MEMORANDUM

To: Council Members and
    Department Directors

From: Mayor Anthony L. Togliatti

Date: May 19, 2017

Re: Administrative Update

MAY 16TH COUNCIL WORKSHOP:

The City is planning to invite pre-qualified design firms to submit their qualifications for planning, landscape architectural and engineering services for the master plan development of a Brecksville Road corridor streetscape project and a new greenspace park project located in the center of downtown Independence. Council held a workshop this past Tuesday to discuss the Request for Qualifications (RFQ) document that will be distributed to the pre-qualified design professional firms. The RFQ outlines the scope of work, consultant qualifications and selection process that will be used to select a firm to assist with these projects.

After much discussion about the scope and planning process for these projects, Council requested some modifications to the RFQ document and approved its distribution to the pre-qualified design firms on June 12th. In the meantime, Council is planning to have another workshop to discuss the downtown park and streetscape projects. Through this additional discussion, Council hopes to provide the pre-qualified design firms with more specifics on the scope and acceptable design elements to consider when responding to the RFQ.

MEETING WITH NATIONAL PARK:

This past Tuesday, May 16th, Don Ramm and I had a very productive meeting with the Superintendent of the National Park, Craig Kinkle and the Deputy Superintendent Paul Stoeher. The main focus of the meeting was a discussion of the documents pertaining to the construction of the Hemlock Trail and the desire for these documents to meet the approval of both the National Park and the City of Independence.

Both park representatives were pleased to offer the Park’s support and cooperation to ensure that the agreements/documents meet the needs of both parties, and will result in keeping our towpath connector trail on schedule for a groundbreaking this summer.
We are fortunate to have such a great working relationship with our National Park Service and are looking forward to our partnership on this trail.

STATE OF THE SCHOOLS:

The Cuyahoga Valley Chamber of Commerce hosted their annual State of the Schools luncheon on Wednesday, May 17 at the Holiday Inn. This event provides area school districts the opportunity to update members of the Chamber as to what is new in their district along with sharing some of the district’s accomplishments and/or student’s successes over the last year. This year’s participating superintendents were Superintendent of Independence Schools, Ben Hegedish, Superintendent of the Cuyahoga Valley Career Center, Celena Roebuck, Cuyahoga Heights Schools Superintendent Tom Evans and Superintendent of the Educational Service Center of Cuyahoga County, Dr. Robert Mengerink.

In addition to a question and answer period led by Ed Ferenc with the school superintendents, two students were honored by the Chamber with a new “Future Business Leader Award” recognizing their outstanding character, academic achievement, involvement in extracurricular activities and a desire to pursue a future career in business. I was honored to present a Proclamation to one of those award winners, I.H.S. Senior Jesse Belitz, son of Donna and John Belitz.

Congratulations Jesse . . . . you have built an amazing resume of all that you have accomplished throughout your youth. Best wishes for your continued success in all of your future endeavors!

UPCOMING MEETING:

A Safety Committee Meeting is scheduled for Tuesday, May 23 at 4:30 pm in the Building Annex Conference Room regarding potential future needs for our Safety Forces.

I.H.S. CLASS OF 2017: Independence High School will be holding their commencement ceremony for the 2017 Graduation Class on Sunday, June 4th at 1:00 pm in the Independence High School Auditorium.

Congratulations to the students (and parents) of the outstanding class of 2017! Wishing you each a future filled with happiness and success!

OLD MIDDLE SCHOOL DEMOLITION UPDATE:

The contractor has completed the demolition of the building, the removal of the foundations and the backfilling of the excavation. Currently the contractor is fine-grading the site and placing topsoil. They will seed the site and demobilize their equipment. The project will be complete next week.
DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments for the week ending May 12, 2017.

The Building Department Reported-

- 3 Sets of plans were sent to the Plans Examiner
- 16 Commercial Permits were issued
- 14 Commercial Inspections performed
- 8 Residential Permits was issued
- 17 Residential Inspections performed
- 6 contractors were registered for 2017, 455 registrations year-to-date
- 0 new Residential Properties registered, 19 registrations year-to-date
- Occupancy Permits were issued for the following:
  - 6050 Oak Tree Blvd., #450, Certified Security Solutions – 5,968 sq. ft. tenant build-out.
  - 6111 Oak Tree Blvd. #LL, Oak Tree Place common area
- Property Maintenance Inspections:
  - 250 houses inspected
- Three signs removed from the Right-of-Way

