

**CITY OF FORT MITCHELL, KENTUCKY
CITY COUNCIL MEETING VIA ZOOM TELECONFERENCE
MEETING AVAILABLE FOR VIEWING AT TBNK.ORG UNDER "TBNK TO GO"
June 1, 2020, 6:30 p.m.**

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

Mayor Jude Hehman, called the regular council meeting to order at 6:33 p.m., called roll and announced that there was a quorum.

MAYOR AND COUNCIL MEMBERS PRESENT

Mayor Jude Hehman, Scott McVey, Mary Burns, Jerry Deatherage, Kim Nachazel, Greg Pohlgeers and Michael Stoeckle, Vicki Boerger.

OTHERS PRESENT

Acting City Administrator and Police Chief, Andrew Schierberg; City Clerk/Treasurer, Amy Guenther; Public Works Director, Matt Stegman; Fire Chief, Adam Fuller, City Attorney, Claire Parsons; Park Director, Kyle Bennett; Programs & Communication Coordinator, Joe Christofield, and TBNK employee, Jason Dudas.

APPROVAL OF THE AGENDA

Mayor Jude Hehman asked if there were any changes to the agenda. Hearing none, Mr. Deatherage made a motion to approve the agenda. Mr. Pohlgeers seconded the motion. After asking for any discussion and hearing none, Mayor Jude Hehman called for a voice vote. The motion carried with all ayes.

Mr. Deatherage stated that in this country people have the rights of free speech and assembly to make our communities better and that everyone needs to commit to a better understanding and a peaceful resolution. Mr. Deatherage then asked for a moment of silence.

APPROVAL OF THE MINUTES

Mayor Hehman asked if there were any changes to the May 18, 2020 minutes. Hearing none, Mayor Hehman asked for a motion. Mr. Pohlgeers made a motion to approve the minutes of the May 18, 2020 council meeting. Mr. Stoeckle seconded the motion. After asking for discussion and hearing none, Mayor Hehman called for a voice vote. The motion passed by all ayes.

CITIZENS AND GUESTS

Mayor Jude Hehman asked City Administrator, Mr. Schierberg if there had been any questions or concerns emailed to him. Chief Schierberg stated that none were submitted.

MAYOR'S BUDGET MESSAGE

Mayor Hehman reads the budget message (see attached).

CITY ATTORNEY'S REPORT

Ms. Parsons performed a first reading of **Ordinance 2020-02: Amending Ordinance 2018-11: Salary Scales**. Mr. Deatherage asked how the wages were calculated. Mr. Schierberg stated that administration used the Northern Kentucky Area Development District's 2020 salary survey of Northern Kentucky cities and also applied inflation.

Ms. Parsons performed a first reading of **Ordinance 2020-03: Amended Budget 2019-20**. Ms. Guenther stated that all of the changes made since the budget meeting are in the Capital Replacement Fund and are shaded. The fire door needs to be repaired due to an accident and additional monies need to be included for the repair of the fire bay garage door and the city driveway project. The Mayor asked if there were any questions and council had none.

Ms. Parsons read **Ordinance 2020-04: Budget 2020-21**. Ms. Guenther stated that budgeted expenditures in the Capital Replacement Fund increased for items that are not going to be finished in the current 2019-20 budget year and needed to be moved to the 2020-21 budget and higher estimates for repairs to the building roof, gutters, police HVAC system and radio installation. The Mayor asked if there were any questions and council had none.

MAYOR'S REPORT

- Mayor Hehman introduced Joe Christofield as the new Programs and Communication Coordinator. Mr. Christofield has a degree in Communications. He was a former Community Recorder reporter, the City Clerk for Florence, Kentucky for 14 years and was recently the Communications and Public Relations Manager for Erlanger.
- The July 1st Council Meeting will be in person in the City building council room.
- The long time Fort Mitchell Barber, Jack Riley, passed away. We send condolences to his family.

CITY ADMINISTRATOR'S REPORT

- Three restaurants increased outdoor seating after the Emergency Executive Order the Mayor signed.
- The City submitted a grant for CARES Act funds for COVID-19 expenses.
- The Park Board is asking for \$250,000 of the \$500,000 transfer not to be a loan. Mayor Hehman stated that a contract will be developed for the park loan. Mr. Bennett stated that the park renovation bid came in at 1.6 million. The engineers and the Park Board are working on a revised request for bids to decrease the cost. Mr. Bennett would like to have the new request for bids issued June 22nd and with a deadline of July 10th. The Park Board will also look at increasing pavillion rentals fees to cover set up and cleaning costs. Ms. Burns asked if pickle ball lines will be painted on the tennis courts and Mr. Bennett said they would be. Mr. Bennett stated that one tennis net is down and will be replaced. Mr. Pohlgeers asked about opening the basketball courts. Mr. Bennett is looking at opening them June 29th, the playgrounds July 1st, and baseball fields June 15th. Mayor Hehman is meeting with Health Department and will hear additional COVID-19 opening guidance.

COUNCIL MEMBER COMMENTS

Ms. Nachazel asked if the water fountains could be open for dogs. Mayor Hehman stated that the City can hire a plumber to allow the dog fountains to work.

Ms. Burns asked if pool permits are being issued. Mr. Pohlgeers stated that PDS has been issuing building permits for pools.

DEPARTMENT HEADS' REPORTS

Fire Chief, Adam Fuller

- Chief Fuller reviewed the May Fire and EMS report. Calls are now back to normal level.
- The City applied for a staffing grant for four full-time fire and EMS employees. This grant requires no match and does not require the hired position to remain after the grant is complete.
- The fire department also applied for a grant for a retention and recruitment coordinator for volunteers.

Public Works Director, Matt Stegman

- The department has a new seasonal employee, Carter Blank.
- The driveway, drainage and sidewalk project in front of the City building will be complete next week.
- Work has begun on Ridge and West Orchard.
- The Orphanage Road sidewalk project will be finished tomorrow.
- The Highland Avenue storm sewer by Longmeadow will be under construction for the next couple of weeks.
- There is an emergency lateral repair on Watch Hill.

Police Chief, Andrew Schierberg

- Little Flour bakery was broken into. The police have video.
- The department sent an officer and K-9 to Newport for civil unrest.
- Helmet with face shield have been ordered for the police officers.

City Clerk/Treasurer, Amy Guenther

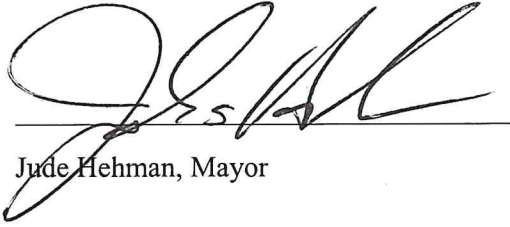
- The City Building is open for customers.
- Healthy at work procedures have been implemented.

EXECUTIVE SESSION

Mr. Pohlgeers made a motion to move to Executive Session pursuant to KRS 61.810(1) to discuss proposed or pending litigation against or on behalf of the public agency. Ms. Nachazel seconded the motion. Mayor Jude Hehman called for a voice vote. The motion carried with all ayes. Council exited the Zoom meeting to attend Executive Session at 7:33 p.m. Council returned from Executive Session at 7:52 p.m.

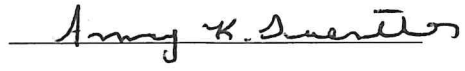
ADJOURNMENT

Mr. Burns made a motion at 7:52 p.m. to adjourn the City Council Meeting and Ms. Boerger seconded the motion. Mayor Hehman asked if there was any discussion or questions and hearing none, Mayor Hehman called for a voice vote. The motion carried unanimously.



Jude Hehman, Mayor

Prepared By:



Amy Guenther, City Clerk/Treasurer



MEMORANDUM

To: Members of City Council and Department Heads
From: Mayor Jude Hehman
Date: May 31, 2020
Subject: Executive Summary of the Budget for the Fiscal Year Ended June 30, 2021

The important role of our City government in protecting the lives and health of our residents has not, for decades – if not a generation, been as in-focus as it is today, during this global coronavirus pandemic. While COVID-19 has brought unprecedented challenges, our City's long-term commitment to maintaining a diverse revenue stream and healthy fund balance positions the City of Fort Mitchell to weather the ongoing financial uncertainty while still maintaining the level of service our residents expect.

This year's budget is focused mostly on the essentials. We are continuing the work outlined in our road plan to keep our city streets well-maintained. We are ensuring our fire and police departments are adequately staffed and trained to respond when you need them. This budget also provides funding for the administrative team because they are the backbone that keeps all the other parts of our City government working. Lastly, we have the opportunity to make a significant investment in General Ormsby Mitchell Park to make the park accessible for all of its users and to modernize this great public space for the next generation of users.

For decades, the City of Fort Mitchell has managed your tax dollars well. We've spent wisely and stayed within our means. This year will be no different. With that, I present the following summary of our Fiscal Year 2020-2021 budget.

General Fund

Revenues

Overall General Fund Revenue is budgeted to remain flat. Business revenues are budgeted to decrease 10% (\$800,000) due to the COVID-19 pandemic (this is a projection based on the sources of our revenue and the best data available today). This decrease in revenue is offset by the following:

1. \$200,000 in renegotiated contract revenue from Lakeside Park and Crestview Hills to provide EMS & Fire services,
2. \$300,000 will be received from a new utility franchise tax and
3. \$300,000 in suspended supplemental transfers to the Road Fund.

Expenses

The General Fund Expense budget increased less than 1% in total. Within the increase in expenses are:

1. Employee raises budgeted at 3.5% to maintain current staffing levels and help bring employee compensation to more competitive levels.
2. Health Insurance premiums increasing 5.0%.
3. Electric budgeted to increase 10.0% based on Duke Energies rate increases.
4. A new police cadet position to improve hiring pipeline, relieve administrative tasks from patrol officers, and serve as a crossing guard.
5. Anticipated cost savings through bidding Information Technology services to save costs.
6. Replacement of worn out fire hose.
7. Continuation of beautification planning for the gateways and historic business district.

Municipal Road Aid Fund

The City has budgeted for normal road maintenance and snow removal, as well as wrap up of the Orphanage Road sidewalk. \$105,000 is budgeted for the Bromley/Crescent Springs road project with Kenton County, \$15,000 for an ongoing study of Beechwood Road safety project, \$20,000 for Beechwood Road sidewalk (Grandview to Ft. Mitchell Place).

Park Tax Fund

The Park board will be improving General Ormsby Mitchel Park based on resident feedback. These improvements include additional parking, realigning the baseball field, developing a walking trail, and constructing of new pavilion.

Road Tax Fund

Maintaining roads is always a priority of the City. This budget includes resurfacing of Highland Avenue, Oak Street, Coleman Avenue, Virginia Avenue, Royal Drive and Anthony Lane; reconstruction of West Orchard, Ridge Road, Watch Hill Road, Grace Avenue, Deauville Court entrance, Ana Jo Lane and some Dixie Highway curbs. The City will continue to reserve funds for a study and design plan for a Buttermilk-Orphanage realignment by the State. This alignment plan would reduce dangerous traffic situations that currently exist while allowing for well-planned business and residential development.

Capital Fund

The Capital Replacement Fund includes sidewalk repairs, old HVAC system replacement, windows, public works fence, council room technology, phone system, public works garage planning and an electronic outdoor sign to improve communication with residents. It also includes improvements to the firefighter dorm rooms (made even more important by the need for separation during the pandemic). The budget also includes purchases of two police vehicles, one fire truck, an ambulance and turn out gear for the firefighters. The City will continue to plan for future capital purchases and annually contribute to the Capital Replacement Fund to keep the city fiscally strong.

Conclusion

As a city, we provide services that are of the highest quality, making Fort Mitchell one of the most desirable places to live in Northern Kentucky. I am presenting a fiscally responsible budget that allows us to strengthen our community through targeted investments and continue the momentum of years past in moving our city forward. Thank you for reviewing and considering the information and issues contained in my report. I look forward to discussing the budget with you.

Respectfully,

Jude Hehman
Mayor