AGENDA

Agenda, Bay Village City Council
Committee Meeting
Conference Room
Dwight Clark, President of Council, Presiding

Date: February 27, 2017
Time: 7:30 p.m.

ANNOUNCEMENTS

Appointment of Leslie Brown, 30327 Provincetown Lane, Bay Village, Ohio to the Tree Commission for a period of three years expiring February 27, 2020.

Appointment of Carolyn A. Young, 29039 Lake Road, Bay Village, Ohio, to the Board of Zoning Appeals for a five year term expiring January 1, 2022.

Appointment of Dan Gess, 31500 Tuttle Drive, Bay Village, Ohio, to the Board of Zoning Appeals to fill the unexpired term of Tony Dostal, expiring January 1, 2021.

COMMITTEE OF THE WHOLE

ENVIRONMENT, SAFETY AND COMMUNITY SERVICES COMMITTEE-Vincent

Request for construction of a Wischmeyer Creek Erosion Control Structure for the residence of Michael Sathre, 310 Glen Park.

FINANCE & CLAIMS COMMITTEE – Clark

Certification to the Cuyahoga County Fiscal Officer for:
- Unpaid Grass Cutting and Cleaning Charges
- Unpaid Sewer Rental and Refuse Collection Charges
- Unpaid Sidewalk Repair and/or Construction Charges
- Unpaid Tree Removal Charges

PLANNING, ZONING & PUBLIC GROUNDS & BUILDINGS COMMITTEE-Lieske

PUBLIC IMPROVEMENTS, STREETS/SEWERS/DRAINAGE COMMITTEE-Henderson

RECREATION & PARKS IMPROVEMENT COMMITTEE-Mace

SERVICES, UTILITIES & EQUIPMENT COMMITTEE-Tadych

AUDIENCE

MISCELLANEOUS

CAHOON MEMORIAL PARK TRUSTEES

Approval for the Bay Village Foundation of the Play-in-Bay site on May 13, 2017 from 3 p.m. to 5 p.m. for the “Grand Reopening of Play-in-Bay.”

Approval for the use of Cahoon Memorial Park at the Play-in-Bay site by the Community Council of Bay Village for the reception of the Citizen of the Year, Evelyn Allen, and Project of the Year, Play-in-Bay Renovations, on May 13, 2017 from 3 p.m. to 5 p.m.
Council Committee Agenda

February 27, 2017

Approval for use of the Cahoon Memorial Park Fields and facilities for the annual Bay Challenge Cup Soccer Tournament, on September 1 and 2, 2017, with no use of the Cahoon Memorial Park fields and facilities on Sunday, September 3, 2017, by the Bay Soccer Club, pending receipt of insurance.
City of Bay Village

Council Minutes, Committee Session
February 13, 2017
Dwight Clark, President of Council, presiding
Council Chambers 7:30 p.m.

Present: Clark, Henderson, Lieske, Mace, Tadych, Vincent, Mayor Koomar

Also Present: Law Director Ebert, Finance Director Mahoney, Police Chief Spaetzel, Recreation Director Enovitch, Operations Manager Landers.

AUDIENCE

Lydia DeGeorge, Tara and Denny Wendell, Alex Dade, Jeff Gallatin, Tom Kelly, Jenny Hartzell, Nancy Stainbrook, Bill Selong, Jerrie Barnett.

President of Council Clark called the meeting called to order in the Council Chambers of Bay Village City Hall at 7:30 p.m.

ANNOUNCEMENTS

Operations Manager Landers announced that the hazardous waste drop-off schedule will include one Saturday in 2017, on April 1, from 8 a.m. to 12 Noon at the City Service Garage. It was thought that it would be better to combine the drop-off with the last Friday of the month, March 31 drop-off so that the Friday and Saturday hazardous materials can be transported to the hazardous waste county site at one time. Mrs. Lieske stated that making this Saturday drop-off available shows responsiveness to the residents’ needs. Mrs. Lieske expressed her appreciation to Mayor Koomar and Mr. Landers for adding this Saturday drop-off. Mr. Vincent asked if the hazardous waste items could be defined for the residents so they know what can be dropped-off. Mr. Landers stated that they always collect tires, computers, pesticides, fungicides, herbicides, oil based paints, and paint thinners. It is recommended that the items be in the original containers so if there is a spill they know what the material is. Mr. Landers noted that if an item can be washed with soap and water it is not hazardous. Mr. Vincent noted that it would be helpful to send this information to residents via an email blast.

Mayor Koomar advised that the City has been award $17,500 in materials from Cuyahoga County to do repairs on Wolf Road, between Columbia and Bassett Road. The ultimate goal is to work with the County for a complete overlay of Wolf Road, but this award will help with the cost of repairing some of the issues we have currently for the next year.

