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## **MEMORANDUM**

TO: Members of Council  
FROM: Tanisha R. Briley, City Manager  
DATE: June 10, 2016  
RE: June 13, 2016

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## **MEETINGS & REMINDERS**

Monday, June 13 - 6:15 p.m. - Committee of the Whole

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## **LEGISLATION**

Legislation has been prepared for the following:

1. Billing and collection services agreement with Life Force Management Inc.
  2. Community Development Block Grants (CDBG)
    - Family Connections
    - Gesher
    - Heights Youth Club
    - Lake Erie Ink
    - Open Doors Academy
    - Start Right
  3. Loan amendment for B & W Management
  4. Declaring July 1 – 7 as Independents Week
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## **GENERAL INFORMATION**

1. Enclosed are the Council Update and Agenda.
2. Enclosed is an update from the Finance Director.
3. Enclosed is a Community Outreach update from the Vice City Manager.
4. Enclosed is an update from the Public Works Director.
5. Enclosed is the weekly water report from the Utilities Commissioner.
6. Enclosed is an update from the Planning and Development Director.
7. Enclosed is an update from the Parks and Recreation Director.
8. Enclosed is the weekly activity report from the Fire Chief.
9. Enclosed is the weekly activity report from the Police Chief.
10. Enclosed is the weekly report from the Building Department.

TRB/jkw  
Enclosures



## COUNCIL UPDATE

JUNE 10, 2016

### 1. LEGISLATION

- Life Force Agreement (Second Reading). This legislation authorizes a 3 year renewal of the City's billing and collection services agreement with Life Force Management Inc. The City has hired Life Force to bill for its ambulance services since 1998. The services offered are professional and do not require bidding.
- CDBG Sub-Recipient Agreements. These individual pieces of legislation permit the City Manager to enter into CDBG sub-recipient agreements for the program year effective July 1, 2016 – June 30, 2017. Each program has been approved by CAC and City Council and is described below. Due to volume the agreements will be presented over two meetings. The following agreements are included for the June 20<sup>th</sup> City Council meeting:
  - Family Connections - For assistance with its Family School Connections Program with has the mission to strengthen families and promote the healthy development of children by providing parent educations, parent support, and activities for families with children from birth to age ten
  - Gesher - For the payment of operating expenses of their corporation which offers benefits referral program to help local families access much needed support
  - Heights Youth Club – For the use of Community Development Block Grant funds to provide funding for assistance with its Project Learn: The Educational Enhancement Program
  - Lake Erie Ink - For the use of Community Development Block Grant funds to provide funding for assistance with the organization's after school writing program at Noble School
  - Open Doors Academy - For the use of Community Development Block Grant funds to provide funding for assistance with the organization's year-round enrichment program for youth living at risk
  - Start Right - For the use of Community Development Block Grant funds for the payment of operating expenses for their Food Bank Program

- B & W Management Loan Amendment. This authorizes the loan to be amended so the balance of \$115,957.98 will be paid as 60 monthly payments at a rate of 2% interest.
- Declaring Independents Week. The week of July 1-7 provides a time to celebrate the independence of the members of the community of Cleveland Heights and the entrepreneurial spirit represented by its core of local independent businesses.

## **2. DRAFT VICIOUS ANIMAL ORDINANCE**

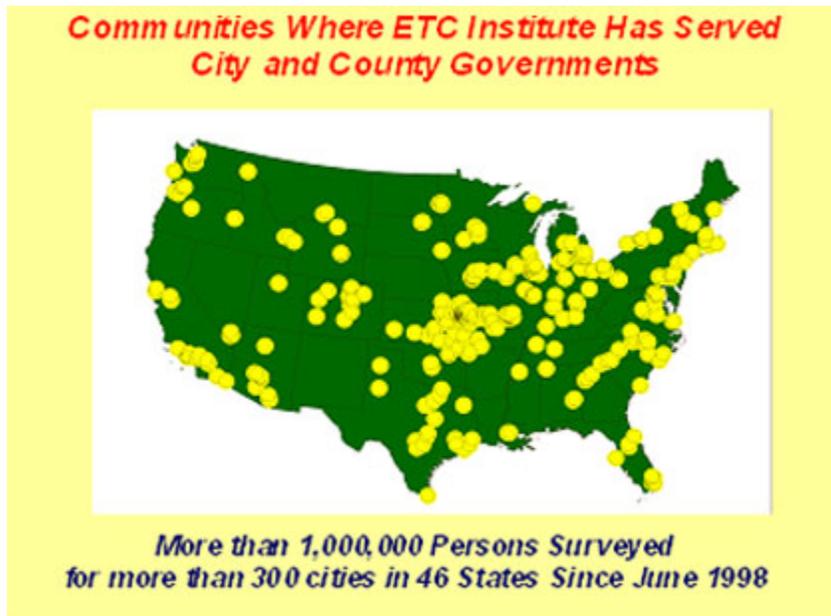
- Please see the enclosed materials regarding the the draft vicious animal ordinance for Council review and discussion. Assistant Law Director Tiffany Hill will be present to assist in the discussion.

## **3. FINANCIAL FORECAST**

- The enclosed materials regarding the 2017-2022 Financial Forecast will be reviewed with Council at Monday's meeting. The forecast will cover the City's major operating funds (excluding the Water Fund) and the Bond Retirement Fund. We will also review the 2016 Budget year to date.

## **4. 2016 RESIDENT SURVEY**

- The 2016 Resident Survey process is underway and the first step is to finalize the survey instrument. A draft of the 2016 survey is enclosed for Council review and discussion on Monday. While most of the questions will remain the same in order to maintain consistency and more accurately measure our biennial progress, there may be a few tweaks necessary. The survey also presents the opportunity to include a question or two that is based on current happenings or topics that we may want resident input on. For instance, the 2014 survey included questions related to residents' willingness to pay additional tax dollars to maintain certain services (see highlighted section in draft).
- By way of background, the first biennial survey of residents to gauge City performance in service delivery was conducted in 2014. The City contracted with ETC Institute to administer the survey. ETC's product, the DirectionFinder, offers a standardized methodology that allows communities to assess overall performance in major categories of service and identify the relative importance that residents place on each service. As ETC is a national company with local government clients throughout the U.S., the DirectionFinder survey will also provide us with good benchmarking data to put our results in context with comparable communities around the country.



- The 2014 Resident Survey results indicated Cleveland Heights residents were generally pleased with most City services and believed the City should focus its efforts on public safety, neighborhood revitalization, and streets and infrastructure maintenance. These results also provided the baseline from which will continue to measure our progress against.
- Once the 2016 Resident Survey is finalized a pilot test will be conducted to ensure the questions are understood by residents. Based on the results of the pilot test, ETC Institute will recommend changes (if needed) to the survey. ETC will administer the survey to a random sample of 1,200 residents by a combination of mail, Internet and phone. The sample will be address-based and will include residents with traditional land-lines and those that only have cell phones.
- ETC Institute will mail the survey and a cover letter (on City letterhead) to a random sample of 1,200 households in the City. Residents who receive the survey will have the option of returning the printed survey by phone or completing it on-line. Households that do not respond within 10 days will be contacted by phone and asked to complete the survey by phone.
- ETC Institute will conduct phone calls until a minimum of 400 surveys are completed. A random sample of 400 completed surveys will provide results that have a precision of at least +/-5% at the 95% level of confidence.

- ETC Institute will monitor the distribution of the sample to ensure that the sample reasonably reflects the demographic composition of the City with regard to age, geographic dispersion, gender, ethnicity and other factors.
- ETC Institute will submit a final report to the City. At a minimum, this report will include the following items:
  1. Formal report that includes an executive summary of survey methodology, a description of major findings, and charts that show the overall results of each survey
  2. Benchmarking analysis that shows how the results for the City compare to national and regional norms
  3. A copy of the survey instruments
  4. Importance-Satisfaction/Quadrant Analysis that will identify the areas where the greatest opportunities exist to enhance overall satisfaction with City services.
  5. GIS maps that show geocoded survey results for selected questions on the survey
  6. A presentation of the survey results via the Internet (e.g., Webinar, GoToMeeting, etc.)

## **2. PARKING PILOT PROJECT UPDATE**

- The Passport Parking agreement has been executed and work has begun on their end to fashion the database of our spaces to be included in the pilot.
- The Parking Advisory Committee met on June 9<sup>th</sup> and finalized their recommendations. In summary, the group recommends the City proceed with the pilot in the three garages, keep the rate the same through the pilot, keep the currency (currently quarters only) the same through the pilot for those who opt to continue to use coins, and host meetings for merchants in the districts to introduce the pilot.
- The City, Passport and the SIDS will work together to create the public relations campaign to launch the pilot. Launch is expected in 30 days.

## **3. ECONOMIC DEVELOPMENT DIRECTOR**

- Candidate vetting continues next week. I will be meeting with both finalists to follow up on items raised by the interview panel and gain more insight in to each candidate's organizational fit.

## **5. CHECKS BETWEEN \$10,000 - \$50,000**

- AT & T - \$13,011.47: Communication Usage for various city accounts

- Bridgestone Americas, Inc. - \$13,713.34: Billing Services for April, 2016 (Water/Sewer)
- C.T. Consultants, Inc. - \$20,184.55: April, 2016 Retainer, 2016 Surface Treatment Program and 2016 Pavement Striping
- The Illuminating Company - \$32,720.34: Electrical Usage for various city accounts
- Glaus, Pyle, Schomer, Burns - \$47,473.73: Lee Road Streetscape, Noble Road Striping Design, Citywide Traffic Signal Study and Noble Road Striping Design
- Stryker Sales Corp - \$16,309.90: Power Pro Ambulance, Power Loar



# CLEVELAND HEIGHTS

## **Committee of the Whole**

**June 13, 2016**

### **Agenda**

1. Mayor's Update
2. Staff Updates
3. Legislation Overview
4. Vicious Animal Draft Ordinance Review
5. 2017 – 2022 Financial Forecast
6. 2016 Resident Survey Draft

**CITY OF CLEVELAND HEIGHTS  
LAW DEPARTMENT  
MEMORANDUM**

TO: Members of Council:  
Cheryl Stephens, Mayor  
Jason S. Stein, Vice Mayor  
Mary A. Dunbar  
Melissa Yasinow  
Kahlil Seren  
Carol Roe  
Michael N. Ungar

FROM: L. James Juliano, Jr., Law Director  
Tiffany A. Hill, Assistant Law Director

CC: Tanisha R. Briley, City Manager

DATE: April 28, 2016

RE: Proposed Dog/Animal Ordinance Amendments

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Below is a summary of the Law Department's draft revision of the Codified Ordinance Chapter 505 relating to dogs and other animals. This revision is a work in progress, and we anticipate further revision after discussion with Council.

**Ordinance Summary**

**505.09 DANGEROUS OR EXOTIC ANIMALS.**

- (1) Removes "any lion, tiger or such wild animal" language.
- (2) Expands ordinance to prohibit "wild, dangerous or undomesticated animals" (i.e. an animal whose natural habitat is the wilderness and which, when maintained in human society, is usually confined to a zoological park or exotic animal farm which:
  - a. Is a venomous snake or is a snake that is a constrictor; or
  - b. Is an omnivorous or carnivorous animal that weighs more than twenty-five pounds and which is a predator in its natural habitat; or
  - c. Is an animal which, by reason of its size, strength, or appetite, would, if unrestrained and free in the City, cause peril to persons, household pets, buildings, landscape or shrubbery; or

- d. Is an animal that makes noises with sufficient frequency and volume as to constitute a nuisance to the community; or
  - e. Is an animal that emits offensive odors as to constitute a nuisance to the community; or
  - f. Includes but is not limited to the following: lion, tiger, lynx, mountain lion, jaguar, cheetah, leopard, panther, bear, wolverine, elk, moose, caribou, elephant, giraffe, rhinoceros, hippopotamus, wolf, wild ox, boar, crocodile, alligator, caiman or gavial.)
- (3) Adds a new subsection (c) which permits animals kept for temporary exhibit, kept by veterinary hospitals or constrictor snakes kept by bonafide teachers or instructors temporarily when school is not in session.

### **505.091 DEFINITIONS – New Section**

- (1) This section is revised to include definitions used throughout the chapter.
- (2) Subsection (a) adds dangerous dogs to the ordinance.
- (3) Defines dangerous dog as a dog which has chased or approached in either a menacing fashion, or an apparent attitude of attack, or has attempted to bite or otherwise endanger any person, or which presents a risk to the safety of any person, or which has caused serious physical injury to another domestic animal.
- (4) Establishes the prima facie evidence that a dog is dangerous if its owner, keeper or harbinger has been notified in writing by the Animal Warden based on:
  - 1. One or more verified incidents reported to the City that dog chased or approached in a menacing fashion, or an attitude of attack, or has attempted to bite.
  - 2. Improper training, neglect, prior history, physical or other characteristics.
- (5) Adds a provision that a determination by the Animal Warden that a dog is dangerous may be appealed as set forth in 505.19
- (6) Adds a definition of “menacing fashion” (i.e. a dog would cause any person being chased or approached to reasonably believe that the dog will cause physical injury to that person.)
- (7) Adds definition of “owner, keeper or harbinger” (i.e. a person who owns, provides shelter or cares for an animal, or otherwise has control of or is responsible for such animal.)
- (8) Adds definition of “police dog” (i.e. a dog that has been trained, and may be used, to assist one or more law enforcement officers in the performance of their official duties.)
- (9) Adds definition of “verified” (i.e. substantiated by investigation or confirmed by formal oath or affidavit.)

- (10) Revises definition of vicious dog to a dog that has attacked any person with such severity or has caused such physical harm, so as to cause a reasonable person to conclude that the dog presents a substantial risk to the safety of any person or that has killed another domestic animal.
- (11) Removes the requirement for a judicial or administrative determination for a dog to be vicious, if the dog has attacked a human being or other domestic animal.
- (12) Eliminates breed specific language.
- (13) Establishes the prima facie evidence that a dog is vicious if its owner, keeper or harborer has been notified in writing by the Animal Warden that the dog is considered vicious, based upon the following:
  - 1. One or more verified incidents reported to the City that the dog has attacked any person with such severity has caused such physical harm so as to cause a reasonable person to conclude that the dog presents a substantial risk to the safety of any person; or
  - 2. One or more verified incidents reported to the City that the dog has, killed another domestic animal; or
  - 3. If state law provides that its prima facie evidence if it belongs to a particular breed.

