

Mentor

2008

COMMUNITY GUIDE

City



Published by the City of Mentor

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January, 2008

Dear Fellow Resident,

The City of Mentor prides itself in open, accessible government. We welcome and encourage your inquiries, requests for service, comments and suggestions. This 6th edition of the Mentor Community Guide is presented in this spirit of communication.

This guide includes an overview of the many programs and services offered by the City of Mentor. For even greater detail on City services, programs and events, visit Mentor's website at www.cityofmentor.com.

We take great pride in the quality of City services we provide to you. Your local income tax dollars make these services possible, and we thank you for your continued support. We will continue to work on your behalf to make sure Mentor remains your City of ChoiceSM.

Sincerely,

Robert M. Shiner
Council President/Mayor
Ward 1 Councilman

John W. Konrad
City Manager

MENTOR'S History

The City of Mentor lies within part of the original Connecticut Western Reserve Territory. In 1796, John Milton Holley surveyed Mentor Township; the next year, Charles Parker built a log cabin near the Mentor Marsh, thereby establishing the first settlement in what would later become Lake County.

The Township of Mentor was officially formed in 1815. By 1820, families were settled in four main areas: 1) Mentor Marsh, 2) Mentor Avenue near the Painesville

Township line, 3) at Jackson Street and Hopkins Road, and 4) Mentor Avenue between Jackson Street and Center Street.

In 1855, the people living in Mentor Center incorporated as Mentor Village, occupying 3,000 acres situated in the middle of Mentor Township.

By the end of the 1800s, Lake County was a thriving nursery center and was referred to as the Nursery Capital of the Nation. Because rose growing was so significant in Mentor, and because the first patented rose, "Blaze," was developed here, Mentor came to be known as the Rose Capital of the Nation. After a previous failed attempt, Mentor Township and Mentor Village consolidated to become a City on December 18, 1963.

To learn more about Mentor, pick up a copy of "Mentor - The First 200 Years." This comprehensive history book was published in 1997 as a bicentennial legacy project. Borrow a copy from the Mentor Library, or purchase your own from Mentor City Hall, or one of our local bookstores.



Why is it named Mentor?

Generally, American towns were named for their founder, a revered living person, or their location. In the case of Mentor, it was named for a character in ancient Greek literature; Mentor was the tutor of Telemachus, the son of Odysseus. Following the American Revolution, Greek culture became very fashionable, almost as a final act of independence from the British. On the earliest published map of the Western Reserve, which dates to 1797, Township No. 10 in the 9th range was designated "Mentor." Other Western Reserve communities, like Euclid, Solon and Macedonia were also inspired by the early Americans' fascination with the ancient world. Out of this fervor for all things Greek, came the Greek Revival tradition of American architecture, still evident all around us today.

Growing Strong

The City of Mentor continues to be one of the fastest growing cities in the State of Ohio. Comprised of 28.4 square miles, Mentor ranks 20th in the State in terms of population, yet is 6th in volume of total retail sales. (The top ten cities in order are: Columbus, Cincinnati, Toledo, Cleveland, Akron, MENTOR, Springdale, Dayton, N. Olmsted, and Parma.) The 2000 U.S. Census estimated Mentor's population to be 50,278.

Staying in Touch

We make every effort to keep residents informed by communicating through a variety of means on a regular basis.

The community newsletter, "Special Edition,"



is mailed to every household in March, June, September, and December. An Annual Report accompanies the June mailing. Each issue provides news and information about City services, ordinances, public meetings, construction projects, and recreational events of interest to those living in Mentor. It's a good way to keep up on what's happening in Mentor; a recent survey revealed that 90% of residents read "Special Edition." Additional copies are available at City buildings and the Mentor Library.

"Mentor's Parks & Recreation Guide" is a quarterly publication featuring more than 500 recreational and cultural programs offered by the



City's Recreation Department. It's mailed to all residents in the Winter, Spring, Summer and Fall.

"News for Seniors" is published monthly by the Mentor Senior Center to report upcoming activities of particular interest to our Senior community, and "Taking Care of Business" relates information of specific interest to those in Mentor's business and industrial community.

The City also operates the award-winning Mentor Channel, which is carried on Time Warner's Cable Channel 12. Residents can watch City Council meetings, concerts, and special programs promoting activities, City services and events. Regular programs include "Video Journal," a half hour monthly program that covers construction projects, governmental issues and other topics of general interest. "Around Town" is produced twice a month to provide more timely information. For those without cable service, The Mentor Channel can be watched live by visiting www.cityofmentor.com/living/citynews.php.

City Department Directory

Contact the specific City Department or Office by dialing the numbers listed below. The area code for all of Lake County, including Mentor, is 440.

Assessments (Special City)	974-5770
Athletic Field Maintenance	974-5780
Black Brook Golf Course	951-0010
Blockwatch Program	974-5760
Brush Collection	974-5780
Building Permits and Fees	974-5785
City Council Office	974-5755
City Manager's Office	974-5790
Civic Center Pool	974-8260
Clerk of Council	974-5754
Community Development	974-5740
Ditch Enclosures	974-5785
Drainage Assistance	974-5785
Economic Development	974-5739
Employment Inquiries	974-5795
Engineering & Building	974-5785
Finance	974-5770
Fire (nonemergencies)	255-1212
Fire Prevention	974-5768
Public Education	974-5769
Garfield Pool	974-5727
Human Resources	974-5795
Ice Arena	974-5730
Keep Mentor Beautiful Program	974-5780
Law Director	974-5755
Leaf Collection	974-5780
Mayor/Council President	974-5755
Mentor Cemetery	974-5733
Mentor Channel 12	974-5794
Mentor Lagoons Marina	205-3625
Morton Pool	257-5719
Municipal Court	
Civil	974-5745
Criminal & Traffic	974-5744
Municipal Maintenance Facility	974-5781
Parks & Recreation	974-5720

