

*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-Amended

---

### Working Committee of Council and Rules & Legislation

September 8, 2025 | 6:00 p.m.

---

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

**Members:**

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

**Others Invited:**

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

#### **DISCUSSION ITEMS:**

1. **Ordinance 2025-039-Third 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.
2. **Ordinance 2025-044-First Reading**  
An Ordinance authorizing and directing the Mayor to enter into an agreement with the Board of Lake County Commissioners in order to provide emergency dispatch and communication services for the Police Department of The City of Willoughby Hills and declaring an emergency.
3. **Ordinance 2025-045-First Reading**  
An Ordinance authorizing and directing the Mayor to enter into an agreement with the Board of Lake County Commissioners in order to provide emergency dispatch and communication services for the Fire Department of the City of Willoughby Hills and declaring an emergency.

4. Ordinance 2025-046-First Reading  
An Ordinance to declare a City vehicle as surplus property and granting authorization to sell said surplus vehicle on the open market upon such terms and at such prices as are deemed most advantageous to the City of Willoughby Hills and declaring an emergency.
5. Ordinance 2025-047-First Reading  
An Ordinance authorizing the Mayor to secure the purchase of three (3) new police vehicles, and declaring an emergency.
6. Ordinance 2025-048-First Reading  
An Ordinance to declare a generator as surplus property and granting authorization to sell said surplus generator on the open market upon such terms and at such prices as are deemed most advantageous to the City of Willoughby Hills and declaring an emergency.
7. Ordinance 2025-049-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.
8. Ordinance 2025-050-First 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.
9. Ordinance 2025-051-First Reading  
An Ordinance authorizing the Mayor to distribute requests for qualifications (RFQ) to any person or firm expressing an interest in providing architectural and engineering consulting services for work related to the Willoughby Hills Police Department renovation and expansion project and the Willoughby Hills service garage replacement, and declaring an emergency.
10. Resolution 2025-013-First Reading  
A Resolution authorizing the City of Willoughby Hills to accept the amounts and rates for the year 2026 as determined by the Budget Commission of Lake County, Ohio and authorizing the necessary tax levies and the certification thereof to the County Auditor and declaring an emergency.
11. Resolution 2025-014-First Reading  
A Resolution requesting the Lake County Auditor to make advance payments of taxes in 2026 and declaring an emergency.

12. Discussion to Limit the Number of Marijuana Shoppes in Willoughby Hills to 1.
13. Discussion to Determine Allowable Distance Between Smoke Shops.
14. Discussion on Cell Tower Regulations Update.

**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 2025-039-THIRD 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.
2. **ORDINANCE 2025-044-FIRST READING**  
AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE BOARD OF LAKE COUNTY COMMISSIONERS IN ORDER TO PROVIDE EMERGENCY DISPATCH AND COMMUNICATION SERVICES FOR THE POLICE DEPARTMENT OF THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.
3. **ORDINANCE 2025-045-FIRST READING**  
AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE BOARD OF LAKE COUNTY COMMISSIONERS IN ORDER TO PROVIDE EMERGENCY DISPATCH AND COMMUNICATION SERVICES FOR THE FIRE DEPARTMENT OF THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.
4. **ORDINANCE 2025-046-FIRST READING**  
AN ORDINANCE TO DECLARE A CITY VEHICLE AS SURPLUS PROPERTY AND GRANTING AUTHORIZATION TO SELL SAID SURPLUS VEHICLE ON THE OPEN MARKET UPON SUCH TERMS AND AT SUCH PRICES AS ARE DEEMED MOST ADVANTAGEOUS TO THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.

5. **ORDINANCE 2025-047-FIRST READING**  
AN ORDINANCE AUTHORIZING THE MAYOR TO SECURE THE PURCHASE OF THREE (3) NEW POLICE VEHICLES, AND DECLARING AN EMERGENCY.
6. **ORDINANCE 2025-048-FIRST READING**  
AN ORDINANCE TO DECLARE A GENERATOR AS SURPLUS PROPERTY AND GRANTING AUTHORIZATION TO SELL SAID SURPLUS GENERATOR ON THE OPEN MARKET UPON SUCH TERMS AND AT SUCH PRICES AS ARE DEEMED MOST ADVANTAGEOUS TO THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.
7. **ORDINANCE 2025-049-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.
8. **ORDINANCE 2025-050-FIRST 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.
9. **ORDINANCE 2025-051-FIRST READING**  
AN ORDINANCE AUTHORIZING THE MAYOR TO DISTRIBUTE REQUESTS FOR QUALIFICATIONS (RFQ) TO ANY PERSON OR FIRM EXPRESSING AN INTEREST IN PROVIDING ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES FOR WORK RELATED TO THE WILLOUGHBY HILLS POLICE DEPARTMENT RENOVATION AND EXPANSION PROJECT AND THE WILLOUGHBY HILLS SERVICE GARAGE REPLACEMENT, AND DECLARING AN EMERGENCY.
10. **RESOLUTION 2025-013-FIRST READING**  
A RESOLUTION AUTHORIZING THE CITY OF WILLOUGHBY HILLS TO ACCEPT THE AMOUNTS AND RATES FOR THE YEAR 2026 AS DETERMINED BY THE BUDGET COMMISSION OF LAKE COUNTY, OHIO AND AUTHORIZING THE NECESSARY TAX LEVIES AND THE CERTIFICATION THEREOF TO THE COUNTY AUDITOR AND DECLARING AN EMERGENCY.

11. **RESOLUTION 2025-014-FIRST READING**  
**A RESOLUTION REQUESTING THE LAKE COUNTY AUDITOR TO  
MAKE ADVANCE PAYMENTS OF TAXES IN 2026 AND DECLARING AN  
EMERGENCY.**

**ADJOURNMENT**