

**MINUTES OF A MEETING  
OF THE BOARD OF COUNCIL OF THE  
CITY OF FORT THOMAS,  
CAMPBELL COUNTY, KENTUCKY, ON  
MONDAY, JUNE 7, 2021**

Mayor Eric Haas called the meeting of council to order at 7:00 p.m. on Monday, June 7, 2021. City Clerk, Melissa Beckett called the roll and the following council members were present: Lisa Kelly, Ben Pendery, Ken Bowman, Jeff Bezold, Adam Blau and Connie Grubbs. Staff members in attendance included: City Administrative Officer Ron Dill, City Clerk Melissa Beckett, Assistant City Administrator/Finance Director Joe Ewald, Fire Chief Chris Amon, Police Chief Casey Kilgore and City Attorney Tim Schneider.

**Minutes**

The minutes from the May 17, 2021 meeting were presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Bezold to approve the minutes as written. Mayor Haas called for a voice vote and the motion passed unanimously.

**Visitors and Communications**

**Noah Wormald, Eagle Scout Proclamation: Mayor Eric Haas:** Mayor Haas presented Noah Wormald with a proclamation honoring his achievement as Eagle Scout and thanked him for his project, a shelter at the Highland Hills Park Dog Park.

Trevor Baker of Highland Heights addressed council regarding the disk golf course at Highland Park. Disk golf is becoming a very popular sport and he would like to see it re-vamped. Ron Dill noted that upgrading the disk golf course is part of the projects to be done in Highland Park.

**New Business**

**FY 2021/2022 Budget Message: Mayor Eric Haas:** Mayor Haas read the budget message for the FY 2021/2022 proposed budget.

**City Budget Message**

Fiscal Year 2021-2022 Proposed Budget

June 7, 2021

Dear Citizens and Board of Council,

City administration met virtually with the Finance Committee of Council to review this proposed budget and have submitted a favorable report, which recommends adoption by this Board of Council.

This budget, compiled as we exit a global pandemic, was a welcome change from the last year's budget, which adopted in a time of much uncertainty. However, the end of this crisis still finds the City on sound financial footing, allowing us to continue implementation of our updated Community Plan. For FY21-22, you will see this trend continue with projects in Tower Park, Highland Park, the Central Business District, and the City Building itself. City reserves or debt have been earmarked to keep moving forward.

Additional Capital Improvements for Fiscal Year 2021-2022 include the resurfacing and reconstruction of those streets in need of repair as well as the final completion of the North Fort Thomas sidewalk project. Funds have also been set aside for scheduled vehicle and equipment replacements, which this year include police vehicles and dump trucks.

### **General Fund**

This year's General Fund budget covers all personnel, supplies and equipment needed to deliver the necessary public services and programs authorized by the Board of Council. For Fiscal Year 2021-2022, the General Fund is projected to have a positive balance of revenues over expenditures of \$2,640.

The projected revenues in the General Fund total \$13,983,450, which represents a 3.1% increase over the prior year. Even as we recover from the economic effects of COVID-19, we have maintained conservative projections. Nearly half of our revenues (43.9%) come from city payroll and business taxes, which have been adjusted to better reflect actual revenues. Additionally, this budget does include the use of \$550,000 in reserve funds for both the Community Plan projects and necessary capital purchases outlined above.

Additionally, the City has again decided, in response to those citizens affected by the COVID-19 pandemic, to freeze the real estate tax rate at \$3.97 per \$1,000 of valuation. This is the same rate we have adopted since 2019, as this is the second straight year the rate will remain unchanged. While it's not much, we believe that anything we can do to aid in recovery is well worth doing.

General Fund expenditures total \$13,980,810, a 3.1% increase over Fiscal Year 2020-2021. This increase is more in line with our usual expenditure increase, as we are again saddled with pension contribution increases, among other things. That said we rarely have much in the budget for discretionary spending, which remains constant for Fiscal Year 2021-2022.

