

**CITY OF MEDINA
AGENDA FOR COUNCIL MEETING**

November 22, 2021
Medina City Hall
7:30 p.m.

Call to Order.

Roll Call.

Reading of minutes. (November 8, 2021)

Reports of standing committees.

Requests for council action.

Reports of municipal officers.

Notices, communications and petitions.

Unfinished business.

Ord. 179-21

An Ordinance amending and replacing Chapter 145 of the codified ordinances of the City of Medina, Ohio relative to the Historic Preservation Board.

(Second Reading)

Introduction of visitors.

(speakers limited to 5 min.)

Introduction and consideration of ordinances and resolutions.

Motion to suspend the Rules requiring three readings on the following ordinances and resolutions: Res. 189-21, Ord. 190-21, Ord. 191-21, Ord. 192-21, Res. 193-21, Ord. 194-21, Ord. 195-21, Ord. 196-21, Ord. 197-21, Ord. 198-21, Ord. 199-21, Ord. 200-21

Res. 189-21

A Resolution amending Resolution 46-21, passed March 22, 2021 for grant assistance through the PY2020 Targets of Opportunity Cares Act (CDBG-CV) Grant being administered by the Ohio Regional Development Corporation (ORDC).

(emergency clause requested)

Ord. 190-21

An Ordinance authorizing the Mayor to enter into the Second Amendment to Emergency Medical Services Agreement between Medina Hospital, the City of Medina, Medina Township and Montville Township.

Ord. 191-21

An Ordinance authorizing the payment of \$30,000.00 to Main Street Medina for the City's 2022 Membership Renewal.

Ord. 192-21

An Ordinance authorizing the expenditure to NuStep, LLC for the purchase of three (3) NuStep T6 PRO Recumbent Cross Trainers for the Medina Community Recreation Center.

Res. 193-21

A Resolution supporting the Miracle League of Northeast Ohio Field Expansion Project at Sam Masi Park.

Ord. 194-21

An Ordinance authorizing the expenditure to Mason Custom Builders in conjunction with the Phase II City Hall HVAC Project.

Ord. 195-21

An Ordinance authorizing the Mayor to enter into a contract with Medical Mutual of Ohio for Health Care Insurance for the employees of the City of Medina.

Ord. 196-21

An Ordinance amending Sections 31.02 (B)(8) and 31.05 of the Salaries and Benefits Code of the City of Medina, Ohio relative to the Sanitation Department.

Ord. 197-21

An Ordinance amending Section 943.09 of the codified ordinances of the City of Medina, Ohio relative to the Special Lot Endowment Fund for the Spring Grove Cemetery.

Ord. 198-21

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.

(emergency clause requested)

Ord. 199-21

An Ordinance amending Ordinance No. 217-20, passed December 14, 2020. (Amendments to 2021 Budget)

Ord. 200-21

An Ordinance amending Section 31.13 – Section 2 (D) of the Salaries and Benefits Code of the City of Medina, Ohio relative to Vacation Period.

(emergency clause requested)

Council comments.

Adjournment.

MEDINA CITY COUNCIL
Monday, November 8, 2021

Call to Order:

Medina City Council met in regular session on Monday, November 8, 2021 at Medina City Hall. The meeting was called to order at 7:30 p.m. by Council President John Coyne III who led in the Pledge of Allegiance.

Roll Call:

The roll was called with the following members of Council present P. Rose, J. Shields, D. Simpson, J. Coyne, J. Hazeltine, E. Heffinger, and B. Lamb.

Also present were the following members of the Administration: Mayor Dennis Hanwell, Greg Huber, Keith Dirham, Nino Piccoli, Patrick Patton, Police Chief Kinney, Fire Chief Walters, and Jansen Wehrley.

Minutes:

Mr. Shields moved that the minutes from the regular meeting on Monday, October 25, 2021, as prepared and submitted by the Clerk be approved, seconded by Mr. Simpson. The roll was called and the motion passed by the ye a votes of J. Shields, D. Simpson, J. Coyne, J. Hazeltine, E. Heffinger, B. Lamb, and P. Rose.

Reports of Standing Committees:

Finance Committee: Mr. Coyne stated the Finance Committee met prior to this evening's Council meeting and will meet again in two weeks. One meeting left for the remainder of the year.

Health, Safety & Sanitation Committee: Mr. Simpson had no report.

Public Properties Committee: Mr. Shields stated the next meeting is Tuesday, November 23rd at 5 p.m. here at City Hall. They will be discussing the Medina Metropolitan Housing proposal for the Bennet Lumber Property.

Special Legislation Committee: Mr. Lamb stated there is another reading on the agenda tonight for the changes to the Historic Preservation Board with regard to demolition. He announced he will soon schedule a meeting for the deer legislation.

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

Water & Utilities Committee: Mrs. Hazeltine had no report.

Emerging Technologies Committee: Mr. Rose stated they reviewed a software package for the Boards and Commissions to be used by the Clerk of Council and some other departments.

Requests for Council Action:

Finance Committee

21-210-11/8 – Budget Amendments

21-211-11/8 – Amend Res. No. 46-21 – Grant Application Targets of Opportunity (CDBG-CV)

21-212-11/8 – Discussion – Electric Aggregation Program (Community Energy Advisors)

21-213-11/8 – Second Amendment to EMS Agreement w/ Medina Hospital

21-214-11/8 – 2022 Membership Renewal to Main Street Medina

- 21-215-11/8 – Amend S&B Code 31.05 – Sanitation Dept., Motor Equipment Operators
- 21-216-11/8 – Purchase Fitness Equipment – MCRC – American Rescue Plan Funds (ARP)
- 21-217-11/8 – Purchase ADA Swim Lifts – MCRC – ARP Funds
- 21-218-11/8 – Purchase NuStep Trainers – MCRC – ARP Funds
- 21-219-11/8 – Field Expansion Project – Miracle League – Parks Dept.
- 21-220-11/8 – Expenditure – Mason Custom Builders – Service Dept. – ARP Funds
- 21-221-11/8 – Amend Code 943.09 – Special Lot Endowment Fund
- 21-222-11/8 – 2022 Health Insurance Renewal – Medical Mutual
- 21-223-11/8 – Repay Fund Advances
- 21-224-11/8 – Rollover Outstanding Fund Advances
- 21-225-11/8 – Fund Advance Request

Reports of Municipal Officers:

Dennis Hanwell, Mayor

- A. Congratulations to Council At-Large Paul Rose and Councilwoman Jess Hazeltine for their re-elections to current seats, as well as Finance Director Keith Dirham. Also, congratulations to Regi Haire on her election to the Ward 3 Council seat.
- B. Sign cleanup – asked candidates to clean up/remove signs please
- C. He stated he is thankful to the community for his election to an unprecedented fourth term as Mayor for our fine city. I have been truly honored and blessed to serve our city for the past 38 years and now for another four years. Thankful for the positive working relationship with Council and for our outstanding staff who work hard day in and day out serving our constituents.
- D. Veteran’s Day- Medina City Hall will be closed on Thursday Nov. 11 for the Veteran’s Day holiday. Thank you to all our Veterans and those military members currently serving.
- E. Candlelight Walk activities - Tree and downtown lighting Friday, November 11th – 19th at 7 p.m. on Public Square; Saturday, the 20th parade starts at 5:30 p.m. from Medina HS to Square to deliver Santa & Mrs. Claus to Square. Fireworks will be presented following the parade, approx. 6:50 p.m.
- F. Congratulations - Nino and Jen Piccoli- November 7th was their 29th year anniversary.

Keith Dirham, Finance Director, congratulated Councilman Rose, Councilwoman Jessica Hazeltine, Mayor Hanwell and soon to be back on Council Regi Haire for their re-elections. Thankful for the voters that came out and voted and kept his position as it is.

Greg Huber, Law Department, had no report.

Chief Kinney, Police Department, had no report.

Chief Walters, Fire Department, had no report.

Kimberly Marshall, Economic Development Director, was absent.

Jansen Wehrley, Parks and Recreation Director, had no report.

Dan Gladish, Building Official, not present – attending training class.

Nino Piccoli, Service Director, stated they have two trucks out for leaf pickups. Shifts are 10 to 12 hours a day, six days a week. Will possibly start the third truck next week.

Patrick Patton, City Engineer, The City Hall Parking Deck Detention Basin and Storm Sewer project is completed. The parking lot is now open. Patrick thanked Nino Piccoli and the Street Department for their help.

Andrew Dutton, Planning Community Development Director, added if you have not already taken the Comprehensive Plan Survey please go to: www.medinacompplan2021.wordpress.com we would love to hear your input.

Notices, communications and petitions:

Liquor Permit:

Mr. Shields moved not to object to the stock transfer of a C1 and C2 permit to Speedway LLC dba Speedway 1168, 900 N. Court Street, Medina, seconded by Mr. Simpson. The roll was called and motion passed by the yea votes of D. Simpson, J. Coyne, J. Hazeltine, E. Heffinger, B. Lamb, P. Rose, and J. Shields.

Liquor Permit:

Mr. Shields moved not to object to a new C2 permit to Rivalry Brews LLC, dba Rivalry Brews, 1st. Floor, 124 Lafayette Rd. #101, Medina, seconded by Mr. Simpson. The roll was called and motion passed by the yea votes of J. Coyne, J. Hazeltine, E. Heffinger, B. Lamb, P. Rose, J. Shields, and D. Simpson.

Unfinished Business:

There was none.

Introduction of Visitors:

There were none.

Introduction and Consideration of Ordinances and Resolutions:

Mr. Shields moved to suspend the rules requiring three readings on the following ordinances and resolutions with the exception of Ord. 179-21, seconded by Mr. Simpson. Ord. 180-21, Ord. 181-21, Ord. 182-21, Ord. 183-21, Ord. 184-21, Ord. 185-21, Ord. 186-21, Ord. 187-21, and Ord. 188-21. The roll was called and the motion passed with the yea votes of J. Hazeltine, E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, and J. Coyne.

Ord. 179-21:

An Ordinance amending and replacing Chapter 145 of the codified ordinances of the City of Medina, Ohio relative to the Historic Preservation Board. Mr. Shields moved for the adoption

of Ordinance/Resolution No. 179-21, seconded by Mr. Simpson. Mr. Coyne stated this is the first reading. Mr. Lamb stated this came from Special Legislation Committee and approved unanimously. We cleaned up the language in the existing ordinance making it more specific to what would be required of the board and what the board needed to base its decisions on relative to whether a building should or should not be demolished. The roll was called and Ordinance/Resolution No. 179-21 passed by the yea votes of E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, J. Coyne, and J. Hazeltine.

Ord. 180-21:

An Ordinance adopting a Cyber Security Incident Response Policy for the City of Medina.

Mr. Shields moved for the adoption of Ordinance/Resolution No. 180-21, seconded by Mr. Simpson. Mr. Rose stated this came out of Emerging Technologies and removes an audit exposure that was presented to us as a result of 2020 audit. It adds responsibilities for the IT Staff and what they need to do should we have a cyber security issue also adding responsibilities to the employees to help reduce the chances of some sort of cyber security incident. The roll was called and Ordinance/Resolution No. 180-21 passed by the yea votes of E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, J. Coyne, and J. Hazeltine.

