



# ANNUAL REPORT 2021

## Village of Chagrin Falls

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21 W. Washington Street  
Chagrin Falls, OH 44022



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# FINANCIAL SUMMARY

## Overview

2021 was a year of continuing recovery and achievement for the Village. With the widespread availability of the COVID vaccine in early 2021, the Village operations began to return to normal by May, although the pandemic continued to have a lingering effect. We completed most planned capital improvement projects in 2021 but were forced to adjust operations due to region-wide shortages of materials and contractor services.

We recovered from the pandemic in strong financial condition. The Village tax revenues exceeded our conservative projections. Our year-end cash balances are up from the prior year, reflecting the tax collections, conservative spending budgeted and the required contractor deferrals. This allowed us to build cash reserves for future capital projects. We received federal COVID recovery funds included in the year end cash balances; these are restricted funds that we plan to utilize on upcoming utility projects.

The Village has several large potential funding sources still outstanding at year end. Congressman David Joyce included \$3.5 million in the Interior Department funding bill for the upgrading of our Wastewater Treatment Plant. This bill passed in the US House of Representatives but is still pending in the US Senate, so the actual receipt of these funds is still uncertain. We are also working with the county to access some of the 2021 infrastructure bills funding for roads and bridges which would be allocated to upcoming projects.

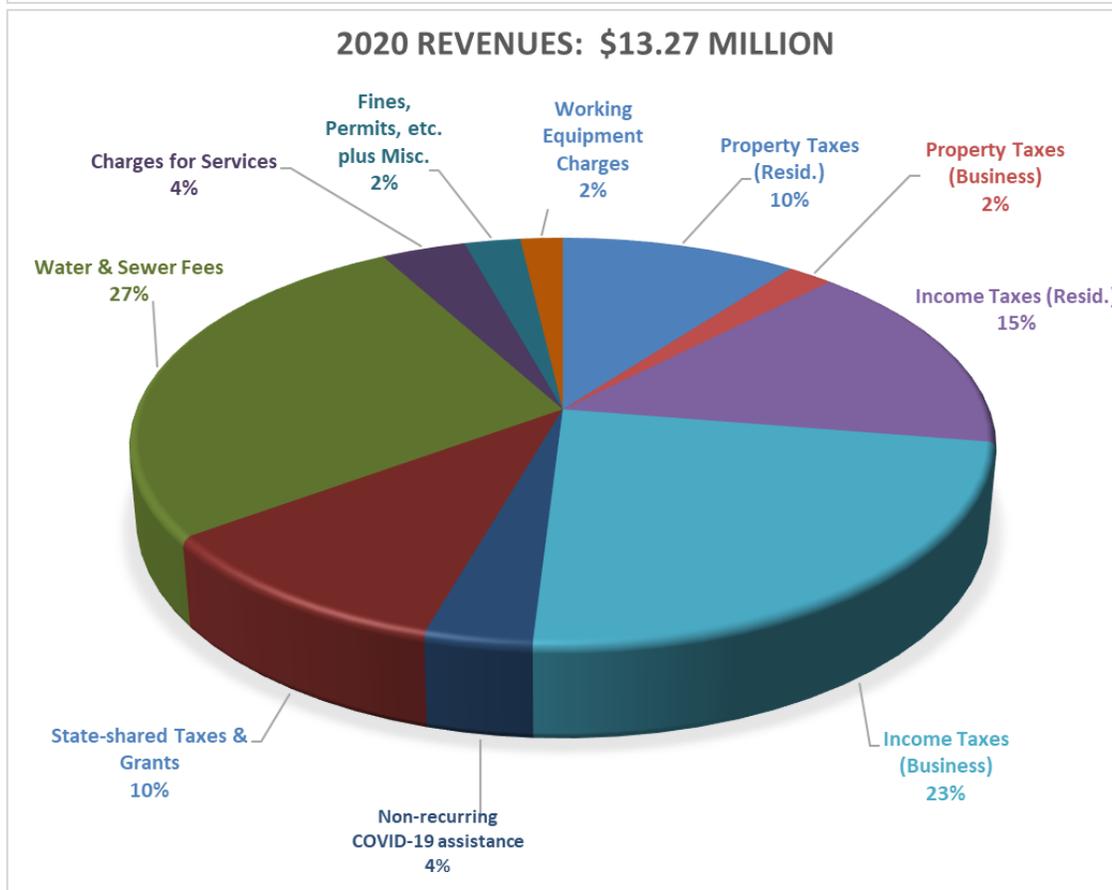
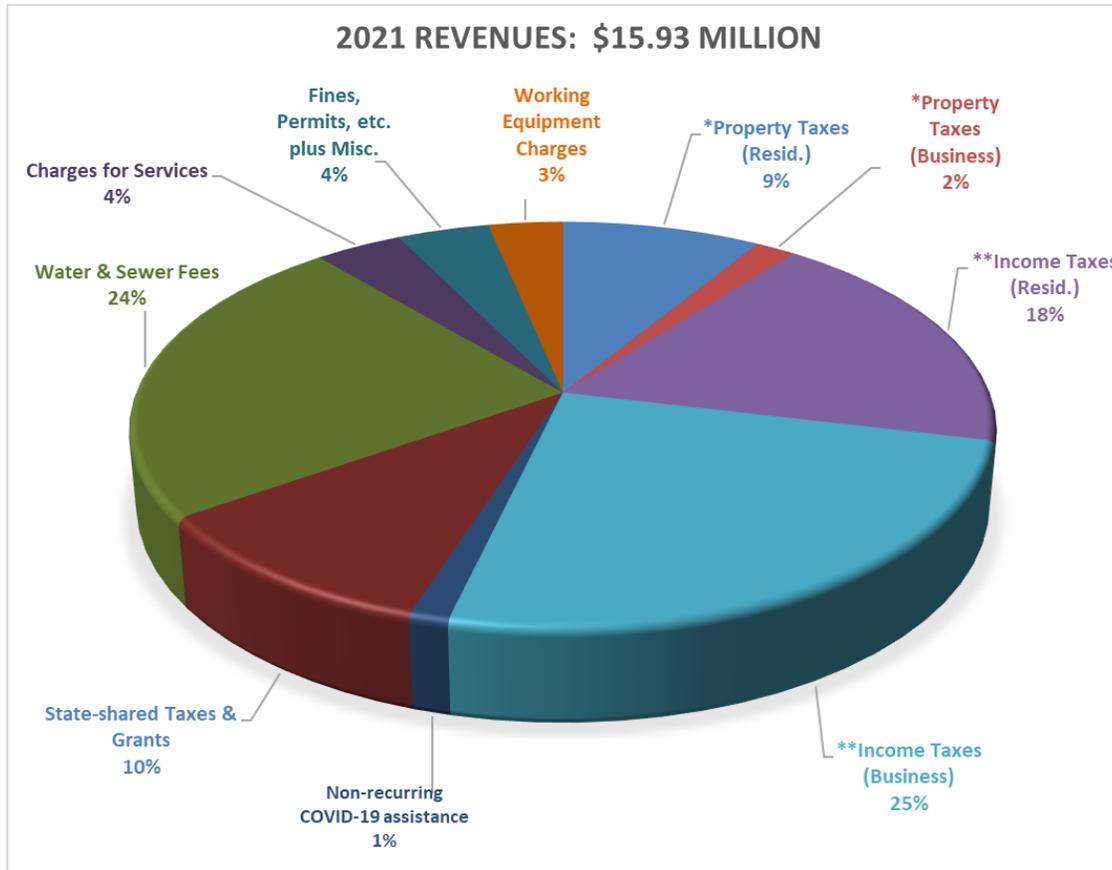
There is a grant request pending with the Ohio EPA 319 program for restoring a stream in the cemetery currently in a failing culvert. If approved this will cover between a quarter and a third of the cost. We have also applied to FEMA for disaster prevention funding to stabilize the Vincent Street roadway.

2021 was a year of significant achievement, coupled with continuing COVID-impacted challenges for the Village of Chagrin Falls. The Village is in sound financial condition, with many priority projects identified to enhance the future Chagrin experience for residents, businesses and visitors. I thank you for your support and look forward to a rewarding year in 2022.

