

**MINUTES OF THE WORK SESSION OF THE COUNCIL OF THE
CITY OF AVON, OHIO HELD MONDAY, MAY 4, 2026
IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING
AT 7:30 P.M.**

PRESENT:

Council Members: Council-at-Large – Mary Berges; 1st Ward – Jennifer Demaline; 2nd Ward – Anne Marie Etienne; 3rd Ward – Anthony Moore; 4th Ward – Scott Radcliffe; Council-at-Large and Council President – Brian Fischer; Mayor – Bryan Jensen; City Engineer – Ryan Cummins; Planning/Economic Development Coordinator – Pam Fechter; Law Director – John Gasior; Finance Director – Steve Presley; Safety/Public Service Director – Duane Streater; Clerk of Council – Barbara Brooks

ABSENT:

Council-at-Large – Michelle Patton

Council President Brian Fischer called the meeting to order.

1. **RECOGNITION OF OFFICER SULLIVAN FOR HIS YEARS OF SERVICE TO THE CITY OF AVON**

Mayor Jensen

Mayor Jensen opened this item with a heartfelt tribute to Officer Patrick Sullivan upon his retirement, describing him as someone who has "meant so much to the community." Mayor Jensen reflected on seeing Officer Sullivan at football games, fundraisers, and in interactions with children over the years, recalling a moment when Officer Sullivan addressed the youth directly, telling them, "You can get away with this in other communities, but you are not doing it here in Avon." The Mayor noted that he had two children who went through the Avon school system under Officer Sullivan's watch, and that his grandchildren were just coming through as Officer Sullivan was retiring. Mayor Jensen invited Council to join him in front of the dais and noted that Representative Gayle Manning was present with a proclamation from herself and a Commendation letter from her son, Senator Nathan Manning.

Representative Gayle Manning, herself a retired teacher, spoke warmly about Officer Sullivan even though she had not previously had the opportunity to meet him personally. She remarked that his 48-year tenure as a Police Officer, including 13 years serving the Avon Schools, was a testament to the importance of individuals like him in educational settings. She read from the Commendation letter from Senator Nathan Manning, noting that Officer Sullivan had been "a valued member of the City of Avon Police Department" who "positively contributed to the community" and was "deserving of respect for executing his duties with discipline, loyalty, and integrity," and that his "sterling commitment has underscored the true meaning" of public service. She also observed that the affectionate nickname "Sully" illustrated just how endeared the community had become to him.

Mayor Jensen formally presented a proclamation on behalf of himself and City Council and recognized members of the Police Department in attendance for their support of Officer Sullivan.

Group photos with Officer Sullivan, Mayor Jensen, City Council, a small group of Avon Police Officers and the Sullivan family were taken and congratulations were given.

Officer Sullivan said that it has been his privilege and honor to serve and that he shares all these accolades with his fellow Officers.

Mr. Fischer commented on a personal connection sharing that he and Officer Sullivan had both been part of the very first pipes and drums band of the Cleveland Police, formed in approximately 1995 or 1996 and that Officer Sullivan was still playing the bagpipes to this day.

2. **ORDINANCE NO. 21-26 – TO ACCEPT IMPROVEMENTS IN THE VILLAS AT CHESTER COMMONS
FOR THE CONSTRUCTION/INSTALLATION OF PUBLIC UTILITIES AND APPURTENANCES
THERETO**

Mr. Streater

The third of three readings of Ordinance No. 21-26 will be held on Monday, May 11, 2026

Mr. Streator advised Council that the Administration was still waiting on the developer and that Mr. Gasior was actively working with them. He indicated that more information would be available prior to the following Monday's meeting regarding whether the Ordinance would be ready to move forward.

Mr. Gasior provided additional context, explaining that this item had appeared on the Work Session agenda on multiple prior occasions and had been removed each time at the developer's request. He stated that the developer was working through something with the County and had asked the City to hold off on formally accepting the improvements. He warned Council that until the improvements are accepted, while construction can continue, no residents will be able to move in. The matter was deferred pending further developments over the course of the week.

