
MEMORANDUM

TO: Members of Council
FROM: Tanisha R. Briley, City Manager
DATE: May 20, 2016
RE: May 23, 2016

MEETINGS & REMINDERS

Monday, May 23 - 6:15 p.m. - Committee of the Whole

GENERAL INFORMATION

1. Enclosed are the Council Update and Agenda.
 2. Enclosed is a Community Outreach update from the Vice City Manager.
 3. Enclosed is an update from the Public Works Director.
 4. Enclosed is the weekly water report from the Utilities Commissioner.
 5. Enclosed is an update from the Planning and Development Director.
 6. Enclosed is an update from the Parks and Recreation Director.
 7. Enclosed is the weekly activity report from the Fire Chief.
 8. Enclosed is the weekly activity report from the Police Chief.
 9. Enclosed is the weekly report from the Building Department.
 10. Enclosed are the minutes from the Architectural Board of Review.
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CHECKS BETWEEN \$10,000 - \$50,000

1. Mao, Xian - 13,533.53: Release of Fire Damage Fund (2640 Euclid Heights Blvd)
2. AV Remodeling - 26,128.29: Storefront Renovation Program for 2860 Noble Road (Grant/Loan)
3. C.B. Mullins Construction - 10,854.00: Deferred Loan Program (1392 Westover Road)
4. C.T. Consultants, Inc - 32,893.64: 2016 Surface Treatment Program, Road Resurfacing, Cedar Road Resurfacing, March, 2016 Retainer and Pavement Striping
5. Home Repair Resource Center - 10,208.33: Block Grant(Personnel), Block Grant(Housing Counselor) for April/May 2016
6. Lykins Oil Company - 11,321.54: Eco Supreme Clear Diesel 15 Ppm/#9 No Lead Gas w/Ethanol 87
7. Rumpke - 24,773.98: Solid Waste Disposal Bid Doc 13-02 (3yr Contract)
8. Badger Meter, Inc - 12,153.03: M170 2" Turbo Ade w/Transponder, M25 Ade w/Transponder
9. Cuyahoga Community College - 19,750.00: Quality Improvement Contracted - Second Billing
10. Lykins Oil Company - 11,002.40: #9 No Lead Gas W/Ethanol 87
11. Shamrock Companies - 25,161.78: Postage for Special Assessment Certified Mailing
12. Ted Kurland Associates - 17,500.00: Performance Deposit - Bela Fleck & The Flecktones 06/10/16
13. Wade Trim, Inc - 10,450.44: Professional Services - Sanitary Sewer Overflow Control Project

TRB/jkw
Enclosures



COUNCIL UPDATE

May 20, 2016

1. LEGISLATION

- As a result of May's five Mondays there is an extra week before legislation requests are due. Legislation for the Monday, June 7, 2016 City Council meeting will be included in next Friday's packet.

2. PARKING UPDATE

- Per the Mayor's request, a detailed memo will be transmitted to City Council containing the summary and recommendations regarding the mobile payment pilot program prior to its implementation.
- In advance of this more robust summary, please note that progress continues on the mobile payment pilot program. As directed by City Council, the three parking garages were identified to be used in a pilot that will introduced "pay by app" technology to our parking program. A Parking Advisory Committee was formed made up of business owners and SID staff. The committee has met a few times to discuss ideas and recommendations.
- The committee has reviewed and concurred with the City's selection of Passport Parking's mobile payment app for our pilot program. The Passport Parking agreement is under review in the Law Department and will be executed soon. In the meantime, all of the spaces in the garages have been mapped and submitted to Passport. As previously discussed with Council, the meters in the garages are all being upgraded to digital meters. They will then be outfitted with new signage provided by Passport.
- The next step is to flesh out the public campaign in preparation for the pilot's launch this summer. More details to follow in brief requested by Mayor Stephens.

3. ECONOMIC DEVELOPMENT DIRECTOR SEARCH

- Ratliff & Taylor, the local executive search firm selected for the EDD recruitment, is making good progress after a rocky start. They initially ran in to the same difficulty we faced with our internally led search, which is the fact this is a difficult position to fill and they have had to use additional resources beyond their initial plan in order to source qualified candidates who fit our profile.
- A total of 254 potential candidates have been reviewed, of which 192 were contacted, 8 were screened, and 4 have been interviewed by R & T. 2 of those 4 were recommended for screening with me and 1 candidate was retained in the process. Two additional candidates were reviewed today and are being screened by R & T in the next 10 days. If they are successful in that phase, I will meet with them for additional screening. If all goes well, we will have at least 3 candidates to bring on site for a full interview process during the week of May 30th.
- Please note that the search is ongoing and these numbers reflect a snapshot in time. R & T will continue to source candidates until the position is successfully filled.

4. WATER UTILITY UPDATE

- Cleveland City Council is now considering legislation to approve the four agreements this Council passed on May 2, 2016. The ordinance was introduced on 5/9; however, Cleveland City Council's process requires multiple readings of the legislation, and in this case, approval by the Finance committee and the Utilities committee. We anticipate final approval by June 6.
- In the meantime our staff continues to work closely with Cleveland Water staff on the intense and time consuming process of data and records transfer.
- We are also currently preparing an analysis of our billing process in order to determine if we should keep the billing of our local sewer and landfill charges in house or contract with Cleveland Water to add the charges to their bill and collect on our behalf. More to come.

5. TOP OF THE HILL

- Responses are due on Monday, May 23rd at 5:00pm. The review committee will meet next week to score and responsive and responsible proposals. More information continues to be added to the City's website to keep the public

informed, including questions submitted by interested developers and the City's responses.

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CLEVELAND HEIGHTS

Committee of the Whole

May 23, 2016

Agenda

1. Mayor's Update
2. Staff Updates
3. Master Plan Update
4. Executive Sessions: 1) To discuss, with an attorney for the public body, claims or disputes involving the public body that, in the judgment of such attorney, appear likely to be the subject of a future claim; 2) To consider the appointment of a public official

Memo

To: Tanisha Briley, City Manager
From: Tom Raguz, Finance Director
Date: May 20, 2016
Re: April 2016 Financial Report

Please see the attached April Financial Report. I have also included a summary below.

Review of General Fund

Revenue:

- General fund revenues are 1% more than April 2015:
 - Property Tax Collections decreased by \$404K (10%). This is in relation to the millage shift of .35 mills from the general fund to the bond retirement fund and also due to the decrease of our assessed valuation of 4% from collection year 2015.; and
 - Income tax collections increase of \$201,082 (3%). Collections and distributions of our income taxes as a result of the annual filing deadline are still in progress. Once this all is processed and distributed, we will have a more clear expectation of our year end collections.
- Overall general fund revenues are 36% of the estimated amount. This is the same percentage through April 2015.

Expenditures:

- Overall expenditures are 6% less than the previous year;
- Hospitalization expenses are at 32% of the budgeted amount and decreased 2% from last year;
- Public Works overtime expenses are \$132,803. Of this amount, \$102,929 is related to the general fund. Both are less when compared to last year;
- Fire Overtime expenses are \$48,435 compared to \$25,146 in April 2015. The amount budgeted is \$150,000;
- Police overtime expenses are \$47,232 compared to \$46,778 in April 2015. There is a budgeted amount of \$140,000 in this line item; and
- Total general fund expenditures are at 33% of the budgeted amount compared to 35% in April 2015.

