



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, JULY 12, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
5:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT RELATED TO AGENDA**
- 6. APPROVAL OF MINUTES**
 - a) June 28, 2016 Committee of the Whole Meeting (See Page 8)
 - b) June 28, 2016 Regular Meeting (See Page 12)
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
 - a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**
 - 1) R2016-0124: 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 22)

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

b) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR SECOND READING

- 1) R2016-0117: 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 43)

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

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

c) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2016-0011: An Ordinance amending Section 202.10 of the Cuyahoga County Code to provide for the creation and adoption of a County Health and Human Services Plan. (See Page 74)

Sponsors: Councilmembers Miller, Brady, Jones, Conwell, Germana, Schron, Hairston, Simon and Gallagher and County Executive Budish/Department of Health and Human Services/Office of the Director

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

- 1) R2016-0125: A Resolution amending the 2016/2017 Biennial Operating Budget for 2016 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 No. R2016-0118 dated 6/28/2016 to reconcile appropriations for 2016; and declaring the necessity that this Resolution become immediately effective. (See Page 79)

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

- 2) R2016-0126: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 30 employees in various classifications at the Department of the Treasurer for the period 1/1/2016 - 12/31/2018; 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. (See Page 88)

Sponsor: County Executive Budish/Departments of Law and Treasurer

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

- 1) R2016-0127: A Resolution making an award on RQ36070 to APEX Construction and Management Co. Inc. in the amount not-to-exceed \$1,698,430.00 for the Cuyahoga County Men's Shelter Renovations Project; 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 91)

Sponsor: County Executive Budish/Department of Public Works

- 2) R2016-0128: A Resolution making an award on RQ36912 to John G. Johnson Construction Co. in the amount not-to-exceed \$6,633,224.00 for the Cuyahoga County Halle Archives and Board of Elections Operations Building Renovations Project; 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 94)

Sponsor: County Executive Budish/Department of Public Works

- 3) R2016-0129: A Resolution authorizing the Director of Public Works to execute and submit a loan application in the amount of \$350,000.00 to Ohio Water Development Authority to finance sewer repairs in connection with the Turney Road Sewer Rehabilitation Project in the City of Garfield Heights for the period 7/1/2016 - 9/30/2017; authorizing the County Executive to accept said loan, if approved, and to execute the agreement and all other documents required in connection with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 98)

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

- 4) R2016-0130: A Resolution authorizing an agreement with State of Ohio, Office of the Auditor in the amount not-to-exceed \$533,000.00 for an annual audit for Calendar Year 2015 for the period 1/1/2016 - 12/31/2016; 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 101)

Sponsor: County Executive Budish/Fiscal Officer

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2016-0105: A Resolution confirming the County Executive's appointment of David Marquard to serve on the District One Public Works Integrating Committee for an unexpired term ending 6/21/2018; confirming the appointment of Christopher George to serve as alternate to David Marquard; confirming the appointment of Nichole English to serve as alternate to Michael W. Dever; and declaring the necessity that this Resolution become immediately effective. (See Page 103)

Sponsor: County Executive Budish

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

- 2) R2016-0119: A Resolution declaring that public convenience and welfare requires slab replacement for Fitch Road Culvert 02.23 over Root Ditch in the City of North Olmsted; total estimated project cost \$250,000.00; finding that special

assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective. (See Page 106)

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

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

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

- 1) R2016-0104: A Resolution confirming the County Executive's appointment of Terry Allan to serve as Co-Chair on the Cuyahoga Regional HIV Health Services Planning Council for an unexpired term ending 6/30/2018, and declaring the necessity that this Resolution become immediately effective. (See Page 109)

Sponsor: County Executive Budish

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

- 2) R2016-0107: A Resolution making an award on RQ36580 to Burton Scot Contractors, LLC in the amount not-to-exceed \$8,929,682.81 for County Airport Runway 6/24 Safety Area Improvement Project No. 2; 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 111)

Sponsor: County Executive Budish/Department of Public Works

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

- 3) R2016-0120: A Resolution making an award on RQ36701 to Karvo Companies, Inc. in the amount not-to-exceed \$1,211,143.20 for 2016 Operations Resurfacing Program – Group 2, located in various municipalities; 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 the amount of \$1,031,894.01 to fund said contract; 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 113)

- i) Eastland Road/Fowles Road from Berea South Corporation Line to Bagley Road in the City of Berea.
- ii) Turney Road from Hathaway Road to Garfield Heights East Corporation Line in the City of Garfield Heights.

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

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

- 4) R2016-0121: A Resolution adopting the Annual Tax Budget, including the Cuyahoga County Library Budget, for the year 2017; and declaring the necessity that this Resolution become immediately effective. (See Page 116)

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

Committee Assignment and Chair: Finance & Budgeting – Greenspan

- 5) R2016-0123: A Resolution authorizing a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,443,480.00 for administration of the FY2015 Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the HEARTH Act Homeless Assistance Grant Program for the period 8/1/2016 - 7/31/2017; 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 123)

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

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

11. MISCELLANEOUS COMMITTEE REPORTS
12. MISCELLANEOUS BUSINESS
13. PUBLIC COMMENT UNRELATED TO AGENDA
14. ADJOURNMENT

NEXT MEETINGS

COMMITTEE OF THE WHOLE MEETING:

TUESDAY, JULY 26, 2016
TBD / COUNCIL CHAMBERS

REGULAR MEETING:

TUESDAY, JULY 26, 2016
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, JUNE 28, 2016
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 3:04 p.m.

2. ROLL CALL

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

[Clerk's Note: Councilmember Brown entered the meeting sometime during Executive Session.]

3. PUBLIC COMMENT RELATED TO AGENDA

There were no public comments given related to the agenda.

4. EXECUTIVE SESSION:

- a) Consideration of an appointment of a public employee.

A motion was made by Ms. Conwell, seconded by Mr. Gallagher and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing an appointment of a public employee and for no other purpose whatsoever. Executive Session was then called to order by Council President Brady at 3:08 p.m. The following Councilmembers were present: Conwell, Jones, Hairston, Simon, Greenspan, Miller, Germana, Gallagher and Brady. Councilmember Brown entered the meeting sometime during Executive Session. The following additional attendees were present: Director of Law Robert Triozzi, Chief Corporate Counsel Joseph Boatwright, Chief of Staff Joseph

Nanni and Special Counsel Michael King. At 3:44 p.m., Executive Session was adjourned without objection, and Council President Brady then reconvened the meeting.

5. ITEM REFERRED TO COMMITTEE / DISCUSSION:

- a) R2016-0095: A Resolution appointing Valerie J. Harry, upon her taking the oath of office, to serve as Director of Internal Auditing of Cuyahoga County for the term 7/1/2016 - 6/30/2020; and declaring the necessity that this Resolution become immediately effective.

On a motion by Mr. Brady with a second by Mr. Miller, Resolution No. R2016-0095 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 the rules.

6. DISCUSSION ITEMS ONLY:

- a) R2016-0106: A Resolution making an award on RQ35433 to CHMWarnick, LLC in the amount not-to-exceed \$675,000.00 for asset management services for the Hilton Cleveland Downtown Hotel for the period 6/28/2016 - 6/28/2019; 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.

Mr. Michael Dever, Director of the Department of Public Works, and Mr. Lawrence Trabulsi, Senior Vice President of CHMWarnick, LLC, addressed Council regarding Resolution No. R2016-0106. Discussion ensued.

Councilmembers asked questions of Messrs. Dever and Trabulsi pertaining to the item, which they answered accordingly.

- b) R2016-0108: A Resolution authorizing an amendment to Contract No. CE1100414-01 with Toshiba Business Solutions, (USA), Inc. for Countywide enterprise digital and print management services using “green” friendly technology for the period 7/1/2011 - 6/30/2016 to extend the time period to 6/30/2019 and for additional funds in the amount not-to-exceed \$3,900,000.00; 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.

Mr. Michael Chambers, Fiscal Officer of the Department of Public Works, and Mr. Michael Young, Chief Technology Officer, addressed Council regarding Resolution No. R2016-0108. Discussion ensued.

Councilmembers asked questions of Messrs. Chambers and Young pertaining to the item, which they answered accordingly.

- c) R2016-0112: A Resolution authorizing a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$10,658,692.00 for rental assistance for homeless individuals and families for the Shelter Plus Care Tenant-based Rental Assistance Program in connection with the FY2015 HEARTH Act Continuum of Care Homeless Assistance Programs for the period 5/1/2016 - 4/30/2017; 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.

Ms. Ruth Gillette, Manager of the Office of Homeless Services, and Ms. Elaine Gimmel, Chief Operating Officer of Emerald Development and Economic Network, Inc., addressed Council regarding Resolution No. R2016-0112. Discussion ensued.

Councilmembers asked questions of Mss. Gillette and Gimmel pertaining to the item, which they answered accordingly.

- d) R2016-0113: A Resolution making an award on RQ35953 to various providers for job readiness, job search, job placement and job retention services for Ohio Works First cash assistance and food stamp recipients for the period 7/1/2016 - 6/30/2017; authorizing the County Executive to execute the contracts and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective:
- i) The Centers for Families and Children in the amount not-to-exceed \$697,455.00.
 - ii) Verge Inc. in the amount not-to-exceed \$717,424.50.

Mr. David Merriman, Administrator of Cuyahoga Job and Family Services, and Mr. Robert Math, Manager of Cuyahoga Job and Family Services, addressed Council regarding Resolution No. R2016-0113. Discussion ensued.

Councilmembers asked questions of Messrs. Merriman and Math pertaining to the item, which they answered accordingly.

- e) R2016-0114: A Resolution making an award on RQ36191 to The Centers for Families and Children in the amount not-to-exceed \$525,000.00 for implementation of a job skills center for work-required public assistance recipients for the period 7/1/2016 - 6/30/2017; 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.

Messrs. Merriman and Math addressed Council regarding Resolution No. R2016-0114. Discussion ensued.

Councilmembers asked questions of Messrs. Merriman and Math pertaining to the item, which they answered accordingly.

7. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

8. PUBLIC COMMENT UNRELATED TO AGENDA

There were no public comments given unrelated to the agenda.

9. ADJOURNMENT

With no further business to discuss, Council President Brady adjourned the meeting at 4:45 p.m., without objection.



MINUTES

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, JUNE 28, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
5:00 PM**

1. CALL TO ORDER

Council President Brady called the meeting to order at 5:06 p.m.

2. ROLL CALL

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

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

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

There was no silent meditation.

5. PUBLIC COMMENT RELATED TO AGENDA

Rev. Pamela Pinkney Butts addressed Council regarding various agenda and non-agenda items.

6. APPROVAL OF MINUTES

- a) June 14, 2016 Committee of the Whole Meeting
- b) June 14, 2016 Regular Meeting

A motion was made by Mr. Hairston, seconded by Mr. Germana and approved by unanimous vote to approve the minutes of the June 14, 2016 Committee of the Whole and Regular meetings.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

There were no announcements from Council President Brady.

8. MESSAGES FROM THE COUNTY EXECUTIVE

There were no messages from County Executive Budish as he was absent from the meeting.

9. LEGISLATION INTRODUCED BY COUNCIL

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

A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2016-0115 and R2016-0116.

- 1) R2016-0115: A Resolution amending the 2016 schedule of County Council meetings by canceling the 8/23/2016 Regular meeting.

Sponsor: Council President Brady

On a motion by Mr. Brady with a second by Ms. Conwell, Resolution No. R2016-0115 was considered and adopted by unanimous vote.

- 2) R2016-0116: A Resolution approving an amendment to an agreement establishing and governing the Village of Walton Hills - Sagamore Hills Township Joint Economic Development District, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Schron and County Executive Budish

On a motion by Mr. Gallagher with a second by Mr. Brady, Resolution No. R2016-0116 was considered and adopted by unanimous vote.

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

- 1) R2016-0117: 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 Conwell on behalf of Cuyahoga County Personnel Review Commission

Council President Brady referred Resolution No. R2016-0117 to the Human Resources, Appointments & Equity Committee.

c) CONSIDERATION OF ORDINANCES OF COUNCIL FOR THIRD READING ADOPTION

- 1) O2015-0003: An Ordinance amending Title 7 of the Cuyahoga County Code to include community development as an allowable use for the Casino Revenue Fund and to establish the County Community Development Supplemental Grant Fund Program, and declaring the necessity that this Ordinance become immediately effective.

Sponsors: Councilmembers Greenspan, Simon, Germana, Gallagher, Conwell, Hairston, **Brown and Jones**

On a motion by Mr. Greenspan with a second by Ms. Brown, Ordinance No. O2015-0003 was considered and adopted by unanimous vote.

- 2) O2016-0010: An Ordinance amending Section 205.06 of the Cuyahoga County Code to modify the appointment process for the Chair of the Debarment Review Board, the qualifications for members of the Board, and to provide that all members of the Board shall serve without compensation; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: Councilmember Simon on behalf of Debarment Review Board

On a motion by Ms. Simon with a second by Mr. Miller, Ordinance No. O2016-0010 was considered and adopted by unanimous vote.

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2016-0118.

- 1) R2016-0118: A Resolution amending the 2016/2017 Biennial Operating Budget for 2016 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.

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

Mr. Greenspan introduced a written amendment on the floor. Discussion ensued.

A motion was then made by Mr. Greenspan, seconded by Mr. Brady and approved by unanimous vote to amend Resolution No. R2016-0118 by deleting "\$5,869,449.00" and inserting "\$2,394,492.00" and also by deleting "covers the period January 1, 2016 through December 31, 2016" and inserting "represents the unencumbered cash balance in the Casino Revenue Fund as of December 31, 2015"

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

- 1) R2016-0119: A Resolution declaring that public convenience and welfare requires slab replacement for Fitch Road Culvert 02.23 over Root Ditch in the City of North Olmsted; total estimated project cost \$250,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; 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. R2016-0119 to the Public Works, Procurement & Contracting Committee.

- 2) R2016-0120: A Resolution making an award on RQ36701 to Karvo Companies, Inc. in the amount not-to-exceed \$1,211,143.20 for 2016 Operations Resurfacing Program – Group 2, located in various municipalities; 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 the amount of \$1,031,894.01 to fund said contract; 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:
- i) Eastland Road/Fowles Road from Berea South Corporation Line to Bagley Road in the City of Berea.
 - ii) Turney Road from Hathaway Road to Garfield Heights East Corporation Line in the City of Garfield Heights.

