Mayor Michael Dylan Brennan called the regular meeting to order at 7:06p.m.

Roll Call:

Present:  Mrs. Susan Pardee
Mrs. Pamela Cameron
Mr. Phillip Ertel
Mr. John Rach
Mr. Steven Sims
Mrs. Michele Weiss
Mr. Mark Wiseman

Also Present:  Law Director Luke McConville
Clerk of Council Kelly Thomas
Finance Director James Goffe
Police Chief Dustin Rogers
Fire Chief Robert Perko
Service Director Jeffrey Pokorny
Communications and Civic Engagement Mike Cook
Economic Development Susan Drucker

Approval of Minutes from October 15, 2018

MOTION BY MRS. PARDEE, SECONDED BY MRS. WEISS to approve the Council minutes from October 15, 2018 as submitted. On roll call, all voted “aye.”

Comments from Audience

Mr. Kevin Smalley, CEI - Manager External Affairs First Energy was present to introduce himself as the University Heights’ representative. Mr. Smalley left information sheets regarding various programs to help assist people to pay their utility bills.

Mayor’s Report

Tomorrow is election day. Please remember to go vote. If you requested an absentee ballot and you have not returned it yet, it is now too late to mail it. Your best course of action to make sure your vote counts is to take it down to the board of elections office at Euclid and East 30th and drop it off before 7:30PM tomorrow.

The bid documents for the new Chair Lift at City Hall are complete, and the project will be advertised for bids on Nov 8th and Nov 15th. A pro bid walkthrough with contractors will be on November 20th at 10am. Bid opening will be Nov 26th at noon. The project is specified to be constructed after normal working hours at city hall (nights and weekends) so business may function as usual during the day. Once we have our lowest and best bidder, we will discuss and finalize the actual schedule.

Since the mass shooting at Tree of Life Synagogue in Pittsburgh, the University Heights Police Department has been working closely with Jewish Federation Security to help ensure the safety of our residents here in University Heights, especially in close proximity of religious sites around our community.

On a similar note, by order posted today in my capacity as Mayor and Safety Director, backpacks, duffel bags, and oversize bags are prohibited in council chambers. People carrying such bags are to return them to their cars, or in the alternative, they may check them at the police station.
There was a fire in our community on Saturday, October 27, 2018 in the duplex at the corner of Tullamore and Brockway roads. The structure underwent substantial damage. Two families lost their homes. The following Sunday, we opened our city hall to accept donations from the community. And the responses was overwhelming. I am proud of the care, thoughtfulness, and generosity of our University Heights and greater Heights neighbors who came out with donations of clothing, gift cards, and money. Our conference room downstairs still runneth over. As soon as these families have secured new homes, we will let it be known on social media, for those of you who expressed interest in donating housewares and furniture. Thank you once more for your generosity.

Last Thursday evening we had Diane Bickett from the Solid Waste District speak to our residents on the new limits of recycling. The turnout was good. The evening was a doubleheader, as even more people came out to hear the panel discussion on Issue 1. I moderated the panel, made up of Amy Hanauer of Police Matters Ohio; Representative Janine Boyd, (both in favor), and Assistant County Prosecutor Kevin Filiatraut and Rob Walgate of American Policy Roundtable to speak in opposition. I believe both sides got out some excellent points, pro and con, and I personally found the discussion clarifying. I know others attending told me the same.

Big thanks go out to our Communications and Civic Engagement Coordinator Mike Cook who planned the events, and our Special Projects Coordinator Rachel Mullen who was on site with Mike to implement these events.

Last Tuesday we had our Audit Exit Conference. Officially, the results of our 2017 audit will not be released for at least another two weeks. However, I am pleased to report, that the audit was actually completed. This, after this administration inherited a finance office that had not done a reconciliation of the city’s books in over a year. I am also pleased to report that the only report level finding brought to our attention by the auditors was the fact that the city failed to complete timely reconciliations in 2017. This, of course, we already knew. And indeed, reconciliations of this year’s books did not begin immediately, either, not under the finance office inherited from the previous administration. Only after we cleaned house were we able to begin put the city back on track. I want to thank our Finance Director, James Goffe, who joined our administration in July, together with our Deputy Finance Director Rita K. Drew, who initially worked as a contractor in April 2018 to begin reconstructing all of 2017’s books, together with Finance Associate Denise Balint, who arrived in May initially to help out on a temporary part time basis, only to find herself running the finance office between the termination of the interim finance director and the installation of Mr. Goffe. These three people made a Herculean effort to save this city and the previous administration from far worse findings and are now implementing better practices here in the city.

