

---

**MEMORANDUM**

TO: Members of Council  
FROM: Tanisha R. Briley, City Manager  
DATE: May 5, 2017  
RE: May 8, 2017

---

**MEETINGS & REMINDERS**

Monday, May 8	-	6:15 p.m.	-	Committee of the Whole
Monday, May 15	-	5:00 p.m.	-	Board of Control
	-	6:15 p.m.	-	Committee of the Whole
	-	7:30 p.m.	-	City Council
Tuesday, May 16	-	7:00 p.m.	-	Community Meeting
	-	7:30 p.m.	-	Citizens Advisory Committee

---

**LEGISLATION**

1. Charter Review Commission
2. Food Truck Licenses
3. Joint Dispatch Center
4. National Gun Violence Awareness Day

**GENERAL INFORMATION**

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

TRB/jkw  
Enclosures



## COUNCIL UPDATE

MAY 5, 2017

### 1. LEGISLATION

- Charter Review Commission (Second Reading). This resolution establishes a Charter Review Commission, including prescribing the number of commissioners and method of appointment and charging said Commission.
- Food Truck Licenses. This ordinance amends Section 737.03, License Application, Investigation and Fee of Chapter 737, "Peddlers and Solicitors," of the Codified Ordinances of Cleveland Heights to raise the fee for licenses of businesses of a peddler or solicitor pertaining to the administration and enforcement of said license.
- Joint Dispatch Center. This resolution authorizes the City Manager to allocate 100% of the Heights-Hillcrest Communications Center ("HHCC") employees' municipal income taxes to the HHCC.
- National Gun Violence Awareness Day. This resolution proclaims June 2, 2017, *National Gun Violence Awareness Day*, in the City of Cleveland Heights.

### 2. MARCH FINANCIAL REPORT

- Please see the enclosed financial report through March 2017. Interim Finance Director Mitch Michalec, with the assistance of Former Finance Director Tom Raguz, will continue to work over the coming weeks to get caught up on financial reporting.

### 3. CHECKS BETWEEN \$10,000 - \$50,000

- Blum, Chaim - \$24,592.49: Release of Fire Damage Funds for 3637 Shannon Road
- Friedman & Nemecek/C. Zurcher - \$12,000.00: Settlement - Law Claim Case #CV-16-864035
- Glaus, Pyle, Schomer, Burns - \$22,861.93: Cleve Hts/Cedar Rd Resurfacing and Citywide Signal Study
- Novak Consulting Group - \$11,928.00: Services: Finance Director Recruitment
- A & D Contracting, Inc. - \$15,817.00: Demolition of 1617 Eddington Road

# Memo

To: Tanisha Briley, City Manager  
From: Tom Raguz  
Date: May 5, 2017  
Re: March 2017 Financial Report

---

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

## **Review of General Fund**

### **Revenue:**

- General fund revenues are 4% less than March 2016. This can be attributed to the following:
  - Refuse collection is down \$224K. This is due to the change in the billing cycle for sewer and landfill from monthly to quarterly.; and
  - Building services are down \$274K which can be attributed to the nonrecurring revenue that was received in the first quarter of 2016 for the high school construction and the resulting permit revenue.
- Overall general fund revenues are 27% of the estimated amount, compared to 29% in March 2016.

### **Expenditures:**

- Overall expenditures are essentially the same as last year;
- Hospitalization expenses are at 5% of the budgeted amount and decreased 80% from last year. As part of the final appropriations for 2016, there was a transfer of \$1M from the general fund to the hospitalization fund in order to pre-fund healthcare expenses for the first months of this fiscal year;
- Public Works overtime expenses are \$89,735. Of this amount, \$73,164 is related to the general fund. Both are less when compared to last year;
- Fire Overtime expenses are \$24,692 compared to \$40,204 in March 2016. The amount budgeted is \$150,000;
- Police overtime expenses are \$31,685 compared to \$34,924 March 2016. There is a budgeted amount of \$140,000 in this line item; and
- Total general fund expenditures are at 26% of the budgeted amount compared to 26% in March 2016.

**Forecast:**

- **Revenue:**
  - **No substantial concerns through the first quarter. Refuse collections will not meet revenue projections due to the billing cycle adjustment mentioned previously. However, there will be unbudgeted nonrecurring revenue that will make up for this shortfall. Also, income taxes are trending favorably as compared to prior year – which is a key indicator. Overall, I anticipate revenue projections to exceed the estimated amount.**
  
- **Expenditures**
  - **Overall, expenditures seem reasonable as compared to the budgeted amount.**
  
- **Overall**
  - **Good first quarter for the general fund. There is a budgeted surplus of \$1M. We are on track to meet this goal, if not exceed it.**

**CITY OF CLEVELAND HEIGHTS  
REVIEW OF GENERAL FUND  
AT MARCH 31, 2017**

<b>REVENUES:</b>	<b>ANNUAL BUDGET</b>	<b>TO DATE 2017</b>	<b>% COLLECTED</b>	<b>TO DATE 2016</b>	<b>DIFF BTWN 2016/2017</b>	<b>% DIFF BTWN 2016/2017</b>
PROPERTY TAXES	\$6,500,000	\$3,584,067	55%	\$3,600,815	(\$16,748)	0%
MUNICIPAL INCOME TAX	\$25,275,000	\$5,937,957	23%	\$5,667,687	\$270,270	5%
OTHER LOCAL TAXES						
ADMISSION TAX	\$90,000	\$20,273	23%	\$18,279	\$1,994	11%
HOTEL/MOTEL TAX	\$0	\$73	#DIV/0!	\$17	\$56	329%
STATE LEVIED/SHARED TAXES						
LCL GOVT FUND - COUNTY	\$1,350,000	\$331,296	25%	\$328,241	\$3,055	1%
LCL GOVT FUND - STATE	\$65,000	\$12,522	19%	\$19,820	(\$7,298)	-37%
INHERITANCE TAX	\$0	\$0	#DIV/0!	\$0	\$0	0%
LIQUOR & BEER PERMITS	\$60,000	\$7,250	12%	\$14,771	(\$7,521)	-51%
KILOWATT/PUBLIC UTILITY TAX	\$4,000	\$0	0%	\$0	\$0	0%
CIGARETTE TAX	\$0	\$11,170	#DIV/0!	\$0	\$11,170	0%
INTERGOVERNMENTAL GRANTS & CONTRACTS						
STATE ROLLBACK REIMBURSEMENT	\$685,000	\$0	0%	\$0	\$0	#DIV/0!
STATE HOMESTEAD EXEMPTION REIMBURSEMENT	\$220,000	\$0	0%	\$0	\$0	#DIV/0!
COMMERCIAL ACTIVITY TAX	\$0	\$11,170	#DIV/0!	\$15,542	(\$4,372)	-28%
OTHER	\$0	\$0	#DIV/0!	\$0	\$0	0%
OFFICE ON AGING	\$10,000	\$1,555	16%	\$3,973	(\$2,418)	-61%
CHARGES FOR SERVICES						
REFUSE COLLECTION	\$2,200,000	\$297,192	14%	\$521,882	(\$224,690)	-43%
RECREATION, COMMUNITY CENTER & OFFICE ON AGING	\$1,100,000	\$292,017	27%	\$257,334	\$34,683	13%
POLICE	\$0	\$0	#DIV/0!	\$167	(\$167)	-100%
OTHER	\$0	\$144	#DIV/0!	\$28	\$116	415%
FEES, LICENSES, PERMITS						
POLICE	\$320,000	\$83,959	26%	\$79,477	\$4,482	6%
BUILDING SERVICES	\$560,000	\$114,841	21%	\$389,031	(\$274,190)	-70%
HOUSING INSPECTIONS	\$1,075,000	\$259,307	24%	\$193,790	\$65,517	34%
UNIVERSITY HTS/CWRU WASTE DISPOSAL FEE	\$55,000	\$10,844	20%	\$15,309	(\$4,465)	-29%
OTHER	\$50,000	\$10,814	22%	\$11,091	(\$277)	-2%
INTEREST EARNINGS	\$50,000	\$39,081	78%	\$14,941	\$24,140	162%
FINES AND FORFEITURES						
CRIMINAL FINES & COSTS	\$1,250,000	\$243,618	19%	\$279,510	(\$35,892)	-13%
CIVIL COSTS	\$160,000	\$59,121	37%	\$48,755	\$10,366	21%
PARKING FINES & COSTS	\$525,000	\$106,540	20%	\$130,213	(\$23,673)	-18%
ALL OTHER REVENUE						
INDIRECT COST REIMBURSEMENT	\$535,000	\$0	0%	\$0	\$0	0%
SID PROPERTY TAX PAYMENT	\$360,000	\$175,045	49%	\$184,716	(\$9,671)	0%
RECYCLING	\$2,000	\$6,749	337%	\$655	\$6,094	930%
OPERATING TRANSFER-IN/ TEMP ADVANCE REIMBURSEMENT	\$1,100,000	\$83,718	8%	\$431,867	(\$348,149)	-81%
ALL OTHERS	\$250,000	\$91,882	37%	\$63,981	\$27,901	44%
SALE OF ASSETS	\$10,000	\$14,475	145%	\$4,362	\$10,113	0%
<b>TOTAL REVENUES</b>	<b>\$43,861,000</b>	<b>\$11,806,680</b>	<b>27%</b>	<b>\$12,296,254</b>	<b>(\$489,574)</b>	<b>-4%</b>

