

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JANUARY 12, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR, JAY BAYER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of December 8, 2003 minutes made by Mr. Ryan; second by Mr. Worland and motion carried.

I. Mr. Michael Schwartz of the NKAPC was present at the meeting to discuss a possible zoning change on Dixie Highway. He went over two alternatives, with maps showing the possibilities. Alternative #1 would keep the Dixie Hwy. zoning as is. It would amend the sign regulations, giving more options. Alternative #2 would be what is called a "Corridor Commercial Zone". This would allow businesses to be located anywhere along the highway without the current set back and building size regulations. Both alternatives would be subject to a two-stage application process. Stage One requires the applicant to submit plans of proposed building and the use of the building. After Stage One is approved, it will move on to Stage Two. This will allow for more scrutiny by the public and Council. The cost for the Stage One application would be about \$1300.00, Stage Two would be about \$500.00. Michael Schwartz stated he believes having one zone on Dixie Highway would be a good move for Park Hills, allowing more businesses to move here. Mayor Hellmann asked Council to think over both alternatives for discussion at the next meeting.

II. Resolution No. 1, 2004 appointing Patrick Yarusso as a full-time police officer read by Mayor Hellmann. Motion to accept Resolution made by Mr. Brunner; second by Mr. Ryan and motion carried. Officer Yarusso introduced himself to Council.

III. Municipal Order No. 1, 2004 appointing Mr. Charles Meyers as an Alternate Member of the Park Hills Board of Appeals read by Mayor Hellmann. Motion to accept Order made by Mr. Ryan; second by Mr. Brunner and motion carried.

IV. Department Reports

A. Police Department – Mr. Ryan made a motion for approval of the December report; second by Mr. Worland and motion carried. Chief Smith asked Council to approve two promotions within the Police Department. He asked that Specialist Robert Ford be promoted to Specialist 1 and Officer Frank Monterosso be promoted to Specialist. He went on to say that this move would not put the department over budget

for the police salary. Resolutions will be made for the upcoming Caucus Meeting. Officer Gonzalez resigned as a Park Hills police officer on December 27 and is now working for the City of Crescent Springs. Chief Smith states he has received about thirty resumes so far for the vacant position. Interviews will begin soon.

Mr. Brunner asked that Council complete the questionnaire from Chief Smith so that it can be discussed at the next Caucus Meeting.

Mayor Hellmann commended the Police Department on their fine work. The department has received numerous letters of thanks and appreciation. Sgt. Eddy asked Council if they would like him to continue including the number of citations received by residents and the number received by non-residents in the monthly report. Council stated they liked having the additional information in the reports.

B. Fire/EMS – Mr. Brunner made a motion for approval of the December report; second by Mr. Worland and motion carried. Chief Amend provided Council with a sample resolution for an ALS funding alternative. An ALS meeting was held last week at Ft. Wright and another is scheduled for the 23rd of this month to discuss funding. A discussion followed regarding Transcare. A meeting is scheduled for Monday, January 19 at the City Building to discuss the life squad.

C. Building Inspector/Zoning Administrator – Mr. Ryan made a motion for approval of the December report; second by Mr. Brunner and motion carried. Mr. Jody stated 1200-1204 Elberta Circle is making progress. So far, the new owner has completed the new roof line, updated the electric and is putting in new drywall.

Mayor Hellmann asked Mr. Jody to write warning letters to residents who have a history of unsightly properties, this also applies to empty lots which need to be kept mowed and clean. Mr. Ryan commented on the number of new homes this past year. There are a total of ten new homes. Mr. Jody stated he has had many calls regarding the two lots for sale on Cecelia Avenue.

The agenda listed a discussion regarding Covington Catholic Certificate of Occupancy. Mayor Hellmann relayed to Council that he, Mr. Jody, Mr. Bayer and Mr. Finke had already discussed this matter prior to the meeting.

D. Public Works Department – Mr. Ryan made a motion for approval of the December report; second by Mr. Brunner and motion carried. Mr. Brunner commented on the nice curbs put in on Park Drive. Mr. Finke stated the entire project should be complete this spring. A date of January 21 has been set for Christmas tree chipping.

E. City Engineer – Mr. Brunner made a motion for approval of December report; second by Mr. Ryan and motion carried. Mr. Finke is working on the final punchlist for Cecelia Avenue. The Hamilton project is set to begin in the spring. Mayor Hellmann read a letter sent by Ms. Bonnie Woodfin of Cecelia Avenue. She wanted to say “thank you” for the repair of her driveway. Thelen would like to begin borings on Hamilton in

January and have a report by February. It was suggested to perhaps drill the areas with the most problems first due to the cost and lack of funds.

F. Finance Department

1. Mr. Ryan made a motion for approval of December Financial reports; second by Mr. Brunner and motion carried.

2. Motion to pay the Municipal Road Aid Fund invoices in the amount of \$1,820.00 and the Road Tax Fund invoices in the amount of \$12,050.00 made by Mr. Brunner; second by Mr. Worland. Roll call: All ayes

V. Old Business

Attorney Richard Spoor passed out copies of the revised personnel policy to the Mayor and Council. Mr. Brunner wants the committee to meet with Mr. Dean Spoor to discuss the changes. The committee will meet Monday, January 19 at 6:30 before the Special Meeting. Mayor Hellmann brought up the topic of seniority and longevity pay. Sgt. John Eddy left the department briefly and was then rehired after a few months. He asked whether he could still receive longevity for the years he was here prior to leaving. This issue will also be discussed at the committee meeting on Monday.

VI. New Business

VII. Committee Reports

A. Community Environmental Committee

Ms. Stubbs spoke with Ms. Carol Bethel regarding the beautification award. Ms. Bethel stated she had not met with the committee yet. Ms. Stubbs hopes to have additional information for Council by the Caucus Meeting.

B. Public Safety/Personnel Committee – No report

Meeting to take place in the City Building Monday, January 19th at 6:30.

C. Infrastructure Committee – No report

D. Mayors' Group Report

Mayor Hellmann reminded Council the Mayor's Group Meeting is going to be hosted by the City of Park Hills. The meeting will be held Saturday, January 17 at 9:00 at the Gardens of Park Hills. He asked Council to attend.

At the last meeting, they discussed the Mobile Data Terminals, ALS and BLS and the proposed restaurant tax. This tax would allow cities to create a restaurant tax in which a

percentage of the revenue would be used for parks and other community enhancement projects.

E. Mayors' Update

Discussion regarding non-payment of city fines such as building permit fees, dog and cat licenses and city auto sticker fees. This prompted a discussion regarding the non-payment of property taxes. Many residents were upset this year because of the rise in their property evaluations. This can only be appealed through the PVA, not the city. After unpaid tax bills are sent to the city attorney, the attorney will collect the 25% penalty fee, while the city collects the interest plus the base amount of the tax. Attorney Richard Spoor states that many of these taxes are paid prior to going to court. Sometimes the penalty is waived by the attorney. Property owners of unpaid taxes are notified by the City Clerk the first of every month with the additional interest added to the bill.

VIII. Delegations

A. Tree Board: No report

B. Municipal Government League: No report

The next meeting is scheduled for Thursday, January 15 at 6:00 pm at the NKADD.

C. Northern Ky. Area Planning Commission: No report

D. Kenton Co. Municipal Planning & Zoning Commission: No report.

E. Telecommunications Board of Northern Ky.: No report.

F. OKI Oversight Committee: No report.

9:00 Motion to adjourn made by Mr. Worland

ATTEST: 
CITY CLERK


MAYOR MICHAEL J. HELLMANN

Alternative 1

ATTACHMENT A

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE IX GENERAL REGULATIONS

~~SECTION 9.18 SITE PLAN REQUIREMENTS: No building shall be erected or structurally altered nor shall any grading take place on any lot or parcel in zones where a site plan is required, except in accordance with the regulations of this section and an approved site plan as hereinafter required. Before a permit is issued for construction, one (1) copy of the site plan of the area at a scale no smaller than one (1) inch equals one hundred (100) feet shall be filed with the city of Park Hills and one (1) copy with the Northern Kentucky Area Planning Commission setting forth, identifying, and locating the following:~~

- ~~A. Total area in development project including legal description.~~
- ~~B. Present zoning of property in question and adjacent properties.~~
- ~~C. All public and private rights of way and easement lines located on and adjacent to the property which are proposed to be continued, created, enlarged, relocated, or abandoned.~~
- ~~D. Existing topography with a maximum of two foot contour intervals. Where existing ground is on a slope of less than two (2) percent, either one foot contours or spot elevations where necessary, but not more than fifty (50) feet apart in both directions.~~
- ~~E. The proposed finished grade of the development area shown by contours with intervals not larger than two (2) feet, supplemented where necessary by spot elevations.~~
- ~~F. The location of every existing and proposed building in the described parcel or parcels, the use or uses to be continued therein, the number of buildings including dimensions and height, the gross floor area and number of floors.~~
- ~~G. Location and dimensions of all curb cuts, driving lanes, off street parking and loading and/or unloading areas, including number of spaces, angle of stalls, grades and illumination facilities.~~
- ~~H. All walks, malls, and other open spaces and recreational areas.~~

- ~~I. Location of all walls, fences, and screen plantings.~~
- ~~J. Location, size, height, and orientation of all signs.~~
- ~~K. Types of surfacing proposed on the various off-street parking and driveways including cross sections and drainage plans.~~
- ~~L. Location of all existing and proposed streets, highways, and alleys.~~
- ~~M. All existing and proposed water and sanitary sewer lines, indicating pipe sizes, types, and grades.~~
- ~~N. A drainage plan of the area showing size and location of each existing and proposed structure. The approximate volume of water generated by development of the subject area and the proposed method of disposing of said water. Provisions shall be included for adequate control of erosion and sedimentation, indicating the proposed temporary and permanent control practices and measures which will be implemented during all phases of clearing, grading, and construction.~~
- ~~O. A schedule of development, including the staging and phasing of:
 - ~~1. Residential area, in order of priority, by type of dwelling unit;~~
 - ~~2. Streets, utilities, and other public facility improvements, in order of priority;~~
 - ~~3. Dedication of land to public use or set aside for common ownership with a preliminary statement indicating how maintenance of the latter will be handled; and~~
 - ~~4. The construction of non-residential buildings, in order of priority.~~~~
- ~~P. Such other information with regard to the development area as may be required by the Planning Commission to determine conformance with this Ordinance.~~

~~All such site plans shall be reviewed by the legislative body, or its duly authorized representative, and the factual determination approving or rejecting such plans shall be made in accordance with requirements of this or other applicable sections of this Ordinance and the Area Wide Comprehensive Plan for Kenton County as adopted by the Kenton County and Municipal Planning and Zoning Commission. However, no action of approving or rejecting any site plan shall be taken unless and until a review of the proposal has been made and submitted by the Northern Kentucky Area Planning Commission.~~

~~All site plans approved shall be binding upon the applicants, their successors and assigns, and shall limit the development to all conditions and limitations established in such plans.~~

~~Amendments to plans may be made in accordance with the procedure required by this Ordinance subject to the same limitations and requirements as those under which such plans were originally approved.~~

~~After final approval, the subject area may be developed in stages, provided all of the procedures required by the legislative body or its duly authorized representative have been complied with.~~

SECTION 9.18 SITE PLAN REQUIREMENTS: No building shall be erected or structurally altered nor shall any grading take place on any lot or parcel in zones where a site plan is required, except in accordance with the regulations of this section and an approved site plan as hereinafter required. Before a permit is issued for construction, two (2) copies of the site plan of the area at a scale no smaller than one (1) inch to one hundred (100) feet, shall be filed with the building inspector and three (3) copies with the zoning administrator. The site plan shall identify and locate, where applicable, the information as listed in Section 9.19, B. -- Stage II Plan Requirements.

