



August 4, 2025
Regular Meeting
7:30 PM

Cleveland Heights City Hall
Council Chambers
40 Severance Cir
Cleveland Heights, Ohio

AGENDA - CLEVELAND HEIGHTS CITY COUNCIL MEETING

- 1) **Meeting called to order by Council President**
- 2) **Roll Call of Council Members**
- 3) **Excuse absent members**
- 4) **Amendments to the Agenda (if necessary)**
- 5) **Approval of minutes from previous meeting(s)**
- 6) **Cleveland Heights Historical Society (10 min)**
- 7) **MPACT Presentation on Severance Center (10 min)**
Ryan Porter
- 8) **Communications from the Mayor**
- 9) **City Administrator's Report**
- 10) **Departmental Report(s)**
- 11) **Report of the Clerk of Council**
- 12) **Public Comment - Legislative Agenda Items only**
(Note: Persons wishing to speak must register in advance. A 3-minute time limit applies. If there are more than 15 speakers, the time will be automatically reduced to 2-minutes. Council President reserves the right to reduce the time limit based on the volume of business on the agenda).
- 13) **Public Comment - General**
(Note: Persons wishing to speak must register in advance. A 3-minute time limit applies. If there are more than 15 speakers, the time will be automatically reduced to 2-minutes. Council President reserves the right to reduce the time limit based on the volume of business on the agenda).
- 14) **LEGISLATION**
Note: The title for each piece of legislation contains a parenthetical reference to

the Council Committee within which the subject matter of the legislation falls. Council Committees are abbreviated as follows: (AS)-Administrative Services; (COTW)-Committee of the Whole; (CRR)-Community Relations and Recreation; (F)-Finance; (HB)-Housing and Building; (MSES)-Municipal Services and Environmental Sustainability; (PD)-Planning and Development; (PSH)-Public Safety and Health. See Resolution 97-2022 for a list of Council Committee subject matter areas.

a. First Readings – Consideration of Adoption Requested

ORDINANCE NO. 146-2025(F): First Reading. An Ordinance to repeal and replace certain subparagraphs of Ordinance No. 011-2025, relating to appropriations and other expenditures of the City of Cleveland Heights, Ohio for the fiscal year ending December 31, 2025; and declaring the necessity that this legislation become immediately effective as an emergency measure.

Introduced by Mayor Seren
Move for Adoption

RESOLUTION NO. 147-2025(AS): First Reading. A Resolution appointing Peggy Spaeth as a member of the Parks and Recreation Advisory Board of the City of Cleveland Heights, OH to fill the vacancy for the remainder of the unexpired term; and declaring the necessity that this legislation become immediately effective as an emergency measure.

Introduced by Councilmember Cobb
Move for Adoption

RESOLUTION NO. 148-2025(PD): First Reading. A Resolution declaring the necessity of implementing a public services plan for the Cedar-Fairmount Special Improvement District of Cleveland Heights, Ohio Inc.; and declaring the necessity that this legislation become immediately effective as an emergency measure.

Introduced by Mayor Seren
Move for Adoption

RESOLUTION NO. 149-2025(PD): First Reading. A Resolution appointing Lorna Rudolph, Joe Mendes, and Kathy Flora to the Cedar-Fairmount Special Improvement District, Inc.'s Assessment Equalization Board; and declaring the necessity that this legislation become immediately effective as an emergency measure.

Introduced by President Cuda
Move for Adoption

ORDINANCE NO. 150-2025(AS): First Reading. An Ordinance to approve current replacement pages to the Cleveland Heights Codified Ordinances; and declaring the necessity that this legislation become immediately effective as an emergency measure.

Introduced by President Cuda
Move for Adoption

ORDINANCE NO. 151-2025(AS): First Reading. An Ordinance to accept the tentative agreement in the matter of the City of Cleveland Heights and Laborers' International Union of North America (LIUNA), Local 860, SERB Case No. 2025-MED-01-0024; and declaring the necessity that this legislation become immediately effective as an emergency measure.

Introduced by Mayor Seren
Move for Adoption

RESOLUTION NO. 154-2025(PSH): First Reading. A Resolution authorizing the Mayor to execute an agreement with Panzica Construction to provide for the HVAC, electrical, and other related work necessary for the public improvement of replacing and upgrading the Division of Police's existing officer lockers; and declaring the necessity that this legislation be effective immediately as an emergency measure.

Introduced by Mayor Seren
Move for Adoption

RESOLUTION NO. 155-2025(PSH): First Reading. A Resolution authorizing the Mayor to enter into an agreement or amendment thereto with All City Management Services, Inc. for crossing guard services through December 31, 2025; providing compensation therefor; and declaring the necessity that this legislation become immediately effective as an emergency measure.

Introduced by Mayor Seren
Move for Adoption

RESOLUTION NO. 156-2025(MSES): First Reading. A Resolution authorizing a second change order to the Agreement with Fabrizi Trucking & Paving Co., Inc. as general contractor for the CH-9, CH-32, CH-57, and CH-58 SSO Control Projects; and declaring the necessity that this legislation become immediately effective as an emergency measure.

Introduced by Mayor Seren
Move for Adoption

b. First Readings Only

ORDINANCE NO. 152-2025(PD): First Reading. An Ordinance authorizing the Mayor to execute a Subordination Agreement with Peoples Bancorp Inc. to subordinate the City's Mortgage on the real property located at 12426-12438 Cedar Road, Permanent Parcel No. 685-26-004, and owned by Cedar-Grandview Company; and declaring the necessity that this legislation becomes immediately effective as an emergency measure.

Introduced by Mayor Seren

ORDINANCE NO. 153-2025(CRR): First Reading. An Ordinance amending the use regulations and rates for admission and other services for the Cleveland Heights Community Center, City parks, and Cumberland Pool for calendar years 2025 and 2026, and repealing Ordinance No. 125-2020.

Introduced by Mayor Seren

c. Second Readings

ORDINANCE NO. 127-2025(HB): Second Reading. An Ordinance creating a new Chapter 1373, "Exterior Walls and Appurtenances; Parking Garages"; of Title Three, Local Provisions; of Part Thirteen, Building Code of the Codified Ordinances of Cleveland Heights to include standards and provisions to regulate the structural integrity of building facades and garages within the City.

Introduced by Mayor Seren

15) Committee Reports

16) Old Business

17) New Business

18) Council Member Comments

(Note: Council comments should directly relate to the business of the City of Cleveland Heights, rather than personal reflection or commentary. A maximum 3-minute time limit applies, but the Council President may reduce time limit based on the volume of business on the agenda, the time of evening, or other similar factors.)

19) Council President's Report

20) Adjournment

NEXT MEETING OF COUNCIL: AUGUST 18, 2025

Memo

To: City Council
From: Rodney Hairston, Finance Director
Date: August 1, 2025
Re: August 4, 2025 Budget Adjustment

For the May 6, 2024 Council Meeting, I am requesting a total budget increase of \$335,713 to the 2025 budget. Here is a summary of the budget adjustments:

Frank Novak & Sons: This was to sandblast, caulk and repaint Cumberland Pool. PO has a 2024 date but money was pulled from the 2025 capital budget. \$200,000 should be placed in account **216.8301.3003.0**.

Concessions: We have a revenue line in the budget for concessions but not expenditure line. We are asking for a new line to be created with \$50,000 put in it as a budget adjustment to get us through 2025 concessions.

Estimated expenses through the end of 2025 for Hockey Rink, Forest Hill & Cumberland Pool concessions:

Napkins/Food Trays/Cutlery/Cleaning Products	\$2,000
Water/Soda/Beverages	\$15,000
Ice Cream	\$3,000
Food/Candy/Snacks	\$12,000
Staffing Wages	\$18,000

Denison Scoreboard Project: Denison Field sits on a landfill and when they dug for the footers of the scoreboard, they hit the landfill and had to reconfigure the footers. They engineered a spread footer.

This change order is \$18,285 and should be coded to account **402.8201.3004.0**.

Coventry Garage Project: This project calls for a resurfacing of the stairs at Coventry Garage. When they ripped off the nature stone, they discovered at least 240 ft of structural concrete repairs that need to be made before they can resurface them. These repairs were not included in the original scope of work and were not discovered until the existing surface was removed and the concrete was exposed. This also covers a mandatory wall to be built in the control room as required by fire code and the fire inspector.

This change order is \$67,428 and should be coded to account **402.8201.3004.0**.

Summary of Request

<u>Vendor</u>	<u>Amount</u>
Frank Novak & Sons	200,000
Concessions	50,000
Denison Scoreboard Project	18,285
Coventry Garage Project	67,428
Total	335,713

Proposed: 08/04/2025

ORDINANCE NO. 146-2025(F), *First Reading*

By Mayor Seren

An Ordinance to repeal and replace certain subparagraphs of Ordinance No. 011-2025, relating to appropriations and other expenditures of the City of Cleveland Heights, Ohio for the fiscal year ending December 31, 2025; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, this Council wishes to repeal and replace certain appropriations made through Ordinance No. 011-2025, as amended by Ordinance No. 076-2025, passed March 17 and May 05 2025, respectively, in the manner more fully described herein,

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Cleveland Heights, that:

SECTION 1. Certain subparagraphs of Ordinance No. 011-2025, as amended by Ordinance No. 076-2025, relating to appropriations for the current expenses and other expenditures of the City of Cleveland Heights, Ohio for the fiscal year ending December 31, 2025 be, and the same hereby are increased, decreased, and/or transferred in the amounts set forth in Exhibit A, attached hereto. All appropriations not so amended shall remain in full force and effect through the passage of this Ordinance.

SECTION 2. All expenditures of the City of Cleveland Heights within the fiscal year ending December 31, 2025, shall be made within appropriations herein provided. "Appropriation" as used herein means the total amount appropriated for the individual fund. Notwithstanding the financial detail herein presented within an individual fund, the Mayor is authorized to transfer budgeted amounts within each fund, so long as the total amount appropriated for each individual fund is not exceeded.

SECTION 3. It is found and determined that all formal actions of the Council relating to the adoption of this Ordinance were taken 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 4. Notice of the passage of this Ordinance shall be given by publishing the title and abstract of contents, prepared by the Director of Law, once in one paper of general circulation in the City of Cleveland Heights, or by posting the full text of this Ordinance on the City of Cleveland Heights website.

SECTION 5. The prior version of Ordinance No. 011-2025, as amended by Ordinance No. 076-2025, is hereby repealed in its entirety.

ORDINANCE NO. 146-2025(F)

SECTION 6. It is necessary that this Ordinance become immediately effective as an emergency necessary for the preservation of public peace, health, and safety of the inhabitants of the City of Cleveland Heights, such emergency being the ongoing and continuous need to preserve the faith and credit of the City. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Ordinance shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____ Approved: _____

KAHLIL SEREN
Mayor

**2025 Budget Adjustments
Parks and Recs.**

	A	B	C	D	E	F
1	From			To		
2	<u>Fund# and Description</u>	<u>2025 Adjustment</u>		<u>Fund# and Description</u>	<u>2025 Adjustment</u>	<u>Notes</u>
3						
4	100 General Fund	\$ (200,000)		216 Rec. Facility Improvement	\$ 200,000	216.8301.3003 Rec Facility Improvement; Frank Novak & Sons: This was to sandblast, caulk and repaint Cumberland Pool.
5	100 General Fund	\$ (50,000)		215 Cain Park Operating	\$ 50,000	215.8901.TBD Concessions; Estimated expenses through the end of 2025 for Hockey Rink, Forest Hill & Cumberland Pool concessions
6	100 General Fund	\$ (18,285)		402 Financed Capital Projects	\$ 18,285	402.8201.3004 Denison Scoreboard Project: Denison Field sits on a landfill and when they dug for the footers of the scoreboard, they hit the landfill and had to reconfigure the footers.
7	100 General Fund	\$ (67,428)		402 Financed Capital Projects	\$ 67,428	402.8201.3004 Coventry Garage Project: This project calls for a resurfacing of the stairs at Coventry Garage.
8	Total	\$ (335,713)			\$ 335,713	

Proposed: 08/04/2025

RESOLUTON 147-2025(AS), *First Reading*

By Councilmember Cobb

A Resolution appointing Peggy Spaeth as a member of the Parks and Recreation Advisory Board of the City of Cleveland Heights, OH to fill a vacancy for the remainder of the unexpired term; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, Chapter 141 of the Ordinances of the City of Cleveland Heights provides for the establishment of the Parks and Recreation Advisory Board, consisting of twelve (12) members all of whom shall be residents of the City including citizen members who serve four (4) year terms; and

WHEREAS, there is currently a vacancy on the board.

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

SECTION 1. This Council hereby appoints Peggy Spaeth as a member of the Parks and Recreation Advisory Board to fill the vacancy for the remainder of the unexpired term which ends December 31, 2028.

SECTION 2. It is found and determined that all formal actions of the Council relating to the adoption of this Resolution were taken 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 3. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights, or by posting the full text of this Resolution to the City of Cleveland Heights website.

SECTION 4. It is necessary that this Resolution become immediately effective as an emergency measure necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to fully constitute the Parks and Recreation Advisory Board and continue the efficient operations of the City. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

RESOLUTON 147-2025(AS)

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____

Approved: _____

KAHLIL SEREN
Mayor



Date: 7.25.25

To: City Council

From: Justin Hines, Assistant Law Director

Subject: Cedar Fairmount SID's Resolution of Necessity

Purpose Statement: To declare the necessity of implementing a public services plan for the Cedar Fairmount Special Improvement District of Cleveland Heights, Ohio Inc.; and declare the necessity that this legislation become immediately effective as an emergency measure.

This is the next required step in the SID approval process after approving/returning the proposed plan without comment by Resolution 60-2025. Additional steps will need to be passed via Resolution later in August and in advance of the County's deadline to submit special assessments.

Is this legislation recurring: Yes: _____ No: X

Is emergency language necessary: Yes: X No: _____

If yes, why? Will allow the SID to complete the renewal process in time to meet the County's special assessment deadline.

Is passage on first reading necessary: Yes: X No: _____

If yes, why? Passing on first reading allows the SID to complete the renewal process in time to meet the County's special assessment deadline.

If funding is required, is it already budgeted for? Yes: _____ No: X

If not already budgeted for, where will funding come from?

Through a series of special assessments collected by the SID

Proposed: 08/04/2025

RESOLUTION NO. 148-2025(PD), *First Reading*

By Mayor Seren

A Resolution declaring the necessity of implementing a public services plan for the Cedar Fairmount Special Improvement District of Cleveland Heights, Ohio Inc.; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, this Council has received a petition for adoption of a five-year public services plan which was executed by the owners of over sixty percent (60%) of the property in the Cedar Fairmount Special Improvement District of Cleveland Heights, Inc., as determined by front footage; and

WHEREAS, by Resolution No. 138-2025, this Council approved said public services plan; and

WHEREAS, estimated first-year assessments for the affected properties, as well as the total costs of the plan, are now on file with the Clerk of Council.

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

SECTION 1. This Council hereby declares it necessary to implement a five-year public services plan for the Cedar Fairmount Special Improvement District, Inc., with such plan being attached hereto as Exhibit A and incorporated herein.

SECTION 2. One hundred percent (100%) of the cost of the public services plan shall be paid for by special assessments.

SECTION 3. The areas of the district to be assessed per the public services plan are as follows:

- Cedar Road, on the north side from Euclid Heights Boulevard to 12479 Cedar Road Parcel Number 685-16-053
- Cedar Road, on the south side from Parcel Number 685-24-075 to Fairmount Boulevard
- Bellfield, on west side, Parcel Number 685-24-075
- Bellfield, on east side, Parcel Number 685-26-001
- Lenox Road, on the west side, from Cedar Road to Euclid Heights Boulevard
- Lenox Road, on the east side, from Cedar Road to Euclid Heights Boulevard
- Grandview, on the west side, Parcel Number 685-26-003

RESOLUTION NO. 148-2025(F)

- Grandview, on the east side, Parcel Number 685-26-004
- Surrey Road, on the west side, from Cedar Road to Euclid Heights Boulevard
- Surrey Road, on the east side, Parcel Number 685-16-057
- Euclid Heights Boulevard, on the south side, from Surrey Road to 2378 Euclid Heights Boulevard Parcel Number 685-18-006 and Parcel 685-18-042
- Fairmount Boulevard, on the south side, 2460 Fairmount Boulevard Parcel Number 685-26-004

SECTION 4. The method of levying the special assessment shall be by a percentage of the tax value of the property assessed.

SECTION 5. The mode of payment shall be annual payments for five (5) consecutive years, payable to the Cleveland Heights Director of Finance, with the first annual payment due and owing thirty days after passage of the assessment ordinance under Section 727.25 of the Ohio Revised Code. Successive annual payments shall be due and owing thirty (30) days after receipt of an invoice from the Director of Finance.

SECTION 6. No securities shall be issued in anticipation of the levy of the special assessments or in anticipation of the collection of the special assessments.

SECTION 7. The costs of the public services plan and the estimated first-year assessments for affected properties are presently on file with the Clerk of Council and available for inspection.

SECTION 8. The Clerk of Council be, and she is hereby, authorized and directed to serve notice of the passage of this Resolution upon the owners of each of the properties included in the Special Improvement District in the manner provided by law, and to make appropriate record of proof of service.

SECTION 9. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights, or by posting the full text of this Resolution to the City of Cleveland Heights website.

SECTION 10. It is necessary that this Resolution become immediately effective as an emergency measure necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to meet county taxing deadlines. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

RESOLUTION NO. 148-2025(F)

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____ Approved: _____

KAHLIL SEREN
Mayor

EXHIBIT A

Coventry Village Special Improvement District

1824 Coventry Road, Cleveland Hts., OH 44118 P: (941) 232-0187

Email: Coventryvillagestaff@gmail.com

Table 1: Proposed CVSID 2024 Annual Budget

CVSID Proposed Fiscal Year 2024 Budget by General Categories and Approximate Percentages

Category Description	%
Administration / Coordination of CVSID Programs & Communications	10%
Professional Services, Office Expenses & Insurances	10%
Marketing, Advertising & Promotions	18%
Physical Maintenance: Upkeep & Beautification of Public Areas	60%
Contingencies	2%
TOTAL	100%

CVSID Board recommendation is that Fiscal Year 2024 Annual Budget be set at \$173,250.

