MEMORANDUM

To: Council Members And
Department Directors

From: Mayor Anthony L. Togliatti

Date: February 19, 2016

Re: Administrative Update

NEW HUMAN RESOURCES DIRECTOR:

I am pleased to welcome and announce the hiring of Lisa Zamiska for the City’s Human Resources Director who comes to us with over 15-years of experience with the City of Brookpark. I am confident Lisa will be a valuable asset to our administration and congratulate her for rising to the top from a long list of qualified candidates.

Lisa is excited to start her new career at the City of Independence and looks forward to her first day on February 29th. Welcome to the team, Lisa!

SAFETY COMMITTEE MEETING:

Thank you to Safety Committee Chairperson Wisniewski for leading a very productive discussion on our current dangerous dog-related ordinances, as well as a discussion of potential updates. Reviews of both the Police and Fire 5-yr Capital Plans were led by Police Chief Kilbane and Assistant Fire Chief Wheeler. Due to time limitations the committee could not complete the entire meeting agenda, and it was agreed that a future meeting will be called to finish discussion on the remaining items.

SPECIAL COUNCIL MEETING:

There was one item on the Special Council Meeting Agenda at the Special Council Meeting held this past Tuesday, February 16th to authorize the Mayor to enter into an agreement with the International Association of Firefighters, Local 2375, AFL-CIO to accept the new bargaining 3–year contract. This legislation will be on Second Reading and set for adoption at the March 8, Regular Council Meeting.
FAIRMOUNT DISCUSSION:

City Council and I met with representatives from Fairmount Properties during the Special Council Meeting on February 16, 2016. We had a productive discussion about the following topics:

- Recap of the feedback from the January 28, 2016 Public Open House
- Fairmount Properties proposed Concept Plan for downtown Independence
- Floor plans for the proposed residential units
- Leasing strategy for the mixed-use commercial buildings

Following the discussion of these topics, City Council adjourned to Executive Session to discuss project funding details. Moving forward, City Council and Fairmount Properties agreed to meet on a bi-weekly basis to maintain a regular dialogue and advance the project planning.

We are currently working with Fairmount Properties to identify possible dates for the next working session. Due to scheduling issues as well as the number of items and projects that need to be advanced, the next working session with Fairmount Properties may need to be scheduled in mid to late March. We hope to have a tentative meeting date on Council’s schedule soon.

DISPATCH CENTER MEETING:

The City continues to be in conversations this week regarding the possibility of a shared dispatch facility. Location, operational options, and potential cost for community participation in a Council of Governments were discussed to narrow down the details between the potentially interested municipalities. I will keep you apprised, as discussions progress and the details of the COG agreement are firmed up.

WORKERS COMPENSATION:

A quarterly meeting was held with 1-888 OhioComp, Care Works and representatives of the BWC to provide the City with the results of the final quarter of 2015 regarding our Workers Compensation Claims. There were a total of 12 claims filed in 2015 that were Medical Only Claims and two claims that involved Lost Time, however, only 11 of the total claims filed were allowed, leaving three claims that were disallowed. We were also very pleased that the average cost per claim for 2015 was only $482.89.

All in all, everyone at the table whose job it is to monitor and manage our Workers’ Compensation claims agreed that we are doing something right in Independence from hiring good employees, to having a good management team who has implemented a successful safety strategy. One of their final comments stated that the City Of Independence should be a “model” for other municipalities....so congratulations to our employees and management staff on a job well-done!
UNIVERSITY HOSPITALS’ BUSINESS LEADERS:

At a meeting I attended this past Tuesday, UH Business Leaders briefed local community mayors and business leaders on their different product offerings to reduce health care costs, while achieving a better work-life balance. Some of their initiatives include on-site clinics, telemedicine, biometric screens and wellness programs.

One other topic discussed was the City CPR challenge, which Independence will certainly be entering into to both better our workforce through CPR training and realize grant funding to offset the costs of our wellness programs.

UPCOMING MEETINGS:

Reminder that the Sewer Assessment Board will be meeting this coming Monday, February 22, at 4:00 pm to hear objections by property owners with regard to their sewer assessments. I ask that all of Council attend this meeting, as an Executive Session may be held to discuss potential litigation.