3. [ORDINANCE NO. 42-26](#) – TO AMEND ORDINANCE NO. 413-68, PASSED JANUARY 15, 1969 COMMONLY KNOWN AS THE ZONING ORDINANCE OF THE CITY OF AVON, OHIO, AS AMENDED, REZONING THE 17.7 ACRES OF LAND LOCATED ON THE WEST SIDE OF NAGEL ROAD BETWEEN MIDDLETON & DETROIT ROADS, PERMANENT PARCEL NOS. 04-00-022-102-044, 04-00-022-102-043, 04-00-022-102-039, 04-00-022-102-041, 04-00-022-102-042, 04-00-022-102-047 & 04-00-022-102-048 FROM R-1 SINGLE FAMILY RESIDENTIAL DISTRICT TO C-4 GENERAL BUSINESS DISTRICT

Planning Referral

The second of three readings of Ordinance No. 42-26 will be held on Monday, May 11, 2026
A Public Hearing for Ordinance No. 42-26 will be held on Tuesday, May 26, 2026, at 7:25 P.M.

Ms. Fechter advised Council that the Administration met with the applicant prior to tonight's meeting and that the applicant was exploring different options for the parcel with potentially requesting a classification other than C-4. However, she confirmed that as of that evening, nothing had formally changed and the Ordinance was proceeding as written on the agenda.

No Council Members raised questions on this item.

4. [ORDINANCE NO. 49-26](#) – AMENDING §256.04 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON TO RECLASSIFY THE FULL-TIME POSITION OF RECREATION COORDINATOR Mayor Jensen

Mayor Jensen characterized this Ordinance as largely a housekeeping measure, consistent with similar clean-up items that had come before Council in recent weeks. He confirmed that the incumbent, Susan Beres, was already in the position and that the substance of the role was not changing; only the reclassification was being addressed.

Mr. Gasior elaborated, reminding Council that some years ago the City eliminated the Parks Director position. When that occurred, the Recreation Coordinator effectively became the key leadership position in the Parks Department. However, because the position had originally been classified under the Parks Director, it had remained a classified position. Given that it now functions as the Department Head role, this Ordinance was designed to unclassify it to reflect its supervisory and management character. Council was informed that compensation for the position had already been established separately.

5. [ORDINANCE NO. 50-26](#) – AMENDING §256.04 AND §256.98 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON TO CREATE THE FULL-TIME, UNCLASSIFIED POSITION OF PROGRAM AND FACILITY MANAGER FOR THE RECREATION DEPARTMENT AND TO ADOPT THE NEW CLASSIFICATION SPECIFICATION FOR SAME Mayor Jensen

Mayor Jensen explained that this Ordinance would create a new full-time position to support the Recreation Coordinator, Susan Beres, in managing the City's many recreation programs, including Youth Soccer, Little League baseball, Avon Youth Football, and newly added programming such as line dancing, which he noted was well-attended. The Mayor noted that the need for this position had been discussed for nearly three years, with the previous Recreation Coordinator, Clare Harasimchuk, and noted that the volume of programming has only continued to grow.

The new position would be responsible for organizing drafts for various sports programs, coordinating coaches, and providing on-site supervision on weekends and evenings. Mayor Jensen confirmed that the position would be publicly advertised, though he acknowledged that a part-time employee was currently assisting in a similar capacity. Council inquired whether a detailed position description could be made available before the next meeting. Mr. Gasior indicated that while a classification specification was attached to the Ordinance, a full position description could be provided to the Clerk during the week for distribution to Council.

6. ORDINANCE NO. 51-26 – TO ESTABLISH A RANGE OF COMPENSATION FOR THE FULL-TIME, UNCLASSIFIED POSITION OF PROGRAM AND FACILITY MANAGER FOR THE CITY OF AVON - RECREATION DEPARTMENT Mayor Jensen

Mayor Jensen described this Ordinance as establishing the compensation range for the newly created Program and Facility Manager position. The range was stated at \$70,000 to \$80,000 annually.

Mrs. Demaline asked how the salary range had been developed. Mayor Jensen explained that the Administration had attempted to position the role above a standard laborer position, which is around \$65,000 annually, given the supervisory and weekend responsibilities, while keeping it below the more senior positions such as the recently approved Grounds Manager position. He acknowledged that the range was intentionally broad to allow for increases over time without requiring Council to revisit the compensation level, and that the City would likely start a new hire at the lower end of the range.

