

City of Medina

2014 Annual Report

Mayor Dennis Hanwell

Chief Patrick Berarducci, Police Department

Dawn Conwill, Administrative Office Manager

Jarrold Fry, General Manager Medina TV

Daniel Gladish, Building Official

Gregory Huber, Law Director

Jonathan Mendel, Community Development Director

Chief Robert Painter, Fire Department

Patrick Patton, Chief Engineer

Nino Piccoli, Service Director

Kimberly Rice, Economic Development Director

Jansen Wehrley, Parks and Recreation Director

Mike Wright, Medina Community Recreation Center Director



March 9, 2015

132 North Elmwood Ave.
P.O. Box 703
Medina, Ohio 44258-0703
Phone: 330-725-8861
Fax: 330-722-9045
www.medinaoh.org

Dear Medina City Council, Department Heads, and Media:

I am pleased to present you with the 2014 year-end report for the City of Medina. We perpetually strive to look for methods to improve the services to our constituents as well as ways to provide these services more efficiently and effectively. I am very pleased and proud of the ongoing efforts of our department heads, supervisors, and our staff as a whole. We promote a team philosophy and work diligently to instill the same in each staff member. This approach is serving the community very well. Recent water emergencies have helped to show the great teamwork and working for positive resolve in as short a period as possible.

We were blessed to have Governor John Kasich pick the City of Medina to present his State of the State on February 24, 2014 at our Performing Arts Center. This event was very well attended and brought statewide attention to our community. I have spoken with our local state legislative representatives, as well as other state officials, and the positive impression of the City of Medina was instilled in each member that attended. The community was found to be warm, welcoming, and progressive in operations. We made a lasting impression on each of these visitors.

We have done an excellent job of making the Public Square area a destination place for many visitors. The frequency of events sponsored by Main Street Medina, as well as others, and the size of the events is growing strongly. This was the impetus for our renovation of the Key Bank drive-thru to establish a restroom facility to handle such crowds and events adequately. This facility also serves as a good location to share the upcoming events with guests to our community. There have been many compliments and thanks for the city making this investment in our uptown. We were recently contacted by the City of Hudson requesting information on the facility with hopes of creating a similar facility in their community. Our Christmas lights, the Christmas parade, and the fireworks have made the celebration of holiday shopping season kickoff a great draw for our local businesses. The draw continued well into January as people came to enjoy the ambience of the historic downtown as well as our unique commercial establishments.

Preserving the Past. Forging the Future.

Our safety forces continue to work collaboratively to provide exceptional service to our community and save lives. During day time staffing our police, fire and Life Support Team all respond to medical emergencies. Our police staff have saved lives or in extreme cases prolonged life long enough to get the victims to a critical care hospital to give them a chance of survival. The Cleveland Clinic took notice of this with the rapid treatment of a young victim struck with a car on Public Square and a stabbing victim treated near the scene and successfully transported to Cleveland Metro Trauma hospital for emergency surgery. To see police officers video cams capturing the application of a tourniquet to control massive bleeding and/or the use of trauma gauze to stop bleeding from stab wounds were seen as best practices by the medical experts in the Cleveland Clinic organization. Our police staff have also been trained in Narcan treatment for those whose bodies are shutting down due to effects of heroin/opiate overdose. This treatment safely helps temporarily reverse opioid induced respiratory depression. With the victim not breathing adequately to oxygenate the blood, the heart many times will stop as well. This nasal treatment, at times coupled with CPR, help to revive and save the victims from death. We have had numerous applications of Narcan with our police and in nearly every case were able to revive the victim. We also instituted PROQA for police calls, like we had for LST the year before. This provides a standardized set questions for each dispatcher to ask in a particular order. It also determines the level of response based on answers to these questions. This has resulted in a significant reduction of both police and LST units responding with lights and sirens to calls. This is safer for staff and community as a whole.

We have seen many new businesses and industries locate, relocate, or expand in our community this year. Our Community Development Department works collaboratively with Main Street Medina and the Greater Medina Chamber to make their ceremonial opening special for them and helps promote them in our community. I repeatedly hear positive comments from business owners and contractors of the positive/pro-business model we have created with having our Building Department, Economic Development Department, and Planning and Zoning all at one counter. This has been very positive for the city and for those who use these services. This was supplemented in late 2014 with the city taking over the plumbing inspections in the city. We have set our contractor registrations lower than averages and have treated the plumbing inspections with positive business interactions to match our other activities in our Community Development Department. Kimberly Rice has also worked with Lafayette and Montville on JEDD related matters, and is currently working with ODOT on an origin and destination study which is the first step in looking at alternatives to congestion of traffic on and around our Public Square.

We have seen such great results with our Community Development Department consolidation, in early 2014 we merged our Parks, Cemetery, and Forestry staff under the direction and control of newly appointed Parks Director Jansen Wehrley. This is a very positive and proactive change in that we can share staff from each of these departments as staffing needs arise. It is a more effective and efficient method of using staff to their fullest potential. Our parks remain open year round and this is very appreciated by our parks users. This also fits well into our partnership with Medina Hospital, a Cleveland Clinic hospital, for Healthy Medina. It provides many the opportunity to walk, exercise and make positive strides (pun intended) in their own health goals. We were also successful in getting the participation in wellness initiatives negotiated into each of our Collective Bargaining Agreements, and passing on same requirements to our non-union staff. This was a significant achievement to help staff become as healthy as they can and also control our healthcare costs now and into the future. Our Medina Community Recreation Center is very well attended and remains a great collaborative effort between the city and the schools. Attendance was exceptional with 334k scanned members, 1240 youth registered for basketball season, 1900 seniors with Healthway's memberships for programs, and approximately 49k day pass entries.

Our Engineering Department and Service Department have worked well both replacing total roads, sections of roads, as well as maintaining existing roads to eliminate and mitigate hazards. This has been a very rough year with extreme colds and unusual snow accumulations that have persisted for many months. Our staff work diligently to clear the snow and treat the pavement during such snow events, as well as patch road defects when possible between snow events. Our Sanitation and Water crews have both had to work in the subzero conditions on numerous occasions this year. They are a positive example to all of us of commitment and dedication.

In closing, thank you for your ongoing support and service to the City of Medina. Council members, thank you for providing the necessary funding permitting us to provide these exception services to help enrich the quality of life for all. We look forward to continuing to work with you this year to make Medina the special place it is. Please review this digital copy of the year-end report at your convenience. Upon completion of your review, I or my staff will be happy to answer any specific questions that may arise.

Respectfully,



Dennis Hanwell, Mayor

TABLE OF CONTENTS

Community Development Department	
Building Department	Page 1
Economic Development	Page 2-7
Planning and Zoning	Page 8-11
Engineering	Page 12-14
Fire Department	Page 15-17
Law Department	Page 18
Medina TV	Page 19-20
Medina Community Recreation Center	Page 21-22
Parks and Recreation	
Cemetery	Page 23
Forestry	Page 24
Parks	Page 25-26
Police Department	Page 27-31
Service Department	
Sanitation	Page 32
Street Department	Page 33-35
Water Department	Page 36-42
Vehicle Maintenance	Page 43
Appendix A	
Appendix B	
Appendix C	
Appendix D	
Appendix E	
Appendix F	
Appendix G	

CITY OF MEDINA ANNUAL REPORT

Community Development

Community Development Mission Statement:

The City of Medina Community Development Department is dedicated to enhancing Medina's quality of life by using a responsive, innovative approach in partnership with our citizens toward the common goal of preserving the community's established values.

Building Department

Year	2014	2013	2012	2011	2010
Construction Permits Issued:	Bldg: 590 HVAC: 212 Electrical: 177 Plumbing: 7 Total: 986 0 New Residential	Bldg: 504 HVAC: 225 Electrical: 182 Total: 911 1 New Residential	Bldg: 598 HVAC: 202 Electrical: 191 Total: 991 2 New Residential	Bldg: 372 HVAC: 150 Electrical: 170 Total: 692 1 New Residential	Bldg: 290 HVAC: 192 Electrical: 183 Total: 665 1 New Residential
Estimated Value of Construction:	C: \$11,624,458 R: \$4,094,865 Total: \$15,719,323	C: \$14,989,029 R: \$4,738,314 Total: \$19,727,344	C: 29,735,890 R: \$5,208,734 Total: \$34,944,624	C: \$20,362,289 R: \$3,429,554 Total: \$ 23,791,843	C: \$6,068,165 R: \$1,071,625 Total: \$7,139,790
Number of Permits Issued:	244	127	166	133	136
Amount of Revenue Generated from Permits	C: \$119,849 R: \$45,711 Total: \$165,560	C: \$61,520 R: \$40,054 Total: \$101,574	C: \$85,201 R: \$45,448 Total: \$130,649	C: \$121,699 R: \$25,951 Total: \$147,650	C: \$65,230 R: \$26,521 Total: \$91,751
Amount of Revenue Generated from Contractor Registration	\$58,750	\$59,325	\$59,950	\$59,300	
Number of Contractor Registrations Issued	657	674	637	643	578
Number of Inspections:	3,120	2,490	2,939	1,135	1,555

ECONOMIC DEVELOPMENT

Workforce Development -The unemployment rate for Medina County started at 7.6% in January 2014 and ended at 5.5% by December 2014. The civilian labor force numbers started at 94,200 in January 2014 and ended at 94,000 in December 2014. Total number of unemployed workers in the county as of January 2014 was 7,200 and by December 2014 was down to 4,700.

