



Dennis Hanwell, Mayor

February 26, 2021

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City Council, Public and Media:

Although 2020 was like no other year in my lifetime, and everything seemed to revolve around the pandemic, it is with great pride that I share with you the 2020 Yearend Report for the City of Medina. You will find detailed reports from each department; however, I would like to share some of the highlights that will demonstrate how the city employees continued to do their jobs amidst difficult conditions. Department heads and I would be happy to answer any specific questions that may arise after your review. Thank you to City Council for providing the additional support and flexibility as we worked through some very difficult challenges.

#### **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 from all three departments assist customers in one visit. It is also more customer-friendly, so there is one place to stop to have questions addressed from all three departments.

#### **Building Department**

The Building Department has continued to see a steady increase of permits for the past four years. The total number of permits in 2020 increased by 149. Although Commercial Permits dropped off in 2020, there was a significant rise in the area of Residential Permits. Medina saw 33 new homes built in 2020. This exceeds the number of new homes built in the past four years combined. Inspections also increased by 637. Through additional certifications, the Building Department is now able to complete commercial plan reviews in-house instead of contracting with an engineer or architect. This saves plan review costs and further expedites the turnaround time for commercial construction.

#### **Economic Development Department**

Despite the pandemic, the grand total of business investment in 2020 was \$33,127,081. This included 34 new businesses, 20 business expansions, and 27 business renovations. It equated to 719 jobs retained and 365 new jobs created. As many of our businesses were forced to close because of COVID-19, we worked with Medina County to review and award 88 city businesses with CARES Act Small Business Grants totaling \$1,035,325. Thanks to City Council, we were able to assist 31 businesses with CARES Act grants for an additional \$174,450. City Council also stepped up to purchase face masks for distribution to the city businesses. The Economic Development Department distributed nearly 10,000 face masks to local businesses to use for

Preserving the Past. Forging the Future.®

customers. Staying connected has become more important, so the City Newsletter subscribers now total more than 1,700.

### **Planning and Zoning Department**

Planning and Zoning Boards and Commissions cases were in line with 2019 for a total of 53 cases. In addition, 163 fence permits and 53 sign permits were processed. Zoning Enforcement for 2020 included inspections for 54 signs, 162 fences, and 189 property maintenance compliances. The Ohio Regional Development Corporation applied for a Community Housing Impact and Preservation Grant (CHIP) on behalf of Medina and Brunswick and a grant of \$700,000 was received. Medina will administer the grant for both cities through April 30, 2023. Due to the pandemic, the previous CHIP grant was extended through December 31, 2021.

### **Engineering Department**

Our Engineering Department is responsible for improvements to our water system, streets, and storm water management. In 2020, construction projects totaled \$6,551,470, which were paid for with grant dollars of \$2,347,743 as compared to local dollars of \$4,203,727. 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 2021 and 2022 projects amount to over \$10,171,236 million in future projects. In 2020, the city was able to complete the parking deck south of city hall.

### **Fire Department**

The city continues to provide fire, rescue, and medical first responder services to Medina City, Medina Township, and Montville Township out of six stations with eleven primary pieces of fire apparatus. The Fire Department incident calls totaled 235 for Montville Township, 296 for Medina Township and 653 for Medina City. We saw the retirement of Fire Chief Robert Painter at the end of the year, so there will be new leadership taking over. Staffing and training will be the major concerns facing the new leadership team in 2021. At the conclusion of 2020, the staff totaled forty-two part-time firefighters and officers and three fulltime staff now serving a population of approximately 47,200 residents. Although curtailed during 2020 because of the pandemic, the Fire Department continues to prioritize public education activities and 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 shows that 2,383 cases were handled in 2020 by the aforementioned staff and keeps them quite busy.



### **Medina Community Recreation Center**

The Medina Community Recreation Center was having a great first quarter in 2020, and then COVID-19 struck, forcing the MCRC to be shut down from March 17 to June 1. During this closure, all part-time staff were laid off and the six remaining fulltime staff members stayed on to monitor the pools, start capital renovation projects, refurbish equipment, and deep clean systems. When reopening could occur on a limited basis, many precautions and adjustments had to be made. Recovery has been slow as the public remains cautious to return. As a result, revenues were greatly impacted. Spending was curtailed and staffing is limited, which has resulted in a shortfall of less than \$100,000. The MCRC Director retired in November of 2020. The city created a Superintendent position that was filled by a current staff member. The Parks Director was named the Interim Director to oversee the MCRC versus filling that position. 2021 will be a year of recovery and rebuilding.

### **Medina TV**

Medina TV is a collaborative partnership between the city and Medina City Schools that celebrated 25 years in 2020. Medina TV took on an integral role with the arrival of COVID-19. They updated the city website and taped programming that would provide information to the public. They provided assistance to Medina County with equipment and staff to televise their meetings and provide technical advice for the purchase of equipment for the County Commissioners' office. When crowds were no longer permitted at sporting events, Medina TV was called on by the Ohio High School Athletic Association to televise games being played at the Wolstein Center. Coverage of Medina basketball, soccer, and football was provided to the residents as these teams all advanced to the playoffs.

When commencement ceremonies could not be held, Medina TV stepped in and taped a virtual Senior Awards Ceremony and Commencement, so seniors who could not attend school or do any of the activities that come with graduating, could have some sort of graduation recognition. Medina TV geared up and made all city and school board meetings available to the public virtually. The staff was also responsible for all the technical renovations to the city hall council chambers that permit council and council committees meetings to be televised so they can be watched from the safety of one's home.

### **Parks Department**

The Parks Department has three Divisions - Parks, Cemetery and Forestry.

### **Parks Department**

Our Parks Department 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 5 miles of paved multipurpose and nature trails. The Parks Department also cares for the Uptown Park, the heart of our community, as well as the 71 flower urns that beautify our Historic District.

A few of the highlights for 2020 include major expenditures of over \$23,000 for the replacement of Memorial Park playground equipment, and \$123,085 for a new tractor, trailer, two trucks, a spreader, and snow plow. In partnership with the Miracle League of Northeast Ohio, the lighting was replaced at Sam Masi Park. A new walking bridge was installed at Roscoe Ewing Park. A portion of the CDBG Grant was used to fund the installation of new fitness equipment at Ray Mellert Park. Lastly, the Parks Department received a Clean Ohio Trails Grant that will be used to extend the Reagan Parkway Multipurpose Trail from Larkens Way to North Court Street as well as adding lights along the trail in 2021.

### **Forestry Department**

Our Forestry Department maintains over 13,500 street trees on a five year prune cycle. Our city has been designated a Tree City USA for the past 38 years. Over \$17,259 was spent in 2020 on replacement trees which were planted by our city staff, and a fulltime Tree Care Technician position was created and filled.

### **Cemetery Department**

Our Cemetery Department maintains over 35 acres of property at both the Old Town Cemetery and Spring Grove Cemetery that include over 6,500 monuments and over 10,000 internments. A second columbarium wall was completed and lighting was upgraded at the shop and office. 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 from an endowment they received to underwrite projects at Spring Grove Cemetery.

### **Police Department**

On March 9, 2020, officers learned to police from a distance, by keeping a social distance, and wearing a mask at all times. This was in strong contrast to the community oriented policing philosophy to which they were accustomed. On April 7, with the pandemic in full swing, the central city area was hit with a tornado that did extensive damage and required life-saving measures. The first weekend in June brought five protest and demonstrations to the Square, and put all police departments across the nation under a microscope for their policing procedures. As a result, Pastor Arthur Ruffin of the Second Baptist Church initiated and facilitated two televised community discussions in an effort to unify the community. In addition, officers were trained in civil unrest and de-escalation techniques.

Overdose investigations declined in 2020; however, the department still investigated 20 reports of overdose, deployed Naloxone twelve times to aid lifesaving measures, and reported seven deaths. Although traffic accidents and speeding incidents were down because people were staying home, domestic violence calls saw a rise for this exact reason.



The Communications Center was equipped with a second radio system allowing for interoperability outside Medina County, and a new recording system for radio and telephone communications was added. In 2020, the Communications Center received and handled 418,426 telephone and radio calls.

### **Service Department**

The Service Department is comprised of four divisions - Sanitation, Streets, Vehicle Maintenance and Water.

### **Sanitation Department**

The Sanitation Department picks up trash and waste from 7,570 residential and 1114 commercial units. From April through November, the city was able to divert over 419 tons of yard waste from going to landfill. This is a 52 percent increase from 2019 collections of same. In 2020 the tipping fees at the Medina County Central Processing Facility were raised from \$44.50 per ton to \$50 per ton. The city disposed of 25,125.88 tons of solid waste and 419.56 tons of yard waste for a total fee of \$1,265,545.26. As a result of the extensive damage to trees during the April tornado, the city hauled over 600 cubic feet of storm debris to Smith Brothers at no charge. The debris was then composted.

### **Streets Department**

The Street Department handles a variety of tasks, depending on the season. These include pavement paintings, street cleaning of over 189 tons of street debris collected, leaf collection of 1,119 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 Street Department removed and replaced 14 street light luminaries that use LED lighting within the historic district. This project was funded in part by a State Capital Grant. The grant also funded, in part, the new crosswalk lighting at the center block crosswalks of Public Square. The department installed and/or replaced 104 informational and enforcement signs. Of these, 18 signs had been reported stolen and 41 damaged by vehicles.

### **Vehicle Maintenance Department**

The Vehicle Maintenance Department handles repairs, service, and preventative maintenance on a variety of 80 licensed vehicles and city equipment. With improved diagnostic equipment and regular maintenance, the city is able to further the longevity of vehicles and equipment. 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.

## **Water Department**

Our Water Department handles water service to our area businesses, residents, and industries. Their services include disconnections for non-payment, which were suspended from April through July of 2020 because of COVID-19. They also completed 339 residential and commercial water meter change outs. They install water meters for new customers, and do backflow testing, hydrant flushing, utility locates, water break repairs, and water quality testing as required. In 2020, two new records were set. It was the first year since 2012 that there was an increase in water usage, and we had the fewest water main breaks since 2006.

In closing, I would like to thank all of the city employees, residents, business owners and visitors for following the directives regarding COVID-19. It has been a difficult year for all, but we have helped each other, and are stronger for it. We stayed home, wore masks, socially distanced, sanitized, and adjusted to doing things virtually, but we continued to show spirit. We weathered a tornado, several local demonstrations and national unrest, but we stayed calm and respectful. We may have lost friends, neighbors, or family to the pandemic, but we remain hopeful. Medina is a vibrant city that has bounced back several times in its history, and continues to show its resilience. It is my privilege to serve as your Mayor through whatever we have to face, because I know we can get through anything together. Medina Proud!

Respectfully,



Dennis Hanwell  
Mayor/Safety Director  
City of Medina



# CITY OF MEDINA

## 2020 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

Sherry Crow, Administrative Office Manager



# **City of Medina Building Department Annual Report-2020**





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

## Summary of 2020

### Strategic Highlights

The Department was able to successfully receive additional Ohio Board of Building Standards and International Code Council certifications. The additional certifications (Combination Plans Examiner) allows the Building Department to perform internal commercial plan reviews for Building, HVAC, Electrical and Plumbing projects. In the past the commercial plan reviews were contracted out to third party architectural firms. The advantages of in-house plan reviews will expedite the turnaround time for commercial construction projects and potentially could save the city up to \$38,000.00 per year in plan review costs. Third party plans examiners will still be required and available as back-up for the department. The City of Medina is one of only a few of the 400 plus building departments across the state to accomplish this.

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's health, 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 2020! Total number of permits issued in 2020 exceeded 2019 numbers by 149.

The Department conducted a total of 4,613 construction field inspections in 2020 from 3,976 in 2019. An increase of 637 inspections.

The inspectors did an excellent job with the substantiality increased and extensive inspections needed due to the large increase of the number of permits issued.

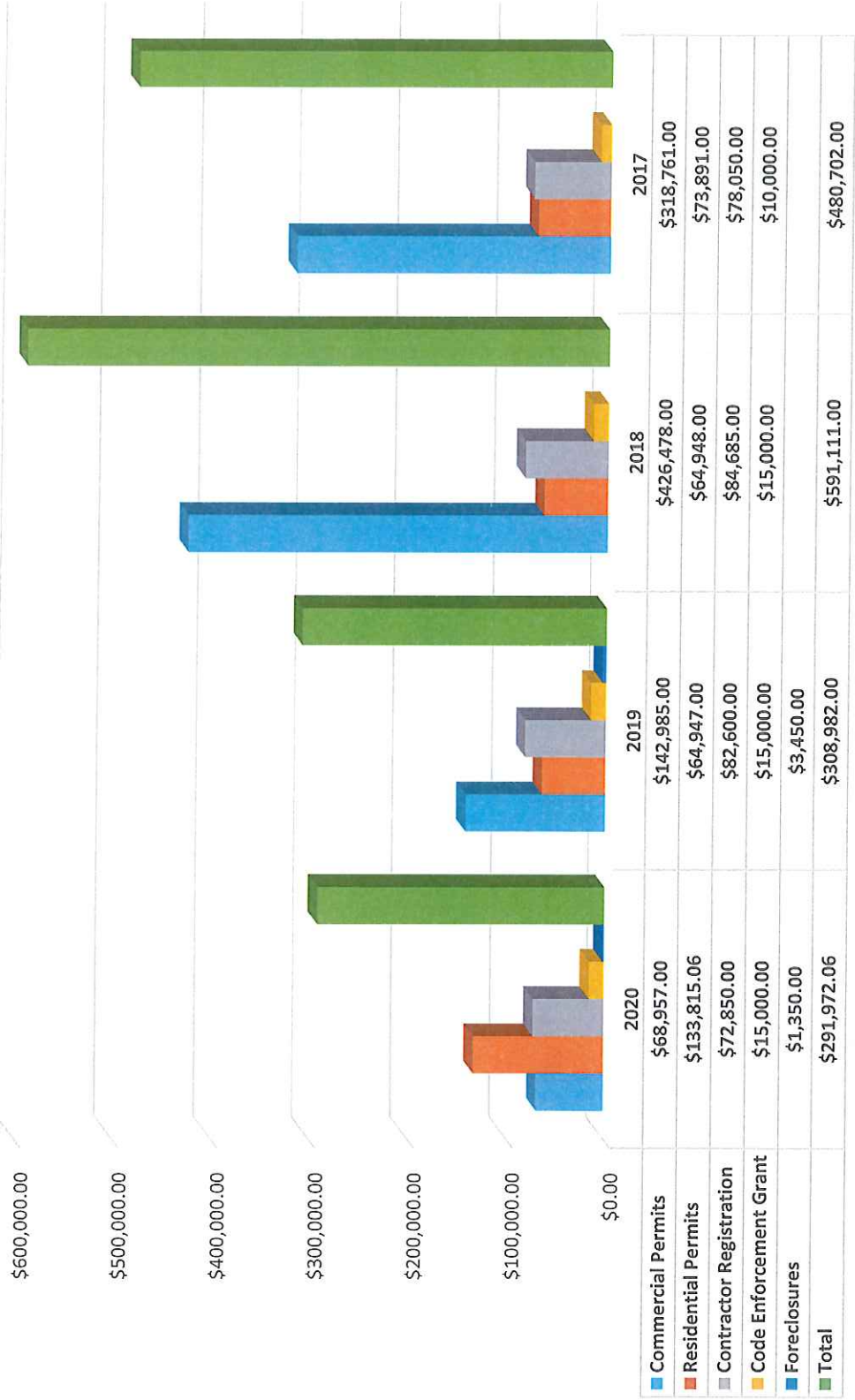
There was a total of 33 new residential housing units in 2020. This exceeds the total numbers for all of the past four years. Also, residential foreclosures dropped to 18 from 46 in 2019.

