



Dennis Hanwell, Mayor

March 9, 2020

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Medina, Ohio 44258-0703
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www.medinaoh.org

City Council, Public and Media:

I am honored to present you with the 2019 Yearend Report for the City of Medina. This report is very detailed and comprehensive, so I will simply provide a few highlights. I could not be more pleased to share with you the many positive activities and programs in which city staff are involved. The department heads and I would be happy to answer any specific questions that may arise after your review. Council is an integral part of supporting and assisting the city Administrative offices in providing exceptional services to our constituents. We are blessed!

Community Development Department

The Community Development Department encompasses the Building Department, Economic Development Department, as well as the Planning and Zoning Department for the city. This collaborative approach permits staff to be used to assist all three divisions at one counter. It is also more customer-friendly, so there is one place to stop to have questions addressed from all three departments.

The Community Development Department assists with our grant administration as well. These major grants include, but are not limited to, \$150,000 in Community Block Grant Allocation that funds Medina County Transit, our code enforcement program, sidewalk improvements in the city, and our Fair Housing program. The second grant is \$647,700 for a Community Housing Impact and Preservation Grant that we administer in partnership with the City of Brunswick. This grant provides funding to income-eligible homeowners for housing repairs and upgrades. The two aforementioned grants provide administrative dollars to offset staff time, thereby saving local tax dollars. The department has secured a Community Development Block Grant Allocation in the amount of \$15,000 for Property Maintenance Code Enforcement. When inspectors are able to charge hours for these inspections to the grant, we save local tax dollars that otherwise would be expended for same. This grant assists us in keeping the housing stock of our city in good and safe condition.

The Building Department has continued to see a steady increase of permits for the past four years. I am certain, and it has been confirmed by numerous contractors, that the City of Medina is a preferred place to do work. This is due in large part to our positive customer service model, friendly staff, issuing of permits in a timely manner, and prompt inspections of work to keep projects moving. We are very proud that the Building Department received the David A. Smith award for Building department Excellence on March, 4, 2019. We had competed with 400 other

Preserving the Past. Forging the Future.®

Building Departments and were selected number one in the state. The process included talking with customers and contractors about their experience in dealing with our processes. The Economic Development Department has continued to facilitate a considerable amount of commercial and industrial growth. The grand total of investment in 2019 was \$48,414,212. This included 22 new businesses, 24 business expansions, and 2 business renovations. We continue to meet with new businesses in conjunction with partner agencies, Main Street Medina, Greater Medina Chamber of Commerce, Jobs Ohio, Team NEO, Medina Fiber Network, and Medina County Port Authority, as well as each department head. This provides an opportunity to meet and interact with prospective business owners and discuss local incentives as well as our Community Government Model. This approach has been very well received and presents the city in a very positive manner.

Engineering Department

Our Engineering Department is responsible for improvements to our water system, streets and storm water management. I will note for our new City Council members that when the city replaces a street, we replace all of the existing infrastructure under the street as well. This is a planned approach to avoid having to dig up newly installed streets in the future due to water leak, storm sewer failure, etc. This means the costs of our projects are higher than just the street pavement cost, but will last for more than 30 years without needing attention or maintenance.

In 2019, construction projects totaled \$7,869,101, which were paid for with grant dollars of \$2,347,743 as compared to local dollars of \$5,521,358. The Engineering staff is to be commended for seeking and being awarded these grant monies to save our local funds for other projects. Design and planning efforts for 2020 and 2021 projects amount to over \$9.62 million in future projects. Our Engineering Department staff has also been helpful with the documentation and working with the State on our capital grant for our new parking deck south of city hall.

Fire Department

With the recent addition of fire services to Medina Township, the City of Medina Fire Department now provides fire, rescue, and medical first responder services to Medina City, Medina Township and Montville Township. This district covers 50.4 square miles and 10.5 miles of Interstate highway, as well as services for approximately 47,200 residents in this geographic region. As you will see from the statistical information provided, the City of Medina has the largest volume of calls from fire staff, followed by Medina Township and then Montville Township. When reviewing inspections performed, it follows the same breakdown.

The talks and feasibility study conducted through a grant from the Ohio Auditor of State's office, to explore the viability of a fire district for our region, resulted in the Auditor's office determining that our current model of providing fire services by Medina Fire Department, and EMS services by the Life Support Team from Medina Hospital/Cleveland Clinic, are operating

effectively and efficiently. We are concerned about continuing with largely part-time staffing, as we are facing challenges finding new fire staff to fill in when others leave for fulltime or retire. These talks and meetings to explore other staffing models will continue in 2020. The Fire Department continues to prioritize public education activities, fire inspections, as well as ongoing training for our staff.

Law Department

The Law Department is comprised of four part-time prosecuting attorneys, a full time clerk, and two part-time clerks. The prosecutors handle cases in Medina Municipal Court for police agencies filing cases in the northern two-thirds of Medina County, as well as providing legal advice and case consultation to agencies in that same region. The Law Department report depicts the caseload currently being handled by the aforementioned staff and shows that they are quite busy. The Law Department also reviews and approves all contracts and legal matters involving the City of Medina.

Medina Community Recreation Center

The Medina Community Recreation Center had nearly 8,500 annual memberships, with about 2,100 Silver Sneakers memberships paid for by senior's health insurance. MCRC also had nearly 291,000 member scans over the year, as well as about 37,600 day pass and punch card entries. Nearly 11,000 registrants took part in our basketball program and over 1,500 registrants in our Learn-to-Swim group lessons. Our summer camp program served 60 youth. The staff oversaw the outdoor pool operations for our second year and revenues generated nearly covered costs for 2019. The outdoor pool is getting used frequently with over 9,000 visitors entering with day passes in addition over 500 season pass holders.

More sponsors are helping support the MCRC and Medina Schools with nearly \$11,500 raised. We further implemented a number of patron enhancements such as monthly payment option, new credit card software and new membership software, both of which were a cost savings to the city. The new fitness room addition was discussed and planned throughout the 2018-2019 years. We hope to break ground in 2020. This will be a great addition and help draw new members looking to train on such equipment.

Medina TV

Medina TV is a collaborative partnership between the city and Medina City Schools that will celebrate 25 years in 2020. Medina TV offers programming on the city Channel 37 and educational Channel 201, as well as on YouTube, Facebook, and MedinaTV.org. The Medina TV team is very instrumental in documenting our Economic Development Ribbon Cutting events. Medina TV worked on a number of special projects, including the Medina City Schools Bus Safety campaign. The staff at Medina TV trains all members of Medina High School Student Council to operate the equipment and gain valuable work experience on the video board graphics and programming. Medina TV continues to look for new opportunities to promote our

great city and has been posting programs on Facebook, YouTube and Podcasts to share programming with more and more people.

Police Department

The Medina Police Department continues to progress very positively under the leadership of Chief Ed Kinney. The Chief continues to collaborate and look for partnerships. In 2019, our police officers were educated on fire response, dangers, and how best to assist and support fire services as first responders. This is very similar to the support we provide to the Medina Life Support team on emergency medical service calls. Another 2019 partnership was the assigning of a Detective to the Secret Service on an as needed basis. Our officers trained with Brunswick Police Department on a Regional Threat/Rescue Task Force training exercise. This training was attended by police, fire and LST. Four of our officers attended the Crisis Intervention Training provided by Alternative Paths to recognize and properly assist constituents with mental health issues, as well as individuals in crisis.

Technology wise, the computer aided dispatch and records management systems were upgraded. These upgrade were a collaboration with the Medina County Sheriff's Department and permit sharing of law enforcement reports and information amongst many county police agencies. The community policing efforts within our Police Department continue to expand. The staff participated in Kids Day on the Square, National Night Out, Medina Area Citizens Police Academy, Shop-with-a-Cop, Christmas with Santa in Lafayette Township, as well as a number of business and public safety talks.

Parks, Cemetery and Forestry Departments

Our Parks Director, Jansen Wehrley, oversees our Parks, Cemetery and Forestry divisions. This was a strategic alignment of these three divisions to permit us to share staff from each to support and accomplish the many tasks in a more efficient and effective manner. Our Parks system has nearly 182 acres that are maintained and include 11 pavilions, 11 soccer fields, 14 baseball fields, one football field, two disc golf courses, 16 miles of mountain bike trails and five miles of paved multipurpose and nature trails. The Parks staff also care for the Uptown Park, the heart of our community, as well as the 71 flower urns that beautify our Historic District. Major expenditures included over \$24,000 for the design, removal and replacement of the Gazebo handrails, as well as over \$10,000 in upgrades and new parts to our two splash pads. We had nearly 4,200 participants registered with sports associations and 149 pavilion rentals.

Our Forestry Division maintains over 13,500 street trees on a five year prune cycle. Our city has been designated a Tree City USA for the past 37 years. Over \$29,000 was spent in 2019 on replacement trees which were planted by our city staff.

Our Cemetery Division maintains over 35 acres of property at both the Old Town Cemetery and Spring Grove Cemetery. The city is still pursuing a second columbarium wall. The Cemetery

Division works collaboratively and cooperatively with the Friends of the Cemetery for the perpetuation and conservation of Medina's cemeteries. Since, 1999, the Friends of the Cemetery have graciously donated over \$1.5 million dollars in projects at Spring Grove Cemetery.

Service Department

The Service Department is comprised of four divisions - Sanitation, Streets, Vehicle Maintenance and Water. The Sanitation Department picks up trash and waste from residential, commercial and industrial customers. We regularly receive compliments on our Sanitation staff and the rates for taking whatever is placed at curb for the same monthly fee for our 7,570 residential and 794 commercial customers. In 2019, the residents and staff were able to divert over 275 tons of yard waste from going to landfill. This is a 22 percent increase from 2018 collections of same.

The Street Department handles a variety of tasks, depending on season. These include pavement paintings, street cleaning of nearly 168 tons of street debris collected, leaf collection of 950 tons collected in five rounds, snow and ice removal, sign maintenance, street repairs, traffic signal maintenance and repair, as well as storm water maintenance and repair. We use available staff from other departments during snow emergencies to provide 24/7 coverage with available CDL certified drivers.

The Vehicle Maintenance Department handles repairs, service, and preventative maintenance on variety of city equipment and vehicles. They have improved the diagnostic equipment to better analyze issues of concern and have been able to return vehicles and equipment back to service more quickly under the current leadership and staff. One of our mechanics is certified by the Ohio Association of Emergency Vehicle Technicians and can work on city fire trucks and apparatus. Under our Fire Contract with Montville and Medina Townships, we are also responsible for maintaining their respective fire apparatus.

Our Water Department handles water service to our area businesses, residents, and industry. Their services include disconnections for non-payment, water meter change outs, water permits for new customers, backflow testing, hydrant flushing, utility locates, water break repairs, and water quality testing as required. We continue to work on changing over our meters to radio read for time saving, including changing over nearly 340 meters, both residential and commercial. We are also proactive in alerting customers when high reads of meters are observed to avoid higher bills for extended time period.

In closing, I could not be more honored or proud to be the Mayor of this great City of Medina. The city is fortunate to have the staff, leaders, and our collaborative working relationship between the city Administration and Medina City Council. The interaction, input, and recommendations of Council are very important in collectively keeping Medina the best we may be! The city continues to look for opportunities to collaborate and regionalize services in a

more cost effective manner. We are blessed to have a vibrant Historic District, outstanding school systems, excellent medical facilities, and an industrial base that continues to grow and expand, thereby keeping taxes low for our residents. Our Community Government Model provides services that create a positive customer and business service model. The growth and interest in our city is directly attributable to our staff who serve the community day in and day out in a respectful, polite, courteous, and professional manner.

Respectfully,

A handwritten signature in blue ink, appearing to read "Dennis Hanwell". The signature is stylized, with a large "D" and "H" and a cursive "anwell".

Dennis Hanwell

Mayor/Safety Director

City of Medina

CITY OF MEDINA

2019 Year End Report

Mayor Dennis Hanwell

Jarrold Fry, General Manager Medina TV

Dan Gladish, Building Official

Gregory Huber, Law Director

Chief Edward Kinney, Police Department

Kimberly Marshall, Economic Development Director

Jonathan Mendel, Community Development Director

Chief Robert Painter, Fire Department

Patrick Patton, City Engineer

Nino Piccoli, Service Director

Jansen Wehrley, Parks and Recreation Director

Mike Wright, Medina Community Recreation Center Director

Sherry Crow, Administrative Office Manager



CITY of MEDINA
Community Development
132 N Elmwood Street
Medina, Ohio 44256

Community Development Department 2019 Annual Report

Community Development Mission Statement:

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

PLANNING & ZONING

Development Review

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

Total Cases				
Board	2019	2018	2017	2016
Historic Preservation	14	23	13	24
Zoning Appeals	21	21	15	28
Planning Commission	21	36	31	35

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

Zoning Enforcement Efforts for 2019

Sign permits Inspected	Property Maintenance/ Zoning Compliance Inspections	Fence Permits Inspected
59	219	146

Grant Programs

PY17 Allocation Grant

In the spring of 2018, the city applied for and received a \$150,000 Community Development Block Grant Allocation. The grant runs from September 1, 2017 through October 31, 2019.

Below are the projects to be completed with the grant:

Activity	Funding Amount	Status
Medina County Transit	\$22,500	completed
Code Enforcement	\$30,000	completed
Sidewalk Improvements	\$82,500	completed
Fair Housing Program	\$5,000	completed
Administration of Grant	\$5,000	completed

The City of Medina subsidized the Medina County Transit in years 2018 and 2019 with \$45,000 per year. Of that amount, a total of \$22,500 came from grant funds.

The City of Medina inspected approximately 300 housing units were inspected as part of the Code Inspection activity. The grant provided a total of \$30,000 to carry out the code enforcement activity which included inspections, violation write-ups, and filings with the Medina Municipal Court.

The City of Medina installed approximately 2,800 linear feet of new concrete sidewalk on Lafayette Road with \$82,500 in grant funds.

The City of Medina contracted with the Medina County Fair Housing Office to complete a two year Fair Housing program consisting of Fair Housing Trainings, Fair Housing Brochure distributions and Fair Housing intake services.

The City of Medina utilized \$4,000 in grant funds for administration of the PY17 Allocation grant which included the pre-application process, the application, environmental review, Status Reports, Final Performance Report and Close-Out of the grant in 2018 and 2019

PY19 Allocation Grant

In the spring of 2019, the city applied for and received a \$150,000 Community Development Block Grant Allocation. The grant runs from September 1, 2019 through October 31, 2021.

Below are the projects to be completed with the grant:

Activity	Funding Amount	Projected Outcome
Medina County Transit	\$22,500	484 Households Assisted
Code Enforcement	\$30,000	200 Units Inspected
Ray Mellert Park	\$62,500	10 Items of Equipment Installed/200 Ln. ft. of walkway installed
Fair Housing Program	\$5,000	1 Standard Fair Housing Program
Administration of Grant	\$3,500	Ongoing

PY18 Community Housing Impact and Preservation Grant

The City of Medina issued an RFP/RFQ in the spring of 2018 for a CHIP grant consultant. The Ohio Regional Development Corporation was awarded the contract for the completion and submittal of the application, the implementation and administration of the 2018 program.

In the spring of 2018, the Ohio Regional Development Corporation, on behalf of the City of Medina, applied for a Community Housing Impact and Preservation Grant (CHIP) in Partnership with the City of Brunswick. The competitive application was successful and the city was awarded a grant in the amount of \$647,700. This is a two year grant which runs from September 1, 2018 through December 31, 2020. Below are the activities, funding amounts, and projected Outcomes for the 2018 CHIP grant:

Activity	Funding Amount	Projected Outcome
Private Rehabilitation	\$339,000	8 Private Rehabilitations –In Progress
Home/Building Repair	\$198,000	14 Home/Building Repairs – In Progress
Rental/Housing Assistance	\$33,000	6 households assisted-In Progress
Fair Housing Program	\$2,000	1 Program completed over 2 years. – In Progress
Administration of Grant	\$75,700	Ongoing

ECONOMIC DEVELOPMENT

Medina County Workforce Statistics

- The unemployment rate for Medina County started at 4.4% in January 2019 and ended the year at 3.0%
- The civilian labor force numbers started at 95,300 in January 2019 and ended the year at 96,3000
- Total number of unemployed workers in the county as of January 2019 was 4,200 and by the end of the year had decreased to 2,900
- The annual unemployment average for Medina County in 2019 was 3.6% (*Source – Ohio Labor Market Information, Civilian Labor Force Estimates*)

Business Expansions Highlights

- Medina Meadows
 1. 11,338 square feet with 11 new beds for Skilled Nursing and Short Term Rehabilitation
 2. 11,219 square feet with 24 new beds for new Memory Care Unit
- Foundry Social project is a 30,000 square feet indoor entertainment venue

2019 Investment Numbers

- 22 New Businesses adding approximately 98 new employees; \$5,992,944.00 in new investment
- 24 Businesses that expanded adding approximately 57 new employees and \$26,996,478.00 in new investment.

* Includes three non-profit projects

- 2 Businesses that renovated investing approximately \$10,769,411.00.
*Includes seven government/education projects
- **\$48,414,212.00 Total in new investment in 2019 and adding 155 employees**

2018 Investment Numbers

- \$153,622,538.00 Total in new investment in 2018 and adding 318 employees
*Ravago Americas represents \$97,000,000.00 of this number

2017 Investment Numbers

- \$116,314,736.00 Total in new investment in 2017 and adding 489 employees

Retention and Expansion Visits

- In conjunction with MCEDC and the Greater Medina Chamber of Commerce, the City completed 54 Business Retention and Expansion visits to City of Medina Companies – Most issues revolved around workforce needs, transportation, and traffic congestion.

Job Creation Grant Program

- Received one Job Creation Grant application, and it was approved. All existing grants have been monitored.

Business Attractions

- | | |
|-----------------------------------|---|
| • A Thousand Word Photography | • HOPE Recovery Community |
| • Bee Healthy Nutrition | • Lucy Marie's Boutique |
| • Best Nails & Spa | • MDL Logistics |
| • Blush Beauty Bar | • Merging Streams |
| • Bumble Bee Lala Land | • MetroHealth Center Medina |
| • Candy Apple Kitchen | • New Leaf Massage & Wellness |
| • Medina County Children's Center | • Ora Designs |
| • Echelon Independent Living | • Original Cheesesteak and Hoagies |
| • Engine House Community Room | • Pajevic Chiropractic & Natural Health |
| • Foundry Social | • Partake |
| • Frosted Cake Shoppe | • Profile buy Sanford |
| • Gun Works | • Queen Bee's Closet |
| • Hair Classics | • Stairway Treasures |
| • Heart & Soul Gift Boutique | • Waffle O Waffle |
| • HER Realtors Medina | • Yasna Tailoring |
| • Hope & Healing Survivor Center | |

Tax Incentives – Community Reinvestment Area (CRA)

Company	Date Certified	Project
South Court Senior Villas, LLC	01/28/2019	5,948 SF Senior Housing on High Point Drive \$9,131,243 Investment
Medina Aspen Investors, Ltd.	04/11/2019	10,800 SF Aspen Dental Office at 941 North Court \$800,000 Investment
Medina Aspen Investors, Ltd.	04/11/2019	2,868 SF Profile by Sandford at 951 North Court Street - \$180,000 Investment

Medina Aspen Investors, Ltd.	04/11/2019	1,587 SF The Original Steak & Hoagies at 947 North Court Street B \$150,000 Investment
Medina Huntington Real Estate Group, LLC	5/30/2019	112,049 SF Senior Independent Living at 629 North Huntington Street \$13,300,000 Investment

Boards and Committees

MCEDC - Made in Medina County Manufacturing Day

- Co-Chaired the 2019 Made in Medina County Manufacturing Expo – 22 City of Medina Companies participated; 1500 attendees of which 500 were students. John Ratzenberger, an Emmy nominated actor, director, writer, producer, and longtime manufacturing advocate, best known for his role on Cheers and voice work with Pixar was our Keynote Speaker. Students from 12 different robotics and STEM programs from high schools and middle schools throughout the county provided demonstrations of their programs, including robots they've designed for competition.

Ohio Public Works Commission

- Chosen by Senate President Larry Obhof to serve as a commissioner on the Ohio Public Works Commission; meets quarterly

City of Medina Economic Development Committee – continued to meet on a regular basis.

