

## REQUESTS FOR COUNCIL ACTION/DISCUSSION

### Finance Committee

- 22-162-8/22 – Resolution to Adopt Update of Comprehensive Plan
- 22-163-8/22 – CHIP Grant Private Rehab – 412 W. Washington St.
- 22-164-8/22 – CHIP Grant Private Rehab – 30 Circle Drive
- 22-165-8/22 – Target of Opportunity Grant Contract – AM Plumbing – BWS
- 22-166-8/22 – Target of Opportunity Grant Contract – Cavalry Mechanical – BWS
- 22-167-8/22 – Transfer – General Fund to Police Fund
- 22-168-8/22 – Budget Amendments
- 22-169-8/22 – Transfer – General Fund to Railroad Fund
- 22-170-8/22 – Transfer – MCRC Operating to MCRC Capital Fund
- 22-171-8/22 – Transfer – General Fund to Parking Fund
- 22-172-8/22 – Advances – General Fund to Airport Funds
- 22-173-8/22 – Advance – Street/Stormwater Fund to Grant Fund (OPWC)
- 22-174-8/22 – Establish New Fund – Special Projects Fund – OneOhio Opioid Settlement Fund
- 22-175-8/22 – JCG Payment – Carlisle Brake /Friction Products
- 22-176-8/22 – Adjustments to Purchase Orders and Budgets due to Fuel Costs
- 22-177-8/22 – Increase Expenditure - Davis Tree Farm – Forestry
- 22-178-8/22 – Amend Planning & Zoning Code, 1137.02 and 1137.04
- 22-179-8/22 – Increase P.O. 22-684 – Epic Aviation
- 22-180-8/22 – Increase P.O. #22-594 – PRADCO – Police Dept.
- 22-181-8/22 – JCG Payment – Sandridge Food Corp.
- 22-182-8/22 – Grant Application – Ohio Criminal Justice Services Grant – Muni Court
- 22-183-8/22 – Approve ARPA Funds for Fire Station 1 HVAC
- 22-184-8/22 – Deer Hunting Program (Lamb)
- 22-185-8/22 – 2022 City Auction
- 22-186-8/22 – Approve ARPA Fund Project – Monarch Carpet One
- 22-187-8/22 – Increase P.O. 22-689 – Kokosing – Service Dept.
- 22-188-8/22 – Bids/Discussion – S. Court Curb Replacement Program
- 22-189-8/22 – Loan Application – Ohio Public Works Commission
- 22-190-8/22 – Agreement w/County to Operate & Maintain City's Sanitary Sewer System
- 22-191-8/22 – Amend Ord. 120-22 – Emergency SR 18 Water Line Extension
- 22-192-8/22 – Cooperative Purchase – Fitness Equipment, MCRC
- 22-193-8/22 – Purchase – Firefighter Turnout Gear

8/22/22

# REQUEST FOR COUNCIL ACTION

No. RCA 22-162-8/22

FROM: Andrew Dutton

Committee: Finance

DATE: 7/21/22

SUBJECT: Resolution to Adopt An Update of the Comprehensive Plan

## SUMMARY AND BACKGROUND:

### Project Initiation

The previous City of Medina Comprehensive Plan was adopted by a resolution of City Council on April 9, 2007. Generally, comprehensive plans are updated every 10 to 15 years. In early 2021, the Community Development Department began working with OHM Advisors to conduct a complete update of the Comprehensive Plan, as authorized by City Council in Ordinance 65-21.

Initially, the City and OHM Advisors gathered background information about Medina and formulated a process for the creation of the plan. Various existing plans were reviewed and considered, including the 2007 Comprehensive Plan.

### Steering Committee/Public Input

Early in the process, a Steering Committee of 26 members was assembled to assist and contribute to the formulation of the Comprehensive Plan. The Committee met seven times over the course of a year to provide valuable guidance and input.

The planning process also included significant public engagement. Pop-up events were held at different locations, such as the Farmer's Market and Cool Beans, which allowed the public to comment and provide ideas. In addition, an online community survey was conducted to gather input from a larger number of community members. Later in the project, a public open house was held to receive feedback on draft sections of the plan. Throughout the process, a website for the Comprehensive Plan has been active providing information about the project, video presentations, and useful links.

### Plan Format

The purpose of a comprehensive plan is to guide and inform the City in future zoning, land use, transportation, and economic development matters. The document is not a fixed set of regulations, rather a flexible guide for decision-making and planning in the years to come.

Chapters of the Plan include a project overview, existing conditions, public input, plan framework, and focus areas. These components are typically found in comprehensive plans, including the previous 2007 Comprehensive Plan. However, the focus area chapter of the Plan includes considerably more information than a typical comprehensive plan. It incorporates detailed focus area descriptions, maps, and concepts that illustrate intentions of the Comprehensive Plan, and how it may be implemented.

The main elements of the Plan include land use, quality of life, mobility, housing, and economic development and stabilization. For each main element of the plan, background information, input from the Steering Committee and the public, and best practices were considered to create an implementation framework with objectives and strategies.

**Planning Commission Recommendation**

Per Section V-6 of the City of Medina Charter, the Planning Commission must make a recommendation to City Council regarding the adoption of a Comprehensive Plan. On June 21, 2022, the Planning Commission reviewed the Comprehensive Plan and heard a presentation on the Plan from OHM Advisors. At the Commission's following meeting on July 14, 2022, the Planning Commission unanimously recommended approval of the Comprehensive Plan.

**Estimated Cost: -**

**Suggested Funding: -**

- **sufficient funds in Account No.**
- **transfer needed from Account No. \_\_\_\_\_ to Account No.**
- **NEW APPROPRIATION needed in Account No.**

**Emergency Clause Requested: No**

**Reason: -**

---

**COUNCIL USE ONLY:**

**Committee Action/Recommendation:**

**Council Action Taken:**

**Ord./Res.**

**Date:**

**Andrew Dutton**

---

**From:** Andrew Dutton  
**Sent:** Thursday, July 21, 2022 11:18 AM  
**To:** Kathy Patton (kpatton@medinaoh.org)  
**Subject:** Comp Plan RCA  
**Attachments:** RCA Comp Plan 7-21-22.pdf; Medina Comprehensive Plan Council 7-21-22 R.pdf

Kathy,

I have attached an RCA for a resolution to adopt an update to the Comprehensive Plan.

- A hard copy of the RCA form is also in your mailbox, but the attached electronic version of the Plan is not. Let me know if you need a hard copy.
- Our consultant, OHM, would like to give a presentation to City Council. I would assume that could go along with a Finance Committee meeting/first review. If not, just let me know what you think the appropriate process would be.
- I looked back at the resolution for 52-07, which adopted the previous Comprehensive Plan. It indicates a public hearing was held. I've taken a look at the ordinances/charter, but I'm not seeing where a public hearing is required. Maybe they treated it as a zoning code amendment, though there are not actual changes to the zoning code...

Please let me know if you need anything else.

**Andrew Dutton**

*Community Development Director*

City of Medina

adutton@medinaoh.org

330-722-9023



Comp Plan Emailed  
To You

AD

**REQUEST FOR COUNCIL ACTION**

No. RCA 22-161-7/11

FROM: Mayor Hanwell *D Hanwell*  
DATE: July 5, 2022 *7-5-2022*  
SUBJECT: Amend Section 505.11 Hunting Prohibited

Committee: Finance

**SUMMARY AND BACKGROUND:**

Respectfully request full Medina City Council consider Amending Code Sec. 505.11 Hunting Prohibited (Deer nuisance Abatement). Respectfully ask Council to consider allowing hunting of white tail deer by crossbow or longbow within Medina municipal limits.

Proposed application and guidelines are attached for review and discussion at meeting as well as proposed modified Ord.

Mayor - <sup>several</sup> members asked to bring this forward for entire council to review.

Finance - August 22 again, give Council time to speak to constituents.  
pass on Sept. 12

Coyne - Combo method - Lethal + Non-lethal?  
Mayor - both should run parallel.  
Jansen - Rules reviewed w/ ODNR + Administration  
went over bullet points.

airial photos of property required.  
Coyne talk to constituents over break.  
Mayor - we can talk about size of land mass. ~~what~~  
Jansen - soft approach, put responsibility on property owner + hunter.  
we will have to continue to monitor numbers.

Estimated Cost:

Suggested Funding:

- sufficient funds in Account No.
- transfer needed from Account No. to Account No.
- NEW APPROPRIATION needed in Account No.

Emergency Clause Requested: No

Reason:

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken: *7-11-22 Hold bring back 8-22 w/presentation*

Ord./Res.  
Date:

DRAFT OF CITY OF MEDINA, OHIO

ORDINANCE NO. XX-XX

INTRODUCED BY

AN ORDINANCE AMENDING SECTION 505.11 OF CHAPTER 505 OF THE CODIFIED ORDINANCES OF THE CITY OF MEDINA AUTHORIZING A NUISANCE ABATEMENT INITIATIVE FOR BOTH SHORT TERM AND LONG TERM CONTROL AND REDUCTION OF THE WHITE-TAILED DEER POPULATION IN COORDINATION WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES AND CONTIGUOUS, ADJOINING, POLITICAL SUBDIVISIONS THAT OPT TO ADOPT A SIMILAR PLAN FOR NUISANCE ABATEMENT.

WHEREAS: White-tailed deer are considered a keystone species, known for affecting other organisms in an ecosystem. They are browsers, meaning they eat all forms of plant material including seedlings, leaves, buds, flowers, fruit, bark, young trees and branches. Without the presence of keystone predators, like mountain lions, wolves, and black bears, the uncontrolled overpopulation of deer threatens the natural environment. Left unchecked, the forest and other property become over-browsed of favorite deer species, such as Oak trees, flowers, and other plants degrading yards for property owners and forests for park patrons to enjoy now and into the future. The white-tailed deer population in urban areas has grown to unmanageable numbers; and

WHEREAS: As a consequence thereof great financial loss has been suffered by public and private property owners, in the destruction of plants, flowers, trees and other edible landscaping; and

WHEREAS: Deer/vehicle accidents increase annually and threaten the lives and property of all those who travel by vehicle on our streets and highways; and

WHEREAS: While hunting in the City of Medina is prohibited, the exploding regional deer population requires deer management efforts; and

WHEREAS: This Council finds that the existing circumstances constitute an ongoing and serious nuisance which must be abated for the public health, safety and welfare; and

WHEREAS: The Mayor and Administration, working in conjunction with ODNR and in coordination with other similarly situated municipalities, seek to establish a "nuisance abatement initiative" to allow for the liberal issuance of permits from both the ODNR and the municipal police department (deer damage control permits) with the consent of and upon the application of property owners seeking relief; and

WHEREAS: It is therefore necessary to amend the Codified Ordinances of the City of

Medina, Part Five General Offenses Code, Chapter 505 Animals, Section 505.11 Hunting Prohibited to permit the limited hunting of white tailed deer by cross bow or long bow under terms and conditions established by the City.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, COUNTY OF MEDINA AND STATE OF OHIO, THAT:

Section 1. Notwithstanding any other provision of this code to the contrary, Section 505.11 of the Codified Ordinances of the City of Medina, is amended as follows:

505.11 HUNTING PROHIBITED.

~~The hunting of animals or fowl within the Municipality is prohibited. No person shall hunt, kill or attempt to kill any animal or fowl by the use of firearms or any other means.~~

(a) The hunting of animals or fowl within the Municipality is prohibited. No person shall hunt, kill or attempt to kill any animal or fowl by the use of any other means, except as follows:

(1) The limited hunting of white —tailed deer by crossbow or longbow may be permitted within the City under the following terms and conditions:

- (a) The Mayor or his designated representative may, in his sole discretion, issue a Municipal Deer Control Permit to an archer applicant to allow only bow-hunting (long bow and crossbow) of white-tailed deer;
- (b) The permit is limited to areas deemed safe by the Mayor or his designated representative by State licensed hunters or property owners who have provided proof of successfully passing a hunter education course, or other pre-approved equivalent type of safety training on such forms and subject to such rules and regulations as the Mayor or his designated representative may prescribe.
- (c) Written permission from the property owner(s) has been obtained;
- (d) Compliance with all laws, rules and regulations of the City and State is required
- (e) All applicants shall agree, in writing, to defend release and indemnify the City for any negligent acts committed by the applicant
- (f) Any other requirements as deemed necessary to preserve and protect the health, safety and welfare of the residents' as determined solely by the Mayor or his designated representative.
- (g) The Mayor or his designated representative is hereby authorized to promulgate any and all rules and regulations necessary to carry out the provision of this section and all other rules and regulations necessary to insure public health and safety.
- (h) Trapping of wild animals may be permitted only:
  - i When done in accordance with the state laws and regulations for nuisance wild animals set forth by the Chief of the Division of Wildlife, or

ii During the statewide trapping season when done in accordance with the state laws and regulations as set forth by the Chief of the Division of Wildlife only after receiving a Municipal Wildlife Control Permit.

(b) Whoever violates any provisions of this section is guilty of a misdemeanor of the first degree and shall be subject to the penalty provided in Section 501.99.

Section 2. In order to defray the expenses incurred with the management of this program, a fee of \$ 75.00 for a new stand location and \$50.00 for a same stand location per archer applicant is established and must accompany any application for the Municipal Deer Control Permit.

Section 3. The City in cooperation with the ODNR and the Division of Wildlife will explore and strive to adopt long term non-lethal options for deer population control including methods that may provide the necessary relief on a cost effective basis.

Section 4. No other method for the control of the deer population is permitted other than such as is authorized herein; all other provisions of the Codified Ordinances of the City of Medina not specifically modified herein shall remain unaffected by these measures and fully enforceable.

Section 5. It is found and determined that all formal actions of this Council concerning and relating to the adoption 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 meeting open to the public in compliance with all legal requirements.

PASSED:

DATE FILED

WITH MAYOR:

ATTESTDATE APPROVED:

CLERK OF COUNCIL



2022 - 23 Archery Season: September 24, 2022 – February 5, 2023



OK  
R-Hammer  
8-16-2022

**City of Medina  
Municipal Deer Control Permit Information Sheet**

The following information will help guide you through the process of obtaining a Municipal Deer Control Permit, as outlined in Chapter 505.11 of the City of Medina Codified of Ordinances.

The following items are needed to process the Deer Hunting Permit application:

- Municipal Deer Control Permit Application**  
The application deadline is Month, Date, 2022.
- Property Owner Permission and Agreement Form (2 pages)**  
A signed agreement for each property contained within the total acreage is required. The signer of the agreement must be the homeowner, as recorded by the Medina County Auditor. (The Mayor's office will mail the signed copy to the homeowner.)
- Stand Registration fee payable to the City of Medina (see new prices below)**  
*NEW STAND LOCATION \$75.00 / SAME STAND LOCATION AS LAST SEASON \$50.00*  
All Hunters need a permit; the fee is for a hunter to use an approved stand only.
- Copy of State of Ohio hunting license and deer permit** (If the only property included in the application is owned by the applicant, their spouse, or parents then proof of successfully passing a hunter education course, or other pre-approved equivalent type of safety training, is required)
- Copy of applicant's driver's license or state ID card**
- Stand coordinates or map of the property with boundaries outlined and location of the stand**
- Stand inspection (new stand locations only).**

After inspection and review of the application package, the Mayor or his designee may require additional information if deemed necessary. If there are no other conditions or restrictions, then the permit will be issued. This process may take up to a week.

For questions, please the Mayor's office at 330-722-9020 Monday-Friday between 8:30 am -4:30 pm.



2022 - 23 Archery Season: September 24, 2022 – February 5, 2023

## RULES & REGULATIONS

The following rules are in addition to the ODNR rules and regulations. All hunters must adhere to any state rules or laws about hunting as outlined in Chapters 1531 and 1533 of the Ohio Revised Code and Medina Ordinance XX-22 located in Chapter 505.11 of the City Code of Ordinances or any other rules enacted under those chapters.

- Hunter must be at least 21 years old to participate in the program
- Hunter must provide proof of five years of experience OR provide proof of 5 deer harvests.
- Hunter must notify the **Police Dept. (330-725-7777)** before going out each day and at the end of each day.
- Hunter must ONLY use legal archery equipment as described in OAC 1501:31-15-11-(C)-(1)
- Hunter must not hunt deer with the aid of an electronic calling device or light.
- Bowhunting must take place 30 minutes before sunrise to 30 minutes after sunset.
- Hunter must carry a valid hunting license (if required), property owner(s) permission letter, and all permits at all times and must be able to provide all of those documents to any police officer or game official as prescribed by the Ohio Division of Wildlife.
- If the only property included in the application is owned by the applicant, their spouse, or parents then proof of successfully passing a hunter education course, or other pre-approved equivalent type of safety training, is required.
- In addition to checking deer with the state ([www.ohiogamecheck.com](http://www.ohiogamecheck.com) or call 1-877-TAGITOH), the hunter must notify the City within 24 hours of the hunt (ph: 330-722-9020 / email [scrow@medinaoh.org](mailto:scrow@medinaoh.org) )
- Hunter must remove entrails from the owner's property unless otherwise agreed to by the owner.
- Animals may not be field-dressed in view of the public.
- If a deer leaves the property(ies) the permit was issued for the hunter shall notify the **Police Dept. (330-725-7777)** IMMEDIATELY. The hunter may only retrieve said deer after obtaining that property owner's approval.
- Hunter may not trespass on any adjoining property without permission.
- All equipment must be removed from the area covered under the City permit no later than two weeks after the expiration date of said permit, including, but not limited to, tree stands and ladders.

The City of Medina Hunting Rules and Regulations and the City of Medina's Codified Ordinance XX-22 are on our website at [www.medinaoh.org](http://www.medinaoh.org).

**\*\*The Mayor or designee shall have the right to refuse or revoke any hunting permit he deems necessary to ensure the safety of the City and the Residents.\*\***

2022 - 23 Archery Season: September 24, 2022 – February 5, 2023

**City of Medina  
Municipal Deer Control Permit Application**

---

Name of Applicant

Cell Phone Number

---

Address

City/Zip

---

Email

**Please check if this is a NEW STAND location (requires inspection)**

I acknowledge that only bow hunting of white-tailed deer is permitted in the City of Medina. I further agree to release, indemnify and hold harmless the City of Medina, its employees agents and representatives, from all liability arising from my archery activities. I further hereby acknowledge that any false information discovered in this application for a Municipal Deer Control Permit is punishable under the City of Medina's Codified Ordinance XX-22 and reason for immediate denial of this application or revocation of any permit.

I certify that I understand the provisions of this permit as regulated under city ordinance 505.11. I also understand that I must adhere to any state rules or laws pertaining to hunting as set fourth in Chapters 1531 and 1533 of the Ohio Revised Code or any other rules enacted in accordance with those chapters.

