



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, AUGUST 7, 2018
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
3:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT**
- 6. APPROVAL OF MINUTES**
 - a) July 24, 2018 Committee of the Whole Meeting (See Page 9)
 - b) July 24, 2018 Regular Meeting (See Page 12)
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
 - a) **COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES**
 - 1) R2018-0154: A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and

declaring the necessity that this Resolution become immediately effective. (See Page 29)

Sponsors: Councilmember Brown on behalf of Cuyahoga County Personnel Review Commission

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

b) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR THIRD READING ADOPTION

- 1) R2018-0132: A Resolution authorizing a Community Development Fund grant in the amount of \$1,100,000.00 to City of Rocky River for the benefit of the Bradstreet's Landing Park Fishing Pier Reconstruction Project, located at 22400 Lake Road in the City of Rocky River; authorizing County Council Staff to prepare all documents to effectuate said grant; authorizing the County Executive to execute all documents consistent with said grant and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 67)

Sponsors: Councilmembers Baker, Brady, Miller and Gallagher

10. LEGISLATION INTRODUCED BY EXECUTIVE

a) CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

- 1) R2018-0165: A Resolution amending the 2018/2019 Biennial Operating Budget for 2018 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; amending Resolution Nos. R2018-0068 dated 3/27/2018 and R2018-0133 dated 6/26/2018 to reconcile appropriations for 2018; and declaring the necessity that this Resolution become immediately effective. (See Page 70)

Sponsor: County Executive Budish/Fiscal Officer/Office of Budget and Management

b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2018-0166: A Resolution making an award on RQ42329 to Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$526,188.17 for administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma for the period 4/1/2018 - 9/30/2019; 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. (See Page 83)

Sponsor: County Executive Budish/Department of Development

- 2) R2018-0167: A Resolution authorizing a contract with Passages Connecting Fathers and Sons, Inc. in the amount not-to-exceed \$860,707.39 for implementation of the Cognitive Behavioral Interventions for Offenders Seeking Employment Program for the period 4/1/2018 - 6/30/2019; 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. (See Page 91)

Sponsors: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Corrections Planning Board

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

- 1) R2018-0146: A Resolution authorizing an amendment to Contract No. CE1500334-01 with Union Eye Care, Inc. for vision insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$80,000.00; 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. (See Page 94)

Sponsor: County Executive Budish/Department of Human Resources

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

- 2) R2018-0147: A Resolution authorizing an amendment to Contract No. CE1500335-01 with Vision Service Plan for vision insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$635,000.00; 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. (See Page 96)

Sponsor: County Executive Budish/Department of Human Resources

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

- 3) R2018-0148: A Resolution authorizing an amendment to Contract No. CE1500337-01 with The Guardian Life Insurance Company of America for dental insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$3,100,000.00; 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. (See Page 98)

Sponsor: County Executive Budish/Department of Human Resources

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

- 4) R2018-0149: A Resolution authorizing an amendment to Contract No. CE1500350-01 with The Guardian Life Insurance Company of America for group life, voluntary life and accidental death insurance for County employees for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$1,820,000.00; 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. (See Page 100)

Sponsor: County Executive Budish/Department of Human Resources

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

- 5) R2018-0157: A Resolution fixing the 2019 water, storm and sanitary sewer maintenance and/or sewerage treatment rates for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective. (See Page 102)

Sponsor: County Executive Budish/Department of Public Works

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

- 6) R2018-0158: A Resolution approving and confirming the 2019 water, storm and sanitary sewer maintenance and/or sewerage treatment assessments for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective. (See Page 107)

Sponsor: County Executive Budish/Department of Public Works

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

- 7) R2018-0159: A Resolution making an award on RQ42014 to Schindler Elevator Corporation in the amount not-to-exceed \$1,900,000.00 for elevator maintenance and repair services for various County facilities for the period 9/1/2018 - 8/31/2021; 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. (See Page 110)

Sponsor: County Executive Budish/Department of Public Works

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

- 8) R2018-0160: A Resolution making an award on RQ42799 to Schirmer Construction, LLC in the amount not-to-exceed \$1,239,932.45 for replacement of Stone Road Bridge No. 00.98 over Hemlock Creek in the City of Independence; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in said amount to fund said contract; and declaring the necessity that this Resolution become immediately effective. (See Page 112)

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

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

- 9) R2018-0161: A Resolution authorizing amendments to agreements with various political subdivisions for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2017 - 12/31/2017 to extend the time period to 12/31/2018; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 115)
- i) Cuyahoga County District Board of Health
 - ii) Cuyahoga County Convention Facilities Development Corporation
 - iii) Cuyahoga County Land Reutilization Corporation
 - iv) Southeast Emergency Communications Center
 - v) Village of Highland Hills
 - vi) Village of Mayfield
 - vii) Village of Walton Hills

Sponsor: County Executive Budish/Department of Human Resources

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

- 10) R2018-0162: A Resolution authorizing a revenue generating agreement with Case Western Reserve University, as Fiscal Agent for First Year Cleveland, in the amount not-to-exceed \$774,940.00 for expansion of the MomsFirst Program in connection with the Invest in Children Program for the period 1/1/2018 - 6/30/2019; 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. (See Page 118)

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

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

d) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2018-0151: A Resolution authorizing a state term contract with Woolpert, Inc. in the amount not-to-exceed \$769,408.00 for Digital Oblique Photography Mapping in connection with the Ohio Statewide Imagery Program for the period 9/1/2018 - 12/31/2022; 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. (See Page 121)

Sponsor: County Executive Budish/Department of Information Technology and Fiscal Officer

- 2) R2018-0152: A Resolution making an award on RQ42513 to Americab Transportation, Inc. in the amount not-to-exceed \$8,000,000.00 for Medicaid non-emergency transportation services for the period 9/1/2018 - 8/31/2020; 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. (See Page 124)

Sponsor: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

11. MISCELLANEOUS COMMITTEE REPORTS

12. MISCELLANEOUS BUSINESS

13. ADJOURNMENT

NEXT MEETINGS

COMMITTEE OF THE WHOLE:

WEDNESDAY, SEPTEMBER 12, 2018
TBD / COUNCIL CHAMBERS

REGULAR MEETING:

WEDNESDAY, SEPTEMBER 12, 2018
5:00 PM / COUNCIL CHAMBERS

**Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

***Council Chambers is equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*



MINUTES

CUYAHOGA COUNTY COMMITTEE OF THE WHOLE MEETING
TUESDAY, JULY 24, 2018
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

1. CALL TO ORDER

Council President Brady called the meeting to order at 1:08 p.m.

2. ROLL CALL

Council President Brady asked Clerk Schmotzer to call the roll. Councilmembers Baker, Miller, Tuma, Gallagher, Schron, Conwell, Jones, Houser and Brady were in attendance and a quorum was determined. Councilmember Brown entered the meeting after the roll-call was taken. [Clerk's note: Councilmember Simon was in attendance shortly after the roll-call was taken to move to Executive Session.]

3. PUBLIC COMMENT

The following citizens addressed Council regarding Ordinance No. O2018-0009, an Ordinance enacting Chapter 206.13: Commission on Human Rights and Title 15: Anti-Discrimination to ensure equal opportunity and treatment for all citizens of Cuyahoga County:

- a) **Mr. Robert Chaloupka**
- b) **Ms. Gwen Stenbridge**
- c) **Ms. Loh**

4. ITEM REFERRED TO COMMITTEE:

- a) O2018-0009: An Ordinance enacting Chapter 206.13: Commission on Human Rights and Title 15: Anti-Discrimination to ensure equal opportunity and treatment for all citizens of Cuyahoga County.

Mr. Michael King, Special Counsel; Ms. Awatef Assad, Assistant Law Director; Ms. Gwen Stembridge, Northeast Ohio Coordinator for Equality Ohio; and Ms. Kris Keniray, Associate Director for the Fair Housing Center for Rights and Research, addressed Council regarding a proposed substitute to Ordinance No. O2018-0009. Discussion ensued.

Councilmembers asked questions of Mr. King, Ms. Assad, Ms. Stembridge and Ms. Keniray pertaining to the item, which they answered accordingly.

A motion was then made by Mr. Brady, seconded by Mr. Miller and approved by unanimous vote to accept the proposed substitute.

Mr. Miller introduced a proposed amendment to Ordinance No. O2018-0009 (found on Page 57 of the Committee of the Whole agenda packet). Discussion ensued.

A motion was then made by Mr. Miller and seconded by Ms. Conwell to accept the proposed amendment; however, after further discussion, the motions were subsequently withdrawn.

Ms. Baker introduced a proposed amendment to Ordinance No. O2018-0009. Discussion ensued. A motion was then made by Ms. Baker and seconded by Mr. Schron to amend paragraph (M) of Section 1501.01: Definitions to read as follows:

(M) "Employer" means any person who employs twelve (12) or more full time equivalent persons with the County of Cuyahoga.

The motion failed by a roll-call vote of 3 yeas and 7 nays with Councilmembers Baker, Gallagher and Schron voting in the affirmative and Councilmembers Miller, Tuma, Conwell, Jones, Brown, Houser and Brady casting dissenting votes.

On a motion by Mr. Miller with a second by Ms. Brown, Ordinance No. O2018-0009 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for second reading, as originally substituted.

5. DISCUSSION / EXECUTIVE SESSION:

- a) Collective bargaining matters, including:
 - 1) a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 111 employees in 13 classifications in the Department of Public Works/Division of Maintenance for the period 1/1/2018 - 12/31/2020.
- b) Pending litigation.

A motion was made by Mr. Gallagher, seconded by Mr. Schron and approved by unanimous roll-call vote to move to Executive Session for the purposes of discussing collective bargaining matters and pending litigation and for no other purpose whatsoever. Executive Session was then called to order by Council President Brady at 2:25 p.m. The following Councilmembers were present: Baker, Miller, Tuma, Gallagher, Schron, Conwell, Jones, Brown, Houser and Brady. Councilmember Simon was in attendance shortly after the roll-call was taken to move to Executive Session. The following additional attendees were present: Director of Law Robert Triozzi; Deputy Chief Director Nora Hurley; Mr. Michael Dever, Director of the Department of Public Works; The Honorable Kristen Sweeney, Administrative Judge for Juvenile Court; Ms. Terease Neff, Administrator for Juvenile Court; Civil Division Chief David Lambert, Mr. Charles Hannan, Litigation Manager; Chief of Staff Joseph Nanni and Special Counsel Michael King.

At 3:12 p.m., Executive Session was adjourned without objection and Council President Brady then reconvened the meeting.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

With no further business to discuss, Council President Brady adjourned the meeting at 3:13 p.m., without objection.



MINUTES

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, JULY 24, 2018
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
3:00 PM**

1. CALL TO ORDER

Council President Brady called the meeting to order at 3:28 p.m.

2. ROLL CALL

Council President Brady asked Clerk Schmotzer to call the roll. Councilmembers Miller, Tuma, Gallagher, Schron, Conwell, Brown, Houser, Baker, Brady, Jones and Simon were in attendance and a quorum was determined.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

There was no moment of silent meditation.

5. PUBLIC COMMENT

The following citizens addressed Council regarding Ordinance No. O2018-0009, an Ordinance enacting Chapter 206.13: Commission on Human Rights and Title 15: Anti-Discrimination to ensure equal opportunity and treatment for all citizens of Cuyahoga County:

- a) Ms. Kathy Boff**
- b) Mr. Mark Szabo**
- c) Ms. Loh**

Mr. William Tarter, Jr. addressed Council regarding Resolution No. R2018-0143, a Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article III, Section 3.09 of the County Charter to empower the Council to enact laws governing the election of county officers.

6. APPROVAL OF MINUTES

- a) July 10, 2018 Committee of the Whole Meeting
- b) July 10, 2018 Regular Meeting
- c) July 17, 2018 Committee of the Whole Meeting
- d) July 19, 2018 Committee of the Whole Meeting – AM Session
- e) July 19, 2018 Committee of the Whole Meeting – PM Session

A motion was made by Mr. Schron, seconded by Ms. Brown and approved by unanimous vote to approve the minutes of the July 10, 2018; July 17, 2018; July 19, 2018 (AM Session); and July 19, 2018 (PM Session) Committee of the Whole meetings and the July 10, 2018 Regular meeting.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

There were no announcements from the Council President.

8. MESSAGES FROM THE COUNTY EXECUTIVE

County Executive Budish reported that the annual Grandparents Family Day Picnic, sponsored by the Fatherhood Initiative, will take place on Saturday, July 28, 2018, from 11:00 a.m. to 6:00 p.m. at Luke Easter Park.

In accordance with Rule 6B of the County Council Rules, a motion was made by Mr. Schron, seconded by Ms. Simon and approved by unanimous vote to add Resolution No. R2018-0164 to the agenda as an additional item before No. 9.a) for consideration for first reading adoption under suspension of rules.

9. LEGISLATION INTRODUCED BY COUNCIL

[Note: In accordance with Rule 6B of the County Council Rules, the following item was added to the agenda and read into the record by the Clerk of Council.]

R2018-0164: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to enact Article XV of the County Charter establishing the Agency of Inspector General and to provide for the appointment, removal, qualifications, and the powers and duties, including access to county information and subpoena

power, of the Inspector General; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Schron, Simon, Tuma, Miller, Conwell and Gallagher

Mr. Michael King, Special Counsel, addressed Council regarding Resolution No. R2018-0164. Discussion ensued.

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

A motion was then made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2018-0164.

On a motion by Mr. Miller with a second by Mr. Schron, Resolution No. R2018-0164 was considered and adopted by unanimous vote.

a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2018-0154: A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Brown on behalf of Cuyahoga County Personnel Review Commission

Council President Brady referred Resolution No. R2018-0154 to the Human Resources, Appointments & Equity Committee.

b) **COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING**

- 1) R2018-0132: A Resolution authorizing a Community Development Fund grant in the amount of \$1,100,000.00 to City of Rocky River for the benefit of the Bradstreet's Landing Park Fishing Pier Reconstruction Project, located at 22400 Lake Road in the City of Rocky River; authorizing County Council Staff to prepare all documents to effectuate said grant; authorizing the County Executive to execute all documents consistent with said grant and this Resolution; and

declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Baker, Brady, Miller **and Gallagher**

Committee Assignment and Chair: Community Development – Jones

Clerk Schmotzer read Resolution No. R2018-0132 into the record.

This item will move to the August 7, 2018 Council meeting agenda for consideration for third reading adoption.

A motion was then made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2018-0140, R2018-0141, R2018-0142 and R2018-0143.

- 2) R2018-0140: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to enact Article XV of the County Charter establishing the Agency of Inspector General and to provide for the appointment, removal, qualifications, and the powers and duties, including access to county information and subpoena power, of the Inspector General; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Council President Brady on behalf of Charter Review Commission and Councilmembers Miller, Simon, Conwell, Jones, Baker, Houser, Schron, Brown, Gallagher and Tuma

Committee Assignment and Chairs: Committee of the Whole – Baker

A motion was made by Mr. Brady and seconded by Mr. Schron to adopt Resolution No. R2018-0140. The motion failed by a unanimous roll-call vote with all Councilmembers casting dissenting votes.

- 3) R2018-0141: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article IX of the County Charter clarifying the roles and responsibilities of the Personnel Review Commission and the Department of Human Resources, to prohibit discrimination on the basis of gender identity/expression in county

employment, and to provide for the establishment of the unclassified service by general law and council ordinance; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Council President Brady on behalf of Charter Review Commission and Councilmembers Miller, Simon, Conwell and Brown

Committee Assignment and Chairs: Committee of the Whole
– Baker

On a motion by Mr. Brady with a second by Mr. Miller, Resolution No. R2018-0141 was considered and adopted by unanimous vote.

