



## Police Department

Chief Kevin Knight

The Police Department maintains a high standard of safety throughout the community through its crime prevention programs, public education and community policing. Its Operations Division delivers police services through the Patrol, Criminal Investigations and Narcotics and Intelligence units. The Support Services Division is responsible for Records, Communications (Dispatch Center), Corrections, and Property and Evidence. The department also employs specialty units consisting of K9, Special Weapons and Tactics, Explosive Ordnance Disposal, Hostage Negotiations, Accident Reconstruction and Computer Forensics.



### Major Accomplishments

- Promoted a Captain, Lieutenant and Sergeant and swore in three new officers;
- Increased staffing in the Detective Bureau to assist in continued pro-active drug enforcement;
- Added daily school walk as part of the department's Community Policing Program;
- Upgraded all patrol cars with in-car computers and in-car video and audio recording systems;
- Conducted an Active Shooter Tabletop exercise with the Mentor Fire Department and Mentor School District;
- Replaced and/or updated all video forensic equipment through a grant.

### Major Plans for 2014

- Implement and evaluate new Sergeant training program.
- Conduct First Responder to Barricaded Hostage/Person training for all sworn Department members.
- Fully implement new public safety software system.
- Work with outside agencies in developing a comprehensive approach to dealing with heroin abuse and related crimes.
- Give Civil Service entrance test to bring department up to full staffing.
- Implement Customer Service Feedback program.
- Continue strategic planning and training with the Mentor School District for all-hazard incident management.
- Purchase, train and transition to new service weapons.



## Public Works Department

Matt Schweikert, Director

The Department consists of six operating divisions that are responsible for: road maintenance; stormwater management and control; fleet maintenance; traffic operations and maintenance; maintenance of parks and public lands; and solid waste management. Additionally, all personnel participate in snow and ice control during the winter months.



### Major Accomplishments

- Upgraded two signalized intersections on Plaza Boulevard;
- Rebuilt 75 curb inlet basins;
- Constructed additional "green space" at Mentor Lagoons Marina;
- Planted 75 tree lawn trees and removed 25 dead trees using a grant from the Ohio Department of Natural Resources;
- Met the Year Two goal for the City's five-year storm sewer televising and cleaning program;
- Recycled approximately 2,500 tons of material for a 16% diversion rate;
- Replaced over 500 traffic control signs to meet retro-reflectivity standards.

### Major Plans for 2014

- Plan to meet or exceed the Year Three goal for storm sewer inspections and cleaning.
- Complete the SR 306 decorative lighting project.
- Plant more than 100 trees at City parks and public properties.
- Continue aggressive citywide road maintenance/crack seal program.

## State of the City

Dear Neighbors,

"Happy Birthday Mentor!" Such was the sentiment on December 19, 2013 as our community celebrated its 50th year as a city. And though frigid winter cold greeted the start of Mentor's next half century, it was truly a year to remember. On behalf of Mentor City Council, Administration, and all our dedicated employees, I am pleased to present you the 2013 Annual Report and offer you some insight on what we have planned for the year ahead.



2013 was a success on many levels for Mentor. Our local economy flourished as business growth was steady. We welcomed new destinations like Burger Fi Restaurant, Red, Wine & Brew, Little Mountain Brewery, Home Goods, and Great Lakes Mall stores like Francesca's, Forever 21, and Windsor's. DMI Manufacturing, Apollo Manufacturing, Advanced Sleeve, and Corregsitics also opened for business. This year, we welcome the opening of the new and expanded Dick's Sporting Goods, DSW Designer Shoe Warehouse, Audi of Mentor, and Gordman's Department Store. These and the many other new and expanded businesses provided a record level of city income tax revenue of \$38 million. You can be confident that the city's financial condition overall remains stable, with a low debt/asset ratio and a strong credit rating.

Celebration was in the air as the city sponsored two new major community events that brought tens of thousands of residents and guests together. The Headlands Beachfest was the first community event of its kind on Ohio's north shore, intended to bring families together for beachside fun. It returns this July and will feature three world-champion sand sculptors competing against one another in a "war by the shore." The inaugural Mentor CityFest focused on affordable family entertainment, great food, and live music. CityFest returns this August with much the same format and a few new items of interest. In other firsts, the inaugural Lake County Northern Ohio Marathon raced through Mentor last October with over 1,000 participants. Our city also became the first Northeast Ohio community to construct permanent public Pickle Ball courts, six in total, located in Mentor Civic Center. We even managed to double the size of our city Dog Park, not forgetting about our four-legged constituents.