November 1 was Gabriel Sidney Brown Day in the City of UH. Gabe is a third generation from UH, and an actor in Les Miserables, now playing at Playhouse Square.

The Civic Awards Dinner will be next Wednesday November 14 at the Jardine Room at JCU. Ticket sales are going well, but there are still tickets available. I recommend securing your tickets soon. They may be purchased on Eventbrite.com. You may also contact Rachel Mullen or Mike Cook for more information. Please also contact Rachel Mullen if you desire a kosher meal at the dinner, as this must be ordered in advance.

With respect to the logo, I want to take this opportunity to publicly thank our administration’s steering committee for their dedication throughout the process. So, big thanks go to: Patrick Grogan Myers, who headed up the administration’s committee, together with Mike Cook, Kyle Coughlin, Stephen Dobscha, Susan Drucker, Sheila Hubman, Mary Ann Lasch, Kate Malone, Councilman John Rach, Councilman Steve Sims and Councilwoman Michele Weiss. I would also like to thank the dozens who participated in the stakeholder’s meeting, which was essential a one-night focus group for Guide Studio to interview and conduct exercises with.
I will be attending my second meeting of the planning commission this Thursday. I want to thank our County Executive Armond Budish for his appointment of me to the Heights seat on the board, and to our County Council for their confirmation of the appointment. I look forward to representing University Heights, Shaker Heights, Cleveland Heights, and East Cleveland at the county level.

There is a public meeting of the Taylor Road Corridor Study, Thursday, November 15, 2018, at 7pm at Cleveland Heights City Hall.

A week from this Friday, November 16th, the city will be hosting a giveaway of 150 turkeys for Thanksgiving. The turkeys are provided by 1-888-Ohio-Comp, our workers compensation administrator. I am happy to report that Gesu Church will be assisting in the administration of the turkey giveaway. And turkeys not given away that day will be donated forward to needy families in other communities.

This coming Monday, our city observes Veterans Day. Our city offices will be closed that day. Garbage pickup with be one day later all week.

Agenda Items:

A. Motion to Immediately hold an Executive Session for the Purpose of Discussing Real Estate Matters

Mayor Brennan stated the need to hold an executive session to discuss real estate matters before beginning the regular Council meeting.

MOTION BY MR. SIMS, SECONDED BY MRS. WEISS to enter into Executive Session for the purpose of discussing real estate matters. On roll call, all voted “aye.”

Council entered into Executive Session at 7:24pm.

MOTION BY MR. WISEMAN, SECONDED BY MR. RACH to exit Executive Session and re-enter the Regular Council meeting. On roll call, all voted “aye.”

Regular Council session began at 8:01pm.

B. Ordinance 2018-63 Authorizing the Release of the Lien of Special Assessments Relating to Certain Cleveland-Cuyahoga County Port Authority Special Assessment/Tax Increment Revenue Bonds, Series 2001 (University Heights, Ohio – Public Parking Garage Project) and Cleveland-Cuyahoga County Port Authority Subordinate Tax Increment Revenue Bonds, Series 2001B (University Heights, Ohio – Public Parking Garage Project)

Mayor Brennan stated although this Ordinance has had several readings he didn’t see any need to get ahead of the process. Mayor Brennan noted that there are a lot of pieces in motion and those pieces are not currently in place. This Ordinance will be ready to be approved by Council once everything and all entities are in place.