Unencumbered Balance Report

The earned benefits fund shows a balance of (\$302,871). This fund accounts for all payments to employees related to sick, vacation and termination payouts. Of the amount above, approximately \$285K is related to employees that are paid from the general fund. There is a budgeted transfer from the general fund to this fund in the amount of \$630K in order to cover any payouts related to the general fund.

**CITY OF CLEVELAND HEIGHTS
REVIEW OF GENERAL FUND
AT APRIL 30, 2016**

REVENUES:	ANNUAL BUDGET	TO DATE 2016	% COLLECTED	TO DATE 2015	DIFF BTWN 2015/2016	% DIFF BTWN 2015/2016
PROPERTY TAXES	\$6,935,000	\$3,600,815	52%	\$4,004,938	(\$404,123)	-10%
MUNICIPAL INCOME TAX	\$24,260,000	\$7,362,911	30%	\$7,152,829	\$210,082	3%
OTHER LOCAL TAXES						
ADMISSION TAX	\$90,000	\$21,432	24%	\$40,456	(\$19,024)	-47%
HOTEL/MOTEL TAX	\$1,000	\$20	2%	\$138	(\$118)	-86%
STATE LEVIED/SHARED TAXES						
LCL GOVT FUND - COUNTY	\$1,350,000	\$418,267	31%	\$407,831	\$10,436	3%
LCL GOVT FUND - STATE	\$80,000	\$23,803	30%	\$57,430	(\$33,627)	-59%
INHERITANCE TAX	\$0	\$0	0%	\$0	\$0	0%
LIQUOR & BEER PERMITS	\$60,000	\$17,743	30%	\$9,337	\$8,406	90%
KILOWATT/PUBLIC UTILITY TAX	\$8,000	\$0	0%	\$4,721	(\$4,721)	0%
CIGARETTE TAX	\$0	\$15,542	0%	\$0	\$15,542	0%
INTERGOVERNMENTAL GRANTS & CONTRACTS						
STATE ROLLBACK REIMBURSEMENT	\$715,000	\$352,967	49%	\$0	\$352,967	#DIV/0!
STATE HOMESTEAD EXEMPTION REIMBURSEMENT	\$225,000	\$110,834	49%	\$0	\$110,834	#DIV/0!
COMMERCIAL ACTIVITY TAX	\$0	\$15,542	0%	\$0	\$15,542	#DIV/0!
OTHER	\$0	\$0	#DIV/0!	\$0	\$0	0%
OFFICE ON AGING	\$10,000	\$7,080	71%	\$3,117	\$3,963	127%
CHARGES FOR SERVICES						
REFUSE COLLECTION	\$2,200,000	\$714,721	32%	\$734,055	(\$19,334)	-3%
RECREATION, COMMUNITY CENTER & OFFICE ON AGING	\$1,050,000	\$372,143	35%	\$414,359	(\$42,216)	-10%
POLICE	\$20,000	\$267	1%	\$9,154	(\$8,887)	-97%
OTHER	\$1,000	\$21	2%	\$92	(\$71)	-77%
FEES, LICENSES, PERMITS						
POLICE	\$320,000	\$107,718	34%	\$130,073	(\$22,355)	-17%
BUILDING SERVICES	\$560,000	\$466,866	83%	\$151,748	\$315,118	208%
HOUSING INSPECTIONS	\$990,000	\$234,499	24%	\$339,964	(\$105,465)	-31%
UNIVERSITY HTS/CWRU WASTE DISPOSAL FEE	\$55,000	\$19,548	36%	\$53,859	(\$34,311)	-64%
OTHER	\$50,000	\$13,134	26%	\$14,553	(\$1,419)	-10%
INTEREST EARNINGS	\$50,000	\$18,962	38%	\$9,125	\$9,837	108%
FINES AND FORFEITURES						
CRIMINAL FINES & COSTS	\$1,575,000	\$402,055	26%	\$533,948	(\$131,893)	-25%
CIVIL COSTS	\$160,000	\$61,620	39%	\$53,188	\$8,432	16%
PARKING FINES & COSTS	\$550,000	\$173,127	31%	\$201,050	(\$27,923)	-14%
ALL OTHER REVENUE						
INDIRECT COST REIMBURSEMENT	\$525,000	\$0	0%	\$0	\$0	0%
SID PROPERTY TAX PAYMENT	\$350,000	\$184,716	53%	\$179,388	\$5,328	0%
RECYCLING	\$10,000	\$1,222	12%	\$9,398	(\$8,176)	-87%
OPERATING TRANSFER-IN/ TEMP ADVANCE REIMBURSEMENT	\$200,000	\$431,867	100%	\$9,455	\$422,412	4468%
ALL OTHERS	\$250,000	\$101,966	41%	\$522,234	(\$420,268)	-80%
SALE OF ASSETS	\$10,000	\$4,362	44%	\$0	\$4,362	0%
TOTAL REVENUES	\$42,660,000	\$15,255,769	36%	\$15,046,440	\$209,329	1%

EXPENDITURES:	APPROPRIATION ORD. 136-2015	ANNUAL TO DATE 2016	% EXPENSED	TO DATE 2015	DIFF BTWN 2015/2016	% DIFF BTWN 2015/2016
Community Services						
Commission on Aging	\$250	\$0	0%	\$0	\$0	0%
Community Relations	\$54,934	\$15,077	27%	\$34,418	(\$19,341)	-56%
Public Relations	\$203,655	\$65,133	32%	\$53,527	\$11,606	22%
Community Services Administration	\$229,264	\$87,475	38%	\$84,690	\$2,785	3%
Public Health	\$187,600	\$90,992	49%	\$90,397	\$595	0%
Total Community Services	\$675,703	\$258,677	38%	\$263,032	-\$4,355	-2%
Parks and Recreation						
Parks & Recreation Commission	\$265,319	\$80,780	30%	\$58,176	\$22,604	39%
Swimming Pools	\$293,408	\$15,848	5%	\$21,017	(\$5,169)	-25%
Cain Park Transfer	\$80,000	\$26,667	33%	\$26,667	(\$0)	0%
Ice Programs	\$232,599	\$87,996	38%	\$88,432	(\$436)	0%
General Recreation Programs	\$153,257	\$32,788	21%	\$33,748	(\$960)	-3%
Sports Programs	\$225,466	\$52,889	23%	\$53,352	(\$463)	-1%
Community Center	\$923,415	\$337,436	37%	\$278,178	\$59,258	21%
Office on Aging	\$164,110	\$67,478	41%	\$60,749	\$6,729	11%
Total Parks and Recreation	\$2,337,574	\$701,882	30%	\$620,319	\$81,563	13%
Finance Department						
Finance Department	\$463,658	\$206,242	44%	\$209,672	(\$3,430)	-2%
Income Tax	\$848,800	\$319,572	38%	\$312,231	\$7,341	2%
Total Finance Department	\$1,312,458	\$525,815	40%	\$521,903	\$3,912	1%