#### **505.092 DANGEROUS AND VICIOUS DOGS—former 505.091**

- (1) Ordinance amended to **505.092**.
- (2) Amended to add dangerous dogs throughout the section “dangerous and vicious dogs.”
- (3) Amends section (b) to require that a person of suitable age and discretion control the leash of a dangerous or vicious dog.
- (4) Amends subsection (c) to require a person owning, harboring or having the care or control of a dangerous or vicious dog to post a sign conspicuously visible on the property.
- (5) Removes subsection (c)(2), the prior vicious dog definition:
  - a. Any dog which has been judicially or administratively determined, pursuant to Section 505.19, to have a propensity, tendency or disposition to attack, to cause injury or to otherwise endanger the safety of human beings or other domestic animals; or
  - b. Any dog which has been judicially or administratively determined, pursuant to Section 505.19, to have attacked a human being or other domestic animal; or

- c. Any pit bull terrier, which shall be herein defined as any Staffordshire Bull Terrier or American Staffordshire Terrier breed of dog or any mixed breed of dog which contains as an element of its breeding the breed of Staffordshire Bull Terrier or American Staffordshire Terrier as to be identifiable as partially of the breed of Staffordshire Bull Terrier or American Staffordshire Terrier.
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- (6) Amends subsection (d) to add a dangerous dog “dangerous or vicious dog” to the definition of “unconfined” which remains unchanged.
  - (7) Amends former subsection (f)(2), now 505.092 (g)(2) to remove the language “without provocation” as an element in the definition of a vicious dog.
  - (8) Adds affirmative defense in subsection (k). When the language “without provocation” is removed from the ordinance, the burden shifts to the accused to prove the defense of provocation.
  - (9) Accused has the burden to prove the defense of provocation by the following affirmative defenses:
    - 1. The dog was teased, tormented or abused by a person.
    - 2. The dog was coming to the aid or defense of a person who was not engaged in illegal or criminal activity and who was not using the dog as a means of carrying out such activity.
    - 3. The dog caused injury, serious injury, or killed a person while the person was committing or attempting to commit a trespass or other criminal offense on the property of the owner, keeper, or harbinger of the dog.
    - 4. In the case of another domestic animal, that the dog was not attacked by such animal or that such animal was not running at large.

**505.093- IMPOUNDMENT OF DOGS INVOLVED IN BITING/ATTACKING INCIDENTS – Former 505.092**

- (1) No change in language

**505.19 DESIGNATION OF “DANGEROUS’ AND “VICIOUS”; APPEAL**

- (1) Removes provisions related to breed specific language.

**Other Issues**

At the May 9<sup>th</sup> Council Meeting the following issues were discussed:

1. **Civil liens for fine and/or fee nonpayment**: There is a possibility that we could enforce the civil fine under Ordinance 553.01, the nuisance abatement law, but this needs to be explored further, particularly 553 would have to be rewritten to include dangerous dogs language. Another avenue to explore would be a judgment lien (see attached memo), but this would require agreement by the judge and would require filings in the Cuyahoga County Court of Common Pleas. The first avenue of nuisance abatement seems to be the most reasonable and feasible at this point.
2. The city of Shaker Heights **did not** amend its dog ordinance.
3. A comparison table of competing legislation in the area is also attached to this memo.
4. Anti-tethering- is not included in this draft, but the law department is open to discussion and inclusion if Council so desires.
5. Animal Warden – this legislation does not include a shared Animal Warden, but the law department is open to discuss this idea as well.

**505.09 DANGEROUS OR EXOTIC ANIMALS.**

(a) No person shall keep any wild, dangerous or undomesticated animal on any premises in the City.

(b) "Wild, dangerous or undomesticated animal" for the purpose of this section 505.09, means an animal whose natural habitat is the wilderness and which, when maintained in human society, is usually confined to a zoological park or exotic animal farm and which:

- (1) Is a venomous snake or is a snake that is a constrictor; or
- (2) Is an omnivorous or carnivorous animal that weighs more or will weigh more than twenty-five pounds and which is a predator in its natural habitat; or
- (3) Is an animal which, by reason of its size, strength, or appetite, would, if unrestrained and free in the City, cause peril to persons, household pets, buildings, landscape or shrubbery; or
- (4) Is an animal that makes noises with sufficient frequency and volume as to constitute a nuisance to the community; or
- (5) Is an animal that emits offensive odors so as to constitute a nuisance to the community; or
- (6) Includes, but is not limited to the following: lion, tiger, lynx, mountain lion, jaguar, cheetah, leopard, panther, bear, wolverine, elk, moose, caribou, elephant, giraffe, rhinoceros, hippopotamus, wolf, wild ox, boar, crocodile, alligator, caiman or gavia.

(c) This section shall not apply to the following:

- (1) The keeping of such animals in bonafide educational or medical institutions or museums where they are kept as live specimens for the public view, or for the purpose of instruction or study.
- (2) The keeping of such animals for temporary exhibition to the public of such animals by a circus, carnival or other exhibit or show.
- (3) The keeping of such animals in a bonafide veterinary hospital for treatment.
- (4) The keeping of a snake which is a constrictor by a bonafide teacher or instructor temporarily during such times when school is not in session.

(d) Except as provided in subsection (a) hereof, no person shall keep any snake, reptile or other exotic or dangerous animal on any premises in the City, unless such animal is at all times kept in a structure, cage or other secure place separating such animal from the public generally, customary invitees to the premises and children who may be on the premises.

(e) Whoever violates this section is guilty of a misdemeanor of the fourth degree.  
(Ord. 66-1987. Passed 7-20-87.)

**505.091 DEFINITIONS.**

As used in this Chapter, and unless otherwise defined in section 505.09, certain terms are defined as follows:

(a) "Dangerous dog" means a dog which, has chased or approached in either a menacing fashion or an apparent attitude of attack or has attempted to bite or otherwise endanger any person, or which presents a risk to the safety of any person, or which has caused serious physical injury to another domestic animal.

(1) A "dangerous dog" shall not include the following:

A. A police dog that is being used to assist one or more law enforcement officers in the performance of their duties.

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(2) It shall be prima-facie evidence that a dog is dangerous if its owner, keeper or harborer has been notified in writing by the Animal Warden that the dog is considered dangerous, based on the following:

A. One or more verified incidents reported to the City that the dog (i) has chased or approached in either a menacing fashion or an apparent attitude of attack or has attempted to bite or otherwise endanger any person or (ii) has caused serious physical injury to any domestic animal; or

B. Because of improper training, neglect, prior history, physical or other characteristics including height and weight, or other good and sufficient cause, the dog presents a risk to the safety of any person.

(3) A determination by the Animal Warden that a dog is dangerous may be appealed as set forth in Section **505.19** of this Chapter.

(b) "Menacing fashion" means that a dog would cause any person being chased or approached to reasonably believe that the dog will cause physical injury to that person.

(c) "Owner, keeper or harborer" means a person who owns, provides shelter or cares for an animal, or otherwise has control of or is responsible for such animal.

(d) "Police dog" means a dog that has been trained, and may be used, to assist one or more law enforcement officers in the performance of their official duties.

(e) "Verified" means substantiated by investigation or confirmed by formal oath or affidavit.

(f) "Vicious dog" means a dog that, has attacked any person with such severity or has caused such physical harm so as to cause a reasonable person to conclude that the dog presents a substantial risk to the safety of any person, or has killed another domestic animal. A "vicious dog" shall not include a police dog.

(1) It shall be prima-facie evidence that a dog is vicious, if

A. its owner, keeper or harborer has been notified in writing by the Animal Warden that the dog is considered vicious, based upon the following:

1. One or more verified incidents reported to the City that the dog has, attacked any person with such severity or has caused such physical harm so as to cause a reasonable person to conclude that the dog presents a substantial risk to the safety of any person; or

2. One or more verified incidents reported to the City that the dog has, killed another domestic animal.

B. State law provides that it is prima facie evidence that a dog is vicious if it belongs to a particular breed. The ownership, keeping, or harboring of such a breed of dog shall be prima facie evidence of the ownership, keeping, or harboring of a vicious dog.

3. A determination by the Animal Warden that a dog is vicious, including that it is prima facie evidence that a particular dog is vicious under State law, may be appealed as set forth in Section 505.19 of this Chapter.

### **505. 092 DANGEROUS AND VICIOUS DOGS.**

(a) No person owning, harboring or having the care or control of a dangerous or vicious dog shall suffer or permit such animal to go unconfined on the premises of such person.

(b) No person owning, harboring or having the care or control of a dangerous or vicious dog shall suffer or permit such dog to go beyond the premises of such person unless such dog is

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securely leashed on a chain no more than three (3) feet in length with at least 300 pounds of tensile strength, controlled by a person of suitable age and discretion, and such dog is muzzled. (Ord. 71-1987. Passed 7-20-87.)

(c) No person owning, harboring or having the care or control of a dangerous or vicious dog shall fail to post a sign conspicuously on the property visible to any person approaching the property from the street that states that a dangerous dog or vicious dog is present on the premises.

(d) A dangerous or vicious dog is "unconfined" as the term is used in this section if such dog is not confined on the premises of the person described in subsection (a) hereof as follows:

(1) If the dog is outside, it must be in a securely enclosed pen or dog run area which has secure sides and a secure top attached to all sides, and which has a secure floor or bottom attached to all sides of the pen or which is embedded in the ground no less than two (2) feet. Such pen or dog run area shall be locked with a key or combination lock at all times when the animal is within the structure.

(2) If the dog is inside, it may not be kept in a house or structure when the windows are open or when screen windows or screen doors are the only obstacle preventing the animal from exiting the structure. A dangerous or vicious dog may not be kept on a patio, porch or in any part of a house or structure which would allow the animal to exit the building on its own volition, whether or not such dog is on a chain or leash. (Ord. 163-2003. Passed 3-15-04.)

(e) No person shall keep, own, harbor, care for, or control a vicious dog within the City of Cleveland Heights until such dog has been registered with the Animal Warden of the City and a permit is obtained. Such dogs shall be registered with the City within ten (10) days of the date the dog is first brought into the City, and thereafter on an annual basis on or before the 31st day of January of each calendar year. The permit fee shall be twenty dollars (\$20.00) per year. No person shall keep, own, harbor, care for or control more than one vicious dog in any dwelling unit in the City at any one time. No person shall keep, own, harbor, care for or control any vicious dog on any premises in the City at any time unless such person is the owner of said premises or unless such person has the written permission of the owner of said premises to keep, own, harbor, care for or control such vicious dog on said premises.

(f) Any person keeping, owning, harboring or having the care or control of any vicious dog shall maintain a policy of liability insurance providing coverage for each occurrence in an amount not less than one hundred thousand dollars (\$100,000) and insuring such person against any claim, loss, damage or injury to persons, domestic animals or property resulting from the acts, whether intentional or unintentional, of the vicious dog. Such person shall produce evidence of such policy of insurance at the time of the initial registration and annual renewal of registration of the vicious dog with the Animal Warden of the City and at any time upon request of a law enforcement agent or other employee of the City. The City shall be named as a certificate holder on all such policies. (Ord. 51-2008. Passed 5-19-08.)

(g) Impoundment of Dogs.

(1) Any vicious dog being harbored or cared for within the City that is not registered with the Animal Warden as provided in subsections (f) hereinabove may be seized and impounded by the Animal Warden or his agent or other law enforcement officer until such time as the dog is properly registered and a permit obtained. In the event the Animal Warden or other law enforcement officer seizes such an unregistered vicious dog, notice shall be given the presumed owner within two (2) business days after the seizure by posting a written notice upon the

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premises at which the dog was being harbored or kept. The dog shall not be released until the owner registers the dog and pays all accumulated boarding charges. In the event the owner does not register such dog and pay all such boarding charges within five (5) business days of the delivery of the notice of impoundment, such dog shall be deemed abandoned and may be destroyed or otherwise disposed of by the City.

(2) In the event a law enforcement officer has probable cause to believe a dog has attacked a human being or other domestic animal in the City, the law enforcement officer may impound such dog pending trial. In the event the Court finds that such dog attacked a human being or other domestic animal, in addition to any penalty imposed by the Court, the dog shall not be released to the owner until all accumulated boarding and impound charges are paid; provided, however, that nothing herein shall prohibit the Court from ordering the dog destroyed or banished as provided in subsection (j) herein below, in which case the owner shall still be responsible for boarding charges. If the dog is not ordered destroyed or banished, the owner shall reclaim such dog and pay all accumulated boarding and impound charges within five (5) business days after sentencing, otherwise the dog shall be deemed abandoned and may be destroyed or otherwise disposed of by the City.

(3) In the event a law enforcement officer has probable cause to believe that a registered vicious dog is being harbored or cared for in violation of this section, and such animal has not attacked a human being or other domestic animal, the law enforcement officer may petition a court of competent jurisdiction to order the seizure and impoundment of the vicious dog pending trial, with the boarding charges to be paid by the owner.

(Ord. 163-2003. Passed 3-15-04.)

(h) Whoever violates any provision of this section is guilty of a misdemeanor of the second degree for a first violation and shall be guilty of a misdemeanor of the first degree for each such subsequent violation within three (3) years of the first violation.

(i) For purposes of subsections (a) and (b) hereof, testimony that a dangerous or vicious dog was unconfined on the premises of its owner, harborer, or person having the care or control of such dangerous or vicious dog, or that a dangerous or vicious dog was beyond the premises of its owner, harborer, or person having the care or control of such dangerous or vicious dog and was not securely leashed and muzzled according to the provisions of subsection (b) hereof, shall be prima-facie evidence that such owner, harborer, or person having the care or control of a dangerous or vicious dog suffered or permitted such dog to go unconfined on the premises of such person or suffered or permitted such dangerous or vicious dog to go beyond the premises of such person when not securely leashed and muzzled as described in subsection (b) hereof. For purposes of subsections (a), (b), (d) and (e) hereof, strict criminal liability is contemplated. (Ord. 71-1987. Passed 7-20-87.)

(j) Any dangerous or vicious dog which attacks a human being or another domestic animal may be ordered to be destroyed or to be permanently banished from the City when, in the court's judgment, such dangerous or vicious dog represents a continuing threat of serious harm to human beings or other domestic animals. (Ord. 163-2003. Passed 3-15-04.)

