

1. Agenda

There is no agenda available for this meeting, please review the minutes.

2. Minutes

Documents:

[2020_SPECIAL_COUNCIL_MEETING_-_JANUARY_13.PDF](#)
[2020_1-13_COMMITTEE_MEETING.PDF](#)

3. Meeting Materials

Documents:

[2020_1-13_PACKET_SPECIAL_MEETING.PDF](#)
[2020_1-13_PACKET_COMMITTEE.PDF](#)

4. Meeting Audio

[RECORDING OF SPECIAL MEETING OF COUNCIL](#)
[RECORDING OF COMMITTEE MEETING OF COUNCIL AND CAHOON MEMORIAL](#)
[PARK TRUSTEES](#)

City of Bay Village

Council Minutes, Special Meeting

January 13, 2020

Council Chambers 8:30 p.m.

President of Council Dwight A. Clark, presiding

Present: Clark, DeGeorge, Kelly, Maier, Stainbrook, Tadych, Winzig, Mayor Koomar.

Also Present: Law Director Barbour, Finance Director Mahoney, Director of Public Service and Properties Liskovec, Recreation Director Enovitch, Community Services Director Selig, Police Chief Spaetzel, Fire Chief Lyons, City Engineer Bierut, Building Director Tuck-Macalla.

AUDIENCE

Clare Banasiak.

President of Council Clark called the meeting to order at 8:30 p.m. with roll call and the Pledge of Allegiance led by Nancy Stainbrook, Councilwoman-at-large.

Motion by Tadych to dispense with the reading of the minutes of the Regular Meeting of Council held December 16, 2019, and approve the minutes as prepared and distributed.

Motion carried 6-0-1 Abstention (Mr. Kelly).

Motion by Tadych to dispense with the reading of the minutes of the meeting of the Cahoon Memorial Park Trustees held December 16, 2019, and approve the minutes as prepared and distributed.

Motion carried 7-0-1 Abstention (Mr. Kelly).

Motion by Tadych to dispense with the reading of the minutes of the Organizational Meeting of Council held January 2, 2020, and approve the minutes as prepared and distributed.

Motion carried 7-0.

Ms. DeGeorge introduced and read, by title only, **Ordinance No. 20-01** amending Section 111.01 of the Codified Ordinances of the City of Bay Village regarding time and place of Council meetings, and declaring an emergency. (First Reading)

Mr. Clark stated that this proposed change was discussed at length. He expressed appreciation to Clerk of Council Joan Kemper, Law Director Barbour, and the city administration for providing clarity on where this legislation falls within the City rules and regulations.

Mr. Barbour announced that Ordinance No. 20-01 is placed on first reading.

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Ms. DeGeorge introduced and read **Ordinance No. 20-02** authorizing the Mayor to enter into an agreement with Ohio Pyro & Flame LLC. for the 2020 July 4th Fireworks Display, and declaring an emergency, and moved for adoption.

Mr. Winzig commented that Mr. Clark has informed Council that a portion of the cost of the fireworks is reimbursed by the Fireworks Fund, created by public donations. Mr. Clark stated that the City enters into the contract with the provider and the City is reimbursed for half of the cost by the Fireworks Fund that is held by the Bay Village Foundation. This has been the case for the past three years since the partnership has begun with resident Steve Ernst and his fireworks' organization, which has worked very well.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Ordinance No. 20-02.

Roll Call on Suspension of the Charter Rules:

Yeas- Clark, DeGeorge, Kelly, Maier, Stainbrook, Tadych, Winzig.

Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –Clark, DeGeorge, Kelly, Maier, Stainbrook, Tadych, Winzig.

Nays –None.

Roll Call on Inclusion of the Emergency Clause:

Yeas – Clark, DeGeorge, Kelly, Maier, Stainbrook, Tadych, Winzig.

Nays – None

Roll Call on Adoption:

Yeas– Clark, DeGeorge, Kelly, Maier, Stainbrook, Tadych, Winzig.

Nays –None.

Mr. Barbour announced adoption of Ordinance No. 20-02, an emergency measure, by a vote of 7-0.

Mr. Tadych introduced and read, by title only, **Resolution No. 20-03** authorizing the Finance Director to participate in various Cooperative Purchasing Programs, and declaring an emergency, and moved for adoption.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 20-03.

Roll Call on Suspension of the Charter Rules:

Yeas- Kelly, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.

Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –Kelly, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.

Nays –None.

Roll Call on Inclusion of the Emergency Clause:

Yeas –Kelly, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.

Nays – None

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Roll Call on Adoption:

Yeas– Kelly, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.
Nays –None.

Mr. Barbour announced adoption of Resolution No. 20-03, an emergency measure, by a vote of 7-0.

Ms. Maier introduced and read **Ordinance No. 20-04** authorizing the Mayor to enter into an agreement with Chagrin Valley Engineering, Ltd. for surveying and engineering services for the Cahoon Basin Trail, and declaring an emergency. (First Reading)

Mr. Clark advised that he addressed with the administration the desire to place this ordinance on first reading, given the nature and size of the contract. It will be read on two readings in order to expedite the project.

Mr. Barbour announced that Ordinance No. 20-04 is placed on first reading.

Motion by **Maier** to approve a temporary sign, 36 inches by 72 inches, on the St. Raphael Church lawn, from February 7 through February 24, 2020, advertising the St. Raphael Mardi Gras on February 22, 2020.

Motion carried 7-0.

Mr. Kelly introduced and read **Resolution 20-05, amending by reading, to change the reference to the City of Hudson to the City of Bay Village**, expressing the Intent of the City of Bay Village in 2020 to sell by Internet auction personal property, including motor vehicles and other property referenced in Revised Code §721.15 with an estimated value in excess of \$5,000.00 which are no longer needed for public use or are obsolete or unfit for the use for which they were acquired, and declaring an emergency, and moved for adoption.

Mr. Kelly asked Law Director Barbour if it is appropriate and necessary to read the entire resolution, or reference the fact that this in an annual proceeding that expresses future intent.

Mr. Barbour stated that the only real requirement under the Ohio Revised Code is that the title of the legislation be announced to the voting body. Typically, there is just an explanation of the various sections, without reading the entire ordinance, which is not a requirement.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 20-05.

Roll Call on Suspension of the Charter Rules:

Yeas- Kelly, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.
Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –Kelly, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.
Nays –None.

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Roll Call on Inclusion of the Emergency Clause:

Yeas- Kelly, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.

Nays – None

Roll Call on Adoption:

Yeas– Kelly, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.

Nays –None.

Mr. Barbour announced adoption of Resolution No. 20-05, an emergency measure, as amended by reading, by a vote of 7-0.

Motion by Kelly, authorizing the Clerk of Council to act as designee for those elected officials who so choose to make that designation to attend required training in compliance with Sections 149.43 and 121.22 of the Ohio Revised Code.

Motion carried 7-0.

ANNOUNCEMENTS

Mayor Koomar stated that the agreement for the full time School Resource Officer states that the City will pay 30% and the School Board 70%, which aligns very closely with good benchmarks, such as the City of Rocky River, that fund an officer eight hours per day for the number of days children are in school.

Chief Spaetzel stated that the City has to hire a replacement for his position and in that process is looking at a whole group of new officers. When the School Resource Officer position is passed, there are costs that the City will bear such as training academy and field officer training time. Field training is sixteen weeks, and the academy is sixteen weeks. It generally takes about a year from hire to get the officer on the road.

AUDIENCE

Resident Clare Banasiak stated that she is looking forward to the starting time of City Council Regular Meetings at 7:30 p.m.

MISCELLANEOUS

Mr. Clark stated that Mayor Koomar and he are trying to schedule a date, time and place for the annual planning meeting, which is generally done off-site. Department heads, City Council and the administration attend these annual meetings.

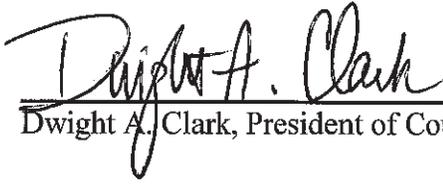
There will not be a Council meeting on Monday, January 20, 2020 in observance of the Dr. Martin Luther King, Jr. holiday.

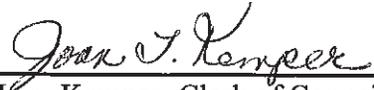
ADJOURNMENT

There being no further discussion or matters to come before the Council this evening, the

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meeting adjourned at 8:45 p.m.


Dwight A. Clark, President of Council


Joan Kemper, Clerk of Council

City of Bay Village

Council Minutes, Committee Session
Dwight A. Clark, President of Council, presiding

January 13, 2020
Conference Room

President of Council Clark called the meeting called to order in the Conference Room of Bay Village City Hall at 7:35 p.m.

Present: Clark, DeGeorge, Kelly, Maier, Stainbrook, Tadych, Winzig, Mayor Koomar.

Also Present: Law Director Barbour, Finance Director Mahoney, Director of Public Service and Properties Liskovec, Police Chief Spaetzle, Fire Chief Lyons, Recreation Director Enovitch, Community Services Director Selig, City Engineer Bierut, Building Director Tuck-Macalla.

AUDIENCE

Clare Banasiak, Jeff Hartz, Karen Kirsh, Denny Wendell, Alex Kamczyc.

ANNOUNCEMENTS

Mayor Koomar stated that a \$750 sponsorship grant from NOPEC has been received and will be sent to the Bay Village Kiwanis Club in support of Bay Days.

A meeting was held last week with Grace Gallucci, Executive Director of the Northeast Ohio Areawide Coordinating Agency (NOACA), regarding the Transportation for Livable Communities Initiative (TLCI) grant and other manners of regional networking. The City of Bay Village is still in place for the possibility of receiving funds for trails around the bridge. Word should be received by March.

There is a Planning Commission meeting this Wednesday, January 15, 2020. Approval of the Bay Village branch of the Cuyahoga County Library is hopefully forthcoming through the Planning Commission. Mr. Jason Russell, Consultant, will be at the Planning Commission meeting regarding the proposed zoning overlay.

Karen Kirsh, First Energy Corporation – Update on Projects.

Ms. Karen Kirsh, First Energy Corporation, addressed City Council regarding electrical service to the City of Bay Village.

Mayor Koomar stated that discussions were held regarding the Metroparks properties and Ms. Kirsh has not only been helpful but very good to work with regarding these properties. The Mayor thanked Ms. Kirsh for her efforts.

Karen Kirsh stated that there have been issues with reliability as it relates to the Police Station and Fire Station, both on Wolf Road, and the Longbeach Pump Station. The problem stems from trees,

mostly from trees on the Metroparks property. First Energy does not have the right to trim the trees because they are not on their property. The Metroparks does not really care about the trees because it doesn't affect their power. First Energy has been looking at different options, with their new Engineer Manager who did a deep dive study and was able to pin down two sets of areas in the Metroparks where the biggest activity has occurred. The First Energy Forestry Manager has identified sixteen trees that he deems to be an immediate danger. They are dead, or dying, and those trees will be coming down. This should greatly improve reliability in that area.

Mr. Clark asked if the City Arborist would benefit from tag teaming on this effort. Mayor Koomar will discuss this with Service Director Liskovec.

Ms. Kirsh stated that when those trees are cleared, a supervisor from the First Energy Westlake Line Shop, a long-term, former lineman, will patrol the circuit to see if there are any other issues that can be identified.

Mr. Clark asked that Council be furnished with a written summary of the work when it is completed.

Ms. Maier asked when the work will be completed, and Ms. Kirsh stated that it should be completed by the end of this month.

Ms. Maier asked if the engineering study indicates a percentage of outages that were due to the trees, noting that there are other trees in the neighborhood as well. Ms. Kirsh will provide that information to Ms. Maier.

Ms. Kirsh stated that First Energy has been partnering with the Lake Erie Nature and Science Center, giving them \$1,000 per year for operating expenses for the last three years. This year, the center has applied for a STEM Grant, and received an additional \$1,000 for a program for fourth graders from many different school districts. The students visit the center and enjoy three rotating sessions about electricity and heat transfer. They learn how to build small circuits and identify the working parts of a circuit. First Energy is pleased to support that effort.

Karen Kirsh was thanked for her presentation this evening.

COMMITTEE OF THE WHOLE

Matters Pending under Council Committees

Committee of the Whole

- Sunset Area Improvements. Mr. Clark noted that this work will be starting soon.

City Engineer Don Bierut advised that they will be meeting with the contractor this week. The schedule for the utility work begins January 27, 2020. Information will be sent to the residents in the Sunset area

and City Council. Work is expected to be completed before the 120 days of completion quoted in the contract. The paving element of the work will be brought before City Council on January 27, 2020.

Mayor Koomar stated that the administration is trying to roll in the Sunset paving project with the City's annual paving program. Mr. Clark stated that there is more scale to it this way, and Council had talked about wanting to put more money into roads.

Environment, Safety & Community Services- DeGeorge, Tadych, Maier

No pending items.

Finance & Claims-Tadych, Winzig, Kelly, Clark

No pending items.

Planning, Zoning, Public Grounds & Buildings-Maier, DeGeorge, Stainbrook

- Review of Codified Ordinance No. 1373.01 Boat Storage
- Review of Codified Ordinance No. 1141.04 Home Based Business
- Review of Existing Zoning Code per Master Plan Recommendations (3-18-19)
- Tree Ordinance

Ms. Maier stated that there are issues that precede her time on Council, e.g., Boat Storage. Those issues will be addressed again, but the main item being reviewed presently is the existing zoning code through the Commercial Mixed-Use Zoning Overlay that Mr. Jason Russell is working on now. One of the things that will be discussed Wednesday at the Planning Commission meeting is the role of the community and vetting that out. Mr. Russell has prepared draft language that will be discussed with the Planning Commission on Wednesday, January 15, at 7:30 p.m. The matter will then come back to the Planning, Zoning, Public Grounds and Buildings Committee to make sure that it has Council's touch and that Council is on board with anything that goes back to the Planning Commission for further work. It is hoped to get that done before Council recess in June.

The Planning, Zoning, Public Grounds and Buildings Committee will also work on the tree ordinance that has been pending for a couple of years. The Planning and Zoning Committee did discuss it at the last meeting in November, but it will be looked at again after getting feedback from the Tree Commission.

Ms. Maier will be coming forward with dates for a schedule of meetings for the Planning and Zoning Committee during winter and spring.

Mayor Koomar noted that in addition to the Planning Commission meeting this Wednesday there is a public meeting on January 23 at 7 p.m. at the Dwyer Memorial Center.

Mr. Clark noted that the Village Bicycle Cooperative will be addressing Council on Monday, January 27, 2020. Jason Russell will address Council on February 3, 2020 regarding the Zoning Overlay.