- PACE District was implemented
- Community Revitalization District officially formed in January 2019
- Opportunity Zones approved and marketed on City website

JEDD Board

- Committee meeting on an as-needed basis

Downtown Development Initiatives:

- Raymond Building - Was completed in Summer 2019
- Farmer's Exchange - Redevelopment of the site took place in 2019. This mixed-use project includes a new restaurant, butcher shop, indoor farmers market, two floors of apartments and a lower level microbrewery. Investment for the redevelopment is now estimated at \$6,000,000.00
- 2018 Capital Grant Project - Fire Engine House Museum include a new second floor Community Room and renovations to the first floor museum and restrooms. Lighting and Landscape Enhancement for Bicentennial Commons has been completed. Historic District Crosswalk Safety Improvements and Historic District Lamp Post replacements will be installed in 2020

North Court Developments:

- MetroHealth Medical Center on West Reagan Parkway
- Three businesses in the new Medina Shopping Center construction

Transportation Initiatives

- Updated progress of Phase III of West Smith Road and Bridge reconstruction on South Elmwood Avenue through the City E-Newsletter
- Continuing to serve on the Medina County Transportation Improvement District

Main Street Medina

- Served as Secretary on the Board and on the Executive Committee
- Implemented the Business Retention & Expansion Visitation program
Barbara Dzur conducted fourteen visitations with Main Street Medina retail members
- Send Employer Survey to determine Workforce assistance needed. This Goal was incorporated into the above mentioned survey
- Implement a pilot program with the schools to display student art in shops and restaurants to attract more visitors to the Historic District. 100% complete.
- Support City efforts to create a Community Revitalization District. 100% complete

Medina City Development Corporation (CIC)

- Working on RFP/RFQ for Downtown Redevelopment Opportunity
- Working on transfer of 37.5 acres of Industrial Land from the City to the CIC

Marketing Initiatives - Economic Development & Marketing Manager

Marketing initiatives during 2019 include:

Advertising and Articles in Publications

- Wrote article and provided photos, and ad for *Medina Magazine*. Proofed the entire issue before publication
- Coordinated City ad in the Medina Convention & Visitor Bureau's *Getaway Guide* with distribution of 75,000 copies statewide
- Coordinated digital ad for *Cleveland Magazine's* Rating the Suburbs issue
- Wrote article for Community Design Committee newsletter
- Wrote three articles for the *Ohio Economic Development Association E-Newsletter*

Marketing Materials Produced

- Coordinated the updating, printing, and distribution of 20,000 Visitor Guides. This is a financial partnership with Main Street Medina, Great Medina Chamber of Commerce and Community Design Committee for printing of guides
- Developed commercial and residential brochures for the Community Reinvestment Area (CRA) program
- Wrote copy for digital outreach to Menards and Meijer for K-Mart property
- Prepared submission for the State of Ohio Healthy Workplace Award for which City received a Gold Rating

Website and Social Media

- Published a weekly Economic Development & Construction Update E-newsletter and Emergency Alert notifications to over 1,450 subscribers
- Worked with Northeast Ohio Commercial Realtors to update City property database, JobsOhio State database, and LOIS, a website for energy companies
- Provided additional information on City properties for commercial real estate leads from JobsOhio and business prospects
- Posted photos and YouTube links of all Ribbon Cuttings on City website
- Continued to update all Economic Development pages on City website

- Coordinated the taping of the Echelon testimonial for the website
- Took photos at City events to use on social media
- Regularly updated the City of Medina LinkedIn and Facebook pages

Event Marketing

- Served on the Made in Medina Marketing Committee
- Worked in the City booth at Made in Medina Expo
- Created a City Economic Development PowerPoint update for Kimberly to use at the Chamber Luncheon in June 2019
- Took photos of all Ribbon Cuttings and provided each business with a DVD of photos
- Coordinated a monthly series of Made in Medina Manufacturing displays in the city hall display case
- Served as City Liaison and provided reports to the monthly meeting of the Greater Medina Chamber of Commerce Business Advocacy Committee
- Served as a host for students touring City manufacturing plants
- Collaborate with Greater Medina Chamber of Commerce, Main Street Medina and Medina County Economic Development Corp. on marketing for the area

Services to the City:

- Worked with Service Director to provide required reports and drawdowns for the 2018 Capital Budget project
- Continued to serve as City Liaison for the Bicentennial Committee by tracking sale of Bicentennial items, preparing all written correspondence and processing of purchase order and deposits
- Served as Administrative Secretary for the city Economic Development Committee and the Medina City Development Committee and prepared the RFP/RFQ for the Downtown Development Opportunity project
- Provided materials for the City-maned Medina Farmers Market Booth
- Worked on various marketing activities for Mayor

Community Activities

- Served on the Medina City Schools Business Advisory Council
- Served on the Medina County Career Center Adult Division Advisory Council
- Served on MCEDC Workforce Committee
- Served on the County Transportation Taskforce
- Served on the MSM Business Development Committee and Promotions Committee
- Served as city representative on the County 2020 Complete Census Count Committee
- Served as co-coordinator for the Women's Network of Northeast Ohio Medina monthly Lunch with a Notable Woman featuring women of note who live or work in Medina County
- Served on the Medina County Community Fund Board

Building Annual Report - 2019

Strategic Highlights

The department was honored on March 4, 2019 as the recipient of the David A. Smith Award for Building Department Excellence by the Ohio Department of Commerce - Board of Building Standards (number 1 out of 400+ departments across the State).

We thank the Businesses, Contractors, Departments, and Residents for their collaboration on this year's projects, in which is displayed in the growth of this City. We strive to protect the public safety, welfare and preservation of this community!

Financial Highlights

We were once again awarded the CBG Allocation Grant in the amount of \$15,000 for Property Maintenance Code Enforcement. This grant funds neighborhood focused areas that are inspected on the exterior for Property Maintenance violations. This is a systematic and proactive approach to addressing code violations to ensure preservation of the Community.

Operating Highlights

It was an amazing team effort in 2019!

Total number of permits issued in 2019 exceeded 2018 numbers by 47.

The inspectors did an excellent job with the substantiality increased and extensive inspections needed due to the large projects.

Looking Ahead

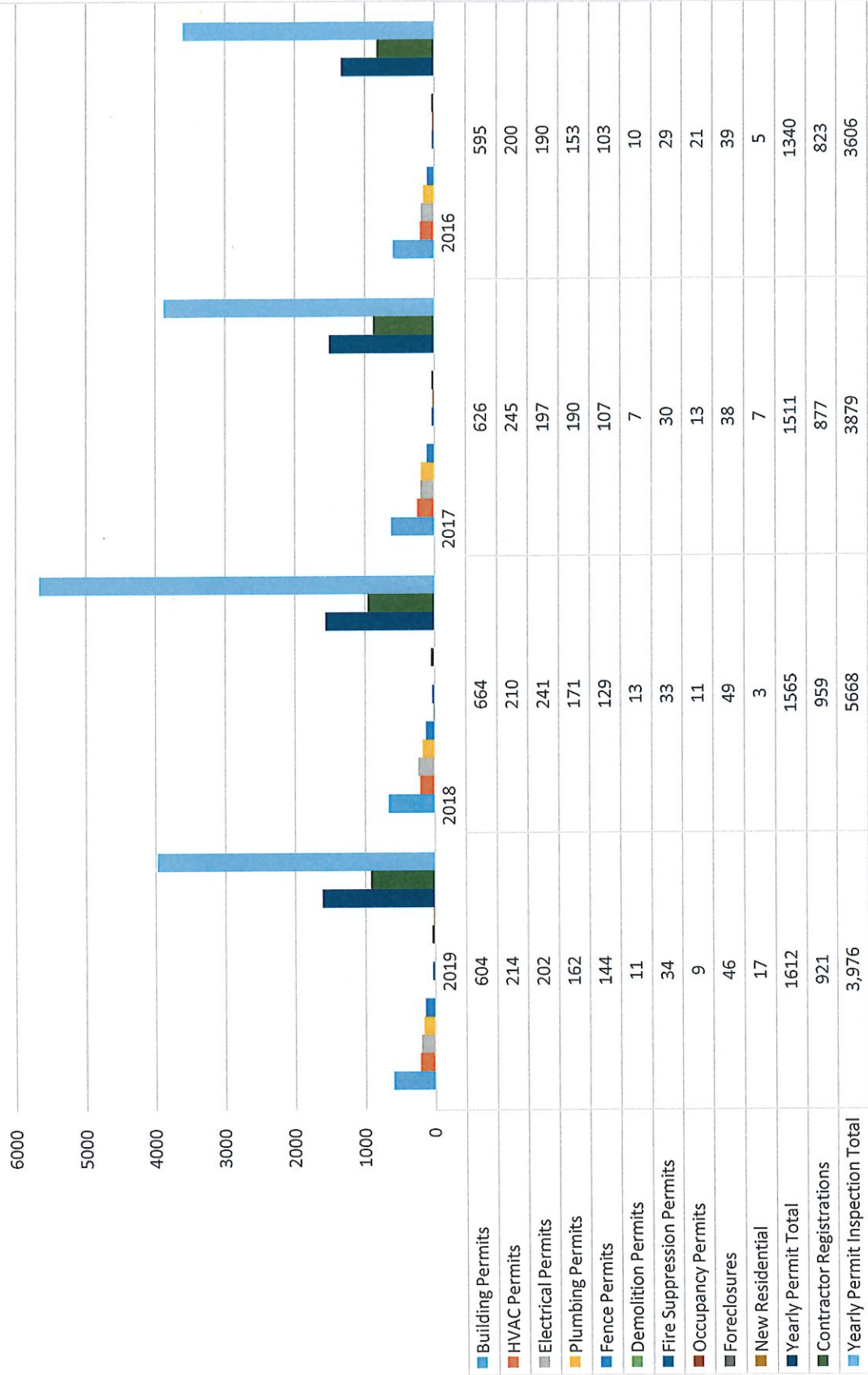
Our goal is to continually provide exceptional customer service, streamline operational processes, acquire education of the Building Codes, and to better serve the community.

Dan Gladish
Chief Building Official

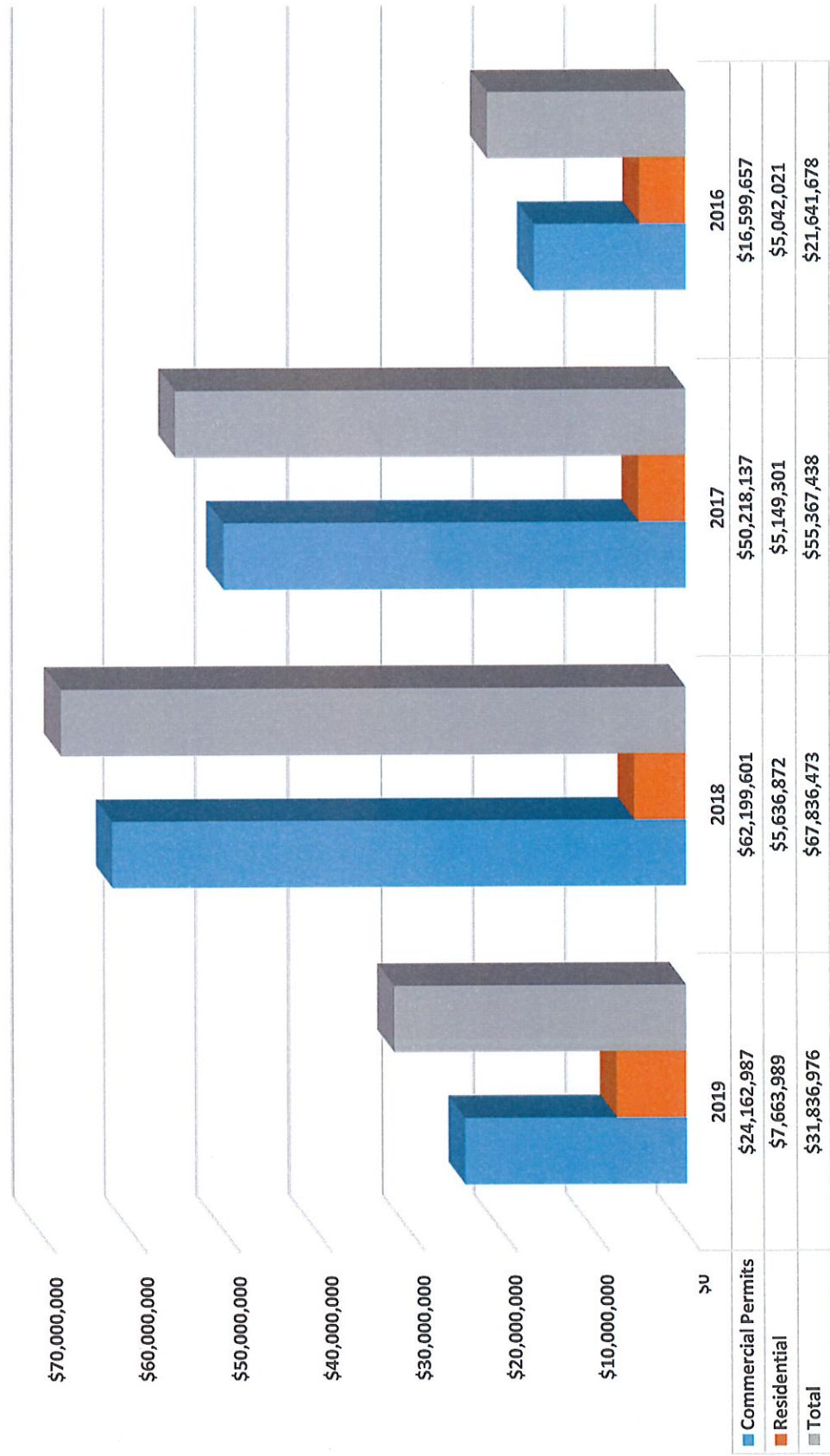


"The City of Medina Building Department strives to protect the Public Safety, Health & Welfare of the Community through Building Code Enforcement."

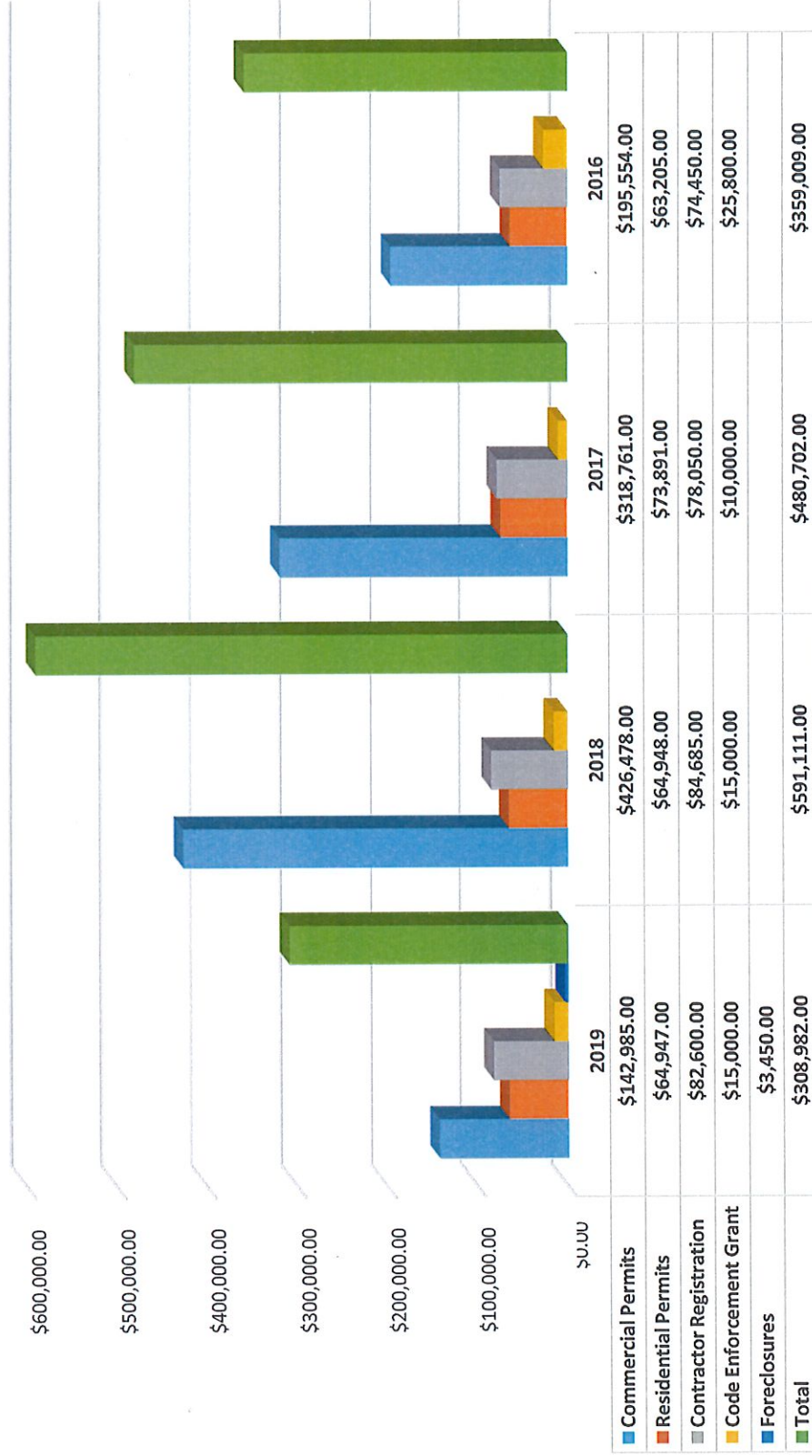
City of Medina Building Department - Annual Report 2019



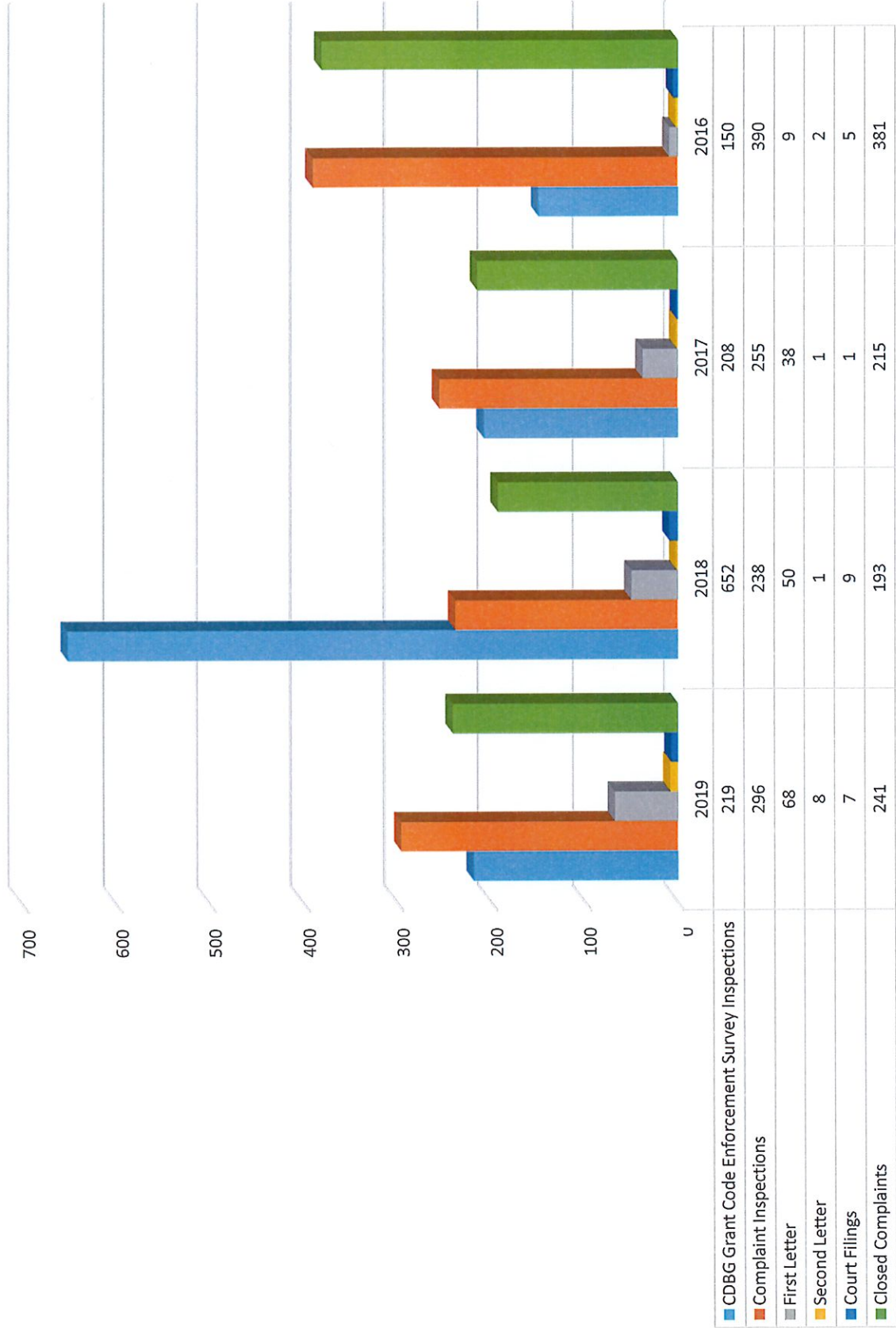
Estimated Value of Construction



Revenue Generated



Property Maintenance & Code Enforcement





City of Medina Engineering Department

2019 YEAR END REPORT

Departmental Staff

Patrick Patton, PE	City Engineer
Fred Himmelreich, PE	Assistant City Engineer
Cory Clifford	Engineering Technologist
Dave Drogell	Construction Inspector
Barb Gaiser	Clerk (part time)

January 30, 2020

SUMMARY OF 2019 WORK EFFORT and ACCOMPLISHMENTS

1. Capital Improvement Construction Projects - 2019

Type of Project	Number of Projects Completed or started in 2019	Total Cost	Comment
Street & Storm Water	9	\$2,799,136	Refer to Appendix A
Water System	3	\$553,400	Refer to Appendix B
Miscellaneous	3	\$4,516,565	Refer to Appendix C
TOTAL	15	\$7,869,101	

2. Summary of 2019 Capital Improvement Grants/Partnerships

Type of Project	# Projects Completed or started in 2019	Total Construction Cost	# Grant, Loan or Partnership Projects Completed or started in 2019	Total Value of Grants, Loans & Partnerships	Value as a Percentage of Total Construction Cost
Street & Storm Water	9	\$2,799,136	3	\$796,826	28.5%
Water System	3	\$553,400	1	\$81,280	14.7%
Miscellaneous	3	\$4,516,565	2	\$1,469,637	32.5%
TOTAL	15	\$7,869,101	6	\$2,347,743	29.8%