Economic Development Intern – In 2014 we hired an intern to assist with several projects.

MCEDC Workforce & Education Committee

Manufacturing Road Show Summary: Ongoing support and outreach to companies to participate in the Medina County Manufacturing Road Show.

As MCEDC conducted business retention visits in early 2012, company executives repeatedly reported difficulty finding entry-level workforce. They cited issues with individuals not having basic skills, a strong work ethic, and the ability to pass a drug test as detrimental to their business. The Manufacturing Road Show program was developed as a long-term response to solve this problem. Allowing high school freshmen to tour a manufacturing facility gives them the opportunity to consider the variety of career paths available in the industry. Students were also given time to ask questions about the classes they needed to focus on in high school and possibly college in order to succeed in the industry.

On October 1, 2014, the Medina County Economic Development Corporation (MCEDC) coordinated the Manufacturing Road Show, and the City of Medina sponsored the event, which allowed approximately 600 10th grade Medina High School students to visit 19 manufacturing companies throughout the city and the county. The students were given the opportunity to interact and engage the leadership at each of these site visits.

Business Awards and Recognition – 2014

The City of Medina nominated Dr. Thomas Tulisak for the MCEDC's Corporate Citizen of the Year – Individual Award. *This award honors the individual who consistently goes well beyond the minimum expectation of community service. This award honors the individual who makes a difference and who demonstrates exceptional charitable involvement in his/her community or the county.* Dr. Tulisak was the recipient of this award.

April 2014 – Owens Corning receives the National Safety Council's top award, the Green Cross for Safety Medal.

CITY OF MEDINA ANNUAL REPORT

Business Attraction

Alien Vacation Mini Golf at Castle Noel – will open in 2015

Chill Ice Cream – will open in 2015

Dillard's Auto Works

Dorman Legacy Advisors

Greek Village Grille

H2 Huth & Harris Wine Merchants

Hair Classics Limited

Harbor Freight Tools

High Voltage Indoor Go Karting

Lager Heads Brewing Co. – will open in 2015

Minutemen Staffing

North Court Laundry

PJ Marley's

Tokyo Japanese Sushi & Hibachi

The Raspberry and The Rose, LLC

Something's Popping

Spitzer House Bed & Breakfast

Twisted Restaurant

123 Mattress LLC dba Burlington Mattress Co.

Green Spirt Farms of Ohio

Howden, NA

Just Mikes Jerky

Rod Iron Crew

CITY OF MEDINA ANNUAL REPORT

Strictly 7 Guitars, LLC

Wabash National Trailer Centers

UV Truck Sales

A Sneak Peak Going into 2015 - We have an Australian Company looking at purchasing a building in the industrial park.

Business Expansions – Highlights include:

Tru-Fit Products – Completed a 14,720 sq ft warehouse & renovation of facade

Discount Drug Mart –

- Acquired 1090 Enterprise Drive and expanded by adding a Specialty Pharmacy creating 26 new full time jobs.
- Expanded their HQ office via an acquisition of Hastings adding 25 full time jobs

Medina Hospital - Renovations of OR Surgical room; Kitchen; Wound Care Clinic; Pharmacy Clean Room; Café; 2nd and 3rd Floor Storage represented \$1.2MM in investment

Medina Plating – Acquired 910 Lake Rd. building and is investing in new machinery, equipment and renovations to expand their business. This project will create 20 new full time jobs.

26 New Businesses adding approximately 112 new employees; \$ 7,029,448.00 in new investment

19 Businesses that expanded adding approximately 111 new employees and \$16,692,967.58 in new investment

11 Businesses that renovated investing another \$3,618,700.00

\$27,341,115.58 Total in new investment in 2014

MCEDC Business Retention and Expansion Survey

In conjunction with MCEDC, we visited 21 City of Medina Companies – Most issues revolved around transportation, traffic congestion and workforce needs.

JEDD –The City of Medina has formed a JEDD with Lafayette Township. We are working with the Medina Country Club to be the first to join.

CITY OF MEDINA ANNUAL REPORT

International Economic Development Council

Did not attend any programs in 2014, but hope to in 2015.

Committees - 2014

City of Medina Economic Development Committee – continues to meet on a monthly basis.

- The Downtown Strategic Plan was completed in June 2014.
- The city did apply for a Downtown Revitalization Grant and was awarded the grant in the fall. The grant is \$300K and will assist property and business owners with façade renovations. The improvements submitted for grant match must address the national objective of eliminating slum & blight by addressing a substandard condition and/or improving the façade of the building.
- Job Creation Grant Program - One of the goals in 2014 was to look at the program to ensure that it reflects an incentive based on today's economy as well as have an updated application that is easy to understand and complete. The most significant changes in the revised program are reflected in the number of jobs and amount of payroll that would be created from an expansion or attraction project. This was accomplished in December.
- Sanitary Engineer's Change of Use – Several meetings were held with the County Sanitary Engineer, County Administrator, County Commissioners to discuss the practice of collecting a change of use fee, or what is referred to as a benefit fee. This fee is causing angst in the business community and is a detriment to economic development. We will continue to advocate for a change to this policy at the county level.
- ODOT Traffic Study - Funding was secured from Speaker Bill Batchelder for the ODOT traffic study. The study will look at congestion in and around the city of Medina and around the county. ODOT has hired Parsons and Brinckerhoff to perform the study. The Stakeholders meeting will take place spring 2015.
- February – 130th General Assembly along with Governor and Governor's cabinet visited Medina and the Governor gave his State of the State address at the Performing Arts Center. A tour of Owens Corning was given to members of the Governor's cabinet as well as a walking tour of the historic district. Additionally tours were given to state legislators and McJak Candy.
- Continued Phase I and Phase II environmental assessments using the US EPA Brownfield Coalition Grant and the request for the extension was granted for 9 months.

CITY OF MEDINA ANNUAL REPORT

Main Street Medina – Serving as Ex-Officio on the Board. Also, in 2014 took over as chairwoman of the MSM Business Development Committee. The City partnered with MSM on joint advertising in the Akron Life Magazine. Ads were placed in the May, August, November and December issues. The MSM Business Development Committee put together a Medina Visitors Guide for the Historic District. This guide highlights dining and shopping in the district, where to park and a calendar of upcoming events. It was distributed in time for the 30th Anniversary of Candlelight Walk. This guide has been extremely successful and has gotten positive feedback from the merchants and the public.

JEDD Board / Committee meeting on an as needed basis – see notes above

MCEDC – Workforce Development and Education Committee

MCEDC – Innovation Park Marketing Committee – met on a monthly basis, the following documents have been drafted and are in the process of being finalized: Master Plan, Park Covenants, Design Guidelines, and Owners Association

Medina Area Transportation Task Force – see notes below

Micro Enterprise Board – on an as needed basis – no activity this year

Electrical Aggregation Funds for Economic Development

Again, in 2014 The City of Medina used a portion of these funds to purchase holiday lighting to continue outlining the historic buildings and streetscape trees in the district as well as make electrical upgrades. This investment was made to increase attendance for the 30th Candlelight Walk event and make Medina a holiday destination.

Community Improvement Corporation

- **Medina City Development Corporation (CIC)** - received its 501c3 nonprofit status.

Medina Transportation Task Force Committee – The committee met twice this year. The committee is working on prioritizing projects for the upcoming year. The committee has agreed that an origin and destination study needs completed to look at traffic patterns in the county prior to an interchange justification study. The city has asked for and has received funding for those studies thru the state legislature

CITY OF MEDINA ANNUAL REPORT

Tax Incentives

CRA's issued:

Company Date Cert Investment Length

Discount Drug Mart	2/11/14	\$498,100 Investment	12 year exemption
Discount Drug Mart	8/7/14	\$990,000 Investment	12 year exemption
ENS Investments-McJak	1/21/14	\$500,000 Investment	15 year exemption
Carl & Connie Schoen	8/21/14	\$225,000 Investment	15 year exemption

Job Creation Grant Applications

Discount Drug Mart – Expansion to add Specialty Pharmacy Operation creating 26 new full time jobs and new payroll of \$1,535,016.00. This project represents a \$970K investment.

Discount Drug Mart – Expansion via an Acquisition of Hastings Professional Medical Equipment Company bringing 25 full time jobs to the city with new payroll of \$2.3MM. This project represents an investment of \$275K.

PLANNING AND ZONING

Development Review: The city development review bodies (Historic Preservation, Board of Zoning Appeals, and Planning Commission) are overseen by the Planning Department. These bodies are typically the first step in the development approval process for commercial and industrial development.

Total Board Cases			
Board	2014	2013	2012
Historic Preservation	22	17	13
Zoning Appeals	22	11	17
Planning Commission	31	35	50

Projects of note reviewed by the Boards are detailed under the Economic Development business Expansion section.