MOTION BY MR. SIMS, SECONDED BY MR. WISEMAN to table Ordinance 2018-63 Authorizing the Release of the Lien of Special Assessments Relating to Certain Cleveland-Cuyahoga County Port Authority Special Assessment/Tax Increment Revenue Bonds, Series 2001 (University Heights, Ohio – Public Parking Garage Project) and Cleveland-Cuyahoga County Port Authority Subordinate Tax Increment Revenue Bonds, Series 2001B (University Heights, Ohio – Public Parking Garage Project). On roll call, all voted “aye.”
C. Motion to declare 3633 Tullamore Road (PPN 722-05-021) a Public Nuisance

Mr. Brennan stated that 3633 Tullamore received extensive damage from a fire the previous weekend. Mayor Brennan noted that Building Commissioner James McReynolds conducted a brief inspection of the property and read the report. Mr. McReynolds provided regarding the physical condition of 3633 Tullamore. Mr. McReynolds wrote that the dwelling received smoke and fire damaged over the house along with broken windows and holes in the roof. Based on those observations the structure Mr. McReynolds recommends declaring the dwelling a nuisance and uninhabitable.

Mayor Brennan commented that the tenants have begun to look for new homes and aren’t waiting for this house to be rehabbed. Mayor Brennan also stated that it is the City’s understanding that homeowner did not have homeowner insurance so in declaring the property a public nuisance the City’s and community’s interest is protect in the event the homeowner can’t afford or decides not to make the necessary repairs on the house.

Mr. Wiseman remarked that he was in shock that the homeowner did not have insurance on the house. Mr. Wiseman advised he was in favor of declaring this property a nuisance but, going forward it would be appreciated that a written report along with photos are provided to Council for review. Mr. Wiseman added that he was glad that the Administration was moving quickly to make sure the house is taken care of as much as possible.

Mayor Brennan informed everyone that Building Commissioner Mr. McReynolds was on Jury Duty and unable to attend the Council meeting. In order to take pictures of interior of the house the City would have needed to obtain some sort of administrative search warrant from Shaker Municipal Court and since the fire just occurred there’s wasn’t enough time to accomplish that. Mayor Brennan stated that the homeowner was informed that declaring the house a nuisance would be on tonight’s Council agenda and not that the property would be demolished immediately but for the purpose was to protect the health, safety and welfare of the community. This will also give the City the necessary steps for having additional options at its disposal to take down the house if necessary, although that is not the only option.

Mrs. Pardee agreed with Mayor Brennan and stated that she prefers to see houses rehabbed and used as a home but that she also had to think about loan foreclosures, homes that have gone vacant and then needing to be taken down for one reason or another. That particular neighborhood deserves to see that the City Administration is moving with decision and determination and has a plan for this property rather than sitting back.

MOTION BY MRS. PARDEE, SECONDED BY MRS. CAMERON declaring 3633 Tullamore Road (PPN 722-05-021) a Public Nuisance. On roll call, all voted “aye,” except Mr. Sims who “passed.”

D. Approving and Authorizing entering into Contract with Parks Tree Inc. in an amount not to exceed $67,311.00 for the 2018-3 Tree Pruning and Removal Program

Mr. Pokorny reported that bids for the 2018-3 Tree Pruning and Removal Contract were opened on October 26, 2018 and two bids were received. The bids were from Parks Tree Inc. of Eastlake, Ohio $67,311 and from VanCuren Services, Inc. of Newbury $118,200. Noting that they are currently completing contracted work for tree trimming in the Raymont/Washington area, they have also satisfactory completed other work in the city. Mr. Pokorny recommended awarding the contract to Parks Tree Inc. for submitting the best and lowest bid in the amount $67,311.

Mrs. Pardee commented that she had been approached by a resident who’s treelawn tree needed to be pruned but house wasn’t on the list and in speaking with Mr. Pokorny she discovered that nothing could be added to the contract because the motion states not to exceed the bid amount and because the bid list was address specific. Mrs. Pardee asked if additional monies of $5,000 which is about 7.5% of the bid amount could be set aside to allow for situations such as this.

Mr. McConville replied that that would be within Council’s purview to extend the amount of expenditure and give the administration and department some discretion.
Mayor Brennan added that having the ability to add on a few additional things where appropriate would make sense.

