



**CITY OF BROADVIEW HEIGHTS
RESOLUTION NO. 2025-153**

INTRODUCED BY: MAYOR ALAI AND THE ENTIRE COUNCIL

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN
AGREEMENT BETWEEN THE CITY OF BROADVIEW HEIGHTS AND THE CITY
OF PARMA FOR PRISONER HOUSING SERVICES AND DECLARING AN
EMERGENCY**

WHEREAS, the City Council has determined that it is in the best interest of the City to enter into an agreement between the City of Broadview Heights and the City of Parma for prisoner housing services.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BROADVIEW HEIGHTS, COUNTY OF CUYAHOGA AND STATE OF OHIO:

SECTION 1. The Mayor is hereby and herein authorized to enter into an agreement between the City of Broadview Heights and the City of Parma for prisoner housing services as delineated in Exhibit "A" attached hereto and made a part hereof as if fully rewritten.

SECTION 2. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, peace, safety and welfare for the reason stated in the Preamble hereof, and provided it receives the affirmative vote of five (5) or more of the members of Council and signature of the Mayor; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

Passed and Adopted by the Council on this 17th day of November, 2025



Robert Boldt, President of Council



Samuel J. Alai, Mayor

November 17, 2025
Date



Attest: Robin Parsons, Clerk of Council

November 17, 2025
Date

AGREEMENT BETWEEN THE CITY OF PARMA AND THE CITY OF BROADVIEW HEIGHTS FOR PRISONER HOUSING SERVICES

THIS CONTRACT is entered into this January 1st, 2026 (“effective date”) by and between the City of Parma, Ohio and The City of Broadview Heights, Ohio (Hereinafter called “the contracted city”).

City of Parma and “the contracted city” hereto agree as follows:

I. DESCRIPTION OF SERVICES AND RESPONSIBILITIES

THE CONTRACTED CITY AGREES TO AND WILL:

- a. Transport prisoners to Parma Detention Facility for incarceration subject to City of Parma declination for capacity or due to application of standard jail criteria applicable to all prisoners (medical/psychological or other extraordinary circumstances).
- b. The City of Parma may decline acceptance of any prisoner for any reason.
- c. The City of Parma may require “the contracted city” to remove any inmate from the Parma Detention Facility for any reason.
- d. The contracted city may utilize the Parma Detention Center as its secondary jail source.
- e. Assume responsibility for all cost associated with all medical, psychological, dental, vision care, prescription medication, and/or other extraordinary costs or services that may arise from and during confinement of “the contracted city’s” prisoners.
- f. Assume responsibility for filling all prescriptions for “the contracted city’s” prisoners, pickup and delivery of these prescriptions promptly to the jail, and satisfaction of the payment of prescriptions with the pharmacy.
- g. Assume responsibility for the service of all appropriate and necessary legal documents on “the contracted city’s” prisoners with required copies to the City of Parma.
- h. Assume responsibility for the transportation and appearance of “the contracted city’s” prisoners to all legal proceedings and/or custody transfers to outside courts/facilities (appearance at Parma Municipal Court are excepted).
- i. Complete a commitment form and supply Parma Correction Officers with sufficient information as may be reasonably required to ensure the safety of the prisoner, City of Parma personnel, and other inmates.
- j. Aid in the completion of all necessary prisoner documentation and processing.
- k. Assume responsibility for the timely notice to the City of Parma of release of inmates incarcerated by “the contracted city.”
- l. Assign any right of revenue or collection regarding any sentenced prisoners which has means and/or money and/or medical insurance.
- m. Add the City of Parma as an additional insured on liability insurance or an equivalent insurance rider in an amount not less than \$2,000,000 per incident or for any

prisoner housed or confined by the City of Parma as authorized by "the contracted city." Contracted City shall give a copy of liability insurance to the City of Parma.

- n. Shall not transport any juvenile offenders to the Parma detention Facility for any reason.
- o. Upon the request of the Parma Jail Administrator, periodically review the bond status of prisoners held for multiple days while awaiting a hearing in "the contracted city's" court.
- p. In the event "the contracted city's" prisoner is treated as a patient at any medical facility, the "the contracted city" will maintain responsibility for security of their prisoner while at that facility. The City of Parma agrees to provide notice to "the contracted city" in a timely manner of the need to provide such security. If "the contracted city" cannot provide security within one-hour timeframe of being notified, Parma Police Department will provide security for the inmate at an hourly rate of 1.5 times the top hourly rate per officer under the officer's collective bargaining agreement or highest statutorily established rate of pay. The number of officers required to provide such security will be determined by the Parma Police Department, but in no event will it be less than two officers. Hourly charges will be included on the monthly invoice.

THE CITY OF PARMA AGREES TO AND/OR WILL:

- a. Accept prisoners transported to the facility by "the contracted city," subject to housing availability or medical/psychological condition.
- b. Ensure the proper housing, custody, confinement, feeding, board, supervision, and care of prisoners who are committed by "the contracted city" in accordance with the Minimum Standard for Jail in Ohio pursuant to the Ohio Administrative Code.
- c. Comply with all state and federal laws regarding housing prisoners including, but not limited to, the Prison Rape Elimination Act, and the Health Insurance Portability and Accountability Act.
- d. Keep prisoner documentation from intake to release with information provided by "the contracted city," including but not limited to information necessary for the safety of the prisoner, Parma Detention Center personnel, and other inmates.
- e. Provide access to records related to "the contracted city's" prisoners.
- f. Provide secure services (via court bailiff or video arraignment) from the Parma Detention Center to the Parma Municipal Court.
- g. Provide fingerprinting, breathalyzer testing, and DNA swab sampling.
- h. Provide routine medical care through the guidance of the Parma Detention Center Physician and/or medical staff.
- i. Provide emergency medical and/or transport services to a hospital or mental facility as determined by the Physician, medical staff, Parma Detention Center employees, Parma Police Department, or Parma Fire Department.

- j. Notify the “the contracted city” as soon as practical of any medical care and/or other extraordinary costs or services that become necessary, and prior to transport to a medical facility for a non-emergency care.

II. PAYMENT AND BILLING

- a. “The contracted city” agrees to pay City of Parma the Per Diem Rate of Two Hundred Twenty-Five Dollars (\$225.00) per prisoner per day. For the purposes of this Agreement, the first prisoner day will be constituted by a booking and/or stay in the jail up to 24 hours. Each subsequent day shall be defined as any part of a 24-hour period.

b. Modification of Per Diem Rate

1. The City of Parma has the right to modify the Per Diem Rate set per section II.a. of this Agreement. Consistent with the requirements of P.C.O Section 698.08 (a), this Agreement will be reviewed every year, and the terms may be updated to conform with current costs of detention and operational procedures.
2. Any single increase in the per diem rate applied under Section II b. 1. may not exceed Thirty (30%) of the most recent Per Diem Rate charged under this agreement, and no more than one increase shall occur during any Twelve (12) month period. Any increase in the Per Diem Rate will be based on verifiable City inmate housing, care, security, and other related costs.
3. The City of Parma shall provide written notice of its intent to modify the Per Diem Rate at least Ninety (90) days prior to the effective date of any such modification.
4. The City of Parma reserves the right to review and modify the per diem rate, at any time, due to unforeseen cost increases.

III. BILLING

- a. The City of Parma shall send an invoice monthly detailing the amount owed and the number of “the contracted city” prisoner days incurred during the previous month. “The contracted city” will pay billed charges as specified in this Agreement directly to the City of Parma within 30 days of invoice receipt.
- b. City of Parma has the right to assess 1% interest per month on any unpaid invoice after thirty (30) days from the date of the invoice. Any interest charged shall not exceed 12% per year and shall not be assessed against any invoice disputed by “the

contracted city". City of Parma shall not assess any interest, penalties, late fees, or other charges other than those expressly agreed to in this Agreement.

IV. TERM

This Agreement shall be in effect beginning on the effective date first stated above and shall remain in effect until terminated. This Agreement may be terminated without cause by either party in writing upon sixty (60) days advance notice.

V. PUBLIC RECORDS

All parties hereto acknowledge the City of Parma is a political subdivision in the State of Ohio and as such is subject to the Ohio Revised Code and other laws related to the keeping of and access to Public Records, including all applicable Sunshine Laws, open meeting requirements and retention schedules affecting any and all manner of communication with "the contracted city".

VI. GOVERNING LAW AND JURISDICTION

This Agreement shall be governed by and construed under the laws of the State of Ohio. The parties agree the state and federal courts sitting in Ohio will have exclusive jurisdiction over any claim arising out of this Agreement and each party consents to the exclusive jurisdiction of such courts.

This Agreement conforms to the ordinances, resolutions and regulations of the City of Parma and "the contracted city." The individuals signing on behalf of the parties to this Agreement affirm they are authorized to execute this Agreement on behalf of the City of Parma and "the contracted city."

IN WITNESS WHEREOF, authorized representatives of the parties to this AGREEMENT, indicating their party's approval of the terms herein, have signed as of the dates set forth below.

CITY OF PARMA

CITY OF BROADVIEW HEIGHTS



November 17, 2025

Date

Date