All such site plans shall be reviewed by the city's zoning administrator and the factual determination approving or rejecting such plans shall be made in accordance with requirements of this and other applicable sections of this ordinance, and the comprehensive plan for the city.

All site plans approved shall be binding upon the applicants, their successors and assigns and shall limit the development to all conditions and limitations established in such plans.

Amendments to plans may be made in accordance with the procedure required by this ordinance subject to the same limitations and requirements as those under which such plans were originally approved.

After final approval, the subject area may be developed in phases, provided all of the procedures required by the city's zoning administrator have been complied with.

SECTION 9.19 PLAN REQUIREMENTS - STAGES I, II, AND RECORD PLAT:

A. STAGE I -- PLAN REQUIREMENTS: The Stage I Plan shall identify and provide the following information:

1. Plan(s) of the subject property, drawn to a scale not smaller than one (1) inch equals one hundred (100) feet showing:

- a. The total area in the project;
- b. The present zoning of the subject property and all adjacent properties;
- c. All public and private rights-of-way and easement lines located on or adjacent to the subject property which are proposed to be continued, created, enlarged, relocated, or abandoned;
- d. Existing topography, and approximate delineation of any topographical changes shown by contour with intervals not to exceed five (5) feet;
- e. Delineation of all existing and proposed residential areas in the project with a statement indicating net density of the total project:
 - (1) Detached housing - location and approximate number of lots, including a typical section(s) identifying approximate lot sizes and dimensions, and setback and height of buildings;
 - (2) Attached housing - location and description of the various housing types (i.e., townhouse, fourplex, garden apartment, etc.) including approximate heights of typical structures, and the approximate number of units by housing type;
- f. Delineation of all existing and proposed nonresidential uses in the project:
 - (1) Commercial uses - location and type of all uses including approximate number of acres, gross floor area and heights of buildings;
 - (2) Open Space/Recreation - the approximate amount of area proposed for common open space, including the location of recreational facilities, and identification of unique natural features to be retained;
 - (3) Other public and semi-public uses - location and type of all uses, including approximate number of acreage, and height of buildings;
- g. Location of proposed pedestrian walkways, identifying approximate dimensions;

- h. Location of proposed streets, identifying approximate dimensions of pavement, right-of-way widths, and grades;
- i. Location of all existing and proposed water, sanitary sewer, and storm drainage lines, indicating approximate pipe sizes. Indication should also be given regarding the provision of electric and telephone service.
- j. Certification from appropriate water and sewer agencies that services will be available.
- k. Identification of the soil types and geologic formations on the subject property, indicating anticipated problems and proposed methods of handling said problems.
- l. Other information that may be determined necessary for description and/or to insure proper integration of the proposed project in the area.

The aforementioned information required may be combined in any suitable and convenient manner so long as the data required is clearly indicated. A separate plan or drawing for each element is not necessary, but may be provided at the option of the applicant.

B. STAGE II -- PLAN REQUIREMENTS: The Stage II Plan shall conform to the following requirements:

- 1. Plan(s) of the subject property drawn to a scale of not smaller than one (1) inch equals one hundred (100) feet, that identifies and provides the following information:
 - a. The existing and proposed finished topography of the subject property shown by contours with intervals not to exceed five (5) feet. Where conditions exist that may require more detailed information on the proposed topography, contours with intervals of less than five (5) feet may be required by the planning commission;
 - b. All housing units on the subject property:
 - (1) Detached housing - Location, arrangement, and number of all lots, including lot dimensions and setbacks, and maximum height of buildings;
 - (2) Attached housing - Location, height, and arrangement of all buildings, indicating the number of units in each building.

and, where applicable, location, arrangement and dimensions of all lots;

- c. Location, height, arrangement, and identification of all nonresidential buildings and uses on the subject property and, where applicable, location and arrangement of all lots with lot dimensions;
- d. Location and arrangement of all common open space areas, and recreational facilities, including lot dimensions. Methods of ownership and operation and maintenance of such lands shall be identified;
- e. Landscaping features, including identification of planting areas and the location, type, and height of walls and fences;
- f. Location of signs indicating their orientation and size and height;
- g. All utility lines and easements:
 - (1) Water distribution systems, including line sizes, width of easements, type of pipe, location of hydrants and valves, and other appurtenances;
 - (2) Sanitary sewer system, including pipe sizes, width of easements, gradients, type of pipes, invert elevations, location and type of manholes, the location, type, size of all lift or pumping stations, capacity, and process of any necessary treatment facilities, and other appurtenances;
 - (3) Storm sewer and natural drainage system, including pipe and culvert sizes, gradients, location of open drainage courses, width of easements, location and size of inlets and catch basins, location and size of retention and/or sedimentation basins, and data indicating the quantity of storm water entering the subject property naturally from areas outside the property, the quantity of flow at each pickup point (inlet), the quantity of storm water generated by development of the subject area, and the quantity of storm water to be discharged at various points to areas outside the subject property;
 - (4) Other utilities (e.g., electric, telephone, etc.) including the type of service and the width of easements;

- h. Location of all off-street parking, loading and/or unloading, and driveway areas, including typical cross sections, the type of surfacing, dimensions, and the number and arrangement of off-street parking and loading and/or unloading spaces;
- i. Circulation System:
 - (1) Pedestrian walkways, including alignment, grades, type of surfacing, and width;
 - (2) Streets, including alignment, grades, type of surfacing, width of pavement and right-of-way, geometric details, and typical cross sections;
- j. Provisions for control of erosion, hillside slippage and sedimentation, indicating the temporary and permanent control practices and measures which will be implemented during all phases of clearing, grading, and construction;
- k. A schedule of development, including the staging and phasing of:
 - (1) Residential area, in order of priority, by type of dwelling unit;
 - (2) Streets, utilities, and other public facility improvements, in order of priority;
 - (3) Dedication of land to public use or set aside for common ownership; and
 - (4) Non-residential buildings and uses, in order of priority.

The aforementioned information required may be combined in any suitable and convenient manner so long as the data required is clearly indicated.

- C. SUBMISSION OF PRELIMINARY PLAT, IMPROVEMENT DRAWINGS, EROSION AND SEDIMENTATION PLANS AND FINAL PLAT: Plan requirements developed under the Stage I and Stage II Plan requirements of this section, involving the subdivision of land shall also be submitted and developed in accordance with the applicable requirements of the adopted subdivision regulations of the Kenton County Planning Commission.

Alternative 1

ATTACHMENT B

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE X ZONES

SECTION 10.8 NC (NEIGHBORHOOD COMMERCIAL) ZONE

- A. PURPOSE: The purposes of the Neighborhood Commercial (NC) Zone are to: allow businesses, within a planned and architecturally unified development, which provide convenience goods and services to a work population and the residences of adjacent neighborhoods; allow development at a small scale with a main street setting; and supplement or serve adjacent areas without having an adverse impact on adjacent areas; but always with the intention of furthering the public health, safety, and general welfare.
- B. APPLICATION AND PROCESSING: Applications for development within a Neighborhood Commercial (NC) Zone shall be processed as follows:
1. Applications for a map amendment to zone an area NC shall follow the procedures set forth in Article XVIII of this ordinance. In addition to the regulations set forth in Article XVIII, of this ordinance, the application shall be accompanied by a development plan, as regulated by Section 9.19, A., of this ordinance, for the entire area under single ownership.
 2. When a site is proposed to be developed within an area which is currently zoned NC, a Stage I Development Plan for the entire area under single ownership, as regulated by Section 9.19, A., of this ordinance, shall be submitted for review by the planning commission. Development shall include: grading of any land; construction of any streets or other improvements; and the demolition, erection, physical expansion, or change of use of any structure. Development shall not include the normal maintenance (e.g., cleaning, painting, etc.) of any structure.
 - a. The planning commission shall hold a public hearing on the proposed Stage I Development Plan in accordance with the requirements of KRS Chapter 424, and review said Stage I Development Plan with regard to its compliance with the stated purpose of the Neighborhood Commercial (NC) Zone, the required elements of the Stage I Development Plan, applicable requirements of this section of the ordinance, and other applicable requirements of this ordinance. Upon holding such hearing, the planning

commission shall make one of the following recommendations to the legislative body: approval, approval with conditions, or disapproval. The planning commission shall submit, along with their recommendations, a copy of the Stage I Development Plan and the bases for their recommendation.

- b. The legislative body, shall, within ninety (90) days after the planning commission makes its recommendation, process the proposed Stage I Development Plan. Action to approve the Stage I Development Plan may incorporate any conditions imposed by the planning commission. However, should the action impose different conditions than were reviewed and considered by the planning commission, then said conditions shall be resubmitted to the planning commission for further review and recommendation, in accordance with Subsection B., 2., a., of this section.

A copy of the approved Stage I Development Plan shall be forwarded to the planning commission, or its duly authorized representative, for further processing, in accordance with the requirements for a Stage II Development Plan.

