



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, APRIL 10, 2012
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
5:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT RELATED TO AGENDA**
- 6. APPROVAL OF MINUTES**
 - a) January 31, 2012 Committee of the Whole Meeting
 - b) March 27, 2012 Regular Meeting
- 7. MESSAGES FROM THE COUNTY EXECUTIVE**
- 8. CONSIDERATION OF A MOTION OF COUNCIL FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES**
 - a) M2012-0014: A Motion appointing Ara Alan Borazanian to serve on a Board of Revision for Cuyahoga County, and declaring the necessity that this Motion become immediately effective.

Sponsor: Council President Connally

9. CONSIDERATION OF A MOTION OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) M2012-0015: A Motion confirming the County Executive's appointment of various Mayors to serve on the Cuyahoga County Planning Commission, and declaring the necessity that this Motion become immediately effective:
- 1) The Honorable Daniel J. Ursu for the Hillcrest Region
 - 2) The Honorable Susan K. Infeld for the Heights Region
 - 3) The Honorable Michael P. Byrne for the South Central Region
 - 4) The Honorable Kathy U. Mulcahy for the Chagrin/Southeast Region

Sponsor: Council President Connally

10. COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

- a) R2012-0051: A Resolution approving the City of Cleveland to retain certain City Land Bank parcels for devotion to public use as an East Side Maintenance Facility, and declaring the necessity that this Resolution become immediately effective:
- 1) No. 126-37-038
 - 2) No. 126-37-039
 - 3) No. 126-37-040
 - 4) No. 126-37-041
 - 5) No. 126-37-042
 - 6) No. 126-37-043
 - 7) No. 126-38-016
 - 8) No. 126-38-017
 - 9) No. 126-38-018

Sponsor: Council President Connally

Committee Assignment and Chair: Finance & Budgeting – Miller

11. CONSIDERATION OF A RESOLUTION OF COUNCIL FOR THIRD READING ADOPTION

- a) R2012-0041: A Resolution supporting and collaborating with Emerald Cities Cleveland/Cuyahoga County to create a clean energy economy in Cuyahoga County by developing community workforce opportunities, enhancing environmentally sustainable practices and assisting Cuyahoga County and its political subdivisions to meet the U.S. Department of Energy's Better Buildings Challenge to make municipal buildings and facilities 20% more energy efficient by 2020.

Sponsors: Councilmembers Rogers, Miller, Connally, Simon and Germana

12. CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR THIRD READING ADOPTION

- a) O2011-0047: An Ordinance prohibiting the use of pesticides on property owned by Cuyahoga County and requiring the adoption of an Integrated Pest Management Program for County-owned properties, and declaring the necessity that this Ordinance become immediately effective.

Sponsors: Councilmembers Simon, Rogers, Miller and Jones

13. CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

- a) R2012-0061: A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management

- b) R2012-0062: A Resolution amending Resolution No. R2011-0277, which authorized awards on RQ20292 to various providers for group healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services, for the period 1/1/2012 - 12/31/2014 to change the name of a provider from United HealthCare Insurance Company to United HealthCare Services, Inc.; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

14. CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) R2012-0050: A Resolution authorizing a contract with United Way of Greater Cleveland, Inc. in the amount not-to-exceed \$821,587.50 for food and allocation of funds for Hunger Centers serving needy residents in Cuyahoga County for the period 4/1/2012 - 12/31/2012; authorizing the County Executive to execute the contract and all other documents

consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Employment and Family Services

- b) R2012-0063: A Resolution declaring that public convenience and welfare requires resurfacing of Sprague Road from Marks Road to Prospect Road in the Cities of Berea and Strongsville; total estimated construction cost \$700,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into agreements of cooperation with said municipalities in connection with said project.

Sponsor: County Executive FitzGerald/Department of Public Works/Division of County Engineer

- c) R2012-0064: A Resolution declaring that public convenience and welfare requires resurfacing of York Road from Bennett Road to State Route 82 in the City of North Royalton; total estimated construction cost \$700,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.

Sponsor: County Executive FitzGerald/Department of Public Works/Division of County Engineer

- d) R2012-0065: A Resolution making an award on RQ21215 to O.R. Colan Associates of Florida, LLC, in the amount not-to-exceed \$715,005.00 for right-of-way acquisition services in connection with improvement of Pleasant Valley/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Public Works/Division of County Engineer

- e) R2012-0066: A Resolution making an award on RQ22552 to Burton Scot Contractors, LLC, in the amount not-to-exceed \$2,213,811.02 for resurfacing of Green Road from Chagrin Boulevard to Fairmount Boulevard in the Cities of Beachwood and Shaker Heights; authorizing the County Executive to execute the contract and all other documents

consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Public Works/
Division of County Engineer

- f) R2012-0067: A Resolution making an award on RQ22624 to Suburban Maintenance and Construction, Inc. in the amount not-to-exceed \$908,993.93 for replacement of Austin Powder Drive Bridge No. 137 over a branch of Tinkers Creek in the Village of Glenwillow; authorizing the County Executive to enter into a contract consistent with said award; and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in said amount to fund said contract.

Sponsor: County Executive FitzGerald/Department of Public Works/
Division of County Engineer

- g) R2012-0068: A Resolution authorizing a revenue generating agreement with Woods Cove II LLC, as purchaser, and Axis Capital Management, Inc., as servicer, in the amount not-to-exceed \$7,000,000.00 for the sale of tax lien certificates; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/County Treasurer

- h) R2012-0069: A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 by providing for an additional fiscal appropriation from the General Fund in order to meet the budgetary needs of a County department; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Budget &
Management

- i) R2012-0070: A Resolution making an award on RQ22439 to Motorola Solutions, Inc., in the amount not-to-exceed \$2,071,650.00 for the purchase of interoperable radios and vehicular chargers for the Department of Public Safety and Justice Services; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Procurement & Diversity

15. COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

- a) R2012-0023: A Resolution declaring that public convenience and welfare requires replacement of Rockside Road Bridge No. 3.32 over the Cuyahoga River in the City of Independence and Village of Valley View; total estimated construction cost \$8,000,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into agreements of cooperation with said municipalities in connection with said project.

Sponsor: County Executive FitzGerald/Department of Public Works/
Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Jones

- b) R2012-0024: A Resolution declaring that public convenience and welfare requires resurfacing of Emery Road from Northfield Road to Merrygold Avenue in the City of Warrensville Heights and Village of North Randall; total estimated construction cost \$3,300,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into agreements of cooperation with said municipalities in connection with said project.

Sponsors: County Executive FitzGerald/Department of Public Works/
Division of County Engineer and Councilmember Jones

Committee Assignment and Chair: Public Works, Procurement & Contracting – Jones

- c) R2012-0025: A Resolution declaring that public convenience and welfare requires resurfacing of Turney Road from Sladden Avenue to Hathaway Road in the City of Garfield Heights; total estimated construction cost \$4,125,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.

Sponsors: County Executive FitzGerald/Department of Public Works/
Division of County Engineer and Councilmember Jones

Committee Assignment and Chair: Public Works, Procurement & Contracting – Jones

- d) R2012-0054: A Resolution declaring that public convenience and welfare requires resurfacing of Egbert Road from Dunham Road to Walton Hills East Corporation Line in the Village of Walton Hills; total estimated construction cost \$2,536,935.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.

Sponsor: County Executive FitzGerald/Department of Public Works/
Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Jones

- e) R2012-0055: A Resolution making an award on RQ20292 to Sun Life Assurance Company of Canada in the amount of \$1,953,538.00 for group healthcare benefits for County employees and their eligible dependents including stop loss insurance for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute a contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

Committee Assignment and Chair: Human Resources, Appointments & Equity – Conwell

- f) R2012-0056: A Resolution making awards on RQ20783 to various appraisers, in the total amount of \$900,000.00, for real estate appraisal services subject to Sheriff's Sale for the period 5/1/2012 - 4/30/2014; and authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution:

- 1) Brent T. Bailey
- 2) Lana Blaze
- 3) Vernon A. Blaze
- 4) Bradford E. Charnas
- 5) Thomas P. Costello
- 6) Marilyn J. Fandrich
- 7) William J. Gaydos
- 8) Cathleen A. Higgins

- 9) Brian E. Lynch
- 10) John J. Rusnov
- 11) Michael D. Wagner

Sponsor: County Executive FitzGerald/County Sheriff

Committee Assignment and Chair: Public Safety – Gallagher

- g) R2012-0057: A Resolution authorizing an agreement with City of Cleveland in the amount not-to-exceed \$2,402,698.00 for planning, training, exercises, equipment and grant administration expenses in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 8/1/2010 - 6/30/2013; and authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution.

Sponsor: County Executive FitzGerald/Department of Public Safety and Justice Services/Division of Public Safety Grants

Committee Assignment and Chair: Public Safety – Gallagher

- h) R2012-0058: A Resolution amending Resolution No. R2012-0034, which made awards on RQ21241 to various providers for the Family to Family Neighborhood System of Care for the period 4/1/2012 - 3/31/2014; and declaring the necessity that this Resolution become immediately effective:

- 1) to rescind the award to Cleveland Urban Minority Alcoholism & Drug Abuse Outreach Project in the amount not-to-exceed \$640,928.00.
- 2) to change the amount of the award to Catholic Charities Community Services Corporation (St. Martin de Porres Family Center) from \$640,928.00 to \$1,281,856.00.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Children and Family Services

Committee Assignment and Chair: Health, Human Services & Aging – Brady

- i) R2012-0059: A Resolution authorizing a contract with Starting Point in the amount not-to-exceed \$2,038,762.00 for administration of the Family Child Care Home Regional System for the Invest in Children Program for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute the contract and all other documents consistent with this

Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood

Committee Assignment and Chair: Health, Human Services & Aging – Brady

- j) R2012-0060: A Resolution making awards on RQ22383 to various providers for emergency shelter services for homeless men, women and families for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) Lutheran Metropolitan Ministry in the amount not-to-exceed \$1,654,920.00, for men located at 2100 Lakeside Avenue, Cleveland.
- 2) MHS, Inc. in the amount not-to-exceed \$1,124,293.00, for women and families located at 2219-2227 Payne Avenue, Cleveland.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Committee Assignment and Chair: Health, Human Services & Aging – Brady

16. CONSIDERATION OF AN ORDINANCE FOR THIRD READING ADOPTION

- a) O2012-0009: An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources on behalf of Human Resource Commission

17. MISCELLANEOUS COMMITTEE REPORTS

18. MISCELLANEOUS BUSINESS

19. PUBLIC COMMENT UNRELATED TO AGENDA

20. ADJOURNMENT

NEXT MEETING

REGULAR MEETING:

TUESDAY, APRIL 24, 2012
5:00 PM / COUNCIL CHAMBERS

*In accordance with Ordinance No. O2011-0020, complimentary parking in the Huntington Park Garage will be available for the public **beginning at 4:00 p.m.** on any day when the Council or any of its committees holds evening meetings. Please see the Clerk to obtain a parking pass.



MINUTES

**CUYAHOGA COUNTY COMMITTEE OF THE WHOLE MEETING
TUESDAY, JANUARY 31, 2012
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
4:00 PM**

1. CALL TO ORDER

In the absence of Council President Connally, Council Vice President Simon presided over the meeting. The meeting was called to order at 4:08 p.m.

2. ROLL CALL

Council Vice President Simon asked Clerk Schmotzer to call the roll. Councilmembers Germana, Gallagher, Conwell, Rogers, Simon, Greenspan, Miller and Brady were in attendance and a quorum was determined. Councilmember Jones entered the meeting shortly after the roll call was taken. Council President Connally and Councilmember Schron were absent from the meeting.

3. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments were given.

4. DISCUSSION

a) Inner Belt Bridge Project

Ms. Bonnie Teeuwen, Director of Public Works, addressed the Committee regarding the loss of funding from the State to complete the Inner Belt Bridge Project. Discussion ensued.

Councilmembers asked questions of Ms. Teeuwen pertaining to the item, which she answered accordingly

b) Sale or Lease of the Ohio Turnpike

Mr. Ed Jerse, Director of Regional Collaboration, addressed the Committee regarding the possible sale or leasing of the Ohio Turnpike. Discussion ensued.

Councilmembers asked questions of Mr. Jerse pertaining to the item, which he answered accordingly.

5. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

6. OTHER PUBLIC COMMENT

No public comments were given.

7. ADJOURNMENT

With no further business to discuss and on a motion by Council Vice President Simon with a second by Mr. Germana, the meeting was adjourned at 5:34 p.m., without objection.



MINUTES

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, MARCH 27, 2012
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
5:00 PM**

1. CALL TO ORDER

The meeting was called to order by Council President Connally at 5:03 p.m.

2. ROLL CALL

Council President Connally asked Clerk Schmotzer to call the roll. Councilmembers Rogers, Simon, Greenspan, Miller, Brady, Germana, Gallagher, Conwell, Jones and Connally were in attendance and a quorum was determined. Councilmember Schron was absent from the meeting.

A motion was then made by Mr. Miller, seconded by Mr. Gallagher and approved by unanimous vote to excuse Mr. Schron from the meeting.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

Council President Connally requested a moment of silent meditation be dedicated to justice prevailing in Sanford, Florida and all over America.

5. PUBLIC COMMENT RELATED TO AGENDA

No public comments were given.

6. APPROVAL OF MINUTES

- a) January 24, 2012 Work Session

A motion was made by Ms. Conwell, seconded by Mr. Rogers and approved by unanimous vote to approve the minutes of the January 24, 2012 work session.

- b) March 13, 2012 Work Session

A motion was made by Mr. Miller, seconded by Mr. Germana and approved by unanimous vote to approve the minutes of the March 13, 2012 work session.

- c) March 13, 2012 Regular Meeting

A motion was made by Ms. Conwell, seconded by Mr. Miller and approved by unanimous vote to approve the minutes of the March 13, 2012 meeting.

7. MESSAGES FROM THE COUNTY EXECUTIVE

- a) Contracts executed by County Executive (attachment).

There were no messages given by the County Executive, who was absent from the meeting.

Council President Connally then reported the following:

- 1) Presented a report from Wade Steen, Fiscal Officer, regarding dog licenses and fees and donations to the Animal Shelter;**
- 2) Provided the status of the sexennial reappraisal process; and**
- 3) Council and Executive staff will be participating in a Harvest for Hunger Challenge to collect the most pounds of food.**

8. COMMITTEE REPORTS AND CONSIDERATION OF MOTIONS OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rule 9D and to place on final passage Motion Nos. M2012-0010, M2012-0011, M2012-0012 and M2012-0013.

- a) M2012-0010: A Motion providing for the appointment of Valerie J. Harry to serve as Director of Internal Auditing, and declaring the necessity that this Motion become immediately effective.

Sponsor: Council President Connally

Committee Assignment and Chair: Human Resources, Appointments & Equity – Conwell

A motion was made by Council President Connally, seconded by Mr. Germana and approved by unanimous vote to amend Section 1 of Motion No. M2012-0010 by deleting “confirms” and replacing it with “appoints.”

On a motion by Mr. Rogers with a second by Ms. Simon, Motion No. M2012-0010 was considered and approved by unanimous vote, as amended.

- b) M2012-0011: A Motion confirming the County Executive’s appointment of The Honorable Gary A. Norton, Jr., to serve on the Greater Cleveland Regional Transit Authority Board of Trustees, and declaring the necessity that this Motion become immediately effective.

Sponsor: Council President Connally

Committee Assignment and Chair: Human Resources, Appointments & Equity – Conwell

On a motion by Mr. Rogers with a second by Ms. Conwell, Motion No. M2012-0011 was considered and approved by unanimous vote.

- c) M2012-0012: A Motion confirming the County Executive’s appointment of Megan O’Bryan to serve on the Cuyahoga Community College Board of Trustees, and declaring the necessity that this Motion become immediately effective.

Sponsor: Council President Connally

Committee Assignment and Chair: Human Resources, Appointments & Equity – Conwell

On a motion by Mr. Rogers with a second by Ms. Conwell, Motion No. M2012-0012 was considered and approved by unanimous vote.

- d) M2012-0013: A Motion confirming the County Executive’s appointment of individuals to serve on the Tax Incentive Review Councils, and declaring the necessity that this Motion become immediately effective:
 - 1) Richard Sensenbrenner
 - 2) Jonathan Holody
 - 3) Maggie Keenan
 - 4) Joe Micciulla

Sponsor: Council President Connally

Committee Assignment and Chair: Human Resources, Appointments & Equity – Conwell

On a motion by Mr. Rogers with a second by Ms. Conwell, Motion No. M2012-0013 was considered and approved by unanimous vote.

9. CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) R2012-0051: A Resolution approving the City of Cleveland to retain certain City Land Bank parcels for devotion to public use as an East Side Maintenance Facility, and declaring the necessity that this Resolution become immediately effective:
- 1) No. 126-37-038
 - 2) No. 126-37-039
 - 3) No. 126-37-040
 - 4) No. 126-37-041
 - 5) No. 126-37-042
 - 6) No. 126-37-043
 - 7) No. 126-38-016
 - 8) No. 126-38-017
 - 9) No. 126-38-018

Sponsor: Council President Connally

Council President Connally referred Resolution No. R2012-0051 to the Finance & Budgeting Committee.

10. COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR SECOND READING

- a) R2012-0041: A Resolution supporting and collaborating with Emerald Cities Cleveland/Cuyahoga County to create a clean energy economy in Cuyahoga County by developing community workforce opportunities, enhancing environmentally sustainable practices and assisting Cuyahoga County and its political subdivisions to meet the U.S. Department of Energy's Better Buildings Challenge to make municipal buildings and facilities 20% more energy efficient by 2020.

Sponsors: Councilmembers Rogers, Miller, Connally, Simon and Germana

Committee Assignment and Chair: Environment & Sustainability – Rogers

Clerk Schmotzer read Resolution No. R2012-0041 into the record.

This item will move to the April 10, 2012 Council meeting agenda for consideration for third reading adoption.

11. COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR SECOND READING

- a) O2011-0047: An Ordinance prohibiting the use of pesticides on property owned by Cuyahoga County and requiring the adoption of an Integrated Pest Management Program for County-owned properties, and declaring the necessity that this Ordinance become immediately effective.

Sponsors: Councilmembers Simon, Rogers, Miller and Jones

Committee Assignment and Chair: Environment & Sustainability – Rogers

Clerk Schmotzer read Ordinance No. O2011-0047 into the record.

This item will move to the April 10, 2012 Council meeting agenda for consideration for third reading adoption.

12. CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR THIRD READING ADOPTION

- a) O2012-0003: An Ordinance establishing rules and procedures for operation of Charter Review Commissions in Cuyahoga County, pursuant to Article 12, Section 9, of the Cuyahoga County Charter.

Sponsors: Councilmembers Miller, Conwell and Greenspan

A motion was made by Mr. Miller, seconded by Mr. Greenspan and approved by unanimous vote to amend Rule 21, line 1 of Ordinance No. O2012-0003 by deleting “President” and replacing it with “Chairperson” and by deleting “Vice President” and replacing it with “Vice Chairperson.”

On a motion by Mr. Miller with a second by Ms. Conwell, Ordinance No. O2012-0003 was considered and adopted by unanimous vote, as amended.

13. CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Miller and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2012-0052.

- a) R2012-0052: A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management

On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2012-0052 was considered and adopted by unanimous vote.

14. CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES/EXECUTIVE SESSION

[Note: Item No. 14 was taken out of order after Item No. 23 on the agenda.]

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2012-0053.

- a) R2012-0053: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Graphic Communications Conference, Local 546M, affiliated with the International Brotherhood of Teamsters, covering approximately 7 employees in the County Print Shop for the period 2/1/2012 - 1/31/2015; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Departments of Law and Public Works/Division of Finance and Planning

A motion was made by Mr. Miller, seconded by Ms. Simon, and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing matters concerning collective bargaining, and for no other purpose whatsoever. Executive Session was then called to order by Council President Connally at 6:17 p.m. The following members were present: Councilmembers Rogers, Simon, Greenspan, Miller, Brady, Germana, Gallagher, Conwell, Jones and Connally. The following additional attendees were present: Clerk of Council Jeanne Schmotzer, Deputy Clerk of Council Nikima Barnhill, Assistant Deputy Clerk of Council Janine Thurman, Director of Law Majeed Makhlof, Deputy Chief Director of Law Nora Hurley, Chief of Staff Joe Nanni, Legislative Budget Advisor Trevor McAleer and

Director of Public Works Bonnie Teeuwen. At 6:35 p.m. Executive Session was adjourned, without objection, and Council President Connally then reconvened the regular meeting.

On a motion by Mr. Rogers with a second by Ms. Conwell, Resolution No. R2012-0053 was considered and adopted by unanimous vote.

15. CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) R2012-0054: A Resolution declaring that public convenience and welfare requires resurfacing of Egbert Road from Dunham Road to Walton Hills East Corporation Line in the Village of Walton Hills; total estimated construction cost \$2,536,935.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.

Sponsor: County Executive FitzGerald/Department of Public Works/
Division of County Engineer

Council President Connally referred Resolution No. R2012-0054 to the Public Works, Procurement & Contracting Committee.

- b) R2012-0055: A Resolution making an award on RQ20292 to Sun Life Assurance Company of Canada in the amount of \$1,953,538.00 for group healthcare benefits for County employees and their eligible dependents including stop loss insurance for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute a contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

Council President Connally referred Resolution No. R2012-0055 to the Human Resources, Appointments & Equity Committee.

- c) R2012-0056: A Resolution making awards on RQ20783 to various appraisers, in the total amount of \$900,000.00, for real estate appraisal services subject to Sheriff's Sale for the period 5/1/2012 - 4/30/2014; and authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution:

- 1) Brent T. Bailey
- 2) Lana Blaze

- 3) Vernon A. Blaze
- 4) Bradford E. Charnas
- 5) Thomas P. Costello
- 6) Marilyn J. Fandrich
- 7) William J. Gaydos
- 8) Cathleen A. Higgins
- 9) Brian E. Lynch
- 10) John J. Rusnov
- 11) Michael D. Wagner

Sponsor: County Executive FitzGerald/County Sheriff

Council President Connally referred Resolution No. R2012-0056 to the Public Safety Committee.

- d) R2012-0057: A Resolution authorizing an agreement with City of Cleveland in the amount not-to-exceed \$2,402,698.00 for planning, training, exercises, equipment and grant administration expenses in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 8/1/2010 - 6/30/2013; and authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution.

Sponsor: County Executive FitzGerald/Department of Public Safety and Justice Services/Division of Public Safety Grants

Council President Connally referred Resolution No. R2012-0057 to the Public Safety Committee.

- e) R2012-0058: A Resolution amending Resolution No. R2012-0034, which made awards on RQ21241 to various providers for the Family to Family Neighborhood System of Care for the period 4/1/2012 - 3/31/2014; and declaring the necessity that this Resolution become immediately effective:
 - 1) to rescind the award to Cleveland Urban Minority Alcoholism & Drug Abuse Outreach Project in the amount not-to-exceed \$640,928.00.
 - 2) to change the amount of the award to Catholic Charities Community Services Corporation (St. Martin de Porres Family Center) from \$640,928.00 to \$1,281,856.00.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Children and Family Services

Council President Connally referred Resolution No. R2012-0058 to the Health, Human Services & Aging Committee.

- f) R2012-0059: A Resolution authorizing a contract with Starting Point in the amount not-to-exceed \$2,038,762.00 for administration of the Family Child Care Home Regional System for the Invest in Children Program for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood

Council President Connally referred Resolution No. R2012-0059 to the Health, Human Services & Aging Committee.

- g) R2012-0060: A Resolution making awards on RQ22383 to various providers for emergency shelter services for homeless men, women and families for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) Lutheran Metropolitan Ministry in the amount not-to-exceed \$1,654,920.00, for men located at 2100 Lakeside Avenue, Cleveland.
- 2) MHS, Inc. in the amount not-to-exceed \$1,124,293.00, for women and families located at 2219-2227 Payne Avenue, Cleveland.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Council President Connally referred Resolution No. R2012-0060 to the Health, Human Services & Aging Committee.

16. COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2012-0043, R2012-0045, R2012-0046, R2012-0047, R2012-0048 and R2012-0049.

- a) R2012-0043: A Resolution authorizing a two-year moratorium on requiring a local funding match for roadway projects, effective 2/29/2012;

and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Department of Public Works and Councilmembers Jones, Germana and **Rogers**

Committee Assignment and Chair: Public Works, Procurement & Contracting – Jones

On a motion by Mr. Rogers with a second by Mr. Jones, Resolution No. R2012-0043 was considered and adopted by unanimous vote.

- b) R2012-0045: A Resolution authorizing a Brownfields Revolving Loan Fund (BRLF) Subgrant award in the amount not-to-exceed \$600,000.00 to Cleveland-Cuyahoga County Port Authority for environmental cleanup for the Dike 14 project, located at 8701 Lakeshore Boulevard, Cleveland, for the period 3/1/2012 - 6/30/2013; authorizing the County Executive and/or Director of Development to execute all documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Department Development and **Councilmembers Gallagher, Simon, Germana, Rogers, Miller, Conwell, Greenspan, Brady, Jones and Connally**

Committee Assignment and Chair: Economic Development & Planning – Schron

A motion was made by Mr. Brady, seconded by Mr. Miller and approved by unanimous vote to amend the 3rd WHEREAS clause in Resolution No. R2012-0045 by deleting “removal” and replacing it with “mitigation.”

