

CIRCLEVILLE JUDICIAL COMMITTEE MEETING MINUTES 7/13/2026

The Circleville Judicial Committee convened in City Council Chambers 2nd Fl., 127 South Court St., Circleville, OH 43113 on Monday, July 13, 2026, at 6:00 p.m. Members present at Roll Call: Chair Tom Klitzka, Committee Members Sheri Theis, Jake Davison, and Clerks Sarah Kolesar and Melissa Burns. Other Council members present: President Barry Keller, At Large Members Katie Logan Hedges, Fourth Ward Tom Duvall. Other guests present: Mayor Michelle Blanton, Elizabeth Furnace, Director of Pickaway County Visitor's Bureau, Rhonda Baldwin, Tiffany Anderson, Todd Shelton, Randy Smith, Travis Ricketts, Jenna Wood, and Administrator Jenny Rhoads.

Klitzka called the meeting to order at 6:00 p.m.

Theis motioned to approve the meeting minutes from June 16, 2026. Davison seconded. Motion carried.

New Business:

a) AN ORDINANCE AMENDING AND REPLACING CERTAIN PROVISIONS WITHIN ORDINANCE NO. 22-88 AND CHAPTER 195 OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE RELATING TO THE BED TAX REQUIREMENTS AND DECLARING AN EMERGENCY.

Discussion: President Keller explained that in early March, a meeting was held with the Director of the Visitors Center and several Board members to discuss the visitors center, short-term rentals, and the Bed Tax. Keller spoke about updates the building needed, paint peeling, and City Administration was notified and that issue has been resolved. Next, Keller spoke about short-term rental enforcement, noting that currently, the City collects very little revenue from short-term rentals. Keller emphasized that regarding Bed Tax, there are two 3% Bed Tax Ordinances that were adopted in 1988, and only 1.5 % of fees collected go the Visitors Bureau, and the remaining 4.5% are going back into the general fund. Keller explained after meeting with the Law Director, Mayor, Auditor, and Finance Chair, Legislation was drafted to address the Bed Tax allocation moving forward. Keller stated he requested that the Visitors Bureau should receive the revenue that the City has collected for 38 years. The Director of the Visitors Bureau will speak about why this revenue is needed and what it will be used for. Keller pointed out there are four pieces of Legislation on the Agenda pertaining to the Bed Tax and proposed changes moving forward. Mayor Blanton explained that the purpose of this Ordinance is to update the Codified Ordinances in conjunction with the Ohio Revised Code. Auditor Bidwell stated that there is not a separate fund for the revenue collected from rentals currently, and a new fund would be created specifically for those tax dollars instead of going into the general fund.

Elizabeth Furnace, Director of the Pickaway Count Visitors Bureau highlighted that the Visitors Bureau has been receiving 1.5% of the lodging tax, noting their role in Pickaway County and within Circleville is economic development through travel. Elizabeth stated they welcome visitors and new residents to Circleville. Currently, they have an impact of \$209 million of economic development for tourism, reflecting 2023 statistics. Furnace explained that every other year, they contract with the Ohio Department of Development for an economic development study and reveal an increase for year 2025. Additionally, 80% of marketing is currently devoted to Circleville. Furnace stated they do receive support from Pickaway County Commissioners. One major component in seeing visitors coming to the county is the Pickaway County Ag & Event Center. Furnace explains there are three significant events this month; cattle show that lasted for ten days, the Seven-Mile Bluegrass Festival, and a tattoo convention towards the end of the month. Furnace explained that one of the issues they face is not having any type of software to track these events or where people are coming from. Currently, their budget is approximately \$140,000, below any other county in Ohio. Furnace emphasized they are in dire need of technology, such as laptops, tracking short-term rentals.

Furthermore, Keller explained it is important that these Ordinances be passed in a certain order, due to the updates.

MOTION & ROLL CALL VOTE: Theis motioned to forward the Ordinance to the next City Council meeting on July 21, 2026, with a recommendation for passage. Davison seconded. Roll Call. (3 Yeas, 0 Nays). Motion carried.

b) AN ORDINANCE TO ESTABLISHING A VISITOR'S CENTER TRANSIENT OCCUPANCY TAX FUND 502, DEFINING ITS USES AND DISBURSEMENT PROCEDURES AND DECLARING AN EMERGENCY.

Discussion: Keller noted that, per the Law Director, this Ordinance orders the Auditor to create a tax fund pursuant to Ohio Revised Code. Bidwell confirmed that this would allow a fund to be created specifically for those taxes.

MOTION & ROLL CALL VOTE: Klitzka motioned to forward the Ordinance to the next City Council meeting on July 21, 2026, with a recommendation for passage. Davison seconded. Roll Call. (3 Yeas- 0 Nays). Motion carried.

c) AN ORDINANCE REALLOCATING THE TRANSIENT LODGING TAX, AMENDING PROVISIONS OF ORDINANCE 22-88 AND CHAPTER 195.02 OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE; AND AUTHORIZING THE MAYOR TO MODIFY THE EXISTING CONTRACT WITH THE PICKAWAY COUNTY VISITOR'S CENTER REFLECTING SUCH REALLOCATION AND DECLARING AN EMERGENCY.

Discussion: Keller explained that this Ordinance reallocates the second 3% starting in tax year 2027. Bidwell stated that currently, 25% of the 6% goes towards the Visitor's Bureau and this Ordinance would allow 50% of the full amount of lodging tax and sent to the Visitors Bureau.

MOTION & ROLL CALL VOTE: Klitzka motioned to forward the Ordinance to the next City Council meeting on July 21, 2026, with no recommendation at this time, pending further clarification. Theis seconded. Roll Call. (3 Yeas- 0 Nays). Motion carried.

d) AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF CIRCLEVILLE TO ENTER INTO A PLEDGE AGREEMENT FOR TOURISM DEVELOPMENT SERVICES WITH THE PICKAWAY COUNTY VISITOR'S CENTER TO COMMENCE IN CALENDAR YEAR 2026.

Discussion: Keller explained this Ordinance is the remaining monies not pledged in this Legislation. Keller explained there was a compromise proposed to have a pledge agreement, like other non-profits the City works with, drafted in the amount of \$100,000, further explaining that the Visitors Bureau would report to Council once a year with what these monies were used for. Keller stated the \$100,000 is coming from the Bed Tax, from the general fund.

MOTION & ROLL CALL VOTE: Klitzka motioned to forward the Ordinance to the next City Council meeting on July 21, 2026, with no recommendation at this time, pending further clarification. Theis seconded. Roll Call. (3 Yeas- 0 Nays). Motion carried.

e) AN ORDINANCE AUTHORIZING THE MAYOR AND LAW DIRECTOR TO ENTER INTO A CONTRACT WITH THE PICKAWAY COUNTY COMMISSIONERS TO PROVIDE LEGAL REPRESENTATION TO DEFENDANTS WHO ARE INDIGENT IN CASES INVOLVING THE CIRCLEVILLE POLICE DEPARTMENT OR THE CIRCLEVILLE MUNICIPAL COURT FROM JULY 1, 2026, THROUGH JUNE 30, 2027.

Discussion: Klitzka stated this is a straightforward Ordinance that comes to Council every year.

MOTION & ROLL CALL VOTE: Theis motioned to forward the Ordinance to the next City Council meeting on July 21, 2026, with a recommendation for passage. Davison seconded. Roll Call. (3 Yeas- 0 Nays). Motion carried.

Other Business: None.

Davison motioned to adjourn the Judicial meeting at 7:21 p.m. Theis seconded. Motion carried.

Minutes prepared by: Sarah Kolesar, Assistant Clerk.