



## SHAKER HEIGHTS

**Safety and Public Works Committee Agenda  
City Hall Council Chambers  
Friday, January 4, 2019, 8:00 AM**

1. Agenda

Documents:

[SAFETY AND PUBLIC WORKS COMMITTEE MEETING AGENDA 1-4-2019.PDF](#)

2. Related Materials

Documents:

[SAFETY AND PUBLIC WORKS COMMITTEE MEETING MINUTES 12-7-18.PDF](#)  
[CITYHALLSPACESTUDYCONTRACTMOD.PDF](#)  
[CCSWDRECYCLINGGRANT.PDF](#)

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## SHAKER HEIGHTS

### **SAFETY AND PUBLIC WORKS COMMITTEE AGENDA CITY HALL COUNCIL CHAMBERS Friday, January 04, 2019 at 08:00 AM**

1. Approval December 7, 2018 Minutes  
Council Chair Moore  
**Documents:** [12/7/2018S&PWMin](#)
2. City Hall Space Study and Plan Contract Modification -- Weber Murphy Fox  
Joyce G. Braverman, Director, Planning Department  
Cameron Roberts, Planner, Planning Department  
**Documents:** [CityHallSpaceStudyContractMod](#)
3. Community Recycling Awareness Grant  
Patricia Speese, Director, Public Works Department  
**Documents:** [CCSWDRecyclingGrant](#)

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SHAKER HEIGHTS

**Safety and Public Works Committee Minutes  
Friday, December 7, 2018  
8:00 a.m.  
Stephanie Tubbs Jones Community Building**

Members Present: Nancy Moore, Council Chair  
Juliana Senturia, Council Member  
Anne Williams, Council Member  
James Brady, Citizen Member  
Jonathan Hren, Citizen Member  
James Sammon, Citizen Member  
Jeri Chaikin, Chief Administrative Office  
Patricia Speese, Director of Public Works  
Patrick Sweeney, Chief of Fire  
Jeffrey DeMuth, Chief of Police

Others Present: William Gruber, Director of Law  
Linda Lissauer, League of Women Voters

**CALL TO ORDER**

The meeting was called to order at 8:00 a.m. by Council Chair Nancy Moore.

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**WELCOME**

Council Chair Nancy Moore welcomes everyone to the December 7th meeting of the Safety and Public Works Committee.

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**First Order of Business- Approval of the Minutes**

Let's begin with the approval of the minutes from the last meeting. I submitted some edits, they are minor changes. If there are no other corrections, I would be happy to accept a motion for approval. The motion was made by Anne Williams and seconded by Julianna Senturia. The minutes are approved with changes.

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**Second Order of Business – Northeast Ohio Regional Sewer District (NEORS) & City of Shaker Heights Cost Share Agreement,**

Director Speese explained in 2017, NEORSD notified Public Works that the outlet pipe for combined overflow 225 (CSO 225) had significantly deteriorated. While deteriorated, an emergency repair was not warranted and there were no immediate concerns.

In 2018, Public Works met with the Engineer from the Cuyahoga County Department of Public Works (CCDPW) to review the scope of work and development preliminary costs for the repair. In the summer of 2018, NEORSD proposed a cost share for this replacement. Since District flow is conveyed through the CSO during wet weather events, they are agreeable to paying 50% of the cost with a no-to-exceed \$50,000. An Agreement from NEORSD was submitted in October 2018 for the City's consideration.

It is our recommendation to enter into the agreement with NEORSD to offset the cost of performing the work. It is our intent to start the work February 2019. Funds for the City's share have been set aside as part of the 2018 Sewer Capital. This motion was approved by Anne Williams and seconded by James Brady. Motion carried.

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**Third Order of Business – Professional Services for Avalon and Strathavon Roads Waterline Design**

Director Speese explained that in fall of 2018, Public Works applied and received funding from Cleveland Water Suburban Water Main Renewal program to replace water mains on Avalon Road from Fernway to Van Aken and Strathavon Road from Lomond to Scottsdale Blvd.. Cleveland Water (CWD) has agreed to pay for this project on the condition that the City of Shaker Heights design and manage the project. CWD will pay the City the total costs of the design and construction. The city agreed to administer this project but must first have the waterline designed.

Requests for the proposal were sent to five firms who either performed professional services in the City before or have demonstrated an interest and the qualifications in water design. In October, the City of Shaker Heights received four proposals and were reviewed by Public Works staff. They were from GDP, MS Consultants, DLZ and CT Consultants. They had certain criteria that they needed to meet. After scoring the different firms, Public Works reviewed the proposal and fees. GDP was higher than the other firms, but had a strong commitment to the project. Once Public Works discussed their proposed fees with GDP, they resubmitted a revised design fee lowering the cost. The GDP Group has a strong understanding of the project requirements and is experienced with these types of projects.