<b>EXPENDITURES:</b>	<b>APPROPRIATION ORD. 136-2015</b>	<b>ANNUAL TO DATE 2017</b>	<b>% EXPENSED</b>	<b>TO DATE 2016</b>	<b>DIFF BTWN 2016/2017</b>	<b>% DIFF BTWN 2016/2017</b>
<b>Community Services</b>						
Commission on Aging	\$250	\$0	0%	\$0	\$0	0%
Community Relations	\$57,178	\$16,495	29%	\$11,268	\$5,227	46%
Public Relations	\$279,738	\$64,773	23%	\$52,819	\$11,954	23%
Community Services Administration	\$241,414	\$60,760	25%	\$67,417	(\$6,657)	-10%
Public Health	\$191,519	\$90,992	48%	\$90,992	\$0	0%
<b>Total Community Services</b>	<b>\$770,099</b>	<b>\$233,020</b>	<b>30%</b>	<b>\$222,496</b>	<b>\$10,524</b>	<b>5%</b>
<b>Parks and Recreation</b>						
Parks & Recreation Commission	\$274,664	\$67,842	25%	\$63,141	\$4,701	7%
Swimming Pools	\$292,708	\$1,978	1%	\$1,371	\$607	44%
Cain Park Transfer	\$80,000	\$20,000	25%	\$20,000	\$0	0%
Ice Programs	\$243,067	\$77,017	32%	\$72,091	\$4,926	7%
General Recreation Programs	\$160,921	\$27,746	17%	\$25,376	\$2,370	9%
Sports Programs	\$224,850	\$52,824	23%	\$43,312	\$9,512	22%
Community Center	\$951,664	\$299,175	31%	\$243,874	\$55,301	23%
Office on Aging	\$166,452	\$62,376	37%	\$56,029	\$6,347	11%
<b>Total Parks and Recreation</b>	<b>\$2,394,326</b>	<b>\$608,959</b>	<b>25%</b>	<b>\$525,194</b>	<b>\$83,765</b>	<b>16%</b>
<b>Finance Department</b>						
Finance Department	\$514,549	\$183,972	36%	\$177,851	\$6,121	3%
Income Tax	\$991,500	\$289,123	29%	\$209,988	\$79,135	38%
<b>Total Finance Department</b>	<b>\$1,506,049</b>	<b>\$473,095</b>	<b>31%</b>	<b>\$387,839</b>	<b>\$85,256</b>	<b>22%</b>

