



**City of Willowick**  
**CITY COUNCIL REGULAR MEETING**

Tuesday, December 16, 2025 at 6:30 PM  
City Council Chambers

**ADA NOTICE**

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City of Willowick at 440-585-3700 at least three working days before the meeting.

**AGENDA**

**CALL MEETING TO ORDER**

**PLEDGE ALLEGIANCE**

**INVOCATION**

**ROLL CALL OF COUNCIL**

**APPROVAL OF MINUTES**

1. Motion to approve the Minutes from the Regular Council Meeting of December 2, 2025.

**APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS**

2. A Proclamation recognizing Willowick Fire Department members Captain Luke Ockenden, Lieutenant Sean Coubrough, Firefighter Justin Corbe, Firefighter Kyle Bynane and Firefighter Michael O'Connell for their brave and heroic actions on Tuesday, December 9, 2025.

**ADMINISTRATIVE APPEALS**

3. Administrative Appeal Order No. 2025-32 (Shoregate Towers NS LLC/Vijai Ponnezhan):  
An Order granting a Variance and exception to not have to deposit monies in escrow for specific point of sale violations in the application of Section 1355.05(e) of the Codified Ordinances of the City of Willowick.
4. Administrative Appeal Order No. 2025-33 (Shoregate Towers NS LLC/Vijai Ponnezhan):  
An Order granting a Variance and exception to use an asset line of credit letter from Charles Schwab Bank for the sum of \$12,435,867.44 for the specific point of sale violations and to provide the City with quarterly statements showing fund availability until all violations are corrected in the application of Section 1355.05(e) of the Codified Ordinances of the City of Willowick.

**REPORTS & COMMUNICATIONS FROM THE MAYOR/SAFETY DIRECTOR**

**COUNCIL DISCUSSION OF THE MAYOR'S REPORT**

**GENERAL COMMUNICATIONS & REPORTS – Directors & Officials**

**Service Director** – Todd Shannon

**Recreation Director** – Julie Kless

**City Engineer** – Tim McLaughlin

**Finance Director** – Goran Vrhovac

**Law Director** – Mandy Gwirtz

**Police Chief** – Rob Daubenmire

**Fire Chief** – Bill Malovrh

**Chief Housing/Zoning Inspector** – Sean Brennan

## **WARD MATTERS**

## **PUBLIC PARTICIPATION**

*a) Public statement (1 minute maximum)*

*b) Council response to the public*

*c) Public clarification (30 seconds to 1 minute for the purpose of restating or rearticulating an original question, concern, suggestion or idea)*

## **REPORTS OF STANDING COMMITTEES**

**Finance** – Bisbee, Mohorcic, Antosh

**Safety** – Phares, Malta, McFarland

**Service, Utilities & Public Lands** – Malta, Phares, McFarland

**Streets, Sidewalks & Sewers** – Mohorcic, Bisbee, Malta

**Tax Compliance** – McFarland, Antosh, Phares

**Moral Claims** – Antosh, Phares, Koudela

**Budget** – Mohorcic, Koudela, Bisbee

## **LIAISON REPORTS**

**Planning** – Phares/Alternate Antosh

**Board of Zoning Appeals** – McFarland/Alternate Koudela

**Volunteer Fire Fighters' Dependents Fund Board** – Antosh, Phares

**Recreation Board** – Bisbee/Alternate Phares

**Plan Review Board** – Antosh

## **FUND TRANSFERS & BID AUTHORIZATIONS**

## **CONTRACT APPROVALS**

5. Motion to enter into a contract with TruGreen for fertilization of City properties for the calendar year 2026.
6. Motion to enter into a maintenance agreement with Timbers-Kovar for the maintenance of various garage doors and pneumatic doors throughout the City of Willowick.
7. Motion authorizing the Mayor to enter a contract with Sunset Cinema LLC for the City's Family Fun Night in July 2026 for a total cost of \$1600 per show.

8. Motion authorizing the Mayor to enter into a contract for the Eaton 9355 UPS system for a one-year plan total of \$4,498.00 (excluding tax).

#### **INTRODUCTION & CONSIDERATION OF LEGISLATION**

9. ORDINANCE NO. 2025-50:

AN ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF WILLOWICK, STATE OF OHIO, DURING THE FIRST QUARTER OF CALENDAR YEAR ENDING DECEMBER 31, 2026, AND DECLARING AN EMERGENCY.

10. ORDINANCE NO. 2025- 51:

AN ORDINANCE AMENDING ORDINANCE 2025- 13 TO PROVIDE FOR ADDITIONAL APPROPRIATIONS FROM THE General Fund (101); Sewer Revenue Fund (205); Fire Emergency Rescue Fund (208); Bond Retirement Fund (301); FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF WILLOWICK, STATE OF OHIO, DURING THE CALENDAR YEAR ENDING DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.

11. ORDINANCE NO. 2025-52:

AN ORDINANCE DIRECTING THE DIRECTOR OF FINANCE TO CERTIFY DELINQUENT ACCOUNTS TO THE LAKE COUNTY AUDITOR AND LAKE COUNTY TREASURER FOR COLLECTION AS PROPERTY TAX AND DECLARING AN EMERGENCY.

12. ORDINANCE NO. 2025- 53:

AN ORDINANCE AMENDING CHAPTER 133 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, OHIO TITLED "DEPARTMENT OF FINANCE"; SPECIFICALLY SECTION 133.17, TITLED "CHARGES FOR EMERGENCY MEDICAL SERVICE."

13. ORDINANCE NO. 2025 - 54:

AN ORDINANCE ESTABLISHING THE 2026 ROAD PROGRAM FUND, UNDER FUND NUMBER 420, AND DECLARING AN EMERGENCY.

