

**COUNCIL MEETING MINUTES  
CITY OF UNIVERSITY HEIGHTS, OHIO  
MEETING HELD VIA ZOOM | 898 8390 0776  
MONDAY, FEBRUARY 1, 2021**

Mayor Michael Dylan Brennan called the meeting to order at 7:03p.m.

Roll Call:

Present: Mrs. Michele Weiss  
Mrs. Sandra Berry  
Mrs. Barbara Blankfeld  
Mr. Phillip Ertel  
Mr. Justin Gould  
Mrs. Susan Pardee  
Mr. John Rach

Absent: Mr. Phillip Ertel

Also Present: Law Director Luke McConville  
Clerk of Council Kelly Thomas  
Finance Director Dennis Kennedy  
Fire Chief Robert Perko  
Police Chief Dustin Rogers  
Service Superintendent Jeffrey Pokorny  
City Engineer Joseph Ciuni  
Economic Development Susan Drucker  
Interim Manager of Building, Housing & Community Development/City Planner Brendan Zak  
Communications / Civic Engagement Michael Cook  
Special Events Rachel Mullen

**MOTION BY MRS. PARDEE, SECONDED BY MRS. BERRY to excuse the absence of Mr. Ertel. On roll call, all voted “aye.”**

**Council Meeting January 19, 2021**

There were no addition corrections to the amended January 19, 2021 minutes.

**MOTION BY MRS. BLANKFELD, SECONDED BY MRS. BLANKFELD for the passage of the January 19, 2021 Council Minutes as amended. On roll call, all voted “aye.”**

**Comments from Audience**

Mr. Scott Runevitch, 2344 Loyola Road asked members of Council if anyone had comments or opinions about the Cleveland.com article that showed University Heights has the highest property tax in the State as a City.

Mayor Brennan noted that the Audience portion of the Council meeting was not normally a Q & A session, but if any members of Council wanted to address Mr. Runevitch’s comment they were welcome to.

Barring that there were no comments from Council, Mayor Brennan stated that University Heights was number 1 in a lot of things but that was not necessarily one it wants to be number 1 at. While the property taxes are quite high, the City itself only collects \$10.25 of every \$100 property tax collected. The City of University Heights has not raised taxes itself in many, many years and provides value for the taxes it does collect.

Mrs. Blankfeld noted that unlike a lot of surround cities such as Beachwood, University Heights is only 1.82 sq. miles and have very limited revenue of any type. Mrs. Blankfeld stated that she as thinks the City is a good steward of what it does have and makes the best use of it.

Mayor Brennan noted that Mrs. Blankfeld mentioned a good point regarding University Heights’ commercial and industrial base in comparison to neighboring cities. Another point is that University Heights’ property values are not necessarily the same as Beachwood’s. Beachwood also collects nearly three times the amount of property tax per capita when it comes to how much they have to spend on their residents because of all the various streams of income they have. Mayor Brennan added that two years ago the city received state approval to declare all residential lots as a City-wide Community Re-investment Area so if residents make improvements to their homes that affect and improve that home value they may qualify for a tax abatement

for the difference in value.

### **Mayor's Report**

As of today, February 1, 2021, there have been 899,079 cases of COVID-19 reported in Ohio. Total deaths in Ohio are 11,230. Phase 1B vaccinations began in Ohio two weeks ago. Today, vaccinations opened to Ohioans age 70 and older. One week from today, Monday February 8, this will expand to age 65 and older.

Teachers and staff at K-12 schools, including public, private, and career-tech schools, all around the state began vaccinations today in preparation of the planned March 1 return to school. Due to the scarcity of vaccine, this is being rolled out over the next four weeks. So, next week, Monday February 8 will be vaccinations for teachers and staff at CH-UH, Gesu, Hebrew Academy, St. Ignatius, Laurel School, University School, Beaumont, Hathaway Brown, Hawken Lower-Middle among others. Eligible recipients may learn more about their locations and times of vaccination sites from their school administrators.

Otherwise, everyone is again encouraged to visit [vaccines.coronavirus.ohio.gov](https://vaccines.coronavirus.ohio.gov) to search for providers vaccinating in the current phase by county and by ZIP code. If you have older relatives who are not tech savvy, we encourage you to help your relatives navigate that site. We have been and will continue to update our residents through the City's coronavirus email updates and through the At Your Service newsletter.

The sooner we all get vaccinated, the sooner we can begin restoring ordinary activities.

