

**MINUTES OF A MEETING
OF THE BOARD OF COUNCIL OF THE
CITY OF FORT THOMAS,
CAMPBELL COUNTY, KENTUCKY, ON
MONDAY, MARCH 18, 2019**

Mayor Eric Haas called the meeting of council to order at 7:00 p.m. on Monday, March 18, 2019 in the Council Chambers of the city building. City Clerk, Melissa Beckett called the roll and the following council members were present: David Cameron, Ken Bowman, Mark Collier, Roger Peterman and Adam Blau. Absent: Jeff Bezold. Staff members in attendance included: City Administrative Officer Ron Dill, City Clerk Melissa Kelly, Assistant City Administrator/Finance Director Joe Ewald, Fire Chief Mark Bailey, Police Chief Casey Kilgore and City Attorney Jann Seidenfaden.

Mayor Eric Haas lead the Pledge of Allegiance to the flag.

Minutes

The minutes from the February 19, 2019 meeting were presented to council for consideration. A motion was made by Mr. Collier and seconded by Mr. Bowman to approve the minutes as written. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Visitors and Communications

Drew Schwegman of 90 Winston Hill addressed council. Mr. Schwegman is the president of the Fort Thomas Business Association. He asked council to consider allowing Fort Thomas businesses to bid on projects prior to putting them out to the public and what steps would be needed to do this. Mr. Schwegman also thanked council for the work on the *Grow* Incentive Program.

General Services and Recreation Annual Report: Kevin Barbian, Director of General Services/Building Inspector presented his annual report for the General Services Department to council. Immediately following Mr. Barbian’s report Kaitlyn Disney, Recreation Coordinator presented her annual report for the Recreation Department to council. The mayor and council thanked them for their reports.

Renaissance and Economic Development Annual Report: Debbie Buckley, Renaissance/Economic Development Director presented her annual report to council. The mayor and council thanked her for her report.

Reports of Officers

Fire Department Monthly Report for February 2019: Chief Bailey presented his monthly report for February to council. A motion was made by Mr. Bowman and seconded by Mr. Peterman to receive and file the fire department’s monthly report. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Police Department Monthly Report for February 2019: Chief Kilgore presented his monthly report for February to council. A motion was made by Mr. Bowman and seconded by Mr. Blau to receive and file the police department’s monthly report. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

City Administrators Report

Pedestrian Safety Initiative: Staff is very pleased to report that the installation of the crosswalk beacon at N Ft Thomas Ave/Memorial Parkway is completed.

New Business

Consideration of Memorandum of Understanding – US 27 Smart Corridor Group: A product of the City's visioning process was the establishment of the concept of Regional Collaboration with formation of a committee dedicated to this concept throughout our Comprehensive Plan update. During that process, the committee and staff made specific inquiry/contact with adjoining communities. Through this engagement, the communities along US27 (Highland Heights, Southgate, Newport) in cooperation with Campbell County Fiscal Court began meeting to discuss common goals and opportunities along this corridor and advantages that could be attained through partnering. Upon reaching out to potential partners, St. Elizabeth, OKI, Southbank and NKU joined into the meetings.

At this time, it was decided to formally join these participants through a Memorandum of Understanding that outlines our respective participation for this group. The MOU will provide a structure to the group and allow for the group to work toward common goals and to be recognized for opportunities for grant applications.

This approach is unique in some ways to have this many entities sharing information and working cooperatively beyond corporation limits to discuss streetscapes, transportation, economic development, innovative technologies, etc that is so vital to each of the communities along this corridor. The Resolution for this matter will be read and voted on later in the meeting.

Mr. Will Weber, Economic Development Director for Campbell County was present. The Mayor and Council thanked him for his work on this endeavor and look forward to working with him in the future.

Report from Recreation (Parks & Open Space) Committee of Council: The Recreation Committee of Council met on March 11, 2019 at 6:15 p.m. Ron Dill reported the following items:

Outdoor Exercise Equipment – multiple parks

Staff provided costs/options for this type of equipment. There is a wide range of potential pieces of equipment and the associated costs are scaled to the complexity/size of the equipment. Individual (stand-alone) pieces can range from \$1000 – 8,000. The committee requested staff to explore potential locations and recommend appropriate equipment types at those locations. The committee also recommended development of a sponsorship program that may offset costs.

