



City of Willowick
CITY COUNCIL REGULAR MEETING

Tuesday, March 02, 2021 at 7:30 PM
City Council Chambers/ Webex

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

(Total meetings to date - 4)

PLEDGE ALLEGIANCE

INVOCATION

ROLL CALL OF COUNCIL

APPROVAL OF MINUTES

1. Motion to approve the minutes of the Regular City Council Meeting of February 16th, 2021.

APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS

ADMINISTRATIVE APPEALS

REPORTS & COMMUNICATIONS FROM THE MAYOR/SAFETY DIRECTOR

COUNCIL DISCUSSION OF THE MAYOR'S REPORT

GENERAL COMMUNICATIONS & REPORTS – Directors & Officials

Acting Service Director – Rich Regovich

Recreation Director – Julie Kless

City Engineer – Tim McLaughlin

Finance Director – Cheryl Benedict

Law Director – Stephanie Landgraf

Police Chief – Brian Turner

Fire Chief – Joe Tennyson

Chief Housing/Zoning Inspector – Sean Brennan

Economic Development Manager – Monica Drake

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 – Vanni, Bisbee, Koudela

Safety – Phares, Malta, Bisbee

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

Streets, Sidewalks & Sewers – Vanni, Malta, Antosh

Tax Compliance – Koudela, Antosh, Patton

Moral Claims – Antosh, Phares, Patton

Budget – Vanni, Koudela, Patton

LIAISON REPORTS

Planning – Phares/Alternate Koudela

Board of Zoning Appeals – Koudela/Alternate Vanni

Volunteer Fire Fighters' Dependents Fund Board – Antosh, Phares

Recreation Board – Bisbee/Alternate Phares

Plan Review Board – Antosh

Hearts & Hammers – Malta

FUND TRANSFERS & BID AUTHORIZATIONS

CONTRACT APPROVALS

INTRODUCTION & CONSIDERATION OF LEGISLATION

2. Ordinance No. 2021-9 (Finance Director)

An Ordinance to make appropriations for current expenses and other expenditures of the City of Willowick, State of Ohio, during the calendar year ending December 31, 2021, and declaring an emergency.

1st Reading - February 16, 2021

3. Ordinance No. 2021-10 (Law Director)

An Ordinance amending chapter 1182 of the Codified Ordinances of the City of Willowick, Ohio, titled "Flood Damage Prevention"; and declaring an emergency.

4. Ordinance No. 2021-11 (Law Director)

An Ordinance authorizing the Finance Director of the City to close the Woodmere Capital Improvement Fund (425), and declaring an emergency.

5. Ordinance No. 2021-12 (Law Director)

An Ordinance authorizing the Finance Director of the City to close the E. 329th Street Sewer Improvement Fund (426), and declaring an emergency.

6. Ordinance No. 2021-13 (Law Director)

An Ordinance authorizing the Finance Director of the City to close the Lakeshore Boulevard Capital Improvement Fund (427), and declaring an emergency.

7. Ordinance No. 2021-14 (Law Director)

An Ordinance authorizing the Finance Director of the City to close the E. 327th Street Sewer Improvement Fund (428), and declaring an emergency.

8. Resolution No. 2021-3 (Finance Director)

A Resolution to approve authorizations (Then and Now Certificate) to Chagrin Custom Stainless Inc. in the amount of \$9,800.00, for the City of Willowick, and declaring an emergency.

9. Resolution No. 2021-4 (Law Director)

A Resolution authorizing the City's contribution of an amount not to exceed one-thousand dollars (\$1,000.00) to the Lake County General Health District's COVID-19 Vaccination Clinic Program for the purchase of refreshments and/or other amenities, and declaring an emergency.

MISCELLANEOUS

10. Motion authorizing an expenditure to Ciuni and Panichi for the conversion of the City's cash basis statements to GAAP basis statements and compliance with GASB Statement No. 34 in the amount of \$27,050.

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

(Total meetings to date – 3)

The fourth meeting of Council of 2021 was called to order at 7:35 p.m. by Council President Patton. This is a virtual meeting with the same rules pursuant to guidelines of the Ohio Attorney General.

PLEDGE ALLEGIANCE

INVOCATION

ROLL CALL OF COUNCIL

PRESENT:

Ward 3 Councilman David Phares
 Council President Robert Patton
 Ward 1 Councilwoman Monica Koudela
 Ward 1 Councilman Michael Vanni
 Ward 2 Councilwoman Natalie Antosh
 Ward 2 Councilwoman Theresa Bisbee
 Ward 3 Councilman Charles Malta

Also Present: Mayor Regovich, Finance Director Benedict, Fire Chief Tennyson, Police Chief Turner, City Engineer Mclaughlin, Sewer Foreman Rob Gross, Law Director Landgraf, Economic Director Drake and Council Clerk Angie Trend. Recreation Director Kless and Chief Housing and Zoning Inspector Brennan were absent.

APPROVAL OF MINUTES

1. Motion to approve the minutes of the Regular City Council Meeting of February 2nd, 2021.

Motion made by Mr. Malta, seconded by Ms. Antosh to approve the minutes of the Regular City Council Meeting of February 2, 2021

Discussion: None.

Vote: All ayes. Motion carried.

APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS

None.

ADMINISTRATIVE APPEALS

None.

REPORTS & COMMUNICATIONS FROM THE MAYOR/SAFETY DIRECTOR

COVID vaccines are still coming into Lake County and most of them are going to the area pharmacies for distribution. There is no parking on the city streets when there are two or more inches of snow on the ground. Chipolte submitted paperwork with the Building Department for a space at the new construction in Shoregate Shopping Center and Starbucks has made an inquiry.

COUNCIL DISCUSSION OF THE MAYOR'S REPORT

None.

GENERAL COMMUNICATIONS & REPORTS – Directors & Officials**Acting Service Director – Rich Regovich**

Enterprise has been in contact with the City for the next round of new trucks that would be ready by next winter. Councilman Vanni stated that a snow removal company was out plowing residential areas before 6 a.m. Councilman Malta reported a sign at the corner of Clarmont and E. 305 St. with offensive words and also the sidewalk is blocked by snow. The Mayor will handle the complaints.

Recreation Director – Julie Kless

Written report submitted. Absent.

City Engineer – Tim McLaughlin

Written report submitted electronically.

Finance Director – Cheryl Benedict

No written report. The budget legislation is on the first reading tonight.

Council President Patton asked how much the Worker's Compensation premiums went up. Ms. Benedict stated \$50,000.00 annually.

Law Director – Stephanie Landgraf

No written report. Budget legislation, Ordinance No. 2021-9 has an emergency clause; however should be placed on three readings.

Councilman Phares inquired about legislation limiting the number of gaming centers in Willowick. Ms. Landgraf stated she will draft up legislation. Council President Patton inquired about the Sunshine Law and public requests. Ms. Landgraf stated the Ohio Sunshine Law only requires the City to produce any records that it has and maintains in it's regular course of business not to create any specific format or reports sought.

Police Chief – Brian Turner

No written report. There were several crime related incidents over the last few days in the city and neighboring cities where our officer's were able to apprehend some suspects.

Mayor Regovich wanted to recognize that Sgt. Bob Prochazka retired today after twenty-seven years of service with the City.

Fire Chief – Joe Tennyson

Written report submitted electronically.

Chief Housing/Zoning Inspector – Sean Brennan

No written report. Absent.

Economic Development Manager – Monica Drake

Ace Hardware has confirmed they will be expanding.

Councilman Vanni inquired about Northshore Mall and if it had been sold. The Mayor did not know if it had transferred yet but he as well as Ms. Drake will be reaching out to the new owner in the near future.

WARD MATTERS

Council President Patton wanted to address the fact that Worker's Compensation premiums have gone up to \$50,000 annually as the result of previous claims and could possibly be another \$100,000 over the next two years. This will affect the General Fund as was determined in the Budget Hearings.

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)

None.

REPORTS OF STANDING COMMITTEES**Finance – Vanni, Bisbee, Koudela**

No report.

Safety – Phares, Malta, Bisbee

No report.

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

No report.

Streets, Sidewalks & Sewers – Vanni, Malta, Antosh

No report.

Tax Compliance – Koudela, Antosh, Patton

No report.

Moral Claims – Antosh, Phares, Patton

No report.

Budget – Vanni, Koudela, Patton

Written report for the Budget Hearing was submitted electronically.

LIAISON REPORTS**Planning – Phares/Alternate Koudela**

No report.

Board of Zoning Appeals – Koudela/Alternate Vanni

No report.

Volunteer Fire Fighters' Dependents Fund Board – Antosh, Phares

No report.

Recreation Board – Bisbee/Alternate Phares

No report.

Plan Review Board – Antosh

Ms. Antosh reported that the Sprint store at Shoregate Mall is changing over to T-Mobile and will maintain the same management and employees. Ms. Antosh would also like to see a limit on the gaming centers in the City.

Hearts & Hammers – Malta

Mr. Malta reported the seventeen volunteers for Hearts & Hammers shoveled snow for sixty walkways for our senior residents.

FUND TRANSFERS & BID AUTHORIZATIONS

None.

CONTRACT APPROVALS

2. Motion authorizing the Mayor to enter into a contract with TruGreen Commercial Lawn Care for fertilization and weed control for all city properties in the amount of \$2,793.78.

Motion made by Ms. Antosh, seconded by Mr. Phares to authorize the Mayor to enter into a contract with TruGreen Commercial Lawn Care for fertilization and weed control for all city properties in the amount of \$2,793.78.

Discussion: None.

Vote: All ayes. Motion carried.

3. Motion to authorize the Mayor to enter into an Enterprise Software Agreement with City Force for software and technical support in the Building Department for a term of 5-years in the amount of \$5,400.00 annually. (*Amended from \$7,752.00*)

Motion made by Mr. Malta, seconded by Ms. Antosh to authorize the Mayor to enter into an Enterprise Software Agreement with City Force for software and technical support in the Building Department for a term of 5-years in the amount of \$5,400.00 annually. (*Amended from \$7,752.00*)

Discussion: None.

Vote: All ayes. Motion carried.

INTRODUCTION & CONSIDERATION OF LEGISLATION

4. Ordinance No. 2021-9 (Finance Director)

An Ordinance to make appropriations for current expenses and other expenditures of the City of Willowick, State of Ohio, during the calendar year ending December 31, 2021, and declaring an emergency.

Council President Patton placed Ordinance No. 2021-9 on the 1st reading.

MISCELLANEOUS

5. Motion authorizing the release of retainage in the amount of \$18,409.44 to Lake County Landscape & Supply Inc. for the Manry Park Exercise Trail Improvements.

Motion made by Mr. Phares, seconded by Ms. Antosh authorizing the release of retainage in the amount of \$18,409.44 to Lake County Landscape & Supply Inc. for the Manry Park Exercise Trail Improvements.

Discussion: None.

Vote: All ayes. Motion carried.

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)

None.

ADJOURN TO EXECUTIVE SESSION

Motion made by Mr. Malta, seconded by Ms. Antosh to adjourn to Executive Session to discuss employment and compensation of a public employee.

Discussion: None.

Vote: All ayes. Motion carried.

RETURN TO TABLE FROM EXECUTIVE SESSION

Motion made by Ms. Antosh, seconded by Mr. Vanni to return to the table from Executive Session.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Ms. Antosh, seconded by Mr. Phares to extend the Mayor's appointment as Temporary Service Director not to exceed one-hundred and eighty days, from March 1st, 2021.

Discussion: None.

Vote: All ayes. Motion carried.

ADJOURNMENT

Motion made by Mr. Malta, seconded by Ms. Antosh to adjourn.

Discussion: None.

Vote: All ayes. Motion carried.

Meeting adjourned at 9:05 p.m.

President of Council

Attest: _____

Clerk of Council

ORDINANCE NO. 2021 - 9

AN ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF WILLOWICK, STATE OF OHIO, DURING THE CALENDAR YEAR ENDING DECEMBER 31, 2021, AND DECLARING AN EMERGENCY.

SECTION 1. Be it ordained by the Council of the City of Willowick, State of Ohio, that to provide for the current expenses and other expenditures of said City of Willowick during the calendar year ending December 31, 2021, that the following sums be and they are hereby set aside and appropriated as follows:

SECTION 2. That there be appropriated from the General Fund:

GENERAL FUND**Security of Persons & Property****Safety Communications Dept.****Personal Services**

Wages - Clerk Dispatchers	101.100.5136	418,500.00
Wages - Overtime	101.100.5199	3,500.00
Total Salaries & Wages		422,000.00

Other

Hospitalization	101.100.5210	150,700.00
P. E. R. S.	101.100.5220	59,100.00
Medicare	101.100.5260	6,100.00
Uniform Allowance	101.100.5270	-
Schools & Training	101.100.5513	1,800.00
Total Other Expense		217,700.00
Total Safety Communications Department		639,700.00

Police Law Enforcement**Personal Services**

Wages - Police Officers	101.101.5135	1,908,600.00
Wages - School Guards	101.101.5137	18,500.00
Retirement Benefit Payout	101.101.5195	-
Wages - Overtime	101.101.5199	100,000.00
Total Wages and Salaries		2,027,100.00

Other

Hospitalization	101.101.5210	460,300.00
P. E. R. S.	101.101.5220	2,600.00
Police State Pension (Transfer)	101.101.5230	275,000.00
Medicare	101.101.5260	30,550.00
Uniform Allowance	101.101.5270	800.00
Telephone	101.101.5324	13,100.00
Insurance	101.101.5330	25,000.00
Gas & Oil	101.101.5420	30,000.00
Small Equip & Supplies	101.101.5430	17,100.00
Schools & Training	101.101.5513	10,500.00
Office Supplies	101.101.5521	8,700.00
Prisoner Care	101.101.5532	8,000.00
DARE Expenses	101.101.5534	-

Public Relations & Education	101.101.5535	1,400.00
Emergency 9-1-1	101.101.5560	4,600.00
Radio	101.101.5561	17,800.00
Maintenance & Repair	101.101.5564	34,900.00
Miscellaneous Expenses	101.101.5568	2,300.00
Capital Improvement	101.101.5600	-
Total Other Expense		942,650.00
Total Police Department		2,969,750.00

Fire Prevention & Inspection**Personal Services**

Wages - Director/Chief	101.102.5120	53,156.00
Wages - Firefighters & Officers	101.102.5138	803,302.50
Wages - Secretary	101.102.5191	25,660.00
Retirement Benefit Payout	101.102.5195	-
Wages - Overtime	101.102.5199	550.00
Total Wages & Salaries		882,668.50