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

Council President Brady referred Resolution No. R2016-0120 to the Public Works, Procurement & Contracting Committee.

- 3) R2016-0121: A Resolution adopting the Annual Tax Budget, including the Cuyahoga County Library Budget, for the year 2017; and declaring the necessity that this Resolution become immediately effective.

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

Council President Brady referred Resolution No. R2016-0121 to the Finance & Budgeting Committee.

- 4) R2016-0122: A Resolution making a Cuyahoga County 9-1-1 Consolidation Shared Services Fund award to City of South Euclid on behalf of Heights/Hillcrest Communications Center in the amount not-to-exceed \$1,000,000.00 for Public Safety Answering Point consolidation support for the period 8/1/2016 - 8/1/2017; authorizing the County Executive to execute the agreement and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Public Safety and Justice Services/Office of Emergency Management on behalf of 9-1-1 Consolidation Shared Services Fund Review Committee **and Councilmembers Hairston, Simon and Gallagher**

Council President Brady referred Resolution No. R2016-0122 to the Public Safety & Justice Affairs Committee.

- 5) R2016-0123: A Resolution authorizing a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,443,480.00 for administration of the FY2015 Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the HEARTH Act Homeless Assistance Grant Program for the period 8/1/2016 - 7/31/2017; 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 Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Council President Brady referred Resolution No. R2016-0123 to the Health, Human Services & Aging Committee.

- c) DISCHARGE FROM COMMITTEES AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 12S and 9D.

A motion was then made by Mr. Brady, seconded by Mr. Gallagher and approved by unanimous vote to dispense with committee review and discharge Resolution Nos. R2016-0106, R2016-0108, R2016-0112, R2016-0113 and R2016-0114 to the full Council for consideration for second reading adoption.

- 1) R2016-0106: A Resolution making an award on RQ35433 to CHMWarnick, LLC in the amount not-to-exceed \$675,000.00 for asset management services for the Hilton Cleveland Downtown Hotel for the period 6/28/2016 - 6/28/2019; 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.

Sponsor: County Executive Budish/Department of Public Works

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

On a motion by Mr. Brady, with a second by Mr. Germana, Resolution No. R2016-0106 was considered and adopted by unanimous vote.

- 2) R2016-0108: A Resolution authorizing an amendment to Contract No. CE1100414-01 with Toshiba Business Solutions, (USA), Inc. for Countywide enterprise digital and print management services using “green” friendly technology for the period 7/1/2011 - 6/30/2016 to extend the time period to 6/30/2019 and for additional funds in the amount not-to-exceed \$3,900,000.00; 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.

Sponsor: County Executive Budish/Departments of Information Technology and Public Works

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

On a motion by Mr. Germana, with a second by Mr. Miller, Resolution No. R2016-0108 was considered and adopted by unanimous vote.

- 3) R2016-0112: A Resolution authorizing a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$10,658,692.00 for rental assistance for homeless individuals and families for the Shelter Plus Care Tenant-based Rental Assistance Program in connection with the FY2015 HEARTH Act Continuum of Care Homeless Assistance Programs for the period 5/1/2016 - 4/30/2017; 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 Health and Human Services/Division of Community Initiatives/Office of Homeless Services

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

On a motion by Mr. Miller, with a second by Ms. Conwell, Resolution No. R2016-0112 was considered and adopted by unanimous vote.

- 4) R2016-0113: A Resolution making an award on RQ35953 to various providers for job readiness, job search, job placement and job retention services for Ohio Works First cash assistance and food stamp recipients for the period 7/1/2016 - 6/30/2017; authorizing the County Executive to execute the contracts and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) The Centers for Families and Children in the amount not-to-exceed \$697,455.00.
- ii) Verge Inc. in the amount not-to-exceed \$717,424.50.

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

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

On a motion by Mr. Jones, with a second by Mr. Miller, Resolution No. R2016-0113 was considered and adopted by unanimous vote.

- 5) R2016-0114: A Resolution making an award on RQ36191 to The Centers for Families and Children in the amount not-to-exceed \$525,000.00 for implementation of a job skills center for work-required public assistance recipients for the period 7/1/2016 - 6/30/2017; 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 – Jones

On a motion by Mr. Jones, with a second by Ms. Brown, Resolution No. R2016-0114 was considered and adopted by unanimous vote.

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

A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution No. R2016-0098.

- 1) R2016-0098: A Resolution confirming the County Executive's appointment of Brandy R. Carney, upon her taking the oath of office, as Director of the Department of Public Safety and Justice Services; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Committee Assignment and Chair: Committee of the Whole – Brady

On a motion by Mr. Brady, with a second by Ms. Brown, Resolution No. R2016-0098 was considered and adopted by unanimous vote.

[Clerk's Note: Immediately after passage of Resolution No. R2016-0098, Director of Law Robert Triozzi administered the oath of office to Brandy Carney.]

- 2) R2016-0111: A Resolution authorizing a contract with Taser International, Inc. in the amount not-to-exceed \$724,621.43

for Taser body cameras for the period 7/1/2016 - 6/30/2021; 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/County Sheriff

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

On a motion by Mr. Gallagher, with a second by Mr. Hairston, Resolution No. R2016-0111 was considered and adopted by unanimous vote.

11. MISCELLANEOUS COMMITTEE REPORTS

Mr. Greenspan reported that the Finance & Budgeting Committee will meet on Thursday, July 7, 2016 at 1:00 p.m.

Mr. Germana reported that the Public Works, Procurement & Contracting Committee will meet on Wednesday, July 6, 2016 at 10:00 a.m.

Ms. Conwell reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, July 5, 2016 at 10:00 a.m.

Mr. Jones reported that the Health, Human Services & Aging Committee will meet on Wednesday, July 6, 2016 at 1:00 p.m.

12. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

13. PUBLIC COMMENT UNRELATED TO AGENDA

Rev. Pamela Pinkney Butts addressed Council regarding various agenda and non-agenda items.

Ms. Terri Honer addressed Council regarding funding for home improvements for residents of the City of Bedford Heights.

14. ADJOURNMENT

With no further business to discuss and on a motion by Mr. Hairston with a second by Mr. Jones, the meeting was adjourned at 5:40 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0124

Sponsored by: Councilmember Conwell 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 2.01 of the Cuyahoga County Personnel Policies and Procedures Manual (Ordinance Nos. 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 6/29/2016, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through F) and recommends 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:

Modification of the following Classifications: (See Attached Classification Specifications)

Proposed Revised Classifications:

Exhibit A: Class Title: *Administrative Hearing Officer*
Class Number: 1052611
Pay Grade: 13
*Revised functions to better reflect the current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.

Exhibit B: Class Title: *Administrative Hearing Officer Supervisor*
Class Number: 1052612
Pay Grade: 14
*Revised functions to better reflect current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.

Exhibit C: Class Title: *Administrative Hearing Program Administrator*
Class Number: 1052613
Pay Grade: 15
* Revised functions to better reflect current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.

Proposed Deleted Classification:

Exhibit D: Class Title: *Senior Payroll Officer*
Number: 1053624
Pay Grade: 8

Proposed New Classifications:

Exhibit E: Class Title: *Domestic Relations Mediator*
Number: 1062552
Pay Grade: 10

Exhibit F: Class Title: *Talent Acquisition & Employment Specialist*
Number: 1053811
Pay Grade: 10

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Administrative Hearing Officer	Class Number:	1052611
FLSA:	Exempt	Pay Grade:	13
Dept:	Cuyahoga Job & Family Services (Child Support Enforcement Agency), only		

Classification Function

The purpose of this classification is to preside over administrative child support hearings and parenting time hearings with parties and their representatives.

Distinguishing Characteristics

This is a journey level classification with responsibility for preparing and presiding over administrative hearings. The incumbents exercise discretion in applying procedures to resolve issues. The employees in this class work under general supervision. This class is distinguished from the Administrative Hearing Officer Supervisor in that the later supervises this class and performs the more complex work of the unit.

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.

- 70% +/- 10%
- Presides over administrative child support hearings and parenting time hearings with parties and their representatives; examines parties and elicits testimony on issues relevant to the determination of child and medical support; ensures that parties are advised of their legal right and responsibilities; ensures that proper documentation is submitted in support of their testimony; accommodates special circumstances such as minors, limited English proficiency, domestic violence, and hearing impaired parties.
- 15% +/- 10%
- Reviews files, administrative records, state wage information, court dockets, public assistance information, and computer programs; reviews documents submitted by parties, employers, or obtained by Agency prior to hearing date; rules on requests for cancellations, dismissals, and continuances; researches statutory and case laws as well as Ohio Administrative Code; prepares memorandums, proposals, policies, and procedures.
- 15% +/- 10%
- Reviews, evaluates, and interprets for credibility and accuracy evidence presented at hearing; researches legal issues presented at hearing; prepares child support and medical support orders for typing and distribution to parties and attorneys; verifies address, pay rates, medicals, etc.

Minimum Training and Experience Required to Perform Essential Job Functions

Juris Doctorate with three (3) years of legal experience in family law. Must have a valid and current license to practice law in the State of Ohio.

Additional Requirements for all levels

Must obtain an Ohio CSEA Directors' Association Hearing Officer Accreditation Certification within 12 months of hiring.

EXHIBIT A

Proposed DATE

Administrative Hearing Officer

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, routine statistics, and moderate math such as algebra.

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 evidence for hearings (e.g. - Court Orders, client files, court dockets, employer inquiries, birth certificates, tax returns, paystubs, medical insurance charts, receipt calculations, finding, recommendations, SVES, BMV Ladser Substrates, SETS, CRIS-e, letters from schools) and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Child Support Guidelines, Ohio Revised Code, Personnel Policies and Procedures Manual, Ohio Administrative Code, Rules of Civil Procedure, case law, Ohio Code of Professional Responsibility, and Ohio Code of Ethics.
- Ability to prepare administrative findings, child support guidelines, memorandum, calculation of arrears, updates on changes in Law, Backlog Report, report for special projects, docket findings, transmittal logs, policy and procedures, spreadsheets, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to engage in formal litigation, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret legal, accounting, and counseling terminology and language.
- Ability to communicate with hearing participants, guardians, attorneys, court personnel, managers, supervisors, support officers, protective services, parole officers, prison personnel, school personnel, employers, and other County employees.

Environmental Adaptability

- Work is typically performed in an office environment.
- Work may involve exposure to violence, disease, bodily fluids, 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.

Proposed DATE

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Administrative Hearing Officer Supervisor	Class Number:	1052612
FLSA:	Exempt	Pay Grade:	14
Dept:	Child Support Enforcement Agency, only		

Classification Function

The purpose of this classification is to supervise Administrative Hearing Officers, which includes responsibilities of case reviews and conducting administrative hearings.

Distinguishing Characteristics

This is a management level classification with responsibility for performing and overseeing the activities of Administrative Hearing Officers in the Administrative Hearing Unit of Jobs and Family Services. This class works under the direction from the Office of Child Support Services (OCSS) Director/designee, Deputy Director, or the Administrative Hearing Program Administrator. The incumbent exercises discretion in applying procedures to review cases and conduct hearings, and provide instruction for Administrative Hearing Officers.

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%
- Supervises Administrative Hearing Officers; provides job instruction and training; updates staff on current laws and worksheets; assigns, coordinates, and reviews work; prepares employee performance evaluations; reviews and approves employee leave requests; reviews time sheets; reviews weekly and monthly hearing officer statistics; sits on the interview panel for selection of employees; recommends discipline or discharge.
- 30% +/- 10%
- Performs legal research into issues related to cases; examines State Senate and House bills and pending legislation and formulates comments regarding their effects; participates in development of policies and procedures based on legislative developments; reviews problem cases; works with court personnel and Prosecutors' Office to resolve issues on court cases and administrative cases.
- 15% +/- 10%
- Reviews cases and conducts hearings; hears arguments and evidence of both parties, compares hearing information and case research with any appropriate guidelines, prepares recommendations and findings, applies data to any associated guidelines for review purposes.
- 10% +/- 5%
- Performs various administrative duties; conduct monthly unit meetings; prepare agenda and meeting minutes; attend trainings, seminars, and video conferences; give advice and answer questions about policy or legal matters; resolve clients' complaints; docket cases and forwards for inclusion on master list, interpret any court orders associated with hearing; examines case files for accuracy.

EXHIBIT B

Proposed DATE

Administrative Hearing Officer Supervisor

Minimum Training and Experience Required to Perform Essential Job Functions

Juris Doctorate with five (5) years of family law experience including one year of supervisory experience. Must have a valid and current license to practice law in the State of Ohio.

Additional Requirements for all levels

Must obtain an Ohio CSEA Directors' Association Hearing Officer Accreditation Certification within 12 months of hiring.

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.

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, routine statistics, and moderate math such as algebra.

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 journal entries, case files, statutes and regulations, case law, law reviews, court returns, emails, hearing officer files, prosecutor opinion referrals, weekly statistics, monthly statistics, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Ohio Child Support Guidelines, Ohio Administrative Code, Case Law, and Ohio Revised Code.
- Ability to prepare case reports, findings and recommendations, performance appraisals, monthly reports, agenda and minutes from hearing officer meeting, case law memos, child support orders, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to engage in formal litigation, to 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 **accounting, human resource, medical,** and legal terminology and language.

Proposed DATE

Administrative Hearing Officer Supervisor

- Ability to communicate with hearing participants, attorneys, hearing officers, management staff, referees, court personnel, prosecutors, directors, agency staff, clients, 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

Class Title:	Administrative Hearing Program Administrator	Class Number:	1052613
FLSA:	Exempt	Pay Grade:	15
Dept:	Cuyahoga Job & Family Services (Child Support Enforcement Agency), only		

Classification Function

The purpose of this classification is to administer hearing program functions and to supervise several different units in the Office of Child Support Services (OCSS).