Zoning Enforcement Efforts

Signs Inspected	Property Maintenance/ Zoning Compliance Inspections	Fence Inspections
51	139	81

Grant Programs

USEPA Brownfield Grant

A USEPA Brownfield Assessment Grant of \$1million was awarded to the Medina Area Coalition in 2011 to complete environmental assessments on vacant and under-utilized commercial/industrial facilities. This is a significant development tool to aid the city in redevelopment of brownfield facilities. The City worked with the coalition (adjacent townships and Village of Chippewa Lake) and conducted phase 1 and 2 assessments at:

- Medina Chamber of Commerce – North Court Street – Completed with no further action letter

CITY OF MEDINA ANNUAL REPORT

- South of the Square Collision Center – North Court St – Completed with no further action letter
- Henry Furnace Facility – Bronson Street – 1st and 2nd Phase reviews completed and property reoccupied for commercial entertainment use
- Bennett Lumber Site - E Smith Road – Completed
- Farmers Exchange – S Court St – Completed
- Former Invacare Facility – Lake Road – Chippewa Lake – Completed
- Former Vertis Communications – E Smith Rd – Completed and property being reused/reoccupied for multi-tenant industrial uses
- Have 4-5 additional properties under review for eligibility

Significant value has been generated within the coalition using the grant dollars to offset costs for the various property owners. The use of the grant dollars will aid the redevelopment of the above properties for the region. The grant was to expire in September 2014, but through the great effort of staff, an extension was given to June 2015.

OEPA – 319 Program

The City of Medina was awarded the \$197,000 in grant funding in December 2013 to target restoration of over 2,000 linear feet of Champion Creek within the downtown district and it's intended to restore the stream to a natural state while providing significant community benefit by establishing a linear green space through the Champion Creek Development District.

In August 2014, the City hired a design-build team lead by T&M Associates as the subcontractor to execute the project. Actual work related to the project began in December 2014 with the clearing of invasive undergrowth throughout the project area. The subcontractor is currently working on designs for the active restoration construction work.

Zoning Code Update

Due to issues with legal notice in 2012, the Dept. brought the text changes and zoning map changes back to the Planning Commission for public hearing and review. The Planning Commission held public hearings in July and August 2013. At both meetings the Planning Commission recommended the changes to the Zoning Code and zoning map. Due to the departure of the former Community Development Director, City Council's review of the zoning updates and map amendments was delayed. With the arrival of the new Community Development Director this project has been restarted and will be before the City Council in early 2014.

CITY OF MEDINA ANNUAL REPORT

In March 2014, the revised code was brought back to the Planning Commission and recommended to the City Council for adoption. In June 2014, the City Council reviewed and approved the extensive updates to the Planning and Zoning which took effect in July 2014.

CDBG Program

In 2014, the City administered an Allocation Grant and applied for CHIP, Downtown Revitalization and Critical Infrastructure grants. The last three grants were awarded to the City in September 2014 and will be effective through 2016. The following outlines the status of the various grants:

FY13 Allocation Grant

Activity	Funding Amount	Status
Medina County Transit	\$11,200	Completed
Ray Mellert Park Security Cameras	\$26,350	Completed
Code Enforcement	\$26,316	Completed
Fair Housing Program	\$2,500	Completed
Administration of Grant	\$5,730	Completed

Through the FY13 grant, the city helped facilitate the transportation of approximately 1,500 elderly and disabled residents to and from their homes to enhance their quality of life.

Through the FY13 Allocation Grant the city installed 5 pieces of equipment, including two security cameras, at Ray Mellert Park to insure the safety of the residents and children that patronize the neighborhood park and splash pad.

Through the FY13 Allocation Grant, the city performed code enforcement inspections on 300+ homes in Ward 1 to insure the safety of the housing stock and residents in that area.

PY14 Community Housing Impact and Preservation Grant

The City of Medina applied for a Community Housing Impact and Preservation Grant (CHIP) in the spring of 2014 in Partnership with the Cities of Brunswick and Wadsworth. Each of the three cities will receive approximately \$400,000 in funding. The city was awarded the grant in the amount of \$1,200,000. This is a two year grant that runs from September 1, 2014 through December 31, 2016. The activities within the grant are as follows:

Activity	Funding Amount	Status
Private Rehabilitation	\$643,000	In progress

CITY OF MEDINA ANNUAL REPORT

Home/Building Repair	\$290,800	In progress
Rental Repair	\$25,700	In progress
Down Payment Assistance	\$75,000	In progress
Rental/Housing Assistance	\$21,500	In progress
Fair Housing Program	\$5,000	In progress
Administration of Grant	\$144,000	In progress

PY14 Critical Infrastructure Grant

The City of Medina applied for a Competitive Critical Infrastructure Grant in the amount of \$300,000 for the replacement of 800 lf of pavement on Foundry Street in Medina, Ohio. The city was awarded the grant which runs for two years beginning September 1, 2014 through December 31, 2016.

Activity	Funding Amount	Status
Foundry Street Improvement	\$300,000	In progress

PY14 Downtown Revitalization Grant

The City of Medina applied for a Competitive Downtown Revitalization Grant in the amount of \$300,000 in the spring of 2014 for the purpose of improving the facades and repairing code items on approximately 6 buildings in the Downtown Public Square area. The city was awarded the grant which runs for two years beginning September 1, 2014 through December 31, 2016.

Activity	Funding Amount	Status
Facade & Code Improvements	\$270,000	In progress
Administration of Grant	\$30,000	In progress

CITY OF MEDINA ANNUAL REPORT

ENGINEERING DEPARTMENT

1. Capital Improvement Construction Projects – 2014

Type of Project	Number of Projects Completed or started in 2014	Total Construction Cost	Comment
Street & Storm Water	12	\$4,121,423	Refer to Appendix A
Water System	5	\$839,412	Refer to Appendix B
Miscellaneous	6	\$923,518	Refer to Appendix C
TOTAL	23	\$5,884,353	

2. Summary of 2014 Capital Improvement Grants/Partnerships

Type of Project	# Projects Completed or started in 2014	Total Construction Cost	# Grant/Partnership Projects Completed or started in 2014	Total Value of Grants/Cost Share	Grants as a Percentage of Total Construction Cost
Street & Storm Water	12	\$4,121,423	3	\$1,547,076	37.5%
Water System	5	\$839,412	1	\$68,538	8.1%
Miscellaneous	6	\$923,518	4	\$388,622	42.1%
TOTAL	23	\$5,884,353	8	\$2,004,236	34.1%

CITY OF MEDINA ANNUAL REPORT

3. Capital Improvement Project Planning, Development, Engineering and Design – 2015/2016

	Number of active projects planned, developed and designed in 2014 for construction in 2015 or 2016:	Total (estimated) Construction Cost of projects in development for 2015/2016 construction
Street & Storm Water	15	\$8,521,974
Water System	6	\$1,592,615
Miscellaneous	4	\$983,030
TOTAL	25	\$11,097,619

4. Private Projects Site Plans

- Commercial site plans reviewed and approved: 5
- Residential site plans reviewed and approved: 1

5. Utility Locates (the engineering department researches and responds to storm sewer locate requests)

- Number of Ohio Utilities Protection Services Locate Requests: 2,993

6. Medina Railway

- 2014 Fund Revenue:
 - User Fees: \$ 54,279
 - 2014 City Contribution: \$ 10,000
 - Total 2014 Revenue: \$ 64,279
- 2014 Expenditures: \$ 25,837
- Year End Balance: \$423,910
- Number of maintenance and operational contracts awarded and managed: 3

Appendix A: 2014 Street & Storm Water Capital Improvements Projects

Appendix B: 2014 Water System Capital Improvements Projects

Appendix C: 2014 Miscellaneous Improvements Projects

FIRE DEPARTMENT

1. Overview: The Medina Fire Department provides fire, rescue and medical first responder service to the city and Montville Township. This is provided by a staff of 40 firefighters and officers. They respond out of 4 stations and staff 7 primary pieces of fire apparatus. The response district covers 32.3 Square miles, with a population of approximately 34,000 residents.

2. MFD calls by Incident Type 2014

	Medina City	Montville Twp.	Mutual Aid	Total 2014
Fires	43	12	0	83
Extrications	10	7	3	20
Leaks, Spills	41	7	1	49
Electrical Problems	28	5	0	33
Service calls, other	69	24	17	110
Good Intent calls	107	28	11	163
Alarm Drops	136	63	1	200
Citizen Complaints	11	4	0	15
EMS Assist	148	25	1	173
Lightning/storm	0	2	1	3
Total	593	194	34	821

3. Public Education Activities:

- Fire Extinguisher Training;	17 hours	445 citizens
- Safety Smoke House;	102 hours	562 Children
- F.D. History;	5 hours	166 citizens
- Miscellaneous P.R. Events;	101 hours	4448 citizens
- Station Tours;	57	

4. Fire Inspections: 904 Fire Inspections were performed

712 by full-time staff

192 by part-time staff

5. Training: The department participated in over 6,167 hours of training. Training was provided in the following key areas:

- a. weekly drills in house
- b. Officer development; in house and Akron U.

