



SHAKER HEIGHTS

City Council Agenda City Hall Council Chambers Monday, February 23, 2026, at 7:00 pm

This meeting is being held in person with an option to join the Zoom meeting online as a viewer or listener and provide public comment during the meeting from a PC, Mac, iPad, iPhone or Android device at <https://us06web.zoom.us/j/89308468178?pwd=LAXJIDCwQHgdKHH3ZGVvF-MTRGpJFh2p.thT9txT8yCetVRNi>. Password: 33553400; Description: Council Meeting; or join by phone at 833-548-0282 (toll free); Webinar ID: 893 0846 8178, Password: 33553400. International numbers available at <https://zoom.us/u/ahwKbeuA>. The video of the meeting will be available the following day on the City's [website](#).

Closed captioning is available but Zoom attendees must [turn on this feature](#) in their Zoom settings. To request an accommodation for a person with disability, call the City's ADA Coordinator at 216/49-1440, or Ohio Relay Service at 711 for TTY users.

REGULAR MEETING

Mayor's Remarks

1. Approval of the minutes of the special meeting of January 12, 2026, and the regular meeting of January 26, 2026 (attached herewith).

Documents:

[ORGMN 20260105.PDF](#)
[SPMN 20260112.PDF](#)
[COMN 20260126.PDF](#)

Public Comment on Agenda Items

Comments and questions submitted prior to the meeting will be read into the record.*

2. Authorizing expenditures from the Local Law Enforcement Trust Fund (Fund No. 701) and the Federal Law Enforcement Trust Fund (Fund No. 702) pursuant to the City's procurement requirements under the City's Charter and Ordinances, and to comply with Ohio Revised Code Section 2981.13. (SPW), (FIN)

Documents:

[LETF.PDF](#)

3. Amending Ordinance 25-137 making appropriations for the current expenses and other

expenditures of the City of Shaker Heights, Ohio for the year ending December 31, 2026, as amended by Ordinance No. 26-08, to amend appropriations in Fund No. 701, Law Enforcement Trust Fund Local, and in Fund No. 702, Law Enforcement Trust Fund Federal, and declaring an emergency. (SPW), (FIN)

Documents:

[LETF APPROP.PDF](#)

4. A resolution declaring the intent for and authorizing the appropriation and acquisition of portions of real property at 16500 Chagrin Boulevard/3516 Lee Road (Parcel No. 735-25-028) for temporary and permanent easements to enable improvements to Lee Road in the City, and declaring an emergency. (SPW), (FIN)

Documents:

[16500 ROW.PDF](#)

5. A resolution declaring the intent for and authorizing the appropriation and acquisition of portions of real property at 16333 Chagrin Boulevard (Parcel No. 735-16-007) for temporary and permanent easements to enable improvements to Lee Road in the City, and declaring an emergency. (SPW), (FIN)

Documents:

[16333 ROW.PDF](#)

6. A resolution declaring the intent for and authorizing the appropriation and acquisition of portions of real property at 16601-17075 Chagrin Boulevard (Parcel No. 735-17-001) for permanent highway and sewer easements to enable improvements to Lee Road in the City, and declaring an emergency. (SPW), (FIN)

Documents:

[16601 ROW.PDF](#)

7. A resolution declaring the intent for and authorizing the appropriation and acquisition of portions of real property at 16600 Chagrin Boulevard (Parcel No. 735-28-010) for temporary and permanent easements to enable improvements to Lee Road in the City, and declaring an emergency. (SPW), (FIN)

Documents:

[16600 ROW.PDF](#)

8. Declaring the intent for and authorizing the acquisition of portions of real property at 3536 Lee Road (Parcel No. 735-25-030) for a temporary easement to enable improvements to Lee Road in the City, and declaring an emergency. (SPW), (FIN)

Documents:

[3536 ROW.PDF](#)

9. Declaring the intent for and authorizing the acquisition of a portion of real property at 3710-3722 Lee Road (Parcel No. 735-23-023) for a temporary easement to enable improvements to Lee Road in the City, and declaring an emergency. (SPW), (FIN)

Documents:

[3710 ROW.PDF](#)

10. Authorizing a one-year agreement with the Cuyahoga County Department of Public Works for sewer maintenance services for the period January 1, 2026 through December 31, 2026, at a not-to-exceed cost of \$500,000, and declaring an emergency. (SPW), (FIN)

Documents:

[CCDPW.PDF](#)

11. Authorizing a fourth amendment to the Development and Use Agreement with Van Aken Shopping Center Ltd. ("VASC") to extend VASC's exclusive option to purchase the City-owned property at the northwest corner of Chagrin Blvd. and Warrensville Center Road. (NED), (FIN)

Documents:

[VAD DANDU.PDF](#)

12. Accepting a proposal and authorizing a personal services agreement with Rust Belt Riders, without competitive bidding, in an amount not-to-exceed \$125,000 for a one-year period, for the Citywide Food Waste Collection and Composting Program, and declaring an emergency. (SUS), (FIN)

Documents:

[RUST BELT.PDF](#)

13. Authorizing a personal services contract with Coventry Land Company, LLC, in a total not-to-exceed amount of \$55,313, for professional sustainability consulting services for the period March 1, 2026 through February 28, 2027, and declaring an emergency. (SUS), (FIN)

Documents:

[COVENTRY.PDF](#)

14. Amending Section 141.10 of the Administrative Code of the Shaker Heights Codified Ordinances relative to authorizing participation in the Sourcewell Cooperative Purchasing Program. (ADM), (FIN)

Documents:

[SOURCEWELL.PDF](#)

15. Authorizing the execution of Then and Now Certificates by the Director of Finance and the payment of amounts due for various purchase orders, and declaring an emergency. (FIN)

Documents:

[THEN AND NOW 20260223.PDF](#)

16. Liquor Permit:

African Fusion LLC

20132 Chagrin Blvd.

Documents:

[0223AFRICANFUSIONLLCCOUNC.PDF](#)

Public Comment on Other Items

Comments and questions submitted prior to the meeting will be read into the record.*

***Comments and questions submitted may be edited if excessively lengthy.**

Committees:

ADM: Administration Committee.

FIN: Finance Committee.

NED: Neighborhood and Economic Development Committee.

SPW: Safety and Public Works Committee.

SUS: Sustainability Committee.

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SHAKER HEIGHTS

**Council Minutes
January 5, 2026
City Hall Council Chambers**

In compliance with the provisions of the City Charter, the Mayor, members of Council, and members of Council-elect of the City of Shaker Heights, met this date at 7:03 p.m. for the purpose of organization.

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Video of this meeting may be found [here](#) through January 5, 2029.

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Clerk of Council Matthew Carroll advised that the Board of Elections certified the results of the November 4, 2025 General Election as follows:

- | | |
|---------|--|
| Council | <u>Term Expiring December 31, 2029</u> |
| | - Orlando L. Alvarez, Jr. |
| | - Peter Chengelis |
| | - Tenille Kaus |

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Judge Anne Keller administered the Oath of Office to the Council-elect:

- Orlando L. Alvarez, Jr.
- Peter Chengelis
- Tenille Kaus

Mayor Weiss thanked Judge Anne Keller for administering the oaths of office to members of Council.

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Mayor Weiss called the organizational meeting of the Shaker Heights City Council to order.

Council members present:	Mr. Alvarez, Ms. Bixenstine Mr. Chengelis, Mrs. Kaus, Mr. Malone Mrs. Moore, Ms. Carmella Williams
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Council members absent:	None
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It was moved by Ms. Carmella Williams and seconded by Mrs. Moore, that Council member Ms. Bixenstine serve as Vice-Mayor of City Council.

CITY OF SHAKER HEIGHTS

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams
Nays: None

Motion Carried

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It was moved by Mrs. Moore and seconded by Mr. Malone that Council member Ms. Carmella Williams be elected the Council representative on the City Planning Commission and Board of Zoning Appeals.

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams
Nays: None

Motion Carried

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Mayor Weiss announced the following Council appointments to the various standing City Council committees serving from 2026 - 2027:

Administration Committee Chair: Peter Chengelis
Orlando L. Alvarez Jr.
Kim Bixenstine

Culture and Engagement Chair: Orlando L. Alvarez Jr.
Sean Malone
Carmella Williams

Finance Committee Chair: Carmella Williams
Kim Bixenstine
Sean Malone
Nancy Moore

Neighborhood and Economic Development Chair: Kim Bixenstine
Peter Chengelis
Tenille Kaus

Recreation Committee Chair: Sean Malone
Orlando L. Alvarez Jr.
Tenille Kaus

Safety and Public Works

Chair: Nancy Moore
Orlando L. Alvarez Jr.
Peter Chengelis

Sustainability Committee

Chair: Tenille Kaus
Nancy Moore
Carmella Williams

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There being no further business before Council and upon a motion duly made, the Mayor adjourned the meeting at 7:16 p.m.

DAVID E. WEISS, Mayor

MATTHEW CARROLL, Clerk of Council



SHAKER HEIGHTS

Council Minutes January 12, 2026 City Hall Council Chambers

The Council of the City of Shaker Heights met in a special meeting at 7:01 p.m., Mayor David E. Weiss presiding.

Council Members Present: Mr. Alvarez
Ms. Bixenstine
Mr. Chengelis
Mrs. Kaus
Mr. Malone
Mrs. Moore
Ms. Carmella Williams

Council Members Absent: None

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Video of this meeting may be found [here](#) through January 12, 2029.

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Mayor's Remarks

Mayor David Weiss stated that at the end of last year the government was shut down and there was a real risk of changes in federal benefit policies and significant risk of the loss of SNAP funds, either delayed or completely lost for November. Thanks to the support of Council and our community, we raised money with Chief Administrative Officer Matt Carroll leading the cause with a number of others. We initially raised \$10,000 from the community which the City matched and the support was so overwhelming that we raised and matched another \$10,000, for a total of just over \$41,000. The funds were put to good use, and some immediately dispatched to meet holiday needs through the Shaker Heights Hunger Center as one of the distribution centers of the Hunger Network of Greater Cleveland. Additional funds will be used to expand their ongoing supply of food to the community as well as funding some of their other operational needs that will help long-term support for access to food. There are remaining funds and we are exploring collaborations with the Shaker Library who is welcoming food donations for their youth programs and we continue to provide emergency food and meals to Shaker residents. We have also had requests from food distribution centers outside of Shaker, but accessible by our residents. It was amazing to see this happen as quickly as it did, but this is not the first time we have worked to make sure there is food accessibility. The City has participated in the Harvest for Hunger program for the last four years, donating 2,000 pounds of food, along with monetary donations of over \$3,250. We have a history and track record of coming together when the community needs it most and provide support and food for those in need. He thanked Council for their support. The community is very appreciative.

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The Mayor asked the Clerk of Council to read into the record public comments received on any of the agenda items.

Clerk of Council Mr. Carroll stated that no public comments were received on any agenda items by email or by phone.

The Mayor invited members of the audience and those participating via Zoom the opportunity to “raise their hand” to provide public comment.

No comments were offered.

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Ordinance No. 26-01, by Mrs. Moore, amending or renumbering multiple sections of Chapters 1211, 1213, 1216, 1220, 1221, 1222, 1223, 1224, 1225, 1230, 1231, 1232, 1233, 1234, 1240, 1241, 1250, 1251, 1252, 1253, 1260, 1262, and 1263; adding new Chapters 1235 (Sections .01 - .11) and 1236 (Sections .01 - .11); adding new Sections 1253.06, 1262.10, 1263.24, and 1263.26; and deleting Sections 1253.07, 1262.18, and 1263.01, of Part Twelve, Zoning Code, of the Codified Ordinances of the City of Shaker Heights to amend the zoning map and text to rezone the commercial areas along Lee Road and Larchmere Boulevard and update the Zoning Code.

Planning Director Joyce Braverman stated that the zoning amendments are to implement the Lee Road Action Plan. The vision of that plan is for a vibrant, walkable mixed-use commercial district. The Lee Road Action Plan calls for infrastructure improvements such as road, bikeway, and streetscape improvements as well as new developments, like the southern gateway, the neighborhood center and infill development.

There was extensive public engagement reaching over 700 people, with 16 formal meetings, public meetings and business focus groups, as well as 20 informal events like bike tours, walking tours, youth feedback sessions and senior feedback sessions. The Strategic Investment Plan listed first actions including updating the Zoning Code, the off road bike path, the road diet with one lane in each direction and a center turn lane, a taller row of trees next to the road, a smaller row of trees under the utility lines, and the development of the southern gateway with a 4 to 5 story mixed-use building with apartments above with retail or office below. A rendering shows the building at the street level with parking in the back. The Zoning Code regulations should result in a building like this to promote a dense mixed-use development.

The process for the Zoning Code amendment requires the City Planning Commission hold a public hearing and make a recommendation to Council, that Council hold a public hearing, have three readings and confirm the recommendation of the City Planning Commission. If over 100 notices are to be mailed then we only need to advertise the public hearing in the local news, but we also notify every merchant and business owner along Lee Road as well as neighborhood organizations to make them aware. A business meeting focus group was held a few weeks ago so that business owners and property owners could ask questions directly to staff. It was also advertised in the Moreland neighborhood newsletter and Facebook pages for Moreland and Lomond neighborhoods.

The City hired a consultant, Zone Co, as this is a complicated process and zoning consulting is their main service. Zoning is to facilitate a desired outcome and promote placemaking and development. The consultant has a multidisciplinary team with an attorney and planner, both with public sector experience.

Zoning basically defines allowable uses and where they can be, and provides rules for those uses. It groups together compatible uses, including a mixture of uses. Our code is divided into various districts, single-family and multi-family residential districts, a variety of commercial districts, an institutional district, and a park and recreation district. We permit a mix of uses in our commercial mixed-use districts. Zoning regulates the height and setbacks for property lines, lot size, as well as parking standards.

This item represents the proposed changes for Lee Road which is currently zoned C3 – Commercial, our most intense commercial district. The proposed map shows two new districts: CM2 on the east side with a little on the west side; and CM3 is on the west side. The districts are virtually the same with the only difference being lot size. This a way for us to regulate things more precisely. We are also recommending a change on Larchmere from C2 to CM1, like Van Aken and Shaker Town Center at Chagrin as it fits into the same standards.

This action is to allow the implementation of the Lee Road Action Plan, introduces two new commercial mixed-use districts and refines our current mixed-use district. CM1 is the old mixed-use district and we are adding CM2 and CM3. Key changes include: renaming the districts, and adding two new districts to replace C3 zoning. In the new CM2 and CM3 districts automotive uses and drive thru's will not be allowed. We currently allow by conditional use permit automotive uses which will no longer be allowed. If there is that type of business they can retain it, sell it, or alter it, but if it closes and it remains inactive for more than a year, they will lose their right to an automotive use. We are adding restaurants as a permitted use which have not been allowed on Lee Road since the mid-70s. Smoke shops will be regulated in all commercial districts as a conditional use permit with distance and spacing requirements. In the current CM1 district we already allow by conditional use brew pubs and wine bars, and we will be adding cocktail bars.

Planner Daniel Feinstein stated that our consultants reviewed the Zoning Code and felt a few changes needed updating. We added better definitions, combined definitions, removed outdated definitions, and clarified some things. We added parks and playgrounds to public spaces. Commercial mixed-use districts are the focus of these zoning changes . We modified the way we allow residential multi-family on the first floor. We allow 40% of the total first floor area on the primary street frontage to be residential. That requires that some of the street frontage facing the street is residential and commercial/retail type use so it is not all residential. That helps with making a walkable, livable area. That was changed in all CM districts. The old regulation was difficult to understand and administer. Smoke shops as a conditional use means that there are requirements which include 1500 foot distance between another smoke shop and that they are at least 500 feet away from a school, park or place of worship. Cocktail bars have been added as part of a conditional use. Kiosks have been added as an accessory use, allowing a temporary outdoor retail site. We are adding outdoor dining to a takeout restaurant as well as a sit down restaurant. We have a new zoning map that includes the new zoning districts on Lee Road and Larchmere. Our two new commercial mixed-use zoning districts are almost the same. Permitted uses added include a dry cleaners with a plant and a wholesale bakery to CM3, but not CM2. CM3 districts have larger lots so a larger use would be allowed.

Conditional uses are the same for both CM2 and CM3. There are minor differences from the main commercial mixed-use district. First floor dwelling units will now be a permitted use in CM2 and CM3.

A drive thru facility which is now allowed as a conditional use permit in CM1 with regulations, will not be allowed in CM2 and CM3 districts. Cocktail bars are now recommended for CM2 or CM3. A restaurant which is now proposed to be allowed on Lee Road may have an accessory bar section as long as it is mostly a restaurant. Accessory uses are the same between the two districts. On Lee Road we omitted antennas which are allowed in the regular commercial mixed-use district.

Dimensional standards determine where a building may be placed onsite, how tall it may be, or the setback. CM2 are the smaller lots on the east side of Lee Road so there is no minimum lot size for those. There is no required front yard setback in the CM2 district for small lots. The others require between 5 and 10 feet setback. Buildings must be a minimum of two stories high. Taller buildings may be more appropriate on Van Aken than on Lee Road, but five story or 60 feet high buildings are allowed on Lee Road. Signage is the same for all districts. There are also rear yard setbacks and rear yard buffering which includes landscaping and solid brick walls which have not changed. They were simply added into CM2 and CM3.

When there are Zoning Code changes there are cross references and changes that need to happen in other districts so the consultants found places where other districts needed changes that were affected by this. The substantive changes include removing amusement devices and drive thru's. Smoke shops were added in certain places, along with wine bars, group pubs, and cocktail bars. Landscaping and screen regulations updates were discussed internally. Council reviewed landscaping ordinance changes to a broad array of ordinances in the City about landscaping in the right-of-way. Those regulations have been instituted. Part of that was to get rid of the right-of-way landscaping regulations in the Zoning Code. They have now put them in the appropriate location in the right regulations so Section 1253.07 has been deleted. As part of that discussion the forester recommended instead of requiring a four-inch tree to replace a tree, a two-inch caliper tree has a better survival rate so when a large tree is removed two, two-inch trees should be planted. They have added the idea of ecological benefits to the purpose statement and design criteria sections of the landscape code. This gives the City Planning Commission or the Zoning Administrator something to use as a reason to require landscaping on the property.

Director Braverman stated that the proposed ordinance is on first reading with all the chapters and sections listed in the ordinance. This item was reviewed and approved by the City Planning Commission (CPC) with a public hearing. Council will hold three readings, including a public hearing and needs to take action within 100 days. Council may confirm the recommendation of the CPC without modifications, refer it back to the CPC for further study, deny the amendment, or continue the public hearing.

Law Director William Ondrey Gruber stated that they did not make a lot of substantive changes but a number of changes in the formatting to fit our codified ordinances. A number of the references throughout the proposed ordinance may need correction. We did not go through that process before we introduced it, but we may have those changes by its second reading on January 26, 2026, in addition to any other changes that Council sees fit to request.

Council member Ms. Carmella Williams stated that the accompanying memo summarizes the City Planning Commission discussion. She was impressed by the work and research done by staff. The changes provide clarity and consistence throughout and revisions will provide structure to bring the vision for this area to fruition.

Council member Mrs. Moore thanked staff for their hard work on revising anything that wasn't clear or needed to be clarified in the revised Zoning Code and asked about the different ways to measure tree diameter: DBH (dimensional breast height or 4.3' from the ground); and caliper.

Director Gruber referenced the map which explains the measurement type.

Mr. Feinstein stated that the DBH is a typical measurement for an existing tree, but trees that are sold in an open market are measured in calipers which is why the code references both DBH when referring to trees removed and calipers for replacement trees. However, when a smaller tree is removed of 2-6" in DBH, only one, two-inch caliper tree is required to replace it. A tree larger than 6" requires two, two-inch caliper trees.

Council member Mrs. Moore asked for more clarification on the language which states "modify replacement tree size from one, four-inch tree to two, two-inch trees." She asked how that leads to a replacement with one tree, when it says two to six inches.

Mr. Feinstein stated that we are not capable of replacing trees using inch per inch. The code has always stated that on a smaller tree from two to six inches DBH it should be replaced by one tree. We used to require that when you took out a larger tree you had to plant a larger tree of four inches to replace it. Our forester said that a larger tree may not survive so we changed it to require two, two-inch trees.

Director Gruber stated that there is an error in the presentation slide which should say a four inch tree should be replaced by one, two inch tree, not two, two-inch trees. The slide will be corrected.

Council member Mrs. Moore also asked about the invasive plants list and if the Zoning Code revisions should reflect this.

Director Gruber stated that the new landscape ordinances passed by Council limited the plantings in tree lawns, the public right-of-way, to not allow invasive species. However, there is no limitation for what people plant on their own property. The City recommends not to put in invasive species on our website with links to various resources but there is nothing which requires it for private property owners. This is consistent with the regulations passed by Council. The zoning regulations with regard to landscape only apply when there is new construction or an installation which requires a variance, conditional use permit or some other approval like a site plan with landscaping requirements. In those instances the CPC has the discretion to require additional conditions and recommend the landscape plan be revised to exclude invasive species if they are proposed. Those are the only situations where private properties are subject to the Zoning Code with regard to landscaping. We do not currently regulate the type of plants that are planted on private property, but the CPC in approving variances and other plan approvals may make those a condition.

Director Braverman stated that the CPC reviews landscape plans and they are adding wording about ecological benefits which does not currently exist. They are directing the CPC and staff to look at those issues. You can have invasive species but they do not approve invasive species. They will ask for it to be replaced.

Council member Ms. Bixenstine thanked staff for their thorough and comprehensive review of all the ordinances. She asked about the reason for having the separate CM1, CM2 and CM3 districts since they are very similar. She also asked about the five-story maximum height throughout the area.

Director Braverman stated that it has to do with lot size and development type. CM1 was the original district for Shaker Town Center, including the shopping center built in 1990 and the Van Aken district with the redevelopment. That is for larger lots and more specialty mixed uses. We did not want to change that district which has been working well. We want the same type of feel for Lee Road but it won't be exactly like CM1. The west side of Lee Road has very deep, large lots that can accommodate a different type of development than the east side, which has very small lots. One difference is the amount of first floor housing allowed. On the east side they are allowing half the building to be for housing. On the west side they are only allowing 40% because of the large buildings. The impact will be almost the same. The smaller lot is hard to develop and the developer probably needs those units.

Director Braverman stated that if a developer wanted to build a high rise above five stories with first floor retail we would use variances in instances which deviate from the standards. The CPC and the Board of Zoning Appeals would weigh the hardship and practical difficulty. The Raye is an example of a height variance. The limit in that area is seven stories. The CPC discussed whether it would be appropriate based on the density necessary in the Van Aken district. When there is a severe variance like that it will also come to Council.

Council member Mr. Alvarez asked why five stories is the baseline.

Director Braverman stated that it has a lot to do with building types. A stick or a wood building may be four stories of housing built with wood over a concrete base of retail or office. That is a very common building type. The Building Code does not allow them to be built higher. We are trying to accommodate developers and make it easier for them to redevelop here. It is about the height of the Lee/Scottsdale building, so there is one existing building on Lee Road that is that size.

Council member Mrs. Kaus thanked staff for their work on this. She is excited to see the Lee Road Action Plan move forward. She asked about the legalization of recreational marijuana and if it would behoove us to add the restrictions to the Zoning Code in the event state law changes.

Director Braverman stated that there are state law distance requirements of marijuana dispensaries to be 500 feet from schools, parks and places of worship. Because the City is dense with parks and schools there are only a few locations where a dispensary could locate per state law. Because of that we have not done any additional regulation. If state law changes we may change our codes at that time.

Director Gruber stated that when the state law changed with the referendum and they added provisions, many cities allowed marijuana sales, but some outlawed marijuana sales. We did not hear from Council or the Administration any desire to do that. If there is a desire in the future it may be considered.

Council member Mr. Alvarez asked if now is the best time to make that change while we are making changes to the Zoning Code.

Director Gruber stated that is a decision for Council.

Council member Mrs. Kaus stated that she would like for Council to consider banning the sale of recreational marijuana use in the City of Shaker Heights. She would be curious to see best practice language.

Mayor Weiss clarified that Mrs. Kaus is interested in language that would prohibit all sales of recreational marijuana.

Director Gruber stated that the language to ban sales would be fairly simple and we can look at what other cities have done.

Council member Mr. Chengelis asked that they take a step back with the addition of the two new commercial mixed-use districts to see how they compare to neighboring communities, and whether we are more complex, or if this is how we have evolved as a city.

Director Braverman stated that the County Planning Commission over the last two or three years has been doing model codes and studies on transit-oriented development zoning, pushing this county-wide. We already have it at Van Aken district and Shaker Town Center and staff have given many case studies and presentations. The county developed sample codes and has assisted some cities in changing their zoning. On priority transit corridors where busses or trains run often like Warrensville, the county is promoting having denser development to take advantage of that transportation. What we are doing on Lee Road is similar to what other cities in the county are doing now by adopting transit-oriented zoning, requiring two stories, and requiring buildings at the street. We were an early adopter doing it three decades before this was happening in the county, but now we are expanding. We would like to see Lee Road developed in a denser format. This is what the county has been asking for on a regional basis.

Council member Mr. Chengelis stated that the change of Larchmere to CM1 was the last area that was C2 and asked if that would be considered being removed from the code.

Director Braverman stated that after having discussions they concluded we should leave it in for now.

Council member Mrs. Moore stated that there was a prior time when we were trying to develop Lee Road but the zoning prohibited many different types of businesses so the question was how to redevelop it before looking at zoning comprehensively. There was little interest in doing anything in this location at that time from developers. Now it must happen and the question is how best to do it. This process is exemplary and we are being touted as the community who has already done it and expanding it. It shows that we are consistently leading.

Director Gruber stated that there is also an equity component to this zoning because in the code changes in 1995, this area was relegated to be as commercial and industrial as Shaker gets with automotive businesses and gas stations, which affected the adjacent residential neighborhood. This is an attempt to connect with the residential neighborhood. It is a far reaching change in view of what the commercial district on Lee Road means to the residential neighborhood and what it can mean to benefit both.

Council member Mr. Chengelis stated that if the area becomes developed as we hope without automotive oriented businesses, the number of locations in Shaker Heights where an automotive business may be would be very small and asked if there is any concern we have precluded that use type too much.

Director Braverman stated that this zoning change is aspirational and what the community says they want. No one during the public meetings requested more gas stations or car washes. This is looking forward. There are plenty of automotive uses on Lee Road and they can remain, or they can sell them. It will be many decades before they are gone and unlikely we will ever see them all gone because they are attractive

for those businesses. Chagrin west of Lee will remain C3 zoning which allows automotive by a conditional use, so we still have a place where a new business could ask for a permit for an automotive use.

Council member Mr. Malone stated that Larchmere is a good model for that with the Shaker autobody shop across from Loganberry books. It has a variety of mixed uses. We have the auto uses but we don't have the other uses on Lee Road and that is what we are trying to encourage as much as possible.

Council member Mr. Chengelis asked about parking regulations and believes it will continue to be difficult to get transit-oriented development patterns if we are not looking at them..

Director Braverman stated that we will institute the same parking regulations we have at the Van Aken district in the new CM2 and CM3. Those regulations work well and allows no over parking. If you are allowed 100 spaces, you may not have 105. In addition we have a 60% reduction for TOD (transit oriented-development), so if you are near transit you may ask the City Planning Commission to be considered for 60%. That has been working and we are not getting over parking.

Director Gruber stated that the first floor limitations and setbacks means we will not have a parking lot followed by a building, all along there. New buildings will have to come to the street level. If they have parking it will be in the back or underneath a building.

Council member Mr. Chengelis asked about shared parking locations off site where a business could get credit.

Director Braverman stated that the code already has a shared parking standard where it is encouraged. We just did a pilot program on Lee Road working with six or seven buildings blending their parking. The City subsidized it with help from the county and it allows more parking for the whole area as they did not all need their four spaces.

Mayor Weiss stated that the pilot parking program is a success and provided an opportunity to close some of the curb cuts on the east side.

Council member Mrs. Kaus stated that the parking on Van Aken district is becoming tight with people using bank parking lots at some of the busiest times in order to find parking, including Fridays, and Saturdays, especially in the summer. The banks are being good neighbors in allowing that but they don't have to allow it. Other cities with parking issues, discourage travel to their communities. We need to keep an eye on parking and development, especially when we look at having residences and visitors to the residents in need of parking.

Council member Ms. Carmella Williams asked if the City has been approached by other businesses along Lee Road about parking.

Director Braverman stated that we have not as it was highly subsidized by the City. It was a matter of the owners agreeing and maintaining it. We may do more if we can and the Shaker Heights Development Corporation owns some properties for which we plan to close curb cuts as part of the road construction. However, we have been approached by businesses interested in coming to Lee Road under the new standards.

It was moved by Mrs. Moore to adopt the changes to the Zoning Code.

Mayor Weiss stated that this item will remain on first reading.

* * * *

Ordinance No. 26-02, by Ms. Bixenstine, authorizing renewal of the Master Services Agreement with Interstate Gas Supply, Inc. for provision of Retail Natural Gas Services for the City's Natural Gas Aggregation Program, for a period of up to two years, from April 1, 2026 through March 31, 2028, and declaring an emergency.

Law Director William Ondrey Gruber stated that a codified ordinance allows the Mayor to contract for utility service without coming to Council, electric or gas, for the City's facilities or street lights, so that we may be agile when the market provides the best price. The plan of operation for our gas and electric aggregation programs requires we come to Council for approval of contracts.

The gas aggregation program began in 2006 voted by the residents to allow opt out aggregation, which means under state law we may require automatically including residents and small businesses in the program unless they affirmatively opt out. There are some who are not eligible, who already have a contract with a supplier, who must choose to end their contract and join the program. It has been a great success throughout Ohio and the City has taken advantage of that. We hear regularly that residents appreciate having a City program with a fixed rate. They may still choose their own supplier from the market at any time. The City does not make any money from the program, but tries to do the best job for the community. Enbridge replaced Dominion, who provides the distribution of gas, metering, billing, and responds to gas leaks or problems with infrastructure. They no longer supply gas.

We last entered a contract with IGS as our supplier, who has been our supplier throughout the history of our program. There are not a lot of companies who provide gas for aggregation programs. On the Public Utilities Commission of Ohio (PUCO) website you will see a long list of gas suppliers, but most of them do not have aggregation programs. IGS does and has been flexible with us, especially last year when we looked at our pricing at the end of our contract when gas was high, and they were willing to allow us to buy gas for six months until the market adjusted when we were able to buy it for less than buying it long term at the higher rate.

In December the market rate started coming down and our adviser and broker, AMP Ohio, who seeks proposals from companies found IGS was again the lowest supplier this year. Every day the rates are different and are not always apples to apples. Our program does not promise the lowest rate, but it is a fixed and competitive rate. The rate if we purchased it today was between \$4.40 and \$4.56 per mcf. There is no guarantee that we would get that rate, but the trend has been downward. This item is to enter a contract for the next two years to continue the gas aggregation program with IGS.

Council member Mrs. Moore stated that if Council monitors social media, they will find streams of comments at certain points accusing the City of not having the lowest rate available. She suggested they keep this information handy to refer to it for those moments. The program was created largely because we had in-house expertise in Mr. Gruber. We are providing a program with a fixed rate, competitively priced, with no penalty to opt-out.

Council member Mr. Malone agreed with Mrs. Moore in her compliments of Director Gruber's expertise. We have been fortunate to rely on him for many years. He asked about the decision to purchase for one

year versus two years. We are trying to prognosticate the level of confidence that the market will not further decline and asked about historical trends.

Director Gruber stated that we talk about the rates with our supplier, which have varied. Sometimes the 24-month rate has been lower rate than the 12-month rate. This current rate range is pretty good compared to historic rates. He has seen them as low as \$3.80 but not much lower. While they could drop he thinks it is unlikely. Last time Council authorized a two-year contract, we only purchased 6 months at a time due to the market.

Council member Ms. Bixenstine stated that this program also shows the flexibility the City has compared to other municipalities who have gone in with NOPEC. Because of Director Gruber's diligence we have been able to capitalize on that flexibility.

Council member Mr. Chengelis asked about the City being in the aggregation. The state used to require energy-efficiency so maybe if we add \$.10/mcf we could subsidize energy audits, ultimately saving residents money through reduced usage. He also asked if we have data over the years on how much residents have saved.

Director Gruber stated that the program is not available to large users, so most of our accounts are not eligible. We may have some small accounts in the program but he would have to check. We have not entered into a gas contract with a supplier for the City facilities although we could as the default rates were better than a long term contract with a supplier.

NOPEC is a wonderful organization and we were a member of their electric aggregation for many years. They provide a huge service by advocating to the PUCO for all aggregations, but we appreciate our flexibility. They get a portion from every gas and electric bill for advertising and for their programs with cities who are members. We do not get any funds for our program, although we could, but no Shaker mayor has shown an interest in doing so as our goal is to get the lowest rate possible.

Adding a fee is something Council may consider. The City had a program at one time where we accepted bids and chose the company with the lowest fixed price to provide energy audits that were paid for by the residents who were interested in that program.

We have not done any estimates over the years on how much residents may have saved by using the aggregation. It would be a question of who we would compare our rate and at what intervals.

Council member Mr. Malone stated that anecdotally we are seeing a savings that the City is able to offer through our aggregation compared to NOPEC on balance.

It was moved by Ms. Bixenstine, and seconded by Ms. Carmella Williams, that the rule requiring ordinances to be read on three different days be suspended and Ordinance No. 25-02 be placed upon its final enactment.

with optional information about communication needs, medical considerations and emergency contacts. The blue color is a clear visual queue to officers that a modified, patient, approach may be needed with this traffic stop. The driver will present the envelope while following standard safety precautions to give officers important context to slow things down, use clear communication and reduce the chance of misunderstanding. This program has three simple, but powerful goals: reduce anxiety for drivers and families; enhance understanding between community members and law enforcement; and improve safety by preventing unnecessary escalation. The program is a state-wide collaboration supported by the Ohio Developmental Disabilities Council, local developmental disabilities boards, and law enforcement agencies. Shaker Heights is proud to be part of this expansion to build upon safe interactions, stronger trust and community where everyone feels seen, respected and protected. Chief Hudson stated this is also valuable during accidents when individuals are not able to communicate, for officers to pull information from the blue envelope and hopefully reach an emergency contact listed. He hopes to launch this program within the next few weeks.

Council member Mrs. Moore asked about traffic stops and individuals being taught not to reach for items.

Chief Hudson stated that the messaging will recommend individuals store the envelope above the visor. When individuals are stopped they are told by law enforcement to place their hands at a clock position of 10 and 2 on the steering wheel. When it is above the visor it is safe to grab and hand to an officer.

In response to a question from Council member Mr. Chengelis on whether nearby communities have adopted this program, Chief Hudson stated that officers have seen some of the blue decals on vehicles driving through Shaker.

Council member Ms. Carmella Williams asked how officers currently respond in these situations and if there is training to determine drivers who are autistic or have dementia.

Chief Hudson stated that a number of the officers are Critical Incident Training (CIT) certified, which teaches them to recognize individuals going through a mental health challenge. The Blue Envelope Program is another tool we can add to the tool box.

Council member Mrs. Moore added how much Council appreciates Public Works, Police and Fire/EMS services during the recent big storms, with staff working back to back 12 to 15 hour shifts. Residents often forget in the absence of refuse collection, and continual snowfall, that dedicated public servants render these services. She thanked staff on behalf of Council and reminded residents to also thank the people who provide these public services essential to our safety.

* * * *

It was moved by Ms. Bixenstine, and seconded by Mrs. Kaus, that the minutes of the regular meeting of December 15, 2026, be approved as recorded.

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine,
Mrs. Kaus, Mr. Malone, Mrs. Moore,
Ms. Anne Williams, Ms. Carmella Williams

Nays: None

Motion Carried

* * * *

The Mayor asked the Clerk of Council to read into the record public comments received by email or phone on any of the agenda items.

Clerk of Council Mr. Carroll stated that no comments were received on agenda items by email or phone.

The Mayor invited members of the audience and those participating via Zoom the opportunity to “raise their hand” to provide public comment.

No comments were offered.

* * * *

Ordinance No. 26-01, by Mrs. Moore, amending or renumbering multiple sections of Chapters 1211, 1213, 1216, 1220, 1221, 1222, 1223, 1224, 1225, 1230, 1231, 1232, 1233, 1234, 1240, 1241, 1250, 1251, 1252, 1253, 1260, 1262, and 1263; adding new Chapters 1235 (Sections .01-.11) and 1236 (Sections .01-.11); adding new Sections 1253.06, 1262.10, 1263.24, and 1263.26; and deleting Sections 1253.07, 1262.18, and 1263.01, of Part Twelve, Zoning Code, of the Codified Ordinances of the City of Shaker Heights to amend the zoning map and text to rezone the commercial areas along Lee Road and Larchmere Boulevard and update the Zoning Code.

Planning Director Joyce Braverman stated that this item conveys a recommendation from the City Planning Commission to rezone the area primarily along Lee Road. It was introduced to Council on first reading on January 12, 2026 and is now on second reading for approval of the creation of new CM2 and CM3 commercial districts along Lee Road, south of Chagrin. A few technical changes and corrections were made since its introduction as indicated in the memo distributed for this item. A public hearing and third reading is scheduled for February 9, 2026 with another presentation.

Law Director William Ondrey Gruber stated that more technical changes are expected upon third reading for sections being renumbered.

Council member Mrs. Moore moved to accept the updated amendments to the Zoning Code.

Council member Mrs. Kaus stated that she brought up the issue of marijuana dispensaries within the City during the introduction of these proposed changes, but understands that due to timing for commencing construction it is important to move forward with the zoning changes now. She is still interested in discussing possible changes in the codified ordinances related to dispensaries and neighborhoods affected in the future.

Mayor Weiss stated that this item would remain on second reading.

* * * *

Ordinance No. 26-03, by Mrs. Moore, authorizing the donation of two used rescue squads from the Shaker Heights Fire Department to the City of Maple Heights and the Village of Oakwood, and declaring an emergency.

Fire Chief Patrick Sweeney stated that this item authorizes the donation of two rescue squads no longer in operational need for the Fire Department. We currently maintain three rescue squads: one at Fire Station No. 1; one at Fire Station No. 2; and a third in reserve for when the other vehicles need repairs or we have an increase in calls. In years' past we would trade in the vehicles which were rotated out of service, but more recently a number of surrounding communities needed equipment so we donated them. Because of challenges with the manufacturing industry due to COVID, etc., it took longer to get our newer vehicle deliveries so we held on to these two longer. We took possession of a 2025 rescue squad a few months ago and in the 2026 capital budget there is funding for another vehicle to be delivered in three years. We are in a good operational position with five rescue squads and able to donate two of them. Neighboring communities have had some challenges: one had a vehicle that caught fire, and another one was in a severe accident. This would help our partners by donating these vehicles without impacting our readiness. On the open market we would probably secure about \$10,000 for each, but there is more value to help neighboring communities who would have to reach out to others to respond to calls when their vehicles are down. When we are out helping other communities by responding to their calls, we are not in Shaker Heights. This is not the first time we have done this. We have donated a squad to East Cleveland and equipment to University Hospitals for their community outreach programs. This item is requested as an emergency with a suspension of the rules so we can move these along as quickly as possible.

Council member Mrs. Moore stated that this item was reviewed and approved by the Safety and Public Works Committee.

Council member Ms. Carmella Williams stated that this item was reviewed and approved by the Finance Committee.

It was moved by Mrs. Moore, and seconded by Mx. Bixenstine, that the rule requiring ordinances to be read on three different days be suspended and Ordinance No. 26-03 be placed upon its final enactment.

Roll Call:	Ayes:	Mr. Alvarez, Ms. Bixenstine Mr. Chengelis, Mrs. Kaus, Mr. Malone Mrs. Moore, Ms. Carmella Williams
	Nays:	None

Motion Carried

Moved by Mrs. Moore, and seconded by Ms. Bixenstine, that Ordinance No. 26-03 be enacted as read.

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams

Nays: None

Ordinance Enacted

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Ordinance No. 26-04, by Mrs. Kaus, authorizing a second amendment to the contract with Suburban Maintenance & Construction, Inc. to increase the total compensation by \$50,000 for ongoing fencing rental at the nuisance property known as the Lee-Scottsdale Building, at 3756 Lee Road, and declaring an emergency.

Building and Housing Director Kyle Krewson stated that this item relates to ongoing protective measures the City installed at 3756 Lee Road after masonry fell from the façade and the building was declared a public nuisance. Council authorized an emergency contract with SMCI in November 2024 in an amount not to exceed \$100,000 and amended the contract in August 2025 to \$150,000 to purchase a pedestrian canopy as a cost saving measure compared to long-term renting; and to continue renting the perimeter fencing at \$3500 for six months. At that time Council was advised that the fencing would likely need to remain in place for several years due to façade conditions and the complications created by the high voltage power lines along Lee Road. That expectation has not changed. Additional canopy rental costs accrued before the August amendment was finalized which reduced the funds set aside in the contract for a long-term fencing rental. This item requests authorization for the amendment to the SMCI contract to increase the not-to-exceed amount by \$50,000 allowing the City to continue renting the already installed perimeter fencing on the same terms previously approved by Council. Funds to cover these costs are already appropriated in the City’s nuisance abatement fund. All costs incurred by the City will be billed back to the owner plus administrative fees. Continued fencing rental is necessary for public safety.

It was moved by Mrs. Kaus, and seconded by Ms. Bixenstine, that the rule requiring ordinances to be read on three different days be suspended and Ordinance No. 26-04 be placed upon its final enactment.

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams

Nays: None

Motion Carried

Moved by Mrs. Kaus, and seconded by Ms. Bixenstine, that Ordinance No. 26-04 be enacted as read.

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams

Nays: None

Ordinance Enacted

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Ordinance No. 26-05, by Mrs. Moore, authorizing the purchase of backflow prevention valves repair services and replacement valves from Brakefire Inc. dba Silco Fire and Security at a cost of \$62,188, and waiving public bidding, and declaring an emergency.

Public Works Director Ramona Lowery-Ferrell stated that there are many factors which keep the water supply safe such as the water system integrity control, that reduces the water within buildings that could flow back into our distribution system. Every year we are required by law to have the 31 backflow devices inspected in each of our buildings. As our infrastructure ages, more have failed and require either a repair or replacement. This item requests Council waive competitive bidding due to the emergency nature of the contract to complete the 2025 backflow maintenance as quickly as possible, and to increase the contract to \$62,188. This item is requested as an emergency with a suspension of the rules.

Council member Mrs. Moore stated that this item was reviewed and approved by the Safety and Public Works Committee. A question was asked about whether the backflow preventers were breaking down more rapidly, but these are facility issues that have to be addressed on an ongoing basis.

Council member Ms. Carmella Williams stated that this item was reviewed and approved by the Finance Committee.

Council member Ms. Bixenstine asked whether it would make sense to do a request for proposals (RFP) since this is an ongoing issue.

Director Lowery-Ferrell explained that there was an inspection that was done through competitive bidding, but at the time we did not have funding. We always first attempt to make repairs but when that is not possible, we replace them. We don't have time to go back out to bid again because these repairs are time sensitive.

Law Director William Ondrey Gruber stated that the recommendation going forward is to follow a bid process. If it is under \$50,000 we can do it with an RFP, but if it's for multiple years and greater than \$50,000 it would require formal bidding.

It was moved by Mrs. Moore, and seconded by Mr. Chengelis, that the rule requiring ordinances to be read on three different days be suspended and Ordinance No. 26-05 be placed upon its final enactment.

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams

Nays: None

Motion Carried

Moved by Mts. Moore, and seconded by Mr. Chengelis, that Ordinance No. 26-05 be enacted as read.

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams

Nays: None

Ordinance Enacted

* * * *

Ordinance No. 26-06, by Ms. Carmella Williams, accepting a proposal and authorizing a personal, professional consultant contract with Partners Environmental, Safety and Engineering, in the total not to exceed amount of \$45,250, for the City Safety Assessment Project, and declaring an emergency.

Public Works Director Ramona Lowery-Ferrell stated that in September we distributed a request for proposals to provide services to develop and help implement a health and safety assessment of all of the City facilities. The general scope of the project is for the consultant to provide safety professionals who can provide onsite assessment, develop standard operating procedures (SOPs), and inspection forms that will be used when inspections are conducted by City staff on a bi-annual basis. Three consultants responded to the RFP using the quality based selection process and staff reviewed each of the proposals. Based on the pricing, services and prior experience Partners Environmental, Safety and Engineering was chosen to perform the City safety assessment in the amount of \$42,500. This item is requested as an emergency and as a suspension of the rules in order to proceed with the much needed projects.

Council member Mrs. Moore stated that this item was reviewed and unanimously supported by the Safety and Public Works Department.

Council member Ms. Carmella Williams stated that this item was reviewed and supported by the Finance Committee. There was a discussion about the number of buildings and use of function of the buildings.

It was moved by Ms. Carmella Williams, and seconded by Mrs. Moore, that the rule requiring ordinances to be read on three different days be suspended and Ordinance No. 26-06 be placed upon its final enactment.

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams

Nays: None

Motion Carried

Moved by Ms. Carmella Williams, and seconded by Ms. Moore, that Ordinance No. 26-06 be enacted as read.

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams

Nays: None

Ordinance Enacted

* * * *

Ordinance No. 26-07, by Ms. Carmella Williams, authorizing a personal services contract with Chagrin Valley Dispatch to provide employment services for the Crisis Assistance and Local Linkage (CALL) Program in the cities of Shaker Heights, Cleveland Heights, University Heights, Richmond Heights and South Euclid for a period of one year, and declaring an emergency.

Law Director William Ondrey Gruber stated that the FirstCALL program is for crisis assistance operated by the City of Shaker Heights on behalf of five communities that have worked together for years as part of a joint dispatch center before joining the Chagrin Valley Dispatch. This item requests authorization for a contract with Chagrin Valley Dispatch (CVD) to provide employment services for the program in order to replace the contract currently held with Recovery Resources that expires May 15, 2026. They have been hiring professionals and peer support specialists in the five cities. In October 2025 they announced they would conclude all of their direct services and programming and go out of business this summer. They would like to transition their services by the end of February. CVD provides space for a staff person from FirstCALL onsite in the dispatch center and we have discussed having them taking over this contract to provide the employment services and handle payroll. Their executive committee agreed to move consideration for the proposal to the CVD Council in February. This item requests authorization from Council to move forward should CVD agree so that we may immediately start the transition from Recovery Resources.

Council member Mrs. Moore stated that this item was reviewed and unanimously supported by the Safety and Public Works Committee. Their main concern was whether costs would increase and if certain programs would be able to be incorporated, like the Blue Envelope Program.

Council member Mrs. Carmella Williams stated that this item was reviewed and unanimously approved by the Finance Committee. They discussed the aspects of the program that had been handled by Recovery

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams

Nays: None

Motion Carried

Moved by Mr. Alvarez, and seconded by Ms. Bixenstine, that Ordinance No. 26-09 be enacted as read.

Roll Call: Ayes: Mr. Alvarez, Ms. Bixenstine
Mr. Chengelis, Mrs. Kaus, Mr. Malone
Mrs. Moore, Ms. Carmella Williams

Nays: None

Ordinance Enacted

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Ordinance No. 26-10, by Mrs. Moore, authorizing the execution of Then and Now Certificates by the Director of Finance and the payment of amounts due for various purchase orders, and declaring an emergency.

Finance Director John Potts stated that typically this time of year we issue a number of Then and Now Certificates for amounts over \$3,000, mainly because the finance system closes at the end of the year and departments are not able to enter invoices when they come in. This item is requested as an emergency with a suspension of the rulers so the transactions and payments may be sent.

Council member Ms. Carmella Williams stated that this item was reviewed and unanimously approved by the Finance Committee.

Council member Mr. Alvarez asked why these need a separate appropriation.

Director Potts stated that the Ohio Revised Code requires that when there is an expenditure, a requisition and purchase order with the appropriate approvals must exist prior to the invoice. When the financial system is closed at the end of the year staff are not able to create them. When expenditures are above \$3,000 they require Council approval. The \$3,000 limit with inflation could be higher, but it is the value established by an Ohio Revised Code statute.

Director Gruber clarified that this is not an appropriation. The expenditures are already budgeted but the invoice was received prior to the requisition and purchase order being entered.

It was moved by Mrs. Moore, and seconded by Mr. Alvarez, that the rule requiring ordinances to be read on three different days be suspended and Ordinance No. 26-10 be placed upon its final enactment.

deliveries, or residents. People encroach on his driveway practically every day. There is not a lot of parking in the area so a sign at the US gym directs people to park on adjoining roads. With the proposed renovations there will be a lot more people and even less room to park. The high school is in Hunting Valley where they have 220 acres, so they could build there.

John Burton of 2545 Cheshire Road stated that he thinks the same process taken in evaluating the value and use for the Credit Union building should apply to the lakes. He has not heard about alternatives to draining the lakes other than flooding University Circle. He would like an independent view for what would make sense for the communities, from someone other than Shaker Heights, Cleveland Heights and the NEORSD.

Mary Boyle thanked Council for their service and stated that she met with her neighbors who are concerned about Lower Lake and Doan Brook. She is pleased about the involvement of residents and stated she is working on an effort to create a survey to consider the major issues to better understand the options at the community level. She believes that will be helpful to everyone.

A resident from Kendall Road stated that he attended a lot of the meetings about Shaker Lakes. He hopes Council will pause to weigh everything.

The Mayor asked the Clerk of Council to read into the record public comments received by email or phone on other items.

Clerk of Council Mr. Carroll stated that no comments were received on other items by email or phone.

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There being no further business before Council, the Mayor adjourned the meeting at 8:47 p.m.

DAVID E. WEISS, Mayor

MATTHEW CARROLL, Clerk of Council

Memorandum

To: City Council
From: Wayne D. Hudson, Chief of Police
Cc: David E. Weiss, Mayor
Matt Carroll, Chief Administrative Officer

Date: February 17, 2026
Re: Law Enforcement Trust Fund – Local (Fund No. 701) and Federal (Fund No. 702)

The Shaker Heights Police Department is seeking the City's authorization to spend funds to purchase items/services through the Federal Law Enforcement Trust Fund (Fund No. 702) and the Local Law Enforcement Trust Fund (Fund No. 701). The Shaker Heights Police Department (SHPD) is a professional, nationally accredited, and award-winning law enforcement agency. To maintain this status, the SHPD must add certain equipment, update other equipment, increase/enhance mission essential training, and continue to professionally engage the community.

Federal Law authorizes the Attorney General and the Secretary of the Treasury to share federally forfeited property with participating state and local law enforcement agencies. Rules and regulations that govern the Federal Law Enforcement Trust Fund can be found in the March 2024 issue of U.S. Department of Justice/U.S. Department of the Treasury: **Guide to Equitable Sharing for State, Local, and Tribal Law Enforcement Agencies.**

On December 18th, 2014, then President Barack Obama, signed an Executive Order establishing the President's Task Force on 21st Century Policing. In May, 2015 the Task Force released their final report with recommendations. The recommendations consisted of several action items that were organized under six "pillars." The pillars are: Building Trust and Legitimacy, Policy and Oversight, Technology and Social Media, Community Policing and Crime Prevention, Training and Education, and Officer Wellness. The items/services that the SHPD are requesting are directly in line with the recommendations from the Task Force on 21st Century Policing. In June 2020, Mayor David Weiss signed off on the action steps outlined in the Obama Foundation Pledge. In addition, in 2024, the City of Shaker Heights conducted a Listening Project with the community. The results revealed the community wants more officers, more community engagement, and more traffic enforcement. Many items in this budget request are directly related to the requests of the Shaker Heights community.

The SHPD will follow all City of Shaker Heights procurement requirements to include formal public bid on items over \$50,000 unless the item(s) is on a government contract. The requested items and/or services will be used to increase the overall efficiency and effectiveness of the SHPD and make a greater impact on the community.

On February 5, 2026, Chief Hudson appeared before the Safety & Public Works Committee. This request passed with one dissention. The following questions were asked.

1. Are the items listed all new items?
 - o No. The ballistic vests request is a new request.



2. Did we receive these funds from money seizures from across the United States?
 - o No, the funds come from local money seizures.
3. Will the SHPD run out of these funds or are there more funds coming in?
 - o We will not drain the accounts. We do receive funds throughout the year, however the amount all depends on seizures made.
4. How is the Cellebrite data stored?
 - o The Cellebrite system is a software program that is installed on a standalone computer hard drive. The computer is located in a locked office with access limited to ONLY those that are certified on the system. The data that is legally removed from a cellphone is stored on the standalone computer hard drive that is not connected to the SHPD network. No data is shared with Cellebrite.

On February 17, 2026, Chief Hudson appeared before the Finance Committee. This request passed unanimously. The following questions were asked.

1. What is the retention policy for items removed from a cellphone utilizing the Cellebrite system?
 - o This will depend somewhat on the alleged crime.
2. Do the Cellebrite company have access to our evidence?
 - o No.
3. You mentioned that the IA Pro Software is designed to create the types of reports the Department of Justice recommends for Progressive Communities who desire to be transparent. Do the SHPD share this information with the DOJ?
 - o No. We use this software to create certain reports that can be shared on our website for transparency purposes.
4. In regards to Cellebrite, how is access gained into a cellphone in SHPD custody?
 - o Access is gained into a cellphone either through consent from the owner or by a court order.
5. How is the Virtra system working out?
 - o The SHPD utilizes the training machine for one week each month. The system allows officers to train on real-life situations in a controlled environment.

We request that Council approve this item and it be passed on first reading as an emergency so the SHPD can continue to utilize the software, continue to train SHPD personnel, and purchase the ballistic vests for sworn officers.

New or Re-new 2026 Projects

- Ballistic Vest Plates \$25,000
 - With the proliferation of high-powered rifles, officers are now responding to more incidents where these weapons are present. The funds will be used to purchase ballistic front plates that will stop a rifle round. Each officer would be outfitted with one front ballistic plate.

- Lexipol Yearly Maintenance \$26,000
 - Purchased in 2024, Lexipol offers daily training geared towards the region and also provides up-to-date policy reviews to make sure that the SHPD is on the cutting edge and in alignment with best practices in the field. There is a third-pronged component of officer wellness to this platform which assists with recruiting and retention of SHPD employees.

- Cellebrite Annual Subscription \$14,000
 - Purchased in 2024, the Cellebrite system allows detectives to quickly unlock and obtain information from cellular telephones. The technology saves detectives a lot of time and time is of the essence in these investigations.

- IA Pro Annual Maintenance \$12,000
 - Purchased in 2024, as part of the Fair Ticketing Initiative, The City of Shaker Heights agreed to share information about the SHPD Internal Affairs Accountability Systems. This software is designed to create the types of reports the Department of Justice recommends for Progressive Communities who desire to be transparent.

- Virtra Annual Maintenance \$11,677
 - Purchased in 2025, this technology allows officers to train in a virtual reality. This system allows officers to experience real world scenarios in a training environment. Officers can work on their verbal commands and de-escalation skills along with their safety tactics.

Law Enforcement Trust Federal– (Fund No. 702)

Requested Item/Service	One Time Cost	Annual Operating Cost
Ballistic Vest Plates	\$25,000	0
Lexipol Yearly Maintenance	Paid in 2025	\$26,010.50
Cellebrite Annual Subscription	Paid in 2025	\$14,050
IA Pro Annual Maintenance	Paid in 2025	\$7,500
Virtra Annual Maintenance	Paid in 2025	\$11,677
TOTAL	84,237.50	
CURRENT TOTAL (as of 1-29-26 per Finance)	\$152,303.31	
REMAINING BALANCE (after one time and annual operating cost)	\$68,065.81	

Law Enforcement Trust Fund – Local (Fund No. 701)

Application of the proceeds in the Local Law Enforcement Trust Fund is governed under Ohio Revised Code – 2981.13, which requires that expenditures from this account receive approval from the City’s legislative authority.

- SHPD Training and other Law Enforcement Matters \$50,000
 - To pay the cost to send officers to “train the trainer” courses in certain disciplines so that they can instruct SHPD officers and provide training to our community. Disciplines such as Verbal De-escalation, School Threat and Safety, Arrest- Search and Seizure, Anti-biased, Community Policing, Crime Prevention Through Environmental Design, Duty to Intervene, and other programs used to further build relationships and collaborations with those that live, work, and visit Shaker Heights.
 - To pay the costs of protracted or complex investigations or prosecutions;
 - To provide reasonable technical training or expertise;
 - To provide matching funds to obtain federal grants to aid law enforcement, in the support of Drug Awareness Resistance Education (DARE) programs or other programs designed to educate adults or children with respect to the dangers associated with the use of drugs of abuse;

<u>Law Enforcement Trust – Local (Fund No. 701)</u>		
Requested Item/Service	One Time Cost	Annual Operating Cost
Basic and Advanced Training	\$40,000	0
TOTAL	\$50,000	0
CURRENT TOTAL (as of 12/31/25 per Finance)	\$80,421	
REMAINING BALANCE	\$30,421	

ORDINANCE NO.

BY:

Authorizing expenditures from the Local Law Enforcement Trust Fund (Fund No. 701) and the Federal Law Enforcement Trust Fund (Fund No. 702) pursuant to the City's procurement requirements under the City's Charter and Ordinances, and to comply with Ohio Revised Code Section 2981.13.

WHEREAS, the Shaker Heights Police Department (SHPD) is a professional, nationally accredited, and award winning law enforcement agency, and to maintain this status the SHPD must add certain equipment, update other equipment, increase and enhance mission-essential training, and continue to professionally engage the community; and

WHEREAS, federal law authorizes the Attorney General of the United States and the Secretary of the Treasury to share federally forfeited property with participating state and local law enforcement agencies, to be used as authorized by the rules and regulations that govern the Federal Law Enforcement Trust Fund, and the funds the City has received from federal forfeitures have been deposited into the City's Federal Law Enforcement Trust Fund (Fund No. 702); and

WHEREAS, Ohio law, in Chapter 2981 of the Ohio Revised Code, provides for forfeitures of property that are intended to provide economic disincentives and remedies to deter and offset the economic effect of criminal offenses "by seizing and forfeiting contraband, proceeds, and certain instrumentalities," and the proceeds from the disposal of such property have been deposited into the City's Local Law Enforcement Trust Fund (Fund No. 701); and

WHEREAS, Ohio Revised Code Section 2981.13 prescribes how funds derived from forfeitures may be used, and specifies that a local police department must adopt a written internal control policy for the use of forfeiture funds, and allows other uses as approved by the local legislative body; and

WHEREAS, the Police Department has proposed a number of expenditures of the funds in both Trust Funds, including, but not limited to, ballistic vest plates, sound proofing interview rooms, scientific investigative unit improvements, license scanner, conference room projector, training room equipment, pole camera, public records tracking software, traffic/drug enforcement efforts, community engagement, virtual reality goggles, drone, training and other law enforcement matters; and

WHEREAS, in Ordinance No. 26-__, enacted on February 23, 2026, Council approved the overall appropriation of monies in the City's Federal and Local Trust Funds to pay for the proposed expenditures.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Shaker Heights, State of Ohio:

Section 1. This Council hereby grants approval for the expenditure of funds in the Local Law Enforcement Trust Fund and Federal Law Enforcement Trust Fund for the purposes outlined in this ordinance, and as permitted by the laws and regulations for each Trust Fund, subject to the implementation by the Police Department of the City's procurement requirements to make any such expenditure, such as informally obtaining quotes, formal competitive bidding, and requests for proposals for professional and other personal services, as applicable.

