



**REGULAR MEETING OF SOUTH EUCLID CITY COUNCIL**

Council President Ruth Gray called the meeting to order, and the Pledge of Allegiance was recited.

**Amend Agenda to Add Executive Session** for the purposes of discussing pending litigation.

**Action:** Motion to Amend Agenda, **Moved by** Councilwoman Elston, **Seconded by** Councilman Tisdale.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The agenda has been amended.

**Roll Call**

**Present:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

**Approval of Minutes****June 27, 2022**

**Action:** Motion to Approve Minutes, **Moved by** Councilwoman Elston, **Seconded by** Councilman Tisdale.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

**July 11, 2022**

**Action:** Motion to Approve Minutes, **Moved by** Council Continenza, **Seconded by** Councilwoman Elston.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

**Abstain:** Councilman Justin Tisdale

The legislation has been approved.

**Swearing-In Ceremony**

A swearing-in ceremony was held for new police officer Alex Clemenit and the promotion of Officer Shauna McCann to Corporal.

**Report of Mayor & Department Heads**

- South Euclid Poet Laureate Doc Janning recited the evening's poem "Timeless Cycles".
- Mayor Welo announced that all directors are in attendance except Fire Chief Dave Csire, who is excused.
- City Engineer Blackley gave an update on various road construction programs throughout the City and also reported that he will be making a presentation at the Northeast Ohio Regional Sewer District on the City's success securing MCIP funds for projects.
- Community Development Director Benjamin discussed the South Green Road Project, Neighborhood Greenways and the use of bike lanes and bike boxes.
- Parks and Recreation Director Subwick reported that the Adventure Trail is under construction and that the Community Market continues this Thursday from 4 pm – 8 pm and thanked Councilwoman Continenza for her efforts running the market.

Mr. Subwick reported on upcoming events including the Hillcrest Concert Band on Sunday July 31<sup>st</sup> at Notre Dame College, Bexley Bash and Rock the Block.

- Planning & Development Director Love reported on Ordinance 11-22 from the Planning Commission and that a public hearing would need to be scheduled.
- Mayor Welo discussed the upcoming Safety Levy and thanked residents for their past support.
- Mayor Welo congratulated Building Department staff for their hard work to keep our businesses and neighborhoods safe and that the Ohio Building Officials Association named our department one of the top building departments in Ohio.
- Mayor Welo reported that the South Euclid Browns Barkers held their second annual Youth Sports Camp this past weekend and had 38 youth participating.
- Mayor Welo thanked Councilwoman Hardy for her efforts updating our salary and sick leave ordinances.

### Public Hearings (Open Meeting) Related to Agenda Items

There were no public comments.

### Reports of Council Committees

#### Committee of the Whole

Councilwoman Gray reported that the monthly Committee of the Whole was held to discuss monthly finances. Finance Director Wendt reported on current revenues and expenditures and the City currently has a General Fund balance of around \$5 million. Councilwoman Hard gave an overview of Ordinances 15-22 and 16-22 updating the Salary Ordinance and Sick Leave Policy.

### Legislation Requested by the Planning Commission

Introduced by Gray

Ordinance 11-22

#### ORDINANCE

Amending Section 772.08 "Parking or Storage of Commercial or Construction Vehicles and Equipment" of Chapter 772 "Parking" of Title Seven "Sign Regulations, Landscaping and Parking" of Part Seven "Planning and Zoning Code," of The Codified Ordinances of the City of South Euclid, Ohio. **Second Reading.**

The legislation was placed on second reading and referred to the Zoning and Planning Committee pending a public hearing.

Introduced by Gray

Resolution 48-22

#### RESOLUTION

Granting a Conditional Use Permit for an Outdoor Patio to "Daiquiri Factory, aka Daqfac," located at 4490 Mayfield Road in the City of South Euclid, Ohio. First Reading.

**Action:** Motion to Approve Legislation, **Moved by** Council President Gray, **Seconded by** Councilwoman Elston.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

Introduced by Gray

Resolution 49-22

#### RESOLUTION

Granting a Conditional Use Permit to "iCare Connect" to operate a daycare facility at 1415 South Belvoir Boulevard in the City of South Euclid, Ohio. First Reading.