6. Key Expenditures

a.	Duty Staff	\$ 118,872.00
b.	Apparatus Maintenance	\$ 45,601.00
c.	Building Maintenance	\$ 31,178.00

-This included a kitchen remodel at station #1

-Started LED lighting conversion at station #1 and #3

- Updated training room which included updated audio-visual equipment

d. Apparatus purchases:

- 2014 Ford F-150 pickup which replaced a 1996 Dodge

- 2015 Ford Transit Van which replaced a 1995 Ford

- 2014 John Deere Gator, this unit is for events and off road rescue. This

Unit will be used by Fire and LST.

e. Miscellaneous Items

- Physical ability testing equipment was donated by RICO Corp (\$15,000)
- Special Extrication gloves issued to all personnel
- Overhaul of all four Severe Weather Sirens
- 7 new firefighters were hired

LAW DEPARTMENT

The Law Department prepared for trial (set up a file, reviewed report(s), authorized charges, subpoenaed witnesses, had pre-trials and /or met with officers and witnesses) for 1,681 cases. Our 2014 caseload was 6% increase over 2013 and 15% increase over 2012

186 cases were scheduled for jury trial. 179 cases resolved by change of plea. 7 cases went to jury trial with 2 guilty verdicts and 5 not guilty verdicts

1,420 cases were scheduled for bench trial. 1,320 cases were resolved by way of change of plea. 100 cases went to bench trial with 93 guilty verdicts and 7 not guilty verdicts

75 cases were either dismissed or sent to the pretrial diversion program

99% conviction rate

The Law Department declined to authorize charges after reviewing 105 incident reports, talking with officers and witnesses, and viewing video and audio

MEDINA TV

2014 was a very productive and busy year for the staff of MedinaTV. The year started with the planning and production of Governor Kasich's State of the State address in February. This was quite an undertaking as Jarrod Fry was the main point person for all conversations with the Governor's staff in regards to planning for the event. Jarrod and Ed Schmuhl both worked to make sure all of the needs were met logistically and from a technological standpoint for the event to run smoothly. We also setup a watch party for the residents of Medina to watch the event live in Medina High School Gymnasium. The event was also broadcast live on MedinaTV for residents to watch at home. The hard work of the staff of MedinaTV allowed Medina to shine on that night and the Governor's staff said it was the best facility and staff they have ever worked with and just raved about the City and its' wonderful people.

Another major project that MedinaTV worked closely with was the redesign of the City's website. The launch began in late January. Miles and Jarrod worked with Dawn Conwill and Darin Zaremba on collecting information and transferring it over to the new website and cleaning out some of the old information from the old website that was outdated. Miles and Jarrod then collected photographs for use on the new website background and images on various pages. They both divided up the work to train all staff on use of the website. So now each department has been trained to maintain each of their sections of the website. We still continue to help maintain the website and assist departments with technical questions regarding the City's website.

Miles Reed also took on the task of a total redesign of the Municipal Airport's website. His hard work has created a website that is another feather in the cap of the City of Medina. Everyone has nothing but great things to say about the airport, the website and the City. Miles also kept himself busy by assisting the City's law department with help in organizing and providing video support preparing cases in the City. Miles also took on a large role in developing a literacy initiative in the school district, by creating videos called Lit Flix that aired on MedinaTV and was emailed out to students and parents in the Medina City School district. Miles has also worked on numerous 3-D renderings for presentations by different departments that has saved the City the costs of having outside agencies do this work. He also continues to do speaking engagements throughout the City spreading the goodwill of the City and reflecting it in a positive light.

Jarrold has stayed busy working on upgrading everything to High Definition. That process began with the upgrades to the Performing Arts Center. High Definition cameras and a switcher were installed and first used for the Governor's State of the State address. Now any performance recorded in the Performing Arts Center will be in HD. Jarrod also assisted in redesigning Fire Station #1 conference room. There is now technology to allow the Fire Department to train staff using a smart board, DVD player, laptop and podium for presenters. Jarrod ordered and installed

CITY OF MEDINA ANNUAL REPORT

the equipment getting the best price possible and saving the cost of installation by doing it himself. Jarrod also handled the calendar for scheduling staff and personnel for coverage of over 500 programs between channels 36 and 37. All of these programs were then scheduled and programmed by Jarrod and were also sent to MedinaTV's website www.medinatv.org and to <https://www.youtube.com/user/cityofmedina>. Some of those shows include the Mayor's State of the City Address, Election coverage, Candidate's Forums, Joint City meetings, coverage of Medina athletics, and performing arts.

MedinaTV lost the efforts of Ed Schmuhl in June of 2014. He was a valuable piece of our workforce. He was also a joint employee shared with the school district. Efforts are being made to find a replacement but the process has been slowed for various reasons and has rolled over into 2015.

MedinaTV has also finished 2014 under budget for the fiscal year 2014. Projections for the next 5 years finds MedinaTV on budget which will allow us to continue our equipment upgrades to HD and replacing equipment that is ending its life cycle. We are always looking for ways to better serve the City and School district and look forward to doing that in 2015.

MEDINA COMMUNITY RECREATION CENTER

2014 Highlights

- Capital Improvement projects/purchases included:
 - Renewed finish on Waterslide in Leisure Pool
 - Repaired a broken filtration tank in pump room
 - Repaired parking lot asphalt
 - Purchased new floor scrubber for field house, split cost with Schools
 - Replaced dying trees in parking lot area
 - Repaired tile and broken Diamond Brite in Competition pool floor
 - Upgraded four cameras to IP High-Def.
- Purchased six new Star-Trac Elliptical' s for the fitness room
- Applied for State Grant for \$30,000 to install 9 more handicapped parking spaces in 2015
- Hosted the 10th Annual "Fireworks Festival" with live music and fair food serving over 5,000 community members.
- 5th year of the Medina Hospital Wellness Agreement & Partnership.
- Hosted the 4th annual "Halloween Harvest Festival" on the Square.
- Highest ever day pass sales in twelve year history.
- Highest ever revenues in Sports Programming.
- Exchange of Services agreements included:
 - Renewed partnership with The Post Newspapers to provide a trade of services agreement for yearlong advertising campaign in 2014 through 2015.
 - Renewed partnership with The Gazette Newspaper to provide a trade of services agreement for yearlong advertising campaign in 2014 through 2015.
 - Renewed partnership with The Women's Journal to provide a trade of services agreement for yearlong advertising campaign in 2014 through 2015.
 - Renewed partnership with ValPak to provide trade of services for 2014 - 2015.
- Outstanding growth of Healthways and Silver Sneakers programs bringing free memberships and programs to seniors and adults while creating higher revenues.
 - 2009 - 283 members
 - 2010 - 765 members
 - 2011 - 1,053 members (935 are Silver Sneakers, 118 are Prime Fitness)
 - 2012 - 1,206 members (1075 are Silver Sneakers, 131 are Prime Fitness)
 - 2013 - 1,524 members (1414 are Silver Sneakers, 110 are Prime Fitness)
 - 2014 - 1,797 members (1654 are Silver Sneakers, 143 are Prime Fitness)
- EHP for Medina Hospital/Cleveland Clinic:
 - 949 employees and their families joined the Medina Rec in 2014.
 - 378 non-EHP employees signed up for their corporate membership in 2014.

2015 Plans

- Introduce new Propel wellness tracking software as part of the Healthy Medina & Wellness partnership with the Cleveland Clinic/Medina Hospital, the City and Schools.
- Introducing Wellness Agreement Challenges from July 1st, 2015 – June 31st, 2016 funded with Wellness funds from the Medina Hospital/CCF.
- Summer basketball tournament at the newly refurbished basketball courts at Reagan Park and Ray Mellert Park.
- Promoting more hospital EHP/Non-EHP employees to the Medina Rec for the large variety of Health & Fitness amenities offered.
- Promoting more to Chamber members for Medina Rec discount through Corporate memberships

PARKS AND RECREATION

CEMETERY

Expense Topics to Note

- Purchased a new 52" zero-turn mower
- Replaced the chapel heater and circuit breaker box
- Purchased a goose deterrent system for the reflecting pond
- Purchased 2 memorial benches to replace the ones at the hard surface lake
- Contracted Gravestone Guardians to repair stones at the Old Town Cemetery
- Partnered with the Friends of the Cemetery and secured funding for the design and construction of a new maintenance garage and office building.

2014 Highlights

- Removed and replaced 14 trees in the cemetery with help from Friends of the Cemetery
- Added Turf Stone blocks around four service road corners to prevent ruts
- Straightened 30 small stones in Spring Grove Cemetery
- 76 Grave plots were sold and 7 lots bought back by the City
- The staff was responsible for 39 cremation burials, 44 full internment burials, and 3 baby burials
- A total of 50 monuments were poured. Of those, 23 were flush stones and 27 were upright monuments

2015 Plans

- Start construction on new office building and maintenance garage
- Continue Ash tree removal and replacement plans
- Continue the tree fertilization schedule
- Complete maintenance items identified in the master plan

FORESTRY

Expense Topics to Note

- Approximately \$48,000 was spent to replace trees from Emerald Ash Borer

2014 Highlights

- Pruned 1,203 street trees
- Removed 368 street trees that were dead, diseased, dying, or had extensive storm damage
- Planted 348 trees as street tree replacements, improvements at city parks, public properties, and Spring Grove Cemetery
- Watered approximately 200 trees between June and September
- Maintained the tree nursery
- Started section 5 of the pruning cycle
- Updated the tree inventory

Accomplishments and Awards

- Employees recertified for electrical hazards: Aerial rescue with a bucket truck and a climbing aerial rescue
- Obtained the necessary continuing education units to retain certifications, by attending industry trade shows and classes
- Over 300 volunteer/community service hours were worked within the department
- Fulfilled the requirements to receive the 33rd Tree City USA Award