Maintaining the highest possible standards of public safety continued as our primary commitment to residents in 2013. We significantly improved the Police department's computer and video forensic capabilities, and put into service in-car video systems while responding to over 26,000 calls for service. Among the highlights were a 19% drop in the number of thefts citywide and 16% increase in the number of drug arrests, statistics we believe are interrelated. The Fire Department introduced a new voluntary residential lock box program that allows firefighter/EMTs to enter a home when the owner is unable to provide entry, and in concert with the Mentor Public Schools, spent much of the year refining school-based emergency protocol that distinguishes Mentor as one of the best prepared districts in Ohio.

*continued on next page*



# Parks, Recreation and Public Facilities

Bob Martin, Director

This Department is committed to enhancing quality of life aspects for Mentor residents through a wide variety of recreational and cultural activities, special events and special-use facilities. The Department's areas of responsibility includes: recreation for youth, teens, adults and seniors, operating and maintaining municipal pools, Ice Arena, Black Brook Golf Course, Senior Citizens Center, Mentor Lagoons Nature Preserve & Marina, Wildwood Cultural Center, several community centers, cemetery operations, facility rentals and maintenance of all city facilities.



## Major Plans for 2014

- Rehabilitate tennis and basketball courts at Edward R. Walsh Park.
- Convert lamps at the Senior Center to more energy efficient lighting.
- Upgrade HVAC component at Municipal Center.
- Extend waterline along B Dock at Mentor Lagoons Marina.
- Replace Main Hall HVAC at Senior Center.
- Make parking lot and walking path improvements at Wildwood Cultural Center.
- Install new cooling tower at Ice Arena and energy conservation lighting at the East Rink.

## Major Accomplishments

- Began the Deer Management Program that included both public and controlled deer harvesting. A total of 343 deer were harvested with 7,800 pounds of meat donated to the Cleveland Food Bank;
- The Civic Ice Arena celebrated 30 years of service to the community. The Civic Ice Arena is home to the Mentor Hockey Program, Mentor Figure Skating Club and six high school hockey teams. The Arena hosted the American Collegiate Hockey Association Men's Division 1 Showcase;
- The Mentor Senior Center celebrated its 40th year with over 4,600 members;
- Ten stone Fairy Houses were installed at Wildwood Cultural Center in cooperation with the Wildwood Garden Club. The display is the first of its kind in the area and it enhances the Wildwood Gardens;
- The Mentor Lagoons Marina had a record-setting year with 461 dockers and 81 rack customers. Over the winter months, 166 boats were stored inside and 126 on the grounds, representing an 11% increase over the previous year; installed electric and water to the Floating Docks; added sidewalks and drainage and replaced 500 feet of bulkhead;
- Celebrated the 50th Anniversary of the City of Mentor with several new events, including the 15-week long Mentor Farmers Market, Final Fridays, Headlands BeachFest and Mentor CityFest;
- The Ballroom at Garfield Park was renovated and updated; a new filtration system was installed at the pool; the bath house was renovated and the building painted and re-landscaped as part of an Eagle Scout project; and 60 additional parking spaces were added to the west end of the park;
- Improvements at Black Brook Golf Course and Practice Center included a Lightning Alert System and new drainage system installed in all 19 greens;
- A new surface was installed at the Civic Center Baby Pool; tennis courts converted into six Pickleball courts.

## State of the City

*continued from front page*

Our priorities continue to evolve to meet the community's changing needs. As the availability, affordability and tremendously addictive nature of drugs like heroine increases dependency in all American cities, this challenge must be met by a multi-faceted and increasingly more creative approach. In addition to more police personnel dedicated to drug enforcement, we are partnered with a wide web of agencies to bring the necessary education, awareness, treatment, and rehabilitation. One such ally in this endeavor is Beacon Health, who I am pleased to say will open a new and expanded facility in Mentor in 2014 to better meet the needs of those with addictions. We are also making progress after the first two seasons of our comprehensive Deer Management Program, removing nearly 800 deer and donating over 20,000 pounds of venison to local food banks. As part of this program, Mentor became Ohio's first city to test a system installed on select sections of roadway that is intended to deter deer from crossing the roadway

when activated by approaching headlights.

Important infrastructure projects also continued forward. Major road refurbishing occurred on portions of SR 306, Hoose Road, Munson, and 43 other city streets, and the long-awaited extension of Plaza Boulevard north to connect into Tyler Boulevard also began construction. The final phase of Heisley Road's widening to four lanes, between Jackson Street and Mentor Avenue, leads this year's major projects, along with added bike lanes on Jordan Drive that will get our bikeway network that much closer to connecting with Headlands Beach State Park. The retrofitting of a major detention basin off Center Street and continued aggressive system maintenance and repairs last year further improved our ability to react to large rain events; and in the next year, construction will commence on a major new storm detention basin near Bellflower School that will provide important relief for neighborhoods in that area.

So, as you read through the list of

accomplishments from last year and our goals for the year ahead, know that we continue to look for opportunities to improve the lives of our residents and business community, and that resting on our laurels is never an option for Mentor. In retrospect, I prefer to think of this winter's record cold, and more importantly our emergence to spring, as a metaphor for our community's adaptability and resilience. As we commence the next 50 years of Mentor's future, I am excited by the progress we are capable of, the people fueling our success, and the assets at our disposal. It reminds me of a quote by the great Sir Winston S. Churchill, "Every day you may make progress. Every step may be fruitful. Yet there will stretch out before you an ever-lengthening, ever-ascending, ever-improving path. You know you will never get to the end of the journey. But this, so far from discouraging, only adds to the joy and glory of the climb."

Our entire staff takes great joy in serving you, and we thank you for your support!



## Fire Department

Chief Richard L. Harvey

Through a system of education, preparedness, response and recovery, the Mentor Fire Department utilizes the following operating divisions to deliver service to the community: Fire Prevention and Education, Fire and Rescue, Fire Administration, and Maintenance.



### Major Accomplishments

- Responded and safely managed 7,148 Fire, Rescue, and Emergency Medical Incidents;
- Provided Public Education and Safety Awareness Programs to over 9,718 members of the community through CPR, First Aid, Fire Extinguisher and other training;
- Rolled out Residential Lock Box program for emergency access by Police and Fire;
- Designed and purchased new fire engine 1113 operating out of Fire Station 1 on Heisley Road;
- Incorporated dual sensor smoke detectors into our smoke detector installation program;
- Trained 3,952 people in Hands Only CPR;
- Provided input to the Ohio Attorney General's School Safety Task Force for the Unified Incident Management of School Based Emergencies;
- Deputy Chief Robert Searles selected as new Fire Chief (appointment in early 2014).

### Major Plans for 2014

- Continue implementation of data management system to comply with State and Federal reporting standards.
- Replace all Thermal Imager Cameras originally purchased in 1998.
- Implement "Play Safe! Be Safe!" fire safety education to pre-schools and daycare facilities.
- Design and plan for new Specialty Services facility to securely house our special teams' equipment.
- Purchase new Advance Life Support Rescue Squad.
- Upgrade all Life Pak heart monitors.
- Develop a Community Preparedness Program focusing on assisted living and large residential facilities.
- Continue to develop partnerships with our schools and community to prevent harm.
- Continue working on the Marsh Restoration Program to reduce the threat of large marsh fires.



## Department of Engineering and Building

David A. Swiger, P.E., City Engineer

Responsible for overseeing the City's capital improvements program, regulating construction activity within the public right-of-way and overseeing design and construction to community standards to insure the safety of homes and buildings. The Engineering Division reviews and approves construction plans for all publicly or privately funded construction projects in the City. It is also involved with planning future infrastructure improvements and reviewing all site plans for conformance with the Mentor Code of Ordinances and Engineering standards. The Building Division is involved in all activities associated with residential and commercial building construction.

### Major Accomplishments

- ODOT completed the replacement of the bridge deck on Heisley Road over SR2;
- Resurfaced SR 306 from just south of Kirtland Road to SR84; Munson Road from Center Street to Andrews Road; Station Street from Jackson Street to Center Street; and Hoose Road from the Concord Twp. Line to King Memorial Road, and King Memorial Road from Hoose Road to Bringman Court.
- Made concrete repairs on SR306 from Adkins Road to Bellflower Road;
- Storm sewer replacement and upgrade on Beechwood Drive from Elm Street to Evergreen Drive;

- Constructed a bike path, sidewalk improvements, school zone upgrades and bike racks to Sterling Morton Elementary, Shore Middle School and Orchard Hollow Elementary;
- Retrofitted existing storm sewer detention basin located at State Route 2 and Center Street to improve water quality and help reduce peak flows in storm sewers downstream;
- Resurfaced or made concrete repairs on 43 streets as part of the 2013 Road Repair Program;
- Inspected sidewalks in Zone 3B of Ward 3 as part of the 2013 Pedestrian Safety Program to provide for the replacement of sidewalk sections that are in disrepair;
- Comply with OEPA NPDES Phase II Storm Water Regulation Permit.

### Major Plans for 2014

- Inspect sidewalks within the Pinegate Subdivision, Eaglesnest Road and the south side of Hendricks Road as part of the 2014 Sidewalk Replacement Program.
- Purchase right-of-way to widen Heisley Road to four lanes between Jackson Street and Mentor Avenue.
- Extend Plaza Boulevard from Mentor Avenue to Tyler Boulevard.
- As part of the City Gateway Project, install decorative overhead street lighting on SR615, decorative walls and City of Mentor signage. Approximately \$660,000 in Federal funding has been secured for this project. Construction schedule is subject to final plan approval by ODOT.
- Construct the Newell Creek Bikeway system north of Norton Parkway primarily in open space for public use.

- Demolish and remove the 186-foot, four span Mentor Harbor Bridge over the Mentor Lagoons.
- Provide a traffic signal at the intersection of Steris/US Endoscopy driveway and Heisley Road and construct a sidewalk from Hendricks Road to this intersection on the east side of Heisley Road. \$190,000 in funding was received from the Ohio Office of Jobs and Commerce.
- Widen and resurface Jordan Drive from Corduroy Road to South Rambler Drive providing bike lanes on each side of the roadway. The City has secured funding through the Federal Transportation Enhancements Program covering approximately 80% of construction costs.
- Construct a 12-acre detention basin to attenuate peak flows in Two Town Ditch and reduce flooding for residential properties downstream. \$499,000 in funding is being provided by the OPWC.
- Resurface or make concrete repairs on 46 streets as part of the 2014 Road Repair Project.





# Economic & Community Development

Ronald M. Traub, Director

The department's primary responsibility is to foster economic development through business retention and recruitment. The department reaches out at the regional level to inform businesses about Mentor's vibrant local economy in an effort to attract new investment to our community. The department also oversees the administration of planning and zoning functions, provides staff support to the Planning Commission and Board of Building & Zoning Appeals, oversees property maintenance and the administration of the Community Development Block Grant and Neighborhood Stabilization Program.

## Major Accomplishments

- Provided financial assistance to 19 property owners for housing rehabilitation under the Community Development Block Grant program;
- Property Maintenance handled over 1,400 cases with a 94% closure rate;
- Inspected 183 single-family homes and 612 dwelling units under the Rental Inspection program;
- Provided administrative review for the following projects which were approved by the Municipal Planning Commission: re-imaging Market Street Family Restaurant, re-imaging Beacon Health office building, site plan approval for Dick's Sporting



- Goods, a Center Street office building, and a multi-tenant industrial building on Tyler Boulevard; rezoning from B-1, General Business to R-4, Single Family Residential on Charmar Drive and a final subdivision approval for Phases IX, X and XI in the Newell Creek Planned Unit Development;
- Provided administrative review for the following grant-assisted projects: Burger Fi, Fredon Corporation, Safeguard Properties, Apollo Manufacturing, Little Mountain Brewery, Freeway Lanes, Carver Financial Services, American Metal Coatings, Advanced Sleeve, Inc., Sheet Metal Products Co., and Old Village Hall, LLC;
- Implemented International Trade and Assistance Program.



## Major Plans for 2014

- Implement the vacant dwelling restoration program.
- Create a land-use matrix, replacing district-zoning regulations.
- Continue to use income from the Neighborhood Stabilization Program to reinvest in housing rehabilitation.
- Promote the international trade and export initiative.
- Continue aggressive marketing and business assistance programs to encourage more business growth.



# Finance Department

David W. Malinowski, Director

The Finance Department's chief responsibility is processing the City's financial transactions. Finance staff does day-to-day budget administration, issues purchase orders and pays vendors, prepares payrolls, maintains fixed asset records, receives and invests monies, enforces the municipal income tax, arranges City borrowings, administers the City's insurance program, and reports the City's financial condition.

## Major Accomplishments

- The City's income tax enforcement program generated \$500,000 of additional revenue;
- Presented with Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the 29th consecutive year;
- Presented with the Ohio Auditor of State Award with Distinction for the City's most recent Comprehensive Annual Financial Report;
- Reduced outstanding bond principal by \$2.7 million and paid for major public improvement projects, including increases in road repair improvements without adding any new debt;
- Converted primary banking and credit card services to our new bank after soliciting proposals, saving about \$1,000 per month;
- Maintained the City's strong Aa1 bond rating from Moody's Investors Service.

## 2013 General Fund Revenues

Municipal Income Tax	\$ 37,692,133
Charges for Services	5,850,497
State Shared Revenues	2,760,393
Licenses, Permits, Inspections	1,607,568
Fines and Forfeitures	1,137,769
Other Revenue (Net of Temp. Advances)	845,642
Property Taxes	717,790
Intergovernmental	190,072

**Total General Fund Revenues \$ 50,801,864**

## 2013 General Fund Expenditures

Police	\$11,970,422
Fire	9,813,753
Public Works	7,635,833
Parks, Recreation & Public Facilities	6,656,121
General Government	
Council, Court, City Manager,	
Finance and Law	6,057,374
Other (net of Temp. Advances)	3,191,279
Economic Development	2,132,223
Engineering & Building	1,782,731

**Total General Fund Expenditures \$ 49,239,736**

