MEMORANDUM

To: Council Members and Department Directors
From: Mayor Anthony L. Togliatti
Date: May 12, 2017
Re: Administrative Update

MAY COUNCIL RESULTS:

The Legislative Agenda for the May 2017 Council Meeting held this past Tuesday contained 13 pieces of legislation.

Three (3) Ordinances appeared on Second Reading of which two (2) were passed unanimously (7-0). Ordinance 2016-150 requiring the periodic review of all City programs and services charging a fee was removed from the agenda.

Ten (10) Ordinances were introduced on First Reading, of which Eight (8) were enacted (7-0).

The remaining two (2) Ordinances were left on First Reading:

➢ 2017-68 authorizing Change Order No. 1 to the contract with B & B Wrecking & Excavating, Inc. for demolition of the old Independence Middle School and removal and proper disposal of all residual hazardous/regulated materials from the site.

➢ 2017-69 authorizing the Mayor to enter into easement agreements in connection with the Hemlock All Purpose Trail Project.

A special Thank you to Deacon James Vincent of St. Michael’s Church for joining us and for providing the opening prayer before our Council Meeting.

COUNCIL WORKSHOP AND PUBLIC MEETING:

This past Wednesday Council had a very productive meeting to discuss the City’s/residents possible zoning options for Brecksville Road, between Rockside Road and I-480. Thank you to Economic Development Director Jeremy Rowan and representative from planning and zoning
consultants, McBride Dale Clarion, Ms. Elizabeth Fields, for their very thorough presentation of the topic at hand.

A Public Meeting was subsequently held that evening at 7:00 pm at the Civic Center to inform and discuss the zoning analysis with existing homeowners and property owners in the area affected. Meeting participants were presented information about the development history, existing conditions and current development trends affecting this area. Included in the discussion of the zoning analysis was a review of the existing development regulations along with recommendations for new zoning districts or tools, which would allow for more predictability in the development review process and accommodation of future development in this area.

Meeting participants were also provided with an opportunity to share their thoughts, comments, and ideas so that as the City moves forward with this analysis, the goals of the district stakeholders are at the forefront of the process.

The actual Power Point presentation and materials provided at the meeting will be available on the City’s website for anyone who is interested in reviewing them early next week.

CUYAHOGA MAYORS AND MANAGERS ASSOCIATION MEETING:

The Cuyahoga County Mayors and Managers Association held a joint meeting with the Northeast Ohio Mayors and City Managers Association Thursday at the Lakewood Women's Pavilion. Eliza Wing, Chief Communications Officer for Cuyahoga County briefed the group on the Opioid Initiative Marketing Task Force "Opioids: Know the Risks" campaign that was kicked off in April during a press conference at the Cuyahoga County Medical Examiner's Office.

The campaign has been in production since last summer with the goal of creating awareness about the dangers of taking opioids and how they can unwittingly lead to addiction. Brian Flynn of WOIO Channel 19 also informed the group of Channel 19's "Spot The Signs" initiative that educates friends and family of what signs to look for if you suspect opiate or heroin use.

UPCOMING MEETINGS:

A Council Workshop is scheduled for Tuesday, May 16 at 4:30 pm, in the Building Annex Conference Room to discuss the draft of the RFQ for the proposed Heritage Park and Streetscape. Council will find a draft of the RFQ for your review in your Council Packet this evening.

A Safety Committee meeting is scheduled for Tuesday, May 23 at 4:30 pm, in the Building Annex Conference Room to receive an update on upcoming items for both the Fire and Police Departments.
US ARMY CORPS OF ENGINEERS FLOOD STUDY:

The U.S. Army Corps of Engineers-Buffalo District has been studying the feasibility of a flood risk management project along the Cuyahoga River. The purpose of the project is to reduce the risk of flooding within the primarily light industrial and commercial area of Commerce Park Oval and Old Rockside road.

For anyone who is interested in viewing the findings of this study and/or providing their comments, please feel free to access this link: http://bit.ly/1rb-comment. The link will continue to be available for viewing for the next 30 days until June 16, 2017.

OLD MIDDLE SCHOOL DEMOLITION UPDATE:

The contractor has completed knocking down the building. This week, they demolished the foundations for the building. After reviewing various options for salvaging the chimney, the City determined that the costs were prohibitive to salvage the chimney and convert it to a clock tower. The chimney was taken down yesterday.

This week, the Contractor has been crushing the brick and block work and using the processed material as backfill for the excavation. Once the backfilling is complete, the site will be fine-graded and seeded.

