

AN ORDINANCE AMENDING CODIFIED ORDINANCE SECTIONS 220.04: COUNCIL PRESIDENT; 220.05: STANDING COMMITTEES; 220.06: SPECIAL COMMITTEES; AND DECLARING AN EMERGENCY.

WHEREAS, Council has recommended amending Codified Ordinance Section 220.05; and

WHEREAS, Council, coming now to consider said recommendation, approves it in full.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF
THE CITY OF AVON LAKE, STATE OF OHIO:

Section No. 1: That Codified Ordinance Section 220.04 is hereby amended as follows:

§ 220.04 COUNCIL PRESIDENT.

(a) Not later than seven days after the certification of general election results by the Board of Elections, the presiding **Council** President ~~of Council~~ shall convene a meeting of the Council-elect. The sole purpose of this meeting shall be to elect the President of Council and President Pro Tempore for the new upcoming term.

(b) The **Council** President ~~of Council~~ shall act as presiding officer at all regular meetings, special meetings, collective committee meetings and work sessions of Council and shall be responsible for the orderly function and coordination of all Council activities.

Section No. 2: That Codified Ordinance Section 220.05 is hereby amended as follows:

§ 220.05 STANDING COMMITTEES.

(a) Within 19 days following the ~~President of Council~~ **President's** election, the Council-elect shall meet ~~again~~ to discuss **standing** committee assignments, with Chairpersons recommended by the Council President-elect. Such assignments shall be confirmed by a majority of the members of Council at their organizational meeting.

(b) The following standing committees shall perform the duties prescribed in this section.

(1) Building and Utilities Committee.

A. All ordinances, resolutions and other matters relating to **the Communications and Technology Department; the city-owned cable access channels and studio, including telephones, radios, computer hardware or software, social media, city website, marketing, technology, community outreach;** water, ~~storm, sanitary, and combined sewers~~ additions, repairs, and improvements of ~~storm, sanitary, and combined sewers~~, hydrants, electrical lines, gas lines, **data lines**, index of line breaks, ~~installations of sewers to enclose open ditches, and sewage disposal~~ sewer assessments and such matters **shall be** referred to the Building and Utilities Committee under the jurisdiction of the city and Avon Lake Regional Water; **and** are the responsibility of the Building and Utilities Committee for study, **investigation** and ~~report~~ **recommendation** to Council.

B. **Whenever possible**, the Chair**person** of the Buildings and Utilities Committee will attend Avon Lake Regional Water public meetings ~~when possible~~.

C. **One member of the Building and Utilities Committee shall serve as an ex officio, non-voting member of the Communications and Technology Commission.**

D. Reviews the Building Department's **goals and objectives** ~~and goals, public transportation, railroad crossings, including construction and renovation of buildings,~~ issues pertaining to water, gas ~~and shoreline protection. In addition, maintenance of ditches catch basins,~~ electrical light and power ~~matters~~ shall be considered and recommended **to Council.**

~~D.~~ E. Reviews city utility contracts with power distribution, including street lights.

~~E.~~ F. Works with other committees related to renewable energy.

G. **Oversees issues of informational technology within the Council Chamber and the city, including network security, radios and all other communications.**

(2) Economic Development Committee.

A. All ordinances, resolutions and other matters relating to economic development and involving the Community Development Department, including, but not limited to, retaining existing businesses and attracting new businesses to Avon Lake shall be referred to the Economic Development Committee for study, investigation and recommendation to Council, except that such referral on a particular matter may be waived by the ~~President of Council~~ **President** upon the Mayor's request and advice that timely consideration of such matter by Council is necessary or appropriate.

B. **Works** with members of the Community Improvement Corporation.

C. **Reviews the Recreation Department's goals and objectives, along with recreational programming (includes youth and senior services and other recreational activities).**

D. **Proposes arts and humanities programming.**

E. **Oversees and advises all matters related to public transportation.**

(3) ~~Communications, Environmental, and Recreational Programming~~ **Environmental** Committee.

A. All ordinances, resolutions and other matters relating to natural resources and environmental protection; **shoreline protection; preservation and conservation of Lake Erie; recycling; yard waste, waste collection and contract, leaf humus, branch pickup and woodchips; compost; and inventory of brownfields** shall be referred to the ~~Communications, Environmental, and Recreational Programming~~ **Environmental** Committee for **study**, investigation and recommendation to Council.

~~B. All ordinances, resolutions and other matters relating to the Communications and Technology Department, and the city-owned cable access channels and studio, including telephones, computer hardware or software, social media, city website, marketing and community outreach shall be referred to the Communications, Environmental, and Recreational Programming Committee for investigation and recommendation to Council.~~

~~C.B.~~ One member of the ~~Communications, Environmental, and Recreational Programming~~ **Environmental** Committee shall serve as an ex officio, **non-voting** member of the Environmental Affairs Advisory Board.

~~D. One member of the Communications, Environmental, and Recreational Programming Committee shall serve as an ex officio member of the Avon Lake Communications and Technology Commission.~~

~~E. Reviews city website and all forms of social media communications and community outreach and noted technology.~~

~~F. Reviews the Recreation Department objectives and goals along with recreational programming (includes youth and senior services and other recreational activities).~~

G.C. Proposes green renewable energy and alternative energies.

~~H. Oversees issues of informational technology within Council Chamber and the city including network security, radios and all other communications.~~

I. ~~Continue reviewing and lobbying to protect the shores of Lake Erie.~~

J. ~~Proposes arts and humanities programming.~~

(4) Finance Committee.

A. All ordinances, resolutions, and other matters relating to finances, indebtedness, appropriations, payment of moneys and taxation, and all matters involving the office of the Finance Director and insurance and pensions of employees, shall be referred to the Finance Committee for study, investigation, and ~~reporting~~ **recommendation** to ~~members of~~ Council.

B. **Quarterly, reviews and compares expenditures against the established budget to identify and analyze possible fiscal trends that may affect the city's financial position.** ~~As provided in Chapter 270, members of the Finance Committee shall also serve as members of the Audit Commission.~~

C. Oversees the ongoing review of **the** city budget, annual appropriations, bond issues, levies, and possible legal issues affecting the city.

D. Reviews the goals and objectives of the Finance Department.

(5) Human Resources Committee.

A. All ordinances, resolutions and other matters relating to the hiring or promotion of new or existing employees; the grade and step increases of qualifying city employees; the determination of grades and steps for newly created positions; the writing or amending of job descriptions and other matters involving the office of Human Resources pertaining to Chapter 258 shall be referred to the Human Resources Committee for a **study, investigation and** recommendation to ~~members of~~ Council.

B. All ordinances, resolutions and other matters relating to negotiations of wage and salary increases for city employees, and the provision of fringe benefits for such employees and special programs, shall be considered and recommended by the Human Resources Committee to members of Council.

C. The **Human Resources** Committee shall include among its members the Chairpersons of the Finance and Public Safety and Health Committees. A member of the Board of Municipal Utilities and a member of the Civil Service Commission shall serve as ex officio, **non-voting** members, ~~without a vote.~~

D. Reviews the goals and objectives of the Human Resources Department.

(6) Public Safety and Health Committee.

~~A. All ordinances, resolutions and other matters relating to the Police Department and the Fire Department including, but not limited to, inspections, traffic regulations, pedestrian safety, emergency community preparedness, school safety, bike safety, and works with nuisances and safety in the city, shall be referred to the Public Safety and Health Committee for investigation. In addition, a review of the noted departments' objectives and goals. In addition, the Committee will promote safety awareness, review and update procedures, conduct inspections, and make recommendations to enhance the overall health and safety of the workplace.~~ **All ordinances, resolutions and other matters relating to the Police Department and Fire Department, including, but not limited to, inspections, railroads, public and senior transportation, traffic regulations, pedestrian safety, emergency community preparedness, school safety, bike safety, nuisances and overall public safety within the city, shall be referred to the Public Safety and Health Committee for study, investigation and recommendation to Council. In addition, the Public Safety and Health Committee shall promote safety awareness, review and update procedures, conduct inspections, and make recommendations to enhance the overall health and safety of the workplace and community.**

B. Reviews the Police and Fire Departments' goals and objectives.

C. The Public Safety and Health Committee shall organize National Incident Management System (NIMS) Training for elected officials and conduct a citywide emergency response practice exercise to ensure all employees are prepared in the event of an actual emergency.

D. The Public Safety and Health Committee shall request that the Lorain County Emergency Management Agency review and critique the city's exercise and provide feedback for improvement.

E. Works with ~~Includes Homeland Security, emergency community preparedness, school safety, bike safety, and works with~~ **and the Lorain County Board of Health on services and health-related issues in the community.**

~~G.~~ **F. Reviews and studies all emergency vehicles, emergency communication matters, emergency response apparatus, and special task forces.**

(7) Public Service Committee.

~~A. Referrals to Committee. All ordinances, resolutions and other matters relating to the construction, maintenance and acquisition of facilities, buildings, infrastructure, lands, shoreline, trees, and other vegetation owned by the city or proposed to be acquired by the city, the lease or sale of facilities, buildings, infrastructure and lands not needed for~~

~~municipal purposes, and matters relating to streets, bike paths, sidewalks, planning, zoning and city buildings and lands including parks shall be referred to the Public Service Committee for study, investigation and report to members of Council.~~ **All ordinances, resolutions, and other matters relating to the maintenance and acquisition of city-owned or proposed city-owned facilities, infrastructure, lands, trees, and other vegetation; the lease or sale of facilities, buildings, infrastructure, and lands not needed for municipal purposes; the maintenance of ditches, catch basins, storm sewers, outfalls, enclose open ditches; development or subdivision engineering; street and bridge construction; and all matters relating to streets, bike paths, sidewalks, planning, zoning, and the maintenance of city buildings, lands, and parks shall be referred to the Public Service Committee for study, investigation, and recommendation to Council.**

B. ~~Oversight of right-of-way infrastructure.~~ The **Public Service** Committee shall oversee all matters pertaining to the **engineering design**, construction, repair, maintenance and inspection of streets, bike paths and sidewalks, street cleaning, ~~waste collection and disposal~~, street and highway improvements, grading, assessments, and other matters within the rights-of-way.

C. ~~Oversight of public services and facilities.~~ The **Public Service** Committee shall oversee operations relating to public services, including, but not limited to:

1. ~~Maintaining an inventory of brownfields,~~ historic properties, and historic districts.
2. Recommending the acquisition and replacement of equipment, vehicles and materials used by the Public Works Department, Recreation Department, City Engineer, **and** Community Development Department ~~and Building Department.~~
3. ~~Responsibility for the maintenance of~~ **Maintaining** public parks, playgrounds, and beaches.

D. ~~Department review.~~ The **Public Service** Committee shall review and monitor the ~~objectives and goals~~ **and objectives** of the Community Development Department, Engineering Department, and Public Works Department.

E. ~~Property review.~~ The **Public Service** Committee shall oversee matters related to property inspection, **urban forestry**, and ~~enforcement of building and~~ maintenance codes.

F. ~~Arts and humanities (infrastructure/facilities).~~ The Committee shall be responsible for matters related to the arts and humanities as they pertain to infrastructure and city facilities.

Section No. 3: That Codified Ordinance Section 220.06 is hereby amended as follows:

§220.06 SPECIAL COMMITTEES.

Special committees of Council shall be appointed by the **Council** President ~~of Council~~, by general consent.

Section No. 4: That Codified Ordinance Section 220.11 is hereby amended as follows:

When the members of Council are duly organized for the transaction of business, the following order shall be observed:

- (a) Pledge of Allegiance;
- (b) Roll call of members of Council to determine the presence of a quorum;
- (c) Excusal of absences:

(1) The Presiding Officer may, by general consent, excuse members of Council absent for good cause.,

(2) If any member of Council objects to the excusal, the matter shall be decided by a vote by of the majority members of Council present.

(d) Dispensation of Reading and Approval of Minutes. The Presiding Officer may dispense with the reading and approval of the minutes, provided that:

(1) All members of Council present have received a copy of such minutes in advance of the meeting.

(2) No present member of Council objects to dispensing with the reading.

(3) No changes shall be made to the minutes except by:

A. A vote of the majority of the members of Council at the meeting for which the minutes were kept; or

B. A vote of three-fourths of the total membership of Council.

(e) Presentation of official communications and reading and disposal of the same. There being no objections, all correspondence received by Council shall be considered filed;

(f) Legislation required for the appointment to office, administration of the oaths of office, **expression of gratitude** and issuance of ceremonial proclamations to be enacted;

(g) Public hearing;

(g h) Public input:

(1) Each member of the audience wishing to speak shall be permitted to speak only once for up to five minutes on any topic.

(2) Additional time, not to exceed five additional minutes, may be granted by a two-thirds vote of the members of Council present.

(3) Every speaker shall address the presiding officer and refrain from personal attacks, indecorous language and becoming boisterous.

(~~h~~ i) Reports from the Mayor, the Council President, the Public Works Director, the Law Director, the Finance Director and any other public official;

(~~l~~ j) Reports of standing committees, in the order set forth in § 220.05;

(~~j~~ k) Reports of special committees, followed by board and commission liaison reports;

(~~k~~ l) Motions;

(~~l~~ m) Unfinished business:

(1) Third reading and disposition of ordinances and resolutions;

(2) Second reading of ordinances and resolutions;

(~~m~~ n) New business. First reading of ordinances and resolutions;

(~~n~~ o) Miscellaneous business and announcements; and

(~~o~~ p) Adjournment.

Section No. 5: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and any of its committees, which resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section No. 6: That this Ordinance is hereby declared to be an emergency measure, the emergency being the necessity of immediately adopting changes to the Standing Committees of Council for the health, safety, and welfare of the public. Therefore, this Ordinance shall go into immediate force and effect from and after its passage and approval by the Mayor.

1st reading: 11/24/2025

2nd reading: 12/08/2025

3rd reading:

PASSED: 12/15/2025

/s/ Jennifer G. Fenderbosch
Council President

POSTED: 12/19/2025

APPROVED: 12/16/2025

ATTEST: /s/ Valerie E. Rosmarin
Clerk of Council

/s/ Mark A. Spaetzel
Mayor