



COUNCIL NEWSLETTER

July 2, 2026

UPCOMING MEETINGS

Joint Rec Board	July 15	8:00 AM	Council Chambers
Zoning Commission	July 21	5:00 PM	Council Chambers

Council Meeting July 6, 2026

1. Councilwoman Greeley will not be in attendance.
2. A motion will be needed to appoint April McDonald as Acting Clerk/Treasurer for the meeting.

Approval of Attorney Invoices

We will need approval, via motion, to pay Attorney invoices for the month of May in the amount of \$1,268.

Appointment of Police Chief (Ordinance 2026-2)

Appointing Rick Schnoor as the Police Chief and waiving the residency requirement, effective August 24, 2026. A village Chief must become a resident within six months of appointment *unless* Council waives the requirement. Although Rick Schnoor has previously taken the oath of office in service to our community, Monday marks an important new chapter as he assumes a new position of leadership beginning in August. In recognition of the responsibilities and trust that accompany this role, it is appropriate that he again takes the oath of office.

Appropriation Adjustment (Ordinance 2026-3)

Ordinance 2026-3 adjusts appropriations as follows:

1. Reducing street wages and reallocating amongst other service department wage ledgers.
2. Reducing service construction ledger and reallocating to operating costs.
3. Slight change to personnel budget for health insurances changes in clerk/treasurer ledger.
4. Increasing Village admin ledger for professional services and contracts.

These adjustments do not affect the overall budget, it is just shifting between ledgers, \$0 increase.

Street Light Assessment (Ordinance 2026-4)

Provides the annual authorization for the street lighting assessment. The tax is assessed at \$.54/front foot for the lighting district and is expected to generate \$55,000 annually. Our 2026 budget for street lighting is \$60,980.

Shade Tree (Ordinance 2026-5)

This ordinance provides the annual authorization for the Village's shade tree assessment and maintains the current assessment rate. The assessment is expected to generate approximately \$169,000, which helps fund the ongoing care and management of the Village's public tree canopy.

The Village maintains a five-year tree trimming cycle to promote tree health, reduce safety hazards, and help prevent damage from falling limbs. Annual trimming costs have ranged from \$46,000 to \$77,000. In addition to routine trimming, the fund pays for hazardous tree removals, replacement tree plantings, storm damage cleanup, and other necessary tree maintenance throughout the Village.

The 2026 Shade Tree budget is \$189,650. At the end of 2025, the fund also had approximately \$103,500 in encumbrances that carried over into 2026 for previously authorized work. Maintaining the current assessment helps ensure the Village can continue providing these essential services while preserving the safety, health, and character of Ottawa Hills' tree-lined streets.

2026 Salary Ordinance (Ordinance 2026-6)

Legislation to authorize a new position in the Police Department, Support Services Coordinator. The position of Support Services Coordinator and Police Administrative Assistant authorized by this Salary Ordinance shall not be filled simultaneously. At no time shall both positions be occupied concurrently. The appointment to or employment of one position shall preclude the filling of the other position unless otherwise authorized by Council through subsequent legislative action.

Also, I bring forward proposed revisions to certain employee job titles for Council's consideration. The proposed updates are administrative in nature and are not associated with any wage increases, salary adjustments, or additional compensation. I feel these proposed changes would provide titles that are more professional and better represent the important work they perform on behalf of the Village.

Current Title	Proposed Title
General Foreman	Director of Public Services
Crew Leader	Public Service Supervisor
Crew Member II	Public Service Specialist
Crew Member I	Public Service Laborer

Amending Zoning Code (Ordinance 2026-7)

The ordinance amends the current Zoning code and prohibits short-term rentals (less than three months) throughout the Village while allowing mid-term rentals (three to twelve months) only with approval from the Village Administrator based on factors such as neighborhood compatibility, parking, occupancy, and compliance history. Long-term rentals of twelve months or more remain permitted.

Reaffirming Municipal Services and Public Safety (Resolution 2026-14)

Reaffirming the Village's commitment to providing municipal services and maintaining public safety for everyone who lives in, visits, or travels through Ottawa Hills. The resolution clarifies that the Village does not independently enforce federal immigration laws, which remain the responsibility of the federal government. It also confirms that the Village does not collect or disclose immigration status except when required by law or for legitimate governmental or public safety purposes, while continuing to enforce all applicable state and local laws and provide services in a fair and lawful manner.

FUTURE MEETINGS

- **Zoning Commission (July 21)**
 - 4910 W. Dauber (Side Yard Setback & Fence Variance)
 - 2500 Hasty (Accessory Structure Variance)
 - 3574 Ridgewood (Preliminary discussion - Addition)
- **Finance & Streets Committee (TBD)**
 - 10-year Street Improvement Plan
- **Services & Environment (TBD)**
 - Deer Cull

FUTURE LEGISLATION

Accepting tax rates
Authorizing Property Tax Advances
OPWC Intent

VILLAGE OF OTTAWA HILLS

COUNCIL MEETING

July 6, 2026 – 7:00 P.M.

AGENDA

I. Motion to Appoint Acting Clerk/Treasurer

II. Roll Call

III. Pledge of Allegiance

IV. Ordinance

Ordinance 2026-2 Confirming the appointment of Rick Schnoor as Police Chief of the Ottawa Hills Police Department effective August 24, 2026 and waiving the residency requirement as described in section 737.15 of the Ohio Revised Code.

