



MAYFIELD
VILLAGE

MAYOR BRENDA T. BODNAR
mayfieldvillage.com

6622 Wilson Mills Road
Mayfield Village, OH 44143
440.461.2210 • Fax 440.461.7349
ContactUs@mayfieldvillage.com

MEMORANDUM

TO: Council President Schutt and Members of Council
FROM: Mayor Brenda T. Bodnar
DATE: December 1, 2023
RE: **Re-Appointments of Engineer, Director of Law, Animal Warden, and Finance Director**

Dear President Schutt and Members of Council,

The current terms of the Engineer, Director of Law, Animal Warden, and Finance Director all expire on December 31, 2023. I am re-appointing Tom Cappello and Hovancsek & Associates as Engineer, Diane Calta and Tony Coyne from Mansour Gavin LLP as Law Director and Assistant Law Director, A&S Animal Control as the Animal Warden, and Ron Wynne as the Finance Director. Resolutions will be provided to Council prior to the meeting on December 18, 2023.

- I have approved Tom Cappello's request for an increase to the firm's hourly rates in 2024. They have not had an increase since 2019 and I feel that the proposed increases are reasonable. A copy of his letter is attached.
- Diane Calta has also requested an increase in Mansour Gavin's hourly's rates. I am still in discussion with her about the amount and will advise Council of any changes prior to December 18, 2023.
- There are no changes to the cost structure or agreement with A&S Animal Control.
- Ron Wynne will be re-appointed until his successor is appointed in March 2024.

With Council's approval of these Resolutions in December, I will administer the oath of office to all of these appointees at the Organizational/Special Meeting scheduled in January 2024.

Enclosure: 11-16-23 Letter from Tom Cappello

cc: Department Heads



STEPHEN HOVANCSEK & ASSOCIATES, INC.

Consulting Engineers & Planners

TWO MERIT DRIVE • RICHMOND HEIGHTS, OHIO 44143

(216) 731-6255

FAX NO: (216) 731-4483

November 16, 2023

Mayfield Village
6622 Wilson Mills Road
Mayfield Village, Ohio 44143

Attention: Mayor Brenda T. Bodnar

Re: **POSITION OF VILLAGE ENGINEER**

Dear Mayor Bodnar,

I am requesting that Stephen Hovancsek & Associates, Inc., and myself be retained as the Village Engineer for the year 2024. I am not proposing an increase in the annual retainer but I am proposing the following increase in our hourly rates for the upcoming year.

We have not requested an hourly rate increase since 2019.

POSITION	2016 2017 2018	2019 2020 2021 2022 2023	2024
Registered Engineer	\$97.50	\$100.00	<i>\$110.00</i>
Engineer	\$75.00	\$77.50	<i>\$85.00</i>
Draftsman/AutoCAD	\$50.50	\$52.00	<i>\$57.50</i>
Construction Observer	\$41.00	\$42.50	<i>\$46.50</i>
Survey Crew	\$105.50	\$109.00	<i>\$120.00</i>
Registered Surveyor	\$77.00	\$79.50	<i>\$87.50</i>
Retainer	\$12,300.00	\$15,000.00	<i>\$15,000.00</i>

It should be noted that a good portion of the invoices to the Village, which are charged by the hour, are for reviews and construction observation of proposed work from outside entities. These entities include utility companies as well as commercial and residential building applications. A deposit is usually placed by the applicant to cover the cost of reviews and construction observation.

I have greatly enjoyed working with you and the Village staff this year, and as always, I am grateful for the opportunity to serve the people of Mayfield Village.

Respectfully,

Thomas Cappello, P.E., P.S.
Mayfield Village Engineer

cc: Ron Wynne
Diane Wolgamuth