Ord. 181-21:

An Ordinance amending Section 943.11 of the codified ordinances of the City of Medina, Ohio relative to the Schedule of Charges and Fees for Spring Grove Cemetery and repealing Ordinance No. 58-18, passed March 26, 2018.

Mr. Shields moved for the adoption of Ordinance/Resolution No. 181-21, seconded by Mr. Simpson. Mr. Wehrley stated that the Cemetery Commission and the cemetery sexton reviewed our charges and fees have not increased since 2012. Increased fees will take effect January 1st, 2022. The roll was called and Ordinance/Resolution No. 181-21 passed by the yea votes of B. Lamb, P. Rose, J. Shields, D. Simpson, J. Coyne, J. Hazeltine, and E. Heffinger.

Ord. 182-21:

An Ordinance authorizing the Finance Director to repay the following fund advances. Mr. Shields moved for the adoption of Ordinance/Resolution No. 182-21, seconded by Mr. Simpson. Mr. Dirham stated advances are a loan from one fund to another. We have three ordinances dealing with advances tonight on the agenda. These are for advances being repaid, being rolled over and then for new advances. The roll was called and Ordinance/Resolution No. 182-21 passed by the yea votes of P. Rose, J. Shields, D. Simpson, J. Coyne, J. Hazeltine, E. Heffinger, and B. Lamb.

Ord. 183-21:

An Ordinance authorizing the expenditure to Main Street Lighting for costs related to repairs and replacement of street luminaries within the Historic District. Mr. Shields moved for the adoption of Ordinance/Resolution No. 183-21, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 183-21, seconded by Mr. Simpson. Mr. Piccoli stated they secured the State Capital Grant and with that the historical lights. Emergency clause is needed due to it taking a while to manufacture these lights. Total cost is \$113,000.00 reimbursable with 50% from grant, funds are in the street lighting account. The roll was called on adding the emergency clause and was approved by the yea votes of J. Shields, D.

Simpson, J. Coyne, J. Hazeltine, E. Heffinger, B. Lamb, and P. Rose. The roll was called and Ordinance/Resolution No. 183-21 passed by the yea votes of D. Simpson, J. Coyne, J. Hazeltine, E. Heffinger, B. Lamb, P. Rose, and J. Shields.

Ord. 184-21:

An Ordinance authorizing the purchase of ten (10) MX Performance Plus Matrix Treadmills from Matrix Fitness for the Medina Community Recreation Center. Mr. Shields moved for the adoption of Ordinance/Resolution No. 184-21, seconded by Mr. Simpson. Jansen states this purchase is using Carryforward funds from the Recreation Center. These will be replacing the original ones that have been at the facility since 2002. This is through a State contract and we are requesting trade-in value at \$4,800 for the eight units. This will be pending the Law Directors final approval of the contract. The roll was called and Ordinance/Resolution No. 184-21 passed pending Law Directors approval and by the yea votes of J. Coyne, J. Hazeltine, E. Heffinger, B. Lamb, P. Rose, J. Shields, and D. Simpson.

Ord. 185-21:

An Ordinance authorizing the purchase of one (1) 2022 Ford F-250 Super Duty Truck from National Auto Fleet Group for the Parks Department. Mr. Shields moved for the adoption of Ordinance/Resolution No. 185-21, seconded by Mr. Simpson. Mr. Shields moved that the emergency clause be added to Ordinance/Resolution No. 185-21, seconded by Mr. Simpson. Mr. Wehrley stated this vehicle will be replacing a 2005 Ford F-350. Emergency clause is requested due to order cut off for model year 2022 chassis is November 12th. The roll was called on adding the emergency clause and was approved by the yea votes of J. Hazeltine, E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, and J. Coyne. The roll was called and Ordinance/Resolution No. 185-21 passed by the yea votes of J. Hazeltine, E. Heffinger, B. Lamb, P. Rose, J. Shields, D. Simpson, and J. Coyne.

Ord. 186-21:

An Ordinance amending Ordinance No. 217-20, passed December 14, 2020. (Amendments to 2021 Budget) Mr. Shields moved for the adoption of Ordinance/Resolution No. 186-21, seconded by Mr. Simpson. The roll was called and Ordinance/Resolution No. 186-21 passed by the yea votes of B. Lamb, P. Rose, J. Shields, D. Simpson, J. Coyne, J. Hazeltine, and E. Heffinger.

Ord. 187-21:

And Ordinance authorizing the Finance Director to rollover certain outstanding advances. Mr. Shields moved for the adoption of Ordinance/Resolution No. 187-21, seconded by Mr. Simpson. The roll was called and Ordinance/Resolution No. 187-21 passed by the yea votes of P. Rose, J. Shields, D. Simpson, J. Coyne, J. Hazeltine, E. Heffinger, and B. Lamb.

Ord. 188-21:

An Ordinance authorizing the Finance Director to make certain fund advances. Mr. Shields moved for the adoption of Ordinance/Resolution No. 188-21, seconded by Mr. Simpson. The roll was called and Ordinance/Resolution No. 188-21 passed by the yea votes of J. Shields, D. Simpson, J. Coyne, J. Hazeltine, E. Heffinger, B. Lamb, and P. Rose.

Medina City Council
November 8, 2021

Council Comments:

Mr. Coyne stated they will have their final budget meeting on November 18 at 4:45 p.m., to discuss the allocation of the income tax and also discuss the final 5-year plan and the 2022 plan. John congratulated all that were re-elected to Council, the Mayor and the Finance Director. Regi Haire is our new addition to Council for Ward 3.

Mr. Simpson echoed John on the re-elected and newcomer Regi.

Mrs. Hazeltine congratulated all the winners in our local election. She gave praise to Matt Weiderhold, he does a fantastic job!

Mr. Lamb echoed the sentiment to the election winners. The health and vitality of our community really depends and relies on public participation. If you ran for one of these seats and you didn't win you still need to be congratulated and given a pat on the back because this isn't about a contest about you personally, it is a fact that you put yourself out there and you want to help the community and we need that public participation.

Mr. Rose extended his congratulations to the election winners. He said he is thankful to the voters that gave him a fourth term here, it is quite an honor and he couldn't have done it without the help of his wife and family and the support of all six of council people here including the Mayor and Finance Director. Unfortunately, less than 20% of the registered voters in the City of Medina went and voted.

Thursday is Veteran's Day and our veterans have put themselves out there sacrificing everyday out on the line. When you see a veteran thank them, buy them a coffee or a meal.

There being no further business, the meeting adjourned at 8:01 p.m.

Kathy Patton, Clerk of Council

John M. Coyne, President of Council

ORDINANCE NO. 179-21

AN ORDINANCE AMENDING AND REPLACING CHAPTER 145 OF THE CODIFIED ORDINANCES OF THE CITY OF MEDINA, OHIO RELATIVE TO THE HISTORIC PRESERVATION BOARD.

WHEREAS: That Chapter 145 of the codified ordinances of the City of Medina, Ohio relative to the Historic Preservation Board currently reads as set forth in Exhibit A, attached hereto and incorporated herein; and

WHEREAS: The proposed amendments to Chapter 145 were reviewed and approved by both the Special Legislation Committee on October 14, 2021 and the Finance Committee on October 25, 2021.

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

SEC. 1: That Chapter 145 of the codified ordinances of the City of Medina, Ohio relative to the Historic Preservation Board is hereby amended and replaced in its entirety with the document marked Exhibit B, attached hereto and 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 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 –

CHAPTER 145

OLD
ORD 179.21
Exh. A

Historic Preservation Board

- 145.01 Establishment.
- 145.02 Purpose.
- 145.03 Board membership.
- 145.04 Responsibility of the Board.
- 145.05 Historic Districts and landmarks.
- 145.06 Rules and procedures.
- 145.07 Design guidelines/demolition criteria.
- 145.08 Designation criteria for Historic Districts or landmarks.
- 145.09 Designation procedures for Historic Districts or landmarks.
- 145.10 Severability.
- 145.11 Wayfinding Event Cabinets.

APPENDIX A: Procedural Manual for Historic Preservation Board.

- CHAPTER I INTRODUCTION AND ORGANIZATION
- CHAPTER II CERTIFICATE OF APPROPRIATENESS
- CHAPTER III CONDITIONAL SIGN PERMIT

CROSS REFERENCES

Authority to establish - see CHTR. Art. V, Sec. 1

145.01 ESTABLISHMENT.

In recognition of the need for the establishment of a public body with authority to act upon changes to buildings and structures in the Historic Districts, and in other parts of the City as established by Council, and in order to encourage changes that are compatible with the restoration movement now in progress, the Historic Preservation Board, hereinafter referred to as the Board, is hereby established.
(Ord. 75-07. Passed 5-14-07.)

145.02 PURPOSE.

Council, being mindful of the proud history of this community and of the importance of beauty in the everyday lives of Medina residents, hereby declares as a matter of public policy that the preservation, restoration, rehabilitation and overall aesthetic improvement of this community are matters of public necessity involving the health, safety, welfare, and prosperity of the people. The purpose of this chapter is to:

- (a) Promote the use and preservation of historic buildings, structures and sites which reflect the cultural, social, economic or architectural heritage of this Municipality for the education and general welfare of the residents of the Municipality;
- (b) Consider and take cognizance of the development of adjacent, contiguous and neighboring buildings and properties for the purpose of achieving safe, harmonious and integrated development of related properties;
- (c) Protect and enhance the attractiveness of the area as it relates to residents, tourists and visitors, serving as a support and stimulant to business, and thereby strengthen the economy for the Municipality and its residents;
- (d) Strive to achieve compatibility of any and all new construction with any and all modifications of existing structures with the historic architectural character of the Municipality;
- (e) Preserve and enhance civic pride of the residents in the beauty of the Municipality and in the notable accomplishments of the past.

(Ord. 75-07. Passed 5-14-07.)

145.03 BOARD MEMBERSHIP.

The Historic Preservation Board shall consist of five members who shall demonstrate a special interest, knowledge, or training in preservation, architecture, history, planning, conservation, landscape architecture, archeology, urban design or closely related field as follows:

- (a) Two (minimum) preservation related professional or academic members to the extent that they are available;
- (b) Two property or business owners from within the district;
- (c) One resident of the City.

Members shall be residents of the City of Medina; professional or academic members may include non-residents if no qualified residents are available. Members shall be appointed by the Mayor and approved by Council and shall serve for four-year terms. Members shall elect a Chair and Vice Chair, each to serve a one-year term. A staff member or designee of the Planning Department shall act as the Board Secretary.
(Ord. 75-07. Passed 5-14-07.)

145.04 RESPONSIBILITY OF THE BOARD.

The Historic Preservation Board, in conjunction with City Planning staff, shall make recommendations to Council regarding design guidelines, rules, and procedures for use in reviewing applications.
(Ord. 75-07. Passed 5-14-07.)