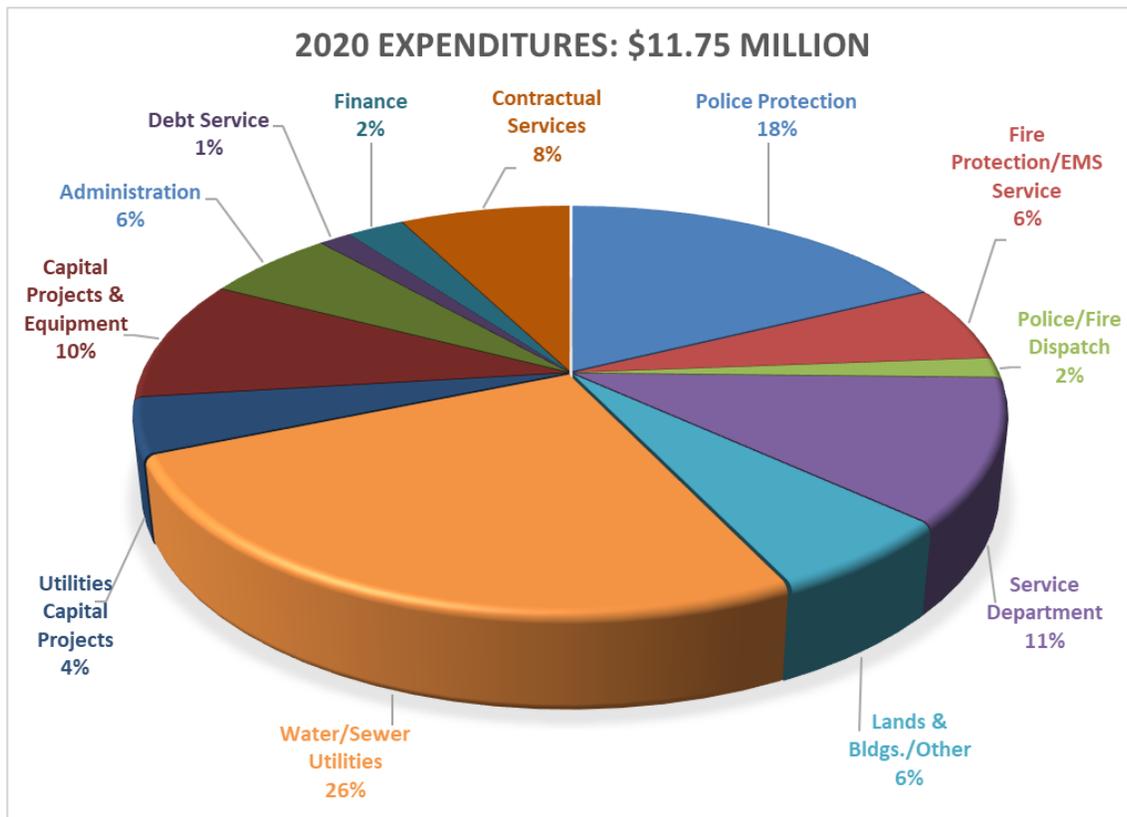
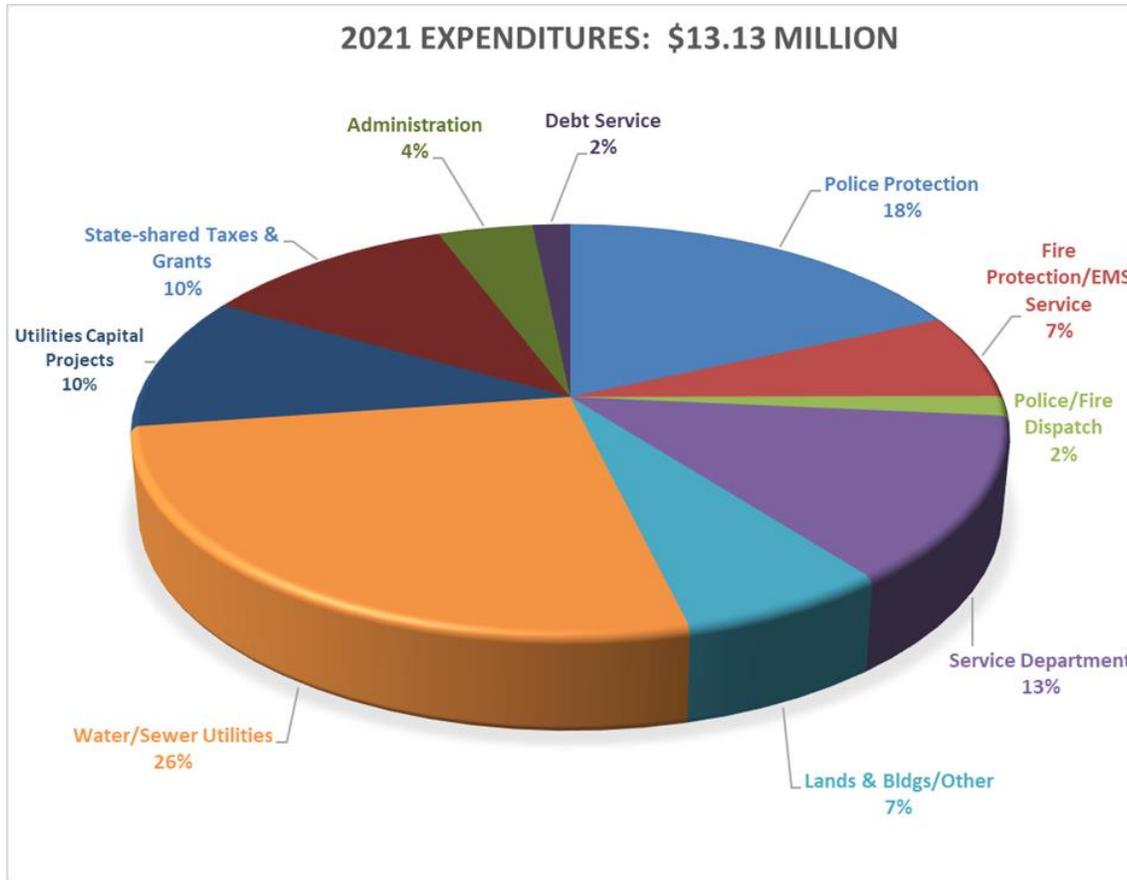
*William Tomko*  
Mayor of Chagrin Falls

*We recovered from the pandemic in strong financial condition.  
2021 was a year of significant achievement....*

## Revenue Analysis



## Expense Analysis



# CAPITAL IMPROVEMENT PROJECTS

## East Washington Street

The East Washington Street project included sewer and water main upgrades and finished with road resurfacing. The project was completed as scheduled and finished under budget. By allowing residents to elect to reline their sanitary laterals at the Village contract price, each resident realized thousands of dollars in savings compared to an individual contract cost. The project also assisted the Village in meeting EPA discharge license renewal standards in a cost-effective manner.

## Water Mains

Water main projects were deferred to spring 2022 on Water Street and Chagrin Blvd. The storm water portion of the West Summit Street road project had to also be deferred until spring of 2022. Contracts are awarded for these projects and construction will start as soon as weather permits.

## Wastewater Treatment Plant Phase I

Phase I of the Wastewater Treatment Plant upgrade and modernization project was completed as planned and is slightly under budget. A few components of the project remain on back order with installation scheduled for early 2022.

## Riverside Park Walkway

The Riverside Park brick walk replacement project is complete. As weather permits, the final regrading will take place and the path will be reopened to the public. This project was made possible by a \$100,000 state capital budget grant obtained on the Village's behalf by Ohio State Senator Matt Dolan.

## Road Program

The Village resurfaced West Summit, Wilding Chase, Edgewood Court, Longwood Drive and E. Washington. We also completed the major patching work on West Orange Street.

## Vincent Street Trail

The Vincent Street trail was substantially completed with plantings with some remaining trail work to be done this Spring. This was made possible largely by a State of Ohio Nature Works Grant and private contributions. All carry over work from 2021 will be completed during the first half of 2022, weather and contractor availability permitting.

# CAPITAL PLAN

The capital budget will be submitted to Village Council in the coming weeks for approval of the projects we hope to initiate in 2022.

## West Side Historic District Utilities Improvements

We finished the video-survey of all sewers in the west side historic district in 2021 to determine the line condition. In total this was 14,600 feet (2.75 miles) of underground sanitary sewer and 9,800 feet (1.9 miles) of storm sewer line. The survey found that 14.4% of sanitary sewer line (2,020 feet) is in moderately deteriorated condition, and 3% (400 feet) is in significant defective condition. We also video-surveyed 9,800 feet of storm sewers and found areas that were in significant defective condition. The capital spending budget we will be submitting to council proposes addressing these conditions in 2022.