3. Capital Improvement Project Planning, Development, Engineering and Design – 2020/2021

	Number of active projects planned, developed and designed in 2019 for construction in 2020 or 2021:	Total (estimated) Cost of projects in development for 2020/2021 construction
Street & Storm Water	11	\$7,176,503
Water System	2	\$617,416
Miscellaneous	6	\$1,889,795
TOTAL	19	\$9,683,714

4. Private Projects Site Plans

- Commercial site plans reviewed and approved: 18
- Residential site plans reviewed and approved: 1 single family; 6 multi-family

5. Medina Railway

Operational Highlights

- Total Rail Cars:
- Number of maintenance and operational contracts awarded and managed:

Financial

Revenues

- 2019 Access Fees: \$ 0*
- 2019 Usage Fees: \$ 32,748
- 2019 City Contribution: \$ 0*
- Total Revenue: \$ 32,748

*RR consortium waived access fees for 2019

Expenditures

- Operating Expenditures: \$ 58,367

Account Balance

- End of Year 2019: \$329,746

Appendix A: 2019 Street & Storm Water Capital Improvements Projects

2019 YEAR END REPORT
ENGINEERING DEPARTMENT

January, 2020
1 of 2

STREET STORM WATER CAPITAL IMPROVEMENTS

2019 Construction Projects (Projects Completed in 2019 & Projects Under Contract/Under Construction in 2019)			COSTS (actual)					
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUC- TION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	COMMENT
925	S. Elmwood Bridge Replacement	74-12; 121-13; 171-16; 186-17	\$97,416	\$435,000	\$532,416	\$340,000	\$192,416	OPWC Grant
1024	W. Smith Ph. 3 Reconstruction (Lake to Commerce)	127-16; 3-19	\$16,743	\$1,501,212	\$1,517,955	\$374,326	\$1,143,629	OPWC Grant
1033	Lafayette Road Sidewalks	63-19	\$4,320	\$100,000	\$104,320	\$82,500	\$21,820	CDBG Grant
1037	2019 Concrete Pavement Joint Sealing	65-18	\$0	\$63,943	\$63,943	\$0	\$63,943	
1038	E. Washington Concrete Curbs	56-19	\$0	\$126,343	\$126,343	\$0	\$126,343	
1048	2019 Pavement Marking Program	108-18	\$0	\$50,000	\$50,000	\$0	\$50,000	
1050	2019 Concrete Street Repair	55-19	\$0	\$394,699	\$394,699	\$0	\$394,699	
1058	S. Elmwood and Lafayette Rd Radius Improvement		\$0	\$9,460	\$9,460	\$0	\$9,460	
1059	S. Elmwood Resurfacing			\$52,365	\$52,365	\$0	\$52,365	
		TOTAL	\$118,479	\$2,733,022	\$2,799,136	\$796,826	\$2,002,310	

2019 YEAR END REPORT
ENGINEERING DEPARTMENT

January, 2020
2 of 2

STREET STORM WATER CAPITAL IMPROVEMENTS

Design/Planning Efforts Completed in 2019 for 2020/21 Construction Projects			COSTS (Estimated Costs)					COMMENT
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	
932	Spring Grove Bridge Replacement	147-14; 133-18	\$50,000	\$371,977	\$421,977	\$268,439	\$153,538	2020 Construction; OPWC Grant
970	2020 Sidewalk Program	109-18	\$0	\$60,000	\$60,000	\$50,000	\$10,000	Property owners responsible for costs
992	S. Broadway Reconstruction	120-17	\$45,453	\$1,295,431	\$1,340,884	\$493,083	\$847,802	2020 Construction; OPWC Grant
1025	West Smith Road, Phast 4	140-16; 182-19	\$438,918	\$3,185,600	\$3,624,518	\$1,870,379	\$1,754,140	2022/2023 Construction; Federal Grant
1039	N. Broadway Culvert Replacement	133-18	\$35,000	\$294,389	\$329,389	\$209,540	\$119,849	2020 Construction; OPWC Grant
1043	2020 Residential Drainage Program		\$0	\$25,000	\$25,000	\$0	\$25,000	2020 Construction
1045	Public Square Mid Block Crossing		\$0	\$106,000	\$106,000	\$106,000	\$0	2020 Construction; State Grant
1061	Gates Mills Blvd. Bridge		\$78,000	\$590,734	\$668,734	\$485,120	\$183,614	2021 Construction; OPWC Grant
1067	2020 Concrete Street Repair		\$0	\$500,000	\$500,000	\$106,000	\$394,000	
1068	2020 Concrete Pavement Joint Seal		\$0	\$50,000	\$50,000	\$106,000	-\$56,000	
1069	2020 Pavement Marking Program		\$0	\$50,000	\$50,000	\$106,000	-\$56,000	
		TOTAL	\$647,371	\$6,529,131	\$7,176,503	\$3,800,560	\$3,375,942	

Appendix B: 2019 Water System Capital Improvements Projects

2019 YEAR END REPORT

January, 2020
1 of 1

ENGINEERING DEPARTMENT

WATER CAPITAL IMPROVEMENTS

2019 Construction Projects (Projects Completed in 2019 & Projects Under Contract/Under Construction in 2019)			COSTS (actual)				COMMENT
PROJ. #	PROJECT	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY
1024	W. Smith Ph. 3 Reconstruction (Lake to Commerce)	127-16	\$3,635	\$382,427	\$386,062	\$81,280	\$304,782
1054	Water Treatment Plant Water Well Abandonment	24-19	\$0	\$38,888	\$38,888	\$0	\$38,888
1060	S. Court Water Fill Tank Pipe Replacement	134-19	\$20,450	\$108,000	\$128,450	\$0	\$128,450
		TOTAL	\$24,085	\$529,315	\$553,400	\$81,280	\$472,120
Design/Planning Efforts Completed in 2019 for 2020/21 Construction Projects			COSTS (Costs Estimated)				COMMENT
PROJ. #	PROJECT	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY
992	S. Broadway Reconstruction	120-17	\$12,145	\$263,800	\$275,945	\$100,786	\$175,158
1025	West Smith Road, Phast 4	140-16; 182-19	\$41,351	\$300,121	\$341,472	\$176,211	\$165,260
		TOTAL	\$53,496	\$563,921	\$617,416	\$276,998	\$340,419

2020 Construction;
OPWC Grant

2022/2023 Construction

Appendix C: 2019 Miscellaneous Improvements Projects

2019 YEAR END REPORT
ENGINEERING DEPARTMENT
MISC. CAPITAL IMPROVEMENTS

January, 2020
1 of 1

2019 Construction Projects (Projects Completed in 2019 & Projects Under Contract/Under Construction in 2019)			COSTS (actual)					
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUC- TION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	COMMENT
		153-17; 52-18; 53-18; 97-18; 134-18						
1030	City Hall Parking Structure		\$135,800	\$3,800,000	\$3,935,800	\$1,000,000	\$2,935,800	Under Construction; State OFCC Grant
1042	Spring Grove Cemetery 2018 Columbarium Addition	80-18; 173-18	\$8,000	\$78,410	\$86,410	\$0	\$86,410	Under Construction
		85-19; 136-19; 148-19						Complete; FAA and ODOT Grant
1049	Airport N-S Taxiway Extension		\$200,000	\$294,355	\$494,355	\$469,637	\$24,718	
		TOTAL	\$343,800	\$4,172,765	\$4,516,565	\$1,469,637	\$3,046,928	
Design/Planning Efforts Completed in 2019 for 2020/21 Construction Projects			COSTS (Estimated Costs)					
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUC- TION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	COMMENT
947	Airport Deterntion Facility and Site Drainage		\$28,500	\$152,260	\$180,760	\$0	\$180,760	2020 Construction; Grant TBD
	Lindenwood Lake Dam and Outlet Structure Repair		\$4,500	\$250,000	\$254,500	\$250,000	\$4,500	2020/2021 Construction; Property owners to be assessed construction costs
1018	FOHA Lake Outlet Structure & Dam Reconstruction		\$3,990	\$168,425	\$172,415	\$172,415	\$0	2020/2021 Construction; Property owners to be assessed construction costs
1041								
1055	Medina Recreation Center Building Addition	46-19	\$50,050	\$800,000	\$850,050	\$850,050	\$0	2020 Construction
1063	Airport Remark Airfield	21-20; 22-20	\$31,000	\$141,000	\$172,000	\$125,400	\$46,600	2020 Conctruction: ODOT Grant
1066	E. Reagan Multi-Purpose Connector Path		\$11,220	\$248,850	\$260,070	\$195,053	\$65,017	2020 Conctruction: ODNR Grant
		TOTAL	\$129,260	\$1,760,535	\$1,889,795	\$1,592,918	\$296,877	

Medina Fire Department

2019 Year End Report

1. Overview: The Medina Fire Department provides fire, rescue and medical first responder service to the City of Medina, Montville Township and Medina Township. This is provided by a staff of 45 firefighters and officers. They respond out of 6 stations and staff 11 primary pieces of fire apparatus. The response district covers 50.4 Square miles and 10.5 miles of interstate. Serving a population of approximately 47,200 residents.

2. MFD calls by Incident Type 2019

	2019		
	Medina City	Montville Township	Medina Township
Alarm Drops	150	39	69
Electrical Problem	23	5	14
EMS Assist	136	35	53
Extrications	14	14	16
Fires	49	16	15
Good Intent Calls	109	61	59
Leaks, Spills	75	26	29
Lightning / Storm	1		
Service Calls, Other	154	64	85
Grand Total	711	260	340

3. Incident Response : By Day of Week

	2019			
	Medina City	Montville Township	Medina Township	Total
Sunday	59	27	29	115
Monday	113	37	49	199
Tuesday	110	39	57	206
Wednesday	112	39	64	215
Thursday	125	49	51	225
Friday	118	50	62	230
Saturday	74	19	28	121
Grand Total	711	260	340	1311

4. Incident Response: By Time of Day

	2019			
	Medina City	Montville Township	Medina Township	Total
0	8	5	6	19
1	4	1	1	6
2	10	1	4	15
3	5	2	2	9
4	8	5	4	17
5	10	1	2	13
6	13	4	4	21
7	24	12	9	45
8	29	14	18	61
9	37	14	19	70
10	40	15	21	76
11	48	14	31	93
12	45	16	23	84
13	49	22	19	90
14	47	17	22	86
15	40	10	11	61
16	48	16	29	93
17	38	15	30	83
18	50	21	26	97
19	53	15	14	82
20	36	20	8	64
21	23	10	17	50
22	28	2	13	43
23	18	8	7	33
Grand Total	711	260	340	1311

4. Public Education Activities:

- Fire Extinguisher Training:		602 citizens
- Safety Smoke House:	20 Adults	556 Children
- F.D. History @ Museum:	52 Adults	234 Children
- Miscellaneous P.R. Events:	800 citizens	
- Station Tours:	40 Adults	685 Children
- CPR Class:	421 Adults	276 Students
- First Aid	235 Adults	40 Students
- Apparatus Display:	1681 Adults	3256 Children

4. Fire Inspections: 945 Fire Inspections were performed

Year of Insp.	Month of In.	CITY	MED	MONT	Grand T..
2019	January	49	28	3	80
	February	52	27	6	85
	March	63	25	8	96
	April	61	35	9	105
	May	44	25	10	79
	June	51	18	5	74
	July	60	29	11	100
	August	38	6	11	55
	September	45	18	8	71
	October	45	14	10	69
	November	41	11	6	58
	December	47	16	10	73
Grand Total		596	252	97	945

5. Training:

The department participated in over 3,218 hours of training.

2019 LAW DEPARTMENT YEAR END REPORT

92 cases set for Jury Trial (84 COPs, 4 guilty findings, & 4 not guilty findings)

822 cases set for Bench/Magistrate Trial (752 COPs, 67 guilty findings, & 3 not guilty findings)

104 cases were sent to the diversion program or dismissed

1361 pretrials were held

107 trials Defendant failed to appear

2486 cases handled in 2019

Law Department Statistics 2019

	2019	2018	2017	2016	2015	OLDER	TOTAL
Jan-19	12	149	5	3	0	0	169
Feb-19	66	151	5	0	2	1	225
Mar-19	101	28	5	2	1	3	140
Apr-19	116	26	1	1	0	1	145
May-19	139	26	2	1	1	1	170
Jun-19	147	16	2	2	0	1	168
Jul-19	177	12	3	0	0	1	193
Aug-19	169	15	2	0	0	0	186
Sep-19	154	14	0	0	0	0	168
Oct-19	158	6	1	0	0	0	165
Nov-19	156	2	0	0	0	0	158
Dec-19	187	6	2	1	0	0	196
Jan-20	151	5	0	0	0	0	156

TOTAL	2239
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ACTIVE FILES

A-E	28	2	0	0	0	0	30
F-K	41	3	0	1	0	1	46
L-R	34	1	0	0	1	0	36
S-Z	34	1	1	0	0	0	36

TOTAL	148
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REVIEW FOR CHARGES REPORTS

Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
9	12	6	5	14	6

Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19
8	4	11	9	8	7

TOTAL	99
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GRAND TOTAL	2486
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Medina Community Recreation Center 2019 Year End Summary

2019 Highlights

- The Medina Rec Center welcomed 8,460 annual members, including 2,083 Silver Sneakers memberships for seniors that are paid for by their health insurance at no additional cost to them. The Rec also served 274 AARP members who had a similar arrangement with their health insurance and received their membership at half price. Our members scanned into the Rec Center a total of 290,843 times during the year.
- We received 37,594 visitors who purchased day passes and punch cards for facility access. There were 216 day pass visitors who converted their punch cards to annual memberships.
- There were 210 memberships that were paid for utilizing our monthly payment plan option.
- The Rec taught 1,514 total registrants in Learn to Swim group lessons with an average of 500 students in each session.
- The Rec hosted an average of 60 summer camp kids per week, and expanded camp offerings to include an Adventure Camp for older kids that included fun activity based field trips like ropes courses and climbing gyms. A Play Camp was added for younger children as well.
- Our 2019 youth basketball program had 1,093 registrants.
- The Recreation Center operated a successful third season at the Outdoor Municipal Pool. Revenues of \$77,650 nearly offset expenses entirely. The City Pool had 9,059 visitors who purchased daily passes, and had 502 season pass holders who visited the pool 3,091 times during the season for a total of 12,150 visits for the season.
- The Sponsorship Program with Partner Marketing secured \$11,480 in total funding for capital improvements via selling business advertising inside the MCRC.
- We expanded Healthy Medina Educational, Meltdown and C.H.E.F. Programs throughout Medina County in an effort to educate and motivate residents with weekly professional talks and events to help them reach their fitness goals.
- We successfully transitioned the management of the Medina Makos Swim team to a contractual agreement with their nonprofit parent organization.
- We celebrated our ten year anniversary of the Medina Hospital "Wellness Service Agreement" & Partnership. We used this funding to provide fitness instructors for expanded Healthy Medina education and fitness programs.
- Several departments saw management staff changes with the retirement of Darlene Donkin, our Aquatics Manager of eighteen years, and the promotion of Steven Frantz to Program Manager which has left a program department vacancy. We also have a new Senior Programs Coordinator, Nancy Johnson, who will be creating fun new programs for our age 55+ community members.

Medina Community Recreation Center

2019 Capital Improvement projects and major purchases included:

- Major \$1.2M roof renovation project
- Replaced televisions in fitness room
- Upgraded fitness room sound system to AudioFetch app platform
- Purchased two new Precor elliptical trainers for fitness room
- Purchased new Precor Adaptive Motion trainer for fitness room
- Purchased two new rowing machines for fitness room
- New computers throughout the building - \$24K
- Leisure pool slide repair project - \$14.5K
- Replaced steam coils on air handlers
- Replaced cooling tower baffles
- Boiler burner heads rebuilt
- New overhead projectors in community rooms
- New higher resolution surveillance camera system completed - \$52K
- Pool surge tank butterfly valves replaced
- Repaved portions of parking lot - \$35K
- Outdoor municipal pool chlorine tank replacement
- Outdoor municipal pool painting
- Outdoor municipal pool increased number of deck chairs and lifejackets

Exchange of Services agreements included:

- Renewed partnership with The Post Newspapers to provide a trade of services agreement for yearlong advertising campaign in 2019 through 2020.
- Renewed partnership with The Gazette Newspaper to provide a trade of services agreement for yearlong advertising campaign in 2019 through 2020.
- Renewed partnership with The Women's Journal to provide a trade of services agreement for yearlong advertising campaign in 2019 through 2020.
- Partnership with community member John Lohn for photography services for staff and advertising photos.

2020 Plans

- We are working to fill the vacant Aquatics Manager position and reevaluate our Program Department staffing needs.
- We are still looking forward to the groundbreaking for the Fitness Room Expansion, pending final approvals from the Medina City School Board and City Council.
- Our Recreation Supervisor will continue with the five year plan to purchase new fitness room equipment for existing fitness room and rotate out the older units.
- Our new Program Manager plans to expand sports and summer camps as well as create new fitness classes and explore alternative revenue sources through partnerships and new programming.

MedinaTV Year End Report 2019

MARCH 9

MedinaTV
Authored by: Jarrod Fry



MedinaTV

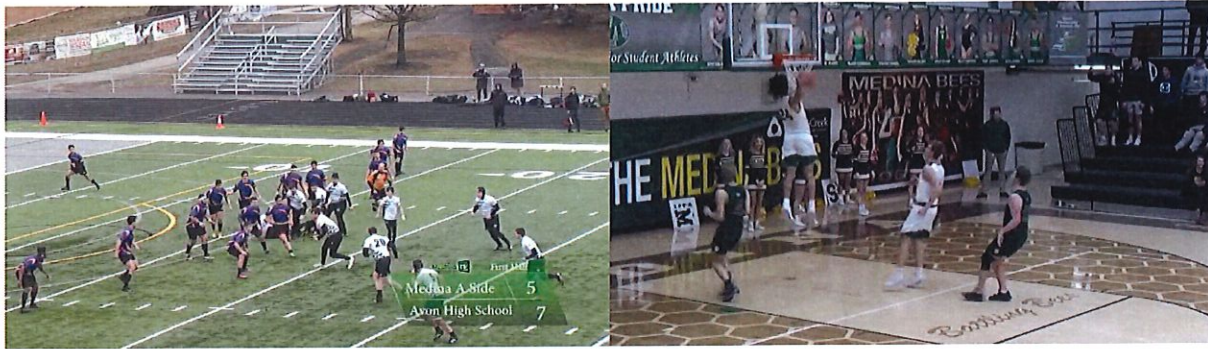
2019 Year End Report

MedinaTV had another great year as a partnership between the Medina City Schools and the City of Medina. In fact, this partnership will celebrate 25 years of working together in 2020.

As always the main focus of MedinaTV is to provide programming to the residents of Medina on Armstrong Cable channels 37 and 201. Maximizing our staff and resources we were able to provide our viewers with a variety of programming from City Council and School Board Meetings to high school sports and concerts.

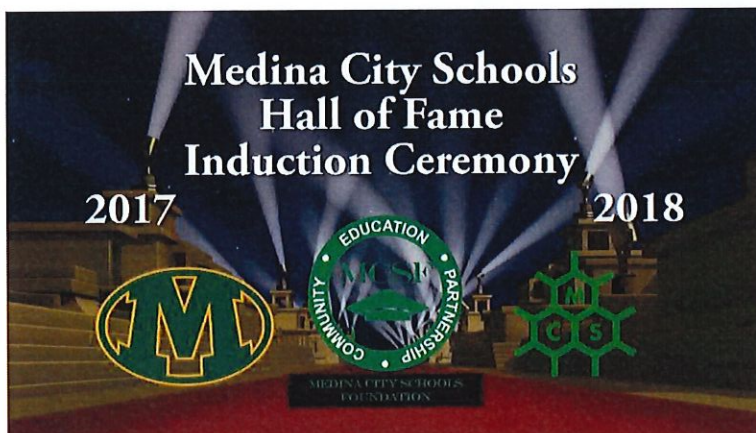


One of the major projects in 2019 was relocating and installing new equipment for our coverage of the Medina City School Board of Education Meetings that are aired live on MedinaTV and on YouTube.



MHS Rugby made its debut on MedinaTV in 2019 joining our great lineup of sports coverage.

We are always looking for ways to take advantage of technology to improve our coverage of events. Our sports coverage was enhanced by allowing residents to also watch our coverage on Facebook live and as a replay on demand. During our live broadcast on Facebook residents could take part in a live interaction asking questions or providing comments as the event was happening. This allowed our commentators to interact with the viewers in real time. This was a huge success during our coverage of the Medina Bees football season.



