



University Heights Residential Rubbish and Recycling Collection Survey Report

Cuyahoga County Solid Waste District

PREPARED BY:



COMMISSIONED BY:



TABLE OF CONTENTS

Background and Purpose	3
Methodology.....	3
Results and Discussion.....	4
Conclusions/Observations.....	12
Appendix A: Example of Online Survey	14
Appendix B: Postcard to Residents.....	24
Appendix C: Other/Write-In Comments	25

LIST OF TABLES

Table 1 Qualified Survey Count Compared to Census Data.....	4
Table 2 Question #2 on survey: How many people reside in your household?.....	6
Table 3 Question #4 on survey: Typically, how many blue/clear bags (10-30 gallons) of RECYCLING do you place for collection weekly?.....	6
Table 4 Question #5 on survey: Typically, how many SPECIAL pickups do you request per year?.....	6
Table 5 Question #6 on survey: Do you know what can and cannot be collected for RUBBISH?.....	7
Table 6 Question #7 on survey: Do you know what can and cannot be collected for RECYCLING?.....	7
Table 7 Question #8 on survey: Do you find it important to RECYCLE in your household?.....	7
Table 8 Question #9 on survey: What are STRENGTHS of the current collection system? (select all that apply).....	8
Table 9 Question #10 on survey: What are WEAKNESSES of the current collection system? (select all that apply). 8	
Table 10 Question #10 on survey: Choose your preference for each option below: Options C, D, E, & F costs could be lower if the City receives grant funding for bins/carts. Costs based upon 2022 wages, fuel, equipment, and landfill/processing fees.	9
Table 11 Question #12 on survey: What is your overall preferred collection method?.....	10

LIST OF FIGURES

Figure 1 Survey Data Age Distribution Based on Oldest Reported Age Range	5
Figure 3 Question 12 Survey Distribution	11
Figure 2 Question 12 Weighted Population Distribution.....	11
Figure 4 Survey Data Question 12 Response	11

BACKGROUND AND PURPOSE

The Cuyahoga County Solid Waste District (District) hired RRS to prepare a survey and collect survey results for the City of University Heights solid waste management collection system (current) versus alternative collection systems. The District funded a survey of residents who receive service from the City of University Heights in Ohio. The results of the RRS's survey on the City's rubbish and recycling collection program will enable the administration and Council to objectively evaluate existing systems against alternative collection systems that embrace best practices and industry standards.

METHODOLOGY

RRS, with review by the District and City administration, developed an online survey (Appendix A) to gather data from the City of University Heights residents. The survey focused on the rubbish and recycling collection for residents who receive city collection services. A mailing list was obtained from the City which included addresses by parcel and zoning code. Zoning codes U-1 and U-2 utilize City sanitation services, while zoning codes U-4 (apartments), U-5 (public uses), and U-7 (retail) do not. RRS sent a survey postcard to a total of 4,220 addresses within zoning codes U-1 and U-2. The 2020 census estimated 4,470 households in the City of University Heights with an average of 2.5 persons per household.

A postcard with the link and QR to the online survey (Appendix B) were delivered to the mail house on August 15, 2022. Printer services and postage were contracted through RRS as a part of the contract between RRS and the Cuyahoga County Solid Waste District. The link to the survey was shared on the City's social media platforms (Facebook, Instagram, City E-News, and ReadyNotify). The published closing date for the survey was Friday, September 9, 2022, and the online survey was closed at 11:59pm on Sunday, September 11, 2022.

A total of 1,204 survey submissions were captured by the SurveyMonkey online survey.

- Qualified surveys:
 - 1,018 survey submissions were used in the analysis below.
- Disqualified surveys:
 - 6 survey submissions were removed because addresses reported was not in University Heights: 5 Cleveland Heights, 1 South Euclid.
 - 32 survey submissions were removed because the address reported was not classified as zoning code U-1 or U-2.
 - 132 survey submissions were removed because of multiple survey submissions were from the same reported address. The last survey submission from each address was counted in the analysis.
 - 12 survey submissions were removed because of incomplete survey submissions such as: full address not reported, zero ("0") residents reported, or no ages reported.

A total of 182 survey submissions disqualified were not included in the survey analysis and the data were saved for records.

The following assumptions were identified and undertaken:

- If multiple survey submissions were from the same reported address only the last survey submission from each address was counted in the analysis.

- For purposes of classification, each survey was assigned an age group according to the oldest reported household resident.
- There were no households whose oldest resident was reported in “under 18” category, and the category will not be included in the analysis.
- For the weighted population distribution, a total of 1,178 people representing John Carroll University students living on campus was removed from the 18-34 years-of-age category. This number was obtained from Residence Life at John Carroll University.

RESULTS AND DISCUSSION

The results are shown from the raw survey data, as well as the survey data adjusted with a weighted population distribution to represent the full adult Census population. The City of University Heights had a 2020 census population of 2,904 people in the under 18 years-of-age category, which was not included in this analysis. In Fall of 2022, there were 1,178 John Carroll University students living on campus who do not use the City’s rubbish and recycling collection service. These 1,178 students were removed from the 18-34 years-of-age category and analysis.

The 8,829 total adult Census population is used in the analysis below for the weighted population distribution.

Table 1 Qualified Survey Count Compared to Census Data

Qualified Surveys Submitted	Survey Data				Total
	18-34	35-49	50-64	65+	
Surveys submitted under oldest reported	184	273	246	315	1,018
Percentage of Total	18%	27%	24%	31%	100%
Census Population	Census Population				Total
	18-34	35-49	50-64	65+	
2020 Adult Census Population*	4,661	2,088	1,799	1,459	10,007
Percentage of Total	47%	21%	18%	15%	100%
2020 Adult Census Population* (minus 1,178 from 18-34)	3,483	2,088	1,799	1,459	8,829
Percentage of Total	39%	24%	20%	17%	100%

* Bureau, U. S. C. (2021). American Community Survey S0101 AGE AND SEX. Explore census data. Retrieved September 23, 2022, from <https://data.census.gov/cedsci/table?q=1600000US3978932&tid=ACST5Y2020.S0101>

Figure 1 Survey Data Age Distribution Based on Oldest Reported Age Range

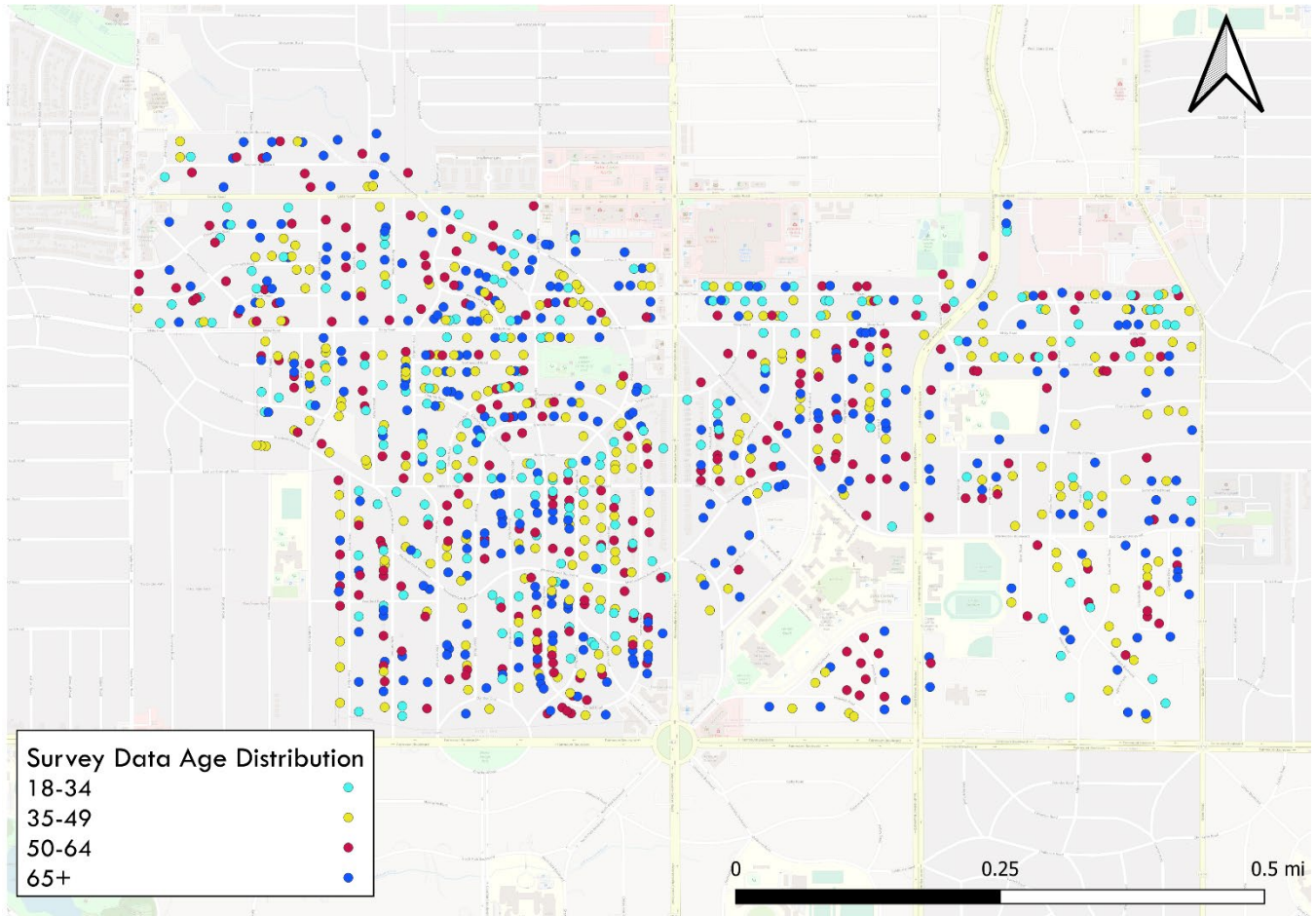


Table 2 Question #2 on survey: How many people reside in your household?

Question #2	Survey Data				Total	%	Weighted Population Distribution				Total	%
	18-34	35-49	50-64	65+			18-34	35-49	50-64	65+		
1	22	26	46	88	182	18%	416	199	336	408	1,359	15%
2	85	70	94	189	438	43%	1,609	535	687	875	3,707	42%
3	32	57	43	27	159	16%	606	436	314	125	1,481	17%
4	25	64	44	7	140	14%	473	489	322	32	1,317	15%
5	10	26	14	3	53	5%	189	199	102	14	504	6%
6	6	15	4	0	25	2%	114	115	29	0	258	3%
7	4	9	1	1	15	1%	76	69	7	5	156	2%
8	0	2	0	0	2	0%	0	15	0	0	15	0%
9	0	4	0	0	4	0%	0	31	0	0	31	0%
Total	184	273	246	315	1,018	100%	3,483	2,088	1,799	1,459	8,829	100%
Percentage	18%	27%	24%	31%	100%		39%	24%	20%	17%	100%	

Table 3 Question #4 on survey: Typically, how many blue/clear bags (10-30 gallons) of RECYCLING do you place for collection weekly?

Question #4	Survey Data				Total	%	Weighted Population Distribution				Total	%
	18-34	35-49	50-64	65+			18-34	35-49	50-64	65+		
1	59	101	122	192	474	47%	1,117	772	892	889	3,671	61%
2	51	64	49	45	209	21%	965	489	358	208	2,022	14%
3	12	30	16	14	72	7%	227	229	117	65	638	4%
4+	6	11	9	2	28	3%	114	84	66	9	273	1%
None	56	67	50	62	235	23%	1,060	512	366	287	2,225	20%
Total	184	273	246	315	1,018	100%	3,483	2,088	1,799	1,459	8,829	100%
Percentage	18%	111%	24%	31%	100%		39%	116%	20%	17%	100%	

Table 4 Question #5 on survey: Typically, how many SPECIAL pickups do you request per year?

Question #5	Survey Data				Total	%	Weighted Population Distribution				Total	%
	18-34	35-49	50-64	65+			18-34	35-49	50-64	65+		
1	54	104	93	119	370	36%	1,022	795	680	551	3,049	38%
2	32	58	34	47	171	17%	606	444	249	218	1,516	15%
3	6	19	20	13	58	6%	114	145	146	60	465	4%
4+	6	8	3	2	19	2%	114	61	22	9	206	1%
None	86	84	96	134	400	39%	1,628	642	702	621	3,593	43%
Total	184	273	246	315	1,018	100%	3,483	2,088	1,799	1,459	8,829	100%
Percentage	18%	111%	24%	31%	100%		39%	116%	20%	17%	100%	

Table 5 Question #6 on survey: Do you know what can and cannot be collected for RUBBISH?

Question #6	Survey Data				Total	%	Weighted Population Distribution				Total	%
	18-34	35-49	50-64	65+			18-34	35-49	50-64	65+		
Yes, I know every item that can or can't be collected	43	91	96	145	375	37%	814	696	702	672	2,884	46%
Somewhat know	112	142	127	142	523	51%	2,120	1,086	929	658	4,793	45%
Somewhat uncertain	15	25	15	23	78	8%	284	191	110	107	691	7%
No, I don't know what can be collected	14	15	8	5	42	4%	265	115	59	23	461	2%
Total	184	273	246	315	1,018	100%	3,483	2,088	1,799	1,459	8,829	100%
Percentage	18%	111%	24%	31%	100%		39%	116%	20%	17%	100%	

Table 6 Question #7 on survey: Do you know what can and cannot be collected for RECYCLING?

Question #7	Survey Data				Total	%	Weighted Population Distribution				Total	%
	18-34	35-49	50-64	65+			18-34	35-49	50-64	65+		
Yes, I know every item that can or can't be collected	45	89	89	139	362	36%	852	681	651	644	2,827	32%
Somewhat know	101	133	126	135	495	49%	1,912	1,017	921	625	4,476	51%
Somewhat uncertain	19	31	19	27	96	9%	360	237	139	125	861	10%
No, I don't know what can be collected	19	20	12	14	65	6%	360	153	88	65	665	8%
Total	184	273	246	315	1,018	100%	3,483	2,088	1,799	1,459	8,829	100%
Percentage	18%	27%	24%	31%	100%		39%	24%	20%	17%	100%	

Table 7 Question #8 on survey: Do you find it important to RECYCLE in your household?

Question #8	Survey Data				Total	%	Weighted Population Distribution				Total	%
	18-34	35-49	50-64	65+			18-34	35-49	50-64	65+		
Very important	113	175	163	212	663	65%	2,139	1,338	1,192	982	5,651	64%
Somewhat important	40	56	36	61	193	19%	757	428	263	283	1,731	20%
Undecided	12	19	24	17	72	7%	227	145	176	79	627	7%
Somewhat unimportant	2	9	11	9	31	3%	38	69	80	42	229	3%
Not important	17	14	12	16	59	6%	322	107	88	74	591	7%
Total	184	273	246	315	1,018	100%	3,483	2,088	1,799	1,459	8,829	100%
Percentage	18%	27%	24%	31%	100%		39%	24%	20%	17%	100%	

Question 9 was a required response. A survey respondent could select more than one answer. There were 1,018 of the 1,018 qualified survey submissions with a total of 3,897 answers.

Table 8 Question #9 on survey: What are STRENGTHS of the current collection system? (select all that apply)

Question #9	Survey Data				Total	Weighted Population Distribution				Total
	18-34	35-49	50-64	65+		18-34	35-49	50-64	65+	
Efficient	51	95	125	199	470	341	225	235	188	990
Convenient	130	211	195	283	819	869	501	367	268	2,005
Safety of City collectors	24	42	55	104	225	160	100	104	98	462
Minimal noise	55	67	72	137	331	368	159	136	130	792
Clutter free tree lawn	91	142	156	234	623	608	337	294	222	1,461
Reliable collection	79	153	160	244	636	528	363	301	231	1,424
Recycling in blue/clear bags	21	56	83	154	314	140	133	156	146	575
Cost of service (paid by City General Fund)	50	79	77	139	345	334	187	145	132	798
Other*	20	35	32	47	134	134	83	60	44	322
Total	521	880	955	1541	3,897	3,483	2,088	1,799	1,459	8,829

*Please see Appendix C for write-in answers directly from surveys.

Question 10 was not a required response. A survey respondent could select more than one answer. There were 745 of the 1,018 qualified survey submissions with a total of 1,600 answers.

Table 9 Question #10 on survey: What are WEAKNESSES of the current collection system? (select all that apply)

Question #10	Survey Data				Total	Weighted Population Distribution				Total
	18-34	35-49	50-64	65+		18-34	35-49	50-64	65+	
Not efficient	66	92	45	31	234	582	337	249	146	1,314
Not convenient	23	24	12	4	63	203	88	66	19	376
Not safe for City collectors	20	38	18	9	85	176	139	100	42	458
Service is noisy	22	38	12	15	87	194	139	66	71	470
City collectors/vehicles in backyard or lack of privacy	41	46	14	11	112	362	169	77	52	659
Missed collection	56	59	33	21	169	494	216	183	99	991
Rate of recycling (currently below average for Cuyahoga communities)	91	131	96	108	426	802	480	531	508	2,322
Cost of service (paid by City General Fund)	38	75	36	29	178	335	275	199	136	946
Other*	38	67	59	82	246	335	245	327	386	1,293
Total	395	570	325	310	1,600	3,483	2,088	1,799	1,459	8,829

*Please see Appendix C for write-in answers directly from surveys.

Question 11 was not a required response. Totals for each option reflect the total number of responses received from the 1,018 qualified survey submissions. Please refer to the following options for Question 11:

- Option A: Current backdoor/side door rubbish manual with backdoor/side door blue/clear bag recycle manual collection. COST per household per month: \$25.49
- Option B: Curbside rubbish manual with curbside blue/clear bag recycling manual collection. COST per household per month: \$22.56
- Option C: Backdoor/side door rubbish manual with curbside recycling manual bin/tote collection. COST per household per month: \$27.34
- Option D: Backdoor/side door rubbish manual with curbside recycling semi-automated wheeled cart collection. COST per household per month: \$27.90
- Option E: Curbside rubbish semi-automated wheeled cart with curbside recycling semi-automated wheeled cart collection. COST per household per month: \$23.92
- Option F: Curbside rubbish automated wheeled cart with curbside recycling automated wheeled cart collection. COST per household per month: \$22.04

Table 10 Question #10 on survey: Choose your preference for each option below: Options C, D, E, & F costs could be lower if the City receives grant funding for bins/carts. Costs based upon 2022 wages, fuel, equipment, and landfill/processing fees.

Question #11	Survey Data				Total	Weighted Population Distribution				Total
	18-34	35-49	50-64	65+		18-34	35-49	50-64	65+	
Option A										
Preferred	62	112	133	186	493	1,393	1,044	1,145	1,052	4,634
Undecided	15	29	21	20	85	337	270	181	113	901
Not Preferred	78	83	55	52	268	1,753	774	473	294	3,294
Total	155	224	209	258	846	3,483	2,088	1,799	1,459	8,829
Option B										
Preferred	13	25	15	23	76	314	243	144	161	862
Undecided	18	31	21	28	98	435	301	202	195	1,134
Not Preferred	113	159	151	158	581	2,733	1,544	1,453	1,103	6,833
Total	144	215	187	209	755	3,483	2,088	1,799	1,459	8,829
Option C										
Preferred	18	25	21	13	77	432	243	204	90	970
Undecided	13	37	25	42	117	312	359	243	292	1,207
Not Preferred	114	153	139	155	561	2,738	1,486	1,352	1,077	6,653
Total	145	215	185	210	755	3,483	2,088	1,799	1,459	8,829
Option D										
Preferred	19	31	20	13	83	456	302	193	91	1,043
Undecided	20	30	26	28	104	480	293	251	196	1,221
Not Preferred	106	153	140	167	566	2,546	1,493	1,354	1,171	6,565
Total	145	214	186	208	753	3,483	2,088	1,799	1,459	8,829
Option E										
Preferred	65	71	38	19	193	1,530	683	366	134	2,712
Undecided	24	40	30	31	125	565	385	289	218	1,457
Not Preferred	59	106	119	157	441	1,388	1,020	1,145	1,107	4,660
Total	148	217	187	207	759	3,483	2,088	1,799	1,459	8,829
Option F										
Preferred	105	125	82	53	365	2,344	1,125	745	358	4,572
Undecided	15	31	19	20	85	335	279	173	135	922
Not Preferred	36	76	97	143	352	804	684	881	966	3,335
Total	156	232	198	216	802	3,483	2,088	1,799	1,459	8,829

Question 12 was not a required response. A survey respondent may select only one answer. There were 911 answers provided by the 1,018 qualified surveys submissions. Please refer to the following options for Question 12:

- Option A: Current backdoor/side door rubbish manual with backdoor/side door blue/clear bag recycle manual collection
- Option B: Curbside rubbish manual with curbside blue/clear bag recycling manual collection
- Option C: Backdoor/side door rubbish manual with curbside recycling manual bin/tote collection
- Option D: Backdoor/side door rubbish manual with curbside recycling semi-automated wheeled cart collection
- Option E: Curbside rubbish semi-automated wheeled cart with curbside recycling semi-automated wheeled cart collection
- Option F: Curbside rubbish automated wheeled cart with curbside recycling automated wheeled cart collection

Table 11 Question #12 on survey: What is your overall preferred collection method?