Other

Hospitalization	101.102.5210	66,300.00
P. E. R. S.	101.102.5220	16,300.00
Police & Fire Pension	101.102.5230	12,920.00
Medicare	101.102.5260	12,920.00
Social Security	101.102.5265	43,100.00
Clothing - Original Issue	101.102.5271	19,250.00
Replacement Safety Clothing	101.102.5272	4,000.00
Telephone	101.102.5324	4,623.00
Insurance	101.102.5330	12,500.00
EMS Collection Fees	101.102.5385	15,000.00
Gas & Oil	101.102.5420	7,150.00
Small Equip & Supplies	101.102.5430	20,000.00
Vehicle Lease Payments	101.102.5434	3,050.00
Schools & Training	101.102.5513	8,250.00
Office Supplies	101.102.5521	4,500.00
Honor Guard	101.102.5533	-
Public Relations & Education	101.102.5535	2,000.00
Radio	101.102.5561	3,600.00
Maintenance & Repair	101.102.5564	23,100.00
Capital Imp. Fire	101.102.5611	-
Transfer for Fund 208	101.102.5901	-
Total Other Expense		278,563.00
Total Fire Department		1,161,231.50

Public Health & Welfare**Other**

Health District Charges	101.201.5392	140,000.00
Total Other Expense		140,000.00
Total Public Health & Welfare		140,000.00

Leisure Time Activities**Parks & Playgrounds****Personal Services**

Wages - Parks - Regular	101.301.5140	154,300.00
Wages - Summer Employees	101.301.5143	8,950.00
Retirement Benefit Payout	101.301.5195	-
Wages - Overtime	101.301.5199	11,000.00
Total Wages & Salaries		174,250.00

Other

Hospitalization	101.301.5210	65,900.00
Cobra Hospitalization	101.301.5211	-
P. E. R. S.	101.301.5220	24,500.00
Medicare	101.301.5260	2,600.00
Electricity & Heating	101.301.5320	56,000.00
Water	101.301.5322	7,000.00
Gas & Oil	101.301.5420	4,500.00
Small Equip & Supplies	101.301.5430	1,500.00
Vehicle Lease Payments	101.301.5434	10,650.00
Cleaning Supplies	101.301.5460	8,500.00
Park Repairs	101.301.5563	34,250.00
Maintenance & Repair	101.301.5564	1,000.00
Capital Improvements	101.301.5600	17,500.00
Total Other Expense		233,900.00
Total Parks Department		408,150.00

Swimming Pools**Personal Services**

Wages - Leisure & Regular	101.302.5150	98,000.00
Total Wages & Salaries		98,000.00
P.E.R.S.	101.302.5220	13,720.00
Medicare	101.302.5260	1,450.00
Water	101.302.5322	3,500.00
Small Equip & Supplies	101.302.5430	2,000.00
Swimming Pool Supplies	101.302.5451	3,500.00
Swimming Pool Chemicals	101.302.5452	10,000.00
Training	101.302.5513	1,000.00
Swimming Pool Repairs	101.302.5566	5,000.00
Total Other Expense		40,170.00
Total Swimming Pools		138,170.00

Recreation Programs (including Camp)**Personal Services**

Wages - Director/Chief	101.303.5120	86,320.00
Wages - Leisure - Regular	101.303.5150	70,000.00
Wages - Playground Supervisor	101.303.5151	65,000.00
Wages - Ball Diamond	101.303.5153	9,000.00
Wages - Secretary	101.303.5191	48,155.00
Wages - Overtime	101.303.5199	800.00
Total Wages & Salaries		279,275.00

Other

Hospitalization	101.303.5210	18,850.00
P. E. R. S.	101.303.5220	39,100.00
Medicare	101.303.5260	4,050.00
Insurance	101.303.5330	20,500.00
Contract Umpires	101.303.5350	1,000.00
Contract Officials	101.303.5351	5,000.00
Contract Instructors	101.303.5354	1,000.00
Small Equipment & Supplies	101.303.5430	7,000.00
League Supplies	101.303.5433	2,000.00
Fee Fund Supplies	101.303.5454	3,500.00
Recreation Program Supplies	101.303.5456	28,000.00
Concessions	101.303.5457	1,000.00
Youth Basketball Expenses	101.303.5458	5,000.00
Youth Baseball Expenses	101.303.5459	5,000.00
Paver Bricks Engraving	101.303.5470	200.00
Rib Festival	101.303.5482	-
Training	101.303.5513	1,500.00
Office Supplies	101.303.5521	9,500.00
Maintenance & Repair	101.303.5564	13,500.00
Capital Improvement	101.303.5600	60,000.00
Grant March	101.303.5602	-
Capital Improvement - Grant	101.303.5613	-
Total Other Expense		225,700.00
Total Recreation		504,975.00

Housing & Building Inspection

Wages - Director/Chief	101.401.5120	75,925.00
Wages - Housing Inspectors	101.401.5125	75,920.00
Wages - Secretary	101.401.5191	48,155.00
Retirement Benefit Payout	101.401.5195	-
Wages - Overtime	101.401.5199	500.00
Total Wages & Salaries		200,500.00

Other

Hospitalization	101.401.5210	49,200.00
P. E. R. S.	101.401.5220	28,100.00
Medicare	101.401.5260	2,925.00
Professional Services	101.401.5319	-
Telephone	101.401.5324	850.00
Contract Services	101.401.5354	10,000.00
Gas & Oil	101.401.5420	2,500.00
Small Equip & Supplies	101.401.5430	1,000.00
Schools & Training	101.401.5513	1,000.00
Office Supplies	101.401.5521	8,000.00
Maintenance & Repair	101.401.5564	9,000.00
Misc Expenses	101.401.5568	-
Capital Improvements	101.401.5600	-
Total Other Expense		112,575.00
Total Building Department		313,075.00

Vacant Property Inspection**Personal Services**

Wages - Vacant Property Inspector	101.403.5124	-
Total Wages & Salaries		-

Other

P. E. R. S.	101.403.5220	-
Medicare	101.403.5260	-
Telephone	101.403.5324	-
Gas & Oil	101.403.5420	-
Office Supplies	101.403.5521	-
Equipment Maintenance	101.403.5564	-
Total Other Expense		-
Total Vacant Property Inspection Department		-

Garbage & Refuse Collection**Other**

Yardwaste Disposal	101.501.5362	5,500.00
Curbside Recycling	101.501.5363	2,300.00
Total Other Expense		7,800.00
Total Refuse Collection		7,800.00

Transportation**Personal Services**

Wages - Regular	101.601.5140	153,950.00
Wages - Service Summer Employees	101.601.5143	-
Retire Benefit Payout	101.601.5195	-
Wages - Overtime	101.601.5199	6,500.00
Total Wages & Salaries		160,450.00

Other

Hospitalization	101.601.5210	50,200.00
P. E. R. S.	101.601.5220	22,500.00
Medicare	101.601.5260	2,400.00
Telephone	101.601.5324	720.00
Engineering Fees	101.601.5360	-
Sand - Gravel - Concrete	101.601.5410	-
Small Equipment & Supplies	101.601.5430	2,950.00
Tools	101.601.5440	6,500.00
Maintenance & Repair	101.601.5564	1,000.00
Capital Improvement	101.601.5600	11,000.00
Heavy Equipment Replacement	101.601.5601	-
Transfer to State Highway Imp.	101.601.5902	-
Total Other Expense		97,270.00
Total Transportation		257,720.00

Technology Dept.**Personal Services**

Wages - IT Director	101.700.5170	-
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Wages - Part Time	101.700.5198	2,290.00
Total Wages & Salaries		2,290.00
<u>Other</u>		
P. E. R. S.	101.700.5220	325.00
Medicare	101.700.5260	40.00
Professional Services	101.700.5319	15,000.00
Internet	101.700.5325	9,000.00
Network Equipment & Supplies	101.700.5431	7,000.00
Total Other Expense		31,365.00
Total Technology Dept.		33,655.00
<u>Mayor's Office</u>		
<u>Personal Services</u>		
Wages - Mayor	101.701.5105	24,000.00
Wages - Safety Director	101.701.5106	17,070.00
Wages - Secretary	101.701.5191	51,655.00
Wages - Overtime	101.701.5199	1,500.00
Total Wages & Salaries		94,225.00
<u>Other</u>		
Hospitalization	101.701.5210	27,950.00
P. E. R. S.	101.701.5220	13,200.00
Medicare	101.701.5260	1,425.00
Contract Services	101.701.5354	-
Small Equip & Supplies	101.701.5430	500.00
Schools & Training	101.701.5513	3,000.00
Total Other Expenses		46,075.00
Total Mayor's Office		140,300.00
<u>Finance Administration</u>		
<u>Personal Services</u>		
Wages - Director/Chief	101.702.5120	105,358.00
Wages - Finance Staff	101.702.5160	95,800.00
Retirement Benefit Payout	101.702.5195	-
Total Wages & Salaries		201,158.00
<u>Other</u>		
Hospitalization	101.702.5210	66,000.00
P. E. R. S.	101.702.5220	28,200.00
Medicare	101.702.5260	2,925.00
Contract Employees	101.702.5354	-
Bank Service Charges	101.702.5383	-
Small Equip & Supplies	101.702.5430	16,000.00
Schools & Training	101.702.5513	2,000.00
Capital Improvements	101.702.5600	-
Total Other Expense		115,125.00
Total Finance Department		316,283.00

Legal Administration**Personal Services**

Legal Retainer	101.703.5114	77,195.00
Total Wages & Salaries		77,195.00

Other

P. E. R. S.	101.703.5220	10,810.00
Medicare	101.703.5260	1,125.00
Legal Advertising	101.703.5310	4,000.00
Consulting Services	101.703.5318	30,000.00
Law Books & Periodicals	101.703.5512	500.00
Schools & Training	101.703.5513	500.00
Miscellaneous Expenses	101.703.5568	500.00
Total Other Expense		47,435.00
Total Legal Department		124,630.00

Administrative Support Service Dept.**Personal Services**

Wages - Director/Chief	101.704.5120	85,000.00
Wages - Secretary	101.704.5191	48,152.00
Wages - Overtime	101.704.5199	500.00
Total Wages & Salaries		133,652.00

Other

Hospitalization	101.704.5210	28,300.00
P. E. R. S.	101.704.5220	18,725.00
Medicare	101.704.5260	1,950.00
Uniforms	101.704.5270	18,000.00
Telephone	101.704.5324	1,800.00
Contract Services	101.704.5354	21,000.00
Gas & Oil	101.704.5420	8,000.00
Small Equip & Supplies	101.704.5430	7,700.00
Vehicle Lease Payments	101.704.5434	10,800.00
Schools & Training	101.704.5513	4,500.00
Office Supplies	101.704.5521	5,500.00
Radio	101.704.5561	2,000.00
Maintenance & Repair	101.704.5564	5,500.00
Stormwater Management	101.704.5604	9,000.00
Total Other Expense		142,775.00
Total Service Department		276,427.00

Legislative**Personal Services**

Wages - Council Salaries	101.705.5110	58,000.00
Wages - Council Clerk	101.705.5113	-
Total Wages & Salaries		58,000.00

Other

P. E. R. S.	101.705.5220	8,125.00
Medicare	101.705.5260	850.00

Small Equip & Supplies	101.705.5430	1,000.00
Total Other Expense		9,975.00
Total General Govt.		67,975.00
<u>Municipal Court Costs & Fees</u>		
<u>Other</u>		
Court Costs & Fees	101.706.5315	45,000.00
Jury & Witness Fees	101.706.5316	10.00
Total Other Expense		45,010.00
Total Municipal Court		45,010.00
<u>Civil Service Commission</u>		
<u>Other</u>		
Civil Service Operations	101.707.5317	20,000.00
Training	101.707.5513	500.00
Total Other Expense		20,500.00
Total Civil Service Commission Operations		20,500.00
<u>Lands & Buildings</u>		
<u>Personal Services</u>		
Wages - Regular	101.708.5140	42,785.00
Wages - Overtime	101.708.5199	2,000.00
Total Wages & Salaries		44,785.00
<u>Other</u>		
Hospitalization	101.708.5210	360.00
P. E. R. S.	101.708.5220	6,200.00
Medicare	101.708.5260	700.00
Electricity & Heating	101.708.5320	90,000.00
Water	101.708.5322	5,000.00
Landscaping Services	101.708.5352	30,000.00
Contract Cleaning Service	101.708.5353	-
Street Signs	101.708.5364	2,000.00
Small Equip & Supplies	101.708.5430	2,500.00
Cleaning Supplies	101.708.5460	15,000.00
Maintenance & Repair	101.708.5564	97,000.00
Capital Improvements	101.708.5600	-
Total Other Expense		248,760.00
Total Lands & Buildings		293,545.00
<u>Engineering</u>		
<u>Other</u>		
Engineering Fees	101.709.5360	50,600.00
Total Other Expense		50,600.00
Total Engineering Fees		50,600.00

County Auditor Deductions**Other**

State Auditors Fees	101.710.5380	52,000.00
County Treasurer Fees	101.710.5390	30,500.00
Workers Compensation	101.710.5391	120,000.00
County Election Fees	101.710.5393	4,200.00
County Delinquent Land Advertising	101.710.5394	500.00
Total Other Expense		207,200.00
Total County Auditor Deductions		207,200.00

Administrative Support**Other**

Contingent Liability	101.711.5220	5,000.00
Professional Services	101.711.5319	35,000.00
Telephone	101.711.5324	35,000.00
Insurance	101.711.5330	30,000.00
Unemployment Compensation	101.711.5331	5,000.00
Charge for Income Tax Collections	101.711.5340	105,000.00
Ohio Municipal League	101.711.5371	2,500.00
Codification	101.711.5372	6,000.00
Land Acquisitions	101.711.5375	-
Small Equip & Supplies	101.711.5430	5,000.00
Network Equip & Supplies	101.711.5431	-
Schools & Training	101.711.5513	-
BWC Grant Expenses	101.711.5516	-
Office Supplies	101.711.5521	25,000.00
Miscellaneous Expenses	101.711.5568	4,000.00
Capital Improvements	101.711.5600	-
Transfer to Fund 301	101.711.5904	-
Transfer to Fund 401	101.711.5905	-
Transfer to Fund 220	101.711.5906	-
Transfer to Fund 218	101.711.5909	-
Transfer to Fund 211	101.711.5913	-
Transfer to Fund 213	101.711.5916	-
Transfer to Fund 222	101.711.5920	-
Transfer to Fund 240	101.711.5921	-
Transfer to Fund 230	101.711.5923	-
Transfer to Fund 420	101.711.5924	-
Transfer to Fund 225	101.711.5925	-
Transfer to Fund 227	101.711.5934	201,404.00
Refunds	101.711.5971	8,000.00
Unclaimed Funds	101.711.5972	2,000.00
Advance Fund 214	101.711.5975	-
Advance Fund 213	101.711.5976	-
Advance Fund 223	101.711.5989	-
Advance Fund 205	101.711.5990	-
Advance Fund 224	101.711.5992	-
Advance Fund 225	101.711.5993	-
Advance Fund 420	101.711.5998	-
Total Other Expense		468,904.00
Total Administrative Support		468,904.00

