MEMORANDUM

To: Council Members and Department Directors

From: Mayor Anthony L. Togliatti

Date: September 15, 2017

Re: Administrative Update

SEPTEMBER COUNCIL RESULTS:

The Legislative Agenda for the September 2017 Council Meeting held this past Tuesday contained 19 pieces of legislation.

Four (4) Ordinances appeared on Second Reading. Ordinances 2017-19 and 2017-20 were referred to a Workshop:

2017-19 – An Ordinance amending certain provisions of Chapter 1381, controlling post-construction water quality runoff of the City’s Codified Ordinances and Stormwater Plans.

2017-20 – An Ordinance amending certain provisions of Chapter 1380, controlling construction site soil erosion, sediment and other wastes and stormwater runoff of the City’s Codified Ordinances and Stormwater Plans.

Ordinance 2017-81 requiring the periodic review of all Codified Ordinances of the City was Removed from the Agenda.

Ordinance 2017-91 accepting the proposal of Environmental Design Group for Professional Services was Adopted (6-1; Kapusta-No) as amended. The legislation was amended to reflect that design services are to be utilized for streetscape projects for certain City-owned property located in the downtown area and Brecksville Road.

Fourteen (14) Ordinances were introduced on First Reading, of which eight (8) were enacted (7-0).
Action on the remaining Ordinances was as follows:

- **Ordinance 2017-104** authorizing the expenditure of funds to the City’s Planner for various professional City Planning Services was **Adopted as amended (7-0)** authorizing encumbrances in an amount not to exceed $10,000 for professional City Planning Services.

- **Ordinance 2017-105** accepting the Bids for snow plowing services for municipal lots and senior citizens/disabled persons/active military residents for the 2017 – 2018 snow season, was left on **First Reading**.

- **Ordinance 2017-112** approving the dedication plat for Plaza Drive and authorizing the Mayor to execute an easement agreement relative to Plaza Drive was also left on **First Reading**.

- **Ordinance 2017-114** enacting new Chapter 1383 of the Codified Ordinances of the City of Independence to provide regulations for protected Hillside Zone Areas was **Referred to a Workshop**.

- **Ordinance 2017-115** authorizing the appropriation of property located on Oakwood Drive, Independence OH (PPN 562-31-017; PPN 562-31-015; PPN 562-31-016) for highway purposes, as a result of the Oakwood Drive resurfacing and improvement project was **Adopted (6-1; Trakas-No)**.

One (1) Resolution also appeared on **First Reading**. **Resolution 2017-3** accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary Tax Levies and certifying them to the County Fiscal Officer was **Adopted (7-0)**.

A special **Thank you** to **Pastor Lorrin Radzick** of the Independence and Seven Hills United Methodist Church for joining us and for providing the opening prayer before our Council Meeting.

**COMMUNITY SERVICES COMMITTEE MEETING:**

A **Community Services Meeting** was held on Wednesday, September 13 at 4:30 pm in the Council Caucus Room. A variety of topics were addressed and reviewed. Clerk of Courts, Angie Zidanic provided the Committee the following summary regarding Drug Prevention Initiatives that the school and City are currently partnering on:

- **Community Perception Survey:** The communities of Independence, Brecksville, Broadview Heights and North Royalton are working hard to better understand youth risk and protective behaviors in each community. As part of this effort, we embarked on a joint Community Perception Survey to collect information about alcohol, marijuana, tobacco and prescription drug use among youth.
The Survey closed on July 14th with nearly 1,300 respondents. Of those, 300 were from Independence (23%), 301 from Broadview Hts. (23%), 347 from Brecksville (27%), and 246 (19%) from North Royalton. Our researcher from the Case Western Reserve Begun Center is working on compiling the data. When it is finished, each City will receive their own report along with the aggregate data (no partner City will receive the other’s individual results). The results will help guide prevention efforts in each community.

One of the most shocking answers was that 20% of respondents have had a friend or family member who has died due to heroin overdose.

- **Ohio Joint Study Committee on Drug Use Prevention Education Report**: Independence was recently singled out by the Ohio Attorney General’s Office to act as a “case study” for the Ohio Joint Study Committee on Drug Use Prevention Education. The Study Committee is made up of 24 members from across the state, and includes teachers, superintendents, substance abuse preventionists, elected officials, law enforcement officers, and other professionals. The Committee was charged with examining how communities can implement consistent, age-appropriate drug messaging, particularly in schools.

  When Randi Ostry, former resident and Director of Statewide Substance Use Education informed them that Independence was looking at the recommendations at BOTH the community level and through our schools, they chose us! The collaborative approach that Independence is taking is exactly what they had hoped for when issuing the report, and they are looking to use the lessons learned from Independence to guide their strategic planning for the next 15 months.

- **K-12 Drug Prevention Education Curriculum**: We are happy to report that the Independence Local Schools’ Health and Science Teachers were trained this year in the National Institute on Drug Abuse’s “Brain Power” drug prevention education curriculum, and St. Michael School teachers will be trained in November.