**Action:** Motion to Approve Legislation, **Moved by** Council President Gray, **Seconded by** Councilman Tisdale.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

**Legislation Requested by City Council**

Introduced by Gray

Resolution 43-22

## RESOLUTION

A Resolution of South Euclid City Council in support of abortion rights and other reproductive rights, in opposition to the U.S. Supreme Court's majority decision to overturn Roe v. Wade, urging federal and state elected officials to codify abortion rights and other reproductive rights. **Second Reading.**

**Action:** Motion to Approve Legislation, **Moved by** Councilwoman Elston, **Seconded by** Council President Gray.

Councilwoman Elston introduced and discussed the legislation and Councilman Fahsbender stated that he fully supports it. Councilwoman Continenza stated that any prohibitions by the government have never served the people and she will support the resolution. Councilman Tisdale stated that as a male, it is not his decision to decide what anyone should do with their bodies and Council President Gray stated that she supports the legislation and if the Supreme Court can take away the rights of woman, who would be next.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

Introduced by Gray

Ordinance 15-22

## ORDINANCE

Ordinance Amending Chapter 137 "Employment Provisions" of Part One "Administrative Code" of the Codified Ordinances of the City of South Euclid, Ohio, First Reading.

**Action:** Motion to Approve Legislation, **Moved by** Councilwoman Hardy, **Seconded by** Councilwoman Elston.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

Introduced by Gray

Ordinance 16-22

## ORDINANCE

Fixing the Salary Range, Compensation and Rates of Pay for various Offices, Boards, Commissions and Departments of the Municipal Government, Repealing Ordinance No. 05-22 Adopted March 28, 2022, and all other ordinances or parts of ordinances inconsistent herewith; and Declaring An Emergency. First Reading.

**Action:** Motion to Approve Legislation, **Moved by** Councilwoman Hardy, **Seconded by** Councilman Fahsbender.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

**Legislation Requested by the Mayor & Administration**

Introduced by Gray

Ordinance 12-22

## ORDINANCE

Assessing unpaid costs of nuisance abatement (high grass, weeds, etc.) as authorized by Section 521.14 (D), of the Codified Ordinances of the City of South Euclid, Ohio; and declaring an emergency. First Reading.

**Action:** Motion to Approve Legislation, **Moved by** Councilwoman Elston, **Seconded by** Council President Gray.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston,

Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

Introduced by Gray

Ordinance 13-22

ORDINANCE

Assessing unpaid costs of Service Department-nuisance abatement (yard clean-up, boarding charges, etc.) as authorized by Section 521.14 (d) of the Codified Ordinances of the City of South Euclid, Ohio; and declaring an emergency. First Reading.

**Action:** Motion to Approve Legislation, **Moved by** Councilman Tisdale, **Seconded by** Council President Gray

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

Introduced by Gray

Ordinance 14-22

ORDINANCE

Assessing all unpaid costs of false alarm – nuisance abatements, as authorized by Chapter 531 of the Codified Ordinances of the City of South Euclid, Ohio, the Cuyahoga County Common Pleas Court and the Ohio Revised Code; and declaring an emergency. First Reading.

**Action:** Motion to Approve Legislation, **Moved by** Councilwoman Elston, **Seconded by** Council President Gray.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

Introduced by Gray

Resolution 50-22

RESOLUTION

Authorizing the Mayor to convey certain real property of the City of South Euclid, Ohio to One South Euclid. First Reading.

**Action:** Motion to Approve Legislation, **Moved by** Council President Gray, **Seconded by** Councilwoman Elston.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

**Public Hearings (Open Meeting) Related to Open Business:**

- Nathan Diamond, 1090 Avondale Road, stated that he was honored to be part of the July 31<sup>st</sup> Summerfest at Velocity Church and stated that he grew up in South Euclid and he and his wife are now raising two children in the community. Mr. Diamond reported that there has been an increase in trash at the Playground of Possibilities. Mayor Welo stated that while trash is cleaned up every workday, she will work to address and improve the issue.
- Aja Nall, 4761 Dorshwood Road, reported that she was attending the meeting as a participant in the One South Euclid Passport to Summer program.

**Communications of City Council**

- Councilman Fahsbender stated that he is grateful and moved that Councilwoman Elston & Gray introduced the resolution regarding abortion rights.
- Councilwoman Hardy reported on the Community Partnership on Aging's Random Acts of Fun fundraiser taking place from September 10 through 20<sup>th</sup>.
- Councilwoman Continenza stated that she has been working hard on the community market and it has been growing and reported that the Market now accepts the Produce Perks Program for SNAP program.

- Councilman Tisdale had no report.
- Councilwoman Elston congratulated the new police officer and Officer McCann on her promotion and wished everyone a peaceful and relaxing break.
- Council President Gray thanked council for their efforts and to enjoy their August break.

**Adjourn to Executive Session** for the purpose of discussing pending litigation.

**Action:** Motion to Adjourn to Executive Session, **Moved by** Councilman Elston, **Seconded by** Councilwoman Fahsbender.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6)

**Yes:** Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman John Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank.