(k) In prosecution for a violation of division (a) or (e) of section 505.091 in connection with which a dog has caused injury or serious injury to or the death of a person or companion animal, any of the following may be asserted as an affirmative defense as applicable:

- (1) The dog was teased, tormented or abused by a person.
- (2) The dog was coming to the aid or defense of a person who was not engaged in

Illegal or criminal activity and who was not using the dog as a means of carrying out such activity.

- (3) The dog caused injury or serious injury to a person or killed a person while the person was committing or attempting to commit a trespass or other criminal offense on the property of the owner, keeper, or harbinger of the dog.
- (4) In the case of another domestic animal, that the dog was not attacked by such animal or that such animal was not running at large.

**505.093 IMPOUNDMENT OF DOGS INVOLVED IN BITING/ATTACKING INCIDENTS.**

(a) The Animal Warden may take up and impound any dog which is alleged to have bitten or attacked a human being or other domestic animal in violation of this chapter, pending the completion of criminal proceedings arising from such incident. Such dog shall be boarded and housed in an animal shelter, animal hospital, kennel or other place which the Animal Warden deems equally secure until such time as the owner, harbinger, or other person having custody or control of such dog shall be tried or enter a guilty or no contest plea to any and all charges arising out of the biting/attack incident, and until such further time as the Court enters sentence, unless otherwise ordered by the Court.

(b) Any dog impounded shall be released at the earlier of the following times, unless a longer period of impoundment is authorized or permitted by this chapter:

- (1) At least ten working days have passed since the biting or attack incident and no charges are pending against the owner, harbinger or person caring for or in control of such dog;
- (2) The owner, harbinger or person caring for or in control of the dog has been acquitted of all criminal charges arising out of the attack/biting incident.

(c) Any person aggrieved by an order of the Animal Warden pursuant to subsection (a) herein may appeal such order to the Health Code Board of Appeals pursuant to Sections **1701.07** and **1780.08** of Part Seventeen of these Codified Ordinances. Any such appeal shall be heard within five working days of the date the notice of appeal is filed. Notice of such hearing shall be given to the person(s) who has allegedly been bitten or attacked by the dog, the parent(s) or guardian(s) of any minor(s) who has allegedly been the victim of such an attack, and the owner(s) of any domestic animal(s) which has allegedly been bitten or attacked by the dog.

(d) The costs of the boarding and lodging of the dog shall be charged to the owner, harbinger, and/or person caring for or in control of the dog, unless the dog has been released pursuant to the provisions of subsection (b) hereof.

(e) The provisions of this section shall be in addition to any other procedures, penalties and/or remedies provided in this chapter or otherwise available at law.  
(Ord. 150-1994. Passed 12-19-94.)

**505.19 DESIGNATION OF DOG AS “DANGEROUS” AND “VICIOUS” ; APPEAL.**

(a) A dog may be determined to be “dangerous “ or “vicious”, as defined in subsection **505.091(a)** and **505.091 (e)** thus subject to the requirements of Section **505.092**, in one of the two following ways:

- (1) A court of competent jurisdiction may declare the dog to be vicious in an independent or related civil or criminal proceeding; or

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(2) The Animal Warden may provide written notice to the owner or other person harboring or having care or control of the dog that the Animal Warden has determined the dog to be dangerous or vicious. Such notice shall be given by personal service, ordinary mail, or by posting on the property at which the person resides. Any person aggrieved by the order of the Animal Warden hereunder may appeal such order in writing to the Health Code Board of Appeals pursuant to Sections **1701.07** and **1780.08** of Part Seventeen of these Codified Ordinances. Such appeal shall be filed within five (5) working days of the date of notice, and heard within ten (10) working days of the date the appeal is filed. The filing of a notice of appeal hereunder shall stay the requirements of Section **505.091**, but shall not preclude the Animal Warden or Cuyahoga County Board of Health from impounding the dog if otherwise permitted by this chapter or other provisions of law and shall not in any way relieve the owner or other person harboring or having care or control of the dog from civil or criminal liability for injury or damage caused by the dog or for violations of provisions of this chapter other than Section **505.091**.

(Ord. 150-2004. Passed 10-4-04.)

# Memo

**To:** Tanisha Briley, City Manager  
**From:** Tom Raguz, Finance Director  
**Date:** June 9, 2016  
**Re:** Bond Retirement Fund Analysis/Bond Anticipation Notes

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The City currently has \$1.925 million in bond anticipation notes that are due for payment on July 29th. Therefore, we will need to determine how to proceed with these notes. It has been our procedure to provide an analysis of the bond retirement fund prior to any decision being made on these bond anticipation notes. The attached schedule is based off the amortization of these notes over the useful lives of the different assets included in the notes, as discussed during the budgetary process. The explanations of the rows are below:

1. **Long Term Bonds Outstanding (pre 2014)** - The long term principal and interest payments on our existing bonds, excluding the 2014 through 2016 bond sales. There is a significant decline from 2017 to 2018 as the recreational facility improvement bond is set to be retired on December 1, 2017.
2. **Payoff of Existing Bond Anticipation Notes** – Based on the amortization of the current \$1.925 million note over the useful lives of the different assets. Of this amount, \$1.74 million is required to be repaid back from the bond retirement fund. This includes all the projects below, with the exception of the waterline. The amounts included in the attached schedule do not include the waterline. Below is a breakdown of the detail within this note:
  - 2010 Street Improvement - \$134,000 (Matures 2030)
  - 2010 Monticello and Taylor Road - \$208,000 (Matures 2030)
  - 2010 Motorized Equipment - \$190,000 (Matures 2020)
  - 2011 Motorized Equipment - \$157,000 (Matures 2021)
  - 2012 Motorized Equipment - \$414,000 (Matures 2022)
  - 2012 Computer Equipment - \$72,000 (Matures 2022)
  - 2013 Motorized Equipment - \$554,000 (Matures 2023)
  - 2013 Computer Equipment - \$11,000 (Matures 2023)
  - 2013 Lee Blvd Waterline - \$185,000 (discussed later in this memo)

3. **FY 2014 Bond Sale** - The portion of the debt to be repaid back from the bond retirement fund pertaining to the \$3.125 million bond sale completed in 2014.
4. **FY 2015 Bond Sale** - The portion of the debt to be repaid back from the bond retirement fund pertaining to the bond sale completed in 2015 in the amount of \$2.322 million
5. **FY 2016 Bond Sale** – The portion of the debt to be repaid back from the bond retirement fund pertaining to the bond sale completed in April in the amount of \$1.6 million.
6. **Debt Service Taxable Value** - The assessed taxable value within the City. This is currently \$818,671,420. The county performed the tri-annual appraisal last year in which we saw an overall decline of 3.7% in our assessed valuation I project a decline in 2018 which is related to the following:
  - Adjustment to the property formerly owned by Health Span and now owned by Metro Health, a non profit entity; and
  - Adjustment to Severance to take into account the difference between the previous market value and to the sales price in the foreclosure sale.
7. **Entire Levy Need** – This is the amount of levy needed in order to pay off the total bonded debt above. This is calculated based off the total bonded debt and the assessed valuation.
8. **Transfer Fund 216**- The transfer for the 2014 bond sale pertaining to the recreational parking lot of \$240,000. This amount is to be repaid back from fund 216 in the form of a transfer to the bond retirement fund.
9. **Transfer Fund 231** – The transfer for the 2015 and 2016 bond sale related to the forestry vehicles. In each year, the bond sale related to these vehicles were \$60K. This is to be repaid back from fund 231 in the form of a transfer to the bond retirement fund.
10. **Transfer fund 101** -The debt service applicable to the Cedar Lee and Cedar Fairmount streetscape projects that these two SIDs agreed to pay back to the City. Cedar Fairmount agreed to pay the City back \$100K over 10 years. Cedar Lee has agreed to pay the City approximately \$181K through 2025. The Cedar Lee amount is subject to change based on future costs. Therefore, instead of paying these two SIDs their advance in full out of the general fund, we will withhold the amounts above and make a transfer from the general fund to the bond retirement fund for their portion of the costs.
11. **Assessments** - The scheduled special assessments the City is to receive pertaining to the Severance Ring Road GO Bond.
12. **Debt Service Levy** - The millage dedicated to the bond retirement fund. We currently have 3 mills levied in this fund. In 2018, the levy is scheduled to decrease from 3 to 1.5. This is due to the voted portion of the recreational facility improvement bond (principal outstanding of \$2.17 million) expiring as the bond is set to mature on December 1, 2017.
13. **Debt Service Revenue** - Based off the debt service taxable value as well as the debt service levy.

The bond retirement fund ended 2015 with a fund balance of \$1,991,302. As the schedule illustrates, we will be drawing down on the reserves through 2022 and will be replenishing the reserves going forward. This schedule does not incorporate any new debt. This will be incorporated during the capital budget process later this year.

Also, this schedule is contingent on mainly two factors;

- The debt service taxable value; and
- Potential new debt that the City may undertake as part of the capital improvement program.

As referenced earlier, we currently have a \$185K note outstanding for the 2013 Lee Blvd Waterline. This was originally to be repaid back from the water fund. We do have the option of rolling the full amount over to the next year or to pay a portion out of the bond retirement fund. I recommend rolling this full amount over. The City has five years before it is required to pay down this note.

In talking with our bond counsel, we would like to have legislation pertaining to the notes for the Council meeting on July 5<sup>th</sup>, therefore, it will give all involved ample time to prepare and sign the necessary paperwork in time for the maturity of these notes at the end of July.

**City of Cleveland Heights  
Bond Retirement Fund Analysis**

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1. Long Term Outstanding Bonds (Pre 2014)		2,131,432	2,139,644	648,646	642,473	641,198	639,675	642,949	640,873	643,550	640,876
2. Payoff of Existing Bond Anticipation Notes		250,000	250,000	250,000	250,000	240,000	200,000	170,000	100,000	30,000	30,000
3. FY 2014 Bond Sale		301,020	298,061	303,534	261,467	254,770	256,642	253,956	255,418	115,218	116,359
4. FY 2015 Bond Sale		226,710	229,081	226,338	222,575	174,812	171,890	173,968	181,950	183,722	66,399
5. FY 2016 Bond Sale		15,047	131,562	129,533	130,754	133,662	155,975	123,320	121,238	119,156	117,075
<b>Total Bonded Debt</b>	-	2,924,208	3,048,348	1,558,050	1,507,269	1,444,442	1,424,182	1,364,193	1,299,479	1,091,646	970,708
6. Debt Svc Taxable Value (Estimate for 2016-2025)	849,994,610	818,671,420	802,000,000	802,000,000	802,000,000	802,000,000	802,000,000	802,000,000	802,000,000	802,000,000	803,000,000
7. Entire Levy Need	-	3.70	3.94	2.01	1.95	1.87	1.84	1.76	1.68	1.41	1.25
<b>Other Revenues</b>											
8. Transfer Fund 216 (from 2014 issuance) Actual		27,611	27,340	27,842	23,893	23,369	23,541	23,294	23,428	10,568	10,673
9. Transfer Fund 231 (from 2015 and 2016 issuance) Actual		7,516	11,845	11,661	11,477	11,293	11,109	17,455	16,837	9,878	9,697
10. Transfer Fund 101 (Streetscape)		28,151	28,151	28,151	28,151	28,151	28,151	28,151	28,151	4,315	4,315
11. Assessments		119,224	122,173	119,976	117,778	120,581	118,237	120,893	118,402	120,912	118,275
<b>Total Other Revenue</b>	-	182,502	189,508	187,629	181,298	183,393	181,037	189,792	186,818	145,673	142,959
12. Debt Service Levy		3.00	3.00	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
13. Debt Service Revenue	-	2,370,054	2,321,790	1,160,895	1,160,895	1,160,895	1,160,895	1,160,895	1,160,895	1,160,895	1,162,343
Increase/(Shortage)	-	(371,653)	(537,050)	(209,526)	(165,075)	(100,154)	(82,250)	(13,506)	48,234	214,922	334,594
Fund Balance	1,991,302	1,619,649	1,082,599	873,073	707,998	607,844	525,593	512,087	560,321	775,243	1,109,837



**FORESTRY FUND, #231**  
**ACTUAL REVENUES FOR 2013 THROUGH 2015**  
**ESTIMATED REVENUES FOR 2016-2021**

<b>RESOURCES - FUND 231</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016 ESTIMATE</b>	<b>2017 ESTIMATE</b>	<b>2018 ESTIMATE</b>	<b>2019 ESTIMATE</b>	<b>2020 ESTIMATE</b>	<b>2021 ESTIMATE</b>
OPERATING SPECIAL ASSESSMENTS	\$773,942	\$989,147	\$987,202	\$980,000	\$1,080,000	\$1,080,000	\$1,080,000	\$1,080,000	\$1,080,000
SPECIAL ASSESSMENTS - COUNTY FISCAL OFFICER FEE	\$7,748	\$9,873	\$9,845	\$9,000	\$10,800	\$10,800	\$10,800	\$10,800	\$10,800
OPERATING TRANSFER IN FROM GENERAL FUND	\$17,110	\$20,359	\$15,675	\$21,780	\$19,125	\$20,000	\$20,000	\$20,000	\$20,000
OPERATING TRANSFER IN FROM FEMA FUND (HURRICANE SANDY)	\$38,269	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ALL OTHER REVENUES	\$12,828	\$7,250	\$100,966	\$80,000	\$0	\$0	\$0	\$0	\$0
<b>ANNUAL RESOURCES</b>	<b>\$849,897</b>	<b>\$1,026,629</b>	<b>\$1,113,688</b>	<b>\$1,090,780</b>	<b>\$1,109,925</b>	<b>\$1,110,800</b>	<b>\$1,110,800</b>	<b>\$1,110,800</b>	<b>\$1,110,800</b>