I am pleased to announce that the Administration has provided City Council with its proposed budget for 2021. Looking back at where we were at the beginning of 2020, the cuts we made midyear out of an abundance of caution, and considering all revenue sources over the course of last year, the City is in a position where it may begin restoring items, programs, maintenance, improvements, and capital purchases that we postponed in 2020. We will have a Finance Committee meeting on Wednesday to go over that in greater detail. We will also have a Recreation Committee meeting on Monday Feb 8 to explore the contours and contingencies of summer recreation, including discussing alternatives for how we may safely reopen the Pool at Purvis Park this summer.

I am still accepting applications for the Board of Zoning Appeals for a two-year seat to commence this month. Statements of interest and supporting materials (e.g. resume or CV), may be emailed to [info@universityheights.com](mailto:info@universityheights.com). I will accept and review applications as they come in. Though the BZA has quasi-judicial proceedings, one does not have to be a lawyer to serve on the BZA. A well-qualified applicant will have an interest in thoughtful land use, real estate development, knowledge of zoning and an interest to learn, an open mind and an eye towards the future – especially as the City prepares to undertake a comprehensive update to its Zoning Code.

Looking outside of the city at matters of regional interest. I continue to represent the Heights region on the NOACA Board of Directors. There are six standing committees, and this year I will be chairing the Audit and Finance Committee, I served as Vice Chair last year, with Euclid Mayor Kirsten Holzheimer Gail as Chair. Responsibilities include, not surprisingly, coordinating and overseeing the annual budget and audit of the organization. Also, in the past year, the FY 2021-2024 Transportation Improvement Program (TIP), financing of NOACA's Net Cool Zero project, funding reallocation for Towpath Trail Phase IV project, Regional Transportation Investment Policy review and revisions, and TLCI projects – including Downtown Cleveland Transportation Connection and the Regional Lakefront Connections study.

I will also be returning to the Planning and Programming standing committee.

New this year, I have been appointed as an alternate to the Bicycle and Pedestrian Advisory Council. As a mayor of a walkable city, I am proud that one of the first things I did as mayor was sit down with our City Engineer Joe Ciuni, and modify the Warrensville Center Road Transportation for Livable Communities Initiative project to include the City's first ever dedicated bike lanes, which were installed together with the midblock crossings that had been in the works since 2015. Doing more to make the city and the region bicycle friendly is critical to attracting and keeping young active residents who build our communities and make them vibrant. University Heights is second only to Lakewood in population density, and has the highest percentage of residents ages 18-34 among all 59 communities in the county. As an alternate, I will be backing up Joyce Braverman, Director of Shaker Heights Planning Department, who also served a term as chair of this council two years ago. I'm looking forward to working with Ms. Braverman, and all other members of the council in a 5 county region to make recommendations to improve our region for bicyclists and pedestrians.

I'd like to remind everyone that I am giving the 2021 State of the City Address on Thursday, February 18, at 7pm. Due to the pandemic, we will not be holding it at JCU, but will be holding it online.

Finally. I'd like to take a moment to remember University Heights City Councilman Leonard Davis. Councilman Davis served our city from 1976 to 1991, when he retired from council in anticipation of moving. Mr. Davis died last week at age 88 of Covid-19. His obituary was in the Plain Dealer and is available online, and he sounded like quite the character, and I regret that I never knew him, that he moved away before I moved to UH. Mrs. Thomas and I pulled some records, including the resolution passed by council and signed by Mayor Rothschild and all of council, chronicling his accomplishments. Including the smoke detector program, his years of service as council's representative to Planning Commission, as chair of the Recreation Committee, pool improvements, and so on. There is one achievement that was conspicuously absent from the resolution, one that endures to this very day. And though I never knew Len, a man described as a raconteur and a prankster in his obituary would only be delighted to know that those of us who work in City Hall think of him every day. We can't help it. There is a golden plaque on the second floor of City Hall, just outside council chambers that states "This is the Room that Councilman Leonard Davis Built." And that room, is the second floor restroom at City Hall. Apparently Councilman Davis led the charge to build that restroom, for the convenience and relief of us all to this very day, so that we don't all have to go downstairs. Here's to you, Len. Thank you. This concludes my report.

### **Agenda Items:**

#### **A) Presentation by Mr. Ted Troxell and the City's Technology Advisory Commission regarding the Needs Analysis and Development of an IT Strategic Plan for the City**

Mr. Troxell presented a PowerPoint presentation regarding the City's Technology Advisory Commission's charge to seek a Secure IT Infrastructure as well as reliable qualified IT support so that the City is not only secure now but, in the future, as well. The Tech Committee has years and decades of working with different aspects of the IT community. The Committee helps to advise the city on technical acquisitions, reviewing different vendors and leveraging their expertise to help the city make the most informed and best decision possible regarding its IT needs.