The legislation has been approved.

The Meeting Adjourned to Executive Session at 9:24 pm.

**Adjourn**

With no further business to discuss, **Action:** Motion to Adjourn, **Moved by** Councilman Continenza, **Seconded by** Councilwoman Elston

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6).

Councilwoman Sara Continenza, Councilwoman Chanell Elston, Councilman Fahsbender, Councilwoman Susan Hardy, Councilman Justin Tisdale, Council President Ruth Gray.

**Absent:** Councilman Joe Frank,

The Meeting Adjourned at 10:10 pm.

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

Attest:

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



COME TOGETHER & THRIVE

## Memorandum

**To:** Members of City Council  
**From:** Keith Ari Benjamin, Director of Community Services  
**Re:** Resolution 56-22: ODOT Bridge Inspection Services  
**Date:** September 23, 2022

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Resolution 56-22 authorizes the Mayor to enter into an agreement with the Ohio Department of Transportation to continue the performance of Bridge Inspection Services in the City of South Euclid.

The current Municipal Bridge Inspection Program for all Ohio municipalities is ending on December 31, 2022 and must be renewed for one more year through 2023. Our last agreement was authorized by Council in 2019. In addition to bridge inspections the program looks at the placement of weight limits posting signs, closing the bridge if considered unsafe or placement of riprap to protect against scour.

**There is no cost for this program** which saves the City from having to hire an outside consultant which would cost thousands of dollars.

Please don't hesitate to contact City Engineers Andy Blackley or Anthony DiRenzo or Service Director Anderson if you have any questions or need additional information.

Thank you.

CITY OF SOUTH EUCLID, OHIO

RESOLUTION NO.: 56-22  
INTRODUCED BY: Gray  
REQUESTED BY: Mayor

September 27, 2022

RESOLUTION

AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE PERFORMANCE OF BRIDGE INSPECTION SERVICES IN THE CITY OF SOUTH EUCLID, OHIO.

WHEREAS, it is the desire of the Mayor to enter into an agreement with the Ohio Department of Transportation (ODOT) to perform bridge inspection services on eligible bridges located within the City of South Euclid, Ohio.

NOW, THEREFORE, BE IT RESOLVED by the Council of South Euclid, Ohio:

Section 1: That the City of South Euclid, a Local Public Agency (LPA) in the State of Ohio, has determined the need for the described project: Bridge Inspection Services, including, but not limited routine inspections, element level inspections, critical-findings reports, fracture critical member inspections, load rating calculations and reports, weight limits posting sign recommendations, scour assessments, scour plan of actions, development of fracture critical plans, and underwater dive inspection reports if needed.

Section 2: That the LPA gives consent to and has the authority to enter into an agreement with the State Director of Transportation to complete the above-described bridge inspection project for qualifying bridges within the City of South Euclid.

Section 3: That the LPA shall cooperate with the State Director of Transportation in the above-described project as follows: The State shall assume and bear 100% of all of the cost of Bridge Inspection Program Services requested by the City and agreed to by the State. Eligible Bridge Inspection Services are described in the Consultant's Scope of Services Task Order Contract, attached hereto as Exhibit A. The LPA agrees to pay 100% of the cost of those features which are not included in Exhibit A. Those features may include but not limited to the purchasing and erecting the recommended weight limits postings signs, the implementation of critical findings reports such as a partial or total bridge closures, the implementation of the scour plan of actions. When recommendations affect public safety, ODOT expects full implementation by the LPA. Starting in October 2019, FHWA required installing weight limits posting signs within 30 days from the official date of the approved recommendations. Timely implementation is essential to the success of this program.

Section 4: That the LPA agrees that all right-of-way required for the described project will be made available in accordance with current State and Federal regulations.

Section 5: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 25, 1975, 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 6: This Resolution shall take effect and be in full force from and after the earliest period allowed by law and upon signature of the Mayor.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Ruth I. Gray, President of Council

Approved:

Attest:

\_\_\_\_\_  
Keith A. Benjamin, Clerk of Council

\_\_\_\_\_  
Georgine Welo, Mayor

Approved as to form:

\_\_\_\_\_  
Michael P. Lograsso, Director of Law

Scope of Services Meeting Date: \*\*/\*\*/\*\*  
Approved Final Scope of Services Minutes Date: \*\*/\*\*/\*\*

