

**COUNCIL OF THE  
VILLAGE OF HIGHLAND HILLS**

**ORDINANCE NO. 2025-05**

For the February 12, 2025  
Council Meeting

Introduced by: Mayor Michael L. Booker  
Supported by:

**AN ORDINANCE AUTHORIZING REFERRAL OF A PROPOSED AMENDMENT TO THE HIGHLAND HILLS CHARTER BY AMENDING ARTICLE IX, SECTION 7 PERIODIC REVIEW AND SUBMITTING SAME TO THE CUYAHOGA COUNTY BOARD OF ELECTIONS FOR PLACEMENT ON THE NOVEMBER 4, 2025 BALLOT, DIRECTING THE COUNTY BOARD OF ELECTIONS TO SUBMIT A BALLOT QUESTION TO THE ELECTORS.**

**WHEREAS**, Pursuant to Article IX, Section 7, Periodic Review, the Village Charter Review Commission (CRC) was duly appointed in November, 2024 and charged with the duty to review the Village Charter and recommend that issues to change the language of the Charter be submitted to Council for approval by ordinance to submit the issues to the electors for their approval or rejection on a separate ballot at the next general election in November following the appointment of the members of the CRC which would be held on November 4, 2025, and

**WHEREAS**, the CRC has held meetings and discussions regarding proposed changes to the Village Charter and approved and recommended that changes be made to Article IX, Section 7 Periodic Review which provides for the appointment of the CRC and specifies the duties of same and the time frame within which to complete its duties, and

**WHEREAS**, the CRC proposes to change the minimum requirements for residents to be appointed as members of the CRC from three years elector status to two years elector status, and

**WHEREAS**, pursuant to the Article IX, Section 7, Periodic Review, the proposed issues submitted by the CRC to Council shall be approved by ordinance and certified to the Board of Elections for placement on the ballot at the next General Election which will be November 4, 2025.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF HIGHLAND HILLS, OHIO:**

**Section 1:** Pursuant to Article XVIII, Section 9 of the Ohio Constitution and Article IX, Section 7 of the Village of Highland Hills Charter, the Village Charter Review Commission has proposed to Council and this Council, pursuant to the same section, does hereby authorize and direct the submission to the electors of the Village of Highland Hills, at an election to be held in the usual places of voting in said Village on Tuesday, November 4, 2025, a proposed amendment to amend

Article IX, Section 7, Periodic Review of the Village Charter such that if approved by a majority vote of the Village Electors, it shall be effective immediately upon certification of the Cuyahoga County Board of Elections. Upon the affirmative vote of a majority of the electors of the Village of Highland Hills, Ohio, Article IX, Section 7, Periodic Review, as certified by the Cuyahoga County Board of Elections, shall be amended and shall read as follows:

**ARTICLE IX, SECTION 7. PERIODIC REVIEW.**

At the general election in November, 1999, and every five (5) years thereafter, a Charter Review Commission of seven (7) members shall be appointed in the following manner. At first regular meeting of Council in November, 2004, the Mayor shall appoint four (4) members to the Charter Review Commission. At first regular meeting of Council in November, 2004, the Council shall appoint three (3) members to the Charter Review Commission. Each member appointed by the Mayor or Council shall have been a resident and qualified elector of the Municipality for at least ~~three (3)~~ **two (2)** continuous years immediately prior to his/her appointment, and shall continue to be a resident throughout his/her term of office. No elected official or employee of the Municipality shall be eligible to serve on the Charter Review Commission. Each Charter Review Commission shall cease to function on the day of the next November election following appointment.

Within seven (7) days of the appointment of the Charter Review Commission, the Clerk of Council shall notify each member appointed to the Commission that the Commission shall schedule its first meeting within thirty (30) days after the appointment thereof. At the initial meeting the Commission shall elect one of its members as Chairperson. Any vacancy on the Commission shall be filled by appointment by the Mayor or Council, whomever made the original appointment to the seat declared vacant. A member so appointed to serve in the position where a vacancy was created shall serve as though originally appointed to such position. Members of the Commission shall serve without compensation unless otherwise provided by an ordinance duly adopted by Council. At the initial meeting the Commission shall, by majority vote, approve rules or organization and procedure.

The Council shall provide funds for the Commission to retain the services of a recording secretary and additional legal counsel to be selected by a majority vote of the Commission, if necessary. The Law Director shall be the legal advisor of the Charter Review Commission. All proposed amendments, revisions and alterations to this Charter, approved by a majority vote of any Charter Review Commission, shall be submitted to the Council on or before August 1st of the year following appointment of the Charter Review Commission which shall submit the same

without alteration, to the electors for their approval or rejection on a separate ballot at the next general election in November following the appointment of the members of the Charter Review Commission.

If a majority of electors voting on the same shall approve such amendment, revision or alteration, the same shall become a part of this Charter. When more than one amendment, revision or alteration to this Charter shall be submitted to the electors at the same time, they shall be so submitted as to enable the electors to vote on each amendment, revision or alterations separately.

The effective date to this section shall be immediately upon certification by the appropriate board of elections.

**Section 2:** The Board of Elections of Cuyahoga County is hereby directed to submit the following question to the electors of the Village at the General Election on November 4, 2025:

**PROPOSED CHARTER AMENDMENT**

A majority affirmative vote is necessary for passage.

SHALL THE CHARTER OF THE VILLAGE OF HIGHLAND HILLS, ARTICLE IX, SECTION 7, PERIODIC REVIEW, BE AMENDED TO CHANGE THE MINIMUM NUMBER OF YEARS OF ELECTOR STATUS FROM THREE YEARS TO TWO YEARS FOR ELIGIBILITY TO BE APPOINTED TO THE CHARTER REVIEW COMMISSION?

	YES
	NO

**Section 3:** That the Clerk of Council is hereby directed to certify a copy of this ordinance to the Cuyahoga County Board of Elections prior to August 1, 2025 in compliance with Article IX, Section 6 of the Charter, for placement of this important proposed charter amendment on the ballot in the General Election to be held on November 4, 2025.

**Section 4:** That upon approval of a Majority of Electors, and after certification of this Charter amendment provision by the Cuyahoga County Board of Elections, the amendment specified in Section 2 shall be effective immediately upon certification.


**Section 5:** Council finds and determines that all formal actions of this Council concerning and

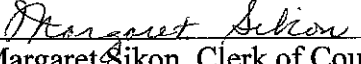
relating to the passage of this Ordinance were adopted in an orderly meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were conducted in meetings open to the public and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Passed in Council this 16th day of April, 2025.

First Reading 2/12/25      Second Reading 3/12/25      Third Reading 4/16/25

Vote: Pride ☒ yea ☐ nay      Greene ☒ yea ☐ nay      Mills ☒ yea ☐ nay  
McManus ☒ yea ☐ nay      Wright ☒ yea ☐ nay

  
Cassandra Pride      4/16/25  
President of Council      Date

Attest:   
Margaret Sikou, Clerk of Council      4/16/25  
Date

Filed with the Mayor: ☒      4/16/25  
Date

Approved By:   
Michael L. Booker, Mayor      4/16/25  
Date