---

Signature of applicant

Date

**Items to be included in the application:**

- Property Owner Permission and Agreement Form (2 pages) for each property
- Stand Registration fee payable to the City of Medina
- Copy of State of Ohio hunting license and deer permit (If the only property included in the application is owned by the applicant, their spouse, or parents then proof of successfully passing a hunter education course, or other pre-approved equivalent type of safety training, is required)
- Copy of applicant's driver's license or state ID card
- Stand coordinates or map of the property with boundaries outlined and location of the stand

2022 - 23 Archery Season: September 24, 2022 – February 5, 2023

### Property Owners(s) Permission & Agreement Form

WHEREAS, the PROPERTY OWNER(S) wishes to permit the HUNTER to hunt on the referenced property in accordance with Chapter 505.11 of the Codified Ordinances of the City of Medina, and

WHEREAS, the PROPERTY OWNER and HUNTER wish to set forth terms and conditions under which the hunting shall take place

The PROPERTY OWNER hereby grants permission to the HUNTER to hunt on the PROPERTY OWNER'S land during the *State of Ohio Division of Wildlife* archery season; or at other times under an *Ohio Division of Wildlife Deer Damage Control Permit*, provided that the terms and conditions set forth in accordance with City of Medina's Codified Ordinance XX-22 are satisfied.

The Hunter and Property Owner(s) accept FULL RESPONSIBILITY. They will conduct all activities in a safe, legal, and responsible manner and agree to release, indemnify, and agree not to hold the City of Medina, its employees, officers, and agents from all liability associated with personal injury and/or property damage, loss and expense, including, but not limited to damages, legal fee and cost of defense in any matter arising from the archery activities.

---

**HUNTER NAME**

X \_\_\_\_\_

Hunter Signature(s)

Date: \_\_\_\_\_

---

**PROPERTY OWNER NAME(S)**

Parcel #(s): \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Hunting Property Address \_\_\_\_\_

Property Owner Address \_\_\_\_\_  
If different than Hunting address

X \_\_\_\_\_

Property Owner Signature(s)

Date: \_\_\_\_\_

Provide one Agreement for each property owner

## Property Owners(s) Permission & Agreement Form

\_\_\_\_\_ As a guest on the Property Owners land, the hunter Agrees to:  
Initial

- Park their motor vehicle in areas designated by the Property Owner and place notification and an ID form on the vehicle's windshield while hunting.
- Conducts themselves in a legal and ethical manner.
- Respect the Property Owners Land as if it were their own; not to litter and leave the property in the same condition as the hunter found it.
- Assume responsibility for liability for any injury or damage to property or persons.
- Remove all equipment from the area no later than 2 weeks of the permit expiration date.
- Remove entrails from the property, unless otherwise allowed by the Property Owner, and not field dress in view.

\_\_\_\_\_ The Property Owner agrees to:  
Initial

- Limit the number of Hunters to a maximum of two (2) Hunters at once unless otherwise determined by the Mayor or his designee.
- Consent to the entry upon the hunting property by Medina Police or other persons designated by the Mayor to enforce the provisions of this chapter.
- Notify the Hunter and Mayor's office **immediately** if consent to hunt has been modified or revoked.

Upon permit approval, copies of the executed agreement are mailed to both parties at the addresses listed on page 1 of this agreement.



**Dennis Hanwell, Mayor**

CITY OF MEDINA  
132 North Elmwood Ave.  
Medina, OH 44256  
(330) 722-9020

---

September xx, 2022

Re: Hunting Permit – Bow Season 2022-2023

Dear Hunter:

Enclosed is your permit allowing you to hunt in the City of Medina for the 2022-23 Bow Hunting season. The season begins September 24, 2022 and ends February 5, 2023.

It is imperative that you notify the Police Department prior to every hunt and at the end of every hunt by calling 330-725-7777. We are a small community, and it is crucial to reassure our residents that they are safe.

Once you harvest a deer, please contact Sherry Crow in the Mayor's offices within 24 hours by either calling 330-722-9020 or emailing [scrow@medinaoh.org](mailto:scrow@medinaoh.org). This is our way of measuring the success of our Deer Management Program. *It is not necessary to contact the police.*

I wish you a safe and successful hunting season and I am looking forward to hearing from you.

Best of Luck,

Dennis Hanwell  
City of Medina



1st DRAFT

X  
REVISED 8-16-22

City of Medina

**Municipal Deer Control Permit Information Sheet**

The following information will help guide you through the process of obtaining a Municipal Deer Control Permit, as outlined in Chapter 505.11 of the City of Medina Codified of Ordinances.

The following items are needed to process the Deer Hunting Permit application:

- Municipal Deer Control Permit Application**  
The application deadline is Month, Date, 2022.
- Property Owner Permission and Agreement Form (2 pages)**  
A signed agreement for each property contained within the total acreage is required. The signer of the agreement must be the homeowner, as recorded by the Medina County Auditor. (The Mayor's office will mail the signed copy to the homeowner.)
- Stand Registration fee payable to the City of Medina (see new prices below)**  
*NEW STAND LOCATION \$75.00 / SAME STAND LOCATION AS LAST SEASON \$50.00*  
All Hunters need a permit; the fee is for a hunter to use an approved stand only.
- Copy of State of Ohio hunting license and deer permit** (If the only property included in the application is owned by the applicant, their spouse, or parents then proof of successfully passing a hunter education course, or other pre-approved equivalent type of safety training, is required)
- Copy of applicant's driver's license or state ID card**
- Stand coordinates or map of the property with boundaries outlined and location of the stand**
- Stand inspection (new stand locations only).**

After inspection and review of the application package, the Mayor or his designee may require additional information if deemed necessary. If there are no other conditions or restrictions, then the permit will be issued. This process may take up to a week.

For questions, please the Mayor's office at 330-722-9020 Monday-Friday between 8:30 am -4:30 pm.



2022 - 23 Archery Season: September 24, 2022 - February 5, 2023

**City of Medina  
Municipal Deer Control Permit Application**

---

Name of Applicant

Cell Phone Number

---

Address

City/Zip

---

Email

**Please check if this is a NEW STAND location (requires inspection)**

I acknowledge that only bow hunting of white-tailed deer is permitted in the City of Medina. I further agree to release, indemnify and hold harmless the City of Medina, its employees agents and representatives, from all liability arising from my archery activities. I further hereby acknowledge that any false information discovered in this application for a Municipal Deer Control Permit is punishable under the City of Medina's Codified Ordinance XX-22 and reason for immediate denial of this application or revocation of any permit.

I certify that I understand the provisions of this permit as regulated under city ordinance 505.11. I also understand that I must adhere to any state rules or laws pertaining to hunting as set fourth in Chapters 1531 and 1533 of the Ohio Revised Code or any other rules enacted in accordance with those chapters.

---

Signature of applicant

Date

**Items to be included in the application:**

- Property Owner Permission and Agreement Form (2 pages) for each property
- Stand Registration fee payable to the City of Medina
- Copy of State of Ohio hunting license and deer permit (If the only property included in the application is owned by the applicant, their spouse, or parents then proof of successfully passing a hunter education course, or other pre-approved equivalent type of safety training, is required)
- Copy of applicant's driver's license or state ID card
- Stand coordinates or map of the property with boundaries outlined and location of the stand



2022 - 23 Archery Season: September 24, 2022 – February 5, 2023

## Property Owners(s) Permission & Agreement Form

\_\_\_\_\_  
Initial . As a guest on the Property Owners land, the hunter Agrees to:

- Park their motor vehicle in areas designated by the Property Owner and place notification and an ID form on the vehicle's windshield while hunting.
- Conducts themselves in a legal and ethical manner.
- Respect the Property Owners Land as if it were their own; not to litter and leave the property in the same condition as the hunter found it.
- Assume responsibility for liability for any injury or damage to property or persons.
- Remove all equipment from the area no later than 2 weeks of the permit expiration date.
- Remove entrails from the property, unless otherwise allowed by the Property Owner, and not field dress in view.

\_\_\_\_\_  
Initial The Property Owner agrees to:

- Limit the number of Hunters to a maximum of two (2) Hunters at once unless otherwise determined by the Mayor or his designee.
- Consent to the entry upon the hunting property by Medina Police or other persons designated by the Mayor to enforce the provisions of this chapter.
- Notify the Hunter and Mayor's office **immediately** if consent to hunt has been modified or revoked.

Upon permit approval, copies of the executed agreement are mailed to both parties at the addresses listed on page 1 of this agreement.



# Ohio Department of Natural Resources

MIKE DeWINE, GOVERNOR

MARY MERTZ, DIRECTOR

**Kendra S. Wecker, Chief**  
Division of Wildlife  
2045 Morse Rd, Building G  
Columbus, Ohio 43229  
Phone: (614) 265-6300

July 5, 2022

Jansen Wehrley  
City of Medina  
132 N Elmwood Ave  
Medina, OH 44256

Dear Mr. Wehrley,

In Ohio, white-tailed deer populations are regulated by the Division of Wildlife across the state using harvest management. If not controlled, the populations can exceed both the sociological (i.e. tolerances) and biological (i.e. deer density) carrying capacities.

This harvest management is primarily done through regulated hunting. However, the Division of Wildlife also recognizes that at times, especially within municipalities, additional deer control options may be needed. Therefore, the Division of Wildlife provides for the use of deer damage permits, generally used outside hunting season, as a tool for landowners to address deer damage, generally when that damage is occurring, on their properties. Additionally, we also work with municipalities and park districts in Ohio to use that deer damage permit for targeted deer removal programs, often called "sharpshooting programs". However, in all cases our statewide deer management techniques cannot supersede local ordinances.

It is therefore imperative in many cases for municipalities to modify their current codified ordinances to allow for the management of deer within their municipal boundaries. For this reason, the Division of Wildlife works with and supports municipalities, like the City of Medina, taking the initiative to identify options for modifying its codified ordinances for allowance of deer management within its' municipal limits while to the extent possible ensuring any management techniques allowed are done as safe as possible. Throughout Ohio, especially Northeast Ohio, dozens of municipalities have found it possible to modify their ordinances to allow for deer management while ensuring it can be done safely.

Over the last 10 years I have regularly worked with municipalities to assess the status of their deer population and to help establish harvest management options within their boundaries. Based on site visits I have made to the City of Medina, reviewing the deer population survey results the city received from USDA-Wildlife Services, and calls received throughout the years from residents of the City of Medina followed with several site visits of those properties it appears that the city has exceeded sociological carrying capacity in at least some parts of the city. Further, driving throughout the city I feel that the use of hunting, deer damage permits, and targeted deer removals all are viable options within the City of Medina. Therefore, I encourage the City of Medina to use the information I have provided to them to identify the necessary codified ordinance modifications and required rules to establish deer management options within the city to help address the sociological carrying capacity. Addressing sociological carrying capacity will also help ensure the deer don't exceed biological carrying capacity in the green spaces of the city.

Sincerely,

Geoff Westerfield  
Assistant Wildlife Management Supervisor  
Human-Wildlife Interactions and Private Lands Management



(e) Division of wildlife authorized controlled hunts.

(C) Hunting implements

(1) Archery

(a) It shall be unlawful for any person to hunt deer with any archery equipment except:

(i) A longbow and arrow.

(ii) Crossbow and arrow having a working safety and a shoulder-mount stock. Cocking levers and other cocking devices may be used on crossbows.

(b) It shall be unlawful for any person to hunt or take deer while being in possession of, or take a deer with, explosive or poisoned arrows.

(c) It shall be unlawful for any person to hunt or take deer with a longbow having a draw weight less than forty pounds, or with a crossbow having a draw weight less than seventy-five pounds.

(d) It shall be unlawful for any person to hunt or take a deer with a broadhead having less than two cutting edges measuring less than three quarters inch wide.

(e) It shall be unlawful for any person hunting deer with a longbow or crossbow to possess any firearm.

This paragraph does not prohibit a person from legally carrying a concealed firearm in accordance with law.

(f) It shall be unlawful for any person to hunt or take a deer during the deer archery season with any hunting implement other than the archery equipment described in paragraph (C)(1) of this rule.

(2) Firearms



Permit #
Stand #

**City of Medina**  
**Deer Stand Permit**  
*Sept. 24, 2022 – Feb. 5, 2023*

This permit is issued to:

Name \_\_\_\_\_

Phone \_\_\_\_\_

This permit may be utilized **ONLY** on the following properties:

Stand Address	Coordinates

**Hunter must notify the Police prior to going out each day and at the end of each day.**

**POLICE DEPT. 330-725-7777**

By receiving this permit and per the signed permit application the Hunter, understands the provisions of this permit as regulated under City Ordinance XXX - XX. The Hunter also understands that the Hunter must adhere to any state rules or laws pertaining to hunting as set forth in Chapters 1531 and 1533 of the Ohio Revised Code or any other rules enacted in accordance with those chapters.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

~~First Reading X-XX-XX~~

~~Second Reading X-XX-XX~~

DRAFT OF CITY OF MEDINA, OHIO

ORDINANCE NO. XX-XX

INTRODUCED BY

AN ORDINANCE AMENDING SECTION 505.11 OF CHAPTER 505 OF THE CODIFIED ORDINANCES OF THE CITY OF MEDINA AUTHORIZING A NUISANCE ABATEMENT INITIATIVE FOR BOTH SHORT TERM AND LONG TERM CONTROL AND REDUCTION OF THE WHITE-TAILED DEER POPULATION IN COORDINATION WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES AND CONTIGUOUS, ADJOINING, POLITICAL SUBDIVISIONS THAT OPT TO ADOPT A SIMILAR PLAN FOR NUISANCE ABATEMENT.

WHEREAS: White-tailed deer are considered a keystone species, known for affecting other organisms in an ecosystem. They are browsers, meaning they eat all forms of plant material including seedlings, leaves, buds, flowers, fruit, bark, young trees and branches. Without the presence of keystone predators, like mountain lions, wolves, and black bears, the uncontrolled overpopulation of deer threatens the natural environment. Left unchecked, the forest and other property become over-browsed of favorite deer species, such as Oak trees, flowers, and other plants degrading yards for property owners and forests for park patrons to enjoy now and into the future. The white-tailed deer population in urban areas has grown to unmanageable numbers; and

WHEREAS: As a consequence thereof great financial loss has been suffered by public and private property owners, in the destruction of plants, flowers, trees and other edible landscaping; and

WHEREAS: Deer/vehicle accidents increase annually and threaten the lives and property of all those who travel by vehicle on our streets and highways; and

WHEREAS: While hunting in the City of Medina is prohibited, the exploding regional deer population requires deer management efforts; and

WHEREAS: This Council finds that the existing circumstances constitute an ongoing and serious nuisance which must be abated for the public health, safety and welfare; and

(g) The Mayor or his designated representative is hereby authorized to promulgate any and all rules and regulations necessary to carry out the provision of this section and all other rules and regulations necessary to insure public health and safety.

(h) Trapping of wild animals may be permitted only:

i When done in accordance with the state laws and regulations for nuisance wild animals set forth by the Chief of the Division of Wildlife, or

ii During the statewide trapping season when done in accordance with the state laws and regulations as set forth by the Chief of the Division of Wildlife only after receiving a Municipal Wildlife Control Permit.

(b) Whoever violates any provisions of this section is guilty of a misdemeanor of the first degree and shall be subject to the penalty provided in Section 501.99.

Section 2. In order to defray the expenses incurred with the management of this program, a fee of \$ 75.00 for a new stand location and \$50.00 for a same stand location per archer applicant is established and must accompany any application for the Municipal Deer Control Permit.

Section 3. The City in cooperation with the ODNR and the Division of Wildlife will explore and strive to adopt long term non-lethal options for deer population control including methods that may provide the necessary relief on a cost effective basis.

Section 4. No other method for the control of the deer population is permitted other than such as is authorized herein; all other provisions of the Codified Ordinances of the City of Medina not specifically modified herein shall remain unaffected by these measures and fully enforceable.

Section 5. It is found and determined that all formal actions of this Council concerning and relating to the adoption 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 meeting open to the public in compliance with all legal requirements.

PASSED:

DATE FILED  
WITH MAYOR:

ATTESTDATE APPROVED:  
CLERK OF COUNCIL

# REQUEST FOR COUNCIL ACTION

No. RCA 22-163-18/22

FROM: Grants

Committee: Finance + Council

DATE: July 18, 2022

SUBJECT: CHIP Grant Private Rehab at 412 West Washington Street, Medina, Ohio

## SUMMARY AND BACKGROUND:

This is a request for a purchase order for a Private Rehabilitation project as part of the PY22 CHIP grant at 412 West Washington Street, Medina Ohio.

The contract amount is \$79,650. The request for a purchase order in the amount of \$80,000 is to allow for any change orders without going through the process a second time. Any unused funds will be returned to the original account.

*Crouch Enterprises*

### Estimated Cost:

Suggested Funding: \$80,000

- sufficient funds in Account No. 139-0460-52215 Activity AC-20-06
- transfer needed from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_
- NEW APPROPRIATION needed in Account No. \_\_\_\_\_

Emergency Clause Requested: Yes, both Finance and Council

Reason: To expedite the project and payment to the contractor

---

### COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

*Ord. 148-22*

*8-22-22*

# REQUEST FOR COUNCIL ACTION

No. RCA 22-164-8/22

FROM: Grants

Committee: Finance + Council

DATE: July 18, 2022

SUBJECT: CHIP Grant Private Rehab at 30 Circle Drive, Medina, Ohio

## SUMMARY AND BACKGROUND:

This is a request for a purchase order for a Private Rehabilitation project as part of the PY22 CHIP grant at 30 Circle Drive, Medina Ohio.

The contract amount is \$56,700. The request for a purchase order in the amount of \$57,000 is to allow for any change orders without going through the process a second time. Any unused funds will be returned to the original account.

*Crouch Enterprises*

### Estimated Cost:

Suggested Funding: \$57,000

- sufficient funds in Account No. 139-0460-52215 Activity AC-20-06
- transfer needed from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_
- NEW APPROPRIATION needed in Account No. \_\_\_\_\_

Emergency Clause Requested: Yes, both Finance and Council

Reason: To expedite the project and payment to the contractor

---

### COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

*Ord. 149-22*  
*8-22-22*



**REQUEST FOR COUNCIL ACTION**

No. RCA 22-165-8/22

FROM: Grants

Committee: Finance + Council

DATE: July 15, 2022

SUBJECT: Target of Opportunity Grant Contract

**SUMMARY AND BACKGROUND:**

Council is asked to approve the amount of \$109,332.00 for a contract with AM Plumbing, LLC to install the new plumbing at Women's Shelter. Funding will come from the CDBG-Target of Opportunity Grant, Battered Women's Shelter Improvements.

The Emergency Clause is requested from both Finance and Council so that work can begin as soon as possible.

125-0451-52215  
AD-20-03

Estimated Cost: \$109,332.00

Suggested Funding: Target of Opportunity Grant

- sufficient funds in Account No.
- transfer needed from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_
- NEW APPROPRIATION needed in Account No. \_\_\_\_\_

Emergency Clause Requested: Yes, for both Finance and Council  
Reason:

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken:

Ord./Res. Ord. 150-22  
Date: 8-22-22

**REQUEST FOR COUNCIL ACTION**

No. RCA 22-166-8/22

Committee: Finance + Council

FROM: Grants

DATE: July 15, 2022

SUBJECT: Target of Opportunity Grant Contract

**SUMMARY AND BACKGROUND:**

Council is asked to approve the amount of \$102,066.00 for a contract with Cavalry Mechanical, LL. The company has been awarded the contract to complete the HVAC installation at the Battered Women's Shelter. Funding will come from the CDBG-Target of Opportunity Grant, Battered Women's Shelter Improvements.

