



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

Tuesday, May 20, 2025 at 6:30 PM  
City Council Chambers

**ADA NOTICE**

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

**AGENDA**

**CALL MEETING TO ORDER**

**PLEDGE ALLEGIANCE**

**INVOCATION**

**ROLL CALL OF COUNCIL**

**APPROVAL OF MINUTES**

1. Motion to approve the Minutes from the Regular Council Meeting of April 15, 2025.

**APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS**

2. A Proclamation recognizing Service Department employees Joe Carroscia, Ryan Carter, Mitch Czaplicki, Tyler Dodd, Rick Ice and Russell Tenerove for their brave actions at the house fire on May 14, 2025.

**ADMINISTRATIVE APPEALS**

3. ADMINISTRATIVE APPEAL ORDER NO. 2025-8 (RODGERS):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ENCLOSE THE FRONT YARD WITH AN ORNAMENTAL FENCE THAT IS 4" IN HEIGHT IN THE APPLICATION OF SECTION 1165.07(a) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

4. ADMINISTRATIVE APPEAL ORDER NO. 2025-9 (RODGERS):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW AN ORNAMENTAL FENCE TO EXTEND 27' FROM THE FRONT LINE OF THE BUILDING IN THE APPLICATION OF SECTION 1165.07(a) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

5. ADMINISTRATIVE APPEAL ORDER NO. 2025-10 (RODGERS):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW AN ORNAMENTAL FENCE TO BE PLACED 39' IN LENGTH AND WIDTH IN THE FRONT

LAWN AREA IN THE APPLICATION OF SECTION 1165.07(a) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

6. ADMINISTRATIVE APPEAL ORDER NO. 2025-11 (RODGERS):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW AN ORNAMENTAL FENCE TO BE 2' FROM THE PUBLIC SIDEWALK IN THE APPLICATION OF SECTION 1165.07(d) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

7. ADMINISTRATIVE APPEAL ORDER NO. 2025-12 (SKRJANC):

AN ORDER GRANTING A VARIANCE AND EXCEPTION OF 102 SQ. FT. FOR AN OVERSIZED PAVILION IN THE APPLICATION OF SECTION 1171.02(c) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

8. ADMINISTRATIVE APPEAL ORDER NO. 2025-13 (SKRJANC):

AN ORDER GRANTING A VARIANCE AND EXCEPTION OF 4' HEIGHT FOR A PAVILION IN THE APPLICATION OF SECTION 1171.02(c) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

9. ADMINISTRATIVE APPEAL ORDER NO. 2025-14 (SKRJANC):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW A PAVILION TO BE CONSTRUCTED 3' FROM THE HOUSE IN THE APPLICATION OF SECTION 1171.02(e) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

10. ADMINISTRATIVE APPEAL ORDER NO. 2025-15 (LIFETIME VALUE):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW THE TOP METAL SECTION OF THE BUILDING TO BE PAINTED USING THE COLOR NATIONAL ANTHEM BLUE IN THE APPLICATION OF SECTION 1145.11(b)(1)(B) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

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

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

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

**Service Director** – Todd Shannon

**Recreation Director** – Julie Kless

**City Engineer** – Tim McLaughlin

**Finance Director** – Cheryl Benedict

**Law Director** – Mandy Gwartz

**Police Chief** – Rob Daubenmire

**Fire Chief** – Bill Malovrh

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

**WARD MATTERS****PUBLIC PARTICIPATION**

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

**REPORTS OF STANDING COMMITTEES**

**Finance** – Bisbee, Mohorcic, Antosh

**Safety** – Phares, Malta, McFarland

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

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

**Tax Compliance** – Koudela, Antosh, McFarland

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

**Budget** – Mohorcic, Koudela, Bisbee

**LIAISON REPORTS**

**Planning** – Phares/Alternate Antosh

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

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

**Recreation Board** – Bisbee/Alternate Phares

**Plan Review Board** – Antosh

**FUND TRANSFERS & BID AUTHORIZATIONS****CONTRACT APPROVALS****INTRODUCTION & CONSIDERATION OF LEGISLATION**

[11.](#) ORDINANCE NO. 2025- 19

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

**Item was on First Reading 4/1/25, Second Reading 4/15, Item is on Third Reading.**

[12.](#) ORDINANCE NO. 2025- 20

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

**Item was on First Reading 4/1/25, Second Reading 4/15, Item is on Third Reading.**

[13.](#) ORDINANCE NO. 2025- 22:

AN ORDINANCE AUTHORIZING THE MAYOR OF WILLOWICK, OHIO TO ENTER INTO AN AGREEMENT WITH MEDICAL MUTUAL INSURANCE TO PROVIDE A

COMPREHENSIVE HEALTHCARE INSURANCE PLAN FOR CERTAIN EMPLOYEES OF THE CITY; AND DECLARING AN EMERGENCY.

14. ORDINANCE NO. 2025- 23:

AN ORDINANCE AMENDING SECTION 141.09 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, “FULL-TIME CAPTAIN” AND DECLARING AN EMERGENCY.

15. RESOLUTION NO. 2025 - 24:

A RESOLUTION DECLARING IT NECESSARY TO RENEW AN EXISTING ONE MILL TAX LEVY FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING AND OTHERWISE IMPROVING SANITARY AND STORM SEWER LATERALS AND REQUESTING THE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE CITY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT RENEWAL LEVY, AND DECLARING AN EMERGENCY.

16. RESOLUTION NO. 2025 - 25:

A RESOLUTION DECLARING IT NECESSARY TO RENEW AN EXISTING ONE AND FIVE TENTHS MILL TAX LEVY FOR THE PURPOSE OF PROVIDING FUNDS TO PURCHASE EQUIPMENT AND CAPITAL IMPROVEMENTS FOR THE SAFETY FORCES OF THE CITY AND REQUESTING THE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE CITY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT RENEWAL LEVY AND DECLARING AN EMERGENCY.

17. RESOLUTION NO. 2025 – 26:

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO LAKE COUNTY ENGINEER’S OFFICE IN THE AMOUNT OF \$11,862.52 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

18. RESOLUTION NO. 2025 – 27:

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO THE OHIO PUBLIC WORKS COMMISSION IN THE AMOUNT OF \$36,223.48 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

19. RESOLUTION NO. 2025 - 28:

A RESOLUTION AUTHORIZING THE FINANCE DIRECTOR OF THE CITY TO TEMPORARILY ADVANCE FUNDS FROM THE GENERAL FUND (101) TO THE NORTHEAST OHIO PUBLIC ENERGY COUNCIL (“NOPEC”) ENERGIZED COMMUNITY GRANT FUND (227), AND DECLARING AN EMERGENCY.

20. ORDINANCE NO. 2025-24:

AN ORDINANCE AMENDING ORDINANCE 2025-13 TO PROVIDE FOR ADDITIONAL APPROPRIATIONS FROM THE GENERAL FUND (101); STREET CONSTRUCTION



MAINTENANCE & REPAIR FUND (202); POLICE & FIRE CAPITAL IMPROVEMENT LEVY FUND (207); SEWER LATERAL REPAIR FUND (211); FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF WILLOWICK, STATE OF OHIO, DURING THE CALENDAR YEAR ENDING DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.

21. ORDINANCE NO. 2025- 25 (Amended):

AN ORDINANCE AMENDING ORDINANCE 2025-3 AND PROVIDING FOR THE COMPENSATION OF SEASONAL AND PART-TIME EMPLOYEES OF THE CITY OF WILLOWICK RECREATION DEPARTMENT FOR YEAR 2025, AND DECLARING AN EMERGENCY.

**MISCELLANEOUS**

- 22. Motion authorizing an expenditure to Arbia Bitner in the amount of \$30,800.00 for the release of escrowed insurance proceeds related to the fire at 262 East 324th Street.
- 23. Motion to Declare a Kubota Skid Steer Loader with City Tag No. 2187, Serial No. KBCZ131CKL3C52957 as Surplus, Unneeded, Unfit for Public Use and Authorizing its Trade-in.
- 24. Motion authorizing Verdantas to prepare specifications, details, plans and bid documents, advertise and obtain bids, and perform construction administration and observation services for the 2025 Lateral Program a fee of \$ 32,100 in accordance with the Agreement for engineering services.
- 25. Motion authorizing Change Order #1 to United Survey for the extension of contract completion date for the E. 305th Sewer Improvements Project.
- 26. Motion authorizing the Mayor to enter into an agreement with Active Networking in the amount of \$20,125.00 for a block of 175 hours of IT maintenance and support.
- 27. Motion approving the new business of Telecom Acquisition Corp / Classic Store - Located at 32702 Vine Street.
- 28. Motion declaring the items listed in "Exhibit A" as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing their Disposal.
- 29. Motion authorizing the city's re-enrollment in the Ohio Bureau of Workers' Compensation Group-Retrospective-Rating Program through the Ohio Association of Public Treasurer's for the policy year beginning January 1, 2026.
- 30. Motion authorizing the temporary retroactive appointment of Gretchen Kless as the City Senior Center Coordinator for a term from April 23, 2025 and to May 1, 2025. The temporary appointment is not to exceed forty (40) hours per week. The City shall pay Gretchen Kless while she is temporary Senior Center Coordinator at a rate of \$22.00 an hour.
- 31. Motion Authorizing the Mayor and Keith Lawrence to complete and authorize pre-award applications and conditions for a grant from the Ohio Office of Criminal Justice Services regarding video products and professional services of Flock Security.

**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**

Tuesday, April 15, 2025 at 6:30 PM  
 City Council Chambers

**ADA NOTICE**

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**MINUTES**

**CALL MEETING TO ORDER**

**PLEDGE ALLEGIANCE**

**INVOCATION**

**ROLL CALL OF COUNCIL**

State Representative Dan Troy comes to address Council about Election Day on May 6. There is a very important issue, State Issue 2, on the ballot. Issues will now be consecutively numbered to decrease confusion. Issue 2 is a program that has been around for nearly 40 years. He was one of the co-sponsors that put this on the ballot. The authorization for the program expires on July 1 of this year.

He gives Council President Koudela a sheet of information.

Over the life of this program, Willowick has gotten \$8.438 million in grants. Most recent were E 328th sewer rehabilitation, E 327th sewer rehab., Fairway storm sewer rehab., and E 305 sewer rehab.. They also received emergency funding for Shoregate storm sewer collapse. Also on another phase Willowick received over \$600,000. Previous program was \$2 billion over 10 year period. Inflation has hit hard. This program asks for \$2.5 billion. The other beneficial part of the program, is that decisions are not made in Columbus. Projects are scored and determined at a local level which of these projects get funded. It has been a benefit to Willowick. He encourages Council and the residents to support the renewal and funding of this program. Without the voter authorization, this program will expire on July 1 of this year. Many of them feel this was one of the best ideas the State has come up with for helping out local communities. It's not a bond issue or a tax increase. This does not impact taxes in any way, shape, or form. Mayor and Council sent something regarding regulations for the WasteWater Treatment. Those are not set in the State, they are set at the Washington D.C. level. You might surmise some of these regulations will be lightened with the new administration. They contacted someone regarding grants and low interest low options for municipalities regarding sewer issues and funding.

He presents this information to the Mayor.

He says last week they passed a budget. A fairly controversial bill. The local government fund percentage was raised from 1.7% to 1.75% of all state tax revenues, a silver lining. State Issue 2 has been super beneficial in addressing infrastructure projects in the City. There is a real need in the City to address these issues.

Ms. Koudela says we did discuss this at the last Council meeting as well and encouraged everyone to vote yes on Issue 2.

Mr. Malta says what happens if this item does not pass on May 6? Will it go on November ballot?

Dan Troy says yes they are hoping. They anticipate low turnout in this primary election. They were hoping to get it on last November's ballot but there have been many big issues on. It's a very valuable program and if it doesn't pass in May we will lose a cycle and technically these committees won't be able to do anything from July 1 until January 1 of next year.

Ms. Koudela says they appreciate the resources he passed out regarding help with the sewer rates.

### **APPROVAL OF MINUTES**

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

**MOTION: Ms. Antosh motioned to approve the minutes of the Regular Council Meeting of April 1, 2025. Mr. Malta second.**

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

**Motion carried. Minutes approved.**

### **APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS**

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

Mayor Vanni says Rob is not here this evening, but he wants to read the Proclamation anyway. Rob has been with us for 43 years of service. He proceeds to read the Proclamation recognizing his dedication and service to the City.

Ms. Koudela jokes that Rob has possibly been here as long as our sewers have.

Mr. Shannon says he believes he is the longest current employee.

Mayor Vanni says we have been blessed with employee retention and their knowledge that cannot be replaced.

Mr. Malta says being a mailman and seeing Rob every day and picking his brain about sewers has been helpful throughout the years. He wishes Rob good luck in his retirement.

### **ADMINISTRATIVE APPEALS**

Ms. Zajdowicz is present at the meeting but does not have anything to add at this time. Ms. Koudela says BZA did recommend denying both of these Administrative Appeals.

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

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

**MOTION: Ms. Antosh motioned to approve the Administrative Appeal. Mr. McFarland second.**

**ROLL CALL:** Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, NO. Ms. Antosh, yea. Mr. Mohorcic, NO

**Motion carried. Administrative Appeal granted.**

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

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

**MOTION:** Ms. Antosh motioned to approve the Administrative Appeal. Mr. McFarland second.

**ROLL CALL:** Ms. Bisbee, yea. Mr. Phares, yea. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, NO. Ms. Antosh, yea. Mr. Mohorcic, NO

**Motion carried. Administrative Appeal granted.**

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

He thanks Representative Troy for coming in. He did let him know about potential EPA funding. Willowick and Wickliffe both sent letters regarding the sewer issue to State Reps as well as US Reps and Senators. He was glad that Troy came out tonight to speak. He is correct on those figures. 27 projects have been done with this assistance. Needless to say, this program is vital to our community. We cannot get these projects done without this help. Willowick residents will also have Issue 3. This will remove Fire Chief from Civil Service.

He will be posting his article for the Courier and the News Herald. We have a part time department. We do not have a succession plan in place in the fire department. The Chief has to retire at the end of the year. We put a test out March 2024 and no one signed up. We are at a point where we do not have that line going up. This will give us that succession line and some long term stability at the top. This part time department model still works, but there are challenges with it. We are going to get the word out in the next couple weeks. Election night is 3 weeks from today.

We do have information on our website but we are looking at big increases with gas and electric. Kyla was here from NOPEC a few meetings ago. Depending on what you read, rates could go up for electric 10-20%. He cannot get a solid figure for gas yet. He will keep mentioning this as well and if you get calls, please point residents that direction.

There will be no meeting on May 6 due to Election Night.

He thanks the Recreation Department for the Pancake Breakfast and Easter Egg Hunt. It was packed and it was a great day and a great job by everyone. They started cooking at like 6 a.m. and it was nonstop.

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

Ms. Antosh asks if either the Finance Director or the Mayor can explain how the OPWC grant money works.

Mayor Vanni says he is on the Committee for Lake County also which helps. Usually Tim, Todd, Cheryl, and himself sit down and decide what roads need work. These roads get graded and the worst ones get priority.

Mr. Shannon says they go to the County and meet in the Chambers there. It is steered by the County Engineer. It is very competitive and we have been very lucky to get a lot of funds the past few years.

Mayor Vanni says we are one of the few cities who received two projects. He says he also spoke to Mentor City Manager and they received well over \$8 million also. It's important to everyone.

Finance Director says as the Mayor said, they prioritize what projects they want to apply for but then the Engineer helps determine what projects would be most likely to receive funding. They coordinate all of that on the City's behalf.

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

#### **Service Director – Todd Shannon**

Service Director Shannon submitted his report. He has a few items on the agenda for tonight. One is ODOT Salt Contract. He also put an emergency Motion on the agenda for a skid steer. It needed an additional \$2,000 or so. The price has gone up since it was originally approved. Dye testing has been going crazy for houses on the market. We continue to work on parks projects and asphalt plants have been opened. Upcoming construction, water line on Lakeshore will likely start soon... final phase. Euclid Ave project, Wickliffe will lead, had a scope meeting last week and will likely start next year.

#### **Recreation Director – Julie Kless**

Recreation Director Kless said the two big events last weekend- the flea market and Breakfast with the Bunny were both well attended. She loved the way it turned out. She thinks the residents liked the breakfast with the egg hunt. Clean up the Parks event will be May 3 at Manry 8 am. Community Shredding at the Community Center 9-12. Doreen is recovering well and should be coming back part time after Easter.

#### **City Engineer – Tim McLaughlin**

#### **Finance Director – Cheryl Benedict**

Finance Director Benedict has no formal report. She does have several requests for income tax. We might want to get something scheduled for that.

#### **Law Director – Mandy Gwartz**

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

#### **Police Chief – Rob Daubenmire**

Police Chief Daubenmire recognizes dispatch during telecommunication's week. No formal report, but open for questions.

#### **Fire Chief – Bill Malovrh**

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

### **WARD MATTERS**

Ms. Koudela says a resident on 330th recommended a parking ban on trash day in specific areas. He says he watches the trash trucks struggle to get cans because there are too many cars on the streets. She

thinks maybe Safety Committee should have a discussion about that. She feels it might be hard to enforce in different areas and dealing with delays also.

