



Village Council Regular Meeting

July 31, 2025 at 7:00 PM
2829 Minerva Lake Rd.

Agenda

Roll Call/Vote to Excuse any Absent Member

Pledge of Allegiance

Minutes

- 1. MOTION TO APPROVE** 7/17/25 Committee as a Whole Minutes
- 2. MOTION TO APPROVE** 7/17/25 Council Meeting Minutes

Committee as a Whole Report

3. Streets - Stacey Koss
4. Services - J.P. Martin
5. Recreation & Parks - Jason Camara

Citizen Comments

Legislation

6. **MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS** for ORDINANCE 2025-13
7. **MOTION TO APPROVE** ORDINANCE 2025-13 Tree Trimming Height Code Amendment

AN ORDINANCE AMENDING SECTION 665.02 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MINERVA PARK. (1st reading-intent to suspend the rules that require 3 readings and pass as an emergency)
8. **MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS** for ORDINANCE 2025-14
9. **MOTION TO APPROVE** ORDINANCE 2025-14 Annual Compensation for 2025

AN ORDINANCE UPDATING THE WAGE AND SALARY RANGES, THE NUMBER OF EMPLOYEES AND POSITIONS FOR THE VILLAGE OF MINERVA PARK AND DECLARING AN EMERGENCY (1st reading-intent to suspend the rules that require 3 readings and pass as an emergency)
10. **MOTION TO SUSPEND THE RULES THAT REQUIRE 3 READINGS** for ORDINANCE 2025-15
11. **MOTION TO APPROVE** ORDINANCE 2025-15 Supplemental Appropriations

AN ORDINANCE TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2025 (1st reading-intent to suspend the rules that require 3 readings)
12. **MOTION TO APPROVE** RESOLUTION 2025-17 Revising Fee Schedule

A RESOLUTION TO AMEND AND REVISE THE MINERVA PARK FEE SCHEDULE
AND TO DECLARE AN EMERGENCY (3rd reading-intent to pass as an emergency)

Old Business

13. Pool

Maintenance Building

Road Project

New Business

Adjourn

Meeting Details-Committee as a Whole

- **Date & Time:** July 17, 2025, 6:31 PM
 - **Attendees:** Mayor Southard, Council President Camara, Councilpersons Martin, Grant, Kost, Pinter, Paessun (absent), and Chief of Police.
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Finance Report

- Finance Committee recently met with Jeff for about 1.5 hours.
 - His report was shared with members and uploaded to the website.
 - Key points:
 - **Pool membership revenue** is on target.
 - **Walk-in admissions** are at about 50% of projections.
 - **Income and real estate revenues** are within budget expectations.
 - No major concerns raised about the financials.
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Safety Updates (by Chief)

- **Speed Sign Issues:**
 - Old battery issues resolved via warranty.
 - Signs are operational and taking charge correctly now.
 - Data is still “raw” but being analyzed for traffic trends.
- **Traffic Data:**
 - On Cleveland Ave in early June: ~150,000 cars in 10 days.
 - Around July 4th: shorter test period (9 hrs), speeds stayed within the 85th percentile (~38 mph).
 - Anomalies (like a reading of 146 mph) likely due to radar interference or motorcycle.
- **Traffic Stops:**
 - Up by 40% this year.
 - Explained by fewer report-based calls, allowing more focus on speed enforcement.
- **Fireworks Safety:**
 - No significant incidents during July 4th.
 - One minor event: an intoxicated individual tried to steal fireworks.

- **Phantom Fireworks Site Traffic:**
 - Traffic was manageable.
 - Police presence appreciated; no major issues reported.
 - Suggestion made to add more officers next year on the weekend before the 4th.

Road Projects & Public Communication

- Discussion on how to better **alert residents of upcoming road work**.
- Suggestions included:
 - **Electronic signs** (cost: \$8K–\$18K to purchase, \$700/week to rent).
 - **Reusable aluminum signs** with simple messages and QR codes.
 - Concerns about yard signs being vandalized or ignored.
- **Goal:** Improve visibility and awareness before projects begin.
- Decision: Continue exploring cost-effective solutions and possibly budget in January.