I.H.S. PROM:

This evening the Independence High School students will be enjoying their annual spring Prom. If you are out and about this afternoon, you may catch a glimpse of students modeling their Prom attire and gathering for pictures in various areas across the City.

Best wishes to all the students who are attending for a safe and enjoyable evening!

“VICTORIAN TEA” EVENT:

Congratulations to Pete Kormos Adult Programmer and the Community Services Team for hosting a Victorian Tea Party for many of our lady seniors on Thursday, May 11th. Forty lovely ladies attended this elegant luncheon and had a wonderful time!

Also, kudos to Community Services Coordinator Jenny Flynn and members of the Community Services Team who put
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together a great Health Fair this morning, May 12th from 9:00 am to noon at the Civic Center. There were 47 vendors that attended this interactive event which was designed to provide educational information and health screenings. Over 200 residents attended this program promoting wellness.

DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments for the week ending May 5, 2017.

The Building Department Reported-

- 2 Sets of plans were sent to the Plans Examiner
- 16 Commercial Permits were issued
- 25 Commercial Inspections performed
- 34 Residential Permits were issued
- 18 Residential Inspections performed
- 12 contractors were registered for 2017, 449 registrations year-to-date
- 0 new Residential Properties registered, 19 registrations year-to-date
- Occupancy Permits were issued for:
  - 6200 Oak Tree Blvd., #100, ADECCO for 4,000 sq. ft. tenant build-out.
- Two signs were removed from the Right-of-Way
- Plans were reviewed and approved for 7129 Hawthorn Trace, Pulte Homes for a new 3,746 sq. ft. single family dwelling.

The Engineering Department Reported-

- Applications were prepared and submitted to NEORSD for the Community Cost Share Program.
  - These applications are for funding assistance for the alternates under the Creek Maintenance Contract.
- Crack seal work this week was put on hold due to the week of rain; however, Specialized Construction plans to reconvene work beginning the week of May 8.
- Geotech has begun installing the underdrains along the south side of Selig Drive.
- The HDD sewer was successfully pulled into place on the Rockside Woods Boulevard South – Sanitary Sewer Extension Project.
- The Engineering Department attended a Utilities & Sewers Committee meeting to discuss flooding issues, and proposed modifications to our storm water management and erosion and sediment control ordinances.
A Notice was distributed to the residents of Oakwood Drive to inform them that Dominion East Ohio Gas, 1127, Inc. would be installing a new gas main on their street beginning Monday, May 8, and is anticipated to be completed in a two-week time period.
  o Chestnut Road, Poplar Drive and West Ash are also included as part of an overall gas main replacement project in that area.
  o The overall project is expected to take 2 to 3 months to complete.
- OUPS Tickets were reviewed and contractors were contacted for any scheduled work without a permit.
  o Inspections were made at job sites where contractors did not respond and obtain permits.

The Community Services Department Reported:

- The following statistics comparing April of 2017 to April 2016:

<table>
<thead>
<tr>
<th></th>
<th>April 2016</th>
<th>versus</th>
<th>April 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front Desk Incoming Calls:</td>
<td>1,571</td>
<td>1,776</td>
<td></td>
</tr>
<tr>
<td>Total # Rental Attendance:</td>
<td>2,532</td>
<td>2,428</td>
<td></td>
</tr>
<tr>
<td>Room Rental Revenue</td>
<td>$17,202</td>
<td>$11,095</td>
<td></td>
</tr>
<tr>
<td>Community Café Revenue</td>
<td>$88.75</td>
<td>$233</td>
<td></td>
</tr>
<tr>
<td>City Program Attendance</td>
<td>4,064</td>
<td>3,490</td>
<td></td>
</tr>
<tr>
<td>Programs/Trips Revenue</td>
<td>$145,534</td>
<td>$102,471</td>
<td></td>
</tr>
<tr>
<td>Internet Transaction Revenue</td>
<td>$9,845</td>
<td>$10,376</td>
<td></td>
</tr>
<tr>
<td>No. of Bus Trips</td>
<td>10 Trips</td>
<td>11 Trips</td>
<td></td>
</tr>
<tr>
<td>Trip Participation</td>
<td>409</td>
<td>370</td>
<td></td>
</tr>
<tr>
<td>Meals on Wheels</td>
<td>10 Seniors</td>
<td>12 Seniors</td>
<td></td>
</tr>
<tr>
<td>Senior Transports</td>
<td>183 Transports</td>
<td>186 Transports</td>
<td></td>
</tr>
<tr>
<td>Senior Transportation Revenue</td>
<td>$164</td>
<td>$71</td>
<td></td>
</tr>
</tbody>
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The Recreation Department Reported:

