

President of Council
MICHAEL KLINE

Vice President of Council
TANYA TAYLOR DRAPER

Council Clerk
NICHOLAS AIELLO

City of Willoughby Hills

Council:
JULIE A. BELICH
JOE JARMUSZKIEWICZ
DANIEL KNECHT
VICKI MILLER
KATHLEEN SIVO

Agenda

Working Committee of Council and Rules & Legislation

October 6, 2025 | 6:00 p.m.

Roll Call of Council

Members: Council President Michael Kline, Councilman Dan Knecht, Councilwoman Vicki Miller, Councilwoman Kathleen Sivo, Council Vice President Tanya Taylor Draper, Councilwoman Julie A. Belich, and Councilman Joe Jarmuszkiewicz

Others Invited: Mayor Christopher Hallum, Law Director Michael Lucas, City Engineer Pete DiFranco, Finance Director Bruce Scott

DISCUSSION ITEMS:

1. **Ordinance 2025-050-Third Reading**
An ordinance authorizing the mayor to enter into a three-year contract with Rea & Associates Inc. for the preparation of the Annual Financial Statements in accordance with Generally Accepted Accounting Principles (GAAP) for the City of Willoughby Hills for the fiscal years 2025, 2026, and 2027 and declaring an emergency.
2. **Ordinance 2025-052-First Reading**
An ordinance authorizing and directing the mayor to enter into an agreement between the City of Willoughby Hills, Ohio and Richard L. Bowen + Associates, Inc. for City engineering services and repealing conflicting legislation.
3. **Ordinance 2025-053-First Reading**
An ordinance authorizing and directing the mayor to enter into a contract for general liability insurance coverage for the City of Willoughby Hills and declaring an emergency.
4. **Ordinance 2025-054-First Reading**
An ordinance authorizing the mayor to enter into a contract with Sitestream, LLC, a Massachusetts Limited Liability Company with a Primary Business Address at 100 Cummings Center 343-C, Beverly, MA 01915 ("SITESTREAM"), to provide business and technology services to facilitate the detection, issuance, and/or processing of violations of the City of Willoughby Hills traffic laws or code enforcement programs and declaring an emergency.

5. Ordinance 2025-055-First Reading

An ordinance authorizing the mayor to enter into and sign any and all documents to accept the 2024 Federal Emergency Management Agency (FEMA) grant funding program for Staffing Adequate Fire And Emergency Response (SAFER) and declaring an emergency.

6. Resolution 2025-015-First Reading

A resolution authorizing the deposit of photo enforcement revenue generated from the City of Willoughby Hills adoption of Codified Ordinances Chapter 315 and Chapter 317 to Capital Improvement Fund 420 and declaring an emergency.

PUBLIC PORTION #1 – An opportunity for the public to address Council concerning anything pertaining to tonight’s agenda

Section 107.08 – Public Meetings of Municipal Bodies of the Codified Ordinances of the City of Willoughby Hills: (a) All meetings of any municipal body are declared to be public meetings open to the public at all times. All meetings shall provide a reasonable opportunity to hear public opinion.

LEGISLATION:

1. **ORDINANCE 2025-050-THIRD READING**

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A THREE-YEAR CONTRACT WITH REA & ASSOCIATES INC. FOR THE PREPARATION OF THE ANNUAL FINANCIAL STATEMENTS IN ACCORDANCE WITH GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) FOR THE CITY OF WILLOUGHBY HILLS FOR THE FISCAL YEARS 2025, 2026, AND 2027 AND DECLARING AN EMERGENCY.

2. **ORDINANCE 2025-052-FIRST READING**

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF WILLOUGHBY HILLS, OHIO AND RICHARD L. BOWEN + ASSOCIATES, INC. FOR CITY ENGINEERING SERVICES AND REPEALING CONFLICTING LEGISLATION.

3. **ORDINANCE 2025-054-FIRST READING**

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH SITESTREAM, LLC, A MASSACHUSETTS LIMITED LIABILITY COMPANY WITH A PRIMARY BUSINESS ADDRESS AT 100 CUMMINGS CENTER 343-C, BEVERLY, MA 01915 (“SITESTREAM”), TO PROVIDE BUSINESS AND TECHNOLOGY SERVICES TO FACILITATE THE DETECTION, ISSUANCE, AND/OR PROCESSING OF VIOLATIONS OF THE CITY OF WILLOUGHBY HILLS TRAFFIC LAWS OR CODE ENFORCEMENT PROGRAMS AND DECLARING AN EMERGENCY.

4. **ORDINANCE 2025-053-FIRST READING**

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT FOR GENERAL LIABILITY INSURANCE COVERAGE FOR THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.

5. **ORDINANCE 2025-055-FIRST READING**

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AND SIGN ANY AND ALL DOCUMENTS TO ACCEPT THE 2024 FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) GRANT FUNDING PROGRAM FOR STAFFING ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) AND DECLARING AN EMERGENCY.

6. **RESOLUTION 2025-015-FIRST READING**

RESOLUTION AUTHORIZING THE DEPOSIT OF PHOTO ENFORCEMENT REVENUE GENERATED FROM THE CITY OF WILLOUGHBY HILLS ADOPTION OF CODIFIED ORDINANCES CHAPTER 315 AND CHAPTER 317 TO CAPITAL IMPROVEMENT FUND 420 AND DECLARING AN EMERGENCY.

ADJOURNMENT