## **PUBLIC PARTICIPATION**

*a) Public statement (1 minute maximum)*

*b) Council response to the public*

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

## **REPORTS OF STANDING COMMITTEES**

**Finance** – Bisbee, Mohorcic, Antosh

**Safety** – Phares, Malta, McFarland

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

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

**Tax Compliance** – Koudela, Antosh, McFarland

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

Ms. Antosh said a Moral Claims meeting just happened prior to this meeting. They are requesting reimbursement for \$1,030.00 for the insurance deductible for damage done to their grandmother's car.

No questions from Council. Ms. Antosh asks if they want to discuss anything else.

They say that they understand it is a hefty amount. They took pictures of a couple other manholes that are in better condition on the street. They understand it was an isolated incident, but they feel that based on this incident, any compensation is fair. She has lived here for over 7 years and has never had to worry about a manhole being flipped up. The car was in the shop for over a month and it has caused a lot of hardship. Any compensation would be greatly appreciated. He says that they hope the City will stand by them as a part of their community. He says the grandmother is on a fixed income and he is sure Council understands how things like this can really affect someone.

Ms. Antosh asks if there are other comments?

Mr. McFarland asks if there is a process for reviewing the safety of manholes?

Mr. Shannon says it was an isolated incident. We do not have a specific manhole policy in place but they are expected and are checked and repaired as needed or as other projects are in the area. He did not see the chip; he did see the cut out that is there to help with getting access to it.

Ms. Antosh asks for a Motion to approve the claim for \$1,030.00



Council voted no. 4 against, 3 for. The Roll Call was as follows:

MOTION: Mr. Malta motioned to approve. Mr. McFarland second.

ROLL CALL: Ms. Bisbee, yea. Mr. Phares, no. Mr. Malta, yea. Mr. McFarland, yea. Ms. Koudela, no. Ms. Antosh, no. Mr. Mohorcic, no.

**Budget** – Mohorcic, Koudela, Bisbee

Mr. Mohorcic says we will be rescheduling the joint Finance/Budget meeting for the 6th and they will find a date.

## **LIAISON REPORTS**

**Planning** – Phares/Alternate Antosh

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

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

**Recreation Board** – Bisbee/Alternate Phares

**Plan Review Board** – Antosh

## **FUND TRANSFERS & BID AUTHORIZATIONS**

## **CONTRACT APPROVALS**

## **INTRODUCTION & CONSIDERATION OF LEGISLATION**

### 5. ORDINANCE NO. 2025- 19

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

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

Mr. McFarland says alcohol Prohibition of alcohol ended. Issue 2 in 2023 lifted the prohibition of marijuana. It passed by a landslide in the City. He is all in favor of having this in the City, but there are issues with this current legislation. The licensing fee in the legislation is \$2500 more than in Eastlake's legislation. He feels that having the higher licensing fee might inhibit recruitment.

Ms. Koudela says that before we go forward, does he have a recommendation?

He feels we should match Eastlake at \$15,000.

The next section to address is 786.6A referring to a limit of signs of only wall or window signs. He feels the inspiration of this came from Lakewood which has a much higher set of requirements for zoning/planning. We do not have this requirement for any other type of businesses. He feels this should be stricken. The other 3 sign requirements that are listed he feels are perfectly acceptable.

The other one is in the next ordinance. The limitation of only 1 dispensary for the City. He feels this limits competition. He points out that barring a second dispensary of 1 mile of another contradicts this to begin with. If you wish to keep the limit of 1, remove the 1 mile. We have limited space in the City. He feels we should strike both of these parts of the legislation. We have several other types of businesses where there are competitors in the same area. This is a lucrative tax dollar business for us. Limiting to 1 is in the detriment of the City.

Mr. Phares says that Planning did throw around the idea of \$15,000. It was discussed a lot.

Ms. Koudela says we should discuss and then provide input to the law director.

Ms. Antosh says keeping it \$17,500 is fine.

Mr. Malta says if you're bringing a business in here, he doesn't feel that amount will inhibit someone bringing the business in. He says to keep it at \$17,500.

Ms. Koudela agrees with that comment, but to Devon's point the neighboring communities are at \$15,000. They could go a mile another way and save \$2,500.

Ms. Antosh says she feels that it could go the other way also and other cities might increase theirs.

Mayor Vanni says that he thought there was another City in Lake County that was \$20,000 and they decided to split the middle? Mr. Phares confirms that this sounds correct.

Ms. Antosh says if you are comparing pricing, take all Cities in Lake County.

Ms. Koudela says it sounds like Council wants to leave it as is? No changes to that section.

Chapter 786.06 regarding the signage... Ms. Koudela says there is an ordinance that prohibits pole signs period. This would prohibit monument signage.

Ms. Antosh says no problem keeping it as is. This is likely to be on 305 or Euclid Ave. If you look at that strip, the signage is all on the building.

Mr. Phares doesn't think it will limit people seeing it/finding it.

Mr. McFarland says that if this were to go into a plaza that has a joint sign, they would be barred from putting their sign up on that sign. This is a common thing in shopping plazas. Some kind of monument sign that shows all businesses in that plaza. This is usually part of the lease.

Ms. Antosh says there is no place like that.

Mr. McFarland says that there is one.

Mr. Phares says it is not eligible to go there.

Ms. Koudela asks if Mr. Phares has any input on why Planning came up with that?

Mr. Phares says he thinks ORC has regulations on these type of signs for these type of businesses.

Mr. McFarland says he believes that this was pulled directly from Lakewood after speaking to members of the Planning Commission. We are not as strict as them. This is to match their look.

Ms. Koudela says they don't allow pole or monument signs to begin with?

Mr. McFarland says yes. He believes the intention of this was for uniformity.

Mr. Mohorcic says we should make sure ORC doesn't have a ruling on this?

Law Director Gwartz says ORC restrictions have to do with what is on the signage. No marijuana plant on the sign or a joint, etc. There is no restriction as far as the type of sign. That is based on local communities.

Ms. Koudela says she's not opposed to removing that restriction.

Mr. Mohorcic says he agrees with Ms. Antosh. He feels that it should be restricted because there is only one place he feels it can go anyway and we can keep consistency by keeping it in there.

Ms. Bisbee says she would remove it. We have standards on that type of sign in that area anyway.

Mr. Phares says he would keep it. Mr. Malta agrees.

That stays as is as well.

Lastly, the discussion point is for OR 2025-20 section 111 that only permits one.

Law Director Gwartz says it is also 786.03 with the 1 mile restriction so if Council wants to change it, it needs to be changed on both items 19 and 20.

Ms. Koudela asks if Mr. Phares can shed light on why this was recommended by Planning.

Mr. Phares says it was there from the beginning.

Law Director Gwartz says she was at that meeting and it might not have been discussed as a whole. She sees what the issue is with it. She doesn't think removing one or the other or both is a fatal flaw. She understands how they are contradictory.

Mr. McFarland says that ORC limitations there is already a hindrance that limits where they can be so we wouldn't have more than 1 or 2. He doesn't feel we should also limit it and asks for more explanation as to why we wouldn't want more than one?

Ms. Antosh says personally she doesn't want any, but would settle for one. She has gotten several calls from residents that really don't want to see it. Right now it's 20% tax.

Mayor Vanni says right now it's held because language in what is on the ballot that didn't spell out how to get the tax money to the cities but that will be resolved. That's pooled from the state.

Ms. Antosh says we already have 3 within a 10 minute drive all dual licensed.

Mr. Phares says he doesn't think one will even come here and he agrees leaving it at one is correct.

Mr. Malta says he has no problem with two or more. He can't see us turning our backs on the tax dollars. That money can produce something very positive. That's where he is at with it right now. This will benefit the city and constituents.

Mr. Mohorcic says he doesn't have a problem with the business but feels it should be limited to one. He went skiing to Colorado. Colorado had them everywhere and if you go into them, some are great and some aren't. He understands that from the Narcotic's Board that some of these smoke shops are selling these things under the table. From a standpoint of the argument that it is tax dollars coming in, he doesn't see that. A lot of these places can't even get traditional bank financing because it's illegal nationwide. They are self funded or private equity. When he was on Planning, they voted to put a moratorium on it to see what the State says. He thinks we have enough to allow one. 296 state licenses issued. He thinks 1, fine. The fee itself is great, but until we see how this shakes out, limiting might be fine. We have done it before for other businesses. He agrees with Mr. McFarland that Willowick voted to pass this by a large margin. He thinks maybe remove the one mile since it's redundant but see if there are any issues before we allow more. We can always amend later on.

Mr. Malta says the Building Department would not let a building get run down. They were in two of them today looking. They were pristine. One of the cities the buildings aren't very nice, but these were both pristine.

Mr. Mohorcic says that he agrees but Sean tried to get ShoreGate Towers to not be run down, but it still happened. Eastlake has medical marijuana and it has to be pristine. Sean tries his hardest but he can only do so much. Shoregate Towers was cited so many times.

Mr. McFarland says that these are not the smoke shops you see on Vine. These are well maintained and every single one across the state looks pristine and have security plans in place. They are improving communities. They are afraid of losing their licenses so they are not causing problems. If Chief Daubenmire speaks to other cities, he will see also they are not a problem.

Mr. Mohorcic says he has heard the same, but he would challenge that as he has heard differently from Willoughby. They are not medical marijuana facilities.

Mr. McFarland says the other businesses you're referring to, the limits are not 1... maybe 4 or 5 online gaming facilities.

Ms. Koudela says yes but she believes that restriction was put into place after these businesses existed already.

Mr. McFarland says that that is not how our code is currently written. We have natural limitations and under ORC there will be physical limitations. Maybe 2 at most?

Mr. Mohorcic says we put a moratorium on before it was even legal so we could have discussion. Maybe if we have a second one looking to come in, maybe we see what we like or dislike to amend?

Ms. Antosh says how many of you have gone and looked at Eastlake, Mentor, or other cities and looked? You don't have to partake, but you should go look. She addresses Mr. McFarland.

Mr. McFarland says he has not been in them. He has not been in other businesses to see.

Ms. Bisbee has gone in and so did Mr. Malta.

Ms. Bisbee says that she sees Devon's point and sees the other members' points. She would like to revisit the number after we have one in the City.

Ms. Koudela says the majority is to leave as is?

Mr. McFarland says the main reasons you want to leave it at one is that you disagree with the 65% of Willowick voters?

Mr. Mohorcic says the voters voted on marijuana.

Mr. McFarland says he has heard multiple members of council say "I'd prefer zero, but I'll settle for one". It was an overwhelming yes they want this.

Ms. Antosh says right, start with one. Personally, she doesn't want any but she is agreeing to one. Do we have to go through every single City and see if we have to have one in Willowick? The majority here is agreeing to one.

Ms. Koudela says she has had one, maybe two companies reach out asking about the Ordinances. They must have been following the Planning Commission and ultimately want to know when Willowick decides on this for a potential business. One resident reached out and said they should not be allowed in Willowick at all. She agrees that it should be allowed but we should look to Planning Commission for guidance. She feels we should go with their recommendation.

Mr. Mohorcic asks Law Director if we had the one mile portion, is it in City limits only?

Yes.

He is good with striking the one mile portion.

Ms. Koudela says the majority wants to leave the limit of one. Back and forth about the one mile? If we are only allowing one, what's the point in revising the legislation at this time.

Willowick is 2.8 square miles.

Mr. Phares says there is a section over by the Cabin also.

Ms. Koudela asks if we strike the one mile?

Ms. Bisbee says revisit later. Ms. Antosh leave it in. Mr. Mohorcic says doesn't matter.

Ms. Koudela says we will leave it in. Based on discussion, no changes at this point. Third Reading next meeting.

**This item will be on Third Reading at the May 20, 2025 Meeting.**

6. ORDINANCE NO. 2025- 20

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

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

**This item will be on Third Reading at the May 20, 2025 Meeting.**

7. RESOLUTION NO. 2025-18:

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

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



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

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

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

**Motion passed. Legislation approved.**

8. RESOLUTION NO. 2025-19:

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

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

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

**MOTION:** Mr. Malta motions to approve. Mr. Phares second.

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

**Motion passed. Legislation approved.**

9. RESOLUTION NO. 2025 – 20:

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

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

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

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

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

**Motion passed. Legislation approved.**

10. RESOLUTION NO. 2025-21:

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

Ms. Antosh asks for more info.

Law Director says Tim and Sean are not here but she believes from her understanding...

Mr. Mohorcic says that he can help. This is with the State of Ohio and ODNR. We have to file no objection because they are putting a structure in the water for the State.

Law Director says that this is saying Willowick is not doing anything with this land. Tim and Sean said no interference on behalf of the City.

Mayor Vanni says yes they are putting in a breakwall.

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

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

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

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

**Motion passed. Legislation approved.**

11. RESOLUTION NO. 2025 – 22:

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

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

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

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

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

**Motion passed. Legislation approved.**

12. RESOLUTION NO. 2025 – 23:

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

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

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

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

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

**Motion passed. Legislation approved.**

13. ORDINANCE NO. 2025-21:

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

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

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

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

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

**Motion passed. Legislation approved.**

## MISCELLANEOUS

14. Motion to approve the Liquor License transfer #2819459 from Log Cabin Restaurant Inc. & Patio Outbuilding to Fork My Life Restaurant Group Timber Kitchen & Social LLC & Patio & Outbuilding located at 28810 Lakeshore Blvd. Willowick, Ohio 44095.

Mr. Phares asks if they are changing ownership?

Mayor Vanni says Police is good with it. He doesn't want to speak yet as he doesn't know. It looks like they are transferring from past to new owner based on the name but that is just an educated guess.

Ms. Koudela says that it is her understanding that the business can transfer, but the liquor license takes much longer to transfer.

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

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

**Motion carried. Motion approved.**

15. Motion Authorizing the Mayor to Enter into an agreement with Lampion Company for the repair of the conduit at the intersection of Lakeshore Boulevard and Vine Street in the amount of \$16,200.

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

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

**Motion carried. Motion approved.**

16. Motion granting authorization for Dawn Snyder to approve purchase orders during the Finance Director's absence from April 19th through April 28, 2025.

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

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

**Motion carried. Motion approved.**

17. Motion to authorize the expenditure of \$30,457.98 to SHI International for the purchase of 14 Dell Computers.

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

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

**Motion carried. Motion approved.**

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

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

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

**Motion carried. Motion approved.**

19. A Motion to authorize the expenditure of \$27,972.58 to Hall Public Safety for the outfitting of a new 2025 Ford Explorer Interceptor for police use.

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

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

**Motion carried. Motion approved.**

20. Motion to implement Weekend Premium Pay in the Fire Department commencing the weekend of Memorial Day 2025 through Labor Day 2025 from Friday, 1800 hours to Monday, 0600 hours at an additional rate of \$8.00 per hour, excluding Holidays.

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

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

**Motion carried. Motion approved.**

Item #21 (Please Note this Item was a Late Add on for the Agenda):

21. Motion to authorize an expenditure to Southeastern Equipment Company in the amount of \$39,833.92 for a Case SV280B T4 Skid Steer.

Mr. Phares asked if we just bought one?

Todd says yes 4 years ago but it is not working for its intended purpose and will be a trade in.

Motion to Waive the 3 Day Rule.

**MOTION: Mr. McFarland motioned to waive the three day rule. Ms. Antosh second.**

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

**Approved.**

Motion to Approve the Motion (#21):

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

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

**Motion carried. Motion approved.**

## **PUBLIC PARTICIPATION**

*a) Public statement (1 minute maximum)*

*b) Council response to the public*

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

No one wishes to speak.

Mr. Malta says May 3 Hearts and Hammers will be involved for the clean up with Recreation Department. It doesn't kill the whole day... we usually get done early. Normally Julie gets pizza and Todd gets the football players.

Secondly, on the 10th of May is the biggest food drive in the United States.... For the Postal Service. It is easy to get involved. You can get with him if you'd like to be involved in your neighborhood to pick up the groceries so the mailman doesn't have to do it. They go to the Food Bank right off Willowick Drive. It would be nice to see Council help. It's a great event. It seems like this time of year, the Food Bank needs the most help. It wouldn't hurt to put this info out on social media as well to leave groceries out by mailbox or front door.

He also asks if there is more info on old Walker's Hardware?

Mayor Vanni says they just came to Planning. They are going to concrete the lot he thinks. The back part will be offices. The front part... hoping for a restaurant/bar because they own the liquor license. He has been actively trying to get someone in there. He thought he had someone but the building was a little too big for them.

Ms. Koudela says the work they have done looks very nice.

Ms. Antosh says they are redoing the front lot and then in the back, they are only doing partial in the back for employees and then once the front is rented, they will finish the back. They redid the sewer drain in the back. They may have more drainage to do.

She asks Charlie what the date is for that event.

He specifies May 10 usually around 9-12. They need help.

Ms. Antosh asks if this is the Saint Mary Magdalene one?

He says it is behind Bethel Lutheran.. Saint Mary Magdalene doesn't do that anymore.

Mr. McFarland says that the Kiwanis one closed 12 years ago.

Ms. Antosh says there is one still in there.

**ADJOURNMENT**

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

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

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

**Motion carried. Meeting Adjourned at approximately 8:04 p.m.**

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Clerk of Council

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Council President

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Date

## ADMINISTRATIVE APPEAL ORDER NO. 2025-8

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ENCLOSE THE FRONT YARD WITH AN ORNAMENTAL FENCE THAT IS 4" IN HEIGHT IN THE APPLICATION OF SECTION 1165.07(a) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

CASE 25-5  
EDWARD RODGERS  
28534 PARKWOOD DR.

WHEREAS, at its meeting of May 14, 2025, the Board of Zoning Appeals, in Case No. 25-5, heard the appeal of Edward Rodgers for the requested variance and has recommended to Council that the variance to Section 1165.07(a) of the Codified Ordinances of the City of Willowick be denied; and

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

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

SECTION 1. That the Applicant's variance to Section 1165.07(d) of the Codified Ordinances is hereby \_\_\_\_\_.

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

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council



## ADMINISTRATIVE APPEAL ORDER NO. 2025-9

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW AN  
ORNAMENTAL FENCE TO EXTEND 27' FROM THE FRONT LINE OF THE BUILDING  
IN THE APPLICATION OF SECTION 1165.07(a) OF THE CODIFIED ORDINANCES IN  
BOARD OF ZONING APPEALS

CASE 25-5  
EDWARD RODGERS  
28534 PARKWOOD DR.

WHEREAS, at its meeting of May 14, 2025, the Board of Zoning Appeals, in Case No. 25-5, heard the appeal of Edward Rodgers for the requested variance and has recommended to Council that the variance to Section 1165.07(a) of the Codified Ordinances of the City of Willowick be denied; and

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

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

SECTION 1. That the Applicant's variance to Section 1165.07(d) of the Codified Ordinances is hereby \_\_\_\_\_.

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

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council

## ADMINISTRATIVE APPEAL ORDER NO. 2025-10

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW AN ORNAMENTAL FENCE TO BE PLACED 39' IN LENGTH AND WIDTH IN THE FRONT LAWN AREA IN THE APPLICATION OF SECTION 1165.07(a) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

CASE 25-5  
EDWARD RODGERS  
28534 PARKWOOD DR.

WHEREAS, at its meeting of May 14, 2025, the Board of Zoning Appeals, in Case No. 25-5, heard the appeal of Edward Rodgers for the requested variance and has recommended to Council that the variance to Section 1165.07(a) of the Codified Ordinances of the City of Willowick be denied; and

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

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

SECTION 1. That the Applicant's variance to Section 1165.07(d) of the Codified Ordinances is hereby \_\_\_\_\_.

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

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council

## ADMINISTRATIVE APPEAL ORDER NO. 2025-11

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW AN  
ORNAMENTAL FENCE TO BE 2' FROM THE PUBLIC SIDEWALK IN THE  
APPLICATION OF SECTION 1165.07(d) OF THE CODIFIED ORDINANCES IN BOARD  
OF ZONING APPEALS

CASE 25-5  
EDWARD RODGERS  
28534 PARKWOOD DR.

WHEREAS, at its meeting of May 14, 2025, the Board of Zoning Appeals, in Case No. 25-5, heard the appeal of Edward Rodgers for the requested variance and has recommended to Council that the variance to Section 1165.07(d) of the Codified Ordinances of the City of Willowick be denied; and

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

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

SECTION 1. That the Applicant's variance to Section 1165.07(d) of the Codified Ordinances is hereby \_\_\_\_\_.

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

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council

## ADMINISTRATIVE APPEAL ORDER NO. 2025-12

AN ORDER GRANTING A VARIANCE AND EXCEPTION OF 102 SQ. FT. FOR AN  
OVERSIZED PAVILION IN THE APPLICATION OF SECTION 1171.02(c) OF THE  
CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

CASE 25-6  
SCOTT SKRJANC  
488 E. 321 ST.

WHEREAS, at its meeting of May 14, 2025, the Board of Zoning Appeals, in Case No. 25-6, heard the appeal of Scott Skrjanc for the requested variance and has recommended to Council that the variance to Section 1171.02(c) of the Codified Ordinances of the City of Willowick be granted; and

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

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

SECTION 1. That the Applicant's variance to Section 1171.02(c) of the Codified Ordinances is hereby \_\_\_\_\_.

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

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council

## ADMINISTRATIVE APPEAL ORDER NO. 2025-13

AN ORDER GRANTING A VARIANCE AND EXCEPTION OF 4' HEIGHT FOR A  
PAVILION IN THE APPLICATION OF SECTION 1171.02(c) OF THE CODIFIED  
ORDINANCES IN BOARD OF ZONING APPEALS

CASE 25-6  
SCOTT SKRJANC  
488 E. 321 ST.

WHEREAS, at its meeting of May 14, 2025, the Board of Zoning Appeals, in Case No. 25-6, heard the appeal of Scott Skrjanc for the requested variance and has recommended to Council that the variance to Section 1171.02(c) of the Codified Ordinances of the City of Willowick be granted; and

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

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

SECTION 1. That the Applicant's variance to Section 1171.02(c) of the Codified Ordinances is hereby \_\_\_\_\_.

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

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council

## ADMINISTRATIVE APPEAL ORDER NO. 2025-14

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW A PAVILION TO  
BE CONSTRUCTED 3' FROM THE HOUSE IN THE APPLICATION OF SECTION  
1171.02(e) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

CASE 25-6  
SCOTT SKRJANC  
488 E. 321 ST.

WHEREAS, at its meeting of May 14, 2025, the Board of Zoning Appeals, in Case No. 25-6, heard the appeal of Scott Skrjanc for the requested variance and has recommended to Council that the variance to Section 1171.02(e) of the Codified Ordinances of the City of Willowick be granted; and

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

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

SECTION 1. That the Applicant's variance to Section 1171.02(e) of the Codified Ordinances is hereby \_\_\_\_\_.

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

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council

## ADMINISTRATIVE APPEAL ORDER NO. 2025-15

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW THE TOP METAL SECTION OF THE BUILDING TO BE PAINTED USING THE COLOR NATIONAL ANTHEM BLUE IN THE APPLICATION OF SECTION 1145.11(b)(1)(B) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

CASE 25-7  
LIFETIME VALUE LLC/GEOFFREY BENNETT  
31809 VINE ST.

WHEREAS, at its meeting of May 14, 2025, the Board of Zoning Appeals, in Case No. 25-7, heard the appeal of Lifetime Value LLC/Geoffrey Bennett for the requested variance and has recommended to Council that the variance to Section 1145.11(b)(1)(B) of the Codified Ordinances of the City of Willowick be denied; and

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

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

SECTION 1. That the Applicant's variance to Section 1145.11(b)(1)(B) of the Codified Ordinances is hereby \_\_\_\_\_.

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

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council



## ORDINANCE NO. 2025- 19

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

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

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

**CHAPTER 786**  
**Marijuana Dispensaries**

**786.01 PURPOSE.**

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

**786.02 DEFINITIONS.**

For purposes of this chapter,

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

**786.03 LOCATION OF MARIJUANA DISPENSARIES.**

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

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

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

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

**786.04 DESIGN GUIDELINES FOR MARIJUANA DISPENSARIES.**

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

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

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

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

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

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

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

#### **786.05 OFF-STREET PARKING.**

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

#### **786.06 SIGN REGULATIONS FOR MARIJUANA DISPENSARIES.**

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

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

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

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

#### **786.07 SECURITY PLAN.**

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

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

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

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

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

#### **786.08 LICENSE PROCEDURES AND FEES.**

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

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

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

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

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

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

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

#### **786.09 RESPONSIBILITIES OF THE LICENSEE.**

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

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

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

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

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

#### **786.10 HEARING; RENEWAL; REVOCATION.**

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

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

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

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

### **786.99 PENALTY.**

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

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

Adopted by Council \_\_\_\_\_, 2025

\_\_\_\_\_  
Monica Koudela, Council President

Submitted to the Mayor: \_\_\_\_\_, 2025

Approved by the Mayor: \_\_\_\_\_, 2025

\_\_\_\_\_  
Michael Vanni, Mayor

ATTEST: \_\_\_\_\_  
Alyssa Moran, Clerk of Council

TO: Members of Council

FROM: Mark Carden Chairman  
Planning Commission

DATE: March 13<sup>th</sup>, 2025

RE: Planning Commission Motion from the  
Planning Commission Meeting of March 10<sup>th</sup> 2025

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

The motion is as follows:

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

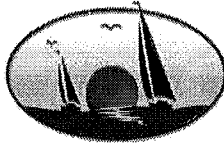
Voting Yea: Chairman Carden, Mr. Hren, Mr. Foisel, Mr. Fortney, Mr. Tomas, Ms. Monaco, Mr. Downing

If you have any questions, please call.

Sincerely,  
Mark Carden Chairman  
Planning Commission

MC/hkb

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



**City of Willowick**  
**PLANNING COMMISSION - DRAFT**

Monday, March 10, 2025 at 7:00 PM  
 City Council Chambers

**ADA NOTICE**

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

**MINUTES**

**Call meeting to order**

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

**Pledge of Allegiance to the Flag**

**Roll Call**

**PRESENT**

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

**ALSO PRESENT**

Chief Building and Zoning Inspector Brennan  
 Councilman Phares

**Approval of Minutes**

Planning Commission Minutes - February 10th, 2025

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

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

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

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

**Development & Plan Review Committee**

None.

**Rules Committee**

None.

**City Engineer's Report – Mr. McLaughlin**

None.

**Law Director's Report – Ms. Gwirtz**

None.

**Architectural Review Board**

None.

**Community Reinvestment Area – Mr. Carden**

None.

**Public Hearings**

None.

**Public Portion**

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

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

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

At this time Mr. Hren arrived.

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



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

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

### **Remarks – New Business**

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

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

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

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

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

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

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

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

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

**Adjournment**

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

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

## ORDINANCE NO. 2025- 20

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

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

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

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

(a) Main Uses Permitted.

- (1) Retail establishments.
- (2) Offices. Professional, administrative, medical, public, semi-public and civil offices and other civil establishments.
- (3) Professional business and service establishments. Professional, craftsman, artisan business uses and personal services when recommended by the Planning Commission and approved by City Council.
- (4) Dining facilities, full service and drive through restaurants, ice cream parlors, pizza or other specialty food establishments.
- (5) Grocery stores.
- (6) School facilities.
- (7) Health club facilities.
- (8) Motor vehicle fueling stations.
- (9) Maximum of four entertainment device arcade(s) per three square mile(s).
- (10) Mechanical amusement devices and game rooms.
- (11) **Marijuana dispensaries, subject to all the following:**

1. No more than a total of one (1) marijuana dispensaries shall be located in the City, regardless of the use district(s) in which they are located.
2. No marijuana dispensary shall be located within one mile of the boundaries of a parcel of real estate having situated on it another marijuana dispensary within city limits.
3. No marijuana dispensary shall be granted a Zoning Certificate without demonstrated compliance with the separation requirements contained in Sections 3796.30 and/or 3780.07 of the Ohio Revised Code, as applicable.

(b) Accessory Uses Permitted.

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

(2) Building service facilities:

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

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

(c) Prohibited Uses.

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

(2) Abortion clinics.

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

(4) Adult oriented material businesses.

(5) Sale of motor vehicles.

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

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

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

Adopted by Council \_\_\_\_\_, 2025

\_\_\_\_\_  
Monica Koudela, Council President

Submitted to the Mayor: \_\_\_\_\_, 2025

Approved by the Mayor: \_\_\_\_\_, 2025

\_\_\_\_\_  
Michael Vanni, Mayor

ATTEST: \_\_\_\_\_  
Alyssa Moran, Clerk of Council

## ORDINANCE NO. 2025- 22

AN ORDINANCE AUTHORIZING THE MAYOR OF WILLOWICK, OHIO TO ENTER INTO AN AGREEMENT WITH MEDICAL MUTUAL INSURANCE TO PROVIDE A COMPREHENSIVE HEALTHCARE INSURANCE PLAN FOR CERTAIN EMPLOYEES OF THE CITY; AND DECLARING AN EMERGENCY.

**WHEREAS**, the City has participated in negotiations with various health insurance providers to provide health insurance coverage for its employees; and

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

**Section 1.** That the Mayor of the City of Willowick is hereby authorized to enter a written Agreement with Medical Mutual to provide the City with a comprehensive healthcare insurance plan for certain employees, in a form substantially similar to the agreement annexed as Exhibit A and incorporated herein, and to execute all documentation necessary to formalize the validity and implementation of said Agreement.

**Section 2.** It is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance 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 Ordinance constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick and further provides for the usual and necessary daily operation of the Lakefront Park; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: \_\_\_\_\_, 2025

\_\_\_\_\_  
Monica Koudela, President of  
Council

SUBMITTED to the Mayor for his  
approval on \_\_\_\_\_, 2025

APPROVED by the Mayor on  
\_\_\_\_\_, 2025

ATTEST:

## ORDINANCE NO. 2025- 23

### AN ORDINANCE AMENDING SECTION 141.09 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, “FULL-TIME CAPTAIN” AND DECLARING AN EMERGENCY.

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

**SECTION 1.** Section 141.09 of the Codified Ordinances of the City of Willowick is hereby amended to read and provide as follows:

#### **141.09 FULL-TIME CAPTAIN**

- (a) There is hereby created the position of Full-Time Captain in the Division of Fire, which shall be in the classified service of the City of Willowick.
- (b) The compensation for the position shall be as determined by Council.
- (c) Full-Time Captains shall perform such duties as are directed by the Fire Chief, and/or as designated by Resolution or Ordinance.
- (d) Work week.
  - (1) The standard work period for Full-Time Captains shall consist of four (4) tours of work in a two (2) week pay period. Tours scheduled for each employee shall be as directed by the Chief. The standard work year will consist of one hundred four (104) tours of work.
  - (2) Full-Time Captains shall be compensated at a rate of one and one-half (1 ½) times the employee’s regular hourly rate for all tours in excess of eight (8) tours in a twenty eight (28) day period. Any time worked in excess of their regular schedule must be approved by the Fire Chief.
  - (3) The regular work week for Full-Time Captains shall be forty-eight (48) hours per week in a standard fire department schedule of twenty-four (24) hours on duty followed by forty-eight (48) hours off duty, except in no event shall an employee be regularly scheduled to work more than 96 hours in a two week pay period.
- (e) Full-Time Captains holding a current Paramedic certificate shall receive additional compensation at the rate of \$1.75/hour.
- (f) Full-Time Captains of the Fire Department shall be entitled to the same uniform allowances as are afforded by members of the Fire Department.

- (g) Full-Time Captains of the Fire Department shall be entitled to the vacation rights as follows:

<u>Years of Service</u>	<u>Vacation (in tours of duty)</u>
<u>1 or more but less than 5</u>	<u>4</u>
<u>5 or more but less than 10</u>	<u>6</u>
<u>10 or more but less than 15</u>	<u>8</u>
<u>15 or more but less than 20</u>	<u>10</u>
<u>20 or more</u>	<u>12</u>

“Years of service,” as used in this section, means as a full-time employee. The anniversary date of an employee's appointment as a full-time employee shall be used as the date to determine the length of service of each employee.

Vacations must be taken within the twelve-month period following each employee's anniversary date. Unused vacation time may be carried over into the employee's next vacation year due to hardship or the needs of the City, and subject to approval by the Mayor.

- (h) Full-Time Captains of the Fire Department shall be entitled to the sick leave rights as follows: Full-Time Captains shall be entitled, for each completed month of service to the City, to be absent for twelve (12) hours with pay for the reasons specified in subsection (k) hereof. For the purposes of this section, a total of eight (8) tours of duty within any one calendar month shall be considered as one month of full-time employment.

However, in computing such total in any calendar month, no deduction shall be made for the absence of an employee due to illness of or injury to the employee, which illness or injury shall be established by the evidence required by subsection (k) hereof, or due to paid vacations or legal holidays.

- (i) Compensation to be allowed for such hours of sick leave actually taken by a Full-Time Captain paid at an hourly rate shall be on the same basis to which the full-time Captain would have been entitled as compensation for his usual service if it had been performed on such days. The sick leave pay of a Full-Time Captain shall be computed by dividing their annual salary by the number of work hours in a calendar year.
- (j) Unused sick leave may be accumulated for a total of sixteen hundred eighty (1680) work hours.
- (k) When approved by the Mayor, a Full-Time Captain may use sick leave as provided for in subsection (h) hereof for absence due to illness, injury, exposure to contagious disease which could be communicated to other employees and to illness or death in the Captain's immediate family. In addition to the foregoing, a Full-Time Captain shall be allowed, without deduction from accumulated sick

leave, one (1) tour in the event of the death of any of the following relatives of such Captain or his or her spouse: spouse, child, parent, brother or sister. However, they shall not be entitled to sick leave or compensation therefor unless he or she first furnishes an affidavit satisfactory to the Mayor showing the duration of his or her absence and that such absence was the result of one of such causes and, in addition, if the Mayor so requires, a certificate of the attending physician, likewise satisfactory to the Mayor, confirming the facts recited in such affidavit. If such absence extends for more than two (2) consecutive tours, such an affidavit and such a certificate, if the Mayor requires the latter, shall be furnished on the third consecutive tour of such absence and once each seven days thereafter. Nothing contained in this section shall be construed to authorize sick leave with pay for any sickness or accident resulting from moral turpitude, intoxication or use of narcotics.

- (l) Sick leave credit shall be effective only during such time as the Captain remains in the employ of the City and shall not be entitled to compensation in any form for any unused sick leave credit remaining upon the termination of his or her employment with the City. However, the previously accumulated sick leave of a Full-Time Captain whose employment with the City has been terminated may, with the approval of the Mayor, be placed to his or her credit in the event of his or her re-employment by the City within a period of three years from the date of his last employment by the City.
- (m) After ten years of full-time employment with the City, and upon the retirement, death or injury resulting in total and permanent disability to perform the work as a Full-Time Captain, there shall be paid an amount representing any previously accumulated sick leave at the Captain's then current rate of compensation, up to a total of nine hundred sixty (960) work hours, as follows:
  - (1) In case of retirement, with the exception of a Captain who is a re-employed retirant as defined in Ohio R.C. 145.381. A re-employed retirant shall not be entitled to be paid the amount representing any previously accumulated sick leave at such employee's then current rate of compensation until such time as the employee is no longer a re-employed retirant.
  - (2) In case of death, to the Captain's surviving spouse, if any, who was living with such Captain or dependent upon him or her for support at the time of his or her death, or, if there is no surviving spouse, to the dependent children, including adopted children, of such Captain or for their use to their legal guardian or guardians or to the person or persons who, as determined by the Mayor, were dependent upon such employee for support or for their use to their legal guardian or guardians or to the person or persons with whom they are living. The determination of the Mayor as to the person or persons entitled to receive any payment in accordance with this subsection shall be final and neither the Mayor nor the City nor any other officer or employee thereof shall be required to see to the proper expenditure of any such payments.



(3) In case of injury resulting in total and permanent disability to perform the work as full-time Captain, to the Captain or for his or her use to the guardian or conservator of his or her estate, if any, or to the person or persons having custody and care of such Captain, if any, provided that the determination of the Mayor as to the person or persons entitled to receive any payment in accordance with this subsection shall be final and neither the Mayor nor the City nor any other officer or employee thereof shall be required to see to the proper expenditure of any such payment.

- (n) Holidays and Personal Days (1) All full-time Fire Captains working twenty-four (24) hours on-duty and forty-eight hours (48) off-duty work schedule shall receive five (5), twenty-four (24 hour) holidays for a total of 120 hours per calendar year. In lieu of the named holidays, such holidays may be scheduled at any time during the calendar year, upon the approval of the Fire Chief, which shall not be unreasonably denied and approved in a consistent manner. (2) Full-time Fire Captains working a twenty-four (24) hours on-duty and forty-eight hours (48) off-duty work schedule shall receive one and a half (1.5), twenty-four (24 hour) personal days for a total of 36 hours per calendar year. (3) Holidays and personal days shall not be accumulated and must be taken annually. (4) New employees or employees who terminate their employment for any reason shall be entitled to holidays on a prorated basis for each full month of regularly scheduled workdays. Employees who have used more than their prorated share of holidays upon termination shall have deducted from their final pay check an amount equal to such overpayment.

**Section 2.** That all ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed.

**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, insofar as it provides for the daily management and operation of the City Fire Department and that it ensures the orderly and uninterrupted efficient operation of the City.

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

Adopted by Council: \_\_\_\_\_, 2025

\_\_\_\_\_  
Monica Koudela, Council President

Submitted to the Mayor: \_\_\_\_\_, 2025

\_\_\_\_\_  
Michael Vanni, Mayor

Approved by the Mayor: \_\_\_\_\_, 2025

ATTEST: \_\_\_\_\_  
Clerk of Council

## RESOLUTION NO. 2025 - 24

**A RESOLUTION DECLARING IT NECESSARY TO RENEW AN EXISTING ONE MILL TAX LEVY FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING AND OTHERWISE IMPROVING SANITARY AND STORM SEWER LATERALS AND REQUESTING THE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE CITY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT RENEWAL LEVY, AND DECLARING AN EMERGENCY.**

**WHEREAS**, the electors of this City, on November 3, 2020 approved a one mill levy for the purpose of constructing, reconstructing and otherwise improving sanitary and storm sewer laterals; and

**WHEREAS**, the authority to levy the aforesaid additional tax expires with the levy heretofore made on the 2024 tax duplicate for distribution the City in 2025; and

**WHEREAS**, this Council finds it necessary to renew said one mill levy in accordance with Revised Code Sections 5705.19 and 5705.191 in order to continue receiving such revenue without interruption; and

**WHEREAS**, in accordance with Division (B) of Section 5705.03 of the Revised Code, as amended by Am. Sub S.B. No. 201, effective December 21, 1998, in order to submit the question of a tax levy pursuant to Section 5705.21 of the Revised Code, this Council must request that the County Auditor certify (i) the total current tax valuation of the City and (ii) the dollar amount of revenue that would be generated by the levy; and

**WHEREAS**, in accordance with Division (B) of Section 5705.03 of the Revised Code, upon receipt of a certified copy of a Resolution of this Council declaring the necessity of the tax, stating its purpose, whether it is an addition levy or a renewal or a replacement of an existing tax, and the Section of the Revised Code authorizing its submission to the electors, and requesting such certification, the County Auditor is to certify the total current tax valuation of the City and the dollar amount of revenue that would be generated by the proposed levy.

**NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILLOWICK, LAKE COUNTY, OHIO**, two-thirds of all the members elected thereto concurring, that:

**SECTION 1.** This Council declares that it is necessary to renew, for a period of five (5) years, and existing one mill ad valorem property tax outside of the ten-mill limitation for the purpose of construction, reconstructing and otherwise improving sanitary and storm sewer laterals, and that it

intends to submit the question of the renewal of that levy to the electors at the election on November 4, 2025, as authorized by Sections 5705.19 and 5705.191 of the Revised Code.

**SECTION 2.** This Council requests the County Auditor to certify to it both (i) the total• current tax valuation of the City and (ii) the dollar amount of revenue that would be generated by the renewal levy specified in Section 1.

**SECTION 3.** The Clerk of Council is hereby authorized and directed to deliver promptly to the County Auditor a certified copy of this Resolution.

**SECTION 4.** 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 5.** This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick and further provides for the usual and necessary daily operation of the Lakefront Park; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: \_\_\_\_\_, 2025

\_\_\_\_\_  
Monica Koudela, President of  
Council

SUBMITTED to the Mayor for his  
approval on \_\_\_\_\_, 2025

APPROVED by the Mayor on  
\_\_\_\_\_, 2025

\_\_\_\_\_  
Michael J. Vanni, Mayor

\_\_\_\_\_  
Alyssa Moran, Clerk of Council

## RESOLUTION NO. 2025 - 25

**A RESOLUTION DECLARING IT NECESSARY TO RENEW AN EXISTING ONE AND FIVE TENTHS MILL TAX LEVY FOR THE PURPOSE OF PROVIDING FUNDS TO PURCHASE EQUIPMENT AND CAPITAL IMPROVEMENTS FOR THE SAFETY FORCES OF THE CITY AND REQUESTING THE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE CITY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT RENEWAL LEVY AND DECLARING AN EMERGENCY.**

**WHEREAS**, the electors of this City, on November 3, 2020 approved a one and five tenths mill levy for the purpose of providing funds to purchase equipment and capital improvements for the safety forces of the City; and

**WHEREAS**, the authority to levy the aforesaid additional tax expires with the levy heretofore made on the 2024 tax duplicate for distribution the City in 2025; and

**WHEREAS**, this Council finds it necessary to renew said one mill levy in accordance with Revised Code Sections 5705.19 and 5705.191 in order to continue receiving such revenue without interruption; and

**WHEREAS**, in accordance with Division (B) of Section 5705.03 of the Revised Code, as amended by Am. Sub S.B. No. 201, effective December 21, 1998, in order to submit the question of a tax levy pursuant to Section 5705.21 of the Revised Code, this Council must request that the County Auditor certify (i) the total current tax valuation of the City and (ii) the dollar amount of revenue that would be generated by the levy; and

**WHEREAS**, in accordance with Division (B) of Section 5705.03 of the Revised Code, upon receipt of a certified copy of a Resolution of this Council declaring the necessity of the tax, stating its purpose, whether it is an addition levy or a renewal or a replacement of an existing tax, and the Section of the Revised Code authorizing its submission to the electors, and requesting such certification, the County Auditor is to certify the total current tax valuation of the City and the dollar amount of revenue that would be generated by the proposed levy.

**NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILLOWICK, LAKE COUNTY, OHIO**, two-thirds of all the members elected thereto concurring, that:

**SECTION 1.** This Council declares that it is necessary to renew, for a period of five (5) years, and existing one and five tenths mill ad valorem property tax outside of the ten-mill limitation for the purpose of construction, reconstructing and otherwise improving sanitary and storm sewer laterals,

and that it intends to submit the question of the renewal of that levy to the electors at the election on November 4, 2025, as authorized by Sections 5705.19 and 5705.191 of the Revised Code.

**SECTION 2.** This Council requests the County Auditor to certify to it both (i) the total• current tax valuation of the City and (ii) the dollar amount of revenue that would be generated by the renewal levy specified in Section 1.

**SECTION 3.** The Clerk of Council is hereby authorized and directed to deliver promptly to the County Auditor a certified copy of this Resolution.

**SECTION 4.** 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 5.** This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick and further provides for the usual and necessary daily operation of the Lakefront Park; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: \_\_\_\_\_, 2025

\_\_\_\_\_  
Monica Koudela, President of  
Council

SUBMITTED to the Mayor for his  
approval on \_\_\_\_\_, 2025

APPROVED by the Mayor on  
\_\_\_\_\_, 2025

\_\_\_\_\_  
Michael J. Vanni, Mayor

\_\_\_\_\_  
Alyssa Moran, Clerk of Council

# COUNTY OF LAKE

Office of County Engineer

Item #17.

105 Main Street, Suite A-205 \* Painesville, Ohio 44077

(440) 350-2770 \* Fax (440) 352-8133

## LAKE COUNTY ENGINEER INVOICE

134

Invoice: 02001618

Name...: WILLOWICK CITY

Address: 30435 LAKE SHORE BLVD

City/St: WILLOWICK, OH 44095

Date: 04/18/25

Remark: ACCOUNTS PAYABLE

QUANTITY	REF	DESCRIPTION	AMOUNT
1.00		SR2 MAINTENANCE 1ST QUARTER	\$11862.52
Total ----->			\$11862.52

APR 24 2025 - \$3,016.25 left on PO

Remit to: LAKE COUNTY ENGINEER  
105 MAIN STREET SUITE A-205  
PAINESVILLE, OHIO 44077

ACCOUNT	PERMANENT BUDGET	CARRYOVER FROM 2024	BUDGET CHANGES	ENCUMBERED	EXPENDED YTD	UNENCUMBERED BALANCE	% EXPENDED
Salaries - Employees	\$ 70,000.00				\$ 36,942.82	\$ 33,057.18	52.8%
Salaries - Hourly	\$ 400,000.00				\$ 132,089.22	\$ 267,910.78	33.0%
P.E.R.S	\$ 66,000.00				\$ 20,102.56	\$ 45,897.44	30.5%
Workers Compensation	\$ 10,000.00				\$ -	\$ 10,000.00	0.0%
Medicare	\$ 7,000.00				\$ 2,312.92	\$ 4,687.08	33.0%
Unemployment	\$ -				\$ -	\$ -	#DIV/0!
Hospitalization Insurance	\$ 220,000.00				\$ 34,347.46	\$ 185,652.54	15.6%
Life Insurance	\$ 300.00				\$ 232.84	\$ 67.16	77.6%
Dental Insurance	\$ 3,200.00				\$ 686.72	\$ 2,513.28	21.5%
Vehicle Repair & Supply	\$ 100,000.00	\$ 26,627.24		\$ 13,076.27	\$ 20,353.49	\$ 93,197.48	26.4%
Fuel, Oil & Lubricants	\$ 75,000.00	\$ 10,000.00		\$ 10,000.00	\$ -	\$ 75,000.00	11.8%
Other Supplies	\$ 400,000.00	\$ 105,502.56		\$ 208,792.00	\$ 227,465.06	\$ 69,245.50	86.3%
Contract Services	\$ 50,000.00			\$ -	\$ -	\$ 50,000.00	0.0%
Contract Repair	\$ 100,000.00	\$ 57,450.56	\$ 55,000.00	\$ 173,888.31	\$ 32,287.25	\$ 6,275.00	97.0%
Info Tech	\$ 1,000.00				\$ -	\$ 1,000.00	0.0%
Uniforms	\$ 4,000.00				\$ -	\$ 4,000.00	0.0%
Travel Expenses	\$ 1,000.00				\$ -	\$ 1,000.00	0.0%
Auction Admin/Liability	\$ 4,000.00				\$ -	\$ 4,000.00	0.0%
Utilities	\$ 40,000.00	\$ 2,298.41		\$ 15,500.87	\$ 5,425.66	\$ 21,371.88	49.5%
Other Expenses	\$ 15,000.00	\$ 7,293.48		\$ 13,009.83	\$ 1,104.53	\$ 8,179.12	63.3%
Contract Projects	\$ 350,000.00				\$ -	\$ 350,000.00	0.0%
Equipment	\$ 230,000.00	\$ 282,604.80		\$ 138,050.00	\$ 144,554.80	\$ 230,000.00	55.1%
Site Improvements	\$ -				\$ -	\$ -	#DIV/0!
<b>TOTAL</b>	<b>\$ 2,146,500.00</b>	<b>\$ 491,777.05</b>	<b>\$ 55,000.00</b>	<b>\$ 572,317.28</b>	<b>\$ 657,905.33</b>	<b>\$ 1,463,054.44</b>	<b>45.7%</b>

EXPENSES

LESS CONTRACT PROJECTS  
LESS SITE IMPROVEMENTS  
LESS ACCIDENT RECEIPTS  
LESS EQUIPMENT EXPENDITURES  
PLUS EQUIPMENT DEPRECIATION  
TOTAL EXPENDITURES

\$ 657,905.33  
\$ -  
\$ -  
\$ 144,554.80  
\$ 170,825.22  
\$ 684,175.75

\*\*\* Personnel costs for 4th quarter of 2024 were included in this quarter billing due to the late last payroll of 2024 \*\*\*

LANE MILE COST (Total Expenditures ÷ 110.16)

\$ 6,210.75

CITIES	LANE MILE COST	LANE MILES	*FIRST QUARTER	COUNTY SHARE	TOTAL COST TO DATE
EASTLAKE	\$ 6,210.75	12.52	\$ 38,879.27	\$ 38,879.27	\$ 77,758.54
MENTOR	\$ 6,210.75	47.14	\$ 146,387.28	\$ 146,387.28	\$ 292,774.55
PAINESVILLE	\$ 6,210.75	13.57	\$ 42,139.91	\$ 42,139.91	\$ 84,279.82
WICKLIFFE	\$ 6,210.75	12.83	\$ 39,841.93	\$ 39,841.93	\$ 79,683.87
WILLOUGHBY	\$ 6,210.75	17.17	\$ 53,319.25	\$ 53,319.25	\$ 106,638.50
<b>WILLOWICK</b>	<b>\$ 6,210.75</b>	<b>3.82</b>	<b>\$ 11,862.52</b>	<b>\$ 11,862.52</b>	<b>\$ 23,725.05</b>
LAKE COUNTY	\$ 6,210.75	3.11	\$ 9,657.71	\$ 9,657.71	\$ 19,315.42
<b>TOTALS</b>	<b>\$ 6,210.75</b>	<b>110.16</b>	<b>\$ 342,087.88</b>	<b>\$ 342,087.88</b>	<b>\$ 684,175.75</b>

\*formula = Lane mile cost x City lane miles/2 = City's Quarterly Cost



**RESOLUTION NO. 2025 – 26****A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO LAKE COUNTY ENGINEER'S OFFICE IN THE AMOUNT OF \$11,862.52 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY**

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

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

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

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

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

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

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

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

**PASSED:** \_\_\_\_\_, 2025

**SUBMITTED** to the Mayor for his approval  
on \_\_\_\_\_, 2025

**ATTEST:**

\_\_\_\_\_  
**Clerk of Council**

\_\_\_\_\_  
**Council President**

**APPROVED** by the Mayor on  
\_\_\_\_\_, 2025

\_\_\_\_\_  
**Michael J. Vanni, Mayor**



## LOAN INVOICE

**Bill To:**

Cheryl Benedict  
Finance Director  
30435 Lakeshore Boulevard  
Willowick, OH 44095

Invoice Nbr:	INV-213606
Invoice Date:	05/15/2025
Due Date:	07/01/2025
Subdivision:	085-85638
Billing Cycle:	Jul. 2025

**Payment Instructions**

1. **ONLINE PAYMENT:** Visit <https://publicworks.ohio.gov/loan> or by clicking on invoice link sent via email. Instructions are provided there along with a formal invoice for download.
2. **IF PAYING BY MAIL:**
  - a. Download the invoice and return the remittance sheet along with a check. One check is preferred if making payments on multiple loans. Loans without remittance sheet may be held or returned for more information by our lockbox processors.
  - b. **OPWC does not accept over payments or partial payments.** Loans without remittance sheet may be held or returned for more information by our lockbox processors.
  - c. **Send payment to OPWC LOCKBOX ADDRESS:**

Ohio Treasurer  
Ohio Public Works Commission  
P.O. Box 715582  
Cincinnati, Ohio 45271-5582

Checks sent to any other address than above are not the responsibility of the OPWC and will likely not be returned if mailed in error.

### Loan Program Questions and Information

**For questions about your invoice, please email us at:** [OPWC.Loans@pwc.ohio.gov](mailto:OPWC.Loans@pwc.ohio.gov)

OPWC now has the ability to email your invoices directly to you each billing cycle. Please notify us via email at [OPWC.Loans@pwc.ohio.gov](mailto:OPWC.Loans@pwc.ohio.gov) of updates to your contact name and email address regularly.

**\*\*Invoices not paid within 30 days of due date may be submitted to the Ohio Attorney General's Office for collections.**

## LOAN DETAIL

Item #18.

085-85638 City of Willowick

Loan	Project Description	Loan Amount	Principal	Interest	Payment Due
CG02G	Euclid Avenue Parallel Sewer Rehabilitation	\$142,651.00	\$3,566.27	\$0.00	\$3,566.27
CG02U	E. 329th Street Sewer Rehabilitation	\$133,226.68	\$3,330.67	\$0.00	\$3,330.67
CG08W	East 329th Street Sewer Rehabilitation	\$54,796.23	\$1,369.91	\$0.00	\$1,369.91
CG09Z	E. 327th Street Sewer Rehabilitation Phase II	\$50,000.00	\$1,250.00	\$0.00	\$1,250.00
CG18H	Sanitary Sewer Rehabilitation	\$95,391.15	\$2,384.78	\$0.00	\$2,384.78
CG21R	E. 330th St. Improvements Phase 2	\$143,376.06	\$3,584.40	\$0.00	\$3,584.40
CG22Q	E. 330th Street Waterline Replacement Phase I	\$136,604.47	\$3,415.11	\$0.00	\$3,415.11
CG23N	N. Lakeshore Blvd/Glen Arden Sewer Replacement	\$401,366.76	\$10,034.17	\$0.00	\$10,034.17
CG36O	2011 Sanitary Sewer Rehab	\$50,000.00	\$1,250.00	\$0.00	\$1,250.00
CG40V	E. 327th Street Sewer Rehabilitation	\$133,250.95	\$3,331.27	\$0.00	\$3,331.27
CG46M	Thomas Street Sanitary Sewer Replacement	\$108,275.99	\$2,706.90	\$0.00	\$2,706.90
					\$36,223.48

**RESOLUTION NO. 2025 – 27****A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO THE OHIO PUBLIC WORKS COMMISSION IN THE AMOUNT OF \$36,223.48 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY**

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

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

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

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

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

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

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

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

**PASSED:** \_\_\_\_\_, 2025

**SUBMITTED** to the Mayor for his approval  
on \_\_\_\_\_, 2025

**ATTEST:**

\_\_\_\_\_  
**Clerk of Council**

\_\_\_\_\_  
**Council President**

**APPROVED** by the Mayor on  
\_\_\_\_\_, 2025

\_\_\_\_\_  
**Michael J. Vanni, Mayor**

**RESOLUTION NO. 2025 - 28****A RESOLUTION AUTHORIZING THE FINANCE DIRECTOR OF THE CITY TO TEMPORARILY ADVANCE FUNDS FROM THE GENERAL FUND (101) TO THE NORTHEAST OHIO PUBLIC ENERGY COUNCIL (“NOPEC”) ENERGIZED COMMUNITY GRANT FUND (227), AND DECLARING AN EMERGENCY.**

**WHEREAS**, the City of Willowick has now established the Northeast Ohio Public Energy Council (“NOPEC”) Energized Community Grant Fund, Fund No. 227, for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets of the City for energy efficiency or energy infrastructure; and

**WHEREAS**, Fund No. 227 now requires funding by transfer in the amount of Three Thousand Four Hundred Seventy-three and 56/100 Dollars (\$3,473.56); and

**WHEREAS**, it is in the best interests of the City and its residents to authorize the temporary transfer of the amount of Three Thousand Four Hundred Seventy-three and 56/100 Dollars (\$3,473.56) from the General Fund (101) to the Northeast Ohio Public Energy Council (“NOPEC”) Energized Community Grant Fund (227);

**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 transfer on a temporary basis the amount of Three Thousand Four Hundred Seventy-three and 56/100 Dollars (\$3,473.56) from the General Fund (101) to the Northeast Ohio Public Energy Council (“NOPEC”) Energized Community Grant Fund (227).

**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 Resolution 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 Resolution shall be in full force and effect immediately upon its passage by Council and approval by the Mayor.

**PASSED:** \_\_\_\_\_, 2025

\_\_\_\_\_  
President of Council

**Submitted to the Mayor for his  
Approval on** \_\_\_\_\_, 2025

**APPROVED by the Mayor on**  
\_\_\_\_\_, 2025

**ATTEST:**

\_\_\_\_\_  
Clerk of Council





**ORDINANCE NO. 2025 - 24**

**AN ORDINANCE AMENDING ORDINANCE 2025-13 TO PROVIDE FOR ADDITIONAL APPROPRIATIONS FROM THE GENERAL FUND (101); STREET CONSTRUCTION MAINTENANCE & REPAIR FUND (202); POLICE & FIRE CAPITAL IMPROVEMENT LEVY FUND (207); SEWER LATERAL REPAIR FUND (211); FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF WILLOWICK, STATE OF OHIO, DURING THE CALENDAR YEAR ENDING DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.**

**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, 2025, 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****Police Law Enforcement****Personal Services****Other**

Small Equip & Supplies	101.101.5430	1,000.00
Capital Improvement	101.101.5600	1,800.00
<b>Total Other Expense</b>		<b>2,800.00</b>
<b>Total Police Department</b>		<b>2,800.00</b>

**TOTAL GENERAL FUND: 2,800.00**

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

**SCM&R FUND****Other**

Heavy Equipment Replacement	202.601.5601	3,000.00
<b>Total Other Expense</b>		<b>3,000.00</b>
<b>TOTAL SCM&amp;R FUND</b>		<b>3,000.00</b>

**SECTION 4.** That there be appropriated from the Police & Fire Capital Improvement Fund:

**POLICE & FIRE CAPITAL IMPROVEMENT FUND****Other**

Small Equipment - Police	207.101.5430	5,500.00
<b>Total Other Expense</b>		<b>5,500.00</b>
<b>TOTAL POLICE &amp; FIRE CAPITAL FUND</b>		<b>5,500.00</b>

**SECTION 5.** That there be appropriated from the Sanitary & Sewer Lateral Levy Fund:

**SANITARY & STORM SEWER LATERAL LEVY FUND****Other**

Engineering	211.503.5360	7,100.00
<b>Total Other Expense</b>		<b>7,100.00</b>
<b>TOTAL SANITARY &amp; STORM SEWER LATERAL LEVY FUND</b>		<b>7,100.00</b>

**TOTAL ALL FUNDS****18,400.00**

**SECTION 6.** 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 7.** 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 8.** 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 9.** 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:** \_\_\_\_\_, 2025

**Submitted to the Mayor for his approval**  
**on** \_\_\_\_\_, 2025

**ATTEST:**

\_\_\_\_\_  
**Council President**

**Approved by the Mayor on**  
\_\_\_\_\_, 2025

\_\_\_\_\_  
**Clerk of Council**

\_\_\_\_\_  
**Mayor**

**ORDINANCE NO. 2025- 25 (Amended)**

**AN ORDINANCE AMENDING ORDINANCE 2025-3 AND PROVIDING FOR THE COMPENSATION OF SEASONAL AND PART-TIME EMPLOYEES OF THE CITY OF WILLOWICK RECREATION DEPARTMENT FOR YEAR 2025, AND DECLARING AN EMERGENCY.**

**WHEREAS**, the Council of the City of Willowick believes it to be in the best interest of the City and to the orderly operation of the City of Willowick Recreation Department to adjust the compensation levels for seasonal and part-time employees of that Department for calendar year 2025;

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

**Section 1.** Compensation for the seasonal and part-time employees of the City of Willowick Recreation Department in the year 2025 shall be paid bi-weekly and in accordance with the following hourly rates of pay:

<u><b>Type</b></u>	<u><b>New Hire</b></u>	<u><b>One Year Experience</b></u>	<u><b>Two Years Experience</b></u>	<u><b>Three Years Experience</b></u>	<u><b>Four Years Experience</b></u>	<u><b>Five Years or Greater Experience</b></u>
<i><b>Pools</b></i>						
Cashier	\$11.00	\$11.25	\$11.50	\$11.75	\$12.00	\$12.25
Spray Park	\$11.00	\$11.25	\$11.50	\$11.75	\$12.00	\$12.25
Pool Maintenance	\$11.00	\$11.25	\$11.50	\$11.75	\$12.00	\$12.25
Lifeguard	\$11.00	\$11.50	\$12.00	\$12.50	\$13.00	\$13.50
WSI	\$12.00	\$12.50	\$13.00	\$13.50	\$14.00	\$15.00
L-T-S Coordinator	\$13.00	\$14.00	\$15.00	\$16.00	\$17.00	\$18.00
Pool Manager	\$12.00	\$13.00	\$14.00	\$15.00	\$16.00	\$17.00
Aquatic Director	\$14.00	\$15.00	\$16.00	\$17.00	\$18.00	\$19.00
<i><b>Camp</b></i>						
Certified Teacher	\$12.00	\$13.00	\$14.00	\$15.00	\$16.00	\$17.00

Counselor	\$11.00	\$11.50	\$12.00	\$12.50	\$13.00	\$13.50
<b><i>Parks</i></b>						
Maintenance	\$15.00	\$15.50	\$16.00	\$16.50	\$17.00	\$17.50
<b><i>Act. Center</i></b>						
Adm. Assistant	\$13.00	\$14.00	\$15.00	\$16.00	\$17.00	\$18.00
Attendant	\$12.00	\$13.00	\$14.00	\$15.00	\$16.00	\$17.00
<b>Seasonal/Pt</b>	Min.\$11.00	Max. \$19.00				

**Section 2.** That all Ordinances and parts thereof in conflict with the provisions of this Ordinance are hereby repealed.

**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, insofar as it provides for the usual daily operation of the City and its Recreation Department and that it ensures the orderly and uninterrupted efficient operation of the City.

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

Adopted by Council: \_\_\_\_\_, 2025

\_\_\_\_\_  
Monica Koudela, Council President

Submitted to the Mayor: \_\_\_\_\_, 2025

\_\_\_\_\_  
Michael Vanni, Mayor

Approved by the Mayor: \_\_\_\_\_, 2025

ATTEST: \_\_\_\_\_  
Clerk of Council





National Title Experts, LLC  
2000 Auburn Dr Suite # 200  
Beachwood, Ohio 44122

Main: (866) 212-7259  
Fax: (440) 247-6719  
[www.mynationaltitle.com](http://www.mynationaltitle.com)

Re: 262 East 324<sup>th</sup> Street Willowick Ohio 44095  
Arbia Bitner to ForeverHome RE LTD

Dear Sir/Madam:

National Title Experts will hold \$ 750 for the sidewalk repair and \$ 19,250 for the demo. The total we will hold will be \$ 20,000. National Title Experts will hold this Money until the city of Willowick Building Department gives instruction to release the funds.

Anthony Tagliarina  
Owner

A handwritten signature in black ink, followed by the date '4/18/25' written in a similar cursive style.



# KINGPIN

## CONSTRUCTION

440.754.9768

### House & Garage Demolition Quote

Prepared by:  
Eric Myers

Prepared on:  
4/1/2025

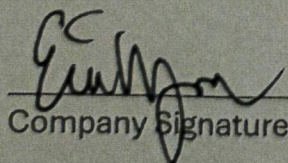
Prepared for:  
Arbia Bitner  
262 E 324<sup>th</sup> St, Willowick, OH 44095

Item(s)	Qty	Price	Total
Dumpster/Trucking	6 loads	\$4,500	\$4,500
Labor/Machine(s)	2 days	\$4,000	\$4,000
Dirt	10 loads	\$2,500	\$2,500
Permits/Mobilization	2 moves	\$1,500	\$1,500
			\$12,500

This quote is subject to the following terms and conditions:

1. This quote may be accepted to form a binding contract upon signature below and payment for the items listed in this quote.
2. Work to be completed within 2 weeks following receipt of payment.

Client Signature

  
Company Signature

Date

4/1/25  
Date



**Sean Brennan**

---

**From:** Ashley Garner <garnerarealtor@gmail.com>  
**Sent:** Friday, April 11, 2025 3:40 PM  
**To:** Sean Brennan; ashley@mynationaltitle.com; anthony tagliarina  
**Cc:** Madre  
**Subject:** 262 E 324th St Willowick Ohio - Property Sale  
**Attachments:** E 324th Contract.pdf

Good afternoon Sean,

I'm reaching out on behalf of Arbia Bitner and Dana Cunningham in regards to the sale of 262 E 324th St Willowick OH 44094 (Parcel: 28-A-045-A-00-026-0 & 28-A-045-A-00-027-0).

It is my understanding the seller has provided you with a quote for the demolition of the house and garage, but you are still in need of a quote for the POS repairs for the sidewalk - I am waiting on two of the contractors on the city's list to provide me with one so the seller should have that to you soon.

The goal here is for the buyer to assume the POS violations and to escrow funds for 1.5x the amount of the demo quote to replace Mr. Bitner's funds currently being withheld by the city upon closing, as well as 1.5x the amount quoted to level the sidewalk. I've copied the representatives at the title company who are handling this transaction so you can communicate directly with them in regards to the documentation you need for the escrow hold back, Anthony & Ashley. I've also included a copy of the purchase agreement and the addendum referencing the funds to be held in escrow to replace the seller's funds for your reference.

Currently, our goal is a 4/22/25 close date and we look forward to your assistance in meeting that objective so Mr. Bitner can finally close out this challenging chapter of his life, and the buyers can begin work to restore the property..

Thank you,

**Ashley Garner**  
**Paramount Properties Group**  
**Berkshire Hathaway Homeservices Professional Realty**  
 Office Main: 440-255-1111  
 Office Direct: 440-812-2742



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# Closing Disclosure

This form is a statement of final loan terms and closing.  
Compare this document with your Loan Estimate.

Item #22.

## Closing Information

Date Issued  
Closing Date 04/22/2025  
Disbursement Date 04/22/2025  
Settlement Agent National Title Experts LLC  
File # 2025-416  
Property 262 East 324th Street  
Willowick, OH 44095  
Sale Price \$65,000.00

## Transaction Information

Borrower(s) ForeverHome RE LTD  
Seller(s) Arbla J. Bitner and James Bitner  
931 Elm Street  
Painesville, OH 44077  
Lender PAJ Fund I, LLC

## Loan Information

Loan Term 6 mo.  
Purpose Purchase  
Product  
Loan Type  
Loan ID #  
MIC #

Loan Terms		Can this amount increase after closing?
Loan Amount	\$147,000	No
Interest Rate	18.25%	No
Monthly Principal & Interest <i>See Projected Payments below for your Estimated Total Monthly Payment</i>	\$2,235.63	YES
Prepayment Penalty		Does the loan have these features? No
Balloon Payment		No

Projected Payments		
Payment Calculation		Year 1
Principal & Interest		\$2,235.63
Mortgage Insurance		+ —
Estimated Escrow <i>Amount can increase over time.</i>		+ —
Estimated Total Monthly Payment		\$2,235.63
Estimated Taxes, Insurance & Assessments <i>Amount can increase over time. See page 4 for details</i>	\$0.00 a month	This estimate includes <input type="checkbox"/> Property Taxes <input type="checkbox"/> Homeowner's Insurance <input type="checkbox"/> Other: <i>See Escrow Account on page 4 for details. You must pay for other property costs separately.</i>
		In escrow?

Costs at Closing	
Closing Costs	\$92,438.06 Includes \$1,398.00 in Loan Costs + \$91,040.06 in Other Costs - \$0.00 in Lender Credits. <i>See page 2 for details</i>
Cash to Close	\$6,434.56 Includes Closing Costs. See "Calculating Cash to Close" on page 3 for details. <i>See "Calculating Cash to Close" on page 3 for details.</i>

# Closing Cost Details

LOAN COSTS	Borrower Paid		Paid by Others
	At Closing	Before Closing	
<b>A. Origination Charges</b>			
01			
<b>B. Services Borrower Did Not Shop For</b>			
01			
02			
03			
04			
05			
06			
<b>C. Services Borrower Did Shop For</b>		<b>\$1,398.00</b>	
01 Title - Settlement or Closing Fee to National Title Experts LLC	\$450.00		
02 Title - Processing Fee to National Title Experts LLC	\$75.00		
03 Title - Lender's Title Policy to First American Title Insurance Company	\$588.00		
04 Title - Filing Fee to National Title Experts LLC	\$50.00		
05 Title - CPL (Lender) to First American Title Insurance Company	\$40.00		
06 Title - CPL (Borrower) to First American Title Insurance Company	\$20.00		
07 Title - Closing Fee to National Title Experts LLC			
08 Title - Survey Fee to National Title Experts LLC			
09 Title - Title Insurance Binder Fee to National Title Experts LLC	\$100.00		
10 Title - Wire Fee to National Title Experts LLC	\$30.00		
11 Title- Courier Fee to National Title Experts LLC	\$45.00		
12			
13			
14			
15			
<b>D. TOTAL LOAN COSTS (Borrower-Paid)</b>		<b>\$1,398.00</b>	
Loan Costs Subtotals (A + B + C)		\$1,398.00	

OTHER COSTS			
<b>E. Taxes and Other Government Fees</b>		<b>\$262.50</b>	
01 Recording Fees Deed: \$47.00 Mortgage: \$215.00	\$262.00		
02 County Auditor's Transfer Fee (Deed) to Lake County Auditor	\$0.50		
03			
04			
<b>F. Prepays</b>		<b>\$670.68</b>	
01 Homeowner's Insurance Premium ( mo.)			
02 Mortgage Insurance Premium ( mo.)			
03 Prepaid Interest (\$74.52 per day from 04/22/25 to 05/01/25)	\$670.68		
04 Property Taxes ( mo.)			
05			
<b>G. Initial Escrow Payment at Closing</b>			
01			
02			
03			
04			
05			
06			
07			
08			
<b>H. Other</b>		<b>\$90,106.88</b>	
01 Buyers Premium to Jason Green	\$10,000.00		
02 Escrow Hold Back to City of Willowick	\$20,000.00		
03 Escrow Hold Back to PAJ Fund I,LLC	\$60,000.00		
04 Title - Owner's Title Policy (Optional) to First American Title Insurance Company	\$106.88		
05			
06			
07			
08			
<b>I. TOTAL OTHER COSTS (Borrower-Paid)</b>		<b>\$91,040.06</b>	
Other Costs Subtotals (E + F + G + H)		\$91,040.06	

<b>J. TOTAL CLOSING COSTS (Borrower-Paid)</b>	<b>\$92,438.06</b>	
Closing Costs Subtotals (D + I)	\$92,438.06	\$0.00
Lender Credits		

**Calculating Cash to Close**

Use this table to see what has changed from your Loan Estimate.