## Wastewater Treatment Plant Phase II

In 2022, we plan to start Phase II of the Waste Water Treatment Plant project, which focuses on increasing pump capacity and modernization of the electrical controls and pumps. This project will be funded by low interest rate loans from the Ohio EPA. If the US Interior Department budget passes the US Senate with the 3.5 million dollars still in it, it will greatly assist the financing of this project and reduce the long-term debt requirement.

The plant was built in 1972 and last updated in 1992. Much of the equipment is at or near the end of its useful life and requires replacement. With the completion of Phase II, we anticipate that the Wastewater Treatment Plant will comply with all known and projected regulations and will meet our capacity needs for the next 30 years.

## Water & Sewer Lines

Maple and Walnut streets will benefit from replacing water lines and relining the sanitary sewers. It is our intention to offer the same lateral relining option to residents on these streets as was offered on the East Washington Street Project in 2020-21.

## Capital Improvement Projects Upcoming

### Evergreen Hill Cemetery Expansion

- Historic bank building donation for cemetery office
- Grant application to open stream
- Expanded, new gravesite areas in south end of cemetery

### Stormwater Management

- Completion of Willow/Locust/Lyndale watershed study
- Locust Lane culvert replacement

### Street + Utility Improvements

- Utility improvements + related road resurfacing in Historic District

### Park Improvements

- Arboretum Trail
- Riverside Park pathway + playground
- Triangle Park brick walkway

### WWTP Improvements

- Phase 1 completion
- Phase 2 starting

# BUILDING DEPARTMENT

## Private Construction

2021 was an extremely active year for private construction in the Village.

Year	ABR Submissions	Historical Significance Reports	Building Permits & Inspections	Property Maintenance Complaints	Demolition Permits
2021	219	40	682	17	6
2020	175	13	417	6	6
% increase	125%	308%	164%	283%	0%

For reference, during pre-pandemic 2019, the number of submissions to Architectural Board of Review was 81, which nearly tripled to 219 submissions in 2021. The demands on the Village Building Department staff, in addition to the Architectural Board of Review and Board of Zoning Appeals community volunteers, were extraordinary.

Our expenditures on Historical review have increased 10-fold since 2019, going from under \$2,000 to approximately \$20,000 annually. We are currently spending 40 to 50% of our total legal expense on Architectural Board of Review, Board of Zoning Appeals and other zoning matters.

# FIRE DEPARTMENT

## Regional Fire Services

Our regional fire services responded to 1690 emergency calls, a 5% increase from 2020;

- 1121 Emergency Medical Services (EMS) calls
- 569 Fire and Rescue calls

The department provided mutual aid to neighboring communities 46 times in 2021. Within the Village, the average response time was 3.5 minutes from the time dispatch received the call to when first responders were on site. The entire service area significantly outperformed the national standard of an 8-minute response time.

The Chagrin Falls Fire Department actively participates on three regional teams. We have 3 department members who serve on the Chagrin Valley drone team, 2 members who serve on the Chagrin Southeast Hazmat team, and 11 members who serve on the East Technical Rescue team. Each team serves the entire Chagrin Valley in a regionally shared cost-effective manner.

Due to the ongoing pandemic; our EMS team executed 78 COVID-positive case runs and 17 firefighters contracted COVID. All have subsequently recovered. As of December 31, 2021, 100% of the department members have been fully vaccinated.

# POLICE DEPARTMENT

## Summary

The Chagrin Falls Police Department (CFPD) continued to provide us with a safe community in 2021. In the past year, they answered 8,189 calls for service, resulting in 447 formal police reports and 100 motor vehicle accident reports.

The number of motor vehicle thefts dropped from a total of 9 in 2020, to a total of 5 in 2021. The community can assist in continuing to lower this number by making sure to lock vehicles when not in use, and remove keys and personal belongings.

## Speed Monitoring Program

In the summer of 2017, the police department began a speed monitoring program to assist in the identification of streets and/or neighborhoods that require targeted speed enforcement. The results of the monitoring are beneficial as they provide factual data regarding actual speeds, and hours of the day that vehicles are traveling in a given area. The tables below show a general breakdown of the 2021 results.

The data reflected in Table #1 was collected from driver feedback signs. The feedback signs alert the driver as to their current speed, and will blink and/or strobe as the speed becomes a violation.