The Engineering Department Reported-

- Water Main Breaks
  - Geotech has performed backfilling and pavement replacement for the recent break on East Pleasant Valley, (west of I-77). The road plate will be removed on Monday and the pavement lane back to full-strength.
- Engineering continues to manage multiple new dwellings throughout the City, including:
  - Hawthorn Trace
    - 4 approved topos
    - 6 under review
    - 4 pending ABR approval
  - 6300 Hillside Road, approved topo
  - 7365 Jonathan Cole, under review
  - 5027 Oakmont, ABR submittal
- One Right-of-Way permit was issued to Dominion to replace gas lines at Oakwood, Chestnut, Poplar and West Ash.
- Specialized Construction completed crack seal work on East Pleasant Valley Road the week of May 8-May12.
- Geotech continues underdrain installation along the south side of Selig Drive.
- Catts Construction performed punchlist work on Serio Drive, along with some additional drainage work.
- DuraMark notified the City they will begin the spring application of the City-wide Street Stripping Contract.
- Rockside Road Improvements – An email was sent to Building Owners on Rockside Road asking them to forward to their tenants the information provided with respect to the implementation of the final improvements associated with the I-77 southbound ramp widening project this weekend (weather permitting).
  - Final pavement markings should be completed
  - New Traffic Controllers will be in place which will be new to motorists who travel the Rockside Road corridor.
- OUPS Tickets were reviewed and contractors were contacted for any scheduled work without a permit.
  - Inspections were made at job sites where contractors did not respond and obtain permits.
- Engineering is in the process of drafting a mutual aid map for the Fire Department.

The Recreation Department Reported-

- Staff assisted at the Kiwanis Fishing Derby making sure the sound system was working properly, providing tables and chairs, and anything else that they may have come up.
- Recreation Department acquired a “maintenance free” magnetic resistance, self-powered treadmill which delivers a highly effective resistance training platform, capturing the benefits of speed, agility, lateral and sled training all in one machine.
- The Ohio Department of Agriculture surprised the Recreation Department with an inspection checking on the City’s pesticide/herbicide/fertilizer records, in addition to inspecting the chemical/fertilizer storage areas. The department passed with flying colors!
- Staff installed the siding on the Zubel field Press Box.
- Met with IT and John Hill from Safe Point Software to review their software product which tracks facility guests and notifies the department if there is a registered sex offender in one of our facilities.
- Staff working on getting the T-Ball Diamond in shape for the season.
- Set tables and chairs up for the Health Fair at the Civic Center which was held on Friday, May 12.
- Staff member installing new parking brakes on the Toro Grounds Master Machine.
- Set the City’s Wrecking Ball inflatable up at the Field House for the I.H.S. After Prom which was held on Friday, May 12. Staff stayed onsite until 4 am Saturday to help cover the event.
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- Staff members working on the installation of the windscreens for the tennis/pickle ball courts.
- Work continues at the outdoor pool to get it ready for the upcoming season.
- Work continues on the Press Box electrical upgrade.
- Various landscape jobs around campus are being completed in addition to the regular grounds and ball field maintenance.

The Fire Department Reported-

The Fire Department is working on applying for a grant to obtain money to expand the City’s Smoke and CO Detector Program to include all households with residents over 65 years of age and children under 14 years of age. The application will be submitted to FEMA’s Fire Prevention and Safety Grant Program for Smoke and CO Detectors to be installed in 1000 homes in Independence.

<table>
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<th>Week</th>
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<td>EMS Incidents</td>
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<tr>
<td>Fire Incidents</td>
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<td>Mutual Aid:</td>
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<td>Engine Responses</td>
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<td>Squad Responses</td>
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The Police Department Reported-

<table>
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<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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<td>61</td>
<td>0</td>
<td>16</td>
<td>368</td>
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Memorial Day services will be held on the Square by the Soldiers Memorial Monday, May 29th. Please gather on the Square at 9:00 am as services will begin at 9:30 am.

A procession to Maple Shade Cemetery will take place immediately following the conclusion of the services at the Soldiers Memorial. After a short service at Maple Shade, please join your friends and neighbors at Drug Mart for a Hot Dog Cookout while enjoying the sounds of the Independence High School Marching Band. All donation proceeds will benefit the Marching Band.
HOMETOWN HERO BANNERS:

If you haven’t already noticed the new banners that are lining Brecksville Road from Selig to Chestnut, please make a point to look at them the next time you are driving in this area. These banners which will be up from Memorial Day through Veteran’s Day honor those men and women who have served or are currently serving in one of the branches of the United States Military.

The banners that you see hanging were purchased by residents who wanted to honor someone they are related to or perhaps know, but they all have a connection to Independence in one way or another. Hence the title....”Hometown Hero”.

Many thanks go out to City Hall employee Gayle Rudary, for bringing this idea to the Mayor’s Office and then coordinating this very significant project, and to Civic Center employee, Gordon Grunau, for his amazing talents in designing the banners and of course to our Service Department employees for their work and support in hanging the banners.

Enjoy your weekend!