



SHAKER HEIGHTS

**City Council Agenda
Via Zoom Due to COVID-19
Public Health Emergency
Monday, September 14, 2020 at 7:00 pm**

For the safety of staff and residents, in-person attendance is not permitted. Join the Zoom meeting as a viewer or listener and to provide public comment during the special meeting from a PC, Mac, iPad, iPhone or Android device at <https://zoom.us/j/91060689499?pwd=cFVlK2pEZk5xb21PcmpTbHFvOGhSUT09>, Password: 33553400; Description: Council Meeting; or join by phone at 833-548-0282 (toll free); Webinar ID: **910 6068 9499**; Password: 33553400. **International numbers available at <https://zoom.us/u/ahwKbeuA>.** **The audio of the meeting will be available the following day on the City's website.**

SPECIAL MEETING

Public Comment on Agenda Item

Comments and questions submitted prior to the meeting will be read into the record.*

1. Approving a one-time severance package for employees in the Recreation Department who are being laid-off due to the lack of work in that Department as a result of the COVID-19 pandemic, and declaring an emergency.

Documents:

[SEV PKG.PDF](#)

2. Update on SHDC Activities.
 - SHDC Executive Director Nick Fedor
 - SHDC Board President Scott Garson

Documents:

[2020 SHDC UPDATE.PDF](#)

***Comments and questions submitted may be edited if excessively lengthy.**

To request an accommodation for a person with a disability, call the City's ADA Coordinator at 216-491-1440, or Ohio Relay Service at 711 for TTY users.



Memorandum

To: Members of Council
From: Sandra J. Middleton, Human Resources Manager
cc: Mayor David E. Weiss
Chief Administrative Officer Jeri E. Chaikin
Date: September 14, 2020
Re: Severance Package for Recreation Department staff layoffs

On March 27, 2020 an Emergency Employee Work Policy was issued due to the COVID-19 public health emergency. Regular full-time and part-time non-bargaining employees were instructed to work from home and to the extent work could not be done from home or if sufficient work was not available for a full work schedule, said employees would still be paid for their full work schedule.

After almost six months, the COVID-19 pandemic is still with us, most City buildings and facilities remain closed to the public, and Shaker Schools' buildings and facilities are unavailable for City programs.

Since the beginning of the pandemic, many Recreation Department staff have been unable to perform the functions for which they were hired. For example, with school being online, there is no Before and After School Child Care Program. With indoor school pools and Thornton Park outdoor pool being closed for spring and summer to present, there are no aquatic programs. Staff impacted by the shutdown of the programs pivoted into other programming work such as virtual programming and outdoor, socially distanced programming but the limited programming did not add up to a full work schedule and generated practically no revenue. The timeline to resume recreation programming at normal capacity is ever fluctuating and there is no known date for these programs to resume. In August, the subsidy from the General Fund to Recreation was completely allocated and additional subsidy is required. Without these layoffs, the additional subsidy need for the Recreation Department is \$330,000. With the layoff plan, the additional subsidy would be \$200,000.

Given the City's financial position, it is recommended that the City no longer continue to pay employees who are unable to work a full schedule. On September 4, the Emergency Employee Work Policy was extended through December 31 and the policy no longer includes paying people who are unable to work their full work schedule.

Furloughing employees instead of layoffs was considered but the programming work that could be performed on a reduced work schedule would generate little to no revenue and would increase the required subsidy to the department.

Employees associated with Before and After Care School Program, swimming, purchasing and customer service in the Recreation Department do not have enough work to sustain a full work schedule. This includes six full-time childcare supervisors, one full-time and three part-time customer service representatives, one full-time accounting clerk and one full-time pool coordinator.

Council has authorized severance packages in the past for both full-time and part-time employees who were laid-off. Severance packages in the past have included the continuation of health insurance coverage for several months for full-time employees; part-time employees are not eligible for healthcare benefits. The proposed severance package is similar to packages previously offered.

- ❖ Severance pay based on years of service:

Less than 1 year	2 weeks' pay
1-3 years	4 weeks' pay
4-9 years	6 weeks' pay
9 or more years	8 weeks' pay

- ❖ Outplacement services up to \$500

- ❖ Continuation of existing healthcare coverage for two months for full-time employees

It is recommended that Council approve the one-time severance package for full-time and part-time employees in the Recreation Department laid-off due to the City's financial situation and the lack of full-time recreation work. This legislation is requested on first reading and as an emergency since the layoffs will be effective September 15, 2020.

ORDINANCE NO.

BY:

Approving a one-time severance package for employees in the Recreation Department who are being laid-off due to the lack of work in that Department as a result of the COVID-19 pandemic, and declaring an emergency.

WHEREAS, in the past, Council has authorized severance packages for full-time and part-time employees being laid-off; and

WHEREAS, this Council wishes to express its appreciation and provide transitional assistance to the nine full-time and three part-time employees in the Recreation Department who are being laid off due to the lack of work in that Department as a result of the COVID-19 pandemic, and the City's financial problems, including a lack of revenue being generated by the Recreation Department.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Shaker Heights, State of Ohio:

Section 1. The full-time and part-time employees of the Recreation Department who are to be laid-off as of September 15, 2020, shall be granted the following severance package:

- a)

<u>Years of Service</u>	<u>Severance Pay</u>
Less than 1 year	2 weeks' pay
1 - 3 years	4 weeks' pay
4 - 9 years	6 weeks' pay
9 or more years	8 weeks' pay

- b) Outplacement Services
Reimbursement for approved outplacement services at a cost not to exceed FIVE HUNDRED DOLLARS (\$500.00).

- c) Health Care
Continuation of existing healthcare coverage for two months for the nine full-time employees.

Section 2. This shall be a one-time benefit package exclusive to the present circumstances involving the City's financial position in light of the COVID-19 pandemic and the layoff of Recreation Department employees effective September 15, 2020.

Section 3. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reason that it is necessary in the current operation of the City due to the fact that the layoffs are effective September 15, 2020, and, therefore, this ordinance shall take effect immediately upon its enactment and approval by the Mayor.

Enacted

Approved this _____ day of _____, 2020.

DAVID E. WEISS, Mayor

Attest:

JERI E. CHAIKIN
Clerk of Council

coun20/0910severancerec



SHAKER HEIGHTS DEVELOPMENT CORPORATION

Shaker Heights City Council Work Session

Monday, September 14, 2020

7:00pm

Strong neighbors build strong neighborhoods

AGENDA

- Recent accomplishments
- Pandemic response
- Looking ahead

2019 YEAR IN REVIEW

3700 LEE ROAD

Acquired property in 2019; storefront improvements in the works.



TARGETED STREETScape

SHDC received a \$50,000 grant from the Cuyahoga County Community Development Supplemental Grant program.



3-19 COFFEE

Business grew out of The Dealership to open a café in the historic Kingsbury Building.



NEW STRATEGIC PLAN

The following broad strategic focus areas have been identified.

- Strategically acquire, manage, or facilitate the rehabilitation of properties primarily in the Chagrin + Lee area
- Continue to play the role of lead convener for the Van Aken and Chagrin + Lee Business Associations
- Serve as connective tissue for neighboring commercial districts

2020 SNAPSHOT

SHAKER HEIGHTS ANIMAL HOSPITAL

Facilitated the expansion of this community-minded business on Lee Road.



MWW1

Lead and coordinated recruitment of Michigan engineering firm to Lee Road.



PANDEMIC RESPONSE

- Business Support
 - Gift Card Purchase Program & Auction
 - Webinars, reopening videos & collaboration with City ED Department
 - Small Business Recovery Grant Program
- Organizational
 - Revised budget
 - PPP
 - No Shake It Up

LOOKING AHEAD

- Real Estate Revitalization Fund
- Business Support
- Convene Business Associations

THANK YOU!

QUESTIONS?

CONTACT:

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