MEMORANDUM

To: Council Members and Department Directors

From: Mayor Anthony L. Togliatti

Date: May 6, 2016

Re: Administrative Update

NATIONAL DAY OF PRAYER:

Over 75 people came together yesterday at the Civic Center to join in prayer in observance of the National Day of Prayer and enjoy a lunch provided by our Community Services Department. Yesterday’s prayer service was led by Pastor Matthew Zuehlke of the Independence Presbyterian Church, Pastor Chris Statz of the United Methodist Church, Pastor Dan Burgoyne of NEO Church, Pastor Robert Hendrix of Concordia Lutheran Church, Pastor Donna Barrett of Rockside Church and Father Pete Colletti of St. Michael Catholic Church. We are fortunate to have such wonderful spiritual leaders in our community and are so appreciative of their prayers for our government officials, residents and children.

Thank you to each and every one of the church leaders who took the time to be with us yesterday on such a special occasion and also thank you to our Community Services staff for the delicious lunch!

PLANNING COMMISSION:

One residential request for a lot-split, which was approved, along with five commercial issues appeared on Tuesday’s Planning Commission Agenda. Results of the five commercial requests are as follows:

- No action was taken on a request for a multi-tenant monument sign for 7120 Brecksville Rd., Hillside Plaza, as this item was referred to the ABR for consideration.
- Requests for a Lot-Split, Lot Consolidation and Rezoning for light industrial of property at Old Brecksville and Brecksville Rds.(old Broglio’s Property) resulted in a Public Hearing set for Tuesday, June 14th at 6:45 pm, and motions carried for approval of both the lot split and consolidation of Parcel 561-08-001 and 561-07-007.
- The Site Plan, Lot-Consolidation and Lot-Split proposed for Involta property on East Pleasant Valley Rd. were all approved.
The applicant requesting a connecting roadway between the Seven Hills Elderly Care Campus and Oak Tree Blvd. was asked to come back at a later date when they have a more completed application.

KIWANIS FISHING DERBY:

Just a reminder that tomorrow, Saturday, May 7th at 9:00 am (Registration begins at 8:30 am) the Annual Kiwanis Fishing Derby will begin at Elmwood Pond. This annual event welcomes children of all ages to come try their luck and skill at fishing for the chance to win a number of prizes. The pond was stocked this past Wednesday with a variety of fish so pass the word and encourage those children and grandchildren to participate is this great outdoor spring event!

SENIOR CENTER INNOVATION GRANT:

Great news from the Community Services Team who was involved in the application process for the Senior Center Innovation Grant for 2016 sponsored by Cuyahoga County Division of Senior and Adult Services, as they have been tentatively chosen to receive $25,000!

Senior programmers from North Royalton, Independence, Brecksville, Broadview Heights and Seven Hills collaboratively made application for the Senior Center Innovation Grant which will provide the necessary funds to implement a variety of joint programming activities for seniors in these five cities.

Congratulations for all your hard work in receiving the award, and thank you for your efforts to create new and exciting programming opportunities for our seniors!

CUYAHOGA VALLEY CHAMBER STATE OF THE SCHOOLS LUNCHEON:

Just a reminder that on Wednesday, May 18, 2016 from 11:30 am to 1 pm, the Cuyahoga Valley Chamber of Commerce is hosting their Annual State of the Schools Address and Luncheon at the Holiday Inn Rockside Road.

Superintendents who will be participating include: Independence Superintendent Ben Hegedus, Superintendent Dr. Bob Mengerink of the Educational Servicer Center of Cuyahoga County, Superintendent of Cuyahoga Valley Career Center, Celena Roebuck, and Superintendent of Cuyahoga Heights Schools, Tom Evans.

Any members of Council, who are interested in attending but have not yet responded, please make sure to RSVP to my office by Monday, May 16th. Thank you!
DEPARTMENTAL REPORTS:

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

Building Department Reported—
- 2 Sets of Plans were sent to the Plans Examiners
- 8 Commercial Permits were issued
- 16 Commercial Inspections were performed
- 10 Residential Permits were issued
- 15 Residential Inspections were performed
- 8 contractors were registered, 423 registrations year-to-date
- An Occupancy Permit was issued for 6533 Brecksville Road, Up Side of Downs - 3,300 sq. ft. tenant build-out.
- An Occupancy Permit was issued for 6111 Oak Tree Blvd., Common area upgrades.
- An Occupancy Permit was issued for 6990 Kingscote Park, Marek Builders – 4,566 sq. ft. new single family dwelling.