PAGE TWO
CITY OF CLEVELAND HEIGHTS
REVIEW OF GENERAL FUND
AT APRIL 30, 2016

	ANNUAL APPROPRIATION ORD. 136-2015	TO DATE 2016	% EXPENSED	TO DATE 2015	DIFF BTWN 2015/2016	% DIFF BTWN 2015/2016
Planning & Development						
Landmark Commission	\$16,450	\$7	0%	\$104	(\$97)	-93%
Planning Department	\$373,004	\$111,870	30%	\$115,638	(\$3,768)	-3%
Planning Commission	\$11,920	\$4,046	34%	\$3,695	\$351	10%
Architectural Board of Review	\$5,878	\$1,728	29%	\$0	\$1,728	#DIV/0!
Board of Zoning Appeals	\$9,524	\$2,510	26%	\$1,886	\$624	33%
Total Planning & Development	\$416,776	\$120,161	29%	\$121,323	(\$1,162)	-1%
Public Safety						
Traffic Signs & Signals	\$167,995	\$66,318	39%	\$70,449	(\$4,131)	-6%
Police Administration	\$9,929,039	\$3,083,796	31%	\$3,169,766	(\$85,970)	-3%
Police Academy	\$93,500	\$36,635	39%	\$36,851	(\$216)	-1%
Police Vehicle Maintenance	\$318,515	\$120,123	38%	\$99,153	\$20,970	21%
Fire Administration	\$7,294,360	\$2,391,407	33%	\$2,412,960	(\$21,553)	-1%
Joint Dispatch (Transfer)	\$429,006	\$143,002	33%	\$140,706	\$2,296	2%
Fire Prevention	\$121,283	\$36,419	30%	\$34,860	\$1,559	4%
Building Department	\$343,372	\$80,219	23%	\$112,880	(\$32,661)	-29%
Housing Inspections	\$488,123	\$130,831	27%	\$165,307	(\$34,476)	-21%
Street Lighting (Transfer)	\$20,700	\$6,900	33%	\$5,833	\$1,067	18%
Animal Control	\$98,452	\$29,099	30%	\$35,073	(\$5,974)	-17%
Total Public Safety	\$19,304,345	\$6,124,749	32%	\$6,283,838	(\$159,089)	-3%
Public Works						
Service Administration	\$312,762	\$100,741	32%	\$105,998	(\$5,257)	-5%
Capital Projects	\$40,000	\$39,254	98%	\$36,010	\$3,244	9%
Refuse Collection	\$2,156,548	\$706,543	33%	\$723,022	(\$16,479)	-2%
Vehicle Maintenance	\$1,684,402	\$493,805	29%	\$676,160	(\$182,355)	-27%
Street Maintenance	\$1,433,781	\$584,443	41%	\$447,339	\$137,104	31%
Public Properties & Park Maintenance	\$2,202,354	\$776,714	35%	\$950,175	(\$173,461)	-18%
Forestry (Transfer)	\$21,780	\$7,260	33%	\$6,167	\$1,093	18%
Total Public Works	\$7,851,627	\$2,708,759	34%	\$2,944,871	(\$236,112)	-8%
General Government						
City Council	\$86,633	\$25,410	29%	\$27,052	(\$1,642)	-6%
City Manager	\$506,263	\$166,406	33%	\$175,315	(\$8,909)	-5%
Civil Service Commission	\$14,772	\$1,316	9%	\$0	\$1,316	0%
General Operations	\$1,928,400	\$531,730	28%	\$951,489	(\$419,759)	-44%
Management Information Systems	\$352,093	\$137,164	39%	\$135,520	\$1,644	1%
Central Services	\$0	\$0	#DIV/0!	\$7,722	(\$7,722)	-100%
County Fiscal Officer Deductions	\$241,000	\$130,862	54%	\$159,510	(\$28,648)	0%
Law Department	\$736,824	\$186,591	25%	\$217,774	(\$31,183)	-14%
Special Improvement Districts	\$366,468	\$258,549	71%	\$232,414	\$26,135	11%
Municipal Court	\$1,236,445	\$409,680	33%	\$407,945	\$1,735	0%
Total General Government	\$5,468,898	\$1,847,708	34%	\$2,314,741	(\$467,033)	-20%
Other						
Transfers & Advances	\$630,000	\$210,000	33%	\$243,333	(\$33,333)	-14%
Hospitalization	\$4,637,700	\$1,489,530	32%	\$1,514,424	(\$24,894)	-2%
Total Other	\$5,267,700	\$1,699,530	32%	\$1,757,757	(\$58,227)	-4%
TOTAL GENERAL FUND EXPENDITURES	\$42,635,081	\$13,987,281	33%	\$14,827,784	(\$840,503)	-6%
EXCESS REVENUE OVER/(UNDER) EXPENSES		\$1,268,488		\$218,656		
UNENCUMBERED BALANCE 1/1/16 vs 1/1/15		\$2,292,580		\$1,636,886		
ADD: BALANCE OF PREVIOUS YR PURCHASE ORDERS VOIDED IN CURRENT FISCAL YEAR		\$7,297		\$4,436		
ESTIMATED UNENCUMBERED BALANCE AS OF 4/30		\$3,568,366		\$1,859,978		