  The program begins in Kindergarten and continues through the High School years, teaching age-appropriate information on how the brain works, the effects of drugs on the brain, and the process of addiction. Brain Power is one of the prevention resources approved by the State Attorney General’s Office.

- **Town Hall Meeting – Is Being a Good Parent Good Enough?**: September and October have presented scheduling challenges, either with speakers or fall sports. Mary Dolejs and I have contacted Annie McGhee to collaborate on a date in November. Our plan is to keep the presenter list short and supplement with a panel of treatment, recovery and prevention specialists to answer questions and provide handouts.

Community Services Director Marilyn Senick and Recreation Director Tom Walchanowicz were also present to provide information relating to programming (recent and proposed) in their departments in addition to reviewing both department’s capital and proposed Five-Year Budget.
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Plans. Other topics discussed included the outdoor Pool Grandparent Pass Ordinance and future Civic Center Renovations.

Thank you to Chairperson Kathleen Kapusta for organizing and leading the Committee in a very productive and informative meeting.

PERSONNEL ANNOUNCEMENTS:

As you have been aware, Marilyn Senick has been serving as the City’s Interim Community Services Director since the position became vacant this past June. Marilyn and her team were successfully able to keep the engines running and do their part in contributing to a great Home Days as well as continuing to provide the wonderful programming/services that Community Services is noted for.

Because of Marilyn’s capable performance, management ability and many years of experience in the Community Services Department, I have officially named Marilyn Senick as the City’s Community Services Director. Marilyn has done an outstanding job and I am confident she will continue to be successful in her new role. Congratulations Marilyn and thank you for your dedication to the Community Services Department!

In addition, Renee Krysiak will be assuming a portion of the responsibilities of the Adult Programmer position in the Community Services Department. Renee currently works part time in the Finance Department but will now split her time between her Finance position and the new Adult Programmer position. I wish Renee the best of luck as she assumes her new role in the Community Services Department!

STATE OF THE CITY ADDRESS AND LUNCHEON:

Please mark your calendars for the Mayor’s Annual State of the City Address and Luncheon to be held on Friday, October 6th at the Independence Civic Center beginning at noon. Doors will be open at 11:30 am. Anyone wishing to attend this event will need to RSVP by calling 216.524.7373 by Thursday, September 28th.

SMOKE-FREE CAMPUS:

As of Wednesday, September 13, 2017, the Independence City Campus became Smoke Free. Ordinance 2017- 44 prohibits smoking in all City buildings, within City property and within any City-owned vehicle. Smoke Free Campus Signs have been installed at various locations throughout the campus area. Anyone who violates this
Ordinance will be charged with a minor misdemeanor and enforcement of this Ordinance will be implemented by the police department.

**NEW BALANCE COMMERCIAL:**

If you were driving down through the center of town on Monday, September 11th, you may have seen some commotion taking place in the area of Carlos’s Barbershop.

You will be excited to know that a commercial was being shot for New Balance tennis shoes and was highlighting one of the Cleveland Indian’s star players, Francisco Lindor! We were told the commercial will air sometime during the play-offs! Go Windians!

**WEST CREEK CONSERVANCY:**

The West Creek Conservancy is sponsoring a 5K Trail Run on Saturday, October 28 to raise money to continue the good works they do to enrich the lives of people in Greater Cleveland by conserving natural habitats, restoring the ecological value and sustainability of urban lands, and expanding neighborhood opportunities to experience nature.

For more information about this upcoming event or to learn more about West Creek Conservancy’s work, please visit [www.westcreek.org](http://www.westcreek.org) or call 216.749.3720.

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**CREATURES IN THE FOREST**

**5K TRAIL RUN**

**RACE DAY TIME SCHEDULE**
- 8:00-8:45am Packet Pick up  
- 9:00am 5K Race  
- 9:15am 1-Mile Walk/Run & Trot for Treats

**INCLUDED WITH RACE ENTRY:**
- Trail Run with bib tag and chip timing  
- Race bandana/t-shirt (5K runners only)  
- Post race food and drinks  
- Trick or Treating 1-Mile hike for kids & Music

- Post race festivities include: awards, food trucks, spirits, and music.

For questions or to learn more about sponsorship opportunities, please contact Dawn Petkov at 216-749-3720 ext. 10.

Proceeds will benefit West Creek Conservancy’s efforts in creating a Greener Greater Cleveland!
FARMERS MARKET:

The City will host the final Farmer’s Market in front of the former site of the old middle school on Sunday, September 17. Farm fresh fruits and vegetables will be available for sale from 9:00 am to 1:00 pm. Come and enjoy a delicious selection of this year’s harvest before it is gone!

DEPARTMENTAL REPORTS:

Following are some highlights of recent activity, updates, events and/or statistics from various departments for the week ending September 8, 2017.