On a motion by Mr. Brady with a second by Mr. Greenspan, Resolution No. R2012-0045 was considered and adopted by unanimous vote, as amended.

- c) R2012-0046: A Resolution authorizing an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$669,566.00 for the Early Childhood Mental Health Services Program for the Invest in Children Program for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood

Committee Assignment and Chair: Health, Human Services & Aging –
Brady

On a motion by Mr. Brady with a second by Mr. Miller, Resolution No. R2012-0046 was considered and adopted by unanimous vote.

- d) R2012-0047: A Resolution authorizing an amendment to Contract No. CE1100057-02, 04 with Starting Point for administration of the Teacher Education and Compensation Helps Program and Early Care and Education Professional Development System for the Invest in Children Program for the period 1/1/2011 - 12/31/2011 to extend the time period to 12/31/2012; to change the terms, effective 1/1/2011; and for additional funds in the amount of \$644,521.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood and Councilmember Jones

Committee Assignment and Chair: Health, Human Services & Aging –
Brady

On a motion by Mr. Brady with a second by Mr. Miller, Resolution No. R2012-0047 was considered and adopted by unanimous vote.

- e) R2012-0048: A Resolution authorizing agreements with various providers for child support services for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) Court of Common Pleas/Division of Domestic Relations in the amount of \$2,043,465.47.
- 2) Court of Common Pleas/Division of Juvenile Court in the amount of \$2,182,292.90.
- 3) Cuyahoga County Prosecuting Attorney's Office in the amount of \$2,197,463.44.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Employment and Family Services/Cuyahoga Support Enforcement Agency

Committee Assignment and Chair: Justice Affairs – Simon

On a motion by Ms. Simon with a second by Ms. Conwell, Resolution No. R2012-0048 was considered and adopted by unanimous vote.

- f) R2012-0049: A Resolution authorizing an agreement with Cuyahoga County Treasurer's Office in the amount not-to-exceed \$39,175.79 for child support services for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Employment and Family Services/Cuyahoga Support Enforcement Agency

Committee Assignment and Chair: Justice Affairs – Simon

On a motion by Ms. Simon with a second by Ms. Conwell, Resolution No. R2012-0049 was considered and adopted by unanimous vote.

17. CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- a) R2012-0036: A Resolution authorizing an Economic Development Large Scale Attraction Loan in the amount not-to-exceed \$3,000,000.00 to Philips Medical Systems (Cleveland), Inc. for renovation of property located at 595 Miner Road, Highland Heights; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Department of Development and Councilmembers Gallagher, **Greenspan, Miller, Brady, Germana, Conwell, Jones, Rogers, Simon and Connally**

On a motion by Ms. Conwell with a second by Ms. Simon, Resolution No. R2012-0036 was considered and adopted by unanimous vote.

- b) R2012-0037: A Resolution authorizing an Economic Development Large Scale Attraction Loan in the amount not-to-exceed \$3,000,000.00 to 800 Superior, LLC, for renovation of property located at 800 Superior Avenue, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Department of Development and Councilmember Gallagher, **Greenspan, Miller, Brady, Conwell, Jones, Rogers, Simon and Connally**

A motion was made by Mr. Brady, seconded by Mr. Greenspan and approved by unanimous vote to amend Resolution No. R2012-0037 by changing the borrower's name wherever it appears in the Resolution from "800 Superior, LLC," to "800 Superior NMTC Investment Fund II LLC" and by changing the names of the principal owners in the 7th WHEREAS clause from "AmTrust Financial Services, Inc. (50%)" and "Intego National Insurance Company (50%)" to "Key Community Development Corporation (51%)" and "AmTrust Financial Services (49%) or affiliate."

On a motion by Ms. Conwell with a second by Mr. Rogers, Resolution No. R2012-0037 was considered and adopted by majority vote, as amended, with Mr. Germana recusing himself from the vote.

18. CONSIDERATION OF AN ORDINANCE FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Ordinance No. O2012-0010.

- a) O2012-0010: An Ordinance amending Ordinance No. O2011-0039, which established procedures governing the use by the County of alternate construction project delivery methods, including construction manager-at-risk, design-build and general contracting project delivery methods for public construction projects, to provide for an exemption process; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive FitzGerald/Department of Public Works and Councilmember Schron

A motion was made by Council President Connally, seconded by Mr. Miller and approved by unanimous vote to amend Section 1 of Ordinance No. O2012-0010 by removing "On an individualized, case by case basis" and replacing it with "For purposes of the Jail Kitchen Project."

On a motion by Mr. Greenspan with a second by Ms. Simon, Ordinance No. O2012-0010 was considered and adopted by unanimous vote, as amended.

19. COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING

- a) O2012-0009: An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources on behalf of Human Resource Commission

Committee Assignment and Chair: Human Resources, Appointments & Equity – Conwell

Clerk Schmotzer read Ordinance No. O2012-0009 into the record.

This item will move to the April 10, 2012 Council meeting agenda for consideration for third reading adoption.

20. CONSIDERATION OF AN ORDINANCE FOR THIRD READING ADOPTION

- a) O2012-0006: An Ordinance approving revised Cuyahoga County Procurement Card Program Policies and Procedures, effective 2/1/2012; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Procurement & Diversity

On a motion by Mr. Miller with a second by Mr. Jones, Ordinance No. O2012-0006 was considered and adopted by unanimous vote.

21. MISCELLANEOUS COMMITTEE REPORTS

Council President Connally reported that the Capital Improvements & Facilities Ad Hoc Committee will meet on Tuesday, April 3, 2012 at 2:00 p.m.

Mr. Brady reported that the Health, Human Services and Aging Committee will meet on Thursday, March 29, 2012 at 1:00 p.m. Mr. John Corlett from The MetroHealth System will give a presentation regarding the Medicaid Waiver Program.

Mr. Miller reported that the Finance & Budgeting Committee will meet on Monday, April 2, 2012 at 1:00 p.m.

Mr. Jones reported that the Public Works, Procurement & Contracting Committee will meet on Thursday, March 29, 2012 at 11:00 a.m.

22. MISCELLANEOUS BUSINESS

Ms. Simon stated that a showing of the documentary “Forks Over Knives” will be tentatively scheduled for Tuesday, April 24, 2012 at 3:30 p.m. in Council Chambers.

Council President Connally stated that an event to honor Vietnam Veterans will be held on Thursday, March 29, 2012 at 6:00 p.m. in Council Chambers.

Mr. Rogers stated the first hearing regarding the Educational Assistance Program was held on Tuesday, March 27, 2012 at 3:00 p.m.

23. PUBLIC COMMENT UNRELATED TO AGENDA

Ms. Beth Dawson, Director of Workforce Development at Remington College, addressed Council regarding issues of concern to her relating to the improvement of educational attainment in the Hispanic community through the Educational Assistance Program (Ordinance No. O2012-0007).

24. ADJOURNMENT

With no further business to discuss, the meeting was adjourned by Council President Connally at 6:38 p.m., without objection.

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2012-0014

Sponsored by: Council President Connally

A Motion appointing Ara Alan Borazanian to serve on a Board of Revision for Cuyahoga County, and declaring the necessity that this Motion become immediately effective.

WHEREAS, Section 6.02 of the Charter of Cuyahoga County states that there shall be one or more Boards of Revision, each consisting of three electors of the County; and,

WHEREAS, Section 6.02 states further that two members of each board, who shall not be of the same political party, shall be appointed by the Council, each for a term of three years; and,

WHEREAS, Annette Butler, a member of a Board of Revision appointed by Council, has vacated her position prior to the expiration of her term.

WHEREAS, a need exists to make an appointment to fill the aforementioned vacancy and complete the unexpired term on a Board of Revision.

WHEREAS, candidates for appointment have been identified through a public posting and selection process that was approved by the Council of Cuyahoga County.

NOW, THEREFORE, BE IT APPROVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Council of Cuyahoga County, Ohio, hereby appoints the following individual to serve on a Board of Revision to fill the balance of a Council appointed term expiring on February 13, 2014, pursuant to Section 6.02 of the Charter of Cuyahoga County:

Ara Alan Borazanian
\$30.99 hr/\$64,459.20 annual
Effective April 16, 2012

SECTION 2. Provided that this Motion receives the affirmative vote of at least eight (8) members of Council, it shall take effect immediately upon adoption by Council. It is hereby determined to be necessary that this Motion become

immediately effective so that the usual and daily operations of county government may continue to function.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Motion were passed 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, and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Motion was duly approved.

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

Journal CC006
April 10, 2012

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2012-0015

Sponsored by: Council President Connally

A Motion confirming the County Executive's appointment of various Mayors to serve on the Cuyahoga County Planning Commission, and declaring the necessity that this Motion become immediately effective.

WHEREAS, Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and,

WHEREAS, the Cuyahoga County Planning Commission is authorized by Ohio Revised Code Section 713.22 in which its members serve three year terms; and,

WHEREAS, County Executive Ed FitzGerald has nominated the following Mayors for appointment to the Cuyahoga County Planning Commission:

- 1) Mayor Daniel J. Ursu, Richmond Heights (Hillcrest Region)
- 2) Mayor Susan K. Infeld, University Heights (Heights Region)
- 3) Mayor Michael P. Byrne, Parma Heights (South Central Region)
- 4) Mayor Kathy U. Mulcahy, Orange Village (Chagrin/Southeast Region); and,

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Motion become immediately effective in order that Charter requirements can be complied with and critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of a County Board.

NOW, THEREFORE, BE IT APPROVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Council of Cuyahoga County, Ohio, hereby confirms the appointment of the following Mayors to serve on the Cuyahoga County Planning Commission:

- 1) Mayor Daniel J. Ursu, Richmond Heights (Hillcrest Region)
- 2) Mayor Susan K. Infeld, University Heights (Heights Region)
- 3) Mayor Michael P. Byrne, Parma Heights (South Central Region); and,
- 4) Mayor Kathy U. Mulcahy, Orange Village (Chagrin/Southeast Region).

SECTION 2. It is necessary that this Motion become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of the County. Provided that this Motion receives the affirmative vote of eight members of Council, this Motion shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Motion were passed 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, and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Motion was duly approved.

Yeas:

Nays:

County Council President

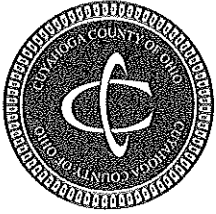
Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 2012



EDWARD FITZGERALD
Cuyahoga County Executive

MAR 23 2012

March 19, 2012

Cuyahoga County Council

C. Ellen Connally, President
Cuyahoga County Council
Cuyahoga County Administration Building
1219 Ontario Street, 4th Floor
Cleveland, OH 44113

Re: Cuyahoga County Planning Commission

Dear President Connally:

I have nominated the following individuals to serve on the Cuyahoga County Planning Commission:

- **Mayor Dan Ursu (Hillcrest Region);**
- **Mayor Susan Infeld (Heights Region);**
- **Mayor Michael Byrne (Southcentral Region); and,**
- **Mayor Kathy Mulcahy (Chagrin/Southeast Region).**

To ensure geographic diversity on the Planning Commission, Cuyahoga County is divided into eight separate regions. Within each region, a Mayor or Administrator from one community will serve on this body. The Cuyahoga County Planning Commission is authorized by Ohio Revised Code Section 713.22 and its members serve three year terms. Upon confirmation, each of the above nominees will immediately commence service on the Planning Commission.

All of these public servants are well known to County officials and they will add balance and institutional knowledge to this Commission. These leaders have embraced our new form of County government and all have actively participated in efforts to streamline and reform our governmental processes. They will be excellent additions to this body.

I ask that these appointments be set for confirmation as soon as possible. Should you or any of your colleagues have any questions, please feel free to contact my Special Assistant, James Boyle at 216-698-2089.

Sincerely,

Edward FitzGerald
Cuyahoga County Executive

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0051

Sponsored by: Council President Connally	A Resolution approving the City of Cleveland to retain certain City Land Bank parcels for devotion to public use as an East Side Maintenance Facility, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to the Ohio Revised Code 5722.07, the City of Cleveland shall receive approval from the legislative authorities of those taxing districts entitled to share in the proceeds from sale of the land bank parcels to be able to retain parcels acquired by it through a land reutilization program; and,

WHEREAS, the City of Cleveland would like to retain the following Land Bank parcels for permanent use: 126-37-038, 126-37-039, 126-37-040, 126-37-041, 126-37-042, 126-37-043, 126-38-016, 126-38-017, and 126-38-018, and has requested the Cuyahoga County Council to issue a resolution authorizing same; and,

WHEREAS, it is necessary that this Resolution become immediately effective due to the beginning of construction of the East Side Maintenance Facility scheduled for late Spring of 2012.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Cuyahoga County Council hereby authorizes the City of Cleveland to retain the following Land Bank parcels for public use as an East Side Maintenance Facility: 126-37-038, 126-37-039, 126-37-040, 126-37-041, 126-37-042, 126-37-043, 126-38-016, 126-38-017, and 126-38-018.

SECTION 2. This Resolution is not intended to impact other taxing authorities entitled to share in the proceeds from these parcels, and it is expected that the City will approach each respective taxing authority to issue its own resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of a county department; therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become effective immediately upon the signature of the County Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: March 27, 2012
Committee(s) Assigned: Finance & Budgeting

Journal CC006
April 10, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0041

<p>Sponsored by: Councilmembers Rogers, Miller, Connally, Simon and Germana</p>	<p>A Resolution supporting and collaborating with Emerald Cities Cleveland/Cuyahoga County to create a clean energy economy in Cuyahoga County by developing community workforce opportunities, enhancing environmentally sustainable practices and assisting Cuyahoga County and its political subdivisions to meet the U.S. Department of Energy’s Better Buildings Challenge to make municipal buildings and facilities 20% more energy efficient by 2020.</p>
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WHEREAS, the National Emerald Cities Collaborative (ECC), is a national non-profit consortium comprised of twenty-one national organizations representing businesses, unions, government representatives, community organizations, research and technical assistance providers, development intermediaries, and social justice advocates; and,

WHEREAS, the ECC provides local stakeholders with technical assistance and expertise from community, labor, business and government sectors in the areas of capacity building; policy and advocacy support; and financing to create a clean energy economy using “high-road” strategies that will bring higher and more equal wages, better labor relations, more environmentally sustainable practices and advance equal opportunity; and,

WHEREAS, Emerald Cities Cleveland/Cuyahoga County (Emerald Cities) is the local council and is coordinated by the Ohio Apollo Alliance, a coalition of business, labor, environmental and social justice leaders; and,

WHEREAS, the ECC provided Emerald Cities with a planning grant to establish a governance structure, set early project priorities and determined how best to complement the City of Cleveland’s Retrofit Working Group and the newly formed Cleveland Energy Alliance; and,

WHEREAS, Emerald Cities desires to work with Cuyahoga County, Ohio to improve energy efficiency and conservation in public buildings and facilities; and,

WHEREAS, Cuyahoga County owns sixty-six (66) buildings containing thousands of square feet of office space and consuming tens of thousands of dollars' worth of electricity every year, and taxpayers would benefit from retrofitting county buildings to reduce energy costs; and,

WHEREAS, Cuyahoga County has assisted fifty-one political subdivision through its Municipal Energy Program, funded by the American Recovery and Resources Act, through the U.S. Department of Energy's Energy Efficiency and Conservation Program, by providing grants to complete energy audits of approximately five-hundred twenty-three (523) municipally-owned buildings and facilities totaling more than four (4) million square feet, and will provide additional funding for municipal retrofits projects; and,

WHEREAS, Cuyahoga County's unemployment rate of seven and three tenths percent could be decreased by the development of community workforce opportunities doing energy retrofit work on public buildings.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. Cuyahoga County will collaborate, when appropriate, with Emerald Cities in seeking financing mechanisms for the County and its political subdivisions to retrofit public buildings to meet the U.S. Department of Energy's Better Buildings Challenge of making buildings 20% more energy efficient by 2020.

SECTION 2. Cuyahoga County will work with Emerald Cities to create community workforce opportunities in energy efficiency and conservation contracting, subcontracting, training and employment policies that will strive to:

- Provide pathways to prosperity for all workers;
- Offer competitive wages that lead to a lasting career-track;
- Involve stakeholders and community members in developing and enacting policies and processes; and
- Drive accountability and continuously evaluate performance of investments.

SECTION 3. Cuyahoga County will actively participate and will encourage political subdivisions receiving Municipal Energy Program funds to participate in the Energy Star Portfolio Manager system by sharing building benchmarking information with Emerald Cities to assist in the identification of buildings and facilities for upgrades.

SECTION 4. Cuyahoga County will assist Emerald Cities in engaging other stakeholders.

SECTION 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: March 13, 2012

Committee(s) Assigned: Environment & Sustainability

Additional Sponsorship Requested on the Floor: March 13, 2012

Additional Sponsorship Requested: March 23, 2012

Second Reading: March 27, 2012

Journal CC006

April 10, 2012

County Council of Cuyahoga County, Ohio

Ordinance No. O2011-0047

Sponsored by: Councilmembers Simon, Rogers, Miller and Jones	An Ordinance prohibiting the use of pesticides on property owned by Cuyahoga County and requiring the adoption of an Integrated Pest Management Program for County-owned properties, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Cuyahoga County recognizes that there is an ongoing need to manage pests to protect public health and safety, our environment and County assets; and

WHEREAS, Cuyahoga County recognizes that many pesticides are toxic and that the use of pesticides containing known carcinogens is a threat to the health, safety and welfare of Cuyahoga County residents; and

WHEREAS, Council desires to ensure that the County appropriately manages threats to public health and safety and welfare by prohibiting the use of pesticides on property owned by Cuyahoga County and by requiring the adoption of an Integrated Pest Management Program; and

WHEREAS, it is necessary that this Ordinance become effective immediately in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a county department.

NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. Definitions.

As used in this Ordinance,

“Integrated Pest Management (IPM)” means a decision making, record-keeping process for managing pests that uses monitoring to determine pest injury levels, and combines biological, cultural, mechanical, physical, and chemical tools and other management practices to control pests in a safe, cost effective, and environmentally sound manner that contributes to the protection of public health and sustainability. This method uses extensive knowledge about pests, such as infestations, thresholds, life histories, environmental requirements, and natural

control of pests. The method involves the use of non-chemical pest-control methods and the careful use of least-toxic chemical methods when non-chemical methods have been exhausted or are not feasible.

“Larvicide” shall mean a pesticide designed to kill larval pests.

“Organic Pest Management (OPM)” means an approach to eliminate vectors using only products derived from natural ingredients (animal or vegetable) such as natural oils, minerals from the earth, and plants.

“Pesticide” shall mean any spray adjuvant, substance or mixture of synthetic chemical substances, which is intended to be used for defoliating plants, regulating plant growth or for preventing, destroying, repelling, or mitigating any pest which may infest or be detrimental to vegetation, man, animals or households, or be present in any agricultural or non-agricultural environment, including fungicides, herbicides, insecticides, nematicides, rodenticides, desiccants, defoliant, and plant growth regulators.

“Organic Pesticide” shall mean a pesticide that is strictly of animal or vegetable origin.

“Public Health” shall mean the science and practice of protecting and improving the health of a community, as by preventive medicine, health education, control of communicable diseases, application of sanitary measures, and monitoring of environmental hazards.

“Rodenticides” shall mean a pesticide designed to kill rodent pests.

“Vector” shall mean any agent (animal, insect, or microorganism) that carries and transmits an infectious pathogen into another organism.

SECTION 2. Prohibition of the use of Pesticides on County-owned Property.

The use of pesticides on property owned by Cuyahoga County is hereby prohibited.

SECTION 3. Exceptions.

- (a) The application of larvicides and rodenticides is permitted as a public health measure necessary to reduce the spread of disease vectors pursuant to the recommendations and guidance provided by the Centers for Disease Control and Prevention, the US EPA and the Ohio Department of Agriculture. Any rodenticides used shall be placed in tamper-proof products, unless designed and registered for specific environments inaccessible to humans and pets.

- (b) The use of pesticides may be approved with a mandatory finding by the Department of Public Works through consultation with the City of Cleveland Department of Public Health or the Cuyahoga County Board of Health affirming after a finding that the health, safety and welfare of the community is so threatened that no reasonable alternative is available and the prohibition of the use of pesticides would create the potential for allowing a significant adverse impact to the public. Under said emergency circumstance, the Cuyahoga County Board of Health and the Department of Public Works shall report their findings to County Council at its next regularly scheduled meeting.

SECTION 4. Integrated Pest Management.

- (a) Adoption of Program: The County shall adopt an Integrated Pest Management (IPM) program for County-owned properties.
- (b) IPM Program Requirements: The following steps outline the basic approach used in an IPM program:
 - 1) Monitoring and scouting the turf or landscape in question;
 - 2) Accurate record-keeping documenting any potential pest problems;
 - 3) Evaluation of the site with regard to any injury caused by a pest in question and a determination made on which course of treatment to follow;
 - 4) Chosen treatment to be the least damaging to the general environment and one that best preserves the natural ecosystem;
 - 5) Chosen treatment to be the most likely to produce long-term reductions in pest control requirements. The effective implementation must be operationally feasible, and must be cost effective in the short and long term;
 - 6) Chosen treatment must minimize negative impact to non-target organisms;
 - 7) Chosen treatment must be the least disruptive of natural controls available;
 - 8) Chosen treatment must be the least hazardous to human health;
 - 9) All non-chemical and organic treatments available for the targeted pest should be exhausted prior to the use of synthetic chemical treatments.

- (c) The Department of Public Works shall provide training in IPM for all employees responsible for pest management.

SECTION 5. Effective Date. Provided this Ordinance receives the affirmative vote of eight of the members of Council, it shall take effect immediately upon the signature of the County Executive. It is hereby determined to be necessary that this Ordinance become immediately effective in order that Cuyahoga County services may continue to be provided in a consistent manner, and so that the usual and daily operations of government may continue to function.

SECTION 6. That the Clerk of Council, in cooperation with Councilmembers, is hereby directed to transmit copies of this Resolution to all Mayors and Council Presidents of municipalities located in Cuyahoga County to encourage passage of similar legislation.

SECTION 7. It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 27, 2011

Committee(s) Assigned: Environment & Sustainability

Additional Sponsorship Requested on the Floor: September 27, 2011

Second Reading: March 27, 2012

Journal CC006

April 10, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0061

Sponsored by: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management	A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 13, 2011, the Cuyahoga County Council adopted the 2012/2013 Biennial Operating Budget and Capital Improvements Program (Resolution No. R2011-0291) establishing the 2012/2013 biennial budgets for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the 2012/2013 Biennial Operating Budget for 2012 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations, and to transfer cash between budgetary funds, in order to accommodate the operational needs of certain County departments, offices, and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the 2012/2013 Biennial Operating Budget for 2012 be amended to provide for the following additional appropriation increases and decreases:

<u>Fund Nos./Budget Accounts</u>		<u>Journal Nos.</u>
A1.	63A200 – ISC Communications/Telecom IS694166 – Telecommunications Management Other Expenses \$ (353,507.93) Capital Outlays \$ (2,129.00)	BA1200322
A2.	63A100 – Information Services Center IS694117 – Wide Area Network/Communications	BA1200323

Other Expenses	\$	353,507.93
Capital Outlays	\$	2,129.00

Funding Source: The funding is derived from charges to user agencies for communication services.

B.	20A810 – Criminal Justice Intervention HHS		BA1200312
	JA107433 – Criminal Justice Intervention HHS		
	Other Expenses	\$	(43.00)

Funding Source: Health and Human Services Levy Fund.

C.	21A900 – Regional Collaboration Project		BA1200316
	JA753483 – Regional Collaboration Project 2010/2013		
	Personal Services	\$	201,000.00
	Other Expenses	\$	227,221.00
	Capital Outlays	\$	38,970.00

Funding Source: United States Department of Homeland Security through the State Homeland Security Grant.

D.	21A370 – Port Security FY2010-Medical Examiner 13		BA1200317
	CR768002 – Port Security FY2010-Medical Examiner 13		
	Other Expenses	\$	3,932.00
	Capital Outlays	\$	59,800.00

Funding Source: United States Department of Homeland.

E.	21A036 – Family Justice Center Project 09/2011		BA1200318
	JA753079 – Family Justice Center Project 09/2011		
	Personnel Services	\$	344,795.00
	Other Expenses	\$	639,687.00
	Capital Outlays	\$	15,000.00

Funding Source: United States Department of Justice, Office on Violence Against Women.

F.	61A608 – Central Security Services-Sheriff		BA1200264
	SH352005 – Building Security Services-OPBA-Officers		
	Other Expenses	\$	126,000.00

Funding Source: Funding is from the internal service fund which derives revenues from charges to county departments which utilize the services of security for the buildings

G.	01A001 – General Fund		BA1200295
	SH350470 – Jail Operations-Sheriff		
	Other Expenses	\$	(126,000.00)

Funding Source: General Fund

H.	21A281 – NEORF-FY09 Urban Area Security Initiative JA741447 – NEORFC-FY09 Urban Area Security Initiative	BA1200288
	Other Expenses	\$ 242,169.16

Funding Source: United States Department of Homeland.

I.	21A342 – NEORFC-FY09 (SHSPLE) JA767996 – NEORFC-FY09 (SHSPLE)	BA1200289
	Other Expenses	\$ 28,572.85

Funding Source: United States Department of Homeland Security.

J.	01A001 – General Fund SH350272 – Law Enforcement-Sheriff	BA1200293
	Other Expenses	\$ (12,647.00)

Funding Source: General Fund.