Mayor Jensen noted that the Recreation Coordinator's salary appeared to be somewhat higher than the top of the range for this new position. He also noted that this was intended to be an exempt-level salary position, which he confirmed.

Mr. Fischer expressed that the range of \$70,000 to \$80,000 seemed high to him, particularly given the nature of the role. Mayor Jensen acknowledged the concern and indicated the Administration had been mindful of taxpayer costs, noting that the Parks and Recreation Department is not a revenue-generating department. He framed this as a first-year evaluation, with the potential to revisit the classification as the position matures.

7. ORDINANCE NO. 52-26 – AMENDING §256.04 AND §256.98 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON TO CREATE THE PERMANENT FULL-TIME, UNCLASSIFIED POSITION OF PROPERTY AND RECORDS TECHNICIAN AND TO ADOPT THE NEW CLASSIFICATION SPECIFICATION FOR SAME Mayor Jensen

Mayor Jensen introduced this item and turned the floor to Mr. Streater for a more detailed explanation. Mr. Streater described the increasing demand for public records requests at the Police Department, noting that the volume of video content—from body cameras, in-car cameras, and city-wide surveillance cameras—had made records management extremely time-consuming. He explained that each piece of video must be carefully reviewed and redacted before release, a process that has grown substantially more burdensome in recent years.

Mr. Streater noted that a new policy was recently adopted permitting them to charge for records requests in accordance with a recent change in State law. However, beyond the records function, the new position was also intended to take on property and evidence room duties that are currently being handled by sworn Police Officers. By placing those responsibilities with a civilian, sworn Detectives and Officers would be freed to focus on law enforcement duties. This position was being created to assist the current Public Information Officer with records requests, who was seeing a significant increase in requests.

Questions were also raised about whether a civilian could serve as records custodian in court proceedings; Mr. Gasior confirmed that the individual would serve in a records custodian capacity for court purposes, and that if evidence authenticity itself were in question, that responsibility would remain with the collecting Officer.

8. ORDINANCE NO. 53-26 – TO ESTABLISH A RANGE OF COMPENSATION FOR THE FULL-TIME, UNCLASSIFIED POSITION OF PROPERTY AND RECORDS TECHNICIAN FOR THE CITY OF AVON POLICE DEPARTMENT Mayor Jensen

The compensation range of \$25 to \$40 per hour was the subject of questions raised by Mrs. Demaline regarding the breadth of the range and its relationship to the current PIO's compensation. It was noted that this position would have the same salary range as the Public Information Officer range of compensation. Mrs. Demaline pointed out that this represented roughly a \$30,000 swing from minimum to maximum, contrasting it with the \$10,000 swing in the recreation position range discussed earlier. Mrs. Demaline stated that typically the range swing was within the same percentage from lowest to highest for consistency's sake, as she was trying to understand the methodology of how it was developed.

Mr. Streator clarified that the intent was to establish a range comparable to the existing Public Information Officer position held by the current civilian, Mr. Drozdowski, who was then earning approximately \$32.95 per hour. Mayor Jensen indicated that the low end had been carried over from the range originally established in 2016. Mayor Jensen acknowledged that the low end of the range appeared inadvertently low and indicated that the City's typical hiring would not realistically start at \$25 per hour for this type of role.

Mr. Gasior explained that Mr. Drozdowski was hired as PIO at \$23.50 to \$26.50 per hour. Mr. Drozdowski had since outgrown that range through annual wage increases, and this new Ordinance and Ordinance No. 55-26 was intended to update the ranges to accommodate both the current compensation and future increases, while also establishing an equivalent starting point for the new position. Mr. Streator explained that the person hired for this new position would not be an assistant to the current PIO but would serve in a similar capacity. It was noted there is enough work for the addition of another person. Mr. Fischer said that seeing this range with the lower part of the range below the current PIO's pay made more sense once it was explained in that context. Mayor Jensen indicated that he could have Chief Fischbach attend next week's meeting if Council still had questions. Mrs. Demaline clarified that she was not questioning the workload, stating that she understood the volume of public records requests that were likely to come in and she personally did not have a need for the Chief to attend next week's meeting to explain why the position is needed. She further explained that she was looking for an understanding on how certain ranges have a \$10,000 swing and some have a \$30,000. Mayor Jensen stated the simple explanation is that they left in the low range from the previous PIO's range of pay when that position was established. It was noted this position has already been budgeted for this year.