Mayor Koomar, with the assistance of Finance Director Mahoney, has been working with Ohio State Representative Dave Greenspan to amend a House Bill to include the cost of engineering and replacements costs for the Ashton Lane Bridge. The budget process is early on but it is hoped to have that submission in moving forward.
Mr. Clark asked if the Wolf Road work is something that will be done in-house. Mr. Koomar stated that the Wolf Road section between Columbia and the Middle School is scheduled to be milled down and filled in with partial depth repairs this year. The project is part of the 2017 Road Improvement and Maintenance Project of the City.

Mr. Ebert reported on the renovations being done in the Bay Village City Hall, noting that the Committee Conference Room is getting a fresh coat of paint, a new ceiling, new lighting, and new carpeting. The small kitchen area will be expanded.

Mr. Clark noted that it has been suggested to include an overhead projection for audio-visual presentations in the committee room. Mr. Landers is looking at potential grants for a smart board.

COMMITTEE OF THE WHOLE

City Council Vacancy

Mr. Clark advised that those interested in filling the at-large vacancy on Council were asked to submit a letter of interest and resume by 4:30 p.m. on February 13, 2017. The Clerk of Council, Joan Kemper, has notified the Council that sixteen residents have submitted their letters of interest and resumes for the position. Interviews have been set for Wednesday evening, February 15, 2017 beginning at 6 p.m. Applicants will be granted a 15 minute interview. When the interview process is finished, Council will make a decision by February 27. If the Council does not make a decision by the end of the month, the City Charter states that the appointment would go to the hands of the Mayor.

Mr. Clark expressed appreciation to those present at tonight's meeting who applied for the vacancy, thanking them for their interest.

ENVIRONMENT, SAFETY AND COMMUNITY SERVICES COMMITTEE-Vincent

Mr. Vincent is working with Mayor Koomar and Law Director Ebert to establish a contract with Municode for codification of city ordinances.

FINANCE & CLAIMS COMMITTEE – Clark

Amendments to Annual Appropriation Ordinance

Finance Director Mahoney advised that Council has authorized repairs to the White Creek for $43,000, and those funds need to be appropriated. The addition of a yard-waste pick up date in April of 2017 will result in additional expense of $7,000 (estimated at $6,750), for which funds need to be appropriated. Chief Spaetzel would like to conduct a fly-over program in conjunction with the City of Avon Lake for the purpose of counting deer which is required to receive a culling permit from the State of Ohio. The amount of $3,000 will be moved from the Animal Control Officer line since an Animal Control Officer has not been hired, to the “Other” line to re-appropriate for that expense.
Mr. Clark asked how many deer have been culled in Walker Road Park to date. Chief Spaetzel stated that a total of seventeen deer have been culled at Walker Road Park. There will not be further culling in Walker Road Park this year. Based upon studies and watching cameras, they feel that they have capped that area out. Avon Lake has culled a total of 42 deer in their community and will continue in other locations.

The results of the fly-over count will be known to Bay Village officials immediately when the count is finished.

Mr. Henderson stated that he supports these three appropriation adjustments, especially the effort for deer management. City Council passed a resolution in 2016 urging the then administration to work toward a deer population management plan and the timeline that administration recommended depended on the information from the deer count process. This is a good thing for the City to move forward with.

Mr. Clark noted that the addition of the April date for yard-waste pick up will be beneficial for residents. Mr. Tadych noted that it will be beneficial especially if spring is early and warm.

Mr. Mace asked if the White Creek appropriation includes measures to repair the sink hole in a resident’s property. Mayor Koomar stated that the entire appropriation is to repair that sink hole and includes the replacement of the pipe, cleaning under Wolf Road, and widening of the creek downstream north towards the lake, another 7500 feet. Communication will be handled by the administration with all of the residents in the area. Mr. Tadych mailed plans of the repairs and improvement to the resident on Wolf Road who has the sink hole on his property.

Mr. Henderson asked Finance Director Mahoney to include copies of prior appropriations with the proposed amended appropriation for Council’s review.

PLANNING, ZONING, PUBLIC GROUNDS & BUILDINGS COMMITTEE-Lieske

Mrs. Lieske stated that a Planning, Zoning, Public Grounds and Buildings Committee meeting will be scheduled on Monday, February 27 at 6:30 p.m. in the committee room of Bay Village City Hall. Topics to be covered are the monopoles, head-in parking in front of businesses on Dover Center Road, and review of legislation that may need to be revised to address structures other than in-ground swimming pools, and consideration for an Architectural Board of Review for housing.

Mr. Vincent asked Law Director Ebert if he has some information regarding monopoles that can be reviewed. Mr. Ebert stated that he has pictures of them and it is a current topic now in the state with permits for installations in cities’ right-of-ways. Mr. Ebert will provide information to Mr. Vincent and the committee with nearby installations to view.

RECREATION & PARKS IMPROVEMENT COMMITTEE-Mace

Mr. Mace had no report this evening.

