



City of Willowick
CITY COUNCIL REGULAR MEETING

Tuesday, April 15, 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 April 1, 2025.

APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS

2. A Proclamation recognizing Rob Gross who is retiring from the Willowick Service Department.

ADMINISTRATIVE APPEALS

3. ADMINISTRATIVE APPEAL ORDER NO. 2025-6 (Zajdowicz):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW A LOT SPLIT THAT DOES NOT COMPLY WITH THE PURPOSE AND INTENT OF CHAPTER 1139.01 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK IN BOARD OF ZONING APPEALS.

4. ADMINISTRATIVE APPEAL ORDER NO. 2025-7 (Zajdowicz):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW A LOT SPLIT THAT DOES NOT COMPLY WITH THE PURPOSE AND INTENT OF CHAPTER 1139.03 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK IN BOARD OF ZONING APPEALS.

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 – Cheryl Benedict

Law Director – Mandy Gwartz

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, Malta, Bisbee

Tax Compliance – Koudela, Antosh, McFarland

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

INTRODUCTION & CONSIDERATION OF LEGISLATION

5. ORDINANCE NO. 2025- 19

AN ORDINANCE ENACTING CHAPTER 786 OF THE CODIFIED ORDINANCES TITLED "MARIJUANA DISPENSARIES."

Item was on First Reading 4/1/25, Item is on Second Reading.

6. ORDINANCE NO. 2025- 20

AN ORDINANCE AMENDING CHAPTER 1145 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, OHIO, TITLED “RETAIL DISTRICT;” SPECIFICALLY, AMENDING SECTION 1145.03, TITLED “USES.”

Item was on First Reading 4/1/25, Item is on Second Reading.

7. RESOLUTION NO. 2025-18:

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF WILLOWICK TO PREPARE AND SUBMIT ANY AND ALL APPLICATIONS TO PARTICIPATE IN THE COMPETITIVE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR FISCAL YEAR 2025, AND TO EXECUTE CONTRACTS AS REQUIRED FOR THE PROGRAM, AND DECLARING AN EMERGENCY.

8. RESOLUTION NO. 2025-19:

A RESOLUTION AUTHORIZING THE CITY OF WILLOWICK TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION CONTRACT (2025) FOR THE PURCHASE OF ROAD SALT, AND DECLARING AN EMERGENCY

9. RESOLUTION NO. 2025 – 20:

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO TELECOMMUNICATIONS DEPARTMENT IN THE AMOUNT OF \$4,525.45 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

10. RESOLUTION NO. 2025-21:

A RESOLUTION SETTING FORTH NO OBJECTION TO THE SUBMERGED LAND LEASE AND PROPOSED SHORE STRUCTURE APPLICATION FOR A REAL PROPERTY LOCATED AT 31731 LAKESHORE BOULEVARD, WILLOWICK, OHIO, OWNED BY JESSICA W. MADDEN, AND DECLARING AN EMERGENCY

11. RESOLUTION NO. 2025 – 22:

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO MELZER’S FUEL IN THE AMOUNT OF \$10,546.29 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

12. RESOLUTION NO. 2025 – 23:

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO EMSAR IN THE AMOUNT OF \$3,060.00 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

13. ORDINANCE NO. 2025-21:

AN ORDINANCE FIXING THE COMPENSATION OF ADULT SCHOOL GUARDS, REPEALING CERTAIN ORDINANCES AND DECLARING AN EMERGENCY.

MISCELLANEOUS

- [14.](#) Motion to approve the Liquor License transfer #2819459 from Log Cabin Restaurant Inc. & Patio Outbuilding to Fork My Life Restaurant Group Timber Kitchen & Social LLC & Patio & Outbuilding located at 28810 Lakeshore Blvd. Willowick, Ohio 44095.
- [15.](#) Motion Authorizing the Mayor to Enter into an agreement with Lampion Company for the repair of the conduit at the intersection of Lakeshore Boulevard and Vine Street in the amount of \$16,200.
16. Motion granting authorization for Dawn Snyder to approve purchase orders during the Finance Director's absence from April 19th through April 28, 2025.
- [17.](#) Motion to authorize the expenditure of \$30,457.98 to SHI International for the purchase of 14 Dell Computers.
- [18.](#) A motion to authorize the expenditure of \$44,550.00 to Montrose Ford for the purchase of a new 2025 Ford Explorer Interceptor for police use.
19. A Motion to authorize the expenditure of \$27,972.58 to Hall Public Safety for the outfitting of a new 2025 Ford Explorer Interceptor for police use.
20. Motion to implement Weekend Premium Pay in the Fire Department commencing the weekend of Memorial Day 2025 through Labor Day 2025 from Friday, 1800 hours to Monday, 0600 hours at an additional rate of \$8.00 per hour, excluding Holidays.

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



City of Willowick
CITY COUNCIL REGULAR MEETING

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MINUTES

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 March 18, 2025.

MOTION: Mr. Malta motioned to approve the minutes of the Regular Council Meeting of March 18, 2025. Mr. McFarland second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion carried. Minutes approved.

APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS

2. Motion to approve the mayoral appointment of Tom Robinson to the Willowick Civil Service Commission.

Mayor Vanni says Bill, who has been involved for over 20 years, has moved to Willoughby. Tom Robinson just retired from Gates Mills Fire Chief. He lives in Willowick.

Mr. Robinson is present today if anyone has any questions. No questions.

MOTION: Ms. Antosh motioned to approve the Mayoral Appointment. Mr. Malta second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion carried. Motion approved.

3. Proclamation designating April 2025 as Child Abuse Prevention Awareness Month. ***Please note, this item was done prior to item #2 (Tom Robinson appointment).**

Mayor Vanni mentions that they are keeping the Proclamation for Child Abuse Prevention Awareness Month going in Chris Morgan's memory, the Council Clerk who passed away last year. This was very near and dear to her heart.

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

Mayor Vanni thanks Tom Robinson for coming and also for stepping up. Mayor Vanni says Justin from Major Waste Disposal is here.

Justin says he believes we are off to a good start in the City. They are pulling about 24 tons of garbage per day. He has not received many complaints and is hopeful Council has not either. He has spoken to Councilman Malta already a few times. He expresses his gratitude for the opportunity to serve the City.

Mr. Malta says he is doing a marvelous job and he has been prompt in handling any situations. He thanks him.

Mr. Mohorcic says the number 1 compliment he has received is how great Major has been so far.

Mr. Malta says thanks for saying that Patrick. He recently wrote in his column about how it was a snowy day recently and there was a woman trying to push her garbage cart to her tree lawn. A Major truck stopped and got out and helped her. Those are the type of drivers they have and it is wonderful.

Mayor Vanni continues his report. He thanks Justin for coming out. First, we had a garage fire on E 324th roughly a week or two ago. He acknowledges the fire department. He can't figure out how they managed to save the house next door from catching on fire. May 6 is the primary in the State. There are two issues on the ballot that will directly impact Willowick. The first is Issue 3, a Willowick Charter Amendment. It is asking residents to take the Fire Chief out of Civil Service. There is a part time fire department. They do not really have a hierarchy there when they need to replace a Chief. This gives the option to have some flexibility to keep the stability that has been built in the Fire Department the past two years. Please reach out to Council or the Mayor for any questions.

He says there is State Issue 2 also that deals with OPWC. Every 10 years they put this on the ballot. It is not a tax increase; it is funded by debt bonding by the State. This program is what they use to grant cities infrastructure funding. This is the 5th time it is going to the ballot. They are going for 2.5 billion over 10 years. To show how important this is to the City, over the past 40 years we have done 27 projects and have received a little over 9.2 million in grants and a little over 2.3 million in zero percent loans. This is important to Willowick and many other municipalities.

Switching gears to some grants, they applied for a federal grant. There were two projects they were looking at. They decided to submit just for the culvert as it is a bigger project. He feels that we have other opportunities to get grants for the parking lot which they will be working on later this week. Hopefully they will hear back soon. Last week they met with the County Engineer. He is well aware of the lights and the garbage. He told him that the lights might be a controller problem that is affecting the whole system. The plan is to go section by section. Probably won't be in that quick of fashion. They are going to try to isolate the problem. He did tell them that sometimes they work and sometimes they do not. The City Engineer was also at Mayors and Managers meeting recently. He is well aware. In fairness, they are still in winter mode with plows on trucks. Hopefully soon they will pull the plows and then it'll be about a 3 week period to go through the County. He is recently elected but was very receptive to the questions.

Fireworks on July 3. He will get letters out to businesses next Monday hopefully. He acknowledges Be Smoothie and Dino's for both being nominated for best of the Westside for best smoothie and best family dining. Should know next week where they finish up. Two great businesses that are doing well here.

Lastly, he passes along from the Recreation Director that Sunday April 13 egg hunt 8:30-12, tickets online, as well as breakfast with the Bunny.

COUNCIL DISCUSSION OF THE MAYOR'S REPORT

GENERAL COMMUNICATIONS & REPORTS – Directors & Officials

Service Director – Todd Shannon

Service Director Shannon says now that weather is breaking they are continuing to get things ready for summer events. Asphalt plants might be opening next week. Councilwoman Bisbee had asked about the crosswalk at Willowick Drive and they will be getting that going.

Mr. Malta says that he got a phone call the other day about Hillcrest and they said the plows had been leaving cold patch on the treelawns in big clumps.

Mr. Shannon says they will handle that.

Recreation Director – Julie Kless

City Engineer – Tim McLaughlin

City Engineer McLaughlin says E 305 Sewer project is still going. There was a delay on some lines but should be completed this Friday. Then manhole rehab. In other news, Euclid Ave. resurfacing is going to be an ODOT administered project that will have a scope meeting next Friday. Wickliffe is the lead sponsorship on that. Lastly, a follow up regarding Mayor's report on OPWC. The City has gotten a significant portion of the funding in the last 5 years. It's about ¼ of the funding. It is very important to continue that.

Finance Director – Cheryl Benedict

Finance Director Benedict says that last August, we assessed Shoregate Towers for the demo costs and fencing. We received \$72,000~ already and expect to receive the remainder.

Law Director – Mandy Gwartz

Law Director Gwartz has no report, but open for questions.

Police Chief – Rob Daubenmire

Police Chief Daubenmire says he submitted his report, and open for questions.

Fire Chief – Bill Malovrh

Fire Chief Malovrh has no report, but open for questions.

Chief Housing/Zoning Inspector – Sean Brennan

Chief Housing/Zoning Inspector Brennan has no report, but open for questions.

WARD MATTERS

PUBLIC PARTICIPATION

- a) Public statement (1 minute maximum)*
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Frank McCarty 467 E 328th Street, has a problem sidewalk at the entrance to his driveway. Before he commits financially, he wants to know from Council what it would cost to replace two concrete blocks, possibly a third. Is there anyone who can tell him what that will cost to replace?

Ms. Koudela says they do not know for sure, it would depend on which contractor they choose. She says contact Building and they can get him a list of contractors.

Sean says contractors come in to the office and put an estimate on their applications. He says blocks usually go anywhere between 500-600 per block depending on the thickness. Could be between 1200-1500 depending on who he uses.

Frank thanks Council for their help.

REPORTS OF STANDING COMMITTEES

Finance – Bisbee, Mohorcic, Antosh

Safety – Phares, Malta, McFarland

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

Streets, Sidewalks & Sewers – Mohorcic, Malta, Bisbee

Tax Compliance – Koudela, Antosh, McFarland

Moral Claims – Antosh, Phares, Koudela

Budget – Mohorcic, Koudela, Bisbee

LIAISON REPORTS

Planning – Phares/Alternate Antosh

Ms. Antosh says there is a couple who has applied to open a bike shop on Euclid Avenue.

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

INTRODUCTION & CONSIDERATION OF LEGISLATION

4. RESOLUTION NO. 2025 – 10

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO AXON ENTERPRISE IN THE AMOUNT OF \$23,386.00 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

MOTION: Ms. Antosh motions to suspend the rule requiring three readings. Mr. Malta second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

MOTION: Ms. Antosh motions to approve. Mr. Phares second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion passed. Legislation approved.

5. RESOLUTION NO. 2025 – 11

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO MORTON SALT IN THE AMOUNT OF \$3,465.28 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

MOTION: Ms. Antosh motions to suspend the rule requiring three readings. Mr. Phares second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

MOTION: Mr. Malta motions to approve. Ms. Antosh second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion passed. Legislation approved.

6. RESOLUTION NO. 2025 – 12

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO MORTON SALT IN THE AMOUNT OF \$4,748.80 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

MOTION: Mr. Malta motions to suspend the rule requiring three readings. Ms. Antosh second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

MOTION: Ms. Antosh motions to approve. Mr. Phares second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion passed. Legislation approved.

7. RESOLUTION NO. 2025 – 13

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO CITY OF EUCLID IN THE AMOUNT OF \$323,774.22 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

MOTION: Ms. Antosh motions to suspend the rule requiring three readings. Mr. Malta second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

MOTION: Ms. Antosh motions to approve. Mr. Phares second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion passed. Legislation approved.

8. RESOLUTION NO. 2025 – 14

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO LAKE COUNTY CAPTAINS IN THE AMOUNT OF \$6,000.00 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

MOTION: Ms. Antosh motions to suspend the rule requiring three readings. Mr. McFarland second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

MOTION: Ms. Antosh motions to approve. Mr. Phares second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion passed. Legislation approved.

9. RESOLUTION NO. 2025 – 15

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO NORSE TACTICAL LLC IN THE AMOUNT OF \$4,281.94 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

MOTION: Ms. Antosh motions to suspend the rule requiring three readings. Ms. Bisbee second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

MOTION: Ms. Antosh motions to approve. Ms. Bisbee second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion passed. Legislation approved.

10. RESOLUTION NO. 2025 - 16

A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM THE GENERAL FUND (101) TO THE POLICE PENSION FUND (801) AND DECLARING AN EMERGENCY.

MOTION: Ms. Antosh motions to suspend the rule requiring three readings. Mr. Phares second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

MOTION: Mr. Phares motions to approve. Ms. Antosh second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion passed. Legislation approved.

11. RESOLUTION NO. 2025 – 17

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO FLOCK SAFETY IN THE AMOUNT OF \$7,397.26 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

MOTION: Ms. Antosh motions to suspend the rule requiring three readings. Mr. Phares second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

MOTION: Ms. Antosh motions to approve. Mr. McFarland second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion passed. Legislation approved.

12. ORDINANCE NO. 2025- 18

AN ORDINANCE AMENDING CHAPTER 125 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, OHIO, TITLED “CONTRACTS;” SPECIFICALLY, AMENDING SECTION 125.02, TITLED “PROCEDURE FOR ADVERTISING AND AWARD; EXCEPTION” AND DECLARING AN EMERGENCY.