PAGE TWO  
 CITY OF CLEVELAND HEIGHTS  
 REVIEW OF GENERAL FUND  
 AT MARCH 31, 2017

	ANNUAL APPROPRIATION ORD. 136-2015	TO DATE 2017	% EXPENSED	TO DATE 2016	DIFF BTWN 2016/2017	% DIFF BTWN 2016/2017
<b>Planning &amp; Development</b>						
Landmark Commission	\$4,150	\$8	0%	\$7	\$1	11%
Planning Department	\$415,269	\$111,415	27%	\$85,887	\$25,528	30%
Planning Commission	\$11,620	\$2,792	24%	\$3,310	(\$518)	-16%
Architectural Board of Review	\$6,278	\$1,721	27%	\$1,001	\$720	72%
Board of Zoning Appeals	\$8,953	\$2,346	26%	\$2,433	(\$87)	-4%
<b>Total Planning &amp; Development</b>	<b>\$446,270</b>	<b>\$118,282</b>	<b>27%</b>	<b>\$92,638</b>	<b>\$25,644</b>	<b>28%</b>
<b>Public Safety</b>						
Traffic Signs & Signals	\$190,964	\$81,468	43%	\$49,583	\$31,885	64%
Police Administration	\$10,536,635	\$2,451,848	23%	\$2,436,950	\$14,898	1%
Police Academy	\$92,500	\$22,749	25%	\$33,240	(\$10,491)	-32%
Police Vehicle Maintenance	\$0	\$13,069	#DIV/0!	\$95,441	(\$82,372)	-86%
Fire Administration	\$8,021,109	\$2,029,415	25%	\$1,847,573	\$181,842	10%
Joint Dispatch (Transfer)	\$444,000	\$111,000	25%	\$107,252	\$3,748	3%
Fire Prevention	\$129,408	\$26,970	21%	\$28,221	(\$1,251)	-4%
Building Department	\$362,500	\$95,434	26%	\$60,275	\$35,159	58%
Housing Inspections	\$544,324	\$119,931	22%	\$93,058	\$26,873	29%
Street Lighting (Transfer)	\$18,600	\$4,650	25%	\$5,175	(\$525)	-10%
Animal Control	\$103,441	\$23,366	23%	\$22,985	\$381	2%
<b>Total Public Safety</b>	<b>\$20,443,481</b>	<b>\$4,979,900</b>	<b>24%</b>	<b>\$4,779,753</b>	<b>\$200,147</b>	<b>4%</b>
<b>Public Works</b>						
Service Administration	\$331,244	\$93,955	28%	\$81,580	\$12,375	15%
Capital Projects	\$21,250	\$79	0%	\$39,249	(\$39,170)	-100%
Refuse Collection	\$2,151,136	\$660,142	31%	\$580,283	\$79,859	14%
Vehicle Maintenance	\$2,134,491	\$549,339	26%	\$400,764	\$148,575	37%
Street Maintenance	\$1,276,779	\$330,283	26%	\$494,775	(\$164,492)	-33%
Public Properties & Park Maintenance	\$2,181,034	\$600,493	28%	\$607,982	(\$7,489)	-1%
Forestry (Transfer)	\$22,264	\$5,566	25%	\$5,445	\$121	2%
<b>Total Public Works</b>	<b>\$8,118,198</b>	<b>\$2,239,857</b>	<b>28%</b>	<b>\$2,210,078</b>	<b>\$29,779</b>	<b>1%</b>
<b>General Government</b>						
City Council	\$90,321	\$24,975	28%	\$20,243	\$4,732	23%
City Manager	\$533,976	\$143,959	27%	\$129,276	\$14,683	11%
Civil Service Commission	\$14,772	\$834	6%	\$484	\$350	0%
General Operations	\$882,900	\$807,385	91%	\$486,783	\$320,602	66%
Management Information Systems	\$368,694	\$105,058	28%	\$115,871	(\$10,813)	-9%
County Fiscal Officer Deductions	\$189,500	\$105,115	55%	\$128,525	(\$23,410)	0%
Law Department	\$782,491	\$362,865	46%	\$144,428	\$218,437	151%
Special Improvement Districts	\$371,143	\$260,779	70%	\$258,549	\$2,230	1%
Municipal Court	\$1,240,475	\$313,153	25%	\$320,073	(\$6,920)	-2%
<b>Total General Government</b>	<b>\$4,474,272</b>	<b>\$2,124,123</b>	<b>47%</b>	<b>\$1,604,232</b>	<b>\$519,891</b>	<b>32%</b>
<b>Other</b>						
Transfers & Advances	\$575,000	\$143,750	25%	\$157,500	(\$13,750)	-9%
Hospitalization	\$4,140,000	\$223,262	5%	\$1,128,939	(\$905,677)	-80%
<b>Total Other</b>	<b>\$4,715,000</b>	<b>\$367,012</b>	<b>8%</b>	<b>\$1,286,439</b>	<b>(\$919,427)</b>	<b>-81%</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$42,867,695</b>	<b>\$11,144,247</b>	<b>26%</b>	<b>\$11,108,669</b>	<b>\$35,578</b>	<b>0%</b>
EXCESS REVENUE OVER/(UNDER) EXPENSES		\$662,433		\$1,187,585		
UNENCUMBERED BALANCE 1/1/17 vs 1/1/16		\$3,851,345		\$2,292,580		
ADD:						
BALANCE OF PREVIOUS YR PURCHASE ORDERS VOIDED IN CURRENT FISCAL YEAR		\$5,732		\$6,795		
ESTIMATED UNENCUMBERED BALANCE AS OF 3/31		\$4,519,510		\$3,486,960		

**UNENCUMBERED BALANCES  
AS OF 3/31/17  
Unadjusted for Revenue and Expense**

FUND NUMBER	FUND NAME	UNENCUMBERED	YTD	YTD	ESTIMATED
		BALANCE AS ADJUSTED AS OF 1/1/17	CREDITS	DEBITS	UNENCUMBERED BALANCE 3/31/2017
101	GENERAL	\$3,857,077	\$11,806,680	\$11,144,247	\$4,519,510
102	BUDGET STABILIZATION ACCOUNT	\$2,100,000	\$0	\$0	\$2,100,000
201	STREET CONSTRUCTION	\$279,262	\$710,997	\$2,075,368	(\$1,085,109)
202	FOUNDATION GRANTS	\$56,422	(\$10,366)	\$48,787	(\$2,731)
203	FIRST SUBURBS CONSORTIUM	\$79,348	\$0	\$15,159	\$64,189
204	COMMUNICATION SYSTEMS OPERATION	\$0	\$109,549	\$217,238	(\$107,690)
205	PUBLIC WORKS FACILITY IMPROVEMENT	\$423	\$0	\$0	\$423
206	LAW ENFORCEMENT TRUST	\$61,921	\$23,373	\$415	\$84,879
207	DRUG LAW ENFORCEMENT TRUST	\$127,180	\$57,239	\$103,854	\$80,565
208	CDBG RESOURCE	\$0	\$57,126	\$533,687	(\$476,561)
210	EPA BROWNFIELD GRANT	\$0	\$0	\$0	\$0
211	HOME PROGRAM	\$0	\$798	\$155,972	(\$155,174)
212	FEMA	\$94,081	\$41,870	\$79,064	\$56,887
213	POLICE FACILITY IMPROVEMENT	\$44,102	\$6,135	\$3,856	\$46,381
214	LOCAL TV PROGRAMMING	\$670,363	\$136,342	\$123,239	\$683,466
215	CAIN PARK	\$0	\$1,061	\$40,650	(\$39,589)
216	RECREATION FACILITY IMPROVEMENT	\$654,038	\$258,102	\$252,995	\$659,145
217	PUBLIC RIGHT OF WAY	\$25,751	\$64,289	\$0	\$90,040
221	INDIGENT DUI TREATMENT	\$208,849	\$3,260	\$0	\$212,109
222	MUNICIPAL COURT COMPUTERIZATION	\$51,240	\$14,695	\$64,283	\$1,651
223	DUI - ENFORCEMENT/EDUCATION	\$101,930	\$732	\$0	\$102,662
225	MUNI COURT - SPECIAL PROJECTS	\$1,852,198	\$24,514	\$2,265	\$1,874,447
226	LEAD SAFE PROGRAM - CUYAHOGA CNTY	\$743	\$0	\$100,626	(\$99,883)
227	NEIGHBORHOOD STABILIZATION PRGM	\$123,599	\$0	\$0	\$123,599
230	STREET LIGHTING	\$702,908	\$546,233	\$223,286	\$1,025,855
231	TREE FUND	\$469,174	\$540,429	\$393,337	\$616,266
232	POLICE PENSION	\$0	\$110,633	\$380,633	(\$270,000)
233	FIRE PENSION	\$0	\$110,633	\$515,232	(\$404,599)
234	EARNED BENEFITS	\$68,673	\$0	\$163,010	(\$94,337)
237	FIRST SUBURBS DEVELOPMENT COUNCIL	\$47,543	\$7,615	\$6,235	\$48,923
301	G.O. BOND RETIREMENT	\$1,724,769	\$1,209,024	\$1,018	\$2,932,775
402	FINANCED CAPITAL PROJECTS	\$769,725	\$15,660	\$538,291	\$247,095
411	ECONOMIC DEVELOPMENT	\$1,601,175	\$11,059	\$38,549	\$1,573,685
412	CITY HALL MAINTENANCE AND REPAIR	\$58,609	\$5,550	\$0	\$64,159
415	SEVERANCE RING ROAD RECONSTRUCTION	\$35,045	\$0	\$0	\$35,045
601	WATER	\$2,787,588	\$1,955,618	\$2,326,608	\$2,416,597
602	SEWER	\$493,417	\$177,983	\$570,175	\$101,224
603	PARKING	\$420,652	\$242,425	\$348,557	\$314,519
606	AMBULANCE SERVICES	\$879,841	\$208,499	\$132,606	\$955,734
701	HOSPITALIZATION	\$1,000,000	\$0	\$1,000,000	\$0
703	WORKERS COMPENSATION	\$790,000	\$0	\$324,290	\$465,710
804	OFFICE ON AGING	\$3,109	\$2,089	\$475	\$4,722
808	YOUTH RECREATION SCHOLARSHIP	\$34,085	\$1,178	\$0	\$35,264
809	POLICE MEMORIAL TRUST FUND	\$10,608	\$0	\$0	\$10,608
810	YOUTH ADVISORY COMMISSION	\$71	\$0	\$0	\$71
811	JUVENILE DIVERSION PROGRAM	\$4,995	\$32,252	\$6,171	\$31,076
857	SALES TAX	\$349	\$2	\$5	\$345
858	MISCELLANEOUS AGENCY	\$312,534	\$74,739	\$14,434	\$372,839
864	NEORS	\$87,875	\$2,552,273	\$2,605,103	\$35,045
TOTALS		\$22,691,274.19	\$21,110,286.09	\$24,549,721.35	\$19,251,838.93



