



**VILLAGE OF PENINSULA
AGENDA
REGULAR VILLAGE COUNCIL MEETING**

Tuesday September 8, 2026, 7:00 p.m.

Peninsula Village Hall

1582 Main Street

Peninsula, Ohio 44264

CALL TO ORDER/ROLL CALL

PRESENTATION OF AGENDA AND AMENDMENT OF THE AGENDA

SPECIAL PRESENTATIONS

PRESENTATION AND CONSIDERATION OF RECORD OF PROCEEDINGS

August 25, 2026 Council Meeting Minutes

CITIZEN PARTICIPATION

REPORTS

Mayor, Daniel Schneider, Jr.

Status of Meeting with CVNP, Conservancy for the CVNP, Cuyahoga Valley Scenic Railroad, Summit County, Engineer, and Village of Peninsula for the Purpose of Coordinating Addressing Safety Issues Along West Mill St. and the Rt. 303 Bridge, the Conservancy's Plans for Oxbow Meadows, and What the CVNP and Other Entities Can Do for Peninsula

Updated Short-Term Rental Inspection Sheet

Fiscal Officer, Mr. Nogalo

Street Commissioner, Mr. Anderson

Finance Liaison, Mr. Krachinsky

Motion to Authorize Up to An Additional \$5,000 for the Charles E. Harris & Assoc., Inc. Bank Reconciliation Engagement Agreement

Police Department

Roads and Public Works

Planning Commission, Ms. Frank-Hensley

Zoning Officer, Mr. Collins

Board of Zoning Appeals

Buildings and Grounds, Ms. Frank-Hensley

Policies & Procedures Liaison, Mr. Slocum
Cybersecurity Program

Fire Board, Mr. Krachinsky

Cemetery Board, Ms. Padrutt

JEDD Board, Ms. Riggins

Wastewater/Stormwater/Water

CVNP and Conservancy, Ms. Padrutt and Ms. Riggins

Rt. 303 Safety Project, Mr. Slocum

Solicitor, Mr. Bryan

LEGISLATION

Ordinance No. 13-2026

Requested by: Councilperson Padrutt

An Ordinance Establishing Section 311.02 of the Village Code Regarding Outdoor Public Events Policies and Permits (Third Reading)

Ordinance No. 13-2026 (Version 2)

Amendments Requested by: Councilperson Slocum

An Ordinance Establishing Section 311.02 of the Village Code Regarding Outdoor Public Events Policies and Permits (Third Reading) (Three-Reading Rule Required to be Suspended in Order to Adopt Ordinance with Significant Amendments)

Ordinance No. 13-2026 (Version 3)

Amendments Requested by: Councilperson Padrutt

An Ordinance Establishing Section 311.02 of the Village Code Regarding Outdoor Public Events Policies and Permits (Third Reading) (Three-Reading Rule Required to be Suspended in Order to Adopt Ordinance with Significant Amendments)

Ordinance No. 19-2026

Requested by: Mayor Schneider

An Ordinance Amending Section 125.08 of the Administrative Code Regarding Meeting Video with Audio Recordings and Meeting Minutes (Second Reading)

UNFINISHED BUSINESS/NEW BUSINESS

Solicitor Search Committee

EXECUTIVE SESSION (IF NECESSARY)

ADJOURNMENT

**Record of Proceedings
Regular Council Meeting**

Held: Tuesday, August 25, 2026

CALL TO ORDER: The Mayor called the meeting to order at 7:00 p.m.

ROLL CALL:

Mayor Daniel Schneider, Jr.	Present	Amy Fank-Hensley	Absent
Richard Slocum	Present	Daniel Krachinsky	Present
Jodi Padrutt	Present	Eliud Rosales	Present
Mo Riggins	Present		

CALL TO ORDER/ROLL CALL

PRESENTATION OF AGENDA AND AMENDMENT OF THE AGENDA

SPECIAL PRESENTATIONS

PRESENTATION AND CONSIDERATION OF RECORD OF PROCEEDINGS

July 28, 2026 Council Meeting Minutes:

Ms. Padrutt made a motion that was seconded by Mr. Krachinsky to approve the minutes. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The minutes were approved.

CITIZEN PARTICIPATION: None.

REPORTS

Mayor, Daniel Schneider, Jr.:

Motion to Authorize the Payment of the Invoice from American Legal Publishing in the Amount of \$9,166.32 for Annual Codified Ordinance Update Services.

Mr. Slocum made the above motion that was seconded by Mr. Rosales. Roll Call Vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The motion was approved.

The Mayor requested a motion to confirm his appointment of Vic Nogalo as Village Fiscal Officer, effective September 8, 2026. Mr. Rosales made the above motion that was seconded by Mr. Krachinsky. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The motion was approved.

Fiscal Officer, Ms. Iaconis: Council and residents discussed concerns about the Village's financial controls, particularly check-signing authority, bank access, and the lack of regular financial statements and bank reconciliations. It was confirmed that currently only the Mayor and Ms. Iaconis are authorized to sign checks and that two signatures are not required. Mr. Krachinsky noted the Village's forthcoming audit management letter will likely recommend stronger controls, potentially including multiple signatures for checks above a certain amount.

Finance Liaison, Mr. Krachinsky:

Charles E. Harris & Assoc. Engagement

Mr. Krachinsky reported the Village hired Charles E. Harris & Associates to review and correct nearly five years of account reconciliations, with the goal of having the delayed 2022–

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2023 audit completed and the 2024-2025 audit commenced. He noted a discrepancy between the Village's books and bank statement as of December 31, 2023 but stated there is not yet enough information to determine its cause or significance. The firm has been unable to begin its work because it does not have the information from the Village's UAN accounting system from the Fiscal Officer, despite commitments from the Fiscal Officer to provide that information. Councilmembers emphasized that strengthening financial oversight and internal controls will be a priority once the audits and transition to the new Fiscal Officer are underway.

Police Department: The Mayor shared that the Police Department's new cruisers have been decaded and are being moved to the upfitter. He confirmed all the speed warning signs are operational, and the Police Department will collect speed data to determine whether the sign near the church should be relocated. Speeding through the 25-mph zone will be assessed.

Street Commissioner, Mr. Anderson: The Mayor stated Mr. Anderson has nothing to report.

Roads and Public Works: In response to a question from Ms. Padrutt, Mr. Bryan explained he reached out to Amy Anderson regarding the salt contract with Boston Township, and Mr. Andexler provided Ms. Anderson with the amount of salt the Village is requesting. The Village is waiting to receive the contract from the Township.

Planning Commission, Ms. Frank-Hensley: In Ms. Frank-Hensley's absence, Mr. Bryan announced the next meeting was rescheduled to September 1, 2026 to accommodate Commission Member vacations.

Zoning Officer, Mr. Collins: The Mayor reported Mr. Collins has fully recovered and is back to work. He provided photos to Mr. Bryan related to an unclean premises situation earlier today.