3. Stage II - A Stage II Development Plan, for the area proposed to be developed, shall be developed in conformance with the approved Stage I Development Plan and in accordance with the requirements of Section 9.19, B. and C. of this ordinance, and submitted to the planning commission, or its duly authorized representative, for its review. Except for the manner of submission and processing, the subdivision regulations may be waived, where applicable, and the requirements of Section 9.19, B. and C. of this ordinance shall be substituted therefore. Those requirements not specifically waived by the planning commission shall conform with the subdivision regulations.

- a. The planning commission, or its duly authorized representative, shall review the submitted Stage II Development Plan with regard to its compliance with the required elements of Section 9.19, B. of this ordinance, its conformity with the approved Stage I Development Plan, applicable requirements of this section of the ordinance, and other applicable requirements of this ordinance. Minor adjustments from the approved Stage I Development Plan may be permitted, provided that the adjustments do not affect the spatial relationship of structures, change land uses, increase overall density, significantly alter circulation patterns (vehicular and pedestrian), decrease the amount and/or usability of open space or recreation areas, or conflict with other applicable requirements of this ordinance.

Following review of the submitted Stage II Development Plan, the planning commission, or its duly authorized representative, shall make one of the following recommendations to the city's chief administrative official, or his/her duly authorized representative: approval, approval with conditions, or disapproval. The planning commission shall submit, along with their recommendations, a copy of the Stage II Development Plan and the bases for their recommendation.

- b. The city's chief administrative official, or his/her duly authorized representative, shall, within ninety (90) days after the planning commission, or its duly authorized representative, makes its recommendation, process the proposed Stage II Development Plan. Upon approval of the Stage II Development Plan by the city's chief administrative official, or his/her duly authorized representative, the zoning administrator shall grant permits only in accordance with the approved Stage II Development Plan, and other regulations as may be required by this ordinance.

A. C. PERMITTED USES:

1. Animal clinics
2. Apparel shop
3. Art galleries
4. Art supplies
5. Bakery and bakery goods store, provided the products are sold exclusively on the premises
6. Banks and other financial institutions, including savings, loan, and finance companies with drive - in windows
7. Barber and beauty shops
8. Book, stationery, or gift shop
9. Camera and photographic supplies
10. Candy store, soda fountain, ice cream store, excluding drive - ins
11. Delicatessen store
12. Drug store
13. Dry cleaning and laundry pick - up station
14. Eating and drinking places, excluding drive - ins
15. Florist shop
16. Food store and supermarkets
17. Furniture store
18. Garden supplies
19. Glass, china, or pottery store
20. Haberdashery
21. Hardware store

22. Health spas
23. Hobby shop
24. Hospitals
25. Household and electrical appliance store, including incidental repair
26. Interior decorating studio
27. Jewelry store, including repair
28. Laundromats and self - service washing and drying
29. Leather goods and luggage store
30. Library
31. Locksmith shop
32. Music, musical instruments, and records, including incidental repair
33. Offices
34. Off - street parking lots and/or garages
35. Opticians and optical goods
36. Package liquor and wine store
37. Paint and wallpaper store
38. Pet shop, excluding boarding and outside runs
39. Police and fire stations
40. Post office
41. Radio and television store (including repair)
42. Shoe store and shoe repair
43. Sporting goods
44. Studios for professional work or teaching of any form of fine arts, photography, music, drama, or dance
45. Tailor shop
46. Toy store
47. Variety store, including notions and "five and ten" stores

~~B.~~ D. ACCESSORY USES:

1. Customary accessory uses.
2. Fences and walls, as regulated by Article XVI of this Ordinance.
3. Signs, as regulated by Article XV of this Ordinance.

~~C. CONDITIONAL USES: No building or occupancy permit shall be issued for any of the following, nor shall any of the following uses or any customary accessory buildings or uses be permitted until and unless the location of said use shall have been applied for and approved by the Board of Adjustment, as set forth in Section 9.13 of this Ordinance:~~

- ~~1. Service stations (including auto repairing, providing all repair except that of a minor nature -- e.g., change of fan belt, minor carburetor adjustment, tire removal and/or replacement, windshield wiper replacement, etc. -- is conducted wholly within a completely enclosed building and providing~~

~~further that such service station is located adjacent to an arterial street, as identified in the adopted comprehensive plan for Park Hills).~~

D. E. AREA AND HEIGHT REGULATIONS: No building shall be erected or structurally altered hereafter, except in accordance with the following regulations:

1. Minimum Lot Area - Ten thousand (10,000) square feet.
2. Minimum Lot Width at Building Setback Line - Fifty (50) feet.
3. Maximum Impervious Surface Ratio – Seventy (70) percent.
- ~~3. Minimum Front Yard Depth - Fifty (50) feet.~~
- ~~4. Minimum Side Yard Width - No restrictions, except when adjacent to a street, road, highway, or other right-of-way, then the required width shall be the same as required for a minimum front yard depth in this zone. When buildings abut each other, firewall construction, as required by the Park Hills Building Code, shall be required. In the event a side yard is provided, it shall never be less than fifteen (15) feet.~~
- ~~5. Minimum Rear Yard Depth - Fifteen (15) feet.~~
6. 4. Maximum Building Height - Forty - five (45) feet.
- ~~7. 5.~~ In the case of this zone, more than one principal building, as herein defined, may be constructed on one lot.

F. SETBACK REGULATIONS: Requirements shall be as required in Section 9.16, of this ordinance, or as approved in the plan. This area shall be landscaped in accord with the requirements of Section 9.16, of this ordinance.

G. EROSION AND SEDIMENTATION CONTROL: Effective erosion and sedimentation controls shall be planned and applied in accordance with Section 9.7 of this ordinance.

E. H. OTHER DEVELOPMENT CONTROLS:

1. Development shall be consistent with any conceptual development plan/study which has been adopted/approved by the legislative body.
2. Off - street parking and loading and/or unloading shall be provided in accordance with Articles XIII and XIV of this Ordinance.
3. No outdoor storage of any materials, supplies, or products ~~(usable or waste)~~ shall be permitted in this zone ~~except within enclosed containers.~~
4. No lighting shall be permitted which would glare from any use located within this zone onto any street or into any adjacent property, ~~road, highway, deeded right-of-way, or into any residential zone.~~
- ~~7. 5.~~ All business activities permitted within this zone shall be conducted within a completely enclosed building with the exception of the following: ~~off-street parking, loading, or unloading areas.~~
 - a. off - street parking and loading and/or unloading areas.

- b. outdoor play areas of a child day care center.
- c. areas used for the dispensing of fuel.
- 6. Circulation systems (vehicular and pedestrian) shall be coordinated with those of adjacent areas.
- 7. Mechanical equipment, whether ground or roof mounted, shall be screened from view.
- 8. Flat and mansard roof construction shall not be permitted.
- 6. 9. No use producing objectionable odors, noise, or dust shall be permitted within five hundred (500) feet from the boundary of any residential zone.
- 10. Sidewalks shall be required when any new development occurs.
- 11. All utilities must be underground when any new development occurs.
- 12. No outdoor storage of any waste materials shall be permitted in this zone, except within enclosed containers. Such area shall be screened from view.
- 5. 13. Screening and landscaping shall be provided, as regulated by Section 9.16 of this ordinance. In no case shall the minimum planting strip be required to exceed the minimum setback requirement established for this zone.
- 4. 14. Animal clinics and hospitals are limited to making outside runs during daytime hours.
- 8. A site plan, as regulated by Section 9.18 of this Ordinance, shall be required for any use permitted in this zone.

I. CRITERIA: Evaluation of the proposed Neighborhood Commercial (NC) Zone and/or development plan shall be based upon the following criteria:

1. Design

- a. Agreement with the various elements of the Area - Wide Comprehensive Plan, and where applicable, any other adopted plan.
- b. Extent to which the proposed development plan is consistent with the purpose of the Neighborhood Commercial (NC) Zone.
- c. Adequacy of the proposed site, considering such factors as the sufficiency of the size of the site to comply with the established criteria, the configuration of the site, and the extent to which the site is formed by logical boundaries (e.g., topography, natural features, streets, relationship of adjacent uses, etc.).
- d. Nature and extent of the proposed uses in relation to the unique characteristics of the site.
- e. Extent to which the design of the proposed development responds to the natural and man - made features of the site.

- f. Building locations should be planned to accomplish a desirable transition with open spaces, pedestrian areas, and off - street parking areas.
- g. Extent to which the scale of each building relates to the natural environment.
- h. The primary activity area of a building should be oriented toward a natural site amenity.
- i. The location of buildings should be designed to provide for an orderly rhythm by avoiding long, unbroken building facades.
- j. Heights of structures should be compatible with the height of existing structures adjacent to the site.

2. Circulation

- a. Amount of traffic that would be generated by the proposed development and the ability of the existing street system to adequately handle said traffic. Where deficiencies exist, proposed traffic improvements that would correct such deficiencies may be considered.
- b. Extent to which the design of the internal street system provides for the efficient and safe movement of traffic within and adjacent to the site.
- c. The circulation system should follow the natural terrain of the site.
- d. The circulation system should provide for the continuation of existing streets and provide for the connection of proposed streets to adjoining properties.
- e. Extent to which the complete separation of pedestrian and vehicular circulation systems is achieved.
- f. Pedestrian street crossings should provide for safe crossings where there is good sight distance along the street or at a grade separated crossing.

3. Open Space

- a. Existing trees, streams, natural features, and scenic views should be preserved and maintained where feasible and practicable.
- b. Extent to which an overall landscaping plan is developed and achieved to compliment the overall project.
- c. Landscaping should be an integral part in the design of off - street parking areas to soften the impact of hard surfaced areas on adjacent areas.
- d. Open spaces should not be isolated from one another by unrelated physical obstructions, but rather, should be linked together by open space corridors having a reasonable width.

- e. Open spaces and landscaping along the perimeter of the site shall be compatible with adjoining uses and zones.

4. Utilities

- a. Extent to which all necessary public utilities and facilities are available to service the proposed development, including police and fire protection, water and sewer services, and other services normally provided within the area. Where deficiencies exist, improvements that would correct such deficiencies may be considered.

5. Signage

- a. Signage should be designed to protect and enhance the visual amenities of the site.
- b. A sign package should be developed for the entire development that forms an integral part of the total design of the site.
- c. All signs should be of a complimentary scale and proportion in design and in visual relationship to the site and buildings.
- d. Extent to which signs define and enhance the architectural elements of a building or site.
- e. Extent to which signage is consolidated and coordinated with the overall site design.

J. AMENDMENTS: Any amendments to plans, except for the minor adjustments which may be permitted by the city's chief administrative official, or his/her duly authorized representative, shall be made in accordance with the procedure required by Subsection B., 2. or B., 3., above, subject to the same limitations and requirements as those under which such plans were originally approved.

K. EXPIRATION: Development plans within the Neighborhood Commercial (NC) Zone shall be subject to the time constraints noted below. Upon expiration of said time constraints, and any extensions thereto, the legislative body may initiate a request for a public hearing by the planning commission, in accordance with the requirements of KRS Chapter 100, for the purpose of determining: (1) whether said Neighborhood Commercial (NC) Zone should revert to its original zoning designation; or (2) that the approved Development Plan should be voided. A public hearing may be initiated if the following condition applies:

- 1. Substantial construction has not been initiated within a period of twelve (12) consecutive months from the date of approval of the Stage II Development Plan, provided that an extension may be permitted upon approval of the legislative body, or its duly authorized representative, if sufficient proof can be demonstrated that the construction was delayed

due to circumstances beyond the applicant's control, and that prevailing conditions have not changed appreciably to render the approved Stage II Development Plan obsolete. Substantial construction shall be deemed to mean the placing of footers and/or foundation.

Alternative 1

ATTACHMENT C

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE X ZONES

SECTION 10.9 HC (HIGHWAY COMMERCIAL) ZONE

- A. PURPOSE: The purpose of the Highway Commercial (HC) Zone is to provide for a zoning district which would allow the development of individual businesses which are primarily oriented towards serving the traveling/transient public or which require immediate access to the regional transportation system.
- B. APPLICATION AND PROCESSING: Applications for development within a Highway Commercial (HC) Zone shall be processed as follows:
1. Applications for a map amendment to zone an area HC shall follow the procedures set forth in Article XVIII of this ordinance. In addition to the regulations set forth in Article XVIII, of this ordinance, the application shall be accompanied by a development plan, as regulated by Section 9.19, A., of this ordinance, for the entire area under single ownership.
 2. When a site is proposed to be developed within an area which is currently zoned HC, a Stage I Development Plan for the entire area under single ownership, as regulated by Section 9.19, A., of this ordinance, shall be submitted for review by the planning commission. Development shall include: grading of any land; construction of any streets or other improvements; and the demolition, erection, physical expansion, or change of use of any structure. Development shall not include the normal maintenance (e.g., cleaning, painting, etc.) of any structure.
 - a. The planning commission shall hold a public hearing on the proposed Stage I Development Plan in accordance with the requirements of KRS Chapter 424, and review said Stage I Development Plan with regard to its compliance with the stated purpose of the Highway Commercial (HC) Zone, the required elements of the Stage I Development Plan, applicable requirements of this section of the ordinance, and other applicable requirements of this ordinance. Upon holding such hearing, the planning commission shall make one of the following recommendations to the legislative body: approval, approval with conditions, or disapproval. The planning commission shall submit, along with

their recommendations, a copy of the Stage I Development Plan and the bases for their recommendation.

- b. The legislative body, shall, within ninety (90) days after the planning commission makes its recommendation, process the proposed Stage I Development Plan. Action to approve the Stage I Development Plan may incorporate any conditions imposed by the planning commission. However, should the action impose different conditions than were reviewed and considered by the planning commission, then said conditions shall be resubmitted to the planning commission for further review and recommendation, in accordance with Subsection B., 2., a., of this section.

A copy of the approved Stage I Development Plan shall be forwarded to the planning commission, or its duly authorized representative, for further processing, in accordance with the requirements for a Stage II Development Plan.

3. Stage II - A Stage II Development Plan, for the area proposed to be developed, shall be developed in conformance with the approved Stage I Development Plan and in accordance with the requirements of Section 9.19, B. and C. of this ordinance, and submitted to the planning commission, or its duly authorized representative, for its review. Except for the manner of submission and processing, the subdivision regulations may be waived, where applicable, and the requirements of Section 9.19, B. and C. of this ordinance shall be substituted therefore. Those requirements not specifically waived by the planning commission shall conform with the subdivision regulations.

- a. The planning commission, or its duly authorized representative, shall review the submitted Stage II Development Plan with regard to its compliance with the required elements of Section 9.19, B. of this ordinance, its conformity with the approved Stage I Development Plan, applicable requirements of this section of the ordinance, and other applicable requirements of this ordinance. Minor adjustments from the approved Stage I Development Plan may be permitted, provided that the adjustments do not affect the spatial relationship of structures, change land uses, increase overall density, significantly alter circulation patterns (vehicular and pedestrian), decrease the amount and/or usability of open space or recreation areas, or conflict with other applicable requirements of this ordinance.

Following review of the submitted Stage II Development Plan, the planning commission, or its duly authorized representative, shall

make one of the following recommendations to the city's chief administrative official, or his/her duly authorized representative: approval, approval with conditions, or disapproval. The planning commission shall submit, along with their recommendations, a copy of the Stage II Development Plan and the bases for their recommendation.

- b. The city's chief administrative official, or his/her duly authorized representative, shall, within ninety (90) days after the planning commission, or its duly authorized representative, makes its recommendation, process the proposed Stage II Development Plan. Upon approval of the Stage II Development Plan by the city's chief administrative official, or his/her duly authorized representative, the zoning administrator shall grant permits only in accordance with the approved Stage II Development Plan, and other regulations as may be required by this ordinance.

A. C. PERMITTED USES:

1. Automobile, motorcycle, and truck sales, new and used
2. Automotive service and repair
3. Bank, and other financial institutions including loan, savings, and finance companies, with drive - in windows
4. Catering
5. Computer service and repair
6. Eating and drinking places, including drive - ins
7. Motels and hotels
8. Motor vehicle parts, wholesale and retail sales
9. Off - street parking lots and/or garages
10. Police and fire stations
11. Privately owned and/or operated recreational uses, including, but not limited to, indoor soccer, cheerleading, and gymnastic facilities

B. D. ACCESSORY USES:

1. Customary accessory buildings and uses
2. Fences and walls, as regulated by Article XVI of this Ordinance
3. Signs, as regulated by Article XV of this Ordinance
4. Uses as listed below, included within and entered from within, any motel or hotel building, as a convenience to the occupants thereof, and their customers, provided that the accessory uses shall not exceed ten (10) percent of the gross floor area of the permitted uses in the building and no exterior advertising displays for any accessory uses shall be visible from outside the building:

- a. Barber shop
- b. Beauty shop
- c. News and confectionery stands
- d. eating establishments and taverns

~~C. CONDITIONAL USES: No building or occupancy permit shall be issued for any of the following, nor shall any of the following uses or any customary accessory buildings or uses be permitted until and unless the location of said use is applied for and approved by the Board of Adjustment, as set forth in Section 9.13 of this Ordinance:~~

- ~~1. Service stations (including auto repairing, providing all repair work except that of a minor nature -- e.g., change of fan belt, minor carburetor adjustment, tire removal and/or replacement, windshield wiper replacement, etc. -- is conducted wholly within a completely enclosed building and providing further that such service station is located adjacent to an arterial street).~~

~~D. E. AREA AND HEIGHT REGULATIONS: No building shall be erected or structurally altered hereafter, except in accordance with the following regulations:~~

- ~~1. Minimum Lot Area - Ten thousand (10,000) square feet. In the case of this zone, more than one principal building, as herein defined, may be permitted on one lot.~~
- ~~2. Minimum Lot Width at Building Setback Line - Fifty (50) feet~~
- ~~3. Maximum Impervious Surface Ratio - Eighty (80) percent~~
- ~~3. Minimum Front Yard Depth - Fifty (50) feet~~
- ~~4. Minimum Side Yard Width on Each Side of Lot - No restrictions, except when adjacent to a street, road, highway, or other right-of-way, then the required width shall be the same as required for a minimum front yard depth in this zone. When buildings abut each other, firewall construction, as required by the Park Hills Building Code, shall be required. In the event a side yard is provided, it shall never be less than fifteen (15) feet.~~
- ~~5. Minimum Rear Yard Depth - Fifteen (15) feet.~~
- ~~6. 4. Maximum Building Height - Forty - five (45) feet~~
- ~~7. 5. In the case of this zone, more than one principal building, as herein defined, may be constructed on one lot~~

~~F. SETBACK REGULATIONS: Requirements shall be as required in Section 9.16, of this ordinance, or as approved in the plan. This area shall be landscaped in accord with the requirements of Section 9.16, of this ordinance.~~

~~G. EROSION AND SEDIMENTATION CONTROL: Effective erosion and sedimentation controls shall be planned and applied in accordance with Section 9.7 of this ordinance.~~

E. H. OTHER DEVELOPMENT CONTROLS:

1. Development shall be consistent with any conceptual development plan/study which has been adopted/approved by the legislative body.
- ~~1. 2.~~ Off-street parking and loading and/or unloading shall be provided in accordance with Articles XIII and XIV of this Ordinance.
- ~~2. 3.~~ No outdoor storage of any materials, supplies, or products ~~(usable or waste)~~ shall be permitted in this zone ~~except within enclosed containers.~~
- ~~3. 4.~~ No lighting shall be permitted which would glare from any use located within this zone onto any street, road, highway, ~~deeded right-of-way,~~ or into any adjacent property.
- ~~8. 5.~~ All business activities permitted within this zone shall be conducted within a completely enclosed building with the exception of off-street parking, loading and/or unloading areas, providing, however, that temporary parking of vehicles to be repaired or serviced may be allowed if stored within an area completely enclosed on all sides by a fence or wall, as regulated by Article XVI of this Ordinance.
6. Circulation systems (vehicular and pedestrian) shall be coordinated with those of adjacent areas.
7. Mechanical equipment, whether ground or roof mounted, shall be screened from view.
8. Flat and mansard roof construction shall not be permitted.
- ~~5. 9.~~ No use producing objectionable odors, noise, or dust shall be permitted within five hundred (500) feet from the boundary of any residential zone.
10. Sidewalks shall be required when any new development occurs.
11. All utilities must be underground when any new development occurs.
12. No outdoor storage of any waste materials shall be permitted in this zone, except within enclosed containers. Such area shall be screened from view.
- ~~4. 13.~~ Screening and landscaping shall be provided, as regulated by Section 9.16 of this ordinance. In no case shall the minimum planting strip be required to exceed the minimum setback requirement established for this zone.
- ~~6.~~ A site plan, as regulated by Section 9.18 of this Ordinance shall be required for any use in this zone.
- ~~7.~~ Off-street parking and loading and/or unloading areas may be located in front and side yard areas in this zone provided that no off-street parking areas shall be closer than fifteen (15) feet to the streets, road, highway, or right-of-way line or boundary line of any adjacent district. This fifteen (15) foot area shall remain open and unobstructed except items specifically permitted in yards in this Ordinance.

- I. CRITERIA: Evaluation of the proposed Highway Commercial (HC) Zone and/or development plan shall be based upon the following criteria:

1. Design

- a. Agreement with the various elements of the Area - Wide Comprehensive Plan, and where applicable, any other adopted plan.
- b. Extent to which the proposed development plan is consistent with the purpose of the Highway Commercial (HC) Zone.
- c. Adequacy of the proposed site, considering such factors as the sufficiency of the size of the site to comply with the established criteria, the configuration of the site, and the extent to which the site is formed by logical boundaries (e.g., topography, natural features, streets, relationship of adjacent uses, etc.).
- d. Nature and extent of the proposed uses in relation to the unique characteristics of the site.
- e. Extent to which the design of the proposed development responds to the natural and man - made features of the site.
- f. Building locations should be planned to accomplish a desirable transition with open spaces, pedestrian areas, and off - street parking areas.
- g. Extent to which the scale of each building relates to the natural environment.
- h. The primary activity area of a building should be oriented toward a natural site amenity.
- i. The location of buildings should be designed to provide for an orderly rhythm by avoiding long, unbroken building facades.
- j. Heights of structures should be compatible with the height of existing structures adjacent to the site.

2. Circulation

- a. Amount of traffic that would be generated by the proposed development and the ability of the existing street system to adequately handle said traffic. Where deficiencies exist, proposed traffic improvements that would correct such deficiencies may be considered.
- b. Extent to which the design of the internal street system provides for the efficient and safe movement of traffic within and adjacent to the site.
- c. The circulation system should follow the natural terrain of the site.
- d. The circulation system should provide for the continuation of existing streets and provide for the connection of proposed streets to adjoining properties.
- e. Extent to which the complete separation of pedestrian and vehicular circulation systems is achieved.

- f. Pedestrian street crossings should provide for safe crossings where there is good sight distance along the street or at a grade separated crossing.

3. Open Space

- a. Existing trees, streams, natural features, and scenic views should be preserved and maintained where feasible and practicable.
- b. Extent to which an overall landscaping plan is developed and achieved to compliment the overall project.
- c. Landscaping should be an integral part in the design of off - street parking areas to soften the impact of hard surfaced areas on adjacent areas.
- d. Open spaces should not be isolated from one another by unrelated physical obstructions, but rather, should be linked together by open space corridors having a reasonable width.
- e. Open spaces and landscaping along the perimeter of the site shall be compatible with adjoining uses and zones.

4. Utilities

- a. Extent to which all necessary public utilities and facilities are available to service the proposed development, including police and fire protection, water and sewer services, and other services normally provided within the area. Where deficiencies exist, improvements that would correct such deficiencies may be considered.

5. Signage

- a. Signage should be designed to protect and enhance the visual amenities of the site.
- b. A sign package should be developed for the entire development that forms an integral part of the total design of the site.
- c. All signs should be of a complimentary scale and proportion in design and in visual relationship to the site and buildings.
- d. Extent to which signs define and enhance the architectural elements of a building or site.
- e. Extent to which signage is consolidated and coordinated with the overall site design.

- J. AMENDMENTS: Any amendments to plans, except for the minor adjustments which may be permitted by the city's chief administrative official, or his/her duly authorized representative, shall be made in accordance with the procedure

required by Subsection B., 2. or B., 3., above, subject to the same limitations and requirements as those under which such plans were originally approved.

K. EXPIRATION: Development plans within the Highway Commercial (HC) Zone shall be subject to the time constraints noted below. Upon expiration of said time constraints, and any extensions thereto, the legislative body may initiate a request for a public hearing by the planning commission, in accordance with the requirements of KRS Chapter 100, for the purpose of determining: (1) whether said Highway Commercial (HC) Zone should revert to its original zoning designation; or (2) that the approved Development Plan should be voided. A public hearing may be initiated if the following condition applies:

1. Substantial construction has not been initiated within a period of twelve (12) consecutive months from the date of approval of the Stage II Development Plan, provided that an extension may be permitted upon approval of the legislative body, or its duly authorized representative, if sufficient proof can be demonstrated that the construction was delayed due to circumstances beyond the applicant's control, and that prevailing conditions have not changed appreciably to render the approved Stage II Development Plan obsolete. Substantial construction shall be deemed to mean the placing of footers and/or foundation.

Alternative 1

ATTACHMENT D

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE XV SIGN REGULATIONS

SECTION 15.6 CLASSIFICATION OF SIGNS: The following classification of signs shall be deemed to include all signs permitted in any zone unless other signs are specifically listed and provided for. The classification of all signs shall be determined by the Zoning Administrator. (Permitted use and location of signs - see Section 15.7.)

L. CLASS 12: The following signs, meeting the following specifications, shall constitute Class 12 and shall be only business or identification signs, as defined herein:

1. STRUCTURAL TYPE - Ground sign, single or double faced.
2. MAXIMUM SIZE OF SINGLE SIGN – Fifty (50) square feet.
3. MAXIMUM HEIGHT ABOVE GRADE AT TOP OF SIGN - Ten (10) feet.
4. LIMITATIONS:
 - a. One (1) sign may be erected for each street frontage of the lot or building site on which the primary permitted use is located.
5. OTHER LIMITATIONS:
 - a. Shall be neither flashing nor animated.
 - b. May be illuminated, but only from a concealed light source.
 - c. No part of any ground sign shall be closer than five (5) feet from any property line.

Alternative 1

ATTACHMENT E

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE XV SIGN REGULATIONS

SECTION 15.7 PERMITTED USE AND LOCATION OF SIGNS: The following classes of signs may be erected and maintained in the following zones:

ZONES	USES	PERMITTED SIGN CLASSES
NC	(1) Any use permitted in this zone	1, 2, and 4
	(2) In addition to sign classes permitted in (1):	
	(a) Service stations	5 and 7 or 6 and 7*
	(b) Off-street parking areas (excluding garages)	3
	(c) And all uses other than service stations and off-street parking areas, (however including parking garages) permitted in this zone	5 or 6
HG	(d) Signs for identification of a shopping complex (3 or more business located in a unified building or attached group of buildings)	9
	(1) Any use permitted in this zone	1, 2, and 4
	(2) In addition to sign classes permitted in (1):	
	(a) Off-street parking areas (excluding parking garages)	3
	(b) Signs for identification of name of shopping complex (3 or more businesses located in a unified building or attached group of buildings)	9
NC, HC	However, each individual business in this complex may have	5 and 11 or 6 and 11*
	<u>(1) Any use permitted in this zone</u>	<u>1, 2, and 4</u>
	<u>(2) In addition to sign classes permitted in (1):</u>	

<u>(a) Off-street parking areas</u>	<u>3</u>
<u>(b) Signs for identification of a shopping complex (3 or more businesses located in a unified building or attached group of buildings)</u>	<u>5 and 12 or</u> <u>6 and 12*</u>
<u>(c) All other uses not located in a shopping complex (3 or more businesses located in a unified building or attached group of buildings)</u>	<u>5 and 12 or</u> <u>6 and 12*</u>

-
- * A combination of classes 5 and 6 signs may be used provided that the combined total number of square feet of sign area used shall not exceed one (1) square foot of area for each horizontal linear foot of building wall upon which the sign or signs are to be located.

Alternative 1

ATTACHMENT F

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE XV SIGN REGULATIONS

SECTION 15.7 PERMITTED USE AND LOCATION OF SIGNS: The following classes of signs may be erected and maintained in the following zones:

ZONES	USES	PERMITTED SIGN CLASSES
R-1C, R-1D, R-1E, R-1EE, R-1FF	(1) Any use permitted in these zones (2) In addition to sign classes permitted in (1): (a) Conditional uses permitted in these zones <u>and located adjacent to a local street</u> (b) <u>Conditional uses permitted in these zones and located adjacent to a collector or arterial street</u>	4 5 and 8* or 6 and 8* <u>5 and 12* or</u> <u>6 and 12</u>

* A combination of classes 5 and 6 signs may be used provided that the combined total number of square feet of sign area used shall not exceed one (1) square foot of area for each horizontal linear foot of building wall upon which the sign or signs are to be located.

Alternative 2

ATTACHMENT A

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE VIII ESTABLISHMENT OF ZONES

SECTION 8.0 ZONES: For the purpose and intent of this Ordinance, the city of Park Hills, Commonwealth of Kentucky, is hereby divided into the following zones:

CO	Conservation Zone
R-1C	Single - Family Residential One - C Zone
R-1D	Single - Family Residential One - D Zone
R-1E	Single - Family Residential One - E Zone
R-1EE	Single and Two - Family Residential One - EE Zone
R-1FF	Single and Two - Family Residential One - FF Zone
R-2	Multi - Family Residential - Two Zone
R-3	Multi - Family Residential - Three Zone
NC	Neighborhood Commercial Zone
HC	Highway Commercial Zone
PO	Professional Office Zone
<u>CC</u>	<u>Corridor Commercial Zone</u>

Alternative 2

ATTACHMENT B

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE IX GENERAL REGULATIONS

SECTION 9.10 APPLICATION OF ZONING REGULATIONS

- F. Accessory structures and uses including off - street parking and loading and/or unloading areas shall not be permitted within any required minimum front yard or side yard (on each side of the lot), except in the NC ~~and~~ HC, and CC zones as provided herein. Accessory structures and uses including off - street parking and loading and/or unloading areas shall be permitted to extend into the minimum rear yard area, as defined herein, in all zones, but by never more than ten (10) feet.