**UNENCUMBERED BALANCES
AS OF 4/30/16
Unadjusted for Revenue and Expense**

FUND NUMBER	FUND NAME	UNENCUMBERED	YTD	YTD	ESTIMATED
		BALANCE			UNENCUMBERED
		AS ADJUSTED	CREDITS	DEBITS	BALANCE
		AS OF 1/1/16			4/30/2016
101	GENERAL	\$2,299,877	\$15,255,769	\$13,987,281	\$3,568,366
102	BUDGET STABILIZATION ACCOUNT	\$2,100,000	\$0	\$0	\$2,100,000
201	STREET CONSTRUCTION	\$32,924	\$508,790	\$387,031	\$154,682
202	FOUNDATION GRANTS	\$2,500	\$363,982	\$493,636	(\$127,154)
203	FIRST SUBURBS CONSORTIUM	\$77,574	\$0	\$18,612	\$58,962
204	COMMUNICATION SYSTEMS OPERATION	\$1	\$159,945	\$253,352	(\$93,405)
205	PUBLIC WORKS FACILITY IMPROVEMENT	\$423	\$0	\$0	\$423
206	LAW ENFORCEMENT TRUST	\$63,551	\$29,737	\$11,470	\$81,818
207	DRUG LAW ENFORCEMENT TRUST	\$57,944	\$9,191	\$45,217	\$21,918
208	CDBG RESOURCE	\$0	\$365,935	\$655,173	(\$289,239)
210	EPA BROWNFIELD GRANT	\$0	\$0	\$0	\$0
211	HOME PROGRAM	\$825	\$140,091	\$157,314	(\$16,398)
212	FEMA	\$107,222	\$69,384	\$178,037	(\$1,431)
213	POLICE FACILITY IMPROVEMENT	\$32,481	\$9,745	\$5,132	\$37,094
214	LOCAL TV PROGRAMMING	\$316,497	\$139,723	\$102,233	\$353,986
215	CAIN PARK	\$0	\$24,896	\$48,004	(\$23,108)
216	RECREATION FACILITY IMPROVEMENT	\$628,222	\$295,758	\$124,351	\$799,629
217	PUBLIC RIGHT OF WAY	\$23,788	\$29	\$0	\$23,816
221	INDIGENT DUI TREATMENT	\$197,849	\$5,503	\$4,500	\$198,852
222	MUNICIPAL COURT COMPUTERIZATION	\$152,600	\$22,454	\$65,744	\$109,310
223	DUI - ENFORCEMENT/EDUCATION	\$95,982	\$2,250	\$0	\$98,232
225	MUNI COURT - SPECIAL PROJECTS	\$1,763,738	\$37,484	\$4,093	\$1,797,129
226	LEAD SAFE PROGRAM - CUYAHOGA CNTY	\$1,877	\$0	(\$1,903)	\$3,780
227	NEIGHBORHOOD STABILIZATION PRGM	\$122,943	\$0	\$0	\$122,943
230	STREET LIGHTING	\$580,248	\$537,984	\$305,049	\$813,183
231	TREE FUND	\$360,635	\$627,934	\$424,268	\$564,301
232	POLICE PENSION	\$0	\$126,764	\$455,619	(\$328,855)
233	FIRE PENSION	\$0	\$126,764	\$588,415	(\$461,651)
234	EARNED BENEFITS	\$0	\$0	\$302,871	(\$302,871)
237	FIRST SUBURBS DEVELOPMENT COUNCIL	\$41,512	\$7,397	\$0	\$48,910
301	G.O. BOND RETIREMENT	\$1,991,302	\$1,329,324	\$593	\$3,320,033
402	FINANCED CAPITAL PROJECTS	\$1,108,725	\$1,298,741	\$841,149	\$1,566,317
411	ECONOMIC DEVELOPMENT	\$1,688,048	\$24,625	\$23,753	\$1,688,920
412	CITY HALL MAINTENANCE AND REPAIR	\$98,129	\$7,400	\$26,695	\$78,834
415	SEVERANCE RING ROAD RECONSTRUCTION	\$35,045	\$0	\$0	\$35,045
601	WATER	\$339,973	\$4,909,324	\$4,099,218	\$1,150,079
602	SEWER	\$607,811	\$481,072	\$599,975	\$488,908
603	PARKING	\$436,031	\$569,655	\$316,346	\$689,340
606	AMBULANCE SERVICES	\$668,275	\$263,853	\$201,147	\$730,981
804	OFFICE ON AGING	\$5,834	\$3,537	\$7,398	\$1,973
808	YOUTH RECREATION SCHOLARSHIP	\$22,842	\$4,153	\$752	\$26,244
809	POLICE MEMORIAL TRUST FUND	\$608	\$0	\$0	\$608
810	YOUTH ADVISORY COMMISSION	\$71	\$0	\$0	\$71
811	JUVENILE DIVERSION PROGRAM	\$3,479	\$2,100	\$4,836	\$743
857	SALES TAX	\$356	\$19	\$25	\$350
858	MISCELLANEOUS AGENCY	\$284,788	\$77,415	\$50,131	\$312,071
864	NEORS	\$121,329	\$3,239,130	\$2,818,060	\$542,400
TOTALS		\$16,473,859.16	\$31,077,857.63	\$27,605,576.70	\$19,946,140.09

TO: TANISHA R. BRILEY, CITY MANAGER

FROM: SUSANNA NIERMANN O'NEIL, ASSISTANT CITY MANAGER

RE: COMMUNITY OUTREACH UPDATE

DATE: MAY 20, 2016

COMMUNITY RELATIONS:

- **The annual Memorial Day celebration will be on Monday, May 30th at 10:30am at the Veteran's Memorial in Cumberland Park. The ceremony will consist of participation from our community's girl scout/brownie troops and buy scout troops. Students from Monticello Middle School will read their winning essays and the All Generation Band will perform. At the end of the ceremony any veteran in the audience is invited to come to the podium and introduce himself and where he served. The ceremony lasts approximately until 11:15am (It has been promoted on Facebook, twitter, and as a press release to the media).**
- **Staff will coordinate Safety Town registration in the City Hall cafeteria Wednesday May 25th from 6:00pm to 7:30pm. There are 4 sessions and each is limited to 20 children. The last few years we have been able to accommodate everyone who wanted to register. The cost is \$25.00.**

CEDAR LEE SID:

- **The Cedar Lee SID Board met this week. The streetscape and construction were discussed with general consensus that things were going well. Information regarding the project will be ongoing from the City to the merchants and any materials they want posted will go on our designated website page. The 3 Valet stations are temporarily on Kensington (north side), near the parking deck , and behind the Wine Spot. These areas will be evaluated as the project goes forward and when the traffic pattern changes to the other side.**

COVENTRY SUMMER SERIES:

- **Coventry Summer events were featured 4 times in the top 100 must do events in the Plain Dealer today- Peace Park movies; Pop up Pinball day ; the Comic Book festival and the Star Wars tribute night on Saturday August 6th .**



Memorandum

To: Tanisha Briley-City Manager
From: Alex Mannarino-Public Works Director
Date: May 20, 2016
Re: Weekly Update

Lee Road Streetscape

S.E.T. was out cutting on Lee Road in preparation to start breaking concrete. Crews were also out the other day starting to remove the block planters on the west side of the roadway. We have not experienced any major set-backs.

Construction Project Updates

2016 Road Resurfacing

We hosted a pre-construction meeting with Ronyak paving this past Wednesday. We agreed that they will pave the Parking lots on Lee Road first (sometime around the first week of June) in order to ease parking issues related to the streetscape project, and to ensure that all parking is available during the Republican National Convention.

The 2016 Safe Routes to Schools (SRTS) program which is administered by the Ohio Department of Transportation (ODOT) came in over bid, and ODOT agreed to re-bid the project in the fall. Consequently, the roads that were scheduled to be paved prior to the SRTS (Canterbury, Princeton, and Colchester) are being moved to next year's Road Resurfacing Program.

Langton, Mt. Laurel, and Brinkmore are being added to this year's Road Resurfacing Program.

2016 Pavement Striping

J.D. Striping has been given a notice to proceed. They were scheduled to begin work this week, but due to mechanical issues, their start was delayed.

2016 Traffic Signal Reconstruction

No new updates. Contractor is waiting for materials that were ordered.

Mayfield Signalization

Current alternate traffic light scheme continues.

Blanche Avenue Waterline

All residential connections have been completed, and Terrace construction has started with the restoration work.

Dominion East Ohio

Construction on projects 1589, 1270, and 1271 continued as normal.

Service Department

The grass is growing, and crews are out mowing. This time of year due to cooler weather at night and warmer temperatures during the day the grass grows at an extremely fast rate. We have received some complaints about tall grass in areas of the city. Extra personnel have been assigned to assist with mowing.

All other public works operations continued as normal.

Date: May 20, 2016

To: Tanisha Briley, City Manager

From: Collette Clinkscale, Utilities Commissioner

Subject: Water and Sewer Department Weekly Update

Water

- Replaced service line at 12504 Cedar
- Contractor performed emergency rebuild of wheel valve at S. Taylor and EHB
- Dug curb box at 2310 Westminster for pressure test
- Repaired broken water main at 2191 Cedarbrook
- Flushed misc. curb boxes for delinquent account turn offs
- Turned off 105 delinquent accounts
- Repaired tree lawns on Queenston, Monticello, Quilliams, and Delaware Roads
- Dug and repaired curb boxes at 2991 Coleridge and 3655 Harvey Roads
- Leak survey is in wrap status
- Transponder upgrade project continues
- Blanche Waterline – All properties have been removed from bypass and connected to new water main. Restoration of street underway.