The Emergency Clause is requested from both Finance and Council so that work can begin as soon as possible.

Estimated Cost: \$102,066.00

Suggested Funding:

125-0451-52215  
AD-20-03

- sufficient funds in Account No.
- ~~transfer needed from Account No.~~ to Account No.
- ~~NEW APPROPRIATION needed in Account No.~~

Emergency Clause Requested: Yes, for both Finance and Council

Reason:

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

Ord. 151-22

8-22-22

**REQUEST FOR COUNCIL ACTION**

No. RCA - 22-167-8/22

FROM: Keith H. Dirham  
DATE: Friday, July 8, 2022  
SUBJECT: Transfer from General Fund to Police Fund for swapped CRF Costs

Committee: Finance & Council

**SUMMARY AND BACKGROUND:**

Please see attached letter to Paul Mann, OBM Grants Partnership and also Mr. Mann's email indicating acceptance of this solution to questioned costs from the CRF Grant, 2020 expenditures.

Our audit for 2020 revealed that \$10,873.20 in Court Administrator Wages and Benefits costs charged to the CRF were insufficiently documented. In a phone call on Wednesday, July 6 OBM suggested that we could swap those costs for Police Department Wages and Benefits which were allowable without further documentation. The attached letter from me to Paul Mann accepted that solution.

The Court Administrator costs were paid from the General Fund (#001) while the Police Department Wages and Benefits were paid from the Police Fund (#106). The technically correct way to handle this would be to restate the City's 2020 Finance Statements. Those have already been released and audited. Additionally, a restatement of the City's 2020 Financial statements would also require that the City's 2021 Financial Statements would need to be restated. If the amount of money involved were material that would be required but since it is not I contacted our Auditor and a simple transfer of the amount in 2022 is acceptable to them.

Thus, I am requesting that Council approve the transfer of \$10,873.20 from the General Fund (#001) to the Police Fund (#106).

Estimated Cost: \$10,873.20

**Suggested Funding:**

- sufficient funds in Account No.
- transfer needed from Account No. to Account No.
- NEW APPROPRIATION needed in Account No. 001-0707-56611

**Emergency Clause Requested:**

Reason:

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

Ord. 152-22  
8-22-22



132 North Elmwood Ave.  
P.O. Box 703  
Medina, Ohio 44258-0703  
Phone: 330-725-0061  
Fax: 330-722-9045  
www.medinaoh.org

TO: PAUL MANN – OBM GRANTS PARTNERSHIP  
FROM: KEITH DIRHAM, FINANCE DIRECTOR  
CC: DENNIS HANWELL, MAYOR; COUNCIL  
DATE: JULY 8, 2022  
RE: CRF MONITORING

Regarding the 2019-2020 CRF Monitoring process for the City of Medina through the Ohio Office of Budget Management – Grants Partnership: Below you will find a breakdown of additional CRF qualifying expenses for additional Police Department Wages and Benefits in lieu of Court Administrator Wages and Benefits that were determined to be non-compliant:

CRF Monitoring Expenses

Not in Compliance:

Court Administrator Wages and Benefits: \$10,873.20

CRF Eligible expenses that were

not previously funded:

Additional Police Department Wages and Benefits: \$10,873.20

Medina City Council previously determined the Medina City Police Officers to be substantially dedicated to mitigating or responding to the COVID-19 public health emergency. A portion of these expenditures were already charged as such and documentation for that was submitted and accepted by our Auditors.

## Keith Dirham

---

**From:** Paul.Mann@obm.ohio.gov  
**Sent:** Thursday, July 7, 2022 7:10 AM  
**To:** Keith Dirham  
**Cc:** Gene.Berry@obm.ohio.gov  
**Subject:** RE: City of Medina - Management Decision

Hello Keith,





That is correct, since the increase is small we feel comfortable accepting the swap without further information. The draft is acceptable, and you are good to go.

Thanks,

### Paul Mann, CPA

Program Administrator  
OBM Ohio Grants Partnership

Desk: 614 | 728-5473  
Fax: 614 | 388-9818

Follow #TeamOBM at:    

---

**From:** Keith Dirham <kdirham@medinaoh.org>  
**Sent:** Wednesday, July 6, 2022 1:53 PM  
**To:** Mann, Paul <Paul.Mann@obm.ohio.gov>  
**Subject:** FW: City of Medina - Management Decision

Mr Mann,

I have attached a DRAFT of Medina's letter as discussed on the call this morning. Based on Mr. Berry's comments it sounded like you did not need or want further documentation on the police salaries and wages because The City of Medina only charged a small portion of those costs to the CRF and because this swap of \$10,873.20 represents only a small increase relative to Medina's costs for Police Department wages and benefits. However, if this is incorrect please let me know.

If this draft is acceptable to you I will formally send it out as soon as you let me know.

Thank you,

Keith

---

**From:** [Gene.Berry@obm.ohio.gov](mailto:Gene.Berry@obm.ohio.gov) <[Gene.Berry@obm.ohio.gov](mailto:Gene.Berry@obm.ohio.gov)>  
**Sent:** Wednesday, July 6, 2022 12:02 PM  
**To:** Keith Dirham <[kdirham@medinaoh.org](mailto:kdirham@medinaoh.org)>  
**Cc:** Barbara Dzur <[bdzur@medinaoh.org](mailto:bdzur@medinaoh.org)>; Dennis Hanwell <[dhanwell@medinaoh.org](mailto:dhanwell@medinaoh.org)>; [Paul.Mann@obm.ohio.gov](mailto:Paul.Mann@obm.ohio.gov)  
**Subject:** FW: City of Medina - Management Decision

Keith,

Attached is an example you can use to draft your Note to the File. I would be sure to mention the City Council previously determined the Medina City Police Officers to be "substantially dedicated to mitigating or responding to the COVID-19 public health emergency" and the \$10,873.20 amount to be swapped was not already included in amounts paid from your local CRF fund.


If you have any other questions, just let us know.

I cc'd Paul Mann on this as if you have any questions the rest of this week, he can assist.

## Gene Berry

Financial Manager  
OBM Ohio Grants Partnership

Desk: 614 | 728 4661

Follow #TeamOBM at: 

---

**From:** Mann, Paul <[Paul.Mann@obm.ohio.gov](mailto:Paul.Mann@obm.ohio.gov)>  
**Sent:** Wednesday, July 6, 2022 11:20 AM  
**To:** Berry, Gene <[Gene.Berry@obm.ohio.gov](mailto:Gene.Berry@obm.ohio.gov)>  
**Cc:** Massey, Stacie <[Stacie.Massey@obm.ohio.gov](mailto:Stacie.Massey@obm.ohio.gov)>  
**Subject:** RE: City of Medina - Management Decision

Hi Gene,

Attached is an example of a note to the file you can send them.


Thanks,

## Paul Mann, CPA

Program Administrator  
OBM Ohio Grants Partnership

Desk: 614 | 728-5473

Fax: 614 | 388-9818

Follow #TeamOBM at: 

---

**From:** Berry, Gene <[Gene.Berry@obm.ohio.gov](mailto:Gene.Berry@obm.ohio.gov)>  
**Sent:** Wednesday, July 6, 2022 10:12 AM  
**To:** Mann, Paul <[Paul.Mann@obm.ohio.gov](mailto:Paul.Mann@obm.ohio.gov)>  
**Cc:** Massey, Stacie <[Stacie.Massey@obm.ohio.gov](mailto:Stacie.Massey@obm.ohio.gov)>  
**Subject:** City of Medina - Management Decision

Stacie – Meeting went well with City of Medina (as it is over already). They were fine w/swapping the costs for public safety payroll.

Paul – I am having him document via "note to the file" for the swapping of costs. Do you have an example that Medina City can use so they don't have to recreate the wheel? I figured you (or Neal) would have something for them to use. Let me know if you have something and can get it to me before I leave for the week at 1p.

Thanks!



Office of Budget  
and Management

## Gene Berry





Financial Manager  
OBM Ohio Grants Partnership

30 East Broad Street, 35<sup>th</sup> Floor  
Columbus, Ohio 43215

Desk: 614 | 728 4661

Fax: 614 | 388 9818

[Gene.Berry@obm.ohio.gov](mailto:Gene.Berry@obm.ohio.gov)

Follow #TeamOBM at:    

---

This e-mail transmission may contain privileged and/or confidential information. It is intended only for the use of the individual to whom it is addressed. If you have received this communication in error, please notify the sender at the above e-mail and delete this e-mail from your system. If you are not the intended recipient, you are hereby notified that any retention and/or dissemination of this information is strictly prohibited.

This message and any response to it may constitute a public record and thus may be publicly available to anyone who requests it.

---

This e-mail transmission may contain privileged and/or confidential information. It is intended only for the use of the individual to whom it is addressed. If you have received this communication in error, please notify the sender at the above e-mail and delete this e-mail from your system. If you are not the intended recipient, you are hereby notified that any retention and/or dissemination of this information is strictly prohibited.

This message and any response to it may constitute a public record and thus may be publicly available to anyone who requests it.

**CAUTION:** This is an external email and may not be safe. If the email looks suspicious, please do not click links or open attachments and forward the email to [csc@ohio.gov](mailto:csc@ohio.gov) or click the Phish Alert Button if available.

---

This e-mail transmission may contain privileged and/or confidential information. It is intended only for the use of the individual to whom it is addressed. If you have received this communication in error, please notify the sender at the above e-mail and delete this e-mail from your system. If you are not the intended recipient, you are hereby notified that any retention and/or dissemination of this information is strictly prohibited.

This message and any response to it may constitute a public record and thus may be publicly available to anyone who requests it.

Batch Number  
(Finance use only)

RCA Number  
(Council use only)

RCA 22-168-8/22  
Finance  
NO. 2022-020  
(Finance use only)

REQUEST FOR APPROPRIATION ADJUSTMENT

TYPE OF ADJUSTMENT  
(CHECK ONE)

ADMINISTRATIVE  
FINANCE COMMITTEE  
COUNCIL

  X    
  X  

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS
		106-0101-53321	Maintenance of Equipment	355.00		X

EXPLANATION:  
  
Reimbursement for tow payment Requisition 22-25 5/12/12 to Transcounty Towing.

DEPARTMENT HEAD:   ERK   DATE:   7/25/2022  

MAYOR'S APPROVAL:  
(WHEN NECESSARY) \_\_\_\_\_

-----

COUNCIL/COMMITTEE ACTION: ✓

APPROVED: \_\_\_\_\_

DENIED: \_\_\_\_\_

RETURNED FOR EXPLANATION: \_\_\_\_\_

RETURNED TO USE EXISTING ACCOUNT FUNDS: \_\_\_\_\_

ORD. NO.   153-22  

CLERK OF COUNCIL/DATE \_\_\_\_\_ ROUTING: ORIGINAL TO FINANCE  
COPY TO DEPT. HEAD  
COPY TO COUNCIL





Batch Number  
(Finance use only)  
Batch Posted?

\_\_\_\_\_  
\_\_\_\_\_

RCA Number  
(Council use only)

*RCA 22-168-8/22*  
*Finance.*

**REQUEST FOR APPROPRIATION ADJUSTMENT**

NO. 2022-022  
(Finance use only)

TYPE OF ADJUSTMENT  
(CHECK ONE)

ADMINISTRATIVE  
FINANCE COMMITTEE  
COUNCIL

\_\_\_\_\_  
X  
X

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS	REASON
103-0610-53312		103-0610-50111	ST HWY - SALARIES & WAGES	70,000.00	x		To Cover Salaries
103-0610-53312		103-0610-51121	ST HWY-EMPLOYEE RETIREMENT	80,000.00	x		To Cover Salaries
103-0610-53312		103-0610-51126	ST HWY-MEDICARE	1,000.00	x		To Cover Salaries
108-0610-54411		108-0689-54414	#1080 S PROSPECT RECONSTRUCTION	930,013.00	x		S Prospect Job #1080
171-0743-52214	ARPA - PUBLIC BLDG/ADVERT	171-0110-53315	ARPA - FIRE - TOOLS / MINOR EQUIP	8,500.00	x		ARPA appropriations
171-0743-52214	ARPA - PUBLIC BLDG/ADVERT	171-0210-53315	ARPA - CEMETERY - TOOLS / MINOR EQUIPMENT	46,000.00	x		ARPA appropriations
171-0743-52214	ARPA - PUBLIC BLDG/ADVERT	171-0533-53313	ARPA - WTP - OPERATING SUPPLIES	90,000.00	x		ARPA appropriations
171-0743-52214	ARPA - PUBLIC BLDG/ADVERT	171-0610-54411	ARPA - ST REPAIR - LAND IMPROVEMENTS	80,000.00	x		ARPA appropriations
171-0743-52214	ARPA - PUBLIC BLDG/ADVERT	171-0748-56633	ARPA - ECON DEV - SMALL BUSINESS GRANTS	200,000.00	x		ARPA appropriations
			Total increases to fund:				
			Total reductions to fund:				
			Total transfers within fund:	1,505,513.00			

EXPLANATION:

\_\_\_\_\_

DEPARTMENT HEAD: Keith Dirham / Lori Bowers

DATE: 08.11.22

MAYOR'S APPROVAL:  
(WHEN NECESSARY) \_\_\_\_\_

DATE: \_\_\_\_\_

COUNCIL/COMMITTEE ACTION:

APPROVED: \_\_\_\_\_  
DENIED: \_\_\_\_\_  
RETURNED FOR EXPLANATION: \_\_\_\_\_  
RETURNED TO USE EXISTING ACCOUNT FUNDS: \_\_\_\_\_

ORD. NO. 153-22

CLERK OF COUNCIL/DATE

ROUTING: ORIGINAL TO FINANCE  
COPY TO DEPT. HEAD  
COPY TO COUNCIL

Batch Number  
(Finance use only)  
Batch Posted?

RCA Number  
(Council use only)

*RCA 22-168-8/22*  
*Finance*

REQUEST FOR APPROPRIATION ADJUSTMENT

TYPE OF ADJUSTMENT  
(CHECK ONE)

ADMINISTRATIVE  
FINANCE COMMITTEE  
COUNCIL

NO. 2022-023  
(Finance use only)

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS	REASON
		001-0101-53321	POLICE - MAINT OF EQUIP	1,000.00		x	to cover negative
		001-0210-50111	Cem - Salaries and wages	7,007.32		x	to appropriate donation from Friends of the Cemetery
		001-0210-51121	Cem - Retirement	800.00		x	to appropriate donation from Friends of the Cemetery
		001-0210-51122	Cem - Hospitalization	6,600.00		x	to appropriate donation from Friends of the Cemetery
		001-0707-56611	Gen Admin - transfer out	10,873.20		x	CRF adjustment \$10,873.20
		001-0707-56615	Gen Admin - Advances out	178,125.00		x	Adv for Airport project #1133 - narrative / alp update
		108-0610-56615	Street fund - Advance out	493,940.00		x	new approp for Job #1080 - adv to 380 fund
		108-0808-55511	Principal - St Debt Svc	245,000.00		x	to cover debt payments
		108-0808-55512	Interest - St Debt Svc	175,000.00		x	to cover debt payments
		109-0652-54411	IMPROVEMENTS - STATE SHARE	9,375.00		x	Airport narrative update / alp update
		109-0658-56615	Advance out - FY19 airport	(14,950.00)		x	reduce appropriations
		109-0705-50111	PROB SUPER - SALARIES & WAGES	95,572.50		x	probation grant 22/23
		109-0705-50112	PROB SUPER - ot	500.00		x	probation grant 22/23
		109-0705-50114	PROB SUPER - HOLIDAY TIME	4,000.00		x	probation grant 22/23
		109-0705-50115	PROB SUPER-VACATION TIME	3,000.00		x	probation grant 22/23
		109-0705-50116	PROB SUPER-sick	5,000.00		x	probation grant 22/23
		109-0705-50117	PROB SUPER-longevity	1,080.00		x	probation grant 22/23
		109-0705-51121	PROB SUPER-EMPLOYEE RETIREMENT	10,000.00		x	probation grant 22/23
		109-0705-51123	PROB SUPER-wc	1,000.00		x	probation grant 22/23
		109-0705-51126	PROB SUPER-MEDICARE	2,000.00		x	probation grant 22/23
		109-0755-50111	JRIG-Salaries	20,350.44		x	Jrig grant 22/23
		109-0755-50114	JRIG-Holiday	1,000.00		x	Jrig grant 22/23
		109-0755-50115	JRIG-VACATION	1,000.00		x	Jrig grant 22/23
		109-0755-50116	JRIG-SICK TIME	2,000.00		x	Jrig grant 22/23
		109-0755-51121	JRIG-Retirement	2,000.00		x	Jrig grant 22/23
		109-0755-51122	JRIG-HOSPITALIZATION	40,000.00		x	Jrig grant 22/23
		109-0755-51126	JRIG-medicare	250.00		x	Jrig grant 22/23
		109-0757-50111	SPECIALIZED DOCKET - VETERAN'S COURT - SALARIES	25,000.00		x	To appropriate grant recd for FY 2023
		109-0757-50115	SPECIALIZED DOCKET - VETERAN'S COURT - vacation	2,000.00		x	To appropriate grant recd for FY 2024
		109-0757-50116	SPECIALIZED DOCKET - VETERAN'S COURT - SICK	2,000.00		x	To appropriate grant recd for FY 2025
		109-0757-51122	VETERAN'S COURT - EMPLOYEE HOSPITALIZATION	11,000.00		x	To appropriate grant recd for FY 2026
		109-0757-51129	VETERAN'S COURT - PERSONAL SERVICES	5,000.00		x	To appropriate grant recd for FY 2027
		109-0757-52226	SPECIALIZED DOCKET - VETERAN'S COURT - Prof Svcs	15,000.00		x	To appropriate grant recd for FY 2028
		109-0757-53315	VETERAN'S COURT - Tools / Minor	15,000.00		x	To appropriate grant recd for FY 2029



# REQUEST FOR COUNCIL ACTION

No. RCA 22-169-8/22  
Committee: Fin. + Council

FROM: Keith Dirham, Finance Director  
Lori Bowers, Deputy Finance Director  
DATE: August 11, 2022  
SUBJECT: Transfer Request – Railroad Fund

## SUMMARY AND BACKGROUND:

The Finance Department respectfully requests Council to authorize the Finance Director to transfer \$10,000 from the General Fund (#001) to the Railroad Fund (#145) for the City's share of the railroad operation.

Refer to Ordinance No. 122-22 (Memorandum of Understanding) for further information.

Estimated Cost: \$10,000  
Suggested Funding: General Fund  
Sufficient funds in Account No.: 001-0707-56611  
Transfer needed: From Account No.:  
To Account No.:

NEW APPROPRIATION needed in Account No.:

Emergency Clause Requested: No

Reason:

---

## COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

Ord. 152-22  
8/22/22

**REQUEST FOR COUNCIL ACTION**

RCA  
No. 22-170-8/22

Committee: Fin + Council

FROM: Keith Dirham, Finance Director  
Lori Bowers, Deputy Finance Director  
DATE: August 11, 2022  
SUBJECT: Transfer Request – MCRC Capital Contribution

**SUMMARY AND BACKGROUND:**

The Finance Department requests Council to authorize the Finance Director to transfer \$10,000 from the MCRC Operating Fund (#574) to the MCRC Capital Fund (#575) in accordance with the Joint Operating Agreement between the City of Medina and the Medina City School District, passed by Medina City Council on July 9, 2001, via Ordinance No. 101-01, and amended on November 25, 2013, via Ordinance No. 191-13 and amended on July 11, 2022, via Ordinance No. 143-22..

Estimated Cost: \$10,000  
Suggested Funding: MCRC Operating Fund #574  
Sufficient funds in Account No.:  
Transfer needed: From Account No.:  
To Account No.:

NEW APPROPRIATION needed in Account No.: 574-0350-56611 see AP 2022-023

Emergency Clause Requested: No

Reason:

**COUNCIL USE ONLY:**  
Committee Action/Recommendation:

Council Action Taken:

Ord./Res. Ord. 152-22  
Date: 8/22/22

# REQUEST FOR COUNCIL ACTION

No. RCA 22-171-8/22

Committee: Finance + Council

FROM: Keith Dirham, Finance Director  
Lori Bowers, Deputy Finance Director  
DATE: August 11, 2022  
SUBJECT: Annual Transfer Request – Parking Fund

## SUMMARY AND BACKGROUND:

The Finance Department respectfully requests Council to authorize the Finance Director to transfer \$70,000 from the General Fund (#001) to the Parking Fund (#140) to cover operating expenses.

Estimated Cost: \$70,000

Suggested Funding: General Fund

Sufficient funds in Account No.: 001-0707-56611

Transfer needed: From Account No.:  
To Account No.:

NEW APPROPRIATION needed in Account No.:

Emergency Clause Requested: No

Reason:

---

## COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

152-22  
8/22/22

# REQUEST FOR COUNCIL ACTION

No. RCA 22-172-8/27  
Committee: Finance + Council

FROM: Keith Dirham, Finance Director  
Lori Bowers, Deputy Finance Director  
DATE: August 11, 2022  
SUBJECT: Advance Request

## SUMMARY AND BACKGROUND:

The Finance Department respectfully requests Council to authorize the Finance Director to make the following fund advances:

Advance From:	Advance To:	Amount	Purpose
General Fund (#001)	Misc Grants (#109)	\$9,375	N Taxiway Extension Airport 109-0652
General Fund (#001)	Federal Airport Grant (#147)	\$168,750	N Taxiway Extension Airport 147-0652

These advances (loans) are necessary to cover expenditures until the City receives reimbursement from the grantor agency.

Estimated Cost: \$178,125 from the General Fund. General Fund to be reimbursed once grant funds are received.

Suggested Funding: See above.

Sufficient funds in Account No.:

Transfer needed: From Account No.:  
To Account No.:

NEW APPROPRIATION needed in Account No.: Refer to Appropriation Adjustment #2022-023

Emergency Clause Requested: No

Reason:

---

## COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

Ord. 154-22 ✓  
8-22-22



**REQUEST FOR COUNCIL ACTION**

No. RCA 22-173-8/22  
Committee: Finance + Council

FROM: Keith Dirham, Finance Director  
Lori Bowers, Deputy Finance Director  
DATE: August 11, 2022  
SUBJECT: Advance Request

**SUMMARY AND BACKGROUND:**

The Finance Department respectfully requests Council to authorize the Finance Director to make the following fund advances:

Advance From:	Advance To:	Amount	Purpose
Street / Stormwater (#108)	Grant Fund (#380)	\$493,940	OPWC-S Prospect Reconstruction

These advances (loans) are necessary to cover expenditures until the City receives reimbursement from the grantor agency and / or when the fund has enough to repay.

Estimated Cost: \$493,940 from the Street / Stormwater Fund. Fund to be reimbursed once grant funds are received.

Suggested Funding: See above.

Sufficient funds in Account No.:

Transfer needed: From Account No.:  
To Account No.:

NEW APPROPRIATION needed in Account No.: 108-0610-56615

refer to app:2022-023

Emergency Clause Requested: No

Reason:

**COUNCIL USE ONLY:**

Committee Action/Recommendation:  
Council Action Taken:

Ord./Res.  
Date:

Ord. 154-22  
8-22-22

**REQUEST FOR COUNCIL ACTION**

No. RCA 22-174.8/22  
Committee: Finance

FROM: Keith Dirham, Finance Director  
Lori Bowers, Deputy Finance Director

DATE: August 11, 2022

SUBJECT: Establish New Fund – Special Projects Fund – OneOhio Opioid Settlement Fund

**SUMMARY AND BACKGROUND:**

The Finance Department respectfully requests Council to authorize the Finance Director to create the following special revenue fund:

#153 OneOhio Opioid Settlement Fund (Special Revenue Fund)

ORC Code 5705.09(F), authorizes the creation of this fund.

Estimated Cost:

Suggested Funding:

Sufficient funds in Account No.:

Transfer needed: From Account No.:  
To Account No.:

NEW APPROPRIATION needed in Account No.:

Emergency Clause Requested: No

Reason:

---

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

# OHIO AUDITOR OF STATE KEITH FABER



---

## Auditor of State Bulletin Bulletin 2022-003

---

**DATE ISSUED:** March 10, 2022

**TO:** All County, City, Township, Village Officials and Independent Public Accountants

**FROM:** Keith Faber  
Ohio Auditor of State

**SUBJECT:** OneOhio Opioid Settlement

Ohio reached an \$808 million agreement with the three largest distributors of opioids. The state developed the OneOhio plan, a mechanism to ensure that any money from a negotiated settlement is distributed fairly to the communities hit hardest by the opioid crisis.

The settlement agreement allocates 30% to local governments (LG Share), 55% to a foundation that will distribute funds to projects, and 15% to the Office of the Ohio Attorney General as Counsel for the State of Ohio. This bulletin will focus on the allocation of settlement proceeds provided directly to local governments in the LG Share.

The purpose of this bulletin is to emphasize the separate accountability and accounting guidance for the LG Share of the OneOhio Opioid Settlement Funds (OneOhio Funds).

### **Approved Uses of the Local Government Share**

OneOhio Funds must be utilized in a manner consistent with the “Approved Purposes” definition in the OneOhio memorandum of understanding (MOU). According to the MOU, the Funds must be used for “evidence-based forward-looking strategies, programming and services used to (i) expand the availability of treatment for individuals affected by substance use disorders, (ii) develop, promote and provide evidence-based substance use prevention strategies, (iii) provide substance use avoidance and awareness education, (iv) decrease the oversupply of licit and illicit opioids, and (v) support recovery from addiction services performed by qualified and appropriately licensed providers[.]”

Additionally, Exhibit A of the MOU sets forth agreed Ohio Opioid Abatement Strategies.

The Ohio Opioid Abatement Strategy includes three main components:

1. **Strategies for Community Recovery:** Included but not limited to prevention, treatment, recovery support and community recovery projects (examples include child welfare, law enforcement strategies and other infrastructure supports). These strategies have a hyper-local focus that allows communities to collaborate and expand necessary services to their community.
2. **Strategies for Statewide Innovation & Recovery:** Included but not limited to strategies included in Community Recovery Component but also projects that promote statewide change and regional development for prevention, treatment, recovery supports and community recovery (examples include regional treatment hubs, drug task forces, data collection and dissemination). This component also includes research and development to understand how to better serve individuals and families in Ohio.
3. **Strategies for Sustainability:** Ohio's addiction and mental health epidemic was not created overnight, and it will not go away immediately. By collaborating to share resources and knowledge, Ohio's state and local communities can build a sustainable financing strategy and infrastructure to reverse the damage that has been done and prevent future epidemics and crises.

The LG Share of the OneOhio Funds can also be used for past expenditures that are consistent with the approved purposes definition.

#### **Accounting for the Local Government Share**

Ohio Rev. Code §5705.09(F) requires subdivisions to establish separate funds for each class of revenue derived from a source other than the general property tax, which the law requires to be used for a particular purpose. Additionally, Ohio Rev. Code §5705.10(I) states that money paid into a fund must be used only for the purposes for which such fund is established.

Before the local government receives its portion from the state, the Auditor of State (AOS) recommends that each participating subdivision accepting the Funds provide by a written ordinance or resolution that the LG Share of the OneOhio Funds shall be placed in a separate fund and used only for the approved purposes as required by the OneOhio MOU. As the special fund is created under Ohio Rev. Code § 5705.09(F), local governments do not need to seek AOS approval for establishing this new fund.

AOS recommends that each participating subdivision accepting OneOhio Funds clearly document their rationale for each expenditure. This documentation is best provided by legislation adopted by the entity's legislative body explaining how the expenditure meets the approved purposes definition of the OneOhio MOU. To aid in our future audit work, we also ask that each expenditure be carefully tracked and adequate documentation of the expenditure be maintained.

For any expenditures previously made by a local government that are eligible for reimbursement with moneys from the LG Share, the local government must pass an ordinance or resolution that identifies

the prior expenditures and explains its determination that expenditures are for approved purposes consistent with the OneOhio MOU.

If local governments are using OneOhio Opioid Settlement dollars to reimburse expenditures from another fund, local governments have two options:

**Reallocation method** - Local governments should receipt the OneOhio Opioid Settlement dollars into the special revenue fund. If the original expenditure was made in the same fiscal year, the local government can reallocate the original expenditure from the original fund to the special revenue fund. Local governments should maintain documentation to support the reallocation. Local governments on the Uniform Accounting Network (UAN) system should refer to UAN for information on how to properly handle reallocations of expenditures in the UAN system. For guidance UAN provided to users to reallocate/reimburse receipts and expenditures using Coronavirus Relief Fund awards, click [here](#). Similar steps will apply to OneOhio Opioid Settlement dollars.

**Invoice method** - Local governments should receipt the OneOhio Opioid Settlement dollars into the special revenue fund. Management should prepare a detailed invoice documenting the fund that reported the original expenditure of allowable cost(s) (Original Fund), charge the invoice to the OneOhio Opioid Settlement Fund, and record a reduction of the appropriate expenditure if the reimbursement is within the same fiscal year as the original expenditure. Miscellaneous revenue may be a better choice if the reimbursement relates to a prior fiscal year. Some judgment may be needed to determine the best presentation of these amounts in each particular circumstance. Local governments should charge the appropriate functions/objects within the OneOhio Opioid Settlement Fund based on the billing received from the Original Fund. This method is most useful when the original expenditures were made in one year and receipt of the OneOhio Opioid dollars money didn't occur until the following year.

The AOS encourages recipients of OneOhio Funds to consult with their legal counsel as they plan to utilize the Funds.

### Questions

This bulletin is not intended to answer all questions that local governments may have. AOS will continue to provide updated guidance.

If you have any questions regarding the information presented in the Bulletin, please contact the Center for Audit Excellence at the Auditor of State's Office at (800) 282-0370.



Keith Faber  
Ohio Auditor of State

OK  
2-14-2022

# REQUEST FOR COUNCIL ACTION

No. KCA 22-175-8/22

FROM: Kimberly Marshall

Committee- Finance

DATE: July 14, 2022

SUBJECT: Job Creation Grant Payment for Carlisle Brake & Friction / Friction Products

## SUMMARY AND BACKGROUND:

This Request is to authorize a job creation grant payment to Carlisle Brake & Friction known as Friction Products for tax year 2021 in the amount of \$51,750.06 for two job creation grants as follows:

- JCG13-Carlisle Brake & Friction 17 in the amount of \$18,750.06 and
- JCG21-Carlisle Brake & Friction 20 in the amount of \$33,000.00

These grants are a result of two expansion projects. The first one was for their warehouse, production, employee welfare areas and machinery and equipment investments. The second one was for their relocation of the Solon HQ to Medina.

Based on the grant commitments, the company should have 374 full time employees. At the end of 2021 they were at 386 employees. The monitoring meeting was held with the company on July 13, 2022 and the company now has 403 employees. They have exceeded both the employee goal and payroll goals accordingly. Information has been verified by RITA.

The company is doing well, however, like all companies they still have challenges with supply chain and hiring and continue to work through those issues. I am respectfully requesting council to authorize this job creation grant payment.

As a reminder, funding for these grants comes from non-income tax generated revenues.

### Suggested Funding:

- Sufficient funds in Account No. 001-0749-56630
- Transfer needed from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_
- NEW APPROPRIATION needed in Account No. \_\_\_\_\_

Emergency Clause Requested: NO  
Reason:

---

## COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

**JCG13-Carlisle Brake & Friction 17**  
**For Tax Years 2021**

---

Projected New Payroll	\$ 3,000,010.00	\$ -
Actual new Payroll	\$ 6,113,902.00	\$ -
Percentage	203.80%	#DIV/0!
Maximum basis	125.00%	125.00%
Base Payroll	\$ 3,750,012.50	#DIV/0!
W/H Tax Rate	1.25%	1.25%
Payroll W/H Tax*	\$ 46,875.16	#DIV/0!
Max Per Agreement	40.00%	40.00%
Reduction		0.00%
Grant	40.00%	40.00%
Amt of Grant	\$ 18,750.06	#DIV/0!

**JCG21-Carlisle Brake & Friction  
For Tax Years 2021**

---

Projected New Payroll	\$ 5,558,693.00	\$ -
Actual new Payroll	\$ 6,600,000.00	\$ -
Percentage	118.73%	#DIV/0!
Maximum basis	125.00%	125.00%
Base Payroll	\$ 6,600,000.00	#DIV/0!
W/H Tax Rate	1.25%	1.25%
Payroll W/H Tax*	\$ 82,500.00	#DIV/0!
Max Per Agreement	40.00%	40.00%
Reduction		0.00%
Grant	40.00%	40.00%
Amt of Grant	\$ 33,000.00	#DIV/0!



**REQUEST FOR COUNCIL ACTION**

No. RCA 22-176-8/22  
Committee: Finance

**FROM:** Keith H. Dirham  
**DATE:** Thursday, July 21, 2022  
**SUBJECT:** Adjustments to Purchase Orders and Budgets due to Fuel costs

**SUMMARY AND BACKGROUND:**

As everyone knows fuel costs in 2022 have far exceeded expectations at the time budgets were prepared. Therefore, nearly every department that uses fuel will be short this year. The attached sheets breaks these shortages down by line item. The shortfall in Purchase Orders is \$379,177.86 and the shortfall in budgets is \$307,281.96. I request that Council approve these increases.

Once Committee approval is obtained, this will become four separate ordinances:

1. An increase on various lines for the purchase order for fuel from Shell
2. An increase on various lines for the purchase order for fuel from Centerra
3. An increase on line 574-0650-53314 for the purchase order for fuel from Epic Aviation
4. A budget adjustment on various lines to cover all of the above.

**Estimated Cost:**

**Suggested Funding:**

- sufficient funds in Account No.
- transfer needed from Account No. to Account No.
- NEW APPROPRIATION needed in Account No.

**Emergency Clause Requested:** Yes

**Reason:** Some accounts will run out of money on current PO by the time August fuel is paid for in September.

**COUNCIL USE ONLY:**

**Committee Action/Recommendation:**

**Council Action Taken:**

**Ord./Res.**  
**Date:**

Summary Sheet

Account Number	Description	Budget	Net Expense	Encumbrance	Account Balance	Amt needed for rest of year	PO Adjustments (Amount needed for rest of year less encumbrance)	Existing Account Balance	Net change requiring budget increase
001-0210-53314	Cemetery	\$ (7,080.62)	\$ 3,521.32	\$ 1,559.30	\$ 2,000.00	\$ 5,281.98	\$ 3,722.68	\$ 2,000.00	\$ 1,722.68
001-0410-53314	Planning	\$ (2,261.09)	\$ 723.78	\$ 868.65	\$ 668.66	\$ 1,085.67	\$ 217.02	\$ 668.66	\$ 1,722.68
001-0420-53314	Shade tree	\$ (9,446.83)	\$ 4,130.28	\$ 4,266.55	\$ 1,050.00	\$ 6,195.42	\$ 1,928.87	\$ 1,050.00	\$ 878.87
001-0430-53314	Building	\$ (8,476.73)	\$ 1,978.80	\$ 1,098.93	\$ 5,399.00	\$ 2,968.20	\$ 1,869.27	\$ 5,399.00	\$ 878.87
001-0705-53314	Muni Court	\$ (9,432.33)	\$ 2,398.84	\$ 1,333.49	\$ 5,700.00	\$ 3,598.26	\$ 2,264.77	\$ 5,700.00	\$ 878.87
001-0741-53314	Service Dir	\$ (4,338.08)	\$ 2,824.51	\$ 1,138.57	\$ 375.00	\$ 4,236.77	\$ 3,098.20	\$ 375.00	\$ 2,723.20
001-0742-53314	Engineer	\$ (11,607.22)	\$ 1,920.16	\$ 1,887.06	\$ 7,800.00	\$ 2,880.24	\$ 993.18	\$ 7,800.00	\$ 2,723.20
102-0610-53314	Street Repr	\$ (61,610.61)	\$ 36,599.93	\$ 18,610.68	\$ 2,800.44	\$ 54,899.90	\$ 36,289.22	\$ 2,800.44	\$ 33,488.78
104-0301-53314	Park Maint	\$ (31,011.78)	\$ 19,337.61	\$ 10,674.17	\$ 1,000.00	\$ 29,006.42	\$ 18,332.25	\$ 1,000.00	\$ 17,332.25
106-0101-53314	Police	\$ (82,642.75)	\$ 64,025.24	\$ 13,069.00	\$ 5,548.51	\$ 96,037.86	\$ 82,968.86	\$ 5,548.51	\$ 77,420.35
107-0110-53314	Fire	\$ (36,221.25)	\$ 15,203.01	\$ 11,710.89	\$ 9,307.35	\$ 22,804.52	\$ 11,093.63	\$ 9,307.35	\$ 1,786.28
144-0730-53314	Cable	\$ (281.74)	\$ 126.34	\$ 105.40	\$ 50.00	\$ 189.51	\$ 84.11	\$ 50.00	\$ 34.11
513-0533-53314	Water	\$ (23,711.16)	\$ 16,768.21	\$ 3,897.76	\$ 3,045.19	\$ 25,152.32	\$ 21,254.56	\$ 3,045.19	\$ 18,209.37
514-0543-53314	Sanitation	\$ (160,160.10)	\$ 118,940.48	\$ 17,019.62	\$ 24,200.00	\$ 178,410.72	\$ 161,391.10	\$ 24,200.00	\$ 137,191.10
547-0650-53314	Airport	\$ (76,795.87)	\$ 36,418.80	\$ 30,081.20	\$ 10,295.87	\$ 54,628.20	\$ 24,547.00	\$ 10,295.87	\$ 14,251.13
574-0350-53314	Rec Center	\$ (500.00)	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -
574-0357-53314	Programs	\$ (500.00)	\$ -	\$ -	\$ 400.00	\$ -	\$ (100.00)	\$ 400.00	\$ -
676-0746-53314	Mechanic	\$ (14,626.79)	\$ 6,748.25	\$ 899.21	\$ 6,979.33	\$ 10,122.38	\$ 9,223.17	\$ 6,979.33	\$ 2,243.84
		\$ (540,704.95)	\$ 331,665.56	\$ 118,320.48	\$ 87,119.35	\$ 497,498.34	\$ 379,177.86	\$ 87,119.35	\$ 307,281.96

RCA 22-177-8/22  
Finance Only

**City of Medina**

**Board of Control/Finance Committee Approval**

**Administrative Code: 141**

182 v'  
8-15-2022

- Department Heads can authorize expenditures up to \$1,500.00 (requisition)
- Board of Control authorizes expenditures from \$1,500.01 to \$15,000.00 (BOC form).
- Finance Committee authorizes expenditures from \$15,000.01 to \$25,000.00 (BOC form).
- Council authorizes expenditures/bids over \$25,000.00 (RCA form). Board of Control awards all bids, unless otherwise specified in authorizing ordinance. (Ord. 101-05)

Date: 8/15/2022

Department: Forestry

Amount: \$10,000.00

B.O.C. Approval Date: \_\_\_\_\_  
(Finance Use Only)

Account Number: 001-0420-54411

Vendor: Davis Tree Farm & Nursery, Inc. D00120

Department head/Authorized signature: \_\_\_\_\_  


Item/Description:

Increase p.o. 22-0517 for annual fall planting

P.O. new total not to exceed \$25,000.00

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

Date Approved/Denied by Finance Committee: \_\_\_\_\_

Date to Finance: \_\_\_\_\_

Clerk of council \_\_\_\_\_

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

Thank you.



**City of Medina**  
 132 North Elmwood Ave  
 P.O. Box 703  
 Medina, OH 44258

**PURCHASE ORDER**

Page: 1  
 P.O. Number: 2022000517  
 P.O. Date: 01/01/2022  
 Req. Number: 2022-FOR-0028

**Deliver To** FORESTRY DEPARTMENT  
 CITY OF MEDINA  
 132 N ELMWOOD AVE  
 MEDINA OH 44256

Requested By: Lilly Selva  
 Blanket Type: RB  
 Ship Via:  
 Terms:

**Vendor** D00120  
 DAVIS TREE FARM & NURSERY INC  
 6126 NEFF RD  
 VALLEY CITY, OH 44280-9530

TERMS:  
 1. City of Medina is exempt from excise or sales tax.  
 2. Purchase order number must appear on all invoices, packages, packing slips, shipping papers and all other correspondence.  
 3. Delivery must be prepaid to destination shown above or billed to same.  
 4. No change may be made in this order without consent of the Director of Finance.  
 DO NOT DUPLICATE THIS ORDER

FID# 34-6001856

Line	Description	Account	Qty	Unit	Price/Unit	Amount
BOC APPROVED 12/13/21						

Accounting

002	RB-TREES-SPRING/FALL PLANTING	001-0420-54411				\$15,000.00
					4/15 110898	8,379.00
						<u>6621.00</u>

Purchase Order Total: \$15,000.00

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

*Keith A. Dvornik*

1/7/2022

Director of Finance

Date

# REQUEST FOR COUNCIL ACTION

No. RCA 23-178-8/22  
Committee: Finance

**FROM:** Andrew Dutton  
**DATE:** 7/21/22  
**SUBJECT:** Code Amendment – Wholesale Use

## SUMMARY AND BACKGROUND:

Sections 1137.02 and 1137.04 of the Planning and Zoning Code regulate Principally Permitted Uses and Conditionally Permitted Uses in the C-3 (General Commercial) zoning district.

The proposed amendment removes “Wholesale Establishments” from Principally Permitted Uses allowed in Section 1137.02. The amendment also adds Wholesale Establishments as a Conditionally Permitted Use when smaller than 10,000 sq. ft. in size in Section 1137.04.

The amendment has been requested as large-scale Wholesale Establishments, as defined, are similar to warehousing and distribution centers and are more appropriate for industrial areas. Wholesale Establishments continue to be a Principally Permitted Use in the I-1 (Industrial) zoning district.

Per Section 1107.06(c), the Planning Commission must make a recommendation to City Council regarding amendments to the Planning and Zoning Code. The Planning Commission reviewed the proposed amendment at their regular meeting on July 14, 2022, and unanimously recommended approval.

Per Section 1107.06(d), the proposed amendment will require a public hearing before City Council.

**Estimated Cost:** -

**Suggested Funding:** -

- sufficient funds in Account No.
- transfer needed from Account No. to Account No.
- NEW APPROPRIATION needed in Account No.

**Emergency Clause Requested:** No  
**Reason:** -

---

## COUNCIL USE ONLY:

**Committee Action/Recommendation:**  
**Council Action Taken:**

**Ord./Res.**  
**Date:**



## **CITY OF MEDINA**

**Community Development Department**

132 N. Elmwood Ave. Medina, OH 44256

Phone: 330-722-9056 Fax: 330-764-4385

### **MEMORANDUM**

**DATE:** July 7, 2022

**TO:** Planning Commission

**FROM:** Andrew Dutton, Community Development Director

**SUBJECT:** Amendments to Sections 1137.02 and 1137.04

Attached with this memo are proposed amendments to Sections 1137.02 and 1137.04 of the City of Medina Codified Ordinances. The sections regulate principally permitted uses and conditionally permitted uses in the C-3 (General Commercial) zoning district.

The purpose of the amendments is to require that Wholesale Establishments in the C-3 zoning district, as defined below, must be approved through the conditional permitted use review process, per Chapter 1153. In addition, the amendments limit Wholesale Establishments to less than 10,000 sq. ft. in area in the C-3 zoning district.

1105.0168 Wholesale Establishment - "Wholesale establishment" means an establishment engaged in selling merchandise to retailers; industrial, commercial, institutional or professional business users; to other wholesalers; or acting as agents or brokers and buying merchandise for, or selling merchandise to, such individuals or companies.

To staff's knowledge, there is currently one Wholesale Establishment operating in the C-3 zoning district. The use is small in scale, under 2,000 sq. ft., and is located in a rear tenant space of a multi-tenant building. To note, Wholesale Establishments are a principally permitted use in the I-1 (Industrial) zoning district, which is the appropriate zoning district for large-scale Wholesale Establishments.

Please let me know if you have any questions regarding the proposed amendments.

**CHAPTER 1137**  
**C-3 General Commercial District**

**1137.02 PRINCIPALLY PERMITTED USES.**

The following uses shall be permitted in the C-3 General Commercial District:

Residential	Public/Semi-Public	Commercial
...	...	...
		Retail less than 80,000 square feet in size
		Veterinary Office or Hospital in Enclosed Building
		<del>Wholesale Establishments</del>

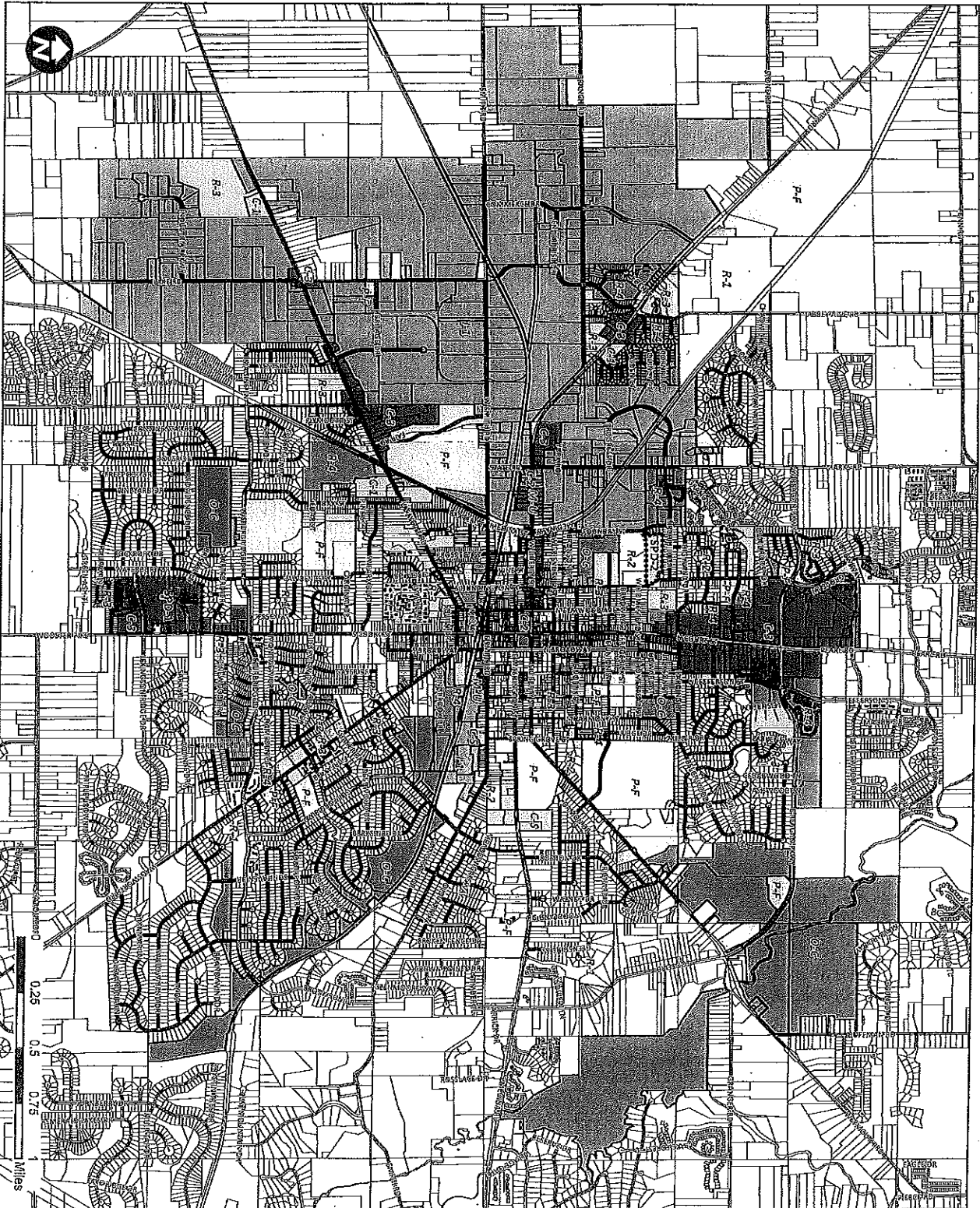
**1137.04 CONDITIONALLY PERMITTED USES.**

The following uses shall be permitted as conditionally permitted uses in the C-3 General Commercial District subject to the requirements of Chapter 1153, Conditional Uses. Numerical identification after each item corresponds to specific standards in Section 1153.04, Conditionally Permitted Use Regulations.

Residential	Public/Semi-Public	Commercial
...	...	...
		Retail larger than 80,000 square feet in size
		Sexually Oriented Business <sup>36</sup>
		<i>Wholesale Establishments smaller than 10,000 square feet in size</i>

# City of Medina Official Zoning Map

Zoning District	
	O-C (Open Space Conservation)
	R-1 (Low Density Residential)
	R-2 (Medium Density Residential)
	R-3 (High Density Urban Residential)
	R-4 (Multi-Family Residential)
	M-U (Multi-Use)
	P-F (Public Facilities)
	C-5 (Commercial Services)
	C-1 (Local Commercial)
	C-2 (Central Business)
	C-3 (General Commercial)
	I-1 (Industrial)
	Special Planning District



Effective: 7/13/22  
(Ordinance 93-22)





**REQUEST FOR COUNCIL ACTION**

No. RCA 22-179-8/22

FROM: Keith H. Dirham, Finance Director  
Lilly Selva, Accounts Payable

Committee: Finance + Council

DATE: July 25, 2022

SUBJECT: Increase Epic Aviation PO #22-684 from \$66,500.00 to \$133,000.00

**SUMMARY AND BACKGROUND:**

The Finance Department respectfully requests Council authorize a \$66,500 increase to EPIC Aviation LLC PO# 22-684 for the purchase of Jet-A fuel at the Medina Municipal Airport for the remainder of 2022, accounting for rising fuel costs. NOTE: Through June 2022, the City paid EPIC Aviation \$36,418.80 for Jet-A fuel.

Estimated Cost: \$66,500.00

Suggested Funding: Medina Municipal Airport Fund

- sufficient funds in Account No. 547-0650-53314
- transfer needed from Account No. to Account No.
- NEW APPROPRIATION needed in Account No.

Emergency Clause Requested: Yes

Reason: Fuel is being ordered week of August 1<sup>st</sup>. Expecting next invoice soon thereafter.

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

Ord. 147-22  
8-22-22



City of Medina  
 132 North Elmwood Ave  
 P.O. Box 703  
 Medina, OH 44258

**PURCHASE ORDER**

Page: 1  
 P.O. Number: 2022000684  
 P.O. Date: 01/01/2022  
 Req. Number: 2022-FIN-0029  
 Requested By: Lilly Selva  
 Blanket Type: SB  
 Ship Via:  
 Terms:

**Deliver To** FINANCE DEPARTMENT  
 CITY OF MEDINA  
 132 N ELMWOOD AVE  
 MEDINA OH 44256

**Vendor** E00426  
 EPIC AVIATION, LLC  
 PO BOX 12249  
 SALEM, OR 97309-0249

**TERMS:**  
 1. City of Medina is exempt from excise or sales tax.  
 2. Purchase order number must appear on all invoices, packages, packing slips, shipping papers and all other correspondence.  
 3. Delivery must be prepaid to destination shown above or billed to same.  
 4. No change may be made in this order without consent of the Director of Finance.  
 DO NOT DUPLICATE THIS ORDER

FID# 34-6001856

Line	Description	Account	Qty	Unit	Price/Unit	Amount
ORD 2-22; PASSED 1/10/22; EFFECTIVE 2/9/22						
Accounting						
001	SB-JET A FUEL@MUNI AIRPORT	547-0650-53314				\$66,500.00

Purchase Order Total: \$66,500.00

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

*Keith A. Dvornik*

1/19/2022

Director of Finance

Date

## **Kathy Patton**

---

**From:** Keith Dirham  
**Sent:** Tuesday, August 2, 2022 2:26 PM  
**To:** John Coyne; jcoyne@ralaw.com; Kathy Patton  
**Subject:** FW: Message from "RNP002673B13226"  
**Attachments:** 20220802142319857.pdf

John and Kathy,

The attached request is for fuel at the airport. I am asking that it go to Finance AND Council on August 22 because fuel is already running out at the airport and the next refill will push us over the existing PO.

In this fund the increase in the cost of fuel doesn't really impact the bottom line because this fuel is purchased for resale so an increase in both our cost to purchase fuel and our price to sell fuel cancels out.

Keith

-----Original Message-----

**From:** ricoh@medinaoh.org <ricoh@medinaoh.org>  
**Sent:** Tuesday, August 2, 2022 2:23 PM  
**To:** Keith Dirham <kdirham@medinaoh.org>  
**Subject:** Message from "RNP002673B13226"

This E-mail was sent from "RNP002673B13226" (MP 5054).

Scan Date: 08.02.2022 14:23:19 (-0400)  
Queries to: ricoh@medinaoh.org

RCA 22-180-8/22  
OK Finance Only  
7-20-2022

**City of Medina**  
**Board of Control/Finance Committee Approval**  
**Administrative Code: 141**

Department Heads can authorize expenditures up to \$1,500.00 (requisition)  
Board of Control authorizes expenditures from \$1,500.01 to \$15,000.00 (BOC form).  
Finance Committee authorizes expenditures from \$15,000.01 to \$25,000.00 (BOC form).  
Council authorizes expenditures/bids over \$25,000.00 (RCA form). Board of Control awards all bids, unless otherwise specified in authorizing ordinance. (Ord. 105-05)

Date: 7/20/2022

Department: Police Department

Amount: \$10,000.00

B.O.C. Approval Date: \_\_\_\_\_

Account Number: 106-0101-52226

Vendor: PRADCO

Department head/Authorized signature:   
Chief Edward Kinney

Item/Description:  
Increase existing PO to cover hightened police and dispatch hiring

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

Date Approved/Denied by Finance Committee: \_\_\_\_\_

Clerk of council \_\_\_\_\_

Date to Finance: \_\_\_\_\_

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

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

Thank you.

Revised:

6/1/2018



**City of Medina**  
 132 North Elmwood Ave  
 P.O. Box 703  
 Medina, OH 44258

**PURCHASE ORDER**

Page: 1  
 P.O. Number: 2022000594  
 P.O. Date: 01/01/2022  
 Req. Number: 2022-POL-0206  
 Requested By: Lilly Selva  
 Blanket Type: RB  
 Ship Via:  
 Terms:

**Deliver To** POLICE DEPARTMENT  
 CITY OF MEDINA  
 150 WEST FRIENDSHIP STREET  
 MEDINA, OHIO 44256

**Vendor** P00227  
 PRADCO  
 178 E WASHINGTON ST  
 CHAGRIN FALLS, OH 44022

**TERMS:**  
 1. City of Medina is exempt from excise or sales tax.  
 2. Purchase order number must appear on all invoices, packages, packing slips, shipping papers and all other correspondence.  
 3. Delivery must be prepaid to destination shown above or billed to same.  
 4. No change may be made in this order without consent of the Director of Finance.  
 DO NOT DUPLICATE THIS ORDER

FID# 34-6001856

Line	Description	Account	Qty	Unit	Price/Unit	Amount
BOC APPROVED 12/27/21						
Accounting						
001	RB-OFFICER ASSESSMENTS	106-0101-52226				\$4,050.00
002	RB-COMMUNICATIONS OPERATOR ASSESSMENTS	106-0102-52226				\$5,950.00

Purchase Order Total: \$10,000.00

MOVE \$850 FROM L#1 TO L#2; REQ# 22-22; 5/10/22  
 MOVE \$1,000 FROM L#1 TO L#2; REQ# 22-30; 6/9/22  
 MOVE \$100 FROM L#1 TO L#2; REQ# 22-35; 7/14/22

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

*Keith A. Dvornik*

1/10/2022

Director of Finance

Date

OK  
Dr. Howell  
7-19-2022

**REQUEST FOR COUNCIL ACTION**

No. RCA 22-181-8/22  
Committee- Finance

FROM: Kimberly Marshall

DATE: July 15, 2022

SUBJECT: Job Creation Grant Payment for Sandridge Food Corporation

**SUMMARY AND BACKGROUND:**

This Request is to authorize a job creation grant payment to Sandridge Food Corporation for tax year 2021 in the amount of \$36,875 for two job creation grants as follows:

JCG04-Sandridge 12 in the amount of \$22,500.00 and

JCG12-Sandridge 17 in the amount of \$14,375.00

These grants are a result of two expansion projects in their warehouse, production and employee welfare areas as well as investments in machinery and equipment.

The company has worked hard to fulfill their hiring and payroll commitments. They have implemented hiring bonuses and referral bonuses. The company has also has increased the payroll for bargaining unit employees.

The company is also considering additional projects and expansion plans.

The company has exceeded their hiring and payroll goals. Information has been verified by RITA.

I am respectfully requesting council to authorize this job creation grant payment.

As a reminder, funding comes from non-income tax generated revenues.

**Suggested Funding:**

- Sufficient funds in Account No. 001-0749-56630
- Transfer needed from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_
- NEW APPROPRIATION needed in Account No. \_\_\_\_\_

Emergency Clause Requested: NO

Reason:

---

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

**Job Creation Grant 04 - Sandridge Food Corp.  
For Tax Year 2021**

---

Projected New Payroll	\$ 3,600,000.00	\$ -
Actual new Payroll	\$ 23,508,131.00	\$ -
Percentage	653.00%	#DIV/0!
Maximum basis	125.00%	125.00%
Base Payroll	\$ 4,500,000.00	#DIV/0!
W/H Tax Rate	1.25%	1.25%
Payroll W/H Tax*	\$ 56,250.00	#DIV/0!
Max Per Agreement	40.00%	40.00%
Reduction		0.00%
Grant	40.00%	40.00%
Amt of Grant	\$ 22,500.00	#DIV/0!

Motion to Approve:

Second:

All in Favor:

**Job Creation Grant 012 - Sandridge Food Corp17**  
**For Tax Year 2021**

---

Projected New Payroll	\$ 2,300,000.00	\$ -
Actual new Payroll	\$ 3,612,010.40	\$ -
Percentage	157.04%	#DIV/0!
Maximum basis	125.00%	125.00%
Base Payroll	\$ 2,875,000.00	#DIV/0!
W/H Tax Rate	1.25%	1.25%
Payroll W/H Tax*	\$ 35,937.50	#DIV/0!
Max Per Agreement	40.00%	40.00%
Reduction		0.00%
Grant	40.00%	40.00%
Amt of Grant	\$ 14,375.00	#DIV/0!

Motion to Approve:

Second:

All in Favor:



# REQUEST FOR COUNCIL ACTION

No. RCA 22-182-8/22  
Committee: Finance

FROM: Medina Municipal Court  
DATE: August 1, 2022  
SUBJECT: Office of Criminal Justice Services  
SUMMARY AND BACKGROUND:

Medina Municipal Court respectfully requests Medina City Council to approve and receive from Ohio Criminal Justice Services Grant in the amount of \$138,824.46.

The purpose of this grant is to address case backlogs or challenges that have impacted courts due to the coronavirus pandemic.

The Medina Municipal Court has from January 01/27/2020 to current date approximately 639 outstanding warrants. This grant will fund overtime pay four (4) court bailiffs and two (2) deputy clerks in a 24 month period to serve/recall these outstanding warrants.

Please see attached grant information.

**Estimated Cost:**

**Suggested Funding:**

- sufficient funds in Account No. 001-0705-50112 / 001-0710-50112
- transfer needed from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_
- NEW APPROPRIATION needed in Account No. \_\_\_\_\_

Emergency Clause Requested: NO

Reason:

---

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

**Budget Request By Resource & Cost Category**

	1. Matching Funds		2. OCJS Funds	3. Total
	Cash	Inkind		
1. Personnel			\$113,824.46	\$113,824.46
2. Consultant/Contracts				\$0
3. Travel				\$0
4. Equipment				\$0
5. Supplies				\$0
6. Other Costs			\$25,000.00	\$25,000.00
7. Confidential Funds				
8. Indirect Cost				\$0
9. Total Project Budget	\$0	\$0	\$138,824.46	\$138,824.46
OCJS decision				

Please list other Federal, State and Local funding sources received or projected to be received by your Agency in support of the proposed project. If funding is pending please state the projected award date.

Funding Source	Amount	Award Date	Projected Award Date (if applicable)
----------------	--------	------------	---

What other funding sources are received by your agency in support of your overall program?

n/a

	Amount	Percentage %
OCJS Funds Requested:	\$138,824.46	100.00
Cash Match:	\$0	0.00
In-Kind Match:	\$0	0.00
<b>Total Project Budget:</b>	<b>\$138,824.46</b>	<b>100.00</b>

**Personnel Costs**

**Salaries and Personnel:**

Name/ Vacant	Title	No. Hrs	Hrly Rate	Total
Court Officer	Probation Officer/Bailiff	1664	\$45.00	\$74,880.00
Court Employee	Deputy Clerk	832	\$28.50	\$23,712.00
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
<b>Salary Subtotal:</b>				<b>\$98,592.00</b>

**Employer's Share of Fringe Benefits:**

Fringe Benefits	Rate (%)	Total Yearly Wages	Total Cost
PERS (government agencies)	14%	\$98,592.00	\$13,802.88
FICA (private agencies)	%		\$0
Retirement (private agencies)	%		\$0
Unemployment Comp. (max 2.00% on the first \$9,500)	%		\$0
Medicare	1.45%	\$98,592.00	\$1,429.58
Health Insurance			\$0
<i>Fill in the formula: \$ (Monthly Rate) x (# Months) x (FTE)</i>			\$0
<b>Fringe Subtotal:</b>			<b>\$15,232.46</b>
<b>Personnel Total:</b>			<b>\$113,824.46</b>

Provide justification for each position; list job duties.

OWP-Outstanding Warrant Program- Four (4) Court Officers (Bailiffs/Probation Officers) will canvas the Court's jurisdiction to a defendants LKA in an attempt to serve the warrant and will likely issue a summons directing the individual to report to "Open Court" to resolve said warrant. In the event the warrant involves a violent offense, i.e. Domestic Violence, Aggravated Assault, Violation of Protection Order, the defendant will be taken into custody and transported to the Medina County Jail recalling the warrant and have the defendant appear in court

The deputy clerks will work extra hours to process the warrant intakes and warrant recalls.

**Other Costs**

Audit costs are only supported for Non-Federal entities that expend \$750,000 or more in Federal funds in the organization's fiscal year and are required to arrange for a single organization-wide audit.

If this page is not applicable, check this box and click **SAVE**.

<b>Other Charges</b>	<b>Cost</b>	<b>Terms</b>	<b>Total</b>
Rent-Facilities			\$0
Cost of Ownership			\$0
Telephone			\$0
Utilities			\$0
Bookkeeping/Audit			\$0
Maintenance			\$0
Clerical			\$0
Auto Lease/ST Rental			\$0
Equipment Lease/ST Rental			\$0
Photocopying			\$0
Printing			\$0
Other (Specify) <u>court mailer costs</u>	\$1.25	640	\$800.00
Other (Specify) <u>facility cost</u>	\$2,500.00	2	\$5,000.00
Other (Specify) <u>court vehicles</u>	\$800.00	24	\$19,200.00
<b>Other Costs Total:</b>			<b>\$25,000.00</b>

Provide justification for other costs; provide allocation methods where appropriate.

Court mailer costs will include postage, envelope, paper.

2 court vehicles will be used for four hours per week, with a cost of \$800/ month for 24 months

facility will need to be rented for fugitive safe surrender location



*Office of Criminal Justice Services*

American Rescue Plan Act (ARPA)

Court Backlog Reduction

**2022**

REQUEST FOR PROPOSALS

Deadline: July 29, 2022

OFFICE OF CRIMINAL JUSTICE SERVICES

1970 West Broad Street, P.O. Box 182632

Columbus, Ohio 43218-2632

Telephone: 614.466.7782 or 888.448.4842 • Fax: 614.466.0308

[www.ocjs.ohio.gov](http://www.ocjs.ohio.gov)

MIKE DEWINE, *Governor*

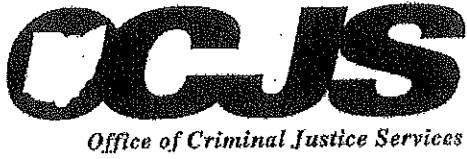
JON HUSTED, *Lt. Governor*

THOMAS J. STICKRATH, *ODPS Director*

NICOLE M. DEHNER, *OCJS Executive Director*

Apply for ARPA online using the OCJS Grants Management System





# OFFICE OF CRIMINAL JUSTICE SERVICES

ARPA Court Backlog Reduction Grant

## TABLE OF CONTENTS

OCIS and ARPA	1
What to Expect	1
Award Notifications and Expectations	1
Eligible Applicants	1
Applicant Training	2
Program Purpose	2
Length of Funding	2
Fiscal Considerations	2
Post Award Reporting Requirements	3
Proposal Components Checklist	3
Format and Submission	3
ARPA Funding Goals and Priorities	4
ARPA Funding Application Requirements	5

## OCJS AND ARPA

The Ohio Office of Criminal Justice Services (OCJS) is a division of the Ohio Department of Public Safety. By statute, OCJS is the lead justice planning and assistance office for the state, administering millions of dollars in state and federal criminal justice funding every year. OCJS also evaluates programs and develops technology, training, and products for criminal justice professionals and communities. House Bill 169 of the 134<sup>th</sup> General Assembly appropriated a total of \$175 million to provide grants to support communities that have experienced an increase in violent crime, more difficulty providing services to respond to or mitigate the effects of violence during the COVID-19 pandemic, or both. Governor Mike DeWine designated OCJS to administer this portion of American Rescue Plan Act (ARPA) funding. As such, all funding is subject to ARPA guidelines and the final rule for Coronavirus State & Local Fiscal Recovery Funds [SLFRF-Final-Rule.pdf (treasury.gov)].

## WHAT TO EXPECT

**Application.** For technical assistance on the narrative and budget pieces of the ARPA application, email OCJS at [arpa@dps.ohio.gov](mailto:arpa@dps.ohio.gov).

For technical assistance with [www.ocjsgrants.com](http://www.ocjsgrants.com), please contact your grant coordinator by email. You can find your OCJS Regional Contact here: [www.ocjs.ohio.gov/grants.stm](http://www.ocjs.ohio.gov/grants.stm).

**Review.** OCJS and Supreme Court of Ohio staff will review ARPA proposals. Reviewers will ensure that project budget costs are allowable and directly relate to the program. The OCJS Executive Director makes final funding recommendations, and the Director of the Ohio Department of Public Safety approves them.

## AWARD NOTIFICATIONS AND EXPECTATIONS

Projects will be notified and required to complete all forms and pre-award conditions electronically through the Online Grants Management System. Forms and assurances included with pre-award conditions include, but are not limited to:

- Special Conditions Form
- Fidelity/Surety Bond (Note: only applicable for non-profit applicants)
- Proof of Tax-Exempt Status (Note: only applicable for non-profit applicants)
- Registration in the System for Award Management ([www.sam.gov/www.sam.gov/SAM/](http://www.sam.gov/www.sam.gov/SAM/)).

In addition to the above requirements and this Request for Proposal, all subrecipients are bound by the Federal Subgrant Conditions Handbook. Please note that projects will be required to submit Quarterly Subgrant Reports through the online grants management system as well as meet the requirements of the grant including but not limited to performance reporting requirements as described in the Pre-Award Conditions.

## ELIGIBLE APPLICANTS

All ARPA applicants must have an organization, or subrecipient, that will serve as the fiduciary agent and assume overall responsibility for the grant. As this is a court backlog grant the subrecipient must be partnered with a court on the proposed project. Eligible ARPA implementing

agencies include a municipal or county court, court of common pleas, general, domestic relations, juvenile, or probate divisions, and appellate courts. The subrecipient will be the fiduciary agent for the court (i.e., the city or county).

\*Note: applications may include research or evaluation components if the applicant is partnering with an established college, university, or credentialed researcher for up to 10% of the funding awarded.

For an applicant and project to be eligible, the application must be accompanied by a completed Court Backlog Summary that demonstrates eligibility in one or more of the purpose areas on the tool. See Format and Submission, below, for more information on this demonstration.

### APPLICANT TRAINING

A voluntary bidder's conference training webinar for the American Rescue Plan Act Funding will take place July 11, 2022 from 10 am to 11 am. The training will provide information helpful for both the application preparation and review process. Please register for the webinar at: <https://attendee.gotowebinar.com/register/7847932892469866256>

### PROGRAM PURPOSE

The purpose of this ARPA funding is to address the negative impacts of the coronavirus pandemic and all proposals must demonstrate how the pandemic has negatively impacted the community, judicial system, or courts and how the proposed response will mitigate that negative impact. Specifically, applicants can use these funds to address case backlogs—or challenges in addressing caseload management—that have increased because of the coronavirus pandemic in any one of the following Program Purpose Areas:

- Pre-Trial Services
- Pre-Sentencing and Pre-Dispositional Services
- Post-Adjudication or Post-Dispositional Services & Activities
- Warrant Prevention, Reduction, and Removal
- Hiring and Payroll

### LENGTH OF FUNDING

Projects may apply for 12 months or 24 months of funding. Funding may be back-dated to April 1, 2022.

### FISCAL CONSIDERATIONS

All budget items must be related to the purpose of addressing the negative impacts of the coronavirus pandemic.

#### *Unallowable Costs*

- Deposit into any pension fund - *does not include the payment to a pension fund as part of covered benefits for eligible personnel charged to the fund.*
- Contribute to rainy day funds, financial reserves, budget stabilization, or similar funds – the revenue reduction amounts must be applied to general government services.
- Offset a reduction in net tax revenue.



- Pay interest or principal on outstanding debt instruments, including short-term revenue or tax anticipation notes, or other debt service costs.
- Satisfy a settlement agreement, judgment, consent decree, or judicially confirmed debt restructuring plan in a judicial, administrative, or regulatory proceeding.
- Serve as non-federal match for other federal grant programs.

*Fiscal Compliance Review*

- OCJS is required to perform a funding pre-risk assessment on all grant applicants resulting in a risk assessment of low risk, moderate risk, or high risk.
- Moderate or high risk subrecipients will receive a fiscal compliance review. OCJS staff will be monitoring fiscal and programmatic activities to ensure federal subawards are being used for authorized purposes and financial and performance goals are being achieved.
- Reviewing performance and financial reports and following up on noted deficiencies are required activities per the Office of Management and Budget Uniform Guidance 200.331-333 Subrecipient Management and Monitoring and Subpart F Audit.

**POST AWARD REPORTING REQUIREMENTS**

All ARPA subgrantees are required to comply with any reporting requirements set forth by the Office of Criminal Justice Services.

**PROPOSAL COMPONENTS CHECKLIST**

Use the following checklist as a general guide for submitting proposals to OCJS. Read the entire ARPA RFP before completing and submitting proposals.

- Title Page
- ARPA Eligibility Screening Tool
- Narrative
- Budget
- External Audit or Fiscal Report (this should be uploaded as an attachment in the narrative section.)

**FORMAT AND SUBMISSION**

OCJS will accept applications through its online grant system. Please visit [www.ocjsgrants.com](http://www.ocjsgrants.com) to apply. The deadline is 5pm on July 29, 2022. Applications received prior to this date may be reviewed earlier.

**IMPORTANT:** Applications must be in the “APPLICATION SUBMITTED” status in the Online Grants Management System to be considered for funding. Designated Project Directors will receive an email confirmation that the application has been submitted.

Agencies that registered for the Online Grants Management System previously should use the same username and password information for this application. OCJS will deny duplicate

registration requests. For more information on how to access the application portion of the Online Grants Management System, use the application manual located at [www.ocjsgrants.com](http://www.ocjsgrants.com).

For technical assistance on narrative and budget pieces of the ARPA application, please email [arpa@dps.ohio.gov](mailto:arpa@dps.ohio.gov). For assistance with [www.ocjsgrants.com](http://www.ocjsgrants.com) please contact your grants coordinator. You can find your OCJS Regional Contact here: [www.ocjs.ohio.gov/grants.stm](http://www.ocjs.ohio.gov/grants.stm)

## AMERICAN RESCUE PLAN ACT FUNDING (ARPA) GOALS AND PRIORITIES

### Responding to the Pandemic and its Negative Impacts

The purpose of the court backlog reduction ARPA funding is to respond to the impacts of the pandemic by reducing time-to-disposition of pending cases, removing barriers to timely resolving cases, and creatively applying solutions to improve court's case flow as related to problems caused or exacerbated by the pandemic.

Below is a non-exhaustive list of potential projects that address this purpose. Note: for projects that relate to improvements in the technology of case management systems, the applicant must commit to exploring the use of eWarrants.

### **Purpose: Pre-Trial Services for the 2-year Grant Period**

Reducing backlogs exacerbated by the pandemic require efficient processing of courts' newly filed cases, otherwise additional backlogged cases will accumulate. Using pre-trial triage programs, dispute resolution solutions, and diversion programs can remove cases from the active docket to disposition.

- Purchase of technology as part of a larger case backlog reduction strategy, including case management system upgrades or modules, online dispute resolution systems, kiosks, virtual meeting conference licensing, software, hardware, and others.
- Training on backlog reduction strategy.
- Court and prosecutor partnership efforts to create diversion programs.
- Virtual or in-person self-help centers.
- System-wide partnership efforts to improve communication among courts, jails, mental health providers, child welfare, higher education colleges and universities, legal aid, and other partners.
- Use of house arrest / GPS monitoring to prioritize reducing court case backlog while not creating a backlog of new cases.
- Court staff payroll costs to staff new programs or offices created to reduce court backlogs.

### **Purpose: Pre-Sentencing and Pre-Dispositional Services for the 2-year Grant Period**

- Reduce delay using a virtual mental health assessment team. This team may meet with individuals to complete competency assessment, pre-sentence investigation services, and other mental health assessments.
- Collaborative approaches to diversion programs such as specialized dockets, youth crime and violence education, and community mentoring models.

- Extend court hours through the use of evening, weekend, or night court sessions.
- Use of house arrest / GPS monitoring to prioritize reducing court case backlog while not creating a backlog of new cases.
- Court staff payroll costs to staff new programs or offices created to reduce court backlogs.

**Purpose: Post-Adjudication or Post-Dispositional Services & Activities for the 2-year Grant Period**

- Part-time magistrates and support staff in processing the estimated backlog of criminal and civil cases including eviction cases.
- Court initiated, partner supported, employment-based services as an alternative to adjudication to connect individuals with workforce development for the purposes of preventing/reducing future violence.
- Use of house arrest / GPS monitoring to prioritize reducing court case backlog while not creating a backlog of new cases.
- Court staff payroll costs to staff new programs or offices created to reduce court backlogs.

**Purpose: Warrant Prevention, Reduction, and Removal for the 2-year Grant Period**

- Reduce the number of bench warrants issued for failure to appear by using technology or innovative programs to remind individuals of upcoming hearings, court events, payments due or other activities which could result in the issuance of a warrant for failing to appear and increase court backlog.
- Dismiss nonviolent misdemeanor or traffic warrants after a clear failure to prosecute, removing cases from the docket to allow the court to focus resources on current backlog, including staffing and facilities for court amnesty programs.
- Audit, recall, and clear or set-aside outstanding warrants that are not timely served; this allows the court and law enforcement to focus resources where there is an immediate or imminent threat to public or personal safety.
- Court staff payroll costs to staff new programs or offices created to reduce court backlogs.