Mr. Troxell reviewed and explained how the committee critiqued the results from the four different vendors who submitted their RFQ proposals based on the City's request. The four vendors were: Starfish, Avero, Rea & Associates and Plante Moran.

Mr. Troxell noted the importance of understanding the operations and procedures, what are the risks and how to mitigate them from an operational perspective. Based on reviewing a swat analysis for the strength, weakness, opportunity and threats of each of the four vendors. The committee met on January 12, 2021 unanimously decided to select Rea & Associates as the vendor.

Mrs. Weiss thanked Mr. Troxell and the Tech Advisory Committee for their work and expertise, the city could not have asked for a better team.

Mrs. Blankfeld noted the many hours the committee and Mr. Troxell spent on this and echoed Mrs. Weiss' comments.

Mr. Gould commented that one of the items the Mayor ran his campaign on was for more transparency and greater citizen participation. The Technology Committee meetings were superior and Mrs. Pardee's work with the committee was wonderful to watch. Mr. Gould thanked everyone who participated in the process.

Mrs. Pardee thanked Mr. Troxell and the committee. Mrs. Pardee noted that the first committee meeting was on March 23, 2020 so it has been almost a year of solid work by the committee. The committee looked at what was occurring in the city, what the city needed and what was determined was a two-step process. First to audit what the city has in place and to make a recommendation through another company from the RFQ for strategic direction in order to have a comprehensive plan for the city's IT needs. Mrs. Pardee stated she supports the recommendation from the committee.

Mayor Brennan thanked Mr. Troxell and the members of the Technology Advisory Commission for all their time and work thus far.

**B) Ordinance 2021-01 Authorizing the Mayor to Enter into a Letter Agreement with Rea & Associates for the Performance of an Information Technology Needs Assessment and Strategic Plan and Declaring an Emergency (on first reading)**

Mrs. Pardee acknowledge that the Technology Advisory Committee had completed its work with the RFP and has made a recommendation after considering four providers that submitted replies in response to the city's RFQ. Mrs. Pardee noted that the Ordinance title should be corrected to read for the Performance of the City Needs Assessment and Strategic Plan before being presented at the next Council meeting. Mrs. Pardee thanked her colleagues for attending the committee meetings.

Mr. McConville replied that he would make that correction to the title and in the whereas clauses and the references to the commission. Mr. McConville added that he would be contacting Rea & Associates to negotiate points that the committee had in regards to the contract.

**C) Ordinance 2021-03 Creating a Facility Capital Improvement Fund (on second reading)**

Mr. Kennedy stated that Ordinance 2021-03 was discussed at the Strategic Planning and Finance Committee meetings. The Ordinance establishes a fund that will be reserved for providing resources for expenses related to studies, reviews, architect, engineer. As well as the actual construction for improvements and new facilities for city buildings. Any resources on the transfer that go into or out of the fund has to be approved by Council.

**MOTION BY MRS. BERRY, SECONDED BY MRS. BLANKFELD for the Adoption of Ordinance 2021-03 Creating a Facility Capital Improvement Fund. On roll call, all voted "aye."**

**D) Ordinance 2021-05 Authorizing the Transfer of Funds from the BCI Fees Fund (214) to the General Fund (100) in the Amount of \$2,000 and Declaring an Emergency (on emergency)**

Mr. Kennedy stated that this was for an advance transfer back from the BCI Fund to the General Fund. Mr. Kennedy said that at the end of 2019 the City executed an advance from the General Fund to the BCI Fund because of the timing differences between revenues and expenses, there are sufficient funds available now to pay that advance back to the General Fund.

**MOTION BY MRS. BLANKFELD, SECONDED BY MRS. BERRY for the Adoption of Ordinance 2021-05 Authorizing the Transfer of Funds from the BCI Fees Fund (214) to the General Fund (100) in the Amount of \$2,000 and Declaring an Emergency. Roll call on suspension of the rules, all voted "aye." Roll call on passage, all voted "aye."**

**E) Ordinance 2021-06 Amending Ordinance 2020-63 Authorizing Temporary Appropriations for Current and Other Expenditures of The City of University Heights, Ohio for the Period Commencing January 1, 2021 and Ending March 31, 2021 and Declaring an Emergency (on emergency)**

Mr. Kennedy stated that when he produced the 2021 Temporary Appropriations in December there was an insufficient amount in the Capital fund to pay the installment that is due in February 2021 for the new fire truck. That payment is a little south of \$159,000 and this Ordinance will increase the original appropriation from the original temporary level to an amount that would be sufficient enough to issue a check for that payment this week.

**MOTION BY MRS. PARDEE, SECONDED BY MRS. BLANKFELD for the Adoption of Ordinance 2021-06 Amending Ordinance 2020-63 Authorizing Temporary Appropriations for Current and Other Expenditures of The City of University Heights, Ohio for the Period Commencing January 1, 2021 and Ending March 31, 2021 and Declaring an Emergency. Roll call on suspension of the rules, all voted "aye." Roll call on passage, all voted "aye."**

**F) Resolution 2021-07 Celebrating Black History Month 2021**

Mayor Brennan read Resolution 2021-07 into the record.

**2021-07  
A RESOLUTION HONORING BLACK HISTORY MONTH, 2021**

**WHEREAS**, University Heights is better because of the diversity of our population; and

**WHEREAS**, 95 years ago, historian Carter G. Woodson launched Negro History Week, the forerunner to Black History Month; and

**WHEREAS**, for a people brought to America in chains more than 400 years ago, freed from slavery just fifteen decades in the past, and allowed to vote with the modern civil rights era, African American accomplishments are astonishing and noteworthy; and

**WHEREAS**, three months ago, the United States elected Kamala Harris the nation’s first Black and female vice president; and

**WHEREAS**, as Dr. Martin Luther King once stated, “human progress is neither automatic nor inevitable. Every step toward the goal of justice requires sacrifice, suffering, and struggle; the timeless exertions and passionate concern of dedicated individuals;” and

**WHEREAS**, the Association for the Study of African American Life and History has set the 2021 national theme for the observance of Black History Month to be “The Black Family: Representation, Identity, and Diversity,” and

**WHEREAS**, Black history is American history; and during Black History Month, we pay tribute to the contributions and accomplishments of past generations as we reaffirm our commitment to keeping the American Dream alive for generations to come, in pursuit of the righteous cause of a nation that is more just, to address the inequities and injustices that remain and continue, and celebrate the birthright promises of freedom: that all people are created equal, that they are endowed by their Creator with certain unalienable rights, that among these are life, liberty, and the pursuit of happiness.

**NOW, THEREFORE, BE IT JOINTLY PROCLAIMED BY THE MAYOR AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO, THAT:**

**Section 1:** We call upon all residents of University Heights to observe the month of February 2021 with appropriate programs, ceremonies, and activities, as can be allowed during the ongoing pandemic, in celebration and recognition of Black History Month.

**Section 2:** We reaffirm our commitment to justice and against illegal discrimination in the City of University Heights, Ohio.

**Section 3:** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted 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 action, were in meetings open to the public, in compliance of all legal requirements.

**Section 4:** This Resolution shall take effect at the earliest time allowed by law.

**City of University Heights**

**Michael Dylan Brennan, Mayor, Michele Weiss, Vice Mayor, Saundra Berry, Councilwoman, Barbara Blankfeld, Councilwoman, Phillip Ertel, Councilman, Justin Gould, Councilperson, Susan D. Pardee, Councilwoman and John Rach, Councilperson**

**MOTION BY MRS. BERRY, SECONDED BY MR. RACH for the Adoption of Resolution 2021-07 Celebrating Black History Month 2021. On roll call, all voted “aye.”**

**G) Motion Authorizing 2021 Subscription Payments to Lexipol LLC, for Fire Department \$8,414.00 and Police Department \$14,615.20. For a total payment amount not to exceed \$23,029.20**

Mr. Kennedy stated that the invoices from Lexipol for the Police Department and Fire Department exceeded the Mayor’s spending limit with a total amount of \$23,029.20 and would thus be prudent to have Council approve the payment because it was the same vendor.

Police Chief Rogers stated that the department has had a subscription with Lexipol since 2018. The subscription provides policies that are consistent with recognizing best practices reflecting State, Federal and Case Laws by utilizing a team of legal professionals to monitor those policies and providing automatic updates of what is occurring across the county in real time. The subscription also a daily training feature associated with the procedure manual that provides guidance with specifics in how things are done in the field. The policy has accreditation standards built into the police manual. The second part of the invoice is related to the Police One Academy that provides a comprehensive platform for officers to take various types of training for an in-depth solution for the agency.

Fire Chief Perko echoed Chief Rodgers statement and added that the Lexipol platform is available 24/7 with an app for access to the Lexipol software to employees while they are out in the field. The Fire Department does not have a subscription to Fire One Academy because that is provided by their medical control. The department is now insured to be up to date continuously with State and Federal standards as they are released.

**MOTION BY MRS. BERRY, SECONDED BY MRS. BLANKFELD Authorizing 2021 Subscription Payments to Lexipol LLC, for Fire Department \$8,414.00 and Police Department \$14,615.20. For a total payment amount not to exceed \$23,029.20. On roll call, all voted “aye.”**

Mayor Brennan noted that agenda item “H” A Motion to Enter a contract with GT Environmental, Inc. to survey University Heights residents regarding potential changes in City solid waste and recycling collection methods was removed from the agenda.

Mr. McConville suggested that there be a motion to either table or remove the item from the agenda since the amended agenda went out this afternoon because there could be a member of the public in attendance waiting to hear about that agenda item.

Mr. Gould asked if a motion to refer to committee serve as removal from the agenda because there was a previous motion at the previous Council meeting to refer this item to committee. There is no record of the committee referring it back on the Council agenda. Mr. Gould stated that the Clerk placed this item on the agenda by accident.

Mr. McConville stated that Mr. Gould comment was sufficient for the minutes and that Council could proceed to the next agenda item.

**I) Motion to Hold an Executive Session immediately following this Regular Meeting for the Purpose of Discussing Personnel, Legal and/or Real Estate Matters**

Mayor Brennan stated that there were two real estate matters to discuss during Executive Session. Mayor Brennan asked for a motion to enter into Executive Session to discuss University Square and Municipal Facilities.

**MOTION BY MR. GOULD, SECONDED BY MR. RACH to hold Executive Session immediately following this regular meeting for the purpose of discussing real estate matters regarding University Square and Municipal Facilities. On roll call, all voted “aye.”**

**Director’s Reports**

**Finance Director – Dennis Kennedy** reported that he would disseminate follow up information to Council for the upcoming Finance Committee meeting. Mr. Kennedy stated that he would also provide information and update about the current 2019 audit and future audits.

**Law Department – Luke McConville** reported that he spoke with John Carroll University’s General Counsel, Colleen Tremble regarding the Rental Registration ordinance. In general terms, John Carroll agrees with the City’s interpretation of the Bowling Green case and appreciative of the City’s efforts to attempt to mitigate the impacts of that case on the City’s registration program. Mrs. Tremble offered a few consistency comments that he would take a look at and that he should have the final legislation to Mrs. Blankfeld this week. Additionally, the City has been sued in Small Claims Court by a resident in connection with an incident that occurred last Fall, where the City’s tree trimming vendor, Parks Tree Service had allegedly run over a portion of the resident’s sidewalk cause a depression. In connection with that case the City filed a motion for dismissal of that case on the grounds that the City has immunity for the performance of those kind of services and the City was dismissed out of that action.

**Police Department – Chief Rogers** reported on the incident that occurred in University Heights on Saturday night in which an individual was shot and pertaining to the public records or media releases that were provided to Council that evening and shared via the Department’s social media pages and platforms. At this time that were no further updates. Chief Rogers ensured everyone that the officers were working around the clock on that case and when there is additional he would provide it.

**Fire Department – Chief Perko** reported on three items. The department continues to work with the Board of Health on the vaccination process and helping at the various vaccination sites. The department will continue to post information regarding the COVID vaccinations on their social media platforms. The department is also looking at 2021 grant opportunities to apply for, those may be presented at the next Council meeting for approval. Lastly, the department has completed its 2020 annual report and it will be sent out to Council members individually and posted on the City’s website.

**Service Department – Jeffrey Pokorny** reported that the 2020-02 contract for tree pruning and removal is ongoing, thus far the following areas have been completed: Fenwood Rd., Bushnell (from Warrensville to Wrenford) and South Belvoir median trees. The next areas are: Saybrook (from Traymore to Silsby) and then Walter Stinson Community Park.

**Building & Housing – Interim Director Brendan Zak** reported the following. The Building Department currently has a one-day turn around time for typical residential permits; five to seven-day turnaround for commercial permits. Both of those turnaround times are well below the State allowance of 30 days. This is due to the help of Mr. Nino Monaco.

Mrs. Blankfeld asked about the status of the training and implementation of Citizenserve. Mr. Zak replied that he was still having weekly meetings with the representative from Citizenserve and the system is in the process of being built out. The department recently had the two administrative aids leave and the department is in the process of replacements and he hopes that does not interfere with the scheduling that was discussed during the Building and Housing Committee meeting.

**Communications/Civic Engagement – Michael Cook** reported that the next issue of Mosaic magazine will include several features on Black History Month. Too often, Black History Month is an afterthought in the communications plans of local and state governments. We are working on several articles for the February issue, with our friends at John Carroll University and the Heights Libraries. The magazine will hit mail boxes at the end of the month. As Mayor Brennan earlier noted the passing of Council Member Leonard Davis. The next Mosaic will also feature an article celebrating the life and memory of Mr. Davis.

**Economic Development – Susan Drucker** reported that the RPF for the Zoning Code update was advertised on January 28, 2021 and will also be advertised on February 4, 2021. Proposals are due back on February 25, 2021. Mrs. Drucker stated that the Economic Committee will need to meet to develop the interview panel and to review the dates that need to be reserved for the review of submitted proposals.

There were no other director reports.

#### **Standing Council Committees:**

**Building – Housing Committee** – Mrs. Blankfeld said a do-doodle poll for committee members will be sent after February 15, 2021 for a committee meeting to further explore the rental registration ordinance.

**Community Outreach** – Mrs. Pardee stated that once the contract goes to Rea & Associates the committee will work with the Technology Advisory Commission to determine dates and benchmarks for reviewing the progress and the next steps. In regards to the neighbor to neighbor mediation, Mrs. Pardee said she would reach out to Mayor Brennan to see if another meeting is needed or if there is consideration in hiring the Cleveland Mediation Center to handle this. If so then the committee will work with Mrs. Weiss and the Finance Committee to incorporate it into the 2021 Budget or the Community Outreach Committee can meet again for further discussion.

Mayor Brennan asked if it was a matter of getting price quote from the Cleveland Mediation Center. Mrs. Pardee replied that a quote was received and that the majority of the committee felt that the quote was so good that it was a no brainer to accept it. Mayor Brennan said it could be brought up at the Finance Committee meeting to find a place to put it in the 2021 Budget.

**Economic Development** – **John Rach** stated that he would be polling for a meeting per Susan Drucker's Economic report.

**Finance Committee** - Mrs. Weiss reported that the Committee will meet on Wednesday to work on the 2021 Budget. The Strategic Planning Committee which is a sub-committee of the Finance Committee will also be meeting. Due to the outstanding work of Mrs. Drucker and Mr. Kennedy, the committee will be finalizing all of the internal issues within the city, including the organizational chart for the city, organizational chart for departments, compensation ranges for Directors and job descriptions. The plan for the next Strategic Planning meeting is around capital assets. The committee will be meeting monthly so that within the year they will be hopefully be done with the strategy portion and moving forwards with all of the plans.

**Recreation Committee** – Mayor Brennan announced that the Recreation Committee would be meeting on Monday, February 8, 2021.

**Safety Committee** – Mrs. Berry stated that she would be setting up a committee meeting towards the end of the month.

**Service and Utilities Committee** – Mr. Gould stated that the committee met last week and heard the desires of Council and the Administration for what each wants out of the rubbish study. Mr. Gould said that research

would be done on different resources that may be available to conduct the survey for University Heights and returns those options to the committee next week.

There were no other committee reports.

**MOTION BY MR. RACH, SECONDED BY MRS. PARDEE to exit Executive Session. On roll call, all voted “aye.”**

**MOTION BY MRS. PARDEE, SECONDED BY MRS. BLANKFELD to add the approval of the Spaulding Lease option for the City Hall annex located on Warrensville Center Road to the regular Council agenda. On roll call, all voted “aye.”**

Added Agenda Item: **Motion to Authorize the Mayor to exercise the option for an additional lease year to commence January 1, 2021 and terminate on May 31, 2022 for the Spaulding Lease option for the City Hall annex located on Warrensville Center Road**

**MOTION BY MR. GOULD, SECONDED BY MRS. PARDEE to Authorize the Mayor to exercise the option for an additional lease year to commence January 1, 2021 and terminate on May 31, 2022 approve the Spaulding Lease option for the City Hall annex located on Warrensville Center Road. On roll call, all voted “aye.”**

**MOTION BY MR. GOULD, SECONDED BY MRS. BERRY to adjourn the meeting. On roll call, all voted “aye.”**

There being no further business, the meeting was adjourned at 8:34p.m.

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Michael Dylan Brennan, Mayor

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Kelly M. Thomas, Clerk of Council