Based on their understanding of the project, proposed project team and technical approach, we request approval to award the contract to GPD Group for design services for Avalon and Strathavon Road Waterline Project. The motion was approved by Julianna Senturia and seconded by Jim Sammon. Motion carried.

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**Fourth Order of Business – Ammendents to the Codified Ordinances**

Chairwoman Moore introduces William Gruber, Director of Law, to explain the Amendments to the Codified Ordinances. Ordinances particularly in General Offenses Code and the Traffic Code, incorporate portions of State law. Once a year, when we republish the Codified Ordinances, our publisher provides us with the changes to State law made by the General Assembly over the past year that require changes to the corresponding City Ordinances in order to have the City’s Ordinances remain consistent with and not conflict with State law.

By amending the City Ordinances to incorporate the State law changes, the City will be able to enforce these general offense and traffic laws in Municipal Court and the City will retain the fines, rather than the State.

The Walter A. Drake Company recommends to all of its municipal clients, and is consistent with the City’s existing published Codified Ordinances. There were five General Offense Codes and three Traffic Codes. Copies of the replacement pages will be available at the Council Meeting when the amendments are considered.

I recommend that the Safety and Public works Committee forward this item to City Council with a recommendation for approval to ensure that certain sections of the City’s Ordinances are consistent and not in conflict with state law; to facilitate the administration of justice and the daily operation of various City departments; and to avoid practical and legal entanglements.

Motion approved by Jonathan Hren and seconded by Jim Sammon. The motion was unanimously approved.

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Chairwoman Moore asked if there were any questions or comments and there were a few. First, what was the update on the South Woodland Project and Director Speese informed that South Woodland should be open in a couple weeks. Another question was regarding leaf pick-up. Director Speese explained that leaves and brush should be packaged separately. It was asked what the City does with the leaves. They were informed that they are trucked to a compost lot for free and yes pumpkins may be placed in the leaf piles. There is a State Law that no debris is allowed to be in the streets and there was some further discussion. Last, the Fire Department is looking at a new Fire Truck and they are hoping to order the truck before the end of the year.

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Council Chair Moore states the meeting is adjourned at 8:35 am.

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Patricia Matteucci, Senior Administrative Assistant  
Safety and Public Works Committee



# SHAKER HEIGHTS

## Memorandum

To: Members Safety and Public Works Committee  
From: Joyce G. Braverman, Director, Planning Department  
Cameron Roberts, Planner, Planning Department  
cc: David E. Weiss, Mayor  
Jeri E. Chaikin, Chief Administrative Officer  
Date: December 20, 2018  
Re: City Hall Space Study and Plan Contract Modification—  
Weber Murphy Fox

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This is a request for approval to modify an existing professional services contract for a not-to-exceed amount of \$3,750. 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.

This project is part of the City Hall Space Study and Plan, which aims to co-locate the Building and Housing Inspection Department by re-organizing 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. 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.

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 by City Department for each of two options
- Sketches for add alternates

Weber Murphy Fox has provided a quote of \$3,750 for this additional work. The current contract will be amended for a total cost of \$35,030.

### **Recommendation:**

This is a recommendation to modify 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.



## SHAKER HEIGHTS

**TO:** Members of the Safety & Public Works Committee

**CC:** David Weiss, Mayor  
Jeri E. Chaikin, CAO

**FROM:** Patricia Speese, Director of Public Works

**SUBJECT:** Community Recycling Awareness Grant

**DATE:** December 19, 2018

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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. In an effort to keep with the cities goal of Effective Cost-Efficient Government, we are requesting approval to apply for this grant to educate residents on the changes in recycling and promote the Reuse/Reduce/Recycle mantra.

The City of Shaker Heights has been committed to being environmentally responsible for many, many years. We continue to look for ways to make residents aware of the importance of recycling. We have been challenged this year with all the changes that have taken place with recycling. We would like to apply for the 2019 CCSWD Community Awareness Grant and use the funds to produce materials that we will place in the Shaker Life Magazine. These materials will touch on how to Reuse, Reduce and Recycle. We will offer suggestions to our residents on how to Reuse items, and offer ways to reduce what they purchase that is not recyclable and present all of the new recycling guidelines that we currently face. Additional copies of the materials will also be distributed throughout City buildings, the Library and for passing out at Block Parties.

The grant amount the City would like to apply for is the maximum amount of \$5,000 and requires no matching funds from the City. The application deadline is February 1, 2019. The recipients will be announced no later than March 4, 2019.

We request approval to apply for and accept the *Community Recycling Awareness Grant* for \$5,000 from the Cuyahoga County Solid Waste District to create and distribute educational materials on recycling.



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