2015 Plans

- Complete section 5 of the 5 year pruning cycle
- Remove and replace dead, diseased, and dying trees
- Continue replacing Ash trees damaged from Emerald Ash Borer
- Keep street tree inventory up to date

PARKS AND RECREATION

Expense Topics of Note

- New playground equipment and shade structures installed at Fred Greenwood Park
- Replaced fencing and backstops at Ray Mellert field #1 and Reagan field #5
- Purchased 2015 Ford pickup truck with liner, dumperdog truck insert, and a zero turn mower
- Repaired service drive and entrance to parking lot near field #1 at Reagan Park
- Landscape enhancements to entrance of Kuehn-Todd Conservation Area – nature trail, trees, benches, retaining wall
- New sound system installed in Uptown Park
- Purchased new grills and picnic table frames for various parks
- Camera system and lights installed at Ray Mellert Splash Pad using CDBG funds
- Reagan Parkway Trail extension to Lake Medina with Medina County Parks
- Signs, benches, and trash cans installed along Champion Creek Multipurpose Trail

2014 Highlights

- Installed disc golf baskets at Nichols Park for new 11-hole disc golf course
- New fence capping was installed at Reagan field #5
- Restrooms were opened in the concession stand during the Splash Pad season
- Purchased 2 new spider boxes with cord sets for Uptown Park
- Added Facebook link to the city website under Parks Department
- Painted pickle ball lines on the tennis court at Ken Cleveland
- New tennis court nets were donated and installed for Ken Cleveland tennis court
- Speed bumps were installed at Reagan Park
- Memorial bench and surface improvements at the Dog Park
- Installed new parking stops and restriped parking lot at Fred Greenwood Park
- Removed and replaced mulch at J.U.M.P. playground at Memorial Park
- Dedicated 4 open spaces as park land; Stanbery and Maxine Nichols Park, Kuehn-Todd Conservation Area, Sophia Victoria Trailhead, and Bicentennial Commons
- Started turf revitalization at Uptown Park
- Municipal pool inspection and analysis
- Planted 21 trees in various parks from the city's nursery
- Started basketball court renovations at Reagan Park
- A total of 4,209 participants were registered with sports associations for various sports
- Completed improvements at RC Raceway at Reagan Park
- Drainage improvements completed at Ray Mellert Park
- Approved Medina Soccer storage shed at Huffman
- Mountain bike trail enhancements completed

CITY OF MEDINA ANNUAL REPORT

2015 Plans

- Pavilion improvement and ceilings at Fred Greenwood Park and Huffman Park
- Infield improvements at Reagan Park baseball fields in partnership with Medina Youth Baseball
- Electric to be run to the pavilion and the MSA storage shed at Huffman Park
- Demolish the old pavilion at Sam Masi Park
- New trash containers purchased and located throughout city parks
- Reseal tennis and basketball courts at Sam Masi Park
- Improve bridge ramps at Sycamore Park
- Reseal and stripe parking lots at Ken Cleveland and Fred Greenwood
- New sign at entrance of Ken Cleveland Park
- Complete Trail from Sam Masi Park to Champion Creek Trail
- Install fountain and make enhancements to Bicentennial Commons
- New playground equipment at Jaycee Park
- New equipment to include a cab and plow for sidewalks, zero steer mower, flex wing mower, sod cutter and over seeder
- Install water fountain at Roscoe Ewing Park
- Install trail gates at entrance to mountain bike trails
- Build more park and player benches using composite lumber

POLICE DEPARTMENT

A MESSAGE FROM THE CHIEF – A CHANGING CULTURE

I am pleased to report to you that 2014 saw many significant and exciting changes to our department.

We have redefined our mission from that of solely being a guardian to now defining the role of each officer as also a caregiver for our citizens.

Each officer is now equipped with lifesaving trauma training and equipment; the training and ability to reverse heroin overdoses; the equipment and training to save people suffering from cardiac arrest and finally the skills to effectively cope with the mentally ill in our community. We have saved countless lives in 2014 as caregivers for our community.

We continued to cut costs using a team approach. We have reviewed and adjusted the composition of our workforce to align with future needs and funding. We continue to replace officers who have retired and are now back to 38 officers with 4 in various stages of field training.

Our manpower had fallen to a historic low of 31 officers, yet the demands for our services continued to escalate. To counter this we heavily invested in our workforce providing high quality professional training for our executive staff, officers and dispatchers. Growth and change have been ever present leading to exciting, new and efficient ways of running the department.

Our team has once again done an outstanding job of providing quality service to our citizens. We are very proud to report the department ended 2014 with a budget surplus while continuing to serve you, the community, with the same level of quality. We have demonstrated daily our commitment of respect and dignity for all our citizens and the high value we place on their health and safety.

Thank you for your continued support.

Sincerely,



Patrick J. Berarducci
chief of Police

CITY OF MEDINA ANNUAL REPORT

SECTION 1

POLICE OPERATIONS

Medina Police Performance Snapshot – 2014

The City of Medina is 12.5 square miles with a population of 26,200 residents and a population density of 2,540 per square mile. Because of a large amount of retail business, schools and light manufacturing, the city has a service population in excess of 50,000. MPD Officers patrol 190 curb lane miles in the city daily and below are some of the service they delivered to our residents:

50,076 calls for service (Medina, Montville and Medina Twp.)
27,641 calls for service (Medina only)
4,647 COP (Community Oriented Policing Details) (Medina only)
6,436 Traffic Stops (Medina only)
3,155 Traffic Citations (Medina only)
1,489 Suspicious Activities (Medina only)
953 Arrests Made (Medina only)
776 Crash Reports (including Private Property) (Medina only)
926 Alarm Drops (Medina only)

MPD is comprised of three divisions. The Patrol Division is responsible for the ongoing patrol enforcement operations and includes the sworn patrol officers. The second division is the Special Operations Division (SOD) which encompasses the general duty detectives, a narcotics detective, School Resource Officers and includes the Specials Unit, Records Department, and the Property/Evidence Department. The third division is the Communications Center and its team of certified Emergency Medical and Law Enforcement Dispatchers.

These divisions have been organized to balance the number of personnel and programs each division commander is responsible for supervising and has resulted in better communication within the divisions, as well as between the divisions.

The Patrol Division is comprised of 28 sworn officers, which patrol the road during 10 hour shifts 4 days a week. The Patrol Division also contains two part time civilian employees who operate the city truck scales. The division is supervised by a sergeant.

The Special Operations Division (SOD) is comprised of 9 sworn officers who are deployed as detectives, School Resource Officers (SRO), and a narcotics officer. They are supported by one full time Records Custodian and two part time records clerks in the Police Records Room. They are supplemented by 1 part-time officer, who is the evidence custodian. The Special Operations Division (SOD) is commanded by a sergeant.

The Communications Center includes 9 full-time dispatchers, each of which are nationally certified as Emergency Medical Dispatchers and Emergency Law Enforcement Dispatchers. The MPD Communications Center is the only center in Medina County with this level of certification. They service Medina, Medina Township, Montville Township for both fire and police as well as Medina General Hospital's Life Support Team. The Division is supervised by a police lieutenant, who is also a nationally certified Emergency Medical Dispatcher and Emergency Law Enforcement Dispatcher. He is also a nationally certified Emergency Medical Technician.

SECTION 2

2014 STATE OF THE DEPARTMENT

POLICE COMPUTER SYSTEMS

Both the Computer Aided Dispatch (CAD) and Records Management System (RMS) were replaced in 2012. This has provided a reduction in the significant costs attributable to the annual maintenance agreement and personnel costs of our old system while increasing our capabilities. The new system is maintained off site and the cost is included in our yearly license fee.

The new voice recording server unit was purchased at a cost of \$14,000 funded by the City Technology Fund. It provides the ability to monitor calls and email voice files from any workstation in the department and significantly upgrades dispatch oversight.

In 2014 we continued deploying our computer systems and work space with a simple goal: create better, more productive places to collaborate and work. Our work zones offers remote employees such as patrol officers and supervisors a professional space to get work done while reducing the total number of computers and furniture needed.

POLICE VEHICLES

In 2014, three new vehicles were received. The 2014 FORD POLICE INTERCEPTOR SUVs are rated 32% more fuel efficient over the existing fleet of Ford Crown Victoria currently in use.

We raised the mileage limit for front line patrol cars to 100,000 miles and a review of maintenance history before a replacement decision is made.

We have created a class of vehicle, "Limited Duty" for those vehicles over 100,000, but still of value to special event operations such as parades and races. The other two classes of vehicles are "Front Line Patrol" used by our Patrol Division for day to day operations and "Contract Vehicles" used for our School Resource Officers.

PRIMARY RADIO SYSTEM

The Medina Police Department is currently operating on a UHF radio system. The City of Medina is licensed by the Federal Communications Commission to operate on the assigned frequencies. The FCC license was renewed on November 6, 2007. The license expires on December 17, 2017.

The Federal Communications Commission (FCC) mandated that all Part 90 Business, Educational, Industrial, Public Safety, and State and Local Government VHF (150-174 MHz) and UHF (421-512 MHz) private PLMR (Private Land Mobile Radio) system licensees convert from what has been known as "wide-band" (25 KHz) operation to "narrow-band" (12.5 KHz or equivalent) operation by January 1, 2013.

