

THE CITY OF STREETSBORO, OHIO  
**BOARD OF CONTROL MEETING AGENDA**

**Thursday**, August 21, 2025

**TIME:** 9:30 a.m. REVISED  
**PLACE:** Council Chambers

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Disposition of Minutes**  
Board of Control Meeting of August 13, 2025
5. **Award Bid for Miracle Lane Improvements (Czekaj)**
6. **Authorize Payment to Graphic Expressions for City Hall Interior Signage (Procop)**
7. **Miscellaneous Equipment Repairs (Bill Miller)**
8. **Adjournment**

## Caroline Kremer

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**From:** Cynthia Bennardo  
**Sent:** Monday, August 18, 2025 9:52 AM  
**To:** Caroline Kremer  
**Cc:** Justin Czekaj; John Wood  
**Subject:** Board of Control 8.21.25  
**Attachments:** Miracle Lane Bid Tab Sheet.pdf

RECEIVED  
AUG 18 2025  
CLERK OF COUNCIL  
STREETSBORO, OHIO

8/18/2025

To: Caroline Kremer and Board of Control  
From: Cynthia Bennardo, Engineering Department Clerk  
Re: Miracle Lane Roadway Improvements to Board of Control 8/22/2025

The Engineering Department held a bid opening for Miracle Lane Roadway Improvements on 8/13/2025. The contract will be awarded to Geauga Highway Co. for \$565,615.05 from account #401-61-5717 and the funds are currently available in that account.

Please find attached the Bid Tab Sheet for Miracle Lane Roadway Improvements.

*Cynthia Bennardo*  
330-626-4942 ext. 4120

**City of Streetsboro**  
Engineering Department  
9184 State Route 43  
Streetsboro, Ohio 44241

**General Info**

**Number:** Miracle Lane Roadway  
Improvements  
**Description:** This project consists of 1200 feet of pavement widening along Miracle Lane south along with drainage improvements.  
**Deadline:** 2025-08-13 15:00:00 UTC  
**Electronic Signature:** Yes

**Bids**

| Business                | Opened at               | Bid Total    | Submitted at            | Signed by  | Account Holder |
|-------------------------|-------------------------|--------------|-------------------------|------------|----------------|
| SiteWorx Unlimited, LLC | 2025-08-13 15:01:17 UTC | \$594,334.84 | 2025-08-13 01:23:36 UTC | Mia Davis  | Mia Davis      |
| Geauga Highway Co.      | 2025-08-13 15:01:24 UTC | \$565,615.05 | 2025-08-13 14:56:24 UTC | John Bojec | John Bojec     |

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AUG 18 2025  
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STREETSBORO, OHIO

## Caroline Kremer

---

**From:** Melissa Procop  
**Sent:** Monday, August 11, 2025 6:42 PM  
**To:** Caroline Kremer  
**Subject:** FW: Streetsboro City Interior Packet  
**Attachments:** City Hall Interior finals 7.31.25.pdf; #32299 QUOTE Streetsboro City Hall - Interior Signage.pdf

Hi Caroline-  
This will come out of account 401.81.5752.

Thank you!!!

RECEIVED  
AUG 11 2025  
CLERK OF COUNCIL  
STREETSBORO, OHIO

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**From:** Melissa Procop  
**Sent:** Wednesday, August 6, 2025 2:23 PM  
**To:** Justin Czekaj <jczekaj@cityofstreetsboro.com>  
**Subject:** FW: Streetsboro City Interior Packet

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**From:** Linda Nichols <[lnichols@laadsignandlighting.com](mailto:lnichols@laadsignandlighting.com)>  
**Sent:** Thursday, July 31, 2025 12:55 PM  
**To:** Melissa Procop <[mprocop@cityofstreetsboro.com](mailto:mprocop@cityofstreetsboro.com)>  
**Subject:** FW: Streetsboro City Interior Packet

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, please contact your IT Department.

Missy,

This is the final approved drawings for the interior. We would like to get started on production, so we aren't rushing.

Do you want us to issue an invoice for the 50% downpayment to you? And, do you want me to reference a PO number?

Thanks

Linda D. Nichols, Owner  
330-612-4881 cell

[www.laadsignandlighting.com](http://www.laadsignandlighting.com)  
[www.gesignsnmore.com](http://www.gesignsnmore.com)



**LAAD SIGN  
& LIGHTING**



**GRAPHIC  
EXPRESSIONS**  
A LAAD HOLDINGS COMPANY

## ESTIMATE #32299

**4/28/2025**

**Prepared For:**

City of Streetsboro  
2094 SR 303  
Streetsboro, OH 44241

Phone: 3306262856

Fax:

Alt. Phone:

Email:

**Prepared By:**

Katelyn  
LAAD Sign & Lighting & Graphic Expressions  
3097 St Rt 59  
Ravenna, OH 44266 USA

Phone: (330) 379-2297

Fax: (330) 376-0825

Alt. Phone: G.E.(330) 422-7446

Email: officeadmin@laadsignandlighting.com

**Description:** Streetsboro City Hall

SCOPE: Interior Signage

\*Pricing includes installation.

| Quantity | Description   | Each            | Total             | Taxable |
|----------|---|-----------------|-------------------|---------|
| 1        | ADA Signage per Customer Approved Proof<br><br>FACE LAYER : Brush Aluminum 1/16<br>BOTTOM LAYER : Black 1/16<br>OVERLAY : Black 1/32<br>BRAILLE : Clear | 4,698.00        | \$4,698.00        |         |
| 2        | Suspended Ceiling Mount Signs - Brushed Silver Substrate Option<br>Black Vinyl Lettering (Water Department, Building Department)                        | 388.57          | \$777.14          |         |
|          |   | <b>Subtotal</b> | <b>\$5,475.14</b> |         |
|          |   | <b>Total</b>    | <b>\$5,475.14</b> |         |

**Terms:** Terms are 50% down and remainder due upon project completion.

By my signature, I authorize work to begin and agree to pay the above amount in full according to the terms on this agreement.  
Please sign your approval below and return to LAAD Sign & Lighting.

Signed by

Date

Amt. Paid Today



8/31/2025

# Streetsboro City Center City Hall

## NEW CONSTRUCTION - INTERIOR PACKAGE

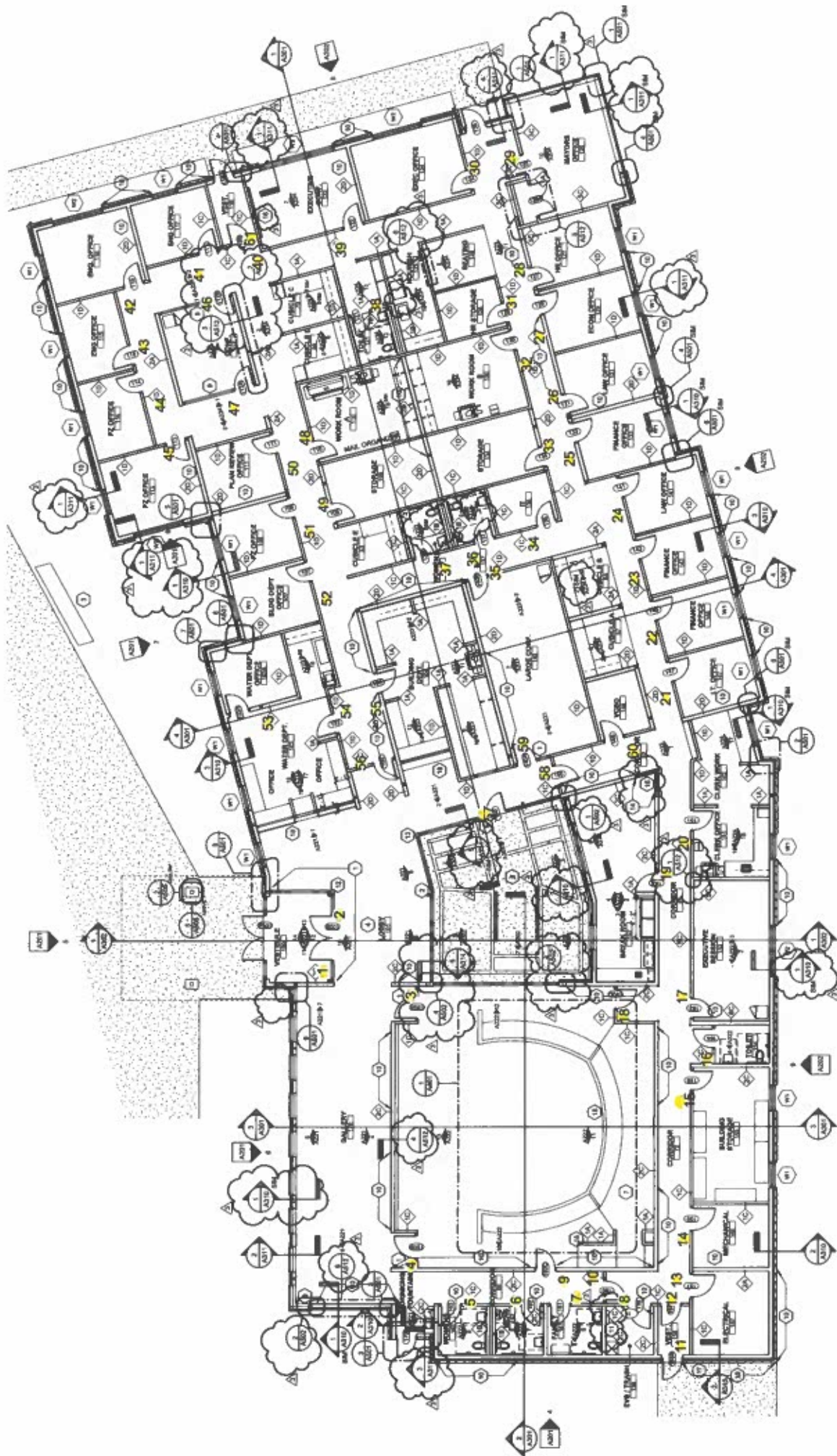
1. Interiors
  - a. Room List
  - b. Map
  - c. Typical
  - d. Layout
  - e. Suspended signs



3097 State Route 59 • Ravenna, OH 44266 330.422.7446 • [www.designsnmore.com](http://www.designsnmore.com)

| City of Streetsboro - City Hall - Interior Sign List by Room and Selected Verblage |      |   |                  |                         |          |
|--|------|---|------------------|-------------------------|----------|
| Item #   |      | Verblage                                | Drywall or glass | 4/9/2025                |          |
| 1  |      | ENTRANCE <i>No sign needed per city</i> |                  | No sign needed          |          |
| 2  | 100B | VESTIBULE                               | G                |                         | 6x8      |
| 3  | 180A | COUNCIL CHAMBERS                        | G                |                         | 6x8      |
| 4  | 180B | COUNCIL CHAMBERS                        | G                |                         | 6x8      |
| 5  | 163  | WOMEN'S RESTROOM <i>W/H pictogram</i>   | D                | <i>Women/Handicap</i>   | 9.25 x 8 |
| 6  | 162  | MEN'S RESTROOM <i>M/H pictogram</i>     | D                | <i>Male/Handicap</i>    | 9.25 x 8 |
| 7  | 161  | FAMILY RESTROOM <i>Fam/H pictogram</i>  | D                | <i>Family/Handicap</i>  | 9.25 x 8 |
| 8  | 159  | EVS/TRASH                               | D                |                         | 6x8      |
| 9  | 180C | COUNCIL CHAMBERS                        | D                |                         | 6x8      |
| 10   |      | CORRIDOR                                | D                |                         | 6x8      |
| 11   | x    | EXIT                                    | D                |                         | 6x8      |
| 12   | 158  | VESTIBULE                               | D                |                         | 6x8      |
| 13   | 157  | ELECTRICAL ROOM                         | D                |                         | 6x8      |
| 14   | 156  | MECHANICAL ROOM                         | D                |                         | 6x8      |
| 15   | 155  | BUILDING STORAGE                        | D                |                         | 6x8      |
| 16   | 154  | RESTROOM <i>M/F/H pictogram</i>         | D                | <i>updated 4/9/2025</i> | 9.25 x 8 |
| 17   | 153  | EXECUTIVE SESSION                       | G                |                         | 6x8      |
| 18   | 180D | COUNCIL CHAMBERS                        | D                |                         | 6x8      |
| 19   | 152  | BREAK ROOM                              | D                |                         | 6x8      |
| 20   | 151  | CLERK OF COUNCIL                        | D                | <i>updated 4/9/2025</i> | 6x8      |
| 21   | 147  | IT MANAGER                              | D                | <i>updated 4/9/2025</i> | 6x8      |
| 22   | 145  | FINANCE                                 | D                | <i>updated 4/9/2025</i> | 6x8      |
| 23   | 143  | FINANCE                                 | D                | <i>updated 4/9/2025</i> | 6x8      |
| 24   | 141  | LAW                                     | D                | <i>updated 4/9/2025</i> | 6x8      |
| 25   | 133  | FINANCE DIRECTOR                        | D                | <i>updated 4/9/2025</i> | 6x8      |
| 26   | 131  | LAW DIRECTOR                            | D                | <i>updated 4/9/2025</i> | 6x8      |
| 27   | 129  | ECONOMIC DEVELOPMENT DIRECTOR           | D                | <i>updated 4/9/2025</i> | 8x8      |
| 28   | 127  | HUMAN RESOURCES MANAGER                 | D                | <i>updated 4/9/2025</i> | 7x8      |
| 29   | 125  | MAYOR                                   | D                | <i>updated 4/9/2025</i> | 8x6      |
| 30   | 124  | MAYOR'S EXECUTIVE ASSISTANT             | D                | <i>updated 4/9/2025</i> | 8x8      |
| 31   | 128  | HR STORAGE ROOM                         | D                |                         | 7x8      |
| 32   | 130  | WORK ROOM B                             | D                |                         | 7x8      |
| 33   | 134  | STORAGE ROOM                            | D                |                         | 6x8      |
| 34   | 136  | IT ROOM                                 | D                | <i>updated 4/9/2025</i> | 6x8      |
| 35   | 140B | CONFERENCE ROOM A                       | D                | <i>updated 4/9/2025</i> | 7x8      |
| 36   | 137  | MEN'S RESTROOM <i>M/H pictogram</i>     | D                |                         | 9.25x8   |
| 37   | 138  | WOMEN'S RESTROOM <i>W/H pictogram</i>   | D                |                         | 9.25x8   |
| 38   | 121  | RESTROOM <i>M/F/H pictogram</i>         | D                | <i>updated 4/9/2025</i> | 9.25x8   |
| 39   | 122  | EXECUTIVE CONFERENCE ROOM               | D                |                         | 7x8      |
| 40   |      | VESTIBULE                               | D                |                         | 6x8      |
| 41   | 117  | ENGINEERING                             | D                | <i>updated 4/9/2025</i> | 6x8      |
| 42   | 116  | CITY ENGINEER                           | D                | <i>updated 4/9/2025</i> | 6x8      |
| 43   | 115  | ENGINEERING                             | D                | <i>updated 4/9/2025</i> | 6x8      |
| 44   | 114  | PLANNING & ZONING                       | D                | <i>updated 4/9/2025</i> | 6x8      |
| 45   | 113  | PLANNING & ZONING DIRECTOR              | D                | <i>updated 4/9/2025</i> | 7x8      |
| 46   | 112B | CONFERENCE ROOM B                       | G                | <i>updated 4/9/2025</i> | 7x8      |
| 47   | 112A | CONFERENCE ROOM B                       | G                | <i>updated 4/9/2025</i> | 7x8      |
| 48   | 110  | WORK ROOM A                             | D                |                         | 7x8      |
| 49   | 108  | STORAGE ROOM                            | D                |                         | 6x8      |
| 50   | 111  | BUILDING                                | D                | <i>updated 4/9/2025</i> | 6x8      |
| 51   | 109  | PLANNING & ZONING                       | D                | <i>updated 4/9/2025</i> | 6x8      |
| 52   | 107  | BUILDING DIRECTOR                       | D                | <i>updated 4/9/2025</i> | 6x8      |
| 53   | 103A | BILLING ASMINISTRATOR                   | D                | <i>updated 4/9/2025</i> | 6x9      |
| 54   | 103  | WATER                                   | D                | <i>updated 4/9/2025</i> | 6x8      |
| 55   | 104  | BUILDING DEPARTMENT                     | D                | <i>updated 4/9/2025</i> | 6x8      |
| 56   | 102  | LOBBY                                   | D                |                         | 6x8      |
| 57   | 190  | COURTYARD                               | G                |                         | 6x8      |
| 58   | 150  | CORRIDOR                                | D                |                         | 6x8      |
| 59   | 140A | LARGE CONFERENCE A                      | D                | <i>updated 4/9/2025</i> | 7x8      |
| 60   | 148  | VCBO OFFICE <i>No sign per city</i>     | D                | <i>updated 4/9/2025</i> |          |
| 61   | 118B | EXIT                                    | D                |                         | 6x8      |
|  |      | total signs needed                      |                  |                         | 59       |
|  |      | Metalgraph stainless steel/silver       | MP922-313-A      | 1/16 with adhesive      |          |
|  |      | Black ada                               | 321-401          | 1/16"                   |          |
|  |      | Black ada                               | 311-401-A        | 1/32" with adhesive     |          |





