

## REQUESTS FOR COUNCIL ACTION/DISCUSSION

### Finance Committee

- 21-164-9/13 – Budget Amendments
- 21-165-9/13 – Fund Transfer Request – Muni Court
- 21-166-9/13 – Fund Transfer Request – TIF Fund
- 21-167-9/13 – Fund Advance Request – CDBG / CHIP Grants
- 21-168-9/13 – Fund Advance Request – TIF District
- 21-169-9/13 – Expenditure Over \$15,000 – Davis Tree Farm – Forestry
- 21-170-9/13 – RFP's Drug Screen & Related Professional Services
- 21-171-9/13 – Amend S&B Code – Water Department Changes
- 21-172-9/13 – MCRC Job Description Revision – Recreation Supervisor
- 21-173-9/13 – Expenditure Over \$15,000 D & R Commercial Flooring – MCRC
- 21-174-9/13 – Reject Proposal for MCRC Sponsorships
- 21-175-9/13 – PY21 CDBG Grant – Amend Ord. 92-21
- 21-176-9/13 – Then & Now – Emergency Railroad Repair
- 21-177-9/13 – Loan Application – OPWC – N. Huntington Street Reconstruction Phase 3
- 21-178-9/13 – Purchase 2 Dump Truck Beds for F550 – Street Dept.
- 21-179-9/13 – Amend S&B Code, Section 31.09.1 – Re: Overtime - Fire
- 21-180-9/13 – American Rescue Plan Act Grant – Potential Projects (Discussion)

9/13/21

RCA 18-138-7/9  
Addendum  
9-13-21 Finon

## Feral Cat Proposal

We formed a 501c3, "Medina Meow Fix" that we will fund in the way we provide funding to the SPCA. This nonprofit will do community education and organize the trapping of the feral and abandoned cats.

The nonprofit will partner with both Mission Possible and the SPCA. Mission Possible will do the spay/neuter and vaccines. The SPCA will provide the traps and assist in the fostering of friendly and socialized cats.

The legislation necessary to make this work is the funding on the nonprofit to pay for the spay/neuter/vaccine.

I am proposing we fund the program with \$20,000 for one year as a pilot program.

In addition to the city funding, the nonprofit will be required to recruit volunteers, grow the membership of their organization and engage in fundraising activities.

I am fairly confident that this approach will both garner broad community support in donations and volunteering and most importantly also provide a realistic and compassionate reduction in feral and abandoned cats.

\* Following approval of the cat issue the committee will return to the deer/goose issue.

8/24/21- AR/EH Approve \$10,000 subject to  
Memo of Understanding to be developed  
through Law Director  
3-0 passed

## AGENDA

Tuesday, August 24, 2021

Medina City Hall

Council Rotunda

### Special Legislation Committee (5:00 p.m.)

In attendance: Bill Lamb - Chairman, Eric Heffinger, Paul Rose,  
Others in attendance: Mayor Hanwell, Nino Piccoli, Jessica Hazeltine, Wendy Mirrotto  
(Kitten Crazy)

#### 1. 18-138-7/9 – Consider Legislation Prohibiting Feeding of Wild Animals (Feral Cats Program – Medina Meow Fix)

Bill Lamb explained that it was not the place to put feral cats in with the wild animal ordinance and he takes full responsibility. In the end it was fortunate that we didn't vote on anything that night it first came up for discussion, and we reconsidered due to some of you folks that were at that meeting. The way we got here tonight is because you all were willing to work with the city so that you all could educate us about the issue and all that is involved with feral and/or abandoned cats, trapping, spaying and neutering them. Bill stated that the City of Medina and the County of Medina and very few communities our size have ever funded a T & R program although feral cats are an issue in many, many, communities.

Bill stated what they came up with after many discussions was first being able to find a vet clinic that was local and willing to work with us.

First some individuals formed the non-profit The Medina Meow Fix, and by forming a non-profit the City of Medina can fund it. They then engaged with Mission Impossible where the vet clinic is. The non-profit agreed to work with the SPCA on trapping and education and transporting the cats to Mission Impossible. SPCA would also help with adoption of the abandoned cats.

There is no labor cost for trapping, no cost with the adoption through the SPCA. We are really just funding the cost for the Veterinary Clinic doing the work on the feral cats. This will help in decreasing the population. Cats become less active, will not wander as far, and do not reproduce. Bill stated that the T & R program that you all worked so hard to put together with us not only represents the first program of its kind in the city but also it is the only recognized program that works.

There is no legislation because the program is already put together thanks to all your hard work. The issue here tonight is simply funding the program. When we looked at the numbers and variances of numbers over a 12-month span. It is important to start now and go 12 months from now. Bill's proposal has been that we fund the non-profit of Medina Meow Fix so that we can deal with the numbers that we are projecting what we will have. The figure of \$20,000.00 was arrived at because if you look at the numbers that we have had in the past, and you look at the numbers where we are now and we know what the numbers will be in the spring time, hopefully that money will be enough money to provide for the spay and neuter and vaccination of the feral cats as well as some of the things that go along with the process of trapping.

Eric Heffinger stated that \$20,000.00 sounds like a lot of money up front and he understands that the money is being put in by individuals. Eric stated he has been a resident here since he was 8 years old, council person for over 3 years and he has never heard a complaint about feral cats until they went to restrict feeding completely outside and the group showed up to say no we use that as bait to catch them. Eric said he is curious if this is supposed to be the plan that we continuously are paying \$20,000.00 a year for if this is successful, and is it up to the city to continuously fund? It states in here there is a possibility of them fundraising and whatnot, or is the goal to get this going with the city and then the program will take over from there, and if so what are their fundraising goals and how do they plan to go about that?

Bill stated when they put this together it was built into the program that the city would provide the funding as a pilot program which would be this year but that the non-profit was required to do fundraising and to do educational programs. The educational programs are a key component for the people that live in this community, so that they not only know not only what this non-profit is doing, but their own responsibilities regarding these feral or abandoned cats if in fact they want them trapped, and when they return after they have been trapped, if they are a feral cat and have had their ear clipped what is your responsibility. Bill spoke of the shirts that he and councilwoman Hazeltine donated so that the program can sell and profit from the shirts.

There are two checking accounts set up. One is for the city money so that can all be accounted for in a way so that we know exactly when and where the cat was picked up, what was done to the cat and where did the cat go in the end and how much did it cost. The second checking account is when they sell these t-shirts or they have other fundraising activities that money will go into the second account.

Bill explained that you can have a valid expectation after two years of the T & R program working, you can decrease the population of feral cats by about 66%. That is an incredible number. This group is committed to fundraising, and as they fundraise, and as the feral cat population decreases, then the city would logically no longer need to contribute a significant portion of the funds. Bill's expectation down the road 1-1/2 or 2 years, the city would be at much less of a contribution.

The SPCA does not assist in any trapping of feral cats, the SPCA does not take any feral cats. The SPCA doesn't have the facility nor do they have a place for these cats. The SPCA is generously going to take in the kittens for us after they go to foster homes where the foster parents will work with these kittens. Currently have 5 foster homes. The SPCA will microchip all those kittens, and then have them spayed, neutered, vaccinated and then adopted. A normal spay is around \$200 to \$300 per cat, we are able to do 400 cats with the \$20,000.00.

A Medina Meow Fix member stated she would like to do some online base store/auctions site. Michelle stated this year they started keeping track of numbers and so far, they have done 200 all together and 70 have been in Medina City.

Tracy, the Director of Operations at the SPCA stated that Medina City probably does not receive a lot of calls but they do and on a daily basis about feral and stray cats in their yard. A lot of the problem is people abandoning these animals when they don't want them anymore. In the last month alone, they had 9 cats abandoned. They have taken in 159 cats from Medina City so far this year.

Mr. Rose stated it sounds like the majority of the colonies are concentrated around where the older population live. Michelle stated more lower-income areas.

Councilwoman Hazeltine feels it would be irresponsible of us to not provide the appropriate amount of funding for this program. Up to this point the expense has been taken on by our residents. The SPCA can't handle the amounts of cats on their own. Jess stated she didn't realize there was a problem either and how big it was. Jess stated if we were to incur the additional cost of hiring say, an animal warden, it would be significantly more than what the organization is asking for. An animal warden wouldn't solve the problem as is would only be responsible for trapping the cats and not handle any spaying or neutering. The key to controlling our stray cat population is keeping those feral cats from reproducing. In good conscience herself \$10,000.00 is the minimum amount she would accept to fund this opportunity.

Dennie Simpson applauds their organization and for everything they are doing. Agrees with Jessica on the cost for an animal warden and how it wouldn't solve the problem. Dennie also feels \$20,000.00 is a lot. We have a lot of non-profit organizations in our community and some have come to us for funding. There are going to be a lot of people that will question council as to why we are spending tax dollars on your organization. We are going to get those questions and will have to address that. Dennie suggests there are some foundations in our community that might be interested in helping fund the organization verses tax dollar funds. He is not saying he won't support the Medina Meow Fix organization but not for \$20,000.00. Thank you so much for educating us on this problem.