**SEWER FUND, FUND #602  
 ACTUAL REVENUES FOR 2013 THROUGH 2015  
 ESTIMATED REVENUES FOR 2016-2021**

<b>RESOURCES - FUND 602</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016 ESTIMATE</b>	<b>2017 ESTIMATE</b>	<b>2018 ESTIMATE</b>	<b>2019 ESTIMATE</b>	<b>2020 ESTIMATE</b>	<b>2021 ESTIMATE</b>
Sales to Residents	\$1,565,377	\$1,525,913	\$1,517,423	\$1,500,000	\$1,475,000	\$1,450,000	\$1,450,000	\$1,425,000	\$1,425,000
Special Assessment Property Certifications	\$25,161	\$23,437	\$18,032	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Other Revenue (Includes Grants & Issue 2 Loan Proceeds)	\$8,652	\$9,867	\$1,595	\$0	\$0	\$0	\$0	\$0	\$0
<b>ANNUAL RESOURCES</b>	<b>\$1,599,190</b>	<b>\$1,559,217</b>	<b>\$1,537,050</b>	<b>\$1,525,000</b>	<b>\$1,500,000</b>	<b>\$1,475,000</b>	<b>\$1,475,000</b>	<b>\$1,450,000</b>	<b>\$1,450,000</b>

**PARKING FUND, #603**  
**ACTUAL REVENUES FOR 2013 THROUGH 2015**  
**ESTIMATED REVENUES FOR 2016-2021**

<b>RESOURCES-FUND 603</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016 ESTIMATE</b>	<b>2017 ESTIMATE</b>	<b>2018 ESTIMATE</b>	<b>2019 ESTIMATE</b>	<b>2020 ESTIMATE</b>	<b>2021 ESTIMATE</b>
Meter Revenue - Off Street	\$488,404	\$452,671	\$433,100	\$450,000	\$435,000	\$435,000	\$430,000	\$430,000	\$425,000
Meter Revenue - On Street	\$0	\$0	\$151,273	\$155,000	\$150,000	\$150,000	\$145,000	\$140,000	\$140,000
Permit Revenue	\$438,072	\$503,732	\$547,154	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Other Revenue	\$82,511	\$271,388	\$32,000	\$38,400	\$38,400	\$38,400	\$38,400	\$38,400	\$38,400
<b>ANNUAL OPERATING REVENUE</b>	<b>\$1,008,986</b>	<b>\$1,227,792</b>	<b>\$1,163,527</b>	<b>\$1,143,400</b>	<b>\$1,123,400</b>	<b>\$1,123,400</b>	<b>\$1,113,400</b>	<b>\$1,108,400</b>	<b>\$1,103,400</b>
<b>OTHER FINANCING SOURCES</b>									
Long Term Debt Proceeds	\$0	\$450,672	\$295,000	\$300,000	\$217,000	\$0	\$0	\$0	\$0
<b>TOTAL ANNUAL RESOURCES</b>	<b>\$1,008,986</b>	<b>\$1,678,464</b>	<b>\$1,458,527</b>	<b>\$1,443,400</b>	<b>\$1,340,400</b>	<b>\$1,123,400</b>	<b>\$1,113,400</b>	<b>\$1,108,400</b>	<b>\$1,103,400</b>

**Note:** 2013 On Street Meter Collections = \$164,945 (receipted in General Fund)  
2014 On Street Meter Collections = \$152,213 (receipted in General Fund)

**ALS FUND, #606**  
**ACTUAL REVENUES FOR 2013 THROUGH 2015**  
**ESTIMATED REVENUES FOR 2016-2021**

<b>RESOURCES-FUND 606</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016 ESTIMATE</b>	<b>2017 ESTIMATE</b>	<b>2018 ESTIMATE</b>	<b>2019 ESTIMATE</b>	<b>2020 ESTIMATE</b>	<b>2021 ESTIMATE</b>
Ambulance Fees	\$843,347	\$860,657	\$839,397	\$855,000	\$840,000	\$840,000	\$840,000	\$840,000	\$840,000
Grants	\$0	\$0	\$274,435	\$0	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$2,095	\$732,555	\$2,884	\$0	\$0	\$0	\$0	\$0	\$0
<b>ANNUAL RESOURCES</b>	<b>\$845,442</b>	<b>\$1,593,212</b>	<b>\$1,116,716</b>	<b>\$855,000</b>	<b>\$840,000</b>	<b>\$840,000</b>	<b>\$840,000</b>	<b>\$840,000</b>	<b>\$840,000</b>

**ACTUAL GF REVENUES FOR 2013 THROUGH 2015  
ESTIMATED GF REVENUES FOR 2016-2021**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ESTIMATE	2017 ESTIMATE	2018 ESTIMATE	2019 ESTIMATE	2020 ESTIMATE	2021 ESTIMATE
PROPERTY TAXES	\$6,342,030	\$6,538,294	\$7,291,044	\$6,935,000	\$6,500,000	\$6,500,000	\$6,500,000	\$6,500,000	\$6,500,000
MUNICIPAL INCOME TAX	\$22,455,582	\$23,161,191	\$24,039,749	\$24,260,000	\$25,160,000	\$25,950,000	\$25,950,000	\$26,050,000	\$26,050,000
OTHER LOCAL TAXES									
ADMISSION TAX	\$89,551	\$164,030	\$97,038	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000
HOTEL/MOTEL TAX	\$1,229	\$988	\$248	\$1,000	\$0	\$0	\$0	\$0	\$0
STATE LEVIED/SHARED TAXES									
LCL GOVT FUND - COUNTY	\$1,012,858	\$1,217,973	\$1,335,009	\$1,350,000	\$1,350,000	\$1,350,000	\$1,350,000	\$1,350,000	\$1,350,000
LCL GOVT FUND - STATE	\$174,253	\$172,142	\$135,271	\$80,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000
INHERITANCE TAX	\$492,161	\$126,740	\$99,893	\$0	\$0	\$0	\$0	\$0	\$0
LIQUOR & BEER PERMITS	\$62,154	\$66,843	\$59,610	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
KILOWATT/PUBLIC UTILITY TAX	\$9,442	\$9,442	\$4,721	\$8,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
CIGARETTE TAX	\$1,044	\$1,039	\$976	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENT GRANTS & CONTRACTS									
STATE ROLLBACK REIMB	\$734,327	\$747,128	\$746,519	\$715,000	\$685,000	\$685,000	\$685,000	\$685,000	\$685,000
STATE HOMESTEAD EXEMPT REIMB	\$212,301	\$225,193	\$240,112	\$225,000	\$220,000	\$220,000	\$220,000	\$220,000	\$220,000
COMMERCIAL ACTIVITY TAX	\$33,462	\$33,462	\$32,273	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE ON AGING	\$12,099	\$12,051	\$10,554	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
CHARGES FOR SERVICES									
REFUSE COLLECTION	\$2,149,174	\$2,260,669	\$2,236,857	\$2,200,000	\$2,200,000	\$2,200,000	\$2,200,000	\$2,200,000	\$2,200,000
RECREATION, COMMUNITY CENTER & OFFICE ON AGING	\$1,023,086	\$1,076,585	\$1,088,897	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000
POLICE	\$23,248	\$28,735	\$11,011	\$20,000	\$0	\$0	\$0	\$0	\$0
PARKING METERS	\$164,945	\$152,213	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$1,771	\$631	\$480	\$1,000	\$0	\$0	\$0	\$0	\$0
FEES, LICENSES, PERMITS									
POLICE	\$339,736	\$357,269	\$322,479	\$320,000	\$320,000	\$320,000	\$320,000	\$320,000	\$320,000
BLDG SERVICES	\$478,742	\$652,041	\$851,702	\$560,000	\$205,000	\$205,000	\$205,000	\$205,000	\$205,000
HOUSING INSPECTIONS	\$844,381	\$1,020,305	\$1,202,705	\$990,000	\$1,075,000	\$1,075,000	\$1,075,000	\$1,075,000	\$1,075,000
WASTE DISPOSAL FEE	\$218,499	\$228,547	\$174,651	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
OTHER	\$44,484	\$47,831	\$98,729	\$50,000	\$50,000	\$40,000	\$40,000	\$40,000	\$40,000
INTEREST EARNINGS	\$77,655	\$71,506	\$78,721	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
FINES AND FORFEITURES									
CRIMINAL FINES & COSTS	\$1,673,141	\$1,481,556	\$1,373,773	\$1,575,000	\$1,250,000	\$1,250,000	\$1,200,000	\$1,200,000	\$1,200,000
CIVIL COSTS	\$169,278	\$162,321	\$172,376	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000
PARKING FINES & COSTS	\$560,096	\$560,645	\$523,218	\$550,000	\$525,000	\$520,000	\$520,000	\$520,000	\$520,000
ALL OTHER REVENUE									
INDIRECT COST REIMBURSEMENT	\$360,000	\$535,000	\$535,000	\$525,000	\$535,000	\$535,000	\$535,000	\$535,000	\$535,000
SID PROPERTY TAX PAYMENT	\$213,981	\$382,060	\$356,502	\$350,000	\$360,000	\$360,000	\$360,000	\$360,000	\$360,000
RECYCLING	\$54,445	\$70,629	\$22,098	\$10,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
ALL OTHERS	\$817,624	\$714,191	\$812,004	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
OPERATING TRANSFER-IN	\$775,813	\$566,513	\$10,044	\$200,000	\$0	\$0	\$0	\$0	\$0
SALE OF ASSETS	\$23,169	\$43,492	\$10,354	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$41,645,761</b>	<b>\$42,889,255</b>	<b>\$43,974,618</b>	<b>\$42,660,000</b>	<b>\$42,241,000</b>	<b>\$43,016,000</b>	<b>\$42,966,000</b>	<b>\$43,066,000</b>	<b>\$43,066,000</b>
<b>NON RECURRING REVENUES (INCLUDED ABOVE):</b>									
RITA SUBPOENA PROGRAM	\$500,000	\$677,000	\$739,928	\$350,000					
RITA RETAINER REFUND	\$259,412	\$290,487	\$261,022	\$250,000					
RESIDENT PAYOUT - INCOME TAXES			\$200,000						
OBWC REIMBURSEMENT	\$259,483	\$292,969							
BUILDING PERMITS			\$280,000						
MAYFIELD ROAD REIMBURSEMENT			\$428,268						
FIRST ENERGY REIMBURSEMENT			\$154,742						
NEORS D SETTLEMENT		\$200,000							
TRANSFER IN (FROM LOCAL PROGRAMMING FUND)	\$500,000	\$423,198		\$200,000					
<b>TOTAL NON RECURRING REVENUE</b>	<b>\$1,518,895</b>	<b>\$1,883,654</b>	<b>\$2,063,960</b>	<b>\$800,000</b>					
<b>TOTAL RECURRING REVENUE</b>	<b>\$40,126,866</b>	<b>\$41,005,601</b>	<b>\$41,910,658</b>	<b>\$41,860,000</b>	<b>\$42,241,000</b>	<b>\$43,016,000</b>	<b>\$42,966,000</b>	<b>\$43,066,000</b>	<b>\$43,066,000</b>



# 2016 City of Cleveland Heights Community Survey (Draft)

Please take a few minutes to complete this survey. Your input is an important part of the City's on-going effort to involve citizens in long-range planning and improving the quality of city services. If you have questions, please call Judy Hayes at (216) 291-3737. **THANK YOU!**

1. **MAJOR CATEGORIES OF CITY SERVICES.** Please rate your overall satisfaction with major categories of services provided by the City of Cleveland Heights on a scale of 1 to 5 where 5 means "very satisfied" and 1 means "very dissatisfied."

Major Categories of City Services	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. Overall quality of police services	5	4	3	2	1	9
B. Overall quality of fire and ambulance services	5	4	3	2	1	9
C. Overall quality of City parks and recreation programs and facilities	5	4	3	2	1	9
D. Overall maintenance of City streets, buildings & facilities	5	4	3	2	1	9
E. Overall quality of City water services	5	4	3	2	1	9
F. Overall enforcement of City codes and ordinances	5	4	3	2	1	9
G. Overall quality of customer service you receive from City employees	5	4	3	2	1	9
H. Overall effectiveness of City communication with the public	5	4	3	2	1	9
I. Overall quality of solid waste services (trash, recycling, yard waste)	5	4	3	2	1	9
J. City's efforts to conserve energy and protect the environment	5	4	3	2	1	9

2. Which **THREE** of the **Major Categories of City Services** do you think are most important for the City to provide? [Write in the letters below using the letters from the list in Question 1 above].

1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ 3<sup>rd</sup>: \_\_\_\_\_

3. **PERCEPTIONS OF THE CITY.** Several items that may influence your perception of the City of Cleveland Heights are listed below. Please rate your satisfaction with each item on a scale of 1 to 5 where 5 means "very satisfied" and 1 means "very dissatisfied."

Quality of Life	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. Overall quality of services provided by the City	5	4	3	2	1	9
B. Overall image of the City	5	4	3	2	1	9
C. Overall quality of life in the City	5	4	3	2	1	9
D. Overall quality of your neighborhood	5	4	3	2	1	9
E. The overall value that you receive for your city tax dollars and fees	5	4	3	2	1	9

4. Please rate Cleveland Heights on a scale of 1 to 5 where 5 means "Excellent" and 1 means "Poor" with regard to each of the following:

Ratings of the City	Excellent	Good	Neutral	Below Average	Poor	Don't Know
A. As a place to live	5	4	3	2	1	9
B. As a place to raise children	5	4	3	2	1	9
C. As a place to visit	5	4	3	2	1	9
D. As a place to work	5	4	3	2	1	9
E. As a place to retire	5	4	3	2	1	9

5. **CUSTOMER SERVICE.** Have you contacted the City with a question, problem, or complaint during the past year?

- \_\_\_(1) Yes [answer Question 5a-c]
- \_\_\_(2) No [go to Question 6]

5a. [If YES to Question 5] **Which Department did you contact most recently?**

- |  |                                 |
|--|---------------------------------|
| ___(1) Public Works (street maintenance, trash, recycling, yard waste, forestry) | ___(6) Water Department         |
| ___(2) Police Department   | ___(7) Planning and Development |
| ___(3) Fire/EMS  | ___(8) Community Relations      |
| ___(4) Community Center  | ___(9) Building Department      |
| ___(5) City Manager/City Council   | ___(10) Housing Department      |
|  | ___(11) Other: _____            |

5b. [If YES to Question 5] **How easy was it to contact the person you needed to reach in the Department you listed in Question #5a?**

- |                      |                       |                   |
|----------------------|-----------------------|-------------------|
| ___(1) Very Easy     | ___(3) Difficult      | ___(9) Don't know |
| ___(2) Somewhat Easy | ___(4) Very Difficult |                   |

5c. [If YES to Question 5] **Several factors that may influence your perception of the quality of customer service you receive from City employees are listed below. For each item, please rate how often the employees you have contacted during the past year have displayed the behavior described on a scale of 1 to 5, where 5 means "Always" and 1 means "Never."**

	Always	Usually	Sometimes	Seldom	Never	Don't Know
(1) They were courteous and polite .....	5	4	3	2	1	9
(2) They gave prompt, accurate, and complete answers to questions .....	5	4	3	2	1	9
(3) They did what they said they would do in a timely manner.....	5	4	3	2	1	9
(4) They helped you resolve an issue to your satisfaction .....	5	4	3	2	1	9

6. **UTILITY SERVICES.** For each of the items listed below, please rate your satisfaction on a scale of 1 to 5 where 5 means "very satisfied" and 1 means "very dissatisfied."