	Loan Estimate	Final	Did this change?
Total Closing Costs (J)	\$0	\$92,438.06	NO
Closing Costs Paid Before Closing	\$0	\$0.00	NO
Closing Costs Financed (Paid from your Loan Amount)	\$0	\$0.00	NO
Down Payment/Funds from Borrower	\$0	\$0.00	NO
Deposit	\$0	\$0.00	NO
Funds for Borrower	\$0	\$-82,000.00	NO
Seller Credits	\$0	\$0.00	NO
Adjustments and Other Credits	\$0	\$-4,003.50	NO
<b>Cash to Close</b>	<b>\$0</b>	<b>\$6,434.56</b>	

**Summaries of Transactions**

Use this table to see a summary of your transaction.

<b>BORROWER'S TRANSACTION</b>		<b>SELLER'S TRANSACTION</b>	
<b>K. Due from Borrower at Closing</b>	<b>\$157,438.06</b>	<b>M. Due to Seller at Closing</b>	
01 Sale Price of Property	\$65,000.00	01 Sale Price of Property	
02 Sale Price of Any Personal Property Included in Sale		02 Sale Price of Any Personal Property Included in Sale	
03 Closing Costs Paid at Closing (J)	\$92,438.06	03	
04		04	
<b>Adjustments</b>		05	
05		06	
06		07	
07		08	
<b>Adjustments for Items Paid by Seller in Advance</b>		<b>Adjustments for Items Paid by Seller in Advance</b>	
08 City/Town Taxes		09	
09 County Taxes		10	
10 Assessments		11	
11		12	
12		13	
13		14	
14		15	
15		16	
<b>L. Paid Already by or on Behalf of Borrower at Closing</b>	<b>\$151,003.50</b>	<b>N. Due from Seller at Closing</b>	
01 Deposit		01 Excess Deposit	
02 Loan Amount	\$147,000.00	02 Closing Costs Paid at Closing (J)	
03 Existing Loan(s) Assumed or Taken Subject to		03 Existing Loan(s) Assumed or Taken Subject to	
04		04 Payoff of First Mortgage Loan	
05 Seller Credit		05 Payoff of Second Mortgage Loan	
<b>Other Credits</b>		06	
06		07	
07		08	
<b>Adjustments</b>		09	
08 Title Policy Adjustment	\$80.00	10	
09		11	
10		12	
11		13	
<b>Adjustments for Items Unpaid by Seller</b>		<b>Adjustments for Items Unpaid by Seller</b>	
12 City/Town Taxes		14	
13 County Taxes 07/01/2024 to 04/22/2025	\$3,637.35	15	
14 Assessments		16	
15 County Taxes Parcel 2 07/01/2024 to 04/22/2025	\$286.15	17	
16		18	
17		19	
<b>Calculation</b>		<b>Calculation</b>	
Total Due from Borrower at Closing (K)	\$157,438.06	Total Due to Seller at Closing (M)	
Total Paid Already by or on Behalf of Borrower at Closing (L)	-\$151,003.50	Total Due from Seller at Closing (N)	
<b>Cash to Close</b> <input checked="" type="checkbox"/> From <input type="checkbox"/> To Borrower	<b>\$6,434.56</b>	<b>Cash to Close</b> <input type="checkbox"/> From <input type="checkbox"/> To Seller	

## Loan Disclosures

### Assumption

If you sell or transfer this property to another person, your lender

- ☐ will allow, under certain conditions, this person to assume this loan on the original terms.
- ☐ will not allow assumption of this loan on the original terms.

### Demand Feature

Your loan

- ☐ has a demand feature, which permits your lender to require early repayment of the loan. You should review your note for details.
- ☐ does not have a demand feature.

### Late Payment

If your payment is more than days late, your lender will charge a late fee of of the late payment amount.

### Negative Amortization (Increase in Loan Amount)

Under your loan terms, you

- ☐ are scheduled to make monthly payments that do not pay all of the interest due that month. As a result, your loan amount will increase (negatively amortize), and your loan amount will likely become larger than your original loan amount. Increases in your loan amount lower the equity you have in this property.
- ☐ may have monthly payments that do not pay all of the interest due that month. If you do, your loan amount will increase (negatively amortize), and, as a result, your loan amount may become larger than your original loan amount. Increases in your loan amount lower the equity you have in this property.
- ☐ do not have a negative amortization feature.

### Partial Payments

Your lender

- ☐ may accept payments that are less than the full amount due (partial payments) and apply them to your loan.
- ☐ may hold them in a separate account until you pay the rest of the payment, and then apply the full payment to your loan.
- ☐ does not accept any partial payments.

If this loan is sold, your new lender may have a different policy.

### Security Interest

You are granting a security interest in

**262 East 324th Street**

**Willowick, OH 44095**

You may lose this property if you do not make your payments or satisfy other obligations for this loan.

### Adjustable Payment (AP) Table

Interest Only Payments?	YES For your first payments
Optional Payments?	NO
Step Payments?	NO
Seasonal Payments?	NO
Monthly Principal and Interest Payments	
First Change / Amount	- at payment
Subsequent Changes	Every years
Maximum Payment	starting at payment

### Escrow Account

For now, your loan

- ☐ will have an escrow account (also called an "impound" or "trust" account) to pay the property costs listed below. Without an escrow account, you would pay them directly, possibly in one or two large payments a year. Your lender may be liable for penalties and interest for failing to make a payment.

#### Escrow

Escrowed Property Cost over Year 1		Estimated total amount over year 1 for your escrowed property costs:
Non-Escrowed Property Cost over Year 1		Estimated total amount over year 1 for your non-escrowed property costs: You may have other property costs.
Initial Escrow Payment		A cushion for the escrow account you pay at closing. See Section G on page 2.
Monthly Escrow Payment		The amount included in your total monthly payment.

- ☒ will not have an escrow account because ☐ you declined it
- ☐ your lender does not offer one. You must directly pay your property costs, such as taxes and homeowner's insurance.

Contact your lender to ask if your loan can have an escrow account.

#### No Escrow

Estimated Property Cost over Year 1		Estimated total amount over year 1. You must pay these costs directly, possibly in one or two large payments a year.
Escrow Waiver Fee		

### In The Future

Your property costs may change and, as a result, your escrow payment may change. You may be able to cancel your escrow account, but if you do, you must pay your property costs directly. If you fail to pay your property taxes, your state or local government may (1) impose fines and penalties or (2) place a tax lien on this property. If you fail to pay any of your property costs, your lender may (1) add the amounts to your loan balance, (2) add an escrow account to your loan, or (3) require you to pay for property insurance that the lender buys on your behalf, which likely would cost more and provide fewer benefits than what you could buy on your own.

## Loan Calculations

<b>Total of Payments.</b> Total you will have paid after you make all payments of principal, interest, mortgage insurance, and loan costs, as scheduled.	
<b>Finance Charge.</b> The dollar amount the loan will cost you.	
<b>Amount Financed.</b> The loan amount available after paying your upfront finance charge.	
<b>Annual Percentage Rate (APR).</b> Your costs over the loan term expressed as a rate. This is not your interest rate.	
<b>Total Interest Percentage (TIP).</b> The total amount of interest that you will pay over the loan term as a percentage of your loan amount.	

**Questions?** If you have questions about the loan terms or costs on this form, use the contact information below. To get more information or make a complaint, contact the Consumer Financial Protection Bureau at [www.consumerfinance.gov/mortgage-closing](http://www.consumerfinance.gov/mortgage-closing)

## Other Disclosures

## Appraisal

If the property was appraised for your loan, your lender is required to give you a copy at no additional cost at least 3 days before closing. If you have not yet received it, please contact your lender at the information listed below.

## Contract Details

See your note and security instrument for information about

- what happens if you fail to make your payments
- what is a default on the loan,
- situations in which your lender can require early repayment of the loan, and
- the rules for making payments before they are due.

## Liability after Foreclosure

If your lender forecloses on this property and the foreclosure does not cover the amount of unpaid balance on this loan,

- ☐ state law may protect you from liability for the unpaid balance. If you refinance or take on any additional debt on this property, you may lose this protection and have to pay any debt remaining even after foreclosure. You may want to consult a lawyer for more information.
- ☐ state law does not protect you from liability for the unpaid balance.

## Refinance

Refinancing the loan will depend on your future financial situation, the property value, and market conditions. You may not be able to refinance this loan.

## Tax Deductions

If you borrow more than this property is worth, the interest on the loan amount above this property's fair market value is not deductible from your federal income taxes. You should consult a tax advisor for more information.

## Contact Information

	Lender	Mortgage Broker	Real Estate Broker (B)	Real Estate Broker (S)	Settlement Agent
Name	PAJ Fund I, LLC			Berkshire Hathaway HomeServices Professional Realty	National Title Experts LLC
Address	3420 East Shea Boulevard 100 Phoenix, AZ 85028				2000 Auburn Drive 200 Beachwood, OH 44122
NMLS ID					
ST License ID					1367584
Contact				Dana Cunningham	Mark Madden
Contact NMLS ID				2015004023	
Contact ST License ID					
Email				dana.cunningham05@gmail.com	mark@mynationaltitle.com
Phone				(216) 379-0280	(216) 299-2047

## Confirm Receipt

By signing, you are only confirming that you have received this form. You do not have to accept this loan because you have signed or received this form.

ForeverHome RE LTD LLC, an Ohio Limited Liability Company

By: \_\_\_\_\_ Date \_\_\_\_\_  
Derek Arnold, Authorized Signer

## Maintenance and Support Service Contract

**AGREEMENT** made this day of \_\_\_\_\_ between Active Networking, Inc. and the City of Willowick

### 1. General Terms

- a. Client Name City of Willowick
- b. Address 30435 Lakeshore Blvd
- c. Phone 1-440-585-3700
- d. Fax 1-440-585-3220
- e. E-Mail cbenedict@cityofwillowick.com
- f. Terms Due Upon Receipt
- g. Start Date \_\_\_\_\_
- h. End Date \_\_\_\_\_
- i. Service Calls Savings are based on a per call basis of Standard Rate of a \$125.00 hr. without contract.
- j. Response Time: Major/Critical outages within four hours. A critical outage is defined as total system inoperability.  
Minor non-critical outages within eight hours.  
Moves, Adds, and Changes (MACs) one business day.

\*\*\*Standard Response time unless a different response timetable is specifically requested and agreed to by both parties\*\*\*

Standard (unscheduled) service hours are Monday through Friday from 8:00 am to 5:00 PM EST (except holidays). Service calls placed after 3:00 PM may be responded to the following business day, but will still fall within the minimum response time frame.

### k. Standard Billing Rates

**Trip Charges:** Any work which requires a technical dispatch to the customer site will incur a trip charge of \$35.00 (per trip).

### 2. Pricing for work outside of Maintenance Agreement

Pricing for maintenance or repairs that are not covered under this maintenance agreement will be billed on a time and materials (T&M basis) as follows:

Service Time	Base Maintenance Rate	Without a Maintenance Agreement
Monday-Friday, 8AM-5PM	Base Maintenance Rate	\$150.00 Per Hour
After-Hours & Saturdays	\$125.00 Per Hour	\$180.00 Per Hour
Sundays & Holidays	\$125.00 Per Hour	\$250.00 Per Hour

## Maintenance and Support Service Contract

The Preventative Maintenance, is intended to assist an Organizations staff in extending the life and improving the operation of their network with ongoing assistance. An engineer is assigned to your site and on a predefined scheduled perform (2,4,8,12 or 16) hours of pre-paid maintenance on your systems each month. The assigned engineer's purpose is to update, track and identify any issues concerning with the network file server's, Local Area Network (LAN) and Wide Area Network (WAN). The engineer will also perform other tasks directly related to the network as listed below. In addition the engineer will assist with any other computer related problems if time and scheduling permit. If time or scheduling does not permit, a later visit out of the maintenance rotation will be scheduled as soon as possible (ASAP).

Upon signing up for the a maintenance plan, the maintenance service rate is locked in for the duration of the contract with the exception of After Hour Service or Emergency Service. Out of schedule Normal Services will be rendered at the same rate as the scheduled maintenance rate during normal business hours of 8:00am to 5:00pm.

### Tasked Performed Monthly are as follows:

#### Server related tasks

- Review all server-based logs
- Review all vital server statistics
- Review disk free space
- Review disk usage
- Review data structure on disk
- Physically inspect server hardware
- Perform a scheduled system shutdown & restart
- Apply all operating system updates and patches as needed for compliancy

#### Backup and Archiving System

- Review Backup logs
- Perform a test Restore

#### Review Platform and OS Structure

- Review Domain Structure
- Review Partition and Replication
- Review time synchronization
- Review (NT Tasks)

#### Printers and Network Connected Printers

- Visually inspect printers
- Note:** We do not perform Service on Printers or Parts replacements.

#### Network Connected Devices

- Test network connected devices for proper functionality

#### Other

- Purge all log information to set up for next visit

### Help desk Support:

One of the advantages of being an Active Networking client is access to on-line Help desk. This is a one step approach to getting your IT problems resolved efficiently. It also provides our staff with a database of your resolved and open issues for quick reference and timely resolution to any technical difficulty you may be currently experiencing. You can also request new services online eliminating the hassle of telephone tag. Tracking the status of all open requests is as simple as a click on the Help desk screen. Monitoring the history of all closed requests is also available to you to trend your organizations IT activity at whatever intervals is appropriate for you.

## Maintenance and Support Service Contract

Any work which requires a technical dispatch to the customer site without a support contract will incur a trip charge of \$35.00 (per trip) and a minimum of two billable hours (per trip). Holidays are defined as any day the U.S. Federal Government is closed for business.

Plan: 2025 Maintenance Support  
175 Hours Total  
Cost: \$20,125.000

**3. Special Projects outside of normal support will be billed separately with a negotiated cost based on the project requirements.**

**4. Parts and Availability:** Parts required for replacement will be provided and charged at Active Networking, Inc. standard pricing. All parts purchased from Active Networking, Inc. will carry a manufacturer's warranty. Active Networking, Inc. will provide installation services for additional parts purchased by the Customer from other sources, without warranty from Active Networking, Inc. on the part. Parts are defined as components, such as, but not restricted to the following items: CPU's, motherboards, floppy drives, hard drives, memory, network interface cards, keyboards, mouse, trackballs, monitors, power supplies, CD ROMs, sound cards, cables, routers, hubs, modems, bridges and switches.

**5. Additional Service:** Each time a service call is made, the work to be performed must be indicated upon the initial request for service. Each subsequent service request must be documented as an additional service call and must be scheduled according to the response times in your agreement. A service manager must authorize any additional work requested at the time technician arrives on site.

**6. Depletion of service plan and automatic renewal:** If at the beginning of, or at any time during a Service Call, our technical engineer determines that the service required will likely deplete the amount of time remaining under the Service Plan then in existence, our technical engineer shall inform the Client, and the Client shall have the following options.

- a. Continue with the service until the Service Plan is depleted, at which point, if additional service is still required, the Client shall pay to Active Networking, Inc. their non-contract rate of \$125.00 per hour.
- b. Purchase a new Service Plan and continue with service upon payment to Active Networking, Inc. in the amount of the Service Plan purchased.
- c. Discontinue Service and retain any time remaining under the Service Plan, subject to unused time.

**7. Unused Time:** If the Client does not deplete its Service Plan by the end of the Term, any time remaining in the Plan may be applied to a new Service Plan at 1/2 the value of the time, provided that the Client chooses a Service Plan of equal or greater value.

**8. Recurring Condition:** If the Client notifies Active Networking, Inc. within two days of a service call that the problem for which that service call was made has reoccurred, Active Networking, Inc. will evaluate the problem at no charge to the Client. Upon evaluation, Active Networking, Inc. reserves the right to repair the problem at no charge to the Client, unless Active Networking, Inc. determines that the problem recurred because alterations were made or instructions were not followed by the Client, their agents, representatives, or employees. In that case, service will be charged against the time remaining in the Service Plan. For the purpose of this paragraph, alterations are defined as: any software download from the Internet, including but not limited to: Java and Active X executables, whether intentional or not; physical damage; physical entry into a computer; connection or disconnection of any cables, component or peripheral; and or any other changes made by the Client or its agents, employees, contractors, licensees or invitees that actually caused the condition to recur.



## Maintenance and Support Service Contract

- 9. Software:** Active Networking, Inc. does not manufacture software. Active Networking, Inc. will install software purchased by the Client and will contact the software manufacturer, if necessary, in an effort to resolve “bugs” or compatibility issues in the software -however. Active Networking, Inc. disclaims all liability for the failure of any software to work properly, or for its intended purpose on the Client's network or on any individual computer of the Client.
- 10. Loss of Data:** The Client represents that it has established and regularly follows procedures for fail-safe backup the Client's data. The Client further explicitly agrees that Active Networking, Inc. shall not be responsible for the integrity or existence of any data on the Client's network or any individual computer of the Client: and that the Client will indemnify, defend and hold harmless Active Networking, Inc. for the corruption or loss of any data of the Client, or of any their parties.
- 11. Incidental and Consequential Damage:** The Client explicitly agrees that Active Networking, Inc. shall not be responsible for Incidental or consequential damages arising from the Client's inability to use its network or any individual computer during any service call made by Active Networking, Inc. or for any loss suffered by the Client as a result of any subsequent equipment failure, without limitation.
- 12. Indemnification:** In addition to, and not in limitation of, disclaimers of liability made by Active Networking, Inc. for hardware and software damage in any other portion of this agreement, for any hardware or software failure for which a Service Call is made by the Client, which failure has the effect of causing loss to any third party, whether or not by delay, loss or corruption of data, loss or benefit of any contracts, or any other loss, the Client shall indemnify, defend and hold free and harmless Active Networking, Inc. from and against any and all claims, judgments, damages, penalties, fines, costs, liabilities and losses (including, without limitation, sums paid in private rights of action or in settlement of claims, legal fees, consultant fees and expert fees) which arise during or after the Term as a result of such failure.
- 13. Failure of Funds:** Failure to fund a contract within the approved account terms or date designated by contract will result in acceleration of payments remaining on the contract as due immediately. Failure to fund a contract at any time during the contract period will result in a suspension of service until all amounts due on the Client account is brought current within the stated terms.
- 14. Collection of Payment:** With respect to any action by Active Networking, Inc. to collect payment due under this Agreement, the Client agrees to pay all costs of such collection, without limitation, costs of suit, expenses, and reasonable attorney's fees.
- 15. Non-Solicitation Agreement:** During the term of this Agreement and for a period of one year thereafter, the parties agree not to hire, solicit, or attempt to solicit, whether directly or indirectly, the services of any employee, consultant, or subcontractor of the other party without the prior written consent of that party. Violation of this provision shall, in addition to other relief, require the breaching party to compensate the non-breach in party with 150 percent of the solicited person's annual compensation.



## Maintenance and Support Service Contract

**16.Change / Addendum:** This Agreement may not be changed unless in writing and signed by all parties hereto.

Accepted and Agreed on this date: \_\_\_\_\_ Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Amount paid upon execution of

By:

Contract Cost: \$20,125.00

Active Networking, Inc. Authorized Representative

Print Name: Thomas Souza

Method of Payment: \_\_\_\_\_

Title: President

Signature: \_\_\_\_\_



**City of Willowick**  
**PLANNING COMMISSION - DRAFT**

Monday, May 12, 2025 at 7:00 PM  
 City Council Chambers

**ADA NOTICE**

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

**MINUTES**

**Call meeting to order**

Chairman Carden called the May 12th, 2025, Planning Commission meeting to order at 7:09pm.

**Pledge of Allegiance to the Flag**

**Roll Call**

**PRESENT**

Chairman Carden

Mr. Foisel

Mr. Fortney

Mr. Tomas

Ms. Monaco

**ABSENT**

Mr. Hren

Mr. Downing

**Approval of Minutes**

Planning Commission Minutes - April 14th, 2025

Motion made to approve the April 14th, 2025, Planning Commission meeting minutes by Mr. Foisel,  
 Seconded by Mr. Tomas.

Voting Yea: Mr. Foisel, Mr. Fortney, Mr. Tomas, Ms. Monaco

Voting Abstaining: Chairman Carden

**Development & Plan Review Committee**

None.

**Rules Committee**

None.

**City Engineer's Report – Mr. McLaughlin**

None.

**Law Director's Report – Ms. Gwartz**

None.

### **Architectural Review Board**

None.

### **Community Reinvestment Area – Mr. Carden**

None.

### **Public Hearings**

None.

### **Public Portion**

Public portion was open and closed at 7:25pm with no public present.

### **Remarks – Old Business**

### **Remarks – New Business**

#### Telecom Acquisition Corp / Classic Store - Located at 32702 Vine Street

Mr. Tricarichi and Mr. French were present representing Telecom Acquisition Corp / Classic Store - Located at 32702 Vine Street. Mr. Tricarichi explained that Telecom is a real estate development company, which is primarily building houses and commercial buildings, rehabilitation of buildings and homes. He advised that they purchased the building located at 32702 Vine Street about 2 years ago. Chairman Carden asked what the building was previously and Mr. Tricarichi stated it was called Masterangelo's Heating and Cooling, and the other side was a Sheet Metal Shop. He stated that he purchased this building for an office and warehouse building, he also purchased a building in a different city to be used as a storage location for items such as drywall, siding and any other items that they need for the homes they are working on. He advised that the idea for his location in Willowick, the concept is called Classic Store. He explained that he is into "old stuff" such as guitar amps and electronics, he is an Electrical Engineer by trade. He stated that he will have things like vacuum tubes, pin ball machines, an old functioning traffic light, among other items. He would like to open this business as a retail establishment for these types of items. He mentioned signage and the submittal for them, the board advised that they are not able to review the signage, there was some discussion regarding the location of the signs. There was some further discussion regarding additional items he will be selling. Chairman Carden asked of Mr. Tricarichi, if his customer base would not be primarily builders.

Mr. Tricarichi stated that they have 2 types of customers, the Classic Store customers which would be musicians and collectors whereas then they have real estate customers that buy the builder items. Chairman Carden asked if this establishment would be servicing both types of customers, Mr. Tricarichi stated that is correct. There was some discussion regarding his other locations currently operating.

Chairman Carden asked how this location was chosen and Mr. Tricarichi stated that this location was cheap. Mr. Tricarichi asked about the fabrication piece that is laid out, Mr. Tricarichi advised that it is kitchen items such as cabinets, countertops as well as guitar amps and speaker cabinets and things along those lines, mostly wood and cleaning up metal. Chairman Carden stated that he believes the parking looks to be more than adequate, Mr. Tricarichi stated that he will have 4 or 5 parking spaces at most. It was asked if they will be servicing customer's items, he advised just servicing items for sale.

Mr. Tricarichi stated that right now they do not have any customers but in the future if someone buys an item and it breaks then they will fix it for them. He doesn't want to be ruled out as a servicing company because he does have the culpability. There was some discussion regarding the options for trade in's as well. Chairman Carden asked if there will be a need to have equipment outside, Mr. Tricarichi stated,

other than a BBQ grill and a car hauler trailer parked in the parking lot on the side of the building because they also sell "old" car parts (not cars) but nothing will be stored outside. There was some discussion regarding signage approval process, it was advised that Mr. Brennan handles the signage. There were some examples Mr. Tricarichi provided of the projects he has completed in other cities.

Motion made to recommend to City Council the approval of Telecom Acquisition Corp / Classic Store - Located at 32702 Vine Street by Mr. Foisel, Seconded by Ms. Monaco.

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

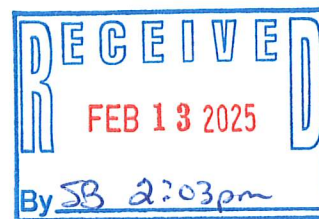
### **Adjournment**

Motion made to adjourn the May 12th, 2025, Planning Commission meeting at 7:25pm by Mr. Foisel, Seconded by Mr. Tomas.

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



CITY OF WILLOWICK PLAN REVIEW BOARD  
APPLICATION FOR PERMIT TO OCCUPY FOR  
BUSINESS, COMMERCIAL, INDUSTRIAL, ETC.  
YOU MUST FILL OUT ENTIRE APPLICATION  
440-918-5000



PERMIT FEE: \$80.00

DATE: 2/12/25Location of Occupancy: 32702 VINE ST. Business Name: TELECOM ACQUISITION CORP/CLASSICSTOREBusiness Owner's Name & Address: TELECOM ACQUISITION CORP I, INCCITY/STATE/ZIP: 3601 S. GREEN RD. SUITE 200, BEACHWOOD, OH 44122Telephone Number: 216-978-9000 Fax Number: 440-278-4557 Federal ID Number: 30-0194432

Or Social Security Number

OWNER OF PROPERTY/NAME/ADDRESS/TELEPHONE NUMBER: TELECOM ACQUISITION CORP I, INC3601 S. GREEN RD SUITE 200, BEACHWOOD, OH 44122SUBMIT NEW DETAILED FLOOR PLAN: X SQ. FT. HABITABLE FLOOR AREA FOR OCCUPANCY: 4200Building Size: 4200Total Number Of Employees: 1Intended Number of Occupants: 5 Total Number of Seating: N/A

Site Plan With Number of Paved Parking Spaces

Hours Of Operation: M-F 9-5Letter of Intent: ATTACHEDPrevious Use: HEATING & COOLINGProposed Use: OFFICE/WAREHOUSE/RETAILNAME OF PRINCIPAL OR CONTACT PERSON FOR NEW BUSINESS: MICHAEL TRICARICHIHome Address/City/Zip: 3601 S. GREEN RD SUITE 200 Telephone Number: 216 978 - 9000  
BEACHWOOD, OH 44122

I hereby certify that the above questions have been answered correctly by me and that the premises will be used for the purpose stated above. Any change in the purpose of occupancy will not be made without approval from Lake County Building, Willowick Fire & Willowick Zoning Department. A final approval by The Willowick Building Dept. (440) 516-3000 or a representative thereof, must be completed with before opening of business. I do hereby further agree to maintain the above premises in compliance with the ordinances of the City of Willowick.

Applicant's Signature: [Signature]Date: 2/12/25

Office use only:

Zoning District: \_\_\_\_\_

Authorized Occupants: \_\_\_\_\_

TEMPORARY APPROVED BY: \_\_\_\_\_

Date: \_\_\_\_\_

Zoning Dept. Inspected by: \_\_\_\_\_

DATE: \_\_\_\_\_

Zoning Permit # \_\_\_\_\_

Zoning Permit Fee \$ \_\_\_\_\_

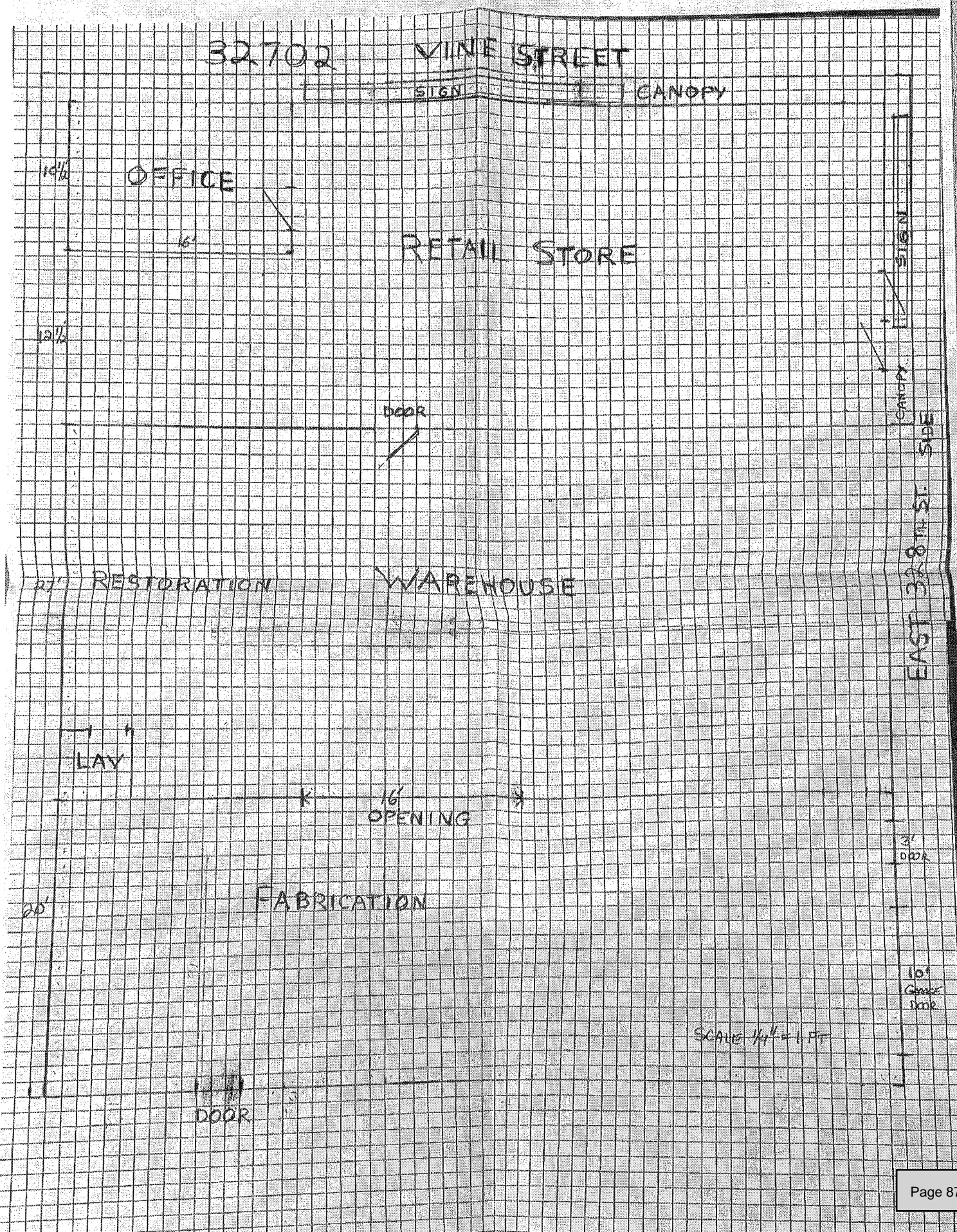
Fire Dept. Inspected By \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF WILLOWICK-APPLICATION FOR COMMERCIAL ESTABLISHMENT LICENSE REQUIRED AFTER APPROVAL

Note: A separate permit is required for all new signs from the Willowick Building Department.







# 32702 VINE ST. PARKING PLAN

Item #27.



VINE ST

E 328 ST



***Telecom Acquisition Corp.  
3601 S. Green Rd. Suite 200  
Beachwood, Oh 44122  
216-978-9000***

2/11/2025

Mr. Sean Brennan  
Chief Housing and Zoning Inspector  
City of Willowick  
31230 Vine St. Willowick, Ohio 44095

Re: 32702 Vine Street

Dear Mr. Brennan;

I am in receipt of your letter dated 2/11/2025. Thank you for meeting with me today to discuss the building. Attached is the letter of intent you requested regarding the use of the building.

Regards;

A handwritten signature in black ink, appearing to read 'Michael Tricarichi', with a large, stylized loop at the end.

Michael Tricarichi, President

## Letter of Intent

32702-07  
 The owner of the building located at ~~29305~~ 32702, Vine Street is Telecom Acquisition Corp., I, Inc., ("TAC"), a Nevada "C" Corporation, which is also registered to do business in Ohio with the Ohio Secretary of State. TAC's primary business is to buy, hold, develop and sell commercial and residential property through the US, and its local office is located at 3601 Green Td, Suite 200, in Beachwood, Ohio. TAC currently owns several properties in the State of Ohio including the one that is the subject of this letter, and is also involved in the development and building of new projects in the State, including projects in Solon, Bay Village, and North Olmsted to name a few. Telecom is licensed as a general contractor in the communities where it has ongoing projects.

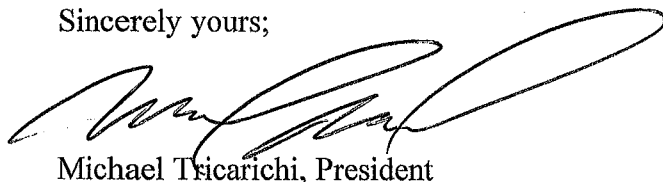
TAC purchased the above captioned property in December 2022 to use as a local satellite office and a warehouse to store materials and fabricate and repair other items associated with its local projects. TAC has no contact with any third parties in conducting its operations within the building. That is the current use of the property, as well as one of the proposed future uses of the subject property. Since the purchase of the building, we have complied with any request made by local authorities, including inspections by the Willowick Fire Department. We intend to continue to comply with other requests by the City, including the writing of this "Letter of Intent" and City licensing requirements.

At present, TAC may have future intentions to sell some of its older items accumulated in its various businesses at retail out of this location, but has not yet begun doing so. Most of these items are 25 years old or older, items TAC classifies as "Classic". Some of the categories of these items are: professional and consumer sound equipment (speakers, amplifiers etc.), musical instruments (guitars and guitar amplifiers), movie theatre and stadium equipment (TAC purchased all of the electronics out of the old Cleveland Municipal Stadium), as well as what could be classified as "man-cave" items like pinball machines, popcorn machines, traffic lights, telephones and the like.