SERVICES, UTILITIES & EQUIPMENT COMMITTEE-Tadych
Police Vehicles – Amendment to Cooperative Purchasing Agreement Terms

Mr. Tadych stated that there was discussion about the police vehicle purchase, and Mr. Henderson was very concerned about the amendment to the Cooperative Purchasing Agreement. Mr. Tadych asked Police Chief Spaetzel for his comments.

Mr. Henderson stated that he understands that we initially planned to purchase two vehicles through the state and because of the prioritization of the orders that may be delayed. According to the Law Director, it is legal for the City to go to a different local vendor and obtain police vehicles at an equal or better price. Mr. Henderson stated that his concern is that although it may be within the letter of the law, it may not be within the spirit of the law if we don’t give multiple dealers an opportunity to enter bids.

Mayor Koomar stated that last week the Police Chief was absent from Council meeting due to a family health concern. Mayor Koomar stated that he would like to give the Chief an opportunity to provide a quick overview.

Chief Spaetzel stated that for the past four years or more, State Wide Auto has been the purchasing contractor from the state. When putting the information together late last year, it was assumed they would win the state bid again. It was learned in January that State Wide Auto did not win the state bid. Lebanon Ford, near Dayton, Ohio, won the bid. The bid must be equal or better than the state pricing from an alternate source. The Police administration felt it would be better to go with State Wide Auto due to familiarity and the fact that they have the City’s graphics package, and they do comply with the state law. When the Chief read the ordinance that said “state bid” he was concerned that the information needed to be clarified so that everyone understood we are going with a vendor other than the state bid winner even though it is at a lesser price. The total cost per car is $30,128 which includes the extras such as the cages, the push-bars, some of the lighting which is integrated into the vehicle, and the graphics package.

Mayor Koomar stated that State Wide Auto is located in Van Wert, Ohio, near Toledo. The option to use State Auto would result in receiving the cars sooner. If Council has a concern, the City can pay $400 to $500 more for the cars and get them a little later.

Mr. Henderson stated that Mayor Koomar’s description was not the same as this week’s description. With this new understanding, Mr. Henderson understands now that Lebanon Ford won the state bid and State Wide previously won the state bid. The Police administration still wants to go with State Wide because they have supplied cars in the past, and they are cheaper and will be coming to us sooner. Mr. Henderson stated that given this information, the concern he had last week is moot.

Chief Spaetzel stated that state law is amended so that if there is a large dealership or a Ford plant in the purchasing community, that community can buy from a local dealer. That is one of the reasons the amendment was passed.
Mr. Clark suggested that Council might want to consider this purchase an exception and work on an ordinance on a go forward basis to go to state bid opportunities at different localities to provide a compromise, but not hold up this situation.

Finance Director Mahoney stated that she would agree this should be a one-time opportunity and we would not routinely let people underbid the state bid contract.

Mr. Clark stated that he is thinking about the Fire and Service vehicles as well and whether those fall under the purview of this ruling going forward.

Mr. Henderson stated that Mrs. Mahoney’s point is well taken and he is in agreement with her advice.

Mrs. Mahoney stated that instead of using the state bid and going to local vendors, it is a public bidding process.

Mr. Tadych commented that the Finance Committee spoke about tightening up the budget so that the numbers came closer to what they really were going to be. We appropriated $62,000 for these vehicles, and we are down to $60,256. We appropriated $7000 on the waste collection and it is really $6,750 for the actual cost. Mr. Tadych stated that he would like to see the numbers continue to get closer together to the actual cost.

Addendum to Agreement with Browning-Ferris Industries to provide for collection and disposal of yard waste material commencing on April 11, 2017.

Mr. Tadych will introduce a motion at the Special Meeting of Council this evening to go forward with an amendment to the contract with Browning-Ferris Industries for the additional pick-up of yard waste material on April 11, 2017.

Mr. Clark stated that it is important to publicize to the residents that April 11, 2017 will be the first yard waste pick-up date this year. Mrs. Lieske noted the warm weather for this coming weekend and the importance of posting this information so that residents know the date of the first yard waste pick-up.

Mayor Koomar stated that the information will be posted on the City’s website on Tuesday, February 14, 2017. A flyer has been prepared describing the City’s services with a calendar of the trash and recycling dates for pick-up that folks can post at home for reference. That flyer will go out in March prior to the yard waste collections.

AUDIENCE

Jerrie Barnett, Bayview Road, stated that she is very concerned about driving by the Middle School next to the library at certain hours of the day. Today, Mrs. Barnett stated, she came through the area when school was letting out. She noted that you could barely get around the corner heading west. There were cars all lined up, and it appeared that one woman was going to run right into her, coming in Mrs. Barnett’s direction.
Mr. Tadych stated that he absolutely agrees with Mrs. Barnett 100%. Mrs. Barnett stated that she turned on the road to get out on Wolf Road, and all the cars were all lined up on Wolf Road. It was necessary to be very careful to get out onto Wolf Road. Mrs. Barnett stated that when she worked at the library it was that way every day. She asked the Police Chief why the police are not doing something about it.

Chief Spaetzel stated that it is a function of the number of parents that pick up their children and there is nowhere to put the cars. The Chief stated further that if they pulled everybody off of West Oakland, which is where the library is, that would increase the amount of traffic on Wolf Road creating further back-ups. There have been many discussions with the schools. There are no easy answers. Ideally, when they built the Middle School, had they planned ahead for the number of people that pick up and provided a location for that, it would have worked out better. The police monitor the situation but there is no way to alleviate the problem other than to tell people they can’t park on Wolf Road.

Mrs. Barnett asked if tickets could be given to the drivers. The Police Chief stated that tickets cannot be given and the best advice is to avoid the area because people will always be picking up their kids at the Middle School.

Mr. Tadych stated that the same problem exists at Normandy School and the police have been ticketing when parents drop off and park in front of someone’s driveway. They are trying to do the best that they can do.

Chief Spaetzel stated that the same situation exists at Westerly, Normandy, slightly at St. Raphael’s School, and the Middle School. It is just the nature of neighborhood schools.

Lydia DeGeorge stated that since Mrs. Barnett brought it up, and since Mrs. DeGeorge lives in the area, and the signs cannot be enforced because there is no ordinance to back up the no parking, we have asked in the past if those signs can be removed and replaced with no idling signs. Mrs. DeGeorge stated that the drivers need to shut their cars off because the fumes of the cars idling for twenty minutes twice a day is a lot for the residents and for the kids running between the cars that are breathing in these fumes. Mrs. DeGeorge asked consideration for removing the no parking signs and putting up no idling signs while educating the parents not to idle their cars.

Mrs. Barnett asked if there is a law against idling. Chief Spaetzel stated that there is a law against idling if the car is unoccupied.

Mr. Gary Stone, Kimerly Drive, read the following communication he sent to Councilman Tom Henderson today:

“Dear Mr. Henderson,

Over the past ten or so days while walking, or jogging through Bradley Park, I have been attacked by unleashed dogs. Both times I have contacted the Bay Village Police Department and
Mr. Henderson read the following communication in response:

“February 13, 2017

Mayor Koomar and Police Chief Spaetzel,

I am deeply troubled by Mr. Stone’s report. This comes on the heels of last year’s dog attack on Pellet Drive in Ward 4, not far from Bradley Road Park, where a small dog named Charlotte was killed.

Last year, City Council revised Bay’s dog ordinances to empower the Police Department to take a tougher stance against irresponsible dog owners through increased fines, the potential for more jail time and the potential for greater court involvement. The administration also installed signs in all public parks to inform park guests about our city’s leash laws. In my view, these actions constitute Phase 1 of a Two-Phase response to Charlotte’s death on Pellet Drive last year.

There are still many other potential legislative actions and changes to the Administration’s procedures on the table as documented in the greenpaper published last year. I understand that the City Council Environment and Safety Committee and the Administration want to wait until an Animal Control Officer is hired to complete Phase 2 of this effort. I support that approach as long as the Police Chief is reasonably confident that he will be able to hire an experienced ACO who can offer us good advice.

However, as a result of Mr. Stone’s report and my own witness of numerous dogs at large in Bradley Road Park in Ward 4, I would ask the Mayor and the Police Chief to consider implementing what I will refer to as the “Bradley Road Park Leash Law Enforcement Surge” which entails 3 components:

1. Police officers walking through Bradley Road Park on foot several times per week at varying times of the day, including evenings, for at least 8 weeks this Spring
2. Enforcement of codified ordinance 505.01 (‘Animals running at large’) including the fines provided for under related codified ordinances, even for first-time offenders
3. At the conclusion of the surge, issuance of a very brief report to City Council indicating the number of times 505.01 was violated year-to-date in 2017 and in the same period during 2016
Committee Meeting of Council  
February 13, 2017

I believe this ‘surge’ would improve public safety in two ways. First, park guests who are cited and fined for violation of our laws will be less likely to let their dogs run at large in the future. Second, I believe word will get out around town that violation of our leash laws results in fines, thereby decreasing the likelihood that any other resident or guest in town will allow their dogs to run at large.

I am aware that these actions are the purview of the Administration, not City Council. Accordingly, I am asking the Mayor and the Police Chief to consider this ‘surge.’ After the Mayor and Police Chief have had the opportunity to consider this request, I would ask that they inform City Council of their plan to ensure that our existing leash laws are proactively enforced in Bradley Road Park in Ward 4 this year.

Respectfully,

Tom Henderson, Ward 4 City Council Representative”

Mr. Tadych added that Ward 1, Columbia Road Park, has dogs running loose all the time, and it is considered on the Internet as a dog park. Mr. Tadych would like it looked at also.

Mayor Koomar stated that he will take this under consideration.