The Building Department Reported-

- 2 Sets of plans were sent to the Plans Examiner
- 3 Commercial Permits were issued
- 2 Commercial Inspections were performed
- 18 Residential Permits were issued
- 48 Residential Inspections were performed
- 4 contractors were registered for 2017, 564 registrations year-to-date
- 3 signs were removed from the Right-of-Way
- Results of the September 5th Planning Commission Meeting:
  - A minor subdivision lot split was Approved for Stone Road, Ziss Brothers (Oak Knoll)
- Home Exterior Maintenance Inspections:
  - 237 Houses inspected
  - 1 house with violations
  - Streets inspected:
    - Rita Drive
    - Renwood Road
    - North Renwood Road
    - Ivandale Road
    - Oval Drive
    - Parkland Drive
    - Highland drive
    - Pleasant Valley
The Engineering Department Reported-

- **Water Main Breaks**
  - 5406 E. Pleasant Valley Road water main valve repair
    - Cleveland Water made necessary repairs and CATT’s performed the roadway repairs.
  - 4950 Valley Woods Drive – Cleveland Water was notified.
  - 7393 Forest Woods Drive
    - Cleveland Water completed necessary repairs. All work performed in the tree lawn.
  - 5216 E. Pleasant Valley
    - Cleveland Water completed necessary repairs.
    - Service Department installed LSM for the base repair of the road.
    - CATT’s performed the roadway repairs.
- Two (2) permits were issued.
  - One (1) permit to repair a driveway at 7400 Longano Drive
  - One (1) to install fiber optic cable at Valley Belt Road.
- A Sanitary Sewer re-inspection at 7632 Treelawn Drive was found to be compliant.
- A Final Grade re-inspection at 4995 Lake Charles Drive, sublot 1 was found to be compliant.
- The Elmwood Pond dredging operations began this week as part of the 2017 Creek and Infrastructure Maintenance contract.
- A Preconstruction Meeting was conducted with CATT’s Construction for the 2017 Concrete Road Maintenance and Repairs Contract.
- Coordination efforts continue with consultants from R.E. Warner & Associates and Michael Baker International to finalize plans, bid documents and environmental permits for the Hemlock Trail Project.
- The new concrete pavement was substantially completed on Great Oaks Parkway.
- A letter was sent to residents on Oakwood Drive regarding the replacement of trees that were removed during the construction process.
  - Fabrizi Trucking and Paving continued to perform water main installation.
    - While the water main was flushed, chlorinated and tested, Fabrizi performed drainage and storm sewer work.
- 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.

The Fire Department Reported-

- Firefighter Jason Fellows and his wife Samantha welcomed their new baby girl, Kori Lynn to their family. Congratulations Jason!
Fire Department Food Drive – Because of the success of last year’s food drive, at which they collected over 1,000 pounds of food for a local food bank, they are planning on holding another drive this year which will be scheduled for mid-November. More information will be available once the event details are finalized.

<table>
<thead>
<tr>
<th>Week</th>
<th>YTD</th>
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<tbody>
<tr>
<td>EMS Incidents</td>
<td>25</td>
</tr>
<tr>
<td>Fire Incidents</td>
<td>3</td>
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</tbody>
</table>

Mutual Aid:
- Engine Responses | 0 | 11 |
- Squad Responses | 0 | 26 |

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>
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</thead>
<tbody>
<tr>
<td>15</td>
<td>2</td>
<td>56</td>
<td>1</td>
<td>2</td>
<td>285</td>
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The Clerk of Courts reported the following statistics for August 2016 versus August 2017:

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<thead>
<tr>
<th></th>
<th>Aug., 2016</th>
<th>Aug., 2017</th>
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<tbody>
<tr>
<td>Tickets Written</td>
<td>282</td>
<td>352</td>
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<tr>
<td>Traffic Cases</td>
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<td>296</td>
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<td>Criminal Cases</td>
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<td>19</td>
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<tr>
<td>OVI Cases</td>
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<tr>
<td>Parking Cases</td>
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<tr>
<td>Fine &amp; Costs Collected</td>
<td>$40,938.00</td>
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<tr>
<td>Check to City</td>
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<td>$40,378.00</td>
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The Recreation Department Reported:

- Attendance at the outdoor pool on Monday, September 4, was over 350 people.
- Team selection and a coaches meeting was held on Tuesday, September 5, for the City’s Flag Football Program.
  - There are 50 children in the 3rd through 6th grade program and 71 children in the K through 3rd program.
Some of the staff poured 8 yards of concrete for the sidewalks and the inner circle at the Field House.

A Soccer coaches meeting for the 3 and 4 year old age group was held on Wednesday, September 6. 56 children are participating in this program.

The Board of Health performed a surprise inspection of the indoor pools on Thursday, September 7 and we are happy to report the pools passed without any issues.

Soccer Coaches held a meeting on Thursday, September 7, for the 5 year old children. There will be 30 children participating on 3 teams.

On Friday, September 8, Recreation completed 8 deliveries of tables and chairs. (55 tables, 153 chairs)

On Friday, September 8, staff poured 9 yards of cement on the outer perimeter of the Field House drop-off area.

A Fencing Tournament was held at the Field House over the weekend of Sept. 9-10. “Fencers Attacking Diabetes”

The following progress was made on the Field House Project this week:
- Continued grading down the center high areas.
- Formed and poured 17 yards of concrete.
- Spread and compacted 40 tons of base materials
- Completed and excavation of all the sidewalk areas
- Removed more of the old curbing.

Enjoy the beautiful weather this weekend!