**City of Cleveland Heights**  
**40 Severance Circle**  
**Cleveland Heights, Ohio 44118**

---

### **CHARTER REVIEW COMMISSION INFORMATION FORM**

DATE RECEIVED: \_\_\_\_\_

(for official use)

Thank you for your interest and willingness to serve Cleveland Heights. To be considered for appointment to the Charter Review Commission, please answer all questions on this form. Attach your resume to your completed form. Please return the completed form to the City Manager's Office, Cleveland Heights City Hall, 40 Severance Circle, Cleveland Heights, Ohio 44118 or submit this form as an email.

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

Phone: (home) \_\_\_\_\_ (cell) \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Position: \_\_\_\_\_

Length of residence in Cleveland Heights: \_\_\_\_\_

Are you a registered Cleveland Heights voter?  Yes  No

Resume attached  Yes  No

What special qualities, abilities, skills, insights or perspectives do you possess which would be of value in serving on the Charter Review Commission?

What educational training (formal or informal), employment and other life experiences have helped you develop the qualities, abilities, etc., described above?

Please list your recent community, professional or charitable involvements. List the most recent first.

What are your goals for our community? How would your service on the Charter Review Commission help achieve those goals?

Do you have other responsibilities which would prevent you from participating on the Charter Review Commission during certain hours or on certain days?

State any additional information you would like to have considered.

---

your signature

Please return this form to:

City Manager's Office  
City of Cleveland Heights  
40 Severance Circle  
Cleveland Heights, Ohio 44118



# CLEVELAND HEIGHTS

## Committee of the Whole

**May 8, 2017**

### **Agenda**

1. Mayor and City Council Updates
2. Staff Updates
3. Legislation Overview
4. Executive Session: 1) To consider the employment of a public employee; 2) To consider the terms of a lease of City-owned real property; 3) To discuss, with an attorney for the public body, claims or disputes involving the public body that, in the judgment of such attorney, appear likely to be the subject of a future claim

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

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

**RE: COMMUNITY OUTREACH UPDATE**

**DATE: MAY 5, 2017**

**COMMUNITY RELATIONS:**

- Staff is working with Coventry to promote their many events to be held this summer. The beer garden event from last year has been moved this summer to the area in front of Coventry yard. The Peace Park movies will be held again throughout the summer. The Main Street link to vote for Coventry is on the homepage.
- Staff with Forestry planted the traditional Arbor Day tree ( a flowering pear) at the Noble/Roanoke garden. The broken pylons were removed and the ones along the lot border are still in place until we can figure out a better solution to keep bikes, etc. from going across the lot.
- The We are Noble events will be posted on the homepage and Facebook beginning next week. The organizers have decided not to use the Medic site for any events. Mulch will also be dropped at the Noble/Mayfield corner for plantings.
- Staff has handled tall grass and quarterly bill questions this week. The quarterly bill question has to do in some part with the landfill fee. The landfill fee of \$11.50 has been on the water bill for years. Now that it is quarterly = \$34.50 some residents just needed an explanation.
- The Cain Park raffle to win 2 tickets to every event for a \$50 raffle ticket will end next week. The Cain Park Friends drawing for the winner will be at the City Council meeting on May 15<sup>th</sup>

**SOCIAL MEDIA/WEBSITE:**

- The notice regarding the May 16<sup>th</sup> meeting has been posted on the homepage and will also go out in today's email blast. The meeting will be videotaped for broadcast on YouTube and Channel 20.
- There is a homepage posting regarding the 3 bills that residents are now receiving and which entity receives payment.
- Facebook posting regarding the drop box at City Hall for un needed prescriptions.
- Staff continues to update the construction news (Noble and Cedar) on the website



# MEMORANDUM

**TO:** Tanisha Briley-City Manager  
**FROM:** Alex Mannarino-Director of Public Works  
**DATE:** May 5, 2017  
**RE:** Weekly Update

---

## **Cedar Road Resurfacing/Cedar-Fairmount Streetscape**

The work zone has shifted to the North side of Cedar Road, and pavement milling has been completed. The paving company hit some trolley rails at the intersection of Hampstead and Cedar. The tracks were within the top three inches of pavement, and will have to be removed. The intersection of Hampstead and Cedar will be closed over the weekend for the removal of the rails and the repair of the road base. The weather has not been very cooperative, but the road should be opened by Monday assuming they can pour concrete.

Perk will also be releasing a public information notice about the closure of the north side of the intersection at Cottage Grove and Cedar for about a week for the reconstruction of the bus pad that goes through the intersection. Advance signs will be placed.

There have been no major set-backs.

## **Lee Road Streetscape**

My office completed the final walk through with the engineers from the Ohio Department of Transportation. There were no major issues noted.

## **Noble Road Resurfacing (Cuyahoga County Project)**

The intermediate course of asphalt is down on the west side of the roadway. The contractor has started making casting adjustments. They will also start replacing curbs and curb ramps.

## **Construction Project Updates**

### **Mayfield Signalization**

No new updates.

## **Dominion East Ohio**

### **Cedar Road Accelerated Pipeline Replacement PIR-2083**

Red Dirt started making the service connections. Due to issues with the surveying the proposed location of the gas line was moved into the road, and temporary traffic pattern changes have been occurring at Cedar Road and Euclid Heights due to a tie in location in the middle of the road. Weather permitting, work should be completed by sometime during the day on Monday. During off hours, Dominion will open the work zone back to normal.

## **Service Department**

All operations continued as normal.