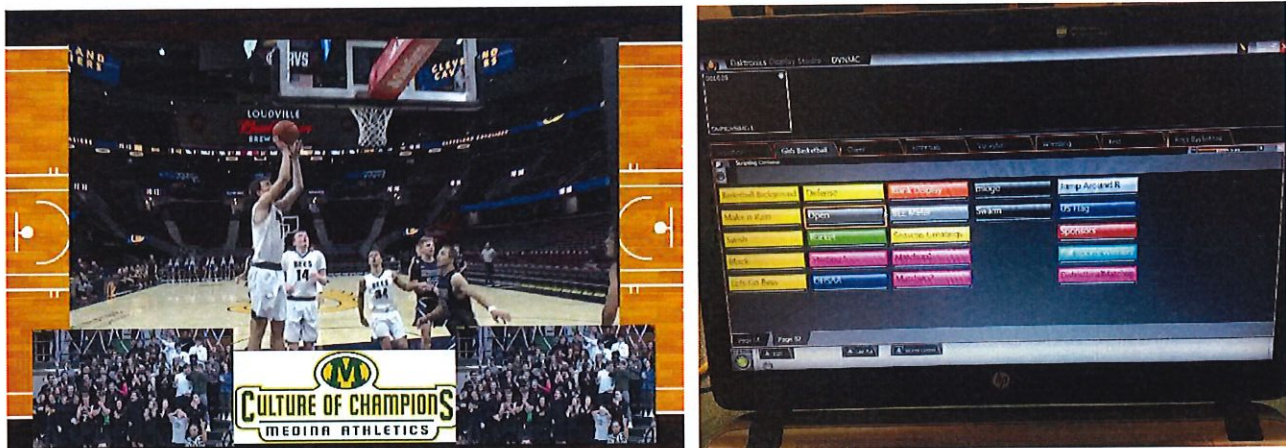
MedinaTV was proud to be a part of the MCS Hall of Fame Ceremony

MedinaTV provided preproduction and technical expertise to the MCS Hall of Fame Induction Ceremony. We were also there to record the event as it happened to broadcast on our school channel. MedinaTV also provided a copy of the ceremony to each of the inductees as a keepsake of their great honor.



MedinaTV worked on various special projects including an MCS Bus Safety campaign.

Special projects were also a major driving force for MedinaTV. One of the biggest projects was the Bus Safety campaign for the Medina City School District. This was a two part PSA that focused on the issue of bus safety involving drivers on the road. This was a project that if the district had to pay for would have been very costly to produce, but thanks to our partnership and MedinaTV's vision to see beyond just programming we were able to create this great campaign.



This is one of the videos created by MedinaTV for the video board. MedinaTV also trained students on how to run the video board.

MedinaTV also is the driving force behind the operation of the High School's video board in the gymnasium. We create all of the video portraits of players and special videos to run on the board during events. We also load in all of the sponsorship ads that run during games. MedinaTV also trains all of the members of student council to operate the board and gain valuable work experience on video board graphics and programming.



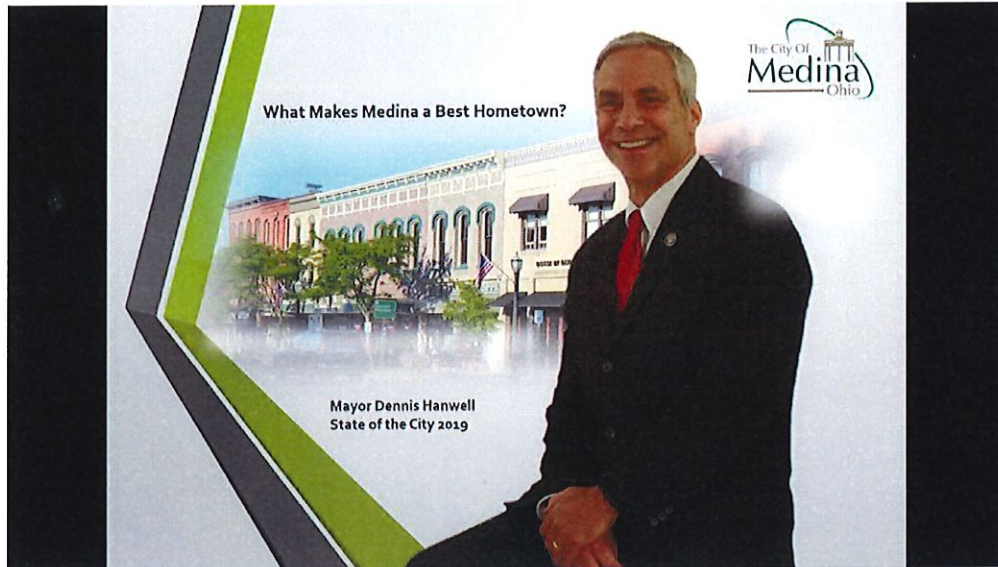
2019 saw the return of Inside the Municipal Court to MedinaTV

MedinaTV was also very busy on the government channel (37) as we saw the return of Inside the Municipal Court. The coverage of City Council meetings was expanded to be live on the channel and on Facebook. This allowed our residents greater access to their government.



MedinaTV redesigned and installed new equipment to assist with committee meeting coverage.

Coverage of City Council committee meetings were improved in 2019 after residents voiced concerns over the quality of these meetings. The meetings are aired on MedinaTV and are also broadcast on the City's YouTube page along with the MedinaTV Facebook page. This way residents have a variety of ways to watch their government at work and allow for a level of transparency with our government.



MedinaTV also helped prepare the visual presentation of the State of the City as well as taping the event.

MedinaTV was also proud to assist the mayor in preparing and providing assistance in the presentation of the State of the City address to the different audiences in which the Mayor presented.



MedinaTV also helped in the promotion and coverage of Made in Medina County.

MedinaTV worked hand in hand with the Economic Development Department on a variety of projects in 2019. Made in Medina County was one of those events, MedinaTV produced a video to promote the event and went the day of the event to conduct interviews and capturing the day's activities.

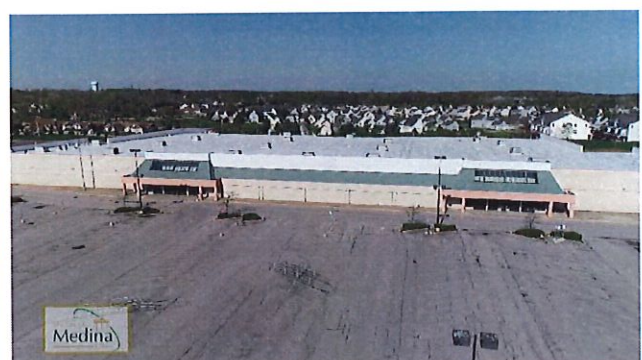


MedinaTV and the Economic Development Department partner on ribbon cuttings.

Another project with the Economic Development department is the coverage of groundbreakings, ribbon cuttings, and anniversaries. We post these events on the City's YouTube page and send a link to each of the businesses so that they can use it as an advertising tool to promote their business and have a keepsake of the day's events.

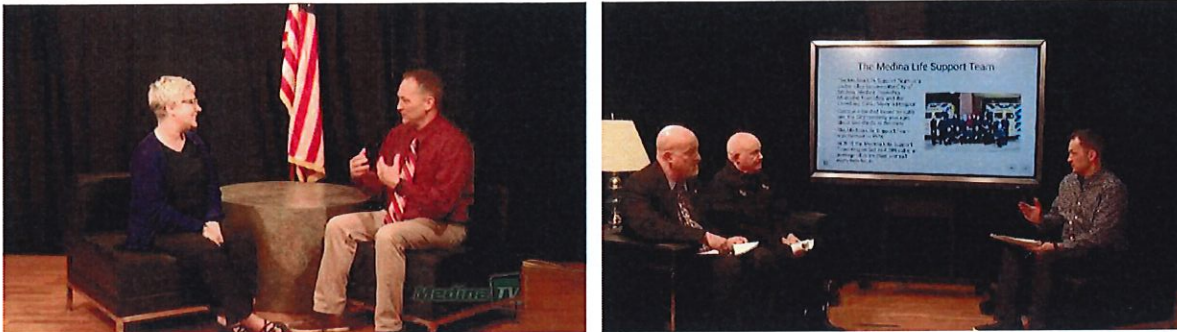


MedinaTV also takes great pride in working with Economic Development to produce business testimonials. These testimonials highlight a particular business. Not only does this provide a great informational tool for the business but it also serves as a marketing tool for the City as all of the businesses sing the praises of working with the City of Medina. All of these testimonials air on our YouTube TV channel and are shared with the featured business.



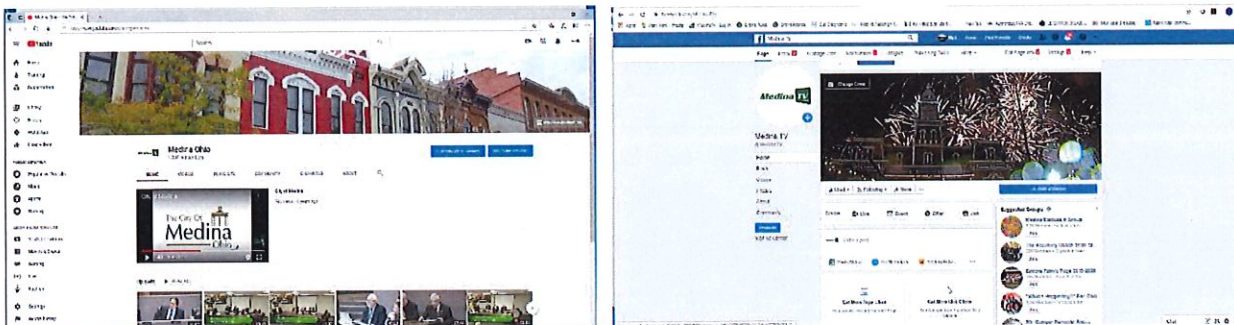
MedinaTV is proud to assist in bringing new business into our City.

MedinaTV also works hand in hand to create videos and presentations to send to potential businesses. We work with Economic Development to try to create a match between a potential business and property within our City. We constantly strive to find creative ways to make Medina stand out from other competing cities.



MedinaTV keeps our residents informed about upcoming elections.

Keeping our residents informed about local politics and elections is a top priority at MedinaTV. Partnering with the Greater Medina Chamber of Commerce, MedinaTV interviews all candidates up for election or reelection and provides a venue for candidates to reach the voters to make them more informed as they head to the ballot box. We also inform the voters about issues or levy's that will be on the ballot in an election. MedinaTV takes great pride in staying neutral and providing just the facts and information regarding levies and races. These programs are placed on the MedinaTV channel, as well as, YouTube and Facebook. So residents have multiple choices in which to get informed and prepared as they head to the ballot box. We also have live election coverage on election night to keep our residents informed of the results of the election.



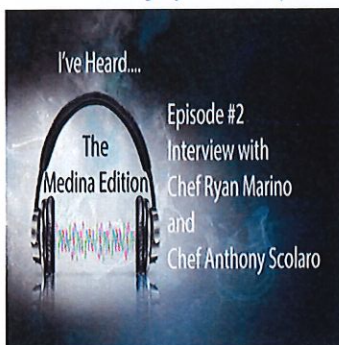
MedinaTV uses multiple media like YouTube and Facebook to reach our residents.

As mentioned numerous times in this report we have expanded our coverage by utilizing social media. We are now able to broadcast live on YouTube and Facebook along with our live coverage on our two television stations. This allows our residents to find us on the venue of their choice. We saw a steady increase in subscribers and "likes" over the course of this year.



Work continues on improving and maintaining the City's website.

MedinaTV continues to be the driving force behind the development and maintenance of the City's website. We constantly work behind the scenes at ways to improve the quality and function of the website. Our goal is to provide an ease of use for anyone visiting our city's website so that they may have an enjoyable experience.



MedinaTV explores podcasting as a way to inform residents.

MedinaTV has been using a new venue in which to reach residents, podcasting. MedinaTV has partnered with Main Street Medina, and The Greater Medina Chamber of Commerce to create 3 podcasts to date focusing on businesses and prominent people in the city. Our hopes are to continue to develop this venue and find more ways to reach our residents.

In closing we were very proud of our accomplishments over the past year here at MedinaTV and we are looking forward as to what 2020 holds for MedinaTV and the City of Medina and Medina City School District.

MEDINA POLICE DEPARTMENT

2019 ANNUAL REPORT

Edward R. Kinney Chief of Police



Law Enforcement Members attend Shop with a Cop 2019



150 W. Friendship St.
Medina, Ohio 44256
330-725-7777
www.medinaoh.org

Dennis Hanwell
Mayor



MEDINA POLICE DEPARTMENT
Integrity ★ *Service* ★ *Community*
2019 Annual Report

Mayor Hanwell and Members of Council,

As we pass the threshold of 2020, I would like to reflect on accomplishments and progress of 2019. The Medina Police Department is proud of the long history of service-oriented policing provided to the City of Medina and now Lafayette Township.



Expanding partnerships with area agencies to provide more effective service is one highlight of 2019. Moving forward we will continue to build on this progress.

Education of our patrol officers in fire response is one such collaboration. This training is provided by members of the Medina Fire Department and has already paid dividends where lives have been at stake.

Also in accordance with partnering, a detective has been assigned to the Secret Service Task Force on an as needed basis. This detective will attend extensive training given by the Secret Service who also provide forensic tools, free of cost to examine electronics, i.e., cell phones and computers. The valuable training will offer the detective an expanded knowledge of white-collar crimes, counterfeiting and computer forensics.

The Medina Police Department and Brunswick Police Department collaborated on Regional Threat / Rescue Task Force training. Eight Medina officers attended this training which taught officers, fire fighters and paramedics how to respond in scenarios that may include an active shooter where lives may be saved prior to the threat being neutralized. Such collaboration in training with area agencies can eliminate initial on scene confusion and ensure a unified response in the event an incident may occur in the future.

Four officers graduated the Crisis Intervention Training provided by Alternative Paths in 2019. This training teaches officers communication skills and

de-escalation techniques valuable in response to incidents involving mental health and an individual in crisis.

The computer aided dispatch and records management system were upgraded this past year. This transition from the old system to the new system was seamless. The upgrade from Emergitech to Zuercher has allowed us to leverage intelligence based policing effectively. One unified database as a records management system allows us to search through data quickly and effectively. The new system also allows for a quick link analysis of persons involved in past crimes and investigations. The Medina Police Department and the Medina County Sheriff's Office collaborated on this project. Additionally, many county law enforcement agencies have since transitioned to the Zuercher platform which establishes sharing of data and intelligence throughout the county. Another benefit to this shared project is the support of built in redundancies between the Sheriff's Office and Medina Police in the event of a system failure.

Our community outreach program continues to thrive and grow. This past year Medina Police Officers participated in Kids Day on the Square, National Night Out, Medina Area Citizens Police Academy, Shop with a Cop, Christmas with Santa in Lafayette Township, as well as numerous talks and visits to area businesses as well as hundreds of positive contacts the officers made during their daily duties.

Our personnel recruitment and retention efforts have proven to be beneficial. In 2019 we had one retirement, one patrol promotion to sergeant and we hired three officers. We are currently at our authorized staffing level of 39 full time officers.

We look forward to continued service to our community in 2020.

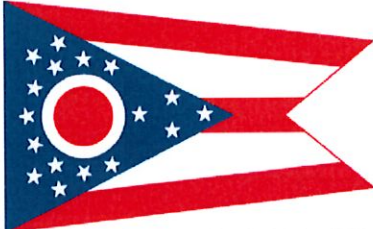

Respectfully submitted,



Edward R. Kinney
Chief of Police

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2019 Annual Report

A map of Medina, Ohio, with the city boundary highlighted in green. The map shows a network of roads including Fenn Rd, Norwalk Rd, W Liberty St, N State Rd, W Smith Rd, Lafayette Rd, Pearl Rd, N Court St, E Reagan Pkwy, W Reagan Pkwy, Weymouth Rd, Medina Rd, Wadsworth Rd, Sharon Copley Rd, and Weymouth Rd. Key landmarks include Reagan Park, Spring Grove Cemetery, and Weymouth Lake. The city is situated near the intersection of I-75 and I-480. The map also shows surrounding areas like Fenn Rd, Norwalk Rd, Weymouth Rd, and Sharon Copley Rd.

City Motto Preserving the Past. Forging the Future.	Ohio Flag 	City Logo 
2019 Population 26,193	Founded 1808	Incorporated 1835 Village 1952 City
Square Miles 10.9	Second Largest city in Medina County	Fifty-sixth largest City in Ohio
Transportation Assets Rail Airport	Medina County Population 179,146	School District Enrollment 6,836

The map displays the city of Lafayette, Indiana, and its surrounding areas. Key features include:

- Major Roads:** I-475, I-65, I-90, Calhoun Road, Wedgewood Road, and Chippewa Road.
- Local Roads:** Smith Road, Egan Road, Columbia Road, Deerview Lane, and Chippewa Road.
- Landmarks:** Lafayette City-County Airport, Lafayette City-County Stadium, and Chippewa Lake Village.
- Parks:** Wedgewood Park, Chippewa Park, and Chippewa Lake.
- Water Bodies:** Chippewa Lake.
- Compass Rose:** Located in the top right corner, showing North (N), South (S), East (E), and West (W).

The map is color-coded with green for parks and blue for water bodies. The city of Lafayette is labeled in large, stylized letters across the center. The map also shows the locations of the Lafayette City-County Airport, the Lafayette City-County Stadium, and the Chippewa Lake Village.

Medina County Highway Engineer
 291 West Smith Road
 Medina, OH 44136
 Phone 330.723.9561
www.hillmanengineer.co.medina.oh.us

Lafayette Township Population 5,787	Square miles 22.9	Borders Southwest side of the City of Medina
Largest natural lake in Ohio Chippewa Lake	Technology Park Medina County University Center University of Akron	Settled 1820

MEDINA POLICE DEPARTMENT

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Staff Roster

Name	Assignment	Hire Date
Edward Kinney	Chief of Police	1997
David Birckbichler	Lieutenant	1995
Scott Marcum	Lieutenant	2000
Nathan Simpson	Sergeant	2003
Brett McNabb	Sergeant	1998
Darin Zaremba	Sergeant	1995
Patrick Sloan	Sergeant	2003
Sara Lynn	Sergeant	2005
Bryan Wagner	Sergeant	2003
Joshua Wilson	Sergeant	2008
Kirk Vozar	Officer	1989
Daryn Winebrenner	Officer	1995
Dan Warner	Officer	1995
Todd Grice	Officer	1996
Michael Wesner	Officer/SRO	1996
Al Roland	Officer/SRO	2005
Matthew Martincin	Officer	2005
Kelly Moran	Officer	2007
Christopher Brink	Officer	2008
James Tighe	Officer	2009
Mathew Fitz	Detective	2012
Gregory Habrat	Officer/Property	2012
James Terwilliger	Officer	2013
Nicholas MacLarren	Officer	2013
Michael Lyon	Officer/K9	2013
Derek Crooks	Officer	2014
Michael Wovna	Officer	2014

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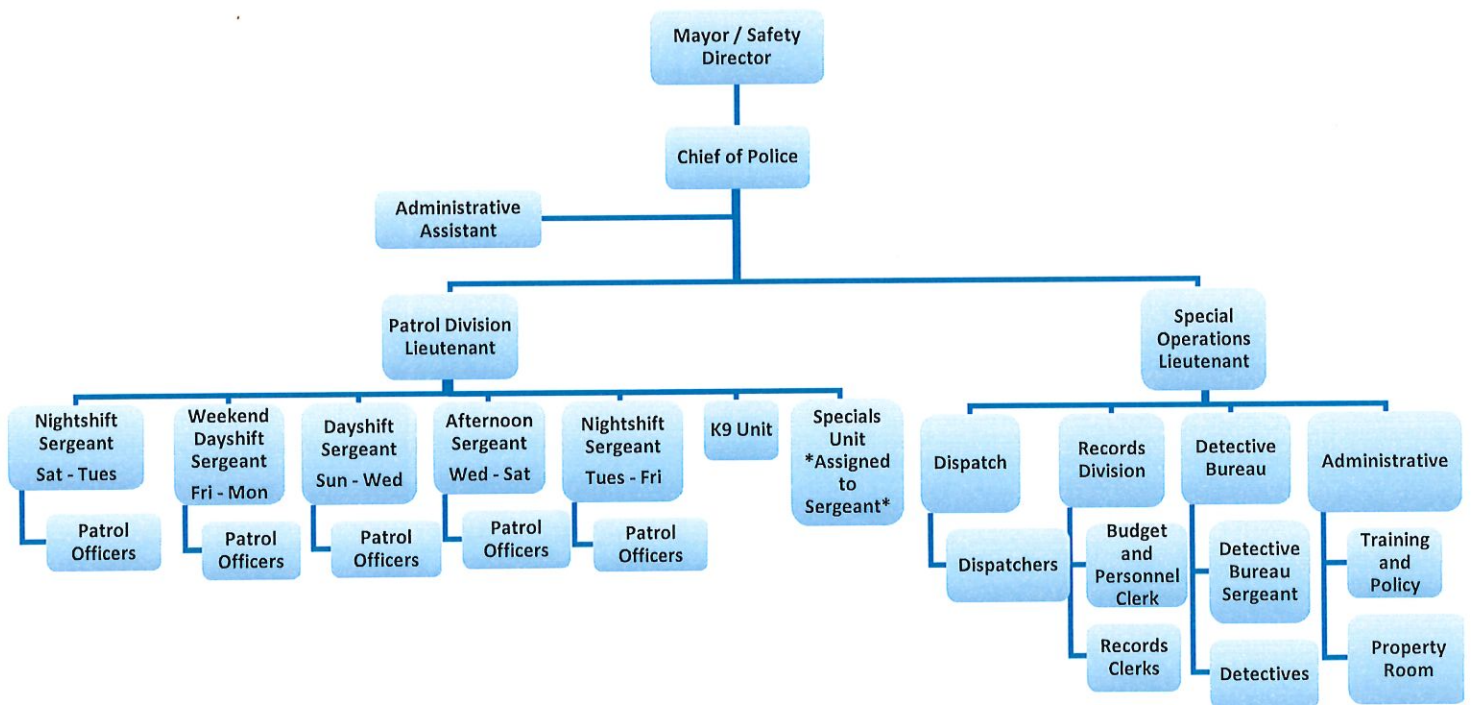
Christopher Deeks	Officer	2014
Jeffrey Smith	Detective	2014
Michael English	Detective	2015
Erica Anderson	Officer	2015
Andrew Dziak	Officer	2016
Raven Ory	Officer	2017
Vincent Piccoli	Officer	2018
Christopher Wade	Officer	2018
Evan Scherer	Officer	2018
Joseph Calabrese	Officer	2018
Tyler Hughes	Officer	2019
Xavier Payton	Officer	2019
Matthew Witthuhn	Officer	2019
Patty Miller	Dispatcher	1999
Denise Indovina	Dispatcher	2001
Andrew Demczyk	Dispatcher	2013
David McGurk	Dispatcher	2013
Crystal Vance	Dispatcher	2015
Calvin Undercoffer	Dispatcher	2017
Sarah McCullough	Dispatcher	2017
Kali Bainbridge Rodriguez	Dispatcher	2017
Kelly Oyler	Dispatcher	2017
Jackie Ingersoll	Records/Budget	2007
Natalie Santivasci	Admin. Assistant to Chief	2011
Anthony Belsito	Load Limit Inspector	2013
Lyndie Gillihan	Records	2013
Monica Juka	Records	2014
Jeanne Masters	Records	2015
William Pavlick	Parking Attendant	2018

