MEMORANDUM

To: Council Members and Department Directors

From: Mayor Anthony L. Togliatti

Date: August 26, 2016

Re: Administrative Update

IT DIRECTOR:

We are pleased to announce that Kyle Collins has accepted the position of Director of IT Communications. Kyle has been working in the City’s IT Department for the last five years as the assistant to former IT Coordinator Jim Gibbs. Kyle not only comes with a number of years of experience, he also comes with a list of exceptional credentials.

We are very pleased to offer this opportunity to Kyle and are confident that he will do an outstanding job. When you see Kyle, please make sure to congratulate him on his new position!

NOPEC:

On Thursday of this week, Chief Kilbane and I met with representatives from NOPEC, Tony Ramos and Denise Dean, to discuss a potential “Do Not Knock” program which is being rolled out by the Northeast Ohio Public Energy Council. The program is designed to raise awareness about the dangers of door to door solicitors and to work with member communities to set up a “Do Not Knock Registry” that residents can sign up for. Should the City be interested in participating in this program, legislation would need to be presented at a future Council Meeting and adopted by a majority vote of Council.

Any Councilmember who wishes to discuss this program in more detail or receive more information about the program, please notify my office.

FMLA REFRESHER:

At our Team Meeting this past Tuesday, HR Director Lisa Zamiska, reviewed the Family Medical Leave Act with the Directors. After going over the provisions of the Federal Law with
the Directors, Lisa handed out a list of frequently asked questions and then went over when and
how the Law is to be implemented and the process that needs to be followed at the City.

A big thank you to Lisa for providing this important review to keep our Directors informed of
their responsibility as a supervisor to assure the City’s compliance with the Federal Employment
Laws.

DOMESTIC VIOLENCE/CHILD ADVOCACY:

Linda Johanek, CEO of the Domestic Violence and Child Advocacy Center of Cleveland
requested a meeting this week to provide an overview of the services and the benefits her
organization offers to the City of Cleveland and surrounding suburbs. The Mission of this
organization is to “Empower individuals, educate the community, and advocate for justice to end
domestic violence and child abuse.”

Linda shared the following staggering statistics: one in four women and one in seven men will
experience some type of domestic violence or abuse in their lifetime. Although those statistics
are typically related to socioeconomic status, abuse situations happen in all walks of life, and in
all communities…even Independence, as six residents were provided assistance this past year.

One does not know the importance of having the type of service this organization provides until
you or someone close to you has nowhere else to turn. That said it was an informative and
beneficial meeting.

CUYAHOGA COUNTY REGIONAL DISPATCH:

A meeting was held with Ed Kraus, Director of Regional Collaboration for Cuyahoga County,
along with Brandy Carney, Director of Public Safety and Justice for Cuyahoga County, Chief
Kilbane, Chief Rega and myself to discuss the County’s Regional Dispatch Center. The
intention of the meeting was aimed at conveying the advantages of Independence joining the
County’s Regional Dispatch Center operations.

The County was surprised and pleased to learn of our efforts to merge Independence Dispatch
operations with the City of Brecksville and offered their assistance in any way to keep the
process moving to get our joint dispatch off the ground.

NEW SQUAD:

Our new ambulance was placed in service this past Thursday and much like our new engine in
2014 (its first call was a big fire), the new squad’s first few hours on the job were
memorable. A little before 10:00 am, we received three back to back EMS calls that brought all
three of our ambulances to Marymount Hospital at the same time, which was a very rare
occurrence.
This new vehicle is a 2016 Ford F550 Braun ambulance and is a departure from our past Ford E450 Road Rescue ambulances. The quality is better and the patient compartment is much stronger with all aluminum construction.

This is also our first ambulance with a sliding passenger side door for a lower profile entrance and exit pathway from the patient area. It has a new liquid spring suspension system that is a must have in the industry today for a comfortable ride. With a lot of design input from our personnel, the patient compartment has a new layout with additional storage for ease of access to equipment as well as an all LED lighting package.

The F550 chassis is also the same chassis our Service Department uses, so maintenance is standard and consistent within the cities’ fleet of vehicles. After its life as an ambulance, the chassis can be repurposed at the Service Department for another use. The construction of the patient box is such that it can be remounted onto another chassis and used again. This provides us the best flexibility and cost savings in the future. Feel free to stop by the Fire Department to have a look at the new ambulance.

UPCOMING MEETINGS:

The Assessment Equalization Board is holding a Continuation Hearing this coming Monday, August 29, 2016, at 4:00 pm in Council Chambers, to hear objections from property owners with regard to their sewer assessments.

Streets and Sidewalks will be meeting at 4:30 pm on Tuesday, August 30, 2016 in the Council Caucus Room. A number of important updates and projects will be discussed.

The Council Workshop scheduled for Tuesday, August 30th has been Cancelled.

EAGLE SCOUT AWARD:

Eagle Scout is the highest achievement or rank attainable in the Boy Scouting Program of the Boy Scouts of America and needless to say, not an easy goal to attain. This Sunday, I will be presenting one of our residents with a proclamation to recognize his outstanding achievement of receiving this most prestigious award.

It will be an honor and a pleasure to take part in the Eagle Scout Court of Honor Ceremony for Eagle Scout Tyler Welsh. I not only am impressed with his achievements in scouting but also for the determination, commitment and character it took to get him to this point.
Congratulations to Tyler for reaching his goal and also to his parents, Jim and Eileen, for providing the love and support to make it all possible.