**Purpose: Hiring and Payroll**

- Court staff recruitment costs.
- Court staff payroll costs to (1) replace vacant or eliminated positions from the pandemic or to (2) return to pre-pandemic levels. Whichever reason for hiring is used must be justified and demonstrated by using option 1. or 2. Under "PURPOSE: HIRING AND PAYROLL" on the ARPA Screening Tool. ARPA funds must be used within 2 years and will not be extended; future planning to maintain staffing is expected.

## AMERICAN RESCUE PLAN ACT FUNDING (ARPA) APPLICATION REQUIREMENTS

### Narrative (limited to 8000 characters)

Describe the project to be implemented with grant funding. Narratives must respond to the following:

- State the problem that has been created or made worse by the pandemic (e.g. criminal case backlog, decrease in staffing).
- Provide statistics to support the problem statement above; use January 27, 2020 as the ARPA-recognized start of the pandemic, so data should demonstrate that the problem began or worsened after that date. A template is provided to courts through the [eStats Portal](#). Contact [casemgmt@sc.ohio.gov](mailto:casemgmt@sc.ohio.gov) for assistance. Upload the statistics through the OCJS grants system as an attachment in the narrative section of the application.
- Clearly describe the proposed activities and approach to be taken to address the problem that was stated.
- Describe how the activities will be reasonably achieved.
- Provide details of the organization and staff responsible for implementing the project.
- Provide a description of how the proposed activities will engage with the community and any community partners that will be involved, if applicable.
- State if the proposed approach is evidence-based and, if so, provide supporting research references.

### *Project Objectives*

Project objectives measure the changes that will result from implementing the proposed project. Applicants should describe these changes (or outcomes). At least one objective is required for each project. Each objective should include at least two performance indicators that identify how change will be measured. Objectives and indicators should be specific, measurable, achievable and within pre-set timeframes. This section should identify the following:

- Project objectives, such as the following examples:
  - To reduce overage rates of a specific case type, in a specific courthouse, by a specified percentage.
  - To decrease the number of defendants who fail to appear in a specific court by a specified percentage; or to increase appearance rates in a specific community by a specified percentage.
  - To increase the number of pre-trial program enrollment due to an increase of services available.
  - To restore agency staffing to pre-pandemic levels.
- Performance indicators, such as the following examples:
  - The number of cases disposed within time standards.
  - The percentage of overage cases in a court.
  - The percentage of courthouse staffing capacity generated by retention and recruiting.
  - The number of warrants issued.
  - The number of continuances issued.
  - The number of staff hired during the project period.

- The number of FTE (full time equivalent) staff in the court.
- Any baseline data that exists related to the indicators being used.

### **Budget**

Describe any costs associated with implementing the activities described in the narrative.

- Present a clear and detailed budget with a narrative that explains and justifies the budget information.
- Justify the costs of the proposed program and that the costs are considered reasonable and cost-effective in view of the types and range of activities to be conducted, the number of participants to be served, and the expected results and benefits.
- Include information on related funding the court may be applying for or receiving.

There is not a match requirement for this award; please leave this section of the budget blank.

### **External Audit or Financial Report**

Please upload a copy of your organization's most recent external audit or most recent financial report as part of your application packet. This allows OCJS to ensure requirements are met for 2 C.F.R. § 200.331(f). Single Audit Act Amendment of 1996, and the OMB Circular A-133.

OK  
Dr. Howard  
8-1-2022

**REQUEST FOR COUNCIL ACTION**

No. RCA 22-183/8-22

**FROM:** Chief Walters  
**DATE:** July 25, 2022  
**SUBJECT:** ARPA funds for Fire Station 1 HVAC

**Committee** Finance Only

**SUMMARY AND BACKGROUND:**

One of the primary air conditioning units at fire station #1 failed and had to be replaced. The unit is a 3.5 Ton, 3-phase roof-top system. We are requesting council approval to use ARPA funds for the replacement cost. Finance confirmed this with attorney as a permissible use of ARPA funds. Note that Board of Control has approved this request and finance has assigned PO number 22-1440.

Total replacement cost is \$ 6,921.00

*No action needed, approved by BOC.*

**Suggested Funding:**

- Sufficient funds in Account No. 171-0110-53315
- Transfer needed from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_
- NEW APPROPRIATION needed in Account No. \_\_\_\_\_

**Emergency Clause Requested:**  
**Reason:**

---

**COUNCIL USE ONLY:**

**Committee Action/Recommendation:**

**Council Action Taken:**

**Ord./Res.**

**Date:**

# REQUEST FOR COUNCIL ACTION

No. PCA 22-184-8/22  
Committee: Finance

FROM: Bill Lamb  
DATE: July 22, 2022  
SUBJECT: Deer Hunting Program

I am respectfully requesting that Council vote to delete the language in the hunter permit documents that require a hunter to indemnify and release the City of Medina from any liability for hunting related accidents, injuries or property damage. If the City of Medina is presenting the deer hunting program as "safe", I do not believe that a hunter should have to indemnify the City of Medina for participating in the "safe" activity. The current hunting permit documents require that a hunter sign his name to a written release and a written hold harmless and indemnification clause that makes the hunter solely responsible for accidental injury or property damage. If the City of Medina believes the hunting activity is safe, it is my opinion that the City of Medina should accept responsibility for accidents, property damage or injuries that occur.

---

Bill Lamb

Emergency Clause Requested:  
Reason:

COUNCIL USE ONLY:  
Committee Action/Recommendation:  
Council Action Taken:

Ord./Res.  
Date:

OK  
25 Howell  
8-16-2022

**REQUEST FOR COUNCIL ACTION**

No. RCA 22-185-8/22

FROM: Nino Piccoli, Service Director  
DATE: August 15, 2022  
SUBJECT: City Auction

Committee: Finance

**SUMMARY AND BACKGROUND:**

Respectfully request Council to authorize the Mayor to advertise for the auction, sale or disposal of City equipment and vehicles no longer in use. A complete list of inventory will be submitted to Council for approval.

Estimated Cost:

Suggested Funding:

- Sufficient funds in Account No.
- Transfer needed from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_
- NEW APPROPRIATION needed in Account No. \_\_\_\_\_

Emergency Clause Requested: No

Reason:

---

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:



OK  
Drafted  
8-16-2022

# REQUEST FOR COUNCIL ACTION

No. RCA 22-186-8/22  
Finance Only

FROM: Nino Piccoli Service Director  
DATE: August 15, 2022  
SUBJECT: Expenditure Approval

## SUMMARY AND BACKGROUND:

Respectfully requesting Council approval to replace the carpeting in the areas of the Detective Bureau in the Police department and the Mayor's Office. The facilities are in need upgrading for sanitary purposes. Over the years there have been numerous problems with the sanitary lines leaking in the Police department resulting in flooding the DB offices. Similarly, the Grinder pump has failed several times in the past resulting in the leakage of gray water in the Mayor's office. The scope of work involves removal of the existing carpeting and installation of new carpet. The contractor performing the work upon approval is Monarch Carpet One.

This request qualifies as an ARPA project.

Suggested Funding: \$15,000.00

- Sufficient funds in Account No. 171-0743-53322
- Transfer needed from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_
- NEW APPROPRIATION needed in Account No. \_\_\_\_\_

Emergency Clause Requested: NO  
Reason:

**COUNCIL USE ONLY:**  
Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

RCA 22-187-8/22  
Finance Only

**City of Medina**  
**Board of Control/Finance Committee Approval**  
**Administrative Code: 141**

- Department Heads can authorize expenditures up to \$1,000.00 (requisition)
- Board of Control authorizes expenditures from \$1,000.00 to \$15,000.00 (BOC form).
- Finance Committee authorizes expenditures from \$15,000.00 to 425,000.00 (BOC form).
- Council authorizes expenditures/bids over \$25,000.00 (RCA form). Board of Control awards all bids, unless otherwise specified in authorizing ordinance. (Ord. 101-05)

Date: 8/15/2022 Department: Service Dept

Amount: \$10,000.00 B.O.C. Number: \_\_\_\_\_

Account Number: 115-0610-53313

Vendor: Kokosing

Department head/Authorized signature Nino Piccoli *Nino Piccoli*

Item/Description:

**Increase Existing PO # 2022-689**

Asphalt Materials for patching roads

*New Total \$22,000*

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

Date Approved/Denied by Finance Committee: \_\_\_\_\_

Date to Finance: \_\_\_\_\_

Clerk of council

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

Please have all Finance Committee items for the agenda to the Clerk of Council's Office before Noon on Friday before the scheduled Finance Committee meeting.

thank you.

**REQUEST FOR COUNCIL ACTION**

FROM: Patrick Patton

DATE: August 16, 2022

SUBJECT: Bids and Design Discussion: Job #1086 S. Court Street Curb Replacement Program

*OK  
Patton  
8-16-2022*

NO. RCA 22-188-8/22

COMMITTEE REFERRAL: Finance

This request is for permission to advertise, bid and award the S. Court Street Curb Replacement Program. This project will consist of complete removal and replacement of concrete curbs from Lafayette Street to approximately 275 feet south of South Street.

Please be advised, completion of this project will require removal of several existing City street trees, some of which are very large. A total of six (6) trees must be removed in order to complete this project; in addition three (3) other trees are to be removed due to their condition regardless of whether or not we complete the project.

Nineteen (19) other trees may have to be removed; their condition and the extent of damage they receive during construction will be assessed by the City Forestry Department in order to determine if they can be saved. In an attempt to save those 19 trees, at those locations we will require that the contractor use special excavation methods (including hand digging) in order to try to minimize the damage due to construction.

The total cost for this project will be as follows:

- Printing = \$ 700.
- Advertising = \$ 300.
- Construction = \$ 157,000.
- o Total Project Cost = \$ 158,000.

Thank you for your consideration.

ESTIMATED COST: \$158,000.

SUGGESTED FUNDING: Street and Storm Special

Sufficient Funds in Account Number: 108 0610 54411

Transfer Needed from: to:

New Appropriation Account Number:

Emergency Clause Requested: No

Reason:

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:

**REQUEST FOR COUNCIL ACTION**

*OK  
Dr. Hamwell  
8-16-2022*

NO. RCA 22-189.8/22

FROM: Patrick Patton



COMMITTEE REFERRAL: Finance

DATE: August 16, 2022

SUBJECT: Application for loan assistance with the Ohio Public Works Commission (OPWC)

This request is for Council's authorization to submit a loan application with the Ohio Public Works Commission for a water system improvement project.

This program consists of a 0% interest loan; the amount of the loan is as follows:

OPWC Loan: \$ 120,000

Finally, please note that in addition to the authorization to submit the grant application, this requests asks that if successful, the Mayor be authorized to enter into an agreement with OPWC to accept the loan.

Thank you for your consideration.

ESTIMATED COST: No cost to submit the application. If the grant application is successful, the City will be responsible for the local share of the project (TBD).

SUGGESTED FUNDING:

Sufficient Funds in Account Number:

Transfer Needed From:  
To:

New Appropriation:

Emergency Clause Requested: No

Reason:

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:

**REQUEST FOR COUNCIL ACTION**

*ok*  
*for Hansen*  
*8-16-2022*

NO. RCA 22-190-8/22

FROM: Patrick Patton  
DATE: August 16, 2022

COMMITTEE REFERRAL: Finance

SUBJECT: Agreement between the City of Medina and the County of Medina to Operate and Maintain the City's Sanitary Sewer System

---

This request is for Council's authorization to enter into an agreement (attached) with Medina County which provides for the County to operate and maintain the City's Sanitary Sewer System.

The existing sanitary sewer agreement between the City and the County was entered into in December, 1972. The fifty (50) year agreement is set to expire on December 31, 2022. The proposed new agreement will commence on January 1, 2023 and be in effect for a period of fifty (50) years thereafter. The new agreement provides essentially the same terms as the expiring agreement with only a few minor revisions.

Thank you for your consideration.

---

ESTIMATED COST: N/A

SUGGESTED FUNDING:

Sufficient Funds in Account Number:

Transfer Needed From:  
To:

New Appropriation:

---

Emergency Clause Requested: No

Reason:

---

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:

## A G R E E M E N T

AGREEMENT between the City of Medina, Ohio, a municipal corporation, herein referred to as the "City", as authorized by Ordinance No. \_\_\_\_-2022, and the County of Medina, Ohio, herein referred to as the "County", by its Board of County Commissioners, herein referred to as the "Board", duly authorized by Resolution 2022-\_\_\_\_, recorded in Volume \_\_\_\_, pages \_\_\_\_\_ of the Journal of the Medina County Commissioners, shall be effective as of January 1, 2023.

### W I T N E S S E T H:

WHEREAS, on the 27<sup>th</sup> day of December, 1972, the City and the County entered into a fifty (50) year agreement for the County to assume full responsibility to operate and maintain the City's sewer system, which is set to expire on December 31, 2022; and

WHEREAS, the City acting under authority of Article XVIII of the Ohio Constitution and Section 307.15 of the Revised Code, and the County, acting under authority of the Revised Code and in particular Section 307.15 et seq. thereof, are fully authorized to enter into this Agreement; and

WHEREAS, pursuant to Section 6117.03, on February 28, 1972 the Board, by resolution recorded in Volume 26, pages 262-65, of the Journal of the Commissioners, established Medina County Sewer District No. 500, which includes all areas of the City of Medina, herein referred to as the "Sewer District," and on April 10, 1972, the City, by Resolution No. 31-72, consented to the inclusion of the territory within the City as a part of Medina County Sewer District No. 500; and

WHEREAS, Section 6117.04 of the Revised Code authorizes the County to construct, maintain, operate and otherwise exercise authority over a sanitary sewer system for County Sewer District 500 within the City of Medina, subject to the consent of the City as to the manner in which the County will construct, maintain, operate and otherwise exercise that authority; and

WHEREAS, the City desires that the County would continue to have the use of and the sole responsibility for the maintenance and operation of the sanitary sewer system owned by the City, as part of Sewer District No. 500, and to authorize the Board, in its discretion, to proceed with the construction and/or maintenance, repair and operation of any sanitary sewer improvement within the City, and the Board desires to accept such use, responsibility and authorization; and

WHEREAS, it is deemed to be in the interests of the City and the County for the Board to enter into an Agreement with the City wherein the County would agree to provide total and complete management services for the operation and maintenance of the existing City sanitary sewer system as an integral part of said Sewer District No. 500, pursuant to the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants hereinafter contained, the County and City agree as follows:

Section 1. This Agreement shall be in full force and effect for a period of fifty (50) years from January 1, 2023; provided that this Agreement may be terminated prior thereto with the mutual consent of both parties, or upon failure of one party to comply with the terms and conditions of said Agreement. Said Agreement may be extended after such termination date for such additional periods of time as are mutually agreed upon by the County and the City. During the term of this Agreement, the County shall have the use of the sewage collection and disposal system owned by the City and shall have the sole responsibility for making improvements to and managing and operating the sanitary sewers and sewage treatment system of the Sewer District except as hereinafter provided.

Section 2. On and after January 1, 2023, the County and the City hereby mutually agree as follows:

- a. The County shall operate, maintain and repair the City's sanitary sewer system.

b. The County Sanitary Engineering Department shall supervise the installation of all sewer connections to the existing sanitary sewers and any sanitary sewer extensions or improvements located in the City, provided that the City shall in a timely manner issues any and all permits required by the City, and the City shall facilitate any road closures needed to safely complete the work.

c. The City shall notify the County Sanitary Engineer in writing prior to issuing any razing permits. The County Sanitary Engineer, or his duly authorized representative, shall inspect the closing of any connection to a sanitary sewer from any building being razed. City shall notify County Sanitary Engineer of any change in the use of property within the City, and the City shall require evidence of the issuance of a sewer permit from the County Sanitary Engineer as part of the City's approval process.

d. The Board shall establish the user fees charged to customers for use of the sanitary sewer system. Such user rate schedule shall be reviewed at least annually and the Board may, whenever the Board determines it is necessary, revise such rates in order to provide sufficient moneys to pay all costs of operation and maintenance of the sanitary sewer system, including but not limited to treatment facilities, serving the Sewer District and interest on and principal of outstanding bonds and/or loans heretofore issued by the County as well as for bonds and/or loans hereafter issued by the County to pay costs of constructing such sanitary sewers and treatment facilities serving the Sewer District

e. The City hereby designates the County Sanitary Engineer, and the Sanitary Engineer's duly authorized representatives, as agents of the City for purposes of entering upon any easements heretofore conveyed to the City for sanitary sewer purposes, subject to the terms and conditions set forth in such easements, and further shall Convey to the County for good and



adequate consideration all easements and other interests in real estate on, across, through or over real estate owned by the City where such easements or other interests in real estate are necessary for the operation, extension, or maintenance of the sanitary sewer system of the Sewer District. Easements the County determines are needed for construction, maintenance or repair of the City's sewer system shall be obtained in the name of the City. The City shall bear the responsibility for acquiring any easements the County determines are needed for the construction, maintenance and/or repair of the sewer system within the City, and the County agrees to coordinate in the acquisition of those easements. The County shall be responsible for the cost of preparation of easement documents and the amount paid to the property owner to acquire the easement, but shall not be responsible for the administrative costs incurred by the City in the process of securing the easements. The City shall not incur any cost associated with the acquisition of needed easements for which the County bears ultimate responsibility without prior written authorization from the County.

f. The County agrees to maintain sufficient insurance to cover damage to, loss or destruction of the sewage collection system and treatment facilities of the Sewer District.

g. The County shall issue all permits for the direct or indirect connection of any property with a sanitary sewer which is or will become a part of or served by the sanitary sewer of the Sewer District, including any sanitary sewer within the City, and shall collect all tap-in charges for such connections. The tap-in charge for the connection of any and all buildings, structures or other facilities to any sanitary sewer of the Sewer District shall be as provided by Board Resolution and as may be amended from time to time in the exercise of the Board's discretion.

h. The County Sanitary Engineering Department shall inspect the installation of all sanitary sewers constructed in any new subdivisions developed in said Sewer District, including subdivisions developed in the City, and such inspection costs incurred in connection therewith as

determined by the Board shall be paid by the person, firm, corporation or association developing such subdivision.

i. The Sewer District may be expanded from time to time to include additional municipalities and additional unincorporated areas within the County if the Board determines the necessity therefor; provided, however, that extension of the collection service of the sanitary sewer system of the Sewer District beyond the limits of the County shall be undertaken only if such extension shall not affect the capacity of the treatment and disposal plants to treat and dispose of sewage from the City.

j. The Board shall have such authority over the Sewer District and any area of the City not within said Sewer District but served by the sanitary sewer system thereof as is provided in Chapter 6117, Revised Code, except as may be limited by any term or provision of this Agreement.