Question #12	Survey Data				Total	%	Weighted Population Distribution				Total	%
	18-34	35-49	50-64	65+			18-34	35-49	50-64	65+		
Option A: Current backdoor rubbish / Current backdoor recycling	46	81	124	191	442	49%	971	690	1,000	1,002	3,664	42%
Option B: Curbside manual rubbish/ Curbside manual recycling	3	5	6	14	28	3%	63	43	48	73	228	3%
Option C: Current backdoor rubbish/ Curbside Manual recycling	8	14	8	9	39	4%	169	119	65	47	400	5%
Option D: Current backdoor rubbish/ Curbside semi-auto recycling	8	18	3	7	36	4%	169	153	24	37	383	4%
Option E: Semi-auto curbside rubbish/ Semi-auto curbside recycling	21	20	9	6	56	6%	443	170	73	31	718	8%
Option F: Automated curbside rubbish/ Automated curbside recycling	79	107	73	51	310	34%	1,668	912	589	268	3,436	39%
Total	165	245	223	278	911	100%	3,483	2,088	1,799	1,459	8,829	100%
Percentage	18%	27%	24%	31%	100%		39%	24%	20%	17%	100%	

Figure 3 Question 12 Survey Distribution

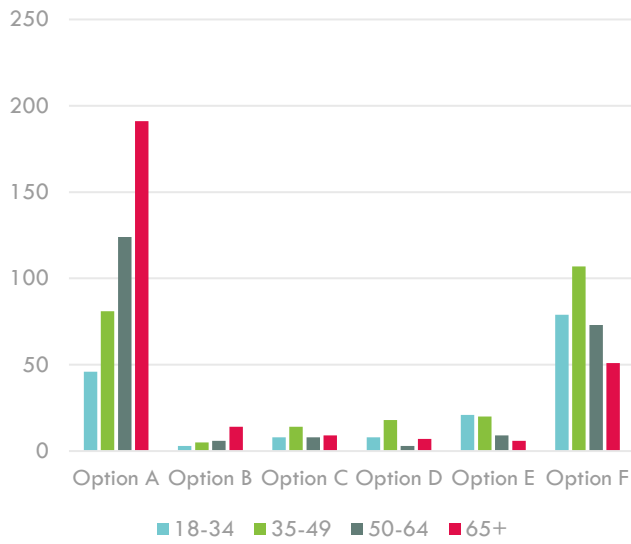


Figure 2 Question 12 Weighted Population Distribution

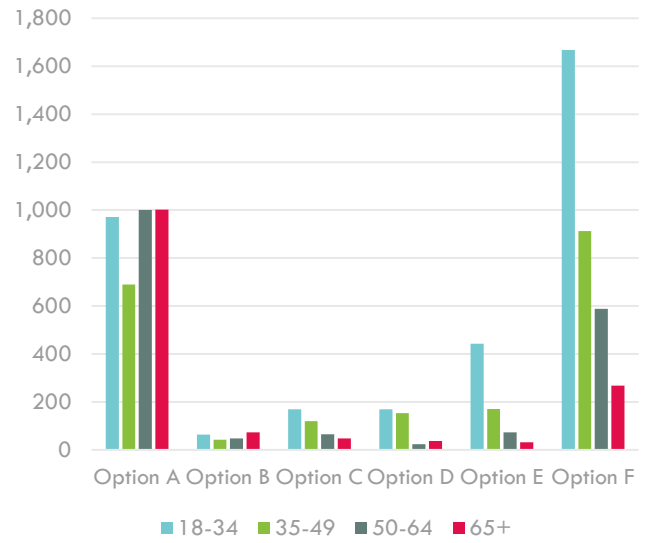
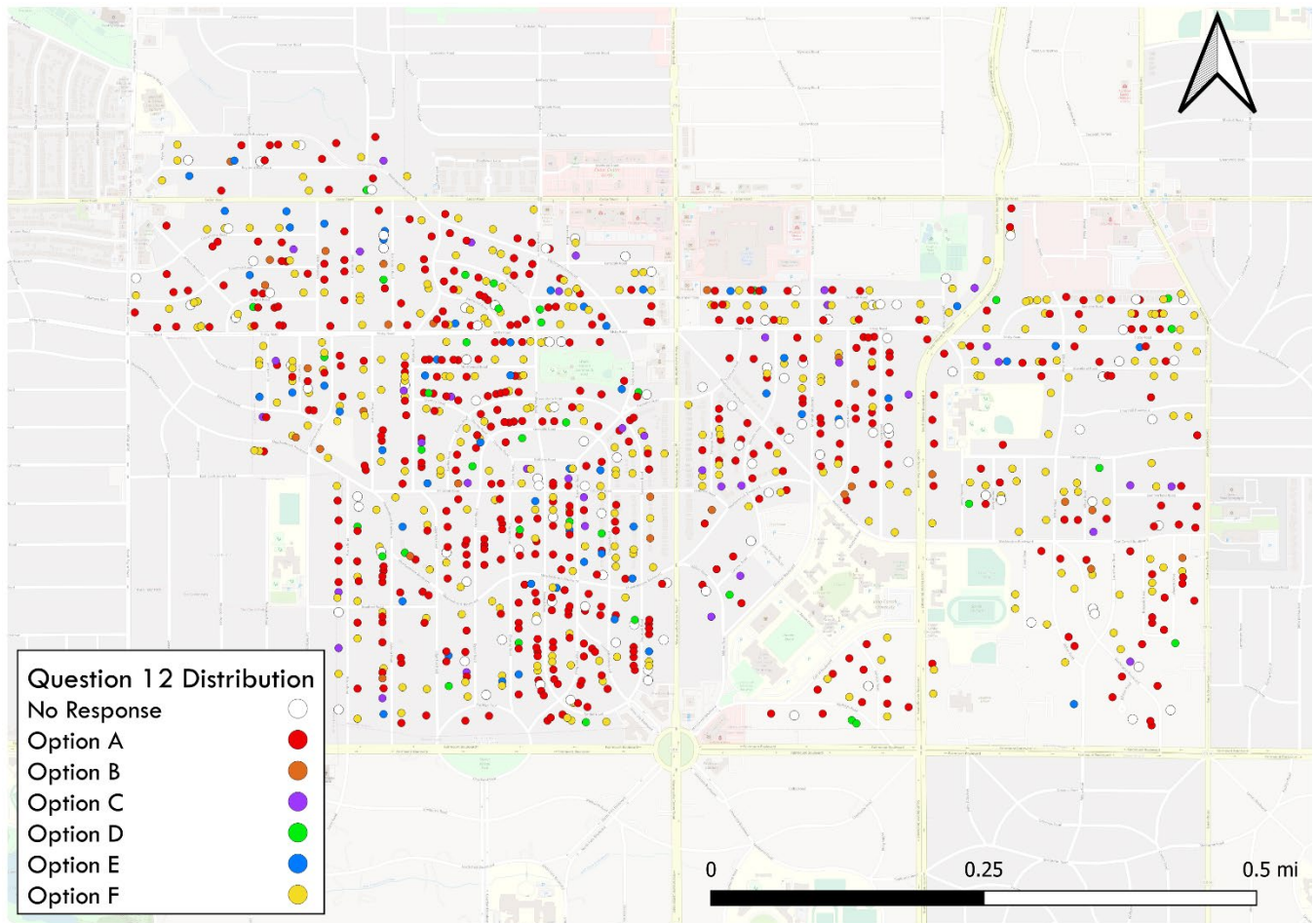


Figure 4 Survey Data Question 12 Response



CONCLUSIONS/OBSERVATIONS

- **Table 1: Qualified Survey Count Compared to Census Data.**
 - Each survey was assigned an age group according to the oldest reported household resident.
 - The 65+ age group is 15% of adult Census population, and 17% of the adjusted 8,829 adult Census population.
 - The survey age category with the highest survey submission rate was the 65+ age group which included 315 survey submissions or 31%. Of the 315 survey submissions, there were 240 survey submissions or 76% which did not have any other age groups listed as residing in the household.
- **Table 2: How many people reside in your household?**
 - The survey submissions reported in the 65+ age category represented the greatest portion of all qualified survey submissions at 31%.
 - A plurality of households have only 2 people residing at 43% followed by 1 person households at 18%.
- **Table 3: Typically, how many blue/clear bags (10-30 gallons) of RECYCLING do you place for collection weekly?**
 - 47% of respondents place one recycling bag for weekly collection while 23% do not place any.
- **Table 4: Typically, how many SPECIAL pickups do you request per year?**
 - 36% of respondents use the City's special pickups request collection once per year while 39% do not use this service.
- **Table 5: Do you know what can and cannot be collected for RUBBISH?**
 - A majority of respondents know what can and cannot be collected for rubbish with 37% reporting "Yes, I know every item that can or can't be collected" and 51% reporting "Somewhat know".
- **Table 6: Do you know what can and cannot be collected for RECYCLING?**
 - A majority of respondents know what can and cannot be collected for recycling with 36% reporting "Yes, I know every item that can or can't be collected" and 49% reporting "Somewhat know".
- **Table 7: Do you find it important to RECYCLE in your household?**
 - Recycling is important to 84% of University Heights residents, with 65% reporting that recycling was "Very important" and 19% reporting it was "Somewhat important".
- **Table 8: What are STRENGTHS of the current collection system?**
 - The required response on Question 9 allowed for the Service Department to receive feedback on strengths of the current program.
 - The top strength was "Convenient"
 - Second strength was "Reliable collection"
 - Third strength was "Clutter free tree lawn"
 - The survey results and individual comments will serve as a guide for the development of future education and outreach programs for rubbish and recycling collection.
- **Table 9: What are WEAKNESSES of the current collection system?**
 - The top weakness was "Rate of recycling (currently below average for Cuyahoga communities)."
 - Second weakness was typed in "Other" comments
 - Third weakness was "Not efficient"
 - The survey results and individual comments will serve as a guide for the development of future education and outreach programs for rubbish and recycling collection.

- **Table 10: Choose your preference for each option.**
 - Most preferred options by years-of-age category follows the trend of options as presented in Question 12 or Table 11.
- **Table 11: What is your overall preferred collection method?**
 - There were 911 answers provided by the 1,018 qualified surveys submissions with 107 or 10.5% which did not provide any response for their collection preference.
 - 51% of qualified survey submissions chose a different method option to the current collection system.
 - Out of the 911 qualified survey submissions, a plurality at 49% was Option A to keep the current collection system. The second highest response at 34% was Option F for a fully automated collection system. The third highest response at 6% was Option E for a semi-automated collection system.
 - 83% of respondents preferred either Option A current collection system or Option F for a fully automated collection system. The remaining options (B, C, D, and E) represented 17% of survey submissions.
 - When placed on a weighted population distribution, 42% chose to keep the current collection method and 58% chose a different method. The leading alternatives were curbside automated collection at 39% followed by curbside semi-automated collection at 8%, and the three remaining methods at 11%.
 - Five out of ten residents preferred a curbside method such as automated, semi-automated, or manual collection (Options F, E, and B).
 - Four out of ten residents preferred the current system with no changes (Option A).
 - One out of ten residents preferred backdoor rubbish collection with changes to recycling either manual or semi-automated curbside collection (Option C and D).

APPENDIX A: EXAMPLE OF ONLINE SURVEY



Welcome to the University Heights Residential Rubbish and Recycling Collection Survey

Please complete by September 9, 2022

The Cuyahoga County Solid Waste District in partnership with Resource Recycling Systems (RRS) is surveying residents regarding rubbish and recycling collection services to gather residents' opinions to assist the City of University Heights in decisions around collection methods, costs, efficiency, and safety.



General Information

* 1. What is your street address?

House Number	<input type="text"/>
Street	<input type="text"/>
(Optional) Apartment/Unit	<input type="text"/>

* 2. How many people reside in your household?

* 3. How many people of these ages are within your household?

Under 18	<input type="text"/>
18-34	<input type="text"/>
35-49	<input type="text"/>
50-64	<input type="text"/>
65+	<input type="text"/>

Current Program

University Heights	2018		2019		2020		2021	
	Tons	%	Tons	%	Tons	%	Tons	%
Landfilled	4,553	74.4%	4,590	70.1%	5,045	71.5%	4,945	64.6%
Recycled	335	5.5%	317	4.8%	352	5.0%	328	4.3%
Composted	1,228	20.1%	1,643	25.1%	1,662	23.5%	2,379	31.1%
Total	6,116	100.0%	6,550	100.0%	7,059	100.0%	7,652	100.0%

* 4. Typically, how many blue/clear bags (10-30 gallons) of RECYCLING do you place for collection weekly?

- 1
- 2
- 3
- 4+
- None

* 5. Typically, how many SPECIAL pickups do you request per year?

- 1
- 2
- 3
- 4+
- None

* 6. Do you know what can and cannot be collected for RUBBISH?

- Yes, I know every item that can or can't be collected
- Somewhat know
- Somewhat uncertain
- No, I don't know what can be collected

* 7. Do you know what can and cannot be collected for RECYCLING?

- Yes, I know every item that can or can't be collected
- Somewhat know
- Somewhat uncertain
- No, I don't know what can be collected

ALUMINUM CUPS: Empty and rinse. No straws.

CANS: Empty and rinse.

CARDBOARD: Empty and flatten.

CARTONS: Empty and rinse. Discard cap in the trash and flatten.

GLASS BOTTLES & JARS: Empty and rinse.

PAPER & BOXES: Flatten cardboard items and cereal boxes to save space.

PLASTIC BOTTLES & JUGS: Empty and rinse. Replace the cap.



* 8. Do you find it important to RECYCLE in your household?

- Very important
- Somewhat important
- Undecided
- Somewhat unimportant
- Not important

* 9. What are STRENGTHS of the current collection system? (select all that apply)

- Efficient
- Convenient
- Safety of City collectors
- Minimal noise
- Clutter free tree lawn
- Reliable collection
- Recycling in blue/clear bags
- Cost of service (paid by City General Fund)
- Other (please specify)

10. What are WEAKNESSES of the current collection system? (select all that apply)

- Not efficient
- Not convenient
- Not safe for City collectors
- Service is noisy
- City collectors/vehicles in backyard or lack of privacy
- Missed collection
- Rate of recycling (currently below average for Cuyahoga communities)
- Cost of service (paid by City General Fund)
- Other (please specify)



Welcome to the University Heights Residential Rubbish and Recycling Collection Survey

Part 2. Program Evaluation

The City is evaluating rubbish/recycling program collection methods and appreciates your opinion on the type of service we could provide to you. Some of these methods require the purchase of wheeled carts in which the City could apply for grant funding in 2023 to supplement funding the program start-up. If residents show interest, a cart involved program could start late 2023/early 2024. Please read all options thoroughly before answering final questions.

COLLECTION OPTIONS:

Option A

Current backdoor/side door rubbish manual with backdoor/side door blue bag recycle manual collection: Current collection system requires 8 employees. Collectors drive up to house with a Kubota collection vehicle, manually place materials in vehicle, and dump rubbish into a rear load packer rubbish truck. Collectors place blue/clear recycling bags on tree lawn for later manual collection into a recycling truck.

Option A Rubbish	Option A Recycling
Resident-provided rubbish container Backdoor/side door rubbish collection	Resident-provided recycling bags Backdoor/side door recycling collection
	

Option B

Curbside rubbish manual with curbside recycling manual collection: This system requires 5 employees. Residents place rubbish containers and blue/clear recycling bags at or near the tree lawn or driveway apron. Collectors manually empty resident-provided rubbish containers and blue/clear recycling bags into separate rear load packer trucks.

Option B Rubbish	Option B Recycling
Resident-provided rubbish container Residents place rubbish at tree lawn	Resident-provided recycling bags Residents place recycling at tree lawn
	

Option C

Backdoor/side door rubbish manual with curbside recycling manual collection: This system requires 9 employees. Collectors drive up to house with a Kubota collection vehicle, manually place rubbish in vehicle, dump rubbish into a rear load packer rubbish truck. Residents place City-provided recycling bin/tote at or near the tree lawn or driveway apron. Collectors manually empty City-provided recycling bin/tote into a recycling truck.

Option C Rubbish	Option C Recycling
Resident-provided rubbish container Backdoor/side door rubbish collection	City-provided recycling bin/tote Residents place recycling at tree lawn
	

Option D

Backdoor/side door rubbish manual with curbside recycling semi-automated collection: This system requires 9 employees. Collectors drive up to house with a Kubota collection vehicle, manually place materials in vehicle, take rubbish to a rear load packer rubbish truck. Residents place City-provided wheeled recycling carts at or near the curb or driveway apron. Collectors manually roll the City-provided wheeled recycling carts to a recycling truck where a tipper mechanism lifts each wheeled cart and dumps recyclables into the recycling truck.

Option D Rubbish	Option D Recycling
Resident-provided rubbish container Backdoor/side door rubbish collection	City-provided wheeled recycling cart Residents place recycling cart at tree lawn
	

Option E

Curbside rubbish semi-automated with curbside recycling semi-automated collection: This system requires 5 employees. Residents place City-provided wheeled rubbish and recycling carts at or near the curb or driveway apron. Collectors manually roll City-provided wheeled rubbish cart to the rear load packer rubbish truck where a tipper mechanism lifts the wheeled cart and dumps the rubbish into the truck. Collectors manually roll the City-provided wheeled recycling cart to the rear load packer recycling truck where a tipper mechanism lifts the wheeled cart and dumps the recyclables into the truck.

Option E Rubbish	Option E Recycling
City-provided wheeled rubbish cart Residents place rubbish cart at tree lawn	City-provided wheeled recycling cart Residents place recycling cart at tree lawn
	

Option F

Curbside rubbish automated with curbside recycling automated collection: This system requires 2 employees. Residents place City-provided wheeled rubbish and recycling carts at or near the tree lawn or driveway apron. One collector drives a rubbish truck and positions the truck adjacent to the City-provided wheeled rubbish cart. The collector operates an articulated lift arm from within the cab, lifts the cart and dumps the rubbish into the packer body. One collector drives a recycling truck and positions the truck adjacent to the City-provided wheeled recycling cart. The collector operates an articulated lift arm from within the cab, lifts the cart and dumps the recycling into the packer body.



* 11. Choose your preference for each option below:

Options C, D, E, & F costs could be lower if the City receives grant funding for bins/carts.
 Costs based upon 2022 wages, fuel, equipment, and landfill/processing fees.

	Not Preferred	Undecided	Preferred
Option A: Current backdoor/side door rubbish manual with backdoor/side door blue/clear bag recycle manual collection COST per household per month: \$25.49	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Option B: Curbside rubbish manual with curbside blue/clear bag recycling manual collection COST per household per month: \$22.56	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Option C: Backdoor/side door rubbish manual with curbside recycling manual bin/tote collection COST per household per month: \$27.34	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Option D: Backdoor/side door rubbish manual with curbside recycling semi-automated wheeled cart collection COST per household per month: \$27.90	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Option E:
Curbside rubbish
semi-automated
wheeled cart with
curbside
recycling semi-
automated
wheeled cart
collection
**COST per
household per
month: \$23.92**



Option F:
Curbside rubbish
automated
wheeled cart with
curbside
recycling
automated
wheeled cart
collection
**COST per
household per
month: \$22.04**




* 12. What is your overall preferred collection method?

- Option A: Current backdoor/side door rubbish manual with backdoor/side door blue/clear bag recycle manual collection
- Option B: Curbside rubbish manual with curbside blue/clear bag recycling manual collection
- Option C: Backdoor/side door rubbish manual with curbside recycling manual bin/tote collection
- Option D: Backdoor/side door rubbish manual with curbside recycling semi-automated wheeled cart collection
- Option E: Curbside rubbish semi-automated wheeled cart with curbside recycling semi-automated wheeled cart collection
- Option F: Curbside rubbish automated wheeled cart with curbside recycling automated wheeled cart collection



APPENDIX B: POSTCARD TO RESIDENTS

Please go to this link to complete survey:
www.surveymonkey.com/r/UHCollectionSurvey
or scan the QR Code



Complete Survey by September 9, 2022

University Heights
Service Department
needs your help to
improve rubbish and
recycling collection
in our city!



Resource Recycling Systems
416 Longshore Drive
Ann Arbor, MI 48105

PRSRT STD
US POSTAGE
PAID
CLEVELAND OH
PERMIT #498



The Cuyahoga County Solid Waste District in partnership with Resource Recycling Systems (RRS) is surveying residents regarding rubbish and recycling collection services to gather residents' opinions to assist the City of University Heights in decisions around collection methods, costs, efficiency, and safety.

Please provide only ONE survey per household.

Please scan QR Code or go to this link to complete survey:
www.surveymonkey.com/r/UHCollectionSurvey

APPENDIX C: OTHER/WRITE-IN COMMENTS

What are STRENGTHS of the current collection system?

All comments are listed exactly as received in survey submissions

- After 50 years in our home, we see no need to change. Other cities w tree lawn end up with trash on lawn and in streets!
- Clutter free tree lawns are NOT a reality in all of Belvoir.
- the system helps frailer people to keep their homes. no dragging of heavy recepticals to curb, especially in winter.
- Perk of living in Univ. Hts.
- Age and health would make tree lawn pick up
- The current system works well for us.
- None
- Unique
- Not a lot of loose litter after garbage day like in CH
- Minimal work on my part. I feel like I'm getting something for the ridiculous taxes here despite the rise in crime. If MDB turns his head to safety of the neighborhood, at least I don't have to drag my garbage to the street. Not having lawns covered in garbage any given day of the week is a bonus as well.
- do not have to haul out front in inclement wearher
- It works well and we have no complaints or desires to change.
- The blue bags fit in the trash cans that fit in the small garage with 2 cars
- Outstanding customer service. Worked throughout the pandemic collecting all garbage, recycling, lawn and leaf. Workers are friendly and ALWAYS wave to the children of the neighborhood who love to see them in the little mini garbage trucks. Last week our freezer broke and instead of waiting until next trash pickup they allowed us to come to the service department to dump our items. This was wonderful since it was hot and our trash pick up was almost a week away.
- None.
- New to neighborhood
- We like our rubbish collectors and do not want them to lose their jobs.
- We are elderly. I am handicapped. Pickup enables to stay in our home of decades
- Should be 10c a return for all cans. Fucking bullshit that is isn't. Michigan has been 10 cents since the 70z
- Doesn't eliminate work opportunities by automating a human residents. Even with their new trash cans my Cleveland Heights neighbors have debris left on trash day. I have watched our trash teams pick up fallen debris in the course of their trash removal. I am grateful for this.
- Not only keeps tree lawn from unsightly trash once a week, it is easier and more convenient for elderly as well as for those who travel frequently and thus can't put trash cans out. Also nowhere to store big trash cans that are used for automated pickup. Definitely one of the perks of living in UH.
- Clean! I've lived where there's curbside pickup from big bins, and it always smelled terrible. Also, my toddler loves to watch the trash truck when it comes up our driveway.
- EXTREMELY COMPETENT AND RELIABLE!

What are **STRENGTHS** of the current collection system?

All comments are listed exactly as received in survey submissions

- Very liable service.
- I like the current system very much and do not want to see trash on the tree lawns.
- Simplicity of plan is convenient to taxpayers.
- easier in winter especially for long driveways and seniors
- Absolutely no strength. It's awful.
- It's great!
- Safety for resident
- Not a big fan of it.
- Litter reduction (as opposed to bags on treelawns or loose items in bins)
- Garbage cans aren't littering front lawns all day. UGLY!
- not requiring dragging anything to curb especially during winter
- My safety in the winter when driveway is icy
- Ability to use the type,size,etc. garbage container we prefer within set guidelines.
- i dont recycle so dont know
- Back yard pickups
- Garbage can be more easily picked up in the winter; Huge containers in single lane driveway are impractical and likely thrown over by speeding plows
- Resident safety
- None of the above
- The fact that collection exists
- None. I have lived in many locales and this is the strangest and least efficient system I've seen
- Keeps neighborhoods uncluttered, VERY IMPORTANT
- Punctual
- Keeps workers employed
- None. There are no positive aspects of the current system.
- Clutter free off the lawns is extremely important to me and my family
- Don't have to move to curb/tree lawn
- It is a perk for living in UH
- Don't have to cart containers out to curb in snow and ice
- Excellent service to offer to residents. Extremely happy
- N/a
- I don't have to haul heavy trash to the curb.
- Most important to me is minimal noise as I do not want the city to go to automated collection. My sister has that in Parma and it sound like a 747 is landing in the streets and this noise goes on all morning
- Cans not left out to blow in street from tree lawn
- I love having someone come up my drive - very convenient
- Safety of Residents
- No cans in the street being swerved around
- Not requiring moving barrels to the street
- Job security for young employees

What are STRENGTHS of the current collection system?

All comments are listed exactly as received in survey submissions

- Better for ALL seniors!!
- don't have to drag garbage cans down steep driveway (big hill)
- Not convenient
- Like they collect behind the house!!!!
- Ease of placement
- Good for elderly people without a driveway gate
- For the high taxes we pay it's about the only "perk" we have.
- Easier for us on collection day
- Safety! Not having to drag bins up and down ice covered driveway
- I have paid for this service over the years.
- None. It is inefficient, costly, results in litter throughout the city, and results in us having a significantly lower rate of recycling than other municipalities in the area
- Don't have to worry about collection when traveling.
- not unsightly
- Aaa
- None-it's a ridiculous antiquated system
- It is the best service we have in UH. I don't trust that any savings from alternatives would actually save taxpayers money - mayor or council would just find new things to spend it on. I also don't believe recycling is a reason to change - people currently have access to recycling if they choose
- Safety for homeowners, cleaner process
- Helpful for seniors and disabled residents
- No barrels, bags easily put out in the back of the house, especially in winter
- I do not see any.
- Safety of elderly avoiding trudging wheeled wheeled containers down/back elevated &/or snow covered driveways..
- Necessary for our house
- I don't recycle through university heights... I bring my recycling elsewhere
- Unsure as I am a new resident
- Flexibility (if you miss a pickup)
- Nice to have
- Nothing
- Pickup in backyard, friendliness of collectors
- Very stressful and messy
- No strengths
- Don't have to drag large container to curb, would not be able to do that and would likely stop recycling completely because woupd mean dragging 2 containers
- Nothing
- Convenience of not lugging trash through snow and rain to curb
- Back yard pickup
- I just don't care about this issue and I don't know why this mayor has made trash collection his #1 issue.

What are **STRENGTHS** of the current collection system?

