



Newsletter FALL 2025

CITY WEBSITE PROVIDES TRANSPARENCY

Visit www.villahillsky.org to
find the latest information
about the city, including:

Finance statements & Audits

Meeting minutes

City code & zoning ordinances

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Upcoming meetings & events

An Update from Mayor Heather Jansen

Happy Fall, Everyone!

It's that time of year. School is underway, temperatures are getting cooler in the mornings and evenings and football season has begun.

- The City's finances are in great standing having just completed the fiscal year-end audit.
- The salt bin has been completed next to the Public Works garage on Rogers Road.
- We are still working on the details of the Amsterdam/Collins Road reconstruction. Most of the project's cost will be covered by a government grant but more steps are required before construction can actually begin. Updates will be reported during the council meetings.
- As always, the Public Works Department stayed one step ahead of the snowstorms last winter, keeping the roads safe for travel. Our crew tracks the storms and stays overnight in the PW garage so that they can plow the roads as soon as the snow starts falling. Our roads are the safest compared to other cities during the winter storms.

• The Villa Hills Police Department continues its work to keep the Villa Hills and Crescent Springs communities safe. Our officers do their best to patrol the neighborhoods for speeding or other issues but they cannot be everywhere at once. We, as residents, need to do our part for our community. If you see something illegal, unsafe or questionable, please reach out to VHPD (859.331.3535) or to Kenton County Dispatch after hours (859.356.3191). That is the quickest way to investigate and resolve the issue. Posting concerns or complaints on Facebook is not going to solve any problem.

• If your child has an electric scooter please make sure that it is not ridden on any street. Scooters are not road-worthy and should be kept to the sidewalks to avoid colliding with vehicles.

• Join us to support Shop with a Cop/Firefighter with bourbon tasting on November 14th from 6 to 10p!

• You can get your passport processed at the City building if you are looking to travel internationally or if you just want a passport in case the travel bug bites you. You will need to call ahead to make an appointment (859.331.1515). Additional information enclosed.

• Please be considerate of your neighbors. If you see something that doesn't conform to Villa Hills code enforcement standards, call NKPDS to have them look at the issue (859.331.8980).

I am thankful to the staff, crew and officers who continue to care for our City. My gratitude goes to the City Council for the work that they accomplish during the monthly meetings and caucuses but especially through their dedication to the responsibility of their committees.

Thank you to the residents who volunteer their time to help on these committees and with city events. Lastly, thank YOU for your continued support. It takes all of us to help keep the City of Villa Hills running smoothly and to make this a special place to live.

Mayor Heather Jansen

HALLOWEEN - Trick or Treat is on October 31st from 6:00 - 8:00 pm.

Villa Hills City Officials

719 Rogers Rd., Villa Hills, KY 41017

Mayor Heather Jansen

Councilmembers

Chad Bilz Patrick Kennedy Scott Ringo Cathy Stover Seth Thompson Sue Wadsworth

City Administrator

City Clerk

Chief of Police

Public Works Director

Craig T. Bohman

Jennifer Lipson

Matt Hall

Derick "Buck" Yelton

E-mail links are on the city website. Click on the elected official or staff name to send them an e-mail.

POLICE DEPARTMENT NEWS

Col. Matthew R.B. Hall
Chief of Police



Electric Scooter Usage and Laws

The prevalence and usage of electric low speed scooters has been on the rise in the past few years. These modes of transportation offer a fun, exciting, eco-friendly alternative to vehicle operations to run daily and local errands, take quick trips to neighbors or friends' houses, and for the public to traverse roads with generally lower speed limits. With their use comes danger that is all too often being ignored. Did you know that in the State of Kentucky an electric low speed scooter is defined in Kentucky law? Did you know that the state law requires the operator of these scooters to be at least sixteen (16) years of age accompanied by several other provisions?

The Villa Hills Police Department has the public's safety as its highest priority and will continue to invest resources into areas that are deemed in the best interest of the public at large. We need your help! This starts at home with parents and guardians educating their children on the proper laws, ordinances, and protocol for safe riding of these scooters. Teach your children proper safety protocols, to include wearing helmets. It is our sincerest hope that through proper education, training, and understanding, the operation of these scooters is done in accordance with established Kentucky laws and to prevent any possible incident of injury. The Kentucky Revised Statute for the definition of "electric low speed scooter" and the laws pertaining to its legal operation have been included for your perusing. Be safe!

KRS 189.289 Operation of electric low-speed scooter on highway, bicycle lane, or bicycle path.

(1) A person sixteen (16) years of age or older, may operate an electric low-speed scooter on a highway, bicycle lane, or bicycle path.

(2) A person operating an electric low-speed scooter under this section shall be subject to traffic regulations outlined in this chapter, and the provisions of KRS 189.520.

(3) An electric low-speed scooter shall be equipped with and shall have illuminated, at least one (1) headlamp and at least one (1) rear red light when: a) Operated during the period from 1/2 hour after sunset to 1/2 hour before sunrise; or (b) At such other times as atmospheric conditions render visibility as low as or lower than is ordinarily the case during that period.

(4) An electric low-speed scooter may be parked on a sidewalk in a manner that does not impede the reasonable movement of pedestrian or any other traffic.

(5) An operator of an electric low-speed scooter and any company or entity that provides electric low-speed scooters for rental, shall comply with all local government ordinances.

(6) The Transportation Cabinet shall promulgate administrative regulations pursuant to KRS Chapter 13A to establish safe operating standards for electric low-speed scooters. Administrative regulations established under this section shall not include any equipment or helmet use requirements.

189.010 Definitions for chapter.

(26) "*Electric low-speed scooter*" means a device that: (a) Weighs less than one hundred (100) pounds; (b) is equipped with wheels; (c) is equipped with handlebars; (d) is equipped with a brake adequate enough to stop and park the device; (e) is designed to be stood or sat upon; (f) is propelled by an electric motor, human power, or both; and (g) is designed to operate at a maximum speed of twenty (20) miles per hour, on a paved level surface, with or without human propulsion.

FRIENDLY REMINDERS TO RESIDENTS

- Trash can be placed out starting at 4PM the day before pick-up. Cans, carts, and totes need to be brought back from the curb the same day as pick-up.
- School buses: When you come up on a bus and the red lights are flashing and stop sign is out, it is a mandatory stop on all roads in Villa Hills. Drive carefully and watch for officers directing traffic in school zones, and drive the speed limit. Watch for children during the mornings and afternoons at bus pick up locations and throughout the neighborhoods. Speed Limits will be strictly enforced.
- Golf carts are not permitted to be driven on public rights-of-way such as streets, alleys, and sidewalks.
- Do not hesitate to contact the police if you see something suspicious, for an emergency call 911, for non-emergency call (859) 356-3191 and request for a Villa Hills officer to call you back.

LIKE US ON FACEBOOK

www.facebook.com/VillaHillsKY &

www.facebook.com/Villa-Hills-Police-Department-216018612080566

Council sets Tax rate and Solid waste fee

City Council set the tax rate for 2025 at 20.9 cents per hundred dollars. This represents the compensating rate plus 4%. This is based on the overall expected revenue to the city and individual property tax bills may increase based on each property's assessment.

The Rumpke solid waste and recycling fee is \$5.98 per week per household (\$310.92/year). Residents of Prospect Point do not pay the waste fee to the City as their Homeowners Association has its own contract and collects their waste fee through HOA dues. If you have any questions about your tax bill or the tax calculation process, contact the City Administrator.

CITY TAX BILLS

Tax Bills are out. If you have an escrow account with your mortgage company, it is your responsibility to forward the bill to them. Tax bills can be paid at the City Building during office hours, at Heritage Bank in Crescent Springs, sent in the mail to the lockbox (P.O. Box), paid online on the City's website, or it may be dropped off in the drop box at the City Building. **CREDIT CARD PAYMENTS ACCEPTED ON-LINE ONLY!** Tax payments received on or after December 1, 2025 will have 15% penalty added. **Postmark will be accepted.**

Passport Information!

The City of Villa Hills is a Passport Acceptance Facility. Application forms can be found online at www.travel.state.gov, or at our office for both new and renewals. Application Fees and Processing fees are paid at the time you submit your application, for in person applications, no payments are accepted online for the fees required for in person applications. If you are on a site that asks for any payments or credit card information, it is NOT a legitimate site. It appears that most of these sites are asking for payment before or during the collection of your information. Online renewals are now available, this is the ONLY time that the correct site requires a payment, please make sure you are on the website noted above. See below for more information.



New Passports and renewals for children will require an appointment at an acceptance facility.

Please be sure to call our office before coming in, at (859) 341-1515, to schedule your appointment.

Passport Fees: Adult Passport Book \$130, Adult Passport Card \$30, Child (under 16 years of age) Passport Book \$100, Child Passport Card \$15. Books are required when flying in/out of the United States. Passport Acceptance Facility processing fee is \$35, this fee applies at any acceptance facility.

Current processing time is 4-6 weeks for standard processing -

2-3 weeks for Expedited processing (expedite fee is an extra \$60 per application).

When you have any questions - Please call us and DO NOT rely on internet searches, we are happy to help.

UPDATED INFORMATION FOR RENEWALS:

You may be able to renew passport online at www.travel.state.gov, if you meet the following requirements:

(Input this link in the address bar on your browser, searching the link sends you to a spam site)

1. The passport you are renewing is or was valid for 10 years, and you are age 25 or older.
2. The passport you are renewing was issued between 2009 and 2015, or over 9 years but less than 15 years from the date you plan to submit your application.
3. You are not changing your name, gender, date of birth, or place of birth.
4. You are not traveling for at least 8 weeks from the date you will submit your application. Only **routine service**, is offered at this time.
5. You are applying for a regular (tourist) passport. You cannot renew a special issuance (diplomatic, official, service) passport online.
6. You live in the United States (either state or territory). You do not qualify to renew online if you live in a foreign country or have an Army Post Office (APO) or Fleet Post Office (FPO) address.
7. You have your passport with you, and it is not damaged or mutilated, and you have not reported it as lost or stolen. Keep your most recent passport and do not mail it to us.
8. You can pay for your passport using a credit or debit card.
9. You can upload a digital passport photo.

The current passport you are renewing will be invalidated after you submit your application. You cannot use it for international travel, you must wait for the new passport to arrive.

Recreation and Events

Sip N' Support Join us to support Shop with a Cop/Firefighter with bourbon tasting on November 14th from 6 to 10p! We are partnering with the Villa Hills Civic Club to raise money to help local children have a nice holiday. There will be a live band starting at 7pm as well as light appetizers and raffles. Registration will open soon. Check the Villa Hills City website or Facebook page as more details become available.



Christmas in the Park

The cities of Crescent Springs and Villa Hills will host Christmas in the Park on December 6th from 5:30 - 8:30 pm at Lou Hartfiel Memorial Park.

EMPLOYEE NEWS

New Hires:

Officer Landon Terry joined the Police Department in July 2025

Matthew Lehmkuhl joined the Public Works Department Part-time in July 2025.

Promotions:

Andrew Lucas was promoted to Sergeant in January 2025

Sean Dooley was promoted to Sergeant in July 2025

Retirement:

Officer Richard Dale Robbins retired August 31, 2025

Congratulations to all, Keep up the great work and thank you for serving the Citizens of Villa Hills!

Public Works - Your Snow and Ice Removal Team

As winter approaches, the Public Works Department would like to do the best job clearing the snow and ice as possible. When a City-wide Snow Emergency is declared, or when it is automatically effective (once 2 inches of snow has fallen) all cars are required to be removed from the roadway. Keep in mind that even if a small amount of snow is forecasted, it is a good habit to remove your car to allow the crew to clear your streets.

It takes about 4 hours to plow city streets once. Snow cleared from the streets has to be placed onto the easement and sometimes in the center of cul-de-sacs. While staff does their best not to block driveways, mailboxes or fire hydrants, there is no way to prevent a snow mound from being left behind. The City staff are NOT able to come back and clear off the snow left behind on driveway aprons. PLEASE, do not shovel or blow the snow back into the street. Place the snow from your driveway and apron in the grass areas on either side and along the grass strip by your mailbox. Also, if you have contractors clearing your driveway, please let them know where to put the snow piles. Please help by keeping the streets clear after they are plowed.



Sometimes the weight of the snow coming off the plows knock mailboxes down. Sometimes our plows cross over the curbs. Poor visibility during storms plays a factor in these incidents. Our policy is to report all damage that workers are aware of, then make repairs ASAP. If you notice damage from our trucks, please call our office, 859-341-1515.

Thank you for working with us. We take pride in our job. *Villa Hills Public Works Department*

Frequently Requested Numbers & Contacts

Emergency Dispatch: 911		Dispatch non-emergency:	356-3191
Police Department:	341-3535	Fire Department:	341-3840
City Administration:	341-1515	Mayor Heather Jansen:	341-1515
Code Enforcement:	331-8980	Building/Zoning/Permits:	331-8980
Animal Control:	356-3191	Sewer/Sanitation:	578-7450
Water Department:	578-9898	Rumpke (garbage/recycle pick-up):	1-877-786-7537