Reprogramming costs for radios to "narrow-band" (12.5 KHz or equivalent) were minimal and covered with existing funding. All Medina Police radios are now "narrow banded" and in compliance with the FCC mandate.

In 2013 we overhauled the radio infrastructure to create redundancy in our system and provide for a second channel for details which minimizes the load on our primary police channel. We upgraded our equipment to include primary radio channels for Brunswick, Wadsworth, and the Sheriff's Department, our township partners as well as fire and LST.

As of this date, we are the only Communications Center in the county with these capabilities.

POLICE BUILDING

The current police facility was constructed in 1972, and while space in the building is now fully utilized, there are no current plans for construction.

In 2013, we renovated the department's electrical infrastructure following an audit conducted by an electrical engineer. Grounding issues as well as power distribution and quality were addressed and corrected.

In 2013 we also renovated the department's roll call room installing new cabinetry, shared computer towers, meeting table and flat screen monitor. We upgraded the electrical circuits and overhead lighting. The old "cubicles" used for workspace were removed and a more open design employed.

In 2015 we plan to renovate the men's and ladies' locker rooms.

CITY OF MEDINA ANNUAL REPORT

OVERSIGHT ACTIVITIES

In 2014 we completed the following oversight activities:

- We audit a sampling of our emergency medical calls and emergency law enforcement calls monthly for proper procedure and determination of the level of customer service. We audited the serviceability of all police ballistic vests for both sworn officers and special officers and replaced those older than 5 years (recommended effective life).
- We continue to use an electronic document management system to reduce costs and to comply with state records retention requirements.
- We have completed an inventory and preventive maintenance on our entire radio communications system to protect its operational integrity while identifying projected replacement time frames and related costs.
- We have a process for identifying and reviewing all department contracts and maintenance agreements and centralizing their review and management in the Office of the Chief of Police.
- We audited our Records Room files and destroyed obsolete records after receiving authorization from the Ohio Historical Society and the Medina Records Commission.
- We audited our Police Evidence Room and destroyed pieces of evidence and seized firearms no longer need as evidence. Destruction was pursuant to court orders from both the Municipal Court and the Common Pleas Court. Wadsworth Police audited our evidence room and found all items accounted for.
- All service weapons have been identified and are accounted for. We have centralized the inventory in one database maintained by the Sergeant/Firearms Instructor.
- All service weapons have been inspected and are functioning as intended. Manufacturer's recall was completed by department armorers.
- We have completed an inventory of all department radios and centralized the inventory in one database maintained by the Administrative Sergeant.

-END-

This concludes my 2014 Annual Report for the Medina Police Department.

Patrick J. Berarducci
Chief of Police

SERVICE DEPARTMENT

SANITATION

During the year 2014 the City of Medina Sanitation department deposited waste at three different locations. The Sanitation Department paid \$68,536.55 to the Strongsville Transfer Station for 135 loads of waste equaling 1193.77 tons. There were 3,409 loads (23,000.11 tons) hauled to the Medina County Central Processing Facility for a total cost of \$1,408,074.80. The department also paid \$12,650.00 to Zollinger Sand and Gravel for 84 loads (roll-offs) that were emptied at their Rittman location. The total cost for the year for waste disposal is \$ 1,499,785.15

The Sanitation Department registered 14 private haulers during the 2013-2014 year as required by ordinance to allow them to haul trash within the City limits of Medina.

During the 2014 year the Sanitation Department delivered 45 roll-off containers to residential and commercial accounts in the City of Medina for temporary use. The department delivered 35 roll-off containers to various locations in the surrounding 4 townships.

To date, the City maintains 24 permanent business roll-off containers with regularly scheduled pickups.

The city also provides smaller dumpsters for residential and commercial use for those who wish to clean out properties, remodel homes, offices and or businesses. During 2014 the City placed 129 various size (4cy, 6cy, 8cy) containers at residential and commercial locations in the throughout the city for temporary use.

The Sanitation Department provides 7,570 residents with weekly curbside pickup as well as 720 commercial units with the same. Commercial accounts include condominium complexes within the City in addition to the Brookdale Mobile Homes.

There are 394 businesses within the city and 4 businesses outside the city that use the Medina Sanitation Department for the weekly pickup of their dumpster (not roll-off).

The Sanitation Department also provides support to the Street Department during the yearly pickup of leaves and Christmas trees.

STREET DEPARTMENT

The City of Medina Street Department is responsible for the following:

Snow and Ice Control

Leaf pick-up

Street Cleaning

Street Maintenance and Repair

Asphalt patch repair

Sign Maintenance

Traffic signal maintenance and repair

Line striping

Storm sewer repair

Handles special assignments for other City departments, and other government agencies.

Some of the expense of these includes:

Snow and Ice Control:

Starting January 02, 2014, Street Department received 59 call outs for overtime to address snow, ice, flooding, etc.

The contractual obligation to purchase 80 % of our estimated salt use was met for the winter season of 2014/2015. (To include the schools use of the salt, for the season.) Which brought our quantity of salt purchased to 5,641 ton, at a cost of \$ 54.97 per ton.

Salt was treated with 3,000 gallons of liquid calcium chloride when the temperature dropped below 20 degrees.

Leaf Pick Up:

Our Leaf Program 2014 started October 20th and was completed December 16th. After numerous trips around the city, 1,041 tons of leaves were collected.

Street Cleaning:

CITY OF MEDINA ANNUAL REPORT

Our street sweepers made one complete pass through the City. In addition, the street sweeper was used for numerous sweeps for cleanup of spills, cleanup of the square for parades, etc. along with sweeping state routes and primary streets on a regular basis.

Street Maintenance and Repair:

Several minor street slab and sidewalk repairs were made totaling \$8,000. These repairs were made in conjunction with storm sewer repairs. We assisted the Water Department in the water main project on South Court, making storm sewer repairs and hauling stone and spoils to and from the jobsite.

Back fill seed and straw was completed for street and storm repairs, along with tree lawn repair.

Asphalt Patch Repair:

We placed 130.16 tons of cold patch for temporary repair of potholes and water main breaks. This quantity was greatly reduced due to the resurfacing of the state routes and our street reconstruction projects within the city.

Sign Maintenance:

The inventory of every sign in the city was completed this year. Street name signs were ordered and are now in stock. Replacement of street name signs thru out the city will commence in the spring

Traffic Signal Maintenance and Repair:

Minor repairs were completed

The city hired a contractor for traffic light maintenance and repairs just under \$15,000.00. This includes the annual maintenance and monitor testing we have done for each intersection.

Line Striping:

The city hired a contractor to paint long lines in Medina for a little over \$8,000.00

We spent another \$4,000.00 for paint and supplies for doing safety zones, handicap zones, railroad crossings, crosswalks, stop bars, arrows, and channel lines. This work was completed by city crews.

Storm Sewer Repair:

In addition to the basins repaired under Street Repair, we also used our equipment to open many ditches and clear headwalls for proper drain of storm water. Some storm systems were repaired /

CITY OF MEDINA ANNUAL REPORT

replaced to eliminate sink holes in resident's yards. Due to all of the rain, an increase amount of sink holes were reported and repaired.

The sewer jet truck and the sweepers were also used for storm drain cleaning. There are approximately 1,400 inlet catch basins and 689 man-holes that are checked and cleaned of leaves and debris.

A basin repair list will is compiled for repair later in the year.

CITY OF MEDINA ANNUAL REPORT

WATER DEPARTMENT

SERVICE DISCONNECTIONS DUE TO NON-PAY

Jan	17	(+ 2 insufficient funds)
Feb	28	(+ 1 ")
Mar	25	(+ 0 ")
Apr	22	(+ 0 ")
May	22	(+ 0 ")
June	18	(+ 1 ")
July	40	(+ 3 ")
Aug	34	(+ 0 ")
Sept	15	(+ 0 ")
Oct	25	(+ 3 ")
Nov	30	(+ 0 ")
Dec	27	(+ 2 ")
TOTAL	303	12

WATER METER CHANGES (includes complete meter changes + radio read meter repairs)

Residential / Commercial

Jan	86/5	July	47/5
Feb	62/2	Aug	41/0
Mar	104/5	Sept	42/5
Apr	44/4	Oct	80/8
May	44/4	Nov	90/10
June	38/4	Dec	53/0

TOTAL: 731 residential / 52 commercial

CITY OF MEDINA ANNUAL REPORT

WATER PERMITS

1 Water Service Connection by permit issued in 2014

(0 Commercial taps; 1 residential tap)

BACKFLOW PREVENTION TESTING

Total: 1,212 Testable Containment

Backflow Prevention Devices in system

1,037 Total # tested in calendar year 2014

*remainder awaits testing from annual inspection dates or were irrigation system backflow devices that did not get tested

MICROBIOLOGICAL CONTAMINANTS

Routine: 444

Special: 140

TOTAL 584

TTHM and HAAS

Stage 1 Compliance: 16 each

TOTAL 32

UCMR3

4 samples taken for EPA's Unregulated Contaminants Study

SPEITH ROAD ANNUAL PUMPAGE

1079.90 Million Gallons

HYDRANTS

Total Flushed: 1,244 of 1,431

Repaired: 15

Replaced: 1 H-124 on 4" main on N Elmwood shut off (leak in lateral)