- On Sunday, April 30, the Liberty Station Building was scheduled for its first rental since it has been made available for residents to rent for parties and showers.
- The lifeguard staff has begun working to clean up the outdoor pool building to get it ready to open at the end of May.
- Had another meeting with the City Planner to discuss the Civic Center landscape plan.
  o No major work will begin until September; however, work will begin to address a drainage issue that exists and to work on a curbed area in the parking.
• Elmwood Pond was stocked with fish from Fender Fish in preparation for the upcoming Kiwanis Fishing Derby.
• Staff assisted in the cleaning of the Civic Center and preparation for the Civic Center’s 25th Anniversary Celebration.
• Staff working to convert their multipurpose machine from winter snow mode to summer’s grass cutting mode.
• New screens for the tennis/pickle ball court were received and will be installed as soon as possible.

The Clerk of Courts Reported-

<table>
<thead>
<tr>
<th></th>
<th>April 2016</th>
<th>April 2017</th>
</tr>
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<tbody>
<tr>
<td>Tickets Written</td>
<td>346</td>
<td>264</td>
</tr>
<tr>
<td>Traffic Cases</td>
<td>231</td>
<td>218</td>
</tr>
<tr>
<td>Criminal Cases</td>
<td>19</td>
<td>16</td>
</tr>
<tr>
<td>OVI Cases</td>
<td>7</td>
<td>0</td>
</tr>
<tr>
<td>Felony Cases</td>
<td>6</td>
<td>0</td>
</tr>
<tr>
<td>Parking Cases</td>
<td>4</td>
<td>9</td>
</tr>
<tr>
<td>Fine &amp; Costs Collected</td>
<td>$33,824.00</td>
<td>$41,853.00</td>
</tr>
<tr>
<td>Check to City</td>
<td>$23,954.00</td>
<td>$31,671.00</td>
</tr>
</tbody>
</table>

The Police Department Reported-

<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>38</td>
<td>0</td>
<td>16</td>
<td>383</td>
</tr>
</tbody>
</table>

The Fire Department Reported-

• The Fire Department recently welcomed two new firefighters to their roster, Dave Bronza and David Javor. Both are great additions to the Indy team and are working hard to learn the City’s fire apparatus in order to obtain full clearance as fire/medics.
• The Chief, Assistant Chief and several firefighters attended the Fire Department Instructors Conference in Indianapolis the last week of April. This conference is very informative and educational on various fire related topics. It is also one of the largest vendor trade shows in the Midwest.
• The Independence Fire Department participated in an active shooter drill at Cinemark in Valley View on Saturday, April 29th. This was a multiagency exercise with personnel from many area departments and Metro Health. The drill was very beneficial helping the
guys learn what does and does not work in this type of setting which presents unique challenges.

- The installation of the grant funded MagnaGrip Exhaust Capture System was anticipated to be complete this week.
- The City’s Dispatch Console upgrade is complete and the final reimbursement is projected to be $30,000. In total we received $200,000 from the state for a $393,000 project.

<table>
<thead>
<tr>
<th>Week</th>
<th>YTD</th>
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<tbody>
<tr>
<td>EMS Incidents</td>
<td>27</td>
</tr>
<tr>
<td>Fire Incidents</td>
<td>13</td>
</tr>
<tr>
<td>Mutual Aid:</td>
<td></td>
</tr>
<tr>
<td>Engine Responses</td>
<td>0</td>
</tr>
<tr>
<td>Squad Responses</td>
<td>0</td>
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The Service Department Reported:

- The department sold 25 yard waste Toter carts. Total sold this year – 64 Toter carts.
- There were 50 loads of compost delivered. Total loads year-to-date – 235 loads which equates to 1175 yards.
- Friday Special Pick-Ups: 33
  - Trash: 0
  - Metals: 10
  - HHW: 33
- 2 Toter loaner cans delivered
- 4 Temporary Mailboxes installed
- 1 Mailbox repaired
- Chipper out 3 days
- Sweeper out 2 days
- General Shop Cleaning
- Completed a final wash on all salt trucks
- Installed 1 Stop Sign
- Installed 2 signs for the Park Department
- Assisted Rec with the assembly of Zuber Field bleachers
- Began 4-10 hour shifts with 3 landscape crews
- Pushed yard waste at compost site
- Drained the compost retention pond
- 21 Work Orders Created
16 Work Orders Completed

Remember to treat your mom this Sunday!
Have a fun weekend!

Happy Mother's Day!