### 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.

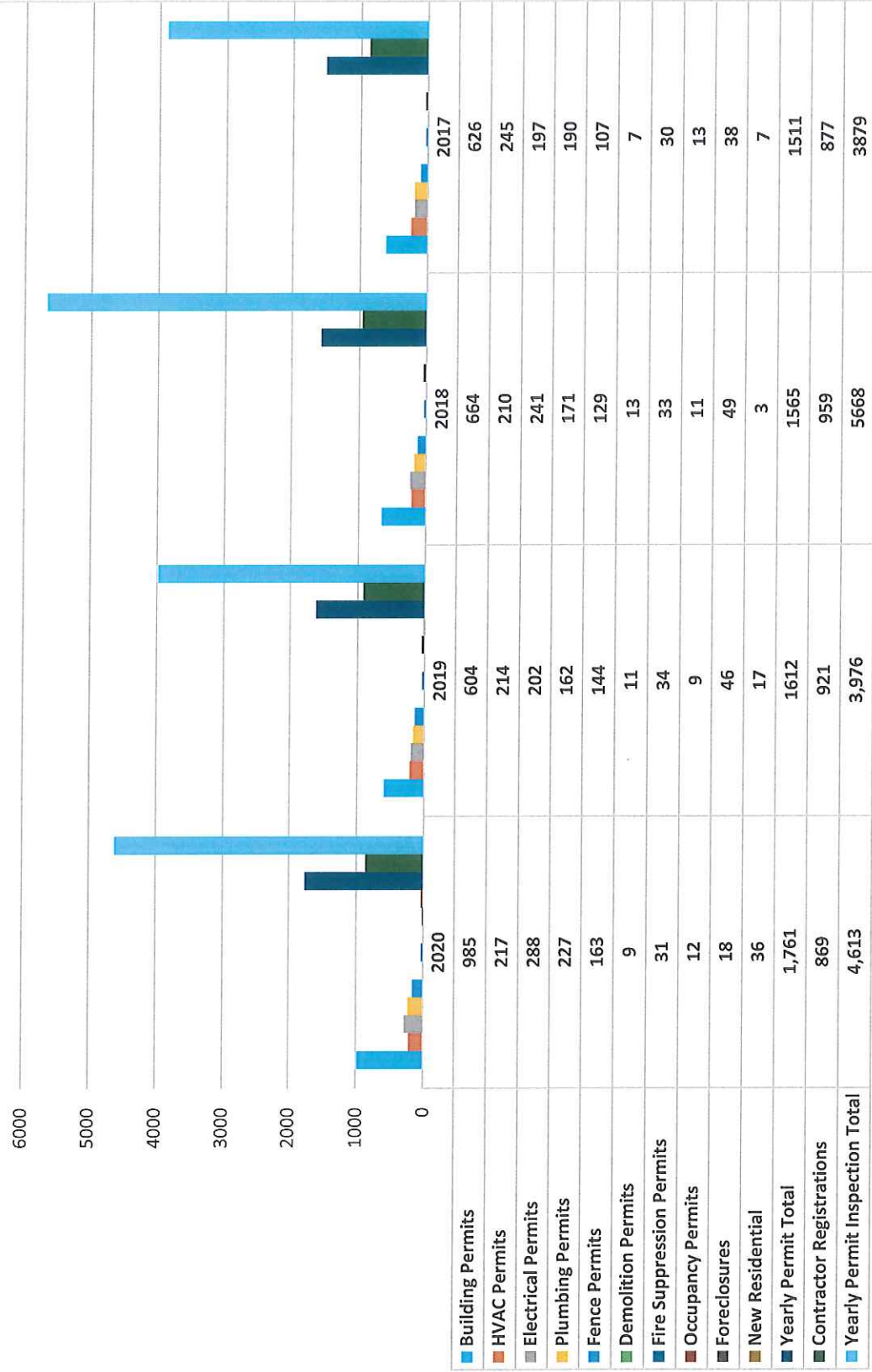
Dan Gladish  
Chief Building Official

## Revenue Generated

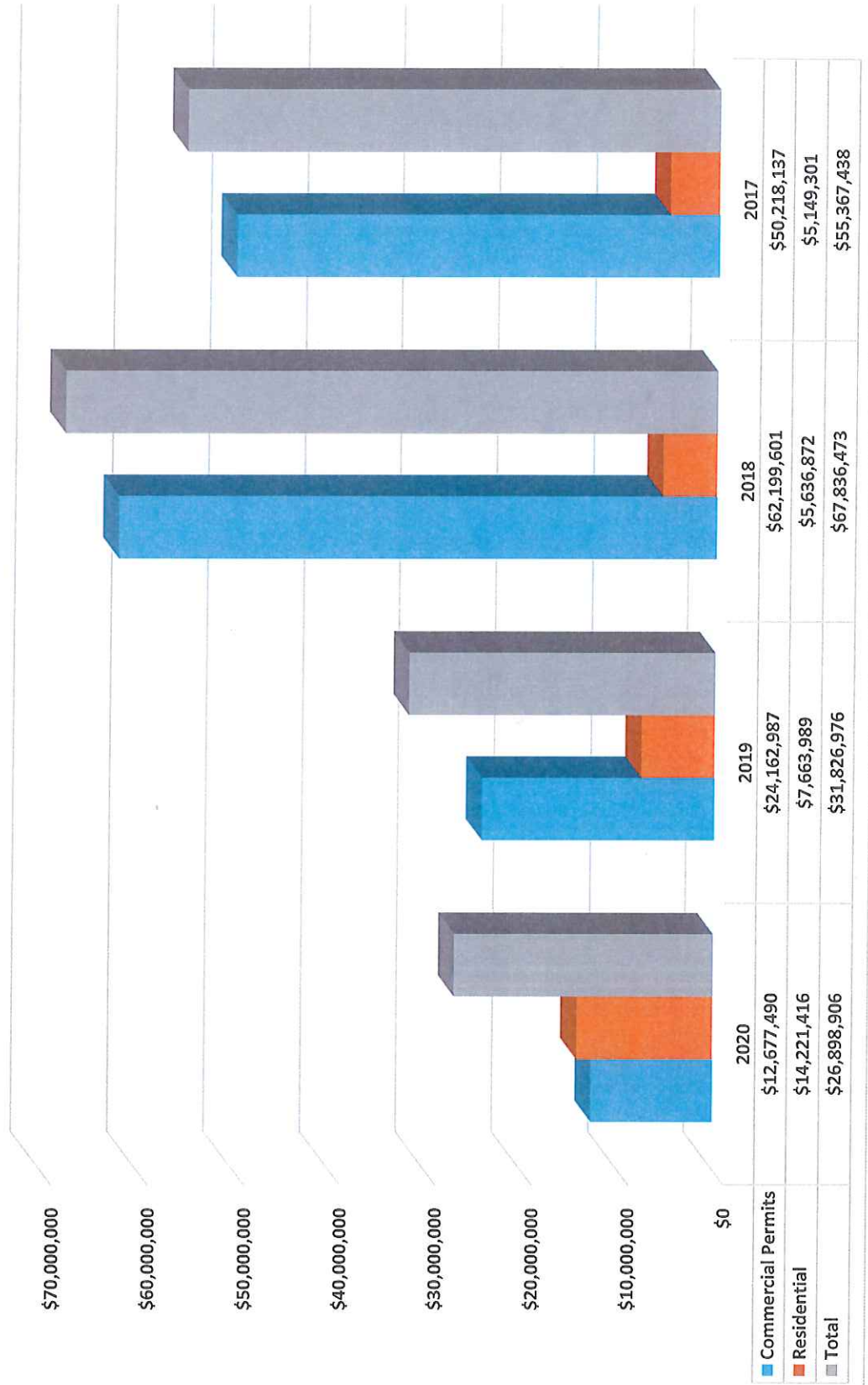




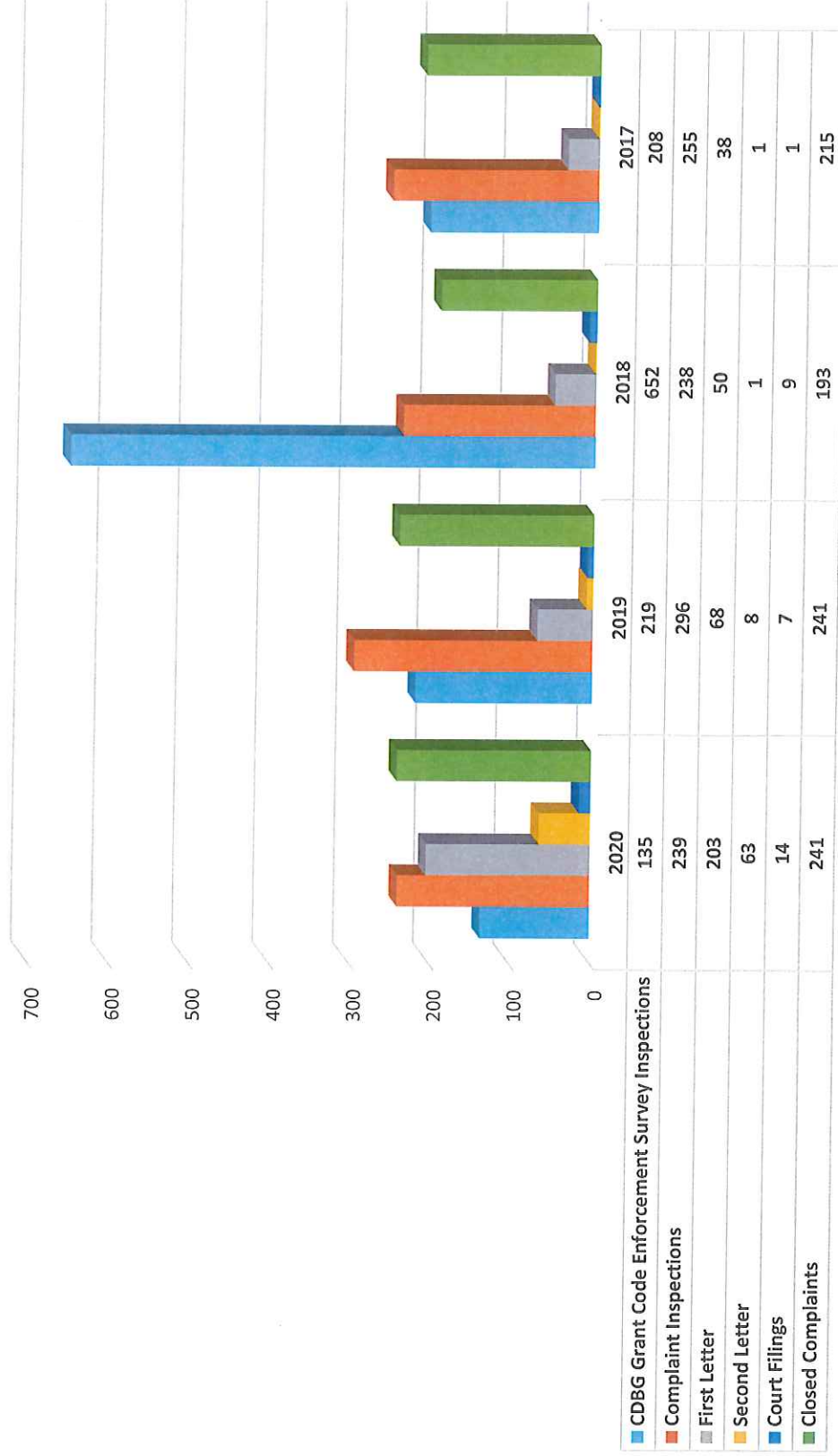
# City of Medina Building Department - Annual Report 2020



## Estimated Value of Construction



# Property Maintenance & Code Enforcement







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

## Community Development Department 2020 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 Planning & Zoning. These bodies are typically the first step in the development approval process for commercial and industrial development.

Total Cases				
Board	2020	2019	2018	2017
Historic Preservation	15	14	23	13
Zoning Appeals	18	21	21	15
Planning Commission	20	21	36	31

Projects of note reviewed by the Boards are detailed under the Economic Development business Expansion section. The City of Medina Community Development Department issued 163 fence permits and 53 sign permits in 2020.

**Zoning Enforcement Efforts for 2020**

Sign permits Inspected	Property Maintenance/ Zoning Compliance Inspections	Fence Permits Inspected
54	189	162

### **Grant Programs**

**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 in an update of Outcomes/Status for the projects to be completed with the grant as of December 31, 2020:

Activity	Funding Amount	Projected Outcomes/Status
Medina County Transit	\$22,500	484 Households Assisted/In Progress
Code Enforcement	\$30,000	200 Units Inspected/In Progress
Parks & Recreation Project	\$64,500	10 Items of Equipment Installed/200 Ln. ft. of walkway installed/In Progress
Fair Housing Program	\$5,000	1 Standard Fair Housing In Progress
Administration of Grant	\$8,000	In Progress
Planning-Comprehensive Plan	\$20,000	Not Started

The City of Medina received \$20,000 to complete a Comprehensive Plan Update. Due to COVID-19 restraints, the city was not able to begin the public process. The City has proposed to apply to the state for a grant amendment to move the \$20,000 into the Parks & Recreation project to offset the city's match funds.

**PY20 Community Housing Impact & Preservation Grant**

The City of Medina issued an RFP/RFQ in the spring of 2020 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 2020 program.

In the spring of 2020, 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 \$700,000. This is a two year grant which runs from September 1, 2020 through April 30, 2023. Below are the activities, funding amounts, and projected Outcomes for the 2020 CHIP grant:

Activity	Funding Amount	Projected Outcomes
Private Rehabilitation	\$390,000	8 Private Rehabilitations
Home/Building Repair	\$210,000	12 Home/Building Repairs
Rental/Housing Assistance	\$16,000	4 households assisted
Fair Housing Program	\$3,000	1 Program completed over 2 years.
Administration of Grant	\$81,000	Ongoing

**PY18 Community Housing Impact & Preservation Grant**

The City of Medina is in the process of completing the PY18 CHIP grant program which was awarded in September of 2018 and ran through December 21, 2020. Due to the COVID-19 restrictions, many communities were unable to meet grant completion deadlines. The State of Ohio Development Services Agency has approved a grant extension to many communities in order to complete the grant projects. The City of Medina received a grant extension in order to



complete the Private Owner Rehabilitation activity. The grant was extended through December 31, 2021. The Rental Housing Assistance activity was originally awarded \$33,000. Due to a lack of applications, \$21,832 was moved to the Private Owner Rehabilitation Activity in order to utilize the funds. Below are the activities completed with the projected outcomes vs the actual outcomes:

Activity	Funding Amount	Projected Outcomes/Status
Private Rehabilitation	\$360,832	8 Private Rehabilitations-6 completed, 1 in progress
Home/Building Repair	\$198,000	14 Home/Building Repairs - 20 completed
Rental/Housing Assistance	\$11,168	6 households assisted-7 households assisted
Fair Housing Program	\$2,000	1 Program completed over 2 years-Completed
Administration of Grant	\$75,700	Ongoing

## **ECONOMIC DEVELOPMENT**

### **City of Medina Economic Development 2020 Year in Review**

Mayor Hanwell and City Council Members,

The year of 2020 started out as a really strong year for the city's business community. Unfortunately, the pandemic impacted not only our businesses, but the focus of our department as well. Our department was forced to shift our focus to finding information and resources to assist our businesses with the pandemic.

Much of our efforts revolved around attending webinars, reaching out to businesses to check on them, and helping them locate much need Personal Protective Equipment to keep their employees safe. Additionally, we created COVID-19 resource pages on the website and continued to update those pages for residents and businesses.

Fortunately, most of the city's manufacturing businesses were deemed essential during the pandemic and continued to operate during the shutdown. We also worked with businesses, large and small as they pivoted to making PPE, such as Spray Products implementing a manufacturing line to make hand sanitizer and now making disinfectant spray to combat the COVID-19 virus.

Alchem and Woodbine, also manufactured hand sanitizer and generously donated their products to city and safety personnel, as well as the MSM Farmer's Market



on the Square. Tempur Sealy manufactured facemasks, which they also donated to city and safety personnel.

Smaller businesses such as Yasna Tailoring and Fabric Obsession, both began sewing facemasks and selling them on Facebook. The city worked with businesses on the Square to accommodate curbside pickup parking spaces and amended outdoor dining codes and processes.

The Economic Development Department partnered with the county to develop and implement a Small Business Grant program. Guidelines were established and we assisted in the application review process. We are pleased to report that 88 Medina businesses received grant funding totaling \$1,035,328. Additionally, the city was able to assist 31 businesses, including a few nonprofits, with city CARES Act funding totaling \$174,450.

We also were grateful for council's decision to fund facemasks for the small business community. To date we have distributed 199 boxes of facemasks to businesses for customer use for a total of 9,950 masks. Jobs Ohio provided PPE Tool Kits for manufacturing companies and we have delivered seven to date. The facemasks have been well received and appreciated.

Working with the three Chambers of Commerce, the Main Street programs, and the Medina County Economic Development Corporation, the three cities were able to launch the Vocal for Local website to assist the public in connecting to small businesses that continued to operate during the pandemic and to celebrate our restaurants and retail in Medina County.

Despite the pandemic, we still saw many new businesses start up and several businesses expand with three new job creation grants approved. While the overall investment was down in 2020, the job creation numbers increased. We are very proud of our existing businesses that continued to invest in the city.

We are looking forward to the ongoing recovery of our business community and some exciting projects in 2021.

Respectfully submitted,  
**Kimberly Marshall**  
**Economic Development Director**

- **Marie's Café** closed at the end of 2020, but owners Brian Hilberg and his wife Mary are opening a new restaurant in 2021 called Swine BBQ. They are currently renovating the space where Marie's Café was located and hope to open in the spring of 2021.

## **Boards and Committees**

### **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**

- Only two meetings were held in 2020 due to COVID19. More focus was given to reaching out to businesses and assisting with Small Business Grants and resources to keep them open.

### **Medina City Development Corporation (CIC)**

- Issued RFP/RFQ for Downtown Redevelopment Opportunity, and the Medina City Development Corporation
- Announced that the Rose Company of Medina was selected to construct a 47,000+ square foot building on the property immediately south of the city's new parking facility between the Donald Pease Federal Building and Sully's Irish Pub.
- The project is called Liberty View and the estimated cost of construction is \$9.3MM.
- The four story, mixed-use facility will consist of 9,100 square feet of ground level retail with individual storefronts facing West Liberty Street. A proposed restaurant will include a quiet outdoor dining area. The upper floors of the building are comprised of thirty-nine apartments, which will include a mix of one bedroom, two bedroom and studio style flats.
- Working on transfer of 37.5 acres of Industrial Land from the City to the CIC

### **JEDD Board**

- Committee meeting on an as-needed basis

### **Downtown Development Initiatives:**

- 2018 Capital Grant Project - Historic District Crosswalk Safety Improvements and Historic District Lamp Post replacements were installed in 2020
- Worked with the Medina County Juvenile Court for community service assistance to clean and sweep sidewalks in the Historic District.

### **Medina County Workforce Statistics**

- The unemployment rate for Medina County began the year at 4.0% and ended the year at 4.6%
- The civilian labor force numbers began the year at 96,500 and ended the year at 90,300
- Total number of unemployed workers in the county as of January 2020 was 3,900 and by the end of the year had increased to 4,200
- The annual unemployment average for Medina County in 2020 was 8.1%  
(Source – Ohio Labor Market Information, Civilian Labor Force Estimates)

### **Business Expansions Highlights**

- **Carlisle Brake & Friction** consolidated part of its Solon, Ohio location into the facility located at 920 Lake Road, Medina, Ohio. The company made improvements to offices and added a mezzanine for engineering department. This brought 48 new jobs to Medina.
- **Do It Best** remodeled 8,000 square feet of office and cafeteria space as well as added 5,630 square feet of office space and added 72 new parking spaces

### **2020 Investment Numbers**

#### **Total Investment was \$33,127,081.00 with 719 Jobs Retained and 367 New Jobs Created**

- 34 new businesses added approximately 266 new employees for new investments of \$6,710,234.00
- 20 businesses that expanded, added approximately 101 new employees, 714 retained employees and \$17,912,800.00 in new investment.
- 27 businesses that renovated, investing approximately \$6,968,278.00

\*Note – Total Investment above includes 5 Non-Profit projects, 4 Education projects and 3 Government projects for a total of \$1,535,769.00

- 2019 Comparison - \$48,414,212.00 Total in new investment, and added 155 employees



## **Retention and Expansion Visits**

- In conjunction with Medina County Economic Development Corporation and the Greater Medina Chamber of Commerce, the City completed 32 Business Retention and Expansion visits and 48 COVID19 Calls/Visits. Issues revolved around workforce and finding PPE for employees to be safe while continuing to work and operate businesses.

## **Job Creation Grant Program**

Received three Job Creation Grant applications, all were approved.

- Miller Plating, LLC
- Carlisle Brake & Friction
- Do It Best, Corp.

All existing grants have been monitored.

## **2020 Business Attractions**

- 1904 Brews
- 42 Degrees Inc.
- Beltz Lawn & Garden Equipment
- Bubbles and Bows
- Discount Tire
- Enhance Ability, LLC
- Get in Gear Business Solutions
- Gypsy Moon, LLC
- Keller Meats & Market LLC
- Los Cantaritos, LLC
- Mary Christine Photography
- Medina Brewing Co
- Miller Plating, LLC
- Ohio Valley Pizza Co.
- Paytech Partners
- QUICKmed Urgent Care
- Realized Manufacturing
- SDR Investments, LLC
- South Progress Industrial, LLC
- Spring Grove Automotive
- Stockman Learning Center
- Sweet Mango
- Sweets and Geeks
- The Exchange Market
- The Farmer's Table LLC
- TPF Automotive
- Wallace Home Furnishings
- Wrecking Crew Brew Works

## **2020 Business Retention**

- Porter's Shoe Repair

## **2020 Business Closings**

- **Chick Master** – In 2019 we met with Chick Master to discuss a retention/expansion project because the Medina plant was in competition with their plant in Canada. The city, Jobs Ohio and the MCEDC worked together to develop an incentive package to retain the company. However, in July 2020, the company announced that they would close the plant in Medina and move the equipment to Canada. We worked with the company to get them connected to ODJFS Dislocated Worker service, as well as file their TRADE Petition which the Department of Labor certified by the end of 2020. The first round of layoffs occurred by December 31, 2020. Some of the employees have obtained other employment with Medina businesses.

### **Transportation Initiatives**

- 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 twelve visitations with Main Street Medina members

### **2020 Initiatives - Economic Development & Marketing Manager**

Marketing and Economic Development initiatives during 2020 include:

#### Advertising and Articles in Publications

- Wrote article for *Medina Magazine* and revised the entire contact section of the 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
- Wrote a number of articles for social media posting
- Wrote city press releases and took accompanying photos that were published in local newspapers. Have focused on increasing the number of press releases

#### Marketing Materials Produced

- Coordinated the updating and posting of the 2020/2021 digital Visitor Guide. Due to the pandemic, a printed guide could not be distributed
- Revised commercial and residential brochures for the Community Reinvestment Area (CRA) program

#### Website and Social Media

- Published a weekly Economic Development Update E-newsletter and Emergency Alert notifications to over 1,700 subscribers
- Worked with Northeast Ohio Commercial Realtors to update City property database, JobsOhio State database, and LOIS, a database for energy companies
- Completed the Request for Information Forms (RFI's) 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 Foundry Social testimonial for the website
- Took photos at City events to use on social media and in press releases
- Regularly updated the City of Medina LinkedIn and Facebook pages. Facebook followers went from 4,905 to 5,301. City LinkedIn page new followers went from 463 to 583

#### Services to the City:

- Reviewed submission for the State of Ohio Healthy Workplace Award for which City received a Platinum Rating
- Took photos at 8 Ribbon Cuttings, 7 were for businesses and 1 was for the Bi-Centennial Book Unveiling. Each of them has been provided with a DVD of photos
- Serve on Medina County Fair Board 175 Anniversary Committee. Events are now planned for 2021

## Community Engagement

- Served on the Medina City Schools Business Advisory Council
- Serve on the Medina County Career Center Adult Division Advisory Council
- Serve on MCEDC Workforce Committee
- Serve on the Medina County Transportation Taskforce
- Serve on the MSM Promotions Committee and chaired the MSM Business Vitality Committee
- Serve as Administrative Secretary for the City Economic Development Committee
- Serve as City Liaison and provided reports to the monthly meeting of the Greater Medina Chamber of Commerce Business Advocacy Committee
- Serve as city representative on the County 2020 Complete Census Count Committee, spoke to groups to promote the Census, published items on social media and in city newsletter promoting the completion of the 2020 Census forms, and distributed print information
- Serve as co-coordinator for the Medina County Women's Network monthly Lunch with a Notable Woman featuring women of note who live or work in Medina County
- Serve as Secretary of the Medina County Community Fund Board





## **City of Medina Engineering Department**

# **2020 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 29, 2021

## SUMMARY OF 2020 WORK EFFORT and ACCOMPLISHMENTS

### 1. Capital Improvement Construction Projects - 2020

Type of Project	Number of Projects Completed or started in 2020	Total Cost	Comment
Street & Storm Water	6	\$1,947,193	Refer to Appendix A
Water System	2	\$208,572	Refer to Appendix B
Miscellaneous	6	\$4,395,705	Refer to Appendix C
TOTAL	14	\$6,551,470	

### 2. Summary of 2020 Capital Improvement Grants/Partnerships

Type of Project	# Projects Completed or started in 2020	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	6	\$1,947,193	3	\$599,336	30.8%
Water System	2	\$208,572	1	\$100,786	52.0%
Miscellaneous	6	\$4,395,705	4	\$1,542,526	35.1%
TOTAL	14	\$6,551,470	6	\$2,347,743	35.8%

### 3. Capital Improvement Project Planning, Development, Engineering and Design – 2021/2022

	Number of active projects planned, developed and designed in 2020 for construction in 2021 or 2022:	Total (estimated) Cost of projects in development for 2021/2022 construction
Street & Storm Water	13	\$8,540,394
Water System	3	\$486,472
Miscellaneous	6	\$1,144,370
TOTAL	19	\$10,171,236

#### 4. Private Projects Site Plans

- Commercial site plans reviewed: 8
- Residential site plans reviewed and approved: 1 single family; 12 multi-family

#### 5. Medina Railway

##### Operational Highlights

- Total Rail Cars: 2,280 (through October, 2020)
- Number of maintenance and operational contracts awarded and managed: 2

##### Financial

###### Revenues

- 2020 Access Fees: \$ 0\*
- 2020 Usage Fees: \$ 21,276 (through October, 2020)
- 2020 City Contribution: \$ 0\*
- Total Revenue: \$ 32,748

\*RR consortium waived access fees for 2020

###### Expenditures

- Operating Expenditures: \$ 41,796

###### Account Balance

- End of Year 2020: \$273,899



## **Appendix A: 2020 Street & Storm Water Capital Improvements Projects**

2020 YEAR END REPORT  
ENGINEERING DEPARTMENT

January, 2021  
1 of 2

**STREET STORM WATER CAPITAL IMPROVEMENTS**

2020 Construction Projects (Projects Completed in 2020 & Projects Under Contract/Under Construction in 2020)		COSTS (actual)						NET COST TO CITY	COMMENT
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT			
970	2020 Sidewalk Program	4-20	\$0	\$144,700	\$144,700	\$115,760	\$28,940	Complete. Property owners responsible for costs. Final costs estimated	
992	S. Broadway Reconstruction	76-19; 105-19; 11-20	\$3,240	\$1,155,819	\$1,159,059	\$436,252	\$722,807	Complete, OPWC Grant (Grant amount estimated)	
1045	Public Square Mid Block Crossing	72-20	\$0	\$94,649	\$94,649	\$47,324	\$47,325	Complete	
1067	2020 Concrete Street Repair	32-20	\$0	\$496,696	\$496,696	\$0	\$496,696	Complete	
1069	2020 Pavement Marking Program	36-20	\$0	\$43,615	\$43,615	\$0	\$43,615	Complete	
1071	2020 Residential Drainage Program E. Liberty and S. East St		\$0	\$8,474	\$8,474	\$0	\$8,474	Complete	
		<b>TOTAL</b>	<b>\$3,240</b>	<b>\$1,943,953</b>	<b>\$1,947,193</b>	<b>\$599,336</b>	<b>\$1,347,857</b>		

2020 YEAR END REPORT  
ENGINEERING DEPARTMENT

January, 2021  
2 of 2

STREET STORM WATER CAPITAL IMPROVEMENTS

Design/Planning Efforts Completed in 2020 for 2021-2022 Construction Projects		COSTS (Estimated Costs)						
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	COMMENT
652	E. Reagan Parkway Lights		\$5,000	\$239,000	\$244,000	\$122,000	\$122,000	ODNR Grant
932	Spring Grove Bridge Replacement	147-14; 133-18; 76-20	\$48,950	\$371,977	\$420,927	\$268,439	\$152,488	2021 Construction; OPWC Grant
1025	West Smith Road, Phast 4	140-16; 182-19	\$481,632	\$3,485,000	\$3,966,632	\$2,046,590	\$1,920,042	2022/2023 Construction; Federal Grant
1039	N. Broadway Culvert Replacement	133-18; 76-20	\$48,950	\$294,389	\$343,339	\$209,540	\$133,799	2021 Construction; OPWC Grant
1040	Medina Street Culvert Replacement		\$60,000	\$400,000	\$460,000	\$0	\$460,000	2022 Construction
1052	East Smith Storm Sewer Improvements		\$25,000	\$500,000	\$525,000	\$0	\$525,000	2022 Construction
1061	Gates Mills Blvd. Bridge		\$78,000	\$590,734	\$668,734	\$485,120	\$183,614	2021 Construction; OPWC Grant
1068	2021 Concrete Pavement Joint Seal		\$0	\$50,000	\$50,000	\$0	\$50,000	
1080	South Prospect Street Reconstruction		\$22,606	\$1,244,156	\$1,266,762	\$493,940	\$772,822	2022 Construction; OPWC Grant
1086	2021 Curb Project - S. Court Street		\$5,000	\$15,000	\$20,000	\$493,940	-\$473,940	2021 Construction
1088	2021 Concrete Street Repair		\$0	\$500,000	\$500,000	\$0	\$500,000	2021 Construction
1089	2021 Pavement Marking Program		\$0	\$50,000	\$50,000	\$0	\$50,000	2021 Construction
1090	2020 Residential Drainage Program		\$0	\$25,000	\$25,000	\$0	\$25,000	2021 Construction
		<b>TOTAL</b>	<b>\$775,138</b>	<b>\$7,765,256</b>	<b>\$8,540,394</b>	<b>\$4,119,569</b>	<b>\$4,420,825</b>	



## **Appendix B: 2020 Water System Capital Improvements Projects**

2020 YEAR END REPORT  
ENGINEERING DEPARTMENT  
WATER CAPITAL IMPROVEMENTS

January, 2021  
1 of 1

2020 Construction Projects (Projects Completed in 2020 & Projects Under Contract/Under Construction in 2020)			COSTS (actual)					COMMENT
PROJ. #	PROJECT	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	
992	S. Broadway Reconstruction	76-19; 105-19; 11-20	\$12,145	\$181,427	\$193,572	\$100,786	\$92,785	2020 Construction; OPWC Grant
	Water Master Plan		\$15,000		\$15,000	\$0	\$15,000	
		<b>TOTAL</b>	<b>\$27,145</b>	<b>\$181,427</b>	<b>\$208,572</b>	<b>\$100,786</b>	<b>\$107,785</b>	
Design/Planning Efforts Completed in 2020 for 2021/22 Construction Projects			COSTS (Costs Estimated)					COMMENT
PROJ. #	PROJECT	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	
967	SR 18 Corridor Improvement (ODOT Project)		\$0	\$100,000	\$100,000	\$176,211	-\$76,211	2021-23 Construction; ODOT Project
1025	West Smith Road, Phast 4	140-16; 182-19	\$41,351	\$300,121	\$341,472	\$176,211	\$165,260	2022/2023 Construction
1085	Burgundy Bay Water Service Transfer		\$0	\$45,000	\$45,000	\$0	\$45,000	2021 Construction; partnership with Medina County
		<b>TOTAL</b>	<b>\$41,351</b>	<b>\$445,121</b>	<b>\$486,472</b>	<b>\$352,423</b>	<b>\$134,049</b>	

## **Appendix C: 2020 Miscellaneous Improvements Projects**



2020 YEAR END REPORT  
ENGINEERING DEPARTMENT

January, 2021

1 of 2

MISC. CAPITAL IMPROVEMENTS

2020 Construction Projects (Projects Completed in 2020 & Projects Under Contract/Under Construction in 2020)			COSTS (actual)					
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	COMMENT
1018	Lindenwood Lake Dam and Outlet Structure Repair	57-20; 188-20	\$4,500	\$247,805	\$252,305	\$247,805	\$4,500	Under Construction; Property owners to be assessed construction costs
1030	City Hall Parking Structure	153-17; 52-18; 53-18; 97-18; 134-18; 114-19; 166-19; 142-20	\$135,800	\$3,744,000	\$3,879,800	\$1,000,000	\$2,879,800	Complete; State OFCC Grant
1042	Spring Grove Cemetery 2018 Columbarium Addition	80-18; 173-18 21-20; 22-20	\$8,000	\$78,410	\$86,410	\$0	\$86,410	Complete
1063	Airport Remark Airfield		\$31,000	\$121,200	\$152,200	\$118,370	\$33,830	Complete: ODOT Grant
1077	City Hall Parking Structure Security Cameras	153-20	\$0	\$38,900	\$38,900	\$0	\$38,900	Complete
1081	City Hall Rotunda Renovation	184-20	\$10,961	\$165,390	\$176,351	\$176,351	\$0	Complete
		<b>TOTAL</b>	<b>\$190,261</b>	<b>\$4,395,705</b>	<b>\$4,585,966</b>	<b>\$1,542,526</b>	<b>\$3,043,440</b>	

2020 YEAR END REPORT  
ENGINEERING DEPARTMENT

January, 2021

MISC. CAPITAL IMPROVEMENTS

2 of 2

Design/Planning Efforts Completed in 2020 for 2021/22 Construction Projects			COSTS (Estimated Costs)					
Proj. #	Project	ORD. #	ENGINEERING & DESIGN	CONSTRUCTION	TOTAL COST	GRANT AMOUNT	NET COST TO CITY	COMMENT
945C	Ray Mellert Park Fitness Trail, Ph. 2							2021 Construction; ODNR Grant
947	Airport Detention Facility and Site Drainage		\$28,500	\$162,000	\$190,500	\$0	\$190,500	2021 Construction; Grant TBD
1041	FOHA Lake Outlet Structure & Dam Reconstruction		\$3,990	\$250,000	\$253,990	\$253,990	\$0	2021/2022 Construction; Property owners to be assessed construction costs
1066	E. Reagan Multi-Purpose Connector Path		\$11,220	\$248,850	\$260,070	\$195,053	\$65,017	2021 Construction; ODNR Grant
1072	West Smith Railroad Bridge Improvement	41-20	\$22,125	\$270,000	\$292,125	\$0	\$292,125	2021 Construction
1087	Ray Mellert Parking Lot Expansion		\$5,000	\$142,685	\$147,685	\$0	\$147,685	2021 Construction; ODNR Grant
		<b>TOTAL</b>	<b>\$70,835</b>	<b>\$1,073,535</b>	<b>\$1,144,370</b>	<b>\$449,043</b>	<b>\$695,327</b>	

# Medina Fire Department 2020 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 42 part time firefighters and officers and 3 full time staff. 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 2020

	2020		
	Medina City	Montville Township	Medina Township
Alarm Drops	102	27	39
Electrical Problem	16	9	8
EMS Assist	162	47	51
Extrications	12	9	19
Fires	48	13	14
Good Intent Calls	117	64	55
Leaks, Spills	49	17	24
Lightning / Storm	7		
Service Calls, Other	138	48	85
Grand Total	653	235	296



### 3. Incident Response: By Day of Week

	2020			
	Medina City	Montville Township	Medina Township	Total
Sunday	43	21	30	94
Monday	108	31	43	182
Tuesday	109	43	53	205
Wednesday	125	45	48	218
Thursday	91	43	44	178
Friday	114	33	47	194
Saturday	63	19	31	113
Grand Total	653	235	296	1184

### 4. Incident Response: By Time of Day

	2020			
	Medina City	Montville Township	Medina Township	Total
0	12	3	3	18
1	7	4	2	13
2	9	1	3	13
3	3	1	2	6
4	8	3	3	14
5	5	0	2	7
6	10	3	0	13
7	16	8	5	29
8	31	9	10	50
9	36	7	21	64
10	47	12	23	82
11	33	15	24	72
12	40	16	21	77
13	44	20	33	97
14	50	11	26	87
15	43	16	11	70
16	39	17	17	73
17	37	17	16	70
18	38	12	23	73
19	36	17	14	67
20	40	17	8	65
21	25	9	11	45
22	21	9	12	42
23	23	8	6	37
Grand Total	653	235	296	1184

#### 4. Public Education Activities\*:

- Fire Extinguisher Training: 245 Citizens
- Safety Smoke House: 65 Adults 412 Children
- F.D. History @ Museum: Adults Children
- Miscellaneous P.R. Events: Citizens
- Station Tours: 15 Adults 5 Children
- CPR Class: 29 Adults 0 Students
- First Aid Adults Students
- Apparatus Display: Adults Children

#### 4. Fire Inspections\*: 637 Fire Inspections were performed

Year of Insp.	Month of In.	CITY	MED	MONT	Grand T..
2019	January	43	12	8	63
	February	48	14	3	65
	March	30	8	4	42
	April	18	0	1	19
	May	44	11	15	70
	June	45	14	8	67
	July	50	19	12	81
	August	42	10	5	57
	September	32	15	6	53
	October	38	14	8	60
	November	24	7	4	35
	December	12	6	7	25
Grand Total		426	130	81	637

#### 5. Training\*:

The department participated in over 2182.5 hours of training.

\*Hours impacted by COVID-related restrictions.

## **2020 LAW DEPARTMENT YEAR END REPORT**

91 cases set for Jury Trial (88 COPs, 3 guilty findings, & 0 not guilty findings)

580 cases set for Bench/Magistrate Trial (536 COPs, 38 guilty findings, & 6 not guilty findings)

110 cases set for motion hearings (suppression/tpo/vehicle forfeiture)

1595 pretrials were held

80 cases were sent to the diversion program or dismissed

69 cases set for Sealing of Records

68 trials Defendant failed to appear

90 reports were reviewed for charges

2683 cases handled in 2020



## **Medina Community Recreation Center 2020 Year End Summary**

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### **2020 Highlights**

The MCRC started 2020 with a strong influx of new memberships and revenues were headed towards a great first quarter. A new Aquatics Manager was hired and there were plans to expand summer camps, sports, and learn to swim classes. Then COVID19 struck, customers became more wary of public spaces and business slowed down. Ohio Governor DeWine officially ordered all Recreation Centers to shutdown March 17, 2020 and the Rec Center remained closed for two and half months with a re-opening date of June 1, 2020.

All Aquatic Learn to Swim classes were cancelled and balances were put on each child's account for unused class sessions. All rentals and monthly membership payment plans were cancelled, and refunds were given to whomever requested them. We refunded approximately \$34,000 to customers, and placed \$14,000 on customer's accounts for future use for swimming and programming. Upon Reopening, all memberships were extended for three and a half months to compensate for the closure period and the fact that some amenities were not available immediately upon reopening.

During the Rec Center closure, all part time staff were laid off and the six remaining full time staff members stayed to monitor the pools, start capital renovation projects, sort through storage areas and purge outdated paperwork. Two staff members worked from home when possible for social distancing.

During the shutdown, the men's sauna was renovated with all new cedar walls and ceiling, a new poured finish floor, a new heating element, new lighting and benches. The Rascal Room playground surface was deemed irreparable and was partially taken up but the Rec reopened before the project was completed. That project is scheduled for completion in spring of 2021. Fitness equipment and facility furnishings were refurbished, tile was repaired, carpet was replaced, hard floors and the HVAC system were deep cleaned and the entire building was disinfected. Pool motors, grates and lights were replaced, drains were cleaned out and benches were refinished. Additional paving was done in the parking lots.

In preparation for Ohio's Responsible Restart Reopening, all of the cardiovascular fitness equipment was moved from the Fitness Room to the back Field House and spaced out over two basketball courts for social distancing. The remaining fitness equipment and free weights were also spaced accordingly to accommodate the six feet required for social distancing, and new stretching areas were created. Unfortunately, several pieces of smaller equipment were removed entirely because they could not be adequately disinfected. Additional electricity was run to the field house courts to operate some of the cardio equipment that is usually housed in the front of the building. Sanitization stations were created throughout the building for patrons to use for cleaning equipment before and after use, and all the recommended signage was posted. Traffic flow patterns were marked with floor arrows and door signs, and Plexiglass partitions were installed around the front desk area. All information stations were removed and paperwork, flyers, brochures and pamphlets were put away per Ohio Responsible Restart guidelines.



Upon reopening on June 1<sup>st</sup>, the Rec met with a Medina County Health Department representative to create building maximum capacity limits and general best practices. Access was restricted to members only, aged sixteen and over, with a building maximum of seventy-five people at a time. The competition pool was limited to eight people total, one per lap lane. The leisure pool had a delayed opening due to unfinished maintenance HVAC projects and problems that were caused by the pool being empty for so long. The leisure pool opened in late June with a capacity limit of twenty-five people. Showers, saunas, spas, track area and basketball courts remained closed. No fitness or water classes were held for several weeks. Part time staff members were brought back to check members in and to continuously disinfect all surfaces throughout the day. Masks were mandatory for all staff and for patrons entering the facility. The building hours were limited due to lack of patrons and staff, and to cut costs. Directors of all area recreation facilities were in constant contact to help each other develop feasible reopening processes.

The Outdoor Municipal Pool had a delayed opening which cut the season short, and faced severely restricted daily capacity limits for social distancing per the Governor's and Medina Health Department's guidelines. Managers and City Council made the difficult decision to keep the outdoor pool closed for the 2020 season for budget reasons, but the community of Medina rallied and gathered generous donations from local businesses, non profits and individuals so the pool could open for our residents. We opened the outdoor pool on July 6th, with a maximum of seventy five people permitted at one time, split into two sessions per day.

June was a very quiet month at the Rec Center, with very low attendance. Typically the Rec Center sees approximately one thousand people a day, but less than 200 were coming. July saw an improvement with about 300 per day visiting. Our programming staff ran a small summer camp program with less than twenty-five children per week, but the Governor did not permit field trips. By September, daily attendance reached about 350, the track area was reopened and a few fitness classes were scheduled with a maximum limit of ten people per class. In October, the Rec allowed day passes to be sold to non-members and raised the capacity limit to one hundred. The programming staff held a successful distance learning day camp and supervised children's remote schooling needs while their parents worked.

November was a challenging month. The Recreation Center Director resigned after serving for twelve years. The Recreation Supervisor, an eighteen year original staff member, took a position with the City of Medina Parks Department. Both positions were to remain vacant until revenues rebounded from COVID. The Recreation Center was reassigned to fall under the management of the Parks Director, and an interim Superintendent position was created to assist with day to day management. That left only four full time staff members and very few part time staff to cover all duties and shifts for the building. A new part time position of "Facility Monitor" was created to assist with front desk and building supervision duties.

Building hours were extended in the mornings and evenings, and the age limit was dropped to those over thirteen being permitted without an adult. Showers were reopened, and open gym was allowed on the field house courts. Fitness equipment was moved again to accommodate the High School's shared usage of the field house courts. Some treadmills were brought back to their original spot in the front fitness room and Community Room A was opened as a combination cycling and stretching area. The locked area upstairs on the track was opened up and the fitness equipment housed in that area was made available, including the TRX cage and kettlebells. At years' end, attendance was hitting 500 patrons per day, and maximum capacity was raised to 125. The only areas still closed by choice were the Rascal Room childcare area and the spa, while the saunas were still on the Governor's official closed list. The youth

basketball program was restructured and divided into much smaller groups, with 260 children registered which is 25% of our normal numbers. Senior classes were brought back, and new instructors were hired to help begin to refill our fitness class schedules.

The Recreation Center's Revenues were devastated by COVID19 and the business closure. Decisions were made to curb spending, limit staffing and attempt to operate as efficiently as possible. The Fitness Room Expansion Project was cancelled for the foreseeable future, and it was expected that a substantial amount of the Recreation Center's Carryforward Savings would be tapped into to cover expenses for 2020. At year-end, however, it seems that the efficiency measures taken were somewhat successful and the shortfall was less than \$100,000.

### **2021 Plans**

- Three full time positions remain vacant. Several part time employees have not returned to work yet and many are working reduced hours. The entire staffing plan will be reevaluated and job duties will most likely be reassigned and restructured.
- We are actively getting quotes to replace the existing water feature in the leisure pool to bring families back to the Rec Center.
- The Rascal Room playground resurfacing will be completed and ideas are being generated to use that area more frequently.
- The Women's Sauna is being renovated.
- Diving boards are being replaced over the next two years.
- The swim team scoring system is being refurbished and touchpads replaced.
- We will be utilizing interns to assist with new programs, events and facility projects.
- We are collaborating with City and County Parks to bring more outdoor programming to our community.
- We will continue to explore virtual programming and expand virtual or alternative programming options.
- We are contracting with new instructors to bring some exciting new fitness, sports and art classes to the Rec Center and surrounding parks.
- The Learn to Swim Program is being completely restructured and simplified.
- Youth basketball will be offered at various times throughout the year.
- The facility rentals program is being restructured and simplified.
- A full evaluation of all fitness equipment is being completed with a solid plan for replacement and upgrade within the next two years.





# INSIDE THIS ISSUE

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## PG. 2

MedinaTV brings high school sports to our residents during tough times

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## PG. 3

How did MedinaTV step up to help public meetings stay public during a pandemic.

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## PG. 4

MedinaTV helps to renovate coverage of meetings for both the City and School district

# MEDINATV IN 2020

## MEDINATV RISES TO THE CHALLENGE IN 2020

MedinaTV is a joint partnership between the City of Medina and the Medina City School District. This is one of the longest joint partnerships between the City and Schools now celebrating 25 years of working together. MedinaTV is funded from the Franchise Fees collected from Armstrong Cable. MedinaTV can be seen on Armstrong Cable on channels 201 (Educational Access) and channel 37 (Government Access). MedinaTV is also available on YouTube and on Facebook. This has been a tremendous asset for MedinaTV as we were able to rise to the challenges 2020 brought us and found a way to keep our residents informed and entertained.



A message from  
Dennis Hanwell  
Mayor  
City of Medina

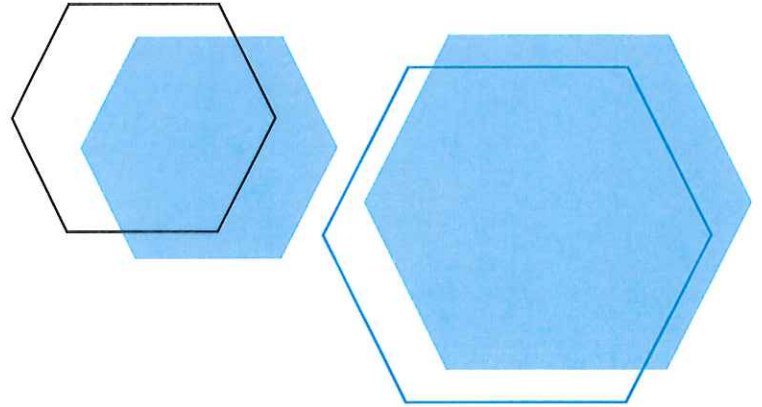


# A NEW EXPERIENCE

## A PANDEMIC CREATES OUTSIDE THE BOX THINKING

MedinaTV enhanced its role in providing information to the residents of Medina. With the beginning of COVID-19 MedinaTV stepped up and immediately began on updating the City's website to provide as much information as possible to our residents. We also taped segments with the Mayor and the Health Department to get all of the correct information to our residents and help to stop some of the rumors and misinformation from being spread around our Community.

MedinaTV also came to the aid of the County as they did not have the technology to post their meetings to the public during our COVID-19 shutdown. We provided equipment and staff to televise their meetings live on Facebook and replayed on channel 37. MedinaTV also provided technical advice for the purchase of new equipment and aided in the installation of the equipment at the County Commissioners office. This has opened the door for future partnerships with the County.



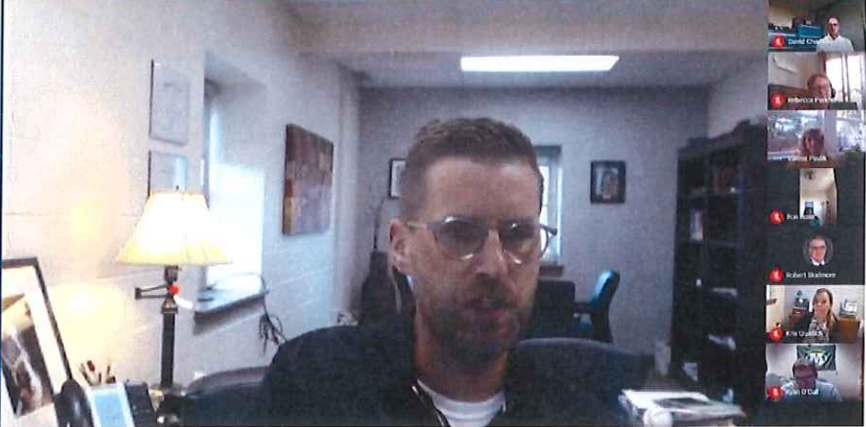
## MEDINATV BRINGS SPORTS TO OUR VIEWERS DURING PANDEMIC

### NO CROWDS NO PROBLEM FOR MEDINATV

MedinaTV was a vital part of High School Sports coverage during the pandemic. When everything first shutdown it was in the middle of the High School Basketball playoffs. MedinaTV was asked by the OHSAA to provide coverage of the playoffs at the Wolstein Center as they had no way to televise the 2 games that evening. Medina was one of those four teams competing and we rose to the challenge and broadcast live to Facebook and YouTube and we were viewed by over 16,000 people that night. As the pandemic continued we also had to telecast games on social media and television as crowds were not allowed or were limited. Residents loved that they were able to watch Medina basketball, soccer, and football as they all had magical playoff runs on MedinaTV.







# COVERAGE OF MEETINGS BRINGS CHALLENGES

## MEDINATV REINVISIONS PUBLIC MEETINGS

The pandemic created challenges of how government and education can still conduct business with everything being shut down. As the need for meetings to move remote but still reach and allow public interaction MedinaTV stepped up to bridge that gap. Using some creativity and new technology MedinaTV staff were able to find a way to combine in person meetings with remote personnel and still allow for real time public comment and interaction. This was done for all of the City of Medina meetings, Medina City School Board of Education meetings, and also for County Commissioner meetings and subcommittee meetings. Bringing all of this technology together was no easy task as we were dealing with an ever changing climate but the MedinaTV staff were up for the challenge and succeeded in keeping the public meetings at a high quality for our residents to stay involved in government an education.



# COMMENCEMENT STILL SPECIAL FOR STUDENTS

## SENIOR AWARDS AND COMMENCEMENT STILL HAPPEN THANKS TO MEDINATV

MedinaTV was able to plan and coordinate a virtual Senior Awards and Commencement ceremony to honor the graduating class of 2020. Parents and family members were given the unique opportunity to actually hand out the diplomas to their graduate personally. It was a great undertaking by the staff of MedinaTV and we were proud to give the class of 2020 a great memory in a year of disappointment for them due to the pandemic. Each graduate was given a free copy of their graduation on a USB drive as a memory of their special day and over 7,500 people watched the live broadcast on Facebook..





# MEDINATV KEEPS YOU INFORMED AND BUILDS FOR THE FUTURE

ENHANCED PROGRAMMING AND RENOVATION PROJECTS KEEP YOU INFORMED AND ALSO LOOKS AHEAD TO THE FUTURE

MedinaTV is always looking for ways to get information out to our viewers and residents during these troubling times. Our messages from our Medina City Schools coach's and principals got over 25,000 views on Facebook. Shows from City Council like Coffee with Bill and Jess had a regular fan base of about 3,000 viewers per episode and provided a way for Council to reach each of the wards they represent during a pandemic. MedinaTV also provided updates on the reopening of the City Pool and the Medina Recreation Center to make residents feel safe knowing the City was talking proper safety precautions in reopening during this difficult times. MedinaTV also helped to provide coverage of banquets. Since large groups are not allowed to gather MedinaTV provided live coverage of virtual banquets for Medina Athletics and also for the Medina County Sports Hall of Fame. MedinaTV also provided a virtual touch to our election coverage and candidates forums providing for remote interviews and insight during our November election.

MedinaTV also helped in the renovation of the Medina City School Board of Education Meetings. Installing new technology in the PDC room of the High School has now provided the Board with a set location to conduct their meetings and the technology to provide the best quality video and information for the taxpayers. The pandemic also brought about changes to the City Hall Rotunda. Due to safety concerns caused by the pandemic MedinaTV was able to work to get the rotunda of City Hall renovated. This renovation was done in a quick timeframe with a lot of moving parts but the finished project shows that it was a project worth doing. The additional spacing, microphones, and remote technology now make the space a safe place to conduct business and now has the technology to adapt to any other changes this pandemic may cause.

It has been a challenging year for everyone and MedinaTV was glad to be there for our residents. This pandemic has shown us some new ways to conduct business and we look forward to continuing to serve our residents and viewers in 2021.





## **PARKS & RECREATION DEPARTMENT 2020 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 replaced fencing at Huffman Cunningham soccer fields for \$10,210.
- Replaced fencing Reagan 6 in partnership with MYBA for \$10,600. MYBA donated \$5,315. For the project reducing the total expense to \$5,315.
- Constructed new walking bridge and repaired handrail in Roscoe Ewing for \$11,000.
- Installed new playground equipment at Memorial Park for \$23,184. Also installed new security camera for \$3,921. Washed and stained the pavilion for \$2,150.
- Replaced and upgraded equipment at Fred Greenwood Park Splash Pad included but not limited to: 24" riser – sediment basin, catch basin, sensor, raised and repaired concrete for \$20,801
- Repaired and painted the gazebo at the Uptown Park for \$17,655.
- The Department purchased the following vehicles and equipment in 2020: Ventrac 4500P compact tractor, 22' tube top utility with trailer, two f250 trucks, Ventrac drop spreader and Western 8' pro plus snow plow for \$123,085. We were able to trade in 1 Ventrac and 1 Toro for \$11,000. This reduced the total expense to \$112,085.
- Utilized COVID-19 CARES Act Funding to purchase: a motion activated bollard at Fred Greenwood splash pad, touchless hand dryers, touchless toilets and faucets, and a floor cleaner, for \$38,149.
- Using CDBG Grant funds, installed new fitness equipment at Ray Mellert Park for \$19,237.
- Upgraded lighting at Sam Masi Park in partnership with the Miracle League of Northeast Ohio. The total cost of the project \$10,108. The Miracle League of Northeast Ohio donated \$7,662.24 bringing the expense to \$2,445.76
- To date, insurance has replaced items lost in the fire include a snowplow and a groomer. Cost \$8,723. Resulting clean up cost \$1,566.

#### **2020 Highlights**

- Developed a new tri fold brochure for Medina City Parks
- In partnership with Medina City Schools, painted and re-striped underutilized tennis courts at A.I. Root for pickle ball.
- Replaced playground equipment and parts at Huffman Cunningham Park.
- Replaced fence capping at Reagan Park.



## 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 Sam Masi Park and Jaycee Park.
- Installed IPEMA Certified playground mulch in playgrounds.
- Implemented new maintenance plans and continued regular departmental safety meetings.
- Collected trend data as part of our deer management plan
- Received a Clean Ohio Trails Grant to extend the multipurpose trail on E. Reagan Parkway from Larkens Way to N. Court Street
- 1,881 participants were registered with sports associations for various sports
- 19 pavilion rentals were scheduled and reserved in 2020. 9 refunded and 7 Rain Checks for 2021
- 45 events were scheduled at the Uptown Park
- 6 special events were held throughout various parks
- 5 Service Projects were completed during the year. One Eagle Scout Project was completed at Reagan Park installing trees.

### **2021 Plans to note**

- Continue annual tree planting program for parks
- Replace entry sign at Fred Greenwood Park and Liberty Park
- Complete paving of fitness trail loop at Ray Mellert Park- CDBG Grant
- Advertise, Bid, Award, and complete construction of E. Reagan Parkway Multipurpose Trail Project
- Plan and install nature trail connection from Jaycee Park to Gold Crest Drive
- Purchase and install new pool heater at Memorial Park Pool
- Design and plan Ray Mellert Park Dog Park and parking lot project.
- Install CXT Precast vault restroom at Sam Masi Park
- Finalize plans for replacement cold storage barn at Reagan Park

## **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 38 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 \$17,259 was spent purchasing replacement trees in 2020. These trees were planted in house by department staff.

## Forestry (Continued)

### 2020 Highlights

- Pruned 1,350 street trees
- Removed 97 street trees that were dead, diseased, dying, or had extensive storm damage
- Planted 156 trees as street tree replacements, improvements at city parks, public properties, and Spring Grove Cemetery
- Watered approximately 200 trees between June and September
- Continued pruning section 5 of the cyclic pruning cycle and started on section 1
- Fertilized approximately 25 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 350 volunteer/community service hours were worked within the department
- Created and filled the Full-time Tree Care Technician Position
- Fulfilled the requirements to receive the 38<sup>th</sup> Tree City USA Award the National Arborday Foundation

### 2021 Plans to note

- Complete section 1 and 2 of the 5 year cyclic pruning cycle and move on to section 3
- 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

## **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

- Replaced mailboxes
- Completed new columbarium wall for cremains
- Purchased a new string trimmer
- Purchased 6 new Altarnamats
- Upgraded lighting around shop and office

## Cemetery (continued)

- Upgraded all restrooms with touchless toilets, sinks, and hand driers using COVID-19 CARES Act Funding

### **2020 Highlights**

- Worked with the Friends of the Cemetery to implement the beginning stages of the drainage improvement work identified at Spring Grove.
- Straightened 20 small monuments at Spring Grove.
- The staff was responsible for selling 88 burial plots and reverting 3 lots back to the City
- The staff performed 33 cremation burials, 54 full internment burials, 1 baby burial, and 3 disinterment's.
- A total of 44 monument footers were poured. Of those, 23 were flush stones and 20 were upright monuments
- Removed 14 trees in Spring Grove Cemetery
- Worked with the Friends of the Cemetery to inventory all of the trees at Spring Grove, document and develop a management plan, and apply for Arboretum Accreditation through Arbnet.
- Completed one Eagle Scout project in collaboration with the Friends of the Cemetery in the Baby Section.

### **2021 Plans**

- Open columbarium wall for cremains and begin selling niche
- Work with the Friends of the Cemetery to complete maintenance items identified in the master plan.
- Work with The Friends of The Cemetery to complete drainage improvements Section 11&12 identified on the Spring Grove Storm Sewer and Drainage Analysis
- Identify a vendor and select a computer program for cemetery records.



# MEDINA POLICE DEPARTMENT

## 2020 ANNUAL REPORT

*Edward R. Kinney Chief of Police  
Dennis Hanwell Mayor*



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Medina, Ohio 44256  
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Mayor Hanwell and Members of Council,

Using the term “difficult” may be an understatement in describing the year 2020 for citizens of our community, The Nation and the Medina Police Department. The year started like any other, with hope and steadfastness; however, impending troubles soon came to rise and quick adaption was necessary.

The US Secretary of Health and Human Services declared the COVID-19 virus a public health emergency on January 31, 2020. Subsequently, President Trump declared a national emergency. On March 9, 2020, Governor DeWine declared a state of emergency for Ohio and issued orders to limit exposure to and stop the spread of the virus. In order to limit exposure to officers, The Medina Police Department responded to what was thought of as a temporary problem, with adjustments to our operation. Officers and staff began regimented and thorough sanitization of workspaces and police vehicles and officers began handling non-emergency calls over the phone, when appropriate. This new reality became a stark contrast to our standard, “community engagement” model of operation.

As if a pandemic in full swing was not enough, a tornado ravaged the central area of the city on the evening of April 7, 2020. The tornado caused severe structural damage to several residences throughout the city; some were destroyed. Our safety services performed admirably that evening by executing life saving measures to extricate a man who had been trapped in his collapsed house. Officers and Fire Fighters freed the man from the rubble using a fallen door. The man, suffering from substantial injury, was transported to Medina Hospital where he eventually recovered from his injuries.

Memorial Day weekend sparked the “summer of protest”. The Nation watched in dismay as a video circulated the globe showing a police officer pressing his knee into the neck of George Floyd, ultimately resulting in his death. Outrage and condemnation were swift. We witnessed cities across the United States begin to burn with fury, and rioting continuing for well over a month in several cities. The first weekend in June carried with it five protests and demonstrations to the Medina Square. The Medina Police Department was hurled into the adverse position of reassuring the business owners of the square their safety and protection while providing the same measures for citizens wishing to exercise their first amendment rights of speech and assembly. In conjunction with our law enforcement partners around the county a response plan was formulated and executed that provided peacefulness on both fronts. As expected, all five events concluded without violence or property destruction. Police Chiefs from around the County attended these events with the intentions of being accessible and receptive; listening to protesters, engaging in discussions, and sharing ideas. Furthermore, this community engagement generated partnerships with the minority community giving rise to valuable conversations of reform and police legitimacy. I attended several community meetings in which I discovered that questions regarding police department policies and practices in general and relative to our department were prevalent and at the forefront of

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interest. Consequently, I saw an opportunity to share information on these topics, as well as, remain accessible to answer questions from the community. Mayor Hanwell and I participated in two televised community roundtable discussions highlighting policing in our community and in The Nation. Pastor Ruffin of the Second Baptist Church initiated and facilitated these discussions. Pastor Ruffin has championed an effort locally to unify our community, and I have committed to an enduring partnership with him to provide a better community for ALL residents.

On March 5, 2020, two of our officers were awarded the Acts of Courage Award by the American Red Cross for their heroic efforts in saving two lives during an apartment fire. Officers Matthew Martincin and Christopher Deeks responded to an apartment fire on Birch Hill Drive in the early morning hours of June 12, 2019. Upon arrival, the officers discovered two occupants trapped in a second-floor bedroom. The officers, thinking quickly, removed a ladder from a vehicle parked near-by. The officers safely evacuated the two occupants through the window using the ladder. Incidents such as this reinforce our ongoing collaboration and training programs with the Medina Fire Department.

Withstanding the challenges of our time, our officers, dispatchers and staff continue to serve a beleaguered community efficiently and honorably. The entire Medina Police Department will rise to maintain our strong commitment to community oriented service to Medina and Lafayette Township residents into 2021 and beyond.

Respectfully submitted,



Edward R. Kinney  
Chief of Police

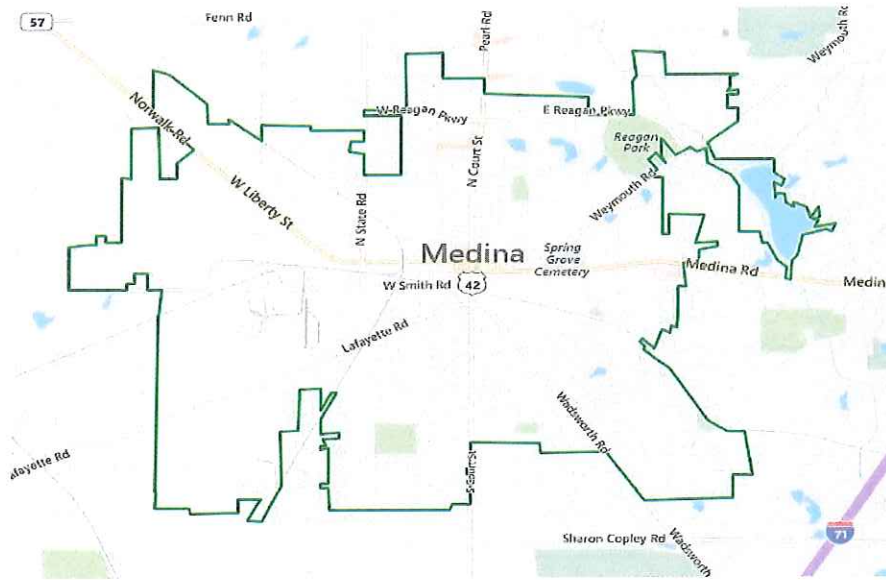




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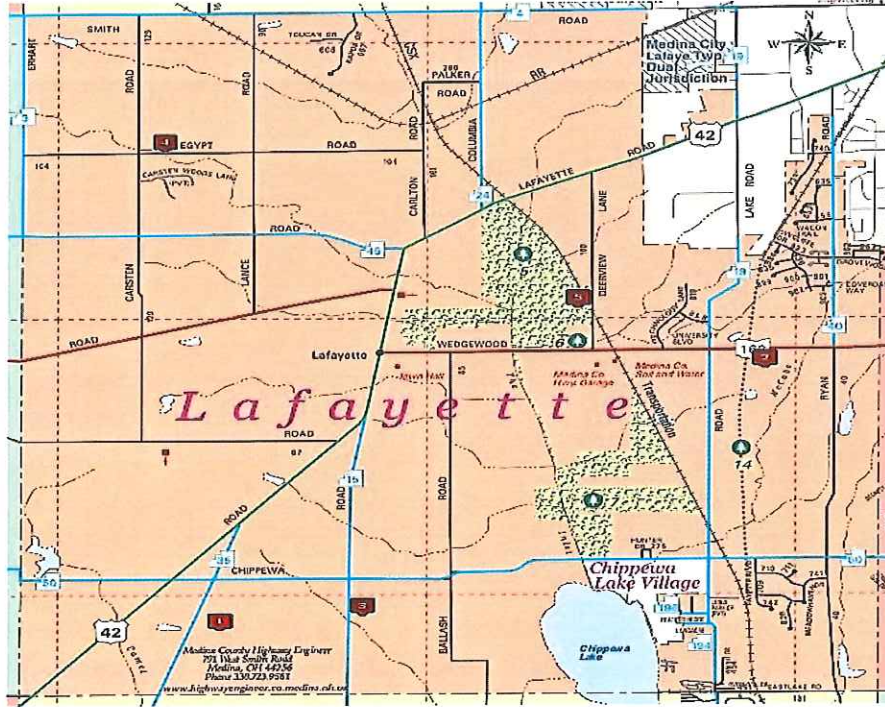
# City Profile



<p><b>City Motto</b></p> <p>Preserving the Past. Forging the Future.</p>	<p><b>Ohio Flag</b></p> 	<p><b>City Logo</b></p> 
<p><b>2020 Estimated City Population</b></p> <p>26,095</p>	<p><b>Founded</b></p> <p>1808</p>	<p><b>Incorporated</b></p> <p>1835 Village 1952 City</p>
<p><b>Square Miles</b></p> <p>11.6</p>	<p><b>Second Largest city in Medina County</b></p>	<p><b>Fifty-eighth most populated city in Ohio</b></p>
<p><b>Transportation Assets</b></p> <p>Rail Airport</p>	<p><b>Estimated Medina County Population</b></p> <p>179,746</p>	<p><b>School District Enrollment</b></p> <p>6,847</p>



# Lafayette Township Profile



<p><b>Lafayette Township Population</b></p> <p>5,825</p>	<p><b>Square miles</b></p> <p>22.9</p>	<p><b>Borders</b></p> <p>Southwest side of the City of Medina</p>
<p><b>Largest natural lake in Ohio</b></p> <p>Chippewa Lake</p>	<p><b>Technology Park</b></p> <p>Medina County University Center University of Akron</p>	<p><b>Settled</b></p> <p>1820</p>

## 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
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/SRO	2013
Michael Lyon	Officer/K9	2013
Derek Crooks	Officer	2014
Michael Wovna	Officer	2014
Christopher Deeks	Officer	2014

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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
Vanessa Craiu	Dispatcher	2020
Natalie Santivasci	Administrative Assistant	2011
Lyndie Gillihan	Records	2013
Monica Juka	Records	2014
Jeanne Masters	Records	2015
William Pavlick	Parking Attendant	2018

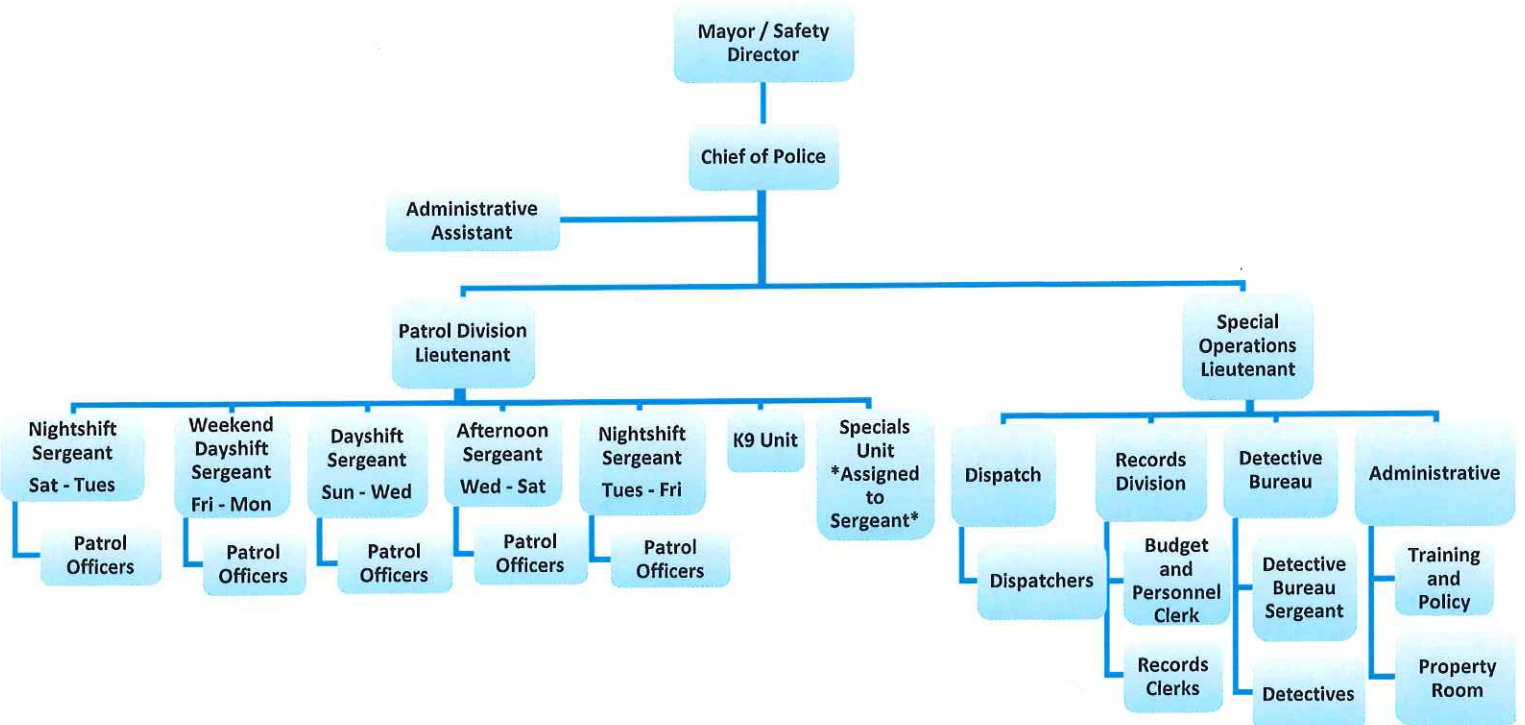


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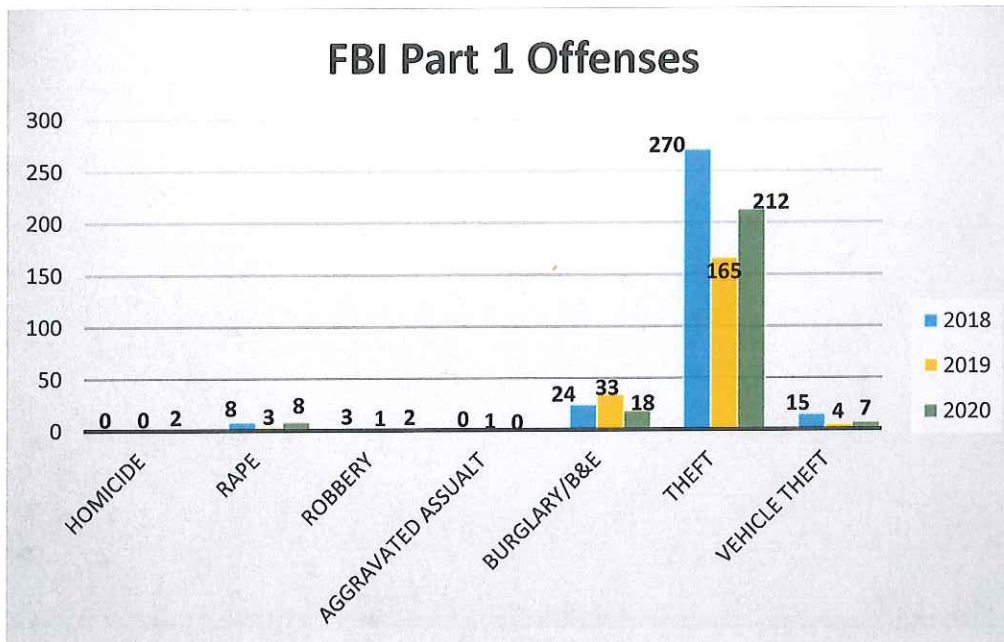
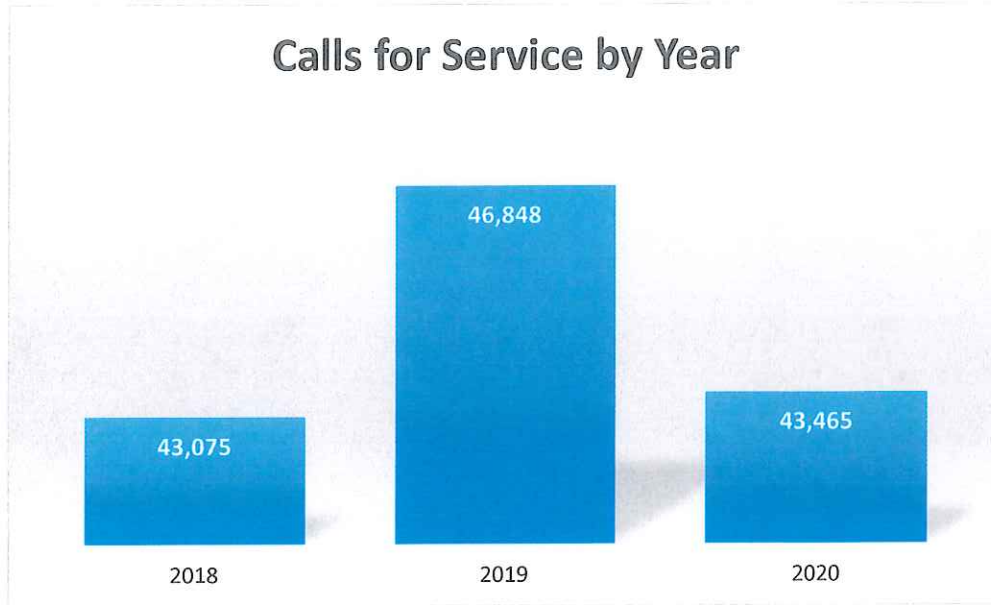
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# Organizational Chart



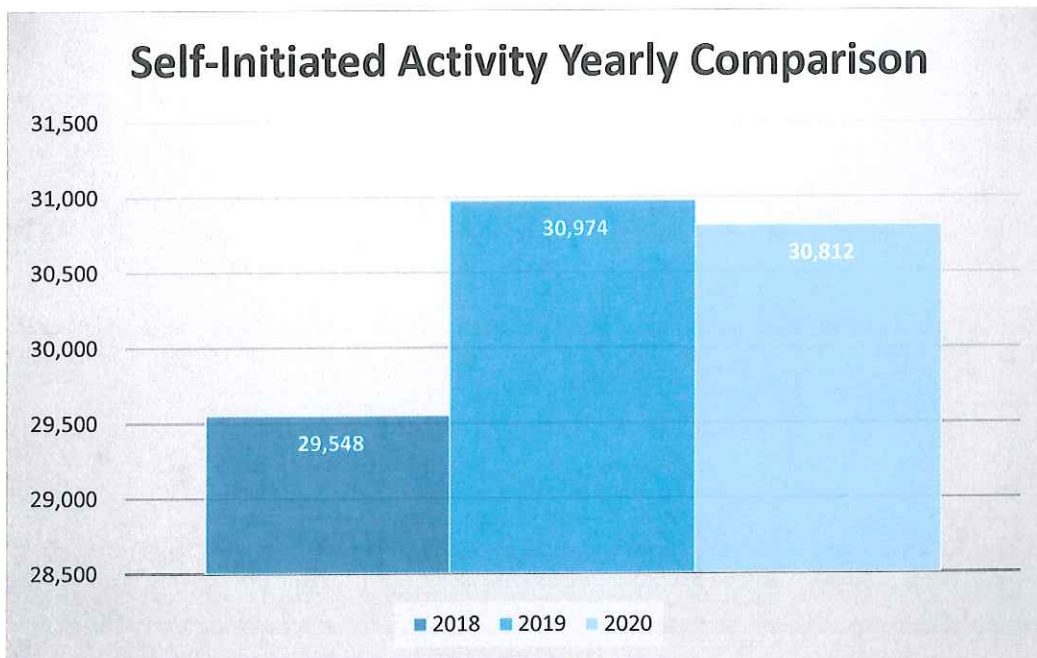
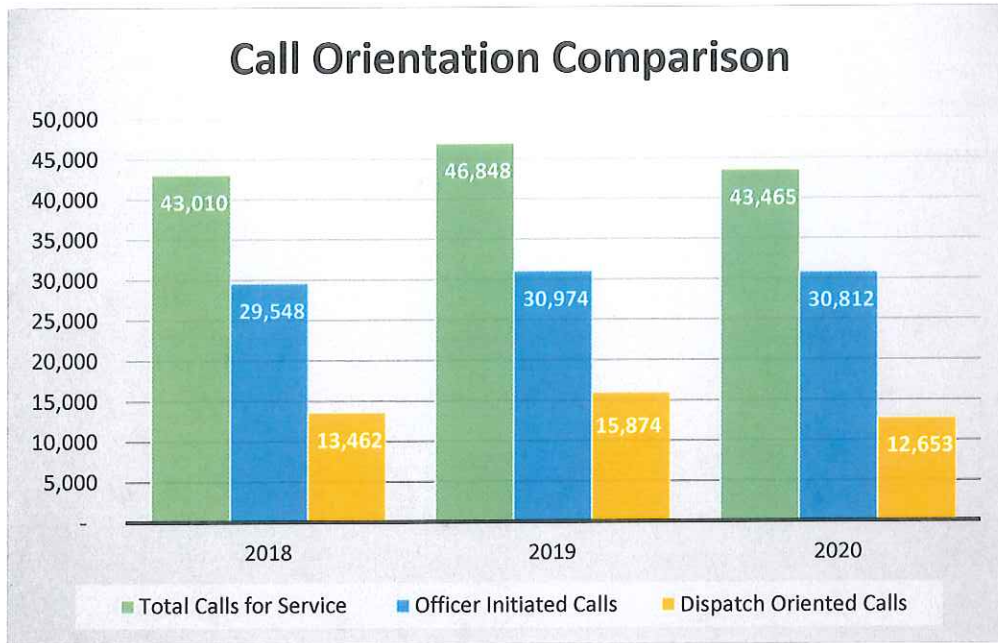
## Department Statistics



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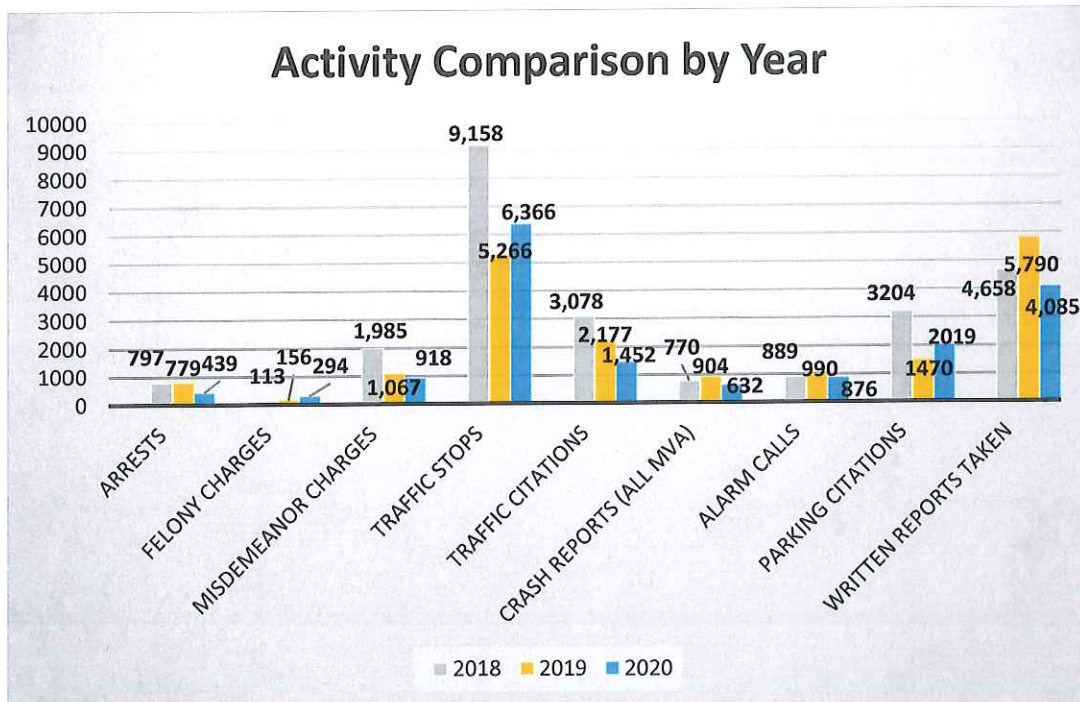
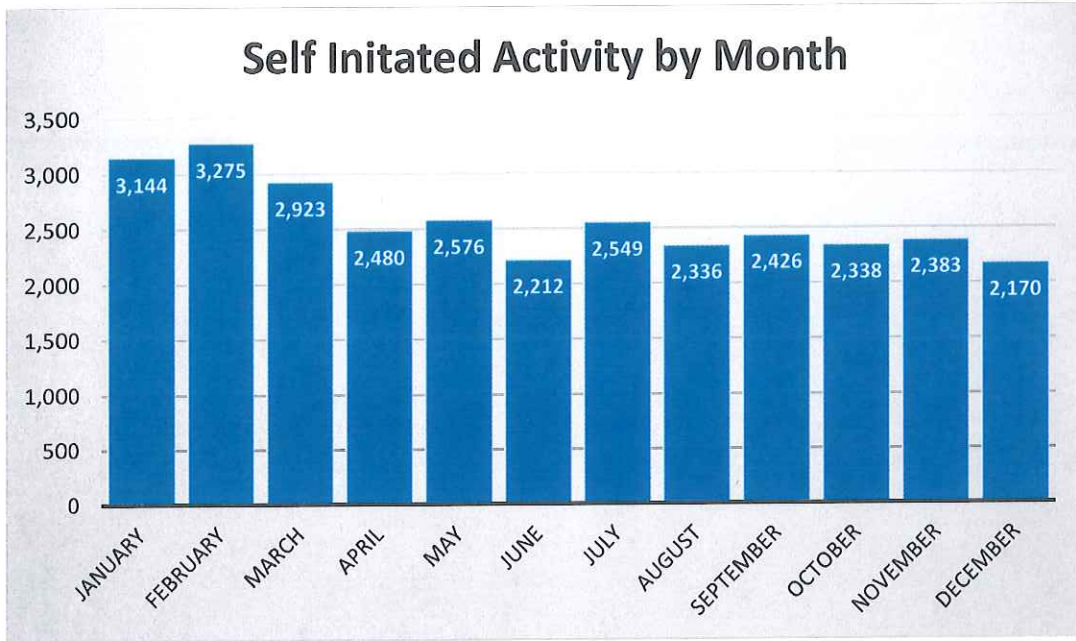
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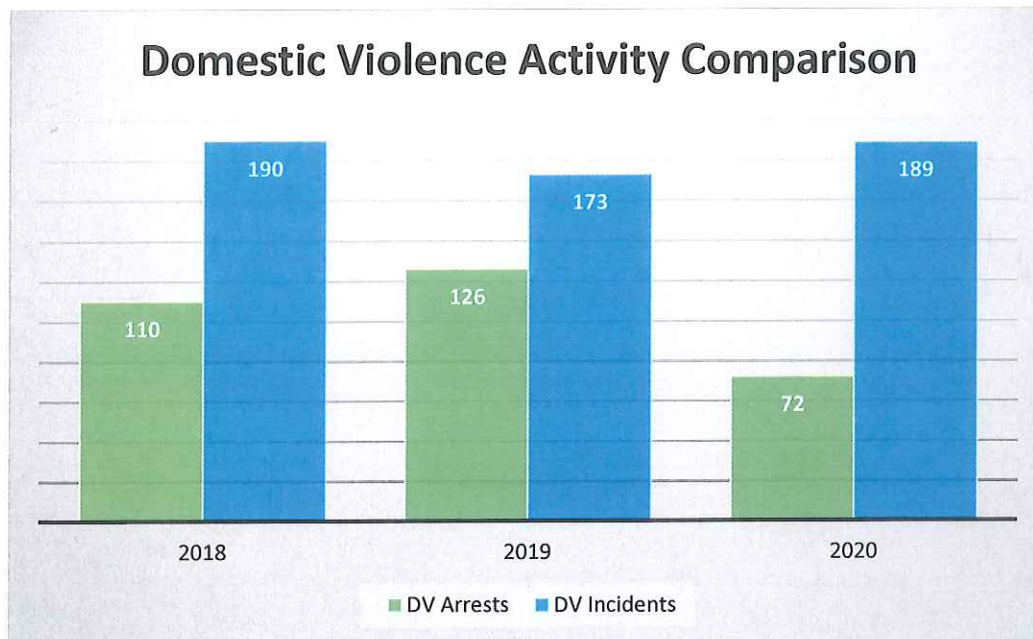
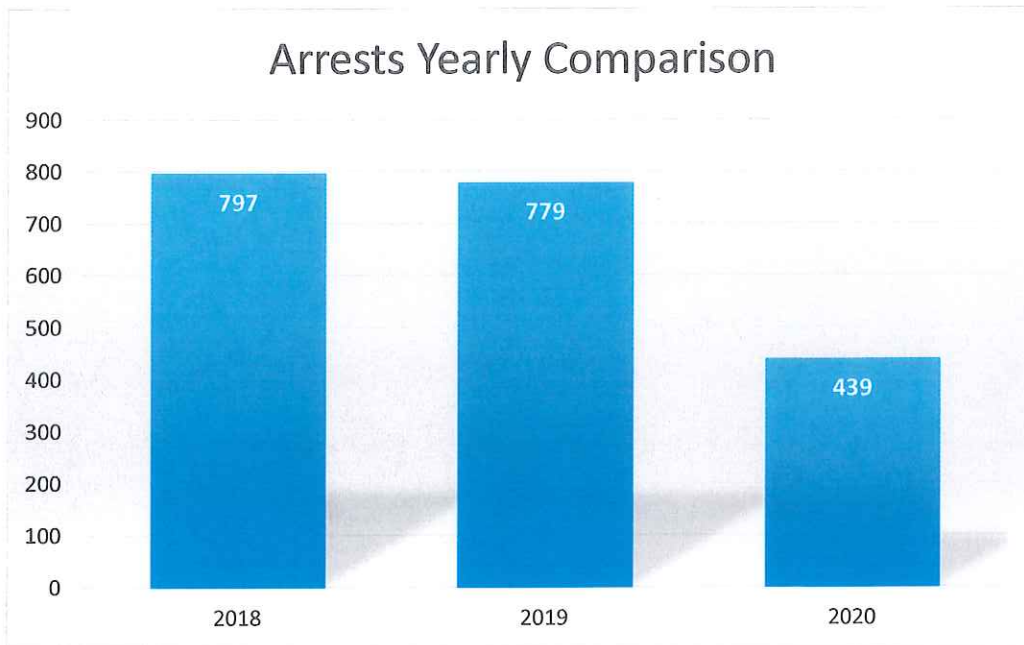
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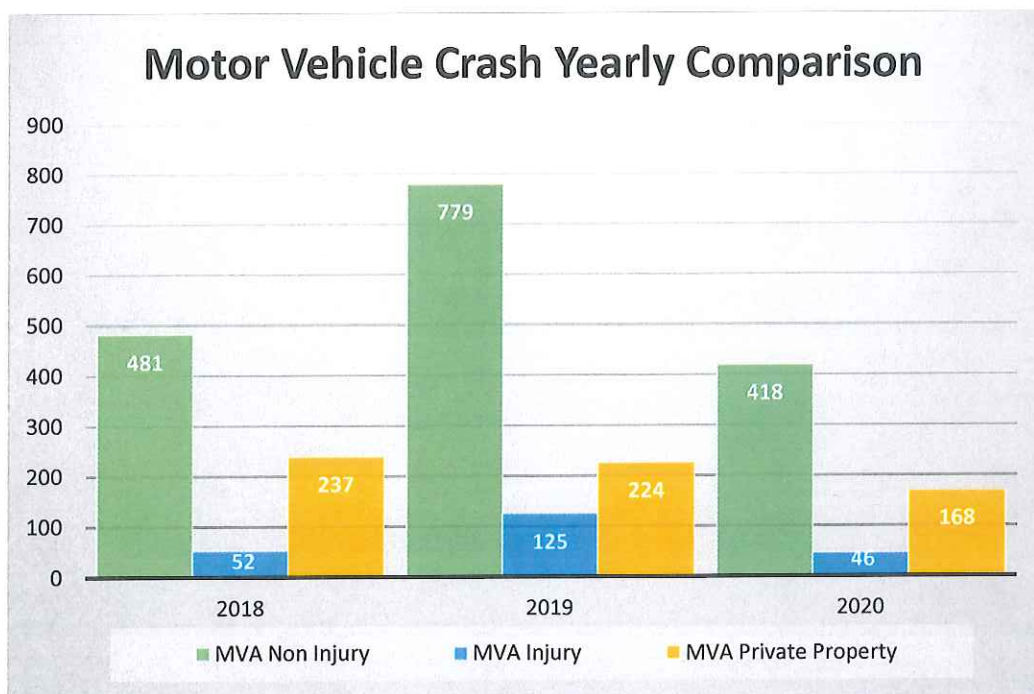
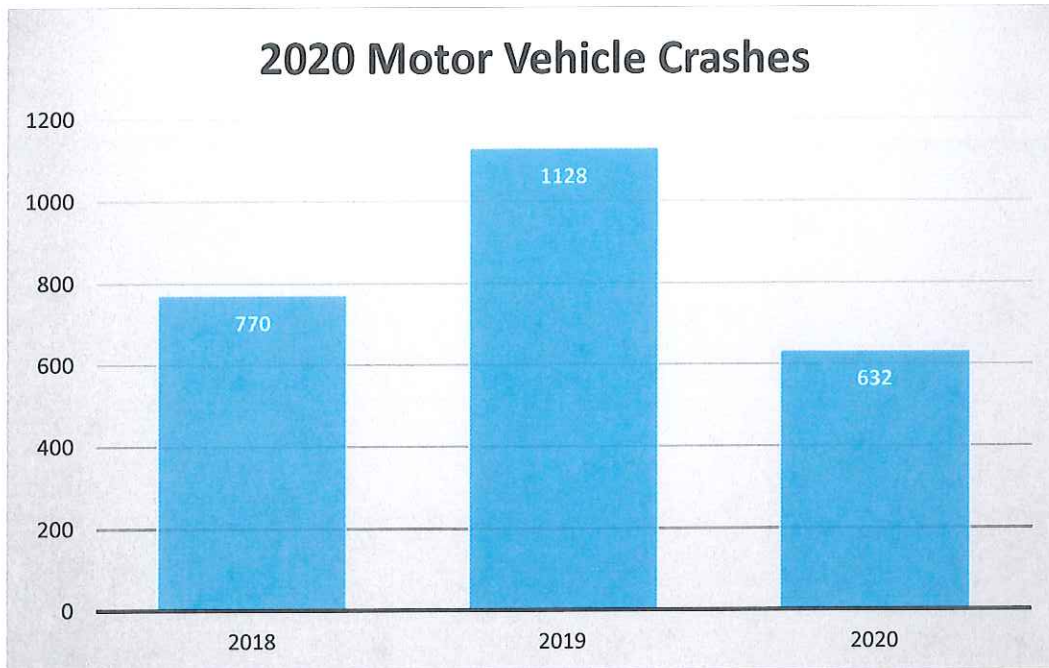


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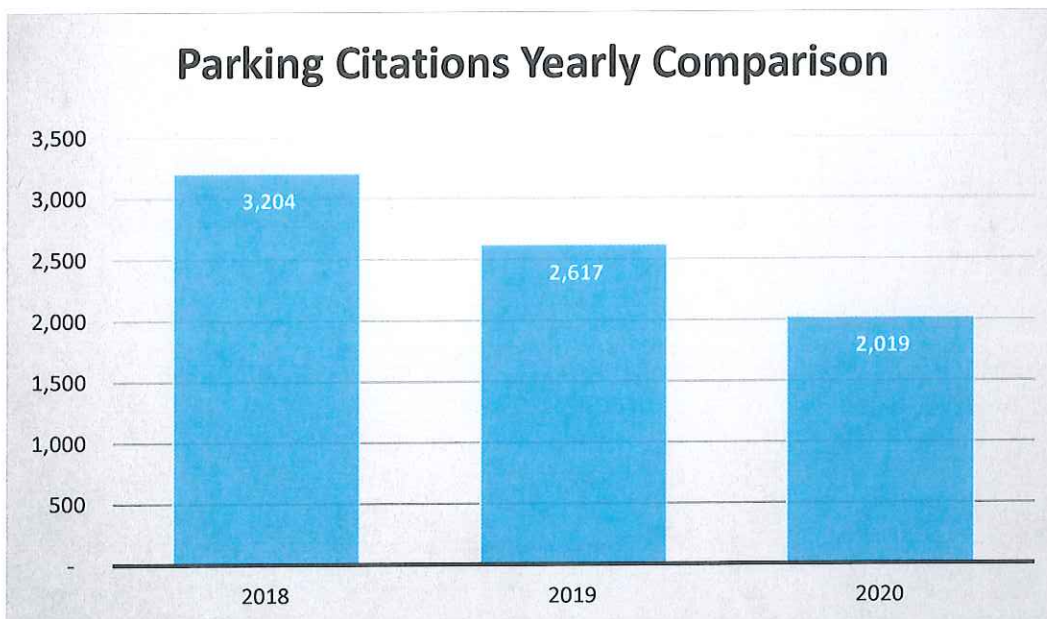
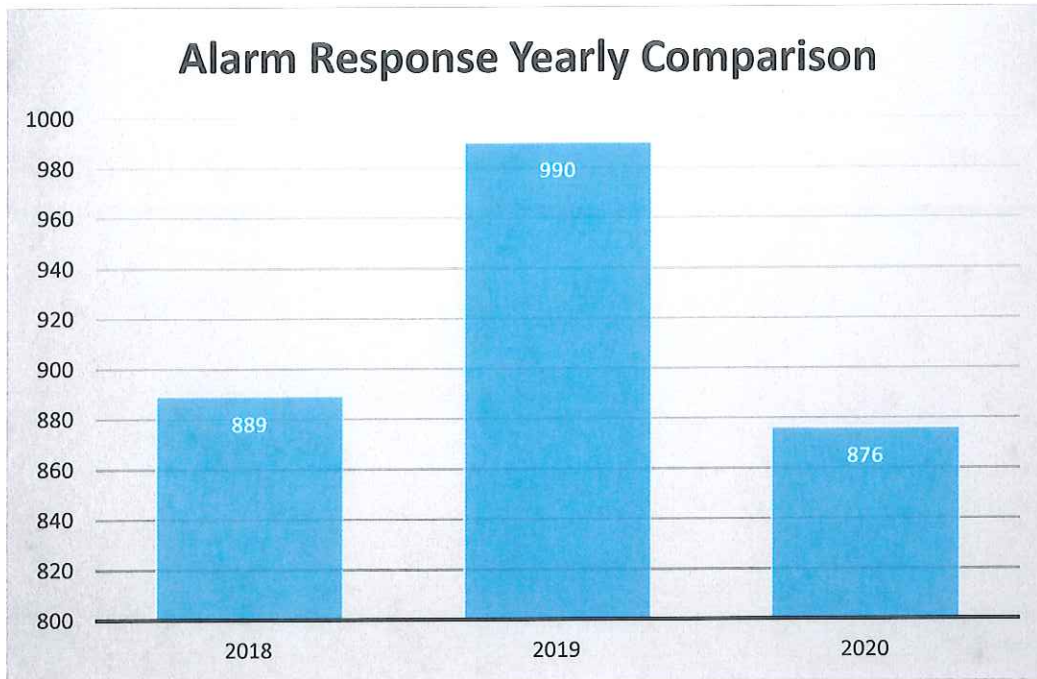




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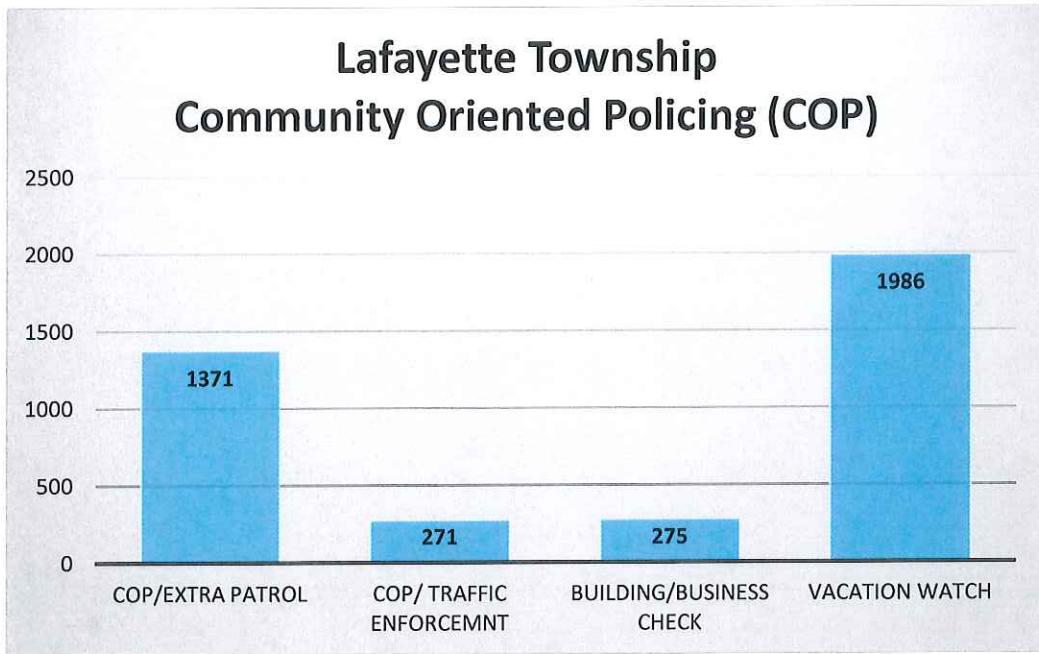
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**Lafayette Township Police Service –**

Medina Police Department provides contractual police services to Lafayette Township. In 2020 over six thousand of the total number of the MPD calls for service originated in Lafayette Township. A glimpse of activity highlighting Community Oriented Policing is reflected in the chart below.



## *Patrol Division*

The uniformed patrol division is the first to represent the Medina Police Department, the City of Medina and Lafayette Township 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 and assisting on LST and fire calls. The patrol division consists of 38 fulltime officers and is commanded by Lieutenant Scott Marcum.

In 2020 officers learned to police at a distance, which is in strong contrast to our community oriented policing philosophy. Officers worked diligently to keep a social distance and wear a mask at all times, they began handling non-emergency calls by phone, and kept to stringent vehicle cleansing. Unlike previous years, officers were called upon to mediate situations involving masks and curfews. This year presented many challenges for our patrol division and has proven to be a learning experience for the entire community.

In response to the conditions of our time, officers were trained in civil unrest and de-escalation techniques. Countless hours were expended in planning and training for planned protests on and around the square. The entire police department staff worked through the weekend of protests in early June and many officers were forced to work overtime to cover citizen calls for service while the remaining force contributed to police representation at the protests. We are proud to claim that no arrests or violent incidents occurred in the three days of protests in early June.

As we head into 2021 officers look forward to transitioning back to our community oriented policing model, but will rise to meet the higher standards and expectations initiated by the circumstances of 2020.

## *Accountability*

### **Discipline –**

The Medina police Department strives to hold our officers to a high level of accountability. Our department had one incident of discipline in 2020. An officer received a written reprimand for not using lights and siren while responding to an emergency call for service. There were no issues involving dishonesty or criminal activity.

### **Pursuits –**

Deciding whether to pursue a motor vehicle is a critical decision that must be made quickly and under difficult and unpredictable circumstances.

Officers must remember that the most important factors to the successful conclusion of a pursuit are self-discipline and sound professional judgement. An officers' conduct during the



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course of a pursuit must be objectively reasonable; that is to say, “what a reasonable officer would do under the circumstances”.

The Medina Police Department had five vehicle pursuit incidents in 2020. All five pursuits were reviewed. The corresponding incident report, video footage and any evidence was collected and analyzed.

All five vehicle pursuit incidents were in compliance with Medina Police Department Policy Manual, 314 VEHICLE PURSUITS.

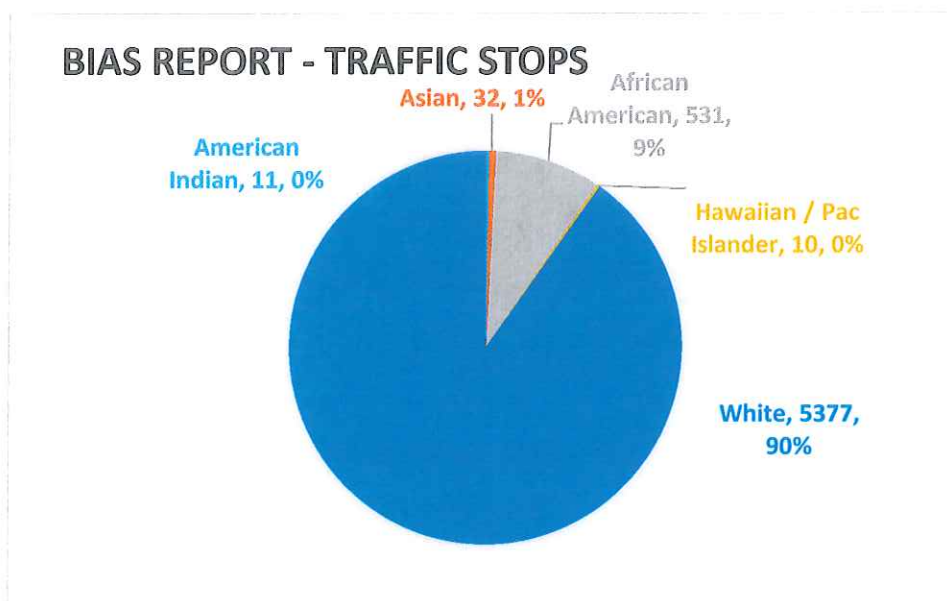
**Use of Force –**

The Medina Police Department recognizes and respects the value of all human life and dignity without prejudice to anyone. Vesting officers with the authority to use reasonable force and to protect the public welfare requires monitoring, evaluation and a careful balancing of all interests.

The Medina Police Department had eleven Use of Force incidents in 2020. All eleven use of force incident were reviewed. Similarly to the review of Vehicle Pursuits the process includes analyzing corresponding incident reports, use of force reports, video coverage and all evidence to determine compliance. Ten of the eleven incidents complied with Medina Police Policy 300.4 REPORTING THE USE OF FORCE.

In one incident an officer was issued a letter of reinstruction on the TASER policy and procedure.

The eleven use of force incidents in 2020 are represented in the following demographics by race and sex; 8 White Males, 2 White Females, 1 Black Female.



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**K9 Stats –**

Canine Deployments reduced during the course of 2020 due to COVID-19 protocols. Community oriented events involving the Canine team were cancelled and the usual “pop-up” community engagement activities were suspended in order to mitigate risk of spreading the virus. Traffic enforcement was also reduced due to COVID-19 protocol, which effected the number of requests for the Canine team, however, Nero did add valuable assistance to the Medina Police Department with two successful tracks and maintain his effectiveness as a resistance deterrent.

The decreased need for Canine team assistance allowed additional time for Officer Lyon and Nero to train on a regular basis. This additional training helped fine-tune Nero’s skills and maintain his abilities to prepare for return to a high volume of deployments. Officer Lyon and Nero are looking forward to 2021 with hopes of returning to their full capacity.

Officer Lyon and Nero were deployed 54 times in 2020 with two successful trackings, they made 20 traffic stops, and 12 arrests.

**School Resource Officers-**



The Medina Police Department provides two full-time School Resource Officers (SRO) that work within Medina City School District. Working under the command of Lieutenant Dave Birckbichler, SRO Nicholas MacLarren is assigned to 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 maintaining a safe and positive learning environment for students and staff.

These school resource officers are responsible for any incidents that occur within the respective school(s) they cover. Occasionally, they collaborate 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 liaison between students and the Medina Police Department patrol staff by establishing a non-confrontational environment.



Our SRO’s work 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



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MacLarren and Roland recognize the importance of mentoring youth at risk. They work diligently to build rapport with students, and take extra time to provide guidance to those students with special needs.

These two officers embrace a comprehensive approach to student wellness and school community by assisting with after school activities and county wide youth activities with Medina Community Police Activities League. Officer Roland plans and organizes Medina Police Department's involvement in the Shop with a Cop program, and both SRO's attended the event.

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.

### **SWAT-**

Medina Police Department provides three officers to the dedication of the Medina County SWAT team which is comprised of numerous county agencies. Our SWAT team members attended the following SWAT Team trainings:

January –Use fo Force Legal Update, building clearing, range

February - Tactical Combat Casualty Care, Defensive Tactics

March – No training due to COVID-19

April – Residential building clearing / force on force

May – Range

June – Riot / crowd control

July – Case Law Update, yearly distraction device certification, force on force scenarios

August – Open area searches with drone team and K9's

September - Two day training at Tactical Defense Training in Uhrichsville, OH, range,  
Shoot house

October – Search warrant scouting, briefing and execution, vehicle assaults / takedowns

November – Combined training with summit County SWAT, bus assaults, large scale  
Active shooter scenario at Tinkin Company in Canton

December – Range, vehicle takedowns, open area searches at night

### **SWAT Team Activations in 2020**

**March 3<sup>rd</sup> - 126 N East, Medina-** – Patrol responded for a welfare check and the subject pointed a handgun at them from inside the residence. The subject eventually surrendered to negotiators and was taken into custody by SWAT.

**March 25<sup>th</sup> – 4072 E. Smith Rd, Montville Twp** - a man barricaded himself inside his pick up truck and blacked out all the windows with paint. The male fired several shots from inside the vehicle. The male eventually surrendered to negotiators and was taken into custody by SWAT.



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**March 31, - Brunswick** - SWAT executed an arrest warrant on a subject who made threats to government employees in Medina. The male was arrested without incident.

**June 6 & 7 – Medina Square** - SWAT was staged for protests. SWAT intervention was not needed.

**August 6 – 605 Lafayette, Medina** – SWAT called out for double homicide. SWAT team cleared the residence, finding two deceased subjects. SWAT was later deployed to West Salem for a large area search for the suspect. The suspect was eventually located and arrested by Wayne County deputies.

**November 23 – 156 Heatherhedge, Chippewa Lake** – Male fired multiple rounds inside and outside his residence and threatened to shoot deputies. The suspect eventually exited his house and was arrested by SWAT.

### **Community Outreach -**

#### **Shop with a Cop-**

The Medina community sustained strong support for the Shop with a Cop program in 2020. The Shop with a Cop event prevailed despite the restrictions indicative of our time. The Medina Police Department was represented by fifteen departmental members and hosted seventeen children. The Fraternal Order of Police Lodge #204 hosted a drive-thru celebration that would continue to spread the spirit of Christmas. Members of agencies from around the county lined the route offering flare, music, goodies, smiles, waves, and cheering. Mr. & Mrs. Clause ended the experience by presenting the wish list gift and a jubilant HOHOHO! The Medina Police Department is happy to be a part of this event and the goodness it cultivates. We are thankful for the generosity of our community for the outpouring of donations and support.

#### **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.

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**Social Media Presence-**

Social media is used by the Medina Police Department to establish a bond with the community. Facebook allows the police department to communicate out to the community regarding department updates, crime help and information relative to our community. Facebook followers rose in 2020 to 19,586. Stay in touch and remain up to date with the most current department information and community offerings via our Facebook page in 2021.

## DetectiveBureau

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 throughout the investigative process and through court proceedings.

The Detective Bureau is generally staffed by one supervisor and three detectives. Detectives rotate through a weekly on-call schedule throughout the year.

In 2020, 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.

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

A detective is currently assigned to work as a liaison with the Medina County Drug Taskforce. Working in that capacity, the detective assisted with over 30 investigations, obtained 5 search warrants, performed 145 hours of surveillance and made 10 arrests

In 2020, 422 cases were forwarded to the Detective Bureau. Cases are triaged prior to being assigned which allows detectives to prioritize solvable cases with actionable leads or evidence over cases with a low probability of being solved. More than 104 cases were presented to the grand jury resulting in over 105 felony charges. More than 50 search warrants were obtained along with countless requests for grand jury subpoenas. Detectives also filed 45 juvenile charges.

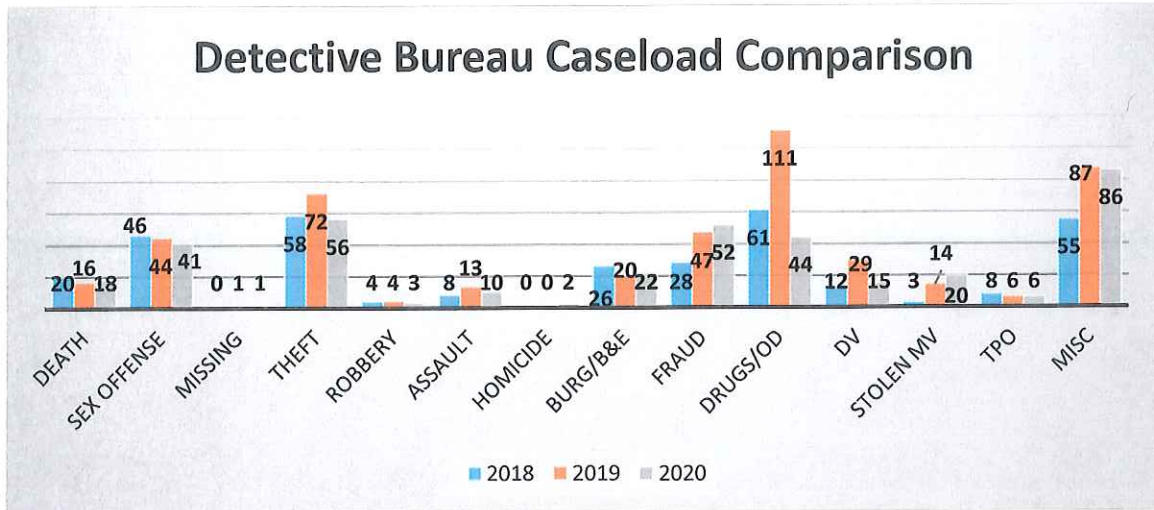




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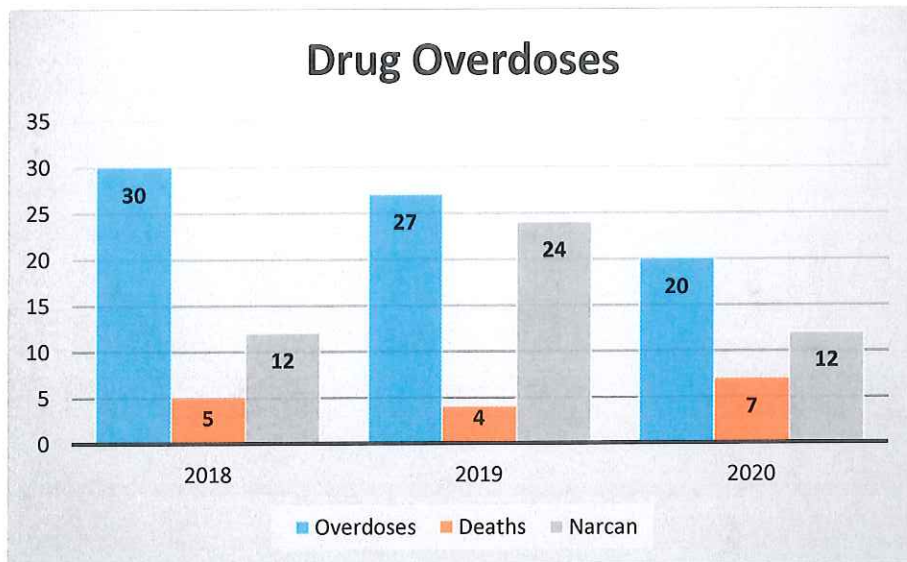
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## *Opioid Information*

Overdose investigations declined in 2020 compared to 2019. Medina Police Department investigated twenty reports of an overdose. Medina officers deployed Naloxone twelve times to aid lifesaving measures of an overdosing person. Seven deaths occurred due to an opioid related overdose in 2020.

Working In line with the Good Samaritan Law Medina Police Department served six immunity letters to persons that overdosed advising them of their duties in seeking immunity.



## Communications

The Medina Police Department Communications Center, commanded by Lieutenant Dave Birckbichler provides dispatch and telephone services for Medina Police and the Medina City Fire Department, and contractual dispatch services to the Montville Police Department, Medina Township Police Department and the Cleveland Clinic's Life Support Team. Additionally, the Communication Center serves as the point of contact for all City services outside regular business hours since it operates 24 hours every day of the year.



Currently, ten full-time personnel are authorized and assigned to the communications center which puts the Communication Center in line with the Ohio Revised Code (Sections 5507.1.05) mandated minimum requirement of two tele communicators to be on duty and available to receive and process calls at all times.

In 2020 the Communications Center was equipped with a second radio system to the existing Harris structure allowing interoperability to reach outside Medina County. The incorporation of the MARCS radio platform has greatly enriched the Medina Police Departments range of communication and provides increased collaboration with, not only Medina County public safety agencies, but, also agencies of neighboring counties.

A new recording system for radio and telephone communication was also added to enhance capabilities. Continued onward progress will be a catalyst for future improvements to include an increased video capabilities and replacing end-of-life radio equipment.

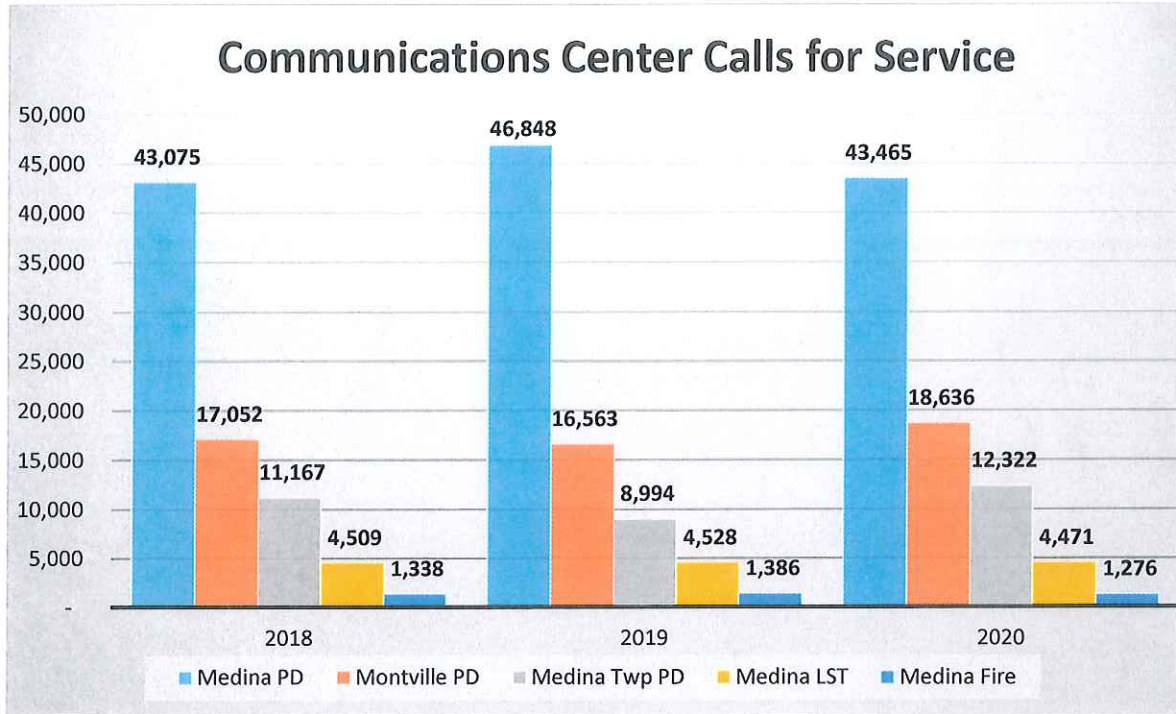
In 2020 the Medina Police Department Communication Center received and handled 418,426 telephone and radio calls. The following graph displays an analysis of calls for service by each of the agencies the Communications Center supports.

At the leading edge of public safety, the First-First Responders continue to improve their skills as technology is upgraded to best serve the residents and visitors of the City of Medina, Lafayette Township, Medina Township and Montville Township.

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## 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.

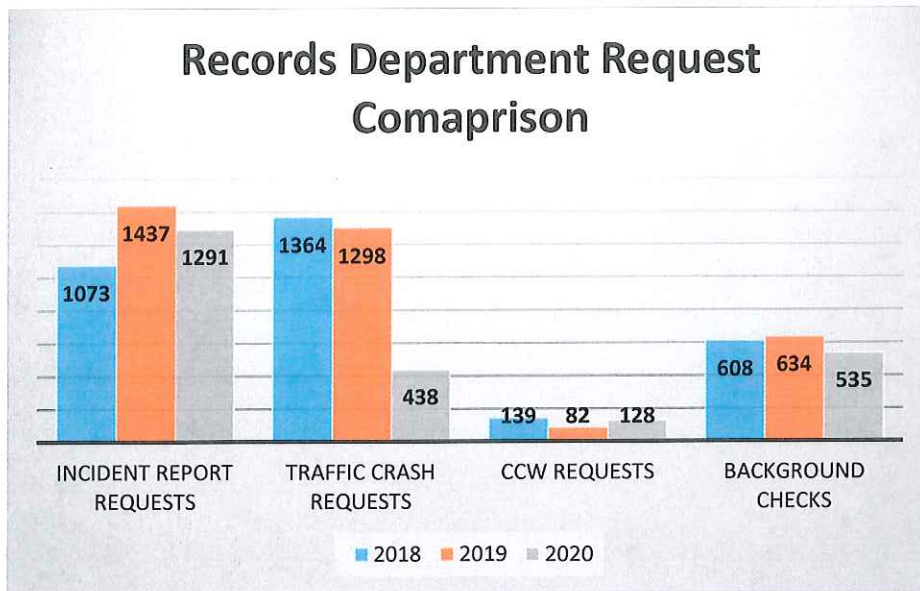
The Property Room is managed by a part-time officer under the command of Lieutenant Dave Birckbichler. The officer devotes 29 hours a week to the department’s continuous flow of property and evidence. Support may be provided by Records department personnel and intermittent volunteers when necessary and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

### Property Room Activity 2020

	<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>2020</u>	1061	342	156	1505	1664	44
<u>2019</u>	1217	497	219	949	955	49
<u>2018</u>	1176	467	216	1348	1368	94

## Records Division

The Records Division employs one full-time and three part-time employees, under the supervision of Lieutenant Dave Birckbichler. Records staff serve as a support to all the divisions of the Medina Police Department, to many collaborating agencies and to the public. All police records, to include many forms of citations, car and body camera video, electronic recordings such as, radio communication and 911 calls are all processed, stored and disseminated by the Records Staff. In addition, records personnel assist in state mandated reporting of accidents, towed vehicle tracking, domestic violence reporting, maintenance of parking violations, false-alarm notifications and vacation watch tracking. Records staff keep to the department retention schedule by organizing, filing storing and preparing all forms of records for destruction. They assist the public daily by fulfilling public records requests, issuing solicitor registration licenses, issuing bicycle licenses, and as a vast source of general information. The records division is an essential entity in communicating and processing records throughout the judicial system and in meeting the needs of the public.



## Police Specials Unit

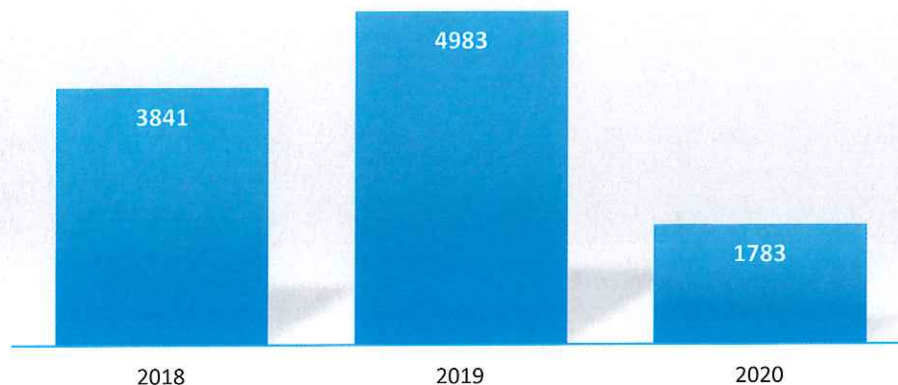


The Medina Police Department “Specials Unit” was established in April of 1958. At that time, nine members of the community formed the volunteer unit to assist and supplement the Medina Police Department. Over the years, the unit has grown and evolved, but one aspect remains the same; the members of the unit continue to donate thousands of volunteer hours to the community and the police department. Our Special’s Unit is consisted of 22 members in 2020. Eleven members being OPOTC state certified and held to the same standards for training as a full-time officer. The remaining nine 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 2020 members volunteered over 1,500 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 provides security and traffic control at most community and school events. This year’s events were more sparse but, included protests and demonstrations on and around the square. Many of these events could not be held without the presence of Specials Unit volunteers. The members of the Special’s Unit will continue their long dedicated history of serving the community into 2021.

### Specials Unit Hours Yearly Comparison





## Sanitation Department Year End Report 2020

During the year 2020, the City of Medina Sanitation Department transported and disposed of waste at multiple locations in Medina, Wayne and Portage 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, The Medina County Liverpool Waste Water Treatment Plant and Digester in Liverpool Township and Congress Lake Farm in Portage County.

Located in Medina County is the Medina County Central Processing Facility. Here, The Sanitation Department disposes of Residential, Commercial and Industrial solid waste, as well as Residential Yard Waste. Many financial changes occurred at this facility on January 1, 2020. The changes made were, raising the tip fee from \$44.50 per ton to \$50.00 per ton, raising the yard waste tip fee from \$0.00 per ton to \$21.00 per ton and eliminating the .75% bill reduction for prompt payment every month. As a result, The City is now paying \$5.50 more per ton and not receiving a \$.35 per ton reduction on the tip fees. This was a 13.15% increase from what the department was paying the previous year. In the 2020 calendar year, the department disposed of 25,125.88 tons of solid waste and 419.56 tons of yard waste at the facility. The total fees paid to the Medina County Solid Waste District were \$1,265,545.26.

In 2020, The Sanitation Department continued their curbside yard waste recycling program. From the end of April 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. Through everyone's efforts, the department diverted 419.56 tons of yard waste from going into the landfill, a 52 percent increase from 2019.

With growing interest in landfill diversion, Industrial customers are investing more time and efforts into organics recycling. In 2020, The Sanitation Department transported and disposed of 1019.25 Tons of organic waste to the anaerobic digester in Liverpool Twp. and 54.26 tons to the City of Wooster. Additionally, The City hauled 473.08 tons of vegetable-based organic waste to Congress Lake Farms in Portage County, where it is mixed as part of a total mixed feed ration for cattle.

In 2020, the City collected 217.02 tons of cardboard. The cardboard was dumped at the Medina County Central Processing Facility at no additional charge to The City.

The Sanitation Department had 14 outside haulers register for the 2020-2021 year to be able to haul trash within the City limits of Medina.

During the 2020 year, The Sanitation Department delivered 65 roll-off containers to residential and commercial accounts within and outside of the City of Medina for temporary use.

As of December 2020, the City maintains 23 permanent business roll-off containers with pickups being on a scheduled basis for most of the businesses.

In September of 2020, The Sanitation Department purchased a new, 2019 Mack TE64R chassis with a Heil front load body for commercial rubbish collection. The purchase price was \$278,896.64 from Bell Equipment Company of Gahanna, Ohio through the Sourcewell cooperative purchasing contract.

The Sanitation Department provides 7,570 residential homes with curbside pickup each week. Additionally there 1114 commercial units that utilize curbside pickup every week as well. Some receive service multiple times throughout the week. (Commercial units also include condo complexes within the City and Brookdale Mobile Homes.)

The Sanitation Department currently rents 431 front load dumpsters to 331 Commercial account holders that receive service from 1 to 6 days a week. The city also provides the same rear load service to 114 Commercial customers that utilize 165 rear-load style dumpsters and 4 businesses that utilize 96-gallon tipper cans.

On April 7<sup>th</sup> 2020, The City of Medina experienced extensive damage from a tornado through the center of town. The Sanitation Department worked many long hours helping with the cleanup of the city. We hauled away over 600 cubic yards of storm debris to Smith Bros. Inc. On Marks Road, where they let The City dispose of it free of charge.

## 2020 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
- Sign Maintenance
- Traffic Signal Maintenance and Repair
- Line Striping
- Storm Sewer Maintenance and Repair

### **Snow and Ice Control:**

The City has a comprehensive snow and ice plan designed to keep the roads and walkways safe. Prioritization of roads for snow and ice removal is based on traffic volume with consideration for access to emergency services, public transportation, and schools.

Commencing January 1, 2020, the Street department responded to twenty four (24) overtime calls to address snow and ice concerns. The Street employees applied 2,581 tons of Road Salt ending the 2019/2020 winter season with a total cost of \$196,969.00. The cost per ton participating in the ODOT contract was \$76.32 p/ton. The contractual obligation of 90% of the allocation was satisfied for the aforementioned winter season.

### **Signs:**

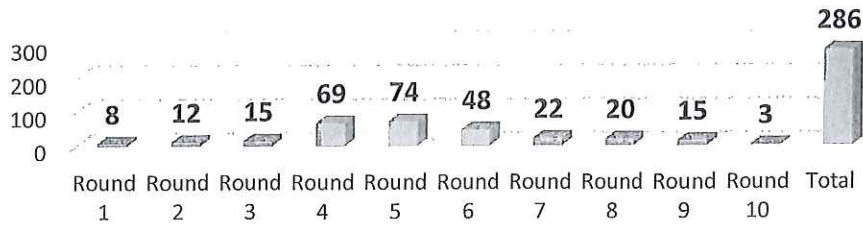
Street department employees installed and/or replaced one hundred- four (104) Informational and Enforcement Signs. There were eighteen (18) signs reported stolen with an additional forty-one (41) damaged by vehicles. The Department purchased a computer operated sign making machine in 2018 that has given the City the ability to readily produce signs which resulted in significant cost savings for sign related expenditures since that time.

### **Leaf Pick Up:**

The 2020 Leaf Program began on October 20<sup>th</sup> and terminated on December 11<sup>th</sup>. The crews collected and transported an estimated 1,119 ton of leaves. The Leaves were delivered to two area vendors that recycle/compost the material. The following charts display totals for Leaf pickup over the last two years.

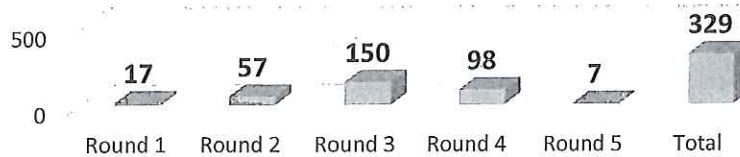


### 2019 Leaf Season Totals (Loads)



2019 Estimated Leaf Total Tonnage: 950 tons

### 2020 Leaf Season Totals (Loads)



2020 Estimated Leaf Truck Total Tonnage: 1,119 tons

#### Street Cleaning:

The Street Sweeper completed multiple trips throughout the City in 2020. Crews were dispatched on numerous occasions responding to spills, debris cleaning, as well preparation for scheduled events on the Square. The material generated from Sweeping activity must be disposed of in a special Landfill. The reported amount of street debris collected in 2020 was 189.1 tons.

#### Street Maintenance and Repair:

Street Department completed numerous street, curb and sidewalk repairs throughout the City. The affected areas are prioritized by noted hazards, failures, and inspections. The disturbed areas were restored upon completing the same.

#### Asphalt Patch repair:

Street crews placed 106.94 tons of asphalt patch material in various areas of the City. This material is utilized for the temporary repairs of potholes, excavations in pavement, sidewalks and curbs. There has been a significant decline in asphalt material used due to the Street resurfacing and reconstruction projects completed in recent years.

### **Traffic Signal Maintenance and Repair:**

In 2020, there were six (6) traffic control poles struck at various intersections involving semi-trucks resulting in approximately \$43,758.00 in damages. Two of the six reported incidents were reimbursed a total \$24,523.00 due to the drivers being identified. The four other incidents remain unsolved. Street department employees performed minor repairs to the City Traffic Signal System and pedestrian crosswalks. The majority of work conducted on the Signalization system was completed by a contracted vendor. Additionally, the annual Traffic Monitor and Pedestrian System testing is also performed by an outside contractor.

### **Line Striping:**

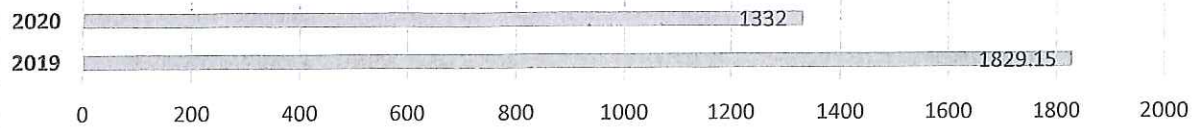
The City prepares and awards an annual bid for the Street Pavement Marking Program. This program allows for the painting of centerlines, edge markings, directional arrows and other related markings. The majority of the work in 2020 was completed on the State Routes located within the City limits. There was a total of 233,437 linear feet of roadways painted this year.

### **Storm Sewer Repair:**

The Street Department completed several catch basins repairs and manhole installations. Street staff also inspected existing headwalls for proper drainage of storm water. Street crews have been utilize the Sewer Jet truck and Sweepers for the storm mainline and Inlet basin cleanout. This resulted in the removal of 53.79 tons of debris from the Storm sewers. There are approximately 1,408 inlet basins and 693 man holes that are inspected and cleared of debris. A repair list is generated and prioritized for basins and manholes in need of repair for the upcoming season.

The department utilizes a contractor to assist in cleaning, televising, and grouting areas of the Storm sewer infrastructure. Grouting is an effective measure when encountering Storm sewers in need of repair that are either under pavement or require a deep excavation. There was a total of 1,332 gallons of grout utilized to seal approximately 1,892 linear feet of Storm sewer mainline. Crews responded to eight (8) after hour calls related to flooding of Streets, properties, and/or structures. The calls were due to heavy rainfall and in some instances improper drainage.

### STORM MAINLINES GROUTED (GALLONS USED)



### LENGTH OF PIPE GROUTED



#### Miscellaneous work performed:

- The Street department removed and replaced fourteen (14) Street Light luminaries within the historic district. This project was funded in part by the State Capital Grant.
- Street personnel picked up twenty seven (27) dead deer as well as numerous other wild and domesticated animals.
- The Street department assists other city departments with staffing needs, equipment, and material when necessary.
- Staff recently began treating department vehicles and equipment with an EPA approved non-hazardous-non-toxic oil spray. This practice, and the continual washing and cleaning will prevent the accelerated corrosion of the fleet and extend their value and use to the City. Vehicles and equipment are treated yearly on an ongoing basis.



## City of Medina

### Vehicle Maintenance 2020

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 \$75.00. 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 equipment from Medina Township.
- 17 Explorer Police Interceptors and 7 Detective automobiles
- 6 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 2020

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 2020  
Water Department

1. Service Disconnections due to non-pay:

Jan	20	(+ 0 non-sufficient funds)
Feb	12	(+ 0 " )
Mar	18	(+ 0 " )
Apr	0	(+ 0 " )
May	0	(+ 0 " )
June	0	(+ 0 " )
July	0	(+ 0 " )
Aug	10	(+ 0 " )
Sept	24	(+ 0 " )
Oct	11	(+ 0 " )
Nov	28	(+ 0 " )
Dec	1	(+ 0 " )
<b>TOTAL</b>	<b>124</b>	<b>0</b>

(Service Disconnections suspended from April through July due to Co-Vid 19 Pandemic)

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

Jan	43/4	July	18/2
Feb	14/23	Aug	21/5
Mar	14/14	Sept	23/12
Apr	6/23	Oct	10/5
May	14/20	Nov	14/3
June	26/4	Dec	4/17

TOTAL: 207 residential / 132 commercial

3. Water Permits:

5 Water Service permits issued in 2020  
(3 Commercial taps, 2 Residential taps)

4. Backflow Prevention Testing

Total: 1,102 Testable Containment  
Backflow Prevention Devices in system  
1,063 Total # tested in calendar year 2020  
38 devices on inactive connections  
Performed 190 on site surveys.  
Did testing on 35 City own backflow devices.

5. Microbiological Contaminants

Routine:	409
Repeat:	3
Special:	<u>15</u>
<b>TOTAL</b>	<b>427</b>



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) 22 samples, Assessment Monitoring 2 (DBP) 40 samples  
 Assessment Monitoring 3 (cyanotoxins) 48  
 TOTAL 110

8. LEAD AND COPPER SAMPLING

TOTAL 30

9. Yearly Pumpage @ Spieth Road Station

1023.298 Million Gallons

10. Hydrants

Total Flushed: 1,492 of 1682  
 Repaired: 28  
 Replaced: 0  
 Removed: 0  
 Inactive: 0  
 Painted: 16  
 Flow Tests: 7

11. Water Breaks Total: 35

Gates Mills 815	Jan-20	C.I.	6	treelawn
N Huntington 118	Feb-20	C.I.	6	concrete street
Concord 1032	Feb-20	C.I.	8	treelawn
Weymouth 870	Apr-20	C.I.	8"	asphalt street
S Broadway @ Grant	Apr-20	C.I.	4"	brick street
S Broadway @ Grant	Apr-20	C.I.	contractor hit corp on 4"	brick street
Kenner 911	Jun-20	C.I.	8	treelawn
Prospect @ Blake	Jun-20	C.I.	4	asphalt street
S Broadway @ Lafayette	Jun-20	C.I.	4	asphalt street
E Washington 991	Jun-20	C.I.	8	asphalt berm
N East @ E Friendship	Jul-20	C.I.	4	concrete street
N East 131	Jul-20	C.I.	4	concrete street
Baxter 412	Jul-20	C.I.	4	treelawn
Woodland 235	Jul-20	C.I.	8	concrete street
Weymouth 855	Jul-20	C.I.	8	asphalt street
Weymouth 727	Jul-20	C.I.	8	asphalt street
Granger 3939	Aug-20	C.I.	10	Asphalt apron/treelawn
Blake 515	Aug-20	C.I.	6	asphalt street
Pine 522	Aug-20	C.I.	6	concrete street
Pine 522	Aug-20	C.I.	6	concrete street
Falling Oaks 675	Sep-20	C.I.	8	treelawn
Weymouth 4560	Sep-20	C.I.	10	treelawn
Weymouth soccer fields	Oct-20	D.I.	8	treelawn
Weymouth soccer fields	Oct-20	D.I.	8	concrete drive apron
Weymouth soccer fields	Oct-20	D.I.	8	treelawn

S Court 623	Oct-20	C.I.	4	asphalt street
Wadsworth @ Sturbridge	Nov-20	D.I.	8" V bonnet bolts	treelawn
N East 240	Dec-20	C.I.	4	concrete street
Cardinal 284	Dec-20	C.I.	6	treelawn
Harding @ N Jefferson	Dec-20	C.I.	6	concrete street
Guilford @ E Smith	Dec-20	C.I.	8	concrete street
N Court 514	Dec-20	C.I.	4	asphalt street
N Jefferson 216	Dec-20	C.I.	4	concrete street
N Court 527	Dec-20	C.I.	4	asphalt street
E Friendship 324	Dec-20	C.I.	4	asphalt street
Ridge @ N Harmony	Dec-20	C.I.	6	treelawn

12. BOIL ORDERS: Issued for water breaks/water line projects necessitating testing  
0 for 2020 Calendar Year

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

Total: 9,200

Jan	630	July	644
Feb	566	Aug	660
Mar	818	Sept	598
Apr	1190	Oct	698
May	1058	Nov	566
June	780	Dec	972

14. WORK ORDERS (Finals/Restores) Totals: 654/63  
(Finals: changes in billing service/ Restores: instituting billing service)

Jan	36/5	July	62/5
Feb	41/3	Aug	57/4
Mar	53/10	Sept	61/4
Apr	56/9	Oct	72/6
May	47/9	Nov	52/0
June	59/5	Dec	58/3

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

Repair/replace curb boxes:	37
Replace curb stops:	7
Replace lead services:	0

16. VALVE AND VALVE BOX REPAIRS

Valve repairs:	8
Valve replaced:	1
Valve installed:	1 (12" Inserta-Valve)
Valve box repairs:	44
Valves exercised:	638

17. Landscaping from water breaks: 39 (including restoration for new services that were part of the S Broadway St. Project)

18. BUILDING, EQUIPMENT, and SYSTEM MAINTENANCE

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

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

Upgrade PLCs at Spieth, Fair Rd., Koons Ave., pump stations

Replaced Fair Rd. generator batteries

Worked with DRV Incorporated to troubleshoot and repair VFDs at Spieth, Fair Rd, and Koons.

Replaced and rebuilt chlorine feed lines and regulators at SRBPS

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

Daily checks and flushing as need to maintain chlorine residual during

Weymouth Rd. Culvert Project.

Continued updating Valve Box Books from edited scans of water projects

Started with iamGIS to map all of the City's assets.

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

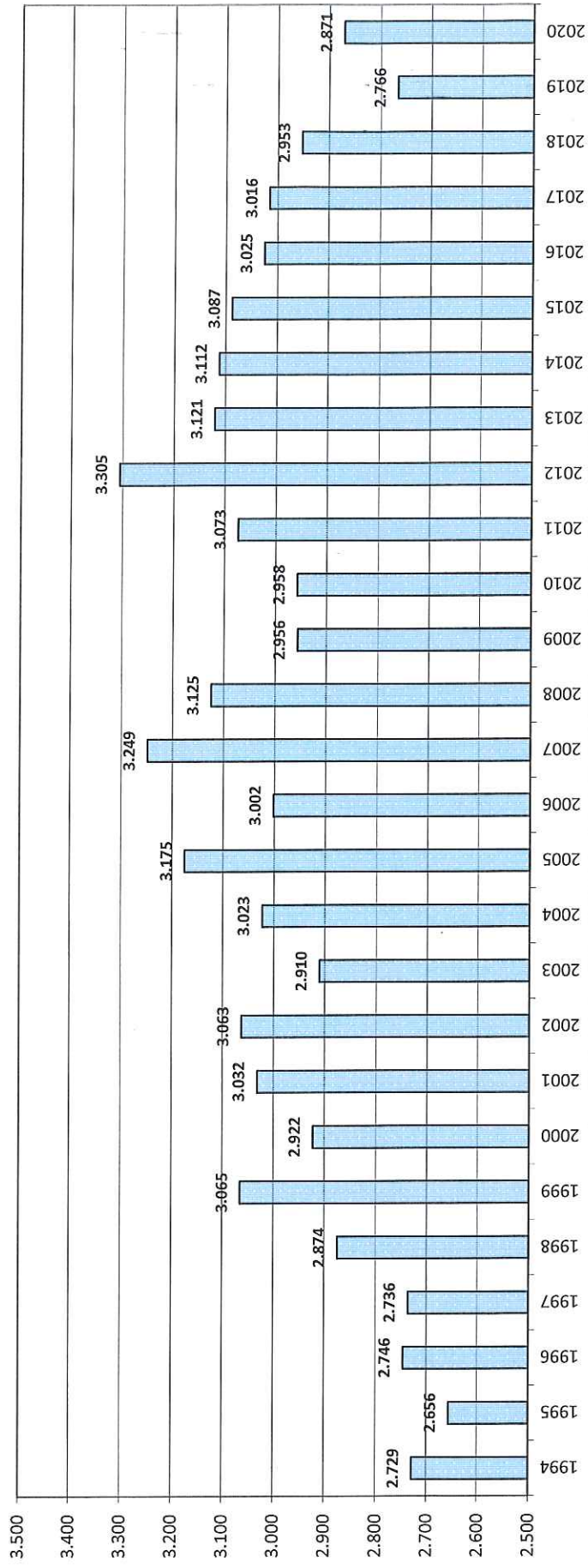
Worked with contractor to paint fill pipe and dry interior of South Court Tank.

Drained and cleaned Koons Tank for inspection.

Had Inserta-Valve installed at 1035 Wadsworth Rd on 12" main to provide Distribution system options.



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



Series1

**Total Water Breaks Per Year  
(through 2020)**