Public Relations

Public Relations	101.713.5535	-
Total Public Relations		-

Economic Development

Professional Services	101.714.5319	32,000.00
Total Economic Development		32,000.00

TOTAL GENERAL FUND: 8,617,600.50

SECTION 3. That there be appropriated from the Street Construction, Maintenance & Repair Fund:

SCM&R FUND**Personal Services**

Wages - Summer Employment	202.601.5143	-
Wages - Service - Regular	202.601.5185	278,850.00
Retirement Benefit Payout	202.601.5195	-
Wages - Overtime	202.601.5199	12,000.00
Total Wages & Salaries		290,850.00

Other

Hospitalization	202.601.5210	114,325.00
P. E. R. S.	202.601.5220	40,800.00
Medicare	202.601.5260	4,250.00
Street Signs	202.601.5364	11,000.00
Freeway Maintenance	202.601.5366	36,900.00
Street Resurface & Repair	202.601.5367	18,000.00
Street Lining	202.601.5368	-
Small Equipment & Supplies	202.601.5430	1,500.00
Vehicle Lease Payments	202.601.5434	10,650.00
Tools	202.601.5440	1,500.00
Maintenance & Repair	202.601.5564	16,000.00
Contract Construction	202.601.5600	-
Heavy Equipment Replacement	202.601.5601	69,000.00
Note Principal	202.711.5703	-
Note Interest	202.711.5704	-
Total Other Expense		323,925.00
TOTAL SCM&R FUND		614,775.00

SECTION 4. That there be appropriated from the State Highway Fund:

STATE HIGHWAY IMPROVEMENT FUND**Other**

Road Salt	203.601.5465	75,000.00
Total Other Expense		75,000.00
TOTAL STATE HIGHWAY IMPROVEMENT FUND		75,000.00

SECTION 5. That there be appropriated from the Street Lighting Fund:

STREET LIGHTING FUND**Other**

Street Lighting	204.502.5326	220,000.00
Engineering Fees	204.502.5360	-
County Treasurer Fees	204.502.5390	2,150.00
Small Equipment & Supplies	204.502.5430	1,000.00
Equipment Maintenance	204.502.5564	-
Capital Improvement	204.502.5600	-
Total Other Expense		223,150.00
TOTAL STREET LIGHTING FUND		223,150.00

SECTION 6. That there be appropriated from the Sewer Disposal Water Pollution Control Fund (Sewer Revenue):

SEWER REVENUE FUND**Personal Services**

Wages - Regular	205.503.5140	293,500.00
Wages - Summer Employees	205.503.5143	-
Retirement Benefit Payout	205.503.5195	-
Wages - Overtime	205.503.5199	10,000.00
Total Wages & Salaries		303,500.00

Other

Hospitalization	205.503.5210	116,950.00
P. E. R. S.	205.503.5220	42,500.00
Medicare	205.503.5260	3,450.00
Wickliffe Sewer Charges	205.503.5323	41,000.00
Insurance	205.503.5330	12,000.00
Contract Services	205.503.5354	-
Euclid Disposal Plant	205.503.5361	2,000,000.00
Sewer Maintenance	205.503.5367	60,000.00
Lake County Billing Fees	205.503.5382	105,000.00
County Treasurer Fees	205.503.5390	13,000.00
Gas & Oil	205.503.5420	12,000.00
Small Equipment & Supplies	205.503.5430	2,750.00
Vehicle Lease Payments	205.503.5434	10,650.00
Schools & Training	205.503.5513	3,750.00
Maintenance & Repair	205.503.5564	8,000.00
Miscellaneous Expenses	205.503.5568	-
Sewer Lateral Repairs	205.503.5569	-
Capital Improvements	205.503.5600	-
General Refunds	205.503.5971	1,000.00
Engineering Fees	205.709.5360	50,000.00
Note Principal	205.711.5703	103,649.28
Note Interest	205.711.5704	1,600.00
Transfer to Fund 422	205.711.5919	54,895.00
Return of Advance to Fund 101	205.711.5977	-
Transfer to Fund 426	205.908.5930	-
Transfer to Fund 428	205.911.5932	-
Transfer to Fund 429	205.912.5933	-
Total Other Expense		2,642,194.28
TOTAL SEWER REVENUE FUND		2,945,694.28

SECTION 7. That there be appropriated from the Police & Fire Capital Improvement Fund:

POLICE & FIRE CAPITAL IMPROVEMENT FUND

Other

Small Equipment - Police	207.101.5430	35,000.00
Capital Improvements - Police	207.101.5610	36,000.00
Lease Principal-Police	207.101.5703	49,000.00
Lease Interest-Police	207.101.5704	1,600.00
Small Equipment - Fire	207.102.5430	42,500.00
Capital Improvements - Fire	207.102.5611	12,000.00
County Treasurer Fees	207.710.5390	3,000.00
Note Principal-Fire	207.711.5703	59,900.00
Note Interest-Fire	207.711.5704	6,400.00
Transfer to Fund 301	207.711.5904	-
Transfer to Fund 223	207.711.5989	-
Total Other Expense		245,400.00
TOTAL POLICE & FIRE CAPITAL FUND		245,400.00

SECTION 8. That there be appropriated from the Fire Emergency Rescue Fund:

FIRE EMERGENCY RESCUE FUND

Personal Services

Wages - Director/Chief	208.102.5120	43,491.00
Wages - Firefighters & Officers	208.102.5138	657,250.00
Wages - Secretary	208.102.5191	20,995.00
Retirement Benefit Payout	208.102.5195	-
Wages - Overtime	208.102.5199	450.00
Total Wages & Salaries		722,186.00

Other

Hospitalization	208.102.5210	54,300.00
P. E. R. S.	208.102.5220	14,165.00
Police & Fire Pension	208.102.5230	10,570.00
Medicare	208.102.5260	10,520.00
Social Security	208.102.5265	35,400.00
Clothing - Original Issue	208.102.5271	15,750.00
Replacement Safety Clothing	208.102.5272	3,000.00
Telephone	208.102.5324	3,700.00
Insurance	208.102.5330	10,000.00
Engineering Fees	208.102.5360	-
EMS Collection Fees	208.102.5385	12,300.00
County Treasurer Fees	208.102.5390	8,000.00
Gas & Oil	208.102.5420	5,850.00
Small Equipment & Supplies	208.102.5430	16,250.00
Vehicle Lease Payments	208.102.5434	2,500.00
Schools & Training	208.102.5513	6,750.00
EMS Grant Expenses	208.102.5515	-
Office Supplies	208.102.5521	3,700.00
Radio	208.102.5561	3,000.00
Maintenance & Repair	208.102.5564	18,900.00

Capital Improvements	208.102.5600	-
Total Other Expense		234,655.00
TOTAL FIRE EMERGENCY RESCUE FUND		956,841.00

SECTION 9. That there be appropriated from the Sanitary & Sewer Lateral Levy Fund:

SANITARY & STORM SEWER LATERAL LEVY FUND

Personal Services

Wages - Regular	211.503.5140	-
Wages - Overtime	211.503.5199	-
Total Wages & Salaries		-

Other

P. E. R. S.	211.503.5220	-
Medicare	211.503.5260	-
Engineering	211.503.5360	30,000.00
County Treasurer's Fees	211.503.5390	1,500.00
Sewer Lateral Repairs	211.503.5569	250,000.00
Capital Improvements	211.503.5600	-
Total Other Expense		281,500.00
TOTAL SANITARY & STORM SEWER LATERAL LEVY FUND		281,500.00

SECTION 10. That there be appropriated from the Street Improvement Levy Fund:

STREET IMPROVEMENT LEVY FUND

Other

Engineering Fees	213.601.5360	20,000.00
Street Resurfacing & Repair	213.601.5367	180,000.00
Street Lining	213.601.5368	-
Miscellaneous Expenses	213.601.5568	-
Legal Fees	213.711.5318	-
County Treasurer Fees	213.711.5390	8,550.00
Return Advance Fund 101	213.711.5977	-
Engineering Fees-'18 Road Program OPWC	213.910.5360	-
Street Resurfacing-'18 Road Program OPWC	213.910.5367	-
Transfer-Fund 429	213.912.5933	-
Engineering Fees-2020 Road Program OPWC	213.914.5360	75,000.00
Street Resurfacing-2020 Road Program OPWC	213.914.5367	675,000.00
Total Other Expense		958,550.00
TOTAL STREET IMPROVEMENT LEVY FUND		958,550.00

SECTION 11. That there be appropriated from the Recreation Improvement Levy Fund:

RECREATION IMPROVEMENT LEVY FUND

Other

Maintenance & Repair	214.302.5564	-
Miscellaneous Expenses	214.302.5568	-
Pool Capital Improvements	214.302.5614	-
Small Equip & Supplies	214.303.5430	-
Miscellaneous Expenses	214.303.5568	-
Recreation Capital Improvements	214.303.5600	85,000.00

Engineering	214.709.5360	15,000.00
Legal Fees	214.711.5318	-
County Treasurer Fees	214.711.5390	800.00
Return of Advance to Fund 101	214.711.5977	-
Total Other Expense		100,800.00
TOTAL RECREATION IMPROVEMENT LEVY FUND		100,800.00

SECTION 12. That there be appropriated from the Permissive License Fee Fund:

PERMISSIVE LICENSE FEE FUND

Other

Traffic Signals	215.601.5326	20,000.00
Traffic Lights	215.601.5328	16,000.00
Insurance	215.601.5330	9,000.00
Engineering	215.601.5360	-
Street Signs	215.601.5364	3,000.00
Street Resurface & Repair	215.601.5367	46,000.00
Street Lining	215.601.5368	5,000.00
Gas & Oil	215.601.5420	12,000.00
Equipment Maintenance	215.601.5564	-
Miscellaneous Expenses	215.601.5568	-
Capital Improvement	215.601.5600	-
Total Other Expense		111,000.00
TOTAL PERMISSIVE LICENSE FEE FUND		111,000.00

SECTION 13. That there be appropriated from the DUI Education & Enforcement Fund:

DUI EDUCATION & ENFORCEMENT FUND

Other

DUI Education & Enforcement	217.101.5530	1,300.00
Capital Improvement	217.101.5600	-
Total Other Expense		1,300.00
TOTAL DUI EDUCATION & ENFORCEMENT FUND		1,300.00

SECTION 14. That there be appropriated from the Drug Law Enforcement Fund:

DRUG LAW ENFORCEMENT FUND

Other

Equipment & Supplies	218.101.5430	200.00
Training	218.101.5513	500.00
Capital Equipment	218.101.5600	-
Total Other Expense		700.00
TOTAL DRUG LAW ENFORCEMENT FUND		700.00

SECTION 15. That there be appropriated from the Senior Citizens Center Fund:

SENIOR CITIZENS CENTER FUND

Personal Services

Wages	220.304.5120	43,000.00
Retirement Benefit Payout	220.304.5195	-

Wages - Part Time	220.304.5198	20,000.00
Total Wages & Salaries		63,000.00

Other

Hospitalization	220.304.5210	75.00
P. E. R. S.	220.304.5220	8,820.00
Medicare	220.304.5260	950.00
Electricity & Heating	220.304.5320	4,000.00
Gas & Oil	220.304.5420	500.00
Small Equip & Supplies	220.304.5430	1,000.00
Program Supplies	220.304.5453	3,000.00
Office Supplies	220.304.5521	4,000.00
Maintenance & Repair	220.304.5564	2,500.00
United Way Expenses	220.304.5567	-
Capital Improvement	220.304.5600	-
Levy Fund	220.304.5603	30,000.00
Total Other Expense		54,845.00
TOTAL SENIOR CITIZENS CENTER FUND		117,845.00

SECTION 16. That there be appropriated from the Emergency Management Fund:

EMERGENCY MANAGEMENT FUND**Other**

Transfer to Fund 208	221.711.5901	-
Transfer to Fund 202	221.711.5903	-
Transfer to Fund 205	221.711.5907	-
Transfer to Fund 101	221.711.5911	-
Transfer to Fund 221	221.711.5924	-
Total Other Expense		-
TOTAL EMERGENCY MANAGEMENT FUND		-

SECTION 17. That there be appropriated from the Homeland Security Grant Fund:

HOMELAND SECURITY GRANT FUND**Other**

Small Equip & Supplies	223.102.5430	-
Capital Improvement	223.102.5600	-
Return of Advance to Fund 101	223.711.5977	-
Return of Advance to Fund 207	223.711.5980	-
Total Other Expense		-
TOTAL HOMELAND SECURITY GRANT FUND		-

SECTION 18. That there be appropriated from the Community Block Grant Fund:

COMMUNITY BLOCK GRANT FUND**Other**

Return of Advance to 101	224.711.5977	-
CDBG - Hearts & Hammers	224.950.5517	-
Professional Services	224.951.5319	-
Total Other Expense		-
TOTAL COMMUNITY BLOCK GRANT FUND		-

SECTION 19. That there be appropriated from the Lakefront Connectivity & Downtown Redevelopment Grant Fund:

LAKEFRONT CONNECTIVITY & DOWNTOWN REDEVELOPMENT GRANT FUND

Other

Professional Services	225.711.5319	-
Return of Advance to Fund 101	225.711.5977	20,570.00
Total Other Expense		20,570.00
TOTAL LAKEFRONT CONNECTIVITY & DOWNTOWN GRANT FUND		20,570.00

SECTION 20. That there be appropriated from the Coronavirus Relief Grant Fund:

CORONAVIRUS RELIEF GRANT FUND

Personal Services

Wages	226.715.5140	-
Wages - Part Time	226.715.5199	-
Total Wages & Salaries		-

Other

P.E.R.S	226.715.5220	-
Police Pension-City	226.715.5230	-
Medicare	226.715.5260	-
Social Security	226.715.5265	-
Professional Services	226.715.5319	-
Unemployment	226.715.5331	-
Small Equipment & Supplies	226.715.5430	-
Network Equipment & Supplies	226.715.5431	-
Cleaning Supplies	226.715.5460	-
Office Supplies	226.715.5513	-
Small Business Grants	226.715.5568	-
Capital Improvements	226.715.5600	-
Total Other Expense		-
TOTAL CORONAVIRUS RELIEF GRANT FUND		-

SECTION 21. That there be appropriated from the NOPEC Grant Fund:

NOPEC GRANT FUND

Other

Engineering Fees	227.709.5360	51,000.00
Capital Improvements	227.711.5600	300,000.00
Total Other Expense		351,000.00
TOTAL NOPEC GRANT FUND		351,000.00

SECTION 22. That there be appropriated from the Law Enforcement Trust Fund:

LAW ENFORCEMENT TRUST FUND

Other

Small Equip & Supplies	230.101.5430	-
Miscellaneous Expenses	230.101.5568	-
Capital Imp. - Police	230.101.5600	-

Total Other Expense		-
TOTAL LAW ENFORCEMENT TRUST FUND		-

SECTION 23. That there be appropriated from the Law Enforcement Cont. Training Fund:

LAW ENFORCEMENT CONT. TRAINING FUND

Other

Schools & Training	232.101.5513	102.07
Total Other Expense		102.07
TOTAL LAW ENFORCEMENT CONT. TRAINING FUND		102.07

SECTION 24. That there be appropriated from the Earned Benefits Fund:

EARNED BENEFITS FUND

Other

Retirement Benefit Payout-Police	240.101.5195	103,000.00
Retirement Benefit Payout-Parks	240.301.5195	-
Retirement Benefit Payout-Building	240.401.5195	-
Retirement Benefit Payout-Mayor's Office	240.701.5195	5,000.00
Retirement Benefit Payout-Finance	240.702.5195	-
Total Other Expense		108,000.00
TOTAL EARNED BENEFITS FUND		108,000.00

SECTION 25. That there be appropriated from the Fire Loss Claims Fund:

FIRE LOSS CLAIMS FUND

Other

Miscellaneous Expenses	241.711.5568	29,038.47
Total Other Expense		29,038.47
TOTAL FIRE LOSS CLAIMS FUND		29,038.47

SECTION 26. That there be appropriated from the Bond Retirement Fund:

BOND RETIREMENT FUND

Other

Legal Fees	301.711.5318	-
Registrar Fees	301.711.5384	-
County Treasurer Fees	301.711.5390	500.00
Bond Principal	301.711.5701	-
Bond Interest	301.711.5702	-
Note Principal	301.711.5703	34,068.00
Note Interest	301.711.5704	-
Total Other Expense		34,568.00
TOTAL BOND RETIREMENT FUND		34,568.00

SECTION 27. That there be appropriated from the Municipal Tax Increment Equiv. Fund:

MUNICIPAL TAX INCREMENT EQUIV. FUND

Other

County Treasurer Fees	302.710.5390	4,200.00
Legal Fees	302.711.5318	4,000.00
Miscellaneous Expenses	302.711.5568	-
Capital Improvement	302.711.5600	-
Note Principal	302.711.5703	200,000.00
Note Interest	302.711.5704	4,000.00
PILOT Reimbursement to W/E Schools	302.711.5720	160,000.00
Total Other Expense		372,200.00
TOTAL MUNICIPAL TAX INCREMENT EQUIV. FUND		372,200.00

SECTION 28. That there be appropriated from the Capital Improvement Fund:

CAPITAL IMPROVEMENT FUND

Other

Capital Improvement - General Admin.	401.711.5600	-
Capital Improvement - Police Dept.	401.711.5610	-
Capital Improvement - Fire Dept.	401.711.5611	-
Capital Improvement - Service Dept.	401.711.5612	-
Capital Improvement - Recreation Dept.	401.711.5614	-
Transfer to Fund 301	401.711.5904	-
Total Other Expense		-
TOTAL CAPITAL IMPROVEMENT FUND		-

SECTION 29. That there be appropriated from the Stormwater Management Capital Improvement Fund:

STORMWATER MANAGEMENT CAPITAL IMPROVEMENT FUND

Other

Engineering Fees	420.711.5360	-
Capital improvements	420.711.5600	45,000.00
Total Other Expense		45,000.00
TOTAL STORMWATER MANAGEMENT CAPITAL IMP. FUND		45,000.00

SECTION 30. That there be appropriated from the Sanitary Sewer Capital Improvement Fund:

SANITARY SEWER CAPITAL IMPROVEMENT FUND

Other

Capital Improvements	422.503.5600	-
Engineering Fees	422.709.5360	-
Legal Fees	422.711.5318	3,000.00
Note Principal	422.711.5703	273,435.00
Note Interest	422.711.5704	5,460.00
Total Other Expense		281,895.00
TOTAL SANITARY SEWER CAPITAL IMPROVEMENT FUND		281,895.00

SECTION 31. That there be appropriated from the Police Pension Fund:

POLICE PENSION FUND

Other

Police Pension City Liability	801.101.5230	400,000.00
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County Treasurer Fees	801.101.5390	1,000.00
Total Other Expense		401,000.00
TOTAL POLICE PENSION FUND		401,000.00

SECTION 32. That there be appropriated from the Security Deposits Fund:

SECURITY DEPOSITS FUND

Other

Engineering Fees	802.711.5360	21,000.00
Deposit Refunds	802.711.5970	15,000.00
Unclaimed Funds	802.711.5972	2,000.00
Total Other Expense		38,000.00
TOTAL SECURITY DEPOSIT FUND		38,000.00

SECTION 33. That there be appropriated from the Donations & Bequests Fund:

Other

Donation Purchases	803.811.5800	25,000.00
Total Donations & Bequests Fund		25,000.00
TOTAL DONATIONS & BEQUESTS FUND:		25,000.00

TOTAL ALL FUNDS **16,956,529.32**

SECTION 34. That the Finance Director is hereby authorized to make expenditures or payments from any of the foregoing appropriations upon receiving proper certification and vouchers therefore, approved by the Board of Officers authorized by law to approve the same, or an Ordinance or Resolution of Council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or ordinance.

SECTION 35. 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 Section 3.12 of the Charter of the City of Willowick and Section 121.22 of the Ohio Revised Code.

SECTION 36. That the Clerk of Council be and she is hereby requested to deliver a certified copy of this Ordinance to the Lake County Auditor.

SECTION 37. That this Ordinance is hereby declared and determined to be an emergency measure necessary for the preservation of the public peace, health and safety of said City for the reason that immediate provision must be made for the appropriation herein provided for and it shall, therefore, be in effect immediately upon its approval by the Mayor of the City.

PASSED: _____, 2021

Submitted to the Mayor for his approval
on _____, 2021

ATTEST:

Council President

Approved by the Mayor on _____, 2021

Clerk of Council

Mayor

ORDINANCE NO. 2021-10

AN ORDINANCE AMENDING CHAPTER 1182 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, OHIO, TITLED “FLOOD DAMAGE PREVENTION”; AND DECLARING AN EMERGENCY.

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

Section 1. Chapter 1182 of the Codified Ordinances of the City of Willowick, Ohio titled “FLOOD DAMAGE PREVENTION” is hereby amended to read and provide as follows:

1182.01 STATEMENT OF PURPOSE.

- (a) It is the purpose of these regulations to promote the public health, safety and general welfare, and to:
- (1) Protect human life and health;
 - (2) Minimize expenditure of public money for costly flood control projects;
 - (3) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
 - (4) Minimize prolonged business interruptions;
 - (5) Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in areas of special flood hazard;
 - (6) Help maintain a stable tax base by providing for the proper use and development of areas of special flood hazard so as to protect property and minimize further flood blight areas;
 - (7) Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions;
 - (8) Minimize the impact of development on adjacent properties within the near flood prone areas;
 - (9) Ensure that the flood storage and conveyance functions of the floodplain are maintained;
 - (10) Minimize the impact of development on the natural, beneficial values of the floodplain;
 - (11) Prevent floodplain uses that are either hazardous or environmentally incompatible; and
 - (12) Meet community participation requirements of the National Flood Insurance Program.
- (b) In order to accomplish its purposes, these regulations include methods and provisions for:
- (1) Restricting or prohibiting uses which are dangerous to health, safety, and property due to water hazards, or which result in damaging increases in flood heights or velocities;
 - (2) Requiring that uses vulnerable to floods, including facilities, which serve such uses, be protected against flood damage at the time of initial construction;
 - (3) Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel flood waters;

(4) Controlling filing, grading, dredging, excavating, and other development which may increase flood damage; and

(5) Preventing or regulating the construction of flood barriers, which will unnaturally divert flood, waters or which may increase flood hazards in other areas.

(c) These regulations shall apply to all areas of special flood hazard within the jurisdiction of the City of Willowick, including any additional areas of special flood hazard annexed by the City of Willowick, as identified in subsection (d) of this section.

(d) For the purposes of these regulations, the following studies and/or maps are adopted:

(1) Flood Insurance Study, Lake County, Ohio and incorporated areas and Flood Insurance Rate Map, Lake County and incorporated areas both effective February 3, 2010.

(2) Any hydrologic and hydraulic engineering analysis authored by a registered Professional Engineer in the State of Ohio which has been approved by the City of Willowick as required by Section [1182.04\(c\)](#), Subdivisions and Large Scale Developments.

(3) Any revisions to the aforementioned maps and/or studies are hereby adopted by reference and declared to be a part of these regulations. Such maps and/or studies are on file at Willowick City Hall, 30435 Lakeshore Boulevard, Willowick, Ohio 44095.

(e) These regulations are not intended to repeal any existing ordinances including subdivision regulations, zoning or building codes. In the event of a conflict between these regulations and any other ordinance, the more restrictive shall be followed. ~~These regulations shall not impair any deed restriction covenant or easement but the land subject to such interests shall also be governed by the regulations. These regulations are not intended to repeal, abrogate or impair any existing easements, covenants or deed restrictions. However, where this ordinance and another ordinance, easement or covenant or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.~~

(f) In the interpretation and application of these regulations, all provisions shall be:

(1) Considered as minimum requirements;

(2) Liberally construed in favor of the governing body; and

(3) Deemed neither to limit nor repeal any other powers granted under state statutes. Where a provision of these regulations may be in conflict with a state or federal law, such state or federal law shall take precedence over these regulations.

(g) The degree of flood protection required by these regulations is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man made or natural causes. These regulations do not imply that land outside the areas of special flood hazard or uses permitted within such areas will be free from flooding or flood damage. These regulations shall not create liability on the part of the City of Willowick, any officer or employee thereof, or the Federal Emergency Management Agency, for any flood damage that results from reliance on these regulations or any administrative decision lawfully made thereunder.

(h) Should any section or provision of these regulations be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the regulations as a whole, or any part thereof other than the part so declared to be unconstitutional or invalid.

1182.02 DEFINITIONS.

Unless specifically defined below, words or phrases used in these regulations shall be interpreted so as to give them the meaning they have in common usage and to give these regulations the most reasonable application.

- (a) “Accessory Structure.” A structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal structure.
- (b) “Appeal.” A request for review of the floodplain administrator's interpretation of any provision of these regulations or a request for a variance.
- (c) “Base Flood.” The flood having a one percent chance of being equaled or exceeded in any given year. The base flood may also be referred to as the one percent chance annual flood or 100-year flood.
- (d) “Base (100 Year) Flood Elevation (BFE).” The water surface elevation of the base flood in relation to a specified datum, usually the National Geodetic Vertical Datum of 1929 or the North American Vertical Datum of 1988, and usually expressed in Feet Mean Sea Level (MSL). In Zone AO areas, the base flood elevation is the **lowest adjacent** natural grade elevation plus the depth number (from 1 to 3 feet).
- (e) “Basement.” Any area of the building having its floor subgrade (below ground level) on all sides.
- (f) **“Breakaway Wall.” A wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.**
- (g) **“Coastal High Hazard Area.” An area of special flood hazard extending from offshore to the inland limit of a primary frontal dune along an open coast, and any other area subject to high velocity wave action from storms or seismic sources. A coastal high hazard area is identified on the City’s FIRM by the designation of Zone VE.**
- (h) “Development.” Any manmade change to improved or unimproved real estate, including, but not limited to, buildings or other structure, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.
- (i) “Enclosed Below the Lowest Floor - See “Lowest Floor.”
- (j) “Executive Order 11988 (Floodplain Management).” Issued by President Carter in 1977, this order requires that no federally assisted activities be conducted in or have the potential to affect identified special flood hazard areas, unless there is no practicable alternative.
- (k) “Federal Emergency Management Agency (FEMA).” The agency with the overall responsibility for administering the National Flood Insurance Program.
- (l) “Fill.” A deposit of earth material placed by artificial means.
- (m) “Flood or Flooding.” The general and temporary condition of partial or complete inundation of normally dry land areas from:
- (1) The overflow of inland or tidal waters, and/or
 - (2) The unusual and rapid accumulation or runoff of surface waters from any source.
- (n) “Flood Hazard Boundary Map (FHBM).” Usually the initial map, produced by the Federal Emergency Management Agency, or U.S. Department of Housing and Urban Development has delineated the areas of special flood hazard.
- (o) “Flood Insurance Rate Map (FIRM) - An official map on which the Federal Emergency Management Agency or the U.S. Department of Housing and Urban Development has delineated the areas of special flood hazard.
- (p) “Flood Insurance Risk Zones.” Zone designations on FHBMs and FIRMs that indicate the magnitude of the flood hazard in specific areas of a community. Following are the zone definitions:

(1) Zone A: Special flood hazard areas inundated by the 100-year flood **in any given year**; base flood elevations are not determined.

(2) Zones A1-30 and Zone AE: Special flood hazard areas inundated by the 100-year flood **in any given year**; base flood elevations are determined.

(3) Zone AO: Special flood hazard areas inundated by the 100-year flood **in any given year**; with flood depths of one to three feet (usually sheet flow on sloping terrain); average depths are determined.

(4) Zone AH: Special flood hazard areas inundated by the 100-year flood **in any given year**; flood depths of one to three feet (usually areas of ponding); base flood elevations are determined.

(5) Zone A99: Special flood hazard areas inundated by the 100-year flood with average depths of less than one foot or with contributing drainage area less than one square mile; and areas protected by levees from the base flood.

(6) Zone C and Zone X (unshaded): Areas determined to be outside the 500-year floodplain.

(7) Zone V: Coastal special flood hazard area subject to a 100-year flood from velocity hazard (wave action); base flood elevations are not determined.

(8) Zone VE and V1-30: Coastal special flood hazard area subject to a 100-year from velocity hazard (wave action); base flood elevations are determined.

(q) “Flood Insurance Studies (FIS).” The official report in which the Federal Emergency Management Agency or the U.S. Department of Housing and Urban Development has provided flood profiles, floodway boundaries (sometimes shown on Flood Boundary and Floodway Maps), and the water surface elevations of the base flood.

(r) “Floodproofing.” Any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

(s) “Flood Protection Elevation.” The Flood Protection Elevation, or FPE, is the base flood elevation plus two feet of freeboard. In areas where no base flood elevations exist from any authoritative source, the flood protection elevation can be historical flood elevations, or base flood elevations determined and/or approved by the Floodplain Administrator.

(t) “Floodway.” A floodway is the channel of a river or other watercourse and the adjacent land areas that have been reserved in order to pass the base flood discharge. A floodway is typically determined through a hydraulic and hydrologic engineering analysis such that the cumulative increase in the water surface elevation of the base flood discharge is no more than a designated height. In no case shall the designated height be more than one foot at any point within the community. The floodway is an extremely hazardous area, and is usually characterized by any of the following: Moderate to high velocity flood waters, high potential for debris and projectile impacts, and moderate to high erosion forces.

(u) “Freeboard.” A factor of safety usually expressed in feet above a flood level for the purposes of floodplain management. Freeboard tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, obstructed bridge openings, debris and ice jams, and the hydrologic effect of urbanization in a watershed.

(v) “Historic structure.” Any structure that is:

(1) Listed individually in the National Register of Historic Places (a listing maintained by the U. S. Department of the Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listings on the National Register;

(2) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

(3) Individually listed on the State of Ohio's inventory of historic places maintained by the Ohio Historic Preservation Office.

(4) Individually listed on the inventory of historic places maintained by the Lake County Historical Society's historic preservation program is certified by the Ohio Historic Preservation Office.

(w) "Hydrologic and hydraulic engineering analysis." An analysis performed by a professional engineer, registered in the State of Ohio, in accordance with standard engineering practices as accepted by FEMA, used to determine flood elevations and/or floodway boundaries.

(x) "Letter of Map Change (LOMC)." A Letter of Map Change is an office FEMA determination, by letter, to amend or revise effective Flood Insurance Rate Maps, Flood Boundary and Floodway Maps, and Flood Insurance Studies. LOMCs are broken down into the following categories:

(1) Letter of Map Amendment (LOMA) — A revision based on technical data showing that a property was incorrectly included in a designated special flood hazard area. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific property is not located in a special flood hazard area.

(2) Letter of Map Revision (LOMR) - A revision based on technical data that, usually due to manmade changes, shows changes to flood zones, flood elevations, floodplain and floodway delineations, and planimetric features. One common type of LOMR, a LOMR-F, is a determination concerning whether a structure or a parcel has been elevated by fill above the base flood elevation and is, therefore, excluded from the special flood hazard area.

(3) Conditional Letter of Map Revision (CLOMR) – **A comment by FEMA regarding a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations, or the special flood hazard area. A formal review and comment by FEMA as to whether a proposed project complies with the minimum National Flood Insurance Program floodplain management criteria.** A CLOMR does not amend or revise effective Flood Insurance Rate Maps, Flood Boundary and Floodway Maps, or Flood Insurance Studies.

"Limit of Moderate Wave Action (LiMWA)P." A line shown on a Flood Insurance Rate Map to indicate the inland limit of the 1.5-ft. breaking wave height during the base flood.

(y) "Lowest floor." The lowest floor of the lowest enclosed area (including basement) of a structure. This definition excludes an "enclosure below the lowest floor" which is an unfinished or flood resistant enclosure useable solely for parking of vehicles, building access or storage, in an area other than a basement area, provided that such enclosure is built in accordance with the applicable design requirements specified in these regulations for enclosures below the lowest floor.

(z) "Manufactured home." A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "manufactured home" does not include a "recreational vehicle". For the purposes of these regulations, a manufactured home includes manufactured homes and mobile homes as defined in Ohio R.C. Chapter 3733.

(aa) **"Mean Sea Level." For purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.**

(bb) "Manufactured home park." As specified in the Ohio Administrative Code ~~3701-27-01~~ **4781-12-01(K)**, a manufactured home park means any tract of land upon which three or more manufactured homes, used for habitation are parked, either free of charge or for revenue purposes, and includes any roadway, building, structure, vehicle, or enclosure used or intended for use as part of the facilities of the park. A tract of land that is subdivided and the individual lots are not for rent or rented, but are for sale or sold for the purpose of installation of manufactured homes on the lots, is not a manufactured home park, even though three or more manufactured homes are parked thereon, if the roadways are dedicated to the local government authority. **Manufactured home park does not include any tract of land used solely for the storage or display for manufactured homes.**

(cc) **“Moderate Wave Action Area (MoWA).” A special flood hazard area subject to the potential for breaking wave heights of greater than or equal to 1.5 feet, but less than 3 feet, where the primary source of flooding is storm surges, seiches. A MoWA is an area within Zone VE and a Limit of Moderate Wave Action, where identified. (Also known as “Coastal A Zone”).**

(dd) “National Flood Insurance Program (NFIP).” The NFIP is a federal program enabling property owners in participating communities to purchase insurance protection against losses from flooding. This insurance is designed to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods. Participation in the NFIP is based on an agreement between local communities and the federal government that states is a community will adopt and enforce floodplain management regulations to reduce future flood risks to all development in special flood hazard areas, the federal government will make flood insurance available within the community as a financial protection against flood loss.

(ee) “New construction.” ~~Structures for which the “start of construction” commence on or after the initial effect date of the City of Willowick Flood Insurance Rate Map, effective December 4, 1979, and includes any subsequent improvements to such structures.~~ **Structures for which the “start of construction” commenced on or after the effective date of a floodplain regulation adopted by the City of Willowick and includes any subsequent improvements to such structures. For the purposes of determining insurance rates, structures for which the “start of construction” commenced on or after the effective date of an initial City of Willowick Flood Insurance Rate Map, effective December 4, 1979, any includes any subsequent improvements to such structures.**

(ff) “Person.” Includes any individual or group of individuals, corporation, partnership, association, or any other entity, including state and local governments and agencies. An agency is further defined in Ohio R.C. 111.15(A)(2) as any governmental entity of the state and includes, but is not limited to, any board, department, division, commission, bureau, society, council, institution, state college or university, community college district, technical college district, or state community college. “Agency” does not include the general assembly, the controlling board, the adjutant general's department or any court.

(gg) “Recreational vehicle.” A vehicle which is (1) built on a single chassis, (2) 400 square feet or less when measured at the largest horizontal projection, (3) designed to be self propelled or permanently towable by a light duty truck, and (4) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

(hh) “Registered Professional Architect.” A person registered to engage in the practice of architecture under the provisions of R.C. 4703.01 ~~to~~ **and** 4703.19.

(ii) “Registered Professional Engineer.” A person registered as a professional surveyor under Ohio R.C. Chapter 4733.

(jj) **“Registered Professional Surveyor.” A person registered as a professional surveyor pursuant Ohio R.C. Chapter 4733.**

(kk) “Special Flood Hazard Area.” Also known as “Areas of Special Flood Hazard,” it is the land in the floodplain subject to a one percent chance of flooding in any given year. Special flood hazard areas are designated by the Federal Emergency Management Agency on Flood Insurance Rate Maps, Flood Insurance Studies, Flood Boundary and Floodway Maps and Flood Hazard Boundary Maps as Zones A, AE, AH, AO, AI-30, ~~and~~ A99, **or V, VE**. Special flood hazard areas may also refer to areas that are flood prone and designated from other federal, state or local sources of data, including, but not limited to, historical flood information reflecting high water marks, previously flood inundation areas, and flood prone soils associated with a watercourse.

(ll) “Start of construction.” The date the building permit was issued, provided that actual state of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor

does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory building, such as garages or sheds not occupied as dwellings units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of a building.

(mm) "Structure." A walled and roofed building, manufactured home, or gas or liquid storage tank that is principally above ground.

(nn) "Substantial Damage." Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.

(oo) "Substantial Improvement." Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure before the "start of construction" of the improvement. This term include structures, which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include:

~~(1) Any improvement to a structure that is considered "new construction,"~~

~~—(2) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified prior to the applications for a development permit by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or~~

(1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or

(3) Any alteration of a "historic structure," provided that the alteration would not preclude the structure's continued designation as a "historic structure".

~~(pp) "Variance." A grant of relief from the standards of these regulations. consistent with the variance conditions herein.~~

(qq) "Violation." The failure of a structure or other development to be fully compliant with these regulations.

1182.03 ADMINISTRATION.

(a) Designation of Floodplain Administrator. The City Engineer is hereby appointed to administer and implement these regulations and is referred to herein as the Floodplain Administrator.

(b) Duties and Responsibilities of the Floodplain Administrator. The duties and responsibilities of the Floodplain Administrator shall include, but are not limited to:

- (1) Evaluate applications for permits to develop in special flood hazard areas.
- (2) Interpret floodplain boundaries and provide flood hazard and flood protection elevation information.
- (3) Issue permits to develop in special flood hazard areas when the provisions of these regulations have been met, or refuse to issue the same in the event of noncompliance.
- (4) Inspect buildings and lands to determine whether any violations of these regulations have been committed.
- (5) Make and permanently keep all records for public inspections necessary for the administration of these regulations including flood insurance rate maps, letters of map amendment and revision, records of issuance and denial of permits to develop in special flood hazard areas, determinations of whether development is in or out of special flood hazard areas for the purpose of issuing floodplain development permits, elevations certificates,

floodproofing certificates, VE-zone construction certifications, variances, and records of enforcement actions taken for violations of these regulations.

- (6) Enforce the provisions of these regulations.
- (7) Provide information, testimony, or other evidence as needed during variance hearings.
- (8) Coordinate map maintenance activities and FEMA follow up.

(9) Conduct substantial damage determinations to determine whether existing structures, damaged from any source and in special flood hazard areas identified by FEMA, must meet the development standards of these regulations.

(c) Floodplain Development Permits. It shall be unlawful for any person to begin construction or other development activity including but not limited to filling, grading, construction, alteration, remodeling, or expanding any structure, or alteration of any watercourse wholly within, partially within or in contact with any identified special flood hazard area, as established in Section [1182.01](#)(d), until a floodplain development permit is obtained from the Floodplain Administrator. Such floodplain development permit shall show that the proposed development activity is in conformity with the provisions of these regulations. No such permit shall be issued by the Floodplain Administrator until the requirements of these regulations have been met.

(d) Application Required. An application for a floodplain development permit shall be required for all development activities located wholly within, partially within, or in contact with an identified special flood hazard area. Such application shall be made by the owner of the property or his or her authorized agent, herein referred to as the applicant, prior to the actual commencement of such construction on a form furnished for that purpose. Where it is unclear whether a development site is in a special flood hazard area, the Floodplain Administrator may require an application for a floodplain development permit to determine the development's location. Such applications shall include, but not be limited to:

(1) Site plans drawn to scale showing the nature, location, dimensions, and topography of the area in question; the location of existing or proposed structures, fill, storage of materials, drainage facilities, and the location of the foregoing.

- (2) Elevation of the existing, natural ground where structures are proposed.
- (3) Elevation of the lowest floor, including basement, of all proposed structures.

(4) Such other material and information as may be requested by the Floodplain Administrator to determine conformance with, and provide enforcement of these regulations.

(5) Technical analyses conducted by the appropriate design professional registered in the State of Ohio and submitted with an application for a floodplain development permit when applicable:

- A. Floodproofing certification for non-residential floodproofed structure as required in Section [1182.04](#)(e).
- B. Certification that fully enclosed areas below the lowest floor of a structure not meeting the design requirements of Section [1182.04](#)(d)(5) are designed to automatically equalize hydrostatic flood forces.
- C. Description of any watercourse alteration or relocation that the flood carrying capacity of the watercourse will not be diminished, and maintenance assurances as required in Section [1182.04](#)(i)(3).
- D. A hydrologic and hydraulic analysis demonstrating that the cumulative effect of proposed development, when combined with all other existing and anticipated development will not increase the water surface elevation of the base flood by more than one foot in special flood hazard areas where the Federal Emergency Management Agency has provided base flood elevations but no floodway as required in Section [1182.04](#)(i)(2).

E. A hydrologic and hydraulic engineering analysis showing impact of any development on flood heights in an identified floodway as required by Section [1182.04](#)(i)(1).

F. Generation of base flood elevation(s) for subdivision and ~~large-scale other new~~ developments as required by Section [1182.04](#)(c).

G. Certification of structural designs and methods of construction for VE zone construction as required by Section 1181.041(A).

H. Certification of breakaway wall design, when applicable, as provided in Section 1182.041.

(e) Review and Approval of a Floodplain Development Permit Application.

(1) Review.

A. After receipt of a complete application, the Floodplain Administrator shall review the application to ensure that the standards of these regulations have been met. No floodplain development permit application shall be reviewed until all information required in Section [1182.03](#)(d) has been received by the Floodplain Administrator.

B. The Floodplain Administrator shall review all floodplain development permit applications to assure that all necessary permits have been received from those federal, state or local governmental agencies from which prior approval is required. The applicant shall be responsible for obtaining such permits as required including permits issued by the U.S. Army Corps of Engineers under Section 10 of the Rivers and Harbors Act and Section 404 of the Clear Water Act, and the Ohio Environmental Protection Agency under Section 401 of the Clean Water Act.

(2) Approval. Within thirty days after receipt of a complete application, the Floodplain Administrator shall either approve or disapprove the application. **If the Floodplain Administrator is satisfied that the development proposed in the floodplain development application conforms to the requirements of this ordinance, the Floodplain Administrator shall issue the permit. All floodplain development permits shall be conditional upon the commencement of work within 180 days. A floodplain development permit shall expire 180 days after issuance unless the permitted activity has been substantially begun and is thereafter pursued to completion.** ~~If an application is approved, a floodplain development permit shall be issued. All floodplain development permits shall be conditional upon the commencement of work within one year. A floodplain development permit shall expire one year after issuance unless the permitted activity has been substantially begun and is thereafter pursued to completion.~~

(f) Inspections. The Floodplain Administrator shall make periodic inspections at appropriate times throughout the period of construction in order to monitor compliance with permit conditions.

(g) Post Construction Certifications Required. The following as built certifications are required after a floodplain development permit has been issued:

(1) For a new or substantially improved residential structures, or nonresidential structures that have been elevated, the applicant shall have a Federal Emergency Management Agency Elevation Certificate completed by a registered **professional** surveyor to record as built elevation data. For elevated structures in Zone A and Zone AO areas without a base flood elevation, the elevation certificate may be completed by the property owner or owner's representative.

(2) For all development activities subject to the standards of Section [1182.03](#)(j)(1), a Letter of Map Revision.

(3) For new or substantially improved nonresidential structure that have been floodproofed in lieu of elevation, where allowed, the applicant shall supply a completed Floodproofing Certificate for Non-Residential Structures completed by a registered professional engineer or architect together with associated documentation.

(h) Revoking a Floodplain Development Permit. A floodplain development permit shall be revocable, if among other things, the actual development activity does not conform to the terms of the application and permit granted thereon. In the event of the revocation of a permit, an appeal may be taken to the Board of Zoning Appeals in accordance with Section [1182.05](#) of these regulations.