## **GENERAL ENGINEERING SERVICES Central Office, Office of Structural Engineering Scope of Services**

The CONSULTANT may be required to perform the following services on a task order type basis for bridges designated by regulation or by agreement as City or Village inspection responsibility. Consultants must be prequalified for Level 1 Bridge Inspection services, which may include but are not limited to the following:

Task 1 - Scour Tasks

- Task 1A - Scour Critical Assessment
- Task 1B - Scour Plan-of-Action

Task 2 - Load Rating Tasks

- Task 2A - Field Measurements for Load Rating
- Task 2B - Load Rating Calculations

Task 3 – AssetWise Structure Inventory and Review, Including New SNBI Fields

Task 4 – Inspection Procedures

- Task 4A - Fracture Critical Plan
- Task 4B – Underwater Inspection Procedures

Task 5 - Bridge Inspection

- Task 5A – Routine Bridge Inspection
- Task 5B – Fracture Critical Inspection
- Task 5C – Underwater Dive Inspection

Services shall be conducted in accordance with the following:

- ODOT Manual of Bridge Inspection, Latest Version
- ODOT Bridge and Inventory Coding Guide, Latest Version
- ODOT Bridge Design Manual, Section 900), Latest Version
- Hydraulic Engineering Circulars 18, 20 and 23
- The Manual for Bridge Evaluation, Third Edition 2019 interim with revisions, AASHTO

**General Engineering Services Scope of Services  
Central Office, Office of Structural Engineering  
PID No. 117554**

Publication

- Bridge Inspector's Reference Manual, FHWA NHI Publication Number: 12-049,  
Publication Year: 2012
- Underwater Bridge Inspection, FHWA Publication Number: FHWA NHI-10-027,  
Publication Year: 2010

The CONSULTANT shall maintain a project cost accounting system that will segregate costs for individual task orders. The invoicing progress reports shall be detailed enough to show the breakdown of each assigned structure indicating the status of all subtasks. Completion of the individual subtasks in necessary for reimbursement credits.

The duration of the agreement will be twelve (12) months from the authorization date of the agreement.

The Department will be performing an annual Quality Assurance Review (QAR) for each selected consultant in accordance with Manual of Bridge Inspection to ensure accuracy and consistency of the inspection and documentation in AssetWise. This typically includes an office and field review.

The project will be divided into four (4) sub-projects (SP). A CONSULTANT will be selected for each sub-project. Municipalities opted into the previous inspection program will have the option to renew their legislation. Municipalities with population greater than 50,000 people are excluded from the program. The sub-projects have the following general geographic areas, category characteristics, and maximum contract values for the municipalities with municipal inspection responsibility obtained from AssetWise data as of July 2022.

**Project: SP01 - District (1, 2, &3), Total Structures = 485\***

Type	L =< 20'	20' < L =< 60'	60' < L =< 200'	L > 200'	Total
<b>Single Span</b>	192	178	26	0	<b>396</b>
<b>Multi-Span</b>	24	20	31	14	<b>89</b>
<b>Culvert</b>	119	29	1	0	<b>149</b>
<b>Truss</b>	0	1	3	0	<b>4</b>
<b>Fracture Critical Inspection</b>	0	0	2	0	<b>2</b>
<b>Underwater Inspection</b>	0	0	0	0	<b>0</b>
<b>Load Rating**</b>	108	99	29	7	<b>243</b>

\* Level 1 Bridge Inspection structures

\*\* Tasked as budget allows w/priority for NBI bridges with many BrR updates

General Engineering Services Scope of Services  
Central Office, Office of Structural Engineering  
PID No. 117554

**Project: SP02 - District (4, 11, &12), Total Structures = 392\***

Type	L =< 20'	20' < L =< 60'	60' < L =< 200'	L > 200'	Total
Single Span	127	126	35	0	<b>288</b>
Multi-Span	22	25	37	20	<b>104</b>
Culvert	84	40	1	0	<b>125</b>
Truss	1	2	6	0	<b>9</b>
Fracture Critical Inspection	0	0	3	0	<b>3</b>
Underwater Inspection	0	0	0	0	<b>0</b>
Load Rating**	75	76	36	10	<b>197</b>

\* Level 1 Bridge Inspection structures

\*\* Tasked as budget allows w/priority for NBI bridges with many BrR updates

**Project: SP03 - District (5, 6, &10), Total Structures = 515\***

Type	L =< 20'	20' < L =< 60'	60' < L =< 200'	L > 200'	Total
Single Span	189	206	40	0	<b>435</b>
Multi-Span	11	11	37	21	<b>80</b>
Culvert	111	87	4	0	<b>202</b>
Truss	0	0	7	0	<b>7</b>
Fracture Critical Inspection	0	0	7	1	<b>8</b>
Underwater Inspection	0	0	0	0	<b>0</b>
Load Rating**	80	87	31	8	<b>259</b>