CITY OF MEDINA ANNUAL REPORT

Installed new hydrant on 6" main on Bishop

Vacuumed: 47

Updated: 2 Replaced 2 107 tops with Centurion tops

WATER BREAKS

Total: 77

LOCATION	DATE	MATERIAL	SIZE OF MAIN/VALVE	AREA DISTURBED
Medina 240	Jan-14	C.I.	8	street/concrete
N Huntington @ 236 Bradway	Jan-14	C.I.	6	street/concrete
Medina S of Blake	Jan-14	C.I.	8	street/asphalt
Jackson @ N Broadway	Jan-14	C.I.	4	grass
N Harmony 316	Jan-14	C.I.	6	street/concrete
W Smith 407	Jan-14	C.I.	8	st/conc dr undermined
W Smith @ S Huntington	Jan-14	C.I.	repack 6" V	street/concrete
N Broadway 303-313	Jan-14	C.I.	4	street/concrete
E Friendship 209	Jan-14	C.I.	8	grass conc drive
Highland 415	Jan-14	C.I.	6	grass
Medina @ 525 W Liberty	Jan-14	C.I.	8	st & drive/concrete
Yorktown 25' S of Waterloo	Jan-14	C.I.	8	grass
Wadsworth 518	Jan-14	C.I.	4	street/asphalt
E Washington 328	Jan-14	C.I.	4	street/asphalt
S Prospect 427	Jan-14	C.I.	4	street/asphalt
N Elmwood 407	Jan-14	C.I.	4	street/concrete
Sycamore Tree	Jan-14	C.I.	6	grass
S Broadway 403-411	Jan-14	C.I.	4	street/asphalt
S Huntington 222	Feb-14	C.I.	8	street/concrete
S Elmwood @ Mill	Feb-14	C.I.	8	street/concrete
E Washington 957	Feb-14	C.I.	8	grass asphalt berm
E Smith 738	Feb-14	C.I.	6	grass
Gunnison 12	Feb-14	C.I.	4	grass
N Jefferson 603-605	Feb-14	C.I.	4	concrete apron/sidewalk
Circle 44	Feb-14	C.I.	6	grass

CITY OF MEDINA ANNUAL REPORT

E North 413	Feb-14	C.I.	4	street/concrete
W Homestead 110	Feb-14	C.I.	4	grass asphalt & curb
W Homestead 122	Feb-14	C.I.	4	grass
Baxter 432	Feb-14	C.I.	4	street/asphalt
N Court 765	Feb-14	C.I.	4	street/asphalt
Blanot 76	Mar-14	C.I.	8	street/concrete
Ivy Hill 175-225	Mar-14	C.I.	8	grass
Ridgeview 875	Mar-14	C.I.	8	grass
Circle @ 344 Lafayette	Mar-14	C.I.	6	grass & conc. Apron
Lafayette 481	Mar-14	C.I.	6	asphalt shoulder
Ridge @ N Harmony	Apr-14	C.I.	6	grass
Baxter @ Lafayette	May-14	C.I.	4" V replacement	street/concrete
Baxter @ Lafayette	May-14	C.I.	4	street/concrete
Lafayette @ S. Huntington	May-14	D.I.	8	grass
Lafayette @ S. Huntington	May-14	D.I.	8	grass
Circle @ 344 Lafayette	May-14	C.I.	6	apron/concrete
Circle @ 344 Lafayette	May-14	C.I.	6	street/concrete
Dover 1116	May-14	D.I.	8	grass
Dover 1116	May-14	D.I.	8	grass
Lafayette 249 southside	May-14	D.I.	8	grass
Woodland 517	May-14	C.I.	8	street/concrete
Jasper 225	May-14	D.I.	8	treelawn
Wadsworth 1180	Jun-14	D.I.	12	treelawn

CITY OF MEDINA ANNUAL REPORT

Ridgeview 110	Jun-14	C.I.	8	treelawn
W Liberty 942	Jun-14	C.I.	12	grass
Lafayette 315	Jun-14	D.I.	8	grass
Longview 389	Jun-14	C.I.	6	street/concrete
S Court 623	Jul-14	C.I.	4	street/asphalt
E Washington 815	Jul-14	C.I.	8	treelawn/sidewalk
Gunnison 13	Jul-14	C.I.	4	hit during project
Gunnison 13	Jul-14	C.I.	4	street/concrete
S Court @ Grant	Aug-14	C.I.	4	street/asphalt
S Court @ Ivy Hill	Aug-14	C.I.	4	street/asphalt
S Court @ Lafayette	Aug-14	D.I.	12	street/asphalt
Lafayette 337	Aug-14	C.I.	6 valve bonnet bolts	street/asphalt
E Smith 831	Aug-14	C.I.	6	treelawn
Essex 940 backyard	Sep-14	C.I.	8	grass
S Court 257	Sep-14	D.I.	12	street/asphalt
S Court 250	Sep-14	C.I.	3	street/asphalt
S Court 253	Sep-14	C.I.	6	street/asphalt
N State 80	Sep-14	C.I.	6	street/concrete
Weymouth 970	Sep-14	C.I.	10	berm/apron
Concord 1000	Oct-14	C.I.	8	treelawn
N Spring Grove 231	Oct-14	C.I.	8	treelawn
Northland by Burger King	Oct-14	D.I.	8	concrete street/apron, treelawn
Northland by Burger King	Oct-14	D.I.	8	concrete street/apron, treelawn
Sycamore Tree 340	Nov-14	C.I.	6	treelawn
Cedar 645	Nov-14	C.I.	6	street/concrete
E Washington @ Alber	Nov-14	C.I.	8	treelawn and berm
N State 310	Nov-14	C.I.	4	asphalt drive
E Homestead @ Jefferson	Dec-14	C.I.	4	concrete street
Longview 245	Dec-14	C.I.	6	treelawn

CITY OF MEDINA ANNUAL REPORT

BOIL ORDERS

Issued for water breaks necessitating testing

43 and 1 precautionary for 2014 Calendar Year

UTILITY LOCATES

Underground water line locate service/remarking requests

Total: 2993

Jan	224	July	539
Feb	134	Aug	204
Mar	187	Sept	201
Apr	322	Oct	217
May	242	Nov	165
June	344	Dec	214

WORK ORDERS (Finals/Restores) Totals: 775/133

(Finals: changes in billing service/ Restores: instituting billing service)

Jan	44/11	July	70/12
Feb	22/3	Aug	81/11
Mar	73/8	Sept	69/11
Apr	61/15	Oct	93/12
May	63/15	Nov	63/11
June	78/17	Dec	58/7

SERVICE AND CURB BOX REPAIR

Curb Box repairs:	28
Locate buried c/b's:	7
Replace curb boxes:	18

CITY OF MEDINA ANNUAL REPORT

Replace curb stops:	8
Replace line before stop:	8
Abandon old corp.:	4
Taps for City facilities:	1

VALVE AND VALVE BOX REPAIRS

Valve repairs:	8
Valve box repairs:	9
Valve replaced:	5

BUILDING AND EQUIPMENT MAINTENANCE

Fair Rd Pump Station upgrade (new pumps, valves, repaint piping)

Recoat interior of S Court Tank

Roof repair at Spieth Rd Station, paint prep on piping

Mowing at Pump stations, old plant, and E Reagan sound mounds

SOUTH COURT MAIN REPLACEMENT

New Taps:	17
Service Line Replacements	17
New Curb Boxes	13

VEHICLE MAINTENANCE

The responsibility of the Vehicle Maintenance Departments is to assess, evaluate, maintain and repair vehicles and equipment which are used to provide services to the City of Medina on a daily basis.

Vehicle Maintenance charges an hourly rate of \$65 for services and repairs performed at the maintenance facility. The department has not raised the hourly rate since the increase in January of 2014. Included in the hourly rate: all fluids and lubricants, hardware and shop supplies used to perform repairs and preventative maintenance.

The maintenance schedule for vehicles and equipment is compiled through review of the inspection reports and maintenance request forms which are completed by the operators and drivers in respective departments. By keeping track of hours and mileage of equipment and vehicles, departments are notified and maintenance is scheduled according to priority and availability:

Heavy Truck – every 300 hours

Auto and Light Truck – every 300 hours or 4,000 miles

Heavy Equipment – every 250 hours

Mowers and Utility – every 100 hours

Misc. Equipment – per manufacturer's specifications

Vehicle Maintenance performs emergency repairs as well as service calls to jobsites with the Service Truck equipped with a welder, generator, air compressor and tool assortment.

With the rising cost of new equipment and vehicles due to strict EPA exhaust regulations and other factors, proper maintenance and repair provided by the Vehicle Maintenance Department on the older, existing equipment is essential for longevity and cost savings.

Vehicle Maintenance keeps a stock of frequently used parts and re-stocks accordingly as parts are used. Having needed parts on hand, greatly enhances timely repairs on vehicles and equipment brought to the facility.

The goal of the Vehicle Maintenance Department is to provide each department prompt, timely, professional service to keep their equipment in safe, operable and dependable condition.

