



**Florence City Council  
Business Meeting  
Tuesday, September 12, 2023  
6:00 p.m.**

**MINUTES**

The City Council of the City of Florence, Kentucky, met in regular session on Tuesday, September 12, 2023, at 6:00 p.m. at the Florence Government Center, 8100 Ewing Boulevard, Florence, Kentucky, with Mayor Julie M. Aubuchon presiding as chair.

**CALL TO ORDER & WELCOME:**

Mayor Julie M. Aubuchon called the regular meeting to order and declared the regular session open for the presentation of all city business.

**INVOCATION & PLEDGE OF ALLEGIANCE:**

Mayor Aubuchon and Members of City Council recited the invocation.

All attendees recited the Pledge of Allegiance.

**ROLL CALL:**

The roll was called, and the following four (4) members of council were registered present: Lesley Chambers, Jenna Kemper (Vice-Mayor), Patricia Wingo, and Gary Winn. Councilmembers Mel Carroll and David A. Osborne were absent.

Staff members present were: City Attorney, Thomas R. Nienaber; CFO/HR, Linda Chapman; Fire/EMS Chief, Rodney Wren; Chief of Police, Tom Grau; Public Services Director, Eric Hall; City Engineer, Bill Viox; City Clerk, Melissa Kramer; Videographer, Perry Weber; and Police Lieutenant, Jeff Mallery.

The following were also present in the audience: Resident of Florence, Brad Cable; Resident of Florence, Thomas Judd; Resident of Florence, Nancy Corman; Daughters of the American Revolution Boone County Chapter President, Peggy Kennedy; Florence Hammerhead Swim & Dive Team President, Carolyn Wolfe; Florence Hammerhead Swim & Dive Team Member, Carlotta Lively; Florence Hammerhead Swim & Dive Team Member, Davy Lively; Florence Hammerheads Swim and Dive Team Members; and Northern Kentucky Tribune Reporter, Trisha Scheyer.

**APPROVAL OF MINUTES:**

Mayor Aubuchon called for a motion to approve the minutes of the August 22, 2023, business meeting. Councilmember Wingo motioned to approve the minutes with a second from Councilmember Winn. **All councilmembers present voted aye.**

**RECOGNITION – FLORENCE HAMMERHEADS SWIM & DIVE TEAM:**

Mayor Aubuchon called upon Carolyn Wolfe, President of the Florence Hammerhead Swim & Dive Team.

Mrs. Wolfe introduced Florence Hammerhead Swim & Dive Team representatives Carlotta Lively, Davy Lively, and her two children in attendance. Mrs. Wolfe expressed her excitement for the season and stated by the end of the season, they had 113 swimmers. She explained this was one of their largest teams. This season, the Florence Hammerhead Swim & Dive Team placed second in the Northern Kentucky Swim League (NKSL). She explained everyone is anticipating next season especially since they will have the opportunity to host the dive classic.

Mayor Aubuchon stated Councilmember Kemper is also involved in the Florence Hammerhead Swim & Dive Team. Mayor Aubuchon attended a few of the swim meets. She stated the crowds and team were energetic and the swim meets were filled with excitement.

In appreciation of their representation of the City of Florence, Mayor Aubuchon presented each of the members of the Florence Hammerhead Swim & Dive Team with a City of Florence pin and card that read “We would like to O’Fishally thank you for being a representative of the Florence Hammerheads Swim Team, from Mayor Aubuchon and Florence City Council”.

**PROCLAMATION:**

Mayor Aubuchon issued a Proclamation acknowledging September 17, 2023 through September 23, 2023, to be Constitution Week reading the following Proclamation into record:

***WHEREAS**, the Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and*

***WHEREAS**, September 17, 2023, marks the two hundred and thirty-six anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and*

***WHEREAS**, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate the occasion; and*

***WHEREAS**, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,*

***NOW, THEREFORE, BE IT PROCLAIMED THAT, I, Julie M. Aubuchon, Mayor of the City of Florence, Kentucky, and on behalf of the members of Florence City Council, proclaim the week of September 17 through September 23, 2023 as “CONSTITUTION WEEK” in the City of Florence, Kentucky and urge all citizens to study***

*the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Florence, Kentucky, to be affixed hereto, this 12<sup>th</sup> day of September, 2023.*

Mayor Aubuchon called upon Regent Peggy Kennedy, Carolyn Wolfe, and Carlotta Lively, Daughters of the American Revolution, Boone County Chapter, District 5, in attendance and welcomed them to the meeting in recognition of Constitution Week.