Mr. Vincent asked the Chief if there has been any identification made of these dogs. Chief Spaetzel stated that the police cited the last owner that Mr. Stone had a problem with. The owner was cited for dog-at-large. The Police are aware of the incidents at both locations. They cited many people in Columbia Road Park over the summer. In the winter there are less people. There has been increased patrol there and there was, today, sent out another message for officers to increase patrol again in Bradley Road Park, especially this weekend with the warmer weather. Action has already been taken by the Police Department, and will take further action after reviewing Mr. Henderson’s communication.

Mr. Vincent noted that during his Environment, Safety and Community Services Committee meetings people were shocked that steps are being taken and there will be charges if their dog bites a stranger. It is just for those reasons. Mr. Tadych stated that he doesn’t think a resident should have to be chewed on before they call the police.

Mr. Henderson stated that there was a problem in Ward 4 last year and there is still a problem so this is why he directed the recommendation toward Bradley Road Park.

Nancy Stainbrook, Millard Drive, stated that she wants to thank the City, specifically Mr. Ebert, for increasing the use of Ready/Notify. It is a great way to communicate and it is so helpful to get text messages, as opposed to having to look on the Internet for information as to bulk pick up, etc. It is so helpful to get those messages to your phone in the form of a text. Mrs. Stainbrook has taken note of the recent increase in this form of communication from the City and expressed appreciation for the use of the Ready/Notify as a communication tool for the residents.

MISCELLANEOUS
Mr. Tadych asked if there has been any further thought given to the skating rinks that are being installed in residents' back yards. Mr. Ebert stated that Mrs. Lieske will include this topic in her Planning, Zoning, Public Buildings and Grounds Committee meeting of February 27, 2017. Mr. Tadych asked if Councilman Mace has looked at the rink on Elmwood Road. Mr. Mace stated that he has observed the situation. Mr. Ebert stated that Mayor Koomar and he met with the owner of the property in the fall to discuss the issue of refrigeration, lighting and the noise factor. He noted that the large playground structures people are installing need similar consideration, and this will be studied along with the ice rinks, swimming pools, and other backyard sports and amusements that were not anticipated when the ordinance was put together.

The neighbor to the property on Elmwood Drive was in the audience, and advised of the meeting of the Planning, Zoning, Public Buildings and Grounds Committee on February 27, 2017 at 6:30 p.m.

Mr. Vincent asked Mr. Ebert about possible flooding issues for the neighbors of the skating rinks, and if this should be a problem, where the neighbors would report the flooding. Mr. Ebert stated that this occurrence would be reported to the Building Department.

There being no further discussion, the meeting adjourned at 8:13 p.m.

__________________________________   ____________________________
Dwight Clark, President of Council                    Joan Kemper, Clerk of Council
CITY OF BAY VILLAGE
BOARD AND COMMISSION MEMBER CODE OF CONDUCT

As a Board and Commission Member appointed by the Mayor of the City of Bay Village, you are considered an advisory representative of the public. The City of Bay Village supports and expects that its public servants, paid or volunteer, are committed to the highest ideals, quality service, and proper conduct. By signing the Code of Conduct, you are stating that you agree to the following conduct codes.

• I will be present for required meetings.
• I will take necessary steps to be informed on the background of issues being considered by my commission or board.
• I will respect the rights, dignity and worth of all citizens, public officials, peers and employees.
• I will be a positive role model and actively promote public confidence in City Government through my actions.
• I will welcome and involve citizens in the decision making process and welcome divergent points of view.
• I will offer advisory opinions to Bay Village City Council that serve the public interest and promote the greatest public good.
• My language, manner, preparation, and follow-through will demonstrate responsible standards.
• I will not misrepresent myself as having any greater authority other than that of one member of a Board and Commission.
• I will carefully avoid conflict of interest situations and refrain from actions that may be perceived as such.
• I will accept feedback from Bay Village City Council in order to offer the most effective service in an advisory role.
• I will not accept any compensation for my service to the City, other than may be authorized by City Council or otherwise provided by the City, and I will not accept anything of value for performing my duties from any third party.
• I will not make any effort to influence or attempt to influence other officials to act in a manner benefiting my personal/financial interests.
• I will comply with all laws and regulations applicable to an appointed official and those governing the conduct of meetings.
• I will maintain my status as an elector (registered voter) throughout my term of service.
• I understand that failure to take responsibility to adhere to these codes may result in my dismissal or non-reappointment.

Signed: _______________________________ Date: ______________
Print Name: ___________________________
Leslie Brown
30327 Provincetown Lane Bay Village, OH 44140 | 216-978-9122 | lesliebrown3@hotmail.com

For the past 10 years, I have been a stay at home parent. During that time, I have held various leadership positions in our PTA groups (Early Childhood, Normandy, Westerly, and Bay Middle School), and have been a very active volunteer in the schools. I also previously participated in the Green Team at Rocky River United Methodist Church, encouraging environmentally-minded education and practices to the church community.

Work History

SALES ADMINISTRATIVE ASSISTANT | MCGRAW HILL EDUCATION | 2014 – PRESENT
- Support Regional Sales Manager, including data analysis on potential sales opportunities and coordinating delivery of materials to school districts throughout Northeast Ohio.
- Communicate with school districts to assess curriculum needs.
- Coordinate teacher training conferences and training events.

TRAINING MANAGER | SAFEGUARD PROPERTIES | 2004 – 2006

TRAINING & DEVELOPMENT COORDINATOR | OHIO STATE UNIVERSITY | 2002 - 2004

NATIONAL LAUNCH TRAINING MANAGER | INTERNET BROADCASTING | 1998 – 2002

NEWS PRODUCER | CLEVELAND LIVE | 1997 - 1998

Education

BACHELOR OF SCIENCE, COMMUNICATIONS | 1997 | MIAMI UNIVERSITY
- Cum Laude
- Concentration in Journalism and Minor in Photography
January 9, 2017

Paul Koomar, Mayor
350 Dover Center Rd
Bay Village, OH 44140

Dear Paul,

Let me start by saying congratulations on your new appointment! You will be an effective and impactful mayor, I'm sure!

Jack Norton contacted me this past Friday regarding an opening for the Board of Zoning Appeals. He asked that I write to you asking for consideration of this position. Unfortunately, he caught me on the downslide of a weekend of sickness, one that I continue to fight today. I sincerely apologize for not catching you prior to your staff meeting this morning, but I would like you to know that I am very interested in throwing my hat in.

Although I am not in the construction business, I do have a high level of interest in it. I attended Cleveland State Fenn College of Engineering for 3 years (before switching to Finance) where I took classes in mechanical design and architecture. I enjoy the details of housing plans, and how they can add or detract from the whole. I have often been asked by friends to help with remodeling designs - something I jump at the chance of!

I have taken on a few personal projects, as well. In 1999, we purchased a foreclosed property in Lakewood, where my husband and I stripped floors and woodwork and managed the rehab of much of the interior and exterior during our 10-year life there. In 2008, we purchased our Bay Village home, where I became the general contractor of a one-year demo and rebuild project - something I'm very proud of! We even needed to go in front of Zoning Appeals for a variance! Lastly, I honed my construction skills the past couple of springs by remodeling a summer cottage on Put-In-Bay. I learned how to use 3 saws to install hardwood floors throughout the 1,300-square-foot cottage, then gutted and installed a complete kitchen including cabinets, countertops and tile. You won't be surprised to hear I'm looking for a house to flip now!

Anyway, I hope this letter does not find its' way to you too late. I look forward to hearing from you.

Sincerely,

Carolyn
January 27, 2017

Paul Koomar, Mayor
City of Bay Village
350 Dover Center Road
Bay Village, OH 44140

Dear Mayor Koomar:

Please accept this letter affirming my interest in filling the current vacancy on the city’s Board of Zoning Appeals. My resume is attached as requested.

Having worked in commercial construction for seventeen (17) years, I know my experience and understanding of construction industry, along with the related planning, zoning, and permitting processes, will be a useful and pertinent background for service on this commission.

I welcome the opportunity to serve our city and community.

Should you have any questions, please do not hesitate to contact me. Thank you again for consideration.

Sincerely,

Dan Gess

Encl.
Daniel E. Gess

31500 Tuttle Drive
Bay Village, OH 44140
danielgess@gmail.com
(440) 871-9553

EDUCATION: Auburn University
Bachelor of Civil Engineering, Cum Laude
Auburn, AL December 1999

WORK EXPERIENCE:

2002 – present Donley’s, Inc. Cleveland, OH
Senior Project Manager
Management of all project activities with direct reporting to the Owner. Duties consist of cost management, schedule management, team performance, quality management, document management, subcontractor/supplier negotiation, and contract preparation. Responsible for project profitability including budgeting, tracking costs, and forecasting project revenue. Monthly reporting to Treasurer/CFO and Controller.

1999 - 2002 Erhardt Construction Company Grand Rapids, MI
Project Engineer, Assistant Project Manager, Estimator
Varying roles and responsibilities, including quantity take-off, cost analysis during bidding and project start-up, preparing and updating project schedules, managing project documents, interacting with owners and design professionals, and coordinating subcontractors and material deliveries.

PROJECT EXPERIENCE:

Cleveland Public Square – 2016 Redevelopment ($42 million) Cleveland, OH
Museum of Contemporary Art Cleveland ($18.3 million) Cleveland, OH
Hospice of the Western Reserve - Ames Family Hospice House ($14.1 million) Westlake, OH
St. Joseph Academy - Kitchen & Dining Addition ($2.8 million) Cleveland, OH
Cuyahoga Community College – Center for Creative Arts ($22 million) Cleveland, OH
Allstate Insurance Company – Various Projects (+$6 million) Hudson, OH
Catholic Charities – Emerald Village Senior Housing ($13 million) North Olmsted, OH
Hudson City Schools – Evamere Elementary School Addition ($1.7 million) Hudson, OH
Hudson City Schools – Ellsworth Hill Elementary School ($11.4 million) Hudson, OH
Summit County – Courthouse Addition ($20 million) Akron, OH
Cleveland Metroparks – Park Ops & Ranger HQ ($10 million) Cleveland, OH
Our Lady of Consolation Parish – Addition & Renovation ($3.4 million) Rockford, MI
Central Wesleyan Church – Worship Center Addition ($1.6 million) Holland, MI