2014 YEAR END REPORT
ENGINEERING DEPARTMENT
MISC. CAPITAL IMPROVEMENTS

2014 Construction Projects		COSTS (actual)						
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	COMMENT
909	Lake Medina to Reagan Park Multi-Purpose Trail	138-10	\$0	\$160,289	\$160,289	\$110,731	\$49,558	Partnership with Medina County Parks; total project cost = \$1,139,200
946G	Pourouse Pavement for Tree Pits around Square	n/a	\$0	\$6,240	\$6,240	\$0	\$6,240	
953	W. Smith Road RR Crossing Upgrade - Surface Upgrades west of Lake	82-14	\$0	\$127,774	\$127,774	\$63,887	\$63,887	Partnership with W&LE Railway
956	State Road RR Crossing Upgrade - Surface Upgrades Double Tracks	72-13	\$0	\$150,362	\$150,362	\$75,181	\$75,181	Partnership with W&LE Railway
966	Medina Visitor's Center/Public Restroom	127-14	\$22,270	\$340,030	\$362,300	\$0	\$362,300	
982	S. Court St Rail Crossing Upgrade	n/a	\$0	\$138,823	\$138,823	\$138,823	\$0	Partnership with ODOT & ORDC
		TOTAL	\$22,270	\$923,518	\$945,788	\$388,622	\$557,166	

Design/Planning Efforts Completed in 2014 for 2015/16 Construction Projects		COSTS (Costs Estimated)						
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	COMMENT
947	Airport Determion Facility and Site Drainage	pending	\$20,000	\$40,000	\$60,000	\$0	\$60,000	Estimated Cost; FAA Grant
964	Cemetery Maintenance Building and Material Storage Area	13-15	\$20,250	\$599,050	\$619,300	\$0	\$619,300	Estimated Cost; partnership with Friends-of-the-Cemetery
971	State Road Railroad Crossing Gate and Flasher Installation	pending	\$4,000	\$231,705	\$235,705	\$200,000	\$35,705	Estimated Cost
977	Medina Railway 2014 Improvements	36-14	\$0	\$112,275	\$112,275	\$0	\$112,275	Actual Cost
		TOTAL	\$44,250	\$983,030	\$1,027,280	\$200,000	\$827,280	

2014 YEAR END REPORT
ENGINEERING DEPARTMENT
STREET STORM WATER CAPITAL IMPROVEMENTS

2014 Construction Projects		COSTS (actual)							
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	COMMENT	
862	US 42 & Ryan Road Intersection	94-13	\$28,800	\$380,153	\$408,953	\$127,000	\$281,953	OPWC Grant	
877	Highland Drive Reconstruction, Phase I	118-13	\$2,970	\$721,736	\$724,706	\$0	\$724,706		
938	Wildwood-Beachwood Drainage Improvements	29-14	\$23,690	\$449,290	\$472,980	\$0	\$472,980		
944	Gunnison Court Reconstruction	55-14	\$1,230	\$354,641	\$355,871	\$387,000	-\$31,129	OPWC Grant	
951A	2013 Residential Drainage Improvements - Lancaster	20-13	\$0	\$21,987	\$21,987	\$0	\$21,987		
952A	2013 Storm Sewer Upgrades - Cloverdale	170-13	\$0	\$71,327	\$71,327	\$0	\$71,327		
952B	2013 Storm Sewer Upgrades - Damon Drive	181-13	\$0	\$46,120	\$46,120	\$0	\$46,120		
963	ODOT - 2014 Urban Paving - US 42 & SR 3 MED 42-14.40 (PID 88675)	40-14	\$0	\$1,392,540	\$1,392,540	\$1,033,076	\$359,464	Partnership with ODOT	
972	2014 Concrete Street Repair Program	35-14	\$0	\$581,527	\$581,527	\$0	\$581,527		
973	2014 Concrete Pavement Joint Sealing	37-14	\$0	\$73,449	\$73,449	\$0	\$73,449		
974B	2014 Residential Drainage Program - Damon	121-14	\$0	\$4,750	\$4,750	\$0	\$4,750		
975	2014 ADA Curb Ramp Program	n/a	\$0	\$23,903	\$23,903	\$0	\$23,903		
	TOTAL	TOTAL	\$56,690	\$4,121,423	\$4,178,113	\$1,547,076	\$2,631,037		

2014 YEAR END REPORT
ENGINEERING DEPARTMENT
STREET STORM WATER CAPITAL IMPROVEMENTS

February, 2015
2 of 2

Design/Planning Efforts Completed in 2014 for 2015/16 Construction Projects			COSTS (Estimated Costs)						
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	COMMENT	
818	W. Smith Road Phase 2	pending	\$460,817	\$3,103,000	\$3,563,817	\$1,088,850	\$2,474,967	Estimated cost; OPWC grant and Federal set aside	
862	US 42 & Ryan Road Intersection	94-13	\$28,800	\$439,400	\$468,200	\$127,000	\$341,200	OPWC Grant; contract awarded, Spring, 2014 construction	
925	S. Elmwood Bridge Replacement	pending	\$62,174	\$569,000	\$631,174	\$368,000	\$263,174	OPWC Grant	
932	Spring Grove Bridge Replacement	pending	\$50,000	\$300,000	\$350,000	\$0	\$350,000		
940	Lake Road Reconstruction, Ph. 2 (W. Smith Road to Lafayette)	88-14	\$123,747	\$2,025,909	\$2,149,656	\$0	\$2,149,656	Actual cost; construction start Jan 2015	
962	Ryan Road Reconstruction	pending	\$0	\$988,685	\$988,685	\$566,920	\$421,765	Estimated cost; OPWC grant & loan	
970	Annual Concrete Sidewalk Repair Program	pending	\$0	\$20,000	\$20,000	\$0	\$20,000	Estimated Cost	
974A	2014 Residential Drainage Program - Ridgeview	121-14	\$0	\$7,500	\$7,500	\$0	\$7,500	Estimated Cost	
974C	2014 Residential Drainage Program -Wren Way	121-14	\$0	\$7,500	\$7,500	\$0	\$7,500	Estimated Cost	
974D	2014 Residential Drainage Program -E. Friendship	121-14	\$0	\$7,500	\$7,500	\$0	\$7,500	Estimated Cost	
974E	2014 Residential Drainage Program -Eastgate	121-14	\$0	\$14,980	\$14,980	\$0	\$14,980	Actual cost	
979	Guilford Blvd Bridge Reconstruction	pending	\$75,400	\$577,500	\$652,900	\$0	\$652,900	Estimated Cost	
980	Wadsworth Rd Drainage Improvement	158-14	\$4,850	\$146,000	\$150,850	\$0	\$150,850	Estimated Cost	
983	Gates Mills Stream Stabilization	n/a	\$0	\$15,000	\$15,000	\$0	\$15,000	Estimated Cost	
984	N. Harmony Bridge Reconstruction	n/a	\$0	\$300,000	\$300,000	\$300,000	\$0	Estimated Cost; ODOT Bridge Program	
		TOTAL	\$805,788	\$8,521,974	\$9,327,762	\$2,450,770	\$6,876,992		

2014 YEAR END REPORT
ENGINEERING DEPARTMENT
WATER CAPITAL IMPROVEMENTS

February, 2015
1 of 1

2014 Construction Projects		COSTS (actual)						COMMENT
PROJ. #	PROJECT	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	
877	Highland Drive Reconstruction, Phase I	118-13	\$625	\$156,612	\$157,237	\$0	\$157,237	
910	Fair Rd Booster Pump Station Upgrade	100-13	\$24,900	\$223,115	\$248,015	\$0	\$248,015	
913	S. Court Elevated Tank Interior Coating	101-13	\$19,000	\$132,568	\$151,568	\$0	\$151,568	
944	Gunnison Court Reconstruction	55-14	\$225	\$79,470	\$79,695	\$68,538	\$11,157 OPWC Grant	
963a	S. Court Emergency Water Line Replacement	175-14	\$0	\$247,647	\$247,647	\$0	\$247,647	
	TOTAL		\$44,750	\$839,412	\$884,162	\$68,538	\$815,624	

Design/Planning Efforts Completed in 2014 for 2015/16 Construction Projects		COSTS (Costs Estimated)						COMMENT
PROJ. #	PROJECT	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	
695 A8	Emergency Water Line Connection to Medina County	pending	\$0	\$45,000	\$45,000	\$0	\$45,000 Estimated cost	
818	W. Smith Road, Ph. 2	pending	\$75,491	\$508,330	\$583,821	\$57,150	\$526,671 Estimated cost; OPWC grant	
940	Lake Road Reconstruction, Ph. 2 (W. Smith Road to Lafayette)	88-14	\$25,923	\$436,656	\$462,579	\$0	Actual cost; construction commenced Jan 2015	
955	Wadsworth Road WL Replacement, Ph. 1	59-14	\$3,675	\$210,169	\$213,844	\$213,844	OPWC Loan; actual cost; construction commenced Dec 2014	
962	Ryan Road Reconstruction	pending	\$9,070	\$260,060	\$269,130	\$269,130	\$0 OPWC Grant & Loan; estimated cost	
978	N. Huntington Rd. Reconstruction, Ph. 2	pending	\$7,950	\$132,400	\$140,350	\$103,859	\$36,491 OPWC Grant; estimated cost	
	TOTAL		\$122,109	\$1,592,615	\$1,714,724	\$643,983	\$1,070,741	