(i) Exemption From Filing a Development Permit. An application for a floodplain development permit shall not be required for **maintenance work such as roofing, painting, and basement sealing, or for small nonstructural development activities (except for filling and grading) valued at less than \$2500:**

~~—(1) Maintenance work such as roofing, painting, and basement sealing, or for small nonstructural development activities (except for filling and grading) valued at less than five thousand dollars (\$5,000.00).~~

~~—(2) Development activities in an existing or proposed manufactured home park that are under the authority of the Ohio Department of Health and subject to the flood damage reduction provisions of the Ohio Administrative Code Section 3701.~~

~~—(3) Major utility facilities permitted by the Ohio Power Siting Board under Section 4906 of the Ohio Revised Code.~~

~~—(4) Hazardous waste disposal facilities permitted by the Hazardous Waste Siting Board under Section 3734 of the Ohio Revised Code.~~

~~—(5) Development activities undertaken by a federal agency and which are subject to Federal Executive Order 11988 – Floodplain Management.~~

~~—Any proposed action exempt from filing for a floodplain development permit is also exempt from the standards of these regulations.~~

(j) State and Federal Development.

(1) **Development that is funded, financed, undertaken or preempted by state agencies shall comply with minimum NFIP criteria.**

(2) **Before awarding funding or financing or granting a license, permit, or other authorization for a development that is or is to be located within a 100-year floodplain, a state agency shall require the applicant to demonstrate to the satisfaction of the agency that the development will comply with minimum NFIP criteria and any applicable local floodplain management resolution or ordinance as required by Ohio Revised Code Section 1521.13. This includes, but is not limited to:**

(a) **Development activities in an existing or proposed manufactured home park that are under the authority of the Ohio Department of Commerce and subject to the flood damage reduction provisions of the Ohio Administrative Code Section 4781-12.**

(b) **Majority facilities permitted by the Ohio Power Siting Board under Section 4906 of the Ohio Revised Code.**

(3) **Development activities undertaken by a federal agency and which are subject to Federal Executive Order 11988 – Floodplain Management.**

(a) **Each federal agency has responsibility to evaluate the potential effects of any actions it may take in a floodplain; to ensure that its planning programs and budget requests reflect consideration of flood hazards and floodplain management; and to prescribe procedures to implement the policies and requirements of EO 11988.**

(j) Map Maintenance Activities. To meet National Flood Insurance Program minimum requirements to have flood data reviewed and approved by FEMA, and to ensure that the City of Willowick's flood maps, studies and other data identified in Section [1182.01](#)(d) accurately represent flooding conditions so appropriate floodplain management criteria are based on current data, the following map maintenance activities are identified:

(1) Requirement to Submit New Technical Data.

A. For all development proposals that impact floodway delineations or base flood elevations, the community shall ensure that technical data reflecting such changes be submitted to FEMA within six months of the date such information becomes available. These development proposals include:

1. Floodway encroachments that increase or decrease base flood elevations or alter floodway boundaries;
2. Fill sites to be used for the placement of proposed structures where the applicant desires to remove the site from the special flood hazard area;
3. Alteration of watercourses that result in a relocation or elimination of the special flood hazard area, including the placement of culverts; and
4. Subdivision or **other new large-scale** development proposals the establishment of base flood elevations in accordance with Section [1182.04\(c\)](#).

B. It is the responsibility of the applicant to have technical data, required in accordance with Section [1182.03\(j\)\(1\)](#), prepared in a format required for a conditional letter of map revision or letter of map revision, and submitted to FEMA. Submittal and processing fees for these map revisions shall be the responsibility of the applicant.

C. The Floodplain Administrator shall require a conditional letter of map revision prior to the issuance of a floodplain development permit for:

1. Proposed floodway encroachments that increase the base flood elevation; and
2. Proposed development which increases the base flood elevation by more than one foot in **riverine** areas where FEMA has provided base flood elevations but no floodway.

D. Floodplain development permits issued by the Floodplain Administrator shall be conditioned upon the applicant obtaining a letter of map revision from FEMA for any development proposal subject to Section [1182.03\(j\)\(1\)A](#).

(2) **Right to Submit New Technical Data.** The Floodplain Administrator may request changes to any of the information shown on an effective map that does not impact floodplain or floodway delineations or base flood elevations, such as labeling or plan metric details. Such a submission shall include appropriate supporting documentation in writing by the Mayor of the City of Willowick, and may be submitted at any time.

(3) **Annexation/Detachment.** Upon occurrence, the Floodplain Administrator shall notify FEMA in writing whenever the boundaries of the City of Willowick have been modified by annexation or the community has assumed authority over an area, or no longer has authority to adopt and enforce floodplain management regulations for a particular area. In order that the City of Willowick's flood insurance rate map accurately represent the City of Willowick boundaries, include within such notification a copy of a map of the City of Willowick suitable for reproduction, clearly showing the new corporate limits or the new area for which the City of Willowick has assumed or relinquished floodplain management regulatory authority.

(k) **Data Use and Flood Map Interpretation.** The following guidelines shall apply to the use and interpretation of maps and other data showing areas of special flood hazard:

(1) In areas where FEMA has not identified special flood hazard areas, or in FEMA identified special flood hazard areas where base flood elevation and floodway data have not been identified, the Floodplain Administrator shall review and reasonably utilize any other flood hazard data available from a federal, state, or other source.

(2) Base flood elevations and floodway boundaries produced on FEMA flood maps and studies shall take precedence over base flood elevations and floodway boundaries by any other source that reflect a reduced floodway width and/or lower base flood elevations. Other sources of data, showing increased base flood elevations and/or larger floodway areas than are shown on FEMA flood maps and studies, shall be reasonably used by the Floodplain Administrator.

~~(3) When preliminary flood insurance rate maps and/or flood insurance study have been provided by FEMA:~~

~~A. Upon the issuance of a letter of final determination by the FEMA, the preliminary flood hazard data shall be used and replace all previously existing flood hazard data provided from FEMA for the purposes of administering these regulations.~~

~~B. Prior to the issuance of a letter of final determination by FEMA, the use of preliminary flood hazard data shall only be required where no base flood elevations and/or floodway areas exist or where the preliminary base flood elevations or floodway area exceed the base flood elevations and/or floodway widths in existing flood hazard data provided from FEMA. Such preliminary data may be subject to change and/or appeal to FEMA.~~

(4) The Floodplain Administrator shall make interpretations, where needed, as to the exact location of the flood boundaries and areas of special flood hazard. A person contesting the determination of the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in Section [1182.05](#), Appeals and Variances.

(5) Where an existing or proposed structure or other development is affected by multiple flood zones, by multiple base flood elevations, or both, the development activity must comply with the provisions of this ordinance applicable to the most restrictive flood zone and the highest base flood elevation affecting any part of the existing or proposed structure; or for other developments, affecting any part of the area of the development.

~~(5) Where a map boundary showing an area of special flood hazard and field elevations disagree, the base flood elevations or flood protection elevations (as found on the elevation profile, floodway data table established high water marks, etc.) shall prevail.~~

(1) **Substantial Damage Determinations.** Damages to structures may result from a variety of causes including flood, tornado, wind, heavy snow, fire, etc. After such a damage event, the Floodplain Administrator shall:

- (1) Determine whether damaged structures are located in special flood hazard areas;
- (2) Conduct substantial damage determinations for damaged structures located in special flood hazard areas; and
- (3) **Make a reasonable attempt to notify owners of substantially damaged structures of the need to obtain a floodplain development permit prior to repair, rehabilitation, or reconstruction. Require owners of substantially damaged structures to obtain floodplain development permit prior to repair, rehabilitation, or reconstruction.**

Additionally, the Floodplain Administrator may implement other measures to assist with the substantial damage determination and subsequent repair process. These measures include issuing press releases, public service announcements, and other public information materials related to the floodplain development permits and repair of damaged structures; coordinating with other federal, state, and local agencies to assist with substantial damage determinations; providing owners of damaged structures materials and other information related to the proper repair of damaged structures in special flood hazard areas; and assist owners of substantially damaged structures with Increased Cost of Compliance insurance claims.

1182.031 USE OF PRELIMINARY FLOOD INSURANCE RATE MAP (FIRM) AND/OR FLOOD INSURANCE STUDY (FIS) DATA

(A) Zone A:

(1) Within Zone A areas designated on an effective FIRM, data from the preliminary FIRM and/or FIS shall reasonably be utilized as best available data.

(2) When all appeals have been resolved and a notice of final food elevation determination has been provided in a Letter of Final Determination (LFD), BFE and floodway data from the preliminary FIRM and/or FIS shall be used for regulating development.

(B) Zones AE, A1-30, AH, AO, VE, and V1-30:

(1) BFE and floodway data from a preliminary FIS or FIRM restudy are not required to be used in lieu of BFE and floodway data contained in an existing effective FIS and FIRM, subject to the following restrictions:

(a) Where BFEs increase in a restudied area, communities have the responsibility to ensure that new or substantially improved structures are protected. Communities are encouraged to reasonably utilize preliminary FIS or FIRM data in instances where BFEs increase and floodways are revised to ensure that the health, safety and property of their citizens are protected.

(b) Where BFEs decrease, preliminary FIS or FIRM data should not be used to regulate floodplain development until the LFD has been issued or until all appeals have been resolved.

(2) If a preliminary FIRM or FIS has designated floodways where none had previously existed, communities should reasonably utilize this data in lieu of applying the encroachment performance standard of Section 4.9(B) since the data in the draft or preliminary FIS represents the best data available.

(C) Zones B, C and X:

(1) Use of BFE and floodway data from a preliminary FIRM or FIS are not required for areas designated as Zone B, C or X on the effective FIRM which are being revised to Zone AE, A1-30, AH, AO, VE, OR V1-30. Communities are encouraged to reasonably utilize preliminary FIS or FIRM data to ensure that the health, safety and property of their citizens are protected.

1182.04 USE AND DEVELOPMENT STANDARDS FOR FLOOD HAZARD REDUCTION.

The following use and development standards apply to development wholly within, partially within, or in contact with any special flood hazard area as established in Section [1182.01](#)(d) or [1182.03](#)(k)(1):

(a) Use Regulations.

(1) Permitted Uses. All uses not otherwise prohibited in this section or any other applicable land use regulation adopted by the City of Willowick are allowed provided they meet the provisions of these regulations.

(2) Prohibited Uses.

A. Private water supply systems in all special flood hazard areas identified by FEMA, permitted under Section 3701 of the Ohio Revised Code.

B. Infectious waste treatment facilities in all special flood hazard areas, permitted under Ohio R.C. Chapter 3734.

(b) Water and Wastewater Systems. The following standards apply to all water supply, sanitary sewerage and waste disposal systems **in the absence of any more restrictive standard provided under not otherwise regulated by the Ohio Revised Code or applicable state rules:**

(1) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems;

(2) New and replacement sanitary sewerage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood waters; and

(3) On-site waste disposal systems shall be located to avoid impairment to or contamination from them during flooding.

(c) Subdivisions and ~~Large Developments-Other New Developments.~~

(1) All subdivision proposals **and all other proposed new development** shall be consistent with the need to minimize flood damage and are subject to all applicable standards in these regulations;

(2) All subdivision proposals **and all other proposed new development** shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize **or eliminate** flood damage;

(3) All subdivision proposals **and all other proposed new development** shall have adequate drainage provided to reduce exposure to flood damage; and

(4) In all areas of special hazard where base flood elevation data are not available, the applicant shall provide a hydrologic and hydraulic engineering analysis that generates base flood elevations for all subdivision proposals and other proposed developments containing at least fifty lots or five acres, whichever is less.

(5) The applicant shall meet the requirement to submit technical data to FEMA in Section [1182.03\(j\)\(1\)A.4.](#) when a hydrologic and hydraulic analysis is completed that generates base flood elevations as required by Section [1182.04\(c\)\(4\).](#)

(d) Residential Structures.

(1) New construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy. Where a structure, including its foundation members, is elevated on fill to or above the base flood elevation, the requirements for anchoring (subsection (d)(1) of this section) and construction materials resistant to flood damage (subsection (d)(2) of this section) are satisfied.

(2) New construction and substantial improvements shall be constructed with methods and materials resistant to flood damage.

(3) New construction and substantial improvements shall be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or elevated so as to prevent water from entering or accumulating within the components during conditions of flooding.

(4) New construction and substantial improvement of any residential structure including manufactured homes, shall have the lowest floor, including basement, elevated to or above the flood protection elevation.

(5) New construction and substantial improvements, including manufactured homes, that do not have basements and that are elevated to the flood protection elevation using pilings, columns, posts, or solid foundation perimeter walls with openings ~~sufficient to allow unimpeded movement of flood waters to allow the automatic equalization of hydrostatic pressure~~ may have an enclosure below the lowest floor provided the enclosure meets the following standards:

A. Be used only for the parking of vehicles, building access, or storage; and

B. Be designed and certified by a registered professional engineer or architect to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of flood waters; or

C. Have a minimum of two openings on different walls having a total net area not less than one square inch for every square foot of enclosed area, and the bottom all such openings being no higher than one foot above grade. The openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

(6) Manufactured homes shall be affixed to a permanent foundation and anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy. Methods of anchoring may include, but are not limited to, use of over the top or frame ties to ground anchors.

(7) Repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and is the minimum necessary to preserve the historic character and design of the structure, shall be exempt from the development standards of Section [1182.04\(d\)](#).

(8) In AO and AH Zones, new construction and substantial improvement shall have adequate drainage paths around structures on slopes to guide floodwaters around and away from the structure.

(e) Nonresidential Structures.

(1) New construction and substantial improvement of any commercial, industrial or other nonresidential structure **in Zones A, A1-30, AE, AO and AH, when designated on the City's FIRM, and when designated on a preliminary or final FIRM issued by FEMA under the circumstances provided in Section 11821.031** shall meet the requirements of Section [1182.04\(d\)](#)(1) through (3) and [1182.04\(d\)](#)(5) through (7).

(2) New construction and substantial improvement of any commercial, industrial or other non-residential structure shall either have the lowest floor, including basement, elevated to or above the level of the flood protection elevation; or, together with attendant utility and sanitary facilities, shall meet all of the following standards:

A. Be dry floodproofed so that the structure is watertight with walls substantially impermeable to the passage of water to the level of the flood protection elevation;

B. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and,

C. Be certified by a registered professional engineer or architect, through the use of a federal emergency management agency floodproofing certificate, that the design and methods of construction are in accordance with Section [1182.04\(e\)](#)(2)A. and B.

(f) Accessory Structures. ~~Relief to the elevation or dry floodproofing standards may be granted for accessory structures containing no more than 600 square feet.~~ **Structures that are 600 square feet or less which are used for parking and storage only are exempt from elevation or dry floodproofing standards within zones A, A1-30, AE, AO and AH designated on the City's FIRM.** Such structures must meet the following standards:

(1) They shall not be used for human habitation;

(2) They shall be constructed of flood resistant materials;

(3) They shall be constructed and placed on the lot to offer the minimum resistance to the flow of floodwaters;

(4) They shall be firmly anchored to prevent flotation;

(5) Service facilities such as electrical and heating equipment shall be elevated or floodproofed to or above the level of the flood protection elevation; and

(6) They shall meet the opening requirements of Section [1182.04\(d\)](#)(5)C.

(g) Recreational Vehicles. Recreational vehicles **on sites within zones A, A1-A30, AE, AO, or AH** must meet at least one of the following standards:

(1) They shall not be located on sites in special flood hazard areas for more than 180 days; or

(2) They must be fully licensed and ready for highway use; or

(3) They must **be paced on the site pursuant to a floodplain development permit issued under Section 1182.03** and meet all standards of Section [1182.04\(d\)](#).

(h) ~~Above Ground~~ Gas or Liquid Storage Tanks. Within Zone A, A1-A30, AE, AO or AH, new or substantially improved ~~All~~ above ground gas or liquid storage tanks shall be anchored to prevent flotation or lateral movement resulting from hydrodynamic and hydrostatic loads.

(i) In Zones V or VE, new or substantially improved above ground gas or liquid storage tanks shall be elevated with the bottom of the lowest horizontal supporting member above BFE on the landward side of buildings.

(ii) In Zones V or VE, new or substantially improved underground gas or liquid storage tanks must be installed below the lowest eroded ground elevation.

(i) Assurance of Flood Carrying Capacity. Pursuant to the purpose and methods of reducing flood damage stated in these regulations, the following additional standards are adopted to assure that the reduction of the flood carrying capacity of watercourses is minimized:

(1) Development in Floodways.

A. In floodway areas, development shall cause no increase in flood levels during the occurrence of the base flood discharge. Prior to issuance of a floodplain development permit, the applicant must submit a hydrologic and hydraulic analysis, conducted by a registered professional engineer, demonstrating that the proposed development would not result in any increase in the base flood elevation; or

B. Development in floodway areas causing increases in the base flood elevation may be permitted provided all of the following are completed by the applicant:

1. Meet the requirements to submit technical data in Section [1182.03\(j\)\(1\)](#);
2. An evaluation of alternatives, which would not result in increased base flood elevations and an explanation why these alternatives are not feasible;
3. Certification that no structures are located in areas that would be impacted by the increased base flood elevation;
4. Documentation of individual legal notices to all impacted property owners within and outside the community, explaining the impact of the proposed action to their property; and
5. Concurrence of the Mayor of the City of Willowick and the Chief Executive Officer of any other communities impacted by the proposed actions.

(2) Development in Riverine Areas with Base Flood Elevations but No Floodways.

A. In riverine special flood hazard areas identified by FEMA where base flood elevation data are provided but no floodways have been designated, the cumulative effect of any proposed development, when combined with all other existing and anticipated development, shall not increase the base flood elevation more than one foot at any point. Prior to issuance of a floodplain development permit, the applicant must submit a hydrologic and hydraulic analysis, conducted by a registered professional engineer, demonstrating that this standard has been met; or

B. Development in riverine special flood hazard areas identified by FEMA where base flood elevation data are provided but no floodways have been designated causing more than one foot increase in the base flood elevation may be permitted provided all of the following are completed by the applicant:

1. An evaluation of alternatives which would result in an increase of one foot or less of the base flood elevation and an explanation why these alternatives are not feasible;
2. Section [1182.04\(i\)\(1\)B.](#), items 1. through 3. and 5.

(3) Alterations of a Watercourse. For the purpose of these regulations, a watercourse is altered when any change occurs within its banks. The extent of the banks shall be established by a field determination of the "bankfull

stage.” The field determination of “bankfull stage” shall be based on methods presented in Chapter 7 of the USDA Forest Service General Technical Report RM-245, Stream Channel Reference Sites: An Illustrated Guide to Field Technique or other applicable publication available from a federal, state, or other authoritative source. For all proposed developments that alter a watercourse, the following standards apply:

A. The bankfull flood carrying capacity of the altered or relocated portion of the watercourse shall not be diminished. Prior to the issuance of a floodplain development permit, the applicant must submit a description of the extent to which any watercourse will be altered or relocated as a result of the proposed development, and certification by a registered professional engineer that the bankfull flood carrying capacity of the watercourse will not be diminished.

B. Adjacent communities, the U.S. Army Corps of Engineers, and the Ohio Department of Natural Resources, Division of Water, must be notified prior to any alteration or relocation of a watercourse. Evidence of such notification must be submitted to the Federal Emergency Management Agency.

C. The applicant shall be responsible for providing the necessary maintenance for altered or relocated portion of said watercourse so that the flood carrying capacity will not be diminished. The Floodplain Administrator may require the permit holder to enter into an agreement with the City of Willowick specifying the maintenance responsibilities. If an agreement is required, it shall be made a condition of the floodplain development permit.

D. The applicant shall meet the requirements to submit technical data in Section [1182.03\(j\)\(1\)A.3](#). when an alteration of a watercourse results in the relocation or elimination of the special flood hazard area, including the placement of culverts.

1182.041 DEVELOPMENT STANDARDS FOR COASTAL HIGH HAZARD AREAS AND MoWA AREAS.

(A) The requirements of Section 1182.041 apply to development in coastal high hazard areas designated Zone V or VE on the community’s effective FIRM.

(B) All new construction and substantial improvements shall be elevated on pilings or columns that may be armored as necessary to withstand Lake Erie ice forces so that:

(1) The bottom of the lowest horizontal structural member supporting the lowest floor (excluding the pilings or columns) is elevated to or above the flood protection elevation, and

(2) The pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components.

(a) Water loading values should be those associated with the base flood.

(b) Wind loading values shall be those defined according to the American Society of Civil Engineers 7-13. Minimum design loads and associated criteria for buildings and other structures, or current version adopted by Ohio Board of Building Standards.

(c) A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction, and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting provisions of Section 1182.041(C)(1) and (2).

(C) All new construction and substantial improvements shall have the space below the lowest floor either free of obstruction or constructed with non-supporting breakaway walls, open wood lattice-work, or insect screening intended to collapse without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system.

(1) For the purpose of Section 1182.041(C), a breakaway wall shall have a design safe loading resistance of not less than 10 and no more than 20 pounds per square foot.

(2) Use of breakaway walls which exceed a design safe loading resistance of 20 pounds per square foot (either by design or where so required by local or state code) may be permitted only if a registered professional engineer or architect certifies that the designs proposed meet all of the following conditions:

(a) Breakaway wall collapse shall result from a water load less than that which would occur during the base flood; and

(b) The elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and non-structural). Water loading values shall be those associated with the base flood. Wind loading values shall be those defined according to the American Society of Engineers 7-16. Minimum design loads and associated criteria for buildings and other structures, or equivalent standard.

(3) All space enclosed by breakaway walls, open wood lattice-work, or insect screening below the lowest floor shall be used solely for parking of vehicles, building access, or storage.

(D) The use of fill or redistributed existing fill, placed after the initial identification of Zones V, VE, or V1-30 on the community's FIRM, for structural support of buildings is prohibited.

(E) Alteration of sand dunes that will increase potential flood damage is prohibited.

(F) Placement or substantial improvement of manufactured homes must comply with Section 1182.041(A) to (F).

(G) Recreational vehicles must either:

(1) Be on site for fewer than 180 consecutive days;

(2) Be fully licensed and ready for highway use; or

(3) Comply with Section 1182.041(A) to (E).

1182.05 APPEALS AND VARIANCES.

(a) Appeals Board Established.

(1) The Willowick City Council shall appoint an Appeals Board consisting of three members. The members shall serve three-year terms after which they shall be reappointed or replaced by the City Council. Each member shall serve until his or her successor is appointed.

(2) A chairperson shall be elected by the members of the Appeals Board. Meetings of the Appeals Board shall be held as needed and shall be held at the call of the Chairperson, or, in his or her absence, the Acting Chairperson. All meetings of the Appeals Board shall be open to the public except that the Appeals Board may deliberate in executive session as part of quasi-judicial hearings in accordance with the law. The Appeals Board shall keep minutes of its proceedings showing the vote of each member upon each question and shall keep records of all official actions. Records of the Appeals Board shall be kept and filed with the Clerk of City Council, located at 30435 Lakeshore Boulevard, Willowick, Ohio 44095.

(b) Powers and Duties.

(1) The Appeals Board shall hear and decide appeals where it is alleged there is an error in any order, requirement, decision or determination made by the Floodplain Administrator in the administration or enforcement of these regulations.

(2) Authorized variances in accordance with Section [1182.05\(d\)](#) of these regulations.

(c) Appeals. Any person affected by any notice and order, or other official action of the Floodplain Administrator may request and shall be granted a hearing on the matter before the Appeals Board provided that such person shall file, within ten days of the date of such notice and order, or other official action, a brief statement of the grounds for such hearing or for the mitigation of any item appearing on any order of the Floodplain Administrator's decision. Such appeal shall be in writing, signed by the applicant, and be filed with the Floodplain Administrator. Upon receipt of the appeal, the Floodplain Administrator shall transmit said notice and all pertinent information on which the Floodplain Administrator's decision was made to the Appeals Board. Upon receipt of the notice of appeal, the Appeals Board shall fix a reasonable time for the appeal, give notice in writing to parties in interest, and decide the appeal within a reasonable time after it is submitted.

(d) Variances. Any person believing that the use and development standards of these regulations would result in unnecessary hardship may file an application for a variance. The Appeals Board shall have the power to authorize, in specific cases, such variances from the standards of these regulations, not inconsistent with Federal regulations, as will not be contrary to the public interest where, owing to special conditions of the lot or parcel, a literal enforcement of the provisions of these regulations would result in unnecessary hardship.

(1) Application for a Variance.

A. Any owner, or agent thereof, of property for which a variance is sought shall make an application for a variance by filing it with the Floodplain Administrator, who upon receipt of the variance shall transmit to the Appeals Board.

B. Such application at a minimum shall contain the following information: Name, address, and telephone number of the applicant; legal description of the property; parcel map; description of the existing use; description of the proposed use; location of the floodplain; description of the variance sought; and reason for the variance request.

C. All applications for a variance shall be accompanied by a variance application fee in the amount of thirty-five dollars (\$35.00).

(2) Notice for Public Hearing. The Appeals Board shall schedule and hold a public hearing within thirty days after the receipt of an application for a variance from the Floodplain Administrator. Prior to the public hearing, a notice of such hearing shall be given in a newspaper of general circulation in the community at least ten days prior to the date of the hearing.

(3) Public Hearing. At such public hearing, the applicant shall present such statements and evidence as the Appeals Board requires. In considering such variance applications, the Appeals Board shall consider and make findings of fact on all evaluations, all relevant factors, and standards specified in other sections of these regulations and the following factors:

- A. The danger that materials may be swept onto other lands to the injury of others.
- B. The danger to life and property due to flooding or erosion damage.
- C. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.
- D. The importance of the services provided by the proposed facility to the community.
- E. The availability of alternative locations for the proposed use that are not subject to flooding or erosion damage.
- F. The necessity to the facility of a waterfront location, where applicable.
- G. The compatibility of the proposed use with existing and anticipated development.
- H. The relationship of the proposed use to the comprehensive plan and floodplain management program for that area.

I. The safety of access to the property in times of flood for ordinary and emergency vehicles.

J. The expected heights, velocity, duration, rate of rise, and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site.

K. The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, and streets and bridges.

(4) Variances shall only be issued upon:

A. A showing of good and sufficient cause.

B. A determination that failure to grant the variance would result in exceptional hardship due to the physical characteristics of the property. Increased cost or inconvenience of meeting the requirements of these regulations does not constitute an exceptional hardship to the applicant.

C. A determination that the granting of a variance will not result in increased flood heights beyond that which is allowed in these regulations; additional threats to public safety; extraordinary public expense, nuisances, fraud on or victimization of the public, or conflict with existing local laws.

D. A determination that the structure or other development is protected by methods to minimize flood damages.

E. A determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

(5) Upon consideration of the above factors and the purposes of these regulations, the Appeals Board may attach such conditions to the granting of variances as it deems necessary to further the purposes of these regulations.

(6) Other Conditions for Variances.

A. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

B. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing items in Section [1182.05\(d\)\(3\)A.](#) to K. have been fully considered. As the lot size increases beyond one half acre, the technical justification required for issuing the variance increases.

C. Any applicant to whom a variance is granted shall be given written notice that the structure will be permitted to be built with a lowest floor elevation below the base flood elevation and the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

(e) Procedure at Hearings.

(1) All testimony shall be given under oath.

(2) A complete record of the proceedings shall be kept, except confidential deliberations of the Appeals Board, but including all documents presented and a verbatim record of the testimony of all witnesses.

(3) The applicant shall proceed first to present evidence and testimony in support of the appeal or variance.

(4) The Administrator may present evidence or testimony in opposition to the appeal or variance.

(5) All witnesses shall be subject to cross examination by the adverse party or their counsel.

(6) Evidence that is not admitted may be proffered and shall become part of the record for appeal.

(7) The Board shall issue subpoenas upon written request for the attendance of witnesses. A reasonable deposit to cover the cost of issuance and service shall be collected in advance.

(8) The Board shall prepare conclusions of fact supporting its decision. The decision may be announced at the conclusion of the hearing and thereafter issued in writing or the decision may be issued within a reasonable time after the hearing.

(f) Appeal to the Court. Those aggrieved by the decision of the Appeals Board may appeal such decision to the Lake County Court of Common Pleas, as provided in Ohio R.C. Chapter 2506.

1182.06 ENFORCEMENT.

(a) Compliance Required.

(1) No structure or land shall hereafter be located, erected, constructed, reconstructed, repaired, extended, converted, enlarged or altered without full compliance with the terms of these regulation and all other applicable regulations which may apply to uses within the jurisdiction of these regulations, unless specifically exempted from filing for a development permit as stated in Section [1182.03\(i\)](#).

(2) Failure to obtain a floodplain development permit shall be in violation of these regulations and shall be punishable in accordance with Section [1182.06\(c\)](#).

(3) Floodplain development permits issued on the basis of plans and applications approved by the Floodplain Administrator authorize only the use, and arrangement, set forth in such approved plans and applications or amendments thereto. Use, arrangement, or construction contrary to that authorized shall be deemed a violation of these regulations and punishable in accordance with Section [1182.06\(c\)](#).

