



Cuyahoga County Council – Procedures for Public Comment at Council and Committee Meetings

- Requests to speak must be submitted in writing **prior** to the scheduled meeting start time on the Request Form provided by the Clerk immediately prior to each meeting.*
- Request Forms must be submitted in-person and may not be submitted on behalf of others (one per person).
- A maximum of thirty speakers will be selected at random during the public comment section at each meeting.
- Each speaker will receive two minutes to address the council or committee. A bell will ring to signal that speaking time has ended. Speakers may not yield their time to others.
- In lieu of verbal public comment, written testimony may be submitted to Council or the applicable committee through the Clerk of Council at CouncilPublicComment@cuyahogacounty.us prior to the adjournment of each meeting.
- The Council and committee meeting schedule can be found [on the Council website](#).

** Council chambers will open to the public 30 minutes prior to the scheduled meeting start time.*



CUYAHOGA COUNTY COUNCIL

REGULAR MEETING

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS,
4th FLOOR

MEETING AGENDA

TUESDAY, SEPTEMBER 23, 2025 — 5:00 P.M.

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. SILENT MEDITATION

5. PUBLIC COMMENT

6. APPROVAL OF MINUTES

- a) September 9, 2025 Committee of the Whole Meeting
- b) September 9, 2025 Regular Meeting

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

8. MESSAGES FROM THE COUNTY EXECUTIVE

9. LEGISLATION INTRODUCED BY COUNCIL

a) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2025-0273: A Resolution awarding a total sum, not to exceed \$10,000, to the Mejor Via Foundation for the purchase and renovation of 3212 Fulton Road from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Sweeney

- 2) R2025-0274: A Resolution authorizing an amendment to Resolution No. R2024-0396 in an amount not to exceed \$250,000, to the Murtis Taylor Human Services System for the relocation of the Students of Promise/Prentiss Place Transitional Living Project from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Jones

- 3) R2025-0275: A Resolution awarding a total sum, not to exceed \$5,000, to the Friends of the Henn Mansion, Inc. for the repair of the Henn Mansion Chimney's Project from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Simon

b) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING

- 1) R2025-0260: A Resolution awarding a total sum, not to exceed \$10,000, to PetFix Northeast Ohio, Inc. for the purpose of opening a spay/neuter clinic in Garfield Heights from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Simon, Jones, Schleper and Miller

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

- 2) R2025-0261: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Sweeney on behalf of Cuyahoga County Personnel Review Commission

Committee Assignment and Chair: Human Resources, Appointments & Equity – Sweeney

c) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2025-0005: An Ordinance amending Sections 303.01, 303.03, and 303.06 of the Cuyahoga County Code to update and clarify the Cuyahoga County Civil Service Plan to ensure consistency with the Charter of Cuyahoga County and the Administrative Rules of the Personnel Review Commission.

Sponsor: Councilmember Sweeney on behalf of the Personnel Review Commission

d) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR SECOND READING

- 1) O2025-0004: An Ordinance amending Sections 1501.01 and 1501.02 of the Cuyahoga County Code and Section 3.02 of the Cuyahoga County Employee Handbook to prohibit discrimination on the basis of a person's hair texture or hair

style commonly associated with a particular race or national origin in the areas of housing, employment, and places of public accommodation.

Sponsors: Councilmembers Houser, Turner, Schleper and County Executive Ronayne

Committee Assignment and Chair: Human Resources, Appointments & Equity – Sweeney

10. LEGISLATION INTRODUCED BY EXECUTIVE

a) CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

- 1) R2025-0276: A Resolution amending the 2024/2025 Biennial Operating Budget for 2025 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Fiscal Officer/Office of Budget and Management

b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2025-0277: A Resolution confirming the County Executive's appointment of Anthony W. Scott to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for an unexpired term ending 1/31/2027; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

- 2) R2025-0278: A Resolution confirming the County Executive's reappointment of the Honorable Mayor Gregory P. Kurtz to serve on the Cuyahoga County Planning Commission representing the Cuyahoga Region for the term 1/1/2026 – 12/31/2028; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

- 3) R2025-0279: A Resolution confirming the County Executive's reappointment of the Honorable Mayor Georgine Welo to serve on the Cuyahoga County Planning Commission representing the Hillcrest Region for the term 1/1/2026 – 12/31/2028; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

- 4) R2025-0280: A Resolution confirming the County Executive's appointment of Bryan M. Edwards to serve on the Cuyahoga County Tax Incentive Review Council for an unexpired term ending 12/31/2026; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

- 5) R2025-0281: A Resolution authorizing an amendment to Contract No. 4655 (formerly known as Contract Nos. 3405, 1014 and CE0800729) to consolidate it with Contract No. 4656 (fka Contract Nos. 877 and CE0600297) with 4209 Euclid, LLC for lease of parking spaces located near E. 40th St. and Euclid Avenue in the City of Cleveland. This amendment terminates the 2006 Lease (Contract No. 4656) and incorporates its 150-parking spaces into the 2008 Lease (Contract No. 4655) for the period 8/15/2024 through 4/30/2028 to extend the time period to 6/30/2028, to add additional funds not-to-exceed \$600,480.00, and to amend terms, effective 7/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

- 6) R2025-0282: A Resolution authorizing an amendment to Contract No. 4086 (fka 864 and CE1500266-01) with HH Golden Gate, LLC for lease of office space in Golden Gate Shopping Center, located at 6420 Mayfield Road in the City of Mayfield Heights for the period 10/1/2015 – 12/31/2025 to exercise an option to extend the time period to 12/31/2030, to change the terms, and for additional funds in the amount not-to-exceed \$549,135.20, effective 8/21/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective,

Sponsor: County Executive Ronayne/Department of Public Works and Fiscal Office/Auto Title Division

- 7) R2025-0283: A Resolution authorizing a contract with Johnson Controls, Inc. in the amount not-to-exceed \$2,618,567.00 for a joint cooperative purchase of preventative maintenance and repair services for HVAC, Fire Alarm, and Security Systems at various County locations for the period 11/1/2025 – 12/31/2028; authorizing the County Executive to execute Contract No. 5627 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

- 8) R2025-0284: A Resolution authorizing a Tax Certificate Sale/Purchase Revenue Generating Agreement (via Contract No. 5653) with NAR Solutions, Inc. dba NAR Ohio, LLC in the amount not-to-exceed \$40,000,000.00 for the sale of tax lien certificates for the period 11/1/2025 – 11/30/2027; authorizing the County Executive to execute the Agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Treasurer's Office

- 9) R2025-0285: A Resolution authorizing a contract with Cyclomedia Technology, Inc. in the amount not-to-exceed \$ 2,588,000.00 for a joint cooperative purchase of high-resolution, street-level cyclorama imagery and LiDAR for measurement of structures for the Fiscal Office's appraisal process, effective upon signatures of all parties through 12/31/2030, authorizing the County Executive to execute Contract No. 5504 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Information Technology

- 10) R2025-0286: A Resolution making a sole source award on RQ16046 to InfoPro Computer Solutions in the amount not-to-exceed \$2,490,000.00 for maintenance and support, system documentations, training and related products and services for the Buckeye Case Management and Computer Network Systems for the period 1/1/2026 – 12/31/2030; authorizing the County Executive to execute Contract No. 5443 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne on behalf of Court of Appeals of Ohio, Eighth Appellate District

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2025-0266: A Resolution declaring that public convenience and welfare requires the rehabilitation of Fairmount Bridge No. 10.80 over the Chagrin River in the Village of Hunting Valley; total estimated project cost \$2,300,800.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Jones

- 2) R2025-0267: A Resolution declaring that public convenience and welfare requires the rehabilitation of McCracken Road Bridge No. 01.36 over Mill Creek in the Cities of Garfield Heights and Maple Heights; total estimated project cost \$3,000,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into agreements of cooperation with said municipalities; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Jones

- 3) R2025-0269: A Resolution authorizing A Master Subgrant Agreement with various School Districts in the total amount not-to-exceed \$1,331,982.00 for the purchase and installation of solar arrays, effective upon signatures of all parties through 12/31/2025; authorizing the County Executive to execute the Master Subgrant agreement and all other documents consistent with said agreement and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Contract No. 5525 with Cleveland Municipal School District in the anticipated amount not-to-exceed \$443,994.00.
- b) Contract No. 5526 with East Cleveland School District in the anticipated amount not-to-exceed \$443,994.00.
- c) Contract No. 5527 with Maple Heights School District in the anticipated amount not-to-exceed \$443,994.00.

Sponsor: County Executive Ronayne/Department of Public Works/Division of Public Utilities

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

d) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

- 1) R2025-0252: A Resolution authorizing an amendment to Agreement No. 401 with The MetroHealth System for an Opioid Treatment Program and addiction support services for inmates detained at the Cuyahoga County Corrections Center for the period 3/23/2021 – 12/31/2024 to extend the time period to 12/31/2026, to amend the terms, and for additional funds in the amount not-to-exceed \$2,882,687.00, effective upon signatures of all parties, reflecting retroactive budget changes as of 1/1/2025; authorizing the County Executive to execute the

amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Sheriff's Department and Councilmember Turner

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

- 2) R2025-0258: A Resolution authorizing an amendment to a Master Contract with various providers for Supplemental Nutrition Assistance Program (SNAP) to Skills Employment and Training services for the period 10/1/2023 – 9/30/2025 to extend the time period to 9/30/2026 and for additional funds in the total amount not-to-exceed \$1,300,000.00, effective 10/1/2025; authorizing the County Executive to execute the Master Contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
- a) Contract No. 3684 with The Centers for Families and Children in the amount not-to-exceed \$140,000.00.
 - b) Contract No. 3704 with Cleveland Center for Arts & Technology dba New Bridge Cleveland in the amount not-to-exceed \$400,000.00.
 - c) Contract No. 3707 with Cuyahoga County Public Library in the amount not-to-exceed \$50,000.00.
 - d) Contract No. 3710 with Goodwill Industries of Greater Cleveland and East Central Ohio, Inc. in the amount not-to-exceed \$60,000.00.
 - e) Contract No. 3706 with Lutheran Metropolitan Ministry in the amount not-to-exceed \$150,000.00.
 - f) Contract No. 3708 with Towards Employment in the amount not-to-exceed \$200,000.00.
 - g) Contract No. 3711 with West Side Catholic Center in the amount not-to-exceed \$300,000.00.

Committee Assignment and Chair: Health, Human Services & Aging– Conwell

- 3) R2025-0259: A Resolution authorizing an amendment to Contract No. 3344 (fka Contract No. 2574) with Keefe Commissary Network, LLC for Jail Commissary services for the period 8/11/2022 – 8/10/2025 to extend the time period to 12/31/2030, to establish a not-to-exceed amount of the contract at \$15,500,000.00, and to amend pricing schedules, effective 8/10/2025; authorizing the County Executive to execute the amendment and all other documents

consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Sheriff's Department and Councilmember Turner

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

- 4) R2025-0264: A Resolution confirming the County Executive's appointment of Michael J. Negray to serve on Cuyahoga County Corrections Planning Board for the term 1/2/2025 – 1/1/2028; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne and Councilmember Sweeney

Committee Assignment and Chair: Human Resources, Appointments & Equity – Sweeney

- 5) R2025-0265: A Resolution confirming the County Executive's reappointment of Lauren Beene, MD to serve on the Cuyahoga County Women's Health Commission for the term 5/1/2025 – 4/30/2028; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

Committee Assignment and Chair: Human Resources, Appointments & Equity – Sweeney

- 6) R2025-0268: A Resolution authorizing an amendment to Contract No. 2359 (fka Contract Nos. 900 & CE1500299-01, 02, 03 and 06) with Halle Industrial Park, LLC for lease of space located at 1890 East 40th Street, Cleveland for the period 6/1/2015 - 8/31/2025, to extend the time period to 8/31/2030, to amend terms, and for additional funds in the amount not-to-exceed \$8,513,154.72; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Department of Public Works and Councilmember Conwell

Committee Assignment and Chair: Public Works, Procurement & Contracting – Jones

- 7) R2025-0270: A Resolution authorizing affordable housing loans to various organizations in the total amount not-to-exceed \$5,100,000.00 for the Affordable Housing Gap Financing Program which will assist in the creation of 557 new construction, affordable housing units and the retention of 147 units; authorizing

the County Executive and/or Director of Housing and Community Development to execute all documents consistent with said loans and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Cleveland West Veterans Housing L.P in the amount not-to-exceed \$1,000,000.00 for the development of 62 units of multifamily and permanent supportive housing for homeless veterans, located at 3311 West 73rd Street in the City of Cleveland.
- b) Hough Senior Independent Living L.P. in the amount not-to-exceed \$500,000.00 for the development of 55 units of permanent supportive housing for seniors, located at 8910 Hough Avenue in the City of Cleveland.
- c) Cleveland Heights Senior Housing Limited Partnership in the amount not-to-exceed \$600,000.00 for the development of 71 senior housing units, located at 2728 Lancashire Road in the City of Cleveland Heights.
- d) Depot on Detroit L.P. in the amount not-to-exceed \$500,000.00 for the development of 60 multifamily housing units, located at 10300 Detroit Avenue in the City of Cleveland.
- e) Gateway 66 Limited Partnership in the amount not-to-exceed \$500,000.00 for the development of 80 multifamily housing units, located at 1521 E. 66th Street in the City of Cleveland.
- f) Fairfax Innovation Square 2, L.P in the amount not-to-exceed \$500,000.00 for the development of 67 multifamily housing units, located at 2287 East 103rd Street in the City of Cleveland.
- g) Kirby Manor Senior Housing Limited Partnership in the amount not-to-exceed \$500,000.00 for rehabilitation of 147 units of senior housing, located at 11500 Detroit Avenue in the City of Cleveland.
- h) Midtown Lofts LLC in the amount not-to-exceed \$500,000.00 for development of 120 units of multifamily housing, located at 3300 Payne Avenue in the City of Cleveland.
- i) Walton Senior LLC in the amount not-to-exceed \$500,000.00 for development of 52 units of senior housing, located at 3577 Walton Avenue in the City of Cleveland.

Sponsors: County Executive Ronayne/Department of Housing and Community Development and Councilmember Houser

Committee Assignment and Chair: Community Development & Housing – Houser

- 8) R2025-0271: A Resolution authorizing an amendment to Contract No. 5003 (fka Contract No. 4223) with Catholic Charities Corporation for success coaching services for eligible Ohio Works First applicants and management of the incentive payment system in connection with the Benefit Bridge Pilot Program for the period 3/1/2024 – 6/30/2025 to extend the time period to 6/30/2026, to amend terms, and for additional funds in the amount not-to-exceed \$1,996,754.24, effective 3/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

- 9) R2025-0272: A Resolution authorizing an amendment to a Master Contract with various providers for emergency assistance services for the period 9/1/2024 – 8/31/2025 to extend the time period to 8/31/2026 and for additional funds in the total amount not-to-exceed \$1,575,000.00, effective 9/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Contract No. 4620 with A-Z Furniture Co., Inc. in the anticipated amount not-to-exceed \$315,000.00.
- b) Contract No. 4617 with Burlington Stores in the anticipated amount not-to-exceed \$500,000.00.
- c) Contract No. 4622 with Dave's Supermarket, Inc. in the anticipated amount not-to-exceed \$125,000.00.
- d) Contract No. 4621 with Penney OpCo LLC, dba JCPenney in the anticipated amount not-to-exceed \$250,000.00.
- e) Contract No. 4619 with West 25th Furnishings and Appliances, Inc. in the anticipated amount not-to-exceed \$385,000.00.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Children & Family Services

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

e) CONSIDERATION OF A RESOLUTION FOR THIRD READING ADOPTION

- 1) R2025-0241: A Resolution authorizing a contract with The Centers for Families and Children in the amount not-to-exceed \$7,000,000.00 for capital funding towards the construction of a new Comprehensive Behavioral Healthcare Center with priority for the development of a detoxification unit, effective upon signatures of all parties through 12/31/2026; authorizing the County Executive to execute Contract No. 5477 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Safety and Justice Services

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

11. MISCELLANEOUS COMMITTEE REPORTS

12. MISCELLANEOUS BUSINESS

13. ADJOURNMENT

NEXT MEETING

REGULAR MEETING:

TUESDAY, OCTOBER 14, 2025
5:00 PM / 4TH FLOOR

COMMITTEE OF THE WHOLE:

TUESDAY, OCTOBER 14, 2025
1:00 PM / 4TH FLOOR

**Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Download the [Metropolis smartphone app](#) and create an account to have parking validated at meetings. Please scan the QR code posted in Council Chambers to input your license plate information for parking to be validated by Metropolis, a non-County entity. You will be responsible for the cost of parking if you are unable to utilize this online parking service.*

***Meeting rooms are equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*



CUYAHOGA COUNTY COUNCIL

COMMITTEE OF THE WHOLE

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

4th FLOOR

MEETING MINUTES

TUESDAY, SEPTEMBER 9, 2025 — 2:30 P.M.

1. CALL TO ORDER

Council President Miller called the meeting to order at 2:35 p.m.

2. ROLL CALL

Council President Miller asked Clerk Richardson to call the roll. Councilmembers Schleper, Turner, Kelly, Sweeney, Casselberry, Gallagher and Miller were in attendance, and a quorum was determined. Councilmember Yvonne Conwell was absent.

[Clerk's Note: Councilmembers Jones, Houser and Simon entered the meeting after the roll call was taken].

A motion was made by Mr. Sweeney, seconded by Mr. Casselberry and approved by unanimous vote to excuse Councilmember Yvonne Conwell from today's meeting.

3. PUBLIC COMMENT

Loh addressed Council regarding various non-agenda items.

4. PRESENTATION

Council President Miller announced that Resolution No. R2025-0241 is being presented for informational purposes only. The legislation is not before the Committee of the Whole, and no vote is required. Mr. Miller said that Council expects to consider and vote on the legislation at the September 23rd Council meeting.

- a) R2025-0241: A Resolution authorizing a contract with The Centers for Families and Children in the amount not-to-exceed \$7,000,000.00 for capital funding towards the construction of a new Comprehensive Behavioral Healthcare Center with priority for the development of a detoxification unit, effective upon signatures of all parties through 12/31/2026; authorizing the County Executive to execute Contract No. 5477 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Eric Morse, President and Chief Executive Officer of The Centers, addressed Council and gave a presentation on the Centers' Comprehensive Behavioral Health Crisis Center (BHCC) and reported on the historical context; challenges; the current impact on Emergency Departments;

the Justice System’s role in Behavioral Health Crisis; analyzing community needs to right size the behavioral Health Crisis Center; the alignment of services toward a common goal; SAMSHA guidelines and the 3 essential elements for effective crisis services; intake services; comprehensive goals; stabilization unit staffing and detox models; residential and outpatient levels of care; how the (BHCC) expands services currently at the Diversion Center; Law Enforcement; Overdose and voluntary walk-in diversion and project costs.

Committee members asked questions of Mr. Morse pertaining to the (BHCC presentation, which he answered accordingly.

5. EXECUTIVE SESSION

- a) Pending or imminent court action

A motion was made by Mr. Sweeney, seconded by Mr. Casselberry, and approved by unanimous roll-call vote to move to Executive Session for the purposes of discussing pending or imminent court action and for no other purpose whatsoever. Executive Session was then called to order by Council President Miller at 3:49 p.m. The following Councilmembers were present: Schleper, Jones, Turner, Houser, Simon, Kelly, Sweeney, Casselberry, Gallagher and Miller.

The following additional attendees were present: Law Director Rick Manoloff; Assistant Law Director; Civil Division Chief David Lambert; Assistant Prosecuting Attorney Brendan Healey; Chief Prosecutor Michael O’Malley; Diane Russell; Prosecutor’s Office; Senior Counsel Gregory Huth; Chief Counsel Jerad Zibritosky; Aaron Reece; Sheriff’s Department; Sheriff Harold Pretel; Erik Janas, Chief of Staff, County Administration; Special Counsel Brendan Doyle, County Administration; Council Chief of Staff Joseph Nanni; Special Counsel Michael King; Legislative Budget Advisor Trevor McAleer and Research and Policy Analyst Laura Black,

At 4:37 p.m., Executive Session was adjourned without objection and Council President Miller then reconvened the meeting.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

With no further business to discuss, Council President Miller adjourned the meeting at 4:38 p.m., without objection.



CUYAHOGA COUNTY COUNCIL

REGULAR MEETING

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS,
4th FLOOR

MEETING MINUTES

TUESDAY, SEPTEMBER 9, 2025 — 5:00 P.M.

Council President Miller stated that the meeting will start shortly and asked that attendees please take a seat.

1. CALL TO ORDER

Council President Miller called the meeting to order at 5:00 p.m.

Council President Miller made a brief statement regarding Cuyahoga County Council procedures and decorum for Public Comment at Council Meetings.

2. ROLL CALL

Council President Miller asked Clerk Richardson to call the roll. Councilmembers Jones, Turner, Houser, Simon, Kelly, Sweeney, Casselberry, Gallagher, Schleper and Miller were in attendance, and a quorum was determined. Councilmember Yvonne Conwell was absent.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

Council President Miller asked for a silent moment of personal reflection.

5. PUBLIC COMMENT

The following individuals addressed Council regarding the following:

O2025-0004: An Ordinance amending Sections 1501.01 and 1501.02 of the Cuyahoga County Code and Section 3.02 of the Cuyahoga County Employee Handbook to prohibit discrimination on the basis of a person's hair texture or hair style commonly associated with a particular race or national origin in the areas of housing, employment, and places of public accommodation;

Ordinance No. **O2025-0003**: An Ordinance amending Sections 501.15, 505.03, and 1501.03(A); and enacting Section 1501.08 of the Cuyahoga County Code to prohibit the practice of conversion therapy on minors and vulnerable adults;

Cuyahoga County Sheriff's Downtown Safety Patrol vehicle pursuits; The County Jail; The Women's Homeless Shelter, and Property Taxes:

- a) Chinenye Nkemere
- b) Brandon West
- c) Ashley Hayden
- d) Tom Bullock
- e) Shalenah Williams
- f) Jeff Rizzo
- g) Elizabeth Katavich
- h) Shaher Ahmad
- i) Brenda Bickerstaff
- j) Byran Ware
- k) Kendra Weems
- l) Sabrina Howard
- m) Darrell Houston
- n) Loh
- o) LaDosha Wright
- p) Josiah Quarles
- q) Dale Snyder
- r) Samaria Rice
- s) Robert Demming
- t) Morgan Lewis
- u) Herbert Pittmon
- v) Stephanie Ash
- w) Dalisa Delk Cann
- x) Michelle Philippon
- y) Sarah Kolick
- z) Marcus Alexander
- aa) Jennifer Blakeney
- bb) James DeCredico

6. APPROVAL OF MINUTES

- a) August 5, 2025 Committee of the Whole/Work Session
- b) August 5, 2025 Committee of the Whole Meeting
- c) August 5, 2025 Regular Meeting

A motion was made by Ms. Turner, seconded by Mr. Kelly and approved by unanimous vote to approve the minutes from the August 5, 2025 Committee of the Whole/Work Session; August 5, 2025, Committee of the Whole and the August 5, 2025 Regular meetings.

A motion was made by Mr. Sweeney, seconded by Mr. Casselberry and approved by unanimous vote to excuse Councilmember Yvonne Conwell from today's meeting.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

There were no announcements from the Council President.

8. MESSAGES FROM THE COUNTY EXECUTIVE

County Executive Ronayne thanked the attendees who gave public comments this evening and exercised their right to free speech and for their advocacy, which is vitally important for the community issues that are brought forward. Mr. Ronayne expressed his appreciation to the community members that he has spoken to over the last several weeks regarding the high-speed pursuits that resulted in the loss of life; said it is important to honor and remember Tamya Westmoreland and Sharday Elder, who tragically lost their lives during recent high-speed pursuits; stated that immediately after the August 24th crash occurred, an investigation began by the County Sheriff's Office of the suspect and also an administrative review of the circumstances of the pursuit and crash; said that a criminal and administrative review are underway and will run concurrently; indicated that he has asked Sheriff Pretel for a full review of the department's pursuit policies and the personnel involved in this and other pursuits; said that we must ensure that our approach gives law enforcement the tools they need to address threats to our community while also ensuring bystanders remain safe; thanked all who voted today and expressed his appreciation to the Department of Public Works team who built out a space for the new Board of Elections Headquarters and hopes that it betters our democracy by engaging voters with a better space to vote and encouraged everyone to visit the new location at 1803 Superior Avenue; spoke about an essential meeting held at Cuyahoga Community College along with Cuyahoga Job and Family Services representatives to address issues facing our community regarding Medicaid assistance and SNAP benefits, which have been a pillar of support systems in our community, to help people with the basics of food and healthcare; and continued to say that the Federal and State government is cutting away the safety net that they have historically been a part of, and that we are now on our own and we will rebuild our safety net locally and appreciates those who attended the meeting and hopes to have additional community forums in all County districts; expressed his support of Ordinance Nos. O2025-0003 and O2025-0004 and asked that he be added as a sponsor to both pieces of legislation and thanked those in attendance who spoke on these matters during public comment.

9. LEGISLATION INTRODUCED BY COUNCIL

a) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2025-0260: A Resolution awarding a total sum, not to exceed \$10,000, to PetFix Northeast Ohio, Inc. for the purpose of opening a spay/neuter clinic in Garfield Heights from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Simon

Council President Miller referred Resolution No. R2025-0260 to the Education, Environment & Sustainability Committee.

- 2) R2025-0261: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Sweeney on behalf of Cuyahoga County Personnel Review Commission

Council President Miller referred Resolution No. R2025-0261 to the Human Resources, Appointments & Equity Committee.

b) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR THIRD READING ADOPTION

- 1) R2025-0232: A Resolution awarding a total sum, not to exceed \$25,000, to Community Housing Solutions for the Home Repair Program from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Simon

Committee Assignment and Vice Chair: Community Development & Housing – Jones

On a motion by Ms. Simon with a second by Mr. Casselberry, Resolution No. R2025-0232 was considered and adopted by unanimous vote.

c) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2025-0004: An Ordinance amending Sections 1501.01 and 1501.02 of the Cuyahoga County Code and Section 3.02 of the Cuyahoga County Employee Handbook to prohibit discrimination on the basis of a person's hair texture or hair style commonly associated with a particular race or national origin in the areas of housing, employment, and places of public accommodation.

Sponsors: Councilmembers Houser, Turner and Schleper

Council President Miller referred Ordinance No. O2025-0004 to the Human Resources, Appointments & Equity Committee. Councilmembers Simon, Miller, Jones and County Executive Ronayne requested to have their names added as co-sponsors to the legislation.

d) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR THIRD READING ADOPTION

- 1) O2025-0003: An Ordinance amending Sections 501.15, 505.03, and 1501.03(A); and enacting Section 1501.08 of the Cuyahoga County Code to prohibit the practice of conversion therapy on minors and vulnerable adults.

Sponsors: Councilmembers Schleper, Conwell, Houser, Casselberry, Sweeney, Turner and Simon

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

On a motion by Mr. Schleper with a second by Mr. Miller, Ordinance No. O2025-0003 was considered and adopted by unanimous vote. Council President Dale Miller and County Executive Chris Ronyane requested to have their names added as co-sponsors to the legislation.

10. LEGISLATION INTRODUCED BY EXECUTIVE

a) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D & 12A and to place on final passage Resolution Nos. R2025-0262 & R2025-0263.

- 1) R2025-0262: A Resolution amending the 2024/2025 Biennial Operating Budget for 2025 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, amending Resolution No. R2025-0206 dated 6/10/2025; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Fiscal Officer/Office of Budget and Management

Clerk Richardson read Resolution No. R2025-0262 into the record. Councilmember Turner introduced a proposed substitute to Resolution No. R2025-0262.

A motion was then made by Mr. Miller, seconded by Mr. Casselberry, and approved by unanimous vote to accept the proposed substitute.

On a motion by Ms. Turner with a second by Mr. Miller, Resolution No. R2025-0262 was considered and adopted by unanimous vote, as substituted.

- 2) R2025-0263: A Resolution accepting the revised rates as determined by the Budget Commission; authorizing the necessary tax levies and certifying them to the County Fiscal Officer; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Fiscal Officer/Office of Budget and Management

On a motion by Ms. Turner with a second by Mr. Miller, Resolution No. R2025-0263 was considered and adopted by unanimous vote.

b) **CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2025-0264: A Resolution confirming the County Executive's appointment of Michael J. Negray to serve on Cuyahoga County Corrections Planning Board for the term 1/2/2025 – 1/1/2028; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

Council President Miller referred Resolution No. R2025-0264 to the Human Resources, Appointments & Equity Committee.

- 2) R2025-0265: A Resolution confirming the County Executive's reappointment of Lauren Beene, MD to serve on the Cuyahoga County Women's Health Commission for the term 5/1/2025 – 4/30/2028; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

Council President Miller referred Resolution No. R2025-0265 to the Human Resources, Appointments & Equity Committee.

- 3) R2025-0266: A Resolution declaring that public convenience and welfare requires the rehabilitation of Fairmount Bridge No. 10.80 over the Chagrin River in the Village of Hunting Valley; total estimated project cost \$2,300,800.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

Council President Miller referred Resolution No. R2025-0266 to the Public Works, Procurement & Contracting Committee.

- 4) R2025-0267: A Resolution declaring that public convenience and welfare requires the rehabilitation of McCracken Road Bridge No. 01.36 over Mill Creek in the Cities of Garfield Heights and Maple Heights; total estimated project cost \$3,000,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into agreements of cooperation with said municipalities; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

Council President Miller referred Resolution No. R2025-0267 to the Public Works, Procurement & Contracting Committee.

- 5) R2025-0268: A Resolution authorizing an amendment to Contract No. 2359 (fka Contract Nos. 900 & CE1500299-01, 02, 03 and 06) with Halle Industrial Park, LLC for lease of space located at 1890 East 40th Street, Cleveland for the period 6/1/2015 - 8/31/2025, to extend the time period to 8/31/2030, to amend terms, and for additional funds in the amount not-to-exceed \$8,513,154.72; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

Council President Miller referred Resolution No. R2025-0268 to the Public Works, Procurement & Contracting Committee.

- 6) R2025-0269: A Resolution authorizing A Master Subgrant Agreement with various School Districts in the total amount not-to-exceed \$1,331,982.00 for the purchase and installation of solar arrays, effective upon signatures of all parties through 12/31/2025; authorizing the County Executive to execute the Master Subgrant agreement and all other documents consistent with said agreement and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Contract No. 5525 with Cleveland Municipal School District in the anticipated amount not-to-exceed \$443,994.00.
- b) Contract No. 5526 with East Cleveland School District in the anticipated amount not-to-exceed \$443,994.00.
- c) Contract No. 5527 with Maple Heights School District in the anticipated amount not-to-exceed \$443,994.00.

Sponsor: County Executive Ronayne/Department of Public Works/Division of Public Utilities

Council President Miller referred Resolution No. R2025-0269 to the Education, Environment & Sustainability Committee.

- 7) R2025-0270: A Resolution authorizing affordable housing loans to various organizations in the total amount not-to-exceed \$5,100,000.00 for the Affordable Housing Gap Financing Program which will assist in the creation of 557 new construction, affordable housing units and the retention of 147 units; authorizing the County Executive and/or Director of Housing and Community Development to execute all documents consistent with said loans and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Cleveland West Veterans Housing L.P in the amount not-to-exceed \$1,000,000.00 for the development of 62 units of multifamily and permanent supportive housing for homeless veterans, located at 3311 West 73rd Street in the City of Cleveland.
- b) Hough Senior Independent Living L.P. in the amount not-to-exceed \$500,000.00 for the development of 55 units of permanent supportive housing for seniors, located at 8910 Hough Avenue in the City of Cleveland.
- c) Cleveland Heights Senior Housing Limited Partnership in the amount not-to-exceed \$600,000.00 for the development of 71 senior housing units, located at 2728 Lancashire Road in the City of Cleveland Heights.
- d) Depot on Detroit L.P. in the amount not-to-exceed \$500,000.00 for the development of 60 multifamily housing units, located at 10300 Detroit Avenue in the City of Cleveland.
- e) Gateway 66 Limited Partnership in the amount not-to-exceed \$500,000.00 for the development of 80 multifamily housing units, located at 1521 E. 66th Street in the City of Cleveland.
- f) Fairfax Innovation Square 2, L.P in the amount not-to-exceed \$500,000.00 for the development of 67 multifamily housing units, located at 2287 East 103rd Street in the City of Cleveland.
- g) Kirby Manor Senior Housing Limited Partnership in the amount not-to-exceed \$500,000.00 for rehabilitation of 147 units of senior housing, located at 11500 Detroit Avenue in the City of Cleveland.
- h) Midtown Lofts LLC in the amount not-to-exceed \$500,000.00 for development of 120 units of multifamily housing, located at 3300 Payne Avenue in the City of Cleveland.
- i) Walton Senior LLC in the amount not-to-exceed \$500,000.00 for development of 52 units of senior housing, located at 3577 Walton Avenue in the City of Cleveland.

Sponsor: County Executive Ronayne/Department of Housing and Community Development

Council President Miller referred Resolution No. R2025-0270 to the Community Development & Housing Committee.

- 8) R2025-0271: A Resolution authorizing an amendment to Contract No. 5003 (fka Contract No. 4223) with Catholic Charities Corporation for success coaching services for eligible Ohio Works First applicants and management of the incentive payment system in connection with the Benefit Bridge Pilot Program for the period

3/1/2024 – 6/30/2025 to extend the time period to 6/30/2026, to amend terms, and for additional funds in the amount not-to-exceed \$1,996,754.24, effective 3/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services

Council President Miller referred Resolution No. R2025-0271 to the Health, Human Services & Aging Committee.

- 9) R2025-0272: A Resolution authorizing an amendment to a Master Contract with various providers for emergency assistance services for the period 9/1/2024 – 8/31/2025 to extend the time period to 8/31/2026 and for additional funds in the total amount not-to-exceed \$1,575,000.00, effective 9/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
- a) Contract No. 4620 with A-Z Furniture Co., Inc. in the anticipated amount not-to-exceed \$315,000.00.
 - b) Contract No. 4617 with Burlington Stores in the anticipated amount not-to-exceed \$500,000.00.
 - c) Contract No. 4622 with Dave's Supermarket, Inc. in the anticipated amount not-to-exceed \$125,000.00.
 - d) Contract No. 4621 with Penney OpCo LLC, dba JCPenney in the anticipated amount not-to-exceed \$250,000.00.
 - e) Contract No. 4619 with West 25th Furnishings and Appliances, Inc. in the anticipated amount not-to-exceed \$385,000.00.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Children & Family Services

Council President Miller referred Resolution No. R2025-0272 to the Health, Human Services & Aging Committee.

11. MISCELLANEOUS COMMITTEE REPORTS

Mr. Kelly reported that Economic Development & Planning Committee will not meet next week.

Mr. Sweeney reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, September 16 at 10:00 a.m.

Mr. Gallagher reported that the Public Safety & Justice Affairs Committee will meet on Tuesday, September 16 at 1:00 p.m.

Mr. Schleper reported that the Council Operations, Information Technology & Public Transportation Committee will not meet next week.

Mr. Jones reported that the Public Works, Procurement & Contracting Committee will meet on Wednesday, September 17 at 10:00 a.m.

Ms. Turner reported that the Finance & Budgeting Committee will not meet next week but stated that she has been meeting with the Council President and Vice President to go over the budget and looks forward to meeting with her other colleagues in the upcoming weeks.

Mr. Houser reported that the Community Development & Housing Committee will meet on Monday, September 15 at 10:00 a.m.

Ms. Simon reported that the Education, Environment & Sustainability Committee will meet on Wednesday, September 17 at 3:00 p.m.

Clerk Richardson reported that the Clerk Staff will check with Ms. Conwell to confirm if the Health, Human Services & Aging Committee will meet on Tuesday, September 17 at 1:00 p.m.

12. MISCELLANEOUS BUSINESS

County Executive Ronayne introduced Myesha Watkins, the new Administrator of the Cuyahoga County Office of Violence Prevention; and acknowledged the new Director of the Office of Homeless Services, LeVine Ross who just started in her new role this week; and Council President Miller added that Ms. Watkins' work in the area of violence prevention in this community is legendary and that we are honored and privileged to have her working at the County.

Councilmember Houser acknowledged the comments made regarding the Crown Act and added that as the Councilmember who introduced the Crown Act and helped to lead the Office of Violence Prevention, he wants to assure the residents that we must address both gun safety and safety, as well as protecting discrimination rights, as both are important.

Councilmember Gallagher announced the high football game with the St. Edward's Eagles against the Glenville Tarblooders on Friday night at 7:00 p.m.

13. ADJOURNMENT

With no further business to discuss, Council President Miller adjourned the meeting at 6:29 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0273

| | |
|--|---|
| Sponsored by: Councilmember Sweeney | A Resolution awarding a total sum, not to exceed \$10,000, to the Mejor Via Foundation for the purchase and renovation of 3212 Fulton Road from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. |
|--|---|

WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 3 ARPA Community Grant Fund in the amount of \$10,000 to the Mejor Via Foundation for the purchase and renovation of 3212 Fulton Road; and

WHEREAS, the Mejor Via Foundation estimates approximately 11,000 people will be served annually through this award; and

WHEREAS, the Mejor Via Foundation estimates approximately 2 permanent and temporary jobs will be created or retained through this project; and

WHEREAS, the Mejor Via Foundation estimates the total cost of the project is \$250,000; and

WHEREAS, the Mejor Via Foundation indicates the other funding source(s) for this project includes:

- A. \$100,000 from Private Donors

- B. \$75,000 from Meior Via Foundation;
- C. \$75,000 from additional fundraising campaign; and

WHEREAS, the Meior Via Foundation is estimating the start date of the project will be September 2025 with an unknown end date; and

WHEREAS, the Meior Via Foundation requested \$10,000 from the District 3 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$10,000 to the Meior Via Foundation to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$10,000 to the Meior Via Foundation from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the purchase and renovation of 3212 Fulton Road.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 7. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public

peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 8. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0274

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|--|---|
| Sponsored by: Councilmember Jones | A Resolution authorizing an amendment to Resolution No. R2024-0396 in an amount not to exceed \$250,000, to the Murtis Taylor Human Services System for the relocation of the Students of Promise/Prentiss Place Transitional Living Project from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. |
|--|---|

WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, pursuant to Resolution No. R2024-0396, the Cuyahoga County Council awarded a total sum, not to exceed \$250,000, to the Murtis Taylor Human Services System for the Students of Promise Leadership Academy from the District 8 ARPA Community Grant Fund; and

WHEREAS, the award made pursuant to Resolution No. R2024-0396 was for the renovation of dormitories and living quarters located at Imani Temple Ministries at 2463 N. Taylor, Cleveland Heights, Ohio 44118; and

WHEREAS, the Murtis Taylor Human Services System determined to relocate the project to 2435 N. Taylor, Cleveland Heights, Ohio 44118; and

WHEREAS, the Murtis Taylor Human Services System estimates the total cost of the project remains \$591,000; and

WHEREAS, the Murtis Taylor Human Services System is estimating the start date of the project will be January 2025 and the project will be completed by December 2026; and

WHEREAS, the Murtis Taylor Human Services System requested \$250,000 from the District 8 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to amend its award in the amount not to exceed \$250,000 to the Murtis Taylor Human Services System to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to the award in an amount a not-to-exceed amount of \$250,000 to the Murtis Taylor Human Services System from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Students of Promise/Prentiss Place Transitional Living Project, now located at 2435 N. Taylor, Cleveland Heights, Ohio 44118.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 7. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 8. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0275

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| Sponsored by: Councilmember Simon | A Resolution awarding a total sum, not to exceed \$5,000, to the Friends of the Henn Mansion, Inc. for the repair of the Henn Mansion Chimney's project from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. |
|--|---|

WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act ("ARPA"); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County's General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the "ARPA Community Grant Fund"); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 11 ARPA Community Grant Fund in the amount of \$5,000 to the Friends of the Henn Mansion, Inc. for the purpose of the repair of the Henn Mansion Chimney's project; and

WHEREAS, the Friends of the Henn Mansion, Inc. estimates approximately several thousand people will be served annually through this award; and

WHEREAS, the Friends of the Henn Mansion, Inc. estimates the total cost of the project is \$16,800; and

WHEREAS, the Friends of the Henn Mansion, Inc. indicates the other funding source(s) for this project includes:

- A. \$5,000 from Daugherty Construction
- B. \$2,500 from K&D Management
- C. \$2,5000 from Hose Master

D. \$1,000 from Henn Board President; and

WHEREAS, the Friends of the Henn Mansion, Inc. is estimating the start date of the project will be October 15, 2025, and the project will be completed by October 30, 2025; and

WHEREAS, the Friends of the Henn Mansion, Inc. requested \$5,000 from the District 11 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$5,000 to the Friends of the Henn Mansion, Inc. to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$5,000 to the Friends of the Henn Mansion, Inc. from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the purpose of the repair of the Henn Mansion Chimney's project.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 7. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 8. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0260

| | |
|---|---|
| Sponsored by: Councilmember Simon | A Resolution awarding a total sum, not to exceed \$10,000, to PetFix Northeast Ohio, Inc. for the purpose of opening a spay/neuter clinic in Garfield Heights from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. |
| Co-sponsored by: Councilmembers Jones, Schleper and Miller | |

WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 11 ARPA Community Grant Fund in the amount of \$10,000 to PetFix Northeast Ohio, Inc. for the purpose of opening a spay/neuter clinic in Garfield Heights; and

WHEREAS, PetFix Northeast Ohio, Inc. estimates approximately 10,000 people will be served annually through this award; and

WHEREAS, PetFix Northeast Ohio, Inc. estimates approximately 12 permanent and temporary jobs will be created or retained through this project; and

WHEREAS, PetFix Northeast Ohio, Inc. estimates the total cost of the project is \$750,000; and

WHEREAS, PetFix Northeast Ohio, Inc. indicates the other funding source(s) for this project includes funding from individual donations and foundation grants; and

WHEREAS, PetFix Northeast Ohio, Inc. is estimating the start date of the project will be August 2025 and the project will be completed by January 2026; and

WHEREAS, PetFix Northeast Ohio, Inc. requested \$10,000 from the District 11 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$10,000 to PetFix Northeast Ohio, Inc. to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$10,000 to PetFix Northeast Ohio, Inc. from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the purpose of opening a spay/neuter clinic in Garfield Heights.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 7. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 8. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025

Committee(s) Assigned: Education, Environment & Sustainability

Additional Sponsorship Requested in Committee: September 17, 2025

Journal _____
_____, 20__



Cuyahoga County Council

2079 East 9th Street, 8th Floor • Cleveland Ohio 44115
(216) 698-2010

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

| APPLICANT INFORMATION: | |
|--|---|
| Name of Requesting Entity (City, Business, Non-Profit, etc.): PetFix Northeast Ohio, Inc. (Non-Profit) | |
| Address of Requesting Entity: 885 E. 222 nd Street, Euclid, OH 44123 | |
| County Council District # of Requesting Entity: District 11 | |
| Address or Location of Project if Different than Requesting Entity: | |
| County Council District # of Address or Location of Project if Different than Requesting Entity: | |
| Contact Name of Person Filling out This Request: Christie Lucco, Executive Director | |
| Contact Address if different than Requesting Entity: | |
| Email: director@petfixnortheastohio.org | Phone: (216) 732-7040 (office) or (216) 544-7520 (mobile) |
| Federal IRS Tax Exempt No.: 20-2205609 | Date: July 15, 2025 |

PROJECT DESCRIPTION

REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):

Spay it Forward: Fixing the Problem, Building a Solution A Campaign to Open a Second PetFix Northeast Ohio Clinic

PetFix Northeast Ohio plans to open a second spay/neuter clinic in Garfield Heights by the end of 2025/early 2026. The nonprofit organization, dedicated to reducing pet homelessness and euthanasia through high-quality, affordable spay/neuter services, is expanding in response to overwhelming demand and a critical need for accessible services in underserved communities.

Since its founding in 2006, PetFix has grown from a mobile clinic to a full-service brick-and-mortar facility in Euclid. With two full-time surgeons, the clinic currently performs more than 11,000 spay/neuter surgeries annually. Despite this success, the demand for affordable services continues to exceed capacity. Surgery appointments are booked months in advance, with new openings filling in less than 48 hours.

The new clinic will be located on Broadway Avenue in Garfield Heights, strategically situated to serve Cleveland's southeast neighborhoods and surrounding inner-ring suburbs - areas identified as significantly underserved by current veterinary resources. Once operational, the clinic will double PetFix's annual surgery capacity to more than 20,000 procedures. We believe this bold initiative will create a solution that saves lives, empowers pet owners, and strengthens our community.

In addition to reducing wait times and accidental litters, the new clinic will enhance PetFix's transport program, which brings animals from shelters, rural communities and low-income urban areas to the clinic. PetFix will also continue to collaborate with animal welfare agencies and social service organizations to ensure low-income pet owners and caregivers are aware of -- and can access -- life-saving services.

PetFix is seeking funding to help with interior renovations to make the building fit for purpose.

Project Start Date:
August 2025

Project End Date:
January 2026

| |
|--|
| IMPACT OF PROJECT: |
| Who will be served: PetFix Northeast Ohio is a non-profit organization that provides high quality, affordable spay and neuter surgeries to end pet homelessness and the need for unnecessary euthanasia. PetFix has performed more than 130,000 surgeries since the clinic launched its services in 2006 for pet owners, rescues and shelters offering animals for adoption, and those caring for free-roaming cats. |
| How many people will be served annually: The PetFix medical staff performed 10,298 surgeries in 2022, 10,900 surgeries in 2023 and 11,255 surgeries in 2024 to help pet owners care for their cats and dogs. With the addition of a second clinic, we hope to double our annual capacity. |
| Will low/moderate income people be served; if so how: PetFix was founded – and continues to exist – to serve low/moderate income people. The affordable PetFix fees are designed to make it possible for everyone to be a responsible pet owner. PetFix’s prices for spay/neuter surgery range from \$25-\$125. We also raise additional funds to subsidize fees for owners who receive government assistance (making it even more affordable for them). |
| How does the project fit with the community and with other ongoing projects: The need is great. Cleveland and the inner ring suburbs include many pet owners who have limited resources and limited access to affordable veterinary services. PetFix works closely with animal welfare organizations in the area to help pet owners access services. Some of these organizations include pet food pantries and pet resource centers serving low-income families. |
| If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary: With the opening of our second clinic in Garfield Heights, we anticipate adding 12 new permanent jobs. |
| If applicable, what environmental issues or benefits will there be: |
| If applicable, how does this project serve as a catalyst for future initiatives: Model for Regional Expansion Opening a second clinic demonstrates that scalable, low-cost, high-impact solutions <i>work</i> —even in resource-limited communities. This project creates a proven blueprint for replicating PetFix’s model in other underserved areas, positioning our organization as a regional leader in population control and preventative pet care. Stronger Collaboration Infrastructure This new facility will deepen PetFix’s ability to support local shelters, rescues, and social service organizations. By relieving pressure on these partners, PetFix will become a central hub for coordinated animal welfare efforts—enabling more integrated approaches to homelessness, access to care, and public education. Expanded Community Outreach & Equity in Access With more capacity and staff, PetFix can dramatically grow its transport program and community partnerships—reaching pet owners in urban, low-income, and transportation-limited areas. This reinforces the organization’s social justice mission by closing gaps in access to essential care. |

| |
|---|
| FINANCIAL INFORMATION: |
| Total Budget of Project: \$750,000 |
| Other Funding Sources of Project (list each source and dollar amount separately): The remaining funds will come from individual donations and foundation grants. We have already raised 83% of our \$750,000 goal. |
| Total amount requested of County Council American Resource Act Dollars: \$10,000 |
| Since these are one-time dollars, how will the Project be sustained moving forward: These one-time dollars will help with renovation costs. Once the clinic is ready to open, we do not anticipate any major additional capital expenses in the near term. In 2024, surgery fees covered 70% of operational costs. We raise the remaining funds annually through donations and grants. |

DISCLAIMER INFORMATION AND SIGNATURE:

Disclaimer:

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

Printed Name: Christie A. Lucco

Signature:



Date: July 15, 2025

Additional Documents

Are there additional documents or files as part of this application? Please list each documents name:

“Spay it Forward” Capital Campaign Brochure

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0261

| | |
|---|---|
| Sponsored by: Councilmember Sweeney on behalf of Cuyahoga County Personnel Review Commission | A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan and declaring the necessity that this Resolution become immediately effective. |
|---|---|

WHEREAS, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Personnel Review Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and

WHEREAS, the Personnel Review Commission submitted several proposed changes to the Cuyahoga County Non-Bargaining Classification Plan; and

WHEREAS, the Personnel Review Commission considered this matter and has undergone significant review, evaluation and modification of such submitted changes to the Cuyahoga County Non-Bargaining Classification Plan; and

WHEREAS, on August 6, 2025, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through K) and recommended to County Council the formal adoption and implementation of the attached changes; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby adopts the following changes to the Cuyahoga County Non-Bargaining Classification Plan:

Modifications of the following Classifications: (See attached Classification Specifications)

Proposed Revised Classifications:

Exhibit A: Class Title: *Administrator Development*
 Class Number: 21042
 Pay Grade: 17A/Exempt (No change)

*Changes requested by the department of Housing and Community Development. The Department was changed to reflect the change from the Department of Development to the Department of Housing and Community Development.

Exhibit B: Class Title: *Administrator, Web and Applications Development*
Class Number: 16232

Pay Grade: 20B/Exempt

*PRC routine maintenance. Classification last revised in 2014. Updates were made to the essential functions and language and formatting. A minimum qualifications equivalency table was added. Pay grade increased from 19B to 20B.

Exhibit C: Class Title: *Building Rehabilitation Specialist*
Class Number: 19011

Pay Grade: 7A/Non-Exempt (No change)

*Changes requested by the department of Housing and Community Development. The Department was changed to reflect the change from the Department of Development to the Department of Housing and Community Development.

Exhibit D: Class Title: *Development Housing Specialist*
Class Number: 21021

Pay Grade: 8A/Exempt (No change)

*Changes requested by the department of Housing and Community Development. The Department was changed to reflect the change from the Department of Development to the Department of Housing and Community Development.

Exhibit E: Class Title: *HMIS Administrator*
Class Number: 16031

Pay Grade: 11A/Exempt (No change)

*PRC routine maintenance. Classification last revised in 2021. Changes to essential functions, language and formatting. A minimum qualifications equivalency table and technology section were added. No change to pay grade or FLSA status.

Exhibit F: Class Title: *Manager, Technical Services*
Class Number: 16272

Pay Grade: 18B/Exempt

*PRC routine maintenance. Classification last revised in 2012. Updates were made to the distinguishing characteristics, essential function and language and formatting. A minimum qualifications equivalency table was added. Pay grade increased from 17B to 18B.

Exhibit G: Class Title: *Senior Development Housing Specialist*
Class Number: 21022

Pay Grade: 12A/Exempt (No change)

*Changes requested by the department of Housing and Community Development. The Department was changed to reflect the change from the Department of Development to the Department of Housing and Community Development.

Exhibit H: Class Title: *Supervisor, Building Rehabilitation Specialist*

Class Number: 19012

Pay Grade: 10A/Exempt (No change)

*Changes requested by the department of Housing and Community Development. The Department was changed to reflect the change from the Department of Development to the Department of Housing and Community Development.

Exhibit I: Class Title: *Web Designer 2*

Class Number: 16192

Pay Grade: 11B/Exempt (No change)

*PRC routine maintenance. Classification last revised in 2021. Changes were made to distinguishing characteristics, essential job functions, and language and formatting. A minimum qualifications equivalency table was added. No change to pay grade or FLSA status.

Proposed Deleted Classifications:

Exhibit J: Class Title: *Computer Operator 1*

Class Number: 16051

Pay Grade: 4B/Non-Exempt

* The one employee was laid off and the position is vacant. The tasks performed by this position are no longer needed by the IT department.

Exhibit K: Class Title: *Loan Portfolio Analyst*

Class Number: 21001

Pay Grade: 13A/Exempt

* This position is vacant and no longer being utilized by the department. The tasks of the position are being performed by an Economic and Community Development Program Specialist.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga

County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____
_____, 20____



F. Allen Boseman, Chairman
Thomas Colaluca, Commissioner
Deborah Southerington, Commissioner

**CUYAHOGA COUNTY
PERSONNEL REVIEW COMMISSION
MEMORANDUM**

Date: August 7, 2025

To: Cuyahoga County Council President Dale Miller
Council Members, Human Resources, Appointments & Equity
Committee

From: F. Allen Boseman, Chairman
Cuyahoga County Personnel Review Commission

Re: Recommending Modifications to Class Plan

Please be advised that on August 6, 2025, the Personnel Review Commission considered and approved recommending modifications to the County's classification plan. In accordance with PRC Rule 4.06, these proposed changes were posted on the PRC's website before any formal action was taken on them. Details of the recommended changes are below:

| PROPOSED REVISED CLASSIFICATIONS | | | |
|--|-----------------------------|---------------------------------|------------------------------|
| REVISED CLASSIFICATIONS (Revised Title) | CURRENT PAY GRADE & FLSA | RECOMMENDED PAY GRADE & FLSA | DEPARTMENT |
| Administrator, Development 21042 | 17A Exempt | 17A Exempt (No Change) | Development |
| Administrator, Web and Applications Development 16232 | 19B Exempt | 20B Exempt | Information Technology |
| Building Rehabilitation Specialist 19011 | 7A Non-Exempt | 7A Non-Exempt (No Change) | Development |
| Development Housing Specialist 21021 | 8A Exempt | 8A Exempt (No Change) | Development |
| HMIS Administrator 16031 | 11A Exempt | 11A Exempt (No Change) | Health and Human Services |



F. Allen Boseman, Chairman
 Thomas Colaluca, Commissioner
 Deborah Southerington, Commissioner

| | | | |
|---|------------|---------------------------|---------------------------|
| Manager, Technical Services 16272 | 17B Exempt | 18B Exempt | Information Technology |
| Senior Development Housing Specialist 21022 | 12A Exempt | 12A Exempt (No Change) | Development |
| Supervisor, Building Rehabilitation Specialist 19012 | 10A Exempt | 10A Exempt (No Change) | Development |
| Web Designer 2 16192 | 11B Exempt | 11B Exempt (No Change) | Information Technology |

| PROPOSED DELETED CLASSIFICATIONS | | |
|----------------------------------|---------------------------|------------------------|
| DELETED CLASSIFICATION | PAY GRADE and FLSA STATUS | DEPARTMENT |
| Computer Operator 1 16051 | 4B Non-Exempt | Information Technology |
| Loan Portfolio Analyst 21001 | 13A Exempt | Development |

cc: Thomas Colaluca, Commissioner
 Deborah Southerington, Commissioner
 Rebecca Kopcienski, PRC Director
 Andria Richardson, Clerk of Council

Joseph Nanni, Council Chief of Staff
 Sarah Nemastil, HR Director

Posted: 7/31/2025
Meeting: 8/6/2025

| <u>Job Title</u> REVISED | <u>Classification Number</u> | <u>Current Pay Grade & FLSA</u> | <u>RECOMMENDED PAY GRADE & FLSA</u> | <u>Department</u> | <u>Rationale</u> |
|---|------------------------------|-------------------------------------|---|---------------------------|--|
| Administrator, Development | 21042 | 17A Exempt | 17A Exempt (No Change) | Development | Changes requested by the department of Housing and Community Development. The Department was changed to reflect the change from the Department of Development to the Department of Housing and Community Development |
| Administrator, Web and Applications Development | 16232 | 19B Exempt | 20B Exempt | Information Technology | PRC routine maintenance. Classification last revised in 2014. Updates were made to the essential functions and language and formatting. A minimum qualifications equivalency table was added. Pay Grade increased from 19B to 20B. |
| Building Rehabilitation Specialist | 19011 | 7A Non-Exempt | 7A Non-Exempt (No Change) | Development | Changes requested by the department of Housing and Community Development. The Department was changed to reflect the change from the Department of Development to the Department of Housing and Community Development |
| Development Housing Specialist | 21021 | 8A Exempt | 8A Exempt (No Change) | Development | Changes requested by the department of Housing and Community Development. The Department was changed to reflect the change from the Department of Development to the Department of Housing and Community Development |
| HMIS Administrator | 16031 | 11A Exempt | 11A Exempt (No Change) | Health and Human Services | PRC routine maintenance. Classification last revised in 2021. Changes to essential functions, language, and formatting. A minimum qualifications equivalency table and technology section were added. No change to pay grade or FLSA status |
| Manager, Technical Services | 16272 | 17B Exempt | 18B Exempt | Information Technology | PRC routine maintenance. Classification last revised in 2012. Updates were made to the distinguishing characteristics, essential functions and language and formatting. A minimum qualifications equivalency table was added. Pay Grade increased from 17B to 18B. |
| Senior Development Housing Specialist | 21022 | 12A Exempt | 12A Exempt (No Change) | Development | Changes requested by the department of Housing and Community Development. The Department was changed to reflect the change from the Department of Development to the Department of Housing and Community Development |
| Supervisor, Building Rehabilitation Specialist | 19012 | 10A Exempt | 10A Exempt (No Change) | Development | Changes requested by the department of Housing and Community Development. The Department was changed to reflect the change from the Department of Development to the Department of Housing and Community Development |

| | | | | | |
|---------------------------------|--------------------------------------|------------|---------------------------|--|---|
| Web Designer 2 | 16192 | 11B Exempt | 11B Exempt (No Change) | Information Technology | PRC routine maintenance. Classification last revised in 2021. Changes were made to distinguishing characteristics, essential job functions, and language and formatting. A minimum qualifications equivalency table was added. No change to pay grade or FLSA status. |
| <u>DELETED CLASSIFICATION</u> | <u>PAY GRADE and FLSA STATUS</u> | | <u>DEPARTMENT</u> | <u>Rationale</u> | |
| Computer Operator 1 16051 | 4B Non-Exempt | | Information Technology | The one employee was laid off and the position is vacant. The tasks performed by this position are no longer needed by the IT department. | |
| Loan Portfolio Analyst 21001 | 13A Exempt | | Development | This position is vacant and no longer being utilized by the department. The tasks of the position are being performed by an Economic and Community Development Program Specialist. | |

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|-----------------------------------|----------------------|-------|
| Class Title: | Administrator, Development | Class Number: | 21042 |
| FLSA: | Exempt | Pay Grade: | 17A |
| Dept: | Housing and Community Development | EXHIBIT A | |

Classification Function

The purpose of this classification is to plan, organize, manage, and administer a departmental division exclusive to economic development, community development, or regulation and compliance.

Distinguishing Characteristics

This is a senior management classification with responsibility for planning, directing, and managing a division of the Development Department. This classification supervises Development Housing Specialists, Economic and Community Development Program Specialists, Inspection and Permits Supervisor, and other assigned staff. The incumbent works under administrative direction from the Department of Development's Deputy Director, and work requires the analysis and solution of operational, technical, administrative, and management problems related to economic development, community development, or compliance and regulation. Employees in this classification direct a major component of operations and have the responsibility of participating in the establishment and implementation of their assigned division's objectives, policies, budgets, and operations. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

50% +/- 10%

- Manages, oversees, and directs activities related to loan or grant financing for economic development purposes and projects; administers housing and economic development financing programs; oversees the initial intake and preliminary assessment of potential economic development projects; oversees processing of qualifying economic development and brownfield projects and proposals; makes recommendations on projects and programs for funding; coordinates with the County Law Department and outside legal counsel regarding loan terms and contract requirements; guides borrowers and grantees throughout the on-going loan application, pro-forma financials, business operating financials, contract requirements, and underwriting processes; issues official loan terms and schedule of approval activities to borrower; oversees processing of all reimbursement and disbursement requests for approved economic development and brownfield borrowers or grantees; monitors economic development loans and grants activity dashboard updates; manages ongoing Loan Portfolio issues and action requirements; manages and oversees activities related to deal structuring, negotiations, and loan closing; updates the DOD's Economic Development Loan Policies Manual annually and oversees training and implementation of new policies and procedures.

20% +/- 10%

- Manages and administers a departmental division exclusive to economic development, community development, or regulation and compliance; manages projects and programs including research, reporting, and design and development; assists with forming, negotiating, and maintaining all partnership contracts and operational terms with various ongoing economic development partner entities and programs; establishes, updates, and monitors execution of the department's strategies to support major functions; forecasts resource requirements and monitors usage and compliance of

various funding streams; executes administrative and procurement processes to secure resources needed for strategy and resource work; develops and updates program purposes, policies, specifications, schedules, budgets, and metrics; analyzes and evaluates existing operations' systems, policies, and procedures; updates the Director and Executive on all upcoming projects, estimated pipeline activity and fund capital resources; communicates and coordinates with Director and County leadership on the development of division goals, direction, activities, policies, and advocacy; monitors programs' regulatory compliance and advises Director and department management on key compliance issues; directs and supervises data collection and reporting for department performance measures; oversees research and reporting of key business intelligence information supporting department's functions; makes recommendations to Director and Executive on revision or creation of programs.

15% +/- 5%

- Manages communication and coordination for Department of Development with various internal and external stakeholders, committees, and organizations; provides technical assistance and support to boards, commissions, and businesses regarding community and economic development issues; manages communication and coordination with County Council/Committees regarding pertinent legislation; manages communication and coordination with Cuyahoga County Community Improvement Corporation Board regarding loan reviews and write-up packages, Review meetings, agendas, and inquiries; attends meetings, Council sessions, and seminars to make presentations regarding community and economic development programs, policy and planning, and department initiatives.

10% +/- 5%

- Supervises and directs the work of Development Housing Specialists, Economic and Community Development Program Specialists, Inspection and Permits Supervisor, and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

5% +/- 2%

- Performs supporting administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; prepares grant proposals and applications; provides input on various reports for local, state and federal program requirements; oversees the department's legislative activities; maintains working knowledge of local, state, and federal regulations; oversees input, follow-up, and coordination of MyPRO agenda system items; directs staff on OnBase and ERP requests.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in business administration, public administration, urban planning, finance, or a related field with six (6) years of experience with community/housing development, economic development, or related field; or any equivalent combination of training and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Effective Date: 04.10.2012
Last Modified: 07.27.2021

Physical Requirements

- Ability to operate a variety of automated office machines including a computer, calculator, and multifunction printer.

Technology Requirements

- Ability to operate a variety of software and databases including electronic mail software (Microsoft Outlook), word processing software (Microsoft Word and Publisher), spreadsheet software (Microsoft Excel), database management software (Access), and housing/economic development software (Portfol, OneRoof), and PDF software (Adobe, Nitro).

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluating, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtracts, multiply, divide, calculate decimals and percentages, and perform routine and advanced statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including agenda items, contracts, budgets, funding requests, payment requests, monitoring reports, tax statements, loan applications and supplemental information, financial statements, financial projections, credit reports, appraisals and studies, architectural and engineering drawings/plans, loan write-up packages, invoices, time sheets, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Cuyahoga County Code and Legislative Resolutions, Department of Development policies and procedures, the Employee Handbook, various State and Federal Regulations and Guidelines, HUD regulations, USEPA regulations, CDBG regulations, the Ohio Revised Code, US IRS regulations related to Private Activity Bonds, and the Federal Register.
- Ability to prepare RFPs, award recommendations, budgets, loan analysis, annual loan summary, loan portfolio reports, strategic plans, loan activity dashboards/charts, agenda items, legislation, lending and grant summary charts, invoices, correspondence, project descriptions, program rules and

policies, program reports, mandated federal funding reports, and other related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

- Ability to manage, supervise, and counsel employees, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret related legal, accounting, related engineering (architecture and design), and financial analysis terminology and language.
- Ability to communicate with staff, Director, elected officials, legal counsel, municipal employees, County boards and commissions, housing developers, members of external businesses and organizations, consultants, contractors, other County employees, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|---|----------------------|-------|
| Class Title: | Administrator, Web and Applications Development | Class Number: | 16232 |
| FLSA: | Exempt | Pay Grade: | 20B |
| Dept: | Information Technology | EXHIBIT B | |

Classification Function

The purpose of the classification is to plan, direct, supervise, coordinate and manage the activities, operations, procedures, and goals of teams responsible for web and applications development within Cuyahoga County's Department of Information Technology.

Distinguishing Characteristics

This is a second-level management classification, responsible for evaluating, developing, and maintaining standards and best practices for system design and development. Under the general direction of the Chief Information Officer, the incumbent is responsible for evaluating effectiveness of information systems and developing short and long-term goals and overall vision. The employee is expected to exercise discretion in applying policies and procedures to resolve organizational and service delivery problems and to ensure that assigned projects and activities are completed in a timely and efficient manner. This class is responsible for direct and general supervision over management, professional, and line staff.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 20% +/- 10%

Researches, develops and implements policies, procedures and best practices for application/software development and business process integration; develops vision and short term and long-term goals from a technical and business process perspective; evaluates effectiveness of software systems currently being used; researches current trends and technologies on the web and various trade publications; assesses usability and effectiveness of systems being developed; ensures alignment of application development and software solution strategies with overall IT Department business objectives; applies policies and procedures to resolve organizational and service delivery opportunities.
- 20% +/- 10%

Coordinates and oversees Request for Proposal (RFP) process for assigned IT contracts; identifies needs and develops scope; assists with writing RFPs; assists with pre-bid conferences and vendor questions; manages the proposal review process and vendor selection; negotiates final contracts; prepares and processes contracts, agreements, and related documentation by entering all pertinent vendor and contract information into appropriate database system(s); monitors vendor compliance; maintains required documentation and records on vendors.
- 15% +/- 5%

Designs and directs project plans, project tasks lists, and action plans for individual systems being designed, developed, or enhanced; defines and documents the requirements for new systems; proposes design options and project cost estimates; ensures that systems align with agency business strategy and are user friendly; ensures that testing is completed on time and within budget; ensures effective system maintenance plans are in place; monitors performance and maintenance of

developed systems to maintain usability, security standards, and alignment with design best practices.

15% +/- 5%

- Supervises and directs the work of Developers, Web Designers, User Experience Designers, the Manager, Technical Services, , and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

15% +/- 5%

- Analyzes clients' requirements and their agency's mission; meets with clients to understand business requirements; explains technical methods, procedures, and protocols; ; facilitates staff collaboration and design sessions; ensures the client agency is being effectively served; prepares routine status reports, cost estimates, and statements of work; develops and reviews contracts; monitors technology trends to determine when it is best to adopt or retire applications.

10% +/- 5%

- Provides input into department budget decisions and financial oversight of budget funds; develops and manages operating, capital, and personnel budget forecasts; coordinates with the CIO and Fiscal on budget issues and procurement needs; reviews and approves change requests and new technology purchases.

5% +/- 2%

- Performs supporting administrative responsibilities; collaborates with internal departments and cross-functional teams, external stakeholders, NGO's, and professional services firms; serves on Change Advisory Board (CAB) and Technical advisory Commission (TAC), attends and participates in professional group meetings, conferences, seminars, and trainings.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in computer science or business administration with nine (9) years of previous related experience including planning, supervision, budgeting, contract negotiation, and computer proficiency; **or any equivalent combination of training and experience as defined below:**

| Highest degree of education attained | Experience required |
|--------------------------------------|---------------------|
| High school diploma/GED | 13 years |
| Unrelated associate degree | 12 years |
| Related associate degree | 11 years |
| Unrelated bachelor's degree | 10 years |
| Related bachelor's degree | 9 years |
| Unrelated master's/doctoral degree | 8 years |
| Related master's/doctoral degree | 7 years |

Related fields: information technology, business, math.

Related experience: strategic planning and stakeholder management within Information Technology.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Technology Requirements

- Ability to operate a variety of software and database systems including application Integrated Development Environments (Visual Studio, Visual Studio Code, Eclipse), spreadsheet software (Microsoft Excel, Microsoft Access), version control system (Git), word processing software (Microsoft Word), publishing software (Microsoft Excel), database software (Microsoft SQL, Oracle, Visio), application lifecycle management (JIRA), content management system (Sitefinity), enterprise content/document management system (OnBase), and project management software (Microsoft Project, Smartsheet, Microsoft Planner, Azure DevOps).

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion, or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and ability to perform advanced statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including billing invoices, certificates of insurance, proposals, contract documents, service level agreements, budget reports, financial statements, vendor proposals, purchase orders, statements of work, project management documentation, systems performance reports, strategic planning reports, compliance and audit-related documentation, technical documentation, performance reviews, staff and HR documentation, product specifications and manuals.

Administrator, Web & Applications Development

- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, the Ohio Revised Code, Cuyahoga County Code, American with Disabilities Act Section 508, the department policy manual, computer books and manuals, communications software manuals, hardware manuals, network manuals, and architecture and operation manuals.
- Ability to prepare status and progress reports, project charters, project analysis, annual reports, performance reviews, requests for proposals and for bid, return on investment studies, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to manage, supervise, and counsel employees, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret computer information, project management, and related legal terminology and language.
- Ability to communicate with staff, coworkers, department leadership, project stakeholders, vendors, contractors, and employees and leadership from other County departments.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|------------------------------------|----------------------|-------|
| Class Title: | Building Rehabilitation Specialist | Class Number: | 19011 |
| FLSA: | Non-Exempt | Pay Grade: | 7A |
| Dept: | Housing and Community Development | EXHIBIT C | |

Classification Function

The purpose of this classification is to perform specialized office and field work involving the planning, implementing, coordinating, inspecting, and managing of housing related rehabilitation activities for the Community Development Division.

Distinguishing Characteristics

This is a journey level classification with the responsibility of inspecting both single and multi-family rehabilitation projects within a framework of defined policies, procedures, regulations, and guidelines. Incumbents independently perform daily assignments, often outside of proximity of their supervisor. Incumbents are expected to become fully aware of operating procedures and policies. This class requires frequent public contact and is responsible for providing technical guidance to landlords, property owners, contractors, and building officials.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

45% +/- 10%

- Manages and inspects single and multi-family residential structures to determine rehabilitative work required to correct health and safety issues, Department of Housing and Urban Development (HUD) housing quality standards, energy efficiencies, deteriorating lead paint, and/or building code deficiencies; inspects, manages, and/or monitors compliance with requirements for projects including but not limited to housing quality and workmanship standards, trade and contract specifications, and building and housing codes; consults with historic representative to ensure that state historic guidelines are being addressed; approves progress payment disbursements; provides technical guidance to property owners, landlords, contractors, and building officials; reviews new material specifications and methods used in building construction; mediates conflicts that may arise during the construction process; monitors work performed on single and multi-family structures and compliance with program specifications; provides final inspection of all work performed; creates housing quality standards report for each project; monitors program budgets; Monitors CDBG and HOME Investment Partnership program, grant, and loan recipients to ensure they follow the Davis Bacon Prevailing Wage; monitors and reports of the Federally required Minority, Female, Small and /or Disadvantaged Business Enterprises, as well as the HUD required Section 3 activity.

35% +/- 10%

- Develops work specifications and cost estimates for projects utilizing construction software; prepares project specifications and bid documentation so that projects can be bid out; coordinates the contractor bid process; verifies contractor eligibility for program; reviews contractor bids with clients; drafts contracts to the winning bidder(s); evaluates change order requests to ensure validity of the requests and associated costs; prepares change orders with client and contractor approval.

Effective Date: 08.08.2018
Last Modified: 07.21.2022

20% +/- 10%

- Performs supporting administrative responsibilities; processes and reviews contractor invoices for final payment; compiles and organizes data for technical, administrative, and reporting purposes; maintains files and housing database according to program guidelines and requirements; maintains daily project log notes; facilitates construction and professional services under County, State, and Federal procurement requirements; schedules contractor meetings; perform public relations and program marketing activities by participating in housing fairs, community events, general public meetings, and meetings with various public/private agencies throughout Cuyahoga County.

Minimum Training and Experience Required to Perform Essential Job Functions

- Associate degree in construction management or related technical training with three (3) years of code enforcement, specification writing, or individual trade (e.g. - carpentry, plumbing, electrical, or HVAC) experience; or any equivalent combination of education, training, and experience.
- Valid Ohio driver license, proof of automobile insurance, and a vehicle.

Additional Requirements

- Must obtain and maintain State of Ohio Lead Abatement Contractor license within 12 months of hiring.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of office machines and equipment including computers and multifunction printer.
- Ability to walk, balance, climb, crouch, crawl, and bend during inspections.
- Ability to lift, push, and pull up to 50 pounds.

Technology Requirements

- Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), word processing software (Microsoft Word), and database software (OneRoof).

Supervisory Ability

- No supervisory responsibilities required.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and utilize basic principles of algebra and geometry.

Language Ability & Interpersonal Communication

Building Rehabilitation Specialist

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including client files, building plans, blueprints, city permits, legal contracts, contractor bid proposals, material specifications, contractor insurance, contractor licensing, contractor registration, inspection documents, inspector reports, inspection sign off, lead risk assessments, loan documents, production reports, historic compliance reports, Healthy Homes Rating Systems report, BOH final lead clearance report, HUD report forms, industry newsletters, vouchers, letters, memos, correspondences, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Revised Code, state and local building codes, program standard manuals, Heating Systems Manual, National Building Code Manuals, product instructions, lead rules, HUD Guidelines, EPA regulations, ADA regulations, contractual laws, Demolition Standards, International Code Council, OSHA guidelines, city and state historical guidelines, and zoning codes.
- Ability to prepare vouchers, project specifications, material list descriptions, cost estimates, disposition of funds, lien releases, contractor bid summaries, contract agreements, change orders, production and financial program reports, building inspection checklists, historic and environmental compliance reports, lead service requests, homeowner satisfaction and contractor approval forms, case review reports, bi-weekly, quarterly and annual reports, correspondence letters and memos, timesheets and mileage reports, training and travel documentation, and any other job related documents using a prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to communicate effectively with clients, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret construction, building codes and specifications, and related legal terminology and language.
- Ability to communicate with managers, supervisors, co-workers, contractors, clients, city officials, other County employees, government agency representatives, homeowners, Historic Preservation Personnel, and inspectors.

Environmental Adaptability

- Work is typically performed in an office environment and at various field locations.
- Work at field locations may involve exposure to temperature extremes, strong odors, toxic/poisonous agents, smoke, dust, machinery, wetness/humidity, electrical currents, animals/wildlife, noise extremes, bright/dim lights, traffic hazards, and vibrations.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|-----------------------------------|----------------------|-------|
| Class Title: | Development Housing Specialist | Class Number: | 21021 |
| FLSA: | Exempt | Pay Grade: | 8A |
| Dept: | Housing and Community Development | EXHIBIT D | |

Classification Function

The purpose of this classification is to facilitate the administration of community and housing development programs.

Distinguishing Characteristics

This is a journey level classification with responsibility for performing technical activities related to the administration and management of community and housing development programs in the Department of Development. This class works under direction from senior management of the Department of Development. The employee works within a framework of established department, state, and federal regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

30% +/- 10%

- Performs technical duties to facilitate the administration of community and housing development programs; reviews grant applications and eligibility criteria and provides approval recommendations; reviews, recommends, and prepares reimbursement and payment requests; reviews eligibility criteria for loan applications and underwrites loans; reviews eligibility criteria for subordination of mortgage requests and provides approval recommendations; provides information regarding payment history, loan balances, accumulative interest, and loan term information to borrowers; verifies and processes loan payoff requests submitted by title agencies; verifies loan pay-off information with title company; reviews, provides approval recommendations, and processes requests for reduced payoffs submitted by title agencies, law offices, and real estate offices; prepares release memo(s) for Director's signature and records satisfaction of mortgage to release the lien; performs site visits to housing locations and non-profit community partners to monitor for compliance with regulations; receives and handles requests for information regarding housing loan balances, history, payoffs, and subordinations for current/past loan programs; inputs and updates loan and grant information and documentation into appropriate databases; remains up-to-date on program(s) rules, regulations, directives, and policies.

30% +/- 10%

- Inputs, maintains, collects, and analyzes housing and community development data into the ERP system; inputs new or updates existing housing/program information and documents into cross-departmental ERP system; compiles information and data regarding program and housing information (e.g. geographic data, home values, finances, programming costs, demographics, etc.) from state databases, intra-department records, or by requesting directly from clients/partners; analyzes data by calculating averages, sums, percentages, etc. to create program summary reports and other required reports; prepares and maintains physical and electronic records, reports, studies, and/or correspondence related to fiscal activities, operations, and projects; creating and editing purchase orders in the ERP system; creates and uploads documents to Contract Management Modules events for the contract approval process within the ERP system.

Effective Date: 2001

Last modified: 04.27.2021

20% +/- 10%

- Creates a variety of forms, reports, and documentation including program summary reports, annual reports, and mandated reports; creates and updates boilerplate forms, letters, and spreadsheets; independently or collaboratively prepares Request for Proposals (RFPs), contracts, amendments, proposals, narratives, etc. in support of housing and community development programs and department needs; independently or collaboratively prepares reports for internal/external reporting, information requests, and audits in compliance with appropriate guidelines; works with management and consultants to prepare various annual and/or mandated reports (i.e. the County Consortium's Annual Plan, the Consolidated Annual Performance Evaluation Report (CAPER), the County Consortium's 5 Year Consolidated Plan, etc.).

15% +/- 10%

- Assists with management, budget, monitoring, and evaluation of community and housing development programs; oversees the servicing of the Community Development and Housing Loan Portfolio; conducts monitoring activities for housing loan and grant programs to ensure compliance with County, state, and federal housing loan regulations; assists with housing program(s) funding and budget by monitoring account balances, processing and inspecting financial forms, and coordinating with the fiscal office to ensure funds are available; assists in the preparation of program budget(s); provides technical assistance and advice regarding loan applications and program qualifications; participates in identifying program(s) needs and goals, forecasting resources required, and establishing metrics to determine program outcomes, impact, and success; monitors program outcomes by analyzing reports summarizing outcomes; participates in program and policy development for housing programs; participates in collaboration for new program development, improvement of existing programs, and improvement of program administration efficiency.

5% +/- 2%

- Performs supporting administrative responsibilities; responds to emails and phone calls; attends various trainings and meetings; acts as a resource and provides technical assistance to outside organizations, agencies, and businesses regarding Cuyahoga County development and housing programs; interfaces with public constituencies as the representative of the Cuyahoga County department of development in various meetings and conferences; responds to requests for information from County, state, and federal auditors.

Minimum Training and Experience Required to Perform Essential Job Functions

- Associates degree in business administration or related field with two (2) years of community or economic development experience; or any equivalent combination of training and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of office machines and equipment including a computer and multi-function printer.

Technology Requirements

- Ability to operate a variety of software and databases including word processing software (MS Word), spreadsheet software (MS Excel) email software (MS Outlook), desktop publishing software (Publisher), presentation software (MS PowerPoint), PDF software (Nitro), database software (MS Access), enterprise resource planning software (OnBase, Infor), financial software.

Supervisory Responsibilities

- No supervisory responsibilities required.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including eligibility requirements, loan applications, requests (i.e.- Requests for Subordination, Request for Loan Payoff, Request to Accept Reduced Payoff, Request for modification of Rehab Loan, Request for Reimbursement), statements (i.e.- profit and loss statement, checking and saving statements, mortgage statement, bid summary, settlement statement), agreements (i.e.- purchase agreement, landlord agreement, current tenant lease agreement), applications (i.e. - Rehabilitation Loan Application, Demolition Fund Application, Community Development Supplemental Grant Application), income documents, federal tax return, billing invoices, insurance reports, monthly reports, credit report, title reports, home appraisal, budget reports, Requests for Proposal (RFP), memos, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including HUD Income and Allowances Guidelines, Mortgage Loan Originator Compensation Guide, Ohio Revised Code, Federal Code of Regulations, Consumer Financial Protection Bureau Rules, Employee Handbook, Ohio Home and Building Codes, maps, and Cuyahoga County Inspector General Guidelines.
- Ability to prepare Loan Payoff Notification, Foreclosure Analysis, Subordination of Mortgage Analysis, Repayment History Analysis, Asset Analysis Sheet, Reduced Payoff Analysis and Recommendation, Consolidated Annual Performance Evaluation Report, semi-annual and annual reports, memos, reports, program metric reports, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret accounting, loan underwriting, financial counseling, and related legal terminology and language.

Development Housing Specialist

- Ability to communicate with supervisor, co-workers, department management, clients, corporate representatives, Board of Health Staff, banks and lending institutions, non-profit representatives, home owners, attorneys, city officials, appraisers, caseworkers, employees of external agencies and businesses (i.e. – title agencies, insurance agents, etc.), other County employees, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|--|----------------------|-------|
| Class Title: | Homeless Management Information System Administrator | Class Number: | 16031 |
| FLSA: | Exempt | Pay Grade: | 11A |
| Dept: | Health and Human Services EXHIBIT E | | |

Classification Function

The purpose of this classification is to plan, direct, and manage the operations of the Homeless Management Information System (HMIS) for the Cuyahoga County Continuum of Care, and provide technical support for related software.

Distinguishing Characteristics

This is a journey level classification with responsibility for planning, directing, and managing the operations of the Homeless Management Information System (HMIS) for the Cuyahoga County Continuum of Care (CoC) and providing technical support for HMIS software. Incumbents work within a framework of established regulations, policies, and procedures and are expected to utilize judgment in performing work. Incumbents in this classification exercise discretion in following and ensuring adherence to protocol, procedures, laws, and regulations in the performance of duties.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

30% +/- 10%

- Plans, directs, and manages activities and operations of the HMIS for the Cuyahoga County CoC; manages all HMIS functions for local CoC HMIS software including system administration, project management, telecommunications support, software maintenance, procurement, and user support functions; ensures availability and reliable performance of the software application; facilitates system changes, updates, and upgrades and assures adherence to federal regulations; performs system configurations; manages system access and licenses; ensures compliance of data standards, system performance, and monitors utilization; troubleshoots software and hardware problems; communicates design and programming changes to vendor's development team; leads testing efforts and ensures issues are identified, tracked, reported, and resolved in a timely manner; leads efforts for system improvement and reporting; gathers requirements for new programs through document analysis and interviews; collaborates across multiple business areas to determine effective solutions in support of business requirements and strategic direction; manages project design, data collection, workflow, delivery, and reporting related to all new programming in HMIS; identifies opportunities to streamline business processes and increase efficiencies; serves as IT/HMIS technical point of contact for vendors, business partners, HMIS agencies, researchers, consultants, and other government agencies.

25% +/- 10%

- Conducts research, data analysis, and strategic planning; performs needs assessments; manages project design, data collection, workflow, service delivery, and reporting; develops and documents project forms, workflows, and their associated procedures; transforms technical releases and other high-level information into detailed specifications; recommends acquisition of new tools and software applications; develops and assists with writing complex reports to meet the expanding needs of the CoC.

25% +/- 10%

- Manages local, state, and federal HMIS reporting; creates standardized reporting process for HMIS participating agencies; works with users to define data definitions, concepts, and processes; monitors timeliness and quality of data collection; ensures data quality and compliance; determines timelines and defines project performance; enforces deadlines and schedules; implements corrective action procedures for participating agencies.

10% +/- 5%

- Provides site-based training and development to users; develops training content and materials; responds to user questions, concerns, and problems.

10% +/- 5%

- Performs related administrative responsibilities; prepares and maintains various reports, records, and other documents; may assign work to other personnel related to HMIS functions; responds to emails and phone calls; attends various trainings, workshops, and meetings; keeps up to date on professional knowledge, new business trends, and changes in policies; prepares and delivers public presentations; establishes and updates local HMIS Policies and Procedures.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in computer science, information technology, or related field with five (5) years of computer information systems, relational database and project management, or related experience with two (2) years of experience working with a HMIS; **or any equivalent combination of training and experience as defined below:**

| Highest degree of education attained | Experience required* |
|---|----------------------|
| High school diploma/GED/any associate degree | 9 years |
| Unrelated bachelor's/master's/doctoral degree | 7 years |
| Related bachelor's/master's/doctoral degree | 5 years |

**Each level of education requires 2 years of HMIS experience*

Related degree fields: computer science, social work, social science, psychology, urban studies, non-profit administration

Related work experience: computer information systems, relational databases, project management, database management/administration, statistical analysis software, technical support, data collection management. HMIS experience must include ServicePoint and/or Clarity HMIS platforms.

Additional Requirements

- Must obtain training and/or certifications as required by the HMIS Software Vendor.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including a computer and copier.

Technology Requirements

- Ability to operate a variety of software and databases including email software (Microsoft Outlook), word processing software (Microsoft Word), spreadsheet software (Microsoft Excel), teleconferencing software (Microsoft Teams), database software (HMIS, HDX, SAGE, e-SNAPs, OCEAN), and presentation software (Microsoft PowerPoint).

Supervisory Responsibilities

- No supervisory responsibilities required.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine and advanced statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high level data analysis requiring management of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including report requests, database sets, configuration specifications, software specifications, source materials, request for proposals, computer periodicals, federal agency flow charts and diagrams, training documents, vendor release forms, system generated reports, help desk tickets, monthly Annual Performance Reports (APRs), quarterly coordinated entry reports, billing invoices, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, U.S. Department of Housing and Urban Development (HUD) Regulations, Federal Program Guides, Federal Partner Regulations, computer hardware manuals, system documentation and manuals, and software product manuals.
- Ability to prepare system reports and presentations; project workflow charts and diagrams, HMIS Manuals, HMIS Policies and Procedures Manual, training materials, employee performance evaluations, Housing Inventory Count (HIC), System Performance Measures (Sys PM), Longitudinal System Analysis (LSA), correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to counsel and provide oversight to others, instruct and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret basic legal, basic medical, and computer system terminology and computer programming languages.
- Ability to prepare and deliver presentations, communicate effectively with supervisors, directors, vendors, consultants, state and federal agencies and partners, the general public, and other County employees.

Environmental Adaptability

HMIS Administrator

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|-----------------------------|----------------------|-------|
| Class Title: | Manager, Technical Services | Class Number: | 16272 |
| FLSA: | Exempt | Pay Grade: | 18B |
| Dept: | Information Technology | EXHIBIT F | |

Classification Function

The purpose of the classification is to assess, plan, and implement enterprise information technology systems in support of business objectives. The incumbent is responsible for developing and managing application portfolios and identifying opportunities for integration, consolidation, or elimination of redundant processes or systems to improve cost effectiveness, expand efficiencies, and improve customer service.

Distinguishing Characteristics

This is a second-level management classification that provides direct supervision to software developers, database administrators, systems & applications analysts, information systems analysts, and other technical staff to support the software systems for assigned County departments. This class works under general direction of a senior manager level position and is expected to exercise discretion in applying policies and procedures to resolve organizational and service delivery challenges and to ensure that assigned projects and activities are completed in a timely and efficient manner.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

30% +/- 10%

- Develops and manages application portfolios and identifies opportunities for integration, consolidation, or elimination of redundant processes or information technology systems to improve cost effectiveness, expand efficiencies, and improve customer service; coordinates the evaluation, deployment, management, and maintenance of current and future information technology systems; designs and directs project plans, project tasks lists, and action plans for individual systems being designed/developed; designs solutions, database schemas, wireframe diagrams, and software flow; gathers requirements for new systems, proposes options and project cost estimates, monitors software engineering processes, ensures testing plans are in place and that execution is completed on time and within budget, ensures effective system maintenance plans are in place; ensures applications comply with all applicable data security standards.

30% +/- 10%

- Collaborates with clients to determine project objectives and requirements; analyzes business requirements of assigned departments/internal customers; explains technical procedures, processes, and protocols in non-technical language; determines and designs project milestones, project plans, service level agreements, and resource allocation; tracks spending against allocated budget; communicates project status and concerns to executive team, department leads, support staff, and end users.

20% +/- 10%

- Supervises and directs the work of developers, system administrators, information systems analysts, and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; promotes employee development; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions,

Manager, Technical Services

concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

10% +/- 5%

- Participates in the evaluation of business processes and current and emerging technologies to ensure that systems are appropriate and cost-effective; develops business case justifications and cost benefit analyses for information technology spending and initiatives; communicates information technology investment benefits and risks with stakeholders; identifies and makes recommendations for the improvement of information technology infrastructure, policies, processes, and systems; contributes to Requests for Proposals (RFPs) related to applications development by assisting with specifications, scope of services, and cost estimates; contributes to vendor selection by participating in the process to review and score proposals; reviews and approves change requests and new technology purchases.

10% +/- 5%

- Attends and participates in professional group meetings, conferences, seminars, and training; facilitates project status meetings; provides operational and metric readouts to IT leadership; facilitates team meetings; submits forecasts for operating, capital, and personnel expenditures to assist with budget preparation; stays abreast of new trends and industry best practices.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in computer science, information technology, or a related field with six (6) years information technology systems management experience; **or any equivalent combination of training and experience as defined below:**

| Highest degree of education attained | Experience required |
|--------------------------------------|---------------------|
| High school diploma/GED | 10 years |
| Unrelated associate degree | 9 years |
| Related associate degree | 8 years |
| Unrelated bachelor's degree | 7 years |
| Related bachelor's degree | 6 years |
| Unrelated master's/doctoral degree | 5 years |
| Related master's/doctoral degree | 4 years |

Related degree fields: computer science, information technology (IT), or anything pertaining to IT (e.g., information science/systems, computer engineering, cybersecurity, software engineering, application design and development, geographic information systems). Specific business degrees with overlapping IT curriculum are also relevant (e.g., data science, business/data analytics, business intelligence, business/management information systems).

Related work experience: information technology systems management, data science and analytics, database administration, enterprise resource planning (ERP), report writing and business intelligence, software integration systems.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines and equipment including computers and multifunction printer.

Technology Requirements

- Knowledge of a variety of software and database software and systems including application Integrated Development Environments (Visual Studio, VS code, Cursor), database management software (Microsoft SQL Server Management Studio, Oracle SQL Developer, SQL Developer), database/application programming languages and extensions, file transfer software (SFTP, Filezilla), presentation software (Microsoft PowerPoint), spreadsheet software (Microsoft Excel), word processing software (Microsoft Word), project planning software (Microsoft Project, Azure DevOps, SmartSheet, SharePoint, Microsoft Planner, Power Platforms), workflow design software (Visio), website content management systems (Progress Sitefinity), source code repository (Git) and other technologies.

Supervisory Responsibilities

- Ability to assign, review, plan, and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees

Mathematical Ability

- Ability to add, subtract, multiply, divide, and calculate decimals and percentages, and ability to perform mathematical operations involving algebra, statistics, and geometry.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including project meeting notes, data reports, change control requests, proposals, contracts, white papers, employee timesheets, invoices, requirement statements, technical forms and documentation, flow charts, and data diagrams.

Manager, Technical Services

- Ability to comprehend a variety of reference materials and manuals including the Employee Handbook, departmental policy manual, Ohio Revised Code, County Code, requirement statements, technical design documentation, technical architecture documents, computer books, cybersecurity standards, and trade magazines.
- Ability to prepare statement of work, requirement statements, project review report, operational reports, requests for proposals, technical design documents, programming standards documents, functional procedures documents, business case document, change request documentation, project status reports, performance appraisals, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to manage, supervise, and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret computer system software and hardware terminology and language.
- Ability to communicate with staff, stakeholders, end-users, consultants, vendors, information technology employees, and information technology administrators.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|---------------------------------------|----------------------|-------|
| Class Title: | Senior Development Housing Specialist | Class Number: | 21022 |
| FLSA: | Exempt | Pay Grade: | 12A |
| Dept: | Housing and Community Development | EXHIBIT G | |

Classification Function

The purpose of this classification is to administer community and housing development programs and supervise lower-level housing development staff.

Distinguishing Characteristics

This is a supervisory level classification that assists with the administration and management of the County's housing and development programs. This class works under the direction of the Administrator or Director, Housing and Community Development and receives instruction or assistance only as unusual situations arise and is expected to exercise a high level of independent judgment and initiative. The employee is expected to be fully aware of relevant regulations, policies, and procedures and ensures that all projects are completed in a timely and efficient manner. This class is distinguished from Development Housing Specialist in that the senior level has a focus on facilitating program implementation and process and program improvement and supervising the lower-level class.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 55% +/- 10%
- Assists with the administration and management of the County's housing and community development federally funded programs; creates and reviews contracts/agreements; forecasts physical and monetary resources needed for programming; monitors and ensures that all federally funded activities are in accordance with federal requirements; maintains working knowledge of federal and state regulations; compiles and verifies documentation required for federal, state, and local annual reporting; prepares Request for Proposals (RFPs) for various federally funded contracts completes environmental reviews for required projects; collaborates with management and consultants to complete the required HUD 5 year and annual plans.
- 20% +/- 10%
- Performs financial and performance analyses of programs; meets with the housing and community development administrator, deputy chief, and others to coordinate and develop program goals; develops program schedules and expected outcomes; forecasts program budget; performs program analysis; identifies program deficiencies and devises corrections; collaborates with management to develop new or revised programs and procedures; retrieves data regarding grant funded project units and costs in order to record, assess, analyze, and report to management and stakeholders.
- 15% +/- 5%
- Supervises Development Housing Specialists; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with

Senior Development Housing Specialist

employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

10% +/- 5%

- Performs supporting administrative responsibilities; attends various trainings and meetings; responds to questions and concerns from citizens, elected officials, and colleagues related to community development and housing programs; provides updates to the HOME Consortium Board regarding federal HOME funds; compiles and verifies documentation required for federal, state, and local annual reporting; attends meetings regarding future and proposed initiatives for receiving grant funding.

Minimum Training and Experience Required to Perform Essential Job Functions

- Associate degree in business administration, urban studies, public administration, or related field with five (5) years of community or economic development experience; or any equivalent combination of education, training, and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer

Technology Requirements

- Ability to operate a variety of software including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel), electronic mail software (Microsoft Outlook), and database software (US Treasury Portal, HUD Integrated Disbursements and Information system (IDIS), HEROS system, and ClearPoint).

Supervisory Responsibilities

- Ability to assign, review, plan, and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics and moderate math.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements. Requires discretion in determining and referencing such established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including eligibility requirements, loan applications, requests, financial statements, housing agreements, Rehabilitation Loan Application, Demolition Fund Application, income documents, federal tax return, billing invoices, monthly reports, credit report, various documentation, reimbursement Request for Payment, Requests for Proposal (RFP), subordinate timesheets, monitoring reports, , correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Housing and Urban Development Income and Allowances Guidelines, Mortgage Loan Originator Compensation Guide, Ohio Revised Code, Federal Code of Regulations, Consumer Financial Protection Bureau Rules, the Employee Handbook, maps, and Cuyahoga County Inspector General Guidelines.
- Ability to prepare budgets, contracts and agreements, program reports, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to review, evaluate, and revise work product submitted by team members and make recommendations to Manager.
- Ability to use and interpret accounting and legal terminology and language.
- Ability to communicate with supervisor, clients, corporate representatives, the HOME consortium, banks, non-profit representatives, homeowners, attorneys, city officials, appraisers, caseworkers, other County employees, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|--|----------------------|-------|
| Class Title: | Supervisor, Building Rehabilitation Specialist | Class Number: | 19012 |
| FLSA: | Exempt | Pay Grade: | 10A |
| Dept: | Housing and Community Development | EXHIBIT H | |

Classification Function

The purpose of this classification is to perform specialized office and field work involving the planning, implementing, coordinating, and managing of housing related rehabilitation activities as well as supervising Building Rehabilitation Specialist(s) for the Community Development Division.