Table 2: Proposed CVSID Fiscal years 2025-2025 Annual Budget

(Assume a 3% annual increase over 2024 Fiscal year Annual Budget of \$173,250)

Category Description	%
Administration / Coordination of CVSID Programs & Communications	10%
Professional Services, Office Expenses & Insurances	10%
Marketing, Advertising & Promotions	18%
Physical Maintenance: Upkeep & Beautification of Public Areas	60%
Contingencies	2%
Category percentages may vary from year to year based on program needs, grants, additional revenues, cash carry-forwards and other factors.	100%

**COVENTRY VILLAGE SPECIAL IMPROVEMENT DISTRICT
ANNUAL BUDGET
2023 - 2024 FISCAL YEAR**

REVENUES

Real Estate Tax Assessment	\$175,000	
Cuyahoga County Collection Fee	<u>-1,750</u>	
TOTAL REVENUE		\$173,250

EXPENSES

Executive Director Compensation	\$34,250	
Bookkeeping and Audit	10,000	
Advertising/Promo/Web/Social Media	9,000	
Insurance Coverages (Property, Liability & Directors & Officers)	7,000	
Office Expenses (Postage, Delivery, Telephone, Clerical)	300	
Maintenance Payroll (includes Wages Taxes & Payroll Service)	25,000	
Equipment Repairs/Supplies	<u>2,000</u>	
SUBTOTAL		87,550

Utilities

Electricity	\$7,000	
Water/Sewer	<u>6,000</u>	
SUBTOTAL		13,000

Street Maintenance

Landscape Maintenance	\$7,200	
Sprinkler Maintenance/Repairs	2,500	
Rock Salt	500	
Pest Control	<u>2,300</u>	
SUBTOTAL		12,500

Street Beautification

Flowers/Planting	\$20,600	
Hanging Baskets (including Installation)	3,825	
Holiday Lighting (Material/Installation)	1,600	
GFI Outlets (Material/Installation)	500	
Spring & Fall Clean Up	6,000	
Mulch	<u>4,500</u>	
SUBTOTAL		37,025

Public Art Fund	15,000	
Transfer for Summer Programs	5,000	
Contingencies	<u>3,175</u>	

TOTAL EXPENSES		\$173,250
NET SURPLUS (DEFICIT)		<u>0</u>



Date: 7.25.25

To: City Council

From: Justin Hines, Assistant Law Director

Subject: Cedar Fairmount SID's Assessment Equalization Board Appointment Memo

Purpose Statement: To appoint Lorna Rudolph, Joe Mendes, and Kathy Flora to the Cedar-Fairmount Special Improvement District, Inc.'s Assessment Equalization Board; and declaring the necessity that this legislation become immediately effective as an emergency measure.

The Board shall meet to hear said objections, if any. The Mayor is hereby designated to fix the date and time of such hearing. Notice shall be given pursuant to Section 727.16 of the Ohio Revised Code. Upon completion of such equalization, the Board shall report its recommendations to City Council.

Is this legislation recurring: Yes: _____ No: X

Is emergency language necessary: Yes: X No: _____

If yes, why? To allow the SID to complete the renewal process in time to meet the County's special assessment deadline.

Is passage on first reading necessary: Yes: _____ X No: _____

If yes, why? Passing on first reading allows the SID to complete the renewal process in time to meet the County's special assessment deadline.

If funding is required, is it already budgeted for? Yes: _____ No: _____ N/a: X

If not already budgeted for, where will funding come from?

Proposed: 08/04/2025

RESOLUTION NO. 149-2025(PD), *First Reading*

By President Cuda

A Resolution appointing an Assessment Equalization Board to hear objections related to the estimated assessments for public services plans for the Cedar-Fairmount Special Improvement District (SID); and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, because of time constraints this Council desires to appoint an Assessment Equalization Board to hear any objections which may be made to the estimated assessments associated with the Cedar-Fairmount SID's 5 year plan of services.

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

SECTION 1. Lorna Rudolph, Joe Mendes, and Kathy Flora, who are disinterested freeholders in the City of Cleveland Heights but outside of the Cedar-Fairmount SID, are hereby appointed to act as an Assessment Equalization Board to hear and determine all timely written objections to the estimated assessments on file with the Director of Finance and to equalize such estimated assessments as it thinks proper to conform to the standards prescribed in Resolution No. 148-2025 and to perform all other duties set forth in Section 727.16 of the Ohio Revised Code.

SECTION 2. The Clerk of Council, following consultation with the Department of Law and Department of Finance, shall fix a date and time for the Board to meet to hear said objections, if any. Notice shall be given pursuant to Section 727.16 of the Ohio Revised Code. Upon completion of such equalization, the Board shall report its recommendations to City Council.

SECTION 5. It is found and determined that all formal actions of the Council relating to the adoption of this Resolution were taken 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 6. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights or by posting the full text of this Resolution to the City of Cleveland Heights website.

SECTION 6. It is necessary that this Resolution become immediately effective as an emergency measure necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being

RESOLUTION NO. 149-2025(PD)

the need to meet county taxing deadlines. Wherefore, provided it receives the affirmative vote of five or more of the members elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____

Approved: _____

KAHLIL SEREN
Mayor



Date: August 1, 2025

To: City Council

From: Addie Balester, Clerk of Council

Subject: Approve replacement pages to the Cleveland Heights Codified Ordinances

Purpose Statement: To approve the current replacement pages to the Cleveland Heights Codified Ordinances.

The Clerk periodically submits ordinances passed by Council to American Legal Publishing to ensure the Cleveland Heights Codified Ordinances are kept current, both online and in the printed copies distributed to various City Hall departments. This legislation authorizes the most recent update, including the replacement pages and online revisions to the Codified Ordinances of the City of Cleveland Heights.

Is this legislation recurring: Yes: ☒ No: ☐

Is emergency language necessary: Yes: ☒ No: ☐

If yes, why? In order to ensure both the physical copies, and online codified ordinances are up to date.

Is passage on first reading necessary: Yes: ☒ No: ☐

If yes, why? Same as above

If funding is required, is it already budgeted for? Yes: ☐ No: ☐ N/a: ☒

If not already budgeted for, where will funding come from?

Proposed: 08/04/2025

ORDINANCE NO. 150-2025(COTW), *First Reading*

By President Cuda

An Ordinance to approve current replacement pages to the Cleveland Heights Codified Ordinances; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, various ordinances of a general and permanent nature have been passed by Council which should be included in the Codified Ordinances; and

WHEREAS, certain provisions of Part Three, Traffic Code, and Part Five, General Offenses Code should be amended to conform to changes to comparable State statutes; and

WHEREAS, the City has heretofore entered into a contract with the Walter H. Drane Company to prepare and publish such amendments.

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

SECTION 1. The following ordinances of the City of Cleveland Heights, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the 2025 Replacement Pages to the Codified Ordinances, are hereby approved and adopted:

<u>Ordinance Number</u>	<u>Date</u>	<u>Codified Ordinance Section</u>
102-2024	6-17-24	140.02
103-2024	6-17-24	150.02
167-2024	9-9-24	111.23
190-2024	10-21-24	331.43
244-2024	1-21-25	1351.35
259-2024	12-16-24	1311.051 to 1311.053, 1311.06 to 1311.12, 1311.15, 1311.99
010-2025	2-18-25	1103.02, 1103.03, 1107.01, 1107.02, 1119.05, 1111.05, 1113.03, 1115.06, 1115.08 to 1115.10, 1117.03, 1121.04, 1121.08, 1121.12, 1123.01, 1123.04, 1123.07, 1123.11, 1123.12, 1131.01 to 1131.03, 1131.06, 1131.08,

ORDINANCE NO. 150-2025(COTW)

	1131.13, 1131.14,
Ordinance <u>Number</u> <u>Date</u>	Codified Ordinance <u>Section</u>
010-2025 (Cont.)	1141.01, 1143.10, 1153.03, 1153.05, 1155.01 to 1155.08, 1161.03, 1161.051, 1161.06, 1161.105, 1161.12, 1163.03, 1163.05 to 1163.09, 1165.02 to 1165.03, 1165.07, 1165.08, 1166.02, 1166.04, 1166.05, 1166.07 to 1166.10, 1175.01, 1175.02

SECTION 2. The following sections and chapters of the Codified Ordinances shall be, and hereby are added, amended or repealed as respectively indicated in order to conform with changes in State Law. The complete text of the sections of the Codified Ordinances listed below are set forth in full in the current 2025 Replacement Pages to the Codified Ordinances. A summary of the amendments is set forth in Exhibit A which is attached to this Ordinance.

Traffic Code

303.01 (Amended)	Compliance with Lawful Order of Police Officer; Fleeing.
333.01	Driving or Physical Control While Under the Influence. (Amended)
333.07	Street Racing, Stunt Driving and Street Takeovers Prohibited. (Amended)
335.04	Certain Acts Prohibited. (Amended)
335.072	Driving Under Financial Responsibility Law Suspension or Cancellation; Driving Under a Nonpayment of Judgment Suspension. (Amended)
335.074	Driving Under License Forfeiture or Child Support Suspension. (Amended)
337.26	Child Restraint System Usage. (Amended)

General Offenses Code

513.01	Drug Abuse Control Definitions. (Amended)
513.02	Gift of Marihuana. (Amended)
513.03	Drug Abuse; Controlled Substance Possession or Use. (Amended)
513.04	Possessing Drug Abuse Instruments. (Amended)
513.05	Permitting Drug Abuse. (Amended)
513.07	Possessing or Using Harmful Intoxicants. (Amended)
513.08	Illegally Dispensing Drug Samples. (Amended)
513.12	Drug Paraphernalia. (Amended)

General Offenses Code (Cont.)

513.17	Pseudoephedrine Sales. (Added)
525.05	Failure to Report a Crime, Injury or Knowledge of Death. (Amended)
533.01	Obscenity and Sex Offenses Definitions. (Amended)
533.03	Unlawful Sexual Conduct with a Minor. (Amended)
533.04	Sexual Imposition. (Amended)
533.16	Grooming. (Added)
537.02	Vehicular Homicide and Manslaughter. (Amended)
537.021	Vehicular Assault in a Construction Zone. (Amended)
537.14	Domestic Violence. (Amended)
537.21	Illegal Use of a Tracking Device or Application. (Added)
545.01	Theft and Fraud Definitions. (Amended)
545.05	Misdemeanor Theft. (Amended)
549.15	Concealed Handgun Licenses; Possession of Revoked or Suspended License; Additional Restrictions; Posting Signs Prohibiting Possession. (Amended)

SECTION 3. The aforementioned amendments to the Codified Ordinances, as revised, recodified and consolidated into component codes, titles, chapters and sections within the 2025 Replacement Pages to the Codified Ordinances, are hereby approved and adopted.

SECTION 4. It is found and determined that all formal actions of the Council relating to the adoption of this Resolution were taken 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 5. Notice of the passage of this Ordinance shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights or by posting the full text of this Ordinance to the City of Cleveland Heights website.

SECTION 6. It is necessary that this Ordinance become immediately effective as an emergency measure necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to distribute current replacement pages to the Codified Ordinances. Wherefore, provided it receives the affirmative vote of five or more of the members elected or appointed to this Council, this Ordinance shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

ORDINANCE NO. 150-2025(COTW)

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____

Approved: _____

KAHLIL SEREN
Mayor

EXHIBIT A

303.01 Compliance with Lawful Order of Police Officer; Fleeing. (Amended)
(Amends violation provisions.)

333.01 Driving or Physical Control While Under the Influence. (Amended)
(Adds “oral fluid” to what may be submitted for testing and evidence.)

333.07 Street Racing, Stunt Driving and Street Takeovers Prohibited.
(Amended) (Adds “stunt driving” and “street takeover” prohibitions.)

335.04 Certain Acts Prohibited. (Amended) (Amends requirements in
subsection (a)(5).)

335.072 Driving Under Financial Responsibility Law Suspension or
Cancellation; Driving Under a Nonpayment of Judgment Suspension. (Amended)
(Amends restrictions in subsection (a). Amends violation provision in subsection (d).)

335.074 Driving Under License Forfeiture or Child Support Suspension.
(Amended) (Deletes an ORC reference in subsection (a)(1).)

337.26 Child Restraint System Usage. (Amended) (Adds “clinical nurse
specialist or certified nurse practitioner” to exceptions in subsection (h).)

513.01 Definitions. (Amended) (Amends definitions in (uu)(5) and (7).) (Adds
new subsection (uu)(38) to the list of “professionally licensed persons”).

513.02 Gift of Marihuana. (Amended) (Former Ohio R.C. from which Section
513.02 was derived was superseded by the changes made to Ohio R.C. 3780.36
enacted by Initiative Petition. See Section 513.16 for relevant provisions.)

513.03 Drug Abuse; Controlled Substance Possession or Use. (Amended)
(Adds additional ORC citation to subsection (b)(1) A.)

513.04 Possessing Drug Abuse Instruments. (Amended) (Adds 2 additional
ORC citations to subsection (b)(1). Amends violation provisions in subsection (d).)

513.05 Permitting Drug Abuse. (Amended) (Amends the sanctions for violation
in subsections (d) and (e).)

513.07 Possessing or Using Harmful Intoxicants. (Amended) (Amends the
sanctions for violation in subsection (c).)

513.08 Illegally Dispensing Drug Samples. (Amended) (Adds 3 additional ORC
citations to subsection (b). Amends the sanctions for violation in subsection (d).)

513.12 Drug Paraphernalia. (Amended) (Adds 2 additional ORC citations to
subsection (d)(1). Amends the sanctions for violation in subsection (g).)

513.17 Pseudoephedrine Sales. (Added) (Adds regulations for the sale of
pseudoephedrine products or ephedrine products.)

ORDINANCE NO. 150-2025(COTW)

525.05 Failure to Report a Crime, Injury or Knowledge of Death. (Amended) (Adds provisions for “licensed medical professionals” in new subsection (f). Re-letters the following subsections.)

533.01 Obscenity and Sex Offenses Definitions. (Amended) (Adds definition for “licensed medical professional”.)

533.03 Unlawful Sexual Conduct with a Minor. (Amended) (Removes reference to “spouse of the offender”.)

533.04 Sexual Imposition. (Amended) (Removes reference to “spouse of the offender”.) (Amends prohibitions in subsection (a) to align with ORC changes.)

533.16 Grooming. (Added) (Adds regulations prohibiting “grooming” of a minor.)

537.02 Vehicular Homicide and Manslaughter. (Amended) (Adds “utility vehicle” and “mini-truck” to the restrictions.) (Amends subsections (a)(1) to (3) to align with ORC. Adds 2 definitions to subsection (e).)

537.021 Vehicular Assault in a Construction Zone. (Amended) (Adds “utility vehicle” and “mini-truck” to the restrictions.)

537.14 Domestic Violence. (Amended) (Amends subsection (d)(4) to align with ORC.)

537.21 Illegal Use of a Tracking Device or Application. (Added) (Adds regulations prohibiting illegal use of a tracking device or application.)

545.01 Theft and Fraud Definitions. (Amended) (Adds an additional ORC citation to subsection (k)(1).)

545.05 Misdemeanor Theft. (Amended) (Amends penalty provisions for theft violations in subsections (b) and (c).)

549.15 Concealed Handgun Licenses; Possession of Revoked or Suspended License; Additional Restrictions; Posting Signs Prohibiting Possession. (Amended) (Adds fire investigator to exceptions in new subsection (b)(5)D). (Adds immunity for nonprofit corporations in new subsection (b)(2) B.4.)



Date: 8/1/25

To: Honorable Members of Cleveland Heights City Council

From: William Hanna, Law Director and Yamini Adkins, Assistant Law Director

Subject: Legislation requesting ratification of Collective Bargaining Agreement between the city of Cleveland Heights and the Laborer' International Union of North America (LIUNA), Local 860

Purpose Statement: Pursuant to ORC 4117.10 (B), the public employer shall submit a request for funds necessary to implement an agreement and for approval of an any other matter requiring the approval of the legislative body within fourteen days of the date the parties finalize the agreement...but if council is not in session at the time, then within fourteen days after it convenes.

This submission and request for approval falls within this time frame.

Is this legislation recurring: Yes: _____ No: X

Is emergency language necessary: Yes: X No: _____

If yes, why? Due to time lines as set forth above under "Purpose", the City can properly determine the outcome based on the appropriate date of submission.

Is passage on first reading necessary: Yes: _____ No: X

If yes, why? Failure of the council to approve or reject the submission within thirty 30 days of submission will automatically result in its approval.

If funding is required, is it already budgeted for? Yes: X No: _____

If not already budgeted for, where will funding come from? General Fund

Proposed: 08/04/2025

ORDINANCE NO. 151-2025(AS), *First Reading*

By Mayor Seren

An Ordinance to accept the tentative agreement in the matter of the City of Cleveland Heights and Laborers' International Union of North America (LIUNA), Local 860, SERB Case No. 2025-MED-01-0024; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, the City of Cleveland Heights, Ohio, (public employer) and the Laborers' International Union of North America (LIUNA), Local 860 (Union), reached a tentative agreement for a new collective bargaining agreement under the provisions of chapter 4117 of the Ohio Revised Code (ORC); and

WHEREAS, the Union ratified the tentative agreement under the provisions of ORC §4117.10 on July 28, 2025; and

WHEREAS, pursuant to ORC §4117.10 the public employer has submitted the agreement to the Council of the City of Cleveland Heights, as the legislative body, on August 4, 2025; and

WHEREAS, pursuant to ORC §4117.10 (B), the legislative body must approve or reject the submission as a whole, and the submission is deemed approved if the legislative body fails to act within thirty (30) days after the public employer submits the agreement; and

WHEREAS, upon review, the administration and the legislative body have determined that the tentative agreement is acceptable as a whole in consideration of the interests of the City of Cleveland Heights and the interest and welfare of the public. Further, acceptance of tentative agreement is acceptance only as to specified wages, hours, terms and other conditions of employment for bargaining unit employees, and shall not be construed to establish fixed staffing levels nor to require specific departmental funding requirements.

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

SECTION 1. The tentative agreement between the parties as submitted, to be effective from April 1, 2025 through March 31, 2028 is hereby accepted by the Council of the City of Cleveland Heights, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference. Further, the Mayor is hereby authorized to execute on behalf of the City of Cleveland Heights the final document reflecting this agreement.

SECTION 2. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal actions were, unless otherwise exempted, in meetings open to the

ORDINANCE NO. 151-2025(AS)

public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3. Notice of the passage of this Ordinance shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights or by posting the full text of this Ordinance to the City of Cleveland Heights website.

SECTION 4. It is necessary that this Ordinance become immediately effective as an emergency measure necessary for the preservation of the public peace, health, safety and welfare of the citizens of the City of Cleveland Heights, the immediate emergency being the necessity to act within thirty (30) days of the submission of the agreement consistent with the provisions of ORC §4117.10(B). Wherefore, provided it receives the affirmative vote of five or more of the members elected or appointed to this Council, this Ordinance shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____ Approved: _____

KAHLIL SEREN
Mayor

Proposed: 08/04/2025

RESOLUTION NO. 154-2025(PSH), *First Reading*

By Mayor Seren

A Resolution authorizing the Mayor to execute an agreement with Panzica Construction to provide for the HVAC, electrical, and other related work necessary for the public improvement of replacing and upgrading the Division of Police's existing officer lockers; and declaring the necessity that this legislation be effective immediately as an emergency measure.

WHEREAS, the lockers currently in use by the City's Division of Police have deteriorated beyond repair and pose a risk to the health and safety of its personnel;

WHEREAS, this Council authorized the purchase and installation of new "power ready" and "air extraction ready" lockers through Resolution No. 135-2025, passed June 30, 2025;

WHEREAS, the installation of these lockers requires redesign of the HVAC and electrical systems servicing the locker rooms where the lockers will be installed, selection of contractors to perform the work, and oversight of the construction process ("Project");

WHEREAS, the Codified Ordinances of the City of Cleveland Heights, Ohio, Section 171.02(d), permits Council to authorize the award of a guaranteed maximum price contract to a construction manager upon making the determinations provided in Section 1, below; and

WHEREAS, Panzica Construction has offered, through its revised proposal of April 18, 2025, to serve as construction manager for the project, providing the design services necessary to begin the bidding phase and establish a guaranteed maximum price for the completion of the Project.

BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. This Council determines that the estimated cost of the Project is in excess of seventy-five thousand dollars (\$75,000.00); that it is in the best interest of the City and cost effective to select a construction manager who will enter into a contract to provide labor and materials for all phases of the improvement at a guaranteed maximum price; and that the selection of Panzica as construction manager shall expedite the selection and coordination of other qualified contractors or subcontractors, and the performance and completion of the Project

SECTION 2. Notwithstanding any provision of Codified Ordinances Chapter 171 to the contrary, the Mayor is hereby authorized to execute an agreement with Panzica

RESOLUTION NO. 154-2025(PSH)

Construction to provide for the HVAC, electrical, and other related work necessary for the public improvement of replacing and upgrading the Division of Police's existing officer lockers. The procedures and processes established therein shall be pursuant to the provisions of C.O. Sections 171.06 through 171.09, and shall contain such other terms as deemed necessary, and approved as to form, by the Director of Law.

SECTION 3. It is found and determined that all formal actions of the Council relating to the adoption of this Resolution were taken 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 4. Notice of the passage of this Resolution shall be given by publishing the title and abstract of contents, prepared by the Director of Law, once in one paper of general circulation in the City of Cleveland Heights, or by posting the full text of this Resolution on the City of Cleveland Heights website.

SECTION 5. It is necessary that this Resolution become immediately effective as an emergency measure necessary for the preservation of public peace, health, and safety of the inhabitants of the City of Cleveland Heights, such emergency being the availability of safe, clean, and functional facilities, upon which Cleveland Heights police officers rely in the performance of their duties. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____ Approved: _____

KAHLIL SEREN
Mayor

Memorandum

Date:

To:

From:

Subject:

Purpose Statement:

Is this legislation recurring: Yes: _____ No: _____

Is emergency language necessary: Yes: _____ No: _____

If yes, why?

Is passage on first reading necessary: Yes: _____ No: _____

If yes, why?

If funding is required, is it already budgeted for? Yes: _____ No: _____

If not already budgeted for, where will funding come from?



CLEVELAND HEIGHTS POLICE DEPARTMENT

To: Mayor Seren, Safety Director
Rodney Hairston, Finance Director

From: Christopher M. Britton, Chief of Police

Date: 6/10/2025

Re: All City Management Services, Inc.- School Crossing Guard Services Contract

Sir,

I am requesting the introduction of a Resolution to allow you to enter into an agreement on behalf of the city for school crossing guard services with All City Management Services, Inc. The City of Cleveland Heights and the Cleveland Heights-University Heights School District have a continued need for crossing guards to ensure the safety of our residents and students.

Currently, we have a contract with the above-mentioned company that expires on 12-31-25.

On 5-5-25, a formal Request for Qualifications (RFQ) / Invitation to Bid (ITB) was legally posted with a response/bid deadline of 6-2-25. Two companies responded, and their proposals were forwarded to the Law Department for review.

Using the prescribed evaluation criteria, it is my recommendation that the services offered by All City Management, Inc. best meet the City's needs, including the overall lowest price.

Further, All City Management, Inc. has been providing these services for the past nine years with many of the same guards. All City Management, Inc. has over forty years' experience and is a minority owned business.

Attached are the RFQ/ITB, the two proposals that were considered, and the non-binding notification of award sent to All City Management Services, Inc. for your review.

The pricing will remain the same as our current contract of \$133,504.00 for FYs 2026-2027. With the renewal options exercised, years three and four will have a 2.6% and a 2.9% increase, respectively. This contract will be budgeted for annually, with the entire four-year agreement not to exceed \$544,930.48.

Respectfully Submitted,

Chief Britton

A handwritten signature in blue ink that reads "Ch. Britton".

ALL CITY MANAGEMENT SERVICES

“The Crossing Guard Company”

**A Proposal for
City of Cleveland Heights
RFQ for Crossing Guard Services**

June 2, 2025

Presented by



David Mecusker, Marketing & Contracts Manager
10440 Pioneer Boulevard, Suite 5, Santa Fe Springs, CA 90670
OFFICE PHONE: 800.540.9290 FAX: 310.202.8325
EMERGENCY DISPATCH: 877.512.2267
www.thecrossingguardcompany.com

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TAB A - TITLE PAGE

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ALL CITY MANAGEMENT SERVICES

June 2, 2025

Lt. Sean Corrigan
City of Cleveland Heights
RFQ/ITB: Crossing Guard Services
40 Severance Circle, Cleveland Heights, OH 44118

Dear Lieutenant,

On behalf of All City Management Services, Inc. (ACMS), I would like to express our sincere appreciation for the potential opportunity to continue to serve the community of Cleveland Heights. We are proud to have served the community of Cleveland Heights for the past nine (9) years and look forward to possibly serving the community once again.

We have received the Request for Qualifications and have reviewed the Scope of Work and Proposal Requirements.

We feel very confident in our ability to continue to effectively and efficiently serve the community of Cleveland Heights. Our goal is simple, to continue to relieve the City of Cleveland Heights of the day-to-day responsibilities of managing a model Crossing Guard Program. As your full services contractor, we will continue to assume complete responsibility for the day-to-day operations of the School Crossing Guard Services program. This includes recruitment, background clearance, hiring, training, equipment, payroll, supervision, and management of the program. We will continue to maintain local supervision, alternate guards, a paging system, and a 24-hour 800 number to ensure adequate response and immediate back-up for any Crossing Guard absent from duty for any reason. We also establish communication with each school to ensure proper scheduling.

With the development of our "Crossing Guard App" we have revolutionized the way timekeeping, transparent oversight and real time data impact a School Crossing Guard Services program. With this "App" we geofence each location serviced in the programs we manage, with guards only able to clock in using this "App" when they are physically on site.

In real time our Area Supervisors can see which locations have guards checked in and within a minute of a scheduled shift if someone has not checked in our Area Supervisor will get a text message with a link to call the guard on their phone. This technological advancement not only improves the efficiency of timekeeping but also assists our recruitment team with data on which zip and area codes to target based on staffing data.

Each program we manage benefits from the technological advancements we have made and our benchmark training model. We have become the nation's largest provider of private crossing guards as a result of our singular focus to this industry as well as the development of rigorous training. This includes our **"Employee Handbook for School Crossing Guards"** which details our Job Requirements, the initial and ongoing Training we provide, including our Site Evaluations, Independent Field Observations, our Rules of Conduct, Crossing Guard of the Year recognition and the Certification Requirements for all ACMS Crossing Guards.

We are certainly excited about the possibility of continuing to provide School Crossing Guard Services for the City of Cleveland Heights. If you have any questions, please feel free to contact me at 800 540-9290.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Mecusker', with a horizontal line extending to the right.

David Mecusker
Marketing & Contracts Manager
david@thecrossingguardcompany.com



ALL CITY MANAGEMENT SERVICES

COMPANY PROFILE

All City Management Services, Inc. (ACMS), is a California based Corporation founded in 1985. We are the largest provider of School Crossing Guard services, managing both large and small Crossing Guard Programs. We currently employ over 8,500 School Crossing Guards dedicated to safety, serving cities, towns, communities, schools and school districts nationwide.

One defining issue that distinguishes **ACMS** is that we are the only company that *exclusively* provides School Crossing Guard Services. It is our commitment to limiting the scope and focus of the company to School Crossing Guards that has helped us emerge as ***"The Crossing Guard Company"***. We have successfully privatized the Crossing Guard programs for over 320+ agencies. Ultimately our clients become the beneficiaries of our single-minded approach toward this industry.

The heart of our business is in assuming responsibility for the task and challenges of conducting a successful Crossing Guard Program. Toward that end, in our typical contractual arrangement we assume responsibility for; recruitment, local hiring, background clearance compliant with Department of Justice standards, initial and ongoing training, payroll and administrative support functions, coordination of assigning qualified substitutes during absences, local supervision, complaint investigation and resolution, communicating with schools and site safety inspections.

One of the benefits we bring to any agency is our expertise in overseeing a seamless transition from public to private management of the program. The continuity of the Crossing Guards' employment is a key component of a seamless transition. We value the experiences and understanding of the Crossing Guards currently working in each program we manage. Much of our success with individual programs is a result of the experience and knowledge these Crossing Guards bring to our management.

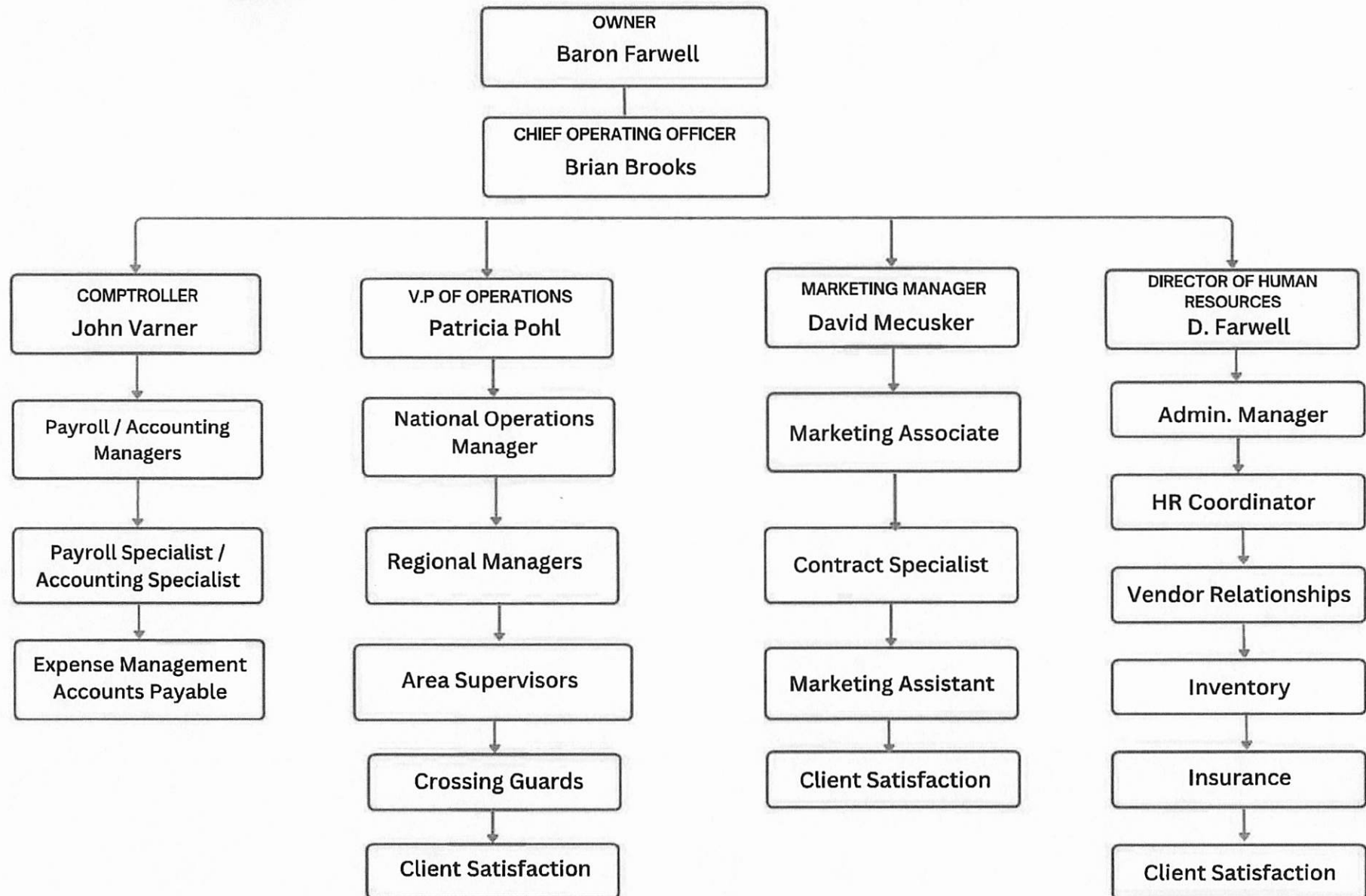
With over 40 years of experience, **ACMS** leads the Crossing Guard Industry in the development of Crossing Guard standards for training, supervision and safety.

Each program we have taken on has brought a unique set of issues and challenges. The heart of our success has been our ability to articulate these challenges and experiences into our training, policies and procedures to benefit all Crossing Guards in all the cities, towns and communities we service.

TAB B – PROPOSED SCOPE OF WORK/SPECIFICATIONS OVERVIEW



ALL CITY MANAGEMENT SERVICES





ALL CITY MANAGEMENT SERVICES

**City of Cleveland
Heights**



**Vice President of Operations
Patricia Pohl
310 877 7045 cell**

**National Operations Manager
Kim Brooks
913 333 2563 cell**



**Team Manager
Jennifer Metcalf
262 333 9449 cell**



**Area Supervisor
Spring Jackson
216 258 1481 cell**



11 Crossing Guards

Field Management Personnel

The most significant resources ACMS brings to any Crossing Guard program is the depth and scope of **management** provided by the years of experience brought by our operational management team. The community of Cleveland Heights will benefit from a team concept which consists of a local Area Supervisor, Team Manager, National Operations Manager and Vice President of Operations. Each Member of our management team is available 24 hours a day via cellular telephone. The following is a brief synopsis of the respective duties of each.

Area Supervisor (Spring Jackson) Spring will continue to serve as Area Supervisor for the City of Cleveland Heights crossing guard program, she will manage all aspects of the daily supervision of the program of eleven (11) Crossing Guards and alternate/relief pool. With support from the Team Manager and National Operations Manager, the Area Supervisor will typically recruit, hire, train and provide personnel management for all the sites they oversee and interface with school staff as needed. In addition to communicating with City and School staff, they are responsible for ensuring each employee receives the proper number of Site Performance Evaluations, complete the Certification mandates. Spring Jackson reports directly to the Team Manager.

Team Manager (Jennifer Metcalf): Jennifer will continue to serve as Team Manager with assistance from our National Operations Manager, she will directly manage your Local Area Supervisor and provide training and support. Jennifer will also interface with City representatives and School staff as needed. She will assist in the hiring of the Local Area Supervisor and Crossing Guards as well as the development and implementation of training programs and certification standards. Jennifer has considerable experience as a Team Manager overseeing programs in Ohio, Wisconsin, Illinois, and Michigan. Jennifer will ensure compliance with Company standards and District expectations. Jennifer Metcalf reports directly to the National Operations Manager.

National Operations Manager (Kim Brooks): Kim has over 10 years in the industry providing field management and support for ACMS. She is responsible for the development and implementation of operational standards, training programs, safety instruction and compliance with all legal requirements and restrictions. Works directly with Team Manager to ensure all program standards are being met. Kim has extensive experience implementing and managing comparable and larger programs. She is responsible for initial training and orientation for all new client programs. Kim Brooks reports directly to Vice President of Operations.

Vice President of Operations (Pat Pohl): Pat has over 32 years of industry experience. She is responsible for overall contract compliance. Works with the National Operations Manager on the development of training programs and implementation of safety standards. Coordinates the flow of information between operations and administrative staff.

PATRICIA J. POHL
21896 Red River Drive, Lake Forest, CA 92630 . 310.877.7045

WORK HISTORY

2010 to present All City Management Services, Inc.
10440 Pioneer Blvd., Suite 5
Santa Fe Springs, California 90670

Vice President of Operations: Full responsibility for the planning, direction and coordination of all field-based leadership personnel nationwide (250+). Accountable for development and implementation of cost-effective procedures to meet current and future company needs. Responsible for all aspects of operations to ensure successful compliance with policies and procedure resulting in achieving optimum safety standards.

1998 to 2010 All City Management Services, Inc.
1749 South La Cienega Blvd.
Los Angeles, California 90035

Operations Manager: Accountable for management of day-to-day operations of field 50+ area supervisors. Responsible for development, implementation and compliance for all training programs as well as Safety Certification standards for all Crossing Guards.

1994 to 1998 All City Management Services, Inc.
1749 South La Cienega Blvd.
Los Angeles, California 90035

Area Supervisor: Responsible for hiring, training, coordinating and scheduling 45 school crossing guards. Served as company liaison to city governments, school districts and community.

1967 to 1994 Various Management, Sales and Administrative Positions

Restaurant Manager, Advertising Sales Account Representative, Executive Assistant, Office Manager:
Employment history of repeated promotion to positions of leadership and management based on work ethic and commitment to the success of employer.

PROFESSIONAL ASSOCIATIONS

Previously invited to serve as the only private sector representative on:
California Crossing Guard Training Expert Review Panel
Safe Routes to School Technical Assistant Resource Center (SRTS TARC) a project of California Active Communities within the California Department of Public Health (CDPH)

Previously retained as Expert Witness and Person Most Knowledgeable in several litigations related to personal injury accidents involving School Crossing Guards.

Florida Department of Transportation
School Crossing Guard Trainer Certification, currently status; active

Kimberly M. Brooks

15607 W. 83rd Street • Lenexa, KS 66219 • (913)952-9159
kim@thecrossingguardcompany.com

NATIONAL OPERATIONS MANAGER

Proven advocate for pedestrian safety by effectively administering company policies and procedures to employees. Operations leader that utilizes training and mentoring techniques to develop continuous improvement efforts with Regional Managers toward staff development.

Skilled in organizing staff and planning for complete site coverage. Effective in recruiting from various sources and using system planning to align resources. Excellent communicator capable of building relationships with clients, supervisory staff, guards, and internally at any organizational level.

- | | |
|-------------------------|------------------------|
| ✓ Client engagement | ✓ Safety focused |
| ✓ Recruiting & Training | ✓ Coaching & Mentoring |
| ✓ Relationship Builder | ✓ Problem-solver |

Professional Experience

ALL CITY MANAGEMENT SERVICES

2016 to Present

National Operations Manager – May 2020 to Present

- Responsible for overseeing the day-to-day functions of the Regional Manager.
- Identify challenge programs in cooperation with Regional Manager.
- Oversee Client Relationships.
- Assist in the development and transition of new programs.

National Advertising and Recruiting Coordinator – February 2018 – May 2020

- Manage advertising and nationally.
- Recruit, hire and train Recruiting Coordinators to build relationships within their community.
- Collaborate directly with Regional Manager to combat staffing issues within areas directly.
- Develop new strategies for recruiting.

Regional Supervisor – September 2016 to 2018

- Administer policies through training of supervisory staff and monitoring compliance of guard performance.
- Serve as liaison with contracting point of contacts and company to communicate and resolve any operational issues such as site modifications and pedestrian counts.
- Oversee programs covering over 200 sites in Kansas, Missouri and Iowa.
- Other duties include approving payroll, onboarding and training employees.

Area Supervisor – July 2016 to 2018

- Recruit, train and staff crossing guards in the City of Lenexa.
- Overall administrative functions for the area.

Kimberly M. Brooks

SECURITAS

2015 to 2016

Crossing Guard – August 2015 to May 2016

- Conduct safe crossings for pedestrians.

VARIOUS DENTAL PRACTICES

1992 to 2013

Expanded Functions Dental Assistant – 9 years

- Expanded functions include placing composite and amalgam fillings, polishing fillings, packing retraction cord, taking impressions for crowns, bite splints, and making temporary crowns.
- Working with children that have special needs.
- Charting treatment plans and patient chart maintenance.
- Dietary, preventive and treatment consultations with patients.

Dental Assistant – 12 years

- Chair-side duties include assisting in all procedures including fillings, crown preps, root canals and surgical extractions.
- Scheduling appointments, creating treatment plans and presenting them to patients.
- Supply management, equipment repairs and maintenance. Maintain OSHA standards.

Education and Training

Johnson County Community College
Prerequisites for Dental Hygiene

State of Pennsylvania
Certificate of Radiology

York Vocational Technical School
Dental Assistant Technical School

JENNIFER METCALF

Waukesha, WI 53188 ♦ (262) 233-3066 ♦ Jenniferm@thecrossingguardcompany.com

PROFESSIONAL SUMMARY

Proactive manager with demonstrated leadership abilities, strategic planning expertise and problem-solving acumen. Assists senior managers with accomplishing demanding targets by encouraging staff and coordinating resources. Methodical and well-organized in optimizing coverage to meet operational demands.

SKILLS

- | | |
|--------------------------------|------------------------------------|
| • Inventory Accuracy | • Recruiting and Interviewing |
| • Managing Multiple Priorities | • Employee Coaching and Motivation |
| • Statistical Data Gathering | • Staff Meetings |
| • Scene Blocking | • Hiring and Developing |
| • Scheduling and Coordinating | • Overseeing Employees |
| • Eligibility Evaluations | • Corrective Actions |
| • Directing Team Members | • Job and Task Observation |

WORK HISTORY

Team Manager, 03/2019 to Current

All City Management Services – Mid-West/Mid-East Area

- Maintained positive customer relations by addressing problems head-on and implementing successful corrective actions.
- Established team priorities, maintained schedules and monitored performance.
- Directed training and retraining of employees to boost performance and enhance business results.
- Effectively supervised by implementing company policies, protocols, work rules and disciplinary action.
- Defined clear targets and objectives and communicated to other team members.
- Evaluated employee performance and conveyed constructive feedback to improve skills.

Freight Team Supervisor, 02/2014 to 05/2019

Home Depot – Waukesha, WI

- Trained new staff on job duties, company policies and safety procedures for rapid onboarding.
- Handled day-to-day shipping and receiving overseeing more than 20,000 packages per day.
- Divided and categorized cargo received and redirected shipments in response to customer requests.
- Oversaw and motivated team of 20 employees in warehouse.
- Performed freight processing functions, assisting associates with irregularities in freight.
- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.
- Carried out day-day-day duties accurately and efficiently.
- Proved successful working within tight deadlines and fast-paced atmosphere.

School Crossing Guard, 04/2013 to 03/2019

Wisconsin Personal Protection Services – West Allis, WI

- Instructed children to safely cross streets using crosswalk and watching traffic lights.

- Used signs, hand signals and flags to control car and foot traffic conditions.
- Withstood adverse environmental conditions.
- Interrupted traffic to allow students, parents and other pedestrians to safely cross streets.

Store Manager, 08/2009 to 03/2013

Party City – West Allis, WI

- Managed inventory control, cash control and store opening and closing procedures.
- Managed store employees successfully in fast-paced environment through proactive communication and positive feedback.
- Completed point of sale opening and closing procedures.
- Maximized sales and minimized shrinkage through excellent customer service and adherence to standard practices.

Department Supervisor With Keys, 02/2000 to 05/2009

Walmart – Waukesha, WI

- Completed store opening and closing procedures.
- Counted out cash drawers and balanced totals.
- Improved customer service by projecting friendly and knowledgeable attitude.
- Trained and mentored new employees.

EDUCATION

No Degree: Forensic Science

American InterContinental University - Schaumburg, IL

GED: 06/1997

Waukesha South High School - Waukesha WI

Approach and Management Plan

ACMS will employ a Local and Regional Team Concept of management, which results in efficient field operations as well as providing a multifaceted response to potential problems. The Vice President of Operations and National Operations Manager will work together (with input from the City of Cleveland Heights) to establish specific program objectives and expectations. These Senior Managers then work directly with your Team Manager and Area Supervisor to implement the management plan. The City of Cleveland Heights Area Supervisor lives in the City of Cleveland Heights.

The National Operations Manager and Team Manager along with your local Area Supervisor have responsibility for the direct management of the Crossing Guards and together they will continue to ensure the City's operational expectations are met. Standards and expectations are communicated to Crossing Guards personally by their local supervisor so as to allow the employee a better understanding of the decision-making process. This helps reduce adversarial attitudes by establishing and enhancing the common goal of providing for the safety of school children.

The City of Cleveland Heights local Area Supervisor is in the field daily when crossings are covered by the guards, and they will continue to ensure all guards arrive on time and are ready for duties as scheduled. ACMS has developed a **Crossing Guard "App"** that is geo-fenced, which only allows guards to clock in once they are actually on site. This "App" will indicate when a crossing guard is on site and more importantly, allows ACMS to quickly identify when a guard is not on site. This "App" will generate a text message alert to be sent to an Area Supervisor after one minute of a Crossing Guard not checking in to their site with a link to the Crossing Guards phone.

Our "App" provides data on staffing levels, additionally where we have struggles staffing based on area code and zip codes. This enhances our ability to target tough to staff areas. This "App" will allow ACMS to not only quickly determine where staffing efforts are needed most but will also improve our billing and invoicing accuracy. Our billing/invoicing is tied to our payroll and by having a more efficient process for timekeeping, eliminates potential billing inaccuracies.

Crossing Guard performance and compliance with safety standards will continue to be accomplished through regular site visits by the local Area Supervisor, Team Manager and National Operations Manager. Any Crossing Guard who does not pass a performance evaluation will need to go through re-training to ensure they are performing at the highest levels.

In addition to verbal training and counseling, these managers are supported by the use of **Field Training Check Lists, Field Training Cards, Site Performance Evaluations**, and independent Field Observations. Reports of satisfactory completion of all levels of training and ongoing safety reviews will be summarized and available to the City representative. All training provided will be consistent with Ohio Department of Transportation, Manual for Uniform Control Devices and Safe Routes to School guidelines.

Background checks will be completed on all potential employees as allowed by Ohio state law. Successful completion of finger-print based background checks, which includes a **National and State of Ohio Criminal and Sex Offender Check**. With all background checks using the applicant's social security number and date of birth to avoid any mistaken identities. ACMS will ensure all Crossing Guards working in the City of Cleveland Heights Crossing Guard program have cleared a background check prior to commencement of duties.

We also use **Sterling Check Systems** that allows for **Extended Global Sanctions that include FBI Most Wanted List, Interpol, Terrorist Watch Lists**, etc. We will also use Social Security verification via E-Verify, which is required prior to the employee being hired. ACMS will conduct annual fit-for-duty assessments to ensure the applicants are physically capable of performing the job duties of a School Crossing Guard. Applicants will have employment references checked prior to employment. ACMS will comply with the Equal Employment Opportunity Commission guidelines when making hiring decisions based on criminal records.

After pre hire screening ACMS may conduct random field testing for drugs and or alcohol when use is suspected or at the discretion of management. ACMS has a strict policy on Drug and Alcohol abuse. This policy is included in our School Crossing Guard Employee Manual.

Internal minimum passing standards along with the City's established standards would prevent any person from working as a Crossing Guard for the program who has been convicted of any crime of moral turpitude or a crime against children, including, but not limited to:

- Conduct in violation of Ohio Penal Code which requires registration under Ohio Penal Code.
- Conduct which requires registration under the Ohio Health and Safety Code.
- Any offense involving the use of force or violence upon another person.
- Any offense involving theft, fraud, dishonesty, or deceit.
- Any offense involving the manufacture, sales, possession, or use of a controlled substance.
- Conspiracy or attempt to commit any of the aforementioned offenses.
- Any registered sex offender or narcotics offender.

Summary reports of background clearance on employees within the City of Cleveland Heights Crossing Guard program will be regularly available to the City.

ACMS will investigate all public complaints concerning crossing guard services. All incidents shall be reported within two (2) hours. ACMS shall furnish a written report within five (5) workdays after the date of the incident.

ACMS will maintain a Complain Report Log for the program that will include any complaints received in relation to the program. This complaint log will include the name of the individual submitting the complaint, date of the incident/occurrence, investigation details, resolution/remedy for the complaint and the date this was resolved. This Complain Report Log can be made available to the City upon request and ACMS will share the details of this log within five (5) business days of the request.

Communications with individual school sites is facilitated by your local Area Supervisors. Personal visits are made regularly to each school site in an effort to develop relationships with staff and establish a collaborative environment for information exchange. Calendars and bell schedules are obtained for each school both at the beginning of the school year and periodically throughout the year.

Key school personnel are supplied with appropriate contact information (business cards) and reminded to inform ACMS of any changes. Additionally, schools are provided with large magnets which can be easily displayed, making contact information effectively available to all staff. The email address of the Office Manager is also obtained which enables ACMS administrative support staff to regularly contact each school and proactively solicit information regarding potential schedule changes.

The establishment of accurate and responsive shift times is critical to the effectiveness of Crossing Guard services. Sites further from the school would be expected to start earlier in the morning and finish later in the afternoon. These staggered shifts effectively address the time it takes for students to walk from a remote location to the school site (or vice versa in the afternoon) and optimize the protected periods. Additionally, locations are continually monitored for actual pedestrian traffic patterns enabling a better understanding of site needs and any potential deviation from established guidelines.

ACMS management will meet with City representatives for periodic reviews as requested to ensure operational effectiveness.

Recruitment and Staffing

ACMS National Recruiting Manager, our Team Manager and National Operations Manager, will continue to assess any additional **staffing** needs of the City of Cleveland Heights Crossing Guard Services program after meeting with your agency. We would then focus further recruitment efforts in the geographical areas where additional Crossing Guards will be needed.

We have developed a comprehensive plan for **the recruitment** of new Crossing Guards. We have a dedicated National Recruiting Manager, and her team utilizes every hiring platform available to get our job postings to as many people as possible. As a part of our Staffing strategy, we encourage a very aggressive recruitment program. We embed ourselves in each of the communities we work with and have a recruitment team assisting the Area Supervisor with this process.

We utilize soft advertising, local media advertising, targeted flyers, on-site solicitation, school flyers and employee referral bonuses as parts of our overall recruitment strategy. We often work closely with school districts in some of our recruitment drives and conduct hiring events at senior centers, parks and in some cases civic centers. Our ability to effectively staff a Crossing Guard Program remains a fundamental benefit that ACMS brings to most Crossing Guard Programs.

Staffing sites are one of the primary responsibilities of our Local Area Supervisors. Recruitment efforts for ACMS are a year-round process and this has been a cornerstone of our ability to keep sites staffed. With the inclusion of our "Crossing Guard App" providing data related to turnover and missed shifts, we can target specific areas we have challenges staffing. The "App" provides our recruitment team target area zip codes and area codes to target in these areas and this help find personnel in close proximity to where staffing is needed most.

Area Supervisors are trained to continuously recruit and train prospective Crossing Guards. New recruits are first processed and submitted to the Department of Justice for background clearance along with other background clearance requirements for the program.

Local Area Supervisors are also responsible for coordinating the staffing for all sites under their supervision. As part of our staffing strategy Local Area Supervisors aggressively enforce the following policies and procedures for Crossing Guards.

- Supervisors must maintain an adequate alternate or substitute guard roster. We encourage at least a 5 to 1 ratio of sites versus alternate guards.
- We require any guard not reporting for duty to notify the Area Supervisor as early as possible utilizing our 24/7 Guard Hotline or directly notifying their Area Supervisor. Notifications less than 1 hour prior to shift starts are considered unexcused absences.

- Our employee policy is "No call, No show, No Job" Throughout our training we emphasize the importance of ensuring the safety of children by our presence. As such, we cannot allow the children's safety to be compromised by failing to call or no show for duty.

Employee Retention: To enhance employee satisfaction and support our retention efforts, ACMS reviews guards wage rates annually in an effort to continually remain competitive in the local labor market. If contractual and budget requirements allow, we plan to offer small wage increases annually based upon performance and tenure.

We also provide publicized employee recognition through our Crossing Guard of the Year programs and Length of Service Awards. Additionally, we provide local Area Supervisors and a small budget for employee socials.

Training

All City Management Services, Inc. (ACMS) is dedicated to being a “Best in Class” organization and is committed to providing model School Crossing Guard programs to each of the clients we serve. Training has been a cornerstone in the development and expansion of ACMS. We continue to learn and incorporate new methods and standards of training into our organization. Our goal is to elevate the level of accountability for training throughout our organization.

Effective initial and ongoing training is essential in a profession dedicated to the safety of children. With over 40 years of experience and a commitment to working cooperatively with other public safety professionals, ACMS is recognized as an industry leader in the development and implementation of School Crossing Guard training and standards of excellence.

The process begins during the first contact with a potential employee when our phone interview process outlines job expectations and our zero-tolerance policy for failure to report for a scheduled shift. Throughout the application process prospective employees are reminded about the critical nature of our assignments and the work ethic and integrity required by our employees.

Our training begins in the classroom by giving all Crossing Guards a clear understanding of the goals, expectations, and responsibilities of a School Crossing Guard. To that end, we have consolidated over forty (40) years of experience and information into our “Employee Handbook for School Crossing Guards”. This manual informs and instructs Crossing Guards on the variety of issues including personal conduct, crossing procedures, professional responsibility, emergency procedures, training requirements and problem resolution.

Each new and prospective Crossing Guard is issued the handbook to begin the training portion of the meeting. This classroom setting allows ACMS to discuss our company history, our family of Crossing Guard programs and address any questions raised by the prospective employees.

The process then moves to a field practicum where the certified trainer demonstrates proper procedures and allows the employee to practice correct techniques. The employees’ progress is closely noted in the detailed steps outlined in the **Field Training Check List** to ensure the employees’ field competence.

This cross-modality approach not only exposes the employee to the necessary training components but also addresses the needs of the visual, auditory, and kinesthetic learner. While the classroom setting is expected to require approximately one hour and the field training approximately two hours, it’s important to note that the low ratio of students to trainers allows for accurate assessments of the employee’s readiness to move forward.

The new employee is typically assigned to alternate work and is closely supervised during their early assignments. Each employee benefits from their Certified Trainer completing a written assessment of their work which better allows them to better understand their strengths and weaknesses, making improvements where necessary (the Site Performance Evaluation). Additionally, all new employees are required to carry and regularly refer to the Field Training

Card. The Field Training Card is a pocket-sized card (listing all the steps for a safe cross) which allows the employee to self-evaluate their performance prior to the time they have all the steps of the procedures memorized.

At the conclusion of the training portion of this meeting we will: 1. Review all work schedules with current Crossing Guards. 2. Issue equipment to Crossing Guards. 3. Process and issue Picture Identification Cards. 4. Provide Supervisory contact information to Crossing Guards. From this point forward, training is an ongoing process for all Crossing Guards employed by ACMS.

Throughout their employment, employees are subjected to the same Site Performance Evaluation as an ongoing training and assessment tool. These evaluations happen in both side-by-side sessions as well as unannounced observations without the knowledge of the employee. The Area Supervisor conducts Site Performance Evaluations at the intersection where the Crossing Guard normally works. Each Crossing Guard is given a "Site Performance Evaluation" during the school year. This evaluation is used as an instructional tool to validate correct procedures and correct inappropriate procedures.

We continue to revise and update our training programs, procedures and monitor our results. The heart of our success has been our ability to articulate these challenges and experience into training policies and procedures. These policies and procedures are designed to integrate quality assurance checks into each facet of a programs training, oversight, and management.

Field Operations Quality Assurance

- Starts with Management Structure – a multi layered management approach allows for a multifaceted response to problems but also additional levels of quality assurance.
- Training is not just done during the onboarding process and is a year-round process, this is our same approach with quality checks. After initial training ACMS will require Area Supervisors to conduct 30, 60 and 90 day assessment checks to ensure the guards are performing at the highest levels.
- Any Crossing Guard receiving a low score on a Site Performance Evaluation will be re-evaluated within 30 days. These assessments are conducted through our Field Training Checklists and Site Performance Evaluations.
- Additionally, each guard is provided a Field Training Checklist that provides them a step-by-step approach to a "safe cross" and allows them to conduct self-evaluations to ensure they are at the highest standards.
- ACMS also conducts independent field observations that can be conducted by Team Managers, National Operations Manager, Vice President, and our Chief Operations

Officer. These checks are random and without advanced notice to the Area Supervisor or the Crossing Guards. The results of these observations are then sent over to the guards' Area Supervisor for review and potential coaching/corrective opportunities.

The standard issue of equipment and clothing includes:

- ANSI II compliant high-visibility retro-reflective vest marked with the required insignia of a Crossing Guard.
- MUTCD compliant 18" STOP/STOP paddle.
- Picture Identification Card with emergency contact information.
- Company-issued cap or visor with corporate logo.
- Whistle for emergency alert to vehicles and pedestrians.

ACMS School Crossing Guards usually work in a part time capacity and there are no medical or paid time off benefits included with the position. However, ACMS does allocate resources for holiday events that guards attend, year-end celebrations and individual recognition awards such as perfect attendance and School Crossing Guard of the Year.

TAB C – PRICE QUOTATION/RENEWAL OPTION



ALL CITY MANAGEMENT SERVICES

Proposed Hourly Rate

As a full service contractor, the hourly rate quoted is a fully loaded rate, meaning all of our costs are included in the proposed hourly billing rate. This would include but be not limited to; recruitment, background clearance, training, equipment, insurance, supervision and management of **The City of Cleveland Heights, OH** Crossing Guard Program.

Proposed Hourly Rate (Year 1 – 2026): Twenty-eight Dollars and Thirty-eight Cents (\$28.38) per hour, per guard. This pricing is based upon 11 crossing guards compensated an average of 2.5 hours per day, for 171 school days annually. Local field supervision and substitute guards are also included in the rate, as are all other costs except as noted below. Based upon 4,702.50 hours, we project a **Not to Exceed price of \$133,504.**

Billing Rate (Renewal #1 – 2027): Twenty-eight Dollars and Thirty-eight Cents (\$28.38). **Not to Exceed price of \$133,504.**

Invoices for services are mailed every two weeks. Included with each invoice is a Work Summary, which details each site, each day and the hours worked at that site. The **City of Cleveland Heights** would only be billed for Crossing Guard services rendered on designated “school days” unless otherwise requested by the City.

The hourly rate does not include additional safety equipment, crosswalk delineators, or safety devices. If the City should desire any such additional equipment the additional cost would be billed to the City.

ACMS Contact Information

Business Address: 10440 Pioneer Blvd, Suite 5 Santa Fe Springs, CA 90670

Phone numbers: 310.202.8284 or 800.540.9290

Fax number: 310.202.8325

Website address: www.thecrossingguardcompany.com

24 Hour Emergency Dispatch: 877.363.2267

General Manager: Brian Brooks:

brianb@thecrossingguardcompany.com

Marketing Manager: David Mecusker:

david@thecrossingguardcompany.com

Comptroller: John Varner

jvarner@thecrossingguardcompany.com

This pricing is valid for a period of 90 days.

RENEWAL OPTION

The City of Cleveland Heights shall have the sole option to extend the contract period with one-year increments for a total accumulative period of **three (3) additional years**. This option shall apply to all the services quoted herein.

If the options are exercised, the Contractor shall charge the City the same price as quoted herein, except as modified in the paragraphs below. All modifications shall be computed against the original contract price.

The option shall be executed at the same price(s) quoted herein, subject to a maximum percentage of increase and/or minimum percentage of decrease, if any, quoted by the Contractor below for each applicable option period:

1ST 12-MONTH RENEWAL + / - 0 %
January 6, 2027 through December 23, 2027

2ND 12-MONTH RENEWAL + / - 2.6* % *CPI Increase
January 6, 2028 through December 23, 2028

3RD 12-MONTH RENEWAL + / - 2.9 %
January 6, 2029 through December 23, 2029

I hereby grant the City of Cleveland Heights the options stated on this page. If a percentage of increase or decrease is not quoted (left blank), the City shall have the right to execute the option at the same price(s) quoted for the original contract period. If a zero-price change is indicated for any of the renewal periods, indicate "0" in the space provided.

EXECUTION OF BID

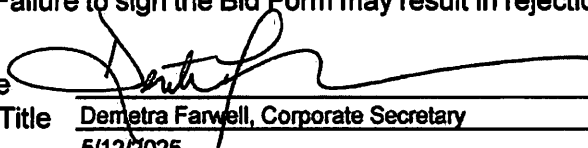
Bidder's signature below certifies bid submission to the City of Cleveland Heights.

NOTE: Failure to sign the Bid Form may result in rejection of the bid.

Signature

Name & Title

Date


Demetra Farwell, Corporate Secretary

5/12/2025

TAB D – REQUIRED STATEMENTS/FORMS

THIS CERTIFIES THAT

All City Management Services, Inc.



* Nationally certified by the: **SOUTHERN CALIFORNIA MINORITY SUPPLIER DEVELOPMENT COUNCIL**

*NAICS Code(s): 561612

* Description of their product/services as defined by the North American Industry Classification System (NAICS)

10/09/2024

Issued Date

SC17218

Certificate Number

07/01/2026

Expiration Date

A handwritten signature in black ink, appearing to read "Ying McGuire", is positioned above the printed name and title.

**Ying McGuire
NMSDC CEO and President**

A handwritten signature in black ink, appearing to read "Virginia Gomez", is positioned above the printed name and title.

Virginia Gomez, President

By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: <http://nmsdc.org>

Certify, Develop, Connect, Advocate.

* MBEs certified by an Affiliate of the National Minority Supplier Development Council, Inc.®

Statement of Non-Discrimination

All City Management Services, Inc., will comply with all applicable federal, state and local laws with regard to fair employment practices and will not discriminate on the basis of the protected classes identified in Section 749.01 of the Cleveland Heights Codified Ordinances (e.g., age, race, color, religion, sex, familial status, national origin, disability, sexual orientation, or gender identity or expression) in connection with the Project.



ALL CITY MANAGEMENT SERVICES

ACMS Balanced Workforce Action Plan

ACMS has instituted action programs to help achieve and maintain affirmative action goals and a balanced workforce representative of male/female and majority/minority in all levels of our organization. These programs include:

1. Conducting annual analysis of job descriptions to ensure they accurately reflect job functions
2. Making job descriptions available to recruiting sources and all members of management involved in the sourcing, recruiting, screening, selection and promotion process.
3. Review and evaluation of ACMS hiring selection process to ensure freedom from bias through;
 - a. Reviewing job applications and any other pre-employment forms to verify all information requested is needed and job relevant
 - b. Training management staff on proper interviewing techniques
 - c. Training in EEO for management and supervisory staff
4. ACMS currently implements the following actions to improve recruitment and increase the flow of minority and female applicants:
 - a. Include the phrase "Equal Opportunity Employer" in all printed employment advertisements
 - b. Advertise when appropriate in local minority news media
 - c. Distribute information on employment opportunities to organizations and churches representing minorities and women
5. To ensure all employees are given equal opportunity for promotion:
 - a. Post promotional opportunities
 - b. Evaluate job and performance requirements for promotion

BIDDER QUALIFICATION STATEMENT

Must be submitted with Bid. Failure to comply can result in rejection of Bid.

All questions must be answered and the data given must be clear and comprehensive. If necessary, questions may be answered on separate attached sheets. The Bidder may submit any additional information he desires.

1. Bidder's Name All City Management Services, Inc.
Name of Company
10440 Pioneer Blvd. Suite 5
Business Address (Permanent Main Office)
Santa Fe Springs, CA 90670
City, State, Zip Code
2. Tax ID No: 95-3971517
3. Date Business was organized: May / 3 / 1985
4. Indicate minority business (MBE/WBE): MBE
5. If a bidder is a corporation, indicate where the business is incorporated:
California
6. Indicate years engaged in business: 40 years
7. General character of work performed by your company:
School Crossing Guard Services
8. Have you ever failed to complete any work awarded to you?
 Yes ✓ No If yes, indicate where and why:
9. Have you ever defaulted on a contract? Yes ✓ No

REFERENCES

GOVERNMENT AGENCY REFERENCES: (State, City, Public Schools, Park Systems)

\$ 280,000

Project Cost Crossing Guard Services

Project Name or Description of Project

City of Appleton, WI

Project Owner

222 S. Walnut St.

Address

Appleton

WI

54911

City

State

Zip

Todd Freeman, Assistant Chief

(920) 832-6089

Contact Name

Phone Number

\$ 595,000

Project Cost

Crossing Guard Services

Project Name or Description of Project

City of Grand Rapids, MI

Project Owner

1 Monroe Center NW

Address

Grand Rapids

MI

49503

City

State

Zip

Sue Ann Wierenga, Purchasing Dept.

(616) 456-4431

Contact Name

Phone Number

\$ 655,000

Project Cost

Crossing Guard Services

Project Name or Description of Project

City of York, PA

Project Owner

101 S. George St.

Address

York

PA

17401

City

State

Zip

Kimberly Robertson, Business Admin.

(717) 849-2323

Contact Name

Phone Number

SIMILAR PROJECT REFERENCES:

(List projects similar in size and scope to the project being bid for the City of Cleveland Heights)

\$7,000,000

Project Cost

Crossing Guard Services

Project Name or Description of Project

Transportation Authority of Marin

Project Owner

900 Fifth Ave. Ste. 100

Address

San Rafael

CA

94901

City

State

Zip

Dan Cherrier, Director

(415) 226-0815

Contact Name

Phone Number

\$ 2,000,000

Project Cost

Crossing Guard Services

Project Name or Description of Project

San Bernardino CUSD

Project Owner

793 North E. Street

Address

San Bernardino

CA

92410

City

State

Zip

Eric Vetere, Environmental Safety Mngr.

(909) 301-1192

Contact Name

Phone Number

\$ 5,500,000

Project Cost

Crossing Guard Services

Project Name or Description of Project

City of Santa Ana

Project Owner

20 Civic Center Plaza

Address

Santa Ana

CA

92702

City

State

Zip

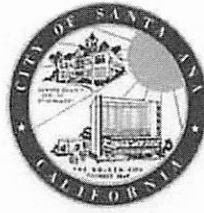
Zdenek Kekula, Principal Civil Engineer

(714) 647-5606

Contact Name

Phone Number

MAYOR
Valerie Amezcua
MAYOR PRO TEM
Thai Viet Phan
COUNCILMEMBERS
Phil Bacerra
Johnathan Ryan Hernandez
Jessie Lopez
David Penaloza
Benjamin Vazquez



INTERIM CITY MANAGER
Tom Hatch
CITY ATTORNEY
Sonia R. Carvalho
CITY CLERK
Jennifer L. Hall

CITY OF SANTA ANA

PUBLIC WORKS AGENCY
20 Civic Center Plaza • P.O. Box 1988
Santa Ana, California 92702
www.santa-ana.org

February 23, 2024

David Mecusker
All City Management Company
10440 Pioneer Boulevard, Suite 5,
Santa Fe Springs, CA 90670

Subject: Letter of Recommendation

Dear Mr. Mecusker,

Thank you for the crossing guard services you provide to the City of Santa Ana. Please see our feedback below to specific performance related questions for the crossing guard services ACMS has provided to the City of Santa Ana.

1. How long has your Agency worked with All City Management Services, Inc.? 19 years.
2. On a scale of with (1) being unlikely to recommend and (5) being highly likely to recommend, City of Santa Ana gives ACMS a 5 rating.
3. On a scale of with (1) being unlikely to use ACMS again and (5) being highly likely to use ACMS again. City of Santa Ana would give a 5 to use ACMS services again.

Our overall experience working with ACMS has been very positive and seamless. For this reason we have continued to have ACMS manage the City of Santa Ana crossing guard program for so many years.

If you have any questions, please contact me at (714) 647-5606.

Sincerely,

A handwritten signature in black ink that reads "Zdenek Kekula".

Zdenek Kekula, P.E., T.E.
Principal Civil Engineer

8

SANTA ANA CITY COUNCIL

Valerie Amezcua
Mayor
vamezcua@santa-ana.org

Jessie Lopez
Mayor Pro Tem, Ward 3
jessielopez@santa-ana.org

Thai Viet Phan
Ward 1
tphan@santa-ana.org

Benjamin Vazquez
Ward 2
bvazquez@santa-ana.org

Phil Bacerra
Ward 4
pbacerra@santa-ana.org

Johnathan Ryan Hernandez
Ward 5
jryanhernandez@santa-ana.org

David Penaloza
Ward 6
dpenaloza@santa-ana.org



SAN BERNARDINO CITY
UNIFIED SCHOOL DISTRICT
Making Hope Happen

Mauricio Arellano
Superintendent

Terry Connick
Associate Superintendent, Business, Facilities, and Operations

February 23, 2024

To All City Management Services Inc.:

1. How long has your Agency worked with All City Management Services, Inc., 7 years
2. On a scale of one (1) being unlikely to recommend and five (5) being highly likely to recommend, **San Bernardino City Unified School District** rates ACMS five (5).
3. On a scale of one (1) being unlikely to use ACMS again and five (5) being highly likely to use ACMS again, **San Bernardino City Unified School District** rates ACMS five (5).

We want to express our sincere appreciation for your service to the San Bernardino City USD. The safety of our students is of utmost importance to us. Thank you for your continued support.

Respectfully,

Eric Vetere
Environmental Safety/Emergency Manager
793 North E. Street, San Bernardino, CA 92410
(909)381-1192
EV/ja

OFFICE OF SAFETY & EMERGENCY MANAGEMENT

793 North E Street · San Bernardino, CA 92410 · (909) 381-1192 · Fax (909) 381-6215



February 22, 2024

900 Fifth Avenue
Suite 100
San Rafael
California 94901

Phone: 415-226-0815
Fax: 415-226-0816

www.tam.ca.gov

Belvedere
Nancy Kemnitzer

Corte Madera
Eli Beckman

Fairfax
Chance Cutrano

Larkspur
Kevin Carroll

Mill Valley
Urban Carmel

Novato
Rachel Farac

Ross
P. Beach Kuhl

San Anselmo
Brian Colbert

San Rafael
Kate Collin

Sausalito
Melissa Blaustein

Tiburon
Alice Fredericks

County of Marin
Mary Sackett
Katie Rice
Stephanie Moulton-Peters
Dennis Rodoni
Eric Lucan

To whom it may concern:

All City Management Services has been our crossing guard provider for over 12 years. TAM operates one of the largest crossing guard programs in Northern California with 109 locations served across Marin County. ACMS has done well over the last several years with providing guards even during a challenging environment to hire hourly workers. When vacancies do occur, they work to fill the opening as soon as possible.

The Regional Manager assigned to our account has always been very reachable and responds to inquiries on short notice. Billing discrepancies do occur with any large program such as ours with over 120 personnel involved. Any issues are addressed and quickly resolved.

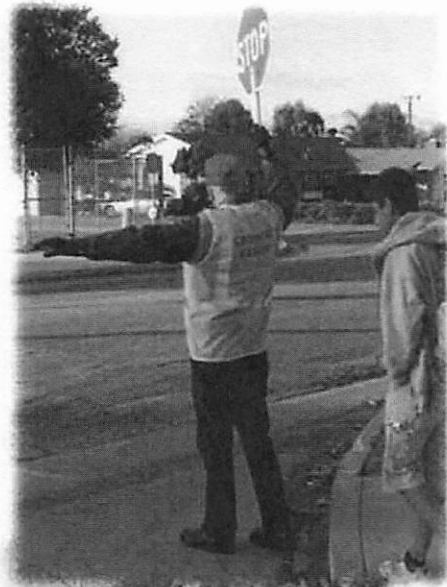
On a scale with (1) being unlikely to recommend and (5) being highly likely to recommend, **Transportation Authority of Marin** gives ACMS a 5 rating. On a scale of with (1) being unlikely to use ACMS again and (5) being highly likely to use ACMS again; **Transportation Authority of Marin** would be highly likely (5) to use ACMS services again. However, being a public agency, TAM would have to go through a normal procurement process with price being a factor; however, ACMS has been competitive in the past.

If you have any further questions, please feel free to contact me at (415) 226-0829 or on my mobile (415) 450-5157. You can also email me at dcherrier@@tam.ca.gov.

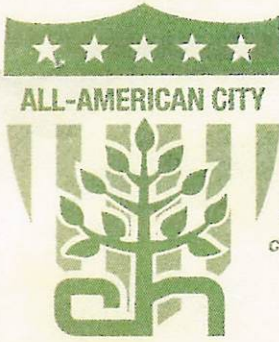
Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Cherrier', with a long, sweeping horizontal line extending to the right.

Dan Cherrier, P.E.
Director of Project Delivery



Minority owned and family operated for forty years
PROFESSIONAL SCHOOL CROSSING GUARD SERVICES
ALL CITY MANAGEMENT SERVICES



*City of trees... symbol of a live
and growing community with
diverse roots founded in a rich
variety of cultural heritages...
thriving in the awareness of
the present and rising to the
challenge of the future*

COPY

CITY OF
CLEVELAND HEIGHTS
DIVISION OF POLICE
June 6, 2025

40 SEVERANCE CIRCLE, CLEVELAND HEIGHTS, OHIO 44118 * Telephone (Area Code 216) 291-4974
CHRISTOPHER M. BRITTON, CHIEF
chief@clvhts.com

All City Management Services, Inc.
Attn: David Mecusker, Marketing and Contracts Manager
10440 Pioneer Blvd.
Suite 5
Santa Fe Springs, CA 90670

Re: Notification of Award for Crossing Guard Services Contract

Dear Mr. Mecusker,

This letter is in regard to your company's response to the Request for Qualifications (RFQ)/Invitation to Bid (ITB), issued by the City of Cleveland Heights for the provision of crossing guard services for the year 2026. After evaluating all the proposals, we are pleased to inform you that you submitted the winning bid based on the criteria identified in the RFQ/ITB. Your proposal demonstrates a strategy that aligns with the City's concerns for the safety of our pedestrian residents, as well as the motorists who traverse our roads. We were particularly impressed with your ability to provide these services in the most cost-effective manner, found acceptable to the City.

The total contract value will be as follows below, based on prices quoted in the submission.

- Year 1- \$133,504
- Year 2- \$133,504
- Year 3- \$136,975.10
- Year 4- \$140,947.38
- **Total= \$544,930.48**

Execution of the finalized contract will be contingent upon a resolution through the Cleveland Heights City Council approving the project, which we anticipate submitting at the next practicable City Council meeting date. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the City of Cleveland Heights and you, the successful vendor. All City Management Services, Inc. shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the City of Cleveland Heights is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract. Please note, the following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Ohio Freedom of Information Act (FOIA). R.C. 149.43(A)(1)

Thank you for your interest in doing business with the City of Cleveland Heights. We look forward to a successful partnership and the commencement of this project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ch. Britton".

Christopher M. Britton, Chief of Police

Proposed: 08/04/2025

RESOLUTION NO. 155-2025(PSH), *First Reading*

By Mayor Seren

A Resolution authorizing the Mayor to enter into an agreement or amendment thereto with All City Management Services, Inc. for crossing guard services through December 31, 2025; providing compensation therefor; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, the City of Cleveland Heights and Cleveland Heights-University Heights School District have identified a need for crossing guards to ensure the safety of the City's and students and residents;

WHEREAS, by Resolution No. 240-2024 this Council authorized an agreement with All City Management Services for crossing guard services through December 31, 2025;

WHEREAS, the City issued its Request for Qualifications for Crossing Guard Services and Invitation to Bid on May 5th, 2025 ("RFQ/ITB"), to which All City Management Services responded on June 2, 2025.

WHEREAS, based on All City Management Services response to the City's RFQ/ITB, the City now wishes to enter a new agreement with All City Management Services to provide crossing guard services for the 2026 calendar year.

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

SECTION 1. The Mayor is hereby authorized to enter into an agreement with All City Management Services, Inc. for the provision of crossing guard services through December 31, 2026 ("Agreement"), provided that Cleveland Heights-University Heights School District agrees to reimburse the City for half the costs thereunder either as a party to that Agreement, or through a separate agreement with the City, which the Mayor is hereby authorized to execute. The total cost of such services shall not exceed One Hundred Thirty-Three Thousand, Five Hundred Four Dollars (\$133,504.00). The Agreement and any related documents, or separate agreement with the School District, shall be approved as to form by the Director of Law and include any other provisions the Director of Law may deem necessary or advisable.

SECTION 2. It is found and determined that all formal actions of the Council relating to the adoption of this Resolution were taken 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.

RESOLUTION NO. 155-2025(PSH)

SECTION 4. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights, or by posting the full text of this Resolution on the City of Cleveland Heights website.

SECTION 5. It is necessary that this Resolution become immediately effective as an emergency measure necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to provide crossing guard services at the earliest time possible to protect the safety and welfare of residents and school children. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____ Approved: _____

KAHLIL SEREN
Mayor



Date: July 23, 2025

To: Addie Balester, Clerk of Council

Cc: Kahlil Seren, Mayor; Danny Williams, CAO
Christopher Heltzel, Assistant Law Director

From: Collette Clinkscale, Director of Public Works

Subject: Legislation for a 2nd Change Order to the CH-9, CH-32, CH-57 and CH-58 SSO Control (Lee Monmouth) Project agreement with Fabrizi Trucking & Paving, Inc.

Purpose Statement: To authorize the Mayor to execute a 2nd change order in the amount of \$185,295.77 to the agreement with Fabrizi Trucking and Paving, Inc. for the CH-9, CH-32, CH-57 AND CH-58 SSO Control Project also known as Lee Monmouth.

Is this legislation recurring: Yes: _____ No: X

Is emergency language necessary: Yes: X No: _____

If yes, why? To address the additional emergency related construction necessary on this project.

Is passage on first reading necessary: Yes: X No: _____

If yes, why? To complete and close out the project.

If funding is required, is it already budgeted for? Yes : _____ No: X

If not already budgeted for, where will funding come from? Intra-fund budget adjustment; Sewer Fund 602

Proposed: 08/04/2025

RESOLUTION NO. 156-2025(MSES), *First Reading*

By Mayor Seren

A Resolution authorizing a second change order to the Agreement with Fabrizi Trucking & Paving Co., Inc. as general contractor for the CH-9, CH-32, CH-57, and CH-58 SSO Control Projects; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, Ordinance No. 140-2021, passed November 15, 2021, authorized the allocation, appropriation, and expenditure of ARPA funds for sewer infrastructure improvement projects described in the Integrated Overflow Control Master Plan ("IOCMP");

WHEREAS, in accordance with C.O. § 171.03, the Mayor submitted to this Council his request for authorization to proceed to bid the public improvement of the CH-9, CH-32, CH-57, and CH-58 SSO Control Projects (#24-01) to one general contractor, which this Council approved by motion on February 5, 2024;

WHEREAS, the bids received in response to the invitation were opened on February 23, 2024, and Fabrizi Trucking & Paving Co., Inc. ("Contractor") was determined to be the lowest and best bidder and subsequently contracted with the City to provide the public improvements described therein ("Agreement");

WHEREAS, the discovery of additional existing water lines had to be relocated and repaired, manholes configured and lowered, catch basins adjusted and other related complications during Contractor's performance necessitate a change order to that Agreement to provide for additional expenses related to this project;

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

SECTION 1. The Mayor is hereby authorized to execute a change order to the Agreement and any other related documents, instruments, or contracts for an amount not to exceed One Hundred Eighty-Five Thousand Two Hundred Ninety-Five Dollars and 77/100 (\$185,295.77) to provide for the labor, materials, and other services associated with the storm sewer laterals, waterlines, manholes, catch basins and additional restoration, and other related work described herein.

SECTION 2. It is found and determined that all formal actions of the Council relating to the adoption of this Resolution were taken 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.

RESOLUTION NO. 156-2025(MSES)

SECTION 3. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights, or by posting the full text of this Resolution to the City of Cleveland Heights website.

SECTION 4. It is necessary that this Resolution become immediately effective as an emergency measure necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to timely meet project deadlines. Wherefore, provided it receives the affirmative vote of five or more of the members elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____ Approved: _____

KAHLIL SEREN
Mayor



DO NOT PAY FROM THIS DOCUMENT

Contract Change Order 2

Date: Jul. 23, 2025

Owner: City of Cleveland Heights
40 Severance Circle
Cleveland Heights, Ohio 44118

Contractor: Fabrizi Trucking and Paving Co., Inc.
20389 First Avenue
Middleburg Heights, OH 44130

Job No. CLH501202

Project: Lee Rd., Monmouth Rd., & Fairmount SSO Contrc

THIS CHANGE ORDER CONSTITUTES FULL MUTUAL ACCORD AND SATISFACTION FOR ALL TIME AND COSTS RELATED TO THIS CHANGE. BY ACCEPTANCE OF THIS CHANGE ORDER, THE CONTRACTOR HEREBY AGREES THAT THIS CHANGE REPRESENTS AN EQUITABLE ADJUSTMENT TO THE CONTRACT AND FURTHER AGREES TO WAIVE ANY FURTHER CLAIMS OR CHANGES ARISING OUT OF, OR AS A RESULT OF, THIS CHANGE, OR THE ACCUMULATION OF CHANGES AS RELATED TO THIS SUBJECT.

"APPROVALS REQUIRED"

THIS CONTRACT CHANGE ORDER, WHEN APPROVED, WILL CONSTITUTE AUTHORIZATION FOR THE FOLLOWING CHANGE IN PLAN TO BE CONSTRUCTED IN ACCORDANCE WITH ALL PROVISIONS OF THIS CONTRACT, INCLUDING THE FURNISHING OF THE NECESSARY BONDS AND INSURANCE.

Extention of Time

Substantial Completion Date:	<u>Dec. 17, 2024</u>
Number of Days Added:	<u>166</u>
Extended To:	<u>Jun. 1, 2025</u>
Final Completion Date:	<u>Dec. 17, 2024</u>
Number of Days Added:	<u>166</u>
Extended To:	<u>Jun. 1, 2025</u>

Change Order Overview

Contract Amount:	\$	2,296,989.90
Total Change Order Amount(_1_ to _2_):	\$	662,855.15
Current Contract Price:	\$	2,959,845.05
Total Amount Previous Change Orders:		\$ 477,559.38
Total Amount This Change Order:		\$ 185,295.77
Net Change to Contract:		28.86%

Prepared By:

Construction Department: Wade Trim Associates

Date

Recommended By:

Engineer: Wade Trim Associates

Date

Accepted By:

Contractor: Fabrizi Trucking and Paving Co., Inc.

Date

Approved By:

Owner: City of Cleveland Heights

Date

Contract Change Order 2

PROJECT NAME: Lee Rd., Monmouth Rd., & Fairmount SSO Control

JOB NO. CLH501202

CLIENT: City of Cleveland Heights

DATE: July 23, 2025

Contract Date: February 23, 2024

Construction Start Date: May 10, 2024

Substantial Completion Date: Dec 17, 2024Extended To: Jun 1, 2025

Final Completion Date: Dec. 17, 2024

Extended To: Jun. 1, 2025

[illegible]

City of Cleveland Heights

Lee/Fairmount/Monmouth Project – Explanation of Change Order #002 costs

Change Order #002

- Item 1 – Reset Storm Manhole 2 due to existing Storm Laterals.
 - Cost = \$6,468.04
 - Explanation – Existing storm laterals were installed lower than indicated on the record drawings and contract drawings. By lowering Storm Manhole 2, we were able to maintain proper fall for the laterals and avoid having to perform additional excavation outside of the trench to maintain proper fall to the storm sewer.
- Item 2 – Adjust alignment of Sanitary Sewer due to Fire Hydrant Thrust blocking and additional concrete.
 - Cost = \$22,352.66
 - Explanation – While excavating for the sanitary sewer on Lee Road, we encountered a large concrete obstruction that was protruding into the trench line of sanitary sewer. This obstruction could not be removed as it was determined to be the thrust blocking for a fire hydrant, and it encased the water main. This would not be considered a standard size of thrust blocking as it was significantly larger than standard thrust blocking that would have been expected. Due to this obstruction the sanitary sewer trench had to be moved and caused additional excavation and backfill to install properly.
- Item 3 – Water Service Line Repair at 2599 Lee Road
 - Cost = \$4,715.25
 - Explanation – The water service at 2599 Lee Road was found to be leaking from the corporation stop while the crew was exposing it during sanitary sewer installation. This is the cost to repair.
- Item 4 – Water Service Repair and Pot-Holing
 - Cost = 8,866.83
 - Explanation – This is for the cost to pothole on Lee Road to determine the location of the AT&T duct bank as it was determined that it was not installed per the record drawings and the duct bank was protruding into the sanitary sewer line trench.
- Item 5 – Force Account Work around 48" water main
 - Note the descriptions on the change order list for Items 4 and 5 are flipped.
 - Cost = \$32,762.99

- Explanation – While installing the Sanitary Sewer on Monmouth, we encountered a 48” water main. The work associated with this was to properly install the sanitary sewer and maintain proper slopes and distances from the 48” water main.
- Item 6 – Revision of Monmouth and Lee Road intersection MH configuration
 - Cost = 18,031.79
 - Explanation – It appeared that there were previous modifications to the manholes at the intersection of Monmouth and Lee Road that were not reflected on as-built record drawings. The team need to excavate and understand the existing manhole configuration and elevations so that the new sanitary sewer could be installed properly. This impacted the sanitary sewer to be installed east on Monmouth Road and north on Lee Road. The cost for this work was the installation of manholes at this intersection. This work was paid via force account and not via contract line-item cost.
- Item 7 – Relocation of MH 19
 - Cost = \$906.66
 - Explanation – MH 19 was relocated by approximately 2’ to maintain alignment along Monmouth. The additional work was to install additional bends into the existing 8” sanitary sewer pipe.
- Item 8 – Adjustment of Catch Basin 249988
 - Cost = \$1,543.43
 - Explanation – Based on existing conditions, catch basin 239988 (SE Monmouth and Lee Road) needed to be adjusted to allow for the required clearance above the newly installed 18” sanitary sewer main.
- Item 9 – Bypass Pumping and Ventilation Equipment
 - Cost = \$6,224.28
 - Explanation – It was determined to keep existing MH12 (new MH 11 on the drawings) in place. The work associated with this change is to bypass pump and install ventilation equipment so that the Fabrizi could core the existing manhole.
- Item 10 – Relocation Waterline due to conflict with the Sewer
 - Cost = \$20,683.45
 - Explanation – Due to the reconfiguration of the manholes at Lee and Monmouth, the sanitary sewer elevation was changed. This caused a conflict with the 6” watermain. The water main was diverted below the sanitary sewer. Note, the record drawings did not indicate that the water main would conflict with the sanitary sewer.

- Item 11 – Remove unknown concrete obstacle in the trench line
 - Cost = \$4,158.82
 - While excavating for the sanitary sewer line on Lee Road, a large concrete obstacle of unknown origin was discovered in the trench. This cost was for the removal of this concrete obstruction.
- Item 12 – Divert Sewer lateral around water main
 - Cost = \$6,237.21
 - During excavation of the sanitary sewer on Lee Road, the sanitary lateral for 2537 Lee Road was encountered. This cost is for the relocation of the sanitary lateral under the new sanitary sewer.
- Item 13 – Core Manhole
 - Cost = \$6,319.06
 - Due to the reconfiguration of the manholes at Lee and Monmouth intersection the elevation of the sanitary sewer on Lee Road going north was adjusted. By doing this we were able to eliminate a manhole and utilize an existing manhole. The cost for this extra was to core the existing manhole.
- Item 14 – Lowered 6" water main at 2537 Lee Road
 - Cost = \$13,576.78
 - Due to the reconfiguration of the manholes at the intersection of Monmouth and Lee Road. The water service was in conflict with the sanitary sewer at 2537 Lee Road. The cost of this change was to lower the water service to avoid the sanitary sewer main that was being installed. Note, the record drawings did not indicate that the water service would conflict with the sanitary sewer.
- Item 15 – Conflicting Storm Bends
 - Cost = \$14,386.25
 - At the intersection of Bradford and Lee Road, an existing storm sewer was encountered that was not at the elevation as shown on the contract drawings. The cost of this change was to install two storm bends to be relocated around the installed sanitary sewer.
- Item 16 – Final Quantity Reconciliation
 - Cost = \$68,062.22
 - This cost was the final reconciliation of all contract quantities both above and below the proposed quantities in the original contract.



Date: 8.1.25

To: City Council

From: Brian Anderson, Assistant Director of Economic Development

Subject: Legislation related to subordination of the City's mortgage on the property at 12426-12438 Cedar Road

Purpose Statement: To authorize the Mayor to enter into a Subordination Agreement with Peoples Bancorp Inc. to subordinate the City's mortgage on the property located at 12426-12438 Cedar Road.

Per Ordinance 101-2024, the City entered into a loan agreement with the Cedar-Grandview Company for a commercial loan to assist with the build out of the property for the new tenancy of Grocery Outlet. That loan is secured by a second position mortgage that was subordinate to a mortgage from Peoples Bancorp.

Due to additional costs associated with that build out, the Cedar-Grandview Company is pursuing an additional loan from Peoples Bancorp. In order to move forward with the additional loan, it is requested by the lender and borrower for the City to further subordinate the City's mortgage.

Is this legislation recurring: Yes: _____ No: X

Is emergency language necessary: Yes: X No: _____

If yes, why? Passing as an emergency allows the bank and property owner to complete the loan transaction in a timelier manner.

Is passage on first reading necessary: Yes: _____ No: X

If yes, why?

If funding is required, is it already budgeted for? Yes: _____ No: _____ N/a: X

If not already budgeted for, where will funding come from?

N/a

Proposed: 08/04/2025

ORDINANCE NO. 152-2025(PD), *First Reading*

By Mayor Seren

An Ordinance authorizing the Mayor to execute a Subordination Agreement with Peoples Bancorp Inc. to subordinate the City's Mortgage on the real property located at 12426-12438 Cedar Road, Permanent Parcel No. 685-26-004, and owned by Cedar-Grandview Company; and declaring the necessity that this legislation becomes immediately effective as an emergency measure.

WHEREAS, pursuant to Ordinance No. 101-2024, this Council authorized the Mayor to execute an agreement with Cedar-Grandview Company for a commercial development loan in the sum of Three Hundred Forty Thousand Dollars (\$340,000.00), to be secured by a mortgage on real property located at 12426-12438 Cedar Road, Permanent Parcel No. 685-26-004 (the "Property"); and

WHEREAS, the loan from the City was provided to Cedar-Grandview Company to fund the improvement of the Property for the new tenancy of Grocery Outlet, for the purpose of creating jobs within the City and providing additional food opportunities for the residents of the City; and

WHEREAS, subsequent to the adoption of Ordinance No. 101-2024, the City made the loan to Cedar-Grandview Company and the mortgage to secure the City's loan was filed on October 10, 2024; and

WHEREAS, the loan agreement and mortgage previously approved by Ordinance No. 101-2024 recognized that the City's mortgage would be subordinate to a mortgage recorded in favor of Peoples Bancorp Inc. to secure the senior loan used to undertake the improvements to the Property; and

WHEREAS, Cedar-Grandview Company has now requested that the City further subordinate its mortgage behind an additional mortgage from Peoples Bancorp Inc. securing an additional loan of \$300,000 needed to fully complete the necessary improvements to the Property; and

WHEREAS, to facilitate the improvement of the Property, the City desires to enter into a Subrdination Agreement with Peoples Bancorp Inc. to subordinate the City's mortgage behind both of the aforementioned mortgages in favor of Peoples Bancorp Inc.; and

WHEREAS, this Council has determined that it is in the best interest of the City and its residents to authorize the Mayor to the Subordination Agreement as provided herein.

ORDINANCE NO.152-2025(PD)

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

SECTION 1. The Mayor is hereby authorized to execute the Subordination Agreement with Peoples Bancorp Inc. in a form substantially similar to Exhibit A, attached hereto and incorporated herein, with such revisions thereto as are not materially adverse to the City, which shall be conclusively evidenced by the execution of the same by the Mayor. The Subordination Agreement shall be approved as to form by the Director of Law prior to execution.