(b) Notice of Violation. Whenever the Floodplain Administrator determines that there has been a violation of any provision of these regulations, he shall give notice of such violation to the person responsible therefore and order compliance with these regulations as hereinafter provided. Such notice and order shall:

- (1) Be put in writing on an appropriate form;
- (2) Include a list of violations, referring to the section or sections of these regulations that have been violated, and order remedial action, which, if taken, will effect compliance with the provisions of these regulations;
- (3) Specify a reasonable time for performance;
- (4) Advise the owner, operator, or occupant of the right to appeal;
- (5) Be served on the owner, occupant, or agent in person. However, this notice and order shall be deemed to be properly served upon the owner, occupant, or agent if a copy thereof is sent by registered or certified mail to the person's last known mailing address, residence, or place of business, and/or a copy is posted in a conspicuous place in or on the dwelling affected.

(c) Violations and Penalties. Violation of the provisions of these regulations or failure to comply with any of its requirements shall be deemed to be strict liability offense, and shall constitute an unclassified misdemeanor. Any person who violates these regulations or fails to comply with any of its requirements shall upon conviction thereof be fined an amount not to exceed five hundred dollars (\$500.00). Each day of such violation continues shall be considered a separate offense. Nothing herein contained shall prevent the City of Willowick from taking such other lawful action as is necessary to prevent or remedy any violation. The City of Willowick shall prosecute any violation

Section 2. The existing Chapter 1182 of the City's Codified Ordinances is hereby repealed in that said Section and is superseded 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.

Section 4. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, welfare and dignity of the residents of the City of Willowick in that it provides for the proper and safe management of flood waters within the City of Willowick, and therefore shall be in full force and take effect immediately upon its passage by Council and its approval by the Mayor, or at the earliest period allowed by law.

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

Adopted by Council: _____, 2021

Robert Patton, Council President

Submitted to the Mayor: _____, 2021

Richard J. Regovich, Mayor

Approved by the Mayor: _____, 2021

ATTEST: _____
Angela Trend, Clerk of Council

ORDINANCE NO. 2021-11

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR OF THE CITY TO CLOSE THE WOODMERE CAPITAL IMPROVEMENT FUND (425), AND DECLARING AN EMERGENCY.

WHEREAS, the City of Willowick previously established the Woodmere Capital Improvement Fund, Fund No. 425, for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets of the City; and

WHEREAS, the Fund is no longer the recipient of any active funding from any financial source and has not received a deposit of any public monies since the conclusion of the project; and

WHEREAS, following the transfer of the remaining balance deposited in Fund 425 to the Fund where it originated, there will no longer be any public funds on deposit therein and the City has no reasonable expectation of receiving any further or additional revenue for deposit in the Woodmere Capital Improvement Fund thereafter;

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

Section 1. That the Finance Director is hereby authorized to close the Woodmere Capital Improvement Fund (Fund No. 425).

Section 2. That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, welfare of the residents of the City of Willowick and the operation of its Finance Department, and that it will ensure the orderly and uninterrupted efficient operation of the City and its Finance Department.

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

Adopted by Council: _____, 2021

Robert Patton, Council President

Submitted to the Mayor: _____, 2021

Richard J. Regovich, Mayor

Approved by the Mayor: _____, 2021

ATTEST: _____

Angela Trend, Clerk of Council

ORDINANCE NO. 2021-12

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR OF THE CITY TO CLOSE THE E. 329TH STREET SEWER IMPROVEMENT FUND (426), AND DECLARING AN EMERGENCY.

WHEREAS, the City of Willowick previously established the E. 329th Street Sewer Improvement Fund, Fund No. 426, for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets of the City; and

WHEREAS, the Fund is no longer the recipient of any active funding from any financial source and has not received a deposit of any public monies since the conclusion of the project; and

WHEREAS, following the transfer of the remaining balance deposited in Fund 426 to the Fund where it originated, there will no longer be any public funds on deposit therein and the City has no reasonable expectation of receiving any further or additional revenue for deposit in the E. 329th Street Sewer Improvement Fund thereafter;

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

Section 1. That the Finance Director is hereby authorized to close the E. 329th Street Sewer Improvement Fund (Fund No. 426).

Section 2. That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, welfare of the residents of the City of Willowick and the operation of its Finance Department, and that it will ensure the orderly and uninterrupted efficient operation of the City and its Finance Department.

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

Adopted by Council: _____, 2021

Robert Patton, Council President

Submitted to the Mayor: _____, 2021

Richard J. Regovich, Mayor

Approved by the Mayor: _____, 2021

ATTEST: _____

Angela Trend, Clerk of Council

ORDINANCE NO. 2021-13

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR OF THE CITY TO CLOSE THE LAKESHORE BOULEVARD CAPITAL IMPROVEMENT FUND (427), AND DECLARING AN EMERGENCY.

WHEREAS, the City of Willowick previously established the Lakeshore Boulevard Improvement Fund, Fund No. 427, for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets of the City; and

WHEREAS, the Fund is no longer the recipient of any active funding from any financial source and has not received a deposit of any public monies since the conclusion of the project; and

WHEREAS, following the transfer of the remaining balance deposited in Fund 427 to the Fund where it originated, there will no longer be any public funds on deposit therein and the City has no reasonable expectation of receiving any further or additional revenue for deposit in the Lakeshore Boulevard Capital Improvement Fund thereafter;

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

Section 1. That the Finance Director is hereby authorized to close the Lakeshore Boulevard Capital Improvement Fund (Fund No. 427).

Section 2. That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, welfare of the residents of the City of Willowick and the operation of its Finance Department, and that it will ensure the orderly and uninterrupted efficient operation of the City and its Finance Department.

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

Adopted by Council: _____, 2021

Robert Patton, Council President

Submitted to the Mayor: _____, 2021

Richard J. Regovich, Mayor

Approved by the Mayor: _____, 2021

ATTEST: _____

Angela Trend, Clerk of Council

ORDINANCE NO. 2021-14

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR OF THE CITY TO CLOSE THE E. 327TH STREET SEWER IMPROVEMENT FUND (428), AND DECLARING AN EMERGENCY.

WHEREAS, the City of Willowick previously established the E. 327th Street Sewer Improvement Fund, Fund No. 428, for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets of the City; and

WHEREAS, the Fund is no longer the recipient of any active funding from any financial source and has not received a deposit of any public monies since the conclusion of the project; and

WHEREAS, following the transfer of the remaining balance deposited in Fund 428 to the Fund where it originated, there will no longer be any public funds on deposit therein and the City has no reasonable expectation of receiving any further or additional revenue for deposit in the E. 327th Street Sewer Improvement Fund thereafter;

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

Section 1. That the Finance Director is hereby authorized to close the E. 327th Street Sewer Improvement Fund (Fund No. 428).

Section 2. That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, welfare of the residents of the City of Willowick and the operation of its Finance Department, and that it will ensure the orderly and uninterrupted efficient operation of the City and its Finance Department.

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

Adopted by Council: _____, 2021

Robert Patton, Council President

Submitted to the Mayor: _____, 2021

Richard J. Regovich, Mayor

Approved by the Mayor: _____, 2021

ATTEST: _____

Angela Trend, Clerk of Council

RESOLUTION NO. 2021 - 3

**A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE)
TO CHAGRIN CUSTOM STAINLESS INC. IN THE AMOUNT OF \$9,800.00, 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: _____, 2021

Robert Patton, President of Council

SUBMITTED to the Mayor for his approval
on _____, 2021

APPROVED by the Mayor on
_____, 2021

ATTEST:

Susan Wovrosh, Clerk of Council

Richard J. Regovich, Mayor

Chagrin Custom Stainless Inc.

Inv Item #8.

Remit Payment to:
 P.O. Box 410
 Conneautville, PA 16406

Date	Invoice #
2/22/2021	748964

Bill To
Willowick Fire Department 30435 Lakeshore Blvd. Willowick, OH 44095

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Specialties: -Fabricate "L" shaped 14ga. stainless steel counter with 18" x 20" x 10" integral welded sink, as per field measurements with marine edge. -Including: 16" wide stainless steel top next to stove and 87" coffee station top with marine edge. -Delivery and installation, including field weld and polish.	9,800.00	9,800.00
		Total	\$9,800.00

RESOLUTION NO. 2021-4

A RESOLUTION AUTHORIZING THE CITY'S CONTRIBUTION OF AN AMOUNT NOT TO EXCEED ONE THOUSAND DOLLARS (\$1,000.00) TO THE LAKE COUNTY GENERAL HEALTH DISTRICT'S COVID-19 VACCINATION CLINIC PROGRAM FOR THE PURCHASE OF REFRESHMENTS AND/OR OTHER AMENITIES, AND DECLARING AN EMERGENCY.

WHEREAS, the Lake County General Health District is administering COVID-19 vaccinations by order and direction of the Ohio Department of Health as a direct response to the COVID-19 pandemic outbreak in the State of Ohio to eligible residents of Lake County, Ohio; and

WHEREAS, due to the necessary medical training required to administer vaccinations to Lake County residents, additional personnel from municipal fire departments have been requested to assist the Lake County General Health District in the administration and staffing of the vaccination clinics; and

WHEREAS, the City of Willowick Fire Department personnel have the medical training necessary to assist the Lake County General Health District with the administration of the COVID-19 vaccination clinic program and have provided staff to the Lake County Health District to administer said program; and

WHEREAS, due to the daily volume and duration of the Lake County General Health District's COVID-19 vaccination clinic(s), the municipal personnel's meals, refreshments and other amenities have been provided by participating municipalities to ensure the orderly operation and continuity of the program.

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 of Willowick hereby determines that the continued staffing and orderly operation of the Lake County General Health District's COVID-19 vaccination clinic is necessary to protect the public health, safety and welfare of the residents of the City of Willowick and Lake County, Ohio, and further determines that the expenditure of an amount not to exceed One Thousand Dollars (\$1,000.00) to provide for refreshments and amenities to municipal employees attending said vaccination clinic(s) is an appropriate and necessary expenditure to further a public purpose, and is not manifestly arbitrary or unreasonable.

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 in that it ensures the orderly operation and staffing of a public health agency during a global pandemic; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

Adopted by Council: _____, 2021
_____ Robert Patton, Council President

Submitted to the Mayor: _____, 2021
_____ Richard J. Regovich, Mayor

Approved by the Mayor: _____, 2021

Attest: _____
Angela Trend, Clerk of Council

January 26, 2021

Mayor Richard Regovich
City of Willowick, Ohio
30435 Lakeshore Boulevard
Willowick, OH 44095

We are pleased to confirm our acceptance and understanding of the services we are to provide for the City of Willowick, Ohio (the "City") for the year ended December 31, 2020.

You have requested that we prepare the financial statements of the City, which comprise the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. You have also requested that we prepare the required supplementary information based on information provided by you.

Our Responsibilities

The objective of our engagement is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's *Code of Professional Conduct*, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion, a conclusion, nor provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the City or noncompliance with laws and regulations.

Management Responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is the preparation of the financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are

 **C&P Advisors, LLC**
Ciuni & Panichi, Inc.
C&P Wealth Management, LLC



25201 Chagrin Boulevard
Cleveland, Ohio 44122.5683
p. 216.831.7171
f. 216.831.3020
www.cp-advisors.com
Independent Member of
Geneva Group International

Mayor Richard Regovich
City of Willowick, Ohio

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January 26, 2021

fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARS:

- 1) The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements.
- 2) The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.
- 3) The prevention and detection of fraud.
- 4) To ensure that the City complies with the laws and regulations applicable to its activities.
- 5) The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements.
- 6) To provide us with:
 - Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
 - Additional information that may be requested for the purpose of the preparation of the financial statements, and
 - Unrestricted access to persons within the City with whom we determine it necessary to communicate.

The financial statements will not be accompanied by a report. However, you agree that the financial statements will clearly indicate that no assurance is provided on them.

Other Relevant Information

Frank Eich is responsible for supervising the engagement.

In the interest of facilitating our services to you, we may communicate by facsimile transmission or send electronic mail over the Internet. Such communications may include information that is confidential to you.

To ensure that Ciuni & Panichi, Inc.'s independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement principal before entering into any substantive employment discussions with any of our personnel.

During the term of this engagement and for a period of 12 months after an employee or contractor of Ciuni & Panichi, Inc. has completed performance of services under this engagement letter, the City will not directly or indirectly contract with, or solicit to employ (or cause to be solicited for the purpose of employment), the employees and contractors of Ciuni & Panichi, Inc. providing services hereunder. In the event the City fails to comply with its obligation(s) under this paragraph, Ciuni & Panichi, Inc. reserves the right to seek damages resulting from violation of this paragraph, including liquidated damages and, not as a penalty, the compensation paid by Ciuni & Panichi, Inc. to said employee or contractor during the three months preceding the City breach.

Mayor Richard Regovich
City of Willowick, Ohio

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January 26, 2021

Our base fees will be as follows:

Conversion of the cash basis working trial balance of the City to the accrual basis in order to conform to U.S. GAAP	\$ 20,500
Preparation of the financial statements to comply with the reporting model required by GASB Statement No. 34	\$ 6,550

These fees are based on anticipated cooperation from your personnel, specifically the completion of the required information outlined in the prepared by client list and the assumption that unexpected circumstances will not be encountered during the preparation. If significant additional time is necessary, we will discuss it with you and arrive at an estimate of additional fees before we incur the additional costs.

Billings will be rendered as work progresses so you may readily relate our charges to the work performed. Each invoice will be payable on receipt. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until current status is reached. Amounts due after 60 days will become subject to a 1.5% monthly interest charge, which will be added to the existing outstanding balance.

The parties shall attempt in good faith to resolve any dispute arising out of or relating to the engagement, including any dispute over invoiced amounts, promptly by negotiations between executives who have authority to settle the controversy. Any party may give the other party written notice of any dispute not resolved in the normal course of business. Within 20 days of the delivery of said notice, executives of both parties shall meet at a mutually acceptable time and place, and thereafter as often as they reasonably deem necessary, to exchange relevant information and to attempt to resolve the dispute. If the matter has not been resolved within 30 days of the disputing party's notice, or if the parties fail to meet within 20 days, either party may initiate mediation of the controversy or claim as provided herein.

If the dispute has not been resolved by negotiation as provided above, the parties shall endeavor to settle the dispute by mediation under the then current Center for Public Resources (CPR) Model Procedure for Mediation of Business Disputes. The neutral third party will be selected from the CPR panel of neutrals within 20 days of the initiation of the mediation process. If the parties encounter difficulty in agreeing on a neutral, they will seek the assistance of the CPR in the selection process. The mediation shall occur at the time and place selected by the mediator.

In the event mediation does not resolve the dispute, the parties may pursue their respective legal remedies.

You agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

Mayor Richard Regovich
City of Willowick, Ohio

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January 26, 2021

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Ciuni & Panichi, Inc.

CIUNI & PANICHI, INC.

ACKNOWLEDGED:

City of Willowick, Ohio

Signature

Title