Section 2. This ordinance is hereby adopted as an administrative measure, implementing the requirements of ORC Section 2981.13 for authorizing expenditures of the City's Local Law Enforcement Trust Fund, and the rules and regulations for the use of funds from the Federal Law Enforcement Trust Fund, and thus this ordinance is not subject to referendum, and therefore this ordinance shall take effect immediately upon its enactment and approval by the Mayor, or otherwise as set forth in Article IV, Section 3 of the City's Charter.

Enacted

Approved this _____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council

coun26/0223LawEnforcementTrustFundAuthorization

Memorandum

To: City Council
From: Wayne D. Hudson, Chief of Police
Cc: David E. Weiss, Mayor
Matt Carroll, Chief Administrative Officer

Date: February 17, 2026
Re: Law Enforcement Trust Fund – Local (Fund No. 701) and Federal (Fund No. 702)

The Shaker Heights Police Department is seeking the City's authorization to spend funds to purchase items/services through the Federal Law Enforcement Trust Fund (Fund No. 702) and the Local Law Enforcement Trust Fund (Fund No. 701). The Shaker Heights Police Department (SHPD) is a professional, nationally accredited, and award-winning law enforcement agency. To maintain this status, the SHPD must add certain equipment, update other equipment, increase/enhance mission essential training, and continue to professionally engage the community.

Federal Law authorizes the Attorney General and the Secretary of the Treasury to share federally forfeited property with participating state and local law enforcement agencies. Rules and regulations that govern the Federal Law Enforcement Trust Fund can be found in the March 2024 issue of U.S. Department of Justice/U.S. Department of the Treasury: **Guide to Equitable Sharing for State, Local, and Tribal Law Enforcement Agencies.**

On December 18th, 2014, then President Barack Obama, signed an Executive Order establishing the President's Task Force on 21st Century Policing. In May, 2015 the Task Force released their final report with recommendations. The recommendations consisted of several action items that were organized under six "pillars." The pillars are: Building Trust and Legitimacy, Policy and Oversight, Technology and Social Media, Community Policing and Crime Prevention, Training and Education, and Officer Wellness. The items/services that the SHPD are requesting are directly in line with the recommendations from the Task Force on 21st Century Policing. In June 2020, Mayor David Weiss signed off on the action steps outlined in the Obama Foundation Pledge. In addition, in 2024, the City of Shaker Heights conducted a Listening Project with the community. The results revealed the community wants more officers, more community engagement, and more traffic enforcement. Many items in this budget request are directly related to the requests of the Shaker Heights community.

The SHPD will follow all City of Shaker Heights procurement requirements to include formal public bid on items over \$50,000 unless the item(s) is on a government contract. The requested items and/or services will be used to increase the overall efficiency and effectiveness of the SHPD and make a greater impact on the community.

On February 5, 2026, Chief Hudson appeared before the Safety & Public Works Committee. This request passed with one dissention. The following questions were asked.

1. Are the items listed all new items?
 - o No. The ballistic vests request is a new request.



2. Did we receive these funds from money seizures from across the United States?
 - o No, the funds come from local money seizures.
3. Will the SHPD run out of these funds or are there more funds coming in?
 - o We will not drain the accounts. We do receive funds throughout the year, however the amount all depends on seizures made.
4. How is the Cellebrite data stored?
 - o The Cellebrite system is a software program that is installed on a standalone computer hard drive. The computer is located in a locked office with access limited to ONLY those that are certified on the system. The data that is legally removed from a cellphone is stored on the standalone computer hard drive that is not connected to the SHPD network. No data is shared with Cellebrite.

On February 17, 2026, Chief Hudson appeared before the Finance Committee. This request passed unanimously. The following questions were asked.

1. What is the retention policy for items removed from a cellphone utilizing the Cellebrite system?
 - o This will depend somewhat on the alleged crime.
2. Do the Cellebrite company have access to our evidence?
 - o No.
3. You mentioned that the IA Pro Software is designed to create the types of reports the Department of Justice recommends for Progressive Communities who desire to be transparent. Do the SHPD share this information with the DOJ?
 - o No. We use this software to create certain reports that can be shared on our website for transparency purposes.
4. In regards to Cellebrite, how is access gained into a cellphone in SHPD custody?
 - o Access is gained into a cellphone either through consent from the owner or by a court order.
5. How is the Virtra system working out?
 - o The SHPD utilizes the training machine for one week each month. The system allows officers to train on real-life situations in a controlled environment.

We request that Council approve this item and it be passed on first reading as an emergency so the SHPD can continue to utilize the software, continue to train SHPD personnel, and purchase the ballistic vests for sworn officers.

New or Re-new 2026 Projects

- Ballistic Vest Plates \$25,000
 - With the proliferation of high-powered rifles, officers are now responding to more incidents where these weapons are present. The funds will be used to purchase ballistic front plates that will stop a rifle round. Each officer would be outfitted with one front ballistic plate.

- Lexipol Yearly Maintenance \$26,000
 - Purchased in 2024, Lexipol offers daily training geared towards the region and also provides up-to-date policy reviews to make sure that the SHPD is on the cutting edge and in alignment with best practices in the field. There is a third-pronged component of officer wellness to this platform which assists with recruiting and retention of SHPD employees.

- Cellebrite Annual Subscription \$14,000
 - Purchased in 2024, the Cellebrite system allows detectives to quickly unlock and obtain information from cellular telephones. The technology saves detectives a lot of time and time is of the essence in these investigations.

- IA Pro Annual Maintenance \$12,000
 - Purchased in 2024, as part of the Fair Ticketing Initiative, The City of Shaker Heights agreed to share information about the SHPD Internal Affairs Accountability Systems. This software is designed to create the types of reports the Department of Justice recommends for Progressive Communities who desire to be transparent.

- Virtra Annual Maintenance \$11,677
 - Purchased in 2025, this technology allows officers to train in a virtual reality. This system allows officers to experience real world scenarios in a training environment. Officers can work on their verbal commands and de-escalation skills along with their safety tactics.

Law Enforcement Trust Federal– (Fund No. 702)

Requested Item/Service	One Time Cost	Annual Operating Cost
Ballistic Vest Plates	\$25,000	0
Lexipol Yearly Maintenance	Paid in 2025	\$26,010.50
Cellebrite Annual Subscription	Paid in 2025	\$14,050
IA Pro Annual Maintenance	Paid in 2025	\$7,500
Virtra Annual Maintenance	Paid in 2025	\$11,677
TOTAL	84,237.50	
CURRENT TOTAL (as of 1-29-26 per Finance)	\$152,303.31	
REMAINING BALANCE (after one time and annual operating cost)	\$68,065.81	

Law Enforcement Trust Fund – Local (Fund No. 701)

Application of the proceeds in the Local Law Enforcement Trust Fund is governed under Ohio Revised Code – 2981.13, which requires that expenditures from this account receive approval from the City’s legislative authority.

- SHPD Training and other Law Enforcement Matters \$50,000
 - To pay the cost to send officers to “train the trainer” courses in certain disciplines so that they can instruct SHPD officers and provide training to our community. Disciplines such as Verbal De-escalation, School Threat and Safety, Arrest- Search and Seizure, Anti-biased, Community Policing, Crime Prevention Through Environmental Design, Duty to Intervene, and other programs used to further build relationships and collaborations with those that live, work, and visit Shaker Heights.
 - To pay the costs of protracted or complex investigations or prosecutions;
 - To provide reasonable technical training or expertise;
 - To provide matching funds to obtain federal grants to aid law enforcement, in the support of Drug Awareness Resistance Education (DARE) programs or other programs designed to educate adults or children with respect to the dangers associated with the use of drugs of abuse;

<u>Law Enforcement Trust – Local (Fund No. 701)</u>		
Requested Item/Service	One Time Cost	Annual Operating Cost
Basic and Advanced Training	\$40,000	0
TOTAL	\$50,000	0
CURRENT TOTAL (as of 12/31/25 per Finance)	\$80,421	
REMAINING BALANCE	\$30,421	

CITY OF SHAKER HEIGHTS, OHIO
ORDINANCE NO. 26-
By:

Amending Ordinance 25-137 making appropriations for the current expenses and other expenditures of the City of Shaker Heights, Ohio for the year ending December 31, 2026, as amended by Ordinance No. 26-08, to amend appropriations in Fund No. 701, Law Enforcement Trust Fund Local, and in Fund No. 702, Law Enforcement Trust Fund Federal, and declaring an emergency.

WHEREAS, in order to appropriate the increase in "other expenses" to Fund No. 701, Law Enforcement Trust Fund Local, in the amount of \$50,000 to be used for Police Department Training and other Law Enforcement Matters; and

WHEREAS, in order to appropriate the increase in "other expenses" to Fund No. 702, Law Enforcement Trust Fund Federal, in the amount of \$84,238 to be used for Police Department expenditures related to purchases for Equipment and Software.

NOW, THEREFORE, be it ordained by the Council of the City of Shaker Heights, State of Ohio:

Section 1: That to provide for the current expenses and other expenditures of the City of Shaker Heights for the fiscal period ending December 31, 2026, the following appropriations are hereby authorized:

Section 2: That there be appropriated, transferred and advanced from the following funds and as further detailed in the Schedule attached hereto as Exhibit "A" and incorporated herein:

General Fund Group						
Fund #	Fund Activity	Personal Services		Other	Transfers & Advances	Totals
	Municipal Court	\$ 2,326,798	\$	129,690	\$ -	\$ 2,456,488
	Other City Activities	36,576,322		15,198,557	14,500,000	66,274,879
101	Total General Fund	\$ 38,903,120	\$	15,328,247	\$ 14,500,000	\$ 68,731,367

Subfunds of the General Fund						
103	Economic Development and Housing	\$ -	\$	204,000	\$ 570,000	\$ 774,000
105	Recreation Fund	2,076,815		996,916	-	3,073,731
753	Unclaimed Monies	-		100,000	-	100,000
772	Flexsave	-		10,000	-	10,000

Special Revenue Fund Group						
Fund #	Fund Name	Personal Services		Other	Transfers & Advances	Totals
201	Street Maintenance & Repair	\$ 910,967	\$	499,499	\$ -	\$ 1,410,466
202	State Highway Maintenance	-		41,701	-	41,701
204	Sewer Maintenance	832,570		966,335	828,600	2,627,505
205	Police Pension	1,563,904		1,000	-	1,564,904
206	Fire Pension	1,611,992		1,000	-	1,612,992
209	Indigent Driver / Alcohol Treatment	-		46,000	-	46,000
210	Court Computer	38,792		38,021	-	76,813
211	Clerk's Computerization	-		247,085	-	247,085
212	Victims of Crime Act	84,215		-	-	84,215
214	Fair Housing Grants	13,823		43,500	-	57,323
216	Law Enforcement Grants	7,300		6,324	-	13,624
218	Court Alternate Dispute Resolution	28,864		750	-	29,614
219	Court Special Projects	-		50,000	-	50,000
220	Ohio Court Security Project	-		63,108	-	63,108
223	Housing Nuisance Abatement	-		125,000	-	125,000
224	Indigent Driver Interlock	-		15,758	-	15,758
281	Street Lighting	-		855,461	-	855,461
282	Tree Maintenance	854,279		365,877	-	1,220,156
284	Mental Health Response Team	115,018		480,000	-	595,018
287	CRA Fee	2,000		-	-	2,000
288	OneOhio Opioid Settlement	-		50,000	-	50,000
290	Municipal Improvement TIF	-		40,000	-	40,000
291 (701)	Law Enforcement Trust - Local	25,000		50,000	-	75,000
292 (702)	Law Enforcement Trust - Federal	-		84,238	-	84,238
299	27th Pay Reserve	-		-	1,485,600	1,485,600
751	Obstruction Permit	-		10,000	-	10,000
752	Excavation Permit	-		10,000	-	10,000
768	Shaker / Cuyahoga Credit Enhancement	-		100,000	-	100,000
769	Shaker Plaza TIF	-		170,000	-	170,000
770	Van Aken District TIF	-		1,800,000	-	1,800,000
771	Point of Sale Escrow	-		3,500,000	-	3,500,000
	Total Special Revenue Funds	\$ 6,088,724	\$	9,660,657	\$ 2,314,200	\$ 18,063,581

Fund #	Fund Name	Personal Services	Other	Transfers & Advances	Totals
301	Debt Service	\$ -	\$ 1,570,000	\$ -	\$ 1,570,000
302	Urban Renewal Bond Retirement	-	1,220,000	-	1,220,000
	Total Debt Service Funds	\$ -	\$ 2,790,000	\$ -	\$ 2,790,000

Internal Service Fund Group					
Fund #	Fund Name	Personal Services	Other	Transfers & Advances	Totals
601	Central Stores Purchasing	\$ -	\$ 1,087,500	\$ 325,000	\$ 1,412,500
602	Central Printing Operation	-	25,000	-	25,000
603	Central Garage Operation	1,126,255	402,000	-	1,528,255
604	Central Services Operation	372,262	400,000	-	772,262
605	Self-Insurance Reserve	126,622	7,918,394	-	8,045,016
	Total Internal Service Fund Group	\$ 1,625,139	\$ 9,832,894	\$ 325,000	\$ 11,783,033
	Grand Total All Funds	\$ 48,693,798	\$ 38,922,714	\$ 17,709,200	\$ 105,325,712

Itemized list of Transfers and Advances by Fund

Description	Amount
General Fund Transfers	
General Fund to General Capital Fund	\$ 9,100,000
General Fund to Police Pension Fund	1,200,000
General Fund to Fire Pension Fund	1,500,000
General Fund to Debt Service Fund	750,000
General Fund to Recreation Fund	1,300,000
General Fund to Self Insurance Fund	500,000
General Fund to Street Lighting Assessment Fund	150,000
Total General Fund Transfers	\$ 14,500,000
Other Fund Transfers	
27th Pay Reserve Fund to General Fund	\$ 1,485,600
Sewer Maintenance Fund to General Obligation Debt Service Fund	828,600
Economic Development and Housing Fund to General Capital Fund	570,000
Grand Total Fund Transfers	\$ 17,384,200
Advances / Advance Repayments	
Central Stores Purchasing Fund to General Fund - 2025 Advance Repayment	\$ 325,000
Total Advances / Advance Repayments	\$ 325,000
Grand Total Transfers and Advances	\$ 17,709,200

- Section 3: That all monies in the Custodial Funds are hereby deemed appropriated for their intended purposes.
- Section 4: That the City's Director of Finance be and is hereby authorized and directed to draw warrants against the appropriations set forth upon presentation of proper vouchers.
- Section 5: That all expenditures within the fiscal year ending December 31, 2026 shall be made in accordance with the code accounts set forth above, and shall be made within the appropriations herein provided ("Appropriations" as used herein means the total amount appropriated for an individual fund).
- Section 7: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.
- Section 8: This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reason that it is necessary in the current operation of the City, and therefore shall take effect immediately upon its enactment and approval by the Mayor.

Enacted

Approved this _____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council

EXHIBIT "A" - Schedule of Budgets by Department - General Fund

Dep't #	Department	Personal Services	Other	Transfers & Advances	Totals
11	Police	\$ 11,889,835	\$ 2,162,384	\$ 1,200,000	\$ 15,252,219
12	Fire	8,784,920	971,636	1,500,000	11,256,556
30	Recreation	1,066,846	445,247	-	1,512,093
41	Planning	702,617	81,242	-	783,859
42	Building and Housing	1,924,313	263,558	373,971	2,561,842
44	Communication and Marketing	511,792	499,851	-	1,011,643
49	Economic Development	479,304	694,414	-	1,173,718
50	Public Works	6,070,307	4,912,471	-	10,982,778
70	Mayor	242,333	47,035	-	289,368
71	Chief Administrative Officer	558,754	71,838	-	630,592
72	Finance	850,157	268,470	-	1,118,627
73	Law	782,347	297,825	-	1,080,172
75	City Council	175,393	48,800	-	224,193
76	Municipal Court	2,326,798	129,690	-	2,456,488
77	Human Resources	481,272	216,793	-	698,065
78	Civil Service	38,389	104,247	-	142,636
79	Information Technology	532,143	137,750	-	669,893
80	CCSE	1,485,600	3,974,996	11,426,029	16,886,625
Grand Total All Departments		\$ 38,903,120	\$ 15,328,247	\$ 14,500,000	\$ 68,731,367



SHAKER HEIGHTS

Memorandum

To: Council

From: Joyce G. Braverman, Director, Planning
William M. Ondrey Gruber, Director, Law

cc: Laura Englehart, Director, Economic Development
Ramona Lowery-Ferrell, Director, Public Works
Christian Maier, Assistant Director, Public Works
Kara Hamley O'Donnell, Principal Planner

Date: February 17, 2026

Re: Lee Road Complete Streets
Authority to Appropriate, Acquire and Dedicate Right-of-Way

This memo recommends the acquisition of six (6) parcels of land and appropriation of four (4) parcels of land in order to clear the right-of-way (ROW) and proceed with the Lee Road Complete Streets project. This memo summarizes six (6) ordinances, one for each property.

The City of Shaker Heights is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the *Lee Road Action Plan*, a community-driven plan that creates a vision to comprehensively transform the area south of Van Aken Boulevard into a thriving corridor and commercial district that is attractive, walkable, bikeable, and transit-friendly. Roadway improvements include reducing the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, making way for bike infrastructure and pedestrian improvements. North of Van Aken Boulevard, in-road bike lanes will be added. South of Van Aken Boulevard, an off-road, sidewalk-level, two-way cycle track will be added, along with streetscape improvements. This will create a safer roadway for all users.

The City and Cuyahoga County Public Works are working with Chagrin Valley Engineering to design and engineer roadway, streetscape and utility improvements. The final plan package is due to the Ohio Department of Transportation (ODOT) by February 27, 2026 to put us on track for a spring bidding. To date, \$24.5M in grant funds have been secured to construct the improvements. OR Colan has been hired and is responsible for securing appraisals, making offers to property owners, and acquiring parcels needed for the ROW in accordance with federal regulations. The land being acquired are small areas along the current ROW which are needed for the project.

To meet ODOT requirements, portions of six properties need to be acquired. OR Colan has made offers to all property owners. However, there are only two (2) signed deals. In order to clear the ROW by the February 27 deadline, Council will need to authorize both acquisition of the property and appropriation of real property for the reconstruction of Lee Road. The appropriation guarantees ROW will be clear by the deadline. OR Colan will continue to work with the property owners to reach a deal on acquisition. Private property owners will be compensated based on appraisals and

offers of fair market value. Appropriation requires funds to be deposited with the Probate Court of Cuyahoga County, which are equal to the fair market value (FMV).

Authority to appropriate, Acquire and Dedicate

The parcels that require appropriation and the authorization to acquire as necessary ROW, per the ROW plat exhibits, and per fair market value appraisals, include:

PPN 735-25-028—Chagrin Lee LLC (Chagrin Lee Square – 16500 Chagrin), standard highway and temporary easements.

FMV estimate: \$92,500.

PPN 735-16-007—LK Woods, LLC (The Woodlands Assisted Living- 16333 Chagrin), standard highway and temporary easements.

FMV estimate: \$98,900

PPN 735-17-001—MW Centers Shaker, LLC (Shaker Towne Centre shopping center – 16601 Chagrin), standard highway and sewer easements.

FMV estimate: \$31,450

PPN 735-28-010—16600 Chagrin Boulevard, LLC (Irie Jamaican Kitchen building – 16600 Chagrin), standard highway and temporary easement.

FMV estimate: \$10,950

Authority to Acquire and Dedicate

The parcels that require authorization to acquire are:

PPN 735-25-030—Lewis Properties (Lewis Electronics – 3536 Lee), temporary easement.

FMV estimate: \$2,950

PPN 735-23-023, 026, 027—Nursery Partners LLC (Process Canine – 3710 Lee), temporary easement.

FMV estimate: \$5,000

Total estimate fair market value is: \$242, 250.

The process to acquire the ROW is as follows:

1. City receives and signs fair market value appraisals.
2. Council grants authority to acquire, appropriate, and dedicate parcels.
3. City deposits fair market value with the Probate Court of Cuyahoga County for those parcels without signed agreements.
4. City cuts checks for those parcels with signed agreements.
5. Probate Court process proceeds for those parcels filed and Probate Court cuts checks once agreement has been reached.
6. City dedicates as city roadway before construction is complete.

The funding for the ROW purchase includes: 2025 Capital Budget - \$250,000 and 2026 Capital Budget - \$100,000 for a total of \$350,000. The total Fair Market Value estimate for all parcels is \$242,250. This could increase due to counter offers and negotiation.

The Safety and Public Works committee reviewed and approved this request on February 5, 2026. Members asked for an update on the status of property owner acceptance of offers and about the appropriation process. The appropriation process will commence by the end of February if offers are not signed by then.

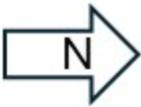
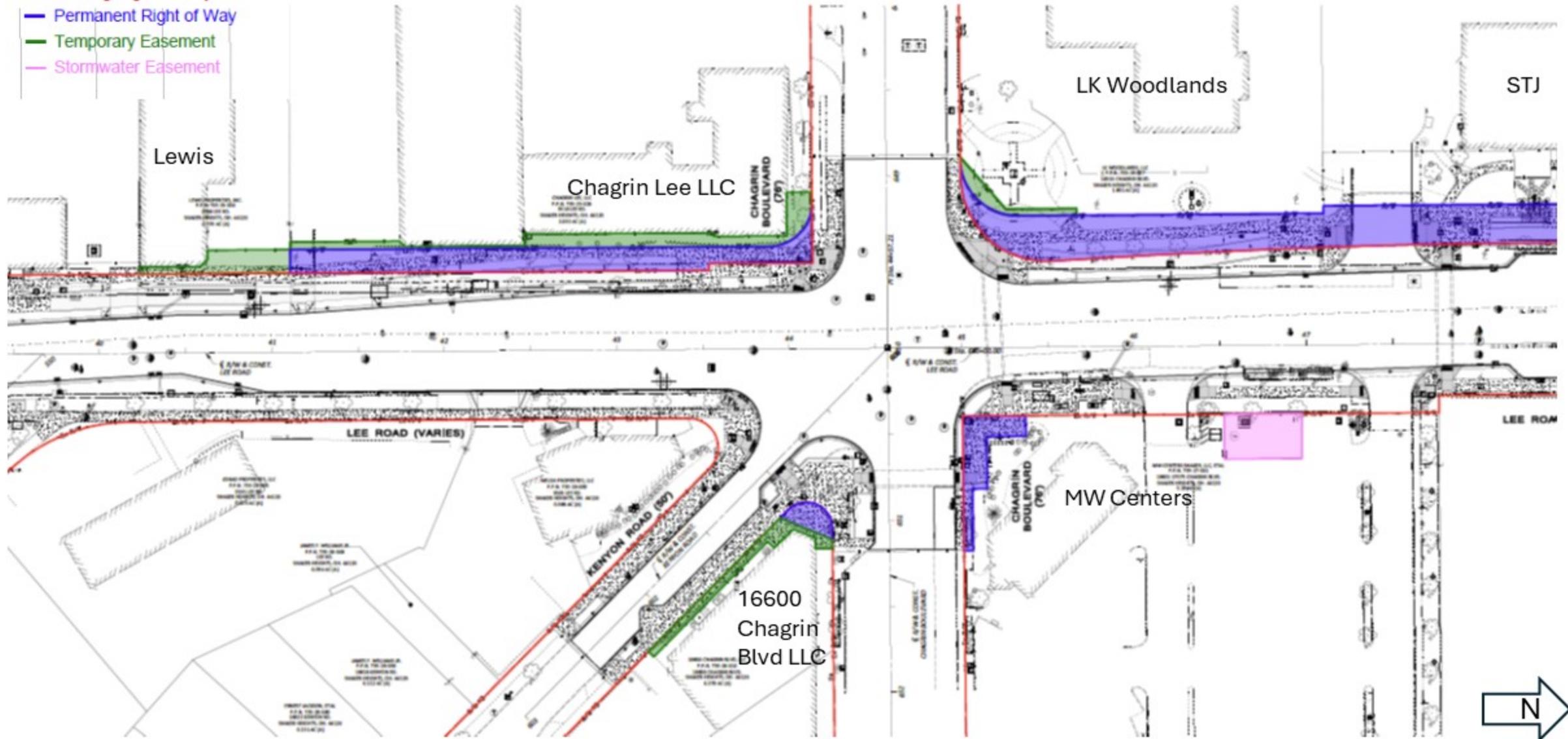
The Finance Committee reviewed and approved this request on February 17, 2026. There was a question regarding the impact and inconvenience to the property owners. The owners will be inconvenienced during construction and the impact is the small reduction in property size. Another question pertained to the situation where no agreement is reached with the property owner and legal recourse. The appropriation process includes filing and depositing funds with the Cuyahoga County Probate Court. This federally regulated process will allow the road project to proceed while the court process proceeds.

This is a request for the Council to acquire six (6) parcels of land and to appropriate four (4) parcels of land to acquire and clear ROW so that the Lee Road Complete Streets project can proceed on schedule. Right-of-Way cannot be certified to the Ohio Department of Transportation as being ready for construction until all ROW parcels have been secured either by Right of Entry Agreement or by filing a petition for appropriation, along with a check for the fair market value estimate, with the Probate Court of Cuyahoga County. This is also a request to dedicate these 6 parcels as ROW.

It is requested that council pass these ordinances on first reading and as an emergency to meet the ODOT deadline of February 17, 2026 to clear ROW.

Attachments: Right-of-Way Diagram

- Existing Right of Way
- Permanent Right of Way
- Temporary Easement
- Stormwater Easement



RESOLUTION NO:

BY:

A resolution declaring the intent for and authorizing the appropriation and acquisition of portions of real property at 16500 Chagrin Boulevard/3516 Lee Road (Parcel No. 735-25-028) for temporary and permanent easements to enable improvements to Lee Road in the City, and declaring an emergency.

WHEREAS, the City is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the City's *Lee Road Action Plan*, including improvements to reduce the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, installing bike infrastructure and pedestrian improvements, and making streetscape improvements (the "Project"), which is being funded through federal and state funding requiring compliance with federal and state regulations; and

WHEREAS, the right-of-way cannot be certified to ODOT as being ready for construction unless and until all right-of-way parcels have been acquired either by agreement or by the filing of a petition for appropriation in Cuyahoga County Probate Court, together with payment of a deposit to the Court in the amount of the estimate of the fair market value; and

WHEREAS, portions of six properties in the City must be acquired for the Project as temporary or permanent easements to enable the Project to be constructed; and

WHEREAS, the City's agent, OR Colan, has endeavored to acquire the necessary portions of parcels through voluntary negotiation and settlement efforts with the property owners for the public right-of-way in order to complete the improvements to Lee Road in accordance with federal regulations, but has reported that a settlement agreement could not be reached on the property set forth below; and

WHEREAS, to meet Ohio Department of Transportation ("ODOT") requirements, a portion of real property at 16500 Chagrin Boulevard/3516 Lee Road (Parcel No. 735-25-028), owned by Chagrin Lee LLC, and known as Chagrin Lee Square, must be acquired for both temporary and standard highway easements for use as public right-of-way; and

WHEREAS, this Council has determined that certain portions of the real property at 16500 Chagrin Boulevard/3516 Lee Road (Parcel No. 735-25-028) must be acquired through appropriation as temporary and standard highway permanent easements for the Project, and Council hereby declares it necessary to appropriate said property interest for public use, more specifically for the purpose of making roadway improvements, which shall be open to the public, without charge; and

WHEREAS, Ohio Revised Code Section 719.01 authorizes the appropriation of property by a municipal corporation for such purposes as the Project, and Article I, Section 19 of the Ohio Constitution permits the immediate seizure of a private property interest upon proper compensation

to the owner of the property when first secured by a deposit of money, where such compensation shall be assessed by a jury, and without deduction for benefits to any property of the owner; and

WHEREAS, Ohio Revised Code Section 719.04 requires that a municipal Council adopt a resolution of intent to appropriate such a real property interest in order to exercise the authority granted to municipal corporations under Ohio Revised Code Section 719.01 and the Ohio Constitution to file an appropriation action in State court to acquire the property interest for a public use such as this Project.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Shaker Heights, State of Ohio, that:

Section 1. It is necessary and it is hereby declared to be the intent of this Council to appropriate and acquire a temporary and a standard highway permanent easement over a portion of the real property at 16500 Chagrin Boulevard/3516 Lee Road (Parcel No. 735-25-028) for the purpose of construction of the Project, and the property interest to be acquired is hereinafter described and further identified in Exhibit A, attached hereto and fully incorporated into this Resolution. The property and its fair market value are further described as follows:

Property Owner: Chagrin Lee LLC
Address: Chagrin Lee Square, 16500 Chagrin Boulevard/3516 Lee Road
Permanent Parcel No.: Parcel No. 735-25-028
Mailing Address: Chagrin Lee LLC, 28400 NW Hwy. 4th Floor, Southfield, MI 48034
Fair Market Value Estimate: \$92,500

Section 2. This Council finds and determines that the acquisition of the property interest set forth in Section 1 of this Resolution is a proper public purpose associated with the improvements in accordance with Ohio Constitution Article I, Section 19, and Ohio Revised Code Section 719.01, and that a public necessity exists as set forth in the recitals to this Resolution which requires the immediate use of the property interest in Exhibit A hereto for the Project.

Section 3. That the Law Director be, and is, hereby directed to proceed with filing an appropriation action in Cuyahoga County Probate Court to acquire the property interest as described above.

Section 4. That the Finance Director be, and is, hereby authorized to issue a monetary warrant in the amount of the Fair Market Value Estimate listed above, made payable to the Cuyahoga County Probate Court, said warrant to be deposited with the Probate Court at the time of filing the petitions to appropriate.

Section 5. That the City is hereby further authorized to acquire the property interest described above and in Exhibit A by either appropriation or direct purchase, and the Mayor is hereby authorized to execute all necessary documents in the acquisition of said property interest in a form as approved by the Director of Law.

Section 6. That it is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including the Charter and Ordinances of the City.

Section 7. The necessity for the immediate effectiveness of this Resolution is established because federal and state funds are being utilized for right-of-way acquisition on the Project and the City must progress on schedule for the Project in order to maintain project funding deadlines. Therefore, this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare, and for the further reason it is necessary to obtain immediate possession of the easements set forth in Exhibit A hereto to proceed with the Project without delay as set forth herein; wherefore, provided this Resolution receives the affirmative vote of two-thirds of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

Adopted

Approved this ____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council

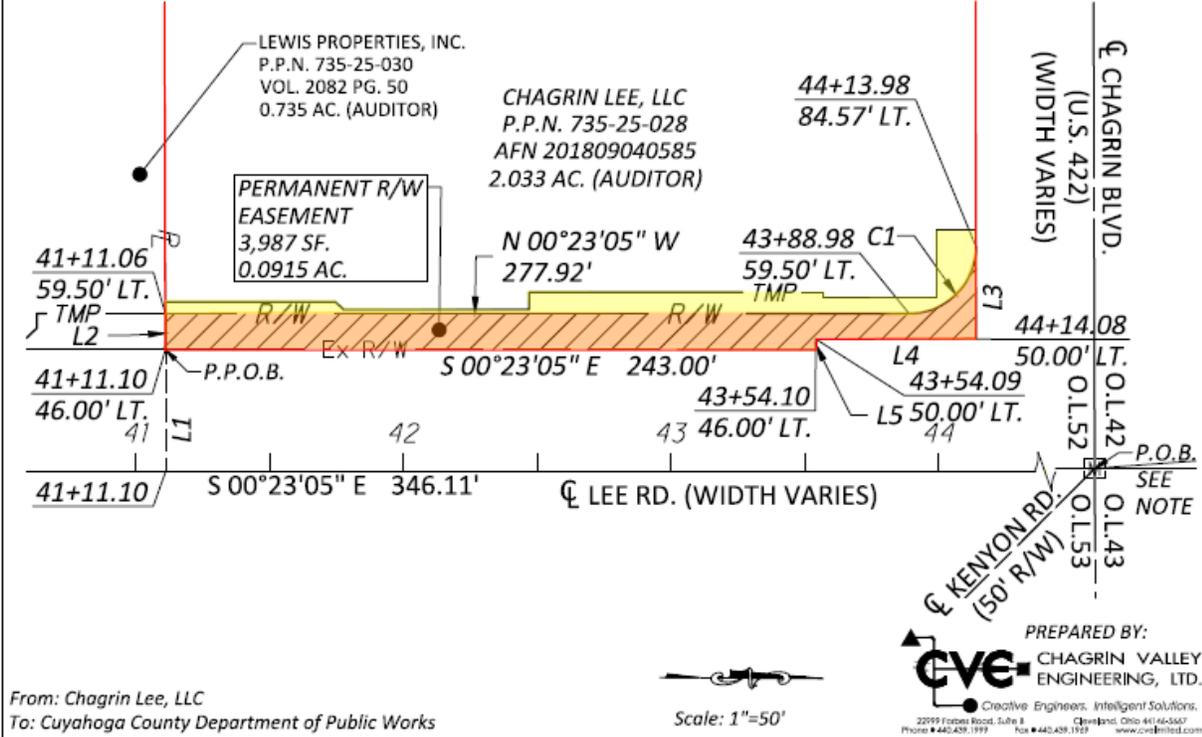
EXHIBIT A

NOTE: P.O.B. IS A
5/8" IRON PIN IN A
MONUMENT BOX
AT STATION
44+57.21

Page #4 of 5

EXHIBIT 'A'
PERMANENT R/W EASEMENT
3516 LEE ROAD
CITY OF SHAKER HEIGHTS, COUNTY OF CUYAHOGA, OHIO

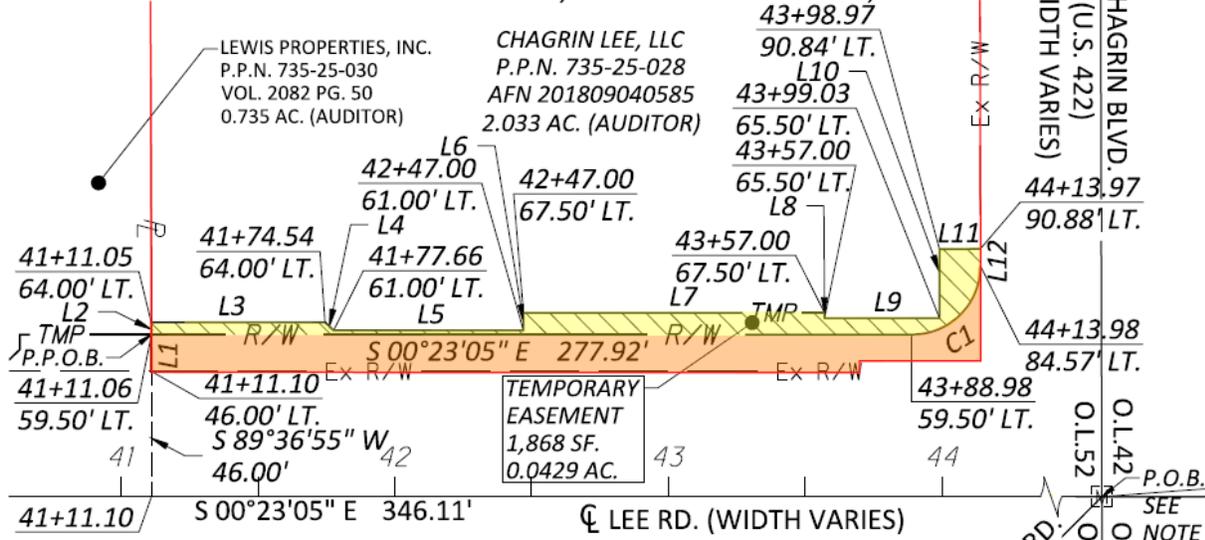
CUY-LEE ROAD (CR-8)
(PID 123386)



NOTE: P.O.B. IS A
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44+57.21

EXHIBIT 'A' TEMPORARY EASEMENT

CITY OF SHAKER HEIGHTS, COUNTY OF CUYAHOGA, OHIO



From: Chagrin Lee, LLC
To: Cuyahoga County Department of Public Works

CUY-LEE ROAD (CR-8)
(PID 123386)



Scale: 1"=50'

PREPARED BY:
CVE CHAGRIN VALLEY
ENGINEERING, LTD.
Creative Engineers. Intelligent Solutions.
22999 Forbes Road, Suite 8 Cleveland, Ohio 44144-5667
Phone • 440.439.1999 Fax • 440.439.1997 www.cveintd.com



SHAKER HEIGHTS

Memorandum

To: Council

From: Joyce G. Braverman, Director, Planning
William M. Ondrey Gruber, Director, Law

cc: Laura Englehart, Director, Economic Development
Ramona Lowery-Ferrell, Director, Public Works
Christian Maier, Assistant Director, Public Works
Kara Hamley O'Donnell, Principal Planner

Date: February 17, 2026

Re: Lee Road Complete Streets
Authority to Appropriate, Acquire and Dedicate Right-of-Way

This memo recommends the acquisition of six (6) parcels of land and appropriation of four (4) parcels of land in order to clear the right-of-way (ROW) and proceed with the Lee Road Complete Streets project. This memo summarizes six (6) ordinances, one for each property.

The City of Shaker Heights is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the *Lee Road Action Plan*, a community-driven plan that creates a vision to comprehensively transform the area south of Van Aken Boulevard into a thriving corridor and commercial district that is attractive, walkable, bikeable, and transit-friendly. Roadway improvements include reducing the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, making way for bike infrastructure and pedestrian improvements. North of Van Aken Boulevard, in-road bike lanes will be added. South of Van Aken Boulevard, an off-road, sidewalk-level, two-way cycle track will be added, along with streetscape improvements. This will create a safer roadway for all users.

The City and Cuyahoga County Public Works are working with Chagrin Valley Engineering to design and engineer roadway, streetscape and utility improvements. The final plan package is due to the Ohio Department of Transportation (ODOT) by February 27, 2026 to put us on track for a spring bidding. To date, \$24.5M in grant funds have been secured to construct the improvements. OR Colan has been hired and is responsible for securing appraisals, making offers to property owners, and acquiring parcels needed for the ROW in accordance with federal regulations. The land being acquired are small areas along the current ROW which are needed for the project.

To meet ODOT requirements, portions of six properties need to be acquired. OR Colan has made offers to all property owners. However, there are only two (2) signed deals. In order to clear the ROW by the February 27 deadline, Council will need to authorize both acquisition of the property and appropriation of real property for the reconstruction of Lee Road. The appropriation guarantees ROW will be clear by the deadline. OR Colan will continue to work with the property owners to reach a deal on acquisition. Private property owners will be compensated based on appraisals and

offers of fair market value. Appropriation requires funds to be deposited with the Probate Court of Cuyahoga County, which are equal to the fair market value (FMV).

Authority to appropriate, Acquire and Dedicate

The parcels that require appropriation and the authorization to acquire as necessary ROW, per the ROW plat exhibits, and per fair market value appraisals, include:

PPN 735-25-028—Chagrin Lee LLC (Chagrin Lee Square – 16500 Chagrin), standard highway and temporary easements.

FMV estimate: \$92,500.

PPN 735-16-007—LK Woods, LLC (The Woodlands Assisted Living- 16333 Chagrin), standard highway and temporary easements.

FMV estimate: \$98,900

PPN 735-17-001—MW Centers Shaker, LLC (Shaker Towne Centre shopping center – 16601 Chagrin), standard highway and sewer easements.

FMV estimate: \$31,450

PPN 735-28-010—16600 Chagrin Boulevard, LLC (Irie Jamaican Kitchen building – 16600 Chagrin), standard highway and temporary easement.

FMV estimate: \$10,950

Authority to Acquire and Dedicate

The parcels that require authorization to acquire are:

PPN 735-25-030—Lewis Properties (Lewis Electronics – 3536 Lee), temporary easement.

FMV estimate: \$2,950

PPN 735-23-023, 026, 027—Nursery Partners LLC (Process Canine – 3710 Lee), temporary easement.

FMV estimate: \$5,000

Total estimate fair market value is: \$242, 250.

The process to acquire the ROW is as follows:

1. City receives and signs fair market value appraisals.
2. Council grants authority to acquire, appropriate, and dedicate parcels.
3. City deposits fair market value with the Probate Court of Cuyahoga County for those parcels without signed agreements.
4. City cuts checks for those parcels with signed agreements.
5. Probate Court process proceeds for those parcels filed and Probate Court cuts checks once agreement has been reached.
6. City dedicates as city roadway before construction is complete.

The funding for the ROW purchase includes: 2025 Capital Budget - \$250,000 and 2026 Capital Budget - \$100,000 for a total of \$350,000. The total Fair Market Value estimate for all parcels is \$242,250. This could increase due to counter offers and negotiation.

The Safety and Public Works committee reviewed and approved this request on February 5, 2026. Members asked for an update on the status of property owner acceptance of offers and about the appropriation process. The appropriation process will commence by the end of February if offers are not signed by then.

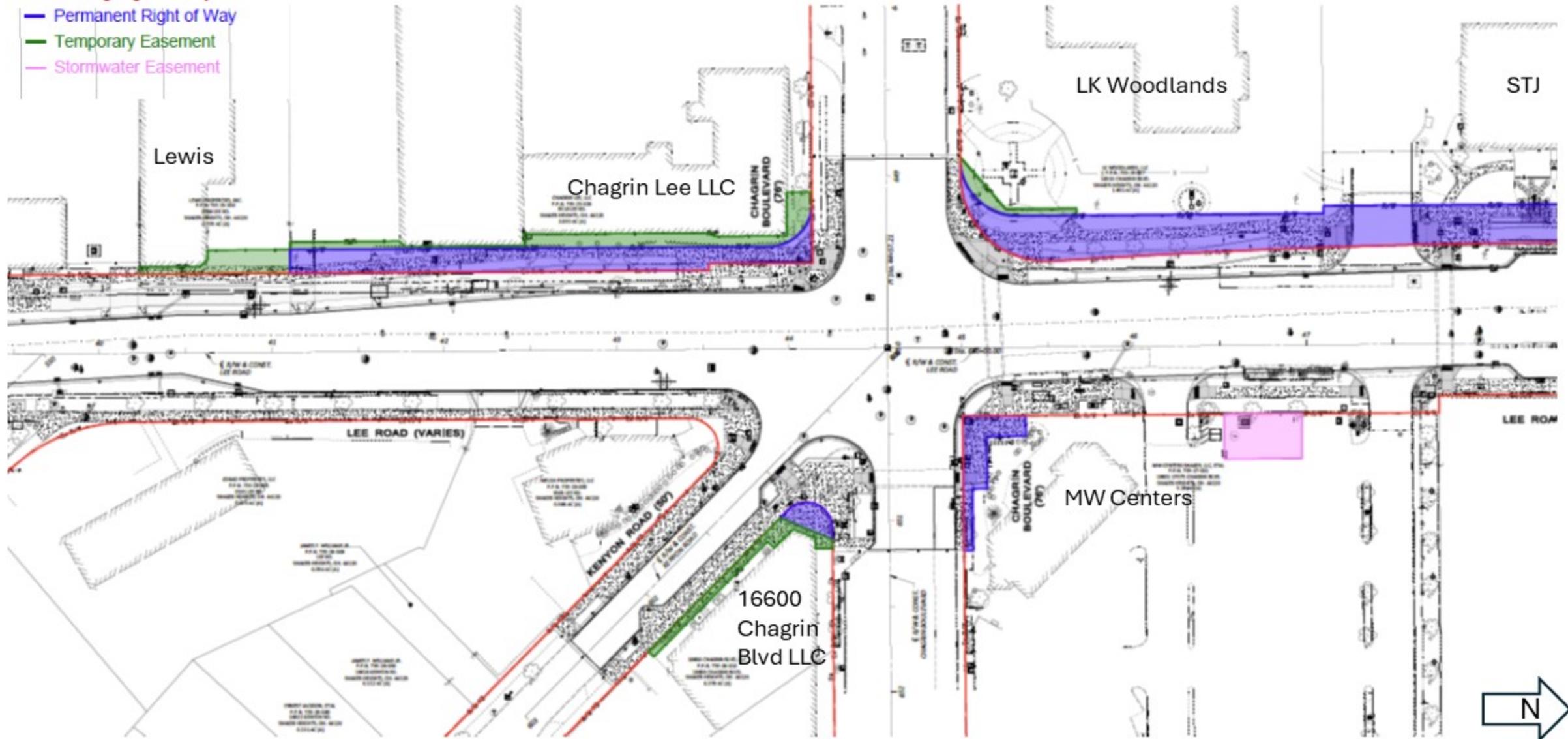
The Finance Committee reviewed and approved this request on February 17, 2026. There was a question regarding the impact and inconvenience to the property owners. The owners will be inconvenienced during construction and the impact is the small reduction in property size. Another question pertained to the situation where no agreement is reached with the property owner and legal recourse. The appropriation process includes filing and depositing funds with the Cuyahoga County Probate Court. This federally regulated process will allow the road project to proceed while the court process proceeds.

This is a request for the Council to acquire six (6) parcels of land and to appropriate four (4) parcels of land to acquire and clear ROW so that the Lee Road Complete Streets project can proceed on schedule. Right-of-Way cannot be certified to the Ohio Department of Transportation as being ready for construction until all ROW parcels have been secured either by Right of Entry Agreement or by filing a petition for appropriation, along with a check for the fair market value estimate, with the Probate Court of Cuyahoga County. This is also a request to dedicate these 6 parcels as ROW.

It is requested that council pass these ordinances on first reading and as an emergency to meet the ODOT deadline of February 17, 2026 to clear ROW.

Attachments: Right-of-Way Diagram

- Existing Right of Way
- Permanent Right of Way
- Temporary Easement
- Stormwater Easement



RESOLUTION NO:

BY:

A resolution declaring the intent for and authorizing the appropriation and acquisition of portions of real property at 16333 Chagrin Boulevard (Parcel No. 735-16-007) for temporary and permanent easements to enable improvements to Lee Road in the City, and declaring an emergency.

WHEREAS, the City is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the City's *Lee Road Action Plan*, including improvements to reduce the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, installing bike infrastructure and pedestrian improvements, and making streetscape improvements (the "Project"), which is being funded through federal and state funding requiring compliance with federal and state regulations; and

WHEREAS, the right-of-way cannot be certified to ODOT as being ready for construction unless and until all right-of-way parcels have been acquired either by agreement or by the filing of a petition for appropriation in Cuyahoga County Probate Court, together with payment of a deposit to the Court in the amount of the estimate of the fair market value; and

WHEREAS, portions of six properties in the City must be acquired for the Project as temporary or permanent easements to enable the Project to be constructed; and

WHEREAS, the City's agent, OR Colan, has endeavored to acquire the necessary portions of parcels through voluntary negotiation and settlement efforts with the property owners for the public right-of-way in order to complete the improvements to Lee Road in accordance with federal regulations, but has reported that a settlement agreement could not be reached on the property set forth below; and

WHEREAS, to meet Ohio Department of Transportation ("ODOT") requirements, portions of real property at 16333 Chagrin Boulevard (Parcel No. 735-16-007), owned by LK Woods, LLC, and known as The Woodlands Assisted Living, must be acquired for both temporary and permanent standard highway easements for use as public right-of-way; and

WHEREAS, this Council has determined that certain portions of the real property at 16333 Chagrin Boulevard (Parcel No. 735-16-007) must be acquired through appropriation as temporary and permanent standard highway easements for the Project, and Council hereby declares it necessary to appropriate said property interest for public use, more specifically for the purpose of making roadway improvements, which shall be open to the public, without charge; and

WHEREAS, Ohio Revised Code Section 719.01 authorizes the appropriation of property by a municipal corporation for such purposes as the Project, and Article I, Section 19 of the Ohio Constitution permits the immediate seizure of a private property interest upon proper compensation to the owner of the property when first secured by a deposit of money,

where such compensation shall be assessed by a jury, and without deduction for benefits to any property of the owner; and

WHEREAS, Ohio Revised Code Section 719.04 requires that a municipal Council adopt a resolution of intent to appropriate such a real property interest in order to exercise the authority granted to municipal corporations under Ohio Revised Code Section 719.01 and the Ohio Constitution to file an appropriation action in State court to acquire the property interest for a public use such as this Project.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Shaker Heights, State of Ohio, that:

Section 1. It is necessary and it is hereby declared to be the intent of this Council to appropriate and acquire a temporary and a permanent standard highway easement over a portion of the real property at 16333 Chagrin Boulevard (Parcel No. 735-16-007) for the purpose of construction of the Project, and the property interest to be acquired is hereinafter described and further identified in Exhibit A, attached hereto and fully incorporated into this Resolution. The property and its fair market value are further described as follows:

Property Owner: LK Woods, LLC
Address: The Woodlands Assisted Living, 16333 Chagrin Boulevard
Permanent Parcel No.: Parcel No. 735-16-007
Mailing Address: LK Woods, LLC, 4376 Churchill Boulevard, Cleveland, OH 44118
Fair Market Value Estimate: \$98,900

Section 2. This Council finds and determines that the acquisition of the property interest set forth in Section 1 of this Resolution is a proper public purpose associated with the improvements in accordance with Ohio Constitution Article I, Section 19, and Ohio Revised Code Section 719.01, and that a public necessity exists as set forth in the recitals to this Resolution which requires the immediate use of the property interest in Exhibit A hereto for the Project.

Section 3. That the Law Director be, and is, hereby directed to proceed with filing an appropriation action in Cuyahoga County Probate Court to acquire the property interest as described above.

Section 4. That the Finance Director be, and is, hereby authorized to issue a monetary warrant in the amount of the Fair Market Value Estimate listed above, made payable to the Cuyahoga County Probate Court, said warrant to be deposited with the Probate Court at the time of filing the petitions to appropriate.

Section 5. That the City is hereby further authorized to acquire the property interest described above and in Exhibit A by either appropriation or direct purchase, and the Mayor is hereby authorized to execute all necessary documents in the acquisition of said property interest in a form as approved by the Director of Law.

Section 6. That it is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an

open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including the Charter and Ordinances of the City.

Section 7. The necessity for the immediate effectiveness of this Resolution is established because federal and state funds are being utilized for right-of-way acquisition on the Project and the City must progress on schedule for the Project in order to maintain project funding deadlines. Therefore, this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare, and for the further reason it is necessary to obtain immediate possession of the easements set forth in Exhibit A hereto to proceed with the Project without delay as set forth herein; wherefore, provided this Resolution receives the affirmative vote of two-thirds of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

Adopted

Approved this ____ day of _____, 2026.

DAVID E. WEISS, Mayor

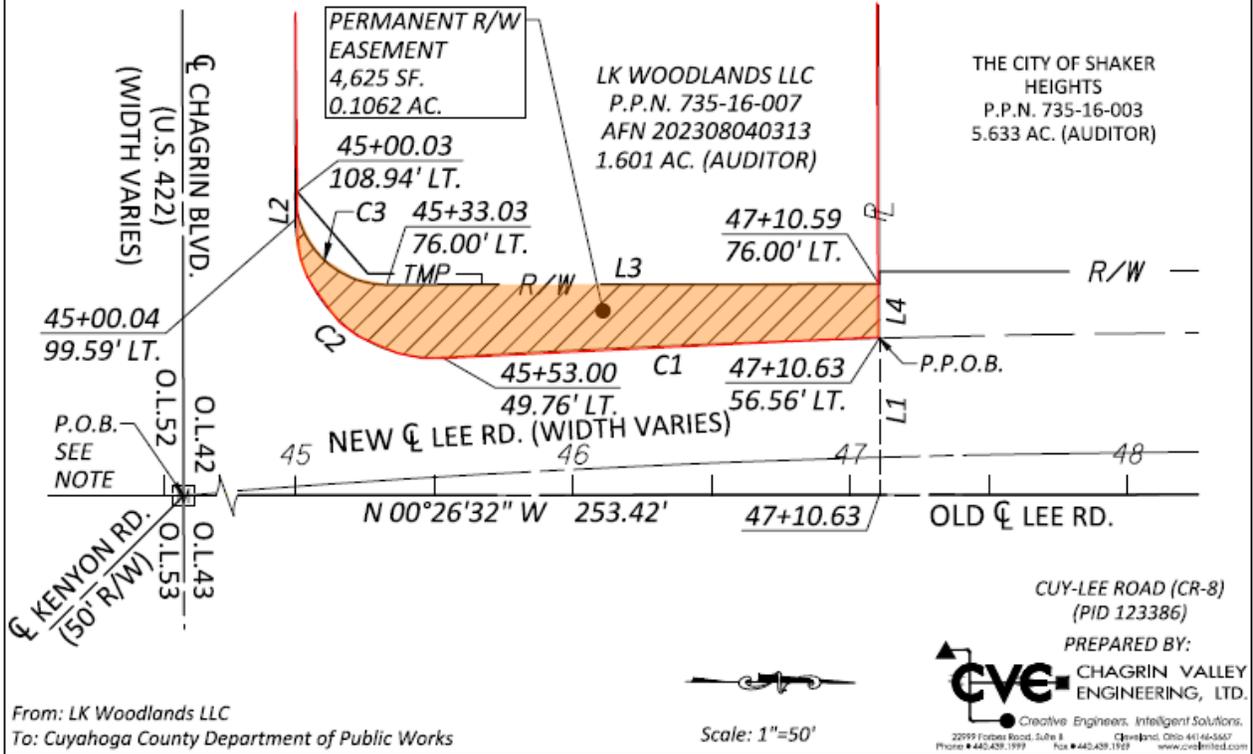
Attest:

MATTHEW P. CARROLL
Clerk of Council

EXHIBIT A

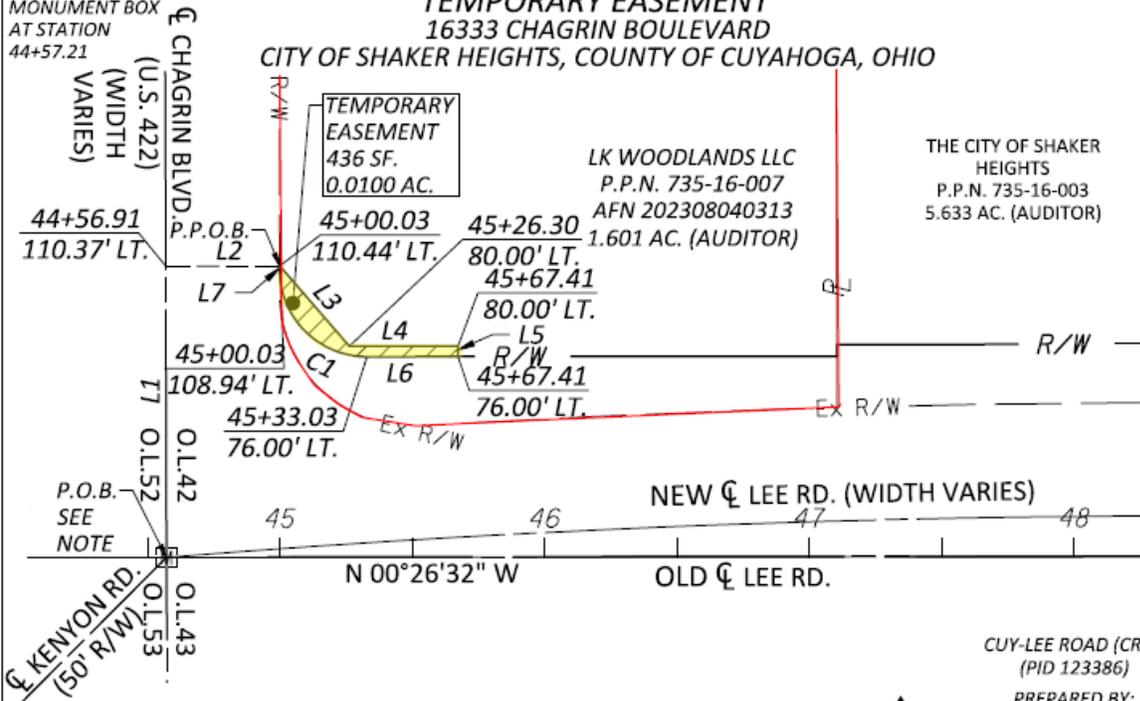
NOTE: P.O.B. IS A
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MONUMENT BOX
AT STATION
44+57.21

EXHIBIT 'A'
PERMANENT R/W EASEMENT
16333 CHAGRIN BOULEVARD
CITY OF SHAKER HEIGHTS, COUNTY OF CUYAHOGA, OHIO



NOTE: P.O.B. IS A
5/8" IRON PIN IN A
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EXHIBIT 'A'
TEMPORARY EASEMENT
16333 CHAGRIN BOULEVARD
CITY OF SHAKER HEIGHTS, COUNTY OF CUYAHOGA, OHIO



TEMPORARY
EASEMENT
436 SF.
0.0100 AC.

LK WOODLANDS LLC
P.P.N. 735-16-007
AFN 202308040313
1.601 AC. (AUDITOR)

THE CITY OF SHAKER
HEIGHTS
P.P.N. 735-16-003
5.633 AC. (AUDITOR)

From: LK Woodlands LLC
To: Cuyahoga County Department of Public Works



Scale: 1"=50'



CUY-LEE ROAD (CR-8)
(PID 123386)

PREPARED BY:
CHAGRIN VALLEY
ENGINEERING, LTD.

Creative Engineers, Intelligent Solutions.
22999 Forbes Road, Suite 8 Cleveland, Ohio 44146-5607
Phone # 440.439.1999 Fax # 440.439.1929 www.cveintd.com



SHAKER HEIGHTS

Memorandum

To: Council

From: Joyce G. Braverman, Director, Planning
William M. Ondrey Gruber, Director, Law

cc: Laura Englehart, Director, Economic Development
Ramona Lowery-Ferrell, Director, Public Works
Christian Maier, Assistant Director, Public Works
Kara Hamley O'Donnell, Principal Planner

Date: February 17, 2026

Re: Lee Road Complete Streets
Authority to Appropriate, Acquire and Dedicate Right-of-Way

This memo recommends the acquisition of six (6) parcels of land and appropriation of four (4) parcels of land in order to clear the right-of-way (ROW) and proceed with the Lee Road Complete Streets project. This memo summarizes six (6) ordinances, one for each property.

The City of Shaker Heights is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the *Lee Road Action Plan*, a community-driven plan that creates a vision to comprehensively transform the area south of Van Aken Boulevard into a thriving corridor and commercial district that is attractive, walkable, bikeable, and transit-friendly. Roadway improvements include reducing the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, making way for bike infrastructure and pedestrian improvements. North of Van Aken Boulevard, in-road bike lanes will be added. South of Van Aken Boulevard, an off-road, sidewalk-level, two-way cycle track will be added, along with streetscape improvements. This will create a safer roadway for all users.

The City and Cuyahoga County Public Works are working with Chagrin Valley Engineering to design and engineer roadway, streetscape and utility improvements. The final plan package is due to the Ohio Department of Transportation (ODOT) by February 27, 2026 to put us on track for a spring bidding. To date, \$24.5M in grant funds have been secured to construct the improvements. OR Colan has been hired and is responsible for securing appraisals, making offers to property owners, and acquiring parcels needed for the ROW in accordance with federal regulations. The land being acquired are small areas along the current ROW which are needed for the project.

To meet ODOT requirements, portions of six properties need to be acquired. OR Colan has made offers to all property owners. However, there are only two (2) signed deals. In order to clear the ROW by the February 27 deadline, Council will need to authorize both acquisition of the property and appropriation of real property for the reconstruction of Lee Road. The appropriation guarantees ROW will be clear by the deadline. OR Colan will continue to work with the property owners to reach a deal on acquisition. Private property owners will be compensated based on appraisals and

offers of fair market value. Appropriation requires funds to be deposited with the Probate Court of Cuyahoga County, which are equal to the fair market value (FMV).

Authority to appropriate, Acquire and Dedicate

The parcels that require appropriation and the authorization to acquire as necessary ROW, per the ROW plat exhibits, and per fair market value appraisals, include:

PPN 735-25-028—Chagrin Lee LLC (Chagrin Lee Square – 16500 Chagrin), standard highway and temporary easements.

FMV estimate: \$92,500.

PPN 735-16-007—LK Woods, LLC (The Woodlands Assisted Living- 16333 Chagrin), standard highway and temporary easements.

FMV estimate: \$98,900

PPN 735-17-001—MW Centers Shaker, LLC (Shaker Towne Centre shopping center – 16601 Chagrin), standard highway and sewer easements.

FMV estimate: \$31,450

PPN 735-28-010—16600 Chagrin Boulevard, LLC (Irie Jamaican Kitchen building – 16600 Chagrin), standard highway and temporary easement.

FMV estimate: \$10,950

Authority to Acquire and Dedicate

The parcels that require authorization to acquire are:

PPN 735-25-030—Lewis Properties (Lewis Electronics – 3536 Lee), temporary easement.

FMV estimate: \$2,950

PPN 735-23-023, 026, 027—Nursery Partners LLC (Process Canine – 3710 Lee), temporary easement.

FMV estimate: \$5,000

Total estimate fair market value is: \$242, 250.

The process to acquire the ROW is as follows:

1. City receives and signs fair market value appraisals.
2. Council grants authority to acquire, appropriate, and dedicate parcels.
3. City deposits fair market value with the Probate Court of Cuyahoga County for those parcels without signed agreements.
4. City cuts checks for those parcels with signed agreements.
5. Probate Court process proceeds for those parcels filed and Probate Court cuts checks once agreement has been reached.
6. City dedicates as city roadway before construction is complete.

The funding for the ROW purchase includes: 2025 Capital Budget - \$250,000 and 2026 Capital Budget - \$100,000 for a total of \$350,000. The total Fair Market Value estimate for all parcels is \$242,250. This could increase due to counter offers and negotiation.

The Safety and Public Works committee reviewed and approved this request on February 5, 2026. Members asked for an update on the status of property owner acceptance of offers and about the appropriation process. The appropriation process will commence by the end of February if offers are not signed by then.

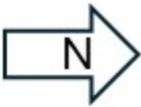
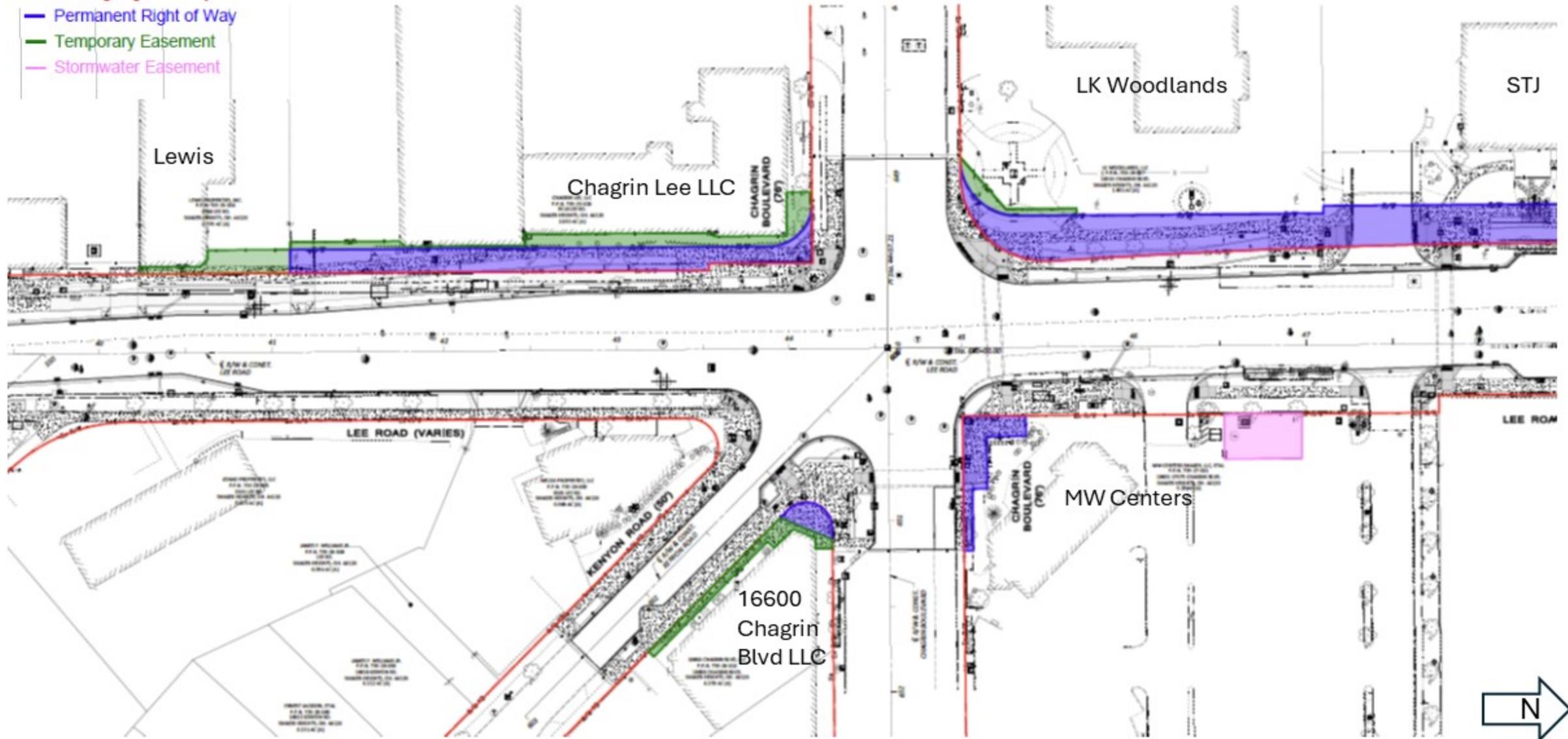
The Finance Committee reviewed and approved this request on February 17, 2026. There was a question regarding the impact and inconvenience to the property owners. The owners will be inconvenienced during construction and the impact is the small reduction in property size. Another question pertained to the situation where no agreement is reached with the property owner and legal recourse. The appropriation process includes filing and depositing funds with the Cuyahoga County Probate Court. This federally regulated process will allow the road project to proceed while the court process proceeds.

This is a request for the Council to acquire six (6) parcels of land and to appropriate four (4) parcels of land to acquire and clear ROW so that the Lee Road Complete Streets project can proceed on schedule. Right-of-Way cannot be certified to the Ohio Department of Transportation as being ready for construction until all ROW parcels have been secured either by Right of Entry Agreement or by filing a petition for appropriation, along with a check for the fair market value estimate, with the Probate Court of Cuyahoga County. This is also a request to dedicate these 6 parcels as ROW.

It is requested that council pass these ordinances on first reading and as an emergency to meet the ODOT deadline of February 17, 2026 to clear ROW.

Attachments: Right-of-Way Diagram

- Existing Right of Way
- Permanent Right of Way
- Temporary Easement
- Stormwater Easement



RESOLUTION NO:

BY:

A resolution declaring the intent for and authorizing the appropriation and acquisition of portions of real property at 16601-17075 Chagrin Boulevard (Parcel No. 735-17-001) for permanent highway and sewer easements to enable improvements to Lee Road in the City, and declaring an emergency.

WHEREAS, the City is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the City's *Lee Road Action Plan*, including improvements to reduce the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, installing bike infrastructure and pedestrian improvements, and making streetscape improvements (the "Project"), which is being funded through federal and state funding requiring compliance with federal and state regulations; and

WHEREAS, the right-of-way cannot be certified to ODOT as being ready for construction unless and until all right-of-way parcels have been acquired either by agreement or by the filing of a petition for appropriation in Cuyahoga County Probate Court, together with payment of a deposit to the Court in the amount of the estimate of the fair market value; and

WHEREAS, portions of six properties in the City must be acquired for the Project as temporary or permanent easements to enable the Project to be constructed; and

WHEREAS, the City's agent, OR Colan, has endeavored to acquire the necessary portions of parcels through voluntary negotiation and settlement efforts with the property owners for the public right-of-way in order to complete the improvements to Lee Road in accordance with federal regulations, but has reported that a settlement agreement could not be reached on the property set forth below; and

WHEREAS, to meet Ohio Department of Transportation ("ODOT") requirements, a portion of real property at 16601-17075 Chagrin Boulevard (Parcel No. 735-17-001), owned by MW Centers Shaker, LLC, and known as Shaker Towne Centre shopping center, must be acquired for a permanent standard highway easement for use as public right-of-way, and a permanent sewer easement; and

WHEREAS, this Council has determined that certain portions of the real property at 16601-17075 Chagrin Boulevard (Parcel No. 735-17-001) must be acquired through appropriation as standard highway and sewer permanent easements for the Project, and Council hereby declares it necessary to appropriate said property interest for public use, more specifically for the purpose of making roadway improvements, which shall be open to the public, without charge; and

WHEREAS, Ohio Revised Code Section 719.01 authorizes the appropriation of property by a municipal corporation for such purposes as the Project, and Article I, Section 19 of the Ohio Constitution permits the

immediate seizure of a private property interest upon proper compensation to the owner of the property when first secured by a deposit of money, where such compensation shall be assessed by a jury, and without deduction for benefits to any property of the owner; and

WHEREAS, Ohio Revised Code Section 719.04 requires that a municipal Council adopt a resolution of intent to appropriate such a real property interest in order to exercise the authority granted to municipal corporations under Ohio Revised Code Section 719.01 and the Ohio Constitution to file an appropriation action in State court to acquire the property interest for a public use such as this Project.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Shaker Heights, State of Ohio, that:

Section 1. It is necessary and it is hereby declared to be the intent of this Council to appropriate and acquire permanent standard highway and sewer easements over a portion of the real property at 16601-17075 Chagrin Boulevard (Parcel No. 735-17-001) for the purpose of construction of the Project, and the property interest to be acquired is hereinafter described and further identified in Exhibit A, attached hereto and fully incorporated into this Resolution. The property and its fair market value are further described as follows:

Property Owner: MW Centers Shaker, LLC
Address: Shaker Towne Centre shopping center, 16601-17075 Chagrin Boulevard
Permanent Parcel No.: Parcel No. 735-17-001
Mailing Address: MW Centers Shaker, LLC, 125 Half Mile Road, Suite 207, Red Bank, NJ 07701
Fair Market Value Estimate: \$31,450

Section 2. This Council finds and determines that the acquisition of the property interest set forth in Section 1 of this Resolution is a proper public purpose associated with the improvements in accordance with Ohio Constitution Article I, Section 19, and Ohio Revised Code Section 719.01, and that a public necessity exists as set forth in the recitals to this Resolution which requires the immediate use of the property interest in Exhibit A hereto for the Project.

Section 3. That the Law Director be, and is, hereby directed to proceed with filing an appropriation action in Cuyahoga County Probate Court to acquire the property interest as described above.

Section 4. That the Finance Director be, and is, hereby authorized to issue a monetary warrant in the amount of the Fair Market Value Estimate listed above, made payable to the Cuyahoga County Probate Court, said warrant to be deposited with the Probate Court at the time of filing the petitions to appropriate.

Section 5. That the City is hereby further authorized to acquire the property interest described above and in Exhibit A by either appropriation or direct purchase, and the Mayor is hereby authorized to execute all necessary documents in the acquisition of said property interest in a form as approved by the Director of Law.

Section 6. That it is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including the Charter and Ordinances of the City.

Section 7. The necessity for the immediate effectiveness of this Resolution is established because federal and state funds are being utilized for right-of-way acquisition on the Project and the City must progress on schedule for the Project in order to maintain project funding deadlines. Therefore, this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare, and for the further reason it is necessary to obtain immediate possession of the easements set forth in Exhibit A hereto to proceed with the Project without delay as set forth herein; wherefore, provided this Resolution receives the affirmative vote of two-thirds of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

Adopted

Approved this ____ day of _____, 2026.

DAVID E. WEISS, Mayor

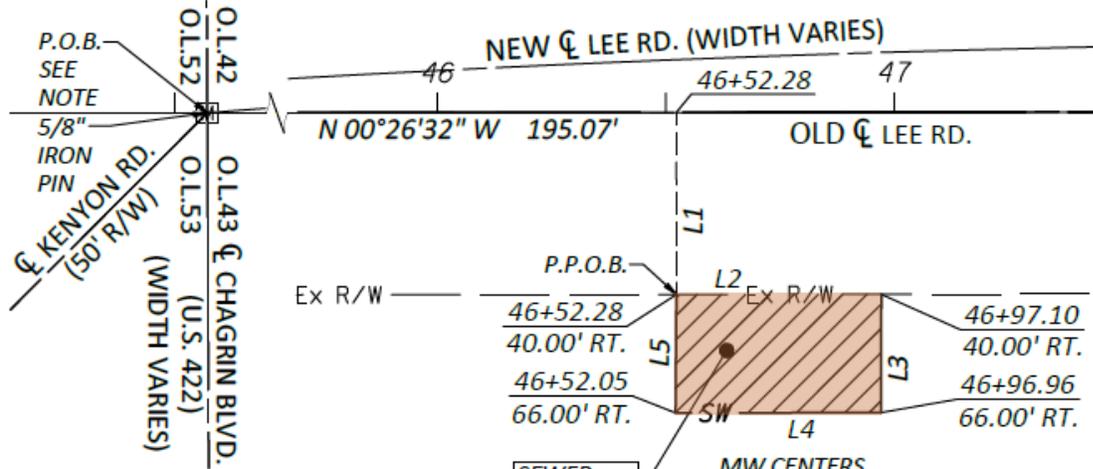
Attest:

MATTHEW P. CARROLL
Clerk of Council

EXHIBIT A

NOTE: P.O.B. IS A
5/8" IRON PIN IN A
MONUMENT BOX
AT STATION
44+57.21

EXHIBIT 'A'
SEWER EASEMENT
16601-17075 CHAGRIN BOULEVARD
CITY OF SHAKER HEIGHTS, COUNTY OF CUYAHOGA, OHIO



Scale: 1"=30'

From: MW Centers Shaker LLC, et al
To: Cuyahoga County Department of Public Works

SEWER
EASEMENT
1,166 SF.
0.0268 AC.

MW CENTERS
SHAKER LLC, ET AL
P.P.N. 735-17-001
AFN 202108130472
5.28 AC. (AUDITOR)

CUY-LEE ROAD (CR-8)
(PID 123386)

PREPARED BY:

CVE CHAGRIN VALLEY
ENGINEERING, LTD.
Creative Engineers. Intelligent Solutions.
22999 Forbes Road, Suite 8 Cleveland, Ohio 44146-5667
Phone # 440.439.1999 Fax # 440.439.1169 www.cveintd.com



SHAKER HEIGHTS

Memorandum

To: Council

From: Joyce G. Braverman, Director, Planning
William M. Ondrey Gruber, Director, Law

cc: Laura Englehart, Director, Economic Development
Ramona Lowery-Ferrell, Director, Public Works
Christian Maier, Assistant Director, Public Works
Kara Hamley O'Donnell, Principal Planner

Date: February 17, 2026

Re: Lee Road Complete Streets
Authority to Appropriate, Acquire and Dedicate Right-of-Way

This memo recommends the acquisition of six (6) parcels of land and appropriation of four (4) parcels of land in order to clear the right-of-way (ROW) and proceed with the Lee Road Complete Streets project. This memo summarizes six (6) ordinances, one for each property.

The City of Shaker Heights is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the *Lee Road Action Plan*, a community-driven plan that creates a vision to comprehensively transform the area south of Van Aken Boulevard into a thriving corridor and commercial district that is attractive, walkable, bikeable, and transit-friendly. Roadway improvements include reducing the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, making way for bike infrastructure and pedestrian improvements. North of Van Aken Boulevard, in-road bike lanes will be added. South of Van Aken Boulevard, an off-road, sidewalk-level, two-way cycle track will be added, along with streetscape improvements. This will create a safer roadway for all users.

The City and Cuyahoga County Public Works are working with Chagrin Valley Engineering to design and engineer roadway, streetscape and utility improvements. The final plan package is due to the Ohio Department of Transportation (ODOT) by February 27, 2026 to put us on track for a spring bidding. To date, \$24.5M in grant funds have been secured to construct the improvements. OR Colan has been hired and is responsible for securing appraisals, making offers to property owners, and acquiring parcels needed for the ROW in accordance with federal regulations. The land being acquired are small areas along the current ROW which are needed for the project.

To meet ODOT requirements, portions of six properties need to be acquired. OR Colan has made offers to all property owners. However, there are only two (2) signed deals. In order to clear the ROW by the February 27 deadline, Council will need to authorize both acquisition of the property and appropriation of real property for the reconstruction of Lee Road. The appropriation guarantees ROW will be clear by the deadline. OR Colan will continue to work with the property owners to reach a deal on acquisition. Private property owners will be compensated based on appraisals and

offers of fair market value. Appropriation requires funds to be deposited with the Probate Court of Cuyahoga County, which are equal to the fair market value (FMV).

Authority to appropriate, Acquire and Dedicate

The parcels that require appropriation and the authorization to acquire as necessary ROW, per the ROW plat exhibits, and per fair market value appraisals, include:

PPN 735-25-028—Chagrin Lee LLC (Chagrin Lee Square – 16500 Chagrin), standard highway and temporary easements.

FMV estimate: \$92,500.

PPN 735-16-007—LK Woods, LLC (The Woodlands Assisted Living- 16333 Chagrin), standard highway and temporary easements.

FMV estimate: \$98,900

PPN 735-17-001—MW Centers Shaker, LLC (Shaker Towne Centre shopping center – 16601 Chagrin), standard highway and sewer easements.

FMV estimate: \$31,450

PPN 735-28-010—16600 Chagrin Boulevard, LLC (Irie Jamaican Kitchen building – 16600 Chagrin), standard highway and temporary easement.

FMV estimate: \$10,950

Authority to Acquire and Dedicate

The parcels that require authorization to acquire are:

PPN 735-25-030—Lewis Properties (Lewis Electronics – 3536 Lee), temporary easement.

FMV estimate: \$2,950

PPN 735-23-023, 026, 027—Nursery Partners LLC (Process Canine – 3710 Lee), temporary easement.

FMV estimate: \$5,000

Total estimate fair market value is: \$242, 250.

The process to acquire the ROW is as follows:

1. City receives and signs fair market value appraisals.
2. Council grants authority to acquire, appropriate, and dedicate parcels.
3. City deposits fair market value with the Probate Court of Cuyahoga County for those parcels without signed agreements.
4. City cuts checks for those parcels with signed agreements.
5. Probate Court process proceeds for those parcels filed and Probate Court cuts checks once agreement has been reached.
6. City dedicates as city roadway before construction is complete.

The funding for the ROW purchase includes: 2025 Capital Budget - \$250,000 and 2026 Capital Budget - \$100,000 for a total of \$350,000. The total Fair Market Value estimate for all parcels is \$242,250. This could increase due to counter offers and negotiation.

The Safety and Public Works committee reviewed and approved this request on February 5, 2026. Members asked for an update on the status of property owner acceptance of offers and about the appropriation process. The appropriation process will commence by the end of February if offers are not signed by then.

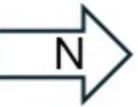
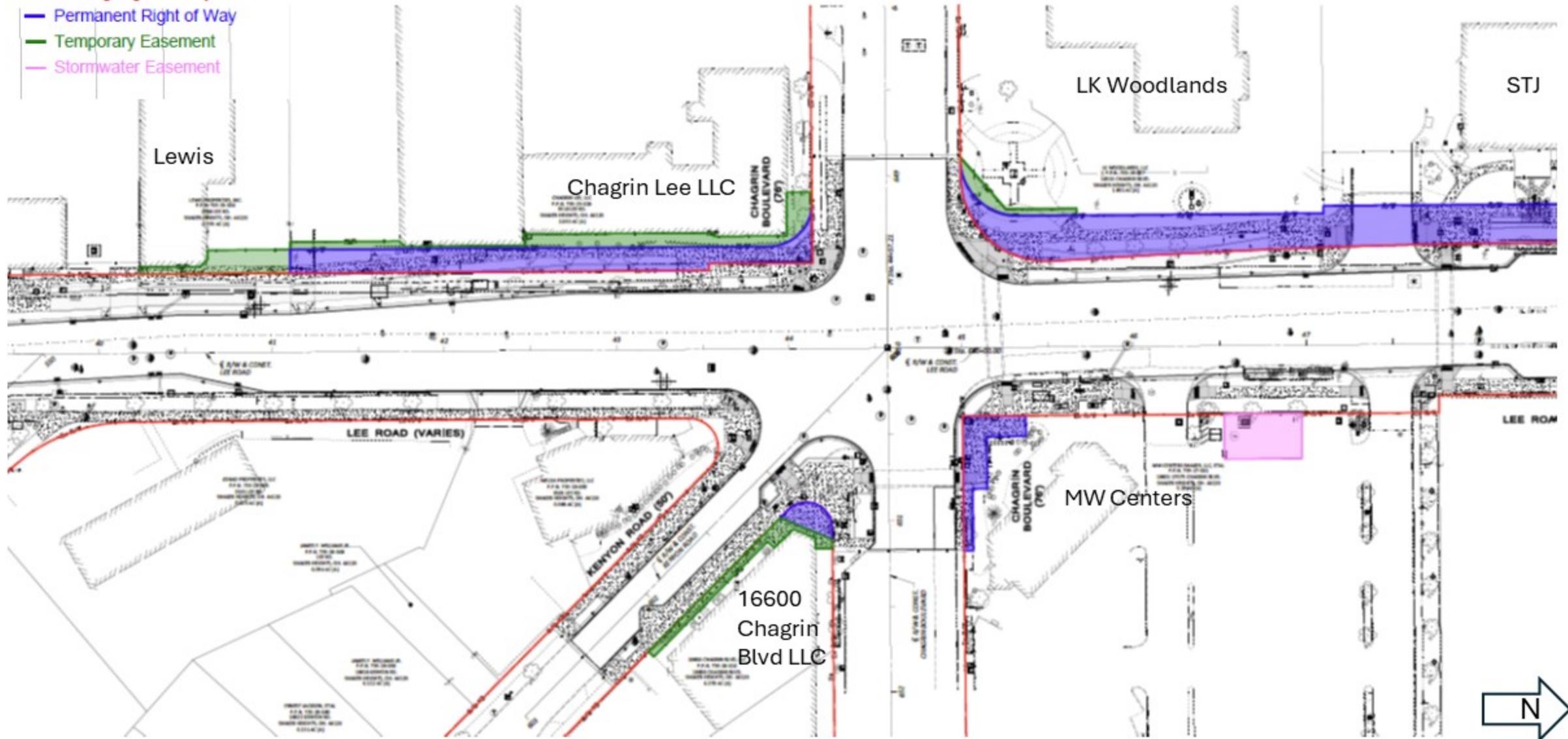
The Finance Committee reviewed and approved this request on February 17, 2026. There was a question regarding the impact and inconvenience to the property owners. The owners will be inconvenienced during construction and the impact is the small reduction in property size. Another question pertained to the situation where no agreement is reached with the property owner and legal recourse. The appropriation process includes filing and depositing funds with the Cuyahoga County Probate Court. This federally regulated process will allow the road project to proceed while the court process proceeds.

This is a request for the Council to acquire six (6) parcels of land and to appropriate four (4) parcels of land to acquire and clear ROW so that the Lee Road Complete Streets project can proceed on schedule. Right-of-Way cannot be certified to the Ohio Department of Transportation as being ready for construction until all ROW parcels have been secured either by Right of Entry Agreement or by filing a petition for appropriation, along with a check for the fair market value estimate, with the Probate Court of Cuyahoga County. This is also a request to dedicate these 6 parcels as ROW.

It is requested that council pass these ordinances on first reading and as an emergency to meet the ODOT deadline of February 17, 2026 to clear ROW.

Attachments: Right-of-Way Diagram

- Existing Right of Way
- Permanent Right of Way
- Temporary Easement
- Stormwater Easement



RESOLUTION NO:

BY:

A resolution declaring the intent for and authorizing the appropriation and acquisition of portions of real property at 16600 Chagrin Boulevard (Parcel No. 735-28-010) for temporary and permanent easements to enable improvements to Lee Road in the City, and declaring an emergency.

WHEREAS, the City is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the City's *Lee Road Action Plan*, including improvements to reduce the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, installing bike infrastructure and pedestrian improvements, and making streetscape improvements (the "Project"), which is being funded through federal and state funding requiring compliance with federal and state regulations; and

WHEREAS, the right-of-way cannot be certified to ODOT as being ready for construction unless and until all right-of-way parcels have been acquired either by agreement or by the filing of a petition for appropriation in Cuyahoga County Probate Court, together with payment of a deposit to the Court in the amount of the estimate of the fair market value; and

WHEREAS, portions of six properties in the City must be acquired for the Project as temporary or permanent easements to enable the Project to be constructed; and

WHEREAS, the City's agent, OR Colan, has endeavored to acquire the necessary portions of parcels through voluntary negotiation and settlement efforts with the property owners for the public right-of-way in order to complete the improvements to Lee Road in accordance with federal regulations, but has reported that a settlement agreement could not be reached on the property set forth below; and

WHEREAS, to meet Ohio Department of Transportation ("ODOT") requirements, a portion of real property at 16600 Chagrin Boulevard (Parcel No. 735-28-010), owned by 16600 Chagrin Boulevard, LLC, and known as Irie Jamaican Kitchen, must be acquired for both temporary and permanent standard highway easements for use as public right-of-way; and

WHEREAS, this Council has determined that certain portions of the real property at 16600 Chagrin Boulevard (Parcel No. 735-28-010) must be acquired through appropriation as temporary and permanent standard highway easements for the Project, and Council hereby declares it necessary to appropriate said property interest for public use, more specifically for the purpose of making roadway improvements, which shall be open to the public, without charge; and

WHEREAS, Ohio Revised Code Section 719.01 authorizes the appropriation of property by a municipal corporation for such purposes as the Project, and Article I, Section 19 of the Ohio Constitution permits the immediate seizure of a private property interest upon proper compensation to the owner of the property when first secured by a deposit of money,

where such compensation shall be assessed by a jury, and without deduction for benefits to any property of the owner; and

WHEREAS, Ohio Revised Code Section 719.04 requires that a municipal Council adopt a resolution of intent to appropriate such a real property interest in order to exercise the authority granted to municipal corporations under Ohio Revised Code Section 719.01 and the Ohio Constitution to file an appropriation action in State court to acquire the property interest for a public use such as this Project.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Shaker Heights, State of Ohio, that:

Section 1. It is necessary and it is hereby declared to be the intent of this Council to appropriate and acquire a temporary and a permanent standard highway easement over a portion of the real property at 16600 Chagrin Boulevard (Parcel No. 735-28-010) for the purpose of construction of the Project, and the property interest to be acquired is hereinafter described and further identified in Exhibit A, attached hereto and fully incorporated into this Resolution. The property and its fair market value are further described as follows:

Property Owner: 16600 Chagrin Boulevard, LLC
Address: Irie Jamaican Kitchen, 16600 Chagrin Boulevard
Permanent Parcel No.: Parcel No. 735-28-010
Mailing Address: 16600 Chagrin Boulevard, LLC, 2735 E. 40th Street, Cleveland, OH 44115
Fair Market Value Estimate: \$10,950

Section 2. This Council finds and determines that the acquisition of the property interest set forth in Section 1 of this Resolution is a proper public purpose associated with the improvements in accordance with Ohio Constitution Article I, Section 19, and Ohio Revised Code Section 719.01, and that a public necessity exists as set forth in the recitals to this Resolution which requires the immediate use of the property interest in Exhibit A hereto for the Project.

Section 3. That the Law Director be, and is, hereby directed to proceed with filing an appropriation action in Cuyahoga County Probate Court to acquire the property interest as described above.

Section 4. That the Finance Director be, and is, hereby authorized to issue a monetary warrant in the amount of the Fair Market Value Estimate listed above, made payable to the Cuyahoga County Probate Court, said warrant to be deposited with the Probate Court at the time of filing the petitions to appropriate.

Section 5. That the City is hereby further authorized to acquire the property interest described above and in Exhibit A by either appropriation or direct purchase, and the Mayor is hereby authorized to execute all necessary documents in the acquisition of said property interest in a form as approved by the Director of Law.

Section 6. That it is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an

open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including the Charter and Ordinances of the City.

Section 7. The necessity for the immediate effectiveness of this Resolution is established because federal and state funds are being utilized for right-of-way acquisition on the Project and the City must progress on schedule for the Project in order to maintain project funding deadlines. Therefore, this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare, and for the further reason it is necessary to obtain immediate possession of the easements set forth in Exhibit A hereto to proceed with the Project without delay as set forth herein; wherefore, provided this Resolution receives the affirmative vote of two-thirds of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

Adopted

Approved this ____ day of _____, 2026.

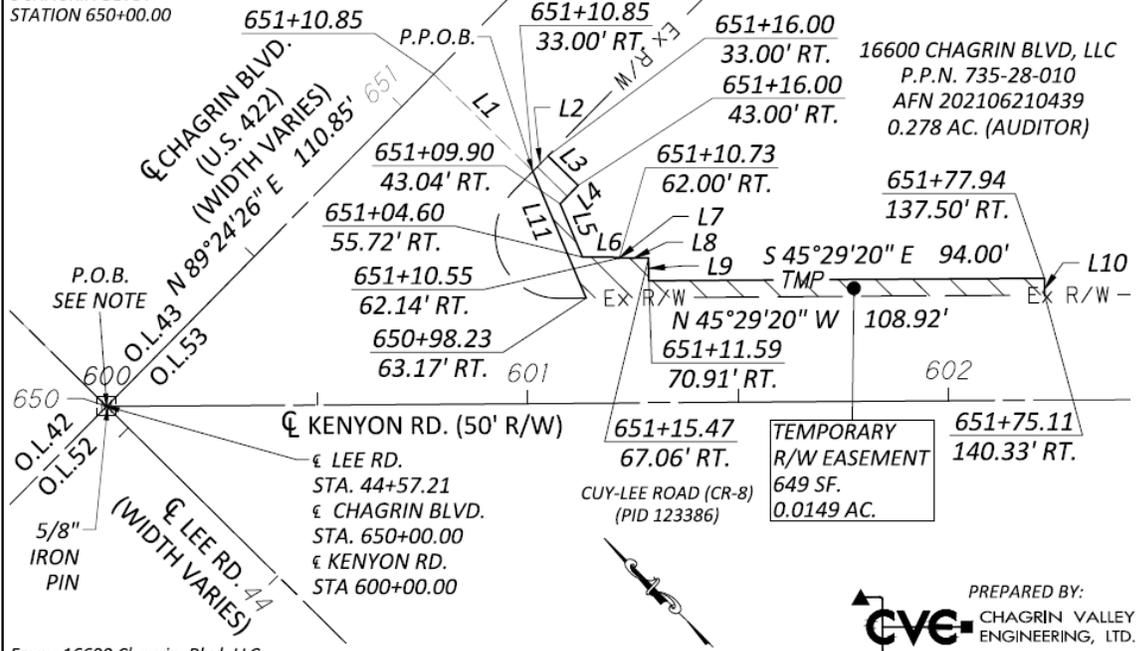
DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council

NOTE: P.O.B. IS A
5/8" IRON PIN IN A
MONUMENT BOX AT
€ LEE RD.
STATION 44+57.21
€ CHAGRIN BLVD.
STATION 650+00.00

EXHIBIT 'A' TEMPORARY EASEMENT 16600 CHAGRIN BOULEVARD CITY OF SHAKER HEIGHTS, COUNTY OF CUYAHOGA, OHIO



16600 CHAGRIN BLVD, LLC
P.P.N. 735-28-010
AFN 202106210439
0.278 AC. (AUDITOR)

TEMPORARY
R/W EASEMENT
649 SF.
0.0149 AC.

From: 16600 Chagrin Blvd, LLC
To: Cuyahoga County Department of Public Works

PREPARED BY:
CVE CHAGRIN VALLEY
ENGINEERING, LTD.
Creative Engineers. Intelligent Solutions.
22999 Torrey Road, Suite 8 Cleveland, Ohio 44146-5667
Phone • 440.439.1999 Fax • 440.439.1989 www.cveintltd.com

EXHIBIT 'A'
TEMPORARY EASEMENT
16600 CHAGRIN BOULEVARD
CITY OF SHAKER HEIGHTS, COUNTY OF CUYAHOGA, OHIO

Note:
 All temporary parcels to be of 24 month duration.

Note:
 Under no circumstances are temporary easements to be used for storage of material or equipment by the contractor unless otherwise noted.

Summary of Additional Right-of-Way
 Total P.R.O: 0.000 AC.
 Gross Take: 0.0149 AC. (649 SF.)
 P.R.O. In Take: 0.000 AC.
 Net Take: 0.0149 AC. (649 SF.)

Basis of Bearing:
 N 00°23'05" W as the centerline of Lee Road as evidenced by monuments found and is the same as calculated and reproduced from the Ohio County Coordinate System (OCCS), Cuyahoga Low Distortion Mapping Projection (CUY-LDP), by ties to the ODOT VRS Network and is used to indicate angles only.

From: 16600 Chagrin Blvd, LLC
 To: Cuyahoga County Department of Public Works

Line Table		
Line #	Length	Direction
L1	33.00'	S 00°35'34" E
L2	5.15'	N 89°24'25" E
L3	10.00'	S 00°35'34" E
L4	6.10'	S 88°59'42" W
L5	13.74'	S 22°06'15" W
L6	8.78'	S 44°53'43" E
L7	0.23'	S 51°21'49" W
L8	6.95'	S 45°35'14" E
L9	5.47'	S 44°30'40" W
L10	4.00'	S 44°30'40" W
L11	32.70'	N 22°06'40" E

CUY-LEE ROAD (CR-8)
 (PID 123386)

PREPARED BY:
 CHAGRIN VALLEY
 ENGINEERING, LTD.
 Creative Engineers. Intelligent Solutions.
 2200 Newburg Road, Suite 100
 Medina, OH 44028-1199 Tel: 440.285.1199 www.cueinc.com



SHAKER HEIGHTS

Memorandum

To: Council

From: Joyce G. Braverman, Director, Planning
William M. Ondrey Gruber, Director, Law

cc: Laura Englehart, Director, Economic Development
Ramona Lowery-Ferrell, Director, Public Works
Christian Maier, Assistant Director, Public Works
Kara Hamley O'Donnell, Principal Planner

Date: February 17, 2026

Re: Lee Road Complete Streets
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FMV estimate: \$92,500.

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FMV estimate: \$31,450

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FMV estimate: \$10,950

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The parcels that require authorization to acquire are:

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The process to acquire the ROW is as follows:

1. City receives and signs fair market value appraisals.
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4. City cuts checks for those parcels with signed agreements.
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6. City dedicates as city roadway before construction is complete.

The funding for the ROW purchase includes: 2025 Capital Budget - \$250,000 and 2026 Capital Budget - \$100,000 for a total of \$350,000. The total Fair Market Value estimate for all parcels is \$242,250. This could increase due to counter offers and negotiation.

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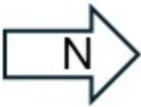
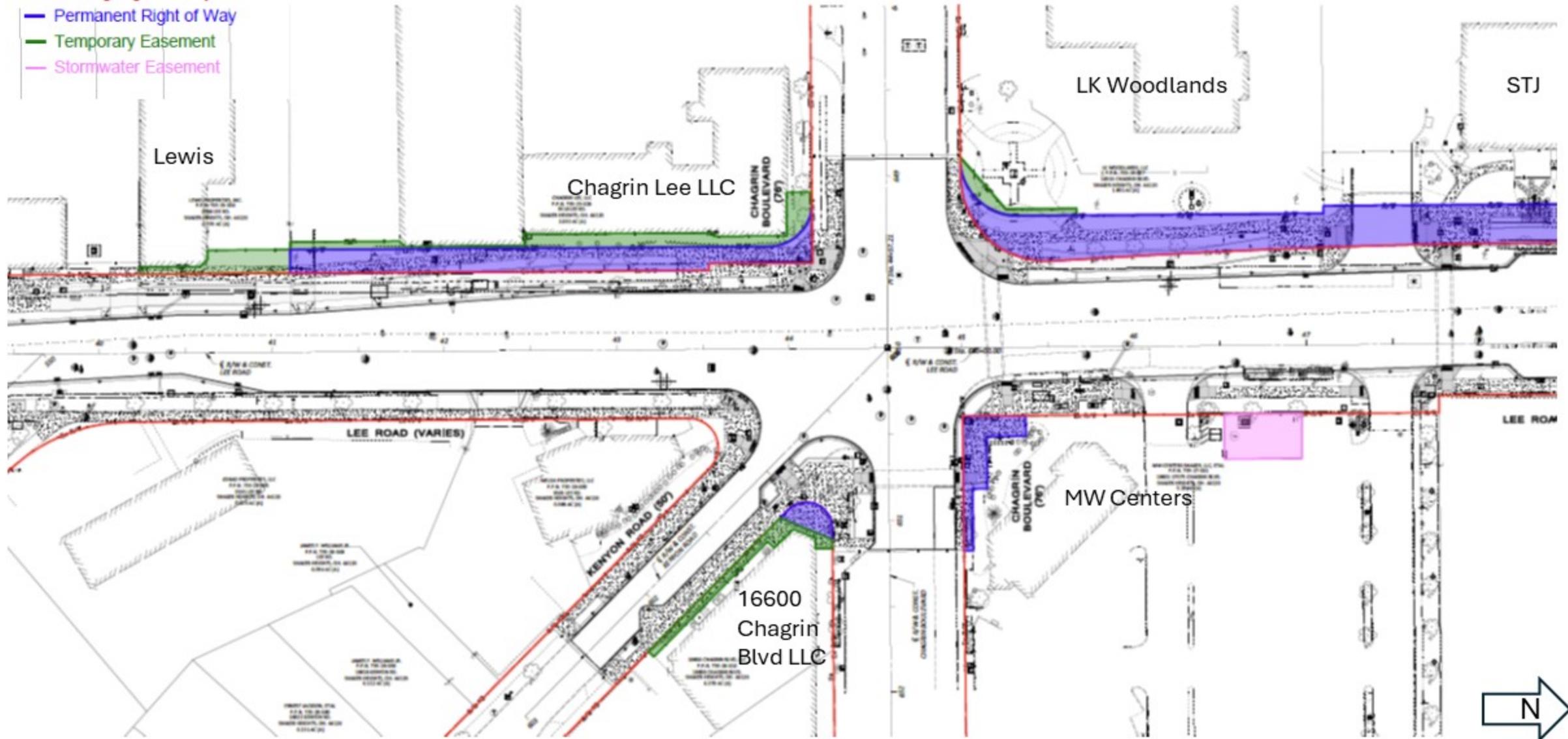
The Finance Committee reviewed and approved this request on February 17, 2026. There was a question regarding the impact and inconvenience to the property owners. The owners will be inconvenienced during construction and the impact is the small reduction in property size. Another question pertained to the situation where no agreement is reached with the property owner and legal recourse. The appropriation process includes filing and depositing funds with the Cuyahoga County Probate Court. This federally regulated process will allow the road project to proceed while the court process proceeds.

This is a request for the Council to acquire six (6) parcels of land and to appropriate four (4) parcels of land to acquire and clear ROW so that the Lee Road Complete Streets project can proceed on schedule. Right-of-Way cannot be certified to the Ohio Department of Transportation as being ready for construction until all ROW parcels have been secured either by Right of Entry Agreement or by filing a petition for appropriation, along with a check for the fair market value estimate, with the Probate Court of Cuyahoga County. This is also a request to dedicate these 6 parcels as ROW.

It is requested that council pass these ordinances on first reading and as an emergency to meet the ODOT deadline of February 17, 2026 to clear ROW.

Attachments: Right-of-Way Diagram

- Existing Right of Way
- Permanent Right of Way
- Temporary Easement
- Stormwater Easement



ORDINANCE NO:

BY:

Declaring the intent for and authorizing the acquisition of portions of real property at 3536 Lee Road (Parcel No. 735-25-030) for a temporary easement to enable improvements to Lee Road in the City, and declaring an emergency.

WHEREAS, the City is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the City's *Lee Road Action Plan*, including improvements to reduce the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, installing bike infrastructure and pedestrian improvements, and making streetscape improvements (the "Project"), which is being funded through federal and state funding requiring compliance with federal and state regulations; and

WHEREAS, the right-of-way cannot be certified to ODOT as being ready for construction unless and until all right-of-way parcels have been acquired either by agreement or by the filing of a petition for appropriation in Cuyahoga County Probate Court, together with payment of a deposit to the Court in the amount of the estimate of the fair market value; and

WHEREAS, portions of six properties in the City must be acquired for the Project as temporary or permanent easements to enable the Project to be constructed; and

WHEREAS, the City's agent, OR Colan, has endeavored to acquire the necessary portions of parcels through voluntary negotiation and settlement efforts with the property owners in order to complete the improvements to Lee Road in accordance with federal regulations; and

WHEREAS, to meet Ohio Department of Transportation ("ODOT") requirements, a portion of real property at 3536 Lee Road (Parcel No. 735-25-030), owned by Lewis Properties, Inc. and known as Lewis Electronics, must be acquired for a temporary easement for the construction of the Project.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Shaker Heights, State of Ohio, that:

Section 1. It is necessary and it is hereby declared to be the intent of this Council to acquire a temporary easement over a portion of the real property at 3536 Lee Road (Parcel No. 735-25-030) for the purpose of construction of the Project, and the property interest to be acquired is hereinafter described and further identified in Exhibit A, attached hereto and fully incorporated into this Ordinance. The property and its fair market value are further described as follows:

Property Owner: Lewis Properties, Inc.

Address: Lewis Electronics, 3536 Lee Road

Permanent Parcel No.: Parcel No. 735-25-030

Mailing Address: Lewis Properties, Inc. 23671 Letchworth Rd
Beachwood, OH 44122

Fair Market Value Estimate: \$2,950

Section 2. This Council finds and determines that the acquisition of the property interest set forth in Section 1 of this Ordinance is a proper public purpose associated with the improvements in accordance with Ohio Constitution Article I, Section 19, and Ohio Revised Code Section 719.01, and that a public necessity exists as set forth in the recitals to this Ordinance which requires the immediate use of the property interest in Exhibit A hereto for the Project.

Section 3. That the City is hereby further authorized to acquire the property interest described above and in Exhibit A by either appropriation or direct purchase, and the Mayor is hereby authorized to execute all necessary documents in the acquisition of said property interest in a form as approved by the Director of Law.

Section 4. That it is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including the Charter and Ordinances of the City.

Section 5. The necessity for the immediate effectiveness of this Ordinance is established because federal and state funds are being utilized for right-of-way acquisition on the Project and the City must progress on schedule for the Project in order to maintain project funding deadlines. Therefore, this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare, and for the further reason it is necessary to obtain immediate possession of the easement set forth in Exhibit A hereto to proceed with the Project without delay as set forth herein; wherefore, provided this Ordinance receives the affirmative vote of two-thirds of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

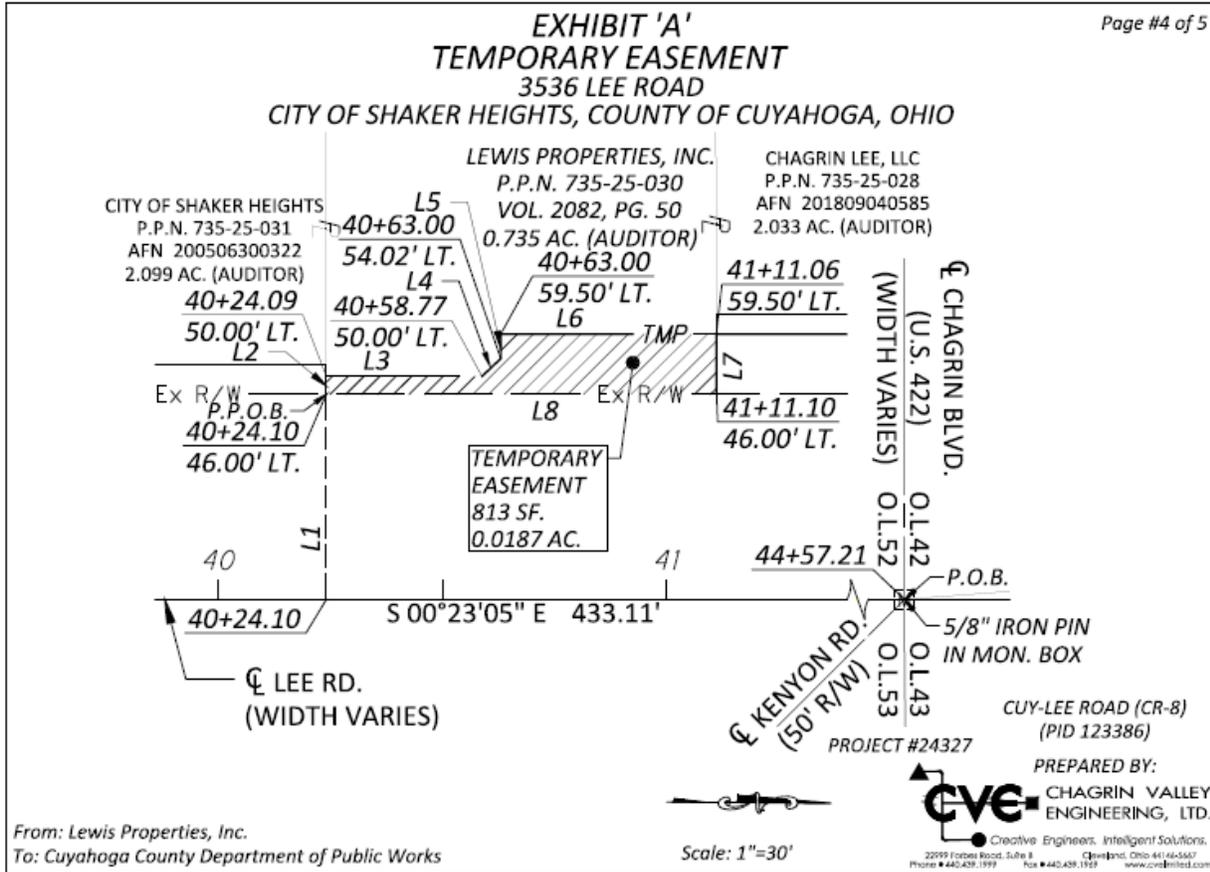
Adopted

Approved this ____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council





SHAKER HEIGHTS

Memorandum

To: Council

From: Joyce G. Braverman, Director, Planning
William M. Ondrey Gruber, Director, Law

cc: Laura Englehart, Director, Economic Development
Ramona Lowery-Ferrell, Director, Public Works
Christian Maier, Assistant Director, Public Works
Kara Hamley O'Donnell, Principal Planner

Date: February 17, 2026

Re: Lee Road Complete Streets
Authority to Appropriate, Acquire and Dedicate Right-of-Way

This memo recommends the acquisition of six (6) parcels of land and appropriation of four (4) parcels of land in order to clear the right-of-way (ROW) and proceed with the Lee Road Complete Streets project. This memo summarizes six (6) ordinances, one for each property.

The City of Shaker Heights is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the *Lee Road Action Plan*, a community-driven plan that creates a vision to comprehensively transform the area south of Van Aken Boulevard into a thriving corridor and commercial district that is attractive, walkable, bikeable, and transit-friendly. Roadway improvements include reducing the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, making way for bike infrastructure and pedestrian improvements. North of Van Aken Boulevard, in-road bike lanes will be added. South of Van Aken Boulevard, an off-road, sidewalk-level, two-way cycle track will be added, along with streetscape improvements. This will create a safer roadway for all users.

The City and Cuyahoga County Public Works are working with Chagrin Valley Engineering to design and engineer roadway, streetscape and utility improvements. The final plan package is due to the Ohio Department of Transportation (ODOT) by February 27, 2026 to put us on track for a spring bidding. To date, \$24.5M in grant funds have been secured to construct the improvements. OR Colan has been hired and is responsible for securing appraisals, making offers to property owners, and acquiring parcels needed for the ROW in accordance with federal regulations. The land being acquired are small areas along the current ROW which are needed for the project.

To meet ODOT requirements, portions of six properties need to be acquired. OR Colan has made offers to all property owners. However, there are only two (2) signed deals. In order to clear the ROW by the February 27 deadline, Council will need to authorize both acquisition of the property and appropriation of real property for the reconstruction of Lee Road. The appropriation guarantees ROW will be clear by the deadline. OR Colan will continue to work with the property owners to reach a deal on acquisition. Private property owners will be compensated based on appraisals and

offers of fair market value. Appropriation requires funds to be deposited with the Probate Court of Cuyahoga County, which are equal to the fair market value (FMV).

Authority to appropriate, Acquire and Dedicate

The parcels that require appropriation and the authorization to acquire as necessary ROW, per the ROW plat exhibits, and per fair market value appraisals, include:

PPN 735-25-028—Chagrin Lee LLC (Chagrin Lee Square – 16500 Chagrin), standard highway and temporary easements.

FMV estimate: \$92,500.

PPN 735-16-007—LK Woods, LLC (The Woodlands Assisted Living- 16333 Chagrin), standard highway and temporary easements.

FMV estimate: \$98,900

PPN 735-17-001—MW Centers Shaker, LLC (Shaker Towne Centre shopping center – 16601 Chagrin), standard highway and sewer easements.

FMV estimate: \$31,450

PPN 735-28-010—16600 Chagrin Boulevard, LLC (Irie Jamaican Kitchen building – 16600 Chagrin), standard highway and temporary easement.

FMV estimate: \$10,950

Authority to Acquire and Dedicate

The parcels that require authorization to acquire are:

PPN 735-25-030—Lewis Properties (Lewis Electronics – 3536 Lee), temporary easement.

FMV estimate: \$2,950

PPN 735-23-023, 026, 027—Nursery Partners LLC (Process Canine – 3710 Lee), temporary easement.

FMV estimate: \$5,000

Total estimate fair market value is: \$242, 250.

The process to acquire the ROW is as follows:

1. City receives and signs fair market value appraisals.
2. Council grants authority to acquire, appropriate, and dedicate parcels.
3. City deposits fair market value with the Probate Court of Cuyahoga County for those parcels without signed agreements.
4. City cuts checks for those parcels with signed agreements.
5. Probate Court process proceeds for those parcels filed and Probate Court cuts checks once agreement has been reached.
6. City dedicates as city roadway before construction is complete.

The funding for the ROW purchase includes: 2025 Capital Budget - \$250,000 and 2026 Capital Budget - \$100,000 for a total of \$350,000. The total Fair Market Value estimate for all parcels is \$242,250. This could increase due to counter offers and negotiation.

The Safety and Public Works committee reviewed and approved this request on February 5, 2026. Members asked for an update on the status of property owner acceptance of offers and about the appropriation process. The appropriation process will commence by the end of February if offers are not signed by then.

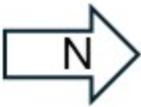
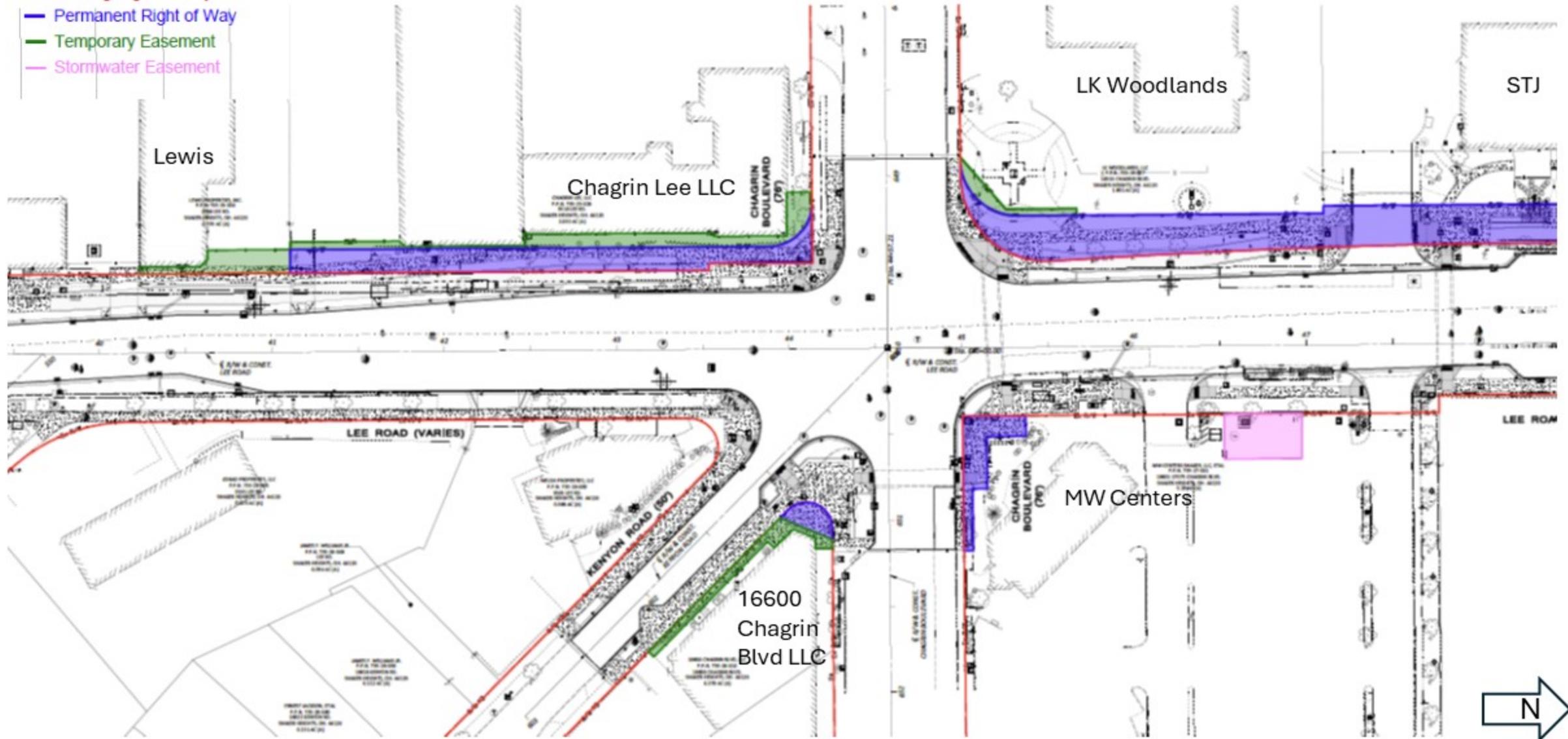
The Finance Committee reviewed and approved this request on February 17, 2026. There was a question regarding the impact and inconvenience to the property owners. The owners will be inconvenienced during construction and the impact is the small reduction in property size. Another question pertained to the situation where no agreement is reached with the property owner and legal recourse. The appropriation process includes filing and depositing funds with the Cuyahoga County Probate Court. This federally regulated process will allow the road project to proceed while the court process proceeds.

This is a request for the Council to acquire six (6) parcels of land and to appropriate four (4) parcels of land to acquire and clear ROW so that the Lee Road Complete Streets project can proceed on schedule. Right-of-Way cannot be certified to the Ohio Department of Transportation as being ready for construction until all ROW parcels have been secured either by Right of Entry Agreement or by filing a petition for appropriation, along with a check for the fair market value estimate, with the Probate Court of Cuyahoga County. This is also a request to dedicate these 6 parcels as ROW.

It is requested that council pass these ordinances on first reading and as an emergency to meet the ODOT deadline of February 17, 2026 to clear ROW.

Attachments: Right-of-Way Diagram

- Existing Right of Way
- Permanent Right of Way
- Temporary Easement
- Stormwater Easement



ORDINANCE NO:

BY:

Declaring the intent for and authorizing the acquisition of a portion of real property at 3710-3722 Lee Road (Parcel No. 735-23-023) for a temporary easement to enable improvements to Lee Road in the City, and declaring an emergency.

WHEREAS, the City is partnering with Cuyahoga County to enhance the Lee Road corridor as envisioned in the City's *Lee Road Action Plan*, including improvements to reduce the roadway from four lanes to three (one lane in each direction with a center turn lane) through most of the City limits, installing bike infrastructure and pedestrian improvements, and making streetscape improvements (the "Project"), which is being funded through federal and state funding requiring compliance with federal and state regulations; and

WHEREAS, the right-of-way cannot be certified to ODOT as being ready for construction unless and until all right-of-way parcels have been acquired either by agreement or by the filing of a petition for appropriation in Cuyahoga County Probate Court, together with payment of a deposit to the Court in the amount of the estimate of the fair market value; and

WHEREAS, portions of six properties in the City must be acquired for the Project as temporary or permanent easements to enable the Project to be constructed; and

WHEREAS, the City's agent, OR Colan, has endeavored to acquire the necessary portions of parcels through voluntary negotiation and settlement efforts with the property owners in order to complete the improvements to Lee Road in accordance with federal regulations; and

WHEREAS, to meet Ohio Department of Transportation ("ODOT") requirements, a portion of real property at 3710-3722 Lee Road (Parcel No. 735-23-023), owned by Nursery Partners LLC and known as Process Canine, must be acquired for a temporary easement for use for construction of the Project.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Shaker Heights, State of Ohio, that:

Section 1. It is necessary and it is hereby declared to be the intent of this Council to acquire a temporary easement over a portion of the real property at 3710-3722 Lee Road (Parcel No. 735-23-023) for the purpose of construction of the Project, and the property interest to be acquired is hereinafter described and further identified in Exhibit A, attached hereto and fully incorporated into this Ordinance. The property and its fair market value are further described as follows:

Property Owner: Nursery Partners LLC
Address: Process Canine, 3710-3722 Lee Road
Permanent Parcel No.: Parcel No. 735-23-023
Mailing Address: Nursery Partners LLC, 3706 Lee Road, Shaker Heights, OH 44120

Fair Market Value Estimate: \$5,000

Section 2. This Council finds and determines that the acquisition of the property interest set forth in Section 1 of this Ordinance is a proper public purpose associated with the improvements in accordance with Ohio Constitution Article I, Section 19, and Ohio Revised Code Section 719.01, and that a public necessity exists as set forth in the recitals to this Ordinance which requires the immediate use of the property interest in Exhibit A hereto for the Project.

Section 3. That the City is hereby further authorized to acquire the property interest described above and in Exhibit A by either appropriation or direct purchase, and the Mayor is hereby authorized to execute all necessary documents in the acquisition of said property interest in a form as approved by the Director of Law.

Section 4. That it is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including the Charter and Ordinances of the City.

Section 5. The necessity for the immediate effectiveness of this Ordinance is established because federal and state funds are being utilized for right-of-way acquisition on the Project and the City must progress on schedule for the Project in order to maintain project funding deadlines. Therefore, this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare, and for the further reason it is necessary to obtain immediate possession of the easement set forth in Exhibit A hereto to proceed with the Project without delay as set forth herein; wherefore, provided this Ordinance receives the affirmative vote of two-thirds of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

Adopted

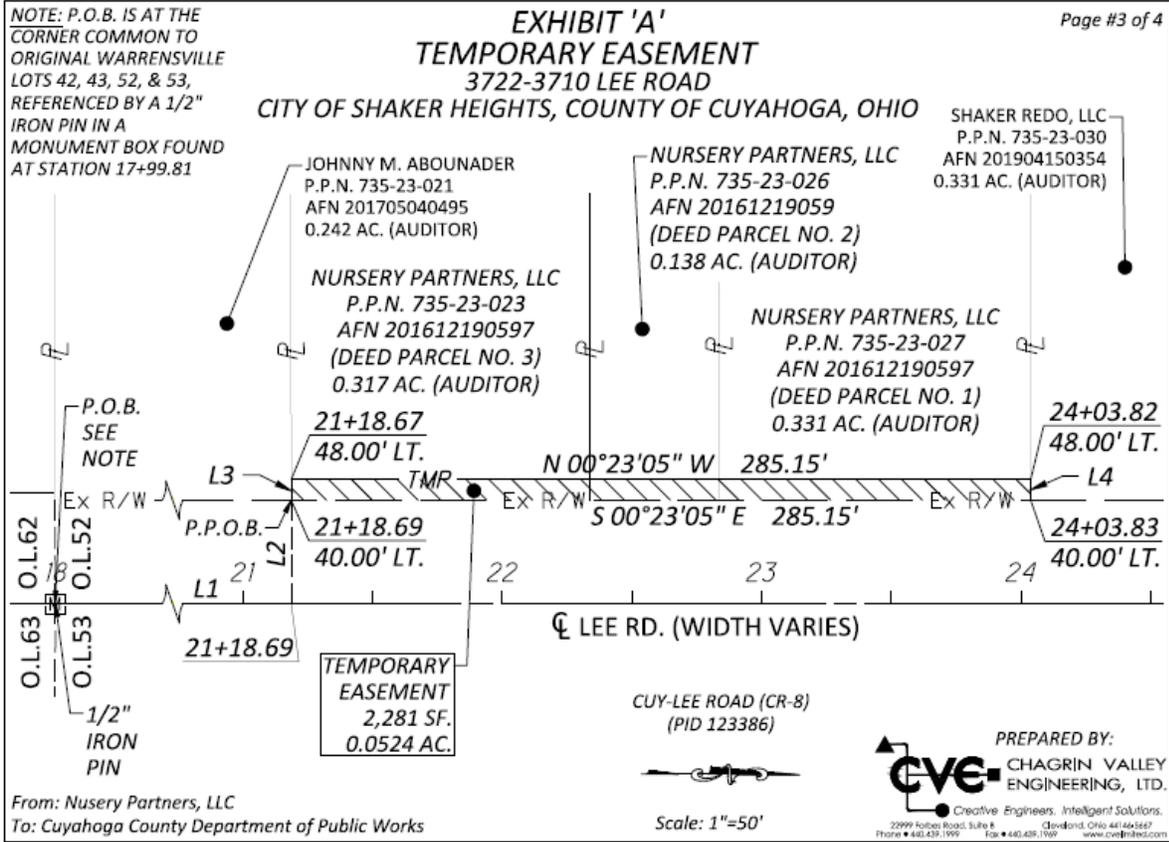
Approved this ____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council

EXHIBIT A





SHAKER HEIGHTS

Memorandum

To: Members of City Council

From: Ramona Lowery-Ferrell, Director, Public Works

cc: Mayor David E. Weiss
 Chief Administrative Officer Matt Carroll
 Christian Maier, Asst. Director of Public Works Infrastructure
 Anthony Smith, Sewer & Streets Superintendent

Date: February 23, 2026

Re: **Cuyahoga County Department of Public Works 2026 Sewer Maintenance Agreement**

Since 2012, the City of Shaker Heights has been using the Cuyahoga County Department of Public Works (CCDPW) to augment Public Works staff related to sewer maintenance activities and capital improvements. In general, these services consisted of cleaning and inspection of laterals & mains. Public Works has also used the County to perform sewer repairs and other improvements such as installation of cured in place pipes (CIPP) liners to reduce infiltration & inflow and manhole rehabilitation. When conducting extensive sewer repairs and CIPP liners, the County also provides an engineer and inspector to ensure quality control. As depicted in the table below, Public Works use of CCDPW's has varied over the past 13 years.

YEAR	MAINTENANCE	CAPITAL	TOTAL
2012	\$260,000.00	\$0.00	\$260,000.00
2013	\$300,000.00	\$37,632.50	\$337,632.50
2014	\$592,000.00	\$0.00	\$592,000.00
2015	\$400,000.00	\$400,790.00	\$800,790.00
2016	\$400,000.00	\$749,732.00	\$1,149,732.00
2017	\$225,000.00	\$282,118.00	\$507,118.00
2018	\$95,000.00	\$1,563,189.00	\$1,658,189.00
2019	\$112,500.00	\$2,175,873.00	\$2,288,373.00
2020	\$115,000.00	\$0.00	\$115,000.00
2021	\$200,000.00	\$574,892.00	\$774,892.00
2022	\$110,164.00	\$225,000.00	\$335,164.00
2023	\$175,000.00	\$315,000.00	\$490,000.00
2024	\$100,000.00	\$0.00	\$100,000.00
2025	\$50,000.00	\$450,000.00	\$500,000.00
Total =	\$3,134,664.00	\$6,774,226.50	\$9,908,890.50

The original contract with CCDPW was renewed annually. In December 2025, the County provided a new agreement that would be effective for 2026, with the option to renew in 2027. The core services provided by the County would essentially remain the same. The new agreement would have an annual cap of \$500,000. Given the new direction of the Department to perform more sewer maintenance activities “in-house”, this amount is a reasonable. Funds would come from a combination of sewer maintenance and sewer capital. CCDPW services provides another resource the City can use for sewer maintenance and select capital improvement projects.

We presented our recommendation to the Safety & Public Works Committee on February 5, 2026 and it was passed unanimously.

Citizen member Hren inquired if our request includes extending the option to renew the contract for 2027. No, Public Works will come back in 2027 for a contract renewal.

Council member Chengelis asked is the \$500,000 cap was reasonable. Yes, Public Works has reviewed previous years sewer maintenance efforts and feels the \$500,000 cap is reasonable.

Council member Moore mentioned her surprise at the reduction in sewer maintenance costs for services provided by the County. Director Lowery-Ferrell stated the Department is going in a new direction and we are performing more sewer services “in-house”. Additional equipment, such as the camera truck, the hiring of a Sewer Superintendent and the creation of a sewer department has enabled the Department to provide sewer maintenance services to residents, with less reliance on the County.

We presented our recommendation to the Finance Committee on February 17, 2026 and it was passed unanimously.

Council member Moore inquired how the new contract was impacted and how these services will be used as Shaker Public Works is performing more sewer maintenance “in house”. Public Works is primarily using the County for after-hours sewer calls. With the additional staff and equipment allocated for “in house” services, there will be less reliance on using the County.

As a follow-up question, Council member Moore asked if other municipalities are using the County’s service for sewer maintenance. Yes, other communities are using the County for sewer services but Public Works is unaware of the individual agreements with these municipalities.

We requesting authority from City Council to enter into an agreement with the Cuyahoga County Department of Public Works for sewer maintenance services in the amount of \$500,000.00. We request this legislation be passed as an emergency and under suspension of the rules so we proceed with this much-needed project.

ORDINANCE NO.

BY:

Authorizing a one-year agreement with the Cuyahoga County Department of Public Works for sewer maintenance services for the period January 1, 2026 through December 31, 2026, at a not-to-exceed cost of \$500,000, and declaring an emergency.

WHEREAS, since 2012, the City has had an annual contract with the Cuyahoga County Department of Public Works (CCDPW) to augment City staff related to sewer maintenance activities and capital improvements, and the services include cleaning and inspecting laterals and mains; and

WHEREAS, under the agreement, the City has also used CCDPW to perform sewer repairs and other improvements such as installation of cured in place pipes (CIPP) liners to reduce infiltration & inflow and manhole rehabilitation, and when conducting extensive sewer repairs and CIPP liners, CCDPW also provides an engineer and inspector to ensure quality control; and

WHEREAS, in December 2025, the City received a new agreement from CCDPW with similar terms along with an annual cap of \$500,000; and

WHEREAS, the Director of Public Works recommends that the City enter into a one year agreement with CCDPW for sewer maintenance services from January 1, 2026 through December 31, 2026, at a not-to-exceed cost of \$500,000.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Shaker Heights, State of Ohio:

Section 1. This Council hereby authorizes the Mayor to enter into a one year agreement with the Cuyahoga County Department of Public Works (CCDPW) for sewer maintenance services from January 1, 2026 through December 31, 2026, at a not-to-exceed cost of \$500,000. Said Agreement shall be in the form as approved by the Director of Law.

Section 2. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reason that it is necessary in the current operation of the City so that the City can effectively provide necessary sewer maintenance services in 2026 and, therefore, this ordinance shall take effect immediately upon its enactment and approval by the Mayor.

Enacted

Approved this ____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council

coun26/0223County-SewerMaintenance2026



SHAKER HEIGHTS

Memorandum

To: Members of City Council
From: Laura E. Englehart, Director of Economic Development
cc: David E. Weiss, Mayor
Matthew Carroll, Chief Administrative Officer
William Gruber, Director of Law
Date: February 23, 2026
Re: Fourth Amendment to Development & Use Agreement for the Van Aken District

The Economic Development Department requests City Council approval of a fourth amendment to the Development & Use Agreement (D&U) between the City and the developer of the Van Aken District. This amendment would:

- (1) extend the developer's exclusive purchase option on the development site at the northwest corner of Chagrin Blvd. and Warrensville Center Road (the "Corner Property") through August 10, 2029 (the current end of the developer's right of first refusal period);
- (2) remove any and all right of first refusal;
- (3) upon exercise of the purchase option, require the developer to pay a purchase price of \$140,420.81 (which is equal to half the City's cost of moving an existing CEI line out of the Corner Property); and
- (4) extend the developer's obligation to provide a plan for Shaker Plaza through August 10, 2030, two years after the current end of the right of first refusal period.

As you know, the phased Van Aken District development was thoughtfully planned with significant community engagement over many years. Phased development remains in progress.

- The first phase of new development officially opened in 2019 with 100,000 square feet of retail, 60,000 square feet of office space, and 103 apartments all centered around a public park and immediately adjacent to the blue line rapid transit station.
- The second phase of development, called the RAYE, opened in early 2025 with 228 luxury apartment units, bringing a new housing option to Shaker, creating significant activity on a long-vacant parking lot, and adding density to further the success of the greater Van Aken District. The significantly larger scale and iconic design of the RAYE, combined with the effects of the global health pandemic, led to design and construction timelines that went beyond those anticipated in the original D&U.
- Simultaneously, the City moved forward and selected another development partner via a competitive Request for Proposals (RFP) process for a third phase of development on the long-vacant former Qua Buick site, 3393 Warrensville Center Road. Construction of the Arcadia mixed-use development project will house 141 apartments (including 25 units set

aside for households earning 80-100% of Area Median Income), second floor office space that will house RDL Architects, and first floor retail wrapping a ground-level parking garage. Construction began in the second quarter of 2025. It is slated for completion by early 2027.

- The Corner Property has long been slated to be a future phase of development. Under the original D&U, this site was originally planned to include additional mixed-use development featuring an office tower with active ground floor uses and more parking. Despite some economic recovery after significant pandemic-driven market disruptions, today's market conditions and office environment will still not support construction of a new office tower. Additional time is needed to evaluate development options and plans for this site. Furthermore, extended timelines for the two prior phases have also lengthened the time horizon for development of the Corner Property.
- Future development phases may also include reinvestment in or redevelopment of Shaker Plaza (which is owned by the developer of the Van Aken District) as well as additional prospective sites east of Warrensville and south of Chagrin.

The Van Aken District developer's exclusive option to develop the Corner Property recently expired and the developer currently holds a Right of First Refusal (ROFR) for the site. During this ROFR period, through August 10, 2029, the City would not likely be able to successfully market the site and work with a new developer to purchase and develop the Corner Property while being required to offer the same development option to our current developer partner. We also continue to have a good working relationship and positive conversations about future District development with our long-term partners at the Van Aken District.

Request and Recommendation

To align the timing of Corner Property development with prior phases, in consideration of economic and market conditions, and in light of our long-standing working relationship with the Van Aken District developer, the Economic Development Department recommends a fourth amendment to the D&U to extend the Van Aken District developer's exclusive purchase option through August 10, 2029 (the end of current right of first refusal period) and to remove all rights of first refusal. Additionally, the purchase price for exercising the option would increase from \$100 under the current D&U to \$140,420.81 to help the City recoup its costs to move a CEI line located within the Corner Property. Finally, to better align with a new phased development timeline, the proposed fourth amendment to the D&U would also extend the timeline for the developer to provide a future plan for reinvestment in and redevelopment of Shaker Plaza to August 10, 2030.

The Neighborhood and Economic Development Committee unanimously recommended approval of this item at its meeting on January 14, 2026. The committee discussed the basis for changing the purchase price to be half the utility line cost as an effort to try to recoup some of the city's typical predevelopment costs. Additionally, in response to committee inquiries, staff discussed how the developer, The Max Collaborative (formerly RMS), has shown commitment to conducting the necessary market studies and other predevelopment evaluations to propose an alternative mix of uses for the site. No proposed plans have been submitted at this time.

The Finance Committee unanimously recommended approval of this item at its meeting on January 20, 2026. In response to a committee member question about why the Right of First Refusal would

be eliminated, staff confirmed that the proposed extension of the developer's option would extend through the end of the current ROFR period, effectively replacing the ROFR.

The Economic Development Department requests Council approval a fourth amendment to the Development & Use Agreement (D&U) as described above. This item is requested on first reading to provide certainty in an uncertain market and prevent delay in executing the amendment.

ORDINANCE NO.

BY:

Authorizing a fourth amendment to the Development and Use Agreement with Van Aken Shopping Center Ltd. ("VASC") to extend VASC's exclusive option to purchase the City-owned property at the northwest corner of Chagrin Blvd. and Warrensville Center Road.

WHEREAS, in Ordinance No. 16-02, enacted on February 22, 2016, this Council authorized a Development and Use Agreement (the "D&U") with Van Aken Shopping Center Ltd. ("VASC"), an affiliate of RMS Corporation, which Agreement was effective on August 12, 2016, for the first phase of the Van Aken District Development Project (the "Project"); and

WHEREAS, the D&U was amended three times pursuant to the authority granted by Council in Ordinance No. 16-137, enacted on December 19, 2016, in Ordinance No. 17-03, enacted on January 23, 2017, and in Ordinance 22-73, enacted on July 11, 2022; and

WHEREAS, the City and VASC have agreed to a fourth amendment of the Development and Use Agreement in furtherance of several provisions of the Agreement, and to extend the exclusive option to VASC to purchase the City-owned property at the northwest corner of Chagrin Boulevard and Warrensville Center Road (the "Corner Property") from August 10, 2024 to August 10, 2029, and to remove all rights of first refusal; and

WHEREAS, the purchase price for exercising the option would increase from \$100 under the current D&U to \$140,420.81, to reimburse the City for a portion of the cost to pay the Illuminating Company to move a high-voltage electric service line providing power to the GCRTA rapid transit station, which is currently located under and would be a hindrance to the development of the Corner Property, and the amendment would also extend the timeline for VASC to provide a plan for redevelopment of Shaker Plaza to August 10, 2030.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Shaker Heights, State of Ohio:

Section 1. The Mayor is hereby authorized to enter into a fourth amendment of the Development and Use Agreement with Van Aken Shopping Center Ltd. substantially as set forth in this Ordinance. Said fourth amendment shall be in the form as approved by the Director of Law.

Section 2. This ordinance shall take effect from and after the earliest time allowed by law.

Enacted

Approved this ____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council

coun26/0223FOURTHAMNDDevAgrVanAken



SHAKER HEIGHTS

Memorandum

TO: City Council

FROM: Michael Peters, Sustainability Coordinator

CC: Mayor David E. Weiss
Matt Carroll, Chief Administrative Officer

DATE: February 23, 2026

RE: **Request for Approval of Citywide Food Waste Collection (Composting) Program**

Background

The City began collecting food waste (that is subsequently composted into soil) in 2019 through various programs, including a public drop off site and an initial pilot at Fire Station 1. This has grown to today's programs that include:

- six public collection points (the five elementary schools and the Main Library),
- a separate program that collects food waste from the majority of the City Schools,
- an additional three paid drop off sites in the City (The Dealership, Unitarian Universalist Congregation, and The Nature Center), and ,
- a paid opt-in residential pick up program for residents.

This has resulted in total collected food waste of roughly 600,000 pounds per year since 2022.

The current citywide program originated in a pilot in the Lomond neighborhood, which collected over 30,000 pounds and led to the Sustainability Committee recommending a citywide program starting in 2025. An allocation of \$75,000 was included in the 2025 City Operating Budget for this purpose in addition to a small allocation in the Sustainability budget for collection in City buildings.

The citywide program, which began on April 22, 2025, collected 138,517 pounds from 1,155 participating households. The first month saw nearly 800 households sign up and we continue to have new participants joining each month. This food waste is estimated to create 307 cubic yards of finished soil.

There are no known vendors offering food waste collection services in our region aside from Rust Belt Riders and therefore competitive bidding is requested to be waived. The City has had a very positive working relationship with Rust Belt Riders since 2019.

Please also see the attached year-end report from Rust Belt Riders for additional program results.

CITY OF SHAKER HEIGHTS

3400 Lee Road Shaker Heights, Ohio 44120 P 216.491.1400 F 216.491.1465 Ohio Relay Service 711
shakeronline.com www.shaker.life

Request

The Sustainability Committee expressed strong support for the program and pointed to the success of both the households engaged and the amount of food waste collected. It unanimously recommended approval by City Council.

The Finance Committee likewise shared unanimous support for continuing the program, with Citizen Member Martin Kolb recounting how several of his neighbors had expressed their appreciation for the program.

City Council is requested to authorize an appropriation of \$125,000 from the General Operating Fund for the contract with Rust Belt Riders for the 2026 Citywide Composting Program.

This action is requested to be approved on first reading and as an emergency to allow for signature by the Mayor of the contract as Rust Belt Riders has continued to operate the program since the last contract expired on December 31, 2025.

Shaker Heights City-Wide Composting Program 2025 Year-End Report



Mayor Weiss adding the first food scraps to the new bins at the Shaker Library

First Year Statistics

Shaker Heights' full, city-wide municipal composting program with Rust Belt Riders **opened on Earth Day, April 22nd, 2025**. It includes 5 elementary school sites and the main library branch. Prior to this, the program began as a pilot site at Lomond Elementary, where enrollment was limited to the immediate neighborhood.

In only 8 months of the free Shaker Composting Program being open city-wide, we saw

- **1155 households** participating
 - Many new to the practice of composting
- **138,517 lbs. (69.26 tons) of material collected** in the municipal program to date
 - This equals **307 cubic yards of soil** created
 - This equals **60.65 tons of carbon emissions** offset

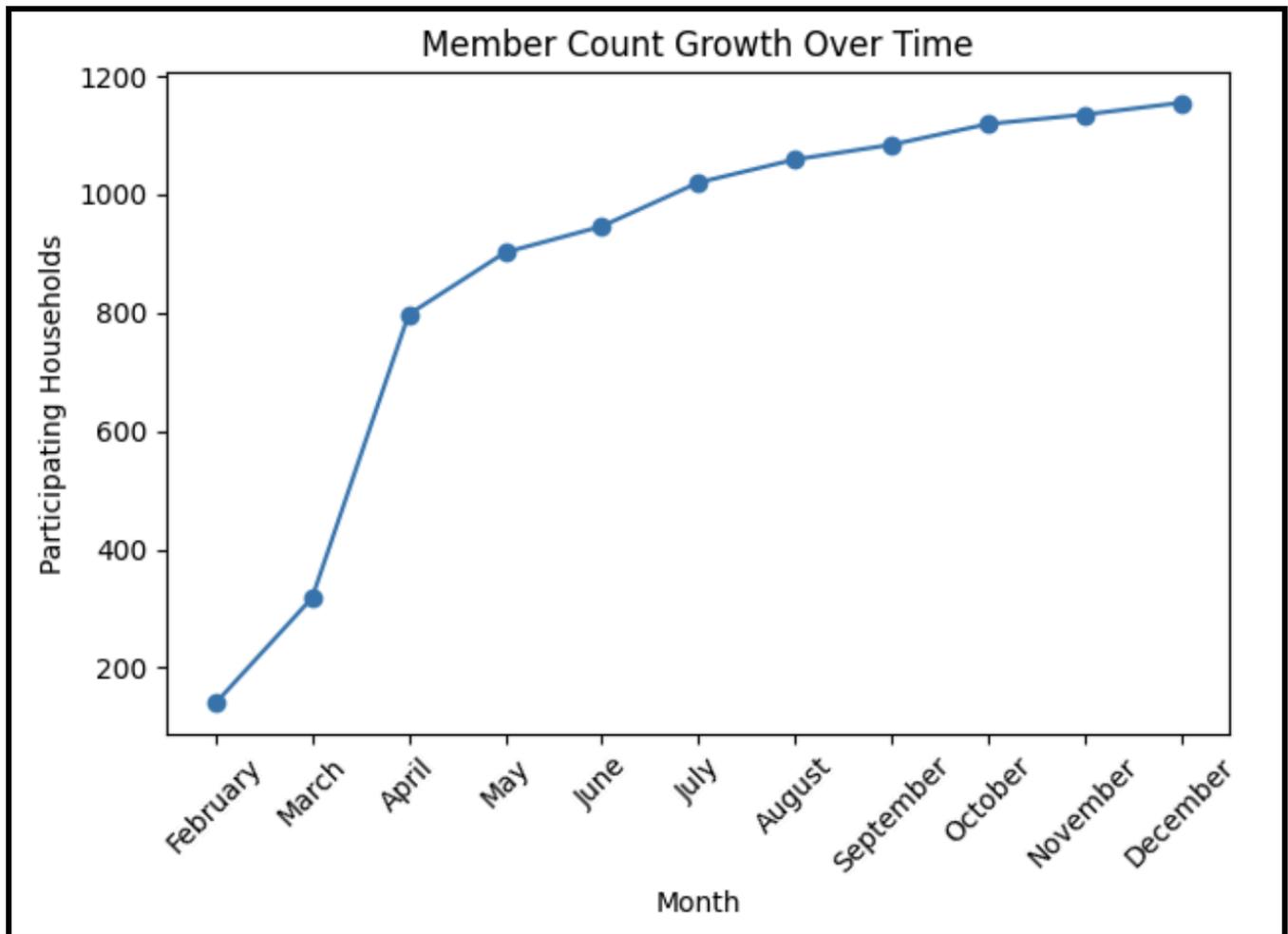
- Average of **over 17,000 lbs. collected monthly!**



Growth! Before and After

After the program became **free for residents through city funding**, we saw a **huge increase in participation and diversion**.

Participation went **from 129 households in the Lomond pilot to over 800 households in the first month** that city-wide service opened. After 9 months, we are up to **1155 households (see graph below)**:



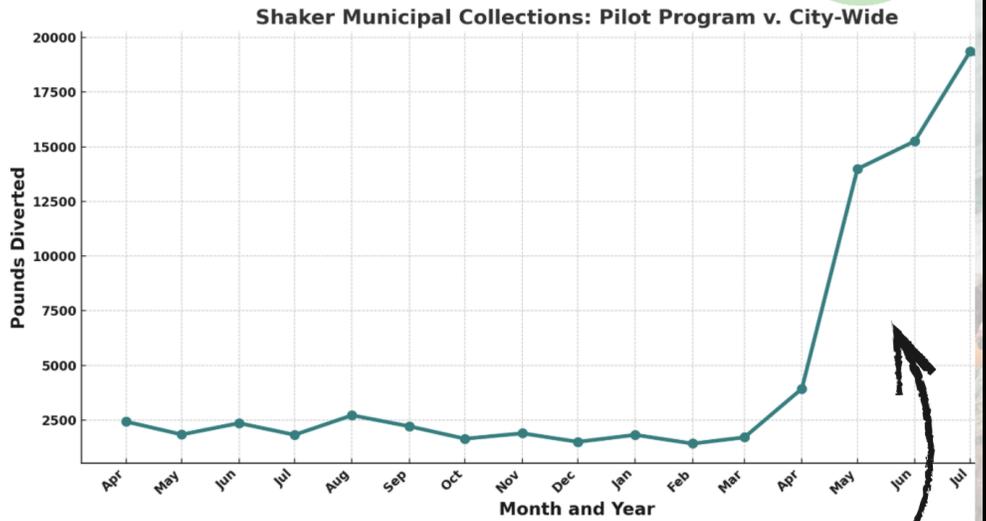
Material collection increased more than 7x.

The increase in participation has been matched with an even greater increase in diversion. Shaker went from collecting **an average of 1,950 lbs. of food scraps per month to 16,600 lbs. per month** (see graph below):



Shaker is City-Wide!

Free access at 6 new sites resulted in a huge increase in material diverted.



BEFORE

Pilot program averaged 1,950 lbs./month

AFTER

City-wide averaging 16,600 lbs./month

City-wide service increased collections 7x!

Monthly collection statistics continue to climb!

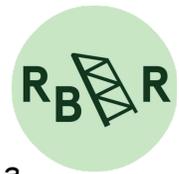
	April	May	June	July	August	September	October	November	December	TOTAL
# of Households	797	902	946	1,020	1059	1084	1119	1135	1155	1155
# of 64-Gal. Bins Serviced	38	81	88	95	106	93	99	86	134	820
Material Collected (lbs.)	3,935	13,985	15,259	19,375	17,765	15,400	16,027	15,521	21,250	138,517

Testimonials

The residents of Shaker Heights LOVE this program! Here is some feedback:

We love this new free program! We had always supported composting in theory but had never done it at home or participated in a program. But we signed up as soon as we heard about the free program in Shaker, and have been using it easily ever since. We just use an old lidded bucket to collect at home, and then carry it over to the collection location when full - so convenient! –Emily

I'm so happy that the City of Shaker Heights is collaborating with Rust Belt Riders to bring the composting program to our community. My trash is nearly half of what it was prior to using the service. Any small thing we can each do to help the planet does make a difference. –Jane
I was thrilled to see Shaker was offering free composting services. We were already paying for drop off service, but the new locations are much closer to



home. No more 15 minute walks in freezing weather just to drop off compost! It's a no-brainer way to reduce emissions and I'm proud to live in a community that is focused on sustainability and the future. –Janelle



New accessible bins at the library



Ribbon-cutting for the Shaker Library Site



Rust Belt Riders extends our sincere thanks to the City of Shaker Heights for its leadership and commitment to sustainability. In just eight months, the free Shaker Composting Program engaged 1,155 households, many composting for the first time, and diverted 138,517 pounds (69.26 tons) of food scraps from landfill. That material is being transformed into an estimated 307 cubic yards of finished soil, avoiding over 60 tons of carbon emissions.

These early results demonstrate the power of municipal partnership and community participation to deliver meaningful environmental impact. We are excited to continue this wonderful program in 2026.

Thank you!

Natalie Senturk, Robert Kurtz, and the entire Rust Belt Riders Team

ORDINANCE NO.

BY:

Accepting a proposal and authorizing a personal services agreement with Rust Belt Riders, without competitive bidding, in an amount not-to-exceed \$125,000 for a one-year period, for the Citywide Food Waste Collection and Composting Program, and declaring an emergency.

WHEREAS, pursuant to Ordinance 25-13, enacted on January 24, 2025, the City entered into a Contract with Rust Belt Riders effective January 1, 2025, and expiring on December 31, 2025, to provide a City-wide food waste collection and composting program with drop off sites at the five elementary schools and the Main Library (the "Program"); and

WHEREAS, the City received a proposal from Rust Belt Riders to continue the Program, and due to the Program's success, the Sustainability Coordinator recommends the continuation of the Program; and

WHEREAS, pursuant to Section 141.03 of the Codified Ordinances, this Council has determined that the City should enter into a personal services agreement without competitive bidding with Rust Belt Riders at the rates set forth in its proposal, for an amount not-to-exceed ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$125,000) for a one-year period from January 1, 2026 through December 31, 2026, for the Citywide Food Waste Collection and Composting Program.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Shaker Heights, State of Ohio:

Section 1. This Council hereby accepts the proposal of Rust Belt Riders, at the rates set forth in its proposal, for an amount not-to-exceed ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$125,000), for a one-year period for the Citywide Food Waste Collection and Composting Program.

Section 2. The Mayor is hereby authorized to enter into a personal services contract with Rust Belt Riders, without competitive bidding, in an amount not-to-exceed ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$125,000) for a one-year period for the Citywide Food Waste Collection and Composting Program. Said agreement shall be in the form as approved by the Director of Law.

Section 3. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reason that it is necessary in the current operation of the City and, further, so that this important program can continue without interruption and, therefore, this ordinance shall take effect immediately upon its enactment and approval by the Mayor.

Enacted

Approved this ____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council
coun26/0223rustbeltriders



Memorandum

TO: Members of City Council

FROM: Matt Carroll, Chief Administrative Officer

CC: Mayor David E. Weiss

DATE: February 17, 2026

RE: Recommendation to Enter into a Contract with Coventry Land Company LLC. in the Amount Not-to-Exceed \$55,313 for Sustainability Consulting Services for the Period March 1, 2026 through February 28, 2027.

This proposed contract with Coventry Land Company is directly tied to the creation of City Council's Sustainability Committee in 2019 to formalize sustainability policies and priorities for the City. The Committee is currently chaired by Council member Tenille Kaus and includes other Council members and residents as its members. Michael Peters of Coventry Land Company LLC is the consultant who serves as the Sustainability Coordinator for the City and works with the Sustainability Committee and its subcommittees. The contract with Coventry Land Company LLC expires on February 28, 2026, and it is recommended that the contract be renewed for an eighth year.

In 2019, Council began including funds in the General Fund budget for a Sustainability Coordinator to support the Sustainability Committee and provide assistance in making recommendations for, and implementing, energy-efficiency and cost-saving initiatives, and to research and recommend best practices for City-wide sustainability. Coventry Land Company LLC was selected in 2018 after a competitive request for proposal process to provide consulting services for sustainability initiatives. Funding has been included in the 2026 General Fund budget to continue these services.

In addition to managing the agenda for the monthly Sustainability Committee meetings, Mr. Peters' 2025 - 2026 accomplishments include, among others:

- Coordinating promotion of City's sustainability initiatives on shakeronline.com via social media, and in *Shaker Life* magazine.
- Oversight of the work and budgets for the three Sustainability Committee's subcommittees, including Grow not Mow sites, Shaker Schools composting program, promotion of rooftop solar, etc.
- Management of Rust Belt Riders composting program. This program was extended to all City residents in 2025.

Last year's contract was in the amount of \$53,842; an increase of 2.75% is requested for 2026-2027.

This recommendation was presented to the Sustainability Committee on February 12, 2026 and was unanimously approved. Council members praised the wide-ranging expertise, availability, and creativity of Mr. Peters and the significant value his work has brought to the City of Shaker Heights and its residents.

This recommendation was also presented to the Finance Committee on February 17, 2026 and was unanimously approved. Council members noted Coventry and Mr. Peters' remarkable work in the field and his value to the city.

Based on Mr. Peters' accomplishments to date, his successful work with the Sustainability Committee, and to provide for continuity in the leadership of the City's sustainability initiatives, it is recommended that the Committee approve the recommendation for a contract with Coventry Land Company LLC in the not-to-exceed amount of \$55,313 for sustainability consulting services for the period March 1, 2026 through February 28, 2027. This action is requested on first reading and as an emergency so the contract with Mr. Peters can continue with no interruption.

ORDINANCE NO.

BY:

Authorizing a personal services contract with Coventry Land Company, LLC, in a total not-to-exceed amount of \$55,313, for professional sustainability consulting services for the period March 1, 2026 through February 28, 2027, and declaring an emergency.

WHEREAS, Council's Sustainability Committee was established in 2019 to formalize sustainability policies and priorities, and Michael Peters of Coventry Land Company, LLC has served as the City's Sustainability Coordinator and works with the Sustainability Committee; and

WHEREAS, pursuant to the authority granted in Ordinance 25-20, enacted on January 24, 2025, the City entered into a contract with Coventry Land Company, LLC for sustainability consulting services for the period March 1, 2025 through February 28, 2026; and

WHEREAS, the Chief Administrative Officer has recommended that the City enter into a new one-year personal services contract for professional sustainability consulting services with Coventry Land Company, LLC, to continue the City's support for sustainability policies and priorities, in a total not-to-exceed amount of FIFTY-FIVE THOUSAND THREE HUNDRED THIRTEEN DOLLARS (\$55,313); and

WHEREAS, Section 141.03 of the Codified Ordinances of Shaker Heights authorizes Council, pursuant to the Charter of the City, to approve the expenditure of funds in an amount greater than \$50,000 without formal competitive bidding for personal services.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Shaker Heights, State of Ohio:

Section 1. The Mayor is hereby authorized and directed to enter into a personal services contract with Coventry Land Company, LLC to provide professional sustainability consulting services, in a total not-to-exceed amount of FIFTY-FIVE THOUSAND THREE HUNDRED THIRTEEN DOLLARS (\$55,313) for the period from March 1, 2026 through February 28, 2027. Said contract shall be in the form as approved by the Director of Law.

Section 2. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reason that it is necessary in the current operation of the City in order to continue the sustainability services without interruption and, therefore, this ordinance shall take effect immediately upon its enactment and approval by the Mayor.

Enacted

Approved this _____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council
coun26/0223coventrylandcompany



Memorandum

To: City Council
From: Director of Finance, John J. Potts
cc: Mayor, David E. Weiss
Chief Administrative Officer, Matt Carroll
Date: February 23, 2026
Re: Additional Cooperative (Co-op) Purchasing Program – Sourcewell

Background

City Council has previously authorized the Administration, through a Codified Ordinance, Section 141.10, to make purchases through certain governmental purchasing programs, where the contractors in such programs have been selected through a competitive bidding process and selected as the lowest and best bidders.

The specific programs that Council has pre-authorized in this manner are:

- Ohio Department of Administrative Services (ODAS)
- Ohio Department of Transportation (ODOT)
- Ohio Schools Council Cooperative Purchasing Program
- Cuyahoga County Department of Public Works
- United States General Services Administration (GSA).

The City can, through these ordinances, make purchases over \$50,000 without approval by Council (except as to appropriation), and without the City having to conduct its own competitive bidding process. Through these programs, the City can purchase supplies, services, equipment and certain materials for any City department that needs to make such a purchase, as long as there is a State awarded contract that allows municipalities to contract with the particular vendor or contractor.

Various City Departments, including Police, Fire, Public Works, IT, and Recreation are proposing that the City enact a codified ordinance authorizing any City department to utilize another Cooperative Purchasing Program called Sourcewell as an option to procure goods and services for the City.

Sourcewell is a government agency with over 40 years of service helping state and local government and education entities with procurement activities. Sourcewell is a primary resource for local government purchasing because it functions as a government agency itself, providing pre-vetted, competitively solicited contracts that allow public entities to bypass the long and costly Request for Proposal (RFP) process.

Utilizing Sourcewell, like other Cooperative Purchasing Programs, allows us to leverage buying power in order to negotiate streamlined contracts with commercial businesses, much like we currently do with our other Cooperative Programs.

Some of the key reasons to use Sourcewell, like our other Co-op programs are:

- Time and Efficiency – Local governments can forego the traditional multi-month solicitation process. By using pre-negotiated contracts, we can obtain quotes and finalize purchases in weeks rather than months.
- National Buying Power – Sourcewell leverages the collective purchasing volume of over 50,000 participating agencies to secure competitive pricing that individual local governments may not achieve alone.
- Compliance and Accountability: Because Sourcewell is a local unit of government (established under Minnesota statute), its solicitation process is designed to meet or exceed local and national public procurement requirements, ensuring "audit-ready" documentation.
- No Cost to Join: Membership is free for all government, education, and nonprofit entities. There are no participation fees, minimum purchase commitments, or obligations.
- Local Support: While contracts are awarded at the manufacturer level, they are often delivered and serviced by local dealers, keeping taxpayer dollars in the community while benefiting from national pricing.

The Police Department believes it can make good use of this program for purchases such as ballistic vests, office furniture, electronic speed radar signs, tasers, and Police vehicle equipment (lights, sirens, and other upfitting). The Fire Department also believes that Sourcewell would be a welcome addition as a new Co-op for purchases from ambulance manufacturers, fire truck manufacturers, firefighting gear, medical equipment, and other firefighting equipment. Both Police and Fire have stated that adding Sourcewell as a Co-op option will provide significant financial and operational advantages. Sourcewell offers competitively solicited contracts that allow us to procure high-quality equipment, vehicles, and services at pre-negotiated rates. By leveraging these contracts, they can streamline procurement, eliminate the time-consuming bidding process, and ensure that we are getting the best possible pricing.

Public Works noted that most construction related services can be utilized with the Sourcewell Co-op buying program and that there are multiple municipalities in our region that utilize Sourcewell (Pepper Pike, Cle Heights, Lakewood, Rocky River, etc.). Here is a sample of current Public Works vendors that are on Sourcewell:

- Elgin (street sweepers) / Bobcat (sidewalk plows) / Kubota (scooters) / Komatsu (loaders) / Goodyear (tires) / Old Dominion Brush (sweeper brooms) / John Deere / Caterpillar / Heil (refuse trucks) / New Way (refuse trucks) / Bonnell (plows) / Ventrac (grounds and sidewalks).

The IT Department noted that there are three copier companies on the Sourcewell program, Sharp, Xerox and Ricoh.

Some of our larger City departments agree that in addition to cost savings, Co-ops simplify the purchasing process, reducing some of their administrative burden on purchasing. These efficiencies translate to quicker acquisition of essential gear, vehicles, and technology, ensuring our safety and non-safety forces have what they need to perform their duties effectively.

The Finance Department believes that with Sourcewell's access to a broad network of reputable vendors and industry-leading suppliers, our departments can procure top-tier products without compromising on quality. By utilizing contracts that have already been vetted through a rigorous, transparent process, they can be confident in the reliability and performance of the equipment they acquire.

This request was presented to the Administration Committee on February 10, 2026 and it was passed unanimously. Chief of Fire Pat Sweeney, Public Works Building Superintendent Shannon Marlin, and Director of Information Technology Frank Miozzi spoke to some of the benefits to using Sourcewell as an additional Cooperative Purchasing Program.

Director of Law, Bill Gruber reminded the Committee members that the city charter that's approved by the voters and our codified ordinances require competitive bidding for contracts over an amount set by Council, which is \$50,000. So, when competitive bidding is performed, Council approval is not required. Council has recognized that certain entities (Cooperative Purchasing Programs) do competitive bidding separately, and so the city does not need to repeat that process. Effectively we are not bypassing competitive bidding, but using another entity's competitive bidding process.

The Administration Committee inquired if other municipalities in Northeast Ohio have had a good experience with Sourcewell. Director Potts stated that he would speak with other Finance Directors in his network. There was also a question as to when we found out about Sourcewell as a CoOp and why we hadn't decided to include them in our city ordinances sooner. Director Potts stated that the CoOps we currently use were sufficient and only recently many departments had begun to mention the Sourcewell program and asked Finance to look into it. Director Potts committed to surveying other local municipalities to measure up the number of CoOps we use compared to others.

Citizen Member Matt Aumann stated that he has heard of Sourcewell but also spoke highly of the overall RFP process outside of using a Cooperative Purchasing Program as a means to have more Council and public involvement.

This request was presented to the Finance Committee on February 17, 2026 and it was passed unanimously. Chief of Fire Pat Sweeney and Public Works Building Superintendent Shannon Marlin, again, spoke to the benefits of using Sourcewell.

Councilmember Malone inquired if the items that would be purchased through Sourcewell would have been items that would normally have been brought to Council. Law Director Gruber stated that the city's charter and ordinances require competitive bidding for purchases over the amount set by Council, which is \$50,000. Any expenditure over \$50,000 has to be competitively bid and once it's competitively bid, it does not need Council approval, so Council does not see those contracts over \$50,000 if competitively bid. What Council

has done is pre-authorized certain types of competitive bidding. The state does competitive bidding as does Sourcewell as a government entity and Council has pre-approved using these Cooperative Programs as a competitive process, which Council has agreed, substitutes for the City undertaking its own competitive process. So it's only substituting a different competitive process for the one the city would have undertaken, and would not have come to Council once it was competitively bid. Mr. Malone also inquired if there were any substantive differences between Sourcewell and the City's other programs. Mr. Potts stated that it is a similar process that Sourcewell goes through as the other CoOp programs.

Recommendation

It is recommended that City Council approve the utilization of the Sourcewell Cooperative Purchasing Program as an option for purchasing goods and services for many of the City's departments and that our current ordinances be amended to reflect this change. We ask that this be passed on first reading and as an emergency so that our departments can begin to utilize this program immediately.

ORDINANCE NO.

BY:

Amending Section 141.10 of the Administrative Code of the Shaker Heights Codified Ordinances relative to authorizing participation in the Sourcewell Cooperative Purchasing Program.

WHEREAS, pursuant to Article VI, Section 7 of the City Charter, the City may authorize, by ordinance, expenditures of the funds of the City without public bidding in dollar amounts exceeding the limit set by Council in specific cases; and

WHEREAS, in Section 141.10 of the Administrative Code of the Codified Ordinances, City Council has authorized by ordinance expenditures above the threshold established in Section 141.03 through contracts made with persons or entities selected by certain specified governmental and quasi-governmental entities, including the cooperative purchasing programs of the Ohio Department of Administrative Services (ODAS) and the Ohio Department of Transportation (ODOT), the cooperative purchasing program of the Ohio Schools Council, a Council of Governments, the Cuyahoga Countywide Preventive Maintenance Program of the Cuyahoga County Department of Public Works, and the United States General Services Administration (GSA); and

WHEREAS, the Finance Director has recommended that the City participate in the Sourcewell Cooperative Purchasing Program, which is a local government unit, public corporation and public agency, established under the laws of the State of Minnesota, with over 40 years of service helping state and local government and education entities around the country with procurement activities by providing access to competitively solicited contracts; and

WHEREAS, utilizing Sourcewell, like other previously approved cooperative purchasing programs, would allow the City to leverage the collective purchasing power of over 50,000 participating agencies to secure competitive pricing that individual local governments may not achieve alone; and

WHEREAS, the City may join the Sourcewell Program at no cost for membership, and no participation fees, minimum purchase commitments, or other financial obligations, and while contracts are awarded at the manufacturer level, they are often delivered and serviced by local dealers, keeping taxpayer dollars in the community while benefiting from national pricing; and

WHEREAS, Section 141.10 of the Administrative Code of the Codified Ordinances was most recently amended by Ordinance No. 13-115, enacted on December 16, 2013.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Shaker Heights, State of Ohio:

Section 1. Section 141.10 of the Administrative Code of the Codified Ordinances as presently in effect, is hereby repealed.

Section 2. Section 141.10 of the Administrative Code of the Codified Ordinances is hereby amended as follows:

141.10 GOVERNMENT COOPERATIVE PURCHASING.

The Mayor is authorized to make expenditures of the funds of the City without public bidding in dollar amounts exceeding the limit set by Council in Section 141.03 of the Administrative Code, in the following specific cases:

- (a) Department of Administrative Services. The Mayor is hereby authorized to participate in contracts which the Ohio Department of Administrative Services, Office of State Purchasing, has entered into for the purchase of supplies, services, equipment and certain materials pursuant to Ohio R.C. 125.04, or any successor statute, and Article VI, Section 7 of the City Charter.
 - (1) The Mayor is hereby further authorized to agree, on behalf of the City, to be bound by all contract terms and conditions as the Ohio Department of Administrative Services, Office of State Purchasing, prescribes, subject to approval by the Director of Law. Such terms and conditions may include a reasonable fee to cover the administrative costs which the Ohio Department of Administrative Services incurs as a result of the City's participation in a contract.
 - (2) The Director of Finance is hereby authorized, per agreement with the Ohio Department of Administrative Services, to directly pay the vendor under each such State contract in which the City participates, for items it receives pursuant to the contract, and the City further agrees to make such direct payments to the vendor upon the request of, or per agreement with, the Ohio Department of Administrative Services.
- (b) Department of Transportation. The Mayor is hereby authorized to participate in contracts of the Ohio Department of Transportation for the purchase of machinery, materials, supplies or other articles which such Department has entered into pursuant to Ohio R.C. 5513.01(B) or any successor statute, and Article VI, Section 7 of the City Charter.
 - (1) The Mayor is hereby further authorized to agree, on behalf of the City, to be bound by all contract terms and conditions as the Ohio Department of Transportation prescribes, subject to approval by the Director of Law. Such terms and conditions may include a reasonable fee to cover the administrative costs which the Ohio Department of Transportation incurs as a result of the City's participation in a contract.
 - (2) The Director of Finance is hereby authorized, per agreement with the Ohio Department of Transportation, to directly pay the vendor under each such State contract in which the City participates, for items it receives pursuant to the contract, and the City further agrees to make such direct payments to the vendor upon the request of, or per agreement with, the Ohio Department of Administrative Services.

- (c) Ohio Schools Council Cooperative Purchasing Program. The Mayor is hereby authorized to participate in contracts which the Ohio Schools Council has entered into for the purchase of supplies, services, equipment and certain materials, pursuant to Article VI, Section 7 of the City Charter.
- (1) The Mayor is hereby further authorized to agree, on behalf of the City, to be bound by all contract terms and conditions as the Ohio Schools Council prescribes, subject to approval by the Director of Law. Such terms and conditions may include a reasonable fee to cover the administrative costs which the Ohio Schools Council incurs as a result of the City's participation in a contract.
 - (2) The Director of Finance is hereby authorized, per agreement with the Ohio Schools Council, to directly pay the vendor under each such State contract in which the City participates, for items it receives pursuant to the contract, and the City further agrees to make such direct payments to the vendor upon the request of, or per agreement with, the Ohio Schools Council.
- (d) Cuyahoga County Department of Public Works. The Mayor is hereby authorized to participate in contracts which the Cuyahoga County Department of Public Works has entered into under the Cuyahoga Countywide Preventive Maintenance Program, for the purchase of supplies, services, equipment and certain materials, pursuant to Ohio R.C. 302.21 or any successor statute, and Article VI, Section 7 of the City Charter.
- (1) The Mayor is hereby further authorized to agree, on behalf of the City, to be bound by all contract terms and conditions as the Cuyahoga County Department of Public Works prescribes under the Cuyahoga Countywide Preventive Maintenance Program, subject to approval by the Director of Law. Such terms and conditions may include a reasonable fee to cover the administrative costs which the Cuyahoga County Department of Public Works incurs as a result of the City's participation in a contract.
 - (2) The Director of Finance is hereby authorized, per agreement with the Cuyahoga County Department of Public Works, to directly pay the vendor under each such County contract in which the City participates and for items it receives pursuant to the contract under the Cuyahoga Countywide Preventive Maintenance Program, and the City further agrees to make such direct payments to the vendor upon the request of, or per agreement with, the Cuyahoga County Department of Public Works.
- (e) United States General Services Administration (GSA). The Mayor is hereby authorized to participate in contracts entered into by the United States General Services Administration (GSA) through its Multiple Awards Schedule (MAS) Program for the purchase of supplies, services, equipment and certain materials, pursuant to Title III of the Federal Property and Administrative Services Act of 1949 (41 U.S.C. 251 et seq.) and Title 40, U.S.C. 501, Services for Executive Agencies or any successor statute, and Article VI, Section 7 of the City Charter.
- (1) The Mayor is hereby further authorized to agree, on behalf

of the City, to be bound by all contract terms and conditions as the General Services Administration (GSA) Multiple Awards Schedule Program prescribes, subject to approval by the Director of Law. Such terms and conditions may include a reasonable fee to cover the administrative costs which the General Services Administration (GSA) Federal Acquisition Service Program incurs as a result of the City's participation in a contract.

- (2) The Director of Finance is hereby authorized to directly pay the vendor under each such GSA contract in which the City participates and for items it receives pursuant to the contract under the General Services Administration (GSA) Multiple Awards Schedule Program.

(f) Sourcewell Cooperative Purchasing Program. The Mayor is hereby authorized to participate in contracts entered into by the Sourcewell Cooperative Purchasing Program for the purchase of supplies, services, equipment and materials.

- (1) The Mayor is hereby further authorized to agree, on behalf of the City, to be bound by all contract terms and conditions as the Sourcewell Cooperative Purchasing Program prescribes and as each contractor or vendor prescribes or agrees to, subject to approval by the Director of Law.

- (2) The Director of Finance is hereby authorized to directly pay the vendor or contractor under each such Sourcewell contract in which the City participates and for items it receives pursuant to the contract.

Section 3. This ordinance shall take effect from and after the earliest time allowed by law.

Enacted

Approved this ____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council

Coun26/0223-SourcewellAMND141.10



Memorandum

To: Members of City Council

cc: Mayor David E. Weiss
Chief Administrative Officer Matt Carroll

From: Director of Finance John J. Potts

Date: February 23, 2026

Re: Then and Now Approval

Section 5705.41 (D) (1) requires in part that the fiscal officer certify that amounts required to meet obligations have been lawfully appropriated and are available for expenditure prior to the obligations being incurred. If this is not done the fiscal officer may make such certification, after the fact (commonly referred to as “Then and Now”), however if the amount of the obligation is \$3,000 or more City Council must approve payment within 30 days of such certification.

This item was presented and approved by the Finance Committee on February 17, 2026. City Council is requested that the Then and Now Certificate presented be authorized on first reading and as an emergency for the transaction(s) listed on Exhibit A and the payments be approved.

EXHIBIT A
Then and Now Certification Summary
January 27, 2026 - February 23, 2026

Dep't	PO #	Invoice Date	PO Date	Warrant	Amount	Vendor	Reason
Fire	20251217	12/17/25	1/14/2026	013026	\$3,389.42	Olivia Ventura	Invoice received during the MUNIS shutdown for the 2025 close therefore purchase orders could not be initiated. Nature of the invoice reflects a normal expenditure.
Public Works	20260452	10/16/25	1/20/2026	013026	\$3,848.00	Contractors Choice	Invoice was recently received (sent late). Normal expenditure.
Court	20260420	01/14/26	1/15/2026	013026	\$3,226.62	Northern Ohio Recovery Association	PO was not set-up prior to receiving invoice. Normal expenditure.
Human Resources	20260642	01/27/26	2/2/2026	021326	\$3,452.96	American Alternative	PO was not set-up prior to receiving invoice. Normal expenditure.
Communications & Marketing	20260712	07/18/25	2/5/2026	021326	\$4,500.00	Shark & Minnow	PO was closed from 2025, invoice came in unexpected but was a proper expenditure.
Human Resources	20260590	01/09/26	1/29/2026	ACH	\$77,338.19	Medical Mutual	Delays in Medical Mutual signing the 2026 contract to establish PO.
Human Resources	20260590	01/16/26	1/29/2026	ACH	\$172,874.12	Medical Mutual	Delays in Medical Mutual signing the 2026 contract to establish PO.
Human Resources	20260590	01/23/26	1/29/2026	ACH	\$84,285.61	Medical Mutual	Delays in Medical Mutual signing the 2026 contract to establish PO.

ORDINANCE NO.

BY:

Authorizing the execution of Then and Now Certificates by the Director of Finance and the payment of amounts due for various purchase orders, and declaring an emergency.

WHEREAS, pursuant to Ohio Revised Code Section 5705.41(D)(1), the City may not enter into any contract or give any order involving the expenditure of money unless there is attached thereto a certificate of the City's Director of Finance that the amount required to meet the obligation has been lawfully appropriated for such purpose and is in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances; and

WHEREAS, Ohio Revised Code Section 5705.41(D)(1) further provides that in such circumstances when no certificate is furnished as required and the expenditure is for \$3,000 or more, the City's Council, as the City's taxing authority, may authorize the drawing of a warrant in payment of amounts due upon such contract or order upon certification by the Director of Finance 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, such certificate of the Director of Finance is known as a "Then and Now Certificate," meaning that the funds were available when the contract was made and when the amount due under the contract is paid; and

WHEREAS, the City is issuing Then and Now Certificates in connection with payments due and owing, as shown on Exhibit A attached hereto; and

WHEREAS, this Council's approval is necessary for the execution by the Director of Finance of Then and Now Certificates and to authorize the payment of amounts due under the contracts or orders, requiring the expenditure of \$3,000 or more, subject to the Council-approved Then and Now Certificates.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Shaker Heights, State of Ohio:

Section 1. The Council of the City of Shaker Heights, pursuant to Section 5705.41(D)(1) of the Ohio Revised Code, hereby approves the execution of Then and Now Certificates by the Director of Finance and authorizes payments due and owing, in accordance with the schedule attached hereto as Exhibit A and incorporated herein.

Section 2. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reason that it is necessary in the current operation of the City in order to meet the requirements of state law and, therefore, this ordinance shall take effect immediately upon its enactment and approval by the Mayor.

Enacted

Approved this ____ day of _____, 2026.

DAVID E. WEISS, Mayor

Attest:

MATTHEW P. CARROLL
Clerk of Council

EXHIBIT A
Then and Now Certification Summary
January 27, 2026 - February 23, 2026

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Human Resources	20260642	01/27/26	2/2/2026	021326	\$3,452.96	American Alternative	PO was not set-up prior to receiving invoice. Normal expenditure.
Communications & Marketing	20260712	07/18/25	2/5/2026	021326	\$4,500.00	Shark & Minnow	PO was closed from 2025, invoice came in unexpected but was a proper expenditure.
Human Resources	20260590	01/09/26	1/29/2026	ACH	\$77,338.19	Medical Mutual	Delays in Medical Mutual signing the 2026 contract to establish PO.
Human Resources	20260590	01/16/26	1/29/2026	ACH	\$172,874.12	Medical Mutual	Delays in Medical Mutual signing the 2026 contract to establish PO.
Human Resources	20260590	01/23/26	1/29/2026	ACH	\$84,285.61	Medical Mutual	Delays in Medical Mutual signing the 2026 contract to establish PO.



SHAKER HEIGHTS

Memorandum

To: Members of City Council

From: William M. Ondrey Gruber, Director of Law 

cc: David E. Weiss, Mayor
Jeri E. Chaikin, Clerk of Council

Date: February 23, 2026

Re: **Application for New Liquor Permit
African Fusion LLC dba African Fusion Restaurant & Bar
20132 Chagrin Boulevard**

Attached is the application for a new liquor permit for African Fusion LLC dba African Fusion Restaurant & Bar – 20132 Chagrin Boulevard.

The liquor permit in question is a D5, spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30 a.m.

The Planning, Police, Fire, Economic Development and Building and Housing Departments have no objections to the liquor permit.

This is a dry precinct and a vote has yet to be taken for this location. The Ohio Division of Liquor Control has confirmed to the tenant/business that this matter will need to go to the ballot. City staff will direct the business owner to the Cuyahoga BOE for the information needed to proceed.

Please contact me if you have any questions.

attachment

liq/2026/0223AfricanFusionLLCounc



Department of Commerce

Division of Liquor Control

com.ohio.gov

Mike DeWine, Governor Jim Tressel, Lt. Governor Sherry Maxfield, Director

SHAKER HEIGHTS CITY COUNCIL
ATTN CLERK
3400 LEE RD
SHAKER HEIGHTS OH 44120

RECEIVED

FEB - 6 2026

CAO's OFFICE

NOTICE TO LEGISLATIVE AUTHORITY

TO

Table with permit details: 10012927-1 PERMIT NUMBER, NEW TYPE, AFRICAN FUSION LLC, African Fusion Restaurant & Bar, 20132 Chagrin Blvd, Shaker Heights OH 44122, FILING DATE: 1/30/2026, PERMIT CLASSES: D-5, Muni/Village/Twp: Shaker Heights, 18528 TAX DISTRICT, OCT, RECEIPT NO

FROM 2/2/2026

Table with permit details: PERMIT NUMBER, TYPE, ISSUE DATE, FILING DATE, PERMIT CLASSES, TAX DISTRICT, RECEIPT NO

MAILED 2/2/2026

RESPONSES MUST BE POSTMARKED NO LATER THAN 03/05/2026

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES: OCT NEW 10012927-1 (TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT THE HEARING BE HELD [] IN OUR COUNTY SEAT [] IN COLUMBUS

WE DO NOT REQUEST A HEARING []

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature) (Title) - [] Clerk of City Council [] Township Fiscal Officer (Date)

(Printed Name) (Email Address) (Telephone No.)



**Department of
Commerce**

Division of Liquor Control

com.ohio.gov

Mike DeWine, Governor Jim Tressel, Lt. Governor Sherry Maxfield, Director

Dear Local Legislative Authority Official:

Please find enclosed the legislative notice that is being sent to you regarding the applied for liquor permit as captioned on the notice. You must, within 30 days from the "mailed" date listed on the notice under the bar code:

- Notify the Division whether you object and want a hearing; or
- Ask for your one-time only, 30-day extension. o Any requests for a one-time, 30-day extension will be reviewed by the Division upon timely receipt. If granted, your additional 30-days runs from the expiration of the original 30-day period.

To be considered timely, your above response **MUST** be faxed, emailed, or mailed to the Division no later than the postmark deadline date stated on the form. To speed up processing times and reduce paper, the Division respectfully asks that you either fax or email your response. Please send your response to:

FAX: (614) 644 – 3166
EMAIL: Liquordocs@com.ohio.gov
MAIL: Ohio Division of Liquor Control
Attn: Licensing Unit
6606 Tussing Road
PO Box 4005
Reynoldsburg, Ohio 43068-9005

To find out who has disclosed an ownership interest in the permit application to us you can:

- Visit com.ohio.gov/liquorinfo. Select the "Search who has disclosed an ownership interest" tab. Where asked, enter the permit number listed on the legislative notice; or
- Contact your police department or county sheriff (if you are a township fiscal officer or county clerk). We also sent them detailed ownership information to review for any criminal background issues involving the disclosed persons.

We have resources for you at com.ohio.gov/govhelp. Never miss out on when renewal objections are due! Sign-up for our emails at com.ohio.gov/stayinformed.

Thank you in advance for your cooperation,
Division Licensing Section
(rev. 2.12.25)