



SHAKER HEIGHTS

Safety and Public Works Committee Minutes Friday, January 4, 2019 8:00 A.M. City Hall, Council Chambers

Members Present: Nancy Moore, Council Chair
Julianna Senturia, Council Member
Anne Williams, Council Member
James Brady, Citizen Member
Jonathan Hren, Citizen Member
Austin McGuan, Citizen Member
David E. Weiss, Mayor
James Sammon, Citizen Member
Jeffrey DeMuth, Chief of Police
Patricia Speese, Director of Public Works Department
Patrick Sweeney, Chief of Fire

Others Present: Joyce Braverman, Director of Planning Department
Cameron Roberts, Planner, Planning Department
Annette Tucker-Sutherland, League of Women Voters

The meeting was called to order at 8:05 A.M. by Nancy Moore, Council Chair.

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Approval of December 7, 2018, Meeting Minutes

Chair Moore asked if there were any changes to the December 7, 2018, meeting minutes. Minor changes were suggested by Chair Nancy Moore. A motion was made to enter the December 7, 2018, Meeting Minutes into record with the changes by Council Member Julianna Senturia. A second motion was made; motion carried.

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City Hall Space and Plan Contract Modification

**Joyce G. Braverman, Director, Planning Department
Cameron Roberts, Planner**

Director Joyce Braverman explained that this project has been a group project with Public Works, Building and the Planning Departments. She stated that Planner Cameron Roberts has a PowerPoint to explain the modification request. Planner Roberts explained that the original contract for Weber Murphy Fox (WMF) was signed in July 2018 after a competitive RFP process for the not to exceed amount of \$31,280, for completion of Phase 1: design concepts and related cost estimates. Planner Roberts stated that this is a request for an additional amount not to exceed \$3,750. This project is part of the City Hall Space Study and Plan, which aims to co-locate the Building and Housing Inspection

Departments by reorganizing department locations and functionality within City Hall. Weber Murphy Fox has completed the requested deliverables for Phase 1, including an inventory of the existing space, three conceptual layouts, and associated cost estimates, which includes the old firehouse space. None of the proposed options can be fully implemented based on the allocated budget of \$450,000 for the project in 2019, which includes design costs and soft costs.

Further, Planner Roberts indicated that the project team is now investigating phasing the project over two years. Additional work has been requested from Weber Murphy Fox to revise plans into two options phased over two years and to provide new cost estimates. Several optional items that are applicable to either option, referred to as add alternates, will require individualized cost estimates. Specifically, the following deliverables will be requested:

- Cost estimates for two options, each with two phases
- Cost estimates for three add alternates
- Color-coded layout of City Department for each of two options
- Sketches for add alternates

The additional \$3,570 for additional work amends the current contract total cost to \$35,030. Planner Roberts indicated that The Planning Department is recommending the modification of an existing contract with WMF for a not-to-exceed amount of \$3,750, which brings the total contract price to \$35,030, in order to complete additional requested work for Phase 1 of the City Hall Space Study and Plan. This change order will be funded by 2019 Capital Budget funds. Planner Roberts asked if there were any questions.

Chair Moore stated that this project began as a less complicated project and evolved into “reality.” Its cost has driven up the strategy of designing two spaces. She asked if it was two or three years for construction.

Planner Roberts indicated that they are planning on it being two years of construction.

Chair Moore asked if the \$450,000 figure was the total for all of the construction or just the first year.

Director Braverman indicated that it was for the first year and funds are used from the 2019 and 2020 budget. The cost includes only basic structural changes, utility work, asbestos removal, and minimal furniture such as cubicles and some paint, but not desks or chairs, etc.

Mayor David Weiss added that admittedly the cost came in higher than what was expected, but the contractor was asked to take a look at things that seemed to make sense if the renovations were to be completed. It was necessary to make sure the space is efficiently used. Planning, Building and Housing have the most citizen usage; therefore, it was necessary to reorganize the first floor to maximize customer efficiency on the first floor. A commitment has not yet been made, but obtaining costs were necessary prior to making a commitment and deciding what the City wants to do. Mayor Weiss stated that he would be more than happy to give a tour of the 2nd floor old Fire Station after the meeting to view the condition. A request will be made for approval by Council once the

costs and anticipated construction are determined. These are 50 year decisions of usable space.

