

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

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### Regular Meeting of Council June 26, 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 Dan Knecht, Councilwoman Vicki Miller, Councilwoman Kathleen Sivo, Council Vice President Tanya Taylor Draper, Councilwoman Julie A. Belich, Councilman Joe Jarmuszkiewicz, and Council President Michael Kline

**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 June 9, 2025, Working Committee of Council and Rules & Legislation Minutes  
Approval of the June 12, 2025, Regular Meetings of Council Minutes

#### **COUNCIL CORRESPONDENCE**

Email dated 06/24/2025 from Scott, Bruce RE: Purchase Record Request-City of Willoughby Hills, Ohio  
Email dated 06/24/2025 from Rice, Clark RE: WH Dollar General  
Email dated 06/23/2025 from Lloyd, Katherine RE: PROBLEM - NEED NEW DATE FOR PUBLIC HEARING  
Email dated 06/23/2025 from Lloyd, Katherine FW: WH PCABR Meeting 7/17/25 THURSDAY - 7:00 PM  
Email dated 06/23/2025 from Lloyd, Katherine ORD 2025-0XX Small Box Discount Store Zoning Amendment  
Email dated 06/23/2025 from Taylor Draper, Tanya Re: Please print for each Council member for dais  
Email dated 06/23/2025 from Lloyd, Katherine RE: FW: 2 WH Public Hearings 7/1/25  
Email dated 06/23/2025 from Michael C. Lucas RE: Road Levy  
Email dated 06/23/2025 from Rice, Clark RE: 2022 Master Plan - Willoughby Hills  
Email dated 06/23/2025 from Lloyd, Katherine RE: Dollar General  
Email dated 06/20/2025 from Jarmuszkiewicz, Joe Re: Legislation, Agenda, and Minutes for next Week  
Email dated 06/20/2025 from Lloyd, Katherine RE: PTV Willoughby Hills  
Email dated 06/20/2025 from Novak, Alisa RE: Delivery Hours Ordinance  
Email dated 06/20/2025 from Michael C. Lucas RE: Legislation for Next Week  
Email dated 06/20/2025 from Lloyd, Katherine RE: Willoughby Hills Master Plan 2023 Final with Signature  
Email dated 06/20/2025 from Michael C. Lucas Ballot Ordinance for Short Term Rentals

Email dated 06/19/2025 from Vicki Miller Re: NOPEC  
Email dated 06/19/2025 from Lloyd, Katherine Public Hearing for Zoning Amendment + Referendum Zoning  
Email dated 06/19/2025 from Lloyd, Katherine PCABR Meeting 6/19/25 at 7:00 P.M.  
Email dated 06/18/2025 from Kline, Mike Re: Executive Session (Pending Litigation)  
Email dated 06/18/2025 from Mehollin, Karen NOPEC attachments  
Email dated 06/18/2025 from Mehollin, Karen Re: NOPEC Gas Opt-In Legislation (Follow-Up to Last Week's Call)  
Email dated 06/18/2025 from Scott, Bruce SCHEDULE OF 2025 APPROPRIATIONS - REVISION NO. 1 ORDINANCE REQUEST  
Email dated 06/18/2025 from Lloyd, Katherine WH BZA Meeting 7/8/25 at 7:00 PM  
Email dated 06/18/2025 from Mehollin, Karen Fw: NOPEC Gas Opt-In Legislation (Follow-Up to Last Week's Call)  
Email dated 06/18/2025 from Michael C. Lucas Executive Session (Pending Litigation)  
Email dated 06/17/2025 from Fink, Sandra RE: Delivery Hours Ordinance  
Email dated 06/17/2025 from Michney, Sharen FW: 055155-PR 28400 & 28500 Chardon Road RECORD REQUEST  
Email dated 06/17/2025 from Lloyd, Katherine RE: 2/6/25 Preliminary Review for Dollar General  
Email dated 06/17/2025 from Lloyd, Katherine Architectural Features Guidelines - City Charter - Master Plan  
Email dated 06/16/2025 from Kline, Mike Cell Tower Ordinance  
Email dated 06/16/2025 from Taylor Draper, Tanya Re: PC Date of Public Hearing re Ord 2025-0XX Zoning Amendment.  
Email dated 06/16/2025 from Patton, David H. America 250 lunch and learn  
Email dated 06/16/2025 from Mehollin, Karen Re: Public Record  
Email dated 06/16/2025 from Mehollin, Karen Fw: Kayak Rental Kiosk  
Email dated 06/14/2025 from Gloria Majeski Ordinance 2025-033 website correction  
Email dated 06/12/2025 from Lloyd, Katherine FW: PCABR Minutes 6/5/25 Draft for Review + PC Date of Public Hearing re Ord 2025-0XX Zoning Amendment.  
Email dated 06/12/2025 from Taylor Draper, Tanya Fw: (Vision3500 Flyer)  
Email dated 06/12/2025 from Torres, Antonia State of Ohio ex rel. Brian M. Ames, et al. v. Willoughby Hills City Council  
Email dated 06/13/2025 from Pietro DiFranco Willoughby Hills City Engineer Report 250613  
Email dated 06/12/2025 from Lloyd, Katherine PCABR Minutes 6/5/25 Draft for Review + PC Date of Public Hearing re Ord 2025-0XX Zoning Amendment.  
Email dated 06/12/2025 from Scott, Bruce RE: Tax Budget  
Email dated 06/12/2025 from Sam Nahar Requested Follow Up  
Email dated 06/12/2025 from Michael C. Lucas June 12, 2025 Council Meeting  
Email dated 06/11/2025 from Kline, Mike 5/12/25 Agenda

**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:**

- Discussion of Fireworks

**LEGISLATION:**

**ORDINANCE 2025-035-THIRD 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-THIRD 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-THIRD 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.**

**ORDINANCE 2025-039-FIRST READING**

**AN ORDINANCE AMENDING PART ELEVEN - PLANNING AND ZONING CODE OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS, TITLE 11 CAPTIONED “SUPPLEMENTAL DEVELOPMENT STANDARDS” CHAPTER 1161 CAPTIONED “REGULATIONS FOR WIRELESS TELECOMMUNICATION FACILITIES.” SPECIFICALLY, SECTION 1161.06 TITLED “STANDARDS APPLICABLE TO ALL WIRELESS TELECOMMUNICATIONS FACILITIES,” AND DECLARING AN EMERGENCY.**

**ORDINANCE 2025-040-FIRST READING**

**AN ORDINANCE AMENDING SECTION 1 OF ORDINANCE NO. 2024-070 TO COMPLY WITH STATE BUDGETARY LAWS REQUIRING MUNICIPALITIES TO MAINTAIN POSITIVE ACCOUNT BALANCES THROUGHOUT THE YEAR, REPEALING CONFLICTING LEGISLATION, AND DECLARING AN EMERGENCY.**

**ORDINANCE 2025-041-FIRST READING**

**AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF THE CITY OF WILLOUGHBY HILLS A PROPOSED AMENDMENT TO PART 11 TITLED “PLANNING AND ZONING CODE”, TITLE 11 CAPTIONED “SUPPLEMENTAL DEVELOPMENT STANDARDS” AND THEREBY ESTABLISH UNDER CHAPTER 11 “SUPPLEMENTAL DEVELOPMENT STANDARDS”, CHAPTER 1157 “GENERAL USE REGULATIONS”, CODIFIED ORDINANCE SECTION 1157.011 CAPTIONED “PROHIBITED USES-SHORT TERM RENTALS”, AND DECLARING AN EMERGENCY.**

**RESOLUTION 2025-009-SECOND AMENDED- FIRST READING**

**A RESOLUTION DECLARING IT NECESSARY TO RENEW THE CITY’S EXISTING 2.5-MILL TAX LEVY IN EXCESS OF THE TEN- (10) MILL LIMITATION FOR THE PURPOSE OF GENERAL CONSTRUCTION, RECONSTRUCTION, RESURFACING, REPAIR OF STREETS, ROADS, BRIDGES, THE REPLACEMENT AND REPAIR OF NECESSARY ROAD EQUIPMENT AND MACHINERY INCLUDING BUT NOT LIMITED TO MATERIALS, LABOR AND FACILITIES IN THE CITY; AND REQUESTING THE LAKE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE CITY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THE RENEWAL LEVY, AND DECLARING AN EMERGENCY.**

**RESOLUTION 2025-010-THIRD READING**

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

**RESOLUTION 2025-011-FIRST READING**

**A RESOLUTION APPROVING THE LAKE COUNTY FINAL PLAN CONCERNING ALL PUBLIC SAFETY ANSWERING POINTS (“PSAPS”) OPERATING IN LAKE COUNTY AS ADOPTED BY THE LAKE COUNTY 9-1-1 PROGRAM REVIEW COMMITTEE FOR THE PURPOSE OF REPLACING 9-1-1 INFRASTRUCTURE, AND DECLARING AN EMERGENCY.**

**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**