Public Improvements, Streets, Sewers & Drainage-Stainbrook, Maier, Kelly

- Bruce/Russell/Douglas Sewer Improvements

Mrs. Stainbrook advised that in regard to the Bruce/Russell/Douglas Sewer Improvements, City Engineer Don Bierut is present this evening to talk about the Environmental Protection Agency (EPA) Sanitary Sewer Overflows (SSO's) of the City. She noted that it is difficult to talk about the Bruce/Russell/Douglas Sewer Improvements without talking about the SSO's. The EPA mandates are all related to what is known as inflow and infiltration issues. These result from pipes, gaskets and joints of sewers allowing outside water to get into areas where they are not supposed to be.

This causes capacity issues, relates to the interceptors, and the capacity creates flooding problems, hence the Bruce/Russell/Douglas issue. It is Mrs. Stainbrook's understanding that the first order of business is addressing the SSO's and then moving on to Bruce/Russell/Douglas. This all relates to the Rocky River Wastewater Treatment Plant and related bidding processes.

Engineer Don Bierut stated that he spent a great deal of time in 2019 studying the system. The findings of the EPA are from 2009. The EPA has been asked to renegotiate the findings, recognizing that the City has cleared up four out of the six overflows. At the same time, there will be eleven flow monitors installed throughout the City in areas that have been identified as possible problems where exact flow measurement is needed so that it can be modeled more closely. This will be done from March through June. The project is ongoing, but the end is coming.

Mrs. Stainbrook stated that another matter is longer term planning in terms of sewer maintenance which she has discussed with Director of Public Service and Properties Liskovec. Mr. Liskovec will address Council regarding longer term planning sometime in the near future.

Mr. Clark stated that many times Council representatives are asked questions by residents and it is difficult for them to answer if they do not have the updates and accurate information.

Mrs. Stainbrook stated that time spent by Director Liskovec or his team members is time well spent. The sewer infrastructure are literal assets to the City, and those assets need to be managed appropriately.

Mr. Clark stated that the number one topic is resident flooding. A lot of the work the City has done over the past decade does not get a lot of public accolades. It is helpful for the Council, as ambassadors for the City, to be able to share information.

Mrs. Stainbrook stated that there has been a major change in the way the City cleans the storm drains by Director Liskovec's team. It has significantly reduced the flooding.

Mr. Clark noted that almost \$1 million was spent to clean the Lake Road Interceptor Sewer which resulted in the removal of over 300 tons of sediment.

Recreation and Parks Improvement- Winzig, DeGeorge, Tadych

- Renovations to Playground Equipment at Bradley Road Park (8-29-17)

Mr. Winzig stated that he met with Director Liskovec and Recreation Director Enovitch. Phase II equipment for the Bradley Road Park Playground has been purchased and will be staged by the end of the second quarter of this year. The purchase was made through state cooperative purchasing, resulting in considerable savings. The final stage will be done later in the spring and be in place sometime this summer.

Mr. Winzig noted that the resurfacing of the Reese Park Pickleball Courts will be done when weather permits, which will be followed by the renovation of the Reese Park Basketball Court as the last project for Reese Park.

Services, Utilities & Equipment- Kelly, Stainbrook, Winzig

No matters are pending at this time. The City trash contract expires in April of 2021, and it is hoped to have a representative of Republic Waste Management address Council sometime in the future. This is a large contract and affects how much the residents pay for this service.

Mayor Koomar stated that Council visited the recycling center about one year ago and found it very interesting. Another visit will be scheduled in the future.

ENVIRONMENT, SAFETY AND COMMUNITY SERVICES COMMITTEE-DeGeorge, Tadych, Maier.

Amendment to Section 111.01 of the Codified Ordinances of the City of Bay Village regarding time and place of Council meetings.

Ms. DeGeorge will introduce an ordinance amending Section 111.01 of the Codified Ordinances of the City of Bay Village to change the starting time of Regular Council meetings from 8:00 p.m. to 7:30 p.m.

Ms. DeGeorge asked if there is anything necessary to be done that relates to the timing of the Committee of the Whole meeting, since that meeting will begin a half hour earlier as well.

Law Director Barbour stated that the only meetings that are required to be set by ordinance are the Regular Council meetings, which take place on the first and third Monday, and the Organizational Meeting of Council which is held on January 2 at 8 p.m. in every even numbered

year. Every other meeting is a Special meeting at a date and time set by Council as they are scheduled.

The ordinance will be considered for adoption on Monday, January 27, 2020, following two readings, the first of which will occur this evening. Mr. Clark noted that the time of 7:30 p.m. matches up with all the Boards and Commission meetings which take place at 7:30 p.m.

Fourth of July Fireworks Contract.

Ms. DeGeorge will introduce an ordinance this evening authorizing the contract for the Fourth of July fireworks display. The annual contract has been in the amount of \$11,000 for the past four years and has increased this year to \$12,600. The City and the public fundraising all contribute to payment of the annual fireworks display.

Fire Chief Lyons stated that they have been able to hold the line on the price of fireworks for some time. There are factors, such as tariffs, that have gone into the increase. The fireworks company representative, Bay Village resident Steve Ernst, has done a wonderful job of presenting a beautiful display. Mr. Ernst represents several fireworks companies and uses manpower from all companies in a very efficient and cost saving manner.

FINANCE & CLAIMS COMMITTEE-Tadych, Winzig, Kelly, Clark.

Cooperative Purchasing Agreements.

Mr. Tadych stated that he will introduce a resolution this evening authorizing the Finance Director to participate in various government cooperative purchasing programs for equipment, vehicles, and supplies during the year 2020.

PLANNING, ZONING & PUBLIC GROUNDS & BUILDINGS COMMITTEE-Maier, DeGeorge, Stainbrook.

Approval to enter into contract with Chagrin Valley Engineering for design services for the Clean Ohio Trails Project through the Cahoon River Basin.

Ms. Maier will introduce an ordinance this evening authorizing the Mayor to enter into an agreement with Chagrin Valley Engineering for the Clean Ohio Trails Fund project for the Cahoon River Basin Trail. The engineering will be done by Chagrin Valley Engineering at a cost of \$36,103.

Ms. Maier asked why this is being done by Chagrin Valley Engineering, with the answer most probably being expedience in getting the project done with construction this summer. Mayor Koomar stated that there is timing consideration with the grant.

Ms. Maier stated that this engineering is being done to get bid documents out for construction this summer.

Mr. Winzig stated that the report will help the City locate the trail. Mr. Bierut stated that the trail will be from under the bridge to near the sledding hill. They located the wetlands last year and had to have that approved by the Army Corps of Engineers. An archeological study was done in the area with nothing of interest found. Crews will do a preliminary layout after surveying the existing conditions and will hug the west side of the property as much as possible, avoiding the wetlands in the process.

Mr. Winzig stated that there is a possibility of having the trail traverse along the creek to match up with the bridge that will go over the creek. Mr. Bierut stated that there are riparian and wetland issues that will require further study before presenting options.

Temporary sign on St. Raphael Church Property.

Ms. Maier will move to approve the placement of the annual Mardi Gras sign on St. Raphael Church property for the period of February 7 through February 24, 2020.

PUBLIC IMPROVEMENTS, STREETS/SEWERS/DRAINAGE COMMITTEE-
Stainbrook, Maier, Kelly.

Discussion with the U.S. Environmental Protection Agency regarding Sanitary Sewer Overflows (SSO)

Engineer Don Bierut advised that he has met with the County numerous times regarding Wolf Road asphalt and curb improvements, as well as the installation of handicap ramps. There is also the possibility of doing some pavement widening to allow bicycle facilities along the route and the County is willing to look at widening the section of Wolf between Dover Center to Forestview.

Mr. Bierut stated that the pavement rating for Lake Road is lower in-house than the Ohio Department of Transportation (ODOT) rating. The lower rating is better, and Mr. Bierut will meet with ODOT to review the differences. Mr. Bierut noted that there is not enough money for all the projects throughout the whole area.

Ashton Road Bridge Replacement has been through preliminary design with information sent to FEMA for their coordination. They have raised questions and may need further information. The project has been pushed back to Fiscal Year 2022, which is actually July of 2021.

The Rose Hill Museum project is complete. Construction is finalized and the area has been seeded and strawed. Mr. Liskovec and Mr. Bierut will set up a system to monitor what is there today and what may transpire in the next two to three years.

Mrs. Stainbrook complimented the work of the vendor on the Rose Hill project, from the planning standpoint to execution.

Mr. Clark suggested sending a letter to the Bay Village Historical Society regarding the completion of the project to share with their membership. The Mayor stated that he has attended the Historical Society meetings to provide updates.

Documents are being finalized with the architect for the Cahoon Memorial Park soccer field restrooms, working with his estimates to be sure that plans are in place for what will be built. The bidding environment is causing concern at this time, but the goal is to go forward at the next meeting of Council.

There has been discussion about the soccer fields after going through the field study with Partner Environmentals concerning landfill limits. Work is being done to fill and regrade the fields. Director Liskovec has been working with the City of Avon Lake to get the fill material, which requires environmental testing and soil borings.

RECREATION & PARKS IMPROVEMENT COMMITTEE-Winzig, DeGeorge, Tadych.

Mr. Winzig stated that he has no comments specific from a legislative standpoint. He called upon Recreation Director Enovitch to comment on the move in progress from the Bayway Cabin to the Community House.

Mr. Enovitch stated that the Service Department is finishing their work at the Community House. Partitions will be installed the last week of January. The Recreation Department is in the process of moving things to the lower floor for storage. Mr. Enovitch complimented the work of the Service Department in their assistance with the building preparations and the move, which will be complete by the end of January.

SERVICES, UTILITIES & EQUIPMENT COMMITTEE-Kelly, Stainbrook, Winzig.

Approval to dispose of surplus or unwanted inventory via Internet auctions or other means.

Mr. Kelly will introduce a resolution this evening announcing the intent of the City to dispose of surplus or unwanted inventory at Internet auctions or other means. Council has been provided with a copy of the resolution, and Mr. Kelly offered clarification if needed.

Law Director Barbour stated that if the value of the property is \$5,000 or more, the Ohio Revised Code requires the passage of a resolution indicating the intent at some point in 2020 to potentially advertise for unwanted or unneeded City property. The department director will still have to come back to Council for permission to advertise and sell, but the requirement for intent has to be passed and published in a newspaper of general circulation in the City. This procedure must be followed annually.

MISCELLANEOUS

Mr. Clark announced that the next meeting of Bay Village City Council will be Monday, January 27, followed with a Regular Meeting on Monday, February 3, 2020.

Requirement of elected officials, or appropriate designee, to attend training in accordance with Ohio Revised Code Section 149.43 and 121.22.

Ohio Revised Code Section 109.43(B) provides that: *The attorney general shall develop, provide, and certify training programs and seminars for all elected officials or their appropriate designees, and for all future officials who choose to satisfy the training requirement before taking office, in order to enhance the officials' knowledge of the duty to provide access to public records as required by section 149.43 of the Revised Code and to enhance their knowledge of the open meetings laws set forth in section 121.22 of the Revised Code. The training shall be three hours for every term of office for which the elected official or future official was appointed or elected to the public office involved.*

Mr. Kelly will make a motion at the Special Meeting of Council this evening to authorize the Clerk of Council to act as designee for those elected officials who chose to make that designation to attend required training in compliance with Sections 149.43 and 121.22 of the Ohio Revised Code.

Ms. DeGeorge reported that there was an Architectural Board of Review meeting held Wednesday, January 8, 2020 with the architect from the new library in attendance. He did mention the three memorial trees on the site, and stated that they felt that the trees are probably at the end of their lives and would be coming down anyway. Ms. DeGeorge asked if there is a timeline for the construction.

Mayor Koomar stated that as soon as approval is received from the Planning Commission for the library construction they will begin working on the land lease. Mr. Winzig and the Mayor have met with the husband of the woman for whom the memorial trees were planted. At one point he was thinking he would like to take the wood and have it milled and made into some type of outdoor piece.

Ms. DeGeorge stated that her question is who will let the husband know when the trees are coming down so he can look at it himself. She does not want the trees taken down and spirited away without his knowledge.

Mayor Koomar stated that when they are looking at the land lease they will connect with the husband. He thanked Ms. DeGeorge for her comments and reminder.

AUDIENCE

There were no comments from the audience this evening.

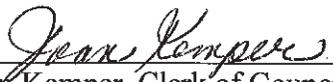
ADJOURNMENT

There being no further discussion, the meeting adjourned at 8:20 p.m.

Committee Meeting of Council
January 13, 2020



Dwight A. Clark, President of Council



Joan Kemper, Clerk of Council



City of Bay Village

350 Dover Center Road
Bay Village, Ohio 44140-2299

Phone: 440/871-2200

Fax: 440/871-5751

January 9, 2020

A Special Meeting of the Bay Village City Council will be held on **Monday, January 13, 2020 at 8:00 p.m., following the Committee Meeting at 7:30 p.m.**, in the Council Chambers of Bay Village City Hall, 350 Dover Center Road, to take action on items listed below:

1. Roll Call; Pledge of Allegiance led by Nancy Stainbrook, Councilwoman-at-large.
2. **Motion** to approve the Minutes of the Regular Meeting of Council held December 16, 2019. ***Tadych***
3. **Motion** to approve the Minutes of the Cahoon Memorial Park Trustees meeting held December 16, 2019. ***Tadych***
4. **Motion** to approve the Minutes of the Organizational Meeting of Council held January 2, 2020. ***Tadych***
5. **Ordinance** amending Section 111.01 of the Codified Ordinances of the City of Bay Village regarding time and place of Council meetings, and declaring an emergency. (First Reading) ***DeGeorge***
6. **Ordinance** authorizing the Mayor to enter into an agreement with Ohio Pyro & Flame LLC. for the 2020 July 4th Fireworks Display, and declaring an emergency. ***DeGeorge***
7. **Resolution** authorizing the Finance Director to participate in various Cooperative Purchasing Programs, and declaring an emergency. ***Tadych***
8. **Ordinance** authorizing the Mayor to enter into an agreement with Chagrin Valley Engineering, Ltd. for surveying and engineering services for the Cahoon Basin Trail, and declaring an emergency. (First Reading) ***Maier***
9. **Motion** to approve a temporary sign, 36 inches by 72 inches, on the St. Raphael Church lawn, from February 7 through February 24, 2020, advertising the St. Raphael Mardi Gras on February 22, 2020. ***Maier***
10. **Resolution** expressing the Intent of the City of Bay Village in 2020 to sell by Internet auction personal property, including motor vehicles and other property referenced in Revised Code §721.15 with an estimated value in excess of \$5,000.00 which are no longer needed for public use or are obsolete or unfit for the use for which they were acquired, and declaring an emergency. ***Kelly***

11. Motion authorizing the Clerk of Council to act as designee for those elected officials who so choose to make that designation to attend required training in compliance with Sections 149.43 and 121.22 of the Ohio Revised Code. ***Kelly***

12. Announcements/ Audience/Miscellaneous

13. Adjournment

Dwight A. Clark
President of Council

Charter Reference 2.11

C.O. 111.10 - Council Rules for Legislation

Roll call on suspension of Charter Rules:

Every ordinance or resolution shall be read on three different days unless two-thirds (2/3) of the total number of Council members provided for in this Charter dispense with the rules.