1 FLOOR PLAN  
SCALE: 1/8" = 1'-0"



3r









OVERLAY: black  
FACE LAYER: BRUSH ALUM  
BOTTOM LAYER: black  
BRAILLE: clear



# WOMEN'S RESTROOM



|  |           |           |        |                |
|--|-----------|-----------|--------|----------------|
| Company:   | Customer: | Phone:    | Email: | Date: 2/4/2025 |
| Address:   |           | City:     |        | Job No.:       |
|  <p><b>GRAPHIC<br/>EXPRESSIONS</b> Inc.<br/>A LAAD HOLDINGS COMPANY<br/>3097 State Route 59 • Ravenna, Ohio 44266<br/>330.422.7446 • www.designsmore.com</p> |           | Comments: |        |                |
|  |           |           |        |                |
|  |           |           |        |                |
| APPROVAL   |           |           |        |                |
| Customer Signature: _____  |           |           |        |                |
| Date: _____  |           |           |        |                |
| Sales Associate: _____   |           |           |        |                |

|  |   |                                      |  |                                   |                               |
|--|---|--------------------------------------|--|-----------------------------------|-------------------------------|
| 100B<br>VESTIBULE  | 158<br>VESTIBULE  | 145<br>FINANCE                       | 130<br>WORK ROOM B   | 117<br>ENGINEERING                | 111<br>BUILDING               |
| 180A<br>COUNCIL CHAMBERS   | 157<br>ELECTRICAL ROOM  | 143<br>FINANCE                       | 134<br>STORAGE ROOM  | 116<br>CITY ENGINEER              | 109<br>PLANNING & ZONING      |
| 180B<br>COUNCIL CHAMBERS   | 156<br>MECHANICAL ROOM  | 141<br>LAW                           | 136<br>IT ROOM   | 115<br>ENGINEERING                | 107<br>BUILDING DIRECTOR      |
| <br>WOMEN'S RESTROOM  | 155<br>BUILDING STORAGE   | 133<br>FINANCE DIRECTOR              | 140B<br>CONFERENCE ROOM A  | 114<br>PLANNING & ZONING          | 103A<br>BILLING ADMINISTRATOR |
| <br>MEN'S RESTROOM    | <br>RESTROOM | 131<br>LAW DIRECTOR                  | <br>MEN'S RESTROOM    | 113<br>PLANNING & ZONING DIRECTOR | 103<br>WATER                  |
| <br>FAMILY RESTROOM | 153<br>EXECUTIVE SESSION  | 129<br>ECONOMIC DEVELOPMENT DIRECTOR | <br>WOMEN'S RESTROOM | 112B<br>CONFERENCE ROOM B         | 104<br>BUILDING               |
| 159<br>EVS/TRASH   | 180D<br>COUNCIL CHAMBERS  | 127<br>HUMAN RESOURCE MANAGER        | <br>RESTROOM        | 112A<br>CONFERENCE ROOM B         | 102<br>LOBBY                  |
| 180C<br>COUNCIL CHAMBERS   | 152<br>BREAK ROOM   | 125<br>MAYOR                         | <br>RESTROOM        | 110<br>WORK ROOM A                | 190<br>COURTYARD              |
| 160<br>CORRIDOR  | 151<br>CLERK OF COUNCIL   | 124<br>MAYOR'S EXECUTIVE ASSISTANT   | 122<br>EXECUTIVE CONFERENCE ROOM   | 108<br>STORAGE ROOM               | 150<br>CORRIDOR               |
| 158A<br>EXIT   | 147<br>IT MANAGER   | 128<br>HR STORAGE ROOM               | 140<br>VESTIBULE   |                                   | 140A<br>CONFERENCE ROOM A     |
|  |   |                                      |  |                                   | 118B<br>EXIT                  |

INSTALLATION: 2 SIDED VHB TAPE, per ADA standards

|  |           |   |        |                 |
|--|-----------|---|--------|-----------------|
| Company:   | Customer: | Phone:  | Email: | Date: 4/22/2025 |
| Address:   |           | City:   |        | Job No.:        |
|  <p><b>GRAPHIC EXPRESSIONS Inc.</b><br/>A LAAD HOLDINGS COMPANY<br/>3097 State Route 59 • Ravenna, Ohio 44268<br/>330.422.7446 • www.designsmore.com</p> |           | <p><b>APPROVAL</b><br/>Customer Signature: _____<br/>Date: _____<br/>Sales Associate: _____</p> |        |                 |

Please review this proof carefully.

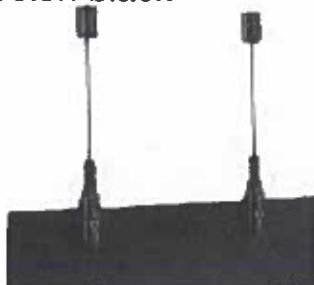
Verify **ALL COPY, ART, COLORS, MEASUREMENTS** and **QUANTITIES** in your project are correct.

Graphic Expressions Inc will not be responsible for ANY errors after proofs are approved. Customer is responsible for the costs as provided on the ESTIMATE with this final approval.

## Suspended Ceiling Mount signs

Suspended cable system

Color: black



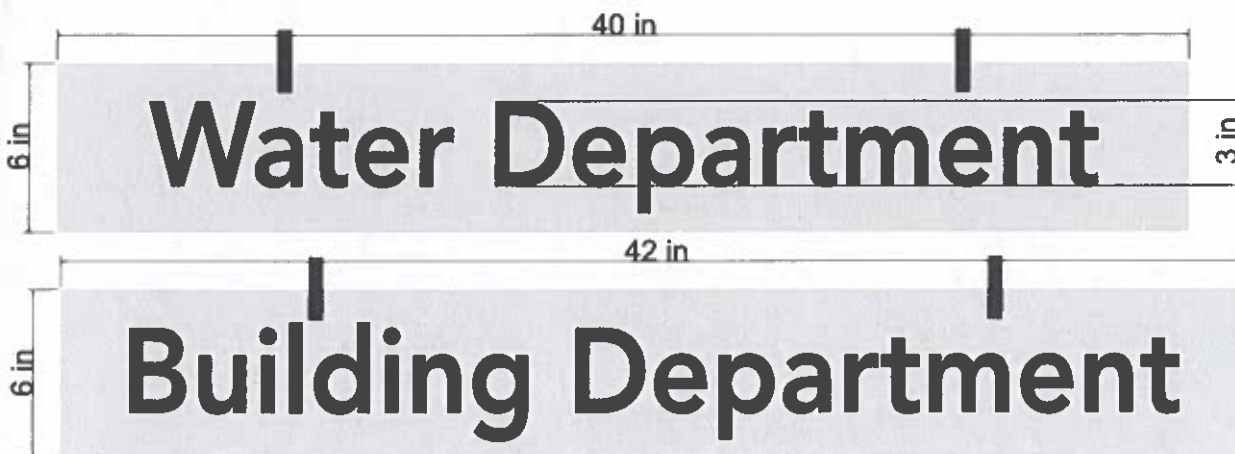
Suspended from ceiling:


Double sided

Color Options:

Silver material to match room sign faces/ black vinyl text

Black hardware



|   |           |           |                           |                 |
|---|-----------|-----------|---------------------------|-----------------|
| Company:  | Customer: | Phone:    | Email:                    | Date: 7/31/2025 |
| Address:  |           | City:     |                           | Job No.:        |
|  <p><b>GRAPHIC EXPRESSIONS Inc.</b><br/>A LAAD HOLDINGS COMPANY<br/>3087 State Route 59 • Ravenna, Ohio 44266<br/>330.422.7445 • www.getsignsmore.com</p> |           | Comments: |                           |                 |
| <b>APPROVAL</b> There will not be another opportunity to review copy or art prior to production. Please indicate approval below.  |           |           | Customer Signature: _____ |                 |
|   |           |           | Date: _____               |                 |

**Administrative Offices**  
9184 St. Rt. 43  
Streetsboro, Ohio 44241-5322  
(330) 626-4942

# City of Streetsboro



**Service Department**  
2094 St. Rt. 303  
Streetsboro, Ohio 44241-1707  
(330) 626-2856

## CITY OF STREETSBORO MEMORANDUM

TO: Board of Control

FROM: Bill Miller  
Service Director

DATE: August 21, 2025

RE: Miscellaneous Repairs for Equipment

Vendor: Leppo Rents.

Cost: Not to exceed \$19,500.00

Line Item: 101.81.5613 Vehicle Parts & Supplies

**RECEIVED**  
AUG 15 2025  
CLERK OF COUNCIL  
STREETSBORO, OHIO

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The Service Department is requesting approval of expenditures up to \$9,900.00 on the purchase of miscellaneous repairs for equipment. We have spent \$9,600.00 as of July 2025.

Should you have any questions, please feel free to contact me.