



**AGENDA**  
**CUYAHOGA COUNTY ECONOMIC DEVELOPMENT & PLANNING COMMITTEE MEETING**  
**MONDAY, DECEMBER 10, 2012**  
**CUYAHOGA COUNTY JUSTICE CENTER**  
**COUNCIL CHAMBERS – 1<sup>ST</sup> FLOOR**  
**3:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT RELATED TO THE AGENDA**
- 4. APPROVAL OF MINUTES FROM THE NOVEMBER 20, 2012 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
  - a) R2012-0240: A Resolution authorizing the County Executive and Department of Public Works to release an amount not-to-exceed \$500,000.00 from the Medical Mart Contingency Fund to the Cleveland Sports Commission when the 2013 Senior Games are held at the Convention Center; authorizing the County Executive and Department of Public Works to negotiate and execute any necessary contract or other documents for same.
  - b) R2012-0248: A Resolution authorizing a Next Stage Fund Pilot Loan in the amount not-to-exceed \$700,000.00 to Sparkbase, Inc. for building and deploying loyalty solutions directly to large scale merchants; authorizing the Deputy Chief of Staff of Development or Director of Development to execute all documents required in connection with said loan and consistent with this Resolution.
  - c) R2012-0249: A Resolution making an award on RQ23900 to Economic and Community Development Institute, Inc. in the amount of \$550,000.00 for management of the Cuyahoga County Microenterprise Revolving Loan Fund for the period 2/1/2013 - 1/31/2014; authorizing the County Executive to execute the contract and all other documents

required in connection with said award and consistent with this Resolution.

- d) O2012-0030: An Ordinance establishing the organizational structure of the Department of Development and creating divisions within the department, and declaring the necessity that this Ordinance become immediately effective.

**6. MISCELLANEOUS BUSINESS**

**7. OTHER PUBLIC COMMENT**

**8. ADJOURNMENT**

\*In accordance with Ordinance No. O2011-0020, as amended, complimentary parking in the Huntington Park Garage will be available for the public on any day when the Council or any of its committees holds meetings. Please see the Clerk to obtain a parking pass.



## MINUTES

CUYAHOGA COUNTY ECONOMIC DEVELOPMENT & PLANNING COMMITTEE MEETING  
TUESDAY, NOVEMBER 20, 2012  
CUYAHOGA COUNTY JUSTICE CENTER  
COUNCIL CHAMBERS – 1<sup>ST</sup> FLOOR  
3:15 PM

1. CALL TO ORDER

**The meeting was called to order by Chairman Schron at 3:19 p.m.**

2. ROLL CALL

**Mr. Schron asked Deputy Clerk Muller to call the roll. Committee members Schron, Brady, Gallagher, Rogers and Connally were in attendance and a quorum was determined. Committee members Greenspan and Germana were absent from the meeting. Councilmember Miller was also in attendance.**

3. PUBLIC COMMENT RELATED TO THE AGENDA

**No public comments related to the agenda were given.**

4. APPROVAL OF MINUTES FROM THE OCTOBER 22, 2012 MEETING

**A motion was made by Mr. Brady, seconded by Mr. Rogers and approved by unanimous vote to approve the minutes of the October 22, 2012 meeting.**

5. MATTERS REFERRED TO COMMITTEE

- a) R2012-0237: A Resolution amending Resolution No. R2012-0162, which made awards to various municipalities for various municipal grant projects for the Community Development Block Grant Program for the period 9/1/2012 - 12/31/2013 to change the total amount from \$1,492,641.88 to \$1,842,641.88 and to make an award to City of Rocky River in the amount of \$350,000.00 for the Linda Street Improvement Project, a Tier 1 Project; and declaring the necessity that this Resolution become immediately effective.

**Mr. Larry Benders, Director, and Mr. Harry Conrad, Business Administrator of the Department of Development, addressed the Committee regarding Resolution No. R2012-0237. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Benders and Mr. Conrad pertaining to the item, which they answered accordingly.**

**On a motion by Mr. Gallagher with a second by Ms. Connally, Resolution No. R2012-0237 was considered and approved by unanimous vote to be referred to the full Council agenda, with a recommendation for passage under second reading suspension of rules.**

- b) R2012-0240: A Resolution authorizing the County Executive and Department of Public Works to release an amount not-to-exceed \$500,000.00 from the Medical Mart Contingency Fund to the Cleveland Sports Commission when the 2013 Senior Games are held at the Convention Center; authorizing the County Executive and Department of Public Works to negotiate and execute any necessary contract or other documents for same.