\* Level 1 bridge inspection structures

\*\* Tasked as budget allows w/priority for NBI bridges with many BrR updates

**Project: SP04 - District (7, 8 &9), Total Structures = 508\***

Type	L =< 20'	20' < L =< 60'	60' < L =< 200'	L > 200'	Total
Single Span	177	157	36	1	<b>371</b>
Multi-Span	29	45	49	14	<b>137</b>
Culvert	126	85	3	0	<b>214</b>
Truss	0	0	7	1	<b>8</b>
Fracture Critical Inspection	0	1	4	1	<b>6</b>
Underwater Inspection	0	0	0	0	<b>0</b>
Load Rating	103	101	43	8	<b>255</b>

\* Level 1 bridge inspection structures

\*\* Tasked as budget allows w/priority for NBI bridges with many BrR updates

**General Engineering Services Scope of Services  
Central Office, Office of Structural Engineering  
PID No. 117554**

Please note that the total number of structure types is estimated based on current AssetWise data queries, and it may be adjusted when tasks are assigned in the future which may include newly found orphan bridges. The estimated annual contract price value for each sub-project is as follows:

SP01 \$560,000  
SP02 \$530,000  
SP03 \$570,000  
SP04 \$590,000

**DBE Participation:**

<b>Project</b>	<b>Goal</b>
SP01	10%
SP02	0%
SP03	0%
SP04	0%

CONSULTANT shall clearly designate in the letter of intent the SP(s) they wish to be considered for.

Three (3) copies of the letter of intent shall be submitted. The letter of intent shall demonstrate that the CONSULTANT has a clear understanding of the scope of services.

**Price Proposal Due Date: \*\*/\*\*/\*\***

**UNDERSTANDING**

1. Inspections shall be completed by firm's full-time staff prequalified with ODOT for Level 1 bridge inspection according to the Manual of Bridge Inspection.
2. Task order are intended for maintaining compliance with the FHWA 23-Mertics, Ohio Revised Code, and ODOT policy manuals. Deadlines set by the task orders shall be respected.
3. All reports and records compiled under this agreement shall become the property of the City or Village and shall be housed in the City or Village. ODOT shall receive an electronic copy of plans, analysis files, reports and other items mentioned below.
  - a) CONSULTANT shall perform all applicable updates to ASSETWISE with new or revised information for structure inventory and appraisal data, inspections, scour, fracture critical members, and load ratings.
  - b) CONSULTANT shall submit copies of all reports and calculations electronically, or in hard copies when requested, to the City or Village for inclusion in their bridge records.
  - c) This includes, as applicable, a printed copy of the inspection report, Scour Plan-of-Action, Fracture Critical Plan, load rating report, gusset plate analysis, inspection procedures, and field measurement notes, digital pictures as well as a reproducible digital data file (.pdf, .doc, .xml, and .xls formats).
4. Copies of all transmittal letters and emails related to this Task Order shall be submitted to Central Office, Office of Structural Engineering.
  - a) When required, CONSULTANTS shall locate the original construction plans, as-built, and shop drawings from archive locations specified by the municipality and upload them onto ASSETWISE.

**Services to be furnished by CONSULTANT may include:**

**TASK 1 - SCOUR TASKS**

**Task 1A – Scour Critical Susceptibility NBIS Item 113)** - The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection. Deliverables include field notes, a completed Scour Critical Assessment Checklist as per Appendix I of the 2014 Manual of Bridge Inspection, and any other reference material needed for the bridge owner to properly maintain their bridge files. Channel photos or cross sections maybe tasked under this item if assigned. Please use the latest scour assessment form.

**Task 1B - Scour Plan-of-Action** - The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection Appendix H for the scope of this task. Deliverables include a completed Scour Plan-of-Action, field notes, calculations, and any other reference material needed by bridge owner to maintain bridge files.

## **TASK 2 – LOAD RATING TASKS**

**Task 2A - Field Measurements for Load Rating** - Should no plans exist or if additional information is required, each main member shall be field measured for load rating. The condition of the member should be noted on the field documentation. All measurements shall be included in the load rating report.