- 4) R2018-0142: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article XI, Section 11.04 of the County Charter to provide the Department of Internal Auditing discretion to bill departments for the cost of conducting audits and in adopting auditing standards; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Council President Brady on behalf of Charter Review Commission and Councilmember Conwell

Committee Assignment and Chairs: Committee of the Whole
– Baker

On a motion by Mr. Miller with a second by Ms. Brown, Resolution No. R2018-0142 was considered and adopted by unanimous vote.

- 5) R2018-0143: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article III, Section 3.09 of the County Charter to empower the Council to enact laws governing the election of county officers; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Council President Brady on behalf of Charter Review Commission

Committee Assignment and Chairs: Committee of the Whole
– Baker

A motion was made by Mr. Schron and seconded by Mr. Brady to adopt Resolution No. R2018-0143. The motion failed by a majority roll-call vote of 1 yea and 10 nays with Councilmember Miller voting in the affirmative and Councilmembers Tuma, Gallagher, Schron, Conwell, Jones, Brown, Houser, Simon, Baker and Brady casting dissenting votes.

10. LEGISLATION INTRODUCED BY EXECUTIVE

a) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2018-0155 and R2018-0156.

- 1) R2018-0155: A Resolution amending the 2018/2019 Biennial Operating Budget for 2018 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.

Sponsors: County Executive Budish/Fiscal Officer/Office of Budget and Management **and Councilmember Houser**

On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2018-0155 was considered and adopted by unanimous vote.

- 2) R2018-0156: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 111 employees in 13 classifications in the Department of Public Works/Division of Maintenance for the period 1/1/2018 - 12/31/2020; 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 Budish/Departments of Law and Public Works/Division of Maintenance

On a motion by Mr. Brady with a second by Mr. Schron, Resolution No. R2018-0156 was considered and adopted by unanimous vote.

b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2018-0157: A Resolution fixing the 2019 water, storm and sanitary sewer maintenance and/or sewerage treatment rates for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

Council President Brady referred Resolution No. R2018-0157 to the Public Works, Procurement & Contracting Committee.

- 2) R2018-0158: A Resolution approving and confirming the 2019 water, storm and sanitary sewer maintenance and/or sewerage treatment assessments for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

Council President Brady referred Resolution No. R2018-0158 to the Public Works, Procurement & Contracting Committee.

- 3) R2018-0159: A Resolution making an award on RQ42014 to Schindler Elevator Corporation in the amount not-to-exceed \$1,900,000.00 for elevator maintenance and repair services for various County facilities for the period 9/1/2018 - 8/31/2021; 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 Budish/Department of Public Works

Council President Brady referred Resolution No. R2018-0159 to the Public Works, Procurement & Contracting Committee.

- 4) R2018-0160: A Resolution making an award on RQ42799 to Schirmer Construction, LLC in the amount not-to-exceed \$1,239,932.45 for replacement of Stone Road Bridge No. 00.98 over Hemlock Creek in the City of Independence; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in said amount to fund said contract; and declaring the necessity that this Resolution become immediately effective.

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

Council President Brady referred Resolution No. R2018-0160 to the Public Works, Procurement & Contracting Committee.

- 5) R2018-0161: A Resolution authorizing amendments to agreements with various political subdivisions for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2017 - 12/31/2017 to extend the time period to 12/31/2018; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) Cuyahoga County District Board of Health
- ii) Cuyahoga County Convention Facilities Development Corporation
- iii) Cuyahoga County Land Reutilization Corporation
- iv) Southeast Emergency Communications Center
- v) Village of Highland Hills
- vi) Village of Mayfield
- vii) Village of Walton Hills

Sponsor: County Executive Budish/Department of Human Resources

Council President Brady referred Resolution No. R2018-0161 to the Human Resources, Appointments & Equity Committee.

- 6) R2018-0162: A Resolution authorizing a revenue generating agreement with Case Western Reserve University, as Fiscal Agent for First Year Cleveland, in the amount not-to-exceed \$774,940.00 for expansion of the MomsFirst Program in connection with the Invest in Children Program for the period 1/1/2018 - 6/30/2019; 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 Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood

Council President Brady referred Resolution No. R2018-0162 to the Education, Environment & Sustainability Committee.

- 7) R2018-0163: A Resolution authorizing an amendment to Agreement No. AG1500004-01 with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for the Adult Probation Substance Abuse Residential Treatment Program for the period 1/1/2015 - 12/31/2017 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$500,000.00; 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.

Sponsors: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Corrections Planning Board/Adult Probation Department

Council President Brady referred Resolution No. R2018-0163 to the Public Safety & Justice Affairs Committee.

- c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2018-0151: A Resolution authorizing a state term contract with Woolpert, Inc. in the amount not-to-exceed \$769,408.00 for Digital Oblique Photography Mapping in connection with the Ohio Statewide Imagery Program for the period 9/1/2018 - 12/31/2022; 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 Budish/Department of Information Technology and Fiscal Officer

Committee Assignment and Chair: Finance & Budgeting – Miller

Clerk Schmotzer read Resolution No. R2018-0151 into the record.

This item will move to the August 7, 2018 Council meeting agenda for consideration for third reading adoption.

- 2) R2018-0152: A Resolution making an award on RQ42513 to Americab Transportation, Inc. in the amount not-to-exceed \$8,000,000.00 for Medicaid non-emergency transportation services for the period 9/1/2018 - 8/31/2020; 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 Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

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

Clerk Schmotzer read Resolution No. R2018-0152 into the record.

This item will move to the August 7, 2018 Council meeting agenda for consideration for third reading adoption.

- d) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2018-0129, R2018-0135, R2018-0136, R2018-0137, R2018-0144, R2018-0145, R2018-0150 and R2018-0153.

- 1) R2018-0129: A Resolution adopting the 2018 Economic Development Plan in accordance with Section 7.05 of the Cuyahoga County Charter and Section 801.01 of the Cuyahoga

County Code, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

Mr. Miller introduced a proposed amendment on the floor to Exhibit A to Resolution No. R2018-0129. Discussion ensued.

A motion was then made by Mr. Brady, seconded by Mr. Schron and approved by unanimous vote to amend Exhibit A by inserting “Reporting Progress on Certain Cuyahoga County Priority Action Items” in the Appendix.

Mr. Miller introduced a second proposed amendment on the floor to Exhibit A to Resolution No. R2018-0129. Discussion ensued.

A motion was then made by Mr. Miller, seconded by Mr. Schron and approved by unanimous vote to amend Exhibit A by inserting “*To the greatest extent feasible, loans will be made from a revolving loan fund under terms that bring in repayments so that the fund is sustainable*” in the “Current County Economic Development Programs and Tools” section.

On a motion by Mr. Schron with a second by Ms. Simon, Resolution No. R2018-0129 was considered and adopted by unanimous vote, as amended.

- 2) R2018-0135: A Resolution authorizing a revenue generating Utility Agreement with Village of Walton Hills for maintenance and repair of storm sewers and sanitary sewers located in County Sewer District No. 20; 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.

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

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

On a motion by Mr. Tuma with a second by Mr. Brady, Resolution No. R2018-0135 was considered and adopted by unanimous vote.

- 3) R2018-0136: A Resolution authorizing a Construction Agreement with CSX Transportation, Inc. in the amount not-to-exceed \$842,443.00 for construction of Stage 1 of the Towpath Trail Extension from Harvard Avenue Trailhead to Steelyard Commons in the City of Cleveland and Village of Cuyahoga Heights; 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.

Sponsors: County Executive Budish/Department of Public Works/Division of County Engineer and Councilmembers Conwell **and Jones**

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

On a motion by Mr. Tuma with a second by Mr. Miller, Resolution No. R2018-0136 was considered and adopted by unanimous vote.

- 4) R2018-0137: A Resolution authorizing a First Amendment to a revenue generating lease agreement with The Arc of Greater Cleveland for lease of office space at William Patrick Day Services Center, located at 2421 Community College Avenue, Cleveland, for the period 7/1/2015 - 6/30/2018 to extend the time period to 12/31/2019 and for an additional lease amount of \$1.00; 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.

Sponsors: County Executive Budish on behalf of Cuyahoga County Board of Developmental Disabilities

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

On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2018-0137 was considered and adopted by unanimous vote.

- 5) R2018-0144: A Resolution authorizing an agreement with Northeast Ohio Regional Sewer District in the amount not-to-exceed \$1,100,000.00 for disposal of wastewater sewer grit for the period 6/1/2018 - 5/31/2020; 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 Budish/Department of Public Works

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

On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2018-0144 was considered and adopted by unanimous vote.

- 6) R2018-0145: A Resolution authorizing an amendment to Contract No. CE1700054-01 with Union Industrial Contractors, Inc. for rehabilitation of Highland Road Bridge Nos. 156 nka 00.13, 157 nka 00.31, 158 nka 00.54 and 226 nka 00.64 over Euclid Creek in the City of Euclid for additional funds in the amount not-to-exceed \$663,367.35; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in said amount to fund said amendment; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Public Works/Division of County Engineer **and Councilmember Simon**

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

On a motion by Ms. Simon with a second by Mr. Tuma, Resolution No. R2018-0145 was considered and adopted by unanimous vote.

- 7) R2018-0150: A Resolution authorizing an Economic Development Fund Special Large-Scale Attraction Forgivable Loan in the amount not-to-exceed \$500,000.00 to Covia Holdings Corporation for the benefit of the Fairmount Santrol, Inc. - Unimin Corporation Merger and Headquarters Project to be located at 3 Summit Park Drive in the City of Independence; 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.

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

On a motion by Mr. Schron with a second by Mr. Brady, Resolution No. R2018-0150 was considered and adopted by unanimous vote.

8) R2018-0153: A Resolution making awards on RQ41540 to various providers, in the total amount not-to-exceed \$8,218,111.00, for Universal Pre-Kindergarten in Cuyahoga County for the period 8/1/2018 - 7/31/2020; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) Brooklyn City School District – Brooklyn Preschool
- ii) Catholic Charities Corporation – King Kennedy Head Start
- iii) Catholic Charities Corporation – Parkview Head Start
- iv) Catholic Charities Corporation – Riverside Head Start
- v) Catholic Charities Corporation – St. Philip Neri Head Start
- vi) Catholic Charities Corporation – St. Thomas Aquinas Head Start
- vii) Cirque du Kids, LLC
- viii) Cleveland Children’s Daycare Academy, LLC
- ix) Cleveland Municipal School District – Tremont Montessori School
- x) Council for Economic Opportunities in Greater Cleveland – Buckeye Head Start Center
- xi) Council for Economic Opportunities in Greater Cleveland – Lakeview Terrace Head Start Center
- xii) Council for Economic Opportunities in Greater Cleveland – Outhwaite Head Start Center
- xiii) Council for Economic Opportunities in Greater Cleveland – Union-Miles Head Start Center

- xiv) Council for Economic Opportunities in Greater Cleveland – Villa Head Start Center
- xv) Early Childhood Enrichment Center, Inc.
- xvi) East Cleveland City School District – Superior Elementary School
- xvii) Gannon Gil Preschool of the Temple-Tifereth Israel, Inc.
- xviii) Hanna Perkins School
- xix) Horizon Education Centers – North Olmsted Horizon Education Center
- xx) Kiddie City Child Care Community, Inc.
- xxi) OhioGuidestone – Family Life Center of Berea
- xxii) Ohio Guidestone – Family Life Center of Lakewood
- xxiii) PM Foundation, Inc. dba Urban Community School
- xxiv) Sandy’s Darlin’ Munchkins Family Child Care Home and Universal Pre-Kindergarten
- xxv) The Centers for Families and Children – Bingham Early Learning Center
- xxvi) The Centers for Families and Children – Debra Ann November Early Learning Center
- xxvii) The Centers for Families and Children – Gordon Square Early Learning Center
- xxviii) The Centers for Families and Children – McMillan Early Learning Center
- xxix) The Centers for Families and Children – Wade Early Learning Center
- xxx) The Cleveland Music School Settlement
- xxxi) The East End Neighborhood House Association
- xxxii) The Merrick House
- xxxiii) The Young Women’s Christian Association of Greater Cleveland, Ohio

Sponsors: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood **and Councilmembers Brown, Miller and Simon**

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

On a motion by Ms. Simon with a second by Mr. Brown, Resolution No. R2018-0153 was considered and adopted by unanimous vote.

e) COMMITTEE REPORTS AND CONSIDERATION OF ORDINANCES FOR SECOND READING

- 1) O2018-0007: An Ordinance enacting Section 205.10 of the Cuyahoga County Code to establish the Division of Children and Family Services Advisory Board, and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Budish

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

Clerk Schmotzer read Ordinance No. O2018-0007 into the record.

This item will move to a future Council meeting agenda for consideration for third reading adoption.

- 2) O2018-0009: An Ordinance enacting Chapter 206.13: Commission on Human Rights and Title 15: Anti-Discrimination to ensure equal opportunity and treatment for all citizens of Cuyahoga County.

Sponsors: County Executive Budish and Councilmembers Brady, Miller, Houser, Simon **and Conwell**

Committee Assignment and Chair: Committee of the Whole – Brady

[Clerk's Note: The Committee of the Whole referred Ordinance No. O2018-0009 to the full Council with a recommendation for second reading: July 24, 2018.]

Clerk Schmotzer read Ordinance No. O2018-0009 into the record.

This item will move to the August 7, 2018 Council meeting agenda for consideration for third reading adoption.

11. MISCELLANEOUS COMMITTEE REPORTS

Ms. Brown reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, July 31, 2018 at 10:00 a.m.

Mr. Tuma reported that the Public Works, Procurement & Contracting Committee will meet on Wednesday, August 1, 2018 at 10:00 a.m.

Ms. Simon reported that the Education, Environment & Sustainability Committee will meet on Wednesday, August 1, 2018 at 3:00 p.m.

Mr. Miller reported that the Finance & Budgeting Committee will meet on Monday, August 6, 2018 at 1:00 p.m.

12. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

13. ADJOURNMENT

With no further business to discuss, Council President Brady adjourned the meeting at 4:32 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0154

Sponsored by: Councilmember Brown on behalf of Cuyahoga County Personnel Review Commission	A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Personnel Review 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 Personnel Review Commission submitted several proposed changes to the Cuyahoga County Non-bargaining Classification Plan; and

WHEREAS, the Personnel Review Commission considered 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 July 11, 2018, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through M) and recommended to County Council the formal adoption and implementation of the attached changes; 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 a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby adopts the following changes to the Cuyahoga County Non-bargaining Classification Plan:

Modifications of the following Classifications: (See attached Classification Specifications)

Proposed Revised Classifications:

- Exhibit A: Class Title: *Associate Warden*
Number: 1025501
Pay Grade: 15/Exempt
*County Sheriff requested essential functions be updated to reflect expansion and scope of duties due to regionalization of jails. Pay Grade changed from 13/Exempt to 15/Exempt.
- Exhibit B: Class Title: *Senior Building Rehabilitation Specialist*
Number: 1021312
Pay Grade: 7/Non-exempt
*PRC routine maintenance. Essential job functions of Building Rehabilitation Specialist and Senior Building Rehabilitation Specialist were combined into one classification due to extreme similarity. Education and experience requirements were updated to be consistent with other positions in series. Classification number changed from 1021312 to 1021311.
- Exhibit C: Class Title: *Building Rehabilitation Specialist Supervisor*
Number: 1021313
Pay Grade: 10/Exempt
*PRC routine maintenance. Education and experience requirements were updated to be consistent with other positions in the series. Classification number changed from 1021313 to 1021312.
- Exhibit D: Class Title: *Data Systems Security Coordinator*
Number: 1053182
Pay Grade: 6B/Non-exempt
*Revised classification requested by Department of Information Technology based on Department need. Classification no longer reflected work currently being performed. Updated specification to include new essential functions and minimum qualifications of the position. Pay Grade changed from 11/Exempt to 6B/Non-exempt. Classification number changed from 1053182 to 1053181.
- Exhibit E: Class Title: *Development Administrator*
Number: 1055243
Pay Grade: 17/Exempt
*Department of Development requested that essential functions be updated to be consistent with changes due to Department restructuring.

Exhibit F: Class Title: *Inspection and Permits Supervisor*
Number: 1062231
Pay Grade: 12/Exempt
*PRC routine maintenance. Classification information has been updated and placed into new format.

Proposed New Classification:

Exhibit G: Class Title: *Sustainability Coordinator*
Class Number: 1062311
Pay Grade: 7/Non-exempt

Proposed Deleted Classifications:

Exhibit H: Class Title: *Building Rehabilitation Specialist*
Class Number: 1021311
Pay Grade: 6/Non-exempt

Exhibit I: Class Title: *Contract Coordinator*
Class Number: 1052140
Pay Grade: 4/Non-exempt

Exhibit J: Class Title: *Human Resource Specialist*
Class Number: 1053713
Pay Grade: 14/Exempt

Exhibit K: Class Title: *Manager, Application Design and Support*
Class Number: 1053125
Pay Grade: 15/Exempt

Exhibit L: Class Title: *Recruitment and Retention Manager*
Class Number: 1053634
Pay Grade: 16/Exempt

Exhibit M: Class Title: *Senior Contract Coordinator*
Class Number: 1052141
Pay Grade: 7/Non-exempt

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least

eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed 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

First Reading/Referred to Committee: July 24, 2018

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal CC031
August 7, 2018

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

EXHIBIT A

Class Title:	Associate Warden	Class Number:	1025501
FLSA:	Exempt	Pay Grade:	15
Dept:	Sheriff's Department		

Classification Function

The purpose of this classification is to manage the day-to-day operations of County correctional facilities.

Distinguishing Characteristics

This is a supervisory-level classification that is responsible for managing and overseeing County correctional facilities including supervising Sergeants and ensuring safety and security of inmates and employees. Work is performed under general supervision of the Warden. The incumbent exercises initiative and discretion in following and ensuring adherence to protocol, procedures, laws, and regulations in the performance of duties.

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 day-to-day operations pertaining to staff administration, security, equipment, and property of County correctional facilities; makes daily rounds to ensure compliance with policies, procedures, rules, and regulations; inspects living accommodations of inmates for sanitation and safety; ensures that necessary repair and work requests are made and completed; serves as initial on-scene commander during large scale crisis or emergency events; responds to emergency situations and plans and directs the placement of staff in the event of riots, escapes, and other emergencies within the facilities; works to ensure operational effectiveness of facilities and confers with the Warden regarding operational problems.

- 25% +/- 10%
- Supervises Sergeants and other assigned personnel; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides training and instruction; evaluations employee performance; conducts staff meetings; responds to employee questions, concerns, and problems; approves employee time sheets and leave requests; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

- 15% +/- 10%
- Determines inmate disciplinary status at all county jails and makes appropriate decisions regarding status of individual inmates; performs weekly reviews of discipline status throughout the jails to ensure spaces (lockup, special housing) are properly managed; responds to and addresses inmate grievances and complaints (both formal and informal) at all county jails; directs and reviews investigations of incidents, disciplinary issues, complaints, and inmate grievances and gathers facts to document, report, and make recommendations regarding the problem; makes independent determinations of informal grievances escalating to the Warden only when needed; makes determinations of formal grievances and provides recommendations of action to the Warden.

- 5% +/- 2%
- Monitors and oversees implementation of jail's operating budget; monitors and oversees expenditures and purchases; projects upcoming budget expenditures; makes recommendations for cost savings; collaborates with the Warden regarding budget status.

Proposed DATE:

15% +/- 10%

- Performs related administrative responsibilities; prepares various reports, records, and other documents; maintains records according to department standards; attends various trainings and meetings; researches and responds to inquiries and complaints from general public and ensures good public relations; communicates with employees at offsite county correctional facilities and provides guidance as necessary; acts as County liaison with other departments in the Regional Jail System; makes recommendations regarding policy and procedures changes to the Warden.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's Degree in criminal justice, public administration, business administration, behavioral sciences, correctional management, or related degree and five (5) years of experience in security, corrections, law enforcement, or military security; or any equivalent combination of training and experience.
- Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements for all levels

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 and copier.
- Ability to stand and walk for a prolonged period of time, balance, climb, bend, twist, and lift, push, and pull up to 25 lbs.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to evaluate, 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 grievance reports, security reports, safety reports, transfer request forms, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, and relevant County, State, and Federal Laws.
- Ability to prepare work orders, security requests, policy and procedure documents, incident reports, training materials, budgetary reports, performance appraisals, disciplinary documents, time sheets, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to represent the County with external organizations, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.

Associate Warden

- Ability to use and interpret criminal justice terminology and language.
- Ability to communicate with supervisor, managers, coworkers, employees, representatives from other jails, police, hospitals, regulatory agencies, and the general public.

Environmental Adaptability

- Work is typically performed in jail facilities.
- Work may involve exposure to violence and noise extremes.

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 EXHIBIT B

Class Title:	Building Rehabilitation Specialist	Class Number:	1021311
FLSA:	Non-Exempt	Pay Grade:	7
Dept:	Development		

Classification Function

The purpose of this classification is to perform specialized office and field work involving the planning, implementing, coordinating, and managing of housing related rehabilitation activities for the Community Development Division. This classification utilizes human relations skills for working with homeowners, landlords, contractors, and building officials, as well as administrative skills for complying with federal, state and local municipality requirements in order to prepare related reports, forms, and documents.

Distinguishing Characteristics

This is a journey level classification with the responsibility to inspect both single and multi-family rehabilitation projects within a framework of defined policies, procedures, regulations, and guidelines. Incumbents independently perform daily assignments, often outside of proximity of their supervisor. Incumbents are expected to become fully aware of operating procedures and policies. This class requires frequent public contact and is responsible for providing technical guidance to landlords, property owners, contractors, and building officials.

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.

- 45% +/- 10%
- Manages and inspects single and multi-family residential structures to determine rehabilitative work required to correct health and safety issues, housing quality standards, and/or building code deficiencies; inspects, manages, and/or monitors compliance requirements including but not limited to housing quality and workmanship standards, trade and contract specifications, building and housing codes; approves progress payment disbursements; provides technical guidance to property owners, landlords, contractors, and building officials; reviews new material specifications and methods used in building construction; mediates conflicts that may arise during the construction process; monitors program compliance specifications and work performed on single and multi-family structures; monitors program budgets.
- 35% +/- 10%
- Develops work specifications and cost estimates utilizing construction software; coordinates the contractor bid process; verifies contractor eligibility for program; reviews contractor bids with clients; drafts contracts to the winning bidder(s); evaluates change order requests to insure validity of the requests and associated costs; prepares change orders with client and contractor approval.
- 20% +/- 10%
- Performs related administrative responsibilities; processes and reviews contractor invoices for final payment; compiles and organizes data for technical, administrative, and reporting purposes; maintains files and housing database according to program guidelines and requirements; maintains daily project log notes; facilitates construction and professional services under County, State, and Federal procurement requirements; schedules contractor meetings; perform public relations and program marketing activities by participating in housing fairs, community events, general public meetings, and meetings with various public/private agencies throughout Cuyahoga County.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate degree in construction management or related technical training with three (3) years of code enforcement, specification writing, or individual trade (e.g. - carpentry, plumbing, electrical, or HVAC) experience; or any equivalent combination of training and experience.

Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements for all levels

Must obtain and maintain State of Ohio Lead Abatement Contractor license within 12 months of hiring.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to walk, balance, climb, crouch, crawl, and bend during inspections.
- Ability to lift, push, and pull up to 50 pounds.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and utilize basic principles of algebra and geometry.

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 client files, building plans, blueprints, city permits, legal contracts, contractor bid proposals, material specifications, contractor insurance, contractor licensing, contractor registration, inspection documents, inspector reports, lead risk assessments, loan documents, production reports, HUD report forms, industry newsletters, vouchers, letters, memos, correspondences, flowcharts, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, state and local building codes, program standard manuals, Heating Systems Manual, National Building Code Manuals, product instructions, lead rules, HUD Guidelines, EPA regulations, ADA regulations, contractual laws, Demolition Standards, International Code Council, and zoning codes.
- Ability to prepare vouchers, project specifications, material list descriptions, cost estimates, disposition of funds, lien releases, contractor bid summaries, contract agreements, change orders, production and financial program reports, building inspection checklists, historic and environmental compliance reports, lead service requests, homeowner satisfaction and contractor approval forms, case review reports, bi-weekly, quarterly and annual reports, correspondence letters and memos, employee performance evaluations, timesheets and mileage reports, training and travel documentation, and any other job related documents using a prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Building Rehabilitation Specialist

- Ability to communicate effectively with clients, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret construction and basic engineering terminology and language.
- Ability to communicate with managers, supervisors, co-workers, contractors, clients, city officials, other County employees, government agency representatives, and inspectors.

Environmental Adaptability

- Work is typically performed in an office environment and at various field locations.
- Work at field locations can be exposed to temperature extremes, strong odors, toxic agents, poisonous agents, smoke, dust, machinery, wetness, humidity, electrical currents, noise extremes, and vibrations.

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

EXHIBIT C

Class Title:	Building Rehabilitation Specialist Supervisor	Class Number:	1021312
FLSA:	Exempt	Pay Grade:	10
Dept:	Development		

Classification Function

The purpose of this classification is to perform specialized office and field work involving the planning, implementing, coordinating, and managing of housing related rehabilitation activities as well as supervising Building Rehabilitation Specialist(s) for the Community Development Division. This classification utilizes human relations skills for working with homeowners, landlords, contractors, and building officials, as well as administrative skills for complying with federal, state, and local municipality requirements in order to prepare related reports, forms, and documents.

Distinguishing Characteristics

This is a supervisory classification with the responsibility for supervising the Building Rehabilitation Specialist(s) and inspecting both single and multi-family rehabilitation projects within a framework of defined policies, procedures, regulations, and guidelines. Employees are expected to exercise judgement in the management of complex cases. This class requires frequent public contact and is responsible for providing technical guidance to landlords, property owners, contractors, and building officials.

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%
- Supervises the Building Rehabilitation Specialist(s); assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; reviews and approves staff timesheets and mileage reports; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale; provides information to answer staff questions and helps resolve conflicting issues as appropriate; conducts weekly staff meetings.

- 30% +/- 10%
- Oversees the contract bid process; schedules committee meeting(s) to approve or disapprove scope of work and loan; pre-approves project bid specifications along with cost estimates; reviews contractor bids; reviews contracts and vouchers for the winning bid; evaluates and approves change order requests to insure validity of requests and associated cost; prepares callback reports and/or letters as they relate to the quality of work, health and safety issues, specific deviations from original specifications, and any owner-contractor conflicts.

- 25% +/- 10%
- Manages and inspects single and multi-family residential structures to determine rehabilitative work required to correct health and safety issues, housing quality standards, and/or building code deficiencies; inspects, manages, and/or monitors compliance requirements including but not limited to housing quality and workmanship standards, trade and contract specifications, building and housing codes; approves progress payment disbursements; provides technical guidance to property owners, landlords, contractors, and building officials; reviews new material specifications and methods used in building construction; mediates conflicts that may arise during the construction process; monitors program compliance specifications and work performed on single and multi-family structures; monitors program budgets.

Proposed DATE

15% +/- 10%

- Performs related administrative responsibilities; creates and maintains records of various housing projects on contractor payments, change orders, and inspection reports; maintains contractor registration and construction files on a weekly and monthly basis to ensure program compliance with standards; maintains computerized specification databases for various housing related programs; participates in housing fairs and community events; on occasion meets with the general public and various agencies about the county housing programs and services offered.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate degree in construction management or related technical training with five (5) years of code enforcement, specification writing, or individual trade (e.g. - carpentry, plumbing, electrical, or HVAC) experience; or any equivalent combination of training and experience.

Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements for all levels

Must obtain and maintain State of Ohio Lead Abatement Contractor license within 12 months of hiring.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to walk, balance, climb, crouch, crawl, and bend during inspections.
- Ability to lift, push, and pull up to 50 pounds.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluating, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and utilize basic principles of algebra and geometry.

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.

Proposed DATE

Building Rehabilitation Specialist Supervisor

- Ability to comprehend a variety of informational documents including client files, building plans, blueprints, city permits, legal contracts, contractor bid proposals, material specifications, contractor insurance, contractor licensing, contractor registration, inspection documents, lead risk assessments, loan documents, production reports, HUD report forms, industry newsletters, vouchers, letters, memos, correspondence, flowcharts, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, state and local building codes, program standard manuals, Heating Systems Manual, National Building Code Manuals, product instructions, lead rules, HUD Guidelines, EPA regulations, ADA regulations, contractual laws, Demolition Standards, International Code Council, and zoning codes.
- Ability to prepare vouchers, project specifications, material list descriptions, cost estimates, disposition of funds, lien releases, contractor bid summaries, contract agreements, change orders, production and financial program reports, building inspection checklists, historic and environmental compliance reports, lead service requests, homeowner satisfaction and contractor approval forms, case review reports, bi-weekly, quarterly and annual reports, correspondence letters and memos, employee performance evaluations, timesheets and mileage reports, training and travel documentation, and any other job related documents using a prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees; to communicate effectively with clients, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret construction and basic engineering terminology and language.
- Ability to communicate with managers, supervisors, co-workers, contractors, clients, city officials, other County employees, government agency representatives, and inspectors.

Environmental Adaptability

- Work is typically performed in an office environment, and at various field locations.
- Work at field locations can be exposed to temperature extremes, strong odors, toxic agents, poisonous agents, smoke, dust, machinery, wetness, humidity, electrical currents, noise extremes, and vibrations.

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.

Proposed DATE

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

EXHIBIT D

Class Title:	Data Systems Security Coordinator	Class Number:	1053181
FLSA:	Non-Exempt	Pay Grade:	6B
Dept:	Information Technology		

Classification Function

The purpose of this classification is to coordinate system user access for Health and Human Services (HHS) employees and assist with end user technology.

Distinguishing Characteristics

This is an entry level classification with responsibility for serving as the liaison between the County and the State of Ohio to coordinate system user access for HHS employees. This classification works under a framework of defined procedures and regulations. The incumbent ensures that activities are performed in a timely manner and according to 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.

- 65% +/- 10%
- Coordinates system user access for HHS employees; receives requests from managers and directors to change the system security access for County employees; receives requests from the HR Department to create new hire user profiles; completes appropriate forms and submits documentation to the State of Ohio; serves as the liaison between the County and the State of Ohio in regards to system user access; contacts the state for project updates; notifies management when the state has completed the request.

- 25% +/- 10%
- Assists with end user technology including computers, printers, scanners, and mobile devices; provides basic computer training to the end users; moves and installs computers; troubleshoots technology issues; sets up new mobile phones.

- 10% +/- 5%
- Serves as the State's Technical Point of Contact (TPOC); performs an annual audit on the HHS employees to verify the employees are still employed with the County and have the appropriate system access; completes reconciliation and returns the documents to the State of Ohio; receives and reviews new State Policies and Procedures for system user access.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent with one (1) year of IT service support experience; or any equivalent combination of training and experience.

Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

No special license or certification is required.

Proposed DATE

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

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 emails, 7078 Forms, Federal Tax Information Form, SETS User Access Form, iCase Forms, Network Relocation Forms, packaging slips, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, State of Ohio guidelines, equipment manuals, software manuals, and ODJFS manuals.
- Ability to prepare memos, correspondence, 7078 Forms, SETS Reporting, SACWIS, SETS, and CRIS-E Reconciliation, 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 use and interpret information technology terminology and language.
- Ability to communicate effectively with directors, managers, supervisors, co-workers, other County employees, State of Ohio employees, and vendors.

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.

Proposed DATE:

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION EXHIBIT E

Class Title:	Development Administrator	Class Number:	1055243
FLSA:	Exempt	Pay Grade:	17
Dept:	Development		

Classification Function

The purpose of this classification is to plan, organize, manage, and administer a departmental division exclusive to economic development, community development or regulation and compliance.

Distinguishing Characteristics

This is a senior management classification with responsibility for planning, directing, and managing a division of the Development Department responsible for either economic development, community development, or regulation and compliance. This classification supervises subordinate staff. The incumbent works under administrative direction from the Department of Development'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.

- 30% +/- 10%
- Manages and administers a departmental division exclusive to economic development, community development, or regulation and compliance; manages projects and programs including research, reporting, and design and development; establishes, updates, and monitors execution of the department's strategies to support major functions; forecasts resource requirements and monitors usage and compliance of various funding streams; oversees the processing of all qualifying economic development proposals; executes administrative and procurement processes to secure resources needed for strategy and resource work; monitors programs' regulatory compliance; maintains and updates program policies, specifications, terms, and metrics; analyzes and evaluates existing operations' systems, policies, and procedures; updates Director and Executive on all upcoming projects and estimated pipeline activity; communicates and coordinates with Director and County leadership on the development of division goals, direction, activities, policies, and advocacy; advises Director and department management on key compliance issues; makes recommendations to Director and Executive on revision or creation of programs.

- 30% +/- 10%
- Manages, oversees, and directs activities related to loan or grant financing for economic development purposes and projects; administers development financing programs; guides borrowers and grantees throughout the on-going loan application, pro-forma financials, business operating financials, contract requirements, and underwriting processes; oversees processing of all reimbursement and disbursement requests for approved economic development and brownfield borrowers or grantees; manages ongoing Loan Portfolio issues and action requirements; manages deal structuring, negotiations, and loan closing; updates the DOD's Economic Development Loan Policies Manual annually and oversees training and implementation of new policies and procedures.

Proposed DATE:

15% +/- 5%

- Manages communication and coordination for Department of Development with various internal and external stakeholders, committees, and organizations; provides technical assistance and support to boards, commissions, and businesses regarding community and economic development issues; manages communication and coordination with County Council/Committees regarding pertinent legislation; manages communication and coordination with Cuyahoga County Community Improvement Corporation Board regarding loan reviews and write-ups; attends meetings, Council sessions, and seminars to make presentations regarding community and economic development programs, policy and planning, and department initiatives.

10% +/- 5%

- Supervises subordinate staff; plans, assigns, and reviews work; provides job training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests and completes related documentation; develops unit work plans and work performance standards; leads unit team meetings; recommends personnel actions including selection, promotion, transfers, discipline, or discharge.

10% +/- 5%

- Directs and supervises data collection and reporting for department performance measures; oversees research and reporting of key business intelligence information supporting department's functions.

5% +/- 2%

- Performs related administrative duties; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; prepares grant proposals and applications; provides input on various reports for local, state and federal program requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in business administration, public administration, finance or a related field with six (6) years of experience with community development, economic development or related field; 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 and training to other employees.
- Ability to solve and act on employee problems.

Proposed DATE:

- Ability to recommend the transfer, selection, evaluating, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtracts, multiply, divide, calculate decimals and percentages, and perform routine 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, loan applications and information, 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 Cuyahoga County Code and Legislative Resolutions, Personnel Policies and Procedures Manual, various State and Federal Regulations and Guidelines, HUD regulations, ESEPA regulations, CDBG regulations, the Ohio Revised Code, and the Federal Register.
- Ability to prepare loan analysis, annual loan summary, loan portfolio reports, strategic plans, tax abatement reports, compliance reports, legislation, grant summary reports, 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, and financial analysis terminology and language.
- Ability to communicate with staff, Director, elected officials, municipal employees, members of external businesses and organizations, other County employees, 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.

Proposed DATE:

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

EXHIBIT F

Class Title:	Inspection and Permits Supervisor	Class Number:	1062231
FLSA:	Exempt	Pay Grade:	12
Dept:	Development		

Classification Function

The purpose of this classification is to coordinate field inspections of maintained utilities and project inspections of new construction as well as supervise assigned staff.

Distinguishing Characteristics

This is a supervisory classification with the responsibility for coordinating field inspections of maintained utilities and project inspections of new construction within a framework of defined policies, procedures, regulations, and guidelines. Employees are expected to exercise judgement in the management of complex cases.

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.

- 35% +/- 10%
- Supervises assigned staff involved in inspection program, permit issuance, and building rehabilitation projects; assigns and reviews work; provides instruction to employees; maintains work standards; responds to employee problems; completes performance appraisals; recommends and implements disciplinary procedures

- 35% +/- 10%
- Coordinates field inspections of maintained utilities and project inspections of new construction; assigns inspectors to various assignments; ensures that new structures are completed in compliance with approved plans and uniform standards; ensures that new structures meet required tests; reviews inspector's daily reports and construction plans.

- 30% +/- 10%
- Reviews and recommends approval of permit requests; reviews permit requests; reviews contractor's Sewer Builder License requests and makes recommendations; maintains project files, sewer records and as-built construction plans.

Minimum Training and Experience Required to Perform Essential Job Functions

Vocational or technical training in the building trades with six (6) years of inspection or construction experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

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, telephone and copier.

Proposed DATE

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, calculate decimals and percentages, and utilize basic principles of algebra and geometry.

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 inspection reports, sewer inspection summary, construction plans, contractor's license applications, invoices, inspection and permit fee structure, payroll, employment applications, time sheets, monthly reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, safety manuals, construction manuals, and materials manuals.
- Ability to prepare purchase orders, pre-construction meeting minutes, performance reports, gas reports, monthly and annual reports, correspondence and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage programs and people, to supervise the work of other employees, to convince and influence others, to record and deliver information, to explain procedures and to follow instructions.
- Ability to use and interpret construction, mechanical, electrical, and basic engineering terminology and language.
- Ability to communicate with directors, managers, supervisors, engineers, inspectors, contractors, other County employees, and the general public.

Proposed DATE

Inspection and Permits Supervisor

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.

Proposed DATE

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

EXHIBIT G

Class Title:	Sustainability Coordinator	Class Number:	1062311
FLSA:	Non-Exempt	Pay Grade:	7
Dept:	Sustainability		

Classification Function

The purpose of this classification is to coordinate and implement sustainability programs for the County and to develop and maintain relationships with internal and external stakeholders.

Distinguishing Characteristics

This is an entry level classification with responsibility for coordinating sustainability programs and tracking related data. This classification works under a framework of defined procedures and regulations. The incumbent ensures that activities are performed in a timely manner and according to policies, procedures, and related 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.

- 40% +/- 10%

• Coordinates and implements sustainability programs for the County; manages greenhouse gas emissions inventory database; coordinates with stakeholders to develop a climate change action plan; monitors data to ensure the County is on track to meet the climate change action plan's goals; collects and analyzes utilities data to track County emissions trends; distributes results of the analysis to the County stakeholders.

- 20% +/- 10%

• Develops and maintains relationships with regional renewable energy development projects contacts, external stakeholders, and other County departments; provides regular communication and updates on sustainability programs; coordinates employee sustainability education and external project events; collaborates with the Communications and IT Departments to develop various marketing materials for general updates on programs and special events.

- 15% +/- 10%

• Assists the Director of Sustainability in creating departmental goals; assists in developing a strategic plan to achieve departmental goals; tracks the department's strategic performance metrics; reports the progress of the goals to the director.

- 25% +/- 10%

• Performs related administrative responsibilities; researches trends and developments in the field of sustainability; researches potential grant opportunities; drafts grants, requests for proposals (RFPs), and requests for information (RFIs); represents the County in various meetings; attends meetings, trainings, and conferences; assists with tracking the department budget.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in environmental studies or a related field with one (1) year of environmental sustainability experience; or any equivalent combination of training and experience.

Effective: DATE

Sustainability Coordinator

Additional Requirements for all levels

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 and copier.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

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 legal documents, contracts, scientific data, and various environmental reports.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Revised Code, federal and state laws pertaining to environmental sustainability, and general emission reduction goals.
- Ability to prepare correspondence, request for proposals (RFPs), request for information (RFIs), grant proposals, invoices, purchase orders, various reports, 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, to follow instructions.
- Ability to use and interpret environmental sustainability, basic marketing, and legal terminology and language.
- Ability to communicate with the director, coworkers, other County employees, utility service employees, and external stakeholders.

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.

Effective: DATE

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION *EXHIBIT H*

Class Title:	Building Rehabilitation Specialist	Class Number:	1021311
FLSA:	Non-Exempt	Pay Grade:	6
Dept:	Development		

Classification Function

The purpose of this classification is to perform specialized office and/or field work involving the planning, implementing, coordinating, and managing of housing rehabilitation activities for the Community Development Division. This classification utilizes human relations skills for working with homeowners, rental property owners, contractors, and building officials, as well as administrative skills for complying with federal requirements and preparing related reports, forms, and documents.

Distinguishing Characteristics

This is the journey level classification, working under general supervision within a framework of well-defined policies, procedures, and regulations. Incumbents independently perform daily assignments, often outside of proximity of their supervisor. Incumbents are expected to become fully aware of operating procedures and policies.

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.

- 45% +/- 10%
- Manages and inspects residential and commercial structures to determine rehabilitative work required to correct health and safety issues, housing quality standard and/or building code deficiencies; inspects rehabilitation projects for compliance with workmanship standards, trade specifications, building and housing codes, property rehabilitation standards, contract conditions, and progress payment disbursements; provides technical guidance to property owners, contractors, and building officials; reviews new materials and methods issued in building construction; mediates conflicts that may arise during the construction process; monitors project's budget.

- 35% +/- 10%
- Coordinates the contractor bids and work specifications; develops work specifications and cost estimates utilizing construction software; reviews work specifications; evaluates change order requests to insure validity of requests and cost; prepares and approves change orders; estimates for required rehabilitation work; reviews contractor bids; verifies contractor eligibility for program; drafts contracts to winning bidder.

- 20% +/- 10%
- Performs related administrative responsibilities; processes and reviews contractor invoices for final payment; compiles and organizes data for technical, administrative, and reporting purposes; maintains files and housing database according to program guidelines and requirements; facilitates construction and professional services under County, State, and Federal procurement requirements; schedules contractor meeting; participates in housing fairs and community events; meets with the general public and various agencies about the county programs and services offered.

Effective: 1998
 Revised: April 28, 2006
 Revised: May 10, 2017

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in Construction Management or related field with three (3) years of code enforcement, specification writing, or individual trades (e.g. - carpentry, plumbing, electrical, or HVAC) experience; or any equivalent combination of training and experience.

Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

Additional Requirements for all levels

Must obtain and maintain State of Ohio Lead Abatement Contractor license within 12 months of hiring.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to walk, balance, climb, crouch, crawl, and bend during inspections.
- Ability to lift, push, and pull up to 25 pounds.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and utilize routine statistics and moderate math.

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 client files, building plans, blue prints, memorandums, industry newsletters, inspector report, inspection sign off, material specifications, contractor insurance, contractor licensing, letters, emails, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Weatherization Manual, Program Standards Manual, Heating Systems Manual, National Building Code Manuals, product instructions, state and local building codes, lead rules, EPA regulations, ADA regulations, contractual laws, International Code Council and zoning codes.
- Ability to prepare payment vouchers, specifications, building inspection check list, contract agreement, building inspection reports, material list sheets, contract change orders, disposition of funds, lien releases, case review reports, contractor bid summary, historic environmental compliance, change orders, contracts, owners satisfaction statement, project specifications, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to communicate effectively with customers, to record and deliver information, to explain procedures, to follow instructions.

Effective: 1998
Revised: April 28, 2006
Revised: May 10, 2017

Building Rehabilitation Specialist

- Ability to use and interpret building construction terminology and language.
- Ability to communicate with contractors, clients, supervisors, coworkers, other County employees, government agency representatives, customers, inspectors, and Building Commissioners.

Environmental Adaptability

- Work is typically performed in an office environment and at field locations.
- Work in field locations can be exposed to temperature extremes, strong odors, toxic agents, poisonous agents, smoke, dust, machinery, wetness, humidity, disease, bodily fluids, animals, electrical currents, violence, noise extremes, vibrations, bright or dim lights, and traffic hazards.

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.

Effective: 1998
Revised: April 28, 2006
Revised: May 10, 2017

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION *EXHIBIT I*

Class Title:	Contract Coordinator	Class Number:	1052140
FLSA:	Non-Exempt	Pay Grade:	4
Dept:	Office of Procurement & Diversity, only		

Classification Function

The purpose of this classification is to review, analyze, and recommend revisions to contracts, contract amendments, and agreements for compliance to relevant statues and County policies and procedures.

Distinguishing Characteristics

This is an entry level classification. The incumbents receive immediate supervision progressing to general supervision as experience is gained. Incumbents in this classification exercise discretion in following protocol, procedures, laws and regulations in the performance of duties.

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.

- 35% +/- 10%
- Reviews, analyzes, and recommends revisions to contracts, contract amendments, and agreements for compliance to relevant statues and County policies and procedures; receives all contract documents submitted for consideration by County Council and the County Executive; reviews contracts for completeness and compliance to relevant statutes, policies and procedures; reviews electronic document routing system actions for completeness and submits in compliance with established deadlines; maintains contracts and supporting documents that are complete and correct for processing; ensures that sufficient appropriations are available; submits contract documents to Fiscal Office for encumbrance of funds; submits contract documents to Department of Law for legal review; analyzes submission of notarized signature authority letter, determine and assign encumbrance numbers for new contracts and agreements.

- 20% +/- 10%
- Prepares and maintains contract database for County Council and County Executive and creates summaries; compiles a checklist summarizing contract, contract amendments, and agreements to provide for various board approvals; updates contract database with all contract activity for permanent record; creates various vouchers and certification requests; gathers and compiles contract, contract amendment, and agreement activity for statistical purposes.

- 15% +/- 10%
- Performs various administrative duties; types letters, memos, correspondence, vouchers, requisitions, specifications, lease agreements and contract documents; updates and maintains information in contract management database; resolves discrepancies with the department that submitted the documents; assists and collaborates with coworkers on various special projects; researches and compiles information for records requests; monitors status of contracts, contract amendments, and agreements to provide up-to-date information; maintains hard copies of contracts based on compliance to the record retention schedule.

October 13, 2016

Contract Coordinator

10% +/- 5%

- Provides technical assistance and training to departments related to contract processing, various software, and policies and procedures.

10% +/- 5%

- Acts as a consultant for various departments; meets with departments to strategize plans for new and amended contracts and agreements; refers to various departmental budgets to process or withhold voucher and certification requests; collaborates with department's budget allocation for submitted requests.

10% +/- 5%

- Verifies accuracy and consistency of contract history and evaluation; confirms vendors' legal name and address; review previously submitted contracts, contract amendments, and agreements to insure information has been accurately captured in the new amendments.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent with two (2) years of related experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

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 and copier.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and routine statistics.

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 contracts, contract amendments, agreements, insurance forms, resolutions, workers compensation forms, contract encumbrance vouchers, amendment certification, submitted certification, decertification, recertification requests; contract evaluation, history forms, contract covers, agreement covers, and various requests.
- Ability to comprehend a variety of reference books and materials including contract manuals, database manuals, and various other materials.

October 13, 2016

Contract Coordinator

- Ability to prepare letters, contract-related reports, vouchers, emails, certification request memo, contract checklist, presentation, contract covers, agreement covers, 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 communicate effectively with directors, supervisors, elected officials, Assistant Law Directors, other County employees 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.

October 13, 2016

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION EXHIBIT J

Class Title:	Human Resource Specialist	Class Number:	1053713
FLSA:	Exempt	Pay Grade:	14
Departments:	Human Resource Department, only		

Classification Function

The purpose of this classification is to oversee and guide the human resource function for County departments as assigned. Human resource services include employment, benefits, personnel policy administration, labor and employee relations and training and development.

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.

- Assists in planning, developing, organizing, implementing, evaluating and directing the Human Resource Department.
- Responsible for a variety of human resource services including benefits, recruitment, classification and compensation (e.g.- assists with enforcement of administrative rules for the purpose of carrying out the functions, powers and duties of the County Human Resource Department; reviews position descriptions or job postings as positions become vacant or change; researches classification plan for appropriate classification of new positions; assists develop personnel policy administration and training and development.
- Participates in employee discipline process (e.g.- conducts employment investigation for employees who have allegedly violated work rules or other County policies; presides as hearing officer in pre-disciplinary conferences; interviews witnesses; evaluates evidence and prepares a written report presenting the facts of the case; conducts 3rd step grievances and serves as a liaison to the agency on labor relations matters; assists the Deputy Director in the preparation of defense of employment cases).
- Serves as a lead worker over Human Resource Analysts (e.g.- plans, coordinates, assigns and reviews work; provides input into performance evaluations).
- Represents the Department in various capacities (e.g.- assists representing the County in all matters before the Human Resource Commission, EEOC, OCRC, SERB, and the Unemployment Commission; serves as contact person for staff for employee relations matters including questions on policies and procedures; represents the County in matters pertaining to labor and employment).
- Reviews all requests from department directors for replacement personnel; consults with department directors to ensure appropriate staffing levels in order to eliminate and/or correct problem areas and improve services.
- Reviews and approves requests for leaves (e.g.- FMLA, Medical Leave, Personal Leave. Etc.); ensures compliance with and must be proficient in employment regulations such as FMLA, ADA and FLSA.
- May coordinate special projects (e.g.- establishes goals and timelines; facilitates, oversees and expedites the paper flow for processing paperwork for various forms (new hire packets, promotions, FMLA forms); ensures timelines of sensitive transactions are completed in a timely manner).
- Performs miscellaneous duties (e.g.- maintains organizational structure in HRIS; oversees the administration of provisions in the collective bargaining agreements).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in human resources, labor relations or employment relations with nine years of personnel experience including three years in a supervisory capacity; or any equivalent combination of training and experience.

Additional Requirements

SPHR Certification is required upon hire.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**Physical Requirements**

- Ability to operate a variety of automated office machines including personnel computer, printer, and copier.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and apply the principles of descriptive statistics.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including employment applications, résumés, PERS applications, job audit forms, performance evaluations, grievances, transcripts of depositions, incident reports, union contracts, requests for leave and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the PERS manual, Americans with Disabilities Act (ADA) handbook, personnel policy manuals and Ohio Revised Code.
- Ability to prepare position postings, surveys, grievance reports, performance evaluations, position descriptions, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage, supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret human resource terminology and language.
- Ability to communicate with the County Human Resource Director, directors, managers, supervisors, Human Resource Commission, other County employees, 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 EXHIBIT K

Class Title:	Manager Application Design and Support	Class Number:	1053125
		Pay Grade:	15

Departments:	All departments
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Classification Function

The purpose of this classification is to plan, facilitate and manage the analysis, design, development, implementation and maintenance of major information systems for assigned application areas. This is a manager level position responsible for providing work direction, supervision and technical assistance to assigned analysts and programmers in projects and systems.

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.

- Manages major systems projects including planning, scheduling and resource allocation (e.g. – interviews prospective application development employees and provides input; assigns programmers to projects and monitors progress; determines cost estimates and target dates; performs cost-benefit feasibility, and impact analysis; monitors project progress reports; monitors time against project tasks in project tracking system; approves system and user manuals including technical, documentation and operations instructions; provides employee evaluation input to project managers on programmer performance; approves application design and development).
- Provides supervision of assigned staff (e.g. – prioritizes, assigns, reviews, and coordinates work; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; defines and provides for education and training needs; prepares employee performance evaluations as scheduled or required; responds to employee issues and concerns; interviews and recommends new hires; recommends the discipline discharge, salary increases, transfers and promotions; reviews, administers, and monitors service contracts).
- Coordinates the requirements of the user and system with the department including technical support and management personnel (e.g. – performs enterprise capacity planning; reviews collected information from users; oversees designs and system solutions under the guidance of standards; identifies alternative business solutions; approves input and output system requirements and graphic, narrative and date modeling of proposed solutions; determines hardware/software requirements; approves program specifications).
- Performs post-implementation assessment and maintenance (e.g. – consults with analysis in the development of test plan and test criteria; oversees Job Control Language and Procedures for production and test environments and analyzes clusters; performs problem resolution; allocates hierarchical and relational databases; approves program documentation according to standards; works with production control operations personnel in the implementation of programs).
- Keeps current on emerging technologies (e.g. – performs technology and software assessment; attends training; performs presentation of off-site training received or seminars attended; utilizes a variety of software and programming tools/aids).
- Develops and maintains effective working relationships with a variety of individuals within and outside the department (e.g. – attends weekly meetings with supervisor; communicates with project managers, coworkers, vendors, staff, and customers; attends and participates in staff meetings).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in information technology or computer science with five years previous experience in a data processing environment including database management. Must have knowledge of database and/or system design; or any equivalent combination of training and experience.

Additional Requirements

This classification has no special requirements.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**Physical Requirements**

- Ability to operate a variety of automated office machines including personal computers, mainframe computer, printer, monitors, modems, calculator, copier, fax machine, typewriter, and telephone.

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 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, calculate decimals and percentages, and utilize the principles of algebra, geometry and descriptive and inferential statistics.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including hardware software specifications, source materials, requests for proposals, proposals, budgets, computer periodicals, time sheets, invoices and other reports and records.
- Ability to comprehend a variety of reference books and manuals including computer software manuals including Novell, Microsoft Office and X-base and computer hardware manuals, Ohio Revised Code, Ohio Department of Jobs and Family Services manual and personnel policy manuals.
- Ability to prepare employee performance evaluations, disciplinary reports, flow charts, program data forms, procedural manuals, department reports, memos, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and discipline, to advise directors and administrators, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret computer hardware and computer software terminology and language.
- Ability to communicate effectively with directors, managers, supervisors, County Information Services Center employees, governmental agencies, other County employees, consultants and vendors.

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 EXHIBIT L

Class Title:	Recruitment & Retention Manager	Class Number:	1053634
FLSA:	Exempt	Pay Grade:	16
Dept:	Human Resources, only		

Classification Function

The purpose of this classification is to manage the County's recruitment and retention program.

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.

- Manages the County's recruiting program (e.g.- manages the design, development and implementation of processes required to attract and place employees; works with departments to develop an understanding of their staffing needs; coordinates recruiting and timeline for each vacancy; coordinates job posting; oversees applicant tracking system to identify and track a qualified pool of candidates).
- Manages County's classification and compensation plan (e.g.- develops and manages the implementation of the County's classification and compensation plan; manages administrative rules governing the classification and compensation plan; manages the integration of additional organizations into the County's plan; safeguards the integrity of the job evaluation process; reviews job audit findings and assigns employees to proper classifications; responds to job audit questions and develops job audit finding communication; confers with and reviews departmental reorganization plans; reviews establishment of new positions for appropriate classification; maintains record of final decisions regarding classification of positions and assignment of employees to classifications; coordinates salary surveys and pay structure revisions; manages development and revision of classification specifications; ensures consistency of minimum qualifications among classifications; presents findings and recommendations to the Human Resource Commission; confers on complex work problems).
- Assists the County Human Resource Director in administration of all County human resource services in compliance with Sections 124.01 - 124.64 and Chapter 325 of the Ohio Revised Code (e.g.- assists with enforcement of administrative rules for the purpose of carrying out the functions, powers and duties of the County Human Resource Department; interprets personnel policies and procedures).
- May supervises lower level human resource staff (e.g.- plans, coordinates, assigns and reviews work; evaluates performance; responds to employee problems; maintains work standards; provides instruction and training; recommends selection, transfer, promotion, or discipline of employees; evaluates performance; reviews and approves requests for leave).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in personnel administration, human resources or related field with ten years of human resource experience including three years in a supervisory capacity; 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 personal computer, printer, copier and fax machine.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages and apply the principles of descriptive statistics.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including employment applications, résumés, classification specifications, job audit forms, performance evaluations, requests for leave and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the PERS manual, Americans with Disabilities Act (ADA) handbook, job classification book, personnel policy manuals and Ohio Revised Code.
- Ability to prepare position postings, surveys, performance evaluations, job audit reports, classification specifications, position descriptions, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage, supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret human resource terminology and language.
- Ability to communicate with the County Executive, County Human Resource Director, directors, managers, supervisors, Human Resource Commission, Department of Administrative Services, State Personnel Board of Review, other County employees, other elected officials 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 EXHIBIT M

Class Title:	Senior Contract Coordinator	Class Number:	1052141
		Pay Grade:	7

Departments:	Clerk of the Board, only
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Classification Function

The purpose of this classification is to serve as a lead worker over the Contract Coordinator and review and recommend revisions to contracts, contract amendments, and agreements for compliance to relevant statutes and Commissioners' 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.

- Functions as lead worker over lower level Contract Coordinator (e.g.- assigns work and reviews completed work assignments; provides job training and instruction).
- Reviews and recommends revisions to contracts, contract amendments, and agreements for compliance to relevant statutes and Commissioners' policies and procedures. (e.g.- receives all contract documents submitted for consideration by the Board of County Commissioners; reviews contracts for completeness and compliance to relevant statutes, policies and procedures; reviews Board actions for completeness and submits to the Clerk of the Board to comply with established deadlines; maintains contracts that are complete and correct for processing; ensures that sufficient appropriations are available; submits contract documents to County Auditor for encumbrance of funds; submits contract documents to County Prosecutor for legal review; submits contract amendments to County Auditor; notarizes documents as required).
- Reviews established policies of the Board of County Commissioners to ensure compliance (applies five percent rule on all construction contract amendments to ensure proper authority; reviews procurement requirements including sole source, state contract, competitive bidding, request for proposals; ensures ADP Board approval as required).
- Functions as the liaison between the department, Office of the Clerk of the Board, County Auditor and County Prosecutor.
- Prepares and maintains contract database for Board of County Commissioners (e.g.- prepares weekly list of contract awards; prepares weekly contract list with detailed vendor information; updates contract database with all contract activity for permanent record).
- Produces typed copy of documents (e.g. - types letters, memos, correspondence, vouchers, requisitions, specifications, lease agreements and contract documents using typewriter or word processing equipment from draft copy or taped dictation; uses Microsoft Windows products produce and edit documents and reports; edits document to correct errors by reading document and/or applying editing software; submits letters for proofreading and signature; maintains copy files of documents; maintains computer back-up files of documents when applicable).
- Maintains database of vendor insurance and workers compensation expiration dates and notifies vendor of same.
- Provides technical assistance to departments related to contract processing policies and procedures.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in legal administration with three years of related experience; or any equivalent combination of training and experience.

Additional Requirements

Must maintain Notary designation.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**Physical Requirements**

- Ability to operate a variety of automated office machines including personal computer, typewriter, calculator, copier, fax and telephone.

Supervisory Responsibilities

- Ability to assign, review and coordinate the work of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including contracts, contract amendments, agreements, insurance forms, resolutions, workers compensation forms, contract encumbrance vouchers, bid tabulation sheets, contract evaluation forms.
- Ability to comprehend a variety of reference books and materials including contract manuals, Ohio Revised Code and Request for Proposal manuals
- Ability to prepare letters, contract-related reports, 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 communicate effectively with Director, supervisors, elected officials, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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County Council of Cuyahoga County, Ohio

Resolution No. R2018-0132

<p>Sponsored by: Councilmembers Baker, Brady and Miller</p> <p>Co-sponsored by: Councilmember Gallagher</p>	<p>A Resolution authorizing a Community Development Fund grant in the amount of \$1,100,000.00 to City of Rocky River for the benefit of the Bradstreet’s Landing Park Fishing Pier Reconstruction Project, located at 22400 Lake Road in the City of Rocky River; authorizing County Council Staff to prepare all documents to effectuate said grant; authorizing the County Executive to execute all documents consistent with said grant and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Council desires to provide a Community Development Fund grant, which is funded from Casino Revenue, in the amount of \$1,100,000.00 to City of Rocky River for the benefit of the Bradstreet’s Landing Park Fishing Pier Reconstruction Project, located at 22400 Lake Road in the City of Rocky River; and

WHEREAS, the Cuyahoga County Code Section 709.02(A) states that funds in the Community Development Fund may be used to “promote economic and community development in any area of Cuyahoga County;” and

WHEREAS, the City of Rocky River has created a plan for reconstruction of the Bradstreet’s Landing Park Fishing Pier and the surrounding areas with a total estimated project cost of \$2,400,000.00 to reconstruct the pier; and

WHEREAS, the primary goal of this project is to contribute to the enhancement of a municipally-owned community amenity in collaboration with a municipal partner; and

WHEREAS, the project will be funded from the Community Development Fund, which is funded from Casino Revenue, and is located in County Council District 1; 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 a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes a Community Development Fund grant in the amount of \$1,100,00.00 to City of Rocky River for the benefit of the Bradstreet's Landing Park Fishing Pier Reconstruction Project, located at 22400 Lake Road in the City of Rocky River.

SECTION 2. That County Council staff is authorized to prepare all documents to effectuate said grant.

SECTION 3. That the County Executive is authorized to execute all necessary agreements and documents consistent with said grant and this Resolution.

SECTION 4. This Resolution shall sunset twelve (12) months after County Council approval should the authorized action have not occurred by that date. In the event this Resolution sunsets prior to the authorized action taking place, the Clerk of Council shall be notified in writing. The Clerk of Council shall record the sunseting of this Resolution in the Council's journal.

SECTION 5. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 6. 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: June 26, 2018

Committee(s) Assigned: Community Development

Committee Report/Second Reading: July 24, 2018

Journal CC031
August 7, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0165

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2018/2019 Biennial Operating Budget for 2018 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; amending Resolution Nos. R2018-0068 dated 3/27/2018 and R2018-0133 dated 6/26/2018 to reconcile appropriations for 2018; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 12, 2017, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2018/2019 (Resolution No. R2017-0182) establishing the 2018/2019 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2018 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 2018/2019 Biennial Operating Budget for 2018 be amended to provide for the following additional appropriation increases and decreases:

Fund Nos./Budget Accounts

Journal Nos.

A.	40A526 – ODOT – LPA			BA1803064
	CE785006 – ODOT - LPA			
	Personal Services	\$	(0.03)	
	Other Expenses	\$	(8,377.06)	
	Capital Outlays	\$	(5,173,129.47)	

The appropriation reduction would remove appropriation from Ohio Department of Transportation projects that have been completed. Those projects that have positive or negative cash balances have cash transfer requests to eliminate those cash balances on this fiscal agenda - document JT1803065. Funding comes from reimbursements from Ohio Department of Transportation.

B.	20A625 – Solid Waste District-Admin			BA1809111
	SM522466 – Solid Waste District-Admin			
	Other Expenses	\$	(1,166.82)	

The Office of Budget and Management on behalf of Solid Waste District requests appropriation reduction following decertification of the travel contract. Previously departments directly encumbered funds within the travel contract, this practice has changed to place the travel contract within the Fiscal Office and charge agencies as expenses are accrued.

C.	24A635 – EC – Invest in Children - PA			BA1809112
	EC451484 – Early Childhood Admin Serv			
	Other Expenses	\$	(2,859.70)	

The Office of Budget and Management on behalf of Early Childhood requests appropriation reduction following decertification of the travel contract. Previously departments directly encumbered funds within the travel contract, this practice has changed to place the travel contract within the Fiscal Office and charge agencies as expenses are accrued.

D.	24A640 – FCFC Public Assistance			BA1809113
	FC451492 – Family and Children First Council PA			
	Other Expenses	\$	(4,000.00)	

The Office of Budget and Management on behalf of Family and Children First Council requests appropriation reduction following decertification of the travel contract. Previously departments directly encumbered funds within the travel contract, this practice has changed to place the travel contract within the Fiscal Office and charge agencies as expenses are accrued.

E.	01A001 – General Fund			BA1809114
	IG030411 – Inspector General			
	Other Expenses	\$	(2,500.00)	

The Office of Budget and Management on behalf of the Agency of the Inspector General requests appropriation reduction following decertification of the travel contract. Previously

departments directly encumbered funds within the travel contract, this practice has changed to place the travel contract within the Fiscal Office and charge agencies as expenses are accrued.

F.	01A001 – General Fund		BA1809115
	BE474064 – Election Administration		
	Other Expenses	\$	(1,689.36)

The Office of Budget and Management on behalf of the Board of Elections requests appropriation reduction following decertification of the travel contract. Previously departments directly encumbered funds within the travel contract, this practice has changed to place the travel contract within the Fiscal Office and charge agencies as expenses are accrued.

G.	30A924 – Sales Tax Bonds		BA1809116
	DS039917 – 2017 Sales Tax Bonds		
	Other Expenses	\$	3,952,143.88

Office of Budget and Management requests additional appropriation for debt service on the 2017 Sales Tax Bonds for Quicken Loans Arena Transformation. Appropriation is to make additional contribution payments due as part of the Trust Indenture. County contribution of \$1.5 million from the 0.25 Sales Tax Fund and \$369,451.51 of incremental sales tax generated at the arena during 2017. Destination Cleveland's Bed Tax contribution of \$1.5 million withheld by the County during 2018. Final \$332,692.37 represents the difference between Playoff Admissions Tax collections and sales tax withholding by trustee.

H.	01A001 – General Fund		BA1809117
	SU515346 – General Fund Operating Subsidies		
	Other Expenses	\$	628,253.58

Office of Budget and Management requests appropriation increase for cash transfer JT1809118 from the General Fund to the 2017 Sales Tax Bonds, series B to make contribution to debt service for 2018. The County has pledged Cavaliers playoff admissions taxes and additional incremental sales tax generated at the arena. Playoff admissions taxes totaled \$1,952,979.68 during 2018, this amount is larger than the sales tax being withheld as structured within the Bond Indenture, \$1,620,287.31, and will require this additional supplemental payment. The incremental sales tax totaled \$369,451.51 for 2017, (\$295,561.21 from the 1%) Cavaliers will prepare quarterly statements moving forward.

I.	24A635 – EC-Invest in Children-PA		BA1809119
	EC451443 – Health and Safety		
	Other Expenses	\$	516,627.00

Office of Budget and Management on behalf of the Office of Early Childhood - Invest in Children requests additional appropriation for the First Year Cleveland MomsFirst expansion and forthcoming contract amendment. This expansion is funded on reimbursement basis from Medicaid funds through Case Western Reserve University as First Year Cleveland's fiscal agent. Total contract not to exceed as will be amended \$1,508,832, funding sources, \$733,892 (\$366,946 per year) HHS Levy and \$774,940 Medicaid reimbursement.

J.	20D448 – Casino Tax Revenue Fund		BA1812138
	DV520791 – Casino Tax Revenue Fund		
	Other Expenses	\$	1,100,000.00

The Office of Budget Management is requesting an appropriation increase of \$1,100,000.00 in the Community Development Fund (also known as the Casino Tax Revenue Fund). This is for providing appropriation for the Rocky River (Bradstreet Landing) project approved by County Council (R2018-0132) on 9-Jul-18. Funding is provided from the State of Ohio for Casino Tax Revenue Fund via Casino Tax Revenue Quarterly Payments. This fund currently has a cash balance including encumbrances (as of 19-Jul-18) of \$2.1 million (\$7.4 million Existing Cash Balance minus \$5.3 in existing encumbrances).

K. 20A288 – Social Impact Financing Fund	BA1813575
SF515288 – Social Impact Financing Fund	
Other Expenses	\$ 1,000,000.00

Requesting appropriations to satisfy an agreed upon obligation to award community partners based on benchmarks as stated in the agreement for an encumbrance for 2017 which was not initiated.

L. 40A069 – Capital Projects	BA1815121
CC769331 – City Police H.Q. Build-out	
Capital Outlays	\$ 1,100,000.00

To increase appropriations for the space build-out and building assessment for the City of Cleveland Police HQ Building. Cuyahoga County Council has entered into an agreement with the City of Cleveland to Purchase the Building (R2017-0103) located at 1300 Ontario Street, and work needs to be done to allow staff and crime labs to be moved into the building. Total Project estimated cost to rebuild is \$6,200,000 where \$4,500,000 has already been appropriated, and \$3,000,000 has been expended. This additional appropriation will cover the next phase of the project, leaving \$600,000.00 to appropriate in the future. This project is on the 2017 CIP and is funded by the General Fund Reserves.

M. 40A099 – Maintenance Projects	BA1815123
CC769554 – 2018/2019 Countywide Painting Contract	
Other Expenses	\$ 100,000.00

To setup a project for the 2018/2019 Painting Contract. This will allow the County to have a painting contractor under contract to provide painting services throughout the County. It is a two-year contract for an estimated cost of \$300,000.00, but only \$100,000.00 is needed at this time. The remaining appropriations will be requested at a later date when needed. The funding comes from the Capital Improvement General Fund Subsidy and is on the approved 2018 CIP.

SECTION 2. That the 2018/2019 Biennial Operating Budget for 2018 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 40A069 – Capital Projects	BA1800026
CC768374 – Courts Tower Sealant Replacement	
Capital Outlays	\$ 50,000.00

TO: 40A069 – Capital Projects
 CC768374 – Courts Tower Sealant Replacement
 Personal Services \$ 50,000.00

To transfer appropriations to salary and fringes for Project 069008/JC01 Courts Tower Sealant Façade Replacement and Repair to post trade payroll.

B. FROM: 01A001 – General Fund **BA1803070**
 DV014225 – Regional Collaboration
 Personal Services \$ 5,000.00

TO: 01A001 – General Fund
 DV014225 – Regional Collaboration
 Other Expenses \$ 5,000.00

The Department of Regional Collaboration had both of its staff vacant for half of 2018. The new Director would like to use some of the salary surplus for professional development. Funding comes from the General Fund.

SECTION 3. That the 2018/2019 Biennial Operating Budget for 2018 be amended to provide for the following cash transfers between County funds:

Fund Nos./Budget Accounts **Journal Nos.**

A. FROM: 01A001 – General Fund **JT1801505**
 HR018028 – Employee Benefits – General Fund
 Transfer Out \$ 216,000.00

TO: 80P237 – RTA Monthly Pass
 ND509026 – RTA Monthly Pass
 Revenue Transfer \$ 216,000.00

A cash transfer is being requested to fund the RTA Subsidy account that provides monthly bus passes to County employees. Funding is provided by the General Fund.

B. FROM: 40A526 – ODOT – LPA **JT1803066**
 CE785006 – ODOT - LPA
 Transfer Out \$ 1,607,646.31

TO: 26A650 – \$5.00 Road Capital Improvements
 CE418053 – Cty Eng - \$5 Lic Tax Fund
 Revenue Transfer \$ 1,365,449.53

26A651 – \$7.50 R & B Registration Tax
 CE417477 – \$7.50 Lic Tx Fnd Cap Imp
 Revenue Transfer \$ 242,196.78

The request would move remaining cash from closed ODOT projects to the Road & Bridge operating fund. Funding came from ODOT reimbursements and matches from the Road & Bridge operating fund.

C.	FROM: 01A001 – General Fund		JT1809118
	SU515346 – General Fund Operating Subsidies		
	Transfer Out	\$	628,253.58
	TO: 30A924 – Sales Tax Bonds		
	DS039917 – 2017 Sales Tax bonds		
	Revenue Transfer	\$	628,253.58

Office of Budget and Management requests subsidy transfer from the General Fund to the 2017 Sales Tax Bonds, series B to make contribution to debt service for 2018. The County has pledged Cavaliers playoff admissions taxes and additional incremental sales tax. Playoff admissions tax totaled \$1,952,979.68 during 2018, this amount is larger than the sales tax being withheld as structured within the Bond Indenture, \$1,620,287.31, and will require this additional supplemental payment. The additional incremental sales tax totaled \$369,451.51 for 2017 and is proportioned as collected between the 1% (\$295,561.21) and 0.25% (\$73,890.30) funds.

D.	FROM: 29A392 – Health & Human Services Levy 3.9		JT1810768
	SU514729 – Alcohol Drug Addiction Mental Health 3.9		
	Transfer Out	\$	19,681,829.50
	TO: 20A317 – ADAMHSBCC (as of 07/01/2009)		
	MH431056 – BH – Administrative Oper Budget		
	Revenue Transfer	\$	19,681,829.50

This Subsidy is for the 2018 third and fourth quarter support of the Alcohol Drug Addiction Mental Health Board based on the amount approved in the 2018 budget (R2017-0182). Funding comes from HHS Levy.

E.	FROM: 01A001 – General Fund		JT1815124
	SU514141 – Capital Improvement Subsidy		
	Transfer Out	\$	439,712.23
	TO: 40A069 – Capital Projects		
	CC768374 – Courts Tower Sealant Replacement		
	Revenue Transfer	\$	57,042.69
	40A069 – Capital Projects		
	CC769075 – BOE Fire Alarm System Upgrade		
	Revenue Transfer	\$	8,623.55
	40A069 – Capital Projects		
	CC768861 – Roof Replacement – Old Courthouse		
	Revenue Transfer	\$	43,870.08
	40A069 – Capital Projects		
	CC769026 – Old Courthouse Roof Drains		
	Revenue Transfer	\$	11,689.19

40A069 – Capital Projects		
CC769166 – Admin Building Projects		
Revenue Transfer	\$	2,080.26
40A069 – Capital Projects		
CC769216 – HHS Fit Study		
Revenue Transfer	\$	15,013.75
40A069 – Capital Projects		
CC769182 – 2017 General A/E Services		
Revenue Transfer	\$	15,245.40
40A069 – Capital Projects		
CC769224 – Bedford Jail Renovation		
Revenue Transfer	\$	684.40
40A069 – Capital Projects		
CC769257 – Animal Shelter HVAC Repair/Replacement		
Revenue Transfer	\$	7,357.92
40A069 – Capital Projects		
CC769265 – Countywide Fire Dampers Project		
Revenue Transfer	\$	44,300.00
40A069 – Capital Projects		
CC769315 – Old Courthouse HVAC/Chiller Project		
Revenue Transfer	\$	18,955.00
40A069 – Capital Projects		
CC769380 – RTA Harvard Garage Buildout/Consolidation		
Revenue Transfer	\$	87,250.00
40A069 – Capital Projects		
CC769414 – RPA Land Acquisition at County Airport		
Revenue Transfer	\$	127,599.99

Request to transfer cash from the General Fund to various capital projects for expenditures that posted during the month of July.

SECTION 4. That certain items approved in Resolution No. R2018-0068 dated March 27, 2018 and Resolution No. R2018-0133 dated June 26, 2018 be rescinded as follows to reconcile appropriations for 2018 in the County’s financial system:

Resolution No. R2018-0068 dated 3/27/2018:

Original Item to be Rescinded – Section 1

Fund Nos./Budget Accounts

Journal Nos.

I. 01A004 – .25% Sales Tax Fund		BA1809061
MI512699 – .25% Sales Tax		
Other Expenses	\$ 1,000,000.00	

Appropriation increase to allow cash transfer (JT1809061) for General Fund reimbursement of debt service paid to the 2017 Q Arena Bonds (Destination Cleveland). Please see JT1809062 in Section 3 of this agenda.

Resolution No. R2018-0068 dated 3/27/2018:

Original Item to be Rescinded – Section 3

Fund Nos./Budget Accounts

Journal Nos.

E. FROM: 01A004 – .25% Sales Tax Fund		JT1809062
MI512699 – .25% Sales Tax		
Transfer Out	\$ 1,000,000.00	
TO: 01A001 – General Fund		
ND508515 – Non-Departmental Revenue GF		
Revenue Transfer	\$ 1,000,000.00	

Cash transfer from .25% Fund to General fund of withheld Destination Cleveland Bed Tax. This represents Destination Cleveland's contribution to 2017 Q Arena Bonds per Amended Bed Tax Agreement.

Resolution No. R2018-0133 dated 6/26/2018:

Original Item to be Rescinded – Section 1

Fund Nos./Budget Accounts

Journal Nos.

D. 40A526 – ODOT – LPA		BA1803060
CE785006 – ODOT - LPA		
Capital Outlays	\$ (10,827,047.00)	

To remove appropriation from closed Ohio Department of Transportation projects. Each project has \$0 cash. Funding comes from reimbursements through the Ohio Department of Transportation.

SECTION 5. That certain items approved in Resolution No. R2018-0068 dated March 27, 2018 be corrected as follows to reconcile appropriations for 2018 in the County’s financial system:

Resolution No. R2018-0068 dated 3/27/2018:

Original Item to be Corrected – Section 1

Fund Nos./Budget Accounts

H. 01A004 – .25% Sales Tax Fund		BA1809059
MI512699 – .25% Sales Tax		
Other Expenses	\$	1,500,000.00

Appropriation increase to allow cash transfer (JT1809060) for General Fund reimbursement of debt service paid to the 2017 Q Arena Bonds (0.25% Fund). Please see JT1809060 in Section 3 of this agenda.

Corrected Item – Section 1

Fund Nos./Budget Accounts

Journal Nos.

H. 01A004 – .25% Sales Tax Fund		BA1809059
SU515361 – General Fund .25% Sales Tax Fd Subsidies		
Other Expenses	\$	1,573,890.30

Appropriation increase to allow subsidy transfer (JT1809060) to the 2017 Sales Tax - Q Arena Bonds for payment of the County's \$1.5 million 2018 0.25% contribution and the additional incremental sales tax generated at the arena in 2017 totaling \$369,451.51. The additional incremental sales tax is proportioned as collected between 1% (\$295,561.21) and 0.25% (73,890.30) sales tax funds.

Resolution No. R2018-0068 dated 3/27/2018:

Original Item to be Corrected – Section 3

Fund Nos./Budget Accounts

Journal Nos.

D. FROM: 01A004 – .25% Sales Tax Fund		JT1809060
MI512699 – .25% Sales Tax		
Transfer Out	\$	1,500,000.00
TO: 01A001 – General Fund		
ND508515 – Non-Departmental Revenue GF		
Revenue Transfer	\$	1,500,000.00

Cash transfer from .25% Fund to General fund representing general fund reimbursement of debt service paid toward 2017 Q Arena Bonds. This is reimbursement for \$1.5 million County contribution payment that will be withheld out of sales tax revenue by trustee along with Q Arena bond debt service.

Corrected Item – Section 3

Fund Nos./Budget Accounts

Journal Nos.

D. FROM: 01A004 – .25% Sales Tax Fund			JT1809060
SU515361 – General Fund .25% Sales Tax Fd Subsidies			
Transfer Out	\$	1,573,890.30	
TO: 30A924 – Sales Tax Bonds			
DS039917 – 2017 Sales Tax Bonds			
Revenue Transfer	\$	1,573,890.30	

Office of Budget and Management requests subsidy transfer to the 2017 Sales Tax - Q Arena Bonds for payment of the County's \$1.5 million 2018 0.25% contribution and the additional incremental sales tax generated at the arena in 2017 totaling \$369,451.51. The additional incremental sales tax is proportioned as collected between 1% (\$295,561.21) and 0.25% (73,890.30) sales tax funds.