Utility Services	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. Residential trash collection services	5	4	3	2	1	9
B. Curbside recycling services	5	4	3	2	1	9
C. Yard waste (leaves, brush, etc.) removal services	5	4	3	2	1	9
D. Water service	5	4	3	2	1	9
E. Sewer service	5	4	3	2	1	9

7. Which TWO of the **Utility Services** listed above do you think are most important for the City to provide? [Write in the letters below using the letters from Question 6 above].

1<sup>st</sup>: \_\_\_\_ 2<sup>nd</sup>: \_\_\_\_

8. **DEVELOPMENT AND REDEVELOPMENT.** Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following areas of development and redevelopment in Cleveland Heights:

Ratings of the Development and Redevelopment	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. Overall quality of new residential development	5	4	3	2	1	9
B. Overall quality of new retail development (stores, restaurants, etc.)	5	4	3	2	1	9
C. Redevelopment of abandoned or under-utilized properties	5	4	3	2	1	9
D. Diversity of existing retail, restaurant and other commercial businesses	5	4	3	2	1	9
E. Efforts to attract new businesses to the community	5	4	3	2	1	9

9. Which TWO of the Development and Redevelopment activities listed above do you think are most important for the City to provide? [Write in the letters below using the letters from Question 9 above].

1st: \_\_\_\_ 2nd: \_\_\_\_

10. **PUBLIC SAFETY SERVICES.** Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following public safety services provided by the City of Cleveland Heights:

Public Safety	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. The visibility of police in neighborhoods	5	4	3	2	1	9
B. The visibility of police in commercial/retail areas	5	4	3	2	1	9
C. The City's efforts to prevent crime	5	4	3	2	1	9
D. How quickly police respond to emergencies	5	4	3	2	1	9
E. Enforcement of local traffic laws	5	4	3	2	1	9
F. Police-related education programs	5	4	3	2	1	9
G. Overall quality of police services	5	4	3	2	1	9
H. How quickly fire personnel respond to emergencies	5	4	3	2	1	9
I. Quality of the City's fire prevention programs	5	4	3	2	1	9
J. Fire-related education programs	5	4	3	2	1	9
K. Overall quality of local fire protection	5	4	3	2	1	9
L. How quickly ambulance personnel respond to emergencies	5	4	3	2	1	9
M. Overall quality of ambulance service	5	4	3	2	1	9

11. Which FOUR of the Public Safety items listed above do you think are most important for the City to provide? [Write in the letters below using the letters from the list in Question 11 above].

1st: \_\_\_\_ 2nd: \_\_\_\_ 3rd: \_\_\_\_ 4th: \_\_\_\_

12. **PERCEPTIONS OF SAFETY.** On a scale of 1 to 5, where 5 means "Very Safe" and 1 means "Very Unsafe," please rate how safe you feel in the following situations:

Feeling of Safety	Very Safe	Safe	Neutral	Unsafe	Very Unsafe	Don't Know
A. In your neighborhood during the day	5	4	3	2	1	9
B. In your neighborhood at night	5	4	3	2	1	9
C. In City parks	5	4	3	2	1	9
D. In commercial and retail areas during the day	5	4	3	2	1	9
E. In commercial and retail areas at night	5	4	3	2	1	9
F. Overall feeling of safety in Cleveland Heights	5	4	3	2	1	9

13. **CODE ENFORCEMENT.** Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following:

Enforcement of City Codes and Ordinances	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. Enforcing the clean-up of debris on private property	5	4	3	2	1	9
B. Enforcing the mowing and cutting of weeds and tall grass on private property	5	4	3	2	1	9
C. Enforcing snow removal on sidewalks	5	4	3	2	1	9
D. Enforcing the exterior maintenance of residential property	5	4	3	2	1	9
E. Enforcing the exterior maintenance of business property	5	4	3	2	1	9
F. Overall quality of the building and permit process	5	4	3	2	1	9

14. Which TWO of the Code Enforcement activities listed above do you think are most important for the City to provide? [Write in the letters below using the letters from Question 14 above].

1st: \_\_\_\_ 2nd: \_\_\_\_

15. **TRANSPORTATION.** How satisfied are you with the following aspects of transportation in the City of Cleveland Heights:

Transportation	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. Availability of public transportation	5	4	3	2	1	9
B. Availability of bicycle lanes	5	4	3	2	1	9
C. Condition of sidewalks in the City	5	4	3	2	1	9
D. Convenience of parking in the City	5	4	3	2	1	9

16. **MAINTENANCE SERVICES.** Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following services provided by the City:

City Maintenance	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. Maintenance of major city streets	5	4	3	2	1	9
B. Maintenance of streets in your neighborhood	5	4	3	2	1	9
C. Snow removal on major City streets	5	4	3	2	1	9
D. Snow removal on streets in your neighborhood	5	4	3	2	1	9
E. Mowing and trimming along City streets and other public areas	5	4	3	2	1	9
F. Overall cleanliness of city streets and other public areas	5	4	3	2	1	9
G. Adequacy of city street lighting	5	4	3	2	1	9
H. Tree trimming and urban forestry along City streets and other public areas	5	4	3	2	1	9

17. Which THREE of the City Maintenance services listed above do you think do you think are most important for the City to provide? [Write in the letters below using the letters from the list in Question 17 above].

1st: \_\_\_\_ 2nd: \_\_\_\_ 3rd: \_\_\_\_

18. **PARKS AND RECREATION**

18a. Have you or other members of your household visited a Cleveland Heights City park during the past 12 months? \_\_\_\_ (1) Yes \_\_\_\_ (2) No

18b. Have you or other members of your household visited the Cleveland Heights Community Center during the past 12 months? \_\_\_\_ (1) Yes \_\_\_\_ (2) No

18c. Have you or other members of your household participated in any Parks and Recreation programs offered by the City of Cleveland Heights during the past 12 months? (fitness class, summer camp, outdoor sports, etc.) \_\_\_\_ (1) Yes \_\_\_\_ (2) No

19. How satisfied are you with the following aspects of Parks and Recreation in the City of Cleveland Heights:

Parks and Recreation	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. Maintenance of city parks	5	4	3	2	1	9
B. Number of city parks	5	4	3	2	1	9
C. Number of walking and biking trails	5	4	3	2	1	9
D. Cumberland Pool and programs	5	4	3	2	1	9
E. Quality of outdoor athletic fields	5	4	3	2	1	9
F. Youth recreation opportunities	5	4	3	2	1	9
G. Adult recreation opportunities	5	4	3	2	1	9
H. Senior recreation opportunities	5	4	3	2	1	9
I. The city's youth athletic programs	5	4	3	2	1	9
J. The city's adult athletic programs	5	4	3	2	1	9
K. Maintenance and appearance of the Community Center	5	4	3	2	1	9
L. Programs and activities offered at the Community Center	5	4	3	2	1	9
M. Quality of instructors and coaches recreation programs	5	4	3	2	1	9
N. Ease of registering for programs	5	4	3	2	1	9
O. Fees charged for recreation programs	5	4	3	2	1	9

20. Which THREE of the Parks and Recreation services listed above do you think are most important for the City to provide? [Write in the letters below using the letters from Question 20 above].

1<sup>st</sup>: \_\_\_\_ 2<sup>nd</sup>: \_\_\_\_ 3<sup>rd</sup>: \_\_\_\_

21. Are there any parks and recreation programs or facilities that you think the City should provide that are not currently offered by the City?

1<sup>st</sup> suggestion: \_\_\_\_\_ 2<sup>nd</sup> suggestion: \_\_\_\_\_

22. CAIN PARK

22a. Have you or other members of your household attended a concert or show at Cain Park during the last 12 months? \_\_\_\_\_(1) Yes [answer A-F below] \_\_\_\_\_(2) No [go to Question 24]

[Only if YES to Question 23a.] For each of the items listed below, please rate your satisfaction on a scale of 1 to 5 where 5 means "very satisfied" and 1 means "very dissatisfied."

Cain Park	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. Overall quality of the facility	5	4	3	2	1	9
B. Overall quality of shows and events	5	4	3	2	1	9
C. Variety of shows and events	5	4	3	2	1	9
D. Affordability of shows and events	5	4	3	2	1	9
E. Ease of purchasing tickets for shows and events	5	4	3	2	1	9
F. Overall quality of concessions	5	4	3	2	1	9

23. COMMUNICATIONS Which of the following sources do you currently use to get information about City of Cleveland Heights? (check all that apply)

- |                                  |                                |
|----------------------------------|--------------------------------|
| ____(1) City Focus Magazine      | ____(6) Plain Dealer/Sun Press |
| ____(2) City E-Newsletter        | ____(7) cleveland.com          |
| ____(3) City Website             | ____(8) Heights Observer       |
| ____(4) City Facebook or Twitter | ____(9) Other: _____           |
| ____(5) City Cable Channel       |                                |

24. Which of the following do you currently use at home? (check all that apply)

- (1) Facebook  
 (2) YouTube  
 (3) Twitter  
 (4) Text Messaging  
 (5) E-mail  
 (6) Internet  
 (8) Other: \_\_\_\_\_  
 (9) None

25. Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following aspects of communication provided by the City of Cleveland Heights:

City Communications	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
A. The availability of information about City programs and services	5	4	3	2	1	9
B. City efforts to keep you informed about local issues	5	4	3	2	1	9
C. The level of public involvement in local decision making	5	4	3	2	1	9
D. The level of public involvement in the City's budget process	5	4	3	2	1	9
E. The quality of programming on the City's cable television channel	5	4	3	2	1	9
F. The usefulness of the City's web page	5	4	3	2	1	9
G. The usefulness of the Focus Magazine	5	4	3	2	1	9

26. **MAINTAINING CURRENT SERVICE LEVELS.** Using a scale of 1 to 5, where 5 means "Very Willing" and 1 means "Not Willing At All," please rate your willingness to pay an increase in City taxes and/or fees to maintain current levels of service in the following areas:

Public Services	Very Willing	Willing	Neutral	Not Willing	Not Willing at All	Don't Know
A. Police service	5	4	3	2	1	9
B. Fire/EMS service	5	4	3	2	1	9
C. City infrastructure maintenance (streets, sewer lines, water lines, buildings, and facilities)	5	4	3	2	1	9
D. Parks, recreation, and cultural amenities	5	4	3	2	1	9
E. Solid waste service (trash, recycling, yard waste)	5	4	3	2	1	9

27. Which THREE of the following community issues do you think should be the City's top priorities over the next TWO years? (check up to 3 items)

- (1) Neighborhood Revitalization  
 (2) Public Safety  
 (3) Environmental Stewardship  
 (4) Infrastructure Maintenance  
 (5) Youth Outreach  
 (6) Housing Development  
 (7) Retail/Commercial District Revitalization  
 (8) Business Development  
 (9) Improve Recreational/Cultural Amenities  
 (10) Other: \_\_\_\_\_

28. Which of the following best describes your race/ethnicity? (check all that apply)

- (1) Asian/Pacific Islander  
 (2) Black/African American  
 (3) White  
 (4) Hispanic  
 (5) American Indian/Eskimo  
 (6) Other: \_\_\_\_\_

29. How many (counting yourself) people in your household are?

Under age 10 \_\_\_\_\_ Ages 20-34 \_\_\_\_\_ Ages 55-74 \_\_\_\_\_

Ages 10-19 \_\_\_\_

Ages 35-54 \_\_\_\_

Ages 75+ \_\_\_\_

30. Do you own or rent your home?

\_\_\_\_(1) Rent

\_\_\_\_(2) Own

31. Approximately how many years have you lived in the City of Cleveland Heights? \_\_\_\_\_ years

32. Your gender:

\_\_\_\_(1) Male

\_\_\_\_(2) Female

33. Do you have any other suggestions for improving the quality of City services? If so, please write your suggestion in the space provided below.

**OPTIONAL:** If you would like to participate in future on-line surveys or would be willing to attend focus groups that are sponsored by the City of Cleveland Heights, please provide your contact information below:

Your Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Your Email Address: \_\_\_\_\_

**This concludes the survey. Thank you for your time!**

Please Return Your Completed Survey in the Enclosed Postage Paid Envelope Addressed to:  
ETC Institute, 725 W. Frontier Circle, Olathe, KS 66061

Your responses will remain Completely Confidential. The information printed on the sticker to the right will ONLY be used to help identify which areas of the City are having problems with city services. If your address

is not correct, please provide the correct information. Thank you.

DRAFT

**TO: TANISHA R. BRILEY, CITY MANAGER**

**FROM: SUSANNA NIERMANN O'NEIL, ASSISTANT CITY MANAGER**

**RE: COMMUNITY OUTREACH UPDATE**

**DATE: JUNE 10, 2016**

**COMMUNITY RELATIONS:**

**There are 3 races in the City this month:**

- **June 11<sup>th</sup> – the Shaker Nature Center 50<sup>th</sup> Anniversary run**
- **June 18<sup>th</sup> – the annual Communion of Saints fundraiser run**
- **June 26<sup>th</sup> – The annual Celebrate Beaumont race**

**Potter Village will host their annual meeting on June 21<sup>st</sup>.**

**Noble Neighbors had a very positive wrap up meeting with 40+ residents in attendance regarding their May weekend event. There are plans to possibly use the Rocket Car sometime later this year since they had to shut it down the 2<sup>nd</sup> day due to snow. They hope to have a Fall event in the neighborhood.**

**Coventry Village has a long list of summer events. (Please see enclosed the brochure that outlines the events – especially Star Wars night on August 6<sup>th</sup> which will feature Death Star storm troopers!)**

**PUBLIC RELATIONS:**

- **The City will have a full page in the City Visitor for the summer edition.**
- **Staff is preparing articles and photos for the next Focus/Recreation book to come out in early September.**

**SOCIAL MEDIA /CHANNEL 20:**

- **There was a FB/You Tube posting of the History lecture given in May on the history of buildings in the City –libraries, schools and civic.**
- **Staff posted a Throwback photo of Cumberland Pool to celebrate the opening of the pool**
- **A City News email blast (2,000) went out regarding the Cain Park Splash Pad and Cumberland Pool , including dates and times for patrons.**



# MEMORANDUM

**TO:** Tanisha Briley-City Manager  
**FROM:** Alex Mannarino-Public Works Director  
**DATE:** June 10, 2016  
**RE:** Weekly Update

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## **Lee Road Streetscape**

S.E.T. relocated the fire hydrant at Superior and Lee in order to accommodate the new traffic signal foundation.