Distinguishing Characteristics

This is a senior management level classification with responsibility for overseeing and performing technical activities in several units in the Child Support Enforcement Agency. This class performs technical and functional oversight and is responsible for ensuring duties are performed in a timely and accurate manner. The employee works within a framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 10%
- Manages the components of Administrative Hearing Unit and other assigned functional units of the child support program; delegates assignments to staff; monitors completion of assignments; addresses client issues in person, via correspondence, or over the telephone; participates in telephone out-of-state phone hearings; vacates/corrects orders; addresses order number conflicts; works Administrative Hearing Unit locate drawer; problem solving case specific issues; monitors and prepare performance report to insure compliance with mandatory statutory time frames; determines allocation of staff based upon needs and demands.
- 25% +/- 10%
- Conducts meetings and trainings; oversees training of new staff; attends weekly managers' meeting, attends quarterly meetings; conducts monthly supervisory staff meetings; prepares and conducts presentations to the management team; attends Ohio CSEA Director's Association conference and legal seminars; participates in TALK and ARWIG video sessions.
- 15% +/- 10%
- Develops policies/procedures; works on special projects; establish performance objectives in conjunctions with the Federal Performance Indicators; develops and maintains reporting systems to monitor status, activity, and performance of the divisions; develops and implements customer service standards; evaluates new legislation to determine the impact on the agency; develops and revises policies and procedures based on changes to the Ohio Revised Code; participates in project specific agency workgroups; designs and monitor special projects designed to insure compliance with the Ohio Revised Code.
- 10% +/- 5%
- Addresses personnel issues; complete performance evaluations reviews and approves performance evaluations completed by supervisors; disciplines staff including verbal, coaching, written reprimands, and recommendations for suspension or removal; participates in new hire interview and promotional opportunity interviews; approves timesheets, leave requests, and requests for administrative leave; addresses staff work place needs.

EXHIBIT C

Proposed DATE

Administrative Hearing Program Administrator

Minimum Training and Experience Required to Perform Essential Job Functions

Juris Doctorate with five (5) years of law experience, preferably in a related field. Must have a valid and current license to practice law in the State of Ohio.

Additional Requirements for all levels

Must obtain an Ohio CSEA Directors' Association Hearing Officer Accreditation Certification within 12 months of hiring.

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.

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, subtracts, multiply, divide, calculate decimals and percentages, routine statistics, and algebra.

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 various mail about child support issues, client files, statutes and regulations, case law, law reviews, court or administrative orders, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, Ohio Administrative Code, and the State Office of Child Support Online Program Manual.
- Ability to prepare case reports, monthly reports, policies procedures, internal memorandums, updating internal forms/worksheets, performance appraisals, Ohio Administrative Code clearance review comments, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Proposed DATE

Administrative Hearing Program Administrator

- Ability to engage in formal litigation, to manage people and programs, to 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 legal and low level human resource terminology and language.
- Ability to communicate with hearing participants, attorneys, hearing officers, judges, administrator, director, deputy director, co-managers, supervisors, support officers, program officers, legal service assistants, support specialists, information processors, clients, prosecutors, court personnel, agency staff and 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

Class Title:	Senior Payroll Officer	Class Number:	1053624
FLSA:	Non - Exempt	Pay Grade:	8
Dept:	Fiscal Office - Auditor		

Classification Function

The purpose of this classification is to maintain accurate payroll records for employees in all County agencies ensuring that all paychecks are accurate and consequent deduction warrants are correct.

Distinguishing Characteristics

This is a journey-level classification that works under general supervision and is responsible for ensuring timely and accurate payroll processing for County employees. The employee works under a framework of well established policies and procedures. The incumbent coordinates payroll functions with Payroll Officers from the other County departments. This class requires a higher level of experience than the journey level Payroll Officer class and is responsible for County-wide payroll services.

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%
- Enters payroll and personnel data; ensures that all data entries are correct.
- 20% +/- 5%
- Downloads pay data including hours and earnings into the payroll system; generates payroll checks and deduction warrants; sends out deduction reports and warrants to all agencies.
- 10% +/- 10%
- Prepares and files municipal income taxes; calls in Federal tax deposits and payments.
- 5% +/- 10%
- Processes mail and information requests.
- 10% +/- 10%
- Performs online reporting of OPERS including buyback, disability reporting, and sending out of checks.
- 20% +/- 5%
- Answers phone calls and questions from department Payroll Officers, County employees and the public; provides assistance with problems and corrections.
- 5% +/- 5%
- Sets up and processes prosecutor stipends.

Minimum Training and Experience Required to Perform Essential Job Functions

An Associate's degree in bookkeeping, computer science, business or a related field with three (3) years experience in bookkeeping, payroll, employee benefits, or accounting; or an equivalent combination of education, training, and experience.

Additional Requirements

No certificates or licenses required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory requirements.

Mathematical Ability

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

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 employee data, bank reports, tax reports, garnishment files, OPERS reports and forms, letters and warrants.
- Ability to comprehend a variety of reference books and manuals including payroll manual, pay registers, work histories, and FAMIS.
- Ability to prepare file maintenance reports, gross to net registers, spreadsheets, stipend reports, revenue receipts, checks, money orders, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret payroll and benefits terminology and language.
- Ability to communicate with Payroll Officers, employees from other departments, departmental employees, OPERS and the public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Domestic Relations Mediator	Class Number:	1062552
FLSA:	Exempt	Pay Grade:	10
Dept:	Public Safety and Justice Services		

Classification Function

The purpose of this classification is to act as an impartial third-party mediator to address parenting disputes and develop agreements that are in the children's' best interests.

Distinguishing Characteristics

This is a professional level classification with responsibility for performing mediations for domestic relations cases. Incumbents work within a framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 55% +/- 10%
- Conducts mediations and assists with the mediation process; listens and processes information in mediations; negotiates with high conflict couples through oral communication; teaches communications skills; screens for substance, mental health, and child abuse; prepares for mediation by reviewing docket and all filed Motions and Orders; advises litigants of outcomes and options available.
- 15% +/- 10%
- Assists with special projects as needed by the Cuyahoga County Domestic Relations; participates in projects to improve case flow management; speak at various public outreach and training events; prepares slides and PowerPoint's.
- 30% +/- 10%
- Performs administrative tasks; creates parenting plans; maintains assigned docket; maintains deadlines and coordinates with court staff; maintains court calendar; inputs court case notes; refers litigants to Ohio Agencies for services; attends required continuing education courses.

Minimum Training and Experience Required to Perform Essential Job Functions

Juris Doctorate with one (1) year of Family Law experience including, but not limited to, Family Law internship or Family Law externship experience.

Must have completed the required training under the Rules of Superintendence for the Courts of Ohio.

Additional Requirements for all levels

No special license or certification is required.

EXHIBIT E

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, 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 case motions, orders, intake forms, motions to modify parental rights and responsibility, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Civil Rules, Rules of Domestic Relations Court, current legislation in family law, and Ohio Rules of Mediation.
- Ability to prepare correspondence, memorandum of understandings, mediation outcome reports, quarterly status reports, agreements to mediate, Records for Early Neutral Evaluation cases, 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 legal terminology and language.
- Ability to communicate with judges, court personnel, attorneys, Guardian Ad Litem, Domestic Violence Advocates, and the general public.

Environmental Adaptability

- Work is typically performed in an office and court environment.
- Work will involve exposure to violence.

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

Class Title:	Talent Acquisition & Employment Specialist	Class Number:	1053811
FLSA:	Exempt	Pay Grade:	10
Dept:	Human Resources		

Classification Function

The purpose of this classification is to identify, develop, and implement talent acquisition and employment strategies to meet the County's current and future staffing needs.

Distinguishing Characteristics

This is a journey level classification with responsibility for developing and managing talent acquisition projects under a framework of policies, procedures, regulations and guidelines. The incumbents exercise discretion in applying procedures to resolve issues.

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%
- Develops and coordinates talent acquisition projects in conjunction with the appointing authority for unclassified positions and classified positions post Personnel Review Commission certification lists, including but not limited to the identification of timeline, milestones, deliverables, approvals, candidate sourcing & screening, and interview competencies and assessments; works with line managers to address existing and anticipated organizational and skill needs; assists in identifying areas of skill deficiencies and developing solutions to address them; develops an understanding of job requirements; works with hiring managers to identify departmental skill gaps and possible opportunities to identify and/or create entry level and experienced employment opportunities; identifies possible internship, cooperative education, or other training programs to assist in early talent identification; assists in identifying and/or creating mechanisms to retain employees; develops a pipeline of experienced and entry level candidates to anticipate future hiring needs; creates mechanisms to foster short and long term candidate relationship building as a feeder for County vacancies.
- 20% +/- 10%
- Assists in the development, planning, implementation, and evaluation of existing and new talent acquisition programs; assembles functional work teams to initiate, coordinate and lead programs and to continually evaluate program effectiveness; develops mechanisms to capture and report talent acquisition program metrics to continually evaluate program effectiveness; assists in developing survey tools and analyzing related data to understand new employee experience; maintains accurate employment data for talent acquisition purposes; collects and interprets data and makes recommendations based on hiring patterns, terminations, turn over analysis ratios, skill set availability, and local, state, and federal unemployment rate.
- 15% +/- 10%
- Screens applicants qualifications for unclassified positions to ensure minimum qualifications are met, and forwards suitable candidates to hiring manager; records appropriate information on any applicable job applicant screening forms to assist managers in supporting selection decisions; screens applications for bargaining and non-bargaining positions, based on job qualifications and makes recommendations to hiring manager; prepares correspondence to applicants, including test notices, rejection notices, invitations to interview, offer letters, etc.; coordinates and facilitates applicant screening processes including assessments and interviews; communicates with stakeholders on interviewing process and establishes roles for all participants in the hiring and selection process.

Proposed DATE

EXHIBIT F

15% +/- 10%

- Develops and coordinates talent acquisition outreach projects and programs in alignment with organizational need for current and future vacancies within the County; networks with professionals in both public and private sector to enhance talent acquisition opportunities/resources (e.g. educational institutions, employment agencies, professional groups); builds relationships with unemployment agencies, higher educational institutions, welfare co-work, community leaders, etc.; develops talent acquisition goals for under-representative groups and proceeds accordingly; investigates and implements new talent acquisition processes; monitors local and national employment trends and makes recommendations; identifies appropriate departmental vacancies and solicits internships with local colleges and universities as needed; assists in developing online and offline outreach strategies to engage prospective candidates and representatives from community based organizations; identifies targeted candidate populations: skilled trades/craft, students, military/veterans, retraining, & re-entry programs, vocational programs and educational institutions, etc. to support organization-wide hiring needs in alignment with the County's mission and vision, strategic plan, and Diversity and Inclusion initiatives.

10% +/- 5%

- Performs related administrative duties; maintains records of data and information on vacant positions to determine talent acquisition needs; tracks vacancies; tracks and monitors the filling of positions based on the talent acquisition goals; prepares reports as needed.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree preferably in Human Resources, Labor and Employee Relations, Business Management, or a related field with three (3) years of experience in project management including communication and implementation related to talent acquisition, compensation, benefits, training, employee and labor relations, performance management or organizational development.

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 and 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 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 background check information, resumes, cover letters, applications, classification specifications, job descriptions, temporary work level assignments documents, assessment scores and other reports and records.

Proposed DATE




Thomas L. Colaluca, Commissioner
 Deborah Southerington, Commissioner
 Robert M. Wolff, Commissioner

**CUYAHOGA COUNTY
 PERSONNEL REVIEW COMMISSION
 MEMORANDUM**

DATE: June 30, 2016

TO: Cuyahoga County Council President Dan Brady
 Yvonne Conwell, Chairwoman, Human Resources, Appointments & Equity Committee
 Council Members, Human Resources, Appointments & Equity Committee

FROM: Chairman Thomas Colaluca, 
 Cuyahoga County Personnel Review Commission

RE: Recommending Modifications to Class Plan

Please be advised that on June 29, 2016, the Personnel Review Commission considered and approved recommending modifications to the County's classification plan. In accordance with PRC Rule 4.06, these proposed changes were posted on the PRC's website for twenty (20) days before any formal action was taken on them. Details of the recommended changes are below:

PROPOSED NEW CLASSIFICATIONS			
Classification Title	Classification Number	Pay Grade	Department
Domestic Mediator	1062552	10	Public Safety and Justice Services
Talent Acquisition & Employment Specialist	1053811	10	Human Resources
PROPOSED REVISED CLASSIFICATIONS			
Classification Title	Classification Number	Pay Grade	Department
Administrative Hearing Officer	1052611	13	Cuyahoga Job & Family Services
Administrative Hearing Officer Supervisor	1052612	14	Cuyahoga Job & Family Services
Administrative Hearing Program Administrator	1052613	15	Cuyahoga Job & Family Services

Cuyahoga County Personnel Review Commission
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342 © 106

PROPOSED DELETED CLASSIFICATION(S)

Classification Title	Classification Number	Pay Grade	Department
Senior Payroll Officer	1053624	8	Fiscal Office

cc: Deborah Southerington, Commissioner
Robert Wolff, Commissioner
Rebecca Kopcienski, PRC Director
Armond Budish, County Executive
Douglas Dykes, Chief Talent Officer
Holly Woods, Dir. of HR Benefits and Compensation
Melissa Foldesi, Compensation Manager

Joseph Nanni, Council Chief of Staff
Kelli Neale, Program Officer 4
Jeanne Schmotzer, Clerk of Council
Melinda Burt, Law Department
Kristen Moore, Paralegal
Robert Triozzi, Law Director

<u>Job Title</u>	<u>Classification Number</u>	<u>Pay Grade</u>	<u>Department</u>	<u>Rational</u>
NEW				
Domestic Mediator	1062552	10	Public Safety and Justice Services	This is a new classification that reflects the essential functions and minimum qualifications of the position. The position is currently classified as a Program Officer.
Talent Acquisition & Employment Specialist	1053811	10	Human Resources	This is a new classification requested by the Department of Human Resources based on the operational needs of the department.
REVISED				
Administrative Hearing Officer	1052611	13	Cuyahoga Job & Family Services	PRC routine maintenance. Classification last revised in 2008. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
Administrative Hearing Officer Supervisor	1052612	14	Cuyahoga Job & Family Services	PRC routine maintenance. Classification last revised in 2008. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
Administrative Hearing Program Administrator	1052613	15	Cuyahoga Job & Family Services	PRC routine maintenance. Classification last revised in 1995. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
DELETE				
Senior Payroll Officer	1053624	8	Fiscal Office	The County has entered into a CBA with Laborer's Union Local 860 to represent employees in the County Fiscal Office.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0117

Sponsored by: Councilmember Conwell 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 2.01 of the Cuyahoga County Personnel Policies and Procedures Manual (Ordinance Nos. 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 6/15/2016, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through J) and recommends 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:

Modification of the following Classifications: (See Attached Classification Specifications)

Proposed Deleted Classifications:

- Exhibit A: Class Title: *Account Technician*
Class Number: 1013213
Pay Grade: 5
- Exhibit B: Class Title: *Administrative Clerk*
Class Number: 1011121
Pay Grade: 3
- Exhibit C: Class Title: *Commercial/Industrial Appraiser*
Number: 1057201
Pay Grade: 10
- Exhibit D: Class Title: *Data Collector*
Number: 1057101
Pay Grade: 5
- Exhibit E: Class Title: *Inspector*
Number: 1055161
Pay Grade: 5
- Exhibit F: Class Title: *Microfilm Technician*
Number: 1011142
Pay Grade: 3
- Exhibit G: Class Title: *Residential/Agricultural Appraiser*
Number: 1057202
Pay Grade: 8
- Exhibit H: Class Title: *Scanning Reviewer*
Number: 1011141
Pay Grade: 1
- Exhibit I: Class Title: *Senior Commercial/Industrial Appraiser*
Number: 1057202
Pay Grade: 11

Exhibit J: Class Title: *Senior Residential/Agricultural Appraiser*
 Number: 1057103
 Pay Grade: 9

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: June 28, 2016
Committee(s) Assigned: Human Resources, Appointments & Equity

Committee Report/Second Reading: July 12, 2016

Journal _____
_____, 20__

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Accounting Technician	Class Number:	1013213
FLSA:	Non - Exempt	Pay Grade:	5
Dept:	Fiscal Office		

Classification Function

The purpose of this classification is to audit accounts payable vouchers, balance revenue receipts, re-issue or cancel warrants and prepares adjusting journal entries.