V. Chief of Police Swearing In
a) Rick Schnoor

VI. Approval of Minutes
a) June 2, 2026

VII. Citizen Comments

VIII. Committee reports:

Finance and Future Planning	-	Mark Mockensturm
Human Resources	-	Heather Phillips
Safety	-	Darren Moore
Services and Environment	-	Wendy Greeley
Streets and Bridges	-	Edward Shimborske III
Utilities, Equipment, Buildings & Grounds	-	Dan Wimmers

IX. Solicitor's Report

X. Manager's Report

XI. Mayor's Report

XII. Old Business

XIII. New Business

- a) Motion to approve attorney fees
 - Tharp

XIV. Ordinances and Resolutions:

Ordinance 2026-3	Making appropriations and deductions from previous appropriations, amending Ordinance 2025-9, and declaring an emergency.
Ordinance 2026-4	To assess a special tax to pay the cost and expense of lighting the streets and public ways of the Village of Ottawa Hills, for the year ending December 31, 2026.
Ordinance 2026-5	To assess a special tax for the planting, maintenance, and removal of shade trees on and along the streets and public right-of-way of the Village of Ottawa Hills in accordance with Section 727.011 of the Ohio Revised Code, for the year ending December 31, 2026.
Ordinance 2026-6	Fixing the salaries for Village employees for 2026 and repealing Ordinance 2024-14, Ordinance 2025-7, and Ordinance 2025-10, and declaring an emergency.
Ordinance 2026-7	An ordinance amending ordinance No. 2002-8, as amended, the Zoning Code of the Village of Ottawa Hills, by adopting Article XVI regarding short-term and mid-term rental regulations.
Resolution 2026-14	A resolution affirming the Village's commitment to the provision of municipal services, public safety, and compliance with applicable law.

XV. Citizen Comments

XVI. Executive Session

- a. Pursuant to ORC §121.22(G)(2) for the purpose of discussing the potential purchase and/or sale of real property.
- b. Pursuant to Section 121.22(G)(3) of the Ohio Revised Code for the purpose of conferring with the Village solicitor in regard to pending or imminent court action.

XVII. Adjournment

Public comments are limited to three (3) minutes per speaker, unless extended by the Mayor or Council. Comment is permitted only during designated citizen comment periods on the agenda.

Individuals wishing to speak must sign in prior to the meeting, providing: Name; Address; Affiliation (if applicable); Topic of comment

Council and staff will generally not respond during public comments, but limited responses may be given at the Presiding Officer's discretion. The Presiding Officer may limit repetitive comments on a single topic after 30 minutes, provided viewpoints are not restricted based on content.

The full and complete public comment policy is set forth in Section IV of the Rules of Council.

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

June 2, 2026 7:00 PM

Call to Order – Mayor Thompson

7:00 PM

Village Representatives in Attendance

Mayor Thompson

Councilwoman Wendy Greeley

Councilman Mark Mockensturm

Councilman Edward Shimborske III

Councilwoman Heather Phillips

Councilman Dan Wimmers

Councilman Darren Moore

Village Administrator April McDonald

Solicitor Kati Tharp

Citizen Attendees

Nasrin Afjeh

Matthew Heltship

Vernon Chapman

Krista Schneider

Austin Cho

Tim Cummins

Elena Stelmaszak

Acting Clerk

A motion was made by Mr. Shimborske and seconded by Mr. Mockensturm to appoint Ms. McDonald as acting clerk for the meeting. The motion passed unanimously.

Minutes

A motion was made by Ms. Phillips and seconded by Mr. Mockensturm to approve the minutes from May 4, 2026, Council meeting. The motion passed unanimously.

Citizen Comments

Mr. Chapman, Mr. Cho, and Mr. Heltship addressed Council regarding e-bikes. The speakers expressed support for the continued legality of e-bikes and emphasized the positive impacts they have experienced through their use, including increased outdoor activity, social interaction, community engagement, and accessibility. They encouraged the promotion of safe and responsible riding practices and suggested that education on proper e-bike use would be more beneficial than prohibiting their use.

Mr. Cummins introduced himself and stated that he would be reading comments on behalf of Ms. Goodman, an instructor with the Ottawa Hills School District, who was unable to attend the meeting.

Mrs. Afjeh addressed council regarding a concern about the Mayor.

Finance & Future Planning – Mr. Mockensturm

Mr. Mockensturm reported on the May municipal income tax collections of \$895,928, with year-to-date collections totaling \$2,160,045 against an annual budget of \$4,534,117. He noted that approximately half of anticipated revenues remain to be received, with additional collections expected in the coming months due to delayed filings.

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

June 2, 2026 7:00 PM

He further reported year-to-date expenditures at 32% of budget and 23% of overall appropriations, stating that expenditures are consistent with expectations and that road improvement spending has not yet commenced.

In response to Mr. Wimmers' inquiry regarding the percentage of residents filing extensions, Mr. Mockensturm stated that he did not know, Ms. McDonald indicated she would consult RITA for additional data. Mayor Thompson noted that October is typically a significant month for tax collections.

Human Resources – Ms. Phillips

No Report

Safety – Mr. Moore

Mr. Moore reported that the committee met in mid-May and discussed three primary items.

First, the committee reviewed parking fines and noted concerns that current fines may not be a sufficient deterrent for illegal parking, including repeat offenses such as double parking. It was stated that staff will review comparable municipalities to determine appropriate rate adjustments and may bring forward a recommendation for consideration.

