

## Ohio Village Planning Checklist — Preparing for HB 331 Implementation

### 1. Understand the New Law

- Read the full enrolled text of HB 331 and official analysis to understand duties and timelines.
- Note that the law updates how village dissolution questions are triggered and how evaluations are conducted.

### 2. Identify Services Evaluation Criteria

HB 331 requires evaluation of core village services. Work with county officials to understand how your village will be assessed on providing services such as:

- Police protection
- Fire protection
- Garbage collection
- Water service
- Sewer service
- Emergency medical services
- Road maintenance
- Park or recreation services
- Human or social services
- Public library services

### 3. Inventory Service Provision

- Create a catalog of all public services the village currently provides directly.
- Document services contracted out to other governments, councils of governments, or private providers.
- Confirm which services count toward meeting the statutory threshold. (Under the law, contracted services count *if contracted with non-government entities or certain regional councils*.)

### 4. Maintain Records of Elections & Candidates

- Track whether every elected village position had at least one candidate on the ballot in the last appropriate election cycle — another criterion counties will assess.

### 5. Prepare for County Evaluations

HB 331 requires counties to evaluate villages periodically (e.g., around every 10 years tied to census results):

- Confirm timeline and deliverables for the next county evaluation cycle.
- Ensure documentation of services and candidate filings is up to date and accessible.

## **6. Engage Residents Proactively**

- Prepare clear communications about what HB 331 evaluations mean for the village.
- Educate residents about the evaluation criteria and potential ballot outcomes related to dissolution.

## **7. Explore Service Improvement Options**

- If any services fall short of criteria, evaluate options to provide or expand them directly or through reliable contracts.
- Consider cost, staffing, and intergovernmental cooperation impacts.

## **8. Plan for Dissolution Outcomes**

Even if dissolution isn't your goal, planning reduces uncertainty:

- Understand how township governments would assume services if dissolution occurs.
- Prepare business continuity plans and asset transfer plans in case of dissolution vote outcomes.