145.05 HISTORIC DISTRICTS AND LANDMARKS.

The Historic Preservation Board will review and act on all proposed changes to the exterior architectural appearance and demolition of all buildings or structures in any Historic District in the City of Medina, any Historic Landmarks, and any areas as established by Council.

- (a) Public Square bounded by Smith Road, Jefferson Street, Friendship Street and Elmwood Avenue is hereafter called the Public Square Historic District.
 - (b) Refer to Section 145.08 and 145.09 for designation of districts and landmarks.
- (Ord. 75-07. Passed 5-14-07.)

145.06 RULES AND PROCEDURES.

(a) Preface. The purpose of the City of Medina's Historic Preservation Board is to maintain the architectural integrity of the City's Historic Districts and Historic Landmarks by:

- (1) Encouraging the preservation and rehabilitation of existing buildings or structures;
- (2) Influencing any changes made to them so their inherent character continues to flourish;
- (3) Encouraging the continuous success of the Historic Landmarks and Historic Districts by averting demolition by neglect and purposeful demolition without just cause.

The Board will not establish any single style of architectural features as being preferable but will view all architectural proposals as part of the whole design of the building or structure within the context of the Historic District. The Board will work with property owners to ensure that Medina retains its unique character. Refer to Section 145.07, Appendix A, and *The City of Medina Guidelines for Historic Properties and Districts* for criteria and procedures.

(b) Definitions. The following definitions shall apply to the provisions of the Historic Preservation Board Rules, Procedures, Design Guidelines, and Demolition Criteria:

- (1) "Alter" or "alteration" means any change in the external architectural features of any building or structure.
- (2) "Board" means the Historic Preservation Board established under Chapter 145 of the Codified Ordinances of the City of Medina, Ohio.
- (3) "Certificate of Appropriateness" means a certificate issued by the City to authorize any new construction, demolition, or exterior alteration to any building or structure.
- (4) "Demolition" means the complete razing or removal of any structure or portion of a structure.
- (5) "Guidelines" means the supplemental information in *The City of Medina Design Guidelines for Historic Properties and Districts* (current issue.)
- (6) "Historic District" means a grouping of structures as determined by the Board and approved by Council as an historically or architecturally significant group and located within the limits of the City of Medina. Buildings or structures within this group may or may not be individually so designated. Listings of said structures will be kept for public record by the City Council and available through the Planning Department.
- (7) "Historic Landmark" means any individual building or structure determined by the Board and approved by Council as historically or architecturally significant and located within the limits of the City of Medina. Listings of said structures will be kept for public record by the City Council and available through the Planning Department.

- (8) "National Register of Historic Places" is the national listing of significant buildings, structures, or districts. Listings must have architectural, archeological, or historical significance. Owners of local historic landmarks shall be encouraged to seek listing on the National Register of Historic Places.
- (9) "Maintenance" - general maintenance information is provided in *The City of Medina Guidelines for Historic Properties and Districts* and specific City requirements are in the City of Medina Property Maintenance Code.
- (10) "Member" means any person serving on the Historic Preservation Board.
- (11) "Planning Director" means the person holding the position of Director of Planning and Community Development of the City of Medina.

(Ord. 75-07. Passed 5-14-07.)

(c) General Provisions. The rules of the Board and its procedures are governed by the Codified Ordinances of the City of Medina and its Charter. The rules and procedures to process applications for Certificates of Appropriateness are the following:

- (1) Exclusions. Nothing in these Rules, Procedures, or Guidelines shall be construed to prevent the ordinary maintenance or repair of any building or structure within the Historic District, provided such work involves no alteration to exterior architectural features.
- (2) Geographic area. The geographic area within which a Certificate of Appropriateness is required includes any Historic District or Historic Landmark in the City of Medina and as described in this Chapter 145 .
- (3) When a Certificate of Appropriateness is required. A Certificate of Appropriateness is required for exterior alterations or additions to the exterior of any building or structure that is designated as an Historic Landmark or is located within an Historic District for the construction of a new building or structure within an Historic District, or for the demolition of an existing building or structure within an Historic District.
- (4) Amendments to a Certificate of Appropriateness. At any time prior to completion of work under the Certificate of Appropriateness, an applicant may apply for an amendment to the Certificate. An applicant must apply for an amendment if the design for which the Certificate was issued is altered.
- (5) Expiration. Once a Certificate of Appropriateness has been granted, all other permits must be obtained and construction commenced within one year unless the applicant applies for and receives an extension.

(Ord. 75-07. Passed 5-14-07.)

(d) Application Procedures.

- (1) Submission requirements. In order for an application to be reviewed and approved, the applicant shall submit drawings, photographs, specifications, and material samples as required by the Procedures delineated in the Appendix Chapter II "Certificate of Appropriateness." An application along with supporting documents shall be filed with the Secretary as outlined. Submission shall accurately represent the proposed alterations or additions and new construction. The Secretary will schedule the applicant's submission for consideration at the next Historic Preservation Board meeting and forward the submission copies to all Members. Each application shall be accompanied by the payment of the fee established in Chapter 1108 of the Planning and Zoning Code.
- (2) Informal review. Applicant is encouraged to review the Medina Design Guidelines (current edition) to be familiar with design review for historic buildings and structures. Applicant is encouraged to discuss a project and Certificate of Appropriateness with the Planning Director. The Planning Director may provide a list of sources from which applicant may seek guidance prior to formal submission to the Historic Preservation Board. Likewise, an Applicant may request an informal review with the Board prior to formal submission.
- (3) Review process. The Applicant shall attend the scheduled Board meeting to present the proposed project and to be given the opportunity to respond to any questions from Members. The Board will then act upon the submission as prescribed herein:
 - A. The Applicant shall briefly present the proposed project describing the objectives and demonstrating good design principals for historic properties. Guidelines may be used to illustrate

Applicant's effort.

- B. Planning Director shall make recommendations to the Board, providing support for said recommendations.
- C. Chair of the Board shall invite statements from other City Officials and from the public.
- D. The Board shall discuss the proposed project as it meets the criteria outlined in the Guidelines and is specifically appropriate for the subject building or structure and the City of Medina. The Board shall either approve or disapprove the project unless the Applicant requests a time extension in order to modify the application. If the application is approved, a Certificate of Appropriateness will be issued. If the application is denied, the Applicant may modify the documents and re-submit, may appeal the decision (see below), or may wait one year to resubmit an unmodified request for further consideration.

(e) Penalty.

- (1) Violation, order. If it is found that any of the provisions of this chapter are being violated, all work shall cease upon notification, and no work shall be performed except to correct the violation. All violations shall be corrected within ten (10) days or within an approved extended period from the Planning Director. Any violations not corrected within the specified time may be prosecuted.
- (2) Failure to comply. Whoever constructs, reconstructs or alters any exterior architectural feature or demolishes all or part of any building or structure within an Historic District or any Historic Landmark without a Certificate of Appropriateness from the Historic Preservation Board shall be fined not more than one hundred dollars (\$100.00) per offense. Each day of violation shall be considered a separate offense. Whoever violates this section shall be required to restore and reconstruct such features in full detail. Restoration or reconstruction shall be in addition to any criminal penalty and not in lieu thereof.
- (3) Failure to perform. Whoever receives a Certificate of Appropriateness from the Historic Preservation Board and constructs, reconstructs, or alters any exterior architectural feature other than in accordance with the requirements of the Certificate, shall be fined not more than one hundred dollars (\$100.00) per offense. Each day of violation shall be considered a separate offense. Whoever violates this section shall be required to make all changes and additions needed to comply with the Certificate. Changes and additions shall be in addition to any criminal penalty and not in lieu thereof.

(f) Appeals. Any Applicant aggrieved by the enforcement of these Rules, Procedures and Design Guidelines may appeal to the Board of Zoning Appeals within fourteen days of notification in writing of the decision of the Planning Director or Historic Preservation Board. (Ord. 75-07. Passed 5-14-07.)

145.07 DESIGN GUIDELINES/DEMOLITION CRITERIA.

(Refer also to *The City of Medina Guidelines for Historic Properties and Districts.*)

Preface. The purpose of this chapter and of *The City of Medina Guidelines for Historic Properties and Districts* is to preserve the architectural history and integrity of existing buildings or structures and to ensure the procedures and materials used are compatible with the existing building or structure and help to ensure its preservation into the future. These Guidelines are meant to give architects and Owners design direction consistent with Chapter 145 of the Codified Ordinances of the City of Medina. In principle, the Board adopts the United States of America, Secretary of the Interior's Standards for Rehabilitation.

- (a) Preservation/rehabilitation/renovation. With respect to preservation/rehabilitation/renovation generally it is the interest of the Board that buildings within the Historic District be preserved, thus maintaining the character of the Historic District. Consistent with the U.S. Secretary of the Interior, Standards for the Treatment of Historic Properties, the intent of these Guidelines is to preserve and restore the features which establish a building's architectural character while making alterations and renovations necessary for the efficient and contemporary use of the building.

The rehabilitation process assumes that some alterations may be necessary to meet the needs of the building Owner and the health, safety, and welfare of the building occupants. Such alterations should be done so as not to destroy the materials and features which help to define a building's historic, cultural and/or architectural character. The historic materials, features and/or

craftsmanship are important in defining the building character and should be retained, protected, and repaired when possible.

When the preservation of architectural features is not possible, alterations should be done in a manner respectful of the existing character, but done in a manner that is representative of architectural design and construction of contemporary times.

- (b) Additions/new construction. With respect to additions/new construction to existing buildings and all new buildings or structures within Historic Districts, it is generally the interest of the Board that such additions/new construction shall be designed to enhance the character of the Historic District. Consistent with the preface of this Chapter, new buildings and additions should be representative of architectural design and construction of contemporary times.

Additions to existing buildings in the Historic District should be designed so as not to detract from the original character of the building. Whenever possible, additions should be located away from the primary or street face of the building. The addition should be designed so as not to destroy existing architectural features, such that the addition can be removed and the building restored to its original condition.

New buildings in the Historic District shall be designed to be compatible with other structures in the Historic District while still reflecting work of contemporary times. Proximity of existing buildings to the new building will affect the latitude in design constraints. An infill design should be more consistent with adjoining buildings than a freestanding structure.

- (c) Demolition. With respect to demolition, it is the interest of the Board that Landmark Buildings and buildings within Historic Districts be preserved and renovated for economically productive uses. The Board encourages the saving and adaptive re-use of buildings significant to the character of the Historic Districts and the history of the City. Consistent with this intent, the Board also realizes the Historic District is not a static environment, but an ever changing and developing entity. Applications for demolition shall be reviewed based on the overall impact the demolition will have on adjacent Historic Landmarks, Historic Districts, and the community.

In reviewing an application, the Board will also consider the impact of the proposed use of the site on the Historic District. Demolition of existing buildings which are not a significant loss to the Historic District to allow for the construction of new development which enhances the Historic District may be acceptable.

(Ord. 75-07. Passed 5-14-07.)