Our team met with members of GPD, and S.E.T. to discuss the location of the pedestrian lighting trench on Lee Road.

GPD Group was out identifying the locations of the foundations for the new traffic signals. We have not experienced any major set-backs.

## **Construction Project Updates**

### **2016 Road Resurfacing**

Construction continues at Fire Station #2 for the replacement of the concrete parking lot. The contractor is pouring concrete in stages in order to maintain access to the station.

### **2016 Surface Treating**

Specialized Construction continues to move through the city making surface repairs to the streets scheduled for surface treatment.

## **2016 Pavement Striping**

J.D. Striping and company have been out continuing all of the manual hand spraying. There have not been any setbacks and they are on schedule.

## **2016 Traffic Signal Reconstruction**



The new signal cabinet and pedestrian poles have been installed at North Park and Lee. We have not experienced any major set-backs

## **Mayfield Signalization**

Current alternate traffic light scheme continues.

## **Dominion East Ohio**

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

We received a request to start work on Lee Road between Mayfield Rd. and Euclid Hts. Blvd. Construction is tentatively scheduled for the beginning of July.

## **Service Department**

Street Maintenance crews have been out and about. Crews have been performing road repairs, crack sealing, and concrete work.

All other public works operations continued as normal.

Date: June 10, 2016

To: Tanisha Briley, City Manager

From: Collette Clinkscale, Utilities Commissioner

Subject: Water and Sewer Department Weekly Update

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#### Water

- Repaired fire hydrant at Monticello and Taylor
- Repaired water main break on Burbridge
- Repaired service line on Woodridge (2 days)
- Repaired broken curb boxes for delinquent accounts on Revere, Kirkwood and Atherstone
- Collected water samples
- Surveyed o.o.s. fire hydrants
- Mailed 150 delinquent notices for next week's turn-offs
- Flushed curb boxes to turn off delinquent accounts
- Addressed misc. inquiries regarding prior repair work
- Plumbing contractor wrapped up backflow device testing of City owned properties

#### Sewer

- Ran sewer machine on Clarendon, Langton, E. Derbyshire, Eddington, Altamont, Edgehill, Greyton, Rumson and Nelaview
- Started basin repair on Princeton (vactor truck o.o.s.)
- Replaced sidewalk block at 2900 Overlook
- Repaired catch basin on Castleton
- Repaired tree lawns on Edison, Castleton, Woodview, N. Taylor, Newbury, Monticello, Caledonia, Somerton and Cumberland
- Surveyed catch basins to be cleaned
- Work in process by Triple A to repair the pump in Forest Hills Park

#### Other

- Participated in weekly billing transition meeting
- Attended bi-weekly executive transition meeting
- Attended weekly billing transition meeting
- Continue to coordinate with a number of contractors for the Heights High School Project
- On-going coordination with MIS on Cleveland Water requests
- Coordination of catch basin cleaning in process with Cuyahoga County (cleaning will commence on Saturday, 6/11/16, assigning approximately 400 basins to be cleaned on most major streets) Currently the City's vactor is o.o.s.

## MEMORANDUM

**To:** Tanisha Briley, City Manager  
**From:** Richard Wong, Director of Planning and Development  
**Date:** June 10, 2016  
**Subject:** Weekly Update

### Planning Commission

Chicken coop #45 was approved at 2272 Westminster Road. Staff will be mailing a survey to the approved coop owners asking among other questions if the coop still exists.

Also approved was artist Shannon Morris's "Artful"—a collection of artists' work spaces in 5400 square feet at the Coventry School building. Ensemble Theater's Managing Director Martin Cosentino welcomed Artful but was concerned about the shortage of parking in the Coventry School lot. We will ask the District to help its tenants develop a coordinated activities and parking plan to make the most of all nearby parking.

An absent Craig Cobb was elected Chair and Jessica Cohen Vice Chair.



### Mitchell's Chocolates Staying

Yearning for a retirement of travel and leisure, Bill Mitchell had difficulty creating a succession plan until now. One of his hangups as his staff will attest is Bill's insistence on the best. Just as particular about the successors, it came down to the wire but Jason Hallaman and Emily Bean made the cut. The final hurdle was solved thanks to a Kickstarter campaign that surpassed a goal to raise \$60,000 for operations and equipment maintenance. Bill will remain until the couple is fully capable of carrying Mitchell's into the future.

### Architectural Board of Review

One garage and four home additions were approved. Delamere resident and designer Sharon Sanders received approval for another of her glamorous kitchen renovations at 2221 Tudor Drive. Since the appointment of Melissa

Fliegel, Mike Wellman and alternate Erik Lund, ABR attendance has been excellent as has been the quality of reviews.

The June 21 agenda includes 13 cases of which 9 are garages. Most of these homes' original garages had a leak-prone flat roof and an inadequate foundation. One, however, was crushed by the same oak tree that flattened Vince Reddy's garage on Vineshire Road.

### **Housing Development Update**

For Master Planning purposes a chart was updated with sales prices for the largest housing development projects since 2000. An estimated \$93,707,000 in new dwellings have been purchased in 11 multi-family projects.

### **Cedar Lee Deck**

Motorcars Honda needed extra parking from now until August to manage an airbag recall. Half of the top level of the deck (51 spaces) will be leased month-to-month at the City's parking permit rate which averages out to be \$1.38 per day per space.

### **Tax Incentive Review Council**

The annual meeting is next Thursday, June 16 at 1:30 in the County Headquarters at 2079 East 9<sup>th</sup> Street. The TIRC will review the 2015 costs and benefits of the 30% property tax abatement provided to HealthSpan at 10 Severance Circle. Staff expects the parcel to yield no property taxes in the future since MetroHealth is the new owner and they pay no property taxes at other facilities.

# Memorandum

To: Tanisha Briley, City Manager

From: Joseph P. McRae, Parks and Recreation Director

Subject: Parks and Recreation Department Update

Date: June 10, 2016

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

## General Announcements

- Cumberland Pool and the Cain Park Splash Pad will open for the season on Saturday, June 11.
- Metro Health's Dr. Natalie Joseph will provide a W.O.W. talk on "What Women Should Know About Breast Cancer" on Monday, June 13 at 6:30pm in the Senior Center.
- The Jump Start Sports *2016 Summer Fun Camp* begins on Monday, June 13 for boys and girls (grade K- 6) at the Community Center.

## Senior Activity Center

- "Our Stories" Portrayals of Life senior performance will take place at the Cain Park Alma Theater at 1pm on Wednesday, June 15. This program is the culmination of a grant from the Ohio Arts Council. Admission is free.
- Cleveland Heights Fire Department held a session on Fire Prevention
- Color Coordinators (an adult coloring group) had their monthly meeting
- Artists taking classes at the senior center finished hanging their display of original work on the senior center walls

## Cain Park

Upcoming events include:

- Bela Fleck and the Fleckstones – Friday, June 10 at 8pm
- Ziggy Marley – Thursday, June 16 at 8pm
- Jim Brickman – Friday, June 17 at 8pm
- Imagination Movers – Saturday, June 18 at 3pm



# Cleveland Heights Fire Department

## Weekly Activity Report

Total Emergency Calls Year To Date	2,682
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Total Emergency Calls for Period	95
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Report Date Period: 06/03/2016 - 06/10/2016

### 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	15	488	532	18.72 %
Emergency Structure Fire Count		27	32	
Emergency Non Structure Fire Count	14	452	495	
Emergency Vehicle Fire Count	1	9	5	

### Emergency Medical Data

Total Emergency Run Count	80	2,194	2,134	81.28 %
Emergency Medical Run Count	76	2,116	2,042	
Automobile Accident Run Count	4	78	92	
Advanced Life Support Run Count	25	595	642	
Basic Life Support Run Count	54	1,587	1,469	
Total EMS Transports	48	1,435	1,386	
Total EMS Non Transports	20	653	667	

## Mutual Aid Run Count to Date

<b>Mutual aid received</b>	SEFD A - 18 SHFD A - 18 ECFD A - 8 UHFD A - 12
<b>Mutual aid given</b>	SEFD A - 17 SHFD A - 16 ECFD A - 8 UHFD A - 8
<b>Automatic aid received</b>	SEFD A - 1 SHFD A - 7 ECFD A - 0 UHFD A - 2
<b>Automatic aid given</b>	SEFD A - 0 SHFD A - 3 ECFD A - 0 UHFD A - 6

<b><u>Fire Prevention Bureau</u></b>	<b><u>Current Period</u></b>	<b><u>Year to Date</u></b>
<b>Total Completed Fire Inspections</b>	<b>5</b>	<b>244</b>
<b>Company Fire Inspections</b>	<b>4</b>	<b>25</b>
<b>Fire Prevention Fire Inspections</b>	<b>1</b>	<b>29</b>
<b>Fire Alarm Test Inspections</b>		<b>1</b>
<b>Kitchen Supression Test Inspections</b>		<b>7</b>
<b>Sprinkler Test Inspections</b>		<b>1</b>
<b>Other Inspections</b>		<b>181</b>
<b>Smoke Detectors Distributed</b>	<b>3</b>	<b>65</b>



CITY OF  
CLEVELAND  
HEIGHTS 

DEPARTMENT OF POLICE

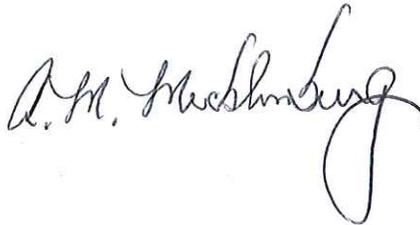
Annette M. Mecklenburg, CHIEF

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

**MEMORANDUM**

**To:** Tanisha R. Briley, City Manager

**From:** Annette M. Mecklenburg, Chief of Police



**Date:** June 10, 2016

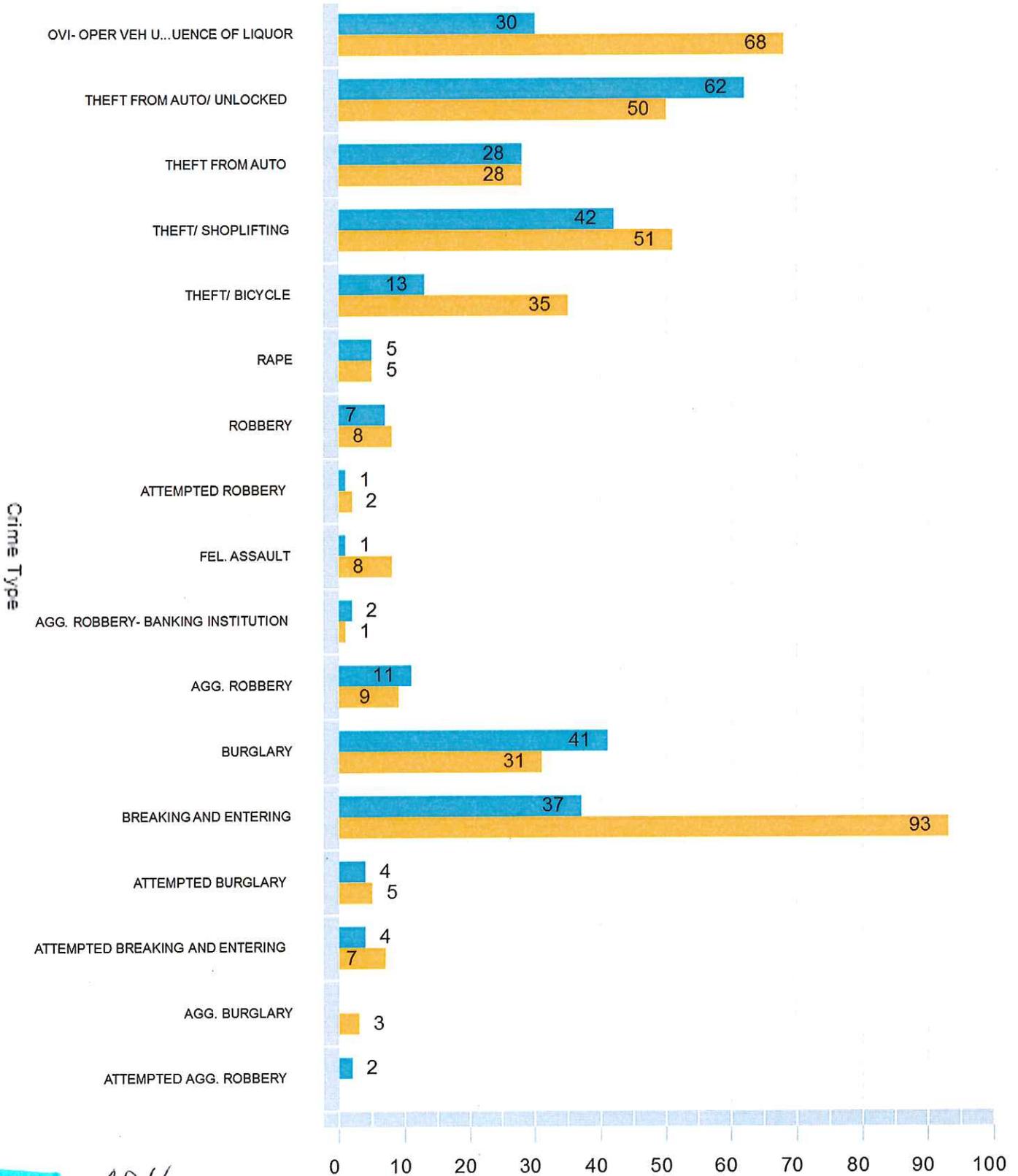
**Subject:** Weekly Update

**On Monday, June 13<sup>th</sup> Capt. Britton, Capt. Dolan, and myself will be attending a training session in Crisis Communications to be held at Executive Caterers at Landerhaven. This course is being offered at no cost through Hennes Communications. The course is designed to help prepare Law Enforcement Officers about how to better communicate during a crisis situation.**

**On Wednesday, June 15<sup>th</sup> at Noon, the Cleveland Heights Police Academy will celebrate its' graduation at Park Synagogue. This is the 100<sup>th</sup> graduating class of the Police Academy. Twenty-four cadets successfully completed the training. The guest speaker for the graduation will be Chief Rick Porrello.**

**As part of our continuing training in the police department, over the next two weeks all officers will take part in Active Shooter training. This training will provide officers with the knowledge, skills, and abilities necessary to effectively respond to an active shooter incident. This training will take place at the former Regal Cinema at Severance.**

Dashboard Tab



 2016  
 2015

Friday, January 01, 2016 to Wednesday, June 08, 2016 COMPARED TO Thursday, January 01, 2015 to Monday, June 08, 2015

# MEMO



**To:** Tanisha Briley, City Manager  
**From:** Randi Ferritto, Administrative Assistant  
**Subject:** Weekly Report - Building Department - New Submissions  
**Date:** June 10, 2016

We had a total of 23 Commercial/Residential Building permits issued this past week. There were 45 additional permits issued consisting of Apron/Driveway/Sidewalk, Electrical, Plumbing, Mechanical & Sign Permits, a total of 68 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>
2240-42 Lee Road	Zoma Ethiopian Restaurant	Interior Remodel
2863 Mayfield Road	Yaniv Holdings	Roofing
2280 Bellfield Road	2280 Bellfield Rd. LTD.	Fire Escape

Attached is a copy of the Building Department's weekly report. It details department activity from June 3, 2016 through June 9, 2016. It compares the same week recorded during the last 2 years. Also included are Permit Statistics for June 3, 2015 through June 9, 2015, June 3, 2014 through June 9, 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 23 Contractors register totaling \$3550.00 in fees.

