



2024 YEAR END REPORT

Mayor Dennis Hanwell

Andrew Dutton, Community Development Director
Jarrod Fry, General Manager Medina TV
Dan Gladish, Building Official
Gregory Huber, Law Director
Chief Edward Kinney, Police Department
Kimberly Marshall, Economic Development Director
Medina Civil Service Commission
Medina Finance Department
Patrick Patton, City Engineer
Nino Piccoli, Service Director
Chief Larry Walters, Fire Department
Jansen Wehrley, Director of Parks, Recreation,
Cemetery, and Forestry
Sgt. Darin Zaremba, IT Director



Table of Contents

Mayor's Message	3
Civil Service Commission	9
Community Development Department	
Building Department	17
Economic Development	22
Planning & Zoning	32
Engineering Department	38
Finance Department	44
Fire Department	48
IT Department	58
Law Department	61
MedinaTV	63
Parks & Recreation Department	
Cemetery	68
Forestry	70
Parks Maintenance	71
Recreation Center	73
Police Department	79
Service Department	
Sanitation Department	110
Street Department	111
Vehicle Maintenance	119
Water Department	121

Dear City Council, Residents and Media,

It is with great pride that I present the City of Medina staff accomplishments to you in this 2024 Annual Report. This report is special because it will be my sixteenth, and my last. It is good to know that I will be leaving the Mayor's seat to a talented and dedicated staff, that come to work every day giving their best for the Medina residents, businesses, and the thousands of visitors who come to our city.

New this year is a more standardized and visually cohesive presentation of the information. Thanks to the very creative Sarah Tome of our Community Development staff for bringing her artistic and organizational skills to this year's report.

The good news is that 2024 was a banner year for all the departments. Major projects were completed, we continued to make advancement with technology, our business community continues to be healthy, and we celebrated a once-in-a-lifetime solar eclipse. Here are just a few of the highlights of those achievements:

Medina Civil Service Commission

This office serves the entire City of Medina and the Medina City Schools Support Staff in filling their staffing needs. The office was kept busy in 2024 with multiple testing sessions for Communications Operator, Patrol Officer, and several other positions. The city had a total of 117 new fulltime and part-time hires to replace 83 resignations and two retirements. Testing was also done for the City Schools, which had 27 new hires to replace 32 resignations and 10 retirements. This office also facilitates the city's Wellness Program. Civil Service Secretary Laureen Wilson has announced that she will retire in June, and we want to thank her for her 26 years of service to the city.

Community Development Department

All divisions of the Community Development Department have been kept busy with the kick-off of several major projects in 2024. Planning and/or construction has begun on a new Acme Fresh Market at the south end of the city, the new Meijer locating on the site of the former K-Mart, the Lafayette Quarters, an 11-unit multi-family residential building for individuals at risk of homelessness, the Brookdale Park manufactured home expansion to help with workforce housing, Famous Supply, specializing in HVAC, plumbing, industrial building products, and training, and Becco Excavating, all on the southwest side of town, and last, but certainly not least, the long anticipated Legacy Hotel and Event Center in the Historic District.

Building Department: In 2024, this department oversaw the completion of the Medina County Career Center's new Construction Trades building, work beginning on the new Fire Training Tower, and main building interior alterations. Drug Mart and Tru-Fit built warehouse additions, and there were multiple projects at Owens Corning. Commercial alterations included the Veterans Services Building, Heritage School Kindergarten Center, the transformation of the Medina Metropolitan Housing Authority office building into Next Step Up, the first homeless shelter in

Medina County, and permits were pulled for five new homes. The department issued 1,348 permits, registered 1,003 contractors and completed 2,115 permit inspections.

Economic Development: In addition to working with the new businesses coming to Medina, the Director completed 35 outreach visits with companies and businesses, monitored companies that have a Job Creation Grant, organized sixteen Ribbon Cuttings for new and expanding businesses, and planned two groundbreaking events. The total business investment in 2024 was \$238,159,492.00, with 620 new jobs created and one job retained.

Marketing efforts included the distribution of over 15,000 Visitor Guides, the Medina Magazine that is delivered to all homes in the city, and a weekly city newsletter that now goes to over 2,750 subscribers. New in 2024 was the introduction of the Medina Talent Search Newsletter, a Wednesday publication listing employment opportunities in the city, that is emailed to subscribers and posted on Facebook, LinkedIn, and Instagram. A new Visitor/Tourism page was added to the city website to share information about activities such as the Solar Eclipse, Candlelight Walk, and the holidays. This information is also being shared with Ohio Tourism for posting on the State tourism website.

This department also provides grant writing for city departments. Grants written in 2024 include the 2024 Capital Grant (\$396,000.00), City Hall Workout Room Grant (\$45,717.76), Totts Farm Demolition and Revitalization Grant (\$31,205.00), the ODOT Brownfield Remediation Program Assessment Grant for the Former Yost Sunoco Site (\$300,000.00), and a Homeland Security Cybersecurity Grant (\$20,000.00 will be awarded if grant funding is released).

Planning Department: The Planning Department and the Boards and Commission they oversee saw an increase in applications from 2023 with all the new businesses seeking approvals for planning and construction. This department also began planning work on the new Multi-Use Trail to run from East Friendship Street south on Broadway to Champion Creek Park. The PY 2022 CDBG Allocation runs through October of 2025 and provides funding for the Medina County on-demand transit service and the Code Enforcement Officer position. The 2022 CHIP Grant in partnership with the City of Brunswick began in December 2022 and will close out on April 30, 2025, having completed a total of 27 housing projects.

Engineering Department

The Engineering Department saw the completion or commencement of nineteen capital improvement projects for a total cost of \$20,340,000.00. These included seven streets and stormwater projects, one major water system improvement, and eleven miscellaneous projects, ranging from facility updates to public works. The Engineering Department also oversees the Medina Railway, which had 4,370 rail cars delivered, a 25% increase over 2023.

Finance Department

The Finance Department, coming off a clean audit for 2023, continues to be responsible for all financial activities of the city, including payroll and Workers

Compensation claims. In 2024, on average, 388 employees and elected officials were paid. Workers' compensation claims fell to 9 in 2024, down from 13 in 2023. The other impressive number is that lost days of work fell from 240 in 2023 to only 8 days of lost work in 2024. Finance also handles all accounts receivable, and accounts payable which totaled \$21,297,832.02. Lastly, this office is also responsible for all utility billing, and the total amount billed in 2024 was \$9,153,122.40.

Fire Department

Our Fire Department provides services to the City of Medina, Medina Township, and Montville Township. This covers 51 square miles and a permanent resident population of nearly 50,000. The department took advantage of a rare training opportunity in 2024, when the office building scheduled to be razed for the new hotel was made available for scenario-based training. In 2024, the department answered 93 fire-based calls and 347 emergency incident-related calls. A private foundation provided funding for all firefighters to have access to the Galleri Multi-Cancer early detection test. In addition, they could participate in the EsoGuard DNA esophageal cancer test.

Information Technology (IT) Department

The IT Department manages approximately twenty virtual servers, 200 citywide users, and handles an ongoing stream of daily help-desk requests, managing both software and hardware issues for staff across all city departments. In 2024, major projects included replacement of the fuel dispensing unit and reporting system for Medina Airport Finance, planning and oversight of the replacement of the camera system at Medina Recreation Center, migration of email to Office 365, migration of Police Department cell phones from Verizon to AT&T, and planning for the networking infrastructure needed to relocate the Law Department to the new courthouse location.

Law Department

During 2024, a part-time Assistant Prosecutor resigned and Megan Philbin, who was already part-time, picked up those hours and became a full-time Assistant Prosecutor for the department. The department handled 3,541 criminal matters. Of those, 121 cases were set for jury trial, and 529 were set for bench trial. The staff handled 1,827 pre-trials, participated in numerous motions hearings, and handled fourteen appeals at the Ninth District Court of Appeals. The staff established the city Parking Violations Bureau and handled more than a dozen parking violation hearings.

MedinaTV

In 2024, MedinaTV partnered with the City, Medina City Schools, and the Medina County Commissioners to create programming for each of their channels. MedinaTV livestreams these programs, and then also makes them available for viewing on-demand and on YouTube, Facebook, Roku, Apple TV, and FireTV. Housed at Medina High School, MedinaTV has taken over the day-to-day operation of the Medina City Schools Performing Arts Center. Projects at the PAC, which hosted 115 events in 2024, included retrofitting and installation of LED houselights, and upgrading the audio processors in the facility. In 2024, Medina TV began

hosting a podcast entitled "Medina Matters" to talk about things that matter in Medina. Medina TV also began the process of updating the city's new website, which will launch in 2025.

Parks & Recreation Department

Cemetery: The staff maintains both the 1818 Old Town Cemetery, and the 1883 Spring Grove Cemetery. Spring Grove Cemetery is on the National Register of Historic Places, is a Level II Accredited Arboretum, and is listed on the National Underground Railroad Network to Freedom. In 2024, the city constructed a new service road to separate Sections 19 and 20, and opened up sections in 19C and 19D. The staff continues to update burial owner information and burial records to ensure accuracy. Ground penetrating radar scans were performed at Old Town Cemetery.

The city works collaboratively with the Friends of the Cemetery towards conservation and perpetuation of the Medina cemeteries. In 2024, the Friends paid for a new copper roof installed on the Mausoleum, repaired a significant leak in the hard surface lake and sealed the walls, installed Christmas lights on the Archway and several large evergreens, and installed the Network to Freedom project signage and held a public program for the unveiling of the signs.

Forestry: The City maintains over 13,500 street trees in the right-of-way, and these are pruned in a five-year cycle. In 2024, the city pruned 3,184 street trees, planted 141 street trees as replacements, and improvements within city parks and other public properties. Because of the city's dedicated tree program and the hard work done by the staff, in 2024, the city received its designation as a Tree City USA by the Arbor Day Foundation for the 43rd year in a row. Kudos for a job well done.

Parks Maintenance: Parks management and maintenance alone covers twelve pavilions, eleven soccer fields, fourteen baseball fields, one football field, three tennis/pickleball courts, two disc-golf courses, sixteen miles of mountain bike trails, over six miles of paved multipurpose and nature trails, two splash pads, and an outdoor pool. Some of the 2024 special projects included the complete renovation of the Skatepark, a new playground at Roscoe Ewing Park, the Rocky River Stream Bank Erosion project at Huffman Cunningham Park, renovation at Reagan Fields #2 and #6, and the restoration of the former dog park area at Memorial Park. Please take time to read in their report the extensive list of projects completed in 2024, in addition to the above daily maintenance.

Recreation Center: Medina Rec celebrated the highest revenues since the doors opened 22 years ago! The Rec attributes this to strategic planning that included a fresh new look with paint, flooring, and equipment, the weight room addition, and expanded class offerings to over 600 with nearly 7,000 attendees. Total traffic flow for the year was 314,948. New this year was a partnership with Medina City Schools for an after-school program. Students in K-5 are dropped off by their bus and benefit from a structured environment that includes finishing homework, physical activities, and socialization with friends, while waiting for parent to pick them up by 6:00 pm.

The Rec staff embraced technology to improve communications, management of sports teams, handle online registration, and have also launched a digital brochure

that boosted rental revenue by 33%. Congratulations to the Rec staff for their hard work, vision, and investment in our community!

Police Department

Medina PD's uniformed Patrol Division is represented by 41 full time officers that received 36,506 calls for service, in both the city and Lafayette Township. The department considers training and professional development to be the cornerstone in providing exemplary service, and it exceeds the Ohio Attorney General mandate of 24 hours of continuing education for each officer.

New this year was a second canine officer, Nessie, a German Shorthaired Pointer bred in the Netherlands. Nessie and Officer MacLarren are assigned to Medina High School, but can also be found attending after-school and city events. Nessie joined the department's other canine officer, Tango, who has been on regular patrol for a full year, assisting in traffic stops, building searches, and suspect tracking. The department's Detective Bureau is staffed with four detectives who handled 383 cases in 2024. Of these, 140 cases were presented to the grand jury, resulting in 177 felony charges.

In 2024, the Medina Communications Dispatch Center achieved Primary Public Safety Answering Point status that enables the center to receive wireless 9-1-1 calls directly from Verizon, AT&T, and T-Mobile. As a result, the Communications Center managed 72,361 calls for service, received 10,259 emergency 9-1-1 calls, and 79,369 non-emergency calls.

Service Department

Sanitation Department: In 2024, the Sanitation Department provided 7,570 homes and 1,114 commercial customers with curbside pick-up. The department disposed of 25,600.79 tons of residential, commercial and industrial solid waste, as well as 304.74 tons yard waste for a cost of \$1,415,001.86 at Medina County Solid Waste District. The department collected 296.07 tons of cardboard and took it to the Medina Recycling and Transfer Facility at no cost to the city. Additionally, the department disposed of 1,288.11 tons of food waste to Earth N' Wood Composting Facility in Canton.

Street Department: The Street Department provides a wide range of services, including snow plowing and ice treatment, patching pot holes, street sweeping, cleanout and repair of the storm sewer system, maintenance of traffic lights and pedestrian crossings, and pavement markings. Of note in 2024 is the removal of 181.67 tons of debris from the streets, and 54.73 tons of debris removed from the catch basins. Through the leaf pick-up program, 3,584 tons of leaves were picked up and taken to three locations to be composted instead of going to a landfill. Lastly, the Service Department picked up 141 dead deer in 2024.

Vehicle Maintenance: In 2024, Vehicle Maintenance regularly serviced over 175 vehicles and small pieces of equipment through a scheduled preventive maintenance program or by request for an issue. Departments are billed for service. Diagnostic tools are being constantly updated to deal with more complex electrical problems and emissions systems. With the continued rising cost of new

equipment, it is essential to perform preventative maintenance to further the longevity of useful service life of the city vehicles.

Water Department: The Water Department had a busy year spent changing out water meters for 128 residences and 20 commercial sites. The staff checked over 1,000 backflow containment devices, and sample-tested 444 water samples to confirm the integrity of the water system. They flushed 1,467 hydrants, repaired 37, and replaced one. They also dealt with 71 water main breaks, repaired or replaced 94 curb boxes, removed 43 lead service lines ahead of the compliance deadlines and completed landscape restoration following 86 water related excavations. The Water Department made significant strides in mapping and asset management by utilizing updated GIS systems to track city infrastructure accurately.

I commend City Council, the administration, and every employee for going above and beyond to make 2024 a memorable year, and Medina a great place to live, work, and play.

Respectfully,



Dennis Hanwell
Mayor/Safety Director



CIVIL SERVICE COMMISSION



The Municipal Civil Service Commission of Medina

The office of the Medina Civil Service Commission, serving both the City of Medina and Medina City Schools, is located in Medina City Hall at 132 North Elmwood Avenue, Lower Level, Medina, OH 44256.

This year, the Civil Service Office has continued its vital role in supporting both the City of Medina and the Medina City School system by ensuring they are staffed with dedicated, well-qualified employees who are committed to serving the community. The Civil Service Office's mandate is to ensure that all personnel decisions align with established policies and procedures while supporting the efficient operation of city services and the educational system. Our goal is to continue making significant progress in enhancing recruitment and testing practices.

Civil Service Commission Members

According to the City Charter (Art. V, Sec. 8), the Mayor, with City Council approval, appoints three Civil Service Commissioners, each serving a six-year term. The current commissioners are:

Commissioner	Original Date Appointed	Term Expiration
James Palmquist III	01/07/1985	06/30/2029
James Monhollen	02/10/1993	06/30/2027
Delmar Jones	07/01/2019	06/30/2025
Secretary		
Laureen Wilson	02/07/2005	

Responsibilities of the Civil Service Commission

The Civil Service Commission is responsible for establishing the Civil Service Rules that govern the selection, classification, promotion, and termination of classified employees within the City of Medina and Medina City Schools. While recognizing that collective bargaining agreements take precedence over civil service rules, the Commission also relies on provisions of the City Charter and, where applicable, the Civil Service Laws of the State of Ohio to guide its decisions.

In addition to overseeing external hiring, the Commission arranges, administers, and manages testing and skill assessments for current city and school employees. These evaluations help identify candidates for potential classification opportunities and ensure performance standards are met. Each eligible list remains in effect for a period ranging from six months to two years, at the discretion of the Commission, to support appointing authorities in both the City and the Schools.

Financial Responsibilities

For the 2024 fiscal year, the Medina City Council approved a budget of \$144,574.88 for the Civil Service Commission, covering the period from January 1 to December 31, 2024. However, actual year-end expenses totaled \$128,984.76, coming in under budget.

In accordance with Ohio Revised Code Section 124.54, the Medina Civil Service Commission submits an annual request to the Medina City Board of Education for

payment toward the school district's share of civil service administration costs. For the period from October 1, 2023, to September 30, 2024, the Board of Education was billed \$40,568.49, which has been paid and deposited into the City of Medina's treasury.

Medina City Schools Internal Tests

All Medina City Schools vacancies are first posted internally, giving current employees the opportunity to apply and test before positions are opened to external candidates. Employees may contact the Civil Service Commission office at any time throughout the year to take exams for any support staff classification. Test scores may remain valid for up to two years.

Administrative Secretary:

- 3 tested; 1 promoted

Financial Secretary:

- 1 tested

General Secretary:

- 7 tested; 3 promoted

Head Custodian:

- 1 tested; 1 promoted

Custodian:

- 1 tested; 1 promoted

Transportation Dispatcher:

- 1 tested; 1 promoted

Instructional Paraprofessional:

- 1 tested; 2 promoted

Support Paraprofessional:

- 1 tested

Medina City Schools External Tests

The year 2024 began cautiously for Medina City Schools due to a school levy appearing on the March ballot. Although that levy did not pass, a subsequent levy was approved in November. Layoffs in support staff classifications were avoided through attrition.

To expedite hiring and prevent losing candidates to other job opportunities, the Commission agreed to continue on-demand testing for all support staff positions. The schools spent a total of \$1,827.25 on advertising for support staff roles, including custodians, instructional paraprofessionals, cafeteria cooks, and a financial secretary position. This amount represents a 65% decrease in advertising costs compared to 2023.

Financial Secretary:

- 32 application filed
- 15 candidates came to test
- 12 passed

Support Paraprofessional:

- 3 applications filed & tested
- 1 candidate withdrew
- 1 candidate hired

Instructional Paraprofessional:

- 26 applications filed & tested
- 3 candidates did not pass
- 3 candidates withdrew their application
- 12 candidates hired

Cafeteria Server:

- 3 applications filed 7 tested
- No one hired

Cafeteria Cook:

- 9 application filed & tested
- 1 candidate withdrew
- 5 candidates hired

Custodian:

- 6 applications filed & tested
- 3 candidates waived offer
- 2 candidates hired

City of Medina Police Department Testing

2024 was a busy year for testing and hiring in the Medina Police Department. Three Communication Operator tests and two Patrol Officer tests were administered. The most recent test for each classification introduced a new testing process.

Previously, knowledge testing was conducted through a written exam held on a single designated day and time. To accommodate more Communication Operator applicants with varied schedules, the City contracted with CritiCall, a computerized testing service. This system allowed candidates to schedule their tests at their convenience. The exam included multiple computerized modules designed to simulate real-life tasks, assessing candidates' multitasking abilities while maintaining accuracy.

For Patrol Officer testing, candidates were directed to the National Testing Network (NTN) to register. This service enabled applicants to take a computerized test at a time of their choosing. Their test results were then shared with the City of Medina and any other jurisdictions that the candidate selects.

The City maintains an ongoing job posting for lateral transfer candidates in both of these Police Department classifications. This allows experienced officers or communication operators to apply as vacancies arise, helping the department maintain staffing levels while newly appointed employees undergo training and development.

Communications Operator (March 2024):

- 26 applications filed
- 8 did not show for testing
- 3 did not pass written or data entry
- 15 ranked on eligible list
- 1 hired

Communications Operator (July 2024):

- 34 applications filed
- 19 did not show for testing
- 6 did not pass written or data entry
- 9 ranked on eligible list
- 1 hired

Communications Operator (November 2024):

- 26 applications filed
- 12 applicants did not pass one or more modules
- 14 ranked on eligible list
- 1 hired in 2024 (list still active)

Communications Operator Lateral:

- 2 applications filed
- 1 did not pass testing

Patrol Officer (July 2024):

- 30 applications filed
- 15 did not show for testing
- 10 did not pass written or physical fitness test
- 5 ranked on eligible list
- 1 hired (attending academy)

Patrol Officer (November 2024):

- 40 participated in test
- 5 did not file an application
- 11 withdrew application
- 3 over city hiring age limit
- 11 did not show for physical fitness test
- 1 did not show for Oral Boards
- 9 ranked on eligible list
- 2 hired (attending academy)

Patrol Officer Lateral:

- 5 applications filed
- 3 did not pass test section

City of Medina Non-Police Department Testing

The Civil Service Commission administers exams to assess candidates' suitability for specific positions and assist the appointing authority in making hiring decisions.

Job openings are advertised on the City of Medina's website (www.medinaoh.org/job-opportunities), City Hall's bulletin board, Facebook, local newspapers, and various job search engines. Depending on the position and required certifications, postings may also appear on Ohio Means Jobs, state college websites, and industry-specific job boards.

This year, original appointment tests (open to external candidates) were conducted for the following positions:

Equipment Maintenance Mechanic:

- 5 applications filed
- 5 tested; 3 passed
- 1 hired

Motor Equipment Operator:

- 7 applications filed
- 5 tested; 4 passed

Administrative Office Manager:

- 78 applications/ resumes filed
- 1 hired

Part-Time Firefighter / EMT:

- 19 applications filed
- 3 did not show to test
- 16 ranked on eligible list
- 4 hired

Code Enforcement Inspector:

- 20 applications/resumes filed
- 1 hired

Laborer:

- 24 applications filed
- 7 did not show to test
- 3 did not pass
- 14 ranked on eligible list
- 2 hired

Tree Care Technician:

- 7 applications filed
- 3 did not show to test
- 4 ranked on eligible list
- 1 hired

Payroll and Personnel Actions

One of the Commission's responsibilities under the City Charter is overseeing and certifying the bi-weekly City payroll. No City employee can be paid until the Commission verifies that each individual was hired and remains employed in compliance with the City Charter, Civil Service Commission Rules, and current collective bargaining agreements.

As part of this process, the Commission reviews and verifies personnel transactions, including appointments, pay changes, leaves of absence, and compliance with political activity regulations.

	New Hire	Resigned	Retired
City of Medina	117	83	2
Medina City Schools - Support Staff	27	32	10

Additionally, the Medina Civil Service Commission oversees the City of Medina's Drug and Alcohol Testing Program, which includes managing random drug screenings, billing, and counseling resources.

	Negative	Positive
Pre-Employment	102	1
Random	41	1
Post-Accident	31	0

The Civil Service Commission office supports all departments with their staffing assignments and is responsible for preparing or amending job specifications that outline the duties, responsibilities, requirements, and desired qualifications for various municipal positions. Below is a summary of job description actions presented to City Council for approval and adoption.

Job Description Revisions:

- Payroll Clerk - **Finance Department**
- Administrative Office Manager - **Mayor's Office**
- Maintenance Technician - **Parks Department**

New Job Descriptions Created:

- Parking Violations Hearing Examiner - **Police Department**
- Law Intern - **Law Department**

Wellness Program Liaison

In 2024, 79% of our 152 full-time employees completed all the requirements to earn a 5% discount on their share of health insurance premiums. To meet these requirements, employees needed to complete a biometric screening, participate in three educational events/webinars or annual doctor/dental visits, and show 120 days of activity or step tracking. Employee participation has contributed to reduced medical claims, resulting in a premium refund from Medical Mutual of Ohio (MMO) amounting to \$146,337.26 to the City of Medina. The City Council acknowledged that this refund was due to the employee wellness program participation. Therefore, \$73,150.00 was shared and divided among the MMO-participating employees to reduce their share of monthly health insurance premiums for ten pay periods. Our wellness program continues to help employees improve their quality of life and health while providing financial benefits from their involvement.

Conclusion

The Civil Service Commission is always available to assist the administration by gathering information from similar cities to compare policies, procedures, and compensation, helping to ensure that the City of Medina remains competitive and equitable for all staff members.

The Commission is always open to considering improvements to the application process or streamlining the testing process by leveraging technological advancements to enhance efficiency and attract a qualified pool of candidates. Moving forward, our focus will be on strengthening the workforce by proactively identifying and addressing departmental needs. We hope this report provides an overview of our work over the past year and outlines our priorities for the year ahead.





COMMUNITY DEVELOPMENT DEPARTMENT

Economic Development
Planning & Zoning
Building

Community Development Department Mission Statement

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



BUILDING DEPARTMENT

Dan Gladish, Chief Building Official

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

Strategic Highlights

The Building Department continued to maintain its high standard of providing excellent customer service to our contractors, businesses, and residents during an exceptionally busy year. Inspections, permit processing and contractor registrations all increased, and staff rose to the challenge. The inspectors did an exceptional job of accommodating contractors with their inspection requests, even offering same-day inspections when needed.

We want to extend our appreciation to all the businesses, contractors, departments, and residents for their collaboration on the building projects this year, which is evidenced in the economic growth of the city.

As a department, we strive to protect the public safety, welfare, and preservation of this community in all that we do.

Financial Highlights

In 2024, the Building Department generated \$575,009 in revenue. This revenue includes commercial and residential permits, as well as contractor registrations.

The department received funding from the CDBG Allocation Grant in the amount of \$26,730 for support of the Property Maintenance Code Enforcement position. This position focuses on neighborhood areas that are inspected for Property Maintenance violations. It is a systematic, proactive approach to addressing code violations to ensure preservation of the housing stock and the integrity of the community.

Operating Highlights

The City had five residential new home permits issued, including the Habitat for Humanity home on South Elmwood Avenue.

Permits issued for commercial projects in 2024 included:

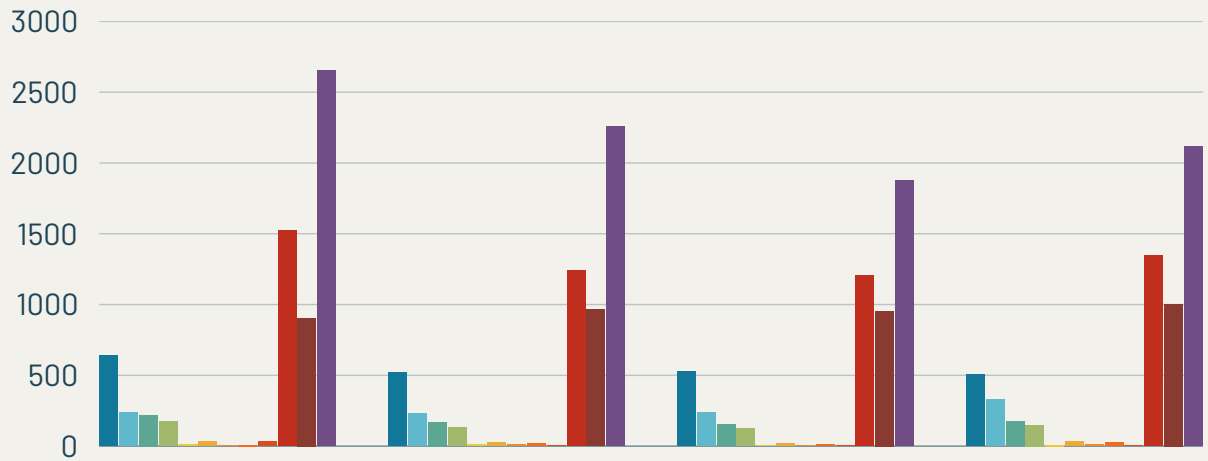
- Medina County Career Center's new Construction Trades building, Fire Training Tower and main building interior alterations
- Industrial warehouse additions at Drug Mart and Tru-Fit
- New commercial buildings for Meijer, Acme, BECCO Excavating, and the Legacy Hotel and Event Center project on the Square
- Commercial interior alterations included the Veterans Services Building, the Heritage School Kindergarten Center, the Emergency Housing Facility on Walter Road, and multiple projects at Owens Corning

Looking Ahead

The Building Department's 2025 goal is to continue its standard of providing excellent customer service to the city. We will continue to streamline our operational processes to work more efficiently, expand our knowledge of the Building Codes, and serve our community to the best of our ability.

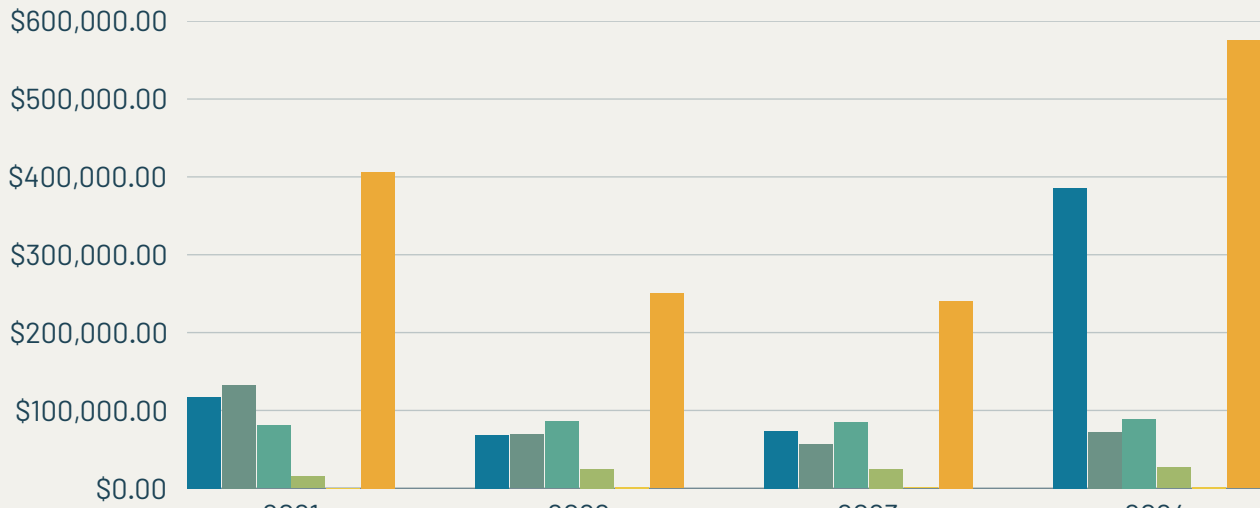
Dan Gladish
Chief Building Official

City of Medina Building Department Annual Report 2024



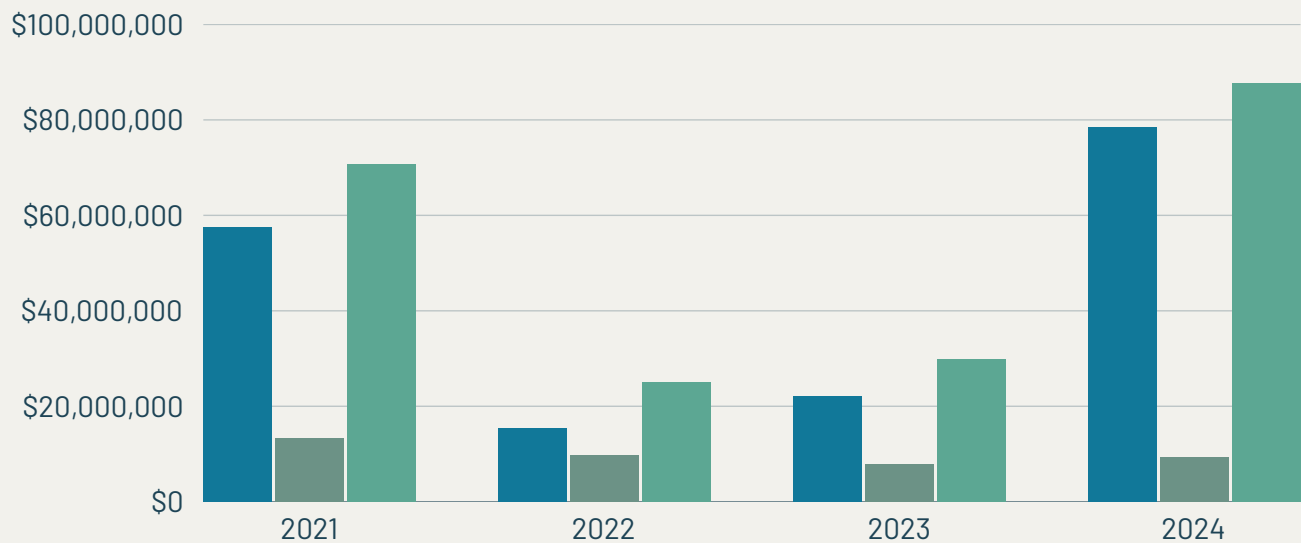
	2021	2022	2023	2024
Building Permits	640	529	518	504
HVAC Permits	236	237	232	331
Electrical Permits	220	154	171	173
Plumbing Permits	172	126	131	149
Demolition Permits	10	7	11	9
Fire Suppression Permits	31	20	27	31
Occupancy Permits	4	4	14	11
Foreclosures	8	11	21	24
New Residential	33	3	6	5
Yearly Permit Total	1,525	1,205	1,242	1,348
Contractor Registrations	906	955	964	1,003
Yearly Permit Inspection Total	2,651	1,875	2,257	2,115

Revenue Generated



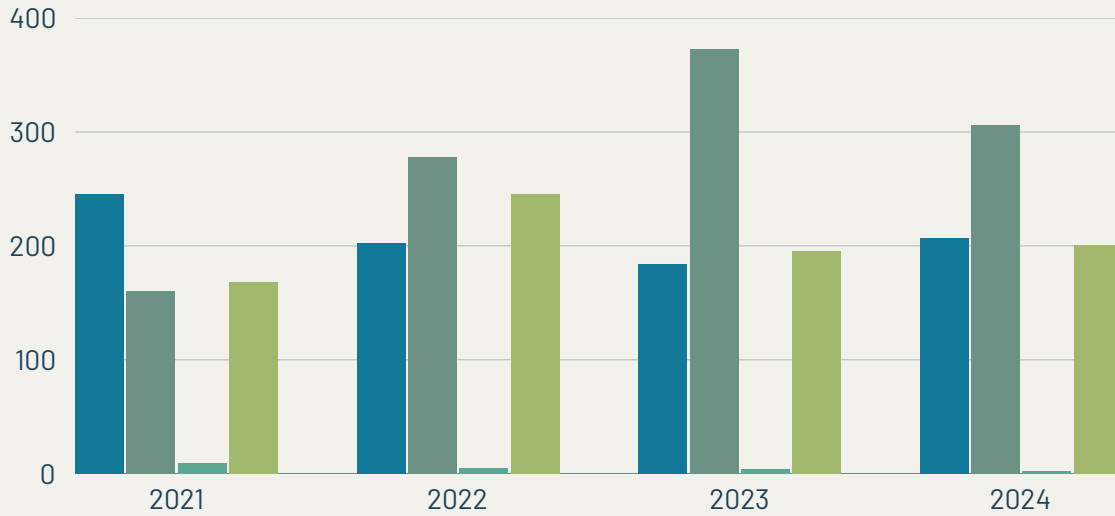
Commercial Permits	\$177,014	\$68,598	\$73,592	\$385,269
Residential Permits	\$132,747	\$69,305	\$56,963	\$72,160
Contractor Registration	\$80,550	\$85,975	\$84,725	\$89,050
Code Enforcement Grant	\$15,000	\$24,688	\$24,687	\$26,730
Foreclosures	\$600	\$1,575	\$825	\$1,800
Total	\$405,911	\$250,141	\$240,792	\$575,009

Estimated Value of Construction

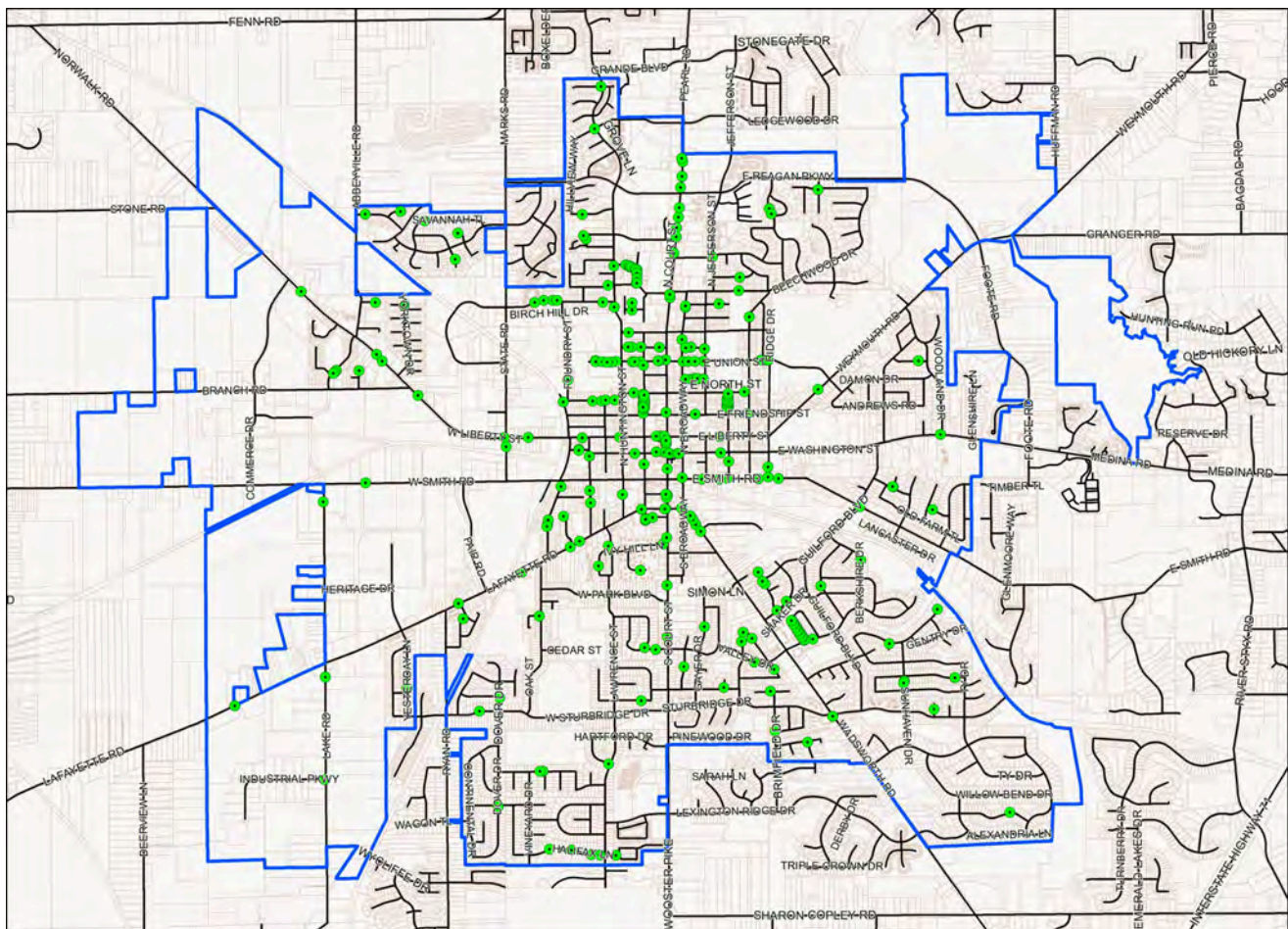


Commercial Permits	\$57,423,334	\$15,401,152	\$22,062,659	\$78,445,971
Residential Permits	\$13,341,206	\$9,653,079	\$7,788,677	\$9,329,700
Total	\$70,764,540	\$25,054,231	\$29,851,336	\$87,775,761

Property Maintenance & Code Enforcement



CDBG Grant Code Enforcement Survey Inspections	245	202	184	207
Complaint Inspections	160	278	373	306
Court Filings	9	5	4	2
Closed Complaints	168	245	195	201



2024 Code Enforcement Complaints (299 Total)

0 0.25 0.5 0.75 1 Miles



ECONOMIC DEVELOPMENT

Kimberly Marshall, Economic Development Director



Mayor Hanwell and City Council Members,

As we reflect on 2024, we recognize the progress, challenges, and opportunities that have shaped our economic landscape. This report highlights key achievements, major investments, and strategic initiatives that have driven economic growth, supported businesses, and enhanced community development.

Moving into 2024, we saw significant progress with the groundbreaking of Meijer on North Court Street, ACME Fresh Market on South Court Street, and The Legacy Hotel of Medina in the downtown. These three projects were very large milestones for the city, as they had been talked about for a long time. It is great to see them all come to fruition. We also applied for an Ohio Department of Development Brownfield Remediation Program Assessment Grant for the former Yost Sunoco Site located at 426 W. Liberty Street and received the award at the end of the year. This grant will be significant in moving this site forward to redevelopment. New this year, we implemented a weekly Medina Talent Search Newsletter to assist businesses with their workforce hiring challenges and to connect job seekers to local job opportunities.

We conducted 35 outreach visits with companies and businesses. The visits are part of the city's business retention and expansion efforts to establish and maintain good relationships and communication. The outreach visits are targeted to companies in the manufacturing and industrial sector, those that are new to the community, as well as some of our small businesses. Finding talent continues to be a challenge. Additionally, some of these visits were to meet with companies and monitor their job creation grants. At the end of 2024, the city had ten active grants and one new grant approved. In 2024, all grants were monitored and we made eight payments in the amount of \$126,165.93. Since the inception of the Job Creation Grant Program, 1,338 full time jobs and 156 part time jobs have been created, with over \$83.7 MM in new payroll.

We hit the "ribbon cutting trail" again, organizing sixteen Ribbon Cutting Events for new and expanding businesses, one anniversary, and two groundbreaking events. Once again, we partnered with the Greater Medina Chamber of Commerce and Main Street Medina on these events.

Through determination, collaboration, and resilience, we continue to build a stronger economy and vibrant community. We extend our gratitude to our partners, stakeholders, and community members for their contributions to a thriving City of Medina.

We look forward to another year of progress and shared success.

Respectfully Submitted,



Kimberly Marshall
Economic Development Director

Medina County Workforce Statistics

The unemployment rate for Medina County began the year at 3.6% and ended the year at 2.8%

The civilian labor force numbers began the year at 97,100 and ended the year at 98,900

Total number of unemployed workers in the county as of January 2024 was 3,557, and by end of the year had decreased to 2,800

(Source – Ohio Labor Market Information, Civilian Labor Force Estimates)

City Workforce Statistics

The unemployment rate for the City of Medina began the year at 3.8% and ended the year at 2.9%

The civilian labor force numbers began the year at 13,009 and ended the year at 13,200

Total number of unemployed workers in the City as of January 2024 was 490, and by end of the year this number had decreased to 400

(Source – Ohio Labor Market Information, Civilian Labor Force Estimates)

Industrial Business Expansion Highlights

- **Discount Drug Mart** added another 75,000 square feet to their warehouse located at 1035 West Smith Road.
- **Famous Supply Co.** is expanding into the Medina market with a new 20,000 square foot Branch Retail Showroom and a Warehouse/Distribution building in the city located at 160 Commerce Drive. This project will create six new full-time jobs and annual payroll of \$423,000.
- **Owens Corning** had significant investment in their facility to include a new storage building to allow for new machinery and equipment at the 890 West Smith Road plant, along with a new 25,000 square foot warehouse located at 1041 Lake Road.
- **Sandridge Food Corporation** continued their growth with the acquisition of the former Corrpro Building directly south of their manufacturing plant. Phase 1 renovations of the former office space will be for the new Culinary & Marketing Center, interior and exterior renovation to the office, meeting facilities and façade enhancements. New parking facilities with modern signage, lighting, and landscaping are planned as well. As a result of the building acquisition, Corrpro is moving to 820 Lafayette Road, a building that is owned by Sandridge. They will be a tenant in the building. It is being renovated to accommodate their needs.
- **Spray Products** continued their growth with the addition of another production line as well as updates to other machinery and equipment at their manufacturing facility located at 1000 Lake Road.

Team NEO / Jobs Ohio

The city received 61 leads from Team NEO / Jobs Ohio and we submitted properties on two of those leads that met the qualifications.

2024 Investment Numbers

Total Investment was \$238,159,492 with 620 new jobs created and 1 job retained.

- Twenty-two new businesses will add approximately 600 new employees with new investments of \$61,931,500.
- Seventeen expansion projects, that added approximately 18 new employees, 1 retained employee, and \$144,848,973 in new investment.
- Sixty-eight renovation projects, investing \$19,010,519.
- Three new facility projects will add approximate 2 new employees with investments of \$12,368,500.

*Note – Total Investment above includes:

10 County Government projects

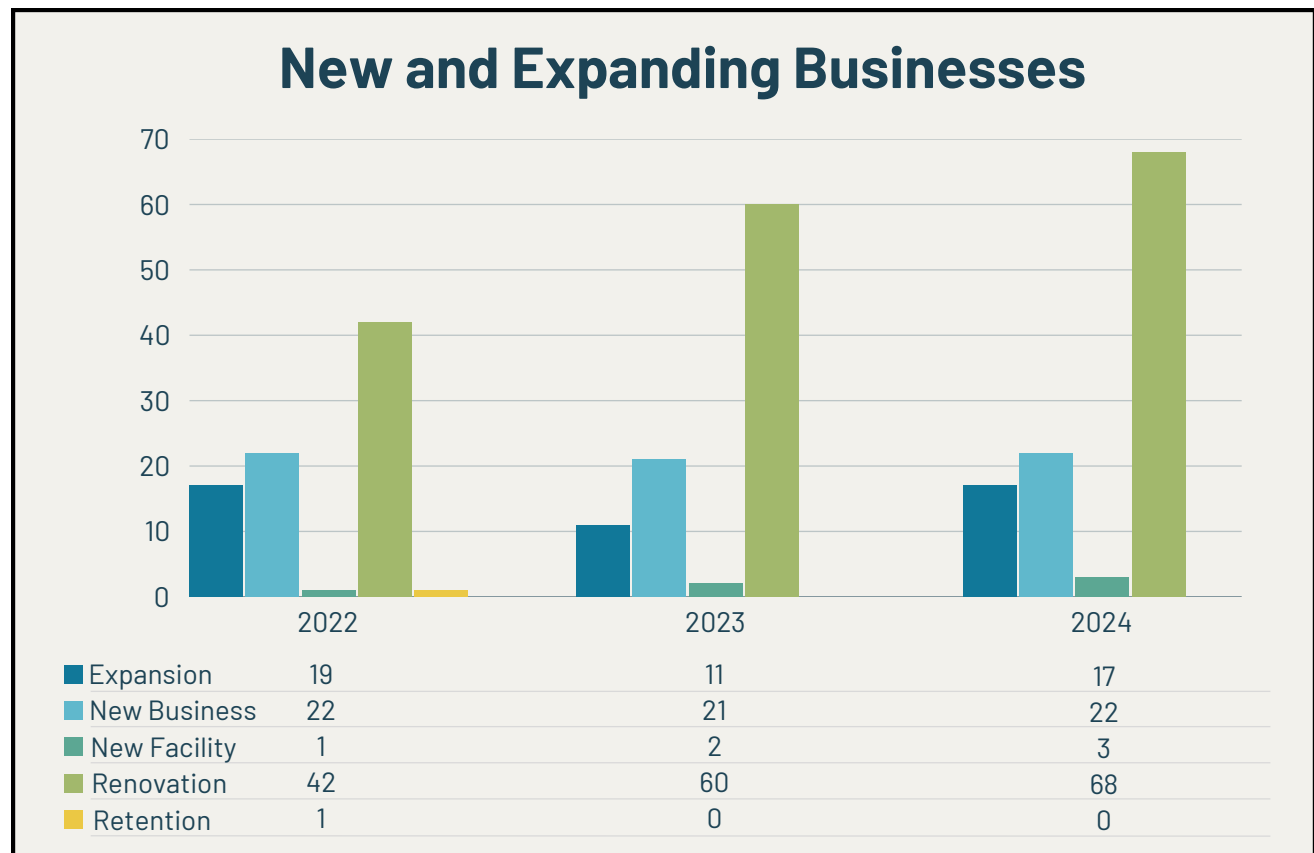
1 City Government project (Fire Station)

2 Non-Profit projects

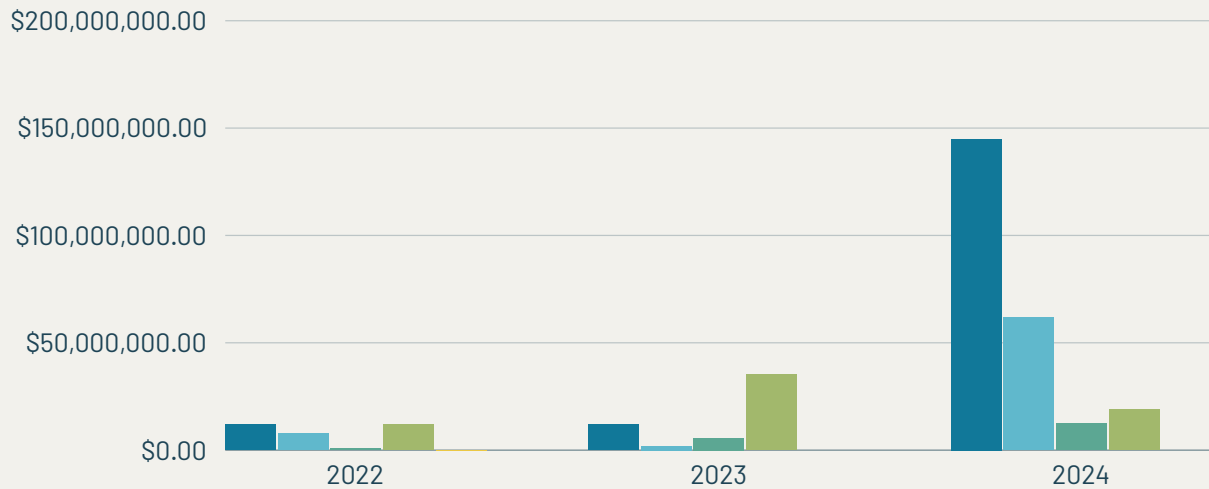
4 Education projects

For a total of \$18,886,066

The bulk of growth was from existing businesses expanding and investing in their facilities, machinery, and equipment.

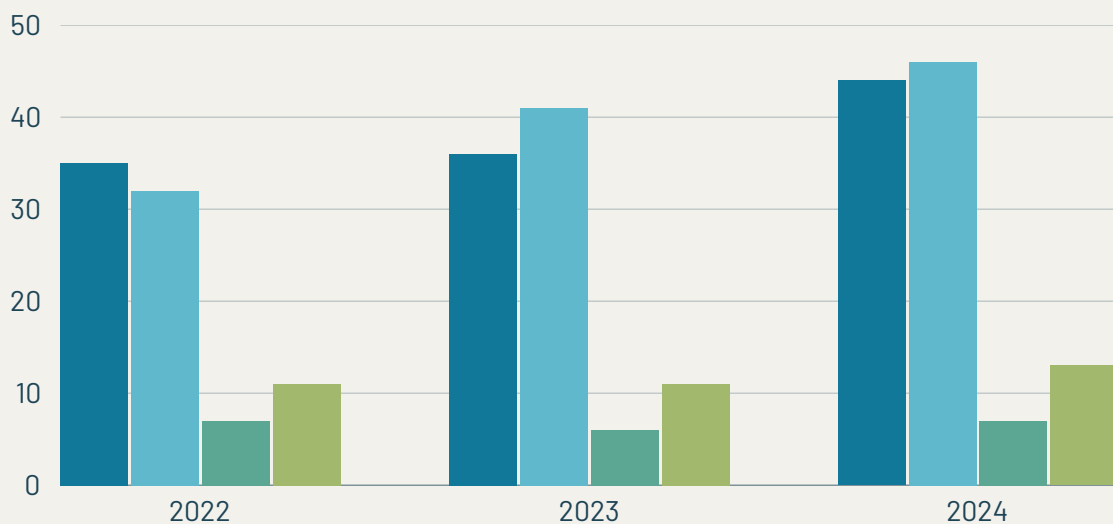


Total Investment by Project

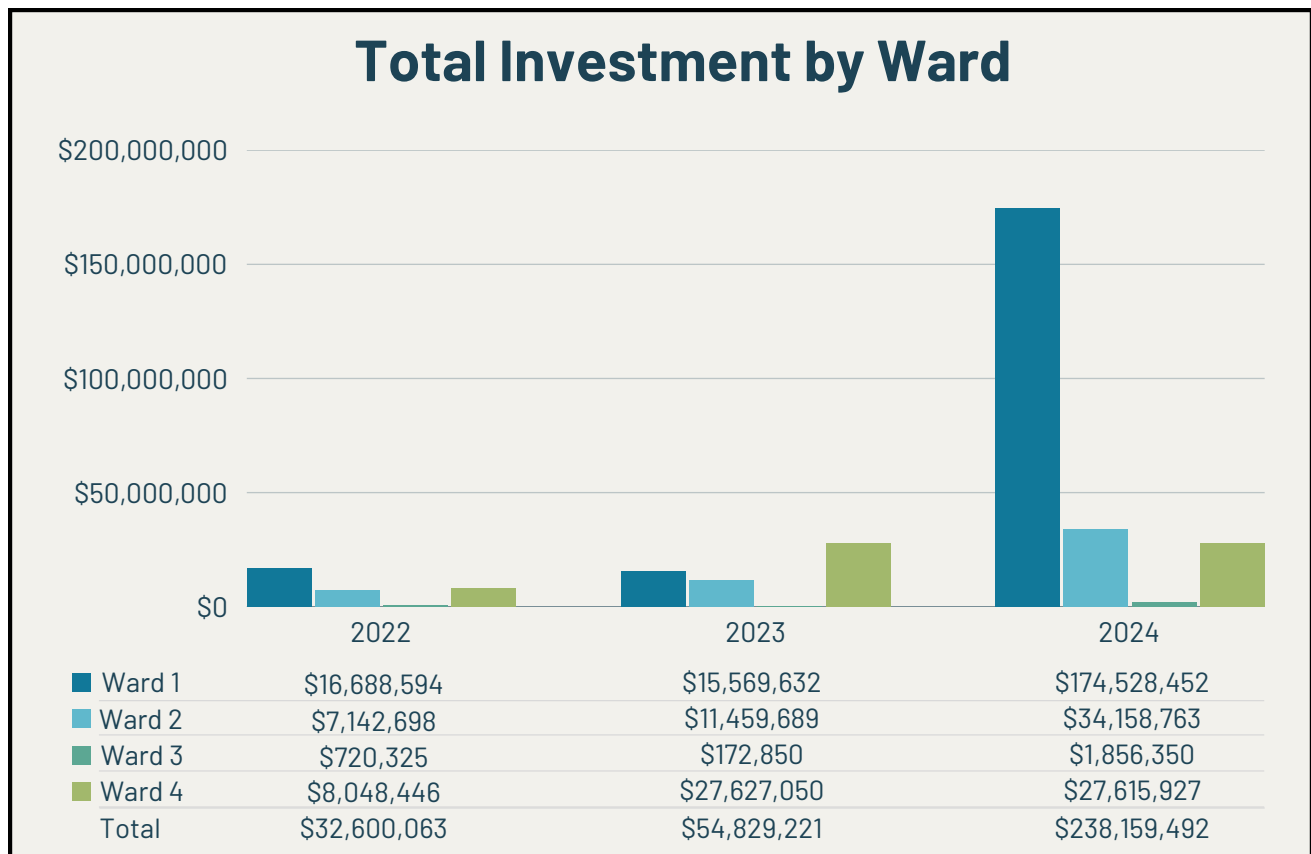


Expansion	\$11,982,687	\$11,871,470	\$144,848,973
New Business	\$7,637,000	\$1,964,150	\$61,931,500
New Facility	\$875,000	\$5,625,000	\$12,368,500
Renovation	\$12,055,376	\$35,368,601	\$19,010,519
Retention	\$50,000	\$0	\$0
Total	\$32,600,063	\$54,829,221	\$238,159,492

Projects by Ward



Ward 1	35	36	44
Ward 2	32	41	46
Ward 3	7	6	7
Ward 4	11	11	13



2024 Business Attractions

- Acme Fresh Market
- Aladdin's
- Bickle Insurance
- Ciao Bella Beauty Bar
- Elements
- Famous Supply Co.
- Hemingway's Underground
- JAFB Brewery
- Meijer
- New Horizon Chiropractic
- Recoup + Relief Counseling & Therapeutic Services LLC
- Reform and Restore Pilates
- Romancing the Walls
- Studio 330 Tattoo Company
- The Black Match
- The Commercial & Savings Bank
- The Legacy Hotel
- Trim Clinics
- Wingstop

New Businesses Located in The Common Ground

- Jack Pot Pottery
- Madhouse Ink
- Private Fairway Medina

Business Incentives

Tax Incentives - Community Reinvestment Area (CRA)

Company	Date Certified	Project
Batko Inc	2/22/24	19,186 sq. ft. truck bay building and offices; Investment of \$1,900,000
Justin & Brandi Johnson	2/14/24	1,216 sq. ft. new home; Investment of \$200,000
University Hospitals Urgent Care	4/29/24	4,209 sq. ft. new building; Investment of \$2,241,217
Whiskey Bravo LLC	9/13/24	864 sq. ft. new home; Investment of \$172,00

Job Creation Grant Program

- A Job Creation Grant was approved for Famous Supply Co.
- All existing grants have been reviewed and monitored.

TIF District Revenues & Payments

City of Medina - Downtown Redevelopment - TIF Payments			
	2023 / Pay 2024 Taxes		
	Medina CSD		Medina City JVSD
Commerical Property Effective Rate	41.076527		2.003096
Total Mills	58.353455		58.353455
Schools Percentage	70.39%		3.43%
Divided by 50% = percent due schools	35.20%		1.72%
Payment from County (PILOT)	\$ 43,899.25		
Percentage Due Schools	35.20%		1.72%
Amounts Due to the School / MCCC	\$ 15,450.92		\$ 753.46
City portion	\$ 27,694.87		

****Since the formation of the TIF District, the city has received \$124,635.25 in TIF Revenue***

Boards and Committees

Ohio Economic Development Association

Kimberly Marshall was chosen by her economic development peers from across the State to serve on the OEDA Board of Directors and is also serving as the Secretary on the Executive Committee.

City of Medina Economic Development Committee

Seven meetings were held with focus on PACE Financing for the Downtown Hotel project, Medina Municipal Airport Expansion project, Solar Eclipse event, modifications to the Job Creation Grant Program, Infrastructure Updates, and the Medina Pedal Bike Company project.

Medina City Development Corporation (CIC)

The Liberty Street Developer completed their due diligence for the mixed-use development at 135 West Liberty Street and decided not to move forward for economic reasons. The CIC modified and released the RFP/RFQ again in the fall but received no proposals. The project has been put on hold at this time.

The CIC entered into a license agreement with Autonomy Capital for use of the Elmwood Parking lot during the construction of The Legacy Hotel.

JEDD Board

The JEDD Board held five meetings in 2024 to discuss the following projects:

- South Town Center Retail Project for a new Dunkin Donuts and Taco Bell
- Montville Investors, LLC - Heritage of Medina Nursing Home project
- Gables Management Retail and Housing Development
- Albrecht, Inc – former Mast parcel (Chipotle) project
- Pulte Group – Hawk Ridge Project

Additionally, the JEDD Board finalized the Financial Assistance Program Guidelines and updated the application form. The CRA Overlay district was also amended by the Commissioners and approved by the State of Ohio to include the former Mast parcel.

2024 Marketing Initiatives

Historic District Visitors Guide

The 2024 Visitor Guide was published and distributed prior to Candlelight Walk in November 2024. All merchants and restaurants in the Historic District, South Town, and area businesses to the west and east of downtown were included. Copies of the guide have been added to the City website on the Economic Development and Residents pages, as well as the new Visitor's Page, and it is available on the Main Street Medina website. Over 15,000 copies were distributed in 2024.

Weekly Economic Development Newsletter

The newsletter was published for 52 weeks in 2024. By the end of 2024, subscriber numbers increased to over 2,700. It continues to feature upcoming local events, announcements of new businesses and ribbon cuttings, and updates on City and State road construction projects. The newsletter is also posted on the city website, Facebook, LinkedIn, and Instagram.

Weekly Medina Talent Search Newsletter

Due to the ongoing war on talent in Medina, the Economic Development Office implemented a new Medina Talent Search Newsletter for Job Seekers and Employers. This is published every Wednesday and highlights job opportunities for Medina businesses, non-profits, and government organizations. Subscribers to the newsletter can register on the website, and it is shared on Facebook, Instagram, and LinkedIn. Sixteen newsletters were published in 2024, profiling 62 businesses and showcasing 171 jobs. Initial feedback from businesses is that they have seen a boost in candidates applying for their jobs.

Medina Magazine

The city continued to work with Image Builders Marketing, Inc. to publish the Medina Magazine in 2024. The city had a full-page ad, provided updates to listings, and proofed the entire magazine before it was published. It is distributed to over 20,000 homes, given to residents and new businesses signing up for new water and rubbish pick-up services, and is given to businesses during business retention and expansion visits.

Social Media

The Economic Development office manages Facebook, Linked In, and Instagram with regular posts. In 2024, the city Facebook page reached 85,000 followers, LinkedIn reached 859 followers, and Instagram has 168 followers.

Solar Eclipse

The City of Medina was in the Path of Totality for the 2024 Solar Eclipse and selected as a Solar Eclipse Ambassador City by the Cleveland Science Center. As an Ambassador City, the city received a banner, a telescope with a solar filter, an orrery, eclipse stickers, 1,000 pairs of solar eclipse glasses, and educational materials. From April 6 through April 8, with the help of local astronomer Larry Johns, staff from the Medina Rec Center, and volunteers from Medina Senior Center, Morning Rotary, Medina businesses, and the community, a weekend of educational programs, exhibits, fireworks, a Solar System Scavenger Hunt, and a Countdown Watch Party with food trucks, a DJ, and health exhibits were held at the Medina Rec Center. The eclipse brought people to Medina from all over the country for this once-in-a-lifetime event. With lots of creative help from Sarah Tome, Administrative Assistant for Economic Development/Planning, the city hosted a Solar Eclipse website page and had its own commemorative poster that brought in over \$1,300.

Visitors/Tourism Website Page

Having a dedicated page on the website for the Solar Eclipse was so successful that the city added a Visitors/Tourism Page to provide information on all the events for the Christmas holidays. The city publicized any activities that were planned in the city for November and December. This greatly increased traffic to the city website and to the events in the city. We will continue hosting a Visitor's/Tourism website page for promoting events in 2025.

Grants

Barbara Dzur wrote and submitted the following grant applications for city departments:

2024 Capital Grant

The city received \$396,000 from the One Time Strategic Investments Grant for the Multi-Use Path Phase 1 of the Uptown Loop. This path will be constructed on the east side of Broadway from the Sophia Victoria Trailhead north to the intersection of Broadway and East Friendship Street. The grant came through the Office of Budget Management.

City Hall Workout Room Grant

Several funding sources were sought to cover the cost of this project. They include the following:

- Cleveland Clinic Presidents Grant: \$1,000
- VanEpp Family Foundation: \$10,000
- Tom & Jill Lincoln Foundation: \$45,717.76

Totts Farm Demolition and Revitalization Grant

The city was awarded a Building Demolition and Site Revitalization Grant in the amount of \$31,205 from the Ohio Department of Development to use for demolition and land cleanup at the city-owned Totts Farm at the Medina Municipal Airport. This work will help move the airport expansion efforts forward.

ODOD Brownfield Remediation Program - Assessment Grant Former Yost Sunoco Site

The city was awarded an Ohio Department of Development Brownfield Remediation Program Assessment Grant in the amount of \$300,000 for complete assessment of the abandoned Yost Sunoco gas station site, including a geophysical survey, complete soil borings, assessment of soils, ground water samplings, and laboratory analyses to determine necessary remediation of the property which is located at 426 West Liberty Street. The City Economic Development Department is providing 25% matching funds in the amount of \$100,000 and work will proceed in 2025.

Department of Homeland Security & State and Local Cybersecurity Grant

The city has applied for a 2024 Cybersecurity Software & Service Grant in September of 2024, the amount of \$20,000 to be put toward the hiring of a cyber-expert company to provide guidance, testing, compliance and 24/7/365 monitoring and remediation. This grant is in the final approval process, but is funded through FEMA and they cannot allow the funds to be released because of the freeze on federally funded grants.

PLANNING & ZONING

Andrew Dutton, Community Development Director



In 2024, the City of Medina's Planning and Zoning office continued to facilitate and guide development with a focus on customer service and collaboration with other city departments and related organizations. Throughout the year, Planning and Zoning worked to effectively conduct significant planning projects, review and process permits, assist Planning boards and commissions, enforce the regulations of the Planning and Zoning Code, and manage multiple impactful grants.

Major Projects

Multi-Use Path Plan

Based on recommendations from the adopted Comprehensive Plan in 2021, staff was authorized to contract with a consultant to complete a Multi-Use Path Plan for the city. In 2023, the City of Medina entered into an agreement with the Envision Group to conduct a Multi-Use Path Plan. The city partnered with the Medina County Parks District on the plan to examine the City of Medina and surrounding areas.

A Steering Committee was formed to guide the process composed of a variety of City officials, community leaders, residents, and cycling advocates. The Steering Committee met with the Envision Group five times throughout the project. In addition, there were several initiatives to gather input from the public, including two online community surveys and three public meetings.

The plan examines the existing path conditions in the area, encapsulates public engagement, proposes path routes in and around Medina, and provides a detailed path to implementation. The plan also details six priority paths, including schematic plans, typical sections, trail phasing, and preliminary costs.

In January of 2024, City Council reviewed and unanimously approved the plan.

Permitting Software

The Community Development Department utilizes BasicGov software for building permits, plan review, inspection tracking, code enforcement, contractor registration, and planning. The software is a basic system used for internally tracking permits, recording information, and limited file storage. The Department has budgeted for and, in 2024, placed a Request for Proposals (RFP) for new permitting software with the following additional capabilities:

- Online electronic submission of plans, permits, and other applications by applicants.
- Acceptance of online payment of fees.
- Correspondence, reviews, inspection scheduling, and similar functions within the software available to both staff and applicants.
- Incorporation of other city departments into the software's review and permitting processes.
- Access to the software on mobile devices, such as tablets and smartphones, allowing the viewing and editing of permits and correspondence with staff and applicants.
- Automated processes to facilitate contractor registration renewal.
- Online storage of data and files accessible by staff and applicants with adequate storage for a mid-sized city.
- Integration with the Medina County GIS to provide accurate parcel information including address, owner, etc.

The Department plans to select a software provider and transition to a new system in early 2025.

Board and Commissions Significant Approvals

There were a number of significant residential, commercial, and industrial developments initiated in the City of Medina in 2024. The following projects were assisted by the Community Development Department and approved by one or more of the Historic Preservation Board, Planning Commission, and Board of Zoning Appeals:

- Legacy Hotel and Event Center – A 65,000 sq. ft. four-story hotel with a rooftop bar and a rear 5,800 sq. ft. event center at 257 South Court Street. The project included the demolition of two buildings on South Court Street and one building on South Elmwood Avenue.
- Meijer – A 161,000 sq. ft. new retail building at 1105 North Court Street. The project included the demolition of an existing dilapidated K-Mart building on the site.
- Acme – A 56,000 sq. ft. grocery building at the northwest corner of Wooster Pike and High Point Drive.
- Brookdale Park Expansion – A 61-unit expansion of the existing manufactured home park at 1166 Lafayette Road.
- Lafayette Quarters – A 9,000 sq. ft. 11-unit multi-family residential building designed for individuals at risk of homelessness at 881 Lafayette Rd.
- Sandridge – Expansion into an existing 59,000 sq. ft. office and manufacturing building at 1055 West Smith Road.
- Famous Supply – A 32,500 sq. ft. contractor wholesaling and supply business on the east side of Commerce Drive, north of West Smith Road.
- Becco Excavating – A 13,000 sq. ft. office and warehouse facility at 1170 West Smith Road.

Zoning Code and Parking Ordinance Amendments

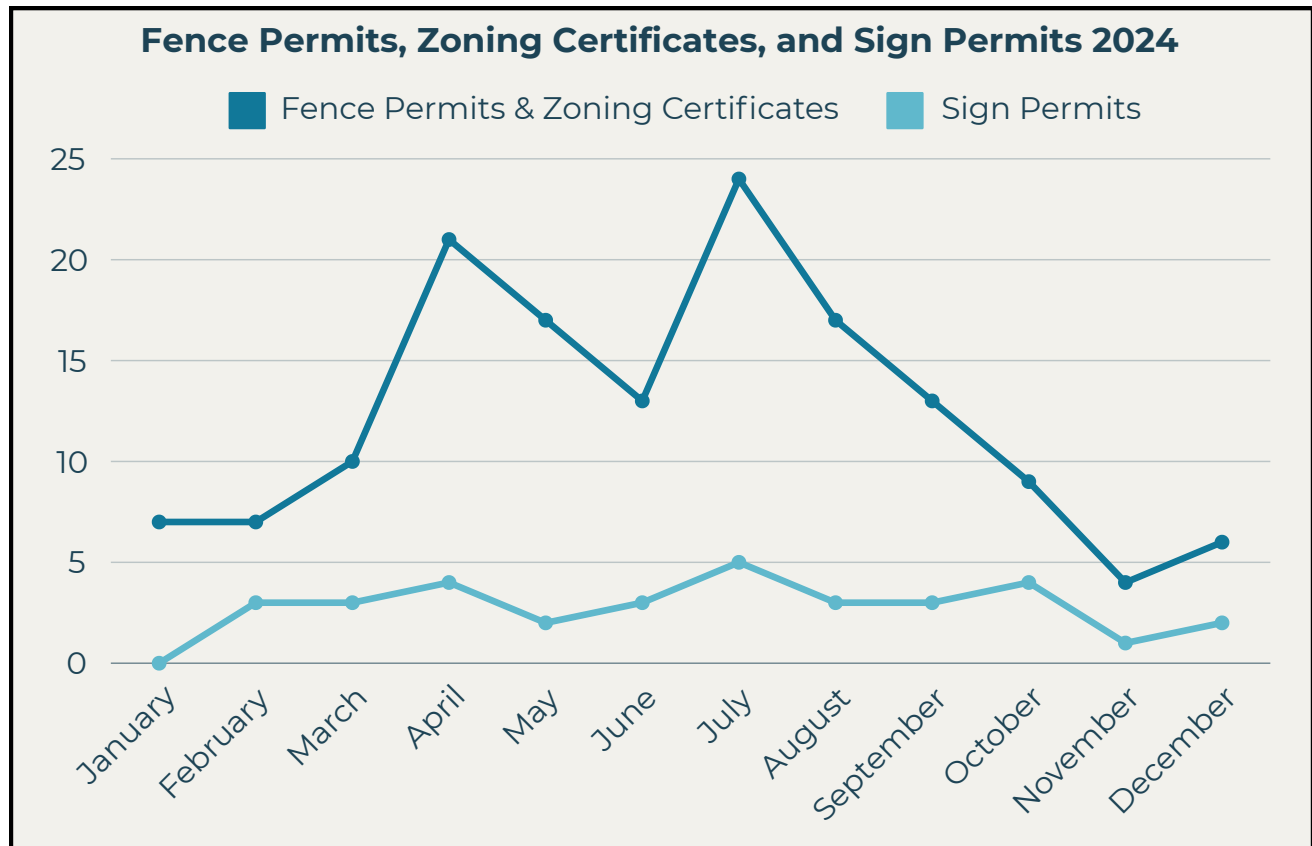
In 2024, miscellaneous amendments to the Zoning Code were approved by City Council. The amendments address a variety of topics including:

- Fence regulations
- Parking lot lighting
- Roofed porches into rear setbacks
- Fitness facilities
- Zoning Amendment, Variance, Site Plan, and Conditional Zoning Certificate Review
- Short term rentals

Fence Permits, Zoning Certificates, and Sign Permits

A total of 148 Fence Permits and Zoning Certificates, and 33 Sign Permits were issued in 2024. The table and chart below indicate the number issued by month and the total number issued from 2021 to 2024.

Month	Fencing Permits & Zoning Certificates	Sign Permits
January	7	0
February	7	3
March	10	3
April	21	4
May	17	2
June	13	3
July	24	5
August	17	3
September	13	3
October	9	4
November	4	1
December	6	2
2024 Total	148	33
2023 Total	147	37
2022 Total	111	50
2021 Total	171	38



Boards and Commission

A total of 26 applications were heard by the Board of Zoning Appeals, 21 applications were heard by the Historic Preservation Board, and 37 applications were heard by the Planning Commission in 2024. The table and chart below indicate the number of applications heard by month and the total number of applications heard in from 2021 to 2024

Month	Board of Zoning Appeals	Historic Preservation Board	Planning Commission
January	0	1	3
February	1	1	3
March	6	3	4
April	2	1	1
May	5	1	5
June	4	3	2
July	3	3	3
August	0	1	1
September	0	2	3
October	0	2	3
November	4	3	4
December	1	0	5
2024 Total	26	21	37
2023 Total	22	15	32
2022 Total	28	30	28
2021 Total	19	9	22



Active Grants

PY22 Community Housing Impact & Preservation Grant

In 2022, Kleinfelder, on behalf of the City of Medina, and in partnership with the City of Brunswick, applied for a Community Housing Impact and Preservation Grant (CHIP). The competitive application was successful and the city was awarded a grant for \$700,000. This is a multi-year grant which runs from December 1, 2022 through April 30, 2025. Below are the activities, funding amounts, and projected outcomes for the 2022 CHIP grant:

Activity	Funding Amount*	Projected Outcomes/Status
Private Rehabilitation	\$497,400	7 units of private rehab
Home/Building Repair	\$210,000	10 units of home repairs
Rental/Housing Assistance	\$16,000	10 households to be assisted
Fair Housing Program	\$5,000	6 training programs
Kleinfelder Grant Administration	\$76,000	Kleinfelder Grant Administration including approval of all CHIP applications, projects specs and bids, all contractor contracts, submission of State reports, and filing of property liens
Local Administration of Fair Housing and Grant	\$3,000	Local monitoring, filing of required State reports, filing of lien satisfaction, preparation of purchase orders, advertising of program, working with and monitoring Kleinfelder staff

*Additional existing \$107,404 of program income funds is included in the Funding Amounts

PY23 CDBG Allocation Grant

In the spring of 2023, the city applied for and received a \$150,000 Community Development Block Grant Allocation. The grant runs from September 1, 2023 through October 31, 2025. Below is an update on the Outcomes/Status for the projects that are in progress with the grant:

Activity	Funding Amount	Projected Outcomes/Status
Medina County Transit	\$75,000	City "MC Flex" on-demand bus service, began in January 2023 and runs through September 2025
Code Enforcement	\$45,000	Over two years, inspect a minimum of 200 homes, rentals, and accessory structures in the city's Low and Middle Income areas
Fair Housing Program	\$3,500	4 Fair Housing Training Sessions to be completed
Administration of Grant	\$26,500	Monitor grant activities, file required state reports, process purchase orders and invoices, and serve as local Fair Housing contact

Strategic Community Investments Grant

The city applied for and received a \$396,000 Capital Grant to construct the first section of the recently adopted Multi-Use Path plan. The path, known as "Uptown Loop - Phase 1", will be located on the east side of Broadway Street from an existing path south of the railroad tracks to East Friendship Street.

Patrick Patton, City Engineer

Patrick Patton, City Engineer

The City of Medina's Engineering Department reflected on an extremely busy year in 2024 marked by the completion of several infrastructure improvement projects, as well as the planning and development of several other capital improvement projects. Most notable was the completion of West Smith Road Reconstruction, Phase 4. This \$6.02 million project was the final segment of the West Smith Road reconstruction that originally started in 2013. In total, the four projects had a combined cost of \$13.26 million, with \$4.16 million of that in grant funding.

Beginning in 2012, the City had a goal to rebuild the major streets in the City's industrial area. In addition to West Smith Road, East Smith Road and Lake Road were also reconstructed, and Commerce Drive was constructed. The completion of West Smith Road Phase 4 marks the completion of this effort. In total, these eight projects cost a combined \$21.12 million, with \$4.61 million of that coming in the form of grants.

Overall, 2024 saw the completion or commencement of nineteen capital improvement projects with a total cost of \$20.34 million. Among these, seven street and stormwater projects accounted for \$7.24 million, while one major water system improvement required \$260,800. An additional eleven miscellaneous projects, ranging from facility upgrades to other public works, and made up the largest share of spending at \$12.83 million.

Beyond the construction work completed in 2024, the department was already looking ahead, laying the groundwork for future developments. A total of thirty-three projects were in various stages of design and planning, with anticipated construction dates between 2025 and 2027. The estimated cost of these upcoming initiatives stood at \$19.64 million, ensuring that Medina's infrastructure will continue evolving to meet the community's needs.

Our success in securing grant funding is a major reason we are able to complete so many important infrastructure improvements. In 2024, seven of the nineteen projects that were completed or started included grant funding in the amount of \$2.51 million. Going forward, nineteen of the thirty-three projects in development have secured grant funding in the amount of \$11.58 million.

Private development also remained a focus for the department. Throughout the year, twelve commercial site plans were reviewed, alongside five residential projects including four single-family homes and one multi-family development.

Meanwhile, the Medina Railway continued its operations, generating revenue through access fees and city contributions, totaling \$75,592 against expenditures of \$62,680. A total of 4,370 rail cars were delivered via our railway to our three commercial partners. This represents a more than 25% increase over the number of rail cars delivered in 2023.

The Engineering Department looks forward to another busy year in 2025 and beyond as we continue to improve and develop the City's infrastructure in line with our commitment to Medina's growth and sustainability.

Summary of 2024 Work Effort and Accomplishments

Capital Improvement Construction Projects

Type of Project	Number of Projects Completed or Started in 2024	Total Cost	Comment
Street & Storm Water	7	\$7,244,954	Refer to Appendix A
Water System	1	\$260,800	Refer to Appendix B
Miscellaneous	11	\$12,832,050	Refer to Appendix C
Total	19	\$20,337,804	

Capital Improvement Project Planning, Development, Engineering and Design - 2024/2025

Type of Project	Number of active projects planned, developed, and designed in 2024 for 2025-2027 construction	Total (estimated) Cost of Projects for 2025-2027 construction
Street & Storm Water	14	\$17,059,761
Water System	5	\$1,283,144
Miscellaneous	5	\$1,295,000
Total	33	\$19,637,905

Private Projects Site Plans

- Commercial site plans reviewed: 12
- Residential site plans reviewed and approved: 4 single-family; 1 multi-family

Medina Railway

Operational Highlights

- Total Rail Cars: 4,370

Financial

Revenues

- 2024 Access Fees: \$ 30,000
- 2024 Usage Fees: \$ 35,592
- 2024 City Contribution: \$ 10,000
- Total Revenue: \$ 75,592

Expenditures

- Operating Expenditures: \$ 62,680

Account Balance

- End of Year 2024: \$ 103,553

Appendix A: 2024 Street & Storm Water Capital Improvements Projects

2024 Construction Projects (Projects Completed in 2024 & Projects Under Contract / Under Construction in 2024)			Costs (Actual)					
Proj. #	Project	Ord. #	Engineering & Design	Construction	Total Cost	Grant Amount	Net Cost to City	Comment
1025	West Smith Road, Phase 4	140-16; 182-19; 139-22; 203-22	\$547,163	\$4,735, 717	\$5,282,880	\$2,046,500	\$3,236,380	Project Complete
1074	Lindenwood Lake Headwall Replacement	N/A	\$0	\$16,560	\$16,560	\$0	\$16,560	Project Complete
1113B	Bradway Creek Drainage Study	N/A	\$7,400	\$0	\$7,400	\$0	\$7,400	Project Complete
1164	2024 Concrete Street Repair Program	40-23; 126-23	\$0	\$708,179	\$708,179	\$0	\$708,179	Project Complete
1165	2024 Concrete Pavement Joint Sealing	41-23	\$0	\$55,435	\$55,435	\$0	\$55,435	Project Complete
1162	East Reagan Rehabilitation	139-24	\$0	\$900,000	\$900,000	\$0	\$900,000	Under Construction
1170	2024 Asphalt Resurfacing Program	41-24	\$0	\$274,500	\$274,500	\$0	\$274,500	Project Complete
		Total	\$554,563	\$6,690,391	\$7,244,954	\$2,046,500	\$5,198,454	

Design/Planning Efforts Completed in 2024 for 2025-2027 Construction Projects			Costs (Estimated)					
Proj. #	Project	Ord. #	Engineering & Design	Construction	Total Cost	Grant Amount	Net Cost to City	Comment
1062	Prospect Street Bridge Replacement	21-23	\$241,653	\$1,809,000	\$2,050,653	\$2,008,997	\$41,656	ODOT Grant 2025 Construction
1095	City Hall Parking Deck Fast Charging Electric Vehicle Stations		\$0	\$40,000	\$40,000	\$40,000	\$0	NOACA Grant Construction TBD
1099	State Road Reconstruction		\$480,000	\$3,995,000	\$4,475,000	\$1,836,000	\$2,638,000	
1123	N. Huntington Street Reconstruction, Phase 3	132-21; 160-21	\$57,653	\$965,163	\$1,022,816	\$369,103	\$653,713	2024 Construction; \$484,442 OPWC Grant; \$130,000 OPWC Loan
1132	Annual Pavement Marking Program	72-22	\$0	\$75,000	\$75,000	\$0	\$75,000	2025 Construction
1137	Medina Street Bridge Replacement	145-22; 5-24	\$72,850	\$552,831	\$625,681	\$490,000	\$135,681	2025 Construction OPWC Grant
1150	S. Huntington Street Bridge	21-23	\$240,000	\$1,739,500	\$1,979,500	\$1,739,500	\$240,000	ODOT Grant 2025 Construction
1151	US 42 Resurfacing (Homestead to Lafayette) with pedestrian safety improvements		\$175,000	\$1,127,700	\$1,302,700	\$902,136	\$400,564	NOACA Grant 2025 Construction
1156	2025 Sidewalk Replacement Program		\$0	\$75,000	\$75,000	\$60,000	\$15,000	Property Owner Assessment
1160	Blake Avenue Reconstruction	125-23	\$44,676	\$615,290	\$659,966	\$485,150	\$174,816	2025 Construction OPWC Grant
1176	SR 3 & SR 57 Resurfacing		\$179,885	\$2,248,560	\$2,428,445	\$1,393,200	\$1,035,245	ODOT Grant 2027 Construction
1179	East Smith Road Reconstruction		\$0	\$1,550,000	\$1,550,000	\$530,000	\$1,020,000	2026 Construction OPWC Grant
1186	2025 Concrete Street Repair Program		\$0	\$700,000	\$700,000	\$0	\$700,000	2025 Construction
1186	2025 Concrete Pavement Joint Sealing		\$0	\$75,000	\$75,000	\$0	\$75,000	2025 Construction
		Total	\$1,491,717	\$15,568,044	\$17,059,761	\$9,854,086	\$7,205,675	

Appendix B: 2024 Water System Capital Improvements Projects

2024 Construction Projects (Projects Completed in 2024 & Projects Under Contract / Under Construction in 2024)			Costs (Actual)					
Proj. #	Project	Ord. #	Engineering & Design	Construction	Total Cost	Grant Amount	Net Cost to City	Comment
1171	Progress Drive Elevated Tank Repainting	132-21; 160-21	\$35,000	\$225,800	\$260,800	\$0	\$260,800	2025 Project
		Total	\$35,000	\$225,800	\$260,800	\$0	\$260,800	

Design/Planning Efforts Completed in 2024 for 2025-2026 Construction Projects			Costs (Estimated)					
Proj. #	Project	Ord. #	Engineering & Design	Construction	Total Cost	Grant Amount	Net Cost to City	Comment
1123	N. Huntington Street Reconstruction, Phase 3	132-21; 160-21	\$6,032	\$301,600	\$307,632	\$115,339	\$192,293	2025-26 Project; OPWC Loan
1140	West Washington & S. Elmwood Water Line Improvements	163-22	\$25,000	\$517,762	\$642,762	\$510,000	\$32,762	2025 Project; OPWC Loan
1142	Litchfield Water Main Corrosion Protection		\$10,000	\$50,000	\$60,000	\$0	\$60,000	2025 Project
1168	Granger Road Water Line Bore Under the Rocky River	7-24	\$10,000	\$200,000	\$210,000	\$105,000	\$105,000	2024 Project; Share costs with Medina County
1169	West Smith Road Water Line Bore Under the Wheeling & Lake Erie Railroad		\$12,750	\$150,000	\$162,750	\$0	\$162,750	2024 Project
		Total	\$63,782	\$1,219,362	\$1,283,144	\$730,339	\$552,805	

Appendix C: 2024 Miscellaneous Improvements Projects

2024 Construction Projects (Projects Completed in 2024 & Projects Under Contract / Under Construction in 2024)			Costs (Actual)					
Proj. #	Project	Ord. #	Engineering & Design	Construction	Total Cost	Grant Amount	Net Cost to City	Comment
924	Spring Grove Cemetery Driveway	170-23; 19-20	\$8,150	\$82,600	\$90,750	\$0	\$90,750	Project Complete
1096	Reagan Park Parks Department Barn	198-24	\$7,500	\$155,300	\$162,800	\$0	\$162,800	Project Awarded; 2025 Construction
1098	Huffman-Cunningham Field							
1098	Rocky River Streambank Erosion	106-23	\$48,500	\$132,900	\$181,400	\$0	\$181,400	Project Complete
1104	Medina Municipal Combined Courthouse	166-24	\$720,000	\$11,100,000	\$11,820,000	\$0	\$11,820,000	Project Awarded; 2025-2026 Construction
1118	Airport Mower	19-22	\$0	\$30,000	\$30,000	\$30,000	\$0	Project Complete; Cares Grant
1119	Airport Lighting Repair	36-21	\$0	\$13,000	\$13,000	\$13,000	\$0	Project Complete; CRSSA Grant
1120	Airport Miscellaneous Repairs		\$0	\$32,000	\$32,000	\$32,000	\$0	Project Under Construction; ARPA Grant
1133	Airport Layout Plan Update	57-22; 128-22	\$187,500	\$0	\$187,500	\$168,750	\$18,750	90% Federal Grant; 5% State Grant
1139	Airport Apron Replacement - F Row	162-24	\$2,600	\$176,750	\$179,350	\$179,350	\$0	Project Awarded; ARPA Grant 2025 Construction
1158	Spring Grove Cemetery Columbarium #3	142-23	\$8,000	\$108,500	\$116,500	\$0	\$116,500	Project Under Construction
1163	Airport Tott's Farm Demolition	N/A	\$0	\$18,750	\$18,750	\$39,105	-\$20,355	Project Complete
		Total	\$982,250	\$11,849,800	\$12,832,050	\$462,205	\$12,369,845	

Design/Planning Efforts Completed in 2024 for 2025-2027 Construction Projects			Costs (Estimated)					
Proj. #	Project	Ord. #	Engineering & Design	Construction	Total Cost	Grant Amount	Net Cost to City	Comment
1070	Airport Obstruction Removal	128-20	\$150,000	\$260,000	\$410,000	\$397,000	\$13,000	Study Complete; 2025-2026 Project
1095	Fast Charging Electric Vehicle Charging Stations at Medina City Hall	30-21	\$0	\$60,000	\$60,000	\$60,000	\$0	Timeline TBD; NOACA Project
1118-1120	Airport CARES & ARPA Improvement Projects		\$0	\$75,000	\$75,000	\$75,000	\$0	Project TBD
1174	Airport Snow Removal Equipment		\$30,000	\$270,000	\$300,000	\$75,000	\$225,000	2025 Purchase; FAA Grant
1180	Uptown Loop Multi-Purpose Path, Ph. 1		\$50,000	\$400,000	\$450,000	\$396,000	\$54,000	2025-2026 Construction; ODOD Grant
		Total	\$230,000	\$1,065,000	\$1,295,000	\$1,003,000	\$292,000	



FINANCE DEPARTMENT

The Finance Department is responsible for the accurate recording of all receipts, disbursements and investments. The department issues bi-weekly payroll to City employees, pays vendors, maintains the capital asset system, and generates utility bills for water and rubbish service. The Finance Department prides itself on delivering quality service to both our external and internal customers.

The Finance Department reconciles the City accounts monthly along with preparing monthly financial reports. The City undergoes an audit each year, and had a clean audit for the year ended 2023. A clean audit means that the financial statements are in compliance with financial regulations and standards and are free of any financial irregularities. The Finance Department is also responsible for compiling the City's Annual Comprehensive Financial Report and the annual budget. The City received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the year ended 2023.

Utility Billing

Utility Billing, a department within the Finance Office, is responsible for calculating water meter readings, sanitation charges, sidewalk repair billing and any other charges relating to water and rubbish services for City residents and businesses. Each month the billing is mailed or electronically available to our customers and is payable by the due date or the balance receives a 10% late fee. In 2024, the monthly total billing average for more than 8,300 accounts was \$779,426.87. The total amount billed for utility services in 2024 was \$9,153,122.40.

City utility rates of water and rubbish saw an increase in 2024 due to the supplier rate change. Water is supplied from Avon Lake Regional Water, whose rates increased in January 2024. Rubbish residential collection rates had not been increased since 2015, and were increased by \$2/month to the new rate of \$18 beginning with bills due July 2024. As costs have increased, the City strives to maintain reasonable rates for its customers.

The Utility Billing Department sends delinquency notices to customers who are two months behind on their utility bills, giving them a mailed notice of pending service disconnection if unpaid. When time permits, department members try additional methods to notify of service interruption if bills are left unpaid. By the date of disconnection, the number of accounts scheduled for disconnection is usually less than 20.

Number of Delinquency Notices mailed in 2024, which includes copies notifying landlords of tenant's delinquencies:

January	298	July	259
February	244	August	256
March	265	September	263
April	210	October	255
May	231	November	253
June	228	December	246

Accounts Receivable

The Accounts Receivable Department is responsible for receiving and applying all monies paid to the City from various departments. The department reconciles receipts daily and enters the receipts into the City's financial software.

Payroll

The City's Payroll position is responsible for bi-weekly payroll, issuing W-2's, as well as administering the City Healthcare and Workers' Compensation programs. The City had 123 new hires / rehires in 2024. There was one long-term employee retirement; with 38 years of service. The City offers employees an Employee Assistance Program, with the cost being reimbursed by Medical Mutual. There were approximately 388 employees and elected officials in 2024. On average, 350 employees are paid per biweekly pay period. The number is higher during summer months with Parks and outdoor pool employees. The 2024 gross payroll was \$16,020,205.68 and 509 W-2's were issued.

Workers Compensation

There were 9 Workers' Compensation claims in 2024; down from 13 in 2023. There were 8 days of lost work from these claims (240 less days than in 2023) and 24 days of modified duty.

The City meets the requirements to participate in the Bureau of Workers' Compensation (BWC) Drug-Free Safety Program at the Advanced Level, and has done so every year for the last 10 years. This program requires employee participation, including new hire drug testing, random drug/alcohol testing for current employees, safety training and substance abuse training, with some of the costs reimbursed by the BWC.

The City also continues to participate in the Group Experience Rating, Go-Green Discount Program, Transitional Work Bonus Program, Industry Specific Safety Program, Early Pay Discount Program and Lapse Free program along with Safety Grants when available. Combined, these programs save the City approximately \$30,000 each year, but more importantly, they help protect City employees through a proactive approach. The City's commitment to creating a safe workplace will help achieve long-term safety and cost saving benefits. The City of Medina is one of very few public employers in Ohio to take advantage of all of these programs.

Accounts Payable / Purchasing

The Finance Department's Accounts Payable position is responsible for setting up purchase orders, paying invoices, setting up vendors, issuing 1099's and issuing customer refunds, all of which includes keeping the City in compliance with rules, regulations, and laws. During Fiscal Year 2024, the accounts payable position generated 1,758 Purchase orders for a total value of \$21,297,832.02. Purchase order approval must meet the following threshold criteria:

Department heads can authorize expenditures up to \$2,000.00.

Board of Control authorizes expenditures from \$2,000.01 to \$20,000.00

Finance Committee authorizes expenditures from \$20,000.01 to \$35,000.00

Council authorizes expenditures/bids over \$35,000.01

The breakdown of purchase orders by department was:

Department	Quantity	Total Value
Airport	11	\$ 60,491.00
Building	21	\$ 62,681.75
Cable TV	14	\$ 35,400.00
Cemetery	52	\$ 66,002.57
Civil Service	31	\$ 44,056.00
Council	30	\$ 53,846.64
Court Clerk	44	\$ 303,827.33
Economic Development	38	\$ 177,434.51
Engineer	109	\$ 4,238,950.49
Finance	72	\$ 6,528,685.04
Fire	114	\$ 303,008.98
Forestry	40	\$ 129,553.33
General Admin	10	\$ 35,047.05
Grants	21	\$ 374,355.20
IT	54	\$ 533,714.09
Law	26	\$ 141,100.00
Mayor	25	\$ 349,779.59
MCRC	171	\$ 879,337.45
Muni Court	116	\$ 480,563.02
Park	146	\$ 494,640.54
Planning	14	\$ 38,042.68
Police	179	\$ 1,167,201.92
Public Building	41	\$ 94,456.44
Sanitation	76	\$ 2,007,361.90
Service Director	58	\$ 1,102,406.50
Public Building	41	\$ 94,456.44
Sanitation	76	\$ 2,007,361.90
Service Director	58	\$ 1,102,406.50
Street	118	\$ 987,707.89
Vehicle Maintenance	39	\$ 62,954.74
Water Office	3	\$ 87,000.00
WTP	85	\$ 458,225.37
Total	1,758	\$ 21,297,832.02

New Vendors

During 2024, 112 new vendors were approved to do business with the City. The approval process includes Board of Control consent and submission of required documents (W9 form and applicable OPERS acknowledgement and Ohio New Hire reporting forms).

1099s

The Finance Department issued 76 - 1099's.



FIRE DEPARTMENT

Larry G. Walters, Fire Chief



The Medina Fire Department provides fire protection services to the City of Medina, Montville Township, and Medina Township. The department covers 51 square miles and has a permanent resident population of over 49,000. All of our firefighters are part-time and respond from six fire stations that are strategically located throughout the city and the townships.

Fire Stations and Frontline Apparatus

Station 1	300 W. Reagan Pkwy	<i>(Staffed 24 hours each day)</i>
Station 2	500 Lake Rd	
Station 3	1000 Wadsworth Rd	
Station 4	1000 E. Washington St	
Station 5	6665 Wadsworth Rd	
Station 6	4869 Nettleton Rd	<i>(Staffed M-F from 4:00 pm until midnight)</i>



Part-time Professional Firefighters make up the backbone of the Medina Fire Department. Serving such a large geographical area and nearly 50,000 citizens with part-time firefighters requires a unique level of dedication and sacrifice. Our Firefighters all have full-time employment elsewhere, many with career fire departments in surrounding cities, and choose to serve our department and community on their days off. In addition to our Command Staff, three Captains, five Lieutenants, and thirty-one Firefighters proudly represent the department.

Command Staff



Fire Chief Larry Walters has served the department for over 29 years as a Firefighter, Lieutenant, and Captain. Chief Walters is also a Team Leader for the Medina County All-Hazards Team for the Rope Rescue and Confined Space Rescue teams. He serves on the Medina County All-Hazards Advisory Committee and as Vice-Chair of the Medina Emergency Management Agency Executive Board. Chief Walters also serves as President of the Medina County Fire Chiefs Association.



Assistant Chief Mark Crumley has served the department for 39 years. Assistant Chief Crumley is also the department's full-time Fire Marshal and has served in that role for 28 years. He has responsibility for all of the department's staff scheduling and provides fire code enforcement, plan reviews, and fire safety inspections and testing. Assistant Chief Crumley is also our department's unofficial historian due to his wealth of historical knowledge about the Medina Fire Department.



Operations Captain Steve Ingersol has served the department for 25 years in the ranks of Firefighter, Lieutenant and Captain. As Operations Captain, he is responsible for the day-to-day operations of the department, crew assignments, and apparatus and asset maintenance. Captain Ingersol also provides fire code enforcement, fire safety inspections and oversees the department's public education, training and certification activities.



Fire Clerk Jenny Potter joined the department in 2020 and provides administrative support to the Fire Chief and command staff. Her responsibilities include accounts payable, payroll and the scheduling of fire inspections for the Fire Marshal and Operations Captain. She is on hand to help with special projects and enjoys interacting with the firefighters, community, and its residents.

Training

Vacant Commercial Structure Training



The department took advantage of a rare training opportunity to use a vacant commercial structure near Public Square to conduct scenario based training. The building was filled with training smoke, creating near zero visibility conditions for interior crews. Interior fire attack crews were also challenged by a long distance with several turns to navigate with hoselines in order to reach the fire room. Other crews were faced with forcible entry, vertical ventilation and searching for possible victims.

Seville Live Fire Search & Rescue Training



Firefighters **D.J. Kasmarcak** and **Ron Caldwell** participated in a live fire training event that focused on the search and rescue of occupants during live fire conditions. A special thanks to Fire Chief Brian Cyphert for sharing this rare training opportunity with us.

Advanced Training Classes

- Lieutenant Kovarik - Jackson Fire Engine Company Operations
- Captain Ingersol - Jackson Fire Electric Vehicle Response
- Captain Ingersol - NEOFPA Fall Conference at Cherry Valley
- Chief Crumley - Fire Protection & Life Safety Forum / Columbus
- Chief Walters - OFCA Officer Development Annual Conference
- Chief Walters - 10 Week Incident Command Cohort Program
- Chief Walters - Weeks 3 & 4 of Ohio Fire Executive Class
- Chief Walters - Frontline Warriors Wellness Summit
- Chuck Bohland - Spartan Fire Truck Training Conference
- Chuck Bohland - Aerial Fire Apparatus Certification Level F-5

LT. Kovarik and **Captain Ingersol** attended advanced engine company training and electric vehicle response training at the annual Jackson Fire Expo. **Captain Ingersol** completed three days of advanced training classes at the North Eastern Ohio Fire Prevention Association annual conference. **Chief Crumley** attended the annual Fire Protection & Life Safety forum in Columbus. **Chief Walters** completed a 10-week incident command training cohort program, and weeks 3 & 4 of OFCA Ohio Fire Executive program.

Vehicle Extrication Training



MFD firefighters participated in advanced vehicle extrication training over two days in November. The fire department responds to calls with people trapped in vehicles several times each year. Special thank you to World Truck for providing the vehicles and the training site!

Community Outreach Programs

Kids Day of Safety and Play

In June, MFD crews set up several educational stations focused on fire safety for children on the Square for the annual Kids Day of Safety event. Youth and their families learned about various fire safety topics from DIAL911 and what to do in the event of a fire in their home utilizing our department's Fire Safety Trailer. Our Bullex Fire Extinguisher Training prop was used to teach our citizens how to use a fire extinguisher.



Annual Open House

The 2024 Medina Fire Department Open House was held in October at Fire Station #1. Over 400 people attended to enjoy food, safety messages, station tours, Sparky the Fire Dog, and much more!



2024 Special Events



Tunnel2Towers

Partnering with the Tunnel to Towers Foundation, the Medina Fire Department was once again a proud supporter of the annual 5K Run & Walk Medina. This year's event was the largest to date with over 850 registrations.



MFD firefighters **Dan Rupert** and **Danny Pierce** participate in the annual Tunnel to Towers 5K Run & Walk.

Good of the Order

Medina Firefighters participate in Grail / Galleri Multi-Cancer Early Detection Screenings

Firefighters with the City of Medina Fire Department had access to the Galleri multi-cancer early detection test on September 26 and 27. This test was made possible through a grant given to the city by a private foundation. Every firefighter in the department took advantage of the testing. "The occupational risks to firefighters regarding cardiac stress and carcinogenic exposures are now well documented."



In addition to the Galleri screening, the firefighters also participated in an optional esophageal precancer test. Firefighters have a 62% increased risk of developing esophageal cancer, and a 39% greater risk of dying of the disease. Lucid Diagnostics uses the EsoGuard DNA test that offers early detection for those at increased risk, including firefighters.

Public Education

Fire prevention through public education is a priority for the Medina Fire Department. In 2024, Captain Steve Ingersol and our Duty Crews provided more education to the commercial and industrial workers, residents, and the children in our communities than ever before!

378 employees of industrial facilities in Medina received fire extinguisher and emergency evacuation training and over **60** employees received CPR and First Aid training.

900+ kids visited our safety trailer and extinguisher training during the annual Kids Day & Teen Fest on Public Square.



More than **400** people visited Medina Fire Station 1 in October for the annual MFD Open House.

515 3rd-grade students went through our Fire Safety House trailer to learn what to do in the event of a home fire. Captain Ingersol also provided **463** 7th-grade students CPR training as part of their Health class curriculum.



Over **5,000** residents of all ages participated in our many public relations activities such as our crews visiting public schools, preschools and daycare facilities, fire station tours, touch-a-truck events, and focused fire education sessions.

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IT DEPARTMENT

Sgt. Darin Zaremba, IT Director



The City of Medina's IT Department is tasked with overseeing, supporting, and maintaining the city's technology infrastructure, ensuring operational continuity and security. This includes managing critical systems for city departments, public-facing applications, emergency services, and ensuring high standards of cybersecurity and operational efficiency.

The IT Department consists of two staff members:

- Sgt. Darin Zaremba – IT Director
 - o 30 years of service (April 2025)
 - o Oversees the overall IT operations, ensuring the seamless functioning of all city technology systems and strategic planning for future infrastructure needs.
- Justin Fields – IT Technician
 - o 5 years of service (June 2025)
 - o Provides day-to-day technical support, maintenance, and troubleshooting across various city departments and systems.

The department's core responsibilities encompass a broad range of functions. They manage a scale server cluster that houses approximately 20 virtual servers to support city applications and services. Their scale DR cluster manages disaster recovery, safeguarding critical systems through regular backups to ensure data integrity. The IT Department also oversees and manages servers and cameras in key locations, such as city parks, garages, City Hall, and the intersections around Public Square.

As the technological heart of the city, the IT department manages a network that connects various facilities, from city parks to the water building, ensuring operations are both efficient and secure. With approximately 200 devices under their management—including PCs, laptops, and servers—the team facilitates effective and secure access for around 250 citywide users. Furthermore, the emergency dispatch center relies heavily on the IT team, which oversees the phone systems and IT infrastructure supporting the Medina Police and Fire departments. The IT Department handles an ongoing stream of daily help desk requests, managing both software and hardware issues for staff across all city departments. The department also provides timely troubleshooting and support for end-users, ensuring minimal disruption to city operations.

In 2024, the department undertook several key projects to enhance the city's technological framework:

Fuel Dispensing Unit Replacement: Led the replacement of the fuel dispensing unit and reporting system for Medina Airport Finance, ensuring a more reliable and efficient system for airport fuel management.

Switch Upgrades: Upgraded and configured several off-location network switches, enhancing network performance and reliability in various city facilities.

Medina Recreation Center Camera Replacement: Assisted in the planning and oversight of the replacement of all cameras at the Medina Recreation Center, improving security and surveillance systems.

Email System Migration to Office 365: Managed the migration of the city's email system from a legacy in-house mail cluster solution to Office 365, improving scalability, security, and collaboration across departments.

Gateway Defense Migration: Transitioned gateway defense systems from an in-house solution to a hosted solution, enhancing security by leveraging modern technologies.

Copy Machine Replacements: Managed the replacement of four copy machines across city departments, ensuring enhanced document handling and processing capabilities.

City Website Redesign: Began the complete rewrite of the city's website, collaborating with staff and external partners to improve user experience and design.

Police Department Mobile Device Transition: Successfully migrated the Police Department's cell phones from Verizon to AT&T FirstNet, improving communication capabilities for law enforcement.

Windows 11 Upgrade Preparation: Initiated planning for the Windows 11 upgrade, as Windows 10 end-of-life (EOL) approaches in October 2025. This project will continue throughout 2025.

Medina Municipal Court Networking: Began the planning phase for the networking infrastructure needed to relocate the Law Department to the Medina Municipal Court on the square, a multi-year project.

Cybersecurity Enhancement: Worked with partners on a third-party grant-funded cybersecurity solution, improving protection against penetration attacks and lateral movements within the city's IT environment.

The IT Department made significant strides in 2024 with major infrastructure upgrades, successful migrations, and ongoing support of key systems for the city of Medina. In 2025, the focus will remain on system upgrades, cybersecurity, and ensuring that the city's IT infrastructure continues to support efficient operations and the safety of the community.



LAW DEPARTMENT

Gregory Huber, Law Director



The Law Department handles a high volume of legal proceedings, which includes those listed below, but also includes voluminous amounts of telephone calls, impromptu meetings with officers and witnesses, and municipal court requests during the year. During 2024, one of the part-time Assistant Prosecutor moved to Municipal Court and part-time Assistant Prosecutor Megan Philbin picked up those hours and became a full time Assistant Prosecutor.

In 2024, the Law Department handled a total of 3,541 criminal matters. Of those, 121 cases were set for jury trial. All were resolved, except for eleven jury trials that went forward. Four jury trials were guilty findings, six not guilty, and one case ended with a hung jury. Additionally, 529 criminal cases were set for bench trials. All were resolved except for 38 that went forward. Thirty-four were guilty findings, and four not guilty.

The staff spent a significant amount of time handling 1,827 pre-trials during the year, and they participated in numerous motion hearings including suppression hearings, protection order hearings, vehicle forfeitures, bond hearings, sentencing and arraignments. In addition to trials and other hearings, the staff reviewed 152 reports from various police agencies to determine appropriate charges. The department handled fourteen appeals at the Ninth District Court of Appeals.

Lastly, the staff established the city Parking Violations Bureau and handled more than a dozen parking violation hearings.



MEDINATV

Jarrood Fry, General Manager



MedinaTV is a partnership with the City of Medina and the Medina City School District. Formed in 1995, when it debuted on air on Armstrong Cable, this partnership is one of the longest the city has. Over the years, MedinaTV has expanded and created new partnerships to help sustain the operating budget, which has seen a steady decrease in the last few years. This decrease is due to the community switching to other internet or streaming services instead of cable. With the decrease in Franchise Fees collected, City Council has been gracious enough to allocate funds to cover the shortfall in the budget.

One role MedinaTV plays in the school district is with the day-to-day operation of the MCS Performing Arts Center. In 2024, the Performing Arts Center had over 115 events that were open to the public, using the PAC 235 days last year, the middle stage 203 days, and the black box theater 168 days. Last year, an estimated 70,000 people enjoyed events at the PAC. MedinaTV handled the scheduling of rentals and staff at the facility, as well as the purchase and repair of all equipment necessary for day-to-day operations. Some of the PAC's major projects in 2024 were the retrofitting and installation of LED houselights, and upgrading the audio processors in the facility.



The City also formed a partnership with the Medina County Commissioners to cover the County Commissioner meetings. MedinaTV livestreams these meetings on Facebook and distributes them to cable outlets in Medina, Brunswick, and Wadsworth. This arrangement has helped to provide additional funding. This partnership began in 2021, and both parties will renew it in 2025. This exemplifies Mayor Hanwell's emphasis on collaboration during his tenure.



MedinaTV created programming for Medina City Schools that included sports coverage, concerts, and school board meetings. MedinaTV gave complete and positive representation of the things happening in our great school district. Medina TV also created two documentaries, which tell the rich history of two of the district's buildings that were closed or repurposed during 2024. We helped families celebrate and share graduation day by livestreaming the ceremonies of the Medina County Career Center and Medina City Schools. This allowed grandparents and relatives who lived far away or were not able to

attend the event the chance to join in the celebration. MedinaTV also sold USB versions of the ceremony for families to have as a keepsake of the big day, and was a vital component in providing technical and audiovisual support for the district on many issues during the course of the school year. Medina TV's expertise did not stop there, as they also provided translation services when needed for the district.

Additionally, MedinaTV expanded its broadcasting scope. Thanks to the purchase of Telvue equipment, the schools can now broadcast on Armstrong Channel 201, on the website at www.medinatv.org, on Facebook at MedinaTV, on YouTube, and also on the Roku app. On Roku, viewers just need to look up “Medina City Schools” and then download the app. All of these outlets show live and on-demand programming.

In 2024, MedinaTV also saw some significant improvements in services for the city. City information and programming can now be found on Armstrong Channel 37, on the website www.medinatv.org, and on apps such as Roku, Apple TV, Android, Apple IOS, and Amazon Firestick. Viewers can watch live or on demand. Residents and viewers find can the city on these apps by doing the following:

- On Roku: look up “City of Medina Ohio” to launch your app and add it to your Roku lineup.
- Apple TV/ IOS App: look for “The City of Medina Ohio” and download the app to view.
- For FireTV in the Fire TV App Store: look for “City of Medina Ohio – MedinaTV” to download the app and add it to a Fire TV device.
- Google app store: search for “The City of Medina Ohio” and download the app to watch.



It's exciting for the city to now be on these services to give viewers every opportunity to stay up to date with the latest news regarding the City of Medina. Additionally, MedinaTV has continued to gather interviews and information on the history of Medina and create documentaries to tell these stories.

MedinaTV also began a podcast series called “Medina Matters” to talk about all the things that matter in Medina. Five episodes were taped in 2024 and we look forward to continuing these podcasts in 2025. We also assisted in the coverage of local businesses, celebrating anniversaries, expansions, and grand openings by recording the event for them to use as they wish to promote their company and to post on the city website.



Our election coverage and candidates' forum were an enormous success. This partnership with the Greater Medina Chamber of Commerce has grown every year. The 2024 election season was one of our biggest turnouts, with candidates from the Federal, State, and local levels participating. All the candidates were very complimentary of the work we did to keep our voters informed as they prepared to vote in each election. MedinaTV continued to broadcast and livestream City Council and committee meetings for viewers to stay in touch with the government process in Medina. The municipal court was also covered by MedinaTV to let voters see their elected judge in his workplace, as most residents do not usually have that opportunity.

With the City stepping up to help support the budget of MedinaTV, we felt we should explore the opportunity to become more involved in the day-to-day operations of the city. MedinaTV already provided audio-visual and technical support, as well as preparing presentations for city officials and administration. MedinaTV operated the city's YouTube page under "cityofmedina" and also livestreamed meetings there and on Facebook at MedinaTV. Our staff also has two licensed drone pilots to gather



photos and videos of the interesting events in our city and provide assistance in other matters that would require a drone pilot. These options along with the ones mentioned earlier, allowed residents numerous ways to obtain the information they need.

The biggest undertaking which started near the end of 2024 was the redesign for the City's website. MedinaTV serves as the web administrator and has played a vital role in the meetings that led up to the selection of the city's new website design. Going forward, they will also be a leader in training city staff on the use and operation of the new website. This is yet another example of how MedinaTV already played a vital role. MedinaTV also has a FEMA trained and certified Public Information Officer to handle communications in emergency and non-emergency situations.

While 2024 showed some great advancements for MedinaTV and our relationships with our residents and viewers, we look forward to 2025 and continuing to serve our community, improve our services, and become a communications bridge between the City and its residents, as well as continuing to provide transparency between government and the public.





PARKS & RECREATION DEPARTMENT

Jansen Wehrley, Director of Parks, Recreation,
Cemetery, and Forestry



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

Cemetery

The Cemetery encompasses over 35 acres at two locations: Old Town Cemetery, which dates back to 1818, and Spring Grove Cemetery, dating back to 1883. Spring Grove Cemetery is listed on the National Register of Historical Places, is a Level II Accredited Arboretum, and is listed on the National Underground Railroad Network to Freedom. The Cemeteries include a mausoleum, chapel, reflecting pond, two columbarium walls, soldier's monument, over 6,500 monuments, and over 10,000 internments. The Cemetery Division works collaboratively with the Friends of the Cemetery towards the perpetuation and conservation of Medina's Cemeteries. Since 1999, the Friends of the Cemetery has graciously donated and supported over 1.7 million dollars in projects at Spring Grove.

Expense Topics of Note

- A new service road was constructed to separate Sections 19 and 20 and provide better access.
- Contracted with an engineering firm to survey new sections.
- Purchased niches, closures, and benches for the third columbarium wall.
- Purchased new guardrail to install around the lake.
- Repairs were made to the irrigation system at the Pat Mears Garden.
- Purchased two new string trimmers and a probe.

2024 Highlights

- The Staff was responsible for selling 101 burial plots (13 were in the columbarium walls, 11 were in the cremains-2 section, and 76 were traditional lots). Two lots were sold back to the City and one lot reverted back to the City.
- The Staff performed 40 cremation burials, 51 full internment burials, 1 baby burial, and 1 disinterment.
- A total of 49 monument footers were poured. Of those, 21 were flush stones and 28 were upright monuments.
- Staff continued work to update burial Owner information and burial records to ensure accuracy.
- Removed six declining trees in Spring Grove Cemetery.
- In collaboration with the Streets Department and Water Department, the staff installed the guardrail around the lake.
- Plotbox mapping software was updated to reflect new sections and new columbarium wall.
- Opened up the second half of sections 19C and 19D.
- Started the construction of the third Columbarium Wall.
- Performed ground penetrating radar scans at Old Town Cemetery.
- The Friends of the Cemetery hosted 5 special events at Spring Grove Cemetery.

2024 Highlights Cont.

- Several projects have been completed in partnership with the Friends of the Cemetery. These projects include:
 - A new copper roof was installed on the Mausoleum;
 - Repaired a significant leak in the hard surface lake and sealed the walls;
 - Fourteen new trees were planted in Spring Grove Cemetery;
 - Christmas lights were installed on the Archway and on several large evergreen trees;
 - New signs were purchased and installed near the Archway and on the burial sites of the Blake and Canfield Families in recognition of their work on the Underground Railroad Network-to-Freedom;

2025 Plans to Note

- Continue to check mapping program for accuracy of records.
- Add pictures of all monuments and memorial trees to the mapping software.
- Continue to work on maintenance items identified in the master plan.
- Survey, plate, and plat section's 19E and 19F.
- Complete construction of Columbarium Wall 3.
- Add new signs around the columbarium walls.
- Identify new location for Columbarium Wall 4.
- Work on a plan to resurface roadways Spring Grove.
- Work with the Friends of the Cemetery to complete the Mausoleum renovation and the Archway repairs.



Forestry

The City of Medina has over 13,500 street trees in the right-of-way. These trees are maintained by the City on a five-year cyclic pruning cycle. The Department's responsibilities include planting, watering, fertilization, treatment, pruning, removing, and stump grinding.

For the past 43 years, the City of Medina has been designated a Tree City USA by the Arbor Day Foundation program in cooperation with the US Forest Service, United States Department of Agriculture, and the National Association of State Foresters.

Expense Topics of Note

- Approximately \$19,874.00 was spent purchasing replacement trees in 2024. These trees were planted in house by department staff.

2024 Highlights

- Pruned 3,184 street trees.
- Removed 118 street trees that were dead, diseased, dying, or had extensive storm damage.
- Planted 141 trees as street tree replacements, improvements within city parks and other public properties.
- Watered approximately 145 trees between June and September.
- Pruned in Sections 4 and 5 of the city's cyclic pruning cycle.

Accomplishments and Awards

- Employees attended a class put on by North American Training Solutions.
- Obtained the necessary continuing education units to retain certifications by attending industry trade shows and classes.
- Over 200 volunteer/community service hours were worked within the Department.
- Fulfilled the requirements to receive the Tree City USA Award for the 43rd year from the National Arbor Day Foundation.
- Forestry Department staff, along with staff from another department, were recertified through ACRT as Line Clearance Arborists.

2025 Plans to Note

- Complete Section 5 and 1 of the city's five-year cyclic pruning cycle.
- Remove and replace dead, diseased, or dying trees.
- Work with Medina City Schools and Medina Kiwanis Club in conducting an annual Arbor Day Program.
- Apply for and meet the standards for re-certification as a Tree City USA.

Parks Maintenance

Medina City Parks encompasses over 785 acres of dedicated parkland within the City of Medina; approximately 182 acres are maintained for public enjoyment. Notable amenities include: 12 pavilions, 11 soccer fields, 14 baseball fields, 1 football field, 3 tennis courts/pickleball courts, 2-disc golf courses, 16 miles of mountain bike trails, over 6 miles of paved multipurpose and nature trails, 2 splash pads, and an outdoor pool. Additionally, the Parks regularly hosts 8 sports associations and many organized events throughout the year.

Expense Topics of Note

- Completed the Rocky River Stream Bank Erosion Project at Huffman Cunningham Park.
- Renovated the Skatepark and installed new metal ramps at Reagan Park.
- Installed a new playground at Roscoe Ewing Park. This project was made possible through a donation, in part, by Murray and Susan Van Epp. New drainage and safety scape mulch was installed around the playground.
- Rebuilt the driver's stand at the Radio Controlled track, including a new work bench, concrete, storage container, and wiring
- Installed new lights at the Radio Controlled track.
- Installed new handrails to the basement of the Gazebo.
- Completed several repairs to the Gazebo including flat roof repairs, touch up painting, and electrical repairs.
- Reagan Fields #2 and #6 were renovated. Drainage was installed on Reagan Field #6.
- Lighting timers were installed on all the fields at Reagan Park and Fred Greenwood Park, and the electrical panel at Reagan Field #6 was replaced.
- Baseline fencing was replaced at Ray Mellert Fields #1 and #2.
- Two new 20' x 20' shade structure panels were purchased for the splash pads at Fred Greenwood Park.
- Traded in a 2007 Toro Workman toward the purchase of a new Kubota RTV.
- Purchased a SCAG Turfstorm spreader/sprayer.
- Installed two new benches and replaced the drinking fountain at Ray Mellert Park.
- Installed Polyaspartic flooring in the restrooms at Ray Mellert Park and Reagan Park.
- Bid documents were completed for the 40' x 80' cold storage building at Reagan Park.
- Restored the former dog park area at Memorial Park and installed two new benches.
- Replaced speed bumps at Reagan Park.
- Purchased several new trash containers for various parks.

2024 Highlights

- Completed the annual deer survey
- Inspected all pedestrian bridges along the multipurpose trails.
- Maintained 71 flower urns and various planters in the downtown area.
- Implemented new maintenance plans and continued regular departmental safety meetings.

2024 Highlights Cont.

- Parks staff renewed all necessary professional licenses.
- Employees from MTD/Stanley Black and Decker aided with grass cutting in the Huffman Cunningham Park and the Fred Greenwood Park while product testing their equipment.
- Worked with numerous volunteers and organizations to help maintain park amenities including mountain bike trails, nature areas, Radio Controlled track, and the disc golf courses.
- Prepared Reagan #1 baseball field for Medina City Schools freshman baseball team throughout their season.
- Worked collaboratively with Main Street Medina to meet the needs for all their events at the Uptown Park.
- Completed 13 Service Projects throughout the various parks.
- Registered 3,863 participants with sports associations for various sports.
- Had 210 pavilion rentals reserved in 2024 which accounted for \$9,800.00 dollars in revenue. This includes 9 rentals for Medina City Schools and 32 rentals for community sponsored events at no charge.
- Had 83 special events scheduled at the Uptown Park. *This number does not reflect recurring events like the Farmer's Market.

2025 Plans to Note

- Replace entry signs leading into Sycamore Park and Ray Mellert Park.
- Complete construction of new cold storage building at Reagan Park.
- Plan and install nature trail connection from the Jaycee Park to Gold Crest Drive.
- Install new playground at Ken Cleveland Park.
- Purchase and install new vault restroom for the Roscoe Ewing Park.





RECREATION CENTER

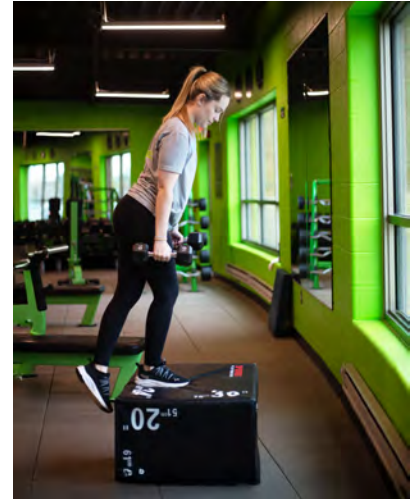
Christy Moats, Recreation Center Superintendent



2024 was an incredible year for Medina Rec. We are celebrating the highest revenues since we opened our doors twenty-two years ago! This milestone is not just about numbers; it's a reflection of how we're continuously evolving to meet the needs of our amazing community. We've been paying close attention to how our patrons use the cardio equipment, and in response, we've added several new machines, including six Octanes, two Matrix Treadmills, and another NuStep trainer. Our fitness area now boasts several plate-loaded machines, more dumbbells, and even some unique pieces that were requested by our dedicated members. We've also introduced a tire flip for those looking for a challenge, a spacious stretching table, and a new golf and batting cage complete with rental equipment for our sport court enthusiasts.

We have also given our facility a fresh new look, painting walls and swapping out the carpeting in Community Room D for rubberized flooring. This upgrade means we can now schedule more programming and room rentals, making the space more versatile for everyone. In Studio B/C, we've added mirrors, barre equipment, and TRX suspension gear, while also upgrading our audio-visual setups and smart TVs in several rental areas to enhance the experience for all. To keep our fitness machines looking sharp, we've partnered with a local upholstery company to ensure our equipment stays fresh and inviting.

Behind the scenes, we've streamlined our storage by converting former offices into dedicated spaces for our extensive collection of program supplies, including new carnival games custom-designed for our community events. We also improved the aquatics hallway with updated flooring and added lockers, making it cleaner and more family-friendly. The new striping and color blocking throughout the facility added a cohesive, modern touch that makes everyone feel right at home.



Our Learn to Swim Program is on the rise with more sessions available than in recent years. We hosted 14 indoor sessions and several outdoor summer classes at Memorial Pool, making it easier for families to get involved. We had over 800 participants in the Learn to Swim program. Additionally, our Aquatics department rolled out two new programs: Beginning Diving and Super Swimmers, which is a fantastic pre-swim team option for kids who have completed our Level 5 Learn to Swim. Plus, private lessons are back, with a dedicated team of four to six instructors

leading sessions year-round. We also offered 36 classes for Tiki Tyke Swim, engaging over 500 kids in water safety basics. Our facility is now the proud indoor host for the Chippewa Yacht Club's boater safety program, and we're looking to expand our offerings even further. Our passionate educators took the time to visit all the 2nd-grade classrooms, sharing vital water safety lessons with 420 kids this year. And thanks to a partnership with Medina City Schools, we've invested in new touch pads for swim meets, enhancing the experience for our young competitors.

In terms of programs, we're thrilled to announce a new partnership with Medina City Schools, allowing us to offer an after-school program for kids in grades K-5. Each week, around 15 students benefit from a structured environment where they can tackle homework, engage in physical activities, and socialize with friends. The logistics are seamless too; thanks to our collaboration with the Medina City Schools bus garage, students are dropped off at our location after school, with parent pick-up available as late as 6 p.m.

This year we also hosted our second indoor triathlon, which saw 72 participants, including a youth heat with 12 kids aged 8-15. To get them ready, we created a 6-week training program that included swimming, biking, and running—what an exciting way to promote fitness among our youth!

We are excited about our recent purchase of a 14-passenger transit van, which will help us expand our programming through our new "Rec on the Road" series. We even showcased the van in the Medina Candlelight Walk and the Promise of Christmas parade! Our first outing took thirteen members on a delightful tour of Northeast Ohio to see Christmas lights, with a delicious dinner stop in downtown Cleveland. Future plans are in the works for outdoor adventure trips for teens over the summer and more offerings for our senior community.

Medina Rec offers a schedule of fifty group fitness classes per week, including Zumba, Yoga, Cycling, Silver Sneakers, Water Aerobics, Tai Chi, Meditation, Tabata, Barre, Pilates and Karate. We offered a total of 2,575 classes in 2024 with a total of 16,709 attendees. These are all drop-in classes utilizing our one price group fitness punch card.



Medina Rec also offers over 600 classes and events for registration, with nearly 7,000 attendees. These classes include all our sports leagues and clinics, special events, pickleball lessons, STEAM classes, crafting, senior speaker series, chess, and holiday parties. Our sports programs had 1,088 registrants, with just over 800 kids in our youth basketball leagues. Our Party in the Parks series had 1,341 registrants, but many more showed up each day to join the fun. Our July 3rd Fireworks Festival Featuring Foam Party, swim & splash, carnival games and live band showcase had over 5,000 attendees.

On the administrative side, we've embraced technology to improve communication by using the SportsEngine platform, which helps manage our sports teams, conduct background checks for coaches, and keep everyone connected in an efficient way. Our new online registration system

boosted our rental revenue by 33%, making it easier than ever for our community to engage with us. We booked 189 online Party Packages for groups of up to 30 people to celebrate birthdays, baby showers and more. We had 98 aquatics rentals for groups like Special Olympics, Medina High School Swim Meets, scuba diving and various water safety organizations. We booked 93 sport court rentals for soccer, baseball and basketball groups. We had 44 community room reservations for organizations like MADD, Medicare, and various senior seminars.

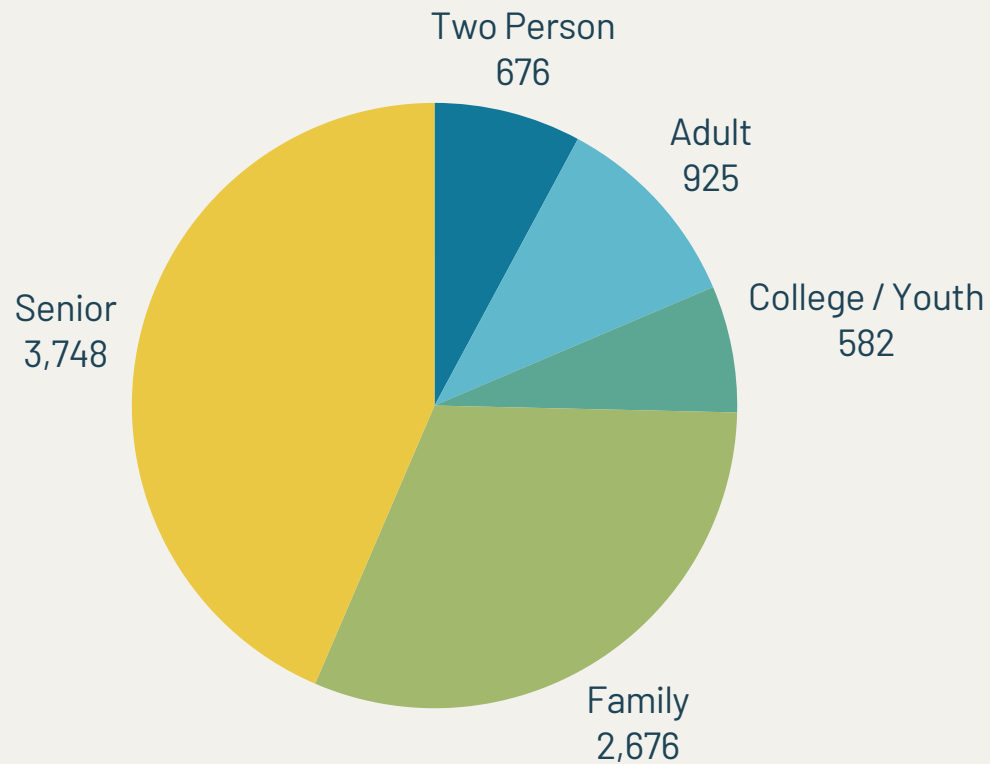
We're excited to share that we've launched a new digital brochure online to keep our members updated on all the events and offerings we have in store. Plus, we're working on some upgrades for our website to make it even better! On top of that, we're installing new surveillance cameras to enhance safety. It's been a busy and rewarding year for Medina Rec, and we're eager to see what's next! Our focus is all about creating a safe and fun environment for our wonderful community, and we can't wait to welcome you to our upcoming activities!

FAMILY, FITNESS, FUN – RECREATION FOR EVERYONE!



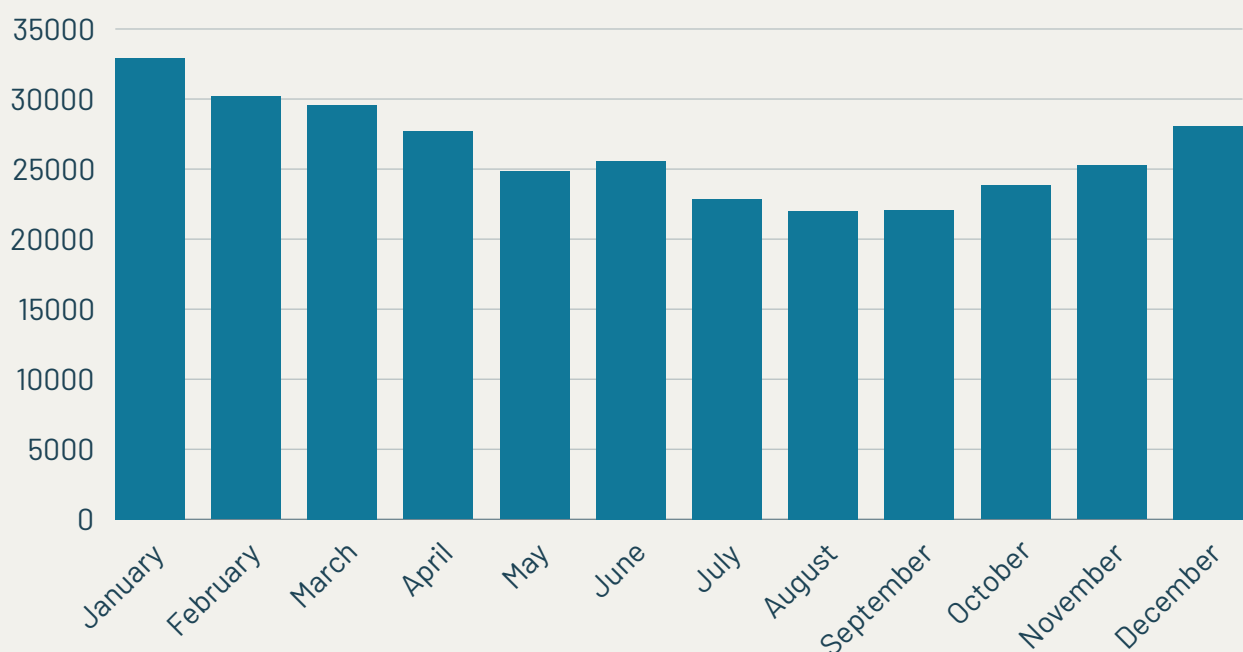
Membership Demographics

Total Members: 8,626

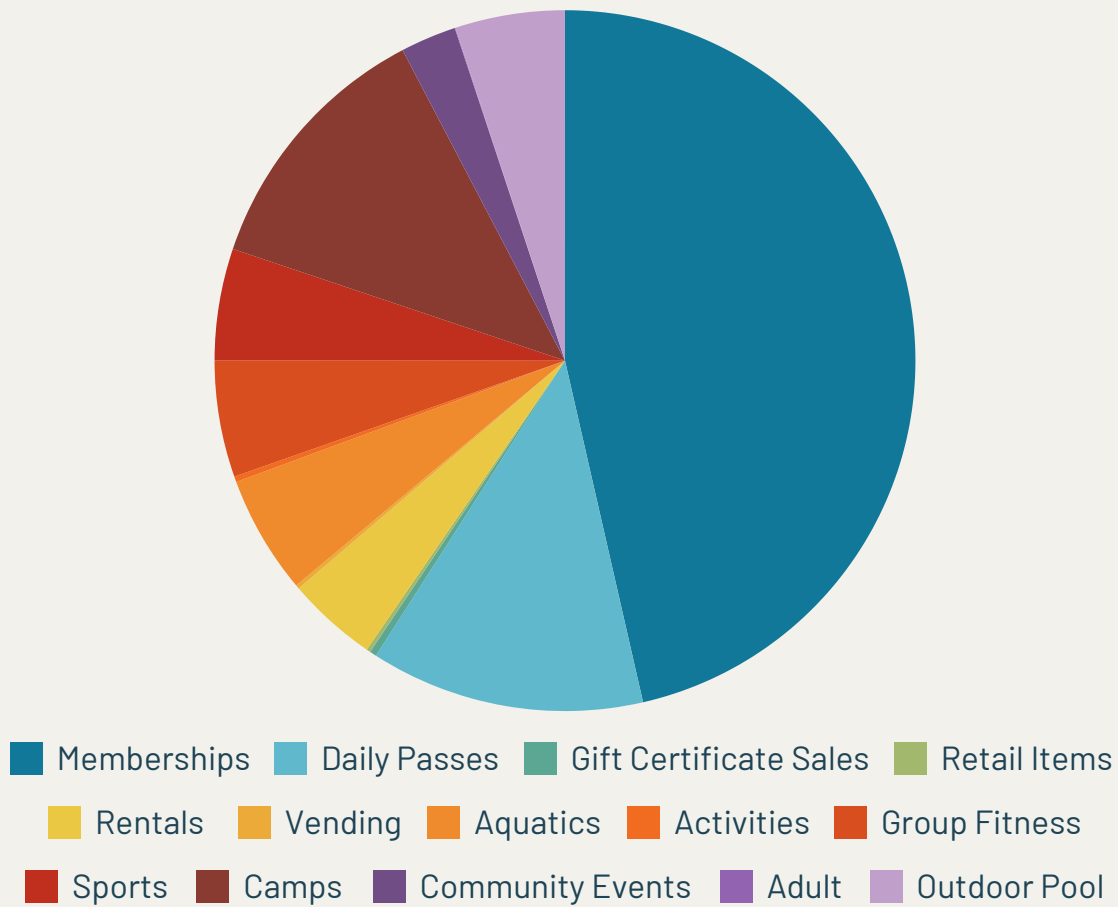


Monthly Traffic Flow

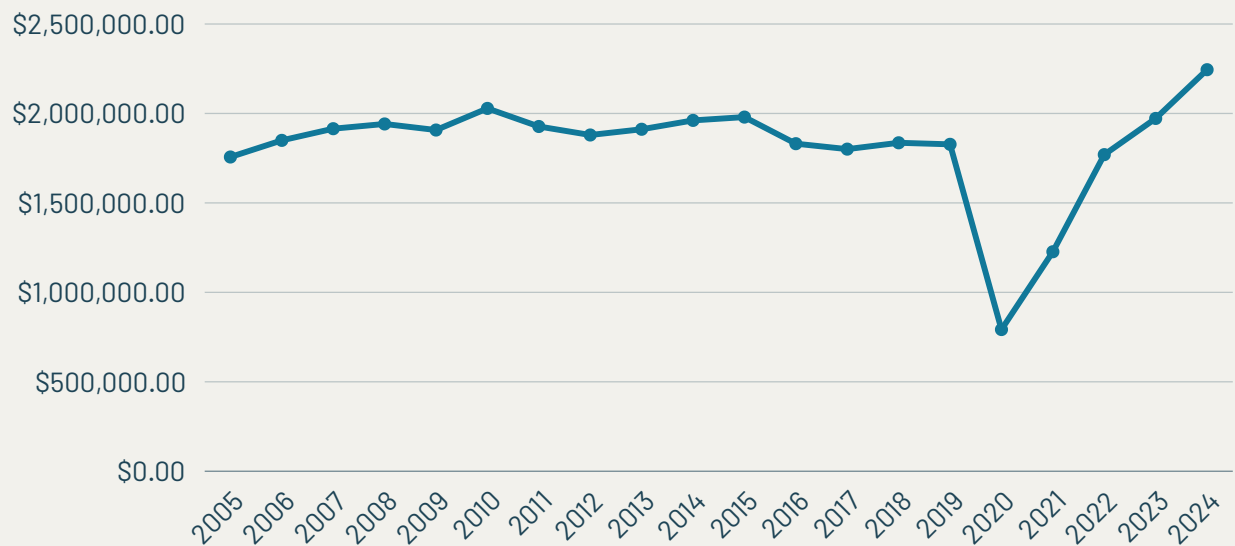
Total Member Visits: 314,948



Revenue Breakdown 2024



Historical Revenues





POLICE DEPARTMENT

Edward R. Kinney, Chief of Police



Mayor Hanwell and Members of Council,

I am honored to present the Medina Police Department's 2024 Year-End Report to the Council and our community. Over the past year, we have made significant advancements in technology, enhancing the effectiveness and efficiency of our officers and dispatch personnel. These innovations underscore our unwavering commitment to providing the highest level of service to our community.

Technological Advancements in Communications

This year, we upgraded the radio consoles in the Communications Division's dispatch room. These state-of-the-art consoles connect directly to the radio core via a fiber network, significantly improving network connectivity and communication interoperability with neighboring public safety agencies. Additionally, we implemented Multi-Agency Radio Communications (MARCS) capabilities across all dispatch radios, mobile car radios, and portable radios. MARCS enables seamless communication both statewide and locally, enhancing our coordination with other MARCS subscribers and state agencies.

Enhancements in the Patrol Division

The Patrol Division has also benefited from substantial technological upgrades. One key improvement is the adoption of a digital fingerprinting system, replacing the traditional ink-and-roller method. This modern system allows officers to quickly capture and upload fingerprints to state and federal databases, increasing accuracy and expediting processing.

We also equipped patrol vehicles with Level 3 ballistic shields designed to provide protection against rifle-caliber rounds. These shields are vital in active shooter situations, ensuring officer safety while enabling immediate responses to threats.

Additionally, we completed a comprehensive upgrade of our body camera and in-car camera systems, adhering to our five-year rotation schedule. Despite extending the legacy system to six years of service, increasing system failures necessitated the upgrade. This investment reinforces our commitment to transparency and accountability.

Expansion of Flock LPR Camera Network

This past year, we added two more Flock License Plate Recognition (LPR) cameras to our network, bringing the total to twelve. These cameras have proven invaluable, aiding in the recovery of missing juveniles and endangered elderly individuals, recovering stolen vehicles, and contributing to numerous warrant arrests.

Partnership and Community Policing

Our contract for policing services with Lafayette Township continues to yield positive results. By maintaining the same philosophy of community-oriented policing and dedication to service, we have enhanced public safety, including lifesaving responses to emergency calls in the township.

Our partnership with Medina City Schools remains a cornerstone of our community outreach. We recently welcomed K9 Nessie, a German Shorthaired Pointer, to our K9 program. Acquired using school safety funds provided by Medina City Schools, Nessie works alongside School Resource Officer MacLarren at Medina High School, and is trained in bomb and gun detection. Nessie is also available for deployment to other city schools and regional operations, underscoring our dedication to school safety.

We remain committed to fostering strong relationships within our community by actively participating in events such as Shop with a Cop and National Night Out, which create meaningful opportunities for positive engagement and collaboration with the residents we serve.

Looking Ahead

As we look forward to 2025, I am deeply grateful for the opportunity to lead this exceptional department. Our commitment to the community remains steadfast, and our department is committed to delivering the highest quality police services to the City of Medina and Lafayette Township.

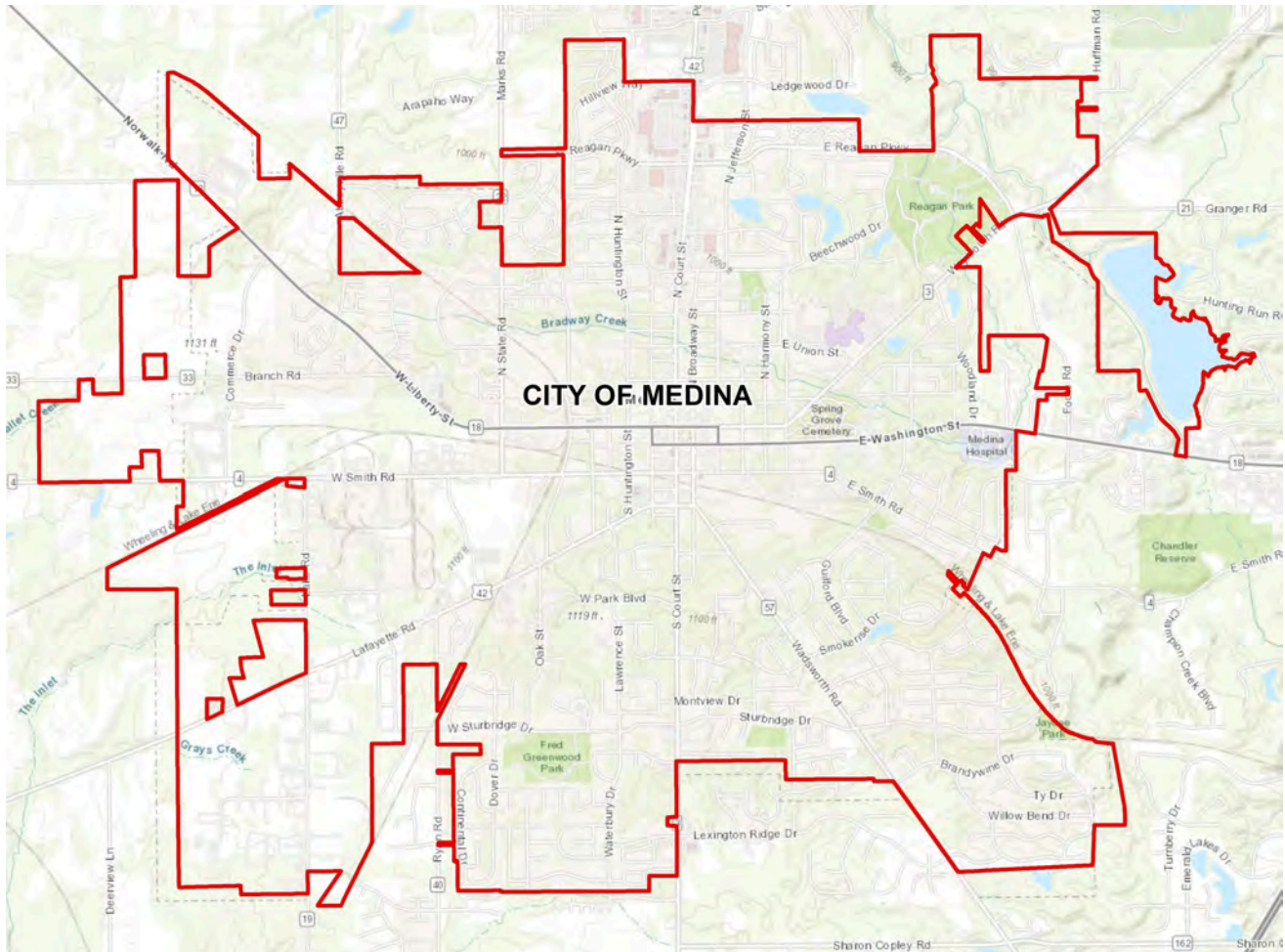
Respectfully Submitted,





Edward R. Kinney
Chief of Police

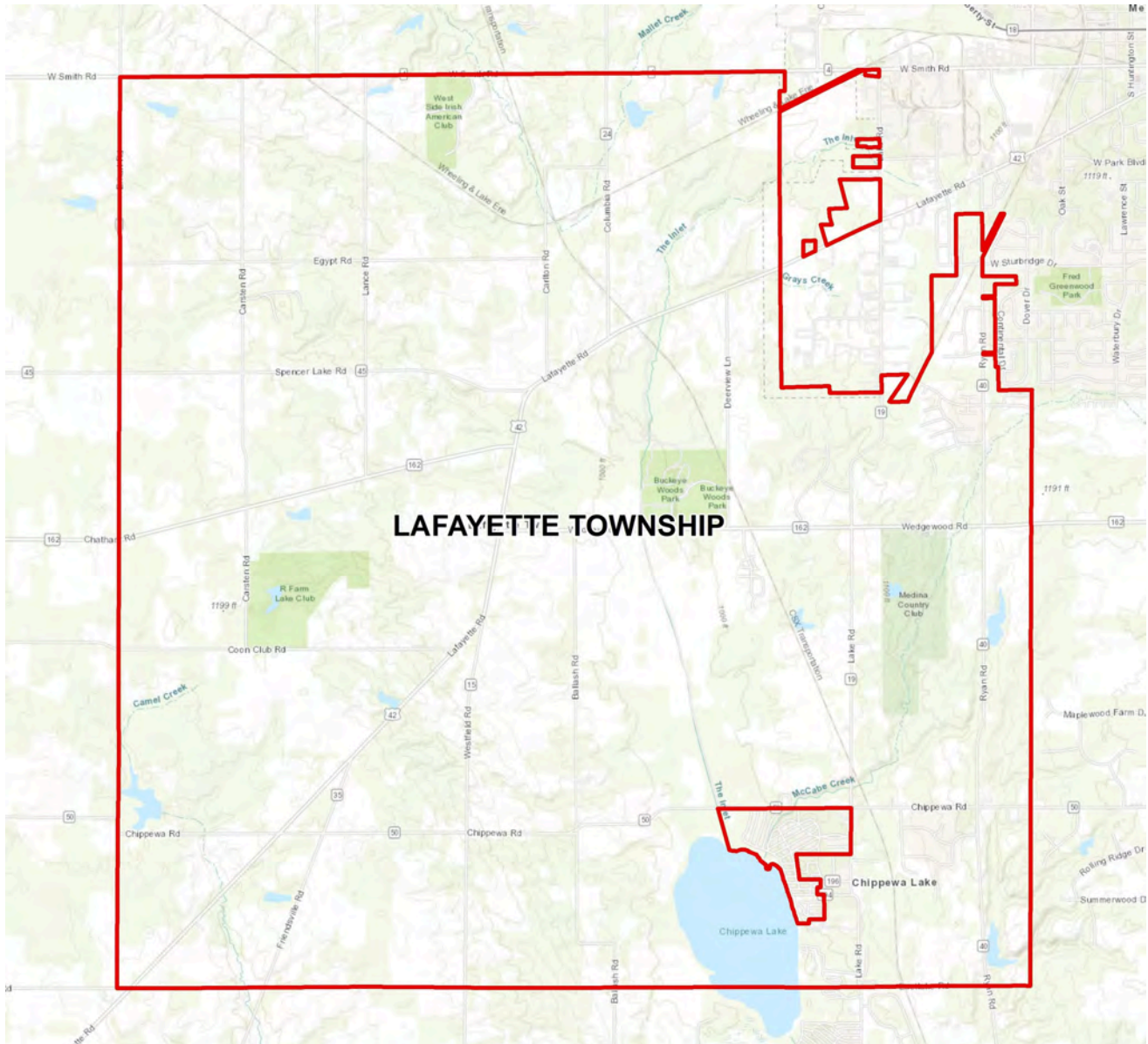


City Profile



City Motto Preserving the Past, Forging the Future	Ohio Flag 	City Logo 
2024 Estimated City Population 25,826	Founded 1808	Incorporated 1835 Village 1952 City
Square Miles 11.6	Second Largest city in Medina County	Sixty first most populated city in Ohio
Transportation Assets Rail Airport	Estimated Medina County Population 184,595	School District Enrollment 6,172

Lafayette Township Profile



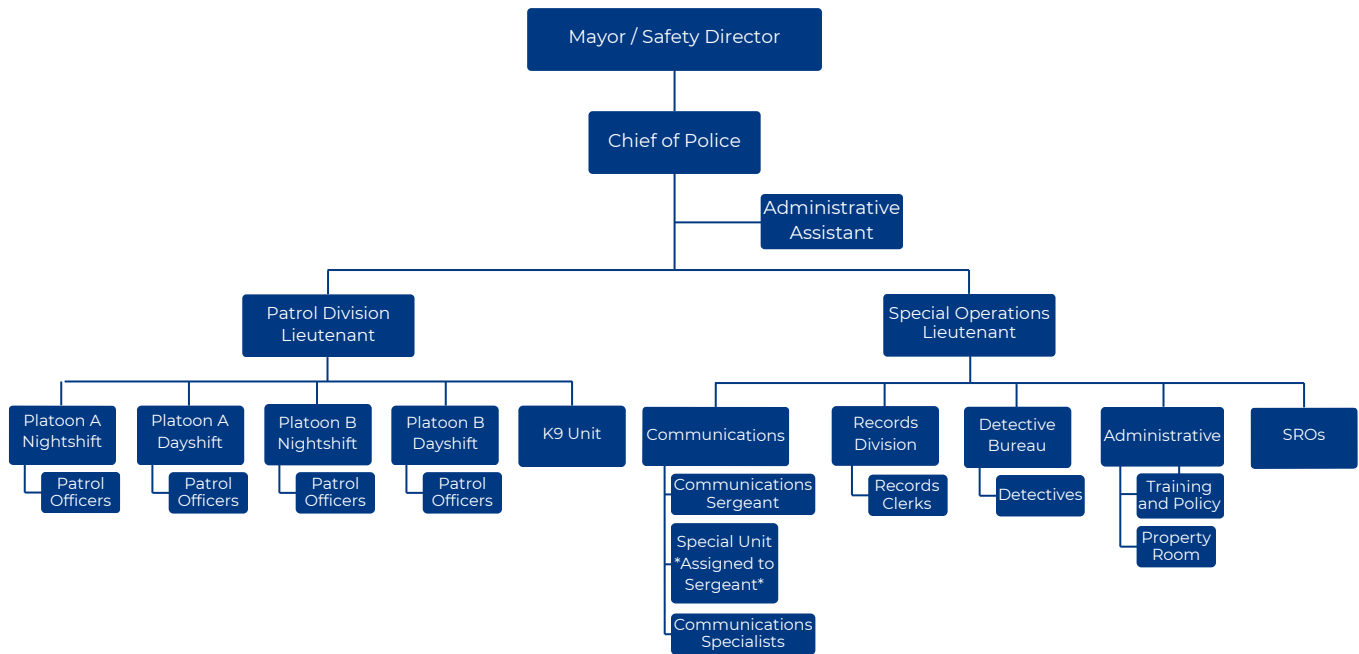
Lafayette Township Population 6,126	Square Miles 22.9	Borders Southwest side of the City of Medina
Largest natural lake in Ohio Chippewa Lake	Technology Park Medina County University Center University of Akron	Settled 1820

Staff Roster

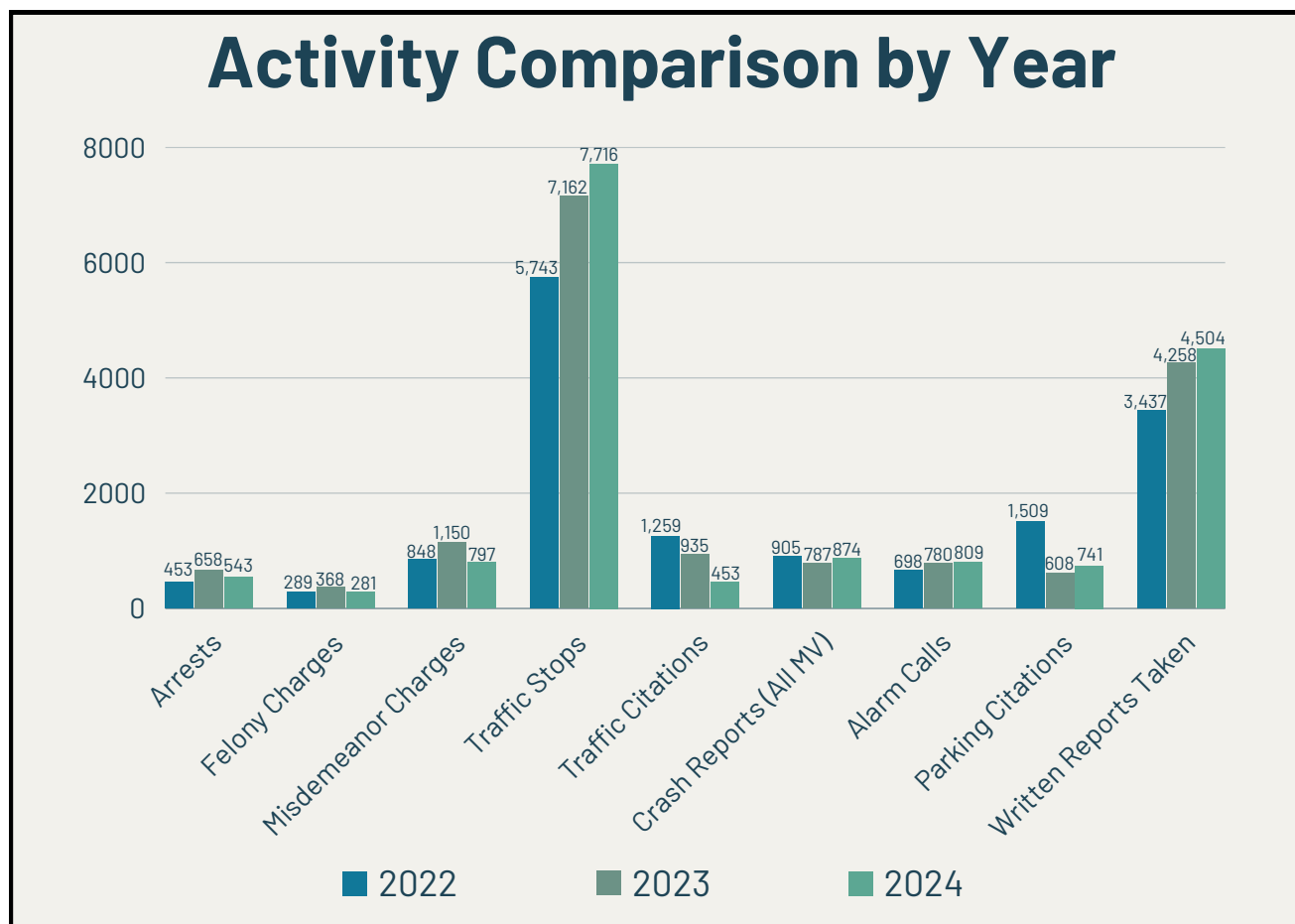
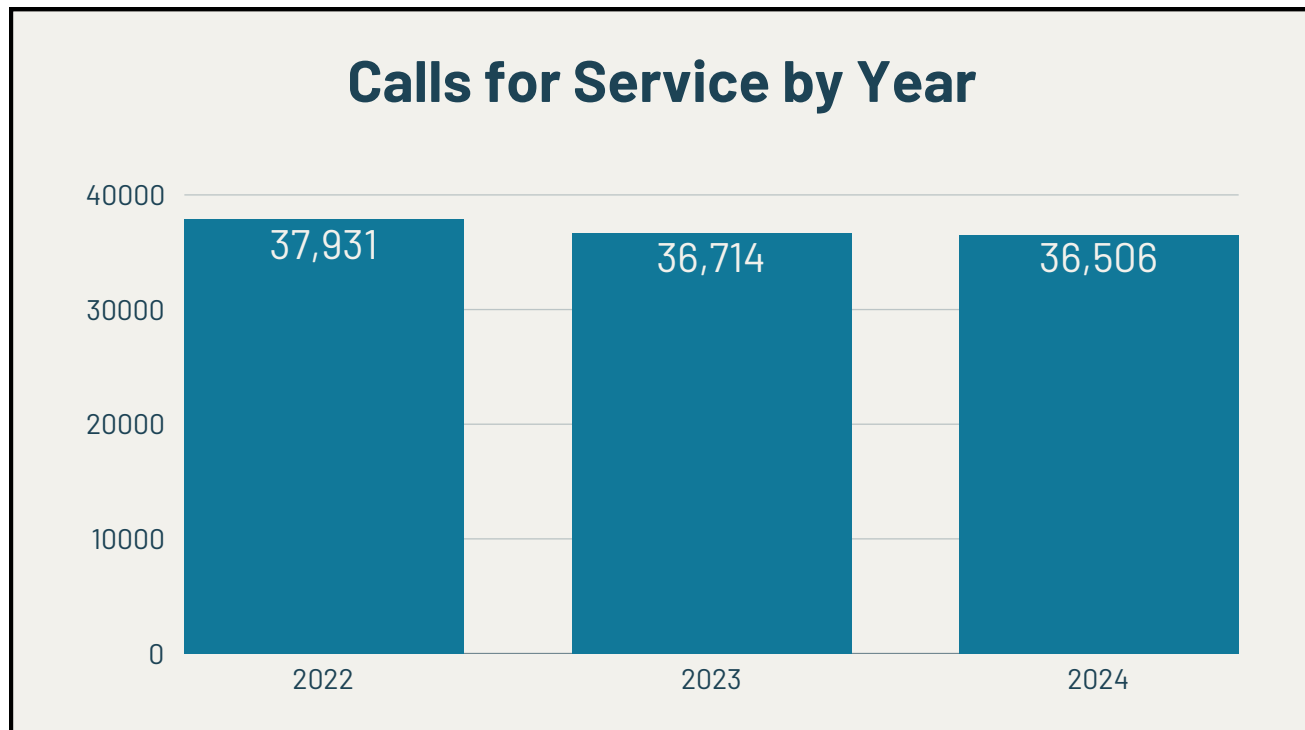
Name	Assignment	Hire Date
Edward Kinney	Chief of Police	1997
Scott Marcum	Lieutenant	2000
Bryan Wagner	Lieutenant	2003
Nathan Simpson	Sergeant	2003
Darin Zaremba	Sergeant	1995
Patrick Sloan	Sergeant	2003
Sara Lynn	Sergeant	2005
Joshua Wilson	Sergeant	2008
Raven Ory	Sergeant	2017
Derek Crooks	Sergeant	2014
Daryn Winebrenner	Officer	1995
Dan Warner	Officer	1995
Todd Grice	Officer	1996
Al Roland	Officer/SRO	2005
Matthew Martincin	Officer	2005
Kelly Moran	Officer	2007
Christopher Brink	Officer	2008
James Tighe	Officer/SRO	2009
Gregory Habrat	Officer/Property	2012
James Terwilliger	Officer	2013
Nicholas MacLarren	Officer/SRO/K9	2013
Michael Wovna	Detective	2014
Christopher Deeks	Detective	2014
Michael English	Detective	2015
Erica Anderson	Officer	2015
Andrew Dziak	Officer	2016
Christopher Wade	Detective	2018
Evan Scherer	Officer	2018
Joseph Calabrese	Officer	2018
Tyler Hughes/K9	Officer	2019
Matthew Wittuhn	Officer	2019
Tyler Howell	Officer	2021
Ian Baker	Officer	2021

Name	Assignment	Hire Date
Seth Gonyea	Officer	2022
Tyler Thompson	Officer	2023
Dalton Weber	Officer	2023
Ryan Laskowski	Officer	2023
Bailey Hagan	Officer	2023
Nicholas Stanton	Officer	2024
Kristen Bache	Officer	2024
Tyler Rose	Officer	2025
Patty Miller	Dispatcher	1999
Denise Indovina	Dispatcher	2001
Andrew Demczyk	Dispatcher	2013
Chrystal Vance	Dispatcher	2015
Calvin Undercoffer	Dispatcher	2017
Tricia Glauner	Dispatcher	2022
Patrick Villeneuve	Dispatcher	2022
Jennifer Kehoe	Dispatcher	2023
Caitlyn Collins	Dispatcher	2024
Ashley Pesata	Dispatcher	2024
Summer Gray	Dispatcher	2024
Natalie Santivaschi	Administrative Assistant	2011
Taylor Yaworski	Records	2023
Leann Kerr	Records	2023
Yvonne Rodman-Sopata	Records	2024
Payton Valentine	Parking Attendant	2024

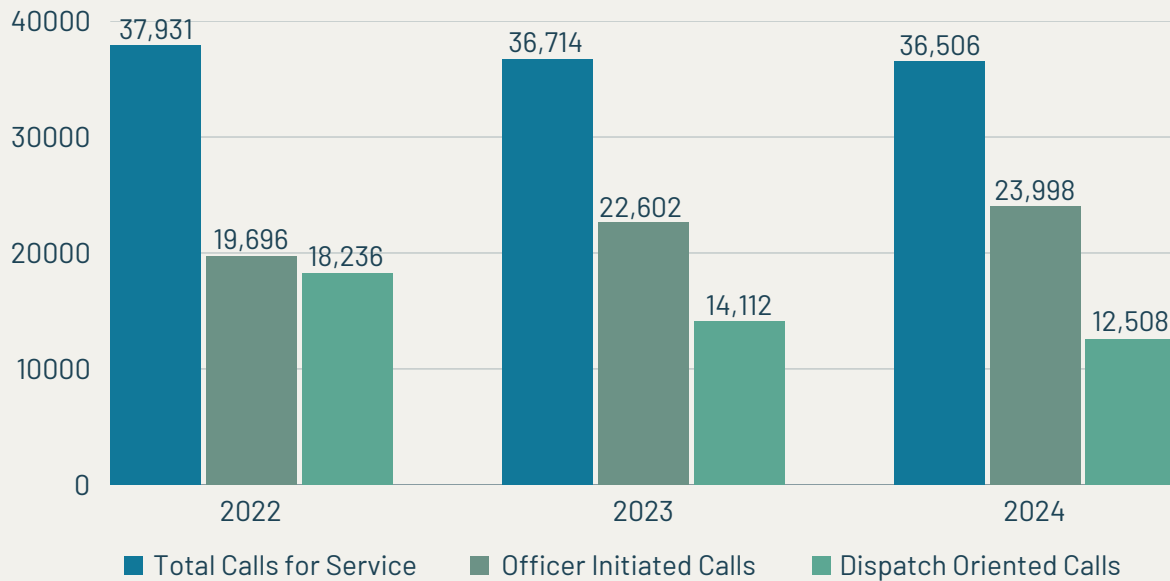
Medina Police Organizational Chart



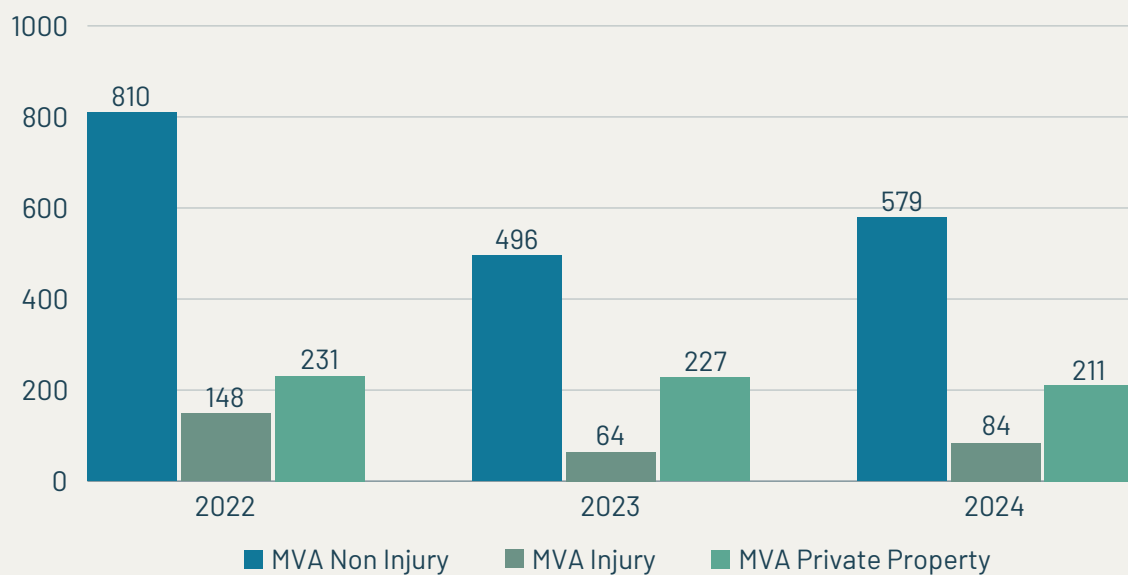
Department Statistics



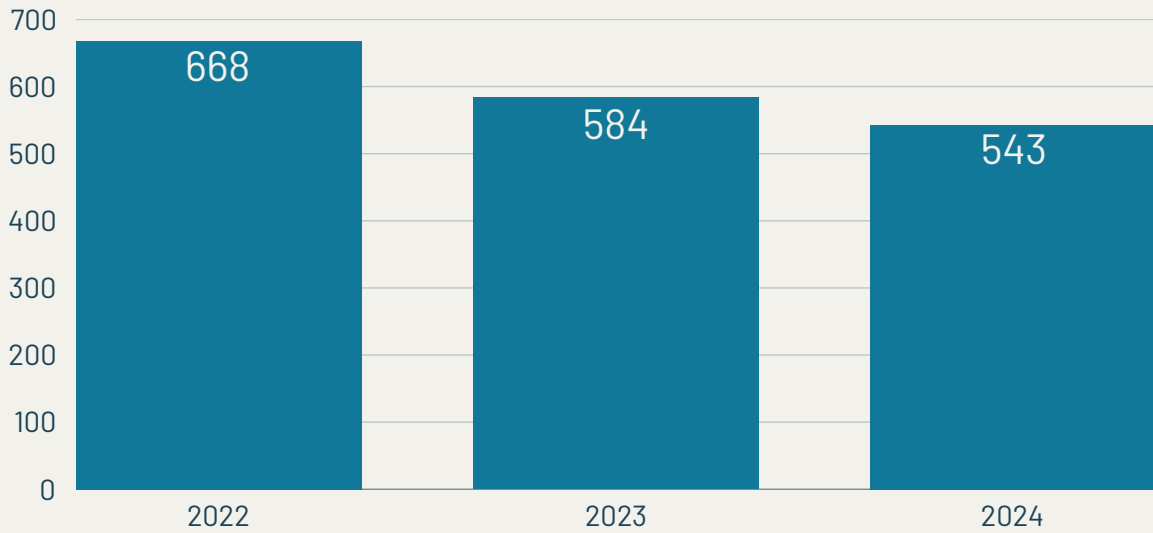
Call Orientation Comparison



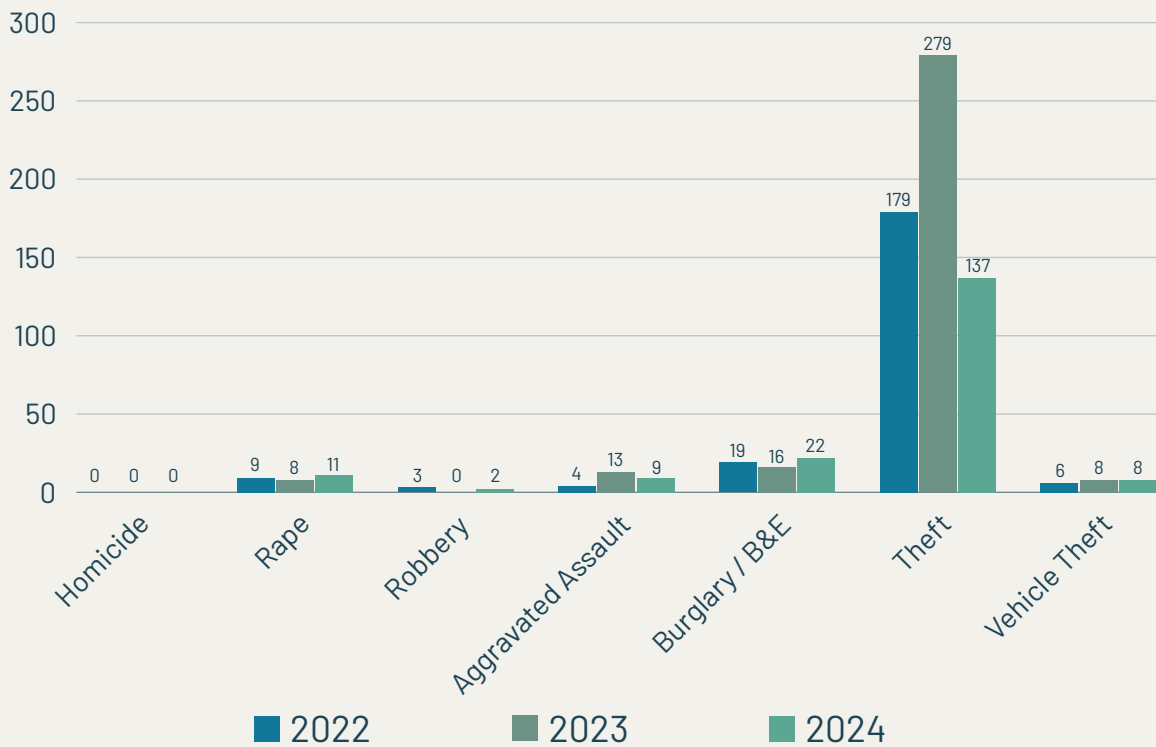
Motor Vehicle Crash Yearly Comparison



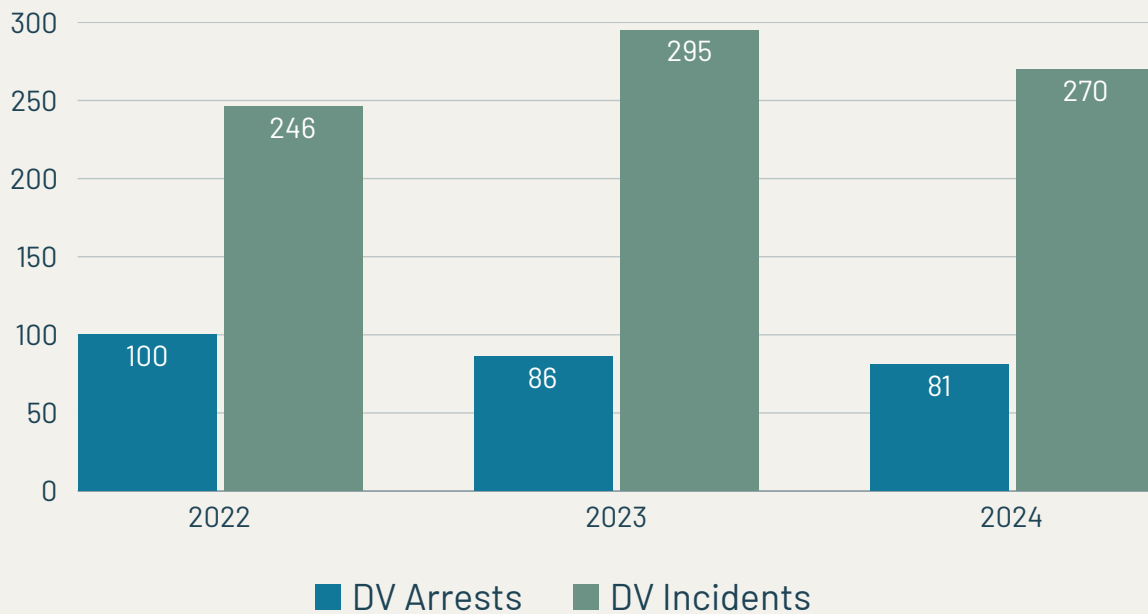
Arrests Yearly Comparison



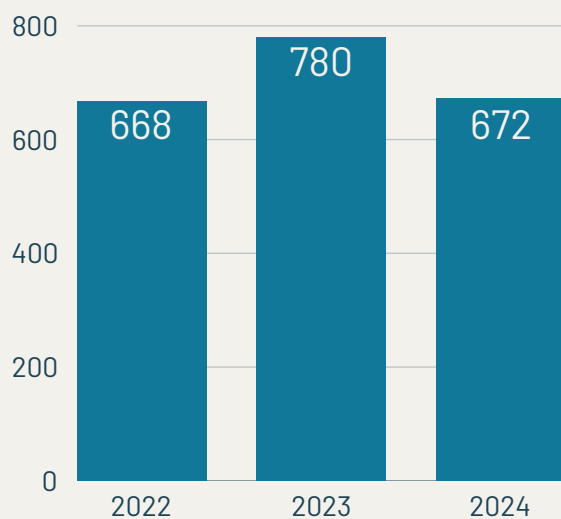
FBI Part 1 Offenses



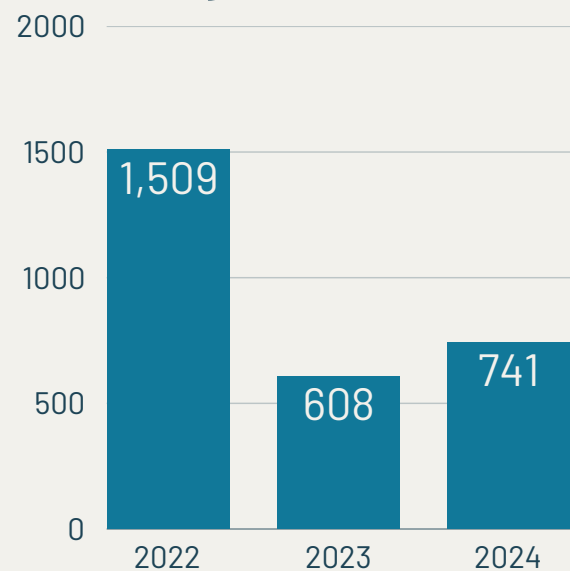
Domestic Violence Activity Comparison



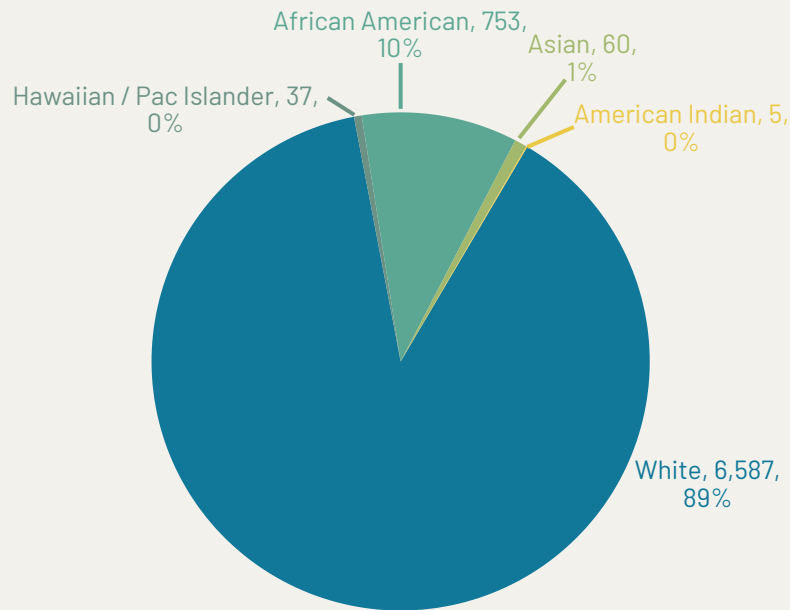
Alarm Response Yearly Comparison



Parking Citations Yearly Comparison



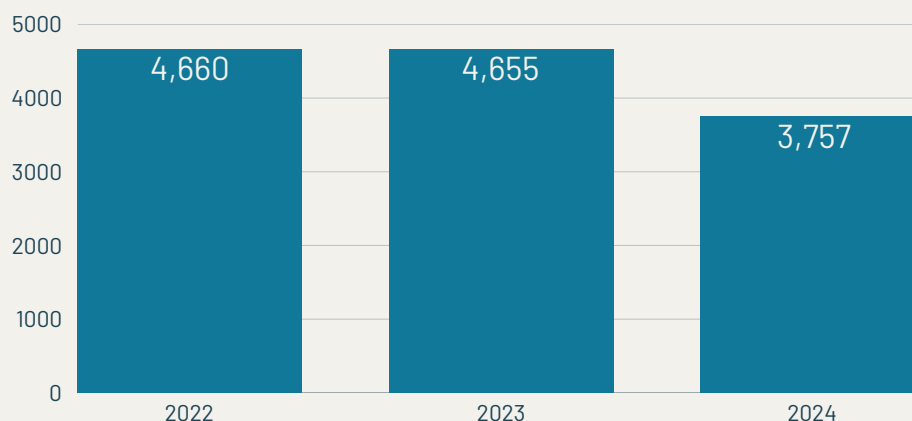
Bias Report Traffic Stops 2024



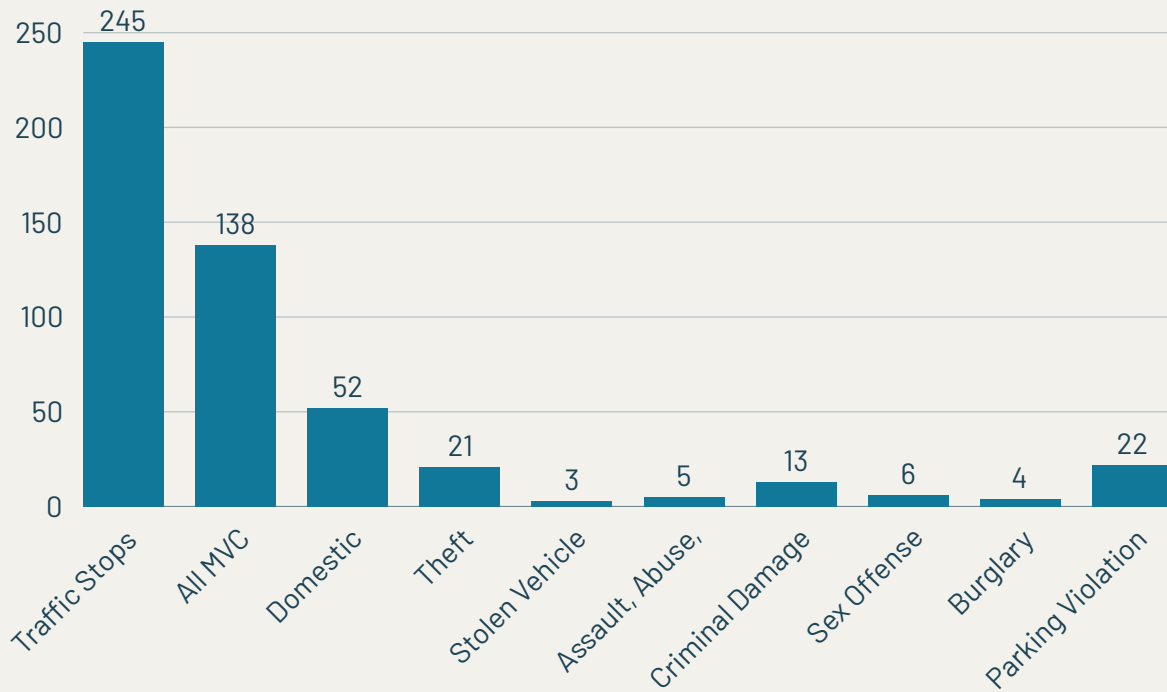
Lafayette Township Police Service

Lafayette Township has retained the Medina Police Department for police services. The current contract is in place through 2027. Last year, MPD officers responded to over 3,700 calls for service originating in Lafayette Township. A glimpse of 2024 activity in Lafayette Township appears in the charts below.

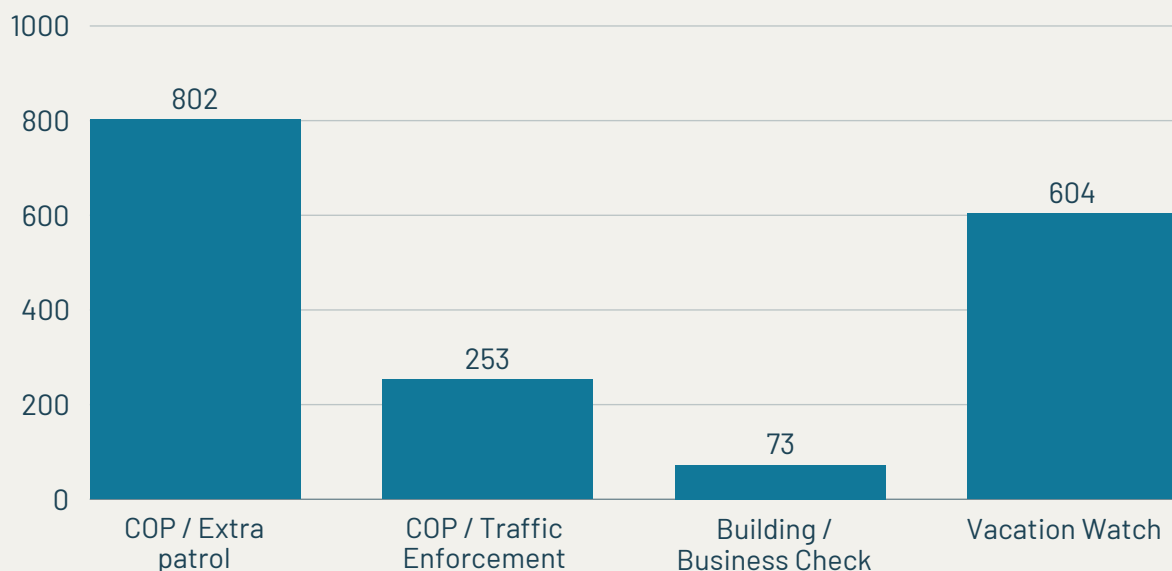
Lafayette Township Calls for Service Yearly Comparison



2024 Lafayette CFS Statistics



2024 Lafayette Township Community Oriented Policing (COP)



Patrol Division



The **Uniformed Patrol Division** is the first to represent the Medina Police Department, the City of Medina, and Lafayette Township in response to citizen service. The patrol division is also responsible for carrying out initial crime scene investigations, traffic enforcement, motor vehicle accident investigations, and assisting on LST and fire calls. The patrol division consists of 41 full time officers and is commanded by Lieutenant Bryan Wagner.

Staffing

In 2024, the Medina Police Department proudly welcomed new members to its team. In July, Officer Nicholas Stanton graduated from the Ohio State Patrol Police Academy. A Loudonville, Ohio native, Officer Stanton has lived in Medina for several years with his wife, Caitlyn. An Eagle Scout and a Baldwin Wallace University graduate with a degree in Criminal Justice, Officer Stanton exemplifies the department's commitment to recruiting resolute and well-rounded individuals. At the end of 2024, three new officer candidates received conditional offers of employment. Kirsten Bache and Tyler Rose, both attending the Lorain Community College Police Academy, will graduate in March 2025, while Brandon Johnson will complete his training at the University of Akron Police Academy in April 2025. Upon graduation, all three will officially join the Medina Police Department.

Recognition and Awards

In May of 2024, Officer MacLarren was honored for his exemplary work ethic and leadership as a role model within the Medina City Schools, and he earned the "Going the Extra Mile Award" from the Medina City Schools Foundation.



In September 2024, Officer Matthew Witthuhn was honored with an Acts of Heroism Award by the Medina County Safe Communities Committee. Officer Witthuhn demonstrated extraordinary courage by assisting the Lafayette and Medina Fire Departments in saving residents' lives during two separate structure fires. Officer Witthuhn, celebrated for his heroic actions at the Safe Communities annual breakfast, received this award underscoring his unwavering commitment to the community.

Training and Professional Development

Training remains a cornerstone of the Medina Police Department's mission to provide exemplary service. In 2024, the department exceeded the Ohio Attorney General's mandate of 24 hours of continuing education for officers. Training sessions included:

- Legal updates
- Defensive tactics
- Firearms proficiency
- Emergency vehicle operations
- Public records law
- School-based policing
- Supervisory courses
- Active threat incident response
- Patrol interdiction
- Critical intervention

Additionally, in June 2024, Lieutenant Bryan Wagner graduated from the prestigious Public Safety Leadership Academy (PSLA) at Ohio State University. This rigorous 11-week residential program cultivates strong leadership in law enforcement. The curriculum included advanced courses in public budgeting, human resource management, strategic planning, program implementation, organizational theory, communications, and social media strategies. Lieutenant Wagner's achievement highlights the department's dedication to leadership development and continuous improvement.

Vehicle Pursuit Review

Deciding whether to initiate a vehicle pursuit is a critical decision, often under challenging and unpredictable conditions. Officers must balance the need for apprehension with the safety of the public, fellow officers, and the suspect during a vehicle pursuit. Therefore, sound judgment and self-discipline are paramount in ensuring the most effective and responsible decision-making process.

Officers must remain focused on adhering to department policies and exercising professional judgment throughout a pursuit. The overarching principle is that the officer's actions must be "objectively reasonable," meaning they should align with what a reasonable officer would do under similar circumstances, considering the facts and conditions at the time.

In 2024, the Medina Police Department responded to and conducted eight vehicle pursuit incidents. Each of these pursuits proved to be in accordance with established policies after a thorough review. The review process involves collecting and analyzing the corresponding incident reports, evidence, and video footage to ensure compliance with departmental standards.

Upon review, all eight vehicle pursuits complied with the Medina Police Department's Policy Manual, Section 314 – Vehicle Pursuits. This policy ensures that officers are consistently making informed, safety-conscious decisions amid dynamic and potentially hazardous situations.

Use of Force Review

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

In 2024, the Medina Police Department used force in fourteen incidents. Each of these incidents underwent a thorough review process. The review process included analyzing incident reports, use-of-force reports, video evidence, and all supporting documentation to ensure compliance with Medina Police Department Policy 300.4, which governs the reporting of use-of-force incidents.

All fourteen incidents were compliant with Policy 300.4. The following chart provides a demographic breakdown of individuals involved in these incidents:

Demographic	Number of Incidents
White Males	8
White Females (Juvenile)	1
Black Males	5
Black Females	0

This data reflects the department's commitment to transparency and accountability while ensuring adherence to policy and proper oversight in all use-of-force situations.

Canine Unit Overview

2024 Canine Statistics

Deployment Type	Count
Total Deployments	77
Traffic Stops	32
Arrests	4
COP Deployments	35
Call-Outs	1
Other Deployments	5

Nessie: School Resource Canine

In Spring 2024, the Medina Police Department initiated the process of acquiring a new Canine for Medina High School. Officer Nicholas MacLarren won the honor of becoming the handler for Nessie, a one-and-a-half-year-old German Shorthaired Pointer bred in the Netherlands. Nessie and Officer MacLarren underwent extensive training at Shallow Creek Kennels in Pennsylvania, becoming certified in explosives and firearm detection. By September 2024, they completed training and received certifications from both the State of Ohio and the North American Police Work Dog Association (NAPWDA).

Key Highlights:

- **Daily Patrols:** Nessie patrols Medina High School hallways daily.
- **Emergency Response:** Ralph E. Waite Elementary called on Nessie for a school search after ammunition was located on a school bus.
- **Community Engagement:** Officer MacLarren and Nessie actively engage with the community by attending after-school sporting and arts events, city parades, and other activities.

Tango: Patrol Canine

Tango, the department's second Canine, completed his first full year as a patrol dog in 2024. Tango assisted officers in various scenarios, including traffic stops, building searches, and suspect tracking. He also supported outside agencies, including:

- Wadsworth PD
- Montville Twp. PD
- Medina Twp. PD
- Brunswick PD
- Medina County Sheriff's Office
- Medina County Drug Task Force
- Ohio State Patrol

Enforcement Highlights:

- Assisted in traffic stops, resulting in seizures of felony drugs.
- Tracked and apprehended multiple suspects wanted for violent and felony crimes.

Community Involvement:

Tango participated in many public events, including:

- Touch a Truck
- July 4th Fireworks
- Visits to Hope and Healing
- Kiwanis Club meetings
- Demonstrations at Medina Municipal Airport
- National Night Out

Summary

The Canine Unit continues to play an essential role in the Medina Police Department's mission, enhancing safety, enforcement, and community outreach efforts. With Nessie's addition and Tango's proven capabilities, the department's Canine Unit remains a cornerstone of operation.

School Resource Officers

The Medina Police Department proudly provides three full-time School Resource Officers (SROs) who work collaboratively with the Medina City School District to ensure a safe and supportive learning environment. These positions are partially funded by the Medina County Drug Advisory Committee (MCDAC) grant, which was established through the county's anti-drug levy. Under the command of Lieutenant Scott Marcum, the SRO team consists of:

- **Officer Nicholas MacLarren** – assigned to Medina Senior High School
- **Officer Al Roland** – assigned to A.I. Root Middle School
- **Officer James Tighe** – assigned to Claggett Middle School

Each SRO operates based on the triad concept, serving as a law enforcement officer, educator, and mentor. Their primary mission is to create a safe and positive school environment for students, faculty, and the community.

Law Enforcement & Community Collaboration

As law enforcement officers, the SROs handle all calls for service within their respective schools. They work closely with agencies such as the Medina County Health Department and Medina County Job and Family Services, reinforcing a collaborative approach to student safety and well-being. More than just a security presence, the SROs serve as liaisons between law enforcement and students, fostering trust and positive relationships in a non-confrontational setting.

Mentorship & Student Support

Beyond their law enforcement duties, the SROs actively mentor students, working alongside school administrators, counselors, social workers, and teachers to support student development. Officers MacLarren, Roland, and Tighe are dedicated to mentoring at-risk youth, investing additional time to build rapport and provide guidance, particularly to students with special needs.

Specialized Programs & Engagement

- **Officer James Tighe – D.A.R.E. Instructor**

Officer Tighe takes on additional responsibilities as a certified Drug Abuse Resistance Education (D.A.R.E.) instructor, leading lessons for 5th-grade students. D.A.R.E. is one of the most comprehensive drug prevention programs in the world, covering topics such as bullying, internet safety, social media awareness, vaping, and the harmful effects of drug use. Through scenario-based activities, Officer Tighe helps students develop critical decision-making skills that promote healthy, positive lifestyles.



- **Officer Al Roland – A.I. Root RC Club Coordinator**

Officer Roland is actively involved in after-school programs, particularly as the coordinator of the A.I. Root Middle School RC Club. A longtime radio-controlled (RC) car enthusiast, he shares his passion with students, guiding them in building and operating RC vehicles. This unique program provides students with hands-on experience in mechanics, engineering, and teamwork.



- **Officer Nicholas MacLarren & K-9 Nessie**

This year, Officer MacLarren welcomed a new partner—Nessie, a highly trained German Shorthaired Pointer specializing in firearm and explosive detection. Nessie has quickly become a favorite among students, enhancing school safety while also providing a friendly and approachable presence in the hallways.

Building Bridges Between Law Enforcement & Education

While safety remains the primary objective of the Medina Police Department's School Resource Officers, their impact extends far beyond security. They play a vital role in bridging the gap between law enforcement, students, faculty, and the community—promoting understanding, mentorship, and collaboration. Through their dedication, the SROs continue to foster an environment where students feel safe, supported, and empowered to succeed.

Community Outreach

Throughout the year, officers commit time to connecting with the community on an amicable level. They extend reasonable training and expertise and attend and participate in many community events. They stop and chat when time allows and bike through neighborhoods. Officers attended many community events throughout the year. Some of the events include Easter Egg Hunts, National Night Out, Bike to School, Touch a Truck, Juneteenth Festival, Halloween events, Candlelight Walk, Kids Day on the Square, Visit from Santa, Shop with a Cop, various job fairs and block parties, and many other community events. The Annual Special Olympics Torch Run came through Medina once again. Lieutenant Bryan Wagner, Sergeant Nathan Simpson, Sergeant Raven Ory, and Officer Erica Anderson carried the Flame of Hope in support of the mission. Many Officers also participated in the Tunnels to Towers 5K, several in full uniform. Here are a few additional highlights:





Women's Self-Defense Class

Medina Police Officers taught Women's Self-Defense classes in 2024. This five-week instructional course hosted at the Medina Rec Center teaches women personal safety and various techniques, including striking, escaping, and countering an attack. On the final day of class, participants adorn protective pads and use their new skills to simulate real-life scenarios.



Kids Day of Safety and Play, Touch a Truck, & National Night Out

During the Summer of 2024, Medina Police Officers engaged with the community during several events, including the Kids Day of Safety and Play on Public Square, National Night Out, and Touch a Truck hosted at the Medina Recreation Center parking lot. Officers open and display police vehicles for children to sit in and tour, demonstrate equipment, engage with attendees, and give out coloring books, pencils, stickers, and even apply temporary tattoos on children attending.



Shop with a Cop

The Fraternal Order of Police Lodge #204 supports this county-wide event and rallies together many county organizations to spread the joy of Christmas. Numerous departmental members represented The Medina Police Department and hosted eighteen children this year. First responders and volunteers from around the county accompany less fortunate children through a day of holiday activities, including a visit from Santa, breakfast, transport in a lights and siren vehicle parade, shopping at Walmart, and lunch with many special treats and fun. We appreciate the dedicated support and widespread community generosity that elevate this event.



Juvenile Diversion

The Medina Police Department participates in the Medina County Juvenile Traffic Diversion Program. A program is offered to all first-time juvenile traffic offenders aged 16 or 17. The one-day class provides an alternative to the Juvenile Court system for an initial offense. Candidates experience a classroom environment hosted by officers and learn safe driving techniques through simulators and direct driving exercises. Participation requires a fee of \$50, which covers the administrative costs. Upon completing the program, neither the juvenile nor their parent(s) need to appear in court. Thus, the juvenile's driving record remains clear. Medina Police referred eighty-one juveniles to the program in 2024.

Medina County SWAT & Crisis Negotiation Team

The Medina County Special Weapons and Tactics Team (SWAT) is a multi-jurisdictional team that services the communities of Medina County. The SWAT team is led by the Medina County Sheriff's Office and is comprised of members from the jurisdictions of Medina PD, Wadsworth PD, Brunswick City PD, Montville Township PD, Medina Township PD, Hinckley Township PD, Brunswick Hills Township PD, Medina County Drug Task Force, and the Medina County Sheriff's Office. The Medina Police Department dedicates three officers to SWAT. Additionally, the Crisis Negotiation Team is a multi-jurisdictional team that serves the county. Medina Police Department dedicates an additional officer to this team.

2024 SWAT Statistics

Operation	Number	Communities Involved
Search Warrant	3	City of Medina, City of Brunswick, York Township
Arrest Warrant	2	City of Cleveland, Granger Township
Barricaded Subjects	1	Hinckley Township
Hostage Rescue Situation	1	Medina Township

In 2024, Medina County SWAT accrued 204 hours of training, well above the yearly standard set by the National Tactical Officers Association. Training topics included tactical medicine, de-escalation techniques, advanced marksmanship/weapons manipulation, vehicle interdiction tactics, chemical munitions, impact munitions, barricaded subjects/suspects, hostage rescue, close-quarters combat, defensive tactics, covert surveillance, and operation planning.

Special Operation Division

Detective Bureau

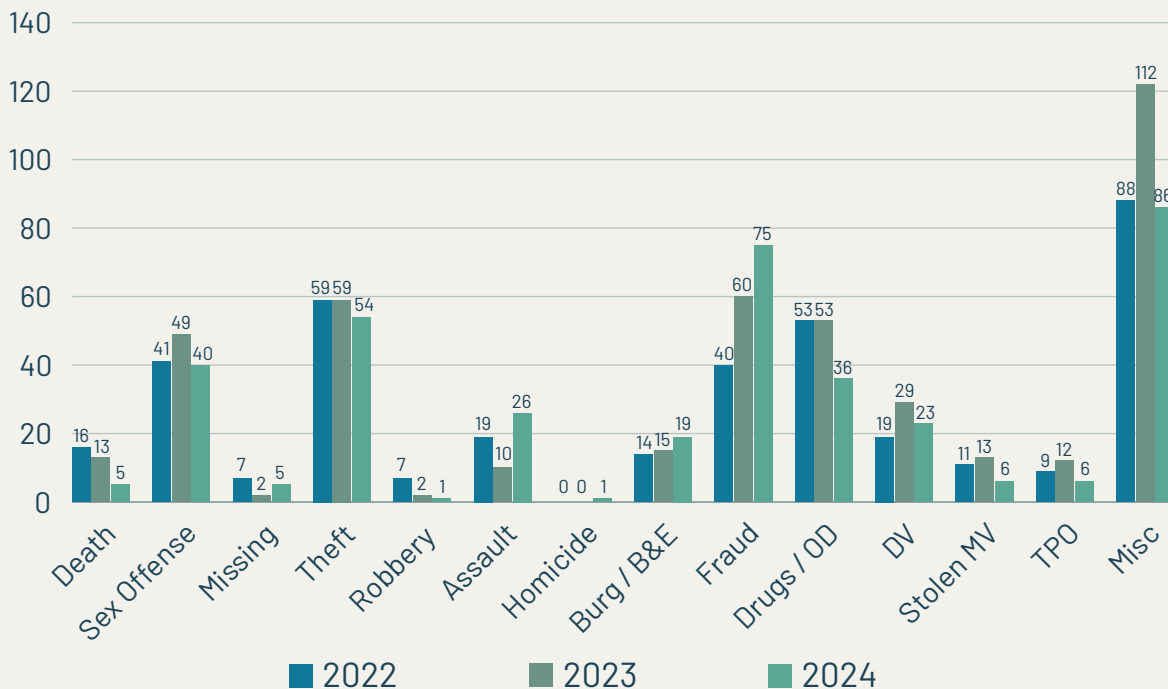
Lieutenant Scott Marcum oversees the Detective Bureau, which is tasked with investigating felony and misdemeanor cases and conducting pre-employment background investigations. Most cases handled by the Detective Bureau originate from the Patrol Division and are forwarded for additional investigation.

Detectives are responsible for managing cases through the entire investigative process, including court proceedings. The Detective Bureau is staffed with four detectives who rotate through a weekly on-call schedule, responding from home to emergency investigations as needed.

One detective is currently assigned as a liaison to the Medina County Drug Taskforce, assisting with search warrants and undercover drug operations. Additionally, detectives participate in the Child Abduction Response Team (CART), a county-wide, multi-jurisdictional team. CART detectives receive ongoing training and engage in scenarios specific to cases involving missing or abducted children and at-risk adults.

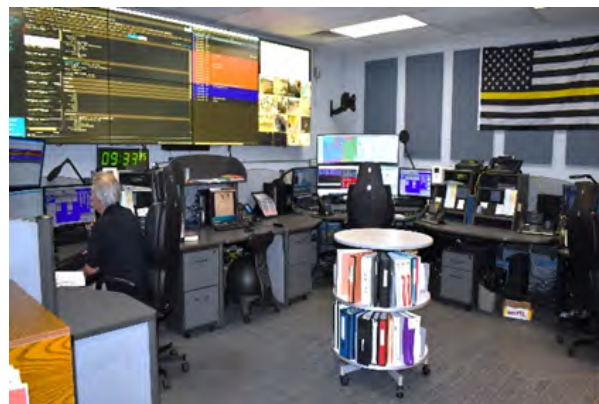
In 2024, the Detective Bureau handled 383 cases. Cases are triaged before assignment to prioritize those with actionable leads or evidence, ensuring a focus on solvable cases. Over 140 cases were presented to the grand jury, resulting in 177 felony charges. Detectives obtained more than 25 search warrants and submitted countless grand jury subpoena requests. Additionally, 16 cases involved digital forensics, and detectives completed eight pre-employment background investigations.

Detective Bureau Caseload Comparison



Communications/Dispatch

The Medina Police Department Communications Center serves as a critical hub for dispatch services, supporting five first responder agencies, including police, fire, and EMS. Dispatch services are provided directly to the Medina Police Department and Medina Fire Department, with additional contracted support for the Montville Township Police Department, Medina Township Police Department, and Cleveland Clinic's Life Support Team. Operating 24/7/365, the Communication Center also acts as the primary point of contact for all City services outside regular business hours.



Call Volume and Performance Metrics

In 2024, the Communications Center demonstrated exceptional efficiency and dedication, managing:

- 72,361 Calls for Service (CFS) across the five agencies served.
- 10,259 emergency 9-1-1 calls.
- 79,369 non-emergency calls.

Dispatch operators excelled in responsiveness:

- 99.42% of 9-1-1 calls answered in under 15 seconds.
- 99.57% of 9-1-1 calls answered in under 20 seconds.
- 86% of 9-1-1 calls answered in under 3 seconds.

These metrics significantly exceed the Ohio Administrative Code standards, which require 90% of calls answered within 15 seconds and 95% within 20 seconds.

Technological Advancements

In April 2024, the Communications Center completed a significant radio console upgrade, marking the culmination of a three-year project. The three workstations now boast state-of-the-art Harris Symphony radio consoles and monitors.

Additional key enhancements include:

- Transition to headsets, allowing dispatchers to manage 9-1-1 calls and radio traffic hands-free.
- Reduction in ambient noise, creating a quieter and more focused work environment.

These upgrades improve operational efficiency and contribute to a calmer, more professional atmosphere in the communications center.

PSAP Designation and Wireless 9-1-1 Calls

As of 2024, the Medina Communications Center achieved Primary Public Safety Answering Point (PSAP) status, a significant milestone. This designation enables the center to receive wireless 9-1-1 calls directly. Key updates include:

- July 2024: Verizon Wireless 9-1-1 calls began routing directly to Medina PSAP.
- September 2024: We added AT&T wireless 9-1-1 calls.
- By year-end, T-Mobile wireless calls are on track to complete the transition.

This shift eliminated the previous need to route wireless calls through the Medina County Sheriff's Dispatch Center, streamlining response times and improving service delivery.

Staffing Updates

The Communications Center welcomed three new dispatchers in 2024:

- Caitlyn Collins (May 2024)
- Ashley Pesata (August 2024)
- Summer Gray (December 2024)

Caitlyn and Ashley have successfully completed their training programs and actively contribute to the team. Summer Gray is currently in the first phase of her training. These additions fully staff the dispatch center, reflecting the department's commitment to maintaining high operational standards.

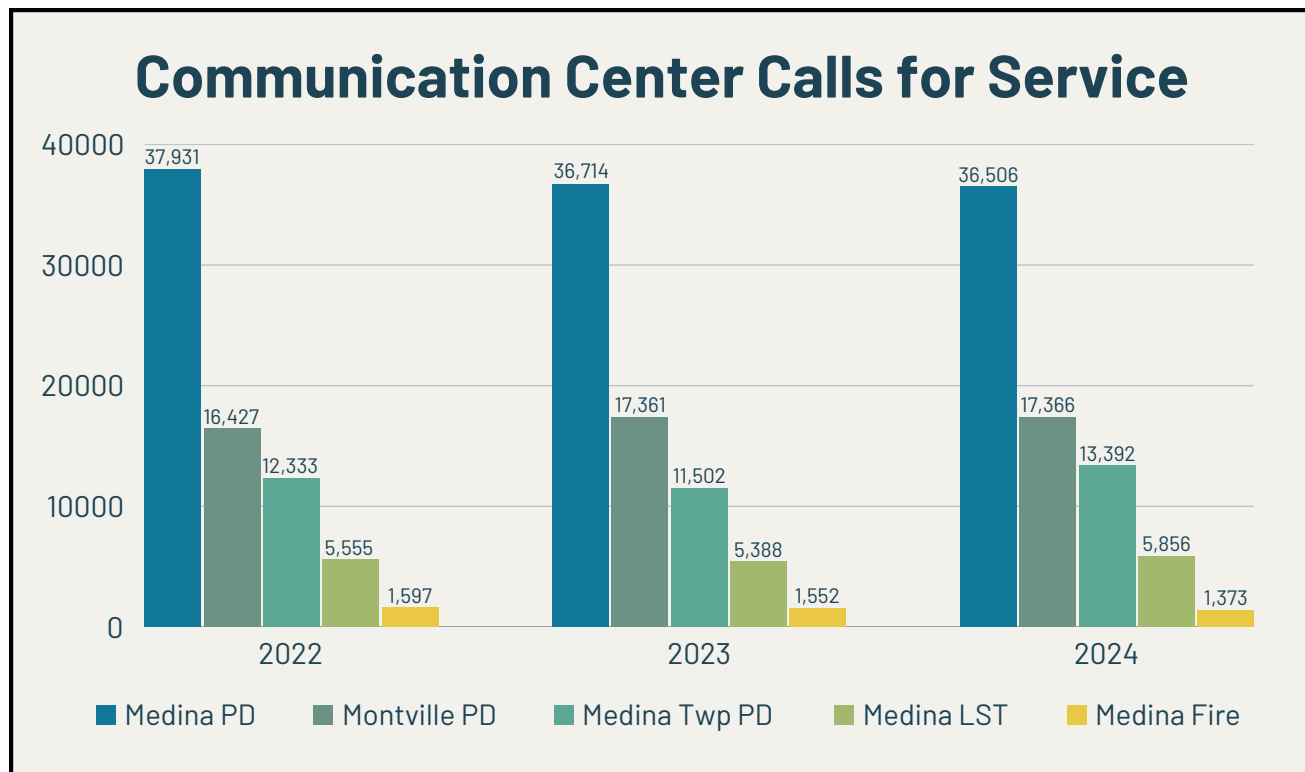
Additionally, the Communication Center serves as a point of contact for all City services outside regular business hours since the communication center operates 24 hours a day, 365 days a year.

Recognition and Awards

Dispatcher Patty Miller celebrated a milestone of 25 years of service to the Medina Police Department.

Dispatchers Ashley Pesata and Jennifer Kehoe were recognized for their exemplary communication skills on November 11th, 2024, when an active Amber Alert out of Jefferson County, Ohio, led to a pursuit into Medina County. The suspect fled in a U-Haul truck, and Brunswick officers pursued the suspect into Medina Twp. The suspect, holding his 7-year-old daughter hostage at gunpoint, called 9-1-1 and first spoke with Dispatcher Pesata. Pesata spent over 12 minutes on the phone attempting to de-escalate his behavior and save the hostage. The suspect called 9-1-1 again and was connected to Dispatcher Kehoe on the other end. Dispatcher Kehoe also used de-escalation skills through Conversation to keep him calm. The standoff ended with the 7-year-old uninjured and the suspect deceased. Dispatcher Pesata is credited with helping save the child's life through her calm demeanor while engaging in conversation with the suspect.





Property/Evidence

The property officer ensures the proper collection, preservation, storage, security, and disposition of evidence and other property. Evidence is maintained only as long as necessary for any ongoing investigation or prosecution. Non-evidentiary property is retained until it can be returned to its rightful owner or otherwise disposed of in accordance with the law.

The department follows rigorous procedures to ensure the integrity of the chain of custody for all items stored in the facility. Regular audits and inventory checks are conducted to maintain accountability and compliance with state and federal regulations. The Property and Evidence Room plays a critical role in supporting the department's mission to uphold justice by preserving evidence for court proceedings and ensuring proper handling and return of personal property to rightful owners.

Summary of Activities:

The MPD Property Room received and managed significant property-related tasks in 2024. Below are key highlights:

- 1. **Property Inventory:**
 - As of the end of 2024, the Property Room holds 5,079 items of property.
- 2. **Property Received**
 - A total of 696 items were received, including:
 - 116 items classified as drugs or drug paraphernalia.
- 3. **Property Disposition**
 - 834 items were removed from the Property Room, including:
 - 658 items forfeited.
 - 680 items were destroyed.
 - 32 items were auctioned.
 - 122 items returned to their rightful owners.
- 4. **Prescription Drug Drop Box**
 - The Prescription Drug Drop Box, located in the Police Department lobby, collected a total of 352.4 lbs. of unused medications.

	Property Received	Narcotics	BCI Lab Submissions	Items Destroyed	Items Forfeited	Items Auctioned
2024	696	116	62	580	658	32
2023	1,217	337	123	540	620	35
2022	1,023	285	123	1,058	674	33

Goals for 2025

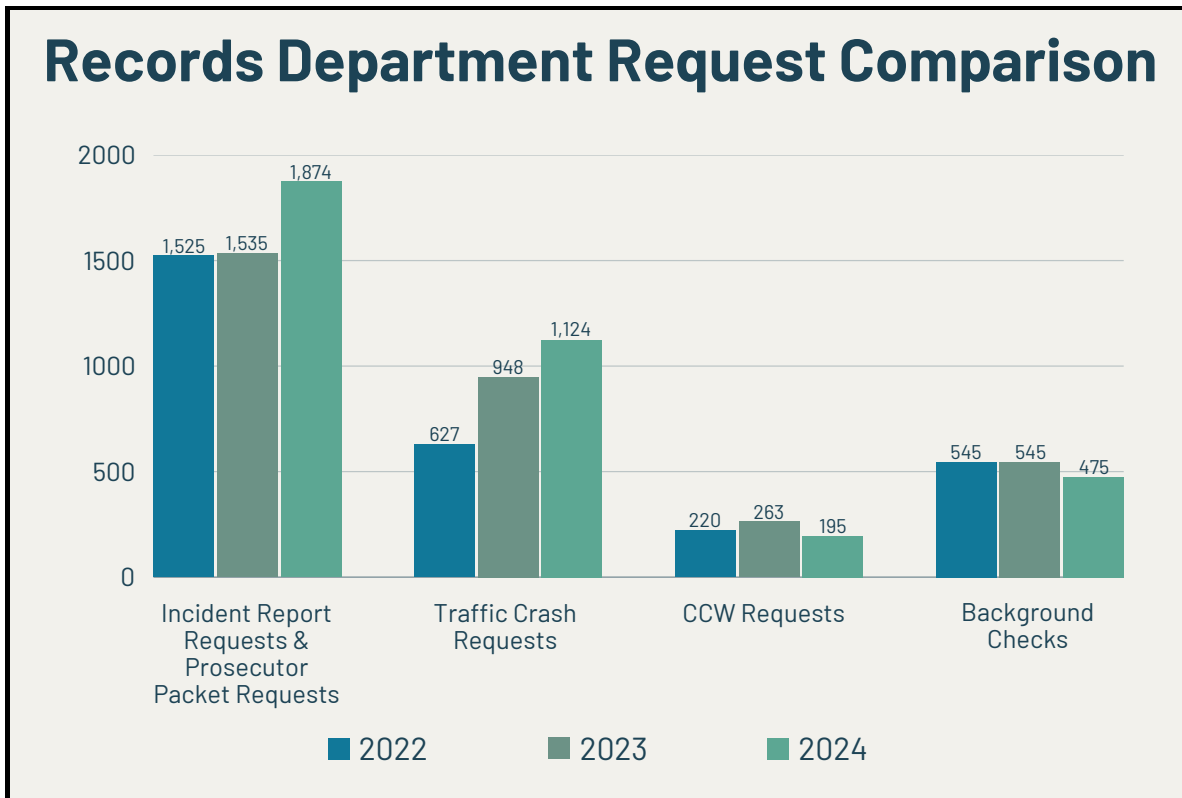
- Maintain the current level of efficient operations.
- Conduct a thorough review of older property to determine eligibility for forfeiture or return to the rightful owner.

Records Department

The Records Division of the Medina Police Department plays a vital role in ensuring the efficient and accurate management of all departmental documentation and information. This division is responsible for processing, maintaining, and safeguarding a wide range of records, including incident and accident reports, citations, arrests, and other official documentation.

The Records Division provides critical support to the department by ensuring timely access to accurate data for investigations, administrative purposes, and legal proceedings. It also serves as a point of contact for the public, offering services such as report requests, background checks, and records inquiries, all while adhering to local, state, and federal regulations regarding the confidentiality and dissemination of information.

Records division personnel are committed to maintaining the highest standards of integrity, professionalism, and efficiency in all operations, aligning with the mission of the Medina Police Department to serve and protect the community.



Police Specials Unit

The Medina Police Department's "Specials Unit" was established in April of 1958. At that time, nine community members formed the volunteer unit to assist and supplement the Medina Police Department. Over the years, the unit has grown and evolved. Still, one aspect remains the same: the unit members continue to donate thousands of volunteer hours to the community and the police department. Our Specials Unit consisted of seventeen members in 2024. Ten members are OPOTC state-certified and held to the same standards for training as full-time officers. All members are regularly trained to handle medical emergencies.

In 2024, members volunteered 1,226 hours to the community and MPD. Specials accumulate hours by attending monthly meetings, fulfilling training requirements, riding with officers, working paid details, and, most importantly, working volunteer details. The Specials Unit provides security and traffic control at most community and school events.

Three new volunteers joined the Specials Unit in 2024. Thomas Dickel and Brian Ohlin, both retired police officers, have maintained their peace officer certification. Additionally, Ron Ross, a retired sergeant from the Medina Police Department, joined the unit.

Two long-term volunteers resigned from the unit. Special Officer Michelle Eierdam resigned as she has relocated to another state. Bob Andrews, a member of the unit since 1970, retired. Andrews attended the Ohio State Highway Patrol Academy in 1971 and maintained his certification throughout the years. Bob volunteered for the City of Medina for 54 years!

The Specials Unit offers caring, selfless support to the many community events that would not run smoothly without their presence. We are grateful for their selfless service in the Medina community. The members of the Specials Unit are proud to continue their legacy of excellence and service into 2025.



Annual First Responders Luncheon

Each year, the Second Baptist Church's Pastor Ruffin and his family collaborate with many area churches and businesses to offer first responders around the Medina area a delicious spread. The event is hosted at the Medina Police Department, and neighboring agencies take time to visit and enjoy. This event cultivates warmth and camaraderie between agencies and with the community. We are grateful for all involved in supporting this event.

SERVICE DEPARTMENT

Nino Piccoli, Service Director

Sanitation Department

Street Department

Vehicle Maintenance

Water Department



Sanitation Department

In 2024, the Sanitation Department provided 7,570 residential homes with curbside pickup each week. Additionally, there were 1,114 commercial dwelling units that utilized curbside pickup, some receiving service multiple times throughout the week. Commercial units include condo complexes within the City and Brookdale Mobile Homes.

The Sanitation Department currently rents 452 front load dumpsters to 349 commercial account holders that receive service from one to six days a week. The city also provides the same service with a rear-load truck to 74 commercial customers that utilize 98 rear-load style dumpsters, 101 commercial hand stops, and five businesses that utilize 96-gallon tipper cans.



In 2024, the Sanitation Department delivered 17 roll-off containers to residential and commercial accounts within and outside of the City of Medina for temporary use. As of December 2024, the City maintains 22 permanent business roll-off containers with pickups being on a scheduled basis for most of the businesses.

The Sanitation Department disposes of residential, commercial and industrial solid waste, as well as residential yard waste and source separated cardboard at the Medina County Recycling and Transfer Facility. Weekly collections of cardboard on the commercial frontload route totaled 296.07 tons this year. This is a service provided at no additional cost to the customer. The cardboard was disposed of at no cost to the City.



In total, the department disposed of 25,600.79 tons of solid waste, with total fees paid to the Medina County Solid Waste District of \$1,415,001.86. Additionally, the Sanitation Department transported and disposed of 1288.11 tons of food waste at the Earth N' Wood Composting Facility in Canton.

In 2024, the Sanitation Department continued their curbside yard waste recycling program with curbside pickups on a separate route from middle of April through the middle of November. This service was provided at no cost to the residents. The City paid \$26.00 per ton for disposal. Through everyone's efforts, the department diverted 304.74 tons of yard waste from going into the landfill.

The Sanitation Department had 13 outside haulers register for 2024-2025 to be able to haul trash within the city limits of Medina.

Due to the increased cost of trucks, parts, and service, the Sanitation Department had to raise the cost of curbside service from \$16.00 to \$18.00 on July 1st, 2024.

Street Department

The Street Department provides a wide range of services for the city, including snow plowing and ice treatment; patching pot holes; street sweeping; cleanout and repair of the storm sewer system; maintenance and upkeep of city traffic lights and pedestrian crossings; and pavement markings throughout the city.

Operational Highlights

In 2024, the department's street sweepers removed 181.67 tons of debris from city streets. Additionally, 54.73 tons of debris were removed from catch basins.

The Street Department rebuilt 44 catch basins and grouted 1,868 feet of pipe.

The department continued their annual Leaf Pick-up program. In 2024, 224 truckloads of leaves were vacuumed up. These truckloads are taken to Smith Bros. Inc., Paradise Tree Farm, and Davis Tree Farm to be composted. Thanks to everyone's efforts, we diverted 3,584 tons of leaves from going to the landfill.

The department picked up 141 dead deer. This was a 38% increase from 2023.

Special Projects

- Assisted in the remodel of the City Hall Workout Room project
- Installed reworked High's clock on Square
- Lined the Recreation Center parking lot and Fire Station 1's new parking lot
- Cleaned out catch basins and entered in GIS
- Replaced/Installed guardrails South Court Street and Guilford Boulevard, East Washington Street and Guilford Boulevard, and Spring Grove Cemetery
- Repaired/Installed culvert at Roscoe Ewing Park
- Replaced all GFCI outlets on North Court Street Island Light Poles to accommodate holiday lights



Duties and Responsibilities

1. Plow and Salt Roads and Parking Lots
2. Leaf Pickup
3. Catch Basin Repair
4. Catch Basin Cleanout
5. Catch Basin Clean Off
6. Storm Sewer Repair
7. Storm Sewer Jetting
8. Storm Sewer Camera
9. Storm Sewer Prep for Grouting
10. Storm Detention/Retention Basin Maintenance
11. Storm Sewer Outfalls Maintenance
12. Ditching Roadsides
13. Stream/Creek Cleaning
14. Mowing Roadsides
15. Berming Roadsides
16. Street Sweeping
17. Decant/Sweeping Hauling
18. Emergency Spill Cleanup
19. Dead Deer/Animal and Debris Removal from Streets
20. Roadway Pavement Marking/Painting
21. Street Sign Repair, Maintenance, Installation, and Sign Making
22. Street Light Luminair Maintenance and Repairs
23. Traffic Light Maintenance and Repair
24. Pedestrian Crossing Maintenance and Repair
25. Christmas Light Installation and Repairs
26. Concrete/Asphalt Repair
27. Sidewalk Replacement and Repair
28. Mailbox Repair/Installation
29. Traffic Control/Flagging Traffic
30. LED Message Board Placement
31. Parade Cone/Barricade Placement
32. Guardrail Repair, Maintenance, and Installs
33. Shop Mowing
34. Cold Patching of Potholes
35. Flag Lowering/Raising, Installation, and Maintenance
36. Building Maintenance
37. All Other Duties as Assigned
38. Airport Maintenance (Mowing, Plowing, Lighting, Etc.)



Load = x16 ton

2024 Leaf Totals

Round 1	122
Round 2	90
Round 3	12
Totals	224
3,584 Tons	



2023 Leaf Totals

Round 1	36
Round 2	133
Round 3	96
Round 4	6
Totals	271
4,336 Tons	



2022 Leaf Totals

Round 1	211
Round 2	98
Round 3	10
Totals	319
5,104 Tons	
Start date 10/24/22	



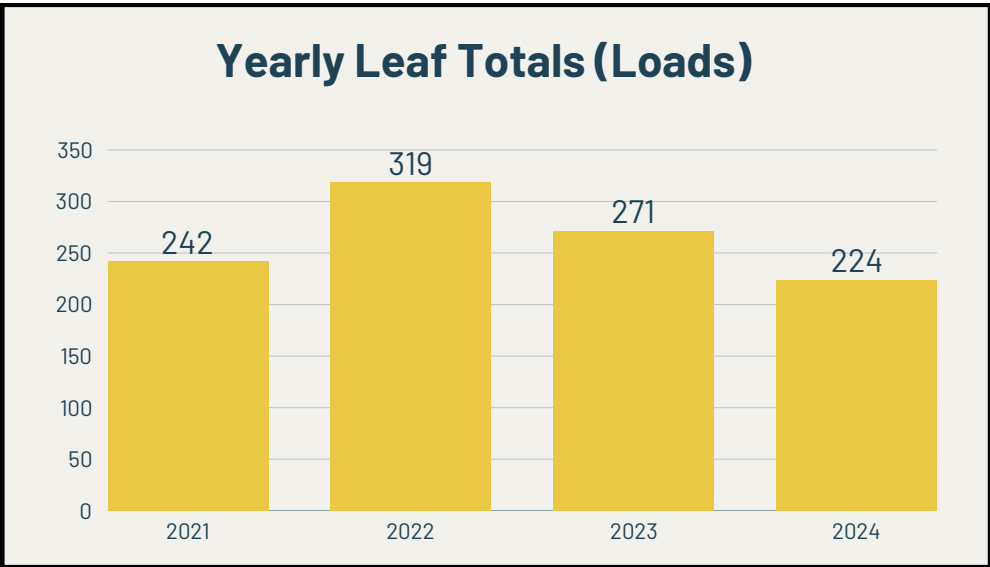
2021 Leaf Totals

Round 1	49
Round 2	91
Round 3	73
Round 4	17
Round 5	9
Round 6	3
Totals	242
3,872 Tons	



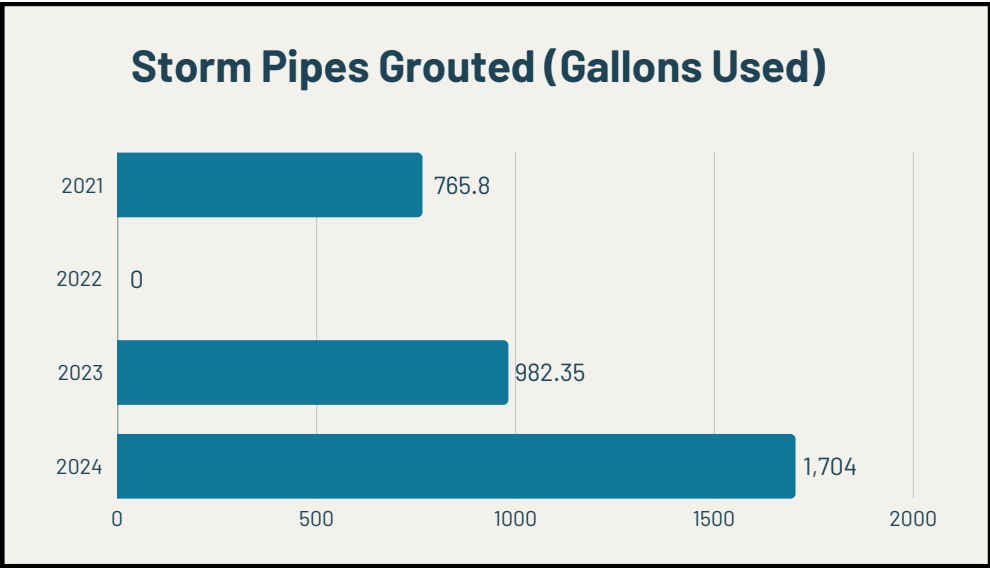
Yearly Totals

2021	242
2022	319
2023	271
2024	224



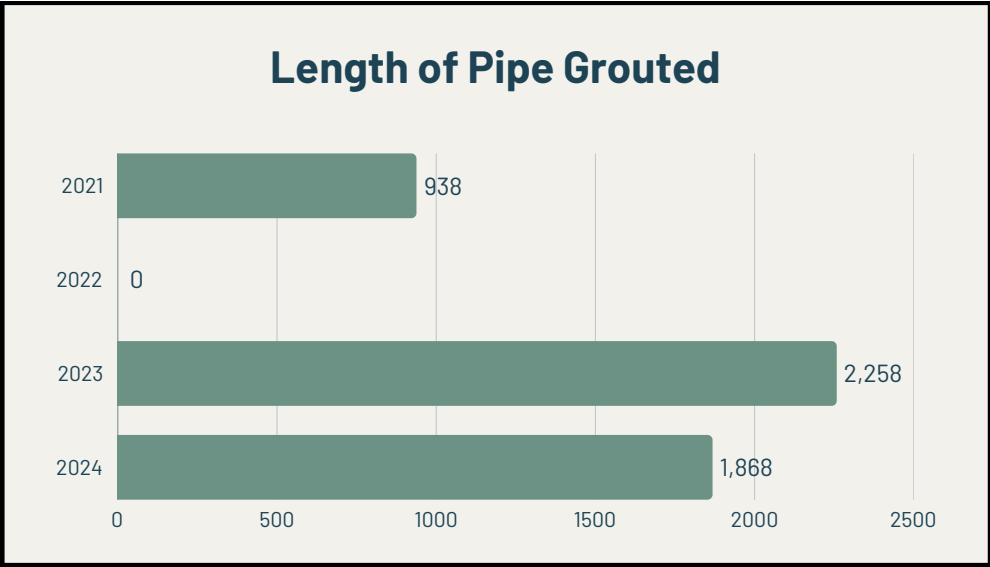
Storm Pipes Grouted
(Gallons Used)

2021	765.8
2022	Camera OOS
2023	982.35
2024	1,704



Length of Pipe
Grouted

2021	938
2022	Camera OOS
2023	2,258
2024	1,868



2021 Catch Basin Debris (Ton)		2021 Street Sweepings (Ton)		2022 Catch Basin Debris (Ton)		2022 Street Sweepings (Ton)	
4/15/2021	16.62	1/19/2021	6.46	3/18/2022	13.93	2/10/2022	10.76
5/19/2021	14.09	3/18/2021	12.23	4/1/2022	18.57	6/24/2022	12.31
5/20/2021	21.78	5/28/2021	17.53	5/20/2022	13.55	7/6/2022	11.77
8/5/2021	17.09	6/7/2021	14.31	5/31/2022	17.64	7/25/2022	15.69
12/2/2021	19.05	6/7/2021	15.22	6/2/2022	18.27	8/30/2022	14.47
12/15/2021	20.38	7/13/2021	11.8	12/8/2022	11.83	9/2/2022	16.25
12/17/2021	15.42	7/29/2021	16.17	Total	93.79	9/12/2022	13.56
Total 124.43		9/10/2021	13.9			9/19/2022	13.02
		9/10/2021	15.33			10/4/2022	14.39
		9/10/2021	13.06			10/21/2022	11.83
		Total 136.01				Total 134.05	

2023 Catch Basin Debris (Ton)		2023 Street Sweepings (Ton)		2024 Catch Basin Debris (Ton)		2024 Street Sweepings (Ton)	
4/3/2023	12.8	2/24/2023	19.84	2/23/2024	19.79	2/14/2024	6.12
5/1/2023	15.95	5/25/2023	14.15	3/18/2024	18.65	5/28/2024	18.39
12/23/2023	9.64	5/26/2023	16.98	4/17/2025	16.2	6/4/2024	13.8
Total 38.39		6/5/2023	16.36	Total 54.73		6/4/2024	16.9
		6/8/2023	6.5			6/25/2024	18.52
		6/14/2023	15.5			7/5/2024	15.7
		6/14/2023	11.74			8/8/2024	19.62
		6/22/2023	12.64			8/12/2024	22.03
		6/29/2023	10.37			9/6/2024	18.16
		7/21/2023	18.88			9/24/2024	13.89
		9/12/2023	13.33			10/16/2024	18.54
		9/20/2023	15.72			Total 181.67	
		12/13/2023	16.45				
		Total 188.46					

Catch Basins Repaired

2023 - 18 Total Rebuilds + Pads

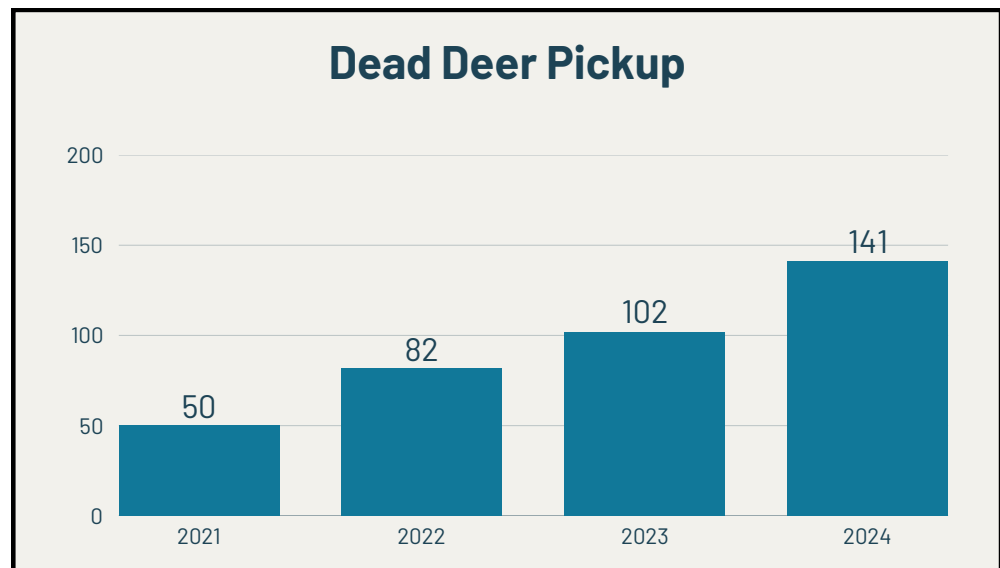
2024 - 44 Total Rebuilds

Deer

Year	Total
2021	50
2022	82
2023	102
2024	141

Dead Animal Misc

Year	Total
2022	125
2023	79
2024	99



2022		
Signs Hit 2022		30
Signs Missing 2022		12
New / Replacing		66
Salt 2022 Delivered		
1,014.79 Ton 2/21/22 - 3/7/22		
Asphalt 2022		
Cold Patch	Hot Mix	
95.31 Tons	0.00	
Special Projects Completed 2022		
*Luminar Replacement Historic District - (28)		
*Flag Changing several times		
*Replaced all Christmas lights on street trees around the Square		
*Clean/Inspect all Catch Basins		

2023		
Signs Hit 2023		16
Signs Missing 2023		11
Salt 2023 Delivered		
1,012.73 Ton 2/3/2023		
Calcium Chloride - Could not get		
Asphalt 2023		
Cold Patch	Hot Mix	
54.06 Tons	34.19 Tons	
Special Projects Completed 2023		
*Concrete poured - 164.5 yds.		
*18 Catch basins total rebuilt plus Pads		
*5 Street Slabs Replace		
*4 Slabs at Fire Station 2		
*Replaced 36" culvert at Roscoe Ewing Park		
*Sealed Streets building floor		
*Took over Airport Maintenance		
*Cleaned and inspected all catch basins		
*Inspected all outfalls and detention ponds		
*Temporary culvert repair at Fred Greenwood Park		

2024	
Signs Hit 2024	35
Signs Missing 2024	10
Salt 2024 Delivered	
1,984.14 Ton 1/30/24 & 5/14/24	
Calcium Chloride - 4,000 gals purchased on 12/1/2024	
Asphalt 2024	
Cold Patch	Hot Mix
100.57 Tons	7.7 Tons
Special Projects Completed 2024	
*Remodel City Hall workout room	
*Install reworked clock on Square	
*Paint Fire Station 1 new parking lot	
*Seed straw Fire Station 1	
*Paint Recreation Center lot	
*Cleanout catch basings and enter GIS	
*Replace/Install guardrails at the following:	
1. S. Court and West Park	
2. SR 18 and Guilford	
3. Spring G Cemetery	
*Seal back shop floor	

Call Outs

2022		2023		2024	
JANUARY	12	JANUARY	8	JANUARY	11
FEBRUARY	15	FEBRUARY	2	FEBRUARY	2
MARCH	2	MARCH	6	MARCH	1
APRIL	0	APRIL	0	APRIL	1
MAY	0	MAY	0	MAY	0
JUNE	0	JUNE	0	JUNE	0
JULY	2	JULY	0	JULY	0
AUGUST	0	AUGUST	0	AUGUST	0
SEPTEMBER	3	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	1	OCTOBER	0	OCTOBER	0
NOVEMBER	1	NOVEMBER	0	NOVEMBER	0
DECEMBER	4	DECEMBER	1	DECEMBER	6
40		17		21	

Vehicle Maintenance

Since the inception of Vehicle Maintenance in 2004, we have been maintaining an ever-growing fleet of vehicles and equipment used throughout the city’s service departments and the airport. This is accomplished with a crew of only four mechanics. In May, we hired a replacement for the mechanic that transferred departments in January, bringing us back to full staff.

As of May 1, 2023,Vehicle Maintenance charges a flat rate of \$90 dollars per hour. This is an increase of only \$35 dollars an hour over the past 20 years. The billed hours to the other departments for 2024 totaled 5,771 hours. Included in the hourly rate are many of the supplies and materials used in routine maintenance procedures. The department also performs specialized welding and fabricating.

In addition to regular service intervals we are using New Hampshire Oil Undercoating (NHOI) products and oil spraying our vehicles for rust prevention to further protect and prolong the life of our fleet of vehicles.

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

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

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

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

Vehicles and Equipment being serviced by department:

- 28 Police Department
- 19 Fire Department - Including Medina Township and Montville Township equipment
- 26 Streets Department
- 15 Sanitation Department
- 24 Parks Department

- 14 Water Department - including the New Hydro Excavation Truck
- 14 Cemetery Department
- 8 Forestry Department
- 8 Pieces of heavy equipment
- 16+ Vehicles from other departments such as Building and Planning
- Plus, all other UTV's and small equipment

To further the ability of the department, Vehicle Maintenance has updated its diagnostic tools to assist in troubleshooting and repairing the more complex electrical problems which occur with the newer computer controlled electrical, fuel, and emissions systems used in both gas and diesel vehicles and equipment. Vehicle Maintenance also sends a mechanic to the OAEVT (Ohio Association of Emergency Vehicle Technicians) once a year to keep updated on the City's Fire Department apparatus.

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



Water Department

The year 2024 was a busy one for the Water Department, marked by diligent maintenance, system improvements, and ongoing efforts to ensure clean and reliable water service for the community.

At the heart of operations, service disconnections due to non-payment totaled 132 cases, with an additional case involving non-sufficient funds. Water meter maintenance was a consistent priority, with 128 residential and 20 commercial meter changes carried out, ensuring accurate readings and efficient billing. Additionally, 10 water service permits were issued, predominantly for commercial properties.

Backflow prevention remained a critical focus, with over 1,000 containment devices tested and 323 on-site surveys conducted. City-owned backflow devices were also checked to maintain compliance and safeguard water quality. In terms of microbiological safety, 444 water samples were tested, all confirming the integrity of the system. Routine tests for disinfection by-products and unregulated contaminants yielded no alarming results, with all samples from the UCMR 5 tests coming back undetectable. Notably, no lead or copper samples were required for collection this year.

Water distribution was substantial, with the Spieth Road Station pumping an impressive 1.102 billion gallons over the year, averaging 3.028 million gallons per day. System maintenance was rigorous, with 1,467 hydrants flushed, 37 repaired, and one replaced. A total of 71 water main breaks were addressed across various locations, ensuring minimal disruptions to service. Despite these challenges, the department successfully avoided issuing any boil water advisories.

Utility locates were another significant task, with 7,358 underground water line marking requests handled. While monthly records were discontinued after April due to a new tracking system, the workload remained substantial. Work orders related to billing transitions also kept the team busy, totaling 524 final readings and 35 service restorations.

Infrastructure repairs played a vital role in the year's efforts, with 94 curb boxes repaired or replaced, 51 curb stops updated, and 43 lead service lines removed ahead of compliance deadlines. Valve maintenance saw 10 repairs, one replacement, and 446 valves exercised to ensure operational efficiency.

Beyond repairs, landscape restoration followed 86 water-related excavations, helping to maintain the city's aesthetics. Meanwhile, building and equipment maintenance included upgrades to telemetry systems at pump stations, chlorine system enhancements, and compliance efforts related to EPA regulations. New software for backflow compliance was also implemented, improving monitoring and regulatory adherence.

The Water Department made significant strides in mapping and asset management, using updated GIS systems to track city infrastructure accurately. Compliance with lead and copper regulations remained a priority, with a complete service line inventory submitted to the EPA.

As the year closed, the department's efforts reflected a commitment to service reliability, regulatory compliance, and system improvements all vital to ensuring safe, high-quality water for the community.

Service Disconnections Due to Non-Pay

Jan	11	(+ 0 non-sufficient funds)		
Feb	4	(+ 0	")
Mar	1	(+ 0	")
Apr	5	(+ 0	")
May	18	(+ 0	")
June	6	(+ 0	")
July	12	(+ 0	")
Aug	10	(+ 0	")
Sept	19	(+ 0	")
Oct	21	(+ 0	")
Nov	18	(+ 1	")
Dec	7	(+ 0	")
Total	132	1		

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

Jan	9/1	July	14/1
Feb	5/0	Aug	25/0
Mar	10/0	Sept	9/1
Apr	8/2	Oct	5/1
May	7/3	Nov	15/5
June	9/4	Dec	12/2



Building, Equipment, and System Maintenance

- Mowing at Water plant, Pump Stations, Tanks, and W. Reagan sound mounds.
- Worked with Data-Command to upgrade telemetry at all 3 pump stations and 3 tanks
- Worked with DRV Incorporated to troubleshoot and repair VFDs at Spieth, Fair Rd, and Koons.
- Had all VFD'S at all pump stations assessed for general maintenance
- Replaced and rebuilt chlorine feed lines and regulators at SRBPS
- Training and programming at Spieth Rd for chlorine
- Recalibrated and completed training on new chlorine analyzer at Spieth
- Daily checks and flushing as needed to maintain chlorine residual at pump stations
- Continued updating Valve Box Books from edited scans of water projects
- Continued GIS work and updates to iamGIS to map all of the City's assets.
- Continued work on Asset Management plan as required by new EPA regulations
- Work on EPA compliance for valve exercising and maintenance
- Relocated all items from old clear well building into old plant
- Abandoned 10" main on Granger and gave to MCSE due to break under river
- Worked on lead and copper inventory list per EPA standards for compliance
- Removed 43 lead service lines to meet compliance early
- Submitted total service line inventory for every house in the city limits to EPA
- New roof on clear well building
- New backflow software was purchased to be more compliant and make compliance much easier than before
- Switched several customers to MCSE on Granger/Weymouth to continue the concrete main abandonment