Alternative 2

ATTACHMENT C

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE IX GENERAL REGULATIONS

SECTION 9.12 EXCEPTIONS AND MODIFICATIONS

E. EXCEPTION TO AREA, AND YARD REGULATIONS:

1. Where existing or proposed development within the multi - family (R-2 and R-3) and commercial (CC, HC, NC, PO, SC, and LHS) Zones is to be subdivided, the minimum area and yard requirements may be less than required by this ordinance provided that:
 - a. The maximum density of the zone is not exceeded and/or the minimum site for the total development must not be less than that required by the respective zone.
 - b. A community association or other responsible entity is established prior to the approval by the planning commission of any subdivision of land. The association shall be obligated and empowered to own, operate, and maintain all common areas (as specifically identified on the submitted site plan required by Item c. of this section) including such items as open space, recreational facilities, access drives, parking areas, pedestrian walkways, etc., and all facilities constructed thereon.
 - c. A site plan, as regulated by the applicable requirements of Section 9.12 of this ordinance, including the proposed area and yard requirements for the development, is submitted for review and approval by the planning commission.
2. In addition, the planning commission may waive the requirement that all lots abut a minimum frontage along a dedicated right - of - way provided that those lots that do not abut a dedicated right - of - way are assured an unencumbered and maintained accessway by the association to a dedicated right - of – way.

Alternative 2

ATTACHMENT D

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE IX GENERAL REGULATIONS

~~SECTION 9.18 SITE PLAN REQUIREMENTS: No building shall be erected or structurally altered nor shall any grading take place on any lot or parcel in zones where a site plan is required, except in accordance with the regulations of this section and an approved site plan as hereinafter required. Before a permit is issued for construction, one (1) copy of the site plan of the area at a scale no smaller than one (1) inch equals one hundred (100) feet shall be filed with the city of Park Hills and one (1) copy with the Northern Kentucky Area Planning Commission setting forth, identifying, and locating the following:~~

- ~~A. Total area in development project including legal description.~~
- ~~B. Present zoning of property in question and adjacent properties.~~
- ~~C. All public and private rights of way and easement lines located on and adjacent to the property which are proposed to be continued, created, enlarged, relocated, or abandoned.~~
- ~~D. Existing topography with a maximum of two foot contour intervals. Where existing ground is on a slope of less than two (2) percent, either one foot contours or spot elevations where necessary, but not more than fifty (50) feet apart in both directions.~~
- ~~E. The proposed finished grade of the development area shown by contours with intervals not larger than two (2) feet, supplemented where necessary by spot elevations.~~
- ~~F. The location of every existing and proposed building in the described parcel or parcels, the use or uses to be continued therein, the number of buildings including dimensions and height, the gross floor area and number of floors.~~
- ~~G. Location and dimensions of all curb cuts, driving lanes, off street parking and loading and/or unloading areas, including number of spaces, angle of stalls, grades and illumination facilities.~~
- ~~H. All walks, malls, and other open spaces and recreational areas.~~

- ~~I. Location of all walls, fences, and screen plantings.~~
- ~~J. Location, size, height, and orientation of all signs.~~
- ~~K. Types of surfacing proposed on the various off-street parking and driveways including cross-sections and drainage plans.~~
- ~~L. Location of all existing and proposed streets, highways, and alleys.~~
- ~~M. All existing and proposed water and sanitary sewer lines, indicating pipe sizes, types, and grades.~~
- ~~N. A drainage plan of the area showing size and location of each existing and proposed structure. The approximate volume of water generated by development of the subject area and the proposed method of disposing of said water. Provisions shall be included for adequate control of erosion and sedimentation, indicating the proposed temporary and permanent control practices and measures which will be implemented during all phases of clearing, grading, and construction.~~
- ~~O. A schedule of development, including the staging and phasing of:
 - ~~1. Residential area, in order of priority, by type of dwelling unit;~~
 - ~~2. Streets, utilities, and other public facility improvements, in order of priority;~~
 - ~~3. Dedication of land to public use or set aside for common ownership with a preliminary statement indicating how maintenance of the latter will be handled; and~~
 - ~~4. The construction of non-residential buildings, in order of priority.~~~~
- ~~P. Such other information with regard to the development area as may be required by the Planning Commission to determine conformance with this Ordinance.~~

~~All such site plans shall be reviewed by the legislative body, or its duly authorized representative, and the factual determination approving or rejecting such plans shall be made in accordance with requirements of this or other applicable sections of this Ordinance and the Area-Wide Comprehensive Plan for Kenton County as adopted by the Kenton County and Municipal Planning and Zoning Commission. However, no action of approving or rejecting any site plan shall be taken unless and until a review of the proposal has been made and submitted by the Northern Kentucky Area Planning Commission.~~

~~All site plans approved shall be binding upon the applicants, their successors and assigns, and shall limit the development to all conditions and limitations established in such plans.~~

~~Amendments to plans may be made in accordance with the procedure required by this Ordinance subject to the same limitations and requirements as those under which such plans were originally approved.~~

~~After final approval, the subject area may be developed in stages, provided all of the procedures required by the legislative body or its duly authorized representative have been complied with.~~

SECTION 9.18 SITE PLAN REQUIREMENTS: No building shall be erected or structurally altered nor shall any grading take place on any lot or parcel in zones where a site plan is required, except in accordance with the regulations of this section and an approved site plan as hereinafter required. Before a permit is issued for construction, two (2) copies of the site plan of the area at a scale no smaller than one (1) inch to one hundred (100) feet, shall be filed with the building inspector and three (3) copies with the zoning administrator. The site plan shall identify and locate, where applicable, the information as listed in Section 9.19, B. -- Stage II Plan Requirements.

All such site plans shall be reviewed by the city's zoning administrator and the factual determination approving or rejecting such plans shall be made in accordance with requirements of this and other applicable sections of this ordinance, and the comprehensive plan for the city.

All site plans approved shall be binding upon the applicants, their successors and assigns and shall limit the development to all conditions and limitations established in such plans.

Amendments to plans may be made in accordance with the procedure required by this ordinance subject to the same limitations and requirements as those under which such plans were originally approved.

After final approval, the subject area may be developed in phases, provided all of the procedures required by the city's zoning administrator have been complied with.

SECTION 9.19 PLAN REQUIREMENTS - STAGES I, II, AND RECORD PLAT:

A. STAGE I -- PLAN REQUIREMENTS: The Stage I Plan shall identify and provide the following information:

1. Plan(s) of the subject property, drawn to a scale not smaller than one (1) inch equals one hundred (100) feet showing:

- a. The total area in the project;
- b. The present zoning of the subject property and all adjacent properties;
- c. All public and private rights-of-way and easement lines located on or adjacent to the subject property which are proposed to be continued, created, enlarged, relocated, or abandoned;
- d. Existing topography, and approximate delineation of any topographical changes shown by contour with intervals not to exceed five (5) feet;
- e. Delineation of all existing and proposed residential areas in the project with a statement indicating net density of the total project:
 - (1) Detached housing - location and approximate number of lots, including a typical section(s) identifying approximate lot sizes and dimensions, and setback and height of buildings;
 - (2) Attached housing - location and description of the various housing types (i.e., townhouse, fourplex, garden apartment, etc.) including approximate heights of typical structures, and the approximate number of units by housing type;
- f. Delineation of all existing and proposed nonresidential uses in the project:
 - (1) Commercial uses - location and type of all uses including approximate number of acres, gross floor area and heights of buildings;
 - (2) Open Space/Recreation - the approximate amount of area proposed for common open space, including the location of recreational facilities, and identification of unique natural features to be retained;
 - (3) Other public and semi-public uses - location and type of all uses, including approximate number of acreage, and height of buildings;
- g. Location of proposed pedestrian walkways, identifying approximate dimensions;

- h. Location of proposed streets, identifying approximate dimensions of pavement, right-of-way widths, and grades;
- i. Location of all existing and proposed water, sanitary sewer, and storm drainage lines, indicating approximate pipe sizes. Indication should also be given regarding the provision of electric and telephone service.
- j. Certification from appropriate water and sewer agencies that services will be available.
- k. Identification of the soil types and geologic formations on the subject property, indicating anticipated problems and proposed methods of handling said problems.
- l. Other information that may be determined necessary for description and/or to insure proper integration of the proposed project in the area.

The aforementioned information required may be combined in any suitable and convenient manner so long as the data required is clearly indicated. A separate plan or drawing for each element is not necessary, but may be provided at the option of the applicant.

B. STAGE II -- PLAN REQUIREMENTS: The Stage II Plan shall conform to the following requirements:

- 1. Plan(s) of the subject property drawn to a scale of not smaller than one (1) inch equals one hundred (100) feet, that identifies and provides the following information:
 - a. The existing and proposed finished topography of the subject property shown by contours with intervals not to exceed five (5) feet. Where conditions exist that may require more detailed information on the proposed topography, contours with intervals of less than five (5) feet may be required by the planning commission;
 - b. All housing units on the subject property:
 - (1) Detached housing - Location, arrangement, and number of all lots, including lot dimensions and setbacks, and maximum height of buildings;
 - (2) Attached housing - Location, height, and arrangement of all buildings, indicating the number of units in each building.

and, where applicable, location, arrangement and dimensions of all lots;

- c. Location, height, arrangement, and identification of all nonresidential buildings and uses on the subject property and, where applicable, location and arrangement of all lots with lot dimensions;
- d. Location and arrangement of all common open space areas, and recreational facilities, including lot dimensions. Methods of ownership and operation and maintenance of such lands shall be identified;
- e. Landscaping features, including identification of planting areas and the location, type, and height of walls and fences;
- f. Location of signs indicating their orientation and size and height;
- g. All utility lines and easements:
 - (1) Water distribution systems, including line sizes, width of easements, type of pipe, location of hydrants and valves, and other appurtenances;
 - (2) Sanitary sewer system, including pipe sizes, width of easements, gradients, type of pipes, invert elevations, location and type of manholes, the location, type, size of all lift or pumping stations, capacity, and process of any necessary treatment facilities, and other appurtenances;
 - (3) Storm sewer and natural drainage system, including pipe and culvert sizes, gradients, location of open drainage courses, width of easements, location and size of inlets and catch basins, location and size of retention and/or sedimentation basins, and data indicating the quantity of storm water entering the subject property naturally from areas outside the property, the quantity of flow at each pickup point (inlet), the quantity of storm water generated by development of the subject area, and the quantity of storm water to be discharged at various points to areas outside the subject property;
 - (4) Other utilities (e.g., electric, telephone, etc.) including the type of service and the width of easements;

- h. Location of all off-street parking, loading and/or unloading, and driveway areas, including typical cross sections, the type of surfacing, dimensions, and the number and arrangement of off-street parking and loading and/or unloading spaces;
- i. Circulation System:
 - (1) Pedestrian walkways, including alignment, grades, type of surfacing, and width;
 - (2) Streets, including alignment, grades, type of surfacing, width of pavement and right-of-way, geometric details, and typical cross sections;
- j. Provisions for control of erosion, hillside slippage and sedimentation, indicating the temporary and permanent control practices and measures which will be implemented during all phases of clearing, grading, and construction;
- k. A schedule of development, including the staging and phasing of:
 - (1) Residential area, in order of priority, by type of dwelling unit;
 - (2) Streets, utilities, and other public facility improvements, in order of priority;
 - (3) Dedication of land to public use or set aside for common ownership; and
 - (4) Non-residential buildings and uses, in order of priority.