Sewer

- Ran sewer machine on Brandon, Winsford, Euclid Heights Blvd, Edgehill, Northvale, and Washington Roads
- Cleaned basins on Lee Road in preparation of Lee Road Streetscape Project
- Repaired brick work in manhole at 1764 Radnor
- Saw cut street and poured concrete at Cedar and Surrey Roads
- Replaced manhole at 2618 Hampshire
- Repositioned invert plate on Edgehill- Lincoln at Woodward
- Repositioned invert plate on Wilton at Euclid Hts Blvd

Other

- Attended workshop on sewer collection systems
- Attended meetings with City staff and consultants on sewer-related issues
- Continue to coordinate with a number of contractors for the Heights High School Project
- On-going meetings with MIS on Cleveland Water requests
- Misc. meetings on water and sewer related issues

MEMORANDUM

To: Tanisha Briley, City Manager
From: Richard Wong, Director of Planning and Development
Date: May 20, 2016
Subject: Weekly Update

Board of Zoning Appeals

Newest member Liza Wolf and fellow members unanimously approved a 4-foot-tall ornamental metal fence along the office building at 1991 Lee Road's rear property line that is the front property line to the first house at 3213 Berkshire Road. The fence will enclose a parking lot which allow them to enjoy a planned outdoor courtyard without neighborhood short cutting pedestrians using it. The balance of this commercial property's parking lot will have a code conforming 6-foot tall ornamental metal fence. Five variance applications were received for June including a request for a 37' by 77' basketball court partially in a corner side yard facing Coventry.

Doan Brook Watershed Partnership Rain Barrel Workshop

Last Tuesday, twenty-three people at the Community Center enjoyed building a rain barrel, including this father and son who shared that the rain barrel will help water the son's first garden. The young gardener emphasized that he will include sunflowers and carrots – BUT NOT TOMATOES (he doesn't like them)! All were provided information about the NEORSD storm water credit program.



Lake to Lakes Ribbon Cutting

Mayor Leiken, various Shaker Councilmembers and Mary Dunbar participated in the ceremony. Shaker staff also announced that they were awarded the League of American Bicyclists' Bronze Designation, which Cleveland Heights also had received in 2013.

Architectural Board of Review

Eight cases were decided in ninety minutes. At 2890 Euclid Heights Boulevard (next to Coventry School) an ordinary four-car garage was continued because it was so incompatible with the architecturally delightful home it would serve. The Board strives to offer guidance and examples that will lead applicants to an approval.



History & Preservation

Wednesday's lecture on the libraries, schools and civic buildings was attended by about 20 people and, last night, Cleveland Restoration Society's Heritage Home Loan program presentation was attended by 70 enthusiastic homeowners. By this morning, CRS had received several calls from interested residents.



Memorandum

To: Tanisha Briley, City Manager

From: Joseph P. McRae, Parks and Recreation Director

Subject: Parks and Recreation Department Update

Date: May 20, 2016

Please find a brief summary of the Parks and Recreation Department announcements and activities attached for your review:

General Announcements

- Safety Town Registration at City Hall (basement/Cafeteria) will take place on May 25 from 6-7:30 pm
- The Community Center will be closed Monday, May 30 for Memorial Day.
- Passes for Cumberland Pool are available at the Community Center. Pool opens June 11.

Senior Activity Center

Activities included:

- Staff attended a conference given by Cuyahoga County Department of Senior and Adult Services on Best Practices and Innovative models of Service for Senior Centers. An announcement was made of their Senior Center Innovation Awards. Four collaboratives will receive \$25,000 to begin planning a proposed project. Cleveland Heights is in one of the collaboratives chosen working with the cities of South Euclid, Highland Heights, Mayfield Heights, Mayfield Village, Lyndhurst, Solon and Maple Heights. Staff will be working on a project called CARE (Communities Assisting Residential Elders) utilizing corporate, non-profit, civic, school and faith based volunteers to provide services to seniors. A grant funded Project Coordinator will be hired to oversee the program. In January, two of the four collaboratives will be awarded \$50,000 to implement their project.
- Visiting Nurse Association provided a blood pressure screening.
- Argentine Tango instructors held a Tango Tea Dance.
- Brookdale Senior Living hosted Healthy Cooking with the Chef.

Cain Park

- Residents' Day at the Cain Park box office is Saturday, May 21, from 9am-5pm. Residents must present 2 forms of proof of residency.
- *Toxic Avenger* rehearsals moved from the Community Center to the Alma Theater on Friday, May 20.



Cleveland Heights Fire Department

Weekly Activity Report

Total Emergency Calls Year To Date	2,347
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Total Emergency Calls for Period	128
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Report Date Period: 05/13/2016 - 05/20/2016

Fire Data

	<u>Current Period</u>	<u>Year to Date</u>	<u>Last Year to Date</u>	<u>Current Year % of Run Count</u>
Emergency Fire Run Count	22	419	475	18.32 %
Emergency Structure Fire Count	2	24	30	
Emergency Non Structure Fire Count	20	387	440	
Emergency Vehicle Fire Count		8	5	

Emergency Medical Data

Total Emergency Run Count	106	1,928	1,832	81.68 %
Emergency Medical Run Count	103	1,868	1,754	
Automobile Accident Run Count	3	60	78	
Advanced Life Support Run Count	30	515	550	
Basic Life Support Run Count	75	1,404	1,261	
Total EMS Transports	60	1,267	1,192	
Total EMS Non Transports	36	569	569	

Mutual Aid Run Count to Date

Mutual aid received	SEFD A - 17 SHFD A - 18 ECFD A - 8 UHFD A - 11
Mutual aid given	SEFD A - 12 SHFD A - 10 ECFD A - 7 UHFD A - 6
Automatic aid received	SEFD A - 1 SHFD A - 7 ECFD A - 0 UHFD A - 2
Automatic aid given	SEFD A - 0 SHFD A - 3 ECFD A - 0 UHFD A - 5

<u>Fire Prevention Bureau</u>	<u>Current Period</u>	<u>Year to Date</u>
Total Completed Fire Inspections	1	209
Company Fire Inspections		7
Fire Prevention Fire Inspections	1	28
Fire Alarm Test Inspections		1
Kitchen Supression Test Inspections		7
Sprinkler Test Inspections		1
Other Inspections		165
Smoke Detectors Distributed	1	58

CITY OF CLEVELAND HEIGHTS



DEPARTMENT OF POLICE

ANNETTE M. MECKLENBURG, CHIEF

40 SEVERANCE CIRCLE, CLEVELAND HEIGHTS, OHIO 44118 – Telephone 216-291-4974

MEMORANDUM

To: Tanisha R. Briley, City Manager

From: Annette Mecklenburg, Chief

Date: May 19, 2016

Subject: Weekly Update

On May 16, 2016, myself, along with members of the honor guard and K9 unit, attended the Candlelight vigil to remember all fallen officers from the Cleveland area and surrounding suburbs.