Date: May 5, 2017

To: Tanisha Briley, City Manager

From: Collette Clinkscale, Utilities Commissioner

Subject: Utilities Department Weekly Update

---

#### Water

- Repaired water main break at 2617 E. Overlook
- Replaced curb stop at 3816 Bluestone
- Investigated hydrant issue with Fire Department
- Flushed curb boxes and turned off/on water per CWD request
- Started meter reading cycle for May
- Normal investigation/inspection operations (investigated estimated and high reads)
- Cemented road holes on Fenley, Langton, Stoneleigh, Ravine and Nelaview
- Turned off CH delinquent Accounts

#### Sewer

- Ran sewer machine on North Taylor, Selwyn, Meadowbrook, Superior, Queenston, Cummings, Hereford E. Monmouth (2), Kingston and South Taylor
- Dye tested a property on North Park
- Inspected Overflows
- Inspected flooding complaints due to heavy rainfall
- Continued work on lateral at 1468 Parkhill
- Assisted with cementing road holes

#### Other

- Call volume extremely high due to customers receiving first quarterly bills for local sewer and landfill. Most inquiries/complaints stem from customers thinking they would not receive any more bills from Cleveland Heights and not realizing that CWD is not billing local sewer and landfill. Note: This information was provided on the FAQ sheet that was previously published. The City will also put something additional on the website explaining these charges.
- Commenced turn-offs for delinquent accounts. (120 accounts turned off)
- Mailed 200 delinquent letters for next week's turn offs
- Met on sewer related issues

Cleveland Heights  
Economic Development



**To:** City Manager Tanisha Briley  
**From:** Economic Development Director Tim Boland  
**Subject:** Activities Report – May 5, 2017

**Activities and Initiatives:**

**1. Food Trucks**

**License/Fee Update**

As discussed with Council, the Planning Department is moving forward with conditional use outdoor dining permits that include use of food trucks. Once a site is approved for the conditional use permit, food trucks that are registered and licensed with the City would be allowed to operate under that permit.



Economic development staff has developed an application and requirements for individual food trucks to be licensed to operate under an approved conditional use permit.

Food truck license requirements:

1. Completed signed application
2. Copy of valid mobile food license from an Ohio health department
3. Proof of insurance naming City as an additional insured
4. Background check (for ice cream trucks only)
5. \$50 fee

Draft legislation is included in your packet that would change the fee to license food trucks from the current \$10 to \$50.

**2. Municipal Small Business Initiative**

Staff attended a meeting with the County Department of Development on Wednesday, May 3 to discuss specifics of the Municipal Small Business Initiative. The City is one of five that have been invited by the County to apply for three spots in the expansion of this program. A letter of interest from the City is due on Monday, May 15. Please see attached memo and documents.

### 3. Medical Marijuana

The City of Akron became the first community in Ohio to pass comprehensive medical marijuana regulation and license legislation this week. Staff will be meeting with the Law Department to review what would be required to legislatively to allow medical marijuana in the City. If the City decides to move forward with medical marijuana, regulations and license requirements would need to be in place by July as dispensary applications are expected to be due to the State in September/October.

Staff continues to talk with Buckeye Relief, who presented to Council on April 12. They are currently looking into possible locations for a dispensary, dependent on the City electing to move ahead with medical marijuana legislation. Staff has also received two additional inquiries from entities looking into the medical marijuana industry.

### 4. Business Retention Expansion Attraction Creation (BREAC) Initiative:

BREAC activity highlights include:

- Met with two existing businesses
- Met with three potential startups interested in opening in Cleveland Heights
- Responded to two inquiries related to finding available commercial space
- Updating of listings on Available Properties web-based tool

### 5. Marketing

Economic development staff attended the **Heights Hillcrest Chamber of Commerce Business Expo** on Thursday, May 4 at the 700 Beta Banquet and Conference Center in Mayfield.



Thank you,

*Tim Boland*

Economic Development Director

Cleveland Heights  
Economic Development



**From: Brian Anderson**  
**To: Tim Boland**  
**Subject: Municipal Small Business Initiative**

### Introduction

In 2015, the Cuyahoga County Department of Development partnered with the Cities of Cleveland and Shaker Heights on the Municipal Small Business Initiative (MSBI) pilot program. The program was created to act as a tool to close the financing gap when entrepreneurial small businesses lack the sufficient cash resources to qualify for conventional bank financing. Based on the success of the initial pilot program, the County plans to expand the program to include three inner-ring suburbs. Cleveland Heights is one of five communities that have been recommended by the Small Business Administration (SBA) office in Cleveland to be considered for the expansion.

### Basic Program Overview

- The County and approved municipalities partner to create a \$200,000 credit enhancement pool (CEP) of funds via \$150,000 from the County and \$50,000 from the municipality.
- To be eligible a small business must:
  - Have at least 10% equity in the project. The project may include start-up operations, working capital or an expansion.
  - Receive technical assistance through a Small Business Development Center (or another approved entity).
  - Be able to qualify for an SBA loan
  - Apply with and meet the requirements of the participating municipality
- The CEP is used to credit enhancement in the form of a performance grant/forgivable loan for 15% of the project amount up to a maximum of \$50,000.
- The remaining 75% will be provided through an SBA 7(a) or 504 loan.
- The performance grant/forgivable loan is subordinated, put on standby, and forgiven over a three year period.

### Additional Considerations

- The County is providing a three to one match to establish the CEP. The original pilot in Cleveland and Shaker was a one to one match.
- The program, projects and funds would be controlled by the City.
- The City's \$50,000 investment could be used to leverage up to \$1,333,333 in small business investment over two years.
- This program has been vetted/tested through the initial pilot program in Cleveland and Shaker Heights
  - 25 loans in Cleveland, 5 in Shaker – experienced a low default rate of 2%-3%

- This program serves as an enhancement tool to traditional SBA loans that are being reviewed, underwritten and approved by both a commercial bank and the SBA;
- Equity is provided by applicant, and equity infusion to minimize what is required of applicant is provided through the credit enhancement pool;
- Applicant required to complete a business plan and/or receive technical assistance from SBDC;
- Target applicant – small businesses that need an equity infusion to close on an SBA loan;
- Approved small businesses are otherwise bankable by a commercial bank through an SBA product;
- Benefits – adds a grant component to City’s economic development incentives, expands our ED toolbox, a city-wide program that could be structured/tiered to help facilitate investment in specific districts – Mayfield Innovation Corridor or Noble Corridor;
- Additional program criteria and requirements beyond the “Basic Program” may be established by individual municipalities, including:
  - Job creation & retention, business retention & attraction, stabilization in specific areas of community;
- Cleveland Heights has a high number of businesses that could benefit from this program.

#### **Timeline and Next Steps**

- Municipalities must submit a letter of interest to the County by May 15.
- The County will choose no more than three municipal candidates to move forward with.
- Grant Agreement and Scope of Service
- Agreements presented to County Board of Control for approval of appropriation of funds by the end of June



April 25, 2017

Timothy Boland  
Economic Development Director  
City of Cleveland Heights  
40 Severance Circle  
Cleveland Heights, Ohio 44118

Re: Opportunity for County matching funds for small business grants to leverage SBA-insured loans  
Deadline to submit qualifying information – Monday, May 8, 2017 - COB

Dear Mr. Boland:

Cuyahoga County has set aside funds from its current year Economic Development budget to partner with up to three inner ring suburbs to support the growth of their small businesses through SBA-insured loans. We tested this approach with the cities of Cleveland and Shaker Heights in 2015 and 2016. Key elements of the program are:

1. A municipality offering the program must have on staff qualified economic development professionals to identify suitable small businesses for this assistance, link them with recognized small business development (SBDC) resources, and analyze the business's financial information to focus resources on good candidates for SBA-backed bank lending.
2. The municipality will select suitable small businesses to receive grants for a portion of the "owner equity" needed to qualify for an SBA-insured bank loan. Emphasis will be placed on identifying minority and women owned businesses, as well as businesses owned by residents of the municipality.
3. The municipality will connect each selected business with recognized small business development programs such as the Urban League and ECDI to ensure each business receiving a grant is ready and able to qualify for and use SBA-insured bank funding to meet its financial requirements for growth.
4. Grant funds will be disbursed by the municipality at closing of the SBA-insured loan, from a special account that will have been fully funded -- 25% by the municipality, 75% from Cuyahoga County.
5. The special account will receive \$50,000 from the municipality and \$150,000 from Cuyahoga County when the municipality has entered into a written grant & program agreement with Cuyahoga County.
6. The program is intended to operate for two years for each selected municipality.

