
MEMORANDUM

TO: Members of Council
FROM: Tanisha R. Briley, City Manager
DATE: September 8, 2017
RE: September 11, 2017

MEETINGS & REMINDERS

Shredding Day is at City Hall on September 10, 9:00 – Noon.

Monday, September 11	-	6:15 p.m.	-	Committee of the Whole
Thursday, September 14	-	7:00 p.m.	-	Planning and Development Committee

GENERAL INFORMATION

1. Enclosed are the Council Update and Agendas.
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 Planning and Development Director.
6. Enclosed is an update from the Economic 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 are the actions for the Board of Control meeting.
11. Enclosed are the actions and agenda for the Planning Commission.

TRB/jkw
Enclosures



CLEVELAND HEIGHTS

Committee of the Whole

September 11, 2017

Agenda

1. Mayor & Council Updates
2. Staff Updates
3. Coventry P.E.A.C.E. Campus Presentation

TO: TANISHA R. BRILEY, CITY MANAGER

FROM: SUSANNA NIERMANN O'NEIL, ASSISTANT CITY MANAGER

RE: COMMUNITY OUTREACH UPDATE

DATE: SEPTEMBER 8 , 2017

Please see attached a document from the Forest Hill Home owners Association regarding the Mayfield-Lee C-1 District. Mayor Stephens asked that it be copied for all of Council.

PUBLIC RELATIONS:

- **Focus/Rec Magazine is arriving at homes this weekend.**
- **The drop off of school supplies at this Sunday's High School Open House was promoted on the Homepage and Facebook. Note: Open House 1:00pm to 4:00pm Sunday.**

COMMUNITY RELATIONS:

- **Shredding Day – this Sunday September 10th from 9:00-Noon at City Hall. This will be the last time we are able to offer a Sunday because companies will no longer provided the trucks.**
- **Reminder: Community Improvement nominations are due by September 22nd. Please let us know the address of any house you would like to have recognized. The Landmark Commission has already submitted nominations.**
- **Nursing students from CWRU met with Community Relations staff to learn about Cleveland Heights for a project they are working on this semester. Each student was given a Relocation packet.**
- **The Heights Community Congress staff brought in a display regarding the Heritage Tour (40th Anniversary) on September 23rd and 24th . It is in the promotional cube in the atrium.**
- **Block parties: Saturday September 9th – Hyde Park ; East Derbyshire ; Westminster; Scarborough; Delamere. Sunday September 10th – Edgehill ; Essex; South Overlook; Blanche .**



MEMORANDUM

TO: Tanisha Briley-City Manager
FROM: Alex Mannarino-Director of Public Works
DATE: September 8, 2017
RE: Weekly Update

Cedar Road Resurfacing/Cedar-Fairmount Streetscape

Work continues on Cedar without any major setbacks. The contractor has flipped the paving operations over to the north side of Cedar, and the leveling course of asphalt was installed this week. Work will continue with the adjustment of the manholes and catch basins on the north side of the street.

Noble Road Resurfacing (Cuyahoga County Project)

The final course of asphalt is tentatively scheduled to be installed next week.

Construction Project Updates

Mayfield Signalization

No new updates

2017 Surface Treating Program

No new updates

Dominion East Ohio

Lee Road (From Fairmount to Shaker Heights Corp. Limit) PIR-2860

Work continues without any setbacks.

Berkshire Road (Between Cottage Grove and Lee) PIR-3025

No new updates

Service Department

All operations continued as normal.



Date: September 8, 2017

To: Tanisha Briley, City Manager

From: Collette Clinkscale, Utilities Commissioner

Subject: Utilities Department Weekly Update

Water

- Repaired water main break at 2485 South Taylor
- Replaced street valve at Sylvanhurst and North Taylor (2 days)
- Assisted CWD with main break at Rosedale and North Taylor
- Investigated broken street valves
- Repaired connection leak at 2221 Westminster
- Investigated fire hydrant complaints
- Made street repairs to various locations due to water repairs
- Flushed out curb boxes on CH delinquent accounts
- Obtain final readings for new owners per CWD request