Ms. Kennedy introduced herself and explained the Kentucky Society of the Daughters of the American Revolution is a women's service organization for women over the age of eighteen who are the decedents of American Revolutionary War Veterans or supporters. The organization promotes education, historic preservation, and patriotism. Ms. Kennedy informed everyone in honor of Constitution Week, they would have a display at the Boone County Public Main Library.

Mayor Aubuchon presented the Proclamation to Ms. Kennedy, Mrs. Wolfe, and Ms. Lively and thanked them for attending the meeting.

### **PROCLAMATION:**

Mayor Aubuchon issued a Proclamation proclaiming September as City Government Month and read the following Proclamation into record:

*WHEREAS, civics education is important to ensure Kentucky children develop an interest and understanding of local government and their role in the community; and*

*WHEREAS, Kentucky Academic Standards for Social Studies require instruction on citizenship and local government for entry-level elementary school children;*

*WHEREAS, involving and informing students of local government programs and duties can provide an opportunity for entire families to connect with vital city services and programs;*

*WHEREAS, there are 415 cities in Kentucky and 56% of the state's population lives in a city;*

*WHEREAS, "City Government Month" is a civics awareness campaign that educates elementary school students about city services by providing teacher lesson plans, students coloring/activity books, and classroom materials; and*

*WHEREAS, "City Government Month" calls on city officials to get involved in their local schools and in educating and engaging elementary school students in city government; and*

*NOW, THEREFORE, BE IT PROCLAIMED THAT, I, Julie M. Aubuchon, Mayor of the City of Florence, Kentucky, and on behalf of the members of Florence City Council, do hereby proclaim September 2023 as "City Government Month" in the city and encourage city officials and employees to collaborate with local elementary schools to educate students about city government and engage them in city services.*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Florence, Kentucky, to be affixed hereto, this 12<sup>th</sup> day of September, 2023.*

**SECOND READING ORDINANCE O-25-2023:**

Mayor Aubuchon read Ordinance O-25-2023. An Ordinance Adopting and Approving a change of Concept Development Plan in a Commercial Services/Planned Development/Parkway Corridor Study (C-3/PD/PO) District for an approximate 2.65 acre site located at 7864 Commerce Place, Florence, Kentucky, to allow the expansion of an existing auto body repair facility outdoor vehicle storage area. (Tom Gill)

The effect of this Ordinance is to allow the expansion of an existing auto body repair facility outdoor vehicle storage area on an approximate 2.65 acre site in a Commercial Services/Planned Development/Parkway Corridor Study (C-3/PD/PO) District.

The full text of Ordinance O-25-2023 including its exhibits, is available for examination in the office of the City Clerk of the City of Florence, Kentucky, in the Florence Government Center, 8100 Ewing Blvd., Florence, Kentucky, during regular office hours.

Mayor Aubuchon called for a motion to approve the second reading of Ordinance O-25-2023. Councilmember Wingo motioned to approve, with a second from Councilmember Kemper. Mayor Aubuchon requested a Roll Call Vote. Councilmember Chambers, yes; Councilmember Winn, yes; Councilmember Kemper, yes; Councilmember Wingo, yes. **Roll call recognized four yes votes approving the second reading of Ordinance O-25-2023 by unanimous vote.**

