspected:
    - Waldorf Place
    - Lafayette Boulevard
    - Latonia Road
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- Daisy Boulevard
- Laurel Road
- Aster Drive
- E. Ash Road
- Daisy Avenue
- Tulip Trail
- Victoria Circle
- Brecksville Road (Rockside to Selig)
- Buskirk Boulevard
- Tanglewood Drive
- Evergreen Drive
- Anderson Avenue

The Engineering Department Reported-

- Water Main Break
  - 5000 Hillside – Engineering contacted Cleveland Water and a job order was created.
- The following Permits were issued:
  - One (1) Change of Grade Permit was issued for an in-ground pool at 7003 Linden Lane.
  - One (1) Miscellaneous Residential Permit was issued at 7406 Cherry Street for a driveway widening.
- A Preconstruction Meeting was held with Chagrin Valley Paving who was awarded the 2017 Asphalt Road Maintenance and Repairs contract.
- A meeting was conducted with Catts Construction to coordinate the schedule, sequence of construction, and maintenance of traffic details for the Great Oaks Parkway Concrete Pavement Replacement Project.
- Two (2) new site plans were received and under review for homes on Hawthorn Trace at Sublots 152 and 162.
- A sanitary and Storm Sewer Inspection was performed and found to be compliant at 7081 Hawthorn Trace, Sublot 149.
- Bid Documents were prepared for the 2017 Concrete Road Maintenance and Repairs Contract.
  - Bid Advertisement Dates are, Thursday, July 20th and Thursday, July 27th.
  - A tentative Bid Opening is scheduled for Friday, August 4th.
- Engineering is coordinating with traffic engineers from TRC on the design plans for the new traffic signal for the Midland and E. Pleasant Valley intersection.
- 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.
City Engineer reviewed four (4) consultant proposals for the design of Heritage Park and Brecksville Road Streetscape.

The Department prepared two (2) PPN maps for the Finance Department’s TIF requirements.
- Vista Springs
- Hawthorn Trace

The Fire Department Reported-

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<th>Week</th>
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<tr>
<td>EMS Incidents</td>
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<tr>
<td>Fire Incidents</td>
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<td>Squad Responses</td>
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The Police Department Reported-

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<th>Felony Arrests</th>
<th>Traffic Citations</th>
<th>OVI Arrests</th>
<th>Accident Reports</th>
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<td>82</td>
<td>1</td>
<td>11</td>
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The Recreation Department Reported-

The *Star Autism Camp* began on Monday, July 10th at the Elmwood Recreation Building. The camp has over 200 participants and ranges in age from 3-22!
• Sweeney Soccer Camp began Monday, July 10th and ran through the end of that week at the Shared Use Soccer Fields.

• A meeting was conducted regarding the Field House Fall Travel Basketball League to discuss dates/times, increasing team participation by attracting more Independence based travel teams, increasing the number of 3rd grade teams, concessions, and marketing ideas.

• A meeting was held with the Independence School System Service Manager and two asphalt companies to go over the details and scope of work for the Field House Drop-off project. Plans are to solicit three bids for the project.

• They are working with Purchasing on writing specifications for the tile project in the Civic Center Locker Rooms.

• Staff set up for the Thursday evening concert at the Civic Center due to the threatening weather.

• The Emerald Necklace Softball Tournament commenced on Thursday, July 13th at the City Ball Fields.

• All of the carpets were cleaned in the Civic Center Oak Rooms.

Stay Cool and Enjoy your Weekend!