K.	61A608 – Central Security Services-Sheriff SH352005 – Building Security Services-OPBA-Officers	BA1200294
	Other Expenses	\$ 12,647.00

Funding Source: Funding is from the internal service fund which derives revenues from charges to county departments which utilize the services of security for the buildings.

SECTION 2. That the 2012/2013 Biennial Operating Budget for 2012 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>	
A. FROM:	63A300 – Geographic Information System IS694588 – GIS	BA1200244
	Other Expenses	\$ 5,000.00
TO:	63A300 – Geographic Information System IS694588 – GIS	
	Capital Outlay	\$ 5,000.00

Funding Source: The Geographic Information System account is funded by a combination of Real Estate Assessment Fund dollars and charges to user agencies.

B. FROM:	63A100 – Information Services Center IS692467 – User Supply	BA1200321
	Other Expenses	\$ 380,846.22
	Capital Outlays	\$ 231.23
TO:	63A100 – Information Services Center IS694018 – User Supply	
	Other Expenses	\$ 380,846.22
	Capital Outlays	\$ 231.23

Funding Source: The funding is derived from charges to user agencies for data processing services.

C. FROM: 21A281 – NEORFC-FY09 Urban Area Sec Initiative **BA1200319**
JA741447– NEORFC-FY09 Urban Area Sec Initiative
Other Expenses \$ 20,040.16

TO: 21A281 – NEORFC-FY09 Urban Area Sec Initiative
JA741447 – NEORFC-FY09 Urban Area Sec Initiative
Personal Services \$ 20,040.16

Funding Source: United States Department of Homeland Security.

D. FROM: 20A076 – Cuyahoga Co Regional Forensic Science Lab **BA1200324**
CR180265– Cuyahoga County Regional Forensic Science Lab
Personal Services \$ 10,000.00

TO: 20A076 – Cuyahoga County Regional Forensic Science Lab
CR180265 – Cuyahoga County Regional Forensic Science Lab
Capital Outlays \$ 10,000.00

Funding Source: Funding is from fees and a General Fund Subsidy.

E. FROM: 24A510 –Work & Training Admin **BA1200215**
WT137463 – VEB Building NFSC
Other Expenses \$ 40,000.00

TO: 24A510 – Work & Training Admin
WT137463 – VEB Building NFSC
Capital Outlay \$ 40,000.00

Funding Source: Health and Human Services Levy Fund.

F. FROM: 01A001 – General Fund **BA1200283**
LA000794– County Law Department
Other Expenses \$ 16,000.00

TO: 01A001 – General Fund
LA000794 – County Law Department
Capital Outlays \$ 16,000.00

Funding Source: General Fund.

G. FROM: 01A001 – General Fund **BA1200287**
BE474064– Election Administration
Other Expenses \$ 53,843.90

TO: 01A001 – General Fund
BE474064 – Election Administration
Capital Outlays \$ 53,843.90

April 3, 2012

Clerk of County Council

Dear Ms. Schmotzer:

What follows is a brief summary of the fiscal items, which will be presented for your consideration for adoption on first reading at the regular County Council meeting scheduled for April 10, 2012.

Additional Appropriation Summary – Additional appropriations are needed when there is a new or increased revenue source, or a revision to the original budget appropriation that is required to cover expenses that exceed the original estimate. A budget review document is provided for General Fund and Health & Human Services Levy Fund impact items.

A reduction in appropriation is requested in conjunction with the close out of a program, grant, project or decertification of an encumbrance.

General Fund/Health & Human Services	Amount
Justice Services/Criminal Justice Intervention HHS – A decrease in appropriation from decertified contracts. Funding is from the Health & Human Services Levy Fund.	-\$43.00
Sheriff/Jail Operations – A decrease in appropriation to move funds to the Central Security Services account to cover chargebacks and indirect costs. Funding is from the General Fund. See OBM Review Document.	-\$126,000.00
Sheriff – A decrease in appropriation in the Law Enforcement account with a corresponding increase in the Central Security Services to cover the purchase of ammunition. Funding is from the General Fund. See OBM Review Document..	-\$12,647.00
TOTAL	(\$138,690.00)

Other Operating Funds	Amount
Information Services Center – A decrease and a corresponding increase to move appropriations to the new communications account. Funding is from charges to user agencies. (\$355,636.93)	\$0.00
Sheriff – An increase in appropriation to cover charge-backs and indirect costs with a corresponding decrease from the Jail Operations where the appropriation was originally included. See OBM Review Document..	\$126,000.00
Justice Services/Northeast Ohio Regional Fusion Center – To appropriate the Urban Area Working Group grant from the U.S. Department of Homeland Security.	\$242,169.16
Justice Services/ Northeast Ohio Regional Fusion Center – To appropriate the State Homeland Security Program Law Enforcement grant from the U.S. Department of Homeland Security.	\$28,572.85
Sheriff/Central Security Services – An increase in appropriation with a corresponding decrease from the General Fund to cover the purchase of ammunition. Funding is from charges to user agencies. See OBM Review Document..	\$12,647.00
TOTAL	\$409,389.01

Grants/Projects	Amount
Justice Services/Regional Collaboration Project – To appropriate the Regional Collaboration Project grant from the U.S. Department of Homeland Security.	\$467,191.00
Medical Examiner – To appropriate the Port Security FY2010 Medical Examiner from the U.S. Department of Homeland Security.	\$63,732.00
Justice Services/Family Justice Center Project – To appropriate the Encourage Arrest/Family Justice Center supplemental grant from the U.S. Department of Justice, Office on Violence Against Women.	\$999,482.00
TOTAL	\$1,530,405.00

Total Additional Appropriations - All Funds	\$1,801,104.01
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The following represents the overall changes made to the 2012-2013 Biennial Appropriation Measure for 2012 since its adoption on December 13, 2011 Resolution # R2011-0291. The changes reflect the Additional Appropriations, Appropriation Transfers and Cash Transfers to the original adopted appropriation resolution.

APPROPRIATION STATUS SUMMARY:

	<u>03/27 Agenda</u>	<u>Year to Date</u>	<u>Adjusted Annual Appropriation</u>
General Fund Impact	\$ (138,647.00)	\$ 89,203.00	\$ 353,530,019.00
HHS Levy Impact	\$ (43.00)	\$ (43.00)	\$ 225,665,924.00
Other Fund	\$ <u>1,939,794.01</u>	\$ <u>28,631,031.04</u>	\$ <u>9,074,484,018.04</u>
Total	\$ 1,801,104.01	\$ 28,720,148.04	\$ 9,653,679,961.04

Appropriation Transfer Summary – Is a transfer of appropriation between two or more budget accounts or between different expenditure categories within the same budget account.

General Fund/Health & Human Services	Amount
Employment & Family Services – Realigning appropriation to cover the purchase of a van for the Health Start Kids Mobile. Funding is from the Health & Human Services Levy Fund.	\$40,000.00
Law Department – Realignment to cover the purchase of new computers. Funding is from the General Fund.	\$16,000.00
Board of Elections – Realigning appropriation to cover the hardware portion of the new phone system and for other expenses. Funding is from the General Fund.	\$53,843.90
TOTAL	\$109,843.90

Other Operating Funds	Amount
Information Services Center – Realigning appropriation within the Geographic Information System account to cover the purchase of external hard drives. Funding is from Real Estate Assessment funds and charges to user agencies.	\$5,000.00
Information Services Center – Realigning appropriation within the User Supply account to move decertified funds to the new account. Funding is from charges to user agencies. See OBM Review Document.	\$381,077.45
Medical Examiner – Realigning appropriations within the Regional Forensic Science Lab to cover computer hardware and medical equipment. Funding is from fees and a General Fund Subsidy.	\$10,000.00
TOTAL	\$396,077.45

Grants/Projects	Amount
Justice Services – Realigning funds within the Northeast Ohio Regional Fusion Center to cover personal services. Funding is from the U.S. Department of Homeland Security.	\$20,040.16
Justice Services – Realigning appropriation within the Urban Area Security Initiative to cover a Request of Proposals to build-out an audio/visual system for the Training/Media Briefing room at the Juvenile Justice Center. Funding is from the U.S. Department of Homeland Security.	\$42,000.00
TOTAL	\$62,040.16

Total Appropriation Transfers - All Funds	\$567,961.51
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Thank you for your consideration regarding this matter.

Sincerely,



Matthew Rubino
 Director, Office of Budget & Management
mrubino@cuyahogacounty.us
 (216) 443-7448
 Fax: (216) 443-7256

Recommendation for Appropriation Request

Request Description	Appropriation Increases and Decreases
Requesting Agency	Sheriff
Funding Source	General Fund and Internal Service Fund
Total Impact	\$ 0.00
Status	Recommended
Agenda Date	04/10/12

Summary of Request

There are two separate increases and decreases within the Sheriff Divisions to accommodate budgetary constraints.

Background Information

The Sheriff Department Protective Services (Building Security Services) division, an internal service fund, requires certain costs to be properly captured within the division that were originally budgeted in the general fund accounts of Law Enforcement and Jail Operations.

OBM Recommendation and Impact Statement

The Sheriff's Department Protective Services division requires controlled costs such as telephone chargebacks and indirect costs that were not originally budgeted in the internal service fund but rather in the General Fund, Jail Operations account amounting to \$126,000

The Sheriff's Department Protective Services division requires the purchase of ammunition that were not originally budgeted in the internal service fund but rather in the General Fund, Law Enforcement account amounting to \$12,647 because in 2011 the expense was incurred in Law Enforcement rather than Protective Services. Capturing the costs in the proper account will prevent reoccurrence of this transaction in the future.

These actions will not adversely impact the 2012-2013 General Fund budgets and actually permit the County to capture a portion of the costs through State and Federal sources (amounting to approximately 30% of these costs).

My recommendation therefore is to approve these transactions to better stabilize the budget process and to maximize reimbursements through state and federal sources.

MEMORANDUM

TO: Jeanne Schmotzer, Clerk of Council
FROM: Matthew Rubino, Director, Office of Budget & Management
DATE: April 17, 2012
RE: Agenda Items

The Office of Budget & Management requests that the following fiscal items be presented to the members of County Council for their consideration for approval on first reading at the meeting of April 24, 2012. The requested fiscal items including additional appropriations, appropriation transfers, and cash transfers meet agency budgetary needs.

Resolution: Additional Appropriations

A1.	63A200 – ISC Communications/Telecom		BA1200322
	IS694166 – Telecommunications Management		
	Other Expenses	\$	(353,507.93)
	Capital Outlays	\$	(2,129.00)
A2.	63A100 – Information Services Center		BA1200323
	IS694117 – Wide Area Network/Communications		
	Other Expenses	\$	353,507.93
	Capital Outlays	\$	2,129.00

An increase with corresponding decrease is requested to move free balances to the consolidated communications index codes. These balances became available after contracts in the older index codes were decertified and moved to the new index codes. The funding is derived from charges to user agencies for communication services.

B.	20A810 – Criminal Justice Intervention HHS		BA1200312
	JA107433 – Criminal Justice Intervention HHS		
	Other Expenses	\$	(43.00)

To decrease appropriations in Justice Services Criminal Justice Intervention HHS for contracts that were decertified which were carried over from 2011. Funding is from the Health and Human Services Levy covering the period January 1, 2012 through December 31, 2012.

C.	21A900 – Regional Collaboration Project		BA1200316
	JA753483 – Regional Collaboration Project 2010/2013		
	Personal Services	\$	201,000.00
	Other Expenses	\$	227,221.00
	Capital Outlays	\$	38,970.00

Fiscal Office
Office of Budget & Management
1219 Ontario Street, Cleveland, OH 44113, (216) 443-7220, FAX (216) 443-7256
Ohio Relay Service (TTY) 711

To establish appropriations for the Public Safety and Justice Services Emergency Management Division grant Regional Collaboration Project. Funding is from the United States Department of Homeland Security through the State Homeland Security Grant Program passed through the Ohio Department of Emergency Management awarded to the Department of Public Safety and Justice Services covering the period August 1, 2010 through February 28, 2013.

D.	21A370 – Port Security FY2010-Medical Examiner 13		BA1200317
	CR768002 – Port Security FY2010-Medical Examiner 13		
	Other Expenses	\$	3,932.00
	Capital Outlays	\$	59,800.00

To establish appropriations for the Medical Examiners Port Security Grant Program awarded by the Department of Public Safety and Justice Services. Funding is from the United States Department of Homeland Security through the State Homeland Security Grant Program passed through the Ohio Department of Emergency Management awarded to the Department of Public Safety and Justice Services covering the period October 1, 2011 through March 31, 2013. The agreement between the Medical Examiner and the Department of Public Safety and Justice Services was approved by the Board of Control on April 4, 2011 (EA2011-0412), Executive Approval on April 25, 2011.

E.	21A036 – Family Justice Center Project 09/2011		BA1200318
	JA753079 – Family Justice Center Project 09/2011		
	Personnel Services	\$	344,795.00
	Other Expenses	\$	639,687.00
	Capital Outlays	\$	15,000.00

To increase appropriations for the Encourage Arrest/Family Justice Center supplemental grant award for implementation and enhancement of the Family Justice Center. The supplemental award not only increased funding but also extended the period from September 30, 2011 to September 30, 2014. Funding is from the United States Department of Justice, Office on Violence Against Women.

F.	61A608 – Central Security Services-Sheriff		BA1200264
	SH352005 – Building Security Services-OPBA-Officers		
	Other Expenses	\$	126,000.00

To increase appropriations in the Sheriff's Protective Services division for various expenses such as telephone chargebacks and indirect costs that were originally included in the Sheriff's Jail Operations budget (see reduction on document BA1200295, fiscal item H, on page 3). Funding is from the internal service fund which derives revenues from charges to county departments which utilize the services of security for the buildings. The internal service fund covers the period January 1, 2012 through December 31, 2012.

G.	01A001 – General Fund		BA1200295
	SH350470 – Jail Operations-Sheriff		
	Other Expenses	\$	(126,000.00)

Reduce appropriations in the Sheriff's Jail Operations General Fund account to increase appropriations to the Sheriff's Protective Services Internal Service Fund to provide sufficient appropriations for telephone chargebacks and indirect costs that should have been included in the Protective Services budget (see increase on document 1200264, fiscal item G, on page 2). Funding is from the General Fund covering the period January 1, 2012 through December 31, 2012.

H.	21A281 – NEORF-FY09 Urban Area Security Initiative	BA1200288
	JA741447 – NEORFC-FY09 Urban Area Security Initiative	
	Other Expenses	\$ 242,169.16

Establish appropriations to the Northeast Ohio Regional Fusion Center for the Urban Area Security Strategy and State Preparedness Plan and the Public Safety Urban Area Working Group passed through the Department of Public Safety and Justice Services from the FY2009 Urban Area Security Initiative awarded from the United States Department of Homeland Security covering the period December 17, 2011 through June 30, 2012. No cash match is required.

I.	21A342 – NEORFC-FY09 (SHSPLE)	BA1200289
	JA767996 – NEORFC-FY09 (SHSPLE)	
	Other Expenses	\$ 28,572.85

Establish appropriations to the Northeast Ohio Regional Fusion Center for the State Homeland Security Program-Law Enforcement passed through the Department of Public Safety and Justice Services from the FY2009 Urban Area Security Initiative awarded Region 2 Law Enforcement Terrorism Prevention Program Advisory Group from the United States Department of Homeland Security covering the period December 17, 2011 through March 30, 2012. No cash match is required.

J.	01A001 – General Fund	BA1200293
	SH350272 – Law Enforcement-Sheriff	
	Other Expenses	\$ (12,647.00)

Reduce appropriations in the Sheriff's Law Enforcement General Fund account to increase appropriations to the Sheriff's Protective Services Internal Service Fund to cover the purchase of ammunition (see document 1200294, fiscal item L). Funding is from the General Fund covering the period January 1, 2012 through December 31, 2012.

K.	61A608 – Central Security Services-Sheriff	BA1200294
	SH352005 – Building Security Services-OPBA-Officers	
	Other Expenses	\$ 12,647.00

To increase appropriations in the Sheriff's Protective Services division for the purchase of ammunition for the security officers that were originally included in the Sheriff's Law Enforcement budget (see reduction on document BA1200293, fiscal item L). Funding is from the internal service fund which derives revenues from charges to county departments which utilize the services of security for the buildings. The internal service fund covers the period January 1, 2012 through December 31, 2012.

Resolution: Appropriation Transfers

A.	FROM:	63A300 – Geographic Information System		BA1200244
		IS694588 – GIS		
		Other Expenses	\$	5,000.00
	TO:	63A300 – Geographic Information System		
		IS694588 – GIS		
		Capital Outlay	\$	5,000.00

This transfer would use payroll vacancy savings for the purchase of external hard drives for the Geographic Information System. The Department sells the hard drives with GIS data to external customers for \$150.00 each. The Geographic Information System account is funded by a combination of Real Estate Assessment Fund dollars and charges to user agencies.

B.	FROM:	63A100 – Information Services Center		BA1200321
		IS692467 – User Supply		
		Other Expenses	\$	380,846.22
		Capital Outlays	\$	231.23
	TO:	63A100 – Information Services Center		
		IS694018 – User Supply		
		Other Expenses	\$	380,846.22
		Capital Outlays	\$	231.23

An appropriation transfer is requested to move free balances to the new User Supply index code. These balances became available after contracts in the older index codes were decertified and moved to the new index codes. The funding is derived from charges to user agencies for data processing services.

C.	FROM:	21A281 – NEORFC-FY09 Urban Area Sec Initiative		BA1200319
		JA741447– NEORFC-FY09 Urban Area Sec Initiative		
		Other Expenses	\$	20,040.16
	TO:	21A281 – NEORFC-FY09 Urban Area Sec Initiative		
		JA741447 – NEORFC-FY09 Urban Area Sec Initiative		
		Personal Services	\$	20,040.16

Transfer appropriations within the Northeast Ohio Regional Fusion Center, FY2009 Urban Area Security Initiative for anticipated payroll related items. Funding is from the United States Department of Homeland Security passed through the Ohio Emergency Management Agency covering the period December 17, 2011 through June 30, 2012.

D.	FROM:	20A076 – Cuyahoga Co Regional Forensic Science Lab		BA1200324
		CR180265– Cuyahoga County Regional Forensic Science Lab		
		Personal Services	\$	10,000.00
	TO:	20A076 – Cuyahoga County Regional Forensic Science Lab		
		CR180265 – Cuyahoga County Regional Forensic Science Lab		
		Capital Outlays	\$	10,000.00

Transfer appropriations within the Medical Examiner's Cuyahoga County Regional Forensic Science Laboratory for computers and medical equipment. Funding is from fees and a General Fund subsidy covering the period January 1, 2012 through December 31, 2012.

E.	FROM:	24A510 – Work & Training Admin WT137463 – VEB Building NFSC Other Expenses	\$ 40,000.00	BA1200215
	TO:	24A510 – Work & Training Admin WT137463 – VEB Building NFSC Capital Outlay	\$ 40,000.00	

The Department of Employment and Family Services request an appropriation transfer to cover the cost of replacing the van for the Healthy Start Kids Mobile. EFS have had the current van since 1998 and it is used exclusively to conduct outreach activities sufficient appropriation exists for this transfer. The funding source is primarily the Health and Human Services levies.

F.	FROM:	01A001 – General Fund LA000794– County Law Department Other Expenses	\$ 16,000.00	BA1200283
	TO:	01A001 – General Fund LA000794 – County Law Department Capital Outlays	\$ 16,000.00	

Transfer appropriations within the County Law Department for the purchase new computers. Funding is from the General Fund covering the period January 1, 2012 through December 31, 2012.

G.	FROM:	01A001 – General Fund BE474064– Election Administration Other Expenses	\$ 53,843.90	BA1200287
	TO:	01A001 – General Fund BE474064 – Election Administration Capital Outlays	\$ 53,843.90	

To provide sufficient appropriations within the Board of Elections Administration account for hardware portion of the new phone system and for a 2011 invoice now being processed by Information Service Center. Funding is from the General Fund covering the period January 1, 2012 through December 31, 2012.

H	FROM:	21A500 – Urban Area Security Initiative (URSI) JA741124– Urban Area Security Initiative (URSI) Capital Outlays	\$ 42,000.00	BA1200292
	TO:	21A500 – Urban Area Security Initiative JA741124 – Urban Area Security Initiative Other Expenses	\$ 42,000.00	

To provide sufficient appropriations within the Urban Area Security Initiative for the Request for Proposal (RFP) to build out an audio/visual system for the Training/Media Briefing room at the Juvenile Justice Center. Funding is from the United States Department of Homeland

Security passed through the Ohio Emergency Management Agency awarded to Cuyahoga County covering the period August 1, 2010 through March 31, 2012.

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County Council of Cuyahoga County, Ohio

Resolution No. R2012-0062

Sponsored by: County Executive FitzGerald/Department of Human Resources	A Resolution amending Resolution No. R2011-0277, which authorized awards on RQ20292 to various providers for group healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services, for the period 1/1/2012 - 12/31/2014 to change the name of a provider from United HealthCare Insurance Company to United HealthCare Services, Inc.; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Human Resources has recommended to amend Resolution No. R2011-0277, which authorized awards on RQ20292 to various providers for group healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services, for the period 1/1/2012 - 12/13/2014; and,

WHEREAS, the amendment to Resolution No. R2011-0277 will change the name of a provider from United HealthCare Insurance Company to United HealthCare Services, Inc.; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to ensure that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Cuyahoga County Council hereby approves the amendment to Resolution No. R2011-0277, which authorized awards on RQ20292 to various providers for group healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services, for the period 1/1/2012 - 12/31/2014 to change the name of a provider from United HealthCare Insurance Company to United HealthCare Services, Inc.

SECTION 2. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of a county department; therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become effective immediately upon the signature of the County

Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

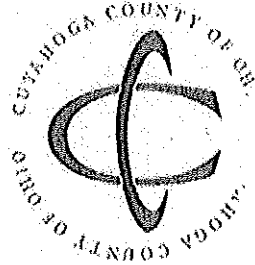
County Executive

Date

Clerk of Council

Date

Journal CC006
April 10, 2012



Item Details:

Agency/Dept. Name:	Office of Human Resources	Agency/Dept. Head Name:	Elise Hara
Type of Request:	Other		
Request Prepared by:	Jeannine Westlock	Telephone No.	216-443-5601
SUMMARY OF REQUESTED ACTION:			
Recommending to amend Resolution No. R2011-0277, which authorized awards on RQ20292 to various providers for group healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services, for the period 1/1/2012 - 12/31/2014 to change the name of a provider from United HealthCare Insurance Company to United HealthCare Services, Inc.; and declaring the necessity that this Resolution become immediately effective.			
PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):			
Make the name consistent from the award to the contract.			
Explanation for late submittal:			

Contract/Agreement Information:

Procurement Method:
Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Total Amount Requested:	
\$	

ATTACHMENTS:

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County Council of Cuyahoga County, Ohio

Resolution No. R2012-0050

Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Employment and Family Services	A Resolution authorizing a contract with United Way of Greater Cleveland, Inc. in the amount not-to-exceed \$817,500.00 \$821,587.50 for food and allocation of funds for Hunger Centers serving needy residents in Cuyahoga County for the period 4/1/2012 - 12/31/2012; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, County Executive FitzGerald/Department of Health and Human Services on behalf of Employment and Family Services has submitted a request to contract with United Way of Greater Cleveland, Inc. in the amount not-to-exceed ~~\$817,500.00~~ **\$821,587.50** to provide food and allocations of funds for Hunger Centers serving needy residents in Cuyahoga County for the period of 4/1/2012 – 12/31/2012; and,

WHEREAS, United Way of Greater Cleveland, Inc. shall use County funds for the benefit of the Hunger Network and will incorporate appropriate allocations to serve thirty five (35) Hunger Centers for the time period of 4/1/2012 – 9/30/2012; and,

WHEREAS, the County agrees to reimburse United Way for the costs of the purchase of food in an amount not-to-exceed \$817,500.00; and,

WHEREAS, the County agrees to reimburse United Way for administrative costs in an amount not-to-exceed \$4,087.50; and,

WHEREAS, United Way of Greater Cleveland, Inc. shall guarantee that at least one-half of the remaining County funds be used for the benefit of the Hunger Network and will incorporate appropriate allocations to serve the thirty five (35) Hunger Centers for the time period of 10/1/2012 – 12/31/2012; and,

WHEREAS, all food shall be purchased from the Cleveland Food Bank, Inc.; and,

WHEREAS, the United Way of Greater Cleveland, Inc. and Cuyahoga County ~~shall~~ **may** agree to two, one-year extensions through 12/31/2014 for the delivery of emergency food services to Cuyahoga County residents; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Cuyahoga County Council hereby authorizes a contract with United Way of Greater Cleveland, Inc. in the amount not-to-exceed ~~\$817,500.00~~ **\$821,587.50** to provide food and allocations of funds for Hunger Centers serving needy residents in Cuyahoga County for the period of 4/1/2012 – 12/31/2012.

SECTION 2. The County Executive is authorized to execute the contract and all other documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of a county department; therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become effective immediately upon the signature of the County Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

Withdrawn from Consideration on the Floor: March 13, 2012

Item was withdrawn at the request of the Department of Health and Human Services/
Division of Employment and Family Services/Cuyahoga Support Enforcement
Agency

Journal _____
_____, 2012

EMPLOYMENT & FAMILY SERVICES
CUYAHOGA COUNTY, OHIO

PURCHASE OF SERVICE CONTRACT
WITH
UNITED WAY OF GREATER CLEVELAND, INC.

