

MINUTES OF MEETING
January 13,2026
VILLAGE OF TERRACE PARK COUNCIL
HAMILTON COUNTY, OHIO

Council met on Tuesday January 13,2026 6:00 p.m. in the Terrace Park Community Building. Mayor Tepe led Council in the Pledge of Allegiance. Members of Council present were Mr. Pax Lindell, Mr. John Gaskey, Ms. Lauren Ingebritson, Ms. Regina Sharp, Mr. Kyle Lehman and Ms. Pat Wirthlin. In addition, Mayor Tom Tepe, Village Administrator and Police Chief Gerald Hayhow, Chief Fiscal Officer and Clerk of Council, Katie Lyons, Solicitor Jeff Forbes, EMS Chief John Maggard and Fire Chief George Heffner.

The Mayor asked if anyone had any corrections, additions or deletions to December 9,2025, Minutes. Council Member John Gaskey motioned to approve the Council Minutes from December 9,2025 Council Meeting. Voice vote, all voted, aye. Minutes approved.

RESIDENTS TO ADDRESS COUNCIL The Mayor asked if there were any residents to address council.

Jeff LeMay from 707 Floral Avenue, in completion of his term of Chair of the Financial Committee, provided the year-end financial reports. *(Please see attached documents)*. Our spending was up 5% but that was due to the expenses for Fire and EMS. We currently sit at 8.7 months of cash on hand with a goal of 6 months of hand. All cost centers were under budget, revenue standpoint was up 4%. Real estate revenue, earnings on investment and the water fund were all slightly higher than projected. The Village remains in good financial shape as we approach the upcoming year, with the two big expenses that we are expecting. This year we will dip below the 6 months of cash on hand because we are spending on the Elm Street Water Line and the refurbished ambulance. Mr. LeMay explained that the new tax bill goes into effect on January 1,2026 and pays June 2026 as taxes are paid 6 months in the arrears. He then stated that we will see the funds from the recently passed levy in early 2027. Mr. LeMay reminded council that Katie will ask for the tax advance early, as this is standard procedure.

Mayor Tepe asked Ms. Ingebritson to move up on the agenda the resolution.

Council Member Ingebritson introduced and advanced to the third reading **RESOLUTION 1-2, 2026 CONSENT OF COUNCIL TO THE APPOINTMENT BY THE MAYOR OF JENNIFER VANFLEET TO THE VOLUNTEER EMERGENCY MEDICAL SERVICES DEPARTMENT OF THE VILLAGE OF TERRACE PARK** Lindell seconded. Gaskey, Ingebritson, Lindell, Wirthlin, Lehman and Sharp voted aye. Ingebritson then moved to adopt the resolution as an emergency. Gaskey seconded. Gaskey, Ingebritson, Lindell, Wirthlin, Lehman and Sharp voted aye. Resolution passed as an emergency.

The Mayor explained that if he is incapacitated in any way it is important to appoint a Vice Mayor. John Gaskey moved to appoint Pax Lindell to Vice Mayor, Ms. Sharp seconded the motion. Voice vote, all voted, aye.

The Mayor welcomed the new council members and is looking forward to the new year.

Mayor Tepe announced the new Committees:

Planning & Zoning	Buildings & Grounds	Rules & Law	Public Works	Finance
Gaskey-Chair Wirthlin Lindell	Lehman-Chair Lindell Wirthlin	Wirthlin-Chair Gaskey Sharp	Lindell-Chair Lehman Ingebritson	Sharp-Chair Ingebritson Gaskey

The Mayor explained that committee meetings come about when residents have concerns, thoughts or ideas. Bring the concern to the Mayor, Jerry and let Katie know. The concern will be directed to the correct committee, Katie will help set date, time, venue and advertise the meeting. The committee will then determine if the concern has a solution.

The Committee is a recommending body, they cannot pass anything. They bring it to council and council will decide if it is a good idea to pass a resolution or an ordinance. The Mayor reminded residents that there is always something, it is imperative that we are respectful of everyone's time.

MAYOR'S REPORT:

Chief Fiscal Officer-Katie Lyons

Solicitor: Jeff Forbes updated council on the property tax reform bill package. The 4 property tax reform bills were passed, and he will continue to watch it to see how it will impact the village. There will be an impact.

The bills work together to provide relief to property owners. For example, inside millage for municipalities is tied to inflation and not property value. The Budget Commission will prevent villages from carrying over too much money and require reasoning, for example there may be circumstances that you are carrying over year after year because you are planning on a big expense/project. Mr. Forbes will continue to watch it and keep council informed.

Representative Rachel Baker introduced herself and stated that on Bill 335, which she did vote yes on, and was initially a No vote. They changed the bill, so it doesn't decrease what you are getting now, it impacts what you are getting in the future. It can only be what increase the average inflation changes is for the next 3 years, for next year.

Clerk of Council: Katie Lyons reminded residents to sign up for CodeRed.

EMS CHIEF: Chief Maggard explained that sworn in tonight Jennifer VanFleet is a certified EMT and a Police and Fire dispatcher at CVG. Recruit class starts January 20, 2026. Chief Maggard would love to get more Terrace Park Residents in the future.

FIRE CHIEF: Chief Heffner reported 2 heavily attended training classes. They responded to multiple gas leaks and one large structure fire in Mariemont. TPFD is currently working on a training class for 2026.

POLICE CHIEF/VILLAGE ADMINISTRATOR: Chief Hayhow explained the following:

- We have received numerous reports regarding E-bikes failing to comply with traffic regulations, including entering traffic unsafely and disregarding stop signs. Officers have been directed to

pull over e-bikes that violate legal regulations. Various classes of e-bikes have their own regulations; for instance, certain types may be permitted on sidewalks while others are restricted.

- Chief Hayhow collaborated with the ICRC and EMS to create an informational video highlighting the dangers of E-bikes. When complete the information will be posted on the website and an alert will be sent out on CodeRed.
- Lt Pruitt found that the complaints are coming into communities around the state.
- Ms. Ingebritson will be having a Public Safety Meeting in the future to further discuss the topic.
- Elm Water Line pre-construction meeting January 21, 2026 and will get information for when the construction will start and the length of time to complete the project. Roads will be closed at certain times during the construction. Alerts will be sent out on CodeREd.
- Had insurance company that OML recommends submitted quote that would save us \$8000. The Chief will sit down with both bids and compare apples to apples and have the best option for The Village of Terrace Park presented at the February Council meeting.

Mayor Tepe emphasized to residents that the village does not oversee or control the listserv. Posting infractions are inappropriate here. Police cannot function as parents, and regulating parenting is challenging. Ebikes and scooters are increasingly fast.

MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE:

Reports, Resolutions & Ordinances of Standing Committee: None

Planning & Zoning –John Gaskey-No Report.

Finance – Regina Sharp-No Report.

Buildings & Grounds –Kyle Lehman-No Report.

Rules & Law- Pat Wirthlin-No Report.

Public Works-Pax Lindell-No Report.

Public Safety –

Council Member Ingebritson introduced and advanced to the third reading **RESOLUTION NO. 1-1, 2026 RESOLUTION APPOINTING VICTORIA TREMAYNE AS FULL-TIME POLICE OFFICER FOR THE VILLAGE OF TERRACE PARK POLICE DEPARTMENT AND DECLARING AN EMERGENCY** Lindell seconded. Gaskey, Ingebritson, Lindell, Wirthlin, Lehman and Sharp voted aye. Ingebritson then moved to adopt the resolution as an emergency. Sharp seconded. Gaskey, Ingebritson, Lindell, Wirthlin, Lehman and Sharp voted aye. Resolution passed as an emergency.

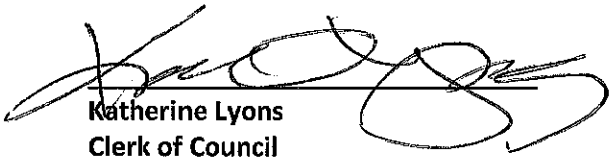
Ms. Ingebritson stated that the Public Safety committee will work closely with Chief Hayhow on E-Bike safety in hopes to avert any tragedies.

CONTINUED BUSINESS: None.

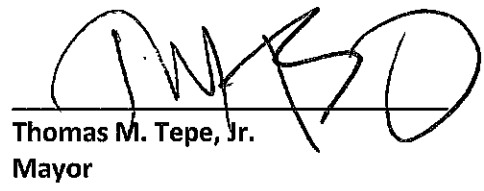
NEW BUSINESS: None.

Adjournment: Ms. Ingebritson motioned to adjourn. Voice Vote all voted “aye.”

Respectfully submitted:

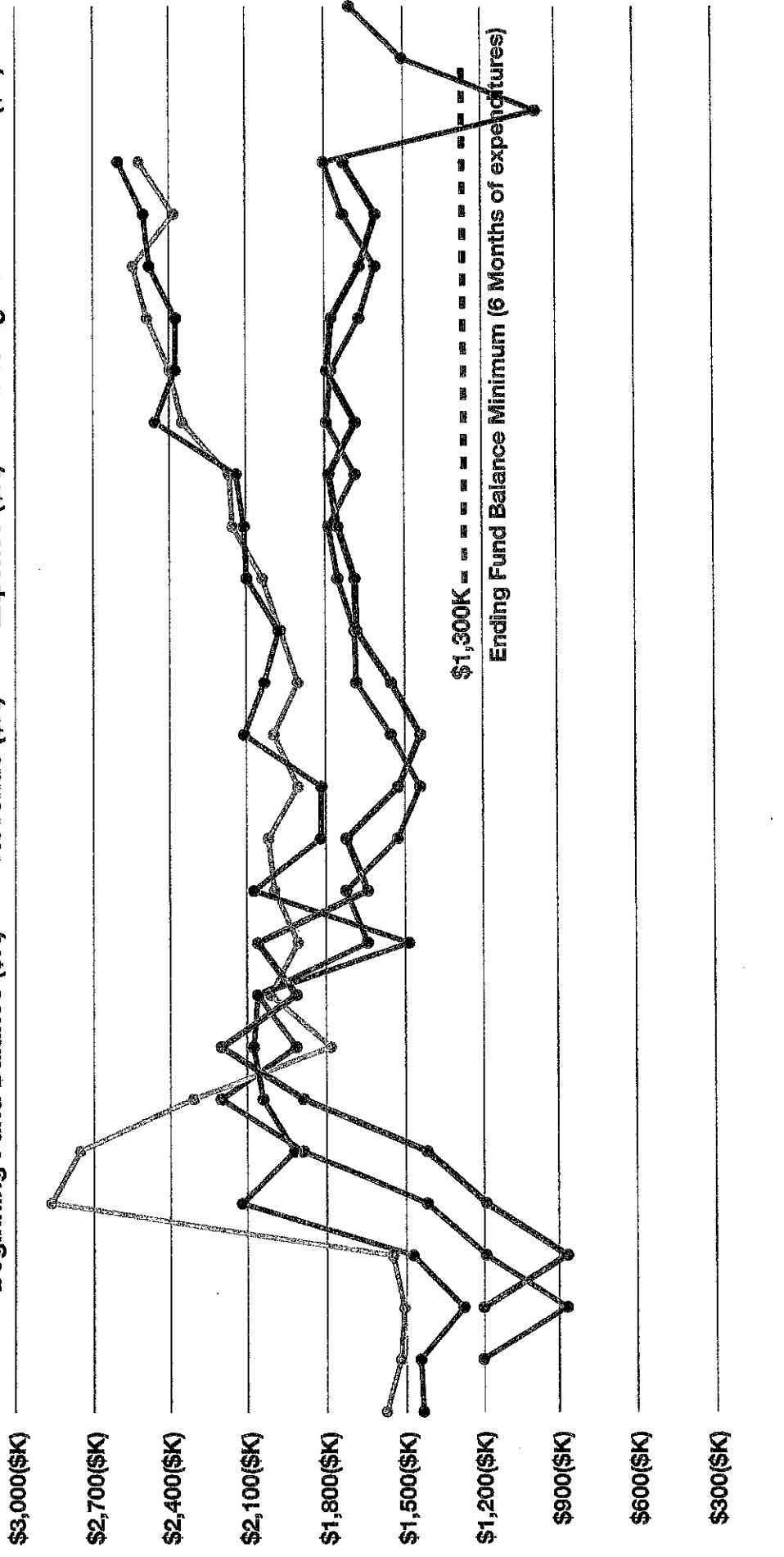


Katherine Lyons
Clerk of Council



Thomas M. Tepe, Jr.
Mayor

Beginning Fund Balance (\$K)
 Revenue (\$K)
 Expense (\$K)
 Ending Fund Balance. (\$K)



\$0(\$K) 2001 2002 2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028

Annual Financial Report to Council (all \$'s expressed as \$1,000's or K's)

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Beginning Fund \$K's	\$2,061	\$1,642	\$1,723	\$1,526	\$1,438	\$1,552	\$1,682	\$1,689	\$1,818	\$1,710	\$1,685	\$1,793	\$1,776	\$1,668	\$1,606	\$1,728
% Change vs. Previous		19.7%	104.9%	88.6%	94.2%	107.9%	108.4%	100.4%	107.6%	94.1%	98.5%	106.4%	99.4%	93.9%	96.3%	107.6%
Revenue \$K's Actual	\$1,488	\$2,075	\$1,821	\$1,817	\$2,112	\$2,034	\$1,979	\$2,101	\$2,111	\$2,141	\$2,454	\$2,376	\$2,374	\$2,476	\$2,500	\$2,600
% Change vs. Previous		139.4%	87.8%	99.8%	116.2%	96.3%	97.3%	106.2%	100.5%	101.4%	114.6%	98.6%	99.9%	104.3%	101.0%	104.0%
Expenditures \$K's Actual	\$1,905	\$1,995	\$2,018	\$1,905	\$1,997	\$1,905	\$1,971	\$2,039	\$2,153	\$2,166	\$2,346	\$2,394	\$2,483	\$2,538	\$2,378	\$2,514
% Change vs. Previous		104.7%	101.2%	94.4%	104.8%	95.4%	103.5%	103.5%	105.6%	100.6%	108.5%	102.0%	103.7%	102.2%	93.7%	105.7%
Ending Fund \$Ks	\$1,642	\$1,723	\$1,526	\$1,438	\$1,553	\$1,662	\$1,689	\$1,752	\$1,710	\$1,685	\$1,793	\$1,776	\$1,668	\$1,606	\$1,728	\$1,815
% Change vs. Previous		104.9%	88.6%	94.2%	108.0%	108.3%	100.4%	103.7%	97.6%	98.5%	106.4%	99.1%	93.9%	96.3%	107.6%	105.0%
Average Month Rev. \$K's	\$124	\$173	\$152	\$151	\$176	\$170	\$165	\$175	\$176	\$178	\$205	\$198	\$198	\$206	\$208	\$217
Average Month Exp. \$K's	\$159	\$166	\$168	\$159	\$166	\$159	\$164	\$170	\$179	\$181	\$196	\$200	\$207	\$212	\$198	\$210
Monthly surplus (deficit)	\$35	\$7	\$16	\$7	\$10	\$11	\$1	\$5	\$2	\$2	\$9	\$2	\$9	\$5	\$10	\$7
Months Coverage (cash). (Goal: 6 - 9 months)	10.3	10.4	9.1	9.1	9.3	10.6	10.3	10.3	9.5	9.3	9.2	8.9	8.1	7.6	8.7	8.7

Key Messages

Ending Fund Balance (months cash on hand) was flat vs. 2024.

Revenue: increased net by 4% vs. 2024 driven largely by property and local tax revenue, water, trees and earnings on investments

Expenditures: increased by 5% vs. last year in part to increases in Fire, EMS. Every cost center was at or below the 2025 budgeted amount (after adjustments).

Outlook: we remain above our goal of maintaining greater than six months of operating cash on hand with 8.7 months on hand (flat vs. last year).

Fiscal 2026 Goals: maintain fiscally responsible spending and conservative revenue outlook. Begin/end department budget process Feb.-Apr. (to include 3 year capital spend forecast)