



CLEVELAND HEIGHTS

Administrative Services Committee

June 30, 2025

4:30 PM

City Hall – Executive Conference Room

Administrative Code, Board & Commission Appointments, Charter Review, Salaries & Benefits

Council members

Chair: Craig Cobb | Vice Chair: Jim Petras | Member: Tony Cuda

Agenda

1) Call to Order/Roll Call

2) Proposed Legislation

- a. **ORDINANCE NO. 131-2024(AS): First Reading.** An Ordinance amending Chapter 105, "Public Records" of Part One, *Administrative Code*, of the Codified Ordinances of the City of Cleveland Heights, by adding a Section 105.03 "Rules for City Emails."

Introduced by Mayor Seren

- b. **NEW: ORDINANCE NO. XXX-2025.** An Ordinance amending Chapter 105, "Public Records," to add Section 105.04 to prohibit the review or access of city email accounts of employees or elected officials without consent or lawful approval pursuant to Ohio Public Records Law.
- c. **NEW: ORDINANCE NO. XXX-2025.** An Ordinance amending Chapter 105, "Public Records," to add Section 105.05 to prohibit the use of city social media accounts and email systems for political messaging and limiting their use to official informational purposes.
- d. **NEW: ORDINANCE NO. XXX-2025.** An Ordinance amending Chapter 121.05 "Rules and Regulations," relating to the Mayor's authority over City property.

3) Committee/Commission/Board Vacancies (Time Permitting)



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- 4) **Other (Time Permitting)**
- 5) **Executive Session (Time Permitting)**
 - a. *To consider the appointment of a public official*
- 6) **Adjourn**