Mr. Radcliffe questioned the assumption that a new hire with less experience would be paid the same rate as the current employee, who has ten years of experience, indicating that this seemed unbalanced to him. Mr. Streator advised he would speak with Chief Fischbach and provide more details to City Council.

Mrs. Demaline observed that the position's class specifications listed only a high school diploma or GED and six months of related experience as minimum qualifications, which she characterized as a basic threshold for the salary range proposed versus a ten-year veteran in the position with the same salary range.

Mr. Fischer agreed that he is not against creating this position, but he felt there was no reason to pay a premium rate for someone who may be new to this type of work versus a ten-year veteran in the position.

9. ORDINANCE NO. 54-26 – AMENDING §256.04 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON TO RECLASSIFY THE FULL-TIME POSITION OF PUBLIC INFORMATION OFFICER (POLICE) Mayor Jensen

Mr. Gasior explained the background of this Ordinance. The Public Information Officer position was originally held by Jennifer King, who was a dispatcher, and therefore a classified civil service employee, under a prior Police Chief. When Ms. King moved to Columbus, the City hired Jim Drozdowski to fill the role. However, the position's classification was never updated from classified to unclassified at that time. This Ordinance remedies that longstanding oversight, converting the position to unclassified status appropriate to its current function. Mr. Fischer asked for confirmation that this was simply a matter of cleaning up language that should have been addressed a decade or more ago, to which Mr. Gasior and Mr. Streator confirmed.

No further questions were raised by Council.

10. ORDINANCE NO. 55-26 – TO AMEND ORDINANCE NO. 101-16 ESTABLISHING COMPENSATION FOR THE FULL-TIME, UNCLASSIFIED POSITION OF PUBLIC INFORMATION OFFICER (POLICE) FOR THE CITY OF AVON Mayor Jensen

Mayor Jensen stated the compensation range for this position carried the same \$25 to \$40 per hour range as the Property and Records Technician position. He explained that this range reflected the update to Mr. Drozdowski's current pay of approximately \$32.95 per hour, which had already exceeded the previous cap of \$30 per hour set in the 2016 Ordinance, even though the salary Ordinance authorized annual pay increases. Mr. Fischer indicated that the range made more contextual sense for this item than for the new position discussed under Item 8, given that it was updating the range around an existing employee's established compensation.

No further questions were raised.

11. ORDINANCE NO. 56-26 – TO AUTHORIZE A DEVELOPER'S AGREEMENT WITH R7 MOTORS, INC. FOR THE CONSTRUCTION OF PUBLIC IMPROVEMENTS ON PROPERTY LOCATED AT THE SOUTHEAST CORNER OF JAYCOX ROAD AND CHESTER ROAD Mayor Jensen
To be Addressed at a Special Meeting of Council Immediately Following this Work Session

Mayor Jensen provided context, explaining that the Rafih Group had agreed to relocate to Avon and construct both their corporate headquarters and an additional dealership on the site. The developer had a construction deadline of December 31, 2027, necessitating relocation from their current North Olmsted location and an immediate commencement of site work. The Mayor emphasized that all previously discussed terms had been agreed upon and that no substantive changes had occurred from prior discussions.

Mr. Gasior described the scope of the Developer's Agreement as covering sanitary sewer and water improvements, some within the development itself and some along Chester Road. He stated that finalizing the agreement that evening would give the developer the confidence needed to meet the December 31, 2027 deadline.

Mr. Cummins confirmed that plans had been reviewed and approved and that the engineer's estimate of costs had been reviewed and formed the basis for the figures in the Ordinance. Finance Director, Mr. Presley, confirmed that required deposits, while not yet formally deposited, were prepared and would be deposited in the morning pending Council approval. The item was formally taken up and acted upon at the Special Meeting of Council held immediately following the Work Session.