SECTION 6. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 7. 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 CC031
August 7, 2018



TO: Jeanne Schmotzer, Clerk of County Council
FROM: Maggie Keenan, Office of Budget and Management
CC: Dennis Kennedy, Fiscal Office; Mary Louise Madigan, Communications
DATE: August 30, 2018
RE: Fiscal Agenda – 8-7-2018 Council Meeting

The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **August 7, 2018**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, are necessary to cover expenses. Items of note on this agenda include:

- Appropriation reductions in various agency/department budgets following the liquidation of prior year encumbrances. Fiscal Office policy is to reduce appropriation that results from liquidating encumbrances from prior years so that the current year budget remains consistent with what was approved by County Council.
- Appropriation increase in the General Fund to satisfy the County's contribution toward the Series 2017B Sales Tax Bonds for the Q Arena Transformation project. The County pledged all Playoff-related Admissions Taxes, which exceeded what was assumed in the budget by more than \$330,000. Please note that Admissions Tax revenue, including that which is generated in Playoff games, is transferred to the trustee to support debt service on the 1992 Gateway bonds, which offsets what is needed from the County's General Fund to satisfy debt service.
- Appropriation increase totaling \$1.1 million for the Bradstreet Landing project in Rocky River, approved by County Council on July 9th (2018-0132). Funding for this project comes from the Community Development Fund, which derives revenue from the casino taxes.
- Appropriation increase in the Social Impact Financing Fund to support the 2017 encumbrance. The County committed \$5 million – in annual installments of \$1 million – toward the Social Impact project in HHS/Children and Family Services. OBM transferred the cash from the HHS Levy Fund into the Social Impact Financing Fund in 2017, but the funds were not certified on the encumbrance. This request does not impact the HHS Levy Fund in 2018, it simply obligates the cash already in the Fund in an encumbrance. 2018 is the last year of this project.
- To reconcile appropriation levels (Section 1 and Section 4) to properly record the County's debt service on the outstanding Sales Tax Revenue Bonds (Series 2014, Series 2016, and Series 2017). Currently debt service on these bonds is not reflected in the County's budget reports as debt service is withheld from the County's monthly sales tax distribution by the trustee prior to remitting the remaining sales tax revenue to the County. On the revenue side, the County has always reflected only *net* Sales Tax revenue – which is the amount of revenue collected *after* deducting for debt service on the outstanding bonds. You will note that in the Monthly Updates, gross and net Sales Tax are reported separately. This request is necessary to correct past practice

and enable us to record gross Sales Tax – the total amount generated in the County – and debt service payments. This will result in more accurate, transparent, and comprehensive financial reports.

As always, if you have any questions or need additional information, please do not hesitate to contact me at either 216-443-8191 or mkeenana@cuyahogacounty.us, I am happy to discuss in more detail. Thank you!

Additional Appropriation Summary – Additional appropriation is requested when to cover expenditures that exceeds the original estimate and must be supported by a revenue source. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or decertification of an encumbrance.

Department	Amount Requested	Funding Source
Debt Service	\$4,580,397.46	Special Revenue – General Fund Impact
Development	\$1,100,000.00	Special Revenue – No General/HHS Levy Fund Impact
Elections	(\$1,689.36)	General Fund
HHS/Early Childhood	(\$2,859.70)	Special Revenue – HHS Levy Fund Impact
HHS/Family & Children First	(\$4,000.00)	Special Revenue – HHS Levy Fund Impact
HHS/Social Impact Financing	\$1,000,000.00	Special Revenue – HHS Levy Fund Impact
Inspector General	(\$2,500.00)	General Fund
Non-Departmental	\$332,692.40	General Fund
Public Works/Facilities	\$100,000.00	Special Revenue – General Fund Impact
Public Works/Road & Bridge	(\$5,181,506.56)	Special Revenue – No General/HHS Levy Fund Impact
Solid Waste District	(\$1,166.82)	Special Revenue – No General/HHS Levy Fund Impact

Appropriation Transfer Summary – Transfers between budget accounts in the same fund or between different resolution categories within the same budget account.

Department	Amount Transferred	Funding Source
Public Works/Facilities	\$50,000.00	Special Revenue – General Fund
Regional Collaboration	\$5,000.00	General Fund

Cash Transfer Summary – Operating transfers support operating expenditures transfer cash from one fund to another. Transfers post as an expenditure and sufficient appropriation must be available to process the transaction.

Department	Amount Transferred	Funding Source
Debt Service	\$332,692.40	Special Revenue – General Fund
Public Works/Road & Bridge	\$3,215,292.62	Special Revenue – No General/HHS Levy Fund Impact
Subsidies	\$439,754.79	General Fund
Subsidies	\$19,681,829.50	HHS Levy Fund

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0166

Sponsored by: County Executive Budish/Department of Development	A Resolution making an award on RQ42329 to Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$526,188.17 for administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma for the period 4/1/2018 - 9/30/2019; 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.
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WHEREAS, the County Executive/Department of Development has recommended an award on RQ42329 to Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$526,188.17 for administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma for the period 4/1/2018 - 9/30/2019; and

WHEREAS, the primary goal of this project is the administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma; and

WHEREAS, the funding for this project is from federal Home Investments Partnership Program (HOME Program); 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 a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ42329 to Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$526,188.17 for administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma for the period 4/1/2018 - 9/30/2019.

SECTION 2. That the County Executive is 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 for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed 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 _____
_____, 2018

Item No. 1

Department of Development

First time homebuyer down payment assistance.

Item delayed due to necessity to verify HUD funding availability. Review is complete and HUD funding has been verified. Will submit earlier the next time. This increases homebuyer opportunity. This will be used in Cuyahoga Urban County and the City of Parma

Office of Procurement and Diversity Tabulation Sheet

REQUISITION NUMBER: DV-18-42329	TYPE: (RFB/RFP/RFQ): RFP	ESTIMATE: \$526,188.00
CONTRACT PERIOD: 18 months	RFB/RFP/RFQ DUE DATE: May 14, 2018	NUMBER OF RESPONSES 16issued/1 submitted
REQUESTING DEPARTMENT: Department of Development	COMMODITY DESCRIPTION: Down Payment Assistance Program	
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0 %	DIVERSITY GOAL/WBE 0 %
Does CCBB Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CCBB: Low Non-CCBB Bid\$:	Add 2%, Total is:
Does CCBEIP Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid \$:	Add 2%, Total is:
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Minus \$, =
PRICE PREF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PREF \$	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No

#	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:	Dept. Tech. Review	Award: (Y/N)														
1.	Neighborhood Housing Services of Greater Cleveland, Inc. 5700 Broadway Avenue Cleveland, OH 44127	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A IG Registration Complete: <input type="checkbox"/> Yes <input type="checkbox"/> No IG Number: 12-2006 NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">SBE Subcontractor Name:</td> <td style="width: 50%;"></td> </tr> <tr> <td>SBE Prime: (Y/N)</td> <td><input type="checkbox"/>Yes <input type="checkbox"/>No</td> </tr> <tr> <td>Total SBE %</td> <td></td> </tr> <tr> <td>SBE Comply: (Y/N)</td> <td><input type="checkbox"/>Yes <input type="checkbox"/>No</td> </tr> <tr> <td>SBE Comments and Initials:</td> <td></td> </tr> <tr style="background-color: #cccccc;"> <td colspan="2"></td> </tr> <tr> <td>SBE Subcontractor Name:</td> <td></td> </tr> </table>	SBE Subcontractor Name:		SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Total SBE %		SBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Comments and Initials:				SBE Subcontractor Name:			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
SBE Subcontractor Name:																							
SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No																						
Total SBE %																							
SBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No																						
SBE Comments and Initials:																							
SBE Subcontractor Name:																							

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:	Dept. Tech. Review	Award: (Y/N)								
				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A			<table border="1"> <tr> <td data-bbox="1327 315 1553 391">SBE Prime: (Y/N)</td> <td data-bbox="1553 315 2085 391"> <input type="checkbox"/> Yes <input type="checkbox"/> No </td> </tr> <tr> <td data-bbox="1327 391 1553 428">Total SBE %</td> <td data-bbox="1553 391 2085 428"></td> </tr> <tr> <td data-bbox="1327 428 1553 505">SBE Comply: (Y/N)</td> <td data-bbox="1553 428 2085 505"> <input type="checkbox"/> Yes <input type="checkbox"/> No </td> </tr> <tr> <td data-bbox="1327 505 1553 581">SBE Comments and Initials:</td> <td data-bbox="1553 505 2085 581"></td> </tr> </table>	SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Total SBE %		SBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Comments and Initials:			
SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No																
Total SBE %																	
SBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No																
SBE Comments and Initials:																	

Transaction ID:

RFP 42329	DOWNPAYMENT ASSISTANCE PROGRAM		
Review Team Scoring and Funding Recommendations		Funds Available:	\$526,188.17
Item	Max Pts.	Neighborhood Housing Services of Greater Cleveland, Inc.	
Solution	5	5	
Scope	10	10	
Project Management	40	38	
Outcomes	15	12	
Schedule	5	5	
Qualifications	10	10	
Subtotal	85	80	
Budget	15	15	
Program Total	100	95	
Funding Request			
Funding Recommended			
Services Funded		Down Payment Assistance	

CONTRACT HISTORY/EVALUATION FORM

Contractor						Neighborhood Housing Services of Greater Cleveland, Inc									
Contract/Agreement No.						CE1700144									
RQ#						39282									
Time Period of Original Contract						5/1/2017-4/30/2018									
Background Statement						Down payment Assistance									
Service Description						Down payment Assistance to income eligible homebuyers.									
						Original Amount		Amendment Amount		Amended End Date		Approval Date		Approval #	
Original Contract/Agreement Amount						\$478,283.00						8/14/2017		BC2017-593	
Prior Amendment Amounts (List separately)															
Pending Amendment															
Total Amendment(s)															
Total Contract Amount						\$478,283.00									
Performance Indicators						Provide Down payment assistance to income eligible homebuyers.									
Actual performance versus performance indicators (include statistics):						Provide Down payment assistance to income eligible homebuyers.									
Rating of Overall Performance of Contractor						Superior		Above Average		Average		Below Average		Poor	
Select One (X)										x					
Justification of Rating						Contract performed as expected.									
Dept. Contact						Sara Parks Jackson									
User Dept.						Development									
Date						6/1/2018									

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0167

Sponsored by: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Corrections Planning Board	A Resolution authorizing a contract with Passages Connecting Fathers and Sons, Inc. in the amount not-to-exceed \$860,707.39 for implementation of the Cognitive Behavioral Interventions for Offenders Seeking Employment Program for the period 4/1/2018 - 6/30/2019; 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 on behalf of Cuyahoga County Court of Common Pleas/Corrections Planning Board has recommended a contract with Passages Connecting Fathers and Sons, Inc. in the amount not-to-exceed \$860,707.39 for implementation of the Cognitive Behavioral Interventions for Offenders Seeking Employment Program for the period 4/1/2018 - 6/30/2019; and

WHEREAS, the goal of this project is to implement the Cognitive Behavioral Interventions for Offenders Seeking Employment Program targeting moderate and high-risk level offenders who are unemployed or underemployed; 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 a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes a contract with Passages Connecting Fathers and Sons, Inc. in the amount not-to-exceed \$860,707.39 for implementation of the Cognitive Behavioral Interventions for Offenders Seeking Employment Program for the period 4/1/2018 - 6/30/2019.

SECTION 2. That 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 for the usual daily operation of the County and the reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members

Item No. 3**Corrections Planning Board**

The purpose of this project is to reduce the number of offenders remanded to the Ohio Department of Rehabilitation and Corrections with Cognitive Behavioral Interventions and job placement for probationers.

The approach will result in a reduction of the number of offenders, both male and female, with F4 and F5 offenses remanded to the ODRC. The goal is to provide cognitive behavior interventions, vocational counseling in order to teach individuals how to identify and manage high risk situations related to obtaining and maintaining successful employment. Research of best practice approaches to offenders maintaining meaningful employment and statistics from the National Institute of Justice. This will be used at Common Pleas Court and Adult Probation Department.

A fair evaluation was completed. Presentation, experience and proposals were made to the Corrections Planning Board and Common Pleas Court. The vendor who showed the highest success rate for offenders was chosen.

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0146

Sponsored by: County Executive Budish/Department of Human Resources	A Resolution authorizing an amendment to Contract No. CE1500334-01 with Union Eye Care, Inc. for vision insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$80,000.00; 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.
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WHEREAS, the County Executive/Department of Human Resources has recommended an amendment to Contract No. CE1500334-01 with Union Eye Care, Inc. for vision insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$80,000.00; and

WHEREAS, the primary goal of this project is to provide vision insurance for County employees and their eligible dependents; and

WHEREAS, the project is funded by the Hospitalization Regular Insurance Fund; 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 a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. CE1500334-01 with Union Eye Care, Inc. for vision insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$80,000.00.

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0147

Sponsored by: County Executive Budish/Department of Human Resources	A Resolution authorizing an amendment to Contract No. CE1500335-01 with Vision Service Plan for vision insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$635,000.00; 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.
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WHEREAS, the County Executive/Department of Human Resources has recommended an amendment to Contract No. CE1500335-01 with Vision Service Plan for vision insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$635,000.00; and

WHEREAS, the primary goal of this project is to provide vision insurance for County employees and their eligible dependents; and

WHEREAS, the project is funded by the Hospitalization Regular Insurance Fund; 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 a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. CE1500335-01 with Vision Service Plan for vision insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$635,000.00.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed 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: July 10, 2018
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal CC031
August 7, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0148

<p>Sponsored by: County Executive Budish/Department of Human Resources</p>	<p>A Resolution authorizing an amendment to Contract No. CE1500337-01 with The Guardian Life Insurance Company of America for dental insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$3,100,000.00; 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.</p>
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WHEREAS, the County Executive/Department of Human Resources has recommended an amendment to Contract No. CE1500337-01 with The Guardian Life Insurance Company of America for dental insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$3,100,000.00; and

WHEREAS, the primary goal of this project is to continue to provide dental insurance for county employees and eligible family members; and

WHEREAS, the project is funded by the Hospitalization Regular Insurance Fund; 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 a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. CE1500337-01 with The Guardian Life Insurance Company of America for dental insurance for County employees and their eligible dependents for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$3,100,000.00.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed 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: July 10, 2018
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal CC031
August 7, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0149

Sponsored by: County Executive Budish/Department of Human Resources	A Resolution authorizing an amendment to Contract No. CE1500350-01 with The Guardian Life Insurance Company of America for group life, voluntary life and accidental death insurance for County employees for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$1,820,000.00; 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.
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WHEREAS, the County Executive/Department of Human Resources has recommended an amendment to Contract No. CE1500350-01 with The Guardian Life Insurance Company of America for group life, voluntary life and accidental death insurance for County employees for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$1,820,000.00; and

WHEREAS, the primary goal of this project is to continue to provide group life, voluntary life and accidental death insurance for County employees; and

WHEREAS, the project is funded by the Hospitalization Employee Deferral Fund; 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 a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. CE1500350-01 with The Guardian Life Insurance Company of America for group life, voluntary life and accidental death insurance for County employees for the period 1/1/2016 - 12/31/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$1,820,000.00.