Distinguishing Characteristics

This is an advance journey-level clerical classification with responsibility for performing activities in the Accounts Payable unit of the Fiscal Office – Auditor. This class works under general supervision from the Accounts Payable manager, and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of well defined regulations, policies, and procedures. This class is distinguished from the Account Clerk classifications by the complexity of the work and by the experience required.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 20% +/- 10%
- Performs a variety of clerical and technical accounting duties in the preparation, keying in, maintaining, balancing, processing, and issuance of records of accounting and financial transactions; verifies accounting entries to ensure accuracy; distributes FAMIS reports; receive checks; verifies check numbers and dates; distributes checks as appropriate; prepares journal entries to cancel checks issued in error; reissues lost checks.
- 20% +/- 10%
- Processes, code enters, and various numerical or financial data; keys a variety of vouchers and audits for payment; distributes reports; checks for accuracy.
- 20% +/- 10%
- Totals and balances all direct deposits; balances revenues to FAMIS; enters tax deposits from the Budget Commission; monitors tax deposits and distributes receipt reports; ensures appropriate signatures; maintains files of reports.
- 20% +/- 10%
- Maintains the necessary accounting records and files to support processed transactions; provides technical support to assigned accounting clerical personnel, and provides back-up as necessary; researches and compiles basic technical information related to area of assignment.
- 20% +/- 10%
- Respond to questions from operating departments, vendors, agencies, employees, and the public regarding area of assignment; performs special projects and studies; collects and compile statistical and financial data for special reports

EXHIBIT A

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma supplemented with business vocational training with three (3) years experience in bookkeeping or clerical accounting; or an equivalent combination of education, training, and experience.

Additional Requirements

No licenses or corticated required.

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

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including reports generated by the computer system, vouchers, tax settlement vouchers, financial statements, and revenue receipts.
- Ability to comprehend a variety of reference books and manuals including computer software manual and policies and procedure manuals.
- Ability to prepare vouchers, reports, journal entries and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret accounting terminology and language.
- Ability to communicate with vendors, co-workers, supervisors, and employees and managers of other departments.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Administrative Clerk	Class Number:	1011121
FLSA:	Non - Exempt	Pay Grade:	3
Dept:	Fiscal Office		

Classification Function

The purpose of this classification is to perform a variety of general clerical work in support of the organizational unit to which assigned; to provide word processing and data entry support; and to provide general information and assistance to staff and the public.

Distinguishing Characteristics

This is a journey-level clerical classification. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise and are expected to become fully aware of operating procedures and policies of the work unit. This class works under a well defined framework of policies and procedures

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Assists and responds to requests for information from staff and the public in person or by phone, provides basic information on department and assigned program policies and procedures; assists in the registration of participants in assigned County sponsored programs; issues, receives types and processes various applications, reports, permits, licenses and other forms; collects and processes fees and charges.

- 20% +/- 10%
- Types, enters, records, proofreads and processes a variety of documents including general correspondence, reports, memos and statistical charts from rough draft, Dictaphone recordings or verbal instruction; may compose routine correspondence.

- 20% +/- 10%
- Performs various clerical duties on a computer which may include data processing, entering data into a spreadsheet or database program; may perform routine system back-up duties; runs computer reports as requested; processes department reports.

- 10% +/- 10%
- Maintains a variety of statistical records; checks and tabulates statistical data; prepares routine statistical reports.

- 20% +/- 10%
- Performs a wide variety of routine clerical work including sorting, filing, copying, billing, verifying, recording information on records and sending delinquent notices when necessary.

EXHIBIT B

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma with two (2) years experience including public contact, or an equivalent combination of education, training, and experience.

Additional Requirements

No licenses or corticated required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including emails, forms, reports, memos and correspondence.
- Ability to comprehend a variety of reference books and manuals including computer software manual and policies and procedure manuals.
- Ability to prepare vouchers, reports, data entry and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret general administrative terminology and language.
- Ability to communicate with vendors, co-workers, supervisors, and employees and managers of other departments.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Commercial/Industrial Appraiser	Class Number:	1057201
FLSA:	Exempt	Pay Grade:	10
Dept:	Fiscal Office - Auditor		

Classification Function

The purpose of this classification is to establish fair market value for commercial and industrial properties; maintain a database for all property types including commercial, industrial, residential and exempt with analysis of value for ad valorem (tax based on the value of real estate or personal property) tax purposes.

Distinguishing Characteristics

This is a journey level classification with responsibility for performing technical activities in the Real Estate Appraisal division in the Fiscal Office. This class works under technical and functional oversight from a Senior Commercial and Industrial Appraiser, and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of established regulations, policies, and procedures.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 5%
- Inspects new construction and major improvements to existing structures for value determination; contacts property owners, builders, municipal building departments, public officials and professional contacts to assist with valuation; cross references field notes with blue prints; sketches new building area onto property record card; cross references data with County GIS.
- 10% +/- 5%
- Researches, analyzes and values properties using industry standard financial analysis programs to support market values of income properties.
- 10% +/- 5%
- Surveys and analyzes property sales data, rentals, lease information, and physical characteristics.
- 15% +/- 5%
- Maintains and updates database of current real estate characteristics; maintains a database of sales periodicals and market data for apartment buildings using local and national trade publications.
- 10% +/- 5%
- Prepares market value valuations reports for all property types for ad valorem purposes using methods including field inspections, structure measurements, calculations, sales analysis, market trend studies, and income and expense analysis.
- 5% +/- 2%
- Communicates findings to taxpayers, attorneys and property agents.

EXHIBIT C

Minimum Training and Experience Required to Perform Essential Job Functions

Associate degree in finance, economics or a related field or certification as a real estate appraiser or a related field with three (3) years experience in real estate, construction, or finance or an equivalent combination of education, training, and experience.

Additional Requirements

Real Estate Appraiser certification is desirable, but not required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; calculate and use geometry, algebra and trigonometry.

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 cash flow statements, construction cost manuals, local and national trade publications, national commercial property publications, property listings, sales agreements, and lease data.
- Ability to comprehend a variety of reference books and manuals including blueprints, plat maps County Commercial Property manual, Marshall and Swift, trade and property publications, construction cost manual and dictionary of real estate.
- Ability to prepare property valuations reports, commercial sales verification and property record cards, spreadsheets and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret appraisal, financial analysis and building terminology and language.

Commercial/Industrial Appraiser

- Ability to communicate with taxpayers, co-workers, supervisors, property owners, brokers, and property managers, and attorneys.

Environmental Adaptability

- Work is often performed in the field where employees may be subject to hot and cold weather, fumes, odors, dust and loud noises.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Data Collector	Class Number:	1057101
FLSA:	Non - Exempt	Pay Grade:	5
Dept:	Fiscal Office - Auditor		

Classification Function

The purpose of this classification is to assist in the development of an opinion of the value of real property by which taxes can be assessed.

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.

- 70% +/- 20%
 - Collects and verifies information pertaining to a real property improvement in the field; adds or removes real property value based on building permits; measures improvements or the dwelling for square footage; performs sketching of a residential home or changes sketch; verifies or changes land use code; determines percentage of real property completion; determines characteristics, construction quality and condition of new dwellings; conducts interior inspection if necessary; interacts with municipal building departments and taxpayers; interacts with police departments to inform them of appraisal activities.
- 30% +/- 10%
 - Conducts sales verifications; conducts parcel accounting, performs data entry; answers phone for real property value questions; reconciles mileage and expenses; routes next day's work.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma supplemented with vocational school/coursework in real estate appraisal courses with two (2) years experience requiring public contact; or an equivalent combination of education, training, and experience.

Additional Requirements

No additional requirements.

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 and conduct physically collect measurements of dwellings.

EXHIBIT D

Supervisory Responsibilities

No supervisory requirements.

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 a building permits, Graphic User Interface (GUI), sales verification reports, and plat maps.
- Ability to comprehend a variety of reference books and manuals including plat maps, conversion tables, new construction manual, GUI and blueprints.
- Ability to prepare weekly activity reports, mileage reports, new construction sheets, office permits and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret real estate appraisal terminology and language.
- Ability to communicate with co-workers, supervisor, other County employees, taxpayers, municipal building officials and the general public.

Environmental Adaptability

- Work is often performed in the field where employees may be subject to hot and cold weather, fumes, odors, dust and loud noises.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Inspector	Class Number:	1055161
FLSA:	Non - Exempt	Pay Grade:	5
Dept:	Fiscal Office - Auditor		

Classification Function

The purpose of this classification is to verify the accuracy of transactions involving a count, weight, or measure of products sold to the general public; to maintain related records.

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. This class requires extensive public contact in enforcement of laws and 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.

- 60% +/- 20%
- Tests scales including computing, spring, counter, platform, jeweler, prescription, and point of sales scales for accuracy, correctness, and appropriate electrical/mechanical functions; scans products to determine price accuracy of prices; tests digital computing scales to include checking interface with other electronic cashing equipment; tests balances for sensitivity requirements and shift error; tests graduate and linear measures; verifies tare weights; inspects and tests other mechanical and electronic scales; accepts or rejects scales based on outcome of testing.
- 20% +/- 10%
- Tests retail service station petroleum dispensers to determine accuracy; inspects hose condition and device functioning; test diesel fast-flow meters; tests for suppressed values; test effectiveness of anti-drain valve; and checks money value computations; tests vehicle tank meters and other mechanical and electronic liquid measuring devices; accepts or rejects dispensers based on outcome of testing.
- 10% +/- 5%
- Investigates consumer complaints and takes action to resolve the complaint; completes forms and write reports.
- 10% +/- 5%
- Informs business owners/managers and/or device operators of applicable laws, specifications and tolerances; informs them of outcome of inspection and test, and of action required to correct devices not meeting specifications or tolerances.

EXHIBIT E

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma with vocational school/coursework required for Weights and Measures state certification with two (2) years experience requiring public contact; or an equivalent combination of education, training, and experience.

Additional Requirements

Ohio State Weights and Measures certification should be obtained within a year of hiring.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of related tools and equipment including weight verification kit, weight test, retail fuel prover, volume metric gauges, scales, seal press, and tags and seals.

Supervisory Responsibilities

No supervisory requirements.

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 a package checking report, scanner report, scale test report, gas pump report, request for service, food store reports, and retail store reports.
- Ability to comprehend a variety of reference books and manuals including weights and measures handbooks, the Ohio Revised Code (OCR), and examination procedure outline.
- Ability to prepare inspection and test reports, package checking report, retail fuel forms, time device forms, measuring forms, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret weights and measures legal terminology and language.
- Ability to communicate with co-workers, supervisor, other County employees, business owners, and the general public.

Environmental Adaptability

- Work is often performed in the field where employees may be subject to hot and cold weather, fumes, odors, dust and loud noises.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Microfilm Technician	Class Number:	1011142
FLSA:	Non - Exempt	Pay Grade:	3
Dept:	Fiscal Office - Recorder		

Classification Function

The purpose of this classification is to scan, archive and organize deeds, mortgages, legal documents and special projects.

Distinguishing Characteristics

This is an entry level clerical classification with responsibility for performing activities in the Microfilm unit of the Fiscal Office. This class works under general supervision from the unit manager, and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of well defined regulations, policies, and procedures.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Develops microfilm to provide accessible public record of recorded documents; transfers documents recorded each day for computer database to microfilm; reviews image quality; transfers documents images from main computer to archive writer. 55% +/- 10%
- Completes special projects requested by other departments to archive records from computer databases. 30% +/- 10%
- Segments documents on film by date; maintains Kodak processor for film development per ORC. 15% +/- 5%

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma with two (2) years experience in bookkeeping or clerical accounting, or an equivalent combination of education, training, and experience.

Additional Requirements

No licenses or certifications required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers, scanners, Archive Film Kodak Writer and peripheral equipment.

Supervisory Responsibilities

EXHIBIT F

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including deeds, mortgages, land contract, liens, easements, reports and images.
- Ability to comprehend a variety of reference books and manuals including Kodak processing manual and policies and procedure manuals.
- Ability to prepare microfilm, reports and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret general office and administrative terminology and language.
- Ability to communicate with vendors, co-workers, supervisors, and employees and managers of other departments.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Residential/Agricultural Appraiser	Class Number:	1057102
FLSA:	Non - Exempt	Pay Grade:	8
Dept:	Fiscal Office - Auditor		

Classification Function

The purpose of this classification is to appraise residential, condominium, and agricultural properties for tax purposes; to be responsible for the Current Agricultural Use Value (CAUV), Agricultural District, and the Ohio Forest Tax Law - ForestLand (OFTL) programs and correspondence; to perform valuation for Oil and Gas Wells Mineral Rights.