**Task 2B - Load Rating Calculations** – A bridge carrying vehicular traffic shall be rated to determine the safe load carrying capacity. The CONSULTANT shall review existing bridge plans and inspection reports and other inspection information such as photographs and estimates of section loss for bridge members and connections. The analysis for existing structures shall be performed for AASHTO HS20-44 [MS 18] (truck, lane, & military) loading for both inventory and operating levels, and for the four Ohio Legal Loads including the special hauling vehicles (2F1, 3F1, 4F1, and 5C1, SU4, SU5, SU6, SU7, Type 3, Type 3S2, Type 3-3, NRL, EV2, and EV3) at operating level. The CONSULTANT shall try to complete the load rating analysis utilizing BrR (Virtis) at first. Hand-calculations or Spreadsheets if BrR is not applicable. The BrR analysis file, other load rating files, and the latest BR100 shall be included with the submittal to OSE.

The inventory and operating ratings shall be coded as per the most recent version of the ODOT Bridge Inventory Coding Guide. Update ASSETWISE Inventory with the load rating results and upload BR100 pdf file.

The electronic deliverable shall include if applicable an Excel spreadsheet or other files used for analysis for each bridge which shall include the member areas, member capacities both with and without section loss, influence lines (can be the ordinates or graph of the lines), dead loads and dead load stresses in members, live loads and live load stresses in members for all truck loadings and the load ratings of the members. Truck loadings to be used for the ratings are specified in BDM Section 900.

The Load Rating Report shall be prepared by a registered or non-registered engineer, and it shall be checked, signed, sealed and dated by an Ohio Registered Professional Engineer.

The Load Rating Report shall explain the method used to calculate the load rating of each bridge.

AASHTO Load Factor Rating (LFR) shall be utilized for all bridges not designed by Load and Resistance Factor Design. AASHTO Load and Resistance Factor Rating (LRFR) shall be utilized for all structures designed for HL93 loading starting October 2010.

Load Rating Report Submittal to the City or Village shall include:

- a. Two (2) printed copies and one electronic pdf copy of the Load Rating Report for each bridge.
- b. Final summary of inventory and operating ratings for each member and the overall ratings of the structure shall be presented for each live load truck. An acceptable format is ODOT form BR-100.
- c. Analysis program input files. Both input and output files shall be submitted when programs other than BrR or spreadsheets are used.
- d. All calculations related to the load rating.
- e. If applicable, the weight limits posting recommendations including a copy of the standard posting sign; such as R12-1 (24" x 30"), R12-H5 (30" x 48"), and R12-H7 (30" x 30").

### **TASK 3 – ASSETWISE STRUCTURE INVENTORY AND REVIEW**

The scope of this task includes a limited review of the structure inventory data in the ODOT ASSETWISE. In general, the CONSULTANT shall review specific existing ODOT bridge inventory records (as provided by the City and approved by ODOT) of the designated bridge. The CONSULTANT may download the inventory report, which contains inventory data for each bridge on file with ODOT from the ODOT website.

The CONSULTANT shall verify this data and determine if the ODOT ASSETWISE structure file information needs to be updated on the system. If no changes are necessary, then no ASSETWISE inventory needs to be filled out. If changes are necessary, the scope of this task shall also include completing and filing inventory updates (and supplements, as needed) in ASSETWISE. The CONSULTANT shall refer to the ODOT Office of Structural Engineering Inventory and Coding Guide of ASSETWISE for inventory coding details. In 2023, ODOT will start the transition toward SNBI, the consultants shall fill out all empty fields for this purposes as communicated by OSE.

### **TASK 4 – INSPECTION PROCEDURES**

**Task 4A – Fracture Critical Plan** – A Fracture Critical Member Plan and inspection procedure shall be developed and updated. For more details, refer to Chapter 4: Inspection Types in the Manual of Bridge Inspection. It shall include:

1. Sketches of the superstructure with locations of all fatigue and fracture prone details identified.
  - a. Use framing plan or schematic with detail locations labeled and a legend explaining each labeled item on the scheme.
  - b. Use an elevation view for trusses.

- c. Classify similar fatigue/fracture prone details as types (e.g. end of partial cover plate).
2. A table or location of important structural details indicating:
  - a. Type of detail (e.g. end of partial cover plate, short web gap, etc.)
  - b. Location of each occurrence of detail
  - c. AASHTO Fatigue Category of detail
  - d. Identify retrofits previously installed
3. Risk Factors Influencing the inspector access.

Photos and sketches shall be properly referenced. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task.

**Task 4B – Underwater Inspection Procedures** – An underwater inspection procedure shall be developed. For more details, refer to Chapter 4: Underwater Inspections in the Manual of Bridge Inspection. Please note that ODOT has recently revised the format of the procedures file. The diving team shall fill out or update the latest form and upload it on ASSETWISE prior to performing the actual dives. Please contact OSE for a copy of a blank form if not uploaded on ASSETWISE at the time.