Roll call on suspension of Council Rules:

No ordinance or resolution shall be passed unless a written copy thereof is before the Council ...at least 24 hours before any meeting of Council at which action...is contemplated.

Roll call on inclusion of the emergency clause:

All ordinances and resolutions shall become effective forty (40) days after their passage by Council unless a later effective date is set forth or an earlier date is established. Resolutions to initiate any public improvement shall become effective immediately upon their passage and approval by the Mayor.

It is required that two-thirds (2/3) of the total number of Council members provided for by this Charter vote affirmatively to enact with the emergency provisions. This clause allows legislation to become effective immediately upon passage and approval by the Mayor.

NOTE: Regular and Special Meetings of Council are scheduled for 8:00 p.m. However, Council generally meets informally at 7:30 p.m. prior to a Regular or Special meeting, and said portion, usually held in the conference room, is open to the public.

City of Bay Village

Council Minutes, Committee Session
Dwight A. Clark, President of Council, presiding

December 16, 2019
Conference Room

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

Present: Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig, Mayor Koomar.

Also Present: Law Director Barbour, Finance Director Mahoney, Director of Public Service and Properties Liskovec, Police Chief Spaetzle, Fire Chief Lyons, Recreation Director Enovitch, Community Services Director Selig, Project Manager Kerber, Building Director Tuck-Macalla.

AUDIENCE

Council-elect Thomas J. Kelly, Clare Banasiak, Amanda Sebrosky, Denny Wendell, Matt Spellman, Alex Kamczyc.

Mr. Clark asked for the report of the Public Improvements Committee to be the first item on the agenda this evening due to the need for the Director of Public Service to be excused early.

PUBLIC IMPROVEMENTS, STREETS/SEWERS/DRAINAGE COMMITTEE- Stainbrook

Authorization to advertise for bids for road materials, specifically asphalt, concrete, and aggregates, for the 2020 Road Maintenance Program to be conducted by the Bay Village Service Department.

Mrs. Stainbrook will present a motion at the Regular Meeting of Council this evening to advertise for bids for materials to be used by the Service Department in their annual road maintenance program.

Sunset Project Contract for Utility Construction.

Mrs. Stainbrook reported that five bids have been received for the utility portion of the Sunset Project. The lowest and best bid is in the amount of \$363,375. Mrs. Stainbrook noted that Council approved funding in the amount of \$517,000 for paving and utilities for the Sunset Project. Receipt of bids for the utility portion was previously unsuccessful due to the bidding environment, and the administration has reallocated \$110,000 through a combination of balance of funds remaining from 2019 programs and an additional appropriation of \$28,000 by Council. It is expected that the funding for paving and utilities to be just under \$600,000, but when the paving portion of the project comes forward the funding will have to be addressed further. The paving portion will be bid in early June.

A memorandum from Mr. Donald Bierut, PE, City Engineer, dated December 11, 2019 has been received by Council, advising that after publicly advertising for nearly three weeks, five contractors submitted bids. The advertised construction estimate was \$350,000.00. The “Lowest Responsive and Responsible Bidder” was Tri-Mor Corp. Their bid was within 10% of the advertised estimate, considered complete and provided all the information that was requested. Based on Mr. Bierut’s review of their bid, and a review of their references, it is his recommendation to award the contract to Tri-Mor Corp. for \$363,375.00. Their earliest start date is January 27, 2020, with 120 days to complete.

Mr. Winzig asked if the project total includes the alternate bids. Mr. Liskovec stated that the alternates are not included in the project total. The alternates are included as potential sub-projects based on what may be found when the ground is opened. There was not conclusive data to determine if an extra sanitary sewer is needed. The alternates amount to an additional \$95,000.

Mr. Tadych stated that he was present for the bid opening, and did not learn whether there was a 10% contingency. Mr. Liskovec stated that Mr. Bierut did not include a dedicated contingency, but in discussing with him the numbers and the estimate there is a small amount of padding, and Mr. Bierut did not feel it necessary to include a line item contingency. Mr. Bierut feels that the numbers that were put together for the engineer’s estimate are solid and will cover the cost of construction. Mr. Tadych noted that the bid numbers are higher than the estimated amount. Mrs. Stainbrook stated that the estimate was \$350,000 and the bid is \$363,375, not including alternates.

Mr. Clark stated that the bid of Tri-Mor for Alternate No. 2, in the amount of \$62,370 is substantially higher than the other bidders, and the project duration is longer for a firm that we have never done business with before. Mayor Koomar stated that the company is well known in the Cleveland area.

Mr. Clark noted that the overall cost bid by Trax Construction Co. is lower and the project completion time is lower. Trax does have experience in the City of Bay Village, having done the Cahoon Project. Mayor Koomar stated that the selection of Tri-Mor was also based on their reputation and having good crews.

Mr. Tadych commented on the large size of the bid packet, and the fact that he thought the 10% contingency was a significant item that needed to be addressed. There will be difficulty if the project goes higher.

Mr. Liskovec commented on experience with other projects where cooperation with Cleveland Water was involved. The timing of Tri-Mor is appropriate.

Mr. Liskovec was thanked for the information provided.

ANNOUNCEMENTS

Mayor Koomar

Appointment of Kendra Davitt to the Planning Commission, effective January 1, 2020, to fill the unexpired term of Thomas J. Kelly ending August 18, 2023.

Reappointments –

Debbie Putnam to the Records Commission for a two-year term expiring December 31, 2021

Scott Bruno to the Board of Zoning Appeals for a five-year term expiring January 1, 2025.

Ann Kerka to the Parks and Recreation Commission for a four-year term expiring January 1, 2024.

ENVIRONMENT, SAFETY AND COMMUNITY SERVICES COMMITTEE-

Mace

Memorandum of Understanding with the Cuyahoga Soil and Water Conservation District for water quality improvements and conservation of environment.

Memorandum of Understanding with the Cuyahoga Soil and Water Conservation District for the educational component of the program for water quality improvements and conservation of environment.

Mr. Mace advised that this evening at the Regular Meeting of Council he will introduce legislation to accept two Memorandums of Understanding (MOU) with the Cuyahoga Soil and Water Conservation District. The first MOU is technical assistance for water quality improvements and conservation of the environment and is an extension of one year on an existing one-year contract. The second MOU is with the same entity for the educational component of the program for water quality improvement and conservation of the environment. This is a new contract, one year in duration.

Ms. Maier asked if it has been determined what the focus for the educational programs might be, considering that the watershed plan has just been updated. Mayor Koomar stated that he does not believe that has yet been determined.

Heritage Home Loan Program for 2020.

Mr. Mace stated that this is the extension of the program that the City of Bay Village has offered to residents for the past several years. Mr. Mace noted the contract price in the ordinance states that the cost to the City is not to exceed \$6,900. The letter to the City of Bay Village from the Cleveland Restoration Society states that the amount will be \$6,830 for 2019 and for 2020 the cost will be \$7,190. This includes the cost for one of the two informational mailings from the Mayor.

Mayor Koomar stated that the price was adjusted downward. The information for the Heritage Home Loan will be included in the Mayor's quarterly newsletter to residents. A meeting is

scheduled with the Cleveland Restoration Society in April. Property owners with homes that have turned 50 over the last several years will be included for mailing.

Mr. Clark noted that the Cleveland Restoration Society will attend a Council meeting on April 6, 2020, following a 6:30 p.m. public information meeting regarding the Heritage Home Loan program. The Mayor noted that Council will receive a year-end summary for 2019 in the very near future.

Ms. DeGeorge asked if there are other similar programs available to residents. Mayor Koomar stated that the only other program is a Help Program offered by Cuyahoga County through Key Bank. The Mayor related his experience with the Help Program in 2003 to upgrade his kitchen. There was always a cap on the market value of the property of \$250,000, which limits the use of the program. The Mayor has asked the county to adjust that cap for inflation over the years, but at this point that has not been done.

Finance Director Mahoney stated that the Heritage Home Loan Program considers the increase in value after the improvements are done, whereas the Help Loan only gives the equity in the home.

Community Development Supplemental Grant Application.

Mr. Mace stated that the application for the Community Development Supplemental Grant is an application for a grant up to \$50,000 to provide power assisted door openers at the Police Department main entrance, the restrooms at the Police Department and the Family Aquatic Center to make them more easily accessible.

FINANCE & CLAIMS COMMITTEE-Tadych

Annual Appropriation Ordinance for 2020. Final Reading of Ordinance at Regular Meeting of Council this evening.

Mr. Tadych advised that the 2020 Budget will be approved this evening and marks the first time the budget for the following year will be approved halfway into December prior to the new budget year. The final reading of the Annual Appropriation Ordinance is on the agenda for the Regular Meeting of Council this evening.

Amended Annual Appropriation Ordinance – Final Appropriations for 2019.

The Amended Annual Appropriation Ordinance which designates the final appropriations for year 2019 will be presented for adoption this evening. Mr. Tadych asked Finance Director Mahoney for her comments.

Director Mahoney stated that in October and November of 2019 Municipal Income Tax collections were \$269,000 more than October and November of 2018. In addition, Mrs. Mahoney budgeted a 3% increase in Municipal Income Tax collections, and there is a 6%

increase in income tax collections. A 13% increase in Property Tax collections was budgeted and there is actually a 14% increase in Property Tax collections. With that additional revenue, and the fact that departments stayed within their actual budgets, there was the need to make movement between departments, especially Fire and Police. In the Fire Department, vacation buy-backs were not considered when the 2019 Budget was approved. The amount of \$36,000 was taken from other departments where there was excess, e.g., an unused Building Inspector allocation. In the Police Department, there is an amount budgeted for a Police Sergeant for 2020, taken from the Police Department's Other line item and moved to the Police Department's Wages line item.

With the additional funds available, Mrs. Mahoney is suggesting the move of \$500,000 to the Infrastructure Improvement Fund. Mayor Koomar noted that the Federal EPA is going to update the Bay Village order from 2009. A new timeframe has been set for the Cahoon Project, and final flow metering will be placed in early winter for a period of four or five months to provide additional data. There are projects coming, and the allocation to the Infrastructure Fund will assist with these projects and contributions to the work at the Rocky River Wastewater Treatment Plant.

Mrs. Stainbrook stated that based on the EPA recommendations it will be necessary to have funds set aside to start developing sewer plans and programs to manage the infrastructure assets.

Mr. Clark noted that about \$600,000 to \$700,000 has been taken out of Infrastructure Improvements for the past six or seven years that has not been replenished.

Mr. Tadych stated that he personally would like to reduce the borrowing by one half million dollars in 2020. The budget put together is a tight budget, it is a good budget, and this extra money received through proper management should be reducing borrowing down to \$1 million rather than \$1.5 million.

Mayor Koomar stated that the liquidity from his viewpoint is important because sometimes advances need to be made to cover things.

Mr. Tadych stated that routinely we find the money when changes are made. The money has been found because our taxes and income are in better shape than we thought. Mr. Tadych stated further that he would really like to reduce the budget borrowing.

Mr. Mace stated that he does not know what the number came to this year for the gasoline tax because it was only one-half of the year for the increase, but that amount should always be earmarked for infrastructure. He noted that \$1.5 million in borrowing is the usual amount of borrowing, except for last year which was in excess.

Mr. Tadych stated that the idea of reducing the borrowing won't affect tonight's passage of the ordinance, but discussion could be brought forward in January to reduce the borrowing.

Mr. Clark stated that it becomes more philosophy than financial because we are in a relatively low borrowing environment. The fixed cost of bringing the issue to market would be the same whether it is \$1 million or \$1.5 million, so the economies of scale aren't as good. The question is how much can we invest of the additional amount.

Mr. Tadych stated that if there is thought about reducing it we can reduce it be \$250,000 rather than \$500,000.

Mr. Clark stated that we knew this surplus was going to be around for the last sixty days based on the numbers that came in. Mr. Tadych stated that we did not know the numbers they were going to be; we didn't know it was going to be as high as this surplus.

Mr. Clark stated that we have discussed the borrowing of \$1.5 million for the last three or four months.

Mr. Tadych stated that we did not know we would be blessed with the amount of extra money; we ought to do something to reduce our borrowing.

A Finance Committee meeting will be scheduled for a date in January to continue the discussion.

Mr. Clark noted that typical borrowing has been about \$1.2 million to \$1.7 million. We have a lot of wherewithal; we can certainly borrow a lot more and we continue in the borrowing program to buy down notes aggressively. We pay down about \$1.250 million every year, since we amortize our equipment and our streets debt quickly over five to seven years.

Mr. Clark stated that a decision does not have to be made this evening; it can be talked about to a greater extent at another time.

Regarding the Health Insurance Fund, Mrs. Mahoney stated that the first major matter is the transfer of funds and the second major item is the increase in budget for health care. The original budget was budgeted at a 6% increase and we are looking at about an 11% increase in costs. An appropriation increase of about \$270,000 is being requested to cover those costs. The way the health care report is presented the 11% increase is seen, but what is not reflected in the analysis is the true reflection of the reimbursement for large claims. Any claim over \$75,000 is reimbursed to the City. Council has to appropriate the expense side, and not the revenue side, so the revenue and the expense must be shown to get a true year-to-year report. Some of the funds are sitting in the reserve balance at Jefferson Health Care. What also is not reflected are the employee contributions. Historically, there has been quite a large balance in the reserve and we will end the year with \$800,000 in that fund. There is not a request for any more money to be allocated to the fund. Health care is paid out of the Health Insurance Fund. The departments are charged back for the cost of the health care for the employees in the department. The actual charge has been lowered back to the Police Department to try to use some of the health insurance money, which helps the General Fund Budget and reduces the number in the Health Insurance Fund because it is too high.

Mr. Clark stated that this is the one expense that is beyond our control. Anything that Mrs. Mahoney, the administration, and Mr. Tadych can do to clarify would be helpful.

PLANNING, ZONING & PUBLIC GROUNDS & BUILDINGS COMMITTEE-
Maier

Request by Matt Spellman, Athletic/Activities Director, Bay High School, for placement of 4 ft. by 8 ft. sign on Bay Middle School property from December 2019 to mid-March 2020 for the Bay Rockets Fundraising Campaign.

Mr. Matt Spellman, Athletic/Activities Director for Bay High School, spoke on behalf of the Bay Rockets Fundraising Campaign. The campaign is geared to raise \$1.6 million for a new concession/restroom building on the south end of the Bay High School Stadium. In addition to the concession and restrooms, there will be a team room, a training room, and a Spirit Shop. There is currently a sign in the stadium 4' x 8' at the south end where the new building will be located, and the campaign committee would like to move the sign in front of the Bay Middle School to get more visibility of the actual mock drawing of the new building. The last four weeks of fund raising has generated approximately \$800,000, half-way to the goal. The move of the sign will increase awareness and visibility of the fundraising goal. The sign will be moved back to the Bay High School in the spring. Council received a picture of the sign in advance of tonight's meeting.

