

**CITY OF HIGHLAND HEIGHTS**  
**Regular Council Meeting Minutes**  
**April 7, 2026**  
**Approved: May 5, 2026**

On Tuesday, April 7, 2026 at 7:02 p.m. Mayor Meyers called the regular Council meeting to order at 176 Johns Hill Road.

**Councilmembers Present:** Mayor Gregory Meyers. Councilmembers Deborah Ball, John Braun, Gary Chinn, Patricia Hayley, Jesse Hockenbury. A quorum was present.

**Councilmembers Absent:** Councilmember Rene Heinrich.

**Staff Present:** City Administrator, Michael Giffen; Police Chief, Bill Birkenhauer; City Clerk/Treasurer, Jeanne Pettit; Code Enforcement Officer, Dave Fornash; Attorney, Michelle Eviston.

**Staff Absent:** Public Works Director, Steve Lehman

### **Minutes for Approval**

- **Regular Meeting Minutes of March 3, 2026.** These minutes were previously emailed to the Mayor, Council Members, and City Staff for review.
- **Action Taken:** Member Chinn made a motion to accept the minutes from the regular council meeting held March 3, 2026. Seconded by Member Ball. Discussion: None. Yes: 5, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.

**Scheduled Guests:** None

**Correspondence:** None

### **Staff Reports**

- City Administrator – Michael Giffen
  - The final phase of the Phase I Greenspace Project, by the Pickleball courts, should start in May and wrap up this summer.
  - 95 Easter bags were distributed to children during the Easter Bunny Tour.
  - The next city event is Arbor Day on April 25 from 11-2 and then the Memorial Day Celebration on May 25. There will be a city clean-up event May 15 and 16.
  - Many economic development meetings have been occurring for Gateway East, Gateway West, and City Center.
- Police Chief – Bill Birkenhauer
  - Our new officer will begin the online portion of basic training in 2 weeks.
  - Interviews are being conducted for the remaining open position.
- City Clerk/Treasurer – Jeanne Pettit
  - Current tax software will not be supported in two years. We are reviewing software vendors to replace the Pontem software.
- Code Enforcement Officer – Dave Fornash
- Public Works Director – Steve Lehman
- Attorney – Michelle Eviston
  - **Municipal Orders**
    - **Municipal Order 06-2026:** A municipal order appointing Becky Gubser to a four-year term on the Highland Heights Board of Adjustment.

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- **Action Taken:** Member Braun made a motion to approve municipal order 06-2026 appointing Becky Gubser to the Highland Heights Board of Adjustment. Seconded by Member Ball. Discussion: None. Yes: 5, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.
- **Municipal Order 07-2026:** A municipal order appointing Greg James to a four-year term on the Highland Heights Board of Adjustment.
- **Action Taken:** Member Hockenbury made a motion to approve municipal order 07-2026 appointing Greg James to the Highland Heights Board of Adjustment. Seconded by Member Ball. Discussion: None. Yes: 5, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.
- **Municipal Order 08-2026:** A municipal order appointing Michael Meyers to a four-year term on the Highland Heights Board of Adjustment.
- **Action Taken:** Member Chinn made a motion to approve municipal order 08-2026 appointing Michael Meyers to the Highland Heights Board of Adjustment. Seconded by Member Ball. Discussion: None. Yes: 5, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.

**Unfinished Business:** None

**New Business**

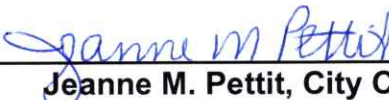
- **Action Taken:** Member Chinn made a motion to cancel the April 21, 2026 council meeting due to lack of business. Seconded by Member Braun. Discussion: None. Yes: 5, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.

**Citizens to Address Council:** None

**Adjournment**

- **Action Taken:** Member Chinn made a motion to adjourn the April 7, 2026 council meeting. Seconded by Member Ball. Discussion: None. Yes: 5, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.

Meeting adjourned at 7:27 p.m. on Tuesday, April 7, 2026.

**Submitted by:**   
\_\_\_\_\_  
**Jeanne M. Pettit, City Clerk/Treasurer**

**Signed:**   
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**Gregory V. Meyers, Mayor**