Mr. Sims agreed that it was important to set some level of resources to do some things that are outside of the bid. Mr. Sims said he would not want to append the bid because it was a public bid with specific specifications that the bidders responded to. If Council wants to set aside $5,000 it would have to be bid because of the level of the contract. Mr. Sims asked Council to take that into consideration. Mr. Pokorny how many trees are being pruned or removed.

Mr. McConville made note of a concern in the past where you have a $6,000 expenditure here and a $1,000 expenditure there then all of a sudden you have a project. So, if the administration is anticipating that it may have some expenditures related to the work that is done by this company and it was above and beyond what was thought then it brought to Council all at the same time. That way Council knows exactly the amount of money and what it is going towards. The importance of this is not to threat these kinds of expenditures as something that is within the Mayor’s spending authority and that he should just go out and spend the money. If the Mayor already knows that there will be an expenditure occurring, it is best practice and it avoids confusion about whether something consist of six small projects or one large project divided into six pieces.

Mr. McConville stated that any additional work should be outside of what is in the bid – it should be a separate invoice.

Mr. Sims stated that he would be inclined to approve this contract and then approve setting aside funds for tree pruning that doesn’t fall under the contract and then the administration could select who ever they want to perform the work. Ms. Sims said that the contract was bid in a certain way and it was his understanding that it would be improper to change the terms in any way at this stage.

MOTION BY MRS. CAMERON, SECONDED BY MR. RACH to approve and authorize entering into Contract with Parks Tree Inc. in an amount not to exceed $67,311.00 for the 2018-3 Tree Pruning and Removal Program. On roll call, all voted “aye.”

MOTION BY MRS. PARDEE, SECONDED BY MR. SIMS to add to the agenda a motion approving and authorizing setting aside an amount not to exceed $5,000 for additional tree pruning and removal. On roll call, all voted “aye.”

Added Item: Motion approving and authorizing setting aside an amount not to exceed $5,000 for additional tree pruning and removal

There was no additional discussion for this item.

MOTION BY MRS. PARDEE, SECONDED BY MR. SIMS approving and authorizing setting aside an amount not to exceed $5,000 for additional tree pruning and removal. On roll call, all voted “aye.”

E. Resolution 2018-65 Accepting 2018 Bureau of Workers’ Compensation Safety Intervention Grant in the amount of $26,523.18 for Protective Equipment

Fire Chief Perko reported that this Resolution was to accept the grant that the Fire Department received to purchase the power load cot lift system that will be placed in the new ambulance.

Mr. Wiseman asked if the purchase was accounted for in the budget.

Mr. Geoff replied yes.

Mrs. Pardee asked if there was match dollar amount that the City was required to pay.

Chief Perko answered yes and added that this grant is the same as the grant the City received in 2014 for the other power load cot lift system.
MOTION BY MRS. WEISS, SECONDED BY MRS. CAMERON approving Resolution 2018-65 Accepting 2018 Bureau of Workers’ Compensation Safety Intervention Grant in the amount of $26,523.18 for Protective Equipment. Roll call on suspension of the rules, all voted “aye.” Roll call on passage, all voted “aye.”

F. Ordinance 2018-66 Approving Supplemental Appropriations and Authorizing the Transfer of Funds from the General Fund to the Street and Fire Pension Fund (on emergency)

Mr. Geoff explained the reason for each of the transfers. Noting that one of the expenses is for the purchase of three new vehicles for the three new employees for the Housing Department.

Mr. Wiseman asked if in the engineer cost was the $70,000 in addition to the salary that the engineer gets.

Mr. Goffe replied that the $70,000 was in addition to the small stipend salary that the engineer gets. GPD Group which is the firm that our engineer works out of gets paid piece meal by the job. It was that total that exceed what was budgeted by $53,000.

Mr. Wiseman asked what was budgeted for the engineer.

Mr. Goffe said he would have to check.

Mr. Wiseman added that he hopes that in the upcoming budgetary process the figures will be better known.

Mrs. Pardee noted that this Ordinance is cleaning up the book keeping.

Noting the capital improvement fund where it listed $86,523 Mr. Rach asked if that included the three new vehicles (agenda item I) for the Building/Housing Inspectors. Mr. Rach added that he didn’t remember talking about that in the Budget meetings.

Mr. Goffe replied that the vehicles are for the present staffing and as we move forward in creating a Housing Department.

Mr. Rach asked if the additional inspectors were already hired and if so what are they driving.

Mr. Goffe replied that one inspector will start the following week, one inspector had started the previous week and the third will be Patrick Grogan-Myers, who will be acting in an inspector capacity as the head of housing. Mr. Goffe stated that he would prefer to purchase the vehicles now rather than later.

Mr. Rach asked if the inspectors could use their person vehicles until next year and receive mileage.

Mayor Brennan replied that the City could pay the inspectors mileage for using their personal cars, and that is what is being done with the current new inspector. We would prefer that city employees be out in the community with marked city vehicles.

Mrs. Weiss added that she was under the impression that the city would be hiring new inspectors because the rental code was going to be updated and didn’t realize the city had hired the inspector because the rental legislation hasn’t been revised yet.

Mayor Brennan replied that is something that the administration is in devoting to do.

Mrs. Weiss noted that the revenue from the new rental ordinance was to cover the cost of the new additional inspectors, since there is no revenue how will the administration pay the new inspectors?

Mayor Brennan replied that although this is like the chicken and egg situation, but the city in the process of figuring what the cost to operate the housing program; rental inspections in particular but also the other aspects of having a housing program so that the city is in a better position to make sure what it actually cost to run that service. With the hiring of the new inspector Mr. Brown we no longer have to contract out electrical inspections because Mr. Brown has his electrical certification.
Mrs. Weiss asked how much did the outsourcing cost and whether there was money in the budget for the new hires.

Mayor Brennan said he would have to check the outsourcing cost.

Mrs. Pardee stated that it was above what was budgeted.

Mr. Goffe replied the monies for the pay will be an appropriation change later in the year. In terms of outsourcing cost, thus far for 2018, plans examiner $9,000 and plumbing $7,000. The numbers have been higher in other years.

Mrs. Pardee noted that the Mayor has been doing a wonderful job and has done a lot for the City; however, she was very uncomfortable approving a motion to go out for bids for three new vehicles when the financial reports haven’t been seen yet and the budgeting process hasn’t started yet. Mrs. Pardee said she would not be in support of agenda item I and would be asking that that item be tabled because she couldn’t in good conscience approve that right now without more information.

Mrs. Pardee stated that if agenda item I were to be tabled, she would then be willing to pass Ordinance 2018-66.

**MOTION BY MRS. PARDEE, SECONDED BY MRS. CAMERON to approve Ordinance 2018-66 Approving Supplemental Appropriations and Authorizing the Transfer of Funds from the General Fund to the Street and Fire Pension Fund.** Roll call on suspension of the rules, all voted “aye.” Roll call on passage, all voted “aye.” Roll call on suspension of the rules, all voted “aye.” Roll call on passage, all voted “aye.”

G. **Motion Authorizing the Finance Director to enter into a banking services contract with Dollar Bank**

Mr. Geoff reported that he sent out RFP’s to seven local banks: Dollar Bank, Huntington Bank, Key Bank, Citizens Bank, Ohio Savings Bank, PNC Bank and Third Federal Savings and Loan. Of the seven banks three proposals were received back from three banks: Dollar Bank, Huntington Bank and Key Bank. Citizens Bank informed the city that they would not be submitting a proposal. Mr. Geoff noted that currently the City banks with Huntington Bank.

Mr. Geoff stated that a rubric was created to compare the offerings, interest rates, fees and other services of each bank. Based on the figures, the City’s anticipated service needs, the earning potential and overall financial impact Mr. Geoff recommended moving the City’s banking to the Dollar Bank located in University Heights. Dollar Bank will also waive all fees for the first three months of service.

**MOTION BY MRS. PARDEE, SECONDED BY MR. ERTEL Authorizing the Finance Director to enter into a banking services contract with Dollar Bank.** On roll call, all voted “aye.”

H. **Ordinance 2018-67 Authorizing the Mayor to Enter into Contract for Public Health Services with the Cuyahoga County Board of Health for 2019 and 2020**

Mrs. Thomas informed Council that per Ohio Revised Code every city in the State of Ohio is required to provide health services its residents. University Heights contracts with the Cuyahoga County Board of Health for these services. Normally the contract is done annually but this contract will be for 2 years; 2019 and 2020.

**MOTION BY MRS. CAMERON, SECONDED BY MR. SIMS to approve Ordinance 2018-67 Authorizing the Mayor to Enter into a 2 Year Contract for Public Health Services with the Cuyahoga County Board of Health for 2019 and 2020.** Roll call on suspension of the rules, all voted “aye.” Roll call on passage, all voted “aye.”
I. Motion Authorizing the Administration to Seek Bids for Three (3) New Vehicles for Building & Housing Inspectors

There was no additional discussion for this item besides what was discussed under agenda item F.

MOTION BY MRS. PARDEE, SECONDED BY MR. RACH to table Authorizing the Administration to Seek Bids for Three (3) New Vehicles for Building & Housing Inspectors. On roll call, all voted “aye,” excepted Mrs. Cameron who “passed”.

J. Motion to hold an executive session immediately following this regular meeting for the purpose of discussing personnel, legal and real estate matters

Mrs. Pardee stated the need to have an executive session for personnel matters.

MOTION BY MR. SIMS, SECONDED BY MRS. CAMERON to hold an Executive Session for real estate matters. On roll call, all voted “aye.”

Directors’ Reports

Finance Director – James Goffe reported that quotes for the health insurance contract should be ready on Friday. The 2019 draft budget has been given to the Department Heads for review.

Law Director – Luke McConville reported that Ohio Legislative HB 312 requires municipalities to have a credit card use policy and although University Heights has one it will be reviewed, revised and submitted to City Council for approval.

Mrs. Cameron asked Mr. McConville about the legislation for “Citizen United”.

Mr. McConville replied that he will have that legislation ready for Council review at the next City Council meeting.

Police Department - Chief Rodgers reported that historically the Police Department works closely with the community. Chief Rodgers provided the following updates: the department is looking to hire 4 new officers and is in the process of reviewing candidates for that position; the patrol officers and auxiliary police handed out candy on Halloween and the traffic signal on South Green Road in front of Heinen’s will function regularly at all hours during the construction after which the traffic signal will return to flashing after 7pm until the next morning.

Fire Department – Chief Perko reported that there were no injuries to the residents nor employees from the house fire that took place on Tullamore Road. Chief Perko thanked Police Chief Rodgers, the Police Department, Mutual Aid, and the greater community for all of their help. The Fire Department will be finishing up this round of hydrant flushing. The last CPR class will take place on November 29 at the University Heights Library – this is a free class and can accept between 20 to 30 people. Lastly don’t forget to change your smoke and CO2 detector units and/or batteries.

Service Department – Jeff Pokorny reported household/hazardous materials cleanup event went well. Curbside leaf collection is ongoing with the completion of 5 passes thus far. The tree pruning program has started and will continue until the end of December - notices were provided to all affected. Tree planting has also started and will continue the next 2 weeks.

Building Department – Mayor Brennan provided Mr. McReynolds report. Occupancy permits were issued for Blissful Foot Spa in the Cedar Green Shopping Center and for the Green Road liquor store. Mr. McReynolds also reported that Bibibop at Cedar Center has a temporary banner sign up and expect to open later in the month. The rental program has been strengthened by the addition of one inspector who started work on October 29, a new administrative assistant is scheduled to begin on November 19.
City Engineer – Mayor Brennan provided Mr. Ciuni’s report. Bids for the city hall chair lift are prepared, the bids will be accepted in the Clerk’s Office until Monday, November 26, 2018 at 12noon. There will be a walk-thru pre-bid meeting on Tuesday, November 20 at 10am. Bids will be opened at 12noon on November 26.

The Cedar Green crosswalk project is 50% completed, with a completion date of next Tuesday.

The Groveland waterline project is in its final phase. Remaining is connecting each house to the new waterline and removing the temporary hoses. All work should be completed by the end of next week and the street should be restored before Thanksgiving.

Regarding the 2018 Road Improvement Project the contractor is working on finishing up various closeout items, including the restriping of the parking lines in the City Hall parking lot and the Cedar/Taylor Road intersection.

Communications and Civic Engagement - Mike Cook reported: Civic Awards Dinner is Wednesday, November 14th at 6:30pm; the City will be giving out 150 free turkeys on Friday, November 16 at 3pm; he’s working with Susan Drucker on Small Business Saturday program and requested bios from members of Council as well as the Mayor (50 words or less).

Mr. Sims asked Mr. Cook if people are reserving the turkeys and if so did he had any estimate as to how many of the turkeys have been reserved, is the city working with the school system.

Mr. Cook replied that the city wasn’t taking names for the turkeys. The goal is to get the turkeys to people that need then and noted that they will be reaching out to the school system. Any remaining turkeys will be donated to other agencies.

Mr. Wiseman added that he thought it would help to do some reconnaissance first to see if there is a way to find people who really have a need for the turkeys. Working through the school system is a great idea. Mr. Wiseman said he believed that there will be people lined up at the doors for the free turkey whether they are in need or not.

Economic Development - Susan Drucker reported that the economic development pages is up and running on the city’s website. The business directory will be made part of the city’s magazine. By having the directory be part of the magazine instead of printing separately will save about $7,500, extra copies of the magazine will be kept on hand at city hall.

Mrs. Drucker also reported that the Dollar Bank Panel Discussion for small businesses was well attended. Her office is working with Councilman Rach to create a storefront renovation incentive plan for the city and hopes to be able to get a Community Development Grant for seed monies. Lastly, Mrs. Drucker said she attended a zoning conference, this information will help to serve as reference in researching changing the city’s code for mixed use districts and University Square. Mrs. Drucker added that she will be attending a community workshop on November 19 and she will provide information from that workshop at the next Council meeting. Healthy Hair Solutions has filled one of the two empty spots at Silsby Center.

Mrs. Cameron asked Mrs. Drucker to check with Mr. Grogan-Myers about seeking a grant similar to the grant that offer through Future Heights. The grant was a Cleveland Heights grant for leadership.

Community Development – Mayor Brennan provided Mr. Grogan-Myers report as the following. The second CDBG public hearing was held last week. The intention was to apply for monies for a new city hall chair lift but in the interest of time and to ensure that the chair lift would be instead as soon as possible the city will be paying for the chair lift itself. Therefore, the city will apply for a $50,000 to launch storefront renovations.

Working with the city’s interns and departments to consider various vendors to bring GIS to the city. The hope is to have a decision made in the next several weeks to begin mapping data and making it available to the public in early 2019.
Mr. Grogan-Myers is also working with the Building Department to begin a full review of the city’s housing programs in preparation for the creation of a separate Housing Department. The review is expected to take several months.

There were no other director reports.

**Standing Committees**

**Building Committee** – Councilman Wiseman informed everyone that the Committee of the Whole Public meeting on December 5 to hear from residents about the tenant population and to assist the Building Department regarding the Department of Housing and its new hires/inspections/actions.

**Civic Information** – Councilwoman Cameron reported that the City will be asked to support legislation regarding “Citizens on the Move” campaign that was brought to Council’s attention by University Heights resident Scott Watcher. Police and Fire Departments engage in MOU via the Department of Children and Family Services for training in Child Welfare.

**Finance Committee** – Vice Mayor Pardee reported that she attended the Audit exit interview and that the report was good. The first 2019 budget meeting will be Wednesday, November 7 at 7pm.

There were no other committee reports.

**MOTION BY MR. RACH, SECONDED BY MRS. WISEMAN to return to regular session. On roll call, all voted “aye.”**

**MOTION BY MR. WISEMAN, SECONDED BY MRS. CAMERON to adjourn the meeting. On roll call, all voted “aye.”**

There being no further business, the meeting was adjourned.

Michael Dylan Brennan, Mayor

Kelly M. Thomas, Clerk of Council