Mr. Clark thanked Mr. Spellman for the information he provided this evening. He noted the support given to other Bay Village institutions in similar endeavors and recommended support of this request.

RECREATION & PARKS IMPROVEMENT COMMITTEE- Winzig

Mr. Winzig had no report this evening.

SERVICES, UTILITIES & EQUIPMENT COMMITTEE-DeGeorge

Website Development and Hosting proposal of CivicPlus.

Ms. DeGeorge called upon Project Manager Kathryn Kerber to report on her recommendations of CivicPlus as the new website developer and host for the City of Bay Village.

Ms. Kerber stated that Tonja Coffin, Assistant Recreation Director, and Councilman Peter Winzig, and she did a very thorough review of several providers. It was found that CivicPlus has many good features and is used by many neighboring communities who gave excellent recommendations about their service.

Mr. Winzig and Mr. Kerber demonstrated the web sites of the cities of Avon, Berea, and Hudson, developed and hosted by CivicPlus for the benefit of Council. Mr. Winzig pointed out the various features that are flexible and easy to use, noting that the programming is powerful and the software provides user capability to quickly find the information being sought.

Resident Denny Wendell discussed access to the websites by cellphone. Ms. Kerber stated that one of the features is that the website scales to any size screen size, and noted that an app is available. The features liked about CivicPlus were outlined in Ms. Kerber's report and recommendations as follows:

Features we liked about CivicPlus:

- The included training is the most extensive and the most flexible.
- CP analyzes use statistics of our current site to organize the new site. Statistics of the new site will be available for us to see and make adjustments as needed.
- Extensive options for online forms.
- Drag-and-drop functionality.
- Calendars are by department and automatically consolidated into a city-wide calendar.
- Notify Me – residents can customize updates they want to receive by city department and subject.
- Citizen Request Tracker
- ADA compliance guidelines surpass requirements, ongoing compliance scans are included.
- Integrates with other applications/software.
- Scales to any screen size, app available if we want it now or later.
- 24/7 emergency support
- Emergency notices can be created in advance and activated when needed.
- Additional modules that can be added later, like CivicRec for parks & rec, CivicClerk for agendas and meetings, and CivicHR for employee management
- Can opt-in to accept credit card payments with a small fee to the end customer, no fee to the city.

Optional Enhancements:

- Mobile app with push notifications, can be added later. The website is scalable for viewing on all devices without the app, so the main benefit is push notifications that the user can enable based on their preferences. One-time cost: \$5,500, annual \$1,950.
- Department Headers: In general, the layout, colors, and buttons for department pages will be the same as the main site. For an additional fee, a department can have customized colors and buttons for frequently-used features on their page. One-time cost: \$5,500, annual \$1,950 per department that wants this feature. We may want to leave this up to each department to decide if they want to pay for a personalized header from their budget.

Ms. Maier asked about the redesign being included after four years or more at no cost. Mayor Koomar stated that they will redesign at no cost after four years, refreshing and redesigning the wire frames.

Ms. DeGeorge said that Mr. Winzig had noted that the website will only be as good as the maintenance of the website. Ms. Kerber stated that the maintenance of the website will be easier. Ms. Kerber has asked department heads if they want to have a centralized person update, or someone in their department update. Everyone said they would like to have someone in their department handle their updates. CivicPlus is a provider that makes postings very easy with expiration dates set to drop old information off automatically.

Ms. Kerber was thanked for her presentation this evening. Ms. DeGeorge will present a resolution to enter into an agreement with CivicPlus. Mr. Winzig suggested passing the ordinance on one reading in order to save funds due to a price increase in January. Mayor Koomar noted that additional features will be added if the contract is signed prior to year-end, including 50 more pages of content migration with a street value of \$2,000, two extra seats for the Citizen Request Tracker to field incoming requests from residents through the website, and an additional day of implementation consultation. Ms. Kerber stated that this is over \$7,000 worth of extras that can be obtained by proceeding with one reading and approval this evening.

Mr. Winzig noted the features of the Citizen Request Tracker, allowing all departments to track the citizen request, when it came in, how it was addressed, and when the “ticket” was closed.

Mr. Clark stated that he does not favor approving legislation on one reading, but this project has been searched out for a long period of time. He looks at this as an outlier and an exception to the norm.

There being no further discussion, the meeting adjourned at 8:15 p.m.

Dwight A. Clark, President of Council

Joan Kemper, Clerk of Council

CITY OF BAY VILLAGE

Council Minutes, Regular Meeting
Council Chambers 8:00 p.m.

December 16, 2019

Dwight A. Clark, President of Council, presiding

Present: Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig, Mayor Koomar

Also Present: Law Director Barbour, Finance Director Mahoney, Director of Public Service and Properties Liskovec, Police Chief Spaetzel, Fire Chief Lyons, Recreation Director Enovitch, Community Services Director Selig, Building Director Tuck-Macalla.

AUDIENCE

Council-elect Thomas J. Kelly, Clare Banasiak, Amanda Sebrosky, Jennie and Sam Mace, Steve Mace, Jo-Ann Castelli, Kevin Murray, Alex Kamczyc.

Mr. Clark called the Regular Meeting of Council to order at 8:20 p.m. in the Council Chambers of Bay Village City Hall, with the Pledge of Allegiance led by Ward 4 Councilman Peter J. Winzig.

Mr. Clark called for a reading of the minutes of the Regular Meeting of Council held December 2, 2019. Mr. Tadych **MOVED** to dispense with the reading and accept the minutes of the Regular Meeting of Council held December 2, 2019 as prepared and distributed.

Motion carried 7-0.

ANNOUNCEMENTS

Mayor Koomar announced the appointment of Kendra Davitt to the Planning Commission, effective January 1, 2020, to fill the unexpired term of Thomas J. Kelly ending August 18, 2023.

Mayor Koomar commented that Law Director Barbour has recommended Mrs. Davitt to the Commission. Mrs. Davitt is a Ward One resident, has a Master's Degree in Public Administration, and is very interested in the Master Plan. Mrs. Davitt is the mother of young children which provides valuable insight into the use of the City parks.

The Mayor announced the following reappointments:

Debbie Putnam to the Records Commission for a two-year term expiring December 31, 2021.

Scott Bruno to the Board of Zoning Appeals for a five-year term expiring January 1, 2025.

Ann Kerka to the Parks and Recreation Commission for a four-year term expiring January 1, 2024.

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Mrs. Putnam was formerly with the Bay Schools and understands the importance of public records. The administration is pleased that Mrs. Putnam has agreed to be reappointed as the citizen member of the Records Commission for an additional term.

Mayor Koomar advised that Jason Russell of Concord Consulting presented at a public meeting held last week regarding a proposed zoning overlay. The feedback from the public has been very positive and the administration is reaching out for schedules and time with property owners and other stake holders. The next work session for the Planning Commission is on January 8 at 7:30 p.m. in the Council Chambers of Bay Village City Hall. The next public meeting will be held on January 23, 2019 at 7 p.m. at the Dwyer Memorial Center.

Mayor Koomar stated that he had an opportunity to attend the Santa event hosted last week by the Recreation Department. Photographs will be displayed at a future meeting. There was a huge turnout at the event, and Bay Village Police Officer Engle, and Officer Kitchen, stopped by and enjoyed making Christmas tree wreaths with the small children. The Mayor complimented both the Recreation Department and Police Department for their good work.

The Mayor stated that at the first meeting he attended as a DOPWIC appointee he was also nominated and subsequently elected to the Small Government Committee and the National Resources Assistance Council. There is funding there for nature conservancies and park systems to apply to take control and maintain green space. The first all-day meeting was held last Monday and was very positive.

Mayor Koomar
Proclamation for Councilman-at-large Marty Mace.

The Mayor read the following Proclamation in honor of the end of the term of Councilman-at-large Marty Mace.

In the City of Bay Village there dwells a man of good character, Marty Mace; and

WHEREAS, Marty is the loving husband of Jennie, who he met on a scuba diving trip to Cozumel and married in 2005, and is the proud father of Sara, Michelle and Sam, and grandfather to 4, who call him Grandpa Firetruck. Marty grew up in Brook Park and attended Midpark schools.

WHEREAS, Councilman-At-Large Mace leaves council following 4 years of dedicated service to the residents and City of Bay Village. His colleagues, staff and constituents who valued his professional expertise and exemplary leadership, not to mention friendship, will greatly miss his presence in City Hall. They sincerely thank him for his commitment to improving the lives of the citizens of our community; and

WHEREAS, Prior to becoming a councilman, Marty served for 13 years as a Lakewood Paramedic and retired from The City of Bay Village after 25 years as a Bay Village Fireman/Paramedic, where he was known to enjoy watching reruns of Law and Order in the

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evening with a cup of coffee in hand when it was quiet at the station. Marty was also appointed by Governor Voinovich to serve as a member of the Ohio EMS Board from 1998 – 2003; and

WHEREAS, Marty served as the Chairman of both the Recreation and Parks Improvement Committee and Environment, Safety and Community Services as well as serving on the Walker Road Park Committee, and as the Representative to the Citizens Parks and Recreation Commission; and

WHEREAS, Marty's expertise as a firefighter served him well as he championed the cause for the City's purchase of our new aerial fire truck through his work on the Environment, Safety and Community Services Committee; and

WHEREAS, Marty is to be commended for working diligently on updating several city ordinances which were both challenging and of importance to the general public protection of our City during his time as Chairman of the Environment, Safety and Community Services Committee; and

WHEREAS, Marty is always willing to help family and friends with whatever they may need, no questions asked. An avid sports fan, he enjoys coaching Sam's baseball team. Marty is also an excellent cook and enjoys working behind the scenes at St. Raphael's Lenten Fish Fry expertly frying up the fish. As an active member of the parish he also volunteers for art, library and lunch at St. Raphael School. At church services, Marty's young son, Sam, quite the singer, proudly sings out loud for all to enjoy; and

WHEREAS, with the relinquishing of his council duties Marty will have more time to indulge his love of golf and travel. As a certified scuba diver who has traveled to many places including the Caribbean, Mexico, Aruba, Belize, Curacao, Bonaire and Fiji, he can start planning more trips to exotic locations.

NOW THEREFORE, I, Paul A. Koomar, Mayor of the City of Bay Village, on behalf of the City Council and the residents of this community, do hereby extend the sincerest of thanks to Marty Mace for his 4 years of service to the City of Bay Village and wish him well in his future endeavors.

*In witness whereof, I have set my hand
and seal this 16th day of December 2019.*

/s/ Paul A. Koomar

Paul A. Koomar, Mayor

Mr. Clark stated, on behalf of City Council, that it has been the highest tribute to serve with Mr. Mace. One of the greatest distinctions in government is to serve as an ambassador for your local

government. Mr. Mace has done that professionally over the years, and Mr. Clark thanked Mr. Mace for his partnership.

REPORTS

Law Director Barbour had no report this evening.

Finance Director Mahoney thanked the department heads for all their help, and the Finance Committee for a smooth budget process for year 2020.

Recreation Director Enovitch announced that 2020 Pool Passes are now available. They make an outstanding Christmas present. Gift cards are also available for sale and make a great stocking stuffer.

In the absence of **Director of Public Service and Properties Liskovec**, who was excused following the committee session this evening, Mayor Koomar stated that this is the last week of leaf pick up. Equipment is being transitioned over for the winter season. In regard to the Sunset utility project, information for the residents will be available after the pre-construction meeting which will provide timing and specifics.

Human Resource Director Demaline was absent this evening due to the recent loss of her father-in-law and surgery scheduled for her mother on Tuesday, December 17, 2019.

Community Services Director Selig had no report this evening.

Police Chief Spaetzel thanked Councilman Marty Mace for his service to the community the last four years, and particularly to the Police and Fire Departments.

Fire Chief Lyons thanked Councilman Marty Mace, noting that Mr. Mace retired from the Bay Village Fire Department prior to his time on Council. Chief Lyons thanked Mr. Mace for all his service and congratulated him on his successful service to the City of Bay Village.

Building Director Tuck-Macalla had no report this evening.

AUDIENCE

There were no comments from the audience this evening.

COMMITTEE OF THE WHOLE

ENVIRONMENT, SAFETY & COMMUNITY SERVICES COMMITTEE –Mr. Mace

Motion by Mr. Mace to confirm the reappointment by Mayor Koomar of Debbie Putnam to the Records Commission for a two-year term expiring December 31, 2021.

Motion carried 7-0.

Mr. Mace introduced and read **Resolution No. 19-110** authorizing the Mayor to renew the Memorandum of Understanding with the Cuyahoga Soil and Water Conservation District, and declaring an emergency, and moved for adoption.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 19-110.

Roll Call on Suspension of the Charter Rules:

Yeas- Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig.

Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig.

Nays –None.

Roll Call on Inclusion of the Emergency Clause:

Yeas – Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig.

Nays – None

Roll Call on Adoption:

Yeas– Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig.

Nays –None.

Mr. Barbour announced adoption of Resolution No. 19-110, an emergency measure, by a vote of 7-0.

Mr. Mace introduced and read **Resolution No. 19-111** authorizing the Mayor to enter into a Memorandum of Understanding with the Cuyahoga Soil and Water Conservation District, and declaring an emergency, and moved for adoption.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 19-111.

Roll Call on Suspension of the Charter Rules:

Yeas- DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig, Clark.

Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig, Clark.

Nays –None.

Roll Call on Inclusion of the Emergency Clause:

Yeas –DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig, Clark.

Nays – None

Roll Call on Adoption:

Yeas– DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig, Clark.

Nays –None.

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Mr. Barbour announced adoption of Resolution No. 19-111, an emergency measure, by a vote of 7-0.

Mr. Mace introduced and read **Ordinance No. 19-112** authorizing continued participation in the Heritage Home Loan Program with the Cleveland Restoration Society, and declaring an emergency, and moved for adoption.

Mr. Clark commented that this program continues to be successful and seems to grow each year. It is nice to see that we are continuing a positive trend in the terms of what they do for the City, and for the expense associated with the program.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Ordinance No. 19-112.

Roll Call on Suspension of the Charter Rules:

Yeas- Mace, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.

Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –Mace, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.

Nays –None.

Roll Call on Inclusion of the Emergency Clause:

Yeas –Mace, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.

Nays – None

Roll Call on Adoption:

Yeas– Mace, Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.

Nays –None.

Mr. Barbour announced adoption of Ordinance 19-112, an emergency measure, by a vote of 7-0.

Mr. Mace introduced and read **Resolution No. 19-113**, authorizing the filing of a Community Development Supplemental Grant Application, and declaring an emergency, and moved for adoption.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 19-113.

Roll Call on Suspension of the Charter Rules:

Yeas- Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge, Mace.

Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge, Mace.

Nays –None.