Board of Zoning Appeals: Mr. Bryan noted the proposed legislation on tonight's agenda that would extend the deadline for approving meeting minutes to accommodate the adopted every-other-month BZA Meeting schedule that can occasionally exceed the current requirement. Ms. Padrutt questioned whether the change would apply to all committees or only the BZA. Mr. Bryan stated it would apply to all Village bodies. Mr. Slocum suggested considering an even longer timeframe if necessary. Matthew Padrutt noted that the details could be discussed further when Council considers the legislation.

Buildings and Grounds, Ms. Frank-Hensley: The Mayor confirmed Ms. Frank-Hensley had nothing to report.

Policies & Procedures Liaison, Mr. Slocum:
Cybersecurity Program

Mr. Slocum stated he is waiting on information regarding the number of Village user accounts before pursuing cost proposals from three or four identified vendors.

Fire Board, Mr. Krachinsky: Mr. Krachinsky stated there was nothing to report.

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Cemetery Board, Ms. Padrutt: Ms. Padrutt stated an upcoming meeting is scheduled at which policies and procedures and equipment purchases will be discussed.

JEDD Board, Ms. Riggins: Ms. Riggins stated she had nothing to report.

Wastewater/Stormwater/Water:

OPWC Grant Application Engagement with OHM for Proposed Stormwater Project

Mr. Bryan reported the Mayor, Engineer McCabe, and he met with ODOT regarding the Rt. 303 slide and culvert erosion issues and explained the Village could not afford to pay for the estimated \$700,000–\$800,000 in required repairs. ODOT agreed to complete the project engineering work at its expense and have the Village apply for a \$500,000 OPWC Small Government Program grant in 2027, with the understanding that ODOT would likely cover costs exceeding the grant amount. Work could not begin until July 2028 at the earliest. ODOT and the Village will continue monitoring the deteriorating area, and ODOT has contingency plans for temporary repairs if conditions worsen. Another Rt. 303 slide repair, with an estimated cost of \$1 million, has already been approved and will be funded entirely by ODOT.

Because the Rt. 303 OPWC grant application has been put off until 2027, the Village is able to pursue OPWC funding this year for Rt. 303 stormwater improvements. OHM is preparing a grant application requesting approximately \$2.3 million to replace the stormwater infrastructure, although lining the existing pipes could cost closer to \$800,000 if it is feasible. If the larger grant is unsuccessful, OHM will pursue a \$500,000 grant through the Small Government Program. There is legislation on tonight’s agenda to authorize OHM to submit the grant application.

The Mayor reported on Ms. Frank-Hensley’s behalf that Al Brubaker has reserved September 22 or October 13 to discuss potentially joining the Summit County Stormwater District. Questions were asked about the increased household fee (currently approximately \$8 per month), available funding, and whether membership could require the Village to adopt riparian setback regulations.

CVNP and Conservancy, Ms. Padrutt and Ms. Riggins: Ms. Riggins reported she has maintained open communication with the CVNP and the Conservancy regarding their plans. She expects to meet with representatives again in about a month. Both parties will continue keeping each other informed and addressing any needs that arise.

Rt. 303 Safety Project, Mr. Slocum: Mr. Slocum reported that plans for the Rt. 303 Safety Project will preserve much of the sandstone sidewalk while replacing other sections with concrete, particularly where road realignment, stormwater work, and ADA requirements make reusing the existing sandstone difficult and potentially more expensive. Council discussed whether sidewalks should be widened, what should happen to the removed sandstone, and concerns about preserving the Village’s historic character. Daniel DeAngelo questioned replacing sandstone within the National Register Historic District and emphasized that residents should have input. Mr. Slocum explained the project has received an adverse-impact finding because of the historic sidewalks, requiring additional review and a future public meeting with residents and other stakeholders. Councilmembers also discussed the need for better maintenance if sandstone is retained, given concerns about slippery and deteriorated sidewalks.

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The discussion also addressed coordinating the numerous upcoming infrastructure projects, including the Rt. 303 safety improvements, stormwater repairs, sewer and water lines, slide and culvert work, pedestrian improvements at the Rt. 303 bridge, and ODOT's planned resurfacing of Rt. 303 from Stine Road to Rt. 8 around 2029 or 2030. Officials expressed interest in coordinating the projects so underground work could be completed before the roadway is realigned and paved, although ODOT has indicated there are obstacles to combining everything into a single project. The Mayor and Council agreed that Engineer McCabe should serve as the Village's primary point of contact for the water, sewer, and Rt. 303 projects to improve coordination and communication.

Solicitor, Mr. Bryan:

2016 Solicitor Contract and Change in Solicitor Compensation Structure Made in 2023

Mr. Bryan explained his compensation as Village Solicitor changed in 2023 from a flat monthly payment to his firm to a combination of being paid a flat rate through the Village payroll and payments to his law firm. That change was approved by Council and is commonly in place for law professionals in other municipalities. He has averaged 57.7 hours per month this year, which exceeds the contractual 55-hour average monthly amount. The time largely consists of prosecution and camera ticket work; Council, Planning Commission, and other meetings; phone calls, and other legal work performed through his office. He submits monthly invoices documenting his hours and work, and the compensation is the same amount regardless of whether he works beyond the required hours.

Council discussed the overall cost and structure of the position, including payroll-related OPERS expenses. Mr. Bryan stated that his 2026 compensation is \$94,800 plus applicable OPERS costs. He noted he has overhead expenses in connection with performing the work such as office and staff expenses. Two percent of the salary amount is returned to the Village by way of income taxes. Ms. Padrutt calculated that the 2027 compensation will be \$99,600, or approximately \$105,480 when OPERS costs are included. It was estimated that roughly 25 of his monthly hours are spent in court or meetings.

LEGISLATION

Ordinance No. 13-2026

Requested by: Councilperson Padrutt

An Ordinance Establishing Section 311.02 of the Village Code Regarding Outdoor Public Events Policies and Permits (Third Reading)

Mr. Bryan read the legislation by title. Mr. Slocum raised concerns that parts of the Ordinance were too broad or unclear, including references to typical occupancy and enforcement against participants. He questioned whether community traditions such as Peddler's Day, Memorial Day, Halloween, small spontaneous gatherings, and similar activities could unintentionally fall under the permitting rules. Several members agreed that the intent should be to regulate larger events that significantly affect traffic, require Village resources, or create public-safety concerns, without discouraging smaller or informal activities.

Much of the discussion focused on Music on the Porches, which prompted the request for the Ordinance due to concerns about heavy traffic, unsafe pedestrian crossings, parking problems, insufficient police presence, and cleanup costs. Councilmembers supported requiring organizers of larger events to provide advance notice, parking and traffic plans, insurance when

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appropriate, and reimbursement for Village expenses such as Police or Service Department services, while also preserving flexibility for community events. The Mayor stated the Village would work with the Police Department on this year's Music on the Porches event, including staffing and traffic control.

Council ultimately decided to leave Ordinance 13-2026 on third reading to allow for additional revisions and clarifications to be made. Mr. Slocum agreed to send his proposed changes to Mr. Bryan. Council discussed providing better public notification of approved events.

Ordinance No. 16-2026

Requested by: Mayor Schneider

An Emergency Ordinance Approving Current Replacement Pages to the Peninsula Codified Ordinances (First Reading)

Mr. Bryan read the legislation by title. Ms. Padrutt made a motion that was seconded by Mr. Rosales to suspend the three-reading rule. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The motion was approved. Ms. Padrutt made a motion that was seconded by Mr. Slocum to pass the Ordinance. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The legislation was adopted.

Resolution No. 17-2026

Requested by: Fiscal Officer Iaconis

A Resolution Accepting the Amounts and Rates as Determined by the Summit County Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Fiscal Officer (First Reading)

Mr. Bryan read the legislation by title. Mr. Krachinsky made a motion that was seconded by Ms. Riggins to suspend the three-reading rule. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The motion was adopted. Mr. Krachinsky made a motion that was seconded by Ms. Riggins to pass the Resolution. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The legislation was adopted.

Resolution No. 18-2026

Requested by: Mayor Schneider

An Emergency Resolution Authorizing OHM Advisors ("OHM") and Jason Popiel, Senior Project Manager with OHM, to Prepare and Submit an Application to Participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) on Behalf of the Village of Peninsula and Authorize Village Mayor Daniel Schneider, Jr. to Execute any Required Contracts under the OPWC Programs (First Reading)

Mr. Bryan read the legislation by title. Mr. Slocum made a motion that was seconded by Mr. Rosales to suspend the three-reading rule. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The motion was adopted. Mr. Slocum made a motion that was seconded by Mr. Krachinsky to pass the Resolution. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The legislation was adopted.

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Ordinance No. 19-2026

Requested by: Mayor Schneider

An Ordinance Amending Section 125.08 of the Administrative Code Regarding Meeting Video with Audio Recordings and Meeting Minutes (First Reading)

Mr. Bryan read the legislation by title. Mr. Slocum made a motion that was seconded by Ms. Padrutt to amend the legislation to provide for 75 days to approve minutes, rather than 70 days. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The motion was approved. Mr. Bryan was requested to make the amendment and have the Ordinance on second reading at the next Council Meeting.

UNFINISHED BUSINESS/NEW BUSINESS

Solicitor Search Committee: Ms. Padrutt reported the Committee is meeting tomorrow to discuss progress and options, along with the advertisement listed on the OML website. The listing will be posted for 30 days, with an option to extend it.

Village Engineer Contract: Mr. Bryan explained the Village Engineer's contract is effective through the end of the year and is typically renewed annually in January after confirming the Engineer's interest and proposed rate. The Mayor stated he would ask Mr. McCabe to submit a cost proposal for next year.

Discussion Regarding Setting Up Committee Comprising of CVNP, Conservancy for the CVNP, Cuyahoga Valley Scenic Railroad, Summit County, Engineer, and Village of Peninsula for the Purpose of Coordinating Addressing Safety Issues Along West Mill St. and the Rt. 303 Bridge, the Conservancy's Plans for Oxbow Meadows, and What the CVNP Can Do for Peninsula

Mr. Slocum proposed bringing together representatives from the Village, Conservancy, Scenic Railroad, Summit County Engineer, National Park, and other involved agencies to coordinate the many ongoing projects and address funding, timing, parking, pedestrian access, and infrastructure concerns. The Mayor agreed to reach out and try to arrange a joint meeting, possibly on a regular or quarterly basis. Council also discussed persistent train-related parking problems near Terry Lumber and the need for better coordination among the various organizations involved.

EXECUTIVE SESSION (IF NECESSARY)

Mr. Bryan stated he is requesting a motion to go into executive session pursuant to Ohio Revised Code Section 121.22(G)(3) for the purposes of discussing with the Village Solicitor pending litigation involving the Village. Mr. Slocum made that motion that was seconded by Ms. Riggins. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. Council entered into executive session at 9:09 p.m.

At 9:22 p.m., Mr. Slocum made a motion that was seconded by Ms. Padrutt to come out of executive session. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes.

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Regular Council Meeting**

Held: Tuesday, August 25, 2026

Motion to Approve Worker's Comp Attorney Engagement Letter with Hanna Campbell & Powell, LLP for Representation in an Appeal in the Casterline Worker's Compensation Case

Mr. Slocum made the above motion that was seconded by Ms. Riggins. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The motion was approved.

ADJOURNMENT: Mr. Slocum made a motion that was seconded by Mr. Rosales to adjourn the meeting. Roll call vote: Mr. Rosales, yes; Mr. Krachinsky, yes; Mr. Slocum, yes; Ms. Padrutt, yes; Ms. Riggins, yes. The meeting was adjourned at 9:24 p.m.

Respectfully submitted:

Daniel Schneider Jr., Mayor

Date

Vic Nogalo, Fiscal Officer

Date



Village of Peninsula STR Inspection Sheet

Property Owner: _____

Property Address: _____

Zoning District: _____

Inspection Date: _____

Date Application Received: _____

Certificate Type:

Application Type:

☐ Short-Term Home Rental

☐ Renewal

☐ Owner-Occupied Short-Term Rental

☐ New

☐ Total number of short-term rental days in previous year: _____

(If number of days does not meet or exceed 60 days the renewal application will be denied)

Property Information

Verified bedrooms: _____

☐ Address matches application

Maximum occupancy allowed: _____

☐ Number of bedrooms verified

☐ Property sketch matches exist. conditions

Parking

Location of parking:

☐ Parking spaces verified

☐ In garage

Number of parking spaces:

☐ In driveway

_____ Measurement of spaces:

☐ On gravel or paved pad

_____ x _____

☐ Parking spaces are clearly identifiable

☐ All parking is located off-street

☐ Parking is outside road right-of-way

☐ Parking surface is paved or gravel

☐ Number of parking spaces compliant

-
- ☐ Smoke detector present
 - ☐ Carbon monoxide detector present
-

Septic

- ☐ Valid Summit County Septic Operations Permit provided
-

Exterior

- ☐ Property is generally maintained
 - ☐ Address visible
 - ☐ Trash containers provided
-

Rental Rules Posted

- ☐ Certificate posted inside home
 - ☐ Occupancy limit posted
 - ☐ Quiet hours posted (10:00 PM – 7:00 AM)
 - ☐ Parking rules posted
 - ☐ Special Events prohibited notice posted
 - ☐ Guest rules available
-

Sleeping Areas

- ☐ Bedrooms match application
 - ☐ No sleeping areas in accessory buildings
 - ☐ No tents, campers, or outdoor sleeping accommodations
-

Owner/Caretaker Information

- ☐ Owner and Caretaker (if applicable) contact information verified

- ☐ Caretaker designated (if required)
- ☐ 24-hour phone number provided
- ☐ Caretaker located within 30-minute drive (if applicable)

Insurance

- ☐ Proof of liability insurance

Documentation Reviewed

- ☐ Certificate application complete
 - ☐ Insurance documentation
 - ☐ Septic permit
 - ☐ Property sketch
 - ☐ Parking count confirmed
 - ☐ Website/advertising URLs provided
 - ☐ Short Term Rental Tax payments recd.
 - ☐ Documented complaints on property
 - ☐ Property Taxes paid
 - ☐ Any outstanding Code violations

Inspector Comments:

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

Deficiencies Requiring Correction

☐ None☐ Corrective Action Required

Description:

[illegible]

Inspection Result

□ Pass

☐ Pass with Corrections

□ Fail

Inspector Signature: _____

Admin Signature: _____

Date: _____

August 17, 2026

Village of Peninsula
ATTN: Dan Schneider, Mayor
1582 Main Street
Peninsula, Ohio 44264

Dear Mr. Schneider:

You have requested that we prepare the bank reconciliations for the Village of Peninsula (the Village) for January 2022 through July 2026. We are pleased to confirm our acceptance and understanding of this engagement to assist with the bank reconciliations.

Our Responsibilities

The objective of our engagement is to assist with the bank reconciliations based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion, or provide any assurance on the bank reconciliations.

Our engagement cannot be relied upon to identify or disclose all financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

Management Responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is the assistance in the preparation of the bank reconciliations. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to assist with the bank reconciliations in accordance with SSARs:

- a. The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the bank reconciliations that are free from material misstatement, whether due to fraud or error
- b. The prevention and detection of fraud

- c. To ensure that the entity complies with the laws and regulations applicable to its activities
- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare the bank reconciliations
- e. To provide us with:
 - Documentation, and other related information that is relevant to the preparation of the bank reconciliations.
 - Additional information that may be requested for the purpose of the preparation of the bank reconciliations, and
 - Unrestricted access to personnel within your entity to whom we determine necessary to communicate.

As part of our engagement, we will issue a disclaimer that will state that the bank reconciliations were not subjected to an audit, review or compilation engagement by us and, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

Our fees for these services will not exceed \$140 per hour. The total cost of our services will not exceed \$5,000 unless we first obtain approval from the Village Council.

This estimate is based on our conversation and the assumption that unexpected circumstances will not be encountered. If significant additional time is necessary, we will discuss the circumstances with you and arrive at a new fee structure before we incur additional costs.

All documents provided to us in connection with our services including financial records and reports, must be redacted of any personal information before submission. Personal information is defined as social security numbers, drivers' license numbers or financial institution account numbers associated with an individual. The Village shall fully black out all personal information from records and electronic records before they are transmitted to us. If personal information cannot be redacted from records or documents, the Village must identify these records to us prior to their submission.

All work papers prepared by our office will remain the property of Charles E. Harris & Associates, Inc. Accordingly, we are responsible for their care and custody. At the conclusion of the project, we will provide copies of any of the work papers you would like to have for your records. However, the work papers should not be regarded as a part of, or a substitute for, your accounting records.

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our engagement to prepare the bank reconciliations described herein, and our respective responsibilities.

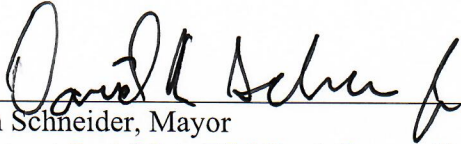
Sincerely yours,



John J. Phillips, VP/Shareholder
Charles E. Harris & Associates, Inc.

It is hereby certified that the above amount required to meet the contract, agreement, obligations, payment or expenditure for the above, has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or in the process or collection to the credit of the funds of the Village Council are free from any obligation or certification now standing.

Village of Peninsula



Dan Schneider, Mayor
Contract for 1/22 to 7/26 Bank Reconciliations

8-17-2026

Date

VILLAGE OF PENINSULA, OHIO
ORDINANCE NO.: 13-2026
INTRODUCED BY: _____
DATE PASSED: _____

EXISTING VERSION AUG./SEPT. 26

**AN ORDINANCE ESTABLISHING SECTION 311.02 OF THE VILLAGE CODE
REGARDING OUTDOOR PUBLIC EVENTS POLICIES AND PERMITS**

WHEREAS, Village Council recognizes that outdoor public events enhance the quality of life and economic vitality of the historic Village community; and

WHEREAS, due to the unique geography of the Village within the Cuyahoga Valley National Park and the Village's infrastructure, Council desires to ensure that outdoor public events are conducted safely, disruption to residents is minimized, and Village resources are protected; and

WHEREAS, Council desires to establish Section 311.02 of the Village Code to accomplish the above goals.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Peninsula, Summit County, Ohio, to wit:

SECTION 1. Council hereby enacts Section 311.02 of the Village Code, as set forth in the attachment hereto that is incorporated herein by reference.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public and/or in compliance with all legal requirements.

SECTION 3. This Ordinance shall be effective as of the earliest date provided for by law.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2026.

Passed:

Daniel Schneider, Jr., Mayor

Attest:

Vic Nogalo, Fiscal Officer

Approved as to Legal Form.

Bradric T. Bryan, Solicitor

ORDINANCE 13-2026
PAGE TWO

I, Vic Nogalo, Fiscal Officer of the Village of Peninsula, Summit County, Ohio, do hereby certify that the foregoing Ordinance was duly passed by the Council of the Village of Peninsula, at a meeting held on the _____ day of _____, 2026.

Vic Nogalo, Fiscal Officer

Posting Certificate

I, Vic Nogalo, Fiscal Officer of the Village of Peninsula, Summit County, Ohio, hereby certify that there is no newspaper published in the Municipality, and publication of the foregoing Ordinance was made by posting true and accurate copies thereof at five of the most public places in the Village as previously determined by Council, each for a period of at least fifteen days, commencing on the _____ day of _____, 2026, as follows:

1. Terry Lumber & Supply;
2. Valley Fire District;
3. Peninsula Library & Historical Society;
4. Peninsula Village Hall Lobby; and
5. Peninsula Post Office.

Vic Nogalo, Fiscal Officer

311.02 OUTDOOR PUBLIC EVENTS POLICIES AND PERMITS.

(a) Purpose and Scope. The Village recognizes that outdoor public events enhance the quality of life and economic vitality of our historic community. However, due to our unique geography within the Cuyahoga Valley National Park and our limited infrastructure, this policy ensures that outdoor public events are conducted safely, minimize disruption to residents, and protect Village resources.

(b) Definition of Event. For the purposes of this policy, an “outdoor public event” is defined as any outdoor planned gathering, festival, march, procession, parade, race, or assembly open to the general public on public or private property that significantly impacts the normal flow of traffic, requires the use of Village personnel or resources, or involves a gathering that exceeds typical occupancy of the site.

(c) General Requirements. No person, group of persons, or organization shall conduct or participate in any outdoor event that is open to the public or block off any street or highway area, without first obtaining a permit from the Mayor.

(d) Permit Applications. Applications for permits under this section shall be made on such forms prescribed by the Mayor, shall be filed with the office of the Mayor, and shall contain such information necessary for determining whether a permit should be issued. Applications shall be filed before the time intended for such event and in accordance with the timeframes set forth in Subsection (e) of this ordinance. The Mayor shall make a determination on the application within ten days of the date on which the application is filed. The Mayor has the discretion to grant an event permit related to celebrations or protests of Local, State, Federal, or World Events upon shorter notice if it is determined by the Mayor and Chief of Police, or their designees, that the Village is able to provide the required safety resources and services within the timeframe between the filing of the application and the time of the planned gathering, festival, march, procession, parade, race, or assembly. The required information provided in the application shall include, at a minimum:

- (1) The estimated number of participants.
- (2) A detailed route map, including assembly and dispersal areas.
- (3) A description of equipment, signage, or other event logistics.
- (4) For Tier 2 and 3 events, as defined in this subsection (e) of this Ordinance, proof of liability insurance coverage for the event with minimum coverage amounts of \$1,000,000 per occurrence and \$1,000,000 in the aggregate.
- (5) Any additional safety and resource requirements, such as Police, Fire/EMS, street closures, public service and sanitation, and/or utility use.

(e) Event Tiers and Application Filing Timeframes.

- (1) Tier One (Small): Under 50 attendees. Block parties or small gatherings with no

road closures or commercial vendors. Deadline for application is 14 days.

(2) Tier Two (Medium): 50-250 attendees. May require minor police assistance, food vendors, or use of public squares. Deadline for application is 60 days.

(3) Tier Three (Large): 250+ attendees. Festivals, races, parades, or assemblages requiring closures and multidisciplinary department coordination. Deadline for application is 90 days.

(f) The Village shall establish predetermined event routes that are designed to minimize disruptions to traffic and residential areas. Events should prioritize using the designated routes unless alternate routes are approved by the Mayor and Chief of Police or their designees based upon public safety and logistical needs. Organizers are responsible for submitting a parking plan for events exceeding 100 attendees. Shuttles are recommended for Tier 3 events. All events must adhere to the hours of the Village of Peninsula's noise ordinance.

(g) Fees for events shall be assessed based upon their size and the Village services anticipated to be required. Fees shall be in accordance with the specified fees and/or fee ranges set forth in the Event Fee Schedule contained in Subsection (m) of this ordinance. The additional costs associated with these permits shall consider the event's anticipated need for Village resources such as police, street closure, public service and sanitation, and utility usage. A cost breakdown related to the issuance of a permit shall be provided to the applicant in connection with the permit application process. If the Village determines that Village personnel, vehicles, and/or services are required in connection with the event, a minimum of four hours shall be charged for each Village employee, Village vehicle, and/or service required, at an hourly rate determined by the Fiscal Officer, or their designee, that approximates the Village's actual cost for the required employees, vehicles, and services. If the event lasts for more than four hours, and/or the above personnel, vehicles, and/or services are required for more than four hours, the applicant shall be responsible for the actual time the Village employees, vehicles, and other services are on scene in connection with the event.

(h) The permit may be refused or cancelled if:

- (1) The time, place, size, or conduct of the event, including the assembly areas and route, would unreasonably interfere with the public convenience, the safe use of the streets and highways, or violate predetermined route guidelines;
- (2) The event requires a diversion of Village resources to the extent that it impairs regular Village functions, including police or public service and sanitation services;
- (3) The event conflicts with, or would strain resources from a Village sponsored festival, march, procession, parade, race, or assembly or another festival, march, procession, parade, race, or assembly parade for which a permit has been issued;
- (4) The application contains false, misleading, or incomplete information;

(5) An emergency such as a fire, storm, or other unforeseen event would prevent the proper conduct of the event; or

(6) The noise control and sound management provisions of subsection (k) of this Ordinance are violated.

(i) Security. Event organizers shall be responsible for hiring off-duty Village police officers to provide necessary traffic control and crowd management services during the event, in accordance with the Village's safety standards. The number of officers required will be determined by the Chief of Police or their designee based upon the size and requirements of the event and its route and/or location. Applicants shall not be permitted to utilize private or non-Village security for the event without the permission of the Police Chief or their designee.

(j) The permit may prescribe reasonable conditions, including:

(1) Hours of assembly and dispersal;

(2) Use of predetermined or alternate approved routes;

(3) Portions of streets that may be used or occupied; or

(4) Village and Fire Department resources necessary for the event, such as police, public service and sanitation, utility usage, and off duty Fire/EMS.

(k) Noise Control and Sound Management. Event organizers shall ensure that noise generated by the event does not exceed reasonable levels and does not create a nuisance to surrounding properties. Activities that produce loud, disruptive, or repetitive noise may be restricted or prohibited at the discretion of the Village. Organizers must have the ability and authority to adjust noise levels immediately. Violations of this subsection may result in reduced sound privileges, permit suspension, or denial of future permits.

(l) In addition to permit fees, organizers may be responsible for the costs of additional Village services required for the event, such as trash removal, restroom facilities, or utility access, to ensure minimal disruption to residents and businesses.

(m) Event Fee Schedule.

(1) Persons, For-Profit Organizations and Entities, and Non-Profit Organizations and Entities Not Based in the Village.

\$500 per event, plus a \$1,000 potentially refundable deposit, plus the estimated cost for any necessary Village Police or Service personnel and vehicle charges, as determined and calculated by the Village, will be required to be paid in advance of the issuance of the permit. After the event and additional Village costs from the event are calculated, if any, including any costs for required loose garbage clean-

up by the Village Service Department, such additional costs will be billed or taken out of the deposit funds. Any remaining deposit funds will be returned to the applicant. If multiple events encompassed by this section are held by the same entity on the same day within a four-hour timeframe, only one permit fee and deposit will be required.

- (2) Village residents or affiliated or based public and private schools or parent-teacher organizations, or non-profit entities based in Peninsula.

No fee or deposit, but the estimated cost for any necessary Village Police or Service personnel and vehicle charges, as determined and calculated by the Village, will be required to be paid in advance of the issuance of the permit. After the event and additional costs from the event are calculated, if any, including any costs for required loose garbage clean-up by the Village Service Department, such additional costs will be billed to the applicant.

(n) Appeals. A determination denying an application for a permit under this section may be appealed to the Summit County Common Pleas Court within thirty days of the date the application was denied.

VILLAGE OF PENINSULA, OHIO

ORDINANCE NO.: 13-2026

INTRODUCED BY: _____

DATE PASSED: _____

VERSION 2

**AN ORDINANCE ESTABLISHING SECTION 311.02 OF THE VILLAGE CODE
REGARDING OUTDOOR PUBLIC EVENTS POLICIES AND PERMITS**

WHEREAS, Village Council recognizes that outdoor public events enhance the quality of life and economic vitality of the historic Village community; and

WHEREAS, due to the unique geography of the Village within the Cuyahoga Valley National Park and the Village's infrastructure, Council desires to ensure that outdoor public events are conducted safely, disruption to residents is minimized, and Village resources are protected; and

WHEREAS, Council desires to establish Section 311.02 of the Village Code to accomplish the above goals.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Peninsula, Summit County, Ohio, to wit:

SECTION 1. Council hereby enacts Section 311.02 of the Village Code, as set forth in the attachment hereto that is incorporated herein by reference.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public and/or in compliance with all legal requirements.

SECTION 3. This Ordinance shall be effective as of the earliest date provided for by law.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2026.

Passed:

Daniel Schneider, Jr., Mayor

Attest:

Vic Nogalo, Fiscal Officer

Approved as to Legal Form.

Bradric T. Bryan, Solicitor

ORDINANCE 13-2026
PAGE TWO

I, Vic Nogalo, Fiscal Officer of the Village of Peninsula, Summit County, Ohio, do hereby certify that the foregoing Ordinance was duly passed by the Council of the Village of Peninsula, at a meeting held on the _____ day of _____, 2026.

Vic Nogalo, Fiscal Officer

Posting Certificate

I, Vic Nogalo, Fiscal Officer of the Village of Peninsula, Summit County, Ohio, hereby certify that there is no newspaper published in the Municipality, and publication of the foregoing Ordinance was made by posting true and accurate copies thereof at five of the most public places in the Village as previously determined by Council, each for a period of at least fifteen days, commencing on the _____ day of _____, 2026, as follows:

1. Terry Lumber & Supply;
2. Valley Fire District;
3. Peninsula Library & Historical Society;
4. Peninsula Village Hall Lobby; and
5. Peninsula Post Office.

Vic Nogalo, Fiscal Officer

VERSION 2 SHOWING CHANGES FROM VERSION 1

311.02 OUTDOOR PUBLIC EVENTS POLICIES AND PERMITS.

(a) Purpose and Scope. The Village recognizes that outdoor public events enhance the quality of life and economic vitality of our historic community. However, due to our unique geography within the Cuyahoga Valley National Park and our limited infrastructure, this policy intends to ensures that outdoor public events are conducted safely, minimize disruption to residents, and protect Village resources.

(b) Definition of Event. For the purposes of this policy, an “outdoor public event” is defined as any outdoor planned gathering, festival, march, procession, parade, race, or assembly open to the general public on public or private property that significantly impacts the normal flow of traffic; and/or requires the use of Village personnel or resources, ~~or involves a gathering that exceeds typical occupancy of the site.~~

(c) General Requirements. No person, group of persons, or organization shall conduct ~~or participate in~~ any outdoor event that is open to the public or block off any street or highway area, without first obtaining a permit from the Mayor.

(d) Permit Applications. Applications for permits under this section shall be made on such forms prescribed by the Mayor, shall be filed with the office of the Mayor, and shall contain such information necessary for determining whether a permit should be issued. Applications shall be filed before the time intended for such event and in accordance with the timeframes set forth in Subsection (e) of this ordinance. The Mayor shall make a determination on the application within ten days of the date on which the application is filed. The Mayor has the discretion to grant an event permit related to celebrations or protests of ~~L~~local, ~~S~~state, ~~F~~federal, or ~~W~~world ~~E~~vents upon shorter notice if it is determined by the Mayor and Chief of Police, or their designees, that the Village is able to provide the required safety resources and services within the timeframe between the filing of the application and the time of the planned gathering, festival, march, procession, parade, race, or assembly. The required information provided in the application shall include, at a minimum:

- (1) The estimated number of participants.
- (2) A detailed route map, including assembly and dispersal areas.
- (3) A description of equipment, signage, or other event logistics.
- (4) ~~For Tier 2 and 3 events, as defined in this subsection (e) of this Ordinance, proof of liability insurance coverage for the event with minimum coverage amounts of \$1,000,000 per occurrence and \$1,000,000 in the aggregate.~~
- (5) (4) Any additional safety and resource requirements, such as Police, Fire/EMS, street closures, public service and sanitation, and/or utility use.

(e) Event Tiers and Application Filing Timeframes.

~~(1) Tier One (Small): Under 50 attendees. Block parties or small gatherings with no road closures or commercial vendors. Deadline for application is 14 days.~~

(2) Tier One ~~Two~~ (Medium): 50-250 attendees. May require minor police assistance, food vendors, or use of public squares. Deadline for application is 60 days.

(3) Tier Two ~~Three~~ (Large): 250+ attendees. Festivals, races, parades, or assemblages requiring closures and multidisciplinary department coordination. Deadline for application is 90 days.

(f) The Village shall establish predetermined event routes that are designed to minimize disruptions to traffic and residential areas. Events should prioritize using the designated routes unless alternate routes are approved by the Mayor and Chief of Police or their designees based upon public safety and logistical needs. Organizers are responsible for submitting a parking plan for Tier 2 events ~~events exceeding 100 attendees. The use of shuttles is recommended. Shuttles are recommended for Tier 3 events.~~ All events must adhere to the hours of the Village of Peninsula's noise ordinance.

(g) Fees for events shall be assessed based upon their size and the Village services anticipated to be required. Fees shall be in accordance with the specified fees and/or fee ranges set forth in the Event Fee Schedule contained in Subsection (m) of this ordinance. The additional costs associated with these permits shall consider the event's anticipated need for Village resources such as police, street closure, public service and sanitation, and utility usage. A cost breakdown related to the issuance of a permit shall be provided to the applicant in connection with the permit application process. If the Village determines that Village personnel, vehicles, and/or services are required in connection with the event, a minimum of four hours shall be charged for each Village employee, Village vehicle, and/or service required, at an hourly rate determined by the Fiscal Officer, or their designee, that approximates the Village's actual cost for the required employees, vehicles, and services. If the event lasts for more than four hours, and/or the above personnel, vehicles, and/or services are required for more than four hours, the applicant shall be responsible for the actual time the Village employees, vehicles, and other services are on scene in connection with the event.

(h) The permit may be refused or cancelled if:

- (1) The time, place, size, or conduct of the event, including the assembly areas and route, would unreasonably interfere with the public convenience, the safe use of the streets and highways, or violate predetermined route guidelines;
- (2) The event requires a diversion of Village resources to the extent that it impairs regular Village functions, including police or public service and sanitation services;
- (3) The event conflicts with, or would strain resources from a Village sponsored festival, march, procession, parade, race, or assembly or another festival, march,

procession, parade, race, or assembly parade for which a permit has been issued;

(4) The application contains false, misleading, or incomplete information;

(5) An emergency such as a fire, storm, or other unforeseen event would prevent the proper conduct of the event; or

(6) The noise control and sound management provisions of subsection (k) of this Ordinance are violated.

(i) Security. Event organizers shall be responsible for hiring off-duty Village police officers to provide necessary traffic control and crowd management services during the event, in accordance with the Village's safety standards. The number of officers required will be determined by the Chief of Police or their designee based upon the size and requirements of the event and its route and/or location. Applicants shall not be permitted to utilize private or non-Village security for the event without the permission of the Police Chief or their designee.

(j) The permit may prescribe reasonable conditions, including:

(1) Hours of assembly and dispersal;

(2) Use of predetermined or alternate approved routes;

(3) Portions of streets that may be used or occupied; or

(4) Village and Fire Department resources necessary for the event, such as police, public service and sanitation, utility usage, and off duty Fire/EMS.

(k) Noise Control and Sound Management. Event organizers shall ensure that Village noise ordinances are followed ~~generated by the event does not exceed reasonable levels and does not create a nuisance to surrounding properties. Activities that produce loud, disruptive, or repetitive noise may be restricted or prohibited at the discretion of the Village. Organizers must have the ability and authority to adjust noise levels immediately. Violations of this subsection may result in reduced sound privileges, permit suspension, or denial of future permits.~~

(l) In addition to permit fees, organizers may be responsible for the costs of additional Village services required for the event, such as trash removal, restroom facilities, or utility access, to ensure minimal disruption to residents and businesses.

(m) Event Fee Schedule.

(1) ~~Persons, For-Profit Organizations and Entities, and Non-Profit Organizations and Entities~~ Non-residents or organizations not based in the Village.

\$500 per event, plus a \$1,000 potentially refundable deposit, plus the estimated cost for any necessary Village Police or Service personnel and vehicle charges, as

determined and calculated by the Village, will be required to be paid in advance of the issuance of the permit. After the event and additional Village costs from the event are calculated, if any, including any costs for required loose garbage clean-up by the Village Service Department, such additional costs will be billed or taken out of the deposit funds. Any remaining deposit funds will be returned to the applicant. If multiple events encompassed by this section are held by the same entity on the same day within a four-hour timeframe, only one permit fee and deposit will be required.

- (2) Village residents, Village businesses, or other Village based organizations,
including or affiliated or based public and private schools or parent teacher
organizations, or non-profit entities based in Peninsula.

No fee or deposit, but the estimated cost for any necessary Village Police or Service personnel and vehicle charges, as determined and calculated by the Village, will be required to be paid in advance of the issuance of the permit. After the event and additional costs from the event are calculated, if any, including any costs for required loose garbage clean-up by the Village Service Department, such additional costs will be billed to the applicant.

- (n) Appeals. A determination denying an application for a permit under this section may be appealed to the Summit County Common Pleas Court within thirty days of the date the application was denied.

VILLAGE OF PENINSULA, OHIO

ORDINANCE NO.: 13-2026

INTRODUCED BY: _____

DATE PASSED: _____

VERSION 3

**AN ORDINANCE ESTABLISHING SECTION 311.02 OF THE VILLAGE CODE
REGARDING OUTDOOR PUBLIC EVENTS POLICIES AND PERMITS**

WHEREAS, Village Council recognizes that outdoor public events enhance the quality of life and economic vitality of the historic Village community; and

WHEREAS, due to the unique geography of the Village within the Cuyahoga Valley National Park and the Village's infrastructure, Council desires to ensure that outdoor public events are conducted safely, disruption to residents is minimized, and Village resources are protected; and

WHEREAS, Council desires to establish Section 311.02 of the Village Code to accomplish the above goals.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Peninsula, Summit County, Ohio, to wit:

SECTION 1. Council hereby enacts Section 311.02 of the Village Code, as set forth in the attachment hereto that is incorporated herein by reference.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public and/or in compliance with all legal requirements.

SECTION 3. This Ordinance shall be effective as of the earliest date provided for by law.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2026.

Passed:

Daniel Schneider, Jr., Mayor

Attest:

Vic Nogalo, Fiscal Officer

Approved as to Legal Form.

Bradric T. Bryan, Solicitor

ORDINANCE 13-2026
PAGE TWO

I, Vic Nogalo, Fiscal Officer of the Village of Peninsula, Summit County, Ohio, do hereby certify that the foregoing Ordinance was duly passed by the Council of the Village of Peninsula, at a meeting held on the _____ day of _____, 2026.

Vic Nogalo, Fiscal Officer

Posting Certificate

I, Vic Nogalo, Fiscal Officer of the Village of Peninsula, Summit County, Ohio, hereby certify that there is no newspaper published in the Municipality, and publication of the foregoing Ordinance was made by posting true and accurate copies thereof at five of the most public places in the Village as previously determined by Council, each for a period of at least fifteen days, commencing on the _____ day of _____, 2026, as follows:

1. Terry Lumber & Supply;
2. Valley Fire District;
3. Peninsula Library & Historical Society;
4. Peninsula Village Hall Lobby; and
5. Peninsula Post Office.

Vic Nogalo, Fiscal Officer

VERSION 3 SHOWING CHANGES FROM VERSION 1

311.02 OUTDOOR PUBLIC EVENTS POLICIES AND PERMITS.

(a) Purpose and Scope. The Village recognizes that outdoor public events enhance the quality of life and economic vitality of our historic community. However, due to our unique geography within the Cuyahoga Valley National Park and our limited infrastructure, this policy ensures that outdoor public events are conducted safely, minimize disruption to residents, and protect Village resources.

(b) Definition of Event. For the purposes of this policy, an “outdoor public event” is defined as any outdoor planned gathering, festival, march, procession, parade, race, or assembly open to the general public on public or private property that ~~significantly impacts the normal flow of traffic, requires the use of Village or public personnel or resources, or involves a gathering that exceeds typical occupancy of the site,~~ such as Police, traffic control, Fire/EMS, the use of streets, sidewalks, Village property, or Village buildings, street closures and barricades, public service and sanitation assistance, and/or utility use.

(c) General Requirements. No person, group of persons, or organization shall conduct or participate in any outdoor event that is open to the public or block off any street or highway area, without first obtaining a permit from the Mayor.

(d) Permit Applications. Applications for permits under this section shall be made on such forms prescribed by the Mayor, shall be filed with the office of the Mayor, and shall contain such information necessary for determining whether a permit should be issued. Applications shall be filed before the time intended for such event and in accordance with the timeframes set forth in Subsection (e) of this ordinance. The Mayor shall make a determination on the application within ten days of the date on which the application is filed. The Mayor has the discretion to grant an event permit related to celebrations or protests of Local, State, Federal, or World Events upon shorter notice if it is determined by the Mayor and Chief of Police, or their designees, that the Village is able to provide the required safety resources and services within the timeframe between the filing of the application and the time of the planned gathering, festival, march, procession, parade, race, or assembly. The required information provided in the application shall include, at a minimum:

- (1) The Person or entity in charge of the event.
- (2) The estimated number of participants.
- (3) A detailed route map, including assembly and dispersal areas, if applicable.
- (4) A description of equipment, signage, or other event logistics.
- (5) For Tier 2 and 3 events, as defined in this subsection (e) of this Ordinance, proof of liability insurance coverage for the event with minimum coverage amounts of \$1,000,000 per occurrence and \$1,000,000 in the aggregate.

- (6) Any additional safety and resource requirements, such as Police, traffic control, Fire/EMS, use of streets, sidewalks, Village property, or Village buildings, street closures and barricades, public service and sanitation assistance, and/or utility use.

(e) Event Tiers and Application Filing Timeframes.

- (1) Tier One (Small): Under 50 attendees. Block parties or small gatherings with no road closures or commercial vendors. Deadline for application is 14 days.
- (2) Tier Two (Medium): 50-250 attendees. May require minor police assistance, food vendors, or use of public squares. Deadline for application is 60 days.
- (3) Tier Three (Large): 250+ attendees. Festivals, races, parades, or assemblages requiring closures and multidisciplinary department coordination. Deadline for application is 90 days.

(f) The Village shall establish predetermined event routes that are designed to minimize disruptions to traffic and residential areas. Events should prioritize using the designated routes unless alternate routes are approved by the Mayor and Chief of Police or their designees based upon public safety and logistical needs. Organizers are responsible for submitting a parking plan for events exceeding 100 attendees. Shuttles are recommended for Tier 3 events. All events must adhere to the hours of the Village of Peninsula's noise ordinance.

(g) Fees for events shall be assessed based upon their size and the Village services anticipated to be required. Fees shall be in accordance with the specified fees and/or fee ranges set forth in the Event Fee Schedule contained in Subsection (m) of this ordinance. The additional costs associated with these permits shall consider the event's anticipated need for Village resources such as police, street closure, public service and sanitation, and utility usage. A cost breakdown related to the issuance of a permit shall be provided to the applicant in connection with the permit application process. If the Village determines that Village personnel, vehicles, and/or services are required in connection with the event, a minimum of four hours shall be charged for each Village employee, Village vehicle, and/or service required, at an hourly rate determined by the Fiscal Officer, or their designee, that approximates the Village's actual cost for the required employees, vehicles, and services. If the event lasts for more than four hours, and/or the above personnel, vehicles, and/or services are required for more than four hours, the applicant shall be responsible for the actual time the Village employees, vehicles, and other services are on scene in connection with the event.

(h) The permit may be refused or cancelled if:

- (1) The time, place, size, or conduct of the event, including the assembly areas and route, would unreasonably interfere with the public convenience, the safe use of the streets and highways, or violate predetermined route guidelines;
- (2) The event requires a diversion of Village resources to the extent that it impairs regular Village functions, including police or public service and sanitation

services;

(3) The event conflicts with, or would strain resources from a Village sponsored festival, march, procession, parade, race, or assembly or another festival, march, procession, parade, race, or assembly parade for which a permit has been issued;

(4) The application contains false, misleading, or incomplete information;

(5) An emergency such as a fire, storm, or other unforeseen event would prevent the proper conduct of the event; or

(7) The noise control and sound management provisions of subsection (k) of this Ordinance are violated.

(i) Security. Event organizers shall be responsible for hiring off-duty Village police officers to provide necessary traffic control and crowd management services during the event, in accordance with the Village's safety standards. The number of officers required will be determined by the Chief of Police or their designee based upon the size and requirements of the event and its route and/or location. Applicants shall not be permitted to utilize private or non-Village security for the event without the permission of the Police Chief or their designee.

(j) The permit may prescribe reasonable conditions, including:

(1) Hours of assembly and dispersal;

(2) Use of predetermined or alternate approved routes;

(3) Portions of streets that may be used or occupied; or

(4) Village and Fire Department resources necessary for the event, such as police, public service and sanitation, utility usage, and off duty Fire/EMS.

(k) Noise Control and Sound Management. Event organizers shall ensure that noise generated by the event does not exceed reasonable levels and does not create a nuisance to surrounding properties. Activities that produce loud, disruptive, or repetitive noise may be restricted or prohibited at the discretion of the Village. Organizers must have the ability and authority to adjust noise levels immediately. Violations of this subsection may result in reduced sound privileges, permit suspension, or denial of future permits.

(l) In addition to permit fees, organizers may be responsible for the costs of additional Village services required for the event, such as trash removal, restroom facilities, or utility access, to ensure minimal disruption to residents and businesses.

(m) Event Fee Schedule.

(1) Persons, For-Profit Organizations and Entities, and Non-Profit Organizations

and Entities Not Based in the Village.

\$500 per event, plus a \$1,000 potentially refundable deposit, plus the estimated cost for any necessary Village Police or Service personnel and vehicle charges, as determined and calculated by the Village, will be required to be paid in advance of the issuance of the permit. After the event and additional Village costs from the event are calculated, if any, including any costs for required loose garbage clean-up by the Village Service Department, such additional costs will be billed or taken out of the deposit funds. Any remaining deposit funds will be returned to the applicant. If multiple events encompassed by this section are held by the same entity on the same day within a four-hour timeframe, only one permit fee and deposit will be required.

- (2) Village residents or affiliated or based public and private schools or parent-teacher organizations, or non-profit entities based in Peninsula.

No fee or deposit, but the estimated cost for any necessary Village Police or Service personnel and vehicle charges, as determined and calculated by the Village, will be required to be paid in advance of the issuance of the permit. After the event and additional costs from the event are calculated, if any, including any costs for required loose garbage clean-up by the Village Service Department, such additional costs will be billed to the applicant.

- (n) Appeals. A determination denying an application for a permit under this section may be appealed to the Summit County Common Pleas Court within thirty days of the date the application was denied.

VILLAGE OF PENINSULA, OHIO
ORDINANCE NO.: 19-2026
INTRODUCED BY: _____
DATE PASSED: _____

**AN ORDINANCE AMENDING SECTION 125.08 OF THE ADMINISTRATIVE CODE
REGARDING MEETING VIDEO WITH AUDIO RECORDINGS
AND MEETING MINUTES**

WHEREAS, on March 10, 2026, Council adopted Ordinance 05-2026, establishing Section 125.08 of the Village Administrative Code, that in part, imposed a requirement that the minutes for Village public meetings be approved and posted within two months of the date on which the meeting is held; and

WHEREAS, upon further reflection, Council desires to amend the above timeframe from two months to seventy days.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Peninsula, Summit County, Ohio, to wit:

SECTION 1. Council hereby amends Section 125.08 of the Administrative Code, as set forth in the attachment hereto that is incorporated herein by reference.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public and/or in compliance with all legal requirements.

SECTION 3. This Ordinance shall be effective as of the earliest date provided for by law.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2026.

Passed:

Daniel Schneider, Jr., Mayor

Attest:

Vic Nolgalo, Fiscal Officer

Approved as to Legal Form.

Bradric T. Bryan, Solicitor

I, Vic Nogalo, Fiscal Officer of the Village of Peninsula, Summit County, Ohio, do hereby certify that the foregoing Ordinance was duly passed by the Council of the Village of Peninsula, at a meeting held on the _____ day of _____, 2026.

Vic Nogalo, Fiscal Officer

Posting Certificate

I, Vic Nogalo, Fiscal Officer of the Village of Peninsula, Summit County, Ohio, hereby certify that there is no newspaper published in the Municipality, and publication of the foregoing Ordinance was made by posting true and accurate copies thereof at five of the most public places in the Village as previously determined by Council, each for a period of at least fifteen days, as follows:

1. Terry Lumber & Supply;
2. Valley Fire District;
3. Peninsula Library & Historical Society;
4. Peninsula Village Hall Lobby; and
5. Peninsula Post Office.

Vic Nogalo, Fiscal Officer

125.08 MEETING VIDEO WITH AUDIO RECORDINGS AND MEETING MINUTES.

(a) As soon as the Village obtains the technology to do so, all Village public meetings shall be video recorded with audio. The unedited, raw, video with audio recordings shall be posted to the Village website, another publicly accessible site, and/or a public media channel within four business days of the meeting.

(b) Minutes for Village public meetings shall be approved and posted within ~~two months~~ seventy-five days of the date on which the meeting is held.