



Daniel J. Anderson, At-Large
Kristie Sievers, Ward 1
Ken J. Kary, Ward 2
John Tomaselli, Ward 3, Vice President

Robert E. Carr, Ward 4, President
Mike L. Merhar, Ward 5
Daniel J. Garry, Ward 6
Alisa J. Novak, Clerk

WEEKLY MEETING SCHEDULE

TO: All Councilmen, Administration, News Media, and other parties requesting notice pursuant to Codified Ordinance Chapter 107.

FROM: Alisa Novak
Clerk of Council

DATE: November 14, 2025

RE: Meeting Schedule

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The following meetings have been scheduled by Council for the week of November 17, 2025:

<u>TIME</u>	<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>
6:30 p.m.	11/18/2025	Tuesday	Legislative Caucus*
7:00 p.m.	11/18/2025	Tuesday	Regular Council Meeting**

OTHER MEETINGS SCHEDULED:

10:00 a.m.	11/18/2025	Tuesday	Records Commission
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*The general purpose of the Legislative Caucus meeting is to review legislation on the Regular Council agenda including any addenda and other related matters.

**The general purpose of the Regular Council meeting is to consider items on the agenda. In addition, legislation resulting from unanticipated circumstances will appear on an addendum to the Regular Council agenda for discussion and possible action.



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**AGENDA
REGULAR COUNCIL MEETING
(REMOTE ACCESS – ZOOM MEETING ID #816 9285 4835)*
NOVEMBER 18, 2025**

PUBLIC HEARING – 7:05 p.m. – Recessed from 10/21/25 Meeting
Proposed C.O. Text Amendments (see attached)

**ROLL CALL
PRAYER AND PLEDGE OF ALLEGIANCE
APPROVAL OF MINUTES – Regular Council Meeting of October 21, 2025**

STANDING AND REGULAR COMMITTEE REPORTS

	<u>Chairman</u>	<u>Members</u>
COMMITTEE OF FULL	Bob Carr	All Council
ECONOMIC DEVELOPMENT COMMITTEE	Dan Anderson	Ken Kary Mike Merhar
ENVIRONMENTAL PLANNING	Ken Kary	Dan Garry Dan Anderson
FINANCE AND AUDIT COMMITTEE	John Tomaselli	Dan Garry Ken Kary
PARKS & RECREATION COMMITTEE	Kristie Sievers.....	Dan Garry John Tomaselli
PERSONNEL COMMITTEE	Mike Merhar.....	Dan Anderson Kristie Sievers
SAFETY COMMITTEE	John Tomaselli	Ken Kary Dan Anderson
SERVICE COMMITTEE	Dan Anderson.....	Dan Garry John Tomaselli
WPCC COMMITTEE	Dan Garry	Mike Merhar Kristie Sievers
PLANNING COMMISSION	Council Member	Ken Kary
CORRESPONDENCE PUBLIC PORTION		

*To listen only, Dial 1-301-715-8592 or 1-312-626-6799 and enter Zoom ID.

UNFINISHED BUSINESS:

ORDINANCE NO. 2025-129 - Tabled

An ordinance amending Chapters 1103, 1131, 1141, and 1155 of the Codified Ordinances of the City of Willoughby, Ohio titled, "Definitions", "One Family Residential Districts", "Business Districts", and "Use Specific Regulations", respectively, and declaring an emergency.

NEW BUSINESS:

ORDINANCE NO. 2025-130

An ordinance replacing Chapter 195 of the Codified Ordinances of the City of Willoughby, Ohio, titled, "Transient Guest Tax", in its entirety.

ORDINANCE NO. 2025-131

An ordinance amending Chapter 779 of the Codified Ordinances of the City of Willoughby, Ohio, titled, "Transient Guest Registration"; specifically, Section 779.01 titled, "Register Required; Exceptions" and Section 779.03 titled, "False Registration".

ORDINANCE NO. 2025-132

An ordinance to provide proper clerical referencing by amending Chapters 1131, 1135, 1141, and 1145 of the Codified Ordinances of the City of Willoughby, Ohio, titled, "One-Family Residential Districts", "Multi-Family Residential Districts", "Business Districts", and "Industrial Districts", respectively.

RESOLUTION NO. 2025-133

A resolution authorizing the Mayor to enter into a contract with Chivers Construction Co., Inc. in the amount of \$9,868,686.00 for implementation of the Lakeshore Boulevard East Equalization Basin Project Phase 2, and declaring an emergency.

RESOLUTION NO. 2025-134

A resolution declaring it necessary to construct certain sidewalks in the City of Willoughby, Ohio, within the locations designated herein, and declaring an emergency.

Mayor's Report

Directors' Reports

Councilmen Reports

Executive Session – The purpose of the Executive Session is in accordance with ORC 121.22(G)2 to consider the purchase of property for public purposes and ORC 121.22(G)3 to discuss pending litigation.

Adjournment

LEGAL NOTICE

Pursuant to Chapter 1115.03(f) of the Codified Ordinances of the City of Willoughby, Ohio notice is hereby given of a Public Hearing to be held by the Council on Tuesday, October 21, 2025 at 7:05 p.m. in the Municipal Building, One Public Square, Willoughby, Ohio.

Said hearing will be held on the following proposed text changes to the Planning and Zoning Code:

Amend Chapter 1103 titled "Definitions", specifically Section 1103.03 titled "Definitions of General Terms" adding definitions for "Hosting Platform", "Short Term Rental", and "Transient Guest"; Chapter 1131 titled "One Family Residential Districts", specifically Section 1131.03 titled "Schedule of Permitted Uses" adding schedule of permitted uses for Short Term Rental; Chapter 1141 titled "Business Districts", specifically Section 1141.03 titled "Schedule of Permitted Uses" adding schedule of permitted uses for Short Term Rental; Chapter 1155 titled "Use Specific Regulations", specifically Section 1155.04 titled "Use-Specific Regulations" adding standards and requirements for Short Term Rental.

BY ORDER OF THE COUNCIL OF THE CITY OF WILLOUGHBY

Alisa Novak
Clerk of Council

Publish: October 3, 2025