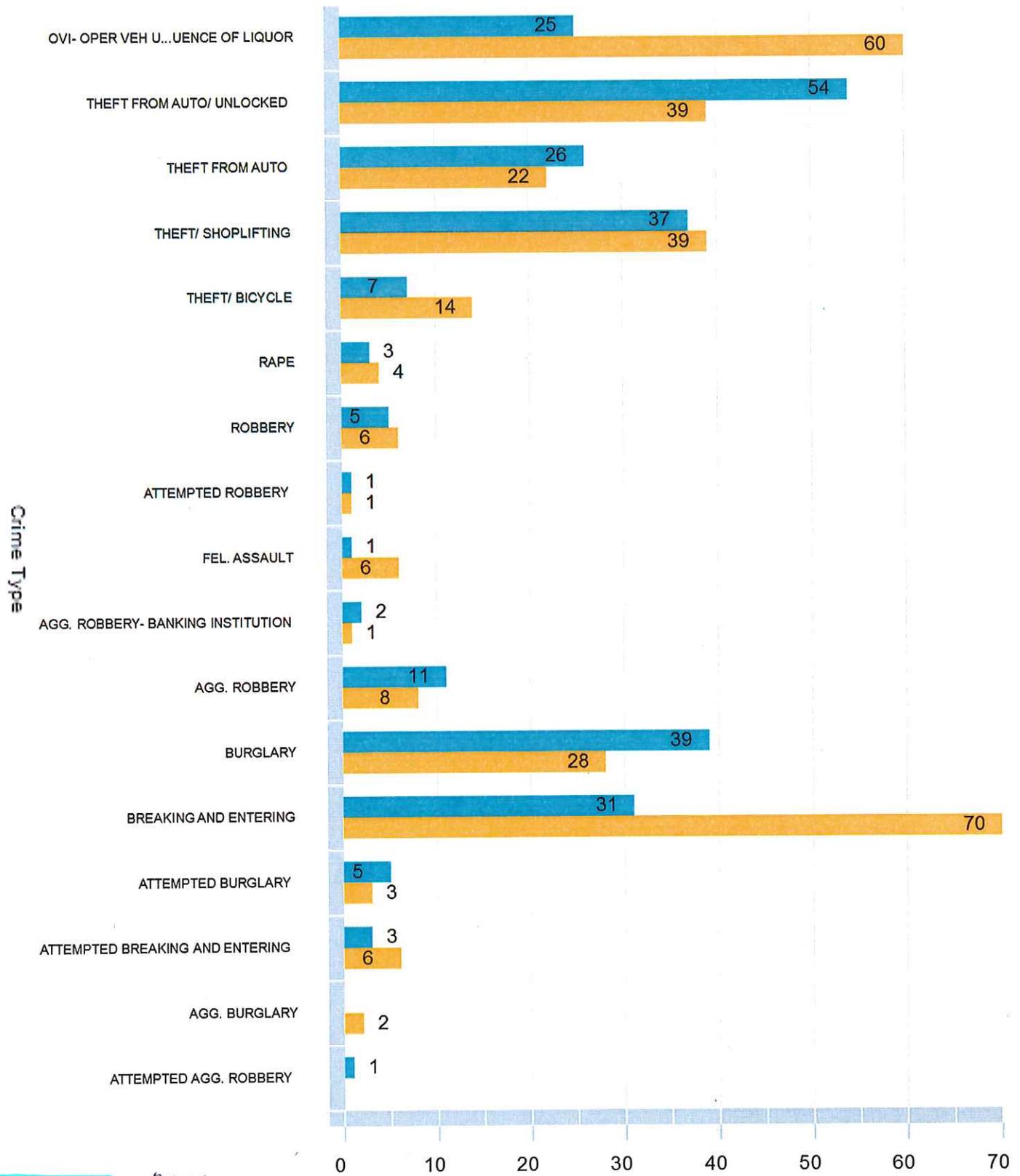
This week was a busy one for members of our Community Response Team. May 13th-15th officers participated in the Noble Neighbors Community event and despite the cooler weather, several area residents stopped by the Police Academy to meet our K9 officers, bomb squad members, bike officer, Citizens Police Academy Alumni, and Police Academy cadets. Also, throughout the week officers participated in the bike swap at Ruffing Montessori, career day at Oxford Elementary, and A.L.I.C.E. training at Beaumont School.

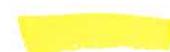
Reminders: Bike Auction May 22nd 1:00 – 3:00 pm at City Hall

Officer West Memorial Scholarship Raffle May 22nd 5:00 – 8:00 pm at New Heights Grill

End of Watch Ceremony for Officer Jason West May 26th Sundown (approx. 8:30 pm) at City Hall

Dashboard Tab



 2016
 2015

Friday, January 01, 2016 to Wednesday, May 18, 2016 COMPARED TO Thursday, January 01, 2015 to Monday, May 18, 2015

MEMO



To: Tanisha Briley, City Manager
From: Randi Ferritto, Administrative Assistant
Subject: Weekly Report - Building Department - New Submissions
Date: May 20, 2016

We had a total of 27 Commercial/Residential Building permits issued this past week. There were 57 additional permits issued consisting of Apron/Driveway/Sidewalk, Electrical, Plumbing, Mechanical & Sign Permits, a total of 84 Permits.

The following is a list of the substantial Commercial/Residential Plan Reviews for the past week:

<u>ADDRESS</u>	<u>OWNER</u>	<u>TYPE OF PROJECT</u>
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*No new Commercial reviews this week.

Attached is a copy of the Building Department's weekly report. It details department activity from May 13, 2016 through May 19, 2016. It compares the same week recorded during the last 2 years. Also included are Permit Statistics for May 13, 2015 through May 19, 2015, May 13, 2014 through May 19, 2014 and the cumulative year to date totals, with a list of the Commercial/Residential activity for the past week as well.

The Building Department had 27 Contractors register totaling \$4120.00 in fees.

rf

PERMITS ISSUED & ESTIMATED VALUATION OF CONSTRUCTION

5-13-14 --5-19-14, 5-13-15 --5-19-15 and 5-13-16 -- 5-19-16 AND A COMPARISON OF YEAR TO DATE TOTALS.

PERMITS	2014	2015	2016	INCREASE(+)	YEAR TO DATE		
				DECREASE(-)	2014	2015	2016
BUILDING (RESIDENTIAL)	31	27	24	- 3	303	297	286
BUILDING (COMMERCIAL)	2	2	3	+ 1	32	41	37
PLUMBING	6	9	14	+ 5	165	158	187
ELECTRICAL	10	10	7	- 3	186	157	153
MECHANICAL	8	5	6	+ 1	151	127	141
ASPHALT/CONCRETE	16	11	30	+ 19	137	104	153
BILLIARDS	0	0	0	0	0	0	0
GAME MACHINE	0	0	0	0	15	3	2
CERTIFICATE OF USE	1	0	0	0	7	8	12
LINK DEPOSIT	0	0	0	0	8	19	0
MISCELLANEOUS	0	0	0	0	1	2	4
SIGN PERMIT	0	0	0	0	16	11	10
TOTAL:	74	64	84	+ 20	1021	927	985