MOTION: Ms. Antosh motions to suspend the rule requiring three readings. Mr. Malta second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

MOTION: Ms. Antosh motions to approve. Mr. Phares second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion passed. Legislation approved.

13. Report and recommendation from the Planning Commission on Ordinance No. 2025-19 and 2025-20.

Ms. Antosh questions the \$500 application fee? Is it one time?

Mr. Brennan asks where that is on there?

Clarifies it is page 41.

He feels that there is a process for the background check from the Chief. The fee is for the background.

She says the licensing fee, is that yearly?

He says yes yearly.

Page 42B says that the administration renewal.

Mr. Brennan says that it does say except renewals.

Law Director Gwartz says that the \$500 fee goes to the applicant's security plan to the police department for review. That is a one-time fee. The license fee is yearly, the \$17,500. They would not have to pay the \$500 more than once. The idea behind the administrative renewal at the discretion of the zoning director is to expedite things if there were no problems. That is meant to cover the cost of background checks as well as the time needed to vet out the security plan.

14. ORDINANCE NO. 2025- 19

AN ORDINANCE ENACTING CHAPTER 786 OF THE CODIFIED ORDINANCES TITLED "MARIJUANA DISPENSARIES."

Mr. Phares says he will make a map showing the 500 ft. distances from the Churches.

This item was placed on First Reading.

15. ORDINANCE NO. 2025- 20

AN ORDINANCE AMENDING CHAPTER 1145 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, OHIO, TITLED "RETAIL DISTRICT;" SPECIFICALLY, AMENDING SECTION 1145.03, TITLED "USES."

This item was placed on First Reading.

MISCELLANEOUS

16. Motion authorizing an expenditure in the amount of \$288,000. to the Willoughby Eastlake School District for the Pupil Payment for Collection Years 2019 through 2024 per the Compensation Agreement for the Shoreland Crossings TIF.

Mr. Phares asks Cheryl to explain.

Cheryl says that there was a payment of \$1,000 per pupil. At the time she could not get a finalized count. This is for how many people from Shoreland crossings are in the school district in the second half of the year. She is happy to send out calculations to Council.

MOTION: Ms. Antosh motioned to approve the Motion. Mr. Bisbee second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion carried. Motion approved.

17. Motion to designate Administrative Assistant to the Mayor Molly Henderson to attend the Sunshine Law Certified Training on behalf of Mayor/Safety Director Michael J. Vanni; Council President Monica Koudela; Ward 1 Councilman Devon McFarland; Ward 1 Councilman Patrick Mohorcic; Ward 2 Councilwoman Natalie Antosh; Ward 2 Councilwoman Theresa Bisbee; Ward 3 Councilman Charlie Malta and Ward 3 Councilman David Phares.

MOTION: Ms. Antosh motioned to approve the Motion. Mr. Malta second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion carried. Motion approved.

18. Motion authorizing the purchase of turnout gear and glove straps for the Fire Department from Johnson's Fire Equipment Company in the amount of \$39,999.96.

MOTION: Mr. Malta motioned to approve the Motion. Ms. Antosh second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion carried. Motion approved.

19. Motion to approve a purchase order in the amount of \$19,550 from RJK Roofing Solutions to make repairs to the roof at the City Hall complex.

MOTION: Ms. Antosh motioned to approve the Motion. Mr. Malta second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion carried. Motion approved.

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)

Jean Bowen, 472 E 319th Street, why are we giving Euclid over \$300,000?

Ms. Koudela says that is the payment for the sewer bills.

Cheryl says that is one month.

Mr. Phares says 70 million gallons.

No one else wishes to speak.

Mr. Malta says last night was the 36th annual Broadmoor game. The Mayor was there and Mr. Malta appreciates him coming. It means a lot to them. There were other Mayors and Commissioners and it was a great event. It is only one hour from 7-8. He thanks Mayor Vanni again.

Mayor Vanni says it is very inspirational.

EXECUTIVE SESSION

20. To discuss compensation, sick and vacation benefits of a Public Employee.

Ms. Koudela calls for a Motion to adjourn into Executive Session.

MOTION: Ms. Antosh motioned to adjourn into Executive Session. Mr. Malta second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion carried. Adjourned into Executive Session at 7:14 p.m.

CLOSE EXECUTIVE SESSION

Ms. Koudela calls for a Motion to return from Executive Session.

MOTION: Mr. Malta motioned to return from Executive Session. Ms. Antosh second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion carried. Returned from Executive Session at 8:14 p.m.

ADJOURNMENT

Ms. Koudela calls for a Motion to Adjourn the Meeting.

MOTION: Ms. Antosh motioned to Adjourn the Meeting. Mr. Malta second.

ROLL CALL: Mr. Mohorcic, yea. Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, yea. Ms. Antosh, yea.

Motion carried. Meeting Adjourned at approximately 8:15 p.m.

Clerk of Council

Council President

Date

ADMINISTRATIVE APPEAL ORDER NO. 2025-6

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW A LOT SPLIT
THAT DOES NOT COMPLY WITH THE PURPOSE AND INTENT OF CHAPTER 1139.01
OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK IN BOARD OF
ZONING APPEALS

CASE 25-4
VICTORIA ZAJDOWICZ
168 E. 317 ST.

WHEREAS, at its meeting of April 9, 2025, the Board of Zoning Appeals, in Case No. 25-4, heard the appeal of Victoria A. Zajdowicz for the requested variance and has recommended to Council that the variance to Section 1139.01 of the Codified Ordinances of the City of Willowick be denied; and

WHEREAS, upon review of the record presented to the BZA and consideration of the Applicant's request, the Council finds and determines that said variance and exception be _____.

NOW, THEREFORE BE IT ORDERED, BY THE COUNCIL OF THE CITY OF WILLOWICK, STATE OF OHIO:

SECTION 1. That the Applicant's variance to Section 1139.01 of the Codified Ordinances is hereby _____.

SECTION 2. This order shall take effect and be in force from and after its passage.

PASSED: _____ 2025 _____
President of Council

ATTEST: _____
Clerk of Council

ADMINISTRATIVE APPEAL ORDER NO. 2025-7

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW A LOT SPLIT
THAT DOES NOT COMPLY WITH THE PURPOSE AND INTENT OF CHAPTER 1139.03
OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK IN BOARD OF
ZONING APPEALS

CASE 25-4
VICTORIA ZAJDOWICZ
168 E. 317 ST.

WHEREAS, at its meeting of April 9, 2025, the Board of Zoning Appeals, in Case No. 25-4, heard the appeal of Victoria A. Zajdowicz for the requested variance and has recommended to Council that the variance to Section 1139.03 of the Codified Ordinances of the City of Willowick be denied; and

WHEREAS, upon review of the record presented to the BZA and consideration of the Applicant's request, the Council finds and determines that said variance and exception be _____.

NOW, THEREFORE BE IT ORDERED, BY THE COUNCIL OF THE CITY OF WILLOWICK, STATE OF OHIO:

SECTION 1. That the Applicant's variance to Section 1139.03 of the Codified Ordinances is hereby _____.

SECTION 2. This order shall take effect and be in force from and after its passage.

PASSED: _____ 2025 _____
President of Council

ATTEST: _____
Clerk of Council

ORDINANCE NO. 2025- 19

AN ORDINANCE ENACTING CHAPTER 786 OF THE CODIFIED ORDINANCES TITLED “MARIJUANA DISPENSARIES.”

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WILLOWICK, COUNTY OF LAKE, STATE OF OHIO:

Section 1. Chapter 786 of the Codified Ordinances of the City of Willowick, entitled “Marijuana Dispensaries” is hereby established to read and provide as follows:

CHAPTER 786
Marijuana Dispensaries

786.01 PURPOSE.

It is the purpose of this chapter to regulate marijuana dispensaries in order to promote the health, safety, morals, and general welfare of the citizens of the City and to establish reasonable and uniform regulations to prevent the deleterious location, operation and concentration of marijuana dispensaries within the City.

786.02 DEFINITIONS.

For purposes of this chapter,

- (a) "Marijuana" shall have the same meaning as in R.C. § 3719.01.
- (b) " School," "church," "public library," "public playground," and "public park" shall have the same meanings as is R.C. § 3796.30.
- (c) "Marijuana dispensary" means an entity licensed pursuant to R.C. §§ 3796.10 and/or 3780.17 and any rules promulgated thereunder to sell adult use and/or medical marijuana as authorized.
- (d) "Operate" means to control or hold primary responsibility for the operation of a marijuana dispensary, either as a business entity, as an individual, or as part of a group of individuals with shared responsibility. "Operate" or "cause to be operated" shall mean to cause to function or to put or keep in operation. Operator means any persons on the premises of a marijuana dispensary who is authorized to exercise overall operational control or hold primary responsibility for the operation of a marijuana dispensary or who causes to function or who puts or keeps in operation the business. A person may be found to be in operation or causing to be operated a marijuana dispensary whether or not that person is an owner, or part owner of the business.
- (e) " Person" means an individual, proprietorship, partnership, firm, association, joint stock company, corporation or combination of individuals of whatever form or character.
- (f) "Director" shall mean the Chief Zoning Inspector.

786.03 LOCATION OF MARIJUANA DISPENSARIES.

(a) Marijuana dispensaries may be located only in a Retail and Industrial Business District as a permitted use pursuant to Chapter 1145 and in accordance with the restrictions contained in this chapter.

(b) No marijuana dispensaries may be established or operated within 500 feet of a school, church, public library, public playground, or public park in the City.

(c) No marijuana dispensary may be established, operated or enlarged within one mile of another marijuana dispensary within city limits.

(d) For the purpose of subsections (b) and (c) of this section, measurement shall be made from the nearest portion of the building or structure used as the part of the premises where a marijuana dispensary is conducted, to the nearest property line of the premises of a marijuana dispensary or a school, church, public library, public playground, or public park.

786.04 DESIGN GUIDELINES FOR MARIJUANA DISPENSARIES.

(a) Parking for a marijuana dispensary shall be configured so as to prevent vehicular headlights from shining into adjacent residentially zoned and/or used property. Parking areas configured such that vehicular headlights are directed toward public rights-of-way across from residentially zoned and/or used property shall provide continuous screening and shall conform to the design requirements set forth in Chapter 1145.08. Landscaping and screening shall be continuously maintained and promptly restored, if necessary, pursuant to Chapter 1332.01

(b) Ingress and egress drives and primary circulation lanes shall be located away from residential areas where practical to minimize vehicular traffic and noise which may become a nuisance to adjacent residential areas.

(c) All building entrances intended to be utilized by patrons shall be located on the side(s) of the building which does not abut residentially zoned and/or used property, whenever possible, to minimize the potential for patrons to congregate and create noise which may become a nuisance to adjacent residential areas.

(d) All exterior site and building lighting, which shall be provided, must be approved by the Planning Review Board pursuant to Chapter 177, and such design shall minimize the intrusive effect of glare and illumination upon any abutting areas, especially residential.

(e) Any marijuana dispensary adjacent to a residential district and/or use shall contain a minimum six-foot-high solid fence along such abutting property lines and be approved by the Zoning Department pursuant to Chapter 1165.

(f) Rules, regulations and local permitting requirements imposed on a marijuana dispensary by the City shall be interpreted in all instances to conform to the state licensing requirements for dispensaries, but in the event the City's rules, regulations and permitting requirements impose a greater obligation on a marijuana dispensary than the state licensing requirements, the local provisions shall be enforced.

(g) Applicants must meet any additional criteria and fulfill any additional requirements associated with obtaining a license and/or permit in the City. The City shall review all qualifying applications at a reasonable pace and level of review equivalent to other land use projects requiring a license and/or a permit.

786.05 OFF-STREET PARKING.

Off-street parking for a marijuana dispensary shall be provided, pursuant to Chapter 1145, except that the Commission may require an off-street parking plan.

786.06 SIGN REGULATIONS FOR MARIJUANA DISPENSARIES.

(a) All signs for a marijuana dispensary shall be wall signs or window signs as defined in Chapter 1349 and shall be constructed and located in conformance with all applicable provisions of Chapter 1349.

(b) All signs for a marijuana dispensary shall be maintained in accordance with Chapter 1349 and may be ordered to be removed in accordance with the provisions of that section.

(c) No merchandise or pictures of the products on the premises of a marijuana dispensary shall be displayed on signs, in window areas or any area where they can be viewed from the sidewalk or street in front of the building. No sign shall bear any image depicting or describing a marijuana leaf or the combustion of plant material, whether by means of display, decoration, sign, window or any other means.

(d) A one-square-foot sign shall be placed on the door to state hours of operation.

786.07 SECURITY PLAN.

(a) Each application for use under this chapter shall be submitted along with a security plan for review and approval by the Chief of Police. The security plan shall be on a form or in a manner prescribed by the Chief and shall include, at a minimum:

(1) A lighting plan that identifies how the interior, facade, adjoining sidewalks, parking areas and immediate surrounding areas of the dispensary will be illuminated and how the lighting will deflect light away from adjacent properties; and

(2) Identification of operable cameras, alarms, security guards and other security measures to be present on the premises whether during or outside business hours.

(b) The security plan should address the applicants' use of off-street parking and proposed use of armed security guards, video surveillance and door, building and parking lot security as appropriate. The applicant shall supply all additional information requested by the Chief necessary for the Chief to evaluate the security plan.

(c) The security plan shall not be submitted to the Planning Commission nor become part of the public record.

786.08 LICENSE PROCEDURES AND FEES.

(a) Applicants desiring to operate a Marijuana Dispensary shall make an application upon a form provided by the Mayor or designee.

(b) All applications, including renewals, shall include a security plan and site plan, subject to approval by the Chief of Police. Said security plan shall be in a form proscribed by the Chief of Police. Applicant shall supply any and all additional information requested by the Chief of Police to evaluate said security plan. All applicants, except renewals, shall include a non-refundable application fee of five hundred dollars (\$500.00).

(c) Upon approval by the Mayor or designee, Applicant shall pay a license fee based on the following schedule of categories and amounts per calendar year or fraction thereof:

(1) Adult use marijuana business licenses: seventeen thousand and five hundred dollars (\$17,500.00).

(d) Each License shall be an annual license, which covers the period of the issuance until December 31.

(e) A renewal application shall be submitted on or before October 1 of each year upon a renewal form provided by the Mayor or designee to be processed prior to December 31.

(f) Any Marijuana Entity that fails to timely obtain a renewal of License shall not operate after the License expires on December 31.

786.09 RESPONSIBILITIES OF THE LICENSEE.

(a) Each License shall be displayed permanently in a conspicuous place on the premise of the Marijuana Entity for which it is issued.