A Medina Meow Mix member stated they do plan to fundraise. They spoke with Bill Lamb and asked about the \$5 million dollars that Medina City received for COVID relief and thought maybe they could get some money through that fund due to the fact that these animals being abandoned has grown exponentially due to people suffering under COVID and throwing animals out the door because they couldn't take care of them.

Dennie asked if she looked into that, and stated he would support COVID funds being used for that but doesn't know the answer.

Mr. Shields does appreciate everyone and all the hard work they've done. Jim stated in his Ward 4 he has received phone calls from residents and companies complaining and concerned about what to do. Jim is in favor of trying to do something here but does feel \$20,000.00 is a lot and struggles since we only give the SPCA \$10,000.00 when they do so much for us. Jim stated he and the Mayor sit on one of these foundations and they are committed to try and talk with that foundation on a possible compromise that can be reached where the city contributes some and maybe start by one of the foundations and see if there would be an interest level there.

Jessica Hazeltine stated they discussed the funding of the Office for Older Adults and the SPCA and she wanted to point out those are both Medina County agencies, this would be one that is specifically for the City of Medina. That \$10,000.00 from the SPCA also handles more than cats so this would take some of the burden off of them and allow them to provide other services we need that we would have otherwise have taken care of by an animal warden.

Mr. Rose stated with regard to the Office of Older Adults, yes, we did contribute to them we no longer do. Those funds were given strictly for feeding Medina City people. When the tax was passed two years ago that took away the need to have the funding from the city.

Lisa spoke on opening Mission Possible Hospital 3 years ago now. Lisa stated she is not non-profit but she has discounted the ferals significantly at \$35 and don't even charge for the rabies shots. She does ear tipping, a tattoo, treats for fleas or parasites.

Michelle spoke of some locations where there are issues with the feral cats such as Springbrook Rd. off of rt. 57, Oak Street, LaSalle and the trailer parks, Nottingham.

Sherry Slink spoke on the cost of the traps in addition to the medical care, food, tarps and tuna fish, it all adds up. Everyone that fosters will need 4 to 5 cages to keep these cats in because sometimes we have to wait 3 to 5 days to get them into the vet. They will also need litter boxes, litter and supplies.

Mayor Hanwell stated that the SPCA has done 160 cats in Medina City this year and Michelle has done 80 which comes to 240 in 8 months. 30 a month comes to 360 cats, 360 x \$50 is pretty close to \$20,000.00. Mayor Hanwell seems to feel \$20,000.00 is pretty close on the mark of what we are dealing with here. Encourages the committee that we need to do something and if it is more acceptable to the committee members he would recommend that we start with \$10,000.00 of city money and give Mr. Shields and himself a chance to check with the foundation that they are both on to see if they can find some matching funds. He thinks that was an excellent question about the COVID funds, the city has legal counsel that is reviewing all of the COVID requests. The regulations keep getting tighter and tighter and a lot of it is to do with health-related issues, storm water, fresh water and things like that or something that is directly COVID related. A lot of personal hard-earned money has been spent by many here to help us evade this problem he agrees with Councilwoman Hazeltine that it is time for the city to step up and try to assist with this program as well.

Mr. Lamb stated one good thing about working here in this city, with this administration, this council and the mayor there is always a determined effort to solve a problem or rise up and take care of things. The Mayor's suggestion which we could vote on tonight on this committee would be we could say we will commit that we will send out of committee to finance committee \$10,000.00 and before it goes to the Finance Committee check with the foundation and see if there are matching funds to go with that.

Bill is aware that this \$20,000.00 figure didn't just fall out of the sky, it was based on very realistic fact-based projections of what kind of numbers we will have.

Mayor Hanwell clarified worst case scenario, if the committee and ultimately the Council would commit to the \$10,000.00 now we would do our best to get some additional funds other than city funds worst case is if \$10,000.00 is the number and 6 months from now you all can show us what has been done with that \$10,000.00 he feels we would all be in a much better place to then have Council reconsider the additional \$10,000.00. Because right now it is all speculation of what could happen with the \$10,000.00.

Mr. Rose stated they are very frugal with city tax dollars and he specified separate check book for the city funds, with two signatures on every check that goes out so there is an accountability. Paul asked that when this moves forward to the finance committee that you all come and tell your story but condensed because it moved him.

Mayor Hanwell stated his feeling is that the Law Director is probably going to want to have some sort of memorandum of understanding between the city using city tax dollars and the 501C3. It will basically lay out what our expectations are of why we are providing the money and your agreement to it.

Mr. Heffinger stated we may want to stipulate that this specifically goes to the catching, spaying and neutering and not any office or advertising or anything else that goes along with this and that their fund raising can cover other expenses.

Mr. Rose moved to move this to the Finance Committee requesting \$10,000.00 subject to the Memorandum of Understanding that will be developed through the Law Director, seconded by Mr. Heffinger. Motion passed 3-0.

There being no further business, the meeting adjourned 6:20 p.m.

Bill Lamb, Chairman

**REQUEST FOR COUNCIL ACTION**

No. RCA 18-138-7/9

FROM: John Coyne, President of Council

Committee: Special Legislation to Finance 3/19/2

DATE: 6/27/2018

SUBJECT: Consider Legislation Prohibiting Feeding of Deer/Wild Animals

**SUMMARY AND BACKGROUND:**

Discuss the possibility of passing legislation to prohibit the feeding of deer and/or wild animals.

*Chapter 505.082*

*Feral cats*

Sample legislation attached.

*Dennie - byrs ago - Haber said couldnt have ord. specific to deer. biggest problem - enforcement. Thats why we didnt go forward. Thinks good start might be putting up signs.*

*Paul - ban feeding of all wild animals. They come right up to you. Becoming dependent on humans for food.*

*Eric - Keep wild-wild.*

*Bill - Thinks message is good. Doesnt know if its enforceable.*

*Kimney - Need to see or person has to admit to doing it. Mayor - video tape can be used to file a complaint. But most have to be witnessed by officers. - Would be a learning curve.*

*Wagon - Ask Huber. 1. Do legal research 2. would it be better to have civil penalty?*

*Case - trying to pass a law that effects only 100 people - Do another way. Bill - will talk to law director. Cost of policing may be too high. 9-2-20 Paul - big problem w/ this - fowl, geese, cats*

**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:

*Coyne - Dont know if you can get rid of them. Bill - had discussion - Law Director - Concerned w/ violations arising from bird feeding. ERIC - Keep wild, wild - Agrees w/ legislation. Paul - Neighbors feed animals. Believe vast majority of people will comp. Everyone will benefit from it. Deer attacks can be vicious - need for protection of community.*

**COUNCIL USE ONLY:**

**Committee Action/Recommendation:**

Council Action Taken: *11/19/19 Hold - talk to Law Director  
9/2/20 will talk to Parks Director  
look at other options  
Tabled  
3-8-21 PR/EH Passed 2-1 to Finance (EH-No)  
3-22-21 JS/DS 7-0 approved*

Ord./Res. *Ord. 57-21*  
Date: *4-12-21*





Batch Number   
 (Finance use only)  
 Batch Posted?

RCA Number RCA 21-164-9/13  
 (Council use only) Finance

**REQUEST FOR APPROPRIATION ADJUSTMENT**

TYPE OF ADJUSTMENT  
 (CHECK ONE)

ADMINISTRATIVE  
 FINANCE COMMITTEE  
 COUNCIL

<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

NO. 2021-028  
 (Finance use only)

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS	EXPLANATION
			001-0707-56615	700,000.00		x	Appropriation needed for PY 20 CHIP program
			138-0460-50111	22,280.00		x	Appropriation needed for PY 20 CHIP program
			138-0460-51121	3,000.00		x	Appropriation needed for PY 20 CHIP program
			138-0460-51126	3,000.00		x	Appropriation needed for PY 20 CHIP program
			138-0460-52214	4,000.00		x	Appropriation needed for PY 20 CHIP program
			138-0460-55215	205,000.00		x	Appropriation needed for PY 20 CHIP program
			138-0460-53311	4,000.00		x	Appropriation needed for PY 20 CHIP program
			138-0460-53315	4,000.00		x	Appropriation needed for PY 20 CHIP program
			139-0460-50111	48,720.00		x	Appropriation needed for PY 20 CHIP program
			<del>139-0610-52215</del> OHV 139-0610-52215	406,000.00		x	Appropriation needed for PY 20 CHIP program
			Total increases to fund:	1,400,000.00			
			Total reductions to fund:				
			Total transfers within fund:				

EXPLANATION:

To appropriate funds for the program year 2020 CDBG CHIP Grant; Grant Number A-C-20-2CN-1 AND AC-20-2CN-2. In accordance with ORC 5705.42, Federal and State grants and loans do not require formal appropriation by Council. Refer to 2015 Ohio Compliance Supplement, section 1-2 for further detail.

Refer to 'Supporting Docs' tab for breakout of salaries and benefits.