The data reflected in Table #2 was collected from a covert radar unit. This unit is affixed near the roadway, but does not display any speeds or flashing lights. The average motorist does not likely notice that the unit is in place. The purpose of this device is to collect speed data as vehicle drivers are not prompted to modify speeds in any way.

**Table #1: Driver Feedback Signs**

Street Name	Duration of Study	Posted Speed	Average Speed	85% of vehicles were at or under stated MPH	Total in Count
Carriage Stone (eastbound)	5/26/21 - 6/2/2021	25	21.13	24.9	4,145
Carriage Stone (eastbound)	7/16/21 - 7/30/21	25	21.32	25.66	7,627
Carriage Stone (southbound)	5/11/21 - 5/18/21	25	22.48	26.85	3,973
Maple St. (westbound)	7/12/21 - 7/17/21	25	25.25	29.17	17,424
Miles Rd. (eastbound)	6/3/2021 - 6/8/21	35	31.74	37.05	9,952
North St. (northbound)	6/10/21 - 6/18/21	35	35.16	39.88	11,632
Olive St. (eastbound)	5/15/2021 - 5/29/21	25	19.06	24.03	6,725
Olive St. (westbound)	4/6/21 - 4/12/21	25	20.15	25.39	3,388
S. Franklin St. (southbound)	6/22/21 - 7/1/21	25	19.92	27.25	34,846
S. Franklin St. (southbound)	5/7/21 - 5/13/21	25	20.29	27.49	22,047
S. Main St. (northbound)	4/5/21 - 5/3/21	25	25.36	29.4	20,853
S. Main St. (northbound)	5/19/21 - 5/24/21	25	24.8	29.02	9,528
Solon Rd. (southbound)	6/29/21 - 7/9/21	35	35.16	40.13	35,821
W. Summit St. (westbound)	6/1/21 - 6/7/21	25	23.65	29.17	2,907
W. Summit St. (eastbound)	7/6/21 - 7/14/21	25	21.99	28.02	4,226
W. Sumit St. (eastbound)	7/26/21 - 8/4/21	25	21.29	27.66	4,992
W. Orange St. (westbound)	4/14/21 - 4/20/21	25	30.98	34.14	17,993
Bell St. (eastbound)	8/3/21 - 8/10/21	25	21.04	28.78	38,247
Walters (southbound)	10/11/21 - 10/19/21	25	28.27	34.72	15,447
S. Maint St. (northbound)	8/11/21 - 8/18/21	25	25.68	29.65	14,675
Solon Rd. (southbound)	8/20/21 - 8/29/21	35	34.14	39.52	35,572

**Table #2: Covert Radar Unit**

Street Name	Duration of Study	Posted Speed	Average Speed	85% of vehicles were at or under stated MPH	Total in Count
W. Summit St. (eastbound) n/65	7/15/21 - 7/26/21	25	27.71	32.25	8,209
Bell St. (eastbound) n/440	9/15/21 - 9/27/21	25	27.96	31.53	52,046
North St. (northbound) n/509	8/26/21 - 9/11/21	35	37.59	41.83	31,111
Olive St. (westbound)	7/27/21 - 8/9/21	25	24.81	29.24	8,044
S. Franklin St. (northbound) n/143	8/13/21 - 8/20/21	25	27.26	31.96	21,624
S. Main St. (northbound) n/65	7/7/21 - 7/14/21	25	29.02	32.75	17,416
Walters Rd. (northbound) n/460	9/28/21 - 10/7/21	25	30.39	34.77	20,115

This data is used to target our enforcement. In 2021 the Police made 996 traffic violation stops.

## Officer Training

Officers and civilian staff attended a variety of trainings in 2021. The following is a list of topics:

- Dynamics of Officer/Citizen Encounters
- Certified Voice Stress Analyzer Recertification
- Synthetic and Emerging Drug Trends
- Background Investigations for PD Applicants
- Organizational Risk Management
- Public Information Officer Boot Camp
- Interview and Interrogation Techniques
- First Line Supervision
- Detecting Misleading Behaviors
- Knock and Talk Investigations
- Mayor's Court Clerks Conference
- Advanced Roadside Impaired Driving Enforcement

The Chagrin Falls Police Department places a high value on training. Our goal has always been to provide our officers with the tools they need to do their jobs efficiently, effectively, and with a dedication to treat all persons we encounter with dignity, respect and fairness.