(b) Each License shall be only assignable or transferable, as to person or location, upon written consent of the Mayor or designee.

(c) Licensee shall immediately notify the Mayor or designee of any material change to information provided in the application including, but not limited to, changes to the security plan.

(d) If, at any time, the Marijuana Entity or its owner or principal is subject to any enforcement action by the State of Ohio, the Marijuana Entity shall immediately notify the Mayor or designee and shall provide any relevant information or documentation requested by the Mayor or designee.

(e) If, at any time, the Marijuana Entity or its employee has a reasonable belief that an actual loss, theft, or diversion of marijuana or currency over one hundred dollars (\$100.00) has occurred, the Marijuana Entity shall immediately notify the Willowick Police Department, and such notification shall be provided no later than twenty-four (24) hours after discovery of the loss, theft, or diversion.

786.10 HEARING; RENEWAL; REVOCATION.

(a) Notwithstanding anything in this chapter or section to the contrary, any license application for a marijuana dispensary shall be heard by the Plan Review Board and, if approved, shall expire 12 months from the date of issuance. Subsequent renewal of the license may be made administratively by the Chief Zoning Inspector if no significant modifications to the conditions of the license have been proposed and no violations have been determined. Violations may include, for example, legitimate loitering complaints, excessive police calls to the immediate vicinity, noise complaints, non-compliance with the terms of the license, or non-compliance with other applicable

state or local regulation. The marijuana dispensary shall have a reasonable opportunity and time to cure the complaint or possible non-compliance as defined in this section before being subject to revocation or suspension.

(b) Determination of administrative renewal is at the discretion of the Chief Zoning Inspector. Renewal applications must be submitted in writing at least 30 days prior to expiration of permit.

(c) Notwithstanding anything in this chapter or section to the contrary, any license granted for a marijuana dispensary may be revoked by the City after referral to the Planning Review Board by the Director and after a public hearing on whether violations have occurred or the spirit and intent of the license has not been met. Notice of such hearing shall be sent to the marijuana dispensary at least 14 days prior to the hearing.

786.99 PENALTY.

Unless otherwise provided herein, whoever violates any of the provisions of this chapter is guilty of a misdemeanor of the first degree and shall be fined not more than one thousand dollars (\$1,000) or imprisoned for not more than six months, or both. A separate offense shall be deemed to have been committed each day during or on which a violation occurs or continues.

Section 2. All formal actions of this Council concerning the passage of this Ordinance were adopted in an open meeting, and that all deliberations of this Council, or any of its Committees, which resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Chapter 107 of the Codified Ordinances and Section 121.22 of the Ohio Revised Code.

Adopted by Council _____, 2025

Monica Koudela, Council President

Submitted to the Mayor: _____, 2025

Approved by the Mayor: _____, 2025

Michael Vanni, Mayor

ATTEST: _____
Alyssa Moran, Clerk of Council

TO: Members of Council

FROM: Mark Carden Chairman
Planning Commission

DATE: March 13th, 2025

RE: Planning Commission Motion from the
Planning Commission Meeting of March 10th 2025

Please be advised that at the above-mentioned meeting of the Planning Commission, a motion was made regarding the review and recommendation for the approval of Chapter 786 Marijuana Dispensaries & Amendment to Chapter 1145.03 Uses

The motion is as follows:

Motion made to recommend the approval (with revisions) of Chapter 786 Marijuana Dispensaries & Amendment to Chapter 1145.03 Uses to City Council by Mr. Fortney, Seconded by Ms. Monaco.

Voting Yea: Chairman Carden, Mr. Hren, Mr. Foisel, Mr. Fortney, Mr. Tomas, Ms. Monaco, Mr. Downing

If you have any questions, please call.

Sincerely,
Mark Carden Chairman
Planning Commission

MC/hkb

cc: Mayor Vanni
Planning Commission Members
Law Director Gwartz
Council Clerk Moran



City of Willowick
PLANNING COMMISSION - DRAFT

Monday, March 10, 2025 at 7:00 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.

MINUTES

Call meeting to order

Chairman Carden called the March 10th, 2025, Planning Commission meeting to order at 7:00pm.

Pledge of Allegiance to the Flag

Roll Call

PRESENT

Chairman Carden
 Mr. Hren (arrived late)
 Mr. Foisel
 Mr. Fortney
 Mr. Tomas
 Ms. Monaco
 Mr. Downing

ALSO PRESENT

Chief Building and Zoning Inspector Brennan
 Councilman Phares

Approval of Minutes

Planning Commission Minutes - February 10th, 2025

Chairman Carden advised that there are two areas in the Planning Commission minutes that a title needs to be changed for Chief Brennan.

Motion made to approve the February 10th, 2025, Planning Commission meeting minutes with revisions by Mr. Foisel, Seconded by Mr. Fortney.

Voting Yea: Chairman Carden, Mr. Foisel, Mr. Fortney, Mr. Tomas, Ms. Monaco, Mr. Downing

The February 10th, 2025, Planning Commission minutes have been corrected.

Development & Plan Review Committee

None.

Rules Committee

None.

City Engineer's Report – Mr. McLaughlin

None.

Law Director's Report – Ms. Gwirtz

None.

Architectural Review Board

None.

Community Reinvestment Area – Mr. Carden

None.

Public Hearings

None.

Public Portion

Public portion was open and closed at 7:06pm with no public present.

Remarks – Old BusinessChapter 786 Marijuana Dispensaries & Amendment to Chapter 1145.03 Uses

This item was moved to be discussed following St. Mary Magdalene (SMM) Church - 33rd Annual Homecoming Festival - Located at 32114 Vine Street and Candy Shop Nails LLC - Located at 30825 Euclid Ave Unit 2

At this time Mr. Hren arrived.

Chairman Carden stated that he may have missed where limiting to one marijuana dispensary in the city was in the ordinance but he does not see it, Chief Brennan advised that it is under the zoning portion. Chief Brennan also stated that under Chapter 786.08(b) the numerical value is not the same as the written value as well as 786.08 (c)(1). Those were typos and will be corrected based on what the board establishes fees to be. Chairman Carden stated that in previous board discussions he believes that the fee the board established was \$17,500.00. Mr. Fortney asked what the fees of \$250.00 or \$500.00 is for, Chief Brennan stated that is an application fee. There was some discussion between the board members regarding the fees and other cities fees, it was determined our fee would be \$17,500.00. Mr. Downing brought up a couple of questions, the first being under 786.08 and 786.09 it refers to marijuana entity where other areas say marijuana dispensary. Since marijuana dispensary is defined under 786.02 (c) and marijuana entity is not, all areas where "entity" is used will be changed to dispensary. Mr. Downing asked of Chief Brennan in section 786.03(c) it states within one mile of another dispensary and 1145.03 uses (11) (2) states within 2000 feet of the boundary, there was some discussion, and it was determined that they are both supposed to read "one mile" the revision will be made. There was also some discussion regarding the location of the dispensary in Wickliffe and Wickliffe's ordinance, the board determined to add "within city limits" to both of those areas for clarification as these ordinances only pertain to Willowick and do not factor in other locations with regards to boundaries for other cities. Mr. Downing asked why have that section in there limiting it to one mile if we are only allowing one in the city, Chief Brennan advised this is in the ordinance because in the future if the board decides to allow more than one in the city, we would have this in place. Mr. Downing brought up (Ms. Monaco questioned the same) 1145.03 (AA) where it states non-prescription drugs sold at retail subject to the following, asking what that business looks like, Chief Brennan stated that would be a discussion for the

Law Director however after some discussion it was determined to strike that whole area. Councilman Phares asked for clarification regarding what the renewal fee is going to be, Chairman Carden stated \$500.00. It was asked if drive-throughs would be allowed and yes, they are allowed.

Motion made to recommend the approval (with revisions) of Chapter 786 Marijuana Dispensaries & Amendment to Chapter 1145.03 Uses to City Council by Mr. Fortney, Seconded by Ms. Monaco. Voting Yea: Chairman Carden, Mr. Hren, Mr. Foisel, Mr. Fortney, Mr. Tomas, Ms. Monaco, Mr. Downing

Remarks – New Business

St. Mary Magdalene (SMM) Church - 33rd Annual Homecoming Festival - Located at 32114 Vine Street

Rosemarie Sisler was present representing St. Mary Magdalene (SMM) Church - 33rd Annual Homecoming Festival - Located at 32114 Vine Street. Ms. Sisler advised that she has provided all required documentation for review. She stated that this year Bates will be returning to the fair, bringing kiddie rides for children under 12 years old. Mr. Foisel asked how the 12 years old and under would be enforced, Ms. Sisler referred to these rides as similar to the Memphis kiddie park with regards to size where older children will not be able to ride. There will be no large rides for older children. Chairman Carden stated that last year the festival ran smoothly and great with regards to safety. Chairman Carden recapped from previous years the discussion regarding enhanced security and taking out the rides, now that small rides are being brought back, what are the additional security measures and how will it be enforced. Ms. Sisler advised that they have rented 4' steel fencing to go around the perimeter of the fair, similar to the fencing you would see for crowd control at a concert. She stated that they will also be doing wrist bands, similar to what the Kirtland Strawberry Festival did, everyone will be wearing them, if you are over the age of 21 you will have one color and if you are under 21 you will have another color. If you are under the age of 21, they will have to come with someone over the age of 18, ID's will be checked. There will be two entrances with check points manned by police and then once they go through there, they will be greeted by two St. Mary Magdalene volunteers, one that will be checking ID's for anyone that looks close to or under 18 and one that will provide the applicable wrist band based on age. She stated that there has been a lot of research that has gone into this to help ensure safety and prevention of any situations that may arise. They are really trying to make this a safe family friendly atmosphere. Chairman Carden asked, since they are doing it this way does it still allow for no admission fees, Ms. Sisler stated that is correct. Mr. Downing asked if other festivals are doing the same or similar procedures, Ms. Sisler stated that there are only two festivals where you will not see similar procedures in place, any other church festival that attended SMM meeting (about 8 different festivals) will be following similar procedures. Mr. Downing advised that he appreciates the work that is going into the festival to make sure it is a safe environment. Chairman Carden asked about the entrances from years past and he couldn't recall if there was fencing. Ms. Sisler advised that years past there was not fencing, and people could enter at any area, which will now be changed this year to include fencing and 2 entrances and an emergency entrance/exit. Chairman Carden asked about lines waiting to get in since there will only be two entrances, she advised that there may be a possibility for a third entrance to help with long lines, SMM has been working closely with Lieutenant Lawrence, they have run all ideas through him. The emergency entrance/exit could possibly be used if there is a need. Ms. Sisler stated that there may be long lines however they are doing everything they can to get ahead of that, this is trial and error. They are asking their volunteers to come in earlier (they will get their wristbands ahead of time) and they are giving parishioners the opportunity to get theirs ahead of time too. They also plan to get the information out to people, she has spoken with Mayor Vanni and the Police Department who will

be putting the information on the website, it will be in all other parish bulletins, they are going to advertise it everywhere they can advertise so that people are aware and prepared. She also advised that the wrist band colors will change every day. She stated that they have tried to think about everything they can. She advised the board that daily they will be ending an hour earlier than years past, not due to thinking problems may happen but because vendors have indicated that the last hour is not very profitable or busy. Chairman Carden asked if they are still waiting on permits for electrical, police, etc. Ms. Sisler advised that the electrician is working on the electrical permits, the liquor permit ready to be submitted and they have the police permit in. Mr. Tomas asked how many volunteers they have, Ms. Sisler stated 350/450 volunteers. There was some discussion regarding volunteers, their responsibilities and as well as another church in our area. In addition to the kiddie rides, Bates will be bringing some concessions as well as games.

Motion made to recommend the approval of St. Mary Magdalene (SMM) Church - 33rd Annual Homecoming Festival - Located at 32114 Vine Street to City Council by Mr. Foisel, Seconded by Mr. Tomas.

Voting Yea: Chairman Carden, Mr. Foisel, Mr. Fortney, Mr. Tomas, Ms. Monaco, Mr. Downing

Candy Shop Nails LLC - Located at 30825 Euclid Ave Unit 2

Chief Brennan advised that this item is coming to Planning Commission because it is a service-based business. Alfonzo Hawthorne was present representing Candy Shop Nails LLC - Located at 30825 Euclid Ave Unit 2. Mr. Hawthorne advised that he is looking to open a nail salon in the City of Willowick. He stated that he will have two nail techs at this establishment, he is looking to relocate to Willowick after 15 years in Euclid. The relocation is for a bigger space and more clients. It was asked to Chief Brennan what this location was previously, Chief Brennan stated it was a yoga studio, located in the plaza by Kate's Bar and the convenience store. Chairman Carden asked if there will be a lot of work needing to be done at this location, Mr. Hawthorne advised that other than running a few water lines and cosmetic updates the location does not need much work. Chairman Carden asked when ideally, he is looking to open, Mr. Hawthorne stated June or July of this year.

Motion made to recommend the approval of Candy Shop Nails LLC - Located at 30825 Euclid Ave Unit 2 to City Council by Mr. Foisel, Seconded by Ms. Monaco.

Voting Yea: Chairman Carden, Mr. Foisel, Mr. Fortney, Mr. Tomas, Ms. Monaco, Mr. Downing

Adjournment

Motion made to adjourn the March 10th, 2025, Planning Commission meeting at 7:26pm by Mr. Foisel, Seconded by Ms. Monaco.

Voting Yea: Chairman Carden, Mr. Hren, Mr. Foisel, Mr. Fortney, Mr. Tomas, Ms. Monaco, Mr. Downing

ORDINANCE NO. 2025- 20

AN ORDINANCE AMENDING CHAPTER 1145 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, OHIO, TITLED “RETAIL DISTRICT;” SPECIFICALLY, AMENDING SECTION 1145.03, TITLED “USES.”

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WILLOWICK, COUNTY OF LAKE, STATE OF OHIO:

Section 1. Chapter 1145 of the Codified Ordinances of the City of Willowick, Ohio titled “RETAIL DISTRICT,” specifically, Section 1145.03 “USES” is hereby amended to read and provide as follows:

The Retail District shall have the following main uses, accessory uses, and prohibited uses:

(a) Main Uses Permitted.

- (1) Retail establishments.
- (2) Offices. Professional, administrative, medical, public, semi-public and civil offices and other civil establishments.
- (3) Professional business and service establishments. Professional, craftsman, artisan business uses and personal services when recommended by the Planning Commission and approved by City Council.
- (4) Dining facilities, full service and drive through restaurants, ice cream parlors, pizza or other specialty food establishments.
- (5) Grocery stores.
- (6) School facilities.
- (7) Health club facilities.
- (8) Motor vehicle fueling stations.
- (9) Maximum of four entertainment device arcade(s) per three square mile(s).
- (10) Mechanical amusement devices and game rooms.
- (11) **Marijuana dispensaries, subject to all the following:**
 1. No more than a total of one (1) marijuana dispensaries shall be located in the City, regardless of the use district(s) in which they are located.
 2. No marijuana dispensary shall be located within one mile of the boundaries of a parcel of real estate having situated on it another marijuana dispensary within city limits.
 3. No marijuana dispensary shall be granted a Zoning Certificate without demonstrated compliance with the separation requirements contained in Sections 3796.30 and/or 3780.07 of the Ohio Revised Code, as applicable.

