



## 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.

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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.

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DAVID E. WEISS, Mayor

Attest:

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MATTHEW P. CARROLL  
Clerk of Council  
coun26/0223coventrylandcompany