THIS CONTRACT made and entered into this _____ day of _____, 2012 by and among the County of Cuyahoga (the "County"), and United Way of Greater Cleveland, Inc. ("United Way"), located at 1331 Euclid Avenue, Cleveland, Ohio 44115. United Way shall be referred to as "Provider". For purposes of this agreement, all references to "Employment & Family Services" and the "County" shall be used interchangeably.

I. TERM

This Contract will be effective from April 1, 2012 through December 31, 2012 inclusive, unless otherwise terminated or extended by formal amendment.

The Provider understands that funding for the services under this Contract will not be continued after December 31, 2012. Acknowledgement for funding this Contract, the terms outlined herein and its deadline is shown by the initials of the Provider on the line below:

United Way _____

The total amount of this Contract shall not exceed \$821,587.50 ("the County funds") over the life of this contract.

Food Costs: The County agrees to reimburse United Way for the costs of the purchase of food in an amount not to exceed \$817,500.00. To receive reimbursement for these costs, United Way agrees to submit invoices detailing the actual expenses incurred with appropriate supporting documentation.

Administrative Costs: The County agrees to reimburse United Way for administrative costs in an amount not to exceed \$4,087.50 for the term of this Contract (April 1, 2012 through December 31, 2012) and as detailed in this Contract, Section II (D), below.

All parties to this Contract understand that the sum detailed above will be distributed in accordance with the terms of this Contract. If the amount of the invoices exceeds the amount of this Contract, the Provider understands and agrees that no additional funds will be paid over and above the total amount of this Contract, under any circumstances, even if additional services are provided.

II. PURCHASE OF SERVICE

Subject to the terms and conditions set forth in this Contract, including the incorporated Exhibits and Attachments the Provider agrees to provide food in the manner detailed herein:

- A. For the period from April 1, 2012 through September 30, 2012, the United Way shall use County funds for the benefit of the Hunger Network ("HN") and will incorporate appropriate allocations from the HIN to serve the 35 (thirty-five) Hunger Centers serving needy citizens of Cuyahoga County identified on Attachment 1. ("Hunger Centers").
- B. For the period from October 1, 2012 through December 31, 2012, the United Way shall guarantee that at least one-half of the remaining County funds be used for the benefit of the HN and will incorporate appropriate allocations from the HN to serve the 35 (thirty-five) Hunger Centers identified in Attachment 1. The remaining balance of funds will be spent in accord with the determinations of the FEMA/EFSP Cuyahoga County Local Board.
- C. During the life of this contract and any extension, all food shall be purchased from the Cleveland Food Bank, Inc. ("FB")
- D. Included in the amount listed in Paragraph I, above, the Provider shall be reimbursed for costs associated and incurred in fulfilling the administrative components of this Contract. (hereinafter referred to as "Administrative Costs"). Administrative Costs shall not exceed 0.5% of the enumerated County Funds. For the term of this contract, that sum shall not exceed \$4,087.50. ($\$817,500.00 \times 0.005$). Should the parties agree to any extension, the budget for reimbursable Administrative Costs will be amended to reflect a pro rata figure in accord with the length of the extension. All expenditures shall be submitted separate from other payment requests under this Contract and will be broken down in a manner that allows an adequate description of the work performed as well as a running total of the amount of Administrative Costs that have been submitted and paid.
- E. While the initial term of this contract is nine months (April 1, 2012 through December 31, 2012), the parties agree that two, one-year extensions, through December 31, 2014, may be entered between the County and United Way for the delivery of emergency food services to Cuyahoga County residents. The parties understand and acknowledge that during any extension period, all food shall continue to be purchased from the FB and appropriations shall be made by the FEMA/EFSP Cuyahoga County Local Board for the highest and best use, according to its discretion.

F. The Provider agrees to acknowledge the financial support of the County on any publications, promotional brochures, media releases, or other publicity materials produced with resources provided under this Contract. Any acknowledgment shall be displayed in a prominent location.

III. RECORDS AND REPORTING

The County reserves the right to reasonably request additional reports pertaining to the specific program during the term of this Contract. It is the responsibility of the Provider to furnish reports as requested. The County may exercise this right without a contract amendment. The County reserves the right to withhold payment until such time as the reasonably requested and/or required reports are received.

IV. BILLING AND PAYMENT

The United Way shall submit all invoices following service, with accompanying reports to the County as outlined in the Exhibits and/or Attachments hereto. The County will review such invoices for completeness/correctness and any information necessary before making payment within thirty (30) calendar days after receipt of an accurate invoice. The County shall not make invoice payments for any services invoiced later than sixty (60) days after the end of the service month without prior County approval. The County reserves the right to withhold payment until such time as requested and/or required reports are received.

The United Way shall indicate on its invoices, the contract number, type of service being rendered, dates service was rendered, and the contract period. The invoice shall show the contract amount minus the invoice amount to reflect the remaining balance on the contract in order to obtain reimbursement.

The United Way warrants that the following unallowable costs were not included in determining the rate of payment and that these costs will not be included in an invoice submitted for payment: bad debt, bonding costs, contingencies, contributions or donations, entertainment costs, costs of alcoholic beverages, goods or services for personal use, fines, penalties and mischarging costs, gains and losses on disposition or impairment of depreciable or capital assets, losses on other contract, organization costs, costs related to legal and other proceedings, goodwill, asset valuations resulting from business combinations, and legislative lobbying costs.

The United Way warrants that a separate General Ledger account has been established and will be maintained for the revenue and expenses of this contracted program in accord with the requirements of Section VIII.

V. MONITORING, EVALUATION AND QUALITY IMPROVEMENT

The effectiveness of the services provided shall be measured by the achievement of outcomes as identified in the Statement of Work, benchmarks as defined in the contract budget and compliance with the terms and conditions of the contract.

The County will determine the overall performance of contracted services and programs through monthly monitoring activities and the Comprehensive Program Assessment (CPA).

The County's monitoring activities may consist of, but are not limited to:

- Reviewing required reports, as noted herein;
- Reviewing required invoicing documentation and protocol;
- Reviewing monthly activities; and,
- Quality Improvement interventions needed to address and remedy issues discovered through the monitoring activities.

The CPA consists of a series of coordinated activities designed to support, assess and document program implementation, performance and compliance. CPA activities may consist of, but are not limited to:

- Provider site visits to observe program activities, participant engagement and facilities' operations;
- Provider presentations and meetings to discuss program features, progress, adjustments or other notable program results;
- Case File Reviews conducted by the County to ensure compliance with documentation of services rendered;
- Surveys and other methods to gauge participant feedback;
- Review of program outcomes; and,
- Program enhancements and updates based on County feedback with regard to services and performance.

Findings based on any of the aforementioned activities will be communicated to the Provider in writing. In the event of negative findings resulting in areas in need of improvement or noncompliance, the Provider shall respond in writing, detailing an improvement plan and/or corrective action plan for each issue.

The CPA and monitoring are on-going and evolving processes. The County reserves the right to modify the processes, activities and products during the contract period in order to most effectively meet the monitoring and compliance needs of the parties.

Failure to comply with the terms and conditions of this Contract may result in a reduction of funding, recuperation of funds paid, or termination of this

Contract, in part or in whole, in accordance with Article XIV, at the discretion of the County.

VI. AVAILABILITY OF FUNDS

This contract is conditional upon the availability of federal, state, or local funds that are appropriated or allocated for payment of this contract. If funds are not allocated and available for the continuance of the services provided hereunder, the services, in whole or in part, may be terminated by the County at the end of the period for which funds are available. The County will notify the Provider at the earliest possible time of any products or services that will or may be affected by a shortage of funds. No penalty shall accrue to the County in the event this provision is exercised and the County shall not be obligated or liable for any future payments or for any damages as a result of termination under this section of this Contract.

VII. DUPLICATE BILLING

The United Way warrants that claims made to the County for payment for services provided hereunder shall be for actual services rendered to eligible Hunger Centers and are not duplicate claims made to other sources of public or private funds for the same service.

VIII. AVAILABILITY AND RETENTION OF RECORDS

All records relating to the services provided and supporting documentation for invoices submitted to the County by the United Way shall be retained and made available by the United Way for audit by the County, the County Inspector General, the State of Ohio (including but not limited to ODJFS, the Auditor of State, the State Inspector General, the Attorney General or any other duly appointed State Law Enforcement official) and agencies of the United States government for a minimum of three (3) years after payment under this Contract. If an audit is initiated during this time period, the United Way shall retain all pertinent records until the audit is concluded and all issues resolved.

IX. CONFLICT OF INTEREST

This Contract in no way precludes, prevents, or restricts the Provider from obtaining and working under an additional contractual arrangement(s) with other parties apart from the County, assuming that the contractual work does not impede the Provider's ability to perform the services required under this Contract. The Provider warrants that at the time of entering into this Contract, it has no interest in, nor shall it acquire any interest, direct or indirect, in any contract that will impede its ability to perform the services under this Contract.

The Provider represents and warrants that there is no financial interest involved on the part of any County officers or employees involved in the development of the specification or the negotiation of this Contract. The Provider has no knowledge of any situation that would be a conflict of interest. It is understood that a conflict of interest occurs when an employee or agent of the County will gain financially or receive personal favors as a result of the signing or implementation of this Contract.

The Provider will report the discovery of any potential conflict of interest to the County. Should a conflict of interest be discovered during the term of this Contract, the County may exercise any right under the Contract, including termination of this Contract in its entirety.

The Provider hereby covenants that it has disclosed all information that it possesses about any business relationship or financial interest that the Provider has with a County employee, employee's business, or, to the extent possible, any business relationship or financial interest that a County employee has with The Provider or in the Provider's business.

X. ASSIGNMENTS

All parties expressly agree that the Contract shall not be assigned to any other entity without the prior written approval of the County.

The Provider may not subcontract any of the services agreed to in this Contract without the express, written consent of the County. All subcontracts are subject to the same terms, conditions and covenants contained within this Contract. The Provider is responsible for making direct payment to all subcontractors for any and all services provided by such subcontractor.

XI. GOVERNING LAW; VENUE

This Contract and its exhibits and attachments and any modifications, amendments or alterations thereto, shall be governed, construed and enforced under the laws of the State of Ohio in the State Courts located in Cuyahoga County, Ohio.

Applicable County Ordinances. All Contracts in which the County is a party, including this Contract, are subject to all applicable County Ordinances, including, but not limited to, the Cuyahoga County Ethics Ordinance, the Cuyahoga County Inspector General Ordinance and the Cuyahoga County Contracting and Purchasing Procedures Ordinance. During the term of this contract, including any extensions, all parties shall remain in compliance with all applicable County Ordinances and may access copies of all County ordinances on the Cuyahoga County Council's website at <http://council.cuyahogacounty.us/>.

XII. INTEGRATION AND MODIFICATION

This Contract, and all exhibits and attachments hereto, embodies the entire contractual agreement between all parties. There are no promises, terms, conditions or obligations other than those contained herein. This Contract shall supersede all previous communications, representations or contracts, either written or oral, between the parties to this Contract.

Neither this Contract, nor any of the exhibits and attachments, shall be modified in any manner except by an instrument, in writing, executed by all the parties to this Contract.

XIII. SEVERABILITY

If any term or provision of this Contract or the application thereof to any person or circumstance shall, to any extent be held invalid or unenforceable, the remainder of this Contract or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term and provision of this Contract shall be valid and enforced to the fullest extent permitted by law.

XIV. TERMINATION

The County may terminate this contract, for any reason, upon thirty (30) day written notice delivered to the Provider. The Provider may terminate this contract upon thirty (30) day written notice to the County. The Provider agrees that it will be considered a material breach of this contract on its part if the Provider terminates service on this contract without cause, which is defined as:

- The County failing to meet the terms and conditions specified in the contract, or
- The County, through action or inaction on the County's part, rendering performance by the provider impossible.

The notice should be sent to the attention of the Contract Manager at 1641 Payne Avenue, Room 510, Cleveland, Ohio 44114. The County and the Provider shall agree on a reasonable phase-out of the program as a condition of the termination.

The parties further agree that should the Provider become unable to provide the services agreed to in this Contract for any reason or otherwise materially breach this Contract, such service as the Provider has provided upon the date of its inability to continue the terms of this Contract shall be eligible to be billed and paid according to the provisions of Section IV—Billing and Payment.

The County shall not be liable to pay to the United Way any further Compensation after the date of the United Way's inability to complete the terms hereof, or the date of termination of this agreement whichever is later, unless extended upon an agreement of all parties. It is agreed that even if the united Way renders services for which payments are due, that no payments will be made after the termination of this Contract, either as a result of a default in the terms hereof or the day of termination of the Contract, unless extended by an agreement of all parties. The County may withhold any compensation to the United Way for the purpose of off-set until such time as the amount of damages due the County from the United Way is agreed upon or otherwise determined.

XV. COMPLIANCE

The Provider certifies that it, and all subcontractors who provide direct or indirect services under this contract, will comply with all requirements of federal laws and regulations, applicable OMB circulars, state statutes and Ohio Administrative Code provisions in the conduct of the work delineated herein.

XVI. NON-DISCRIMINATION

The Provider certifies that it is an equal opportunity employer and shall remain in compliance with all state and federal civil rights and nondiscrimination laws and regulations, including, but not limited to Title VI and Title VII of the Civil Rights Act of 1964 as amended, the Rehabilitation Act of 1973, the Americans with Disabilities Act, the Age Discrimination Act of 1975, the Age Discrimination in Employment Act, as amended, and the Ohio Civil Rights Law.

During the performance of this Contract, the Provider will not discriminate against any employee, contract worker, or applicant for employment because of race, color, religion, gender, sexual orientation, national origin, ancestry, disability, Vietnam-era status, age, political belief or place of birth. The Provider will take affirmative action to ensure that during employment, all employees are treated without regard to race, color, religion, gender, sexual orientation, national origin, ancestry, disability, Vietnam-era veteran status, age, political belief or place of birth. These provisions apply also to contract workers. Such action shall include, but is not limited to: employment; upgrading; demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship.

The Provider agrees to post in conspicuous places, available to employees and applicants for employment, notices stating that the Provider complies with all applicable federal and state non-discriminatory laws.

The Provider agrees not to establish or knowingly permit any such practice or practices of discrimination or segregation in reference to anything relating to this Contract, or in reference to any contractors or subcontractors of the Provider.

XVII. INDEMNIFICATION

The United Way agrees to protect, defend, indemnify and hold the County, its officers, employees and agents, free, clear and harmless from and against any and all losses, penalties, damages, settlements, costs or liabilities of every kind and character arising out of, or in connection with, any acts or omissions of the United Way, negligent or otherwise, and its employees, officers, agents, or independent contractors. The United Way agrees to pay all damages, costs and expenses of the County, its officers, agents, employees and the County itself, in defending any action arising out of the aforementioned acts or omissions.

XVIII. RELATIONSHIP

Nothing in this contract is intended to, or shall be deemed to constitute a partnership, association or joint venture with the Provider in the conduct of the provisions of this contract. The Provider shall at all times have the status of an independent contractor without the right or authority to impose tort, contractual or any other liability on the County.

XIX. INSURANCE

The Provider shall, during the terms of this contract, subscribe to and comply with the Worker's Compensation laws of the State of Ohio and pay such premiums as may be required and shall hold the County harmless from any and all liability arising from or under said act. The Provider shall also furnish prior to the onset and delivery of said services and at such other times as may be requested, a copy of the official certificate or receipt showing the payments herein referenced.

The Provider shall further purchase and maintain during the term of this Contract to cover any loss, liability or damage alleged to have been committed by the Provider, any Provider's employees, agents, servants, volunteers or assigns, Employment Practices Liability insurance coverage, Professional Liability insurance and Commercial General Liability (CGL) insurance coverage, wherein the County is named as an additional insured or co-insured. It is understood that said CGL coverage is to include, but not be limited to standard provisions for sexual and physical abuse, broad form property damage, personal injury, advertising injury, completed operations, product liability and firm damages. Exact copies of Certificates of Liability delineating such coverage shall be deposited with the County prior to

commencement of services under this Contract. The amounts of said insurance shall be as follows:

- Commercial General Liability coverage with limits of at least \$1,000,000 per claim and \$3,000,000 annual aggregate;
- Employment Practices Liability coverage with limits of at least \$1,000,000 per claim and \$1,000,000 annual aggregate;
- Professional Liability coverage with limits of at least \$1,000,000 per claim and \$3,000,000 annual aggregate (where applicable).

The policies for each of the requisite insurance coverage specified above shall contain the following provision: The Provider agrees that thirty (30) days prior to cancellation or reduction of the insurance afforded by this policy, with respect to the Contract involved, written notice shall be mailed to: Employment & Family Services, 1641 Payne Avenue, Room 510, Cleveland, Ohio 44114.

Cancellation of insurance will constitute a complete default of this contract, and, if not remedied within thirty (30) days of cancellation, shall result in termination of the contract by the County.

XX. CONFIDENTIALITY

The Provider agrees to comply with all federal and state laws applicable to all parties and Agencies concerning the confidentiality of consumers of all Hunger Centers and related agencies. The Provider understands that any access to the identities of any Hunger Center's consumers shall only be as necessary for the purpose of performing its responsibilities under this contract. The Provider agrees that the use or disclosure of information concerning any Hunger Center's consumer for any purpose not directly related to the administration of this contract is prohibited. Should the Provider desire to use consumer information or client data for promotional purposes, written approval of the County must be given.

Client Data Confidentiality

By receiving client data in any form, all parties to this contract shall protect the confidentiality of said data as per the requirements of Ohio Administrative Code 5101:1-1-03, the regulations promulgated by the United States Department of Health and Human Services, the provisions of HIPAA, specifically, 45 CFR 164.501, and amendments thereto, and as detailed herein.

Definition: "Client Data" is any information that is, or can be, related to an individual client including all personal health information (PHI) as defined in 45CFR 164.501. For purposes of this Contract, the "Client Data" includes client names, ages, ages of household members and income declarations.

Permitted Uses and Disclosures- The Provider and its agents and subcontractors shall not use or disclose client data except as specifically stated in this agreement.

Safeguards- The Provider shall use appropriate safeguards to protect against use or disclosure not provided in this agreement.

Reporting of Disclosure- The Provider shall promptly report to the County any knowledge of uses or disclosures of client data that is not in accordance with this agreement or applicable law. In addition, the Provider shall have an affirmative duty to mitigate any adverse effects and/or damages of such a breach to the extent possible.

Agents and Subcontractors- The Provider ensures that all its agents and subcontractors that receive data from or on behalf of the County, agree to the same restrictions and conditions that apply to the Provider with respect to the use or disclosure of any client data.

Accessibility of Information- The Provider shall make available to the County such information as the County may require to fulfill its obligations to provide access to, provide a copy of, and account for disclosures with respect to client data pursuant to HIPAA and regulations promulgated by the United States Department of Health and Human Services, including but not limited to, 45 CFR 164.154 and 164.528 and any attachments thereto.

Amendments of Information- The Provider shall make client data available to the County in order for the County to fulfill its obligations pursuant to HIPAA to amend the information and shall, as directed by the County, incorporate any amendments into the information held by the Provider and ensure incorporation of any such amendments into information held by its agents and/or subcontractors.

Disclosure- The Provider shall make available its internal practices, books and records relating to use and disclosure of client data received from the County, or created or received by the Provider on behalf of the County, to the County and to the Secretary of the US Department of Health and Human Services for the purposes of determining the County's compliance with HIPAA and the regulations promulgated by the US Department of Health and Human Services and any amendments thereto.

Material Breach- In the event of a material breach of the Provider's obligations under this section, the County may, at its own option, terminate this agreement. Termination of this agreement shall not affect any provision of this agreement which, by its wording or its nature, is intended to remain effective and to continue to operate in the event of termination.

Return or Destruction of Information- Upon termination of the agreement, the Provider, at the County's option, shall return to the County, or destroy, all client data in its possession, and keep no copies of the information except as requested by the County or as required by law. If the Provider or its agents or subcontractors destroy any client data, the Provider shall provide to the County documentation evidencing such destruction. Any client data maintained by the Provider shall continue to be extended the same protections set forth in the agreement for as long as the agreement is maintained.

XXI. AUDIT RESPONSIBILITY

Audits and Reviews

The Provider agrees to accept responsibility for receiving, replying to and/or complying with any audit exception or finding resulting from any appropriate federal, state or local audit or review related to the provisions of this Contract.

Audits and reviews will be conducted using a "sampling" method. Depending on the type of audit or review conducted, the areas to be reviewed using the sample method may include but are not limited to: months, expenses, total units and billable units. If errors are found, the error rate of the sample period may be applied to the entire audit period or other appropriate methods may be utilized.

The Provider agrees to repay the County amounts due that result from any audit or review finding with monetary implications contained in an audit or review conducted by any appropriate federal, state or local governmental entity.

The Provider agrees to repay the County the full amount of payment received for duplicate billings, erroneous billings, or false or deceptive claims.

When an overpayment is identified and the overpayment cannot be repaid within thirty (30) days, the Provider will be required and hereby agrees to sign a "Repayment of Funds Agreement". The Provider recognizes and agrees that the County may withhold any money due and recover through any appropriate method any money erroneously paid under this Contract if evidence exists of less than full compliance with this Contract. If payments are not made according to the agreed upon terms, future payments will be held until the repayment of funds due are repaid. Payments held more than sixty (60) days will be cancelled and will not be reissued.

The County also reserves the right to not increase the rate of payment or the overall Contract amount for services purchased under this Contract if there is any outstanding or unresolved issue related to an Audit finding.

The County may allow a change in the terms of the Repayment of Funds Agreement. Any change will require a formal amendment to the Repayment of Funds Agreement that must be signed by all parties. An amendment to the Repayment of Funds Agreement may also be processed if any additional changes or issues develop or need to be addressed.

Other Deliverables

Within thirty (30) days of receipt, the Provider agrees to give the County a copy of its annual independent audit report and any associated management letters.

XXII. WARRANTY

The Provider warrants that its services and/or goods shall be performed and/or provided in a professional manner in accordance with applicable professional standards in the respective industries.

XXIII. ACTS OF GOD

If, by reasons of Force Majeure, the parties are unable in whole, or in part, to act in accordance with this Contract, such parties shall not be deemed to be in default during the continuance of such inability, provided that the Provider shall only be entitled to the benefit of this paragraph for fourteen (14) days if the event of the Force Majeure does not affect the County's property or employees which are necessary to the Provider's ability to perform.

The term "Force Majeure" as used herein shall mean, without limitation: strikes or lockouts; acts of public enemies; insurrections; riots; epidemics; lightning; earthquakes; fire; storms; flooding; washouts; drought; arrests; restraint of government and people; civil disturbances or unrest; and explosions.

XXIV. CHILD SUPPORT ENFORCEMENT

The Provider agrees to cooperate with the County, ODJFS and any other Child Support Enforcement Agency in ensuring that all employees of the Provider meet child support obligations established under applicable law. Further, by executing this Contract, the Provider certifies present and future compliance with any order for the withholding of child support payments that are issued pursuant to Sections 3113.21 and 3113.214 of the Ohio Revised Code.

XXV. PUBLIC RECORDS

Subject to Article XX CONFIDENTIALITY, this Contract is a matter of public record under the laws of the State of Ohio. The Provider agrees to make copies of this Contract promptly available to any requesting party. Upon request made pursuant to Ohio law, the County shall make available the Contract and all public records generated as a result of this Contract.

By entering this Contract, the Provider acknowledges and understands that records maintained by the Provider pursuant to this Contract may be deemed to be public record and subject to disclosure under Ohio law. The Provider shall comply with the Ohio public records law.

XXVI. DRUG-FREE WORKPLACE

The Provider certifies and affirms that it will comply with all applicable state and federal laws regarding a drug-free workplace. The Provider shall make a good faith effort to ensure that all employees performing duties or responsibilities under this Contract, while working on state, county or private property, will not purchase, transfer, use or possess illegal drugs or alcohol, or abuse prescription drugs in any manner.

XXVII. TEMPORARY ASSISTANCE FOR NEEDY CHILDREN (TANF) PARTICIPANTS

Pursuant to Chapter 5107 of the Ohio Revised Code and Prevention, Retention and Contingency Program established under Chapter 5108 of the Revised Code, the Provider agrees not to discriminate in hiring and promoting against applicants for, and participants in, the Ohio Works First Program. The Provider also agrees to include such provision in any such contract, subcontract, grant or procedure with any other party, which will be providing services, whether directly or indirectly, to County consumers.

XXVIII. AMENDMENTS

All amendments shall be in writing and executed by all parties. All amendments and changes shall be dated and shall become a part of the original Contract.

XXIX. WAIVER

Any waiver by any party of any provision or condition of this Contract shall not be construed or deemed to be a waiver of any other provision or condition of this Contract, nor a waiver of a subsequent breach of the same provision or condition.

XXX. PROVIDER SOLICITATION OF COUNTY EMPLOYEES

The Provider warrants that for one (1) year from the termination of this contract, and any extensions, with the County, the Provider and its employees will not solicit the County's employees to work for the Provider. The word "Provider" shall include all staff personnel.

XXXI. MAINTENANCE OF SERVICE

The Provider certifies the services being reimbursed are not available from the Provider on a non-reimbursable basis or for less than the unit cost and that the level of service existing prior to the contract shall be maintained. The Provider further certifies that Federal funds will not be used to supplant non-federal funds for the same service.

XXXII. GRIEVANCE PROCESS

Should any party have any grievance concerning any issue associated with this contract, the parties agree that the party will contact the other party immediately in an effort to resolve the matter. The parties agree that contracted operations will continue, to the extent possible, while any grievance is addressed.

XXXIII. PROPERTY OF EMPLOYMENT & FAMILY SERVICES

Any item produced under this Contract or with funds provided under this Contract, including any documents, data, photographs and negatives, electronic reports/records, or other media, are the property of the County, which has an unrestricted right to reproduce, distribute, modify, maintain, and use the deliverables. The Provider will not obtain copyright, patent, or other proprietary protection for any deliverables. The Provider agrees the deliverables will be made freely available to the general public unless the County determines, pursuant to state or federal law, that such materials are confidential.

XXXIV. DEBARMENT AND SUSPENSION

For contracts valued at greater than \$100,000, the County may not contract with any Provider on the non-procurement portion of the General Services Administration's List of Parties Excluded from Federal Procurement or Non-procurement Programs: (hereinafter known as "the List") in accordance with Executive Order 12549 and 12689. By signing this Contract, the Provider warrants that it will immediately notify the County if it is added to the List at any time during the life of this contract or any extension. Upon receipt of notice, the County will issue a termination notice in accordance with the terms

of the Contract. If the Provider fails to notify the County, then the County reserves the right to immediately suspend payment and terminate the Contract.

XXXV. ELECTRONIC SIGNATURES

By entering into this Contract, the Provider agrees on behalf of its respective contracting or subcontractors, sub grantees, agents or assigns, to conduct all aspects of this transaction by electronic means by agreeing that all documents requiring County signatures may be executed by electronic means and that the electronic signatures affixed by the County to said documents shall have the same legal effect as if that signature was manually affixed to a paper version of the document. The Provider agrees to be bound by the provisions of Chapters 303 and 1306 of the Ohio Revised Code as the chapters pertaining to electronic transactions and to comply with the electronic signature policy of Cuyahoga County.

IN WITNESS HERETO, the parties have executed this contract as of the date below.

COUNTY OF CUYAHOGA, OHIO

BY: _____
Edward FitzGerald, County Executive

DATE: _____

BY: _____
United Way of Greater Cleveland, Inc.

DATE: _____

EXHIBIT 1

STATEMENT OF WORK

The County agrees to enter into a contract with the United Way of Greater Cleveland, Inc. ("United Way" or "Provider") for the period of April 1, 2012 through December 31, 2012 to provide food and allocations of funds in accordance with all provisions contained herein.

- I. In order to receive food and funds from the United Way, at any time of this contract or any extension, each Hunger Center must continue to be in compliance with all standards of operation, including those outlined in existing agreements as well as the standards outlined by Feeding America and the Ohio Department of Job & Family Services.
- II. The Provider, as specifically delineated, shall furnish the following services:
 - A. The United Way shall provide administrative oversight of County funds and use them as pre-paid grants to the Hunger Centers so that each Hunger Center may access any product on an Inventory List on an equal basis with the other member agencies located in the County.
 - i. The parties understand that for the period from April 1, 2012 through September 30, 2012, funds will be disbursed for the benefit of the Hunger Network and its affiliated Hunger Centers, via appropriate allocations.
 - ii. For the period from October 1, 2012 through December 31, 2012, the parties understand that at least one-half of all funds for food purchases under this contract will be disbursed for the benefit of the Hunger Network and its affiliated Hunger Centers via appropriate allocations. Any remaining balance will be allocated in accord with community need as determined by the FEMA/EFSP Cuyahoga County Local Board.
 - B. The United Way shall provide a diverse inventory of food with a percentage available that is over 74% highly nutritious.
 - C. The United Way shall provide on-going evaluation of the success of the distribution delineated in this agreement from all appropriate perspectives. Monthly surveys of agencies and clients will be conducted to ascertain trends and other relevant observations. These surveys and reports may include recommendations with possible avenues for improvement or

savings regarding products, processes or other areas of interest that arise from any interaction with consumers.

- III. The United Way shall submit monthly allocation reports with the specific amounts placed in each account, which shall demonstrate the usage of funds.
- IV. The United Way shall submit to the County quarterly reports detailing survey results, funds spent and people served, including the following:
- A summary of survey results including recommendations and suggested program changes, if applicable;
 - The cost per pound of food taken by each Hunger Center during each quarter;
 - The total dollars spent by each Hunger Center;
 - The total number of households served by each Hunger Center;
 - The number of clients served by the Hunger Centers, broken down by age as follows:

Children (Birth-17)
Adults (18-59)
Seniors (60+)

The quarterly reports shall be issued at the end of July and October of 2012 and January of 2013.

- V. Additional requirements of this Contract include:
- A. Periodic meetings of involved agencies and/or stake holders, to answer questions, hear service concerns and address problems or logistic issues that may arise during the term of this contract.
- B. Regular site visits to Hunger Centers by the United Way;
- C. The Provider agrees that it must maintain an accounting system with supporting fiscal records adequate to enable the County to audit and verify the use of funds and delivery of services.
- D. Submission of a statement of financial position from the Provider, to be submitted by July 31, 2012 and October 31, 2012 and January 31, 2013.

EXHIBIT 2

BUDGET

The County agrees to reimburse the United Way for the costs described herein to the degree they are determined to be fair and reasonable for the purchase of food in an amount not to exceed \$817,500.00. Additionally, plus any additional allowable administrative costs. This figure represents the term of this contract, from April 1, 2012 through December 31, 2012. The parties understand that two, one-year extensions may be made that may extend the terms of the contract through December 31, 2014. Should any extension be agreed to by the parties, the BUDGET will be amended to reflect a pro rata figure.

To receive monthly payments, the United Way must submit an invoice detailing the actual expenses incurred during the billing month with the appropriate supporting documentation.

The United Way understands that failure to comply with the provisions herein may result in the United Way refunding amounts received from the County that were in violation of any provisions contained herein.

The United Way understands that for payment processing, all invoices must be submitted by the 15th of each month to:

Employment & Family Services
1641 Payne Avenue, Room 510
Cleveland, OH 44114
Attn: Larry Ganim
PH: 216-987-8242
Email: ganiml@odjfs.state.oh.us

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0063

<p>Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer</p>	<p>A Resolution declaring that public convenience and welfare requires resurfacing of Sprague Road from Marks Road to Prospect Road in the Cities of Berea and Strongsville; total estimated construction cost \$700,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into agreements of cooperation with said municipalities in connection with said project.</p>
--	---

WHEREAS, the County Executive FitzGerald/Department of Public Works/Division of County Engineer has recommended that public convenience and welfare requires the resurfacing of Sprague Road from Marks Road to Prospect Road in the Cities of Berea and Strongsville; and

WHEREAS, the anticipated construction cost for the resurfacing is \$700,000.00; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of these improvement; and

WHEREAS, these projects will be funded 100% with the County Road and Bridge Fund; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the location of the project is Sprague Road from Marks Road to Prospect Road in the Cities of Berea and Strongsville, Council District 5; and

WHEREAS, the anticipated start date for construction of this project is 2013.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the County Council hereby declares that public convenience and welfare requires the resurfacing of Sprague Road from Marks Road to Prospect Road in the Cities of Berea and Strongsville.

SECTION 2. That special assessments are not to be levied nor collected to pay any part of the County's cost of this improvement.

SECTION 3. That the County Executive is hereby authorized to enter into and execute the necessary agreements of cooperation with the above-named cities where the road is located.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President Date

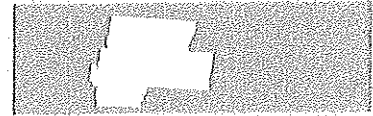
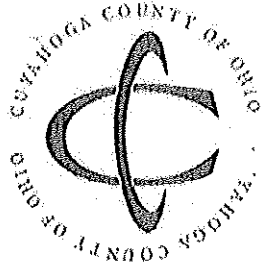
County Executive Date

Clerk of Council Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Jamal H. Husani
Type of Request:	Other		
Request Prepared by:	Nichole English	Telephone No.	216-348-3861

SUMMARY OF REQUESTED ACTION:

The request for Council action does not involve a contract.

A. Scope of Work Summary

- Department of Public Works requesting that Council find:
 - that the public convenience and welfare requires the resurfacing of Sprague Road from Marks Road to Prospect Road in the Cities of Berea and Strongsville;
 - that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements
 - authorize the County Executive to enter into and execute the necessary agreements of cooperation with the appropriate municipalities.

The anticipated construction cost for this improvement is \$700,000.00. The anticipated start date for construction of these projects is 2013.
- The primary goal of this request is to begin the process of Council review and approval of these projects. The primary goal of the projects themselves is to properly maintain the County's infrastructure.
- N/A

B. Procurement - N/A

C. Contractor and Project Information

- N/A
- N/A
- The location of the project is Sprague Road from Marks Road to Prospect Road in the Cities of Berea and Strongsville
 - The project is located in Council District 5.

D. Project Status and Planning

- The project is new to the County.
- N/A

3. N/A

4. N/A

5. N/A

E. Funding

1. These projects are to be funded 100% with County Road and Bridge Fund.

2. N/A

3. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

For all of the foregoing reasons, the Department of Public Works requests that Council find:

a) that the public convenience and welfare requires the resurfacing of Sprague Road from Marks Road to Prospect Road in the Cities of Berea and Strongsville;

b) that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements

c) authorize the County Executive to enter into and execute the necessary agreements of cooperation with the appropriate municipalities.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: **Explanation:**
Other road and bridge

Total Amount Requested:

\$

ATTACHMENTS:

[Click to download](#)

[Project Sheet](#)

History

Time

Who

Clerk of the Board

Approval

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0064

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer	A Resolution declaring that public convenience and welfare requires resurfacing of York Road from Bennett Road to State Route 82 in the City of North Royalton; total estimated construction cost \$700,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.
---	--

WHEREAS, the County Executive FitzGerald/Department of Public Works/Division of County Engineer has recommended that public convenience and welfare requires the resurfacing of York Road from Bennett Road to State Route 82 in the City of North Royalton; and

WHEREAS, the anticipated construction cost for the resurfacing is \$700,000.00; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of this improvement; and

WHEREAS, these projects will be funded 100% with the County Road and Bridge Fund; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the location of the project is York Road from Bennett Road to State Route 82 in the City of North Royalton, Council District 5; and

WHEREAS, the anticipated start date for construction of this project is 2013.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the County Council hereby declares that public convenience and welfare requires the resurfacing of York Road from Bennett Road to State Route 82 in the City of North Royalton.

SECTION 2. That special assessments are not to be levied nor collected to pay any part of the County's cost of this improvement.

SECTION 3. That the County Executive is hereby authorized to enter into and execute the necessary agreement of cooperation with the above named city where the road is located.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

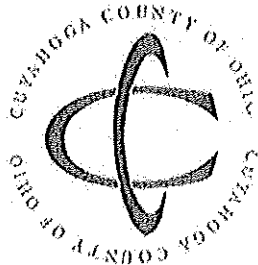
Clerk of Council

Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name: County Engineer **Agency/Dept. Head Name:** Jamal H. Husani

Type of Request:

Request Prepared by: Nichole English **Telephone No.:** 216-348-3861

SUMMARY OF REQUESTED ACTION:

The request for Council action does not involve a contract.

A. Scope of Work Summary

1. Department of Public Works requesting that Council find:
 - a) that the public convenience and welfare requires the resurfacing of York Road from Bennett Road to State Route 82 in the City of North Royalton;
 - b) that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements
 - c) authorize the County Executive to enter into and execute the necessary agreements of cooperation with the appropriate municipalities.

The anticipated construction cost for this improvement is \$700,000.00 The anticipated start date for construction of these projects is 2013.

2. The primary goal of this request is to begin the process of Council review and approval of these projects. The primary goal of the projects themselves is to properly maintain the County's infrastructure.

3. N/A

B. Procurement - N/A

C. Contractor and Project Information

1. N/A

2. N/A

3a. The location of the project is York Road from Bennett Road to State Route 82 in the City of North Royalton

3b. The project is located in Council District 5.

D. Project Status and Planning

1. The project is new to the County.

2. N/A

- 3. N/A
- 4. N/A
- 5. N/A

E. Funding

- 1. These projects are to be funded 100% with County Road and Bridge Fund.
- 2. N/A
- 3. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Other	Road and Bridge

Total Amount Requested:

\$

ATTACHMENTS:

Click to download

[Project Sheet](#)

History

Time

Who

Clerk of the Board

Approval

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0065

<p>Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer</p>	<p>A Resolution making an award on RQ21215 to O.R. Colan Associates of Florida, LLC, in the amount not-to-exceed \$715,005.00 for right-of-way acquisition services in connection with improvement of Pleasant Valley/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
--	--

WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ21215 to O.R. Colan Associates of Florida, LLC, in the amount not-to-exceed \$715,005.00 for Right-of-Way Acquisition services in connection with the improvement of Pleasant Valley/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma; and,

WHEREAS, this project is an extension of an existing project, however this contract is a new contract for new work tasks associated with Right-of-Way Acquisition; and,

WHEREAS, the authority to seek qualifications was approved through Executive Approval No. EA2011-0969, and on September 30, 2011 the RFQ was closed; and,

WHEREAS, of the three proposals that were submitted for review, one was approved; and,

WHEREAS, the vendor, O. R. Colan Associates of Florida, LLC is located at 22710 Fairview Center Drive, Fairview Park, Ohio 44126 in Council District 1, but the project is located in Council Districts 4 and 5; and,

WHEREAS, this project is funded 50% by federal Surface Transportation Program ("STP") funds and 50% by the \$7.50 Vehicle License Tax Fund; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to ensure that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes an award on RQ21215 to O.R. Colan Associates of Florida, LLC in the amount not-to-exceed \$715,005.00 for right-of-way acquisition services in connection with the improvement of Pleasant Valley/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma.

SECTION 2. The County Executive is authorized to execute a contract in connection with said award and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of a county department; therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become effective immediately upon the signature of the County Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Jamal H. Husani
Type of Request:	Submission of Awarded Contract		
Request Prepared by:	Nichole English	Telephone No.	216-348-3861

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with O.R. Colan Associates of Florida, LLC for the not-to-exceed cost of \$715,005.00. The anticipated start-completion dates are April 2012 - December 2013.
2. The primary goal of the project is to acquire the right-of-way required for the improvement of Pleasant Valley/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma.
3. N/A

B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ is \$715,005.00.
2. The RFQ was closed on September 30, 2011. There was no SBE goal on this RFQ because Federal funding is being utilized for the work.
3. There were 3 proposals submitted for review, 1 proposal approved.

C. Contractor and Project Information

1. The address of the vendor is:
O.R. Colan Associates of Florida, LLC
22710 Fairview Center Drive
Fairview Park, Ohio 44126
Council District 1
2. The owners for the vendor are Catherine Colan Muth, Karen Ammar and Kevin Ammar. Listing and addresses are included in attachment.

3. a. The location of the project is Pleasant Valley/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma

3. b. The project is located in Council District 4 and 5

D. Project Status and Planning

1. The project is an extension of an existing project (Pleasant Valley/Bagley Road), however this contract is a new contract for new work tasks associated with Right-of-Way Acquisition.

2. N/A

3. N/A

4. N/A

5. This contract needs signature as soon as possible.

E. Funding

1. The project is funded 50% by federal STP funds and 50% by County Road and Bridge funds.

2. The schedule of payments is by invoice.

3. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Department of Public Works requesting award and approval of a contract with O.R. Colan Associates of Florida, LLC for the not-to-exceed cost of \$715,005.00 for right-of-way acquisition services for the Pleasant Valley/Bagley Road improvement project.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: Explanation:

Other 50% Federal/50% Road and Bridge 7.50 fund

Total Amount Requested:

\$715,005.00

ATTACHMENTS:

Click to download

Auditor Findings

DMA

Insurance

Final RFQ

Secretary of State Search

Contract

Department Acknowledgement Form

Signature Authority

Listing of Owners

Request for Qualifications (RFQ) Response List

RQ: CE – 11 - 21215 Department: Public Works - Engineer Due: September 30, 2011

Project: Right of Way Acquisition Services

Heritage Land Services
635 Brooksedge Boulevard
Westerville, Ohio 43081
(614) 918-2999
(614) 918-2998 fax
choward@wearehls.com

TranSystems Real Estate Consulting, Inc.
55 Public Square, Ste. 1900
Cleveland, Ohio 44113
(216) 861-1780
(216) 861-1028 fax
www.transystems.com

O.R. Colan Associates, LLC.
22710 Fairview Center Drive
Fairview Park, Ohio 44126
(440) 827-6116
(440) 827-6210 fax
www.orcolan.com



Proposal Evaluation Form

Project Name Pleasant Valley ROW Acquisition
Project Type Engineering
Submission Date September 30, 2011
Selection Meeting Date 10/12/2011 @ 1:30 PM
Facilitator Ernest F. Zadell

EVALUATION CRITERIA	Max Points	Heritage Land Services				Transystems Real Estate Consulting, Inc.				O.R. Colan Associates, LLC			
		Yes/No	Yes	YES	YES	Yes/No	YES	N/A	N/A	Yes/No	YES	N/A	N/A
Section 1 - Minimum Qualifications													
Prequalification Met													
SBE Goal Met													
Section 2 - Firm's Experience													
Quality of Experience	5		4	a	3	b	5	c					
Meeting Schedules and Deadlines	5		3	d	4	e	5	f					
Controlling Costs/Adhering to Budget	5		4	g	3	h	3	i					
Communication/Cooperation	5		4	j	4	k	5	l					
Section 3 - Available Staff's Experience													
Project Manager	35		30		30		32						
Support Staff	15		13		10		12						
Section 4 - Project Methodology													
	30		25		20		30						
TOTAL	100		83		74		92						

Legend:

- a HLS review appraiser delayed our Crocker/Stearns project. (4 points)
- b Due to TS past experience on Pleasant Valley project not particularly good. (3 points)
- c O.R. has the best quality of experience from past performances. (5 points)
- d HLS did not control review appraisals for our Crocker/Stearns project. (3 points)
- e TS generally meets their schedule and deadlines. However, not ahead of schedule. (4 points)
- f O.R. is usually done ahead of schedule on most projects the County has had with them. (5 points)
- g HLS has been under budget on two previous project and over budget on one project with the County. (4 points)
- h T.S. has had 3 previous projects under budget and 2 projects over budget. (3 points)
- i O.R. has been over budget on some projects. Their fees seem to be consistent no matter what the job size. (3 points)
- j HLS has been responsive to any requests in the past. (4 points)
- k T.S. has been responsive in the past, similar to HLS. (4 points)
- l O.R. has been the most responsive in the past. Best communication/cooperation skills. (5 points)

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0066

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer	A Resolution making an award on RQ22552 to Burton Scot Contractors, LLC, in the amount not-to-exceed \$2,213,811.02 for resurfacing of Green Road from Chagrin Boulevard to Fairmount Boulevard in the Cities of Beachwood and Shaker Heights; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ22552 to Burton Scot Contractors, LLC, in the amount not-to-exceed \$2,213,811.02 for the resurfacing of Green Road from Chagrin Boulevard to Fairmount Boulevard in the Cities of Beachwood and Shaker Heights; and,

WHEREAS, this project received the authority to advertise for bids through Contracts and Purchasing Board Approval No. CPB2012-119; and,

WHEREAS, the bids were open on March 7, 2012, and the Office of Procurement and Diversity (“OPD”) assessed a thirty percent (30%) Small Business Enterprise (“SBE”) goal, and approved the SBE Participation Plan for the winning bid; and,

WHEREAS, there were ten (10) proposals pulled from OPD, and six (6) bids were submitted for review; and,

WHEREAS, Burton Scot Contractors, LLC was the lowest qualified bidder for the award recommendation; and,

WHEREAS, Burton Scot Contractors, LLC is located at 11330 Kinsman Road, Newberry, Ohio 44065 and the project is located in Council District 9 and 11; and,

WHEREAS, the County is funding 80% of the cost of construction using funds from the \$7.50 Vehicle License Tax Fund and the remaining 20% is funded by the municipalities.

WHEREAS, it is necessary that this Resolution become immediately effective in order to ensure that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes an award on RQ22552 to Burton Scot Contractors, LLC, in the amount not-to-exceed \$2,213,811.02 for the resurfacing of Green Road from Chagrin Boulevard to Fairmount Boulevard in the Cities of Beachwood and Shaker Heights.

SECTION 2. The County Executive is authorized to execute a contract in connection with said award and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of a county department; therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become effective immediately upon the signature of the County Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

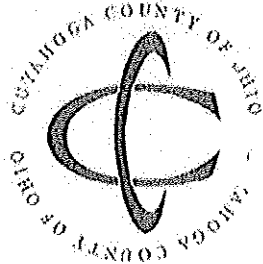
County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Thomas P. Sotak, P.E.
Type of Request:	Award Recommendation		
Request Prepared by:	Juliann Conway	Telephone No.	216-348-3838
SUMMARY OF REQUESTED ACTION:			
Department of Public Works/County Engineer:			
<u>Scope of Work Summary</u>			
1) Is recommending an award RQ22552 to Burton Scot Contractors, LLC in the amount not-to-exceed \$2,213,811.02 for the repair and resurfacing of Green Road from Fairmount Boulevard to Chargrin Boulevard in the City of Shaker Heights and Beachwood.			
2) Award a contract to the lowest qualified bidder and complete construction as per plan. This office found Burton Scot Contractors LLC to be the lowest qualified bidder. They submitted all necessary documentation per the proposal, plans and specifications.			
3) N/A.			
<u>Procurement</u>			
1) Competitive bid process.			
2) The bids were opening on March 7, 2012 and OPD assessed a thirty (30%) percent Small Business Enterprise (SBE) goal. OPD has approved their SBE Participation Plan.			
3) There were ten (10) proposals pulled from OPD and six (6) bids were submitted for review and an award recommendation is being made to the lowest qualified bidder.			
<u>Contractor and Project Information</u>			
Burton Scot Contractors, LLC 11330 Kinsman Road Newberry, Ohio 44065 Council District - N/A 2) Limited Liability Company			

3) The project is located in Council District 9 & 11.

Project Status and Planning

1) Plans and specifications are complete.

Funding

1) The County is funding 80% of the cost of construction using funds from the \$7.50 Vehicle License Tax Fund and 20% is being funded by the municipalities.

The contractor has completed ethics training as required.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Primary Ownership: D. Scot Paulitsch (440) 584-1011

The purpose of this request is to award a contract for the aforementioned project to a qualified contractor at the lowest cost to the County and complete construction per plan intent in the scheduled time period, approximately.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Competitive Bid

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:

Other

Explanation:

See Summary of Requested Action.

Total Amount Requested:

\$2,213,811.02

ATTACHMENTS:

Click to download

- [DOPW Bid Tabs](#)
- [OPD Bid Tab](#)
- [Auditors Findings](#)
- [Business Name Filing](#)
- [DMA](#)
- [Bidder Compliance Form](#)

History

Time

Who

Office of Procurement &
Diversity

Approval

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0067

<p>Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer</p>	<p>A Resolution making an award on RQ22624 to Suburban Maintenance and Construction, Inc. in the amount not-to-exceed \$908,993.93 for replacement of Austin Powder Drive Bridge No. 137 over a branch of Tinkers Creek in the Village of Glenwillow; authorizing the County Executive to enter into a contract consistent with said award; and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in said amount to fund said contract.</p>
--	---

WHEREAS, the County Executive FitzGerald/Department of Public Works/Division of County Engineer has recommended an award on RQ22624 to Suburban Maintenance and Construction Inc. in the amount not-to-exceed \$908,993.93 for the replacement of Austin Powder Drive Bridge No. 137 over a branch of Tinkers Creek in the Village of Glenwillow; and

WHEREAS, the bids were received on January 7, 2012 and the Office of Procurement and Diversity ("OPD") assessed a thirty (30%) percent Small Business Enterprise (SBE) goal; and

WHEREAS, there were five (5) proposals pulled from the OPD and four (4) bids were submitted for review and an award recommendation was made to the lowest qualified bidder; and

WHEREAS, the County tabulated the extension of the unit bid prices submitted by each bidder and verified the accuracy of the total amounts and determined Suburban Maintenance and Construction Inc. to be the lowest qualified bidder; and

WHEREAS, Suburban Maintenance and Construction, Inc. is located at 16330 York Road, North Royalton, Ohio 44133 in Council District 5, but the project is located in Council District 6; and

WHEREAS, the County is funding 100% of the cost of construction for this project from the \$5.00 Vehicle License Tax Fund.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the County Council hereby approves the County Executive's recommendation and authorizes an award on RQ22624 to Suburban Maintenance and Construction Inc. in the amount not-to-exceed \$908,993.93 for the replacement of Austin Powder Drive Bridge No. 137 over a branch of Tinkers Creek in the Village of Glenwillow.

SECTION 2. The County Executive is authorized to execute a contract in connection with said award and all documents consistent with this Resolution.

SECTION 3. That the County Council hereby authorizes the County Engineer, on behalf of the County Executive, to make an application for allocation from the \$5.00 Vehicle License Tax Fund in the amount of \$908,993.93 for the replacement of Austin Powder Drive Bridge No. 137 over a branch of Tinkers Creek in the Village of Glenwillow.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President Date

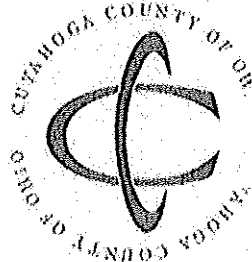
County Executive Date

Clerk of Council Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name: County Engineer **Agency/Dept. Head Name:** Thomas P. Sotak, P.E.

Type of Request: Award Recommendation

Request Prepared by: Juliann Conway **Telephone No.:** 216-348-3838

SUMMARY OF REQUESTED ACTION:

Department of Public Works/County Engineer:

Scope of Work Summary

1. a) is recommending an award RQ22624 to Suburban Maintenance and Construction, Inc. in the amount not-to-exceed \$ 908,993.93 for the replacement of Austin Powder Drive Bridge No. 137 over a branch of Tinker's Creek in the Village of Glenwillow.

b) Is submitting an application to use the County Motor Vehicle \$5.00 License Tax Fund, in accordance with Chapter 4504 of the Ohio Revised Code to pay Cuyahoga County's share of the cost \$908,993.93 for the above referenced project. On August 17, 2004 the Board of County Commissioners approved, by resolution an agreement by and between said Board of County Commissioners and the Village of Glenwillow.

2) Award a contract to the lowest qualified bidder and complete construction as per plan. This office found Suburban Maintenance and Construction, Inc. to be the lowest qualified bidder. They submitted all necessary documentation per the proposal, plans and specifications.

3) N/A.

Procurement

- 1) Competitive bid process.
- 2) The bids were opening on March 7, 2012 and OPD assessed a thirty (30%) percent Small Business Enterprise (SBE) goal. OPD has approved their SBE Participation Plan.
- 3) There were five (5) proposals pulled from OPD and four (4) bids were submitted for

review and an award recommendation is being made to the lowest qualified bidder.

Contractor and Project Information

Suburban Maintenance and Construction, Inc.
16330 York Road
North Royalton, Ohio 44133
Council District - 5
2) Corporation
3) The project is located in Council District 6.

Project Status and Planning

1) Plans and specifications are complete.

Funding

1) The County is funding 100 % of the cost of construction using funds from the \$5.00 Vehicle License Tax Fund.

The contractor has completed ethics training as required.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Primary Ownership: Brian Stucky, President (440) 237-7765

The purpose of this request is to award a contract for the aforementioned project to a qualified contractor at the lowest cost to the County and complete construction per plan intent in the scheduled time period, approximately.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Competitive Bid

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:

Other

Explanation:

See Summary of Requested Action.

Total Amount Requested:

908,993.93

ATTACHMENTS:

Click to download

DMA

Business Name Filing

BID DUE DATE March 7, 2012

OFFICE OF PROCUREMENT & DIVERSITY
TABULATION OF BIDS RECEIVED OVER \$25,000

REQUISITION NUMBER CE-12-22624 CONTRACT PERIOD N/A
 REQUISITIONING DEPT. Public Works / Engineers NUMBER OF ITF'S SENT/RETURNED 5/4
 COMMODITY DESCRIPTION Replacement of Austin Powder Bridge No. 137 ESTIMATE \$1,050,000.00
 SEE GOALS 30%

TO BE COMPLETED BY OPD AND USER DEPARTMENT (P=PROCUREMENT; D=DEPARTMENT)

BIDDER'S NAME & ADDRESS	BID BOND / CHECK	P - ADMINISTRATIVE D-TECHNICAL REVIEW	ACTUAL BID AMOUNT	SEE SUBCONTRACTOR NAME	PRICE PREFER. IF Y, SEE	TOTAL SEE %	COMPLY Y/N	COMMENTS & INITIALS
Suburban Maintenance and Construction, Inc. 1630 York Road North Royalton, Ohio 44133	Bid Bond, 100% - Western Surety Company	P - YES - DT 3-7-12 R - YES	\$908,999.93	Suburban Pkwy + Coosa 15% 6/7/12, 10% 1/10/12 10% 1/10/12, 13% 3/6/12 10% 1/10/12, 13% 3/6/12 10% 1/10/12, 13% 3/6/12 10% 1/10/12, 13% 3/6/12	Y	21.50% 17.5% 50% 30%	Y	Comments on 15A-565 + initial other SEEs to meet + 4000-565 goal APR 3/8/12 3/8/12 am
Guinio-Schirack, LLC 9545 Midwest Avenue, Unit M Garfield Heights, Ohio 44125	Bid Bond, 100% - Travelers Casualty & Surety Company	P - YES - DT 3-7-12 R - NO	\$909,152.71	Geotech Sees 15% 4/7/12 10% 1/10/12 10% 1/10/12 10% 1/10/12 10% 1/10/12	N	10.8%	N	APR 3/8/12 APR 3/8/12 APR 3/8/12 APR 3/8/12 APR 3/8/12
Terrace Construction Company, Inc. 3965 Pearl Road Cleveland, Ohio 44109	Bid Bond, 100% - The Cincinnati Insurance Company of Ohio	P - YES - DT 3-7-12 R - YES	\$987,877.67	15% 4/7/12 10% 1/10/12 10% 1/10/12 10% 1/10/12 10% 1/10/12	N	21.5%	N	APR 3/8/12 APR 3/8/12 APR 3/8/12 APR 3/8/12 APR 3/8/12
Schirmer Construction Co. 31350 Industrial Parkway North Olmsted, Ohio 44070	Bid Bond, 100% - Travelers Casualty & Surety Company	P - YES - DT 3-7-12 R - YES	\$995,372.75	Schirmer Co 15% 4/7/12 10% 1/10/12 10% 1/10/12 10% 1/10/12 10% 1/10/12	Y	50.5%	Y	APR 3/8/12 APR 3/8/12 APR 3/8/12 APR 3/8/12 APR 3/8/12

TO BE COMPLETED BY CONTRACT COMPLIANCE OFFICER

* LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	PRICE PREFER % & \$ LIMIT	MAX SEE PRICE PREFER \$

OBM APPROVAL (If actual bid exceeds estimate) _____ DATE _____
 DEPARTMENT DIRECTOR SIGNATURE _____
 DEPARTMENT DIRECTOR NAME _____

LOW BIDDER NOTIFIED CMC YES Date: _____
 Tab sheet with SE Updated 12/8/20

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0068

Sponsored by: County Executive FitzGerald/Fiscal Officer/County Treasurer	A Resolution authorizing a revenue generating agreement with Woods Cove II LLC, as purchaser, and Axis Capital Management, Inc., as servicer, in the amount not-to-exceed \$7,000,000.00 for the sale of tax lien certificates; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, Cuyahoga County has a high percentage of delinquent taxes compared to other counties in Ohio; and,

WHEREAS, the County Executive appointed a taskforce to study the collection of delinquent taxes and how best to handle this problem to ensure that schools and other local governments are not harmed by the high tax delinquency rate; and,

WHEREAS, the taskforce considered and endorsed the sale of tax certificates to address the County's delinquent taxes; and,

WHEREAS, the County Council considered the recommendations of the taskforce and received testimony regarding this process in an open meeting; and,

WHEREAS, the County Council concluded that it is advantageous to the County and its citizens to proceed with the sale of tax certificates to provide funding to schools and other local governments in the County who are in need of this funding; and,

WHEREAS, Ohio Revised Code Section 5721.33 authorizes the County Treasurer to negotiate the sale and transfer of tax certificates; and,

WHEREAS the Cuyahoga County Board of Control, acting pursuant to Section 4.4(b)(16) of the County's Contracting and Purchasing Procedures Ordinance, authorized the County Treasurer to utilize the process authorized by O.R.C. § 5721.33 for the negotiation and sale of tax certificates; and,

WHEREAS, in addition to the requirements of O.R.C § 5721.33, the County also previously advertised the notice of sale of tax certificates and solicited bids on the web sites of the County Treasurer and the National Tax Lien Association's web site; and,

WHEREAS, the County Treasurer previously received the bids and negotiated the sale and transfer of the tax certificates pursuant to O.R.C. § 5721.33; and,

WHEREAS, the County Executive, through the County Treasurer, is submitting a revenue generating agreement on the tax certificates sale to Wood Cove II LLC, as purchaser, and Axis Capital Management, Inc., as servicer, for an amount not-to-exceed \$7,000,000.00 U.S. Dollars; and,

WHEREAS, the County Executive is requesting authorization to enter into the tax certificate sales contract; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Cuyahoga County Council hereby approves the revenue generating agreement with Woods Cove II LLC, as purchaser, and Axis Capital Management, Inc., as servicer, in the amount not-to-exceed \$7,000,000.00 for the sale of tax lien certificates.

SECTION 2. The County Executive is authorized to execute the agreement and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of the County. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

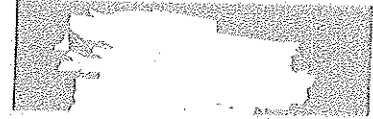
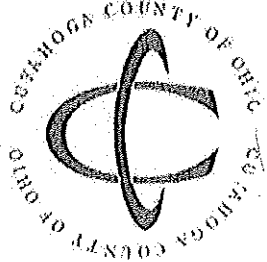
Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Treasurer	Agency/Dept. Head Name:	Richard Sensenbrenner
Type of Request:	Agreement/Amendment		
Request Prepared by:	Jerry Murphy	Telephone No.	216-443-7408
SUMMARY OF REQUESTED ACTION:			
Submitting a revenue generating agreement with Woods Cove, LLC (Purchaser) and Axis Capital Management, Inc. (Servicer) in the amount to be determined on May 31, 2012 for the sale of Tax Lien Certificates SIGNED COPY STILL IN PROGRESS			
PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):			
Sale of Tax Liens			
Explanation for late submittal:			

Contract/Agreement Information:

Procurement Method:
Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
	Revenue generating
Total Amount Requested:	
\$	

ATTACHMENTS:

Click to download

- [Woods Cove Agreement 2011](#)
- [Woods Cove Resolution 2011](#)

To: Cuyahoga County Council

Date April 6, 2012

From: Richard Sensenbrenner, *RWS*
Cuyahoga County Treasurer

Re: Sale of Tax Lien Certificates

Due to the high percentage of delinquent taxes in Cuyahoga County compared to other counties in Ohio, the County Executive appointed a taskforce to study the collection of delinquent taxes and how best to handle this problem to ensure that schools and other local governments are not harmed by the high delinquency rate. The taskforce considered and endorsed the sale of tax certificates as one important tool to deal with the County's delinquent taxes.

The County Treasurer is requesting approval from Cuyahoga County Council to enter into a tax certificate sale agreement with Woods Cove II, LLC. Woods Cove II, LLC purchased tax certificates from Cuyahoga County in November 2011 and per agreement have the first right of refusal to purchase parcels in the upcoming May 2012 sale. Ohio Revised Code Section 5721.33 allows the County Treasurer to negotiate and sell tax certificates.

- Thank You

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0069

Sponsored by: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management	A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 by providing for an additional fiscal appropriation from the General Fund in order to meet the budgetary needs of a County department; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 13, 2011, the Cuyahoga County Council adopted the 2012/2013 Biennial Operating Budget and Capital Improvements Program (Resolution No. R2011-0291) establishing the 2012/2013 biennial budgets for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the 2012/2013 Biennial Operating Budget for 2012 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations, and to transfer cash between budgetary funds, in order to accommodate the operational needs of certain County departments, offices, and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the 2012/2013 Biennial Operating Budget for 2012 be amended to provide for the following additional appropriation increases and decreases:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. 01A001 – General Fund	BA1200187
CT577106 – Risk & Property Management	
Other Expenses \$ 800,000.00	

Funding Source: General Fund.

SECTION 2. This Resolution is hereby determined to be an emergency measure and that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of County departments, offices and agencies. Provided that this

April 3, 2012

Clerk of County Council

Dear Ms. Schmotzer:

What follows is a brief summary of the fiscal items, which will be presented for your consideration for adoption at the regular County Council meeting scheduled for April 10, 2012.

Additional Appropriation Summary – Additional appropriations are needed when there is a new or increased revenue source, or a revision to the original budget appropriation that is required to cover expenses that exceed the original estimate. A budget review document is provided for General Fund and Health & Human Services Levy Fund impact items.

A reduction in appropriation is requested in conjunction with the close out of a program, grant, project or decertification of an encumbrance.

General Fund/Health & Human Services	Amount
Public Works/Risk & Property Management – Additional appropriation to cover the costs of a real estate consolidation consultant. Funding is from the General Fund. See OBM Review Document.	\$800,000.00
TOTAL	\$800,000.00

Total Additional Appropriations - All Funds	\$800,000.00
--	---------------------

The following represents the overall changes made to the 2012-2013 Biennial Appropriation Measure for 2012 since its adoption on December 13, 2011 Resolution # R2011-0291. The changes reflect the Additional Appropriations, Appropriation Transfers and Cash Transfers to the original adopted appropriation resolution.

APPROPRIATION STATUS SUMMARY:

	<u>03/27 Agenda</u>	<u>Year to Date</u>	<u>Adjusted Annual Appropriation</u>
General Fund Impact	\$ 800,000.00	\$ 889,203.00	\$ 354,330,019.00
HHS Levy Impact	\$ 0.00	\$ (43.00)	\$ 225,665,924.00
Other Fund	\$ 0.00	\$ 28,631,031.04	\$ 9,074,484,018.04
Total	\$ 800,000.00	\$ 29,520,191.04	\$ 9,654,479,961.04

Thank you for your consideration regarding this matter.

Sincerely,



Matthew Rubino
Director, Office of Budget & Management
mrubino@cuyahogacounty.us
(216) 443-7448
Fax: (216) 443-7256

Recommendation for Appropriation Request

Request Description	Contract Amendment – Real Estate Consultant Services
Requesting Agency	Public Works – Central Services (Risk & Property)
Funding Source	General Fund
Total Impact	Up to \$800,000 (in addition to first \$250,000)
Status	Recommended
Agenda Date	April 10, 2012

Summary of Request

Request to increase appropriation in the Risk & Property budget by \$800,000 to cover a contract for real estate consulting services.

Background Information

- The County is undertaking a review of owned and leased properties to eventually implement a plan to reconfigure County real estate holdings and consolidate operations in fewer buildings.
- The County will be continuing the work that was initially commenced by Allegro Realty Advisors. A new RFP is being released to select a consultant for the phase II engagement. The source of funding for the phase II engagement is the General Fund. The contract for the phase I review was a not-to-exceed of \$250,000. The new contract will be a not-to-exceed in the amount of \$800,000 and actual costs may be lower than the budget request.

OBM Recommendation and Impact Statement

- This request will require the use of General Fund reserve dollars in excess of the approved 2012-2013 budget. The total cost of the review and planning phase of the County real estate study and plan will total \$1,050,000.
- The second phase of the real estate study is necessary to formulate a plan for consolidating County operations and divesting of multiple buildings.
- OBM recommends approving the increase in appropriation within the Risk & Property division budget. The original contract for the phase I engagement for consulting services is in the Risk & Property budget account (CT577106).
- Other costs associated with the review of buildings, including A&E related costs, will be expensed to a separate capital project account.

MEMORANDUM

TO: Jeanne Schmotzer, Clerk of Council

FROM: Matthew Rubino, Director, Office of Budget & Management

DATE: April 17, 2012

RE: Agenda Items

The Office of Budget & Management requests that the following fiscal items be presented to the members of County Council for their consideration for approval on first reading at the meeting of April 24, 2012. The requested fiscal items including additional appropriations, appropriation transfers, and cash transfers meet agency budgetary needs.

Resolution: Additional Appropriations

A.	01A001 – General Fund	BA1200187
	CT577106 – Risk & Property Management	
	Other Expenses	\$ 800,000.00

Additional appropriation is requested in Risk and Property Management to cover the cost of a real estate consolidation consultant. This consultant will help the County dispose of under- and un-used real property and provide services related to the acquisition of a new consolidated County administration complex space to house specified County offices and operations. Funding for Risk and Property Management comes from the General Fund.

S:_NewServer\Resos\Fiscal Agendas\2012\ADDAPR10B.doc

Fiscal Office
Office of Budget & Management
1219 Ontario Street, Cleveland, OH 44113, (216) 443-7220, FAX (216) 443-7256
Ohio Relay Service (TTY) 711

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0070

Sponsored by: County Executive FitzGerald/Fiscal Officer/Office of Procurement & Diversity	A Resolution making an award on RQ22439 to Motorola Solutions, Inc., in the amount not-to-exceed \$2,071,650.00 for the purchase of interoperable radios and vehicular chargers for the Department of Public Safety and Justice Services; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
---	--

WHEREAS, the Office of Procurement and Diversity has recommended an award to Motorola Solutions, Inc., in the amount not to exceed \$2,071,650.00 for Interoperable Portable Radios and Vehicular Chargers for the Department of Public Safety and Justice Services; and

WHEREAS, this purchase of interoperable portable radios enables Cuyahoga County to move toward the goal of enhancing interoperable public safety communications. The purchase of this end user equipment will allow law enforcement and fire/emergency services within our communities to join a 700/800 MHz P25 compliant radio system and thereby achieve regional interoperability; and,

WHEREAS, end user law enforcement and fire/emergency services will be able to be interoperable with the Ohio Multi-Agency Radio Communications System (MARCS), the City of Parma, and the City of Cleveland communications systems; and,

WHEREAS, the procurement method for this project was Formal Competitive Bidding; and,

WHEREAS, the estimated value for the project was \$2,071,650.00; and,

WHEREAS, the formal bid closed on March 9, 2012, and there was no SBE goal assigned for purchase; and,

WHEREAS, there were 18 bids pulled from OPD, 3 bids submitted for review, 2 vendors submitted equipment for testing and 1 vendor was approved; and,

WHEREAS, The Communications Committee of the Public Safety Urban Area

Working Group (PSUAWG) selected their recommendation on April 3, 2012; and,

WHEREAS, this project is an extension of the Cleveland – Cuyahoga County UASI Region Tactical Interoperable Communications Plan (TICP) for use by first responders and personnel who require communications or coordination during an incident or planned event; and,

WHEREAS, the equipment purchase will be distributed to end users who meet the guidelines to receive funding, per the UAWG Communications Committee ad hoc selection team, to be determined on Monday, April 9, 2012; and,

WHEREAS, the radios are to be delivered by June 15, 2012; and,

WHEREAS, funding for this project is through the Federal Urban Area Security Initiative grants (for FY09 and FY10), and the State Homeland Security Program Grant(for FY09); and,

WHEREAS, the grant deadlines are as follows: Urban Area Security Initiative for FY09 is 8/1/2009 – 7/31/2012, Urban Area Security Initiative for FY10 is 8/1/2010 – 7/31/2013, and State Homeland Security Program for FY09 is 8/1/2009 – 4/30/2012 (extension to 6/30/2012); and,

WHEREAS, it is necessary that this Resolution become immediately effective due to grant funding period deadlines, in which all equipment must be received and invoices paid prior to the grant deadline; and the bid specified that vendors must deliver the equipment by June 15, 2012.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the County Executive is hereby authorized to enter into contract with Motorola Solutions, Inc., in the amount not to exceed \$2,071,650.00 for the purchase of Interoperable Radios and Vehicular Chargers for the Department of Public Safety and Justice Services.

SECTION 2. That the County Executive is hereby authorized to execute the contract and all other documents consistent with said award and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective due to grant funding period deadlines, in which all equipment must be received and invoices paid prior to the grant deadline; and the bid specified that vendors must deliver the equipment by June 15, 2012. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the

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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0023

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer	A Resolution declaring that public convenience and welfare requires replacement of Rockside Road Bridge No. 3.32 over the Cuyahoga River in the City of Independence and Village of Valley View; total estimated construction cost \$8,000,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into agreements of cooperation with said municipalities in connection with said project.
---	---

WHEREAS, the County Executive FitzGerald/Department of Public Works/Division of County Engineer has recommended to declare that public convenience and welfare requires the replacement of the Rockside Road Bridge No. 3.32 over the Cuyahoga River in the City of Independence and Village of Valley View; and

WHEREAS, the total estimated construction cost for the replacement of the bridge is \$8,000,000.00; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of these improvements; and

WHEREAS, funding for this project is as follows: (1) 80% of the construction costs will be paid with federal funds; and (2) 20% will be paid from the County Road and Bridge Fund; and

WHEREAS, the primary goal of this project is to properly maintain bridges for which the County is responsible; and

WHEREAS, the replacement of Rockside Road Bridge is in keeping with the statutory mandates which states, "*The [County] shall construct and keep in repair all necessary bridges in municipal corporations on all county roads and improved roads that are of general and public utility, running into or through the municipal corporations, and that are not on state highways*" (RC 5591.02); and "*the [County] shall construct and keep in repair necessary bridges over streams and public canals on or connecting state, county, and improved roads*" (RC 5591.21); and

WHEREAS, the bridge is located in the City of Independence and Village of Valley View; Council District 6; and

WHEREAS, the anticipated start-completion date for construction is in 2014.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the County Council hereby declares that public convenience and welfare requires the replacement of Rockside Road Bridge No. 3.32 over the Cuyahoga River in the City of Independence and Village of Valley View; Council District 6.

SECTION 2. That special assessments are not to be levied nor collected to pay any part of the County's cost of this improvement.

SECTION 3. That the County Executive is hereby authorized to enter into and execute the necessary agreements of cooperation with the above named city and village where the bridge is located.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: February 14, 2012
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC006
April 10, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0024

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer and Councilmember Jones	A Resolution declaring that public convenience and welfare requires resurfacing of Emery Road from Northfield Road to Merrygold Avenue in the City of Warrensville Heights and Village of North Randall; total estimated construction cost \$3,300,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into agreements of cooperation with said municipalities in connection with said project.
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WHEREAS, the County Executive FitzGerald/Department of Public Works/Division of County Engineer has recommended to declare that public convenience and welfare requires the resurfacing of Emery Road from Northfield Road to Merrygold Avenue in the City of Warrensville Heights and Village of North Randall; and

WHEREAS, the anticipated construction cost for the resurfacing is \$3,300,000.00; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of these improvements; and

WHEREAS, funding for this project is as follows: (1) 80% of the construction costs will be paid for with federal funds; and (2) 20% will be paid from the County Road and Bridge Fund; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the road is located in the City of Warrensville Heights and Village of North Randall; Council District 9; and

WHEREAS, the anticipated start-completion dates for construction of this project is 2014.

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0025

<p>Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer and Councilmember Jones</p>	<p>A Resolution declaring that public convenience and welfare requires resurfacing of Turney Road from Sladden Avenue to Hathaway Road in the City of Garfield Heights; total estimated construction cost \$4,125,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.</p>
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WHEREAS, the County Executive FitzGerald/Department of Public Works/Division of County Engineer has recommended to declare that public convenience and welfare requires the resurfacing of Turney Road from Sladden Avenue to Hathaway Road in the City of Garfield Heights; and

WHEREAS, the anticipated construction cost for the resurfacing is \$4,125,000.00; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of these improvements; and

WHEREAS, funding for this project is as follows: (1) 80% of the construction costs will be paid for with federal funds; and (2) 20% will be paid from the County Road and Bridge Fund; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the road is located in the of city of Garfield Heights; Council District 8; and

WHEREAS, the anticipated start-completion dates for construction of this project is 2014.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the County Council hereby declares that public convenience and welfare requires the resurfacing of Turney Road from Sladden Avenue to Hathaway Road in the City of Garfield Heights, Council District 8.

SECTION 2. That special assessments are not to be levied nor collected to pay any part of the County's cost of this improvement.

SECTION 3. That the County Executive is hereby authorized to enter into and execute the necessary agreement of cooperation with the above named city where the road is located.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

_____	_____
County Council President	Date
_____	_____
County Executive	Date
_____	_____
Clerk of Council	Date

First Reading/Referred to Committee: February 14, 2012
Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested: February 16, 2012

Journal CC006
April 10, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0054

<p>Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer</p>	<p>A Resolution declaring that public convenience and welfare requires resurfacing of Egbert Road from Dunham Road to Walton Hills East Corporation Line in the Village of Walton Hills; total estimated construction cost \$2,536,935.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.</p>
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WHEREAS, the County Executive FitzGerald/Department of Public Works/Division of County Engineer recommends that the County Council declare that public convenience and welfare requires the resurfacing of Egbert Road from Dunham Road to Walton Hills East Corporation Line in the Village of Walton Hills; and

WHEREAS, the anticipated construction cost for the resurfacing is \$2,536,935.00; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of this improvement; and

WHEREAS, funding for this project is as follows: (1) the Cleveland Water Department is paying \$1,404,000.00 of the construction costs; (2) \$103,637.00 will be paid from the Ohio Public Works Commission Grant; (3) Walton Hills is paying \$346,362.00; and (3) \$682,936.00 will be paid from the County Road and Bridge Fund; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the road is located in the Village of Walton Hills; Council District 6; and

WHEREAS, the anticipated start date for construction of this project is 2012.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the County Council hereby declares that public convenience and welfare requires the resurfacing of Egbert Road from Dunham Road to Walton Hills East Corporation Line in the Village of Walton Hills.

SECTION 2. That special assessments are not to be levied nor collected to pay any part of the County's cost of this improvement.