(b) Accessory Uses Permitted.

(1) Parking areas for the use of customers of the establishments permitted in Section [1145.03\(a\)](#).

(2) Building service facilities:

A. Facilities for the disposal of garbage and rubbish complying with the provisions of the Building Code.

B. Facilities shall be provided within an enclosed service area, separate from any pedestrian or vehicular traffic, for any accessory service needs to any retail establishment.

(c) Prohibited Uses.

(1) Retail establishments not conducive to those uses permitted in Section [1145.03\(a\)](#).

(2) Abortion clinics.

(3) Motels, hotels, or mobile home parks.

(4) Adult oriented material businesses.

(5) Sale of motor vehicles.

Section 2. The existing Section 1145.03 of the City's Codified Ordinances are hereby repealed in that said Section and is suspended by this legislation.

Section 3. All formal actions of this Council concerning the passage of this Ordinance were adopted in an open meeting, and that all deliberations of this Council, or any of its Committees, which resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Chapter 107 of the Codified Ordinances and Section 121.22 of the Ohio Revised Code.

WHEREFORE, this Ordinance shall be in full force and effect immediately upon its passage by Council and approval by the Mayor.

Adopted by Council _____, 2025

Monica Koudela, Council President

Submitted to the Mayor: _____, 2025

Approved by the Mayor: _____, 2025

Michael Vanni, Mayor

ATTEST: _____
Alyssa Moran, Clerk of Council

RESOLUTION NO. 2025-18

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF WILLOWICK TO PREPARE AND SUBMIT ANY AND ALL APPLICATIONS TO PARTICIPATE IN THE COMPETITIVE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR FISCAL YEAR 2025, AND TO EXECUTE CONTRACTS AS REQUIRED FOR THE PROGRAM, AND DECLARING AN EMERGENCY.

Whereas, the Community Development Block Grant (CDBG) Program is a flexible program that provides communities with resources to address a wide range of unique community development needs; and

Whereas, the Lake County Commissioners, as funding permits, allocates CDBG funds pursuant to an application process from communities within Lake County; and

Whereas, the Council agrees that it is in the best interests of the City and its residents to authorize the Mayor to make application to the Lake County Commissioners and request CDBG funds to the following proposed projects: ADA improvements at the Fire Station and improved street signage.

Now therefore, be it resolved by the City Council of the City of Willowick, Ohio, as follows:

Section 1. The City of Willowick hereby authorizes the Mayor to make any applications necessary to the Lake County Commissioners to request funds from the CDBG program for the following proposed projects: ADA improvements at the Fire Station and improved street signage.

Section 2. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were conducted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in meetings open to the public in compliance with all legal requirements including Chapter 123 of the Codified Ordinances of the City of Willowick.

Section 3. This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick and further provides for the usual and necessary daily operation of the Lakefront Park; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: _____, 2025

Monica Koudela, President of Council

SUBMITTED to the Mayor for his
approval on _____, 2025

APPROVED by the Mayor on
_____, 2025

ATTEST:

Alyssa Moran, Clerk of Council

Michael J. Vanni, Mayor

RESOLUTION NO. 2025-19**A RESOLUTION AUTHORIZING THE CITY OF WILLOWICK TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION CONTRACT (2025) FOR THE PURCHASE OF ROAD SALT, AND DECLARING AN EMERGENCY**

WHEREAS, the City of Willowick, Lake County, Ohio (hereinafter referred to as the “Political Subdivision”) hereby submits this written agreement to participate in the Ohio Department of Transportation’s (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT’s signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees that each party hereto shall be responsible for liability associated with that party’s own errors, actions, and failures to act.
- d. The Political Subdivision’s electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically **submitted** salt quantities from its awarded salt supplier during the contract’s effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, May 2, **by 5:00 p.m.** The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision’s participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision’s

participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

Section 2. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were conducted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in meetings open to the public in compliance with all legal requirements including Chapter 123 of the Codified Ordinances of the City of Willowick.

Section 3. This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick and further provides for the usual and necessary daily operation of the Lakefront Park; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: _____, 2025

Monica Koudela, President of Council

SUBMITTED to the Mayor for his
approval on _____, 2025

APPROVED by the Mayor on
_____, 2025

ATTEST:

Alyssa Moran, Clerk of Council

Michael J. Vanni, Mayor

RESOLUTION NO. 2025 – 20**A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO
TELECOMMUNICATIONS DEPARTMENT IN THE AMOUNT OF \$4,525.45 FOR THE CITY OF WILLOWICK,
AND DECLARING AN EMERGENCY**

WHEREAS, Ohio Revised Code 5705.41(D)(1) provides that if prior certification of funds by the Fiscal Officer was not obtained before the contract or order involving the expenditure of money was made, then the Fiscal Officer may instead certify; and

WHEREAS, that there was at the time of the making of such contract or order and at the time of the execution of such certificate, a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund, free from any previous encumbrances; and

WHEREAS, the Fiscal Officer is accordingly certifying that there were appropriations available and funds in the treasury or in the process of collection at the time the contract or order was made (then), and there are still sufficient appropriations and funds in the treasury or in the process of collection at the time the certificate is being issued (now); and

WHEREAS, the amount of the certificate exceeds \$3,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Willowick, County of Lake, and State of Ohio that:

Section 1. It is hereby certified that both at the time of the making of the attached contract(s) or order(s) and at the date of execution of this certificate, the amount of funds required to pay this contract(s) or order(s) has been appropriated for the purpose of this contract or order, attached hereto, and is in the treasurer or in the process of collection to the credit of the fund free from any previous encumbrances.

Section 2. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were conducted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in meetings open to the public in compliance with all legal requirements including Chapter 123 of the Codified Ordinances of the City of Willowick.

Section 3. This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick; and so that the certificate meets the timeliness requirement of the Ohio State Auditor; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: _____, 2025

SUBMITTED to the Mayor for his approval
on _____, 2025

ATTEST:

Clerk of Council

Council President

APPROVED by the Mayor on
_____, 2025

Michael J. Vanni, Mayor

RESOLUTION NO. 2025-21**A RESOLUTION SETTING FORTH NO OBJECTION TO THE SUBMERGED LAND LEASE AND PROPOSED SHORE STRUCTURE APPLICATION FOR A REAL PROPERTY LOCATED AT 31731 LAKESHORE BOULEVARD, WILLOWICK, OHIO, OWNED BY JESSICA W. MADDEN, AND DECLARING AN EMERGENCY**

WHEREAS, the owner of real property located at 31731 Lakeshore Boulevard, Willowick, Ohio, Lake County Parcel No. 28A-044D-00-002-0, has filed an application with the Ohio Department of Natural Resources (ODNR) for a Submerged Lands Lease and Shore Structure Permit; and

WHEREAS, the law requires that before a Submerged Lands Lease and Shore Structure Permit can be issued, the City has to pass a Resolution finding that the occupied submerged lands are not necessary or required for the construction, maintenance, or operation by the City of Willowick breakwaters, piers, docks, wharves, bulkheads, connecting ways, water terminal facilities and improvements and marginal highways in aid of navigation and water commerce and that the land uses specified in the application comply with the regulation of permissible land use under the waterfront plan of the City, and;

WHEREAS, the City does not have a use for the above-described land and the City has no objection to ODNR issuing the permit that is described above.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILLOWICK, COUNTY OF LAKE, AND STATE OF OHIO:

Section 1. That the City finds that the occupied submerged lands that are described above are not necessary for the construction, maintenance, or operation by the City of Willowick breakwaters, piers, docks, wharves, bulkheads, connecting ways, water terminal facilities and improvements and marginal highways in aid of navigation and water commerce and that the land uses specified in the application comply with the regulation of permissible land use under the waterfront plan of the City.

Section 2. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were conducted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in meetings open to the public in compliance with all legal requirements including Chapter 123 of the Codified Ordinances of the City of Willowick.

Section 3. This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick and further provides for the usual and necessary daily operation of the Lakefront Park; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: _____, 2025

SUBMITTED to the Mayor for his
approval on _____, 2025

ATTEST:

Alyssa Moran, Clerk of Council

Monica Koudela, President of
Council

APPROVED by the Mayor on
_____, 2025

Michael J. Vanni, Mayor



LDC, Inc. dba Land Design Consultants
 9025 Osborne Drive, Mentor, OH 44060
 (440) 255-8463 (440) 951-5263

**FEBRUARY 12, 2025
 LEGAL DESCRIPTION
 SUBMERGED LAND LEASE
 FOR PPN: 28A-044D-00-002-0**

Situated in the City of Willowick, County of Lake and State of Ohio, known as being part of Original Willoughby Township Lot No.3, Tract 16;

Beginning at a ½ inch iron pipe found in the Northwesternly sideline of Lakeshore Boulevard (60 feet wide) at the Easterly corner of the Newport Beach Subdivision as shown by plat recorded in Volume D, Page 25A of Lake County Plat Records, with coordinates of N: 722704.20, E: 2250517.47;

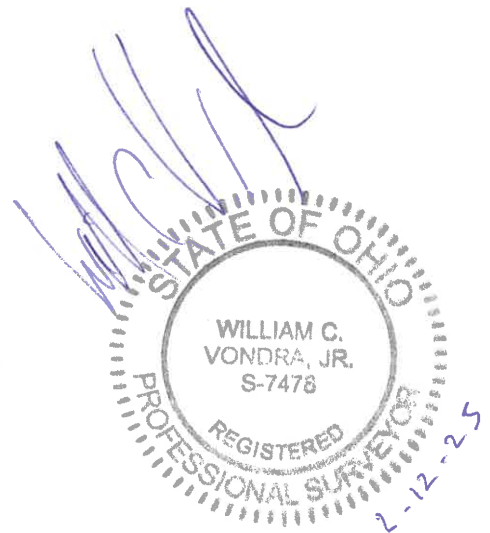
Thence North 74°57'46" West, along the Northeast line of said Newport Beach Subdivision and the Northeast line of land conveyed to Victoria A. Zajdowicz in Lake County Document No. 2017R025446 (PPN: 28A-044D-00-002-0), 552.57 feet to the Natural shoreline of Lake Erie in 2017;

Thence North 56°58'44" East, 7.45 feet to THE PRINCIPAL PLACE OF BEGINNING;

COURSE I	Thence North 04°05'34" West, 4.78 feet to a point;
COURSE II	Thence North 40°42'37" East, 22.30 feet to a point;
COURSE III	Thence North 46°23'11" East, 19.81 feet to a point;
COURSE IV	Thence North 65°58'21" East, 16.20 feet to a point;

FEBRUARY 12, 2025
 LEGAL DESCRIPTION
SUBMERGED LAND LEASE
FOR PPN: 28A-044D-00-002-0
 Page 2

COURSE V	Thence South 44°18'59" East, 13.23 feet to a point in the Southwesterly line of land conveyed to NEO Vistas, LLC in Lake County Document No. 2017R017247 (PPN: 28A-044D-00-004-0);
COURSE VI	Thence South 49°58'49" West, 18.73 feet to a point;
COURSE VII	Thence South 54°57'07" West, 31.42 feet to a point;
COURSE VIII	Thence South 61°42'55" West, 21.91 feet to the Principal Place of Beginning and containing 0.021 acres (905 sq.ft.) of land, as calculated and described from a survey performed in February 2025 by William C. Vondra, Jr., P.S. 7478 of LDC, Inc., Bearings refer to Ohio North NAD 83 (2011), ODOT VRS Network;



S:\MADDT1-2301. SUB LND LEASE.doc

Item #10.

Lake Erie

PROPOSED
SUBMERGED
LAND LEASE
(LAKE CO GIS
WATERS EDGE)

See Sheet 2 for detail

Victoria A. Zajdowicz
PPN: 28A-044D-00-002-0
Doc: #2017R023446
#31705 North Rd.

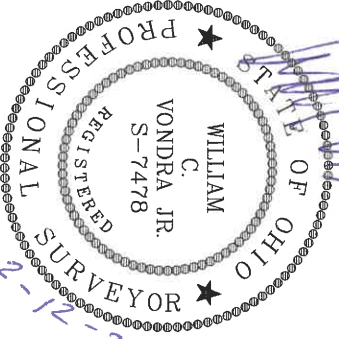
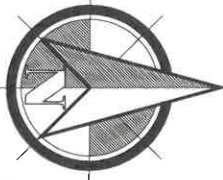
NEO Vistas, LLC
PPN: 28A-044D-00-004-0
Doc: #2017R017247
#31733 Lakeshore
Lot-2

Submerged land Area:
0.021 Ac. (905 sq.ft.)

SKETCH TO ACCOMPANY LEGAL DESCRIPTION OF A SUBMERGED LAND LEASE

PPN: 28a-044D-00-002-0

Situated in the City of Willowick, County of Lake,
and State of Ohio:
Known as being a part of Original Willoughby
Township Lot No. 3, Tract 16.