Roll Call on Inclusion of the Emergency Clause:

Yeas –Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge, Mace.

Nays – None

Roll Call on Adoption:

Yeas– Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge, Mace.
Nays –None.

Mr. Barbour announced adoption of Resolution 19-113, an emergency measure, by a vote of 7-0.

FINANCE AND CLAIMS-Mr. Tadych

Mr. Tadych read, by title only, **Ordinance 19-109** to make appropriations for the current and other expenditures of the City of Bay Village for the Fiscal Year 2020, and declaring an emergency, and moved for adoption. (Second Reading December 2, 2019) (First Reading November 25, 2019).

Mr. Tadych expressed appreciation to Finance Director Mahoney and her staff, and the members of the Finance Committee as well as the entire membership of Council for allowing the consideration for approval of this 2020 Budget by mid-December of 2019.

Mr. Clark stated that each year the clarity and the looking-forward projections of the City have been much more efficient. Mr. Clark thanked Chairman Tadych and the members of the Finance Committee, as well as the members of the administration for a very streamlined process.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Ordinance No. 19-109.

Roll Call on Suspension of the Charter Rules:

Yeas- Stainbrook, Tadych, Winzig, Clark, DeGeorge, Mace, Maier.
Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –Stainbrook, Tadych, Winzig, Clark, DeGeorge, Mace, Maier.
Nays –None.

Roll Call on Inclusion of the Emergency Clause:

Yeas –Stainbrook, Tadych, Winzig, Clark, DeGeorge, Mace, Maier.
Nays – None

Roll Call on Adoption:

Yeas– Stainbrook, Tadych, Winzig, Clark, DeGeorge, Mace, Maier.
Nays –None.

Mr. Barbour announced adoption of Ordinance 19-109, an emergency measure, by a vote of 7-0.

Mr. Tadych introduced and read **Ordinance No. 19-114** to make appropriations for the current and other expenditures of the City of Bay Village for the Fiscal Year 2019, as previously appropriated in the Annual Appropriations 18-95, 19-07, 19-13, 19-27, 19-41, 19-59, 19-76, 19-91, 19-97, and 19-108, and declaring an emergency, and moved for adoption.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Ordinance No. 19-114.

Roll Call on Suspension of the Charter Rules:

Yeas- Tadych, Winzig, Clark, DeGeorge, Mace, Maier, Stainbrook.

Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –Tadych, Winzig, Clark, DeGeorge, Mace, Maier, Stainbrook.

Nays –None.

Roll Call on Inclusion of the Emergency Clause:

Yeas –Tadych, Winzig, Clark, DeGeorge, Mace, Maier, Stainbrook.

Nays – None

Roll Call on Adoption:

Yeas– Tadych, Winzig, Clark, DeGeorge, Mace, Maier, Stainbrook.

Nays –None.

Mr. Barbour announced adoption of Ordinance 19-114, an emergency measure, by a vote of 7-0.

Mr. Tadych announced that a Finance Committee meeting will be held on January 6, 2019 at 6:30 p.m. to review the finances of the year 2019, and to discuss whether or not borrowing for 2020 can be reduced.

PLANNING, ZONING, PUBLIC BUILDINGS AND GROUNDS COMMITTEE-Ms. Maier

Motion by **Maier** to confirm the reappointment by Mayor Koomar of Scott Bruno to the Board of Zoning Appeals for a five-year term expiring January 1, 2025.

Motion carried 7-0.

Motion by **Maier** to confirm the appointment of Kendra Davitt to the Planning Commission, effective January 1, 2020, to fill the unexpired term of Thomas J. Kelly ending August 18, 2023.

Motion carried 7-0.

Motion by **Maier** to grant the request of Matt Spellman, Athletic/Activities Director, on behalf of the Home of the Rockets Committee, for placement of a fund raising sign at the Bay Middle School for a period of three months, from December 2019 to mid-March 2020.

Mr. Clark noted that Mr. Spellman attended the Committee Meeting of Council this evening to explain all of the details of this project.

Motion carried 7-0.

PUBLIC IMPROVEMENTS/STREETS/SEWERS/DRAINAGE COMMITTEE-Mrs. Stainbrook

Mrs. Stainbrook stated that she will introduce an ordinance for the Sunset Project. The project is broken out into utilities and paving. The ordinance being presented this evening is only for the utilities portion. Funding had to be increased based on the utilities project, but it will be getting started as early as the end of January, depending on passage of the ordinance this evening. This is a project that has been in the works for over 35 years, and we will now see it get started.

Mrs. Stainbrook introduced and read **Ordinance No. 19-115** authorizing an agreement with Tri-Mor Corporation for utility construction for the Sunset Project, and declaring an emergency, and moved for adoption.

Mr. Clark commented that this has been a long time coming, and it is nice to see that there were multiple bidders on the third time around.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Ordinance No. 19-115.

Roll Call on Suspension of the Charter Rules:

Yeas- Winzig, Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych.

Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –Winzig, Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych.

Nays –None.

Roll Call on Inclusion of the Emergency Clause:

Yeas – Winzig, Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych.

Nays – None

Roll Call on Adoption:

Yeas– Winzig, Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych.

Nays –None.

Mr. Barbour announced adoption of Ordinance 19-115, an emergency measure, by a vote of 7-0.

Motion by **Stainbrook** authorizing the Director of Public Service and Properties to advertise for bids for road materials, specifically asphalt, concrete, and aggregates, for the 2020 Road Maintenance Program to be conducted by the Bay Village Service Department.

Motion carried 7-0.

RECREATION AND PARK IMPROVEMENTS COMMITTEE –Mr. Winzig

Motion by **Winzig** to confirm the reappointment by Mayor Koomar of Ann Kerka to the Parks and Recreation Commission for a four-year term expiring January 1, 2024.

Motion carried 7-0.

SERVICES, UTILITIES & EQUIPMENT COMMITTEE –Ms. DeGeorge

Ms. DeGeorge advised that Council has discussed adopting the following resolution on one reading due to cost savings and project longevity.

Ms. DeGeorge introduced and read **Resolution No. 19-116** authorizing the Mayor to enter into an agreement with CivicPlus for Website Development and Hosting, and declaring an emergency, and moved for adoption.

Mr. Clark thanked that this is legislation and implementation that is long overdue for many of us. He expressed appreciation to Kathryn Kerber, Project Manager, and the administration, as well as those Council members involved in this collaborative effort to move this forward.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 19-116.

Roll Call on Suspension of the Charter Rules:

Yeas- Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig.

Nays- None.

Roll Call on Suspension of the Council Rules:

Yeas –Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig.

Nays –None.

Roll Call on Inclusion of the Emergency Clause:

Yeas – Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig.

Nays – None

Roll Call on Adoption:

Yeas– Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig.

Nays –None.

Mr. Barbour announced adoption of Resolution 19-116, the final piece of legislation for 2019, an emergency measure, by a vote of 7-0.

MISCELLANEOUS

Mr. Clark announced that this is the last meeting of the 2019 year. He thanked everyone on Council for their great work on the legislative front, moving a number of things through. Mr. Clark thanked the administration for all the work on the Capital side. Next year will be an exciting year for everyone in Bay Village.

Mayor Koomar stated that he did speak with the library administration last week, and it is their intention to attend the January Architectural Board of Review meeting. It is hoped that this meeting will result in the finalization of comments of the Architectural Board of Review. The following week, on January 15, will be the potential to take the project back to the Planning

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Commission for approval. There is still concern on their part of the outdoor patio inclusion and trying to work through funding options. It is the intent of the City and the trustees to see that bid as an alternate to determine the true cost, but, otherwise, the plans are going well.

Mr. Clark stated that he presumes the Mayor has reminded the Library Board that the citizens of Bay Village pay about \$1 million per year into the County Library system.

In compliance with Section 121.22 of the Ohio Revised Code, Mr. Tadych **MOVED** to convene to Executive Session at 9:01 p.m. regarding Litigation – property, and Litigation – personnel.

Roll Call Vote:

Yeas -DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig, Clark.
Nays – None.

Motion carried 7-0.

Also in attendance in Executive Session were Mayor Koomar, Law Director Barbour and Council-Elect Kelly.

Council reconvened in an open meeting at 9:43 p.m. Present were: Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, and Winzig.

Mr. Clark wished everyone a healthy and happy holiday season on behalf of the entire City of Bay Village.

There being no further discussion or matters to come before the Council this evening, the meeting adjourned at 9:44 p.m.

Dwight A. Clark, President of Council

Joan Kemper, Clerk of Council

CITY OF BAY VILLAGE

CAHOON MEMORIAL PARK TRUSTEES

December 16, 2019
8:15 p.m.

President of Council Clark called the meeting called to order in the conference room of Bay Village City Hall at 8:15.

Present: Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig, Mayor Koomar.

Also Present: Law Director Barbour, Finance Director Mahoney, Police Chief Spaetzel, Fire Chief Lyons, Recreation Director Enovitch, Community Services Director Selig, Project Manager Kerber, Building Director Tuck-Macalla.

AUDIENCE

Clare Banasiak, Councilman-elect Tom Kelly, Amanda Sebrosky, Denny Wendell, Matt Spellman, Alex Kamczyc.

Motion by Mr. Winzig, to grant approval of the renewal of a lease for a portion of the Community House for the Village Bicycle Cooperative for a period of one year. The Village Bicycle Cooperative has been a resident of the Community House for many years and are doing a great job. The location provides easy access and great storage.

Mr. Clark stated that in the past the City has allocated the Village Bicycle Cooperative share of the utilities of what they consume at the Community House. The space has changed because of the Recreation Department's equipment in the building.

Mayor Koomar stated that due to shortage of space, bicycles have been taken over to BAYarts, and on December 18 those bicycles will be delivered to various community groups. Mr. Clark noted that they are donating over 40 bicycles, and suggested that in the future someone from Village Bicycle address Council regarding their significant contributions to the City of Bay Village.

Motion carried 8-0.

There being no further business to be brought before the Trustees this evening, the meeting adjourned at 8:18 p.m.

Dwight A. Clark, President of Council

Joan Kemper, Clerk of Council

City of Bay Village

Council Minutes, Organizational Meeting
Council Chambers, 8:00 p.m.

January 2, 2020

President of Council Dwight A. Clark, presiding

Present: Clark, DeGeorge, Kelly, Maier, Stainbrook, Tadych, Winzig.

Others

Present: Law Director Barbour, Service Director Liskovec, Building Director Tuck-Macalla.

AUDIENCE

The following individuals were also present this evening: Clare Banasiak.

President of Council Clark called the meeting to order in the Council Chambers with the Pledge of Allegiance and Roll Call at 8:00 p.m. It is a legal requirement of the Bay Village City Charter to meet for the purpose of organization at 8:00 p.m. on the first business day following January 1 of the year following a regular municipal election.

ANNOUNCEMENTS

Mayor Koomar announced that a Planning Commission work session will be held on Wednesday, January 8, 2020, at 7:30 p.m. to discuss options for the Commercial District, and potential changes to the City of Bay Village Zoning Code relative to an overlay. An additional session will be held on Wednesday, January 15, 2020.

Ms. Maier noted a conflict created by the fact that the Architectural Board of Review also meets on January 8, 2020 at 7:30 p.m. Mayor Koomar stated that this has been discussed and it should not be a problem, since two different rooms will be used for the meetings.

Mr. Clark commented that hopefully the administration is working toward a date to start the library project. Building Director Tuck-Macalla is expecting to receive the project Mylar Blueprint soon. Mr. Clark noted the forthcoming decommissioning and demolition of the Bayway Cabin, and the potential of dealing with asbestos. Mayor Koomar stated that when the library plan goes through the Architectural Board of Review and back to the Planning Commission for approval, the land lease documents will be completed.

Mr. Clark welcomed newly-elected Councilman-at-large Thomas J. Kelly to Bay Village City Council. Mr. Kelly was administered the Oath of Office along with the re-elected members of Council at the Inauguration Ceremony held January 1, 2020, with many members of the Kelly family present to witness the event. Mr. Clark thanked Clerk of Council Joan Kemper for organizing and handling the logistics for the Inauguration which included the invocation by Reverend Jonathan McCleery of Bay United Methodist Church. Ms. Kemper expressed appreciation for the help of Boards and Commissions Secretary Kateri Vincent in all the preparations and work necessary to create the event.

Mr. Clark nominated Joan Kemper to serve as the City of Bay Village Clerk of Council. There were no other nominations.

Motion by Mr. Tadych to confirm the appointment of Joan Kemper as Clerk of Council of the City of Bay Village.

Motion carried 7-0.

The Clerk of Council announced that Certificates of Election have been received from the Cuyahoga County Board of Elections for the following Bay Village Public Officials duly elected November 5, 2019.

Dwight A. Clark, President of Council

Thomas J. Kelly, Councilman-at-large

David L. Tadych, Councilman, Ward 1

Lydia DeGeorge, Councilman, Ward 2

Sara Byrnes Maier, Councilwoman, Ward 3

Peter J. Winzig, Councilman, Ward 4

At 11:00 a.m. on Wednesday, January 1, 2020, Judge Brian Hagan of the Rocky River Municipal Court administered the Oath of Office to Council President Clark, Councilman-at-large Thomas J. Kelly, Ward 1 Councilman David L. Tadych, Ward 2 Councilwoman Lydia DeGeorge, Ward 3 Councilwoman Sara Byrnes Maier, and Ward 4 Councilman Peter J. Winzig, for their terms of office beginning January 1, 2020.

Mr. Clark nominated David L. Tadych for Vice President of Council. There were no other nominations.

Motion by **Stainbrook** to confirm the appointment of David L. Tadych as Vice President of Council.

Motion carried 7-0.

Clerk of Council Joan Kemper announced the following appointments by President of Council Clark to Council Committees:

	<u>Chair</u>	<u>Members</u>
Environment/Safety/Community Services	Lydia DeGeorge	David L. Tadych, Sara Byrnes Maier
Finance and Claims	David L. Tadych	Peter Winzig, Thomas Kelly, D. Clark
Planning, Zoning, Public Buildings and Grounds	Sara Maier	Lydia DeGeorge, Nancy Stainbrook
Public Improvements, Streets/Sewers/Drainage	Nancy Stainbrook	Sara Byrnes Maier, Thomas Kelly
Recreation and Park Improvements	Peter Winzig	Lydia DeGeorge, David L. Tadych
Services, Utilities and Equipment	Thomas J. Kelly	Nancy Stainbrook, Peter Winzig

Motion by **Tadych** to confirm appointments of the President of Council to Council Committees.

Motion carried 7-0.

President of Council Clark announced the following appointments of Council representatives to Boards and Commissions:

Planning Commission: Sara Byrnes Maier

Community Services Advisory Board: Nancy W. Stainbrook

Parks and Recreation Commission: Peter J. Winzig

Income Tax Board of Review: Tom Bechtel, Jim Strunk

Architectural Board of Review: Lydia DeGeorge

Tree Commission: Thomas J. Kelly

Walker Road Park Ad Hoc Committee: Peter J. Winzig, David L. Tadych, Thomas J. Kelly

Bay Family Services: Dwight A. Clark

Motion by Tadych to confirm the appointments by President Clark to Boards and Commissions.