Chair Moore stated that what we are asked to approve is a modification to a contract that was already approved for Phase One of the City Hall modification plan not to exceed the amount of \$3,750, which would bring the total contract design price to \$35,030. She added that she would entertain a motion for approval. A motion was made by Citizen Member Jonathan Hren to accept the modification and seconded by Citizen Member James Sammon; motion carried.

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Community Recycling Awareness Grant
Patricia Speese, Director of Public Works

Chair Moore explained that this grant is for educating the public about recycling.

Director Speese indicated that the Cuyahoga County Solid Waste District (CCSWD) has available a zero match 2019 Community Recycling Awareness Grant with a maximum award of \$5,000 per municipality. Additionally, in an effort to keep with the City's goal of Effective Cost-Efficient Government, the Public Works Department is requesting approval to apply for this grant to educate residents on the changes in recycling and promote the Reuse/Reduce/Recycle mantra. Director Speese added that the recycling industry has gone through tremendous changes and items that can be recycled are now very limited. The grant would assist Public Works in creating educational material that would be published in the Shaker Life Magazine. The information would also be distributed throughout City buildings, the Library and for passing out at Block Parties. The materials will touch upon how to reuse items and offer ways to reduce what they purchased that is not recyclable and will contain the new recycling guidelines.

Director Speese added that there are so many changes in the recycling industry that deter recycling. China was a big importer of our recycling, but no longer wants it. Cardboard and paper are still popular recycling items. However, glass and plastic are very limited. Vietnam will import about 5% of the glass and plastic. Director Speese stated that she called Service Directors in Seattle and the California area and they said that most of the recycling material they collect sits in a facility (or remains floating on the Pacific Ocean) waiting for someone to import it. It is being stockpiled. There are no current or quick answers to the problem. There have been tremendous changes in the industry since Director Speese took it over in 2003.

Director Speese stated that recycling has improved with the grass bags that were added last year. .

Director Speese added that contamination used to be 5%, but now it is at 35%. A member of Public Works Staff is going to the National Recycling Conference next month to get more updated information.

Chair Moore asked if there will be a fee to process recycling. Director Speese explained that many cities are charging residents to recycle. The other alternative would be to limit what is recycled, i.e. paper and cardboard.

Chair Moore asked what the items were that can be recycled.

Director Speese stated glass, plastic, aluminum, cardboard and paper. With regard to paper it is usually newspaper, catalogs, and shiny mailers. Eventually, the shiny mailers may be eliminated. Cardboard is also very recyclable.

Chair Moore stated that she will accept a motion for approval. Council Member Anne Williams made a motion to approve. A second motion was made by Citizen Member James Brady; motion carried.

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Chair Moore stated that she would like to give the opportunity for Fire and Police to add anything or provide an update to the Committee.

Chief of Police Jeffrey DeMuth stated that from a personnel aspect the Department will be losing Commander Michael Rowe who will be retiring. In addition, Sergeant William Martin will be retiring. Due to these retirements, we will be down three officers. Two more officers may be retiring next year. Therefore, a total of five officers short from the allocated budget. Chief DeMuth added from the operational aspect of the Department, last year was probably the second lowest crime rate ever recorded in the City of Shaker Heights. In 2017, we had the lowest and we started recording statistics in 1956. The accident rates are down and the traffic production is up. We continue to move our efforts in community engagement and social media. Additional information will be contained in the annual report

Chief of Fire Patrick Sweeney indicated that the Fire Department has had several retirements as well. Two conditional job offers were made in the last week. They are currently being tested. We do have a couple of other retirees in 2019 and we have an active list of candidates. We are looking to order a new pumper truck for Station No. 2 and the specifications for the truck are complete. Chief Sweeney added that 2,500 smoke detectors will be delivered in the near future.

Director Speese stated that currently there are six openings in the Public Works Department, union workforce. It is very difficult to hire "skilled" employees. There were several hired throughout the year and two left due to the physical activity of garbage collection. We are hearing that the Amazon facility is paying \$15.00 per hour and that seems to be attractive.

There was further discussion with regard to the above. (Refer to Audio of Meeting.)

There being no further business, the meeting was adjourned at 8:57 A.M. The next meeting will be on February 1, 2019, 8:00 A.M., Council Chambers.

Debra R. Messing, Sr. Administrative Assistant
Safety and Public Works Committee