

THE PARK HILLS CITY COUNCIL HELD A SPECIAL CAUCUS MEETING ON MONDAY, MARCH 28, 2022, AT 6:30 PM. DUE TO COVID-19, THE CITY HELD A VIRTUAL MEETING WHICH STREAMED LIVE THROUGH TBNK WITH MAYOR, KATHY ZEMBRODT PRESIDING.

COUNCILMEMBERS PRESENT: PAMELA SPOOR, SARAH FROELICH, STEVE ELKINS AND TONY DARIN

DR. KEVIN DOWNES AND JOE SHIELDS JOINED THE MEETING AT 7:00

Call to Order

Pledge of Allegiance

Roll Call

I. Discussion of proposed 2022-2023 budget

Mayor Zembrodt began the discussion by going over some of the revenue lines. She would like to increase the payroll and real estate tax lines as she believes they will generate more income next year. Employees will receive a 4% across the board raise. Ms. Froelich asked about the budgeted pension lines and if it is based on the new rate. Mayor Zembrodt replied it is and that the rate should start leveling off. Ms. Froelich also inquired about the utility expenses and wonders if it will be enough. She also noticed the city building maintenance line was well over budget. The mayor replied that the utility numbers were increased slightly. Mayor Zembrodt stated that most of the city building maintenance was done this year instead of next year as originally planned. The offices had new paint, ceiling tiles and floors/carpeting installed. The police department had a small kitchenette area installed.

The mayor would like to plan on buying a new cruiser each year. She would like to continue to put \$81,000 from the general fund into the capital fund each year to keep up with purchases. The Capital Improvement Plan goes out 5 years instead of 10 because the 10-year plan had the city borrowing money. Next year, the mayor would like to see a 10-year plan put into place. She is also keeping \$12,000 in the budget for a meeting space in case something becomes available.

Ms. Spoor would like to reserve some money for replacing and/or repairing the play equipment in Trolley Park. Mayor Zembrodt stated it could be incorporated into the capital plan. Ms. Froelich asked if a park was planned for the other side of Dixie Highway. The mayor replied that there isn't really any land available but is receptive to any ideas.

Ms. Spoor would like to replace, or modernize, the city's entry way signs. She would like to allocate \$4,000 per sign. Mr. Elkins reminded everyone that the Amsterdam/Sleepy Hollow sign will be put on hold due to the planned Amsterdam Road repair project.

Mr. Shields asked why the Public Works workers' compensation line was so high. The clerk replied that it must be a typo but will check on it. Ms. Spoor also noticed that the part time Public Works line has increased from \$5,000 to \$8,000 and asked if that was an

adequate amount. The mayor replied that Mr. Finke painted the street posts and signs this year and believes \$8,000 will be enough for next year.

Next years' EMS contract with Ft. Wright went up by \$4,000 per our contract with them. The mayor will begin budgeting the restricted funds after we get the invoice for the new curb put in on Lawton Road. Discussion took place regarding the curb as well as other street repairs.

II. Location for meetings

Ms. Froelich stated the meeting space on the Capital Improvement Plan is at \$24,000 over the next four years but also shows \$12,000 from the general fund for a space. The mayor explained that the \$24,000 each year would go toward the purchase of a place. If we lease a spot, we will use the \$12,000. She would like to hold our next meeting in the Chambers and have TBNK there to stream it. If there is an overflow of people, they could watch the stream in the fire department. Mr. Shields is concerned about the ADA requirements. Mayor Zembrodt replied that is why the meeting would be streamed to the fire department. She will check with our city attorney. She stated that we could possibly use the lower level of the Garden's. Ms. Spoor believes this would be a more preferable space than either the Chambers or the fire department. Mr. Shields agreed and wonders if we could commit to a year and find a space there to leave our things. The mayor stated she would set up another meeting with them. In the meantime, she would like to have our next meeting be virtual if we are unable to use the Garden's space.

Mr. Shields brought up the flag project that was presented to Council at the last meeting. He is not in favor of it as he believes it does not brand the city. He would rather see flags go up that reflect what Park Hills is about, i.e.: trees, etc. Mayor Zembrodt counted 19 poles that could be used along Dixie Highway but they are all on one side. The poles in front of the strip and CCH already have flags on them. Dr. Downes believes there are other things the city needs to focus on right now besides flags. Mr. Elkins believes these are valid points and would like the Economic Development Committee to meet and develop an overview. Ms. Spoor would like to not continue hanging banners once the current ones wear out due to the difficulty and danger of hanging and maintaining them. The mayor would like to put the flags up with pictures of past Park Hills' veterans for the Memorial Day parade.

Mr. Shields would also like to discuss signage with the Economic Development Committee and other ways to retain our businesses and make the city a place people want to do business. This will also include infrastructure beginning with the entry way signs. Mr. Elkins would like to extend a thank you to Mike Conway and Pat Flannery on all the work they've done putting together their proposed flag project.

The city clerk will update the names of committee members on the city's website. Mayor Zembrodt will also reach out to business owners in the city to see if there is any interest in reviving the Business Association. Mr. Shields would also like the association to engage those who work from home.

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7:51 Motion to adjourn from Special Caucus meeting was made by Mr. Shields; seconded by Dr. Downes.

Mayor, Kathy Zembrodt

ATTEST:

City Clerk