Motion carried 7-0.

Consideration of Change to Codified Ordinance Section 111.01 – Council Rules, Time and Place of Meetings.

Mayor Koomar noted that the time of Council meetings in other cities range between 7:00 p.m. and 7:30 p.m.

Mr. Tadych stated that he has a problem with the change. If there is a sub-committee meeting in front of the Committee of the Whole meeting it may be difficult for those who are working to attend a 6:00 p.m. or 6:15 p.m. meeting.

Mr. Kelly stated that he would be supportive of change, even being more aggressive to move it back one hour. However, he understands the concerns raised by the Vice President of Council. Moving up one-half hour shouldn't really impact individuals. Seven o'clock is still well beyond the average work stop time, even for the Committee of the Whole meeting. If the members wanted to be involved in public comment, they would certainly have that opportunity in the main Council meeting. If there were a special circumstance, Council would find ways to accommodate them.

Mr. Clark stated that his original concern was that this was in the actual Charter itself, in which case it would have had to be taken to the ballot box, or wait until 2022 when there is a Charter Review Commission. But, Ms. Kemper aptly noted that this requirement was in the Code of Ordinances, and all that is required is Councilmanic action. If a change is made and it doesn't work out, it can be reversed by Council vote.

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Ms. Stainbrook stated that she likes the idea of moving the time. It is easier for people to get there at 7 p.m. for the committee meeting prior to the Regular Meeting. From a resident perspective, if they are thinking of coming to a Council meeting, they may be put off by the 8 p.m. hour thinking it is too late of a starting time. For Council, if there is an Executive Session following the meeting, the work is not finished until well beyond 10 p.m., making for a very long night.

Law Director Barbour noted that the Board of Zoning Appeals, Planning Commission, and Architectural Board of Review all meet at 7:30 p.m.

Mrs. Stainbrook stated that a lot of the organizations in the City use 7 p.m. to 7:30 p.m. as a starting time.

Mr. Clark noted that perhaps it is the time for change after 62 years. The next meeting of Council will address a change in time with the necessary legislation prepared by Mr. Barbour.

Ms. DeGeorge asked if there is anything to prohibit the Regular Meeting of Council beginning immediately after the Committee of the Whole meeting.

Mr. Barbour stated that the definite starting time must be posted prior to the meeting so the constituents know when actual voting will take place.

The next meeting of Council will be held on Monday, January 13. Mr. Clark expressed congratulations to the re-elected members of Council, and to newly elected Councilman-at-large Thomas J. Kelly.

There being no further business to discuss, the meeting was adjourned at 8:15 p.m.

President of Council

Clerk of Council

ORDINANCE NO.
INTRODUCED BY:

AN ORDINANCE
**AMENDING SECTION 111.01 OF THE CODIFIED ORDINANCES OF THE CITY OF
BAY VILLAGE REGARDING TIME AND PLACE OF COUNCIL MEETINGS,
AND DECLARING AN EMERGENCY.**

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

SECTION 1. That Codified Ordinance Section 111.01 which presently reads as follows:

“111.01 Time and place of meetings.

Regular meetings of the Council shall be held in the City Hall on the first and third Mondays of each and every month at 8:00 p.m. unless otherwise ordered by the Council. Should such date be a holiday, the regular meeting shall be held on the next succeeding business day.

(Ord. 57-40. Passed 4-5-57.)”

be and the same is hereby amended to read:

“111.01 Time and place of meetings.

Regular meetings of the Council shall be held in the City Hall on the first and third Mondays of each and every month at **7:30 p.m.** unless otherwise ordered by the Council. Should such date be a holiday, the regular meeting shall be held on the next succeeding business day.”

and present C.O. 111.01 is repealed.

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, 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

Ordinance – Amending Time of Council Meetings

APPROVED:

MAYOR

010320jt

ORDINANCE NO.
INTRODUCED BY:

AN ORDINANCE
**AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH
OHIO PYRO & FLAME LLC. FOR THE 2020 JULY 4TH FIREWORKS DISPLAY,
AND DECLARING AN EMERGENCY.**

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

SECTION 1. That the Mayor is hereby authorized to enter into an agreement with Ohio Pyro & Flame LLC. for the 2020 July 4th fireworks display which will be held in Cahoon Park. Said work is to be performed under contract at a cost not to exceed Twelve Thousand, Six Hundred Dollars (\$12,600.00).

SECTION 2. The Fire Chief is hereby authorized to permit pyrotechnical display of fireworks as part of the July 4 celebration upon Applicant obtaining a permit, paying any associated permit fee and providing an indemnity bond or proof of insurance coverage as required by ORC §3743.54 and as further approved by the City and the Law Director.

SECTION 3. 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 4. 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 necessary to award said contract to ensure the fireworks display takes place in a timely manner during the Fourth of July celebration, 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

RESOLUTION NO.
INTRODUCED BY:

RESOLUTION
**AUTHORIZING THE FINANCE DIRECTOR TO PARTICIPATE IN VARIOUS
COOPERATIVE PURCHASING PROGRAMS, AND DECLARING AN EMERGENCY.**

WHEREAS, the Home Rule powers of the Ohio Constitution grant power to the City of Bay Village to participate in joint purchasing programs; and

WHEREAS, the Ohio Department of Administration (ODAS), Ohio Department of Transportation (ODOT), General Services Administration (GSA), U.S. Communities Government Purchasing Alliance, National Joint Powers Alliance (NJPA), National Institute of Government Purchases (NIGP), and any other governmental cooperative programs, are non-profit instruments of the government that assist local and state agencies in reducing costs of purchased goods through competitively solicited contracts; and

WHEREAS, the Council of the City of Bay Village desires to authorize the Finance Director to participate in these programs for the purchase of goods on behalf of the City of Bay Village for calendar year 2020.

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

SECTION 1. That Council, pursuant to the Home Rule authority granted to it by the Ohio Constitution, hereby authorizes the Finance Director to participate in governmental cooperative programs for the purchase of vehicles, machinery, materials, supplies, and other articles for the City of Bay Village for calendar year 2020.

SECTION 2. That 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 reasons stated in the preamble hereof, 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

Resolution – Cooperative Purchasing Programs

APPROVED:

MAYOR

120919 jt

ORDINANCE NO.
INTRODUCED BY:

AN ORDINANCE
AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CHAGRIN VALLEY ENGINEERING, LTD. FOR SURVEYING AND ENGINEERING SERVICES FOR THE CAHOON BASIN TRAIL, AND DECLARING AN EMERGENCY.

WHEREAS, the City is in need of professional surveying and engineering services to prepare construction bid documents for the Cahoon Basin Trail project; and

WHEREAS, the City has received a proposal for that project from Chagrin Valley Engineering, Ltd., 22999 Forbes Road, Suite B, Cleveland, Ohio 44146, which has previously provided services on various city projects;

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Bay Village, Ohio

SECTION 1. That the Mayor is hereby authorized to enter into an agreement with Chagrin Valley Engineering, Ltd. to proceed with the surveying and engineering services for the Cahoon Basin Trail project at a cost not to exceed Thirty-Nine Thousand, Six Hundred Four Dollars (\$39,604.00).

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, property and safety, and for the further reason that it is immediately necessary to provide said services, 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

RESOLUTION NO.
INTRODUCED BY:

**A RESOLUTION EXPRESSING THE INTENT OF THE CITY OF BAY VILLAGE
IN 2020 TO SELL BY INTERNET AUCTION PERSONAL PROPERTY,
INCLUDING MOTOR VEHICLES AND OTHER PROPERTY REFERENCED IN
REVISED CODE §721.15 WITH AN ESTIMATED VALUE IN EXCESS OF
\$5,000.00 WHICH ARE NO LONGER NEEDED FOR PUBLIC USE OR ARE
OBSOLETE OR UNFIT FOR THE USE FOR WHICH THEY WERE ACQUIRED,
AND DECLARING AN EMERGENCY.**

WHEREAS, Revised Code §721.15 authorizes this Council to adopt a resolution to authorize the sale by internet auction of personal property owned by the City, including motor vehicles, and other personal property equipment referenced in Revised Code §721.15 with an estimated value in excess of \$5,000.00 which are no longer needed for public use or obsolete or unfit for the use for which they were acquired; and

WHEREAS, this Council wishes to adopt such a Resolution expressing its intent to sell the property by internet auction during the year 2020; and

WHEREAS, this Council has previously authorized the Service Director to enter into an agreement with GovDeals.com, Inc. to conduct such internet auction and wishes to continue the City's use of GovDeals.com, Inc. or similar online auction sites for the auction services; and

WHEREAS, this Council wishes to authorize the Clerk to advertise in a newspaper of general circulation a notice of intent to sell unneeded, obsolete or unfit municipal personal property by internet auction; and

WHEREAS, this Council further wishes to authorize the Clerk to post notice of the intent to sell unneeded, obsolete or unfit municipal personal property on the City's website throughout the year.

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

SECTION 1: This Council adopts this Resolution for the purpose of expressing its intent to sell unneeded, obsolete or unfit personal property by internet auction. The internet auction shall be conducted by GovDeals.com, Inc. or similar online auction sites. Pursuant to Revised Code §721.15, the number of days for bidding on the property shall be no less than ten (10) days.

SECTION 2: Pursuant to Revised Code §721.15, the Clerk of Council is authorized and directed to publish notice of this Resolution in a newspaper of general circulation in the City of Hudson.

SECTION 3: This Council further authorizes and directs the Clerk to publish a notice of this Resolution on the City's website during the year 2020.

SECTION 4. 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 5. That this resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare, 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

010920 jt

AGENDA

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

Date: January 13, 2020
Time: 7:30 p.m.

ANNOUNCEMENTS

Karen Kirsh, First Energy Corporation – Update on Projects.

COMMITTEE OF THE WHOLE

Matters Pending under Council Committees

ENVIRONMENT, SAFETY AND COMMUNITY SERVICES COMMITTEE-DeGeorge, Tadych, Maier.

Amendment to Section 111.01 of the Codified Ordinances of the City of Bay Village regarding time and place of Council meetings.

Fourth of July Fireworks Contract.

FINANCE & CLAIMS COMMITTEE-Tadych, Winzig, Kelly, Clark.

Cooperative Purchasing Agreements.

PLANNING, ZONING & PUBLIC GROUNDS & BUILDINGS COMMITTEE-Maier, DeGeorge, Stainbrook.

Approval to enter into contract with Chagrin Valley Engineering for design services for the Clean Ohio Trails Project through the Cahoon River Basin.

Temporary sign on St. Raphael Church Property.

PUBLIC IMPROVEMENTS, STREETS/SEWERS/DRAINAGE COMMITTEE-Stainbrook, Maier, Kelly.

Discussion with the U.S. Environmental Protection Agency regarding Sanitary Sewer Overflows (SSO)

RECREATION & PARKS IMPROVEMENT COMMITTEE-Winzig, DeGeorge, Tadych.

SERVICES, UTILITIES & EQUIPMENT COMMITTEE-Kelly, Stainbrook, Winzig.

Approval to dispose of surplus or unwanted inventory via Internet auctions or other means.

Agenda
January 13, 2020
Conference Room

MISCELLANEOUS

Requirement of elected officials, or appropriate designee, to attend training in accordance with Ohio Revised Code Section 149.43 and 121.22.

Ohio Revised Code Section 109.43(B) provides that:

The attorney general shall develop, provide, and certify training programs and seminars for all elected officials or their appropriate designees, and for all future officials who choose to satisfy the training requirement before taking office, in order to enhance the officials' knowledge of the duty to provide access to public records as required by section 149.43 of the Revised Code and to enhance their knowledge of the open meetings laws set forth in section 121.22 of the Revised Code. The training shall be three hours for every term of office for which the elected official or future official was appointed or elected to the public office involved.

AUDIENCE

ADJOURNMENT

CAHOON MEMORIAL PARK TRUSTEES

Bay High School request for Cross Country Meets on August 15, August 29, and October 17, 2020.*

Cleveland Haunt Club request for use of Cahoon Memorial Park on Saturday, August 1, 2020 for a Halloween themed Flea Market.*

Approval to hold Fourth of July Fireworks Display on July 4, 2020 in Cahoon Memorial Park, under contract with Ohio Pyro & Flame LLC.*

*Pending receipt of insurance

City of Bay Village

Council Minutes, Committee Session
Dwight A. Clark, President of Council, presiding

December 16, 2019
Conference Room

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

Present: Clark, DeGeorge, Mace, Maier, Stainbrook, Tadych, Winzig, Mayor Koomar.

Also Present: Law Director Barbour, Finance Director Mahoney, Director of Public Service and Properties Liskovec, Police Chief Spaetzle, Fire Chief Lyons, Recreation Director Enovitch, Community Services Director Selig, Project Manager Kerber, Building Director Tuck-Macalla.

AUDIENCE

Council-elect Thomas J. Kelly, Clare Banasiak, Amanda Sebrosky, Denny Wendell, Matt Spellman, Alex Kamczyc.

Mr. Clark asked for the report of the Public Improvements Committee to be the first item on the agenda this evening due to the need for the Director of Public Service to be excused early.

PUBLIC IMPROVEMENTS, STREETS/SEWERS/DRAINAGE COMMITTEE- Stainbrook

Authorization to advertise for bids for road materials, specifically asphalt, concrete, and aggregates, for the 2020 Road Maintenance Program to be conducted by the Bay Village Service Department.

Mrs. Stainbrook will present a motion at the Regular Meeting of Council this evening to advertise for bids for materials to be used by the Service Department in their annual road maintenance program.

Sunset Project Contract for Utility Construction.

Mrs. Stainbrook reported that five bids have been received for the utility portion of the Sunset Project. The lowest and best bid is in the amount of \$363,375. Mrs. Stainbrook noted that Council approved funding in the amount of \$517,000 for paving and utilities for the Sunset Project. Receipt of bids for the utility portion was previously unsuccessful due to the bidding environment, and the administration has reallocated \$110,000 through a combination of balance of funds remaining from 2019 programs and an additional appropriation of \$28,000 by Council. It is expected that the funding for paving and utilities to be just under \$600,000, but when the paving portion of the project comes forward the funding will have to be addressed further. The paving portion will be bid in early June.

A memorandum from Mr. Donald Bierut, PE, City Engineer, dated December 11, 2019 has been received by Council, advising that after publicly advertising for nearly three weeks, five contractors submitted bids. The advertised construction estimate was \$350,000.00. The “Lowest Responsive and Responsible Bidder” was Tri-Mor Corp. Their bid was within 10% of the advertised estimate, considered complete and provided all the information that was requested. Based on Mr. Bierut’s review of their bid, and a review of their references, it is his recommendation to award the contract to Tri-Mor Corp. for \$363,375.00. Their earliest start date is January 27, 2020, with 120 days to complete.

Mr. Winzig asked if the project total includes the alternate bids. Mr. Liskovec stated that the alternates are not included in the project total. The alternates are included as potential sub-projects based on what may be found when the ground is opened. There was not conclusive data to determine if an extra sanitary sewer is needed. The alternates amount to an additional \$95,000.

Mr. Tadych stated that he was present for the bid opening, and did not learn whether there was a 10% contingency. Mr. Liskovec stated that Mr. Bierut did not include a dedicated contingency, but in discussing with him the numbers and the estimate there is a small amount of padding, and Mr. Bierut did not feel it necessary to include a line item contingency. Mr. Bierut feels that the numbers that were put together for the engineer’s estimate are solid and will cover the cost of construction. Mr. Tadych noted that the bid numbers are higher than the estimated amount. Mrs. Stainbrook stated that the estimate was \$350,000 and the bid is \$363,375, not including alternates.

Mr. Clark stated that the bid of Tri-Mor for Alternate No. 2, in the amount of \$62,370 is substantially higher than the other bidders, and the project duration is longer for a firm that we have never done business with before. Mayor Koomar stated that the company is well known in the Cleveland area.

Mr. Clark noted that the overall cost bid by Trax Construction Co. is lower and the project completion time is lower. Trax does have experience in the City of Bay Village, having done the Cahoon Project. Mayor Koomar stated that the selection of Tri-Mor was also based on their reputation and having good crews.

Mr. Tadych commented on the large size of the bid packet, and the fact that he thought the 10% contingency was a significant item that needed to be addressed. There will be difficulty if the project goes higher.

Mr. Liskovec commented on experience with other projects where cooperation with Cleveland Water was involved. The timing of Tri-Mor is appropriate.

Mr. Liskovec was thanked for the information provided.

ANNOUNCEMENTS

Mayor Koomar

Appointment of Kendra Davitt to the Planning Commission, effective January 1, 2020, to fill the unexpired term of Thomas J. Kelly ending August 18, 2023.

Reappointments –

Debbie Putnam to the Records Commission for a two-year term expiring December 31, 2021

Scott Bruno to the Board of Zoning Appeals for a five-year term expiring January 1, 2025.

Ann Kerka to the Parks and Recreation Commission for a four-year term expiring January 1, 2024.

ENVIRONMENT, SAFETY AND COMMUNITY SERVICES COMMITTEE-

Mace

Memorandum of Understanding with the Cuyahoga Soil and Water Conservation District for water quality improvements and conservation of environment.

Memorandum of Understanding with the Cuyahoga Soil and Water Conservation District for the educational component of the program for water quality improvements and conservation of environment.

Mr. Mace advised that this evening at the Regular Meeting of Council he will introduce legislation to accept two Memorandums of Understanding (MOU) with the Cuyahoga Soil and Water Conservation District. The first MOU is technical assistance for water quality improvements and conservation of the environment and is an extension of one year on an existing one-year contract. The second MOU is with the same entity for the educational component of the program for water quality improvement and conservation of the environment. This is a new contract, one year in duration.

Ms. Maier asked if it has been determined what the focus for the educational programs might be, considering that the watershed plan has just been updated. Mayor Koomar stated that he does not believe that has yet been determined.

Heritage Home Loan Program for 2020.

Mr. Mace stated that this is the extension of the program that the City of Bay Village has offered to residents for the past several years. Mr. Mace noted the contract price in the ordinance states that the cost to the City is not to exceed \$6,900. The letter to the City of Bay Village from the Cleveland Restoration Society states that the amount will be \$6,830 for 2019 and for 2020 the cost will be \$7,190. This includes the cost for one of the two informational mailings from the Mayor.

Mayor Koomar stated that the price was adjusted downward. The information for the Heritage Home Loan will be included in the Mayor's quarterly newsletter to residents. A meeting is

scheduled with the Cleveland Restoration Society in April. Property owners with homes that have turned 50 over the last several years will be included for mailing.

Mr. Clark noted that the Cleveland Restoration Society will attend a Council meeting on April 6, 2020, following a 6:30 p.m. public information meeting regarding the Heritage Home Loan program. The Mayor noted that Council will receive a year-end summary for 2019 in the very near future.

Ms. DeGeorge asked if there are other similar programs available to residents. Mayor Koomar stated that the only other program is a Help Program offered by Cuyahoga County through Key Bank. The Mayor related his experience with the Help Program in 2003 to upgrade his kitchen. There was always a cap on the market value of the property of \$250,000, which limits the use of the program. The Mayor has asked the county to adjust that cap for inflation over the years, but at this point that has not been done.

Finance Director Mahoney stated that the Heritage Home Loan Program considers the increase in value after the improvements are done, whereas the Help Loan only gives the equity in the home.

Community Development Supplemental Grant Application.

Mr. Mace stated that the application for the Community Development Supplemental Grant is an application for a grant up to \$50,000 to provide power assisted door openers at the Police Department main entrance, the restrooms at the Police Department and the Family Aquatic Center to make them more easily accessible.

FINANCE & CLAIMS COMMITTEE-Tadych

Annual Appropriation Ordinance for 2020. Final Reading of Ordinance at Regular Meeting of Council this evening.

Mr. Tadych advised that the 2020 Budget will be approved this evening and marks the first time the budget for the following year will be approved halfway into December prior to the new budget year. The final reading of the Annual Appropriation Ordinance is on the agenda for the Regular Meeting of Council this evening.

Amended Annual Appropriation Ordinance – Final Appropriations for 2019.

The Amended Annual Appropriation Ordinance which designates the final appropriations for year 2019 will be presented for adoption this evening. Mr. Tadych asked Finance Director Mahoney for her comments.

Director Mahoney stated that in October and November of 2019 Municipal Income Tax collections were \$269,000 more than October and November of 2018. In addition, Mrs. Mahoney budgeted a 3% increase in Municipal Income Tax collections, and there is a 6%

increase in income tax collections. A 13% increase in Property Tax collections was budgeted and there is actually a 14% increase in Property Tax collections. With that additional revenue, and the fact that departments stayed within their actual budgets, there was the need to make movement between departments, especially Fire and Police. In the Fire Department, vacation buy-backs were not considered when the 2019 Budget was approved. The amount of \$36,000 was taken from other departments where there was excess, e.g., an unused Building Inspector allocation. In the Police Department, there is an amount budgeted for a Police Sergeant for 2020, taken from the Police Department's Other line item and moved to the Police Department's Wages line item.

With the additional funds available, Mrs. Mahoney is suggesting the move of \$500,000 to the Infrastructure Improvement Fund. Mayor Koomar noted that the Federal EPA is going to update the Bay Village order from 2009. A new timeframe has been set for the Cahoon Project, and final flow metering will be placed in early winter for a period of four or five months to provide additional data. There are projects coming, and the allocation to the Infrastructure Fund will assist with these projects and contributions to the work at the Rocky River Wastewater Treatment Plant.

Mrs. Stainbrook stated that based on the EPA recommendations it will be necessary to have funds set aside to start developing sewer plans and programs to manage the infrastructure assets.

Mr. Clark noted that about \$600,000 to \$700,000 has been taken out of Infrastructure Improvements for the past six or seven years that has not been replenished.

Mr. Tadych stated that he personally would like to reduce the borrowing by one half million dollars in 2020. The budget put together is a tight budget, it is a good budget, and this extra money received through proper management should be reducing borrowing down to \$1 million rather than \$1.5 million.

Mayor Koomar stated that the liquidity from his viewpoint is important because sometimes advances need to be made to cover things.

Mr. Tadych stated that routinely we find the money when changes are made. The money has been found because our taxes and income are in better shape than we thought. Mr. Tadych stated further that he would really like to reduce the budget borrowing.

Mr. Mace stated that he does not know what the number came to this year for the gasoline tax because it was only one-half of the year for the increase, but that amount should always be earmarked for infrastructure. He noted that \$1.5 million in borrowing is the usual amount of borrowing, except for last year which was in excess.

Mr. Tadych stated that the idea of reducing the borrowing won't affect tonight's passage of the ordinance, but discussion could be brought forward in January to reduce the borrowing.

Mr. Clark stated that it becomes more philosophy than financial because we are in a relatively low borrowing environment. The fixed cost of bringing the issue to market would be the same whether it is \$1 million or \$1.5 million, so the economies of scale aren't as good. The question is how much can we invest of the additional amount.

Mr. Tadych stated that if there is thought about reducing it we can reduce it be \$250,000 rather than \$500,000.

Mr. Clark stated that we knew this surplus was going to be around for the last sixty days based on the numbers that came in. Mr. Tadych stated that we did not know the numbers they were going to be; we didn't know it was going to be as high as this surplus.

Mr. Clark stated that we have discussed the borrowing of \$1.5 million for the last three or four months.

Mr. Tadych stated that we did not know we would be blessed with the amount of extra money; we ought to do something to reduce our borrowing.

A Finance Committee meeting will be scheduled for a date in January to continue the discussion.

Mr. Clark noted that typical borrowing has been about \$1.2 million to \$1.7 million. We have a lot of wherewithal; we can certainly borrow a lot more and we continue in the borrowing program to buy down notes aggressively. We pay down about \$1.250 million every year, since we amortize our equipment and our streets debt quickly over five to seven years.

Mr. Clark stated that a decision does not have to be made this evening; it can be talked about to a greater extent at another time.

Regarding the Health Insurance Fund, Mrs. Mahoney stated that the first major matter is the transfer of funds and the second major item is the increase in budget for health care. The original budget was budgeted at a 6% increase and we are looking at about an 11% increase in costs. An appropriation increase of about \$270,000 is being requested to cover those costs. The way the health care report is presented the 11% increase is seen, but what is not reflected in the analysis is the true reflection of the reimbursement for large claims. Any claim over \$75,000 is reimbursed to the City. Council has to appropriate the expense side, and not the revenue side, so the revenue and the expense must be shown to get a true year-to-year report. Some of the funds are sitting in the reserve balance at Jefferson Health Care. What also is not reflected are the employee contributions. Historically, there has been quite a large balance in the reserve and we will end the year with \$800,000 in that fund. There is not a request for any more money to be allocated to the fund. Health care is paid out of the Health Insurance Fund. The departments are charged back for the cost of the health care for the employees in the department. The actual charge has been lowered back to the Police Department to try to use some of the health insurance money, which helps the General Fund Budget and reduces the number in the Health Insurance Fund because it is too high.

Mr. Clark stated that this is the one expense that is beyond our control. Anything that Mrs. Mahoney, the administration, and Mr. Tadych can do to clarify would be helpful.

PLANNING, ZONING & PUBLIC GROUNDS & BUILDINGS COMMITTEE-
Maier

Request by Matt Spellman, Athletic/Activities Director, Bay High School, for placement of 4 ft. by 8 ft. sign on Bay Middle School property from December 2019 to mid-March 2020 for the Bay Rockets Fundraising Campaign.

Mr. Matt Spellman, Athletic/Activities Director for Bay High School, spoke on behalf of the Bay Rockets Fundraising Campaign. The campaign is geared to raise \$1.6 million for a new concession/restroom building on the south end of the Bay High School Stadium. In addition to the concession and restrooms, there will be a team room, a training room, and a Spirit Shop. There is currently a sign in the stadium 4' x 8' at the south end where the new building will be located, and the campaign committee would like to move the sign in front of the Bay Middle School to get more visibility of the actual mock drawing of the new building. The last four weeks of fund raising has generated approximately \$800,000, half-way to the goal. The move of the sign will increase awareness and visibility of the fundraising goal. The sign will be moved back to the Bay High School in the spring. Council received a picture of the sign in advance of tonight's meeting.

Mr. Clark thanked Mr. Spellman for the information he provided this evening. He noted the support given to other Bay Village institutions in similar endeavors and recommended support of this request.

RECREATION & PARKS IMPROVEMENT COMMITTEE- Winzig

Mr. Winzig had no report this evening.

SERVICES, UTILITIES & EQUIPMENT COMMITTEE-DeGeorge

Website Development and Hosting proposal of CivicPlus.

Ms. DeGeorge called upon Project Manager Kathryn Kerber to report on her recommendations of CivicPlus as the new website developer and host for the City of Bay Village.

Ms. Kerber stated that Tonja Coffin, Assistant Recreation Director, and Councilman Peter Winzig, and she did a very thorough review of several providers. It was found that CivicPlus has many good features and is used by many neighboring communities who gave excellent recommendations about their service.

Mr. Winzig and Mr. Kerber demonstrated the web sites of the cities of Avon, Berea, and Hudson, developed and hosted by CivicPlus for the benefit of Council. Mr. Winzig pointed out the various features that are flexible and easy to use, noting that the programming is powerful and the software provides user capability to quickly find the information being sought.

Resident Denny Wendell discussed access to the websites by cellphone. Ms. Kerber stated that one of the features is that the website scales to any size screen size, and noted that an app is available. The features liked about CivicPlus were outlined in Ms. Kerber's report and recommendations as follows:

Features we liked about CivicPlus:

- The included training is the most extensive and the most flexible.
- CP analyzes use statistics of our current site to organize the new site. Statistics of the new site will be available for us to see and make adjustments as needed.
- Extensive options for online forms.
- Drag-and-drop functionality.
- Calendars are by department and automatically consolidated into a city-wide calendar.
- Notify Me – residents can customize updates they want to receive by city department and subject.
- Citizen Request Tracker
- ADA compliance guidelines surpass requirements, ongoing compliance scans are included.
- Integrates with other applications/software.
- Scales to any screen size, app available if we want it now or later.
- 24/7 emergency support
- Emergency notices can be created in advance and activated when needed.
- Additional modules that can be added later, like CivicRec for parks & rec, CivicClerk for agendas and meetings, and CivicHR for employee management
- Can opt-in to accept credit card payments with a small fee to the end customer, no fee to the city.

Optional Enhancements:

- Mobile app with push notifications, can be added later. The website is scalable for viewing on all devices without the app, so the main benefit is push notifications that the user can enable based on their preferences. One-time cost: \$5,500, annual \$1,950.
- Department Headers: In general, the layout, colors, and buttons for department pages will be the same as the main site. For an additional fee, a department can have customized colors and buttons for frequently-used features on their page. One-time cost: \$5,500, annual \$1,950 per department that wants this feature. We may want to leave this up to each department to decide if they want to pay for a personalized header from their budget.

Ms. Maier asked about the redesign being included after four years or more at no cost. Mayor Koomar stated that they will redesign at no cost after four years, refreshing and redesigning the wire frames.

Ms. DeGeorge said that Mr. Winzig had noted that the website will only be as good as the maintenance of the website. Ms. Kerber stated that the maintenance of the website will be easier. Ms. Kerber has asked department heads if they want to have a centralized person update, or someone in their department update. Everyone said they would like to have someone in their department handle their updates. CivicPlus is a provider that makes postings very easy with expiration dates set to drop old information off automatically.