A Streets and Sidewalks meeting is scheduled for Tuesday, February 23, to discuss various engineering contractors that will appear on the agenda for the March Council Meeting.

BELOVED ESTABLISHMENT PLANS TO CLOSE ITS DOORS:

If you saw the February 18, 2016 edition of the Parma Sun Post, you will join me in sadly saying goodbye to Tom Giomini, owner of Brielle’s Coffee and Tea Room for the last 23 years. Tom’s last day as owner of the establishment will be February 28th. New owners will take over on February 29th.

Thank you to Tom for his loyalty and the honor of having his business located in Independence for 23 great years! You and the best coffee in town will surely be missed by many residents!

DEPARTMENTAL REPORTS:

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

Building Department Reported—
- 2 Sets of plans sent to the plans examiner
- 5 Commercial Permits were issued
- 20 Commercial Inspections performed
- 5 Residential Permit issued
- 4 Residential Inspection performed
- 17 contractors were registered, 304 registrations year-to-date
Plans were approved for an 8600 sq. ft. tenant build-out for Reliance First Capital located at 6155 Rockside Road, Suite 401.

Engineering Department Reported:
- They participated in a meeting with representatives of Independence Senior Living to discuss their proposal for a new facility in the N.W. Quadrant.
- The closed portions of Patriot’s Way and Oak Tree Boulevard, relating to the Oak Tree Boulevard North Conduit Replacement and Improvements project, were reopened to traffic. However, work continues to complete the remaining items such as the re-installation of the guardrail.
- Appraisals were received from Smith & Nejedlik for temporary and permanent easements needed for the Rockside Woods Boulevard North – Sanitary Sewer Extension Project.
- They are working with E.L. Robinson on the EPA Water Supply Revolving Loan Application (WSRLA) to replace the water main on Brecksville Road (north of Rockside Road) as part of the planned capital road improvement project.
  - If we are successful in submitting the application, and equally successful with the receipt of the low-interest loan request, we may apply next year for the water main replacement on Oakwood Drive.

Recreation Department Reported:
- They are still dealing with a water loss issue at the indoor Civic Center Pool and have another appointment scheduled with American Leak Detection.
- They received a letter from Cuyahoga County Board of Health in regards to their fee structure for licensing and inspecting our pools for 2016 and it indicated they are proposing an increase of 28%.
- They scheduled the February Lifeguard in-service trainings for February 25 and 26.
  - Topics are Zone Coverage, Public Health, Safety Training, 2-Way Radios, Staff Evaluations, and land-based and shallow spinal injuries. April Lemke conducts these trainings with her staff on a monthly basis.

The Service Department Reported:
- That due to the February 10 snowfall when the City received nearly 8 inches of snow, a crew of eight stayed until midnight and another crew of eight started at midnight. Also two sidewalk plows began clearing the City sidewalks at 4:00 am the next day.
  - The snow crew performed extremely well and was able to get nearly all of the streets plowed and salted by 6:30 am.
    - Additionally, the sidewalk plows did a large portion of the City including all the mains, secondary mains and all of the sidewalks around the schools.
    - The sidewalk crew employees are getting use to the new equipment and have a better understanding how the hydraulic float works. The rubber plow blades kept lawn damage to a minimum.
- They received 26 Work Orders and completed 29 Work Orders.
- Two Dodge Chargers have been converted from police cars to standard City-use vehicles and are ready to be put back in service.

The Technical Services Department Reported:
- Three emergency generators went online this week due to a First Energy power failure and all units performed flawlessly. Although all seven City emergency generators are tested each week with ½ hour running time, the real test is a loss of power.
- Tech is approximately 75% complete with the HVAC filter change with completion set for early next week.
- They ordered new exit lights along with experimental LED can lights for City Hall which are scheduled for installation next week.
- They completed 19 Work Orders this past week ending 2-12-16.

Fire Department Reported:
- Response Figures
  - EMS Emergency Calls: 22 YTD-144
  - Fire Emergency Calls: 12 YTD-57

Police Department Reported:

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<th>Misdemeanor Arrests</th>
<th>Felony Arrests</th>
<th>Traffic Citations</th>
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<th>Accident Reports</th>
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Have a great weekend!

xc: John M. Veres, Director of Finance
Gregory J. O’Brien, Law Director
Debi Beal, Clerk of Council