**Mr. David Gilbert, President of the Greater Cleveland Sports Commission, and Mr. Jeff Appelbaum, representing the Medical Mart Project, addressed the Committee regarding Resolution No. R2012-0240. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Gilbert and Mr. Appelbaum pertaining to the item, which they answered accordingly.**

**No legislative action was taken on Resolution No. R2012-0240 at this time.**

- c) O2012-0030: An Ordinance establishing the organizational structure of the Department of Development and creating divisions within the department, and declaring the necessity that this Ordinance become immediately effective.

**Mr. Benders and Mr. Kahlil Seren, Research & Policy Analyst, addressed the Committee regarding Ordinance No. O2012-0030. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Benders and Mr. Seren pertaining to the item, which they answered accordingly.**

**No legislative action was taken on Ordinance No. O2012-0030 at this time.**

## **6. MISCELLANEOUS BUSINESS**

**Mr. Benders provided an update to the Committee regarding the Western Reserve Fund. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Benders pertaining to the item, which he answered accordingly.**

7. OTHER PUBLIC COMMENT

**No public comments were given.**

8. ADJOURNMENT

**With no further business to discuss the meeting was adjourned at 4:32 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2012-0240

Sponsored by: <b>County Executive FitzGerald/Department of Public Works</b>	<b>A Resolution</b> authorizing the County Executive and Department of Public Works to release an amount not-to-exceed \$500,000.00 from the Medical Mart Contingency Fund to the Cleveland Sports Commission when the 2013 Senior Games are held at the Convention Center; authorizing the County Executive and Department of Public Works to negotiate and execute any necessary contract or other documents for same.
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WHEREAS, under the Medical Mart Agreement Regarding Final Project Finance Approval dated December 1, 2010, a County Contingency Fund was established in the amount of \$3,485,435.00 (“Contingency Fund”); and,

WHEREAS, there is currently \$3,385,435.00 remaining in the Contingency Fund; and,

WHEREAS, the County Executive and Department of Public Works have requested the authority to release an amount not to exceed \$500,000.00 from the Contingency Fund to the Cleveland Sports Commission for the Senior Games to be held at the Cleveland Convention Center in Cleveland; and,

WHEREAS, the Contingency Fund is held at U.S. Bank, the Trustee for Medical Mart, and it is not a part of the County’s General Fund; and,

WHEREAS, Section 3.10(a)(11) of the Cuyahoga County Contracting and Purchasing Procedures Ordinance provides that the Cuyahoga County Council may review and approve any “contract, purchase, sale, lease, grant made by the County, loan made by the County, or any exemption, procedure, or other action within the process of completing any such contract, purchase, sale, lease, grant, exemption, or loan that does not otherwise require Council approval, but the County Executive, Board of Control, or Contracts and Purchasing Board determines to submit to Council for its consideration, review, and approval; and,

WHEREAS, Section 3.18 of the Cuyahoga County Contracting and Purchasing Procedures Ordinance provides that the “County Executive may refer an item to the County Council for approval that otherwise would require approval from the Board of Control or the Contracts and Purchasing Board”; and,

WHEREAS, the County Executive has determined to submit this intended action to the County Council instead of the Cuyahoga County Board of Control for its review and approval pursuant to Section 3.10(a)(11) and Section 3.18 of the Cuyahoga County Purchasing and Procedures Ordinance; 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.** For the 2013 Senior Games to be held at the County's Convention Center in Cleveland, the Cuyahoga County Council hereby authorizes the Department of Public Works to release an amount not to exceed \$500,000.00 from the Medical Mart and Convention Center Contingency Fund to the Cleveland Sports Commission to aid with the Senior Games to be held at the Cleveland Convention Center.

**SECTION 2.** The County Executive is hereby authorized to negotiate and execute any necessary contract or other documents to effectuate the release of the funds under the terms specified in this Resolution.