RELATED AFFILIATIONS, ASSOCIATIONS AND QUALIFICATIONS:

Member, Cuyahoga Community College Construction Engineering & Technology Curriculum Advisory Committee
Volunteer, ACE (Architecture, Construction, Engineering) Mentoring for Cleveland Metropolitan School District
Instructor, Construction Employer’s Association – AGC Project Manager Development Program
Green Advantage Certified, Green Advantage
Member, Bay United Methodist Church Trustees Committee
February 8, 2017

Mr. Dan Galli
Building Director
City of Bay Village
350 Dover Center Rd.
Bay Village, OH 44140

(440)871-2200

Dear Mr. Galli,

This letter is a request for a resolution from the City of Bay Village. Please forward the enclosed application to the appropriate personnel. We are requesting a formal written resolution of no interest in the waterway from the City regarding an erosion control structure for the Michael Sathre residence located at 310 Glen Park Dr, Bay Village, Ohio 44140, as enclosed, adjacent to the creek that flows through the property.

PP# 203-15-014

One of the necessary components for obtaining a permit from the governing agencies is an ordinance or resolution from the local authority stating that the area in question is not needed by the local authority for future improvements (i.e. breakwaters, harbors, marinas, piers, etc.) and that the land use in our application complies with regulation of permissible land use of the local authority.

Please consider and act on my request for this resolution or ordinance at: 310 Glen Park Dr, Bay Village, Ohio 44140.

Please let us know if you need anything further.
Thank you,

[Signature]

James Schilens
RESOLUTION NO.
INTRODUCED BY:

A RESOLUTION
CERTIFYING UNPAID GRASS CUTTING AND CLEANING CHARGES
TO THE CUYAHOGA COUNTY FISCAL OFFICER FOR COLLECTION,
AND DECLARING AN EMERGENCY.

BE IT RESOLVED by the Council of the City of Bay Village, Ohio:

SECTION 1. That pursuant to Section 521.11 of the Codified Ordinances of the
City of Bay Village, it is hereby determined and declared that the list of grass cutting and
cleaning charges on file in the office of the Director of Finance of the City, which list is hereby
incorporated herein by reference, is delinquent and unpaid. The Director of Finance is hereby
directed to do all things necessary to cause said unpaid grass cutting and cleaning charges to be
certified to the Cuyahoga County Fiscal Officer for collection as other taxes, and the Fiscal
Officer is hereby requested pursuant to statute, to cause said charges to be extended on the 2017
tax duplicate for collection in semi-annual installments.

SECTION 2. That this Council finds and determines that all formal actions of
this Council concerning and relating to the passage of this resolution were taken in an open
meeting of this Council, and that all deliberations of this Council and of any committee that
resulted in those formal actions were in meetings open to the public in compliance with law.

SECTION 3. That this resolution is hereby declared to be an emergency
measure immediately necessary for the preservation of the public peace, health, safety and
welfare, and for the further reason that it is immediately necessary to cause said charges to be
certified for collection in order to make funds available to the City, wherefore this resolution
shall be in full force and take effect immediately upon its passage and approval by the Mayor.

PASSED:

______________________________
PRESIDENT OF COUNCIL

______________________________
CLERK OF COUNCIL

APPROVED:

______________________________
MAYOR

2/17/17 LL
RESOLUTION NO.  INTRODUCED BY:

A RESOLUTION
CERTIFYING UNPAID SEWER RENTAL AND REFUSE COLLECTION CHARGES TO THE CUYAHOGA COUNTY FISCAL OFFICER FOR COLLECTION, AND DECLARING AN EMERGENCY.

BE IT RESOLVED by the Council of the City of Bay Village, Ohio:

SECTION 1. That pursuant to Section 921.05 and Section 923.04 of the Codified Ordinances of the City of Bay Village it is hereby determined and declared the list of sewer rental and refuse collection charges on file in the office of the Director of Finance of the City, which list is hereby incorporated herein by reference, is delinquent and unpaid. The Director of Finance is hereby directed to do all things necessary to cause said unpaid sewer rental and refuse collection charges to be certified to the Cuyahoga County Fiscal Officer for collection as other taxes, and the Fiscal Officer is hereby requested, pursuant to statute, to cause said sewer rental charges to be extended in the 2017 tax duplicate for collection in semi-annual installments.

SECTION 2. That this Council finds and determines that all formal actions of this Council concerning and relating to the passage of this resolution were taken in an open meeting of this Council, and that all deliberations of this Council and of any committee that resulted in those formal actions were in meetings open to the public in compliance with law.