145.08 DESIGNATION CRITERIA FOR HISTORIC DISTRICTS OR LANDMARKS.

In considering the designation of any place, building, structure, work of art, or similar object in the City as an Historic District or Landmark, the Historic Preservation Board shall apply the following criteria with respect to such property:

- (a) Its character, interest or value shall be part of the development, heritage or cultural characteristics of the City, State or the United States;
- (b) Its location shall be a site of a significant historical event;
- (c) Its identification shall be with a person who significantly contributed to the culture and development of the City;
- (d) Its exemplification shall be of the cultural, economic, social or historic heritage of the City;
- (e) Its portrayal shall be of the environment of a group of people in an era of history characterized by a distinctive architectural style;
- (f) Its embodiment shall be of elements or architectural design, detail, materials or craftsmanship which represents architecture of significant character, charm, or grandeur;
- (g) Its relationship shall be to other distinctive areas which are eligible for preservation or conservation;
- (h) Its unique location or singular physical characteristics shall be representative of an established and familiar visual feature of a neighborhood or of the City.

(Ord. 75-07. Passed 5-14-07.)

145.09 DESIGNATION PROCEDURES FOR HISTORIC DISTRICTS OR LANDMARKS.

- (a) A property (building, structure, place, or object) may be nominated as an Historic Landmark or a group of properties may be nominated as an Historic District by an individual, group, or by the Historic Preservation

Board. For individual buildings, the property owner shall approve the nomination. For a district, dissention by property owners shall be less than 25%. Each owner of private property in a district has one vote regardless of how many properties or what part of one property that party owns and regardless of whether the property contributes to the significance of the district.

(b) When a proposal to establish an Historic District or to designate an individual property or site as a Landmark for protection is received by or initiated by the Historic Preservation Board, the owner or owners of included properties shall be notified.

(c) The Historic Preservation Board shall consider the proposal in terms of the criteria provided in Section 145.08. Properties shall be documented to meet at least one of the criteria listed. The Board shall make a recommendation to City Council.

(d) City Council shall give due consideration to the findings and recommendations of the Historic Preservation Board in making its determination with respect to the proposed designation of place, building, structure, or object as an Historic District or Landmark.

(Ord. 75-07. Passed 5-14-07.)

145.10 SEVERABILITY.

If a court of competent jurisdiction shall adjudge any provision of this chapter invalid or unenforceable, then the remaining provisions of this chapter shall not be affected thereby and shall be valid and enforceable to the fullest extent permitted by law.

(Ord. 75-07. Passed 5-14-07.)

145.11 WAYFINDING EVENT CABINETS.

The purpose of the City of Medina Wayfinding Event Cabinets is to promote downtown events and festivals. The postings are intended for viewing by pedestrians in the immediate vicinity of the kiosks.

(a) The event cabinets will be used for the posting of events and festivals open to the general public occurring within the nine block Historic District.

(b) The City of Medina will maintain a general calendar of events within a portion of the cabinet throughout the year.

(c) Event postings are limited to a two week period prior to the scheduled event and shall be removed within 48 hours of the close of the event.

(d) The Mayor or designee and Main Street Medina Executive Director or designee are the only representatives permitted to access and update the event posting cabinets.

(e) Requested postings shall be submitted to the City of Medina for placement in the cabinets by City staff or Main Street Medina.

(f) All postings shall be graphically printed in a professional manner subject to the approval of the Planning and Community Development Director.

(Ord. 117-10. Passed 7-12-10.)

APPENDIX A

Procedural Manual For Historic Preservation Board

Chapter I Introduction and Organization

Chapter II Certificate of Appropriateness

Chapter III Conditional Sign Permit

CHAPTER I

INTRODUCTION AND ORGANIZATION

1. INTRODUCTION.

This Procedural Manual is a public document and is adopted by the Historic Preservation Board of Medina, Ohio to describe its organization and the procedures which govern its activities. The Manual, together with the Design Guidelines and Rules and Procedures for use in reviewing applications found in Chapter 145 of the Codified Ordinances of the City of Medina, its Charter and the laws of the State of Ohio, shall be the official policies of the Board. (Ord. 75-07. Passed 5-14-07.)

2. ORGANIZATION.

The organization, terms of office and vacancies of the Board are established in accordance with Chapter 145 of the Codified Ordinances of the City of Medina.

3. ORGANIZATIONAL MEETING OF THE BOARD.

The Board shall hold an organizational meeting annually during the month of January and elect a Chairperson and Vice-Chairperson by majority vote of the members present. The term of office of each shall be for the current calendar year and consistent with Chapter 145. The Chairperson shall preside at the meetings and decide all points of order and procedures. The Vice-Chairperson shall preside as Acting Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and Vice-Chairperson, the Secretary shall call the meeting to order and a Chair Pro Tempore shall be elected by the Board to preside at the meeting.

(Ord. 75-07. Passed 5-14-07.)

A staff member or designee of the Planning Department shall act as the Board Secretary. The Secretary, subject to the direction of the Chair of the Board, shall keep all records, conduct all correspondence of the Board and generally supervise the clerical work of the Board. The Secretary shall not be eligible to vote upon any matter. The Secretary shall also arrange the agenda of each meeting, prepare and keep minutes of each meeting and shall prepare for public inspection an annual report of the Board's activities, cases, decisions, special projects, attendance of the Board members and qualifications of members.

Revised: January 17, 2002

4. CONFLICT OF INTEREST.

Prior to the beginning of the discussion of any application, any Board member whose participation would constitute a conflict of interest shall disclose the nature of the conflict, shall remove himself/herself from any discussion concerning the application and shall not vote on said application. Board Members shall be subject to the Ohio Revised Code Chapter 102, Section 2921.42 and all opinions issued by the Ohio Ethics Commission. (Ord. 75-07. Passed 5-14-07.)

5. COMMITTEES.

Unless otherwise provided, and subject to approval by the Board, the Chairperson of the Board may appoint special committees. The Board shall determine the size, the duties, and the duration of service of such committees at the time of their establishment.

6. FILLING A BOARD VACANCY.

Any vacancy caused by resignation, death or other means shall be filled for the unexpired term within sixty (60) days by Mayoral appointment and approval of City Council. *Revised: January 17, 2002*

7. DUTIES OF THE BOARD.

The Historic Preservation Board shall have the following responsibilities:

- A. Board will promote interest and educate Medina citizens in historic preservation by conducting or supporting educational sessions on an annual basis and preparing informational material as appropriate.
- B. Board shall issue Certificates of Appropriateness for construction, preservation, restoration, reconstruction, rehabilitation, and/or demolition of any building, structure, or object within the City's Historic Districts and other areas as established by City Council, according to the procedures set forth for such matters in Section 145.06 and 145.07 of the Codified Ordinances.
- C. Board shall advise other officials and departments in Medina City government regarding the protection of local historic resources.
- D. Board shall act as a liaison on behalf of the local government to individuals and organizations concerned with historic preservation.
- E. Board shall encourage its members to attend workshops, seminars and other educational programs on historic preservation to stay abreast of design, enforcement, funding, and other issues relevant to the proper performance of their duties.
- F. Board shall review proposed National Register nominations for properties within the jurisdiction.
 - G. When the Board considers a National Register nomination, or other action, which is normally evaluated by a professional in a specific discipline, and that discipline is not represented on the Board, the Board may, upon authorization of City Council, seek expertise in this area before rendering its decision. It may be advised by technical consultants, under contract executed by the City as City finances permit, to assist it in performing its functions.

H. Board shall be responsible for maintaining a system (Ohio Historic Inventory Form) for the survey and inventory of historic properties and cultural resources within the City of Medina. All inventory material shall be recorded according to Ohio Historic Preservation Office guidelines, maintained securely, and made accessible to the public. The inventory shall be updated periodically to reflect alterations and demolitions.

(Ord. 75-07. Passed 5-14-07.)

8. AGENDA.

The Board shall consider no application or report unless it has been received by the Secretary and placed on the agenda. Copies of the agenda shall be mailed or otherwise sent by the Secretary to each Board member, the local newspaper, and other parties as may be determined by the Secretary or Board. Applicants shall be sent a notice of hearing. Any item placed on the agenda shall be heard and action taken, unless the Applicant requests that the issue be removed from the Agenda. (Ord. 75-07. Passed 5-14-07.)

9. QUORUM.

A majority of the Board shall constitute a quorum, and such quorum shall be capable of conducting any business before the Board. However, an affirmative vote by a majority of the quorum is necessary to act on an application.

10. MEETING.

The Board shall hold a regular public meeting once each month in the Medina Municipal Building or other public place if so directed by the Chairperson and the Secretary. The regular monthly meeting will be held on the dates established by the Board at its annual organizational meeting.

Special meetings of the Board may be called by the Chairperson, provided a notice of and the agenda for such meetings are mailed to or otherwise sent and received by the Members and the local newspaper not less than forty-eight (48) hours prior to time and place of the special meeting.

Whenever there is no business for the Board, the Chairperson may dispense with a regular meeting by giving notice to all Members not less than twenty-four (24) hours prior to the time set for the meeting.

(Ord. 75-07. Passed 5-14-07.)

11. ORDER OF BUSINESS.

The business of the Board shall be considered in the following order:

- A. Call to order
- B. Approval of minutes of last meeting
- C. Announcements
- D. Committee reports
- E. Old business
- F. New business
- G. Adjournment

Revised: January 17, 2002

12. ANNUAL REPORT.

The Board shall prepare and submit an annual report of Board activities, cases, decisions and special projects to the Planning Commission, the Mayor, and City Council. The Annual Report shall be kept on file for public inspection.

(Ord. 75-07. Passed 5-14-07.)

13. AMENDMENTS.

Amendments to Chapter 145 of the Codified Ordinance of the City of Medina shall be recommended to City Council by a majority vote of the entire Board at any regular or special meeting, providing notice and contents of the proposed change are mailed, or otherwise disseminated to, and received by each Member of the Board by the Secretary at least five (5) days prior to the meeting. The proposed amendments shall not be included in the Ordinance until approved by City Council.

Amendments to *The City of Medina Guidelines for Historic Properties and Districts* (supplemental document) may be made by majority vote of the Board after open discussion in a minimum of two meetings of the Historic Preservation Board. Amendments to the Guidelines shall be presented to the City Council for information, review and acceptance. (Ord. 75-07. Passed 5-14-07.)

14. REPEALER.

This Manual shall supersede all rules and statements of the Board or Secretary heretofore adopted, or in effect by practice, which are in conflict with the Manual.

Revised: January 17, 2002

15. ADOPTION DATE.

This Manual is hereby adopted by the Board and shall take effect thirty (30) days following passage by City Council.

(Ord. 75-07. Passed 5-14-07.)

CHAPTER II

CERTIFICATE OF APPROPRIATENESS

Certificates of Appropriateness shall be issued by the Historic Preservation Board, in accordance with the standards and regulations of Chapter 145 of the Codified Ordinances of the City of Medina.

1. REQUIRED DATA.

To accomplish the Board's review of an application for a Certificate of Appropriateness, copies of all data specified in Chapter 145 of the Codified Ordinances of the City of Medina and the application shall be required. Number of copies and samples required shall be listed on the procedural information provided by the City.

- A. Alterations and change of color.
 1. Photographs of existing conditions.
 2. Drawings indicating any changes to the physical appearance.
 3. An outline describing work and the procedures to be performed.
 4. Material samples and manufacturer's literature for major materials and products to be incorporated in the building.
- B. New buildings.
 1. Photographs (8"x 10") of the proposed site and context including adjacent structures.
 2. Site plan and elevation drawings showing the design, indicating drives, road, parking, walks, walls, fences, landscaping, doors, windows, decoration, materials, finishes and other features accurately representing the proposed design.
 3. Material samples and manufacturer's literature for major materials and products to be incorporated in the proposed design.
- C. Additions to existing buildings.
 1. Photographs (8"x 10") of the existing building and adjacent buildings or structures.
 2. Site plan and elevation drawings showing the design, indicating drives, road, parking, walks, walls, fences, landscaping, doors, windows, decoration, materials, finishes and other features accurately representing the proposed design.
 3. Material samples and manufacturer's literature for major materials and products to be incorporated in the proposed design.
- D. Demolition, partial demolition, or moving.
 1. Photographs (8"x 10"), of the existing building in detail including context and site.
 2. A Site Plan depicting the site of the subject building and its context.
 3. A written request from the Owner indicating reasons for the demolition, partial demolition, or moving.
 4. Include the following information:
 - Status - National Historic Landmark, National Landmark Historic District;
 - Status - Listing on the U.S. National Register of Historic Places or determination of eligibility for the National Register;
 - Status - Historic Landmark (Medina), Historic District (Medina);
 - Form of Ownership of the property, amount paid for property, date of purchase, party from whom it was purchased, and description of relationship between Owner and Applicant;
 - Cost of proposed Demolition;
 - The fair market value for the property and the anticipated market value after rehabilitation;

- An analysis of the feasibility of rehabilitation, including the costs of rehabilitation, and the income and expense likely to be produced by the property after rehabilitation;
 - A list of alternatives that were considered and reasons why alternatives were dismissed;
 - Board may request other information specific to the project.
5. The Applicant may provide additional financial information supporting the case for demolition. This information may include:
- In the case of income-producing properties, provide the annual gross income from the previous two years and itemized expenses for the same time period;
 - Price asked and offers received within the previous two years.
6. If Applicant claims lack of structural or architectural integrity as the reason for demolition, he/she must offer evidence prepared by a licensed engineer or architect as to the structural soundness of the building or structure.
(Ord. 75-07. Passed 5-14-07.)

2. APPLICATION.

The Applicant shall complete the application and submit all required data to the Secretary. The official date of the application shall be the date of the next regular Board meeting after all required data and fees have been submitted to the Secretary and at which the Applicant is scheduled to appear.

(Ord. 75-07. Passed 5-14-07.)

3. REVIEW AND BOARD ACTION.

Upon completion of the application, the Secretary shall place the application on the agenda of the next regular Board meeting and notify the Applicant in writing. The Board shall review the application as it appears on the agenda.

The Board shall act on the application by resolution and shall vote to approve, approve with amendment, or disapprove the application. The applicant shall be advised in writing of the Board's decision. Such action shall be taken immediately following the review of the application, unless the Applicant requests a time extension to modify or elaborate upon his/her proposal. When the applicant indicates to the Secretary that the modifications are complete, the extended proposal shall be deliberated at the next regular Board meeting or a special meeting called for this purpose. If more than one year has passed, Applicant must file a new application. If the Board denies the application wholly or in part, the applicant shall be notified of the reason.

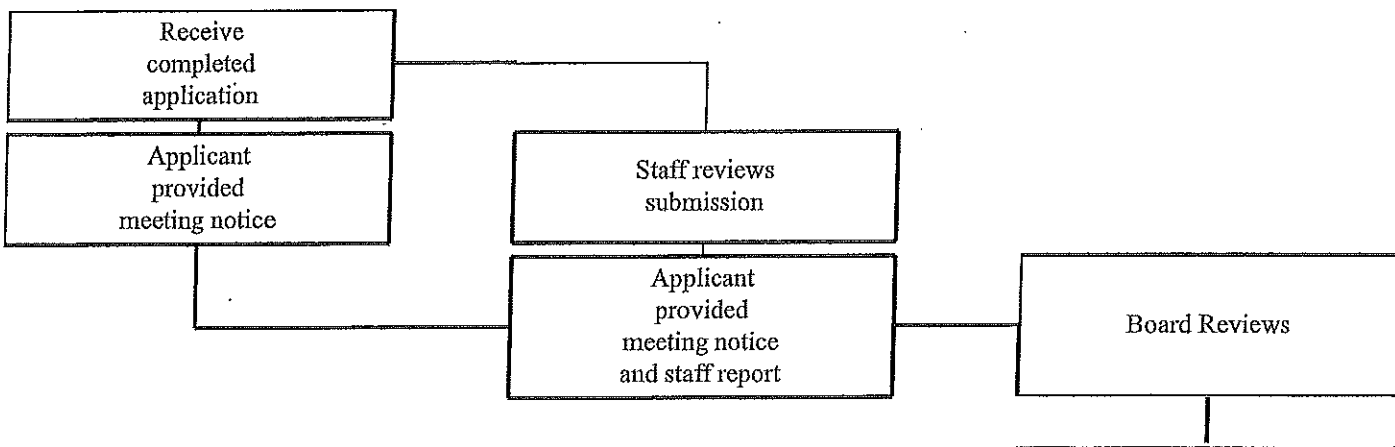
(Ord. 75-07. Passed 5-14-07.)

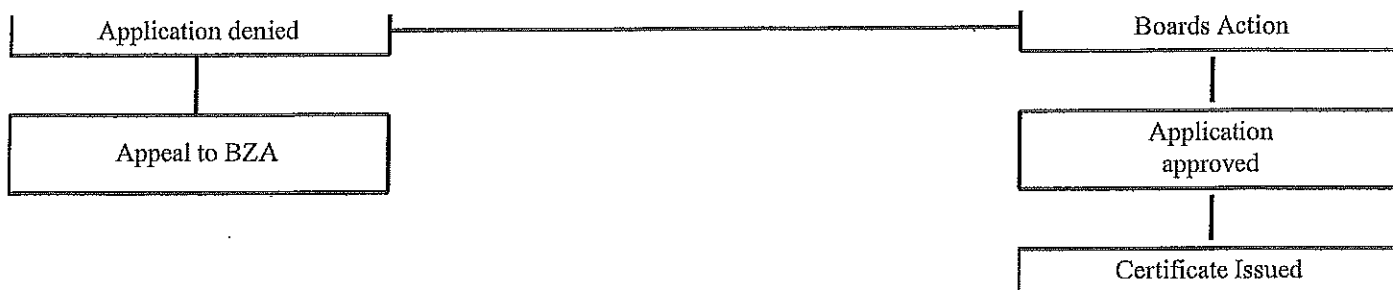
4. CERTIFICATE OF APPROPRIATENESS.

Upon approval of the application by the Board, the Secretary shall issue a Certificate of Appropriateness. This Certificate of Appropriateness, however, does not exempt the applicant from provisions of the Building Code, Sign Code or other applicable laws of the City, County or State. The Certificate of Appropriateness shall become void if construction has not commenced within one (1) year after the date of approval. (Chapter 145 of the Codified Ordinances).

(Ord. 75-07. Passed 5-14-07.)

**Historic Preservation Board
Certificate of Appropriateness**





CHAPTER III

CONDITIONAL SIGN PERMIT

Conditional sign permits may be issued by the Historic Preservation Board in accordance with the standards and regulations of Chapter 1147 of the Zoning Code.

1. REQUIRED DATA.

To accomplish the Board's review of an application for a Conditional Sign Permit, copies of all data specified in Chapter 1147 of the Zoning Code and the application shall be provided. Number of copies and samples required shall be listed on the procedural information provided by the City.

(Ord. 75-07. Passed 5-14-07.)

2. APPLICATION.

The applicant shall complete the application and submit all required data and fees to the Secretary. The official date of the application shall be the date of the next regular Board meeting after all required data and fees have been submitted to the Secretary.

Submission requirements include:

- A. Photographs of existing conditions.
- B. Elevation drawings depicting the proposed signage of the building with sign and building dimensions noted.
- C. Color and material samples for the proposed sign.

(Ord. 75-07. Passed 5-14-07.)

3. REVIEW AND BOARD ACTION.

Upon completion of the application, the Secretary shall place the application on the agenda of the next regular Board meeting and notify the applicant. The Board shall review the application as it appears on the agenda.

The Board shall act on the application by resolution and shall vote to approve, approve with amendment, or disapprove the application. The applicant shall be advised in writing of the Board's decision. Such action shall be taken immediately following the review of the application, unless the Applicant requests a time extension to modify or elaborate upon his/her proposal. When the applicant indicates to the Secretary that the modifications are complete, the extended proposal shall be deliberated at the next regular Board meeting or a special meeting called for this purpose. If more than one year has passed, Applicant must file a new application. If the Board denies the application wholly or in part, the applicant shall be notified of the reason.

(Ord. 75-07. Passed 5-14-07.)

4. CONDITIONAL SIGN PERMIT.

Upon approval by the Board of the application, the Secretary shall issue a Conditional Sign Permit. This Conditional Sign Permit, however, does not exempt the applicant from provisions of the Building Code, Sign Code or other applicable laws of the City, County or State. The Conditional Sign Permit shall become void if construction has not begun within six (6) months after the date of the permit. (Section 1147.16 of the Zoning Code).

Revised: January 17, 2002

RESOLUTION NO. 189-21

A RESOLUTION AMENDING RESOLUTION 46-21, PASSED MARCH 22, 2021 FOR GRANT ASSISTANCE THROUGH THE PY2020 TARGETS OF OPPORTUNITY CARES ACT (CDBG-CV) GRANT BEING ADMINISTERED BY THE OHIO REGIONAL DEVELOPMENT CORPORATION (ORDC), AND DECLARING AN EMERGENCY.

WHEREAS: Resolution 46-21, passed March 22, 2021 allowed the Ohio Regional Development Corporation to file an application for grant assistance on behalf of the City of Medina for grant assistance through the PY2020 Targets of Opportunity Cares Act (CDBG-CV) Grant for funding for the Battered Women’s Shelter of Medina County in the amount of \$355,450.00 to allow for the renovation of the shelter located in the City of Medina in order to accommodate social distancing and ensure the health and safety of residents and \$35,545.00 for administration costs.

WHEREAS: The amounts of funds authorized were incorrect and need to be corrected.

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

SEC. 1: That the total funds awarded to the City of Medina, in the amount of \$391,000.00 from the PY2020 Targets of Opportunity Cares Act Grant are hereby amended to read as follows:

PY202 Targets of Opportunity Cares Act Grant

AD-20-03	Battered Women’s Shelter Improvements	\$355,500
AD-20-01	Administration Costs ORDC	\$ 34,500
AD-20-02	Local Administration	<u>\$ 1,000</u>
	Total	\$391,000

SEC. 2: That the funds to cover the Ohio Regional Development Corporation portion of Administration costs, in the total amount of \$34,500.00 are available in Account No. 125-0451-52215.

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 bidding for this project is about to begin; wherefore, this Resolution shall be in full force and effect immediately upon its passage and signature by the Mayor.

PASSED: _____

SIGNED: _____

President of Council

ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor

ORDINANCE NO. 190-21

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO THE SECOND AMENDMENT TO EMERGENCY MEDICAL SERVICES AGREEMENT BETWEEN MEDINA HOSPITAL, THE CITY OF MEDINA, MEDINA TOWNSHIP AND MONTVILLE TOWNSHIP.

WHEREAS: Ordinance No. 131-12, passed July 9, 2012 authorized the Mayor to enter into an Emergency Medical Services Agreement between Medina Hospital, the City of Medina, Medina Township and Montville Township to provide emergency medical service for the benefit of the health and welfare of their respective citizens within the geographic boundaries of the Governmental Units; and

WHEREAS: Ordinance No. 25-17, passed February 27, 2017 authorized the Mayor to enter into the First Amendment to Emergency Medical Services Agreement; and

WHEREAS: The Governmental Units desire to extend this agreement for an additional 5 years.

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

SEC. 1: That the Mayor is hereby authorized and directed to enter into the Second Amendment to Emergency Medical Services Agreement between Medina Hospital, the City of Medina, Medina Township and Montville Township, effective January 1, 2022 through December 31, 2026, in accordance with the Amendment marked Exhibit A, attached hereto and made a part hereof.

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: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor

Effective date – 1/1/22 through 12/31/26

ORD.190-21
EXH. A

Second Amendment to Emergency Medical Services Agreement

This Second Amendment to Emergency Medical Services Agreement ("Second Amendment") is made an entered into as of the 1st day of January 2022, by and among **Medina Hospital** ("Hospital") and the **City of Medina**, an Ohio municipality (the "City"), **Medina Township** and **Montville Township**, and amends the Emergency Medical Services Agreement between the parties effective January 1, 2012 (the "Agreement.")

WHEREAS, the Agreement between the parties expires on December 31, 2021, and the parties mutually desire to continue and extend the term of the Agreement,

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. **Effective Date.** The Effective Date of this Second Amendment shall be January 1, 2022.
2. **Article IV. Term and Termination, Section 1 Term.** As the parties desire to continue and extend the Term, Article IV, Section 1. Term, is hereby amended to extend the Initial Term for another five (5) year period (the "Second Extension Term"), commencing January 1, 2022 and continuing to **December 31, 2026**, unless earlier terminated as provided in the Agreement.
3. All other terms and conditions of the Agreement remain in full force and effect.

[Remainder of this page intentionally left blank; signature page follows.]

[Signature page for Amendment to Emergency Medical Services Agreement]

IN WITNESS WHEREOF, the parties hereto have caused this Second Amendment to be executed by their authorized agents as of the date first above written.

MEDINA HOSPITAL

By: _____
Name: James Madasz
Title: COO
Date: _____

CITY OF MEDINA

By: _____
Name: _____
Title: _____
Date: _____

MEDINA TOWNSHIP

By: _____
Name: _____
Title: _____
Date: _____

MONTVILLE TOWNSHIP

By: _____
Name: _____
Title: _____
Date: _____

ORDINANCE NO. 191-21

AN ORDINANCE AUTHORIZING THE PAYMENT OF \$30,000.00 TO MAIN STREET MEDINA FOR THE CITY'S 2022 MEMBERSHIP RENEWAL.

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

SEC. 1: That the Director of Finance is hereby authorized and directed to pay Main Street Medina \$30,000.00 for the city's 2022 membership renewal.

SEC. 2: 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. 3: That the funds to cover this expenditure are available in Account No. 001-0707-52215.

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 in full force and effect at the earliest period allowed by law.

PASSED: _____

SIGNED: _____

President of Council

ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor

ORDINANCE NO. 192-21

AN ORDINANCE AUTHORIZING THE EXPENDITURE TO NUSTEP, LLC FOR THE PURCHASE OF THREE (3) NUSTEP T6 PRO RECUMBENT CROSS TRAINERS FOR THE MEDINA COMMUNITY RECREATION CENTER.

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

SEC. 1: That the expenditure to NuStep, LLC for the purchase of three (3) T6 PRO Recumbent Cross Trainers is hereby authorized for the Medina Community Recreation Center.

SEC. 2: That the funds to cover this expenditure in the amount of \$19,310.00 are available in Account No. 574-0351-53315.

SEC. 3: 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. 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 in full force and effect at the earliest period allowed by law.

PASSED: _____

SIGNED: _____

President of Council

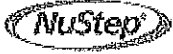
ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor



Nustep, LLC
 5111 Venture Dr.
 Suite 1
 Ann Arbor MI 48108
 United States

ORD. 192-21
Quote

Quote #QUO5045

Quote Date: 9/30/2021

Quote Expires 12/30/2021

Customer Number: 116789

Customer Contact: Christy Moats

Customer Phone: 330-721-6919

Customer Email: cmoats@medinaoh.org

Sales Rep Name: Erin Hoard
 Sales Rep Phone: 734-418-1817
 Sales Rep Fax: 734-418-1881
 Sales Rep Email: ehoard@nustep.com

Customer Notes

SBA shipping quote #1100016884

Bill To

Accounts Payable
 City of Medina
 132 North Elmwood Ave
 PO Box 703
 Medina OH 44258
 United States

Ship To

Medina Recreation Center
 855 Weymouth Road
 Medina OH 44256
 United States

TOTAL

\$19,310.00

Terms	FOB	Sales Rep	PO #	Shipping Method
Net 30	Destination, PPD & Add	ehoard		DTD w/Liftgate

Quantity	Item	Rate (USD)	Amount
3	06001 T6 PRO Recumbent Cross Trainer	\$7,045.00	\$21,135.00
	Retirement Credit Retirement Credit \$800/unit		(\$2,400.00)

Subtotal	\$18,735.00
Shipping Cost	\$575.00
Estimated Tax	\$0.00
Total	\$19,310.00

X _____
 Signature

X _____
 Date

X _____
 NuStep LLC Authorized Representative

X _____
 Date

Unless otherwise stated, terms are NET 30 from ship date. If payment is more than 15 days past due, a late fee of \$35 and interest in the amount of 1.5% per month will be charged, or, if less, the maximum rate of interest permitted under applicable law. For customers with a line of credit, balances not paid within 90 days will result in the loss of their line of credit. Non sufficient fund (NSF) fee is \$35.

RESOLUTION NO. 193-21

AN RESOLUTION SUPPORTING THE MIRACLE LEAGUE OF NORTHEAST OHIO FIELD EXPANSION PROJECT AT SAM MASI PARK.

WHAREAS: Ordinance 153-15, passed December 14, 2014, authorized the Mayor to execute a Ground Lease Agreement between the City of Medina and the Miracle League of Northeast Ohio for a period of 10 years with the option to renew for an additional 10 years; and

WHAREAS: Section 5 of the Ground Lease agreement allows new construction, modifications, and alterations to the premises and facilities during the term of the agreement as long as it is approved in writing in advance by the City of Medina.

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

SEC. 1: That the Council of the City of Medina hereby supports the Miracle League of Northeast Ohio Field Expansion Project at Sam Masi Park.

SEC. 2: That a copy of the letter of intent from the Miracle League of Northeast Ohio, stating their intent to pay for all expenses involved with the expansion project, and drawings of the project are marked Exhibits A and B, 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 in full force and effect at the earliest period allowed by law.

PASSED: _____

SIGNED: _____

President of Council

ATTEST: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor



October 19, 2021

Dear Mayor Hanwell and the Medina City Council;

The Miracle League of Northeast Ohio Board is requesting an addendum to our lease agreement with the City of Medina. This addendum would allow us to construct an outfield surface to match the infield surface that is in place, to install a permanent, 4' chain link home run fence and a 12' diameter memorial area outside the home run fence. These new additions would be located on our Miracle League Field at Sam Masi Park. We have full intentions of paying for all expenses involved in preparing the site, laying a concrete base, installing a rubberized pour-on surface along with fencing and a memorial structure. We also agree to maintain all of these new additions. We have included with this request a site plan and quotes showing projected expenses. We believe that these additions will enhance our mission by making our baseball field more accessible to all players, especially those with wheelchairs and walkers.

We appreciate your time in considering our request.

Sincerely,

Ken Richardson
President
Miracle League of Northeast Ohio

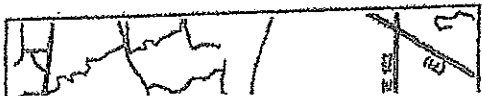
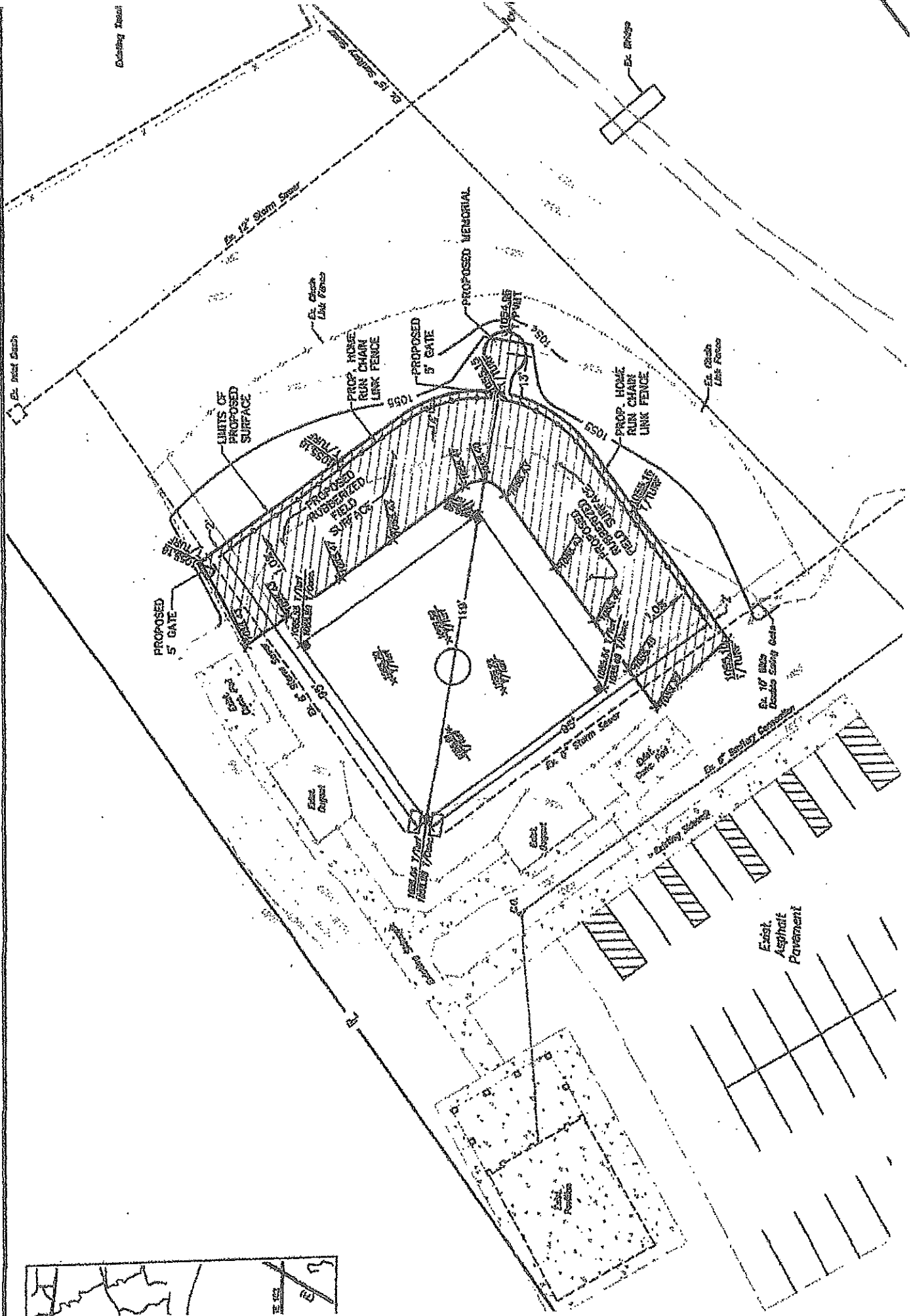
Board Members: Mike Rubino, Sherri Becker, Michelle Connors,