ESTIMATED VALUATION OF CONSTRUCTION

TYPE OF CONSTRUCTION	2014	2015	2016	2014	YEAR TO DATE		
				INCREASE(+)	2014	2015	2016
				DECREASE(-)			
RESIDENTIAL							
BUILDING PERMIT	\$ 278,676	\$ 197,441	\$ 163,665	-\$ 33,776	\$5,655,140	\$3,892,072	\$3,464,073
COMMERCIAL							
BUILDING PERMITS	\$ 2,054,100	\$ 130,000	\$ 32,000	-\$ 98,000	\$4,165,217	\$1,533,885	\$3,307,119
TOTAL:	\$ 2,332,776	\$ 327,441	\$ 195,665	-\$ 131,776	\$9,820,357	\$5,425,957	\$6,771,192

rf

CLEVELAND HEIGHTS
COMMERCIAL PERMIT REPORT

PRNTRES
 05/20/2016
 11:33 AM

TYPE: BUILDING PERMIT

05/13/2016 TO 05/19/2016

PERMIT # APP # PROJECT	PERMIT DT	ADDRESS OWNER	WORK DESCRIPTION CONTRACTOR DBA	ESTIMATED COST	STATUS	FEEES SQ FT
2016006978B 154364 REMOVE WALLS	5/13/2016	12415 CEDAR RD OMEGA MANAGEMENT	WALL TURK CONSTRUCTION LLC	\$10,000	OPEN	0.00 0
2016006979B 154404 DEMO OF PORTION OF STOR.RM.FOR ADA BATH	5/17/2016	939 QUILLIAMS RD CLEVE.HTS./UNIV.HTS.BRD. OF E	DEMOLITION FIORILLI CONSTRUCTION INC	\$11,000	OPEN	0.00 0
2016006980B 154405 INT.FINISHES FOR NEW ADA RESTROOM	5/17/2016	939 QUILLIAMS RD CLEVE.HTS./UNIV.HTS.BRD. OF E	CREATE NEW BATHROOM FIORILLI CONSTRUCTION INC	\$11,000	OPEN	0.00 0
PERMIT COUNT =	3		TOTAL EST. COST =	\$32,000	TOT FEEES =	\$0.00

CLEVELAND HEIGHTS
RESIDENTIAL PERMITS REPORT

PRNTRES
 05/20/2016
 11:34 AM

TYPE: BUILDING PERMIT

05/13/2016 TO 05/19/2016

PERMIT # APP # PROJECT	PERMIT DT	ADDRESS OWNER	WORK DESCRIPTION CONTRACTOR DBA	ESTIMATED COST	STATUS	FEEES SQ FT
2016040885B 154363 STEPS	5/13/2016	2894 MEADOWBROOK BLVD TAYLOR, PHILLIP	STEPS VAGNER MASONRY	\$4,895	OPEN	0.00 0
2016040886B 154365 GARAGE DEMO	5/13/2016	3351 WASHINGTON BLVD EMERSON, IRVINE L	GARAGE - DEMO WESTWOOD BUILDERS	\$0	OPEN	0.00 0
2016040887B 154368 RETAINING WALL-NEW	5/13/2016	2552 FAIRMOUNT BLVD BURGESS, RICHARD	RETAINING WALL NEW KALLENBORN, KEITH	\$15,000	OPEN	0.00 0
2016040888B 154367 WINDOW REPLACEMENT	5/13/2016	3801 MONTICELLO BLVD REMMER, LEONARD ANTHONY	WINDOW REPLACEMENT AFFORDABLE WINDOWS & DOOR, INC.	\$3,500	OPEN	0.00 0
2016040889B 154366 WINDOW REPLACEMENT	5/13/2016	1027 NELAVIEW RD DAVIS, CRYSTAL	WINDOW REPLACEMENT AFFORDABLE WINDOWS & DOOR, INC.	\$1,400	OPEN	0.00 0
2016040890B 154378 ADDITION - REAR-SUNROOM	5/13/2016	2573 GUILFORD RD STACK, CHAS	ADDITION EASTSIDE LANDSCAPING, INC.	\$25,000	OPEN	0.00 0

2016040891B 154385 DEMO/NEW GARAGE	5/13/2016	2592 PRINCETON RD WARNER, MICHAEL	GARAGE - DEMO GREAT GARAGE COMPANY	\$20,000 OPEN	0.00	0
2016040892B 154384 TEAR/REROOF	5/16/2016	970 HELMSDALE RD GEETER, KIMBERLY	TEAR/REROOF A AND W ROOFING RESTORATION	\$4,450 OPEN	0.00	0
2016040893B 154388 TEAR/REROOF	5/16/2016	2980 EDGEHILL RD ULTIMATE REHAB INVESTMENTS	TEAR/REROOF DOWNS QUALITY CONSTRUCTION	\$3,000 OPEN	0.00	0
2016040895B 154391 GARAGE FLOOR ONLY	5/16/2016	3490 NORTHCLIFFE RD SHELDON, CYNTHIA	GARAGE FLOOR - ONLY EDWARDS PAVING SERVICES	\$2,100 OPEN	0.00	0
2016040896B 154402 GARAGE REPAIRS/ROOFING	5/17/2016	1012 PEMBROOK RD SKRADAS PROPERTIES	GARAGE REPAIRS REECE, DELLAGE	\$1,600 OPEN	0.00	0
2016040897B 154400 TEAR/REROOF	5/17/2016	3348 CHELSEA DR CUNIN, JOHN	TEAR/REROOF ABSOLUTE ROOFING & CONSTRUCTION	\$7,060 OPEN	0.00	0
2016040898B 154398 TEAR/REROOF	5/17/2016	3656 BLANCHE AVE DIPAOLA, TIFFANY	TEAR/REROOF ABSOLUTE ROOFING & CONSTRUCTION	\$4,190 OPEN	0.00	0
2016040899B 154399 WINDOW REPLACEMENT	5/17/2016	1118 CASTLETON RD WYNNE, RONALD A	WINDOW REPLACEMENT VYTEX CORP.	\$8,000 OPEN	0.00	0
2016040900B 154401 WINDOW REPLACEMENT	5/17/2016	3560 MONTICELLO BLVD ANDERSON, ROBERT	WINDOW REPLACEMENT VYTEX CORP.	\$8,000 OPEN	0.00	0
2016040901B 154403 WINDOW REPLACEMENT	5/17/2016	1076 RUSHLEIGH RD HAYES	WINDOW REPLACEMENT VYTEX CORP.	\$15,000 OPEN	0.00	0
2016040902B 154410 ROOFING	5/17/2016	1681 CREST RD STONE, SANDRA	ROOFING BRADLEY, S., COMPANY	\$15,000 OPEN	0.00	0
2016040903B 154408 WINDOW REPLACEMENT	5/17/2016	1933 STAUNTON RD WHITE, REUBEN	WINDOW REPLACEMENT GUNTUN CORPORATION	\$10,000 OPEN	0.00	0
2016040904B 154407 GARAGE DEMO	5/17/2016	1920 REVERE RD CRANFIELD, DELORES	GARAGE - DEMO YK BROTHERS CONST.	\$2,700 OPEN	0.00	0
2016040905B 154420 GARAGE ROOFING	5/18/2016	1908 STAUNTON RD MASHMOUR, SAM	ROOFING GARAGE EDWARDS PAVING SERVICES	\$1,100 OPEN	0.00	0

2016040906B	5/19/2016	2219 DEMINGTON DR	WINDOW REPLACEMENT	\$2,000 OPEN	0.00
154439		MINCEK, JULIA	WINDOW UNIVERSE CLEVELAND		
WINDOW REPLACEMENT					0