In addition, TAC has invested in "Classic" cars over time and has accumulated a great deal of parts for these cars, and may elect to restore and sell some of the parts as well. We have secured the name "Classicsstore", and should we choose to engage in this type of operation, it will be done under that name, with the slogan "It isn't Old, it's a "Classic!"

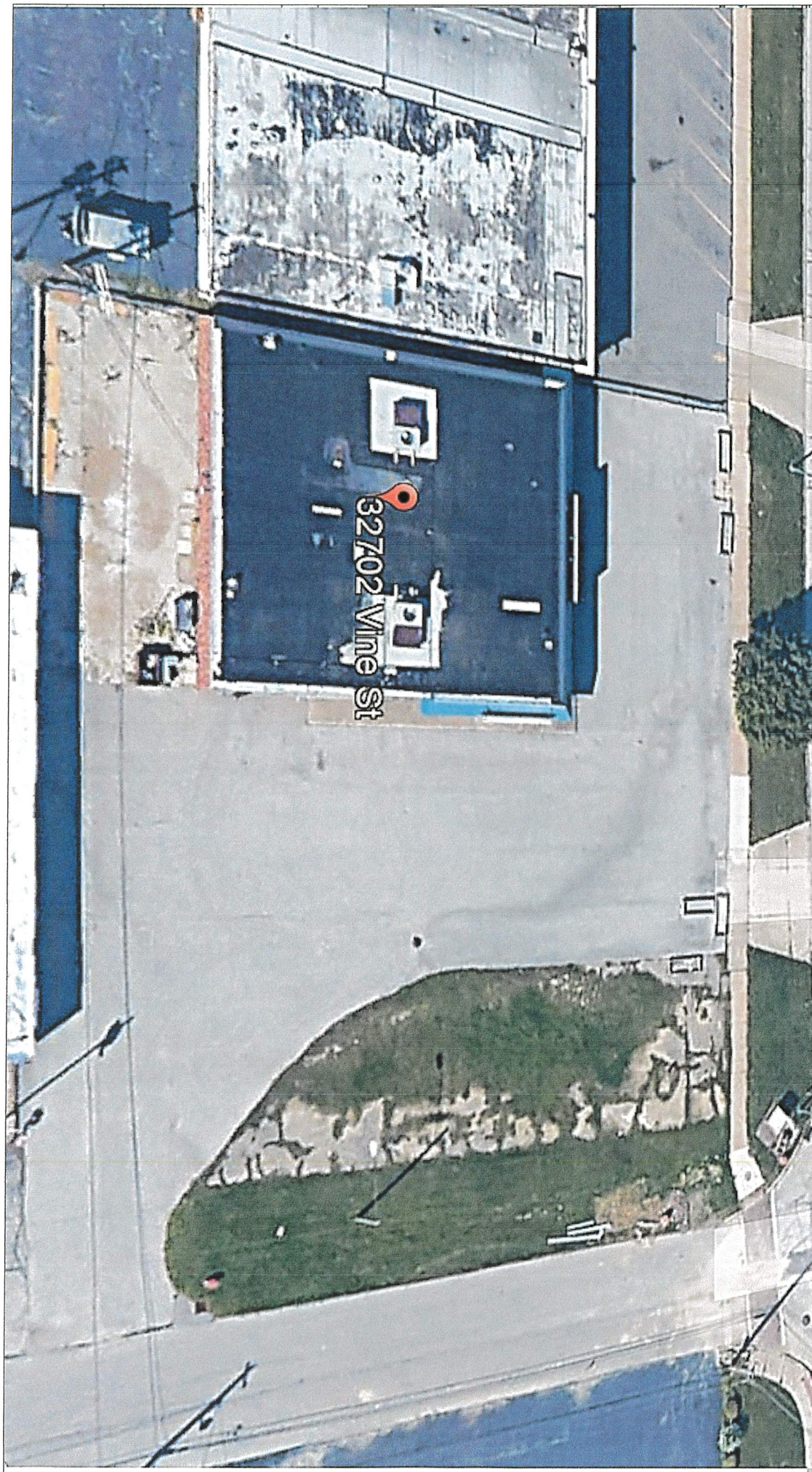
Based on the floor plan and layout of the interior of this building when purchased, as well as the current back-lighted sign boxes on the exterior, other than re-lettering the sign faces, NO MODIFICATIONS TO THE INTERIOR OR EXTERIOR OF THE BUILDING ARE REQUIRED to do anything discussed herein. I am prepared to discuss anything contained in this letter with City officials at your earliest convenience.

Sincerely yours;



Michael Tricarichi, President





TO: Members of Council

FROM: Mark Carden Chairman  
Planning Commission

DATE: May 14<sup>th</sup>, 2025

RE: Planning Commission Motion from the  
Planning Commission Meeting of May 12<sup>th</sup>, 2025

Please be advised that at the above-mentioned meeting of the Planning Commission, a motion was made regarding the review and recommendation for the approval of a new business for Telecom Acquisition Corp / Classic Store - Located at 32702 Vine Street.

The motion is as follows:

Motion made to recommend to City Council the approval of Telecom Acquisition Corp / Classic Store - Located at 32702 Vine Street by Mr. Foisel, Seconded by Ms. Monaco. Voting Yea: Chairman Carden, Mr. Foisel, Mr. Fortney, Mr. Tomas, Ms. Monaco

If you have any questions, please call.

Sincerely,  
Mark Carden Chairman  
Planning Commission

MC/hkb

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



“Exhibit A”

1. Motion to Declare Payroll Software with Asset Tag # 1948 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.
2. Motion to Declare 6100 LF 2 ½” Fire Hose with Asset Tag # 89-259 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.
3. Motion to Declare 2400 LF 3” Fire Hose with Asset Tag # 89-260 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.
4. Motion to Declare 282 LF 4” Fire Hose with Asset Tag # 89-261 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.
5. Motion to Declare Auto. External Defibrillator with Asset Tag # 1633 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.
6. Motion to Declare Auto. External Defibrillator with Asset Tag # 1634 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.
7. Motion to Declare Auto. External Defibrillator with Asset Tag # 1635 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.
8. Motion to Declare Auto. External Defibrillator with Asset Tag # 1636 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.
9. Motion to Declare Zetron Dispatch 30 Button Rack Mount with Asset Tag # 1967 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.
10. Motion to Declare Zetron Dispatch 30 Button Rack Mount with Asset Tag # 1968 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.

March 17, 2025

CHERYL BENEDICT  
CITY OF WILLOWICK  
30435 LAKE SHORE BLVD.  
WILLOWICK, OH 44095

Re: Group Retrospective Rating Re-Enrollment for Policy # 34305902

We are pleased to announce that your organization has qualified for re-enrollment in the 2026 Ohio Association of Public Treasurers Retro Group.

2026 Group Retrospective Rating projection:		Max Refund	Max Assessment	
Projected Premium	\$ 108,160			
Target Refund %	32%	62.9%	5%	use to be 10%
Target Refund \$	\$34,611	\$ 68,033	\$ 5,408	

*Actual group refunds/assessments will be dependent on the performance of the entire group.  
BWC will conduct three (3) annual evaluations to determine the refund/assessment.  
Evaluations will take place at 12, 24, and 36 months after the end of the policy year.*

Our group retrospective programs are successful and consistently generate significant refunds because of our focus on safety best practices, client education, and aggressive claims management.

To re-enroll, simply sign and return the enclosed U-153 enrollment form with invoice and payment, or enroll online at [www.sedgwick.com/ohiotpa/enroll](http://www.sedgwick.com/ohiotpa/enroll).

Join our program and receive these services:

- Claims management
- Hearing representation
- Review of BWC rates and invoices
- Online account access
- Educational opportunities
- BWC updates

To discuss our Group Retrospective Rating Program or related services, please contact  
**Ben Shutler** at **740-827-0640** or  
**Ben.Shutler@sedgwick.com**.

As a reminder, when enrolling in a group retrospective rating program, BWC does not allow the stacking of discounts with any of the following programs: \$15k Medical Deductible, Claim Impact Reduction, Substance Use Prevention & Recovery Bonus, and Transitional Work Bonus. However, Group Retro has the potential to provide **significant refunds** in comparison to these other alternative rating programs.



# Bureau of Workers' Compensation

## Employer Statement Group-Retrospective-Rating Program

Item #29.

### Instructions

- Please print or type.
- Return completed statement to the attention of the sponsoring organization you are joining.
- The sponsoring organization's third-party administrator will submit this form.
- If you have any questions, please call BWC at (614) 466-6773.

**Note: This application must be review and approve by BWC's employers programs unit BEFORE it becomes effective.**

Employer Name CITY OF WILLOWICK	Telephone number 440 585 3700	BWC Policy Number 34305902
Address 30435 LAKE SHORE BLVD.	City WILLOWICK	State OH
		Nine-digit Zip Code 44095

### Group-retrospective-rating program enrollment

I agree to comply with the Ohio Bureau of Workers' Compensation Group-Retrospective-Rating Program rules (Ohio Administrative Rule 4123-17-73). I understand that my participation in the program is contingent on such compliance.

This form supersedes any previously executed U-153.

I understand that only a BWC Group-Retrospective-Rating Program certified sponsor can offer membership into the program. I also understand if the sponsoring organization listed below, is not certified, this application is null and void.

I am a member of the **Ohio Association of Public Treasurers Retro Group** sponsoring organization or a certified affiliate organization and would like to be included in the Group-Retrospective-Rating Program it sponsors for the policy year beginning **January 1, 2026**. I understand the employer roster submitted by the group will be the final, official determination of the group in which I will or will not participate. Submission of their form does not guarantee participation.

I understand the sponsoring organization's representative **Sedgwick #000900-80** (currently, as determined by the sponsoring organization) is the only representative I may have in risk-related matters while I remain a member of the group. I also understand the representative for the Group-Retrospective-Rating Program will continue as my individual representative in the event that I no longer participate in the program. At the time, I am no longer a member of the program, I understand I must file a *Permanent Authorization* (AC-2) to cancel or change individual representation.

I understand a new U-153 shall be filed each policy year I participate in the Group-Retrospective-Rating Program.

I am associated with the sponsoring organization or a certified affiliate sponsoring organization. ☒ Yes ☐ No

Ohio Association of Public Treasurers Retro Group

1581124

Name of sponsor or affiliate sponsor

Sponsor or affiliate sponsor policy number

Note: For injuries that occur during the period an employer is enrolled in the Group-Retrospective-Rating Program, employers may not use or participate in the Deductible Program, Group Rating, Retrospective Rating, \$15,000 Medical-Only Program or the Drug-Free Safety Program.

### Certification

\_\_\_\_\_ certifies that he/she is the \_\_\_\_\_ of  
(Officer Name) (Title)

\_\_\_\_\_, the employer referred to above, and that all of the  
(Employer Name)

information is true to the best of his/her knowledge, information, and belief, after careful investigation.

X \_\_\_\_\_  
(Officer Signature)

\_\_\_\_\_  
(Date)

BWC-7659 (Rev. Oct. 1, 2024)

U-153

Ohio Association of Public Treasurers Retro Group, group #6142 (2026)  
Ohio Association of Public Treasurers - C / policy #34305902



## 2026 Group Retrospective Rating Analysis

**Employer:** City Of Willowick

**Policy No.:** 34305902

Projections based on: TM: -1% EMR: 0.99

Estimated Standard Premium:	\$108,160
BWC Assessments:	\$0
Estimated Individual Premium:	\$108,160

BWC will conduct three (3) annual evaluations to determine the refund/assessment. Evaluations will take place at 12, 24, and 36 months after the end of the policy year.

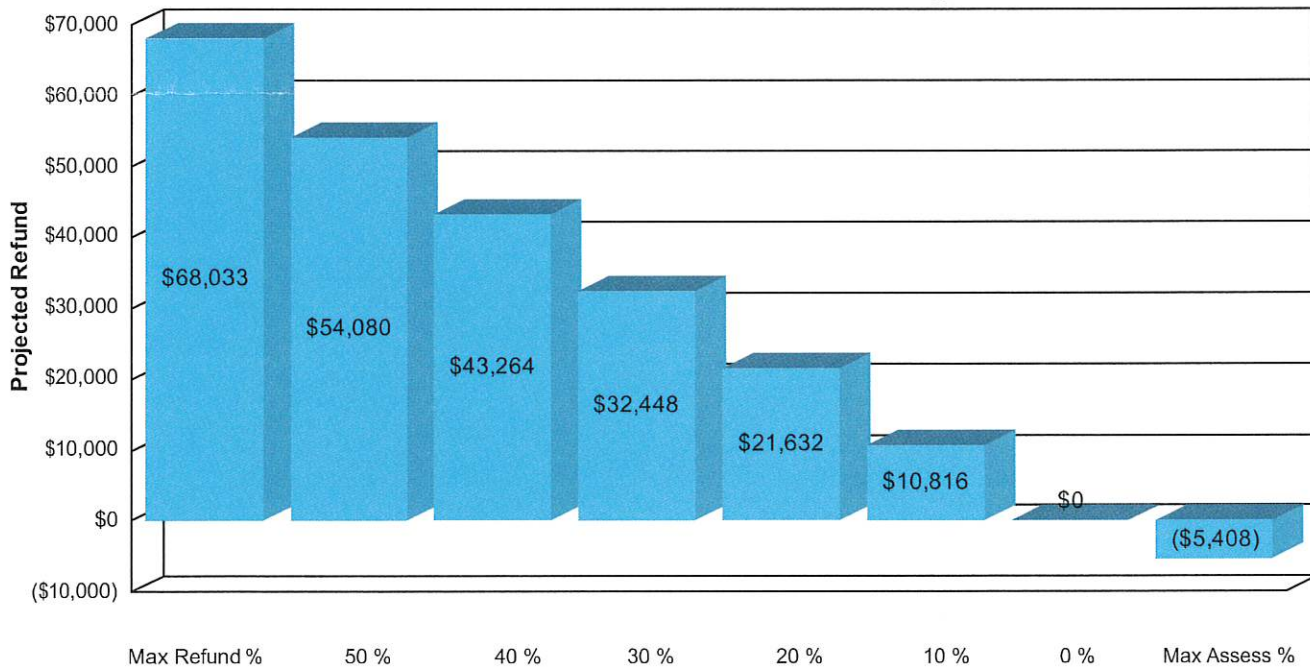
Max Refund: 62.90%

Max Assessment: 5%

Projected Maximum Refund: \$ 68,033

Projected Maximum Assessment: \$ 5,408

### Estimated Refund Range



\*The 2026 premium amounts are for the payroll period from 1/01/2026 to 12/31/2026.

Actual group refunds/assessments will be dependent on the performance of the entire group.

This projection is to be used as a guideline only for decision making purposes. The results should not be construed as actual.



**Bill To:**

CHERYL BENEDICT  
CITY OF WILLOWICK  
30435 LAKE SHORE BLVD.  
WILLOWICK, OH 44095

Policy Number	Invoice Date
34305902	March 17, 2025
Invoice Number	Payment Due Date
1552550	UPON RECEIPT
Group Number	
6142	
Rating Year	Annual Fee
2026	\$ 3,260

**Ohio Workers' Compensation Group Retrospective Rating Program**

The enrollment fee of \$ 3,260 includes:

- Services for the annual contract period beginning 9/1/2025
- Policy Year: Group Retrospective Rating enrollment for January 1, 2026 to December 31, 2026

**To enroll:**

- Pay online at [www.sedgwick.com/ohiotpa/enroll](http://www.sedgwick.com/ohiotpa/enroll) or
- Sign and return enclosed U-153 enrollment form and invoice with remittance
  - Email to [ohio.group@sedgwick.com](mailto:ohio.group@sedgwick.com) or mail to:  
**Sedgwick**  
**PO Box 89456**  
**Cleveland OH 44101-6456**
  - Include check made out to Sedgwick or complete credit card portion of this invoice.

	
Credit card number:	
Amount to be charged: <b>\$ 3,260</b>	Expiration date:
Print name as it appears on card:	
Authorized Signature:	

By returning this invoice or by remittance of the service fee, Client acknowledges and accepts all terms and conditions of the workers' compensation service agreement. Said agreement is hereby incorporated by reference herein <https://viaoneohio.sedgwick.com/Rating/2026PEgroupcontract.pdf> (password: group2026).

This invoice is for Sedgwick's workers' compensation third party administration services pursuant to a service agreement between your company and Sedgwick. Client acknowledges that payment of this invoice does not constitute or guarantee enrollment in any workers' compensation discount/alternative rating program.

**X**

Signature	Printed Name	Title	Date
CBENEDICT@CITYOFWILLOWICK.COM		440 585 3700	
Email Address		Phone number	

**Questions?**

Contact Ben Shutler at 740-827-0640 or  
Ben.Shutler@sedgwick.com

If your organization has merged with or acquired another company in the last year or plans to up through the policy year noted above, initial here and contact our office immediately to review your options.

If a W-9 is needed visit <https://viaoneohio.sedgwick.com/Rating/SedgwickW9.pdf>

Invoice #: 1552550

Ohio Association of Public Treasurers Retro Group, group #6142 (2026) GRC-M  
Ohio Association of Public Treasurers - C / policy #