

RESOLUTION NO.: 160-2025  
INTRODUCED BY: Mayor Thomas

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH FASTSIGNS FOR THE PURCHASE AND INSTALLATION OF A NEW SIGN ON THE CITY HALL BUILDING EXTERIOR.

WHEREAS, the City is in need of a new sign on the City Hall building exterior;

WHEREAS, the City administration has received a quote from FastSigns for a new special order raised lettering and logo sign and installation thereof at a total cost of \$10,372.84, as set forth in the quote attached hereto as Exhibit A.

NOW, THEREFORE, Be It Resolved by the Council of the City of Richmond Heights, State of Ohio, that:

Section 1: The Mayor is authorized to enter into an agreement with FastSigns for the purchase and installation of a new sign on the City Hall building exterior at a cost not to exceed \$10,372.84, as set forth in the quote attached hereto as Exhibit A.

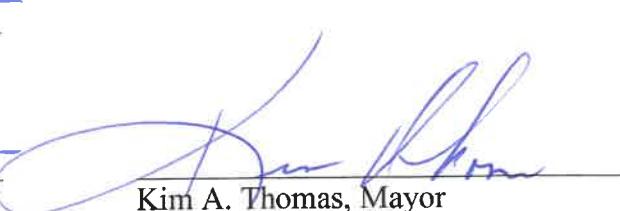
Section 2: The Director of Finance is authorized to appropriate funds from Fund # 401-7150-54220 for the cost of the agreement authorized in Section 1.

Section 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

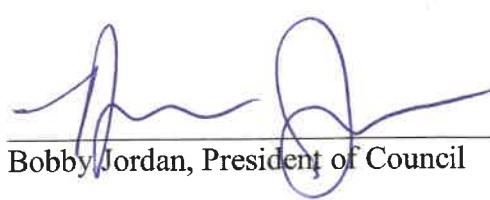
Section 4: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: November 25, 2025

APPROVED: November 25, 2025

  
Kim A. Thomas, Mayor

ATTEST: Tracey Blair  
Tracey Blair, Clerk of Council

  
Bobby Jordan, President of Council

## EXHIBIT A



5369 Mayfield Rd  
Lyndhurst, OH 44124  
(440) 461-4445

**ESTIMATE**  
**EST-91093**

fastsigns.com/294

**DESCRIPTION: 3/8" THICK DIMENSIONAL LETTERS FOR CITY HALL & INSTALLATION-80.24" x 207"**

**Bill To:** RICHMOND HEIGHTS CITY  
26789 HIGHLAND ROAD  
RICHMOND HEIGHTS, OH 44143  
US

**Pickup At:** FASTSIGNS of Lyndhurst, OH  
5369 Mayfield Rd  
Lyndhurst, OH 44124  
US

Requested By: CAMERON CAMPBELL  
Email: recreation.director@richmondheightsohio.org  
Work Phone: (216) 486-2978 x 226  
Cell Phone: (216) 509-2892  
Tax ID: 34-123456

Salesperson: Tim O'Toole

PRODUCTS	QTY	UNIT PRICE	TOTALS
1 3/8" THICK DIMENSIONAL LETTERS FOR CITY HALL	1	\$9,472.84	\$9,472.84
1.1 Dimensional Letters -			
Notes:			
CITY OF RICHMOND HEIGHTS (LOGO)			
3/8" THICK DIMENSIONAL LETTERS			
80.24" H X 207" W			
2 INSTALLATION	1	\$900.00	\$900.00
2.1 Installation -			
Notes: REMOVE CURRENT LETTERING ON WALL AND INSTALL NEW DIMENSIONAL LETTERS ON CITY HALL EXTERIOR WALL			
		Subtotal:	\$10,372.84
		Taxes:	\$0.00
		Grand Total:	\$10,372.84

THANK YOU! WE APPRECIATE YOUR BUSINESS

**PAYMENT INFORMATION REQUIRED FOR ORDER/VISA - MASTERCARD - AMEX**

ACCT# \_\_\_\_\_

EXP DATE \_\_\_\_\_ CCV CODE \_\_\_\_\_

CARD HOLDERS NAME \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PRICES QUOTED ARE VALID FOR 60 DAYS AND SUBJECT TO CHANGE.

CUSTOM SIGNS ARE NON REFUNDABLE. ORDERS CANCELED AFTER DESIGN WILL INCUR A MINIMUM \$65 CHARGE.

[fastsigns.294@fastsigns.com](mailto:fastsigns.294@fastsigns.com)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## PROOF 1

FIRST THREE PROOFS ARE INCLUDED WITH ORDER.  
EACH ADDITIONAL PROOF REVISION IS AN ADDITIONAL \$15.

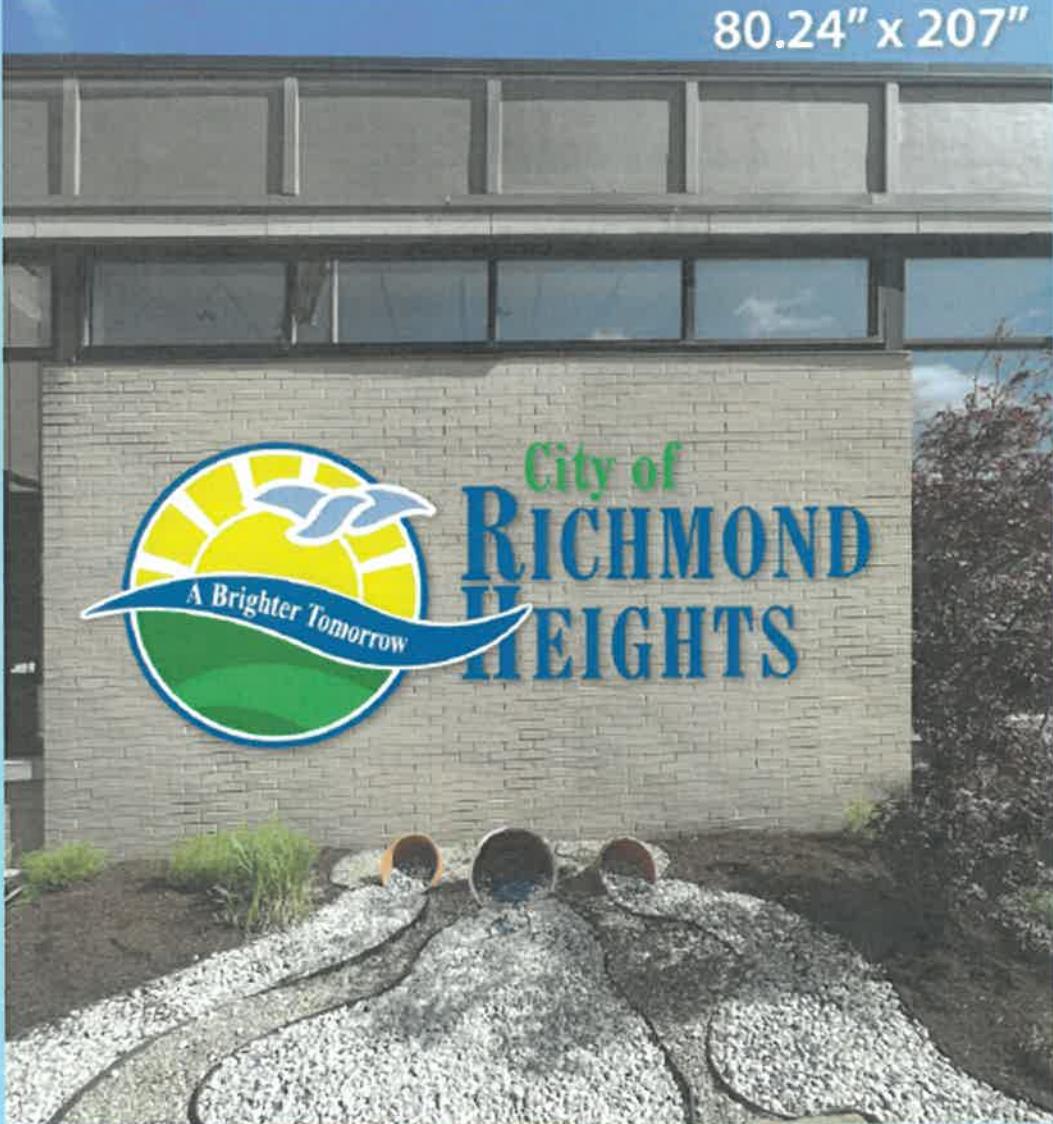
**FASTSIGNS.**

Make Your Statement™

5389 Mayfield Rd.  
Lyndhurst, OH 44124  
440.481.4445

fastsigns.294@fastsigns.com

80.24" x 207"



PLEASE ZOOM IN TO ENSURE ALL ARTWORK IS CORRECT



**PROOFING POLICY: FINAL EXAMINATION OF YOUR PROOF IS YOUR RESPONSIBILITY.**

FASTSIGNS LYNDHURST WILL NOT BE RESPONSIBLE FOR ANY ERRORS THAT COULD HAVE BEEN PREVENTED BY THE PROPER REVIEW OF YOUR PROOF.

Proofed By: G

Printed 4/2019 - Production of this artwork is not a guarantee that it will be printed as expected.

Should you require a specific information, contact 440.481.4445 or email us at the address listed above. Please note that we are not responsible for any errors that may occur in the artwork.

FastSigns Lyndhurst is not responsible for any errors that may occur in the artwork. Please review the artwork for any errors before proceeding. If you find any errors, please contact us at 440.481.4445 or email us at fastsigns.294@fastsigns.com.