SECTION 3. That this resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare, and for the further reason that it is immediately necessary to cause said charges to be certified for collection in order that funds available to the City, wherefore this resolution shall be in full force and take effect immediately upon its passage and approval by the Mayor.

PASSED:

________________________________________
PRESIDENT OF COUNCIL

________________________________________
CLERK OF COUNCIL

APPROVED:

________________________________________
MAYOR

2-17-17 LL
RESOLUTION NO.
INTRODUCED BY

A RESOLUTION
CERTIFYING UNPAID SIDEWALK REPAIR AND/OR CONSTRUCTION
CHARGES TO THE CUYAHOGA COUNTY FISCAL OFFICER FOR COLLECTION,
AND DECLARING AN EMERGENCY.

BE IT RESOLVED by the Council of the City of Bay Village, Ohio:

SECTION 1. That pursuant to Section 543.01 of the Codified Ordinances of
the City of Bay Village, it is hereby determined and declared that the list of sidewalk repair
and/or construction charges on file in the office of the Director of Finance of the City, which list
is hereby incorporated herein by reference, is delinquent and unpaid. The Director of Finance is
hereby directed to do all things necessary to cause said unpaid sidewalk repair and/or
construction charges to be certified to the Cuyahoga County Fiscal Officer for collection as other
taxes, and the Fiscal Officer is hereby requested pursuant to statute, to cause said charges to be
extended on the 2017 tax duplicate for collection in semi-annual installments.

SECTION 2. That this Council finds and determines that all formal actions of
this Council concerning and relating to the passage of this ordinance were taken in an open
meeting of this Council, and that all deliberations of this Council and of any committee that
resulted in those formal actions were in meetings open to the public in compliance with law.

SECTION 3. That this ordinance is hereby declared to be an emergency
measure immediately necessary for the preservation of the public peace, health, safety and
welfare, and for the further reason that it is immediately necessary to cause said charges to be
certified for collection in order to make funds available to the City, wherefore this ordinance
shall be in full force and take effect immediately upon its passage and approval by the Mayor.

PASSED:

____________________________
PRESIDENT OF COUNCIL

____________________________
CLERK OF COUNCIL

APPROVED:

____________________________
MAYOR

2/17/17 LL
RESOLUTION NO
INTRODUCED BY:

A RESOLUTION
CERTIFYING UNPAID TREE REMOVAL CHARGES TO THE
CUYAHOGA COUNTY FISCAL OFFICER FOR COLLECTION,
AND DECLARING AN EMERGENCY.

BE IT RESOLVED by the Council of the City of Bay Village, Ohio:

SECTION 1. That pursuant to Section 547.15 of the Codified Ordinances of
the City of Bay Village, it is hereby determined and declared that the list of tree removal charges
on file in the office of the Director of Finance of the City, which list is hereby incorporated
herein by reference, is delinquent and unpaid. The Director of Finance is hereby directed to do
all things necessary to cause said unpaid tree removal charges to be certified to the Cuyahoga
County Fiscal Officer for collection as other taxes, and the Fiscal Officer is hereby requested
pursuant to statute, to cause said charges to be extended on the 2017 tax duplicate for collection
in semi-annual installments.

SECTION 2. That this Council finds and determines that all formal actions of
this Council concerning and relating to the passage of this resolution were taken in an open
meeting of this Council, and that all deliberations of this Council and of any committee that
resulted in those formal actions were in meetings open to the public in compliance with law.

SECTION 3. That this resolution is hereby declared to be an emergency
measure immediately necessary for the preservation of the public peace, health, safety and
welfare, and for the further reason that it is immediately necessary to cause said charges to be
certified for collection in order to make funds available to the City, wherefore this resolution
shall be in full force and take effect immediately upon its passage and approval by the Mayor.

PASSED:

__________________________
PRESIDENT OF COUNCIL

__________________________
CLERK OF COUNCIL

APPROVED:

__________________________
MAYOR

2/17/17 LL
February 14, 2017

City of Bay Village
Cahoon Park Trustees
350 Dover Road
Bay Village, Oh 44140

RE: Bay Challenge Cup 2017

To Whom It May Concern:

The Bay Soccer Club would like to request approval from the Cahoon Park Trustees for use of the Cahoon Park fields and facilities for the annual Bay Challenge Cup Soccer Tournament. The tournament will be held Labor Day weekend, September 1, 2, and 3rd. As in the past, the Bay Soccer Club will abide by all the rules and regulations of Cahoon Park.

The facilities requested include the following:

    Fields (located on Cahoon Road between Lake and Wolf)
    Field (located at the Rose Hill Museum area)

I will follow up with Dan Enovitch on the layouts of fields and any other city issues.

The Bay Soccer Club appreciates the support the city has shown the tournament and all of our soccer programs over the last 36 years and looks forward to another successful tournament.

Sincerely,

Allison Pohlkamp
Bay Soccer Club