All comments are listed exactly as received in survey submissions

- It's a horrible system overall
- No maximum bags
- Safe in the winter months when there is ice.
- Everything I put out is taken, even if it's too much to fit in my cans, even if I miss putting items out, they come back to get it
- Do not have to move containers especially in winter
- i have one bag every few weeks. I dont need a huge bucket to be picked up every week
- Very convenient
- its very cumbersome. Just give us bins for trash and recycling. Every other town has them
- Trash cans can be stored in our garage (keeps away raccoons/pests)
- Great for those who have physical disabilities and the elderly
- I see no strengths.
- There aren't any..
- Able to collect rubbish when you're out of town
- Safety of home owner/renter
- I take my trash to the front because I have a dog and keep my backyard lock. I don't use the current system
- Great staff. Fast.
- makes city unique, rare city service
- I don't have to see my neighbors trash!!!
- I don't see a strength
- Don't like look of plastic bins, looks cheap. Actually don't use bins at all, just put bags/cardboard out
- None, this is embarrassing.
- It is not quiet.
- it works really well for me!
- Convenience of special pickups, 2) Jewish holiday pickups, 3) Safety of city workers
- Doesn't clog roads
- Physically safe for householder
- safety for household, no slipping on ice trying to out trash out on curb and easier for senior citizen to put out trash right in front of house

What are WEAKNESSES of the current collection system?

All comments are listed exactly as received in survey submissions

- People not putting trash cans back after pick up
- None. I'm frustrated at the idea of not getting as good of service for paying the same taxes. But I also DEFINITELY DO NOT want increased taxes. The tax rate is the ONLY REASON we consider leaving University Hts. Im frustrated that our city leadership has not budgeted wisely and has put us in such a position. Like anyone, the city should have been saving some money for when the time came that new trash vehicles would be needed (as in the situation now).
- None
- there are no downsides
- blue bags create trouble for the MERF and cost citizens more
- Compost food waste as an option
- I often have parts of my garbage that are left. I have no clue why
- Trash cans need to be larger.
- We really don't find any weaknesses for us.
- None!
- Need to find way to make residents secure garbage from vermin entry and also from wafting about due to insecure packing
- yard waste not always picked up on tree lawn
- Wish it was like Lyndhurst service
- We don't have recycling bins, I'm not sure where I'd put my cans if I got a fence.
- No negatives
- limitations on size of trash cans allowed to be used
- currently the back yard pick up is very convenient, and it keeps the front yards and tree lawns clutter free of trash and garbage cans. cost is always a factor, but w/high taxes it's a great bennifet espically for the older residents!
- There is nothing wrong with the present system
- I like the current trash collection method
- Unsure why some items are collected and some are not
- I'd rather have a large bin for recycling and not have to break everything down into a blue bag.
- Plastic bags for recycling
- confusion, what is recycleable
- Cans left on tree lawn
- na
- Many residents have 6+ garbage cans and do not pay extra. Waste is blown out of loose garbage onto lawns and streets.
- Many people on Belvoir still put trash cans on tree lawns even with current system
- The lack of support to Service Workers from City Hall. Missed collections happen but are quickly remedied by calling the service department. Rate of recycling doesn't fall solely on the collection system. Individuals must want to recycle and know how to recycle. City leaders can lead by example and recycle paper/cardboard at city hall and aluminum cans at fire station.
- not advertised enough or often. There should also be a phone number for questions.
- that you have to buy blue recycling bags to recycle.

What are WEAKNESSES of the current collection system?

All comments are listed exactly as received in survey submissions

- All good at present. Just leave already.
- No weaknesses, we are very satisfied with the current service
- Having to find buy blue bags
- Usually leave loose garbage on lawn/driveway. Why do we need to use more plastic bags when trying to recycle? A recycling bin is better
- It is more costly for the city in the longterm but, we are one of the few inner ring suburbs with no block grant funds available to residents for property upkeep. Therefore, maintaining this service is the least thing to be provided to residents.
- I really don't know
- Hard for family members to remember what can and can't be recycled
- From a customer standpoint I don't see any weakness, from business operations city cost a factor?
- Don't like to have to provide garbage cans, or bag recycling
- Putting bins out for collectors blocks my driveway
- All is well.
- Don't always collect all that is put it or when they spill they don't pick it up.
- We wish that it was not necessary to pay for a special pickup and have to arrange it ahead of time
- Blue bag system does not work, as recycling centers reject many bags.
- They sometimes drop items and don't go back. It has happened several times on our street
- Current system is terrible. Garbage can sizes are too small. Garbage cans end up filthy bc garbage isn't properly disposed of during collection. Trash ends up all over lawn, and garbage storage areas. Collection should be automated arms just like neighboring cities in beachwood south Euclid lyndhurst. Current system is AWFUL.
- I find trash littered all over my lawn and my neighbors after collection day. Some times they just don't even take my trash, which doesn't make any sense because I'm not over the weight limit or anything. And they often don't make sure to empty the bin(s) fully so sometimes there's still trash in my bins after they've collected it.
- I have watched numerous times of many blue bags going into the back of the rubbish truck.
- Not everyone participates
- I did not even know that recycling was an option
- WE NEED BINS!! Animals get into bags put outside before trash day.
- Many residents like unsure how to recycle properly. I didnt know to use a blue bag before.
- I have no complaints at this time
- requires bags for recycling when bags are less available (grocery stores eliminating)
- Trying to eliminate a service that is important to residents. We are not a big city. For example, We lack a recreation center which our border cities all have yet our taxes are the same or more than those city. This has become the only feature that we have and to eliminate this will completely diminish our brand. The city will look dirty with trash cans out front and neighbors who are unable or will forget to take them back. The goal is to be a tree lined neighborhood not a trash can lined neighborhood. I think you got the answer from the first survey please quit sending surveys that reword questions in an effort to confuse folks and then they select that they care about a feature such as cost of service or workers safety and you use those responses to justify changing the process. Come on now just do the right thing. This can't be a big issue.
- Mayor is a moron
- Blue bags are difficult to find in stores
- The city should supply recycling bins/totes and do away with customer-purchased blue bags

What are WEAKNESSES of the current collection system?

All comments are listed exactly as received in survey submissions

- they put all the recycle bags on my property sometimes and that is annoying
- N/a
- Bagging recycling is redundant. Would prefer a separate recycling can (like CH) to put our recyclables in.
- Our car was hit by city collectors
- No provided uniform waste containers, so trash bags/containers left on tree lawn does not look good & does not always stay contained if bags are ripped or torn into by wildlife
- Bins would be preferred as in other counties (Lake, etc.)
- Cardboard boxes that are flat can't all fit in the blue bags. There should be a way not to have to put the cardboard boxes in bags.
- This is a rubbish-related comment, but for the very high taxes we pay, the city should furnish us garbage and recycling cans, just as Cleveland Hts. does.
- Use of plastic bags for recycling
- Compares poorly with nearby cities, e.g. S Euclid, Beechwood, Lyndhurst
- Will damage property and not take responsibility
- Never take anything larger. Any city I ever lived in took all garbage, atleast offered a large trash pick-up day
- None that I know
- Weight limit
- I used to live in beachwood, you can throw whatever you want in the cans and they are picked up and emptied. Here when it is heavy you just leave it? The current system is poor, lazy and inefficient
- Ppl who put their cans out a day or two early on the tree lawn BOO. ALSO ppl who put bagged trash on the ground and not in cans. And ppl who don't put kids on their cans which attracts rodents skunks and raccoons.
- Special pickup policy is limiting
- None
- Unless I put my rubbish on the tree lawn, it isn't always collected
- Large pile of blue bags sitting on my tree lawn waiting to be collected for hours.
- Having to bag recycling creates additional waste, andNot all plastics are considered recyclable
- Small bin size is extremely inconvenient for families
- none noted by me
- When special pickups are not collected in a reasonable amount of time and I think people should be directed not to put trash on the tree lawns!!
- Rules not enforced - neighbors leave trash on tree lawn for weeks
- I like it
- Sometimes they throw our blue bag in with the trash which is mist annoying
- Uncertain as to how successful and efficient our current recycling service is
- adding blue plastic bags to the trash; concerned that cardboard is going into the trash not recycling
- Not environmentally friendly, all of the blue bags. Also, I'm one of the houses where they pile all the bags on the tree lawn, which leaves broken glass on my sidewalk/driveway sometimes
- No weakness
- Bringing cardboard and paper items to city hall, which is not really conducive/convenient. This is more about the county's lack of commitment to recycling. We moved here from the Baltimore suburbs, which had a countywide dropoff for bulk items, etc

What are WEAKNESSES of the current collection system?

All comments are listed exactly as received in survey submissions

- several years ago my car, parked in my driveway was rear-ended by the garbage cart causing \$2500 in damage
- None that I care about.
- Garbage often left in cans
- Has worked fine for for over 40 years
- no downside has ever been encountered
- Have to pay more because of the plastic bags
- Every house has many trash bags sitting at end of drive . Does not look cleanly.
- Use of blue bag it's silly. Distribute Trashcans instead like Beachwood
- Blue bags not preferred by processing centers
- It's personal for me, not knowing what time to have my driveway clear or gate open. We have a dog.
- Sometimes clear blue recycling bags get tossed and not recycled
- How does rubbish collection effect recycling by processors?
- I find no weakness in the current system
- Need to change the recycle bag to a different method
- I see no weaknesses, only benefits for the homeowner (especially the elderly) Past administrations have been able to provide this service. Losing it now will be one more blow to the quality of life in UH.
- The recycling program is inefficient. We should have a machine that lifts and dumps the trash so collectors don't have to do it. So much trash along Warrensville.
- Our cans aren't large and animals knock over our cans and destroy trash bags. It's also inconvenient to have to bag everything you put in your can.
- None really
- having to tie up cardboard in bundles can be a challenge
- They should not have the volume so loud on their earpieces/headphones that they cannot hear well when spoken to.....i.e. a faun was hit by a car and settled in my yard to rest along the side of my driveway in the bushes. I could not yell loud enough at 20' for him to hear me asking him to stop. he came inches from the faun and I then gave the gentleman a piece of my mind. No one reading this cares but at least someone knows.
- I've had numerous missed pickups/partial pickups
- Recycling is dumped on our front tree lawn by the collection employees, and then taken away after. Not all pieces are always taken away, so we are always finding bits of recycle material in our grass.
- No negative comments
- Sometimes items fall off the cart
- Blue bags are wasteful and a pain to buy
- That we must recycle in blue bags.
- Seems to take too long and waste of money for trucks to be sitting on the side on the road waiting to be dumped into from the golf carts.
- Need more than one (1) collection day per week, especially in hot summer.
- Uncertain how much is truly recycled
- City collectors repeatedly collect recycles and throw in trash
- Larger boxes don't fit in blue bags, take these to recycling center at least twice a month. Annoying to navigate back there if garbage men are on premises or if fire trucks or ambulances are leaving the garage.
- Homeowner is expected to provide our own bins and recycling bags. City should offer one special pickup week per month.

What are WEAKNESSES of the current collection system?

All comments are listed exactly as received in survey submissions

- Blue bags for recycling increase waste
- Cuts in what can be recycled Bins would not add to plastic problem as the bags do
- recycling needs to be loose ie requires changes
- Archaic and NOT a reason to move here. Buggy drivers are Temp employees and NOT union.
- Not sure if card and paper is really recycled
- Some residents do not use cans with lids, which invites critters and refuse picked up by wind.
- Recycling bins are needed
- Lack of communication of why something wasn't collected
- Leave debris behind after they have collected trash
- Collection details are unclear
- Loose trash bin lids get lost often.
- Current system works.
- I hate the backyard service. I have a driveway gate and dogs so I have to drag the trash outside of my gate in multiple small, unwheeled trash cans that then block my driveway. We have a recycle trash bin that we got from the previous owner and I believe our recycling is just being trashed.
- Having to be sure driveway is clear on collection days
- Very difficult to recycle cardboard - I end up dropping it at City Hall collection bin. Very difficult to do bulk pickup - you prepay and then who knows when they will actually pick it up.
- Limited recycling and have to drop off my own cardboard due to frequent shipments.
- Everything
- None for this family.
- I hate filling the blue bags
- None. It works fine
- None! I love what we've got now.
- Trash left over in treelawns is common (torn bags, animals get into open trash bins, etc.)
- I don't have any negatives
- It apparently drives the mayor crazy and distracts our city from more important business. Just leave our garbage pick up alone!
- I see no downside to the current process
- When they won't take certain things and they just leave them behind, then the next week they'll take them but often starts to smell or animals get in it which has to be cleaned up in the meantime
- no weaknesses
- There are none .. don't fix what isn't broken
- I would like to have pickup more than once a week
- trash does not get picked up if contractor happens to be in the driveway
- City collectors place tons of bags in our tree lawn during collection day and always end up leaving scraps of trash/recycling we have to clean up afterwards
- Blue recycling bags are not environmentally friendly
- They don't close garbage cover after emptying it
- It's a highly unnecessary service that increases the already INSANE amount of taxes due to live here.
- The collectors always leave other people's recycling bags on our lawn, for many hours
- Focuses city workers away from other important tasks that need to be completed
- Bag waste for recycling - should be loose in a bin
- Seniors/the elderly are saved from moving wheeled containers through the snow!

What are WEAKNESSES of the current collection system?

All comments are listed exactly as received in survey submissions

- Year-end leaf collection is spotty.
- None
- I'm a newer resident but honestly this system seems ridiculous
- The scooters only help people with driveways that go behind the house - they drive up and go to your cans. But those of us with short driveways that end at the house, if they don't see the cans, they don't bother driving up to look for them.
- Large pile of recycling in the tree lawns during collection process
- Do not want to use bags for recycling and yard waste.
- bags are thrown away, very wasteful
- I'd appreciate a recycling bin vs having to purchase and waste plastic bags
- Truck spends over an hour on my street aggregating recycle bags and creating noise the entire time.
- I'm extremely happy with the current system
- Messy leaves garbage cans messy strewn not neat
- Having to move all of our cars
- Have no issues with current system
- Pretty sure The Flintstones had better trash pick up then our city
- Not picking up all trash
- The lack of education on what can and can't be recycled. The lack of knowledge by residents on how to dispose of furniture pieces. The use of the word rubbish. Just call it what it is, trash.
- No weaknesses. Very happy with current mode of operation.
- Bad for the environment
- The City is sooooo concerned about trash and recycling. Why don't they figure out how to not have the highest property taxes in the state instead?! Worry about things that matter. Not housekeeping.
- Use of blue plastic bags!
- No weaknesses
- Large items (cardboard boxes) do not fit in blue bags
- A lot of trash seems to fall out of the truck
- Animals getting into trash and littering the streets
- Cost of blue bags
- Wish they would come twice a week or we could have bigger bins
- Use of the blue bags for collection, most programs specify do not use bags such as University Heights system.
- Sometimes if we have a small bag in our trash can it gets left behind which is frustrating
- Restrictions on size of containers
- Wish for more frequent standard garbage pickup
- I wish the city would provide roller carts (one for rubbish, another for recycling). Placing just bags outside, or containers that are not raccoon proof makes the city look trashy. I have never lived in a community where you just place trashbags on the lawn, there were always roller bins provided (cleaner, animal proof due to heaviness of lid). We just moved here and the last people had requested a special pick up and it took over a week for the city to come get it and they had left food in bags which were subsequently torn open and strewn about by animals.
- judgment by workers as to whether bag qualifies
- Pests - use of bigger bags means I take trash out less often and deal with gnats/flyes inside.
- There's nothing I don't like about it

What are WEAKNESSES of the current collection system?

All comments are listed exactly as received in survey submissions

- no weakness It works well
- Cost and additional waste of bags for recycling.
- Current system is effective
- Recycling should be in container not in bag. Rather not spend money to recycle
- Blue bags plastic waste
- Outdated
- Recycling requires special blue bags
- When neighbors forget to put out their garbage
- Leaving the recycling on peoples lawns is embarrassing. Trash always spills when they dump from the carts into the trucks. Trash looks messy because of the mix of cans and loose bags.
- It is easier to put trash out on the tree lawn Wednesday morning. We recycle elsewhere.
- Never a clutter free tree lawn. They make such a mess. They also don't collect our Heinen's bags as recyclable (when we ONLY place recyclables in the blue Heinen's bags)
- Having to take cardboard to the service center myself since there is no room on the current collection carts, and then finding people dumping trash or furniture in the recycling container
- Nothing... it's great!
- None - Satisfied
- I don't recycle because of the uncertainty of items actually being recycled.
- Many citizens do not know the rules or simply disregard them when putting out their trash or cleaning up after animals or weather have caused a disruption.
- They broke my lid, leave trash behind, make a mess
- Like it just like it is.
- None of the above
- I did not know the city composts at all. Would like to know the details about this please.
- Nothing
- Unmaintained vehicles leave oil spots on driveway. If vehicle blocks drive on the street not belonging to our home our garbage was uncollected.
- we need less expensive employees and more contractors



August 22, 2022

Dear: Fiscal Officer

Attached is the Tax Rate Resolution for tax year 2022.

Please adopt the tax rates for your subdivision and E-mail a signed Tax Rate Resolution to our office by September 30, 2022.

Feel free to contact the Budget Commission if you have any questions or concerns.

Thank you,

Sincerely,

A handwritten signature in blue ink, appearing to read "Bryan Dunn".

Bryan Dunn, Administrator

Cuyahoga County Budget Commission

Resolution 2022-49

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY FISCAL OFFICER

(CITY COUNCIL)
Revised Code, Secs. 5705.34-5705.35

The Council of the City of University Heights, Cuyahoga
County, Ohio, met in **Regular** session on the **19th** day of **September**
(Regular Or Special)
2022, at the office of _____ with the following members
present:

Mr./Mrs. _____ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously
adopted a Tax Budget for the next succeeding fiscal year commencing January 1st,

2023; and

WHEREAS, The Budget Commission of Cuyahoga County, Ohio, has
certified its action thereon to this Council together with an estimate by the County Fiscal Officer of the rate
of each tax necessary to be levied by this Council, and what part thereof is without, and what part
within the ten mill tax limitation; therefore, be it

RESOLVED, By the Council of the City of University Heights,

Cuyahoga County, Ohio, that the amounts and rates, as determined
by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said City the rate
of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET
COMMISSION AND COUNTY FISCAL OFFICER'S ESTIMATED TAX RATES

FUND	Amount to Be Derived from Levies Outside 10 M. Limitation	Amount Approved by Budget Commission inside 10 M. Limitation	County Fiscal Officer's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
	Column II	Column IV	V	VI
General Fund			2.55	8.45
General Bond Retirement Fund				0.70
Police Pension			0.75	
Park Fund				
Recreation Fund				
Fire Pension Fund			0.75	
TOTAL	\$0	\$0	4.05	9.15

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be Levied	Co. Fiscal Officer Est. of Yield of Levy (Carry to Schedule A, Column II)
GENERAL FUND:		
Current Expense Levy authorized by voters on _____ for not to exceed _____ years.	,20	
Current Expense Levy authorized by voters on _____ for not to exceed _____ years.	,20	
Total General Fund outside 10m. Limitation.		
Park Fund: Levy authorized by voters on _____ for not to exceed _____ years.	,20	
Recreation Fund: Levy authorized by voters on _____ for not to exceed _____ years.	,20	
Fund: Levy authorized by voters on _____ for not to exceed _____ years.		
Fund: Levy authorized by voters on _____ for not to exceed _____ years.	,20	
Fund: Levy authorized by voters on _____ for not to exceed _____ years.	,20	
Fund: Levy authorized by voters on _____ for not to exceed _____ years.	,20	

and be it further
RESOLVED, That the Clerk of this Council be and he is hereby directed to certify a copy of this
 Resolution to the Fiscal Officer of said County.

Mr./Mrs. _____ seconded the Resolution and the roll being called

upon its adoption the vote resulted as follows:

Mr./Mrs. _____

Mr./Mrs. _____

Mr./Mrs. _____

Adopted the _____ day of _____, 20____

Attest:

 President of Council

 Clerk of Council

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio, _____ County, ss.

I, **Kelly M. Thomas**, Clerk of the Council of the City

of _____ within and for said County, and in whose custody the Files
and Records of said Council are required by the Laws of the State of Ohio to be kept, do hereby
certify that the foregoing is taken and copied from the original **Resolution 2022-49**

now on file, that the foregoing has been compared by me with said original document,
and that the same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, 20____

Clerk of Council

No. **Resolution 2022-49**

COUNCIL OF THE CITY OF

University Heights

Cuyahoga County, Ohio.

RESOLUTION
ACCEPTING THE AMOUNTS AND RATES
AS DETERMINED BY THE BUDGET
COMMISSION AND AUTHORIZING THE
NECESSARY TAX LEVIES AND CERTIFYING
THEM TO THE COUNTY FISCAL OFFICER

(City Council)

Adopted _____, 20 ____

Clerk of Council

Filed _____, 20 ____

County Fiscal Officer

By _____
Deputy



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24

REQUEST FOR PROPOSALS
INFORMATION TECHNOLOGY (IT) MANAGED SERVICES FOR
THE CITY OF UNIVERSITY HEIGHTS

Sealed submissions responsive to this Request for Proposals, plainly marked: “RFP IT Managed Services for City of University Heights” on the outside of the mailing envelope, addressed to the City of University Heights, Clerk of Council, 2300 Warrensville Center Road, University Heights, OH 44118 will be accepted until 12:00 p.m. on December 9, 2022.

The City is interested in receiving proposals from qualified information technology firms specializing in comprehensive managed services. Ideally, the City prefers firms with some familiarity with a municipal environment however will entertain a company or companies that can supply specific needs in the requested IT areas. Such providers should be able to provide responsive, high-quality services that are specific to the criteria listed or can show strengths in all criteria.

The City seeks to hire a vendor to provide a comprehensive team capable of enhancing the current City infrastructure, cybersecurity, business systems, promote resiliency, ensure a maximum return on its technology-related investments, and run daily operations.

Please submit all questions in writing to Michael Dylan Brennan, Mayor of the City of University Heights, info@universityheights.com.

The City of University Heights reserves the right to reject any or all submissions, to proceed or not with any proposal or process, and to negotiate such terms and conditions of any proposal, agreement, lease, or other contract that may be in the best interest of the City.

The City reserves the right to terminate or amend this process at any time.

25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73

A. SUMMARY OF THE CITY’S OBJECTIVES

The City of University Heights is pleased to invite qualified Information Technology (IT) Service Providers to assist with IT related functions that are to include both the Migration into the Cloud Service (Tasks 1 to 4 below) and the Subsequent Routine Maintenance, Service and User Support (the remaining tasks below):

Migration into the Cloud Services

1. Assess the scopes and feasibility of migrating as many as possible currently in-house services to the cloud.
2. Plan and Execute such a migration.
3. Plan and Execute the transition to a new phone services in collaboration with the City, possibly with VoIP as backbone.
4. Plan and Execute the migration of the current accounting and payroll system from VIP Analytics to VIP Cloud or to a Virtual Server running in the Cloud, whichever better facilitates longterm maintenance and is more cost effective. This shall be done with close cooperation with the Finance Director of the City.

Subsequent Routine Maintenance, Service and User Support

5. Endpoint and Printer Management and Backup
6. Server Management and Backup
7. Network Maintenance & Monitoring,
8. Helpdesk support and on-site support,
9. Cyber Security,
10. Vendor Management,
11. Network Architecture and Design
12. Microsoft Office License Management

The City currently uses a hybrid in-house/outsourced approach to implement these services. Working knowledge and experience with municipal operations is preferred; the City currently uses approximately 3 applications to supports its operations, including but not limited to: Microsoft Office 365; Adobe Creative Clouds; Microsoft Exchange, as well as a number of legacy applications, such as VIP Analytics accounting and payroll system.

The current firm providing managed services to the City supplies on-site personnel, as needed, to respond to daily network and user needs. The preferred vendor will provide comprehensive support and expertise needed to ensure the City’s information technology systems enable municipal operations daily, as well as providing overall guidance for network enhancements and future growth. Proven diagnosis and assessment capabilities, expert technical skills, availability, and strong customer service are required.

Regular communication, collaboration and coordination with the City’s Mayor and Council IT representative is critical to the success of the chosen vendor. Preferred vendors must be able to illustrate experience working in dynamic, high-paced environments, including strategies used to ensure work is properly coordinated and deployed.

Proposals will be evaluated on all qualification criteria, including cost.

74 The ideal vendor will resolve computer systems and network issues in accordance with standards and
75 acceptable maintenance and support benchmarks. The successful vendor will be expected to organize
76 Help Desk service calls efficiently and to ensure that there is NO significant computer downtime during
77 normal working hours, generally 8:00 a.m. to 4:30 p.m., Monday through Friday, in addition to 24-
78 hour operations for Public Safety. The vendor is expected to report on status of technology issues and
79 communicate effectively with City departments on a quarterly basis.

80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116

B. BACKGROUND INFORMATION

The City of University Heights provides municipal services to approximately 13,914 residents and is located about 10 miles east of Cleveland, Ohio. Home to John Carroll University, University Heights is an urban suburb that celebrates diversity. Our community’s mosaic is replete with educational and religious institutions, walkable neighborhoods, local eateries, shopping and nearby amenities, offering residents the opportunity to build a life by design, find their forever homes and plant roots.

The City currently uses a hybrid in-house/outsourced approach to implement management and development of its information technology resources. Working knowledge and experience with municipal operations is preferred. Additionally, experience in Public Safety Systems and Criminal Justice Information Systems (CJIS) Security Policy preferred. This experience can be noted in the response.

The City depends upon a technology infrastructure that provides information technology services across 3 locations on a single campus and include essential and emergency response functions that require 24/7 service such as Police, Fire, and Community Services. These locations are connected via the Breezeline (formerly WOW!) network. The City also owns and operates several point-to-point wireless connections. Additionally, the City currently provides multiple independent business functions that collect significant customer payments through various payment gateways and point of sale locations, including annual multi-million-dollar operations.

The City is currently relying upon a single vendor to provide day-to-day operational and long-term development support for the bulk of its information technology needs. With the ongoing technology changes, the City is open to working with more vendors who can specialize in one area even if they do not have Municipal knowledge.

Current IT set up is vendor supplied on-call IT support personnel who are dedicated to IT services with remote Help Desk and network monitoring and maintenance provided during regular business hours.

The City seeks a firm or firms that has the technical expertise, breadth of experience, and availability to support its information technology needs in a municipal organization, and provide advice to guide its critical infrastructure, security, and software decisions into the future.

117
118
119

C. SCOPE OF WORK

120

The scope of services is intended to ensure proper operation of the City’s networked computer system, equipment, and related network infrastructure and business systems. It is anticipated to include, but not be limited to the following:

124

1. ENDPOINT AND PRINTER MANAGEMENT

126

The City maintains 9 Desktops, 20 Laptops and about 50 Mobile Devices (Tablets and Smartphones) in various locations throughout the City. The City is requiring the following for endpoints:

130

- Inventory Control & Reporting
- Warranty Management
- Asset Tracking
- Purchasing new computers and peripherals and advising on specs related to purchases
- Setting up new computers for users with a wide variety of needs
- Patching and compliance for Operating Systems and Installed Applications
- Mobile Device Management
- Endpoint Encryption
- Anti-virus & Anti-malware management and remediation
- Security Policy Management
- Sensitive Data Tracking
- Remote Monitoring of hardware and software for errors, warnings, or non-compliance
- Installation and maintenance of UPS units
- Troubleshoot printer/scanning issues; interface with vendors to coordinate repairs

131

132

133

134

135

136

137

138

139

140

141

142

143

144

2. SERVER MANAGEMENT

146

The City currently hosts 1 physical and 6 virtual servers; most of these servers are in the City Hall server room, with some servers located in off-site locations. The physical server is rented from the current IT contractor.

The scope of work includes, but is not limited to:

151

- Inventory Control & Reporting
- Warranty Management
- Asset Tracking
- Patching and compliance for Operating Systems and Installed Applications
- Endpoint Encryption for offsite servers
- Anti-virus & Anti-malware management and remediation
- Security Policy Management

152

153

154

155

156

157

- 158
- 159
- 160
- 161 • Remote Monitoring of hardware and software for errors, warnings, or non-compliance.
- 162 • Firewall Monitoring and Management
- 163 • Off-site backup storage & Disaster Recovery of City’s data and applications
- 164 • Management of City’s Servers
- 165

166 3. NETWORK MAINTENANCE AND MONITORING

167

168 The City has a relatively small network that spans 3 closely located buildings, with a core switch
169 located in City Hall. The City also finds itself relying more heavily on wireless technologies as
170 time goes on. This network and wireless technology are mission critical and needs to be monitored
171 24/7/365. 24/7 Hour support with a 1-hour SLA is required for all network related outages.

172 The scope of work includes, but is not limited to:

- 173 • Inventory Control & Reporting
- 174 • Warranty Management
- 175 • Asset Tracking
- 176 • Patching and compliance for Operating Systems, appliance upgrades and all network
177 equipment including firewalls, switching, routing and wireless infrastructure
- 178 • Security Policy Management
- 179 • Remote Monitoring of hardware for errors, warnings, or non-compliance
- 180 • Monthly change control reporting
- 181 • Monthly reporting on configuration backup
- 182

183 4. HELP DESK SUPPORT AND ON-SITE SUPPORT

184

185 The City supports about 100 End Users. The vendor is expected to provide SLA-based, remote
186 support in administering to the City’s IT needs. Onsite is expected when required to support the city.
187 This includes end user support and training, department level systems and capital needs planning,
188 and input into major system enhancements. Vendor will participate collaboratively with various
189 departments to fulfill service needs and will make recommendations for future purchasing and
190 technology upgrades when advisable. Personnel providing services under this contract resulting from
191 the RFP must be fully qualified to perform the required work.

192 Help Desk Support Remote must include:

- 193 • Service Call Tracking
- 194 • Monthly reports on problems, issues, affected users, problem categories
- 195 • Application and operating system help desk services

196

- 197 • Guidance and user support pertaining to proper use of city applications and systems
- 198 • Guidance and user support pertaining to proper response to security concerns such
- 199 as websites, emails, and application behavior.
- 200 • Construction of a knowledge base of Support Resolutions and Instructional How-To
- 201 articles. The platform housing this data, and the data within the platform shall be
- 202 owned by the City.
- 203 • Support during Business Hours: Support during business hours must include on-site
- 204 support as well as phone or remote support as needed to meet the requirements below.
- 205 Business Hours are Mondays through Friday from 7:00 a.m. until 5:30 p.m. City
- 206 Holidays are excluded.
- 207 • Provide after-hours emergency support to the needs of Department and Division's
- 208 routinely operating outside normal business hours (Police, Fire, Utilities, Maintenance
- 209 and Recreation).
- 210 • Support staff available to assist in user training and orientation on the first day of
- 211 any newly hired City Employee.
- 212 • Support of City Hall Employees by 7:30 a.m. each morning.
- 213 • Support for basic phone problems.
- 214 • Support to trouble shoot basic network issues with the use of the City's remote
- 215 monitoring system.
- 216 • Support should have a good understanding of all the Internet connections and
- 217 providers.
- 218 • Support to rollout new computers/laptops
- 219 • Support to rollout replacement switches
- 220 • Support for reviewing cyber security logs
- 221 • Support for reviewing current IT Management systems (Switches, Network,
- 222 Wi-Fi)
- 223 • Support staff will report to Mayor Michael Dylan Brennan

224

225 5. CYBER SECURITY

226

227 The City has deployed a robust, multilayered approach to security-focused technologies: DNS
 228 Security, Anti-malware software deployed to all Endpoints, Anti- virus & Security software
 229 deployed to Servers, and Endpoints.

- 230 • Monitoring & Management of the existing DNS Security.
- 231 • Monitoring & Management of the existing/or vendor provided Anti-malware System.
- 232 • Monitoring & Management of the existing/or vendor Anti-virus and Security system.

233

- Provide standard Anti-virus software, and management of said software to all end point devices.

236

237 6. VENDOR MANAGEMENT

238

239 The City hosts various municipal vendor software applications that require a resource to become
 240 proficient in supporting the application’s internal operations (application subject matter experts).
 241 The City also works with several vendors providing services to the City that fall under the scope of
 242 IT Management. The successful firm will be required:

- To meet with all City application vendors, as needed.
- To work with vendors in jointly resolving issues or problems with vendor supplied software and to schedule updates and upgrades to provided services.
- Monitor vendor provided services and proactively reach out to vendors when and if those services stop working.
- To create and curate a Knowledge Base of Problem Resolution and How-To documentation for all line of business applications and for all vendor provided services. The city shall retain this information in the event of a severance of services by provider at a future date.

251

252 7. NETWORK ARCHITECTURE AND DESIGN

253

254 The City’s network architecture (components, technologies, etc.) and design (layout and organization)
 255 must evolve to meet several larger objectives and long-term goals in our unique environment(s). The
 256 Mayor and City Council or designee will work closely with the selected vendor to discuss, design,
 257 develop, and implement various improvements regarding network topologies, hosting, services,
 258 security, redundancy, and disaster recovery (DR). This is in response to the requirements for continuity
 259 of operations for critical government operation during various types of disaster events.

- These include natural disasters, technological, biological, nuclear, or other situations where the city government needs to function days, weeks, or months in a state where one or more facilities are off-line or disconnected from the main network.
- Help design and plan for new technologies, network upgrades, and evolving security standards, and assist current City IT resources implement evolutions to the current network up to an architecture that supports more redundancy and overall, less dependence on any one physical location.
- Plan for strategic improvements regarding hosting, services, data storage, security, and the DR issues discussed above.
- Help plan testing of DR operations on a regular schedule.

270

271 8. SUPPORT OF BUSINESS APPLICATIONS/SOFTWARE

272

273 The City relies on business applications to provide services for a significantly diverse business
 274 functions (examples: recreation programs, facility rentals, water and wastewater utilities, infrastructure
 275 management, communications, human resources, payroll, finance, etc.). Departments will work with
 276 the selected vendor to ensure business applications are implemented efficiently, cost effectively, and
 277 reliably.

278

279 Management of these diversion business applications includes but is not limited to:

280

- 281 • Software updates and installation
- 282 • Coordination with third party software vendors to resolve

283

284 **9. Service Levels and Expected Response and Resolution Time**

285

286 The City expects the IT support service firm to meet the following service levels and targeted response

287 and resolution time for critical services interruption and help desk ticket resolution.

288

Service Level	Response Time	Resolution Time
Critical (essential city functions interrupted, or multiple system/multiple users affected, no workaround)	One Hour Response	90% resolved within 4 hours
High (important city functions interrupted, single system/single user affected, no workaround)	Two hour response	90% resolved within 8 hours.
Normal (important city function suffer performance issue, single system/single user performance issue, important feature requests)	Four hour response	75% resolved within 16 business hours
Low (minor performance issue, routine feature requests.)	One business day response	75% resolved within a week

289

290

291

292

D. SUBMITTAL CONTENT REQUIREMENTS

293
294

295 Proposers should address each component of the scope of work, indicating how they meet the
296 minimum standards set forth therein, and demonstrating how their personnel, experience, and
297 expertise can best fulfill the City’s specific needs.

298 The City will take into consideration the requirements for each topic, and the City’s desire to move
299 from reactive support model.

300 Submittal requirements are intended to enable the City to make an objective comparison of each
301 proposal, and to select a partner or partners that best meets the City’s stated objectives.

302 The selected partner or partners will be expected to execute a services agreement with the City
303 immediately following selection.

304
305

1. COVER LETTER

306
307

308 The cover letter is the proposer’s official letter transmitting the complete proposal to the City.
309 The cover letter must include:

- 310 • The full name and address of the proposer’s organization(s).
- 311 • The state of incorporation or in which it is licensed to operate
- 312 • The form of business, and the name and contact information for your organization or
313 team for this proposal.
- 314 • A concise statement indicating whether the proposer is prepared to supply all services
315 set forth in the Scope of Work or only some. State clearly which sections of the Scope
316 of Work are included in your proposal with reference to the numbering above.

317 If the proposer consists of a team or joint venture, an authorized representative of each of the
318 participating organizations is required to sign the letter. Respondents must include a chart or diagram
319 explaining the intended form and structure of any proposed partnership or joint venture.

320
321

2. COMPANY PROFILE

322
323

324 Please provide detailed information regarding the proposer’s company, including:

- 325 • Organizational structure
- 326 • Number and tenure of all employees, including key staff that will fulfill
327 services contained in this proposal
- 328 • A list of personnel certifications (including those held by key staff)
- 329 • A list of the number of full-time personnel qualified to support each element of the
330 scope of services (e.g., cybersecurity, 1 FTE)
- 331 • Total number of current clients
- 332 • Total number of current municipal clients

333

- 334 • A list of three current references (including contact information) with similar
335 networks. These networks do not need to be city or municipal networks.
- 336 • Financial information – the city may elect after reviewing proposals to ask for
337 financial information, to be submitted confidentially, from vendors to ensure
338 financial resources and stability prior to further consideration.
339

340 **3. PROJECT NARRATIVE**

341

342 Provide a detailed narrative description of your approach to each component of the Scope of
343 Work. Information to be provided should include experience with the task, quality and experience
344 of specific personnel proposed to fulfill each respective function (include resumes), project
345 management skills and quality control strategies, and estimated cost/range of cost options, by
346 task. The proposal should identify the personnel that will be dedicated specifically to supporting
347 the City of University Heights and the shared resources that will be provided by the vendor, but
348 not solely dedicated to the City.

349 The City seeks IT support services that are responsive, reliable, proactive, and forward-looking,
350 while maximizing cost effectiveness.

351

352

353 **4. COST OF SERVICES**

354

355

356 For the three transitions to the Cloud Services, the City anticipates one time cost upon the
357 satisfactory completion of the services.

358

359 For the subsequent maintenance service, the City anticipates entering a monthly cost for services
360 engagement, with a minimum term of one year; the City will also consider a multiple-year term if
361 advantageous to the City. Please provide a total monthly fee and associated breakdown by task.
362 For the Help Desk/On-site Support Scope, please break down your proposed fee for each element
363 separately (e.g., on-site support should be a stand-alone item).

364 While the City requests this contract be all inclusive, it recognizes that there may be instances
365 where services may exceed those considered in a basic monthly scope of work. Please provide
366 your firm’s opinion on what types of services might fall into this category and provide appropriate
367 pricing – examples could include: site visits outside of prescheduled visits; after hours, emergency
368 response visits; additional discounts for multi-year agreements; other special circumstances.

369 Cost proposals shall be submitted in a separate, sealed envelope labeled “Cost Proposal,” and
370 summarized on the attached RFQ-Bid-Sheet.

371
372
373
374

E. SUBMITTAL PROCESS

375
376

377 Two (2) hard copies and 1 electronic copy (on a thumb drive) of the proposal must be delivered
378 to the address indicated above by **December 9, 2022, by 12:00 p.m.** Late proposals will not be
379 opened. Proposers are encouraged to avoid the use of synthetic report covers and partitions. The
380 Cost Proposal shall be submitted in a separate sealed envelope, clearly marked, with the proposal.

381
382
383
384

F. SELECTION PROCESS

385
386

387 Proposals will be evaluated according to the following criteria:

- 388 • Responsiveness to submission requirements
- 389 • Comparable managed services experience
- 390 • Strength of entity members/completeness of the team
- 391 • Understanding the goals and direction set forth as expressed in the Scope of
392 Work and through the interview process
- 393 • Staffing capacity
- 394 • The extent to which the overall proposal meets or is likely to meet the
395 City's objectives, as outlined in Scope of Work

396

397 The City may select one or more entities to interview; the selected firms will be expected to present
398 the proposal, and respond to questions. Interviews will be a factor in the overall qualitative
399 evaluation of Proposals. In addition, the City reserves the right to make a site visit to the proposer's
400 place of business as part of its interview process.

401
402

403

G. ADDITIONAL INFORMATION, RFP TIMELINE AND CITY RESERVATION OF RIGHTS

404

405

406 All requests for additional information and/or questions should be directed, in writing, to Michael
 407 Dylan Brennan, Mayor of the City of University Heights, info@universityheights.com by no later
 408 than **October 28, 2022 at 4:30 p.m.**

409

410

411

412 **RFP Timeline**

RFP EVENTS	DATE/TIME
Issuance of RFP/Legal Notice	Tuesday, October 13, 2022
Deadline for Formal Proposal Questions	Friday, October 28, 2022, 4:30 p.m.
Pre-proposal Meeting and City's Response to Proposal Questions (details to be posted to City website at universityheights.com)	Friday, November 4, 2022, 1:00 p.m.
Proposal Submission Deadline/Demonstration	Friday, December 9, 2022, Noon
Interviews and Evaluation Period	Through January 27, 2023
Notification of Selected Vendor	By January 27, 2023
Presentation of Selection to City Council	February 6, 2023
Award of Proposal and Contract Execution	Within 45 days of council approval

413

414

415

416

417 The City reserves the right to undertake such investigation as it deems necessary to evaluate the
 418 proposers and to evaluate its submittal.

419 The City reserves the right to request additional information as part of this selection process.

420

421 The City of University Heights also reserves the right to reject any or all submissions, to waive
 422 technical or legal deficiencies, to proceed or not with any proposal or process, and to negotiate such
 423 terms and conditions of any proposal, including cost, or contract that may be in the best interest of
 424 the City.

425

426 The City reserves the right to terminate or amend this process at any time.

Bid Sheet for RFP of the City of University Heights

Task to be Completed	Estimate of Cost	Estimate of Time to Completion
Plan and Execute the Migration of Accounting, Payroll and Payment to the Cloud	\$	
Assessment of the Rest of IT services for Migration to the Cloud, Execution of the Migration	\$	
Research, Plan and Execute the Transition to a New Phone Service	\$	
Total Expenses and Time to Completion for Cloud and Phone Migrations	\$	
Subsequent Routine Maintenance, Updating, Backup and Cybersecurity	\$ per month	N/A

Note: in the **fourth** row, right column, please enter the estimate by what time **all** three tasks in columns above, carried out concurrently, are to be completed.



Starfish Computer
 Phone: 440-808-0468
 Fax: 440-808-0470
 24831 Lorain Road
 North Olmsted, OH 44070

Quote
 No.: **12716**
 Date: **9/21/2022**

Prepared for:
 Michael D Brennan (216) 932-7800
 City of University Heights
 2300 Warrensville Center Road
 University Hts., Ohio 44118

Prepared by: Patrick Hanrahan
 Account No.: 12849
 Phone: (216) 932-7800

Quantity	Description	UOM	Sell	Total
Emergency Support and Service through 12/31/2022				
Quantity of 3 is for months October, November, and December				
Emergency Support and Service				
3.00	20-Hour Block of AdHoc Network Support Services	HR	\$3,100.00	\$9,300.00
Spam Filter				
3.00	Spam Filter Monthly Services	EA	\$270.00	\$810.00
Server, Desktop Patching, Monitoring and Antivirus				
3.00	Server, Desktop Patching, Monitoring and Antivirus for 35 Desktops - Monthly Service	EA	\$780.00	\$2,340.00
Loaner Switch and Server				
3.00	Starfish Computer Loaner Switch and Server Montly Utilization	EA	\$300.00	\$900.00
Backup/Disaster Recovery - Device is Property of Starfish Computer Corporation				
3.00	Backup Disaster Recovery Monthly Service	EA	\$1,100.00	\$3,300.00
Hybrid Cloud Backup				
Bare Metal Restore				
Advanced File Level Restore				
Inverse Chain Technology				
Instant On-Site Virtualization				
Instant Off-site Virtualization				
Screenshot Backup Verification				
Message Level Exchange Recovery				
CAPACITY				
Storage Capacity 6000GB (3000GB Usable)				
CLOUD				
Capacity 1 Year Data Retention				
Dual Bi-Coastal US Based SAS70 Rated Data Centers				

Your Price: **\$16,650.00**

Total: **\$16,650.00**

Prices are firm until 10/12/2022

Terms:

Prepared by: Patrick Hanrahan, phanrahan@starfishcomputer.com

Date: 9/21/2022

Accepted by: _____

Date : _____

Quote

No.: **12716**

Date: 9/21/2022

Disclaimer

Prices are subject to change, error and availability. Prices do not include shipping and handling, if any. Return Policy: Returned parts will be charged a 20% restocking fee. Returns must be made within in 30 days of our order date. Special order parts are non-returnable.

Please fax signed quote to 440-808-0470 or email to sales@starfishcomputer.com so that your order can be placed. Thank you for your business.

ORDINANCE NO. 2022-54

INTRODUCED BY: Mayor Michael Dylan Brennan

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A THIRD ADDENDUM PROFESSIONAL SERVICES AGREEMENT BETWEEN UNIVERSITY HEIGHTS AND SAFE BUILT OHIO, LLC AND DECLARING AN EMERGENCY

WHEREAS, the City of University Heights and SAFEbuilt Ohio, LLC (hereinafter the “Parties”) entered into a Professional Services Agreement (Agreement), by which both Parties established the terms and conditions for service delivery on March 04, 2021; and

WHEREAS, on March 04, 2021, the Parties instituted First Addendum to the Agreement to allow for Consultant to use Citizenserve provided by the City; and

WHEREAS, on July 22, 2021, the Parties instituted Second Addendum to the Agreement to include code enforcement services and associated fee; and

WHEREAS, on August 16, 2021, the Parties instituted Amendment One to the Agreement to add rental and point of sale inspection services and associated fee; and

WHEREAS, the Parties hereto now desire to amend the Agreement as set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, COUNTY OF CUYAHOGA, AND STATE OF OHIO, THAT:

Section 1. The City is desirous of having SAFEbuilt Ohio, LLC provide additional professional services to include Architectural Review Board and Board of Zoning Appeals Administrative Coordinator services.

Section 2. Council hereby and authorizes and directs the Mayor to enter into the Third Addendum Professional Services Agreement, a copy of which is attached hereto as Exhibit A and which is incorporated herein by reference as if fully rewritten.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including the requirements of Section 121.22 of the Ohio Revised Code.

Section 4. This Ordinance is declared to be an emergency measure necessary for the preservation of the public peace, safety, health and welfare of the citizens of the City of University Heights, the emergency being the need to provide additional professional services to the Architectural Review Board and Board of Zoning Appeals as soon as possible. It shall therefore become effective upon its passage by the affirmative vote of not less than five (5) members of Council and approval of the Mayor; otherwise it shall become effective at the earliest time allowed by law.

City of University Heights, Ohio

Michael Dylan Brennan, Mayor

Passed: _____

Attest: _____
Kelly M. Thomas, Clerk of Council

Approved
as to form: _____
Luke F. McConville, Law Director

**THIRD ADDENDUM
PROFESSIONAL SERVICES AGREEMENT
BETWEEN CITY OF UNIVERSITY HEIGHTS, OHIO
AND SAFEbuilt OHIO, LLC**

This Addendum is entered into to amend the Professional Services Agreement previously entered into on March 04, 2021, by and between City of University Heights, Ohio, (Municipality) and SAFEbuilt Ohio, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, (Consultant). Municipality and Consultant shall be jointly referred to as the “Parties”.

Addendum Effective Date: Addendum shall be effective the 1st (first) day of the month following full execution by both Parties.

RECITALS AND REPRESENTATIONS

Parties entered into a Professional Services Agreement (Agreement), by which both Parties established the terms and conditions for service delivery on March 04, 2021; and

On March 04, 2021, Parties instituted First Addendum to the Agreement to allow for Consultant to use Citizenseve provided by the City; and

On July 22, 2021, Parties instituted Second Addendum to the Agreement to include code enforcement services and associated fee; and

On August 16, 2021, Parties instituted Amendment One to the Agreement to add rental and point of sale inspection services and associated fee; and

Parties hereto now desire to amend the Agreement as set forth herein; and

NOW, THEREFORE

Agreement is hereby amended as set forth below:

1. Agreement, Exhibit A - List of Services and Fee Schedule is hereby amended to include ARB Administrative Coordinator Service (Architectural Board of Review) and BZA Administrative Coordinator Service (Building Zoning Appeals Board) as follows:

ARB Administrative Coordinator Service (Architectural Board of Review)

- ✓ As-needed door-to-door delivery of notices/amendments etc. related to scheduled meetings
- ✓ Create monthly public notices for meetings and forward to City for web-site Vendor processing
- ✓ Post monthly meeting public notices on exterior sign as provided by the City and forward to City for web-site Vendor processing
 - Same process for Cancellations
- ✓ Collect applications and process from intake to issuance or referral back to the City
- ✓ Ensure applicant compliance to application processes
- ✓ Notify applicants of meeting date and time
- ✓ Process packets and distribute to architects serving on the Board
- ✓ Create meeting agendas
 - Works with City web-site vendor for posting of agendas on City’s website
 - Works with City staff to satisfy on-going FOIAs and supply other interested parties with copies of agendas as directed by City
- ✓ Attend meetings, take and transcribe meeting minutes
- ✓ Ensure applicants are compliant with Board findings and determinations upon intake of building application
- ✓ Ensure project compliance with the aid of the Building Inspector

BZA Administrative Coordinator Service (Building Zoning Appeals Board)

- ✓ Mailing via US Postal Service or as-needed door-to-door delivery of notices/amendments etc. related to scheduled meetings
- ✓ Coordinate with Clerk of the Council to aide in creating master public notices for annual meeting schedule and forward to City for web-site Vendor processing
- ✓ Post monthly meeting public notices on exterior sign as provided by the City and forward to City for web-site Vendor processing
 - Same process for Cancellations
- ✓ Collect applications and process from intake to issuance or referral back to the City
- ✓ Ensure applicant compliance to application processes
- ✓ Notify applicants of meeting date and time
- ✓ Process packets and distributes to BZA members
- ✓ Create meeting agendas
 - Works with City web-site vendor for posting of agendas on City's website
 - Works with City staff to satisfy on-going FOIAs and supply other interested parties with copies of agendas as directed by City
- ✓ Attend meetings only in the absence of the Building Official (who is expected to be present for every BZA meeting); it is understood that the City has no expectation of the coordinator to answer building code-related questions


2. Agreement, Exhibit A, 3. Fee Schedule shall include ARB Administrative Coordinator Service (Architectural Board of Review) and BZA Administrative Coordinator Service (Building Zoning Appeals Board) at the following rate. All other provisions of Exhibit A to the original Agreement, including the introductory paragraph and Consumer Price Index (CPI) provisions shall remain in effect.

ARB Administrative Coordinator Service (Architectural Board of Review)	\$44.00 per hour – twenty (20) hour combined monthly minimum
BZA Administrative Coordinator Service (Building Zoning Appeals Board)	Performed on mutually agreed upon days each week

3. City will provide training to Consultant's team providing this Service.

All other provisions of the original Agreement shall remain in effect, to the extent not modified by Addendum or Amendment.

IN WITNESS HEREOF, the undersigned have caused this Addendum to be executed in their respective names on the dates hereinafter enumerated.



Gary Amato, CAO
SAFEbuilt Ohio, LLC

September 26, 2022
Date

Michael Brennan, Mayor
City of University Heights, Ohio

Date

ORDINANCE NO. 2022-58

INTRODUCED BY: COUNCILPERSON BLANKFELD

AN ORDINANCE AMENDING CODIFIED ORDINANCE CHAPTER 1476 ENTITLED “CERTIFICATE OF OCCUPANCY” AND DECLARING AN EMERGENCY.

WHEREAS, the Building and Housing Committee has undertaken a project to update building code ordinances to reflect the existing structure of University Heights administrative departments;

WHEREAS, the City wishes to formally empower the City Housing and Community Development Director with certain powers, duties and responsibilities; and

WHEREAS, the City wishes to remove anachronistic references to certain dates set forth in Chapter 1476 of its Codified Ordinances;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO THAT:

Section 1. Council hereby amends Codified Ordinance Chapter 1476 entitled “Certificate of Occupancy” to read in its entirety as set forth in Exhibit A hereto, which is incorporated herein by reference as if fully rewritten.

Section 2. Codified Ordinance Chapter 1476 in existence immediately prior to the passage of this ordinance shall be amended in its entirety as set forth in Exhibit A hereto.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

Section 4. This Ordinance is hereby determined to be an emergency necessary for the immediate preservation of the public peace, health and safety of the City of University Heights and for the further reason that the Housing and Community Development Director be immediately provided with certain powers, duties and responsibilities in order to perform certain necessary functions. It shall therefore become effective upon its passage by the affirmative vote of not less than five (5) members of Council and approval of the Mayor; otherwise, it shall become effective at the earliest time allowed by law.

CITY OF UNIVERSITY HEIGHTS, OHIO

MICHAEL DYLAN BRENNAN, MAYOR

FIRST READING: _____

PASSED: _____

ATTEST:

KELLY M. THOMAS, CLERK OF COUNCIL

APPROVED AS TO FORM:

LUKE F. MCCONVILLE, LAW DIRECTOR

CHAPTER 1476 Certificate of Occupancy

- 1476.01 Certificate of occupancy required.
- 1476.02 Issuance of certificate of occupancy.
- 1476.03 Time for compliance.
- 1476.04 Posting of certificate.
- 1476.05 Fees.
- 1476.06 Changes; new certificate of occupancy and fees.

1476.01 CERTIFICATE OF OCCUPANCY REQUIRED.

~~On and after April 1, 1967, n~~No owner, agent or person in charge of any dwelling structure used or designed, or intended to be used as a multiple dwelling, shall rent or lease such structure or any part thereof for residential occupancy unless the owner thereof holds a certificate of occupancy issued by the Building Commissioner for such structure, which certificate has not expired, been revoked, or otherwise become null and void.

1476.02 ISSUANCE OF CERTIFICATE OF OCCUPANCY.

(a) Application for a certificate of occupancy required by the provisions of this Housing Code shall be made annually by supplying the information and data to determine compliance with applicable laws, ordinances, rules and regulations for the existing use or occupancy or the intended use or occupancy on forms supplied by the Building Commissioner and/or the Director of Housing~~Director of Housing and Community Development~~.

(b) The Building Commissioner and/or the Director of Housing and Community Development~~Director of Housing~~ may require the submission of an affidavit stating such information, and he or she may cause a general inspection of the structure or premises to be made.

(c) If it is found that a building or other structure is in compliance with the provisions of this Code and all other laws, ordinances, rules and regulations applicable thereto, the Building Commissioner shall issue a certificate of occupancy for such building or structure which shall contain the following information:

- (1) The street address or other identifying characteristics of the building or other structure.
- (2) The name and address of the owner, and, if the owner does not reside on the premises, the name and address of the resident agent in charge of the building or structure, and the name and address of the nonresident agent, if any.
- (3) The exact nature and extent of the use or occupancy authorized.
- (4) The period for which such certificate of occupancy is issued.

Such certificate shall be valid for 12 months from the date of its issue.

(d) The Building Commissioner shall have the power to revoke a certificate of occupancy if any false statement shall be made by the applicant in connection with the issuance of such certificate, or for noncompliance of a structure or its use with the requirements of this Code, or if the owner, agent, or person in charge of a structure shall refuse to comply with any provision of this Code required to be observed by him or her.

1476.03 TIME FOR COMPLIANCE.

The owner of a dwelling structure requiring a certificate of occupancy shall apply for such certificate of occupancy ~~for the year 1967 by March 1, 1967~~ upon forms provided by the Building Commissioner and/or the Director of Housing and Community Development~~Director of Housing~~ if such structure is proposed to be occupied or will be available for occupancy ~~by April 1, 1967~~. The owner of a dwelling structure which will be completed and available for occupancy ~~subsequent to April 1, 1967~~ and which requires a certificate of occupancy shall apply for such certificate as soon as practicable, but in no event shall such structure be occupied in whole or in part until such certificate of occupancy has been issued. Failure to so apply will be deemed to be a violation of this Housing Code and will subject the owner of the structure to the legal action and penalty prescribed herein.

1476.04 POSTING OF CERTIFICATE.

The owner, agent or person in charge of every dwelling structure shall cause to be posted conspicuously at all times at the main entrance of such structure the certificate of occupancy

hereinbefore required. Such certificate of occupancy shall be provided with a protective covering and shall be securely affixed to the wall.

1476.05 FEES.

An application for a certificate of occupancy shall be accompanied by a nonrefundable fee of \$4.50 for each dwelling unit with the minimum fee of \$25.00 for each building. The fee for any one building or dormitory or institutional occupancy shall be \$2.50 per sleeping room, not to exceed two hundred and fifty dollars (\$250.00), with a minimum for each building of \$15.00.

1476.06 CHANGES; NEW CERTIFICATE OF OCCUPANCY AND FEES.

(a) In the event there is a change in the resident agent or nonresident agent as shown by the certificate of occupancy, the owner shall notify the Building Commissioner and/or the Director of Housing and Community Development ~~Director of Housing~~ in writing within thirty (30) days of such change, giving the name and address of the new resident agent or nonresident agent. Failure to so notify either the Building Commissioner or the Director of Housing and Community Development within the specified time shall constitute a violation of this Housing Code.

(b) In the event there is a change in ownership of record the certificate of occupancy issued under the provisions of this Code to the former owner shall become null and void within thirty (30) days of the recorded date of such change of ownership and a new certificate of occupancy must be obtained by the new owner. Application for such new certificate of occupancy shall be made not more than 30 days after such change of ownership has occurred. Application forms shall be obtained from the Building Commissioner or the Director of Housing and Community Development ~~Director of Housing~~. Such new certificate shall expire on the same date as that of the certificate which it replaced.

(c) Any change in the nature or extent of the use or occupancy as specified on the certificate of occupancy shall render the certificate of occupancy null and void upon the happening of such change. No such change is permissible under this Code unless such change has been approved by the proper City authorities pursuant to this Code, and unless a new certificate of occupancy, incorporating such change, has been issued. Any such change without the approval of the proper City authorities will subject the owner, operator or agent to the penalties provided in this Code. The new certificate shall expire on the same date as that of the certificate which it replaces.

ORDINANCE NO. 2022-59

INTRODUCED BY: COUNCILPERSON BLANKFELD

**AN ORDINANCE AMENDING CODIFIED ORDINANCE
CHAPTER 1244 ENTITLED “BOARD OF ZONING
APPEALS” AND DECLARING AN EMERGENCY.**

WHEREAS, the Building and Housing Committee has undertaken a project to update building code ordinances to reflect the existing structure of University Heights administrative departments;

WHEREAS, the City wishes to formally empower the City Housing and Community Development Director with certain powers, duties and responsibilities; and

WHEREAS, the City wishes to create a right of appeal to the City’s Board of Zoning Appeals in connection with certain actions of the Housing and Community Development Director;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO THAT:

Section 1. Council hereby amends Codified Ordinance Chapter 1244 entitled “Board of Zoning Appeals” to read in its entirety as set forth in Exhibit A hereto, which is incorporated herein by reference as if fully rewritten.

Section 2. Codified Ordinance Chapter 1244 in existence immediately prior to the passage of this ordinance shall be amended in its entirety as set forth in Exhibit A hereto.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

Section 4. This ordinance is hereby determined to be an emergency necessary for the immediate preservation of the public peace, health and safety of the City of University Heights and for the further reason that the Housing and Community Development Director be immediately provided with certain powers, duties and responsibilities in order to perform certain necessary functions, and for citizens to have a right of appeal from certain actions of said Director. It shall therefore become effective upon its passage by the affirmative vote of not less than five (5) members of Council and approval of the Mayor; otherwise, it shall become effective at the earliest time allowed by law.

CITY OF UNIVERSITY HEIGHTS, OHIO

MICHAEL DYLAN BRENNAN, MAYOR

FIRST READING: _____

PASSED: _____

ATTEST:

KELLY M. THOMAS, CLERK OF COUNCIL

APPROVED AS TO FORM:

LUKE F. MCCONVILLE, LAW DIRECTOR

EXHIBIT A

CHAPTER 1244 Board of Zoning Appeals

1244.04 APPLICATIONS AND APPEALS.

(a) Application for Board Approval.

(1) Any person who desires to replace a lawful nonconforming use with a nonconforming use which he or she deems as qualifying under Section 1276.02 may make application in writing for approval by the Board of such proposed use.

(2) Any person who deems his or her property to qualify for approval of a special permit as provided in Section 1244.03(b) may make application in writing for approval by the Board of his or her proposed use.

(b) Appeal for Variance and from Decision of Division of Building Engineering and Inspection.

(1) Any person who deems his or her property to suffer such physical limitations of size, shape, slopes of ground or other physical conditions as to require an adjustment or variance of the regulations of this Zoning Code in order to enable him or her to make reasonable use of his or her property, may appeal in writing to the Board to approve such adjustment.

(2) Except as otherwise set forth in subsection (3) hereof, any person aggrieved by a decision of the Building Commissioner **or the Director of Housing and Community Development** in the granting or refusal of a building permit or certificate of occupancy under this Zoning Code, or by a decision or order of the Building Commissioner, **Director of Housing and Community Development**, Chief of Fire or other administrative officer pertaining to regulations under this Zoning Code or under the Ohio Residential Code, General Building Code, Fire Prevention Code or similar ordinance, may appeal in writing to the Board from such decision or order.

(3) With respect to the denial of any application for a demolition permit for demolition of a residential structure, there shall be no right of appeal to the City's Board of Zoning Appeals.

RESOLUTION 2022-65

INTRODUCED BY: MAYOR MICHAEL DYLAN BRENNAN

A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT A JOINT APPLICATION WITH THE CITIES OF CLEVELAND HEIGHTS, SOUTH EUCLID, AND UNIVERSITY HEIGHTS TO THE NORTHEAST OHIO AREAWIDE COORDINATING AGENCY (NOACA) FOR A GRANT UNDER THE TRANSPORTATION FOR LIVABLE COMMUNITIES INITIATIVE (TLCI) IMPLEMENTATION GRANT PROGRAM TO FUND THE HEIGHTS REGIONAL NEIGHBORHOOD GREENWAY PROJECT/INITIATIVE UP TO \$350,000 AND DECLARING AN EMERGENCY.

WHEREAS, the Cities of Cleveland Heights, South Euclid, and University Heights (the “Cities”) recognize the shared challenges to transportation, access, and mobility within the region; and

WHEREAS, the Cities have determined to work collaboratively to meet those challenges through shared planning; and

WHEREAS, the Cities further have determined to work collaboratively to implement recommendations of the Eastside Greenway Study within their communities; and

WHEREAS, the Cities further have determined to supplement the Eastside Greenway Study’s recommendations with newer best practices, including bike boulevards; and,

WHEREAS, the Cities wish to submit a joint application to the Northeast Ohio Areawide Coordinating Agency (“NOACA”) for funding for the Eastern Suburbs Collaborative Bike Boulevard Project through the Transportation for Livable Communities Initiative (“TLCI”) Implementation Program; and

WHEREAS, the TLCI Implementation Program provides federal funds for projects that integrate transportation and land use planning, increase transportation options, promote livability, and advance the goals of NOACA’s Strategic Plan for northeast Ohio; and

WHEREAS, the TLCI Implementation Program provides federal funds for projects that integrate transportation and land use planning, increase transportation options, promote livability, and advance the goals of NOACA’s Strategic Plan for Northeast Ohio; and

WHEREAS, the TLCI Implementation Program is paid on a reimbursement basis, requiring the applicant to first expend funds (if matched) and then request reimbursement from NOACA, and

WHEREAS, the Cities have determined that the City of South Euclid would act as the Project Sponsor and, therefore, would be designated as the sub-recipient; and

WHEREAS, the City of South Euclid agrees to abide by all federal requirements as a sub-recipient of federal transportation funds, including Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act, and including all applicable federal procurement requirements; and

WHEREAS, the City of South Euclid, as Project Sponsor, agrees to be responsible for managing any and all sub-contracting agencies, organizations, or consultants; and

WHEREAS, the City of South Euclid, as Project Sponsor, agrees to complete the agreed upon scope of services or will forfeit current and future TLCI awards; and

WHEREAS, the City of South Euclid, as Project Sponsor, is authorized to execute a contract with the Ohio Department of Transportation (“ODOT”) and NOACA if selected for the TLCI Program; and

WHEREAS, this Council has determined that it would be in the best interest of the City and its residents to submit the proposed joint application.

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

Section 1. The City of University Heights requests funding from NOACA’s 2022 TLCI Implementation Program. The City’s Application will not exceed \$350,000.00, but will require a local match of \$70,000, being 20% of the grant award, since the City of University Heights is designated as an Urban Core Community.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

Section 3. This Resolution constitutes an emergency measure for the immediate preservation of public peace, health, and safety of the citizens of the City of University Heights, Ohio, and provided it receives the affirmative vote of not less than five (5) members of Council, it shall take effect immediately upon its passage and approval of the Mayor; otherwise, it shall become effective at the earliest time allowed by law.

CITY OF UNIVERSITY HEIGHTS, OHIO

MICHAEL DYLAN BRENNAN, MAYOR

PASSED: _____

ATTEST:

KELLY M. THOMAS, CLERK OF COUNCIL

APPROVED AS TO FORM:

LUKE F. MCCONVILLE, LAW DIRECTOR

Memo-

Resolution Authorizing the Mayor to submit a joint application with the Cities of Cleveland Heights and Shaker Heights to the Northeast Ohio Areawide Coordinating Agency (NOACA) for a grant under the Transportation for Livable Communities Initiative (TLCI) Implementation Grant Program to fund the Heights Regional Neighborhood Greenway Project/Initiative up to \$350,000 and declaring an emergency.

Councilmembers-

The Community Development Departments of University Heights, Cleveland Heights, and South Euclid along with various stakeholders between our Cities have been meeting since December 2021 regarding a shared vision for regional collaboration concerning the Cuyahoga Greenways Plan. The collaboration between our communities towards a “pilot program” of that plan have resulted in the Cleveland Region’s first true steps towards the vision of safer routes benefiting alternative forms of transportation.

Through this regional collaboration between our cities comes the first Regional Neighborhood Greenway Connectors. These Neighborhood Greenways are a part of the Cuyahoga County Planning Commission’s Cuyahoga Greenway Network (formerly the Eastside Greenway Plan), linking neighborhoods, parks, Lake Erie, the Cuyahoga River, and public transit through a comprehensive countywide network of trails that are safe and welcoming for people of all ages and abilities.

The grant calls for the creation of “Bike Boulevards”, which are designated bicycle routes using existing street infrastructure. The Bike Boulevards identified would have low motorized traffic volumes and speeds, and would include signage and connector pathways. This would help make the use of alternative forms of transportation safer for riders throughout our three cities. The Bike Boulevards within University Heights include Silsby, Washington, Meadowbrook, Traymore, and South Belvoir which were all part of the original Eastside Greenway Plan. Additionally, the streets of East Carroll, Eaton, Milford, Miramar, and South Green Road are included as well.

These streets would have universal signs used between our municipalities placed on top of existing street signs already in place (toppers), letting riders know they are on a designated Bike Boulevard. Along with the sign toppers, sharrows would be painted along designated roadways as an additional visual letting both bicycle riders and motorized vehicle drivers know that the roads would be shared between users.

The proposed grant, which is due October 7th, would assist riders in traversing between University Heights, Cleveland Heights, and South Euclid in a safer fashion than riding a bicycle down a major east-west thoroughfare such as Cedar Road, for example. Bike Boulevards use signs, pavement markings (or sharrows), and speed and volume management measures to create safe, convenient bicycle crossings of busy arterial streets.

Along with the creation of the Bike Boulevards, collaboration between municipalities is something that seldom happens within our region. The work completed between our cities is just an initial step towards a safer transportation network for users of alternative forms of transportation. This resolution authorizes the City to apply for the grant, in conjunction with Cleveland Heights and South Euclid. If the grant is successful, additional legislation would be presented authorizing the City to enter into the grant agreement and appropriate any potential matching funds necessary to move the project forward.



September 30th, 2022

NOACA

Attn: Grace Gallucci, Director

1299 Superior Ave.

Cleveland, OH 44114

RE: Heights Regional Neighborhood Greenway Initiative

Dear Mrs. Gallucci,

On behalf of Bike Cleveland, I am writing with strong support for the joint request of University Heights, South Euclid, and Cleveland Heights for funding through NOACA's TLCI Implementation Grant Program. This project will improve mobility in the region by creating a network of low-stress neighborhood greenways/bicycle boulevards that will connect residents from their origins to their destination in a stress-free facility.

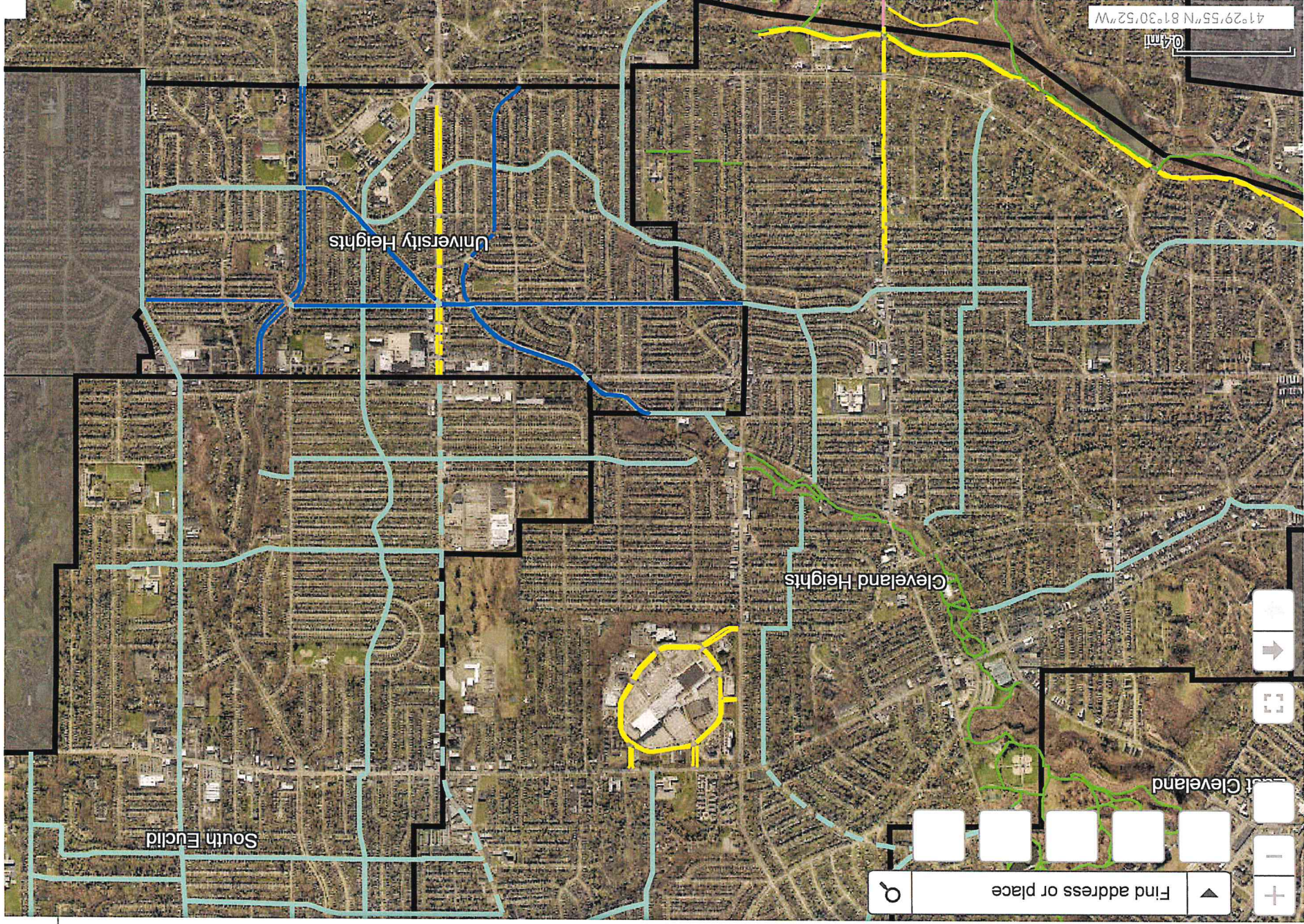
This project is informed by previous county-wide planning efforts including the East Side Greenway and the Cuyahoga Greenways Plan. Once implemented the project will increase comfort for people bicycling by reducing motor vehicle operating speeds and volumes, connect local residential roads to commercial corridors and community services such as schools/shopping, and improve the quality of life for residents through calmer traffic and safer crossings. While new to our region, neighborhood Greenways have proven to increase the number of people biking and are a crucial tool in safely connecting our bicycle networks.

We look forward to working with the communities involved in this effort to improve the connectivity and safety of our mobility network. If you have any questions, feel free to contact me at 216-273-6863 or jacob@bikecleveland.org

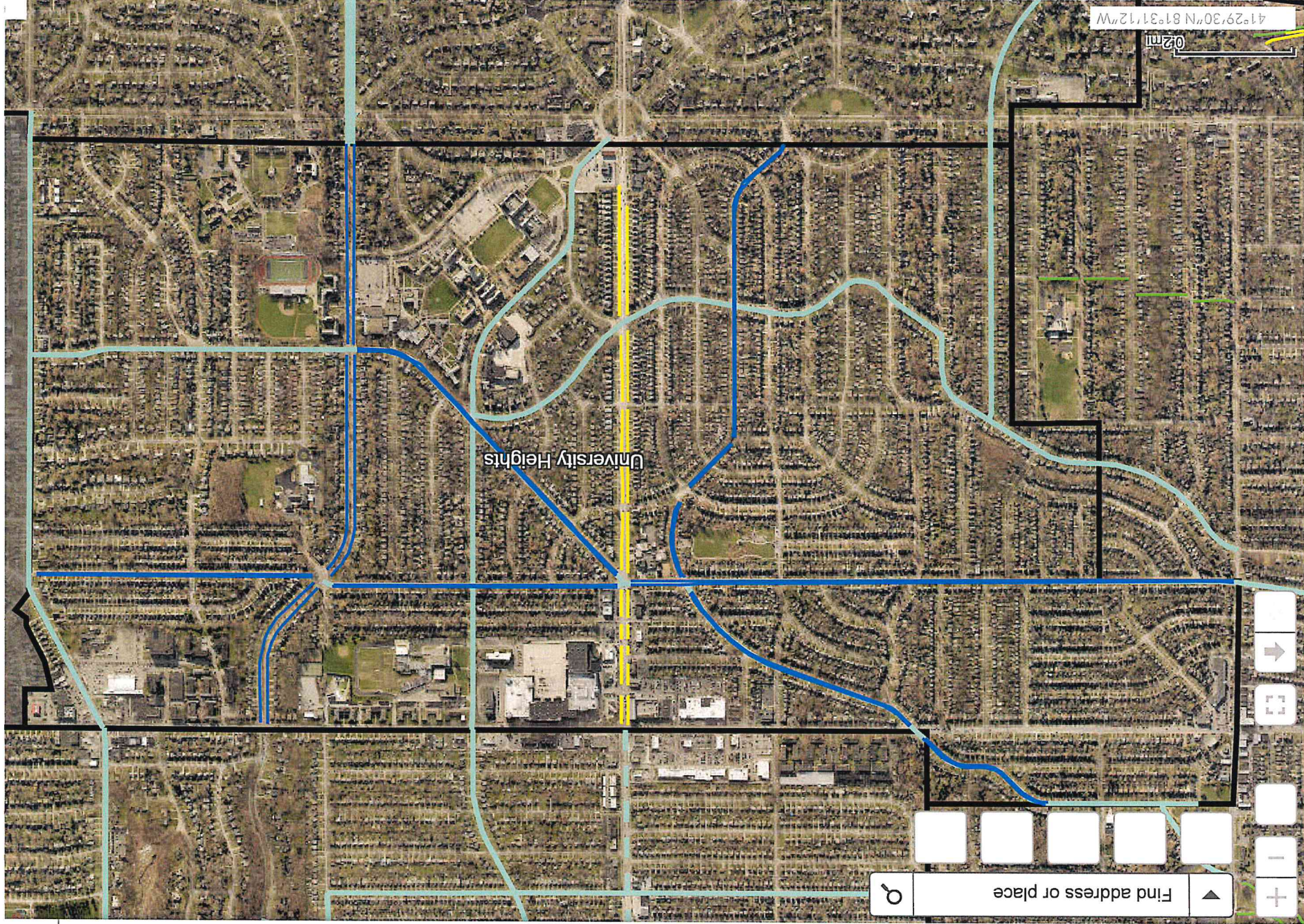
Sincerely,

Jacob VanSickle, Executive Director
Bike Cleveland

CH-SE-SH-UH-Euclid Regional Bicycle Web App

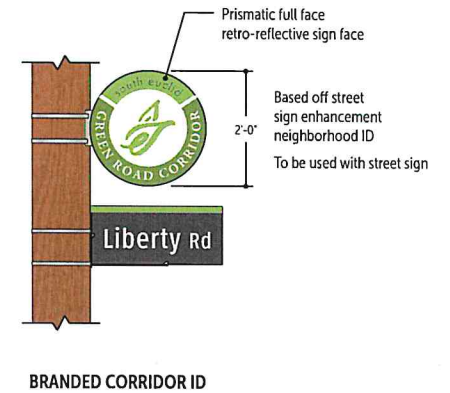
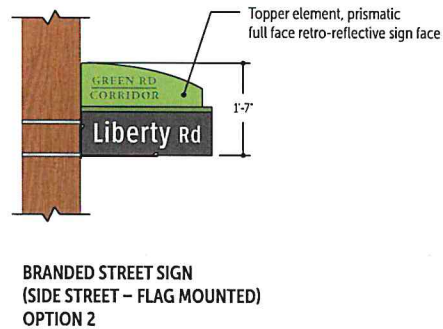
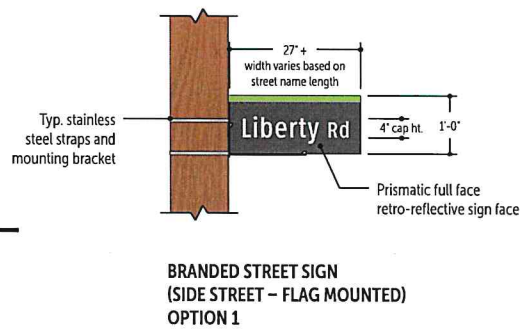
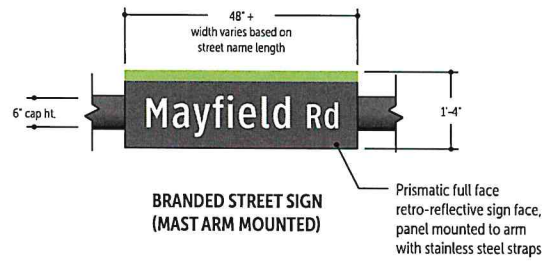
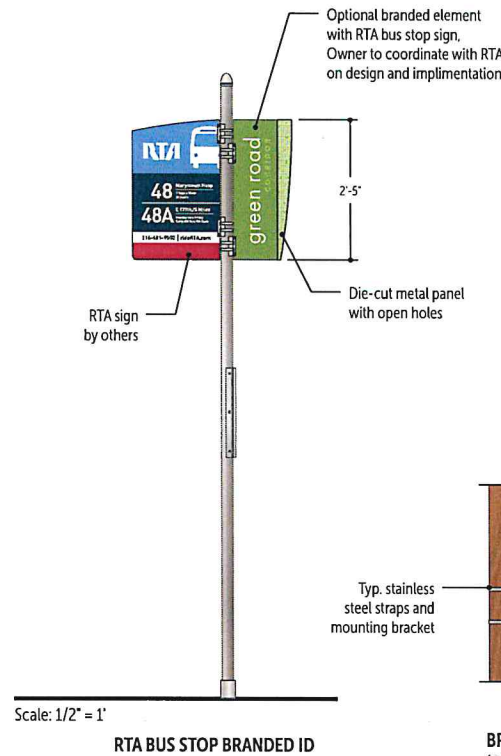


CH-SE-SH-UH-Euclid Regional Bicycle Web App



BUDGET COSTS – Fabrication and Installation (unit cost)

Bus Stop Branded ID (existing post)	\$330–\$500
Branded street sign <i>mast arm</i>	\$560–\$600
Branded street sign <i>option 1</i>	\$480–\$500
Branded street sign <i>option 2</i>	\$560–\$600
Branded corridor ID	\$560–\$600

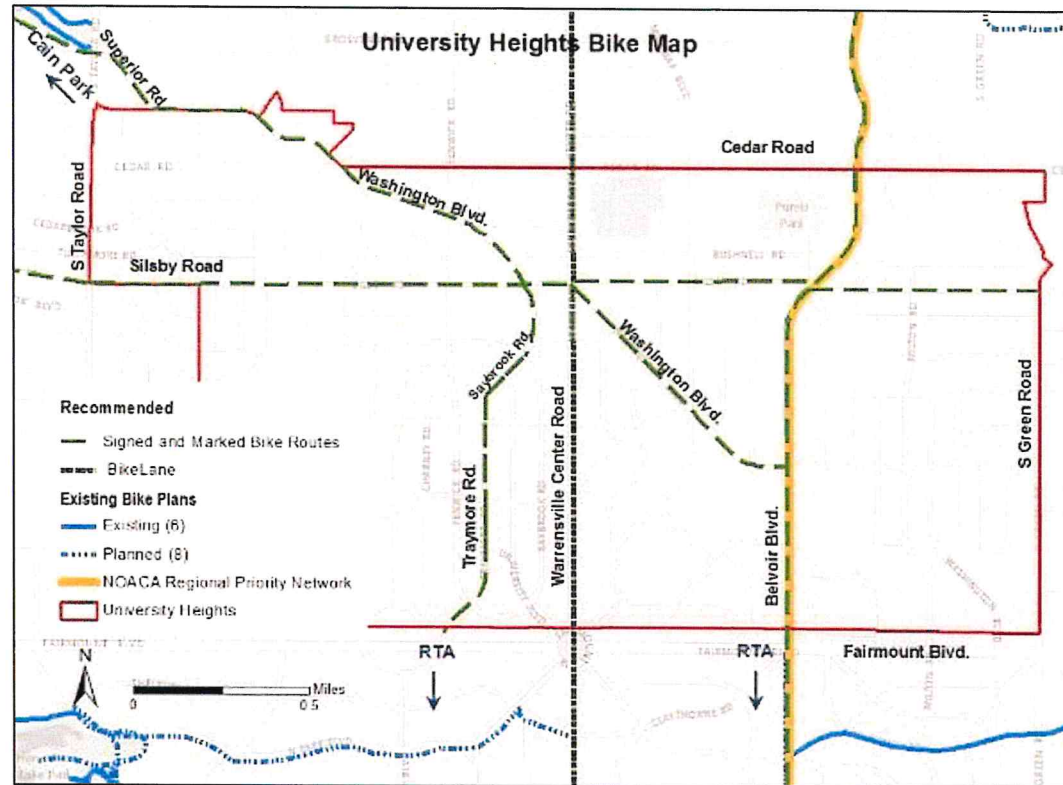


Bicycle Facilities

A bicycle master plan for University Heights was developed as part of this study. It consists of bike lanes, a signed and marked bike route network that connects residents to the main points of attraction and to existing and planned bike facilities in neighboring communities, and bicycle wayfinding signage. These recommendations are consistent with the Eastside Greenway TICI Plan (Appendix G), which made recommendations for priority bicycle corridors for eastern Cuyahoga County.

Map 8 shows the recommended bicycle facilities for University Heights.

Map 8: University Heights Proposed Bike Map



Signed and Marked Bike Route Network

This study recommends an eight-mile signed and marked bike network that consists of a new series of lane markings and signs that will safely integrate bicycle travel into the neighborhood roadway network. The plan recommends the following roadways to be signed and marked as bike routes:

- Silsby Road (2 miles) as an east-west bike route. It is less than a quarter of a mile south of Cedar Road and connects South Taylor Road and South Green Road at the eastern and western corporation limits of University Heights. This route is expected to continue east into Cleveland Heights, per the draft Cleveland Heights Bicycle Wayfinding Plan. Coordination with Cleveland Heights is needed to ensure a continuous route.
- South Belvoir Boulevard (1 mile) as a north-south bike route that connects to the RTA Rapid Green Line Belvoir Station in Shaker Heights. Coordination with Shaker Heights is needed to ensure a continuous route to the RTA station.
- Washington Boulevard (2 miles), a northwest-southeast route that connects to Cleveland Heights' existing Cain Park Trail and proposed bicycle wayfinding route. This route is recommended as a secondary connector in the Eastside Greenway TLCI Plan. Coordination with Cleveland Heights is needed to ensure a continuous route.
- Traymore Road is another north-south bike route (1 mile) that connects points of attraction and residential areas to the RTA Rapid Green Line Courtland Station in Shaker Heights. The bike route along Traymore Road can be connected to the Washington Boulevard route by a short segment along Saybrook Road. Coordination with Shaker Heights is needed to ensure a continuous route to the RTA station.

The roadways chosen for the signed and marked bike network are all low-speed, low-volume residential streets where bicyclists can safely share the road with motor vehicles. The routes should be

marked with shared-lane markings that are accompanied by bike route wayfinding signage. Coordination with neighboring cities (Cleveland Heights, South Euclid and Shaker Heights) will ensure safe bicycle connections to destinations outside the University Heights city limits. In some cases, curb ramps, bike/pedestrian pushbuttons, or other low-cost items should be considered at intersections along the bike route corridors. Detailed recommendations were not developed as part of this study.

Shared-lane markings, or "Sharrows," as in Figure 3 (Ohio Manual of Uniform Traffic Control Devices [OMUTCD] Section 9C.07), remind motorists that they are sharing the road with other types of transportation, but its placement within the width of the roadway indicates the preferred location for bicyclists to ride for safety purposes.

RECOMMENDATIONS

Bicycle guide signs (OMUTCD Section 9B.20) should accompany the sharrows. Signage helps to identify the roadways that are part of the signed and marked bike network and can be used to guide bicyclists to their destinations. Figure 4 shows various OMUTCD options for bicycle

guide signs. While it is permitted to develop custom signage for bicycle wayfinding, this study recommends using standard signage to reduce costs and allow for simpler coordination of wayfinding signage among neighboring cities.

Figure 3: Shared-Lane Marking (OMUTCD Figure 9C-9, Section 9C.07)

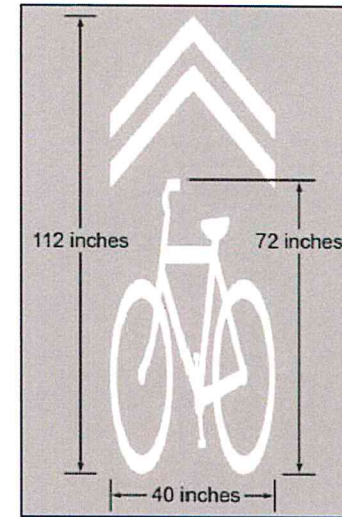


Figure 4: Bicycle Guide Signs, OMUTCD Figure 9B-4



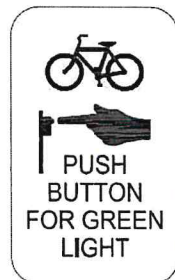
D11-1



D11-1c



D11-1c



R10-24



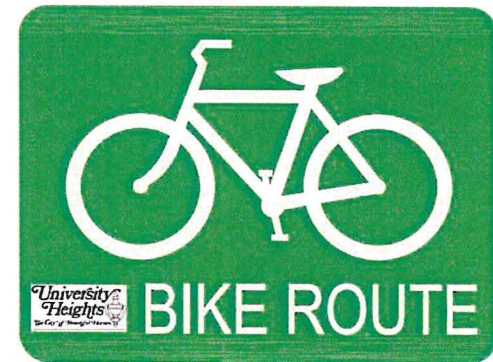
D1-1c



D1-2c



D1-3c



Bicycle Lanes

This study recommends dedicated bicycle lanes on Warrensville Center Road from Fairmount Circle to Cedar Road. These bicycle lanes could continue north through South Euclid and south through Shaker Heights. The draft Eastside Greenway TICI Study also recommends accommodating bikes on this corridor. Coordination with both cities is needed as this recommendation moves forward to implementation.

Bicycle lanes on Warrensville Center Road can be accommodated by either Alternative I, narrowing the lane width of existing travel lanes (a lane diet), Alternative II reducing the number of travel lanes (a road diet), or reducing the number of parking lanes. Alternative II consists of Alternative II-A and Alternative II-B. Alternative II-A is a road diet and Alternative II-B is road diet with the realignment of Washington Boulevard at Warrensville Center Road. University Heights does not consider removing on-street parking lanes desirable. The lane diet and road diet alternatives were determined to be feasible, per applicable

design standards and guidelines. The alternatives are described in the following sections.

The stakeholders' preferred alternative is Alternative I because it provides for bicycle lanes while maintaining the existing number of traffic lanes.

Methodology

To compare the alternatives with existing conditions, multimodal level-of-service (LOS) analysis was conducted. Turning movement counts were collected at the three signal-controlled intersections (Warrensville Center Road intersections with Silsby Road, Meadowbrook Boulevard and westbound Fairmount Boulevard). The existing turning movement traffic volumes are included in Appendix B. In addition, according to NOACA's Regional Transportation model for forecast year 2035, the area shows a negative growth rate. Future traffic is assumed to be the same as existing traffic. The design-year traffic volumes are

assumed to be the same as the existing volumes for all alternatives.

The Highway Capacity Manual (HCM) methodology uses motor vehicle LOS to measure how well an intersection operates under given conditions. The LOS is defined by delays drivers experience while traveling through the intersection.

The capacity analysis procedures provide the calculated average vehicle delay. This is based on traffic volumes, number of lanes, type of traffic control, grade, channelization and percentage of heavy vehicles at each intersection. The average vehicle delay is assigned a level of service ranging from LOS A to LOS F. In the NOACA region, LOS A-D is considered an acceptable level of operation. The LOS for signal-controlled intersections is defined by the Transportation Research Board and is shown in Table 1.

RECOMMENDATIONS

Table 1: Level of Service at Signalized Intersections

Level of Service (LOS)	Avg. Delay Seconds/Vehicle
A	<= 10
B	10.1-20
C	20.1-35
D	35.1-55
E	55.1-80
F	>80

In addition to evaluating the alternatives based on vehicular capacity, changes to bicycle and pedestrian level of service (BLOS and PLOS) were also considered. BLOS and PLOS are evaluations of corridors for walkability and bikeability based on roadway geometries, speed limits and traffic counts. The existing BLOS for Cedar Road and Warrensville Center Road is E, which indicates that the roadways are insufficient for comfortable and safe bicycling. A BLOS ranking of A or B is desirable and provides adequate facilities for bicyclists to feel comfortable riding and to encourage new riders. See Table 2 for a more detailed description of roadway characteristics that are used to determine BLOS and PLOS.

Table 2: Roadway Characteristics and PLOS and BLOS

Pedestrian LOS	Bicycle LOS
<ul style="list-style-type: none"> • Roadway cross section <ul style="list-style-type: none"> ○ Width of outside lane, bicycle lane and shoulder ○ Width between the sidewalk and roadway ○ Width of sidewalk ○ On-street parking use ○ Presence of vertical barrier • Motor vehicle volumes • Motor vehicle speed 	<ul style="list-style-type: none"> • Roadway cross section <ul style="list-style-type: none"> ○ Width of outside lane, bicycle lane and shoulder ○ On-street parking use ○ Presence of curb • Motor vehicle volumes • Motor vehicle speed • Pavement condition

RECOMMENDATIONS

Alternative I: Lane Diet between Fairmount Circle and Cedar Road

This alternative proposes reducing the existing lane widths, while maintaining the same number of vehicular lanes. This allows adding a 5-foot bike lane in each direction. Narrower lanes for motorized vehicles will also contribute to accomplishing one of the community's important goals: traffic calming and creating a safe multimodal facility.

In each direction, the typical midblock lane configuration would consist of two 10-foot driving lanes, a 7.5-foot parking lane and a 5-foot bike lane (see Figure 5-a). If the project is funded with federal or state funds, the city may need to pursue a design exception to allow for 10-foot travel lanes.

Many design references support 10-foot lanes on lower-speed roads (35 mph or less) in an urban environment.¹ It has been shown that narrow lanes encourage compliance with the speed limit and do not reduce capacity relative to 12-foot lanes.

¹ ITE Designing for Urban Thoroughfares: A Context Sensitive Approach, FHWA Road Diet Informational Guide, AASHTO Guide for the Development of Bicycle Facilities, NACTO Urban Street Design, and Highway Capacity Manual.

At intersections, the typical lane configuration would consist of two 11-foot lanes and a 5-foot bike lane in each direction, with a 10-foot left-turning lane (see Figure 5-b).

Figure 5-a: Warrensville Center Road, Alternative I (Lane Diet), between Silsby Road and Fairmount Boulevard

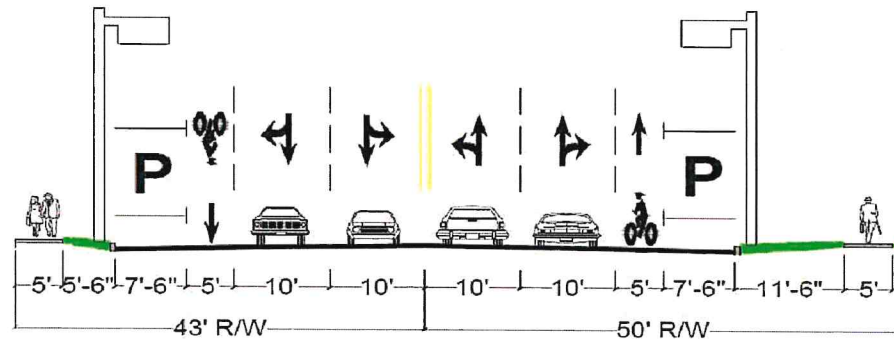
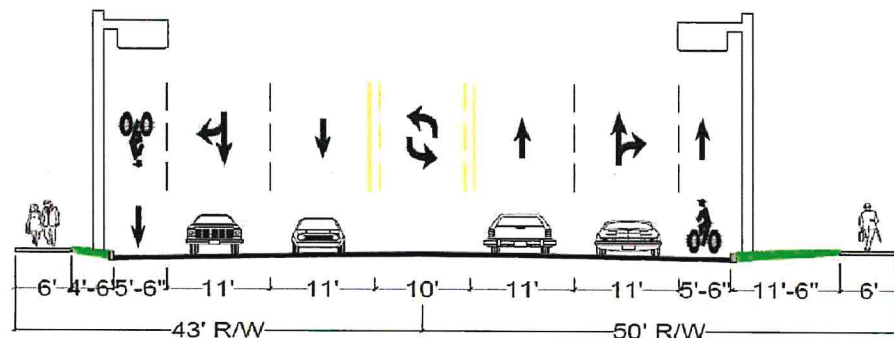


Figure 5-b: Warrensville Center Road, Alternative I (Lane Diet), between Cedar Road and Silsby Road, and at signalized Intersections



RECOMMENDATIONS

Alternative I Multimodal Traffic Analysis

Multimodal traffic analyses were performed to provide a basis for comparing different proposed alternatives. The analyses are based on 2010 Highway Capacity Manual (HCM) methodology and performed using VISTRO and ARTPLAN software.

The capacity analysis results for the evening peak hour under Alternative I are presented in Table 1 of Appendix C. All three signalized intersections operate at acceptable level of service C. According to the 2010 HCM, an average lane width for a lane group of between 10 feet and 12.9 feet has no negative impact on intersection capacity. Accordingly, the capacity and LOS under Alternative I are estimated to be similar to the capacity and LOS under the existing conditions. For bicycles, the BLOS will improve from E to C.



Alternative II-A: Road Diet between Fairmount Boulevard and Silsby Road

This alternative proposes converting Warrensville Center Road's four-lane configuration between Fairmount Boulevard and Silsby Road to three lanes. Reducing the number of lanes is commonly known as a road diet. Figure 6 shows a typical cross section for this alternative, which includes:

- One 11-foot lane in each direction
- 11-foot center turning lane
- 6-foot bicycle lane in each direction with a 2.5-foot buffer
- 7.5-foot on-street parking

Road diet conversions have been implemented all around the country for the past 20 years and studied extensively. Their reliable performance as a safety countermeasure, combined with the low cost of implementation, has earned them a spot as one of nine [Federal Highway Administration \(FHWA\) Proven Safety Countermeasures](#). Studies show that crashes are expected to be reduced by 29%. Because there is only one through travel lane in each direction, vehicle speeds are lower and more uniform, and dangerous weaving is eliminated. Such a

configuration also simplifies pedestrian crossings and accommodation of pedestrian median refuges.

Converting the lane configuration from four to three lanes can have an impact on traffic flow. Typically, studies have shown that three-lane configurations can easily provide adequate capacity for roadways with 15,000 vehicles or fewer per day. Roadways with daily traffic volumes between 15,000 and 20,000 vehicles per day (vpd) are also likely to perform adequately with a three-lane section.

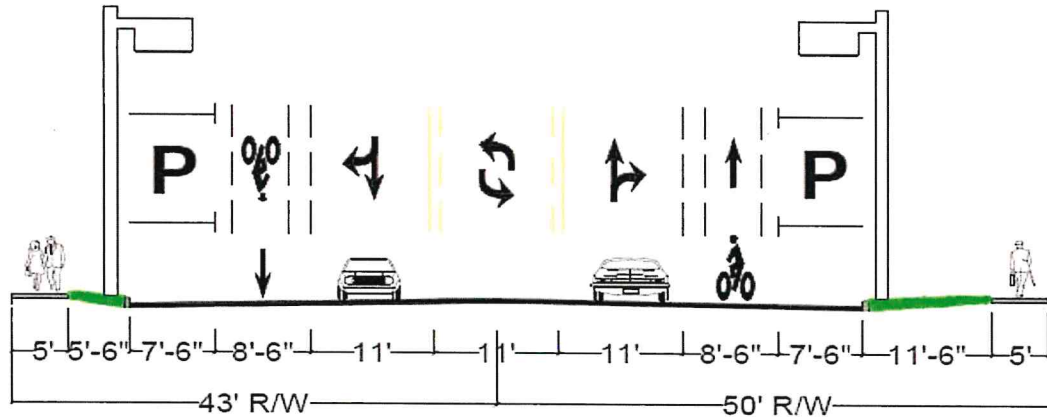
Some cities have even had success with road-diet conversions on corridors with greater than 20,000 vpd. A 2011 Kentucky

study showed that road diets can work for average daily traffic volume up to 23,000 vpd. The City of Seattle uses an average daily traffic of 25,000 vpd as the maximum volume threshold for road diet implementation. For more information, see [FHWA Road Diet Informational Guide](#).

Factors such as side street traffic volumes, intersection spacing, percent of vehicles turning left, percent of daily traffic volumes occurring during peak periods, and speed limit have an impact on the operational feasibility of a road diet on corridors with higher traffic volumes. A traffic analysis is required to verify feasibility for roads with more than 15,000 vehicles per day.

RECOMMENDATIONS

Figure 6: Warrensville Center Road, Alternative II (Road Diet)



Alternative II-A Multimodal Traffic Analysis

The traffic volume on Warrensville Center Road in University Heights ranges between 17,000 and 19,000 vehicles per day. A traffic analysis was performed to determine the feasibility of this alternative. Traffic operations were found to be adequate due to low side street volumes and excessive roadway width, which allows for right-turn lanes at intersections. See Appendix C for more detailed discussion of the traffic analysis. The motor vehicle LOS at the three intersections for the evening peak hour is

shown in Table 2 in Appendix C. The three intersections operate at an acceptable level of service (B-D). For bicycles, the BLOS will improve from the existing BLOS E to B.

The highest expected delays and queue lengths are at the five-legged intersection with Silsby Road and Washington Boulevard. The highest expected delays are for the northbound through and right and eastbound left movements. The average queue length for northbound through movement would increase from nine vehicles for Alternative I to 28 vehicles for Alternative II-A. The highest

expected delays and queue lengths are at the five-legged intersection with Silsby Road and Washington Boulevard. The highest expected delays are for the northbound through and right and eastbound left movements. The average queue length for northbound through movement would increase from nine vehicles for Alternative I to 28 vehicles for Alternative II-A. The southbound through movement queue length would increase from nine to 20 vehicles.

RECOMMENDATIONS

Alternative II-B: Road Diet with Washington Boulevard Realignment

The five-legged intersection of Warrensville Center Road with Silsby Road and Washington Boulevard is signal controlled with a split phase allocating the right of way to Washington Boulevard traffic. This signal phasing increases the required cycle time and the total vehicle delay at the intersection.

The realignment of Washington Boulevard would modify the Silsby Road intersection from a five-legged to a simple four-legged intersection. Washington Boulevard intersects Warrensville Center Road at a point south of Silsby Road and would be reconfigured to stop controlled with a prohibition of the left-turn movement in and out of Washington Boulevard.

The exclusive right-turn lane on the eastbound approach can be eliminated by adding green space to the sidewalk buffer.

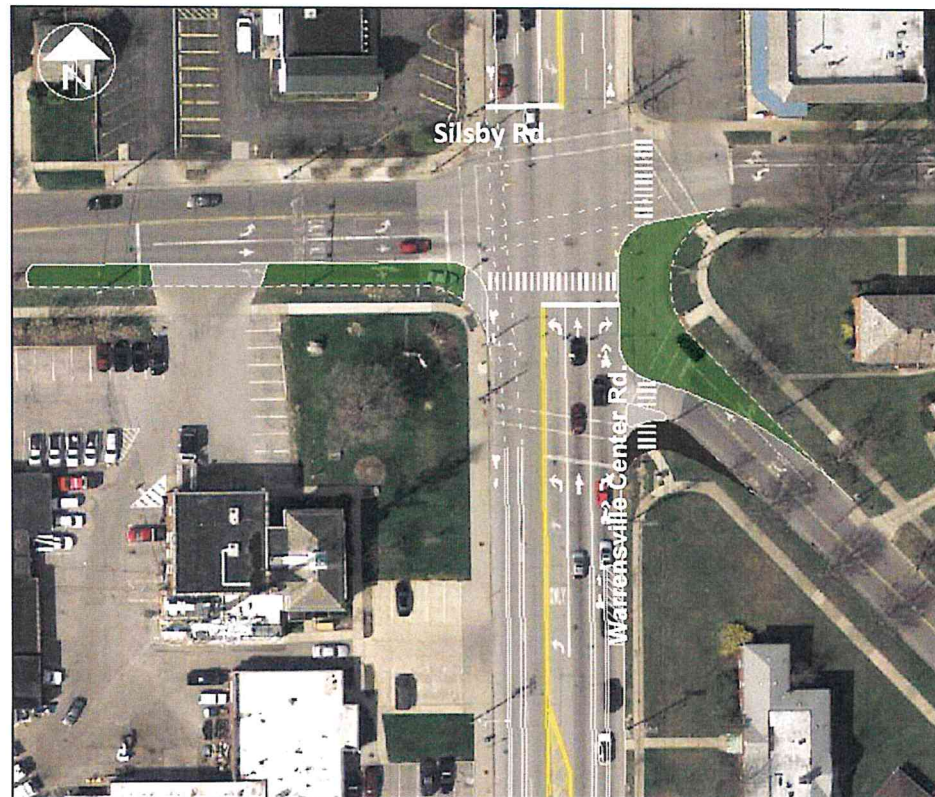
Alternative II-B Multimodal Traffic Analysis

A traffic analysis was performed using 2010 Highway Capacity Manual methodology and VISTRO and ARTPLAN software. The LOS at the three

intersections for the evening peak hour is shown in Table 3 in Appendix C. The three intersections operate at an acceptable level of service of D or better. The LOS at this intersection will improve from LOS D

(for Alternative II-A) to LOS C (similar to the LOS under the existing lane configuration). Bicycle LOS improves from E to B with this alternative.

Figure 7: The Realignment of Washington Boulevard

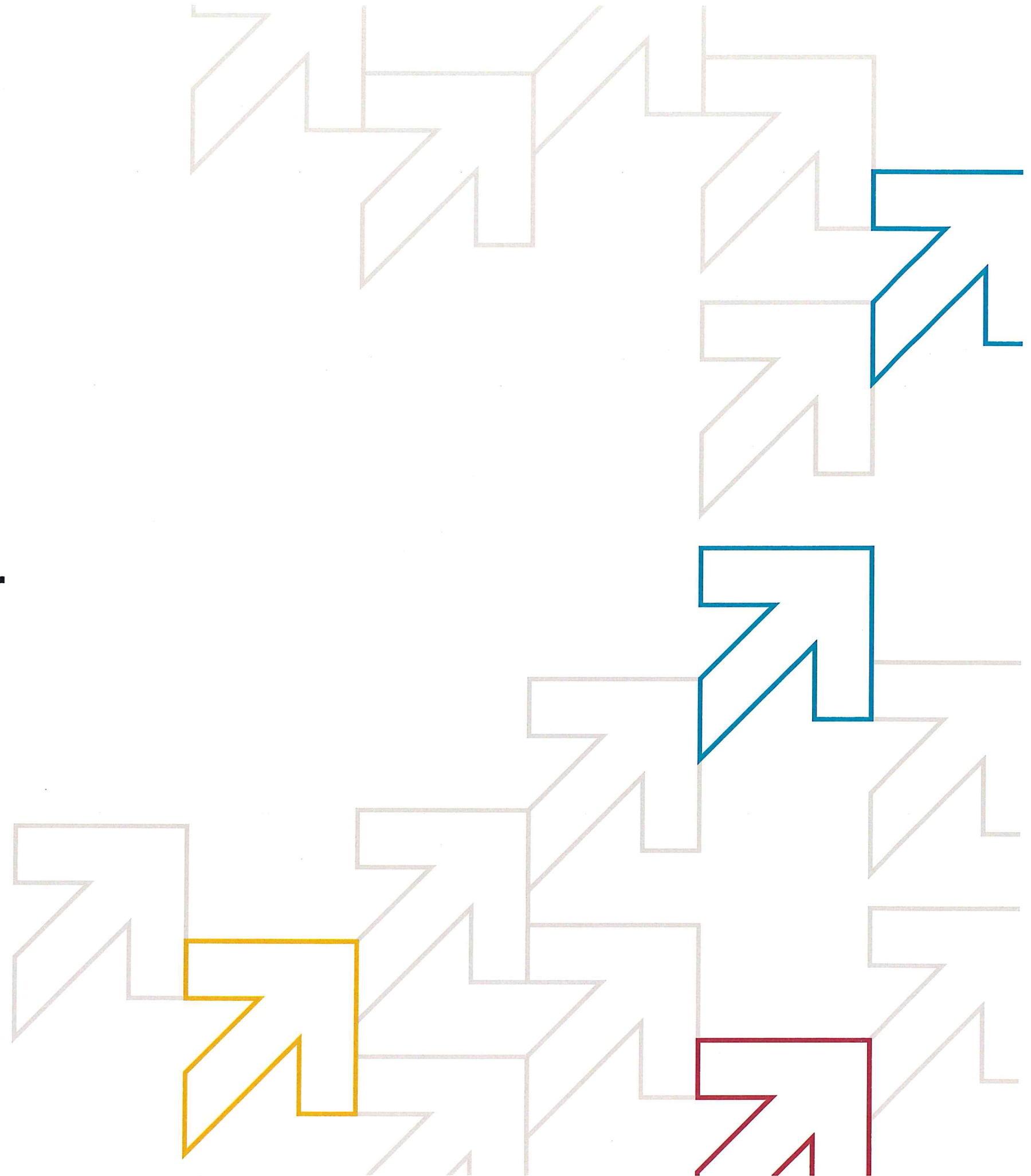


Guide

Sign Family Design

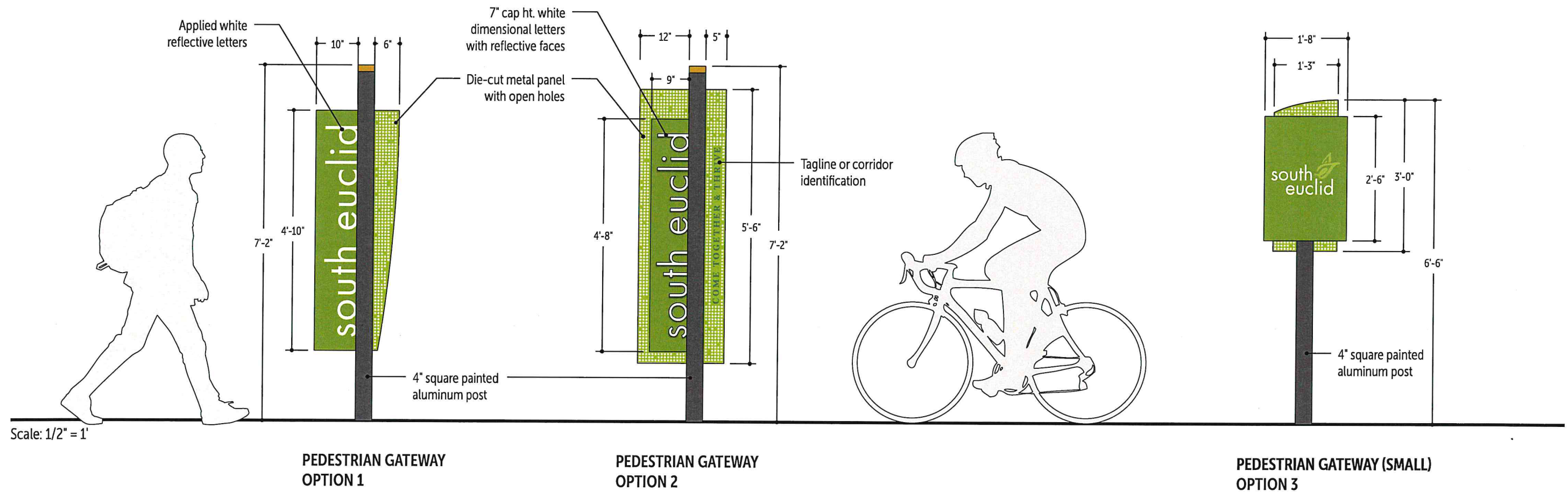
South Green Road Corridor

SCHEMATIC DESIGN | SEU1734 | JULY 25, 2022



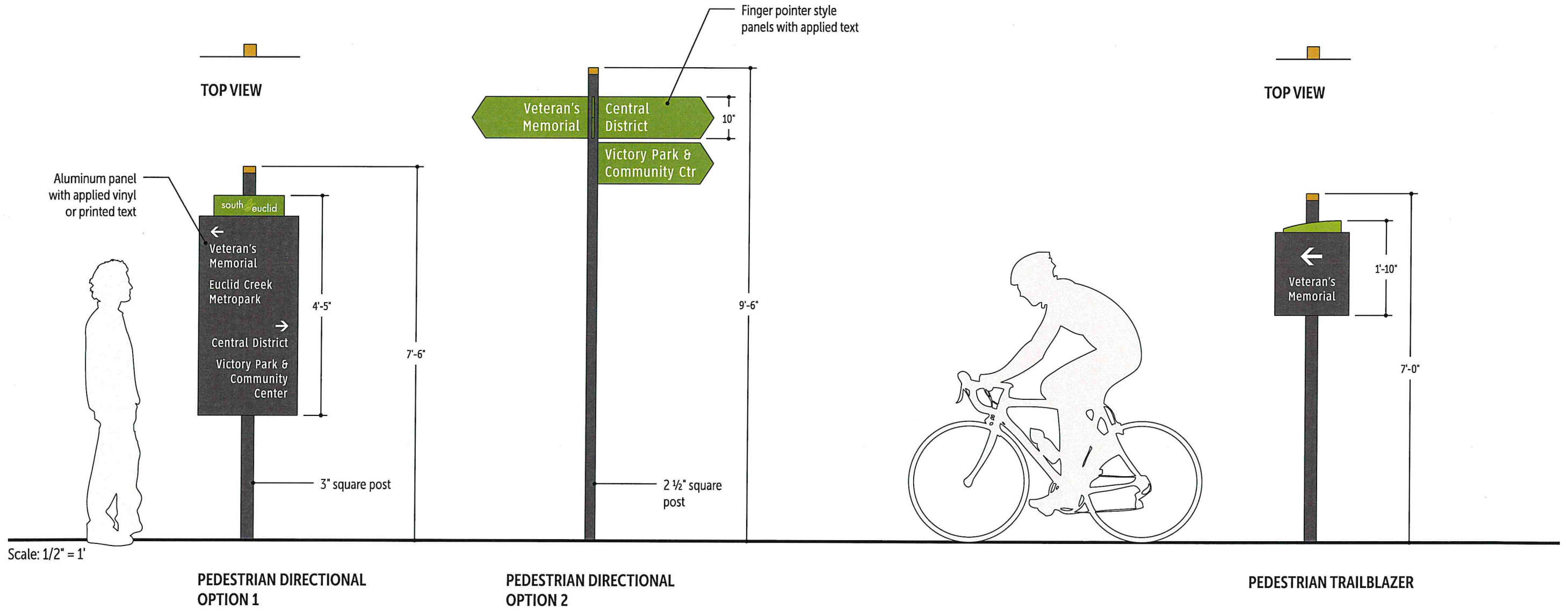
BUDGET COSTS – Fabrication and Installation (unit cost)

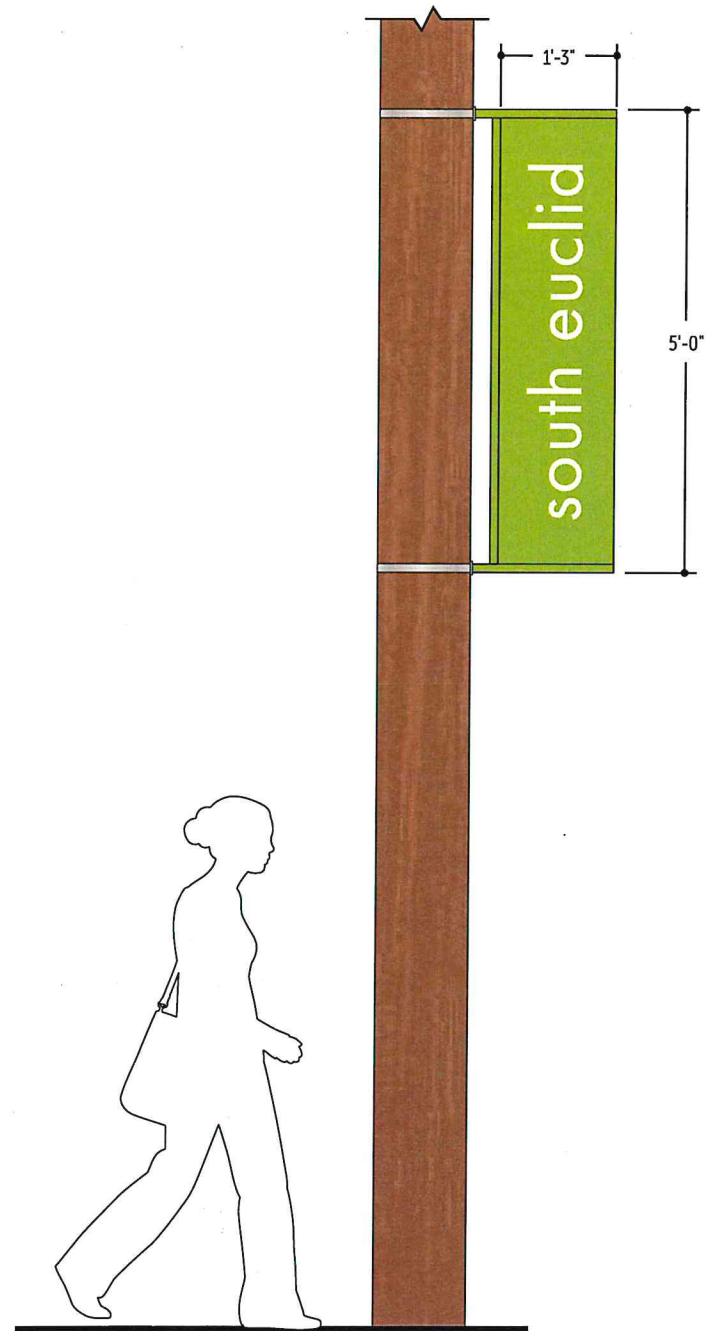
Ped Gateway <i>option 1</i>	\$1540–\$3500
Ped Gateway <i>option 2</i>	\$1890–\$4400
Ped Gateway <i>option 3</i>	\$1420–\$2800



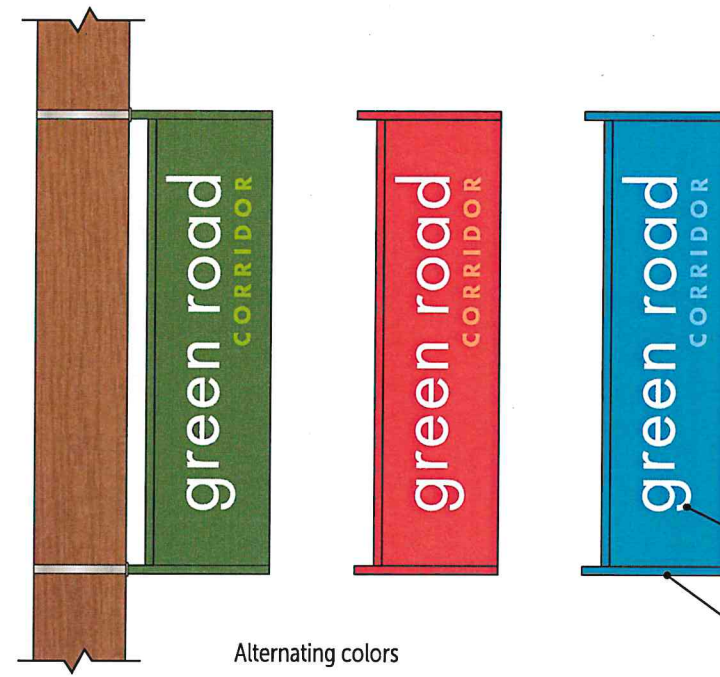
BUDGET COSTS – Fabrication and Installation (unit cost)

Ped Directional <i>option 1</i>	\$1540–\$3000
Ped Directional <i>option 2</i>	\$1740–\$3300
Ped Trailblazer	\$1420–\$2500



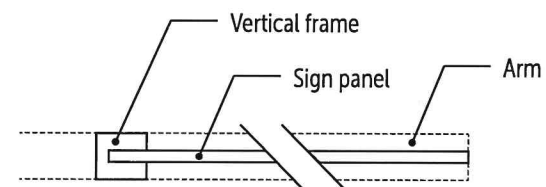


Scale: 1/2" = 1'



BRANDED BANNERS

Alternating colors



SECTION - PLAN VIEW
SCALE: 3" = 1'-0"

Alternate Option:
Price vinyl banners with typ. brackets and hardware

Applied vinyl or printed graphics on aluminum panel

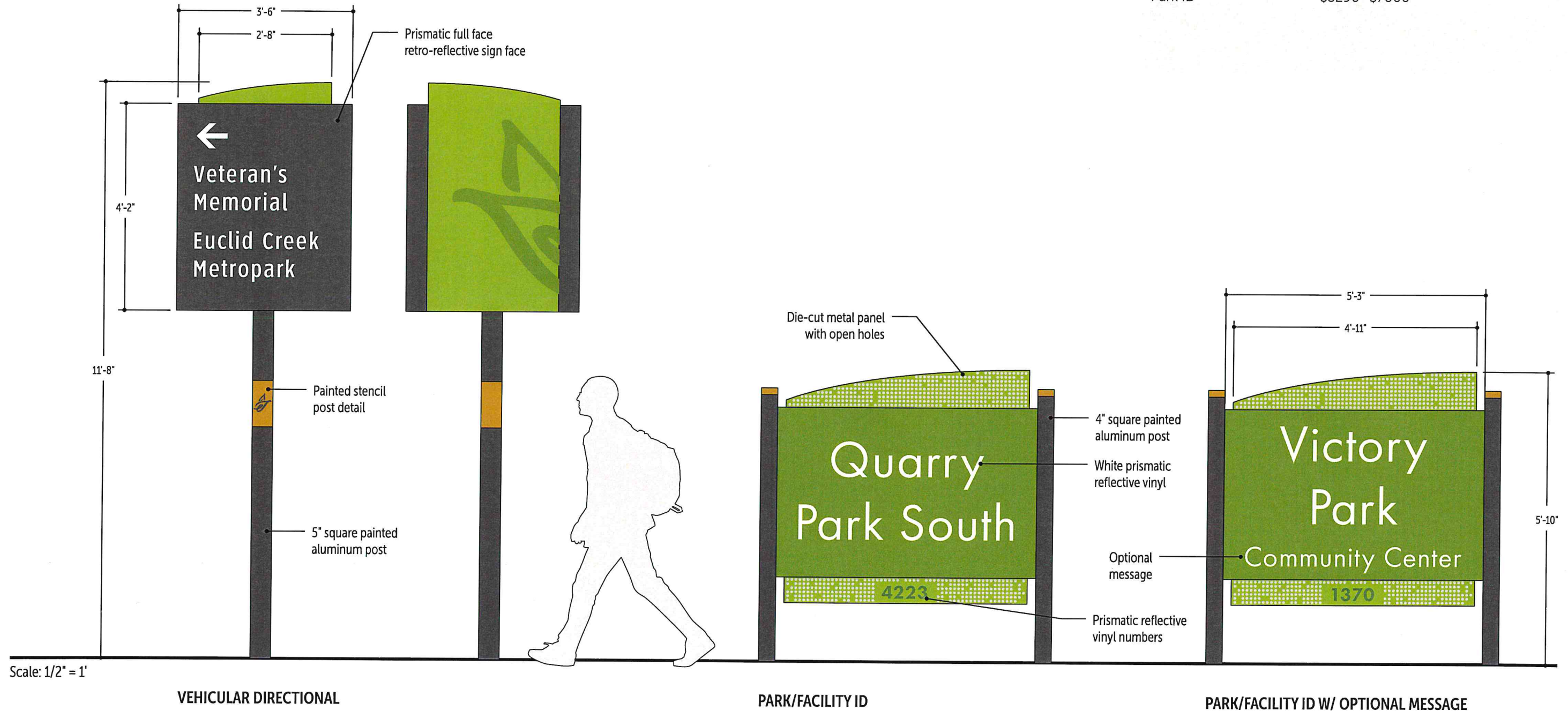
Fabricator to determine arm bracket, clamp/straps and hardware based on proper structure and windload requirements, painted to match panel

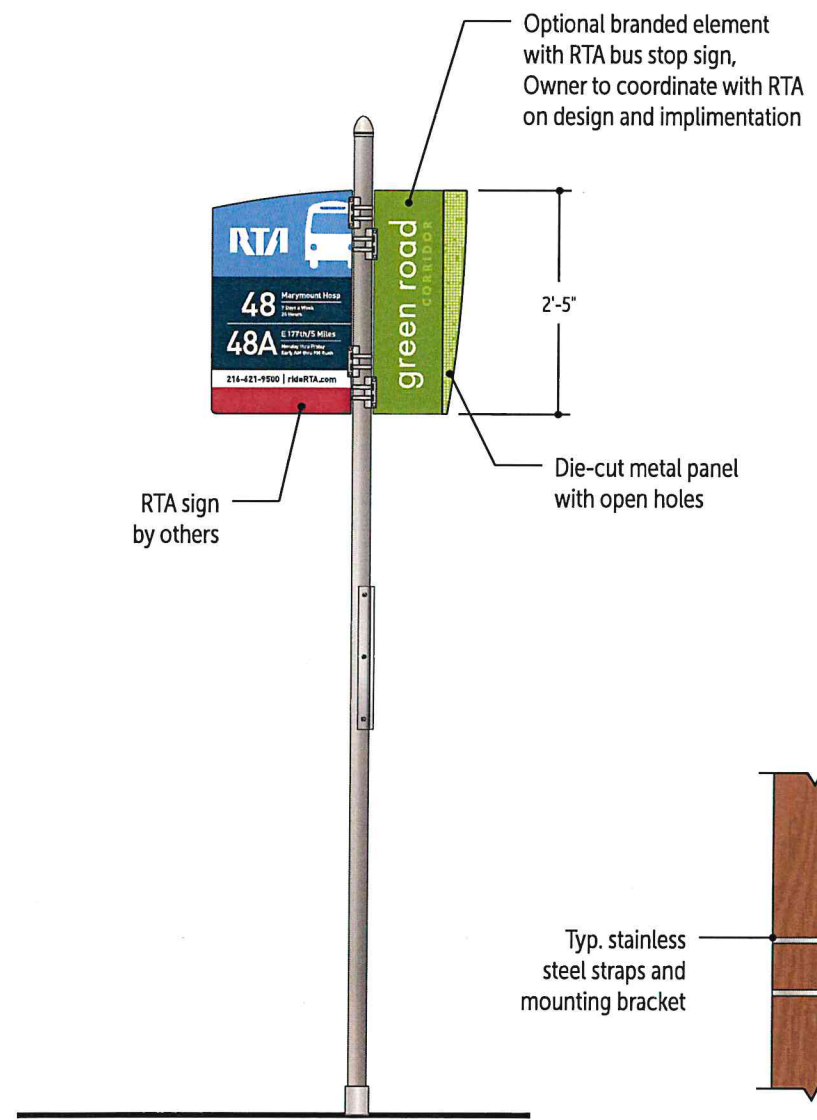
BUDGET COSTS – Fabrication and Installation (unit cost)

Banner aluminum	\$1230–\$2500
Banner vinyl	\$580–\$1000

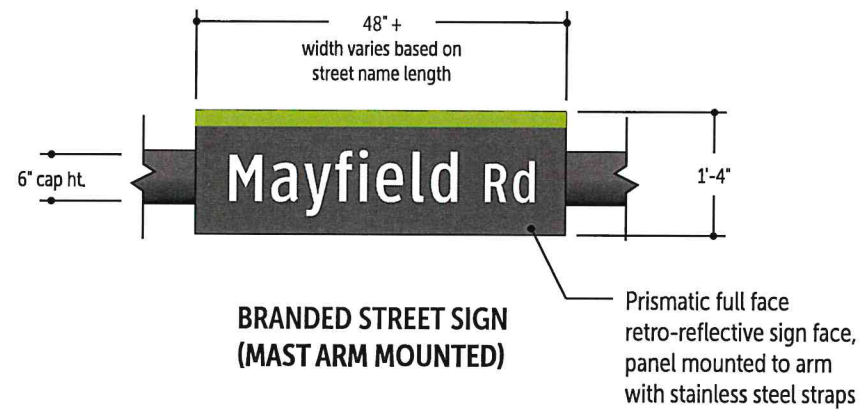
BUDGET COSTS – Fabrication and Installation (unit cost)

Vehicular Directional	\$2880–\$4400
Park ID	\$3290–\$7000

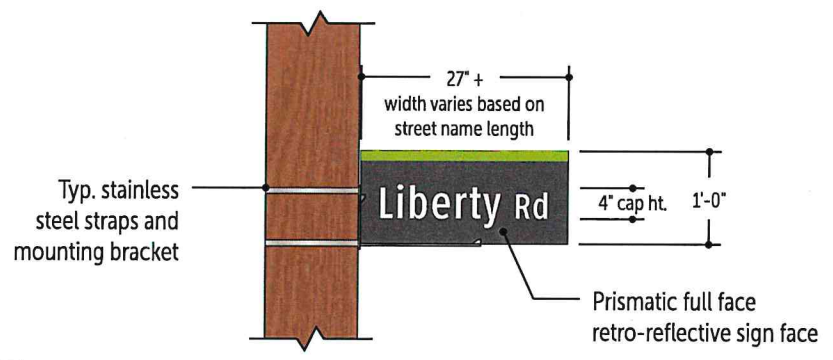




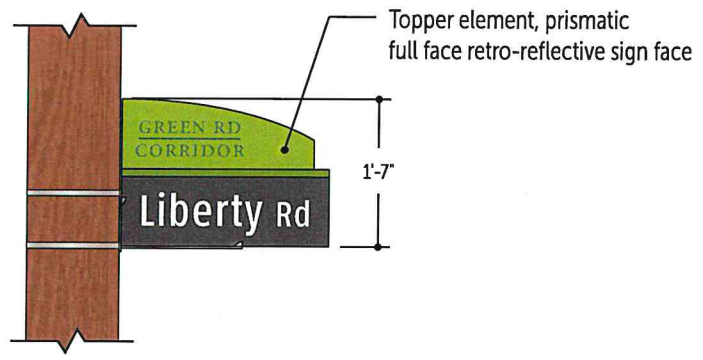
Scale: 1/2" = 1'
RTA BUS STOP BRANDED ID



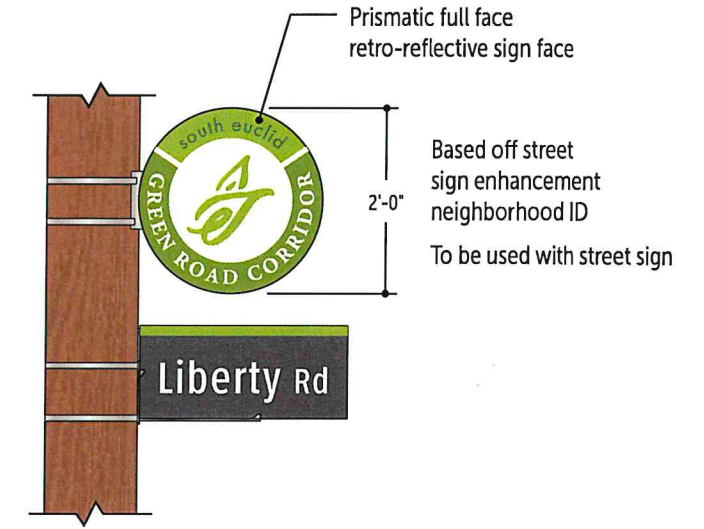
BRANDED STREET SIGN (MAST ARM MOUNTED)



BRANDED STREET SIGN (SIDE STREET - FLAG MOUNTED) OPTION 1



BRANDED STREET SIGN (SIDE STREET - FLAG MOUNTED) OPTION 2



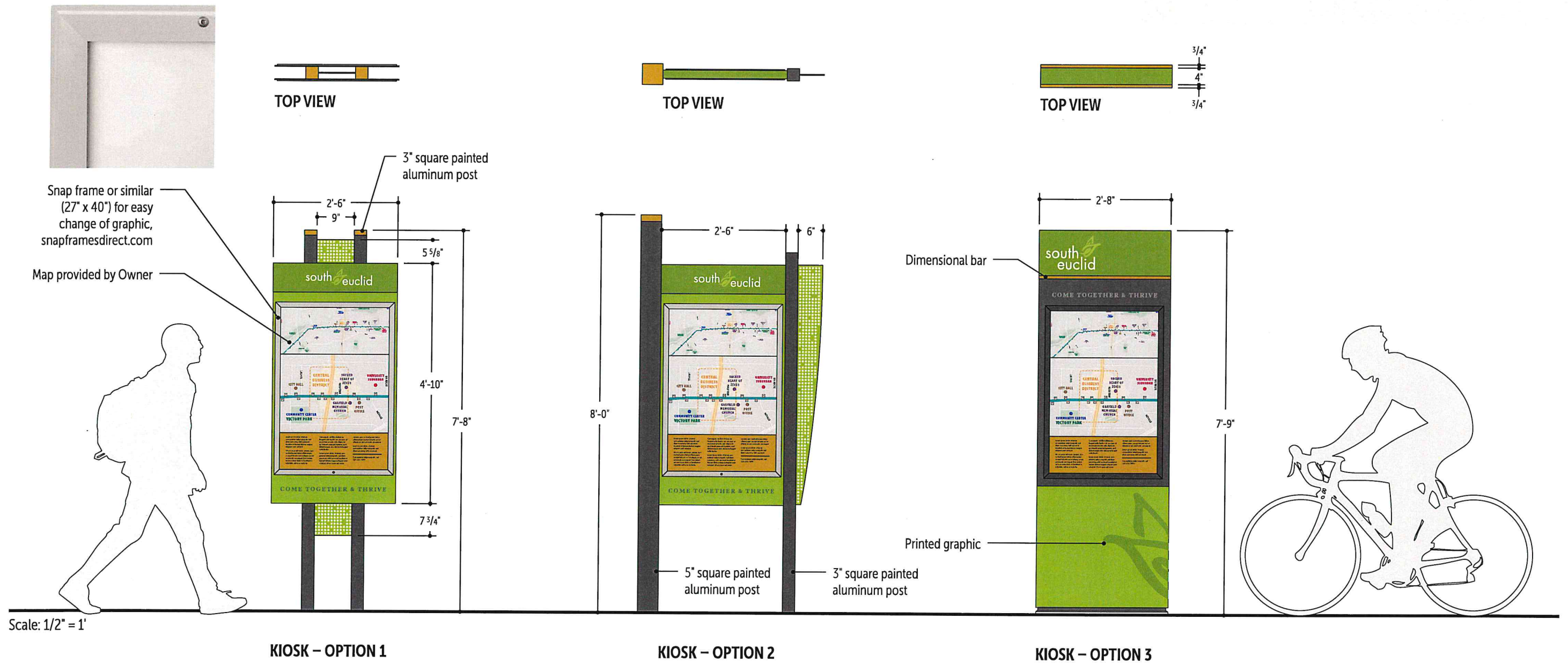
BRANDED CORRIDOR ID

BUDGET COSTS – Fabrication and Installation (unit cost)

Bus Stop Branded ID (existing post)	\$330–\$500
Branded street sign <i>mast arm</i>	\$560–\$600
Branded street sign <i>option 1</i>	\$480–\$500
Branded street sign <i>option 2</i>	\$560–\$600
Branded corridor ID	\$560–\$600

BUDGET COSTS – Fabrication and Installation (unit cost)

Kiosk option 1	\$4000–\$6000
Kiosk option 2	\$4000–\$6000
Kiosk option 3	\$5000–\$6500





UNIVERSITY HEIGHTS FIRE DEPARTMENT

Chief Robert D. Perko III
3980 Silsby Road
University Heights, OH 44118

Phone: 216.321.1939
Fax: 216.932.8584

Memorandum

TO: KELLY THOMAS, CLERK OF COUNCIL
FROM: CHIEF PERKO
SUBJECT: RESOLUTION ADOPTING THE CUYAHOGA COUNTY 2022-2027 ALL-HAZARDS MITIGATION PLAN
DATE: SEPTEMBER 26, 2022
CC: MICHAEL DYLAN BRENNAN, MAYOR/SAFETY DIRECTOR; CITY COUNCIL MEMBERS; DENNIS KENNEDY, FINANCE DIRECTOR

The Federal Disaster Mitigation Act of 2000 requires that local communities develop a hazard mitigation plan with specific goals and objectives for mitigation of natural disasters. Cuyahoga County has developed and adopted an All-Hazards Mitigation Plan which has been previously approved by the Ohio Emergency Management Agency. Adoption of this plan by the City of University Heights is necessary to expedite eligibility for Federal Disaster mitigation funding should a natural disaster occur in our community.

Hazard mitigation is any sustainable action taken to reduce or eliminate damage from future disasters. As part of the Hazard Mitigation planning process, communities in Cuyahoga County completed a Hazard Identification & Risk Assessment (HIRA). The intent of the HIRA is to identify, as much as practicable, the vulnerabilities of the community, measure the probability of those hazards occurring and identifies mitigation measures to minimize the impact on the community. The results of the risk assessment provide a framework for a better understanding of potential impacts to the community and a foundation on which to develop and prioritize mitigation actions.

Examples of hazard vulnerabilities include the potential for Severe Storms and Health Related Emergencies. Mitigation efforts that University Heights uses to minimize the impact of these hazards include the use of the County's Ready Notify System to provide emergency communications to residents. The City of University Heights could also utilize other various resources and assets from the Cuyahoga County Emergency Management Agency.

The Disaster Mitigation Act of 2000 requires all communities that desire to apply for federal mitigation funding to have an all-hazards mitigation plan. It also requires communities to review and revise the plan at least every five (5) years to reflect changes in development, progress in local mitigation efforts, and changes in priorities, in order to continue eligibility to apply for federal mitigation funds.

The all-natural hazard mitigation plan must meet the criteria established by the Federal Emergency Management Agency (FEMA) for disasters that are declared after November 1, 2004. Additionally, the local government must have an approved mitigation plan. A collaborative initiative with the Cuyahoga County Government, through the Cuyahoga County Office of Emergency Management and communities within Cuyahoga County has developed a mitigation plan which is entitled the "Countywide All Natural Hazards Mitigation Plan for Cuyahoga County". However, to utilize this



UNIVERSITY HEIGHTS FIRE DEPARTMENT

Chief Robert D. Perko III
3980 Silsby Road
University Heights, OH 44118

Phone: 216.321.1939
Fax: 216.932.8584

mitigation plan, the City of University Heights must enact legislation adopting the “Countywide All-Hazards Mitigation Plan for Cuyahoga County.”

The 2022-2027 Cuyahoga County All-Hazard Mitigation Plan can be viewed at:
<https://sites.google.com/view/cuyahoga-county-hmp-update/review-the-final-hmp>

Heights Region Annex:
<https://drive.google.com/file/d/1GxeDDXrUJ1BglwP6WVw4zfUQoI3Llm4t/view>

Resolution 2018-10 was the latest update to this plan with the City of University Heights. Therefore, I am respectfully requesting that the Mayor and Council approve and enact legislation adopting the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan.

Thank you.

RESOLUTION NO. 2022-66

INTRODUCED BY: MAYOR MICHAEL DYLAN BRENNAN

A RESOLUTION ADOPTING THE COUNTYWIDE ALL-HAZARDS MITIGATION PLAN FOR CUYAHOGA COUNTY, 2022 UPDATE AND DECLARING AN EMERGENCY.

WHEREAS, *the City of University Heights*, Cuyahoga County, Ohio is most vulnerable to natural and human-made hazards which may result in loss of life and property, economic hardship, and threats to public health and safety; and

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities; and

WHEREAS, *the City of University Heights* acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds; and

WHEREAS, the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan has been developed by the Cuyahoga County Office of Emergency Management in cooperation with other county departments, and officials and citizens of *the City of University Heights*; and

WHEREAS, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan; and

WHEREAS, the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural hazards that face the County and its municipal governments.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO, THAT:

Section 1. The Cuyahoga County 2022-2027 All-Hazards Mitigation Plan is hereby adopted as the official Hazard Mitigation Plan of *the City of University Heights* and

Section 2. The respective officials and agencies identified in the implementation strategy of the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

Section 3. It is hereby found and determined that all formal actions of the Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

Section 4. This Resolution constitutes an emergency measure for the immediate preservation of public peace, health, and safety of the citizens of the City of University Heights, Ohio, and for the additional reason to comply with adoption time requirements, and provided it receives the affirmative vote of not less than five (5) members of Council, it shall take effect immediately upon its passage and approval of the Mayor; otherwise, it shall become effective at the earliest time allowed by law.

CITY OF UNIVERSITY HEIGHTS, OHIO

MICHAEL DYLAN BRENNAN, MAYOR

PASSED: _____

ATTEST:

KELLY M. THOMAS, CLERK OF COUNCIL

APPROVED AS TO FORM:

LUKE F. MCCONVILLE, LAW DIRECTOR

RESOLUTION NO. 2018-10

INTRODUCED BY: MAYOR MICHAEL DYLAN BRENNAN

A RESOLUTION ADOPTING THE COUNTYWIDE ALL NATURAL HAZARDS MITIGATION PLAN FOR CUYAHOGA COUNTY, 2017 UPDATE AND DECLARING AN EMERGENCY.

WHEREAS, *the City of University Heights*, Cuyahoga County, Ohio is most vulnerable to natural and human-made hazards which may result in loss of life and property, economic hardship, and threats to public health and safety; and

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities; and

WHEREAS, *the City of University Heights* acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds; and

WHEREAS, the Cuyahoga County 2017-2022 All-Hazards Mitigation Plan has been developed by the Cuyahoga County Office of Emergency Management in cooperation with other county departments, and officials and citizens of *the City of University Heights*; and

WHEREAS, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Cuyahoga County 2017-2022 All-Hazards Mitigation Plan; and

WHEREAS, the Cuyahoga County 2017-2022 All-Hazards Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural hazards that face the County and its municipal governments.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO, THAT:

Section 1. The Cuyahoga County 2017-2022 All-Hazards Mitigation Plan is hereby adopted as the official Hazard Mitigation Plan of *the City of University Heights* and

Section 2. The respective officials and agencies identified in the implementation strategy of the Cuyahoga County 2017-2022 All-Hazards Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

Section 3. It is hereby found and determined that all formal actions of the Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

Section 4. This Resolution constitutes an emergency measure for the immediate preservation of public peace, health, and safety of the citizens of the City of University Heights, Ohio, and for the additional reason to comply with adoption time requirements, and provided it receives the affirmative vote of not less than five (5) members of Council, it shall take effect immediately upon its passage and approval of the Mayor; otherwise, it shall become effective at the earliest time allowed by law.

CITY OF UNIVERSITY HEIGHTS, OHIO



MICHAEL DYLAN BRENNAN, MAYOR

PASSED: 02/05/2018

ATTEST:


KELLY M. THOMAS, CLERK OF COUNCIL

APPROVED AS TO FORM:


LUKE F. MCCONVILLE, LAW DIRECTOR



UNIVERSITY HEIGHTS FIRE DEPARTMENT

Chief Robert D. Perko III
3980 Silsby Road
University Heights, OH 44118

Phone: 216.321.1939
Fax: 216.932.8584

Memorandum

TO: KELLY THOMAS, CLERK OF COUNCIL
FROM: CHIEF PERKO
SUBJECT: MOTION TO ACCEPT FY2021 FEMA AFG GRANT
DATE: SEPTEMBER 26, 2022
CC: MICHAEL DYLAN BRENNAN, MAYOR/SAFETY DIRECTOR; CITY COUNCIL MEMBERS; DENNIS KENNEDY, FINANCE DIRECTOR

The Federal Emergency Management Agency (FEMA) offers an Assistance to Firefighters Grant (AFG) program. Through this program they support the needs of public safety in local communities.

The primary goal of the AFG is to enhance the safety of the public and firefighters with respect to fire-related hazards by providing direct financial assistance to eligible fire departments, nonaffiliated EMS organizations, and State Fire Training Academies. This funding is for critically needed resources to equip and training emergency personnel to recognized standards, enhance operations efficiencies, foster interoperability, and support community resilience. This grant opportunity does not have a maximum award. The matching funds are 5% of the total request.

In 2019 the Fire Department focused the AFG grant request on safety equipment and training related to technical rescue. At that time all UHFD technical rescue equipment was previously retired due to a lack of maintenance, expired service dates, and improper storage. Taking delivery of the new tower ladder at that time also provided additional technical rescue advantages that we were not equipped or trained for. Although UHFD is part of a regional technical rescue team, our members first responding into a technical rescue incident need to have basic training and awareness. We were successfully rewarded \$127,140 in 2020 and \$101,400 in 2021 to fulfill this multi-year project.

This year the Fire Department continued to focused the grant request on safety equipment and training related to technical rescue as a third part to the aforementioned grant awards. The FY2021 grant submitted was in the amount of \$80,000.

After careful consideration, FEMA has determined that our project submitted including the application, project narrative, request details, and budget information was consistent for an award.

I am happy to announce that on August 26, 2022 the Fire Department received official notification that the \$80,000 grant project was approved. FEMA is contributing \$76,190.48 to the award and the city must provide matching funds of \$3,809.52.

Therefore, I am respectfully requesting the approval to accept the FY2021 FEMA AFG Grant for the purchase of technical rescue training and personnel expenses.

Thank you.