MEMORANDUM

To: Council Members and Department Directors

From: Mayor Anthony L. Togliatti

Date: December 15, 2017

Re: Administrative Update

DECEMBER COUNCIL RESULTS:

The Legislative Agenda for the December 2017 Council Meeting held this past Tuesday contained 28 pieces of legislation.

Five (5) Ordinances appeared on Second Reading and four (4) were unanimously Adopted (7-0). Ordinance 2017-114 to enact a new Chapter 1383 of the Codified Ordinances of the City of Independence to provide regulations for protected Hillside Zone Areas was Adopted (6-1; Asseff-No)

Twenty-two (22) Ordinances and one (1) Resolution were introduced on First Reading, of which fifteen (15) Ordinances were enacted (7-0).

Action on the remaining Ordinances and one (1) Resolution was as follows:

➢ Ordinance 2017-152 authorizing Change Order No. 1 to the S&ME, Inc. Construction Engineering Services Agreement for the Rockside Road and I-77 Southbound Entrance Ramp Widening Project was Enacted (6-1; Trakas-No).

➢ Ordinance 2017-153 accepting the proposal of E.L. Robinson Engineering for professional engineering design services in connection with Brecksville Road Improvements was left on First Reading.

➢ Ordinance 2017-156 authorizing the Mayor to enter into a new member participation agreement with the Chagrin Valley Dispatch Council for the dispatching of Public Safety Services was left on First Reading.
Ordinance 2017-157 authorizing the Mayor to enter into an agreement for the establishment of the Cuyahoga Valley Council of Governments was left on First Reading.

Ordinance 2017-163 approving the Final Plat for Chestnut Woods Subdivision, Phase 5, for the development of thirty-four (34) residential single-family lots was left on First Reading.

Ordinance 2017-164 granting a U-3 Special Use Permit to Cleveland School of Cannabis for an educational use at 5755 Granger Road was Adopted (5-2; Asseff, Narduzzi-No).

Resolution 2017-4 commending and expressing appreciation to Robert Wagner for his distinguished service as a Council Member of the City of Independence was Adopted (6-0-1; Wagner-Abstain).

A special thank you to Pastor Robin Craig of the Independence Presbyterian Church for joining us and for providing the opening prayer before our Council Meeting.

INDEPENDENCE FIREFIGHTERS FOOD DRIVE:

The Independence Firefighters Local 2375 and the Independence Firefighters Association sponsored their second annual “Stuff the Ambulance!” on Saturday, November 18th from noon to 4:00 pm at the Independence Discount Drug Mart in the parking lot.

During that four-hour period, the Indy Firefighters collected over 1,000 pounds of food which was given to the South Hills Lend-A-Hand Pantry to be handed out to needy families in the Broadview Heights, Independence and Seven Hills areas. With the food and other donations that our firefighters collected, Lend-A-Hand was able to serve 82 families including 267 adults, seniors and children the Saturday prior to Thanksgiving!

Congratulations to all of our special firefighters who were involved in organizing this very successful event this year! May the kindness and compassion you have shown for those less fortunate come back to you tenfold!

(Firefighters pictured at right: JJ Lecznar, Dave Javor, Rollin Pachinger and Austin Dapsis.)
COMMERCIAL AND RESIDENTIAL DEVELOPMENT IN 2017:

Attracting new businesses, retaining current businesses and being a desirable City which draws new residents, are some factors we look at to determine our City’s success and if we are moving in the right direction to keep our status as a premier city in Northeast Ohio.

This year a total of 33 businesses performed some type of renovation or build-out construction to better suit the needs of their business. Some of those businesses are new to Independence while others have chosen to remain in our community for a variety of reasons instead of looking outside the City for another location. Not only does this have a positive impact on the City’s revenue, these 33 businesses have invested millions of dollars into a number of buildings throughout the City. This significant investment speaks favorably of the City’s economic development efforts to attract new businesses while also being responsive to our current businesses so they remain in Independence and invest in Independence.

Twenty-nine (29) new upscale single-family homes have also been built or are currently under construction in the City. These few statistics in addition to the City’s Income Tax Collections totaling over $30.7 Million in 2017 are all great indications that Independence remains a strong, stable and desirable community.

Thank you to our elected officials and members of the City Administration for all your contributions and hard work which resulted in such a productive and prosperous 2017!

REMEMBRANCE CEREMONY:

On Wednesday evening December 13th, the City of Independence held its annual Remembrance Celebration. This is the 16th year the City has commemorated and celebrated the lives of loved ones who have passed away.

The holiday season is often a difficult time for people who have lost loved ones, but it is a wonderful time to remember the time you had together and what your loved one meant to you.

The ceremony was opened by Reverend Lorrin Radzik from Independence United Methodist Church with a prayer. I was honored to then have the opportunity to provide a few words of comfort and harpist Virginia Dickson added a beautiful touch by performing “On Eagles Wings”, “Ave Maria”, and “Silent Night”. During the main
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part of the program, the names of those to be remembered were read aloud and residents came forward to put their special angel ornaments on the Remembrance Tree. The evening ended with refreshments and fellowship.

I want to thank Community Services Director Marilyn Senick and her team for organizing this wonderful holiday event which acknowledges those who may have passed on but are not forgotten.

PROPERTY APPRAISALS:

The City has recently been notified by the Cuyahoga County Fiscal Department that in accordance with the Ohio Revised Code all properties within the County must be reappraised every six (6) years.

Cuyahoga County is scheduled for their Sexennial Reappraisal beginning January 1, 2018. That said, I wanted to make you aware that to complete this task, County personnel must drive all the streets within the County prior to September 2018. All County staff and contractors will have identification with photos while working in the field.

Thank you for your cooperation as the County completes their reappraisal process.

EMPLOYEE BENEFIT OPEN ENROLLMENT:

The Open Enrollment deadline for City employees to choose their Healthcare Plan for 2018 is Friday December 22nd.

If an employee does not make a change to his/her plan they will NOT receive a new card and should continue using their current card. However, should an employee decide to change healthcare plans, they will receive a new card in the mail.

The City’s provider for its Dental and Vision plan will also remain the same for next year. Should you have any questions regarding the City’s Healthcare plans, please call HR Director Lisa Zamiska.

FOCUS ON YOUR FAMILY:

The City of Independence and 25 & Alive have kicked off a year-long program called "Focus on Your Family" Challenge using a family activity calendar to generate ideas to increase quality family time. Follow the program on Instagram and use #indyfamilyfocus to post pictures of the activities that have brought you and your family closer together.
December’s challenge is to Start a Family Tradition! Let’s fill up #Indyfamilyfocus with lots of stories and pictures!!

UPCOMING MEETINGS:

A Streets and Sidewalks Committee Meeting is scheduled for Tuesday, December 19th at 4:00 pm in the Council Caucus Room.

A Community Services Committee Meeting is also scheduled for Tuesday, December 19th at 5:00 pm in the Council Caucus Room.

A Council Workshop which will be held in Executive Session is planned for Wednesday, December 20th in the Council Caucus Room at City Hall.

DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments for the week ending December 8, 2017.

The Building Department Reported-

- 0 Sets of plans were sent to the Plans Examiner
- 2 Commercial Permits were issued
- 3 Commercial Inspections were performed
- 2 Commercial Inspections performed by Brecksville (building, electric)
- 5 Residential Permits were issued
- 33 Residential Inspections were performed
- 3 Residential Inspections were performed for Brecksville (Plumbing)
- 2 contractors were registered for 2017, 622 registrations year-to-date
- 6 contractors were registered for 2018, 6 registrations year-to-date
- Plans were approved for 6100 West Creek, CCF Sleep Lab support for a 2,770 sq. ft. tenant alteration.
- 25 signs were removed from the Right-of-Way
- Occupancy Permits were issued for the following:
  - 7081 Hawthorn Trace, Pulte Homes for a 3,277 sq. ft. single family dwelling.
  - 8815 Bramley Drive, for an addition to an existing dwelling.
- Building Official attended an NEOFPA meeting and continuing education class – Review of the Station Night Club Fire.
- Exterior Property Maintenance:
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- 259 Homes inspected
- 0 Homes with violations
- Streets inspected:
  - Carol Drive
  - Beverly Mae Drive
  - Midland Drive
  - Meadows Drive
  - Mackenzie Drive
  - Brookside Road (Brecksville to I-77)
  - Braewood Drive
  - Brecksville Road (Hillside to Brookside)

The Engineering Department Reported:

- The dewatering bags filled with the sediment that was removed from Elmwood Pond, have been removed.
- Fabrizi Trucking and Paving have completed the final grading, application of topsoil, seeding and mulching on the Oakwood Drive Improvements Project
  - The installation of new mailboxes began the week of December 8th. The project will soon be suspended for the winter.
  - A meeting was held with CEI to review an existing utility pole that needs to be relocated due to the sidewalk construction.
    - Engineering is awaiting a cost estimate from CEI for the project.
- Catts Construction performed concrete road repairs and catch basin repairs in the Chestnut Woods Subdivision as well as on Cheryl Ann Drive. Due to the cold weather beginning the week of December 11th, work will need to be suspended until the spring of 2018.
- Cost Reimbursements were submitted to NEORSD for two projects completed by Geotech Services as part of the City’s Creek Maintenance.

The Fire Department Reported:

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<thead>
<tr>
<th>Week</th>
<th>YTD</th>
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<tbody>
<tr>
<td>EMS Incidents</td>
<td>23</td>
</tr>
<tr>
<td>Fire Incidents</td>
<td>12</td>
</tr>
<tr>
<td>Mutual Aid:</td>
<td></td>
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</tbody>
</table>
  - Engine Responses | 0   | 13   |
  - Squad Responses | 1   | 35   |
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>
</tr>
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<tbody>
<tr>
<td>13</td>
<td>3</td>
<td>18</td>
<td>0</td>
<td>8</td>
<td>359</td>
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The Community Services Department Reported-

- After School – Field House
  - Current Enrollment 87
  - School Holiday Specials:
    - Dec. 22: Handmade Studio = making gifts for loved ones (40 enrolled/2 on waitlist)
    - Dec. 27: Botanical Gardens/Gingerbread houses (28 enrolled)
    - Dec. 28: Paint N Play (28 enrolled)
    - Dec. 29: Make Believe (39 enrolled)
    - Jan 2: Cosmic Bowling (40 enrolled/ 20 on waitlist)
    - Jan 3: Marshmallow Madness (40 enrolled/ 11 on waitlist)
    - Jan 4: Get Air & Olympia Candy (40 enrolled/ 18 on waitlist)
    - Jan 5: Snow Play (40 enrolled)

- Campus Connection
  - 14 Children participating

- Funtastic Friday Program:
  - Christmas Minute-To-Win-It (20 enrolled)

- Special Holiday Program:
  - Gingerbread Houses – (50 enrolled/ 3 on waitlist)

- Trips:
  - 12/7 Historic Kirtland – Nativity Scenes and lunch – 28 attended
  - 12/9 Shop with a Cop – 21 attended
  - 12/8 and 12/9 North Coast Wrestling Tournament – Provided Shuttle

- Lunch Bunch went to Stella Mia Restaurant (33 residents)

- Community Resources:
  - Prepared for Yuletide/Adopt a Family distribution for Saturday. Helped pack boxes and coordinated volunteers for the day.
  - Assisted planning for the Remembrance Celebration.

- To date, 613 Residents are registered for Snow Removal.
The Recreation Department Reported-

- Staff assisted with serving refreshments for Tree Lighting and clean-up, etc. Also assisted with set up and cleanup for Holiday Fest.
- The Tucker Neale Basketball Tournament was held at the Field House on Sunday, December 3 from 8:00 am to 6:00 pm using all four courts. The rental income for the event totaled $1600.
- The State performed an inflatable inspection on our three inflatables and all passed with no issues. The inspectors made some very favorable comments in regards to how well the City’s units are maintained and that our units are in great shape!
- The Recreation Department took delivery of a new rowing machine for the upstairs workout area. This new machine replaced a 10+ year old machine which served the City well over the past years.
- On Thursday, December 7th, the High School Swim Team held a meet against Crestwood at home.
- The Recreation staff assisted the Boosters with the setup of the concession equipment needed for the annual invitational wrestling tournament.
- The staff converted the Toro multipurpose grounds machine over to the winter polar trac.
- Table and Chair deliveries for the weekend of Saturday, December 9 totaled 11 tables and 114 chairs delivered to 3 different locations.

Wishing you and your family a very
Merry Christmas!

*This will be the last Administrative Update this year. Your next Administrative Update will be emailed to you on Friday, January 5th.*