Distinguishing Characteristics

This is a journey level classification with responsibility for performing technical activities in the Real Estate Appraisal division in the Fiscal Office. This class works under technical and functional oversight from a Senior Residential/Agricultural Appraiser, and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of established regulations, policies, and procedures.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 5%
- Performs annual maintenance for a variety of properties including new condominium and conversion data collection, neighborhood maintenance, sales verification, parcel accounting, quality control, sub-register splits and consolidations, and new construction.

- 2% +/- 5%
- Determines the value of residential property in the County; researches property information and performs field inspections of new construction and major improvements to existing structures for value determination; handles petitions to change values.

- 60% +/- 5%
- Oversees the CAUV, OFTL and Mineral rights programs; assists taxpayers; maintains paperwork and files; appraises commercial agricultural properties and residential properties; performs data entry and queries on the computer; reviews permit lists for oil and gas wells; mails new and renewal applications and letters; prepares petitions, tax abstracts, reconciliations, and listings; processes applications and approves or disapproves of same; develops forms and information sheets; maintains schedules of deadlines and activities and develops new data and valuations during update and re-appraisal years.

- 8% +/- 0%
- Communicates with builders, sales office staff, condominium associations, building departments, taxpayers, realty offices and internet realty sites; assists with computer program development and maintenance.

EXHIBIT G

Minimum Training and Experience Required to Perform Essential Job Functions

Associate degree in finance, economics or a related field or certification as a real estate appraiser or a related field with two (2) years experience in real estate, construction, or finance or an equivalent combination of education, training, and experience.

Additional Requirements

Real Estate Appraiser certification is desirable, but not required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; calculate and use high school level 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 a variety of applications, tax bills, deeds, parcel accounting, certificates, lists, and letters.
- Ability to comprehend a variety of reference books and manuals including computer manuals, architectural drawings, the Ohio Revised Code (ORC), tax appeals, plat maps, maps, architectural drawings, procedures, policy manual and condominium manuals.
- Ability to prepare handouts, applications, petitions, appraisals, sketches of properties, reports, forms, lists, plat maps, databases, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret real property appraisal terminology and language.
- Ability to communicate with taxpayers, co-workers, supervisors, other County employees, employees from other agencies, builders, property owners and property managers, and attorneys.

Environmental Adaptability

- Work may be performed in the field where employees may be subject to hot and cold weather, fumes, odors, dust and loud noises.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Scanning Reviewer	Class Number:	1011141
FLSA:	Non - Exempt	Pay Grade:	1
Dept:	Fiscal Office		

Classification Function

The purpose of this classification is to review and input previously scanned documents within the Fiscal Office's imaging system.

Distinguishing Characteristics

This is an entry level clerical classification with responsibility for performing activities in the Records Management unit of the Fiscal Office. This class works under direct supervision from the unit manager, and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of well defined regulations, policies, and procedures.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Preps the documents by cropping, cleaning, rotating and straightening the images; searches and edits documents for missing pages, page numbers and volume numbers; ensures documents are numbered sequentially. 80% +/- 10%
- Locates specific documents on CD ROM that are missing in computer system; copies missing documents into computer system. 10% +/- 10%
- Searches microfilm for errors, mistakes or missing documents that were not scanned. 10% +/- 5%

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma with six (6) months experience in general clerical work, or an equivalent combination of education, training, and experience.

Additional Requirements

No licenses or certifications required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers, scanners, and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including deeds, mortgages, land contract, plat maps, reports and images.
- Ability to comprehend a variety of reference books and manuals including Kodak processing manual and policies and procedure manuals.
- Ability to prepare documents, reports and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret general office and administrative terminology and language.
- Ability to communicate with vendors, co-workers, supervisors, and employees of other departments.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Commercial/Industrial Appraiser	Class Number:	1057202
FLSA:	Exempt	Pay Grade:	11
Dept:	Fiscal Office - Auditor		

Classification Function

The purpose of this classification is to prepare appraisals of more complex and high-value commercial and industrial parcels; to assess and evaluate taxpayer complaints and inquiries regarding appraised values; communicate with taxpayers regularly to provide information, answer questions, and assist with appeals.

Distinguishing Characteristics

This is an advance journey level classification with responsibility for performing technical activities in the Real Estate Appraisal division in the Fiscal Office. This class performs technical and functional lead work over journey level classes. The employee works within a framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 15% +/- 10%
- May serve as lead worker over journey level workers; may provide technical training and instruction; may review work of other staff.

- 30% +/- 5%
- Maintains and updates industrial reports; maintains and updates commercial and industrial property databases; finalizes values and submits petitions for each inquiry to the Real Property department; researches, analyzes and values properties using industry standard financial analysis programs to support market values of income properties; checks and finalizes all part taxable/part exempt properties, as needed; resolves problems with property values.

- 35% +/- 5%
- Contacts taxpayers and schedules appointments and field checks to assist with appeals; surveys and analyzes property sales data, lease information, and physical characteristics; measures buildings and dwellings; reviews and finalizes all applications for valuations deduction for destroyed or injured properties.

- 20% +/- 5%
- Communicates with school board attorneys, taxpayers and developers; assists with developing standards.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate degree in finance, economics or a related field or vocational school in real estate appraisal or a related field with five (5) years experience in real estate, construction, or finance or an equivalent combination of education, training, and experience.

EXHIBIT I

Additional Requirements

Real Estate Appraiser certification is desirable, but not required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- 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.

Mathematical Ability

- Ability to add, subtracts, multiply, divide and calculate decimals and percentages; calculate and use geometry and algebra.

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 property inquiry records, petitions, property record cards, construction cost manuals, local and national trade publications, national commercial property publications, property listings, razing affidavit, time/mileage slips, and lease data.
- Ability to comprehend a variety of reference books and manuals including blueprints, plat maps tax rates, interest rates, cost/income manuals, comparable sales, and trade and property publications.
- Ability to prepare property inquiry records, petitions, property record cards, razing affidavits, time/mileage sheets, valuations reports, commercial sales verification and property record cards, 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 develop and maintain effective working relationships with a variety of individuals within and outside the Department.

Senior Commercial/Industrial Appraiser

- Ability to use and interpret real estate appraisal, financial analysis and building terminology and language.
- Ability to communicate with taxpayers, building departments, Real Property Department, non-profit organizations, the Board of Revision, property owners and property managers, and attorneys.

Environmental Adaptability

- Work is often performed in the field where employees may be subject to hot and cold weather, fumes, odors, dust and loud noises.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Residential/Agricultural Appraiser	Class Number:	1057103
FLSA:	Non - Exempt	Pay Grade:	9
Dept:	Fiscal Office - Auditor		

Classification Function

The purpose of this classification is to appraise more complex and high value residential, condominium, and agricultural properties for tax purposes; to be responsible for the Current Agricultural Use Value (CAUV), Agricultural District, and the Ohio Forest Tax Law - ForestLand (OFTL) programs and correspondence; to perform valuation for Oil and Gas Wells Mineral Rights.

Distinguishing Characteristics

This is an advanced journey level classification with responsibility for performing technical activities in the Real Estate Appraisal division in the Fiscal Office. This class works under technical and functional oversight from the Appraisal Manager Residential/Agricultural, and is responsible for performing duties in a timely and accurate manner. The employee works within a framework of established regulations, policies, and procedures.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 5%
- Performs annual maintenance of more complex and high value residential and agricultural properties including new condominium and conversion data collection, neighborhood maintenance, sales verification, parcel accounting, quality control, sub-register splits and consolidations, and new construction.
- 2% +/- 5%
- Determines the value of residential property in the County; researches property information and performs field inspections of new construction and major improvements to existing structures for value determination; handles petitions to change values.
- 60% +/- 5%
- Oversees the CAUV, OFTL and Mineral rights programs; assists taxpayers; maintains paperwork and files; appraises commercial agricultural properties and residential properties; performs data entry and queries on the computer; reviews permit lists for oil and gas wells; mails new and renewal applications and letters; prepares petitions, tax abstracts, reconciliations, and listings; processes applications and approves or disapproves of same; develops forms and information sheets; maintains schedules of deadlines and activities and develops new data and valuations during update and re-appraisal years.
- 8% +/- 0%
- Communicates with builders, sales office staff, condominium associations, building departments, taxpayers, realty offices and internet realty sites; assists with computer program development and maintenance.

EXHIBIT J

Minimum Training and Experience Required to Perform Essential Job Functions

Associate degree in finance, economics or a related field or certification as a real estate appraiser or a related field with three (3) years experience in real estate, construction, or finance or an equivalent combination of education, training, and experience.

Additional Requirements

Real Estate Appraiser certification is desirable, but not required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; calculate and use high school level 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 a variety of applications, tax bills, deeds, neighborhood profiles, certificates, lists, and letters.
- Ability to comprehend a variety of reference books and manuals including computer manuals, architectural drawings, the Ohio Revised Code (ORC), tax appeals, plat maps, zoning maps, architectural drawings, procedures, policy manual and condominium manuals.
- Ability to prepare handouts, applications, petitions, appraisals, sketches of properties, reports, forms, lists, databases, Comp King reports and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret real property appraisal and legal terminology and language.
- Ability to communicate with taxpayers, co-workers, supervisors, other County employees, employees from other agencies, builders, property owners and property managers, and attorneys.

Environmental Adaptability

- Work may be performed in the field where employees may be subject to hot and cold weather, fumes, odors, dust and loud noises.

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County Council of Cuyahoga County, Ohio

Ordinance No. O2016-0011

Sponsored by: Councilmembers Miller, Brady, Jones, Conwell, Germana, Schron, Hairston, Simon and Gallagher and County Executive Budish/Department of Health and Human Services/ Office of the Director	An Ordinance amending Section 202.10 of the Cuyahoga County Code to provide for the creation and adoption of a County Health and Human Services Plan.
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WHEREAS, Section 8.01 of the Cuyahoga County Charter establishes health and human services a major function of Cuyahoga County government, and these services have historically comprised one of Cuyahoga County’s largest expenditures; and,

WHEREAS, the size and scope of health and human services activity in Cuyahoga County is so large that any improvement obtained through effective planning would have large positive effects in improving cost-effectiveness, collaboration, and the quality of life in Cuyahoga County; and,

WHEREAS, several divisions of the Cuyahoga County Department of Health and Human Services have engaged in strategic planning but there has not been a recent effort to do system-wide planning for the health and human services in Cuyahoga County; and,

WHEREAS, the County Executive and County Council now seek to create a framework for an on-going, system-wide planning process for health and human services in Cuyahoga County; and,

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

SECTION 1. Section 202.10 of the Cuyahoga County Code is hereby amended to read as follows (additions are bolded and underlined, deletions are stricken):

Section 202.10 Department of Health and Human Services

- A. There is hereby established the Department of Health and Human Services. The duties, functions, and employees of the former Departments of Children & Family Services, Employment & Family Services, Cuyahoga Support Enforcement Agency, and Senior & Adult Services, each of which have historically operated as its own department, shall be incorporated as three separate divisions within the Department of Health and Human Services. These

divisions shall be known as Cuyahoga Job and Family Services, Children and Family Services, and Senior and Adult Services, Each of these divisions will be supervised by an Administrator who will report to the Director of Health and Human Services.

- B. The Department of Health and Human Services shall also contain the Community Initiatives Division, consisting of the Family and Children First Council, the Office of Early Childhood, the Office of Homeless Services, and the Office of Re-entry.
- C. The Department of Health and Human Services shall also contain the Office of the Director.
- D. The Director of Health and Human Services is hereby authorized to employ and supervise deputies, assistants and employees as shall be conducive to the efficient performance of the duties of the Department of Health and Human Services and is consistent with approved budgetary parameters determined by Council.

E. Health and Human Services Planning Process

1. The County Executive and the Director of Health and Human Services shall prepare and present to Council by July 1, 2017, a proposed five-year Health and Human Services Plan which may include any or all of the following elements and any other elements at the discretion of the Director of Health and Human Services:

- a. A map showing what health and human services are currently available in Cuyahoga County and who provides them;**
- b. An identification of needs and gaps in Cuyahoga County's health and human services and an assessment of the adequacy of current funding sources to meet those needs and gaps;**
- c. A statement of priorities and goals for the Department of Health and Human Services;**
- d. Identification of best strategies for implementing a prevention-oriented approach designed to reduce long-term demand for services;**
- e. A plan for creating more effective collaborations among the divisions of the Department of Health and Human Services and community agencies to achieve greater efficiency, reduce overlap, and more accessible intake procedures, while also ensuring compliance with all applicable laws related to information sharing;**

f. Identification of strategies for making better use of technology and business improvement models to improve service delivery;

g. Identification of strategies for helping people gain well-compensated employment and economic self-sufficiency through collaboration among the health and human services system and other large systems in our community, including workforce development, economic development, education, criminal justice, and others as appropriate; and

h. Identification of measurement strategies to assess progress made in achieving the priorities and goals set forth in the plan.

2. The Director of Health and Human Services is encouraged to facilitate involvement by members of County Council, other stakeholders, and the public during the planning process.

3. No later than ninety days after the plan is presented to Council, the Council may adopt the plan with such changes as the Council and the Executive shall agree upon prior to adoption. If the Council fails to act within ninety days, the plan shall become effective as presented.

4. The County Executive and the Director of Health and Human services shall present a revision of the five-year Health and Human Services plan every four years after the presentation of the original plan and may at their sole discretion present revisions in the interim. Revisions of the Health and Human Services Plan shall be reviewed by Council as provided in paragraph (E)(3) of this Section.

5. The Director of Health and Human Services, under the direction of the County Executive, may contract for professional services to assist in preparing the Health and Human Services Plan, consistent with the procedures for contracting, procurement, and budgeting provided in Title 5 and Title 7 of this Code.

6. The Director of Health and Human Services shall maintain a copy of the current Health and Human Services Plan and each prior plan that became effective on the appropriate County website.

E.F. Nothing in Section 202.10 of the Cuyahoga County Code is intended to limit the ability of the County Executive and the Director of the Department of Health and Human Services to abolish positions for the purpose of enhancing the efficiency of operations or for any other reason permitted by general law.

F.G. Displacement rights following the abolishment of a position within the Department of Health and Human Services are hereby delineated and wholly

defined as displacement within the Division to which each employee is assigned (i.e., the Division of Children and Family Services; the Division of Senior and Adult Services; Cuyahoga Job and Family Services; or, the Division of Community Initiatives Services). In the case of the employees of the Office of the Director, displacement rights shall be limited to that office.

G.H. No employee within the Department of Health and Human Services may displace another employee who has more retention points, regardless of the classification of either employee.

H.I. Section 202.10 of the Cuyahoga County Code specifically overrides any and all conflicting ordinances, as well as the provision set forth in OAC 123:1-41-12(E) that creates an additional displacement category for employees of county departments of job and family services defined as displacement in classifications previously held. Unless provided for otherwise in a collective bargaining agreement, in which case the terms of the agreement shall apply, employees in the Department of Health and Human Services shall have only those displacement rights contained herein.

SECTION 2. 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:
Committee(s) Assigned:

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0125

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2016/2017 Biennial Operating Budget for 2016 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 No. R2016-0118 dated 6/28/2016 to reconcile appropriations for 2016; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 8, 2015, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2016/2017 (Resolution No. R2015-0209) establishing the 2016/2017 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2016 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 2016/2017 Biennial Operating Budget for 2016 be amended to provide for the following additional appropriation increases and decreases:

Fund Nos./Budget Accounts

Journal Nos.

A. 20A625 – Solid Waste District - Admin **BA1609120**
SM522466 – Solid Waste District - Admin
Capital Outlays \$ 10,000.00

An Appropriation increase is requested for the Solid Waste District for the purchase of equipment for the Environmental Crimes Task Force. The funding is generated from Illegal Dumping Fines.

B. 21A286 – Ohio Supreme Court **BA1600186**
CO759035 –Ohio Supreme Court Innovation Grant
Other Expenses \$ 75,000.00

Requesting appropriations in the newly awarded Ohio Supreme Court Innovation Grant to Common Pleas Court for drug testing services. This is a new grant not previously awarded. No cash match is required. Funding for the grant is from the Ohio Supreme Court covering the period July 1, 2016 through June 30, 2017.

C. 21A098 – Veterans Treatment Court **BA1600191**
CO755173 –Veterans Treatment Court
Personal Services \$ (11,721.81)

Requesting appropriation reduction in the Common Pleas Court Veterans Treatment Court grant in preparation for closure. This is a reimbursement grant of which 82% of the grant was expended. The only funds being returned to the original funding source, Smart Ohio Pilot Grant (see JR1600005), is a portion of the original cash match amounting to \$2,934.33. Funding for the grant is from the Ohio Office of Criminal Justice Services.

D. 21A034 – Smart Ohio Pilot **BA1600192**
CO756049 –Smart Ohio Pilot Funding
Other Expenses \$ 2,934.33

Requesting an increase in appropriations for return of the cash match from the Veterans Treatment Court. The increase is entirely supported by the residual equity transfer (operating transfer) as seen on document JR1600005. Funding for the grant is from the Ohio Office of Criminal Justice Services covering the period July 1, 2015 through January 1, 2016.

E. 61A607 – Centralized Custodial Services **BA1601537**
CT577379 – Custodial Services
Other Expenses \$ (6,000.00)

The Facilities division of Public Works is requesting a decrease in appropriation for Custodial Services for mileage charges for 2016. A corresponding increase in appropriation to the Print Shop will occur. The source of funding comes from the charges to user agencies for space maintenance services.

F. 64A606 – Fast Copier **BA1601538**
CT577551 – Fast Copy
Other Expenses \$ 6,000.00

The Facilities division of Public Works is requesting an increase in appropriation for the Print Shop to cover mileage charges for 2016. A corresponding decrease in appropriation from Custodial Service will occur. The source of funding comes from the charges to user agencies for print and copy services.

SECTION 2. That the 2016/2017 Biennial Operating Budget for 2016 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 21A838 – JAG Assistance	BA1615062
JA756288 – JAG ASST-FFY2013 FY2012-2016	
Personnel Services	\$ 27,291.37
TO: 21A838 – JAG Assistance	
JA756288 – JAG ASST-FFY2013 FY2012-2016	
Operating Expenses	\$ 27,291.37

A transfer in appropriation is requested within the FY 2013 JAG Grant index code, from personnel services to operating expenses, to realign appropriations due to a change in the grant's scope of work. Originally used for the Prisoner Transportation Pilot Program, which was found to not be fiscally beneficial to the county, a revised scope of work and budget was approved for the FY 2013 JAG Grant by the City of Cleveland, as Fiscal Agent, on October 30, 2015. With this approval, grant funds will now be used for the Drug Drop Box and Deposition Program. Funding comes from the U.S. Department of Justice, Bureau of Justice Assistance through the City of Cleveland.

B. FROM: 40A069 – Capital Projects	BA1607622
CC768226 – HPG Design & Construction Phase II	
Personal Services	\$ 221,901.00
TO: 40A069 – Capital Projects	
CC768226 – HPG Design & Construction Phase II	
Capital Outlays	\$ 221,901.00

An appropriation transfer is requested from personal services to capital outlays for the HPG project. Originally, County trades were going to complete the IT work for the HPG project, but now Turner is going to complete the work; therefore, the funding needs to be transferred from personnel to capital, which is where the contract is encumbered. Funding for the HPG project comes from an advance from the General Fund to be paid back with debt proceeds.

SECTION 3. That the 2016/2017 Biennial Operating Budget for 2016 be amended to provide for the following cash transfers between County funds:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 29A391 – Health & Human Services Levy 4.8	JT1603035
SU514596 – Alcohol Drug Addiction Mental Health 4.8	
Transfer Out	\$ 4,920,457.50

29A392 – Health & Human Svcs Levy 3.9
 SU514729 – Alcohol Drug Addiction Mental Health 3.9
 Transfer Out \$ 4,920,457.50

TO: 20A317 – ADAMHSBCC (As of 07/01/2009)
 MH431056 – BH – Administrative Oper Budget
 Revenue Transfer \$ 9,840,915.00

The requested transfer would provide the third quarter 2016 subsidy support of the Alcohol Drug Addiction Mental Health Board. Funding comes from the Health and Human Services Levy.

B. FROM: 40A069 – Capital Projects **JT1601512**
 CC768523 – Pedestrian and Bicycle Bridge
 Transfer Out \$ 808,412.00

TO: 26A651 – \$7.50 R & B Registration Tax
 CE417477 – \$7.50 Lic Tx Fnd Cap Imp
 Revenue Transfer \$ 808,412.00

A cash transfer is being requested by the Department of Public Works to reverse a portion of the cash transfer from R2016-0118 (JT1601510) for the Pedestrian Bridge Project. This transfer will return \$808,412 to the \$7.50 Capital Improvement Fund (Road and Bridge) in accordance with discussions held during the development of the 2016 budget that capped the annual contribution from Road and Bridge to the Pedestrian Bridge project at \$2 million. Funding for the Road and Bridge fund comes primarily from motor vehicle license tax fees.

C. FROM: 20A615 – Office of Homeless Services **JT1610560**
 HS507301 – Office of Homeless Services
 Transfer Out \$ 149,904.90

TO: 24A641 – PA – Homeless Services
 HS158097 – PA – Homeless Services
 Revenue Transfer \$ 149,904.90

A residual equity transfer is requested to move cash from old Homeless Services fund to current one. This transfer will close-out the old funds. The source of funding for Homeless Services is the Health and Human Services Levy.

D. FROM: 21A098 – Veterans Treatment Court **JR1600005**
 CO755173 – Veterans Treatment Court
 Transfer Out \$ 2,934.33

TO: 21A034 – Smart Ohio Pilot
 CO756049– Smart Ohio Pilot Funding
 Revenue Transfer \$ 2,934.33

To transfer the remaining cash in the Veterans Treatment Court in preparation for closure and to return the original cash match from the Smart Ohio Pilot Funding grant. Funding The cash represents the residual cash match and Revolving Loan Fund to support the appropriation increase as seen on document BA1600145. Funding for both grants is from the Ohio Office of Criminal Justice Services.

SECTION 4. That items approved in Resolution No. R2016-0118 dated 6/28/2016 be corrected as follows to reconcile appropriations for 2016 in the County’s financial system:

Resolution No. R2016-0118 dated 6/28/2016:

Original Item – Section 1

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
B. 64A601 – Supplies	BA1609117
FS109751 – Fiscal – County Supplies	
Other Expenses	(\$ 549,915.60)

An appropriation reduction is requested for the Fiscal Office, County Supplies account to remove excess appropriation associated with the expired, decertified office supplies contract. The funding for this account is generated from chargebacks to agencies for office supply orders.

Corrected Item

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
B. 64A601 – Supplies	BA1609117
FS109751 – Fiscal – County Supplies	
Other Expenses	(\$ 546,915.60)

An appropriation reduction is requested for the Fiscal Office, County Supplies account to remove excess appropriation associated with the expired, decertified office supplies contract. The funding for this account is generated from chargebacks to agencies for office supply orders.

Original Item – Section 1

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
F. 20A580–DTAC HHF Project	BA1613581
PR495580 –DTAC HHF Project	
Personal Services	\$ 450,577.00
Other Expenses	\$ 1,005,317.00
Capital Outlays	\$ 45,600.00

The Prosecutor’s Office requests a new appropriation in the amount of \$1,501,494.00 to establish appropriations for the DTAC Hardest Hit Fund. These funds will go towards covering personal services, contracts, and capital expenses, and any other miscellaneous activity. Funding source is a combination of delinquent tax collections/reimbursements, Hardest Hit Fund Reimbursements, and the General Fund.

Corrected Item

Fund Nos./Budget Accounts

Journal Nos.

F.	20A580–DTAC HHF Project			BA1613591
	PR495580 –DTAC HHF Project			
	Personal Services	\$	450,577.00	
	Other Expenses	\$	1,005,317.00	
	Capital Outlays	\$	45,600.00	

The Prosecutor’s Office requests a new appropriation in the amount of \$1,501,494.00 to establish appropriations for the DTAC Hardest Hit Fund. These funds will go towards covering personal services, contracts, and capital expenses, and any other miscellaneous activity. Funding source is a combination of delinquent tax collections/reimbursements, Hardest Hit Fund Reimbursements, and the General Fund.

Original Item – Section 1

Fund Nos./Budget Accounts

Journal Nos.

R.	01A001– General Fund			BA1601530
	CN017004– County Council			
	Other Expenses	\$	(13,127.84)	

County Council is requesting a decrease in appropriation from a portion of the decertification of the expired office lease contract with 323 Lakeside, LLC. The source of funding is the General Fund.

Corrected Item

Fund Nos./Budget Accounts

Journal Nos.

R.	01A001– General Fund			BA1601539
	CN017004– County Council			
	Other Expenses	\$	(13,127.84)	

County Council is requesting a decrease in appropriation from a portion of the decertification of the expired office lease contract with 323 Lakeside, LLC. The source of funding is the General Fund.

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

Journal CC023
July 12, 2016



ARMOND BUDISH
Cuyahoga County Executive

TO: Jeanne Schmotzer, Clerk of County Council
 FROM: Maggie Keenan, Office of Budget and Management
 CC: Dennis Kennedy, Fiscal Office
 DATE: July 5, 2016
 RE: Fiscal Agenda –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 **July 12, 2016**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, meet agency budgetary needs.

This agenda includes requests to increase appropriation totaling \$76,212.52 to special revenue funds that have no impact on the General Fund. Additionally included are requests to increase appropriation (\$6,000) to the Fast Copy Fund to cover expenditures through the rest of the year as reflected in the most recent projections. This Fund is supported by chargebacks to user agencies, including those supported by the County’s General and Health and Human Services Levy Funds. This increase is offset by a decrease in the same amount to the Centralized Custodial Fund, supported by the same funding source.

The cash transfer requests include the second quarterly payment to the ADAMHS Board, based on the 2016 subsidy from the Health and Human Services Levy Fund totaling \$39.4 million, and a transfer of the residual cash balance into the current Homeless Services Fund. This reduces the 2016 subsidy by the same amount. Finally, the agenda includes a request to partially reverse a portion of the cash transfer approved on the 6/28/16 agenda (R2016-0118) for the Pedestrian Bridge project, which funded expenses that had already posted, based on an agreement made during the development of the 2016 budget to cap the annual contribution from the Road and Bridge Fund to this project at \$2 million.

A brief summary of the fiscal items submitted for consideration for adoption on first reading at the regular County Council meeting are presented below by agency/department.

Additional Appropriation Summary – Additional appropriation is requested when there is a new or increased revenue source, or to cover expenditures that exceed the original estimate. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or project or decertification of an encumbrance.

Department	Amount Requested	Funding Source
Court of Common Pleas	66,212.52	Grant – No General Fund/HHS Levy Fund Impact
Solid Waste District	\$10,000.00	Special Revenue – No General/HHS Levy Fund Impact
TOTAL	\$76,212.52	

The following represents the overall changes made to the Annual Appropriation Measure for 2016 since its adoption on December 8, 2015 via Resolution R2015-0209. The changes reflect the Additional Appropriations, Appropriation Transfers and Cash Transfers to the original adopted appropriation resolution.

	Proposed 06/14/2016	Year-To-Date Amendments	R2015-0209	Adjusted Annual Appropriation
General Fund	\$ 0.00	\$14,726,582.61	\$373,115,578.00*	\$387,842,160.61
HHS Levy Impact	\$ 0.00	\$254,431.96	\$237,653,893.00	\$237,908,324.96
Other Fund	\$ 76,212.52	\$152,173,670.14	\$859,036,267.00	\$1,011,209,937.14
Total Impact	\$ 76,212.52	\$167,154,684.71	\$1,469,805,738.00	\$1,636,960,422.71

*Please note that the General Fund budget reflected above excludes the activity associated with the 0.25% Sales Tax.

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

Department	Amount Transferred	Funding Source
Capital Projects	\$221,901.00	Special Revenue – General Fund Impact
Public Safety & Justice Services	\$27,291.37	Grant – No General/HHS Levy Fund Impact
TOTAL	\$249,192.37	

Cash Transfer Summary – Operating transfers support operating expenditures, related to a cash matches for a grants, transfer of taxes or fees to a debt service fund, transfers from the General Fund to a capital project fund or operating subsidies to special revenue funds, enterprise funds, or internal service funds. This type of transaction posts as an expenditure and sufficient appropriation must be available to process the transaction.

Department	Amount Transferred	Funding Source
ADAMHS Board	\$9,840,915.00	HHS Levy Fund
Capital Projects	\$808,412.00	Special Revenue – No General Fund Impact
Court of Common Pleas	\$2,934.33	Grant – No General Fund Impact
Homeless Services	\$149,904.90	HHS Levy Fund
TOTAL	\$10,802,166.23	

Should you have questions, please do not hesitate to contact me at mkeenan@cuyahogacounty.us or x8191. Thank you for your consideration.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0126

Sponsored by: County Executive Budish/Departments of Law and Treasurer	A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 30 employees in various classifications at the Department of the Treasurer for the period 1/1/2016 - 12/31/2018; 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.
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WHEREAS, the Cuyahoga County Department of Law on behalf of the County of Cuyahoga (hereinafter collectively referred to as "the County"), has been engaged in collective bargaining negotiations with Laborers' International Union of North America, Local Union No. 860 (hereinafter collectively referred to as "Local 860"), in an effort to negotiate a collective bargaining agreement ("CBA") covering approximately 30 employees in various classifications at the Department of the Treasurer for the period 1/1/2016 - 12/31/2018; and

WHEREAS, the parties have met in an effort to negotiate terms and have reached tentative agreement on a single first collective bargaining agreement; and

WHEREAS, the members of the bargaining unit met and voted to ratify the proposed collective bargaining agreement in full; and

WHEREAS, O.R.C. 4117.10 (B) requires that a public employer submit a request for funds necessary to implement an agreement, and for approval of any other matter requiring the approval of the appropriate legislative body to the legislative body within thirty days of the date on which the parties finalize the agreement, unless otherwise specified or if the legislative body is not in session at the time, then within fourteen days after it convenes; and

WHEREAS, O.R.C. 4117.10(B) further states that the legislative body must approve or reject the submission as a whole, and the submission is deemed approved if

the legislative body fails to act within thirty days after the public employer submits the agreement; and

WHEREAS, the Department of Law, the County Executive and the Department of Human Resources are recommending that Council approve the proposed CBA for the period 1/1/2016 – 12/31/2018; and

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of the Department of the Treasurer.

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

SECTION 1. The Cuyahoga County Council hereby approves the Collective Bargaining Agreement between Cuyahoga County and Local 860, representing approximately 30 employees in various classifications in the Department of the Treasurer for the period 1/1/2016 – 12/31/2018; and authorizes the County Executive to execute all documents consistent with this Resolution.

SECTION 2. If additional funds are necessary to implement the CBA between the County and Local 860 beyond those funds that have already been budgeted, they are hereby authorized to be budgeted and appropriated.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

Journal CC023
July 12, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0127

Sponsored by: County Executive Budish/Department of Public Works	A Resolution making an award on RQ36070 to APEX Construction and Management Co. Inc. in the amount not-to-exceed \$1,698,430.00 for the Cuyahoga County Men’s Shelter Renovations Project; 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 recommended an award on RQ36070 to APEX Construction and Management Co. Inc. in the amount not-to-exceed \$1,698,430.00 for the Cuyahoga County Men’s Shelter Renovations Project; and

WHEREAS, the primary goal of this project is obtain a qualified contractor to complete construction on the men’s shelter facility located at 2100 Lakeside Avenue, East, Cleveland, Ohio 44114, located in Council District 7; and

WHEREAS, this project is funded by 2015 Ohio Housing Finance Grant and Bond Proceeds; and

WHEREAS, this project is scheduled to begin 8/1/2016 and scheduled to be completed by 4/20/2017; 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 RQ36070 to APEX Construction and Management Co. Inc. in the amount not-to-exceed \$1,698,430.00 for the Cuyahoga County Men’s Shelter Renovations Project.

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 _____
_____, 20__

Item No. 1

A. Summary of Work

1. Department of Public Works, recommending an award on RQ36070 and enter into a contract with Apex Construction and Management Co., Inc. in the amount not-to-exceed \$1,698,430.00 for the Cuyahoga County Men's Shelter Renovations.
2. The primary goal is to obtain a qualified contractor to complete the renovations on the above referenced facility.

B. Procurement

1. RFB – Competitive Bid Process
2. Bid closing date was April 21, 2016. OPD set a 30% SBE Goal. The SBE plan submitted by Apex was accepted and approved.
3. There were eight (8) proposals pulled from OPD and three (3) were submitted for review.

C. Contractor and Project Information

1. Apex Construction and Management Co., Inc., 24381 Aurora Road, Suite A-6, Bedford Heights, Ohio 44146 (Council District 9).
2. The principal owner is Shaju A. Shahjahan, President.
3. The shelter is located at 2100 Lakeside Avenue East, Cleveland, Ohio 44114 (Council District 7).

D. PROJECT STATUS AND PLANNING

1. Plans and specifications are complete.
2. The scope of work for this project include interior and exterior renovations.
3. After the award of the Contract a Notice to Proceed with work will be given and the contractor will have 262 days to complete the renovations (approximately August 1, 2016 to April 20, 2017).

E. Funding

1. 2015 Ohio Housing Finance Grant.
2. Bond Proceeds

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0128

Sponsored by: County Executive Budish/Department of Public Works	A Resolution making an award on RQ36912 to John G. Johnson Construction Co. in the amount not-to-exceed \$6,633,224.00 for the Cuyahoga County Halle Archives and Board of Elections Operations Building Renovations Project; 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 recommended an award on RQ36912 to John G. Johnson Construction Co. in the amount not-to-exceed \$6,633,224.00 for the Cuyahoga County Halle Archives and Board of Elections Operations Building Renovations Project; and

WHEREAS, the primary goal of this project is obtain a qualified contractor to complete construction on the Cuyahoga County Halle Archives and Board of Elections Operations Building, located at 1858 East 40th Street, Cleveland, Ohio 44103; and

WHEREAS, this project is funded by the Capital Improvements Fund; and

WHEREAS, this project is scheduled to begin 8/5/2016 and scheduled to be completed by 1/31/2017; 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 RQ36912 to John G. Johnson Construction Co. in the amount not-to-exceed \$6,633,224.00 for the Cuyahoga County Halle Archives and Board of Elections Operations Building Renovations Project.

Journal _____
_____, 20__

A. Summary of Work

1. Department of Public Works, recommending an award on RQ36912 and enter into a contract with John G. Johnson Construction Co. in the amount not-to-exceed \$6,633,224.00 for the Cuyahoga County Halle Archives and Board of Elections Operations Building Renovations. This amount includes Total Base Bid plus Alternates A1, A4, A5, A6 and A7. Construction will commence approximately August 5, 2016 and be substantially complete by January 31, 2017.
2. The primary goals are to obtain a qualified contractor to complete construction on the above referenced facility located at 1858 East 40th Street, Cleveland, Ohio 44103 per specifications.

B. Procurement

1. RFB – Competitive Bid Process
2. Bid Closing date was June 20, 2016. OPD set a 30% SBE Goal. The Contractor exceeded that goal.
3. There were nineteen (19) proposals pulled from OPD and four (4) were submitted for review.
4. As per Ordinance No. 02012-0020 “Cuyahoga County Based Business Program”; John G. Johnson Construction Company a local based business elected to match the low bidder’s bid (bids were within 2%).

C. Contractor and Project Information

1. John G. Johnson Construction Company, 1284 Riverbed Street, Cleveland, Ohio 44113 (Council District 7).
2. The principal owner (s) are Marty Weber, President and Mike Weber, Vice President
3. The facility is located in the City of Cleveland (Council District 7).

D. PROJECT STATUS AND PLANNING

This is a single improvement for the facility described above:

This renovation consists of a 249,878 SF existing six story building with basement. It is a mixed use Storage and Business occupancy. The building is non-combustible construction with concrete frame, floor and roof construction. Work includes civil, structural, architectural, HVAC, electrical, fire protection and technology scope as described in these contract documents.

E. FUNDING:

Capital Improvements Fund.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0129

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution authorizing the Director of Public Works to execute and submit a loan application in the amount of \$350,000.00 to Ohio Water Development Authority to finance sewer repairs in connection with the Turney Road Sewer Rehabilitation Project in the City of Garfield Heights for the period 7/1/2016 - 9/30/2017; authorizing the County Executive to accept said loan, if approved, and to execute the agreement and all other documents required in connection with said loan 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/Division of County Engineer has recommended authorizing the Director of Public Works to execute and submit a loan application in the amount of \$350,000.00 to Ohio Water Development Authority to finance sewer repairs in connection with the Turney Road Sewer Rehabilitation Project in the City of Garfield Heights for the period 7/1/2016 – 9/30/2017; and

WHEREAS, the purpose of this project is to obtain a loan in order to finance the costs of sewer repairs in connection with the Turney Road Sewer Rehabilitation Project in the City of Garfield Heights, Council District 8; and

WHEREAS, the project is scheduled to begin 7/1/2016 and to be completed 9/30/2017; 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 authorizes the Director of Public Works to execute and submit a loan application in the amount of \$350,000.00 to Ohio Water Development Authority to finance sewer repairs in connection with the Turney Road Sewer Rehabilitation Project in the City of Garfield Heights for the period 7/1/2016 - 9/30/2017.

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

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0130

Sponsored by: County Executive Budish/Fiscal Officer	A Resolution authorizing an agreement with State of Ohio, Office of the Auditor in the amount not-to-exceed \$533,000.00 for an annual audit for Calendar Year 2015 for the period 1/1/2016 - 12/31/2016; 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/Fiscal Officer has recommended an agreement with State of Ohio, Office of the Auditor in the amount not-to-exceed \$533,000.00 for an annual audit for Calendar Year 2015 for the period 1/1/2016 – 12/31/2016; and

WHEREAS, pursuant to Ohio Revised Code Section 117.11, the auditor of the state shall audit each public office annually; and

WHEREAS, this project is funded by the General Fund and the schedule of payments will be by monthly invoice; 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 agreement with State of Ohio, Office of the Auditor in the amount not-to-exceed \$533,000.00 for an annual audit for Calendar Year 2015 for the period 1/1/2016 - 12/31/2016.

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 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

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0105

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's appointment of David Marquard to serve on the District One Public Works Integrating Committee for an unexpired term ending 6/21/2018; confirming the appointment of Christopher George to serve as alternate to David Marquard; confirming the appointment of Nichole English to serve as alternate to Michael W. Dever; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the District One Public Works Integrating Committee (DOPWIC) of Cuyahoga County evaluates capital improvement projects submitted by its local subdivisions using a project selection criteria based on criteria listed in the Ohio Revised Code Section 164; and

WHEREAS, the District One Public Works Integrating Committee seeks to preserve the functional integrity of existing infrastructure in Cuyahoga County, and uses the allocations of funds to improve public health and safety while enhancing economic development and overall wellness for the County; and

WHEREAS, pursuant to the Ohio Revised Code Section 164.04, the District One Public Works Integrating Committee is composed of seven members who represent both the public and private sectors; and

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

WHEREAS, County Executive Budish has nominated David Marquard to serve on the District One Public Works Integrating Committee for an unexpired term ending 6/21/2018; and

WHEREAS, County Executive Budish has nominated Christopher George to serve on the District One Public Works Integrating Committee as alternate to David Marquard; and

WHEREAS, on June 9, 2015, the Cuyahoga County Council adopted Resolution No. R2015-0101 confirming the appointment of Michael W. Dever to serve on the District One Public Works Integrating Committee for the term 6/22/2015 - 6/21/2018; and

WHEREAS, County Executive Budish has nominated Nichole English to serve on the District One Public Works Integrating Committee as alternate to Michael W. Dever; and

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

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

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's appointment of David Marquard to serve on the District One Public Works Integrating Committee for an unexpired term ending 6/21/2018.

SECTION 2. That the Cuyahoga County Council hereby confirms the County Executive's appointment of Christopher George to serve on the District One Public Works Integrating Committee as alternate to David Marquard.

SECTION 3. That the Cuyahoga County Council hereby confirms the County Executive's appointment of Nichole English to serve on the District One Public Works Integrating Committee as alternate to Michael W. Dever.

SECTION 4. 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 5. It is found and determined that all formal actions of this Council concerning and 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

Clerk of Council

Date

First Reading/Referred to Committee: June 14, 2016

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

Committee Report/Second Reading: July 12, 2016

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0119

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution declaring that public convenience and welfare requires slab replacement for Fitch Road Culvert 02.23 over Root Ditch in the City of North Olmsted; total estimated project cost \$250,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended that public convenience and welfare requires slab replacement for Fitch Road Culvert 02.23 over Root Ditch in the City of North Olmsted; and

WHEREAS, the anticipated project cost for the slab replacement is \$250,000.00; and

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

WHEREAS, this project will be funded as follows: (a) 76% or \$190,000.00 from the County's Road and Bridge fund and (b) 24% or 60,000.00 from the City of North Olmsted; and

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

WHEREAS, the location of the project is Fitch Road Culvert 02.23 over Root Ditch in the City of North Olmsted, Council District 1; and

WHEREAS, the anticipated start date for construction of this project is 2017; 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 declares that public convenience and welfare requires slab replacement for Fitch Road Culvert 02.23 over Root Ditch in the City of North Olmsted.

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

SECTION 3. That the County Executive is hereby authorized to enter into and execute any and all necessary agreements of cooperation and any other documents in connection with this project.

SECTION 4. 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 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: June 28, 2016

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

Committee Report/Second Reading: July 12, 2016

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0104

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's appointment of Terry Allan to serve as Co-Chair on the Cuyahoga Regional HIV Health Services Planning Council for an unexpired term ending 6/30/2018, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the goal of the Cuyahoga Regional HIV Health Services Planning Council is to identify HIV positive individuals and to link them into appropriate care and living situations to improve health outcomes comprised of Transitional Grant Area of Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties; and

WHEREAS, the Membership and Outreach committee of the Cuyahoga Regional HIV Health Services Planning Council recommend the nominees based on satisfying the Membership guidelines as outlined in the 2009 Ryan White Treatment Extension Act, Section 2602, matching Membership positions that were needed on the Planning Council, and those who acknowledged the time requirements for membership; and

WHEREAS, the Regional HIV Health Services Planning Council is a 40 member body serving staggered terms; and

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

WHEREAS, the County Executive Armond Budish has nominated Terry Allan to serve as Co-Chair on the Cuyahoga Regional HIV Health Services Planning Council for an unexpired term ending 6/30/2018; and

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

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

SECTION 1. The Cuyahoga County Council hereby confirms the County Executive's appointment of Terry Allan to serve as Co-Chair on the Cuyahoga Regional HIV Health Services Planning Council for an unexpired term ending 6/30/2018.