North Road - 20'

E. 317th Street - 40'
(Formerly Longbranch Rd.)
RW

Newport Beach Subdivision
Vol. D, P. 9, 25 A

Jessica W. Madden
PPN: 28A-044D-00-002-0
Doc: #2023R006971
#31731 Lakeshore
Lot-1

Winwood Allotment
Vol. C, P. 9, 1

1/2" Iron Pipe Fnd.
N: 722704.20
E: 2250517.47
(POB)
RW

N 35°51'31" E
Lakeshore Boulevard - 60'

SUBMERGED LAND LEASE
31731 LAKE SHORE BLVD
WILLOWICK - LAKE COUNTY

SHEET 1 OF 2
CONTRACT NO. MADDT-2301

DATE: 2-12-25
SCALE: HOR. 1"=60'
VERT. 1"=60'
FILENAME: BSE
COMPUTER: SSS
TAB NAME: SSS



LAND DESIGN consultants
www.LDCinc.net
ENGINEERS PLANNERS SURVEYORS
9026 Osbourne Drive Mentor, Ohio 44060
TEL: (440) 255-8463 (440) 951-LAND

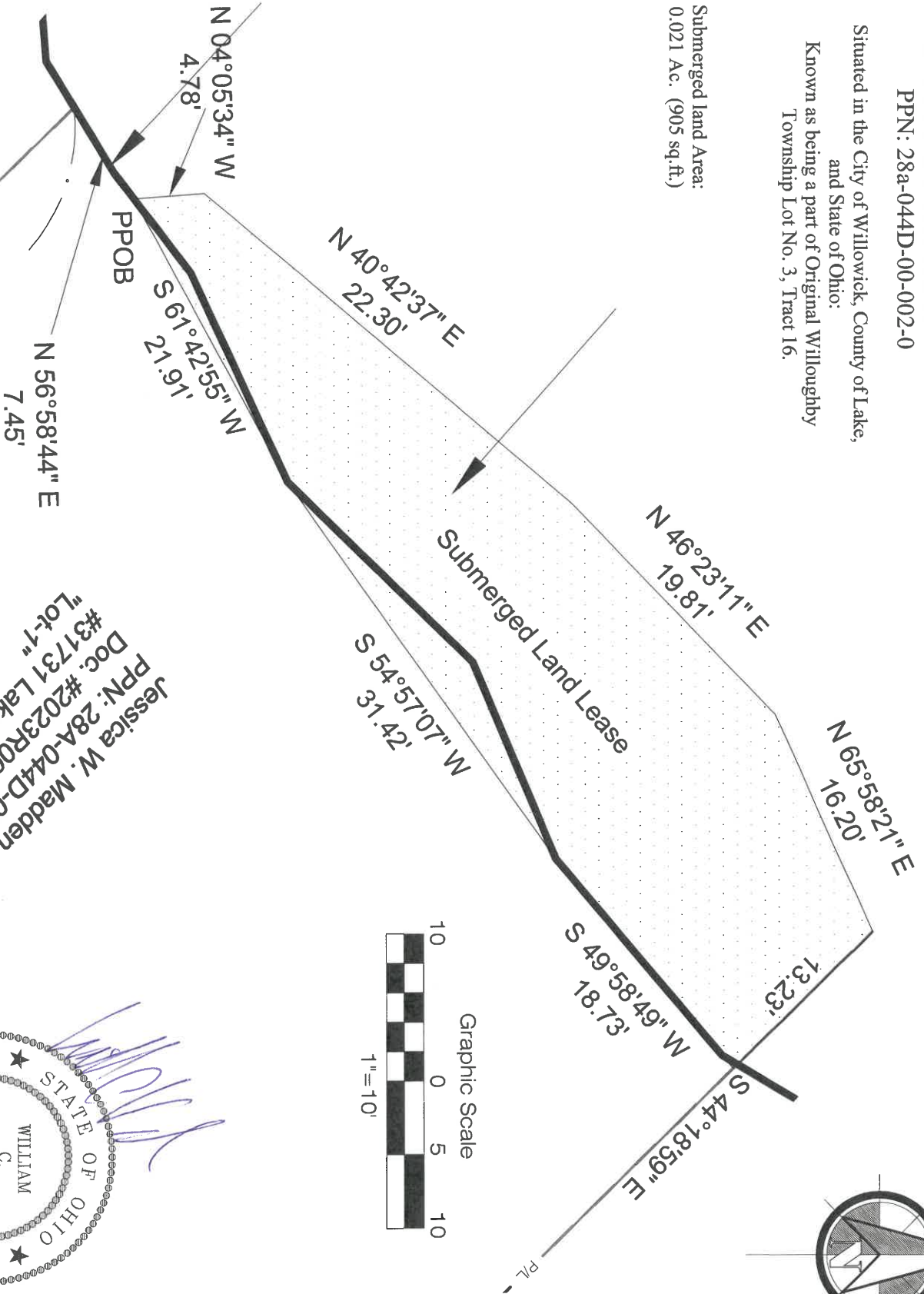
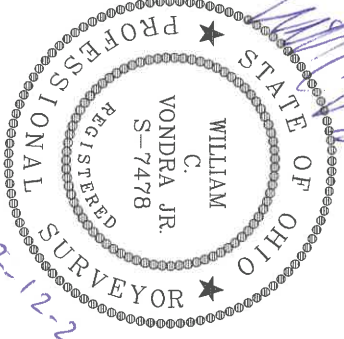
PPN: 28A-044D-00-002-0

ETCH TO ACCOMPANY LEGAL DESCRIPTION
OF A SUBMERGED LAND LEASE
PPN: 28a-044D-00-002-0

Situated in the City of Willowick, County of Lake,
and State of Ohio:
Known as being a part of Original Willowoughby
Township Lot No. 3, Tract 16.

Submerged land Area:
0.021 Ac. (905 sq.ft.)

Jessica W. Madden
PPN: 28A-044D-00-002-0
Doc. #2023R006971
"Lot-1" Lakeshore



PPN: 28A-044D-00-002-0

SUBMERGED LAND LEASE
31731 LAKE SHORE BLVD
WILLOWICK - LAKE COUNTY

DATE 2-12-23
SCALE: HOR. 1"=10'
VERT. 1"=10'
FILENAME PDS
COMPUTER SS
TAB NAME SS



LAND DESIGN consultants
www.LDcinc.net
ENGINEERS PLANNERS SURVEYORS
9025 Calborne Drive Mentor, Ohio 44060
TEL: (440) 256-9463 (440) 951-LAND

SHEET 2 OF 2
CONTRACT NO. MADDT1-2301

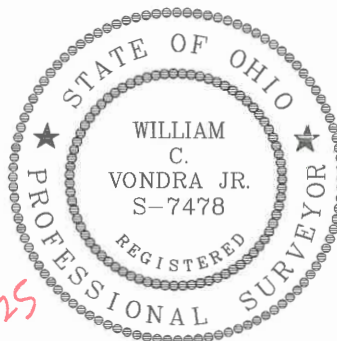
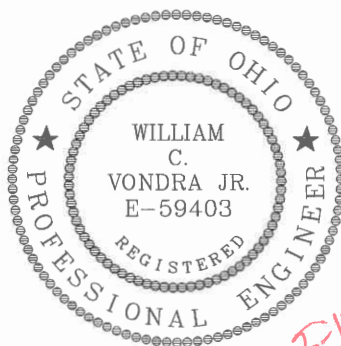
Item #10.

WILLOWICK - LAKE COUNTY - OHIO



DESCRIPTION	SHEET
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TITLE SHEET	1
PRE-CONSTRUCTION CONDITIONS	2
CURRENT AS-BUILT EXISTING CONDITIONS	3
CROSS SECTION	4
CALCULATIONS	5-7

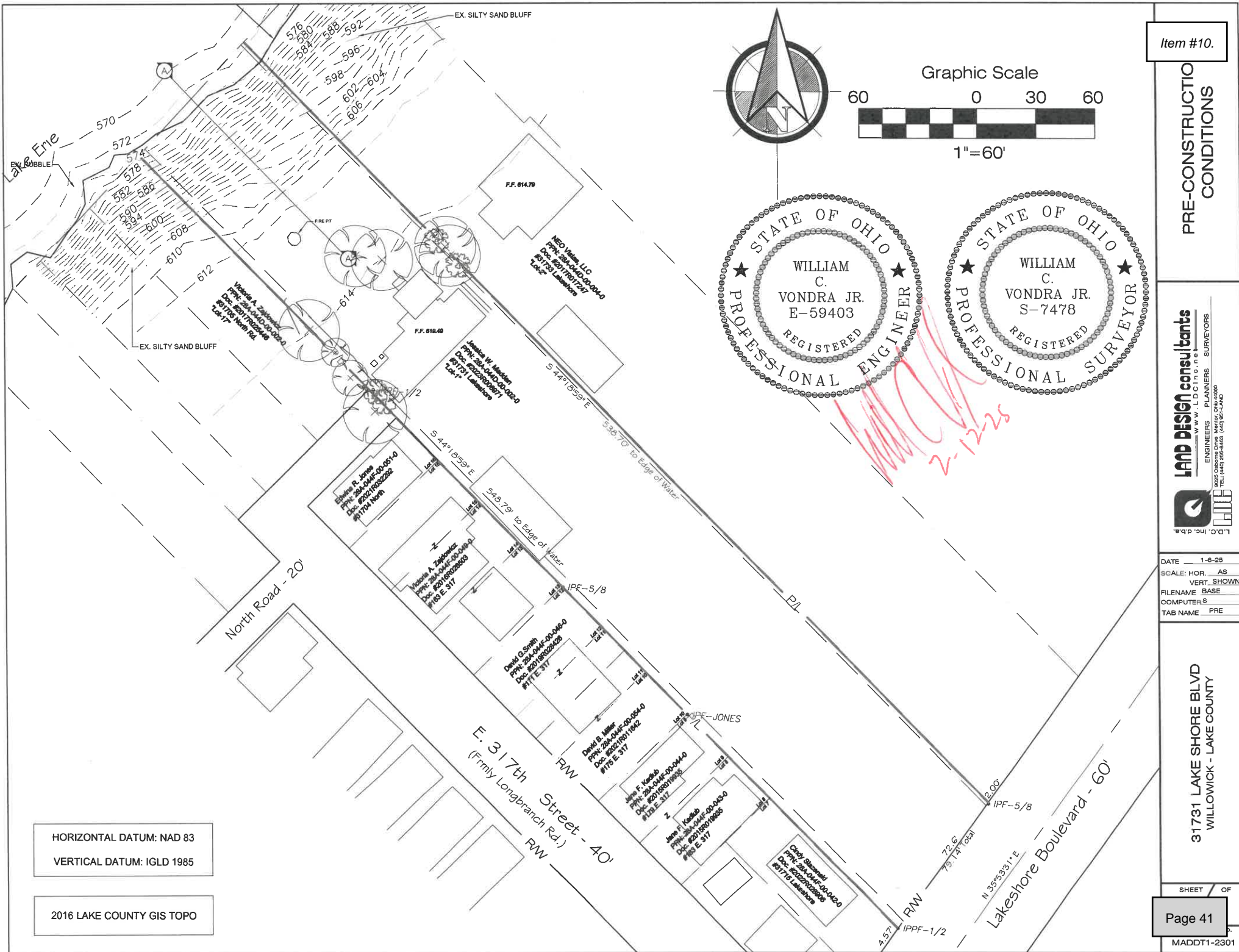
VICINITY MAP
NTS

I, THE UNDERSIGNED, HEREBY CERTIFY THAT THIS TOPOGRAPHY, INDICATED BY 6", 1', OR 2' CONTOURS, AND ELEVATIONS SHOWN HEREON, REPRESENT AN ACTUAL FIELD SURVEY MADE UNDER MY DIRECTION ON THE 5TH DAY OF JUNE, 2023, AND THAT THE ELEVATIONS WERE TAKEN AT APPROPRIATE INTERVALS AND THAT AS OF THAT DATE THEY EXISTED AS AS INDICATED HEREON. LDC DID NOT PARTICIPATE IN ANY DESIGN OF CURRENT CONDITIONS. OUR ROLE WAS TO LOCATE AND DOCUMENT CURRENT CONDITIONS ONLY.

WILLIAM C. VONDRA JR., P.S. 7478



Know what's **below.**
Call before you dig.



Item #10.

PRE-CONSTRUCTION
CONDITIONS

LAND DESIGN consultants
www.ldcinc.net
ENGINEERS PLANNERS SURVEYORS
2025 Oakwood Drive, Mentor, Ohio 44060
TEL: (440) 255-9403 FAX: (440) 951-1490

DATE 1-6-25
SCALE: HOR. AS
VERT. SHOWN
FILENAME BASE
COMPUTER S
TAB NAME PRE

31731 LAKE SHORE BLVD
WILLOWICK - LAKE COUNTY

SHEET OF

Page 41

MADDT1-2301

HORIZONTAL DATUM: NAD 83

VERTICAL DATUM: IGLD 1985

2016 LAKE COUNTY GIS TOPO

NATURAL SHORELINE
(YEAR 2017 LAKE CO. GIS
PHOTOGRAPH WATER'S EDGE)

PROPOSED
SUBMERGED
LAND LEASE

ROCK RIP-RAP

OHW ELEV. 573.4

SAND REPLENISHMENT
(MIN. 158 CY)

EX. CONC. SIDEWALK

CONC. STAIRCASE

EX. SILTY SAND BLUFF

FIRE PIT

EX. SILTY
SAND BLUFF

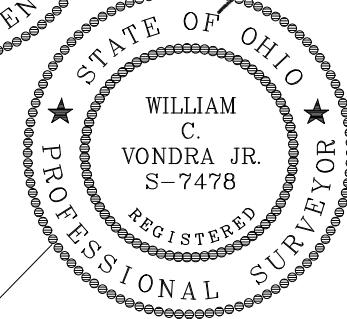
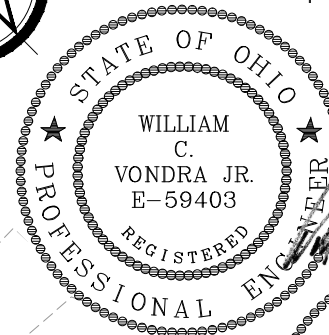
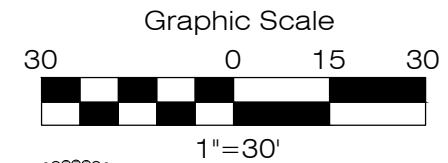
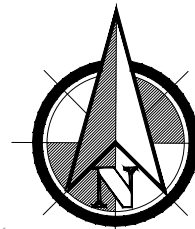
HORIZONTAL DATUM: NAD 83

VERTICAL DATUM: IGLD 1985

TOPO WAS CONDUCTED BY
LDC ON JUNE 5, 2023

DESIGN INFORMATION (IGLD85)

DWL30 = 575.50
ARMOR STONE TOE = 569.70
BREAKING WAVE HT. = 580.02
WAVE RUN UP ELEV. = 583.19
MEDIAN STONE SIZE REQ'D = 0.9 TON
STONE PLACED = 8-9 TON WITH 1-2 TON
ASBUILT STONE SLOPE = 2.3:1
ARMOR STONE ASBUILT HT. = 582.3 TO 592.4
SAND PLACEMENT REQ'D = 79 LF x 2 CY = 158 CY



Item #10.

AS-BUILT
CONDITIONS



DATE: 3-25-25
SCALE: HOR. AS
VERT. SHOWN
FILENAME: BASE
COMPUTER: S
TAB NAME: ASBUILT

31731 LAKE SHORE BLVD
WILLOWICK - LAKE COUNTY

SHEET OF

Page 42

MADDTT-2301

F.F. 614.79

NEO Vistas, LLC
PPN: 28A-044D-00-004-0
Doc. #2017R017247
"Lot-2"

Victoria A. Zajdowicz
PPN: 28A-044D-00-002-0
Doc. #2017R025446
"Lot-17"

F.F. 619.49

Jessica W. Madden
PPN: 28A-044D-00-002-0
Doc. #2023R006971
"Lot-1"

S 44° 18' 59" E

Item #10.

