

2012

CITY OF MARYSVILLE ANNUAL REPORT

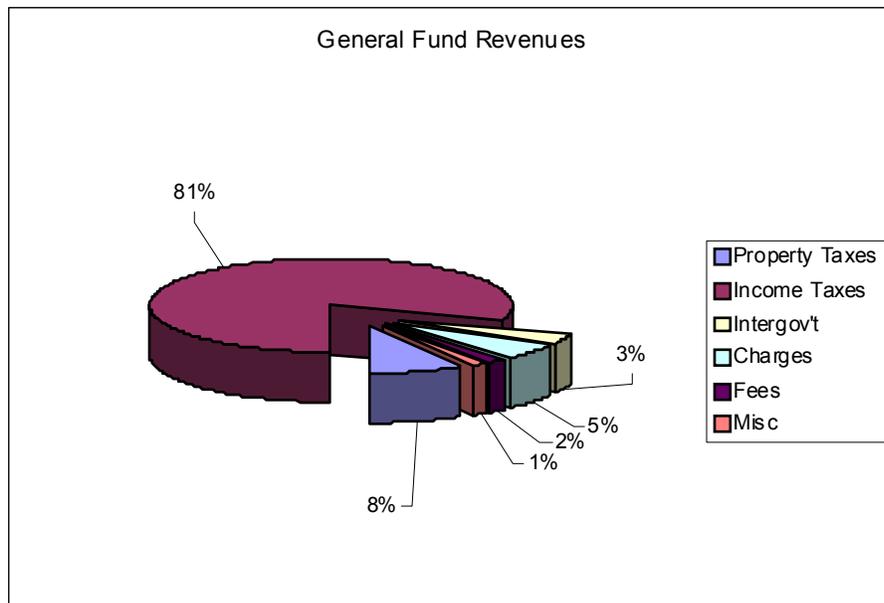




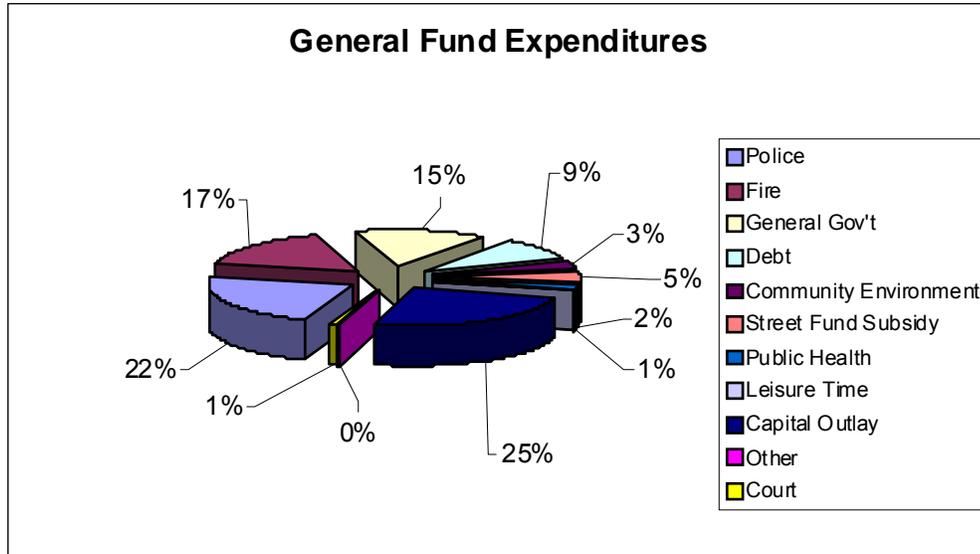
FINANCE DEPARTMENT 2012 ANNUAL REPORT

2012 General Fund Revenues totaled \$16,301,895, which is \$286,856 less than 2011. The State of Ohio has reduced the amount of funding that is available to local governments. Intergovernmental receipts, which include Local Government Funds and Estate Tax (both State funded revenues), decreased more than \$300,000 from 2011.

Income Tax Revenue totaled \$13,049,810 for 2012, which is \$200,010 more than anticipated. Income Tax Revenues continue to be the major source of revenue at 81% for the General Fund. Other sources of General Fund Revenue include Property Tax and Intergovernmental Receipts and are reflected in the graph.



2012 General Fund Expenditures totaled \$19,895,205, which is a significant increase from 2011. Since the passing of the income tax rate increase, the City has been able to return the General Fund reserves to a healthier balance. This healthier fund balance has enabled the City to partially fund the construction of the Municipal Service Center (MSC) and not rely on debt to finance the entire project. Police and Fire continue to be the major expenditures supported by the General Fund (39%).



Summary of 2012 General Fund Financial Activity (Unaudited)

General Fund Revenue:

Property Taxes	\$1,352,346
Income Taxes	\$13,049,810
Intergov't	\$560,700
Charges	\$824,889
Fees	\$287,753
Misc	\$226,397
Total Operating Revenue	\$16,301,895

General Fund Expenditures:

Police Subsidy	\$4,407,077
Fire Subsidy	\$3,471,513
General Gov't	\$2,938,613
Debt Subsidy	\$1,811,645
Community Environment	\$599,882
Street Fund Subsidy	\$970,000
Public Health	\$343,296
Leisure Time	\$117,006
Court Subsidy	\$150,411
Other	\$50,762
Total Operating Expenditures	\$14,860,205

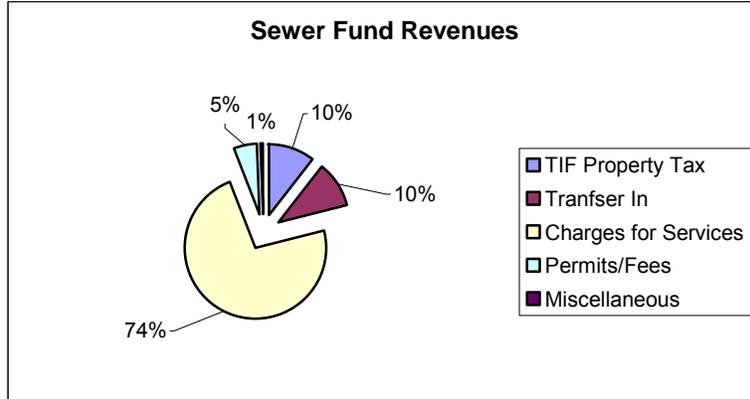
Capital Expenditures:

Capital Expenditures*	\$5,035,000
Total Expenditures	\$19,895,204

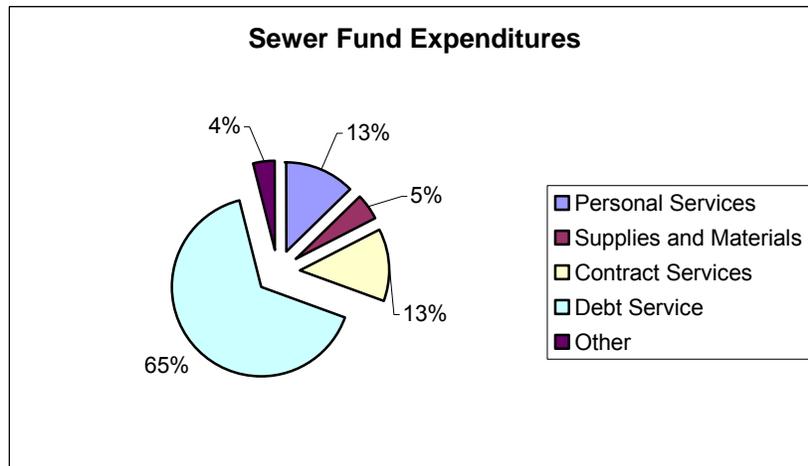
*Amount transferred from General Fund to Capital Project Fund, Maple Street Bridge Fund, County Home Road Improvement Fund, Pedestrian Bridge Fund, and Safe Routes to School Fund.

Sewer Operating Fund

2012 Sewer Fund Revenues (less Bond Anticipation Notes rollovers) totaled \$11,436,146. Charges for Services are the largest source of revenue, totaling \$8,366,135 for 2012. The total number of consumers remained consistent when compared to 2011. In addition, overall total usage increased 1.21% when compared to 2011



2012 Sewer Fund Expenditures (less Bond Anticipation Notes rollovers) totaled \$11,329,594, which is a slight increase from 2011. Debt service is the largest expenditure for the Sewer Fund and is a planned and budgeted amount each year.

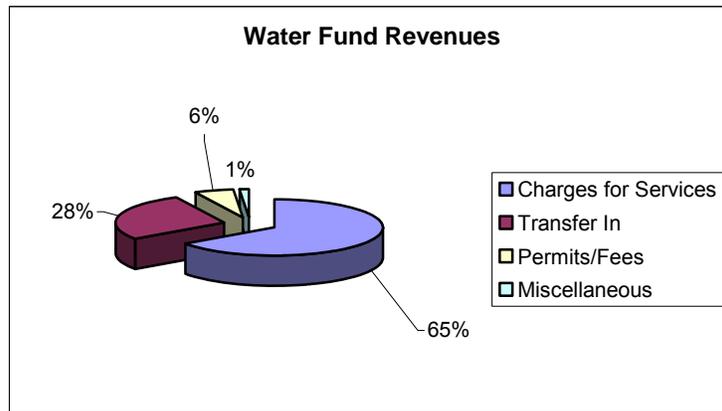


Revenues exceeded expenditures for the second consecutive year for the Sewer Fund. This is due to an internal transfer from the Incremental Wastewater Capacity Fee, the increase revenue in tap-in fees from a developer taking advantage of the discounted tap fees, and the 10% increase in the sewer rate that was effective January 1, 2012. This increase in operating revenue enables the City to meet its debt coverage ratio of net revenues to debt service payments and main its day-to-day obligations.

Water Operating Fund

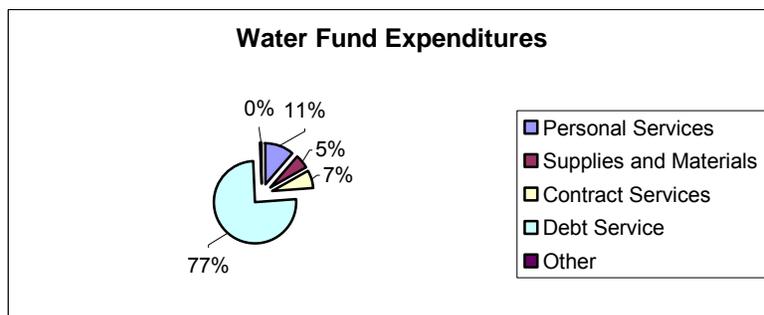
2012 Water Fund Revenues (less transfer in) totaled \$6,873,651. Charges for Services, which is the largest source of revenue, totaled \$6,193,590 and is less than the City received in 2011. This is attributed to the 7.5% decrease in the water rate that was effective January 1, 2012.

Total 2012 overall usage increased 6.2% when compared to 2011. 2011 was a year that saw record rainfall while 2012 was a relatively hot, dry summer.



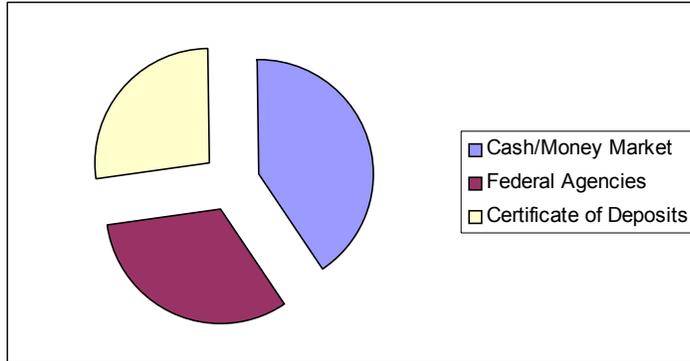
2012 Water Fund Expenditures (less Bond Anticipation Notes rollovers) totaled \$12,883,339. Debt service is the largest expenditure and is a planned and budgeted amount each year.

2012 expenditures include full payment for three of the City's outstanding debts. In January, the Bond Anticipation Note was paid off (\$1,654,750). On November 30, 2012, the City of Marysville took advantage of the call feature on the 2002 Water System Revenue Bonds. This Bond was originally scheduled to be paid off on 12/1/22. By utilizing the call feature, the outstanding principal of \$2,325,000 was paid off in its entirety in November resulting in an interest savings of \$689,162.50. Lastly, on December 28, 2012, the City paid off the 2003 Water System General Obligation Bonds, which was originally scheduled to be paid of on 12/1/23. By paying off the \$5,320,000 in outstanding principal early, the City saved \$1,225,837.58 in interest expense.



Additional Information

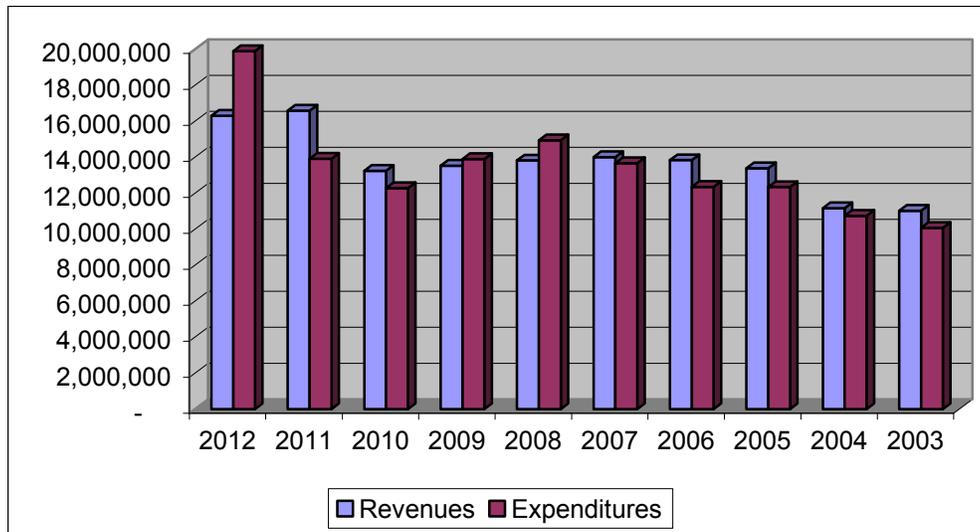
City's Portfolio



December 31, 2012	
Star Ohio	\$791,550
Cash	\$3,272,452
Commercial Paper	\$4,237,634
Money Market	\$6,953,893
CDs	\$10,275,000
Federal Agencies	\$12,008,469
TOTAL	\$37,538,998

As of December 31, 2012, the City had \$37,538,998 invested in the following institutions: Chase Bank, Fifth Third Securities, Star Ohio, and Baird Public Investors. \$156,237 in interest was earned in 2012.

General Fund Operating Revenues vs. Expenditures



The above chart depicts the annual General Fund revenues and expenditures for the past ten years. Since the passing of the income tax rate increase, the General Fund has been able to return to a healthy reserve balance, which not only ensures the financial stability of the City but also allows the City to improve its infrastructure and maintain excellent service to its residents. In addition, the healthy reserve balance has allowed the City to partially fund the MSC and not rely on debt to finance the entire project.

Miscellaneous

Certificate of Achievement for Excellence in Financial Reporting

The City of Marysville was awarded by the Government Finance Officers Association of the United States and Canada (GFOA) its second consecutive Certificate of Achievement for Excellence in Financial Reporting for its comprehensive annual financial report (CAFR) for the year ending December 31, 2011. This Certificate is the highest form of recognition in governmental accounting and financial reporting and its attainment represents a significant accomplishment by the City and its Administration.

Finance Software

The upgrade of the City's finance software began in 2012. The current finance software is a client server based technology that is extremely inefficient and is a huge roadblock for the Department in terms of implementing new customer service applications. It is also a hindrance as Department Heads cannot log on to the system at all and have to request the Finance Department obtain the information on their behalf. The upgraded software will provide greater flexibility, efficiencies and enhance access to data. It will also allow Department Heads access to information for day-to-day operations. To date, Accounts Payable and Payroll have been upgraded. In 2013, the Utility software will be upgraded.

ENGINEERING DEPARTMENT 2012 ANNUAL REPORT

Executive Summary

For the Engineering Department, 2012 was another very busy and productive year.

This year has been filled with construction projects. A great deal of our time was spent on the two new facilities that were under construction. The new Decker Fire Station 271 was dedicated on September 11th and the fire crews moved in and occupied the building on October 5th. The police and court facility had a few issues that caused the project completion to be delayed until Spring of 2013.

The year also involved the start of work on a third facility, The Municipal Services Complex. This facility started construction in the fall and is expected to be complete in the fall of 2013. This much needed facility will house many City Departments as well as the City's second fire station.

Another long anticipated project also became a reality in 2012. The intersection of County Home Road and SR 4 was improved, widened and a signal added.

As we begin 2013, we look forward to another year filled with construction projects and plans for the future of our City.

Engineering

2012 CDBG Pavement Maintenance

Staff prepared plans and specifications for the pavement planing and resurfacing of portions of Oak, Walnut, and Plum Streets.

2012 City Pavement Maintenance

Staff prepared the plans and technical specifications for the pavement planing and resurfacing of portions of Millington Way, Woodline Drive, Restoration Drive, Prairie Drive, Longwood Place, Advent Court, Hickory Drive, Walnut Street, and Plum Street, and included the paving of 3500 L.F. of the Jim Simmons Trail.

Maple Street Bridge Rehabilitation

City staff managed the engineering consultant, prepared the contract documents, technical specifications and funding disbursements and performed inspection services for the Maple Street Bridge Rehabilitation project. This project included the replacement of the existing pier caps, repair of the existing bridge abutments, and replacement of 12 of the existing box beams. The remaining box beams were removed and reset after the pier caps were replaced. The new bridge contains a parapet wall with rail and sidewalk on the west side, and tube railing on the east side of the bridge. New asphalt was placed on the approaches and bridge deck. 80% of the construction for this project was funded through

a grant from the Ohio Department of Transportation Municipal Bridge Program. The bridge was completed and reopened to traffic on December 6, 2012.

Municipal Services Complex Sanitary Sewer Relocation

City staff managed the engineering consultant, prepared the contract documents, technical specifications and funding disbursements as well as performed inspection services for the Municipal Services Complex Sanitary Sewer Relocation project. The first phase of the work consisted of a sanitary sewer relocation to allow for the new municipal services complex construction. This was completed in the Fall of 2012.

Oak Street Curb Replacement

Staff prepared plans and specifications for curb replacement on Oak Street from 7th Street to 9th Street. This work was completed in the Summer of 2012.

Safe Routes to Schools Project

City staff prepared the detailed construction drawings and technical specifications and performed inspection services for the proposed Safe Routes to School Infrastructure Improvements during the first quarter of 2012. This project included crosswalk painting and signage, bike racks at schools and approximately 3,500 L.F. of new sidewalks along Maple Street and Hickory Drive. This project was completed in September of 2012. 100% of the project funding was provided through a federal grant for \$412,000. The grant and project was administered through our office.

Sanitary Sewer Extension - East of US 33

Sanitary sewer was extended under US 33 allowing for future development near the Hyland-Croy / Post Road intersection. This project was finalized during the second quarter of 2012.

State Route 4 at County Home Road Intersection

City staff managed the engineering consultant, prepared the contract documents, technical specifications and funding disbursements and performed inspection services for the State Route 4 at County Home Road Intersection Improvements during the second quarter of 2012. This project includes storm sewer upgrades, traffic signal installation widening and addition of turn lanes on both SR 4 and County Home Road. The elevation of SR 4 was lowered to improve the line of sight from County Home Road. At this time, all asphalt placement and new thermoplastic pavement markings have been installed with the traffic signals with luminaires are operational. This project will be completely finalized during the first quarter of 2013.

Projects (Public) that are underway and will continue into 2013:

Oakdale Cemetery Expansion

Preliminary cemetery plot layouts will be presented to the Cemetery Board for approval in early 2013. Design and construction will be performed “in house” by the City.

Town Run Culvert Replacement - Seventh Street

This project scope will include complete culvert replacement, pavement overlay and curb replacement on Seventh Street between Main and Court Streets. Design will be performed “in house” by the City. This project is anticipated to be completed during the Summer 2013.

Town Run Restoration

City staff is managing and reviewing all submittals provided by our engineering consultant. A preliminary concept and design has been completed and has been presented to the public. Construction is anticipated to be completed during the Summer 2013.

Uptown Signal Study

The City has hired a consultant to assist with this project that will analyze the timing and functionality of the signals within the Uptown Area.

Water Treatment Plant and Distribution System Improvements

The Treatment Plant portion of this project is in the engineering phase with an anticipated Preliminary Engineering Report submittal to the City in early 2013. The preliminary (60%) distribution system improvements submittal has been received by the City with the current intent for all future design being performed “in house” by the City.

Projects (Private) that were completed in 2012:

Jerome Village Regional Pump Station and Force Main

These sanitary sewer projects were completed in order to properly provide wastewater service to the new Jerome Village Development. City staff reviewed the construction plans and managed our external inspection consultant.

Jerome Village Ryan Parkway Waterline

This water transmission line project was completed in order to properly provide water service to the currently undeveloped northern portion of the Jerome Village development. City staff reviewed the construction plans and performed inspection services for this project.

Jerome Village GPN 6-1 and 7-3

These waterline projects have been completed and will service approximately 90 lots within the Jerome Village development. City staff reviewed the construction plans and performed inspection services for this project.

Mill Road Improvements

The project included the widening of Mill Road, concrete curb and gutter installation, construction of concrete sidewalk on the south side of Mill Road, installation of thermoplastic pavement markings and signal re-configuration that was required to accommodate the new Turkey Hill Development. City staff reviewed the construction plans and performed inspection services for this project.

Woodbine Village Section 1

This project included both the sanitary sewer and waterline provided to service approximately 31 lots within the Woodbine Village development. City staff reviewed the construction plans and performed inspection services for this project.

City Facilities:

Decker Fire Station 271

Construction of the new Fire Station on County Home Road was completed in fall of 2012. Grand Opening was held on September 11, 2012. The fire department staff officially moved into and occupied the facility on October 5, 2012.

Municipal Services Complex

This facility which will house our second fire station and replace City Hall began construction in October. New building construction is expected to begin before the end of 2012 and is expected to be complete in the fall of 2013.

Police and Municipal Court Facility

This building provides new space for the Police Department and the Municipal Court as well as provides a training facility for our Police officers. Construction of the new Police and Court Facility continued throughout 2012. The facility is scheduled to open in the Spring of 2013.

Miscellaneous Items

Annual Bridge Inspections

City staff worked with E.P. Ferris and Associates to complete the City's Annual Bridge Inspections during the first quarter of 2012. The bridge inspections were completed and submitted to ODOT on time during the second quarter of 2012.

CIP Creation

The Engineering staff worked to create an internal Capital Improvement Plan for tracking future potential projects in the City.

Funding Submittals

Our office submitted for an OPWC grant for the replacement of a box culvert on Milford Avenue near Windmill Drive and Vollrath Park. These funds in the amount of \$125,000 will be available July of 2013. We submitted for Transportation Enhancement funds, but due to recent changes in legislation, this funding component was changed and we will have to re-evaluate our project to determine if it is still eligible under the new regulations. We submitted for Safe Routes to School funding and were granted a partial award in an amount of \$14,000 to provide for additional bike racks at schools.

Landfill Monitoring

City staff worked with Floyd Browne Group to complete the annual groundwater monitoring and bi-annual explosive gas monitoring at the old landfill. Reports were

submitted to the Ohio Environmental Protection Agency (OEPA) to ensure our compliance with Ohio EPA monitoring requirements.

MS4 Compliance

We continue to work on multiple stormwater related tasks to maintain compliance with the Ohio EPA MS4 stormwater permit. The annual report is due in April of each year.

Pavement Rating System

Staff worked with the City of Gahanna to obtain new software and equipment that will allow for a more productive means of establishing pavement condition and ratings for City streets.

Pre-qualification Process

We have begun the process of prequalifying engineering and architecture firms for design work. Statements of Qualification were received from over 40 firms.

Right-of-Way Ordinance

Staff worked with an attorney to assemble a comprehensive right-of-way ordinance. This ordinance will give the City better control of the work being performed within the City right-of-way and allow for a cost recovery of time and wages spent reviewing permits and inspecting work within the right-of-way by private companies. The Ordinance is expected to be in place during the first quarter of 2013.

Transportation Committee

The Transportation Committee that was formed in late 2011 continues to work to evaluate the transportation system throughout the City. Implementation of several of the proposed revisions is ongoing.

Planning/Zoning

Staff represents the City at Planning Commission, Design Review Board, Board of Zoning Appeals and the Exterior Property Maintenance Commission meetings. Staff also reviews all applications/plans and provides assistance and guidance to the Boards and Commissions. This year staff reviewed nine (9) Planning Commission applications, fifteen (15) Design Review Board applications and forty-four (44) Board of Zoning Appeals requests.

Staff submitted thirty-three (33) Zoning Code modifications to the Planning Commission, which included changes to the Landscaping, Sign and Off-Street Parking sections.

Staff worked with MORPC and the Salvation Army on the administration of the FY2011 CHIP Program.

Staff worked with MORPC on the completion of the Neighborhood Stabilization Program (NSP).

Staff worked with the County Commissioners Office and Community Development Corp. on the Moving Ohio Forward Demolition Program.

Staff prepared and submitted the FY 2012 CDBG Formula Grant application, which was approved by the State.

Completed the update to the Uptown Marysville Revitalization Plan.

Staff coordinated with the Chamber and United Way to have Paint the Town Day as part of the annual United Way Community Care Day.

Staff represents the City on the Upper Scioto Watershed Plan Committee and attends all meetings and provides input to the committee. Plan is expected to be presented in early 2013 to City Council.

Staff worked with the Public Affairs Committee to draft language on Sweepstake Terminal/Internet Cafes.

Staff worked with the Public Service Committee on updates to the Exterior Property Maintenance Code.

Staff worked with the Exterior Property Maintenance Commission on the 2012 Beautification Program. This year there were 8 award winners (6 residential and 2 businesses).

Staff represents the City on the Logan-Union-Champaign (LUC) Planning Commissions Subdivision and Executive Committees. Staff is also Vice-Chairperson of the LUC Subdivision Committee.

Staff represents the City on the Chamber of Commerce Uptown Economic Development Committee called TEAM Marysville.

288 zoning permits were issued in 2012. This is compared to 275 zoning permits issued in 2011. This includes 74 single family home permits that were issued for 2012 compared to 36 in 2011.

217 sign permits were issued in 2012 compared to 90 in 2011. The increase in sign permits is attributed to the temporary sign ordinance requiring a one-time permit for all non-residential uses and sign permits required for portable signs for public/quasi public uses.

129 notices were given to homeowners that had sports equipment located in the City right of way with all but 6 being removed. There will be continued education for residents for the proper location for sports equipment to keep them out of the City right of way.

A total of 79 political signs were removed from the City right of way or City property. Most were picked up by responsible parties after notification being made.

Over 900 yard sale, for sale signs or other prohibited signs were removed from the City right of way or City property throughout 2012. This is as a result of the revised sign code that is written in language that specifically prohibits such signs.

Education continued for businesses for the temporary sign code. There will be continued education for businesses for the proper permits for temporary signs.

Utility Coordination and Marking

Staff completed approximately 3,900 field locates on the City Utilities for the following entities:

- Utility companies
- Single-family residences / property owners
- Businesses
- Capital Infrastructure Projects

Training and Accomplishments

Staff attended the ODOT LTAP Training titled “FHWA-Federal-Aid Contract Administration”

Staff attended the Ohio Transportation Engineering Conference sponsored by ODOT

Staff graduated from the Ohio Department of Natural Resources (ODNR) Tree Commission Academy.

Staff attended CDBG Formula Training.

Staff attended Sunshine Law and Public Records training.

Staff attended the Ohio-Kentucky-Indiana Planning Annual Conference.

Staff attended the Miami Valley Planning Commission Annual Conference.

Staff participated on the State of Ohio Development Services Agency Community Development Program Advisory Committee.

Staff completed multiple design items “in house” to save the City money on consultant fees.

Human Resource, Safety & Risk Management 2012 Annual Report

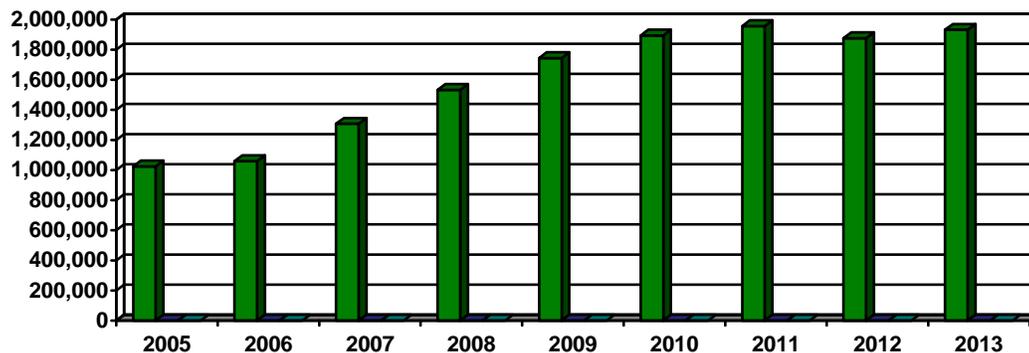
ORP-2012: The year 2012 was highlighted by an examination of our entire organization with the purpose of enhancing customer service and becoming more efficient. This led to the creation of the Organizational Restructure Plan (ORP-2012). We reviewed the structure and processes of each department and division, while keeping in mind the future challenges of bringing on-line and maintaining our new facilities.

The ORP- 2012 included the rewrite or creation of some 35 performance plans or job descriptions, updating the City's organizational chart/table of allowances, and coordination with our Civil Service Commission and City Council. We examined and studied the structures of dozens of other professional cities and carefully scrutinized our services and processes to be more efficient while looking to reduce costs. Just some of the provisions of ORP-2012 included the reclassification of the former Assistant Police Chief and one Sergeant position into two new Deputy Chiefs of Support and Operations in our Police Division, and the merging together of two Divisions in our Public Service Department while aligning Engineering under that same Department to improve our abilities to react to the needs of our community.

The ORP-2012 then required more work to implement the changes; some of this work will carry forward into 2013.

Insurance Benefit Management: Beginning with medical (or health insurance) and straight to the bottom-line, we received a modest 6.27% increase in our medical insurance, but a zero increase for dental, vision and life insurance. The overall budget line realized just a 2.9% increase going into 2013. This is just a 2% increase since 2010. This consistency is due to sound leadership and internal collaboration.

City Medical Insurance Cost Per Year



We continue to provide, monitor and manage a three-option approach to medical insurance with the two consumer-driven products of a Health Reimbursement Account (started in 2010) and Health Savings Account (started in 2011) at the heart of our success. A table of the overall costs for each insurance benefit provided to our employees follows:

Year	Medical	Dental	Vision	Life	Total Costs	Increase for Year
2013	\$1,931,190	\$87,946	\$14,582	\$14,242	\$2,047,960	\$57,088 (2.9%)
2012	\$1,876,588	\$85,525	\$14,384	\$14,374	\$1,990,872	\$124,622 (5.9%)
2011	\$1,948,055	\$79,802	\$17,266	\$14,780	\$2,107,493	\$103,086 (5%)
2010	\$1,892,557	\$79,802	\$17,266	\$14,780	\$2,004,406	\$152,410 (8.2%)
2009	\$1,743,798	\$77,222	\$16,199	\$14,780	\$1,851,996	\$209,560 (12.7%)
2008	\$1,532,459	\$76,760	\$16,029	\$17,191	\$1,642,439	\$230,425 (16.3%)
2007	\$1,307,372	\$70,103	\$16,029	\$18,510	\$1,412,014	\$250,966 (21.6%)
2006	\$1,058,962	\$69,015	\$15,419	\$17,652	\$1,161,048	\$36,971 (3.3%)
2005	\$1,023,273	\$67,725	\$15,388	\$17,691	\$1,124,077	Not Available

Wellness: Our Well Pointe, wellness committee (logo to the lower right) is made up of employees from around our various departments, divisions and includes union representatives. They are committed to keeping costs down and improving the health of our employees and families. They applied for and were awarded a Bureau of Workers' Compensation (BWC) Wellness Grant. The BWC will pay up to \$15,000 over the next 3-years for all costs. We partnered with Memorial Hospital and had health risk assessments and bio-metrics data taken from the 29 employees that voluntarily signed up. We then had monthly, healthy lunch'n'learn sessions taught by professionals from Memorial Hospital and the YMCA, all funded by the BWC.



Along these same healthy lines, we completed our third-annual Spring Slim-Down Program. We had 15 employees provide an entrance fee that was used to fund rewards to those that had the highest percentage of weight-loss over three months. Each employee was sent weekly diet and exercise tips by HR. Over the last three years we've had some 40 employees lose over 261 pounds. This year we lost a collective 111 pounds, including 21 plus pounds by Mayor Gore. Leadership involvement is paramount to the success of any wellness program. We also fully participated in the Community Challenge event and held our annual employee health fair with Union County employees.

Recruitment: Our employees are our most important resources thus making the hiring or recruitment process critical to our success. This was one of our busiest and most challenging years in this regard.

We recruited a new Assistant Finance Director, internally staffed three Battalion Fire Chief positions, one Lieutenant, and two Deputy Police Chief positions. Just some of the much successful recruitment in 2012 includes; a GIS/IT Analyst, Water Plant Mechanic, and the first Police Sergeant hire in over ten years that included a full Saturday assessment using the Ohio Association of Chiefs of Police (OACP). Having the right person in the right job will pave the way to years of outstanding service to our community.

A complete table of all hires over the past 11 years follows. It shows the record high nine internals in 2012. We believe this promote-from-within success is a reflection of the quality of our workforce. HR will continue to promote successor planning in 2013.

<i>Yearly Breakdown</i>								
Year	Full Time (FT) Civil Service				FT Exempt	PT Season	Perm. PT	PT
	Total	Internal	List	Ext.				
2012	12	9	-	3	6	57	1	14
2011	9	5	4	4	2	46	5	4
2010	5	2	1	2	2	59	-	2
2009	5	1	2	2	2	54	-	3
2008	11	4	-	7	5	52	1	3
2007	15	1	1	13	1	52	-	5
2006	11	3	2	6	2	49	1	5
2005	12	5	3	4	-	44	1	10
2004	8	1	1	6	4	65	-	8
2003	10	2	1	7	1	62	1	2
2002	10	1	1	8	2	50	2	2
Avg.	8.59	3.3	1.45	5.63	2.36	53.63	1.08	5.2

Policy and Guidance: Accountability throughout our organization is still a core value we hold dear, and sound, consistent policy is the foundation for this accountability. HR completed the revision of our City Policy Manual to include distribution to all employees and a training session on major changes for our executives, and a complete review of all 40 plus City forms to reinforce policy, embed our core values, and stream-lined processes. HR also started working with the Police Division and Fire Division to review their Standard Operating Policies and Procedures and Rules, Regulation, Policies and Procedures, respectfully, to eliminate redundant directives, standardize formats, streamline, and to ensure compliance with law.

Performance Management: HR takes the lead regarding all performance management processes to include evaluations, training, and the disciplinary process. HR sends out monthly evaluation reminders and reads/monitors all completed forms before filing. Data

is collected and analyzed each year for potential trends. HR provides managers step-by-analysis as well as ensuring consistency in the use of this management tool.

Evaluation ratings are listed below for the past nine years along with annual averages.

Year	Uncompleted	Unsatisfactory	Marginal	Satisfactory	Excellent	Outstanding
2012	3 (2%)	-	-	47 (27%)	105 (60%)	18 (10%)
2011	-	-	-	38 (22%)	104 (59%)	34 (19%)
2010	-	-	-	23 (15%)	89 (59%)	40 (26%)
2009	6 (3%)	-	2 (1%)	31 (16%)	116 (60%)	36 (19%)
2008	4 (2%)	-	-	41 (22%)	110 (59%)	30 (16%)
2007	23 (13%)	1 (.5%)	2 (1%)	28 (14%)	102 (59%)	23 (13%)
2006	16 (10%)	1 (.5%)	1 (.5%)	36 (19%)	102 (53%)	23 (16%)
2005	18 (10%)	-	2 (.01%)	29 (26%)	98 (52%)	22 (11%)
2004	4 (3%)	-	4 (.02%)	46 (26%)	99 (60%)	21 (10%)
Annual Avg.	8.22 (4.7%)	.22 (.12%)	1 (.57%)	34.9 (20%)	102.7 (59%)	26.7 (15%)

Safety and Risk Management: We continue to set a high-bar regarding the safety of our citizens, customers and employees. This year we held our annual visit and inspection from the Public Entities Pool (PEP) Risk Manager. This visit resulted in zero findings for the fifth year-in-a-row. This indicates we are actively managing our city's processes and resources to eliminate risk and lower our liability insurance costs.

Regarding employee safety, we continue to implement every possible program the Bureau of Workers' Compensation offers to include; safety training, a return-to-work program, a drug-free workplace, and our \$15,000 self-insurance for medical claims. We have a Safety Action Team (SAT) that is actively involved in training, as well as meeting once each quarter (as a minimum) to review each incident or accident to reduce or eliminate repeat events. This analysis is published in a Quarterly Incident Report (QIR) and is distributed back to each work area. The Safety Manager also sends out a monthly Trend Analysis Report that tells employees exactly what trends for each month. Below, is the data for all incidents and accidents over the past ten years:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	#BWC
2012	2	2	3	0	2	1	4	1	3	4	0	1	23	13
2011	8	1	0	3	2	2	0	0	0	0	2	0	18	10
2010	4	1	2	0	1	0	1	2	1	1	0	4	17	5
2009	5	6	3	0	0	3	5	2	3	4	2	5	38	23
2008	1	1	3	2	2	2	0	2	0	5	4	1	23	12
2007	0	7	3	1	1	6	0	7	3	3	3	1	35	14
2006	1	5	2	1	2	4	1	1	4	5	4	2	37	19
2005	4	3	2	2	2	3	2	2	5	1	1	1	28	14
2004	0	2	3	1	4	1	5	3	1	3	0	3	26	13
2003	0	2	3	1	4	2	3	0	0	4	2	3	24	20
Total	25	30	24	11	20	24	21	20	20	30	18	21	269	143
Avg.	2.5	3	2.4	1.2	2	2.4	2.1	2	2	3	1.8	2.1	26.9	14.3

Community Collaboration: Our Human Resources continued in 2012 to personify our collaborative spirit. They worked with Union County Employee Resource Center (ERC) on the annual Union County Job Fair to include set-up, one-on-one resume reviews and providing administrative support. Our HR continues serving as a Steering Committee member on the Union County Safety Council which received an unprecedented “Best Safety Council-Honorable Mention” in the State of Ohio for the 3rd year in-a-row and next year will chair the Union County Wellness Consortium.

In 2013, we plan to continue to emphasizing healthy choices for our employees by continuing with the BWC wellness grant program and for our community through our leadership in the County Wellness Consortium. We will follow-up on the results of implementing our ORP-2012 by now conducting the most thorough wage study this City has seen to ensure we are compensating all employees properly for their job classification.

Information Technology Department 2012 Annual Report

Executive Summary

In March 2012 the City of Marysville lost its Information Technology Director, but re-hired a replacement in April 2012.

In July the city hired a GIS / IT Analyst to implement and oversee a citywide GIS system for the city. An Enterprise License Agreement (ELA) was purchased from ESRI (Environmental Systems Research Institute) for GIS software. The ESRI software will allow city employees to create, edit, and view GIS data. Marysville residents will also be able use the GIS system through different web maps and applications. The city also purchased 3 Trimble handheld GPS units to assist in field data collection and street pavement rating. With the purchase of the new IT infrastructure and ESRI software, the city will be able to greatly expand its investment in GIS in the future.

With the replacement of one position and the addition of another, this brings the IT Department up to three members. Now that the department is at full strength old projects can now be revisited and completed and new projects can be taken on. Many old projects that have been setting waiting on manpower over the past year are now being reviewed and prioritized for work to begin in 2013. All departments within the city have expressed the need for different IT related projects for 2013.

Council of Governments (COG)

2012 was a very busy year for the COG. COG Board of Director's were elected and bi-laws were created and adopted.

In June the Ohio Department of Development awarded the COG a \$400,000.00 Local Governments Incentive Fund (LGIF) loan for the installation of a consolidated fiber optics network. Later that month the COG released a Request for Proposal (RFP) bid for its installation.

In July the RFP was awarded to the Gudenkauf Corporation, with construction to begin in August. The construction was divided into three phases, phase one installation and connection of all three COG parties (City, County & Schools) plus connection for the newly constructed City's Decker 271 Fire Station, to be dedicated on September 11th. This phase was completed on time.

Phase two, connection to the new City Police and Court building and Phase three redundant fiber loops connecting to the Bunsold Middle School.

Phases two & three are still ongoing for completion the first quarter 2013.

In August the second COG combine effort was achieved when the City of Marysville and Union County begun sharing a digital phone system.

Union County hosts and co-manages the phone system platform with the city that we both share.

In December the COG was awarded an \$81,000.00 LGIF grant from the Ohio Department of Development for the study of a COG Combine Data Center. Details on this grant from the Department of Development are still outstanding and expected in January 2013.

New Building Construction

The City's IT department was very involved with new building construction in 2012. The Decker 271 fire station opened on September 11th, this building features: Fiber Optics data connection back to City Hall, Digital (Voice over IP) phones, Wireless Internet, Audio Visual presentations in the conference and training rooms, Lenel Access Security Systems and OnSSI Ocularis Video Surveillance.

The second building under construction is the new Police and Court facility scheduled to open April of 2013. This building will be a much larger and a more complex installation than the Decker 271 Fire Station but with the same components. Two areas that will be unique to this building will be the Police Dispatchers area and the Municipal Court Room. Both of these areas are very complex with a lot of custom installation unique to their operation linked into our data network for full functionality department wide.

The third facility is the Municipal Services Complex (MSC), scheduled to open December 2013. It will feature all of the same IT and AV installed systems as the two previous buildings.

Designing and implementing "like" systems for all new buildings will be a major accomplishment for the IT department for future support and customer ease of use city wide.



Operations

City Website - New pages, documents, links, and photos were added and existing pages were edited as needed. Several new users were added as authors and trained to submit items for publishing. A publishing link between the website and Facebook was tested, successful and will be used in the future to streamline the task of publishing pertinent information to our Internet outlets.

Information Technology - IT functions were completed on a daily, weekly and as-needed basis. Most help desk issues were resolved by the IT Department with the assistance of the outside IT contractor when needed. Issues spanned across all departments. Finance, Fire, and Police dominated the help desk calls with new software installs and troubleshooting, current software troubleshooting, staffing changes, and the new Fire facility.

Record Retention - Worked collaboratively with the Union County Archivist to update the City's Records Retention Schedule according to the new standards and worked to prepare and send scheduled records out for destruction. Certificate of Record destruction was prepared and sent to the Ohio Historical Society and State Auditor's Office for review and approval. Records scheduled for destruction were prepared and sent out for destruction.

PC Replacement and Recycling Program - The City restarted its PC replacement program in 2012. 2009 was the last year the City did any significant PC replacements. 25 HP Desktop PCs, 6 HP Laptop PCs, and 7 Apple iPads were purchased to replace the aging PC fleet. Approximately 50 Desktop and Laptop PCs were recycled dating back from the early 2000s. The city hopes to continue its PC replacement program in 2013 and get back on a 4 year PC replacement program.

Special Projects and Achievements

- Actively participated in the deployment of Firehouse Cloud, a cloud-based solution for the Fire Department's reporting software. Continued to act as first line of support for Firehouse Cloud, including password and printing issues.
- Actively participated in the preparation and launch of the City's new website. Continued to work with the design firm to enhance the design of the City's website.
- Worked with Dayton, Power & Light to initiate pole study for 68 poles along fiber routes outlined in the COG fiber project.
- Worked with the vendor and local law enforcement agencies to implement the new Police Record Management System (RMS). Continued to act as first line of support for RMS including password issues and working with software vendor to install updates/fixes.
- Actively participated in the deployment of Visual Intelligence, new software for payroll, budgetary and financial management. Continued to provide assistance and support for Visual Intelligence including server and desktop related issues as well as third-party software integration issues.
- Actively participated in the deployment of the Finance Department's new check scanning software and hardware.
- Actively participated in the planning, preparation, and initial infrastructure installation for the new water metering reading system. This project will continue into next year.
- Purchase of new IT Infrastructure - The city's current IT infrastructure is aging and over committed. Several new applications have been purchased, but can not be implemented because of the lack of storage space and speed of the network. The city's Technology Committee along with the city's IT department deemed this purchase an important project and all members were in favor. The project included the purchase of a new Equallogic Storage Area Network (SAN), three (3) Dell Virtual Server Hosts, two (2) Cisco Core Networking Switches, and all necessary software and installation. After installation and configuration the city will be able to grow its IT infrastructure to accommodate the new city buildings and future applications for years to come.

Education and Training

- Attended CompTIA A+ Practical training.

Public Service Department 2012 Annual Report

Executive Summary

The Public Service Department has had another successful year completing the goals and projects established by City Council, the Mayor and the Administrative Team while staying within or under budget in all funds. Several special projects are listed below with the yearly achievements presented under each Division.

A main focus for 2012 was to reorganize and consolidate some Divisions/Departments and personnel in those Divisions/Departments to improve efficiencies in operations and customer service throughout the Public Service Department. The primary move was to include the Engineering Division into the Public Service Department to create an environment of better communication and coordination between the design / permitting staff and the service / maintenance oriented staff to better serve our customers. To assist in this coordination we have named the City Engineer position to include being the Assistant Director of Public Service. We have also combined the Parks & Recreation Superintendent position with the Special Events Coordinator position to now have a Recreation / Event Coordinator position overseeing all of those duties. We have also renamed the old Building & Grounds Division to the Parks & Grounds Division where we removed the responsibility of maintaining the city facilities. Facilities will now be managed under the Engineering Division with a full time Facilities Manager who reports to the Engineering Project Manager. In addition the Utility Locate position now resides in the Engineering offices and reports to the Assistant City Engineer and works closely with our City Inspector and the rest of the Engineering staff.

Special Projects and Achievements

- **Pavement Maintenance Program** – milling and resurfacing of city streets included:
Advent Court
Hickory Drive
Longwood Place
Woodline Drive
Millington Way
Oak Street
Plum Drive
Walnut Street
Restoration Drive
Jim Simmons Trail

At a cost to the City of \$448,034.24 and CDBG Paving of \$97,166.66 for a grand total of **\$545,414.09**

- **Curb Replacement Program** – removing and replacing existing curb and gutter;
Oak Street between Seventh & Ninth Streets
Hickory Drive between Collins & Kenny Streets at a total cost of \$36,161.95

- **Sand volleyball courts at Eljer Park** – were designed and constructed utilizing the Street Division, Buildings & Grounds Division in coordination with the Administration Team to develop an outstanding facility at Eljer Park that was heavily used by two leagues and a couple of tournaments held on the weekends.



- **Staffing and work agreement with ORW** – the City and ORW administrative teams met in the early spring of 2012 to agree to ORW providing a minimum of four ORW residents to the City three days a week to work with City crews on various projects throughout the City. The program has been very successful.
- **Design and expansion of Oakdale Cemetery** – city staff members from the Engineering, Buildings & Grounds, Street and Water Divisions have all been involved with the planning and design of the expansion at Oakdale Cemetery which when fully constructed will add over 2,000 burial lots available for sale. City staff will also perform all of the construction work installing the roadway, storm sewer lines and water lines with an outside vendor providing for the surveying and layout of the lots.
- **Automatic Meter Reading Infrastructure** – the Water Division successfully bid out and awarded a contract under budget to have Automatic Meter Reading equipment installed on every water customer's water meter. This automatic meter reading equipment will allow for tracking and warning of high usage which will help to eliminate high water/sewer bills. The project should be completed by early Fall.
- **Sanitary Sewer main replacement at the new MSC/Fire Station** – in conjunction with the design and construction of the new Municipal Service Center there was a need to relocate and replace the existing sanitary sewer from the alley behind and under the old Fire Station to the new location along side the new MSC building.

- **Traffic signal, speed limit and stop sign improvements** – a transportation study was conducted by our Engineering staff to look at any potential improvements to improve traffic flow and safety throughout the City. Traffic signal improvements were made to the Coleman’s Crossing/City Gate at Delaware intersection where we installed two dedicated left turn signal heads on Coleman’s Crossing and the City Gate left turn lanes. Speed limits were adjusted on West Fifth Street, Columbus Avenue and on State Route 31.
- **Installation of irrigation system at Eljer Park baseball fields** – because the environmental cap at Eljer Park only allows for twelve to eighteen inches of soil placed above it the outfield grass has consistently died due to an insufficient amount moisture within the soil. To resolve this situation and to keep from reseeding the outfields every year we installed an irrigation system in the outfield grass areas.

Division of Water

Operations and Services

WATER TREATMENT OPERATION				
	Gallons Treated	Average Daily MGD	Maximum Daily MGD	Precipitation
	Total (MG) WTP			
October	58.822	1.961	2.346	4.09
November	57.534	1.918	2.336	0.81
December	57.446	1.853	2.113	4.13

CONSUMPTION SUMMARY – QUARTERLY AVERAGE					
	Average number of Accounts	Water Purchased Gallons	Water Purchased Cubic Feet	% of Total Purchased	Average Cu Ft Used Per account
Residential (single and multi)	6,300	28,736,489	3,841,777	52	610
Commercial (sing and multi)	563	8,290,114	1,108,304	15	1,967
Industrial	24	5,293,621	707,703	9	29,903
Other/Public	159	13,390,098	1,790,120	24	11,282
Bulk Water Sold		35,336	4,724	0	
Total	7,045	55,745,657	7,452,628	100	
Total Unpaid		7,481,963	1,000,262		
Unpaid water accounted for		2,908,743	388,869		
Unpaid water unaccounted for		4,573,221	611,393	8	
Total WTP Pumped avg./mo		57,934,000	7,745,1878		

Treatment Plant

- Cleaned out tanks and basins
- Worked on fluoride meter to make it stable
- Pulled well pump # 4 and # 5 for testing & inspection
- Installed new air dryer for compressed air system
- Topped off the reservoir
- Worked on W&T lime slaker
- Worked on getting the security lights to work properly
- Trouble shoot dam level sensor
- Worked on North tank bulk water station
- Repaired # 4 ph sensor
- Replaced 2” water line in sludge pump house
- Rebuilt ferric pump
- Repaired electric feed to the # 4 settling basin
- Cleaned out return sludge lines on # 1 settling basin
- Removed and cleaned low service water meter
- Replaced ferric feed line

Distribution

- Finished phase 4 S. Hickory project - Sherwood Ave. water main replacement project

- Installed 21 1” services
- Partial completion of all lawn restorations for this phase until spring
- Removed hydrants on abandoned main

- Started phase 5 S. Hickory project – Catalpa Pl. installing 420 feet of 8 inch ductile iron water main
- Completed the concrete restoration for the Maple St. water main replacement
- Continuing to monitor the auto flushers in the city/county dead end trouble spots
- Relocated a hydrant on Plum St. for the city parking lot construction project
- Repaired 1 hydrant hit by a car
- Repaired 6 hydrants with mechanical problems
- Repaired 3 main line valves replacing valve bolts with Stainless Steel
- Started the annual valve exercising program
- Continued with monthly and mid monthly spot flushing and recorded all chlorine residuals for water quality
- Started and completed hydrant flushing and maintenance of the entire distribution system
- Finished inspecting at Jerome Village – Ryan Pkwy & GPN 6.1
- Update Distribution map to reflect improvements
- Made 13 curb stop/box repairs
- Repaired 4 main breaks
- Completed all lawn, asphalt and concrete restorations related to distribution repairs
- Update hydrant & valve maintenance records as needed
- Perform monthly vehicle inspections and maintenance
- Removed all auto flushers for the winter
- Service work, Serviceman duties performed include
 - Disconnects and reconnects
 - Meter reads
 - Service line inspections
 - Meter sets
 - Service orders
 - Meter testing
 - Prepping for the AMI conversion

Projects

- We continued to review JV plans and provide feedback
 - Section 6-1
 - Section 6-2
 - Ryan Parkway
 - Future water line layout

- Water Treatment Plant

- Continued open discussions with URS to define possible treatment techniques
- Reviewed some treatment alternatives provided by URS
- We reviewed some distribution plans submitted by DLZ
- We reviewed preliminary plans for:
 - The Jacquemin property
 - Milford Crossing apartments
 - North Main Motors

Training and Education

- Scott Shepperd attended the quarterly AWWA Technology Group meeting
- Scott Shepperd attended a Backflow Sub Committee meeting that is conjunction with the AWWA Technology Group
- Staff attended monthly CEU training in Bellefontaine
- Staff attended defensive driving training at the County building
- Jeff Wood attended the Class I refresher course
- Jeff Wood received his Class I Water Treatment Certification from the OEPA
- Jeremy McDonnell continued working on his Class I Water Treatment correspondence course

Special Projects and Achievements

- We continued discussions with a some potential large water customers
- The AMI system
 - The Metro (data collector) was installed at the Fladt Rd tank
 - The TGB (main data collector) was installed at the Dunham Ave. tank
 - Our in house IT Dept. has been communicating with SSI and HD to get our system to be able to see the AMI system in order to transfer meter data

Plans for 1st quarter 2013

Treatment Plant

- Continue working on the fluoride meter calibration
- Put well # 4 and # 5 back into service
- Replace # 4 filter effluent valve
- Replace water line to chemical feed bldg.
- Get inflatable dam working correctly
- Get W&T lime slaker working correctly
- Rebuild # 4 filter if necessary
- Replace grating over # 1 sludge valves
- Find a replacement TTHM site for Mill Valley school
- Apply for lab certification

- Complete CCR for 2012
- Map filters
- Install rebuild kits in post cl2 feed

Distribution

- Continue spot flushing and recording chlorine residuals for water quality and tier 2 compliance with TTHM's
- Install new 3" water line at the water plant for the lime slakers and wash down
- Repair any system leaks as they occur
- Complete 10" cast iron abandonment on Industrial pkwy
- Update distribution map on an as needed basis
- Finish 8" DIP main installation for phase 5 of S. Hickory project on Catalpa Pl.
- Start and finish installing services for phase 5 of S. Hickory project on Catalpa Pl
- Start 8" DIP main installation for phase 6 of S Hickory project on Pinehurst Dr.
- Complete the annual valve exercising program
- Berm the drive thru for water haulers at N. tank
- Perform monthly vehicle inspections
- Continue to perform PM maintenance on all equipment as scheduled
- Update all hydrant and valve maintenance records
- Perform commercial waterline inspections as needed
- Continue curb stop/box repairs
- Continue to prepare for the AMI conversion

Division of Wastewater

Operations and Services

Water Reclamation Facility	Flow Treated Total (MG)	Average Daily MGD	Maximum Daily MGD	Precipitation
October	106.92	3.45	6.34	3.10
November	83.82	2.79	4.10	0.65
December	111.84	3.61	6.65	3.55

- Water Reclamation Facility met all conditions of NPDES permit requirements for the 4th Quarter 2012

- Continued daily process control and checklists – meter and hour readings, 2x day
- **2,916,276** gallons processed through the centrifuges; **7,879,190** gallons processed on the Gravity Belt Thickener.
- **1,039.09 tons** (wet weight basis) wastewater residuals were dewatered & disposed of at Cherokee Landfill
- Cost of sludge disposal: **\$38,049.74** (transportation & landfill tip fee). Average cost: **\$36.62/ton** removed
- Ferric Chloride continued for phosphorous removal. **34,958 gallons** used during the quarter.
- Seasonal grounds work at MWRF, WWTP and Lift Stations
- Repaired cell dividers in #1 filter
- Chlorinated #2 & #3 filters
- Both residual tanks were emptied and cleaned. Air diffusers removed and inspected. The air lines were cleaned out.
- Daily monitoring at Crosses Run Pump Station and Jerome Village Station.
- Hydrogen Sulfide monitoring at aeration tank influent and continued to monitor H₂S levels. Levels have consistently been below 1 mg/l. (no odor), also monitoring several other potential odor forming areas throughout the collections system with sulfide meters that are checked weekly with bioxide feed rates adjusted accordingly.
- Exercised valves throughout all lift stations and new plant on a monthly schedule.
- **1,004** Work Orders completed by Collections in the 4th quarter. Among these were: **22** New Tap Inspections & **5** Inspections on existing lines, **13** complaints during this quarter; 12 were the responsibility of the homeowner, 1 due to construction error for new City Building.
- Televised **31,187** feet of sewer
- Cleaned **1,863** feet of sewer
- Flushed **23** areas **found 2 needing completed** spot repairs
- Cleaned pump station wet wells at Watkins Glenn, Milford Center, Carriage Acres, Cherry Street and City Gate.
- Enzyme feeds – monitored and adjusted as needed weekly (for oil and grease control)
- Snow removal
- WRF tour for Columbus Area Managers - use of conference room for meeting - November
- WRF conference room: Union County OSHA training - October
- **Pretreatment**
- Notices of Violation (NOV's) were sent to any industry exceeding limits set forth under the existing Local Limits.
- Billed Industries for High Strength Waste Surcharges
- Enforcement of Fats, Oils and Grease Program (FOG).
- Quarterly Pretreatment report sent to OEPA
- Local Limit Evaluation submitted to OEPA for approval; after OEPA approval LL will need to be incorporated (updated) into City Ordinance

Projects

- Evaluation of overall Main Street Pump Station Removal Project relative to I & II continued
- Wetlands monitoring report and review to meet OEPA and USACE requirements (401, 404 permits)
 - Planted trees along Mill Creek
 - There are no mitigation credits for Big Darby; will pursue Scioto credits
- Added a larger Brine tank to the water softener at Jerome Pump Station.
- All IPP Compliance Sampling completed in December
- Bioxide feed systems (10 sites) operational upkeep.
- Generator & lift station pump oil changes, also amp/volt check pumps
- Continue spot repairs & FOG removal throughout system
- Old WWTP Decommissioning and demolition still in progress:
 - Continued Orbal demo – fill dirt being added, demo’s screw pump building.
 - Continued to clear and make room for spoils arriving at the old WWTP
 - Demolition will continue throughout 1st quarter of 2013 as weather permits & time allows
 - 8.1429 tons of scrap metal hauled for recycling; checks totaling \$3,234.41 to finance
- Phase II of 208 Plan revision (Jones and Henry & County staff)- one issue left regarding number of connections allowed from County owned Mill Creek WW area at no cost was finally resolved between the City & County with an Amendment to the Agreement
- Present at Woodbine Lift Station start up, and completed site punch list for Engineering.
- Completed 4th year of Wetlands Monitoring per OEPA requirements
- OEPA continued sampling for Mill Creek TMDL
- Awaiting OEPA approval of submitted Local Limits for IPP
- Awaiting OEPA approval of Local Ordinance revisions in accordance with IPP

Education and Training

- Online operator training - 360 Water
- Multi-Trode lift station controller class in October
- YSI Webinar
- Safety class - Blood borne Pathogen - October
- Safety class - Trenching & Shoring - November
- Safety videos - December

Special Projects and Achievements

- MWRP featured in OWEA Buckeye Bulletin

Division of Streets

Operations and Services

- Roadway base repairs were made on Buerger St, Damascus Rd, S. Oak St, Advent Ct, the WRF, E. 5TH St. Rt. 33 by pass. and Fairway Dr. using a total of 401 ton of asphalt
- Storm water laterals were installed on Millington Way, Advent Ct, and S. Oak St. as part of the paving project required another 109 tons for replacement.
- Surface patches were completed on Scottslawn Rd. and West 5th St. and N. Walnut St. using 36 tons of hot mix asphalt
- Crews installed a total of 13 handi-cap ramps at various locations around the city.
- As part of these ramp installations, 95 lineal feet of curb was installed
- We removed and replaced 96 lineal feet of side walk in Mill Valley and the Barr addition.
- 3 driveway approaches were poured on South Oak St. with a total of 64 lineal feet x 6 foot deep
- 17 cubic yards of CDF was poured on S. Oak St. to fill in front of new curb installation.
- Roadways and trails bermed included Hickory Dr. from Edgewood to Van Kirk Dr., Greenwood park trail, Mill Valley trail, and Dunham Ave.
- Storm water crews installed laterals at several locations throughout the city to connect down spouts along with other tiles that were replaced. In all we laid a total 1,160 lineal feet of 4 inch to 12 inch tile.
- Storm water crews also installed 11 new catch basins and repaired 17 catch basins
- All of the storm sewer tile systems within the scope of the resurfacing project were cleaned and filmed identifying problem areas.
- Maintenance was required on 616 signs/ 352 hours of which 326 sign installations were new.
- Traffic signal maintenance was performed as needed
- Street light inspections were completed quarterly
- Tree trimming was completed in Mill Valley
- Sanitation workers along with Street and ORW crews removed a total of 118 trees from street right of ways and park areas of which 90 were Ash trees
- Sanitation milled 141 stumps in 2012
- Yard waste collection for 2012 totaled 2,520 cubic yards of bags and brush collection totaled 3,445 cubic yards of chipped material
- Leaves collected for the year totaled an estimated 3,055 cubic yards
- Leaves, brush and compost was processed into mulch to be traded for landscape mulch and to be given back to the public
- Street crews painted all of the pavement markings within the city with the exception of the center and edge lines that were completed by contractors.
- Removed 2 log jams from Mill Creek
- Hauled over 160 loads of top soil from the reservoir and a stockpile at PSC to the new Police and Court facility and the Decker Fire Station.
- Lowered the elevation of the mound at the Milford Ave. and Maple St. intersection

- Installed a cricket field at Greenwood Park
- Cleaned the Town Run between 4th and 5th St.
- Endless miscellaneous tasks performed

Training and Education

- Dennis Rose , Marc Dilsaver and Joe Tracey attended training on community service personnel at ORW
- Construction zone safety training LTAP for entire PSC maintenance personnel
- Cory Bunsold and Rob Thompson trained for water license recertification
- Chad Morse, Ed Mullady and Joe Tracey trained for pesticide license recertification
- Duane Lord attended seminars on traffic control systems
- Street ,Storm water and Sanitation trained on Pengwen hydraulic systems

Achievements

- The installation of the sand volley ball courts at Eljer Park
- Work agreement with ORW to provide four residents to the City three days a week

Buildings and Grounds

Operations and Services

We take care of all the parks, soccer fields, ball fields, shelters, and rest rooms. We provide all of the landscaping of the parks which includes mowing, fertilization, weed control, flower beds, field preps, painting, cleaning and maintaining of the restrooms and also trail maintenance.

Projects

We had four major projects completed this past year.

The first was the joint effort of streets and our division as well as administration in the design, planning, and building of our sand volleyball courts at Eljer Park. The courts turned out great and were enjoyed by many this past summer.

The second was the painting of all fences, buildings, shelters, and signs at Eljer Park. This took many hours of brushing and rolling paint by our summer help, as well as some very tedious painting on the signs at the entrances of Eljer.

The third was the installation of an irrigation system for the two baseball fields at Eljer Park. This system will allow us to have beautiful green grass throughout the summer rather than the old brown grass that we have had the last two years.

The fourth was a combined effort of several divisions in planning and installing all of the Christmas decorations in Uptown Marysville, as well as hanging the lights on the big Christmas tree in front of the court house. The decorations looked great and the tree was beautiful.

Education and Training

Chad and Lane attended pesticide updates as required. Chad and Scott attended a seminar on playground inspections, and Chad also attended arborist seminars.

Achievements

Completing the four projects listed above plus the successful operation of the municipal pool. Helping and serving the public whenever possible and cooperating with all divisions of the City of Marysville. I thought that we had a very successful Uptown Friday Night program which is another joint effort of many workers from several divisions of the City.

Oakdale Cemetery

We had a good year at Oakdale Cemetery. The grounds were prepared for the Memorial Day Ceremony and were maintained throughout the year. The public also provided good service to Oakdale. We had 69 burials: 52 full body, 14 cremations, and 3 infant. We sold 64 lots, 18 are being paid on installments and 46 were paid in full.

Operations

We conducted funerals as needed, provided service to the public, installed monument foundations, maintained the grounds, and focused on improving on our customer service.

Special Projects and Achievements

Our special project was to begin the process of expanding Oakdale Cemetery. Roadways, water lines, and sections have been identified. Surveying will take place and expansion will begin in 2013.

Plans for Next Quarter

To continue to do as best we can with our customer service, take care of the grounds, and continue to help with the expansion of Oakdale

Education and Training

Staff attended safety and pesticide training as well as arborist seminars.

Personnel

Ron Schilling was the primary worker at Oakdale, two part time employees helped and the rest of our crew would help whenever a situation or project required additional help.

Division of Police 2012 Annual Report

Executive Summary

The police division received 12,550 Calls For Service (CFS) during 2012. These CFS can involve something as minor as a barking dog complaint to a major felony related crime. These 12,550 CFS resulted in 1,887 Incident Reports, and 473 traffic crash investigations. This was an active year for the police division in many areas which can be seen in the remainder of this report. The division experienced a change to its organizational structure which will be explained later in this report. The construction of the new Police and Municipal Court Facility has continued throughout 2012, and we look forward to its completion in the spring of 2013.

Operations

Division personnel responded to 12,550 Calls For Service during 2012. General summaries of the most frequent calls are listed below:

911 Unknown	94	Alarm Drop	581
Animal Complaint	209	Bicycle Registration	25
Barking Dog	62	Canine Use	36
Civil Standby	228	Civilian Fingerprinting	400
Disabled Vehicle	502	Dispute	512
Domestic Dispute	244	Intoxicated Person	147
Failure to Pay	93	Fight	74
Fire	45	Hit Skip	125
Injury Crash	101	Juvenile Complaint	267
Loud Noise	182	Person with Gun	13
Threatened Suicide	111	Mentally Disturbed Person	60
Message Delivery	67	Missing Person	18
Unruly Juvenile	85	Missing Juvenile	38
Fatal Crashes	0	Thefts	671
Recovered Property	236	Auto Theft	53
Suspicious Vehicle	749	Suspicious Circumstance	404
Suspicious Person	538	Open Door	95
Transports	264	Vehicle Lockout	781
Wellbeing Check	157	Funeral Escort	50

There were a total of 1887 Incident Reports filed during 2012. General summaries of the most frequent are as follows:

Police K-9 Incidents

Incident Types:

- Article Search1

Assaults	55	Domestic Violence	43
Attempted Suicide	24	Disputes	61
Auto Thefts	53	Unruly Juveniles	30
Burglary and B&E	67	Sex Offense	30
Criminal Damaging/ Vandalism	133	Telecommunications Harassment	53
Death Investigations	4	Thefts	388
Disorderly Conduct	54	Thefts from Motor Vehicles	53

- Building Narcotics Detection.....7
- Canine Public Demonstrations.....8
- Criminal Apprehension.....4
- Building Search.....2
- Tracking.....1
- Vehicle Narcotic Detection.....37

During the past year the police division’s K-9, Kahn, was injured during a training exercise. His injury required professional emergency medical treatment as well as a period of rehabilitation. Kahn’s medical bills were in excess of \$3,100, in addition to some donated services from Med Vet Medical Center for Pets of Worthington. Due to the generosity of many private citizens a total of \$4,600 in donations was received from Kahn’s treatment. Therefore no city funds were expended. Utilizing the remaining funds the police division was able to purchase a German Shepherd puppy to train as Kahn’s eventual replacement. As a part of this situation K-9 Officer David Nist, who is a certified trainer, will be able to train the German Shepherd as a part of his regular duties at no cost to the city.



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Officer Nist and Kahn collaborate with other law enforcement agency K-9 units such as the Union County Sheriff’s Office, the Bellefontaine Police Department, the Delaware County Sheriff’s Office, the Dublin Police Department, the Pickerington Police Department, and the Madison Township Police Department for training as well as

assisting each agency on school related drug searches. Officer Nist and Kahn participated in fourteen school related drug searches in 2012.

Investigations

During 2012 the division had three officers assigned as full time investigators one of which is also assigned to the drug task force. Two significant investigations resulted in child abuse charges and convictions. A Marysville man accused of shaking his infant son was found guilty of two counts of endangering children and was sentenced to seven years in prison. A second Marysville man who assaulted a fifteen month old girl pled guilty to one count of felonious assault and endangering children. He was sentenced to fourteen years in prison with no possibility of release for at least ten years.

As the result of the continuing investigation into the death of a Marysville man who was found dead behind a local bar in 2008, a Marysville woman pled guilty to one count of involuntary manslaughter and one count of perjury. A sale of drugs led to the death of the victim. The woman was sentenced to a nine year prison term.

The police division through collaboration with Union County Sheriff Jamie Patton and Union County Prosecuting Attorney David Phillips continues to be involved with the Union County Multi-Agency Drug Enforcement Task Force. This collaboration enables the agencies to investigate drug offenses and drug related crimes in an efficient and effective manner through the sharing of resources. The division along with the task force also collaborates with the Columbus Office of the Drug Enforcement Administration (DEA) conducting investigations that target individuals involved in the distribution of Heroin which negatively impacts our community.

Special Projects and Achievements

- Officers conducted three women's self defense classes with a total of sixty-one students being trained.
- Continued collaboration with the Marysville Apartment Managers Association. Quarterly meetings are held with an officer and an investigator present. This year Detective Don McGlenn delivered a presentation on recognizing and dealing with drug abuse to regional managers from around Ohio and Kentucky at Watkins Glen.



- Officer Josh Dillahunt taught the D.A.R.E. program to 450 fifth grade students at Creekview Intermediate School, and 387 seventh grade students at Bunsold Middle School. A graduation ceremony was held in January of 2013 at Creekview with Mayor John Gore as the guest speaker.
- The division collaborated with the Union County Prosecutor's Office, the Richwood Police Department, the Plain City Police Department and the Union County Sheriff's Office on a project led by Union County Sheriff Jamie Patton. This project resulted in drug disposal boxes being installed at the Sheriff's Office, the Plain City Police Department and the Richwood Police Department thereby providing a safe and convenient means for citizens to dispose of expired prescription drugs or other drugs.
- Officer Phillip Doyle continues to serve as the School Resource Officer at Marysville High School; an assignment he has handled for the past seven years. Officer Doyle provides full law enforcement service to the school and helps to ensure a safe and secure environment. He is the liaison between the high school and the division.
- Traffic and crowd control was provided for the following activities: Memorial Day Parade, Independence Day Parade, Union County Fair Parade, Homecoming Parade, and the Christmas Parade.
- Provided escorts for fifty funeral processions
- Conducted 150 background checks for the Union County Fair.
- Officers conducted classes in Forensics at the Marysville High School.
- Assisted with security escorts for two individuals in this year's Presidential campaign

Education and Training

- Twenty-four officers attended a four hour "Autism and First Responders" seminar, sponsored by the Union County Department of Jobs and Family Services, the Union County Board of Developmental Disabilities, the Council for

Union County Families and the Union County Autism Support Group. Additionally all officers participated in on-line training on Autism and other disabilities through Ohio Attorney General Mike DeWine's office. Five officers also completed a four day Crisis Intervention Team (CIT) training. There are plans to send five additional officers to the CIT training in the spring.

- Deputy Chief Robert Spain and Sergeant Ron Nicol attended their annual refresher training for their Police Executive Leadership College certification.
- All sworn officers completed the required annual weapons recertification training.
- Officers completed on-line training on Awareness of Human Trafficking, and Responding to Human Trafficking through Ohio Attorney General Mike DeWine's Office.
- Special Response Team Marysville officers and Union County Sheriff's deputies participated in monthly training.
- Sixteen Officers participated in training on a video firearms training simulator. This training was also offered to personnel of other Union County Law Enforcement Agencies.
- Two officers completed "First Line Supervisors" training. (32 hour course)
- Three sergeants attended a one day training covering, "Civil Demonstration Law."
- Four officers attended "Amber Alert" training.
- All patrol officers received their annual Taser training.
- Two officers completed a forty hour Police Bicycle Patrol training sponsored by the Delaware Police Department.



Division of Fire 2012 Report



**Major General Decker and Mayor Gore Open the Decker Fire Station 271
September 11, 2012**



Executive Summary

- Chief Gary Johnson retired after 31 years of service in January 2012.
- Jay Riley was promoted to Chief of the Division February 8, 2012.
- All of the fire division paramedics participated in annual pediatric advanced life support course in March 2012. This course is a requirement for our paramedics to function within Union County.
- All fire division vehicles adopted the City of Marysville brand. As a symbol of continuity and teamwork, the fire division shares the brand with all of the departments and divisions within the City.
- The fire division was reorganized resulting in the promotion of Battalion Chiefs Mark Ropp, Jim Strayton and Nathan Burns in May 2012.
- A John Deere Gator was placed into service as a special events EMS standby vehicle. It has proven very effective, providing greater accessibility for the provision of service to our community.
- Sutphen Engine was delivered in August 2012
- The division welcomed a new permanent part-time administrative assistant Jennifer Michael to the division in April.
- Performed standby for special events in the community such as the All Ohio Balloon Fest, Union County Fair, Union County Covered Bridge Festival and Uptown Festifair.
- Luke Streng was promoted to Lieutenant in August 2012.
- Participated in the 5th Annual Neighborhood Flashlight Walk in Mill Valley in August.
- Participated in Union County Senior Services Fair

- Hosted our annual tribute to 9-11 at Decker Fire Station 271, the 11th anniversary of the event. The event also served as the open house and dedication of the new facility.
- The fire division moved all operations from 209 S. Main St. to 16300 County Home Rd with the opening of the Decker Fire Station 271 on October 5, 2012.
- Fire Prevention: Numerous Fire House tours for pre-schools, girl/boy scouts, schools, etc.
- Fire Prevention tours for Navin Elementary students during our open house.
- Annual pump testing of all apparatus was completed in November 2012
- Fire Prevention: Lt. Watson, Chad Jolliff and firefighters went into local elementary schools and educated more than 3,000 children on fire safety and prevention.
- Pumpkin Drop for MDA Fundraiser Event, which not only benefits MDA, but was also a useful community outreach tool.

Education and Training

The Division of Fire conducts daily training in-house by experts in varying fields. Members also participated in many educational outreach opportunities as well as classes at the Ohio Fire Academy, National Fire Academy, Ohio Fire Academy, and several conferences. The division's mandatory physical fitness training program continues to serve as a model for other fire departments.

Firefighters Zach Welch and Sean Rengert were successful in obtaining their state certification as fire instructors in 2012. As training is a vital to our success, we rely on our in-house instructors to keep us up-to-date with our preparation and required skills. A few examples of these "off-site" classes were conducted in Emmitsburg, MD, where four personnel attended courses at the National Fire Academy. It is important to note that all DHS classes are totally funded through the federal government and has allowed us the opportunity to attend training that is not funded within the current budget. Chief Jay Riley completed the four-year long Executive Fire Officer Curriculum in 2012.

The training goals achieved during 2012 included participating in three county-wide drills. In May, we participated in a county-wide training with several of our personnel acting as instructors. In December 2012, the division led a pilot program of utilizing video conferencing to hold daily fire and EMS trainings with the other fire departments in Union County.

All Paramedics in the division completed their bi-annual Advance Cardiac Life Support training. The Division of Fire frequently combines resources with other county fire departments and continues to co-sponsor semi-annual EMS continuing education conferences that draw participants from throughout the state. Other successful combined efforts have focused on acquisition of state and federal DHS grants for joint operational efforts.

This past year we sent firefighters Mike Best and Zach Welch to multiple schools to obtain certification as a "Rescue Specialist Technician." This is a very in-depth course of study that requires hours of classroom and practical training. We have received great benefits from this, bringing current and "state-of-the-art" rescue training practices back to the division to incorporate into our system. These firefighters and Lt. Luke Streng have formed a working group that facilitates training and makes recommendations for specialized equipment.

Beginning in November, the fire division led a pilot program with the other fire departments in Union County to provide training daily through video conferencing. This technology allows firefighters and paramedics from each of the county departments to participate in joint training. This is a more economical format as topics aren't redundant. It also improves implementation on calls when multiple fire departments are functioning. We look forward to reviewing the program at the end of the pilot program and evaluating the potential to collaborate further with other emergency service providers in Union County.

Fire and EMS Operations



Structure Damage due to heavy winds and storm on W. 5th Street, June 29, 2012

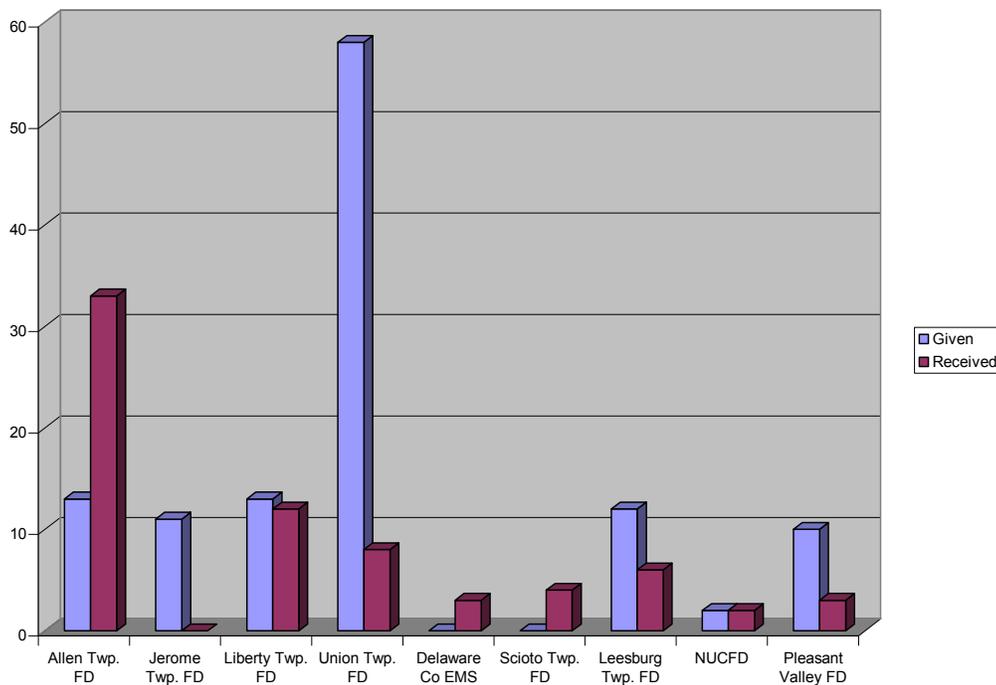
In addition to our training, the Division of Fire was very active with significant changes in the operational arena. The operations of the Fire Division moved into the new Decker 271 Fire Station on October 5th, 2012. The S. Main Street station will spend a year under significant remodeling to become the Municipal Services Complex, with the second fire station expected to re-occupy the site in the fall of 2013. This monumental move was completed in one week, and was only possible due to the dedication and hard work of the great staff that we have.

Several significant responses occurred in 2012:

- A fire destroyed a church on Paver Barnes Road in a 2-alarm fire during the early morning of January 10, 2012. The fire prevention bureau partnered with the Union County Sheriffs Office to perform an investigation and make an arrest in the case.
- Fiesta Grande, a popular uptown restaurant, suffered a roof collapse during a summer storm on June 29, 2012. The Union County Chief Building Official deemed the structure unsafe. Fire and Police crews maintained a presence at the site until the building could be brought to the ground two days later.
- A 2-story, 8 unit apartment building was awakened to life-threatening levels of carbon monoxide on July 19, 2012. All occupants were evaluated, all units were ventilated and several people were transported to the hospital.
- A vehicle drove into the Marysville Schools Board of Education Building the morning of September 17, 2012. Working again with the Union County Building Officials, the building was evaluated while MFD transported the occupant to the hospital.

We continue to have multiple calls simultaneously, without enough staff to handle the volume. This required us to utilize our mutual aid fire departments. Our closest average response time from a mutual aid department is nearly 13 minutes. With the division's goal of being on scene within 7 minutes from the time of call to any of our fire management zones at least 90% of the time, the mutual aid runs are hindering our goal achievement. MFD received mutual aid 76 times during 2012 and gave mutual aid 122 times. We have developed an outstanding working relationship with our neighboring departments and are grateful for the assistance they provide us during high call volume periods.

We continue to provide a significant amount of our mutual aid numbers (58) to Union Twp. FD. This is largely due to their requests for paramedics that can provide advanced life support to high acuity patients. Union Twp. is the only EMS provider in Union County that currently does not provide advanced life support. Our mutual aid to Union Township is up 7 calls compared to 2011, despite beginning to have staffing at their station during the daytime business hours in 2010.



Mutual Aid Received and Given in 2012

MFD responded to 2131 EMS calls and 743 fire calls, for a total of 2,874 calls for service. Although the number of calls remains consistent with the total for 2011, our EMS calls are up 129 and fire calls are down 141. We anticipate further increases in EMS calls in 2013 as further changes occur through the national health care reform process. The fire division could see a significant increase in EMS calls if insurance companies drive costs for medical care upward as the community seeks an alternative for

minor injuries. We continue to track our call volume by fire management zones, one-mile square blocks within the City and contracted townships. This information has been useful in projecting run volumes for deployment and staging of resources for the future.

In November of 2012, the Fire Division collaborated with Union County Sheriff Jamie Patton to locate a staffed medic unit at the Sheriff's Office on West 5th Street. This allowed the fire division to maintain a presence in the uptown area, when staffing is available, during the construction of the S. Main St. Municipal Services Complex.