12. ORDINANCE NO. 57-26 – TO ACCEPT IMPROVEMENTS LOCATED BETWEEN GLENDENNING AND STONEY RIDGE ROAD, AND CONSTRUCTED BY CENTRAL SOUTH, LTD. Mr. Streator

Mr. Streator explained that there was sanitary sewer improvements constructed across three parcels owned by Central South, Ltd., located between Glendenning Street and Stoney Ridge Road. The sanitary sewer line connects to the Highland Park Subdivision and Glendenning Street systems. Mr. Streator confirmed that all improvements had been completed to the satisfaction of the Utilities Department and staff. Mr. Presley noted that the City owed a refund to the developer, as Central South had posted a cash bond that exceeded the final cost of the work.

13. ORDINANCE NO. 58-26 – AUTHORIZING THE DISPOSAL OF MUNICIPAL PROPERTY THROUGH AUCTION WITH INSURANCE AUTO AUCTIONS, INC. Mr. Streator

Mr. Streator explained that Insurance Auto Auctions, Inc. offered another avenue for disposing of municipal property, primarily surplus vehicles, similar to the GovDeals platform the City had used previously. The Police Department has utilized this service in the past with good results. The process was facilitated through the City's current towing contractor. Mr. Presley was noted as having additional program information on file.

13a. ORDINANCE NO. 59-26 – AMENDING SECTION 416.13 OF THE CODIFIED ORDINANCES OF THE CITY OF AVON RELATED TO MOTORIZED BIKES/MOPEDS, ELECTRIC BICYCLES, SCOOTERS, LOW SPEED MICROMOBILITY DEVICES AND THE LIKE Mr. Gasior

Mr. Gasior introduced this late addition to the agenda, explaining that it emerged from the recent meeting of the Safety Committee of Council (4/20/26) where there was consensus that one immediate step the City could take was to require helmets for riders of motorized bikes, electric bicycles, scooters, and similar micromobility devices for individuals under the age of 16. He acknowledged that the Ordinance had not been ready in time for inclusion in the Friday packet but had been distributed to all Council Members prior to the meeting.

Mr. Gasior noted that enforcement would present challenges, and that he was separately reviewing an Ordinance recently passed by the City of Berea that holds parents responsible when a juvenile is cited more than once for a violation of this type. This would allow a citation to be issued to the parent and adjudicated in Mayor's Court rather than juvenile court. He indicated he had not yet had time to draft that component and wanted to bring the helmet requirement forward as an immediate first step while the broader parental responsibility language was developed.

Mr. Fischer commented that he had been struck by how many categories on a recently circulated graphic showed no helmet requirement under existing law, which he found surprising. He also referenced a recent case in which a teenager struck and killed a Vietnam veteran while riding an e-bike, and the mother was subsequently charged by a prosecutor—underscoring the broader public safety conversation.

Mr. Moore raised concern about holding parents accountable for actions they may not be able to control, noting that someone can be a "great parent" but still have a child remove a helmet once out of their sight. He expressed that he wanted time to reflect on the parental responsibility component before voting. Mayor Jensen and Mr. Gasior both acknowledged that the helmet requirement itself was the more straightforward piece, and that the parental responsibility language would come in a subsequent Ordinance. Mr. Gasior noted that Ohio already has a statute holding parents liable for the actions of their children—a provision he offered to research and share with Council before the next meeting. Ms. Etienne countered that parents are liable for the actions of their minor children regardless, and she cited instances such as underage drinking.

Ms. Etienne suggested the Ordinance could also serve an educational purpose, and referenced the possibility of incorporating bike safety programming, analogous to Safety Town, for young residents.

Mr. Radcliffe asked whether the Ordinance would extend to non-motorized bicycles and skateboards. Mr. Gasior indicated it would not, as written, since those are non-motorized. He offered that Council could amend the Ordinance to broaden the requirement if they wished but noted that the definitions of various device categories were spread across multiple sections of the Code (Sections 402 and 416, among others) and that a comprehensive definitional cleanup would require additional time working with the Police Chief.

Ms. Berges asked about the low speed micromobility device definition. She noted that when the Police Chief previously appeared before Council, there had been discussion regarding what the definition entails. Does it include electric wheelchairs, e-scooters and she said currently there was no definition in Avon's Code, and she felt including that definition would be clearer.

Mr. Streator clarified that the term "low speed micromobility device" is already defined in the Ohio Revised Code and refers to a device weighing less than 100 pounds, having handlebars, propelled by electric or human power, with a top speed of no more than 25 miles per hour—essentially the type of electric scooter marketed to younger users. Mr. Gasior indicated that definition had likely been adopted in the City's codification and was probably located in Section 402.01.

Ms. Etienne raised the question of whether there was an existing age restriction of age 16 years on the use of electric personal assistive mobility devices, referencing ORC Section 4511.512. Mr. Streator and Council Members briefly discussed the relevant statutory sections, with general agreement that those details could be clarified before the following week's meeting.

Mr. Fischer indicated that this was being treated as an introduction only and that no vote was anticipated for the following week's meeting without further review. He asked all Council Members to submit any comments or suggested revisions to the Clerk, the Mayor, Mr. Gasior, or Mr. Streater as soon as possible. He noted that the Police Department's SRO-prepared informational document on bike classifications could be updated to reflect any new helmet requirements before the end of the school year, which was identified as a near-term goal.

14. REPORTS AND COMMENTS

MAYOR JENSEN explained that an Executive Session had been scheduled for this evening but that he had elected to cancel it. He stated that any matter that needed to be discussed regarding the hiring of a Public Official could be discussed openly if needed. He did not want to do anything that would cause distrust from the public. Any further discussion on the subject would be handled in open session.

Secondly, Mayor Jensen referenced a right-turn lane project at the Colorado Avenue/I-90 eastbound interchange, previously discussed at Council's request from Mrs. Demaline. He indicated that, unless Council objected, he would authorize City Engineer, Mr. Cummins, to proceed with engineering, noting that a prior estimate had placed the project at nearly half a million dollars. He explained that ODOT had previously asked the City to wait, but that waiting further could delay the project by an additional five to ten years, potentially making the eventual cost much higher. He invited any objections before the week was out but stated the Administration would otherwise move forward with the engineering phase.

COUNCIL MEMBERS:

MS. BERGES, AT LARGE expressed appreciation for the recognition of Officer Sullivan earlier in the evening, noting his positive impact on students and the broader community.

She thanked the Administration in relation to the handling of sensitive documents with the community shred event this past Saturday.

Ms. Berges also acknowledged May as National Bike Safety Month, calling it an appropriate time to be addressing helmet requirements.

MRS. DEMALINE, WARD 1 thanked the Administration for revisiting the Colorado Avenue/I-90 eastbound turn lane relief project, calling it a helpful improvement for the area.

MS. ETIENNE, WARD 2 offered congratulations to the girls' lacrosse team for sharing the conference title and recognized student athlete Megan Wise for recording 100 saves.

MR. MOORE, WARD 3 had no comments.

MS. PATTON, AT LARGE, was absent.

MR. RADCLIFFE, WARD 4 had no comments.

MR. FISCHER, AT LARGE congratulated Officer Sullivan on his retirement, noting that the City and the kids will miss him.

DIRECTORS/ADMINISTRATION:

MR. CUMMINS, CITY ENGINEER, had no comments.

MS. FECHTER, PLANNING/ECONOMIC DEVELOPMENT COORDINATOR, had no comments.

MR. GASIOR, LAW DIRECTOR, had no comments.

MR. PRESLEY, FINANCE DIRECTOR, had no comments.

MR. STREATOR, SAFETY DIRECTOR/PUBLIC SERVICE DIRECTOR, reported two items. First, the Fire Department's run numbers for the first quarter of 2026 were up approximately 60 calls compared to the same period the prior year, continuing a steady upward trend that residents may have already noticed through increased activity around the City.

Second, he announced that the new snowplow, the lease-purchase of which Council previously approved, had been received and would be on display for Council Members to view prior to next week's meeting. He described it as "a pretty impressive piece of equipment."

AUDIENCE:

There were no public comments made from the audience.

15. EXECUTIVE SESSION

No motion was made as Executive Session was deemed unnecessary.

16. ADJOURN: 8:42 P.M.

There being no further business, the Work Session of Council was adjourned.

PASSED: _____

SIGNED BY: _____
Anthony Moore, Council President Pro Tem

ATTEST: _____
Barbara Brooks, Clerk of Council