

**CITY OF PARK HILLS
FINANCIAL OVERSIGHT COMMITTEE MEETING MINUTES
MONDAY, December 2, 2019***

*The Committee agenda incorrectly listed the date as December 7.

Meeting was held in Council Chambers (1106 Amsterdam Road)

Present: Mayor Kathy Zembrodt, Councilmembers Kevin Theissen, Joe Shields and Pam Spoor,
Committee Member Gary Huff

Absent: Committee Member Greg Johnson

1. Update: Budget comparison presentation

Councilmember Theissen presented his first draft of this presentation. Committee members provided input and Councilmember Theissen will make edits accordingly.

2. Update: Financial primer

Councilmember Theissen will fold this information into the general presentation to make it one presentation that covers financial primers and budget detail.

3. Update: Contract review

Councilmember Spoor volunteered to head up the contract review.

4. Update: Capital Improvement Plan

Councilmember Shields volunteered to head up the CIP, which is designed to both inform the FY20-21 City budget and identify needs for future FYs.

5. Timing for above

The CIP needs to be completed in February 2020 in order to provide Mayor Zembrodt with the input she needs to develop the FY20-21 budget. Mayor Zembrodt and Councilmember Shields will meet with department heads in January.

6. City Taxes: status of data collection

Councilmember Shields will reach out to the Northern Kentucky Area Development District (NKADD) to arrange for an NKADD expert to consult with the Committee with regard to the compensating rate.

7. Discussion: car stickers

While no decisions were made, the Committee discussed how best to approach collection of these taxes. The discussion will continue.