## Certifications

The Chagrin Falls Police Department holds the following certifications.

### OHIO COLLABORATIVE LAW ENFORCEMENT AGENCY CERTIFICATIONS

- Use of Force
- Recruitment and Hiring
- Community Engagement
- Body Worn Cameras\*
- Bias Free Policing
- Investigation of Employee Misconduct
- Vehicular Pursuit

\*All Chagrin Falls officers assigned to patrol duties are equipped with body cameras and are expected to use them in accordance with the department's body camera policy.

## Safe Zone

The Chagrin Police Department continued to provide a safe zone to meet and transact sales of merchandise sold online. The location is in front of the police station at 21 West Washington Street and is video monitored 24/7 and has a telephone hot line to 911 police dispatch.

## Community Outreach

2021 saw the return of many of the police department's community outreach programs. A modified version of the Safety Town program was held at Gurney Elementary. In addition, officers also participated in Tour the Trucks, Shop with a Cop, and Operation Santa's Sleigh.

# STREET DEPARTMENT

## Accomplishments

### Major Projects Completed

- North Main storm sewer culvert extension
- Downtown sidewalks replaced: 575 sq. ft.
- Downtown curbs replaced: 33 ft.
- Landscape re-design: Triangle Park, Vincent Street Arboretum, Library Walkway
- Finished installing LED light kits in Bramley Court, Falls Walkway & Pear Tree Circle
- Dog Park upgrades including: leveling, reseeding, fencing, activities and signage
- Rain garden installation in River Run Park

### Road Program: Asphalt & Crack Sealing

Asphalt	47 patches	190 tons of asphalt
Crack Seal	11 roads	2 roads curb sealed

### Leaf Collection

- 9 complete rounds through Village
- 76 loads
- 1900 cubic yards

### Snow and Ice Control

- 3,383 miles driven
- 1,100 tons of salt applied
- 850 gallons of brine applied

### Street Sweeping

- 112 cubic yards of debris collected (approximately 168 tons)

### Forestry

- 89 new trees planted (50% planted by Street Department staff)
- 263 trees pruned (84% pruned by Street Department staff)
- 56 trees removed

# WATER & SEWER DEPARTMENT

## Water Department

We recently completed the American Water Works Association (AWWA) evaluation of our water utility, which is an assessment that compares the performance of individual utilities to international standards. The water audit provides the baseline data for an effective water loss prevention program. The Chagrin water utility has shown consistent improvement and is ranked firmly in the “Very Good” category. Our goal is to achieve an “Excellent/Exceptional” rating in the near future. With continued progress in replacing and abandoning old water mains and our ongoing leak detection efforts we believe this is a realistic goal.

Our successful renegotiation of the Cleveland Water District (CWD) contract in 2016 has provided significant savings to Village customers. The contract is a “take or pay” arrangement, where we are obligated to buy a certain quantity of water, whether we need it or not. Consequently, the Village takes the minimum volume contractually required and sources all additional requirements from the Village-owned well-farm. The difference in cost between purchasing water from Cleveland vs. supplying our own water is very significant. Cleveland water currently costs our utility \$4.24 per hundred cubic feet. We can produce supplemental water from our existing wells for \$0.48 per hundred cubic feet, a savings of 89%.

In 2016, Village administration made renegotiating this contract the number one priority to reduce overall cost of water sourcing. We were successful in achieving this goal. This reduction has saved our customers a cumulative total of \$933,000 since 2016, furthermore we have used these savings to finance water system improvements and to avoid passing on Cleveland Water District rate increases to customers. We will continue to have annual savings of approximately \$400,000 per year over the previous contract obligation.

The renegotiated contract extends to 2033. 2021 was the last year of reductions in minimum purchase requirements, there will be no additional savings from further reduction in minimum purchase commitments. Council has not had to raise water rates since 2015, while general water rates of other communities are rising at an average rate three times faster than inflation. When the contract expires in 2033, the goal should be to maximize the use of Village controlled sources and only use Cleveland Water as secondary/back-up supply.

## Water Meter System

The automated water meter reading system has been operating for a little over 24 months. A realized benefit has been the ability to notify between 5-15 customers per week of potential water leaks, thus avoiding significant water wastage and unnecessary customer charges. Since implemented, we estimate \$40,000 in saved billings to customers for wasted water.

