

**CITY OF LYNDON
CAUCUS MEETING MINUTES
MONDAY, APRIL 15, 2024**

Mayor Brent Hagan called the Caucus Meeting to order at 6:00 p.m. Those present: Susan Barto, Mardy Sidebottom, Jenny Benner, Carla Nalley, Becky Ricketts, Vicki Stanley, Amy Stuber and Attorney John Singler. Guests were also present.

Mayor Hagan made council aware the May Council Meeting will fall on Memorial Day. He asked the council to consider moving council meeting to May 20th. A determination will be made Monday at Council Meeting. He also announced the grounds maintenance contract expires this year and city will be putting out bids to be opened at May meeting.

Mayor Hagan informed council the 2nd reading of the ordinance pertaining to revision of the penalty section of the business license and occupational tax ordinance will be up for action at Council Meeting. Jenny Benner asked if someone could attend and explain the change before council makes decision. City Attorney, John Singler explained the city's tax specialist, NaomiRose Paulin, caught a discrepancy in our ordinance that needed to comply with the KRS. Mayor Hagan said he will ask if Ms. Paulin can attend the meeting.

The next item on the agenda for Monday is the 1st reading of the 2024-2025 Budget. Mayor Hagan went through each line item of revenue and appropriations. In summary, questions were asked on a few details and a few estimations were changed. The Mayor made sure the council understood this is a preliminary budget and it can always be amended if needed.

Only highlighting the major discussions and changes, the first change was on the property tax discount. Amy Stuber brought up the budget last year was based on the actual amounts received and this year should reflect the same. Change was noted. A discussion was held on the 24-25 budget estimations on occupational tax since it is a new tax and there is no past revenue to base it on. Those in discussion decided to estimate \$3,000,000 for occupational tax. The next question from Ms. Stuber involved the franchise fee actual revenue. What shows as projected for the current budget is off quite a bit from what we have received and the Mayor stated he would ask the Treasurer of those details and get back with council. He continued through several more line items and discussions were held. Ms. Ricketts and Ms. Stuber asked why the KLEFPF (reimbursement from Kentucky Law Enforcement) is shown to be \$0 at this time. The mayor gave a confirmation to verify and answer by next Monday. Also, the estimate for police contracts was questioned by Ms. Benner, showing actual received to double by the end of June. Mayor will get clarification from the Treasurer on those as well. Totals were refigured and Mayor reiterated he will have more details on questionable estimations before the first reading. More discussion was held about preliminary estimations on occupational tax.

Mayor Hagan noted the current budget will need to be amended for general government and police. It is not uncommon to amend a budget because of unknown circumstances.

Next, Mayor itemized each appropriation. Question from Ms. Ricketts asked if the police contribution of retirement system should be on their own budget, Ms. Stuber agreed. Mayor Hagan explained that police budget is part of the general government line item but for purposes of understanding, it can be separated on the spreadsheet. This was also brought up for insurance, to remove police from council worksheet and add that on their own detailed budget. Mayor Hagan agreed. After the Mayor mentioned a few repairs the City Hall building needs, Ms. Benner suggested increasing the estimation for that line item since it was mentioned at an earlier meeting that a new roof is needed. He stated he would try get some estimations for a new roof and possibly solar panels to be by the 2nd reading of the budget. Continuing on, it was noticed police appropriations were included on the travel line item and payroll taxes and will be recategorized.

Major categories of appropriations include Capital Budget, Sanitation, Public Works, Public Safety and Community Development and each were itemized. The Mayor explained in the capital project sections, the most important projects in dire need are the Lyndon Lane Streetscape in order to comply with KYTC. The Mayor informed council the pavers need to be removed because they are deemed hazardous. Also the street-widening projects on Etawah, Witawanga and Ormsby Lane. Time was spent discussing details of Public Safety (Police) category. Ms. Ricketts asked what the vehicle expense involved and what the plan is for buying/selling cars. Mayor Hagan informed her of his plan to lease in the future and they discussed personal use of the vehicles. Police Chief, Rob Schroeder also answered some of her questions. Health and wellness needs were also discussed. Chief Schroeder stated his support for the need of programs that give officers not only physical wellness but also mental health through counseling or psychologist that may not be covered under personal insurance. Mayor Hagan went through the remainder of the line items relating to Community Development.

Vicki Stanley asked for clarification on the total difference of 2023-2024 and actual revenue received as of 3/31/24. After discussion Mr. Singler declared it was capital projects budgeted was a significant amount more than actually spent. Mayor Hagan stated he will make the changes mentioned tonight and email a new packet this week. Ms. Ricketts related back to previous police discussion and asked about the \$2400 expense for 4 pistols if the officers purchased their own service weapon. Chief Schroeder informed her on rare occasion, if an officer's gun is taken for a criminal investigation, the need for a potential back-up weapon would replace theirs and the officer has one to carry.

Mayor Hagan went over other items in addition to the 2nd reading of ordinance mentioned earlier that will be on agenda for Council Meeting. 1st reading of the Tax Ordinance, 1st reading of the Budget Ordinance.

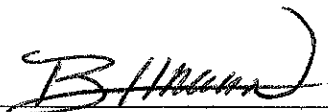
Ms. Stanley asked about making more changes to budget ordinance if needed. The Mayor told her council has until 2nd reading and action which will be in May. She also spoke about a webinar she joined regarding city engineers and what they are responsible for. Discussion was held.

Ms. Benner asked if playground equipment updates will be added into budget. Mayor stated it is not high priority. He suggested to wait because cost are high and it is relevant with the time

period. She asked the Mayor what his priorities were for the budget so council can be mindful before approving. He said he will include a Mayor's message with the updated budget packet that will address those priorities. Ms. Benner asked about a line item within the police budget that mentions longevity awards since our department is fairly new. Chief Schroeder made her aware the agency was created long before it was Lyndon's, therefore there are officers who have been employed before 2010. These are incentives for them to stay with the agency. Amy Stuber asked if the city needs to consider evaluating the pay for seasoned officers. Chief stated he will always support paying officers more.

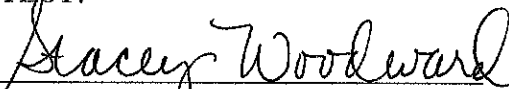
Ms. Stanley reminded the council, LMH Architects will have their report on the Police Headquarter re-design next Monday and she asked if it should be on agenda. The Mayor stated it will be if they decide to take action.

Meeting adjourned at 7:45 p.m.



Brent Hagan, Mayor

ATTEST:



Stacey Woodward, City Clerk