MEMORANDUM

To: Council Members and Department Directors

From: Mayor Anthony L. Togliatti

Date: July 22, 2016

Re: Administrative Update

REPUBLICAN NATIONAL CONVENTION:

As we reflect on the presence of the Republican National Convention in Independence this past week, our City can be very proud of the impression we made on our visitors. I cannot stress how grateful I am to each and every City department for all their hard work, going above and beyond, which contributed to a wonderful experience for the delegates, businesses, non-profits and national media staying in our community.

Chief Kilbane and Chief Rega and their Safety Forces, along with Dispatch, did a phenomenal job training and preparing for any scenarios that could have arisen this week, and fortunately, there was not one incident reported. Service Director Leon Karas and his department’s efforts to spruce up Rockside Road and the landscaping at the I-77 entrance and exit ramps made our City all the more beautiful. Plus the banners created by Gordon Grunau in Community Services warmly welcomed our visitors. IT Specialist Kyle Collins was invaluable in the last minute installation of the traffic cameras and making sure the Emergency Operations Center was ready to be activated if needed. Economic Development Director Jeremy Rowan’s efforts to enhance communication with our visitors via a Twitter Concierge Service and promoting our City and businesses through social media and other public relations activities should also be commended.

Many thanks to all those residents who volunteered their time at the hotels to help greet and direct our guests. Working together as a team certainly put our City in a great light!

DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments for the week ending July 15, 2016.

Building Department Reported-

- 4 Commercial Permits were issued
2 sets of Plans were sent to Plans Examiners
10 Commercial Inspections performed
12 Residential Permits were issued
19 Residential Inspections performed
7 contractors were registered, 501 registrations year-to-date
270 homes were inspected for Property Maintenance
2 homes were found to have violations

The Community Services Department Reported-

- Home Days volunteers for the Grand Prize and Hourly Drawing Booths as well as the Parade! Please call the Community Services Department at 524-7373 if you can work a shift or two! We are also busy planning activities for the new Kidz Zone that will make its debut this year!
- We are also seeking residents who are 90 years of age and older to ride in Lolly the Trolley for Home Days!
- Summer Concerts are winding down! Eddie and the Edsels will perform the final concert at the Kiwanis Pavilion on Thursday, July 28th at 7 PM. Come and enjoy a leisurely summer evening and listen to some good music. Refreshments are available and canned food donations are appreciated.

The Fire Department Reported-

<table>
<thead>
<tr>
<th>Week</th>
<th>YTD</th>
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<tbody>
<tr>
<td>EMS Incidents</td>
<td>27</td>
</tr>
<tr>
<td>Fire Incidents</td>
<td>8</td>
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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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<tr>
<td>14</td>
<td>1</td>
<td>62</td>
<td>1</td>
<td>11</td>
<td>367</td>
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Republican National Convention: The RNC concluded Thursday night and most of our visitors departed Friday. There was a significant delegate and media presence in Independence and there were no security-related incidents during their stay. Our officers went above and beyond expectations, and numerous visitors remarked how safe they felt here and how friendly and professional our officers were.
The Engineering Department Reported-

- A permit was issued to 6100 Rockside Woods to pave an existing parking lot.
- A Grade and Landscape permit was issued to 5060 Oakmont Circle Sublot 80.
- Dominion East Ohio Gas repaired a gas line on Patriots Way, Inspections were
compliant, and restoration needs to be completed.
- A sinkhole in front of Key Bank near the sidewalk was inspected and the Service
Department will be scheduled to perform some work after the RNC to repair a cleanout
riser that may have been damaged where the sinkhole is located.
- A kickoff meeting was held at ODOT District 12 for the Flashing Yellow Arrow
Implementation Plan, assistance requested by the City. The District Office has provided a
task order with the assistance of nationwide experts to create a plan.
  - The Plan will include technical specific information upon the creation, operation
    and maintenance of the new signals for Rockside Road as well as public
    education and outreach material to assist the City in our efforts to inform the
    driving public about the flashing yellow arrow shown in a traffic signal.
  - A draft plan is expected near the early part of August.
- United Survey started cleaning and televising the Sanitary and Storm Sewer Mains in
  Chestnut Woods and work is expected to be complete in the next few weeks.
- Specialized Construction completed crack seal work on Willow, Poplar, and W. Ash
- They participated in a conference call with a design engineer, MWH, who is working for
  the NEORSD in regards to a regional stormwater project to stabilize the bank of the
  Cuyahoga River in the Village of Valley View and the City of Independence.
  - A joint permit is required for the work and will be performed in compliance with
    local ordinances.

The Recreation Department Reported-

- Over 600 kids participated in the Kyrie Irving basketball camp! News media was present
to cover the event, and Kyrie was there almost the entire time!
- The Department has been busy with the Autism Camp (over 200 participants), Sweeney
  Soccer Camp (about 40 participants), Luke Toth Basketball Camp (over 20 participants),
  and our normal summer camp and summer playground!
- A water leak was found at the Shared Use soccer fields last Tuesday and was quickly
  repaired by Technical Services Wednesday morning. The Rec Department was able to
  lay-out and line the soccer fields the same week. Plans are also in place to repair and
  paint some of the equipment at Liberty Playground.
- Preparations have already begun for the Cleveland Clinic 5K Home Days race!
  Recreation Director Walchanowicz is also looking into partnering with the Clinic on
  wellness classes.
- Met with representatives from St. Michael Athletic Boosters to discuss their upcoming
  football program and their use of the old middle school fields.
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- Parks needed to put the bagging attachments on their grounds care equipment to help clean up all the debris from last week’s early morning storm.
- Recreation Director Walchanowicz reported an increase of over $6,300 in total revenue from last June.
- Eric Sarley met with Service and plans to meet with Police and Fire to get their content on the City’s App. Staff from the respective departments will be trained so the App gets the proper content from each department. Community Services is already self-sufficient in handling their own information.

The Service Department Reported-

All 28 of the hanging baskets have been installed on Rockside Road. Additionally, 14 planter boxes were installed in the center island, and 196 plants (14 different varieties) were planted within the boxes. They are all perennials which will need little maintenance. We are continually working on preparing our plows and leaf vacuum machines for the coming season. There is only one more leaf vacuum to prepare with a thorough PM. Three plows have been repaired and there are several cracks in the metal and along welds. Our new mechanic is a skilled welder and has been making the necessary repairs.

Additional tasks the department has completed throughout the week:

- 8 Toter loaner cans delivered, 4 were picked up and 2 were repaired.
- 1 new mailbox was installed.
- Special pick-ups totaled – 52.
- Sweeper was out 4 days.
- 4 tents were installed, 2 were removed.
- The chipper was out 3.5 days this week.
- 3 new yard waste cans were sold this week. Total sold to date is 27.
- Flag crew out on two separate occasions to untangle flags.
- General shop cleaning ongoing.

Technical Service Department Reported-

- We are very thankful to the Administration for the new F150 we received this week. The new truck replaced a 1996 Ford which was traded in.
- Tech completed the reinstallation of the air raid siren atop the Mill & Motion building on East Schaaf Road. The siren was craned into place and bolted with a perfect fit. We completed the electrical and ran tests with excellent results.
- We are busy repairing the bathrooms at Historic Hall so they are ready in time for Home Days. They have also been busy assisting with the Dispatch Center upgrades.