Ms. Kerber was thanked for her presentation this evening. Ms. DeGeorge will present a resolution to enter into an agreement with CivicPlus. Mr. Winzig suggested passing the ordinance on one reading in order to save funds due to a price increase in January. Mayor Koomar noted that additional features will be added if the contract is signed prior to year-end, including 50 more pages of content migration with a street value of \$2,000, two extra seats for the Citizen Request Tracker to field incoming requests from residents through the website, and an additional day of implementation consultation. Ms. Kerber stated that this is over \$7,000 worth of extras that can be obtained by proceeding with one reading and approval this evening.

Mr. Winzig noted the features of the Citizen Request Tracker, allowing all departments to track the citizen request, when it came in, how it was addressed, and when the “ticket” was closed.

Mr. Clark stated that he does not favor approving legislation on one reading, but this project has been searched out for a long period of time. He looks at this as an outlier and an exception to the norm.

There being no further discussion, the meeting adjourned at 8:15 p.m.

Dwight A. Clark, President of Council

Joan Kemper, Clerk of Council

Joan Kemper

From: Kirsh, Karen E. <kekirsh@firstenergycorp.com>
Sent: Thursday, January 09, 2020 4:06 PM
To: Paul Koomar; Dwight Clark; Joan Kemper
Subject: Permission to address council on Jan 13th

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Mayor Koomar and Council President Clark,

Happy New Year! If possible, I'd like to update council about the work we are doing in cooperation with the Metroparks to improve reliability for the Wolf Rd PD and FD, and the Longbeach Pump Station, and also inform them of our partnership with the Lake Erie Nature and Science Center. It shouldn't take more than 10 minutes. If this is acceptable, please let me know what time you'd like me to arrive. Many thanks!

*Karen Kirsh
Regional External Affairs
FirstEnergy Service Company
216-281-8007*

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MATTERS PENDING BEFORE COUNCIL COMMITTEE
January 1, 2020

Committee of the Whole

- Sunset Area Improvements

Environment, Safety & Community Services- DeGeorge, Tadych, Maier

Finance & Claims-Tadych, Winzig, Kelly, Clark

Planning, Zoning, Public Grounds & Buildings-Maier, DeGeorge, Stainbrook

- Review of Codified Ordinance No. 1373.01 Boat Storage
- Review of Codified Ordinance No. 1141.04 Home Based Business
- Review of Existing Zoning Code per Master Plan Recommendations (3-18-19)
- Tree Ordinance

Public Improvements, Streets, Sewers & Drainage-Stainbrook, Maier, Kelly

- Bruce/Russell/Douglas Sewer Improvements

Recreation and Parks Improvement- Winzig, DeGeorge, Tadych

- Renovations to Playground Equipment at Bradley Road Park (8-29-17)

Services, Utilities & Equipment- Kelly, Stainbrook, Winzig

OHIO PYRO & FLAME LLC

31213 MANCHESTER LANE

BAY VILLAGE, OH 44140

Contract entered into this 26th day of December A.D. 2019 at (AM/PM) by and between Ohio Pyro & Flame llc. of Bay Village in the county of Cuyahoga and State of Ohio party of the first part and **City of Bay Village in the county of Cuyahoga** in the State of Ohio party of the second part, witness to:

The said party of the first part in consideration of the promises and agreements of said party of the second part herein set fourth hereby covenants and agrees to furnish one fireworks display on the agreed date **__Saturday July 4, 2020__** and time **9:45 PM**. The attached sheet describes the items in the display show and presents the total cost of display including insurance. A rain date will be agreeable with both parties, rain date **__TBD__**. In the event of inclement weather, the display will be rescheduled to the mutually agreed date and the party of the second part will secure the extension of the permit from the local authorities. Postponement fees are fifteen (15%) percent of the contract price. **The postponement fee will be waived and the paid deposit will be applied to the mutually agreed upon rain date in the event the decision to postpone is mutually agreed upon and the party of the first part is notified by the party of the second part within a minimum of twelve hours prior to display date.** Should the party of the second part elect to cancel the display there is a cancellation fee of twenty-five (25%) percent of the contract price. The party of the second part agrees to procure and furnish a suitable place to display the said fireworks in accordance with the current National Fire Protection Association codes 1123, 1124, and 1126. The party of the second part must also furnish police, fire and crowd security persons in securing adequate crowd control, auto parking and proper supervision of the danger zone, as secured by its agents until OHIO PYRO & FLAME LLC, advises that the security is no longer necessary. OHIO PYRO & FLAME LLC, reserve the right to terminate the display in the event that persons enter the secured danger zone and security is unable or unwilling to enforce the safety regulations.

In consideration where of said party of the second part hereby promises and agrees to pay the sum of **\$12,600.00** for the display show, on or before display date. Upon acceptance of this agreement a sum of which is equal or greater than 50% of total contract amount, will be due. A late fee of two percent (2%) will be charged after 10 days of display date.

OHIO PYRO & FLAME LLC, reserves the right to substitute shells of equal or greater value in the event a substitution is necessary.

In witness whereof, the said parties have hereunto set their hands to duplicates here of the day and year above written.

By _____ On behalf of OHIO PYRO & FLAME LLC

By _____ On behalf of company / Sponsor / Agent

CITY OF BAY VILLAGE AGENDA REQUEST JANUARY 6, 2020

OVERVIEW

1. Action Requested

Approval to enter into contract with Chagrin Valley Engineering (CVE) for the trail design of the Cahoon River Basin Trail.

2. Previous Action

Award of grant funding from the Clean Ohio Trails Fund and necessary appropriations made by council for project implementation in 2020.

3. Background/Justification for Current Action

The City of Bay Village applied for funding through the Clean Ohio Trails Fund to install approximately 1100 feet of paved trail through the Cahoon River Basin and were awarded \$360,262 towards project costs estimated at \$543,886.

4. Financial Impact

Expenditure of \$39,604 of total funds allotted for the project.

5. Implementation Plan

Enter into agreement with CVE promptly upon council's approval.

6. High-Level Timeline/Schedule

Design to take approximately 3 months.

January 7, 2020

City of Bay Village
350 Dover Center Road
Bay Village, Ohio 44140

Attention: Jon Liskovec
Director of Public Services and Properties

Re: Cahoon Basin Trail
Bay Village, Ohio

Dear Mr. Liskovec:

Chagrin Valley Engineering, Ltd. (CVE) is pleased to provide the attached surveying and engineering services proposal to prepare construction bid documents for the Cahoon Basin Trail. The trail will begin at the bench beneath the Lake Road bridge and end approximately 1,100 south at the parking area near the sledding hill.

Scope of Services

1. Meet with Bay Village staff to confirm project schedule, design methodology and deliverables. Plans will be reviewed with city staff on a regular basis throughout the process.
2. Perform existing conditions survey of the project area, including trees, delineated wetlands, structures, etc.
3. Develop preliminary horizontal and vertical geometry of the trail and depict on the existing conditions plan. The project routing will incorporate the previously established wetland and archeological approvals.
4. Develop construction documents, including demolition plan, site plan, grading plan, utility plan, profile, cross sections stormwater pollution prevention plan, retaining wall details (if necessary), and standard details.
5. Develop detailed specifications for the project manual.
6. Bid assistance, including bid tabulation.
7. Construction administration assistance.

Our proposed scope does not include any soil investigations that may be necessary.



Schedule

As per discussions with staff, the following schedule is proposed:

Design & Engineering: January 2020 – March 2020
Bid Package and Advertisement: April 2020 – May 2020
Council Award: May 2020
Construction: June 2020 - October 2020
Close Out: November 2020 to December 2020

Proposed Fee

Our proposed fee is as follows:

Survey - \$3,500.00
Design - \$36,104.00 (See Attachment A)
Total Fee - \$39,604.00

Please note your acceptance of our proposal by signing below. Please provide a Purchase Order Number to our office at your earliest convenience.

Respectfully submitted,
Chagrin Valley Engineering, Ltd.

A handwritten signature in black ink that reads "Dell Bierut".

Donald Bierut, PE, Partner

Enclosures

Proposal Acceptance:

Jon Liskovec
Director of Public Services and Properties

Date

ATTACHMENT A

Description	Total
Construction cost from Engineering Design Group	\$329,126.65
Hydraulic Analysis and Floodplain Permitting*	-\$16,000.00
Revised Construction Cost	\$313,126.65
Contingency (15%)	\$46,969.00
Subtotal	\$360,095.65
General Conditions (5%)	\$18,004.78
Bonds and Insurances (3%)	\$10,802.87
Mobilization and Demobilization (2%)	\$7,201.91
Construction cost	\$396,105.21
CVE's contract with City	
Engineering cost	\$25,000.00
7.6% over \$250,001	\$11,103.92
Total Fee	\$36,103.92
*If necessary this is part of engineering	

Proposed location of Cahoon Basin Trail



Joan Kemper

From: Joan Kemper
Sent: Wednesday, January 08, 2020 10:09 AM
To: 'Mark Cunningham'
Subject: RE: St. Raphael Sign Request for City Council

Mark,

I will put it on the agenda for this Monday, January 13, 2020.

From: Mark Cunningham [mailto:mcunningham@saintraphaelparish.com]
Sent: Wednesday, January 08, 2020 10:00 AM
To: Joan Kemper <jkemper@cityofbayvillage.com>
Subject: St. Raphael Sign Request for City Council

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Morning Joan,

I have a sign request concerning a temporary sign on our St. Raphael Church property.

Request #1

(The picture below is from a prior year; this year's sign will be similar, but the date will be Feb. 22nd.)

Dimensions: 36" x 72"

Placement: To be supported by temporary metal stakes, along Dover Center Road, in front of the church, not on the tree lawn area, but on the church lawn.

Duration: Feb 7th thru Feb 24th, 2020.



Blessings,

Dcn. Mark A. Cunningham

Stewardship Director
St. Raphael Parish
525 Dover Center Road
Bay Village, OH 44140

440-871-1100 x7763

mcunningham@saintraphaelparish.com

www.SaintRaphaelParish.com

RESOLUTION NO.
INTRODUCED BY:

**A RESOLUTION EXPRESSING THE INTENT OF THE CITY OF BAY VILLAGE
IN 2020 TO SELL BY INTERNET AUCTION PERSONAL PROPERTY,
INCLUDING MOTOR VEHICLES AND OTHER PROPERTY REFERENCED IN
REVISED CODE §721.15 WITH AN ESTIMATED VALUE IN EXCESS OF
\$5,000.00 WHICH ARE NO LONGER NEEDED FOR PUBLIC USE OR ARE
OBSOLETE OR UNFIT FOR THE USE FOR WHICH THEY WERE ACQUIRED,
AND DECLARING AN EMERGENCY.**

WHEREAS, Revised Code §721.15 authorizes this Council to adopt a resolution to authorize the sale by internet auction of personal property owned by the City, including motor vehicles, and other personal property equipment referenced in Revised Code §721.15 with an estimated value in excess of \$5,000.00 which are no longer needed for public use or obsolete or unfit for the use for which they were acquired; and

WHEREAS, this Council wishes to adopt such a Resolution expressing its intent to sell the property by internet auction during the year 2020; and

WHEREAS, this Council has previously authorized the Service Director to enter into an agreement with GovDeals.com, Inc. to conduct such internet auction and wishes to continue the City's use of GovDeals.com, Inc. or similar online auction sites for the auction services; and

WHEREAS, this Council wishes to authorize the Clerk to advertise in a newspaper of general circulation a notice of intent to sell unneeded, obsolete or unfit municipal personal property by internet auction; and

WHEREAS, this Council further wishes to authorize the Clerk to post notice of the intent to sell unneeded, obsolete or unfit municipal personal property on the City's website throughout the year.

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

SECTION 1: This Council adopts this Resolution for the purpose of expressing its intent to sell unneeded, obsolete or unfit personal property by internet auction. The internet auction shall be conducted by GovDeals.com, Inc. or similar online auction sites. Pursuant to Revised Code §721.15, the number of days for bidding on the property shall be no less than ten (10) days.

SECTION 2: Pursuant to Revised Code §721.15, the Clerk of Council is authorized and directed to publish notice of this Resolution in a newspaper of general circulation in the City of Hudson.

SECTION 3: This Council further authorizes and directs the Clerk to publish a notice of this Resolution on the City's website during the year 2020.

SECTION 4. 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 5. That this resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare, 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

010920 jt

Joan Kemper

From: Mark Barbour
Sent: Monday, December 30, 2019 10:01 AM
To: Agendas
Subject: FW: Cahoon Park use request
Attachments: CHCbanner.jpg

FYI request for Cahoon Park for flea market August 1, preliminary information.

From: Jeff Hartz [mailto:jeff_hartz@yahoo.com]
Sent: Saturday, December 28, 2019 11:09 AM
To: Mark Barbour; Sue Kohl; Mark Spaetzel
Subject: Cahoon Park use request

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Mr. Barbour,

I represent a non-profit organization that has held a family friendly event at the Community House for the past four years, and it is my understanding that building is no longer available for rental. We really like the location and parking situation, so would like to keep it there if possible. I have been communicating with Sue Kohl and she suggested I reach out to you to pursue use of Cahoon Park on Saturday August 1st.

A little background on myself, I am a 47 year resident of Bay Village having graduated from Bay High in 1984. I have volunteered for the Bay Village Auxiliary Police for 33 years and currently hold the rank of Captain and Commanding officer. I was chosen citizen of the year in Bay Village in 2015 for what reason I still don't understand :-). I am employed by the Avon Lake Police Department as an ACCSO and additionally work in home renovation. I tell you all this so you understand I am invested in the city of Bay Village and where I am coming from.

I am also President of a non-profit organization that was formed in 2015 called the Cleveland Haunt Club ID# 81-2968708. It is a group of Halloween and Haunted House enthusiasts that consists of 2,200 plus members online and 120 plus card carrying members that meets monthly at the American Legion 211 in Avon Lake. The group serves to share skills and interests as well as network with like minded people. It's members include an Avon Lake city councilman, employees of the State Attorney Generals office, journalists, people in the medical profession, private sector and so much more. I tell you this so you understand the quality of people involved.

The event we wish to hold on August 1st is a Halloween themed Flea Market and has taken place at that location four years previously with the cooperation of City Hall advertising it on the message board as well as the BVPD. Last year it had 45 vendors, 3 food trucks, a themed car show, themed characters for the kids such as Ghostbusters and an attendance of well over 500 attendees. It has brought numerous people to our city who would otherwise never see what a wonderful city we live in and enjoy. Attendees came from as far as Meadville, PA and Ann Arbor, MI and I received

many comments over the years what a beautiful location we chose. With all this in mind our organization would like to continue to hold our annual event in Bay Village.

I respectfully request the use of Cahoon Park on August 1st and look forward to working with you moving forward.

Jeff Hartz President
Cleveland Haunt Club