Second, the committee discussed establishing a formal event permit process. It was noted that the current process is informal and can create challenges for planning and coordination with safety forces, including review of insurance coverage and adequate lead time for emergency preparedness. A 30-day application submission window was discussed as a potential standard.

Third, the committee reviewed a no-parking request for Boshart Way, which remains under review by law enforcement to determine appropriate handling and enforcement options.

Services & Environment – Mrs. Greeley

No report

Streets & Bridges – Mr. Shimborske

Mr. Shimborske shared that we will be authorizing two contracts later ,one for the road project and one for engineering.

Equipment, Utilities, Building & Grounds – Mr. Wimmers

Mr. Wimmers reported that the committee had not met since the last update. He provided an update on the service building, noting that work has been underway to resurface the roof.

Mr. Shimborske inquired as to the duration of the project, and Ms. McDonald responded that work had been ongoing for approximately seven days. Mr. Wimmers added that crews have been removing accumulated soil from the roof area, which required additional cleanup prior to completing the resurfacing work.

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

June 2, 2026 7:00 PM

Solicitors Report – Mrs. Tharp

No report

Administrator's Report

Ms. McDonald stated Council action would be required to enroll in the RITA subpoena program, which costs \$1 per subpoena issued to non-filers. She noted the program has a strong compliance success rate and would begin with a non-filing letter prior to any subpoena issuance.

Mr. Mockensturm stated the subpoena process is effective in improving compliance. Mayor Thompson noted the program may be beneficial due to RITA's access to information not otherwise available to the Village, particularly regarding rental and income activity.

A motion was made by Mr. Wimmers to participate the village in the Regional Income Tax Agency Non-Filer/Subpoena program and seconded by Ms. Phillips. The motion passed unanimously.

Ms. McDonald reported a proposal to rent Hardman Field to a college baseball team for games coordinated through Mr. Hardman. She stated the recommended rate is \$125 per game, with up to two games per day, across approximately 10–12 dates when the field is not in use by the high school. She noted this would be the first time the field has been rented in this manner and sought Council direction on pricing and process.

Council discussion included whether the activity should be managed through Village Life or a separate rental agreement process. Ms. McDonald confirmed a draft agreement is available based on a school template and that proof of liability insurance would be required. She also noted Mr. Hardman would be present during events to manage field access and cleanup.

Council discussed incorporating the rental under a formal event permit process to ensure appropriate cost recovery, insurance coverage, and operational oversight. Liability and operational considerations, including potential medical staffing, were also raised.

Mayor Thompson stated Council had no conceptual objection provided liability requirements are met, and suggested temporary approval to proceed with initial dates while further information is gathered. Council generally supported moving forward with a trial basis and further refinement of fees and procedures.

Ms. McDonald reported that one item of legislation relates to engineering costs totaling \$269,220, noting that approximately \$78,000 of this amount would be reimbursed by the County. Mayor Thompson stated that the reimbursement helps offset the overall cost.

Ms. McDonald reported that 13 tall grass violation letters have been issued over the past three weeks, with notices being sent out regularly due to rapid seasonal growth conditions. Mayor Thompson clarified that notices are issued only after a violation is confirmed and that property owners are provided five days to comply before further action may be taken.

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

June 2, 2026 7:00 PM

Mr. Wimmers asked whether enforcement applies only to front yards. Ms. McDonald responded that enforcement applies to both front and back yards, noting that the Property Maintenance Officer investigates backyard complaints when they are reported by neighbors. Mayor Thompson added that Village regulations do not distinguish between front and back yard requirements.

Ms. McDonald reported that in February she submitted a grant application through the General Assembly capital budget process to support remediation efforts at White Field. She stated it is highly likely that a \$100,000 grant will be recommended for approval by the House and Senate on June 10, with final confirmation expected in July.

Ms. McDonald also reported that County crews will be present on Indian Road to complete remaining restoration work. She further noted that the County is fully aware of additional roadway concerns, including barrel placements and restoration areas and anticipates corrective work to address these issues.

Mayor's Report

Mayor Thompson reported that he, Solicitor Tharp, Administrator McDonald, and Chief Reuther met with a small group of residents regarding federal immigration enforcement. He stated that Solicitor Tharp is incorporating prior discussion points into draft legislation, which is not yet finalized. He noted that updates will be provided as the process continues, with a target of bringing the matter forward for consideration at the July meeting, pending completion of the draft language.

Old Business

No Report

New Business

A motion was made by Mr. Shimborske and seconded by Mr. Wimmers to approve the payments to Kati Tharp in the amount of \$5,031 for the period of April 2026. The motion passed unanimously.

Resolutions

Mayor Thompson read Resolution 2026-12:

Resolution 2026-12:

Authorizing a contract with Salenbein Trucking and Excavating, Inc., for the 2026 Edgevale Road reconstruction and waterline replacement project, and declaring an emergency.

Motion to waive three readings:

Motion – Mr. Shimborske
Second – Ms. Phillips
Unanimous Approval

Motion to declare an emergency:

Motion – Mr. Shimborske
Second – Mr. Mockensturm

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

June 2, 2026 7:00 PM

Unanimous Approval

Motion to adopt legislation:

Motion – Mr. Shimborske
Second – Mr. Wimmers

Yeas (6) – Mrs. Greeley, Mr. Mockensturm
Mr. Moore, Ms. Phillips,
Mr. Wimmers, Mr. Shimborske

Nays (0) –

Mayor Thompson read Resolution 2026-13:

Resolution 2026-13: Authorizing a contract with Fishbeck
for engineering services related to the
2026 Edgevale Road project.