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

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

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: November 13, 2012  
Committee(s) Assigned: Economic Development & Planning

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



# County Council of Cuyahoga County, Ohio

## Resolution No. R2012-0248

Sponsored by: <b>County Executive FitzGerald/Department of Development</b>	<b>A Resolution</b> authorizing a Next Stage Fund Pilot Loan in the amount not-to-exceed \$700,000.00 to Sparkbase, Inc. for building and deploying loyalty solutions directly to large scale merchants; authorizing the Deputy Chief of Staff of Development or Director of Development to execute all documents required in connection with said loan and consistent with this Resolution.
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WHEREAS, the County Executive/Department of Development has recommended the Next Stage Fund Pilot Loan in the amount not-to-exceed \$700,000.00 to Sparkbase, Inc. for building and deploying loyalty solutions directly to large scale merchants; and,

WHEREAS, the purpose of the Next Stage Fund Pilot Loan is to help Sparkbase, Inc. modify, enhance, and expand the technology infrastructure required to grow existing sales and reach commercial scale; and,

WHEREAS, Sparkbase, Inc. will use the proceeds to launch its loyalty marketing solutions including Loyalty Star and PayCloud in two new markets; and,

WHEREAS, Sparkbase, Inc. is committing to creating 15 jobs within 3 years and retaining 40 jobs; and,

WHEREAS, the \$700,000.00 loan is at a fixed interest rate of seven percent (7.00%) for three (3) years with two (2) extension options; and,

WHEREAS, the loan will be funded 100% by the Cuyahoga County Western Reserve Fund.

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

**SECTION 1.** That the Cuyahoga County Council hereby approves of and authorizes the Next Stage Fund Pilot Loan in the amount not-to-exceed \$700,000.00 to Sparkbase, Inc. for building and deploying loyalty solutions directly to large scale merchants.



# County Council of Cuyahoga County, Ohio

## Resolution No. R2012-0249

Sponsored by: <b>County Executive FitzGerald/Department of Development</b>	<b>A Resolution</b> making an award on RQ23900 to Economic and Community Development Institute, Inc. in the amount of \$550,000.00 for management of the Cuyahoga County Microenterprise Revolving Loan Fund for the period 2/1/2013 - 1/31/2014; authorizing the County Executive to execute the contract and all other documents required in connection with said award and consistent with this Resolution.
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WHEREAS, the County Executive/Department of Development has recommended an award on RQ23900 to the Economic and Community Development Institute, Inc. in the amount of \$550,000.00 for the management of the Cuyahoga County Microenterprise Revolving Loan Fund for the period 2/1/2013 - 1/31/2014; and

WHEREAS, the procurement method for this project was an RFP, which was approved under Deputy Chief Approval No. DC2012-94CA; and

WHEREAS, this project funded by Community Development Block Grant funds (\$250,000.00), and by the Western Reserve Fund (\$300,000.00).

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

**SECTION 1.** That the Cuyahoga County Council makes an award on RQ23900 to the Economic and Community Development Institute, Inc. in the amount of \$550,000.00 for the management of the Cuyahoga County Microenterprise Revolving Loan Fund for the period 2/1/2013 - 1/31/2014.

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

**SECTION 3.** It is 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: November 27, 2012  
Committee(s) Assigned: Economic Development & Planning

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2012-0030

Sponsored by: <b>County Executive FitzGerald/Department of Development</b>	<b>An Ordinance</b> establishing the organizational structure of the Department of Development and creating divisions within the department, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Article VII, Section 7.02 of the Charter created the Department of Development, which states in pertinent part, *“There shall be a Department of Development, under the direction of the Director of Development, which shall develop, direct and implement programs and activities for carrying out the purposes of this Article”*; and

WHEREAS, Section 7.01 of the Charter, states that the County shall have as a primary responsibility the promotion and enhancement of the economic well-being and prosperity of the County and all of its residents; and

WHEREAS, in order to carry out the purpose of the Economic Development Department, it is necessary to create divisions within the Department of Development for the efficient administration of the County, and

WHEREAS, Article III, Section 3.09(2), of the Charter grants Council the power to establish departments, and divisions and sections within departments, under the supervision of the County Executive ... as the Council determines to be necessary for the efficient administration of the County; and

WHEREAS, Section 13.04 of the Charter provides for the transfer of powers and duties, as designated by ordinance, of departments, offices, and agencies existing at the time of the Charter’s adoption; and

WHEREAS, the Council of Cuyahoga County has determined that establishment of divisions within the Department of Development is necessary for the efficient administration of the County; and

WHEREAS, The Department of Development has recommended the following divisions: (1) Division of Economic Development, (2) Division of Community Development, (3) Division of Regulatory Compliance & Monitoring, (4) Division of Fiscal Services, and (5) Division of Airport. The duties, functions and employees of the Department of Development shall be incorporated into these divisions.