Community Room Rental Policy Changes

- Current issues:
 - The room is frequently left messy or damaged.
 - Inadequate fee to cover wear and tear and cleaning.
- Proposed changes:
 - Increase rental fee from **\$150** → **\$300**
 - Add **\$300 security deposit**, refundable if no damage.
 - Total up-front cost: **\$600**
 - Discussion around whether to:
 - Include a **cleaning fee**.
 - Hire a cleaning service.
 - Implement a refund system via Square.
- Legal considerations:
 - Previous legislation capped rental rate increases.
 - Will need to **repeal prior ordinance** before changes take effect.
- Final direction: Amend the legislation to reflect new pricing and remove references to tent rentals (tents are destroyed and no longer available).

□ Pool Loungers

- New chairs discussed.
 - Vendor may honor current price if the Village commits before Jan 2, 2026.
 - Recommendation: Order in advance, budget permitting.
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🌳 Tree Trimming Ordinance & Misc. Legislation

- Tree-related legislation is being drafted.
 - No new site plans or active legislative items presented but will be added for discussion at future meetings.
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😊 Tone & Extra Bits

- Lighthearted banter (jokes about singing telegrams, air-tagged geese deterrents, and PTSD from old radar signs).
 - Council expressed concern about public engagement, noting many residents don't read Facebook posts or newsletters.
 - Emphasis placed on **proactive communication** and **efficient use of staff time**.
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✓ Key Takeaways

- Financials are solid.
- Public safety is proactive, especially around traffic and seasonal events.
- Council is focused on improving transparency and managing community spaces responsibly.
- Room rental changes and signage for construction projects are top priorities.



Village Council Regular Meeting

July 17, 2025 at 7:00 PM

2829 Minerva Lake Rd.

Minutes

Roll Call/Vote to Excuse any Absent Member

Motion to excuse Councilperson Paessun made by Camara, Seconded by Koss.

Voting Yea: Council President Camara, Koss, Martin, Grant, Pinter

Pledge of Allegiance

Minutes

MOTION TO APPROVE 6/26/25 Committee as a Whole Minutes

Motion made by Martin, Seconded by Koss.

Voting Yea: Council President Camara, Koss, Martin, Grant, Pinter

MOTION TO APPROVE 6/26/25 Council Meeting Minutes

Motion made by Council President Camara, Seconded by Pinter.

Voting Yea: Council President Camara, Koss, Martin, Grant, Pinter

MOTION TO APPROVE 7/10/25 Special Council Meeting Minutes

Motion made by Council President Camara, Seconded by Koss.

Voting Yea: Council President Camara, Koss, Martin, Grant, Pinter

MOTION TO APPROVE 7/10/25 Work Session Minutes

Motion made by Council President Camara, Seconded by Martin.

Voting Yea: Council President Camara, Koss, Martin, Grant, Pinter

Village Official Reports

Police - Chief Matt Delp: Report in packet; malfunctioning radarsign batteries have been replaced under warranty-signs are now operational.

Fiscal Officer - Jeffrey Wilcheck: Excused

Engineer - Mike Flickinger: Updates provided on Maintenance Garage, Roadway Project and CCTV work.

Legal - Jesse Shamp: no formal report

Village Planning - Eric Fischer: Sidewalks: will be changed to 5 feet; Jordan Rd. will NOT be shut down for water tap as previously feared; updates will need to be made to tree code re pruning

Zoning Officer - John Canty: Report in Packet

Planning & Zoning - Tommy Grant: Did not meet in July; next meeting August 20.

MPCA - Jason Camara: met 7/9: successful Arts in the Park and Garden Tour; Sip N Dip 7/19, Family Fun Night 7/26 (admission to both \$10), MinervaFlora classes coming up, mention of possible endowment for Mary Yost Garden.

Village Committee Reports

Finance - Tony Pinter: Met with Fiscal Officer 7/2 for very helpful overview of Finances.

Safety - Cathy Paessun: Absent-brief discussion of signs-for village events, road closures etc.

Legislation - Tommy Grant: review of legislation on agenda

Mayor's Report

Part of the tree of concern near pathway has been removed; working with contractor to see if the rest of the tree may stay or needs to come down also; acoustic panels will be installed in Council Chamber between Aug 17 - 22; Village survey project (resident and employee) moving forward-invoice has been received.

Citizen Comments

Tony Benedetti of Berry Lane Court spoke to commend Councilperson Koss for taking action regarding short term rentals. He also shared concerns about recent communications from code enforcement about tree trimming and believes this should be taken on by the Village to ensure uniformity and health of trees.

Legislation

RESOLUTION 2025-17 Fee Schedule

A RESOLUTION TO AMEND AND REVISE THE MINERVA PARK FEE SCHEDULE, AND TO DECLARE AN EMERGENCY (2nd reading)
discussion of rental of the Community Room:

Motion to amend the amount for rental of the community Room to \$300 fee/\$300/deposit made by Martin, Seconded by Koss.

Voting Yea: Council President Camara, Koss, Martin, Grant, Pinter

Council President reminded that previous legislation exists capping the amount that fees may be raised; Law Director Shamp will review and prepare corrective legislation for next meeting.

Old Business

Pool: RFP is out; 2 responses received so far; interest expressed in opening earlier in the day for 2026 and the addition of swim lessons

Maintenance Building and Road Projects: discussed in Engineer Report

New Business

Mayor expressed thanks to Councilperson Koss for her determination to get legislation passed regarding short-term rentals (especially considering recent incidents in Columbus and Westerville).

A discrepancy has been discovered in Village regarding tree trimming; Law Director preparing legislation to correct discrepancy.

Recommendation made that the Village take over street tree trimming; to be discussed at August Work Session.

Adjourn

Motion made by Council President Camara, Seconded by Koss.

Voting Yea: Council President Camara, Koss, Martin, Grant, Pinter

Meeting adjourned at 8:11 PM

7/2025

ORDINANCE 2025-13**AN ORDINANCE AMENDING SECTION 665.02 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MINERVA PARK.**

WHEREAS, the Village of Minerva Park desires to amend the language in Section 665.02 of the Codified Ordinances to resolve a discrepancy with Section 1278.08(b)(3); and

WHEREAS, this amendment provides uniformity to the height at which trees are to be trimmed above the surface of sidewalks; and

WHEREAS, the Village Council desires to implement this amendment to the Village Code to ensure all street trees are treated the same for trimming purposes.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF MINERVA PARK, COUNTY OF FRANKLIN, STATE OF OHIO:

Section 1. That Section 665.02 of the Codified Ordinances of the Village of Minerva Park is hereby amended as shown in the attached **Exhibit A** which is incorporated herein in its entirety.

Section 2. That it is found that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in this 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 3. That this ordinance is hereby declared an emergency necessary for the public health, safety, and convenience of the residents of Minerva Park, to wit: this amendment shall provide immediate consistency and clarity for the residents of Minerva Park and ensure that street trees are maintained uniformly throughout the Village.

First Reading: July 31, 2025
Second Reading: Waived
Third Reading: Waived
Passed: July 31, 2025

Tiffany Southard, Mayor**ATTEST****APPROVED AS TO FORM**

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

Exhibit A**665.02 - Trimming of trees and shrubs required.**

The owner, lessee, agent, tenant or other such person having charge or care of any lot or parcel of land fronting on any street, alley, avenue or public grounds in the village, in which trees are planted and growing, shall trim or cause to be trimmed, all trees or shrubbery in front of the respective lots or lands when so ordered or directed by the mayor/village administrator. All trees shall be trimmed so as to have a clear height of ~~ten-seven~~ (7+0) feet above the surface of sidewalks and 12 feet above the surface of the street or roadway. The branches of all trees or shrubs in front and along lots or lands near which public lamps are placed shall be trimmed so as not to obstruct the free passage of light from the lamps to the street and sidewalks. Trees and shrubs shall be maintained so as to allow unobstructed views of street signs and unobstructed access to fire hydrants.