Motion to waive three readings:

Motion – Mr. Shimborske
Second – Mr. Mockensturm
Unanimous Approval

Motion to adopt legislation:

Motion – Mr. Shimborske
Second – Mr. Mockesnturm
Unanimous Approval

Yeas (6) – Mrs. Greeley, Mr. Mockensturm
Mr. Moore, Ms. Phillips,
Mr. Wimmers, Mr. Shimborske
Nays (0) –

Citizen Comments

Mr. Cummins thanked the Mayor, Administrator, Chief, and Solicitor for meeting with the group regarding federal immigration enforcement. He stated that the working group has also spoken with some Council members and intends to reach out to others, and encouraged continued communication. He noted positive collaboration between the group and administration.

Mrs. Schneider stated she had recently become aware of the five points related to federal immigration enforcement and expressed full support, offering assistance.

Mrs. Stelmaszak expressed support for the concept of utilizing Hardman Field for revenue generation but stated that the proposed rate of \$125 per game appears low for college-level use. She noted potential additional costs, including staff overtime, field maintenance, and possible police presence, as well as the impact on resident access. She encouraged Council to ensure pricing reflects fair market value and total associated costs.

Executive Session

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

June 2, 2026 7:00 PM

At 7:45pm Mr. Shimborske made a motion to move into an executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee and for the purpose of conferring with the Village Solicitor in regard to pending or imminent court action and for the purpose of discussing the potential purchase and/or sale of real property. Mr. Wimmers seconded the motion. The motion passed unanimously.

At 8:23pm Council returned to regular session.

Next Meeting Date

July 6, 2026

Adjournment

8:25pm

Mayor Thompson

VILLAGE OF OTTAWA HILLS
JUNE FINANCIAL RECAP
As of 6/30/2026

REVENUE *

Operating:

June income tax collections totaled approximately \$491,474 and the revenue budget for 2026 is \$4,534,117. Our ytd income tax collections total: \$2,738,932.

Other revenues in June include \$25,080 from Village Life & Yard waste, \$9,936 for Glass City Marathon reimbursement and \$17,555 in gas excise.

EXPENDITURES *

Operating:

We have expended 39% of our operating budget and 27% of the overall budget. In addition to normal and OT payroll costs, other expenses included \$62,386 for Village Life instructors, \$7,776 for our annual hanging baskets, \$5,330 for street sweeping, \$5,371 for hvac repairs, \$70,060 for Evergreen engineering.

We will expect Edgevale Rd invoices to start being submitted at the end of July.

**monthly reports have not been finalized, and these figures will change.*

Councilman Mockensturm and Finance Director Hoffman are collaborating to develop a new financial reporting format that will be presented to Council each month.

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Kati E. Tharp, Attorney at Law

Village of Ottawa Hills
2125 Richards Road
Toledo, OH 43606

Balance \$1,268.50
Invoice # 00963
Invoice Date June 14, 2026
Payment Terms
Due Date

Ottawa Hills_May 2026

Securely pay online



<https://kati-e-tharp-attorney-at-law.mycase.com/x8mwz43x>

Time Entries

DATE	ACTIVITY	DESCRIPTION	RATE	HOURS	LINE TOTAL
05/04/2026	Meeting	Meeting	\$215.00	2.5	\$537.50
05/06/2026	Communication	Property maintenance review and email	\$215.00	0.4	\$86.00
05/14/2026	Document Review	ICE Legislation; contractor issue	\$215.00	1.1	\$236.50
05/18/2026	Communication	Speaking with resident re shared driveway	\$215.00	0.3	\$64.50
05/19/2026	Meeting	Zoning Meeting; meeting with April and Mayor	\$215.00	1.5	\$322.50
05/26/2026	Communication	Email/phone call with Administrator	\$215.00	0.1	\$21.50
Totals:				5.9	\$1,268.50

Time Entry Sub-Total: \$1,268.50

Sub-Total: \$1,268.50

Total: \$1,268.50

Amount Paid: \$0.00

BALANCE DUE: **\$1,268.50**

VILLAGE OF OTTAWA HILLS, OHIO

ORDINANCE No. 2026-2

CONFIRMING THE APPOINTMENT OF RICK SCHNOOR AS POLICE CHIEF OF THE OTTAWA HILLS POLICE DEPARTMENT EFFECTIVE AUGUST 24, 2026 AND WAIVING THE RESIDENCY REQUIREMENT AS DESCRIBED IN SECTION 737.15 OF THE OHIO REVISED CODE.

WHEREAS, Section 737.15 of the Ohio Revised Code requires that each Village shall have a Marshal, designated Police Chief, appointed by the Mayor with the advice and consent of the legislative authority of the Village, and

WHEREAS, Mayor Thompson has appointed Rick Schnoor as Police Chief, and

WHEREAS, Section 737.15 of the Ohio Revised Code requires that a Police Chief be a resident of the Village within six months unless such residency requirement is waived by ordinance.

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF OTTAWA HILLS, THAT:

SECTION 1. The appointment of Rick Schnoor as Police Chief is hereby confirmed by the Council of the Village of Ottawa Hills, with an effective date of August 24, 2026.

SECTION 2. The residency requirement as identified in Section 737.15 of the Ohio Revised Code is hereby waived.

SECTION 3. It is hereby found and determined that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were adopted in open meetings, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

SECTION 4. This Ordinance shall be in full force and effect from and after the earliest period allowed by law.

Vote on passage Yeas _____ Nays _____

Date of passage

President of Council

Attest:

Clerk of Council

VILLAGE OF OTTAWA HILLS, OHIO

ORDINANCE No. 2026-3

MAKING APPROPRIATIONS AND DEDUCTIONS
FROM PREVIOUS APPROPRIATIONS, AMENDING
ORDINANCE 2025-9, AND DECLARING AN
EMERGENCY.

WHEREAS, revision of the Annual Appropriation Ordinance is necessary due to
changing conditions which require adjustment in operations.

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE
OF OTTAWA HILLS, THAT:

	<u>ADDITIONS</u>	<u>DEDUCTIONS</u>
<u>SECTION 1.</u> Appropriations from the <u>General Fund</u> be adjusted in the amounts shown as indicated hereunder:		
Cleaning, Snow and Ice Removal (Streets)		
Personnel Services		30,000
Total Cleaning, Snow and Ice Removal (Streets)		30,000
Parks		
Personnel Services	20,000	
Total Parks	20,000	
Storm Sewers		
Personnel Services	2,000	
Total Storm Sewers	2,000	
Rubbish Collection and Disposal		
Personnel Services	2,000	
Total Rubbish Collection and Disposal	2,000	
Municipal Garage		
Personnel Services	2,000	
Construction		19,100
Operating and Maintenance	16,100	
Total Municipal Garage	18,100	19,100
Clerk- Treasurer		
Personnel Services	3,000	
Operating and Maintenance	1,000	
Total Clerk-Treasurer	4,000	
Village Administrator		
Operating and Maintenance	3,000	
Total Village Administrator	3,000	
TOTAL GENERAL FUND	49,100	49,100

SECTION 2. It is hereby found and determined that all formal actions of
this Council and any of its committees concerning and relating to the passage of this Ordinance were
adopted in open meetings, in compliance with all legal requirements, including Section 121.22 of the
Revised Code of Ohio.

SECTION 3. That this Ordinance, being necessary for the immediate
protection of the public welfare, safety, health, and property, and for the further reason that actual
expenses are varying from estimates in the original budget, is hereby declared to be an emergency
measure and shall take effect and be in force immediately from and after its passage.

Vote on emergency measure

Yeas _____ Nays _____

Passed as an emergency measure

Yeas _____ Nays _____

Date of passage

Attest:

President of Council

Clerk of Council

VILLAGE OF OTTAWA HILLS, OHIO

ORDINANCE No. 2026-4

TO ASSESS A SPECIAL TAX TO PAY THE COST AND EXPENSE OF LIGHTING THE STREETS AND PUBLIC WAYS OF THE VILLAGE OF OTTAWA HILLS, FOR THE YEAR ENDING DECEMBER 31, 2026.

WHEREAS, the Council of the Village of Ottawa Hills has heretofore enacted the necessary legislation and caused certain of the streets, lanes, and other public ways of said Village to be lighted with electric lights, and provided in such legislation that a portion of cost and expense of lighting such streets, lanes, and other public ways should be assessed by the front footage upon the lots and lands bounding and abutting upon said streets, lanes, and other public ways, and

WHEREAS, the Clerk of said Village has reported to the Council a schedule of the proportionate amounts of the cost and expense of such lighting (the "Assessment Schedule") to be assessed upon said lots and lands, and

WHEREAS, the Assessment Schedule is on file in the office of said Clerk and open for public inspection and is incorporated herein by reference.

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF OTTAWA HILLS, THAT:

SECTION 1. To pay the cost and expense of lighting the streets, lanes, and public ways described in the Assessment Schedule for the year ending December 31, 2026 upon the lots and lands bounding and abutting on said streets, lanes, and public ways, as set forth in the Assessment Schedule, the several sums shown therein and set opposite the description of the respective lots and lands, which lots and lands are hereby determined to be specifically benefited in the amounts so assessed against the same, which amounts and assessments are hereby confirmed and approved.

SECTION 2. The owners of said lots and lands shall pay said sums so assessed against their lots and lands by the Treasurer of Lucas County, Ohio, at the same time and in the same manner as other taxes are paid or be subject to the penalties and interest to be paid thereon, as provided by law.

SECTION 3. The Clerk of the Village is hereby directed to certify said assessments to the Auditor of Lucas County, Ohio, to be placed upon the grand tax duplicate of said County for the year 2026 against said lots and lands respectively, to be collected at the same time and in the same manner as other taxes are collected.

SECTION 4. The cost and expense of lighting said streets, lanes and public ways shall be levied and assessed at the rate of Fifty Four Cents (\$.54) per front foot per year against those lots and lands that are hereby determined to be specifically benefited thereby.

SECTION 5. It is hereby found and determined that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were adopted in open meetings, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

SECTION 6. This Ordinance shall be in full force and effect from and after the earliest period allowed by law.

Vote on passage Yeas _____ Nays _____

Date of passage

Attest: _____
President of Council

Clerk of Council

VILLAGE OF OTTAWA HILLS, OHIO

ORDINANCE No. 2026-5

TO ASSESS A SPECIAL TAX FOR THE PLANTING, MAINTENANCE, AND REMOVAL OF SHADE TREES ON AND ALONG THE STREETS AND PUBLIC RIGHTS-OF-WAY OF THE VILLAGE OF OTTAWA HILLS IN ACCORDANCE WITH SECTION 727.011 OF THE OHIO REVISED CODE, FOR THE YEAR ENDING DECEMBER 31, 2026.

WHEREAS, it is immediately urgent and necessary that work be authorized for the purpose of controlling blight and disease of shade trees and for planting, maintaining, trimming, and removing shade trees in and along the streets within the public rights-of-way of the Village of Ottawa Hills during the year of 2026, and

WHEREAS, the Village Administrator has recommended to Council the removal or special treatment of shade trees, and planting, maintaining, trimming, and removing shade trees in and along the streets and rights-of-way of the Village during the year 2026 in accordance with schedules heretofore prepared and now on file in the office of the Clerk of the Village of Ottawa Hills.

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF OTTAWA HILLS, THAT:

SECTION 1. It is hereby declared necessary and conducive to public health, convenience and welfare to remove or provide special treatment of shade trees for the purpose of controlling blight and disease of same, and planting, maintaining, trimming, and removing shade trees in and along the street and within public rights-of-way of the Village of Ottawa Hills during the year 2026. That for said purpose there is hereby established one (1) district which shall include all territory within the boundaries of the Village of Ottawa Hills, pursuant to the provisions of Section 727.011 of the Revised Code of Ohio.

SECTION 2. The work of such removal or special treatment of shade trees for the purpose of controlling blight and disease of same, and planting, maintaining, trimming, and removing shade trees in and along the street and within public rights-of-way of the Village shall be done within the district as herein set forth and through the proper officers of the Village of Ottawa Hills; and the Village Administrator be, and he is hereby authorized and directed to purchase required materials and to employ the necessary labor to do said work.

SECTION 3. A portion of said cost and expense of removal and special treatment of shade trees for the purpose of controlling blight and disease of same, and planting, maintaining, trimming, and removing shade trees in and along the street and within public rights-of-way of the Village of Ottawa Hills shall be levied and assessed in the amount of Ninety-Five Cents (\$.95) per front foot as provided in Section 727.011 of the Revised Code of Ohio, which said lots and lands are hereby determined to be specifically benefited by said work in the amount equal to the cost and expense thereof.

SECTION 4. The Clerk of the Village is hereby directed to certify said assessment in one (1) installment to the Auditor of Lucas County, Ohio, to be placed upon the grand tax duplicate of said County for the year 2026 against said lots and lands respectively, to be collected at the same time and in the same manner as other taxes are collected.

SECTION 5. It is hereby found and determined that all formal actions of this Council and any of its committees concerning and relating to the passage

of this Ordinance were adopted in open meetings, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

SECTION 6. This Ordinance shall be in full force and effect from and after the earliest period allowed by law.

Vote on passage Yeas _____ Nays _____

Date of passage

Attest: _____
President of Council

Clerk of Council

VILLAGE OF OTTAWA HILLS, OHIO

ORDINANCE No. 2026-6

FIXING THE SALARIES FOR VILLAGE EMPLOYEES
FOR 2026 AND REPEALING ORDINANCE 2024-14,
ORDINANCE 2025-7, AND ORDINANCE 2025-10, AND
DECLARING AN EMERGENCY.

WHEREAS, the Council of the Village of Ottawa Hills desires to establish compensation for employees for 2026 in accordance with the duties performed.

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF OTTAWA HILLS, THAT:

SECTION 1. Beginning January 1, 2026 the compensation of the employees of the Village of Ottawa Hills working in the various departments shall be and hereby is fixed as shown below.

	<u>Lower Limit</u>	<u>Upper Limit</u>
Police Chief	110,523	130,250
Police Lieutenant	99,323	108,890
Police Sergeant	91,457	97,581
Police Officer	74,212	88,224
Support Services Coordinator	71,897	88,224
Police Administrative Assistant	58,997	71,896
Part Time Officer (hourly)	27.04	36.16
Acting Lieutenant (hourly)		5.44
Acting Sergeant (hourly)		4.49
School Crossing Guard (hourly)	14.91	19.88

Acting Lieutenants and Acting Sergeants assigned to fulfill the duties of the position on a temporary basis shall be compensated for all duties performed while in that capacity at the additional hourly rate identified, but only if said employee had worked in that capacity and performed all designated duties of such. In addition each full-time police officer shall receive an annual \$150 cleaning allowance, and the Police Detective shall receive a \$600 clothing allowance per year, payable after January 1 of each year. The positions of Support Services Coordinator and Police Administrative Assistant authorized by this Salary Ordinance shall not be filled simultaneously. At no time shall both positions be occupied concurrently. The appointment to or employment of one position shall preclude the filling of the other position unless otherwise authorized by Council through subsequent legislative action.

For payroll purposes, full time police officers will be paid 1/26th of their annual compensation every two weeks, not including overtime. Generally, road patrol officers work a schedule of four days on followed by two days off. When assigned to a four and two schedule, the officers have shifts of 8¼ and 8½ hours to cover shift changes, and also work an additional 32 hours of time annually. Road patrol officers not assigned to the four and two schedule are required to work 80 hours per pay period.

	<u>Lower Limit</u>	<u>Upper Limit</u>
Director of Public Services	97,647	111,570
Public Service Supervisor	69,661	78,855
Public Service Specialist	47,412	68,124
Public Service Laborer	43,297	58,098
Part-time/Seasonal (hourly)	15.07	24.28
Acting Public Service Supervisor (hourly)		5.16

Acting Public Service Supervisors assigned to fulfill the duties of a Public Service Supervisor on a temporary basis shall be compensated for all duties performed while in that capacity at the additional Public Service Supervisor rate, but only if said employee had worked in that

capacity and performed all designated duties of such. Work turn-out gear to be provided as needed.

	<u>Lower Limit</u>	<u>Upper Limit</u>
Mayor		120
Council Members & Clerk		120
Village Administrator	125,075	158,374
Finance Director	84,340	115,676
Accounting Assistant	58,997	71,896
Executive Assistant	58,997	71,896
Director of Village Life	28,479	46,022
Part-time Office Help	14.33/hr	18.04/hr

The above shall be used to help set the salary for all full and part-time employees as recommended by the Department Head and approved by the Village Administrator.

SECTION 2. That in addition to the other compensation identified in this legislation, the following shall be authorized:

The Village Administrator shall receive additional compensation in the amount of \$6,000 annually.

Employees who take two or fewer sick days in the proceeding year will receive a bonus as follows:

No sick time used during the year = \$500 bonus
1 sick day or less used during the year = \$250 bonus
2 sick days or less used during the year = \$100 bonus

The Village may provide special recognition in the form of a recognition/appreciation luncheon for all Village employees. The Village Administrator is authorized to purchase refreshments for training meetings involving employees, within the “de minimus” guidelines of the Ohio Revised Code of Ethics.

SECTION 3. Authorization is provided for the Village to make a contribution to each eligible employee’s Health Savings Account (H.S.A.). For employees who are eligible as of January 1, 2026, the contributions will be \$1,500. For employees who become eligible for health insurance after January 1st the employer contribution will be prorated based on pay periods.

SECTION 4. Authorization is provided to contract for an Employee Assistance Program (EAP) at a cost not to exceed \$1,500.

SECTION 5. Authorization is provided for the Police Chief to carry over vacation in excess of the 1.5 times his annual accumulation amount until December 31, 2026, due to staffing shortages that have caused him to sacrifice vacation time to fill manpower needs.

SECTION 6. Approximately every 11 years the bi-weekly pay period results in a “27th pay period”, as opposed to the normal 26 pay periods. The 2026 calendar results in 27 pay periods. It is hereby authorized that employees paid a standard bi-weekly amount (calculated as 1/26th of the salary amount) will receive that same bi-weekly pay for each of the 27 pay periods in 2026.

SECTION 7. That the standard work period for most departments is 40 hours per week. For the purpose of computing pay, the pay period for all employees is defined as Sunday through the following Saturday. If an employee, other than those exempted by the employee handbook, is required to work more than that which he/she is regularly scheduled to work, then they shall be paid at the rate of one and a half times the normal rate of pay. When calculating overtime or compensatory time for payroll purposes the use of sick time, multiple job situations, or dissimilar duties, training credit days, make up days, work outside of employment, compensatory days and other leaves of absence will not be considered as hours worked or counted as active pay status for overtime pay purposes.

SECTION 8. It is hereby found and determined that all formal actions of this Council and any of its committees concerning and relating to the passage of

this Ordinance were adopted in open meetings, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

SECTION 9. This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the Village due to the need to maintain adequate police department staffing, ensure continuity of public safety operations, and properly compensate employees who have assumed additional duties and responsibilities. Therefore, this Ordinance shall take effect immediately upon its passage and approval by the Council.

Vote on emergency measure Yeas _____ Nays _____

Passed as an emergency measure Yeas _____ Nays _____

Date of passage

President of Council

Attest:

Clerk of Council

VILLAGE OF OTTAWA HILLS, OHIO

ORDINANCE NO. 2026-7

AN ORDINANCE AMENDING ORDINANCE NO. 2002-08, AS AMENDED, THE ZONING CODE OF THE VILLAGE OF OTTAWA HILLS, BY ADOPTING ARTICLE XVI REGARDING SHORT-TERM AND MID-TERM RENTAL REGULATIONS.

WHEREAS, Council finds that the preservation of the residential character, neighborhood stability, and quality of life within the Village of Ottawa Hills is a legitimate public purpose; and

WHEREAS, Council further finds that transient occupancy and short-term rental activity may adversely affect the residential nature of neighborhoods and may create impacts relating to parking, noise, traffic, property maintenance, and public safety; and

WHEREAS, Council desires to establish regulations governing the rental and occupancy of residential dwellings within the Village in order to protect the public health, safety, and welfare; and

WHEREAS, the Zoning Commission has reviewed the proposed amendment and provided its recommendation in accordance with the requirements of the Zoning Code and Ohio law; and

WHEREAS, all required notices have been given and public hearings conducted in accordance with law.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF OTTAWA HILLS, OHIO THAT:

SECTION 1. Article XVI of the Zoning Code of the Village of Ottawa Hills, Ordinance No. 2002-08, as amended, is hereby adopted to read as follows:

ARTICLE XVI SHORT-TERM AND MID-TERM RENTAL REGULATIONS

Section 16.1 Purpose

The purpose of this Article is to protect and promote the public health, safety, welfare, and quality of life of Village residents by preserving the residential character of the Village of Ottawa Hills, maintaining neighborhood stability, minimizing the impacts associated with transient occupancy, and establishing regulations governing the rental and occupancy of residential dwellings.

Section 16.2 Applicability

The provisions of this Article shall apply to all residential properties located within the Village of Ottawa Hills.

Section 16.3 Definitions

- A. SHORT-TERM RENTAL: The rental, lease, license, occupancy, or use of a dwelling unit, or any portion thereof, for compensation for a period of less than three (3) consecutive months.

- B. MID-TERM RENTAL: The rental, lease, license, occupancy, or use of a dwelling unit, or any portion thereof, for compensation for a period of three (3) consecutive months or longer but less than twelve (12) consecutive months.
- C. LONG-TERM RENTAL: The rental, lease, license, occupancy, or use of a dwelling unit, or any portion thereof, for compensation for a period of twelve (12) consecutive months or longer.

Section 16.4 Prohibited Use

Short-term rentals are prohibited in all zoning districts within the Village of Ottawa Hills and shall not constitute a permitted residential use.

The advertising, listing, marketing, offering, operating, or occupancy of a dwelling as a short-term rental is prohibited and shall constitute prima facie evidence of a violation of this Article.

Section 16.5 Mid-Term Rentals

Mid-term rentals may be permitted only upon application to the Village Administrator.

The Village Administrator may approve, approve with conditions, or deny an application after considering the following factors:

- A. Compatibility of the proposed use with surrounding residential properties;
- B. Availability of adequate off-street parking;
- C. The anticipated number of occupants;
- D. The effect of the proposed use upon the residential character of the neighborhood;
- E. Compliance history of the property; and
- F. Any other factors reasonably related to the public health, safety, and welfare.

Decisions of the Village Administrator may be appealed pursuant to the procedures outlined in Section 11.4.

Section 16.6 Long-Term Rentals

Long-term rentals shall be permitted in any zoning district in which the underlying residential use is otherwise permitted.

Section 16.7 Violations

A. Violation of any provision of this Article or failure to comply with any of its requirements shall constitute a misdemeanor. Any person who violates this Article or fails to comply with any of its requirements shall, upon conviction thereof, be subject to the following fines:

1. First violation: Five Hundred Dollars (\$500.00).
2. Second violation: One Thousand Dollars (\$1,000.00).
3. Third and each subsequent violation: One Thousand Dollars (\$1,000.00).

Each day such violation continues shall be considered a separate offense. The owner, operator, property manager, tenant, agent, or any other person who commits, participates in, assists in, or maintains such violation may each be found guilty of a separate offense and be subject to the penalties herein provided. Nothing herein contained shall prevent the Village from taking such other lawful action as is necessary to prevent, enjoin, abate, or remedy any violation of this Article.

B. The penalties set forth in this Section shall apply notwithstanding any other penalty section of this Zoning Code and shall constitute the specific penalties applicable to violations of this Article.

SECTION 2. All other provisions of Ordinance No. 2002-08, as amended, not inconsistent herewith shall remain in full force and effect.

SECTION 3. Should any section, subsection, sentence, clause, phrase, or provision of this Ordinance be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 4. It is hereby found and determined that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were adopted in open meetings, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

SECTION 5. This Ordinance shall take effect and be in force at the earliest time permitted by law.

Votes on Passage

Yeas_____ Nays_____

Date of Passage

President of Council

VILLAGE OF OTTAWA HILLS, OHIO

RESOLUTION No. 2026-14

A RESOLUTION AFFIRMING THE VILLAGE'S
COMMITMENT TO THE PROVISION OF MUNICIPAL
SERVICES, PUBLIC SAFETY, AND COMPLIANCE WITH
APPLICABLE LAW.

WHEREAS, recent national events and public discussion have focused attention on the enforcement of federal immigration laws; and

WHEREAS, those events and discussions have generated questions regarding the role of local governments in matters involving federal immigration enforcement; and

WHEREAS, residents of the Village of Ottawa Hills have expressed sincere questions and concerns to Village Council regarding the Village's role in relation to federal immigration laws and the provision of municipal services; and

WHEREAS, the Council of the Village of Ottawa Hills desires to reaffirm and clarify the Village's position regarding the provision of municipal services, public safety, and compliance with applicable law;

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE
VILLAGE OF OTTAWA HILLS, THAT:

SECTION 1. The Village of Ottawa Hills is a welcoming community that values civility, respect, and the contributions of persons from diverse backgrounds. Village Council believes that a diverse community strengthens the Village of Ottawa Hills and better prepares all residents to contribute positively to society.

SECTION 2. The Village of Ottawa Hills shall continue to provide municipal services to persons living in, visiting, or passing through the Village without regard to immigration status.

SECTION 3. Enforcement of federal immigration laws is the responsibility of the federal government. The Village of Ottawa Hills does not administer or independently enforce federal immigration laws and has not historically done so.

SECTION 4. The Village of Ottawa Hills does not and shall not collect, maintain, or disclose information regarding an individual's immigration status except as required by law, necessary for legitimate governmental or public safety purposes, or otherwise obtained in the ordinary course of lawful municipal operations, including employment-related documentation and lawful background investigations.

SECTION 5. The Village of Ottawa Hills remains committed to protecting the health, safety, and welfare of all persons within the Village and shall continue to take appropriate lawful actions to promote public safety and enforce state and local laws.

SECTION 6. It is hereby found and determined that all formal actions of this Council and any of its committees concerning and relating to the passage of this Resolution were adopted in open meetings, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

SECTION 7. This Resolution shall be in full force and effect from and after the earliest period allowed by law.

Vote on passage

Yeas _____ Nays _____

Date of passage

Attest:

President of Council

Clerk of Council