

**SIGN REVIEW BOARD
CITY OF WILLOUGHBY
JANUARY 27, 2020
REGULAR MEETING
MINUTES**

PRESENT: Tara Ward; Jim Shannon; George Phillips; John Popelka; Joseph Koskovics, Chairman
ABSENT: None
OTHERS: Vicki Grinstead, Secretary

Chairman Koskovics called the regular meeting to order at 6:00 p.m.

OLD BUSINESS

None

NEW BUSINESS

Bloom Beauty Room
36495 Vine St./#F
(Rep.-Jessica Ruff, Ruff Neon & Lighting)

(1) Illuminated projecting wall sign
(1) Illuminated freestanding ground sign,
face replacement

Jessica Ruff of Ruff Neon & Lighting, is representing the application for Bloom Beauty Room.

Ms. Ruff said they are proposing a set of illuminated channel letters that will be installed on a new raceway. They will remove the previous signage and repair and paint the building so there is no shadowing left from the former sign. The illuminated ground sign is a double-sided face replacement with black vinyl lettering.

Mr. Popelka moved to accept the sign package as submitted for Bloom Beauty Room, 36495 Vine St./#F, Willoughby, OH 44094 and Mr. Shannon seconded.

ROLL CALL: Yeas: G. Phillips; T. Ward; J. Shannon; J. Popelka; J. Koskovics, Chairman
Nays: None
Absent: None

Motion Carried: APPROVED

Sign Review Board

Election – 2020
Chairman
Vice Chairperson
Secretary

Mrs. Ward moved to nominate Joe Koskovics for Chairman of the Sign Review Board for the year 2020 and Mr. Phillips seconded.

**Sign Review Board
City of Willoughby
Regular Meeting Minutes
January 27, 2020**

ROLL CALL: Yeas: T. Ward; J. Shannon; G. Phillips; J. Popelka; J. Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: APPROVED

There were no other nominations.

Mr. Popelka moved to elect Joe Koskovics for Chairman of the Sign Review Board for the year 2020 and Mrs. Ward seconded.

ROLL CALL: Yeas: J. Shannon; J. Popelka; G. Phillips; T. Ward; J. Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: APPROVED

Mr. Popelka moved to nominate Tara Ward for Vice Chairperson of the Sign Review Board for the year 2020 and Mr. Shannon seconded.

ROLL CALL: Yeas: J. Popelka; G. Phillips; T. Ward; J. Shannon; J. Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: APPROVED

There were no other nominations.

Mr. Popelka moved to elect Tara Ward for Vice Chairperson of the Sign Review Board for the year 2020 and Mr. Shannon seconded.

ROLL CALL: Yeas: G. Phillips; T. Ward; J. Shannon; J. Popelka; J. Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: APPROVED

Mr. Phillips moved to nominate Vicki Grinstead for Secretary of the Sign Review Board for the year 2020 and Mr. Popelka seconded.

**Sign Review Board
City of Willoughby
Regular Meeting Minutes
January 27, 2020**

ROLL CALL: Yeas: T. Ward; J. Shannon; J. Popelka; G. Phillips; J. Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: APPROVED

There were no other nominations.

Mrs. Ward moved to elect Vicki Grinstead for Secretary of the Sign Review Board for the year 2020 and Mr. Shannon seconded.

ROLL CALL: Yeas: J. Shannon; J. Popelka; G. Phillips; T. Ward; J. Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: APPROVED

MINUTES

Regular Meeting Minutes

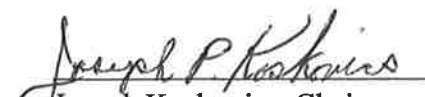
January 13, 2020

Mr. Shannon moved to approve the January 13, 2020 minutes as submitted and Mr. Phillips seconded.

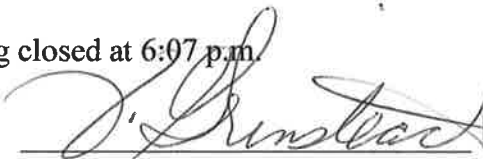
ROLL CALL: Yeas: G. Phillips; T. Ward; J. Shannon; J. Popelka; J. Koskovics, Chairman
 Nays: None
 Absent: None

Motion Carried: APPROVED

There being no further business the regular meeting closed at 6:07 p.m.



Joseph Koskovics, Chairman



Vicki Grinstead, Secretary