DEPARTMENT HEAD: Keith Dirham/Lori Bowers

DATE: 9/6/2021

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

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

COUNCIL/COMMITTEE ACTION:

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

ORD. NO. 150-21

CLERK OF COUNCIL/DATE

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

**REQUEST FOR COUNCIL ACTION**

No. RCA 21-165-9/13

FROM: Keith Dirham, Finance Director  
Lori Bowers, Deputy Finance Director  
DATE: Sept 6, 2021  
SUBJECT: Transfer Request

Committee: Finance

**SUMMARY AND BACKGROUND:**

The Finance Department respectfully requests Council to authorize the Finance Department to transfer \$38,806.23 from the Case Management Fund (#168) to the Court Special Project Fund (#169). This transfer request is part of the Judgment Entry dated June 14, 2017 from Judge Dale Chase with regards to reimbursement payment for the Pioneer/ Benchmark Case management system. Total amount of funds from the Court Special project fund was \$77,306.23. \$38,500 was returned in 2020.

New appropriation needed into Fund 168.

Estimated Cost: Refer to above

Suggested Funding: n/a

Sufficient funds in Account No.: n/a

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:

Ord. 151-21  
9-13-21

ORD. 117-20

IN THE MEDINA MUNICIPAL COURT  
MEDINA COUNTY, OHIO

IN RE:  
CASE MANAGEMENT SYSTEM


JUDGMENT ENTRY

Pursuant to R.C. § 1901.26(B) the Court authorizes the purchase of a case management system and all associated hardware and software from Pioneer Technology Group (1100 Central Park Drive, Suite 100, Sanford, Florida 32771) upon execution of a contract between Pioneer Technology Group and Nancy L. Abbott, Clerk of Court, to be paid from the Medina Municipal Court special projects funds accounts numbers 169-0705 and 168-0705.

Upon receipt of the invoice(s) from Pioneer Technology Group and approval of same by the Clerk of Court, the balance of funds in account 168-0705 as of the end of the month preceding receipt of the invoice(s) shall first be applied to the invoice(s), and thereafter the balance of the invoice(s) shall be paid from account 169-0705.

The total amount paid from account 169-0705 shall be reimbursed to that fund from account 168-0705 in semi-annual payments of the balance in account 168-0705 on June 1 and December 1 of each year beginning June 1, 2018, and continuing until reimbursed in

IT IS SO ORDERED.

  
DALE H. CHASE,  
JUDGE

2018 JUN 14 PM 4:15  
FILED  
MEDINA MUNICIPAL COURT

**REQUEST FOR COUNCIL ACTION**

No. RCA 21-166-9/13  
Committee: Finance

FROM: Keith Dirham, Finance Director  
Lori Bowers, Deputy Finance Director  
DATE: September 7, 2021  
SUBJECT: Transfer Request – TIF Fund

**SUMMARY AND BACKGROUND:**

The Finance Department respectfully requests Council to authorize the Finance Director to transfer \$3,047,180 from the TIF Fund (#201) to the General Fund (#001) to cover the TIF district expenses.

Estimated Cost: \$3,047,180.00

Suggested Funding:

Sufficient funds in Account No.:

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

NEW APPROPRIATION needed in Account No.: 201-0645-56611 – see ap adj 2021-027

Emergency Clause Requested: No

Reason:

---

COUNCIL USE ONLY:  
Committee Action/Recommendation:

Council Action Taken:

Ord./Res. Ord. 151-21  
Date: 9-13-21

# REQUEST FOR COUNCIL ACTION

No. RCA 21-167-9/13

FROM: Keith Dirham, Finance Director  
Lori Bowers, Deputy Finance Director  
DATE: September 7, 2021  
SUBJECT: Advance Request

Committee: Finance

## 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)	CDBG-CHIP Fund (#138)	\$245,280	Program year 2020 CDBG-CHIP Federal Grant
General Fund (#001)	HOME-CHIP Fund (#139)	\$454,720	Program year 2020 HOME-CHIP Federal Grant

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

Estimated Cost: \$700,000 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.: \$700,000 increase to account 001-0707-56615  
Refer to Appropriation Adjustment #2021-028

Emergency Clause Requested: No

Reason:

---

## COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

Ord. 152-21  
9-13-21

**REQUEST FOR COUNCIL ACTION**

No. RCA 21-168-9/13  
Committee: Finance

FROM: Keith Dirham, Finance Director  
Lori Bowers, Deputy Finance Director  
DATE: September 7, 2021  
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)	Downtown Redevelopment TIF (#201)	\$3,047,180.00	TIF district

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

Estimated Cost: \$3,047,180.00 from the General Fund. General Fund to be reimbursed as funds are received from the TIF district.

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 app:2021-027

Emergency Clause Requested: No

Reason:

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken:

Date: Ord./Res.

Ord. 152-21  
9-13-21

RCA 21-169-9/13  
Finance Only  
9-1-2021

**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. 101-05)

Date: 9/1/2021

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. 21-0976 line 002 for Fall tree planting

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

**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.





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

**PURCHASE ORDER**

Page: 1  
 P.O. Number: 2021000976  
 P.O. Date: 03/22/2021  
 Req. Number: BOC  
 Requested By: Lilly Selva  
 Blanket Type: RB  
 Ship Via:  
 Terms:

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

**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 3/22/21						

Accounting

001	RB-TREES-SPRING/FALL PLANTING	108-0610-54411				\$3,931.00
002	RB-TREES-SPRING/FALL PLANTING	001-0420-54411				\$11,069.00

001	BAL		3,931.00				002			
4/30	101582		1,462.00				4/30	097334		627.00
	101583		2,464.00					611k90		10,442.00
							4/30	101582		4,537.00
								101583		2,424.00
										3,481.00
							7/15	105663		300.00
										3,181.00

Purchase Order Total: \$15,000.00

MOVE \$1731.00 FROM L#2 TO L#1; REQ #420-105; 4/21/21

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

*Keith J. Dvornik*

Director of Finance

3/25/2021

Date

OK  
D. J. Kennedy  
9-2-2021

# REQUEST FOR COUNCIL ACTION

No. RCA 21-170-9/13  
Committee: Finance

FROM: Sherry Crow / Administrative Office Manager  
DATE: September 2, 2021  
SUBJECT: Drug Screen and Related Professional Services

## SUMMARY AND BACKGROUND:

Respectfully request authorization for the Mayor to solicit requests for proposals (RFP's) for drug screening and associated professional services for the employees of the City of Medina and to award the contract to the successful bidder. The current contract with Integrity Verifications expires December 31, 2021.

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:

**REQUEST FOR COUNCIL ACTION**

No. RCA 21-171-9/13

FROM: Nino Piccoli, service Director  
DATE: 9/7/21  
SUBJECT: Water Department Changes

Committee: Finance

**SUMMARY AND BACKGROUND:**

Salaries and Benefit Code 31.05 Water Department currently has:

2 Operations Technicians	35A-F union	\$22.69-\$28.95
2 Meter Service Technicians	32.5 A-F union	\$20.19-\$25.77
1 Water Technician	32.5 A-F union	\$20.19-\$25.77

The Water Department's needs have changed over the years with the water treatment section being eliminated.

Respectfully requesting Council to consider:  
Eliminate 1 operations tech and add 1 additional water technician  
Eliminate 1-meter service tech and add 1 additional water technician

This would change 31.05 Water Department to:

- 1 Operations Technician
- 1 Meter Service Technician
- 3 Water Technicians

The workload for the operations tech has decreased and the meter service tech only deals with water meter issues. The water techs are versatile, can fill in anywhere as needed. It would be more beneficial to have water techs available as needed and there is a savings changing the operations tech to a water tech and the wage is the same for a meter tech to the water tech classification.

Thank you for your consideration.

**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:**

Reason:

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.  
Date:

*OK, Approved 9-7-2021*  
**REQUEST FOR COUNCIL ACTION**

No. RCA 21-172-9/13

**FROM:** Jansen Wehrley *JW*  
**DATE:** September 7, 2021  
**SUBJECT:** MCRC Job Description Revision- Recreation Supervisor to Facility Supervisor

**Committee:** Finance

**SUMMARY AND BACKGROUND:**

The MCRC is respectfully requesting Council authorization to revise the classification/Job description of the Recreation Supervisor and to rename the position, "Facility Supervisor."

Changes were made to the essential job functions, removed abolished positions references, added the requirement to remain insurable under the City's vehicle insurance plan, specified equipment used, and the willingness to work off-hours.

The pay grade is to remain the same for the position (8A-F \$22.12-\$28.23) and will be a classified, full-time position, with benefits.

The Civil Service Commission reviewed and approved the proposed changes on 9/1/21 and recommended the position be filled by detailed resume with interview panel consisting of Parks Director, Recreation Center Superintendent, and a member of the Recreation Center Advisory Committee.

This position was identified as the greatest need now that MCRC revenues are close to the 70% benchmark. MCRC Staff has worked strategically and tirelessly to keep our revenues in line with expenses over the last 11 months. With the increase in patron traffic flow and peak season rapidly approaching, our plan is to advertise and fill this position as soon as possible.

\*\*Pending Law Director approval of the job description.

