

CAUCUS MEETING MINUTES
ERLANGER CITY COUNCIL
February 15, 2022

Mayor Jessica Fette called the caucus meeting of the Erlanger City Council to order in the City of Erlanger Council Chambers at 7:00 p.m., Tuesday, February 15, 2022.

The following Members of Council were present: Tom Cahill, Steven Doan, Ryan Nicole Elmore, Tyson Hermes, Jennifer Jasper-Lucas, Stephen Knipper, Vicki Kyle, Gary Meyer, Diana Niceley, Rebecca Reckers, Don Skidmore, and Renee Skidmore.

Also present were: Mayor Jessica Fette, City Administrator Matt Kremer, Building and Zoning Administrator Mark Stewart, Chief of Police Kyle Rader, City Clerk Sherry Hoffman, Director of Economic Development/ACAO Emi Randall, Director of Finance Kara Kramer, Public Works Director Peter Glenn, Fire/EMS Assistant Chief Dave McQuerry, and City Attorney Jack Gatlin.

CAUCUS DISCUSSIONS

Meeting Policy and Procedures Draft Municipal Order - Councilwoman Rebecca Reckers

- Discussion - Proposed changes to current procedures for meetings of the city council
 1. Add Task Forces to Ad Hoc Committees and include the following requirements:
 - A. Mission Statement
 - B. Meet quarterly at a minimum
 - C. At least five people in attendance routinely
 - D. Projected timeline
 - E. No overlapping of meetings
 - F. Location of meetings
 - G. Timeline to submit Minutes
- Action Requested
 1. Mr. Gatlin to change the word "shall" to "should" in Section 1 (4)(e)
 2. Reading of municipal order at the March 1, 2022 regular council meeting

City Parks FY22 Budget Amendment - Director Peter Glenn

- Discussion
 1. \$150,000.00 available in the Capital Streets account after all projects had been bid and under contract
 2. \$150,000.00 needed in the Capital Streets account to complete work at Silverlake Park that was not completed during FY21
- Action Requested
 1. Move \$150,000.00 from the Capital Streets account into the Capital Parks account
 2. First reading of a FY22 budget amendment ordinance at the March 1, 2022 regular council meeting

Depot Museum Projects, Bids, and Budget - Mayor Jessica Fette

- Discussion
 1. Bids received for the landscape and drainage project exceeded what was allocated
 2. Bids received for the museum interior renovation projects also exceeded what was allocated
- Action Required
 1. Further examine scope of work
 2. Postpone FY22 projects and revisit projects in FY23

EDGE Incentive Ordinance Proposed Non-Substantive Changes - Director/ACAO Emi Randall

- Discussion - Proposed non-substantive additional language to the ordinance
 1. Proposed language - Any additional investments and incentives associated with the development of the property, such as infrastructure investments or incentives such as TIF districts or industrial revenue bonds
- Action Requested
 1. Mr. Gatlin to add proposed additional language
 2. Second reading of the amended ordinance at the March 1, 2022 regular council meeting

Emergency Preparation Task Force - Councilman Stephen Knipper

- Discussion
 1. Create new task force called the Emergency Preparation Task Force
 2. Stephen Knipper to serve as Chair of task force
- Action Required
 1. Development of team

ADJOURNMENT

M/S, Meyer-Hermes, to adjourn the caucus meeting at 7:51 p.m. All ayes, no nays, motion carried.

ATTEST:

Sherry Hoffman, City Clerk