Tower Park – Shelter #3 & Basketball Courts

Staff provided a concept plan that identifies the location of all the improvements that could be supported within this space. The plan addresses upgrade of existing amenities (basketball & volleyball courts) replacement of the picnic shelter, reconfiguration & addition of parking, addition of play equipment, bocce court, benches and tables, and walkways. Committee recommended adoption of the plan and request for inclusion in the budget process to fund improvements.

Tower Park – concept projects

Multiple concepts were developed in the community plan for new amenities including potential bike course, ropes course and zip line. Discussion of the potential for the committee to visit an existing location for zipline/ropes course to further study the issue was suggested. Staff will research potential locations and operational procedures at these locations. A visit will also be considered.

Practice Field Availability

The committee suggested that staff reach out to potential partners in the community that may have interest in providing turf fields. Obviously the extended play is an asset however; the city does not have sole responsible for cost associated with these types of upgrades to facilities. The committee acknowledged that with participation from user organizations, this is a potential asset for our fields that should be considered.

Highland Park – James Avenue entrance

The committee discussed the current state and use of the area at the end of James Avenue within Highland Park. It was agreed that the use of the space is minimal and the facilities including sand volleyball and a basketball court are underutilized, non-essential for league uses, and deteriorating from non-use. The fencing is marginal and existing lighting obsolete. It was recommended that these amenities be removed and that the staff establish a method for accepting suitable fill material to begin the process of changing the elevation in this area consistent with the recommendations in the Community Plan.

A motion was made by Mr. Peterman and seconded by Mr. Cameron to approve the report from the Recreation Committee of Council. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Report from Law Labor License Committee of Council: David Cameron reported that the committee met prior to the council meeting to discuss the adoption of the Uniform Residential Landlord Tenant Act (URLTA) and the Business Incentive *GROW* Program. He reported that the committee is recommending approval of the URLTA as drafted. He highlighted concepts included in the *GROW* Program and stated that several items are being modified. A final draft will be forwarded at a future meeting. There was ongoing discussion regarding the city’s communications processes and several work items for staff were agreed upon. A motion was made by Mr. Peterman and seconded by Mr. Bowman to approve the recommendations from the Law, Labor and License Committee of Council. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Report from Finance Committee of Council: The Finance Committee met on Thursday, March 14th to review the auditors report for the 2017/2018 audit. Mr. Peterman reported that the committee invited Jim Parsons to attend to present incentive program options available to cities. The committee discussed these as a first step toward considering implementation of the community plan. A motion was made by Mr. Peterman and seconded by Mr. Bowman to approve the auditors report as written. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Finance Committee Report of Disbursements: The Finance Committee presented its Report of Disbursements and recommended the payment of warrants numbered 5251-5333 for the period of **February 9 to February 28, 2019** was presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Collier to concur in the recommendation of the Finance Committee. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman, and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Ordinances, Resolutions, and Orders

Ordinance O-02-2019: An ordinance amending the Personnel and Procedures Manual was presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Collier to approve Ordinance O-02-2019. . Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Ordinance O-03-2019: A first reading of Ordinance O-03-2019, adopting the Uniform Residential Landlord Act (URLTA) in accordance with KY Revised Statute was presented to council for a first reading. This ordinance will be laid over to the next regular meeting of council for consideration.

Resolution R-01-2019: Resolution R-01-2019, a Memorandum of Understanding regarding the U.S. 27 Corridor was presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Blau to approve Resolution R-01-2019. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Executive Order EO-02-2019: Executive Order EO-02-2019 appointing Jeff Bezold to the District Board of Health was presented to council with no action necessary.

With no further business to come before council, the meeting was adjourned.

APPROVED:

Eric Haas, Mayor

ATTEST:

Melissa K. Beckett, City Clerk