BLUE DEVILS VS. RAIDERS:

Tonight at 7:00 pm the Independence Blue Devils take on the Columbia High School Raiders at our own Alumni Field. According to the weather reports it looks like a great night to kick off the 2016 Football Season so why not come out and root for the Blue Devils!

Best of luck to this year’s team and our coaches for a successful football season! Go Devils!

DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments for the week ending August 19, 2016.

Building Department Reported:

- 6 Commercial Permits were issued
- 3 sets of Plans were sent to Plans Examiners
- 6 Commercial Inspections performed
- 10 Residential Permits were issued
- 30 Residential Inspections performed
- 4 contractors were registered, 538 registrations year-to-date
- 256 homes were inspected for Property Maintenance
- 4 home was found to have violations
- An Occupancy Permit was issued for 4511 Rockside Road, #100, Hurricane Labs for a 9,181 sq. ft. tenant build-out.
- Board of Zoning Appeals:
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- Variances were **Granted** to allow additional and oversized signage on building for 6200 Patriots Way, Home2 property.

The Community Services Department Reported:

- Front Desk Statistics for August 4 through August 10:
  - Incoming Calls – 374
  - Outgoing Calls – 206
  - Face to Face/Customer Service – 193
- Number of Transports – 18 Residents
- Program/Trip Revenue - $2,884
- Departmental/Program Attendance – 207
- Private Rental Attendance – 193
- Before School Registrations – 15, 9 on Wait List

The Recreation Department Reported:

- The installation of the new UV system was installed in all the Civic Center pools and is has been working great without any issues or problems.
- They assisted at the Summer Scurry 5K on the Square on Saturday, August 13th.
- The Cleveland Clinic annual Employee Softball Tournament took place on Friday, August 19, and used 4 of our ball fields from 8 am to 4 pm with 24 teams participating.
  - Press Box concessions totaled $400.00 from this tournament.
- A meeting was held with the Jeff Jamison from the Cleveland Clinic to discuss the proposed health/wellness/fitness classes that they would like to offer to both residents and non-residents which are being planned to begin in late September. Most of the classes and fitness sessions will be held at the Field House.
- A meeting was held to pick teams for the U-7 Soccer League. Four (4) teams will be participating this year.
- They met with the new High School Athletic Director, Annie McGhee, to welcome her aboard and also to discuss various ideas/issues/suggestions including the use of the Turf Field for some of our programs, some procedures which could be improved and more ways the City and School can work together and improve utilization of our facilities. Future meetings are planned to continue the discussion.
- Staff is relocating the City’s portable aluminum bleachers to the soccer fields for the fall leagues.
- They hired a new staff member who brings many years of experience as a Class A CDL driver and also as a maintenance person with many skills.
- Staff worked with the Service Department to clean up and repair the City Gazebo and surrounding landscaping.
- Goals were installed on the newly created U-8 soccer field.
A meeting was held with the Community Services Dept. Staff to discuss the increased use of the pools by the Summer Camps. Schedules were reviewed, along with first aid procedures, and lifeguard and counselor conduct during group swims to ensure safe and professional pool operations.

The Engineering Department Reported

- Engineering and Building met with the Pulte Group to discuss procedures and requirements for new construction at Chestnut Woods Phase 3, Section 4.
- Met with Tri-Mor Paving representative to discuss concrete cracking in the Chestnut Woods Subdivision, Section 3-Phase 3.
- The work on Oval Drive has commenced.
  - The existing asphalt pavement surface has been removed and partially replaced with an intermediate course of new asphalt.
  - One side of the concrete curb and gutters sections have been removed and new underdrain installed to facilitate better drainage and better street longevity.
- The storm sewer has been relocated at Rockside Place to facilitate the installation of the new water main section which will complete the loop in this area of the City.
- The clearing, grubbing and construction staking have taken place at the corner of Rockside Road and the I-77 southbound ramp and the contractor, Anthony Allega will mobilize to the site in the coming week.
- Fechko Excavating continues to install storm and sanitary sewers in the Chestnut Woods Section 3, Phase 4 Subdivision.

The Fire Department Reported:

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<td>850</td>
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<td>Fire Incidents</td>
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The Police Department Reported:

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<th>Misdemeanor Arrests</th>
<th>Felony Arrests</th>
<th>Traffic Citations</th>
<th>OVI Arrests</th>
<th>Accident Reports</th>
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<td>40</td>
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The Service Department Reported:

- 2 Toter loane: cans delivered, 2 were picked up and 1 was repaired.
- Special pick-ups totaled – 48 (6-Trash; 20-Metals; 22-HHW)
- Sweeper was out 3 days.
- Flailer out 2 days this week
- 3 new yard waste containers were sold this week, total sold to date - 39
- The chipper was out 4 days this week.
- General shop cleaning ongoing
- 2 mailboxes repaired, 4 new mailboxes installed
- Hanging baskets and annuals watered 6 days this week
- Removed 5 new stop signs at the Shared Use Facility
- Maintenance Work Orders created: 29
- Maintenance Work Orders completed 30
- There were no work related accidents or injuries this week
- Side Load Packer number 67 currently used for recycling was sent to be repaired due to a coolant leak in the head gasket, but the repair is under warranty and should be back in service within the week.

The Technical Services Department Reported:

- They installed the variable speed drives on the pumps at the indoor pool, which was necessitated by the UV installation.
- New exterior doors were scheduled to be installed at Old Town Hall this week.
- Three new basketball hoops were installed at the indoor pool.
- They are working with Purchasing Coordinator, Gus Katsas, to secure State Contracts for HVAC replacement at the City Annex building.

Enjoy the Weekend!