SECTION 3. That the County Executive is hereby authorized to enter into and execute the necessary agreement of cooperation with the above named city where the road is located.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President	Date
County Executive	Date
Clerk of Council	Date

First Reading/Referred to Committee: March 27, 2012
 Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC006
 April 10, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0055

Sponsored by: County Executive FitzGerald/Department of Human Resources	A Resolution making an award on RQ20292 to Sun Life Assurance Company of Canada in the amount of \$1,953,538.00 for group healthcare benefits for County employees and their eligible dependents including stop loss insurance for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute a contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Human Resources recommend an award on RQ20292 to Sun Life Assurance Company of Canada in the amount of \$1,953,538.00 for group healthcare benefits for County employees and their eligible dependents including stop loss insurance for the period 1/1/2012 - 12/31/2012; and,

WHEREAS, on September 27, 2011, awards on RQ20292 were made to various providers for group healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services for the period January 1, 2012 through December 31, 2014 pursuant to Resolution No. R2011-0277; and,

WHEREAS, the approval to seek proposals for group healthcare benefits including Sun Life Assurance Company of Canada was established through Executive Approval No. EA2011-0600; and,

WHEREAS, said proposals have been received and reviewed with the assistance of the County's healthcare benefits consultant, Employee Benefits International, Inc. ("EBI"); and,

WHEREAS, EBI recommended awards on RQ20292 be made to various providers for group healthcare benefits (including the Sun Life Assurance Company of Canada), presented them to the Human Resource Commission of Cuyahoga County ("HRC") in which they were adopted by the HRC for recommendation to Council and the County Executive during its September 7, 2011 meeting; and,

WHEREAS, the plan structures of the standard benefit plans, including the stop loss insurance plan, recommended by the HRC to cover employees of Cuyahoga County are comparable to the plans provided to employees by other counties in the Northeast Ohio region; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to ensure that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes an award on RQ20292 to Sun Life Assurance Company of Canada in the amount of \$1,953,538.00 for group healthcare benefits for County employees and their eligible dependents including stop loss insurance for the period 1/1/2012 - 12/31/2012.

SECTION 2. The County Executive is authorized to execute a contract and all documents required in connection with said award and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of a county department; therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become effective immediately upon the signature of the County Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: March 27, 2012

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal CC006

April 10, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0056

Sponsored by: County Executive FitzGerald/County Sheriff	A Resolution making awards on RQ20783 to various appraisers, in the total amount of \$900,000.00, for real estate appraisal services subject to Sheriff's Sale for the period 5/1/2012 - 4/30/2014; and authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution.
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WHEREAS, the County Executive/County Sheriff has recommended awards on RQ20783 to various appraisers, in the total amount of \$900,000.00 for real estate appraisal services subject to Sheriff's Sale for the period 5/1/2012 – 4/30/2014; and,

WHEREAS, the authority to seek an RFQ was approved under Executive Approval No. EA2011-0836 and closed on 7/25/2011; and,

WHEREAS, the primary goal of this project is to award an agreement to the 11 initial appraisers who possessed the qualifications and experience outlined in the RFQ; and,

WHEREAS, there were 58 applicants pulled and reviewed from OPD, and the following is a list of the 11 appraisers selected for phase 2:

- 1) Brent T. Bailey
- 2) Lana Blaze
- 3) Vernon A. Blaze
- 4) Bradford E. Charnas
- 5) Thomas P. Costello
- 6) Marilyn J. Fandrich
- 7) William J. Gaydos
- 8) Cathleen A. Higgins
- 9) Brian E. Lynch
- 10) John J. Rusnov
- 11) Michael D. Wagner; and,

WHEREAS, James Bitterman, Chief Deputy of the Civil Division, will serve as the Supervisor of the Appraisers; however, these appraisers will be contractors for Cuyahoga County; and,

WHEREAS, the cost for this project is zero dollars because the appraisers will be paid from the proceeds of the Sheriff's sale; and,

WHEREAS, the project is mandated by the ORC Sections 2329.17 through 2329.21 (the Statute) and Cuyahoga County Court of Common Pleas Rule 27 of the Rules of General Division (the Rule) (collectively, the "Project").

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes awards on RQ20783 to various appraisers, in the total amount of \$900,000.00, for real estate appraisal services subject to Sheriff's Sale for the period 5/1/2012 - 4/30/2014 to the following individuals:

- 1) Brent T. Bailey
- 2) Lana Blaze
- 3) Vernon A. Blaze
- 4) Bradford E. Charnas
- 5) Thomas P. Costello
- 6) Marilyn J. Fandrich
- 7) William J. Gaydos
- 8) Cathleen A. Higgins
- 9) Brian E. Lynch
- 10) John J. Rusnov
- 11) Michael D. Wagner.

SECTION 2. The County Executive is authorized to execute all documents required in connection with said awards and this Resolution.

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: March 27, 2012
Committee(s) Assigned: Public Safety

Journal CC006
April 10, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0057

Sponsored by: County Executive FitzGerald/Department of Public Safety and Justice Services/ Division of Public Safety Grants	A Resolution authorizing an agreement with City of Cleveland in the amount not-to-exceed \$2,402,698.00 for planning, training, exercises, equipment and grant administration expenses in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 8/1/2010 - 6/30/2013; and authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution.
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WHEREAS, the County Executive FitzGerald/Department of Public Safety and Justice Services/Division of Public Safety Grants has submitted an agreement with the City of Cleveland in the amount not-to-exceed \$2,402,698.00 for planning, training, exercises, equipment and grant administration expenses in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 8/1/2010 - 6/30/2013; and

WHEREAS, the primary goals of this project are (a) to provide funding for first responders to prepare for, prevent, respond to and recover from natural and man-made disasters; and (b) provide funding for homeland security related equipment, training exercises, and planning activities, and

WHEREAS, the Cleveland projects were approved by the Public Safety Urban Area Working Group, and all equipment will be approved by the Ohio Emergency Management Agency (OEMA); and

WHEREAS, the County will not procure any goods or services by entering into this agreement; and

WHEREAS, the performance period of this agreement is August 1, 2010 through June 30, 2013; and

WHEREAS, the contractor for this project is:

City of Cleveland
601 Lakeside Avenue
Cleveland, Ohio 44114
Frank Jackson, Mayor of the City of Cleveland,

Council Districts 2, 3, 7, and 8; and

WHEREAS, this project is funded 100% by the Department of Homeland Security (DHS) through OEMA. The grant is a reimbursement grant so expenses are submitted for reimbursement as they occur; and

WHEREAS, the Funding for FY10 UASI is passed through to Cuyahoga County from the OEMA and the DHS; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes an agreement with City of Cleveland in the amount not-to-exceed \$2,402,698.00 for planning, training, exercises, equipment and grant administration expenses in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 8/1/2010 - 6/30/2013.

SECTION 2. That the County Executive is hereby authorized to execute the agreement and all other documents consistent with this Resolution.

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: March 27, 2012
Committee(s) Assigned: Public Safety

Journal CC006
April 10, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0058

Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Children and Family Services	A Resolution amending Resolution No. R2012-0034, which made awards on RQ21241 to various providers for the Family to Family Neighborhood System of Care for the period 4/1/2012 - 3/31/2014; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga Executive/Department of Health and Human Services/Division of Children and Family Services has recommended to amend Resolution No. R2012-0034, which made awards on RQ21241 to various providers for the Family to Family Neighborhood System of Care for the period 4/1/2012 - 3/31/2014 by rescinding and changing the amount awarded to providers; and,

WHEREAS, Division of Children and Family Services recommends rescinding the award to Cleveland Urban Minority Alcoholism & Drug Abuse Outreach Project in the amount not-to-exceed \$640,928.00 due to refusal to sign the contract; and,

WHEREAS, Division of Children and Family Service recommends an amendment to the award to Catholic Charities Community Services Corporation (St. Martin de Porres Family Center) to change the amount not-to-exceed from \$640,928.00 to \$1,281,856.00; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to meet the award deadlines, to ensure that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices and agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendations and authorizes the rescinding of the award to Cleveland Urban Minority Alcoholism & Drug Abuse Outreach Project in the amount not-to-exceed \$640,928.00 as an amendment to Resolution No. R2012-0034, which made awards on RQ21241 to various providers for the Family to Family Neighborhood System of Care for the period 4/1/2012 - 3/31/2014.

SECTION 2. The Cuyahoga County Council hereby approves the County Executive's recommendations and authorizes a change of the award to Catholic Charities Community Services Corporation (St. Martin de Porres Family Center) in

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0059

Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood	A Resolution authorizing a contract with Starting Point in the amount not-to-exceed \$2,038,762.00 for administration of the Family Child Care Home Regional System for the Invest in Children Program for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Division of Community Initiatives/Office of Early Childhood has submitted a request to contract with Starting Point in the amount not-to-exceed \$2,038,762.00 for administration of the Family Child Care Home Regional System for the Invest in Children Program for the period 1/1/2012 – 12/31/2012; and,

WHEREAS, the Family Child Care Home Regional System, known as Care for Kids, increases the quality of care available through family child care homes by providing resources, such as technical assistance and training; and,

WHEREAS, under the requested contract, Starting Point shall implement and maintain a Family Child Care Home Regional System to increase the quality of care provided in family child care homes and to increase access to that care by families; and,

WHEREAS, Starting Point is the child care resource and referral agency for Cuyahoga County, and the designated System Coordinator for Invest in Children Program; and,

WHEREAS, Starting Point contracts with three (3) Regional Managers to implement the activities of the Family Child Care Home Regional System; and,

WHEREAS, there will be six (6) components to the agreement and they are as follows: program coordination, regional coordination, communication, regional system, quality improvement, and capacity of the Family Child Care Home Regional System; and,

WHEREAS, Starting Point has been designated by the State of Ohio as Cuyahoga County's child care resource and referral agency and is RFP exempt; and,

WHEREAS, the project is funded 100% by the Health and Human Services Levy; and,

WHEREAS, it is necessary that this Resolution become immediately effective because the project's term has already begun. The reason for the delay in this request is due to the need to negotiate the scope of services and related budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The Cuyahoga County Council hereby authorizes a contract with Starting Point in the amount not-to-exceed \$2,038,762.00 for administration of the Family Child Care Home Regional System for the Invest in Children Program for the period 1/1/2012 – 12/31/2012.

SECTION 2. The County Executive is authorized to execute the contract and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective because the project's term began January 1, 2012. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective up the signature of the County Executive.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: March 27, 2012
Committee(s) Assigned: Health, Human Services & Aging

Journal CC006
April 10, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0060

Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services	A Resolution making awards on RQ22383 to various providers for emergency shelter services for homeless men, women and families for the period 1/1/2012 - 12/31/2012; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive FitzGerald/Division of Community Initiatives /Office of Homeless Services has recommended two awards on RQ22383 to providers for emergency shelter services for homeless men, women and families for the period 1/1/2012 - 12/31/2012 as follows:

- (A) Lutheran Metropolitan Ministry, to provide and manage emergency shelter services for homeless men located at 2100 Lakeside Avenue, Cleveland, in an annual amount of \$1,654,920.00; and
- (B) MHS, Inc., to provide and manage emergency shelter services for homeless women and families located at 2219-2227 Payne Avenue, Cleveland, in an annual amount of \$1,124,293.00; and

WHEREAS, the primary goals of this project are the same for both the men's and women's population and that is: (a) to provide safe, decent shelter with respect and compassion; (b) to work to reduce the length of stay for persons experiencing homelessness, and (c) to participate in the Central Intake system for utilizing Continuum of Care resources most effectively; and

WHEREAS, the authority to seek proposals was approved by the Contracts and Purchasing Board through Approval No. CPB2012-30 on January 17, 2012; and

WHEREAS, the procurement method for this award recommendation was to conduct an RFP through RQ22383; the total value of the RFP on an annual basis is \$2,779, 213.00; and

WHEREAS, the RQ was closed on 2/01/2012 and there were two (2) bids pulled from OPD and both were submitted for review, which are the two bids that are being recommended for awards in this Resolution; and

WHEREAS, the contractor for each contract is as follows:

Lutheran Metropolitan Ministry
2100 Lakeside Avenue
Cleveland, Ohio 44114
Carol Fredrich, Executive Director
The address of the project is 2100 Lakeside, Council District #7

MHS, Inc.
1744 Payne Avenue
Cleveland, Ohio 44114
Susan Neth, Executive Director
The Shelter's address is 2227 Payne Avenue, Council District #7; and

WHEREAS, the funding for this project is 100% from the County's General Fund Health & Human Services Levy; and

WHEREAS, it is necessary that this Resolution become immediately effective because the project's term began January 1, 2012.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the County Executive is hereby authorized to enter into contracts with the following providers for emergency shelter services for homeless men, women and families for the period 1/1/2012 - 12/31/2012 as follows:

- (A) Lutheran Metropolitan Ministry, to provide and manage emergency shelter services for homeless men located at 2100 Lakeside Avenue, Cleveland, in an annual amount of \$1,654,920.00; and
- (B) MHS, Inc., to provide and manage emergency shelter services for homeless women and families located at 2219-2227 Payne Avenue, Cleveland, in an annual amount of \$1,124,293.00.

SECTION 2. That the County Executive is hereby authorized to execute the contracts and all other documents consistent with said awards and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective because the project's term began January 1, 2012. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective up the signature of the County Executive.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: March 27, 2012
Committee(s) Assigned: Health, Human Services & Aging

Journal CC006
April 10, 2012

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0009

Sponsored by: County Executive FitzGerald/Department of Human Resources on behalf of Human Resource Commission	An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Section 9.01 of the Charter of Cuyahoga County states that the County's human resources policies and systems shall be established by ordinance and shall be administered in such a manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, disability, age or ancestry; and,

WHEREAS, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Human Resource Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and,

WHEREAS, Section 2.10 of the Cuyahoga County Personnel Policies and Procedures Manual (Ordinances No. O2011-0015 and O2011-0028) states that the employment of all classified County employees is subject to the provisions of the Ohio Revised Code, the Ohio Administrative Code, the Cuyahoga County Administrative Rules and the Policies and Procedures Manual; and,

WHEREAS, the Director of Human Resources submitted several proposed changes to the Cuyahoga County Non-Bargaining Classification Plan to the Human Resource Commission; and,

WHEREAS, the Human Resource Commission held several public meetings on this matter and has undergone significant review, evaluation and modification of such submitted changes to the Cuyahoga County Non-Bargaining Classification Plan; and,

WHEREAS, on March 7, 2012, the Human Resource Commission met for their final review of the classification changes (attached hereto as Exhibits A through L), and recommend to County Council the formal adoption and implementation of the attached changes; and,

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County agency.

**NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COUNCIL OF
CUYAHOGA COUNTY, OHIO:**

SECTION 1. That Council hereby adopts the following changes to the Cuyahoga County Non-Bargaining Classification Plan:

Amended Classifications:

From:

- Exhibit A1: Class Title: Accountant
Number: 1055111
Pay Grade: 6
- Exhibit B1: Class Title: Senior Accountant
Number: 1055112
Pay Grade: 8

To:

- Exhibit A2: Class Title: *Accountant 1*
Number: 1055111
Pay Grade: 6
- Exhibit B2: Class Title: *Accountant 2*
Number: 1055112
Pay Grade: 8

New Classifications:

- Exhibit C: Class Title: *Accounting Technician*
Number: 1013213
Pay Grade: 5
- Exhibit D: Class Title: *Appraisal System Administrator*
Number: 1057205
Pay Grade: 16
- Exhibit E: Class Title: *Cashier*
Number: 1013111
Pay Grade: 3
- Exhibit F: Class Title: *Communications Specialist*
Number: 1053424
Pay Grade: 11

- Exhibit G: Class Title: *Development Administrator*
Number: 1055243
Pay Grade: 17
- Exhibit H: Class Title: *Financial Reporting Manager*
Number: 1055115
Pay Grade: 15
- Exhibit I: Class Title: *Fiscal Office Inquiries Assistant*
Number: 1013411
Pay Grade: 4
- Exhibit J: Class Title: *Residential/Agricultural Appraiser Coordinator*
Number: 1057104
Pay Grade: 13
- Exhibit K: Class Title: *Scanning Reviewer*
Number: 1011141
Pay Grade: 1
- Exhibit L: Class Title: *Security Camera Coordinator*
Number: 1024101
Pay Grade: 2

SECTION 2. It is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County agency. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the 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 Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: March 13, 2012
Committee(s) Assigned: Human Resources, Appointments & Equity

Second Reading: March 27, 2012

Journal _____
_____, 2012

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Accountant	Class Number:	1055111
		Pay Grade:	6

Departments:	All departments
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Classification Function

The purpose of this classification is to maintain fiscal control and management operations to ensure compliance with established policies and state and federal regulations.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Maintains fiscal control and management operations to ensure compliance with established policies and state and federal regulations (e.g. - audits contractor invoices submitted for payment against terms on contracts; verifies contract balances; records all fiscal transactions and data entry postings; reviews travel expenses; solves accounting problems; maintains accounting and automated data systems; completes month end closing process, including cost allocation plan, compliance/distribution and corresponding adjustments; monitors and analyzes financial records and reports; makes budget and cost projections; assists in the annual budget process).
- Performs administrative duties (e.g. - processes requisitions, encumbrances, and encumbrance adjustments; purchases and controls office supplies; responds to vendor inquiries; prepares necessary correspondence; prepares, files and distributes various financial reports and records; provides assistance to supervisor).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in accounting with five months of accounting experience, or any equivalent combination of training and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer, typewriter, adding machine, calculator, copier, etc.

Mathematical Ability

- Ability to add, subtract, multiply, divide, use algebra and statistical inference, and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including contracts, invoices, billings, budgets, encumbrances, general ledgers, accounting reports, financial documents, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including federal OMB circulars, fiscal policies and procedures manual, personnel policy manuals, and the Ohio Revised Code.
- Ability to prepare cost allocation reports, various financial reports and records, budgets, encumbrances, accounting reports, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret accounting and computer terminology and language.
- Ability to communicate effectively with supervisors, County Auditor's staff, County Treasurer's staff, vendors, contractors, and state and federal personnel.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Accountant 1	Class Number:	1055111
FLSA:	Non-Exempt	Pay Grade:	6
Dept:	All departments		

Classification Function

The purpose of this classification is to maintain fiscal control and operations to ensure accountability and compliance with established policies and Federal, state and local regulations.

Distinguishing Characteristics

This is an entry level classification with responsibility for performing technical activities in the Accounting Division of the applicable Department. This class works under direction from senior management of the Department, and is responsible for performing timely and accurate accounting of revenues and expenses. The employee works within a framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 10%

• Audits contractor invoices submitted for payment against terms of contracts; verifies contract balances; records all fiscal transactions and data entry postings; reviews travel expenses; solves accounting problems; reviews and prepares billings for construction and engineering projects and submits same for reimbursements; coordinates billings and account receivables; prepares and analyzes capital and operating leases; maintains accounting and automated data systems; completes month end closing process, including cost allocation plan, compliance/distribution and corresponding adjustments; monitors and analyzes financial records and reports; makes budget and cost projections; assists preparing Comprehensive Annual Financial Report (CAFR) reports and schedules; assists in the annual budget process.
- 30% +/- 10%

• Processes requisitions, encumbrances, and encumbrance adjustments; processes purchases and controls office supplies; responds to vendor inquiries; reviews and analyzes input into FAMIS; prepares necessary correspondence; prepares, files and distributes various financial reports and records; provides assistance to supervisor.
- 20% +/- 5%

• Serves as liaison with other County departments and agencies to provide a line of communication with fiscal officers; assists fiscal officers in completing special projects; reviews and organizes FAMIS reports.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in accounting or a related field with five (5) months experience in accounting or a related field; or an equivalent combination of education, training, and experience.

Additional Requirements

No certificates or licenses required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.

Mathematical Ability

- Ability to add, subtracts, multiply, divide and calculate decimals and percentages; to use descriptive statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including invoices, contracts, billings, budget reports, encumbrances, FAMIS reports, accounting reports, financial documents, FAMIS trial reports, cash financial statements, inventory reports, grants and CAFR reports.
- Ability to comprehend a variety of reference books and manuals including the GAAFR, Auditor of State website, Federal Office of Management and Budget circulars, Ohio Revised Code (ORC), County policy handbook, fiscal policies and procedures, related websites and program manuals such as FAMIS, NOVUS and BuySpeed.
- Ability to prepare various financial reports and records, budgets, accounting reports, encumbrances, reconciliation reports, memos, forms, financial statements, correspondence, spreadsheets, and related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, record and deliver information, to explain procedures and to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret accounting and legal terminology and language.
- Ability to communicate with supervisors, vendors, contractors, external governmental employees, external auditors and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Accountant	Class Number:	1055112
		Pay Grade:	8

Departments:	All departments
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Classification Function

The purpose of this classification is to coordinate accounting activities of the department and to function as lead worker over lower level accountants, account clerks and/or external contractors.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Coordinates accounting activities of the department (e.g. - coordinates accounts payable, accounts receivable, appropriation transfers/adjustments, appropriation increases/decreases, cash transfers and adjustments; develops budget using sources and uses; reconciles accounts payable, accounts receivable, and cash accounts; establishes and maintains bank accounts; maintains computer generated systems and reports; monitors and makes site visits to sub-recipients; processes and reviews contractual and legally binding documents; determines and confirms terms for loan repayments; develops internal accounting procedures; implements new policies and procedures).
- Functions as lead worker over lower level accountants, account clerks and/or external contractors (e.g.- assigns work and reviews completed work assignments; provides orientation, training and instruction; responds to problems and issues).
- Performs administrative duties (e.g. - functions as liaison with Office of Budget and Management and auditors; represents department regarding fiscal matters; provides fiscal information to auditors and monitoring staffs; prepares various monthly, quarterly, and annual requests, reports, forms, and plans; represents the fiscal section at staff and team meetings; performs data entry, posting, filing, and file maintenance).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in accounting with two years of accounting experience; or any equivalent combination of training and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer, calculator, typewriter, safe, filing cabinets, etc.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, use algebra, calculate decimals and percentages and apply the principles of algebra and descriptive statistics.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including various checks, money orders, FAMIS documents, vendor invoices, financial documents, time sheets, resolutions, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including federal OMB circulars, fiscal policies and procedures manual, personnel policy manuals, and the Ohio Revised Code.
- Ability to prepare productivity records, FAMIS forms, management plans, schedules, expense adjustments, site monitoring records, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, maintain confidentiality of restricted information, and to follow instructions.
- Ability to use and interpret accounting and computer terminology and language.
- Ability to communicate effectively with managers, supervisors, other County departments, County Auditor's staff, County Treasurer's staff, vendors, contractors, and state and federal personnel.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Accountant 2	Class Number:	1055112
FLSA:	Exempt	Pay Grade:	8
Dept:	All departments		

Classification Function

The purpose of this classification is to maintain fiscal control and operations to ensure accountability and compliance with established policies and Federal, state and local regulations. This class may establish and help set the property tax rates for all political subdivisions in the County.

Distinguishing Characteristics

This is a journey level classification with responsibility for performing technical activities in the Accounting Division of the applicable Department. This class works under direction from senior management of the Department, and is responsible for performing timely and accurate accounting of revenues and expenses. The employee works within a framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 20% +/- 10%

• Coordinates accounting activities of the departmental unit; coordinates accounts payable, accounts receivable, appropriation transfers/adjustments, appropriation increases/decreases, and cash transfers and adjustments; develops budget using sources and uses; reconciles accounts payable, accounts receivable, and cash accounts; establishes and maintains bank accounts; maintains computer generated systems and reports; audits fuel consumption and vehicle/equipment usage; processes and reviews contractual and legally binding documents; determines and confirms terms for loan repayments; recommends internal accounting procedures; implements new policies and procedures.
- 10% +/- 5%

• May function as lead worker over lower level accountants, account clerks and other assigned staff; assigns work and reviews completed work assignments; provides orientation, training and instruction; responds to problems and issues.
- 20% +/- 10%

• Prepares monthly financial reports; audits FAMIS postings; audits and reconciles municipal billing reports; proofreads and audits construction bid packages prior to placement for advertisement; prepares actions for County Council.
- 20% +/- 10%

• Sets tax rates for all political subdivisions in the County; audits tax budgets received from various political subdivisions; issues Certificate of Estimated Resources for political subdivisions; advances real estate property taxes; settles real estate taxes; settles other tax collections with political subdivisions; certifies property tax levies requested by political subdivisions; maintains bond/note system; determines property tax millage limitations; supplies information necessary for Official Statements; supplies information for CAFR schedules.

20% +/- 5%

- Establishes and maintains accounting systems of investment data; maintains and analyses investment activity records and reports related to overnight repos for all broker accounts; keeps track of all securities held by custodial bank and reconciles account activity with County investment portfolio; analyzes monthly statements for all brokers and reconciles account activity to monthly trade investments; calculates, maintains and reviews banking fees; acts as Investment Officer in his/her absence.

10% +/- 5%

- Serves as liaison with other County departments and agencies to provide a line of communication with fiscal officers; assists fiscal officers in completing special projects; reviews and organizes FAMIS reports; answers calls from taxpayers; responds to mail information requests.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in accounting or a related field with two (2) years experience in accounting or a related field; or an equivalent combination of education, training, and experience.

Additional Requirements

No certificates or licenses required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.

Mathematical Ability

- Ability to add, subtracts, multiply, divide and calculate decimals and percentages; to use descriptive statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including invoices, contracts, billings, budget reports, encumbrances, FAMIS reports, BRASS budget reports, tax budgets, Department of Tax Equalization forms, accounting reports, financial documents, FAMIS trial reports, cash

financial statements, inventory reports, bank websites, investment maturity list, grants and CAFR reports.

- Ability to comprehend a variety of reference books and manuals including the GAAFR, Auditor of State website, Federal Office of Management and Budget circulars, Ohio Revised Code (ORC), County policy handbook, fiscal policies and procedures, FEMA manuals, related websites and program manuals such as FAMIS, NOVUS and BuySpeed.
- Ability to prepare various financial reports and records, budgets, accounting reports, encumbrances, reconciliation reports, memos, forms, financial statements, tax settlements, Certificate of Estimated Resources, fuel/vehicle usage reports, CD Bank reconciliations, correspondence, spreadsheets, and related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, record and deliver information, to explain procedures and to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret accounting and legal terminology and language.
- Ability to communicate with supervisors, vendors, bank officials, contractors, external governmental employees, external auditors and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Accounting Technician	Class Number:	1013213
FLSA:	Non - Exempt	Pay Grade:	5
Dept:	Fiscal Office - Auditor		

Classification Function

The purpose of this classification is to audit accounts payable vouchers, balance revenue receipts, re-issue or cancel warrants and prepares adjusting journal entries.

