

President of Council  
MICHAEL KLINE

Vice President of Council  
TANYA TAYLOR DRAPER

Clerk of Council  
NICHOLAS AIELLO

# City of Willoughby Hills

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

## Agenda-Amended

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### Regular Meeting of Council May 22, 2025, | 7:00 p.m.

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#### **Regular Meeting of Council Called to Order**

#### **Cell Phone Reminder to Turn off Devices Pledge of Allegiance**

#### ***Pledge of Allegiance***

#### **Roll Call of Council:**

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

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

#### **DISPOSITION OF THE JOURNAL**

Approval of the May 5, 2025, Working Committee of Council and Rules & Legislation Minutes  
Approval of the May 8, 2025, Regular Meetings of Council Minutes

#### **COUNCIL CORRESPONDENCE**

Email dated 5/20/2025 from Gloria Majeski Ordinance 2025-033 Amended  
Email dated 5/19/2025 from Miller, Vicki Re: Airbnb  
Email dated 5/19/2025 from Mehollin, Karen Codified Ordinances  
Email dated 5/19/2025 from Mehollin, Karen B-2  
Email dated 5/19/2025 from Mehollin, Karen FW: GALLAGHER SHARP RECORDS REQUEST  
Email dated 5/19/2025 from Mehollin, Karen Fw: Tree issue  
Email dated 5/17/2025 from Kline, Mike Correction to Agendas  
Email dated 5/16/2025 from Michael C. Lucas RE: Legislation awaiting approval  
Email dated 5/16/2025 from Tim Daugherty Re: update  
Email dated 5/16/2025 from McFarren, Darlene RE: PHONE MESSAGE FOR MIKE KLINE  
Email dated 5/16/2025 from Michael C. Lucas RE: Legislation awaiting approval  
Email dated 5/16/2025 from Kline, Mike Re: Tuesday Working Committee to Review City Project  
Email dated 5/15/2025 from Michael C. Lucas RE: Legislation awaiting approval  
Email dated 5/15/2025 from Michael C. Lucas RE: Legislation for Next Week  
Email dated 5/15/2025 from Tim Daugherty update  
Email dated 5/15/2025 from Tim Daugherty Camera update

Email dated 5/15/2025 from Michael C. Lucas RE: Airbnb  
Email dated 5/15/2025 from Michney, Sharen ADOPTED ORDINANCES  
Email dated 5/15/2025 from Hallum, Chris Mayor's Report to Council May 8, 2025  
Email dated 5/14/2025 from Scott, Bruce 2026 Tax Budget  
Email dated 5/14/2025 from Mehollin, Karen Fw: Mayor's Report - May 9, 2025  
Email dated 5/14/2025 from Sabol, Mike Re: Follow up  
Email dated 5/13/2025 from Mehollin, Karen Re: Important: Security Awareness Training  
Email dated 5/12/2025 from Thomas Lobe Re: Records Retention Schedules  
Email dated 5/12/2025 from Kline, Mike Approved timesheet  
Email dated 5/12/2025 from Kline, Mike Re: Time Sheet  
Email dated 5/12/2025 from Scott, Bruce FW: Willoughby Hills, OH - RC-3 Submission  
Email dated 5/11/2025 from Thomas Lobe Re: Brian Ames v Willoughby Hills  
Email dated 5/09/2025 from Pietro DiFranco Engineer Email Index-01 - 25CV000707 - 33901 Chardon - Dollar General  
Email dated 5/09/2025 from Lloyd, Katherine RE: Engineer Email Index-01 - 25CV000707 - 33901 Chardon - Dollar General  
Email dated 5/09/2025 from Michael C. Lucas Re: Public records request  
Email dated 5/09/2025 from Brian M Ames Public records request  
Email dated 5/08/2025 from Michael C. Lucas RE: Council Meeting Scheduling Conflict  
Email dated 5/08/2025 from Mehollin, Karen Fw: Phishing and Training Score Report  
Email dated 5/08/2025 from Lloyd, Katherine WH PCABR Mtg 5/15/25 - Thursday - 7:00 PM  
Email dated 5/07/2025 from Miller, Vicki Re: Revised Senior Ordinance  
Email dated 5/07/2025 from Lloyd, Katherine RE: Ink Cartridges  
Email dated 5/07/2025 from Lloyd, Katherine PTV regarding Dollar General

**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.

**MAYOR’S REPORT** – Mayor Chris Hallum

**LAW DIRECTOR’S REPORT** – Attorney Michael C. Lucas

**FINANCE DIRECTOR’S REPORT** – Finance Director Bruce Scott

**CITY ENGINEER’S REPORT** – Pietro A. DiFranco, P.E.

**BOARDS, COMMISSIONS & COMMITTEE REPORTS**

**Planning & Zoning and Architectural Board of Review:** Council Vice President Taylor Draper

**Recreation Commission Report:** Councilman Jarmuszkiewicz

**Finance Committee:** Council President Kline

**Beautification Committee:** Council Vice President Taylor Draper

**Business Subcommittee:** Councilwoman Sivo

**Deer Management Subcommittee:** Councilwoman Belich

**UNFINISHED BUSINESS:**

**LEGISLATION:**

**ORDINANCE 2025-033-AMENDED-SECOND READING**

**AN ORDINANCE AMENDING PART ONE – ADMINISTRATIVE CODE – TITLE FIVE – ADMINISTRATIVE CODE OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS WITH AMENDMENTS TO CHAPTER 165 RELATED TO THE WILLOUGHBY HILLS SENIOR CENTER AND THE ROLE OF WILLOUGHBY HILLS SENIORS, INC. AS WILLOUGHBY HILLS SENIOR CENTER FACILITATOR, AND DECLARING AN EMERGENCY.**

**ORDINANCE 2025-034-FIRST READING**

**AN ORDINANCE EXTENDING THE TEMPORARY MORATORIUM ON THE OPERATION OF ANY SHORT TERM RESIDENTIAL REAL ESTATE RENTALS IN THE CITY OF WILLOUGHBY HILLS FOR AN ADDITIONAL PERIOD OF TIME NOT TO EXCEED ONE HUNDRED EIGHTY (180) DAYS FROM THE EFFECTIVE DATE OF THIS ORDINANCE, AND DECLARING AN EMERGENCY.**

**ORDINANCE 2025-035-FIRST READING**

**AN ORDINANCE PROVIDING FOR THE SUBMISSION OF A PROPOSED AMENDMENT TO ARTICLE III OF THE CHARTER OF WILLOUGHBY HILLS, OHIO TITLED, THE COUNCIL, (SECTION 3.25 TITLED, THE CLERK AND OTHER EMPLOYEES) TO THE ELECTORS OF THE CITY TO EXTEND THE PERIOD BY WHICH A VACANCY IN THE POSITION OF CLERK OF COUNCIL SHALL BE FILLED BY APPOINTMENT OF COUNCIL FROM THIRTY (30) DAYS TO SIXTY (60) DAYS AT THE MAYOR’S DISCRETION, AND DECLARING AN EMERGENCY.**

**ORDINANCE 2025-036-FIRST READING**

**AN ORDINANCE AMENDING PART 13, BUILDING CODE, TITLE III-LOCAL BUILDING PROVISIONS, CHAPTER 1361 DIVISION OF BUILDING ENGINEERING AND INSPECTION, OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS, AND DECLARING AN EMERGENCY.**

**ORDINANCE 2025-037-FIRST READING**

**AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF THE CITY OF WILLOUGHBY HILLS PROPOSED AMENDMENTS TO ARTICLE V OF THE CHARTER TITLED BOARDS AND COMMISSIONS, (SECTION 5.15, TITLED MANDATORY PUBLIC VOTE ON LAND USE CHANGES), AND ARTICLE VI OF THE CHARTER TITLED LEGISLATION, (SECTION 6.2, TITLED EFFECTIVE DATES OF ORDINANCES), AND DECLARING AN EMERGENCY.**

**RESOLUTION 2025-010-FIRST READING**

**A RESOLUTION ADOPTING A TAX BUDGET FOR THE FISCAL YEAR 2026 FOR THE CITY OF WILLOUGHBY HILLS.**

**NEW BUSINESS:**

**PUBLIC PORTION #2 – An opportunity for the public to address Council with any comments, issue or concern** 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.

**FOR THE GOOD OF THE ORDER/FOR THE GOOD OF THE COMMUNITY**

**ADJOURNMENT**