**Suggested Funding: N/A**

- 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:**

**THE CITY OF MEDINA  
JOB DESCRIPTION**

**TITLE:** Recreation Supervisor

**REPORTS TO:** Recreation Center Director

**DEPARTMENT/DIVISION:** Recreation

**CIVIL SERVICES STATUS:** Classified

**JOB STATUS:** Full-time

**EXEMPT STATUS:** Non-exempt

**CLASSIFICATION FEATURES:** As part of an evolving, fast-paced organization, the individual in this classification will be responsible for a multitude of tasks within the Medina Community Recreation Center (MCRC). This individual is primarily responsible for the overall supervision of the specific facility area, personnel and daily operations during various facility hours. The individual in this position is under the general supervision of the Recreation Center Director.

**ESSENTIAL JOB FUNCTIONS:**

Manages part-time facility staffing including hiring, training, scheduling and supervising of employees in the Fitness Room, Field House and Café, the Building Monitors and the Rental Coordinator.

Conducts monthly part-time staff meetings, as required, to provide appropriate training and development.

Maintains proper operation of Fitness Room equipment including cleaning and maintenance.

Reviews facility rental requests including appropriate facility use and staffing coverage.

Oversees the facility set-up required for MCRC sponsored rentals, programs and special events.

Coordinates all part-time and full-time staffing certifications in Cardiopulmonary Resuscitation/AED and First Aid, excluding lifeguard certifications.

Researches new equipment purchases for facility and maintains facility equipment inventory.

Maintains Emergency Action Plan and Procedures and Facility Area Staff Manuals.

Assists Center Director with developing and maintaining standard operating procedures policy and operational manual and employee handbook.

Interprets and enforces City and Department policies, procedures, rules and regulations.

Reports details of day-to-day operations of MCRC to Center Director on a regular basis.

Oversees daily operations of the café/vending facilities.

Maintains regular and consistent attendance.

Prepares monthly reports and statistics regarding facility usage and participant counts.

Assists Center Director in preparing facility budget and bi-weekly staffing payroll.

Assists Center Director in coordinating custodial and maintenance responsibilities and concerns with the Medina City School staff.

Oversees patron safety, security, and disciplinary issues.

Serves as full-time Manager on Duty as assigned.

Serves as the person in charge in the absence of the Center Director.

Attends seminars, conferences and workshops to gain knowledge to further upgrade Department programs and day-to-day operations.

Attends Recreation Board meetings, when required.

Assists fellow employees as required and works closely with fellow staff members and community in carrying out department goals.

Able to perform the physical demands that include but are not limited to having the strength and endurance to walk during long periods of time, along with the ability to spend time standing, bending, stooping, crawling, squatting, lifting, kneeling, reaching throughout the day.

#### **EDUCATION, TRAINING AND EXPERIENCE:**

Bachelor's Degree in Sports Management, Public Leisure or Recreation.

Increasing responsibility in professional recreation including work in a private, public or military recreation delivery system. Advanced degree may be applied toward experience requirement.

#### **License:**

Valid driver's license issued by the State of Ohio.

#### **Certification:**

Cardiopulmonary Resuscitation/ AED  
First Aid

#### **QUALIFICATIONS:**

##### **Knowledge of:**

- Comprehensive recreation programs; and
- Principles of public recreation and its application at a local level.

**Skilled in:**

- Overseeing various Department functions such as program development, marketing and budgeting; and
- Customer service.

**Ability to:**

- Supervise part-time employees;
- Communicate effectively in writing or orally with co-workers, supervisors and the general public in person or over a telephone or radio;
- Read and write reports, correspondence and instructions;
- Operate motor vehicles safely;
- Understand and follow complex oral and written instructions;
- Operate standard office equipment including but not limited to, personal computer, fax and copy machines, telephone and printers; and
- Provide administrative and professional leadership and direction to Department personnel.

**ENVIRONMENTAL ELEMENTS:**

This position requires the employee to spend part of each working day in the office and throughout the Recreation Center. The position includes a high incidence of interaction with fellow employees and patrons.

**WORKING CONDITIONS:**

May be required to work outside normal business hours including weekends, evenings and holidays.

**EQUIPMENT USED:**

**ADDITIONAL REQUIREMENTS:** The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job. Employee understands that conditions may require the City to modify this Job Description and that the City reserves the right to exercise its discretion to make such changes.

**EMPLOYEE ACKNOWLEDGMENT:** \_\_\_\_\_

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

**THE CITY OF MEDINA  
JOB DESCRIPTION**

**TITLE:** ~~Recreation~~ Facility Supervisor  
**REPORTS TO:** Recreation Center Director  
**DEPARTMENT/DIVISION:** Recreation  
**CIVIL SERVICES STATUS:** Classified  
**JOB STATUS:** Full-time  
**EXEMPT STATUS:** Non-exempt

**CLASSIFICATION FEATURES:** As part of an evolving, fast-paced organization, the individual in this classification will be responsible for a multitude of tasks within the Medina Community Recreation Center (MCRC). This individual is primarily responsible for the overall supervision of the specific facility area, personnel and daily operations during various facility hours. The individual in this position is under the general supervision of the Recreation Center Director.

**ESSENTIAL JOB FUNCTIONS:**

Manages part-time facility staffing including hiring, training, scheduling and supervising of employees in the Fitness Room, ~~Field House and Cafe, the Building Monitors and the Rental Coordinator,~~  
Facility Attendants, and Facility Monitors.

Conducts ~~monthly~~ part-time staff meetings, as required, to provide appropriate training and development.

Maintains proper operation of Fitness Room equipment including cleaning and maintenance.

Reviews facility rental requests including appropriate facility use and staffing coverage.

Oversees the facility set-up required for MCRC sponsored rentals, programs and special events and assists with staffing and coordination.

Coordinates all part-time and full-time staffing certifications in Cardiopulmonary Resuscitation/AED and First Aid, excluding lifeguard certifications.

Researches new equipment purchases for facility and maintains facility equipment inventory.

Maintains Emergency Action Plan and Procedures and Facility Area Staff Manuals.

Assists Center Director with developing and maintaining standard operating procedures policy and operational manual and employee handbook.

Interprets and enforces City and Department policies, procedures, rules and regulations.

Reports details of day-to-day operations of MCRC to Center Director on a regular basis.

Oversees daily operations of the ~~cafe~~ vending facilities.



Maintains regular and consistent attendance.

Prepares monthly reports and statistics regarding facility usage and participant counts.

Assists Center Director in preparing facility budget and bi-weekly staffing payroll.

Assists Center Director in coordinating custodial and maintenance responsibilities and concerns with the Medina City School staff.

Oversees patron safety, security, and disciplinary issues.

Serves as full-time Manager on Duty as assigned.

Serves as the person in charge in the absence of the Center Director.

Attends seminars, conferences and workshops to gain knowledge to further upgrade Department programs and day-to-day operations.

Attends Recreation Board meetings, when required.

Assists fellow employees as required and works closely with fellow staff members and community in carrying out department goals.

Able to perform the physical demands that include but are not limited to having the strength and endurance to walk during long periods of time, along with the ability to spend time standing, bending, stooping, crawling, squatting, lifting, kneeling, reaching throughout the day.

#### **EDUCATION, TRAINING AND EXPERIENCE:**

Bachelor's Degree in Sports Management, Public Leisure or Recreation preferred.

Increasing responsibility in professional recreation including work in a private, public or military recreation delivery system. Advanced degree may be applied toward experience requirement.

#### **License:**

Valid driver's license issued by the State of Ohio and must remain insurable under the City of Medina's vehicle insurance plan.

#### **Certification:**

Cardiopulmonary Resuscitation/ AED  
First Aid

#### **QUALIFICATIONS:**

##### **Knowledge of:**

- Comprehensive recreation programs; and
- Principles of public recreation and its application at a local level.

- Computers, programs and membership software, including but not limited to Microsoft Office, Excel, and Word.

**Skilled in:**

- Overseeing various Department functions such as program development, marketing and budgeting; and
- Customer service.

**Ability to:**

- Supervise part-time employees;
- Communicate effectively in writing or orally with co-workers, supervisors and the general public in person or over a telephone or radio;
- Read and write reports, correspondence and instructions;
- Operate motor vehicles safely;
- Understand and follow complex oral and written instructions;
- Operate standard office equipment including but not limited to, personal computer, fax and copy machines, telephone and printers; and
- Provide administrative and professional leadership and direction to Department personnel.

**ENVIRONMENTAL ELEMENTS:**

This position requires the employee to spend part of each working day in the office and throughout the Recreation Center and City of Medina's Parks. The position includes a high incidence of interaction with fellow employees and patrons.

**WORKING CONDITIONS:**

~~May~~ Will be required to work outside normal business hours including weekends, evenings and holidays.

**EQUIPMENT USED:**

**ADDITIONAL REQUIREMENTS:** The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job. Employee understands that conditions may require the City to modify this Job Description and that the City reserves the right to exercise its discretion to make such changes.