**FIRST READING ORDINANCE O-27-2023:**

Mayor Aubuchon read Ordinance O-27-2023. An Ordinance Relating To The Levying Of A Tax Upon Real Estate And Personal Property In The City Of Florence, Kentucky; Levying A Tax On All Franchises Taxable Within The City Of Florence, Kentucky; Specifying Payment Dates, Discounts And Penalties For The Franchise Tax On Financial Institutions Measured By The Deposits In The Institutions Located Within The City; And Levying A Special Tax For The Payment Of Current Service Costs For Police And Firemen In The County Employees Retirement System. (2023)

This is the Ordinance by which the City establishes tax rates and levies annual taxes. The basic tax levied for General Fund purposes is a tax of eighteen and one-tenths cents (\$.181) per one hundred dollars of value on real property and a tax of twenty cents (\$.200) per one hundred dollars of value on personal property (except for motor vehicles and watercraft) and upon all franchises taxable by the City.

In addition this Ordinance levies a tax in the amount of six and five-tenths cents (\$.065) per one hundred dollars of value upon all real and personal property (except for motor vehicles and watercraft) and upon all franchises taxable by the City for the purpose of payment of the City's obligations for current service costs for police and firemen in the County employees' retirement system.

All of the above mentioned taxes are due and payable upon final passage and publication of this Ordinance. A discount of two percent (2%) is allowed for any such taxes paid in full by November

1, 2023. Any such taxes remaining unpaid after January 1, 2024, are subject to a penalty of twelve percent (12%) plus interest on the amount unpaid at the rate of twelve percent (12%) per annum from January 1, 2024, until paid.

This Ordinance also establishes a franchise tax in the amount of twenty-five thousandths of one percent (0.025%) on all financial institutions measured by deposits in such institutions located in the City. This tax was levied by Ordinance No. O-18-96, pursuant to the Bank Franchise and Local Deposit Tax Act. (KRS 136.575) A two percent (2%) discount is allowed against this tax on bank deposits if paid before December 31, 2023. Any such taxes paid after January 31, 2024, will be subject to a penalty of twelve percent (12%) plus interest in the unpaid amount at the rate of twelve percent (12%) per annum from January 31, 2024, until paid. The Ordinance establishes corresponding due dates, discounts and penalties for subsequent years.

Mayor Aubuchon called for a motion to approve the first reading of Ordinance O-27-2023. Councilmember Wingo motioned to approve, with a second from Councilmember Winn.

Councilmember Chambers believed having the public hearing at 4:00 p.m. was an irresponsible time due to families having to work and getting kids from school making it difficult for them to attend the public hearing. She recommended having future public hearings at another time.

Councilmember Wingo stated residents that are unable to attend are able to send information and comments to the city regarding the public hearing. If comments are received, those comments are read into the record at the public hearing. No information or comments were received.

Mayor Aubuchon stated there was a specific timeframe in which the public hearing for the tax rate must be held due to the publication date. She explained there was a process that must be followed.

Councilmember Kemper inquired as to when comments could be provided to the city regarding the public hearing if a resident was unable to attend.

Councilmember Wingo stated comments may be received up to the hearing to allow the comments to be read into the record.

City Clerk Melissa Kramer stated the legal ad is published twice in the newspaper and online two weeks prior to the public hearing. The two week timeframe is when comments may be submitted to be read into the record at the hearing.

No further discussion was necessitated and based on the motion to approve the first reading of Ordinance O-27-2023 by Councilmember Wingo and seconded by Councilmember Winn, Mayor Aubuchon requested a Roll Call Vote. Councilmember Chambers, yes; Councilmember Winn, yes; Councilmember Kemper, yes; Councilmember Wingo, yes. **Roll call recognized four yes votes approving the first reading of Ordinance O-27-2023 by unanimous vote.**

**DISCUSSION AND POSSIBLE ACTION - MUNICIPAL ORDER MO-13-2023:**

Mayor Aubuchon read Municipal Order MO-13-2023. A Municipal Order authorizing the sale of personal property deemed to be surplus, outdated, or otherwise of no use to the city.

Mayor Aubuchon stated the items would be listed on govdeals.com and inquired from Public Services Director, Eric Hall, how the public would be able to access the auction. Mr. Hall stated online.

City Clerk Melissa Kramer stated the link will be posted on the Public Notice page on the City of Florence Website and that the auction was scheduled to begin September 25, 2023.

Mayor Aubuchon called for a motion to approve Municipal Order MO-13-2023. Councilmember Wingo motioned to approve Municipal Order MO-13-2023 with a second from Councilmember Winn. **All councilmembers present voted aye.**

**MAYOR'S REPORT:**

- Prior to the meeting, Mayor Aubuchon stated she attended the Multicultural Night at Collins Elementary and the Police Department Community Resource Officers were in attendance gearing up for the DARE program.

Mayor Aubuchon called upon Chief Grau with regard to DARE program. Chief Grau stated the program is for 5<sup>th</sup> grade students. He explained the program would be held in seven schools this year and would educate approximately 800-1000 students.

- Mayor Aubuchon expressed her excitement for the last summer concert and car show which was held on Saturday, September 2. She informed everyone the pictures are on social media and she hopes to build upon the event next year.
- Mayor Aubuchon informed everyone the Florence Aquatic Center is closed for the season and called upon Public Services Director, Eric Hall, with regard to leaks in the pool.

Public Services Director, Eric Hall, explained there were a few occurrences currently at the aquatic center. The pirate ship which had been removed was being replaced with a new feature. Additionally, divers are currently evaluating the pool for leaks to determine any necessitated repairs.

- Mayor Aubuchon reminded everyone the Arbor Day Celebration would be held Saturday, September 16 beginning at 10:00 a.m. at the Florence Nature Park, 7200 Nature Park Drive. For more information, please contact the Public Services Department at 859-647-5416. Mayor Aubuchon stated she enjoyed the event last year and learned a lot.
- Mayor Aubuchon reminded everyone the Boone County Planning Commission had kicked off the Comprehensive Plan Update 2045 process with the collection of public input on the

existing Goals and Objectives. Public Input meetings are being held in five locations throughout the county. She stated there would be an input meeting at the Florence Government Center on Monday, September 18 at 6:00 p.m.

**RECOGNITION:**

Mayor Aubuchon asked if any of the following desired recognition:

Members of City Council:

None desired recognition.

Department Heads:

Fire/EMS Chief, Rodney Wren:

Chief Wren did not desire recognition.

Public Services Director, Eric Hall:

Mr. Hall stated he had been made aware of social media posts regarding state boundaries and city streets. He explained that the Public Services Department does not maintain, construct new, or perform any snow removal on state roadways such as US 42, KY 18 and Turfway Road. These roads are maintained by the Kentucky Transportation Cabinet District 6. Additionally, he explained the city had no input with regard to the new improvements along KY 18. Mr. Hall urged everyone to contact the Kentucky Transportation Cabinet District 6 at 859-341-2700 for inquiries regarding state roadways.

Mr. Hall encouraged everyone to validate information received from social media and contact the City of Florence with any questions.

Chief of Police, Tom Grau:

Chief Grau did not desire recognition.

Members of the Audience:

Nancy Corman, Resident of Florence, inquired as to which newspaper the public hearing information was published. City Clerk Melissa Kramer stated the public hearing ads and notices are published in the Cincinnati/Kentucky Enquirer and also on the city's website under Public Notices.

Ms. Corman inquired if the ads were published on certain days of the week. Mrs. Kramer stated she attempts to publish twice a week, usually on Mondays and Thursdays.

**CLOSED SESSION:**

There was no need for Closed Session.

**ADJOURNMENT:**

There being no further business to come before the Council, Mayor Aubuchon called for a motion to adjourn. Councilmember Winn so moved, with a second from Councilmember Wingo. **Councilmembers present voted aye**, the time being 6:30 p.m.

**APPROVED:**

/s/ Julie M. Aubuchon  
Julie M. Aubuchon, Mayor

**ATTEST:**

/s/ Melissa Kramer  
Melissa Kramer, City Clerk