SECTION 2. It is found and determined that all formal actions of the Council relating to the adoption of this Resolution were taken 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 3. Notice of the passage of this Ordinance shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights, or by posting the full text of this Ordinance on the City's website.

SECTION 4. It is necessary that this Ordinance become immediately effective as an emergency measure necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need for the timely redevelopment of the Property. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Ordinance shall take immediate effect and be force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

ORDINANCE NO.152-2025(PD)

PASSED:

Presented to Mayor: _____ Approved: _____

KAHLIL SEREN
Mayor

Exhibit A

See attached.

SUBORDINATION AGREEMENT

This Subordination Agreement (the “Agreement”) is made and entered into as of the ____ day of _____, 2025, by and between THE CITY OF CLEVELAND HEIGHTS, OHIO, an Ohio municipal corporation (the “City”), and PEOPLES BANCORP INC., an Ohio for-profit corporation (“Peoples Bank”).

WHEREAS, the Cedar-Grandview Company, an Ohio corporation (the “Mortgagor”), executed and delivered to the City an Open-End Mortgage and Security Agreement dated July 1, 2024, encumbering the real property located at 12426-38 Cedar Road, Cleveland Heights, Ohio 44106, identified as Permanent Parcel Number 685-26-004 in the Cuyahoga County Records (the “Property”), which mortgage was recorded as instrument number 202410100420 in the Cuyahoga County Records on October 10, 2024 (the “City Mortgage”); and

WHEREAS, the Mortgagor has executed and delivered to Peoples Bank an Open-End Mortgage and Security Agreement dated _____, encumbering the Property, which mortgage was recorded as instrument number _____ in the Cuyahoga County Records on _____ (the “First Peoples Bank Mortgage”); and

WHEREAS, the Mortgagor has further executed and delivered to Peoples Bank an Open-End Mortgage and Security Agreement dated _____, 2025, encumbering the Property, which mortgage was recorded concurrently with this Agreement on _____, 2025 as instrument number _____ in the Cuyahoga County Records (the “Second Peoples Bank Mortgage”); and

WHEREAS, Peoples Bank has requested that the First Peoples Bank Mortgage and Second Peoples Bank Mortgage each have priority, in the order that each was recorded in the Cuyahoga County Records, over the City Mortgage; and

WHEREAS, in the interest of promoting economic development and creating jobs within the City of Cleveland Heights, the City desires to subordinate the City Mortgage to the First Peoples Bank Mortgage and Second Peoples Bank Mortgage, as provided for herein.

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City agrees as follows:

1. Subordination. The City hereby agrees that the City Mortgage shall be, and hereby is, subordinated in all respects to the First Peoples Bank Mortgage and the Second Peoples Bank Mortgage, which shall have priority over the City Mortgage in the order that each such mortgage was recorded in the Cuyahoga County Records, regardless of whether each such mortgage was recorded prior to, or after, the City Mortgage. Such priority shall extend

to, and include, any extensions, modifications, assignments, replacements, and renewals of either the First Peoples Bank Mortgage or the Second Peoples Bank Mortgage.

2. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
3. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio and the venue for any action concerning this Agreement shall be in the Cuyahoga County, Ohio Court of Common Pleas.

[Balance of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the City has executed this Agreement as of the date first written above.

THE CITY OF CLEVELAND HEIGHTS,
OHIO

Kahlil Seren, Mayor

Approved as to form:

William Hanna, Director of Law

STATE OF OHIO)
)ss
COUNTY OF CUYAHOGA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025
by Kahlil Seren, the Mayor of the City of Cleveland Heights, on behalf of the City.

Notary Public

PEOPLES BANCORP INC.

By: _____
Name: _____
Title: _____

STATE OF OHIO)
)ss
COUNTY OF CUYAHOGA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025
by _____, the _____ of Peoples Bancorp Inc., an Ohio for-profit
corporation, on behalf of the corporation.

Notary Public

This Instrument prepared by:

Jason D. Dodson, Esq.
Roetzel & Andress
222 South Main Street
Akron, OH 44308
(330) 376-2700
jdodson@ralaw.com

Proposed: 08/08/2025

ORDINANCE NO. 153-2025(CRR), *First Reading*

By Mayor Seren

An Ordinance amending the use regulations and rates for admission and other services for the Cleveland Heights Community Center, City parks, and Cumberland Pool for calendar years 2025 and 2026, and repealing Ordinance No. 125-2020.

WHEREAS, the City of Cleveland Heights, from time to time, reviews its use regulations and rates for admission and other services for its Community Center, Parks, and Cumberland Pool; and

WHEREAS, the Mayor recommends the use regulations and rates set forth herein.

BE IT ORDAINED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. For the purposes of this Ordinance, the following definitions apply:

“Adult” shall mean a person age 25 through age 59; and

“Child” shall mean a person age 5 through age 11; and

“Family” shall mean legal guardian(s), such as a parent, and their Preschooler, Children, or Youths; and

“Guest” shall mean a person who accompanies a Resident with a current Recreation ID card & annual or monthly pass to Fitness Center or Open Court at Gyms; and

“Non-resident,” except where otherwise noted, shall mean any person who does not have two forms of legal documentation (driver’s license, utility bill, library card etc.) to verify their Cleveland Heights address; and

“Preschooler” shall mean a person age 4 or younger; and

“Qualified Non-Resident” shall mean a person who meets one of the following criteria: (1) resides within the Cleveland Heights - University Heights School District boundaries; (2) resides in the City of University Heights; or (3) has a Child or Youth participating in a Community Center program. Residency shall be demonstrated with two forms of legal documentation (driver’s license, utility bill, library card etc.); and

“Recreation I.D. Card” shall mean the card purchased annually by Cleveland Heights resident to be entitled to residential fees; and

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“Resident” shall mean any person who resides in the City of Cleveland Heights or any person employed within the boundaries of the City of Cleveland Heights. Residency shall be demonstrated with two forms of legal documentation (driver’s license, utility bill, library card etc.). Employment shall be demonstrated by a paystub or a letter from an employer; and

“Resident Team” shall mean a team composed of at least sixty percent (60%) Cleveland Heights residents who are entitled to resident rates;

“Senior” shall mean a person age 60 or older;

“Young Adult” shall mean a person age 19 through age 24; and

“Youth” shall mean a person age 12 through age 18.

SECTION 2. The following fees or rates for admission and other services for the City’s Community Center, City parks, and Cumberland Pool shall apply for the calendar years 2025 and 2026. Please note that Resident rates apply to Residents that obtain a Recreation ID card. Patrons without the Recreation ID card will be subject to Non-Resident rates, where permitted.

GENERAL	Fee or Rate
Recreation ID card	\$5.00 - \$10.00
Replacement ID card or pass (individual or family)	\$6.00 -10.00
Late registration fee	\$2.00 - 10.00

FITNESS CENTER & GYMS (FIELDHOUSE)	Fee or Rate
Annual Passes for Residents – 12 month pass from date of purchase	
Child	\$84.00 - 120.00
Youth	\$110.00 - 150.00
Young adults	\$180.00 - 240.00
Adults	\$220.00 - 260.00
Senior	\$115.00 - 155.00
Families	\$345.00 - 385.00
NEW Adult Couple (Must reside in same household)	\$280.00 - 340.00
Annual Passes for Qualified Non-Residents – 12 month pass from date of purchase	
Child	\$126.00 - 165.00
Youth	\$165.00 - 205.00
Young Adult	\$248.00 - 290.00
Adult	\$299.00 - 340.00

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Senior	\$173.00 - 210.00
Families	\$499.00 - 540.00
Annual Passes for City Employees (All-Day Use)	\$5.00 - 10.00
Annual Swim Passes for Residents - 12 month pass from date of purchase	
Child	\$70.00 - 110.00
Youth	\$70.00 - 110.00
Young Adult	\$70.00 - 110.00
Adult	\$90.00 - 130.00
Senior	\$70.00 - 110.00
Families	\$200.00 - 240.00
NEW Adult Couple (Must reside in same household)	\$70.00 - 200.00
30 day Passes for Residents - from date of purchase	
Child	\$10.00 - 50.00
Youth	\$18.00 - 60.00
Young adult	\$27.00 - 70.00
Adult	\$33.00 - 70.00
Senior	\$17.00 - 60.00
Families	\$55.00 - 90.00
NEW Adult Couple (Must reside in same household)	\$40.00 - 90.00
30 day Passes for Non-Residents – from date of purchase	
Child	\$15.00 - 55.00
Youth	\$27.00 - 70.00
Young Adult	\$39.00 - 80.00
Adults	\$45.00 - 85.00
Senior	\$25.00 - 65.00
Families	\$79.00 - 120.00
NEW Adult Couple (Must reside in same household)	\$60.00 - 110.00
Guest Admission (Limit 2 guests per resident at a time)	
Resident Guest – Fitness Center	\$6.00 - 20.00
Non-Resident Guest– Fitness Center	\$8.00 - 20.00
Military Guest – Fitness Center	\$3.00 - 20.00
Resident Guest - Open Gym (courts only)	\$3.00 - 20.00
Non- Resident Guest - Open Gym (courts only)	\$5.00 - 20.00
Personal Training - Specific rate for each personal trainer shall be determined the Mayor or designee based on experience and certifications of trainer. Participants need not have a current fitness center pass (monthly or annual) but rates shall be higher for participants without a pass.	
Individual Training Session	\$15-\$150.00
10 sessions	\$270 - \$420

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Couples Training Session	\$20-\$280
Drop In Group Training (limit 5 per group)	\$4- 40
1 Month of Group Training (limit 5 people per group)	\$30-200
3 Months of Group Training (limit 5 people per group)	\$75-\$350
Individual, written fitness program (drafted by Personal Trainer)	\$60.00 - 200.00
1 Month of "Any Time" assistance	\$40.00 - 200.00
1 Program Package: Includes 6 individual training sessions, 1 written program, and 1 month of "any time" assistance	\$225.00 - 400.00

ICE PROGRAMS	Fee or Rate
Skate Rental	\$2.00 - 20.00
Per Session	\$2.00 - 20.00
Book of 10 skate rental tickets	\$16.00 - 40.00
Skate Sharpening	\$5.00 - 20.00
Ice Rink Group Rental	\$130 - 350 per hour
Public Skating Individual admission fees per session:	
Resident Preschooler	Free with paying adult
Resident Child or Youth	\$2.00 - 20.00
Resident Young Adult, Adult or Senior	\$3.00 - 20.00
Non-Resident	\$5.00 - 20.00
Book of 10 guest tickets	\$45.00 - 70.00
Resident Annual Ice Pass - 12-month season: from date of purchase	
Child	\$84.00 - 120.00
Youth	\$110.00 - 150.00
Young Adults	\$132.00 - 170.00
Adults	\$154.00 - 200.00
Senior	\$66.00 - 100.00
Family Pass	\$275.00 - 305.00
NEW Adult Couple (Must reside in same household)	\$150.00 - 305.00
Non-Resident Annual Ice Pass - 12-month season: from date of purchase	
Child	\$210.00 - 250.00
Youth	\$225.00 - 265.00
Young Adults	\$250.00 - 290.00
Adults	\$325.00 - 365.00
Senior	\$150.00 - 190.00

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Family Pass	\$625.00 - 900.00
NEW Adult Couple (Must reside in same household)	\$500.00 - 900.00
Private Instruction:	
Each 15 minutes or fraction thereof. Range varies based on experience and credentials of skating instructor	\$5.50 - \$40.00
Group Instruction:	
Resident	\$8.00 - 40.00 per 30 min
Non-resident	\$10.00 - 40.00 per 30 mi
United States Figure Skating Association Basic Skills Program Registration Fee – (An annual registration fee of \$10.00 may be charged to group lesson participants to be registered in USFSA Basic Skills program. Price set by USFSA)	\$10.00 - 40.00
Locker Rental:	
Daily – large	\$0.50 - 10.00
Monthly – large	\$14.00 - 40.00
Annual – large	\$80.00 - 120.00
Refundable deposit on locker rentals	\$10.00 - 40.00
Lost locker key	\$10.00 - 40.00
City Freestyle Ice Rental:	
Individual	\$10.00 - 40.00/ per hour
7 session punch card	\$63.00 - 100.00
Monthly free style pass:	
Resident	\$120.00 - 160.00
Non-Resident	\$150.00 - 190.00
Travel Hockey League Regular Season:	
Resident	\$240.00 - 290.00
Non-Resident	\$440.00 - 500.00
Travel hockey try out - non-refundable deposit	\$100.00 - 150.00
Non-Travel Youth Hockey Fees:	
Tot Hockey (scheduled by sessions) seven-week sessions:	
Residents	\$50.00 - 100.00
Non-Residents	\$70.00 - 110.00
Learn to Play Hockey (half season - September to December or January to March):	
Resident	\$100.00 - 200.00 per

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	session
Non-Resident	\$140.00 - 200.00 per session
Girls Hockey Program B (March through April)	
Resident	\$45.00 - 85.00
Non-Resident	\$85.00 - 125.00
Hockey Equipment Rental (for the youth recreation/in-house programs only - full equipment, except for skates)	\$50.00 -100.00
Rates and charges for the Speed Skating Program:	
Resident Lessons	\$11.00 - 40.00 per 1 hou
Non-Residents Lessons	\$11.00 - 40.00 per 1 hou
Speed Skating Club Membership:	
Resident 10 session punch card	\$120.00- 160.00
Non-Resident 10 session punch card	\$140.00 - 180.00
Daily Drop-in for Speed Skating:	
Resident	\$13.00 - 40.00
Non-Resident	\$15.00 - 40.00
Adaptive Skating:	
1 lesson per week for 6 week session (resident/non-resident)	\$25.00 - 50.00
Drop in fee (resident/non-resident)	\$5.00 - 40.00

Men's Hockey:	
Resident	\$160.00 - 200.00
Non-Resident	\$250.00 - 300.00
Women's and/or Co-ed Hockey:	
Resident	\$160.00 - 200.00
Non-resident	\$250.00 - 300.00
Adult Pick-up Hockey:	
Daytime - Admission with annual skating pass or by paying general admission rates.	
Evenings	\$11.00 - 40.00 per session

Spring Youth Hockey Program (age 3 - 18):	
Resident	\$50.00 - 100.00
Qualified Non-Resident	\$65.00 - 100.00
Youth Hockey Skills clinic:	
Resident	\$50.00 100.00
Qualified Non-Resident	\$65.00 - 100.00

SPORTS PROGRAMS - YOUTH & ADULT:	
Adult Basketball (Men and Women):	
Resident Team	\$125.00 300.00
Non-Resident Team	\$250.00 - 400.00
Youth Basketball:	
Resident	\$50.00 - 100.00
Non-Resident	\$70.00 - 120.00
Youth Travel Basketball teams:	
Resident	\$75.00 - 125.00
Non-Resident	\$90.00 - 130.00
Travel Team Uniforms additional fee	\$65.00 - 105.00
Youth Soccer (Grades K-1, 2-3, 4-6):	
Resident	\$45.00 - 100.0
Non-Resident	\$65.00 - 120.00
Spring Youth Soccer (Grade K - 6):	
Resident	\$40.00 - 100.00
Qualified Non-Resident	\$60.00 - 120.00
Youth Flag Football (ages 5-8)	
Resident	\$45.00 - 100.00
Non-Resident	\$65.00 - 120.00
Summer Daytime Youth Basketball Program (K-12):	
Resident	\$50.00 - 100.00
Qualified Non-Resident	\$70.00 - 120.00
Evening outdoor basketball (CH-UH grade 6-12)	free
Summer Softball girls (age 7-18 years old):	
Rec league (slow or fast pitch)	

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Resident	\$55.00 - 100.00
Qualified Non-resident	\$80.00 - 120.00
Fast Pitch Travel Teams:	
Resident	\$75.00 - 120.00
Qualified Non-resident	\$85.00 - 140.00
Summer Baseball (students age 4 – 18):	
Residents with Recreation I.D. cards:	
T Birds T-Ball	\$65.00 - 120.00
Rookie League Baseball	\$65.00 - 120.00
Coach-Pitch	\$65.00 - 120.00
Kid-Pitch	\$85.00 - 140.00
Qualified Non-Residents (students age 4 – 18):	
T Birds T-Ball	\$75.00 - 120.00
Rookie League Baseball	\$90.00 - 150.00
Coach-Pitch	\$90.00 - 150.00
Kid-Pitch	\$115.00 - 200.00

Summer Challenger Baseball Adaptive Program (ages 5 – 22 for mentally/ physically challenged individuals):	
Resident	\$30.00 - 100.00
Qualified Non-Resident	\$30.00 - 100.00
Adult Softball (Men, Women or Co-ed, two games per week):	
Resident Team	\$650.00 - 850.00
Non-resident Team	\$800.00 - 1000.00
Adult Softball (Men, Women or Co-ed, one game per week):	
Resident Team	\$400.00 - 600.00
Non-resident Team	\$525.00 - 725.00
Refundable forfeit fee charged to each team	\$54.00 - 100.00
Tennis:	
Tennis court reservation	\$40.00 - 100.00 for a Season
	Reservation Pass
Group Tennis Lessons:	
Tots (Ages 4 - 6):	
Resident	\$35.00 - 100.00
Non-Resident	\$50.00 - 120.00
Students (Ages 7 - 18):	

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Resident	\$45.00 - 100.00
Non-Resident	\$60.00 - 120.00
Adults	
Resident	\$60.00 - 120.00
Non-Resident	\$80.00 - 150.00
Competitive Skills Clinic for Juniors (middle school and high school age kids)	
Resident	\$80.00 - 150.00
Non-Resident	\$110.00 - 200.00
Seniors	
Resident	\$35.00 - 100.00
Non-Resident	\$45.00 - 110.00
Private Lessons:	
Single	
Resident	\$19.00 - 40.00 per 30 mi
Non-Resident	\$34.00 - 80.00 per 30 mi
Group of Two	
Residents	\$28.00 - 80.00 per 30 mi
Non-Residents	\$45.00 - 100.00 per 30
Group of Three	
Resident	\$37.00 -80.00 per 30 mi
Non-Resident	\$50.00 - 100.00 per 30
Racquets:	
Seniors:	
Resident	\$25.00 - 80.00
Non-Resident	\$30.00 - 90.00
Non-Seniors:	
Resident	\$45.00 - 100.00
Non-resident	\$60.00 - 120.00
GENERAL RECREATION:	

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Arts, fitness, dance, martial arts, life enrichment, preschool	
Fees shall be determined by Mayor or designee and all fees shall be paid by each registrant at the time of registration.	\$0 – 200.00

SENIOR ACTIVITY CENTER PROGRAMS:	
Annual Membership Card	
Resident	\$5.00 - 40.00
Non-Resident (Limited number to University Heights residents only)	\$10.00 - 50.00
Senior Classes or Fieldtrips	
Fees shall be determined Mayor or designee	\$0 – \$200.00

INDOOR POOL PROGRAMS AT HEIGHTS HIGH:	
Season Pass:	
Adults (ages 18-59)	\$32.00 - 80.00
Adults (60 years or older)	\$25.00 - 80.00
Family	\$70.00 - 120.00
10 punch card	\$20.00 - 60.00
Group Instruction – Learn-to-Swim:	
Preschool through Level 6	\$30.00 - 70.00
Swim Team:	
Fall Season	\$35.00 - 75.00
Pool Classes:	
Water Aerobics	\$59.00 - 100.00

CUMBERLAND POOL PROGRAMS:	
Season Pass:	
Students (Kindergarten through High School):	
Before season opening date	\$35.00 - 80.00
After season opening date	\$45.00 - 100.00
Preschoolers (Must be accompanied by parent or adult with a current Recreation ID card):	
Before season opening date	free
After season opening date	free

Adults (ages 18-59):	
Before season opening date	\$49.00 - 100.00
After season opening date	\$59.00 - 100.00
Adults 60 Years of Age or Older:	
Before season opening date	\$39.00 - 80.00
After season opening date	\$49.00 - 100.00
Family:	
Before season opening date	\$115.00 - 200.00
After season opening date	\$135.00 - 200.00
Limited Non-resident Pool Pass Pilot Program - Residents receive preferred entry if capacity becomes limited	
Family	\$172.00 - 300.00
Individual – Young Adult, Adult	\$75.00 - 150.00
Individual – Child, Youth	\$52.00 - 125.00
Replacement of season pass or family pass or ID card	\$6.00 - 40.00
General Pool Admission:	
Preschoolers accompanied by parent or adult (w/ID card)	free
Child, Youth	\$3.00 - 40.00
Young Adults, Adults	\$4.00 - 40.00
Senior	\$3.00 - 40.00
Guests – Charge for Each Guest	\$7.00 - 40.00
Guests – Book of Five (5)	\$25.00 - 100.00
Private Swimming Instructions:	
Individual (per 30 minute session)	\$18.00 - 60.00
Group of Two (per 30 minute session)	\$27.00 - 70.00
Group Instruction – Learn-to-Swim (mornings and evenings) all sessions:	
Residents:	
Season Pass Holder	\$30.00 - 70.00
Non-Season Pass Holder	\$40.00 - 100.00
Pool Locker Rental:	
Daily Locker Rental:	
small	\$0.25 - 10.00
Large	\$0.50 - 10.00
Seasonal Locker Rental:	

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Small	\$12.00 - 40.00
Large	\$20.00 - 50.00
Lost Locker Key – Replacement Charge	\$12.00 - 40.00
Refundable Key Deposit (Seasonal Rental)	\$12.00 - 40.00
Swim Team:	
Residents	\$55.00 - 100.00
Qualified Non-Residents	\$70.00 - 120.00
Team Registration Fee per child (Diving and Synchronized Teams-daily sessions)	\$49.00 - 100.00
Pool Classes:	
Water Aerobics (8 weeks, twice per week)	\$59.00 - 100.00
Deep Water Aerobics (8 weeks, once per week)	\$39.00 - 100.00
Life Guard and Water Safety Instructor Training	\$200.00 - 350.00

FACILITY & FIELD RENTALS:	
Community Center Space Rental per hour:	
Small Activity Room:	
Resident	\$25.00 - 65.00
Non-Resident	\$50.00 - 100.00
Activity Room 1a and 1b	
Resident	\$55.00 - 120.00 (plus \$110 refundable deposit)
Non-Resident	\$110.00 - 220.00 (plus \$110 refundable deposit)
Activity Room 7:	
Resident	\$110.00 - 200.00 (plus \$220 refundable deposit)
Non-Resident	\$220.00 - 350.00 (plus \$220 refundable deposit)
North Atrium:	
Resident	\$35.00 - 100.00
Non-Resident	\$70.00 - 150.00

South Atrium:	
Resident	\$35.00 - 100.00
Non-Resident	\$70.00 - 150.00
Senior Center Multi-purpose room	
Resident	\$150.00 - 300.00 (plus \$300 refundable deposit))
Non-Resident	\$300.00 - 450.00 (plus \$300 refundable deposit)
Ice Rinks (North & South – rate depends on the rink selected and preferred rental time. Rates will be higher for peak ice times)	\$150-330.00
Summer Fieldhouse (trade show)	
per hour	\$250.00 - 350.00
per day	\$1,000.00 - 1,500.00
Indoor basketball full court	\$75.00 - 300.00
Cumberland Pool Rental:	
Group use rental of pool (2 hours)	\$350.00 - 500.00
Athletic Field/Court Rental (baseball, soccer & turf fields, tennis & basketball courts):	
Institutional (School District, Non-Profit, Business) per hour	\$75 - 300.00
Non-Institutional per hour	\$50 - 350.00
Park Picnic Shelter Rental (Must be reserved by Cleveland Heights resident)	
Fee	\$25.00 - 200.00
Refundable deposit	\$50.00 - 300.00

SECTION 3.

(a) The Mayor or their designee is hereby authorized to establish additional rules and regulations not inconsistent with the provisions of this Ordinance which they may, from time to time, deem necessary to provide for the orderly operation of the Cleveland Heights Community Center, City parks, Heights High School Pool, and Cumberland Pool and the conduct and protection of the members of the general public using the same.

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(b) In the event that it should become necessary, in the judgment of the Mayor or their designee, at any time to limit the number of persons in attendance at any activity to which the public would otherwise be generally admitted, the Mayor or their designee is hereby authorized to establish and place in effect such regulations and restrictions as she may deem necessary for such activities to protect the safety and welfare of the public grounds, the community in general, and members of the public at large. Such regulations may include, but are not limited to, advance or on-the-spot limitation of admissions, including closing-off of admission, and may also include a requirement that admission be limited to persons who are bona fide residents of Cleveland Heights and are authorized holders of a proper Recreation I.D. Card issued by the City of Cleveland Heights, and such number of guests accompanied by such Cardholder as the Mayor or their designee shall establish.

(c) In the event that the Mayor or their designee shall determine, in their sole discretion, that the conduct of a given activity, or a portion of the activity, would endanger the safety and welfare of the public, then she shall have the authority to cancel any program and, at the earliest time possible, to give, by appropriate means, notice to persons wishing to participate in such activity of the fact that the program or activity has been canceled.

(d) Notwithstanding any other provision, the Mayor or their designee is hereby vested with authority to transfer the conduct of any portion of any activity to another facility in order to insure the safety and/or convenience of the general public. At such time, the Mayor or their designee shall, by appropriate means, advise persons wishing to participate in such activities of the change of location.

(e) The Mayor or their designee is hereby authorized to change beginning and ending dates and hours for programs, facilities and sessions due to changes in the Cleveland Heights-University Heights school year dates, staffing shortages, and for other good cause, in her sole discretion.

SECTION 4. Ordinance No. 125-2020 is hereby repealed to the extent inconsistent herewith.

SECTION 5. It is found and determined that all formal actions of the Council relating to the adoption of this Resolution were taken 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 6. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights, or by posting the full text of this Resolution on the City of Cleveland Heights website.

SECTION 7. This Ordinance shall take effect and be in force at the earliest time

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permitted by law.

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____

Approved: _____

KAHLIL SEREN
Mayor



Date: June 16, 2025

To: City Council

From: Eric Elmi, Chief Building Official; Eric Zamft, Director of Planning, Neighborhoods & Development

Subject: Façade Ordinance

Purpose Statement: To authorize the creation of a new Chapter 1373 of the Codified Ordinances of the City of Cleveland Heights entitled "Exterior Walls and Appurtenances; Parking Garages."

In recent years, there have been a couple of façade wall collapses that have impacted public thoroughfares. The City currently does not have standards for the inspection of and certification of the structural integrity of the facades of buildings and garages. City staff examined a number of other communities – including the Cities of Cleveland, Lakewood, and Lorain. Based upon that review and in order to ensure public health and safety, a new chapter of the Building Code is suggested. This new Chapter 1373 contains provisions for the inspection, reporting, and certification of exterior walls/appurtenances and garages, as well as the penalties for building owners that do not comply with the proposed regulations.

Is this legislation recurring: Yes: _____ No: X

Is emergency language necessary: Yes: _____ No: X

If yes, why?

Is passage on first reading necessary: Yes: _____ No: X

If yes, why?

If funding is required, is it already budgeted for? Yes: N/A No: N/A

If not already budgeted for, where will funding come from?

Proposed: 06/16/2025

ORDINANCE NO. 127-2025(HB), *Second Reading*

By Mayor Seren

An Ordinance creating a new Chapter 1373, “Exterior Walls and Appurtenances; Parking Garages”; of Title Three, Local Provisions; of Part Thirteen, Building Code of the Codified Ordinances of Cleveland Heights to include standards and provisions to regulate the structural integrity of building facades and garages within the City.

WHEREAS, in recent years there have been façade collapses within the City that have impacted the public thoroughfare; and

WHEREAS, the City currently does not have specific standards to regulate exterior walls and appurtenances for buildings and garages; and

WHEREAS, such standards are necessary to protect the health and safety of the City, its residents, property owners, businesses, and visitors.

BE IT ORDAINED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. This Council hereby adopts a new Chapter 1373, “Exterior Walls and Appurtenances; Parking Garages”; of Title Three, Local Provisions; of Part Thirteen, Building Code of the Codified Ordinances of Cleveland Heights, as set forth in **Exhibit A** attached hereto.

SECTION 2. It is found and determined that all formal actions of the Council relating to the adoption of this Ordinance were taken 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 3. Notice of the passage of this Ordinance shall be given by publishing the title and abstract of contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights, or by posting the full text of this Ordinance to the City of Cleveland Heights Website.

SECTION 4. This Ordinance shall take effect and be in force at the earliest time permitted by law.

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____ Approved: _____

KAHLIL SEREN
Mayor

EXHIBIT A

CHAPTER 1373 – EXTERIOR WALLS AND APPURTENANCES; PARKING GARAGES

- 1373.01 Definitions
- 1373.02 Inspection and Reporting Requirements for Exterior Walls and Appurtenances; Fee
- 1373.03 Certificate of Exterior Walls and Appurtenances Inspection
- 1373.04 Inspection and Reporting Requirements for Parking Garages
- 1373.05 Certificate of Parking Garage Inspection
- 1373.98 Rules
- 1373.99 Penalties

§ 1373.01 Definitions

(a) “Building Commissioner” means the individual defined in Section 1361.09 of the Building Code or their designee.

(b) “Historic Commercial Building” / “Substantial Structure” means a multi-level structure which is a minimum of two (2) stories or 20 feet in height, whichever is less, or has a parapet wall, and is 30 years old or older. One-, two-, and three-family residential structures are not considered Historic Commercial Buildings or Substantial Structures.

(c) “Parking Garage” means a multi-level structure of other than Type V construction intended for the parking or storage of motor vehicles. A parking garage may be accessory to a principal use or structure on a lot or may be the principal structure on a lot.

(d) “Police Chief” means the Police Chief of the City of Cleveland Heights and/or their designee.

(e) “Protected Distance” means the horizontal distance measured perpendicular from any Historic Commercial Building or Substantial Structure to a public way, open pedestrian walkway or plaza, public land, other structure, or adjoining property.

(f) “Qualified Inspector” means a registered architect, or engineer specializing in structural engineering, and licensed by the State of Ohio.

§ 1373.02 Inspection and Reporting Requirements for Exterior Walls and Appurtenances; Fee

In order to maintain a Historic Commercial Building’s or Substantial Structure’s exterior walls and appurtenances in a safe condition, the following requirements shall apply to all structures subject to the regulations of this Chapter and have a Protected Distance that is equal to or less than the height of the structure from its tallest height above grade.

(a) Inspection Requirements. The owner of a Historic Commercial Building or Substantial Structure shall cause an inspection of the condition of exterior walls and appurtenances to be conducted at least once every two (2) years, in accordance with the following standards:

(1) Such inspection shall be conducted by a Qualified Inspector, and shall meet or exceed the general inspection standards under the most current American Society for Testing and Materials (ASTM) E2270-14 (Standard Practice for Periodic Inspection of Building Facades for Unsafe

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Conditions). Any areas found to be deficient in the general inspection shall require a detailed inspection.

(2) Such inspection shall be completed and a report shall be filed, per subsection (c) herein, within the following time:

A. All new inspections and reports shall be completed and filed within six (6) months of the effective date of this Chapter. Successive inspections and reports shall be completed every two (2) years from the date of the original inspection report filed in accordance with subsection (c).

B. If a Historic Commercial Building or Substantial Structure has already been inspected within 12 months prior to the adoption of this Chapter in a manner that would satisfy the requirements of this Chapter, the owner must file a report of that inspection within six (6) months of the effective date of this Chapter. Successive inspections and reports shall be completed every two (2) years from the date of the original inspection report filed in accordance with subsection (c).

(b) Inspection Report.

(1) Such report shall include the following:

A. The location of the structure by address and permanent parcel number;

B. The year the structure was built;

C. The date the structure was inspected;

D. The name, address, and title of the person or firm who conducted the inspection;

E. Complete description of inspections conducted based on ASTM E2270-14, including the locations of and descriptions the general inspection areas and any of detailed inspection areas; and

F. A conclusion regarding the condition of the exterior walls and appurtenances as either 'safe', 'unsafe', or 'safe with a repair and maintenance program'.

(2) Such report shall document all significant deterioration, unsafe conditions, and movement observed, in sufficient detail so that a comparison of successive reports will indicate any change of condition.

(3) Such report must be signed by and bear the professional seal of the Qualified Inspector.

(c) Report Filing; Fee. The inspection report shall be filed with the Building Commissioner together with a fee, as established by the Building Commissioner.

§ 1373.03 Certificate of Exterior Walls and Appurtenances Inspection

(a) Issuing of Certificates. The Building Commissioner shall issue a Certificate of Exterior Walls and Appurtenances Inspection only after having received satisfactory proof of inspection, and after the inspection report of the Qualified Inspector reports a safe condition.

(b) Keeping and Producing of Certificates and Inspection Documentation. The owner subject to the requirements of this Chapter shall keep and maintain such Certificate and any other applicable inspection documentation on-site or produce said certificate or documentation within 48 hours of any request by the Building Commissioner or the Chief of Fire or their designee.

§ 1373.04 Inspection and Reporting Requirements for Parking Garages

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In order to maintain Parking Garages in a safe condition, the following requirements shall apply:

(a) Inspection Requirements. All Parking Garages shall be inspected at least once every five (5) years.

(1) Such inspection shall be conducted by a Qualified Inspector, on behalf of the owner of the Parking Garage. Such inspection shall include, but is not limited to, all structural components, columns, piers, beams, concrete, steel, roof decks, floor and pavement, and exterior cladding, if applicable. .

(2) Such inspection shall be conducted using the most current American Society of Civil Engineers (ASCE) 11-99 Guidelines (Guideline for Structural Condition Assessment of Existing Buildings). The Qualified Inspector shall perform a preliminary assessment as defined in the Guidelines and provide a determination as to whether a detailed assessment is required. When in the opinion of the Qualified Inspector a detailed assessment is required, such an inspection shall be performed according to the Guidelines and a detailed report be produced.

(3) Such inspection shall be completed and a report filed, per subsection (c) herein, within the following time:

A. All new inspections and reports shall be completed and filed within six (6) months of the effective date of this Chapter. Successive inspections and reports shall be completed every five (5) years from the date of the original inspection report filed in accordance with subsection (c).

B. If a Parking Garage has already been inspected within 12 months prior to the adoption of this Chapter in a manner that would satisfy the requirements of this Chapter, the owner must file a report of that inspection within six (6) months of the effective date of this Chapter. Successive inspections and reports shall be completed every five (5) years from the date of the original inspection report filed in accordance with subsection (c).

(b) Inspection Report.

(1) Such report shall include the following:

A. The location of the Parking Garage by address and permanent parcel number;

B. The year the Parking Garage was built;

C. The date the Parking Garage was inspected;

D. The name, address, and title of the person or firm who conducted the inspection;

E. A conclusion regarding whether the Parking Structure and all parts thereof are either 'safe', 'unsafe', or 'safe with repairs and/or engineering monitoring' and whether, in the judgment of the Qualified Inspector, remedial work is required, based on the most recent version of ASCE 11-99, including the locations of and descriptions the general inspection areas and any of detailed inspection areas.

(2) Such report shall document all significant deterioration, unsafe conditions, and movement observed, in sufficient detail so that a comparison of successive reports will indicate any change of condition.

(3) Such report must be signed by and bear the professional seal of the Qualified Inspector.

(c) Report Filing; Fee. The inspection report shall be filed with the Building Commissioner together with a fee, as established by the Building Commissioner.

§ 1373.05 Certificate of Parking Garage Inspection

ORDINANCE NO. 127-2025(HB)

(a) Issuing of Certificates. The Building Commissioner shall issue a Certificate of Parking Garage inspection only after having received satisfactory proof of inspection, and after the inspection report of the Qualified Inspector reports a safe condition.

(b) Keeping and Producing of Certificates and Inspection Documentation. The owner subject to the requirements of this Chapter shall keep and maintain such Certificate and any other applicable inspection documentation on-site or produce said Certificate or documentation within 48 hours of any request by the Building Commissioner or the Chief of Fire.

§ 1373.06 Certificate Required for Occupancy

No building owner shall permit the occupancy of a building or structure subject to the requirements in this Chapter unless in compliance with this Chapter.

§ 1373.07 Notice of Unsafe Condition

Within 24 hours of the discovery of an unsafe condition relating to a structure subject to the regulations of this Chapter, the owner shall notify the Building Commissioner immediately in writing of such condition, and immediately begin repair, reinforcement, or precautionary measures to abate the unsafe condition to ensure public safety.

§ 1373.98 Rules

The Building Commissioner may promulgate any rules as may be necessary for the purposes of carrying out the provisions of this Chapter.

§ 1373.99 Penalties

A violation of this Chapter shall be subject to the penalties set forth in Chapter 1365.99.