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provide by Cuyahoga County can continue without interruption, and to continue the usual, daily operation of a County Department.

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

**SECTION 1.** The Department of Development shall contain the following divisions: (1) Division of Economic Development, (2) Division of Community Development, (3) Division of Regulatory Compliance & Monitoring, (4) Division of Fiscal Services, and (5) Division of Airport. The duties, functions and employees of the Department of Development shall be incorporated into the divisions listed herein.

**SECTION 2.** Nothing in this Ordinance is intended to limit the ability of the County Executive and the Director of the Department of Development to abolish positions for the purpose of enhancing the efficiency of operations or for any other reason permitted by general law.

**SECTION 3.** It is necessary that this Ordinance become immediately effective in order that critical services provide by Cuyahoga County can continue without interruption, and to continue the usual, daily operation of a County Department. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 9, 2012  
Committee(s) Assigned: Economic Development & Planning

Journal \_\_\_\_\_  
\_\_\_\_\_, 2012

# PROPOSED SUBSTITUTE ORDINANCE

## County Council of Cuyahoga County, Ohio

### Ordinance No. O2012-0030

Sponsored by: <b>County Executive FitzGerald/Department of Development</b>	<b>An Ordinance</b> establishing the organizational structure of the Department of Development and creating divisions within the department, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Article VII, Section 7.02 of the Charter created the Department of Development, which states in pertinent part, *“There shall be a Department of Development, under the direction of the Director of Development, which shall develop, direct and implement programs and activities for carrying out the purposes of this Article”*; and

WHEREAS, Section 7.01 of the Charter, states that the County shall have as a primary responsibility the promotion and enhancement of the economic well-being and prosperity of the County and all of its residents; and

WHEREAS, in order to carry out the purpose of the Economic Development Department, it is necessary to create divisions within the Department of Development for the efficient administration of the County, and

WHEREAS, Article III, Section 3.09(2), of the Charter grants Council the power to establish departments, and divisions and sections within departments, under the supervision of the County Executive ... as the Council determines to be necessary for the efficient administration of the County; and

WHEREAS, Section 13.04 of the Charter provides for the transfer of powers and duties, as designated by ordinance, of departments, offices, and agencies existing at the time of the Charter’s adoption; and

WHEREAS, the Council of Cuyahoga County has determined that establishment of divisions within the Department of Development is necessary for the efficient administration of the County; and

WHEREAS, The Department of Development has recommended the following divisions: (1) Division of Economic Development, (2) Division of Community Development, (3) Division of Regulatory Compliance & Monitoring, **and** (4) Division of Fiscal Services, ~~and (5) Division of Airport~~. The duties, functions and employees of the Department of Development shall be incorporated into these divisions.



WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provide by Cuyahoga County can continue without interruption, and to continue the usual, daily operation of a County Department.

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

**SECTION 1.** The Department of Development shall contain the following divisions: (1) Division of Economic Development, (2) Division of Community Development, (3) Division of Regulatory Compliance & Monitoring, **and** (4) Division of Fiscal Services, ~~and (5) Division of Airport.~~ The duties, functions and employees of the Department of Development shall be incorporated into the divisions listed herein.

**SECTION 2.** Nothing in this Ordinance is intended to limit the ability of the County Executive and the Director of the Department of Development to abolish positions for the purpose of enhancing the efficiency of operations or for any other reason permitted by general law.

**SECTION 3.** It is necessary that this Ordinance become immediately effective in order that critical services provide by Cuyahoga County can continue without interruption, and to continue the usual, daily operation of a County Department. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 9, 2012  
Committee(s) Assigned: Economic Development & Planning

Journal \_\_\_\_\_  
\_\_\_\_\_, 2012