## **TASK 5 – BRIDGE INSPECTION**

**Task 5A – Routine Bridge Inspection (ASSETWISE Input)** - Perform a routine field inspection of the structure to determine the general condition. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task. Section 1111 of the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) modified 23 U.S.C.144, requires Ohio to report bridge element level data for NBIS bridges on the National Highway System (NHS) to FHWA. A condition rating or element level inspection will be assigned. This task includes Condition Rating Inspection for non-NBI structures, Condition Rating Inspection for NBI structures, and Element Level Inspection for NBI classified as NHS. The consultant shall probe the channel around the footing in water to determine depth of scour and report the date in AssetWise.

**Task 5B – Fracture Critical Inspection** - Perform a fracture critical field inspection of fracture critical items. The CONSULTANT shall update the FCM inspection procedure with current photos and descriptions. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task.

**Task 5C – Underwater Dive Inspection** – Perform Underwater/ In-Water inspection of substructure units according to the cycle shown in ASSETWISE. Emergency underwater inspection may arise for specific structures over the duration of the contract period. Work shall be done in accordance with the reference manuals and inspection procedure. Scour risk shall be evaluated after field and data collection.



COME TOGETHER & THRIVE

## Memorandum

**To:** Members of City Council

**From:** Keith Ari Benjamin, Director of Community Services

**Re:** Resolution 57-22: ODNR Urban Canopy Restoration Grant Program

**Date:** September 23, 2022

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Resolution 57-22 authorizes the city to apply for an Ohio Department of Natural Resources Urban Canopy Restoration Grant.

The City of South Euclid, on behalf of the South Euclid Tree Commission is seeking grant funding for the removal of diseased and dying trees, as well as their replacement – pursuant to South Euclid's Tree Plan and the 2020 Comprehensive Tree Inventory.

Please don't hesitate to let me know if you have any questions or need additional information.

Thank you.

CITY OF SOUTH EUCLID

RESOLUTION NO.: 57-22  
INTRODUCED BY: Gray  
REQUESTED BY: Mayor

September 27, 2022

A RESOLUTION

AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO PREPARE AND FILE A GRANT APPLICATION ON BEHALF OF THE SOUTH EUCLID TREE COMMISSION FOR THE OHIO DEPARTMENT OF NATURAL RESOURCES "URBAN CANOPY RESTORATION GRANT PROGRAM".

WHEREAS, The City of South Euclid is proud of being at the forefront of tree canopy and urban forestry planning and management in Northeast Ohio; and

WHEREAS, The South Euclid Tree Commission has been attending to fostering and stewarding the city's tree canopy since 1992; and

WHEREAS, forest cover is an essential aspect of climate change resilience and the community's ability to adapt to climate change effects; and

WHEREAS, South Euclid's tree canopy provides many benefits including: improving water quality, reducing erosion, reducing stormwater runoff, saving energy, reducing air pollution, enhancing property values, providing wildlife habitat, facilitating social and educational opportunities, and providing aesthetic benefits. Trees are also vital for reducing heat island effect and enhancing overall mental and physical health; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SOUTH EUCLID, COUNTY OF CUYAHOGA, STATE OF OHIO:

Section 1: That the Director of Community Services is hereby authorized to prepare and submit an application to the Ohio Department of Natural Resources "Urban Canopy Restoration Grant Program" for up to \$25,000.

Section 2: That the City of South Euclid does agree to obligate the necessary funds and match required to satisfactorily complete the proposed improvements and become eligible for reimbursement under the terms of the Program.

Section 3: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 25, 1975, 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 4: Wherefore, this resolution shall take effect and be in force from and after the earliest period allowed by law and upon signature of the Mayor.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
Ruth I. Gray, President of Council

Approved:

\_\_\_\_\_  
Georgine Welo, Mayor

Attest:

\_\_\_\_\_  
Keith A. Benjamin, Clerk of Council

Approved as to form:

\_\_\_\_\_  
Michael Lograsso, Director of Law



COME TOGETHER & THRIVE

## Memorandum

**To:** Members of City Council

**From:** Keith Ari Benjamin, Director of Community Services

**Re:** Resolution 58-22: NOACA TLCI Grant Resolution

**Date:** September 23, 2022

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Resolution 58-22 authorizes the City to apply for a Northeast Ohio Area Coordinating Agency Transportation for Livable Communities Grant on behalf of the Cities of South Euclid, Cleveland Heights and University Heights.