MEDINA POLICE DEPARTMENT

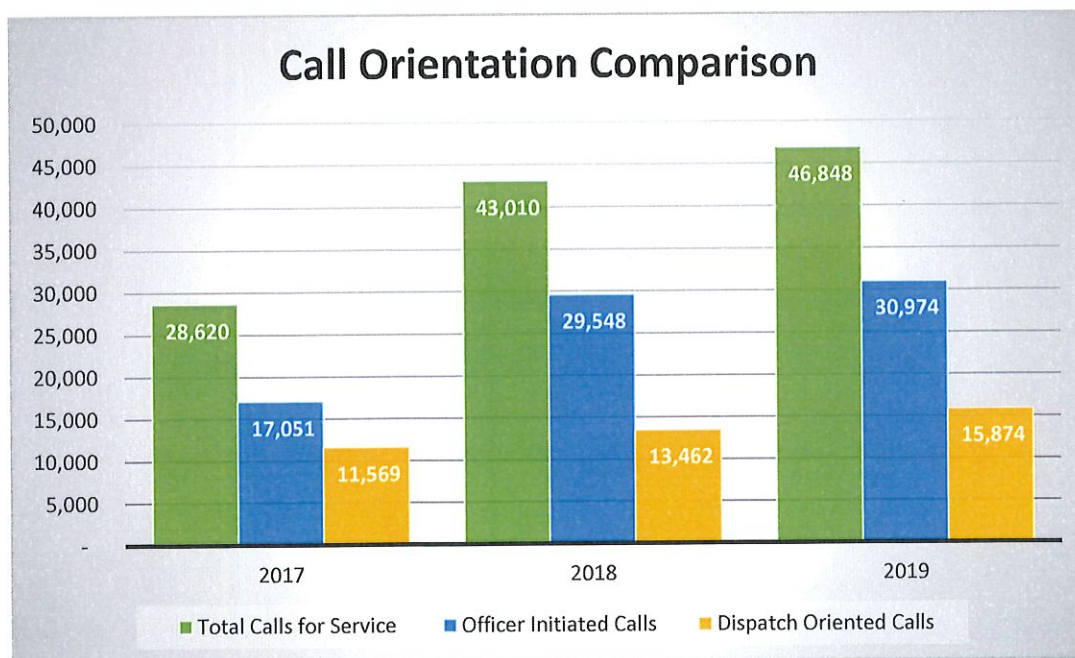
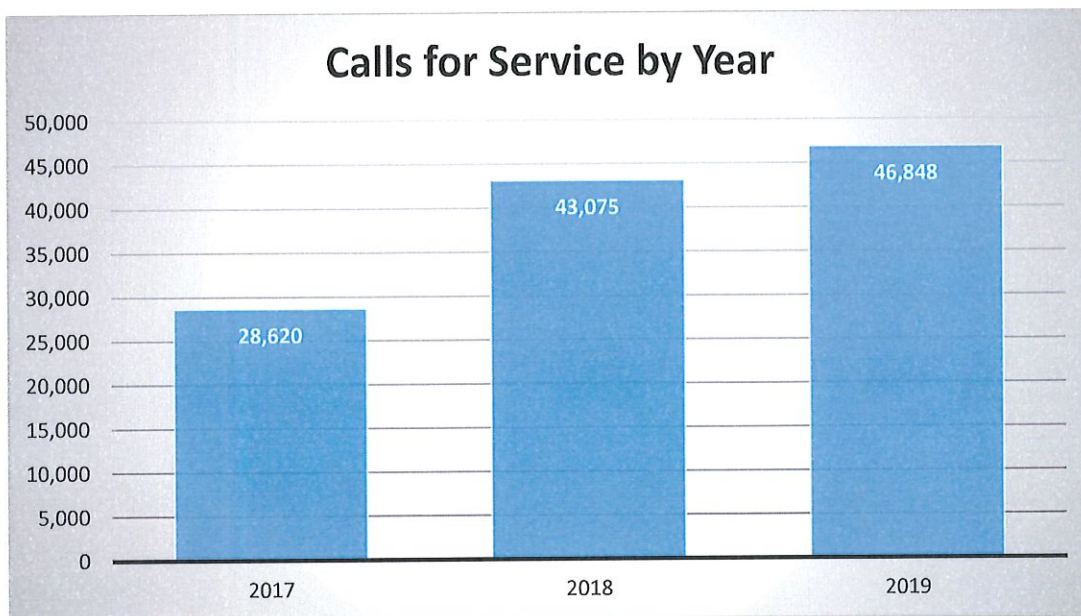
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Organizational Chart



Department Statistics

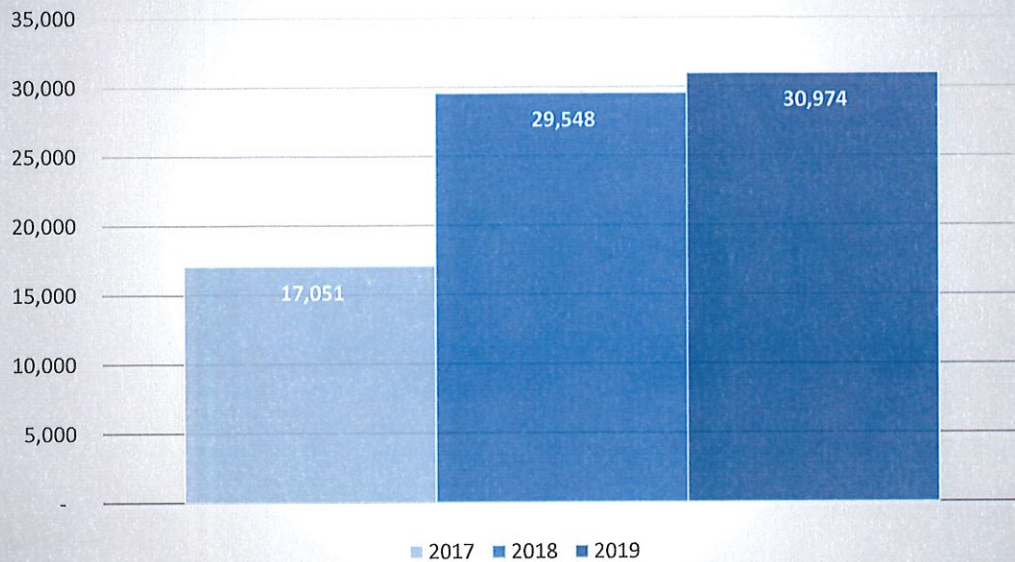


MEDINA POLICE DEPARTMENT

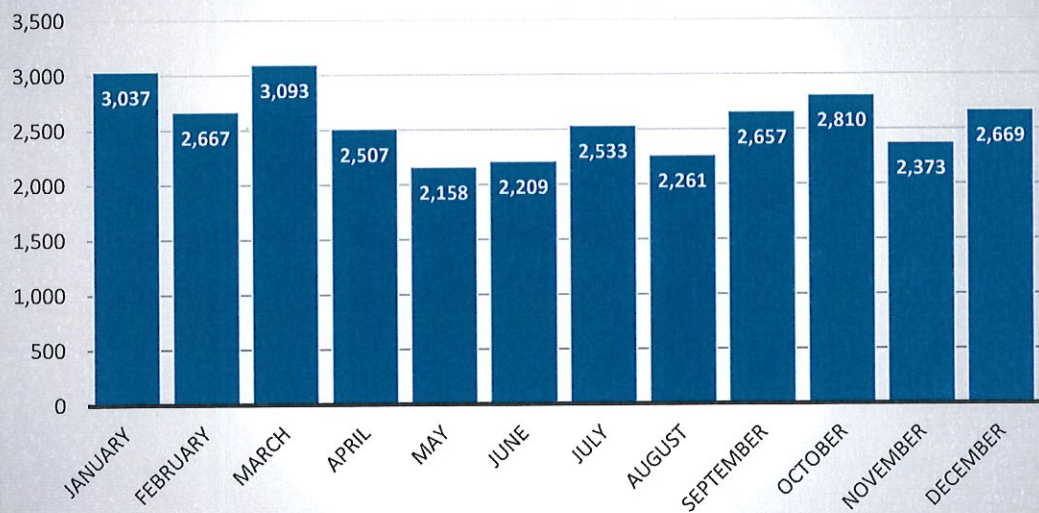
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Self-Initiated Activity Yearly Comparison

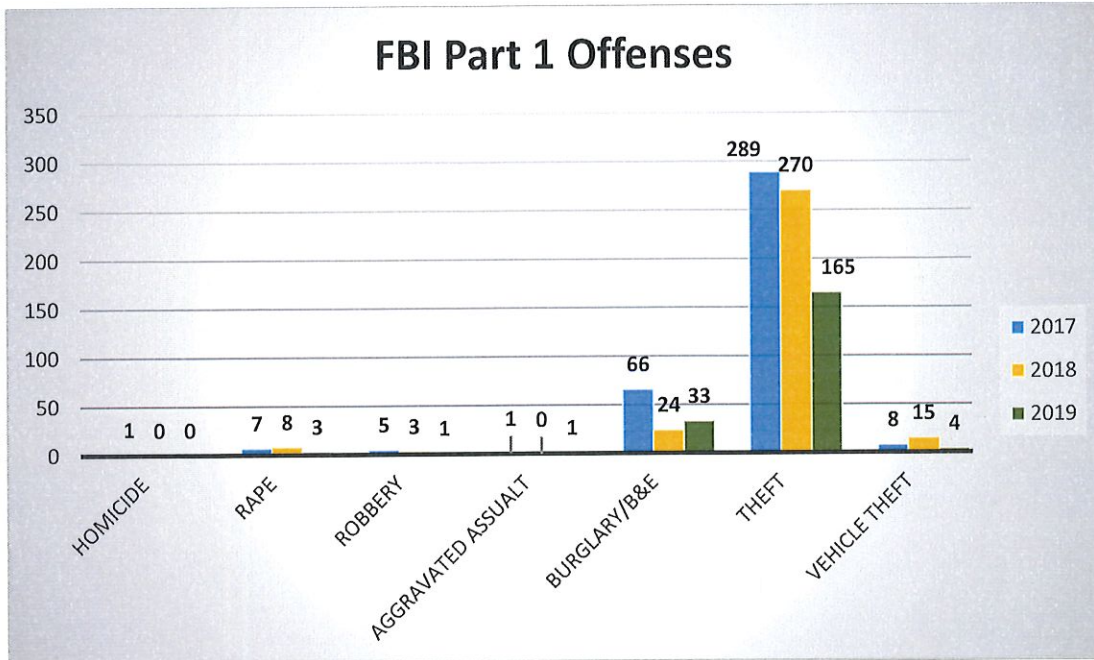


Self Initated Activity by Month

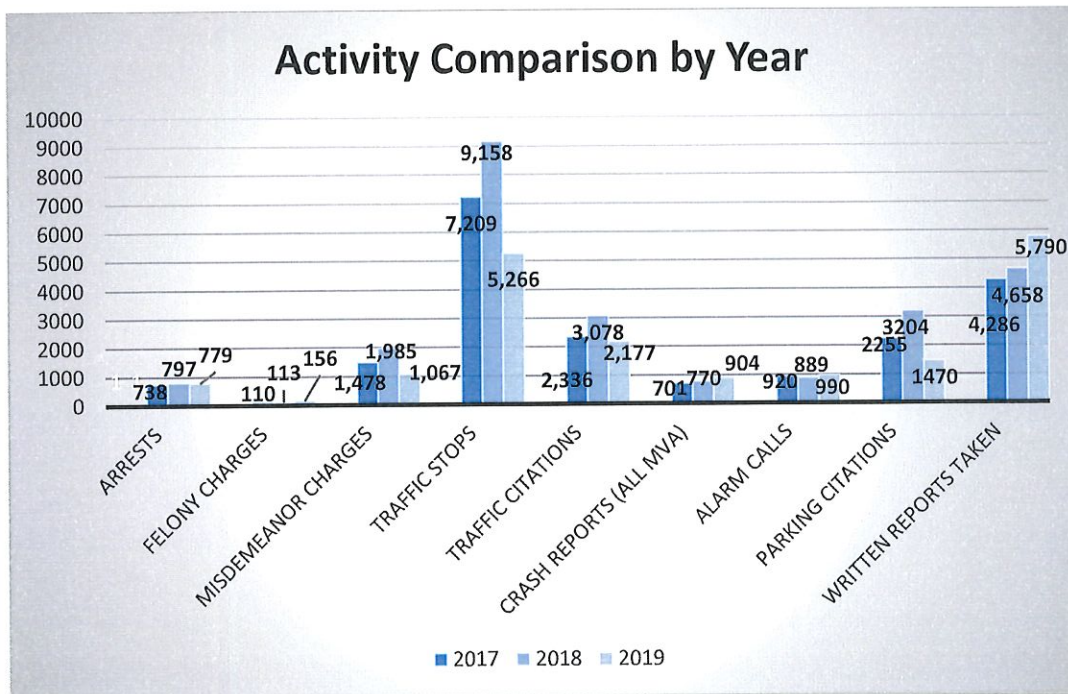


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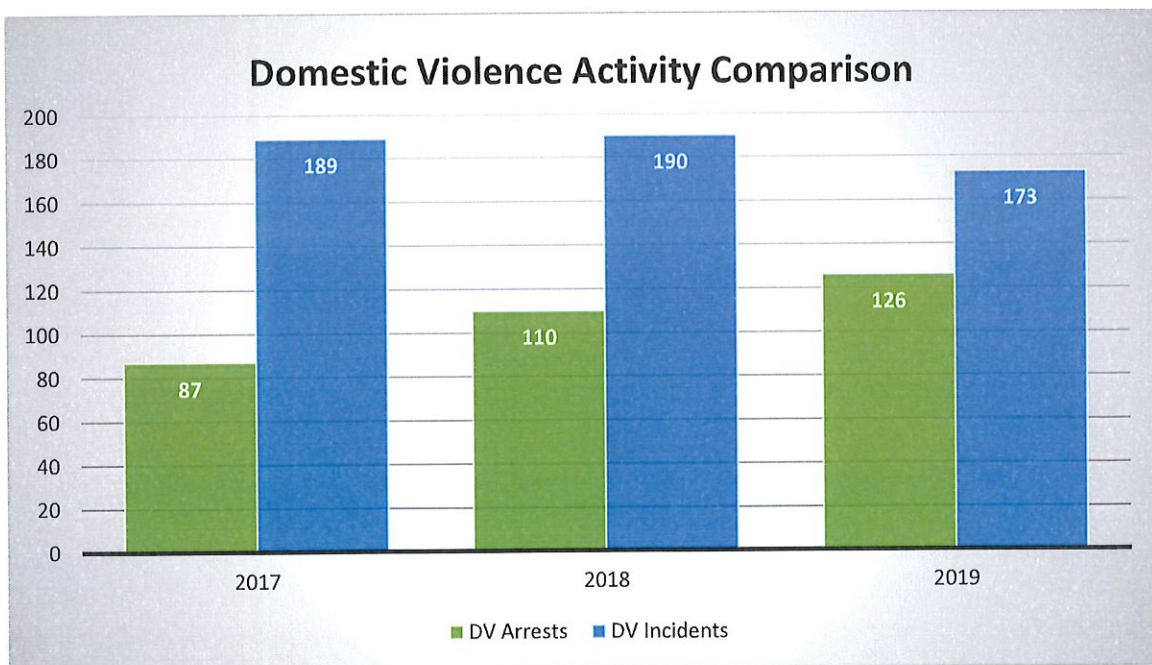
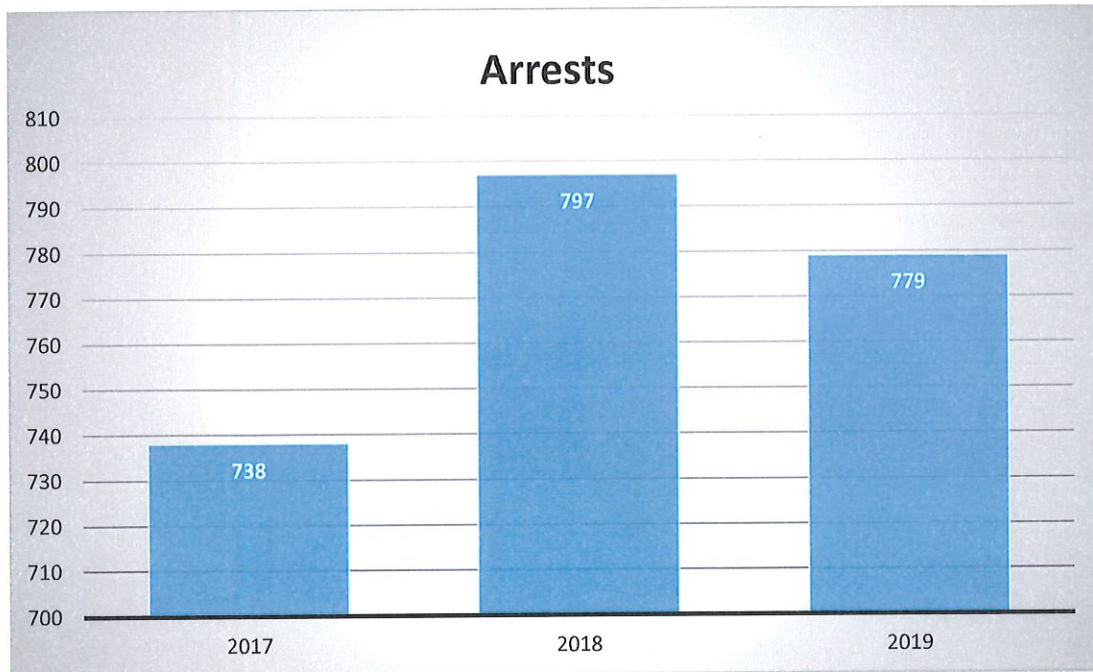
FBI Part 1 Offenses



