

**CITY OF HIGHLAND HEIGHTS**  
**Regular Council Meeting Minutes**  
**March 19, 2024**  
**Approved: April 16, 2024**

On Tuesday, March 19, 2024 at 7:08 p.m. Mayor Meyers called the regular Council meeting to order at 176 Johns Hill Road.

**Council Members Present:** Mayor Gregory Meyers, Councilmembers Deborah Ball, Gary Chinn, John Braun, Alex Bramel, John Hoffert. A quorum was present.

**Council Members Absent:** Mayor Meyers announced that councilmember Heinrich was unable to attend the meeting.

**Staff Present:** City Administrator, Michael Giffen; City Clerk/Treasurer, Jeanne Pettit; Attorney, Michelle Eviston.

**Minutes for Approval**

- **Regular Meeting Minutes of March 5, 2024.** These minutes had been previously emailed to the Mayor, Council Members, and City Staff for review.
- **Action Taken:** Member Bramel made a motion to accept the minutes from the regular council meeting held March 5, 2024. Seconded by Member Chinn. Discussion: None. Yes: 4, Abstain: 1. Mayor Meyers declared the motion passed.

**Scheduled Guests:**

- Terry Hatton, State House of Representatives candidate for District 67. Mr. Hatton introduced himself, shared his background, community involvement, and endorsements.
- Andy Demoss, RFH CPA's/Consultants – 2023 Audit Presentation
- The City was given an unmodified opinion which is the best that can be given.
- Mr. Demoss compared the 2023 Audit with previous years in the following areas:
  - Statement of Net Position – Assets. There has been quite a bit of growth the last few years.
  - Net Pension (CERS) and OPEB (Other Post Employment Benefits) Liabilities (Retirement Health Insurance). The state has performed actuarial studies to come up with pension liabilities. Other liabilities are bonds, financed vehicles, and ARPA funds as they are being spent.
  - Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Funds Revenue. It appears that revenues went down, but last year the City had CDBG funds of \$1M that passed through the City. Take those out and revenues increased quite a bit.
  - Major Taxpayer – NKU Revenues/Related Debt Service. NKU payroll tax revenue is used to pay debt service on bonds the City issued for NKU. There has been a positive cash inflow in this area.
  - The City was, overall, underbudget for the 2023 fiscal year.

**Correspondence**

- The Arbor Day Foundation has certified Highland Heights as a Tree City for the 5<sup>th</sup> year. This year's Arbor Day is Saturday, April 27. Trees and rain barrels will be distributed, there will be face painting, martial arts demonstration, and a bouncy house.

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**Staff Reports**

- City Administrator – Michael Giffen
- Councilmember Hoffert asked about progress on an electronic sign for the City. Mr. Giffen and Mayor Meyers have been working with a company to identify a suitable location for the sign. They have gone to several areas in the City, but they have not found a location that has enough traffic to justify the cost of an electronic sign. The company representative is coming back to look at additional locations.
- Attorney – Michelle Eviston
  - **Ordinance – Second Reading**
    - **Action Taken:** Member Bramel made a motion to read ordinance 01-2024 in summary. Seconded by Member Chinn. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
    - **Ordinance 01-2024:** An ordinance amending the no parking locations schedule in the City Code of Ordinances to include Rose Avenue and Maple Avenue.
    - **Action Taken:** Member Bramel made a motion to accept ordinance 01-2024 amending no parking locations to include Rose and Maple Avenues. Seconded by Member Ball. Discussion: None.
    - **Roll Call:** Councilmember Ball, yes; Bramel, yes; Braun, yes; Chinn, yes; Hoffert, yes. Mayor Meyers declared the motion passed.

**Unfinished Business:** None

**New Business**

- The Easter Bunny toured the City on Saturday, March 16. Candy and other treats were distributed to about 160 children.

**Citizens to Address Council:** None

**Adjournment**

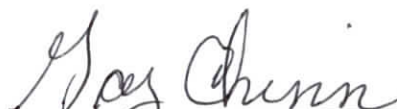
- **Action Taken:** Member Bramel made a motion to adjourn the March 19, 2024 meeting. Seconded by Member Braun. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.

Meeting adjourned at approximately 7:35 p.m. on Tuesday, March 19, 2024.

Submitted by:

  
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Jeanne M. Pettit, City Clerk/Treasurer

Signed:

  
\_\_\_\_\_  
Gary Chinn, Mayor Pro-Tem

  
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Gregory V. Meyers, Mayor