EMPLOYEE ACKNOWLEDGMENT: \_\_\_\_\_

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

RCA 21-173-9/13  
OK Finance Only  
26 Home  
9-7-2021

**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. 101-05)

Date: 9/7/2021

Department: MCRC

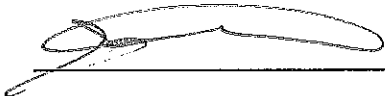
Amount: \$24,000.00

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

Account Number: 574-0351-53322

Vendor: D & R Commercial Flooring - New Vendor

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



Item/Description:

**Rubberized flooring for Community Room A**

**For Multipurpose use as aerobics studio, spinning classes, stretching area**

**and can still be utilized as a meeting room when necessary.**

**Quote includes demo and disposal, installation and flooring = \$22,905.18**

**\*Additional funds for concrete testing and moisture barrier if needed after demo of carpet.**

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.

# D&R COMMERCIAL FLOORING



August 2, 2021

CHRISTY MOATS  
MEDINA COMMUNITY REC CENTER  
855 WEYMOUTH ROAD  
MEDINA, OH 44256

Re: MEDINA COMMUNITY REC CENTER  
COMMUNITY ROOM "A"

Bid # Q35792

Scope of Work:

DEMO	DEMO & DISPOSAL OF THE EXISTING CARPET AND VINYL WALL BASE	\$1,457.87
RUB	FURNISH & INSTALL E CORE, RX RUBBER FLOORING. EXACT PATTERN AND COLOR TBD. 6' WIDE ROLL MATERIAL, FLOOR PREP, DIRECT GLUE INSTALL & HEAT WELD SEAMS	\$21,267.94
WALLBASE	FURNISH & INSTALL TRADITIONAL 4" VINYL COVE BASE, COLOR TBD	\$179.37
Total Price		\$22,905.18

Notes:

NO FURNITURE MOVE: the moving or lifting of any furniture found in the area(s) that are to receive flooring is the sole responsibility of the Owner and should be completely removed prior to the start of the installation process. Any furniture left that has to be move or lifted by D&R maybe subject to additional charges.

TAX EXEMPT ENTITY: Sales tax is NOT included, resale or exempt certificate to be provided if already not on file. Please notify D&R immediately if tax should be added to this project.

ACCEPTANCE: The undersigned acknowledges the accuracy and suitability of materials and labor set forth above and represents that he/she has authority to enter into this agreement on behalf of the customer. Customer further acknowledges and agrees to the payment terms and that any unpaid balances will be assessed a service charge of 1.75% per month. In the event of default of non-payment, customer agrees to pay all collection costs, including attorney fees.

Signature

Date

Title

PO#

*Exceeding our customers' expectations...*

*...one job at a time.*

# designFITNESS

equipment | sales | service

# Proposal

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

Proposal Number  
22590

Proposal Date  
7/5/2021

[www.designfitness.net](http://www.designfitness.net)

Bill To:

Medina Community Recreation Center  
Christy Moats  
855 Weymouth Rd  
Medina, OH 44256  
330-721-6919

Ship To:

Product #	Product Description	Qt	Unit Price	Total
Misc	***Flooring for Cycle/Multi Purpose Room*** Thor Neo-Cross-8 Neoflex Crosshatch Series Rubber Planks, 8mm Thickness, 47.25" x 7.87" Plank Size 2.5sf per Plank. Number of Planks = 580	1	10,034.00	10,034.00T
Misc	Thor NP-MAPEI-G21 Urethane Adhesive, 2 Gallon Buckets	1	1,029.00	1,029.00T
Misc	Thor NP--MT-00-A Aluminum Pinless Track	1	59.30	59.30T
Misc	Thor NP-CD-XX-B Track insert 3/8" to Vinyl 1/8"	1	87.53	87.53T
Misc	Thor J-1/8-RUB-4B Johnsonite 1/4" Rubber Base 4" High, Black	1	565.00	565.00T
Misc	Thor CFS-INS-SCBAGS, Floor Prep includes up to 15 Bags	1	1,323.00	1,323.00T
Misc	Thor CFS-INS-PLANX Neo Planx Installation		4,115.10	4,115.10T
Misc	Thor CFS-INS-Trans Transition Installation		30.00	30.00T
Misc	Thor CFS-INS-Base Vinyl Cove Base Installation		240.00	240.00T
Shipping	Shipping Charges		2,109.14	2,109.14T
	<p>***Note*** Tear out, Demo and Initial Cleaning is not included. Please make sure that the room in which this flooring to be installed is clear of any equipment, belongings, etc. that would delay the installation process. Thor or designFITNESS is not responsible for moving your belongings. Therefore please note that if the installation crew needs to move equipment etc the day of the installation the client will be subject to additional labor fees &amp; delay of installation.</p>			

Terms: Net 30 After Delivery

Sales Representative

*Kelly Naylor*

Customer Signature and Date

Subtotal

\$19,592.07

Sales Tax (0.0%)

\$0.00

Total

\$19,592.07

\*Please accept this signed quotation as a purchase order and acceptance of the price, terms and conditions above.

\*All commercial treadmills require a 20 amp, 110v, dedicated circuit.

\*Please specify frame and upholstery color if ordering strength equipment.

\*Installation delays over 2 months are subject to storage fees.

Proposal Expires On

8/5/2021

OK  
B. Hamrick  
9-7-2021

# REQUEST FOR COUNCIL ACTION

No. ROA 21-174-9/13

FROM: Medina Community Recreation Center

Committee: Finance

DATE: September 7, 2021

SUBJECT: Request to reject proposal for sponsorships at MCRC

## SUMMARY AND BACKGROUND:

The Medina Community Recreation Center respectfully requests Council to reject the single proposal received in response to the Request for Proposals for Marketing & Solicitation Services for the MCRC approved in Ordinance 94-21. Only one proposal was submitted, primarily for naming rights for the exterior of the Rec Center. The RFP specifically states that naming rights would not be considered at this time and focused on a donation recognition program. Sponsorship categories are defined in the Joint Operating Agreement with Medina City Schools.

see 72-19

### 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:

The RFP for Marketing and Solicitation Services is in July 13, 2021 Gazette, the RFP link is available on the rec's website, and the RFP has been emailed directly to the following marketing companies:

- Partner Marketing  
Attn: Mark Phelps  
[mark@partner-marketing.net](mailto:mark@partner-marketing.net)
- LOOK STRATEGIES  
Attn: Steve Corcoran  
[corc@lookstrategies.com](mailto:corc@lookstrategies.com)
- Innis Maggiore  
4751 Whipple Ave., NW  
Canton, OH 44718  
330-492-5500  
[dick.maggiore@innismaggiore.com](mailto:dick.maggiore@innismaggiore.com)  
Services: full service including sponsored content
- Nagel Advertising Inc. **(EMAIL UNDELIVERABLE)**  
803 E. Washington St., Ste 150  
Medina, OH 44256  
330-764-9229  
[sales@nagelad.com](mailto:sales@nagelad.com)  
Services: full service including sponsorship buying (event sponsorship)
- Superlative Group  
2843 Franklin Blvd.  
Cleveland, OH 44113  
216-592-9400  
[info@superlativegroup.com](mailto:info@superlativegroup.com)  
Services: analytics, preferred partnership programs, sponsorship sales services
- Knox Mktg Inc  
1730 Akron-Peninsula Rd., Ste 201  
Akron, OH 44313  
330-929-7700  
[knox@knoxmarketing.com](mailto:knox@knoxmarketing.com)  
Services: brand, digital, research, social engagement (no sponsorship listed in services)

 **Proposals Received:**

Superlative Group -July 27<sup>th</sup> 2021 via mail - 25%

**ORDINANCE NO. 94-21**

**AN ORDINANCE AUTHORIZING THE MAYOR TO SOLICIT REQUESTS FOR PROPOSALS (RFP'S) FOR MARKETING AND SOLICITATION SERVICES FOR THE MEDINA COMMUNITY RECREATION CENTER.**

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

- SEC. 1:** That the Mayor is hereby authorized and directed to solicit Requests for Proposals (RFP's) for marketing and solicitation services for the Medina Community Recreation Center in accordance with specifications on file in the office of the Mayor.
- SEC. 2:** That a copy of the Request for Proposal is marked Exhibit A, attached hereto and incorporated herein.
- SEC. 3:** That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.
- SEC. 4:** That this Ordinance shall be in full force and effect at the earliest period allowed by law.

**PASSED:** June 14, 2021

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

**ATTEST:** Kathy Patton  
Clerk of Council

**APPROVED:** June 15, 2021

**SIGNED:** Dennis Hanwell  
Mayor



ORA. 94-21  
Exh. A

Date: June 1<sup>st</sup>, 2021

Re: Request for Proposal  
Medina Community Recreation Center

The City of Medina's Medina Community Recreation Center ("MCRC") invites qualified marketing firms, or individuals, to submit proposals to provide a range of marketing and solicitation services related to implementing a "Donation Recognition" program for the MCRC located at 855 Weymouth Rd, Medina, OH 44256.