Section 3. That the City shall upon request of the County Sanitary Engineer provide any and all information the City possesses showing the location of all sanitary sewers, connections and manholes where maintenance or repair is required.

Section 4. That the County agrees to provide sewage collection and disposal services to all property located within the corporate limits of the City even where such property is not within the boundaries of the Sewer District; provided that the County determines it is economically feasible and such service can be made available without violating any laws, treaties, or other legal documents restricting the extension of sanitary sewer service from the Sewer District to such property located outside the boundaries of said Sewer District.

Section 5. That the County shall notify the City in writing of any plans to proceed with the construction of any sanitary sewer improvement for local service within the City at least thirty (30) days prior to taking such action.

Section 6. That the County and City mutually agree that in the event any litigation is filed by any third parties contesting the validity or enforceability of this Agreement relative to property

within the City, the County shall provide the services of its Prosecuting Attorney and his staff and the City shall provide the services of its Director of Law and his staff to handle the defense of any such litigation. If it becomes necessary to engage the services of special counsel to represent the County and City in any such litigation, the County shall assume responsibility for employing and compensating such special counsel.

Section 7. That all notices or communications provided herein shall be in writing and, unless otherwise provided in this Agreement, shall be delivered to the Mayor and Director of Finance of the City in the case of notice to the City or to the County Sanitary Engineer in the case of notice to the County, or if mailed, shall be sent by certified mail, postage prepaid, addressed to the City at 132 North Elmwood, Medina, Ohio, or addressed to the County at P. O. Box 542, Medina, Ohio.

Section 8. That this Agreement may be amended from time to time as may be mutually agreed upon by the County and the City.

Section 9. That if any part, term or provision of this Agreement be determined by the courts to be illegal or in conflict with any law, in the event and to the extent that any term or provision of this Agreement is subsequently determined to exceed the power and authority of the County and the City to effect, the parties agree to seek such modifications of this Agreement as will accomplish its general purpose of providing for better and more efficient sanitary sewer service in Sewer District No. 500 through more effective management of the operation, maintenance, and development of all sewage collection and treatment or disposal works of said Sewer District as well as for long-range planning for needed sanitary sewer improvements.

IN WITNESS WHEREOF, the County has caused this Agreement to be executed, pursuant to resolution duly adopted by its Board of County Commissioners, and the City has caused this Agreement to be executed and attested, pursuant to an Ordinance duly passed by its Council, by its Mayor and Director of Finance, all as of the date and year first above written.

**City of Medina**

**Board of Commissioners of Medina County**

\_\_\_\_\_  
Dennis Hanwell, Mayor

\_\_\_\_\_  
Stephen D. Hambley

Date: \_\_\_\_\_

\_\_\_\_\_  
Colleen M. Swedyck

\_\_\_\_\_  
William F. Hutson

Date: \_\_\_\_\_

**REQUEST FOR COUNCIL ACTION**

*OK  
Dr. Hamel  
8-16-2022*

NO. RCA 22-191-8/22

FROM: Patrick Patton 

DATE: August 16, 2022

COMMITTEE REFERRAL: Finance

SUBJECT: Amend Ord No. 120-22 Regarding Emergency SR 18 Water Line Extension

Ordinance 120-22 (attached) authorized a contract in the amount of \$80,000 for the emergency extension of the SR 18 water line. As this was an emergency project, the amount of the contract was estimated. Upon completion, the final invoice for this work was \$138,225.30 (attached). This request asks Council to amend Ordinance No. 120-22 by increasing it by \$58,300.

Thank you for your consideration.

ESTIMATED COST: \$58,300 estimate

SUGGESTED FUNDING:

Sufficient Funds in Account Number:

Transfer Needed from: To:

New Appropriation Account Number:

Emergency Clause Requested: No  
Reason:

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:

**ORDINANCE NO. 120-22**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH FECHKO EXCAVATING FOR THE EMERGENCY SR 18 WATER LINE EXTENSION, AND DECLARING AN EMERGENCY.**

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

- SEC. 1:** That the Mayor is hereby authorized to enter into a contract with Fechko Excavating for the emergency SR 18 Water Line Extension
- SEC. 2:** That the funds to cover this expenditure in the estimated amount of \$80,000 are available in Account No. 171-0610-54411.
- SEC. 3:** That a copy of the Contract is marked Exhibit A, attached hereto, incorporated herein, and is subject to the final approval of the Law Director.
- SEC. 4:** 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. 5:** 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. 6:** 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 the emergency work has been completed; wherefore, this Ordinance shall be in full force and effect immediately upon its passage and signature by the Mayor.

**PASSED:** June 8, 2022

**SIGNED:** John M. Coyne, III  
President of Council

**ATTEST:** Kathy Patton  
Clerk of Council

**APPROVED:** June 9, 2022

**SIGNED:** Dennis Hanwell  
Mayor

# SUMMARY ANALYSIS OF ACTUAL COSTS OF FORCE ACCOUNT

FORCE ACCOUNT DESCRIPTION: Extend City Water Line STA. 95+82 to STA. 85+35 REV. 1

FORCE ACCOUNT ID: 39 COUNTY: MED ODOT PROJECT No.: 210002 PID: 92953

ADDITIONAL INFORMATION: EWR-33



865 West Liberty Street, Suite 120  
Medina, Ohio 44256

## FORCE ACCOUNT COST SUMMARY

LABOR COST SUBSUMMARY		
LABOR COST	\$ 27,377.54	
FRINGE COST	\$ 8,320.13	
PROFIT & OVERHEAD	\$ 14,681.77	
ADMIN COST	\$ -	
PAYROLL TAX COST	\$ 6,846.92	
<b>LABOR SUBTOTAL</b>		<b>\$ 57,226.36</b>
EQUIPMENT COST SUBSUMMARY		
OWNED EQUIPMENT COST	\$ 47,368.20	
RENTED EQUIPMENT COST	\$ -	
ALLOWABLE RATES COST	\$ 89.60	
<b>EQUIPMENT SUBTOTAL</b>		<b>\$ 47,457.80</b>
MATERIAL COSTS SUBSUMMARY		
MATERIAL COST	\$ 18,740.39	
MATERIAL MARKUP	\$ 2,811.06	
<b>MATERIAL SUBTOTAL</b>		<b>\$ 21,551.45</b>
THIRD PARTY COSTS SUBSUMMARY		
THIRD PARTY COST	\$ 1,006.50	
THIRD PARTY MARKUP	\$ 80.52	
<b>THIRD PARTY SUBTOTAL</b>		<b>\$ 1,087.02</b>
TRUCKING COSTS SUBSUMMARY		
TRUCKING COST	\$ 10,383.50	
TRUCKING MARKUP	\$ 519.18	
<b>TRUCKING SUBTOTAL</b>		<b>\$ 10,902.68</b>
<b>SUM OF TOTAL COSTS</b>	<b>\$</b>	<b>138,225.30</b>

## SUBCONTRACTOR LIST:

SUB FA AMT:

## AFFIDAVIT OF ACTUAL COSTS

"The name, classification, total hours worked and rates paid each person listed on the Summary of Actual Cost are substantiated by actual records of persons employed on the force account work. All unit prices for materials and rates for owned and rented equipment listed on the Summary of Actual Costs are substantiated by actual records of materials and equipment actually used in performance of the force account work and the price of any owned equipment not previously agreed upon does not exceed prices charged for similar equipment in the area in which the work was performed."

*Shawn Kadas*

Signature

Project Manager

Title of above signatory

8/11/2022

Date

Subscribed and duly sworn before me according to law by the above named person this 11th day of August, 2022 in the County of Medina and State of Ohio.

CHEYENNE MARIE  
PROVINCIAL  
Notary Public  
State of Ohio  
My Comm. Expires  
March 9, 2027



*Cheyenne Marie*  
Signature of Notary Public

*elk  
2/1/2022  
8-16-2022*

# REQUEST FOR COUNCIL ACTION

No. RCA 22-192-8/22

FROM: Medina Community Recreation Center  
 DATE: August 16, 2022  
 SUBJECT: Purchase of Fitness Equipment

Committee: Finance

## SUMMARY AND BACKGROUND:

The Medina Community Recreation Center respectfully requests Council to approve the purchase of various pieces of fitness equipment through Matrix /Johnson Heath Tech North America on the National Cooperative Purchasing Alliance contract #08-23 through dealer Design2Wellness. Shipping, delivery and installation is included with NCPA Contract. Requesting approval to apply a used equipment trade in discount of \$6,200.00 for the equipment listed below:

Equipment	Serial Number
Concept II Air Rowers	081902/3-057
Concept II Air Rowers	081902/3-342
Magnum, Incline Breaker Bench	73834
Magnum, Incline Breaker Bench	73835
Magnum, Olympic Shoulder Breaker Bench	73839
Magnum, Olympic Breaker Bench	73838
Magnum, Olympic Breaker Bench	73837
Cybox, Abdominal Board	Y10-140520890-7556
Cybox, Flat Bench	Y10-060543090-10673
Cybox, Posture Bench/upright	Y10-150552090-5949
True / Paramount, Adjust bench	XFW751712020
True / Paramount, Adjust bench	XFW751712009
True / Paramount, Adjust bench	XFW751712016
True / Paramount, Adjust bench	XFW751808033
Hammer Strength, Adjustable Bench	FWMAB0509087
Smith Machine	73845
Full Rack	73846
Leg Press	73844
Pull -up, Dip Station	73840
Preacher curl	73841
<b>Cybox Modular ( 2 Cable CrossOvers)</b>	
Pulldown Station	560190W488135
Lateral Row Station	565190W049936
Pulldown Station	560190W488035
Adjustable Pulley	565090W076037
Adjustable Pulley	564990W076037
Assisted chin up/dip	Y10-1805630N-1689
tandem centerpiece	Y10-1805629N-4955
tandem centerpiece	D100805629N79N
Adjustable Pulley	D1005056509085N
Adjustable Pulley	C07-170564890-0952
Adjustable pulley	D1005056509080N
Adjustable column with booms	C090256059081
Pressing Station	C09020564790586



Proposal Number 25583 attached, total of \$51,021.93 with estimated trade-ins, \$44,321.93

**Estimated Cost:** \$51,021.93

**Suggested Funding:**

- sufficient funds in Account No. 574-0351-53315 (using 2021 Carryforward Funds)
- transfer needed from Account No. to Account No.
- NEW APPROPRIATION needed in Account No.

**Emergency Clause Requested:** No

**Reason:**

---

**COUNCIL USE ONLY:**

**Committee Action/Recommendation:**

**Council Action Taken:**

**Ord./Res.**

**Date:**



Design2Wellness  
equipment | sales | service

P.O. Box 398  
Lewis Center, OH 43035  
740-548-7033 - office  
740-548-7044 - fax

# Proposal

Proposal Number 25583	Proposal Date 8/15/2022
--------------------------	----------------------------

[www.design2wellness.com](http://www.design2wellness.com)

Bill To:  
Medina Community Recreation Center  
Christy Moats  
132 North Elmwood Ave  
PO Box 703  
Medina, OH 44256

Ship To:  
855 Weymouth Rd  
Medina, OH 44256

Product #	Product Description	Qty	Unit Price	Total
<b>***Freeweight Area Equipment***</b>				
MG-A678	Matrix Magnum - Breaker Olympic Flat Bench (w/ integrated storage horns) Orange Bar	1	1,575.00	1,575.00
MG-PL70	Matrix Magnum Plate Loaded Leg Press	1	3,950.00	3,950.00
MG-PL71	Matrix Magnum Plate Loaded Hack Squat	1	3,794.00	3,794.00
MG-PRO691-04	Matrix Magnum 8' Pro Series Double Half Rack w/ Weight Storage	2	2,800.00	5,600.00
MG-OPT13	Matrix Magnum Landmine Attachment	1	219.00	219.00
MG-PRO9091P-VRS-4-06	Matrix Magnum 4x8 VRS Hardwood Platform w/ Wood Insert, PRO690/PRO691	2	3,599.00	7,198.00
MG-PL62	Matrix Magnum Smith Machine	1	3,950.00	3,950.00
MG-A98	Matrix Magnum Barbell Rack	1	1,163.00	1,163.00
MG-PC-02	MG Custom Lime Paint Charge per unit (MAS0800-05)	7	250.00	1,750.00
MG-PCS-02	Matrix MG Non-Standard Frame Color Set Up	1	75.00	75.00
XT-020RBR-BBST	XULT Rubber Barbell Straight, 20lb, Black	1	68.11	68.11
XT-030RBR-BBST	XULT Rubber Barbell Straight, 30lb, Black	1	100.61	100.61
XT-040RBR-BBST	XULT Rubber Barbell Straight, 40lb, Black	1	132.14	132.14
XT-050RBR-BBST	XULT Rubber Barbell Straight, 50lb, Black	1	162.75	162.75
XT-060RBR-BBST	XULT Rubber Barbell Straight, 60lb, Black	1	192.46	192.46
XT-070RBR-BBEZ	XULT Rubber Barbell EZ Curl, 70lb, Black	1	221.33	221.33
XT-080RBR-BBEZ	XULT Rubber Barbell EZ Curl, 80lb, Black	1	252.94	252.94
XT-090RBR-BBEZ	XULT Rubber Barbell EZ Curl, 90lb, Black	1	284.57	284.57
XT-100RBR-BBEZ	XULT Rubber Barbell EZ Curl, 100lb, Black	1	316.18	316.18
XT-110RBR-BBEZ	XULT Rubber Barbell EZ Curl, 110lb, Black	1	347.80	347.80
XT-20KG-32MM-132	XULT 20kg Oly Bar 32mm-134K PSI Black - Bench knurl	4	236.36	945.44
LJC-PRO-BLK	Lock Jaw Collars, Pair	4	35.00	140.00
XT-45RUBR-BP-TRAIN	XULT Training Bumper Plate Rubber, 45lb, Black	16	108.57	1,737.12
XT-25RUBR-BP-TRAIN	XULT Training Bumper Plate Rubber, 25lb, Black	12	58.12	697.44
XT-10RUBR-BP-TRAIN	XULT Training Bumper Plate Rubber, 10lb, Black	12	34.42	413.04
XT-05RUBR-PLATE	XULT Rubber Oly Plate, 5lb, Black	8	11.10	88.80
XT-02.5RUBR-PLATE	XULT Rubber Oly Plate, 2.5lb, Black	4	5.55	22.20
XRACK-6AT-102	Torque 6 FT (1.8 M) ACCESSORY TRAY (STORM GREY)	1	450.00	450.00
Misc Part	Custom Wide Pads for New Nautilus Olympic Bench's: Black Upholstery	3	200.00	600.00
<b>***Ground Floor Equipment Area***</b>				
G3-MS40	Matrix Aura 4-Stack Multi-Station, includes G3-MS23 Adj Pulley, G3-MS52 Tricep Pushdown, G3-MS51 Lat Pulldown, G3-MS53 Low Row & G3-MS40CK Connector Piece (Frame Color: Black, Uph Color: All Spice)	1	7,775.00	7,775.00
G3-MSFT300	Matrix Aura Functional Trainer 300lbs (Frame Color: Black)	1	6,300.00	6,300.00
			<b>Total</b>	

**Kelly Naylor**  
knaylor@design2wellness.com  
mobile 740-816-1884

Sales Representative

Customer Signature and Date

<b>Terms:</b>
Net 30 After Delivery

<b>Proposal Expires On</b>
9/15/2022

Please accept this signed quotation as a purchase order and acceptance of the price, terms and conditions below:  
Standard terms are 50% deposit and balance due upon delivery or approved purchase orders.  
All quotes are valid for 30 days from date of issue.  
Restocking fees, storage fees or other penalties may be charged for cancellations, delays or returns.  
For complete terms & conditions please visit [design2wellness.com](http://design2wellness.com).



equipment | sales | service

P.O. Box 398  
 Lewis Center, OH 43035  
 740-548-7033 - office  
 740-548-7044 - fax

# Proposal

Proposal Number 25583	Proposal Date 8/15/2022
--------------------------	----------------------------

[www.design2wellness.com](http://www.design2wellness.com)

Bill To:  
 Medina Community Recreation Center  
 Christy Moats  
 132 North Elmwood Ave  
 PO Box 703  
 Medina, OH 44256

Ship To:  
 855 Weymouth Rd  
 Medina, OH 44256

Product #	Product Description	Qty	Unit Price	Total
Trade-In	<p>EQUIPMENT TOTAL BEFORE TRADE IN VALUE IS \$51,021.93            CURRENT ESTIMATE TOTAL REFLECTS VALUE INCLUDING TRADE INS. INVOICE TOTAL WILL REFLECT THE VALUE ON THIS ESTIMATE INCLUDING TRADE INS.</p> <p>(2) Concept 2 Rowers, (2) Magnum Oly Incline Breaker Bench, (1) Magnum Oly Shoulder Breaker Bench, (3) Magnum Oly Flat Breaker Bench, (1) Cybex Ab Board, (1) Cybex Flat Bench, (1) Cybex Posture Upright Bench, (4) Paramount Multi Adj Benches, (1) Smith, (1) Power Rack, (1) Magnum PL Leg Press, (2) Cybex 5 Stack Multi Gym, (1) Preacher Curl Bench, (1) VKR/Chin Dip Station</p> <p>****NOTES****            NCPA Contract 08-23 Discount Applied to each line item. Shipping, Delivery and Installation is included with the NCPA Contract.</p> <p>Total sales tax calculated by AvaTax</p>		-6,200.00	-6,200.00
			0.00	0.00
<b>Total</b>				<b>\$44,321.93</b>

Sales Representative

**Kelly Naylor**  
**knaylor@design2wellness.com**  
**mobile 740-816-1884**

Customer Signature and Date \_\_\_\_\_

<b>Terms:</b>
Net 30 After Delivery

Please accept this signed quotation as a purchase order and acceptance of the price, terms and conditions below:  
 Standard terms are 50% deposit and balance due upon delivery or approved purchase orders.  
 All quotes are valid for 30 days from date of issue.  
 Restocking fees, storage fees or other penalties may be charged for cancellations, delays or returns.  
 For complete terms & conditions please visit [design2wellness.com](http://design2wellness.com).

<b>Proposal Expires On</b>
9/15/2022

OK  
20 Handled  
8-17-2022

# REQUEST FOR COUNCIL ACTION

No. RCA 22-193-8/22

FROM: Chief Walters  
DATE: 8-16-2022  
SUBJECT: Firefighter Turnout Gear

Committee Finance

## SUMMARY AND BACKGROUND:

Requesting Finance approval to purchase eight (8) sets of replacement firefighter turnout gear (protective coat and pants). This purchase is part of an ongoing equipment replacement plan started in 2021 which provides a portion of our department with NFPA compliant protective clothing each year.

8 sets @ \$2,805 = \$22,440

## Suggested Funding:

- Sufficient funds in Account No. 107-0110-54413
- Transfer needed from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_
- NEW APPROPRIATION needed in Account No. \_\_\_\_\_

Emergency Clause Requested:  
Reason:

---

## COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date: