

FINANCE COMMITTEE AGENDA

August 25, 2025

Finance Committee (6:00 p.m.)

1. Assignment of Requests for Council Action
2. 25-155-8/25 – Amend Ord. 162-22, Municipal Deer Control Permit Fee
3. 25-156-8/25 – Adopt Citizen Participation Plan – Community Development
4. 25-157-8/25 – Adopt Residential Anti-Displacement & Relocation Assistance Plan
5. 25-158-8/25 – Extend Parking Agreement with Medina Supply – Comm. Development
6. 25-159-8/25 – Accept Grant Funding – Veteran's Treatment – Municipal Court
7. 25-160-8/25 – Uncollectible Utility Account Write-off
8. 25-161-8/25 – Fund Transfer - Special Assess. Bond Retirement Fund Balance
9. 25-162-8/25 – Amend S&B Code, Section 31.13 (1)(J) – Police
10. 25-163-8/25 – Adopt Medina County All-Hazards Mitigation Plan – Fire Dept.
11. 25-164-8/25 – 2025 City Auction
12. 25-165-8/25 – Increase P.O. #25-1375 – Rescue Painting – MCRC
13. 25-166-8/25 – Vacate City R-O-W from SFX Church Property
14. 25-167-8/25 – Budget Amendments
 - a. 2025-031 – Parks
 - b. 2025-032 – Misc.
15. 25-168-8/25 – Fund Transfers – Unclaimed Monies
16. 25-169-8/25 – Fund Transfer – Annual Parking
17. 25-170-8/25 – Accept Easements – Prospect St. Bridge
18. 25-171-8/25 – Contract Adjustment Medina Municipal Courthouse
19. 25-172-8/25 – Medina Meow Fix Funding Request
20. 25-173-8/25 - \$50,000 Exp. to Next Step Up Shelter
21. Executive Session: (collective bargaining negotiations)

REQUESTS FOR COUNCIL ACTION/DISCUSSION

Finance Committee

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- 25-169-8/25 – Fund Transfer – Annual Parking Fund
- 25-170-8/25 – Accept Easements, Prospect St. Bridge
- 25-171-8/25 – Contract Adjustment, Medina Municipal Courthouse
- 25-172-8/25 – Medina Meow Fix – Funding Request
- 25-173-8/25 - \$50,000 Exp to Next Step Up Shelter

OK
D. Hanwell
8-8-25

REQUEST FOR COUNCIL ACTION

No. PCA 25-155-8/25

FROM: Dennis Hanwell/Jansen Wehrley ^{JW}

DATE: August 8, 2025

SUBJECT: Amend Ordinance 162-22

Committee: Finance + Council

SUMMARY AND BACKGROUND:

Respectfully requesting Council authorization to remove Section 2 from Ordinance 162-22 in its entirety. This section was originally included with the Ordinance to defray expenses incurred with the management of the Municipal Deer Control Permit process. In order to keep costs down for potential applicants we would like to eliminate this section.

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

See attached.

Estimated Cost: N/A

Suggested Funding:

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

Emergency Clause Requested: YES

Reason: Applications will be accepted August 18 with Season opening on September 27

Ord. 138-25
8-25-25

ORDINANCE NO. 162-22

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

- WHEREAS:** White-tailed deer are considered a keystone species, known for affecting other organisms in an ecosystem. They are browser, meaning they eat all forms of plant material including seedlings, leaves, buds, flowers, fruit, bark, young trees and branches. Without the presence of keystone predators, like mountain lions, wolves, and black bears, the uncontrolled overpopulation of deer threatens the natural environment. Left unchecked, the forest and other property become over-browsed of favorite deer species, such as Oak trees, flowers, and other plants degrading yards for property owners and forests for park patrons to enjoy now and into the future. The white-tailed deer population in urban areas has grown to unmanageable numbers; and
- WHEREAS:** As a consequence thereof great financial loss has been suffered by public and private property owners, in the destruction of plants, flowers, trees and other edible landscaping; and
- WHEREAS:** Deer/vehicle accidents increase annually and threaten the lives and property of all those who travel by vehicle on our streets and highways; and
- WHEREAS:** While hunting in the City of Medina is prohibited, the exploding regional deer population requires deer management efforts; and
- WHEREAS:** This Council finds that the existing circumstances constitute an ongoing and serious nuisance which must be abated for the public health, safety and welfare; and
- WHEREAS:** The Mayor and Administration, working in conjunction with ODNR and in coordination with other similarly situated municipalities, seek to establish a "nuisance abatement initiative" to allow for the liberal issuance of permits from both the ODNR and the municipal police department (deer damage control permits) with the consent of an upon the application of property owners seeking relief; and

WHEREAS: It is therefore necessary to amend the Codified Ordinances of the City of Medina, Part Five General Offenses Code, Chapter 505 Animals, Section 505.11 Hunting Prohibited to permit the limited hunting of white-tailed deer by cross bow or long bow under terms and conditions established by the City.

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

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

505.11 HUNTING PROHIBITED

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

- (a) The hunting of animals or fowl within the Municipality is prohibited. No person shall hunt, kill or attempt to kill any animal or fowl by the use of any other means, except as follows:
 - (1) The limited hunting of white-tailed deer by crossbow or longbow may be permitted within the City under the following terms and conditions:
 - (a) The Mayor or his designated representative may, in his sole discretion, issue a Municipal Deer Control Permit to an archer applicant to allow only bow-hunting (long bow and crossbow) of white-tailed deer;
 - (b) The permit is limited to areas deemed safe by the Mayor or is designated representative by State and licensed hunters or property owners who have provided proof of successfully passing a hunter education course, or other pre-approved equivalent type of safety training on such forms and subject to such rules and regulations as the Mayor or his designated representative may prescribe.
 - (c) Written permission from the property owner(s) has been obtained;
 - (d) Compliance with all laws, rules and regulations of the City and State is required;
 - (e) All applicants shall agree, in writing, to defend release and indemnify the City for any negligent acts committed by the applicant;
 - (f) Any other requirements as deemed necessary to preserve and protect the health, safety and welfare of the residents as determined solely by the Mayor or his designated representative.
 - (g) The Mayor or his designated representative is hereby authorized to promulgate any and all rules and regulations necessary to carry out the provision of this section and all other rules and regulations necessary to insure public health and safety.
 - ~~(h) Trapping of wild animals may be permitted only:
 - i ~~When done in accordance with the state laws and regulations for nuisance wild animals set forth by the Chief of the Division of Wildlife, or~~
 - ii ~~During the statewide trapping season when done in accordance with state laws and regulations as set forth by the Chief of the Division of Wildlife only after receiving a Municipal Wildlife Control Permit.~~~~
- (b) Whoever violates any provisions of this section is guilty of a misdemeanor of the first degree and shall be subject to the penalty provided in Section 501.99.

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

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


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

SEC. 5: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 6: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: September 12, 2022

SIGNED:


President of Council

ATTEST:


Clerk of Council

APPROVED:

September 14, 2022

SIGNED:


Mayor

Finance Committee
Monday, February 24, 2025
6:00 p.m. Medina City Hall – Council Rotunda

In attendance: John Coyne – Chairman, J. Shields, D. Simpson, P. Rose, R. Haire and Chet Simmons. N. DiSalvo was absent.

Also present: Mayor Hanwell, Greg Huber, Keith Dirham, Patrick Patton, Kathy Patton, Jarrod Fry, Kimberly Marshall, Dan Gladish, Sarah Crawford, Chief Walters, Jansen Wehrley, Chief Kinney, Darin Zaremba, Holly Becht, Cindy Lastuka, Tammy & Rick Kirby and Andrew Dutton.

1. Assignment of Requests for Council Action

2. 25-042-2/10 – 2024 Carryforward Request

Keith Dirham stated this is the unspent appropriations. Monies saved up. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

3. 25-045-2/24 – Fund Advance Request

Keith stated this is an advance for a grant - Brownfield. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

4. 25-046-2/24 – Budget Amendments

a. #2025-007

Keith Dirham explained the first two are for the advance they just did for that grant. The others are a grant for railroads, economic development as contractual service increase and then a repayment of an advance for the West Smith Rd. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

5. 25-047-2/24 – Feasibility Study / Proposal – Fanning Howey – MCRC

Jansen Wehrley explained they are looking at doing a feasibility study to add a turf area onto the west end of the field house at the rec center. There is a great need in the community. Mr. Coyne asked if we amended the ground lease? Jansen stated he believed it was an addendum to the ground lease. John asked if this was a joint project and if the schools would be paying for some of it? Jansen is still researching everything as he doesn't know if they can do this yet. Mr. Shields will abstain from voting so there is no appearance of conflict. Mr. Simpson moved to approve, seconded by Mr. Rose. Motion passed 5-1. Jim Shields abstained.

6. 25-048-2/24 – Expenditure - Replacement of Scale Cluster – Municipal Court

Cindy stated in 2020 they replaced three of their servers and they have a 5-year life span and are coming up on the end of life span. The quote from TEG for \$58,293.75 to replace those three servers. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

7. 25-049-2/24 – Expenditure – TEGOH – IT Dept.

Darin Zaremba stated he wants to get two more years of support on the hardware and the clusters and do a reevaluation at year 5 and year 6. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

8. 25-050-2/24 – PY25 CHIP Partnership Agreement

Andrew Dutton stated their 2024 application was not approved and they did not receive funding from the state. They have been in contact with the County to partner with their program. Submit one countywide CHIP. This is a preferred format from both the state and our consultant. This RCA is for a program agreement to apply for the program year 2025 CHIP with Wadsworth, Brunswick and the County. If this goes forward, there will be another agreement with more specifics on funding and amounts and who gets what basically. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 6-0.

9. 25-051-2/24 – Bids – W. Liberty/S. Elmwood/W. Washington Water Line Improve

Patrick Patton is looking for authorization to bid the replacement of waterlines on West Washington St. between Vine and Elmwood and on West Liberty between Elmwood and Court. Would also like to bid as an add alternate South Elmwood between Liberty and Washington. Every 5 or 6 years we do a water master plan and upgrading the line on W. Washington to make it a main for system improvements, better flow, fire flow redundancy was the number one ranked. Mr. Shields moved to approve, seconded by Mr. Simpson. Motion passed 6-0.

10. 25-052-2/24 – Needs Assessment/Feasibility Study – Medina Municipal Complex

Patrick Patton stated he is looking to go through a qualification base selection process to select an architect to do a needs study on the Medina Municipal complex, being City Hall and Police Department. There is no cost to go through this process the cost comes in when we select someone. Chief Kinney stated this all started with a need for space in the Police Dept. In 1974, they had about 20 people between dispatchers, records division, and police officers and the building was built in 1973. Today they have over 60 employees working out of the police department including records division, dispatchers, patrol officers, and administrative staff. We are researching some ways to accomplish fulfilling those needs, and we want to do a proper process and that starts with a need assessment. Chief wants council's input as well as the community's input. Patrick stated if this goes to council on March 10th we would look to start advertising by April 10th. A committee could exist of someone from the police department, city hall and possibly Nino Piccoli, and two members of council. No motion is necessary at this time.

11. 25-053-2/24 – Municipal Court Renovation – Guaranteed Maximum Price Agreement No. 2

Patrick Patton stated the municipal courthouse is currently under construction, this is GMP #2 which consists of the package that will be concrete, steel work, elevator shaft, elevators and purchasing some electrical gear. Price came in at a little over \$1.3 million dollars. Currently we are about \$1.8 million below our original preliminary estimate. The big one, GMP # 3, is going to be delivered to us on April 7th. We are asking council to approve this. COW meeting will be on April 9th. Emergency clause is needed, we don't want to delay. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 6-0.

12. 25-054-2/24 – ODOD Brownfield Remediation Grant Application

Kimberly stated the State of Ohio recently announced another round of ODOD funding for the Brownfield Grant program. The grant opened and closed in 3 hours, so we are not going to be able to submit the grant application. Our thought is to at least keep this on the agenda for now and talk to council about the potential of applying if they have another round of remediation grant programs. Not moving forward - Closed



13. 25-055-2/24 – Discussion/Possible Amendment to Ord. 162-22, Re: Hunting

Mayor Hanwell explained that Council passed an ordinance in 2022 where they established the archery program. They did that with the idea hunters getting permission from private property or properties that we would then inspect and make sure that it was safe. There were 13 issued permits for this entire hunting season which ended the first week of February harvesting 18 deer as a result of that program. In comparison, we had 20 deer vs. vehicle accidents which is an increase from previous years. Deer carcass pickups from Streets Dept. and Parks Dept. was 141, compared to 102 in 2023 and 86 in 2022. The point is, the program as it exists today, is not having the desired outcome. He doesn't feel the ordinance needs changed, it just says you have to have the property owner's permission but in transparency as he and Greg Huber discussed, what he would like to try for next hunting season is to have Lt. Marcum and Jansen from Parks identify various areas of our public parks where we feel it could be safe to put these archery hunters in, and then simply rotate them from the locations we identified, marked trees.

We need to make it easier for the hunters as well as we establish that we would charge a \$75 fee to inspect the site the first time and then \$50 if they use the same site over and over again. We feel like we could get more hunters if we simply wave those fees and if we are identifying those sites, the work is already done, we don't have to go out and look at them if we already did and pre-approved them. Another option in consideration is that the first deer taken has to be a doe, so

we don't have all the hunters waiting around for the prize buck.

The other option is to send our police in with rifles, bait them at night, and have drone for area protection to make sure that dogs or cats or other animals don't come in. They would be disposed of the same way we would dispose of them when they are hit on the street.

Most of the processing facilities have told us they can take a maximum of 20 if we did something like this.

Jansen stated he asked the USDA about the current number of deer, they did not recommend another deer count stating we already did a deer count and we already have too many deer per square mile in the City of Medina and counting again would just be wasting money at that point. Our numbers are definitely increasing. Using the number of deer carcasses we picked up, it has doubled. Jansen mentioned that the Medina County Park District has a program similar to what the Mayor is suggesting with stage 2. They took out 64 deer this year. 52 were with the archery program and 13 were with a gun. Jansen believes there are areas in our parks where this can be done and we can limit access and these same areas already have people hunting right on the property lines. Jansen stated they are trying to manage wildlife, and it has to remain fluid. A lot of times it is a combination of 2 or 3 or 4 different things and we are taking that path as many cities have like implementing a nuisance feeding ordinance, changed our hunting ordinances to allow archery hunting by permit and the next step being on public land where it can be done safely. A lot of communities are as maintenance items and have went to the next step where you do sharp shooting and you get your numbers down so your hunting program can manage it from that point on.

John Coyne stated it's so common now to see deer than not. He personally had 11 deer in his backyard this weekend. We have to do something more. We tried the hunting program and a lot of them used it for trophy hunting. John feels if we can't harvest 100 – 150 a year we are losing the battle.

Mr. Simpson agrees with what the Mayor is proposing, he knows it is a fluid situation.

Regi Haire asked how many permits did we decline? Chief Kinney stated this year they probably declined 8 to 10 permits.

Chet Simmons stated he personally employed a service to spray with 2 to 3 week frequencies and the gentleman that does the application informed him they had to increase their route to 2 or 3 people now because it's in such demand by homeowners who are paying a significant amount

of money just to be able to have plants at their homes.

Jansen explained the nuisance tags which is controlled access hunt permission from the State of Ohio.

14. 25-056-2/24 – Cyber Security Liability Insurance Renewal

Mayor Hanwell stated the auditors require us to have a policy for cyber security and also recommend that we have insurance so we put this in place a number of years ago and this is the renewal. Emergency is needed due to time restraints. Mr. Shields moved to approve with the emergency clause, seconded by Mr. Simpson. Motion passed 6-0.

15. Executive Session: (land acquisition)

It was moved by Mr. Shields and seconded by Mr. Simpson to enter into Executive Session at 7:00 p.m. to consider the purchase of property for public purposes or the sale of property at competitive bidding because premature disclosure would give an unfair competitive or bargaining advantage to a person who's personal, private interest is averse to the general public interest, to include the Mayor and the Law Director. The roll was called and the motion passed by the yeas of P. Rose, J. Shields, J. Coyne, D. Simpson, R. Haire and C. Simmons.

Executive session adjourned at 7:19pm.

There being no further business, the Finance Committee reconvened and adjourned at 7:30 p.m.

John Coyne, Chairman

REQUEST FOR COUNCIL ACTION

No. RCA 25-156-8/25

FROM: Andrew Dutton

Committee: Finance

DATE: 7/18/2025

SUBJECT: Adoption of a Citizen Participation Plan

SUMMARY AND BACKGROUND:

Recipients of Community Development Block Grant (CDBG) funds through the Ohio Department of Development (ODOD) are required to adopt a Citizen Participation Plan. The purpose of the plan is to provide citizens with an opportunity to participate in the planning, implementation, and assessment of the community's CDBG program.

Each grantee must adopt a citizen participation plan and it must be updated and re-approved every 6 years. The current plan was approved on July 19, 2019.

Attached is the proposed Citizen Participation Plan for the City of Medina which includes our current CDBG process for soliciting proposals, noticing the public, and holding required public hearings.

Estimated Cost: \$0

Suggested Funding:

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

Emergency Clause Requested: Yes

Reason: The existing Plan is passed the 6-year re-approval date and needs to be adopted as soon as possible.

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

**CITY OF MEDINA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
CITIZEN PARTICIPATION PLAN**

Whereas the City of Medina (hereafter referred to as the “City”) is eligible to receive and has received a Community Development Block Grant (hereafter referred to as “CDBG”) Small Cities program funding, the City has adopted the following Citizen Participation Plan. The purpose of the Plan is to provide for and encourage citizen participation, with particular emphasis on participation by persons of low and moderate income. The subsequent process will be followed by the City to provide citizens with an opportunity to participate in the planning, implementation, and assessment of the community’s CDBG program:

1. **Required Public Hearings** - A minimum of two (2) public hearings will be required before the City may apply for funding. Together, the hearings must cover community development and housing needs, the development and review of proposed activities, and a review of program performance. The City will hold public hearings after a minimum seven (7) calendar days’ notice at City of Medina City Hall, an ADA-accessible facility, so that members of the general public may attend in-person.
2. **Public Hearing #1** - The City will hold the first public hearing prior to the development of any CDBG grant program applications.
 - a. Information to be conveyed and program areas to be discussed at Public Hearing #1 will include the following:
 - i. National and state program objectives;
 - ii. Estimated amount of funds available to the City;
 - iii. An overview of available programs and their requirements;
 - iv. Performance of the City in past CDBG programs, if applicable;
 - v. Tentative Date of Public Hearing #2; (if already scheduled, or TBD)
 - vi. The estimated date the application is due to the Ohio Department of Development;
 - vii. Citizen views and comments.
 - b. A sign-in sheet and minutes for the hearing shall be created and maintained.
 - c. Notice of the hearing must be published at least seven (7) calendar days prior to the hearing and must include a summary of the program and amounts available. For notification methods see the Methods of Notification in Section 7. below.
3. **Solicitation of Proposals** - Between Public Hearing #1 and Public Hearing #2, the City will solicit project proposals from organizations, individuals, other governmental units, or other subrecipients. When developing project proposals, citizens and organizations are encouraged to contact the City Community Development Department for available technical assistance and guidance from the City at no cost.
4. **Public Hearing #2** - Public Hearing #2 will be held after the city reviews project proposals submitted and selects no more than two (2) projects for funding in order to give citizens an opportunity to review and comment on the City’s proposed application prior to its submission.
 - a. Public Hearing #2 will cover project-specific information, including:
 - i. Which projects the City has selected to be included in the application;
 - ii. The amount of CDBG and other funds allocated for each project;
 - iii. The location of each project;
 - iv. The timetable for completion of each project;
 - v. Which CDBG national objective each project will meet; and,
 - vi. Citizen views and comments.



- b. A sign-in sheet and minutes for the hearing shall be created and maintained.
- c. Notice of the hearing must be published at least seven (7) calendar days prior to the hearing, and must include a list of selected projects, locations, and project amounts. For notification methods, see Methods of Notification in Section 7. below.
- 5. **Amendment Public Hearing** - A public hearing may also be required as part of the grant amendment process if the proposed amendment constitutes a substantial change to the scope of the grant agreement. The primary purpose of an amendment public hearing is to provide citizens with an opportunity to review and comment on such a substantial change in a grantee's CDBG program. The notice publication and requirements for an amendment public hearing should follow the format for the Public Hearing #2 detailed above.
- 6. **Bilingual Opportunities** - Bilingual opportunities will be provided where applicable and/or requested. If the City has a population segment with a primary language other than English, bilingual notices and provisions for the translation of program documents will be provided. The City requests at least one week's notice prior to the hearing date for accommodation to be arranged.
- 7. **Methods of Notification** - The City may choose between the following two options for notifying the public of an upcoming hearing:
 - a. **Publication in a Newspaper** - A standard public hearing notification must be published in the legal section or non-classified section of a newspaper of general circulation at least seven (7) days prior to the public hearing.
 - b. **Public Posting and General Outreach**
 - i. A notice must be posted in common areas of at least five (5) local administrative offices (i.e., City Hall or County Administrative Building) where it is accessible and visible to the public at least seven (7) days prior to the public hearing; and,
 - ii. The community must utilize at least five (5) outreach outlets listed below to notify the public about the hearing:
 - 1. City website
 - 2. Public social media accounts
 - 3. Public library or school
 - 4. Cable TV public access channel
 - 5. Community center
 - 6. Community Action Agency
 - 7. Public Housing Authority
 - 8. Local workforce development office
 - 9. Other public or private agencies and institutions serving the general public
 - 10. Direct contact with households (i.e. mailing, flyer, etc.)
- 8. **Complaints and Grievances** - The City will maintain a file of citizens' complaints regarding CDBG Programs/funding and will provide a timely written response to complaints and grievances within fifteen (15) working days. The response will include any action(s) that the grantee will undertake to address citizens' concerns.

Attachments:

- A. Sample Notice of Public Hearing #1
- B. Sample Notice of Public Hearing #2
- C. Policy Notice CSD 23-02 - Citizen Participation Requirements
- D. Policy Notice OCD 13-02 - Dispute Resolution and Conflict Management

**PUBLIC NOTICE
NOTICE OF FIRST PUBLIC HEARING
PROGRAM YEAR 20__ BIENNIAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM and
COMMUNITY DEVELOPMENT IMPLEMENTATION STRATEGY SURVEY**

The City of Medina intends to make application to the Ohio Department of Development (ODOD) to access funding from the approximately \$_____ million of funds available under the Program Year 20__ (PY__) Biennial Community Development Block Grant (CDBG) Small Cities Program, a federally funded program administered by the State of Ohio.

The City is eligible for approximately \$_____ of CDBG Community Development Allocation Program funds and additional funds for a competitive set-aside program: Neighborhood Revitalization (up to \$_____); and for competitive open-cycle programs: Critical Infrastructure (up to \$_____) and Flexible Grant/Downtown Buildings Program (up to \$_____); providing the City meets applicable program requirements.

CDBG Community Development Allocation funding requests from eligible city entities are due to the City of Medina by _____, ___, 20___. Projects will be reviewed, ranked, and selected based on compliance with a CDBG National Objective; inclusion in Medina's Community Development Implementation Strategy (CDIS); application completeness; number of beneficiaries served; and number of previous awards. The City's Community Development Allocation application to ODOD is due on _____, ___, 20__.

The City of Medina may apply for funding under the following programs: Community Development Program; Community Housing Impact and Preservation Program (CHIP); Economic Development & Public Infrastructure Programs; Flexible Grant Program; Training and Technical Assistance Funds; New Horizons Fair Housing Assistance Program; Residential Public Infrastructure Grant Program; Housing Opportunities for Persons with AIDs (HOPWA) Program; Supportive Housing, Homeless Crisis Response, & Housing Assistance Grant Programs; and, Any/New Programs Announced Under the CDBG, HOME, and OHTF Programs.

The first of the required two public hearings for this grant program will be convened in City of Medina City Hall, Rotunda 132 North Elmwood Avenue, Medina, Ohio 44256, an ADA-accessible facility. The hearing shall commence at ___ p.m. on _____, ___, 20___. , to provide citizens with pertinent information about the CDBG program, including an explanation of eligible activities and program requirements. The CDBG program can fund a broad range of activities including economic development projects; street improvements; water supply, drainage, and sanitary sewer improvements; park acquisitions and improvements; demolition of unsafe structures; and rehabilitation of housing and neighborhood facilities. The activities must be designed to meet one of the CDBG National Objectives: to primarily benefit low- and moderate-income persons, or aid in the prevention or elimination of slums and blight; or meet an urgent need of the community; and comply with the applicable Program Objectives as outlined in the Ohio Consolidated Plan.

Attachment A: Sample Notice of Public Hearing #1



To assist the City in preparing a State required Community Development Implementation Strategy (CDIS) needed for the PY__ CDBG Program, all interested entities/parties within the City of Medina are asked to complete a CDIS Survey. The CDIS survey can be found at medinaoh.org/city-hall/planning-zoning or by contacting the Community Development office at City Hall or adutton@medinaoh.org. CDIS surveys must be submitted by ____, __, 20__ or brought to the planning meeting to be held immediately following the public hearing on ____, __, 20__, at ____ p.m. in the City Hall Rotunda, 132 North Elmwood Avenue, Medina, Ohio 44256.

Citizens are encouraged to attend the first public hearing to provide input on the city's CDBG Program. Should any participant require auxiliary aids due to disability or non-English languages, please contact the Community Development Office at least one week prior to the hearing date to ensure needs will be accommodated. Anyone wishing to submit written comments prior to the hearing may direct them to the City of Medina at the address above.

By order of the City of Medina, Ohio
Mayor Dennis Hanwell



**NOTICE OF SECOND PUBLIC HEARING
PY20__ Community Development Block Grant (CDBG) Allocation Grant**

The City of Medina intends to apply to the Ohio Department of Development (ODOD) for funding under the Community Development Block Grant (CDBG) Small Cities Community Development Program, a federal program administered by the State of Ohio. The first of two required public hearings was held on _____, ___, 20__ to inform citizens about the CDBG program, eligible activities, and other requirements. The City solicited project proposals from eligible entities. The proposed use of funds is set forth below.

Community Development Allocation Grant: The City of Medina is eligible to utilize \$_____ of CDBG Allocation funds, providing program requirements are met. Based on citizen input, local officials' assessment of needs, compliance with a CDBG National Objective, and inclusion in the City's Community Development Implementation Strategy (CDIS), the City is proposing to use Allocation funds as follows:

1) Activity #1 (National Objective(s) Met) - \$_____, 2) Activity #2 (National Objective(s) Met) - \$_____, 3) General Administration (CDBG Funds) - \$_____, and 4) Fair Housing (CDBG Funds) \$_____ for a total of \$_____.

A second public hearing will be convened by the City of Medina on _____, ___, 20__ at _____ p.m. in the Medina City Hall Rotunda, 132 North Elmwood Avenue, Medina, Ohio 44256 to give citizens an opportunity to review and comment on the city's proposed projects before the grant application is submitted to the ODOD on or before _____, ___, 20__.

Citizens are encouraged to attend this public hearing to express their views concerning the application. Should any participant require auxiliary aids due to disability or non-English languages, please contact this office at least one week prior to the hearing date to ensure needs will be accommodated. Citizens wishing to submit written comments prior to the hearing may direct them to Andrew Dutton, Community Development Director at the address given or via email at adutton@medinaoh.org.

By Order of the City of Medina, Ohio
Mayor Dennis Hanwell



**Department of
Development**

Development.Ohio.gov

Mike DeWine, Governor Jon Husted, Lt. Governor Lydia Mihalik, Director

Community Services Division

POLICY NOTICE: **CSD 23-02**
SUBJECT: **Citizen Participation Requirements**
SUPERSEDES: **OCD 07-01**
ISSUED: April 10, 2023 (Updated Nov. 19, 2024)
EFFECTIVE: April 10, 2023
DISTRIBUTED TO: CSD CDBG Award Recipients and their Affiliates

APPLICABILITY:

Community Development Block Grant (CDBG)-funded Awards:

- Community and Economic Development Programs
- Community Housing Impact and Preservation Program (CHIP)
- Flexible Grant Program
 - New Horizons Fair Housing Program

SUPERSEDES:

- Policy Notice OCD 07-01: Public Hearing Notification Requirements

SUMMARY OF CHANGES:

- Streamlines the alternative hearing notice options originally provided in Policy Notice OCD 07-01.
- Clarifies and incorporates issued guidance on the citizen participation process into policy.
- Provides a hybrid model for public meetings in accordance with Ohio's Open Meetings law.
- Reduces publication requirement from 10 days prior to hearing to seven days prior to hearing.

CITATIONS:

- 24 C.F.R. 570.486
- O.R.C. 121.22
- O.R.C. General Provisions, Chapter 7
- Ohio House Bill 51

PROGRAM POLICY:

Office of Community Development (OCD) award recipients must provide for and encourage citizen participation and ensure residents will be given reasonable and timely access to local meetings, information, and records relating to the proposed and actual use of CDBG funds. The purpose of the citizen participation process is to assure CDBG-funded programs address locally identified needs benefitting low- and moderate-income (LMI) individuals or remediating conditions of slum and blight.

Local Citizen Participation Plan

Local governments applying for CDBG-funded programs must adopt a citizen participation plan. The plan, at minimum, must include:

1. Accommodations for participation by LMI individuals, those who are residents of slum and blight areas, and of areas in which Section 106 funds are proposed to be used.
2. Standards for reasonable and timely access to local meetings, information and records relating to the grantee's proposed, and actual, use of grant funds.
3. Provisions for technical assistance to groups representing LMI individuals requesting such assistance in developing project proposals.
4. A complaint process which provides for a timely response to complaints and grievances, within 15 working days where practical.
5. Access to public hearings where citizens may provide comments and questions at all stages of the community development programs, including the development of needs, the review of proposed activities, and review of program performance. Hearings shall take place after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for people with a disability.
6. Provisions for meeting the needs of non-English-speaking residents in the case of a public hearing where a significant number of non-English-speaking residents can be reasonably expected to participate.

The local government must review, update, and re-adopt the citizen participation plan regularly, no fewer than every six years. Where the local government is a county which applies on behalf of dedicated cities, the county must fulfill citizen participation requirements on behalf of the jurisdiction(s).

General Requirements

A minimum of two public hearings are required before a local government may apply for funding. Together, the hearings must cover community development and housing needs (including affirmatively furthering fair housing), development of proposed activities, and a review of program performance. Each hearing must be preceded by adequate public notice.

Temporary authority for members of a public body to meet by means of teleconference or video conference because of the COVID-19 pandemic expired on June 30, 2022. Pursuant to Ohio's Open Meetings Act, local governments must provide accommodations for the public to attend the public

Attachment C: Policy Notice CSD 23-02 - Citizen Participation Requirements

hearing in person. Public bodies may broadcast or livestream meetings if the public has the option of attending the meeting in person.

First Public Hearing

The first public hearing should be conducted at the initial stage of application preparation. Information to be conveyed at the first public hearing should include:

- National and state program objectives.
- Estimated amount of funds available to the community.
- An overview of available programs and their requirements.
- Performance of the locality in past CDBG programs, if applicable.
- Date of the second public hearing.
- Date the application is due to the OCD in OCEAN.
- Citizen views and comments.

The community must maintain a sign-in sheet and minutes for the hearing in its files.

Notice of the hearing must be published at least seven days prior to the hearing, and at minimum must include a summary of the programs and amounts available. For notification methods, see below.

Second Public Hearing

The second public hearing should be conducted after projects have been identified by the local government, but before applying to OCD. The second public hearing should take place no fewer than seven calendar days after the first public hearing to allow for public comment. The second public hearing should cover project-specific information, including:

- Which projects the community has selected to be included in the application.
- The amount of CDBG and other funds allocated for each project.
- The location of each project.
- The timetable for completion of each project.
- Which CDBG national objective each project will meet.
- Citizen views and comments.

The community must maintain a sign-in sheet and minutes for the hearing in its files.

Notice of the hearing must be published at least seven days prior to the hearing, and at minimum must include a list of selected projects, locations, and project amounts. For notification methods, see below.

Amendment Public Hearing

A public hearing may also be required as part of the grant amendment process if the proposed amendment constitutes a substantial change to the scope of the grant agreement. The primary purpose of an amendment public hearing is to provide citizens with an opportunity to review and

comment on such a substantial change in a grantee's CDBG program. The notice publication and requirements for an amendment public hearing should follow the format for the second public hearing detailed above.

Methods of Notification

The community may choose between the following two options for notifying the public of an upcoming hearing:

1. Publication in a Newspaper

A standard public hearing notification must be published in the legal section or in the non-classified section of a newspaper of general circulation at least seven days prior to the public hearing.

2. Public Posting and General Outreach

No newspaper publication is required, but the community must meet the following requirements:

- a. A notice must be posted in common areas of at least five local administrative offices (i.e., city hall or county administrative building) where it is accessible and visible to the public at least seven days prior to the public hearing; and,
- b. The community must utilize at least five outreach outlets listed below to notify the public about the hearing:
 - Community website
 - Public social media accounts
 - Public library or school
 - Cable TV public access channel
 - Community center
 - Community Action Agency
 - Public Housing Authority
 - Local workforce development office
 - Other public or private agencies and institutions serving the general public
 - Direct contact with households (i.e. mailing, flyer, etc.)

COMPLIANCE MEASURES:

OCD will review citizen participation compliance during the monitoring of the grant files, prior to grant closeout.

ADDITIONAL GUIDANCE:

Ohio Attorney General Sunshine Laws Publications

Ohio Attorney General Open Book July 2022



Development
Services Agency

Community Services Division
Office of Community Development
77 South High Street, Columbus Ohio 43216 U.S.A.
Phone: (614) 466-2285
Fax: (614) 752-4575

Program Policy Notice: OCD 13-02

Replaces Program Policy Notice OCD 09-04

SUBJECT: Dispute Resolution and Conflict Management Policy for Office of Community Development for housing rehabilitation and repair activities except for projects funded through the Ohio Housing Finance Agency.

ISSUED: July 1, 2013

DISTRIBUTED TO: Office of Community Development Award Recipients and their Affiliates

PROGRAM POLICY

The Office of Community Development is replacing the original Program Policy Notice to provide clarity and update the requirements of dispute resolution and conflict management for the Office of Community Development funded programs. This policy applies to all programs funded through the Office of Community Development's Residential Revitalization Section, Economic and Appalachian Development Section and the Supportive Housing Section. It does not apply to projects funded through the Ohio Housing Finance Agency. The Office of Community Development Dispute Resolution and Conflict Management Policy applies to all direct beneficiary-related housing rehabilitation, repair and construction projects completed with the Office of Community Development program funds and program income, beginning with grants funded in FY 2013.

General Requirements

To protect the interest of the parties involved in the Office of Community Development-funded housing activities, the Ohio Development Services Agency's Office of Community Development established the Dispute Resolution and Conflict Management Policy.

The policy outlines the responsibilities of the grantee, administrator, homeowners and contractors responsible for completing the Office of Community Development-funded projects. This policy applies only to those projects which include housing rehabilitation, repairs and construction. The grantee shall have appropriate procedures in place to address disputes arising from walkaway projects and/or non-construction activities. During the Office of Community Development's monitoring of a grant, compliance with this policy and local procedures will be confirmed.

The Office of Community Development will not entertain requests to intervene during a dispute. If it becomes necessary to proceed to arbitration, the arbitrator's decision is final and binding. No dispute or argument will be considered after this process is complete.

Recommendation: Most disputes can be prevented by all parties if there is a clear understanding of material quality standards and material selection limitations. Signed approval of material selection, color choices and change orders can assist in the prevention of a conflict.

To ensure that the appropriate parties are informed about the Dispute Resolution and Conflict Management Policy, grantees must provide a copy of the Dispute Resolution and Conflict Management Policy and Dispute Resolution Form to every administrator, rehabilitation/repair/construction client, contractor and when/if necessary any mediator and/or arbitrator. The grant administrator shall provide copies of the policy to both the client and contractor at the pre-construction conference and obtain their signatures acknowledging receipt, along with their complete understanding of the Dispute Resolution and Conflict Management Policy. By acknowledging receipt of the policy all parties agree to abide by the terms therein. A clause shall be incorporated in any rehabilitation/repair/construction contract referring to the Dispute Resolution and Conflict Management Policy. The original document must be maintained in the program's administrative file and copies provided to the homeowner and contractor.

The grantee is responsible for developing an alternative written method for communicating with an applicant if the applicant has a disability (e.g., physical, visual, hearing, speech and/or cognitive disability), is functionally illiterate, or has limited English proficiency and requests an accommodation. The grantee must also provide a copy of the written alternative method for communicating with a homeowner/applicant who is disabled to the administrator. For guidance regarding communicating with people with disabilities, visit <http://www.adata.org/ada-document-portal>. The cost of providing an accommodation to persons with a disability is the responsibility of the grantee.

The homeowner must understand their signature and date on the certification of completion verifies satisfaction of the contractor's workmanship and validates final payment. No complaints regarding workmanship will be accepted after that date. Failed items covered under the warranties should be handled by contacting the contractor directly, in writing if necessary, detailing all warranty items that need addressed, within 12 months of work completion. The grantee and program administrator have no obligation to assist with warranty work issues.

The cost of mediation and arbitration shall be borne by the grantee. Charges are eligible to be paid with active grant funds as soft costs, administration funds, or program income of the same activity source. If funds are not available, contact the Office of Community Development program representative for assistance in seeking other funding options.

Resolution of disputes shall follow the format described below.

Dispute Resolution and Conflict Management Process

1. If there is any dispute regarding the scope of work, workmanship or material quality/selection or any other discrepancy, the homeowner must notify the contractor immediately. If the contractor is not on site, the disputed work must stop and the contractor will be notified. Disputed work will not proceed until the issue is resolved.
2. Both the homeowner *and* contractor shall contact the administrator immediately when/if the dispute is not resolved between the contractor and the homeowner at step #1.
3. The administrator and/or grantee, rehabilitation specialist, contractor and the homeowner shall make a good faith effort to resolve the dispute at this time. If resolved, details of the dispute and resolution must be documented and signed at this time. The documentation will be placed in the client file.
4. If the dispute is not resolved at step #3, the homeowner must submit a written complaint to the grantee within five working days, on the Dispute Resolution Form provided.

Attachment D: Policy Notice OCD 13-02 - Dispute Resolution and Conflict Management

Note: Disputed work that is necessary for the health and safety of the occupants, sanitary reasons or the protection of the structure and/or property, should proceed to the extent necessary to safeguard until the dispute is resolved.

5. Upon receipt of a written complaint, the administrator shall notify the grantee of the dispute. The grantee may attempt local resolution at this point, but in any case, shall require the administrator to respond in writing within 15 working days of receiving the complaint. Local resolution may be, but is not limited to, a review committee comprised of impartial members. Procedures for local resolution methods must be attached to this policy, and described in the grantee's local Policies and Procedures Manual.
6. The homeowner shall provide a statement, in writing, within 15 working days of the grantee's response date either accepting the proposed resolution or requesting mediation.
7. Within 15 working days of the date of the homeowner's response requesting mediation, the grantee and administrator shall provide the homeowner with the option of two dates for mediation.*

*The grantee may opt to proceed directly to arbitration.

Mediator Responsibilities

If the dispute cannot be resolved through negotiations with all parties, it may be submitted to mediation if the grantee chooses. The mediator is responsible for assisting the parties, impartially, in reaching an agreement on the disputed matter within 30 days of receiving the dispute.

The grantee may use the assistance of, but are not limited to, the Ohio Mediation Association to identify a mediator. The Ohio Mediation Association can be reached at P.O. Box 473, Columbus, Ohio, 43216, and can be contacted by telephone at (614) 321-7922, and by email at <http://mediateohio.org>.

Arbitrator Responsibilities

If the dispute cannot be resolved through negotiations with all parties or through the optional mediation process, the dispute **must** be submitted to arbitration. The arbitrator is responsible for providing a resolution to the dispute submitted by the applicant within 60 days of receiving the dispute.

The administrator may use the assistance of, but are not limited to, the American Arbitration Association. The American Arbitration Association is located at 250 East Fifth Street, Suite 330, Cincinnati, Ohio 45202-4173 and can be contacted by telephone at (513) 241-8434 or by fax at (513) 241-8437. For more information regarding the American Arbitration Association, visit <http://www.adr.org/>.

Attachment D: Policy Notice OCD 13-02 - Dispute Resolution and Conflict Management

The arbitrator's decision is final and binding. No dispute or argument will be considered after this process is complete.

We hereby acknowledge receipt of this copy of the *Dispute Resolution and Conflict Management Policy*. We understand and accept the outlined process for any and all disputes that may result from our involvement with the program.

Homeowner Signature Date

Homeowner Signature Date

Contractor Signature Date

Dispute Resolution Form

Please describe the order of events regarding the dispute and, if necessary, provide the line item the disputed issue(s) directly relates to on the scope of work. The grant administrator will contact you with a response within 15 working days of filing.

Step #3 – The attempt at resolution was completed on / /

Signature(s) of Complainant(s)

Date Filed

REQUEST FOR COUNCIL ACTION

No. RCA 25-157-8/25

FROM: Andrew Dutton

Committee: Finance

DATE: 7/18/2025

SUBJECT: Adoption of a Residential Anti-Displacement and Relocation Assistance Plan

SUMMARY AND BACKGROUND:

Recipients of Community Development Block Grant (CDBG) funds through the Ohio Department of Development (ODOD) are required to adopt a Residential Anti-Displacement and Relocation Assistance Plan. The purpose of the Plan is to ensure that projects utilizing funds minimize the displacement of residents and provide relocation assistance when necessary.

Each grantee must adopt the Plan and it must be updated and re-approved every 5 years. The current Plan was approved on June 9, 2008.

Attached is the proposed Residential Anti-Displacement and Relocation Assistance Plan for the City of Medina. The content of the documents is very similar to the Plan passed in 2008.

Estimated Cost: \$0

Suggested Funding:

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

Emergency Clause Requested: Yes

Reason: The existing Plan is past the 5 year re-approval date and needs to be adopted as soon as possible.

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:



Department of Development

Residential Anti-Displacement and Relocation Assistance Plan

General Information: An Anti-Displacement and Relocation Assistance Plan is required by all grantees prior to funding, even if demolition activities are not planned. This plan must be updated every five years. If you have not previously adopted a plan, utilize this format at a minimum to adopt a plan. If you have previously adopted a plan, you may submit an executed copy of that plan in lieu of completing this form (if your activities include demolition or conversion, you will need to get clearance from the Office of Community Infrastructure (OCI) prior to proceeding with any demolition or conversion). Attach requested information from this form to your plan.

Ordinance Number: _____

Date of Ordinance: _____

City of Medina will replace all occupied and vacant-occupiable low-to-moderate-income (LMI) dwelling units demolished or converted to a use other than LMI housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, and as described in 24 CFR 570.488. U.S. Department of Housing and Urban Development (HUD) regulations have extended this requirement to the HOME program as well. All replacement housing will be provided within three years of beginning the demolition or rehabilitation related to conversion. Before obligating or expending funds that will directly result in demolition or conversion, the community will make public and submit to OCI the following information in writing:

1. A description of the proposed activity.
2. The location of each site on a map and the number of dwelling units by bedroom size that will be demolished or converted to a use other than as LMI dwelling units as a direct result of the activities.
3. A time schedule for the demolition or conversion commencement and completion.
4. The general location on a map and approximate number of dwelling units by bedroom size that will be provided as replacement dwelling units.
5. The funding source and a time schedule for providing replacement dwelling units.
6. An explanation of how the replacement dwelling unit will remain a LMI unit for at least 10 years from the date of initial occupancy.
7. An analysis determining whether a dwelling unit proposed to be demolished is occupiable or not.
8. An analysis determining whether a dwelling unit proposed to be demolished or converted is considered an LMI unit.

City of Medina will provide relocation assistance, as described in 24 CFR 570.488, to each LMI household displaced by housing demolition or conversion of a LMI dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives under the Act, the community agrees to provide substantial levels of assistance to individuals displaced by HUD-assisted programs and will further seek to minimize displacing individuals because of assisted activities.

Signature of Chief Elected Official

Dennis Hanwell

Name of Chief Elected Official

Mayor, City of Medina, OH

Title

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

An Anti-Displacement and Relocation Assistance Plan is required by all grantees prior to funding, whether or not demolition activities are planned. If you have not previously adopted a plan, utilize this format at a minimum to adopt a plan. If you have previously adopted a plan, you may submit an executed copy of that plan in lieu of completing this form. (If your activities include demolition or conversion, you will need to get clearance from OHCP prior to proceeding with any demolition or conversion. ATTACH INFORMATION REQUESTED IN THE FORM TO THE PLAN.

Ordinance or Resolution Number and Date: Ordinance No. 121-08, passed June 9, 2008

The City of Medina (Community) will replace all occupied and vacant occupiable low- and moderate-income dwelling units demolished or converted to a use other than low- and moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, and as described in 24 CFR 570.488. HUD regulations have extended this requirement to the HOME program as well.

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in demolition or conversion, the City of Medina (Community) will make public and submit to the Office of Housing and Community Partnerships (OHCP) the following information in writing:

1. A description of the proposed assisted activity;
2. The location of each site on a map and the number of dwelling units by bedroom size that will be demolished or converted to a use other than as low- and moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by bedroom size that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low- and moderate-income unit for at least 10 years for the date of initial occupancy;
7. An analysis determining whether a dwelling unit proposed to be demolished is occupiable or not; and
8. An analysis determining whether a dwelling unit proposed to be demolished or converted is considered a low- and moderate-income unit.

The City of Medina (Community) will provide relocation assistance, as described in 24 CFR 570.488, to each low- and moderate-income household displaced by the demolition of housing or conversion of a low- and moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives under the Act, the City of Medina (Community) agrees to provide substantial levels of assistance to persons displaced by HUD-assisted programs and will further seek to minimize displacement of persons as a result of assisted activities.

Cynthia M. Fuller
Signature of Chief Elected Official, CEO

Cynthia M. Fuller, Acting Mayor
Typed Name and Title of CEO

June 2007

REQUEST FOR COUNCIL ACTION

No. RCA 25-158-8/25

FROM: Andrew Dutton

Committee: Finance

DATE: 8/20/25

SUBJECT: Extend and Modify Parking Agreement with Medina Supply

SUMMARY AND BACKGROUND:

In late 2023, OC-SMA LLC, owner of Medina Supply located at 230 East Smith Road, generously agreed to allow public parking on a portion of their site located at South Broadway Street and the railroad tracks, as shown in the attached "Exhibit A".

The agreement allowed public parking on the site for two years, with the city responsible for all site maintenance. City funds were allocated for necessary fencing, lighting, and signage to establish the parking lot. For the past two years, the site has facilitated growth in Southtown and provided a reliable parking option, which is particularly utilized on weekends, during events, and for employees.

The proposed agreement allows the majority of the lot to continue to be used for public parking, as it has been for the past two years.

In addition, Main Street Medina has received a \$15,000 grant to install artwork in South Town. With these grant funds, Main Street has proposed to install artwork on the west and south sides of the Medina Supply building and create a pocket park with artistic features on the west side of the building.

The proposed agreement includes language and exhibits that allow public parking, the installation of artwork, and the creation of a pocket park on the site.

Estimated Cost: \$0

Suggested Funding:

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

Emergency Clause Requested: Yes

Reason: The existing agreement expires on 10/3/25 and the anticipated approval date would be 9/8/25

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

AGREEMENT

This Agreement is hereby entered into this _____ day of _____, 2025, by and between the **CITY OF MEDINA**, an Ohio Municipal Corporation, located at 132 North Elmwood Avenue, Medina, Ohio 44256, (hereinafter referred to as “the City”) and **OC-SMA LLC**, an Ohio Limited Liability Company, now known as Shelly Materials, Inc., an Ohio Corporation located at 2301 Progress Street, Dover, OH 44622 (hereinafter referred to as “Shelly Materials, Inc.”).

WITNESSETH:

WHEREAS, Shelly Materials, Inc. is the owner of property located on South Broadway Street, Medina, Ohio, known as Permanent Parcel No. 028-19D-01-021 and property located at 230 East Smith Road, Medina, Ohio, known as Permanent Parcel No. 028-19D-01-018 (hereinafter referred to as “Properties”); and

WHEREAS, the City desires to use at grade hard surfaces for a parking lot area located on Permanent Parcel No. 028-19D-01-021 and Permanent Parcel No. 028-19D-01-018 (hereinafter referred to as “Parking Lot”); and

WHEREAS, the City desires to use the northwest corner of Permanent Parcel No. 028-19D-01-021 for park space (hereinafter referred to as “Park Space”); and

WHEREAS, the City desires to display artwork on the south and west sides of the existing 7,200 sq. ft. building located on Permanent Parcel No. 028-19D-01-021, (hereinafter referred to as “Building”) and the west side of the concrete wall adjacent to the public sidewalk (hereinafter referred to as “Artwork”); and

WHEREAS, the City will not access, utilize, or maintain the Building except for the installation and maintenance of Artwork on the Building’s south and west sides; and

WHEREAS, the City agrees to maintain the Parking Lot, Park Space, and Artwork for the term of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements herein contained, the parties, the City and Shelly Materials, Inc., their successors and assigns, hereby covenant, promise, and agree as follows:

I. PREMISES

Shelly Materials, Inc. grants to the City the nonexclusive use and occupancy of the at grade hard surfaces for a Parking Lot, at grade and exterior elevated areas for Park Space, and sides of the Building and the concrete wall adjacent to the public sidewalk for Artwork display located on South Broadway Street, Medina, Ohio, known as Permanent Parcel No. 028-19D-01-021 and 230 East Smith Road, Medina, Ohio, known as Permanent Parcel No 028-19D-01-018. The extent of the premises is indicated in “Exhibit A”.

The City shall use the Properties for a Parking Lot, Park Space, and Artwork display, and the Properties shall not be used for any other purposes whatsoever. Use of the Properties for a purpose not expressly permitted in this paragraph shall constitute a material breach of this Agreement. Shelly Materials, Inc. makes no representations that the Properties are suitable, in whole or in part, for the City's intended use. The City shall be solely responsible for assuring that the Properties are suitable for the City's intended purposes.

II. SITE ALTERATIONS

The City hereby agrees to be solely responsible to maintain a six (6) foot tall chain link fence along the east side of the Parking Lot and is authorized to remove fencing on the west side of the Parking Lot as shown in "Exhibit B".

The City agrees to be solely responsible to stripe the Parking Lot for designated parking spaces as approximately shown in Exhibit B, subject to necessary adjustments.

The City shall be permitted to install signage to identify the Parking Lot, provide traffic control, and install exterior lighting.

The City shall be permitted to locate furniture, planters, freestanding artwork, and other similar items in the Park Space, a concept of which is shown in "Exhibit C".

The City shall be permitted to install Artwork on the south and west sides of the Building and the west side of the concrete wall adjacent to the public sidewalk, a concept of which is shown in Exhibit C.

No additional alterations shall be made to the property except as required for purposes of maintenance and as set forth in this Agreement unless mutually agreed upon by the City and Shelly Materials, Inc.

III. MAINTENANCE

The City hereby agrees to be solely responsible for all maintenance of the Parking Lot, Park Space, and Artwork including adjacent sidewalk areas, so as to keep the property in good condition during the term of this Agreement. Shelly Materials, Inc. shall not be responsible for any maintenance needs with respect to the Parking Lot, Park Space, and Artwork, including if they should occur. The City's obligation to maintain the Parking Lot, Park Space, and Artwork includes, but is not limited to, snow removal, deicing, crack repair, resurfacing, and striping of parking spaces.

The City represents and warrants that prior to entering into this Agreement it had an opportunity to inspect the Property and conduct any due diligence it desires with regard to the Property, and the City finds the Property suitable for its purposes. **THE CITY ACCEPTS THE PROPERTY AS OF THE DATE OF POSSESSION, "AS-IS", "WHERE IS", AND "WITH ALL FAULTS".**

Shelly Materials, Inc. hereby agrees to be solely responsible for all maintenance of the Building.

IV. TERM

The term of this Agreement shall be valid commencing on the date of full execution of this Agreement and end on the date two (2) years from the date of full execution of this Agreement.

This Agreement shall be extended with mutual agreement of both the City and Shelly Materials, Inc. within six (6) months from the end of this Agreement.

V. UTILITIES

The City of Medina shall be responsible for all utility costs with respect to the Parking Lot and Park Space. Shelly Materials, Inc. shall be responsible for all utility costs with respect to the Building.

VI. REAL ESTATE TAXES

Shelly Materials, Inc. agrees to remain solely responsible for the payment of real estate taxes on the subject property pursuant to the terms of the Land Installment Contract.

VII. RISK OF LOSS AND INSURANCE

The City agrees to primary responsibility for damage and/or injury to person or property proximately caused by use of the subject Parking Lot and Park Space during the term of this Agreement. The City shall maintain, during the entire term of this Agreement, liability insurance coverage covering the City's use of the subject property in the amount of One Million Dollars (\$1,000,000). To the extent permissible under Ohio law and to the extent of the City's insurance liability coverage, the City agrees to indemnify, hold harmless, and defend the Shelly Company from and against any and all liability, losses, damages, costs, and expenses, including reasonable attorneys' fees, incurred in connection with any claim, suit, proceeding, inquiry, or investigation based upon or relating to any use of the Parking Lot or Park Space after the commencement date of this Lease and while the City is in possession of or has the right to possession of the Parking Lot or Park Space pursuant to this Lease.

The City understands and agrees that any vehicles parked or stored by the City, or others with the City's permission, on the Property are stored at the City's own risk. Shelly Materials, Inc. cannot and does not ensure the safety of items stored by the City or others as permitted by the City. The City assumes the risk of loss to the City's property or the property of others as permitted by the City due to vandalism, theft, malicious mischief, unauthorized use, fire, collision, natural elements, acts of God or any other cause whatsoever. Shelly Materials, Inc. has provided no security against risks of loss to the City's property, or the property of others, against injury to the person of the City or the City's employees, agents, invitees, and guests. Thus, Shelly Materials, Inc. shall not be liable for any injury or damage to the City or any person or to any property at any time on the Property from any cause whatsoever. The City expressly assumes the risk of any loss to the City's property from any of the causes whatsoever and the City understands and agrees that lack of security shall not be deemed negligence on the part of Shelly Materials, Inc. Further, the City hereby releases Shelly Materials, Inc. from any such liability for damages and hereby waives any claim for damages arising out of the use of the Property and agrees to hold harmless Shelly Materials, Inc. from any claim or demand arising out of the use of the Property, including but not limited to costs of

investigation, settlement, litigation, attorney fees, and expert witness fees, whether such claim involves an allegation of Shelly Materials, Inc.'s negligence in whole or in part. The City assumes the responsibility for and will undertake to secure its property from all risks.

VIII. TERMINATION

This Agreement may only be terminated by any party for reasons of just cause or as agreed upon by the parties or as agreed upon by a court of law should the matter of termination be an issue that is not agreed upon as between the parties. In any event, this Agreement shall terminate at the expiration of the term described herein above in Section IV.

IX. NOTICES

All notices which may be proper and necessary to be served hereunder shall be in writing and shall be served by personal delivery or by certified mail. Any such correspondence shall be sent to the following addresses:

To the City:

Office of the Mayor
City of Medina
132 North Elmwood Avenue
Medina, OH 44256

To Shelly Materials, Inc.:

Shelly Materials, Inc.
ATTN: Dustin Miller
2301 Progress Street
Dover, OH 44622

X. FORCE MAJEURE

Neither City nor Shelly Materials, Inc. shall be deemed to be in breach of this Agreement by reason of failure to perform any of its obligations hereunder if, while and to the extent that such failure is due to strikes, boycotts, labor disputes, embargoes, shortages of materials, acts of God, acts of the public enemy, acts of government authority, weather conditions, floods, riots, rebellion, sabotage, or any other circumstance for which it is not responsible and which are not within its control; provided that this provision shall not prevent either party from exercising its right of termination under this agreement.

Signed in the presence of:

**CITY OF MEDINA,
an Ohio Municipal Corporation**

By: _____
DENNIS HANWELL, Mayor

STATE OF OHIO)
)ss:
COUNTY OF MEDINA)

Before me, a Notary Public in and for said County and State, personally appeared the above-named City of Medina, an Ohio municipal corporation, by Dennis Hanwell, its Mayor, who executed the foregoing instrument in my presence and acknowledged the same to be the voluntary act of said City and his voluntary act individually and as such officer.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal at Medina, Ohio, this _____ day of _____, 2025.

NOTARY PUBLIC

Signed in the presence of:

**OC-SMA LLC, an Ohio Limited Liability
Company, now known as Shelly Materials, Inc.,
an Ohio Corporation**

By: _____
DUSTIN MILLER, Vice President and General
Manager

STATE OF OHIO)
)
COUNTY OF MEDINA)ss:

Before me, a Notary Public in and for said County and State, personally appeared the above-named Shelly Materials, Inc. by Dustin Miller, its Vice President and General Manager, who executed the foregoing instrument in my presence and acknowledged the same to be the voluntary act of said company and his voluntary act individually and as such officer.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal at Medina, Ohio,
this _____ day of _____, 2025.

NOTARY PUBLIC

Document & Form Approved by:

GREGORY A. HUBER, Law Director
City of Medina

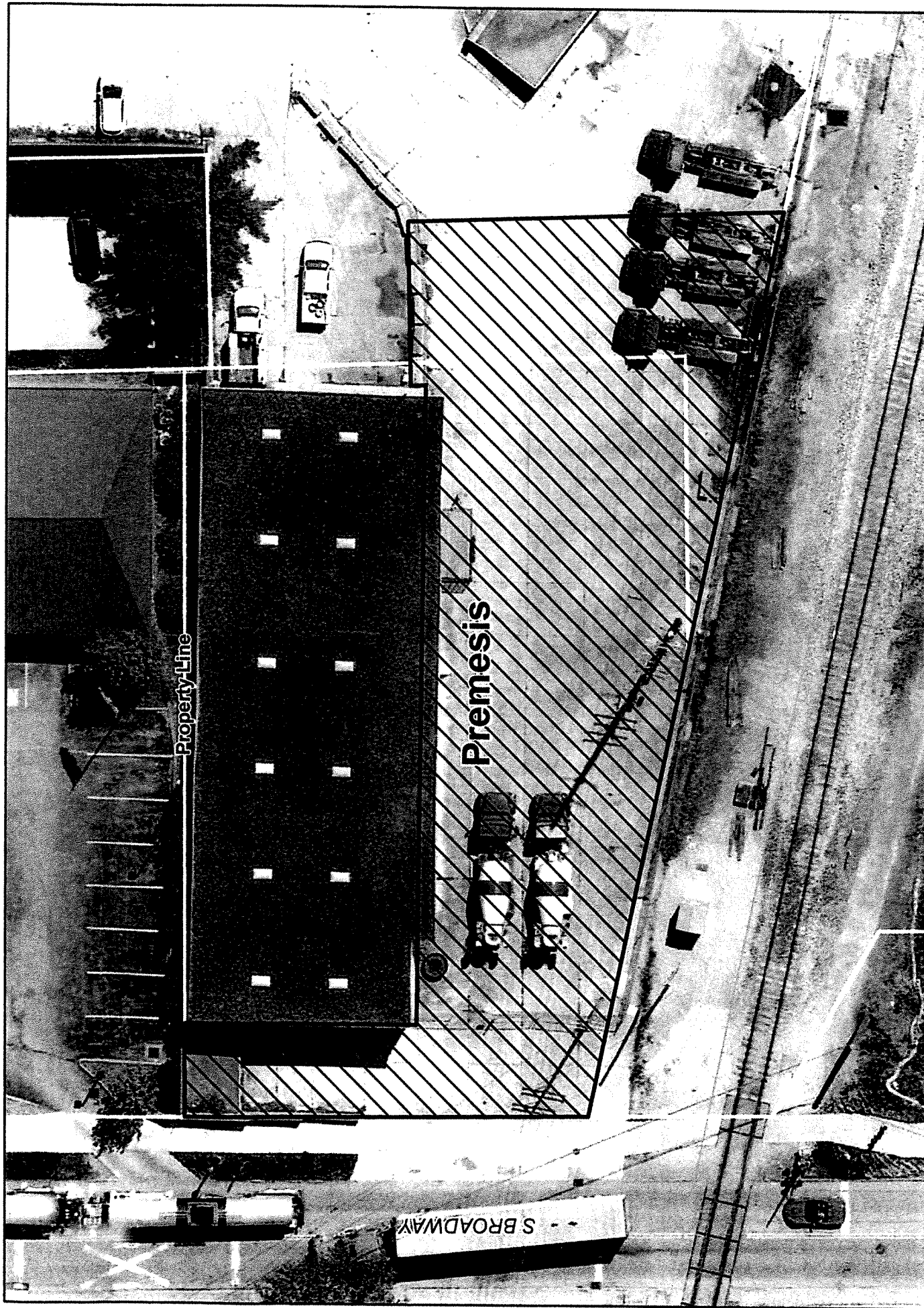


Exhibit A

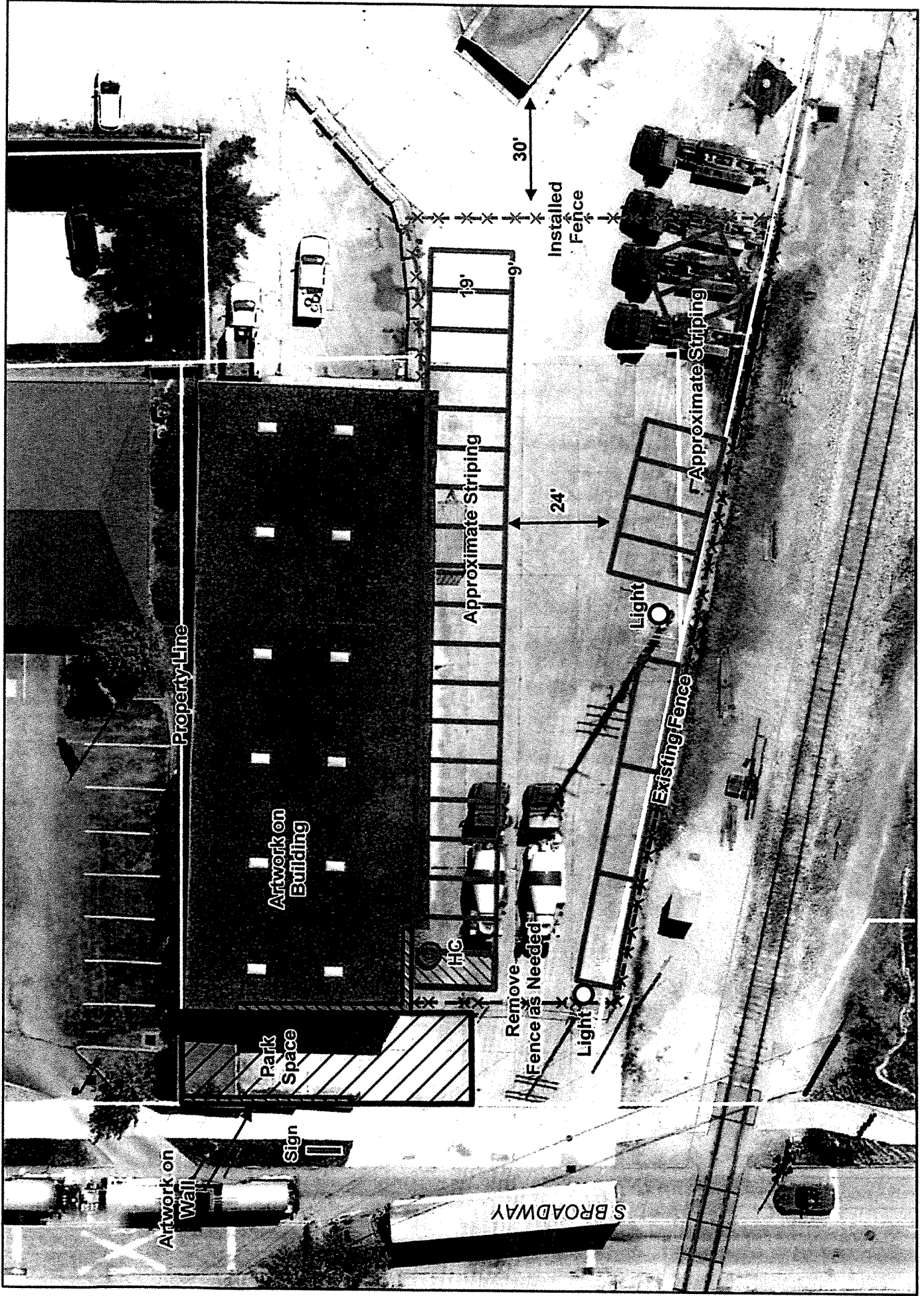


Exhibit B





S Broadway St Activation

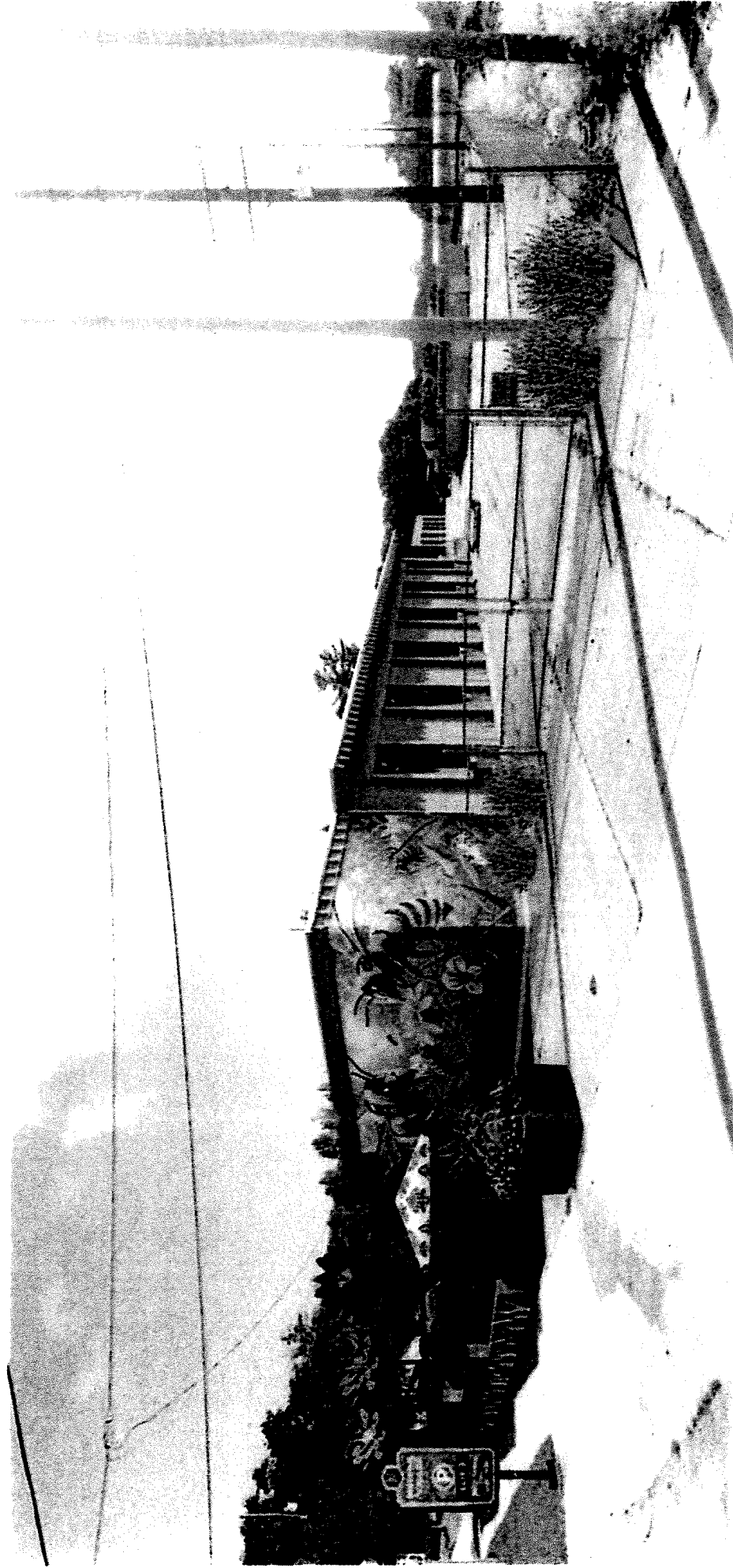


Exhibit C

REQUEST FOR COUNCIL ACTION

No. RCA 25-159-8/25
Committee: Finance

FROM: MEDINA MUNICIPAL COURT

DATE: August 4, 2025

SUBJECT: OHMAS Specialized Dockets Subsidy Project Funding/Veteran's Treatment Court

SUMMARY AND BACKGROUND:

Medina Municipal Court respectfully requests the approval from City Council to receive grant funds from Ohio Department of Mental Health and Addiction Services Specialized Docket Subsidy Project Funding Grant.

Notification of grant funds were received on August 1, 2025.

Award Amount \$75,000 July 1, 2025, to June 30, 2026, fund 109-0757

Estimated Cost:

Suggested Funding:

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

Emergency Clause Requested: YES

Reason: Grant cycle started on 7/1/2025

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord. /Res.
Date:

REQUEST FOR COUNCIL ACTION

No. RCA 25-160-8/25
Committee: Finance

FROM: Keith H. Dirham
DATE: Friday, August 8, 2025
SUBJECT: Uncollectible Utility Account write-off

SUMMARY AND BACKGROUND:

We are prohibited from pursuing collection of account 13739-001 due to a bankruptcy. Please approve the write-off of \$49.83.

The other two significantly past-due accounts will be certified if they do not pay within a month or so.

Estimated Cost:

Suggested Funding:

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

Emergency Clause Requested:

Reason:

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.
Date:

REQUEST FOR COUNCIL ACTION

No. RCA 25-161-8/25

FROM: Keith H. Dirham
DATE: Thursday, August 7, 2025
SUBJECT: Transfer of Special Assessment Bond Retirement Fund Unexpended Balance
(418)

Committee: Finance

SUMMARY AND BACKGROUND:

Estimated Cost: \$425,336.79

transfer from 418 to 428

Suggested Funding:

- sufficient funds in Account No.
- transfer needed from Account No. to Account No.
- NEW APPROPRIATION needed in Account No. 418-0718-56611

Emergency Clause Requested: NO

Reason:

In accordance with ORC 5705.14(C)(1), this approval will need to be subject to approval of the court of common pleas. I spoke with Mr. Huber and he advised that Council would need to approve the transfer before approval of the court is sought.

I am requesting that the unexpended balance be transferred to the Special Assessment Projects Fund (#428). See attached memo to Mr. Huber and ORC.

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.
Date:

Ord. 141-25
8-25-25



132 North Elmwood Ave.
P.O. Box 703
Medina, Ohio 44258-0703
Phone: 330-725-8861
Fax: 330-722-9045
www.medinaoh.org

TO: Greg Huber, Law Director
FROM: Keith Dirham, Finance Director
DATE: Thursday, August 7, 2025
RE: Transfer of Balance of Special Assessment Bond Retirement Fund (#418)

In Accordance with ORC 5705.14 (C)(1) the City of Medina needs permission of the court of common pleas to transfer the unexpended balance of \$425,336.79 from the Special Assessment Bond Retirement Fund (#418) to the Special Assessment Projects Fund (#428).

The listed ORC Section provides that "the unexpended balance in the sinking fund or bond retirement fund of a subdivision, after all indebtedness, interest, and other obligations for the payment of which such fund exists have been paid and retired, shall be transferred, in the case of the sinking fund, to the bond retirement fund, and in the case of the bond retirement fund, to the sinking fund; provided that if such transfer is impossible by reason of the nonexistence of the fund to receive the transfer, such unexpended balance, with the approval of the court of common pleas of the county in which such division is located, may be transferred to any other fund of the subdivision."

The requirements of the above paragraph have been met:

1. The last Special Assessment Bonds outstanding were retired in 2015.
2. There is no Special Assessment Bond Sinking Fund.

As a procedural matter, do you wish to seek permission from the Court first or should I request that Council first approve the transfer subject to such approval which will then be sought after Council's approval of the transfer?



Ohio Revised Code

Section 5705.14 Transfer of funds.

Effective: April 30, 2024

Legislation: House Bill 101

No transfer shall be made from one fund of a subdivision to any other fund, by order of the court or otherwise, except as follows:

(A) The unexpended balance in a bond fund that is no longer needed for the purpose for which such fund was created shall be transferred to the sinking fund or bond retirement fund from which such bonds are payable.

(B) The unexpended balance in any specific permanent improvement fund, other than a bond fund, after the payment of all obligations incurred in the acquisition of such improvement, shall be transferred to the sinking fund or bond retirement fund of the subdivision; provided that if such money is not required to meet the obligations payable from such funds, it may be transferred to a special fund for the acquisition of permanent improvements, or, with the approval of the court of common pleas of the county in which such subdivision is located, to the general fund of the subdivision.

(C)(1) Except as provided in division (C)(2) of this section, the unexpended balance in the sinking fund or bond retirement fund of a subdivision, after all indebtedness, interest, and other obligations for the payment of which such fund exists have been paid and retired, shall be transferred, in the case of the sinking fund, to the bond retirement fund, and in the case of the bond retirement fund, to the sinking fund; provided that if such transfer is impossible by reason of the nonexistence of the fund to receive the transfer, such unexpended balance, with the approval of the court of common pleas of the county in which such division is located, may be transferred to any other fund of the subdivision.

(2) Money in a bond fund or bond retirement fund of a city, local, exempted village, cooperative education, or joint vocational school district may be transferred to a specific permanent improvement fund provided that the county budget commission of the county in which the school district is located approves the transfer upon its determination that the money transferred will not be required to meet the obligations payable from the bond fund or bond retirement fund. In arriving at such a



determination, the county budget commission shall consider the balance of the bond fund or bond retirement fund, the outstanding obligations payable from the fund, and the sources and timing of the fund's revenue.

(D) The unexpended balance in any special fund, other than an improvement fund, existing in accordance with division (D), (F), or (G) of section 5705.09 or section 5705.12 of the Revised Code, may be transferred to the general fund or to the sinking fund or bond retirement fund after the termination of the activity, service, or other undertaking for which such special fund existed, but only after the payment of all obligations incurred and payable from such special fund.

(E) Money may be transferred from the general fund to any other fund of the subdivision.

(F) Moneys retained or received by a county under section 4501.04 or division (A)(2) of section 5735.27 of the Revised Code may be transferred from the fund into which they were deposited to the sinking fund or bond retirement fund from which any principal, interest, or charges for which such moneys may be used is payable.

(G) Moneys retained or received by a municipal corporation under section 4501.04 or division (A)(1) of section 5735.27 of the Revised Code may be transferred from the fund into which they were deposited to the sinking fund or bond retirement fund from which any principal, interest, or charges for which such moneys may be used is payable.

(H)(1) Money may be transferred from the county developmental disabilities general fund to the county developmental disabilities capital fund established under section 5705.091 of the Revised Code or to any other fund created for the purposes of the county board of developmental disabilities, so long as money in the fund to which the money is transferred can be spent for the particular purpose of the transferred money. The county board of developmental disabilities may request, by resolution, that the board of county commissioners make the transfer. The county board of developmental disabilities shall transmit a certified copy of the resolution to the board of county commissioners. Upon receiving the resolution, the board of county commissioners may make the transfer. Money transferred to a fund shall be credited to an account appropriate to its particular purpose.



(2) An unexpended balance in an account in the county developmental disabilities capital fund or any other fund created for the purposes of the county board of developmental disabilities may be transferred back to the county developmental disabilities general fund. The transfer may be made if the unexpended balance is no longer needed for its particular purpose and all outstanding obligations have been paid. Money transferred back to the county developmental disabilities general fund shall be credited to an account for current expenses within that fund. The county board of developmental disabilities may request, by resolution, that the board of county commissioners make the transfer. The county board of developmental disabilities shall transmit a certified copy of the resolution to the board of county commissioners. Upon receiving the resolution, the board of county commissioners may make the transfer.

(I) Money may be transferred from the public assistance fund established under section 5101.161 of the Revised Code to either of the following funds, so long as the money to be transferred from the public assistance fund may be spent for the purposes for which money in the receiving fund may be used:

(1) The children services fund established under section 5101.144 of the Revised Code;

(2) The child support enforcement administrative fund established, as authorized under rules adopted by the director of job and family services, in the county treasury for use by any county family services agency.

(J) Notwithstanding this section, money in any fund or account of a village dissolved in accordance with sections 703.31 to 703.39 of the Revised Code may be transferred by the receiver-trustee to a special account for the purpose of paying the debts, obligations, and liabilities of the dissolved village or to the general fund of any township into which the territory of the village is dissolved for any purpose that directly or indirectly benefits the former territory of the dissolved village.

(K) Except in the case of transfer pursuant to division (E) or (J) of this section, transfers authorized by this section shall only be made by resolution of the taxing authority passed with the affirmative vote of two-thirds of the members.

REQUEST FOR COUNCIL ACTION

No. RCA 25-162-8/25
Committee: Finance

FROM: Police Chief Edward Kinney
DATE: August 8, 2025
SUBJECT: Amend Salaries & Benefits Code Section 31.13(1)(J)

SUMMARY AND BACKGROUND:

On 6/24/2024, Council passed Ord 129-24 relative to vacation for experienced new hires. This ordinance added Paragraphs H, I and J to Salaries & Benefits Code Section 31.13(1), awarding 2 and 3 weeks of vacation to new hires bringing 5+ years of experience to the City of Medina. The ordinance not only gave Board of Control the discretion to award this vacation time upon employment, but also to increase the vacation accrual rate for current employees hired AFTER 7/1/2022.

However, a Police Department employee recently brought it to our attention that he was a lateral transfer who brought 5 years of experience to the City, but Paragraph J excluded him from getting the increased vacation accrual rate because he was hired BEFORE 7/1/2022.

I respectfully request that Council amend Salaries & Benefits Code Section 31.13(1)(J) to read:

"For employees hired after ~~July 1, 2022~~ September 1, 2021, the Board of Control shall have the discretion to apply either of the above sections to them as determined by the Board."

This change will allow Board of Control to consider awarding the increased vacation accrual rate to this Police Department employee.

Estimated Cost: 0

Suggested Funding:

- sufficient funds in Account No. 106-0101-50115
- transfer needed from Account No. _____ to Account No. _____
- NEW APPROPRIATION needed in Account No. _____

Emergency Clause Requested: No
Reason:

COUNCIL USE ONLY:
Committee Action/Recommendation:

Council Action Taken:

Ord./Res.
Date:

SECTION 31.13 VACATION

Section 1. Effective December 1, 2020, each full-time employee shall earn and be entitled to paid vacation in accordance with the following schedule:

- A. An employee with less than five (5) years of service shall earn vacation with pay at the rate of 3.077 hours per pay period with a maximum earning of two (2) basic work weeks, and may carry over a maximum of 160 hours of earned vacation.
- B. An employee with five (5) years, but less than eleven (11) years of service shall earn vacation with pay at the rate of 4.615 hours per pay period with a maximum earning of three (3) basic work weeks, and may carry over a maximum of 240 hours of earned vacation.
- C. An employee with eleven (11) years, but less than twenty (20) years of service, shall earn vacation with pay at the rate of 6.154 hours per pay period (with a maximum earning of four (4) basic work weeks, and may carry over a maximum of 320 hours of earned vacation.
- D. An employee with twenty (20) or more years of service shall earn vacation with pay at the rate of 7.692 hours per pay period with a maximum earning of five (5) basic work weeks, and may carry over a maximum of 400 hours of earned vacation.
- E. Employees will not be permitted to carry over vacation into the succeeding calendar year beyond the carryover limits set forth above in this section, in paragraphs A-D.
- F. For employees on a leave of absence, lay-off, or a period of termination service time will not be accumulated during such leave of absence, lay-off, or period of employment termination.
- G. Credited Service. For all employees hired after January 1, 1992 only service as a full-time employee of the City of Medina will be credited for purposes of vacation eligibility.
- H. Subject to the discretion of the Board of Control, a new hire with significant relevant experience (generally 5-10 years) shall earn vacation time as follows:
 - 1. The new employee shall be granted two (2) weeks vacation upon employment.
 - 2. Such employees shall not accrue vacation for their first year of employment.
 - 3. Upon completing one (1) year of service with the City, such employees shall begin accruing vacation in accordance with sections A through G.
 - 4. An employee hired under this section whose employment with the city is terminated within one (1) year of service of hire date shall repay the City for any vacation time used that would not have been earned at the normal accrual rate and shall not be eligible for vacation benefits for employment termination under Section 3.

- I. Subject to the discretion of the Board of Control, a new hire with substantial relevant experience (generally ten or more years) shall earn vacation time as follows:
1. The new employee shall be granted three (3) weeks vacation upon employment.
 2. Such employees shall not accrue vacation for their first year of employment.
 3. Such employees from their one (1) year anniversary with the City through ten (10) years with the City shall earn vacation with pay at the rate of 4.615 hours per pay period with a maximum earning of three (3) basic work weeks, and may carry over a maximum of 240 hours of earned vacation.
 4. Upon completion of eleven (11) years of service with the City, such employees shall earn vacation in accordance with Sections C through G.
 5. An employee hired under this section whose employment with the City is terminated within one (1) year of hire date shall repay the City for any vacation time used that would not have been earned at the normal accrual rate and shall not be eligible for vacation benefits for employment termination under Section 3.
- J. For employees hired after July 1, 2022, the Board of Control shall have the discretion to apply either of the above sections to them as determined by the Board.

(Ord. 102-20, 203-20, 91-24, 129-24)

Section 2. General practices and definitions.

- A. Employees will not be permitted to work for the City during their vacation periods and receive additional compensation; except an employee who has already taken off work for at least three (3) weeks of vacation in a calendar year may be compensated for additional accumulated and unused vacation if the Department Head is unable to schedule the employee off prior to the end of the year and the vacation would be forfeited.
- B. Holiday During Vacation Period. When a City-observed holiday for which an employee is entitled to straight time pay, falls within the scheduled vacation period, he will be given an additional day off with pay or, at the discretion of his supervisor, a day's pay.
- C. Basic Work Week. A basic work week as used in Section 31.09.
- D. The vacation period is from the first day of the calendar year through the last day of the calendar year.

(Ord. 79-17, 130-17, 102-20, 203-20, 200-21, 91-24)

Section 3. Vacation Benefits For Employment Termination. An employee who leaves the employ of the City for any reason will receive vacation pay for any vacation they may have been eligible to receive if not already taken at the time of their termination. Employees within their first year of employment with the City of Medina shall not be

eligible for vacation time payout.

(Ord. 79-17, Ord. 91-24)

OK
D. H. Hansen
8-11-25

REQUEST FOR COUNCIL ACTION

From: Larry Walters

No. RCA 25-163-8/25

Date: August 11, 2025

Committee: Finance

Subject: Medina County All-Hazards Mitigation Plan

Summary and background:

Medina County EMA has updated the All-Hazards Mitigation Plan and have requested all municipalities adopt it. It is required that the plan be updated every 5 years. The last plan was adopted by council in 2019. Reference 74-19

A copy of the new plan is available at All Hazards Mitigation Plan DRAFT – Medina County Emergency Management Agency

Estimated Cost:

Suggested Funding:

Sufficient Funds in Account:

Transfer Needed From:

To:

New Appropriation Needed into Account:

Emergency Clause Requested: Yes ☐ No ☐

Reason:

COUNCIL USE ONLY:

Committee Recommendation:

Ord./Res.:

Date:



**MEDINA COUNTY OFFICE OF EMERGENCY
MANAGEMENT & HOMELAND SECURITY**

5834 Heather Hedge Dr. Chippewa Lake, OH 44215

Phone 330-722-9240

medinacountyema.org

August 8th, 2025

Medina City Council
132 North Elmwood
Medina, Ohio 44256

RECEIVED
AUG 11 2025

BY:

Re: Hazard Mitigation Plan Adoption

Medina City Council Members,

We are requesting that every municipality in Medina County adopt the *Medina County All Hazards Mitigation Plan 2025* by resolution. The new plan is available at <https://www.medinacountyema.org/plans-resources/emergency-management-plans/>. I have included your adoption resolution from the previous plan with this letter for your reference.

The State of Ohio is currently in the process of reviewing the plan update and is requesting that each municipality formally adopt the plan. In years past the plan has needed to go to FEMA for approval, but the State has an agreement in place with FEMA that these plans are able to be approved solely by Ohio EMA. The next step in the approval process is for every jurisdiction to adopt the plan and then the State will formally approve the plan. This county-wide plan is crucial for local governments and residents to be eligible for pre and post-disaster Federal mitigation funding.

Please send your signed resolution or equivalent document by email to Neddy@medinacountyema.org or bnau@medinacountyema.org or by mail to Medina County Office of Emergency Management & Homeland Security Attn: Noah Eddy, 5834 Heather Hedge Dr. Chippewa Lake, OH 44215

Please feel welcome to contact me with questions.

Respectfully,

Noah Eddy
Emergency Management Specialist

RESOLUTION NO. 74-19

**A RESOLUTION AUTHORIZING THE ADOPTION OF THE
MEDINA COUNTY 2019 ALL HAZARD AND FLOOD
MITIGATION PLAN UPDATE.**

WHEREAS: Resolution No. 266-05, passed December 12, 2005, adopted the Medina County All Hazards and Flood Mitigation Plan approved by the Federal Emergency Management Agency (FEMA); and

WHEREAS: It is necessary for the plan to be updated every 5 years.

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

SEC. 1: That the 2019 Medina County All Hazard and Flood Mitigation Plan Update is hereby adopted.

SEC. 2: That a copy of the 2019 Medina County All Hazards and Flood Mitigation Plan is on file in the office of the Medina County Office of Emergency Management & Homeland Security.

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

SEC. 4: That this Resolution shall be in full force and effect at the earliest period allowed by law.

PASSED: May 13, 2019

SIGNED: John M. Coyne, III
President of Council

ATTEST: Kathy Patton
Clerk of Council

APPROVED: May 14, 2019

SIGNED: Dennis Hanwell
Mayor

Effective date – June 12, 2019

Kathy Patton

74-19
5-13-19

OK
12-Hours
8-12-25

REQUEST FOR COUNCIL ACTION

No. RCA 25-164-8/23

FROM: Nino Piccoli, Service Director

DATE: August 11, 2025

SUBJECT: City Auction

Committee: Finance

SUMMARY AND BACKGROUND:

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

Estimated Cost:

Suggested Funding:

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

Emergency Clause Requested: No

Reason:

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

OK

REN 25-165-8/a.3

Finance
Only

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

- Department Heads can authorize expenditures up to \$2,000.00 (requisition)
- Board of Control authorizes expenditures from \$2,000.01 to \$20,000.00 (BOC form).
- Finance Committee authorizes expenditures from \$20,000.01 to \$35,000.00 (BOC form).
- Council authorizes expenditures/bids over \$35,000.01 (RCA form). Board of Control awards all bids, unless otherwise specified in authorizing ordinance. (Ord. 77-23)

Date: 8/13/2025 Department: Medina Rec

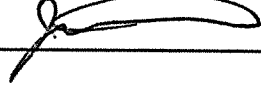
Amount requested: \$6,600.00 BOC Approval Date: _____
Fill below for increases only (Finance Use Only)

Increase Amount: \$6,600.00 PO Number to increase: 25-1375

New PO Total with increase: \$26,600.00

Account Number: 574-0351-53322

Vendor: Rescue Painting R00202

Department Head/Authorized Signature: _____


Item/Description:

Increase to PO 25-1375

Painting of remaining stair railing and touchups from Locker Room Renovation project.

Painting of door frames.

FINANCE COMMITTEE APPROVAL: (expenditures from \$20,000.01 to \$35,000.00)

Date Approved/Denied by Finance Committee: _____

_____ Date to Finance: _____
Clerk of council

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



RESCUE PAINTING
330-769-8029
www.rescuepainting.com



Carpet Rescue
330-485-6911
www.carpetrescue911.com

Rescue Painting and Decorating Inc

Estimate No: 1443
Date: 08/13/2025
For: Medina Rec Center
ckipp@medinaoh.org
855 Weymouth Rd
Medina, OH, 44256-2039
(330) 721-6936

Estimate

153 Center St
Seville, OH 44273
www.rescuepainting.com
330-608-1631
mark.kratzer@rescuepainting.com
www.rescuepainting.com
www.carpetrescue911.com

Description	Quantity	Rate	Amount
Men's and Women's Restroom door frames	1	\$2,600.00	\$2,600.00
1) Sand and clean, caulk were needed, apply 2 topcoats, 5 large casings, 1 little casing per restroom			
2) Men's Restroom casings \$1360.00			
3) Women's Restroom casings \$1360.00 Total all \$2720.00 Discount \$120.00=\$2600.00			
Material Sherwin-Williams emerald urethane semi gloss finish			
	Subtotal		\$2,600.00
	0%		\$0.00
	Total		\$2,600.00
	Total		\$2,600.00

REQUEST FOR COUNCIL ACTION

No. RCA 25-166-8/25
Committee: Finance

FROM: Andrew Dutton

DATE: 8/15/25

SUBJECT: Vacating of R/W and Zoning Designation

SUMMARY AND BACKGROUND:

In 1987, St. Francis Xavier vacated 0.14 acres of land and dedicated it to the City of Medina via Ord. 138-87. At the time, the 0.14 acres was zoned C-B (Commercial Business), a zoning designation which no longer exists.

Since 1987, the property has been considered public right-of-way and all land surrounding the 0.14 acres has been rezoned to P-F (Public Facilities).

St. Francis Xavier has requested that the 0.14 acre right-of-way be vacated and transferred back to the church as "The Bishop of the Cleveland Diocese".

The Planning Commission reviewed and unanimously (5-0) recommended approval of the request at their regular meeting on 8/14/25.

See RCA 19-175-10/15

Estimated Cost: \$0

Suggested Funding:

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

to Account No.

Emergency Clause Requested: No
Reason:

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.
Date:



BOARDS & COMMISSIONS APPLICATION

132 North Elmwood Avenue
330-722-9038
www.medinaoh.org

Application Number P25-11

GENERAL	Date of Application <u>07/18/2025</u>
	Property Location <u>606 East Washington St., Medina, OH 44256</u>
	Description of Project <u>Vacate 0.1408 acres of the City of Medina, land east of St. Francis Xavier School, back to St. Francis Xavier Church. Property is part of Outlot 2. Land no longer needs to be 'Public Land' to be used by the St. Francis Xavier School.</u>
CONTACT INFORMATION	Applicant
	Name <u>Reverend Anthony Sejba</u>
	Address <u>606 E. Washington</u> City <u>Medina</u> State <u>OH</u> Zip <u>44256</u>
	Phone <u>330-725-4968</u> Email <u>TSejba@sfxmedina.org</u>
	Property Owner
	Name <u>Edward C. Malesic, Bishop of Cleveland</u>
Address <u>1404 East 9th Street</u> City <u>Cleveland</u> State <u>OH</u> Zip <u>44114</u>	
Phone <u>216-696-6525</u> Email <u>TSejba@sfxmedina.org</u>	
APPLICATION TYPE	Planning Commission
	Site Plan <input type="checkbox"/> Conditional Zoning Certificate <input type="checkbox"/> Code or Map Amendment <input checked="" type="checkbox"/>
	Preliminary Plan <input type="checkbox"/> Final Plat <input checked="" type="checkbox"/> Conditional Sign (EMC/Shopping Ctr) <input type="checkbox"/> TC-OV <input type="checkbox"/> Other <input type="checkbox"/>
	Historic Preservation Board Certificate of Appropriateness <input type="checkbox"/> Conditional Sign <input type="checkbox"/>
Board of Zoning Appeals Variance <input type="checkbox"/> Appeal <input type="checkbox"/>	
APPLICANT SIGNATURE	<i>By signing this application, I hereby certify that:</i>
	1) <i>The information contained in this application is true and accurate to the best of my knowledge;</i>
	2) <i>I am authorized to make this application as the property owner of record or I have been authorized to make this application by the property owner of record;</i>
OFFICIAL USE	3) <i>I assume sole responsibility for correspondence regarding this application; and</i>
	4) <i>I am aware that all application requirements must be submitted prior to the formal acceptance of my application.</i>
	Signature <u>Rev Anthony F Sejba</u> Date <u>7-21-25</u>
OFFICIAL USE	Zoning District <u>P-F (Proposed)</u>
	Meeting Date <u>8/14/25</u>
	Fee (See Fee Sheet) \$ <u>275</u>
Check Box when Fee Paid <input checked="" type="checkbox"/>	



CITY OF MEDINA
Community Development Department
132 N. Elmwood Ave. Medina, OH 44256
Phone: 330-722-9056

August 15, 2025

Reverend Anthony Sejba
St. Francis Xavier
606 E. Washington Street
Medina, OH 44256

Dear Reverend Sejba,

At the August 14, 2025 meeting of the Planning Commission, the Commission considered application **P25-11**: Reverend Anthony Sejba requesting Final Plat and Zoning Map Amendment approval for the vacating of right-of-way east of 606 East Washington Street and assigning a zoning of P-F (Public Facilities).

After discussion, a motion was made to approve the application, as presented. The motion received the necessary votes of the Commission and was approved.

Your request will be forwarded to City Council for their consideration. City Council will make the final decision regarding the vacating of right-of-way and assignment of zoning.

This action of the Planning Commission does not constitute approval of a Site Plan, Zoning Certificate, Variance, Building Permit, Engineering Permit, Sign Permit, or other application required by the City of Medina Codified Ordinances.

Please feel free to contact me at (330) 722-9023 or adutton@medinaoh.org if you have any questions or need any further information.

Sincerely,

Andrew Dutton
Community Development Director

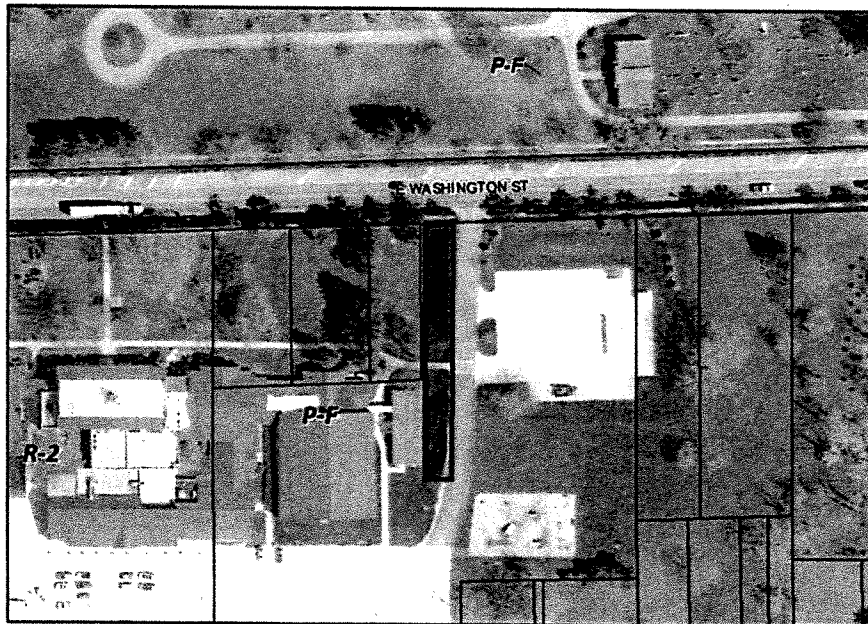
P25-11
Vacating of Right-of-Way and Zoning District Assignment

Property Owner: City of Medina
Applicant: Reverend Anthony Sejba
Location: East of 606 East Washington Street
Zoning: Proposed P-F (Public Facilities)
Request: Final Plat and Zoning Map Amendment approval for the vacating of right-of-way and assigning a zoning of P-F

LOCATION AND SURROUNDING USES

The subject site is composed of 0.14 acres located on the south side of East Washington Street. Adjacent properties are zoned P-F and contain the following uses:

- North – Spring Grove Cemetery
- South – St. Francis Xavier Parking
- East – St. Francis Xavier School
- West – St. Francis Xavier Parking



BACKGROUND & PROPOSED APPLICATION

In 1987, St. Francis Xavier vacated 0.14 acres of land and dedicated it to the City of Medina via Ord. 138-87. At the time, the 0.14 acres was zoned C-B (Commercial Business), a zoning designation which no longer exists.

Since 1987, the property has been considered public right-of-way and all land surrounding the 0.14 acres has been rezoned to P-F (Public Facilities).



St. Francis Xavier has requested the 0.14 acre right-of-way be vacated and transferred back to the church. The request requires the Planning Commission to approve a Final Plat and provide a recommendation on the proposed P-F zoning classification. City Council must then pass legislation vacating the right-of-way and assigning the zoning classification.

PERMITTED USES AND STANDARDS

There is no current proposed use for the 0.14 acres, however, the P-F District allows the following permitted and conditionally permitted uses:

1130.02 PRINCIPALLY PERMITTED USES.

The following uses shall be permitted in the P-F Public Facilities District:

Residential	Public/Semi-Public	Commercial
None	Cemetery	Hospital
	Educational Institution	Office
	Museum	
	Off-Street Parking Lot, Deck, or Garage	
	Passenger Transportation Agency and Terminal	
	Publicly Owned or Operated Governmental Facility	
	Public or Quasi-Public Owned Park or Recreation Facility	
	Public Utility	
Other Similar Uses as Determined by the Planning Commission		

1130.04 CONDITIONALLY PERMITTED USES.

The following uses shall be permitted as conditionally permitted uses in the P-F Public Facilities District subject to the requirements of Chapter 1153, Conditional Zoning Certificates:

Residential	Public/Semi-Public	Commercial
Assisted Living Facility, Independent Living Facility, or Nursing Home	Conservation Use	Child Day Care Center or Nursery
	Wireless Telecommunication Facility	Multiple Uses in a Single Building
	Urban Garden	

COMMUNITY DEVELOPMENT DEPARTMENT STAFF RECOMMENDATION

Staff recommends **approval** of application P25-11 to vacate a 0.14 acre right-of-way and assign a zoning of P-F.

VACATION PLAT IN THE CITY OF MEDINA, VACATING A 25' WIDE RIGHT OF WAY
PART OF OUTLOT 2 IN ORIGINAL MEDINA TWP. LOT 79, NOW IN THE CITY OF MEDINA, OHIO.

ACCEPTED BY THE CITY OF MEDINA BY CITY COUNCIL AT ITS
REGULAR MEETING HELD ON THE _____ DAY OF _____, 2025.

ORDINANCE NO. _____

PRESIDENT OF COUNCIL _____ CLERK OF COUNCIL _____

APPROVED BY THE MEDINA CITY PLANNING COMMISSION
THIS _____ DAY OF _____, 2025.

PLANNING DIRECTOR _____ SECRETARY _____

APPROVED BY THE MEDINA CITY ENGINEER
THIS _____ DAY OF _____, 2025.

TAX MAP ASSOCIATE _____

RECEIVED FOR TRANSFER THIS _____ DAY OF _____, 2025.

MEDINA COUNTY AUDITOR _____

RECEIVED AND RECORDED THIS _____ DAY OF _____, 2025.

AT _____ A.M. / P.M. IN PLAT DOC.# _____

FEE \$ _____

MEDINA COUNTY RECORDER _____

RIGHT OF WAY AREA TO BE VACATED TO
THE BISHOP OF THE CLEVELAND DIOCESE

0.1408 ACRES NEW P.P.# _____

1" = 100' SCALE

LEGEND

- MONUMENT FOUND & USED, UNLESS OTHERWISE NOTED.
DISTANCES SHOWN ARE RECORD & USED

REFERENCES: MEDINA COUNTY ENGINEERS SURVEY BOOKS
P-78A, K-23, K-140.

BASIS OF BEARINGS: ASSUMED N 00° 00' 00" E
ALONG WEST RW LINE OF SPRING GROVE STREET.

APPROVED BY THE CITY OF MEDINA BY CITY COUNCIL AT ITS
REGULAR MEETING HELD ON THE _____ DAY OF _____, 2025.

ORDINANCE NO. _____

PRESIDENT OF COUNCIL _____ CLERK OF COUNCIL _____

APPROVED BY THE MEDINA CITY PLANNING COMMISSION
THIS _____ DAY OF _____, 2025.

PLANNING DIRECTOR _____ SECRETARY _____

APPROVED BY THE MEDINA CITY ENGINEER
THIS _____ DAY OF _____, 2025.

TAX MAP ASSOCIATE _____

RECEIVED FOR TRANSFER THIS _____ DAY OF _____, 2025.

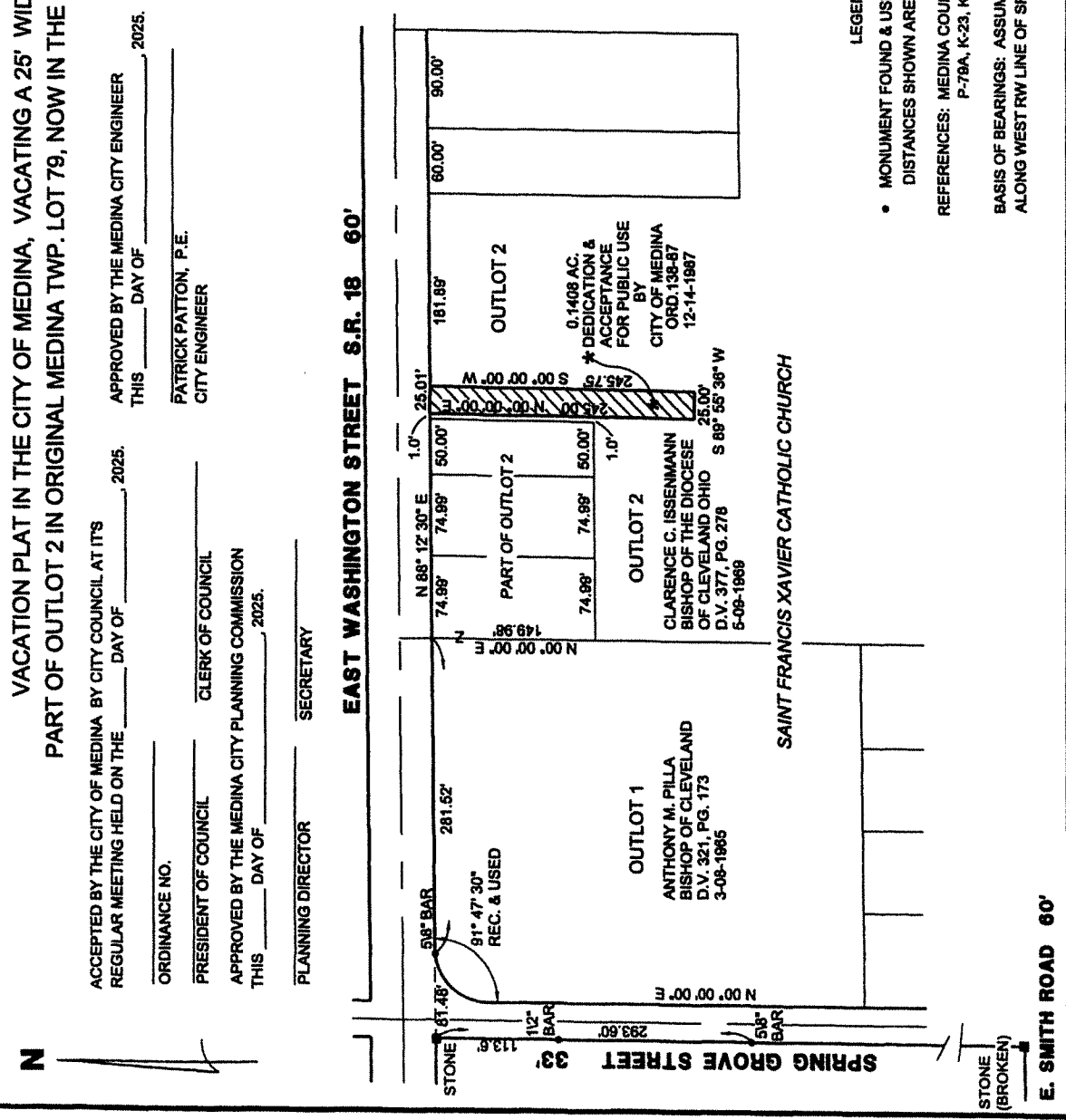
MEDINA COUNTY AUDITOR _____

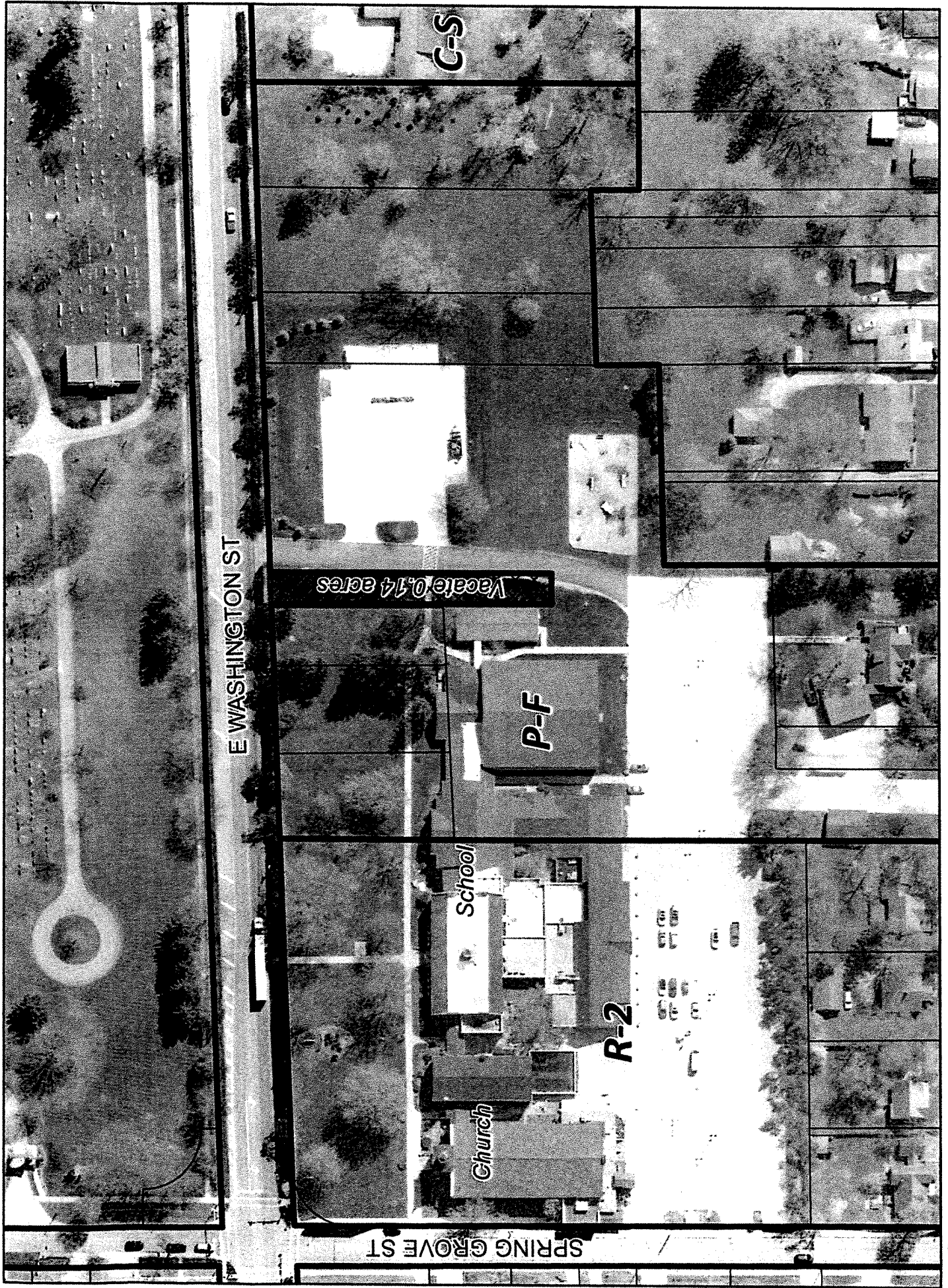
RECEIVED AND RECORDED THIS _____ DAY OF _____, 2025.

AT _____ A.M. / P.M. IN PLAT DOC.# _____

FEE \$ _____

MEDINA COUNTY RECORDER _____





ORDINANCE NO. 138-87

AN ORDINANCE VACATING A PORTION OF REAL ESTATE ON EAST WASHINGTON STREET AND ACCEPTING A DEDICATION PLAT OF REAL ESTATE ON EAST WASHINGTON STREET FOR STREET AND ALL OTHER UTILITY PURPOSES.

WHEREAS: Ordinance No. 143-83, passed September 26, 1983, dedicated a portion of real estate on East Washington Street at St. Francis Xavier Catholic Church for street and all other utility purposes; and

WHEREAS: At the written request of the property owner, the Planning Commission, at its November 12, 1987 meeting, approved the vacation plat and street dedication plat of a portion of real estate at 612 East Washington Street.

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

SEC. I: That the portion of East Washington Street as shown on Exhibit A, attached hereto and made a part hereof, is hereby vacated.

SEC. II: That the street dedication plat for East Washington Street, as shown on Exhibit B, attached hereto and made a part hereof, is hereby dedicated to public use for street and all other purposes.

SEC. III: It is agreed and understood that the parish of St. Francis Xavier shall be responsible for all upkeep and maintenance on Out Lots 1 and 2 as shown on Exhibit B.

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

PASSED: December 14, 1987

SIGNED: Dolly D. Livermore
President of Council

ATTEST: Catherine L. Horn
Clerk of Council

APPROVED: Dec 70, 1987

SIGNED: [Signature]
Mayor

I hereby certify that the foregoing Ordinance No. 138-87 was duly published by title only in the Medina County Gazette on the 19 day of JANUARY and the 26 day of JANUARY, 1988.

Catherine L. Horn
Clerk of Council

Exhibit A
08013887

ACCEPTANCE OF VACATION:

KNOW ALL MEN BY THESE PRESENTS THAT I ANTHONY PILLA BISHOP, ROMAN CATHOLIC DE-CEASED OF CLEVELAND, OHIO FOR ST FRANCIS XAVIER CATHOLIC CHURCH OF MEDINA OWNER OF THE LANDS ABUTTING THE DEDICATED RIGHT-OF-WAY SHOWN AND DO HEREBY CONSENT AND AGREE TO THE VACATION OF SAID RIGHT-OF-WAY AS SHOWN SHADED IN YELLOW BY THE COUNCIL OF THE CITY OF MEDINA, OHIO.

ANTHONY PILLA, BISHOP
ROMAN CATHOLIC DIOCESE
OF CLEVELAND

COUNTY OF MEDANA
STATE OF OHIO
SS

BEFORE ME A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE,
PERSONALLY APPEARED THE ABOVE SIGNED ANTHONY PILLA BISHOP,
ROMAN CATHOLIC DIOCESE OF CLEVELAND, OHIO FOR ST. FRANCIS XAVIER
CATHOLIC CHURCH OF MEDINA, WHO ACKNOWLEDGES THE SIGNING OF THE
FOREGOING INSTRUMENT TO BE HIS OWN FREE ACT AND DEED AND IN TESTIMONY
WHEREOF I HAVE HEREUNTO SET MY HAND AND OFFICIAL SEAL AT
OHIO THIS _____ DAY OF _____ 19____.

NOTARY PUBLIC
MY COMMISSION EXPIRES

EAST WASHINGTON STREET 60'

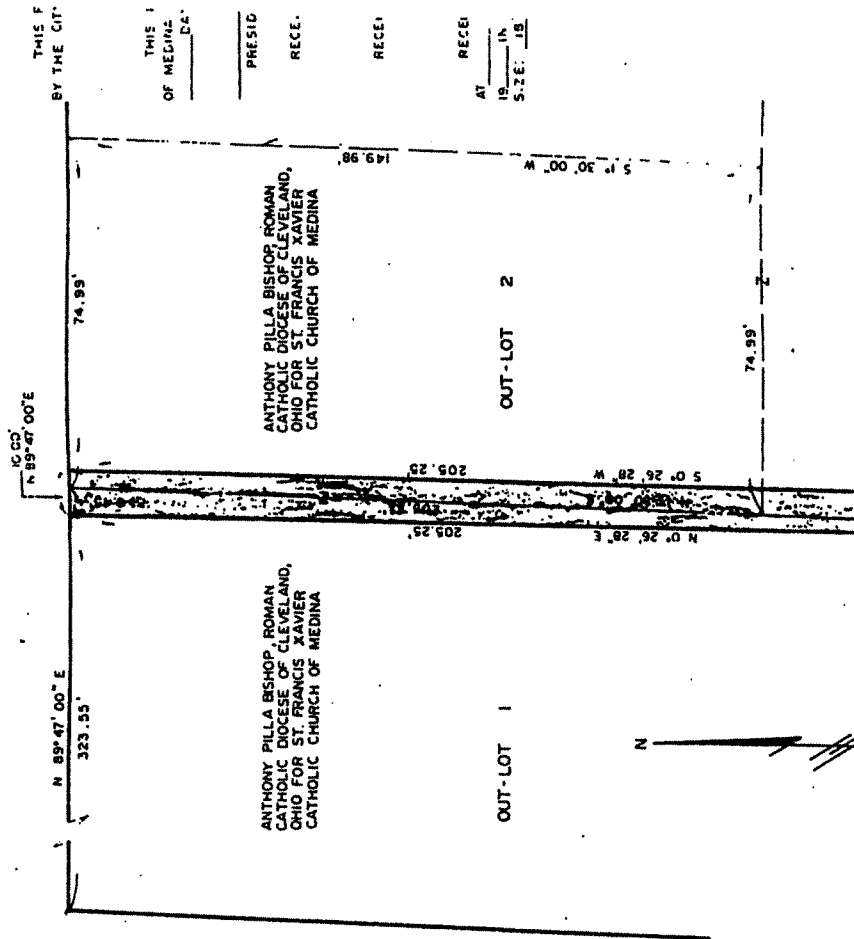


Exhibit B
ORD. 138-27

ACCEPTANCE & DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT ANTHONY PILLA BISHOP, THE ROMAN CATHOLIC DIOCESE OF CLEVELAND, OHIO FOR ST FRANCIS XAVIER CATHOLIC CHURCH OF MEDINA, OHIO, THE OWNER OF THE HEREIN DESCRIBED LAND DOES HEREBY ACKNOWLEDGE THIS PLAT TO BE HIS OWN FREE ACT AND DEED AND DOES HEREBY DEDICATE TO PUBLIC USE THAT AREA SHOWN HEREIN IN YELLOW SHADE.

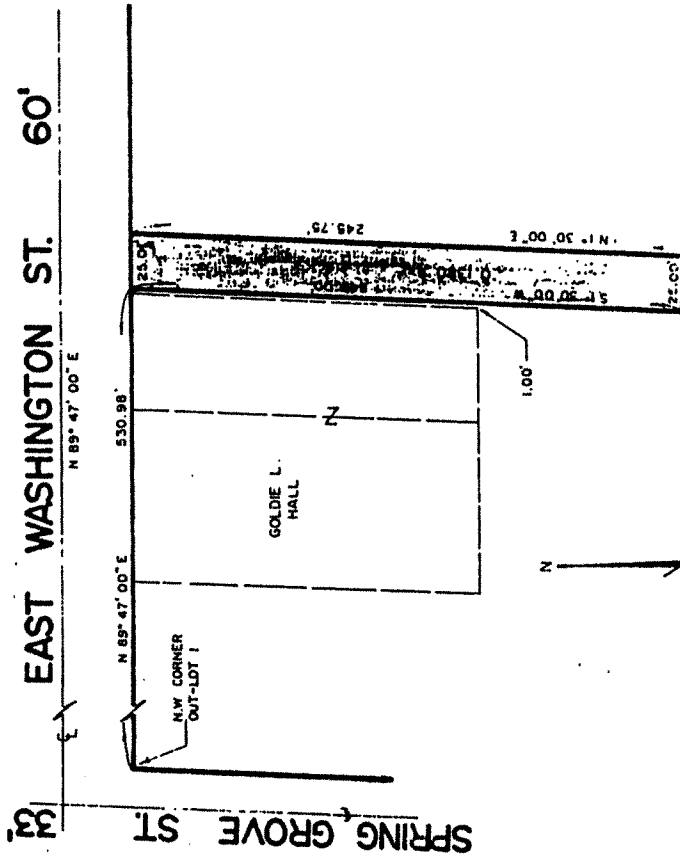
WITNESS
ANTHONY PILLA, BISHOP
ROMAN CATHOLIC
DIOCESE OF CLEVELAND

COUNTY OF _____ BEFORE ME, A NOTARY PUBLIC STATE OF OHIO, IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED THE ABOVE SIGNED ANTHONY PILLA BISHOP, ROMAN CATHOLIC DIOCESE OF CLEVELAND, WHO ACKNOWLEDGES THE SIGNING OF THE FOREGOING INSTRUMENT TO BE HIS FREE ACT AND DEED IN WITNESS WHEREOF I HAVE HEREUNTO SET MY HAND AND OFFICIAL SEAL AT _____ OHIO THIS _____ DAY OF _____ 1987

NOTARY PUBLIC

I HEREBY CERTIFY THAT I HAVE SURVEYED THE LAND SHOWN ON THIS PLAT, THAT THE PLAT IS A CORRECT REPRESENTATION OF THE LAND SURVEYED, THE SURVEY BALANCES AND CLOSURES THAT ALL DIMENSIONAL AND GEODETIC DETAILS ARE CORRECT, AND THAT THE MONUMENTS SHOWN THEREON EXIST OR SHALL BE SET AS SHOWN.

Thomas A. Cunningham
THOMAS A. CUNNINGHAM
REG. OHIO SURVEYOR # 5274



Finance Committee
Monday, June 12, 2023
6:00 p.m. Medina City Hall – Council Rotunda

In attendance: J. Coyne – Chairman, J. Shields, B. Lamb, R. Haire, P. Rose, and D. Simpson. J. Hazeltine was absent.

Also present: Mayor Hanwell, Greg Huber, Nino Piccoli, Keith Dirham, Patrick Patton, Sgt. Zaremba, Judge Werner, Jansen Wehrley, Kimberly Marshall, Sarah Crawford, Keri Huff and Kathy Patton.

1. Assignment of Requests for Council Action

2. 19-175-10/15 – Vacating City R-O-W from Church Property

Mr. Patton stated council discussed this about 4 years ago. Back in the 80's the church dedicated a portion of their property perpendicular to route 18 as public right-of-way in order to be able to get the modular unit trailers in and they had to do that in order to meet state rules regarding public educational monies. That apparently went away and now they want their property back. The method to do that is through a vacation plat. A surveyor needs to be hired and an engineer to put it together. John Coyne stated that council is in agreement, and it's ok to vacate it. No vote is necessary and they can move forward to obtain the vacation plat and prepare it.

3. 23-113-5/22 – Increase PO #2023-0930 – Wheeling & Lake Erie Railway

Mr. Dirham stated this is a little goofy but council already approved it once, but at the time it was approved the new ordinance increasing the amounts the Finance Committee has the authority to approve hadn't taken effect yet. Mr. Shields moved to approved, seconded by Mr. Simpson. Motion passed 6-0.

4. 23-114-5/22 – Increase PO #2023-840 – Rocco Masonry

Mr. Piccoli stated we have this contractor who helps take care of replacing concrete in areas, we started out with a \$10,000.00 P.O. and there are more areas that have been identified as needing replaced. Mr. Shields moved to approved, seconded by Mr. Simpson. Motion passed 6-0.

5. 23-115-6/12 – Medina Meow Fix – Additional Funding Request

Mr. Lamb stated they worked with the residents to create a TNR (trap, neuter, release), recognizing the issues not only in the City of Medina. Bill brought up that the city donated some money as a pilot program to see how it works. Bill thought it was based on somewhat like the work they do with the SPCA. The program itself has taken off to such an extent that people from other counties have contacted this group to find out how they created the program. The Meow Fix group has begun to do work outside of the city limits in other communities. The Meow Fix group is all volunteers. Bill is asking council to approve more funding until the group is completely on their feet and able to fund themselves.

Dennie stated he is impressed with all the work Meow Fix has accomplished. It is a benefit to the city and to the county. He is struggling with them going outside of the city of Medina and would

Batch Number _____
(Finance use only)

RCA Number PCA 25-167-8/25
(Council use only) Finance

REQUEST FOR APPROPRIATION ADJUSTMENT

TYPE OF ADJUSTMENT
(CHECK ONE)

ADMINISTRATIVE
FINANCE COMMITTEE
COUNCIL

NO. 2025-031

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS
		574-0351-53322	Maint. Of Facilities	\$ 225,000.00		x
		574-0357-52215	Contractual	\$ 30,000.00		x
		574-0350-52215	Contractual	\$ 15,000.00		x
		574-0303-53312	Chemicals	\$ 10,000.00		x

EXPLANATION:
Locker Room Renovation, Front Desk Renovation and Facility Painting
Increased programming instruction and additional van trips - leading to increased revenues.
Increased revenues are creating more credit card processing fees.
City pool chemical prices have increased, not enough funds in initial budget.

DEPARTMENT HEAD: Jansen Wehrley DATE: 7/14/2025

MAYOR'S APPROVAL: [Signature] 7-17-25
(WHEN NECESSARY)

COUNCIL/COMMITTEE ACTION:

APPROVED: _____
DENIED: _____
RETURNED FOR EXPLANATION: _____
RETURNED TO USE EXISTING ACCOUNT FUNDS: _____

ORD. NO. 140-25

CLERK OF COUNCIL/DATE

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

Batch Number
(Finance use only)
Batch Posted?

RCA Number
(Council use only)

RCA 25-167-8/25
Finance

REQUEST FOR APPROPRIATION ADJUSTMENT

TYPE OF ADJUSTMENT
(CHECK ONE)

ADMINISTRATIVE
FINANCE COMMITTEE
COUNCIL

NO. 2025-032
(Finance use only)

X
X

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS	REASON
		106-0101-53315	Tools & Minor	100.00		x	Donations from resident Marie McNaughton
		722-0925-56611	Transfers -Wtr Meter Dep	2,981.16		x	To transfer balance in fund to Water fund
		723-0925-56611	developer deposits - transfers out	126,000.77		x	To transfer to u/c funds
		901-0920-56611	Transfers-Unclaimed monies	52,675.94		X	To transfer u/c funds to General fund
		901-0920-56612	Refunds-Unclaimed monies	2,024.23		x	to reissue checks for 2 u/c funds
		938-0740-56611	Bld/Perf Bond - Transfers out	2,000.00		x	To transfer to u/c funds
001-0420-50111	Shade Tree-Salaries	001-0420-52211	Shade Tree - Travel / Ed	4,562.50	x		to cover accts
001-0420-50112	Shade Tree - Overtime	001-0420-52211	Shade Tree - Travel / Ed	3,000.00	x		to cover accts
001-0723-50117	CSC-Longevity	001-0723-52211	CSC-education	540.00	x		to cover accts
			Total Increases to fund:	185,782.10			
			Total reductions to fund:	8,102.50			
			Total transfers within fund:				

EXPLANATION:

DEPARTMENT HEAD: Keith Dirham / Lori Bowers

DATE: 8/18/2025

MAYOR'S APPROVAL:
(WHEN NECESSARY)

DATE:

COUNCIL/COMMITTEE ACTION:

APPROVED: _____
DENIED: _____
RETURNED FOR EXPLANATION: _____
RETURNED TO USE EXISTING ACCOUNT FUNDS: _____

ORD. NO.

140-25

CLERK OF COUNCIL/DATE

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

REQUEST FOR COUNCIL ACTION

NO. RPA 25-138-1/2

Committee: Finance

FROM: Keith Dirham, Finance Director
Lori Bowers, Deputy Finance Director
DATE: 8/5/2025
SUBJECT: Trasfer Requests

SUMMARY AND BACKGROUND:

The Finance Department respectfully requests Council to authorize the Finance Director to **transfer** the following:

Transfer From:	Transfer To:	Amount	Purpose
Unclaimed Monies Fund (#901)	General Fund (#001)	\$52,675.94	To Transfer unclaimed monies to the general fund that have been held for 5 years or more.
Water Meter Deposit Fund (#722)	Water Fund (#513)	\$2,981.16	To Transfer the balance of this fund to the Water Fund. The Water Meter Deposit Fund has not been used since prior to 2011.
Developer Deposits Fund (#723)	Unclaimed Monies Fund (#901)	\$126,000.77	To Transfer unclaimed deposits from prior to 2015 to the Unclaimed monies fund where they will be held for five years.
Bid & Performance Bond Fund (#938)	Unclaimed Monies Fund (#901)	\$2,000.00	To Transfer unclaimed deposits from prior to 2000 to the Unclaimed monies fund where they will be held for five years.

Estimated Cost:

rom General Fund
from Street/Stromwater Fund
See above.

Suggested Funding:

Sufficient Funds in Account

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

NEW APPROPRIATION needed in Account No.:

refer to appropriation #2025-032

Emergency Clause Requested:

No

Reason:

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.
Date:

Ord. 141-25
8-25-25

REQUEST FOR COUNCIL ACTION

No. RCA 25-169. 8/25
Committee: Finance

FROM: Keith Dirham, Finance Director
Lori Bowers, Deputy Finance Director
DATE: August 18, 2025
SUBJECT: Annual Transfer Request – Parking Fund

SUMMARY AND BACKGROUND:

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

Estimated Cost: \$70,000

Suggested Funding: General Fund

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

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

NEW APPROPRIATION needed in Account No.:

Emergency Clause Requested: No

Reason:

COUNCIL USE ONLY:
Committee Action/Recommendation:

Council Action Taken:

Ord./Res.
Date:

Ord. 141-25
8-25-25

REQUEST FOR COUNCIL ACTION

FROM: Patrick Patton

DATE: August 19, 2025

SUBJECT: Appraisals for Prospect Street Bridge

NO. RCA 25-170-8/25COMMITTEE REFERRAL: Finance

In order to complete the reconstruction of the Prospect Street Bridge, the City must acquire four easements. Two of the property owners have signed their easements, they are attached. Below please find a summary for the two (2) easements:

Address	Parcel	FMVE
503 W. Smith Road	028-19A-21-322	\$300
290 S. Prospect Street	028-19A-21-315	\$388
	TOTAL	\$688

To summarize, this request asks for Council's acceptance of these easements.

Thank you for your consideration..

ESTIMATED COST: \$688

SUGGESTED FUNDING: 108-0610-54411

Sufficient Funds in Account Number:

Transfer Needed from: To:

New Appropriation Account Number:

Emergency Clause Requested: Yes

Reason: Council previously approved the FMVEs for these easements. The property owners each signed their easements more than 30 days ago. We would like to get the easements recorded as soon as possible.

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:

TEMPORARY EASEMENT

Korby L. Spielberger and Shari Spishak-Spielberger, married, the Grantor(s), in consideration of the sum of \$300.00, to be paid by the City of Medina, the Grantee, do grant to Grantee the temporary easement(s) to exclusively occupy and use for the purposes mentioned in Exhibit A the following described real estate:

PARCEL(S): 1-T

MED-MR-262.0.29 (PROSPECT ST.) PID: 120265

SEE EXHIBIT A ATTACHED

Medina County Current Tax Parcel No. 028-19A-21-322

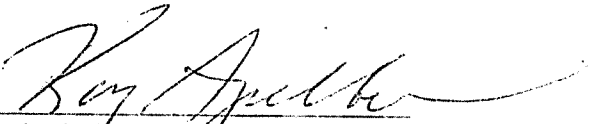
Prior Instrument Reference: Instrument No. 2022OR022717, Medina County Recorder's Office.

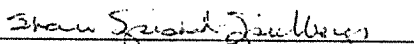
To have and to hold the temporary easement(s), for the aforesaid purposes and for the anticipated period of time described below, unto the Grantee, its successors and assigns.

The duration of the temporary easement(s) granted to the Grantee is 12 months immediately following the date on which the work described above is first commenced by the Grantee, or its duly authorized employees, agents, and contractors.

The temporary easement(s) interest granted is being acquired by Grantee for a public purpose, namely the establishment, construction, reconstruction, widening, repair or maintenance of a public road.

IN WITNESS WHEREOF Korby L. Spielberger And Shari Spishak-Spielberger have
hereunto set their hands on the 24 day of June, 2025

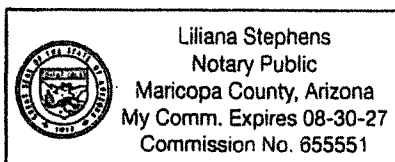

Korby L. Spielberger

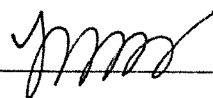

Shari Spishak-Spielberger

ARIZONA MARICOPA
STATE OF ~~OHIO~~, COUNTY OF ~~MEDINA~~ SS:

BE IT REMEMBERED, that on the 24 day of June, 2025, before me
the subscriber, a Notary Public in and for said state and county, personally came the above
named Korby L. Spielberger And Shari Spishak-Spielberger who acknowledged the foregoing
instrument to be their voluntary acts and deeds. No oath or affirmation was administered to
Korby L. Spielberger And Shari Spishak-Spielberger with regard to the notarial act.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed my official
seal on the day and year last aforesaid.




NOTARY PUBLIC
My Commission expires: 8/30/27

This document was prepared by: The City of Medina

EXHIBIT A

JD

Page 1 of 2

Rev. 07/09

LPA RX 887 T

Ver. Date 02/10/2025

PID 120265

**PARCEL 1-T
MED-MR-262-0.29 (PROSPECT)
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
GRADE
FOR 12 MONTHS FROM DATE OF ENTRY BY THE
CITY OF MEDINA, MEDINA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the State of Ohio, County of Medina, City of Medina, located within Original Medina Township, Township 3 North, Range 14 West of the Connecticut Western Reserve and being part of Lot 316 as shown on Blakes Addition to the Original Plat of Medina in Plat Book 1 page 9 and described in a deed to Korby L. Spielberger and Shari Spishak-Spielberger in Doc. No. 2022 OR022717 (All records are on file at the Recorder's Office, Medina County, Ohio), lying on the left side of the centerline of right of way of Prospect Street and said parcel being more fully described as follows:

Beginning at the northeasterly corner of said Lot 316, the southeasterly corner of Lot 311 of said Blakes Addition and being on the westerly right of way of Prospect Street, having a Sta. 102+99.01 ~ 30.36 feet left of the centerline of Prospect Street as shown in MED-MR-262-0.29 (Prospect) Right of Way plans prepared by ms consultants, inc. for the City of Medina and the Ohio Department of Transportation;

Thence South 00° 09' 00" West, following the westerly right of way of Prospect Street and the easterly line of said Lot 316, for a distance of 32.61 feet to Sta. 102+66.40 ~ 30.36 feet left;

Thence North 89° 51' 00" West, passing through said Lot 316, for a distance of 10.00 feet to Sta. 102+66.40 ~ 40.36 feet left;

Thence North 00° 09' 00" East, continuing through said Lot 316, for a distance of 32.52 feet to the northerly line of said Lot 316 and the southerly line of said Lot 311, having a Sta. 102+98.93 ~ 40.36 feet left;

Thence North 89° 38' 36" East, following the line thereof, for a distance of 10.00 feet to the **Beginning**, and containing 326 square feet or 0.007 acres of land, more or less, in Medina County Auditor Parcel Number 028-19A-21-322, of which Present Road Occupied is 0.000 square feet.

EXHIBIT A

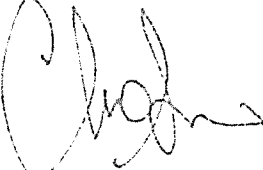
LPA RX 887 T

Page 2 of 2

Rev. 07/09

North for the above description is based on the Ohio County Coordinate System Medina LDP and referenced to the North American Datum of 1983 (2011) determined by GPS Observations on May 29, 2024.

The above description was prepared under the direction and supervision by Chad S. Snow, Registered Professional Surveyor No. 8559 and is based on an actual field survey performed by ms consultants, inc. in May and June 2024.

 3/15/25



TEMPORARY EASEMENT

Bruce H. Bauer Revocable Trust Agreement, unmarried, the Grantor(s), in consideration of the sum of \$388.00, to be paid by the City of Medina, the Grantee, do grant to Grantee the temporary easement(s) to exclusively occupy and use for the purposes mentioned in Exhibit A the following described real estate:

PARCEL(S): 4-T

MED-MR-262.0.29 (PROSPECT ST.) PID:120265

SEE EXHIBIT A ATTACHED

Medina County Current Tax Parcel No. 028-19A-21-315

Prior Instrument Reference: Instrument Numbers 2010OR008421 & 2010OR008422 and 2025OR011588, Medina County Recorder's Office.

To have and to hold the temporary easement(s), for the aforesaid purposes and for the anticipated period of time described below, unto the Grantee, its successors and assigns.

The duration of the temporary easement(s) granted to the Grantee is 12 months immediately following the date on which the work described above is first commenced by the Grantee, or its duly authorized employees, agents, and contractors.

The temporary easement(s) interest granted is being acquired by Grantee for a public purpose, namely the establishment, construction, reconstruction, widening, repair or maintenance of a public road.

IN WITNESS WHEREOF Bruce H. Bauer Revocable Trust Agreement have hereunto set his hands on the 18th day of July, 2025.

Bruce H. Bauer Trustee
BRUCE H. BAUER, TRUSTEE

STATE OF OHIO, COUNTY OF MEDINA. SS:

BE IT REMEMBERED, that on the 18th day of July, 2025, before me the subscriber, a Notary Public in and for said state and county, personally came the above named Bruce H. Bauer Revocable Trust Agreement who acknowledged the foregoing instrument to be his voluntary acts and deeds. No oath or affirmation was administered to Bruce H. Bauer Revocable Trust Agreement with regard to the notarial act.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year last aforesaid.

Mark J. Roberts
MARK J. ROBERTS

NOTARY PUBLIC

My Commission expires: 10/14/28

This document was prepared by: the City of Medina

EXHIBIT A

LPA RX 887 T

JD

Page 1 of 2

Rev. 07/09

Vet. Date 02/10/2025

PID 120265

**PARCEL 4-T
MED-MR-262-0.29 (PROSPECT)
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
GRADE
FOR 12 MONTHS FROM DATE OF ENTRY BY THE
CITY OF MEDINA, MEDINA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the State of Ohio, County of Medina, City of Medina, located within Original Medina Township, Township 3 North, Range 14 West of the Connecticut Western Reserve and being part of Lot 401 as shown in Medina 1898 Plat Book M page 7 and described in a deed to Sally J. Bauer and Bruce H. Bauer Co-Trustees of the Sally J. Revocable Trust Agreement Dated April 26, 2010 in Doc. No. 2010 OR008422 (All records are on file at the Recorder's Office, Medina County, Ohio), lying on the right side of the centerline of right of way of Prospect Street and said parcel being more fully described as follows:

Commencing at the southwesterly corner of said Lot 401, and being the intersection of the northerly right of way of W. Smith Road and the easterly right of way of Prospect Street, having a Sta. 101+64.64 ~ 29.70 feet right of the centerline of Prospect Street as shown in MED-MR-262-0.29 (Prospect) Right of Way plans prepared by ms consultants, inc. for the City of Medina and the Ohio Department of Transportation;

Thence North 00° 09' 00" East, following easterly right of way of Prospect Street and the westerly line of said Lot 401, for a distance of 80.06 feet to Sta. 102+44.70 ~ 29.70 feet right and being the **True Place of Beginning** of the parcel herein described;

Thence North 00° 09' 00" East, continuing along the line thereof, for a distance of 79.60 feet to the southerly line of the Wheeling & Lake Erie Railroad, having a Sta. 103+24.30 ~ 29.70 feet right;

Thence South 77° 22' 09" East, passing through said Lot 401 and following the southerly line of said Railroad, for a distance of 8.19 feet to a point having a Sta. 103+22.53 ~ 37.70 feet right;

Thence South 00° 09' 00" West, passing through said Lot 401, for a distance of 77.83 feet to a point having a Sta. 102+44.70 ~ 37.70 feet right;

EXHIBIT A

LPA RX 887 T

Page 2 of 2

Rev. 07/09

Thence North 89° 51' 00" West, continuing through said Lot 401, for a distance of 8.00 feet to the **True Place of Beginning**, and containing 630 square feet or 0.014 acres of land, more or less, in Medina County Auditor Parcel Number 028-19A-21-315, of which Present Road Occupied is 0.000 square feet.

North for the above description is based on the Ohio County Coordinate System Medina LDP and referenced to the North American Datum of 1983 (2011) determined by GPS Observations on May 29, 2024.

The above description was prepared under the direction and supervision by Chad S. Snow, Registered Professional Surveyor No. 8559 and is based on an actual field survey performed by his consultants, inc. in May and June 2024.

[Faint, illegible handwritten notes and signatures]

04
25th Home
8-19-25

REQUEST FOR COUNCIL ACTION

NO. RCA 25-171-8/25

FROM: Patrick Patton

DATE: August 19, 2025

COMMITTEE REFERRAL: Finance

SUBJECT: Contract Adjustment – Medina Municipal Courthouse

With regards to the above captioned project, I request Council to accept the following modifications to Ruhlin's contract:

#	Description	Cost
CO #7	Replace sanitary and storm drains under slab on the first floor	\$368,772
CO #8	Elevator electrical upgrades	\$6,540
CO #9	Roof penthouse and framing modification	\$31,289
CO #11	Fire line rerouting	\$13,134
	TOTAL	\$419,685

Please note, approving these change orders will NOT require a contract modification as the money is already in the contract. In nine (9) of Ruhlin's bid packages and allowances they have used less money than what was budgeted. This funding is available for other costs (if the City desires). In addition, as you may remember, the City has a \$250,000 owner's contingency that we control. See the summary below:

#	Description	Original Amount	Amount Used	Amount to Pull
1	Elevator Shoring	\$65,750	\$47,500	\$10,000
2	Plumbing Make Safe	\$29,500	\$24,500	\$5,000
3	HVAC Make Safe	\$20,000	\$18,500	\$1,500
4	Enabling Project (Sprinkler Work)	\$9,251	\$1,925	\$7,326
5	Allowance for Temporary Heat	\$20,000	\$1,570	\$10,000
6	Allowance for Subfloor Replacement at 2 nd /3 rd Floor Restrooms	\$25,000	\$12,254	\$12,746
7	Allowance to Replace Wall Finishes	\$108,080	\$90,794	\$17,286
8	Allowance for AV Systems	\$320,000	\$201,645	\$118,355
9	Allowance for Potential Tariffs	\$150,000	\$0	\$150,000
Total available to Move				\$332,213
Owners Contingency				\$250,000
TOTAL AVAILABLE				\$582,213

It should be noted that there will be some additional costs not included this change order, most notably flooring. To complete the pipe replacement, we will have to excavate the floor through some of the terrazzo flooring. We had planned on keeping the terrazzo; we will have to pay for new flooring in this area. It shouldn't be a big cost, but it will be a cost.

I recommend that the Board accept these change orders. Thank you for your consideration.

Thank you for your consideration.

ESTIMATED COST: No additional cost to the existing contract

SUGGESTED FUNDING:

Sufficient Funds in Account Number:

Transfer Needed from: To:

New Appropriation Account Number:

Emergency Clause Requested: No

Reason: .

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:

REQUEST FOR COUNCIL ACTION

From: Keri Huff, Medina Meow Fix

No. RCA 25-172-8/25

Date: August 19, 2025

Committee: Finance

Subject: Medina Meow Fix Funding Request

Summary and background:

Keri Huff contacted Mr. Coyne noting that Medina Meow Fix has used the last of the previous funding received from the City of Medina in 2023 that was being distributed to them through the SPCA. They would like to request an additional \$2,500.00 to be distributed by their accountant/attorney.

See attached for more information.

Estimated Cost:

Suggested Funding:

Sufficient Funds in Account:

Transfer Needed From:

To:

New Appropriation Needed into Account:

Emergency Clause Requested: Yes ____ No ____

Reason:

COUNCIL USE ONLY:

Committee Recommendation:

Ord./Res.:

Date:

Kathy Patton

From: John Coyne
Sent: Tuesday, August 19, 2025 11:35 AM
To: Keri Huff; Kathy Patton
Cc: Jim Shields
Subject: Re: Medina Meow Fix

Follow Up Flag: Follow up
Flag Status: Flagged

Keri thanks for email we can put in a Request For Council Action to put in front of council I would ask if you could break out what animals were helped in Medina City as that is real all we can fund as we are using City taxpayer dollars do you have list that shows where animals can from? Let me know thx

Kathy can you set up RCA? Thx

Sent from my iPhone

> On Aug 19, 2025, at 11:23 AM, Keri Huff <kerihorses20@gmail.com> wrote:

>

> Hi John and Jim,

> Medina Meow Fix has completed the usage of Medina City funds. As you know the Medina SPCA held those funds.

> We were wondering if Julie and I could meet with council or how we can go about applying for funds.

> The last time we applied Bill Lamb tried to push through \$5,000 we were granted ~~\$2500~~ ^{5,000} with \$500 going to the SPCA for accounting. *(see Ord 122-23 attach*

> We actually have an accountant/ attorney on our team that helps with our accounting and we have kept track of all of our billing's, donations etc... over the last 4 years.

> We have been applying for Grants and as we have stayed smaller scale they are few but we keep applying.

> We do have several monthly donors which helps us help many people and animals and we are incredibly diligent on how our funds are used.

> Our barn program has been highly successful and we have partnered very well with the Medina SPCA to place unadoptable animals.

> We have been working with Kitten Crazy, WCH and many groups to place un adoptable animals to prevent euthanasia. Our education has been widely accepted and we have been providing flea medicine, wormer and kibble to support colonies we have TNR'D. We want healthy animals in our community, we also want to assist the individuals who feed these animals, clean feeding areas and watch over the colonies.

> This has been a huge undertaking, we are very close to 4,000 cats helped in 4 years.

>

> What we would like to ask is \$2500 given to MMF so we can process the funds as per contract ourselves. We would give you all accountability, receipts and location.

> This would be city only as always.

>

> Would you please let us know when Julie and I may come in to have a conversation?

>

> With advanced thanks,

>

> Keri

>

>

ORDINANCE NO. 122-23

AN ORDINANCE AUTHORIZING THE EXPENDITURE OF \$5,000.00 TO THE MEDINA COUNTY SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (SPCA) FOR THE MEDINA MEOW FIX TRAP NEUTER AND RELEASE PROGRAM.

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

- SEC. 1:** That the expenditure of \$5,000.00 to the Medina County Society for the Prevention of Cruelty to Animals (SPCA) for the Medina Meow Fix (501c3) Trap, Neuter and Release Program, is hereby authorized.
- SEC. 2:** That the monies being expended allow for a ten percent (10%) administration fee to be paid to the Medina County Society for the Prevention of Cruelty to Animals (SPCA).
- SEC. 3:** That in accordance with Ohio Revised Code §5705.41(D), at the time that the contract or order was made and at the time of execution of the Finance Director's certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance.
- SEC. 4:** That the funds to cover this expenditure, in the amount of \$5,000.00, are available in Account No. 001-0707-52215.
- SEC. 5:** That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.
- SEC. 6:** That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: August 28, 2023

SIGNED: John M. Coyne, III
President of Council

ATTEST: Kathy Patton
Clerk of Council

APPROVED: August 29, 2023

SIGNED: Dennis Hanwell
Mayor

11525



MEDINA COUNTY SPCA
8790 Guilford Road
Seville OH 44273

330-723-7722

Invoice

Date	Invoice #
9/1/2023	090123

Bill To
City of Medina 132 N Elmwood Medina, OH 44256

Description	Qty	Rate	Amount
Medina Meow Fix Trap/Neuter/Release Program		4,500.00	4,500.00
Medina County SPCA Administrative Fee		500.00	500.00
		Balance Due	\$5,000.00

PO# 2023-1561 Line # 1
Partial Complete ☒
Date: 9/5/23
Approved:

OK
DS Hamall
8-20-25

REQUEST FOR COUNCIL ACTION

No. RCA 25-173-8/25
Committee: Finance

FROM: Mayor Dennis Hanwell

DATE: August 20, 2025

SUBJECT: \$50,000 for 2026 Operating of the Next Step Up Shelter

SUMMARY AND BACKGROUND:

Respectfully request Council appropriate \$50,000 from the National Opioid Settlement Funds from the city to support people in treatment and recovery which includes housing to the Medina Metropolitan Housing Authority. The Medina Metropolitan Housing Authority is also working with Ohio Representative Sharon Ray, the County Commissioners, the City of Brunswick, and the City of Wadsworth to support same. There are also funds being provided by the Ohio Department of Development. Attached you will find the email describing the need from Skip Sipos, Executive Director of the Medina Metropolitan Housing Authority, an impact report from July of 2025 for activities at the Next Step Up Shelter as well as other documentation of permitted uses for the National Opioid Settlement Funds.

Council may consider making the appropriation subject to or contingent upon requested funding being supported by the County of Medina as well as Brunswick and Wadsworth cities.

Estimated Cost: \$50,000.00

Suggested Funding:

- Sufficient funds in Account No. 153-0771-52215
- Transfer needed from Account No. _____
to Account No. _____

NEW APPROPRIATION needed in Account No. _____

Emergency Clause Requested: No

Reason: _____

COUNCIL USE ONLY:

Committee Action/Recommendation: _____

Council Action Taken: _____

Ord./Res. _____

Date: _____

Dennis Hanwell

From: Skip Sipos <skip@mmha.org>
Sent: Monday, August 18, 2025 4:40 PM
To: Dennis Hanwell
Cc: Sharon Ray
Subject: Next Step Up - Emergency Housing Budget 2026
Attachments: MMHA_NextStepUp_Impact Report_07.2025.pdf

Mayor Hanwell – I write in hopes of securing your help to connect with City Council on potential funding for Next Step Up for calendar year 2026. As we discussed the other day, local funding will be necessary to keep the shelter operating. Local funding will be in addition to the State of Ohio (Dept. of Development) and include each of the three cities, the County Commissioners, Job & Family Services, and (potentially) the Median County Mental Health and Recovery Board. The Housing Authority is also working with State Representative Sharon Ray on other potential funding sources. She is working with Lt. Governor Tressel's office on a potential tour of several projects in Medina County including Next Step Up. Representative Ray is copied on this message.

I have a planned presentation with the Brunswick City Council on October 14th for the same topic. City Manager Carl DeForest has indicated Opioid Settlement Funds might be a potential source of his City's support for Next Step Up (subject to Council's approval, of course). Perhaps that might be a possibility for Medina as well.

Every household (and households can range in size from 1 to many) seeking emergency assistance from the Housing Authority goes through a detailed intake process. The 27-question intake form includes questions on health conditions including mental health or substance use disorders that make it hard to maintain housing. A very significant percentage of those assessed by the Authority (hundreds each year) answer in the affirmative for these questions.

I can share more information in advance of a formal presentation to Council including statistics from the intake process as the coordination of services to Next Step Up Guests (e.g. from Hope Recovery Community). The on-site case management services provided by the Housing Authority are part of the operating costs incurred by Next Step Up.

Some additional information is provided on the attached Impact Report. This report is cumulative information through July of this year from the opening of Next Step Up on February 28th. The results are very encouraging.

Please let me know if you require any additional information. I will do my best to provide it.

Thanks, as always, for your help.

Skip Sipos, Executive Director (*he, him, his*)
Medina Metropolitan Housing Authority
120 West Washington Street, Suite 1-L
Medina, Ohio 44256
(330) 725-7531
(330) 336-3606 Wadsworth/Akron
(330) 273-9072 Brunswick/Cleveland
(330) 723-6546 Fax

<dhanwell@medinaoh.org>

Subject: Nat. opioid fund

Keith/Lori

Skip is looking for help in funding the Next Step Up shelter from state, county and 3 cities. He is hoping that he can get ~\$150k from 3 cities. I would think the fund from National Opioid Settlements would be acceptable use for this as part of intake is screening for mental health and substance abuse. If you agree, please let me know where we are now in this account to see if we may allocate \$50k? Latest I have is from Lori over a month ago.

Thanks

Dennis

From: Lori Bowers <lbowers@medinaoh.org>

Sent: Monday, July 7, 2025 12:21 PM

To: Dennis Hanwell <dhanwell@medinaoh.org>; Keith Dirham <kdirham@medinaoh.org>

Subject: RE: Opioid Settlement Funds

Mayor,

The Opioid fund currently has a balance of \$61,630.73. We should be receiving additional funds in the next couple months.

Thanks,

Lori

Dennis Hanwell

From: Lori Bowers
Sent: Wednesday, August 20, 2025 11:57 AM
To: Dennis Hanwell; Keith Dirham
Subject: RE: Nat. opioid fund

Good morning,

The current balance of the opioid fund is: \$90,276.38.

The account number for the opioid fund (contractual services) is 153-0771-52215.

One of the acceptable uses of the opioid funds is to support people in treatment and recovery.

Here is that section:

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.

3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MHI conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MHI conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MHI conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MHI conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MHI conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MHI conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MHI conditions, including new Americans.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

Please let me know if you need anything else.

Thanks,
Lori

From: Dennis Hanwell <dhanwell@medinaoh.org>

Sent: Tuesday, August 19, 2025 11:23 AM

To: Lori Bowers <lbowers@medinaoh.org>; Keith Dirham <kdirham@medinaoh.org>; Dennis Hanwell

**The OneOhio Memorandum of Understanding
Toolkit for Local Governments**

**County Commissioners Association of Ohio, Ohio Municipal League, Ohio Mayors Alliance and Ohio
Township Association**

*Prepared by: David A. Riepenhoff and Marc A. Fishel,
Fishel Downey Albrecht & Riepenhoff LLP*

OneOhio Exhibit A

OHIO ABATEMENT STRATEGIES

Opioid-Related Definition:

Funds from any settlement dollars should be used to prevent, treat and support recovery from addiction including opioids and/or any other co-occurring substance use and/or mental health conditions which are all long-lasting (chronic) diseases that can cause major health, social, and economic problems at the individual, family and/or community level

Ohio Abatement Strategy Overview

Similar to and including many national settlement strategies, to abate addiction in Ohio, we have created an abatement plan that includes three main components that will work collaboratively to address Ohio's needs and also serve as a complement to and should be integrated with all other state and local government plans

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

RCA

**The OneOhio Memorandum of Understanding
Toolkit for Local Governments**

**County Commissioners Association of Ohio, Ohio Municipal League, Ohio Mayors Alliance and Ohio
Township Association**

*Prepared by: David A. Riepenhoff and Marc A. Fishel,
Fishel Downey Albrecht & Riepenhoff LLP*

OneOhio Exhibit A

PART ONE: Community Recovery

Treatment

Expanding availability of treatment, including Medication-Assisted Treatment (MAT), for OUD and any co-occurring substance use or mental health condition

Trauma-informed treatment services and support for individuals, their children and family members who have experienced trauma during their lives including trauma as a result of addiction in the family.

Expand access and support infrastructure developments for telemedicine / telehealth services to increase access to OUD treatment, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.

Improve oversight and quality assurance of Opioid Treatment Programs (OTPs) to assure evidence-informed practices such as adequate methadone dosing.

Engage non-profits and faith community to uncover and leverage current community faith-based prevention, treatment and recovery support in partnership with medical and social service sectors.

Expand culturally appropriate services and programs that address health disparities in treatment for persons with mental health and substance use disorders, including for programs for vulnerable populations (i.e. homeless, youth in foster care, etc.), citizens of racial, ethnic, geographic and socio-economic differences, and new Americans to ensure that all Ohioans have access and treatment and recovery support services that meet their needs

Development of National Treatment Availability Clearinghouse – Fund development of a multistate/nationally accessible database whereby healthcare providers can list locations for currently available in-patient and out-patient OUD treatment services that are both timely and accessible to all persons who seek treatment

Ensure that each patient's needs and treatment recommendations are determined by a qualified clinical professional. Offer training and practice support to clinicians on the American Society of Addiction Medicine (ASAM) levels of care (or other models) and the most effective methods of treatment continuation between levels of care for people with addiction including opioids and any other co-occurring substance use or mental health conditions and make all levels of care available to all Ohioans.

Early Intervention and Crisis Support

Fund the expansion, training and integration of Screening, Brief Intervention and Referral to Treatment (SBIRT) and Screening, Treatment Initiation and Referral (STIR) programs and ensure that healthcare providers are screening for addiction and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for mental health and substance use disorders.

**The OneOhio Memorandum of Understanding
Toolkit for Local Governments**

**County Commissioners Association of Ohio, Ohio Municipal League, Ohio Mayors Alliance and Ohio
Township Association**

*Prepared by: David A. Riepenhoff and Marc A. Fishel,
Fishel Downey Albrecht & Riepenhoff LLP*

OneOhio Exhibit A

Support work of Emergency Medical Systems, including peer support specialists, to effectively connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event

Create an intake and call center to facilitate education and access to treatment, prevention and recovery services for persons with addiction including opioids and any co-occurring substance use or mental health conditions.

Create a plan to meet the distinct needs of families of children and youths who experience severe emotional disorders and provide respite and support for these caregivers to reduce family crisis and promote treatment

Create community-based intervention services for families, youth, and adolescents at-risk for addiction including opioids and any co-occurring substance use or mental health conditions.

Create school-based contacts who parents can engage with to seek immediate treatment services for their child.

Develop best practices on addressing individuals with addiction in the workplace, including opioids and any other co-occurring substance use or mental health conditions.

Implement and support assistance programs for healthcare providers with OUD and any co-occurring substance use disorders or mental health (SUD/MH) conditions

Address the Needs of Criminal-Justice Involved Persons

Address the needs of persons involved in the criminal justice system who have opioid use disorder (OUD) and any co-occurring substance use disorders or mental health (SUD/MH) conditions.

Support pre-arrest diversion and deflection strategies for persons with addiction including opioids and any other co-occurring substance use or mental health conditions, including established strategies such as sequential intercept mapping and other active outreach strategies such as the Drug Abuse Response Team (DART) or Quick Response Team (QRT) models or other co-responder models that engage people not actively engaged in treatment

Support pre-trial services that connect individuals with addiction including opioids and any other co-occurring substance use or mental health conditions to evidence-informed treatment, including MAT, and related services

Support treatment and recovery courts for persons with addiction including opioids and any other co-occurring substance use or mental health conditions but only if these problem-solving courts provide referrals to evidence-informed treatment, including MAT.

Provide evidence-informed treatment, including MAT, evidence-based psychotherapies, recovery support, harm reduction, or other appropriate services to individuals with addiction

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OneOhio Exhibit A

including opioids and any other co-occurring substance use or mental health conditions who are incarcerated, on probation or on parole.

Provide evidence-informed treatment, including MAT, evidence-based psychotherapies, recovery support, harm reduction, or other appropriate re-entry services to individuals with addiction including opioids and any other co-occurring substance use or mental health conditions who are leaving jail or prison or who have recently left jail or prison.

Support critical time interventions (CTI), particularly for individuals living with dual-diagnosis substance use disorder/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.

Mother-Centered Treatment and Support

Finance and promote evidence-informed treatment, including MAT, recovery, and prevention services for pregnant women, post-partum mothers, as well as those who could become pregnant and have addiction including opioids and any other co-occurring substance use or mental health conditions.

Training for obstetricians and other healthcare personnel who work with pregnant women or post-partum women and their families regarding treatment for addiction including opioids and any other co-occurring substance use or mental health conditions.

Invest in measures to address Neonatal Abstinence Syndrome, including prevention, care for addiction and education programs.

Fund child and family supports for parenting women with addiction including opioids and any co-occurring substance use or mental health conditions.

Enhanced family supports and childcare services for parents receiving treatment for addiction including opioids and any co-occurring substance use or mental health conditions.

Recovery Support

Identify and support successful recovery models including but not limited to: college recovery programs, peer support agencies, recovery high schools, sober events and community programs, etc.

Provide technical assistance to increase the quantity and capacity of high-quality programs that model and support successful recovery.

Training and development of procedures for government staff to appropriately interact and provide social and other services to current and recovering opioid users. To reduce stigma and to normalize a culture of recovery, government staff will be provided with onboarding and training that generates a cultural shift and provides all government employees with tool and resources to feel supported and to support colleagues who may be struggling with substance use disorder.

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Convene community conversations and trainings that engage non-profits, civic clubs, the faith-based community, and other stakeholders in training and techniques for providing referrals and supports to those persons to family and friends struggling with substance use disorder

Identify and address transportation barriers to permit consistent participation in treatment and recovery support

Support the development of recovery-friendly environments in all sectors, schools, communities and workplaces to promote and sustain health and wellness goals. Put resources toward:

1. Supportive and recovery housing;
2. Supportive employment/jobs
3. Certification of peer coaches, peer-run recovery organizations, recovery community organizations;
4. Crisis intervention and relapse prevention; and
5. Services and structures that support young people living a life in recovery including recovery high schools and collegiate recovery communities

Prevention

Invest in school-based programs that have demonstrated effectiveness in preventing drug misuse and that appear promising to prevent the uptake and use of opioids. Investment in school and community-based prevention efforts and curriculum that has demonstrated effectiveness in reducing Adverse Childhood Events (ACEs) and their impact by increasing resiliency, and preventing risk-taking, unhealthy or dangerous behaviors such as: drug use, misuse, early alcohol use, and suicide attempts.

Assist coalitions and community stakeholders in aligning state, federal, and local resources to maximize procurement of school and community education curricula, programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, aging and elderly community members and others in an effort to build a comprehensive prevention and education response that addresses prevention across the lifespan.

Invest in environmental scans and school surveys to identify effective prevention efforts and realign prevention and treatment responses with those emerging risk factors and changing patterns of substance misuse.

Fund community anti-drug coalitions that engage in drug prevention efforts and education.

Prevent Over-Prescribing of Opioids and Other Drugs of Potential Misuse

Training for healthcare providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids

Continuing Medical Education (CME) on prescribing of opioids and other drugs of concern.

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Support for non-opioid pain treatment alternatives including training providers to offer or refer patients to multi-modal, evidence-informed treatment of pain

Development and implementation of a National Prescription Drug Monitoring Program (PDMP) – Fund development of a multistate/national PDMP that permits information sharing while providing appropriate safeguards on sharing of private health information, including but not limited to: a. Integration of PDMP data with electronic health records, overdose episodes, and decision support tools for healthcare providers relating to opioid use disorder (OUD) and other drugs of concern.

Prevent Overdose Deaths and Other Harms (Harm Reduction)

Increase availability and distribution of naloxone and other drugs that treat overdoses for use by first responders, persons who have experienced an overdose event, patients who are currently prescribed opioids, families, schools, community-based service providers, social workers, and other members of the general public.

Promote and expand naloxone strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then engaged and retained in evidence-based treatment programs.

Provide training and education regarding naloxone and other drugs that treat overdoses for first responders, persons who have experienced an overdose event, patients who are currently prescribed opioids, families, schools, and other members of the general public.

Develop data tracking software and applications for overdoses/naloxone revivals.

Invest in evidence-based and promising comprehensive harm reduction services and centers, including mobile units, to include: syringe services, supplies, naloxone, staffing, space, peer-support services, and access to medical and behavioral health referrals

Expand access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.

Services for Children

Review the continuum of services available to Ohio's youths, young adults, and families to identify gaps and to ensure timely access to appropriate care for Ohio's youngest citizens and their parents

Fund additional positions and services, including supportive housing and other residential services to serve children living apart from custodial parents and/or placed in foster care due to custodial opioid use.

Expand collaboration among organizations meeting the prevention, treatment, and recovery needs of Ohio's young people and organizations serving youths, such as Boys & Girls Clubs, YMCAs and others. Support the growth of recovery high schools, collegiate recovery communities, and alternative peer groups for youths recovering from mental illness and substance use disorders

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First Responders (EMS, Firefighters, Law Enforcement and other criminal justice professionals)

Provide funds for first responders and criminal justice professionals and participating subdivisions for cross agency/department collaboration and other public safety expenditures relating to the opioid epidemic that address both community and statewide supply and demand reduction strategies including criminal interdiction efforts.

Training public safety officials and responders safe-handling practices and precautions when dealing with fentanyl or other drugs.

Provide trauma-informed resiliency training and support that address compassion fatigue and increased suicide risk of public safety responders.

Workforce

Fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments

Scholarships/loan forgiveness for persons to become certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, and licensed mental health counselors practicing in the SUD/MH field, and scholarships for certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, and licensed mental health counselors practicing in the SUD/MH field for continuing education licensing fees

Funding for clinicians to obtain training and a waiver under the federal Drug Addiction Treatment Act to prescribe MAT for opioid use disorders.

Training for healthcare providers, students and other supporting professionals, such as peer recovery coaches/recovery outreach specialists to support treatment and harm reduction.

Dissemination of accredited web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.

PART TWO: Statewide Innovation & Recovery

Leadership, Planning and Coordination

Provide resources to fund the oversight, management, and evaluation of abatement programs and inform future approaches

Community regional planning to identify goals for opioid reduction and support efforts or to identify areas and populations with the greatest needs for prevention, treatment, and/or services

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A government dashboard to track key opioid/and addiction-related indicators and supports as identified through collaborative community processes.

Provide funding for grant writing to assist already established community coalitions in securing state and federal grant dollars for capacity building and sustainability.

Stigma Reduction, Training and Education

Commission statewide campaigns to address stigma against people with mental illness and substance use disorders. Stigma and misinformation deeply embed the deadly consequences of Ohio's public health crisis. These prevent families from seeking help, fuel harmful misperceptions and stereotypes in Ohio communities, and can discourage medical professionals from providing evidence-informed consultation and care. Ohio's campaign to end stigma should include chronic disease education, evidence-based prevention, treatment, and harm reduction strategies; stories of recovery; and a constant reframing of mental illness and addiction from a personal moral failing to a treatable chronic illness.

Coordinate public and professional training opportunities that expand the understanding and awareness of adverse childhood experiences (ACEs) and psychological trauma, effective treatment models, and the use of medications that aid in the acute care and chronic disease management of both mental illness and addiction.

Strengthen the citizen workforce by providing community-based trainings, such as Mental Health First Aid, Crisis Intervention Training, naloxone administration, and suicide prevention. These best practice trainings should be allowable as Continuing Education Units for professional development and when offered in an educational setting, provide academic credit.

Development and dissemination of new accredited curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service Medication-Assisted Treatment.

Training for emergency room personnel treating opioid overdose patients on post-discharge planning. Such training includes community referrals for MAT, recovery case management and/or support services.

Public education relating to drug disposal.

Drug take-back disposal or destruction programs.

Public education relating to emergency responses to overdoses.

Public education relating to immunity and Good Samaritan laws.

Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.

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Invest in public health education campaigns that inform audiences about the ease of contraction of hepatitis C, and that engage persons at-risk to receive testing and treatment.

Convene and host community conversations and events that engage local non-profits, civic clubs, and the faith-based community as a system to support prevention.

Fund programs and services regarding staff training, networking, and practice to improve staff capability to abate the opioid crisis.

Support infrastructure and staffing for collaborative cross-systems coordination to prevent opioid misuse, prevent overdoses, and treat those with addiction including opioids and/or any other co-occurring substance use and/or mental health conditions (e.g. behavioral health prevention, treatment, and recovery services providers, healthcare, primary care, pharmacies, PDMPs).

Support community-wide stigma reduction regarding accessing treatment and support for persons with substance use disorders.

RESEARCH

Ensuring that funding is flexible to invest in short and long-term research and innovation projects that embrace new advances, technology and other strategies that meet the needs of Ohioans today and in the future.



IMPACT REPORT



THE NEED

Medina County is known for its beauty, strong schools and tight-knit neighborhoods. But even here, life can take unexpected turns. A medical emergency. A sudden job loss. A rent increase that's just too high.

For too many of our neighbors, these challenges can quickly lead to housing instability. Every month, Medina Metropolitan Housing Authority (MMHA) receives more than 200 calls from families and individuals in housing crisis. Many are sleeping in cars, bouncing between motels or staying on a friend's couch for just one more night. Some are parents. Some are seniors. Some are youth who aged out of foster care with nowhere to go.

And until recently, they had nowhere local to turn.

In early 2025, Next Step Up opened as Medina County's first emergency shelter. The 27-bed facility (plus two cribs) offers more than just a place to sleep. It offers the tools to rebuild a life.

Since February, Next Step Up has:

SERVED
101
PEOPLE
5 DOGS
AND
1 CAT

12 CHILDREN
HAVE BEEN
GUESTS AT OUR
SHELTER

14 HOUSEHOLDS
SUCCESSFULLY
EXITED SHELTER AND
ENTERED INTO THEIR
OWN LEASE
AGREEMENTS

18 HOUSEHOLDS
HAVE
SELF-RESOLVED AND
FOUND ALTERNATIVE
HOUSING WITH
FAMILY/FRIENDS

3 VETERANS
OBTAINED
VASH VOUCHERS

19 PEOPLE
HAVE SECURED
EMPLOYMENT

26.2
BEDS OCCUPIED PER NIGHT



SUCCESS STORIES

We have seen our Guests enter Next Step Up looking for help and leave with a sense of purpose and a safe place to live.

Sometimes all it takes is a little help and understanding. And a nice place to simply take a breath. We have already helped many of our shelter Guests transition to a safe housing situation!

A Guest entered Next Step Up on March 11 after becoming homeless when he was asked to leave a family members home. Throughout his stay at Next Step Up, he actively participated in case management to help identify his needs and to assist in addressing his barriers to finding housing. Because he is on a fixed social security income, he felt limited to rental opportunities because of the higher cost of rents. Through the work of the Housing Authority's Coordinated Entry process, this Guest came up next on the list for an open 1-bedroom apartment and signed a lease on April 3.

Another Guest met weekly with our case manager to determine her needs and goals and what barriers may be in the way of her achieving these goals after entering the shelter. During her stay at Next Step Up, she started applying for rental units and working to identify her natural supports and resources. She was able to identify a friend who she could come and stay with, and successfully exited Next Step Up to pursue a more permanent housing solution.

WITH YOUR SUPPORT

When you support Next Step Up, you are investing in our Medina County neighbors. You are giving someone not just a place to sleep, but a place to start again.

Your donation helps support:

- **Stability:** The shelter provides 27 beds in a trauma-informed environment that welcomes individuals and families with open arms.
- **Structure:** Each Guest receives an Individualized Housing Plan designed to move them toward independence.
- **Self-sufficiency:** Our Guests are connected to community partners and work with our team to gain valuable skills, healthcare and access to critical services to help them on a path to independence.

Volunteer with us

Assist staff with in-shelter activities like providing meals or educational sessions for our Guests. Call us at 330.725.7531.

To make a gift:

- Go to nextstepup-medina.org.
- Visit our Amazon Wish List.

Donate items

Our Guests have needs as they transition into Next Step Up and then into housing. There are several ways you can support us with in-kind donations.

- Purchase an item on our Amazon Wish List.
- Help us stock "moving baskets" with cleaning supplies and other essentials.
- Follow us on Facebook for urgent needs.