The aforementioned information required may be combined in any suitable and convenient manner so long as the data required is clearly indicated.

- C. SUBMISSION OF PRELIMINARY PLAT, IMPROVEMENT DRAWINGS, EROSION AND SEDIMENTATION PLANS AND FINAL PLAT: Plan requirements developed under the Stage I and Stage II Plan requirements of this section, involving the subdivision of land shall also be submitted and developed in accordance with the applicable requirements of the adopted subdivision regulations of the Kenton County Planning Commission.

Alternative 2

ATTACHMENT E

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE X ZONES

SECTION 10.11 CC (CORRIDOR COMMERCIAL) ZONE

- A. PURPOSE: The purposes of the Corridor Commercial (CC) Zone are to: allow businesses, within a planned and architecturally unified development, which provide convenience goods and services to a work population and the residences of adjacent neighborhoods; allow development at a small scale with a main street setting; and supplement or serve adjacent areas without having an adverse impact on adjacent areas; but always with the intention of furthering the public health, safety, and general welfare.
- B. APPLICATION AND PROCESSING: Applications for development within a Corridor Commercial (CC) Zone shall be processed as follows:
1. Applications for a map amendment to zone an area CC shall follow the procedures set forth in Article XVIII of this ordinance. In addition to the regulations set forth in Article XVIII, of this ordinance, the application shall be accompanied by a development plan, as regulated by Section 9.19, A., of this ordinance, for the entire area under single ownership.
 2. When a site is proposed to be developed within an area which is currently zoned CC, a Stage I Development Plan for the entire area under single ownership, as regulated by Section 9.19, A., of this ordinance, shall be submitted for review by the planning commission. Development shall include: grading of any land; construction of any streets or other improvements; and the demolition, erection, physical expansion, or change of use of any structure. Development shall not include the normal maintenance (e.g., cleaning, painting, etc.) of any structure.
 - a. The planning commission shall hold a public hearing on the proposed Stage I Development Plan in accordance with the requirements of KRS Chapter 424, and review said Stage I Development Plan with regard to its compliance with the stated purpose of the Corridor Commercial (CC) Zone, the required elements of the Stage I Development Plan, applicable requirements of this section of the ordinance, and other applicable requirements of this ordinance. Upon holding such hearing, the planning

commission shall make one of the following recommendations to the legislative body: approval, approval with conditions, or disapproval. The planning commission shall submit, along with their recommendations, a copy of the Stage I Development Plan and the bases for their recommendation.

- b. The legislative body, shall, within ninety (90) days after the planning commission makes its recommendation, process the proposed Stage I Development Plan. Action to approve the Stage I Development Plan may incorporate any conditions imposed by the planning commission. However, should the action impose different conditions than were reviewed and considered by the planning commission, then said conditions shall be resubmitted to the planning commission for further review and recommendation, in accordance with Subsection B., 2., a., of this section.

A copy of the approved Stage I Development Plan shall be forwarded to the planning commission, or its duly authorized representative, for further processing, in accordance with the requirements for a Stage II Development Plan.

3. Stage II - A Stage II Development Plan, for the area proposed to be developed, shall be developed in conformance with the approved Stage I Development Plan and in accordance with the requirements of Section 9.19, B. and C. of this ordinance, and submitted to the planning commission, or its duly authorized representative, for its review. Except for the manner of submission and processing, the subdivision regulations may be waived, where applicable, and the requirements of Section 9.19, B. and C. of this ordinance shall be substituted therefore. Those requirements not specifically waived by the planning commission shall conform with the subdivision regulations.

- a. The planning commission, or its duly authorized representative, shall review the submitted Stage II Development Plan with regard to its compliance with the required elements of Section 9.19, B. of this ordinance, its conformity with the approved Stage I Development Plan, applicable requirements of this section of the ordinance, and other applicable requirements of this ordinance. Minor adjustments from the approved Stage I Development Plan may be permitted, provided that the adjustments do not affect the spatial relationship of structures, change land uses, increase overall density, significantly alter circulation patterns (vehicular and pedestrian), decrease the amount and/or usability of open space or recreation areas, or conflict with other applicable requirements of this ordinance.

Following review of the submitted Stage II Development Plan, the planning commission, or its duly authorized representative, shall make one of the following recommendations to the city's chief administrative official, or his/her duly authorized representative: approval, approval with conditions, or disapproval. The planning commission shall submit, along with their recommendations, a copy of the Stage II Development Plan and the bases for their recommendation.

- b. The city's chief administrative official, or his/her duly authorized representative, shall, within ninety (90) days after the planning commission, or its duly authorized representative, makes its recommendation, process the proposed Stage II Development Plan. Upon approval of the Stage II Development Plan by the city's chief administrative official, or his/her duly authorized representative, the zoning administrator shall grant permits only in accordance with the approved Stage II Development Plan, and other regulations as may be required by this ordinance.

C. PERMITTED USES:

1. Animal clinics
2. Automobile, motorcycle, and truck sales, new and used
3. Automotive service and repair
4. Bakery and bakery goods store, provided the products are sold exclusively on the premises
5. Banks and other financial institutions, including savings, loan, and finance companies with drive - in windows
6. Candy store, soda fountain, ice cream store, excluding drive - ins
7. Catering facility and services
8. Delicatessen store
9. Dry cleaning and laundry pick - up station
10. Eating and drinking places, excluding drive - ins
11. Food store and supermarkets
12. Health spas
13. Hospitals
14. Interior decorating studio
15. Laundromats and self - service washing and drying
16. Library
17. Motels and hotels
18. Motor vehicle parts, wholesale and retail sales
19. Offices
20. Off - street parking lots and/or garages
21. Package liquor and wine store

22. Pet shop, excluding boarding and outside runs
23. Police and fire stations
24. Post office
25. Privately owned and/or operated recreational uses, including, but not limited to, indoor soccer, cheerleading, and gymnastic facilities
26. Retail and service uses, excluding drive-ins
27. Studios for professional work or teaching of any form of fine arts, photography, music, drama, or dance

D. ACCESSORY USES:

1. Customary accessory uses.
2. Fences and walls, as regulated by Article XVI of this Ordinance.
3. Signs, as regulated by Article XV of this Ordinance.

E. AREA AND HEIGHT REGULATIONS: No building shall be erected or structurally altered hereafter, except in accordance with the following regulations:

1. Minimum Lot Area - Ten thousand (10,000) square feet.
2. Minimum Lot Width at Building Setback Line - Fifty (50) feet.
3. Maximum Impervious Surface Ratio – Seventy (70) percent.
4. Maximum Building Height - Forty - five (45) feet.
5. In the case of this zone, more than one principal building, as herein defined, may be constructed on one lot.

F. SETBACK REGULATIONS: Requirements shall be as required in Section 9.16, of this ordinance, or as approved in the plan. This area shall be landscaped in accord with the requirements of Section 9.16, of this ordinance.

G. EROSION AND SEDIMENTATION CONTROL: Effective erosion and sedimentation controls shall be planned and applied in accordance with Section 9.7 of this ordinance.

H. OTHER DEVELOPMENT CONTROLS:

1. Development shall be consistent with any conceptual development plan/study which has been adopted/approved by the legislative body.
2. Off - street parking and loading and/or unloading shall be provided in accordance with Articles XIII and XIV of this Ordinance.
3. No outdoor storage of any materials, supplies, or products shall be permitted in this zone.
4. No lighting shall be permitted which would glare from any use located within this zone onto any street or into any adjacent property.
5. All business activities permitted within this zone shall be conducted within a completely enclosed building with the exception of the following:

- a. off - street parking and loading and/or unloading areas.
 - b. outdoor play areas of a child day care center.
 - c. areas used for the dispensing of fuel.
 - 6. Circulation systems (vehicular and pedestrian) shall be coordinated with those of adjacent areas.
 - 7. Mechanical equipment, whether ground or roof mounted, shall be screened from view.
 - 8. Flat and mansard roof construction shall not be permitted.
 - 9. No use producing objectionable odors, noise, or dust shall be permitted within five hundred (500) feet from the boundary of any residential zone.
 - 10. Sidewalks shall be required when any new development occurs.
 - 11. All utilities must be underground when any new development occurs.
 - 12. No outdoor storage of any waste materials shall be permitted in this zone, except within enclosed containers. Such area shall be screened from view.
 - 13. Screening and landscaping shall be provided, as regulated by Section 9.16 of this ordinance. In no case shall the minimum planting strip be required to exceed the minimum setback requirement established for this zone.
 - 14. Animal clinics and hospitals are limited to making outside runs during daytime hours.
- I. CRITERIA: Evaluation of the proposed Corridor Commercial (CC) Zone and/or development plan shall be based upon the following criteria:
- 1. Design
 - a. Agreement with the various elements of the Area - Wide Comprehensive Plan, and where applicable, any other adopted plan.
 - b. Extent to which the proposed development plan is consistent with the purpose of the Corridor Commercial (CC) Zone.
 - c. Adequacy of the proposed site, considering such factors as the sufficiency of the size of the site to comply with the established criteria, the configuration of the site, and the extent to which the site is formed by logical boundaries (e.g., topography, natural features, streets, relationship of adjacent uses, etc.).
 - d. Nature and extent of the proposed uses in relation to the unique characteristics of the site.
 - e. Extent to which the design of the proposed development responds to the natural and man - made features of the site.

- f. Building locations should be planned to accomplish a desirable transition with open spaces, pedestrian areas, and off - street parking areas.
- g. Extent to which the scale of each building relates to the natural environment.
- h. The primary activity area of a building should be oriented toward a natural site amenity.
- i. The location of buildings should be designed to provide for an orderly rhythm by avoiding long, unbroken building facades.
- j. Heights of structures should be compatible with the height of existing structures adjacent to the site.