The MCRC has available, within its building, a variety of areas that could be of promotional benefit to many businesses and other entities and seeks to find a qualified marketing firm, or individual, to connect with those businesses and solicit donations in exchange for the placement of recognition and appreciation materials at the MCRC. This can include "donations" for naming rights for select areas of the center, which can include signage and other approved items within each respective area for specified lengths of terms. The donations may be monetary or the donation of specific capital items the Recreation Center may request, such as scoreboards, sunshades, fountains, etc. The marketing firm, or individual, would work with the Recreation Advisory Committee (RAC), Medina City Schools, and the City of Medina to select prospective donors and specific recognition and promotional materials included in the available donor packages, and the content thereof. The content of any advertising or promotional material shall be subject to approval by the RAC, Medina City Schools, and the City of Medina

The MCRC is seeking a marketing firm, or individual, with documented experience in sponsorship, donation, charity, and/or fundraising programs.

The marketing firm, or individual, should propose a percentage based "performance only" fee schedule, with the marketing firm, or individual, assuming all up front and ongoing selling expenses including, but not limited to, networking, securing and servicing contacts with all potential donors, providing signage and other materials, etc.

Please submit proposals in writing to the following prior to 10a.m. July 30<sup>th</sup>, 2021:

Medina Community Recreation Center  
Attn: Christy Moats  
855 Weymouth Rd.  
Medina, OH 44256.

Note: If you would like to tour the MCRC facility, you may contact the MCRC Superintendent, Christy Moats, @ 330-721-6919 to schedule a date/time.

Specific Areas for "Donation Recognition" opportunities:

- **Field House** — (basketball courts) 24,000 SQ FT. open area heavily used by participants and their families during basketball league season. This area is also used by Medina High School student physical education classes and general athletic programs.
- **Natatorium Pools** — Two separate pool areas
  - **Competition Pool** — 300k gallon pool with prominent score and statistic boards that could be a donation opportunity when replaced. The pool has contracts to host USA Swimming competitions, and is the home of Medina High School Swim Team, and Medina Recreation Swim Teams. This pool also provides diving, scuba and water fitness programs, and general MCRC membership lap swimming.
  - **Leisure Pool** — 115k gallon pool with slide and play feature heavily used for fitness classes, swim lessons for infants through adults, physical therapy via Medina Hospital/ Cleveland Clinic, and general MCRC membership leisure activities.
- **Fitness Room** — approx. 6,700 SQ FT, two level exercise facility with numerous cardio machines, dedicated free weight area, and selectorized weight machines. The Fitness Room is located in a highly visible area within view of the main entrance.
- **Indoor Walking /Running Track** — 10,000 SQ FT. Four lane, oval track with a continuous interior wall that could be utilized for donation recognition as well as rotating advertisement displays, etc.
- **Community Rooms B & C** — Meeting rooms can hold up to 100 patrons and host regularly scheduled, very well attended, senior lectures, rentals, and the MCRC Discovery Camp.
- **Front Lobby and Concourse** — Large, two-story open area connecting main entrance, pools, meeting rooms and the Field House.

These are just some of the ideas for donation recognition opportunities. The MCRC is open to other creative ideas, like printing approved donor messages on the reverse side of its membership ID cards that are currently blank on the back. The MCRC also has a website and Wi-Fi available for patron use.

Matters to consider:

1. The fee schedule in the proposal should be performance based, as there will be no funding from the MCRC for initial or ongoing expenses to attract donors, so those expenses should be factored into the proposed fee schedule.
2. Priority will be given to the dynamic and pre-existing relationship the City of Medina and Medina City Schools have with the Cleveland Clinic/Medina Hospital

which has recognition and appreciation signage and materials related to its donations to the MCRC. This relationship may conflict with donations solicited from other health care organizations. The Cleveland Clinic has reserved the right to object to any competing organization's participation in the MCRC Donation Recognition Program or the level of such participation.

3. The RAC, Medina City Schools, and the City of Medina, must approve all prospective donors, signage, or items included in the donor packages, including the specific content thereof.
4. The MCRC building's overall naming rights will not be considered at this time, nor will any exterior building signage or other features.
5. The MCRC will reserve the right to solicit for event sponsorships for specific special events, but may consider proposals for these events.

OK  
Attorney  
9-8-21

**REQUEST FOR COUNCIL ACTION**

No. RCA 21-175-9/13

Committee: Finance & Council

FROM: Barbara Dzur

DATE: 9/6/2021

SUBJECT: PY 21 CDBG Allocation Grant Amendment to Ordinance # 92-21

**SUMMARY AND BACKGROUND:**

On September 2, 2021, the Ohio Department of Development notified the city that grantees that receive an Allocation of \$150,000 can only apply for up to 3 projects (not including Administration and Fair Housing). The city applied for four (Code Enforcement, Mowing Machines, Gym Equipment, and Public Transit). As a result, the city must eliminate one of the projects. Additionally, the State determined that the purchase of \$70,000 of new Gym Equipment for the MCRC did not qualify for CDBG funding.

The city must reallocate the \$70,000 into the approved categories. In discussions with the Mayor, it was suggested that the grant pick up a portion of the general fund allocation to Public Transit over a two year period. By picking up 75% of the city's portion, that would increase the amount for that activity to \$73,125. The other suggestion is to increase the funding for Code Enforcement to partially cover the new fulltime Code Enforcement Inspector, plus code enforcement work done by the Chief Building Official and the Building Inspector/Property Maintenance Inspector over a two-year period. The amount for this activity would increase to \$49,375.

Below is the new budget reflecting the reallocations:

Activity # 1: Code Enforcement	\$49,375
Activity # 2: Public Service (Public Transit)	\$73,125
Activity # 3: Machinery for Lawn Mowing Program	\$18,000
Fair Housing	\$3,500
Administration	\$6,000
Total	\$150,000

The Emergency Clause needs to be added, as the revised budget is due to the Ohio Department of Development by September 15, 2021.

**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 Needs to go to Finance and Council on September 13, 2021.

Reason: Required to be submitted to Ohio Department of Development by September 15.

**COUNCIL USE ONLY:**

Committee Action/Recommendation:

Res. 153.21  
9-13-21

**RESOLUTION NO. 92-21**

**A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR GRANT ASSISTANCE FROM THE OHIO DEVELOPMENT SERVICES AGENCY, OFFICE OF HOUSING AND COMMUNITY DEVELOPMENT, IN CONNECTION WITH THE SMALL CITIES PY21 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM, AND DECLARING AN EMERGENCY.**

**WHEREAS:** The City of Medina, Ohio intends to apply to the Ohio Department of Development Services Agency, Office of Housing and Community Development, for funding under the Small Cities Community Development Block Grant Program, a federally-funded program administered by the State of Ohio in the amount of \$150,000.00 from the Allocation Grant and \$300,000.00 from the Critical Infrastructure Grant for PY21.

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

**SEC. 1:** That the Mayor is hereby authorized and directed to file an application for grant assistance with the Ohio Development Services Agency, Office of Housing and Community Development, for the Small Cities Community Development Block Grant Program for the fiscal year 2021 with the funds to be used as follows:

PY17 CDBG Allocation Grant

Activity No. 1	Code Enforcement	\$30,000
Activity No. 2	Public Service	\$40,500
Activity No. 3	Parks	\$70,000
Activity No. 5	Fair Housing	\$ 3,500
Activity No. 6	Administration	\$ 6,000
		<u>\$150,000</u>

**SEC. 2:** That if the Grant is awarded to the City, the Mayor is authorized to accept the grant and enter into an agreement with the Ohio Department of Development Office of Housing and Community Partnerships for their implementation and administration.

**SEC. 3:** That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

**SEC. 4:** That this Resolution shall be considered an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason to apply for said grant before the deadline of June 16, 2021; wherefore, this Resolution shall be in full force and effect immediately upon its passage and signature by the Mayor.

**PASSED:** June 14, 2021

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

**ATTEST:** Kathy Patton  
Clerk of Council

**APPROVED:** June 15, 2021

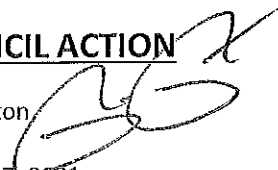
**SIGNED:** Dennis Hanwell  
Mayor

**REQUEST FOR COUNCIL ACTION**

OK  
Dr. Hammer  
9-7-2021

NO. RCA 21-176-9/13

FROM: Patrick Patton



DATE: September 7, 2021

COMMITTEE REFERRAL: Finance

SUBJECT: Emergency Railroad Repair – Then and Now

This request is for Council approval to pay the attached invoice from Wintrow Construction for the emergency repair of the City railway. As this invoice is above \$3,000, it is considered a "then and now".

Thank you for your consideration.

ESTIMATED COST: \$5,389.32

SUGGESTED FUNDING:

Sufficient Funds in Account Number:

Transfer Needed From: 145-0630-54411  
To:

New Appropriation:

Emergency Clause Requested: Yes

Reason: This repair was completed on an emergency basis, we would like to pay the invoice as soon as possible.

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number: Ord. 154-21

Date: 9-13-21



**INVOICE**

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

**Invoice No:** 26658  
**Date:** 8/30/2021  
**Due Date:** 9/29/2021  
**Customer PO #**  
**Job No:** 7827

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

**Job Address:**  
near Osborne Medina  
Medina, OH

**Terms:** Net 30 Days  
A late payment charge of 1½% per month (18% annum) shall be assessed on any past due balance.

Accounts Receivable Email: [Jennifer@WintrowConstruction.com](mailto:Jennifer@WintrowConstruction.com)

Description	Unit	Qty.	Unit Price	Extended Price
Work Performed 8/6/2021				
Mobilized crew, equipment & material to Medina; uncovered 50' of track, replaced 5 ties and a broken rail				
WLE switched in cars				
Foreman	OT-HR	8.00	83.13	665.04
Operator	OT-HR	8.00	80.32	642.56
Laborer	OT-HR	8.00	71.42	571.36
Laborer	OT-HR	8.00	71.42	571.36
Pickup Truck / Tool Truck / Boom Truck / Backhoe / Air Compressor	EQUIP	1.00	2,100.00	2,100.00
Ties, relay	EA	5.00	30.00	150.00
Spikes	50#KG	0.50	47.00	23.50
Track Bolts	EA	8.00	5.00	40.00
33' #90RB Rail, relay	EA	1.00	445.50	445.50
Joint Bars	PR	2.00	90.00	180.00

**Subtotal:** \$ 5,389.32  
**\*Sales Tax (if applicable):** \$ 0.00  
**Invoice Amount (USD):** \$ 5,389.32

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

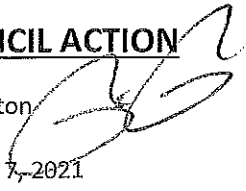


**REQUEST FOR COUNCIL ACTION**

*As Hammerly  
9-7-2021  
OK*

NO. RCA 21-177-9/13

FROM: Patrick Patton



COMMITTEE

DATE: September 7, 2021

REFERRAL: Finance

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 the North Huntington Street Reconstruction, Phase 3. Please note, Council previously approved Resolution 132-21 which authorized our application for a grant for this project.

If successful with both the loan and grant applications, this project will be funded as follows:

OPWC Grant:	\$ 484,442
OPWC Loan:	\$ 130,000
City Funds:	\$ 654,729.
TOTAL:	\$1,269,171.

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:

RESOLUTION NO. 132-21

A RESOLUTION AUTHORIZING AN APPLICATION FOR GRANT ASSISTANCE FROM THE STATE OF OHIO, OHIO PUBLIC WORKS COMMISSION, RELATIVE TO ISSUE 1 AND LTIP PROGRAM FUNDING FOR A PUBLIC IMPROVEMENT PROJECT.

WHEREAS: The City of Medina, Ohio intends to apply to the State of Ohio, Ohio Public Works Commission, for funding under the Issue 1 and LTIP program funding.

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

SEC. 1: That the Council of the City of Medina, Ohio hereby approves the filing an application or applications to the State of Ohio, Ohio Public Works Commission, for a public improvement project still yet to be determined.

SEC. 2: That the Mayor of the City of Medina, Ohio is hereby authorized and directed to execute and file an application or applications with the appropriate authority and to provide all information and documentation required in the application process.

SEC. 3: That if the Grants are awarded to the City, the Mayor is hereby authorized to accept the Grants and enter into an agreement with the State of Ohio for the implementation and administration of the Grants.

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

SEC. 5: That this Resolution shall be in full force and effect at the earliest period allowed by law.

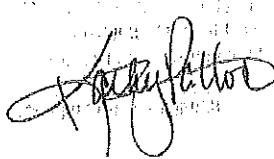
PASSED: August 23, 2021

SIGNED: John M. Coyne, III  
President of Council

ATTEST: Patrick Patton  
Acting Clerk of Council

APPROVED: August 30, 2021

SIGNED: Dennis Hanwell  
Mayor



132-21  
Aug. 23, 2021



State of Ohio  
**Public Works Commission**  
*Application for Financial Assistance*

**IMPORTANT:** Please consult "Instructions for Financial Assistance for Capital Infrastructure Projects" for guidance in completion of this form.

**Applicant**

Applicant: City of Medina, Ohio Subdivision Code: 103-48790  
 District Number: 9 County: Medina Date: 08/31/2021  
 Contact: Patrick Patton Phone: (330) 721-4721  
(The individual who will be available during business hours and who can best answer or coordinate the response to questions)  
 Email: ppatton@medinaoh.org FAX: (330) 722-9045

Project Name: N. Huntington Street Reconstruction, Phase 3 Zip Code: 44256

**Project**

Subdivision Type <small>(Select one)</small>	Project Type <small>(Select single largest component by \$)</small>	Funding Request Summary <small>(Automatically populates from page 2)</small>
<input type="checkbox"/> 1. County	<input checked="" type="checkbox"/> 1. Road	Total Project Cost: <u>1,269,171 .00</u>
<input checked="" type="checkbox"/> 2. City	<input type="checkbox"/> 2. Bridge/Culvert	1. Grant: <u>484,442 .00</u>
<input type="checkbox"/> 3. Township	<input type="checkbox"/> 3. Water Supply	2. Loan: <u>130,000 .00</u>
<input type="checkbox"/> 4. Village	<input type="checkbox"/> 4. Wastewater	3. Loan Assistance/ Credit Enhancement: <u>0 .00</u>
<input type="checkbox"/> 5. Water (6119 Water District)	<input type="checkbox"/> 5. Solid Waste	Funding Requested: <u>614,442 .00</u>
	<input type="checkbox"/> 6. Stormwater	

**District Recommendation** (To be completed by the District Committee)

Funding Type Requested <small>(Select one)</small>	SCIP Loan - Rate: _____ % Term: _____ Yrs	Amount: _____ .00
<input type="checkbox"/> State Capital Improvement Program	RLP Loan - Rate: _____ % Term: _____ Yrs	Amount: _____ .00
<input type="checkbox"/> Local Transportation Improvement Program	Grant:	Amount: _____ .00
<input type="checkbox"/> Revolving Loan Program	LTIP:	Amount: _____ .00
<input type="checkbox"/> Small Government Program	Loan Assistance / Credit Enhancement:	Amount: _____ .00
District SG Priority: _____		

**For OPWC Use Only**

STATUS _____	Grant Amount: _____ .00	Loan Type: <input type="checkbox"/> SCIP <input type="checkbox"/> RLP
Project Number: _____	Loan Amount: _____ .00	Date Construction End: _____
	Total Funding: _____ .00	Date Maturity: _____
Release Date: _____	Local Participation: _____ %	Rate: _____ %
OPWC Approval: _____	OPWC Participation: _____ %	Term: _____ Yrs

1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

1.1 Project Estimated Costs

Engineering Services

Preliminary Design:	<u>14,413</u> .00	
Final Design:	<u>14,413</u> .00	
Construction Administration:	<u>28,827</u> .00	
Total Engineering Services:	a.) <u>57,653</u> .00	<u>5</u> %
Right of Way:	b.) <u>0</u> .00	
Construction:	c.) <u>1,153,065</u> .00	
Materials Purchased Directly:	d.) _____ .00	
Permits, Advertising, Legal:	e.) <u>800</u> .00	
Construction Contingencies:	f.) <u>57,653</u> .00	<u>5</u> %
Total Estimated Costs:	g.) <u>1,269,171</u> .00	

1.2 Project Financial Resources

Local Resources

Local In-Kind or Force Account:	a.) _____ .00	
Local Revenues:	b.) <u>654,729</u> .00	
Other Public Revenues:	c.) _____ .00	
ODOT / FHWA PID: _____	d.) _____ .00	
USDA Rural Development:	e.) _____ .00	
OEPA / OWDA:	f.) _____ .00	
CDBG:	g.) _____ .00	
<input type="checkbox"/> County Entitlement or Community Dev. "Formula"		
<input type="checkbox"/> Department of Development		
Other: _____	h.) _____ .00	
Subtotal Local Resources:	i.) <u>654,729</u> .00	<u>52</u> %

OPWC Funds (Check all requested and enter Amount)

Grant: <u>79</u> % of OPWC Funds	j.) <u>484,442</u> .00	
Loan: <u>21</u> % of OPWC Funds	k.) <u>130,000</u> .00	
Loan Assistance / Credit Enhancement:	l.) <u>0</u> .00	
Subtotal OPWC Funds:	m.) <u>614,442</u> .00	<u>48</u> %
Total Financial Resources:	n.) <u>1,269,171</u> .00	<u>100</u> %





# HENDERSON

PRODUCTS, INC.