Distinguishing Characteristics

This is a supervisory classification with the responsibility for supervising the Building Rehabilitation Specialist(s) and inspecting both single and multi-family rehabilitation projects within a framework of defined policies, procedures, regulations, and guidelines. This position oversees the operations and promotes the efficiencies of the unit, incorporates process improvements, and ensures that projects meet time and quality objectives. This class reports to the Deputy Director of Housing & Community Development. Employees are expected to exercise judgment in the management of complex cases. This class requires frequent public contact and is responsible for providing technical guidance to landlords, property owners, contractors, and building officials.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

25% +/- 10%

- Manages and inspects single and multi-family residential structures to determine rehabilitative work required to correct health and safety issues, Department of Housing and Urban Development (HUD) housing, housing quality standards, energy efficiencies, deteriorating lead paint, and/or building code deficiencies; inspects, manages, and/or monitors compliance with requirements for projects including but not limited to housing quality and workmanship standards, trade and contract specifications, and building and housing codes; consults with historic representative to ensure that state historic guidelines are being addressed; approves progress payment disbursements; provides technical guidance to property owners, landlords, contractors, and building officials; reviews new material specifications and methods used in building construction; mediates conflicts that may arise during the construction process; monitors work performed on single and multi-family structures and compliance with program specifications =; provides final inspection of all work performed; creates housing quality standards report for each project; monitors program budgets.

25% +/- 10%

- Oversees contractor payrolls according to federal regulations; conducts personnel wage interviews with contractors; maintains prevailing wage law updates; prepares and maintains reports and records regarding prevailing wages; resolves issues with prevailing wages and makes recommendations; monitors contract compliance and performs construction site inspections for prevailing wage laws; oversees the monitoring of federally funded activities and reporting of the required Minority, Female, Small and /or Disadvantaged Business Enterprises as well as the HUD required Section 3 activity.

20% +/- 10%

- Supervises and directs the work of the Building Rehabilitation Specialist(s); directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

15% +/- 5%

- Oversees the contract bid process; schedules committee meeting(s) to approve or disapprove scope of work and loan; pre-approves project bid specifications along with cost estimates; reviews contractor bids; reviews contracts and vouchers for the winning bid; evaluates and approves change order requests to ensure validity of requests and associated cost; prepares callback reports and/or letters as they relate to the quality of work, health and safety issues, specific deviations from original specifications, and any owner-contractor conflicts.

15% +/- 5%

- Performs supporting administrative responsibilities; creates and maintains records of various housing projects on contractor payments, change orders, and inspection reports; maintains contractor registration and construction files on a weekly and monthly basis to ensure program compliance with standards; maintains computerized specification databases for various housing related programs; participates in housing fairs and community events; on occasion meets with the general public and various agencies about the county housing programs and services offered.

Minimum Training and Experience Required to Perform Essential Job Functions

- Associate degree in construction management or related technical training with five (5) years of code enforcement, specification writing, or individual trade (e.g. - carpentry, plumbing, electrical, or HVAC) experience; or any equivalent combination of education, training, and experience.
- Valid Ohio driver license, proof of automobile insurance, and a vehicle.

Additional Requirements

- Must obtain and maintain State of Ohio Lead Abatement Contractor license within 12 months of hiring.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of office machines and equipment including computers and multifunction printer.
- Ability to walk, balance, climb, crouch, crawl, bend, and twist during inspections.
- Ability to lift, push, and pull up to 50 pounds.

Technology Requirements

Supervisor, Building Rehabilitation Specialist

- Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), database software (Microsoft Access), and word processing software (Microsoft Word).

Supervisory Responsibilities

- Ability to assign, review, plan, and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluating, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and utilize basic principles of algebra and geometry.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including client files, building plans, blueprints, city permits, legal contracts, contractor bid proposals, material specifications, contractor insurance, contractor licensing, contractor registration, inspection documents, lead risk assessments, loan documents, production reports, HUD report forms, industry newsletters, vouchers, letters, memos, correspondence, reimbursement requests, staff mileage and timesheets, loan documents, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Revised Code, state and local building codes, program standard manuals, Heating Systems Manual, National Building Code Manuals, product instructions, lead rules, HUD Guidelines, EPA regulations, ADA regulations, contractual laws, Demolition Standards, International Code Council, and zoning codes.
- Ability to prepare vouchers, project specifications, material list descriptions, cost estimates, disposition of funds, lien releases, contractor bid summaries, contract agreements, change orders, production and financial program reports, building inspection checklists, historic and environmental compliance reports, lead service requests, homeowner satisfaction and contractor approval forms, case review reports, bi-weekly, quarterly and annual reports, correspondence letters and memos, employee performance evaluations, timesheets and mileage reports, training and travel documentation, various grant site spreadsheets, and any other job related documents using a prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

Supervisor, Building Rehabilitation Specialist

- Ability to supervise and counsel employees, to communicate effectively with clients, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret construction, building codes and specifications,, and related legal terminology and language.
- Ability to communicate with managers, supervisors, co-workers, contractors, clients, city officials, other County employees, government agency representatives, and inspectors.

Environmental Adaptability

- Work is typically performed in an office environment, and at various field locations.
- Work at field locations may involve exposure to temperature extremes, strong odors, toxic/poisonous agents, smoke, dust, machinery, wetness, humidity, electrical currents, animals/wildlife, noise extremes, bright/dim lights, traffic hazards, and vibrations.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|------------------------|----------------------|-------|
| Class Title: | Web Designer 2 | Class Number: | 16192 |
| FLSA: | Exempt | Pay Grade: | 11B |
| Dept: | Information Technology | EXHIBIT I | |

Classification Function

The purpose of this classification is to conceptualize, design, build, test, deploy, and maintain websites using various software applications, programming languages, and other related technology tools.

Distinguishing Characteristics

This is a technical, journey level classification working under direction from the Administrator, Web and Applications Development and is responsible for designing, building, implementing, testing, deploying, and maintaining County websites. This position is distinguished from the Web Designer 1 by an increased level of autonomy and responsibility. While guidance is available for unusual situations, the incumbent is generally expected to manage projects independently, exercising sound judgment and initiative in accordance with established standards and best practices. The Web Designer series is distinguished from the Developer series in that it focuses primarily on front-end design whereas the Developer series concentrates on programming and back-end infrastructure.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

75% +/- 10%

- Creates and builds websites; creates conceptual diagrams, wireframes, mockups, and design samples to demonstrate website form and functionality; identifies, troubleshoots, and debugs errors on websites and website applications; performs maintenance and updates on existing websites; creates or modifies images and graphics; designs page templates and page layouts; utilizes Cascading Style Sheets (CSS) frameworks to ensure responsive, mobile-friendly design and consistent styling across devices and browsers; edits HyperText Markup Language (HTML) and CSS; creates online interactive forms; extends functionality of the content management system (CMS) by creating modules; organizes content and ensures that the site is optimized for search engine placement, is user friendly, ADA accessible, and conforms to current technological standards.

15% +/- 5%

- Works with clients to determine project objectives and requirements; researches project topic; updates project plans; reviews website analytics; monitors web page audits; provides status updates and time estimates for assigned projects; collaborates with developers, system analysts, and user experience designers to discuss possible custom application development; provides website analytics to clients.

10% +/- 5%

- Provides clients with CMS training so that they can make routine updates to their site without interfering with graphics, features, or existing content.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in information technology, graphic art/design, or related field with five (5) years of experience that includes website design or development, experience with various software used for

website design and development, experience with HTML or CSS; **or any equivalent combination of education, training, and experience as defined below.**

| Highest degree of education attained | Experience required |
|--|---------------------|
| High school diploma/GED | 9 years |
| Unrelated associate degree | 9 years |
| Related associate or unrelated bachelor's degree | 7 years |
| Related bachelor's degree | 5 years |
| Unrelated master's/doctoral degree | 5 years |
| Related master's/doctoral degree | 3 years |

Related degree fields: computer science, visual arts, web development

Related work experience: graphic design, user experience (UX/UI) design, front-end development, digital design, or website editing

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of office machines and equipment including a computer and multifunction printer.

Technology Requirements

- Ability to use a variety of software tools including integrated development software (MS Visual Studio, GIT), graphical design software (Adobe photoshop, Adobe Illustrator, Adobe InDesign), spreadsheet software (MS Excel), programming languages (HTML, CSS, JavaScript), web-content management software (Sitefinity or similar CMS, Visual Studio, GitHub), design and prototyping software (Figma, Balsamiq, Sketch, Axure), word processing software (MS Word), PDF software (Adobe Acrobat, Nitro Pro), Quality Assurance software (Monsido, SiteImprove, UserWay, LevelAccess)

Supervisory Responsibilities

- No supervisory responsibilities required.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, perform routine statistics and utilize the principles of geometry and algebra.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing established criteria to define impact and develop alternatives.

Web Designer 2

- Ability to comprehend a variety of informational documents including statements of work, project plans, wireframes, web page audits, website analytics, technical specifications, website maintenance requests, meeting minutes and agendas, requests for proposal, requests for qualification, website metrics, press releases, video, and photography.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, reference manuals developed by colleagues for website enhancement and modification, branding guidelines, ADA compliance, websites, and books regarding website design.
- Ability to prepare training documentation and manuals, website wireframes, website functional requirements and specifications, user stories, style guides, branding requirements, status reports, webpage audits, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use and interpret computer systems terminology and language.
- Ability to communicate with clients, coworkers, supervisors, other County departments and employees, and work group members.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|------------------------|----------------------|-------|
| Class Title: | Computer Operator 1 | Class Number: | 16051 |
| FLSA: | Non-Exempt | Pay Grade: | 4B |
| Dept: | Information Technology | EXHIBIT J | |

Classification Function

The purpose of the classification is to assist in mainframe equipment and hardware operations, system software, and customer service support duties. Incumbents log, reconcile, and distribute work products.

Distinguishing Characteristics

This is an entry level classification, working under general supervision from the Administrator, Infrastructure and Operations. The employee in this class is expected to become aware of the operating policies and procedures of the work unit and to learn to perform the full range of duties assigned. Positions at this level receive instruction or assistance as unusual situations arise and are perform the more routine duties of the unit.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

40% +/- 10%

- Assists in maintaining availability of the system in running production jobs; monitors production activity; performs initial problem determination and problem resolution; refers problems as necessary; monitors the County's databases on a regular hourly basis to make sure they are functioning correctly and to ensure the integrity of the databases; researches and reports all issues and outages; follows up on all issues and document the results.

20% +/- 10%

- Schedules and processes batch production; prepares jobs for processing; communicates with the computer utilizing systems commands to control processing; sorts jobs; releases and runs jobs as scheduled; allocates and de-allocates files and monitors; ensures that all deadlines and schedules are maintained for delivery of output to customers; organizes output materials.

20% +/- 10%

- Prepares printed reports for distribution to customers; separates reports by job name and number; operates decollater; operates burster; trims reports; operates folder; seals forms and reports; enters system commands to control and operate printer devices; aligns all forms; notifies lead of damaged reports and forms; packages all reports and special forms for delivery to other county agencies and county residents.

15% +/- 5%

- Provides front line customer and technical support to individuals who access the County's mainframe computer system and the County databases; answers the County help desk phone and either corrects the issue or directs the call to the proper County agency or staff member.

5% +/- 2%

- Participates in internal and external groups to address and correct problems; stays abreast of current technology in the field.

Effective Date: 09.11.2012
Last Modified: 03.02.2021

Minimum Training and Experience Required to Perform Essential Job Functions

- High school diploma or equivalent with six months of computer operations experience with an automated scheduling software or help desk experience; or an equivalent combination of education, training, and experience.

Additional Requirements

- No special license or certification required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of office machines and equipment including a computer and multifunction printer

Technology Requirements

- Ability to operate a variety of software and database including database software (MS Access), IBM mainframe software (TSO, SDSF), spreadsheet software (MS Excel), word processing software (MS Word).

Supervisory Responsibilities

- No supervisory responsibilities required.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes, and/or guidelines and/or group, rank, investigate, and problem solve. Requires discretion in determining and referencing established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including scheduling reports, tape rotation reports, shift turnovers, exam reports, time sheets, and requests for vacation or leave.
- Ability to comprehend a variety of reference books and manuals including software manuals, users guides, forms handling book, operations call book, printer service log, and policy manual.
- Ability to prepare shift turnovers, performance appraisals, County payroll, CRIS turnover, time reports, warrants for payment, parking tickets, vouchers, letters and applications, mailers, benefits cards and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including mainframe users, vendors, and working groups.
- Ability to use and interpret computer mainframe terminology and language

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

| | | | |
|---------------------|------------------------|----------------------|-------|
| Class Title: | Loan Portfolio Analyst | Class Number: | 21001 |
| FLSA: | Exempt | Pay Grade: | 13A |
| Dept: | Development | EXHIBIT K | |

Classification Function

Provides oversight of Cuyahoga County's economic development loan portfolio and servicing functions for all County originated loans, across all programs; ensures accuracy and completeness for all loan portfolio covenant data and account reconciliation.

Distinguishing Characteristics

This is a journey-level classification that is responsible for the accuracy and completeness of all County loan portfolio covenant and loan repayment data valued over 82 million. This class works under general direction from the Loan Portfolio Manager and receives instruction as new or unusual situations arise and is expected to become/remain up to date regarding methods, protocols, procedures, and applicable regulations. The employee plans own work to meet given objectives and processes and is expected to use judgment when performing work.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

30% +/- 10%

- Determines and recommends appropriate loan recalibrations and/or other appropriate loan adjustments; performs credit analysis and risk assessment; mitigates exposure to high risk borrowers; reaches agreement with borrowers on loan terms resulting from previous errors and ambiguous and/or errant language throughout loan documents; delivers recalibrations and adjustments to Chief and Deputy Director; participates in bi-weekly portfolio reporting meetings with leadership.

25% +/- 10%

- Coordinates and implements all reporting and covenant compliance regarding the Economic Development Loan Portfolio; generates portfolio status reports; records data into the County's loan record system software; provides direction to administrator on report generation; monitors County's compliance to established Loan Portfolio Management Reporting System; maintains expertise in the loan portfolio software.

20% +/- 10%

- Reviews existing borrower requests, loan agreements, required documentation, and invoices prior to final review by Loan Portfolio Manager; reviews the documentation and information entered by other verticals within the department into the loan portfolio software; reviews the reports for integrity of the asset pledged as collateral; reconciles the loan portfolio software with the County's accounting system; prepares loan satisfaction memo; works with loan origination team to ensure all required documentation and procedures have been followed before a loan is closed and loan proceeds are disbursed.

Effective Date: 05.26.2020
Last Modified: 05.26.2020

20% +/- 10%

- Handles loan servicing recordation in conjunction with Loan Portfolio Manager; creates and maintains accurate and up-to-date file and data management storage to ensure the department knows what documentation it has, where it is located, and how to locate it.

5% +/- 2%

- Performs the duties of the Loan Portfolio Manager when incumbent is not available.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's Degree in accounting, finance, economics, mathematics, or related field with five (5) years of finance, credit analysis, or loan servicing management experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

- Must obtain, or be enrolled in, an Economic Development Finance Professional accreditation program or equivalent accreditation within 180 days of hire.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

Supervisory Responsibilities

- No supervisory responsibilities at this time.

Mathematical Ability

- Ability to add, subtract, multiple, divide, calculate decimals and percentages, perform routine statistics, and perform college level algebra.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including financial and accounting documents, loan contracts, loan reimbursement draw requests, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, the Employee Handbook and Department Loan Policies and Procedures
- Ability to prepare semi-annual reports, annual reports, loan satisfaction, financial reporting, various projections, loan documentation, memorandums, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

Senior Loan Portfolio Analyst

- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret accounting, legal, and loan terminology and language.
- Ability to communicate with Council members, managers, supervisor, borrowers, attorneys, and other County employees.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

County Council of Cuyahoga County, Ohio

Ordinance No. O2025-0005

Sponsored by: **Councilmember Sweeney on behalf of the Personnel Review Commission**

An Ordinance amending Sections 303.01, 303.03, and 303.06 of the Cuyahoga County Code to update and clarify the Cuyahoga County Civil Service Plan to ensure consistency with the Charter of Cuyahoga County and the Administrative Rules of the Personnel Review Commission.

WHEREAS, Article IX of the Cuyahoga County Charter governs the County's Employment Practices and establishes the Personnel Review Commission; and,

WHEREAS, Cuyahoga County Council has enacted Title 3 of the Cuyahoga County Code to govern the employment practices of Cuyahoga County; and

WHEREAS, Section 9.02(4) of the County Charter gives the Personnel Review Commission "[r]esponsibility for creation of rules and policies related to the Personnel Review Commission's authority set forth in this Charter in accordance with the human resources policies established by ordinance;" and

WHEREAS, Section 9.02(5) of the County Charter gives the Personnel Review Commission "[s]ole responsibility for civil service testing for initial and promotional appointments within the classified service of the County in cooperation with the Department of Human Resources."

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. Section 301.01 of the Cuyahoga County Code is hereby amended as follows (additions are bolded and underlined, deletions are stricken):

Section 301.01 Powers and Duties

Pursuant to Article IX of the County Charter, the Personnel Review Commission shall have the following functions:

A. Responsibility for the resolution or disposition of all personnel matters, with authority to appoint hearing officers to hear all employee appeals previously under the jurisdiction of the State Personnel Board of Review, including those of classified employees who work for the County Executive, Prosecuting Attorney, County Planning Commission, and the County Public Defender;

B. for **reviewing and auditing**~~administration of countywide~~ compliance with federal, ~~and state,~~ **and local** laws regarding personnel matters within the County Executive's organization and departments. **This responsibility shall include the authority to submit reports and recommendations to the County Executive and County Council on issues of compliance;**

C. For the County Executive's organization and departments, authority to **review, audit, report and make recommendations regarding the following**~~ensure~~:

1. Pay equity for like positions;
2. Standardization of benefits;
3. Approval of qualifications;
4. Consistent discipline;
5. Training of management in personnel practices;
6. Training of employees in job functions;
- ~~7. Training for total quality management;~~
- ~~8.~~ **7.** Consistent administration of performance management system;
- ~~9. Coordination of recruitment; and~~
- ~~10. Compliance with ethics resolutions or ordinances as passed by the Council.~~

D. Responsibility for creation of rules and policies related to the Personnel Review Commission's authority set forth in the Charter in accordance with the human resources policies established **by ordinance**~~in the County Code~~;

E. **Sole responsibility for civil service testing for initial and promotional appointments within the classified service of the County in cooperation with the Department of Human Resources**~~Responsibility for administering a clear, countywide classification and salary administration system; and~~

F. Such other functions as may be deemed necessary by the Council for the Commission to carry out its mission and purpose, ~~as provided in other provisions of this Code.~~

SECTION 2. Section 303.03 of the Cuyahoga County Code is hereby amended to read as follows (additions are bolded and underlined, deletions stricken):

Section 303.03

A. General Provisions

The Cuyahoga County Personnel Review Commission shall provide for the:

1. Administration, preparation, conducting, grading, and validation of all competitive examinations for positions in the County's classified service;
2. Evaluation of qualifications for all noncompetitive positions in the County's classified service; and
3. Preparation and maintenance of eligibility lists containing the names, scores, and rankings of persons qualified for appointment to positions in the classified service.

B. Announcements & Applications

The Cuyahoga County Personnel Review Commission shall give reasonable notice of the time, place, and general scope of competitive examinations for positions in the County's classified civil service. Examination announcements shall be posted electronically on both the Personnel Review Commission's and Cuyahoga County's website.

Applicants for classified civil service positions shall file one application that will serve as both the request to take the examination and as the application for employment with the County.

C. Rejection of Applicants

All applications shall be reviewed by the Cuyahoga County Personnel Review Commission. Applications may be rejected for any of the following reasons:

1. It was not filed within the prescribed time period.
2. That the applicant has not met one or more of the minimum requirements of the position.
3. That the applicant has made a false statement on the application.
4. Any other just or reasonable cause that is job-related and non-discriminatory as determined by the Personnel Review Commission.

Upon rejecting any application, the Personnel Review Commission shall promptly notify the applicant of the reason for the rejection at the electronic mail address provided on the application. The applicant may, within five (5) calendar days after the date of the notice, file with the Personnel Review Commission a Request for Reconsideration. The Personnel Review Commission will not consider requests that contest the qualifications established for the position. If a request for reconsideration from a rejection is pending at the time an examination is scheduled to be held, the applicant shall be allowed to take the examination pending the resolution of the request. If after review, it is determined that the rejection is justified, the applicant's examination shall not be graded. Consideration of an applicant's request for reconsideration shall not be quasi-judicial and shall not

result in a final order that entitles the applicant to an administrative appeal to the Personnel Review Commission.

D. Fraud

Fraud in examinations is prohibited and shall result in automatic disqualification. No person shall:

1. Falsely mark, grade, estimate or report upon the examination or proper standing of any person examined, registered or certified pursuant to the provisions of the civil service law, or aid in so doing;
2. Make any false representations concerning the results of such examination or concerning any person examined;
3. Furnish to another person special or secret information for the purpose of either improving or injuring the prospects or chances of another person so examined, registered or certified, or to be appointed, employed or promoted;
4. Impersonate another person, or permit or aid in any manner another person to impersonate a candidate, in connection with any examination, registration or appointment or application or request to be examined, registered or appointed;
5. Furnish false information about himself/herself, or other person, in connection with any examination, registration, or appointment or application or request to be examined (including a request for examination rescheduling or reasonable accommodation), registered or appointed;
6. Make known or assist in making known to any applicant for examination any question to be asked on such examination;
7. Acquire, through fraudulent means, any exam content or question(s) to be asked on the examination prior to the examination; or
8. Personally solicit a favor from any appointing officer, or have any person on his/her behalf solicit a favor pertaining to the testing procedures of the Personnel Review Commission.

Any person or persons attempting to deceive any of the examiners in any manner whatsoever as described above, shall be prohibited from taking any examination for employment with Cuyahoga County for a period of two (2) years. If the person is already employed by the County, such conduct shall be grounds for disciplinary action, the Personnel Review Commission shall notify the Director of HR upon learning of any such conduct.

E. Method of Grading

The method of grading, including the setting of minimum passing scores, weighting of multiple test components, rank ordering, banding, or any other consideration in determining a candidate's score on an employment test, shall be

determined by the Personnel Review Commission on a test-by-test basis.

F. Military Service Credit

Any person who has been honorably discharged from the uniformed services or transferred to the reserve with evidence of satisfactory service may file with the Commission Form DD214, member copy 4 as proof of military service, and, upon verification, the person shall receive an additional credit of 5% of the maximum score for the examination, provided the candidate has received a passing grade in all phases of the examination before addition of the military service credit.

Any person in good standing of a reserve component of the armed forces of the United States who successfully completes the member's initial entry-level training may submit to the Commission proof of such completion, and, upon verification, the person shall receive an additional credit of 5% of the maximum score for the examination, provided the candidate has received a passing grade in all phases of the examination before addition of the military service credit.

As used in this Section, "uniformed services" and "reserve component" include service in the Army, Navy, Marine Corps, Air Force, Coast Guard, Army Reserve, Naval Reserve, Marine Corps Reserve, Air Force Reserve, Coast Guard Reserve, Army National Guard, Air National Guard, Commissioned Corps of the Public Health Service, or any other category of persons designated by the President in time of war or emergency.

G. Noncompetitive Examinations

For positions designated as noncompetitive, the Personnel Review Commission may suspend competition. Applicants for noncompetitive positions shall file an application, together with such proof of education, training, experience, ability and character, as shall be set forth in the examination announcement. The Personnel Review Commission shall evaluate the applications to determine if the applicants meet the minimum requirements of the class specifications for the class being examined. Following this review, an eligibility list shall be prepared including the names of all applicants who met the minimum requirements. Applicants will appear in alphabetical order.

H. Eligibility Lists

Eligibility lists shall remain in force not longer than one (1) year; however, the Personnel Review Commission may, at its discretion, extend the duration of an eligibility list.

I. ~~Breaking~~**Ranking** Tie Grades

In the event two (2) or more candidates receive the same grade on an open competitive examination in which rank ordering is used in establishing the eligibility list, those candidates shall receive the same rank on the eligibility list. Within that same rank, those candidates shall appear on the eligibility list in alphabetical order. ~~In the event two (2) or more candidates receive the same grade on an open competitive examination in which rank ordering is used in establishing the eligibility list, priority in the time of filing the application shall~~

~~determine the order in which their names shall be placed on the eligibility list; candidates eligible for Military Service Credit shall receive priority in rank on the eligible list over non-veterans on the list with a rating equal to that of the veteran. Ties among candidates receiving Military Service Credit shall be decided by which application was filed earlier.~~

J. Removal from List

Upon receiving notification from the Appointing Authority, Director of HR, or the PRC Director, names may be removed from an eligibility list for the following reasons:

1. At the request of the eligible candidate.
2. After declining a conditional offer for the position.
3. After three certifications or considerations without receiving a conditional offer.
4. Failure to pass a pre-employment background check and/or drug or alcohol screen.
5. Failure to appear for an interview.
6. Inability to contact the candidate via the contact information on file with the Commission .
7. Practice or attempt to practice any deception in his or her application or in securing eligibility or appointment.
8. Any just or reasonable cause that is job-related and non-discriminatory.

For the purpose of this rule, “removal” from an eligibility list constitutes the removal of the candidate from consideration in any current or future hiring process for the life of the list. This does not mean a candidate’s name will be removed from the eligibility list posted on the PRC’s website. Once the eligibility list is posted on the PRC’s website, it will not be modified or removed until the list expires, the list is exhausted, or the Commission must correct an error on the list.

~~If a current County probationary employee appears on an eligibility list for a classification that would be considered a promotion, and that employee is not eligible for promotion per the Cuyahoga County Personnel Policies and Procedures Manual, that employee will be temporarily removed from the eligibility list pending completion of the probationary period. Upon receipt of verification that the employee has successfully completed the probationary period, the employee will be reinstated to the eligibility list.~~

If a candidate requests removal, and the request is based on illness, military service, or conflict with schooling, that candidate may be restored for

consideration when that candidate indicates renewed availability for consideration if the eligibility list is still in effect as provided in Section 303.03(H). If a candidate's name is removed for any of the other reasons set forth in this Section, the candidate may make a written request for reconsideration to the Personnel Review Commission for the restoration of his or her name to the eligibility list. Such request shall be made within five (5) calendar days of the date the notification of removal from the list was electronically mailed and shall set forth why the removal was in error, stating the reasons that would justify restoration to the list, and providing evidence of the same. The request shall be made in the manner provided by the Administrative Rules of the Personnel Review Commission. Only requests made using the proper form and submitted by the deadline will be considered. Restoration to the eligibility list is within the sole discretion of the Personnel Review Commission. However, consideration of a candidate's request for restoration shall not be quasi-judicial and shall not result in a final order that entitles the candidate to an administrative appeal to the Personnel Review Commission.

K. Certification

1. Certification Request

Upon establishing an eligibility list, the Commission, through its staff, shall certify names to the Appointing Authority to fill the next vacancy in the classification. This certification is made to the Appointing Authority via the Department of Human Resources. **If any vacancies remain after a conditional offer is extended, the Appointing Authority, through HR, may submit a written request for an additional certification to the Commission's staff unless all remaining names have already been certified.** ~~For each vacancy beyond the first, the Appointing Authority, through HR, shall submit a written request for certification to the Commission's staff unless all remaining names have already been certified.~~

2. Number of Names to be Certified

When certifying names from an eligibility list established through competitive means, the Commission, through its staff, shall certify the names and rank of the top twenty-five percent (25%) or a minimum of ten (10) names, whichever is greater, of the candidates remaining on the eligibility list for the class to which the position is classified. **If the last name to be certified from the eligibility list has the same rank as other names, then all names that share that rank shall be certified.** When certifying names from an eligibility list established through noncompetitive means, the Commission, through its staff, shall certify all of the names remaining on the eligibility list for the class to which the position is classified.

If a name has been certified to an Appointing Authority, and sufficient justification is found to remove that name from the eligibility list per Rule 9.05 before a conditional offer has been extended from that certification, the name will be removed. **After removing the name, if fewer than the top twenty-five percent (25%) or fewer than a minimum of ten (10) names —**

whichever is greater — remain from the original certification, then and a replacement name will be certified to the Appointing Authority. The replacement name will be the highest-ranked name remaining on the eligibility list that was not already certified to the Appointing Authority. If the highest-ranked name remaining on the eligibility list has the same rank as other names remaining on the eligibility list, then all names that share that rank shall be certified to the Appointing Authority.

When fewer than ten (10) names remain on the eligibility list at the time a certification is made, the Commission may certify fewer than ten (10) names and a new examination may be scheduled. If all names remaining on an eligibility list have been certified to an Appointing Authority and there is sufficient justification to remove any names per Rule 9.05 such that the number of remaining names is fewer than ten (10) before a conditional offer is extended, a new examination may also be scheduled.

3. Merging New Names into an Existing Eligibility List

When a new examination is scheduled due to fewer than ten names remaining on an active eligibility list, or due to any other reason deemed necessary and appropriate by the Commission, and the results of that examination are to be posted prior to the expiration of that list, the names of those persons who pass the new examination shall be merged with those who remain on the original list.

The same examination and passing score used to establish the original eligibility list shall be used for the new examination. All candidates who pass either the original or new examination shall be placed on the eligibility list in rank order according to their examination scores. In the case of noncompetitive examinations, all candidates who met the minimum requirements of the classification during either the original or new announcement period shall appear on the eligibility list in alphabetical order. The Commission will then certify names per Rule 10.02.

Names appearing on the eligibility list are considered for the duration of the original eligibility list on which they first appeared, as described in Rule 9.02. However, those names may be extended at the discretion of the Commission, as described in Rule 9.02.

4. Certification Not More Than Three Times

A person certified three (3) times from the same eligibility list to the same Appointing Authority without receiving a conditional offer of employment may be omitted from future certifications. For the purposes of this Rule, a person must have been certified from the eligibility list per Rule 10.01, and the Appointing Authority must have extended conditional offers to three (3) other certified names. A person certified from the same eligibility list three (3) times to the same Appointing Authority may be omitted from future certifications. A person is “certified,” for purposes of this section, each

~~time a conditional offer is extended from an established eligibility list containing that person's name.~~

SECTION 3. Section 303.06 of the Cuyahoga County Code is hereby amended to read as follows (additions are bolded and underlined, deletions stricken):

Section 303.06

In furtherance of the Commission's Charter mandated duty to **audit and report on the County's**~~ensure~~ compliance with federal, state and local employment laws, the Commission may conduct an inquiry when, upon written complaint or on its own motion, it has reason to believe that an individual is abusing the power of appointment, layoff, removal, reduction, suspension, or otherwise violating laws, rules or ordinances that the Personnel Review Commission is charged with enforcing. The Commission shall determine the procedures for conducting such inquiries and adopt such procedures in its Administrative Rules. The inquiries shall not be quasi-judicial and shall not result in a final order that entitles the applicant to an administrative appeal to the Personnel Review Commission. The Personnel Review Commission shall make a report of its findings to the County Council.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Ordinance No. O2025-0004

| | |
|---|---|
| Sponsored by: Councilmembers Houser, Turner, Schleper, Simon, Miller and Jones | An Ordinance amending Sections 1501.01 and 1501.02 of the Cuyahoga County Code and Section 3.02 of the Cuyahoga County Employee Handbook to prohibit discrimination on the basis of a person's hair texture or hair style commonly associated with a particular race or national origin in the areas of housing, employment, and places of public accommodation. |
| Co-sponsored by: County Executive Ronayne | |

WHEREAS, this legislation, known as the Cuyahoga County CROWN Ordinance, affirms the right of individuals to wear their natural hair without fear of discrimination in housing, employment, or public accommodations.

WHEREAS, Racial and national origin discrimination can and do occur because of longstanding racial and national origin biases and stereotypes associated with hair texture and style; and

WHEREAS, The Project Noir survey of 1,324 Black women in Northeast Ohio conducted by Enlightened Solutions reports that 68% of respondents were subjected to inappropriate comments about their features such as hair in the workplace, and 51% were retaliated against when they objected to such inappropriate comments; and

WHEREAS, Cuyahoga County Council has determined to prohibit discrimination on the basis of a person's hair texture or hairstyle commonly associated with a particular race or national origin in the areas of housing, employment, and places of public accommodation.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. Section 1501.01 of the Cuyahoga County Code is hereby amended to add as follows (additions are underlined, deletions stricken):

Section 1501.01: Definitions

As used in this chapter of the Cuyahoga County Code:

A. The prohibitions in this Title concerning “Age” mean individuals who are at least forty (40) years old.

B. “Burial Lot” means any lot for the burial of deceased persons within any public burial ground or cemetery, including but not limited to, cemeteries owned and operated by companies or associations incorporated for cemetery purposes.

C. “Commission” means the Human Rights Commission created by Section 206.13.

D. “Complaint” means any petition or written statement under oath that alleges a violation of and/or discriminatory practice or act under this Title.

E. “Complainant” means any person who claims to have suffered an injury under this Title.

F. “Conciliation Agreement” means a written agreement resolving or otherwise disposing of issues raised by a Complaint through informal negotiations, and which is entered by the parties and the Commission or prior to an adjudicatory hearing.

G. “Disability” means a physical or mental impairment that substantially limits one (1) or more major life activities, including the functions of caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working; a record of a physical or mental impairment; or being regarded as having a physical or mental impairment.

H. “Physical or mental impairment” includes any of the following:

1. Any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one (1) or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive; digestive; genito-urinary; hemic and lymphatic; skin; and endocrine;
2. Any mental or psychological disorder, including but not limited to an intellectual disability, organic brain syndrome, emotional or mental illness, and learning disabilities;
3. Diseases and conditions, including, but not limited to, orthopedic, visual, speech, and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, human immunodeficiency virus infection, intellectual disability, emotional illness, drug addiction, and alcoholism.

I. “Substantially limits” means the ability of an individual to perform a major life activity as compared to most people in the general population. An impairment need not prevent, or significantly or severely restrict, the individual from performing a major life activity to be considered substantially limiting.

A determination of whether a physical or mental impairment substantially limits a major life activity should be made without regard to the ameliorative effects of mitigating measures, except ordinary eyeglasses and contact lenses.

An impairment that is episodic in nature or in remission is a disability if it would substantially limit a major life activity when active.

J. “Physical or mental impairment” does not include any of the following:

1. Pedophilia, exhibitionism, voyeurism, or any other sexual or behavioral disorders;
2. Compulsive gambling, kleptomania, or pyromania;
3. Psychoactive substance use disorders resulting from current illegal use of controlled substance and current use of alcoholic beverages.

K. “Discriminate and discrimination” includes the segregation, separation, maltreatment, ill-treatment, or any unfavorable difference in treatment based on race, color, religion, military status, national origin, disability, age, ancestry, familial status, sex, sexual orientation, gender identity or expression.

L. “Employee” means an individual employed by any employer and includes “independent worker and/or contractor,” but does not include any individual employed in the domestic service of any person.

M. “Employer” means any person who employs four (4) or more persons, within the County of Cuyahoga.

N. “Employment Agency” means any persons regularly undertaking with or without compensation, to procure opportunities for employment or to procure, recruit, refer, or place employees.

O. The prohibitions in this Title concerning “Familial Status” means individuals who fit either of the following circumstances:

1. One (1) or more individuals who are under eighteen (18) years of age and who are domiciled with a parent or guardian having legal custody of the individual or domiciled, with the written permission of the parent or guardian having legal custody, with a designee of the parent or guardian;
2. Any person who is pregnant or in the process of securing legal custody of any individual who is under eighteen (18) years of age;

P. “Family” includes a single individual, civil unions, and same-sex or heterosexual-marriage based relationships.

Q. “Gender identity or expression” means an individual’s actual or perceived gender-related identity, appearance, expression, mannerisms, or other gender-related characteristics, regardless of the individual’s designated sex at birth.

R. “Housing accommodations” includes any building or structure or portion thereof, which is used or occupied or is intended, arranged, or designed to be used or occupied as a home residence, or sleeping place of one or more individuals, groups or families, whether living independently of each other; and any vacant land offered for sale or lease. It also includes any housing accommodations held or offered for sale or rent by a real estate broker, salesperson, or agent, or by any other person pursuant to authorization of the owner, by the owner, or by such person’s legal representative.

S. “Labor organization” includes any organization that exists for the purpose, in whole or in part, of collective bargaining or other mutual aid or protection in relation to employment.

T. “Mediation” means an informal conference held by a neutral third party to help the parties resolve their disputes prior to a hearing on Complaint filed under this Title.

U. “Military Status” means any person who is engaged in the “service in the uniformed services, a member of “uniformed services” or veteran.

V. “Person” includes one (1) or more individuals, partnerships, associations, organizations, corporations, legal representatives, trustees, and trustees in bankruptcy, receivers, and other organized groups of persons. It also includes, but is not limited to, any owner, lessor, assignor, builder, manager, broker, salesperson, appraiser, agent, employee, and lending institutions.

W. “Place of public accommodation” means any hotel, motel, inn, restaurant, eating establishment, public swimming pool, public sports facility, public sports arena, theme park, amusement parks, museum, barbershop, public conveyance by air, land or water, movie theater, music arena, concert hall, performing arts venue, theater, store, or other place for the sale of merchandise to the public, or any other place of public accommodation or amusement where the accommodation advantages, facilities, or privileges thereof are available to the public.

X. “Respondent” means any person, business entity, organization or agency who is notified to defend or substantiate their alleged discriminatory actions or activities under this Title.

Y. “Restrictive covenant” means any specification in a contract, deed, land-contract, or lease limiting the transfer, rental, lease or other use of any housing accommodations because of race, color, religion, military status, national origin,

disability, age, ancestry, familial status, sex, sexual orientation, or gender identity or expression or any limitation based upon affiliation with or approval by any person, directly or indirectly, employing race, color, religion, military status, national origin, disability, age, ancestry, familial status, sex, sexual orientation, or gender identity or expression as a condition of affiliation or approval.

Z. “Service in the Uniformed Services” means the performance of duty, on a voluntary or involuntary basis, in a uniformed service, under competent authority, and includes active duty, active duty for training, initial active duty for training, inactive duty for training, full-time national guard duty, reserve duty in uniform, and performance of duty or training by a member of the Ohio organized militia pursuant to Chapter 5923 of the Ohio Revised Code. “Service in the uniformed services” includes also the period of time for which a person is absent from a position of public or private employment for the purpose of an examination to determine the fitness of the person to perform any duty described in this division.

AA. The terms “because of sex” and “on the basis of sex” include, but are not limited to, because of or on the basis of pregnancy, any illness arising out of and occurring during the course of a pregnancy, childbirth, or related medical conditions, breastfeeding or pumping, or other sexual or reproductive health decisions. For the purposes of this Chapter, the term “sexual or reproductive health decisions” means decisions relating to the use or intended use of products or services for contraception, sterilization, fertility treatment, pregnancy or its termination, hormone therapy including that which alters gender expression or affirms gender identity, or medical treatments that affirm gender identity. Nothing in this division shall be construed to require an employer to provide health insurance benefits for sexual or reproductive health products or services.

AB. “Sexual orientation” means homosexuality, bisexuality, or heterosexuality.

AC. “Uniformed services” means the Armed Forces, the Ohio organized militia when engaged in active duty for training, inactive duty training, or full-time national guard duty, the commissioned corps of the public health service, and any other category of persons designated by the president of the United States in time of war or emergency.

AD. “Unlawful discriminatory practice” means any act prohibited under this Title.

AE. “Veteran” means any person who has completed service in the armed forces, including the national guard of any state, or a reserve component of the armed forces.

AF. For purposes of this Title, “race,” “based on race,” or “because of race” includes discrimination against any person based on the person’s hair texture or hairstyle, if that hair texture or hairstyle is commonly associated with a particular race or national origin (including, but not limited to, a hairstyle in which hair is tightly coiled or tightly curled, locs, cornrows, twists, braids, Bantu knots, and Afros).

SECTION 2 Section 1501.02 of the Cuyahoga County Code is hereby amended to read as follows (additions are underlined, deletions stricken):

Section 1501.02 Prohibited Discriminatory Practices

A. Fair Housing

1. It shall be an unlawful discriminatory practice for any person to:

- a. Refuse to sell, transfer, assign, rent, lease, sublease, finance or otherwise deny, withhold, or discriminate against any person in housing accommodations because of race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression of any prospective owner, occupant, or user of such housing accommodations;
- b. Represent to any person for a discriminatory purpose that housing accommodations are not available, or unavailable for inspection when in fact they are so available;
- c. Refuse to lend money or extend credit, whether or not secured by mortgage or otherwise, for the rental, acquisition, construction, rehabilitation, repair, or maintenance of housing accommodations or otherwise withhold financing of housing accommodations from any person because of based on race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression of any present or prospective owner, occupant, or user of such housing accommodations, provided such person, whether an individual, corporation, or association of any type, lends money as one of the principal aspects of their business or incidental to their principal business; but not as long as the lending is part of the purchase price of an owner-occupied residence who is selling their own residence or when such residence is sold by owner to a relative or friend;
- d. Discriminate against any person in the terms or conditions of selling, transferring, assigning, renting, leasing or, subleasing any housing accommodations or in furnishing facilities, services, or privileges in connection with the ownership, occupancy or use of any housing accommodations, including the sale of fire, extended coverage, or homeowners insurance, because of race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation,

or gender identity or expression of any present or prospective owner, occupant, or user of such housing accommodations;

e. Discriminate against any person in the terms or conditions of any loan of money or credit extension, whether or not secured by mortgage or otherwise, for the acquisition, construction, rehabilitation, repair, or maintenance of any housing accommodations because of race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression of any present or prospective owner, occupant, or user of such housing accommodations;

f. Make, print, publish, or circulate any statement or advertisement relating to the sale, transfer, assignment, rental, lease, sublease, or acquisition of any housing accommodations or the loan of money or credit extension, whether or not secured by mortgage or otherwise, for the acquisition, construction, rehabilitation, repair, or maintenance of housing accommodations which indicates any preference, limitation, specification, or discrimination based upon race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression, of any present or prospective owner, occupant, or user of such housing accommodations;

g. Make any inquiry, elicit any information, or make or keep any record, or use any form of application containing questions or entries concerning race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression, in connection with the sale, rent, or lease of any housing accommodations or the loan of any money or extension of credit, whether or not secured by a mortgage or otherwise, for the acquisition, construction, rehabilitation, repair or maintenance of housing accommodations;

h. Include in any contract, deed, land-contract, or lease of housing accommodations any restrictive covenant, or honor or exercise, or attempt to honor or exercise, any restrictive covenant, that would prohibit, restrict, or limit the sale, transfer, assignment, rental lease, sublease, or finance of housing accommodations to or for any person because of race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression of any prospective owner, occupant, or user of such housing accommodations so long as in accordance with the law;

i. Induce or solicit, or attempt to induce or solicit, any housing accommodations listing, sale, rent, or transaction by representing that a

change has occurred or may occur in the block, neighborhood, or area in which the housing accommodations are located, which change is related to the presence or anticipated presence of any persons based on race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression;

j. Induce or solicit or attempt to induce or solicit, any housing accommodations listing, sale, rent, or transaction by representing that the presence or anticipated presence of persons of any race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression in the area will or may negatively impact the property, including, but not limited to:

- i. The lowering of property values;
- ii. A refusal by current or prospective neighbors to live in the area;
- iii. An increase in criminal or antisocial behavior in the area; or
- iv. A decline in the quality of schools serving the area.

k. Discourage or attempt to discourage the purchase by prospective purchasers of any housing accommodations by representing that any block, neighborhood, or area has or might undergo a change based upon race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression of the residents;

l. Deny any person access to or membership or participation in any multiple listing service, real estate, brokers' organization, or other service, organization, or facility relating to the business of selling or renting housing accommodations, or to discriminate against them in the terms of conditions of such access, membership, or participation, on account of race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression;

m. Coerce, intimidate, threaten, or interfere with any person in the exercise or enjoyment of, or because of that person's having exercised or enjoyed, or on account of having aided or encouraged any other person in the exercise or enjoyment of, any right granted or protected by this section;

n. Whether or not acting under color of law, by force or threat of force willfully injure, intimidate or interfere with, or attempt to injure, intimidate, or interfere with:

i. Any person based on race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression and because that person is or has been selling, purchasing, renting, financing, occupying or contracting or negotiating for the sale, purchase, rental, financing, or occupation of any dwelling, or applying for or participating in any service, organization, or facility relating to the business of selling or renting housing accommodations;

ii. Any person because that person is or has been, or to intimidate such person or any other person or any class of persons from:

a. Participating, without discrimination based on race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression in any of the activities, services, organizations, or facilities described in this Section;

b. Affording another person or class of persons the opportunity or protection so to participate; or

c. Discouraging any person from lawfully aiding or encouraging other persons to participate, without discrimination on account of based on race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression in any of the activities, services, organizations, or facilities described in division of this Section, or participating lawfully in speech or peaceful assembly opposing any denial of the opportunity to so participate.

o. Refuse to sell, transfer, assign, rent or lease, sublease, finance or otherwise deny or withhold a burial lot from any person because of race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression of any prospective owner or user of such lot; or

p. For any person to discriminate in any manner against any other person because that person has opposed any unlawful discriminatory practice defined in this Title, or because that person has made a charge, testified, assisted, or participated in any manner, in any investigation, proceeding, or hearing under the provisions of this Title.

2. Exemptions:

a. Nothing in this Section shall bar any religious or denominational institution or organization, or any nonprofit charitable or educational organization that is operated, supervised, or controlled by or in connection with a religious organization, from limiting the sale, rental, or occupancy of housing accommodations that it owns or operates for other than a commercial purpose to persons of the same religion, or from giving preference in the sale, rental, or occupancy of such housing accommodations to persons of the same religion, unless membership in the religion is restricted on account of race, color, religion, military status, national origin, disability, ancestry, sex, familial status, sexual orientation, or gender identity or expression.

b. Nothing in this Section shall bar any bona fide private or fraternal organization that, incidental to its primary purpose, owns or operates lodgings for other than a commercial purpose, from limiting the rental or occupancy of the lodgings to its members or from giving preference to its members.

c. Nothing in this Section limits the applicability of any reasonable local, state, or federal restrictions regarding the maximum number of occupants permitted to occupy housing accommodations. Nothing in that division prohibits the owners or managers of housing accommodations from implementing reasonable occupancy standards based on the number and size of sleeping areas or bedrooms and the overall size of a dwelling unit, provided that the standards are not implemented to circumvent the purposes of this chapter and are formulated, implemented, and interpreted in a manner consistent with this chapter and any applicable local, state, or federal restrictions regarding the maximum number of occupants permitted to occupy housing accommodations.

d. Nothing in this Section requires that housing accommodations be made available to an individual whose tenancy would constitute a direct threat to the health or safety of other individuals or whose tenancy would result in substantial physical damage to the property of others.

e. Nothing in this Section pertaining to discrimination based on familial status shall be construed to apply to any of the following:

i. Housing accommodations provided under any state or federal program that have been determined under the “Fair Housing Amendments Act of 1988,” 102 Stat. 1623, 42 U.S.C. 3607, as amended, to be specifically designed and operated to assist elderly persons;

ii. Housing accommodations intended for and solely occupied by persons who are sixty-two years of age or older;

iii. Housing accommodations intended and operated for occupancy by at least one person who is fifty-five years of age or older per unit, as determined under the “Fair Housing Amendments Act of 1988,” 102 Stat. 1623, 42 U.S.C. 3607, as amended.

f. Nothing in Section shall be construed to require any person selling or renting property to modify the property in any way or to exercise a higher degree of care for a person with a disability, to relieve any person with a disability of any obligation generally imposed on all persons regardless of disability in a written lease, rental agreement, or contract of purchase or sale, or to forbid distinctions based on the inability to fulfill the terms and conditions, including financial obligations, of the lease, agreement, or contract.

g. The provisions of this Section relating to the rental of a dwelling shall not apply to the following:

i. If the dwelling unit is inadequate, under applicable laws and ordinances relating to occupancy, to house all persons who intend to live there;

ii. The refusal to rent to a person because the person is under the age of majority;

iii. Solely with respect to age and familial status, to the restriction of the sale, rental or lease of housing accommodations exclusively to individuals 62 years of age or older and the spouse of any such individual, or for housing intended and operated for occupancy by at least one individual 55 years of age or older per unit;

iv. To limit a landlord’s right to establish and enforce legitimate business practices necessary to protect and manage the rental property, such as the use of references. Further, nothing in this section requires that a housing accommodation or multiple dwelling be made available to an individual whose tenancy would constitute a direct threat to the health or safety of their individuals or whose tenancy would result in substantial physical damage to the property of others. However, this

subdivision shall not be used as a pretext for discrimination in violation of this Section.

B. Unlawful Employment Practices

1. It shall be an unlawful discriminatory practice, except where based upon applicable national security regulations established by the United States:

a. For any employer, because of race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression, to discharge without cause, to refuse to hire a person or otherwise to discriminate against any person with respect to hire, promotion, tenure, discharge, or any terms, conditions or privileges of employment, or any matter related to employment;

b. For any employer, employment agency, or labor organization to establish, announce or follow a policy discriminating against, denying, or limiting, the employment or membership opportunities of any person or group of persons because of race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression;

c. For any employer, labor organization, or joint labor-management committee controlling apprentice training programs to discriminate against any person because of that person's race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression in admission to employment in any program established to provide apprentice training;

d. For any employer, employment agency, or labor organization to publish or circulate, or to cause to be published or circulated, any notice or advertisement relating to employment or membership which indicates any preference, limitation, specification or discrimination based upon race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression;

e. For any person seeking employment to publish or to cause to be published any advertisement which specifies or in any manner indicates that person's race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression of any prospective employer;

f. For any employment agency to refuse or fail to accept, register, classify properly, or refer for employment or otherwise to discriminate against any person because of a person's race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression;

g. For any employer, employment agency, or labor organization to utilize in the recruitment or hiring of persons, any employment agency, placement service, labor organization, training school or center, or any other employee-referring source, known to discriminate against persons because of race color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression;

h. For any labor organization to discriminate against any person or limit that person's employment opportunities, or otherwise adversely affect that person's status as an employee, or that person's wages, hours, or employment conditions, because of race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, gender identity or expression;

i. For an employment agency, to comply with, accommodate, or otherwise assist with locating an employee related to a request from an employer for referral of applicants for employment if the request indicates that the employer fails, or may fail, to comply with this Title;

j. For any labor organization to limit or classify its membership based on race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression;

k. Except where based on a bona fide occupational qualification, for any employer, employment agency or labor organization to:

i. Elicit or attempt to elicit any information concerning the race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression of an applicant for employment or membership;

ii. Use any form of application for employment or personnel or membership blank seeking to elicit information regarding race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression but an employer holding a contract containing a non-discrimination clause with the government of the United States or any department or agency thereof,

may require an employee or applicant for employment to furnish documentary proof of United States citizenship and may retain such proof in the employer's personnel records and may use photographic or fingerprint identification for security purposes;

iii, Voluntary requests for demographic information by an employer to aid in Diversity and Inclusion efforts are not unlawful.

iv. For any employer, employment agency or labor organization to discriminate against any person because that person has opposed any practice forbidden by this Title, or because that person has made a complaint or assisted in any manner in any investigation or proceeding or hearing under this Title.

v. For any person to aid, incite, compel, coerce, or participate in the doing of any act declared to be an unlawful discriminatory practice by this Title, or to obstruct or prevent any person from enforcing or complying with the provisions of this Title, or to attempt to commit any act declared by this Title, to be an unlawful discriminatory practice by this Title, or to attempt to obstruct or prevent any person from enforcing or complying with the provisions of this chapter, or to attempt to commit any act declared by this Title, to be an unlawful discriminatory practice.

2. Exemptions. This section does not apply to a religious corporation, association, educational institution, or society with respect to the employment of an individual of a particular religion to perform work connected with the carrying on by that religious corporation, association, educational institution, or society of religious activities. **Nothing in this section shall be construed to prohibit an employer from enforcing health or safety standards, provided such standards are applied equally and are not designed or used as a pretext for discrimination on the basis of hair texture or hairstyle.**

C. Unlawful Discrimination in a Place of Public Accommodations.

1. It shall be an unlawful discriminatory practice:

a. For any proprietor or any employee, agent, keeper, or manager of a place of public accommodation to deny, discriminate against, or treat differently any person except for reasons applicable alike to all persons regardless of race, color, religion, military status, national origin, disability, age, ancestry, sex, sexual orientation, or gender identity or expression the full

enjoyment of the accommodations, advantages, facilities, or privileges of a place of public accommodation;

b. For any person to knowingly aid, incite, compel, coerce, or participate in the doing of any act declared to be an unlawful discriminatory practice under this Section.

D. False Complaints

No person shall knowingly file a complaint including false or fraudulent information, submitted in bad faith with the intent to defame or to cause other reputational or material harm to an individual or organization. A determination or finding by the Commission that a complaint is unsubstantiated is, alone, insufficient to prove the existence of a false complaint. Upon a finding by the Commission that a Complainant has filed a false complaint, the Commission may impose a civil penalty on the Complainant as provided in Section 1501.05.

E. Diversity and Inclusion Efforts

1. Unless otherwise prohibited by law, nothing contained in this Title shall be construed to prohibit diversity and inclusion efforts and promotional activities and practices designed primarily to encourage participation by members of any historically marginalized protected group, in furtherance of the purposes of this Title.

2. It shall not be an unlawful discriminatory practice for any person to carry out an affirmative action plan. An affirmative action plan is any plan devised to effectuate remedial or corrective action taken in response to past discriminatory practices against a historically marginalized group, or as otherwise required by state or federal law.

SECTION 3. Section 1501.03(A) of the Cuyahoga County Code is hereby amended to read as follows (additions are underlined, deletions stricken):

Section 1501.03: Complaint and Enforcement Procedure

A. Complaints.

1. Whenever it is alleged in writing and under oath, by a person, referred to as the "Complainant", that any person, employer, employment agency, and/or labor organization referred to as the "Respondent", has engaged or is engaging in any unlawful discriminatory practice or act as defined in Section 1501.02 of this Title or is engaging in or has engaged in conversion therapy as defined in Section 1501.08 of this Title, the Commission or its authorized designee must

determine immediately, no later than five (5) business days of receipt of the Complaint, whether a Complaint of discrimination alleges a violation based on race, color, religion, military status, national origin, disability, age, ancestry, familial status, sex, sexual orientation, or gender identity or expression.

2. If the Complaint alleges a violation based on race, color, religion, military status, national origin, disability, age, ancestry, or sex, or familial status, the Complainant shall immediately be instructed to file a charge of discrimination, if he or she chooses, with the Ohio Civil Rights Commission (OCRC) and either the U.S. Department of Housing and Urban Development's Office of Fair Housing and Equal Opportunity (FHEO) or the Equal Employment Opportunity Commission (EEOC):

a. The Commission shall provide the Complainant with information about this requirement and the contact information for the OCRC, FHEO, and EEOC.

b. The Complainant shall be notified no later than five (5) business days via Certified Mail of the Commission's decision declining jurisdiction to investigate and hear the Complaint.

3. Complaints of discrimination alleging a violation of this Title based on sexual orientation or gender identity or expression, along with an allegation of race, color, religion, military status, national origin, disability, age, ancestry, familial status, or sex discrimination (a "hybrid complaint") may be subject to deferral to the OCRC/FHEO/EEOC as set forth in this section.

a. The Commission shall notify a Complainant of the potential additional rights and remedies available by filing a hybrid charge with OCRC/FHEO/EEOC, and that by failing to file with state and federal authorities the Complainant may forego their right to do so in the future. Such notification shall be in writing and by Certified Mail within five (5) business days via Certified mail of the Commission's decision to refer the Complaint to OCRC/FHEO/EEOC.

b. In the event a Complainant declines, in writing, to file a charge with OCRC/FHEO/EEOC, the Commission may adjudicate the complaint in accordance with this Chapter. In the event a Complainant elects to file a charge with OCRC/FHEO/EEOC, the Commission shall not hear the hybrid complaint while the matter remains pending at the state or federal level unless and until such complaint, in its entirety, reaches a final

disposition; provided, however, nothing in this paragraph prohibits a Complainant from filing a separate complaint as provided in paragraph (A)(4) of this Section.

4. Complaints of discrimination alleging a violation of this Title based exclusively on sexual orientation and/or gender identity or expression, or because of or on the basis of pregnancy, any illness arising out of and occurring during the course of a pregnancy, childbirth, or related medical conditions, breastfeeding or pumping, or other sexual or reproductive health decisions, **complaints alleging a Respondent is engaging in or has engaged in conversion therapy as defined in Section 1501.08 of this Chapter, or complaints alleging a violation of this Title founded exclusively on the basis of a person's hair texture or hair style commonly associated with a particular race or national origin**, or complaints alleging a Respondent is engaging in or has engaged in conversion therapy as defined in Section 1501.08 of this Chapter shall be adjudicated by the Commission in accordance with this Chapter without deferral of the complaint to OCRC/FHEO/EEOC unless and until state or federal law is revised to grant OCRC/FHEO/EEOC jurisdiction to adjudicate allegations of discrimination on the basis of sexual orientation and/or gender identity or expression at which time such complaints may be subject to deferral. If the OCRC/FHEO/EEOC dismisses a charge of discrimination timely filed under this Title based on sexual orientation, gender identity or expression, or any other protected category specified in this Title for lack of jurisdiction, the Complainant may, within thirty (30) days of such dismissal, request the charge to proceed under this Title. Upon the request, the Commission shall handle the case in accordance with this Title.

SECTION 2. Section 3.02 of the Cuyahoga County Employee Handbook is hereby amended to read as follows (additions are underlined):

3.02 Equal Employment Opportunity

The County is committed to providing equal employment opportunities for all individuals regardless of race, color, ancestry, national origin, **hair texture or hairstyle commonly associated with a particular race or national origin**, language, religion, citizenship status, sex, age, marital status, sexual preference or orientation, gender identity/expression, military/veteran status, disability, genetic information, membership in a collective bargaining unit, status with regard to public assistance, or political affiliation.

Equal opportunity extends to all aspects of the employment relationship, including but not limited to hiring, transfers, promotions, training, terminations, working conditions, compensation, benefits, and other terms and conditions of employment.

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Ordinance was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025

Committee(s) Assigned: Human Resources, Appointments & Equity

Additional Sponsorship Requested on the Floor: September 9, 2025

Legislation Substituted in Committee: September 16, 2025

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0276

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| Sponsored by: County Executive Ronayne/Fiscal Officer/Office of Budget and Management | A Resolution amending the 2024/2025 Biennial Operating Budget for 2025 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments; and declaring the necessity that this Resolution become immediately effective. |
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WHEREAS, on December 5, 2023, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2024/2025 (Resolution No. R2023-0285) establishing the 2024/2025 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2025 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the 2024/2025 Biennial Operating Budget for 2025 be amended to provide for the following additional appropriation increases and decreases:

Fund Nos./Budget Accounts

Journal Nos.

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| A. 2280 – Other Health and Safety | BA2528079 |
| PJ280135 – State Homeland Security Project | |
| Other Expenditures | \$ (246,679.28) |

The Department of Public Safety and Justice Services requests an appropriation decrease of \$246,679.28 to close the FY22 State Homeland Security Project grant for the period of September 1, 2021 through July 31, 2025. The original grant award was \$418,928 and \$172,248.72 or 41.1%, of the funds were spent. The funding source is the Ohio Emergency Management Agency. There was no cash match required.

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| B. | 2280 – Other Health and Safety | BA2528080 |
| | PJ280135 – State Homeland Security Project | |
| | Other Expenditures | \$ (6,322.30) |

The Department of Public Safety and Justice Services requests an appropriation decrease of \$6,322.30 to close the FY23 State Homeland Security Project grant for the period of September 1, 2023 through May 31, 2026. The original grant award was \$83,800 and \$77,477.70 or 92.5%, of the funds were spent. The funding source is the Ohio Emergency Management Agency. There was no cash match required.

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| C. | 2285 – Other Judicial | BA2531289 |
| | SH285165 – Law Enforcement CPT | |
| | Other Expenditures | \$ 35,000.00 |

The Sheriff's Department requests an appropriation increase of \$35,000 to cover anticipated training expenses for the remainder of the year. The funding source is the Ohio Attorney General's Office. The current cash balance in the Law Enforcement CPT fund is \$173,668. Revenues for this fund are generated from the State of Ohio for the Continuing Professional Training initiative.

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| D. | 2285 – Other Judicial | BA2531293 |
| | SH285180 – Sheriff Federal Forfeiture | |
| | Other Expenditures | \$ 50,000.00 |

The Sheriff's Department requests an appropriation increase of \$50,000 for the purchase of POV cams and lanyards, mobile dock terminals, and additional unexpected expenses through the remainder of the year. The funding source is Federal Asset Forfeitures. The current cash balance in the Federal Assets Forfeitures fund \$1,227,333. Revenues for this fund are generated from Federal and State forfeitures and seizures.

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| E. | 2285 – Other Judicial | BA2531296 |
| | SH285125 – Sheriff Other Judicial Grants | |
| | Personnel Services | \$ 103,371.70 |

The Sheriff's Department requests an appropriation increase of \$103,371.70 for the Recovery Ohio Major Drug Interdiction grant program for the period of January 1, 2025 through December 31, 2025. The grant will be used to cover personnel costs associated with a Cuyahoga County Sheriff's Deputy assigned to the Ohio Organized Crime Investigations Commission Task Force. This grant was approved by the Board of Control via CON2025-53 on June 2, 2025. The funding source is the Ohio Department of Public Safety, Office of Criminal Justice Services. There is no cash match required.

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| F. 2285 – Other Judicial | BA2531297 |
| SH285175 – US Dept of Justice Grant Sherf | |
| Personnel Services | \$ 17,131.55 |

The Sheriff's Department requests an appropriation increase of \$17,131.55 for 2024 Tier 1 Extradition Reimbursement grant program for the period of July 1, 2024 through June 30, 2025. The grant will be used to reimburse Cuyahoga County Sheriff Deputies overtime costs related to 13 out of state extractions. This grant was approved by the Board of Control via CON2025-58 on June 16, 2025. The funding source is the Ohio Department of Public Safety, Office of Criminal Justice Services. There is no cash match required.

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| G. 2290 – Other Legislative & Exec | BA2536037 |
| EX290100 – County Executive Grants | |
| Personnel Services | \$ 300,000.00 |

The Office of the County Executive requests an appropriation increase of \$300,000 for an award from the George Gund Foundation for support of the Justice Health Equity Officer for the period of October 1, 2025 to December 31, 2026. This is a new grant approved by the Board of Control via CON2025-63. The funding source is the George Gund Foundation. There is no cash match required

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| H. 2290 – Other Legislative & Exec | BA2536038 |
| EX290100 – County Executive Grants | |
| Personnel Services | \$ 96,000.00 |

The Office of the County Executive requests an appropriation increase of \$96,000 for the award from the Cleveland Foundation for support of the 2025-2026 Fellows for the period of July 1, 2025 to August 31, 2026. This is a new grant approved by the Board of Control via CON2025-71. The funding source is the Cleveland Foundation. There is no cash match required

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| I. 2310 – Solid Waste | BA2536039 |
| SW310105 – Market Development | |
| Other Expenditures | \$ 81,000.00 |

The Cuyahoga County Solid Waste District requests an appropriation increase of \$81,000 for the Rust Belt Riders pass through grant to support the purchase of a vehicle for the period of April 1, 2025 to March 31, 2026. This is a new grant approved by the Cuyahoga County Solid Waste District at the Board Meeting held on April 22, 2025. The funding source is Ohio EPA.

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| J. | 2290 – Other Legislative & Exec | BA2536040 |
| | FS290100 – Tax Prepay Special Int Admin | |
| | Other Expenditures | \$ 15,356.00 |

The Fiscal Department requests an appropriation increase of \$15,356 for Easy Pay mailing costs and a check scanner for the period of January 1, 2025 to December 31, 2025. The funding source is Taxpayer Prepay Interest fund which has a current cash balance of \$12,782,171. Revenues for this fund are generated from interest earnings.

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| K. | 2305 – Real Estate Assessment | BA2536042 |
| | FS305100 – Real Estate Assessment Fund | |
| | Other Expenditures | \$ 1,000,000.00 |

The Fiscal Department requests an appropriation increase of \$1,000,000 for Real Estate Assessment Fund contracts for the period of January 1, 2025 to December 31, 2025. The funding source is the Real Estate Assessment Fund which has a current cash balance of \$64,192,741. Revenues for this fund are generated from property tax collections.

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| L. | 2270 – Motor Vehicle Gas Tax | BA2526470 |
| | PW270100 – Administration | |
| | Other Expenditures | \$ 66,000.00 |

Public Works is requests an appropriation increase of \$66,000 for controlled costs and other expenditures for 2025. The funding source is the Road and Bridge Motor Vehicle License and Gas Tax Fund which has a current cash balance of \$54,208,349. Revenues are generated from Motor Vehicle Gas Tax.

| | | |
|----|----------------------------------|------------------|
| M. | 2280 – Other Health & Safety | BA2528043 |
| | PJ280130 – Family Justice Center | |
| | Other Expenditures | \$ 24,500.00 |

The Department of Public Safety and Justice Services requests an appropriation increase of \$24,500 to cover lease payments for space occupied by the Family Justice Center. The funding source is City of Cleveland.

SECTION 2. That the 2024/2025 Biennial Operating Budget for 2025 be amended to provide for the following appropriation transfers:

Fund Nos./Budget Accounts

Journal Nos.

N/A

SECTION 3. That the 2024/2025 Biennial Operating Budget for 2025 be amended to provide for the following cash transfers between County funds:

Fund Nos./Budget Accounts

Journal Nos.

| | |
|--|------------------|
| A. FROM: 2255 – Health and Human Services Levy | CT2534463 |
| FS255105 – HHS Levy 4.8 Subsidies (2024) | |
| Trans Out – Transfer Out | \$ 1,708,333.33 |
| 2257 – HHS Levy 4.7 | |
| FS257110 – HHS Levies 4.7 Subsidies (2020) | |
| Transfer Out – Transfer Out | \$ 1,708,333.33 |
| TO: 2200 – ADAMHS | |
| AB200100 – ADAMHS | |
| Trans In – Transfer In | \$ 3,416,666.66 |

The Office of Budget and Management requests a cash transfer of \$3,416,666.66 for the ADAMHS Board subsidy from the Health and Human Services Levy for September 2025. This is the ninth of twelve transfers approved by the subsidy agreement (execution version 11.21.2023). The funding sources are the 4.7 and 4.8 Health and Human Services Levies.

SECTION 4. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

Journal _____
_____, 20____



To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: September 17, 2025

Re: Fiscal Agenda – 9/23/2025

cc: Katherine Gallagher, Chief of Operations & Community Innovation; Michael Chambers, Fiscal Office; Shawntaye McCurdy, David Razum, Deputy Chief of Communications & Strategy

The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **September 23, 2025**. The requested fiscal items are necessary to reconcile the originally adopted 2025 Budget. Items of note on this agenda include:

- Request to provide appropriation increases/decreases
- Request to provide appropriation transfers
- Request to provide cash transfers

Additional Appropriation Summary – Additional appropriation is requested to cover expenditures that exceed the original estimate and must be supported by a revenue source. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or decertification of an encumbrance.

| Department | Amount Requested | Item | Funding Source | Purpose |
|------------------------------------|------------------|------|---|------------------------|
| Public Safety and Justice Services | \$(246,679.28) | A | Grant – No General/HHS Levy Fund Impact | Appropriation Decrease |
| Public Safety and Justice Services | \$(6,322.30) | B | Grant – No General/HHS Levy Fund Impact | Appropriation Decrease |
| Sheriff's Department | \$35,000.00 | C | Special Revenue – No General/HHS Levy Fund Impact | Appropriation Increase |

| | | | | |
|------------------------------------|----------------|---|---|------------------------|
| Sheriff's Department | \$50,000.00 | D | Special Revenue – No General/HHS Levy Fund Impact | Appropriation Increase |
| Sheriff's Department | \$103,371.70 | E | Grant – No General/HHS Levy Fund Impact | Appropriation Increase |
| Sheriff's Department | \$17,131.55 | F | Grant – No General/HHS Levy Fund Impact | Appropriation Increase |
| County Executive | \$300,000.00 | G | Grant – No General/HHS Levy Fund Impact | Appropriation Increase |
| County Executive | \$96,000.00 | H | Grant – No General/HHS Levy Fund Impact | Appropriation Increase |
| Solid Waste District | \$81,000.00 | I | Grant – No General/HHS Levy Fund Impact | Appropriation Increase |
| Fiscal Department | \$15,356.00 | J | Special Revenue – No General/HHS Levy Fund Impact | Appropriation Increase |
| Fiscal Department | \$1,000,000.00 | K | Special Revenue – No General/HHS Levy Fund Impact | Appropriation Increase |
| Public Works | \$66,000.00 | L | Special Revenue – No General/HHS Levy Fund Impact | Appropriation Increase |
| Public Safety and Justice Services | \$24,500.00 | M | Special Revenue – No General/HHS Levy Fund Impact | Appropriation Increase |

Cash Transfer Summary – Operating transfers support operating expenditures transfer cash from one fund to another. Transfers post as an expenditure and sufficient appropriation must be available to process the transaction.

| Department | Amount Requested | Item | Funding Source | Purpose |
|------------|------------------|------|----------------|---------------|
| ADAMHS | \$3,416,666.66 | A | HHS Levy | Cash Transfer |

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0277

| | |
|---|--|
| Sponsored by: County Executive Ronayne | A Resolution confirming the County Executive’s appointment of Anthony W. Scott to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for a three-year term ending 1/31/2027; and declaring the necessity that this Resolution become immediately effective. |
|---|--|

WHEREAS, the Cuyahoga County Community Improvement Corporation (“CCCIC”) was incorporated in 1982 under the authority granted in ORC 1724; and

WHEREAS, the CCCIC serves the sole purpose of advancing, encouraging and promoting the industrial, economic, commercial and civic development in Cuyahoga County, and serves as Cuyahoga County’s review agent of industrial revenue bond financing; and

WHEREAS, Article III of the CCCIC’s Code of Regulations provides that the Board of Trustees shall consist of two classes of Trustees. The “County Class”, which shall consist of five members appointed or elected officers of Cuyahoga County, and the “Private Class”, which shall be six members elected from persons nominated by the County Executive, in consultation with the Greater Cleveland Partnership; and

WHEREAS, the members of CCCIC Board of Trustees shall serve for three-year terms; and

WHEREAS, Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council,”; and

WHEREAS, the County Executive has nominated Anthony W. Scott (replacing Sarah Parks Jackson) to serve as a County Class Trustee on the CCCIC's Board of Trustees for a three-year term ending 1/31/2027.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's appointment of Anthony W. Scott (replacing Sarah Parks Jackson) to serve as a County Class Trustee on the CCCIC's Board of Trustees for a three-year term ending 1/31/2027.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal_____

_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0278

| | |
|---|--|
| Sponsored by: County Executive Ronayne | A Resolution confirming the County Executive’s reappointment of Mayor Gregory Kurtz to serve on the Cuyahoga County Planning Commission representing the Cuyahoga Region for the term 1/1/2026 – 12/31/2028; and declaring the necessity that this Resolution become immediately effective. |
|---|--|

WHEREAS, Ohio Revised Code Section 713.22 provides for the organization and maintenance of a county planning commission; and

WHEREAS, in accordance with Section 206.12 of the County Code, the Cuyahoga County Planning Commission membership consists of eight members appointed by the County Executive and confirmed by Council in accordance with Section 713.22 of the Ohio Revised Code and the County Charter, the County Executive, and two members of the County Council appointed by the President of Council; and

WHEREAS, members of the Cuyahoga County Planning Commission shall serve three-year terms; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council,” and

WHEREAS, the County Executive has nominated Mayor Gregory Kurtz to serve on the Cuyahoga County Planning Commission representing the Cuyahoga Region for the term 1/1/2026 – 12/31/2028.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's reappointment of Mayor Gregory Kurtz to serve on the Cuyahoga County Planning Commission representing the Cuyahoga Region for the term 1/1/2026 – 12/31/2028.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by_____, seconded by_____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal_____

_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0279

| | |
|---|---|
| Sponsored by: County Executive Ronayne | A Resolution confirming the County Executive’s reappointment of Mayor Georgine Welo to serve on the Cuyahoga County Planning Commission representing the Hillcrest Region for the term 1/1/2026 – 12/31/2028; and declaring the necessity that this Resolution become immediately effective. |
|---|---|

WHEREAS, Ohio Revised Code Section 713.22 provides for the organization and maintenance of a county planning commission; and

WHEREAS, in accordance with Section 206.12 of the County Code, the Cuyahoga County Planning Commission membership consists of eight members appointed by the County Executive and confirmed by Council in accordance with Section 713.22 of the Ohio Revised Code and the County Charter, the County Executive, and two members of the County Council appointed by the President of Council; and

WHEREAS, members of the Cuyahoga County Planning Commission shall serve three-year terms; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council,” and

WHEREAS, the County Executive has nominated Mayor Georgine Welo to serve on the Cuyahoga County Planning Commission representing the Hillcrest Region for the term 1/1/2026 – 12/31/2028.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's reappointment of Mayor Georgine Welo to serve on the Cuyahoga County Planning Commission representing the Hillcrest Region for the term 1/1/2026 – 12/31/2028.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by_____, seconded by_____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal_____

_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0280

Sponsored by: **County Executive Ronayne**

A Resolution confirming the County Executive's appointment of Bryan M. Edwards to serve on the Cuyahoga County Tax Incentive Review Council for the unexpired term ending 12/31/2026 and declaring the necessity that this Resolution become immediately effective.

WHEREAS, Ohio Revised Code Section 5709.85 calls for the creation of Tax Incentive Review Council; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council,”; and

WHEREAS, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; and

WHEREAS County Executive has nominated Bryan M. Edwards (replacing Sarah Parks Jackson) to serve on the Cuyahoga County Tax Incentive Review Council for the unexpired term ending 12/31/2026.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive's appointment of Bryan M. Edwards (replacing Sarah Parks Jackson) to serve on the Cuyahoga County Tax Incentive Review Council for the unexpired term ending 12/31/2026.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that

this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by_____, seconded by_____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal_____

_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0281

| | |
|--|---|
| Sponsored by: County Executive Ronayne/Department of Public Works | A Resolution authorizing an amendment to Contract No. 4655 (formerly known as Contract Nos. 3405, 1014 and CE0800729) to consolidate it with Contract No. 4656 (fka Contract Nos. 877 and CE0600297) with 4209 Euclid, LLC for lease of parking spaces located near E. 40 th St. and Euclid Avenue in the City of Cleveland. This amendment terminates the 2006 Lease (Contract No. 4656) and incorporates its 150-parking spaces into the 2008 Lease (Contract No. 4655) for the period 8/15/2024 through 4/30/2028 to extend the time period to 6/30/2028, to add additional funds not-to-exceed \$600,480.00, and to amend terms, effective 7/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution and declaring the necessity that this Resolution become immediately effective. |
|--|---|

WHEREAS, the County Executive Ronayne/Department of Public Works recommends an amendment to Contract No. 4655 (formerly known as Contract Nos. 3405, 1014 and CE0800729) to consolidate it with Contract No. 4656 (fka Contract Nos. 877 and CE0600297) with 4209 Euclid, LLC for lease of parking spaces located near E. 40th St. and Euclid Avenue in the City of Cleveland. This amendment terminates the 2006 Lease (Contract No. 4656) and incorporates its 150-parking spaced into the 2008 Lease (Contract No. 4655) for the period 8/15/2024 through 4/30/2028 to extend the time period to 6/30/2028, to add additional funds not-to-exceed \$600,480.00, and to amend terms effective 7/1/2025; and

WHEREAS, the County will lease up to 278 parking spaces at a rate of \$60 per space per month, for a not-to-exceed \$600,480.00 over the 3-year term; and

WHEREAS, either party may terminate or reduce the number of leased spaces within 60 days prior written notice, provided no reductions occur before 5/31/2026; and

WHEREAS, monthly billing will reflect the actual number of spaces utilized and other terms of the 2008 Lease remain unchanged; and

WHEREAS, the project is funded 100% Health and Human Services Levy Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 4655 (formerly known as Contract Nos. 3405, 1014 and CE0800729) to consolidate it with Contract No. 4656 (fka Contract Nos. 877 and CE0600297) with 4209 Euclid, LLC for lease of parking spaces located near E. 40th St. and Euclid Avenue in the City of Cleveland. This amendment terminates the 2006 Lease (Contract No. 4656) and incorporates its 150-parking spaced into the 2008 Lease (Contract No. 4655) for the period 8/15/2024 through 4/30/2028 to extend the time period to 6/30/2028, to add additional funds not-to-exceed \$600,480.00, and to amend terms, effective 7/1/2025.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

| | |
|----------------------------------|---|
| Title | The Department of Public Works plans to amend the 4209 Euclid, LLC lease CE-0800729 (CM 4655), consolidate it with CE-0600297 (CM 4656) and extend the date of the consolidated leases to June 30, 2028. This amendment also adjusts the early termination notice timing, accounts for the possibility of a reduction in the number of available parking spaces, and ensures that the County is only responsible for paying for the exact number of parking spaces that we have access to near E 40 th St. & Euclid Avenue |
| Department or Agency Name | The Department of Public Works |
| Requested Action | <input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify): |

| Original (O)/ Amendment (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|--------------------------------------|--------------------------------------|--------------------------------|-------------------------|---------------|---------------------------------|-----------------|
| O | CE0800729 | Priemer Investment Co., LLC | 5/1/2008 - 4/30/2013 | \$ 351,422.40 | 11/6/2008 | R#084625 |
| A | CE0800729 CM 976 | Priemer Investment Co., LLC | Extend to 4/30/2018 | \$ 341,236.80 | 6/11/2013 | R2013-0113 |
| A | CE0800729 CM 1014 | Priemer Investment Co., LLC | Extend to 4/30/2023 | \$ 415,644.00 | 4/24/2018 | R2018-0082 |
| A | CE0800729 CM 1014/ 3405 | Priemer Investment Co., LLC | Extend to 4/30/2028 | \$ 455,200.00 | 4/27/2023 | R2023-0107 |
| A | CM 4655 | 4209 Euclid, LLC | 4/30/2028 | \$0.00 | 8/15/2024 | BC2024-596 |
| A | CM 4655 | 4209 Euclid, LLC | 6/30/2028 | \$600,480.00 | Pending | Pending |

| Original (O)/ Amendment (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|--------------------------------------|--------------------------------------|--------------------------------|--------------------------|--------------|---------------------------------|--------------|
| O | CE0600297 | Priemer Investment Co., LLC | 1/1/2006 – 12/31/2010 | \$390,150.00 | 12/08/2005 | Resol#054862 |
| A | CE0600297 | Priemer Investment Co., LLC | Extend to 12/31/2015 | \$441,000.00 | 6/13/2011 | BC2011-11 |
| A | CE0600297 | Priemer Investment Co., LLC | Extend to 12/31/2020 | \$477,730.80 | 1/25/16 | BC2016-51 |
| A | CE0600297 -01 CONV / CM 877 | Priemer Investment Co., LLC | Extend to 12/31/2025 | \$507,600.00 | 5/25/21 | R2021-0128 |
| A | CM 4656 | 4209 Euclid, LLC | 12/31/2025 | \$0.00 | 8/15/2024 | BC2024-596 |
| A | CM4655 | 4209 Euclid, LLC | 6/30/2028 | \$600,480.00 | Pending | Pending |

Service/Item Description (include quantity if applicable).

Lease of 278 parking spaces, for Cuyahoga County Employees, located at 4209 Euclid Avenue in Cleveland.

Indicate whether: ☐ New service/purchase ☒ Existing service/purchase ☐ Replacement for an existing service/purchase (provide details in Service/Item Description section above)

For purchases of furniture, computers, vehicles: ☐ Additional ☐ Replacement

Rev. 05/07/2024

| | |
|---|--|
| Age of items being replaced: | How will replaced items be disposed of? |
| Project Goals, Outcomes or Purpose (list 3): Amend the 4209 Euclid, LLC leases CE-0800729 (CM 4655 aka 2008 Lease) and consolidate it with CE-0600297 (CM 4656) under the terms of CM 4655 for parking spaces near E 40 th St. & Euclid Avenue | |

| | |
|--|---|
| In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify) | |
| Vendor Name and address: | Owner, executive director, other (specify): |
| 4209 Euclid, LLC The Signet Centre 19 North High Street Akron, OH 44308 Attn: Signet Management, LLC | President Mike Mandela |
| Vendor Council District: | Project Council District: |
| N/A | Council District 7 |
| If applicable provide the full address or list the municipality(ies) impacted by the project. | |

| | |
|---|--|
| COMPETITIVE PROCUREMENT | NON-COMPETITIVE PROCUREMENT |
| RQ# <u>8817</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: | Provide a short summary for not using competitive bid process. *See Justification for additional information. |
| The total value of the solicitation: | <input type="checkbox"/> Exemption |
| Number of Solicitations (sent/received) / | <input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date |
| Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? | <input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting (). |
| Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: | <input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process |
| How did pricing compare among bids received? | <input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe: |

| | |
|---|--|
| Is Purchase/Services technology related <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below: | |
| <input type="checkbox"/> Check if item on IT Standard List of approved purchase. | If item is not on IT Standard List state date of TAC approval: |
| Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. | |
| Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. | |

| |
|--|
| FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed. |
| N/A - No additional funds are requested. New contract in INFOR will take over the remaining balance of previously approved funds - HS260130 100%. |
| Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain): |
| List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit. |
| N/A - No additional funds are requested. New contract in INFOR will take over the remaining balance of previously approved funds - HS260130 100%. |
| Payment Schedule: <input type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain): |

| |
|--|
| Provide status of project. |
| Is contract/purchase late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission |
| Reason: |
| Timeline |
| Project/Procurement Start Date (date your team started working on this item): |
| Date documents were requested from vendor: |
| Date of insurance approval from risk manager: |
| Date Department of Law approved Contract: |
| Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: |
| If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain) |
| Have payments been made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain) |

| HISTORY (see instructions): | | | | | | |
|---|--------------------------------|-----------------------------|----------------------|---------------|---------------------------|--------------|
| Prior Original (O) and subsequent Amendments (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
| O | CE0800729 | Priemer Investment Co., LLC | 5/1/2008 - 4/30/2013 | \$ 351,422.40 | 11/6/2008 | R#084625 |

| | | | | | | |
|---|---------------|-----------------------------|---------------------|---------------|-----------|------------|
| A | 976 | Priemer Investment Co., LLC | Extend to 4/30/2018 | \$ 341,236.80 | 6/11/2013 | R2013-0113 |
| A | 1014 | Priemer Investment Co., LLC | Extend to 4/30/2023 | \$ 415,644.00 | 4/24/2018 | R2018-0082 |
| A | 1014/ 3405 | Priemer Investment Co., LLC | Extend to 4/30/2028 | \$ 455,200.00 | 4/27/2023 | R2023-0107 |
| A | CM 4655 | 4209 Euclid, LLC | 04/30/2028 | \$0.00 | 8/15/2024 | BC2024-596 |
| A | CM 4655 | 4209 Euclid, LLC | 06/30/2028 | \$600,480.00 | Pending | Pending |

| Original (O)/ Amendment (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|--------------------------------------|--------------------------------------|-----------------------------|-----------------------|--------------|---------------------------------|--------------|
| O | CE0600297 | Priemer Investment Co., LLC | 1/1/2006 – 12/31/2010 | \$390,150.00 | 12/08/2005 | Resol#054862 |
| A | CE0600297 | Priemer Investment Co., LLC | Extend to 12/31/2015 | \$441,000.00 | 6/13/2011 | BC2011-11 |
| A | CE0600297 | Priemer Investment Co., LLC | Extend to 12/31/2020 | \$477,730.80 | 1/25/16 | BC2016-51 |
| A | CE0600297 -01 CONV / CM 877 | Priemer Investment Co., LLC | Extend to 12/31/2025 | \$507,600.00 | 5/25/21 | R2021-0128 |
| A | CM 4656 | 4209 Euclid, LLC | 12/31/2025 | \$0.00 | 8/15/2024 | BC2024-596 |
| A | CM 4655 | 4209 Euclid, LLC | 06/30/2028 | \$600,480.00 | Pending | Pending |

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0282

Sponsored by: **County Executive Ronayne/Department of Public Works and Fiscal Officer/Auto Title Division**

A Resolution authorizing an amendment to Contract No. 4086 (fka 864 and CE1500266-01) with HH Golden Gate, LLC for lease of office space in Golden Gate Shopping Center, located at 6420 Mayfield Road in the City of Mayfield Heights for the period 10/1/2015 – 12/31/2025 to exercise an option to extend the time period to 12/31/2030, to change the terms, and for additional funds in the amount not-to-exceed \$549,135.20, effective 8/21/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, the County Executive/Department of Public Works recommends an amendment to Contract No. 4086 (fka 864 and CE1500266-01) with HH Golden Gate, LLC for lease of office space in Golden Gate Shopping Center, located at 6420 Mayfield Road in the City of Mayfield Heights for the period 10/1/2015 – 12/31/2025 to exercise an option to extend the time period to 12/31/2030, to change the terms, and for additional funds in the amount not-to-exceed \$549,135.20; and

WHEREAS, this is one of the Auto Title Division branch offices that provides access to the public to obtain titles for cars and boats; and

WHEREAS, the underlying lease is for approximately 3,584 square feet of space of part of a one-story, multi-tenant shopping plaza with adjacent parking; and

WHEREAS, this project is funded 100% General Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 4086 (fka 864 and CE1500266-01) with HH Golden Gate, LLC for lease of office space in Golden Gate Shopping Center, located at 6420 Mayfield Road in the City of Mayfield Heights for the period 10/1/2015 – 12/31/2025 to exercise an option to extend the time period to 12/31/2030, to change the terms, and for additional funds in the amount not-to-exceed \$549,135.20.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

| | |
|----------------------------------|---|
| Title | The Department of Public Works plans to amend Contract No. 4086 with HH Golden Gate LLC, to extend the lease of the Golden Gate Auto Title Bureau by 5 years from January 1, 2026, to December 31, 2030, in the amount of \$549,135.20 |
| Department or Agency Name | The Department of Public Works |
| Requested Action | <input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify): |

| Original (O)/ Amendment (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|--------------------------------------|--------------------------------------|--------------------|---------------------|--------------|---------------------------------|--------------|
| O | CE1500266 | HH Golden Gate LLC | 10/1/15 – 9/30/20 | \$998,543.52 | 09/08/15 | R2015-0165 |
| A | 4086 | HH Golden Gate LLC | 10/1/20 - 12/31/25 | \$536,361.72 | 09/29/20 | R2020-0184 |
| A | 4086 | HH Golden Gate LLC | 01/01/26 – 12/31/30 | \$549,135.20 | Pending | Pending |

| |
|--|
| Service/Item Description (include quantity if applicable). Lease of office space for Auto Title Bureau located at 1585 Golden Gate Plaza, Mayfield Heights, OH 44124 |
| Indicate whether: <input type="checkbox"/> New service/purchase <input checked="" type="checkbox"/> Existing service/purchase <input type="checkbox"/> Replacement for an existing service/purchase (provide details in Service/Item Description section above) |
| For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement Age of items being replaced: _____ How will replaced items be disposed of? _____ |
| Project Goals, Outcomes or Purpose (list 3): Amend Contract No. 4086 with HH Golden Gate LLC, to extend the lease of the Golden Gate Auto Title Bureau by 5 years from January 1, 2026, to December 31, 2030, in the amount of \$549,135.20 |

| | |
|--|---|
| In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify) | |
| Vendor Name and address: HH Golden Gate LLC c/o Hornig Capital Partners 98 Cutter Mill Rd., Suite 462S Great Neck, NY 11021 | Owner, executive director, other (specify): Darin Hornig, Managing Partner |
| | |
| Vendor Council District: | Project Council District: |
| 6 | 6 |
| If applicable provide the full address or list the municipality(ies) impacted by the project. | |

| | |
|--------------------------------|------------------------------------|
| COMPETITIVE PROCUREMENT | NON-COMPETITIVE PROCUREMENT |
|--------------------------------|------------------------------------|

| | |
|---|---|
| RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____ | Provide a short summary for not using competitive bid process. *See Justification for additional information. |
| The total value of the solicitation: _____ | <input type="checkbox"/> Exemption |
| Number of Solicitations (sent/received) _____ / _____ | <input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date |
| Participation/Goals (%): (<input type="checkbox"/>) DBE (<input type="checkbox"/>) SBE (<input type="checkbox"/>) MBE (<input type="checkbox"/>) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? | <input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting (<input type="checkbox"/>). |
| Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: | <input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process |
| How did pricing compare among bids received? | <input checked="" type="checkbox"/> Contract Amendment - (list original procurement) RFP Exemption <input type="checkbox"/> Other Procurement Method, please describe: |

| | |
|---|--|
| Is Purchase/Services technology related <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below: | |
| <input type="checkbox"/> Check if item on IT Standard List of approved purchase. | If item is not on IT Standard List state date of TAC approval: |
| Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. | |
| Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. | |

| |
|---|
| FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed. 100% General Fund |
| Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain): |
| List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit. FS100150 54400 |
| Payment Schedule: <input type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain): |

| | |
|--|--|
| Provide status of project. | |
| Is contract/purchase late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission | |
| Reason: | |
| Timeline | |
| Project/Procurement Start Date (date your team started working on this item): | |
| Date documents were requested from vendor: | |
| Date of insurance approval from risk manager: | |
| Date Department of Law approved Contract: | |
| Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: | |
| If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain) | |
| Have payments been made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain) | |

| HISTORY (see instructions): | | | | | | |
|---|--------------------------------|--------------------|---------------------|--------------|---------------------------|--------------|
| Prior Original (O) and subsequent Amendments (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
| O | CE1500266 | HH Golden Gate LLC | 10/1/15 – 9/30/20 | \$998,543.52 | 09/08/15 | R2015-0165 |
| A | 4086 | HH Golden Gate LLC | 10/1/20 - 12/31/25 | \$536,361.72 | 09/29/20 | R2020-0184 |
| A | 4086 | HH Golden Gate LLC | 01/01/26 – 12/31/30 | \$549,135.20 | Pending | Pending |

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0283

| | |
|--|---|
| Sponsored by: County Executive Ronayne/Department of Public Works | A Resolution authorizing a contract with Johnson Controls, Inc. in the amount not-to-exceed \$2,618,567.00 for a joint cooperative purchase of preventative maintenance and repair services for HVAC, Fire Alarm, and Security Systems at various County locations for the period 11/1/2025 – 12/31/2028; authorizing the County Executive to execute Contract No. 5627 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. |
|--|---|

WHEREAS, the County Executive/Department of Public Works recommends a contract with Johnson Controls, Inc. in the amount not-to-exceed \$2,618,567.00 for a joint cooperative purchase of preventative maintenance and repair services for HVAC, Fire Alarm, and Security Systems at various County locations for the period 11/1/2025 – 12/31/2028; and

WHEREAS, the primary goal of this project is for Preventative Maintenance Services for HVAC, Fire Alarm and Security Systems in various County buildings; and

WHEREAS, the project is funded 100% General Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes a contract with Johnson Controls, Inc. in the amount not-to-exceed \$2,618,567.00 for a joint cooperative purchase of preventative maintenance and repair services for HVAC, Fire Alarm, and Security Systems at various County locations for the period 11/1/2025 – 12/31/2028.

SECTION 2. That the County Executive is authorized to execute Contract No. 5627 in connection with said award and all documents consistent with this

Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

| | |
|----------------------------------|---|
| Title | Department of Public Works – Johnson Controls-Preventative Maintenance and Contract for Various County Buildings /CM5627 |
| Department or Agency Name | Public Works |
| Requested Action | <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Other (please specify): JCOP |

| Original (O)/ Amendment (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|--------------------------------------|--------------------------------------|----------------------|------------------------|--------------|---------------------------------|--------------|
| O | 5627 | Johnson Controls Inc | 11/1/2025 – 10/31/2028 | 2,618,567.00 | Pending | Pending |
| | | | | | | |
| | | | | | | |

| |
|---|
| Service/Item Description (include quantity if applicable). Public Works is requesting approval of CM5627 with Johnson Controls for Preventative Maintenance and Services for HVAC, Fire Alarm and Security Systems, for building systems in various County buildings for a period of three years. |
| Indicate whether: <input type="checkbox"/> New service/purchase <input checked="" type="checkbox"/> Existing service/purchase <input type="checkbox"/> Replacement for an existing service/purchase (provide details in Service/Item Description section above) |
| For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement Age of items being replaced: How will replaced items be disposed of? |
| Project Goals, Outcomes or Purpose (list 3): The approval of this will allow the County to contract with a vendor that provides Preventative Maintenance and repair services for building systems at various County facilities. |

| | |
|--|---|
| In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify) | |
| Vendor Name and address: | Owner, executive director, other (specify): |
| Johnson Controls Inc. 6650 Snowville Road Brecksville, OH 44141 | George Oliver, CEO |
| Vendor Council District: | Project Council District: |
| | |
| If applicable provide the full address or list the municipality(ies) impacted by the project. | |

| | |
|---|--|
| COMPETITIVE PROCUREMENT | NON-COMPETITIVE PROCUREMENT |
| RQ# _____ (Insert RQ# for formal/informal items, as applicable) | Provide a short summary for not using competitive bid process. |

| | |
|---|--|
| <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: | The County is able to procure previously bid and/or negotiated materials quicker with consistent prices and services by using an approved cooperative. *See Justification for additional information. |
| The total value of the solicitation: | <input type="checkbox"/> Exemption |
| Number of Solicitations (sent/received) / | <input type="checkbox"/> State Contract, list STS number and expiration date <input checked="" type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date 080824-JHN expiring November 2028 – Sourcewell Contract |
| Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? | <input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting (). |
| Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: | <input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process |
| How did pricing compare among bids received? | <input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe: |

| | |
|---|--|
| Is Purchase/Services technology related <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below: | |
| <input type="checkbox"/> Check if item on IT Standard List of approved purchase. | If item is not on IT Standard List state date of TAC approval: 9/4/2025 |
| Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. | |
| Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain. | |
| Does not tie into County software. | |

| |
|---|
| FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed. General Fund |
| Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain): |
| List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit. PW750100/55220 / 100% |
| Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain): |

| | |
|--|--|
| Provide status of project. | |
| Is contract/purchase late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission | |
| Reason: | |
| Timeline | |
| Project/Procurement Start Date (date your team started working on this item): | |
| Date documents were requested from vendor: | |
| Date of insurance approval from risk manager: | |
| Date Department of Law approved Contract: | |
| Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: | |
| If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain) | |
| Have payments been made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain) | |

| HISTORY (see instructions): | | | | | | |
|---|--------------------------------|----------------------|------------------------|--------------|---------------------------|--------------|
| Prior Original (O) and subsequent Amendments (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
| O | 2712 | Johnson Controls Inc | 11/1/2022 – 10/31/2025 | 2,363,227.00 | 10/27/2022 | R2022-0370 |

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0284

| | |
|--|---|
| Sponsored by: County Executive Ronayne/Treasurer's Office | A Resolution authorizing a revenue generating agreement with the NAR Ohio, LLC in an amount not-to-exceed \$40,000,000.00 for the sale of tax lien certificates/purchase agreement for the period 11/1/2025 – 11/30/2027; authorizing the County Executive to execute Contract No. 5653 and all other documents consistent with said agreement and this Resolution; and declaring the necessity that this Resolution become immediately effective. |
|--|---|

WHEREAS, the County Executive/Treasurer's Office recommends a revenue generating agreement with the NAR Ohio, LLC in an amount not-to-exceed \$40,000,000.00 for the sale of tax lien certificates/purchase agreement for the period 11/1/2025 – 11/30/2027; and

WHEREAS, this is a tax certificate sale/purchase agreement and NAR Ohio LLC will pay the outstanding taxes on behalf of the property owner to the County and in return, receive the right to collect repayment with interest; and

WHEREAS, the primary goal of this project is to recover delinquent revenue and reduce foreclosure rate; and

WHEREAS, this is a revenue generating agreement; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes a revenue generating agreement with the NAR Ohio, LLC in an amount not-to-exceed \$40,000,000.00 for the sale of tax lien certificates/purchase agreement for the period 11/1/2025 – 11/30/2027.

SECTION 2. That the County Executive is authorized to execute Contract No. 5653 and all documents consistent with said agreement and this Resolution. To the extent that any exemptions are necessary under the County Code and

contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

| | |
|----------------------------------|---|
| Title | Tax Certificate Sale Purchase Agreement |
| Department or Agency Name | Treasury |
| Requested Action | <input type="checkbox"/> Contract <input checked="" type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input checked="" type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify): |

| Original (O)/ Amendment (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|--------------------------------------|--------------------------------------|---|--------------------------|--------|---------------------------------|--------------|
| O | 5653 | Nar Solutions inc dba NAR Ohio, LLC | 11/1/2025- 11/30/2027 | \$ | Pending | Pending |
| | | | | | | |
| | | | | | | |

Service/Item Description (include quantity if applicable).

This is a tax certificate Sale/Purchase agreement. Nar Solutions will pay the outstanding taxes on behalf of the property owner and in return, receive the right to collect repayment with interest. We are anticipating a not to exceed amount of \$40 million dollars.

Indicate whether: ☒ New service/purchase ☐ Existing service/purchase ☐ Replacement for an existing service/purchase (provide details in Service/Item Description section above)

For purchases of furniture, computers, vehicles: ☐ Additional ☐ Replacement
Age of items being replaced: **How will replaced items be disposed of?**

Project Goals, Outcomes or Purpose (list 3):

To have a high redemption rate
 Recover delinquent tax revenue
 Reduce foreclosure rate

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

| | |
|---|--|
| Vendor Name and address: | Owner, executive director, other (specify): |
| Nar Ohio, LLC 5002 Dodge Street Ste 203 Omaha, NE 68132 | Dawn Hoosier Chief Director |
| Vendor Council District: | Project Council District: |
| | |
| If applicable provide the full address or list the municipality(ies) impacted by the project. | |

| | |
|---|--|
| COMPETITIVE PROCUREMENT | NON-COMPETITIVE PROCUREMENT |
| RQ# _____ (Insert RQ# for formal/informal items, as applicable) | Provide a short summary for not using competitive bid process. |

| | |
|---|--|
| <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input checked="" type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: | 2 Informal Bids were conducted but requesting an exemption bid should have been formal due to the amount. *See Justification for additional information. |
| The total value of the solicitation: | <input checked="" type="checkbox"/> Exemption |
| Number of Solicitations (sent/received) / | <input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date |
| Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? | <input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting (). |
| Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: | <input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process |
| How did pricing compare among bids received? | <input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe: |

| | |
|---|--|
| Is Purchase/Services technology related <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below: | |
| <input type="checkbox"/> Check if item on IT Standard List of approved purchase. | If item is not on IT Standard List state date of TAC approval: |
| Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. | |
| Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. | |

| |
|--|
| FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed. Revenue Generating |
| Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain): |
| List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit. Revenue Generating |
| Payment Schedule: <input type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain): |

| | |
|--|--|
| Provide status of project. | |
| Is contract/purchase late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission | |
| Reason: | |
| Timeline | |
| Project/Procurement Start Date (date your team started working on this item): | |
| Date documents were requested from vendor: | |
| Date of insurance approval from risk manager: | |
| Date Department of Law approved Contract: | |
| Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: | |
| If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain) | |
| Have payments been made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain) | |

| HISTORY (see instructions): | | | | | | |
|---|--------------------------------|-------------|-------------|--------|---------------------------|--------------|
| Prior Original (O) and subsequent Amendments (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
| | | | | | | |

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0285

| | |
|--|--|
| Sponsored by: County Executive Ronayne/Department of Information Technology | A Resolution authorizing a contract with Cyclomedia Technology, Inc. in the amount not-to-exceed \$ 2,588,000.00 for a joint cooperative purchase of high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County Fiscal Office appraisal process, effective upon signatures of all parties through 12/31/2030, authorizing the County Executive to execute Contract No. 5504 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. |
|--|--|

WHEREAS, the County Executive/Department of Information Technology recommends a contract with Cyclomedia Technology, Inc. in the amount not-to-exceed \$ 2,588,000.00 for a joint cooperative purchase of high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County Fiscal Office appraisal process, effective upon signatures of all parties through 12/31/2030; and

WHEREAS, the primary goal of this project is to provide high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County appraisal process of real estate; and

WHEREAS, this project is funded 100% Real Estate Assessment Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes a contract with Cyclomedia Technology, Inc. in the amount not-to-exceed \$ 2,588,000.00 for a joint cooperative purchase of high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County Fiscal Office appraisal process, effective upon signatures of all parties – 12/31/2030.

SECTION 2. That the County Executive is authorized to execute Contract No. 5504 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

| | |
|----------------------------------|---|
| Title | CM5504 – Cyclomedia Technology Inc. – Contract Agreement for high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County. |
| Department or Agency Name | The Department of Information Technology |
| Requested Action | <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify): |

| Original (O)/ Amendment (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|--------------------------------------|--------------------------------------|----------------------------------|----------------------------------|----------------|---------------------------------|--------------|
| O | CM5504 | Cyclomedia Technology Inc. | Effective Date- 12/31/2030 | \$2,588,000.00 | PENDING | PENDING |
| | | | | | | |
| | | | | | | |

| |
|--|
| Service/Item Description (include quantity if applicable). The Department of Information Technology intends to enter into a contract with Cyclomedia Technology, Inc. for the provision of Cyclomedia services, in the amount of \$2,588,000.00. The term of the contract will commence on the Effective Date and remain in effect through December 31, 2030. During the Term of this Contract, Cyclomedia shall provide high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County Board of Revision's appraisal process to the County. |
| Indicate whether: <input checked="" type="checkbox"/> New service/purchase <input type="checkbox"/> Existing service/purchase <input type="checkbox"/> Replacement for an existing service/purchase (provide details in Service/Item Description section above) |
| For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement Age of items being replaced: _____ How will replaced items be disposed of? _____ |
| Project Goals, Outcomes or Purpose (list 3): 1. To enter into a contract Agreement with Cyclomedia Technology Inc. During the Term of this Contract, Cyclomedia shall provide high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County Board of Revision's appraisal process to the County. |

| | |
|--|--|
| In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify) | |
| Vendor Name and address: | Owner, executive director, other (specify): |
| Cyclomedia Technology, Inc. 8215 Greenway Blvd, Ste 300 Middleton WI 53562 | Bill Wetzel Account Executive |
| Vendor Council District: | Project Council District: |
| | |
| If applicable provide the full address or list the municipality(ies) impacted by the project. | |

| COMPETITIVE PROCUREMENT | NON-COMPETITIVE PROCUREMENT |
|---|---|
| RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____ | Provide a short summary for not using competitive bid process. Cyclomedia Technology is able to provide Cuyahoga County with Contract Pricing based off GSA Schedule Pricing (47QTCA25D004U) which is considered lowest and best negotiated pricing for this purchase. 47QTCA25D004U Exp 2.5.2045 *See Justification for additional information. |
| The total value of the solicitation: _____ | <input type="checkbox"/> Exemption |
| Number of Solicitations (sent/received) _____ / _____ | <input type="checkbox"/> State Contract, list STS number and expiration date <input checked="" type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date 47QTCA25D004U Exp 2.5.2045 |
| Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? | <input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting (). |
| Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: | <input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process |
| How did pricing compare among bids received? | <input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe: |

| | |
|---|---|
| Is Purchase/Services technology related <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below: | |
| <input type="checkbox"/> Check if item on IT Standard List of approved purchase. | If item is not on IT Standard List state date of TAC approval: TAC approved |
| Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. | |
| Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. | |

| |
|---|
| FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed. 100% Real Estate Assessment Fund. |
| Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain): |

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

IT305100

Payment Schedule: ☒ Invoiced ☐ Monthly ☐ Quarterly ☐ One-time ☐ Other (please explain):

Provide status of project.

Is contract/purchase late ☒ No ☐ Yes, In the fields below provide reason for late and timeline of late submission

Reason:

Timeline

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun? ☐ No ☐ Yes (if yes, please explain)

Have payments been made? ☐ No ☐ Yes (if yes, please explain)

HISTORY (see instructions):

| Prior Original (O) and subsequent Amendments (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|---|--------------------------------|-------------|-------------|--------|---------------------------|--------------|
| | | | | | | |

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0286

| | |
|--|---|
| Sponsored by: County Executive Ronayne on behalf of Court of Appeals of Ohio, Eighth Appellate District | A Resolution making an award on RQ16046 with InfoPro Computer Solutions in the amount not-to-exceed \$2,490,000.00 for sole source purchase of maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 1/1/2026 – 12/31/2030; authorizing the County Executive to execute Contract No. 5443 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. |
|--|---|

WHEREAS, the County Executive on behalf of Court of Appeals of Ohio, Eighth Appellate District recommends an award on RQ16046 with InfoPro Computer Solutions in the amount not-to-exceed \$2,490,000.00 for sole source purchase of maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 1/1/2026 – 12/31/2030; and

WHEREAS, the primary goal of this project is to continue to provide computer consulting, case management service and software updates; and

WHEREAS, the project is funded 100% General Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by the Court of Appeals of Ohio, Eighth Appellate District in Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ16046 with InfoPro Computer Solutions in the amount not-to-exceed \$2,490,000.00 for sole source purchase of maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 1/1/2026 – 12/31/2030.

SECTION 2. That the County Executive is authorized to execute Contract No. 5443 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the Court; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

| | |
|----------------------------------|--|
| Title | Contract Agreement with InfoPro Computer Solutions |
| Department or Agency Name | Court of Appeals |
| Requested Action | <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify): |

| Original (O)/ Amendment (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|--------------------------------------|--------------------------------------|----------------------------------|---------------------|--------------|---------------------------------|--------------|
| O | 5443 | InfoPro Computer Solutions | 1/1/26- 12/31/30 | 2,490,000.00 | Pending | |
| | | | | | | |
| | | | | | | |

Service/Item Description (include quantity if applicable). Requesting approval of a new 5-year contract as indicated in the chart above with InfoPro Computer Solutions in the not to exceed amount of \$2,490,000.00 for the period of 1/1/26 -12/31/2030.

Indicate whether: ☐ New service/purchase ☒ Existing service/purchase ☐ Replacement for an existing service/purchase (provide details in Service/Item Description section above) This is an renewal of a contract that the Court has had with InfoPro for over 20 years.

For purchases of furniture, computers, vehicles: ☐ Additional ☐ Replacement
Age of items being replaced: **How will replaced items be disposed of?**

Project Goals, Outcomes or Purpose (list 3):
 To continue to provide computer consulting
 To continue to provide case management service
 To continue to provide software updates

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

| | |
|--|-----------------------------|
| Vendor Name and address: InfoPro Computer Solutions 5862 Holly Glenn Drive Toledo, Ohio 43612 | Jeff Dreps, Owner |
| | |
| Vendor Council District: n/a | Project Council District: 7 |
| | |
| If applicable provide the full address or list the municipality(ies) impacted by the project. | |

| COMPETITIVE PROCUREMENT | NON-COMPETITIVE PROCUREMENT |
|---|---|
| RQ# ____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: | Provide a short summary for not using competitive bid process. RQ #16046 Sole Source due to InfoPro being the only vendor for our Buckeye case management system specifically for the Court of Appeals. *See Justification for additional information. |
| The total value of the solicitation: | <input type="checkbox"/> Exemption |
| Number of Solicitations (sent/received) / | <input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date |
| Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? | <input checked="" type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting (). |
| Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: | <input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process |
| How did pricing compare among bids received? | <input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe: |

| | |
|---|--|
| Is Purchase/Services technology related <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below: | |
| <input checked="" type="checkbox"/> Check if item on IT Standard List of approved purchase. | If item is not on IT Standard List state date of TAC approval: 4/10/25 |
| Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. | |
| Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. | |

| |
|---|
| FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed. 100% General Fund |
| Is funding for this included in the approved budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if "no" please explain): Budget not approved yet. This is for FY 2026-2030. |
| List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit. CA100100 |

Payment Schedule: ☒ Invoiced ☒ Monthly ☐ Quarterly ☐ One-time ☐ Other (please explain):

Provide status of project.

Is contract/purchase late ☒ No ☐ Yes, In the fields below provide reason for late and timeline of late submission

Reason:

Timeline

Project/Procurement Start Date (date your team started working on this item): 02/24/2025

Date documents were requested from vendor: 02/24/25

Date of insurance approval from risk manager: 4/11/25

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun? ☒ No ☐ Yes (if yes, please explain)

Have payments been made? ☒ No ☐ Yes (if yes, please explain)

| Prior Original (O) and subsequent Amendments (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|---|--------------------------------|-------------|-----------------|------------------|---------------------------|--------------|
| A-1 | 4115 | InfoPro | 4/1/25-12/31/25 | \$299,000.00 yr | 11/25/24 | Item 3 |
| O | 4115 | InfoPro | 4/1/22-3/31/25 | \$299,000.00 yr. | 2/25/22 | R2022-0013 |

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0266

| | |
|--|---|
| Sponsored by: County Executive Ronayne/Department of Public Works | A Resolution declaring that public convenience and welfare requires the rehabilitation of Fairmount Bridge 10.80 over the Chagrin River in the Village of Hunting Valley; total estimated project cost \$2,300,800.00 finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; requesting authority for the County Executive to enter into and execute the necessary agreements of cooperation; and declaring the necessity that this Resolution become immediately effective. |
|--|---|

WHEREAS, the County Executive/Department of Public Works recommends that public convenience and welfare requires the rehabilitation of Fairmount Bridge 10.80 over the Chagrin River in the Village of Hunting Valley; and

WHEREAS, the anticipated start-completion date is fall of 2027 to fall of 2028; and

WHEREAS, that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and

WHEREAS, the primary goal is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the project is located in Council District 6; and

WHEREAS, the estimated project cost is \$2,300,800.00; and

WHEREAS, this project will be funded 100% Road and Bridge Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1 That the Cuyahoga County Council hereby declares that public convenience and welfare requires the rehabilitation of Fairmount Bridge 10.80 over the Chagrin River in the Village of Hunting Valley.

SECTION 2. That special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements.

SECTION 3. Requesting authority for the County Executive to enter into and execute the necessary agreements of cooperation

SECTION 4. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20____

PUBLIC CONVENIENCE AND WELFARE TRANSACTIONS

| | |
|----------------------------------|---|
| TITLE | Declare Public Convenience and Welfare for the rehabilitation of Fairmount Boulevard Bridge 10.80 over the Chagrin River in the Village of Hunting Valley |
| DEPARTMENT OR AGENCY NAME | Public Works |

| | |
|-------------------------|--|
| REQUESTED ACTION | <input checked="" type="checkbox"/> Public Convenience and Welfare <input type="checkbox"/> Agreements related to Public Convenience and Welfare <input type="checkbox"/> Amendments to Agreements related to Public Convenience and Welfare |
|-------------------------|--|

| | |
|---|---|
| PROJECT DESCRIPTION: | Rehabilitation of Fairmount Boulevard Bridge 10.80 over the Chagrin River in the Village of Hunting Valley. Finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement. Requesting authority for the County Executive to enter into and execute the necessary agreement(s) of cooperation with: Village of Hunting Valley Project part of NOACA TIP: N/A |
| ADDITIONAL INFORMATION (IF APPLICABLE) | |
| PROJECT COUNCIL DISTRICT(S): | Council District 6 |
| PROJECT ANTICIPATED START/END DATES | Construction is anticipated to start in the Fall of 2027 and is anticipated to be completed by the Fall of 2028 |
| TOTAL PROJECT COST: | \$2,300,800 |

| | |
|------------------------|--|
| FUNDING SOURCE: | Is funding for this included in the approved budget? |
| | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (if "no" please explain): |
| | Please provide the complete, proper name of the funding source (no acronyms). Include percentages of funding if using more than one source. |
| | 100% County Road & Bridge (\$2,300,800) |

| PROJECT'S CURRENT/HISTORICAL INFO | DATE BOC APPROVED/ COUNCIL'S JOURNAL DATE | APPROVAL NO. |
|---|--|---------------------|
| ORIGINAL PUBLIC CONVENIENCE AND WELFARE | | |
| AMENDMENT PUBLIC CONVENIENCE AND WELFARE | | |
| AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE | | |
| AMENDED AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE | | |
| | | |



CUYAHOGA COUNTY DEPARTMENT of PUBLIC WORKS

Project Fact Sheet – Fairmount Boulevard Bridge 10.80 Over the Chagrin River Village of Hunting Valley

| | |
|---------------------------------|---|
| Project Type | Bridge Rehabilitation |
| Project Limits | Fairmount Boulevard Bridge 10.80 over the Chagrin River |
| Average Daily Traffic | 3,656 vehicles per day |
| Year Built/Last Rehab | Year Built: 1941 / Last Rehab: 1976 |
| General Appraisal Rating | 5A |
| Sufficiency Rating | 71.1 |
| Deficiency Rating | SD – Structurally Deficient |
| Council District | 6 |
| Project Cost | \$2,300,800 |
| Proposed Funding | 100% County (\$2,300,800) |
| Project Design | Cuyahoga County Department of Public Works (Consultant) |
| Construction Admin | Cuyahoga County Department of Public Works |



County Council of Cuyahoga County, Ohio

Resolution No. R2025-0267

| | |
|---|--|
| Sponsored by: County Executive Ronayne/Department of Public Works | A Resolution declaring that public convenience and welfare requires the rehabilitation of McCracken Road Bridge 01.36 over Mill Creek in the Cities of Garfield Heights and Maple Heights; total estimated project cost \$3,000,000.00 finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; requesting authority for the County Executive to enter into and execute the necessary agreements of cooperation; and declaring the necessity that this Resolution become immediately effective. |
|---|--|

WHEREAS, the County Executive/Department of Public Works recommends that public convenience and welfare requires the rehabilitation of McCracken Road Bridge 01.36 over Mill Creek in the Cities of Garfield Heights and Maple Heights; and

WHEREAS, the anticipated start-completion date is spring 2028 to fall of 2028; and

WHEREAS, that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and

WHEREAS, the primary goal is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the project is located in Council District 8; and

WHEREAS, the estimated project cost is \$3,000,000.00; and

WHEREAS, this project will be funded 80% Federal Fund (\$2,400,000.00) and 20% Road and Bridge Fund (\$600,000.00); and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL
OF CUYAHOGA COUNTY, OHIO:**

SECTION 1 That the Cuyahoga County Council hereby declares that public convenience and welfare requires the rehabilitation of McCracken Road Bridge 01.36 over Mill Creek in the Cities of Garfield Heights and Maple Heights.

SECTION 2. That special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements.

SECTION 3. Requesting authority for the County Executive to enter into and execute the necessary agreements of cooperation

SECTION 4. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20____

PUBLIC CONVENIENCE AND WELFARE TRANSACTIONS

| | |
|----------------------------------|--|
| TITLE | Declare Public Convenience and Welfare for the rehabilitation of the McCracken Road Bridge 01.36 over Mill Creek in the Cities of Garfield Heights and Maple Heights |
| DEPARTMENT OR AGENCY NAME | Public Works |

| | |
|-------------------------|--|
| REQUESTED ACTION | <input checked="" type="checkbox"/> Public Convenience and Welfare <input type="checkbox"/> Agreements related to Public Convenience and Welfare <input type="checkbox"/> Amendments to Agreements related to Public Convenience and Welfare |
|-------------------------|--|

| | |
|---|---|
| PROJECT DESCRIPTION: | (LIST ROAD JOB/PROJECT NAME) Rehabilitation of the McCracken Road Bridge 01.36 over Mill Creek in the Cities of Garfield Heights and Maple Heights Finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement. Requesting authority for the County Executive to enter into and execute the necessary agreement(s) of cooperation with: (LIST CITY/CITIES) Cities of Garfield Heights and Maple Heights Project part of NOACA TIP: (LIST TIME PERIOD) SFY2028 |
| ADDITIONAL INFORMATION (IF APPLICABLE) | Railroad involvement: Wheeling & Lake Erie (W&LE) railroad tracks cross McCracken Road at the western end of bridge. |
| PROJECT COUNCIL DISTRICT(S): | Council District 8 |
| PROJECT ANTICIPATED START/END DATES | It is anticipated to start in the Spring of 2028 and be completed in the Fall of 2028 |
| TOTAL PROJECT COST: | \$3,000,000 |

| | |
|------------------------|--|
| FUNDING SOURCE: | Is funding for this included in the approved budget? |
| | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (if "no" please explain): |
| | Please provide the complete, proper name of the funding source (no acronyms). Include percentages of funding if using more than one source. |
| | 20% County Road & Bridge (\$600,000), and 80% Federal (\$2,400,000) |

| PROJECT'S CURRENT/HISTORICAL INFO | DATE BOC APPROVED/ COUNCIL'S JOURNAL DATE | APPROVAL NO. |
|--|--|--------------|
| ORIGINAL PUBLIC CONVENIENCE AND WELFARE | | |
| AMENDMENT PUBLIC CONVENIENCE AND WELFARE | | |
| AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE | | |
| AMENDED AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE | | |
| | | |



County Council of Cuyahoga County, Ohio

Resolution No. R2025-0269

| | |
|--|---|
| Sponsored by: County Executive Ronayne/Department of Public Works/Division of Public Utilities | A Resolution authorizing Subgrant Agreements with various providers in the total amount not-to-exceed \$1,331,982.00 for the purchase and installation of solar arrays, effective upon signatures of all parties through 12/31/2025; authorizing the County Executive to execute the Master Subgrant and all other documents consistent with said agreements and this Resolution; and declaring the necessity that this Resolution become immediately effective. |
|--|---|

WHEREAS, the County Executive/Department of Public Works/Division of Public Utilities recommends Subgrant Agreements with various providers in the total amount not-to-exceed \$1,331,982.00 for the purchase and installation of solar arrays, effective upon signatures of all parties through 12/31/2025 as follows:

1. Contract No. 5525 Cleveland Metropolitan School District in the anticipated amount not-to-exceed \$443,994.00
2. Contract No. 5526 East Cleveland School District in the anticipated amount not-to-exceed \$443,994.00
3. Contract No. 5527 Maple Heights School District in the anticipated amount not-to-exceed \$443,994.00; and

WHEREAS, the primary goals of this project are to reduce electricity costs for schools, increase equitable access to clean, local renewable energy and create a replicable procurement model for future solar installations; and

WHEREAS, this project is funded 62% U.S. Environmental Protection Agency- Environmental Justice Government-to-Government (EJG2G) Grant No. 00E03859 and 38% U.S. Department of Energy Efficiency and Conservation Block Grant (EECBG) No. DE-SE0000458; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes Subgrant Agreements with various providers in the total amount not-to-exceed \$1,331,982.00 for the purchase and installation of solar arrays, effective upon signatures of all parties through 12/31/2025 as follows:

1. Contract No. 5525 Cleveland Metropolitan School District in the anticipated amount not-to-exceed \$443,994.00.
2. Contract No. 5526 East Cleveland School District in the anticipated amount not-to-exceed \$443,994.00.
3. Contract No. 5527 Maple Heights School District in the anticipated amount not-to-exceed \$443,994.00.

SECTION 2. That the County Executive is authorized to execute Master Subgrant and all other documents consistent with said agreements and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025

Committee(s) Assigned: Education, Environment & Sustainability

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

| | |
|----------------------------------|--|
| Title | Solar for Schools Master Subgrant Agreement for Solar Array Installations |
| Department or Agency Name | Department of Public Works/Division of Public Utilities |
| Requested Action | <input type="checkbox"/> Contract <input checked="" type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify): |

| Original (O)/ Amendment (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|--------------------------------------|--------------------------------------|---|--------------------------------|----------------|---------------------------------|--------------|
| O | See below | Various Vendors – See below | Effective Date – 12/31/2025 | \$1,331,982.00 | Pending | Pending |
| | 5525 | Cleveland Metropolitan School District | | \$443,994.00 | | |
| | 5526 | East Cleveland City School District | | \$443,994.00 | | |
| | 5527 | Maple Heights City School District | | \$443,994.00 | | |

Service/Item Description (include quantity if applicable).

The Cuyahoga County Solar for Schools project will provide financial support to three Cuyahoga County school districts to collectively install between 500 kW and 1 MW of solar on their school buildings. Each school district will enter into a separate contract with a vendor to purchase and install the arrays. Cuyahoga Green Energy will provide grant funds to the school districts to subsidize the total cost of the solar array installations. As part of CM 5525, the Cleveland Metropolitan School District is slated to receive an amount not-to-exceed \$443,994.00.

Indicate whether: ☒ **New service/purchase** ☐ **Existing service/purchase** ☐ **Replacement for an existing service/purchase** (provide details in Service/Item Description section above)

For purchases of furniture, computers, vehicles: ☐ **Additional** ☐ **Replacement**

Age of items being replaced: _____ **How will replaced items be disposed of?** _____

Project Goals, Outcomes or Purpose (list 3):

1. Reduce electricity costs for schools as well as regional greenhouse gas emissions;
2. Increase equitable access to clean, local renewable energy; and
3. Create a replicable procurement model for future solar installations.

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:

Owner, executive director, other (specify):

| | |
|--|---|
| Cleveland Metropolitan School District 1111 Superior Ave E, Suite 1800 Cleveland, OH 44114 | Dr. Warren G. Morgan II, Chief Executive Officer |
| Vendor Council District: | Project Council District: |
| 7 | |
| If applicable provide the full address or list the municipality(ies) impacted by the project. | |

| COMPETITIVE PROCUREMENT | NON-COMPETITIVE PROCUREMENT |
|---|--|
| RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____ | Provide a short summary for not using competitive bid process. A formal procurement process was not followed as the Cleveland Metropolitan School District was a named partner in the EECBG and EJG2G grant applications. *See Justification for additional information. |
| The total value of the solicitation: | <input type="checkbox"/> Exemption |
| Number of Solicitations (sent/received) / | <input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date |
| Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? | <input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting (). |
| Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: | <input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process |
| How did pricing compare among bids received? | <input type="checkbox"/> Contract Amendment - (list original procurement) <input checked="" type="checkbox"/> Other Procurement Method, please describe: Federal, State, or Other Grant Application Program (County Code 501.12(B)(16)) |

| | |
|---|--|
| Is Purchase/Services technology related <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below: | |
| <input type="checkbox"/> Check if item on IT Standard List of approved purchase. | If item is not on IT Standard List state date of TAC approval: |
| Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. | |
| Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. | |

FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

38% 100% U.S. Department of Energy - Energy Efficiency and Conservation Block Grant (EECBG) No. DE-SE0000458

62% U.S. Environmental Protection Agency – Environmental Justice Government-to-Government (EJG2G) Grant No. 00E03859

Is funding for this included in the approved budget? ☒ Yes ☐ No (if “no” please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

PW720200

Payment Schedule: ☒ Invoiced ☐ Monthly ☐ Quarterly ☐ One-time ☒ Other (please explain):

Provide status of project.

Is contract/purchase late ☒ No ☐ Yes, In the fields below provide reason for late and timeline of late submission

Reason:

Timeline

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun? ☐ No ☐ Yes (if yes, please explain)

Have payments been made? ☐ No ☐ Yes (if yes, please explain)

HISTORY (see instructions):

| Prior Original (O) and subsequent Amendments (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|---|--------------------------------|-------------|-------------|--------|---------------------------|--------------|
| | | | | | | |

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

| | |
|---|--------------------------|
| Infor/Lawson RQ# (if applicable): | N/A |
| Infor/Lawson PO # Code (if applicable): | GRNT |
| CM Contract# | 5525 , 5526, 5527 |

| | | |
|--|------------------------------|--|
| Late Submittal Required: | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| Why is the contract being submitted late? | | |
| What is being done to prevent this from reoccurring? | | |

| | | |
|---|------------------------------|--|
| TAC or CTO Required or Authorized IT Standard | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
|---|------------------------------|--|

| OTHER THAN FULL AND OPEN COMPETITION | | | | |
|--|-------|-----------|------------------------|------------|
| Exemptions (Contract) | | | | |
| Reviewed by Purchasing | | | | |
| | | | Department Initials | Purchasing |
| Briefing Memo | | | MTH | GM |
| Justification Form | | | MTH | GM |
| IG# | N/A | | N/A – School districts | N/A |
| Annual Non-Competitive Bid Contract Statement <i>(Not required if item was competitively bid. Form is also not required if going to BOC or Council for approval)</i> | Date: | N/A | N/A | N/A |
| Debarment/Suspension Verified | Date: | 6/17/2025 | MTH | GM |
| Auditor’s Findings | Date: | 6/17/2025 | MTH | GM |
| Vendor’s Submission | | | N/A | N/A |
| Independent Contractor (I.C.) Form | Date: | | N/A – School districts | N/A |
| Cover - Master contracts only | | | MTH | GM |
| Contract Evaluation – if required provide most recent CM history on contract history table (see pg 2) | | | N/A | N/A |
| TAC/CTO Approval or IT Standards (if required attach and identify relevant page #s or meeting approval number) | | | N/A | N/A |
| Checklist Verification | | | MTH | GM |

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

| Reviewed by Law | |
|---------------------------------|----------------------------|
| | Department Initials |
| Agreement/Contract and Exhibits | MTH documents attached, GM |
| Matrix Law Screen shot | MTH documents attached, GM |
| COI | MTH documents attached, GM |
| Workers’ Compensation Insurance | MTH documents attached, GM |

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

| Time Period | Accounting Unit | Account Number | Activity Code | Account Category or Subaccount | Dollar Amount |
|-----------------------------------|-----------------|----------------|----------------|--------------------------------|-----------------------|
| the “Effective Date” – 12/31/2025 | PW720200 | 55150 | DE-SE0000458 | 55150 | \$512,250.00 |
| the “Effective Date” – 12/31/2025 | PW720200 | 55150 | PW-24-00E03859 | 55150 | \$819,732.00 |
| | | | TOTAL | | \$1,331,982.00 |

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

| CE/AG# (if applicable) | | N/A | | | |
|--|-----------------|----------------------------------|---------------------------------------|-------------------------------|----------------------------|
| Infor/Lawson PO# and PO Code (if applicable) | | GRNT | | | |
| Lawson RQ# (if applicable) | | N/A | | | |
| CM Contract# | | 5525, 5526, 5527 | | | |
| | Original Amount | Amendment Amount (if applicable) | Original Time Period/Amended End Date | BOC/ Resolution Approval Date | BOC/ Resolution Approval # |
| Original Amount | \$1,331,982.00 | | Effective Date – 12/31/2025 | Pending | Pending |
| Prior Amendment Amounts (list separately) (A-#) | | \$ | | | |
| | | \$ | | | |
| | | \$ | | | |
| Pending Amendment | | \$ | | | |
| Total Amendments | | \$ | | | |
| Total Contract Amount | | \$1,331,982.00 | | | |

PURCHASING USE ONLY

| | |
|---|--|
| Prior Resolutions: | N/A |
| CM#: | 5525 |
| Vendor Name: | Cleveland Municipal School District |
| Time Period: | The latest date of signature (the “Effective Date”– 12/31/2025 |
| Amount: | NTE \$443,994.00 |
| History/CE: | N/A |
| EL: | ok |
| Purchasing Notes: | Department of Public Works/Division of Public Utilities is requesting approval of Solar for Schools Master Subgrant Agreement for Solar Array Installations in three school districts (Cleveland Metropolitan School District, East Cleveland City Schools & Maple Heights City Schools) in total amount NTE \$1,331,982.00. The Cleveland Metropolitan School District is slated to receive an amount not-to-exceed \$443,994.00. Funding: 38% 100% U.S. Department of Energy & 62% U.S. Environmental Protection Agency. Funds from EJG2G (activity PW-24-00E03859) will not be certified at this time |
| Purchasing Agents Initials and date of approval | GM, 08/05/2025 |

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

| | |
|---|------------------|
| Infor/Lawson RQ# (if applicable): | N/A |
| Infor/Lawson PO # Code (if applicable): | GRNT |
| CM Contract# | 5525, 5526, 5527 |

| | | |
|--|------------------------------|--|
| Late Submittal Required: | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| Why is the contract being submitted late? | | |
| What is being done to prevent this from reoccurring? | | |

| | | |
|---|------------------------------|--|
| TAC or CTO Required or Authorized IT Standard | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
|---|------------------------------|--|

OTHER THAN FULL AND OPEN COMPETITION

Exemptions (Contract)

Reviewed by Purchasing

| | | | Department Initials | Purchasing |
|--|-------|-----------|------------------------|------------|
| Briefing Memo | | | MTH | GM |
| Justification Form | | | MTH | GM |
| IG# | N/A | | N/A – School districts | N/A |
| Annual Non-Competitive Bid Contract Statement <i>(Not required if item was competitively bid. Form is also not required if going to BOC or Council for approval)</i> | Date: | N/A | N/A | N/A |
| Debarment/Suspension Verified | Date: | 6/17/2025 | MTH | GM |
| Auditor’s Findings | Date: | 6/17/2025 | MTH | GM |
| Vendor’s Submission | | | N/A | N/A |
| Independent Contractor (I.C.) Form | Date: | | N/A – School districts | N/A |
| Cover - Master contracts only | | | MTH | GM |
| Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i> | | | N/A | N/A |
| TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i> | | | N/A | N/A |
| Checklist Verification | | | MTH | GM |

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law

| | Department Initials |
|---------------------------------|----------------------------|
| Agreement/Contract and Exhibits | MTH documents attached, GM |
| Matrix Law Screen shot | MTH documents attached, GM |
| COI | MTH documents attached, GM |
| Workers’ Compensation Insurance | MTH documents attached, GM |

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

| Time Period | Accounting Unit | Account Number | Activity Code | Account Category or Subaccount | Dollar Amount |
|------------------------------------|-----------------|----------------|----------------|--------------------------------|-----------------------|
| the “Effective Date “ – 12/31/2025 | PW720200 | 55150 | DE-SE0000458 | 55150 | \$512,250.00 |
| the “Effective Date “ – 12/31/2025 | PW720200 | 55150 | PW-24-00E03859 | 55150 | \$819,732.00 |
| | | | TOTAL | | \$1,331,982.00 |

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

| CE/AG# (if applicable) | | N/A | | | |
|--|-----------------|----------------------------------|---------------------------------------|-------------------------------|----------------------------|
| Infor/Lawson PO# and PO Code (if applicable) | | GRNT | | | |
| Lawson RQ# (if applicable) | | N/A | | | |
| CM Contract# | | 5525, 5526, 5527 | | | |
| | Original Amount | Amendment Amount (if applicable) | Original Time Period/Amended End Date | BOC/ Resolution Approval Date | BOC/ Resolution Approval # |
| Original Amount | \$1,331,982.00 | | Effective Date – 12/31/2025 | Pending | Pending |
| Prior Amendment Amounts (list separately) (A-#) | | \$ | | | |
| | | \$ | | | |
| | | \$ | | | |
| Pending Amendment | | \$ | | | |
| Total Amendments | | \$ | | | |
| Total Contract Amount | | \$1,331,982.00 | | | |

PURCHASING USE ONLY

| | |
|---|---|
| Prior Resolutions: | N/A |
| CM#: | 5526 |
| Vendor Name: | East Cleveland City Schools |
| Time Period: | The latest date of signature (the “Effective Date “– 12/31/2025 |
| Amount: | NTE \$443,994.00 |
| History/CE: | N/A |
| EL: | ok |
| Purchasing Notes: | Department of Public Works/Division of Public Utilities is requesting approval of Solar for Schools Master Subgrant Agreement for Solar Array Installations in three school districts (Cleveland Metropolitan School District, East Cleveland City School District & Maple Heights City Schools) in total amount NTE \$1,331,982.00. East Cleveland City Schools is slated to receive an amount not-to-exceed \$443,994.00. Funding: 38% 100% U.S. Department of Energy & 62% U.S. Environmental Protection Agency. Funds from EJG2G (activity PW-24-00E03859) will not be certified at this time |
| Purchasing Agents Initials and date of approval | GM, 08/05/2025 |

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

| | |
|---|-------------------------|
| Infor/Lawson RQ# (if applicable): | N/A |
| Infor/Lawson PO # Code (if applicable): | GRNT |
| CM Contract# | 5525, 5526, 5527 |

| | | |
|--|------------------------------|--|
| Late Submittal Required: | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| Why is the contract being submitted late? | | |
| What is being done to prevent this from reoccurring? | | |

| | | |
|---|------------------------------|--|
| TAC or CTO Required or Authorized IT Standard | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
|---|------------------------------|--|

OTHER THAN FULL AND OPEN COMPETITION

Exemptions (Contract)

Reviewed by Purchasing

| Reviewed by Purchasing | | | | Department Initials | Purchasing |
|--|-----|-------|-----------|------------------------|------------|
| Briefing Memo | | | | MTH | GM |
| Justification Form | | | | MTH | GM |
| IG# | N/A | | | N/A – School districts | N/A |
| Annual Non-Competitive Bid Contract Statement <i>(Not required if item was competitively bid. Form is also not required if going to BOC or Council for approval)</i> | | Date: | N/A | N/A | N/A |
| Debarment/Suspension Verified | | Date: | 6/17/2025 | MTH | GM |
| Auditor’s Findings | | Date: | 6/17/2025 | MTH | GM |
| Vendor’s Submission | | | | N/A | N/A |
| Independent Contractor (I.C.) Form | | Date: | | N/A – School districts | N/A |
| Cover - <i>Master contracts only</i> | | | | MTH | GM |
| Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i> | | | | N/A | N/A |
| TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i> | | | | N/A | N/A |
| Checklist Verification | | | | MTH | GM |

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law

| | | Department Initials |
|---------------------------------|--|----------------------------|
| Agreement/Contract and Exhibits | | MTH documents attached, GM |
| Matrix Law Screen shot | | MTH documents attached, GM |
| COI | | MTH documents attached, GM |
| Workers’ Compensation Insurance | | MTH documents attached, GM |

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

| Time Period | Accounting Unit | Account Number | Activity Code | Account Category or Subaccount | Dollar Amount |
|------------------------------------|-----------------|----------------|----------------|--------------------------------|-----------------------|
| the “Effective Date “ – 12/31/2025 | PW720200 | 55150 | DE-SE0000458 | 55150 | \$512,250.00 |
| the “Effective Date “ – 12/31/2025 | PW720200 | 55150 | PW-24-00E03859 | 55150 | \$819,732.00 |
| | | | TOTAL | | \$1,331,982.00 |

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

| CE/AG# (if applicable) | | N/A | | | |
|--|-----------------|----------------------------------|---------------------------------------|-------------------------------|----------------------------|
| Infor/Lawson PO# and PO Code (if applicable) | | GRNT | | | |
| Lawson RQ# (if applicable) | | N/A | | | |
| CM Contract# | | 5525, 5526, 5527 | | | |
| | Original Amount | Amendment Amount (if applicable) | Original Time Period/Amended End Date | BOC/ Resolution Approval Date | BOC/ Resolution Approval # |
| Original Amount | \$1,331,982.00 | | Effective Date – 12/31/2025 | Pending | Pending |
| Prior Amendment Amounts (list separately) (A-#) | | \$ | | | |
| | | \$ | | | |
| | | \$ | | | |
| Pending Amendment | | \$ | | | |
| Total Amendments | | \$ | | | |
| Total Contract Amount | | \$1,331,982.00 | | | |

PURCHASING USE ONLY

| | |
|---|--|
| Prior Resolutions: | N/A |
| CM#: | 5527 |
| Vendor Name: | Maple Heights City Schools |
| Time Period: | The latest date of signature (the “Effective Date “– 12/31/2025 |
| Amount: | NTE \$443,994.00 |
| History/CE: | N/A |
| EL: | ok |
| Purchasing Notes: | Department of Public Works/Division of Public Utilities is requesting approval of Solar for Schools Master Subgrant Agreement for Solar Array Installations in three school districts (Cleveland Metropolitan School District, East Cleveland City Schools & Maple Heights City Schools) in total amount NTE \$1,331,982.00. The East Cleveland City School District is slated to receive an amount not-to-exceed \$443,994.00. Funding: 38% 100% U.S. Department of Energy & 62% U.S. Environmental Protection Agency. Funds from EJG2G (activity PW-24-00E03859) will not be certified at this time |
| Purchasing Agents Initials and date of approval | GM, 08/05/2025 |

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0252

| | |
|--|--|
| Sponsored by: County Executive Ronayne/Sheriff's Department | A Resolution authorizing an amendment to Agreement No. 401 with The MetroHealth System for an Opioid Treatment Program and addiction support services for inmates detained at the Cuyahoga County Corrections Center for the period 3/23/2021 – 12/31/2024 to extend the time period to 12/31/2026, to amend the terms, and for additional funds in the amount not-to-exceed \$2,882,687.00, effective upon signatures of all parties, reflecting retroactive budget changes as of 1/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.. |
| Co-sponsored by: Councilmember Turner | |

WHEREAS, the County Executive/Sheriff's Department recommends an amendment to Agreement No. 401 with The MetroHealth System for an Opioid Treatment Program and addiction support services for inmates detained at the Cuyahoga County Corrections Center for the period 3/23/2021 – 12/31/2024 to extend the time period to 12/31/2026, to amend the terms and for additional funds in the amount not-to-exceed \$2,882,687.00, effective upon signatures of all parties, reflecting retroactive budget changes as of 1/1/2025 ; and

WHEREAS, the primary goals of this project are to (a) create an Opioid Treatment Program to support addicted inmates at the Cuyahoga County Corrections Center and (b) increase support for Treating Opioid Use Disorder; and

WHEREAS, this project is funded 100% Opioid Settlement Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorize an amendment to Agreement No. 401 with The MetroHealth System for an Opioid

Treatment Program and addiction support services for inmates detained at the Cuyahoga County Corrections Center for the period 3/23/2021 – 12/31/2024 to extend the time period to 12/31/2026, to amend the terms, and for additional funds in the amount not-to-exceed \$2,882,687.00, effective upon signatures of all parties, reflecting retroactive budget changes as of 1/1/2025.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: July 22, 2025

Committee(s) Assigned: Public Safety & Justice Affairs

Additional Sponsorship Requested in Committee: September 17, 2025

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0258

Sponsored by: **County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services**

A Resolution authorizing an amendment to a Master Contract with various providers for Supplemental Nutrition Assistance Program (SNAP) to Skills Employment and Training services for the period 10/1/2023 – 9/30/2025 to extend the time period to 9/30/2026 and for additional funds in the total amount not-to-exceed \$1,300,000.00, effective 10/1/2025; authorizing the County Executive to execute the Master Contract and all other documents consistent with this Resolution and declaring the necessity that this Resolution become immediately effective.

WHEREAS, the County Executive/Department of Health and Human Services/Cuyahoga Job and Family Services recommends an amendment to a Master Contract with various providers for Supplemental Nutrition Assistance Program (SNAP) to Skills Employment and Training services for the period 10/1/2023 – 9/30/2025 to extend the time period to 9/30/2026 and for additional funds in the total amount not-to-exceed \$1,300,000.00, effective 10/1/2025, as follows:

- a) Contract No. 3684 with The Centers for Families and Children in the anticipated amount of \$140,000.00.
- b) Contract No. 3704 with Cleveland Center for Arts & Technology dba New Bridge Cleveland in the anticipated amount of \$400,000.00.
- c) Contract No. 3707 with Cuyahoga County Public Library in the anticipated amount of \$50,000.00.
- d) Contract No. 3710 with Goodwill Industries of Greater Cleveland and East Central Ohio, Inc. in the anticipated amount of \$60,000.00.
- e) Contract No. 3706 with Lutheran Metropolitan Ministry in the anticipated amount of \$150,000.00.
- f) Contract No. 3708 with Towards Employment in the anticipated amount of \$200,000.00.

- g) Contract No. 3711 with West Side Catholic Cener in the anticipated amount of \$300,000.00; and

WHEREAS, the primary goal of this project is to provide high quality employment and training services to Supplemental Nutrition Assistance Program (SNAP) recipients and enhance participation in the SNAP Employment and Training program (SNAP E&T); and

WHEREAS, the project is funded 100% Federal Food Assistance Employment & Training Fund (FAET); and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to a Master Contract with various providers for Supplemental Nutrition Assistance Program (SNAP) to Skills Employment and Training services for the period 10/1/2023 – 9/30/2025 to extend the time period to 9/30/2026, to make budget line-item revisions, and for additional funds in the total amount not-to-exceed \$1,300,000.00, effective 10/1/2025, as follows:

- a) Contract No. 3684 with The Centers for Families and Children in the anticipated amount of \$140,000.00.
- b) Contract No. 3704 with Cleveland Center for Arts & Technology dba New Bridge Cleveland in the anticipated amount of \$400,000.00.
- c) Contract No. 3707 with Cuyahoga County Public Library in the anticipated amount of \$50,000.00.
- d) Contract No. 3710 with Goodwill Industries of Greater Cleveland and East Central Ohio, Inc. in the anticipated amount of \$60,000.00.
- e) Contract No. 3706 with Lutheran Metropolitan Ministry in the anticipated amount of \$150,000.00.
- f) Contract No. 3708 with Towards Employment in the anticipated amount of \$200,000.00.
- g) Contract No. 3711 with West Side Catholic Cener in the anticipated amount of \$300,000.00.

SECTION 2. That the County Executive is authorized to execute the Master Contract and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: August 5, 2025

Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0259

| | |
|--|--|
| Sponsored by: County Executive Ronayne/Sheriff's Department | A Resolution authorizing an amendment to Contract No. 3344 (fka Contract No. 2574) with Keefe Commissary Network, LLC for Jail Commissary services for the period 8/11/2022 – 8/10/2025 to extend the time period to 12/31/2030, to establish a not to exceed amount of the contract at \$15,500,000.00, and to amend menu prices, effective 8/10/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. |
| Co-sponsored by: Councilmember Turner | |

WHEREAS, the County Executive/Sheriff Department recommends an amendment to Contract No. 3344 (fka Contract No. 2574) with Keefe Commissary Network, LLC for Jail Commissary services for the period 8/11/2022 – 8/10/2025 to extend the time period to 12/31/2030, to establish a not to exceed amount of the contract at \$15,500,000.00, and to amend menu prices, effective 8/10/2025; and

WHEREAS, the primary goal of this amendment is to continue to provide commissary services to all county jails; and

WHEREAS, this project is revenue generating as items are purchased using Commissary Funds and then revenue from the sale of the items is deposited back into the commissary account; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 3344 (fka Contract No. 2574) with Keefe Commissary Network, LLC for Jail Commissary services for the period 8/1/2022 – 8/10/2025 to extend the time period to 12/31/2030, to establish a not to exceed amount of the contract at \$15,500,000.00, and to amend menu prices, effective 8/10/2025.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: August 5, 2025
Committee(s) Assigned: Public Safety & Justice Affairs

Additional Sponsorship Requested in Committee: September 17, 2025

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0264

| | |
|---|--|
| Sponsored by: County Executive Ronayne | A Resolution confirming the County Executive’s appointment of Michael Negray to serve on Cuyahoga County Corrections Planning Board for the term 1/2/2025 – 1/1/2028 and declaring the necessity that this Resolution become immediately effective. |
| Co-sponsored by: Councilmember Sweeney | |

WHEREAS, Chapter 5149 of the Ohio Revised Code (ORC) provides for the organization of a community-based corrections program; and

WHEREAS, ORC 5149.34 provides for the creation of a County Corrections Planning Board and further provides for the composition of the board and the means by which appointments are made; and

WHEREAS, Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;” and

WHEREAS, County Executive Budish has nominated Michael Negray to serve on the Cuyahoga County Corrections Planning Board for the term 1/2/2025 – 1/1/2028; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive’s appointment of Michael Negray to serve on the Cuyahoga County Corrections Planning Board for the term 1/2/2025 – 1/1/2028.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this

resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025

Committee(s) Assigned: Human Resources, Appointments & Equity

Additional Sponsorship Requested in Committee: September 16, 2025

Journal _____

_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0265

| | |
|---|--|
| Sponsored by: County Executive Ronayne | A Resolution confirming the County Executive's reappointment of Dr. Lauren Beene to serve on the Cuyahoga County Women's Health Commission for the term 5/1/2025 – 4/30/2028 and declaring the necessity that this Resolution become immediately effective. |
|---|--|

WHEREAS, the Cuyahoga County Women's Health Commission was created to serve as a resource for information, advice and recommendations regarding goals, strategies and programs of the County to support women's health and the rights of women to make their own healthcare decisions and have access to a full range of reproductive healthcare options; and

WHEREAS, in accordance with Section 206.03 of the County Code, the Cuyahoga County Women's Health Commission shall be composed of thirteen (13) members, including the County Executive or the Executive's designee, the County Council President or the Council President's designee, the Director of Health and Human Services or the Director's designee, the President of the MetroHealth System or the System President's designee, and nine (9) members appointed by the County Executive and confirmed by County Council who are electors of Cuyahoga County (the "Community Appointees"); and

WHEREAS, three (3) of the Community Appointees shall have an initial term of one (1) year, three (3) of the Community Appointees shall have an initial term of two (2) years, and three (3) of the Community Appointees shall have an initial term of three (3) years; thereafter, all terms shall be for three (3) years; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council,".

WHEREAS, County Executive Ronayne has nominated Dr. Lauren Beene to serve as a Community Appointee on the Cuyahoga County Women’s Health Commission for the term 5/1/2025 – 4/30/2028.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive’s reappointment of Dr. Lauren Beene to serve on the Cuyahoga County Women’s Health Commission for the term 5/1/2025 – 4/30/2028.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal_____

_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0268

| | |
|--|---|
| Sponsored by: County Executive Ronayne/Department of Public Works | A Resolution authorizing an amendment to Contract No. 2359 (fka Contract Nos. 900 & CE1500299-01, 02, 03 and 06) with Halle Industrial Park, LLC for lease of space located at 1890 East 40 th Street, Cleveland, Ohio 6/1/2015 - 8/31/2025, to extend the time period to 8/31/2030, to amend terms, and for additional funds in the amount not-to-exceed \$8,513,154.72; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. |
| Co-sponsored by: Councilmember Conwell | |

WHEREAS, the County Executive/Department of Public Works has recommended an amendment to Contract No. 2359 (fka Contract Nos. 900 & CE1500299-01, 02, 03 and 06) with Halle Industrial Park, LLC for lease of space located at 1890 East 40th Street, Cleveland, Ohio 6/1/2015 - 8/31/2025, to extend the time period to 8/31/2030, to amend terms, and for additional funds in the amount not-to-exceed \$8,513,154.72; and

WHEREAS, the County and Halle Industrial Park, LLC entered into Contract No. CE1500299 for lease of office and storage space at 1890 East 40th Street, Cleveland, Ohio, for various, County functions, including Archives, Board of Elections and Children and Family Services, for the period of 6/1/2015 – 8/31/2025 , to extend the time period to 8/31/2030 and for additional funds in the amount not-to-exceed \$8,513,154.72; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council authorizes an amendment to Contract No. 2359 (fka Contract Nos. 900 & CE1500299-01, 02, 03 and 06) with Halle Industrial Park, LLC for lease of space located at 1890 East 40th Street, Cleveland, Ohio 6/1/2015 - 8/31/2025, to extend the time period to 8/31/2030, to amend terms, and for additional funds in the amount not-to-exceed \$8,513,154.72.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025

Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested in Committee: September 17, 2025

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0270

| | |
|---|--|
| Sponsored by: County Executive Ronayne/Department of Housing and Community Development | A Resolution authorizing nine affordable housing loans to various organizations in the amount not-to-exceed \$5,100,000.00 for the Affordable Housing Gap Financing Program which will assist in the creation of 557 new construction, affordable housing units and the retention of 147 units; authorizing the County Executive and/or Director of Housing and Community Development to execute all documents consistent with said loans and this Resolution; and declaring the necessity that this Resolution become immediately effective. |
| Co-sponsored by: Councilmember Houser | |

WHEREAS, the County Executive/Department of Housing and Community Development recommends nine affordable housing loans to various organizations in the amount not-to-exceed \$5,100,000.00 for the Affordable Housing Gap Financing Program which will assist in the creation of 557 new construction, affordable housing units and the retention of 147 affordable housing units as follows:

- a) Cleveland West Veterans Housing L.P. in the amount not-to-exceed \$1,000,000.00 for the development of 62 units of multifamily and permanent supportive housing for homeless veterans located at 3311 West 73rd Street om the City of Cleveland.
- b) Hough Senior Independent Living L.P. in the amount not-to-exceed \$500,000.00 for the development of 55 units of permanent supportive housing for seniors for located at 8910 Hough Avenue in the City of Cleveland.
- c) Cleveland Heights Senior Housing Limited Partnership in the amount not-to-exceed \$600,000.00 for the development of 71 senior housing units located at 2728 Lancashire Road in the City of Cleveland Heights.
- d) Depot on Detroit L.P. in the amount not-to-exceed \$500,000.00 for the development of 60 multifamily housing units located at 10300 Detroit Avenue in the City of Cleveland.
- e) Gateway 66 Limited Partnership in the amount not-to-exceed \$500,000.00 for the development of 80 multifamily housing units located at 1521 E. 66th Street in the City of Cleveland.

- f) Fairfax Innovation Square 2, L.P. in the amount not-to-exceed \$500,000.00 for the development of 67 multifamily housing units located at 2287 East 103rd Street in the City of Cleveland.
- g) Kirby Manor Senior Housing Limited Partnership in the amount not-to-exceed \$500,000.00 for the substantial rehabilitation of 147 units of senior housing located at 11500 Detroit Avenue in the City of Cleveland.
- h) Midtown Lofts LLC in the amount not-to-exceed \$500,000.00 for the development of 120 units of multifamily housing located at 3300 Payne Avenue in the City of Cleveland.
- i) Walton Senior LLC in the amount not-to-exceed \$500,000.00 for the development of 52 units of senior housing located at 3577 Walton Avenue in the City of Cleveland.

WHEREAS, the primary goal of this project is to assist in the creation of 557 new construction, affordable housing units and the retention of 147 affordable housing units; and

WHEREAS, this project is funded 100% Federal HOME Investment Partnership Act Fund; and

WHEREAS, these projects and their respective funding is contingent upon a) The successful completion of a required environmental Review and Release of Required funding in accordance with the U.S. Department of Housing and Urban Development regulations and b) Compliance with the requirements of the Build America, Buy America (BABA) Act, 41 USC 8301 note, and all applicable rules and notices, as may be amended, if applicable to the infrastructure project.

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes nine affordable housing loans to various organizations in the amount not-to-exceed \$5,100,000.00 for the Affordable Housing Gap Financing Program which will assist in the creation of 557 new construction, affordable housing units and the retention of 147 affordable housing units as follows:

- a) Cleveland West Veterans Housing L.P. in the amount not-to-exceed \$1,000,000.00 for the development of 62 units of multifamily and permanent supportive housing for homeless veterans located at 3311 West 73rd Street in the City of Cleveland.
- b) Hough Senior Independent Living L.P. in the amount not-to-exceed \$500,000.00 for the development of 55 units of permanent supportive housing for seniors for located at 8910 Hough Avenue in the City of Cleveland.

- c) Cleveland Heights Senior Housing Limited Partnership in the amount not-to-exceed \$600,000.00 for the development of 71 senior housing units located at 2728 Lancashire Road in the City of Cleveland Heights.
- d) Depot on Detroit L.P. in the amount not-to-exceed \$500,000.00 for the development of 60 multifamily housing units located at 10300 Detroit Avenue in the City of Cleveland.
- e) Gateway 66 Limited Partnership in the amount not-to-exceed \$500,000.00 for the development of 80 multifamily housing units located at 1521 E. 66th Street in the City of Cleveland.
- f) Fairfax Innovation Square 2, L.P. in the amount not-to-exceed \$500,000.00 for the development of 67 multifamily housing units located at 2287 East 103rd Street in the City of Cleveland.
- g) Kirby Manor Senior Housing Limited Partnership in the amount not-to-exceed \$500,000.00 for the substantial rehabilitation of 147 units of senior housing located at 11500 Detroit Avenue in the City of Cleveland.
- h) Midtown Lofts LLC in the amount not-to-exceed \$500,000.00 for the development of 120 units of multifamily housing located at 3300 Payne Avenue in the City of Cleveland.
- i) Walton Senior LLC in the amount not-to-exceed \$500,000.00 for the development of 52 units of senior housing located at 3577 Walton Avenue in the City of Cleveland.

SECTION 2. That the County Executive and/or the Director of Housing and Community Development are authorized to execute all other documents consistent with said loans and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025

Committee(s) Assigned: Community Development & Housing

Additional Sponsorship Requested in Committee: September 15, 2025

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0271

Sponsored by: **County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services**

A Resolution authorizing an amendment to Contract No. 5003 (fka Contract No. 4223) with Catholic Charities Corporation for success coaching services for eligible Ohio Works First applicants and management of the incentive payment system in connection with the Benefit Bridge pilot program for the period 3/1/2024 – 6/30/2025 to extend the time period to 6/30/2026, to amend terms, and for additional funds in the amount not-to-exceed \$1,996,754.24, effective 3/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.

WHEREAS, the County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services recommends an amendment to Contract No. 5003 (fka Contract No. 4223) with Catholic Charities Corporation for success coaching services for eligible Ohio Works First applicants and management of the incentive payment system in connection with the Benefit Bridge pilot program for the period 3/1/2024 – 6/30/2025 to extend the time period to 6/30/2026, to amend terms, and for additional funds in the amount not-to-exceed \$1,996,754.24, effective 3/1/2025; and

WHEREAS, the primary goals of this project are performing assessments and interviews utilizing the Mobility Mentoring system and assisting each participant in developing and clearly articulating their unique goals and bridge to self-sufficiency; and

WHEREAS, this project is funded 100% Federal Temporary Assistance for Needy Families (TANF) Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 5003 (fka Contract No. 4223) with Catholic Charities Corporation for success coaching services for eligible Ohio Works First applicants and management of the incentive payment system in connection with the Benefit Bridge pilot program for the period 3/1/2024 – 6/30/2025 to extend the time period to 6/30/2026, to amend terms, and for additional funds in the amount not-to-exceed \$1,996,754.24, effective 3/1/2025.

SECTION 2. That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0272

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| Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Children and Family Services | A Resolution authorizing an amendment to a Master Contract with various providers for emergency assistance services for the period 9/1/2024 – 8/31/2025 to extend the time period to 8/31/2026 and for additional funds in the total amount not-to-exceed \$1,575,000.00, effective 9/1/2025; authorizing the County Executive to execute the Master Contract and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective. |
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WHEREAS, the County Executive Ronayne/Department of Health and Human Services/Division of Children and Family Services recommends an amendment to a Master Contract with various providers for emergency assistance services for the period 9/1/2024 – 8/31/2025 to extend the time period to 8/31/2026 and for additional funds in the total amount not-to-exceed \$1,575,000.00, effective 9/1/2025 as follows:

- a. Contract No. 4620 with A-Z Furniture Co. Inc. in the anticipated amount of \$315,000.00.
- b. Contract No. 4617 with Burlington Stores, Inc. in the anticipated amount of \$500,000.00.
- c. Contract No. 4622 with Dave’s Supermarket, Inc. in the anticipated amount of \$125,000.00.
- d. Contract No. 4621 with Penney OpCo LLC, dba J C Penney in the anticipated amount of \$250,000.00.
- e. Contract No. 4619 with West 25th Furnishings and Appliances, Inc. in the anticipated amount of \$385,000.00; and

WHEREAS, the primary goal of this project is to provide basic food and household furnishings in order to divert family/caregivers from further involvement with DCFS, while they are experiencing a crisis; and

WHEREAS, this project is funded 65% Health and Human Services Levy fund and 35% Federal Title IV-E; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to a Master Contract with various providers for emergency assistance services for the period 9/1/2024 – 8/31/2025 to extend the time period to 8/31/2026 and for additional funds in the total amount not-to-exceed \$1,575,000.00, effective 9/1/2025 as follows:

- a. Contract No. 4620 with A-Z Furniture Co. Inc. in the anticipated amount of \$315,000.00.
- b. Contract No. 4617 with Burlington Stores, Inc. in the anticipated amount of \$500,000.00.
- c. Contract No. 4622 with Dave's Supermarket, Inc. in the anticipated amount of \$125,000.00.
- d. Contract No. 4621 with Penney OpCo LLC, dba J C Penney in the anticipated amount of \$250,000.00.
- e. Contract No. 4619 with West 25th Furnishings and Appliances, Inc. in the anticipated amount of \$385,000.00; and

SECTION 2. That the County Executive is authorized to execute the Master Contract and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0241

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| Sponsored by: County Executive Ronayne/Department Public Safety and Justice Services | A Resolution authorizing a contract with The Centers for Families and Children in the amount not-to-exceed \$7,000,000.00 for capital funding towards the construction of a new Comprehensive Behavioral Healthcare Center with priority for the development of a detoxification unit, effective upon signatures of all parties through 12/31/2026; authorizing the County Executive to execute Contract No. 5477 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. |
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WHEREAS, the County Executive/Department of Public Safety and Justice Services recommends entering into a contract with The Centers for Families and Children in the amount not-to-exceed \$7,000,000.00 for capital funding towards the construction of a new Comprehensive Behavioral Healthcare Center with priority for the development of a detoxification unit, effective upon signatures of all parties through 12/31/2026; and

WHEREAS, the primary goal of this project is the construction of a behavioral health crisis center and inclusion of a detoxification unit; and

WHEREAS, this project is funded 100% Opioid Settlement Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes a contract with The Centers for Families and Children in the amount not-to-exceed \$7,000,000.00 for capital funding towards the construction of a new Comprehensive Behavioral Healthcare Center with priority for the development of a detoxification unit, effective upon signatures of all parties through 12/31/2026.

SECTION 2. That the County Executive is authorized to execute Contract No. 5477 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: July 8, 2025
Committee(s) Assigned: Public Safety & Justice Affairs

Journal _____
_____, 20__