CROSS SECTION
A-A

L.D.C. Inc. db.a.

LAND DESIGN consultants
www.LDCinc.net

ENGINEERS PLANNERS SURVEYORS

9025 Osborne Drive Mentor, Ohio 44060
TEL: (440) 255-8463 (440) 951-LAND

```

DATE 3-25-25
SCALE: HOR. AS
      VERT. SHOWN
FILENAME BASE
COMPUTER S
TAB NAME XSECT

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31731 LAKE SHORE BLVD
WILLOWICK - LAKE COUNTY

SHEET / OF

Page 43

MADDT1-2301

CROSS SECTION A-A

The diagram is a cross-section labeled 'CROSS SECTION A-A'. It shows a shoreline profile with armor stone placement. The horizontal axis represents distance from 0+00 to 1+25. The vertical axis represents elevation from 560 to 615. A vertical line labeled 'NSL' is at approximately 0+15. The profile shows a slope with armor stone placement. Key elevation points are marked: 'OBS. TOP OF ARMOR STONE 582.3 TO 592.4 @ STAIRS', 'OBS. TOP OF ARMOR STONE 576.7 TO 583.0 (AVG.)', 'DWL30=575.5', 'SHORELINE WATER ELEV. 572.8 (6/5/2023)', and 'TOE ELEV. 569.7'. The armor stone is described as 'ARMOR STONE ±8-9 TON WITH ±1-2 TON MIXED IN, 5FT THICK @ STAIRS' and 'ARMOR STONE ±8-9 TON, 6FT THICK'. A '2016 LAKE CO. GIS TOPO' line is shown, and an 'AS-BUILT TOPO' line is also indicated. A '37± C.Y. OF ARMOR STONE' box is at the bottom left.

37± C.Y. OF ARMOR STONE

0+00 0+25 0+50 0+75 1+00 1+25

560 565 570 575 580 585 590 595 600 605 610 615

NSL

2016 LAKE CO. GIS TOPO

AS-BUILT TOPO

OBS. TOP OF ARMOR STONE
582.3 TO 592.4 @ STAIRS

OBS. TOP OF ARMOR STONE
576.7 TO 583.0 (AVG.)

DWL30=575.5

SHORELINE WATER ELEV. 572.8 (6/5/2023)

TOE ELEV. 569.7

1.5
1

2.3
1

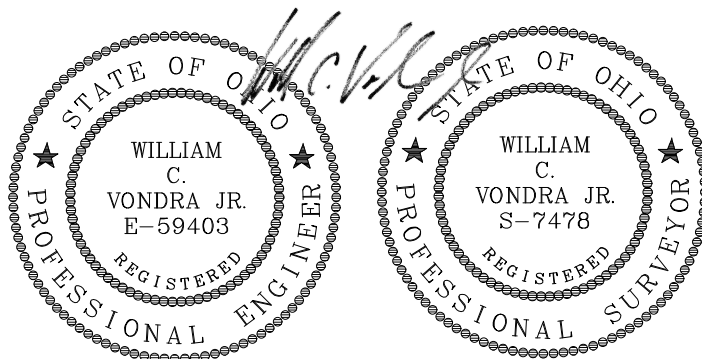
ARMOR STONE ±8-9 TON
WITH ±1-2 TON MIXED IN,
5FT THICK @ STAIRS

ARMOR STONE ±8-9 TON,
6FT THICK

OHW ELEV. 573.4

37± C.Y. OF ARMOR STONE
PLACED BELOW THE OHW
(573.4) OF LAKE ERIE

BASED ON WAVE RUNUP, EROSION SHOULD BE MONITORED BY OWNER. PER CALCS, ODOT 601 TYPE "B" STONE ON FABRIC MAY BE NEEDED TO BE ADDED UP TO ELEVATION 586.0 TO ACCOMMODATE WIND DRIVEN SPLASH POTENTIAL.

BLUFF MATERIAL BASED ON
ADJACENT PROPERTIES
SILTY SANDS



LAND DESIGN CONSULTANTS ENGINEERS & SURVEYORS

9025 Osborne Drive, Mentor, OH 44060
Phone (440) 951-5263, (440) 255-8463, (440) 255-9575

www.LDCinc.net

PROJECT Madden Residence
Sht. # 5 of 7 Item #10.
CALC'D BY RMF Date 1/6/2025
CHK'D BY WCV Date _____
SUBJECT Design Verification of Installed Project
Madden Shoreline Revetment
31731 Lake Shore Blvd, Willowick, OH

Per Temporary Shore Structure Permit #21-TLAK-01:

Shale is at approximate elevation 569.7

Verification of Armor Stone Size Installed

$$W_{50} = \frac{W_r H^3}{K_D (S_r - 1)^3 \cot \theta}$$

Using Hudson's Equation where:

W_{50} = the 50th percentile (median) weight of stone (lbs)

W_r = specific weight of stone (lbs/ft³) for limestone W_r = 165 lbs/ft³

W_w = specific weight of water = 62.4 lbs/ft³

H_b = Design wave height at the toe of the structure = 4.52 ft

S_r = W_r / W_w = 2.64423

K_D = Empirical Value based on physical properties

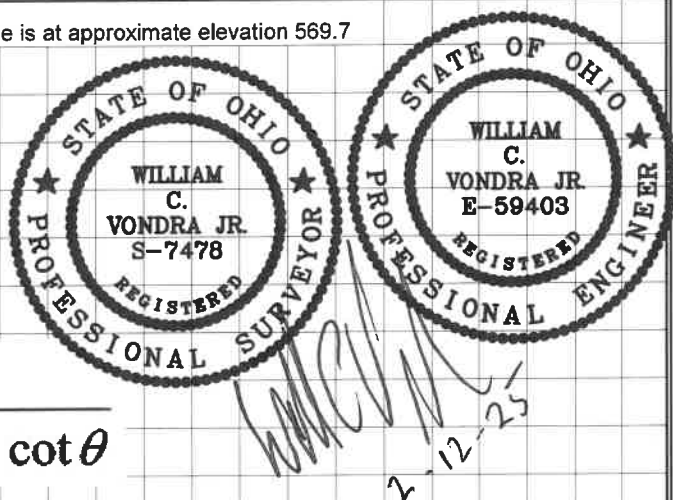
= 2.0 for rough angular quarry stones ref: Coastal Eng. Man.

$\cot \theta$ = as-built slope of the revetment (average) 2.0

Therefore W_{50} = 859.218 lb = 0.43 ton

Median Stone Size $REQD$ = W_{50} x Factor of Safety of 2 = 0.9 ton

Armor Stone Utilized: approx. 8-9 ton armor stone with 1-2 ton stone mixed in, therefore installation exceeds design requirements for this site.





LAND DESIGN CONSULTANTS ENGINEERS & SURVEYORS

9025 Osborne Drive, Mentor, OH 44060
Phone (440) 951-5263, (440)255-8463, (440)255-9575
www.LDCinc.net

PROJECT	Madden Residence	Item #10.
	Sht. # 6 of	
CALC'D BY	RMF	Date 1/6/2025
CHK'D BY	WCV	Date
SUBJECT	Design Verification of Installed Project	
	Madden Shoreline Revetment	
	31731 Lake Shore Blvd, Willowick, OH	

Per Temporary Shore Structure Permit #21-TLAK-01:

Shale is at approximate elevation 569.7

Design Water Level 30 yr Return Rocky River to Perry Twp

DWL_{30 yr} = 575.50 IGLD 85

Depth of Water at the structure Toe (d_s) under DWL conditions

d_s = DWL₃₀ - STRUCTURE TOE ELEVATION

d_s = 575.50 - 569.70

d_s = 5.80

Approx bottom of Armor Stone = 569.70

Conservative approach assumes scour to bottom of toe

USE ultimate d_s = 5.80 ft Worse case assumes Lake erodes to installed bottom of Armor Stone

Height of Breaking Wave (H_b)

H_b = 0.78 x d_s R = H_b x n

H_b = 0.78 x 5.80 R = 4.524 x 0.7

H_b = 4.524 ft R = 3.17 ft

WAVE ELEVATION (WE) = DWL₃₀ + H_b = 575.50 + 4.524 = 580.02 ft IGLD 85

WAVE RUN-UP ELEVATION = WE + R = 580.024 + 3.17 = 583.19 ft IGLD 85

Per As-built information obtained by LDC on 6/5/2023 (IGLD 85):

Top of Armor Stone ranges from 582.3 to 592.4

An additional splash apron of ODOT type 601 Type "B" Stone on fabric should be added up to elevation 586.0 using the conservative approach of undercutting material to bottom elevation of armor stone.

From Lake County GIS 2000

Top of Bluff: 604 +/-

Toe of Bluff: 574 +/-

Slope : 65 % +/- or 1.533:1

From As-Built Conditions taken December 2, 2017 (IGLD 85)

Top of Bluff: 603

Soil Slope Top of Bluff to Armor Stone: 1.5:1

Armor Stone Face Slope: 2.3:1

Toe at water surface: 572.80



LAND DESIGN CONSULTANTS ENGINEERS & SURVEYORS

9025 Osborne Drive, Mentor, OH 44060
Phone (440) 951-5263, (440)255-8463, (440)255-9575
www.LDCinc.net

PROJECT Madden Residence Item #10.
Sht. # 7 of
CALC'D BY RMF Date 1/6/2025
CHK'D BY WCV Date
SUBJECT Design Verification of Installed Project
Madden Shoreline Revetment
31731 Lake Shore Blvd, Willowick, OH

ELEVATION CONVERSION FROM GPS NAVD 1988 TO IGLD 1985

Conversion was done using the following website: <https://www.ngs.noaa.gov/cgi-bin/IGLD85/IGLD85.pr1>

Using the elevation of 575.00 ft (175.2600m) and the following site coordinates obtained from: <https://itouchmap.com/latlong.html>

A point was selected on the map at a point near the center of the existing armor stone, near the center of the parcel

Latitude: 41.646876

Longitude: -81.469393

Conversion from NAVD 88 to IGLD 85

Designation	North Latitude	West Longitude	Gravity (gals)	NAVD 88 Height (meters)	Dynamic Height (meters)	IGLD 85 Height (meters)
	41 38 48.753	81 28 09.814	980.248	175.26	175.195	175.190

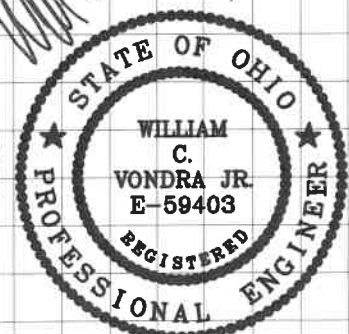
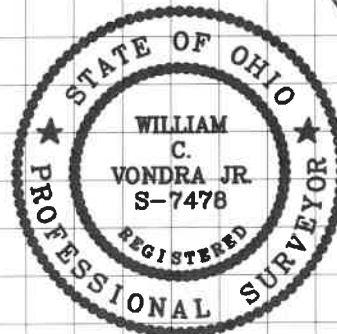
Conversion from NAVD 88 to IGLD 85 at this location: -0.070 m = -0.23 ft

Therefore all LDC observed elevations using ODOT VRS on NAVD 88 were dropped by 0.23 ft to convert to IGLD 85

Required sand replenishment at this location:

Lineal toe footage of installed structure based on field measurement: 79 ft

Required replenishment (2 cy of sand / LF) = 158 cy





**Department of
Natural Resources**
ohiodnr.gov

Item #10.

Mike DeWine, Governor
Jim Tressel, Lt. Governor
Mary Mertz, Director

Office of Coastal Management
Deborah Beck, P.E., Acting Chief

March 25, 2025

Via Mail and Email

Jessica W. Madden
31731 Lake Shore Boulevard
Willowick, Ohio 44095
jessmad@gmail.com

Re: Shore Structure Permit Application 23-LAK-11
Submerged Lands Lease Application SUB-2668-LA

Dear Jessica W. Madden:

The Ohio Department of Natural Resources (ODNR) Office of Coastal Management received your Shore Structure Permit and Submerged Lands Lease applications on June 23, 2023, and the revisions for those applications on February 18, 2025.

Please be advised that the applications are incomplete. A resolution or ordinance from the local authority has not been received. A technical review of the applications has begun; however, the review cannot be completed until this item is received.

The technical review of the project may include a visit to the site. During the review, ODNR will seek comments from adjacent property owners. You will receive a response to the applications upon completion of the technical review. The response may request clarification, make suggestions for design improvement, require design changes, or conclude the review.

Please contact me if you have any questions. Thank you for your cooperation in managing Ohio's Lake Erie coastal resources.

Sincerely,

Renee Homan
Environmental Specialist
(419) 609-4132
renee.homan@dnr.ohio.gov

cc: Deborah L. Beck, P.E., Acting Chief, Office of Coastal Management
Steve Holland, Federal Consistency Administrator, Office of Coastal Management
Tara Paciorek, Chief, ODNR Office of Real Estate and Land Management
Shawn U. Blohm, U.S. Army Corps of Engineers, Buffalo District, Corps Permit No. 2023-00716
Anna Kamnyev, Ohio Environmental Protection Agency, Division of Surface Water
Rachel Secrest, Ohio Environmental Protection Agency, Division of Surface Water
William C. Vondra, Jr., P.E., P.S., Land Design Consultants, Inc.
Mike Ellman, Land Design Consultants, Inc.

MELZER'S FUEL SERVICE
 REMIT TO
 PO BOX 785995
 PHILADELPHIA, PA 19178-5995

Phone: 800-367-0203
 Fax: (440) 354-3669

Sold WILLOWICK, CITY OF
 To: 30435 LAKESHORE BLVD
 WILLOWICK, OH 44095

Page: 1

Invoice No: 1635860
 Invoice Date: 03/25/25
 Ship Date:

Profit Center: 1

Ship WILLOWICK, CITY OF
 To: 30435 LAKESHORE BLVD
 WILLOWICK, OH 44095

Site: 1 - GAS

Account No: 80320743 PO No: Sales ID: 5 Terms: NET 20 DAYS
 Ship Via: BOL/Ship Order:

Product Code/ Description	Shipped/ Billed UOM	Price Each	Extension
265	3011.9 GAL		
REG 87 GAS W/ 10%ETH MEETS 9.0 RVP	3011.9 GAL	2.34380	7059.29
FEDERAL LUST TAX	3,011.9	.00100	3.01
OH EXCISE GAS	3,011.9	.38500	1159.58
OHIO PAT TAX GAS	3,011.9	.01438	43.31
FED OIL SPILL/superfund	3,011.9	.00557	16.78

Location: 31230 VINE STREET
 INVOICE DUE ON 04/14/2025

Total Amount: 8,281.97

 ALL DELIVERIES LESS THAN 150 GALLONS
 ARE SUBJECT TO A DELIVERY CHARGE
 1-800-367-0203

I HEREBY CERTIFY THAT THE GOODS, MATERIALS,
 AND/OR SERVICES SHOWN IN THIS INVOICE HAVE BEEN
 RECEIVED AND/OR RENDERED ON BEHALF OF THE
 CITY OF WILLOWICK, P.O.#
 DATE 3/27/2025

MELZER'S FUEL SERVICE
 REMIT TO
 PO BOX 785995
 PHILADELPHIA, PA 19178-5995

Phone: 800-367-0203
 Fax: (440) 354-3669

Page: 1

Invoice No: 1635870
 Invoice Date: 03/25/25
 Ship Date:

Profit Center: 1

Sold WILLOWICK, CITY OF
 To: 30435 LAKESHORE BLVD
 WILLOWICK, OH 44095

Ship WILLOWICK, CITY OF
 To: 30435 LAKESHORE BLVD
 WILLOWICK, OH 44095

Site: 2 - ON RD

Account No: 80320743

PO No:

Sales ID: 5

Terms: NET 20 DAYS

Ship Via:

BOL/Ship Order:

Product Code/ Description	Shipped/ Billed UOM	Price Each	Extension
## CLEAR DIESEL FOR TAXABLE USE.			
286	755.1 GAL		
ULSD CLEAR	755.1 GAL	2.50660	1892.73
FEDERAL LUST TAX	755.1	.00100	.76
OH EXCISE DIESEL	755.1	.47000	354.90
FED OIL SPILL .00619	755.1	.00619	4.67
OH PAT DIESEL TAX	755.1	.01492	11.26

Location: 31230 VINE ST
 INVOICE DUE ON 04/14/2025

Total Amount: 2,264.32

ALL DELIVERIES LESS THAN 150 GALLONS
 ARE SUBJECT TO A DELIVERY CHARGE
 1-800-367-0203

I HEREBY CERTIFY THAT THE GOODS, MATERIALS,
 &/OR SERVICES SHOWN IN THIS INVOICE HAVE BEEN
 RECEIVED &/OR RENDERED ON BEHALF OF THE

CITY OF WILLOWICK, P.O.#
 DATE 3/27/25

RESOLUTION NO. 2025 – 22**A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO MELZER'S FUEL IN THE AMOUNT OF \$10,546.29 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY**

WHEREAS, Ohio Revised Code 5705.41(D)(1) provides that if prior certification of funds by the Fiscal Officer was not obtained before the contract or order involving the expenditure of money was made, then the Fiscal Officer may instead certify; and