The Fire Department Reported—

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<th>Week</th>
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<tr>
<td>EMS Incidents</td>
<td>25</td>
<td>426</td>
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<td>Fire Incidents</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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The Community Services Department Reported—
- They have been working on banners for the Summer Community Band Concert series along with the Indy Color Me 5K Run and the Cleveland Cavs.
- They are almost finished creating the Community Services App pages.
- The new Adult Senior Programmer, Pete Kormos, started on May 2nd and has been busy getting acclimated to the Civic Center and his responsibilities.
- The new Toyota Sienna (Handicap Van) has been delivered and all drivers will be trained on all of the features of this vehicle in addition to the proper way to secure a handicap wheelchair and how to use the oxygen tank holder.
- The Community Resource Coordinator met with the High School Guidance Counselors, After School Staff, Recreation and Community Services Staff to discuss the “Big Brother” Program and set the guidelines for the program.
The Recreation Department Reported-
- The King James Basketball Tournament held the weekend of April 23 and 24 brought in rental revenue totaling $3840.00 and Concession Stand sales for this event brought in a total of $3531.00.
- They received a partial order of new ball field netting and began installing it on Diamond #3, which is very time consuming and requires the use of a bucket truck.
- They continue to work on the conversion of the Recreation App to a City-wide App.

The Clerk of Courts Reported-
- A 25 & Alive meeting was held Tuesday, April 26, and the topics discussed included: Strategic Prevention Framework Training, Developmental Assets, Medical Marijuana, Internet Safety, National Day of Prayer, Campus Life, Specialty License Plate Petition, new Cyber Harassment Law, Rachel’s Challenge Assembly Program and the Prescription Drug Take-Back Day.
- Power of Parents Pocket Guides were purchased through 25 & Alive and were included in a letter from the Mayor and Police Chief which was sent home to parents of the Juniors and Seniors at the High School. The booklets provided information to parents on different Parenting Styles, how to talk to your kids about alcohol and helping kids make good choices.

The Engineering Department Reported-
- A water main break was repaired by Cleveland Water Department at 8418 Brookside Road.
- They finalized the Little League T-Ball Field Parking Lot striping layout for the Recreation Department.
- A Right-of-Way Permit was issued to True North Energy LLC, 6178 Brecksville Road to tie in service to main gas line.
- A Right-of-Way Permit was issued to Cloverleaf Partners, LLC, 6200 Patriot’s Way to install a new gas line.
- They met with United Survey, Inc. to review plans to perform Closed Circuit Televising, and cleaning of the sanitary and storm sewer mains on Serio and Oval Drives.
- Rudzik Excavating is performing work at St. Maron’s Detention Basins Project to complete the punch list items.
  - Guardrail was installed.
  - Asphalt and concrete work to restore driveways and roadside swales remains to be performed.
- Geotech Services, Inc. has been performing work on Lower Brookside, Riverview Road, and Braewood Drive.
- The 2016 Concrete Road Maintenance and Repairs work has commenced with areas north of Hillside Road being marked.
The Service Department Reported (for the week ending 4-29-2016)
- They now have both of the new packers in operation and have been training the employees and drivers to operate the new equipment.
- Friday Special Pick-Ups 141
- Sweeper out 3 days
- Chipper out 3.5 days
- Repaired 1 mailboxes due to plow damage
- 1 new mailbox installed
- Repaired Community Garden Plots
- Delivered a total of 39 loads of compost, for a total of 195 yards
- Total compost delivery this season, 177 loads, for a total of 885 yards
- Maintenance Work Orders – 13 created
- Maintenance Work Orders Completed – 17

The Technical Services Department Reported–
- They installed new LED lights at two outdoor comfort stations which provide a much brighter and wider ray of light making these areas much safer at night.
- They are working on installing new lighting for the clock tower at the Civic Center which will provide the capability to change the color of the lighting display via a computer program.

Have a wonderful weekend and remember your “Mom” on Sunday!

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