2177 STATE ROUTE 19  
BUCYRUS, OH 44820  
PHONE: 419-617-7509  
FAX: 563-927-7106

## CUSTOMER QUOTE

Page 1  
Estimate #148750  
Rev #15

To: MEDINA CITY, OH  
Attn: ANDRE GOE  
Quote Date: 5/14/2021  
Valid Until: 6/13/2021

Quoted By: Ross Repp  
Phone: 419-617-7509  
Cell: 4195696166  
Fax:  
Email: rrepp@hendersonproducts.com

Quoted:  
REPLACEMENT BODY MARK3 FOR FORD F550

This price is based on the information provided or known at time of estimate. This estimate is valid for 30 days due to the continuing operation of the truck. Once work has begun on the retro-fit, we will advise you if additional labor or materials are required above the estimated price. If so, a separate estimate and invoice can be provided if required. You will not be billed without prior consent.

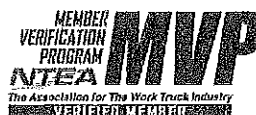
### Mark III utility sized single axle dump body

Body Length: 9' body length  
Side / Tailgate Height: 18" side height / 24" tailgate height 3.5/4.7 yd  
Hoist Type: Scissor hoist, NTEA class 40  
Pump Pack: Double acting electric/hydraulic pump pack  
Side Construction: Double Wall 12 ga FIXED Sides  
Optional Sides/Ends Materials: Standard 12 ga Grade 50  
Optional Floor Materials: 3/16" AR400 floor ILO std grade 50  
Tailgate Style: Standard Dump Tailgate-Requires Pin Removal for Lay Down  
Headsheet Type: Straight headsheet with integral 50" cabshield clearance  
Integral Cabshield Notice: !!!DEALER TO VERIFY CHASSIS CAB CLEARANCE PRIOR TO ORDER!!!

### Retrofit Workup

Facility: IDC-OH  
Chassis Delivery To Henderson: Truck Dealer/Customer Delivers  
Completed Truck Delivery Method: Henderson Delivers (100 miles or less)  
Equipment Disposal: Customer To Dispose All  
Equipment Disposal Spec:  
Dump bodies (all types and brands): Not Required  
Multi-Purpose Muni (all brands): Not Required  
Hooklift: Not Required  
Patrol wing (all brands): Not Required  
Bench wing (all brands): Not Required  
Extendable wing (all brands): Not Required  
Reversible scraper (all brands): Not Required  
Fixed angle scraper (all brands): Not Required  
Prewet (all brands): Not Required  
Under tailgate spreader (all brands): Not Required  
Front plow hitch (all brands): Not Required  
Pintle plate (all brands): Not Required

PK  
1.7





# HENDERSON

PRODUCTS, INC.

2177 STATE ROUTE 19  
BUCYRUS, OH 44820  
PHONE: 419-617-7509  
FAX: 563-927-7106

## CUSTOMER QUOTE

Page 2  
Quote #148750  
Rev #15

Hydraulics-In-cab controls: Not Required  
Hydraulics-In-cab spreader controls: Not Required  
Hydraulics-Valve enclosure: Not Required  
Hydraulics-Reservoir: Not Required  
Hydraulics-PTO/Pump: Not Required  
Hoses/tubing and fittings: Not Required  
Other Equipment: Not Required  
Floor Length: 9' floor length  
Hoist Type: Benchpress Scissor Hoist W/ Subframe  
Cylinder Type: Double Acting

Dump Body Type: Mark Three  
Body Material (Sides/ends): Painted Steel Type Body Material  
Cabshield Install: Supplied/Installed @ Factory (sales to order w/ unit)  
Body Install Options 1: REMOUNT VALVE TO SUB FRAME/CHASSIS

### Body Spec Notes:

Mudflaps (Rear): Swinging w/Logo  
Mudflap Type (Rear): 36" Swinging, SS (with LOGO)

Chassis Accessories: Yes (SELECT RELATED OPTIONS BELOW)  
Fenders: 1 Ton, Poly Fenders, SS Mount  
Pintle Plate: Not Required for Job or Applic  
Pintle Hook: Not Required  
Truck Wash: Complete Truck Wash/Clean/Vac 1  
Reflective Tape: Reflective Tape, Henderson Logo (60' Linear)  
Install Touch-up: Basic Installation Touch-Up  
Misc Electrical Supplies: Req'd Misc Elect Supplies

Electrical: Yes (SELECT RELATED OPTIONS BELOW)  
Rear Dump Bolster (S/T/T): LED S/T/T/BU, MK3, Grote harness light kit  
Rear Dump Bolster Strobes: 6" LED Oval Strobes, Amber, 1 PR, (order holes w/unit)  
Backbone & Wire Standoffs: 10' Backbone (For SA)

### Electrical Spec Notes:

Body Paint Type: Wet Paint  
Wet Paint (Body): Prep, Prime & Full Paint- 1Ton

IDC Paint Location: IDC-OH  
Undercoat: Undercoat (Body Underside Only)  
Paint Code & Color (from color charts):  
IDC Manager Review:





# HENDERSON

PRODUCTS, INC.

2177 STATE ROUTE 19  
BUCYRUS, OH 44820  
PHONE: 419-617-7509  
FAX: 563-927-7106

## CUSTOMER QUOTE

Page 3  
Quote #148750  
Rev #15

Single Package: \$16,754.00

Package(s) : 1

Total: \$16,754.00

Due to current raw material market conditions this quote includes a surcharge on Henderson equipment. Quotes exceeding the expressed quote validity date are subject to surcharge revisions.

Signed: \_\_\_\_\_

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

Quote notes:





OK  
D Hanwell  
9-8-2021

**REQUEST FOR COUNCIL ACTION**

No. RCA 21-179-9/13  
Committee: Finance

FROM: Mayor Dennis Hanwell

DATE: September 8, 2021

SUBJECT: Amending Section 31.09.1 – Overtime Section F of the Salary and Benefits Code

**SUMMARY AND BACKGROUND:**

Respectfully request Council to amend Section 31.09.1, regarding Overtime Section F for part-time Firefighters working on listed holidays per attached.

Above is subject to Law Director's approval.

Emergency Clause is not needed if we make it retroactive to September 1, 2021 when weekend staffing began.

Estimated Cost: Current allocation for Fire Department is sufficient to handle this request

**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:

All part-time firefighters that are scheduled to work or are called back to respond to an emergency call on the following holidays, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas, or New Year's Day, shall be paid double-time for each hour worked with a minimum of one hour of pay.

**REQUEST FOR COUNCIL ACTION**

No. RCA-21-180-9/13

**FROM:** Barbara Dzur/Mayor Hanwell

**Committee:** Finance

**DATE:** September 8, 2021

**SUBJECT:** American Rescue Plan Act Grant Potential Projects

**SUMMARY AND BACKGROUND:**

**See Attached List of Potential Projects - Discussion**

Department Heads were asked to submit projects that qualify for funding with the American Rescue Plan Act grant. The City of Medina has received its first payment of \$1,359,459.25. This is supposed to be half of the total that will be received over two years. If that is accurate, the city will receive a total of \$2,718,918.40.

The city had its projects reviewed by an attorney at Walter Haverfield, so the list has been vetted and all projects qualify under one of the four major categories.

As you consider these projects on the, please keep in mind that all project must be started by December 31, 2024 and completed by December 31, 2026.

**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:**

**Reason:**

**COUNCIL USE ONLY:**

**Committee Action/Recommendation:**

**Council Action Taken:**

**Ord./Res.**

**Date:**

## POTENTIAL AMERICAN RESCUE PLAN PROJECTS

### Engineering

#### Water Improvement Projects

- Storm Water Management Study to identify potential locations of storm water management facilities to reduce localized flooding - **\$50,000**
- North Huntington Street from West Homestead Street to North Street **\$1,603,000** (receiving a grant to pay for the other half).
- Highland Drive from Hickory to North Huntington Street **\$757,000**
- North Leg of Progress Drive **\$3,085,000**
- Replacement of historically problematic waterlines on East Washington Street and Longview Drive **\$1,147,000**
- Lafayette Road from Orchard Lane to South Drive, resolves multiple issues and upgrades Transmission Grid leading to South Court **\$379,350**
- Completion of water system improvement projects recommended in the current Water System Master Plan **Cost is predicated on which projects are selected**

#### Medina Community Recreation Center

- Equipment for the MCRC that is modified for seniors and those with disabilities. **\$70,000**
- Reconfigure the front desk and lobby area to eliminate congestion, and to protect the health and safety of both employees and patrons. **\$25,000**
- Construction of outdoor pavilion to provide an open air gathering place for events, summer camps, and senior socials, **\$25,000**

#### Parks and Recreation

- Pickleball Courts at Ray Mellert Park - **\$150,000**

#### Service Department

##### City Hall Ventilation Project

- Complete the remaining improvements to the ventilation project started with COVID-19 funding. Project to include ceiling in the Rotunda area and perimeter offices in conjunction with HVAC VAV box installation for the Roof Top Unit. **\$112,274**

#### Stormwater Projects

- Fire Station #1 – replace parking lot and storm sewers **\$440,000**
- Hoffman Cunningham/West Branch of Rocky River Restoration Project **\$195,316**

#### Economic Development Assistance to Businesses

Provide companies funding to pay for barriers to employment, such as childcare and transportation. Assist up to 20 companies with a maximum grant of \$10,000. **\$200,000**