



January 16, 2004

Liberty Woods Homeowners Association
Greta Musarra
746 Saratoga Trail
Medina, Ohio 44256

Dear Ms. Mussarra,

Enclosed you will find the memo and resolution/status plan that Patrick Patton the City Engineer compiled regarding the issues in the Liberty Woods / Kensington Pointe Subdivisions.

Please be advised the city is working on these issues as quickly as possible and will be sure to contact you when specific dates of installation or repairs are determined.


Thank you for your patience in this matter.

Sincerely,

Mayor Jane Leaver
City of Medina

JL: dmc

MEMO

Date: January 2, 2004
To: Mayor Leaver, Greg Huber
From: Patrick Patton 
RE: Liberty Woods Subdivision
Kensington Pointe Subdivision
Delinquent Items, Additional Concerns

Attached, please find a summary of the issues and the proposed resolutions for the open items at Liberty Woods and Kensington Pointe Subdivisions.

On Wednesday, December 31, 2003 I spoke with Dave Johnson, the President of the Kensington Pointe Subdivision Homeowners Association, regarding his concerns. His only concerns were the completion of the sidewalk on N. Commerce Drive, the installation of street lights, and the clean-up of debris adjacent to the guardrail at the north end of N. Commerce Drive.

On Friday, January 02, 2004 I met with Greta Musarra, the Vice-President of the Liberty Woods Homeowners Association, at the site to review her concerns. Her concerns are detailed on the attached summary; basically she is looking for the removal of construction debris and other 'junk' from either end of N. Commerce Drive along with final grading and landscaping of the area. In addition, she asked for our help in requiring the developer to establish a 'path' within parcel #029-19A-07-049 to allow access for landscaping equipment to allow the association to cut and maintain the detention area. I will contact the developer about this issue, but we need to keep in mind that there is a City easement running from the street to this detention basin for this purpose. Without question establishing a path in the common area will be less intrusive than requiring a landscaper to cross someone's side yard to get to the basin, but the developer did include this easement for this purpose when they designed the subdivision. It shouldn't take a lot of work to establish a path in the common area, so hopefully they will agree to install one.

Please review the attached and advise me of any comments that you may have. I will include any comments you may have and the attached summary (with proposed completion dates) in a letter to the developer.

Thanks-

Pat P

Resolution / Status of Issues at Liberty Woods Subdivision

#	Location	Issue	Resolution/Status	Comment
	Retention Basin between Bradtcock's Landing and Cornwallis Court	Standing water along stream channel	Developer to re-grade and re-landscape stream channel by May, 2004	See note (1)
	Retention Basin between Bradtcock's Landing and Cornwallis Court	Erosion	Developer to submit plans to enclose a portion of the stream. P. Patton to meet with Army Corps in January to determine allowable scope; developer will install by May, 2004	See note (1)
	Retention Basin between Bradtcock's Landing and Cornwallis Court	Ice buildup at outlet (near Patriot's Way)	Developer to re-grade and re-landscape stream channel by May, 2004	See note (1)
	Retention Basin between Bradtcock's Landing and Cornwallis Court	Excessive water back-up during rain	P. Patton and developer's engineer to determine if a mid-stage outlet is an appropriate solution; if it is, developer will install by May, 2004 (PLEASE NOTE, THIS IS A RETENTION POND AREA, IT IS DESIGNED TO HOLD STORMWATER AFTER A RAIN)	See note (1)
	Parcel #029-19A-11-178	Excessive building material debris (concrete, stone, etc.)	P. Patton and Mayor to meet with builder (Sweetbriar) to discuss. If builder does not agree to clean up the lot, City will require developer to complete the clean up.	See note (2)
	Parcel #029-19A-07-049	Drainage issues, misc. debris, landscaping not completed, access to retention basin, etc.	P. Patton and Mayor to meet with builder (Sweetbriar) to discuss. If builder does not agree to clean up the lot, City will require developer to complete the clean up.	See note (2)
	Parcel #029-19A-11-167	Same issues as those listed in Item #s 1a through 1d, above	P. Patton will contact developer about establishing an acceptable path to allow equipment (tractor, mower) access to detention basin. See above, Item #s 1a through 1d	See note (2)
	Stream running from Patriot's Way to N. Commerce Drive (along rear property lines of homes on the west side of Savannah Trail) Phase 4 & 5	Stream bank erosion	P. Patton to meet with Army Corps in January to determine allowable scope of stream bank stabilization; developer will install by May, 2004	See note (3)
		Street Lights	City has approached Ohio Edison to ask that they honor their previous cost estimate. If they do, lights can be installed immediately. If not, City will attempt to install lights with a private contractor. If this is not feasible, City will approach developer to pay additional costs. In either case, lights should be installed within 90 days.	
	Rear yard of 695 Cornwallis Court	Drainage	Developer to install additional rear yard drainage basin by May, 2004	See note (4)

Notes:

- (1) Concerns submitted to City by Shari Sovizral/695 Bradtcock's Landing in a 10/23/2003 letter
- (2) Concerns submitted to City by Liberty Woods Homeowners Association (via Greta Musarra/746 Saratoga Trail) in a 10/10/2003 letter and a 01/02/2004 meeting
- (3) Concerns expressed by Richard Bottarro/849 Savannah Trail
- (4) Concerns expressed by Karen Frimel/695 Cornwallis Court

January 2, 2004

Resolution / Status of Issues at Kensington Pointe Subdivision		Resolution/Status	Comment
m #	Location	Issue	
	Entire Subdivision Commerce Drive	Street Lights Sidewalks	Same as Item #4, above Developer to install sidewalks on east side of N. Commerce (the Liberty Woods side) by May, 2004
	Both ends of N. Commerce beyond guardrail	Excessive debris (same issues as those listed in Item #'s 2a through 2b, above)	See above. Item #'s 2a through 2b See note (5)

Notes:
 (5) Concerns expressed by Kensington Pointe Homeowners Association (via David Johnson/937 Chadwick Lane) in a 9/2003 meeting and a 12/21/2003 conversation