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0157

Sponsored by: County Executive Budish/Department of Public Works	A Resolution fixing the 2019 water, storm and sanitary sewer maintenance and/or sewerage treatment rates for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/County Sanitary Engineer recommends fixing water, storm and sanitary sewer maintenance and/or sewerage treatment rates for the County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24 for Fiscal 2019; and

WHEREAS, the County has contractual obligations with communities to operate and maintain water lines and sewerage systems including storm sewers, sanitary sewers, wastewater treatment plants, and pumping stations; and

WHEREAS, the funds are necessary to pay for the treatment and disposal costs, and for proper maintenance and operation of the water lines and sewerage systems in said districts for Fiscal 2019; and

WHEREAS, in accordance with the Ohio Revised Code Section 6117.02, the County may levy an assessment to pay the cost and expense of the maintenance and operation of such improvements, including the disposal of sewage; and

WHEREAS, said water, storm and sanitary sewer maintenance and/or sewerage treatment rates shall be applied as follows:

Single Family	Front footage x maintenance rate
Condominiums	Average front footage for the community x 0.87 x sewer maintenance rate
Apartments	Per settlement formula per Common Pleas Case #245631
Commercial	Front footage x maintenance rate x 1.15
Industrial	Front footage x maintenance rate x 1.15

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 a County entity.

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

SECTION 1. That in order to provide funds with which to maintain and operate water lines and sewerage systems in County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24 for Fiscal 2019, the following rates shall be charged to the actual and/or potential users of such sewerage system:

**Sewer Maintenance Rate
(Per Front Foot)**

2019

Sewer Area No. 1

Brooklyn	
Sanitary Sewer	\$ 1.60
Storm Sewer	\$ 1.00
Linndale - All Sewers	\$ 2.50
Parma Heights	
Sanitary Sewer	\$ 1.20
Storm Sewer	\$ 1.25
Water Transmission Lines	\$ 0.05

Sewer Area No. 1A

Parma	
Sanitary Sewers	\$ 1.75
Storm Sewers	\$ 0.40

Sewer Area No. 2

Brooklyn Heights	
Sanitary Sewers	\$ 1.00
Storm Sewers	\$ 0.75
Seven Hills - Sanitary Sewers	\$ 1.00 (A)

Sewer Area No. 3

Beachwood	
Sanitary Sewers	\$ 0.75
Storm Sewers	\$ 0.75
Gates Mills - Sanitary Sewers	\$ 10.00
Highland Heights	
Sanitary Sewers	\$ 1.00
Storm Sewers	\$ 1.50
Lyndhurst - Sanitary Sewers	\$ 1.00
Mayfield Heights	
Sanitary Sewers	\$ 1.50
Storm Sewers	\$ 1.00

Mayfield Village - Sanitary Sewers	\$ 4.00
Pepper Pike - Sanitary Sewers	\$ 2.50
	\$ 200.00 (B)
Richmond Heights	
Sanitary Sewers	\$ 2.00
Storm Sewers	\$ 0.70
South Euclid - Sanitary Sewers	\$ 1.00 (C)

Sewer Area No. 5

Beachwood	
Sanitary Sewers	\$ 0.75
Storm Sewers	\$ 0.75
Bedford Heights - Sanitary Sewers	\$ 1.95
Highland Hills - Storm Only	\$ 2.50
North Randall	
Sanitary Sewers	\$ 0.75
Storm Sewers	\$ 1.75
Orange Village - Sanitary Sewers	\$ 3.00
Warrensville Heights - Storm Only	\$ 2.50

Sewer Area No. 8

Middleburg Heights	
Sanitary Sewer	\$ 2.00
Storm Sewer	\$ 0.50
Water Transmission Lines	\$ 0.20

Sewer Area No. 9

Garfield Heights	
Sanitary Sewers	\$ 1.70
Storm Sewers	\$ 0.30
Maple Heights	
Sanitary Sewers	\$ 2.25
Storm Sewers	\$ 0.70
Water Transmission Lines	\$ 0.10

Sewer Area No. 13

Brecksville	
Sanitary Sewers	\$ 2.50
Storm Sewers	\$ 2.10
Broadview Heights	
Sanitary Sewers	\$ 1.50

Sewer Area No. 14

Olmsted Township	
Sanitary Sewers	\$ 3.50
Storm Sewers	\$ 0.47

Sewer Area No. 18

Oakwood - Sanitary Sewers \$ 1.50

Sewer Area No. 20

Bedford - Sanitary Sewers \$ 1.60

Walton Hills - Sanitary Sewers \$ 1.60 (D)

\$ 150.00 (E)

Sewer Area No. 21

Woodmere

Sanitary Sewers \$ 2.25

\$ 225.00 (F)

\$ 150.00 (F)

Storm Sewers \$ 0.40

Water Transmission Lines \$ 0.10

Sewer Area No. 22

Newburgh Heights - All Sewers \$ 6.20

Sewer Area No. 24

East Cleveland - All Sewers \$ 3.00

- (A) Rate Applies to properties served by County Improvement No. 231.
- (B) Flat Rate: \$200.00 per year to residential parcels tributary to Creekside, (ten years - beginning 1/1/2016). Commercial charge based on water consumption.
- (C) Rate Applies to portion of South Euclid tributary to County Improvement Nos. 3-A-1 and 3-A-2 only.
- (D) Rate Applies to commercial/industrial parcels only
- (E) Flat Rate: \$150.00 charge for a residential parcel served by sanitary sewers.
- (F) Flat Rate: \$225.00 charge for each improved parcel.
\$150.00 charge for each unimproved parcel.

Any charges that are not paid shall be certified to the County Fiscal Officer, as provided by law, for collection.

SECTION 2. That the Clerk of Council be, and she is hereby, instructed to transmit a copy of this Resolution to the County Fiscal Officer.

SECTION 3. It is necessary that this Resolution become immediately effective to comply with the Ohio Revised Code, Section 6117.33, which provides that assessments for such rates must be certified on or before the second Monday in September, that being September 10, 2018. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed 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 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: July 24, 2018

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC031
August 7, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0158

Sponsored by: County Executive Budish/Department of Public Works	A Resolution approving and confirming the 2019 water, storm and sanitary sewer maintenance and/or sewerage treatment assessments for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Sanitary Engineer has prepared and presented to the County Council for the County of Cuyahoga, Ohio the 2019 water, storm and sanitary sewer maintenance and/or sewerage treatment assessments for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24; and

WHEREAS, funds are necessary to pay for the operation and maintenance of water lines, sewerage systems, including storm sewers, sanitary sewers, wastewater treatment plants, and pumping stations for said Districts for Fiscal 2019; and

WHEREAS, the primary goal is to collect all operational expenditures from revenues collected from users of the water lines and sewerage systems; and

WHEREAS, in accordance with the Ohio Revised Code Section 6117.02, the County may levy an assessment to pay the cost and expense of the maintenance and operation of such improvements, including the disposal of sewage; 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 a County entity.

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

SECTION 1. That the water, storm and sanitary sewer maintenance and/or sewerage treatment assessments for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, as prepared and filed with the Council by the County Sanitary Engineer be, and the same are, hereby approved and confirmed and said assessments are hereby ordered recorded in the original assessment records of the County of Cuyahoga, Ohio for the year 2019, to which reference is hereby made a part hereof, as fully and completely as though set forth at length and rewritten herein.

SECTION 2. That there be, and hereby is, levied and assessed upon the several lots and parcels of land listed and described in said report the amount set forth to be assessed by the County of Cuyahoga, Ohio, through the Department of Public Works/County Sanitary Engineer, upon each of said lots and parcels of land.

SECTION 3. That the said assessments so made, approved and confirmed, are hereby certified to the County Fiscal Officer for collection.

SECTION 4. That the installments of such assessments, when collected, shall be placed to the credit of the Department of Public Works/County Sanitary Engineer's fund to be used for the purposes set forth in the Resolution directing the Department to prepare such assessments.

SECTION 5. That the Clerk of Council be, and she is hereby, instructed to transmit a copy of this Resolution to the County Fiscal Officer and one copy to the Department of Public Works/County Sanitary Engineer.

SECTION 6. It is necessary that this Resolution become immediately effective to comply with the Ohio Revised Code, Section 6117.33, which provides that assessments for such rates must be certified on or before the second Monday in September, that being September 10, 2018. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 7. 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: July 24, 2018

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC031

August 7, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0159

Sponsored by: County Executive Budish/Department of Public Works	A Resolution making an award on RQ42014 to Schindler Elevator Corporation in the amount not-to-exceed \$1,900,000.00 for elevator maintenance and repair services for various County facilities for the period 9/1/2018 - 8/31/2021; 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.
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WHEREAS, the County Executive/Department of Public Works has recommended an award on RQ42014 to Schindler Elevator Corporation in the amount not-to-exceed \$1,900,000.00 for elevator maintenance and repair services for various County facilities for the period 9/1/2018 - 8/31/2021; and

WHEREAS, the primary goals of this project are to provide monthly maintenance and inspections on elevators in various County facilities and to make any necessary repairs; and

WHEREAS, the funding for this contract is 100% General Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

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

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ42014 to Schindler Elevator Corporation in the amount not-to-exceed \$1,900,000.00 for elevator maintenance and repair services for various County facilities for the period 9/1/2018 - 8/31/2021.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health,

or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed 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: July 24, 2018
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC031
August 7, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0160

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution making an award on RQ42799 to Schirmer Construction, LLC in the amount not-to-exceed \$1,239,932.45 for replacement of Stone Road Bridge No. 00.98 over Hemlock Creek in the City of Independence; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in said amount to fund said contract; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ42799 to Schirmer Construction, LLC in the amount not-to-exceed \$1,239,932.45 for replacement of Stone Road Bridge No. 00.98 over Hemlock Creek in the City of Independence; and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in said amount to fund said contract; and

WHEREAS, the primary goal of this project is to complete construction per plans and specifications for the replacement of Stone Road Bridge No. 00.98 over Hemlock Creek in the City of Independence, located in Council District 6; and

WHEREAS, the anticipated start-completion dates are 9/10/2018 - 11/1/2019; and

WHEREAS, the project is funded 100% from Cuyahoga County Motor Vehicle \$7.50 License Tax Funds; 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 a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ42799 to Schirmer Construction, LLC in the amount not-to-exceed \$1,239,932.45 for replacement of Stone Road Bridge No. 00.98 over Hemlock Creek in the City of Independence.

SECTION 2. That the County Executive is authorized to execute the contract in connection with said award and all other 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 County Motor Vehicle \$7.50 License Tax Funds in the amount of \$1,239,932.45 to fund said contract.

SECTION 4. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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: July 24, 2018
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC031
August 7, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0161

Sponsored by: County Executive Budish/Department of Human Resources	A Resolution authorizing amendments to agreements with various political subdivisions for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2017 - 12/31/2017 to extend the time period to 12/31/2018; authorizing the County Executive to execute the amendments 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/Department of Human Resources has recommended amendments to agreements with various political subdivisions for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2017 - 12/31/2017 to extend the time period to 12/31/2018 as follows:

- i) Cuyahoga County District Board of Health;
- ii) Cuyahoga County Convention Facilities Development Corporation;
- iii) Cuyahoga County Land Reutilization Corporation;
- iv) Southeast Emergency Communications Center;
- v) Village of Highland Hills;
- vi) Village of Mayfield;
- vii) Village of Walton Hills; and

WHEREAS, the Cuyahoga County Benefits Regionalization Program allows smaller political entities to partner with the County's Benefits program providing rate stabilization, potential rate reductions and bargaining leverage for health benefits; and

WHEREAS, the funding for this project will come from the County's Hospitalization Self-Insurance Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes amendments to agreements with various political subdivisions for participation in the Cuyahoga County Benefits Regionalization Program for the period 1/1/2017 - 12/31/2017 to extend the time period to 12/31/2018 as follows:

- i) Cuyahoga County District Board of Health;
- ii) Cuyahoga County Convention Facilities Development Corporation;
- iii) Cuyahoga County Land Reutilization Corporation;
- iv) Southeast Emergency Communications Center;
- v) Village of Highland Hills;
- vi) Village of Mayfield; and
- vii) Village of Walton Hills.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed 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: July 24, 2018

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal CC031
August 7, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0162

Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood	A Resolution authorizing a revenue generating agreement with Case Western Reserve University, as Fiscal Agent for First Year Cleveland, in the amount not-to-exceed \$774,940.00 for expansion of the MomsFirst Program in connection with the Invest in Children Program for the period 1/1/2018 - 6/30/2019; 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.
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood has recommended a revenue generating agreement with Case Western Reserve University, as Fiscal Agent for First Year Cleveland, in the amount not-to-exceed \$774,940.00 for expansion of the MomsFirst Program in connection with the Invest in Children Program for the period 1/1/2018 - 6/30/2019; and

WHEREAS, the primary goals of this project are to expand current efforts: (a) to reduce disparities in infant mortality in the City of Cleveland; (b) to serve an additional 175 families; and (c) to sustain employment of Community Liaisons and Community Health Workers to increase outreach and services; and

WHEREAS, funding for this expansion project is by reimbursement from Case Western Reserve University; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes a revenue generating agreement with Case Western Reserve University, as Fiscal Agent for First Year Cleveland, in the amount not-to-exceed \$774,940.00 for expansion of the MomsFirst Program in connection with the Invest in Children Program for the period 1/1/2018 - 6/30/2019.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed 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: July 24, 2018
Committee(s) Assigned: Education, Environment & Sustainability

Journal CC031
August 7, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0151

<p>Sponsored by: County Executive Budish/Department of Information Technology and Fiscal Officer</p>	<p>A Resolution authorizing a state term contract with Woolpert, Inc. in the amount not-to-exceed \$769,408.00 for Digital Oblique Photography Mapping in connection with the Ohio Statewide Imagery Program for the period 9/1/2018 - 12/31/2022; 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.</p>
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WHEREAS, the County Executive/Department of Information Technology and Fiscal Officer has recommended a state term contract with Woolpert, Inc. in the amount not-to-exceed \$769,408.00 for Digital Oblique Photography Mapping in connection with the Ohio Statewide Imagery Program for the period 9/1/2018 - 12/31/2022; and

WHEREAS, the goals of this project are to provide: (a) various aerial photography; (b) Geographical Information Systems (GIS) data; (c) Geographical Information System (GIS) software; and (d) professional services to be used in the appraisal cycle of real property and for the County's digital structure photo database; and

WHEREAS, this project is funded by Real Estate Assessment Fund; 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 a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes a state term contract with Woolpert, Inc. in the amount not-to-exceed \$769,408.00 for Digital Oblique Photography Mapping in connection with the Ohio Statewide Imagery Program for the period 9/1/2018 - 12/31/2022.

Legislation Amended in Committee: July 16, 2018

Committee Report/Second Reading: July 24, 2018

Journal CC031

August 7, 2018

County Council of Cuyahoga County, Ohio

Resolution No. R2018-0152

Sponsored by: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services	A Resolution making an award on RQ42513 to Americab Transportation, Inc. in the amount not-to-exceed \$8,000,000.00 for Medicaid non-emergency transportation services for the period 9/1/2018 - 8/31/2020; 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.
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WHEREAS, the County Executive/Department of Health and Human Services/Cuyahoga Job and Family Services has recommended an award on RQ42513 to Americab Transportation, Inc. in the amount not-to-exceed \$8,000,000.00 for Medicaid non-emergency transportation services for the period 9/1/2018 - 8/31/2020; and

WHEREAS, the primary goal of the project is to provide transportation services for Medicaid eligible, ambulatory clients to and from facilities within Cuyahoga County for various non-emergency medical treatments; and

WHEREAS, this project is funded 100% by Federal/Medicaid funds; 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 operations of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ42513 to Americab Transportation, Inc. in the amount not-to-exceed \$8,000,000.00 for Medicaid non-emergency transportation services for the period 9/1/2018 - 8/31/2020.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed 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: July 10, 2018
Committee(s) Assigned: Health, Human Services & Aging

Committee Report/Second Reading: July 24, 2018

Journal CC031

August 7, 2018