*rf*

**PERMITS ISSUED & ESTIMATED VALUATION OF CONSTRUCTION**

**6-3-14 --6-9-14, 6-3-15 --6-9-15 and 6-3-16 -- 6-9-16 AND A COMPARISON OF YEAR TO DATE TOTALS.**

PERMITS	2014	2015	2016	2014		YEAR TO DATE		
				INCREASE(+)	DECREASE(-)	2014	2015	2016
BUILDING (RESIDENTIAL)	26	25	21	-	4	377	371	354
BUILDING (COMMERCIAL)	2	2	2		0	36	44	40
PLUMBING	12	9	11	+	2	205	190	216
ELECTRICAL	10	9	10	+	1	214	185	178
MECHANICAL	8	3	8	+	5	169	147	157
ASPHALT/CONCRETE	37	29	16	-	13	218	162	202
BILLIARDS	0	0	0		0	0	0	0
GAME MACHINE	0	0	0		0	15	4	2
CERTIFICATE OF USE	1	0	0		0	8	11	15
LINK DEPOSIT	0	0	0		0	8	19	0
MISCELLANEOUS	1	0	0		0	2	2	5
SIGN PERMIT	1	1	0	-	1	17	12	10
<b>TOTAL:</b>	<b>98</b>	<b>78</b>	<b>68</b>	<b>-</b>	<b>10</b>	<b>1269</b>	<b>1147</b>	<b>1179</b>

**ESTIMATED VALUATION OF CONSTRUCTION**

TYPE OF CONSTRUCTION	2014	2015	2016	2014		YEAR TO DATE		
				INCREASE(+)	DECREASE(-)	2014	2015	2016
<b>RESIDENTIAL</b>								
BUILDING PERMIT	\$ 953,088	\$ 189,106	\$1,060,348	+\$	871,242	\$ 6,928,131	\$4,535,568	\$5,007,168
<b>COMMERCIAL</b>								
BUILDING PERMITS	\$ 16,435	\$ 71,500	\$ 140,000	+\$	68,500	\$ 4,206,452	\$1,613,385	\$3,537,119
<b>TOTAL:</b>	<b>\$ 969,523</b>	<b>\$ 260,606</b>	<b>\$1,200,348</b>	<b>+\$</b>	<b>939,742</b>	<b>\$11,134,583</b>	<b>\$6,148,953</b>	<b>\$8,544,287</b>

rf

CLEVELAND HEIGHTS  
**COMMERCIAL PERMIT REPORT**  
 06/03/2016 TO 06/09/2016

PRNTRES  
 06/10/2016  
 11:44 AM

TYPE: BUILDING PERMIT

PERMIT # APP # PROJECT	PERMIT DT	ADDRESS OWNER	WORK DESCRIPTION CONTRACTOR DBA	ESTIMATED COST	STATUS	FEEES SQ FT
2016006982B 154597 PHASE II	6/6/2016	13263 CEDAR RD CLEVE.HTS.-UNIV.HTS.BRD. OF E	ALTERATION GILBANE BUILDING COMPANY	\$0	OPEN	0.00 0
2016006983B 154629 RUFFING-INT/EXT RENOVATIONS	6/8/2016	3380 FAIRMOUNT BLVD RUFFING MONTESSORI SCHOOL	INTERIOR REMODEL F. BUDDIE CONTRACTING	\$140,000	OPEN	0.00 0
PERMIT COUNT = 2				TOTAL EST. COST =	\$140,000	TOT FEEES = \$0.00

CLEVELAND HEIGHTS  
**RESIDENTIAL PERMITS REPORT**  
 06/03/2016 TO 06/09/2016

PRNTRES  
 06/10/2016  
 11:45 AM

TYPE: BUILDING PERMIT

PERMIT # APP # PROJECT	PERMIT DT	ADDRESS OWNER	WORK DESCRIPTION CONTRACTOR DBA	ESTIMATED COST	STATUS	FEEES SQ FT
2016040958B 154576 ROOFING	6/3/2016	3328 TULLAMORE RD HALL, BRIAN	ROOFING READER TINNING & ROOFING	\$4,660	OPEN	0.00 0
2016040959B 154577 WINDOWS/RMDL.BATH/KITCHEN	6/3/2016	2730 COLCHESTER RD EASTMAN, TOM	WINDOW REPLACEMENT CAP CONSTRUCTIONOM REMODEL - KITCHEN	\$50,000	OPEN	0.00 0
2016040960B 154580 WINDOW REPLACEMENT	6/3/2016	923 RAVINE DR WHITE-MILLER, JUANITA	WINDOW REPLACEMENT SOFT-LITE LLC	\$6,499	OPEN	0.00 0
2016040961B 154579 WINDOW REPLACEMENT	6/3/2016	3627 BERKELEY AVE PEARLMUTTER, CHARLES	WINDOW REPLACEMENT VYTEX CORP.	\$2,000	OPEN	0.00 0
2016040962B 154578 SIDING	6/3/2016	2193 REXWOOD RD ROACH, JAMES	SIDING HOME EXTERIORS	\$10,000	OPEN	0.00 0
2016040963B 154585 WINDOW REPLACEMENT	6/3/2016	3614 GROSVENOR RD FARMER, LEAMON	WINDOW REPLACEMENT CLEVELAND GLASS BLOCK	\$1,365	OPEN	0.00 0
2016040964B 154586 GARAGE ROOFING/TEAR/REROOF	6/3/2016	2253 HARCOURT DR FRENCH, ROGER/BARBARA	TEAR/REROOF CLEVELAND SLATE & COPPER	\$63,200	OPEN	0.00 0

2016040965B	6/6/2016	1924 REVERE RD 154591 ROBINS, EDWIN	STEPS YK BROTHERS CONST.	\$500 OPEN	0.00
STEPS					
-----					
2016040966B	6/7/2016	2803 AVONDALE AVE 154603 BURT, ROBERT & MARY	GARAGE - DEMO OWNER	\$0 OPEN	0.00
GARAGE DEMO					
-----					
2016040967B	6/6/2016	3226 SCARBOROUGH RD 154596 GOLDSTEIN, CARL	SIDING OWNER	\$10,000 OPEN	0.00
SIDING					
-----					
2016040968B	6/7/2016	3522 EDISON DR 154609 MARTIN, HARRY & SHARON	ROOFING GARAGE SMITH, BRAD ROOFING	\$2,452 OPEN	0.00
GARAGE-TEAR/ROOF					
-----					
2016040969B	6/7/2016	3670 WOODRIDGE RD 154604 KIM, SAN-CHUL	PORCH - NEW RENEW CONTRACTING	\$5,000 OPEN	0.00
REAR PORCH ADDITION					
-----					
2016040970B	6/7/2016	1267 OAKRIDGE DR 154608 COX,	WINDOW REPLACEMENT GLOBAL GLASS BLOCK	\$830 OPEN	0.00
WINDOW REPLACEMENT					
-----					
2016040971B	6/7/2016	3844 SEVERN RD 154607 TUSKEMIS,	WINDOW REPLACEMENT GLOBAL GLASS BLOCK	\$850 OPEN	0.00
WINDOW REPLACEMENT					
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2016040972B	6/7/2016	2515 FAIRMOUNT BLVD 154610 BICHE, MARK/MELANIE	NEW SINGLE FAMILY HOUSE PAYNE & PAYNE CUSTOM BLDRS.	\$874,992 OPEN	0.00
NEW SINGLE FAMILY HOUSE					
-----					
2016040973B	6/9/2016	3544 NORDWAY RD 154631 PINA, LESLEY	REMODEL - KITCHEN LBR HOMES LLC	\$1,000 OPEN	0.00
REMODEL KITCHEN					
-----					
2016040974B	6/8/2016	2520 FAIRMOUNT BLVD 154628 HUNNIOTT, CATHERINE/BRIAN	REMODEL - BATHROOM ARTISTIC RENOVATIONS	\$12,000 OPEN	0.00
REMODEL BATHROOM					
-----					
2016040975B	6/9/2016	3155 OVERLOOK RD 154632 BACHA, JOHN	REMODEL - BATHROOM OWNER	\$3,000 OPEN	0.00
REMODEL BATHROOM					
-----					
2016040976B	6/9/2016	3369 KILDARE RD 154630 O'BRYANT, JOYCE	ROOFING JOEL'S ROOFING	\$7,000 OPEN	0.00
ROOF					
-----					
2016040977B	6/9/2016	1655 IVYDALE RD 154634 MOORE, JAMES	WINDOW REPLACEMENT GREAT DAY IMPROVEMENTS	\$1,500 OPEN	0.00
WINDOW REPLACEMENT					
-----					
2016040978B	6/9/2016	3874 SUMMIT PARK RD 154633 WEMINDJI OHIO PARTNERS LP	WINDOW REPLACEMENT YUSEPH CONSTRUCTION PORCH REPAIRS REMODEL - BATHROOM REMODEL - KITCHEN	\$3,500 OPEN	0.00
GAR.&RETAIN.WALLREPAIRS/RMDL.BATH-KIT/PO					
-----					
PERMIT COUNT =	21	TOTAL EST. COST =		\$1,060,348	TOT FEES = \$0.00
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Proposed: 6/6/2016

RESOLUTION NO. 40-2016 (PSH), *Second Reading*

By Council Member

A Resolution authorizing the City Manager to enter into an agreement with Life Force Management, Inc., to provide billing, collection, and related services for all ambulance services rendered by the City; and declaring an emergency.

WHEREAS, this Council has authorized an agreement with Life Force Management, Inc., since 1998 for billing, collection, and related services for all ambulance services rendered by the City; and

WHEREAS, the services performed by Life Force Management, Inc., are professional services for which bidding is not required, and the fees and terms of its proposed renewal contract are reasonable and competitive.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. The City Manager be, and she is hereby, authorized to enter into an agreement with Life Force Management, Inc., for billing, collection, and related services for all ambulance services rendered by the City of Cleveland Heights for a term of three (3) years. The agreement shall be substantively similar to the proposed agreement on file with the Clerk of Council and shall be approved as to form by the Director of Law.

SECTION 2. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 3. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of public peace, health, and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to continue efficient operation of the City's ambulance services. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

RESOLUTION NO. 40-2016 (CRR)

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CHERYL L. STEPHENS, Mayor  
President of the Council

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TOM RAGUZ  
Clerk of Council

PASSED:

Proposed: 6/20/2016

RESOLUTION NO. 44-2016 (F)

By Council Member

A Resolution authorizing the City Manager to enter into an agreement with Family Connections of Northeast Ohio a non-profit corporation, for the use of Community Development Block Grant funds to provide funding for assistance with its Family School Connections Program; providing compensation therefor; and declaring an emergency.

WHEREAS, Family Connections of Northeast Ohio is a non-profit corporation with the mission to strengthen families and promote the healthy development of children by providing parent educations, parent support, and activities for families with children from birth to age ten; and

WHEREAS, Family Connections of Northeast Ohio has established a Family School Connections Program to provide support to parents and youth; and

WHEREAS, it would be in the best interest of the City and its residents to provide partial funding to assist such programming; and

WHEREAS, there are monies available for such purpose from Year 42 Community Development Block Grant Funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. The City Manager be, and she is hereby, authorized to enter into an agreement with Family Connections of Northeast Ohio, a non-profit corporation, for assistance with its Family School Connections Program. The agreement shall provide for funding in the amount of Twenty Thousand Dollars (\$20,000.00) from Year 42 Community Development Block Grant funds. The services to be performed by Family Connections of Northeast Ohio are set forth in the Statement of Work attached hereto as Exhibit A and incorporated herein. The agreement shall be for a twelve month period commencing July 1, 2016, and terminating June 30, 2017, and shall be reviewed as to form by the Director of Law.

SECTION 2. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 3. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to allow the services of the Family Connections of Northeast Ohio to continue without interruption. Wherefore, provided it

RESOLUTION NO. 44-2016 (F)

receives the affirmative vote of five (5) or more of the members elected or appointed to this Council this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

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CHERYL L. STEPHENS, Mayor  
President of the Council

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TOM RAGUZ  
Clerk of Council

PASSED:

RESOLUTION NO. 44-2016 (F)

**EXHIBIT A**  
**STATEMENT OF WORK**

**FAMILY CONNECTIONS**

Family Connections has established the Family School Connections Program to assist parents, their preschool and elementary students. The program is designed to enhance parents' involvement in their children's education by providing school and neighborhood-based activities that focus on academic skills as well as social and recreational interests. Family support, parent education, and access to community resources are incorporated into the literacy program.

