

**Caucus Meeting
June 11, 2025**

Mayor Heather Jansen called the June 11, 2025 City of Villa Hills Caucus meeting to order at 6:30 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Those in attendance were:

**Mayor Jansen
P. Kennedy
S. Ringo
C. Stover
S. Thompson
S. Wadsworth**

**Shelbi Shultz, City Attorney
Craig T. Bohman, City Administrator
Jennifer Lipson, City Clerk
Matt Hall, Police Chief**

Mr. Bilz was absent

A quorum was present.

Legislation:

Ms. Shultz presented the following Legislation:

1st Reading and Discussion of draft Ordinance 2025-F (amended)

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky, Pursuant to KRS 91A.030(10) for the fiscal year beginning July 1, 2025 and ending June 30, 2026, by estimating revenues and resources and appropriating funds for the operation of city government and providing that no monies shall be expended by or on behalf of The City of Villa Hills except in accordance herewith.

- Mr. Bohman advised that several adjustments had been made to the proposed budget, including Kenton County School Board SRO amounts; Capital Fund was increased \$60,000, with portion coming from Crescent Springs Police contract; KLC Insurance amounts were received, and those numbers were adjusted. There will be approximately \$100,000 contract credit back to Crescent Springs; and \$50,991 anticipated surplus.
- Mr. Ringo inquired if the overtime caused by police vacancies is calculated into Crescent Springs contract. Mr. Bohman advised that they are part of the overall calculations.
- There was discussion about the City Engineer. The current contract is with Prime Engineering, they are moving away from engineering for cities and therefore requested that the city put out an RFP, which was already due to be performed this year for grant purposes. There were three RFPs received, one

of which was from West Virginia, the committee has begun reviewing and interviewing the companies.

- Mr. Bohman advised Mr. Ringo and Mr. Kennedy that there was \$30,000 in current year budget for Field 5, but to date only \$5,000 had been used and the work would not be completed in time. With money in the proposed budget to cover the work in the next fiscal year, he inquired if the \$25,000 balance should be moved to reserves. Mr. Ringo advised that he was speaking with Mr. Yelton who had asked for a new drag for the fields at a cost of \$6,500. Mr. Ringo would like Public Works to add the requested drag and pay for from that budget line.
- Ms. Stover outlined areas that she would like to discuss further included requests for the FLOCK cameras, the Facility study, and the storage shed.
- There was extensive discussion regarding the facility study and whether a study would be necessary to determine if a new building would be necessary. Council would rather see the \$30,000 be used to fix existing problems and put towards the cost of any necessary expansions to existing buildings. There are no known studies that have been done on the facilities and needs in the past, the Administration offices moved to the house that was purchased in 2007, and Police took over most of the original building. Police have had issues with black mold, flooding, and are out of space for the evidence room. Some areas in the Police Department are likely not to pass the next Accreditation unless improvements are made. Council discussed if they were to build a new office, where would it be built and who would it house.
- Council requested that the \$30,000 be removed from the proposed budget and advised more information is needed.
- Council discussed the requested storage shed by Public Works. Mr. Yelton was not present. Council asked that he attend the Council meeting to advise details on the shed and a proposed location before they decide on this item in the budget.
- Council had extensive discussion regarding FLOCK cameras. There are varying opinions on the integrity of the company. Ms. Wadsworth shared information that she had requested from the company and received. The statement advised that the company will not be supplying dark web data. The NOVA system where the data in question is shared is not the system that the Police are requesting. She advised that the CEO started the company to help eliminate neighborhood crime. The cameras requested only capture a still photo showing the rear of the vehicle, which would give the license plate, the make, model and color of car and anything that may be on the rear portion of the car. The photo does not capture occupants of the vehicle. These images are deleted in 30 days.
- Ms. Stover shared information that she had gathered from Fort Mitchell, Lakeside Park/Crestview Hills, and Florence Police Departments. She advised that all of these placed the cameras in commercial areas and she felt Villa Hills did not have a need for cameras due to not having much commercial in the City.
- Mr. Ringo noted that existing private cameras in the city and that everyone is already on camera.

- Mr. Thompson reiterated his opposition to the government collecting license plate information.
- Responding to a question from Ms. Stover, Chief Hall shared that participating Police departments in the area would be part of a subscription that would allow for shared information from the data collected. No other companies are permitted this access to the system. The only way to have a search conducted on a department's cameras is by providing an assigned case number and other details from the case. Then the officers can query the files for vehicles. If a vehicle is entered into NCIC – a crime database, it must be entered by dispatch and will require case details.
- Additional questions raised by Ms. Stover and Mr. Kennedy were answered by Chief Hall.
- Council asked Chief Hall where Crescent Springs was on approving the cameras. He advised that the department had requested 3 cameras from them, for major entries to their area, and that it appears that Crescent Springs will be approving. If they approve, they will be paying for the cameras directly.
- Council did not make a decision on the FLOCK cameras in the budget at this time.

1st Reading and discussion of draft Ordinance 2025-G (amended)

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky, amending the City's budget and Ordinance 2024-2 by adjusting revenue and expenses in the General Fund, the Capital Fund, and the TIF Fund. This is an amended budget ordinance for the City of Villa Hills, Kentucky pursuant to KRS 91a.030(10) for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025, by estimating revenues and resources and appropriating funds for the operation of city government and providing that no monies shall be expended by or on behalf of the City of Villa Hills except in accordance herewith.

Mr. Bohman advised that this was being re-read due to a typographical error in the original summary of the ordinance, no other changes have been made since the last read.

General Discussion:

Ms. Stover thanked those who assisted with organizing the Citywide Yard Sale in May.

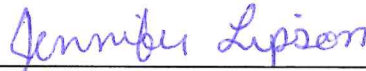
Mr. Ringo advised that the restrooms at Franzen were overwhelmed and that work needs to be done on the sewer pipes to the building. The building belongs to the Civic Club, but he would like the city to assist in the repairs as part of the lease. Mr. Kennedy advised that part of the pipe issue has been resolved, as there was a missing cap in one area and it appears that a child dropped a rock, which caused the sewer backup.

Ms. Wadsworth suggested that the Police or City share information at schools when they resume in the fall regarding electric scooters, safety and proper usage. It was suggested to have the SROs at the schools share the information with students.

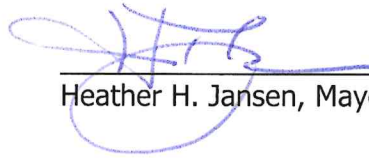
At 7:59 p.m. a motion was made by Mr. Ringo, seconded by Ms. Stover to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 8:00 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather H. Jansen, Mayor