Bob Grady, Shane Schirmer and Steve Mueller

330-421-5305 | MiracleLeagueofNEOhio@gmail.com
miracleleagueofnortheastohio.com | P.O. Box 1966. Medina, OH 44258

A 501(c)(3) Organization

Dwelling House



ORDINANCE NO. 194-21

AN ORDINANCE AUTHORIZING THE EXPENDITURE TO MASON CUSTOM BUILDERS IN CONJUNCTION WITH THE PHASE II CITY HALL HVAC PROJECT.

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

SEC. 1: That the expenditure of \$42,274.00 is hereby authorized to Mason Custom Builders in conjunction with the Phase II City Hall HVAC Project.

SEC. 2: That the funds to cover this expenditure in the amount of \$42,274.00 are available in Account No. 171-0743-53322.

SEC. 3: 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. 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 in full force and effect at the earliest period allowed by law.

PASSED: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor

ORDINANCE NO. 195-21

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH MEDICAL MUTUAL OF OHIO FOR HEALTH CARE INSURANCE FOR THE EMPLOYEES OF THE CITY OF MEDINA.

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

SEC. 1: That the Mayor is hereby authorized and directed to enter into a contract and sign the necessary forms with Medical Mutual of Ohio to provide health care insurance for the employees of the City of Medina, Ohio for the year 2022.

SEC. 2: That a copy of the renewal Contract 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 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: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor



MEDMUTUAL LIFE®

A Medical Mutual Company

ORD. 195-21
Exh. A

August 13, 2021

ELIZABETH BROWN
CITY OF MEDINA
132 N ELMWOOD AVE
MEDINA, OH 44256

Subject: Group #: 778236
 Renewal Date: 01/01/2022

Dear Group Official,

Thank you for allowing us to provide your employees with valuable group insurance protection during the past year. We have completed a comprehensive review of your benefit plan to determine the appropriate premium rates for your upcoming renewal effective 01/01/2022. Our review included an analysis of your group's demographic information, industry classification, and overall benefit package to establish your renewal rates illustrated below.

Benefit	Current Rates	Renewal Rates	
Basic Life	\$0.222	\$0.222	per \$1,000
Basic AD&D	\$0.02	\$0.02	per \$1,000
Supplemental Life -- Dependent Child(ren)	\$0.17	\$0.17	per \$1,000

Benefit

Supplemental Life -- Employee and Dependent Spouse

Age Brackets	Current Rates	Renewal Rates	
Under 20	\$0.07	\$0.07	per \$1,000
20 - 24	\$0.07	\$0.07	
25 - 29	\$0.07	\$0.07	
30 - 34	\$0.08	\$0.08	
35 - 39	\$0.10	\$0.10	
40 - 44	\$0.18	\$0.18	
45 - 49	\$0.33	\$0.33	
50 - 54	\$0.52	\$0.52	
55 - 59	\$0.86	\$0.86	
60 - 64	\$1.22	\$1.22	
65 - 69	\$2.11	\$2.11	
70 - 74	\$3.15	\$3.15	
75 and over	\$5.75	\$5.75	



MEDMUTUAL LIFE®

A Medical Mutual Company

Subject: Group #: 778236
Renewal Date: 01/01/2022
Page 2

Based on your current benefit plan, your renewal rate[s] are guaranteed until **01/01/2024**.

Thank you for choosing MedMutual Life Insurance Company and we look forward to serving the insurance needs of you and your employees in the future.

If you have any questions regarding your insurance plan, please contact Dino Sciulli at (330) 725-0501.

Sincerely,

James McGonagle
Vice President, Specialty Products



Prepared For:
CITY OF MEDINA

Effective Date: 1/1/2022
End Date: 12/31/2022
County: Medina
State: Ohio

Quote ID: 0095176-01

Friday, October 8, 2021
12:25 PM



MEDICAL MUTUAL®

As part of the Affordable Care Act, health insurance issuers and group health plans are required to provide a Summary of Benefits and Coverage (SBC) to all participants (and their dependents if they reside at a different address).

The SBC(s) applicable to your current plan(s) will be available on EmployerLink or from your sales representative or broker. As the plan sponsor, you are responsible for distributing SBCs to your participants with other written application materials during open enrollment. An SBC must be provided for each benefit package in which a participant or dependent is eligible. If you do not require a written application from your participants to renew, you must provide each participant with the SBC specific to the plan in which he or she is enrolled no later than 30 days prior to the first day of the new plan or policy year.

Please review your applicable SBC(s) carefully. If you make a change that affects the information in your SBC, please contact your sales representative or broker to initiate the change and ensure new SBCs are available for your open enrollment period.



MEDICAL MUTUAL*
Renewal Form

To comply with various new components of healthcare reform, Medical Mutual needs to gather the following information in order to correctly process your group's renewal. Please review the definitions section before completing the form.

Please complete the following information for the renewing group policy:

Group Information

Group Name: CITY OF MEDINA

Group Number: 778236

Group Certification

1. Total number of people employed by your company (exclude COBRA/retirees):
 - a. 158 # of full-time
 - b. 189 # of part-time
 - c. 0 # of FTEs (full-time equivalent employees)
2. Total number of covered persons:
 - a. 1 # electing COBRA
 - b. 0 # who are retired
3. Minimum work hours per week:
 - a. 158 # of employees working 25 or more hours per week
 - b. 40 # of hours an employee must work to be eligible for coverage under this renewing group policy
 - c. 158 # of employees working the minimum number of hours disclosed in statement 3-b
4. Total number of eligible employees residing outside of Ohio: 0
5. Total number of eligible waivers (ie: employees not applying for coverage): 411
 - Examples of waivers include employees covered:
 - In a spouse's employer sponsored health plan
 - as an active eligible employee or retiree in another health plan sponsored by a second employer
 - covered under a parent's plan
 - covered by Medicare and/or a Medicare Supplement plan
 - In a government-sponsored plan such as TRICARE, Medicaid or Veteran's Administration (VA) coverage
 - in subsidy-eligible individual coverage
6. Do you offer spousal coverage:
 - a. Yes
 - b. Yes, only if no other coverage is available
 - c. No



MEDICAL MUTUAL
Renewal Form

Outside Vendor Information

1. Health Savings Account (HSA)
 - A. Not applicable
 - B. _____ Name of administrator
 - C. \$ / % _____ Employer contribution toward single coverage
 - D. \$ / % _____ Employer contribution toward family coverage
2. Health Reimbursement Account (HRA)
 - A. Not applicable
 - B. _____ Name of administrator
 - C. \$ _____ Employer contribution toward single coverage
 - D. \$ _____ Employer contribution toward family coverage
 - E. Who pays first? Employee Employer Other
3. Name of Pharmacy Benefit Manager (PBM): _____
4. Name of Stop Loss Carrier: NA

Employer Contribution

1. Employer contribution toward employee coverage: \$ 157.36 or 704.50
2. Employer contribution toward family/dependent coverage: \$ 1893.41 or 1761.29
3. Has your company decreased its level of contributions toward health premium by more than 5 percent below the contribution rate on March 23, 2010, for any tier of coverage and any class of similarly situated individuals?
 Yes No WARRIOR

Renewal Acceptance

Group Official/Broker/Consultant/Medical Mutual Rep signature: _____

Title: _____

Date: _____

This form must be returned no later than five business days before the effective date of the group's renewal.



MEDICAL MUTUAL

CITY OF MEDINA ALL SECTIONS INSURED RENEWAL DEVELOPMENT

Effective January 1, 2022, through December 31, 2022

Experience Period:

August 1, 2020, through July 31, 2021

	MEDICAL	DRUG	TOTAL
ESTIMATED INCURRED CLAIMS	\$1,567,535	\$704,058	\$2,271,593
POOLING ADJUSTMENT	(\$108,352)	N/A	(\$108,352)
CLAIMS TO ANNUALIZE	N/A	N/A	N/A
BENEFIT/ENROLLMENT CHANGES	N/A	N/A	N/A
CREDIBILITY & RISK ADJUSTMENTS	\$185,000	(\$63,580)	\$121,420
APPLICABLE TREND	1.1475	1.1995	1.1621
	17.0	17.0	
	10.20%	13.70%	11.18%
PROJECTED INCURRED CLAIMS	\$1,886,700	\$768,253	\$2,654,953
ADMINISTRATION & COMMISSION	\$107,068	\$36,756	\$143,824
PREMIUM TAX	\$0	\$0	\$0
MANDATED FEES*	\$893	\$0	\$893
RENEWAL PREMIUM	\$1,994,661	\$605,009	\$2,799,670
REVISED RENEWAL PREMIUM	\$2,033,215	\$593,324	\$2,626,539
PREMIUM AT CURRENT RATES	\$2,033,215	\$593,324	\$2,626,539
CHANGE IN PREMIUM	-1.90%	35.68%	6.59%
REVISED CHANGE IN PREMIUM	0.00%	0.00%	0.00%
Based on Average Enrollment of:			
	32	32	
	87	87	
	Single		
	Family		

Rates reflect the federally mandated fees as listed below. All fees are subject to state premium tax. Fees are subject to change. When a contract period spans more than one calendar year, the fees are averaged over the length of the period. See notes for rate details.

Mandated Fees	\$893
PCORI:	\$0
Reinsurance:	\$0
Market Share:	\$0
MCO Fee	\$0
Total:	\$893

Quote ID: 0095176-01, Client Ref #: 25920000001



MEDICAL MUTUAL

CITY OF MEDINA
ALL SECTIONS
INSURED RENEWAL RATES

Effective January 1, 2022, through December 31, 2022

#		Monthly Enrollment	Current Rates	Renewal Rates
778236				
CMM 1	\$600 Ded / 80% Coins / \$1,000 MOOP	32	\$681.71	\$681.71
		87	\$1,704.29	\$1,704.29
DRUG 1	Retail Copays: \$15 / \$30 / \$50	32	\$198.93	\$198.93
		87	\$497.34	\$497.34

Rates include PCORI, Reinsurance and Market Share fees, when applicable, which are federally mandated. All fees are subject to premium tax. When a contract spans more than one calendar year, the fees are averaged over the length of the period.

Rate Acceptance

Group Official Initial: _____ Please initial next to the benefits that have been selected by the group.

Group Official Signature: _____

Title: _____

Date: _____



CITY OF MEDINA
 ALL SECTIONS
 DISCLAIMERS AND NOTES

Effective January 1, 2022, through December 31, 2022

- 1 - Rates include broker commission of \$11.00 PEPM based on Medical LOB only.
- 2 - All rates are subject to the terms and conditions specified in the Group Contract.
- 3 - Change in total enrollment or in any one plan of more than 10% or the elimination of a plan may require rates to be adjusted.
- 4 - In accordance with respective state laws, coverage for dependents beyond the federal limiting age of 26 may necessitate additional premium on insured plans.
- 5 - Employers must disclose any funding of deductibles or coinsurance provided to employees. If funding is not disclosed, Medical Mutual reserves the right to adjust rates at any time during the contract period. This may result in higher than anticipated rate adjustments.
- 6 - As required by the Affordable Care Act, employees must be notified at least 60 days before the effective date of a material modification (made other than in conjunction with a renewal) if it impacts the contents of the Summary of Benefits and Coverage (SBC). Please be aware of this requirement when considering an off-renewal plan change or a change in carrier.
- 7 - Covered employees will automatically have access to Medical Mutual's Basics wellness program, which includes online health resources, health assessments, WW (Weight Watchers) discounts, 24/7 nurse line and tobacco cessation programs. If not already enrolled in a buy up program, additional wellness program options are available upon request for an additional fee..
- 8 - This offer includes Wellness Funds in the amount of \$3,000. Wellness Funds must be spent during this contract period and do not carry-over to subsequent contract periods. Medical Mutual reserves the right to adjust the Wellness Fund if the Group's monthly medical enrollment declines by ten percent (10%) or more from the expected medical monthly enrollment of 119 contracts. Any adjustment to the Wellness Fund will be effective as of the date of the change in medical enrollment, however, Medical Mutual will not retroactively take back Wellness Funds already spent as of the change in medical enrollment date. Refer to the contract for more specifics regarding the Wellness Fund.
- 9 If a non-Medical Mutual ancillary carrier, other than Superior Dental, is added for COBRA services, a fee of \$0.34 per employee per month will be charged.

Rate Acceptance	
Group Official Initial: _____	<i>Please initial next to the benefits that have been selected by the group.</i>
Group Official Signature: _____	
Title: _____	
Date: _____	



CITY OF MEDINA
ALL SECTIONS
LEGISLATIVE UPDATES

Effective January 1, 2022, through December 31, 2022

- Your rates may be adjusted to account for coverage mandated by federal or state law.
- Pursuant to Ohio House Bill 463, based on your current Autism Spectrum Disorder benefits, your renewal (effective 1/1/18 or later) has been adjusted for compliance with the law, where applicable.
- In order to comply with the United State Preventive Task Force final recommendations effective with plan years beginning 12/1/2017, your renewal has been adjusted to reflect changes to your non-grandfathered plan benefits effective with your next plan year on or after 12/1/2017.
- The rates in this proposal may include Patient-Centered Outcomes Research Institute Fee (PCORI), Reinsurance Fee, Exchange Fee, and Market Share Fee when applicable which are federally mandated. Additionally, this policy, Medical Mutual, or you as a Plan Sponsor may become subject to taxes, fees or other charges imposed by State, Local, or Federal governments (collectively, "fees"). Medical Mutual reserves the right to adjust your premium or funding rate (or add the fees to the invoice) consistent with the effective date of the new fees imposed by the government. Adjustments may or may not be noted in a line item on monthly invoices. All fees are subject to change during the contract period.
- Rates and premiums for periods beginning January 1, 2022 do not include potential or actual exposure due to section 49801 of the Internal Revenue Code -- Excise Tax on High Cost Employer-Sponsored Health Coverage under the Affordable Care Act. Any Excise tax determined to be payable on your plan(s) will be billed separately from health plan premium rates.

Rate Acceptance	
Group Official Initial: _____	<i>Please initial next to the benefits that have been selected by the group.</i>
Group Official Signature: _____	
Title: _____	
Date: _____	

ORDINANCE NO. 196-21

AN ORDINANCE AMENDING SECTIONS 31.02(B)(8) AND 31.05 OF THE SALARIES AND BENEFITS CODE OF THE CITY OF MEDINA, OHIO RELATIVE TO THE SANITATION DEPARTMENT.

WHEREAS: Section 31.02 (B) (8) of the Salaries and Benefits Code pertaining to the Sanitation Department presently reads as follows:

(8) SANITATION DEPARTMENT

		<u>Hourly Rate</u>
6	Laborer	per contract
(Ord. 27-13)		

WHEREAS: Section 31.05 of the Salaries and Benefits Code pertaining to the Sanitation Department presently reads as follows:

SANITATION DEPARTMENT

<u>Number</u>	<u>Classification</u>	<u>Steps Authorized</u>
1	Sanitation Superintendent	15 A-F
1	Sanitation Foreman	37 A-F
9	Motor Equipment Operator	34 A-F per contract
1	Laborer	31 A-F per contract
6	Laborer (part-time)	Sec. 31.02(B)(7) per contract
(Ord. 273-05, 27-13)		

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

SEC. 1: That Section 31.02 (B) (8) of the Salaries and Benefits Code of the City of Medina, Ohio shall be amended in part to read as follows relative to the Sanitation Department:

(8) SANITATION DEPARTMENT

		<u>Hourly Rate</u>
6 3	Laborer	per contract
(Ord. 27-13)		

SEC. 2: That Section 31.05 of the Salaries and Benefits Code of the City of Medina, Ohio shall be amended to read as follows relative to the Sanitation Department:

SANITATION DEPARTMENT

<u>Number</u>	<u>Classification</u>	<u>Steps Authorized</u>
1	Sanitation Superintendent	15 A-F
1	Sanitation Foreman	37 A-F
9 12	Motor Equipment Operator	34 A-F per contract
1	Laborer	31 A-F per contract
6	Laborer (part-time)	Sec. 31.02(B)(7) per contract

(Ord. 273-05, 27-13)

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: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor

ORDINANCE NO. 197-21

**AN ORDINANCE AMENDING SECTION 943.09 OF THE
CODIFIED ORDINANCES OF THE CITY OF MEDINA, OHIO
RELATIVE TO THE SPECIAL LOT ENDOWMENT FUND
FOR THE SPRING GROVE CEMETERY.**

WHEREAS: That Section 943.09 of the codified ordinances of the City of Medina, Ohio presently reads as follows:

943.09 SPECIAL LOT ENDOWMENT FUND.

Lots may be specially endowed and the income from the amount paid shall be used for special care of such lots. The income from the amount paid to specially endow a lot shall be used for one planting each Memorial Day and one winter wreath each Christmas, and shall not be less than one thousand dollars (\$1,000.00).

(Ord. 25-05. Passed 2-14-05)

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

SEC. 1: That Section 943.09 of the codified ordinances of the City of Medina, Ohio shall be amended to read as follows:

943.09 SPECIAL LOT ENDOWMENT FUND.

Specially endowed lots shall no longer be available for purchase after December 31, 2021. Specially endowed lots purchased prior to 12-31-21 shall continue to receive special care. Special care of endowed lots shall include one decoration for Memorial Day and one winter wreath each Christmas.

(Ord. 25-05. Passed 2-14-05.)

SEC. 2: That this Ordinance is subject to the Law Director's Final approval.

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: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor

ORDINANCE NO. 198-21

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.

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 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 Finance Director is authorized to draw warrants for the payment of Invoices #26693 and #26670 totaling \$20,692.44 for construction services related to the emergency repair of the City of Medina railroad.

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: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor

ORDINANCE NO. 199-21

**AN ORDINANCE AMENDING ORDINANCE NO. 217-20,
PASSED DECEMBER 14, 2020. (Amendments to 2021 Budget)**

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

SEC. 1: That Ordinance No. 217-20, passed December 14, 2020, shall be amended by the following additions:

<u>Account No./Line Item</u>	<u>Additions</u>
938-0940-56612	300,000.00 *
125-0459-52214	1,000.00 *
138-0458-52215	30,000.00 *
139-0458-52215	3,000.00 *
108-0808-55513	193,000.00 *
301-0707-55513	24,000.00 *
546-0530-55513	42,000.00 *
574-0874-55513	5,000.00 *
108-0808-55510	5,830,000.00 *
301-0707-55510	1,645,000.00 *
546-0530-55510	2,700,000.00 *
108-0808-55511	550,000.00 *
301-0707-55511	160,000.00 *
546-0530-55511	425,000.00 *
574-0874-55511	345,000.00 *
108-0808-55512	90,000.00 *
301-0707-55512	26,000.00 *
546-0530-55512	44,000.00 *
574-0874-55512	4,800.00 *
147-0658-56615	269,100.00 *
380-0686-56615	478,000.00 *
109-0726-56615	70,666.00 *
109-0658-56615	14,950.00 *

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.

* - new appropriation

PASSED: _____

SIGNED: _____
President of Council

ATTEST: _____
Clerk of Council

APPROVED: _____

SIGNED: _____
Mayor

ORDINANCE NO. 200-21

AN ORDINANCE AMENDING 31.13, SECTION 2 (D) OF THE SALARIES AND BENEFITS CODE OF THE CITY OF MEDINA, OHIO RELATIVE TO VACATION PERIOD, AND DECLARING AN EMERGENCY.

WHEREAS: Section 31.13 – Section 2 (D) of the Salaries and Benefits Code of the City of Medina, Ohio presently reads in part as follows pertaining to Vacation Period:

Section 2. General practices and definitions.

D. The vacation period is from the first day of the payroll year through the last day of the payroll year. The payroll year is based on pay dates, not worked dates.

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

SEC. 1: That Section 31.13 – Section 2 (D) of the Salaries and Benefits Code of the City of Medina, Ohio shall be amended to read in part as follows pertaining to Vacation Period:

Section 2. General practices and definitions.

D. The vacation period is from the first day of the payroll year through the last day of the payroll year. ~~The payroll year is based on pay dates, not worked dates.~~

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 so the employees can be notified as soon as possible; 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: _____

APPROVED: _____

Clerk of Council

SIGNED: _____

Mayor