## Water Billing & Payment

Water billing and payment options have also been upgraded for our customers.

### Billing

Electronic billing is available. Currently, 21% of our customers have elected paperless billing. Hopefully, over time, this percentage will increase as it saves considerable time in paper handling and postage. The Village currently spends more than \$2.10 per account, per billing cycle in processing paper bills.

### Payment

Electronic bill payment is an option. Currently 42% of our customers are paying online and through direct bill payment.

## Wastewater Treatment Plant and Underground Sewer Rehabilitation

In 2021, we completed Phase I of our two phase WWTP compliance and modernization programs. We replaced the discharge filtration system in its entirety, and eliminated the use of chlorine disinfection of the effluent discharge. The chlorine disinfection was replaced by a high intensity UV light system. This upgrade not only eliminated the use of a hazardous chemical system, it freed up considerable space for other uses. We are now arguably returning water to the Chagrin River that is near drinking water quality.

The discharge license renewal from the OEPA required us to eliminate all discharges to the river of untreated effluent known as Sanitary Sewer Overflows (SSOs). SSOs are the result of high sewer flows that exceed the sewer system capacity related to periods of high rainfall and high ground water levels. This situation occurs 3 to 5 times per year on average. These water surges result from inflow and infiltration (I&I) of stormwater into the sanitary sewers. I&I can result in 200% (or even 300%) increases to peak flows into the WWTP when compared to dry weather flows. Consequently, some years ago, the Village was notified by the OEPA that as a condition for our discharge license renewal all SSOs had to be eliminated

In order to eliminate the SSO's the OEPA required corrective action. Rather than investing an estimated \$8,000,000 on a very large retention tank in River Run Park, the Village offered an alternative plan. We were successful in convincing OEPA to allow the Village to meet license renewal requirements by rehabilitating the existing underground sewer system and increasing the pump capacity of the WWTP thus moving fluid through the plant faster. We believe this ability to move fluids faster, together with underground line rehabilitation, will eliminate the SSO conditions, at a much lower cost than installing a retention tank. The East Washington Street project was the first phase of this program and resulted in the elimination of significant extraneous water entering the sanitary sewer:

	Pre-Construction (2018/2019)	Post Construction (2021)	% Difference
Average Daily Dry Weather Flow (mgd)	0.120	0.102	15.0%
10-yr 2-hr Peak Hour Flow Rate (mgd)	2.992	2.611	12.7%
10-yr 2-hr I/I Volume per Inch of Rainfall (Gal/In)	267,700	120,700	54.9%

*\*These flow reductions are based upon metered flow rates.*

Thus, we have achieved critically important requirements by the most cost-effective means:

1. The service life of the East Washington sewer increased by 50 to 75 years and achieved significant reduction in I&I. This line was originally installed in the early 1900's.
2. The need to construct a retention tank at Riverside Park at an estimated cost of \$8,000,000 has been avoided.
3. We have taken advantage of extremely low long-term interest rates currently available through the OEPA and OPWC to fund the WWTP upgrade projects. We have an average borrowing rate of 0.33% for the current construction projects. The individual rates are noted in the following table.

E. Washington Street	0.5%	50 basis points	30-years
WWTP Phase I	0.03%	3 basis points	20-years

This will save hundreds of thousands of dollars in interest over the repayment period, spread the cost over 20 to 30 years, minimize the future impact on sewer rates and achieve long-term environmental compliance. We have also received \$445,000 in cash grants from OPWC. The debt will be retired from the utility charges over the next 20 to 30 years.

Phase II of this program will commence later in 2022. We estimate the cost of Phase II to be in the range of \$6,000,000. We are planning on financing this phase with low cost OEPA clean water loans and (hopefully) the federal funding of \$3.5 million that Congressman David Joyce has included in the Interior Department funding bill (when that bill is finally acted upon by Congress). If received, these federal funds are grants and not debt. We have contacted Senator Brown's and Portman's offices, and both expressed their support. Should we not receive these funds, it will increase our borrowing and repayment will fall to our rate payers.

***During 2022, we look forward to continuing to provide the safe, secure and enjoyable environment that our residents have come to expect. As always, if you have questions or concerns, don't hesitate to call Village Hall, the Mayor or your elected Council Representatives, as we are here to serve you.***

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**Mayor William A. Tomko**