WHEREAS, that there was at the time of the making of such contract or order and at the time of the execution of such certificate, a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund, free from any previous encumbrances; and

WHEREAS, the Fiscal Officer is accordingly certifying that there were appropriations available and funds in the treasury or in the process of collection at the time the contract or order was made (then), and there are still sufficient appropriations and funds in the treasury or in the process of collection at the time the certificate is being issued (now); and

WHEREAS, the amount of the certificate exceeds \$3,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Willowick, County of Lake, and State of Ohio that:

Section 1. It is hereby certified that both at the time of the making of the attached contract(s) or order(s) and at the date of execution of this certificate, the amount of funds required to pay this contract(s) or order(s) has been appropriated for the purpose of this contract or order, attached hereto, and is in the treasurer or in the process of collection to the credit of the fund free from any previous encumbrances.

Section 2. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were conducted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in meetings open to the public in compliance with all legal requirements including Chapter 123 of the Codified Ordinances of the City of Willowick.

Section 3. This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick; and so that the certificate meets the timeliness requirement of the Ohio State Auditor; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: _____, 2025

SUBMITTED to the Mayor for his approval
on _____, 2025

ATTEST:

Clerk of Council

Council President

APPROVED by the Mayor on
_____, 2025

Michael J. Vanni, Mayor



Corporate Address:
270 Davids Drive, Wilmington OH 45177

Phone: (816) 774-4601 X1058
Email: emsar.ar@emsar.com

Remittance Address:
PO Box 202887, Austin TX 78720

Invoice SM-222115
Invoice Type Invoice
Invoice Total \$3,060.00
Date 03-21-2025
Due Date 04-19-2025
PO No.
Customer Case No.
Case No.
Quote No.
So No.

5933

Item #12.

MAR 25 2025

Bill To
Willowwick Fire Department 30435 Lakeshore Blvd Willowick OH 44095 United States

Service/Ship To
WILLOWWICK FIRE DEPARTMENT 30435 Lakeshore Blvd Willowick OH 44095 United States Customer No.(Location) :

Work Order No.	Order Type	WO PO No.	Contract	Technician	Project Mgr	FSE
WO-01257726	Annual Annuity		Willowick Fire Department - Auto-Renewal 2025	Triva Eppolito		

Qty	Work Date	Line Type	Part	Product Description	Unit Price	Ext Price
1.00	03-20-2025	Labor - Annuity Contract Billing			3,060.00	3,060.00
					Subtotal	3,060.00
					Tax	0.00
					Freight	0.00
					Total	3,060.00

Manufacturer	Component	Serial No.	No. of Devices Completed	Work Performed
				Auto-Renewal with 3% Price Increase 2025 (3) Stretcher, Stair @ \$510 ea. (3) PowerLoad System (Parts Not Included) @ \$510 ea. Annual \$3,060 2 PMs a year Unlimited repair calls per year (all parts are billable on repair calls)

1683.00
1377.00

RESOLUTION NO. 2025 – 23**A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO EMSAR IN THE AMOUNT OF \$3,060.00 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY**

WHEREAS, Ohio Revised Code 5705.41(D)(1) provides that if prior certification of funds by the Fiscal Officer was not obtained before the contract or order involving the expenditure of money was made, then the Fiscal Officer may instead certify; and

WHEREAS, that there was at the time of the making of such contract or order and at the time of the execution of such certificate, a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund, free from any previous encumbrances; and

WHEREAS, the Fiscal Officer is accordingly certifying that there were appropriations available and funds in the treasury or in the process of collection at the time the contract or order was made (then), and there are still sufficient appropriations and funds in the treasury or in the process of collection at the time the certificate is being issued (now); and

WHEREAS, the amount of the certificate exceeds \$3,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Willowick, County of Lake, and State of Ohio that:

Section 1. It is hereby certified that both at the time of the making of the attached contract(s) or order(s) and at the date of execution of this certificate, the amount of funds required to pay this contract(s) or order(s) has been appropriated for the purpose of this contract or order, attached hereto, and is in the treasurer or in the process of collection to the credit of the fund free from any previous encumbrances.

Section 2. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were conducted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in meetings open to the public in compliance with all legal requirements including Chapter 123 of the Codified Ordinances of the City of Willowick.

Section 3. This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick; and so that the certificate meets the timeliness requirement of the Ohio State Auditor; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: _____, 2025

SUBMITTED to the Mayor for his approval
on _____, 2025

ATTEST:

Clerk of Council

Council President

APPROVED by the Mayor on
_____, 2025

Michael J. Vanni, Mayor

ORDINANCE NO. 2025-21**AN ORDINANCE FIXING THE COMPENSATION OF ADULT SCHOOL GUARDS, REPEALING CERTAIN ORDINANCES AND DECLARING AN EMERGENCY.****BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WILLOWICK, LAKE COUNTY, STATE OF OHIO:**

SECTION 1: That effective with the first full pay period in April 2025, adult school guards shall receive compensation at a rate of Twelve Dollars (\$12.25) per hour; provided, however, that in no event shall the compensation paid to any adult school guard for any on day of the work be less than \$12.25.

SECTION 2: That school guards will be paid up to five (5) days pay, per school year when schools are closed for inclement weather.

SECTION 3: That Ordinance No. 2024-19, passed on April 2, 2024 and any other ordinances or parts thereof in conflict herewith be and the same are hereby repealed effective April 15, 2025.

SECTION 4: That this Ordinance constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick and further, provides for the usual daily operation of a municipal department; wherefore, this Ordinance shall be in full force and effect from and after its passage and approval by the Mayor.

PASSED: _____, 2025

Council President

SUBMITTED to the Mayor for his approval
on _____, 2025

APPROVED by the Mayor on
_____, 2025

ATTEST:

Clerk of Council

Michael J. Vanni, Mayor



Department of Commerce

Division of Liquor Control

com.ohio.gov

Mike DeWine, Governor Jim Tressel, Lt. Governor Sherry Maxfield, Director

Dear Local Legislative Authority Official:

Please find enclosed the legislative notice that is being sent to you regarding the applied for liquor permit as captioned on the notice. You **must**, within 30 days from the "mailed" date listed on the notice under the bar code:

- Notify the Division whether you object and want a hearing; or
- Ask for your one-time only, 30-day extension. o Any requests for a one-time, 30-day extension will be reviewed by the Division upon timely receipt. If granted, your additional 30-days runs from the expiration of the original 30-day period.

To be considered **timely**, your above response **MUST** be faxed, emailed, or mailed to the Division no later than the postmark deadline date stated on the form. To speed up processing times and reduce paper, the Division respectfully asks that you either fax or email your response. Please send your response to:

FAX: (614) 644 – 3166
EMAIL: Liquordocs@com.ohio.gov
MAIL: Ohio Division of Liquor Control
 Attn: Licensing Unit
 6606 Tussing Road
 PO Box 4005
 Reynoldsburg, Ohio 43068-9005

To find out who has disclosed an ownership interest in the permit application to us you can:

- Visit com.ohio.gov/liquorinfo. Select the "Search who has disclosed an ownership interest" tab. Where asked, enter the permit number listed on the legislative notice; or
- Contact your police department or county sheriff (if you are a township fiscal officer or county clerk). We also sent them detailed ownership information to review for any criminal background issues involving the disclosed persons.

We have resources for you at com.ohio.gov/govhelp. Never miss out on when renewal objections are due! Sign-up for our emails at com.ohio.gov/stayinformed.

Thank you in advance for your cooperation,
 Division Licensing Section
 (rev. 2.12.25)

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
8606 TUSSING ROAD, P.O. BOX 1111
REYNOLDSBURG, OHIO 43068-9000
(614)844-2360 FAX(614)844-3166

Item #14.

2819459		TRFO		FORK MY LIFE RESTAURANT GROUP TIMBER KITCHEN & SOCIAL LLC & PATIO & OUTBUILDING 28810 LAKESHORE BLVD WILLOWICK OHIO 44095
PERMIT NUMBER		TYPE		
10	01	2020		
ISSUE DATE				
03	05	2025		
FILING DATE				
D5C D6				
PERMIT CLASSES				
43	187	C	F33095	
TAX DISTRICT		RECEIPT NO.		

FROM 04/02/2025

5256694				LOG CABIN RESTAURANT INC & PATIO & OUTBUILDING 28810 LAKESHORE BLVD WILLOWICK OHIO 44095
PERMIT NUMBER		TYPE		
10	01	2020		
ISSUE DATE				
03	05	2025		
FILING DATE				
D5C D6				
PERMIT CLASSES				
43	187			
TAX DISTRICT		RECEIPT NO.		



MAILED 04/02/2025

RESPONSES MUST BE POSTMARKED NO LATER THAN. 05/05/2025

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES C TRFO 2819459

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF WILLOWICK CITY COUNCIL
30435 LAKESHORE BLVD
WILLOWICK OHIO 44095

6882 Ridge Road
Wadsworth, Ohio 44281

www.LamplonCompanies.com

Phone: (330) 239-2661
Fax: (330) 239-2642

March 31, 2025

Mr. John DiFranco
City of Willowick
31230 Vine Street
Willowick, Ohio 44095
jdifranco@cityofwillowick.com

Re: 28-2025 – Lakeshore and Vine Repair

Mr. DiFranco,

Per your request, we are pleased to offer a budgetary estimate for the repair of the conduit hit at the intersection of Lakeshore and Vine. Please note that the initial service visit to make a temporary repair and get the intersection running is included. Our proposal is based on the following remaining scope of work:

- Perform underground repair of conduit
- Pull new 5-conductor signal wire (2 sets) to the pedestrian pole, including lashing across the intersection to power pedestrian signals
- Pull new 2-conductor signal wire (3 sets) to the pedestrian pole, including lashing across the intersection to power pedestrian push buttons and vehicle detector loop

Notes:

- Estimate is based on an initial visit and subject to change based on future utility markings, etc.
- Bond is not included but is available for a fee
- Sales tax is not included

Your total investment for this service would be \$16,200.

We hope that you will favor us with an agreement. If you have any questions, please do not hesitate to contact me at (330) 239-2661, extension 23.

Sincerely,

Damon M. Linder
Technical Services Director

Accepted By: _____

Date: _____



Willowick Police Department

Rob T. Daubenmire, Chief of Police

30435 Lake Shore Boulevard
Willowick, OH 44095- 4600
(Lake County)
(440) 585-1234
www.cityofwillowick.com

Detective Bureau
(440) 585-1234

Facsimile
(440) 585-3770



Item #17.

4/11/2025

Members of Council,

I respectfully make a motion to authorize the expenditure of \$30,457.98 to SHI International for the purchase of 14 Dell Computers.