The Cleveland office of the U.S. Small Business Administration has recommended your city for consideration for this pilot program. Due to limited funds, we can only partner with three cities this year. The County intends to offer this program again in 2018, budget permitting, and your city will be welcome to re-apply if not selected this year.

If you wish to be considered for the program this year, please submit a written statement of interest by Monday, May 8, 2017 outlining your city's staff and financial capacity to operate the program as outlined above, starting in July 2017. Since we need a commitment of \$50,000 city funds, please include a statement signed by your Mayor confirming these funds are available, subject to entering into an agreement with Cuyahoga County. We reserve the right to request further information from any and all cities, as we make the selection of three suburban partners for 2017. Please understand that this letter is not a commitment of funds; only our Board of Control can award County funds.

On Wednesday, May 3, at 10:00AM, we will host a meeting at our office, in Room 7-324. At this meeting each suburban municipality recommended by the SBA can ask questions. You may call in to the meeting if this is more convenient than attending in person. The meeting is optional, not mandatory, to be considered for this program.

Thank you for your interest in this exciting pilot partnership program for small business in your community.

Sincerely,

  
Michael May  
Economic Development Administrator  
Cuyahoga County Department of Development

# Memorandum

To: Tanisha Briley, City Manager  
From: Joseph P. McRae, Parks and Recreation Director  
Subject: Parks and Recreation Department Update  
Date: May 5, 2017

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

## General Announcements

- The Pavilion Skate Club and the Recreation Department will have the annual Summer Vacation Ice Show on Saturday, May 6 at 2pm and 7pm at the Community Center.
- The WOW program is going well. Participants are showing up to various programs and events.
- Summer pool passes for the 90<sup>th</sup> Anniversary season of Cumberland Pool are on sale at the Community Center. Staff will be visiting Boulevard School on May 9 to share upcoming pool activities with 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> Graders.

## Senior Center

Activities for the week included:

- The Parkinsons Group had their monthly meeting.
- Post Office on Wheels visited the Senior Center.
- Heights Library led a book discussion.
- The Senior Songwriting class finished up with a performance of their work at the Alta House.
- The Pot Luck group had their monthly luncheon.



# Cleveland Heights Fire Department

## Weekly Activity Report

Total Emergency Calls Year To Date	2,169
------------------------------------	-------

Total Emergency Calls for Period	134
----------------------------------	-----

Report Date Period: 04/28/2017 - 05/05/2017

### 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	28	390	380	18.60 %
Emergency Structure Fire Count	1	30	20	
Emergency Non Structure Fire Count	27	358	352	
Emergency Vehicle Fire Count		2	8	

### Emergency Medical Data

Total Emergency Run Count	106	1,779	1,693	81.40 %
Emergency Medical Run Count	100	1,734	1,637	
Automobile Accident Run Count	6	45	56	
Advanced Life Support Run Count	24	503	453	
Basic Life Support Run Count	81	1,272	1,232	
Total EMS Transports	68	1,173	1,113	
Total EMS Non Transports	34	529	501	

## Mutual Aid Run Count to Date

<b>Mutual aid received</b>	SEFD A - 9 SHFD A - 11 ECFD A - 2 UHFD A - 12
<b>Mutual aid given</b>	SEFD A - 15 SHFD A - 9 ECFD A - 10 UHFD A - 6
<b>Automatic aid received</b>	SEFD A - 2 SHFD A - 5 ECFD A - 2 UHFD A - 3
<b>Automatic aid given</b>	SEFD A - 0 SHFD A - 10 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>35</b>	<b>695</b>
<b>Company Fire Inspections</b>	<b>24</b>	<b>38</b>
<b>Fire Prevention Fire Inspections</b>		<b>30</b>
<b>Fire Alarm Test Inspections</b>	<b>1</b>	<b>2</b>
<b>Kitchen Supression Test Inspections</b>		<b>1</b>
<b>Sprinkler Test Inspections</b>	<b>1</b>	<b>6</b>
<b>Other Inspections</b>	<b>9</b>	<b>618</b>
<b>Smoke Detectors Distributed</b>		<b>2</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 Mecklenburg, Chief of Police

**Date:** May 5, 2017

**Subject:** Weekly Update

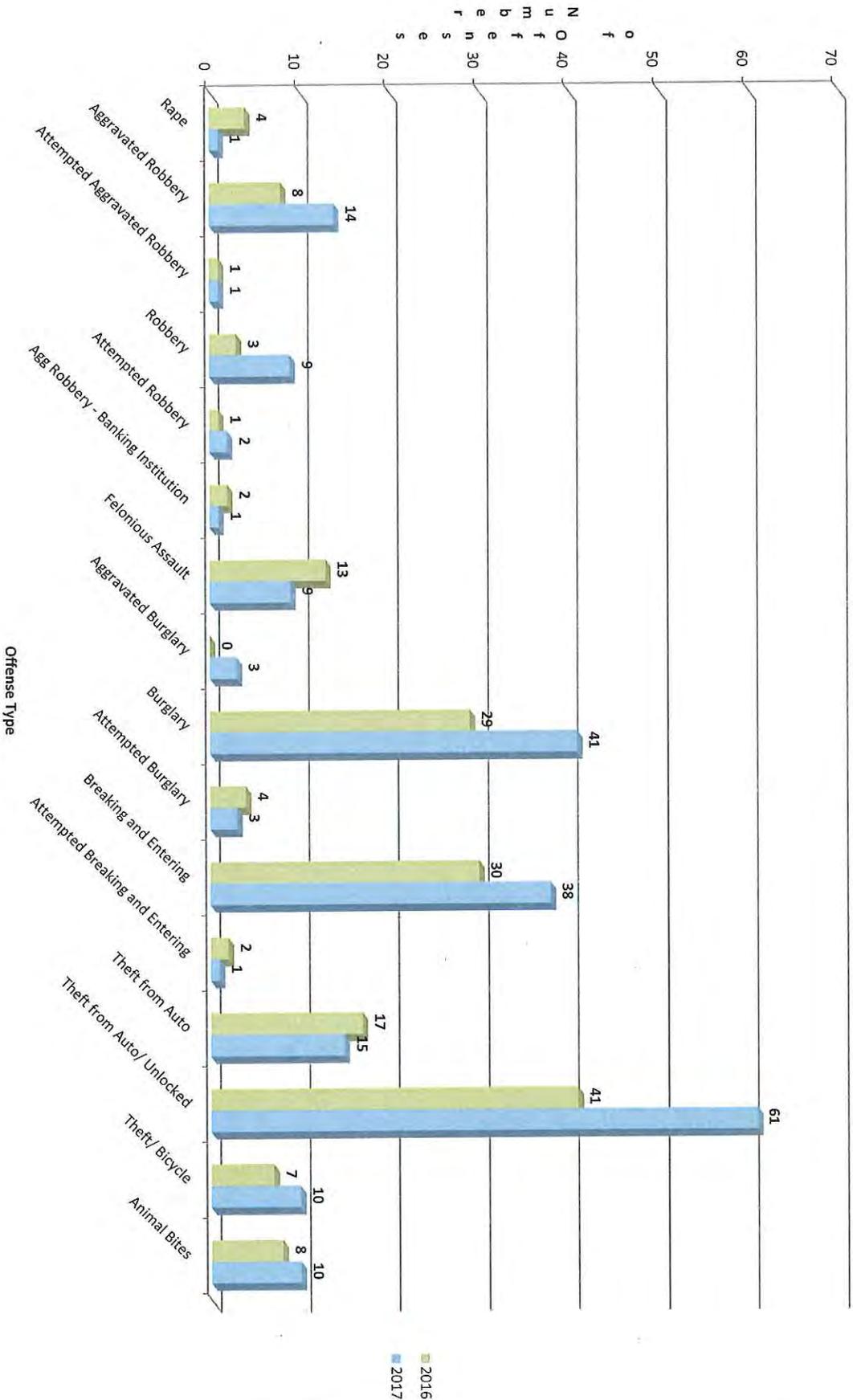
On the morning of Thursday, May 4, 2017, a Detective located a stolen Porsche Cayenne in a driveway on North Taylor in East Cleveland. The vehicle had been taken in an aggravated robbery the past weekend and also was involved in a Felonious Assault in our city on Nelaview over the weekend. Further investigation led to the arrest of 22 year old Marcus Thompson who was located inside the residence. Thompson was wanted on several charges in our city, including aggravated robbery. Thompson also had several other outstanding warrants in our cities. Detectives are continuing to investigate.