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ORDINANCE 2025-14

AN ORDINANCE UPDATING THE WAGE AND SALARY RANGES, THE NUMBER OF EMPLOYEES AND POSITIONS FOR THE VILLAGE OF MINERVA PARK AND DECLARING AN EMERGENCY

WHEREAS, pursuant to Section 731.10, Revised Code, the legislative authority may provide such employees for the Village as it determines are needed; and,

WHEREAS, pursuant to Section 731.13, Revised Code, the legislative authority of a Village shall fix the compensation of all officers, clerks, and employees of the Village except as otherwise provided by law; and,

WHEREAS, as part of the budget for 2025, the authorized positions and compensation rates were adjusted; and,

WHEREAS, it has become necessary to amend Section 1 of Ordinance 2025-03 and 32-2024, to provide clarity, and eliminate implementation issues, and add sergeant compensation for second and third shifts.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MINERVA PARK, OHIO, THAT:

Section 1. The number of hourly and salary full-time employees, positions, and related pay ranges for the Police Department shall be as follows:

Positions	Steps					
	1	2	3	4	5	6
<u>Patrol Officers</u>						
<u>First Shift</u>						
Hourly Rates	\$31.33	\$33.21	\$35.20	\$37.31	\$39.55	\$41.92
Annual Compensation	65,166.40	69,076.38	73,220.97	77,604.80	82,261.09	87,196.75
<u>Second and Third Shifts</u>						
Hourly Rates	\$32.33	\$34.27	\$36.33	\$38.51	\$40.82	\$43.27
Annual Compensation	67,246.40	71,281.18	75,558.06	80,100.80	84,906.85	90,001.26
<u>School Resource Officer</u>						
Hourly Rates	---	---	---	37.31	39.55	41.92
Annual Compensation				77,604.80	82,261.09	87,196.75
Positions	Status	Hourly Rates		Annual Compensation		
		Low	High	Low	High	
<u>First Shift</u>						
Sergeant	Hourly	---	\$44.44	---	\$92,428.56	
<u>Second and Third Shifts</u>						
Sergeant	Hourly	---	\$45.87	---	95,401.33	
Lieutenant	Hourly	---	47.10	---	97,974.27	
Chief	Salary	---	51.81	---	107,771.70	

The Police Department is authorized to have 10 full-time and 2 part-time positions, allocated between position levels at the discretion of the Chief of Police. There shall be no more than two sergeants and one lieutenant. The Sergeant's compensation is six percent above the Patrol Officer's step 6 for the assigned shift. The Lieutenant's compensation range is six percent above that of a Sergeant on first shift. The Chief's compensation range is ten percent above that of the Lieutenant.

ORDINANCE 2025-14

(Continued)

Section 2. The number of hourly full-time, part-time, and seasonal employees, positions, and related pay ranges within all other departments shall be as follows:

Positions/Job Title	Authorized	Status	Hourly Rates		Annual Compensation **	
	Number		Low	High	Low	High
<u>Maintenance Department</u>						
Maintenance Worker 2	1	Part-Time	20.00	22.00	20,800	22,880
Maintenance Worker 1	1	Part-Time	18.00	20.00	18,720	20,800
Laborer	3	Seasonal	12.00	18.00	5,760	8,640
Positions/JobTitle	Authorized	Status	Hourly Rates		Annual Compensation **	
	Number		Low	High	Low	High
<u>Swimming Pool</u>						
Office Staff	2	Seasonal	12.00	15.00	5,760	7,200
Assistant Pool Manager	1	Seasonal	20.50	23.00	9,840	11,040
Concession Worker	5	Seasonal	11.00	14.00	5,280	6,720
Lifeguard 1, (0-1 Years Expenience)	TBD	Seasonal	12.00	14.50	5,760	6,960
Lifeguard 2, (2-3 Years Experience)	TBD	Seasonal	15.00	17.00	7,200	8,160
Lifeguard 3, 4+ Year Experience)	TBD	Seasonal	17.50	20.00	8,400	9,600
Laborer	2	Seasonal	12.00	18.00	5,760	8,640
<u>Mayor/Administration</u>						
Administration Assistant	1	Full-Time	15.50	22.75	32,240	47,320
Administration Assistant	1	Part-Time	15.50	22.75	16,120	23,663

** Annual Compensation is presented for information only and is calculated based on 2080 hours for full-time employees, 1040 hours for part-time employees and 480 hours for seasonal employees.

Section 3. The salaried positions and related pay ranges shall be as follows:

Position	Authorized Number	Status	Annual Compensation *	
			Low	High
Pool Manager	1	Seasonal	12,000	15,000
Fiscal Officer	1	Part-Time	46,300	58,700
Assistant Fiscal Officer/ Police Clerk/Clerk of Court	1	Full-Time	61,800	87,500
Villager Planner	1	Part-Time	30,000	42,000

* Part Time estimated hours are 1040, Seasonal Estimate hours are 480

Annual Compensation is presented for information only and is calculated based on 2080 hours for full-time employees and 1040 hours for part-time employees. Part-time salaried employees are assumed to work at least 20 hours per week unless otherwise state.

Section 4. The Mayor has the authority to offer a candidate a pay rate for an existing position within the applicable range based upon Village finances, an employee's level of education, certification/licensure, knowledge, skills and abilities, variety and scope of responsibilities, physical and mental demands and other attributes the Mayor considers necessary for the position.

ORDINANCE 2025-14

Item # 9.

(Continued)

Section 5. Compensation changes for a job title or position changes are available based on performance and attendance, at the discretion of the Mayor and must stay within the hourly rates and/or annual compensation as outlined in this ordinance.

Section 6. Merit increases of up to three percent may be awarded to non-uniformed exempt and non-exempt full-time and part-time employees at the discretion of the Mayor and must stay within the hourly rates and/or annual compensation ranges as outlined in this ordinance. An annual evaluation to accompany the merit increase is preferred. Seasonal employees may receive a merit increase upon returning to work for another new season.

Section 7. In the absence of the Chief of Police, the Lieutenant may serve as the Acting Chief. In the absence of the Lieutenant, the ranking Sergeant may serve as the Acting Lieutenant. Acting officers shall be filled only by successive ranks. An officer assigned the responsibilities of Acting Chief or Acting Lieutenant must carry out the duties of the position or rank above that which he/she holds. Acting Chief or Acting Lieutenant shall receive an additional three and a half percent over their current rate. Absence is defined as incapacitated or unavailable or unable, as determined by the Chief, or in the case of the Chief, the Mayor, to respond to critical incidents or otherwise make decisions on behalf of the Police department.

Section 8. The rates presented in this Ordinance were effective with the pay period beginning December 29, 2024, to be paid on January 17, 2025. The second and third shift sergeant compensation added in Section 1 is effective with the first full pay period after passage.

Section 9. Council may, at its discretion annually, authorize a bonus payable with the first pay in December each year.

Section 10. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and 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 of the laws of the State of Ohio.

Section 11. All prior legislation, or any parts thereof, which is/are inconsistent with this Ordinance is/are hereby repealed as to the inconsistent parts thereof.

Section 12. This Ordinance is hereby declared to be an emergency measure, to be effective immediately upon passage, such emergency being necessary for the preservation of the public health, safety, and welfare of the Village and its inhabitants, to wit: to have salaries in place on January 1, 2025. Therefore, this Ordinance shall take effect and be in force from and immediately after its passage by the Council.

Tiffany Southard, Mayor

First Reading: July 31, 2025
Second Reading: Waived
Third Reading: Waived
Passed: July 31, 2025

ATTEST

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

ORDINANCE 2025-15

AN ORDINANCE TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR THE CURRENT EXPENSES OF THE VILLAGE OF MINERVA PARK FOR THE YEAR 2025

WHEREAS, it is necessary to supplement the appropriations in Ordinance 35-2024 for the year ending December 31, 2025; and

WHEREAS, the appropriations herein are to be effective for the year ending December 31, 2025.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF MINERVA PARK, FRANKLIN COUNTY, OHIO THAT:

Section 1. The Annual Appropriations in Ordinance 35-2024 is supplemented as presented below:

	<u>Current Amount</u>	<u>Increase/ (Decrease)</u>	<u>Revised Amount</u>
<u>State Highway (2021)</u>			
<u>Capital Outlay</u>			
Capital Outlay	\$50,000	\$13,000	\$63,000

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and 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 of the laws of the State of Ohio.

Section 3. This Ordinance shall be in full force and effect upon its passage.

Tiffany Southard, Mayor

First Reading: July 31, 2025
Second Reading: Waived
Third Reading: Waived
Passed: July 31, 2025

ATTEST

APPROVED AS TO FORM

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

RESOLUTION 2025-17

A RESOLUTION TO AMEND AND REVISE THE MINERVA PARK FEE SCHEDULE, AND TO DECLARE AN EMERGENCY

WHEREAS, the Village of Minerva Park ("Village") consolidated fees into a comprehensive fee schedule ("Minerva Park Fee Schedule") pursuant to Resolution 2014-14; and

WHEREAS, the Village now wishes to amend and revise the Minerva Park Fee Schedule; and

WHEREAS, the Village also repeals Resolution 2023-10 which tied fee increases to an annual rate of inflation; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF MINERVA PARK, FRANKLIN COUNTY OHIO, THAT:

- Section 1.** The Minerva Park Fee Schedule is hereby amended and revised as reflected in Exhibit A attached hereto and made a part hereof.
- Section 2.** It is hereby 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 any and 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 of the laws of the State of Ohio.
- Section 3.** All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent parts thereof; including Resolution 2023-10.
- Section 4.** Council declares this to be an emergency measure necessary for the health, safety and welfare of the residents of Minerva Park, such emergency arising out of the immediate need to revise the fee schedule to allow for correct processing of fees. WHEREFORE, this Resolution shall take effect and shall be in force immediately upon passage by Council.

Tiffany Southard, Mayor

First Reading:	June 26, 2025
Second Reading:	July 17, 2025
Third Reading:	July 31, 2025
Passed:	July 31, 2025

ATTEST:

APPROVED AS TO FORM:

Jeffrey Wilcheck, Fiscal Officer

Jesse Shamp, Solicitor

VILLAGE OF MINERVA PARK FEE SCHEDULE REV 2025-16 7/25		
RESIDENTIAL		
SINGLE FAMILY RESIDENTIAL	\$450	\$350/UNIT ADDTL.
MULTI-FAMILY RESIDENTIAL	\$1,000	
ACCESSORY STRUCTURE PERMIT	\$100	
ADDITION/REMODELING PERMIT	\$100	
ALTERNATIVE ENERGY PERMIT	\$50	
DECK PERMIT	\$25	
DRIVEWAY/SIDEWALK/CURB PERMIT	\$25	
FENCE PERMIT	\$25	
HOME OCCUPATION PERMIT	\$30	
OCCUPANCY PERMIT	\$150	
PATIO PERMIT	\$25	
PLUMBING PERMIT	\$135	
PLUMBING EACH FIXTURE	\$20	
POD/TEMPORARY STORAGE PERMIT	\$25	
STORAGE BLDG/SHED PERMIT	\$25	
SWIMMING POOL/SPA PERMIT	\$50	\$100 IN GROUND
DEMOLITION (STRUCTURES OVER 200 FT ²)	\$150	
APPEAL	\$100	
VARIANCE	\$50	
CONTIDITIONAL USE	\$400	
REZONING/AMENDING MAP	\$1,500	
REINSPECTION FEE	\$75	
AMENDMENT TO PLAN	\$50	
RESUBMISSION FEE	\$50	
LATE SUBMITTALS	\$50	
COMMERCIAL		
PLUMBING PERMIT	\$135	
PLUMBING EACH FIXTURE	\$40	
0-3,000 FT ² BUILDING	\$700	
3,001-9,999 FT ² BUILDING	\$1,500	
OVER 10,000 FT ² BUILDING	\$1,500	\$500 PER FT ² INCREMENT
ADDITION	\$400	
EXTERIOR MAINTENANCE/CHANGE OF MATERIALS	\$100	
FENCE	\$200	
COMMERCIAL SIGNS		
25 FT ² OR LESS	\$150	
OVER 25 FT ²	\$250	
SIGN FACE CHANGE	\$75	

ENGINEERING REVIEW		
RIGHT OF WAY PERMIT	\$500	* UP TO 2 HOURS
FLOODPLAIN DEVELOPMENT PERMIT	\$400	
NUMBERING (PER UNIT)	\$25	
VILLAGE ADMINISTRATIVE FEES		
ADMINISTRATIVE FEES FOR GRASS CUTTING	\$150/\$350/\$500	
SERVICE FEE FOR GRASS CUTTING	PER CONTRACTOR	
FOLDING CHAIR RENTAL	\$2	PER CHAIR
TENT/CANOPY (PER TENT/PER EVENT)	\$35	
BLACK/WHITE COPIES	\$0.10	
COLOR COPIES	\$0.25	
FLASH DRIVE	\$3	
RECORDS RETRIEVAL FROM OFF-SITE STORAGE	\$28	PER DELIVERY
COMMUNITY ROOM RENTAL/CLEANING/DEPOSIT	\$300 FEE	\$300 DEPOSIT
POOL RENTAL (RESIDENT MEMBER)	\$250	\$100 ADDITIONAL HOU
POOL RENTAL (NON-RESIDENT MEMBER)	\$350	
PUBLIC SAFETY FEES		
POLICE REPORT (PER PAGE)	\$0.10	
SPECIAL DUTY OFFICER (PER HOUR)	\$65	
SPECIAL DUTY CRUISER (ADDITIONAL PER HOUR)	\$35	
VIDEO REDACTION FEE	\$75	PER HOUR
SOLICITATION REGISTRATION FEE	\$60	
PEDDLER REGISTRATION FEE	AT DISCRETION OF MAYOR	
MOBILE ICE CREAM VENDOR	AT DISCRETION OF MAYOR	
BLOCK PARTY	\$0	PERMIT REQUIRED
ASSEMBLY/PARADE	\$10	
SHORT TERM RENTAL REGISTRATION FEE	\$250	
GOLF CART INSPECTION	\$25	
DEVELOPMENT FEES-NEW BUILD		
LOT SPLIT	\$250	
PUBLIC USE FEE (PARKS & REC-PER UNIT)	\$500	
PRELIMINARY PLAT REVIEW	\$1,000	\$100 PER UNIT/LOT ADDTL.
FINAL PLAT REVIEW	\$1,000	\$100 PER UNIT/LOT ADDTL.
		OR \$50 PER PARTIAL ACRE/FULL ACRE SUBDIV.
SEWER TAP FEE	\$7,588	
OVER 2 INCHES		%0-75 OF CITY OF COLUMBUS FEES
STORM SEWER FEE (PER REDIENTIAL HOME)	\$1,000	
STORM SEWER FEE (PER COMMERCIAL STRUCTURE)	10% OF THE MINERVA PARK WATER FEES	
WATER TAP FEE 3/4 INCH	\$2,749	
WATER TAP FEE 1 INCH	\$3,914	

WATER TAP FEE 1 1/2 INCH	\$6,839	
WATER TAP FEE 2 INCH	\$10,326	
WATER TAP FEE OVER 2 INCHES	50-75% OF CITY OF COLUMBUS FEES	
FINANCE CHARGES		
THE VILLAGE RESERVES THE RIGHT TO ASSESS INTEREST CHARGES AT THE PRIME OF AN INVOICE RATE ON ALL		
FEES NOT PAID AFTER THIRTY (30) DAYS		
RETURNED ITEM/INSUFFICIENT CHECK	\$50	OR ACTUAL COST
STOP PAYMENT REQUEST/LOST CHECK	\$50	OR ACTUAL COST
UNSCHEDULED FEES		
FEES MAY BE DETERMINED BY THE MAYOR FOR ITEMS NOT SPECIFIED IN THIS FEE SCHEDULE		
AND MAY RANGE FROM \$10 - \$500		
*SPECIAL PROJECTS FEES		
SPECIAL PROJECTS THAT INVOLVE THE VILLAGE ROV AND/OR VILLAGE LAND MAY REQUIRE ADDITIONAL		
REVIEW AND INSPECTION FEES AND WILL BE ASSESSED ON A CASE-BY-CASE BASIS. A QUOTE WILL BE		
PROVIDED TO THE RESIDENT LANDOWNER PRIOR TO MOVING FORWARD WITH THE REVIEW.		
FEES WILL BE THE ACTUAL COST OF THE SERVICES AND MUST BE PAID UP FRONT PRIOR TO		
THE REVIEW COMMENCING		