Distinguishing Characteristics

This is an advance journey-level clerical classification with responsibility for performing activities in the Accounts Payable unit of the Fiscal Office – Auditor. This class works under general supervision from the Accounts Payable manager, and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of well defined regulations, policies, and procedures. This class is distinguished from the Account Clerk classifications by the complexity of the work and by the experience required.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 20% +/- 10%
- Performs a variety of clerical and technical accounting duties in the preparation, keying in, maintaining, balancing, processing, and issuance of records of accounting and financial transactions; verifies accounting entries to ensure accuracy; distributes FAMIS reports; receive checks; verifies check numbers and dates; distributes checks as appropriate; prepares journal entries to cancel checks issued in error; reissues lost checks.
- 20% +/- 10%
- Processes, code enters, and various numerical or financial data; keys a variety of vouchers and audits for payment; distributes reports; checks for accuracy.
- 20% +/- 10%
- Totals and balances all direct deposits; balances revenues to FAMIS; enters tax deposits from the Budget Commission; monitors tax deposits and distributes receipt reports; ensures appropriate signatures; maintains files of reports.
- 20% +/- 10%
- Maintains the necessary accounting records and files to support processed transactions; provides technical support to assigned accounting clerical personnel, and provides back-up as necessary; researches and compiles basic technical information related to area of assignment.
- 20% +/- 10%
- Respond to questions from operating departments, vendors, agencies, employees, and the public regarding area of assignment; performs special projects and studies; collects and compile statistical and financial data for special reports

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma supplemented with business vocational training with three (3) years experience in bookkeeping or clerical accounting; or an equivalent combination of education, training, and experience.

Additional Requirements

No licenses or corticated required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including reports generated by the computer system, vouchers, tax settlement vouchers, financial statements, and revenue receipts.
- Ability to comprehend a variety of reference books and manuals including computer software manual and policies and procedure manuals.
- Ability to prepare vouchers, reports, journal entries and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret accounting terminology and language.
- Ability to communicate with vendors, co-workers, supervisors, and employees and managers of other departments.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Appraisal System Administrator	Class Number:	1057205
FLSA:	Exempt	Pay Grade:	16
Dept:	Fiscal Officer		

Classification Function

The purpose of this classification is to provide residential property valuations for annual maintenance, reappraisals, triennial updates, reports and tentative abstracts; to develop and maintain databases and software related to appraisal operations; to coordinate workflow between Real Property and Appraisal to produce a final abstract.

Distinguishing Characteristics

This is a professional, program coordinator classification with responsibility for performing activities under direction in the County Fiscal Office. This class develops and provides information used throughout the Appraisal Division and is responsible for performing duties in a timely and accurate manner. The employee works within a broad framework of regulations, policies, and procedures.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Provides all residential valuation models, costs and comparable sales data for reappraisals; develops plans and timelines for reappraisals; coordinates the workflow for residential annual maintenance. 30% +/- 5%
- Works with the computer assisted mass appraisal systems (CAMA) and other computer systems; integrates transfers between real property and CAMA; rolls over the CAMA database into the new year; integrates values into CAMA; develops residential land rates and maintains the database; executes batch updating and major database transactions of primary appraisal systems; extracts, transforms and loads data from real property system, CAMA, and all primary sub-systems into a centralized data warehouse; scrubs the CAMA database and performs troubleshooting. 40% +/- 5%
- Produces a variety of periodic and ad hoc reports and abstracts; creates and rolls over certified valuations; extracts data for value change notices; develops residential land rates and maintains database tables. 20% +/- 5%
- Coordinates the workflow of the residential valuation team. 10% +/- 0%

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in finance, business administration, computer science or a related field with six (6) years previous experience in real estate appraisal, computer database systems and/or finance; or an equivalent combination of education, training, and experience.

Additional Requirements

Real Estate Appraiser certification is desirable, but not required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; calculate and use college level algebra and descriptive statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including a variety of applications, real estate transfers, building permits, emails, memos, databases, and correspondence.
- Ability to comprehend a variety of reference books and manuals including computer manuals, the Ohio Revised Code (ORC), tax appeals, plat maps, maps, International Association of Assessing Officers (IAAO) publications, and procedures and policy manuals.
- Ability to prepare appraisals, valuations, reports, databases, models, transfers, accounting, abstracts and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret programming and real property appraisal terminology and language.
- Ability to communicate with taxpayers, co-workers, supervisors, other County employees, employees from other agencies, boards, committees.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Cashier	Class Number:	1013111
FLSA:	Non - Exempt	Pay Grade:	3
Dept:	Fiscal Officer		

Classification Function

The purpose of this classification is to perform cashiering duties including collecting payments, cashing vouchers and warrants, balancing cash drawer, and maintaining daily records; and to provide general information and assistance to staff and the public.

Distinguishing Characteristics

This is an entry/journey level, clerical classification. Employees at this level are expected to become fully aware of operating procedures and policies of the work unit. The incumbents receive immediate supervision progressing to general supervision as experience is gained. This class works under a well-defined framework of policies and procedures.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Acts as a cashier; receives and processes various fees and charges including property and other taxes, public transit ticket payments, child support payments, vendor license payments; processes payments and enters information into the appropriate computer system making changes as necessary; processes tax payments, non sufficient funds, escrow, real estate and credit card payments.
- 20% +/- 10%
- Cashes vouchers and warrants; verifies amounts; provides correct change; balances the drawer daily with supporting documentation.
- 20% +/- 10%
- Sends invoices for Non Sufficient Fund (NSF) items.
- 10% +/- 10%
- Maintains records including daily records of transactions; checks and tabulates records, balances, and funds received; prepares routine reports and distributes reports to appropriate departments or divisions.
- 20% +/- 10%
- Performs a wide variety of routine clerical work including sorting, filing, copying, billing, verifying, recording information on records and sending delinquent notices when necessary.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma GED with six (6) months previous experience including public contact and cashiering, or an equivalent combination of education, training, and experience.

Additional Requirements

No licenses or certificates required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including warrants, vouchers, payment slips, one stop payments and bills.
- Ability to comprehend a variety of reference books and manuals including policies and procedure manuals and bookkeeping manuals.
- Ability to prepare vouchers, data entry, clerk of court reports, non sufficient funds reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret bookkeeping terminology and language.
- Ability to communicate with vendors, the public, co-workers, supervisors, and employees of other departments.

Cashier

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Communications Specialist	Class Number:	1053424
FLSA:	Exempt	Pay Grade:	11
Dept:	Communications Department, only		

Classification Function

The purpose of this classification is to assist the Department Director in the management and delivery of internal and external communications for all Cuyahoga County departments to standardize process and create a unified department.

Distinguishing Characteristics

This is a journey level classification with responsibility for creating, designing and delivering public relations, marketing and informational materials. Employees at this level are expected to become fully aware of operating procedures and policies of the assigned work unit. The incumbents receive immediate supervision progressing to general supervision as experience is gained. This class works under a well-defined framework of policies and procedures. As opposed to being assigned to specific Departments, this employee is required to understand all Departments under the County Executive to best serve them as a whole.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Assists the Communications Director in the development of communication materials including brochures, reports and correspondence for internal and external customers of Cuyahoga County; responsible for writing newsletters, employee communications, speeches and news releases; produces work in print, on websites and the County intranet.
- 20% +/- 10%
- Oversees the writing, editing, updating, and placement of content on the County website and intranet; ensures content meets the requirements of the County Executive.
- 20% +/- 10%
- Proposes, oversees and develops strategies to enhance the County's public image including establishing relationships with members of the media, offers stories to publications and monitors media coverage; implements outreach programs and projects.
- 20% +/- 10%
- Responds to or reviews requests for information from other agencies, the general public and news media for information about department programs; may deliver speeches and give presentations regarding different County programs and initiatives.
- 10% +/- 10%
- Plans and coordinates press conferences, media launches, and special events; serves as a resource liaison at various meetings and functions.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in public relations, communications or related field with three years of public relations experience; or any equivalent combination of training and experience.

Additional Requirements

No licenses or certificates required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers, fax machines, and telephone.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Requires excellent written and superior verbal communication skills.
- Ability to comprehend a variety of informational documents including contract payments, escrow payments, forms and applications.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, Ohio Administrative Code, Federal Register, legal journals.
- Ability to prepare speeches, outreach programs, legislative analysis, rules/clearance responses, policy statements, consumer satisfaction surveys and reports, summary appeals, findings of fact and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to analyze and strategize to influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret legal, public relations, media and marketing terminology and language.
- Ability to communicate with the media, advocacy groups, customers, lawyers, judges, referees, directors, managers, support staff, legislators and elected officials.

Environmental Adaptability

- Work is typically performed in an office environment and throughout county departments.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Development Administrator	Class Number:	1055243
FLSA:	Exempt	Pay Grade:	17
Dept:	Development, only		

Classification Function

The purpose of this classification is to plan, organize, manage and administer a departmental division including economic development, community development or regulation and compliance. This classification supervises subordinate staff.

Distinguishing Characteristics

This is a senior management classification with responsibility for planning, directing and controlling a division of the Development Department responsible for either economic development, community development, or regulation and compliance. This class works under administrative direction from the Development Department's Deputy Director, and work requires the analysis and solution of operational, technical, administrative and management problems related to economic development, community development or compliance and regulation. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%
- Manages and administers a departmental division including economic development, community development or regulation and compliance; responsible for economic and community development opportunities; manages projects and programs including research, design and development, and reporting; analyzes financial aspects of projects, underwrites and determines collateral value; forecasts resource requirements and monitors usage and compliance of various funding streams; manages and monitors existing projects, related portfolios and compliance; manages deal structuring, negotiations and closing; administers development financing programs; monitors regulatory compliance; coordinates actions with issuance of bonds, bond counsel and related impacts of using bonds as a funding source in project planning; meets with director to coordinate and develop division goals, direction, activities and policies.
- 20% +/- 10%
- Analyzes and evaluates existing operations, systems, policies and procedures; develops systems, operations, options and alternatives; determines impact of changes.
- 15% +/- 5%
- Supervises subordinate staff; assigns work and reviews completed work; provides job training and instruction; evaluates employee performance; recommends selection, promotion, and discipline; reviews and approves employee leave requests.
- 15% +/- 5%
- Represents County at various meetings and conferences; provides technical assistance and support to boards and commissions regarding community and economic development issues; attends meetings and seminars to make presentations regarding community and economic development programs.

10% +/- 5%

- Performs related administrative duties; prepares legislation for County Council and committees; prepares correspondence to communities, businesses and other organizations regarding community and economic development issues; prepares reports, grant proposals and applications; and/or provides input on various reports for local, state and federal program requirements; maintains necessary files and records.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in business administration, finance or a related field with six (6) years of experience with community and economic development programs; or any equivalent combination of training and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtracts, multiply, divide and calculate decimals and percentages; to use descriptive statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including tax statements, financial statements, financial projections, credit reports, appraisals and studies, architectural drawings, invoices, correspondence and other reports and records.

- Ability to comprehend a variety of reference books and manuals including financial analysis handbooks, accounting principles, neighborhood stabilization programs, bond programs, census data, construction methods books, CDBG regulations, the Ohio Revised Code and the Federal Register.
- Ability to prepare loan analysis, annual loan summary, loan portfolio reports, GPR documentation, tax abatement reports, compliance reports, legislation, correspondence, project descriptions and other related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage, supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret legal, accounting, financial analysis and marketing terminology and language.
- Ability to communicate with staff, Director, elected officials, municipal employees, attorneys, real estate brokers, planners, bankers, accountants, lobbyists and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Financial Reporting Manager	Class Number:	1055115
FLSA:	Exempt	Pay Grade:	15
Dept:	Fiscal Office - Auditor		

Classification Function

The purpose of this classification is to manage and control the Financial Reporting staff of the Fiscal Office for preparation of the Comprehensive Annual Financial Report (CAFR), Federal Single Audit Report, maintain Financial Accounting Management Information Systems (FAMIS) and other reporting needs.

Distinguishing Characteristics

This is a management classification with responsibility for managing and controlling the financial reporting functions of the Fiscal Office directly and through one subordinate supervisor. This class works under administrative direction from the Director of Accounting, and requires the analysis and solution of operational, technical, administrative and management problems related to financial accounting and reporting and related areas. The incumbent exercises discretion in applying policies and procedures to resolve financial reporting issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 60% +/- 10%
- Manages, prepares and reviews the preparation of the County's CAFR; manages and responsible for updating and rollup of the Excel spreadsheets that produce the CAFR; manages and coordinates the County's audit and assists with the preparation and review of the Schedule of Expenditures of Federal Awards; reviews work papers of staff for CAFR and reviews new Government Accounting Standards and implements new standards; reviews and assists in preparing contents for the County's Popular Annual Financial Report (PAFR); monitors the addition of new grants and capital projects.
- 10% +/- 5%
- Supervises the Financial Reporting staff directly and through one supervisor; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale.
- 20% +/- 10%
- Maintains FAMIS; manages system upgrades; establishes policies and procedures for Countywide processing; reviews appropriateness of all journal entries, budget adjustments, subfunds and implements organizational changes; establishes balancing methods to locate errors in closing funds; supervises closing of expired grants and capital projects.
- 10% +/- 5%
- Assists with Budget Reporting & Analysis Support System; assists in review of the performance audit; assists with evaluating Requests for Proposals.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in business, accounting, financial management or a related field with six (6) years previous experience in accounting or financial management; or an equivalent combination of education, training, and experience.

Additional Requirements

License as a Certified Public Accountant in Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and algebraic calculations involving variables, formulas, ratio and proportion variables; to use a calculator to balance financial data using basic functions.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including accounting reports, spreadsheets, financial statements, budgets, fixed asset reports, flow charts, invoices, investment reports and payroll reports.
- Ability to comprehend a variety of reference books and manuals including departmental and County policy manual, Government Accounting Standards Board, Government Accepted Auditing Standards, computer operation manuals, accounting manuals, and the Ohio Revised Code (ORC).

- Ability to prepare CAFR, PAFR, GAAFR Checklist, Schedule of Expenditures of Federal Awards, memos, policies, performance appraisals, disciplinary reports, spreadsheets, financial statements, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret accounting and financial analysis terminology and language.
- Ability to communicate with staff, consultants, external auditors, employees from other departments, departmental employees and administrators, and elected officials.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Fiscal Office Inquiries Assistant	Class Number:	1013411
FLSA:	Non - Exempt	Pay Grade:	4
Dept:	Fiscal Office Auditor's Office		

Classification Function

The purpose of this classification is to provide information and assistance to the general public in person, on the telephone and by mail; to establish contractual payment agreements for delinquent taxpayers.

Distinguishing Characteristics

This is an entry/journey level, clerical classification. Employees at this level are expected to become fully aware of operating procedures and policies of the work unit. The incumbents receive immediate supervision progressing to general supervision as experience is gained. This class works under a well-defined framework of policies and procedures.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Staffs a front desk in the Taxpayer Services unit in the Cuyahoga County Fiscal Office; receives the general public; responds to inquiries and requests regarding taxes; provides assistance in resolving tax problems; explains penalties, interest and payment schedules; explains tax bill calculations and calculates tax penalties, interest and tax rates; reviews lists of contractual or revised tax accounts; contacts taxpayers by phone and by mail regarding payments; responds to telephone inquiries; refers the public to other agencies, as needed.
- 30% +/- 10%
- Responds to questions regarding foreclosure and to court and sheriff costs; assists the Prosecutor's Office with calculating sheriff costs and to recover court costs and fees; researches property ownership.
- 20% +/- 10%
- Calculates, checks, totals, and processes pre-pay monthly program; explains the program and enrolls taxpayers; assists taxpayers in applying for the Tax Escrow Account Management Program (T.E.A.M.) that allows property owners to pay their property taxes in monthly installments to avoid large tax bills twice a year; determines whether applicants qualify; determines monthly payments and processes applications; verifies bank account numbers; receives and processes pre-payments; returns rejected applications with explanation.
- 20% +/- 10%
- Performs a wide variety of related clerical work including sorting, filing, copying, verifying, mailing and recording information.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or GED with and two (2) years of experience including public contact; or an equivalent combination of education, training, and experience.

Fiscal Office Inquiries Assistant

Additional Requirements

No licenses or certificates required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including contract payments, escrow payments, forms and applications.
- Ability to comprehend a variety of reference books and manuals including policies and procedure manuals, treasurer reference manual, and tax rates and levies passed.
- Ability to prepare escrow and tax bill statements, delinquent tax contract, payment plans and contracts, tax bills, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret tax terminology and language.
- Ability to communicate with the public, co-workers, supervisors, and employees of other departments.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Residential/Agricultural Appraiser Coordinator	Class Number:	1057104
FLSA:	Exempt	Pay Grade:	13
Dept:	Fiscal Officer		

Classification Function

The purpose of this classification is to supervise, coordinate, and participate in residential, condominium, and agricultural property annual maintenance and valuation appraisal for tax purposes.

Distinguishing Characteristics

This is a first-line supervisor level classification with responsibility for supervising, coordinating and performing technical activities in the Real Estate Appraisal division of the County Fiscal Officer. This class works under direction and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of established regulations, policies, and procedures. This class is distinguished from the Senior Residential/Agricultural Appraiser class in that the former supervises the latter employees and performs the more complex appraisals and handles more difficult citizen complaints related to appraisals.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 5%
- Dispatches appraisers and field staff to places of work; supervises staff in performance of annual maintenance for a variety of properties including new condominium and conversion data collection, neighborhood maintenance, sales verification, parcel accounting, quality control, sub-register splits and consolidations, and new construction; plans, coordinates, assigns and reviews work; evaluates training needs and organizes or provides instruction; conducts staff meetings; verifies time and mileage sheets; establishes and promotes employee morale; acts on employee problems; performs time studies.
- 20% +/- 5%
- Determines the value of residential property in the County; researches property information and performs field inspections of new construction and major improvements to existing structures for value determination; handles petitions to change values.
- 30% +/- 5%
- Oversees and participates in the appraisal of agricultural properties and residential properties; completes parcel accounting of any errors or omissions of value or characteristics on residential properties; develops forms and information sheets; maintains schedules of deadlines and activities and develops new data and valuations during update and re-appraisal years.
- 20% +/- 5%
- Communicates with builders, sales office staff, condominium associations, building departments, taxpayers, realty offices and internet realty sites; provides information, answers questions and resolves complaints by phone, mails and the internet; regarding property characteristics and value; reports progress and production to managers; attends meetings with supervisors and managers of other divisions.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in finance, economics, business or a related field with five (5) years previous experience in real estate, appraisal, construction, property valuation, finance; or an equivalent combination of education, training, and experience.

Additional Requirements

Real Estate Appraiser certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; calculate and use descriptive statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including production sheets, mileage sheets, property inspections, tax bills, certificates, lists, and letters.
- Ability to comprehend a variety of reference books and manuals including computer manuals, new construction manual, the Ohio Revised Code (ORC), tax appeals, plat maps, zoning maps, tax rate book, appraisal manual, procedures, and policy manual.
- Ability to prepare weekly production report, planned production report, sales verification, appraisals, training manuals, reports, forms, lists, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Residential/Agricultural Appraisal Coordinator

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret legal and real property appraisal terminology and language.
- Ability to communicate with taxpayers, data collectors, co-workers, supervisors, other County employees, employees from other agencies, builders, property owners and property managers, and attorneys.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Scanning Reviewer	Class Number:	1011141
FLSA:	Non - Exempt	Pay Grade:	1
Dept:	Fiscal Office - Recorder		

Classification Function

The purpose of this classification is to review and input previously scanned documents within the Fiscal Office's imaging system.

Distinguishing Characteristics

This is an entry level clerical classification with responsibility for performing activities in the Records Management unit of the Fiscal Office. This class works under direct supervision from the unit manager, and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of well defined regulations, policies, and procedures.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Preps the documents by cropping, cleaning, rotating and straightening the images; searches and edits documents for missing pages, page numbers and volume numbers; ensures documents are numbered sequentially. 80% +/- 10%
- Locates specific documents on CD ROM that are missing in computer system; copies missing documents into computer system. 10% +/- 10%
- Searches microfilm for errors, mistakes or missing documents that were not scanned. 10% +/- 5%

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma with six (6) months experience in general clerical work, or an equivalent combination of education, training, and experience.

Additional Requirements

No licenses or certifications required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers, scanners, and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including deeds, mortgages, land contract, plat maps, reports and images.
- Ability to comprehend a variety of reference books and manuals including Kodak processing manual and policies and procedure manuals.
- Ability to prepare documents, reports and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret general office and administrative terminology and language.
- Ability to communicate with vendors, co-workers, supervisors, and employees of other departments.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Security Camera Coordinator	Class Number:	1024101
FLSA:	Non - Exempt	Pay Grade:	2
Dept:	Fiscal Office - Recorder		

Classification Function

The purpose of this classification is to monitor security cameras to oversee the security of office documents and employees.

Distinguishing Characteristics

This is an entry/journey level, technical classification with responsibility for acting as a member of a survey crew. This classification works under a framework of well-defined procedures and regulations. The incumbent performs assignments designed to develop technical work knowledge and abilities pertaining to the operation of all types of surveying instruments. Limited exercise of judgment is required on details of work and making preliminary selections and adaptations of surveying alternatives.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Monitors DVR cameras of all areas of the office; initiates calls proper authority regarding emergency situations; works with County Security and detectives concerning safety and security issues; checks wave system daily. 75% +/- 15%
- Interacts with customers; provides information as needed. 10% +/- 5%
- Serves as safety and evacuation coordinator; addresses employee safety or security issues; coordinates lockdown procedures with employees; installs access code for front office. 10 +/- 5%
- Conducts yearly inventory; tags equipment for inventory. 5% +/- 5%

Experience Required to Perform Essential Job Functions

High school diploma or GED with two (2) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

No required licenses.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

Security Camera Coordinator

- Ability to operate a variety of office equipment including computers and security monitoring equipment.

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, and division.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including confidentiality sheets, schedules and inventory documentation.
- Ability to comprehend a variety of reference books and manuals including departmental and County policy manual, reference manuals and standards.
- Ability to prepare inventory report, memos and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret general office and security equipment related terminology and language including survey nomenclature, symbols and adjustments.
- Ability to communicate with supervisor, co-workers, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment and in the field.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Residential/Agricultural Appraiser Coordinator	Class Number:	1057104
FLSA:	Exempt	Pay Grade:	13
Dept:	Fiscal Officer		

Classification Function

The purpose of this classification is to supervise, coordinate, and participate in residential, condominium, and agricultural property annual maintenance and valuation appraisal for tax purposes.

Distinguishing Characteristics

This is a first-line supervisor level classification with responsibility for supervising, coordinating and performing technical activities in the Real Estate Appraisal division of the County Fiscal Officer. This class works under direction and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of established regulations, policies, and procedures. This class is distinguished from the Senior Residential/Agricultural Appraiser class in that the former supervises the latter employees and performs the more complex appraisals and handles more difficult citizen complaints related to appraisals.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 5%
- Dispatches appraisers and field staff to places of work; supervises staff in performance of annual maintenance for a variety of properties including new condominium and conversion data collection, neighborhood maintenance, sales verification, parcel accounting, quality control, sub-register splits and consolidations, and new construction; plans, coordinates, assigns and reviews work; evaluates training needs and organizes or provides instruction; conducts staff meetings; verifies time and mileage sheets; establishes and promotes employee morale; acts on employee problems; performs time studies.
- 20% +/- 5%
- Determines the value of residential property in the County; researches property information and performs field inspections of new construction and major improvements to existing structures for value determination; handles petitions to change values.
- 30% +/- 5%
- Oversees and participates in the appraisal of agricultural properties and residential properties; completes parcel accounting of any errors or omissions of value or characteristics on residential properties; develops forms and information sheets; maintains schedules of deadlines and activities and develops new data and valuations during update and re-appraisal years.
- 20% +/- 5%
- Communicates with builders, sales office staff, condominium associations, building departments, taxpayers, realty offices and internet realty sites; provides information, answers questions and resolves complaints by phone, mails and the internet; regarding property characteristics and value; reports progress and production to managers; attends meetings with supervisors and managers of other divisions.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in finance, economics, business or a related field with five (5) years previous experience in real estate, appraisal, construction, property valuation, finance; or an equivalent combination of education, training, and experience.

Additional Requirements

Real Estate Appraiser certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; calculate and use descriptive statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including production sheets, mileage sheets, property inspections, tax bills, certificates, lists, and letters.
- Ability to comprehend a variety of reference books and manuals including computer manuals, new construction manual, the Ohio Revised Code (ORC), tax appeals, plat maps, zoning maps, tax rate book, appraisal manual, procedures, and policy manual.
- Ability to prepare weekly production report, planned production report, sales verification, appraisals, training manuals, reports, forms, lists, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Residential/Agricultural Appraisal Coordinator

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret legal and real property appraisal terminology and language.
- Ability to communicate with taxpayers, data collectors, co-workers, supervisors, other County employees, employees from other agencies, builders, property owners and property managers, and attorneys.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.