2016040907B	5/19/2016	1140 SYLVANIA RD	PORCH - NEW	\$3,000 OPEN	0.00
154438		NEXGEN INVESTMENT	NEXGEN INVEST LLC		
NEW PORCH					0
2016040908B	5/19/2016	3252 MEADOWBROOK BLVD	STEPS	\$6,000 OPEN	0.00
154437		SABOTER, DANA	HEIGHTS BRICK & STONE		
STEPS					0

2016040909B	5/19/2016	12752 CEDAR RD	WINDOW REPLACEMENT	\$670 OPEN	0.00
154441		LUCAS, VICTOR	CLEVELAND GLASS BLOCK		
WINDOW REPLACEMENT					0

PERMIT COUNT =	24		TOTAL EST. COST =	\$163,665	TOT FEES = \$0.00

CITY OF CLEVELAND HEIGHTS
ARCHITECTURAL BOARD OF REVIEW
MINUTES OF THE MEETING
MAY 3, 2016

MEMBERS PRESENT: Melissa Fliegel Acting Chair
 Michael Wellman
 Erik Lund

STAFF PRESENT: Elizabeth Rothenberg Assistant Law Director
 Richard Wong Planning Director

CALL TO ORDER

Mr. Wong called the meeting to order at 7:00 p.m. at which time all members were present.

APPROVAL OF THE MINUTES OF THE APRIL 19, 2016 PUBLIC HEARING

Members suggested no corrections so the minutes were approved as submitted and signed by Ms. Fliegel.

PUBLIC HEARING

MAY 3, 2016

ABR 2016-047: Request of Keith & Lillie Morgan, 3863 Glenwood Road, to build 6' high board-on-board wooden fence along north property line and 3' board-on-board fence set back approximately 3' feet from and parallel to Ardoon.

Mr. Wong, who had been sworn-in, presented slides of the property including the applicant's illustrations. An extra slide included a mock-up Mr. Wong prepared to show the fence's appearance.

Keith Morgan, 3863 Glenwood Road, who had been sworn-in, explained that the fence would separate his daughter's play area from a dog of the neighbor to the north.

Mr. Wellman asked about past ABR approvals which had established an expectation that a fence be at least 20% transparent.

Mr. Wong explained that those fences were higher than 3', were in the front yard and required a Board of Zoning Appeals' variance. The Zoning Code prevents

fences taller than 3' from being in the front yard so that the street's vista is not walled-in. The Board of Zoning Appeals has consistently included a condition for fence variances requiring that a fence taller than 3' and closer to the street than the house to have transparency to afford partial views through the fence.

ACTION: Mr. Wellman moved to approve the fence as shown on the applicant's illustrations, received April 18, 2016. Seconded by Mr. Lund, the motion unanimously passed.

ABR 2016-048: Request of Karen Brown & Heather Toney, 1512 Compton Road, to construct unenclosed 8' x 10' front porch.

Mr. Wong presented slides of the property including the applicant's illustrations.

Heather Toney, 1512 Compton Road, and contractor Jeff Inman, 4543 N Lake Rd, West Farmington, Ohio 44491, who had both been sworn-in, further explained the project.

Mr. Lund pointed out dimensions that needed to be corrected between two drawings. He also asked if a foundation below the frost line would be provided.

Mr. Inman acknowledged that the new roof's flashing would need to be installed below the adjacent second floor window. He also explained that foundations would be below grade.

Mr. Wong said that the Building Department's Chief Building Official would not issue the permit unless adequate drawings were provided that demonstrated that the project met all applicable codes.

ACTION: Mr. Lund moved that the porch be approved as shown on the plans by Judith Eugene, received April 19, 2016. Seconded by Mr. Wellman, the motion unanimously passed.

ABR 2016-042: Request of Mark & Melanie Biche, 2515 Fairmount Boulevard, to construct 2-story home.

Architect Mike Caito, 10750 Mayfield Road, and Melanie Biche, 2568 Fairmount Boulevard, who had both been sworn-in, presented the proposal. [Mark Biche arrived after the presentation had begun.] Mr. Caito furnished a list of material selections and updated members on his work. To protect the 42"-caliper tree next to the carport, he proposed gravel pavement instead of concrete. Smooth-faced limestone would clad various sections of the home. He said this was in response to

residents' comments about the materials needing to blend in with the existing historic homes' materials. The latest site plan indicated the larger trees proposed for removal, finished grades, the house's elevation, and trenched utility locations. Numerous trees to be removed were found to be undesirable species such as elm, ash and silver maple. Other trees to be removed were diseased or dead. Mr. Caito said the survey did not show the smaller trees which will continue to create a wooded front yard between the home and Fairmount Boulevard.

Mr. Wong said that Mr. Gudbranson was unable to attend but wanted to make sure members knew he wanted the home's materials to be appropriate to the historic district's setting. He also wanted the wooded character of the property to be preserved.

ACTION: Ms. Fliegel moved to approve the house design as shown on the plans by Michael Caito, received May 3, 2016. Seconded by Mr. Lund, the motion unanimously passed.

ABR 2016-049: Request of Yehudis & Eli Newman, 3488 Bendemeer Road, to construct 16' x 12' deck and 26' x 25' 1-story addition to rear of home.

Architect Eli Mahler, 3947 West Ash Lane, Orange, 44122, who had been sworn-in, presented the project. The addition would be for the husband's elderly mother.

Mr. Wong explained that the addition received a Board of Zoning Appeals variance for the setback to be less than the required 30' to the rear lot line.

ACTION: Mr. Wellman moved to approve the house addition's plans by Eli Mahler, received April 18, 2016. Seconded by Ms. Fliegel, the motion unanimously passed.

ABR 2016-050: Request of 2555 Kenilworth LLC, 2555 Kenilworth Road, to alter existing 5-car garage.

Architect Eli Mahler, 3947 West Ash Lane, Orange, 44122, who had been sworn-in, presented the project. He explained that the garage was at the corner of Mayfield and Kenilworth roads. A gable roof is proposed to avoid past problems with the previous flat roof that collapsed. The two double garage doors would avoid clearance problems associated with one-car garage doors. A small wing wall would screen garbage storage.

Mr. Lund asked if the aesthetics of the apartment building could be expressed in this garage's roof. He suggested an 8" overhang on both ends of the reversed gable roof.

ACTION: Ms. Fliegel moved to approve the proposed garage as shown on the plans by architect Eli Mahler, received April 19, 2016, with the condition that the roof have an overhang of at least eight inches as shown on the marked-up plans. Seconded by Mr. Wellman, the motion unanimously passed.

ABR 2016-051: Request of Kevin Smith, 974 Pembroke Road, to construct 20' x 20' detached garage.

Contractor Michael Gerson, 1635 Wood Road, who had been sworn-in, presented the proposal.

ACTION: Mr. Lund moved to approve the garage on the plans by Shannonwood Homes, received April 21, 2016. Seconded by Ms. Fliegel, the motion unanimously passed.

OLD BUSINESS

No old business was raised.

NEW BUSINESS

No new business was raised.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:57 p.m.

Respectfully Submitted,

Richard Bozic, Chair

date

Richard Wong, Secretary

date