Police (non-emergencies)	255-1234
Property Maintenance Issues	974-5740
Prosecutor	974-5752
Public Information	974-5794
Public Works Administration	974-5780
Recreation Registration	974-5720
Recycling	974-5780
Road Resurfacing	974-5780
Senior Citizen Center	974-5725
Sign & Fence Permits	974-5740
Snow Plowing	974-5781
Solid Waste and Litter Program	974-5780
Storm Sewer Maintenance	974-5781
Storm Water Help Desk	974-5785
Street Lighting	974-5780
Traffic Signals & Signs	974-5781
Wildwood Cultural Center	974-5735
Victim Assistance Program	205-2438
Zoning	974-5740

For any other inquiries, dial the Mentor Municipal Center's main number at (440) 255-1100.

Frequently Requested Numbers

Auto & Driver's License Bureau	440-974-9000
Better Business Bureau	800-955-5100
Board of Education	440-255-4444
Board of Elections	440-350-2700
Chamber of Commerce	440-255-1616
Dog License	
(Lake County Auditor)	440-350-2534
Dog Warden	440-350-2640
James A. Garfield National	
Historic Site, "Lawnfield"	440-255-8722
Income Tax Filing Questions	800-860-RITA
Lake County Cooperative Extension Service	
Recycling Waste Oil	440-350-2582
Lake County Department of	
Jobs & Family Services	440-350-4000
Lake County Health District (www.lcghd.org)	
Mosquito Spraying	440-350-2543
Lake County Landfill	440-350-2643
Lake County Visitor's Bureau	440-975-1234
Lake Metroparks	440-639-7275
Lakeland Community College	440-953-7000
Laketran	440-354-6100
Marriage Licenses	440-350-2784
Mentor Monitor	440-946-2577
Mentor Post Office	440-255-2798
Mentor Public Library:	
Main Branch	440-255-8811
Headlands Branch	440-257-2000
Lake Branch	440-257-2512



Mentor Schools Administration	440-255-4444
Ohio Commerce Department (Cable / Video Complaints)	877-207-2225
Ohio E-Check Hotline	800-CARTEST
Ohio Tourism	800-BUCKEYE
Pools:	
Civic Center Pool	440-974-8260
Garfield Pool	440-974-5727
Morton Pool	440-257-5719
Property Tax Questions (Lake County Auditor)	440-350-2531
Social Security Office	800-772-1213
Title Bureau	440-350-2579

Other Important Numbers

24 Hr. Mental Health and Social

Service Hotline	2 - 1 - 1
AIDS Hotline	800-342-2437
American Red Cross	440-352-3171
Bureau of Employment Services	800-251-6237
Child Abuse Hotline	800-422-4453

Crossroads:

Adolescent Counseling	440-255-1700
Forbes House	440-953-9779
Game Warden	330-644-3802
Lake County Crisis Hotline	440-953-TALK
Lake County Humane Society	440-951-6122
Lake Metroparks Wildlife Center	440-256-2131
Missing Children's Hotline	800-843-5678
National Runaway Switchboard	800-621-4000
Salvation Army	440-354-3774

Utilities

AT&T Telephone Repair	800-572-4545
AT&T U-verse	800-288-2020
Aqua Ohio Water Company	
Weekdays	440-255-3421
Evenings	440-257-6190
Dominion East Ohio Gas	800-362-7557
Illuminating Company	800-589-3101
Lake County Sanitary Sewer	440-257-5506
Time Warner Cable	877-772-2253

Emergency Help!

For help in an emergency, including Police, Fire or Emergency Ambulance —

DIAL 9-1-1

When you dial 9-1-1, your call is answered by the Mentor Dispatch Center, located on Civic Center Boulevard.

The enhanced 9-1-1 system automatically displays the address and phone number from where you are



calling onto the dispatcher's screen.

The Dispatch Center will answer your call by saying "9-1-1, what is your emergency?" State the problem or emergency first, then give the location of the incident. The dispatcher will start the Fire or Police Department en route, while obtaining any additional information. Stay on the phone until the dispatcher tells you to hang up. Remember to speak slowly and clearly so that the dispatcher can get the correct information.

Emergency Procedures

DIAL 9-1-1 immediately — before you call your doctor, relatives, or neighbor — if you experience any of the following heart attack symptoms:

- Prolonged, heavy pressure, or squeezing pain in center of chest, behind breast bone;
- Spreading pain to shoulder, arm, neck or jaw;
- Pain, accompanied by sweating, Nausea, vomiting, or shortness of breath may also occur.

Be aware that these symptoms may subside, and then return.

Hospitals & Medical Services

LakeEast Hospital

10 East Washington St.
Painesville
440/354-2400

LakeWest Hospital

36000 Euclid Avenue
Willoughby
440/953-9600

University Hospitals Mentor Health Center

9000 Mentor Avenue
440/255-0800

Lake Hospital System

Mentor Medical Campus
9485 Mentor Avenue
440/974-6800

City Departments

Office of the City Manager

The City Manager serves as the chief executive officer and safety director and is responsible for planning, organizing, and directing the activities of all municipal operations. The City Manager appoints all department heads and employees; ensures that laws and ordinances governing the City are faithfully enforced; recommends to the City Council measures or actions which appear necessary or desirable; recommends municipal ordinances and regulations; implements policies established by City Council; prepares and submits to Council the administrative budget and capital improvement program; and performs other activities as provided for in the City Charter. The City Manager is appointed by City Council for his expertise, educational background and prior managerial experience.



Human Resources

Oversees employee recruitment, selection and – labor relations; employee compensation and equal employment opportunity; and processing of accident and injury reports.

Public Information

Distributes information to residents and the general public on city projects, events and services through press releases, newsletters, city web site, special publications, advertising and The Mentor Channel 12.

Clerk of Council

The Clerk of Council is appointed by City Council members and keeps its records and performs all duties as prescribed by Council.

Economic and Community Development

Responsible for establishing a diversified economic base with an emphasis on retention and expansion of existing firms, while attracting growth-oriented industries. Provides staff to the Mentor Economic Assistance Corporation (MEACO), the City's SBA 504 business loan program. Oversees day-to-day development concerns and long-range land-use planning issues. The department assists in administering the Federal Community Development Block Grant (CDBG) Program; provides staff support to the Municipal Planning Commission and the Board of Building & Zoning Appeals, issues sign and fence permits, and prepares reports and studies dealing with land use rezoning, subdivision and site plans, conditional use permits, signage, etc.

Engineering & Building

The Department engineers and administers the City's capital improvements, regulates private utility work within the public right-of-way, and inspects building construction for community standards to promote the safety of homes and buildings. The Department is comprised of three divisions:

Engineering

Directly involved with all utility and publicly or privately funded roadway construction in Mentor, both in reviewing and approving the construction plans submitted, and inspecting the construction work performed. It is also involved with planning future public improvement projects, storm drainage assistance, municipal architectural design and building construction, and traffic control.

Building

Involved in all activities associated with residential and commercial building construction, including reviewing plans for conformance with building codes and performing on-site inspections to monitor building-code compliance. Answers building-related questions and offers help regarding compliance with building codes.

Property Maintenance

Responsibilities include code enforcement for property upkeep administering multi-family and single-family rental inspection programs.

Finance Department

The Finance Department keeps accounts of all City financial transactions. This involves day-to-day budget administration, payment of accounts, payroll preparation, maintenance of fixed asset records, receipt and investment of monies, municipal income



tax enforcement, auditing, debt administration, City insurance and reporting the City's financial condition.

Fire Department

The Fire Chief organizes, directs and coordinates all fire resources to accomplish the mission of saving lives and community property. Mentor is one of only a handful of departments in Ohio to have attained a Class 2 Insurance Service Office (ISO) rating, which means lower fire insurance premiums for businesses.

Fire and Rescue Division

Provides lifesaving and property protection services including: the handling of fires, rescues, medical and sudden mechanical emergencies, hazardous materials and natural disasters. Services are provided from five fire stations staffed 24 hours a day.

Fire Prevention Bureau

Enforces the Fire Safety Code and the Ordinances of the City through routine inspections of businesses, industries, schools and shopping centers for the purpose of reducing the chance of fires. Also reviews all plans for new construction and investigates the causes of fires.

Training and Public Education

The Training Division provides continuous in-service and specialized training for members of the Fire Department. The Public Education Division conducts home exit drills, evacuation planning, accident prevention, first aid, CPR and fire extinguisher training. It also provides educational programs through schools, businesses, community organizations and civic groups, and works with the Fire Prevention Bureau on juvenile firesetter counseling programs.

Law Department

The City Law Director is the advisor to, and the attorney and counsel for, the City of Mentor and its officers and divisions. The Director and his staff represent the City for prosecutions for offenses against the ordinances of Mentor and the relevant Ohio laws. The Law Director is appointed by City Council and is an attorney-at-law, admitted to the practice of law in the State of Ohio.

Municipal Court

The Mentor Municipal Judge tries all misdemeanors and ordinance violations occurring within the cities of Mentor and Mentor-on-the-Lake. Mentor Municipal Court hears traffic citation cases, civil cases valued up to \$15,000, landlord/tenant cases and all Small Claims complaints valued up to \$3,000. All felony cases are heard to determine probable cause and then bound over to the Lake County Common Pleas Court. The Court Probation Department oversees all persons placed on probation by the Court for any offense.

Parks, Recreation and Public Facilities

This Department enhances the quality of life for Mentor residents through the development and maintenance of a diverse and comprehensive system of parks and recreational facilities. The Department's areas of responsibility include: recreation for youth, teens, and adults; operating and maintaining municipal pools, Ice Arena, Black Brook Golf Course, Senior Citizens Center, Mentor Lagoons Nature Preserve & Marina, Wildwood Cultural Center and several Community Centers; urban forestry; cemetery operations; facility rentals; and maintaining city facilities.

Police

The Chief of Police organizes, directs and coordinates all Police resources to serve Mentor citizens.

Community Services

Officers maintain a strong and effective working relationship with citizens.

Corrections

Provides for the safety and security of the Mentor City Jail and the care of inmates.

Detective/Juvenile Bureau

Responsible for follow-up investigations of all major felony crimes that occur in the school district, Lake County Juvenile Court and other youth service organizations in the community.



Information Technology

Oversees the city's internal computer network system.

Patrol Services Bureau

Responsible for the protection of life and property, the preservation of peace, repression of crime, apprehension of criminal suspects, prevention of delinquency, traffic direction and control, accident investigation and traffic law enforcement.

Police/Fire Communications

Receives information and requests from the public and dispatches calls to Police and Fire personnel.

Records Section

Provides information to support the Police Department and assist the general public.

Victim Assistance Program

Serves victims of crime through information, crisis intervention, referrals and court advocacy.

Public Works

This department is responsible for the construction and maintenance of City streets, the maintenance and operation of the stormwater infrastructure system and the City's traffic signal system; the management of the City's fleet of vehicles and equipment, the City's waste collection programs, and the maintenance and improvements of all municipal public lands, including parks and street trees.

Managing the City's Business

The City of Mentor has been operating under its own Charter since January 1962, when voters adopted the Council-Manager form of government. Under this system, a seven-member council is elected by the voters on a non-partisan basis; three members serve At-Large, the remaining four are Ward representatives. Each council member serves

a four-year term. Every two years, Council chooses one of its own members to serve as Mayor/President of Council. Contact the City Council Office at 440/974-5755 if you have any questions.

Mentor City Council Members

Robert M. Shiner

Council President/Mayor, Ward 1

Term Expires: 12/31/11

255-7495; email: council@cityofmentor.com

Edward R. Walsh

Vice President/Vice-Mayor, Ward 3

Term Expires: 12/31/11

946-6953; email: council@cityofmentor.com

At-Large - Ray Kirchner

Term Expires: 01/03/10

255-4805; email: kirchner@cityofmentor.com

At-Large - Mark T. Freeman

Term Expires: 01/01/10

975-0720; email: freeman@cityofmentor.com

At-Large - Scott J. Marn

Term Expires: 01/02/10

255-0668; email: marn@cityofmentor.com

Ward 2 – Carolyn P. Bucey

Term Expires: 12/31/11

255-7393; email: Bucey@cityofmentor.com

Ward 4 – Ronald L. Micchia

Term Expires: 12/31/11

257-4200; email: micchia@cityofmentor.com

Mentor City Council Meetings

Council meetings are held the first and third Tuesday of each month at 7 PM in Council Chambers located on the third floor of the Mentor Municipal Center, at 8500 Civic Center Blvd. Meetings are open to the public. All regularly scheduled council meetings are carried live on The Mentor Channel on Time Warner's Channel 12 and rebroadcast throughout the following week. You can also watch programming live on your computer by visiting www.cityofmentor.com/living/citynews.php. Meeting agendas and archived meetings are also posted on the web site. Announcements regarding Council Work Sessions or Public Hearings are posted in the local newspaper, on the web site and on The Mentor Channel 12.

Boards & Commissions

More than 50 residents volunteer their expertise and input to City officials through their participation on City boards and commissions. These citizens are appointed by City Council and represent a valuable resource to the community by making recommendations on various municipal issues. For a listing of current members, contact the City Manager's Office.

Beautification Commission

This 11-member commission is responsible for developing and overseeing various landscape areas and beautification projects within the community. Members serve four-year terms. Meets the first Monday of the month at 7 PM, Municipal Center.

Board of Building & Zoning Appeals (BZA)

The seven-member board hears and determines appeals for exceptions to and variations from the City's Zoning and Building Codes in order that they remain in harmony with municipal ordinances and regulations. Members serve four-year terms. Agendas are posted at www.cityofmentor.com under "City News." Meets the second Tuesday of each month at 7 PM, Municipal Center.

Civil Service Commission

The commission insures that consideration for appointments and promotions within the Police and Fire Department's classified service are made according to merit and fitness, based on competitive examination. Three residents serve four-year terms. Meets as needed.

Community Arts Commission

These 14 members provide direction and assistance to the Parks, Recreation & Public Lands Department in developing cultural programs to suit the needs of the community. Members serve three-year terms. Meets the first Thursday of each month at 4 PM, Wildwood Cultural Center.

Fair Housing Board

Members serve three-year terms to review and oversee fair housing concerns. Meets as needed.

It's Better in Mentor Festival Committee

Responsible for planning, organizing and operating the annual community festival, held the third full weekend in September. Meets as needed.

Lake County Board of Health

Two residents serve on this County Board to oversee the operations and programs of the County Health Department. Meets monthly at the Lake County Administration Building.

Municipal Planning Commission

Commission members review all new industrial and commercial buildings, subdivisions, rezoning requests, and conditional use permits. Seven members each serve four-year terms. Current agendas are posted at www.cityofmentor.com under "City News." Meets every three weeks on Thursdays at 7 PM, Municipal Center. Planning Commission meetings are broadcast on The Mentor Channel broadcast on channel 12 of the cable system.

Tree Commission

Four members establish and administer Mentor's Master Street Tree Plan. Each serves a four-year term. Meets as needed at the Municipal Center.

Ordinances & Programs

This summary of selected Mentor City Ordinances and Programs includes those areas and issues that are most commonly encountered by citizens. The complete Mentor Code of Ordinances can be viewed at www.cityofmentor.com/living/ordinances.shtml.

Animals

Dogs should be leashed at all times when outside, and owners must not permit their dog to bark or howl to the extent that it disturbs the peace. All dogs must wear valid license tags issued by the County. Contact the Warden's Office at 350-2640 regarding stray dogs.

Dead Animals

If observed on City roadways, contact the Maintenance Facility at 974-5781 weekdays, 7 AM to 4 PM; call the Police Dept. at 974-5789 at all other times.



Nuisance Animal Removal

Free Havahart traps are available through the City's Parks Department by calling 974-5720. Senior citizens in the Homestead Exemption Program receive free trapping by calling 974-5720.



Nuisance Health Risk Animals

Feeding or harboring of rates, raccoons or skunks is prohibited within the City limits.

Vicious Animals

If confined outside, the animal must be securely enclosed in a locked pen or dog run with secure sides and top. No wild or exotic animals may be kept within the City.

Bicycles

Licensed and registration are required for all bicycles operated within Mentor. Permits can be purchased at the Police Department. When riding on a road, cyclists must follow traffic signals and laws, and ride with traffic. Bike paths are provided for pedestrians and bicyclists. Bike lanes are exclusively for use by bicycles, unless there is no sidewalk or shoulder. Mentor is one of only two "Bicycle Friendly Communities" in the Greater Cleveland Area.

Building Permits

Building Permits are required for all construction including decks, pools, sheds, porches, enclosures, etc., and are obtained through Mentor's Engineering & Building Department. Applicants for accessory-type structures need to provide two copies of the construction drawings consisting of a site plan showing where the structure will be situated on the property and the distance from all property lines. Plans must also show how the structure will be built, materials used, etc. Once submitted, the plan review process takes about five working days (permits for sheds built from a kit can be obtained at the time of submission). A permit fee is charged, along with a refundable construction deposit, which can be returned if the structure passes all inspections.

Cars for Sale

Vehicles for sale must be titled to the current resident, properly licensed, operable, displayed for a maximum of two weeks and parked on an improved parking surface (not on lawn). Number of vehicles for sale is limited to two per year.

Curfew

The curfew restricts children under 12 years of age from being out from 9:30 PM to 5 AM; persons 12 to 16 years of age from 11 PM to 5 AM, and 16 to 18 year olds from midnight to 5 AM.

Drainage Ditches

All premises shall be graded and maintained to prevent the accumulation of stagnant water. No owner or occupant of any premises shall cause or permit any natural watercourse, drainage ditch, creek, brook, culvert, or drain located upon the premises to become obstructed with leaves or other debris so that water flow is hindered. Call 974-5785 with drainage questions.

Fences

A permit is required if you are planning on installing, altering or relocating a fence. Fences in the rear yard may not exceed six feet in height. Fences in the front yard or on a corner lot facing a side street may not exceed three feet in height and must be decorative and at least 50% open.

Garage Sales

Garage sale signs are permitted only on the property where the sale is being held. Signs may NOT be posted at any street corner or on tree lawns or utility poles. Illegally posted signs will be confiscated without prior notice. A permit is not required for a garage sale.

Grass and Weed Control

Lawns and landscaping should be maintained so as not to cause a negative effect on the neighborhood. Generally, grass in residential neighborhoods must be controlled in height or growth (under 8"). Weeds such as goldenrod, ragweed, thistle, etc. that are capable of causing skin reactions and respiratory problems, are not permitted to grow on any premises. No owner or occupant of any premises shall permit vegetation to create a safety hazard. Property owners with excessively high grass or weeds will be given five days written notice to cut or destroy the high grass or weeds. If the notice is ignored, a contractor will be hired at the owner's expense. Call 440/974-5740 with questions.

Home Occupations

Any business operation conducted out of a residence requires one of two types of permits. One permit is administratively approved, while the other requires approval by the Municipal Planning Commission. Call 974-5740 with questions.

House Numbers

House numbers must be displayed in a conspicuous location for efficient police, fire and postal services. Numbers no less than four inches tall are to be displayed on houses less than 61 feet from the road right-of-way. Numbers at least six inches tall are to be displayed on houses located between 61 feet to 100 feet from the road right-of-way.

Income Tax

All persons earning income in the City (businesses and residents) having taxable income are subject to a 2% Municipal Income Tax. Mentor residents are granted 100% credit for municipal income tax paid to other communities up to 2%. Residents owing tax, other than tax withheld, must make quarterly payments and file an annual municipal income tax return with the Regional Income Tax Agency (RITA). Questions should be directed to RITA at 800-860-RITA or 440/526-0900.

Jogging

Joggers are encouraged to pursue their recreational activity of choice in a safe and responsible manner, and to follow these rules:

1. Jogging upon a roadway is illegal, if an accessible, adjacent sidewalk is provided.
2. Where a sidewalk is not provided, jog only on the shoulder of the roadway, as far as possible from the edge of the roadway.
3. Where neither a sidewalk nor a shoulder is available, jog as near as possible to the outside edge of the road; if a two-way road, jog ONLY on the left side. Any joggers on a roadway shall yield the right of way to ALL vehicles.

Light Trespass

High Intensity Density (HID) lighting must have full cut-off fixtures or be shielded to prevent trespass or glare. All spot or flood lighting must be shielded or aimed to prevent light trespass. Call 440/974-5740 with questions.

Mosquito Control

The Lake County General Health District oversees mosquito control. Spraying schedules are posted on The Mentor Channel 12 as they become available. Call 440/974-5720 to report a problem in your area, or if you have concerns about the spraying, call 440/350-2543.

Noise

No person shall unreasonably create a noise disturbance within the City. Any noise that annoys or disturbs a reasonable person, or causes adverse affects on humans is prohibited before 7 AM or after 9 PM on weekdays, and before 8:30 AM or after 9 PM on weekends.

Open Burning

Burning trash, brush, or leaves is not permitted in the City of Mentor. Small, attended campfires for cooking purposes are permitted during favorable weather conditions without prior approval. Bonfires require prior approval of the Fire Prevention Bureau by calling 440/974-5768.

Parking

Motor Vehicles

In residential districts, motor vehicles must be parked on an improved surface, which adjoins an improved access drive leading from the street to the parked vehicle(s). Improved surfaces are those constructed of concrete, asphalt or crushed stone, without excess weeds or grass. Vehicles are prohibited from blocking a public sidewalk.

RV's, Boats & Commercial Vehicles

RV's and boats may not be stored in front of the main structure. A minimum three-foot set back is required from the side property lines. On corner lots, no parking is permitted between the right-of-way and side set back line. Only one commercial vehicle under 5,050 pounds is permitted on a residential property at a time.





Parking on City Streets

Parking between 2 to 6 AM, and parking on the fire hydrant side of the street are prohibited in the City of Mentor. (See “No Parking During Snow Emergency”)

Unlicensed Vehicle

No unlicensed motor vehicle shall be parked or stored in the open on private property for more than 15 days. The property owner’s permission is required.

Recycling/Household Trash

Weekly residential trash pick up is provided by a company selected by the City. Residents choose the level of service needed. Weekly recycling collection is also available. The cost for services is billed directly to residents that choose to participate. Billing is done quarterly. The City supplements the cost of recycling and trash pick up services and provides one recycle bin per household. The City also maintains a drop off site at the Center Street Ballfield & Sledding Hill on Carpenter Drive (off Center Street behind the Polo Building). Call the program manager at 440/974-5780.

Refuse Collection (Commercial & Industrial)

Commercial and industrial rubbish haulers collecting in the City of Mentor are required to obtain a contractor’s license and vehicle permit.

Satellite Dishes

Satellite dishes are permitted in the rear yard only and must be at least 10 feet from the side and rear property lines. The maximum height permitted is 12 feet; the maximum diameter is 10 feet. A permit is required.

Sidewalks and Driveways

All sidewalks and driveways within the public right-of-way shall be kept in a proper state of repair. If the condition creates a possible danger to public health and safety, they shall be repaired or replaced. The City

can provide a licensed contractor, however, the cost shall be paid by the resident. The owner, occupant or other persons having charge, management or possession of any building or premises shall keep the sidewalk(s) adjacent to such building or premises in a clean condition at all times.

Signs

“Home For Sale” signs are permitted only on the actual property for sale and only when posted behind the tree lawn. Off-premises “Open House,” “For Sale,” “For Sale by Owner,” real estate, and garage sale signs are not permitted and will be confiscated, without prior notice, when observed by the City. (See “Garage Sales”)

Snow and Ice Control

Clearing of City Streets

Arterial and major collector streets are given first priority for snow and ice control to insure emergency accessibility. All major intersections on the major arterial highway system are salted and/or cindered, as are certain hills and bridges. Residential neighborhoods are cleared when conditions warrant. Call 440/974-5781 with routine snow and ice control inquiries.

No Parking During Snow Emergency

A Snow Emergency is defined as that time when there has been an accumulation of snow, sleet, hail, or ice on any streets or roads. No parking is permitted on any City street during a Snow Emergency. Alerts will be posted on The Mentor Channel 12.

Depositing Snow & Ice on Public Sidewalks or Roadways

Depositing snow or ice onto any public sidewalk, street, road, or highway is not permitted.

Access to Fire Hydrants

Residents and business owners are urged to assist the Fire Department by keeping clear access to their fire hydrants during heavy snowfall.

Solicitation

It is unlawful to solicit within the City without first obtaining a solicitor’s permit from the Police Department. It is unlawful to solicit at any premise at which a “No Solicitors” sign is displayed. “No Solicitors” signs are available at the Mentor Police Department.

Streetlights

Streetlights within the City of Mentor are paid for through assessment of the benefiting property owners. If you observe a streetlight in need of repair, please call 974-5789.



Trees on Right-of-Way/Treelawn

Dead Trees

No owner or occupant of any premises shall permit a dead tree to stand so near to a public sidewalk or roadway as to endanger users should all or part of it fall. No owner or occupant shall permit a dead branch to overhang a public sidewalk or roadway.

Hazardous Tree Pruning

This program is available to senior citizens who qualify for the Homestead Exemption Program. Call Parks at 440/974-5720.

Planting & Removing of Trees

The City of Mentor has specific ordinances which property owners should follow when trimming, removing and planting trees in the right-of-way or treelawn. Call Parks at 440/974-5720.

Traffic Signals/Signs

Traffic signals and signs are installed and maintained by the Public Works Department. For service requests, including repair or replacement of these devices, call 440/974-5781. Emergency or weekend repairs should be reported to the Police Department at 440/974-5789.

Yard Waste Collection

The curbside yard waste collection program runs from April through the end of December. Residents may put out 12 units on their regular collection day. The limit increases to 25 units from the last full week of October through the last full week of December. A unit can be a paper yard waste bag, a 30-gallon trash can, or a bundle of sticks. Leaf bags are available from hardware and grocery stores and garden centers. The current contractor for this service is Republic Waste Services. They can be reached at 800/869-4131.

Community Facilities

Following is a listing of all City parks and facilities. This guide should serve to better acquaint you with the City Offices and all the recreational services available to you in Mentor.

Civic Center Campus

Mentor Municipal Center

8500 Civic Center Blvd.

The City of Mentor's administrative offices are located within the Mentor Municipal Center. Offices are open Monday - Friday, 8 AM to 5 PM. Main phone number is 440/255-1100.

1st Floor – Economic and Community Development, Engineering & Building, Information Technology, Mentor Municipal Court, Police Department, and Mentor Jail.

2nd Floor – Finance Department and Parks, Recreation and Public Facilities

3rd Floor – Council Chambers, Council Offices, Law Director, City Manager, Human Resources and Public Information

Civic Center Ice Arena, Community Center, Waterpark, Skatepark, Bikeway System

8600 Munson Road

Located within Civic Center Park, are two Regulation-Size Indoor Ice Rinks, a Studio Rink, Meeting Rooms, Picnic Grounds & Shelter, Playground, Amphitheater, Swimming Pool, Water Slide, Sand Volleyball Court, Children's Water Play Area, Baseball Diamonds, Tennis Courts, Basketball Courts, Skatepark and Bike Path. Pool hours: 1 to 8 PM daily, June through Labor Day. Pool phone: 440/974-8260. Arena phone: 440/974-5730. To rent the Ice Arena or Community Center, call 440/974-5730. To rent the pool, call 440/974-5720.

Fire Station No. 5

8467 Civic Center Boulevard

Fire Administration, Emergency Dispatch Center, Fire Prevention and Public Education. Phone: 440/974-5765

Senior Citizens Center

8484 Munson Road

State-of-the-art facility provides activities for over 4,000 members. Barrier free. Facility is available for private rentals. Phone: 440/974-5725.

Bellflower Park

7221 Bellflower Road

(west of Route 306 behind Farmington Meadows development) Amenities: Picnic Pavilion, Playground,

Spraypark, Baseball, Restrooms, Soccer, barrier-free Fishing Dock, Tennis, Basketball, and 1-1/2 mile Fitness Course. Reserve pavilion by calling 440/974-5720.

Bellflower Skatepark

Bellflower Elementary School
6655 Reynolds Road

Black Brook Golf Course & Driving Range

8900 Lake Shore Blvd.

18-hole course with driving range and practice putting green. Private or group lessons, leagues, carts, pro shop and catered golf outings. Discounts to Mentor residents. If it's nice out – we're open. Call 951-0010.

Center Street Ballfield & Sledding Hill

Center Street at Carpenter Drive

Commemorative Rose Garden

8537 Mentor Avenue

Community Rose Garden was created in 1988 and is maintained by Mentor Beautification Commission. The garden was recognized in 2003 with an Ohio Bicentennial Marker acknowledging Mentor's place in history as "The Rose Capital of the Nation."

Dog Park

Hopkins Road

A facility where our four-legged friends can run and play without a leash. Located next to the Municipal Maintenance Facility.

Eleanor B. Garfield Park

7967 Mentor Avenue

Community Recreation Center with barrier-free Restrooms, Pool, Drop Water Slide, All People's Playground, Baseball Diamonds, Picnic Pavilion, Restrooms, Fishing, Soccer, Lighted Tennis Courts, and Wildlife Area. Pool hours: 1 to 8 PM daily, June through August. Pool phone: 440/974-5727. Pool, Pavilion & Recreation Center are available for private rentals by calling 440/974-5720.



Hodgson Park

Hodgson Road and Route 306
Passive, Open Space Area

Donald E. Krueger Park

7556 Chillicothe Road

Krueger Park House, Restrooms, Soccer fields. Barrier-free facility. Krueger Park House is available for rent. Call 440/974-5720.

Mentor Beach Park

7779 Lake Shore Blvd.

Barrier-free Recreation Center. Spacious facility with beautiful views of Lake Erie. Restrooms, Picnic Area, Playground Equipment and Soccer. Recreation Center available for rent. Call 440/974-5720.

Mentor Lagoons Nature Preserve & Marina

8365 Harbor Drive

Bird watchers and nature lovers enjoy this 450-acre nature preserve featuring hiking, water trails and 1.5 miles of wild beach. Electric carts and bicycles available for free by reservation. Public marina with direct lake access, year round storage and boat ramp offers special rates for Mentor residents. Boating classes also offered. Call 440/205-3625.

Morton Community Park

9325 Rosemary Lane

Amenities include: Pool, Drop Water Slide, Restrooms, Picnic Pavilion, Playground, Basketball, Spraypark and Skatepark. Pool hours: 1 to 8 PM daily, June through August. Pool phone: 440/257-5719. Pool and Pavilion available for private rentals. Call 440/974-5720.

Municipal Maintenance Facility

6645 Hopkins Road

Public Works Department personnel and services related to road, public lands, equipment maintenance, storm drainage, street lighting, traffic, recycling and solid waste.

Old Council Hall

7250 Jackson Street

Historic Recreation Center available for private rentals. Call 440/974-5720.

Presidents Park

7670 Buchanan Court

Picnic Area, Playground, Tennis and Basketball.

Tiefenbach Park

Corduoy Road at Lake Overlook Drive
Gazebo and Picnic Area



Veterans Memorial Park

5740 Hopkins Road

Amenities include: Fishing, Hiking Trails, Picnic Shelter, Restrooms, Playground and Wildlife Area. Although City-owned, this Park is maintained and operated by Lake Metroparks. Call 440/358-7275 to reserve Picnic Shelter.

Wildwood Cultural Center

7645 Little Mountain Road

Amenities include: Manor House, Hiking Trails, Barrier-Free Restrooms, Picnic and Wildlife Area. This English Tudor Manor House is listed on the National Register of Historic Places and sits on 34 acres of wooded grounds. Site of numerous cultural and recreational programs and the annual Wildwood Arts Festival, held in June. Rent the beautiful 25-room Manor House for private parties, dinners or seminars. Call 440/974-5735.

Also in the neighborhood ... History, Museums & Nature

James A. Garfield National Historic Site

8095 Mentor Avenue

Lawnfield is the home of our 20th President, James A. Garfield, and contains the first Presidential memorial library. Garfield purchased the c. 1830, nine-room house with nearly 119 acres of farmland in 1876. The carriage house is now a Visitor Center with Museum Store; the main house contains many original Garfield family pieces. Open year-round. Call 440-255-8722. www.nps.gov

Mentor Fire Museum

7262 Jackson Street

Constructed in 1942, this building served as Fire Station No. 1 until 1991. Operated by the Mentor Firefighters' Historical Association. To arrange tours, email Mentorfiremuseum@yahoo.com.

Mentor Headlands State Park

Headlands Road at north end of Rt. 44

This 125-acre State Park boasts a mile-long sandy beach — the longest in Ohio. Facilities are open daily from 8 am to dusk and feature swimming, fishing, picnic areas, bike path and public restrooms. Breakwall fishing is permitted 24 hours a day. To the immediate east is Headlands Dune State Nature Preserve. Call 440 / 352-8082 or 216 / 881-8141. www.dnr.state.oh.us

Mentor Marsh House (Mentor Marsh State Nature Preserve)

5185 Corduroy Road

This 700-plus acre State nature preserve was designated a National Natural Landmark in 1966 by the U. S. Department of the Interior. Scenic trails, boardwalks, access areas, and a small nature center aid the public in appreciating the wonders of this natural area — truly a bird watcher's paradise. Call 440 / 257-0777.

Western Reserve Model Railroad Museum

7471 Tyler Blvd., Unit L

For train lovers of all ages. For museum hours call 440 / 251-0350.

Voter Information

You can vote if —

- You are 18 years or older by election day;
- You are a United States citizen;
- You have lived in Ohio for 30 days;
- You are registered to vote prior to 30 days before an election.

You must register to vote if —

- You are voting for the first time;
- Your name has changed;
- You have not voted in four years;
- You have moved since you last voted.

Register to vote at these locations:

- Mentor Municipal Center, Department of Parks, Recreation & Public Lands; 8500 Civic Center Boulevard. Monday - Friday, 8 AM to 5 PM
 - All Mentor Elementary Schools
 - All Mentor Public Libraries
 - Lake County Board of Elections, 105 Main Street, Painesville 44077
- Monday - Friday, 8 AM to 4:30 PM, 440/350-2700. www.lakeelections.com

NOTE:

Voter registration closes 30 days before an election.

Other Government Officials

Lake County Offices

105 Main Street, Painesville, Ohio 44077
www.lakecountyohio.org

Auditor

Edward H. Zupancic, 440/350-2532

Commissioners

Robert E. Aufuldish, 440/350-2754

Raymond S. Sines, 440/350-2755

Daniel P. Troy, 440/350-2752

Engineer

James R. Gills, 440/350-2770

Recorder

Frank A. Suponic, 440/350-2508

Sheriff

Dan Dunlap, 440/350-5517

Treasurer

John S. Crocker, 440/350-2516

U.S. House of Representatives, 14th Congressional District

Steven C. LaTourette

2453 Rayburn House Office Building
Washington, DC 20515
800/447-0529

1 Victoria Place, Room 320
Painesville, OH 44077
440/352-3939

STATE OF OHIO

Governor

Ted Strickland
77 S. High Street
Columbus, OH 43215
614/728-4900

Ohio House of Representatives, 63rd District

Carol-Ann Schindel
77 S. High Street, 11th Floor
Columbus, OH 43215-6111
615/644-6074

Ohio State Senate, 18th District

Timothy J. Grendell
Ohio Senate, State house, Room #034
Columbus, OH 43215
614/644-7718

Education

Mentor Public Schools

The Mentor Public school system serves over 10,500 students from Mentor, Mentor-on-the-Lake and small portions of Concord Township and Kirtland Hills. The school district serves a large, diverse population and offers a strong college preparatory program, vocational curriculum and special education services. Gifted programs begin in the fourth grade and are followed by honors and advanced placement courses at the high school.

Local businesses help students explore career options through their participation in programs like Job Shadowing and Senior Project. Learn more about the Mentor Public Schools by visiting them on line at www.mentorschools.com.

Administration

6451 Center Street
255-4444

Senior High School

Mentor Senior High
6477 Center Street
974-5300



Junior High Schools

Memorial Junior High
8979 Mentor Avenue
974-2250

Ridge Junior High

7860 Johnnycake Ridge Road
974-5400

Shore Junior High

5670 Hopkins Road
257-8750



Elementary Schools

Bellflower

6655 Reynolds Road
255-4212

Brentmoor

7671 Johnnycake Ridge
255-7813

Fairfax

6465 Curtiss Court
255-7223

Garfield

7090 Hopkins Road
255-6609

Headlands

5028 Forest Road
257-5951

Hopkins

7565 Hopkins Road
255-6179

Lake

7625 Pinehurst
257-5953

Orchard Hollow

8700 Hendricks Road
257-5955

Rice

7640 Lakeshore Blvd.
257-5957

Sterling Morton

9292 Jordan Drive
257-5954

Private Schools

Lake Catholic High School

6733 Reynolds Road
951-0077

Mentor Christian School

8600 Lake Shore Blvd.
257-3172

St. Gabriel School

9935 Johnnycake Ridge
352-6169

St. Mary School

8540 Mentor Avenue
255-9781

Higher Education

Lakeland Community College

7700 Clocktower Drive
525-7100

Libraries

The Mentor Public Library, formed on February 22, 1819, is the oldest library in Lake County. Its original collection began with 79 volumes stored in private homes. Today, much information is available on line; view animated demos that show the use of the library catalog and database at www.mentorpl.org, or you can email a librarian at askalibrarian!mentorpl.org.

Main Branch

8215 Mentor Avenue
440/255-8811

Monday, Tuesday: Noon – 8 PM

Wednesday, Thursday, Friday: 10 AM — 6 PM

Saturday: Noon – 5 PM

Headlands Branch

4669 Corduroy Road
440/257-2000

Tuesday: Noon — 8 PM

Thursday: Noon – 6 PM

Mentor-on-the-Lake Branch

5642 Andrews Road
440/257-2512

Monday: Noon – 8 PM

Wednesday, Friday: 10 AM – 6 PM



www.cityofmentor.com