

ORDINANCE NO. 2025-144

AN ORDINANCE ADOPTING THE CITY OF WILLOUGHBY CYBERSECURITY PROGRAM, AND DECLARING AN EMERGENCY.

WHEREAS, in accordance with the Ohio Revised Code Section 9.64, enacted through Ohio House Bill 96, the City of Willoughby is required to adopt a cybersecurity program that safeguards the data, IT systems and information technology resources to insure confidentiality, availability, and integrity, and thereby provide protection from cybersecurity threats and risks; and

WHEREAS, the Auditor of State (AOS) issued Bulletin 2025-007, which requires the legislative authority of a political subdivision to adopt a formal cybersecurity program; and

WHEREAS, Ohio House Bill 96 enacted Section 9.64(C) of the Ohio Revised Code, establishing compliance requirements for cybersecurity programs, including safeguarding data, information technology, and information technology resources, consistent with generally accepted best practices; and

WHEREAS, the City of Willoughby has developed a cybersecurity program in accordance with Section 9.64(C); and

WHEREAS, records and documents related to the cybersecurity program are not subject to public records disclosure under current law;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WILLOUGHBY, THE COUNTY OF LAKE, AND THE STATE OF OHIO:

SECTION 1. That the City of Willoughby hereby adopts the City of Willoughby Cybersecurity Program, consistent with the requirements of Section 9.64(C) of the Ohio Revised Code and Auditor State Bulletin 2025-007, which Program represents a prioritized set of actions proven to defend against the most common cyber security threats.

SECTION 2. That the Mayor or his designee is authorized to implement, maintain, and update the cybersecurity program to ensure continued compliance with state law and generally accepted cybersecurity best practices.

SECTION 3. That the records and documents related to the cybersecurity program are exempt from public records disclosure, consistent with Ohio Revised Code Section 9.64(E).

SECTION 4. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were conducted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in meetings open to the public in compliance with all legal requirements including Chapter 107 of the Codified Ordinances of the City of Willoughby.

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the inhabitants of the community; and for the further reason to meet the necessity to timely adopt a cybersecurity program to be in compliance with Section 9.64 of the Ohio Revised Code; and provided that it receives the affirmative vote of two-thirds of the members elected to Council, it shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor; otherwise, it shall be in full force and take effect from and after the earliest period allowed by law.

Adopted: December 16, 2025 [Signature]
President of Council

Attest: [Signature]
Clerk of Council

Date: 12.17.25 Approved: [Signature]
Mayor

Submitted to the Mayor for his approval on this 17th day of December, 2025.

[Signature]
Clerk of Council