Sewer

- Ran sewer machine on Bluestone, East Fairfax, Edgehill, Roanoke and Euclid Heights Blvd.
- Televised sanitary sewer at 2829 North Park
- Repaired three catch basins in the area of 2605 South Taylor
- Installed new catch basin grates at Bainbridge and Staunton and Northampton and Cambridge
- Assisted in street repairs to various locations due to water repairs
- Catch basin inspection detail in progress; Cleaned 77 catch basins throughout City

Other

- Met with CWD on meter change out and miscellaneous issues
- Phone conference with Wade Trim and Brown & Caldwell on Consent Decree items

MEMORANDUM

To: Tanisha Briley, City Manager
From: Richard Wong, Planning Director
Date: September 8, 2017
Subject: Weekly Update



Board of Control

At its meeting Monday, the Board of Control found DealPoint Merrill's proposed reuse of the Severance Walmart for a CubeSmart self-storage facility to be a substantial change to the use and traffic patterns of the detailed development plan and, as required by Code, unanimously referred the amendment to the detailed development plan to the Planning Commission for their recommendation. Planning Commission must have at least 30 days to review it, so the soonest they would hear this is at their October 11 meeting.

Landmark Commission

The Commission chose three Preservation Awards recipients and approved changes to the Landmarked Bramsom House on E. Overlook Road, a new sign for Parnell's in the Heights Center Building at Cedar Fairmount and discussed reconstruction of the Mayfield entry piers at Park Synagogue.

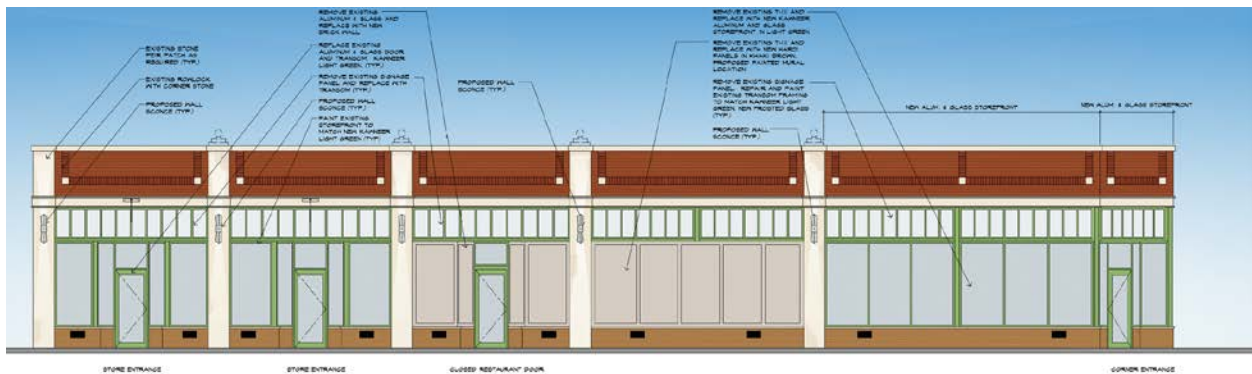




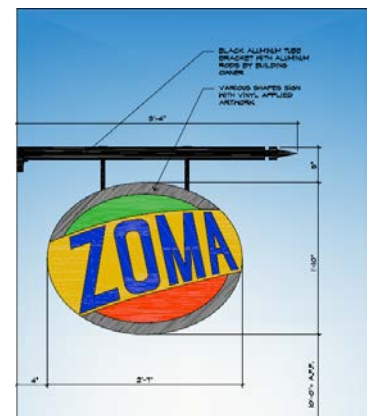
Architectural Board of Review

The ABR reviewed 18 projects, including the approval of the Storefront Renovation Project at the Kensington-Meadowbrook block of Lee Road. The existing plywood T111 siding along the former TavCo's Kensington frontage will be replaced with mural panels and glass. Green sign panels will be removed to expose the original transom windows and above-door air-conditioning units facing the street will be replaced with units inside each tenant space.

New lighting, doors and projecting signs will be added for each tenant and a new outdoor dining area near Meadowbrook is proposed. For 2½ years, Kara has been working with the building owner and Storefront Renovation design team and anticipates a contract being signed this year.



Kensington façade



Sample sign design

Cleveland Heights
Economic Development



To: City Manager Tanisha Briley
From: Economic Development Director Tim Boland
Subject: Activities Report – September 8, 2017

Activities and Initiatives:

1. Municipal Small Business Initiative Forgivable Loan Program

The County awarded Cleveland Heights \$150,000, and the City will match with \$50,000. The program will essentially provide grants to small businesses structured as forgivable loans in order to help the business qualify for an SBA loan. A typical deal structure for a project through this program would be 75% from an SBA loan through a bank or other lender, 15% in the form of a forgivable loan (forgiven over three years) and 10% owner equity.

Staff is currently reviewing the draft contract the City will enter into with the County to receive the funding. Staff will be attending a workshop later this month to go over the program and discuss outreach and marketing efforts with the SBA. The program should be ready to launch in the fourth quarter of this year. Staff expects to have any required legislation for this program for consideration at the October 2 Council meeting.

2. Business Retention Expansion Attraction Creation (BREAC) Initiative:

- 11 District Strategy
 - Recent outreach visits have been conducted in the **Cedar Lee and Cedar Taylor** commercial districts.
 - The outreach visits will be used to gather data and feedback to update a matrix to provide status reports on each of the commercial districts.
- Business Retention & Expansion Survey
 - Staff has created a draft Business Retention & Expansion Survey in order to gather more specific information and identify trends/needs in our business community.
- Outreach and Marketing
 - Staff attended the Future Heights Planning & Development Committee meeting and a presentation on the County's Housing Plan.
 - Staff continues to add properties to the Available Commercial Properties Tool. To date, it has received approximately 1,500 hits and has yielded a number of inquiries/leads.
 - We will be going live with the first two of our Business Testimonials later this month, featuring **In the 216** and **Zagara's**.

Thank you,

Tim Boland

Economic Development Director

Memorandum

To: Tanisha Briley, City Manager
From: Joseph P. McRae, Parks and Recreation Director
Subject: Parks and Recreation Department Update
Date: September 8, 2017

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

General Announcements

- With the new Heights High School complete, the City and the School District have re-established a partnership to allow community access to the High School indoor pool. The indoor pool is set to open to the public on Monday, September 11. Indoor pool passes can only be purchased at the Community Center.
- The 3rd Annual Happy 5k/10k Fun Run will take place on Sunday, October 8 at 9:30am. All donations go to the Cleveland Heights Youth Scholarship Fund. Fun Run yard signs are also available for a small donation at the Community Center with proceeds going to the Youth Scholarship Fund as well. You can register for the race at www.westernreserveracing.com.
- The Focus Magazine will hit the mail this week with information on all Fall/Winter classes and special events.
- Staff is working on updating the recreation online registration software to Civic Rec. The projected Go Live Date is November 1, 2017, barring any unforeseen setbacks. The new software will streamline department operations as well as make it easier for residents to register for classes via phone or computer.

Senior Center

- The AARP group held a driver safety class
- CARE had 2 workdays for its Cleveland Heights senior members. 1 was in cooperation with Up With People who are in the area volunteering this week
- Heights Libraries led a book discussion with seniors
- The Parkinson's Group and Breakfast Bingo had their monthly meetings
- An OSHIP volunteer provided Medicare Counseling



Cleveland Heights Fire Department

Weekly Activity Report

Total Emergency Calls Year To Date	4,459
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Total Emergency Calls for Period	130
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Report Date Period: 09/01/2017 - 09/08/2017

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	42	835	912	18.98 %
Emergency Structure Fire Count	1	51	49	
Emergency Non Structure Fire Count	41	781	853	
Emergency Vehicle Fire Count		3	10	

Emergency Medical Data

Total Emergency Run Count	88	3,624	3,527	81.02 %
Emergency Medical Run Count	84	3,521	3,406	
Automobile Accident Run Count	4	103	121	
Advanced Life Support Run Count	23	1,001	948	
Basic Life Support Run Count	65	2,613	2,563	
Total EMS Transports	63	2,392	2,285	
Total EMS Non Transports	19	1,073	1,077	

Mutual Aid Run Count to Date

Mutual aid received	SEFD A - 22 SHFD A - 22 ECFD A - 9 UHFD A - 19
Mutual aid given	SEFD A - 23 SHFD A - 17 ECFD A - 18 UHFD A - 16
Automatic aid received	SEFD A - 3 SHFD A - 7 ECFD A - 2 UHFD A - 5
Automatic aid given	SEFD A - 0 SHFD A - 15 ECFD A - 0 UHFD A - 11

<u>Fire Prevention</u> <u>Bureau</u>	<u>Current</u> <u>Period</u>	<u>Year to</u> <u>Date</u>
Total Completed Fire Inspections	84	1,698
Company Fire Inspections	43	675
Fire Prevention Fire Inspections	3	51
Fire Alarm Test Inspections		3
Kitchen Supression Test Inspections		7
Sprinkler Test Inspections		6
Other Inspections	38	956
Smoke Detectors Distributed	2	87

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

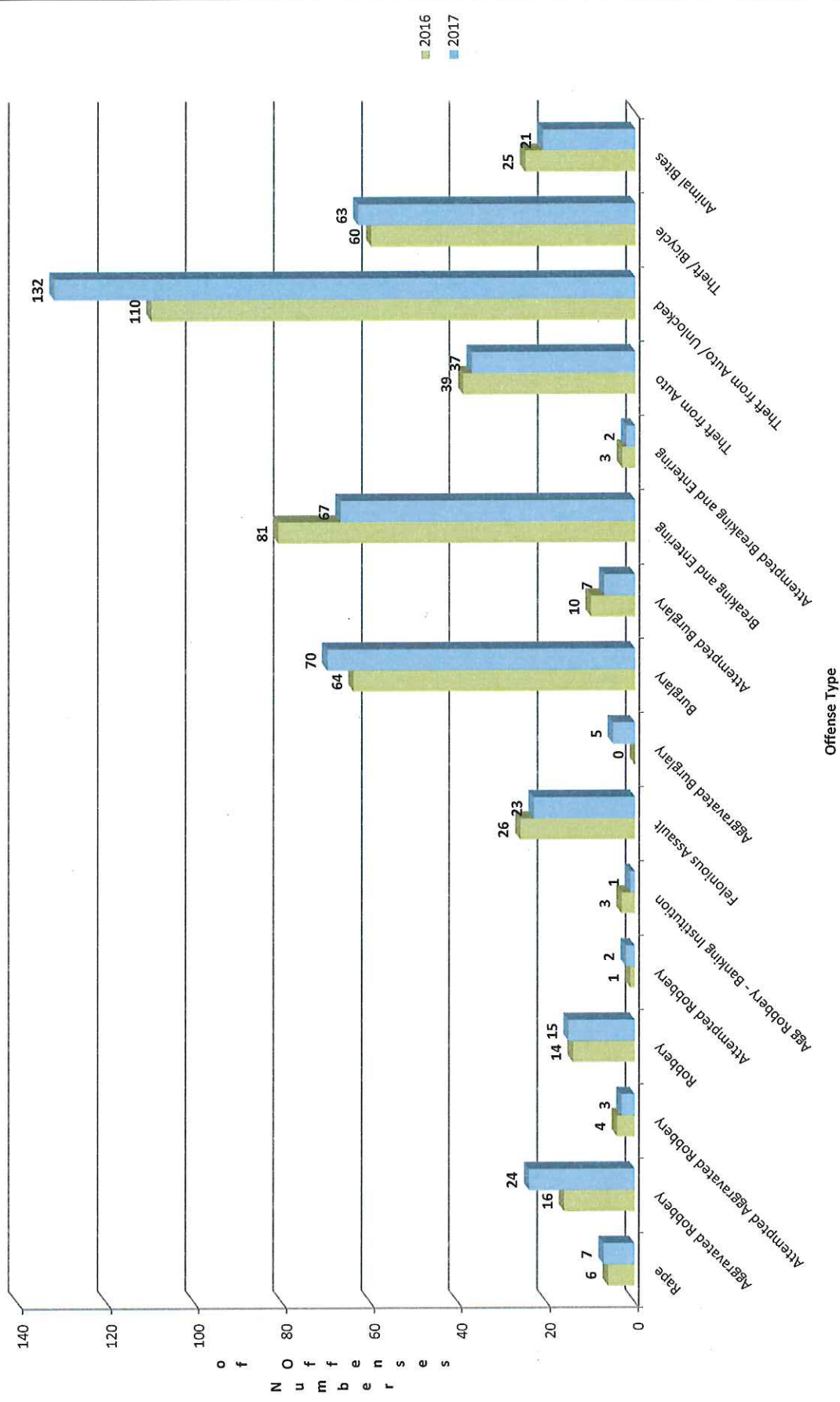
From: Annette Mecklenburg, Chief of Police

Date: September 8, 2017

Subject: Weekly Update

On September 3, 2017, around 8:00 pm an Officer on patrol observed smoke coming from the parking lot behind Lutheran East High School. Further investigation revealed that three males had been spraying the school buses with a fire extinguisher. In addition Officers discovered that a door on the Football Field Press Box had been forced open. One juvenile and one adult male, 19 year old Tazon Harrell, were located and arrested on various charges including Breaking and Entering. On September 5th, Tazon Harrell was released from custody on bond. On September 6th, Harrell was arrested again on Robbery charges. Around 1:15 pm on September 6th, a male was jogging through Cain Park when he was assault be four males who stolen his head phones. Harrell was located within minutes and found to be in possession of the head phones. Harrell is currently being held in the Cuyahoga County Jail on a \$100,000 cash/surety bond. Detectives are investigating further to identify the other four males involved in this incident.

**Crime Comparison:
January 1 - September 7, 2016 Compared to January 1 - September, 2017**





BOC 2017-03: DealPoint Merrill, LLC, 3606 Mayfield (former Walmart), S-1 Mixed Use, requests the Board of Control determine whether the proposed plan for CubeSmart self-storage facility (storage & warehousing of goods) with logistics business is a substantial change to the use(s), building(s) and/or traffic patterns of the detailed development plan. If the Board of Control so determines, it must refer the amendment to the detailed development plan to the Planning Commission for their recommendation of approval, approval with modifications or disapproval prior to Board of Control approval or disapproval. Applicable Code chapters: 1111, 1113, 1115, 1131, 1143, 1151, 1153, 1161, 1163, 1165, and 1166.

Proposed use found to be a substantial change to the use and traffic patterns of the detailed development plan. Referred amendment to the detailed development plan to the Planning Commission for their recommendation of approval, approval with modifications or disapproval, 5-0.



Project No. 17-19: Fact-Finding Hearing on Mayfield-Lee C-1 District. The Planning Commission held a hearing to solicit public input concerning the appropriate zoning of the Mayfield-Lee triangle parcels: PPN 681-39-002 (3077 Mayfield Road), 681-39-004 (2490 Lee Boulevard) and 681-39-003 (3008 Monticello Boulevard), all currently zoned C-1 Office (Code chapter 1131), before making a rezoning recommendation, if any, to Council.

Motion passed, 6-0, for Planning Department staff to make a rezoning recommendation in light of the public comments and update the Planning Commission on their progress at the September 13, 2017, meeting of the Planning Commission.

Project No. 16-16: M. Rajan & L. Radl, 3500 Fenley, chicken coop & run, 'A' single-fam. Staff reported whether a Code-conforming coop has been constructed and whether chickens are present on the property.

Motion passed, 6-0, to affirm the applicant's original January 18, 2018, deadline to construct a Code-conforming coop and run provided the applicant permits staff to inspect the property to check the coop/run before housing chickens.



CLEVELAND HEIGHTS

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, September 13, 2017**, in Council Chambers, located on the second floor of City Hall, 40 Severance Circle, Cleveland Heights.

Richard Wong
Director of Planning and Development

A G E N D A

1. Call to Order
2. Approval of Minutes for the August 9, 2017 meeting.
3. **Project No. 17-20: Laura & Rich Stack, dba Village Childcare Center, 2007 Lee, S-2 Mixed-Use**, requests conditional use permit for 60-child day care per Code chapters 1111, 1115, 1131, 1145, 1151, 1153 and 1161.
Project No. 17-21: WXZ Residential Group, LLC, prospective purchaser of 2350 Overlook Road (PPN 685-03-004), currently owned by College Club of Cleveland, MF-3 Multi-Family, requests lot resubdivision to split into two parcels per Code chapters 1111, 1115 and 1123.
4. Old Business
Update on **Project No. 17-19: Mayfield-Lee C-1 District**.
5. New Business
6. Adjournment