Thank you for your consideration.

Sincerely,
Rob T. Daubenmire
Chief of Police



Willowick Police Department

Rob T. Daubenmire, Chief of Police

30435 Lake Shore Boulevard
Willowick, OH 44095- 4600
(Lake County)
(440) 585-1234
www.cityofwillowick.com

Detective Bureau
(440) 585-1234

Facsimile
(440) 585-3770



4/4/2025

Members of Council,

I respectfully make a motion to authorize the expenditure of \$44,550.00 to Montrose Ford for the purchase of a new 2025 Ford Explorer Interceptor for police use.

Thank you for your consideration.

Sincerely,
Rob T. Daubenmire
Chief of Police



Willowick Police Department

Rob T. Daubenmire, Chief of Police

30435 Lake Shore Boulevard
Willowick, OH 44095- 4600
(Lake County)
(440) 585-1234
www.cityofwillowick.com

Detective Bureau
(440) 585-1234

Facsimile
(440) 585-3770



4/4/2025

Members of Council,

I respectfully make a motion to authorize the expenditure of \$27,972.58 to Hall Public Safety for the outfitting of a new 2025 Ford Explorer Interceptor for police use.

Thank you for your consideration.

Sincerely,
Rob T. Daubenmire
Chief of Police

Contract # RSI023078

(PAGE 1 of 2)

2025 INTERCEPTOR (3.3L V-6)

Item # 1-1

Order No:

WILLOWICK PD

FIN# QF855

K8A 4DR AWD POLICE
.119" WHEELBASEPLEASE SELECT
YOUR CAR COLOR
ON PAGE 29 CLTH BKTS/VNLR
W EBONY500A EQUIP GRP
.AM/FM STEREO W/SYNC
99B .3.3L V6 GAS Flex Fuel
44U .10-SP AUTO
425 50 STATE EMISS
55F KEYLESS - 4 FOB (now STD equip)
PLUS ALL ITEMS IN GREEN ON PAGE 2The items to the left are how the car
was quoted and that is this price below.
Any additional options added will
increase this price.

STATE CONTRACT VEHICLE Subtotal \$ 44,000.00

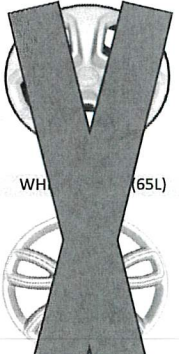
FORD FACTORY VSO (Vehicle Special Order) LIGHTING (used for all other color combinations other than RED/BLUE)

CHOOSING ANY ITEMS BELOW WILL INCREASE THE ABOVE SUBTOTAL

				TYPE YES OR NO
TITLE FEE	DEALER	\$	15.00	INCLUDED
#1-2 TEMP TAGS	DEALER	\$	20.00	
#1-3 ADDITIONAL SET OF KEYS (comes with 4 already)	DEALER	\$	100.00	
#1-4 WHEEL COVER (grey hubcaps)	65L	\$	70.00	
#1-5 3.3L V6 HYBRID	99W/44B	\$	2,000.00	
#1-6 3.0L EcoBoost	99C/44U	\$	3,000.00	
#1-7 INSIDE REAR DOOR LOCKS INOP	68G	\$	80.00	YES
#1-8 INSIDE REAR DOOR HANDLES INOP	INC IN 68G	\$	-	INCLUDED
#1-9 HIDDEN DOOR PLUNGER/REAR INOP	52P	\$	160.00	
#1-10 HEATED MIRRORS	STANDARD	\$	-	INCLUDED
#1-11 CARPET	16C	\$	150.00	
#1-12 RED/WHT DOME IN CARGO	STANDARD	\$	-	INCLUDED
#1-13 PER. ANTI THEFT WITH REMOTE START	DEALER	\$	600.00	
#1-14 KEYLESS ENTRY (4 FOBs) W/O KEYPAD (DEDUCT)	STANDARD	\$	-	INCLUDED
#1-15 REAR CONSOLE PLATE FOR WIRE CHASE	85R	\$	44.00	
#1-16 GRIL LED LGHTS/SIREN/SPKR PRE-WIRE	STANDARD	\$	-	INCLUDED
#1-17 HITCH	STANDARD	\$	-	INCLUDED
#1-18 SYNC	STANDARD	\$	-	INCLUDED
#1-19 REAR LIGHT - BLUE/BLUE (RED/BLUE IS STD)	66C & VSO	\$	560.00	
#1-20 BACKUP CAMERA	STANDARD	\$	-	INCLUDED
#1-21 STREET APPEARANCE (FIRE, DB OR UNMARKED)	65U, 64E, FW (RMV 51R)	\$	367.00	
NOTE Street Appearance package includes Carpet Floor, full non-police style center console with armrest and cupholders, cloth rear seat, painted aluminum wheel (64E) and no spotlight.				
ROAD READY UPFIT (LESS RADIO, RADAR & SCAN)	DEALER	\$	16,000.00	
5YR 100K \$0 DED PREMIUM CARE EXT WARRANTY	DEALER	\$	2,700.00	
5YR 150K \$0 DED PREMIUM CARE EXT WARRANTY	DEALER	\$	4,300.00	
NOTE Extended Warranties are through Ford and are also available in many configurations. This Extended Warranties I use are the Premium Care (3,000+ Covered Components)				
#1-22 PER MILE DELIVERY CHARGE PER MILE	0	\$	-	
#1-23 MINIMUM DELIVERY CHARGE	DEALER	\$	150.00	\$ 150.00



STANDARD POLICE WHEEL



WHITE (65L)

PNTM V (64E)

NOTE Painted Wheel (64E) available for street appearance

WILLOWICK PD

Attn: LT MARK GUERRIERI

Derek Powers

Fleet/Gvmt. Sales Mgr.

Cell # is (419) 606-5659

dpowers@gomontrose.com

TOTAL OF UNIT W/ ADDED ADDL. BID ITEMS FROM ABOVE	\$	44,080.00
TOTAL FOR UPFIT PROVIDED VIA MONTROSE FORD NOT LISTED ABOVE (IF REQUESTED)	\$	-
TOTAL FOR EXT WARRANTY NOT LISTED ABOVE (IF REQUESTED)	\$	-
TOTAL FOR CUSTOMER ADDED OPTIONS BELOW	\$	470.00
TOTAL FOR CUSTOMER ADDED FORD FACTORY VSO LIGHTING OPTIONS	\$	-
TOTAL VALUE OF TRADE (IF YOU HAVE ONE)	\$	-
TOTAL FOR SINGLE UNIT QUOTED / ORDERED	\$	44,550.00
1 unit/s requested	\$	44,550.00

QUOTED 4/1/2025

ORDERED

ACCEPTED BY:

Date:

(Page 2 of 2)

These items below can be added to the build - Select what you need, or ask Salesman if you have questions

CODE	DESCRIPTION	PRICE	TYPE YES OR NO
18D	Global Lock / Unlock feature	\$ -	YES
51T	Spot Lamp - LED Bulb, Driver Only (Whelen)	\$ 420.00	YES
59B	Keyed Alike - 1284x	\$ 50.00	YES
17A	Aux Air Conditioning (STD IN 2025)	INCLUDED	INCLUDED
19K	H8 AGM Battery (STD IN 2025)	INCLUDED	INCLUDED
19V	Rear Camera On-Demand (STD IN 2025)	INCLUDED	INCLUDED
43D	Dark Car Feature (STD IN 2025)	INCLUDED	INCLUDED
47A	Police Engine Idle Feature (STD IN 2025)	INCLUDED	INCLUDED
55B	BLIS - Blind Spot Monitor w/ x Traffic Alt (STD IN 2025)	INCLUDED	INCLUDED
68B	Police Perimeter Alert (STD IN 2025)	INCLUDED	INCLUDED
76P	Pre-Collision Assist w/ Ped. Detection (STD IN 2025)	INCLUDED	INCLUDED
76R	Reverse Sensing System (STD IN 2025)	INCLUDED	INCLUDED
86T	Tail Lamp / Police Housing Only (STD IN 2025)	INCLUDED	INCLUDED
61B	OBD - II Split Connector (N/A IN 2025'S)	N/A	N/A
85S	Rear Center Seat Delete (N/A IN 2025'S)	N/A	N/A
87P	Power Passenger Seat (N/A IN 2025'S)	N/A	N/A
87R	Rear View Camera (mirror display) (N/A IN 2025'S)	N/A	N/A
593	PER-ANTI-THEFT	N/A	N/A
UM	AGATE BLACK	\$ -	1

Hall Public Safety

UPFITTERS

Estimate

EST-14614

Hall Public Safety Upfitters

2002 Midway Dr.
Twinsburg, Ohio 44087
3304251626
Hallpublicsafety.com

Remit to/Mailing Address
12400 Beechlawn Ave. N.E.
Alliance, Ohio 44601

Customer

Willowick Police Department

30435 Lake Shore Blvd
Willowick, OH 44095

Ship To

30435 Lake Shore Blvd
Willowick, OH 44095

Estimate Date : December 13, 2024

Expiration Date : January 17, 2025

Project : 2025 Ford Police
Interceptor Utility

Sales rep : Dave Butch

#	Item & Description	Qty	Rate	Amount
1	Department will supply...Computer dock/cradle, Computer, Keyboard, Computer power supply, Complete camera system, Two-way radio, Radar, Wifi hotspot, Flashlight	1.00	0.00	0.00
2	Labor - vehicle upfit SKU : Labor - vehicle upfit Strip-out of unit #830 NOTE....This vehicle may be used as an admin vehicle. See the Lieutenant regarding what equipment will be left in vehicle This price will be reduced if less than a complete strip-out	1.00	450.00	450.00
3	Whelen 54" Liberty II DUO WeCanX Lightbar- Blue/Blue with white front and amber rear SKU : BB2SP3B	1.00 EA	2,699.00	2,699.00
4	Whelen Pre-wire for GTT 795H Opticom Emitter SKU : IJ795H	1.00 EA	0.00	0.00
5	Whelen Add LED Opticom Emitter SKU : 795H	1.00 EA	2,020.80	2,020.80
6	Whelen Lightbar Mount Kit for 20-25 Utility Interceptor SKU : MKEZ105	1.00 EA	80.00	80.00
7	Whelen compact 100 Watt Composite Speaker SKU : SA315U	1.00 EA	229.00	229.00
8	Whelen SA315 Mount Kit, for 21-24 Tahoe, 19-24 1500 Silverado SKU : SAK70	1.00 EA	42.40	42.40
9	Whelen Cencom Core Amplifier Control Module SKU : C399	1.00 EA	1,250.00	1,250.00
10	Whelen Core controller 8 push buttons, 4 position slide switch, 7 position rotary knob and traffic advisor buttons SKU : CCTL6	1.00 EA	0.00	0.00

#	Item & Description	Qty	Rate	Amount
11	Whelen Scanport Installation Kit for C399 For 23-24 Chevy Silverado 1500 PPV, 23-24 Ford Super Duty, 24 F-150, 24 Chevy Tahoe, 25 Utility Interceptor SKU : C399SP	1.00 EA	151.20	151.20
12	Whelen WeCanX 16 Output Expansion Module SKU : CEM16	1.00 EA	233.60	233.60
13	Whelen Vehicle to Vehicle Module, Includes Internal Antenna SKU : CV2V	1.00 EA	296.80	296.80
14	Whelen Outer Edge Rear Facing Upper Exterior with Six DUO OEI2 lightheades for 21-23 Chevy Tahoe SKU : OEWD54	1.00 EA	1,428.00	1,428.00
15	Whelen ION Duo Red/Blue SKU : I2J Side cargo windows	2.00 EA	164.80	329.60
16	Whelen ION T-Series Linear DUO Blue/White SKU : TL12E Outside rear hatch next to plate	2.00 EA	159.20	318.40
17	Whelen Siren Amp WCX with two speakers, mounting bracket Included SKU : CHOWLER	1.00 EA	755.20	755.20
18	Whelen WecanX Tracer 5 Lamp TRIO, Red/White/Blue for 20-25 PIU SKU : TCRWX5-JC-TCRB50	2.00 EA	1,065.00	2,130.00
19	Whelen 6" round dome light, red/white SKU : 60CREGCS Front headliner....NOTE....This line item will be removed if vehicle comes equipped with this light	1.00 EA	86.00	86.00
20	Whelen 3' Round LED compartment light, white SKU : 3SC0CDCR Prisoner headliner	1.00 EA	76.80	76.80
21	Whelen Mini ION T Series light in Red SKU : TLMIR Under rear hatch when open	1.00 EA	126.40	126.40
22	Whelen Mini ION T Series light in Blue SKU : TLMIB Under rear hatch when open	1.00 EA	126.40	126.40
23	Sound Off Taillight Flasher for 16-25 Utility Interceptor SKU : ETTFUT-16	1.00 EA	136.50	136.50
24	Havis Vehicle Specific Console for 2025 Utility Interceptor SKU : C-VS-1012-INUT-2	1.00 EA	552.50	552.50
25	Havis Internal Adjustable Dual Cup Holder SKU : CUP2-1001	1.00 EA	59.94	59.94
26	Havis large pad flip arm rest SKU : C-ARM-103	1.00 EA	154.70	154.70
27	Havis Charge Guard battery saver/timer SKU : CG-X	1.00 EA	90.95	90.95
28	Setina Tall Man Partition for SUV with recess panel, coated polycarb SKU : 10-VS-RP-TM	1.00 EA	908.65	908.65

#	Item & Description	Qty	Rate	Amount
29	Setina Stand Alone OEM Replacement Transport Seat, with #12 Coated Polycarbonate Cargo Partition, Center Pull Seat Belt for 2025 Utility Interceptor SKU : QK0566ITU25	1.00 EA	1,401.65	1,401.65
30	Setina Vertical Steel Window Bars for 20-25 Utility Interceptor SKU : WK0514ITU20	1.00 EA	279.65	279.65
31	Setina Aluminum Push Bumper with 4 ION TRIO LED lights for SUV'S SKU : PB450L4D-SUV	1.00 EA	976.65	976.65
32	Setina PB5 Aluminum Fender Wraps for PB400/PB500 For 20-25 Utility Interceptor SKU : FK0400ITU20	1.00 EA	560.15	560.15
33	Setina door panels S TPO plastic, black for 20-25 Utility Interceptor SKU : DK0100ITU20	1.00 EA	279.65	279.65
34	Setina Dual Vertical Gun Rack with 2 X-Large Universal Locks and Handcuff Key SKU : GK10342UHK	1.00 EA	517.65	517.65
35	Setina Cargo Box - DSC- Drawer sliding with Combination Lock- BSC Base Sliding with Combination Lock for 21-24 Tahoe SKU : TK0248TAH21	1.00 EA	1,750.15	1,750.15
36	Setina cargo radio tray SKU : TPA9289	1.00 EA	331.49	331.49
37	Westin Tablet & Keyboard Mount w/ Two Telescoping Posts and Universal Display Bracket SKU : 500-0006	1.00 EA	454.91	454.91
38	GRAPHICS SKU : Graphics Graphics....Includes Install Charge NON reflective	1.00 EA	950.00	950.00
39	Two way radio antenna and cable SKU : Antenna	2.00 EA	125.00	250.00
40	Able 2 Multi Accessory Outlet with USB Port SKU : 14,0434	1.00 EA	42.84	42.84
41	Magnetic Mic SKU : MMSU-1	1.00 EA	39.95	39.95
42	Data control harness and cables SKU : Data control	1.00 EA	175.00	175.00
43	Misc. wires, connectors, supplies and hardware SKU : Misc. wires	1.00 EA	450.00	450.00
44	Labor - vehicle upfit SKU : Labor - vehicle upfit Install all listed items. Plus department supplied items listed above. Wire in and test	1.00	3,700.00	3,700.00
45	NOTE....This is an upgraded lighting system and will differ from departments current configuration.	1.00	0.00	0.00
Sub Total				26,892.58
Shipping charge				900.00

Total

\$27,792.58

Notes

Thank you for your business !!

****Remit to/Mailing Address****

12400 Beechlawn Ave.

Alliance, Ohio 44601

Terms & Conditions

Estimate is good for 30 days