14. ORDINANCE NO. 2025 - 55:

AN ORDINANCE ESTABLISHING THE LARIMAR CULVERT PROGRAM FUND, UNDER FUND NUMBER 430, AND DECLARING AN EMERGENCY.

15. ORDINANCE NO. 2025 - 56:

AN ORDINANCE ESTABLISHING THE 2025 LATERAL PROGRAM FUND, UNDER FUND NUMBER 431, AND DECLARING AN EMERGENCY.

16. ORDINANCE NO. 2025 - 57:

AN ORDINANCE ESTABLISHING THE STRIPING PROGRAM FUND, UNDER FUND NUMBER 432, AND DECLARING AN EMERGENCY.

## 17. RESOLUTION NO. 2025 - 61:

A RESOLUTION AUTHORIZING THE ADVANCE OF FUNDS FROM THE GENERAL FUND (101) TO THE LAKESHORE BLVD. SEWER IMPROVEMENT FUND (434) AND DECLARING AN EMERGENCY.

## 18. RESOLUTION NO. 2025 - 62:

A RESOLUTION AUTHORIZING THE ADVANCE OF FUNDS FROM THE GENERAL FUND (101) TO THE FORESTGROVE SEWER IMPROVEMENT FUND (435) AND DECLARING AN EMERGENCY.

## 19. RESOLUTION NO. 2025 - 63

A RESOLUTION AUTHORIZING THE ADVANCE OF FUNDS FROM THE GENERAL FUND (101) TO THE COMMUNITY BLOCK GRANT FUND (224) AND DECLARING AN EMERGENCY.

## 20. RESOLUTION NO. 2025 - 64:

A RESOLUTION AUTHORIZING THE ADVANCE OF FUNDS FROM THE GENERAL FUND (101) TO THE NOPEC GRANT FUND (227) AND DECLARING AN EMERGENCY.

## 21. RESOLUTION NO. 2025 - 65:

A RESOLUTION AUTHORIZING THE ADVANCE OF FUNDS FROM THE GENERAL FUND (101) TO THE LARIMAR CULVERT PROGRAM FUND (430) AND DECLARING AN EMERGENCY.

## 22. RESOLUTION 2025-66:

A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR, AND DECLARING AN EMERGENCY.

## 23. RESOLUTION NO. 2025-67:

A RESOLUTION AUTHORIZING THE TRANSFER AND RETURN OF ADVANCED FUNDS FROM THE E 305th ST. SEWER IMPROVEMENT FUND TO THE GENERAL FUND, AND DECLARING AN EMERGENCY.

## 24. RESOLUTION NO. 2025-68:

A RESOLUTION AUTHORIZING THE TRANSFER AND RETURN OF ADVANCED FUNDS FROM THE LAKESHORE BLVD. SEWER IMPROVEMENT FUND (434) TO THE GENERAL FUND, AND DECLARING AN EMERGENCY.

## 25. RESOLUTION NO. 2025-69:

A RESOLUTION AUTHORIZING THE TRANSFER AND RETURN OF ADVANCED

FUNDS FROM THE FORESTGROVE SEWER IMPROVEMENT FUND (435) TO THE GENERAL FUND, AND DECLARING AN EMERGENCY.

26. RESOLUTION NO. 2025-70:

A RESOLUTION AUTHORIZING THE TRANSFER AND RETURN OF ADVANCED FUNDS FROM THE VIOLENT CRIME REDUCTION GRANT FUND (233) TO THE GENERAL FUND, AND DECLARING AN EMERGENCY.

27. **First Reading 11/18/25, Second Reading 12/2, Item is on Third Reading.**

ORDINANCE NO. 2025-45 (Amended):

AN ORDINANCE AMENDING CHAPTER 921 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, OHIO, TITLED "STREETS, UTILITIES AND PUBLIC SERVICES CODE;" SPECIFICALLY, SECTION 921.08, TITLED "SANITARY SEWER RENTAL RATES," TO PROVIDE A USE CHARGE RATE BASED UPON \$11.2655 PER 100 CUBIC FEET OF WATER, ESTABLISH A MINIMUM QUARTERLY BILLING FOR SUCH USE CHARGE RATE OF \$90.1261 PER 800 CUBIC FEET OF WATER, OR PART THEREOF.

28. **First Reading 11/18/25, Second Reading 12/2, Item is on Third Reading.**

ORDINANCE NO. 2025- 48:

AN ORDINANCE ENACTING A NEW CHAPTER 510 OF THE OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK ENTITLED "NUISANCE ABATEMENT."

29. ORDINANCE NO. 2025-58:

AN ORDINANCE ESTABLISHING A CYBER INCIDENT REVIEW AND RESPONSE PROCESS FOR THE CITY OF WILLOWICK, OHIO, AND DECLARING AN EMERGENCY.

## MISCELLANEOUS

- 30. Motion for the Mayor to enter into an agreement with CEI for the relocation of a power pole located at City Hall for the parking lot expansion.
- 31. Motion Authorizing the the Mayor and/or Finance director to enter into an agreement with Wichert Insurance to provide the City of Willowick insurance for its Property, Inland Marine, Crime, Boiler and Machinery, Automobile, General Liability, Public Officials/Employment Practices Liability, Law Enforcement Liability, and Umbrella Liability.

## PUBLIC PARTICIPATION

- a) Public statement (1 minute maximum)*
- b) Council response to the public*
- c) Public clarification (30 seconds to 1 minute for the purpose of restating or rearticulating an original question, concern, suggestion or idea)*

## ADJOURNMENT