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 eight members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and 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

Clerk of Council

Date

First Reading/Referred to Committee: June 14, 2016

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

Journal CC023

July 12, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0107

Sponsored by: County Executive Budish/Department of Public Works	A Resolution making an award on RQ36580 to Burton Scot Contractors, LLC in the amount not-to-exceed \$8,929,682.81 for County Airport Runway 6/24 Safety Area Improvement Project No. 2; 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 recommended an award on RQ36580 to Burton Scot Contractors, LLC in the amount not-to-exceed \$8,929,682.81 for County Airport Runway 6/24 Safety Area Improvement Project No. 2; and

WHEREAS, the primary goal of this project is obtain a qualified contractor to complete the County Airport Runway 6/24 Safety Area Improvement Project No. 2 per plans and specifications; and

WHEREAS, this project is funded by the General Fund – 90% reimbursable from FAA Grants; and

WHEREAS, this project is scheduled to begin 7/25/2016 and scheduled to be completed 11/28/2016; 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 RQ36580 to Burton Scot Contractors, LLC in the amount not-to-exceed \$8,929,682.81 for County Airport Runway 6/24 Safety Area Improvement Project No. 2.

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; 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: June 14, 2016
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC023
July 12, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0120

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p> <p>Co-sponsored by: Councilmember Gallagher</p>	<p>A Resolution making an award on RQ36701 to Karvo Companies, Inc. in the amount not-to-exceed \$1,211,143.20 for 2016 Operations Resurfacing Program – Group 2, located in various municipalities; 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 the amount of \$1,031,894.01 to fund said contract; 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 Public Works/Division of County Engineer has recommended an award on RQ36701 to Karvo Companies, Inc. in the amount not-to-exceed \$1,211,143.20 for 2016 Operations Resurfacing Program – Group 2, located in various municipalities; to authorize 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 \$1,031,894.01 to fund said contract; and to authorize the County Executive to execute the contract and all other documents consistent with this Resolution; and

WHEREAS, the purpose of this project is for the 2016 Operations Resurfacing Program – Group 2 as follows: (a) Eastland Road/Fowles Road from Berea South Corporation Line to Bagley Road in the City of Berea, Council District 5; and (b) Turney Road from Hathaway Road to Garfield Heights East Corporation Line in the City of Garfield Heights, Council District 8; and

WHEREAS, this project is funded as follows: (a) the Eastland Road/Fowles Road in the City of Berea is 100% (or \$726,685.92) with funds from the County Motor Vehicle \$7.50 License Tax Fund; and (b) Turney Road in the City of Garfield Heights is 63% (or \$305,208.09) with funds from the County Motor Vehicle \$7.50 License Tax Fund and 37% (or \$179,249.19) from the Ohio Public Works Commission (Issue 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 makes an award on RQ36701 to Karvo Companies, Inc. in the amount not-to-exceed \$1,211,143.20 for 2016 Operations Resurfacing Program – Group 2 as follows: (a) Eastland Road/ Fowles Road from Berea South Corporation Line to Bagley Road in the City of Berea; and (b) Turney Road from Hathaway Road to Garfield Heights East Corporation Line in the City of Garfield Heights.

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

SECTION 3. That the County Council hereby authorizes the County Engineer to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$1,031,894.01 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: June 28, 2016
Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested on the Floor: June 28, 2016

Journal CC023
July 12, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0121

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution adopting the Annual Tax Budget, including the Cuyahoga County Library Budget, for the year 2017; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, O.R.C. 5705.28(A)(2) requires that Council, as the taxing authority of Cuyahoga County, adopt a tax budget for the next succeeding fiscal year on or before the fifteenth day of July; and,

WHEREAS, the purpose of the Tax Budget is to demonstrate the need for property taxes levied by the County and to establish the next succeeding fiscal year's revenue estimates; and,

WHEREAS, the Tax Budget establishes tax rates and provides the basis for the Official Certificate of Estimated Resources, the legal document that establishes the legal limitations within which the County must abide when setting appropriations; and,

WHEREAS, the Office of Budget and Management has submitted and recommended approval of the Annual County Tax Budget, including the Cuyahoga County Library Tax Budget, for the year 2017; and,

WHEREAS, the County Operating Tax Budget for 2017 is \$1,662,192,994, and the County Library Tax Budget for 2017 is \$63,897,300 and,

WHEREAS, after due consideration of the Tax Budget, it is deemed advisable by the Council of Cuyahoga County to adopt said County Tax Budget, including the Cuyahoga County Library Tax Budget, for the year 2017.

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

SECTION 1. The year 2017 Annual Tax Budget for the County of Cuyahoga, including Cuyahoga County Library Tax Budget, as prepared in accordance with O.R.C. 5705.28, is hereby approved.

SECTION 2. 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.

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

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 28, 2016
Committee(s) Assigned: Finance & Budgeting

Journal CC023
July 12, 2016



MEMORANDUM

To: Dennis Kennedy, Cuyahoga County Fiscal Officer

From: Bill Sheehan, Senior Financial Reporting Administrator, OBM

Date: June 6, 2016

Subject: Briefing Memo for 2017 Tax Budget Approval

On June 14, 2016, the County's 2017 Tax Budget will be submitted to the County Council for first reading and referral to committee. Ohio Revised Code 5705.28 stipulates that the Tax Budget Information must be adopted by July 15th and submitted to the County Budget Commission. The Office of Budget & Management is requesting that the 2017 Tax Budget resolution be reviewed by the Finance and Budget Committee and approved on second reading at the June 28th regular Council meeting. The Tax Budget information identifies property tax rates and provides the basis for the Official Certificate of Estimated Resources (ORC 5705.36). The Certificate of Resources is the legal document that establishes the legal limitations with which we must abide when setting appropriations.

The main objectives of the Tax Budget submission are to establish the coming year's revenue estimates from each of the County's property tax levies and to demonstrate the need to levy those property taxes. A total of 14.05 mills will be levied by the County in voted and unvoted millage in 2017.

The Tax Budget for 2017 is **\$1,662,192,994** in total expenditures and uses. Below are the property tax figures (excluding the Assessment Fund) for the 2017 Tax Budget:

County Tax Levy (mills)	Total Est. Property Tax Budget 2017	Total Est. Revenue Tax Budget 2017	Total Est. Expenditures Tax Budget 2017	Additional Est. Tax Need
General Fund Operating (0.50)	13,096,942	425,376,400	425,667,108	290,708
Health & Human Services Levy Fund (8.70)	227,774,030	227,774,030	243,637,947	15,863,917
County Board Of Developmental Disabilities (3.90)	101,158,938	182,000,000	195,209,034	13,209,034
General Obligation Debt Service (0.95)	24,884,192	84,738,517	84,173,271	-565,246

Property Tax collections include real property collections and the 12.5% homestead reimbursement from the State.

The 2017 Tax Budget results demonstrate that there will be a need for additional revenue of **\$28,798,413**.

The 2017 Tax Budget for the Cuyahoga County Library is also being submitted for your approval. The County Library request for the 2017 tax budget is \$63,897,300.

DIVISION OF TAXES LEVIED

SCHEDULE 1

PURPOSE / FUND	Authorized By Voters	Levy Type	No of Yrs Levy To Run	Tax Year Begins / Ends	Collection YR Begins / Ends	Max. Rate Authorized	\$ Amount Requested of Budget Commission
General Fund	na					0.50	13,096,942
Unvoted General Obligation Debt Srvc-Gen Fund	na					0.95	24,884,192
						1.45	37,981,134
Health & Human Services 3.90	11/5/2013	Replace	5	2014-2018	2013-2017	3.90	102,152,500
Health & Human Services 4.80	3/15/2016	Renewal	8	2015-2023	2016-2024	4.80	125,621,530
Board of Developmental Disabilities 3.90	11/1/2005	Replace	Cont.	2005	Cont.	3.90	101,158,938
TOTAL						14.05	\$ 366,914,101

366,914,101

Total HHS Levy Fund

227,774,030

STATEMENT OF FUND ACTIVITY

SCHEDULE 2

Cuyahoga County Fiscal Office - OBM
2017 TAX BUDGET INFORMATION

County Fund	I	II	III	IV	V	VI
	Beginning Estimated Unencumbered Fund Balance	Total Receipts Property Tax *	Total Receipts Other Sources	Total Resources Available For Expenditures	Total Estimated Expenditures & Encumbrances	Ending Estimated Unencumbered Balance
01A - General Fund Operating	94,858,611	13,096,942	412,279,458	520,235,011	425,667,108	94,567,903
29A - Health and Human Services Levy Fund	41,457,625	227,774,030	0	269,271,655	243,637,947	25,633,708
20A - Health & Community Service	88,916,928	0	212,784,819	301,701,747	214,932,894	86,768,853
20D - County Development Loan Fund	26,125,173	0	11,577,639	37,702,812	7,215,614	30,487,198
20N - Special Districts	433,942	0	709,887	1,143,829	775,218	368,611
20R - County Board Of Developmental Disabilities	83,944,328	101,158,938	80,841,062	265,944,328	195,209,034	70,735,294
24A - Public Assistance Funds	(33,645,140)	0	216,745,883	183,100,743	216,745,883	(33,645,140)
26A - Motor Vehicle Gas Tax	33,726,283	0	33,956,860	67,683,143	48,503,644	19,179,499
28W - WIA - WIOA	657,767	0	12,421,720	13,079,487	10,584,419	2,495,068
30A - Debt Service	10,004,912	24,884,192	59,854,325	94,743,429	84,173,271	10,570,158
50A - Cuy County Information Systems	374,023	0	985,901	1,359,924	1,085,117	274,807
51A - Huntington Park Garage	5,276,145	0	3,292,666	8,568,811	2,507,009	6,061,802
52A - County Airport	70,531	0	1,711,406	1,781,937	1,711,406	70,531
54A - Sanitary Engineer	37,718,405	0	49,043,900	86,762,305	42,385,120	44,377,185
61A - Centralized Custodial Services	(5,172,369)	0	51,988,363	46,815,994	48,960,644	(2,144,650)

STATEMENT OF FUND ACTIVITY

SCHEDULE 2

Cuyahoga County Fiscal Office - OBM
2017 TAX BUDGET INFORMATION

County Fund	I	II	III	IV	V	VI
	Beginning Estimated Unencumbered Fund Balance	Total Receipts Property Tax *	Total Receipts Other Sources	Total Resources Available For Expenditures	Total Estimated Expenditures & Encumbrances	Ending Estimated Unencumbered Balance
62A - Maintenance Garage	196,837	0	1,761,463	1,958,300	1,972,030	(13,730)
63A - Information Services Center	0	0	3,295,000	3,295,000	3,295,000	0
64A - Printing & Reproduction	(876,362)	0	3,936,294	3,059,932	3,443,912	(383,980)
65A - Communications	(40,214)	0	1,596,322	1,556,108	1,587,125	(31,017)
67A - Self Funded Workers Comp	29,857,829	0	8,900,000	38,757,829	8,900,000	29,857,829
68A - Hospitalization-Self Funded Insurance Fund	7,131,358	0	103,286,549	110,417,907	98,900,599	11,517,308
Total Property Tax Levy		366,914,102	Total Estimated Expenditures	1,662,192,994		

* Total Property Tax Levy includes homestead reimbursement: (12.5%) from the State of Ohio.

UNVOTED GENERAL OBLIGATION DEBT
INSIDE MILLAGE

6/6/2016

SCHEDULE 3

2017 Debt Service

PURPOSE OF BONDS	ORIGINAL ISSUE AMT	DATE OF ISSUE	FINAL MATURITY DATE	PRINCIPAL AMT OUTSTANDING AT BEG OF YR	REQUIRED FOR PRINCIPAL (1)	REQUIRED FOR INTEREST	TOTAL DEBT SERVICE	AMOUNT RECEIVED FROM OTHER SOURCES (2)	AMT REQUIRED TO MEET BUDGET YEAR PRINCIPAL & INTEREST
General Obligation Refunding Bonds, Series 2005	73,970,000	4/21/2005	2020	27,865,000	6,415,000	1,393,250	7,808,250	0	7,808,250
Capital Improvement Bonds, Series 2009	163,825,000	12/22/2009	2034	101,495,000	5,035,000	5,763,077	10,798,077	1,888,863	8,909,214
Rock and Roll Hall of Fame and Museum	12,000,000	5/1/2009	2018	1,645,000	800,000	70,343	870,343	870,343	0
LTGO Capital Improvement Series 2012	111,305,000	12/13/2012	2037	95,085,000	6,355,000	3,905,693	10,260,693	187,400	10,073,293
TOTALS	\$ 361,100,000			\$ 226,090,000	\$ 18,605,000	\$ 11,132,363	\$ 29,737,363	\$ 2,946,606	\$ 26,790,757

¹ Principal payments due on Dec. 1st of each year with exception of 1993 RHOF Bonds.

² Other sources include federal subsidy payments from BABs and RZEDB provisions, Bet Tax Revenue and debt service from Highland Hills.

LTGO	\$	29,737,363
Other GO	\$	870,343
Unvoted Debt	\$	28,867,020
Voted Jail	\$	-
GO Debt Service	\$	29,737,363

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0123

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p>	<p>A Resolution authorizing a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,443,480.00 for administration of the FY2015 Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the HEARTH Act Homeless Assistance Grant Program for the period 8/1/2016 - 7/31/2017; 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 Health and Human Services/Division of Community Initiatives/Office of Homeless Services has recommended a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,443,480.00 for administration of the FY2015 Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the HEARTH Act Homeless Assistance Grant Program for the period 8/1/2016 - 7/31/2017; and

WHEREAS, the primary goals of this project are to: (a) reduce the number of families and individuals entering the shelter system; (b) assist households to leave the shelter more quickly; and (c) assure that persons do not return to homelessness; and

WHEREAS, this project is funded 100% by the U.S. Department of Housing and Urban Development, HEARTH Act Grant; 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 authorizes a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,443,480.00 for administration of the FY2015 Shelter Plus Care Sponsor-based

First Reading/Referred to Committee: June 28, 2016
Committee(s) Assigned: Health, Human Services & Aging

Journal CC023
July 12, 2016