MEMORANDUM

To: Council Members and Department Directors

From: Mayor Anthony L. Togliatti

Date: December 9, 2016

Re: Administrative Update

TREE LIGHTING AND HOLIDAY FEST:

A huge thank you to everyone who made both holiday events this past weekend a huge success!

It was so nice to see the number of residents and families who attended the Tree Lighting last Saturday. The weather was perfect and with the assistance of Elf on the Shelf, we were able to bring Santa safely to Independence to the delight of almost 200 children! Just as Santa brought smiles to so many young residents, the lights on the Square brought the magic of the season to all who attended. I have been told by a number of people that the lights on the Square are the nicest display yet, and so to all those employees who spent countless hours making sure the lights on the Square were perfect, you should be very proud of your handiwork!

Holiday Fest also drew many families to the Civic Center on Sunday. Between the crafts for the kids, the entertainment, a number of craft vendors, and great food, there was something for everyone and from what I observed everyone was in the Christmas spirit and enjoying themselves.

So, thank you again to everyone who worked so hard to make these two special events, a wonderful kick-off to the holiday season!
PLANNING COMMISSION/PUBLIC HEARING:

At Tuesday’s meeting, Planning Commission had one item on its agenda. Vista Springs Development requested a change of use of the property at 6046 Brecksville Road from U-5 to include U-3 to permit construction of an assisted living and memory care facility. The proposal from Vista Springs includes an 85,000 square foot building with 70 assisted living and 24 memory support units. The Planning Commission approved the project site plan and recommended the change in use to City Council. Legislation authorizing the change in use requested by Vista Springs will be on the December 13th City Council meeting agenda.

Planning Commission also held a Public Hearing for the Oak Knoll Subdivision preliminary plan. The Ziss Construction Company, Inc. is requesting preliminary plan approval for a subdivision consisting of 9 sublots. The Public Hearing began at 6:00 pm and lasted until around 8:00 pm. During that time several residents expressed their thoughts and opinions about the Oak Knoll preliminary plan. Due to the volume of residents requesting to speak, Planning Commission continued the Public Hearing until January 3rd at 6:00 pm. At that time, Planning Commission will reconvene to continue the Public Hearing so all interested residents have a chance to participate.

CRAIN’S CLEVELAND BUSINESS:

Crain’s Cleveland Business recently published a list of the largest (ranked by square feet) office leases for 2016. Of the thirty-seven lease transactions listed, Independence had three leases in the top twenty. The lease transactions listed by Crain’s in Independence include the following:

- Sterling Infosystems Inc. (15), 37,765 sq. ft. Freedom Square III
- ViaSat (19), 31,341 sq. ft. Rockside Center III
- Electronic Merchant Systems, 30,893 sq. ft. Crown Centre

WEATHERHEAD 100:

The Weatherhead 100 identifies the 100 fastest growing companies in Northeast Ohio. Winning companies are recognized for growth in net sales over the past five years – from at least $100,000 to at least $1,000,000. Wellness IQ (1) and TalentLaunch (77) have been recognized as 2016 Weatherhead 100 companies. Fleet Response (7) was also recognized as a 2016 Weatherhead 100 Centurion company. Weatherhead 100 Centurions are fast-growing companies with at least $100,000,000 net sales last year. Congratulations to all the Independence companies recognized with this honor.
HOME2 SUITES BY HILTON:

Home2 Suites by Hilton held a Ribbon Cutting Ceremony on Thursday, December 8th, to officially celebrate the opening of its doors this week. Owned by Cloverleaf Partners, Home2 Suites is the City’s 14th hotel and brings 105 additional hotel rooms to Independence for a total of just over 2,100 rooms!

TASTE OF THE VALLEY:

Cuyahoga Valley Chamber of Commerce is hosting their first annual Taste of the Valley on Thursday, January 26th, 2017, from 4:30 pm to 9:00 pm at the Holiday Inn in Independence. Local restaurants and caterers will be providing a variety of delicious food selections for patrons to sample.

Tickets purchased in advance are $25 for adults and children 13 and under, are $10 per child. Tickets for adults at the door will be $30. So mark your calendars and purchase your tickets now for this outstanding event.

DALE CARNEGIE GRADUATION:

Over 70 people were in attendance on Tuesday, December 6th at Independence High School to support and congratulate the 24 students who graduated from the Dale Carnegie Skills for Success for Young People course. Parents, faculty, and all involved were impressed with the confidence and self-assurance exhibited by the students as they made their final presentations. Throughout this 8-week program, students developed their skills in communicating effectively as well as decision making, goal setting, and stress reduction, which all work together to create strong leaders who are better prepared to face the daily challenges of life. The course provides students with the skills they need to reach their goals and live up to their full potential – at school, home and work. Skills for Success for Young People, in its third year is a joint effort between the City, Schools and families...all stakeholders in the success of our youth!

SENIOR ORGANIZATION CHRISTMAS PARTY:

The City’s Senior Organization held their annual Christmas Party today at the Independence Holiday Inn. 157 seniors attended this festive event along with a few employees of the Civic Center who work closest with our senior population.

I would like to thank the officers of the Senior Organization for inviting me and my wife, Michelle, to attend. This holiday party is a wonderful celebration of community and friendship and hopefully, it is a tradition that will continue for many, many years to come.
DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments for the week ending December 2, 2016.

The Building Department Reported-

- 4 Sets of Plans were sent to the Plans Examiner
- 7 Commercial Permits were issued
- 17 Commercial Inspections performed
- Plans were approved for 5000 Rockside Road, #260, Northeast Podiary Group; 1,081 sq. ft. tenant build-out.
- An Occupancy Permit was issued for 6155 Rockside Road #305, Beacon Hill Staffing; 3,660 sq. ft. tenant build-out.
- 13 Residential Permits were issued
- 10 Residential Inspections performed
- 2 contractors were registered, 618 registrations year-to-date
- Property Maintenance Inspections:
  - 273 Houses inspected
  - 1 house with violations
- 14 signs removed from Right-of-Way

The Engineering Department Reported-

- Two permits were issued
  - Grade Permit at 7885 Victoria Circle
  - Change of Grade Permit at 7008 Kingscote Park
  - Topographic Plan for a new home was approved for 6606 Bexley Court Sublot 13.
- South Shore Cable reported that the pole on Beverly Drive was scheduled to be removed on December 7th.
- A resident notice was hand delivered to the residents on Hillside Road regarding a section of the road that was to be repaved.
  - The new asphalt was placed and completed on Hillside Road at the future intersection of Chestnut Woods, Section 3 – Phase 4 and Hillside Road.
- A Swift Reach message was sent to the residents in the area of the Beechwood Project regarding the final phase of road construction.
  - Concrete roadway pavements were completed
  - Mailboxes were returned to their locations on Maple Leaf Lane and Hickory Nut Lane
- Sidewalks were installed on Serio Drive
• A meeting with ODOT representatives took place to discuss the “Implementation Plan” for the flashing yellow turn signals which will be part of the final improvements in the Rockside Road Widening & I-77 Southbound Entrance Ramp Widening Project.

• Engineering is reviewing the active files of new homes and closing out permits and returning deposit funds.

• They are working on updating the Maps in the Fire Department.

• A letter was sent to HNTB regarding all the costs the City expended to respond to the pipe collapse on Oak Tree Boulevard, North.

The Fire Department Reported-

• They have implemented a web-based scheduling system which will gradually eliminate the need for scheduling paperwork. All requests for scheduling changes can now be done through the web-based application.

• Civil Service will be certifying a new entry-level firefighter list on Dec. 12th.

• They are working with HR to update multiple ordinances that govern the department’s lieutenants.

• The Fire Department hosted a very informative natural gas safety class at the City’s station the week ending December 2nd. The well-attended class was presented by Don McBride from Dominion East Ohio Gas and was open to area police and fire departments as well.

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<thead>
<tr>
<th>Week</th>
<th>YTD</th>
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<tbody>
<tr>
<td>EMS Incidents</td>
<td>26</td>
</tr>
<tr>
<td>Fire Incidents</td>
<td>8</td>
</tr>
</tbody>
</table>

• Mutual Aid:
  • Engine Responses | 0 | 18 |
  • Squad Responses | 0 | 38 |

The Police Department Reported-

• On November 29, WTAM held their second annual Heroin Town Hall presentation. Chief Kilbane joined Attorney General Mike DeWine and several other area police chiefs to discuss law enforcement’s efforts to address the issues of heroin in our communities.

<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>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>2</td>
<td>34</td>
<td>3</td>
<td>6</td>
<td>189</td>
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The Recreation Department Reported-

- The Tucker Neale Black Friday Basketball Tournament brought in over 2000 people at the Field House.
- The High School Swim Team had a swim meet against Olmstead Falls on Tuesday, November 29th at the Civic Center that filled the pool seating balcony to capacity.
- A meeting was held to discuss the details and logistics of a Cavs Academy Basketball Camp which is planned for December 27th at the Field House.
- A new copy machine was delivered to the Field house which will produce copies much faster and have the option of color, fax, and scan capabilities.
- The Rec Staff has been busy this week vacuuming leaves on the lawn areas at the old middle school, Selig and Route 21, and in front of City Hall.
- They are using a new style laser light in the outside courtyard of the Civic Center which should give this area a nice look.
- April Lemke was trained in the computer operation side of the new Pool Pak air handling unit. We now have the capability to adjust some temperature set points which greatly improves the pool atmosphere when we have swim team practice and meets.

The Service Department Reported-

- Leaf volume has begun to drop so we hope to be done with leaves no later than 12/17/2016.
- The Service Department has collected 6495 yards of leaves so far this year, with expectations of reaching closer to 8000 by the end of the season.
- Friday Specia. Pick-Ups: 47
  - Trash: 0
  - Metals: 13
  - HHW: 34
- 2 Toter Cans Delivered
- 1 Toter Can Repaired
- Chipper out ½ day
- General Shop Cleaning
- Yard waste pushed two times
- Ordered 200 Tons of Salt
- 30 Work Orders created
- 30 Work Orders completed
- Installed all of the swags on the street signs
- Installed wreaths throughout all the City Buildings
- Installed 4 ft. by 16 ft. sign on the Square for Tree Lighting

Stay safe this weekend!