On Friday, May 5, 2017, four Sergeants from the Police Department completed the three week Police Executive and Administrative Leadership (PEALS) Course. The Sergeants who successfully completed the course are Benedict Osowski, Michael D'Amico, David Speece, and Robert Butler. They now join the ranks of several other ranking officers who have completed the course. Congratulations to all four Sergeants on a job well done.

The fundraiser for the Jason West Scholarship Fund will be Sunday, May 21, 2017 from 5:00 – 8:00 pm at the Tavern Company. This is the 10<sup>th</sup> Anniversary for the fundraiser and all proceeds raised will go directly to the Scholarship Fund.

The End of Watch Ceremony for Officer Jason D. West will be held on May 26, 2017 at dusk in front of City Hall.

Crime Comparison:  
January 1 - May 4, 2016 Compared to January 1 - May 4, 2017



Planning Commission  
City of Cleveland Heights, Ohio

There will be a meeting of the Planning Commission of the City of Cleveland Heights at **7:00 p.m. on Wednesday, May 10, 2017**, in Council Chambers, located on the second floor of City Hall, 40 Severance Circle.

Richard Wong  
Director of Planning

## **A G E N D A**

1. Roll Call
2. Approval of Minutes for the March 8, 2017 meeting.
3. **Project 17-6: The BottleHouse, 2050 Lee**, S2 Mixed-Use, requests Conditional Use permit for 35-seat outdoor dining in front w/ food truck in S. parking lot per Code chapters 1111, 1115, 1131, 1145, 1151 and 1153.

**Project 17-7: J & Y Goldurs, 3867 & 3871 Glenwood**, 'A' single-family, request lot resubdivision to join PPN 683-05-022 and 683-05-023 per Code chapters 1111, 1115 and 1121.

**Project 17-12: M. Miller & R. Patrick, 2947 Somerton**, 'A' single-fam, request lot resubdivision to join PPN 684-05-024 and 684-05-068 per Code chapters 1111, 1115 and 1121.

**Project 17-9: Fairmount Presbyterian Church, 2757 & 2765 Fairmount**, AA single-fam, requests revision to Conditional Use permit for parking lot alterations and lot resubdivision of PPN 686-16-014,015,-016, and 017 to join church parcels and for house at 2765 Fairmount to be a separate parcel per Code chapters 1111, 1115, 1121, 1151, 1153, 1161 and 1166.

**Project 17-10: A. Marshall, dba Heights Neighborhood House, 2940 Noble**, C2 Local Retail, requests Conditional Use permit for 42-child day care per Code chapters 1111, 1115, 1131, 1151, 1153 and 1161.

**Project 17-11: T. Delancy, dba A Natural U Hair Spa, 2490 Lee Blvd.**, C-1 Office, requests Conditional Use permit for 600 s.f. beauty salon per Code chapters 1111, 1115, 1131, 1151, 1153 and 1161.

**Project 16-16: M. Rajan & L. Radl, 3500 Fenley**, chicken coop & run, 'A' single-fam. The Commission will review Conditional Use permit for possible revocation per Code chapters 1111, 1115, 1121, 1151, and 1153.

4. Old Business
5. New Business  
-Planning Commission appointment to the Housing Council
6. Adjournment

/kc

Proposed: 5/1/2017

RESOLUTION NO. 43-2017 (AS),  
*Second Reading*

By Council Member Roe

A Resolution establishing a Charter Review Commission, including prescribing the number of commissioners and method of appointment and charging said Commission.

WHEREAS, Article XV of the Charter of the City of Cleveland Heights mandates this Council to determine at least once every ten (10) years whether to appoint a Charter Review Commission; and

WHEREAS, on December 17, 2012, by Resolution No. 186-2012, this Council determined not to appoint a Charter Review Commission at that time; and

WHEREAS, this Council has determined that it is not in the best interests of the City or its residents to wait until 2022 to appoint a Charter Review Commission but rather there is a current need to appoint said Commission.

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

SECTION 1. There is hereby established a Charter Review Commission to review the Charter of the City of Cleveland Heights. Said Commission shall be composed of fifteen (15) Commissioners. Each Council member shall be entitled to nominate one (1) Commissioner for appointment by Council and the remaining eight (8) commissioners shall be nominated and appointed by Council as a whole. In making its appointments, Council shall make a good faith effort to ensure that the Charter Review Commission is reflective of the City in terms of diversity, taking into account important considerations including, but not limited to, geographic diversity, racial, ethnic, age and gender diversity, relevant experience and qualifications, and stakeholder diversity. In making appointments, Council shall ensure that at least one (1) resident of each of the five (5) wards will be on the Commission. All appointees must be valid electors of Cleveland Heights prior to the time of application and at all times throughout the duration of the Committee's existence. In the event that an appointee no longer qualifies as required above, Council shall remove the appointee by majority vote and shall fill the vacancy by majority vote.

As set forth in greater detail in the memo to Council from members of the Administrative Services Committee regarding the Charter Review process, a copy of which shall be provided to the members of the Commission, the purpose of said Commission shall be to answer the following question: "What is in the best interests of the City of Cleveland Heights?" Before making any recommendations, the Commission shall conduct due diligence including, but not limited to, interviewing current and former staff, current and

RESOLUTION NO. 43-2017 (AS)

former elected officials, and any other persons it deems appropriate. In the event said Commission considers significant changes to the Charter, the Commission is hereby charged to consider the following issues, if relevant:

1. What is the problem the Commission is trying to solve by considering a change to the Cleveland Heights' current form of government?
2. How will a change in the form of government affect the balance the Commission seeks on issues of representation, policy leadership, and administrative efficiency?
3. What are the consequences of changing the governance of Cleveland Heights?

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 shall take effect and be in force at the earliest time possible permitted by law.

---

CHERYL L. STEPHENS, Mayor  
President of the Council

---

MITCHELL MICHALEC  
Acting Clerk of Council

PASSED:

Proposed: 5/15/2017

ORDINANCE NO.

By Council Member

An Ordinance amending Section 737.03, *License Application, Investigation and Fee* of Chapter 737, "Peddlers and Solicitors," of the Codified Ordinances of Cleveland Heights to raise the fee for licenses of businesses of a peddler or solicitor pertaining to the administration and enforcement of said license; and declaring an emergency.

WHEREAS, the City has decided to run a food truck pilot program for the summer of 2017 for bars or restaurant if authorized under conditional use permits for outdoor dining; and

WHEREAS, food trucks and ice cream trucks are regulated by Chapter 737, "Peddlers and Solicitors," of the Codified Ordinances of Cleveland Heights; and

WHEREAS, the City has not updated its fees for licenses of peddlers or solicitors pertaining to the administration and enforcement of the Building Regulation Code since 1972; and

WHEREAS, it is necessary to update fees for business license permits to more adequately reflect the City's cost pertaining to the administration and enforcement of said services; and

BE IT ORDAINED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. 737.03, *License Application, Investigation and Fee* of Chapter 737, "Peddlers and Solicitors," of the Codified Ordinances of Cleveland Heights shall be and hereby is amended to henceforth read as follows:

Any person desiring to engage in the business of a peddler or solicitor shall make application in person for a license at the City Hall, upon a form provided by the City Manager. The City Manager shall make such investigation of the character of the applicant and the business to be conducted as he deems necessary to protect the interests of City residents, and may require character references, photographs or fingerprints to be submitted.

Upon approval by the City Manager the applicant shall pay a license fee of fifty dollars (\$50.00) per year or fraction thereof.

SECTION 2. Notice of the passage of this Ordinance 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 Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants

ORDINANCE NO. (PD)

of the City of Cleveland Heights, such emergency being the need to collect adequate revenue to support the administration and enforcement of said license before the pilot program of the food trucks. Wherefore, provided it receives the affirmative vote of five (5) or more members elected or appointed to this Council, this Ordinance 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.

---

CHERYL L. STEPHENS, Mayor  
President of the Council

---

MITCHELL MICHALEC  
Acting Clerk of Council

PASSED:

Proposed: 5/15/2017

RESOLUTION NO. (F)

By Council Member

A Resolution authorizing the City Manager to allocate 100% of the Heights-Hillcrest Communications Center (“HHCC”) employees’ municipal income taxes to the HHCC; and declaring an emergency.

WHEREAS, by Ordinance No. 31-2016, this Council authorized the City Manager to enter into an agreement authorizing the creation of a Regional Council of Governments, pursuant to Ohio law to establish a joint communications system for Police, Fire, and EMS services in and for the cities of Cleveland Heights, Shaker Heights, South Euclid, and University Heights, to be called the “Heights-Hillcrest Communications Center” (“HHCC”); and

WHEREAS, on March 7, 2017, the HHCC authorized, subject to this Council’s approval, the allocation of the municipal income tax funds of HHCC employees into the general fund account of the HHCC to help fund the general operation costs of the joint dispatch center; and

WHEREAS, this Council has determined it is in the best interests of the City and its residents, who shall directly benefit from the HHCC, to authorize said allocation of HHCC income tax funds.

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

SECTION 1. The City Manager and the Director of Finance shall be, and is hereby, authorized allocate one hundred percent (100%) of the municipal income tax paid to the City by Heights-Hillcrest Communications Center (“HHCC”) employees to HHCC for deposit into the HHCC general fund so that the HHCC may use such funds to support general operations of the HHCC, pursuant to the HHCC Resolution passed on March 7, 2017.

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 timely allocate said income tax. 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)

---

CHERYL L. STEPHENS, Mayor  
President of the Council

---

MITCHELL MICHALEC  
Acting Clerk of Council

PASSED:

Proposed: 5/15/2017

RESOLUTION NO. (PSH)

By Council Member

A Resolution proclaiming June 2, 2017, *National Gun Violence Awareness Day*, in the City of Cleveland Heights; and declaring an emergency.

WHEREAS, every day, ninety-one (91) Americans are killed by gun violence and countless others are injured; and

WHEREAS, Americans are twenty-five (25) times more likely to be murdered with guns than people in other developed countries; and

WHEREAS, protecting public safety in the communities they serve is the City Manager's highest responsibility; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from dangerous people; and

WHEREAS, mayors, city managers, and law enforcement officers know their communities best, are the most familiar with local criminal activity and how to address it, and are best positioned to understand how to keep their citizens safe; and

WHEREAS, June 2, 2017 would have been the twentieth (20<sup>th</sup>) birthday of Hadiya Pendleton, a teenager who marched in President Obama's second inaugural parade and was tragically shot and killed just weeks later; and

WHEREAS, to help honor Hadiya – and the ninety-one (91) Americans whose lives are cut short and the countless survivors who are injured by shootings every day – a national coalition of organizations has designated June 2, 2017, as the second annual National Gun Violence Awareness Day; and

WHEREAS, the idea was inspired by a group of Hadiya's friends, who asked their classmates to commemorate her life by wearing orange; they chose this color because hunters wear orange to announce themselves to other hunters when out in the woods and orange is a color that symbolizes the value of human life; and

WHEREAS, anyone can join this campaign by pledging to Wear Orange on June 2 to help raise awareness about gun violence; and

WHEREAS, by wearing orange on June 2, Americans will raise awareness about gun violence and honor the lives and lost human potential of Americans stolen by gun violence; and

RESOLUTION NO. (PSH)

WHEREAS, this Council is committed to reducing gun violence and pledges to do all we can to keep firearms out of the wrong hands, and encourage responsible gun ownership to help keep our children safe; and

WHEREAS, the City of Cleveland Heights is honored to take part in the annual observance of *National Gun Violence Awareness Day* in the hopes to help honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to reduce gun violence.

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

SECTION 1. This Council hereby proclaims June 2, 2017, *National Gun Violence Awareness Day*, in the City of Cleveland Heights and encourages residents to wear orange on this day to show solidarity with the families who have lost a family member to gun violence, the communities that are affected, and the hope that bringing awareness will have a will continue the battle against gun violence.

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 recognize *National Gun Violence Awareness Day* on a timely basis. Wherefore, provided it receives the affirmative note of five (5) or more 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.

---

CHERYL L. STEPHENS, Mayor  
President of the Council

---

MITCHELL MICHALEC  
Acting Clerk of Council

PASSED: