

**CITY OF MEDINA
AGENDA FOR COUNCIL MEETING**

March 28, 2016
Medina City Hall
7:30 p.m.

Call to Order.

Roll Call.

Reading of minutes. (March 14, 2016)

Reports of standing committees.

Requests for council action.

Reports of municipal officers.

Mayoral Proclamation – Water Tower Historic Neighborhood Association

Notices, communications and petitions.

Liquor Permit:

Not to object to the transfer of a D5 permit from Cravens Hospitality Medina LLC, dba Lager & Vine Gastropub, 108 Public Square to Birch Family Limited Partnership II, 108 Public Square.

Liquor Permit:

Not to object to the transfer of a D1, D2, D3, and D6 permit from Alsatian LLC, dba Sushi On the Roll, 985 Boardman Alley & Patio to Twisted Restaurant Group LLC, dba Twisted Sushi Grill Bar & Sushi On the Roll, 985 Boardman Alley & Patio.

Confirmation of Council appointments.

MCRC Sponsorship Committee:
Councilman At-Large Bill Lamb
Ward 3 Councilman Mark Kolesar

Unfinished business.

Introduction of visitors.

(speakers limited to 5 min.)

Introduction and consideration of ordinances and resolutions.

Ord. 41-16

An Ordinance authorizing the Mayor to advertise for competitive bids and to award a contract to the successful bidder for the annual purchase of general pavement services and equipment to be used by the Service Department.

Res. 42-16

A Resolution amending Resolution No. 9-15, passed January 26, 2015, relative to the Partnership Agreement with the City of Wadsworth and the City of Brunswick for the PY14 Community Housing Impact and Preservation Program Grant and authorizing the addition of Amendment No. 1 to the Agreement.

(emergency clause requested)

Ord. 43-16

An Ordinance authorizing the Mayor to enter into a HOME Written Agreement with Anthony S. Kubrak and Dianne Kubrak, aka Dianne Bruckner, 4205 Sleepy Hollow Road for Private Owner Rehabilitation Assistance to the Owner Utilizing Home Funds made available through the PY14 Community Housing Impact and Preservation (CHIP) Program.

(emergency clause requested)

Ord. 44-16

An Ordinance authorizing an expenditure not to exceed \$75,000.00 to Epic Aviation LLC for the purchase of Jet-A fuel at the Medina Municipal Airport.

(emergency clause requested)

Ord. 45-16

An Ordinance of the Council of the City of Medina, Ohio certifying that when a municipal obligation was incurred sums were lawfully appropriated in the funds to satisfy the obligation and sufficient sums currently exist to satisfy this obligation according to the attached sheet(s).

(emergency clause requested)

Ord. 46-16

An Ordinance of the Council of the City of Medina, Ohio certifying that when a municipal obligation was incurred sums were lawfully appropriated in the funds to satisfy the obligation and sufficient sums currently exist to satisfy this obligation according to the attached sheet(s).

(emergency clause requested)

Council comments.

Adjournment.



Opening:

Medina City Council met in regular, open session on Monday, March 14th, 2016. The meeting was called to order at 7:30 p.m. by President of Council John Coyne. Weebelo's one den Pack #3462 representing Eliza Northrop Elementary School and the United Church of Christ led the Pledge of Allegiance.

Roll Call:

The roll was called with the following members of Council present J. Coyne, B. Hilberg, M. Kolesar, B. Lamb, P. Rose, J. Shields, and D. Simpson.

Also present were the following members of the Administration: Mayor Dennis Hanwell, Keith Dirham, Greg Huber, Nino Piccoli, Patrick Patton, Chief Berarducci, Chief Painter, Dan Gladish, Jonathon Mendel, Mike Wright, Jansen Wehrley and Kimberly Marshall.

Minutes:

Mr. Shields moved that the minutes from the regular meeting on February 22nd, 2016, as prepared and presented by the Clerk be approved, seconded by Mr. Simpson. The roll was called and the minutes were approved by the yea votes of B. Hilberg, M. Kolesar, B. Lamb, P. Rose, J. Shields, D. Simpson, and J. Coyne.

Reports of Standing Committees:

Finance Committee: Mr. Coyne stated the Finance committee met prior to Council and had a long discussion regarding the Court project and other items. We will meet again in two weeks.

Health, Safety & Sanitation Committee: Mr. Kolesar reported he had a meeting on Thursday, February 25th at 5:30 p.m.

Public Properties Committee: Mr. Shields had no report.

Special Legislation Committee: Mr. Lamb stated they met on March 9th at 6:30 p.m. for the discussion of a Deer Management Plan. He thanked Parks Director Jansen Wehrley, Nino Piccoli and the Mayor for their assistance in helping develop a three part strategy to address concerns.

Streets & Sidewalks Committee: Mr. Simpson had no report.

Water & Utilities Committee: Mr. Hilberg had no report.

Emerging Technologies Committee: Mr. Rose stated he held a meeting last Thursday covering a number of topics. We will be scheduling a follow up meeting sometime in early April.

Requests for Council Action:

Finance Committee

16-036-3/14 – Budget Amendments

16-037-3/14 – Expenditure Over \$15,000 – Tri County Tool & Supply – Vehicle Maint.

16-038-3/14 – 2016 Equipment Services

16-039-3/14 – Expenditure Over \$15,000 – Vasco Sports Contractors – Parks

16-040-3/14 – Right-of-Way Purchase Agreement for 260 State Rd.

16-041-3/14 – Old House Fair Proposal

- 16-042-3/14 – Payment Over \$3,000 – Wintrow Construction
- 16-043-3/14 – Payment Over \$3,000 – EPIC Aviation
- 16-044-3/14 – Payment Over \$3,000 – Medina County Park District
- 16-045-3/14 – Amending Chapter 11 Planning & Zoning Code – Various Text Amendments
- 16-046-3/14 – Expenditure Over \$15,000 – Davis Tree Farm
- 16-047-3/14 – Amend 2014 CHIP Partnership Agreement (Res. 9-15)
- 16-048-3/14 – HOME Agreement, 4205 Sleepy Hollow Rd.

Reports of Municipal Officers:

Dennis Hanwell, Mayor, reported the following:

- 1) Working America Canvassing in City - Legislative/political advocacy as well as educational canvassing of residential areas in city starting in January and going through election cycle will be conducted in city. Canvassing will be 4 p.m. - 9 p.m. Monday through Friday and 10 a.m. - 5 p.m. on weekends. These activities are constitutionally protected under the First Amendment and do not require registering with the City for a solicitor's permit, or following solicitor regulations, as they are not selling anything. Working America is not for profit 501C5 labor organization, affiliated with AFL-CIO.
- 2) 10 Recycle Bin locations in city:
 - Medina County Admin - 144 North Broadway Street
 - Medina City Schools BOE office- 739 Weymouth Road
 - Canavan Elementary School- 825 Lawrence Street
 - Claggett Middle School- 420 East Union Street
 - Root Middle School- 333 West Sturbridge Drive
 - Medina Co. Engineers- 791 West Smith Road
 - Medina Library- 21- South Broadway Street
 - Medina Co. Career Center- 1101 West Liberty Street
 - Medina Co. Fairgrounds- 735 Lafayette Road
 - Medina County JFS- 232 Northland Drive
- 3) Charter Review Commission - 5 members selected by Council, 5 members selected by Mayor, 5 members selected from Committee. Next meeting is Monday, March 21, at 5:30 p.m. at Medina City Hall in the Multi-Purpose room in lower level of City Hall.
- 4) Presentation of Proclamation to Library - Tina Sabol
Medina Library – National Library Week April 10th – April 16th with a launch of the One Book, One Community Literacy Campaign, a partnership with the United Way and a National Book Mobil Day April 13th.

Keith Dirham, Finance Director, Stated they are already working on budgets for 2017 to 2021. Mr. Dirham stated that 2021 is a 27 pay period year meaning we pay the payroll every 2 weeks and normally there are 26 pay periods in a year. The audit is on the agenda and we will talk about it more when we get to it.

Greg Huber, Law Director, had no report.

Chief Berarducci, Police Chief, had no report.

Jonathon Mendel, Planning Community Director, had no report.

Chief Painter, Fire Chief, had no report.

Mike Wright, Recreation Center Director, The Medina Rec wants to remind the community that we have a "Just Kids Stuff Garage Sale" on Saturday, April 16th from 9 a.m. – 12:00 p.m. We still have vendor spots available. If you are interested in selling items at the sale, you can contact Nita Justice, at 330-721-6937 to reserve a spot.

The next Rec Advisory meeting is Thursday, March 17th at 7:30 a.m. at the Recreation Center.

Jansen Wehrley, Parks and Recreations Director, stated the Parks Department recently completed a pavilion renovation at Roscoe Ewing Park. He reminded all that the pavilions are available for rent by scheduling your event through the Parks Department at 330-721-6950.

The Forestry Department removed trees on Halifax Lane, Freeport Drive and Vineyard Drive, these trees will be replaced by the first week in April with a variety of species.

For those individuals that purchased engraved bricks for the Bicentennial Commons they have been installed last week.

The Deer Management Process, Technical Guidance Form and a Community Survey that we reviewed at Special Legislation Committee can be found under Parks Department home page of the City of Medina Website.

Kimberly Marshall, Economic Development Director, was absent.

Dan Gladish, Building Official, year to date the Building Dept. issued a total of 156 construction permits and this is equal to the number of permits issued last year for the same time period, this number reflects a 15% increase in residential property repairs and alterations. This represents investments into the existing neighborhoods. We have dedicated an increase in man hours with Property Maintenance Code enforcement throughout the City. Our goal in the Building Department is to help maintain property values throughout the city.

Nino Piccoli, Service Director, stated the work on the North Huntington Street project is continuing, the underground should be complete by the end of March. Pavement removal and repair should commence beginning of April. All property owners affected were provided with a schedule.

The Board of Control awarded the Foundry Street Reconstruction Project to Fabrizi Trucking and Paving Company. The city also received a \$300,000 CDBG grant for this project.

Patrick Patton, City Engineer, was absent.

Notices, Communications and Petition:

Liquor Permit:

Mr. Shields moved not to object to the issuance of a C-1 and C-2 permit to Grab N Go Firewood LLC, dba Grab N Go Beverage & Market, 236B N. State Rd. Motion seconded by Mr. Simpson and approved by the yea votes of M. Kolesar, B. Lamb, P. Rose, J. Shields, D. Simpson, J. Coyne, and B. Hilberg.

Liquor Permit:

Mr. Shields moved not to object to the of a C-1 and C-2 permit from Cineen Inc. dba VIP Mini Mart to Ramsai LTD, dba VIP Mini Mart, 238 N. Court Street. Motion seconded by Mr. Simpson and approved by the yea votes of B. Lamb, P. Rose, J. Shields, D. Simpson, J. Coyne, B. Hilberg, and M. Kolesar.

Unfinished Business: There was none.

Introduction of Visitors: There were none.

Introduction and Consideration of Ordinances and Resolutions:

Ord. 35-16:

An Ordinance authorizing the Mayor to sign the Letter of Arrangement with the Auditor of State Dave Yost for the preparation of the annual audit for the City of Medina for the fiscal period ending December 31, 2015. Mr. Shields moved for the adoption of Ordinance/Resolution No. 035-16, seconded by Mr. Simpson. The Auditor of State is doing our audit themselves this year and probably for the next few years. The roll was called and Ordinance/Resolution No. 035-16 passed by the yea votes of P. Rose, J. Shields, D. Simpson, J. Coyne, B. Hilberg, M. Kolesar, and B. Lamb.

Ord. 36-16:

An Ordinance authorizing the Mayor to enter into a HOME written Agreement with Mildred and Sterling Medley, 133 W. Union Street, for Private Owner Rehabilitation Assistance to the Owner Utilizing Home Funds made available through the PY14 Community Housing Impact and Preservation (CHIP) Program. Mr. Shields moved for the adoption of Ordinance/Resolution No. 036-16, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 036-16, seconded by Mr. Simpson. Mr. Mendel stated this is for an owner occupied housing rehabilitation assistance and to allow the Mayor to sign the Home Agreement. It needs signed right away and that is why we need the emergency clause added. The roll was called on adding the emergency clause and was approved by the yea votes of D. Simpson, J. Coyne, B. Hilberg, M. Kolesar, B. Lamb, P. Rose, and J. Shields. The roll was called and Ordinance/Resolution No. 036-16 passed by the yea votes of J. Shields, D. Simpson, J. Coyne, B. Hilberg, M. Kolesar, B. Lamb and P. Rose.

Ord. 37-16:

An Ordinance authorizing the Mayor to enter into a HOME written Agreement with Kathleen M. Long, 411 E. North Street for Private Owner Rehabilitation Assistance to the Owner Utilizing Home Funds made available through the PY14 Community Housing Impact and Preservation (CHIP) Program. Mr. Shields moved for the adoption of Ordinance/Resolution No. 037-16, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 037-16, seconded by Mr. Simpson. Mr. Mendel stated this is the same as the previous ordinance just different owners and home. The roll was called on adding the emergency clause and was approved by the yea votes of B. Hilberg, M. Kolesar, B. Lamb, P. Rose, J. Shields, D. Simpson, and J. Coyne. The roll was called and Ordinance/Resolution No. 037-16 passed by the yea votes of J. Coyne, B. Hilberg, M. Kolesar, B. Lamb, P. Rose, J. Shields, and D. Simpson.

Ord. 38-16:

An Ordinance authorizing the Mayor to execute a Memorandum of Understanding with the Medina County Sheriff's Department, Montville Township, Medina Township, Sharon Township, and the City of Medina for a Local Government Safety Capital Grant. Mr. Shields moved for the adoption of Ordinance/Resolution No. 038-16, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 038-16, seconded by Mr. Simpson. Mayor Hanwell stated this is a grant opportunity. The emergency clause is requested because the deadline is tomorrow, there was a short window to get this all together. This will help expand the dispatch center at the County Sheriff's Department and also convert the radios from the current UHF to 700 megahertz. The roll was called on adding the emergency clause and was approved by the yea votes of B. Lamb, P. Rose, J. Shields, D. Simpson, J. Coyne, B. Hilberg, and M. Kolesar. The roll was called and Ordinance/Resolution No. 038-16 passed by the yea votes of M. Kolesar, B. Lamb, P. Rose, J. Shields, D. Simpson, J. Coyne, and B. Hilberg.

Ord. 39-16:

An Ordinance authorizing the Mayor to enter into a Right-Of-Way Purchase Agreement with the Post/Coleman Family Limited Partnership for property located at 260 State Road for the purpose of completing the West Smith Reconstruction project. Mr. Shields moved for the adoption of Ordinance/Resolution No. 039-16, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 039-16, seconded by Mr. Simpson. Mr. Piccoli stated this is for Standard Welding and it's the last parcel needed to be acquired to proceed with the project. The cost for this agreement will cover the construction of a new parking lot. Emergency is needed so they can submit the project to ODOT for final review and authorization. The roll was called on adding the emergency clause and was approved by the yea votes of J. Shields, D. Simpson, J. Coyne, B. Hilberg, M. Kolesar, B. Lamb and P. Rose. The roll was called and Ordinance/Resolution No. 039-16 passed by the yea votes of P. Rose, J. Shields, D. Simpson, J. Coyne, B. Hilberg, M. Kolesar, and B. Lamb.

Ord. 40-16:

An Ordinance amending Ordinance No. 165-15, passed December 22, 2015. (Amendments to 2016 Budget) Mr. Shields moved for the adoption of Ordinance/Resolution No.

040-16, seconded by Mr. Simpson. Mr. Dirham stated this is from the Fire Department. They received some donations and they would like to spend those, so the expenditure has to be appropriated. The roll was called and Ordinance/Resolution No. 040-16 passed by the yeas votes of D. Simpson, J. Coyne, B. Hilberg, M. Kolesar, B. Lamb, P. Rose, and J. Shields.

Council Comments:

Mr. Simpson reminded everyone to get out and vote, it is our right and duty. Obviously there are some important issues that will affect everybody.

Mr. Rose echoed Mr. Simpson's comments.

Mr. Lamb stated he has some residential concerns regarding First Energy's tree trimming. He explained he had a positive discussion last week with Mr. David Connor who is a Forestry Specialist from First Energy. They plan to meet again this week and view some of the trees to address some of the residents' concerns understanding that First Energy has a job to do and they have a right to do the job.

Adjournment:

There being no further business before Council, the meeting adjourned at 7:58 p.m.

Kathy Patton, CMC - Clerk of Council

John M. Coyne, President of Council

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

0717740 <small>PERMIT NUMBER</small>		TRFO <small>TYPE</small>	BIRCH FAMILY LIMITED PARTNERSHIP II 108 PUBLIC SQ MEDINA OH 44256	
10	01	2015 <small>ISSUE DATE</small>		
03	08	2016 <small>FILING DATE</small>		
D5 <small>PERMIT CLASSES</small>				
52	077	C	F15690 <small>RECEIPT NO.</small>	

FROM 03/10/2016

1801865 <small>PERMIT NUMBER</small>			CRAVENS HOSPITALITY MEDINA LLC DBA LAGER & VINE GASTROPUB & WINE BAR 108 PUBLIC SQ MEDINA OH 44256	
10	01	2015 <small>ISSUE DATE</small>		
03	08	2016 <small>FILING DATE</small>		
D5 <small>PERMIT CLASSES</small>				
52	077		<small>RECEIPT NO.</small>	

RECEIVED

MAR 14 2016

BY: KP



MAILED 03/10/2016

RESPONSES MUST BE POSTMARKED NO LATER THAN.

04/11/2016

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.
REFER TO THIS NUMBER IN ALL INQUIRIES. **C TRFO 0717740**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD IN OUR COUNTY SEAT. IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

CLERK OF MEDINA CITY COUNCIL
132 NORTH ELMWOOD AVENUE
MEDINA OHIO 44256

ORDINANCE NO. 41-16

AN ORDINANCE AUTHORIZING THE MAYOR TO ADVERTISE FOR COMPETITIVE BIDS AND TO AWARD A CONTRACT TO THE SUCCESSFUL BIDDER FOR THE ANNUAL PURCHASE OF GENERAL PAVEMENT SERVICES AND EQUIPMENT TO BE USED BY THE SERVICE DEPARTMENT.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That the Mayor is hereby authorized and directed to advertise for competitive bids and to award a contract to the successful bidder for the annual purchase of general pavement services and equipment to be used by the Service Department in accordance with specifications on file in the office of the Mayor.

SEC. 2: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 3: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor

Effective date –

RESOLUTION NO. 42-16

A RESOLUTION AMENDING RESOLUTION NO. 9-15, PASSED JANUARY 26, 2015, RELATIVE TO THE PARTNERSHIP AGREEMENT WITH THE CITY OF WADSWORTH AND THE CITY OF BRUNSWICK FOR THE PY14 COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM GRANT, AUTHORIZING THE ADDITION OF AMENDMENT NO. 1 TO THE AGREEMENT, AND DECLARING AN EMERGENCY.

WHEREAS: The Cities of Medina, Brunswick and Wadsworth entered into a Partnership Agreement on May 28, 2014 for the purpose of applying for Community Housing Impact and Preservation Funds through the Ohio Development Services Agency, Office of Community Development; and thereafter the Cities revised the Partnership Agreement with the passage of Resolution No. 9-15, passed January 26, 2015; and

WHEREAS: On December 31, 2015 the Ohio Development Services Agency Office of Community Development issued Policy Number 15-03 which in part requires a separate written agreement for all HOME funded activities that will be required to be signed by the person receiving assistance and the grantee.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That Resolution No. 9-15, passed January 26, 2015 is here by amended with the addition of Amendment No. 1 authorizing the Mayor for the City of Medina, the grantee, to sign HOME Written agreements with applicants within their jurisdiction.

SEC. 2: That a copy of Amendment No. 1 is marked Exhibit A, attached hereto, and incorporated herein.

SEC. 3: That it is 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 that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 4: That this Resolution shall be considered an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason that the work is currently being done; wherefore, this Resolution shall be in full force and effect immediately upon its passage and signature by the Mayor.

Res. 42-16
Exh. A

AMENDMENT NO. 1

PY 2014 COMMUNITY HOUSING IMPACT AND
PRESERVATION PROGRAM (CHIP)
PARTNERSHIP AGREEMENT

The Cities of Medina, Brunswick, and Wadsworth entered into a Partnership Agreement on May 28, 2014 for the purpose of applying for Community Housing Impact and Preservation Funds through the Ohio Development Services Agency, Office of Community Development which was submitted on June 6, 2014. The Cities thereafter revised the Partnership Agreement. The new partnership agreement being executed on Jan. 26, 2015 Ord 9-15.

On December 31, 2015 the Ohio Development Services Agency Office of Community Development issued Policy Number 15-03 which in part requires a separate written agreement for all HOME funded activities. Each HOME written agreement must be signed by the person receiving assistance and the grantee.

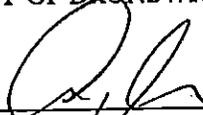
In compliance with OCD Program Policy Notice OCD 15-03, the partners hereby agree that the Mayor for the City of Medina, the grantee, is authorized to sign HOME Written Agreements with applicants within their jurisdiction.

WHEREFORE, the undersigned hereby executed this Partnership Agreement as of the dates indicated below.

CITY OF MEDINA

CITY OF BRUNSWICK

Mayor Dennis Hanwell



Anthony Bales City Manager

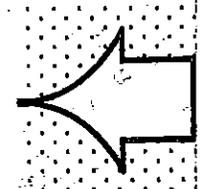
Date: _____

Date: 3-8-16

CITY OF WADSWORTH

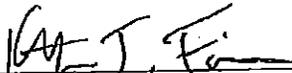
Mayor Robin L. Laubaugh

Date: _____



RECEIVED

Approved as to form:



Kenneth J. Fisher, Law Director
City of Brunswick

Gregory A. Huber, Law Director
City of Medina

Norman E. Brague, Law Director
City of Wadsworth



**Development
Services Agency**

Program Policy Notice: OCD 15-03

Community Services Division
Office of Community Development
77 South High Street, Columbus Ohio 43215 U.S.A.
Phone: (614) 466-2285
Fax: (614) 752-4575

Replaces Policy Notice OCD 13-01
and 13-05 Affordability Requirements (July 2013)

SUBJECT: Finance Mechanisms and Affordability Requirements for Office of Community Development Program-Funded Projects

ISSUED: December 31, 2015

DISTRIBUTED TO: Office of Community Development Award Recipients and their Affiliates

PROGRAM POLICY

This program policy applies to all housing activities completed with federal dollars through all Office of Community Development (OCD) programs. Finance mechanisms for activities funded with program income must follow at least the minimum funding source requirements and must be defined in the grantee's local Policies and Procedures Manual as approved by OCD.

GENERAL REQUIREMENTS

Except for Habitat for Humanity projects, all grantees with applicable activity types mentioned below must abide by the recapture affordability provisions as outlined in 24 CFR 92.252 and 92.254. All loans must be secured by using a mortgage lien recorded on the property for the length of the loan and/or affordability period. Grantees are prohibited from adding increased change order amounts either to original mortgage liens or by adding supplemental mortgage liens. Any change order amount that decreases the original mortgage lien must be amended to reflect actual project hard costs. Mortgage liens must be recorded within 30 days of execution.

Exception: Any change order amount that increases or decreases the original assistance amount for the Rental Rehabilitation activity or the direct assistance portion of the Homeownership activity, must be reflected in a supplemental mortgage lien and be recorded within 30 days of execution.

The following is a summary of OCD's finance mechanism requirements for individual housing program activities:

Owner Home Repair

Home-Repair assistance must be provided to the homeowner as either a grant or a 0 percent interest, 100 percent deferred/declining (50 percent annually), two-year term, forgivable loan.

Rental Home Repair

Program participants (landlord/owners) can be low and moderate income or non-low and moderate income. Rental Home Repair project loans must be provided to the property owner as a 0 percent

* Does not include projects funded with program income, Targets of Opportunity Grant Program funds or projects funded through the Ohio Housing Finance Agency.

is considered program income and cannot be counted against the outstanding HOME investment amount. Noncompliance with principal residency requirements by a homebuyer under a recapture provision is not a transfer. Consequently, the amount the grantee must repay is not subject to proration or other reductions included in its recapture provisions.

The grantee must repay the HOME investment in accordance with 2 CFR 92.503(b)(3) whether or not it is able to recover any portion of the HOME investment from the noncompliant recipient. Therefore, it is crucial for the grantee to have enforcement mechanisms in its written agreements to protect its investment and minimize its risk in HOME-assisted projects in the event of noncompliance...

HOME Written Agreements – All HOME-Funded Projects

In addition to the mortgage and promissory note, HUD requires a separate written agreement for all HOME-funded activities. Detailed loan terms must be included in the mortgage lien and promissory note. For each applicable activity type, all grantees must abide by the HOME Written Agreement requirements outlined in 24 CFR 92.504. Projects funded solely with CDBG or OHTF do not require a separate written agreement.

The HOME written agreement must outline the terms and use of the HOME funds. Agreements for Homeownership (non-Habitat for Humanity), Rental Rehabilitation and New Construction in conjunction with Habitat for Humanity activities must include affordability requirements details. The agreement must ensure the home remains affordable for the required period. HUD requires direct subsidy beneficiaries to continue to live in the assisted home even if any or all of the assistance is repaid before the affordability period ends.

Each HOME written agreement must be signed by the person receiving assistance and the grantee. It is acceptable for the grantee to designate, in a legal binding document, a representative to sign agreements on their behalf. HOME written agreements are not required to be recorded.

Net Proceeds - All Activities

If a property transfers during an affordability period and the recapture requirements are imposed, the grantee must evaluate the net sale proceeds. The net sale proceeds are the sales price minus superior loan repayment and any closing costs. When the recapture requirement is triggered by a housing unit sale (voluntary or involuntary) and there are no net proceeds or the net proceeds are insufficient to repay the program investment due, the grantee can only recapture the net proceeds amount, if any. The recorded mortgage lien to secure the program assistance must contain language that reflects the net proceeds requirements.

ORDINANCE NO. 43-16

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A HOME WRITTEN AGREEMENT WITH ANTHONY S. KUBRAK AND DIANNE KUBRAK, AKA DIANNE BRUCKNER, 4205 SLEEPY HOLLOW ROAD, FOR PRIVATE OWNER REHABILITATION ASSISTANCE TO THE OWNER UTILIZING HOME FUNDS MADE AVAILABLE THROUGH THE PY14 COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP) PROGRAM, AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That the Mayor is authorized and directed to enter into a Home Written Agreement with Anthony S. Kubrak and Dianne Kubrak, aka Dianne Bruckner, 4205 Sleepy Hollow Road, for Private Owner Rehabilitation Assistance to the Owner utilizing HOME funds made available through the PY 14 Community Housing Impact and Preservation Program.

SEC. 2: That a copy of the Home Written Agreement is marked Exhibit A, attached hereto, and incorporated herein.

SEC. 3: That the funds to cover this agreement in the amount of \$32,975.00 to be paid to the Contractor, Solid Ground Construction, Inc., are available in Account No. 139-0404-52215, Project #AC-14-02.

SEC. 4: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 5: That this Ordinance shall be considered an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason work cannot begin until this agreement is signed; wherefore, this Ordinance shall be in full force and effect immediately upon its passage and signature by the Mayor.

PASSED: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor

Ord. 43-16
Exh. A

CITY OF MEDINA
(In partnership with the Cities of Brunswick & Wadsworth)
COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM
(PY 2014 CHIP)

HOME WRITTEN AGREEMENT
PRIVATE OWNER REHAB ASSISTANCE

NOTICE TO HOMEOWNER: This AGREEMENT contains a number of requirements you must fulfill in exchange for the federal assistance you are receiving through the Home Investment Partnerships Program (HOME Program). You should read each paragraph carefully and ask questions regarding any sections you do not fully understand. This AGREEMENT will be enforced by a partially forgivable loan and mortgage as set forth below. You should be sure that you thoroughly understand these documents before you sign them.

THIS AGREEMENT made and entered into by and between CITY OF MEDINA (hereinafter referred to as "CITY") and Anthony S. Kubrak and Dianne Kubrak aka Dianne Bruckner, (hereinafter referred to as "OWNER") for Private Owner Rehabilitation Assistance to the OWNER utilizing HOME Funds made available through a Community Housing Impact and Preservation ("CHIP") Grant obtained by City of Medina from the Ohio Development Services Agency, Office of Community Development for the residence at 4205 Sleepy Hollow Road, Brunswick, Ohio.

OWNER attests and the CITY has verified that the OWNER qualifies as a low-income individual or household as defined by the HOME Program. "Low-income" is defined as an individual or household whose total income does not exceed 80% of the Area Median Income (AMI) as defined by HUD.

The County Auditor has valued the property at \$ 95,070.00. The after rehab value of the home will not exceed \$157,000 which is 95% of the maximum purchase price for assistance;

OWNER certifies that the residence at 4205 Sleepy Hollow Road, Brunswick, Ohio is OWNER's principal place of residence.

OWNER desires to rehabilitate, renovate, reduce lead-based paint hazards and improve the aforesaid premises. Pursuant to the HOME Program rules, the property that is the subject of this Agreement must meet the Ohio Development Services Agency, Office of Community Development Residential Rehabilitation Standards and all local code requirements.

OWNER understands that the purpose of the Private Owner Rehabilitation Program is to correct basic building code violations, health and safety issues including lead based paint hazards for qualified homeowners with household incomes at or below 80% of median Income In City of Medina. Only single-family, owner-occupied housing units within the City's service area for the grant funds are eligible for this program.

The CITY will provide Private Owner Rehabilitation Assistance to OWNER in the form of a 5 year deferred, partially forgivable loan. The principal amount of the loan shall be reduced over the first five years by seventeen percent (17%) of the original principal balance of the Loan for each year the loan is outstanding. The interest rate for this loan is zero percent (0%). No payment will be required so long as the applicant continues to live in and own the home. The loan will be secured by a mortgage and promissory note with a declining repayment agreement. Should OWNER no longer reside in the home, the amount remaining due on the mortgage will be due and payable to City of Medina, the City of Brunswick or the City of Wadsworth (as identified on the executed mortgage).

This Agreement shall remain in force until satisfied as long as the home remains the principal residence of the OWNER. Should the OWNER not maintain the home as his/her principal residence, or rent or sell the residence to another party, the OWNER will be required to repay any amount that has not yet been forgiven as set forth in the Agreement, as of the day the home is no longer the principal place of residence of the OWNER.

OWNER(s) hereby agrees to the following terms and conditions in order to receive housing rehabilitation assistance.

1. Inspection. OWNER will allow inspection of the property by City of Medina, its designee and/or CHIP Program Staff, public building, electrical, plumbing and health department officials and inspectors, and contractors who are bidding on the proposed rehabilitation work during normal business hours.

Inspections will be made before, during and after completion of the rehabilitation work. All inspections will be made by appointment arranged in advance.

2. Competitive Bidding. OWNER has worked with City of Medina, its designee and/or CHIP Program Staff to seek competitive bids on OWNER's behalf from qualified contractors for all the rehabilitation work. Bids will be requested according to the procedures established by City of Medina, its designee and/or CHIP Program Staff and in accordance with federal, state and local laws.

3. Agreement with Contractor. OWNER agrees to enter into a Contract with the lowest and best bidder, normally to the low bidder. OWNER understands that OWNER may reject, in writing the low bidder in favor of the next highest bidder if in my opinion the low bidder does not possess the experience, skill or resources to satisfactorily complete the job, or the ability to proceed in a timely manner, or who has not visited my house, before preparing the bid.

4. Property Standards. Pursuant to HOME Program rules, as stated above, the property that is the subject of the Agreement must meet the Ohio Development Services Agency, Office of Community Development Residential Rehabilitation Standards and all local code requirements upon completion of the work funded by the CHIP Program's Private Owner Rehabilitation Program.

4. Homeowner Modifications. OWNER agrees not to make any changes to the home that will affect the estimate of repairs i.e. removing kitchen cabinets, removing carpeting, removing walls, etc. Doing so may result in denial of assistance.

5. Side Agreements. OWNER will refrain from making side agreements with the contractor for work not included in OWNER's Agreement with the Contractor, or not included in any written Change Orders approved by City of Medina, its designee and/or CHIP Program Staff until all work under the Contract is satisfactory and closing inspections are completed. City of Medina, its designee and/or CHIP Program Staff assumes no responsibility for the cost or quality of work not covered by the Agreement or approved by Change Orders.
6. Access. OWNER agrees to provide access to the contractor and subcontractors awarded the bid between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday (unless otherwise agreed to by the parties at the preconstruction meeting) in order to facilitate timely completion of the project.
6. Conflict of Interest. OWNER will not pay any bonus, commission or fee to anyone for the purpose of obtaining approval of any application for rehabilitation assistance. OWNER will not allow any member of the United States Congress or State government, elected official of the CITY or City of Medina employee who exercises any functions or responsibilities in connection with the administration of this Housing Rehabilitation Program to have any interest in or benefit from a rehabilitation loan or grant financed under my Agreement.
7. Non-Discrimination. OWNER will not discriminate in the sale, lease, rental use or occupancy of my property, as required by Title VI of the Civil Rights Act of 1964.
8. Maintenance of the Property. OWNER will make every reasonable effort to keep the property in safe, sound and habitable condition following completion of the rehabilitation work through the affordability period.
9. Hazard Insurance. OWNER will at all times during the duration of this Agreement maintain a valid and current insurance policy on the property rehabilitated in an amount based on its value after rehabilitation. Such insurance must be maintained throughout the term of the loan and shall carry an endorsement to the CITY.
10. Loan Subordination. OWNER agrees that the property is not available as a source of collateral for future loans when such loans require subordination of the CITY's loan. The CITY may subordinate its loan if, in its judgment, it is in the best interests of both the CITY and the OWNER and approved in writing.
11. Loan Repayment. OWNER agrees to execute a Promissory Note, Declining Payment Agreement and Mortgage. The specific terms governing the loan are contained in the Promissory Note, Declining Payment Agreement and the Truth-in-Lending Statement. OWNER understands that the terms of the loan include a declining repayment agreement with a 15% payback after the affordability period.
12. Right to Financial Privacy. The Federal Financial Act of 1978 guarantees financial confidentiality to persons requesting assistance directly or indirectly from the federal government. To comply with this law, the CITY must inform the rehabilitation client that no financial information will be disclosed or released to another government agency (except the Ohio Development Services Agency (ODSA) and the U.S. Department of Housing and Urban Development (HUD) which may review the file on a

monitoring visit) without the prior written consent of the client. Financial records involving my transaction will be available to ODSA and HUD without further notice or authorization, but will not be disclosed or released to another government agency or department without my consent except as required or permitted by law. Also, verification forms sent to other agencies for the purpose of determining my eligibility for the rehabilitation program must contain a signed Authorization to Release Information.

Owner Date

Owner Date

State of Ohio:) SS:
County of _____)

Before me, a Notary Public for the State of Ohio, appeared the above named _____ who acknowledged and signed the foregoing instrument and their signing was their free act.

IN WITNESS WHEREOF, I have hereunto subscribed my name affixed my seal this ____ day of _____, 20__.

Notary Public

CITY OF MEDINA

City of Medina Date

State of Ohio:) SS:
County of _____)

Before me, a Notary Public for the State of Ohio, appeared the above named _____ who acknowledged and signed the foregoing instrument and their signing was their free act.

IN WITNESS WHEREOF, I have hereunto subscribed my name affixed my seal this ____ day of _____, 20__.

Notary Public

ORDINANCE NO. 44-16

AN ORDINANCE AUTHORIZING AN EXPENDITURE NOT TO EXCEED \$75,000.00 TO EPIC AVIATION LLC FOR THE PURCHASE OF JET-A FUEL AT THE MEDINA MUNICIPAL AIRPORT, AND DECLARING AN EMERGENCY.

WHEREAS: This Ordinance will provide for the efficient and lawful certifications to provide Municipal Services; and

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That in accordance with Ohio Revised Code §5705.41(D), at the time that the contract or order was made and at the time of execution of the Finance Director's certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance.

SEC. 2: That the expenditure of not to exceed \$75,000.00 is hereby authorized to Epic Aviation LLC for the purchase of Jet-A fuel at the Medina Municipal Airport.

SEC. 3: That the funds to cover this expenditure are available in Account No. 547-0650-53314.

SEC. 4: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 5: That this Ordinance shall be considered an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason a purchase has been made and the vendor is awaiting payment; wherefore, this Ordinance shall be in full force and effect immediately upon its passage and signature by the Mayor.

PASSED: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor



EPIC Aviation LLC
 3841 Fairview Industrial Dr Suite 150 – Salem, OR 97302
 PO Box 12249 – Salem, OR 97309
 866.501.3742
 Fax 503.362.9954
 www.EPICAviationLLC.com

BILLING ADDRESS:

CITY OF MEDINA
 132 NORTH ELMWOOD AVE
 MEDINA, OH 44256

SHIPPED TO:

CITY OF MEDINA
 MEDINA MUNICIPAL AIRPORT
 2050 MEDINA RD
 MEDINA, OH 44256-9676

*Ord. 44-16
 Exh. A*

INVOICE DATE	CUSTOMER P.O. #	ACCOUNT #		TERMINAL	INVOICE NO.	LOAD NUMBER
		MAIN #	SHIPTO			
2/26/2016		MED0008	1G5	CLVLSUN	6827284	509446

DATE	BOL #	DESCRIPTION	GROSS	BASIS	UNIT PRICE	AMOUNT
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AVIATION FUEL CHARGES

02/26/16	320639	JET-A W/FSII	7,601	7,688.00	1.23443	9,490.30
02/26/16	320639	FEDERAL OIL SPILL LIABILITY		7,688.00	0.00190	14.64
02/26/16	320639	FEDERAL EXCISE TAX		7,688.00	0.24300	1,868.18
02/26/16	320639	FEDERAL LUST TAX		7,688.00	0.00100	7.69
02/26/16	320639	OHIO PETROLEUM ACTIVITY TAX		7,688.00	0.01056	81.21

SHIPPED VIA: HILLTRUX

SUB-TOTAL FOR: TRUCK INJECTED JET W FSII

11,462.02

PAYMENT TERM	DUE DATE	AMOUNT DUE
NET 30	03/27/2016	\$11,462.02

INVOICE TOTAL **\$11,462.02**

FOR BILLING QUESTIONS OR DISPUTES, PLEASE CONTACT THE BILLING DEPARTMENT AT INVOICEDISPUTES@EPICAVIATIONLLC.COM

Send Payment by ACH
 ABA# 122000030
 Acct# 1233555749

Please Remit To:
 OR

Lockbox
 PO Box 844217
 Dallas, TX 75284-4217 Page 1 of 1

02/29/2016

<TOPAXNUM>>

ORDINANCE NO. 45-16

AN ORDINANCE OF THE COUNCIL OF THE CITY OF MEDINA, OHIO, CERTIFYING THAT WHEN A MUNICIPAL OBLIGATION WAS INCURRED SUMS WERE LAWFULLY APPROPRIATED IN THE FUNDS TO SATISFY THE OBLIGATION AND SUFFICIENT SUMS CURRENTLY EXIST TO SATISFY THIS OBLIGATION ACCORDING TO THE ATTACHED SHEET(S), AND DECLARING AN EMERGENCY.

WHEREAS: Certain certifications are necessary for the continued operations of Municipal Services; and

WHEREAS: This Ordinance will provide for the efficient and lawful certifications to provide Municipal Services as required by Ohio Revised Code Section 5705.41(D); and

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That the Finance Director is authorized to draw warrants for the payment of municipal expenses pursuant to the attached Exhibit "A" which is incorporated herein.

SEC. 2: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 3: That this Ordinance shall be considered an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason because of the immediate need for the authorization of expenditures, this Resolution shall be in full force and effect immediately upon its passage and signature by the Mayor.

PASSED: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor

Ref. ORD. 12-16
ORD. 45-14

INVOICE

Medina County Park District

6364 Deerview Lane * Medina, OH 44256
(330) 722-9364 * Fax: (330) 722-9366

December 14, 2015

To: City of Medina
132 North Elmwood
Medina, OH 44256

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/14/15	Lake Medina Trail Construction	\$40,547.14
Total Due:		\$40,547.14

Due and payable upon receipt

PLEASE MAKE CHECK PAYABLE TO MEDINA COUNTY PARK DISTRICT

ORDINANCE NO. 12-16

AN ORDINANCE AUTHORIZING AN EXPENDITURE OF \$40,547.14 TO THE MEDINA COUNTY PARK DISTRICT FOR THE CITY'S SHARE OF THE LAKE MEDINA TO REAGAN PARKWAY TRAIL CONNECTOR PROJECT.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

- SEC. 1:** That the expenditure of \$40,547.14 is hereby authorized to the Medina County Park District for the City's share of the Lake Medina to Reagan Parkway Trail Connector Project.
- SEC. 2:** That the funds to cover this expenditure are available in Account No. 301-0707-54411.
- SEC. 3:** That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.
- SEC. 4:** That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: January 25, 2016

SIGNED: John M. Coyne, III
President of Council

ATTEST: Kathy Patton
Clerk of Council

APPROVED: January 26, 2016

SIGNED: Dennis Hanwell
Mayor



City of Medina

132 North Elmwood Ave P.O. Box 703
Medina, OH 44258
PH: 330-725-8861
FAX: 330-722-9058

No. 2016000480

Show this Purchase Order Number
on all correspondence, Invoices,
shipping papers and packages.

DELIVER AND
SHIP TO
THIS DEPT.
PARKS DEPARTMENT
CITY OF MEDINA
132 NORTH ELMWOOD
MEDINA, OHIO 44256

NAME AND
ADDRESS
OF VENDOR
M00451
MEDINA COUNTY PARK DISTRICT
6364 DEERVIEW LANE
MEDINA OH 44256

PURCHASE ORDER DATE
01/25/16

TERMS:

1. City of Medina is exempt from excise or sales tax.
2. Purchase order number must appear on all Invoices, packages, packing slips, shipping papers and all other correspondence.
3. Delivery must be prepaid to destination shown above or billed to same.
4. No change may be made in this order without consent of the Director of Finance.

DO NOT DUPLICATE THIS ORDER

LINE NO	DESCRIPTION	ACCOUNT NUMBER	QUANTITY ORDERED	UNIT MEAS	UNIT PRICE	EXTENSION
001	CITY SHARE-TRAIL CONNECTR PROJ ORD 12-16, PASSED 1/25/16, EFFECTIVE 2/24/16	301-0707-54411	0		.00	40547.14
TOTAL AMOUNT NOT TO EXCEED						40547.14

Order is to be entered in accordance with prices, delivery and specifications shown above.

FEDERAL TAX ID:
34-6001856

THEN AND NOW CERTIFICATION

I hereby certify that the amount necessary to meet this obligation was then (at time of the order or contract) and is now lawfully appropriated for such purpose and was then and is now in the Treasury and free from previous encumbrances.

This amount has been lawfully appropriated for such purpose and is in the treasury or in process of collection.

SEND ALL INVOICES TO:
City of Medina
132 North Elmwood Ave
P.O. Box 703
Medina, OH 44258

Real N. Dink...
DIRECTOR OF FINANCE

AUTHORIZED SIGNATURE

ORDINANCE NO. 46-16

AN ORDINANCE OF THE COUNCIL OF THE CITY OF MEDINA, OHIO, CERTIFYING THAT WHEN A MUNICIPAL OBLIGATION WAS INCURRED SUMS WERE LAWFULLY APPROPRIATED IN THE FUNDS TO SATISFY THE OBLIGATION AND SUFFICIENT SUMS CURRENTLY EXIST TO SATISFY THIS OBLIGATION ACCORDING TO THE ATTACHED SHEET(S), AND DECLARING AN EMERGENCY.

WHEREAS: Certain certifications are necessary for the continued operations of Municipal Services; and

WHEREAS: This Ordinance will provide for the efficient and lawful certifications to provide Municipal Services as required by Ohio Revised Code Section 5705.41(D); and

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That the Finance Director is authorized to draw warrants for the payment of municipal expenses pursuant to the attached Exhibit "A" which is incorporated herein.

SEC. 2: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 3: That this Ordinance shall be considered an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason because of the immediate need for the authorization of expenditures, this Resolution shall be in full force and effect immediately upon its passage and signature by the Mayor.

PASSED: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor

INVOICE

Wintrow Construction Corporation
673 Norton Avenue
Barberton OH 44203-1725
330-753-2983

Invoice No: 23640R
Date: 2/11/2016
Due Date: 3/12/2016
Customer PO #
Job No: 4483

Bill To:
City of Medina, OH
132 North Elmwood Ave.
P.O.Box 703
Medina, OH 44256

Job Address:
AI Root Company
Medina, OH 44256

Accounts Receivable Email: Jennifer@WintrowConstruction.com

Terms: Net 30 Days

Description	Unit	Qty.	Unit Price	Extended Price
Work Performed 12/17/15 & 12/18/15				
Derallment repalrs behlnd AI Root Company	LS	1.00	10,805.00	10,805.00

SEE ATTACHED

Subtotal: \$	10,805.00
*Sales Tax (if applicable): \$	0.00
Invoice Amount: \$	10,805.00

Please reference Invoice number on check
*Enclose a tax exempt certificate if sales tax is deducted from remittance



City of Medina

132 North Elmwood Ave P.O. Box 703
Medina, OH 44258
PH: 330-725-8861
FAX: 330-722-9058

PURCHASE ORDER

No. 2016000786

Show this Purchase Order Number on all correspondence, invoices, shipping papers and packages.

DELIVER AND SHIP TO THIS DEPT.
ENG DEPT - PAT PATTON
CITY OF MEDINA
132 N ELMWOOD AVE
MEDINA OH 44256

NAME AND ADDRESS OF VENDOR
W00318
WINTROW CONSTRUCTION
673 NORTON AVE
BARBERTON OH 44203

PURCHASE ORDER DATE
02/22/16

TERMS:

1. City of Medina is exempt from excise or sales tax.
2. Purchase order number must appear on all invoices, packages, packing slips, shipping papers and all other correspondence.
3. Delivery must be prepaid to destination shown above or billed to same.
4. No change may be made in this order without consent of the Director of Finance.

DO NOT DUPLICATE THIS ORDER

LINE NO.	DESCRIPTION	ACCOUNT NUMBER	QUANTITY ORDERED	UNIT MEAS.	UNIT PRICE	EXTENSION
001	DERAILMENT REPAIRS BY AT ROOT BOC APPROVED 2/22/16	145-0630-52215	0		.00	10805.00
TOTAL AMOUNT NOT TO EXCEED						10805.00

Order is to be entered in accordance with prices, delivery and specifications shown above.

FEDERAL TAX ID:
34-6001856

THEN AND NOW CERTIFICATION

I hereby certify that the amount necessary to meet this obligation was then (at time of the order or contract) and is now lawfully appropriated for such purpose and was then and is now in the Treasury and free from previous encumbrances.

This amount has been lawfully appropriated for such purpose and is in the treasury or in process of collection.

SEND ALL INVOICES TO:
City of Medina
132 North Elmwood Ave
P.O. Box 703
Medina, OH 44258

Robert W. Dickson
DIRECTOR OF FINANCE

AUTHORIZED SIGNATURE

City of Medina

Board of Control/Finance Committee Approval

Administrative Code: 141

- Department Heads can authorize expenditures up to \$1,000.00 (requisition)
- Board of Control authorizes expenditures from \$1,000.01 to \$15,000.00 (BOC form).
- Finance Committee authorizes expenditures from \$15,000.01 to \$25,000.00 (BOC form).
- Council authorizes expenditures/bids over \$25,000.00 (RCA form). Board of Control awards all bids, unless otherwise specified in authorizing ordinance. (Ord. 101-05)

Date: 2/19/2016

Department: Airport RR
(railroad)

Amount: \$10,805.00

B.O.C. Number: W00318

2/22/16

Account Number: 145 0630 52215

766 Vendor: Wintrow Construction Co. Vendor# _____

Department head/Authorized signature 

Item/Description:

Derailment Repairs, south of SR 18 at AI Root, December 17-18, 2015

Then to Now:

Going to Finance 3/14

Council 3/28

FINANCE COMMITTEE APPROVAL: (expenditures from \$15,000.01 to \$25,000.00)

Date Approved/Denied by Finance Committee: _____

Date to Finance: _____

Clerk of council _____

Please have all BOC items for the agenda to the Mayor's Office before 5 p.m. on Friday before the scheduled BOC meeting.

Please have all Finance Committee items for the agenda to the Clerk of Council's Office before 5 p.m. on Tuesday before the scheduled Finance Committee meeting.

Thank you.

1/12/2012