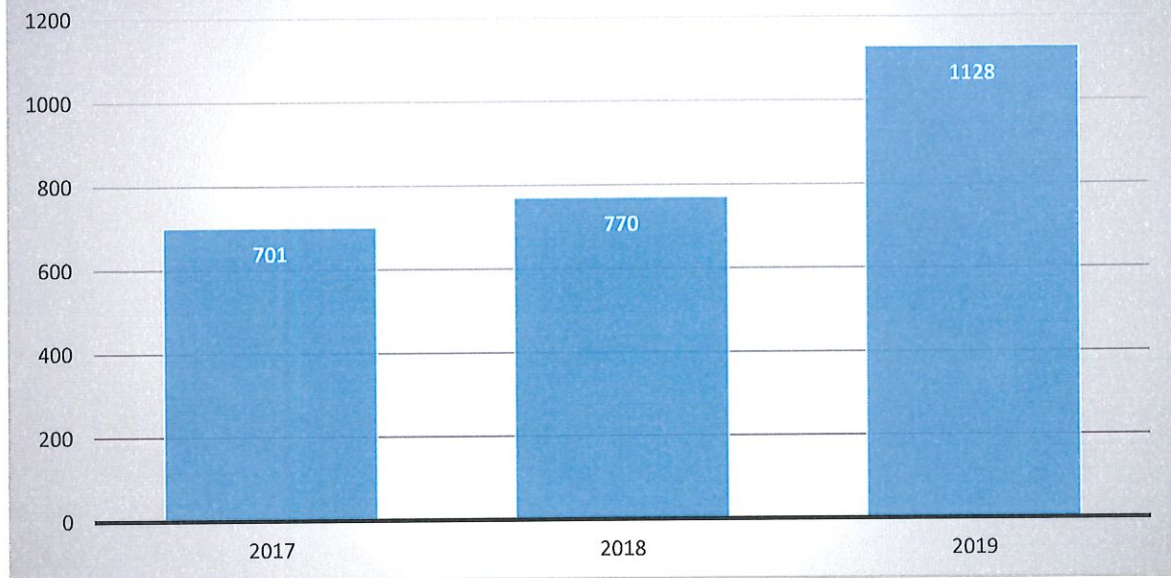
Activity Comparison by Year



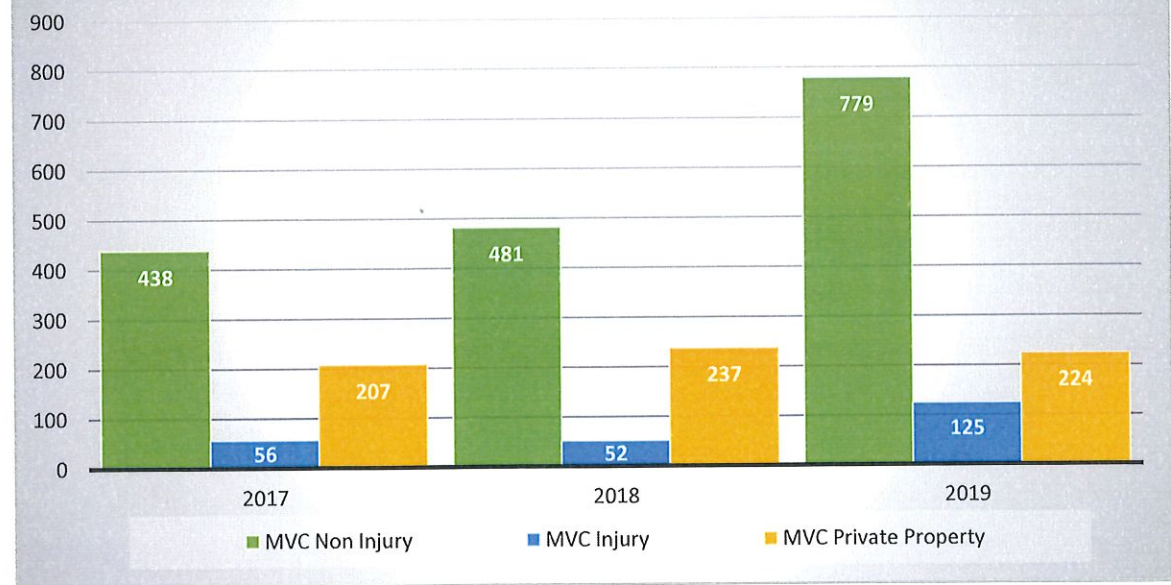
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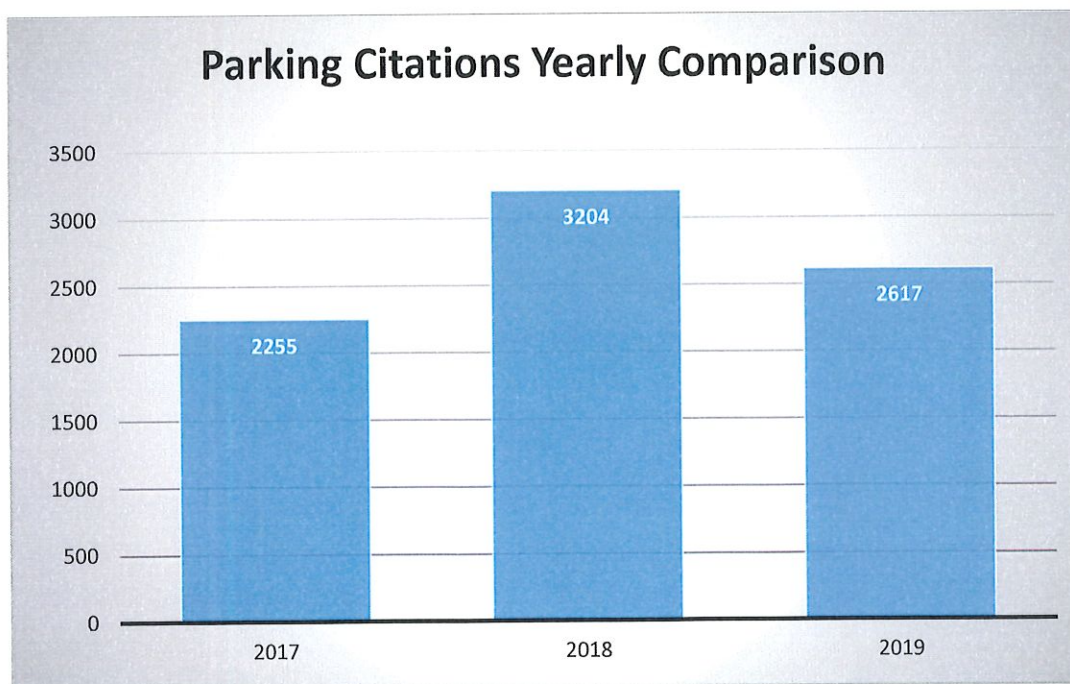
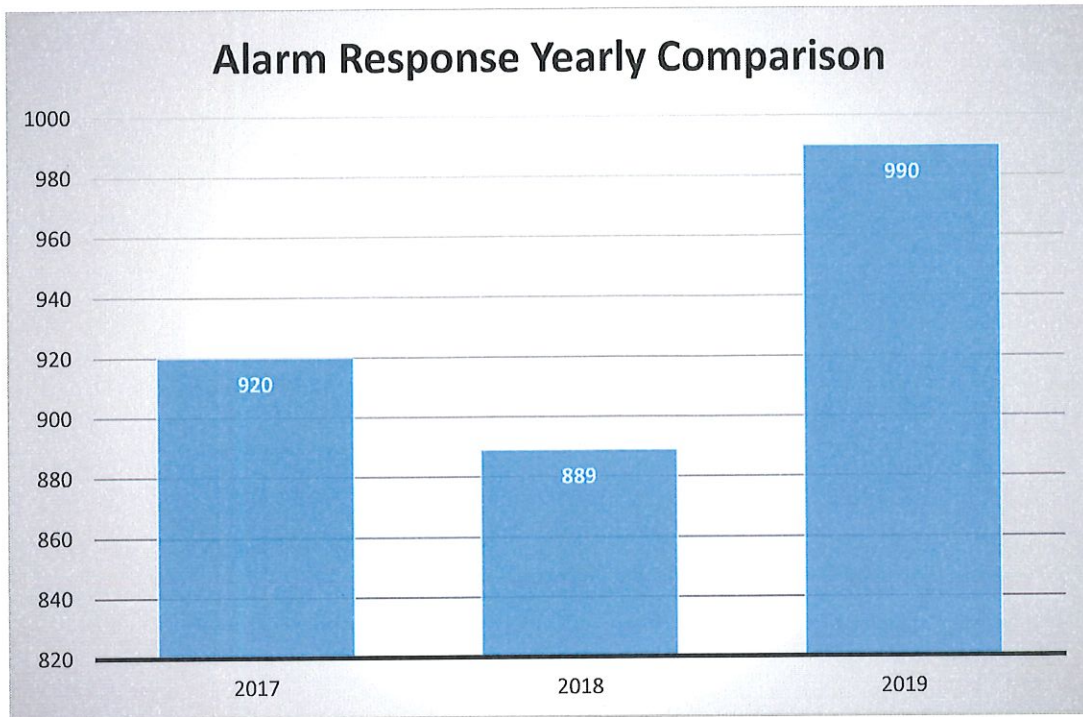


Motor Vehicle Crashes Yearly Comparison



Motor Vehicle Crashes by Type Comparison





Patrol Division

The uniformed patrol division is the first to represent the Medina Police Department and the City of Medina in response to citizen requests for service. The patrol division is also responsible for carrying out initial crime scene investigations, traffic enforcement, motor vehicle accident investigations, assisting on LST calls, as well as fire calls. The patrol division is commanded by Lieutenant Scott Marcum.

Three new officers were hired in 2019. Two have completed training and have begun



work within the patrol division. Our latest patrol officer hire graduated the police academy in late January of 2020 and is expected to complete field training in April of 2020. These new additions bring the patrol division staffing to 39 sworn full-time officers.

During the course of 2019, Officer Lyon and

partner K9 Nero continued to conduct frequent community oriented policing activities including public demonstrations and periodic school sniffs. Nero was also deployed to conduct school sniffs at various other schools in the Medina area, including Brunswick, Wadsworth, Highland and North Royalton. Officer Lyon and Nero held demonstrations at the annual National Night Out and the Medina County Fair.



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Officer Lyon and Nero were deployed on 164 police related calls during the course of 2019. Officer Lyon advises that Nero continues to progress nicely in his second year of service to the City of Medina. Officers within the Medina Police department have become familiar with Nero's abilities and call him to service in more than just narcotics incidents. Nero's skill set includes detection of a possible suspect, as well as location

of evidence other than narcotics based. He has also been a valuable safety asset during high risk arrest scenarios as his diligent focus on the task at hand has convinced suspects to surrender when confronted. Officer Lyon and K9 Nero produced a solid year and look forward to continuing their dedicated work in 2020.

2019 K-9 Stats	
Type	#
COP Deployments	21
Traffic Stops	83
Arrest	33
Tracks	9
Other Deployment	18
Total Deployments	164

In 2020 the patrol division will strive to continue the growth represented in 2019 and reach further in collaborating and partnering with neighboring departments, first responders, local government, non-profits, schools, small businesses and the citizens of Medina.

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Sergeant Sloan, Officers Anderson and English were honored by Cleveland Clinic for saving the life of a choking victim (Dispatcher David McGurk not pictured)



Medina bike patrol officers on duty for the July 4th fireworks



Safe Communities award recipients Officer Crooks and Officer Wovna



Above: Lt. Marcum and Officer Tighe display the SWAT truck during National Night Out



To right: Officer Lyon and Nero participate in the Medina County Fair demonstration



Medina officers conduct self-defense training to high school students

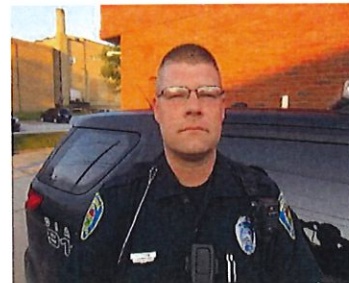
School Resource Officers-



The Medina Police Department provides two full-time School Resource Officers (SRO) that work collaboratively with the Medina City Schools. Working under the command of Lieutenant Dave Birckbichler, SRO Mike Wesner ensures safety of students at Medina Senior High School and

SRO Al Roland divides his time between A.I. Root and Claggett middle schools. The SRO's have the primary responsibility of upholding a safe and positive learning environment for students, staff, the facilities, and the community. The School Resource Officer's role is based off the triad concept, functioning in three capacities; as law enforcement, teacher and informed counselor.

As a law enforcement role within the schools an SRO is responsible for calls for service that occur at their respective schools. Many times, they are called to work with outside agencies such as the Medina County Health Department and Medina County Job and Family Services. Second to safety, our SRO's serve as a liason between the youth and police officers by establishing a non-confrontational environment. This may be the first contact some students have with the Criminal Justice System.



Our SRO's works with the faculty and administrators to uphold school policies and procedures. They maintain a close working relationship with school counselors, social workers, psychologists, nurses, and teachers to assist students in building positive relationships. Officers Wesner and Roland work diligently in building rapport with students, especially those identified as being at risk. Officers Wesner and Roland pride themselves and the department in their role as mentors of at risk youth.

Our SRO's serve as teachers to our youth and build positive rapport by participating in after school activities. Our SRO's lead and participate in many youth programs such as ROADWISE; a teenage awareness driving program using driving simulators to promote safe driving habits. During driver safety month, in conjunction with the American Automobile Association our SRO's provide student and staff vehicle safety checks, they also promote "Click it or Ticket" events supported by the Medina County Safe Communities Coalition, they administer concepts of the SOBER Truth Program, along side the Ohio Investigative Unit, which encourages responsible decision making and helps reduce the use of alcohol in our youth. Our SRO's teach Campus Awareness Training (CAT), a two day course comprised of practical, hands on strategies in self-defense and basic safety awareness for female seniors. At the middle school level the SRO maintains involvement in "See Something/Say Something" presentations, Bike to School week coordination, and Shop with a Cop planning. The SRO's are active participants in the Medina Police Activities League, Shop with a Cop, Special Olympics and they attend and assist at the many schools dances, rallies, and assemblies.

While the primary goal of our School Resource Officers is to provide safety, they also play an integrative role in uniting law enforcement, youth, faculty, and community on a foundation of understanding and cooperation.

Community Outreach

Citizens Police Academy-

The Medina Police Department collaborates with the Medina Township Police Department and the Montville Township Police Department in presenting a citizens police academy for local residents. The academy consists of a curriculum intended to give an overview of policing. The academy consists of ten class presentations spread over ten weeks. The classes are generally three hours in duration for each session. Class survey results at the end of the academy are very positive with most indicating a positive reinforcement or a positive change in the opinion of law enforcement.



Medina Community Police Academy Alumni Association (MCPAAA)-

The Medina Community Police Academy Alumni Association is dedicated to strengthening the partnership between the citizens of Medina and the Police Department by assisting in community-sponsored activities and acting as a resource to the Medina Police. This organization is a direct result of graduates from the citizen's police academy wishing to volunteer their time and give back.



The following are some of the areas where the MCPAAA assist the community and police department: Memorial Day Parade, Tunnels to Tower Run, Medina Half Marathon, July 4th Twin Sizzler, July 4th Parade, summer concerts, Art in the Park, International Fest, Homecoming parade, Halloween patrol, various community walks, Halloween Festival by Main Street Medina, Candlelight Festival/Parade of Lights,

Small Business Saturday Shoplift Preventions, Civil Service Exam,
Police Cruiser Maintenance

Shop with a Cop-

Law enforcement members from the county came together in December to spread the joy of Christmas. More than 130 children were treated to a day of fun while bonding with the law enforcement community. Medina PD sponsored twenty children this year and held the annual bake sale in support of the event. Children were treated to breakfast at the Blue Heron Event



Center, time with Santa, a lights and sirens parade to Walmart, guidance and bonding with a law enforcement representative while shopping for themselves and their families and then lunch at Blue Heron with prizes and treats. This is a heartwarming event that our officers look forward to all year. This event is sponsored by the Medina County Fraternal Order of Police.

Juvenile Diversion –



The Medina Police Department participates in the Medina County Juvenile Traffic Diversion Program. A program administered by the Montville Police Department offered to all first time juvenile traffic

offenders 16 or 17 years old. The one day class provides an alternative to the Juvenile Court system



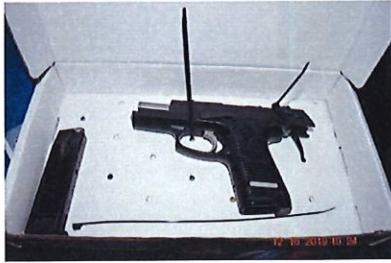
for an initial offense. A three hour class is offered at Medina High School and is taught by police officers who utilize driving simulators and hands-on driving exercises in a controlled environment to enhance the classroom portion. Participation requires a fee of \$50 which covers the administrative costs. Upon completion of the program, neither the juvenile nor their parent(s) need to appear in court and the citation is not reported. Thus the juvenile's driving record remains clear.

Social Media Presence-



Social media is used by the Medina Police Department to better engage with the community. Facebook allows the police department to communicate with the residents of Medina regarding community happenings, department updates, crime help and information relative to our community. Interest in the Medina Police Facebook page increased in 2019 to 16,623 followers. Please continue to stay in touch with us via our Facebook page in 2020 to remain up to date with the most current happenings within our community.

Detective Bureau



The officers assigned to the Detective Bureau investigate felony and misdemeanor cases and complete pre-employment background investigations. Most cases originate with the Patrol Division and are forwarded to the detective bureau for additional investigation. Detectives are responsible for managing cases through the investigative process and through court proceedings.

The Detective Bureau is under the command of Lieutenant Dave Birckbichler and staffed by one supervisor, Sergeant Brett McNabb and three detectives. All detectives share a weekly on-call schedule during the year.

During 2019, Medina PD detectives worked closely with and collaborated with multiple local, state and federal agencies. On a daily basis, detectives work with municipal and county prosecutors, social workers from Medina County Job and Family Services, local probation officers and state parole officials.

In July of 2019 Detective Matt Fitz was assigned as a liason to the Medina County Drug taskforce. He assists the agent assigned to the City of Medina for investigations. He received 72 drug related complaints, performed 62 hours of surveillance, obtained 7 search warrants and participated in 12 arrests.

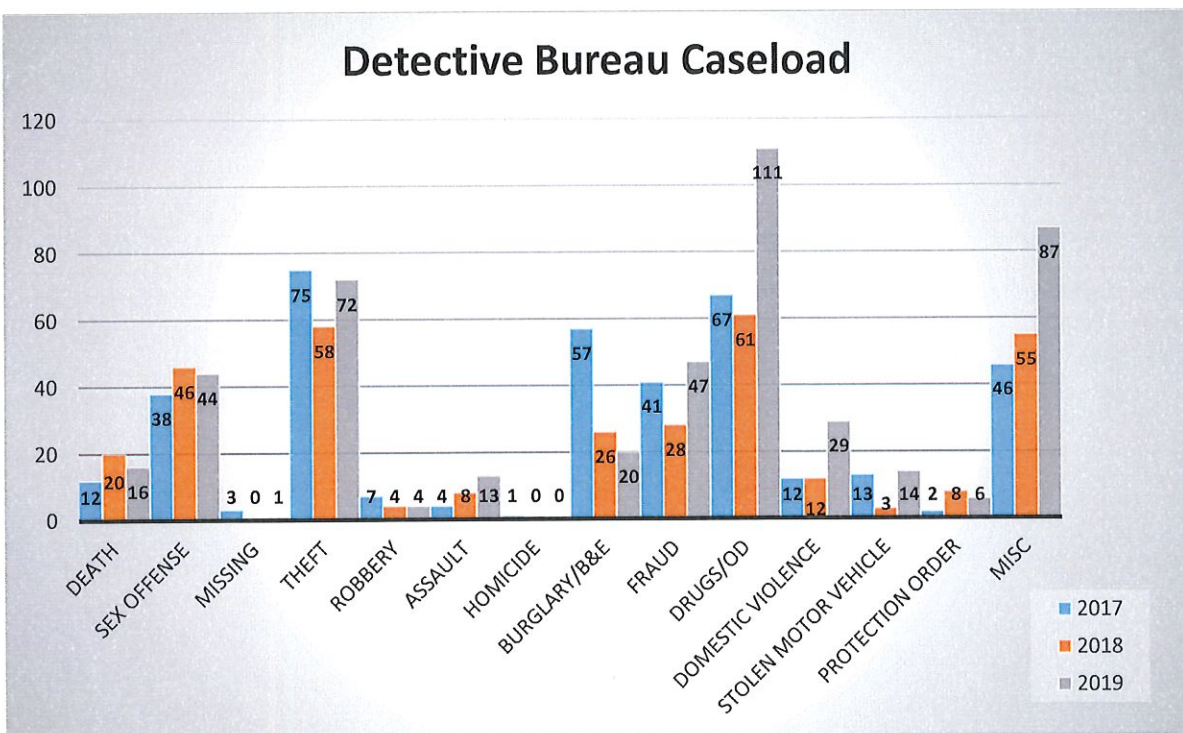


Detectives are assigned to the Child Abduction Response Team (CART) which is a county wide, multi-jurisdictional team. The detectives assigned to this team participated in training and scenarios specific to investigations involving missing or abducted children and at-risk adults.

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New surveillance and investigative equipment was obtained and old equipment is constantly updated to maintain efficiency and effectiveness.

Four hundred and seventeen cases were forwarded to the Detective Bureau in 2019. Cases are triaged prior to assignment, which allows detectives to prioritize solvable cases with actionable leads or evidence over cases with a low probability of being solved. More than 140 cases were presented to the grand jury resulting in over 158 felony charges. More than 20 search warrants were obtained along with many requests for grand jury subpoenas. Detectives also filed 59 juvenile charges. Additionally, in 2016 the Detective Bureau completed 21 background interviews and investigations into candidates seeking employment with the department.

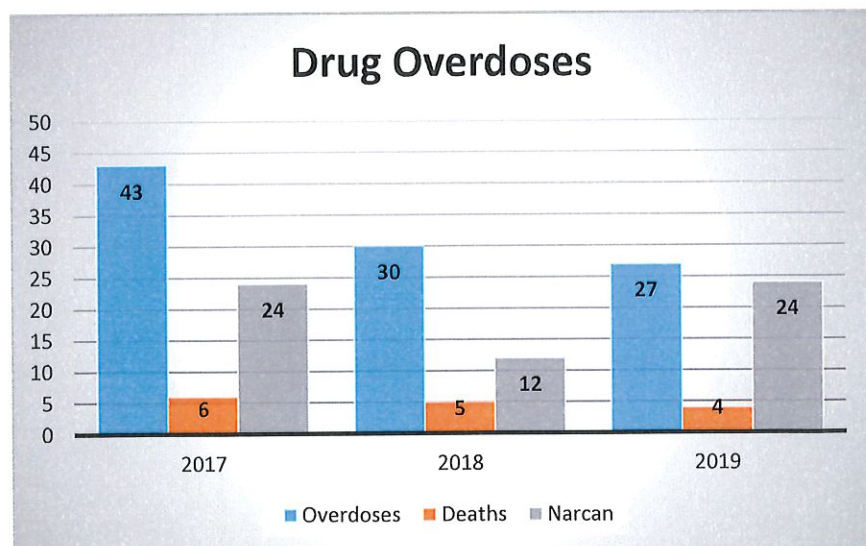


Opioid Information

Overdose investigations declined in 2019, compared to 2018. Medina Police Department investigated 27 reports of an overdose in 2019. Medina officers deployed Naloxone twenty four times to aid lifesaving measures of an overdosing person. Four deaths total occurred due to an opioid related overdose in 2019.

Criminal charges were filed for 8 overdose incidents. Charges filed ranged from an M1 drug abuse instruments charge to an F5 child endangering charge. In many incidents criminal charges were not filed due to a lack of physical evidence or immunity provided by the Good Samaritan Law.

The Good Samaritan Law, in its third year, provides immunity to persons who call 911 to obtain medical treatment for an overdose victim, as well as immunity for the person receiving the medical treatment. Medina officers served 11 immunity letters to persons who had overdosed advising them of their duties in seeking immunity, of those 11 served with an immunity letter, ten resulted in no charges being filed.



Communications

The Medina Police Department Communications provides dispatch and telephone services for Medina Police and the Medina City Fire Department, and also provides contractual dispatch services to the Montville Police Department, Medina Township Police Department and the Cleveland Clinic's Life Support Team. Additionally, the



center is a point of contact for all City services outside regular business hours as the communication center operates 24 hours every day of the year. The communications center is mandated by the Ohio Revised Code (Section 5507.1.05) to have a minimum of two telecommunicators on duty at all times. In 2019 we met the current authorized minimum of ten personnel assigned to the communication center.

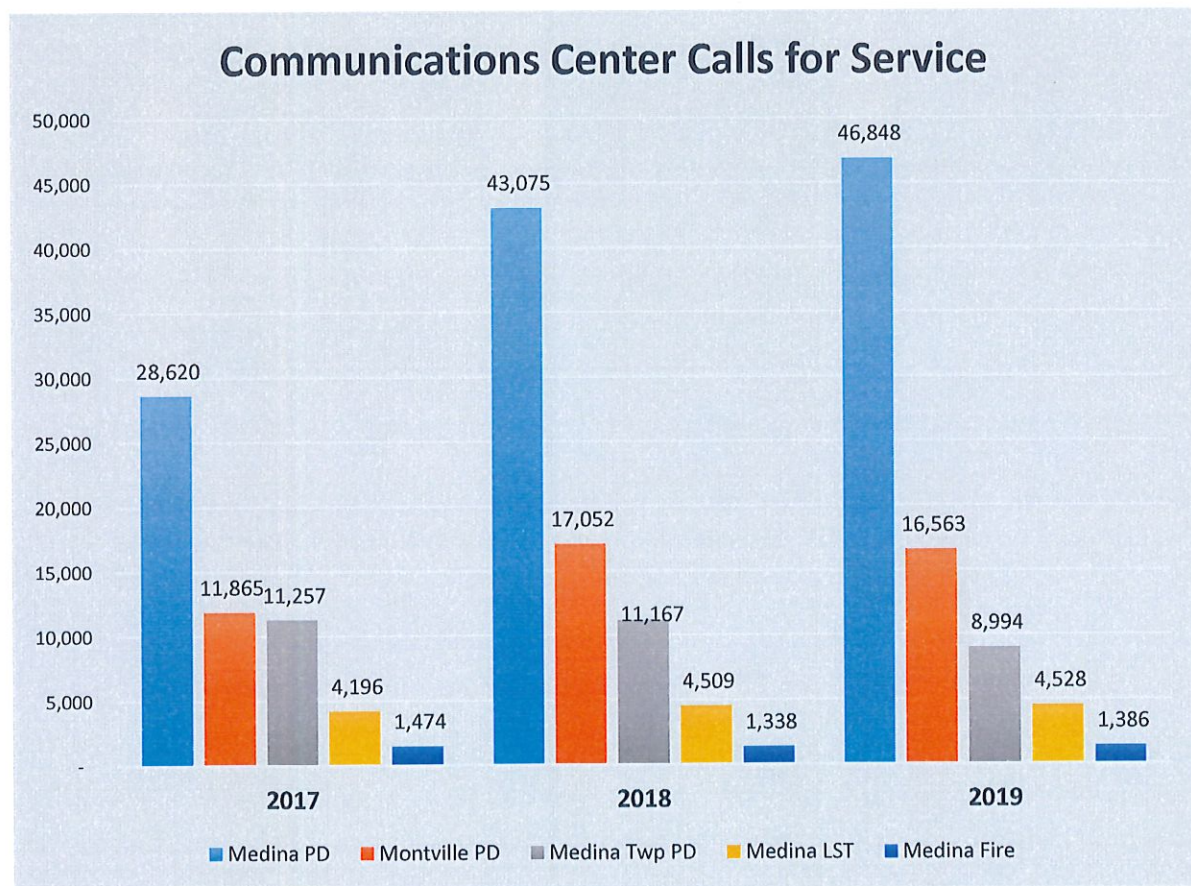
Several major communications projects reached completion in 2019. Initially in 2019 Medina Police Department transitioned to the Harris radio system. This digital P25 trucked radio system allows our first responders more coverage and clearer communications. Many other agencies moved to the system throughout 2019 to include Medina Fire Department, Cleveland Clinic Life Support Team, Medina Township and Montville Township. As we head into 2020, we look forward to the addition of the MARCS (Multi Agency Radio Communications System) radio system to our capabilities, which will further improve county wide interoperability among agencies.

The communications center completed implementation of Zuercher Suite Computer Aided Dispatch (CAD) which replaced the Emergitech CAD system. Emergitech became obsolete and was no longer supported by the vendor. The Zuercher Suite CAD project was taken on in collaboration with the Medina County

Sheriff's Office. This shared system simplifies the flow of information and increases the interoperability between the two agencies. Another benefit to the shared CAD system is redundancy in servers in case of an outage or disaster within either facility.

An internet-based E911 system was installed to be inter-operational with the Zuercher CAD system. This E911 system allows Medina PD compatibility with the other three PSAP's in Medina County, as well as improved call mapping, and redundant operations. This project may include Text to 911 in the future.

At the beginning of 2019 communications center personnel completed training on Zuercher CAD and earned national certification in Emergency Medical Dispatching.



Property / Evidence

Daily maintenance of the Medina Police Department's Property/Evidence Room involves the collection, preservation, storage, security and disposition of evidence and other property. Evidence is maintained only as long as necessary for use in any pending investigation or prosecution. Non-evidentiary property is maintained only until it can be returned to its rightful owner or otherwise be disposed of in accordance with the law.



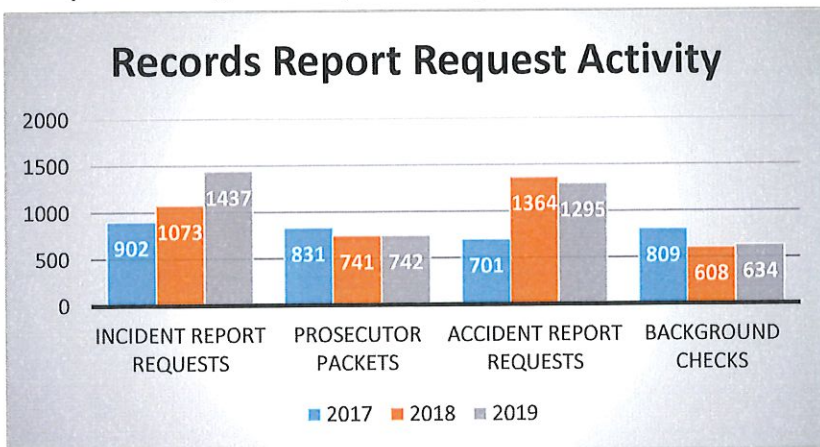
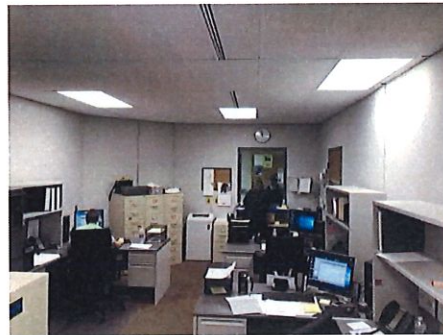
The Property Room is managed by a part-time officer under the command of Lieutenant Dave Birckbichler and supervised by Special Operations Supervisor, Sergeant Brett McNabb. The officer devotes 29 hours a week to the department's continuous flow of property and evidence. Support may be provided by Records department personnel and intermittent volunteers when necessary and sustainable.

Property Room Activity 2019

	<u>Property Received</u>	<u>Narcotics</u>	<u>BCI Lab Submissions</u>	<u>Items Destroyed</u>	<u>Items Forfeited</u>	<u>Items Auctioned</u>
<u>2019</u>	1217	497	219	949	955	49
<u>2018</u>	1176	467	216	1348	1368	94
<u>2017</u>	1225	441	256	362	777	61

Records Division

The Records Division is comprised of one full-time and three part-time employees, under the command of Lieutenant Dave Birckbichler. The constant flow of information, data and material coming and going from this centralized area necessitates personnel of the Records Division to maintain a well-rounded knowledge of the City of Medina, Lafayette Township and surrounding communities served, as well as law enforcement procedures and reference information for the public. Records personnel support all divisions within the police department, most city and county judicial agencies, as well as the public with public record inquiries and call taking. Records personnel prepare paperwork, process and store all forms of citations, camera video and all electronic recordings including 911 calls and prepare the information for dissemination when necessary. This division handles state mandated reporting for accidents, towed vehicle tracking, domestic violence and finger printing. At the records window the public may obtain solicitor registration licenses, bicycle licenses, and inquire about public records. Furthermore, annual records destruction preparation, city budget preparation, and purchasing for the police department is also carried out from the Records



Division.

In addition to their day to day duties the records personnel played an integral part in transitioning from one records management system to

another in 2019. The Records Division remains a central hub and a valuable asset to the Medina Police Department.

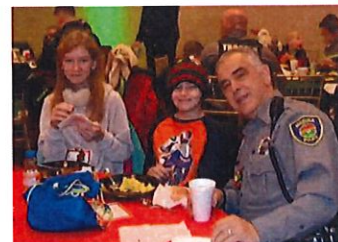
Police Specials Unit

The Medina Police Department “Specials Unit” was established in April of 1958. At that time, nine members of the community formed the volunteer unit to assist and augment the Medina Police Department. Over the years, the unit has grown and evolved, but one aspect remains the same; the members of the unit continue to donate thousands of volunteer hours to the community and the police department.



In 2019, the Special's Unit grew to 24 members with the addition of six new volunteers and the resignation of two. The division is comprised of 12 certified members and 12 non-certified. The twelve certified members are OPOTA state certified police officers who are held to the same standards for training as a full-time officer. Non-certified members are not required to complete the training, but many choose to do so. All members are regularly trained to handle medical

emergencies. Collectively, in 2019 members volunteered nearly 5,000 hours to the community and to MPD. Hours are accumulated by attending monthly meetings, fulfilling training requirements, riding with officers, working paid details and most importantly, working volunteer details. The Specials Unit provided security and traffic control at most nearly all community and school events during 2019. Many of these events could not be held without the presence of Specials Unit volunteers. You may have seen members at the events listed on the next page.



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Medina Half Marathon

Step Up to Suicide Community Unity Walk

Memorial Day Parade and Summer Band Concerts at Uptown Park

Twin Sizzler 5K, 10K, and bike race

July 4th Parade and Fireworks

Art in the Park

International Festival

Medina High School Homecoming Parade

Race with Grace

Paws for the Cause 5K

Tunnels to Tower 5K

Trick or Treat

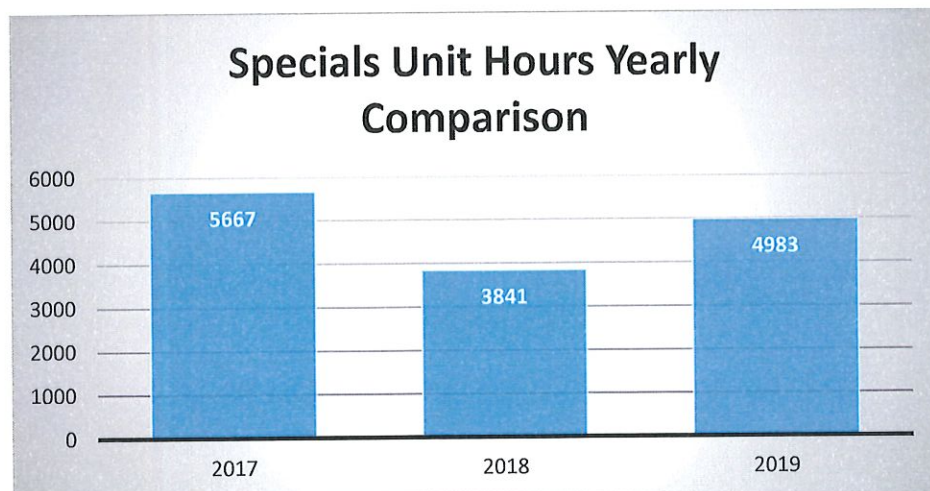
Candlelight Walk

Shop with Cops

Parade of Lights

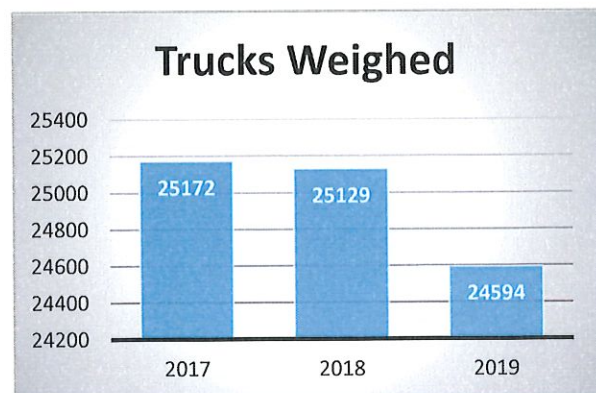
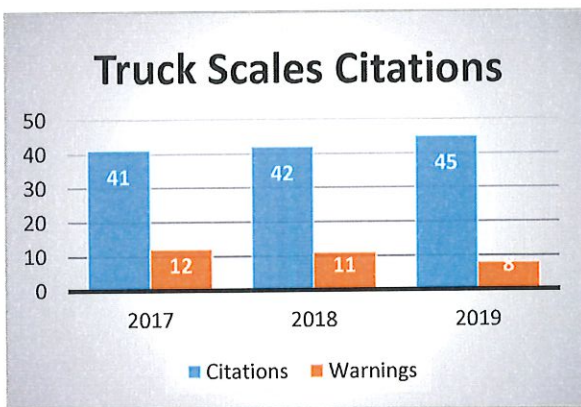


The members of the Special's Unit will continue their long dedicated history of serving the community in 2020.



Commercial Truck Scales

The Medina Police Department Truck Scale continues to strive to decrease heavy truck traffic in and around Public Square and promote driver safety. By limiting both the amount of damage done to the roads and disturbing noise around Public Square citizens of Medina and visitors to the our city can better enjoy the shopping, dining and sight seeing of our town. The truck scale is open 29 hours a week. The decrease in truck traffic through Public Square is remarkable when the scale is open.



Medina County SWAT

At the close of 2019, the Medina County SWAT team comprised of twenty law enforcement officers from seven different law enforcement agencies in Medina County, as well as medics assigned by the Cleveland Clinic Life Support Team. Medina Police Department provides three officers to the dedication of the team to go above and beyond their regular departmental duties.



The Medina County SWAT Team works under a memorandum of understanding agreed upon and signed by all participating agencies.

SWAT was called out on 6 incidents in 2019 -

March 5, 2019 – The SWAT team was called to the City of Wadsworth. A 25 year old intoxicated male was threatening suicide. The situation was resolved and the male was taken into custody.

April 21, 2019 – called to the Village of Spencer for a male threatening suicide and threatening officers. Prior to SWAT Team arrival the suspect surrendered to police.

May 2, 2019 – requested for a warrant service in the Village of Lodi. The team called the subject out of his residence and he was arrested without incidence on his active warrant.

May 19, 2019 – called to a Montville Township home regarding a male who had shot his girlfriend in the head. Once on site the team determined there in fact was a female with a gunshot wound to the head in the garage. The female was extracted from the garage and taken to the hospital. The team then located a ladder on a neighbor's van to remove two children from an upstairs bedroom

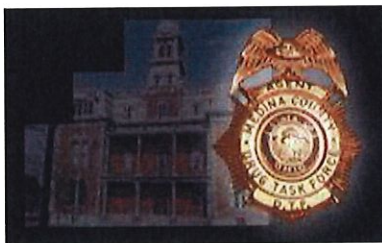
window. A robot was used inside the residence to locate the male, deceased in the basement from an apparent self inflicted gunshot wound.

September 16, 2019 – called to the Village of Gloria Glens for a male caller advising he shot his mother in the head and has his brother tied up in a closet. The SWAT Team arrived on scene and made contact with the residents inside the house. It was determined that this was a swatting call, there was no issue at the residence.

December 28, 2019 – called the City of Wadsworth for a male making threats of suicide and suicide by cop. Wadsworth Police advised that the subject had weapons and was home alone, possibly on drugs. Prior to the SWAT team arrival, the subject surrendered to police.



Medina County Drug Task Force



The Medina County Drug task Force (MCDTF) was established in 1987 as a multi-jurisdictional drug enforcement unit dedicated primarily to narcotics enforcement. The Medina Police Department assigned Detective Matt Fitz to serve as a liaison to the MCDTF for incidents occurring within the City of Medina. In 2019, agents from the Medina County Drug Task Force, conducted 64 criminal investigations in the city of Medina.

Criminal Investigation Initiated 2017-2019

To include the City of Medina, and Lafayette Township

2017	2018	2019
89	74	64

MEDINA POLICE DEPARTMENT

Integrity ★ *Service* ★ *Community*

2019 Annual Report

The pharmaceutical drug collection boxes located at the City of Medina, Medina Township and Montville police departments continue to collect hundreds of pounds of unwanted medications. Since the inception of the program in 2011 over 18 tons of medications have been collected throughout Medina County and disposed of safely. In 2019, the collection box located at the Medina Police Department yielded 492.5 pounds of unused medications

Medina County Drug Task Force Report submitted by MCDTF Director Darren Stout

PARKS & RECREATION DEPARTMENT 2019 YEAR END REPORT

The Parks and Recreation Department is comprised of three divisions including parks maintenance, forestry, and cemetery. These departments were combined in 2014 in an effort to utilize resources, skillsets, equipment, and labor. The merger has increased operational efficiencies resulting in better service to the public, quicker turn around on projects, and the ability to keep up with preventative maintenance.

PARKS MAINTENANCE:

Medina City Parks encompasses over 775 acres of dedicated parkland within the City of Medina. Of that, approximately 182 acres are maintained for public enjoyment. Notable amenities include: 11 pavilions, 11 soccer fields, 14 baseball fields, 1 football field, 2 disc golf courses, 16 miles of mountain bike trails, over 5 miles of paved multipurpose and nature trails, 2 splash pads, an outdoor pool, 7 sports associations, and many organized events throughout the year.

Expense Topics of Note

- Removed and reconstructed two dugouts at Reagan Park field #6 for \$7,680.
- Replaced player benches and bleachers at Reagan Park and Ray Mellert Park baseball fields for \$11,565.
- Installed new concrete around dugouts and bleachers at Reagan Park field #5 and #6 for \$12,000.
- Removed and reconstructed the pavilion, removed and replaced the concrete, and installed a new grill at Jaycee Park. Project total was approximately \$19,195.
- Milled and paved the second phase of the driveway at Fred Greenwood Park in the amount of \$41,293.
- A \$7,694 grant was received from the Medina Evening Rotary club for a new sign and security camera at the 9/11 Memorial.
- Installed landscape lighting at the Bicentennial commons utilizing grant funding through the Ohio Facilities Construction Commission, Cultural Facilities Project. Total project cost was \$7,770.
- One footbridge was replaced and all the bridges along Champion Creek Multipurpose Trail were cleaned, prepped, and stained. Department staff spent 6 weeks and approximately \$6,380.
- The department purchased the following vehicles and equipment in 2019; One 2019 f250 truck, one UTV ball diamond groomer, one zero turn mower, one push mower, one four-wheeler, and one replacement dump body. Total vehicle/equipment purchase was approximately \$92,828.
- Designed and replaced the handrails on the Gazebo at the Uptown Park for \$24,580
- Purchased replacement parts and made upgrades at Fred Greenwood Park and Ray Mellert Park Splash Pads for \$10,560.

2019 Highlights

- Performed annual maintenance and repairs to the Gazebo including painting, washing, concrete sealing, and wood replacement.
- Planted and maintained wildflower beds as part of the National Wildlife Federation Mayor's Monarch Pledge.
- Maintained mountain bike trails, organized volunteer workdays, and managed closures and updates on social media.

Parks Maintenance (continued)

- Completed the annual turf renovation at the Uptown Park and various athletic fields
- Maintained 71 flower urns and various planters in the downtown.
- Replaced park entrance signs at Huffman Cunningham Park and Roscoe Ewing Park
- Improved drainage near playground at Jaycee Park
- Rebuilt retaining wall at Reagan #6 baseball field
- Implemented new maintenance plans and continued regular departmental safety meetings
- Collected trend data as part of our deer management plan
- 4,194 participants were registered with sports associations for various sports
- 149 pavilion rentals were scheduled and reserved in 2019.
- 63 events were scheduled at the Uptown Park
- 24 special events were held throughout various parks
- 10 Service Projects were completed during the year.

2020 Plans to note

- Replace park entry signs at Reagan Park, Jaycee Park, and Sam Masi Park
- Wash and stain pavilion at Memorial Park
- Purchase new landscape trailer for park maintenance
- Purchase new Ventrac compact tractor
- Purchase new service truck
- Replace fence capping at Reagan Park baseball fields
- Upgrade splash pad controller and install sediment trap at Fred Greenwood Park
- Design, bid, and award a contract to extend the multipurpose trail on E. Reagan Parkway to N. Court Street. Utilizing the Ohio Department of Natural Resources, Clean Ohio Trail Fund Grant.
- Replace concrete by concession stand at Fred Greenwood Park
- Replace concrete around Romtec Restroom at Roscoe Ewing Park
- Apply for grants and purchase a CXT vault restroom for Sam Masi Park
- Paint the upper portion of the Gazebo in the Uptown Park
- Continue annual tree planting program for parks

FORESTRY:

The City of Medina has over 13,500 street trees in the right-of-way. These trees are maintained by the city on a five year cyclic pruning cycle. The departments' responsibilities include: planting, watering, fertilization, treatment, pruning, removing, and stump grinding. For the past 37 years the City of Medina has been designated a Tree City USA by the Arborday Foundation program in cooperation with the US Forest Service, United States Department of Agriculture, and the National Association of State Foresters.

Expense Topics to Note

- Approximately \$29,034.00 was spent purchasing replacement trees in 2019. These trees were planted in house by department staff.

Forestry (Continued)

2019 Highlights

- Pruned 1,250 street trees
- Removed 66 street trees that were dead, diseased, dying, or had extensive storm damage
- Planted 176 trees as street tree replacements, improvements at city parks, public properties, and Spring Grove Cemetery
- Watered approximately 300 trees between June and September
- Continued pruning section 4 of the cyclic pruning cycle and started on section 5
- Fertilized approximately 250 newly planted street trees.

Accomplishments and Awards

- Employees attended classes put on by the Ohio Department of Natural Resources Division of Forestry and the Ohio Bureau of Workers Compensation.
- Obtained the necessary continuing education units to retain certifications by attending industry trade shows and classes
- Over 784 volunteer/community service hours were worked within the department
- Fulfilled the requirements to receive the 37th Tree City USA Award the National Arborday Foundation

2020 Plans to note

- Complete section 5 of the 5 year cyclic pruning cycle and move on to section 1
- Remove and replace dead, diseased, or dying trees
- Work with Medina City Schools and Medina Kiwanis Club in conducting an annual Arborday Program
- Meet the standards for re-certification as a Tree City USA
- Begin training for line clearance certification
- Convert Part-time Tree Care Technician to Full-time.

CEMETERY:

The cemetery encompasses over 35 acres at two locations, the Old Town Cemetery and Spring Grove Cemetery. Spring Grove Cemetery is listed on the National Registry of Historical Places. The cemeteries include a mausoleum, chapel, reflecting pond, columbarium wall, soldiers monument, over 6,500 monuments, and over 10,000 internments. The cemetery division works collaboratively with the Friends of the Cemetery towards the perpetuation and conservation of Medina's Cemeteries. Since 1999 the Friends of the Cemetery has graciously donated and supported over 1.5 million dollars in projects at Spring Grove.

Expense Topics to Note

- Purchased a new pin locator
- Purchased a new snow blower
- Installed new catch basins in sections 2, 3, 4, 17, and raised one catch basin in section 16
- Started construction on the new columbarium wall. Project cost is approximately \$72,000
- Resurfaced the driveway between section 18 and section 19

Cemetery (continued)

- Purchased a new 550 dump truck for \$71,888

2019 Highlights

- Worked with the Friends of the Cemetery to plant 16 trees and prune 20 at Spring Grove.
- Worked with the Friends of the Cemetery on a master drainage plan at Spring Grove.
- Straightened 20 small monuments at Spring Grove.
- The staff was responsible for selling 78 burial plots and reverting 3 lots back to the City
- The staff performed 16 cremation burials, 36 full internment burials, and 1 baby burial
- A total of 50 monument footers were poured. Of those, 19 were flush stones and 31 were upright monuments
- Removed 5 trees in Spring Grove Cemetery
- Repaired and painted the walls in the chapel
- Added new gravel around the lake and behind the shop building

2020 Plans

- Complete and open columbarium wall for cremains
- Replace mailboxes at Spring Grove
- Work with The Friends of The Cemetery to complete drainage improvements #8, #9 identified on the Spring Grove Storm Sewer and Drainage Analysis
- Update the computer program for cemetery records
- Complete maintenance items identified in the master plan

Sanitation Department Year End Report

2019

During the year 2019, the City of Medina Sanitation Department transported and disposed of waste at multiple locations in Medina and Wayne Counties. The locations used were The Medina County Solid Waste District Central Processing Facility in Seville, The City of Wooster Waste Water Treatment Plant and Digester in Wooster, and The Medina County Liverpool Waste Water Treatment Plant and Digester in Liverpool Township.

The Sanitation Department paid \$1,182,136.49 to the Medina County Central Processing Facility to dispose of 27,103.51 tons of waste from 3510 loads. In April of 2019, the tipping fee to dispose of garbage increased from \$42.00 to \$44.50 per ton.

In 2019, The Sanitation Department continued their curbside yard waste recycling program. From the middle of May through the end of November, the department collected residential yard waste on a separate route. The yard waste then was transported to the Medina County Central Processing Facility for composting. The Sanitation department employees are responsible for the diversion of 275.24 tons of yard waste from going into the landfill, a 22 percent increase from 2018.

With growing interest in landfill diversion, Industrial customers are investing more time and effort into organics recycling. In 2019, The Sanitation Department transported and disposed of 139.26 Tons of organic waste to anaerobic digesters in Liverpool Twp. and the City of Wooster.

Another addition to recycling in the City was the reimplementation of the commercial cardboard collection route. Since May, the City collected 114.5 tons of cardboard that was transported to the Medina County Central Processing Facility.

The Sanitation Office registered 13 private haulers for the 2019-2020 year in accordance with the city Ordinance allowing them to haul trash within the City limits of Medina.

During the 2019 year, The Sanitation Department delivered 67 Roll-Off containers to residential and commercial accounts within and outside of the City of Medina for temporary use.

As of December 2019, the City maintains 25 permanent business roll-off containers with pickups being on a scheduled basis for most of the businesses.

In September of 2019, The Sanitation Department purchased a new, 2020 Freightliner SD114 chassis with a Heil- Rear Load body for residential rubbish collection. The purchase price was \$211,584.34 from Bell Equipment Company of Gahanna, Ohio through the Sourcewell cooperative purchasing contract.

The Sanitation Department provides 7,570 residents and 794 commercial units with weekly curbside pickup. (Commercial units also include condo complexes within the City and Brookdale Mobile Homes.)

There are 395 businesses within the city and 4 businesses outside the city that use the Medina Sanitation Department for the weekly pickup of their dumpster (not roll-off).

2019 Street Department Year-End Report

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

- Snow and Ice Control
- Leaf pick-up
- Street Cleaning
- Street Maintenance and Repair
- Asphalt patch repair
- Sign Maintenance
- Traffic signal maintenance and repair
- Line striping
- Storm sewer maintenance and repair

Some of the expense of these includes:

Snow and Ice Control:

Commencing January 01 2019, Street Department received numerous call outs for overtime to address snow, ice, flooding, etc. We did meet our contractual obligation for the purchase of 90% of the estimated salt use for the winter season of 2018/2019.

Leaf Pick Up:

The 2019 leaf program began on 10/15/2019 and finished up on 12/13/2019. After completing five rounds of the city, we picked up and hauled away an estimated 950 ton of leaves.

Street Cleaning:

Our sweepers made multiple trips around the city in 2019, plus numerous sweeps for cleanup of spills, cleanup of the square for parades and events, etc. While generating a total of 167.57 ton of street debris.

Street Maintenance and Repair:

Street Department crews made multiple street and sidewalk repairs city wide. Back fill seed and straw was completed for street and storm sewer repairs, along with tree lawn repair.

Asphalt Patch Repair:

We placed 106.94 tons of cold patch for temporary repair of potholes and water main breaks. This quantity has been greatly reduced with the surfacing and road reconstruction projects thru out the city.

Sign Maintenance:

We have removed and replaced 108 street name signs and posts, which completes the STREET name sign City wide up grade. Installed and/or replaced 176 Informational and Enforcement Signs, while adding 30 Bike Route signs to the inventory. Street department will continue to make and install traffic signs with the aid of the sign machine.

Traffic Signal Maintenance and Repair:

We made minor repairs to our traffic lights and pedestrian crosswalks. We contracted with an outside contractor to maintain and repair our traffic signals. We also contracted our annual traffic monitor and pedestrian system testing.

Line Striping:

We contracted with an outside contractor to perform long line stripping and pavement markings. Street department crews performed these duties with in school zones and R & R crossings.

STORM SEWER REPAIR:

In addition to the basins repaired under Street Repair, we also used our equipment to open many ditches and clear headwalls for proper drain of storm water. We also contracted with an outside contractor to grout and seal some of our storm mains, to help eliminate some of the issues with sink holes. Street crews have been utilizing the sewer jet truck and sweepers for storm main and catch basin cleanout. Resulting in the removal of 152.24 tons of debris from the storm sewers. There are about approximately 1,400 inlet catch basins and 689 man holes that are checked and cleaned of leaves and debris. We have generated a list of inlet catch basins to be repaired commencing in early 2019.

City of Medina

Vehicle Maintenance 2019

The City of Medina owns and operates a wide variety of vehicles and equipment used in the city service departments. Vehicle Maintenance is performed at the City Garage by the city's own Vehicle Maintenance Department.

Vehicle Maintenance charges the departments a flat hourly rate of \$70.00. Included in the hourly rate are many of the supplies and materials used in routine maintenance procedures. Vehicle Maintenance also performs welding and fabricating.

Among the over 80 licensed vehicles the City owns and operates, the majority of the preventive maintenance and repairs are performed at the City Garage.

Vehicle Maintenance also sends a mechanic to the OAEVT (Ohio Association of Emergency Vehicle Technicians) once a year to keep updated on the City's Fire Department trucks and fire equipment apparatus.

Vehicles serviced and repaired at the City Garage are as follows:

- 11 Fire trucks, 8 support vehicles and numerous pieces of firefighting apparatus. Including the newly acquired equipment from Medina Township.
- 20 Explorer Police Interceptors and 7 Detective automobiles
- 7 Rear load trash trucks
- 4 Front load container trucks
- 3 Roll off container haulers
- 1 Container carrier/transport truck
- 9 Dump trucks plow/salt
- 6 Small dump trucks/plow
- 4 Backhoes
- 2 Tandem Axle dump trucks
- 3 Leaf vacuum trucks
- 2 Street sweepers
- 1 Sewer jet truck
- 2 Aerial bucket trucks
- Loader, Skid Steer and Mini Excavator
- All pickup trucks, SUV's and other utility vehicles
- Woodsman tree chipper/ Rayco Stump Grinder
- Numerous mowers and landscape equipment and many other pieces of support equipment that departments use in City services.

City of Medina

Vehicle Maintenance 2019

Vehicles are scheduled for service by tracking hours, miles or the frequency in which it is used. Some newer vehicles have an Oil Life Monitoring Function which helps further assist in the preventive maintenance scheduling. This information is gathered from inspection and various other maintenance request forms submitted by the drivers. The current service schedule used by the Vehicle Maintenance department is as follows:

Cars and Light Trucks	300 Hrs. or 4000 Mi.
Police Vehicles	4000 Miles or Oil Life Monitor
Medium Duty Trucks	300 Hrs. or 4000 Mi.
Heavy Trucks	300 Hrs.
Heavy Equipment	250 Hrs.
Mowers and Small Equip.	100 Hrs. or as required

Service notification stickers are used to remind drivers of when service is needed to further assist in scheduling preventive maintenance, showing hours and mileage for next service due.

With the continued rising cost of new equipment it is essential to perform preventive maintenance on the equipment to further the longevity of its useful service life.

To further the ability of the department, Vehicle Maintenance has updated its diagnostic tools to assist in troubleshooting and repairing the more complex electrical problems which occur with the newer computer controlled electrical, fuel and emissions systems used in vehicles and equipment.

As always, it is the Vehicle Maintenance department's goal to provide the City departments with the necessary services to keep their vehicles and equipment in safe operating condition in a timely and cost effective manner.

Year 2019
Water Department

1. Service Disconnections due to non-pay:

Jan	9	(+ 0 non-sufficient funds)
Feb	18	(+ 0 ")
Mar	12	(+ 0 ")
Apr	9	(+ 0 ")
May	22	(+ 0 ")
June	18	(+ 0 ")
July	25	(+ 0 ")
Aug	21	(+ 2 ")
Sept	28	(+ 0 ")
Oct	20	(+ 0 ")
Nov	18	(+ 0 ")
Dec	22	(+ 1 ")
TOTAL	222	3

2. Water Meter Changes (includes complete meter changes + radio read meter repairs)

Residential / Commercial

Jan	10/1	July	12/4
Feb	36/4	Aug	26/0
Mar	51/0	Sept	12/1
Apr	15/4	Oct	25/31
May	19/24	Nov	27/5
June	16/1	Dec	14/1

TOTAL: 263 residential / 76 commercial

3. Water Permits:

10 Water Service permits issued in 2019
(3 Commercial taps)

4. Backflow Prevention Testing

Total: 1,127 Testable Containment
Backflow Prevention Devices in system
1,055 Total # tested in calendar year 2019
Performed 129 on site surveys.
Did testing on 32 City own backflow devices.

5. Microbiological Contaminants

Routine:	443
Special:	<u>12</u>
TOTAL	455

6. TTHM and HAA5 – Disinfection By-Products

4 each per quarter at 4 locations

TOTAL 32

7. UCMR 4 (Fourth Unregulated Contaminant Monitoring Rule)

Assessment Monitoring 1 (metals) 8 samples, Assessment Monitoring 2 (DBP) 8 samples

TOTAL 16

8. LEAD AND COPPER SAMPLING

TOTAL 30

9. Yearly Pumpage @ Spieth Road Station

1009.922 Million Gallons

10. Hydrants

Total Flushed: 1,385 of 1682

Repaired: 22

Replaced: 1

Removed: 1

Inactive: 1 (waiting for parts)

Painted: 102

Flow Tests: 5

11. Water Breaks Total: 36

S State 234	Jan-19	C.I.	6	concrete street
Cardinal 316	Jan-19	C.I.	6	treelawn
Lawrence 750	Jan-19	C.I.	6	concrete street
Smokerise @ Brookledge	Jan-19	C.I.	8	concrete street
Circle 107	Jan-19	C.I.	6	treelawn
Bishop 335 N Court	Jan-19	C.I.	6	concrete street
N East @ E Friendship	Jan-19	C.I.	4	concrete street
Hillview @ Medwick rear ent.	Jan-19	D.I.	8" valve bonnet bolts	treelawn
Lafayette @ S Huntington	Feb-19	C.I.	replace 6" valve	asphalt street
S Broadway @ RR Tracks	Mar-19	C.I.	Replaced 4" leaded T with 90	asphalt street
N Jefferson 460	Apr-19	D.I.	oring & bolts 4" service V	treelawn
Spruce 725	May-19	C.I.	6"	concrete street
Lawrence 750	May-19	C.I.	6"	concrete street
Valley 301	May-19	C.I.	8"	treelawn
Smokerise 922	May-19	D.I.	8"	treelawn
W Liberty 335	Jun-19	C.I.	6"	asphalt street
W Liberty 329	Jun-19	C.I.	6"	asphalt street
S Vine 113	Jun-19	C.I.	8"	concrete apron/sidewalk
S Huntington @ Lafayette	Jun-19	C.I.	6"	concrete street
S Court & Lafayette	Jul-19	DI	12	asphalt street
N East 131	Jul-19	C.I.	4	concrete apron/parking lot
Weymouth @ Huffman	Jul-19	D.I.	8	grass
S Broadway 609	Aug-19	C.I.	4	concrete street
Andrews 860	Aug-19	C.I.	8	treelawn
Dogwood 855	Aug-19	C.I.	8	concrete street
Concord 1102	Aug-19	D.I.	8	concrete street
Branch 989	Aug-19	D.I.	12	ditch/grass

N Jefferson 216	Sep-19	C.I.	4	concrete street
W Homestead 246	Oct-19	C.I.	4 tighten bolts on old clamp	treelawn
Longview 350	Oct-19	C.I.	6	treelawn
Northland 336	Oct-19	D.I.	8	treelawn
W Smith 310	Nov-19	C.I.	8	concrete street
LaSalle 6	Dec-19	C.I.	8	concrete street
N Broadway 620 on Howard	Dec-19	C.I.	2	treelawn
Cedar 631	Dec-19	C.I.	6	concrete street
Forest Meadows @ Miller	Dec-19	C.I.	16	concrete street

12. BOIL ORDERS: Issued for water breaks/water line projects necessitating testing
0 for 2019 Calendar Year

13. UTILITY LOCATES: Underground water line locate service/remarking requests

Total: 7,476

Jan 268	July 790
Feb 246	Aug 980
Mar 494	Sept 752
Apr 560	Oct 656
May 702	Nov 570
June 938	Dec 520

14. WORK ORDERS (Finals/Restores) Totals: 727/59
(Finals: changes in billing service/ Restores: instituting billing service)

Jan 60/3	July 98/8
Feb 37/4	Aug 59/4
Mar 42/5	Sept 72/4
Apr 69/9	Oct 63/2
May 57/7	Nov 64/2
June 66/10	Dec 40/1

15. Curb box, Curb stops, service line repairs/replacements:

Repair/replace curb boxes:	41
Replace curb stops:	4
Replace lead services:	2

16. VALVE AND VALVE BOX REPAIRS

Valve repairs:	3
Valve replaced:	1
Valve box repairs:	48
Valves exercised:	341

17. Landscaping from water breaks: 37

18. BUILDING, EQUIPMENT, and SYSTEM MAINTENANCE

Mowing at Water plant, Pump Stations, Tanks, and W. Reagan sound mounds.

Worked with contractor to abandon and seal Wells 1, 1a, 2, 3, and a test well at the old Water Plant site.

Converted outside lighting at the 3 pump stations, S Court Tank, and Progress Tank to LED.

Converted lighting on the ground level inside Progress Drive Tank to LED.

Worked with Data-Command to upgrade telemetry at all 3 pump stations and 3 tanks to cellular

Replaced heater in Chlorine Room at SRBPS

Replaced and rebuilt chlorine feed lines and regulators at SRBPS

Continued scrapping of no longer used piping and wiring at Water Plant

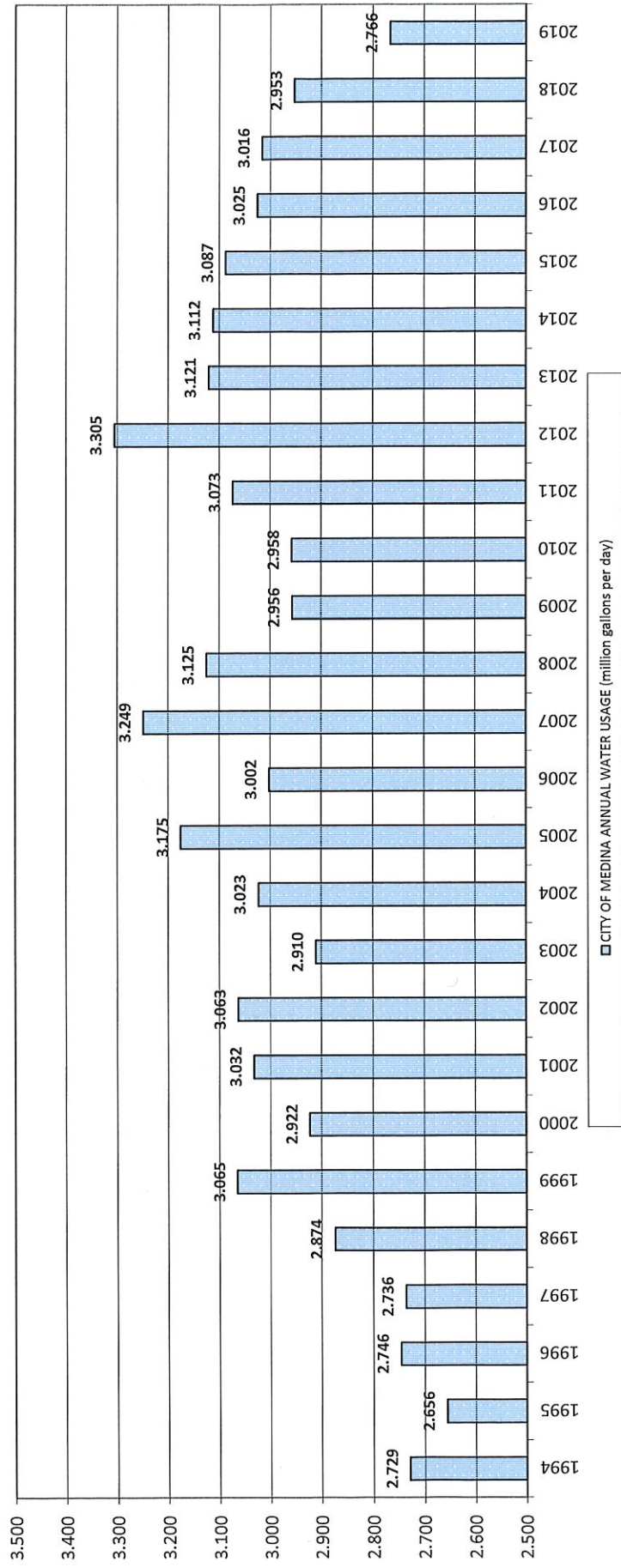
Continued updating Valve Box Books from edited scans of water projects

Began work on Asset Management plan as required by new EPA regulations

Worked with contractor to replace fill pipe of South Court Tank.

Tied in 6" main on S Huntington to the 8" main on S Huntington just south of W Smith to improve flow for fire protection at the new Habitat facility in the old Hawkin's Market building

Summary of Average Daily Water Usage
(million gallons per day)



Total Water Breaks Per Year
(through 2019)