The proposed grant, due October 7<sup>th</sup>, would create Northeast Ohio's first Regional Neighborhood Greenways Connectors with the creation of "Bike Boulevards" throughout our communities. At our March 2022 Budget Hearing, I provided detail, including examples of how we could create safe, low-cost routes and connectors for bicyclists and pedestrians within South Euclid and also connecting with our neighboring communities.

Neighborhood Greenways are a component of the Cuyahoga County Planning Commission's "Cuyahoga Greenways" network, which is a blueprint for linking neighborhoods, parks, Lake Erie, the Cuyahoga River, and public transit through a comprehensive countywide network of trails that are safe and welcoming for people of all ages and abilities.

The collaborative grant specifically proposes the creation of "bike boulevards" including signage, buffered bicycle lanes and connector pathways. Bicycle boulevards are streets with low motorized traffic volumes and speeds, designated and designed to give bicycle travel priority. Bicycle Boulevards use signs, pavement markings, and speed and volume management measures to discourage through trips by motor vehicles and create safe, convenient bicycle crossings of busy arterial streets. If successful, South Euclid, Cleveland Heights and University Heights would serve as the first "pilot region" to implement Neighborhood Greenways. There is no major construction associated with this project, which primarily introduces low-cost road sharrows, street sign markers and wayfinding signs to designate specified routes.

Resolution 58-22 authorizes the city to apply for the grant, on behalf of Cleveland Heights & University Heights. If successful, additional legislation will be presented authorizing the City to enter into the grant agreement and appropriate any potential matching funds necessary to move the project forward.

Please do not hesitate to contact me if you have any questions or need additional information.

Thank you.

1349 South Green Road • South Euclid, Ohio 44121-3985 • 216.381.0400 • Fax 216.291.4959

Web: [www.cityofsoutheuclid.com](http://www.cityofsoutheuclid.com) • Facebook: [www.facebook.com/southeuclid](http://www.facebook.com/southeuclid)

• Twitter: [www.twitter.com/southeuclidLIVE](http://www.twitter.com/southeuclidLIVE)

CITY OF SOUTH EUCLID

RESOLUTION NO.: 58-22  
INTRODUCED BY: Gray  
REQUESTED BY: Mayor

September 27, 2022

A RESOLUTION

A RESOLUTION AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES & DEVELOPMENT, AT THE DIRECTION OF THE MAYOR, TO SUBMIT A JOINT APPLICATION WITH THE CITIES OF UNIVERSITY HEIGHTS AND CLEVELAND HEIGHTS TO THE NORTHEAST OHIO AREA WIDE COORDINATING AGENCY (NOACA) FOR A GRANT UNDER THE TRANSPORTATION FOR LIVABLE COMMUNITIES INITIATIVE (TLCI) IMPLEMENTATION GRANT PROGRAM TO FUND THE "HEIGHTS REGIONAL NEIGHBORHOOD GREENWAY INITIATIVE"; AND DECLARING AN EMERGENCY.

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

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

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

WHEREAS, the Cities further have determined to supplement the East Side Greenway and Cuyahoga Greenways study's recommendations with newer best practices, including bike boulevards; and

WHEREAS, the Cities propose the "Heights Regional Neighborhood Greenways Initiative" which would consist of the creation of "bike boulevards" including signage, buffered bicycle lanes and connector pathways; and

WHEREAS, Bicycle boulevards are streets with low motorized traffic volumes and speeds, designated and designed to give bicycle travel priority. Bicycle Boulevards use signs, pavement markings, and speed and volume management measures to discourage through trips by motor vehicles and create safe, convenient bicycle crossings of busy arterial streets; and

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

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

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SOUTH EUCLID, COUNTY OF CUYAHOGA, STATE OF OHIO:

Section 1: That the Director of Community Services & Development, at the direction of the Mayor, is hereby authorized to submit a joint application with the Cities of University Heights and Cleveland Heights to the Northeast Ohio Areawide Coordinating Agency (“NOACA”), with the City of South Euclid acting as the Project Sponsor and designated recipient of USDOT funds, for the TLCI Implementation Program.

Section 2: That if approved the City of South Euclid does agree to obligate the necessary funds and match required to satisfactorily complete the proposed improvements and become eligible for reimbursement under the terms of the Program.

Section 3: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 25, 1975, 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 4: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety; wherefore this Resolution shall take effect and be in force from and immediately after adoption and approval by the Mayor.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
Ruth I. Gray, President of Council

Attest:

Approved:

\_\_\_\_\_  
Keith A. Benjamin, Clerk of Council

\_\_\_\_\_  
Georgine Welo, Mayor

Approved as to form:

\_\_\_\_\_  
Michael Lograsso, Director of Law