The program will serve 300 families. CDBG funds will contribute towards personnel expenses. The program will be offered at all Cleveland Heights Elementary Schools.

Proposed: 6/20/2016

RESOLUTION NO. 46-2016 (F)

By Council Member

A Resolution authorizing the City Manager to enter into an agreement with Gesher, a non-profit corporation, for the use of Community Development Block Grant funds for the payment of operating expenses; providing compensation therefor; and declaring an emergency.

WHEREAS, Gesher offers a benefits referral program to help local families access much needed support; and

WHEREAS, Gesher is in need of funding for operating expenses; and

WHEREAS, it would be in the best interest of the City and its residents to provide partial funding for the agency's programming; and

WHEREAS, there are monies available for such purpose from Year 42 Community Development Block Grant Funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio that:

SECTION 1. The City Manager be, and she is hereby, authorized to enter into an agreement with Gesher a non-profit corporation, for assistance with the operating expenses of the Gesher Benefits Referral Program. The agreement shall provide for total funding in the amount of Five Thousand Dollars (\$5,000.00) from Year 42 Community Development Block Grant funds. The services to be performed by Gesher are set forth in the Statement of Work attached hereto as Exhibit A and incorporated herein. The agreement shall be for a one year period commencing July 1, 2016, and terminating June 30, 2017, and shall be subject to the approval as to form by the Director of Law.

SECTION 2. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 3. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to allow the necessary services of Gesher to continue uninterrupted. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

RESOLUTION NO. 46-2016 (F)

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CHERYL L. STEPHENS, Mayor  
President of Council

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TOM RAGUZ  
Clerk of Council

PASSED:

RESOLUTION NO. 46-2016 (F)

**EXHIBIT A**  
**STATEMENT OF WORK**

**GESHER**

Gesher is an initiative of Agudath Israel Midwest Region which helps eliminate cultural barriers to accessing and applying for assistance program and whose staff helps families meet the challenges of financial hardship. Their trained benefits counselors advise clients about the local, state and federal benefits for which they are eligible.

The Gesher service area includes the suburbs of Cleveland Heights, South Euclid and University Heights. CDBG funds will assist with the administrative costs of Gesher.

Proposed: 6/20/2016

RESOLUTION NO. (F)

By Council Member

A Resolution authorizing the City Manager to enter into an agreement with the Heights Youth Club, Inc., a non-profit corporation, for the use of Community Development Block Grant funds to provide funding for assistance with its Project Learn: The Educational Enhancement Program; providing compensation therefor; and declaring an emergency.

WHEREAS, the Heights Youth Club, Inc. is a non-profit corporation with the mission to provide a positive and safe environment for youth to learn and develop skills related to education, interpersonal growth and community involvement; and

WHEREAS, the Heights Youth Club, Inc. has partnered with the Boys and Girls Clubs of Cleveland to offer Project Learn: The Educational Enhancement Program in Cleveland Heights; and

WHEREAS, providing funding to assist such program will be of benefit to the City and its residents; and

WHEREAS, there are monies available for such purposes from the Year 42 Community Development Block Grant Funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. The City Manager be, and she is hereby, authorized to enter into an agreement with the Heights Youth Club, Inc., a non-profit corporation, for assistance with its Project Learn: The Educational Enhancement Program. The agreement shall provide for funding in the amount of Thirty Thousand Dollars (\$30,000.00) from Year 42 Community Development Block Grant funds. The services to be performed by the Heights Youth Club, Inc. are set forth in the Statement of Work attached hereto as Exhibit A and incorporated herein. The agreement shall be for a twelve month period commencing July 1, 2016, and terminating June 30, 2017, and shall be reviewed as to form by the Director of Law.

SECTION 2. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 3. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to allow the services of the Heights Youth Club, Inc., to continue without interruption. Wherefore, provided it receives the

RESOLUTION NO. (F)

affirmative vote of five (5) or more of the members elected or appointed to this Council this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

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CHERYL L. STEPHENS, Mayor  
President of the Council

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TOM RAGUZ  
Clerk of Council

PASSED:

RESOLUTION NO. (F)

**EXHIBIT A**  
**STATEMENT OF WORK**

**HEIGHTS YOUTH CLUB**

Heights Youth Club will offer Project Learn: The Educational Enhancement Program. Project Learn enforces and enhances the skills and the knowledge that youth learn at school. Project Learn creates opportunities for high-yield learning including leisure reading, writing activities, discussions with knowledgeable adults, helping others, homework help, tutoring and games that develop young people's cognitive skills. Project Learn is being offered at Heights Youth Club located at 2065 Lee Road in Cleveland Heights.

Project Learn will serve 500 youths with a minimum of 51% being from low-and moderate-income households. Community Development Block Grant funds will assist with personnel costs.

Proposed: 6/20/2016

RESOLUTION NO. (F)

By Council Member

A Resolution authorizing the City Manager to enter into an agreement with Lake Erie Ink, a non-profit corporation, for the use of Community Development Block Grant funds to provide funding for assistance with the organization's after school writing program at Noble School; providing compensation therefor; and declaring an emergency.

WHEREAS, the Lake Erie Ink is a non-profit corporation with the mission to provide expression opportunities and academic support to youth in the community; and

WHEREAS, it would be in the best interest of the City and its residents to provide partial funding for the agency's programming; and

WHEREAS, there are monies available for such purpose from Year 42 Community Development Block Grant Funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. The City Manager be, and she is hereby, authorized to enter into an agreement with Lake Erie Ink, a non-profit corporation, to provide for funding in the amount of Six Thousand Seven Hundred Eighty Dollars (\$6,780.00) from Year 42 Community Development Block Grant funds. The services to be performed by Lake Erie Ink are set forth in the Statement of Work attached hereto as Exhibit A and incorporated herein. The agreement shall be for a twelve month period commencing July 1, 2016, and terminating June 30, 2017, and shall be reviewed as to form by the Director of Law.

SECTION 2. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 3. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to allow the necessary services of Lake Erie Ink to continue uninterrupted. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

RESOLUTION NO. (F)

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CHERYL L. STEPHENS, Mayor  
President of the Council

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TOM RAGUZ  
Clerk of Council

PASSED:

RESOLUTION NO. (F)

**EXHIBIT A**  
**STATEMENT OF WORK**

**LAKE ERIE INK**

Lake Erie Ink provides creative expression opportunities and academic support to youth in the community. Their Ink Spot After-School Program provides literacy enrichment, creative expression opportunities and academic support to youth, ages 8-12.

CDBG funds will assist Lake Erie Ink to serve 20 youth in their enrichment programming, with a minimum of 51% being from low-and moderate-income households. Programing will be offered at Noble Elementary School, Cleveland Heights, OH. Community Development Block Grant funds will assist with personnel costs.

Proposed: 6/20/2016

RESOLUTION NO. (F)

By Council Member

A Resolution authorizing the City Manager to enter into an agreement with the Open Doors Academy, a non-profit corporation, for the use of Community Development Block Grant funds to provide funding for assistance with the organization's year-round enrichment program for youth living at risk; providing compensation therefor; and declaring an emergency.

WHEREAS, the Open Doors Academy is a non-profit corporation with the mission to support and enhance academic, social and emotional growth of middle school-aged children; and

WHEREAS, it would be in the best interest of the City and its residents to provide partial funding for the agency's programming; and

WHEREAS, there are monies available for such purpose from Year 42 Community Development Block Grant Funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. The City Manager be, and she is hereby, authorized to enter into an agreement with the Open Doors Academy, a non-profit corporation, to provide for funding in the amount of Eight Thousand Dollars (\$8,000.00) from Year 42 Community Development Block Grant funds. The services to be performed by the Open Doors Academy are set forth in the Statement of Work attached hereto as Exhibit A and incorporated herein. The agreement shall be for a twelve month period commencing July 1, 2016, and terminating June 30, 2017, and shall be reviewed as to form by the Director of Law.

SECTION 2. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 3. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to allow the necessary services of the Open Doors Academy to continue uninterrupted. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

RESOLUTION NO. (F)

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CHERYL L. STEPHENS, Mayor  
President of the Council

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TOM RAGUZ  
Clerk of Council

PASSED:

RESOLUTION NO. (F)

**EXHIBIT A**  
**STATEMENT OF WORK**

**OPEN DOORS ACADEMY**

Open Doors Academy exists to protect, inspire, nurture, and challenge adolescents to reach their full potential through the provision of meaningful out-of-school enrichment programming in safe and structured environment.

Open Doors Academy will serve 80 youths in their enrichment programming, with a minimum of 51% being from low-and moderate-income households. Programming will be offered at 2747 Fairmount Blvd., and 3665 Monticello Boulevard, Cleveland Heights, OH. Community Development Block Grant funds will assist with personnel costs.

Proposed: 6/20/2016

RESOLUTION NO. (F)

By Council Member

A Resolution authorizing the City Manager to enter into an agreement with the Start Right Community Development Corporation, a non-profit corporation, for the use of Community Development Block Grant funds for the payment of operating expenses for their Food Bank Program; providing compensation therefor; and declaring an emergency.

WHEREAS, the Start Right Community Development Corporation's Food Bank provides emergency food supplies to needy families and individuals; and

WHEREAS, Start Right Community Development Corporation's Food Bank is in need of funding for operating expenses; and

WHEREAS, it would be in the best interest of the City and its residents to provide partial funding for the agency's programming; and

WHEREAS, there are monies available for such purpose from Year 42 Community Development Block Grant Funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio that:

SECTION 1. The City Manager be, and she is hereby authorized to enter into an agreement with the Start Right Community Development Corporation, a non-profit corporation, for assistance with the operating expenses of their emergency food program. The agreement shall provide for total funding in the amount of Five Thousand Dollars (\$5,000.00) from Year 42 Community Development Block Grant funds. The services to be performed by the Start Right Community Development Corporation's Food Bank are set forth in the Statement of Work attached hereto as Exhibit A and incorporated herein. The agreement shall be for a one year period commencing July 1, 2016, and terminating June 30, 2017, and shall be subject to the approval as to form by the Director of Law.

SECTION 2. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 3. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to allow the necessary services of the Start Right Community Development Corporation's Food Bank to continue uninterrupted. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or

RESOLUTION NO. (F)

appointed to this Council, this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

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CHERYL L. STEPHENS, Mayor  
President of Council

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TOM RAGUZ  
Clerk of Council

PASSED:

RESOLUTION NO. (F)

**EXHIBIT A**  
**STATEMENT OF WORK**

**START RIGHT COMMUNITY DEVELOPMENT CORPORATION'S FOOD BANK**

Start Right Community Development Corporation's Food Bank was opened in 2011 as part of the Cleveland Food Bank. Located at 977 Caledonia Avenue, Start Right Community Development Corporation's Food Bank will serve approximately 320 people in 2016. Start Right Community Development Corporation's Food Bank provides each eligible family a three-day supply of food once a month.

The Start Right Community Development Corporation's Food Bank service area includes the suburbs of Cleveland Heights and East Cleveland. CDBG funds will assist with the administrative costs of the Start Right Community Development Corporation's Food Bank.

Proposed: 6/20/2016

RESOLUTION NO. (PD)

By Council Member

A Resolution authorizing the City Manager to amend the Commercial Loan Agreement with B & W Management, LLC; and declaring an emergency.

WHEREAS, the City entered into a Commercial Loan Agreement with B & W Management, LLC, ("Borrower"), on March 2, 2004; and

WHEREAS, Borrower has requested that the balloon payment currently due be converted into sixty (60) monthly payments at an interest rate of two percent (2%); and

WHEREAS, Borrower has informed the City that its composition has changed such that Bernadette Woodbridge has taken over Carl Bleick's membership; and

WHEREAS, this Council has determined that it would be in the City's best interest to amend the payment schedule as requested by Borrower provided that Bernadette Woodbridge is added as a guarantor.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. The City Manager is hereby authorized to amend the Commercial Loan Agreement with B & W Management, LLC, to convert the remaining balance of One Hundred Fifteen Thousand Nine Hundred Fifty-Seven Dollars and Ninety Eight Cents (\$115,957.98) from a balloon payment into sixty (60) monthly payments at a rate of two percent (2%) interest, and provide for a payment schedule of \$1,385.00 per month for months 1-11; \$1,410.00 for months 12-36; and \$3,235.00 for months 37-60. The Agreement shall be further amended so that it requires Bernadette Woodbridge execute an unconditional and continuing guarantee. The remaining terms of the Commercial Loan Agreement shall remain unchanged.

SECTION 2. The amended Commercial Revolving Loan Agreement and additional guarantee shall be in a form acceptable to the Director of Law.

SECTION 3. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 4. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being that the amended agreement be effective at the earliest possible time so the City may continue to receive payments on its loan.

RESOLUTION NO. (PD)

Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

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CHERYL L. STEPHENS, Mayor  
President of the Council

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TOM RAGUZ  
Clerk of Council

PASSED:

Proposed: 6/20/2016

RESOLUTION NO. (CRR)

By Council Member

A Resolution declaring the week of July 1-7 2016, "Independents Week;" and declaring an emergency.

WHEREAS, Independents Week provides a time to celebrate the independence of the members of the community of Cleveland Heights and the entrepreneurial spirit represented by its core of local independent businesses; and

WHEREAS, the individual decisions every community member makes today affect the future of Cleveland Heights; and

WHEREAS, Cleveland Heights' local independent businesses help preserve the uniqueness of the community and give the City a sense of place; and

WHEREAS, Cleveland Heights' core of independently owned businesses give back to the community in goods, services, time and talent; and

WHEREAS, the health of Cleveland Heights' economy depends on the support of businesses owned by the City's friends and residents; and

WHEREAS, Cleveland Heights' independent business owners and employees enrich community members' shopping experiences with their knowledge and passion.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. This Council does hereby proclaim the week of July 1-7 2016, as "Independents Week," and salutes our community members and locally owned independent businesses who are integral to the unique flavor of Cleveland Heights and honor their efforts to make Cleveland Heights a desired community to live and work in.

SECTION 2. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 3. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to timely recognize Independents Week. Wherefore, provided it received the affirmative vote of five (5) or more of the members

RESOLUTION NO. (CRR)

elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

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CHERYL L. STEPHENS, Mayor  
President of the Council

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TOM RAGUZ  
Clerk of Council

PASSED: