

## 2016 MONTHLY PERMITS AND INSPECTIONS BY TYPE WITH YEARLY TOTALS

[illegible]

MONTHLY DATA 2016

TOTALS: 26 5.939.017

## FIRST QUARTER 2016

DATE	ADDRESS	VALUE	PROJECT	OWNER	CONTRACTOR
1/1/2016	2362 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
1/1/2016	2364 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
2/3/2016	1326 LENNOX AVE NE	181,000	ERECT SINGLE FAMILY DWELLING	ROBERT & LINDA DENHKE	MILLER'S PREMIER CONSTRUCTION
2/17/2016	2380 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
2/17/2016	2382 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
2/29/2016	1500 SPRINGHILL AVE NE	200,000	ERECT SINGLE FAMILY DWELLING	SANDRA FRONIMO	COLLIER CONSTRUCTION
3/8/2016	766 - 11TH ST SE	74,000	ERECT SINGLE FAMILY DWELLING	HABITAT FOR HUMANITY	HABITAT FOR HUMANITY
3/8/2016	1910 WOODRUFF AVE NW	74,000	ERECT SINGLE FAMILY DWELLING	HABITAT FOR HUMANITY	HABITAT FOR HUMANITY
3/21/2016	4786 WOODSTONE AVE NW	90,000	ERECT SINGLE FAMILY DWELLING	LANE GLICK	LANE GLICK
3/31/2016	2150 CHAMPIONSHIP CIR SE	190,000	ERECT SINGLE FAMILY DWELLING	SMITH DEVELOPMENT CORP.	SMITH DEVELOPMENT CORP.

## SECOND QUARTER 2016

DATE	ADDRESS	VALUE	PROJECT	OWNER	CONTRACTOR
4/6/2016	1983 MASTERS POINT SE	220,000	ERECT SINGLE FAMILY DWELLING	BLAKE & DEBORAH FEARON	ASPEN HOMES, INC.
4/14/2016	2050 CHAMPIONSHIP CIR SE	325,000	ERECT SINGLE FAMILY DWELLING	DOMINIC SHELL	COLONIAL HOMES
4/27/2016	1855 BLOOMINGHILLS PL SE	85,000	ERECT SINGLE FAMILY DWELLING	SCHALMO PROPERTIES, INC.	SCHALMO BUILDERS
4/28/2016	2155 CHAMPIONSHIP CIR SE	250,000	ERECT SINGLE FAMILY DWELLING	KENNETH LONG	BLTHE CONSTRUCTION, LLC.

## THIRD QUARTER 2016

DATE	ADDRESS	VALUE	PROJECT	OWNER	CONTRACTOR
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## FOURTH QUARTER 2016

DATE	ADDRESS	VALUE	PROJECT	OWNER	CONTRACTOR
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May 15, 2016

The Honorable Mayor Kathy M. Catazaro-Perry  
City of Massillon  
Municipal Government Administration Building  
151 Lincoln Way East  
Massillon, Ohio 44646

**Reference:** *Monthly Report for the Civil Service Commission and the Equal Employment Opportunity Office:*

Dear Mayor Catazaro-Perry:

The Civil Service Commission tested 2 applicants for an Electrician III position, and 15 applicants for a Massillon City School Custodian position. Tests were graded and Eligibility Lists were certified by the Civil Service Commission.

A promotion assessment was performed by The Ohio Association of Chiefs of Police Inc. for a Lieutenants promotion in the Massillon Police Dept. Lt Jason Saintenoy was the highest scorer and was offered the promotion.

The Civil Service Commission met on Monday April 25, 2016 for their monthly meeting.

Sincerely,  
Joseph G. Alessandro Sr.  
Public Administration Consultant  
Administrator to the Civil Service Commission  
Director of the Office of Equal Employment Opportunity





To: Mayor Kathy Catazaro-Perry

From: Barb Sylvester, Community Development Director

Date: May 6, 2016

Monthly Report – April 2016

Fair Housing update – Worked with Bev and Josh on all Fair Housing Programs and goals for the City. Placed a publication in the Massillon Independent and the Sunday edition of the Canton Repository “April Fair Housing Month”. Formatted and printed Fair Housing brochures with the City of Massillon’s logo on them for mailings and distribution to the citizens. Gave brochures to the library and to all the nonprofit agencies of Massillon at a meeting that Josh and I attended for their facilities to give to citizens.

Attended the Fair Housing meeting and updated all members regarding the work that has been completed, info on the audit, and the Fair Housing goals.

Researched and self-educated myself on the new Fair Housing regulations. All CDBG grantees must change their procedures of Fair Housing from “Analysis of Impediments” to “Assessments of Fair Housing”. This New reporting is required for 2018. We will be working with Stark County Regional Planning, City of Canton, and Stark County Metropolitan Housing to form a collaboration for the implementation and filing of this new requirement.

Began the development of the 2016 Action Plan in the eCon system of IDIS. Reviewed instructions, searched and consulted data sources, gathered and maintained the accurate data and information needed. Set up all goals, goal indicators, and projects. Completed all required information and reports. All information completed up to the point to finalize after the public hearing and council’s final meeting/vote. The Action Plan is due to HUD by May 15, 2016 and to Stark County Regional Planning (our lead of the consortium) by May 9, 2016.

Reviewed instructions, researched information needed, and filed HUD required reports/returns. SF425 quarterly financial report and MBE2516 semi-annual contractor’s activity report.

Provided data, reports, and had discussions with the accountant performing the State Single Audit for the City regarding the audit of CDBG accounts/financials.

Communications with our HUD representative and the HUD financial consultant through various emails and phone discussions regarding our strategies, goals, accounting records, and compliance of our CDBG funding.

Worked with Stark County Regional Planning discussing our HOME programs FY2016.

Meeting with ICAN regarding CHDO projects for the City. Discussions with Stark County Regional Planning regarding CHDO.

Completed the “Independent Contractor Agreement – CDBG Code Enforcement” for CDBG code enforcement. Created voucher form, and daily time keeping form for HUD required record keeping.



Research and maintained accurate data and information for CDBG code enforcement. Meetings with independent contractor discussing the agreement, duties required, and responsibilities of the Code Enforcement Contractor.

Implemented the "Programmatic Agreement" for HUD requirements for historic preservation in compliance with Section 106. After a conference call with Ohio State Historic Preservation Office and three representatives from HUD it was instructed to us to develop the "Programmatic Agreement" effective immediately. The agreement was sent to Washington DC the Advisory Council on April 20, 2016. Now waiting on their reply, then final steps will be taken of the agreement.

Attended the two day quarterly meeting of OCCD and the HUD Columbus Field Office 2016 All Grantee Formula Meeting in Columbus. The meetings and training sessions were very informative. I was able to meet with our Representative and the Management staff of the HUD Columbus office.

## Barbara Sylvester, Community Development Director

From: Beverly A. Lewis, Housing Director, Massillon City

Date: Monthly Report May, 2016

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### ACTIVITY REPORT:

- **Fair Housing Calls for the Month:** - The number of calls received for April were Twenty-Six.

Many calls were in regards to evictions and unfair practices in regards that were against the rental agreements they signed. Persons were also concerned about the hidden clauses in the agreements that left them liable for all the externals and utility payments beyond electric and gas. Some landlords want them to pay for sewer and taxes on the property. We are putting together much information in regards to Yorkview. I get weekly reports in regards to an ongoing situation at Riverview as well.

- **Housing Rehabilitation Projects:** We have completed three full rehab. and have sent out application to begin one more. I have placed calls to homeowners who have been on the wait list and giving them time to respond, We will have to receive at least two more to go forward and get as much done this year as possible to provide Rehabilitation to homeowners residence.
- **Emergency Rehabilitation Projects:** We have many requests for emergency assistance. We just finished the electric for one resident and have the specifications for two roofs.
- **First-time Homebuyers Assistance:** We have two first time homebuyers who are in varying stages of a home purchase.

### Miscellaneous:

Our Web Site has been seriously improved with informative information for fair housing and access to the HUD website to receive forms and booklets. Again thank you for the opportunity to serve.

Beverly A. Lewis

**THE CITY OF MASSILLON**  
**INTERNAL CORRESPONDENCE**

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**TO: Mayor Kathy Catazaro-Perry**  
**FROM: David Maley, Economic Development Specialist**  
**DATE: May 13, 2016**  
**RE: Monthly Report**

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- Conducted Site Plan Review meeting for two businesses locating facilities in Massillon.
- Wrote an asbestos survey contract per our demolition program of vacant structures and awarded 3 contracts for “survey” work.
- Attended all City Council sessions providing information to council members on a variety of issues.
- Working with several businesses on possible grants and/or loans for expansion or relocation.
- Attended monthly meeting of the Stark County Land Reutilization Corporation to update them on issues related to properties the City is looking to acquire.
- Working with Stark County Regional Planning on several issues regarding the acquisition of property and demolition for the Neighborhood Initiative Program (NIP) for four properties in the City.
- Continue to work with Habitat for Humanity on a neighborhood revitalization project.
- Attended a meeting with regional ED Director’s sponsored by Jobs Ohio and Team NEO.
- Participated in a Webinar on economic development.
- Worked with other staff on TIF financing language.
- Other events: Community Investment Corporation meeting; Millennium Road dedication; WestStark Legislative Breakfast; met with several SDB staff.
- Orchestrated a meeting of the “vacant home revitalization committee” discussing solutions to vacant homes in our community.
- Awarded 3 contracts for asbestos surveys on 3 vacant houses that are up for demolition.
- Wrote an economic development article for the Massillon Independent.
- Compiling a list of city property for possible sale.



### **STREETS (Continued)**

**Springhill Settlement Reconstruction** – Preparing estimate and survey.

**2015 Priority Street Segment Resurfacing Project** – Northstar Asphalt apparent low bidder. Currently preparing contract documents for award.

### **SIGNALS**

**Tremont & 1<sup>st</sup> Street SE** – A Signal Warrant Study was completed and it has been determined that a traffic signal is not warranted at this intersection as such it will not be replaced and the appropriate traffic control devices have been installed.

**Erie & South** – Awaiting traffic counts.

**Controller & Signal Upgrades** – Lincoln Way E & 23<sup>rd</sup> NE, Lincoln Way E & 26<sup>th</sup> NE, Lincoln Way E & 6<sup>th</sup> NE, Erie & Walnut, Erie & Edwin, Erie & Finefrock. Anticipate to begin replacement in June 2016.

### **SUBDIVISIONS**

**Centennial Village** – Preliminary plat and rezoning approved by Planning Commission February 13, 2002. Revised preliminary approved May 8, 2002. Plans approved. Final plat approved by Planning Commission and Council. Plat recorded. Site work began week of September 23, 2002. Sanitary completed and tested. Roadway installed week of May 5, 2003. Easements relocated. Street signs installed. Bond transferred to Roseman Construction. Punch list items to be completed in Spring.

**Country View Meadows** – Preliminary plat approved by Planning Commission August 8, 2012. Developer is working on Engineer's drawings and survey plans. Phase 1 plat approved by Planning Commission in October 2013. The plat has been approved by City Council and recorded with Stark County. The construction plans have been approved by the City Engineer. Clearing and grading began on April 21, 2014. Underground utility work 100% completed. Grading and drainage completed. Curb and pavement installed. Homes under construction. Need to install street lighting.

**Concord Village Allotment** – Preliminary plat approved by Planning Commission March 9, 2005. Plans submitted and approved. Final plat to Planning Commission September 13, 2006. Approved by Council October 16, 2006. Plat recorded, construction began the week of March 26<sup>th</sup>, 2007. Paving completed week of June 25, 2007. Homes are currently being constructed. Working on completing punch list items.

**Gray Ridge Estates Phase 1** – Preliminary plat submitted to Planning Commission March 9, 2005. Final plat approved by Planning Commission and Council February 2006. Earthwork began week of July 31, 2006. Pre-construction meeting August 21, 2006. Sanitary sewer installation and testing complete. Utility construction 75% completed. Sanitary trunk sewer extension completed. Homes are currently being constructed. Curb and pavement installed week of May 14, 2007. Seeding/grading and punch list items to be completed. Reconstruction of 27<sup>th</sup> Street SE completed. Entire development sold at auction in summer 2011. Ryan Homes has resumed housing construction in Spring 2013. Street lighting has been installed, monuments installed, working on final punch list items at detention ponds.

**Buckeye Ridge Estates** – Preliminary plat submitted to Planning Commission May 13, 2015. Resubmitted a revised preliminary plat to Planning Commission June 29, 2015. Final plat approved by Planning Commission August 26, 2015 and Council September 21, 2015.

**Sippo Reserves Allotment Phase 1** – Preliminary plat approved by Planning Commission December 8, 2004. Plans submitted and under review. Plans approved. Earthwork began week of August 22. Sanitary sewer installation began week of September 19<sup>th</sup>. Final plat approved by Planning Commission July 13, 2005, Council September 6, 2005. Underground utilities completed. Curb installed week of April 17, 2006. Asphalt completed, sewer testing completed. Homes being built.

**Sippo Reserves Allotment Phase II** – Plat approved by Planning Commission and Council. Utility and roadway construction began in August 2010. Underground utilities are installed, curb installed September 7, 2010. Paving completed November 3, 2010. Project has been transferred to a new developer, who will be completing any remaining items. Street lighting installed August 25, 2014.

**Westbrook Estates Phase III** - Plans sent in December 2005 and under review. Revised plans sent April 27, 2006. Plat submitted May 30, 2006, approved by Planning Commission June 14, 2006. Approved by Council. Grading work 90% completed. Utility work began the week of April 16<sup>th</sup>, 2007. Utilities 90% completed, curb and roadway installed week of November 3, 2008. Plat recorded March 25, 2009. Underground electric and telephone lines have been installed, homes being built. Working on punch list items.



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### **SUBDIVISIONS (Continued)**

**Westbrook Estates Phase IV** – Preliminary plat approved by Planning Commission May 13, 2015. Engineer is working on construction drawings and final plat. Final plat approved by Planning Commission on January 13, 2016 and Council on February 16, 2016.

### **MISCELLANEOUS**

**Back-Up Generator** – Installed a new back-up generator unit for City Hall/Police/Courts building.

**Storm Water Management Plan** – Currently compiling data to prepare our 2015 Annual Report for submission to Ohio EPA. Report was submitted in April 2016.

**Storm Water Mapping** – Updating on a continuing basis.

**Subdivision Mapping** – 50% completed PS drawing/SD drawings. Editing to include subdivision information: replats, vacations, dedications.

**Sanitary Sewer Mapping** – 96% completed. Permits and GIS are being added to the database and are 22% complete. Editing files to include pipe length and slope/material. Currently researching all septic locations within the City. Adding elevations to database and modeling for flow; adding elevation data.

**GIS** – Completed, transferring items to ESRI. Setting hyperlinks. Modifying display and addressing and permits, maps. Continuing to update. Adding traffic signals, signs inventory, elevation work for flow on sanitary, sanitary septic areas, misc. repairs. Updating and transferring to new server. Revise into SQL Server. Setting Collector & Local Government model.

**Web Site** – The Engineering Department web site has been completed and will be updated on an ongoing basis. Analyzing and updating current maps.

**Outfall Inventory** – Creating mapping and database including data entry of existing outfalls as required by the City issued OEPA Storm Water Permit. This is an ongoing process throughout the year.

**WWTP 2015 Fiber Optic Infrastructure Improvement Project** – Bid opening held December 8, 2015. Awarded to Lockhart Concrete. Began the week of April 18<sup>th</sup>, 20 % completed.

### **UTILITIES**

**3<sup>RD</sup>/Lincoln Way East** – Dominion gas line replacement project PIR 1526 underway to replace 14,000 feet of underground gas line and 200+ service lines to homes and businesses. Project was completed December 1st.

**10<sup>th</sup> Street NE** – Dominion gas line replacement PIR 825 underway to replace underground pipe and service lines 10<sup>th</sup> Street NE (north of State Avenue to Medill Avenue) including Rotch/Irvington/ etc. Project has been completed.

**Connecticut Ave SE** – Dominion gas line replacement project PIR 1166 to replace underground gas mains between Hess Blvd and 20<sup>th</sup> Street SE. Easement through South Sippo Park has been finalized and construction will continue into the Spring.

**3<sup>rd</sup>/Tremont SE** – Dominion PIR 2093C project to replace 480' of 8" intermediate pressure gas line along east side of 3<sup>rd</sup> Street. Pipe is completed, working on sidewalk and restoration.



**Thomas M. Burgasser, Fire Chief**

Fire Department | 233 Erie Street South, Massillon, OH 44646 | 330.833.1053

Friday, May 13, 2016

Mayor Catazaro-Perry  
Municipal Government Center Annex  
151 Lincoln Way East  
Massillon, Ohio 44646

Dear Mayor:

Attached is the monthly report for the Massillon Fire Department for April, 2016.

The department responded to a total of 402 alarms during the month. This averages to 13.4 alarms per day. There were 70 fire alarms and/or public service calls, and 332 rescue and EMS calls. There were no injuries or deaths due to fires.

On the 5<sup>th</sup> of the month, I attended the Diversity Committee meeting. I also attended a meeting to discuss recovery from heroin addiction.

On the 7<sup>th</sup> of the month, I attended the monthly LOGIC Board meeting. I also attended a countywide collaborative CAD meeting to discuss common issues with the new CAD system.

On the 8<sup>th</sup> of the month, I met Director Smith, Chief Moser and Major Anderson of the Stark County Sheriff's Office to discuss the radio problem within the City and how to migrate to the County 800MHz system.

On the 12<sup>th</sup> of the month, the department held its monthly Officer's meeting. I also attended a meeting of LOGIC Board to discuss radio-CAD issues.



**Thomas M. Burgasser, Fire Chief**

Fire Department | 233 Erie Street South, Massillon, OH 44646 | 330.833.1053

On the 13<sup>th</sup> of the month, I met with the Mayor, Safety Director, Police Chief and representatives of our Liability insurance carrier regarding the topics of ride-along, job-shadow, and explorers programs. I also met with the Assistant Chiefs.

On the 14<sup>th</sup> of the month, I met with CBO Frank Silla, Director Smith and representatives from Advanced Industrial Roofing to discuss code violations and/or remediation for the site on South Erie St.

On the 15<sup>th</sup> of the month, I attended the Diversity breakfast at which time Captain/Medic Charles Floyd was presented with the Firefighter of the Year award from the Mayor. I applaud Captain Floyd for his efforts and his accomplishment.

On the 17<sup>th</sup> of the month, I met with LEPC Director Mc Donald regarding Health Hazmat Awareness classes as they pertain to meth labs and hoarder houses.

On the 18<sup>th</sup> of the month, the department attended the 3<sup>rd</sup> of July Celebration meeting.

On the 20<sup>th</sup> of the month, I met with Chief Garra (City of Canton) and Chief Hogue (Jackson Township) to discuss common issues, joint training, and joint operations.

On the 21<sup>st</sup> of the month, I attended a meeting for the Car Show. I also attended a meeting of the LEPC Executive Board regarding budget. Finally, I attended the quarterly Stark County Fire Chief's Association meeting at Arrowhead Country Club.

On the 26<sup>th</sup> of the month, I attended the monthly Haz Mat Executive Board meeting.



# Massillon Fire Department

233 South Erie St.  
Massillon, Ohio 44646  
Phone (330) 833-1053  
Fax (330) 833-1443  
[www.massillonohio.com](http://www.massillonohio.com)

## Office of EMS Coordinator

May 7, 2016

Chief Burgasser

Re: April 2016 Monthly Recap

### Call Distribution

Calls: 2016-1313 – 2016-1714

Total Calls: 402

EMS: 285 EMS Runs

(1 EMT) No Unit Available

293 patients treated

(1 Jackson) MVA Multiple Patients

1 Patient Required Extrication

FIRE: 21 Fires

1 building

2 trash or rubbish

2 passenger vehicle

1 dumpster

2 natural vegetation

1 cooking

2 mutual aid (Brewster - 1, Perry Twp - 1)

6 unauthorized burnings

4 authorized controlled burning

Service: 95 General Service Calls

43 patient lifts

16 alarm system activations (**Fire – 12, Medical – 3, Malicious False – 1**)

36 misc. service calls

0 carbon monoxide incidents

(Civilian – Injuries:0 / Fatalities:0)

(Firefighter – Injuries:0 / Fatalities:0)

*John Paul Markwood IV*

John Paul Markwood IV  
EMS Coordinator  
Massillon Fire Department  
[pmarkwood@massillonohio.com](mailto:pmarkwood@massillonohio.com)

### Mission Statement

“To be ever vigilant in the protection of life and property, from fire and  
Other emergencies, through response, prevention, and education.





**Thomas M. Burgasser, Fire Chief**

Fire Department | 233 Erie Street South, Massillon, OH 44646 | 330.833.1053

In conjunction with the LEPC, Retired Chief Heck, retired Chief Sabo, LEPC Director McDonald and I have developed a powerpoint presentation on Flammable fuels and Boiling Liquid Expanding Vapor Explosion (BLEVE) awareness and safety operations. As our county risk regarding these scenarios has increased, it is our goal to ensure a countywide, collective approach to these types of incidents which an emphasis on safety and survival.

As the department finishes the first third of 2016, the call volume is such that it stands to be the busiest year on record in the history of the Massillon Fire Department.

Respectfully,

A handwritten signature in blue ink, appearing to read "Tom Burgasser".

Chief Burgasser  
Massillon Fire Department

## HEALTH DEPARTMENT ACTIVITY REPORT FOR THE MONTH OF APRIL, 2016

	Current Month	Year to Date
<u>Vital Statistics Services</u>		
Births: Resident .. 1 ... Non-Resident .. 0.. Total: .....	1	2
Deaths: Resident .. 18 ... Non-Resident .. 28.. Total: .....	46	172
Certified B/D copies issued .....	297	1169
Burial Permits .....	55	201
Fetal Death .....	0	0
<u>Animal Control</u>		
Animal bites reported .....	10	38
Lab examinations: (Positive <u>0</u> ; Negative <u>1</u> ; Undetermined <u>0</u> ) Total: .	1	4
<u>Food Protection</u>		
Food Service/Food Establishment Inspections .....	23	177
Food Vending Machine Inspections .....	0	0
Mobile Unit/Temporary Food Inspections .....	3	8
Consultations .....	2	11
Plan Reviews made .....	1	4
Food Complaints received .....	0	4
<u>Education Provided</u>		
Food Service Education .....	1	52
<u>Nuisance Control</u>		
Residential complaints .....	17	95
Commercial complaints .....	0	5
Inspections .....	41	376
Consultations .....	3	24
Orders issued .....	24	296
Orders in compliance .....	22	241
Smoking Complaints .....	1	2
Smoking Investigations .....	1	2
<u>Environmental Inspection Services</u>		
Swimming Pool Inspections .....	1	1
Swimming Pool Complaints .....	0	0
School Environment Inspections .....	0	10
Supervised Community Clean-ups .....	0	0
<u>Compliance Actions</u>		
Legal Action .....	0	0
<u>Mosquito Control</u>		
Mosquito Investigations .....	1	2
Larvacide Drops .....	0	0
Biomist Spraying .....	0	0

**NURSING DIVISION REPORT**  
**April 2016**

<b>WIC CLINICS:</b>	Initial Certification	59
	Re-certifications	86
	Individual Appointment	26
	Group or Self modules	82
	Case Load	849

<b>IMMUNIZATION CLINICS:</b>	Patients seen	47
	Immunizations Administered	120

<b>TB TESTING CLINIC:</b>	TB Tests Administered	9
	Positive Reactors referred for X-ray	0

<b>COMMUNITY NURSING:</b>	<b>April 2016</b>	<b><u>Year to Date</u></b>
Lions Club Applications	0	1
SID/ SUID Home Visit	0	-
Help Me Grow Referrals	1	1
BCMh Referrals	-	5
BCMh Home Visits	4	11
BCMh consults	1	6
Lead Referrals	-	-
Lead investigations	-	-
Lice Checks	-	-
Safe Sleep Class	2	6

**Parochial School Visits:** 2 Vision Rechecks and Scoliosis Screenings

**Field Visits:** 11

**Auxiliary Visits:** 436

**Miscellaneous:**

Massillon City Health Department participated in a NECO Regional Exercise. The purpose of the exercise was to evaluate the effectiveness of emergency response plans, policies and procedures. Participants included health departments, hospitals, and emergency management agencies.

**Education:**

D. Wood

Immunizations: You call the shots Module Sixteen Vaccines for Children-2016

Immunizations: You call the Shots Module Ten: Storage and Handling-2016

Diana Wood, RN, BSN  
Director of Nursing

**CITY OF MASSILLON**

**INTERNAL CORRESPONDENCE**

**TO: Kathy Catazaro-Perry, Mayor**

**FROM: Mike McKee, Budget Director & Income Tax Administrator**

**SUBJECT: Budget & Income Tax Department Monthly Report - April 2016**

**DATE: May 16, 2016**

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**Revenue/Expenditure Status:**

- Revenue: As of 30 April 2016, the City is 33% thru the calendar year. Based on a goal of receiving \$19,007,715 of revenue by 31 December 2106, the City's revenue is **6.66% above** this straight-lined goal as we finished the first quarter.
- Expenditures: The City is doing an excellent job of staying within its planned spend plan, and in fact, is **3.33% below** planned expenditures as of the end of the first quarter.

**General Fund Roll-Over for 2016:**

\$2,232,527	Total Roll-Over as of January 1, 2016
<u>(\$286,834)</u>	Encumbrances from CY 2015
\$1,945,693	TOTAL: Roll-Over as of January 31, 2016
<u>(\$30,000)</u>	Economic & Development Salary (Approved)
<u>(\$200,000)</u>	Procured 2 Snow Plow Trucks (Feb 2016 Purchase) (Approved)
<b>\$1,715,693</b>	<b>Total Roll-Over as of 14 April 2016</b>
<u>(\$327,000)</u>	Building Security, WCP, Retirement Payout, (Approved)
<u>(\$205,000)</u>	Bond Counsel & Payroll Upgrade (Approval)
<b>\$1,183,693</b>	<b>Projected Carry-Over Sub Total</b>
<u>(\$300,000)</u>	<b>General Fund Stability Fund Goal</b> (Approved)
<b>\$883,693</b>	<b>Projected Balance Sub- Total</b>
<u>(\$91,000)</u>	Police Radios (Approved)
<b>\$792,693</b>	<b>Projected Carry-Over Total, as of 15 May 2016</b>

**Capital Improvement Fund (as of 30 April 2016)**

	<u>Income Tax Capital Improvement (1401)</u>	<u>Parks Cap Improvement (1433)</u>
Jan	\$23,306	\$2,331
Feb:	\$34,277	\$3,428
Mar:	\$23,478	\$2,348
April:	<u>\$35,540</u>	<u>\$3,554</u>
	\$116,601	\$11,661

**Budget Issues:**

- Projected 2016 Unbudgeted Items not yet addressed by Council:
  - o PD & FD Radios \$109,000 (\$91k Approved)  
(Pending FD Grant outcome)
  - o Bond Council \$10,000
- Projected 2017-2021 Budget items (2017 recommended 97/3 Split):
  - o Workman's Comp Payment: \$125,000
  - o Bond Counsel \$35,000
  - o Road Paving \$400,000 (If Tax Levy fails in Aug 16)
  - o PD & Fire Radio's: \$200,000
  - o Increased Employee Expenses \$200,000 (2017: Step Corrections/ 2018: 1.5%/yr)
  - o GF to CIP Split Change (97/3) \$137,160 98/2 to 97/3 Split (To 1401)
  - o PD Lease Vehicles \$32,000 (1401)

Mike McKee

Budget Director & Tax Administrator

CC: Auditor, Financial Chair Council,  
Council President, State Financial  
Commission (Ms. Brown), Dept. Heads





## MONTHLY REPORT –April 2016

May 12, 2016

**RECREATION CENTER OPERATIONS/PROGRAMS**

Day Passes Sold: 1348	\$10,024
Guest Passes Sold: 375	\$1,875.00
Spectator Passes Sold: 47	\$94.00
Day Pass 5 Punch: 138	\$3,450.00
Day Pass 10 punch: 25	\$1,250.00
Membership Packages Sold: 188	
Memberships Sold: 238	
Pavilion Rentals: 16	
Community Room Rentals: 22 (\$971.00)	
Birthday Party Packages: 12 (\$1,840.00)	

**RECREATION CENTER**

1. Leyna Morrison, front desk manager resigned, filled position with part time employee.
2. The July 3 event will be held at the Recreation Center, parking lot. Bates amusement will be supplying carnival rides June 30 (5-10pm), July 1 (5-11pm), July 2 (12-11pm), July 3 (11am-9:00pm).
3. Duct socks ordered and will be installed in the pool area in the next 2 weeks.
4. Registration for Summer Playground will begin May 9. Locations, Oak Knoll and Kiwanis Parks.
5. Health and Fitness Expo was held April 17 and was well attended.
6. Adult Softball League registrations ended April 17 with the managers meeting on April 19<sup>th</sup>. Summer League registrations are up from the previous summer with 2 additional teams for a total of 66 teams overall. On April 25 the Ohio Valley Region named the Club Extreme 17 Silver team with the Team of the Week.

**GOLF COURSE**

Report from Director, Carrie Lowery

**PARK MAINTENANCE**

Report from Superintendent, Steve Pedro

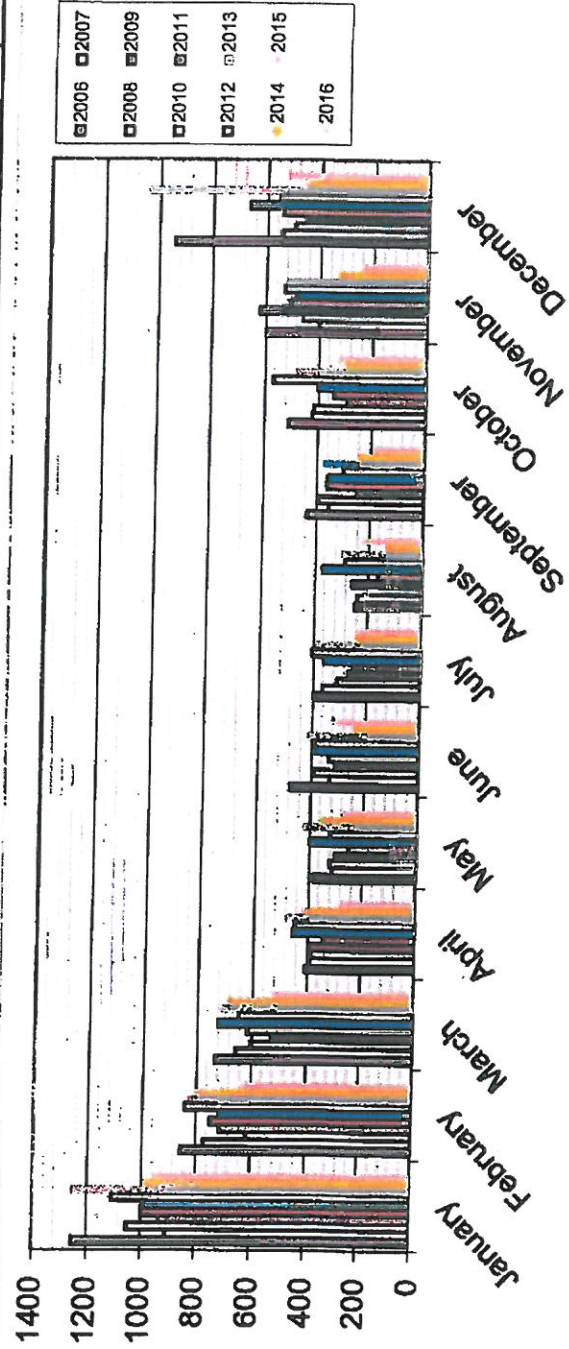
**SENIOR DIVISION**

Report from Director, Caroline Ferrel

Kim O'Farrell (CPRP), Director of Parks and Recreation

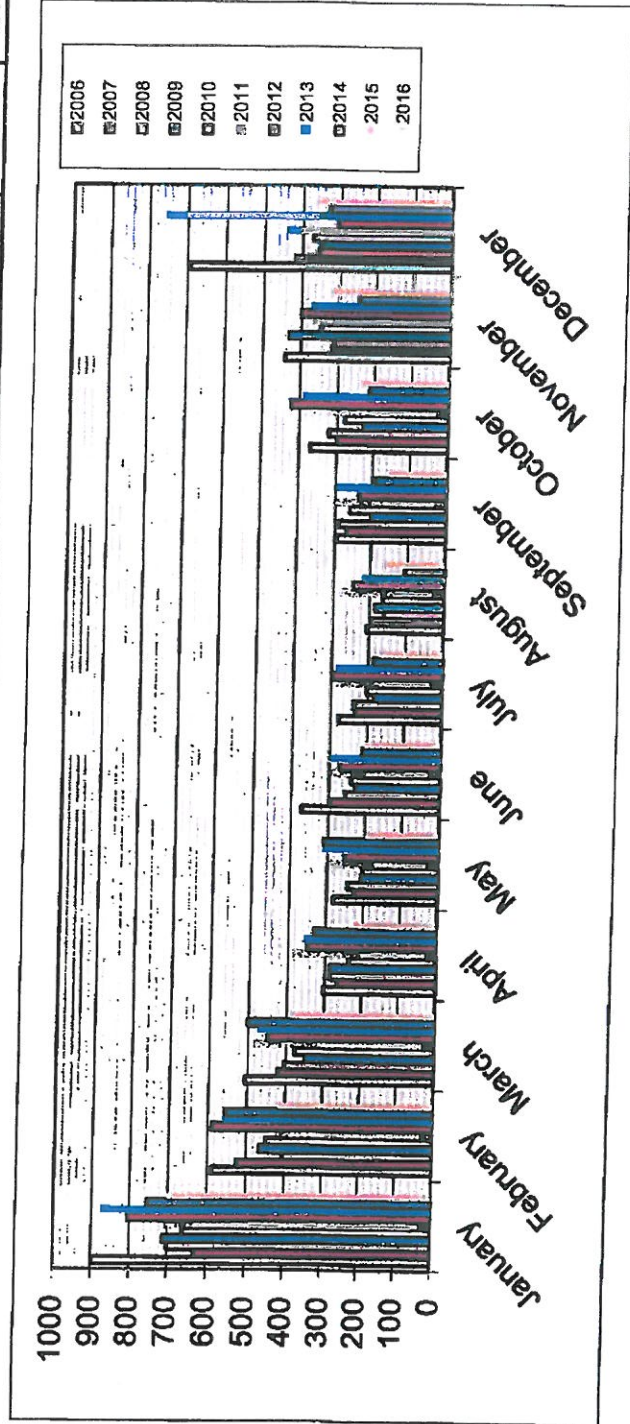
**Number of Membership Sold by Month**

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	TOTALS
January	1255	908	1052	932	999	987	1110	1257	999	960	785	11244
February	857	773	616	715	748	714	843	832	804	628	506	8036
March	733	660	605	529	617	723	650	715	692	527	348	6799
April	409	392	387	397	342	457	451	483	421	277	238	4254
May	386	315	324	305	254	400	325	424	362	277		3372
June	474	331	393	311	337	385	392	414	240	312		3589
July	393	364	309	270	253	360	406	387	234	232		3208
August	249	239	209	260	165	372	289	299	131	220		2433
September	432	355	394	250	361	353	303	372	249	188		3257
October	510	421	416	293	343	401	569	480	298	328		4059
November	598	401	463	622	510	488	531	524	333	235		4705
December	942	545	497	455	542	664	555	1036	457	525		6218
Totals	7238	5704	5665	5339	5471	6304	6424	7223	5220	4709	1877	61174



Membership Packages Sold by Month

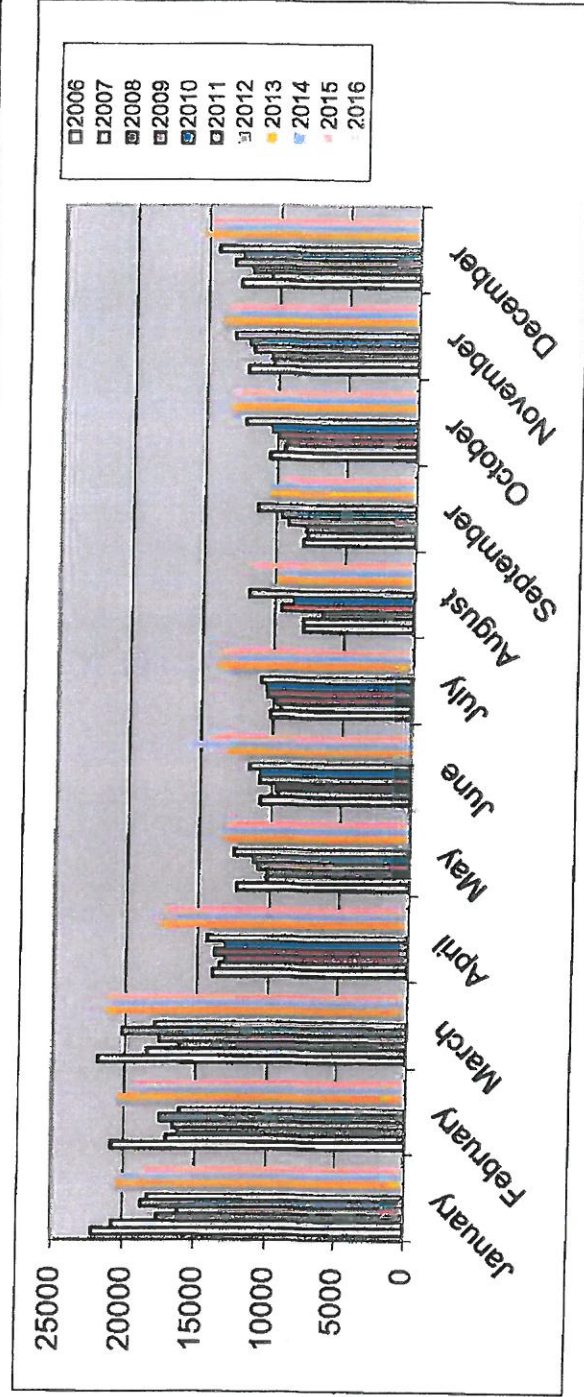
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	TOTALS
January	899	630	701	710	662	706	805	875	753	703	541	7985
February	588	525	405	465	450	423	589	560	555	421	369	5350
March	507	422	404	349	377	484	450	474	502	393	256	4618
April	303	268	288	287	235	385	348	356	332	215	188	3205
May	283	226	243	207	203	292	253	310	310	200		2527
June	373	297	254	228	239	296	272	298	212	208		2677
July	278	233	235	182	203	283	298	286	186	168		2352
August	205	197	159	185	165	277	244	217	106	166		1921
September	295	266	291	202	259	302	234	295	192	158		2494
October	370	300	320	228	277	315	422	386	213	234		3065
November	441	319	314	432	346	369	400	369	246	322		3558
December	692	418	356	351	373	439	309	755	331	366		4390
Totals	5234	4101	3970	3826	3789	4571	4624	5181	3938	3554	1354	44142





### Membership Usage by Month

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	TOTALS
January	22,141	20,732	17,604	16,136	18,712	18,288	20,572	20,454	20,060	18,895	19,510	213,104
February	20,877	17,007	16,204	16,566	17,466	16,085	20,484	20,403	18,947	19,050	20,197	203,286
March	21,846	18,427	16,165	17,593	20,210	17,899	18,226	21,269	20,463	21,237	19,725	213,060
April	13,933	13,474	13,057	13,793	13,059	14,362	13,982	17,453	16,219	17,183	16,298	162,813
May	12,368	10,229	10,182	10,883	11,193	12,582	12,341	13,159	13,188	12,886		119,011
June	10,825	9,533	9,651	10,861	10,822	11,603	11,924	13,168	15,610	14,257		118,254
July	10,169	9,432	9,745	10,385	10,439	10,826	12,938	13,752	12,235	13,509		113,430
August	7,968	7,937	6,525	9,499	8,616	11,819	10,315	9,802	9,015	11,894		93,390
September	8,042	7,718	7,821	9,079	9,592	11,262	10,279	10,371	10,826	9,482		94,472
October	10,487	9,456	9,293	9,865	10,357	12,225	12,954	13,033	11,472	12,995		112,137
November	12,121	10,348	10,425	11,722	11,994	13,080	13,796	13,876	12,658	13,523		123,543
December	12,701	10,559	11,888	13,189	12,542	14,316	13,177	15,357	14,100	14,723		132,552
Totals	163,478	144,852	138,560	149,571	155,002	164,347	170,988	182,097	174,793	179,634	75,730	1,699,052



Friday, May 6, 2016

Parks Department Board Report – April, 2016

The following are details of the work accomplished in the city parks in April:

1. The community clean-up days were a success with many civilian volunteers and organizations participating on every Saturday of the month. And, culminated on Saturday, April 30, with a clean-up and cookout at Reservoir Park for the volunteers.  
\*Some of the painting that was expected to be completed, was not. We will continue this program as volunteers are acquired. The work will also be completed by Parks staff.
2. We will continue to address the safety of all the parks and continue to talk to residents that are using them so they know that we are diligently working to make them better.
3. The goose deterrent lights at Reservoir Park have had an impact on the population. I have consistently counted between 40 and 50 geese. There were about 90 geese that were regularly calling the Rezzy home before the lights were installed. We will continue to monitor this and make any possible adjustments to the lights as needed.
4. There was a citizen's concern near Shriver Park about a 10-15 foot strip of land that borders the west edge of the park. I talked to the owner, Mr. Draime from Draime Racing. He mentioned that a homeowner in the area has complained that the Parks Dept. should not mow a residents' property. If you look at his, there is no noticeable line. We have agreed not to mow this part of the grass and Mr. Draime is satisfied.
5. I was contacted by Joe Wojcic. He would like to donate the funding to build a drinking fountain in memory of his mother at Reservoir Park by the tennis courts. Kim and I will meet with him to get the details of his donation.

Steve Pedro

Parks Superintendent

City of Massillon





## MONTHLY REPORT – April 2016

April 30th, 2016

GOLF COURSE OPERATIONS	<u>2016</u>	<u>2015</u>	<u>Difference</u>
Number of Rounds Played	9,428	4,719	4,709
Leagues Booked	11	8	3
Memberships	44	34	10
Outings Booked	30	20	10
Revenue YTD 1/1/16 – 4/30/16	\$175,760.47	\$133,926.92	\$41,833.55

- Parking Lot was patched and lined.
- Working with Lee from City to get a quote for patching Cart Paths.

### GROUND MAINTENANCE

- Mulch was donated and put around clubhouse and course.
- Greg Received quotes for cart path repair from 2 companies. Vasco \$90,000 & Medina \$24,000 to patch 12 areas of cart path. Better off to work with city.
- Many projects being done on course by Greg and Crew.

CLUB BANQUETS	<u>2016</u>	<u>2015</u>	<u>Difference</u>
Banquets YTD	8	3	5
Banquets Booked	49	45	4
Banquet Revenue YTD	\$27,086.85	\$26,820.89	\$265.96

- Melissa has been busy booking parties. We already have 4 more parties than last year.
- Steve is adding more items to the menu.

*Carrie Lowry*

PGA Director of Golf/ Golf Operations Manager

## Massillon Parks & Recreation Board Meeting Thurs., May 12, 2016

- **United Way Day of Caring** will take place on Friday, May 20<sup>th</sup> from 9:00 am – noon. A group of 17 employees from Aultman Hospital will report to the Center to help clean and paint. A list of duties will be handed out to all helpers. Lunch will be provided by the Activity Club.
- **Massillon Area Senior Day** will be held on Tuesday, May 24<sup>th</sup> from 9:00 am to 3:00 pm. This is a major fund raising event for the Center. Affinity Hospital will be providing free coffee and donuts at 9:00 am and lunch will be served at noon (12:00) provided by the Canton Regency Care Center. A basket raffle will be held during the event and numerous door prizes will be given out. The 2<sup>nd</sup> half of the day will be held at the Massillon Parks and Recreation Center, with live music/entertainment provided by Loel Stein. This event is open to all area Senior Citizens in Stark County.
- **Two bus trips have been scheduled for this year.** The first trip is July 26<sup>th</sup> to Columbus. We will tour the State House/Capital, eat lunch at Schmidt's in German Village and make two stops, to Scioto Downs and Easton Place for shopping. I currently have 10 seats left on this trip. Our next trip is September 29<sup>th</sup> and 30<sup>th</sup>. We are heading to Frankenmuth, Michigan for an overnight trip. Making stops at Bronners Christmas Wonderland, Zehnder's Restaurant for a family style chicken dinner, tour the town and then spend the night at the Marriott. Day 2: After breakfast we will board the Bavarian Bell for a two hour paddleboat cruise on the Cass River. On our way home we will make a dinner stop at Berry's Historic Restaurant in Norwalk, Ohio. This trip is filled with no more seats/ rooms available.
- 2016 Memberships continue to increase daily. Memberships now stand at 341 and growing.

**Report submitted by: Caroline Ferrel, Senior Center Director**

MASSILLON POLICE DEPARTMENT  
END-OF-MONTH REPORTS 2016

BY: Penny Berg

DATE:

5/12/2016

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
<b>CRIMINAL ARRESTS:</b>													
Records Officer: (Adults)	73	44	90	77									284
Clerk of Courts Report: (Adults)	91	95	126	97									409
Records Officer: (Juveniles)	7	3	6	13									29
<b>SUMMONS/CITATIONS:</b>													
Records Officer:	24	20	36	33									113
<b>INCIDENTS:</b>													
Total Calls	2,446	2,582	2,824	2,758									10,610
Security Checks (Res./Bus.)	400	488	460	368									1,716
<b>REPORTS TAKEN:</b>													
Incident Reports	71	56	68	66									261
Property Reports	103	85	98	82									368
Crimes Against Persons Reports	87	75	102	101									365
Accident Reports	80	104	82	89									355
<b>Traffic Citations Issued</b>													
Alarm Calls	270	209	254	251									984
Miles of Road Patrol (Previous Mo.)	140	111	124	130									505
	12,200	17,751	26,755	24,263									80,969
	***	***	+	++									
*(7) Odometers not working; (1) cruiser down.													
**+(4) Odometers not working.													
***+(7) Odometers not working; (2) cruisers down.													
<b>OFFICERS' INFO:</b>													
	(3 Pays)												
Compensatory Hours Used	145.0	105.5	121.2	184.0									555.70
Sick Hours Used	303.9	444.4	212.7	84.0									1,045.0
Personal Hours Used	80.0	97.0	80.0	72.0									329.0
	*	*	*	*									
Compensatory Hours Earned	163.7	354.9	280.1	302.4									1,101.1
Overtime Hours Paid	1,011.5	1,153.4	721.4	642.8									3,529.1
	*	*	*	*									
*(1) Officer off on Workers Comp Leave.													
<b>OVI TASK FORCE OT HOURS WORKED: (Included in OT/Comp Hours above, but to be reimbursed by the Task Force)</b>													
	0.0	24.0	28.0	29.5									81.5
cc: Safety Service Director J. Smith													

# TRAFFIC ACTIVITY REPORT

## MONTH OF APRIL 2016

<b>TO:</b>	Chief Keith T. Moser
<b>FROM:</b>	Patrolman Jeffrey A. Crawford
<b>DATE:</b>	May 3, 2016

In April of 2016 the Massillon Police Department issued a total of 251 traffic citations, 98 more traffic citations than were issued during the same time period last year. The Massillon Police Department made 22 arrests for OVI, 15 more than were made in April of 2015. Radar Citations for the month totaled 80; this was 36 more than during the same time period last year.

The Massillon Police Department handled a total of 89 traffic accidents during April. This was 1 more accident than occurred last year during the same time period. There were 62 property damage accidents, 6 injury accidents, no fatal accidents, and 21 accidents that occurred on private property. Of the above accidents there were 12 hit skip accidents, and there were 4 accidents that occurred as a direct result of alcohol and/or drugs. There was 1 pedestrian accident and no motorcycle or bicycle accidents during the month. The Massillon Police Department investigated 6 accidents involving juveniles resulting in 1 reported injury.

In April of 2016 there were 61 motor vehicles towed by the Massillon Police Department. This was 20 more than were towed in April of 2015. Of the above tows, 26 vehicles were towed from traffic accidents, 13 as a direct result of an arrest, 10 for parking violations and 8 for traffic offenses of some type. There were 3 misc. tows and 1 recovered stolen vehicle.

During the month of April 2016 the traffic officer mailed 18 certified letters in regards to junk and/or abandoned motor vehicles. The traffic officer made 12 title searches to the State of Ohio, Bureau of Motor Vehicles. During April 2016, the traffic officer was able to junk or title 22 motor vehicles. Also during the month of April the traffic officer issued or acted upon 32 notices (48/72 hour and/or 10/20 day notices). The traffic officer further sent numerous 2255's and driver's licenses to the state. The traffic officer logged and filed several license plates, and kept track of the motor vehicles awaiting court order for immobilization, confiscation or return to the owners. The traffic officer issued 18 parking citations and investigated 2 school bus violations.

As of the last day of April 2016 there were 26 motor vehicles sitting upon the impound lots of the two city tow companies, Reed's and Patriot. Of the 26 vehicles, several are waiting for court order to dispose of them.

Following is a breakdown of the individual tows, accidents, citations and OVI arrest for the month of April 2016.

# TOTALS FOR APRIL 2016 AND YEAR TO DATE

OFFICERS NAME	ID#	April Citations	April OVI'S	April Accidents	April Tows	Y.T.D. Citations	Y.T.D. OVI'S	Y.T.D. Accidents	Y.T.D. Tows
Chief Moser	75	0	0	0	0	0	0	0	0
Capt. Covert	80	0	0	0	0	0	0	0	0
Capt. Peel	82	0	0	0	0	0	0	0	0
Lt. Pahlau	43	0	0	0	0	0	0	0	1
Lt. Carpenter	85	0	0	0	0	0	0	0	0
Lt. Greenfield	83	1	0	1	0	9	0	4	0
Sgt. McCune	95	2	0	0	0	2	0	1	0
Sgt. Muntean	70	2	0	1	1	4	0	5	2
Sgt K. Smith	90	1	0	0	1	1	0	0	2
Lt. Saintenoy	102	0	0	0	0	4	0	4	1
Sgt. Rogers	93	0	0	1	0	4	1	2	2
Sgt. Maier	105	6	0	0	2	28	2	1	3
Sgt. Harting	113	6	0	0	2	10	0	4	8
						0	0	0	0
Ptl. Ricker	63	4	0	3	3	10	0	11	9
Ptl. R. Slutz	69	2	0	3	0	3	0	9	0
Ptl. Crawford	71	0	0	0	9	2	0	0	34
Ptl. Brown	72	0	0	0	1	4	1	4	5
Ptl. Anderson	75	0	0	0	1	5	0	5	5
Ptl. J. Slutz	81	4	0	6	2	13	0	21	5
Ptl. Solinger	87	0	0	0	0	0	0	0	0
Ptl. Fabianich	89	0	0	0	0	0	0	0	0
Ptl. Baumgardner	94	26	0	4	2	34	0	12	6
Ptl. J. Smith	96	2	0	2	4	14	0	15	14
Ptl. Riccio	98	23	6	0	3	92	14	0	9
Ptl. Davis	99	4	0	3	2	7	1	10	5
Ptl. D. Smith	101	3	0	8	1	11	1	19	5
Ptl. McConnell	103	0	0	0	0	3	0	2	3
Ptl. Boyer	106	0	0	1	0	5	0	5	5
Ptl. Gohlke	107	0	0	0	3	0	0	0	3
Ptl. Dadisman	110	1	0	0	0	50	3	19	16
Ptl. Edwards	111	2	1	2	0	18	1	16	4
Ptl. Antonides	116	3	0	0	1	34	6	5	9
Pt. Fullmer	118	10	0	4	0	46	1	21	10
Ptl. Leon	119	4	0	2	0	7	1	5	2
Ptl. Hyatt	120	5	1	2	1	24	1	16	5
Ptl. Spangler	121	18	2	5	3	73	5	29	15
Ptl. Slack	123	48	5	5	5	220	10	21	30
Ptl. Franklin	124	13	2	7	3	92	6	26	21
Ptl. Wood	125	13	0	6	4	36	4	16	9
Ptl. Moody	126	22	0	8	4	74	3	25	7
Ptl. Miller	127	18	4	7	4	26	6	7	6
Ptl. Ogletree	128	11	1	8	1	18	1	14	5
Other		3	0	0	0	7	0	0	0
Monthly Totals		251	22	89	61	984	68	354	264



# TOTALS FOR APRIL 2016 AND FOR YEAR TO DATE

CHARGE	JAN	FEB	MAR	APR	Y.T.D.
ACD	15	20	20	18	73
AGGRAVATED VEHICULAR HOMICIDE	0	0	0	0	0
ALLOWING UNLICENSED DRIVER TO DRIVE	3	0	0	0	3
ATV ON CITY STREET	0	1	0	0	1
CHANGING LANES W/O CAUTION	0	0	0	0	0
COUNTERFIET PLATES	0	0	0	0	0
DEFECTIVE EXHAUST	1	3	3	2	9
DRAG RACING	0	0	0	0	0
DRIVING ALONE ON A T.P.	0	0	0	0	0
DRIVING OVER A FIRE HOSE	0	0	0	0	0
DUS	54	27	33	25	139
DWI	12	13	21	22	68
EXPIRED OL	0	0	0	0	0
EXPIRED/IMPROPER REGISTRATION	15	16	22	10	63
FAILURE TO CONTROL	9	6	15	12	42
FAILURE TO PRODUCE AN OL	0	0	0	0	0
FAILURE TO SIGNAL	4	7	2	4	17
FAILURE TO YIELD	9	9	9	7	34
FICTICIOUS REGISTRATION	6	2	2	1	11
HIT-SKIP	3	2	5	2	12
IMPEADING THE FREE FLOW OF TRAFFIC	2	3	0	3	8
IMPROPER BACKING	2	2	2	5	11
IMPROPER LANE USE	8	11	14	7	40
IMPROPER PASSING	0	0	0	1	1
IMPROPER START	0	0	0	0	0
IMPROPER TURN	1	0	2	0	3
INADEQUATE BRAKES	0	0	0	0	0
UNSECURE LOAD	0	0	0	1	1
LEFT OF CENTER	0	0	0	0	0
NO M.C. SAFTEY EQUIPMENT	0	0	0	0	0
NO HEADLIGHTS	6	5	6	5	22
NO OL	14	7	8	12	41
NO SEATBELT/CHILD RESTRAINTS	5	3	2	7	17
NO BRAKE/TAIL/LICENSE PLATE LIGHTS	4	4	3	0	11
OBSTRUCTION OF A CROSSWALK	0	0	0	0	0
OBSTRUCTION OF WINDSHIELD	0	0	0	0	0
OPEN CONTAINER	1	2	2	2	7
OVERWEIGHT VEHICLE	0	0	0	0	0
PARKING VIOLATIONS (INCLUDING HANDICAP)	0	0	0	0	0
PASSING A STOPPED SCHOOL BUS	0	0	0	0	0
PEELING TIRES	0	0	0	0	0
PROHIBITED VEHICLE ON A CITY STREET	0	0	0	0	0
RECKLESS OPERATION	2	2	3	2	9
RED LIGHT	7	5	2	8	22
SPEEDING	45	39	64	80	228
STOP SIGN	36	16	9	9	70
UNSAFE VEHICLE	1	0	1	0	2
WEAVING	0	0	0	0	0
WILLFULL' FLEEING/FAILURE TO COMPLY	1	2	0	1	4
WRONG WAY ON A ONE WAY STREET	1	0	0	1	2
MISCELLANEOUS	1	2	2	1	6
VOIDED CITATIONS	2	0	2	3	7
TOTALS-----	270	209	254	251	984

## VEHICLES TOWED FOR APRIL 2016 AND YEAR TO DATE

REASON TOWED	JAN	FEB	MAR	APR	YEAR TO DATE TOTALS
ACCIDENTS	29	33	25	26	113
TRAFFIC	14	10	8	8	40
PARKING	14	11	8	10	43
ARREST	10	13	23	13	59
STL/REC	0	1	0	0	1
MISC	0	3	1	4	8
TOTALS	67	71	65	61	264

# MAYORS REPORT

## STREETS AND HIGHWAY

Date	4/29/2016	Date Submitted	5/12/2016
Cold Mix Tons Ward 1	17.47	Patched Streets Ward 1	9
Cold Mix Tons Ward 2	12.815	Patched Streets Ward 2	7
Cold Mix Tons Ward 3	34.585	Patched Streets Ward 3	20
Cold Mix Tons Ward 4	27.16	Patched Streets Ward 4	16
Cold Mix Tons Ward 5	24.92	Patched Streets Ward 5	7
Cold Mix Tons Ward 6	29.16	Patched Streets Ward 6	18
Hot Mix Tons Ward 1	0	Swept Streets Ward 1	0
Hot Mix Tons Ward 2	0	Swept Streets Ward 2	2
Hot Mix Tons Ward 3	0	Swept Streets Ward 3	12
Hot Mix Tons Ward 4	0	Swept Streets Ward 4	12
Hot Mix Tons Ward 5	0	Swept Streets Ward 5	7
Hot Mix Tons Ward 6	0	Swept Streets Ward 6	1
Salt Tons	0		
Mortar Bags	2		
Cement Bags	0		
Sand Tons	.2		

Removed Advertising Signs From Telephone Poles/Tree Lawns ☒

Removed Fallen Trees/Limbs From Street ☒

Cleaned Off Catch Basins ☒

Mowed/Weedeat ☒

Barricades

**CITY OF MASSILLON  
STREET DEPARTMENT  
APRIL MONTHLY REPORT**

**APRIL 1, 2016**

Clean debris off catch basins  
Sweep City streets  
Patch 3<sup>rd</sup> Street NW and Walnut road SE

**APRIL 4, 2016**

Patch City streets 25<sup>th</sup> Street SE and Walnut Road SE  
Sweep City streets 9<sup>th</sup> Street SW and Tremont Ave SW  
Clean debris off catch basins and pick up tree branches City wide  
Haul yard waste to Perry Township  
Load Street sweeping container

**APRIL 5, 2016**

Patch City streets 13<sup>th</sup> Street SE, 25<sup>th</sup> Street SE, Beckman Ave SE,  
Stratford Ave NE, Vista Ave SE and Walnut Road SE  
Remove large tree from roadway Stratford Ave NE at 10<sup>th</sup> Street NE  
Sweep City streets Erie Street S, Tremont Ave SE, Bramblewood Circle NE  
Carnation Street NE, Ironwood Circle NE,  
Cedar Hill NE and 26<sup>th</sup> Street SE  
Load street sweeping container  
Remove expired deer Navarre Road SE

**APRIL 6, 2016**

Patch City streets 25<sup>th</sup> Street NW, 25<sup>th</sup> Street SE, 26<sup>th</sup> Street SE,  
2<sup>nd</sup> Street SE, Beckman Ave SW, Forest Ave SE Johnson Ave SE,  
Maple Ave SE, Nova Drive SE and Vista Drive SE  
Sweep City streets Colonials Hills area and 26<sup>th</sup> Street SE  
Install pad locks on vacant houses 11<sup>th</sup> Street SW,  
Neale Ave SW and Marion Ave SE

**APRIL 7, 2016**

Sweep City streets Colonial Hills area and Hemlock Street NW  
Clean debris off Catch Basins City wide  
Haul yard waste to Perry Township  
Clean and do maintenance on City Garage and equipment

**APRIL 8, 2016**

Street Department Meeting  
Clean debris off Catch Basins  
Sweep City Streets Colonial Hills area  
Patch City Streets 26<sup>th</sup> Street SE, Erie Street S,  
Hankins Road NE and Nova Drive SE  
Haul yard waste to Perry Township  
Load street weeping container  
Board up vacant house 1<sup>st</sup> Street NE 3 windows  
1 Basement entrance

**APRIL 11, 2016**

Clean debris of catch basins  
Clean debris under Tremont viaduct  
Wash and clean salt off trucks  
Haul yard waste to Perry Township  
Sweeper Training  
Service New Holland mower  
Service walk behind mowers and weed whips  
Prepare for mowing season

**APRIL 12, 2016**

Patch City streets 21<sup>st</sup> Street NW, 22<sup>nd</sup> Street SE,  
26<sup>th</sup> Street NW, Erie Street S, Mount Union Ave SE,  
Ohio State Drive SE, Standish Street NW,  
Walnut Road SW and Wendling Ave NW  
Repair catch basin Oberlin Road SW  
Pick up expired animal 1 Raccoon Tremont Ave SE  
and 1 Ground Hog Finefrock Ave SW

**APRIL 13, 2016**

Patch City streets 10<sup>th</sup> Street NE, 15<sup>th</sup> Street SE,  
21<sup>st</sup> Street NW, 24<sup>th</sup> Street SE, 26<sup>th</sup> Street NW,  
26<sup>th</sup> Street SE, Cincinnati Street SE, Alley off 20<sup>th</sup> Street SE  
And North Ave NE  
Repair catch basin Oberlin Road SW  
Load street sweeping container  
Load yard waste container

**APRIL 14, 2016**

Sweep parking lot Legend's Golf Course  
Pave parking lot Legend's Golf Course  
Pick up expired animal 1 Deer Richville Drive SE

**APRIL 15, 2016**

Pave parking lot Legend's Golf Course  
Patch City streets Tremont Ave SE and Wendling Ave NW

**APRIL 18, 2016**

Patch City streets 1<sup>st</sup> Street NE, Dogwood Drive NE Erie Street S,  
Fallen Oak Circle NE, Lake Ave NE, Mill Ridge Path NE,  
Overlook Ave SW, Stoner Ave NE, Tanglewood Drive NE,  
and Wildflower Lane NE  
Repair catch basin Oberlin Road SW  
Mow Lillian Gish Blvd SW, Cherry Road NE and Lake Ave NE  
12 Barricades Amherst Road NE at State Street NE accident  
Load yard waste container

**APRIL 19, 2016**

Patch City streets 8<sup>th</sup> Street NE, 10<sup>th</sup> Street NE, Cherry Road NW  
Irvington Ave NE and Lake Ave NE  
Repair catch basin Shriver Ave SE and Wendling Ave NW  
Sweep City streets 27<sup>th</sup> Street NE, Bridgton Street NE,  
Mill Creek Path NE, Mill Ridge Path NE, Tanglewood Drive NE  
Mowing 27<sup>th</sup> Street NE at Lincoln Way E





**CITY OF MASSILLON  
ELECTRICAL DEPARTMENT  
APRIL MONTHLY REPORT**

**APRIL 1, 2016**

Repair Traffic fixture and turn left sign  
Lincoln Way East & Tremont Ave SE  
Work on Generator City Hall  
Work on Neutral wire Oak Knoll Park  
Set time on controllers Lincoln Way East & Oak Park  
Check back up batteries Lincoln Way East & 27<sup>th</sup> Street SE  
Remove study cameras Lincoln Way East & 2<sup>nd</sup> Street NE  
Remove study cameras Lincoln Way West & 1<sup>st</sup> Street NW  
Work in shop

**APRIL 4, 2016**

Work on School zone light R. G. Drage  
Put up St. Mary's Banner Take down St. Mary's Banner  
Put up WHS Distinguished Citizen Banner  
Repair Traffic light fixtures Amherst Road NE at Lake Ave NE  
and Wales Road NE & Lake Ave NE  
Reset controller Oak Ave SE & Hess Blvd SE  
Replace Bulb Richville Drive SE & South Way SE  
Work in Shop

**APRIL 5, 2016**

Replace Bulbs Route 21 South Bound ramp at Erie Street S  
Lincoln Way W at 17<sup>th</sup> Street NW, Erie Street S Underpass  
Take old back-up batteries to Northern Mobile Electric  
Put Steel plate back on Catch basin Lincoln Way E & 25<sup>th</sup> Street SE  
Repair traffic light fixture Lincoln Way E & Oak Park shopping center  
Install State Champions sign City Limits Main Ave W  
and Finefrock Road SW  
Install traffic study cameras Erie Street S at South Ave SE and  
Lincoln Way E at 1<sup>st</sup> Street  
Work in Shop

**APRIL 6, 2016**

Install State Champion signs City limits Wales Ave NE, Lincoln Way E  
Route 21 South bound and Route 21 North bound  
Work on highway light Route 21  
Repair traffic fixture Route 21 & Cherry Road NW  
And Lincoln Way E at Oak Park Shopping Center  
Pick up battery for Generator at old Red center  
Northern Mobile Electric  
Pick up parts Staley Technology  
Work on Police radio 1515  
Work in shop

**APRIL 7, 2016**

Replace bulb Charles Ave SE at Erie Street S  
Replace battery on generator at old Red Center  
Repair ballast for Route 21 light  
Check prices Home Depot and Menards  
Replace bulb Walnut Road SW at 6<sup>th</sup> Street SW  
Work in shop

**APRIL 8, 2016**

Replace bulb Amherst Road NE at Cherry Ave NE,  
1<sup>st</sup> Street NE at North Ave NE  
Work on electric at City Garage  
Take down banner  
Work at old Red Center  
Check Highway lights Route 30  
Work in shop

**APRIL 11, 2016**

Replace bulb Lake Ave NE at Wales Road NE  
Meet with Path Master in Engineering Office  
Pick up parts Home Depot  
Pick up banner Studer signs  
Check outside lights Rec Center  
Work in Shop

**APRIL 12, 2016**

Replace bulbs Lincoln Way W. at Main Ave W,  
Richville Drive at Southway SE  
Repair traffic light fixture Walnut Road SE at 3<sup>rd</sup> Street SE  
Raise messenger cable Walnut Road SE at 3<sup>rd</sup> Street SE  
Replace ballast on light Route 30 at Route 21  
Work in shop

**APRIL 13, 2016**

Repair visor on Pedestrian Signal Lincoln Way W. at 1st Street  
Install sign post Erie Street S at Penn Ave SE  
Check time on controller Route 21 at Lake Ave NE  
and 1<sup>st</sup> Street NE at Lake Ave NE  
Replace air filters in controller cabinets 17<sup>th</sup> Street NW at Lincoln Way W  
Finefrock Ave SW at 17<sup>th</sup> Street SW, Route 21 at Lillian Gish Blvd NW,  
Cherry Road NW at route 21, Route 21 at Lake Ave NE  
and Walnut Road SE at 16<sup>th</sup> Street SE  
Check backup generator City Hall  
Work at Senior Center  
Work in shop



**APRIL 14, 2016**

Reset time on controller at Lincoln Way W at Oak Park Center  
Lake Ave NE at Route 21 and 1<sup>st</sup> Street NE  
Shut off heater bulbs in old controller cabinets  
Install new filters in controller cabinets Lincoln Way E at  
Oak Park Center, Lincoln Way E. at 20<sup>th</sup> Street SE  
Lake Ave NE at 1<sup>st</sup> Street NE, Richville Drive SE at  
Southway SE and Big Indian Drive SE at Erie Street S  
Work at City Hall  
Work in shop

**APRIL 15, 2016**

Replace outside light on garage Old Red Center  
Replace ballast City Hall  
Shut of heater bulbs old controller cabinets  
Work on wiring Oak Knoll Park  
Work on tennis court light Wampler Park  
Work in shop

**APRIL 18, 2016**

Replace bulb Replace bulb Hills & Dales Ave at Wales Road NE  
Hess Blvd at Lincoln Way E and  
Crosswalk Lincoln Way E at 2<sup>nd</sup> Street SE  
Work in shop

**APRIL 19, 2016**

Paint Municipal Parking lot Erie Street N. at North Ave NE  
Pick up supplies Home Depot  
Change filters in traffic control boxes Route 21 S at Menards,  
Warmington Road SW, Erie Street S, Walnut Road,  
Lincoln Way W at 6<sup>th</sup> Street SW, Main Ave W, 32<sup>nd</sup> Street NW  
27<sup>th</sup> Street NW and 23<sup>rd</sup> Street NW  
Work in shop

**APRIL 20, 2016**

Replace bulbs Wales Road NE at Hills & Dales Ave NE  
Pick up supplies Menards  
Replace outside light on old Red Center City Hall  
Work on Duncan Plaza lights  
Replace bulb Federal Ave NE at 1<sup>st</sup> Street NE  
Work in shop

**APRIL 21, 2016**

Replace bulb in Pedestrian signal Tremont Ave at 2<sup>nd</sup> Street  
Install new outlet at City Hall  
Pick up supplies Home Depot  
Rest time on controller Lincoln Way E at 6<sup>th</sup> Street  
Work in shop

**APRIL 22, 2016**

Installed fan City Hall  
Work on outlets MPD  
Work on highway lights Route 21 at Route 30  
Pick up supplies Home Depot  
Work in shop

**APRIL 25, 2016**

Work on Street Lights Sterilite Street SE and  
Millennium Street SE  
Install new filters in controller cabinets  
Work at City Hall  
Work in shop

**APRIL 26, 2016**

Pick up Player banners Studer Signs  
Install player banners Lincoln Way E Downtown  
Work on dock rail City Hall  
Work in shop

**APRIL 27, 2016**

Pick up parts Home Depot  
Check timing on crosswalks Downtown  
Work at city Hall  
Work on Street lights David Canary SW  
Replace bulb Walnut Road SE at 16<sup>th</sup> Street SE  
Work in shop

**APRIL 28, 2016**

Remove CAT 5 wire City Hall  
Replace GFI outlet at Oak Knoll Park  
Pick up parts Home Depot  
Work in shop

**APRIL 29, 2016**

Replace bulb Hess Blvd SE at Oak Ave SE and  
Tremont Ave at 1<sup>st</sup> Street  
Check Pedestrian signals  
Replace bad LED pedestrian signal Lincoln Way W at 23<sup>rd</sup> Street NE  
Work at City Hall  
Work in shop



**APRIL 20, 2016**

Meeting Street Department

Patch City Streets 9<sup>th</sup> Street SW, Connecticut Ave SE, Harold Ave SE,  
Oberlin Ave SW, Rhode Island Ave SE, Sawmill Drive NE,  
Shriver Ave SE, Stoner Ave NE and Tanglewood Drive NE

Mowing Station #3 Wales Road NE

Repair catch basins Howell Place NW

Move mulch for Park Department Community Park and Shriver Park

Remove large tree stump and repair yard 9<sup>th</sup> Street SW

**APRIL 21, 2016**

Equipment Training Loader, Roller, Sweeper & New Holland Tractor

Wash vehicles clean garage

Load yard waste container

**APRIL 22, 2016**

Sweep City streets Legends Gulf Course

Patching 22<sup>nd</sup> Street SW, Carleen Ave SW, Howell Place NW

And Orange Street NW

Board up secure vacant house Wales Road NE 4 windows 3 doors  
and Vermont Ave SE

**APRIL 25, 2016**

Sweep 7<sup>th</sup> Street SW, Chester Ave SE, Erie Street S and Walnut Road SW

Patch Noble Place NW, Oak Manor Ave NE, Priscilla Ave NW,

Valeside Ave NE and Winslow Ave NW

Grade Alley 621 Walnut Road SW to Overlook Ave SW

Load yard waste container

Remove expired Opossum 25<sup>th</sup> Street SE

**APRIL 26, 2016**

Patch 7<sup>th</sup> Street SW, Chester Ave SE, Noble Place NW

And Starbrook Street NW

Clean off catch basins

Load leaves remove from Lincoln Park

Spray Guardrail weed killer Route 21

Load Street sweeping container

Load yard waste container

**APRIL 27, 2016**

Patch 1<sup>st</sup> Street SW, 27<sup>th</sup> Street SE, 2<sup>nd</sup> Street SW, 3<sup>rd</sup> Street NE

3<sup>rd</sup> Street SW, 7<sup>th</sup> Street SW, Autumn Ave NW, Carson Ave NW

Crest Circle NW, Firebush Drive NE, Harold Ave SE,

Korman Ave NE, Lauren circle NW, Oak Ave SE,

Stanton Ave NW, Starbrook Street NW and State Street NE

Spray weeds on guardrail Route 21

Pick up expired Deer Route 21

**CITY OF MASSILLON**  
**PAINT & SIGN DEPARTMENT**  
**APRIL MONTHLY REPORT**

**APRIL 1, 2016**

Sign department crew off

**APRIL 4, 2016**

Repair Post Meadowcrest Ave NW at Link Street NW  
Replace broken post Bracket 2<sup>nd</sup> Street SW & Diamond Court SW  
Replace damaged 25MPH sign Marion Ave SE  
Install sign post and stop sign State Street NE at Erie Ave N  
Pick up temporary stop sign  
Repair sign post 1<sup>st</sup> Street SW, 2<sup>nd</sup> Street SW,  
Hankins Road NE and Phillips Ave NE  
Work in Shop

**APRIL 5, 2016**

Clean out tool box in van City Garage  
Cut branches away from stop sign install post reflector 22<sup>nd</sup> Street NW  
Help with tree cleanup 10<sup>th</sup> Street NE & Stratford Ave NE  
Took pictures of no parking signs David Dodson Drive SE  
Emailed pictures to Greg  
Cut sign post brackets to size Grosvenor Street NW at Lincoln Way W  
Install reflective post strips 21<sup>st</sup> Street, 20<sup>th</sup> Street and 19<sup>th</sup> Street  
Work in Shop

**APRIL 6, 2016**

Install Children at play signs 21<sup>st</sup> Street SE and Oak Ave SE  
Install post reflector strips Lincoln Way W, 18<sup>th</sup> Street NW,  
15<sup>th</sup> Street NW, 14<sup>th</sup> Street NW, 12<sup>th</sup> Street NW, Monroe Ave NW  
Orange Street NW, Francis Street NW and Houston Street NW  
Install no parking here to corner & no parking this side of Street  
Oak Ave SE  
Work in shop

**APRIL 7, 2016**

Put out pedestal and no parking sign 1<sup>st</sup> Street SE  
Repair sign post 9<sup>th</sup> Street SW  
Cut post brackets City Garage  
Sign inspection NW  
Work in shop

**APRIL 8, 2016**

Sign inspection Southwest section  
Install 2 Way on stop sign 11<sup>th</sup> Street NE & Rotch Ave NE  
Work in shop

**APRIL 11, 2016**

Remove no parking sign and pick up pedestal 1<sup>st</sup> Street SE Downtown  
Mark area for post install call OUPS Walnut Road SE at Johnson Street Se  
Repair stop sign Venture Circle SE at Business Place SE  
Pick up broken sign and post install new post and new sign  
Richville Drive SE  
Work in Shop

**APRIL 12, 2016**

Sign department crew off

**APRIL 13, 2016**

Sign inspection northeast outer belt  
Order paint Sherwin Williams  
Work in shop

**APRIL 14, 2016**

Paint parking lines Legend's Golf Course parking lot  
Work in shop

**APRIL 15, 2016**

Install Street name sign Green Ave SW at Glen Place SW  
Paint parking lines Legend's Golf course parking lot  
Work in shop

**APRIL 18, 2016**

Post parking lot closed signs North Ave NW at Erie Street N  
Pick up broken sign post Navarre Road SW & Route 21  
Reinstall Corp limit sign  
Install 2 Caution Deer signs Tremont Ave SE  
Replace faded 25MPH sign Tremont Ave SE  
Work in shop

**APRIL 19, 2016**

Paint parking lines in parking lot North Ave NW & Erie Street N  
And Legend's golf course  
Repair sign post 2<sup>nd</sup> Street NE & Willow Ave NE  
Pick up paint for golf course Sherwin Williams  
Work in shop

**APRIL 20, 2016**

Paint parking lines Legend's Golf course  
Work in shop

**APRIL 21, 2016**

Repair sign post call OUPS for new post install Sawmill Trail NE  
Replace faded Hidden Drive Sign Overlook Ave SW  
Clean parking area City Garage  
Inspection of signs Downtown Area  
Spray wasp nest in sign post Kaylyn Street SE  
Replace faded no outlet sign Kaylyn Street SE  
Work in shop



**APRIL 22, 2016**

Repair sign post Lewis Street NE & Andrew Ave NE  
Meeting with service director about new signs for city hall and annex  
Put away shipment of new signs and posts City Garage  
Mark area for new sign post install call OUPS Lincoln Way W  
Work in shop

**APRIL 25, 2016**

Install street name sign 14<sup>th</sup> Street & Walnut Ave SW  
Install new lane sign Lincoln Way W  
Repair sign Lincoln Way W  
Price check for clamps on paint trailer Menards  
Install sign post and 35 MPH sign North bound 17<sup>th</sup> Street SW  
Install 35 MPH sign South Bound 17<sup>th</sup> Street SW  
Work in shop

**APRIL 26, 2016**

Pick up parts for paint trailer Menards  
Mark area for new sign post 17<sup>th</sup> Street NE call OUPS  
Post parking lot closed signs 1<sup>st</sup> street NW at Federal Ave NW  
Work on paint trailer City Garage  
Work in shop

**APRIL 27, 2016**

Paint parking lines City parking lot 1<sup>st</sup> Street NW & Federal Ave NW  
Work in shop

**APRIL 28, 2016**

Repair sign post Cherry Ave NW  
Install no truck sign Hankins Road NE & 17<sup>th</sup> Street NE  
Work in shop

**APRIL 29, 2016**

Sign inspection Route 21  
Install sign post and not trucks sign 17<sup>th</sup> Street NE & Lincoln Way E  
Repair sign post 9<sup>th</sup> Street Ne & Andrew Ave NE  
Work in shop