### **Other Funds**

In order to maintain the City's commitment to the continued improvement of public infrastructure, and in order to complete street projects that were delayed by COVID-19, we have budgeted about \$800,000 in normal street and sidewalk improvements for the upcoming Fiscal Year. Also budgeted is \$200,000 for the repair of a City-owned bridge on Rossford Avenue and \$75,000 for traffic improvements on Chesapeake Avenue.

Finally, the City's **Community Plan Implementation / CBD Fund** handles debt service on bonds that were issued for the refinancing of previous debt and the renovation of the City Building. This fund will also continue as a central point for all projects related to the City's Community Plan. This includes the completion of playground structures at Tower Park Shelter #3 and the Tower Park Softball Field, public parking associated with the One Highland development in the City's Central Business District, and the renovations and improvements to the City Building. As we continue to work on Community Plan projects, this fund will continue to serve as a central point for the budgeting of all associated revenues and expenses.

### **Summary**

As the country reopens after more than 15 months of COVID-related closures, shutdowns, and stoppages, the City of Fort Thomas can proudly say that we weathered the storm quite well. Revenues have remained steady and expenditures have kept under control. Most importantly, our conservative posture over the last several years put us in a position to continue with important projects and improvements. With that in mind, the City will strive to provide the same high-level services our population has come to expect in the most efficient way we can.

Respectfully Submitted:

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Eric Haas, Mayor

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Ronald J. Dill, City Administrative Officer

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Joseph Ewald, Director of Finance

**Report from the Finance Committee of Council: Ben Pendery, Chair:** Mr. Pendery reported for the Finance Committee of Council. The report read as follows:

We the undersigned members of the Finance Committee of Council hereby report that we have met with the city administration on June 3, 2021. The following issues were on the agenda:

First, the committee reviewed and discussed the proposed Fiscal Year 2021-2022 budget document, including all City funds. The Finance Committee is of the opinion that the proposed budget, as submitted, will enable the City to deliver public services and programs consistent with current service levels and accomplish the broader City policies as established by the Board of Council. It is the recommendation of the Finance Committee that the Board of Council approve the proposed budget and move forward with its adoption in accordance with the law.

Second, the committee was provided with the proposed amendments to the Fiscal Year 2020-2021. These amendments include increases in General Fund revenues and expenditures. The KDOT, Health Insurance, Debt Service and CBD Funds were also amended to better match actual revenues and expenditures. It is the recommendation of the Finance Committee that the Board of Council approve the proposed budget amendments.

Signed:

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Ben Pendery, Chairman

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Lisa Kelly, Member

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Jeff Bezold, Member

**Consideration of 2021 Street Resurfacing Bid – Waterworks Road:** Bid proposals were received and publicly read on Wednesday May 19<sup>th</sup>. The city received three proposals from Eaton Asphalt & Paving in the amount of \$342,585.20; Riegler Blacktop Inc. for \$345,975.25 and Paul Michaels & Sons for \$425,240.75. Staff recommends acceptance of the bid received from Eaton Asphalt & Paving in the amount of **\$342,585.20**. This bid is approximately \$73,200 below engineer’s estimate. A motion was made by Mr. Bezold and seconded by Mr. Bowman to approve the bid from Eaton Asphalt in the amount of \$342,585.20. Upon call of the roll, the following members voted “aye” – Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Bezold, Mr. Blau, and Ms. Grubbs. Voting “no” – none. The motion passed by a unanimous vote.

**Consideration of 2021 Street Reconstruction Bid – Wilbers Lane:** Bid proposals were received and publicly read on Wednesday May 19<sup>th</sup>. The city received two proposals from Eaton Asphalt & Paving in the amount of \$423,849.00 and Riegler Blacktop Inc. for \$367,925.88. The bids did slightly exceed

engineer's estimate but not significantly given the scope of the project. Staff recommends acceptance of the bid received from Riegler Blacktop, Inc. in the amount of **\$376,925.88**. A motion was made by Mr. Bezold and seconded by Mr. Bowman to accept the bid from Riegler Blacktop in the amount of \$376,925.88. Upon call of the roll, the following members voted "aye" – Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Bezold, Mr. Blau, and Ms. Grubbs. Voting "no" – none. The motion passed by a unanimous vote.

## **Reports of Officers**

### **City Administrator's Report: Ron Dill**

**Highland Park Upgrades:** Ron reviewed concept plans for projects to be done at lower Highland Park. A splash park, a skate park, and a practice field are a few of the proposed upgrades.

Ken Bowman asked for the city to consider installing car charging stations in both the city building renovation plan and the One Highland development using the funding from the Volkswagen diesel settlement. Ron Dill noted that the city is working with Southbank Partners on this and it is on the radar for consideration.

**Personnel:** Julie Rice, General Services Administrative Assistant has announced her retirement effective August 31<sup>st</sup>. Julie worked in the Finance Department for 13 years originally and then moved to the General Services Department in 2006. The position will soon be posted and advertised so we can overlap her replacement.....she will be missed!

Debbie Buckley was given a proper sendoff at the end of May; Chanda Calentine will begin with us on July 1<sup>st</sup>.

**N. Ft. Thomas Ave. Sidewalk Project:** TMS Construction has made significant progress with only two small sections of sidewalk remaining to be poured and yard restorations. They will be completed within the next couple of weeks. On another related note, the City of Dayton has recently awarded TMS Construction a contract for sidewalk construction from 7<sup>th</sup> Ave. to Walnut Park along Dayton Pike. This will leave a small section between the corporation line and their project that they have already applied for grant funding.

**2020 Street Program:** General Services crews will be completing final work on curbs and sidewalks and N. Ft. Thomas Ave. sidewalk is nearing completion. Riegler Blacktop, Inc. is scheduled to perform resurfacing in July.

**City Building Update:** The work on relocation of the underground utility for the tower to the rear of the building is completed and operational. They will install their perimeter fencing after the addition is completed. Graybach has initiated construction of the addition on the rear of the building. The roof replacement is underway and the front/side façade panels have been removed. The ductwork is being installed on the second floor and sprinkler lines on the lower level. The sidewalk in front of the building will be blocked beginning next week as they begin work in the front yard areas of the building. City staff are considering options for a temporary walkway in the parking lane until work is complete on the front of the building.

## **Ordinances, Resolutions, and Orders**

**Ordinance No. O-06-2021:** First Reading of an Ordinance establishing provisions for the establishment of an Entertainment District was presented to council. This ordinance will be laid over to the next regular meeting of council for consideration.

**Ordinance No. O-07-2021:** First Reading of an Ordinance establishing compensation for city employees was presented to council. This ordinance represents the terms of the respective labor union agreements and a 3.5% adjustment to the administrative staff. This ordinance will be laid over to the next regular meeting of council for consideration.

**Ordinance No. O-08-2021:** First Reading of an Ordinance amending the Personnel and Pay Classification Plan was presented to council. This ordinance will be laid over to the next regular meeting of council for consideration.

**Ordinance No. O-09-2021:** First Reading of an Ordinance amending the 2020-2021 fiscal year budget was presented to council. The budget amendments are primarily housekeeping in nature and are itemized in the ordinance. This ordinance will be laid over to the next regular meeting of council for consideration.

**Ordinance No. O-10-2021:** First Reading of an Ordinance adopting the 2021-2022 fiscal year budget was presented to council. This ordinance will be laid over to the next regular meeting of council for consideration.

**Resolution No R-07-2021:** A Resolution authorizing the Mayor to sign documents necessary to be eligible for American Rescue plan funding was presented to council for consideration. A motion was made by Mr. Bezold and seconded by Mr. Blau to approve resolution R-07-2021. Upon call of the roll, the following members voted “aye” – Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Bezold, Mr. Blau, and Ms. Grubbs. Voting “no” – none. The motion passed by a unanimous vote.

With no further business to come before council, the meeting was adjourned.

APPROVED:

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Eric Haas, Mayor

ATTEST:

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Melissa K. Beckett, City Clerk