2. Circulation

- a. Amount of traffic that would be generated by the proposed development and the ability of the existing street system to adequately handle said traffic. Where deficiencies exist, proposed traffic improvements that would correct such deficiencies may be considered.
- b. Extent to which the design of the internal street system provides for the efficient and safe movement of traffic within and adjacent to the site.
- c. The circulation system should follow the natural terrain of the site.
- d. The circulation system should provide for the continuation of existing streets and provide for the connection of proposed streets to adjoining properties.
- e. Extent to which the complete separation of pedestrian and vehicular circulation systems is achieved.
- f. Pedestrian street crossings should provide for safe crossings where there is good sight distance along the street or at a grade separated crossing.

3. Open Space

- a. Existing trees, streams, natural features, and scenic views should be preserved and maintained where feasible and practicable.
- b. Extent to which an overall landscaping plan is developed and achieved to compliment the overall project.
- c. Landscaping should be an integral part in the design of off - street parking areas to soften the impact of hard surfaced areas on adjacent areas.
- d. Open spaces should not be isolated from one another by unrelated physical obstructions, but rather, should be linked together by open space corridors having a reasonable width.

- e. Open spaces and landscaping along the perimeter of the site shall be compatible with adjoining uses and zones.

4. Utilities

- a. Extent to which all necessary public utilities and facilities are available to service the proposed development, including police and fire protection, water and sewer services, and other services normally provided within the area. Where deficiencies exist, improvements that would correct such deficiencies may be considered.

5. Signage

- a. Signage should be designed to protect and enhance the visual amenities of the site.
- b. A sign package should be developed for the entire development that forms an integral part of the total design of the site.
- c. All signs should be of a complimentary scale and proportion in design and in visual relationship to the site and buildings.
- d. Extent to which signs define and enhance the architectural elements of a building or site.
- e. Extent to which signage is consolidated and coordinated with the overall site design.

J. AMENDMENTS: Any amendments to plans, except for the minor adjustments which may be permitted by the city's chief administrative official, or his/her duly authorized representative, shall be made in accordance with the procedure required by Subsection B., 2. or B., 3., above, subject to the same limitations and requirements as those under which such plans were originally approved.

K. EXPIRATION: Development plans within the Corridor Commercial (CC) Zone shall be subject to the time constraints noted below. Upon expiration of said time constraints, and any extensions thereto, the legislative body may initiate a request for a public hearing by the planning commission, in accordance with the requirements of KRS Chapter 100, for the purpose of determining: (1) whether said Corridor Commercial (CC) Zone should revert to its original zoning designation; or (2) that the approved Development Plan should be voided. A public hearing may be initiated if the following condition applies:

- 1. Substantial construction has not been initiated within a period of twelve (12) consecutive months from the date of approval of the Stage II Development Plan, provided that an extension may be permitted upon approval of the legislative body, or its duly authorized representative, if sufficient proof can be demonstrated that the construction was delayed

due to circumstances beyond the applicant's control, and that prevailing conditions have not changed appreciably to render the approved Stage II Development Plan obsolete. Substantial construction shall be deemed to mean the placing of footers and/or foundation.

Alternative 2

ATTACHMENT F

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE XV SIGN REGULATIONS

SECTION 15.6 CLASSIFICATION OF SIGNS: The following classification of signs shall be deemed to include all signs permitted in any zone unless other signs are specifically listed and provided for. The classification of all signs shall be determined by the Zoning Administrator. (Permitted use and location of signs - see Section 15.7.)

L. CLASS 12: The following signs, meeting the following specifications, shall constitute Class 12 and shall be only business or identification signs, as defined herein:

1. STRUCTURAL TYPE - Ground sign, single or double faced.
2. MAXIMUM SIZE OF SINGLE SIGN – Fifty (50) square feet.
3. MAXIMUM HEIGHT ABOVE GRADE AT TOP OF SIGN - Ten (10) feet.
4. LIMITATIONS:
 - a. One (1) sign may be erected for each street frontage of the lot or building site on which the primary permitted use is located.
5. OTHER LIMITATIONS:
 - a. Shall be neither flashing nor animated.
 - b. May be illuminated, but only from a concealed light source.
 - c. No part of any ground sign shall be closer than five (5) feet from any property line.

Alternative 2

ATTACHMENT G

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE XV SIGN REGULATIONS

SECTION 15.7 PERMITTED USE AND LOCATION OF SIGNS: The following classes of signs may be erected and maintained in the following zones:

ZONES	USES	PERMITTED SIGN CLASSES
NC	(1) Any use permitted in this zone	1, 2, and 4
	(2) In addition to sign classes permitted in (1):	
	(a) Service stations	5 and 7 or 6 and 7*
	(b) Off-street parking areas (excluding garages)	3
	(c) And all uses other than service stations and off-street parking areas, (however including parking garages) permitted in this zone	5 or 6
HG	(d) Signs for identification of a shopping complex (3 or more business located in a unified building or attached group of buildings)	9
	(1) Any use permitted in this zone	1, 2, and 4
	(2) In addition to sign classes permitted in (1):	
	(a) Off-street parking areas (excluding parking garages)	3
	(b) Signs for identification of name of shopping complex (3 or more businesses located in a unified building or attached group of buildings)	9
CC	However, each individual business in this complex may have	5 and 11 or 6 and 11*
	<u>(1) Any use permitted in this zone</u>	<u>1, 2, and 4</u>
	<u>(2) In addition to sign classes permitted in (1):</u>	

<u>(a) Off-street parking areas</u>	<u>3</u>
<u>(b) Signs for identification of a shopping complex (3 or more businesses located in a unified building or attached group of buildings)</u>	<u>5 and 12 or</u> <u>6 and 12*</u>
<u>(c) All other uses not located in a shopping complex (3 or more businesses located in a unified building or attached group of buildings)</u>	<u>5 and 12 or</u> <u>6 and 12*</u>

-
- * A combination of classes 5 and 6 signs may be used provided that the combined total number of square feet of sign area used shall not exceed one (1) square foot of area for each horizontal linear foot of building wall upon which the sign or signs are to be located.

Alternative 2

ATTACHMENT H

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE XV SIGN REGULATIONS

SECTION 15.7 PERMITTED USE AND LOCATION OF SIGNS: The following classes of signs may be erected and maintained in the following zones:

ZONES	USES	PERMITTED SIGN CLASSES
R-1C, R-1D, R-1E, R-1EE, R-1FF	(1) Any use permitted in these zones (2) In addition to sign classes permitted in (1): (a) Conditional uses permitted in these zones <u>and located adjacent to a local street</u> (b) <u>Conditional uses permitted in these zones and located adjacent to a collector or arterial street</u>	4 5 and 8* or 6 and 8* <u>5 and 12* or</u> <u>6 and 12</u>

* A combination of classes 5 and 6 signs may be used provided that the combined total number of square feet of sign area used shall not exceed one (1) square foot of area for each horizontal linear foot of building wall upon which the sign or signs are to be located.

Alternative 2

ATTACHMENT I

Proposed Text Amendment To The Park Hills Zoning Ordinance
Words to be added are underlined – Words to be deleted are lined through

ARTICLE XVI FENCES, WALLS, AND OBSTRUCTION TO VIEW REGULATIONS

SECTION 16.4 COMMERCIAL ZONES: Fences and/or walls within the CC, NC, HC, and PO Zones, including those permitted with all conditionally permitted uses in these zones shall conform to the following requirements:

- A. Fences of class 2 or 3 only shall be permitted in front yards of the CC, NC, HC, and PO Zones including the front yard of corner lots as governed by Section 16.0. Said fences may be erected up to a maximum height of eighty - four (84) inches.
- B. Classes 1, 2, 3, 4, 5, or 6 fences or walls may be erected in side or rear yards₁ up to a maximum height of ninety - six (96) inches, except for side or rear yards of corner lots as governed by Section 16.0. In the case of these corner lots, class 2 or 3 fences only, may be erected up to a maximum height of ninety - six (96) inches.

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING ON MONDAY, JANUARY 19, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR.

Call to Order

Pledge of Allegiance

Roll Call

Fire Chief Michael Amend thanked the Mayor and Council for attending tonight's meeting. The meeting is scheduled to discuss the future of the Park Hills Squad. Chief Amend introduced the other volunteer members present: Scott Rigney, Mary Beth Amend, Regis Huth, and Jeff Hoppenjans. Regis passed out his report to those present. He went on to say that there just aren't enough people who want, or have the time, to volunteer anymore. Many of those who have been here for a number of years are becoming burnt out, or just no longer have the time to volunteer, work full time and attend to their families. Training for the squad takes nine months, followed by squad ride ons with other cities, study time and 72 hours of continuing education every two years. Once you have completed training, you are required to cover one 8 hour shift per week. The squad must be out of quarters within 5 minutes of the call. Paid part timers are scheduled from 10:00 am until 6:00 pm. All other shifts are covered by the volunteers. Regis went on to show the history of the squad and how the number of volunteers continue to drop. At the present, Ft. Wright covers the weekend squad runs for Park Hills. In 2003, twenty-eight percent of runs were made on the weekend by Ft. Wright. This results in lost revenue for the city. Most of the squad runs (70%) are made within the city. Regis went over the pros and cons of having another city take over our squad. The biggest problem seemed to be the response time.

Regis stated if Covington took over, there may be an even bigger problem with response time since Covington has their own dispatch, which is not through the county. They may have to change their phone system in order to accommodate our runs. The cost for Covington to take over our runs could exceed \$500,000.

Transcare is dispatched for ALS only. They do not provide an ambulance and are there only to assist our EMS.

The current charge for a squad run is \$375. This amount includes the cost of supplies, fuel, service personnel, medical director, etc. The insurance pays about \$120 - \$125, then the balance is billed to the patient. The patient is "soft billed" which means they are not required to pay if they choose not to.

Special Meeting
January 19, 2004
Page 2

Chief Amend went on to say the part timers are also valuable to the city in other ways. They test and color-code hydrants, pumping them in the winter months to prevent them from freezing. They do hose testing, ambulance runs, fire inspections and alarm tests at city businesses and check the equipment on the fire trucks to make sure they are in proper working order.

The discussion also included a possible tax to residents to help fund the squad. Attorney Dick Spoor suggested some type of incentive to bring in volunteers, ie: use of a city vehicle or education reimbursement.

The Creighton Fund is for the volunteer fire department and is not intended for squad use. The Park Hills Fire Department must continue to be volunteer only, and may not merge with another city, in order for the department to continue receiving revenue from the Creighton will. Attorney Richard Spoor was asked if the city should separate the squad from the fire department. He replied it probably would not matter if the two were left together as long as the fire department remained volunteer.

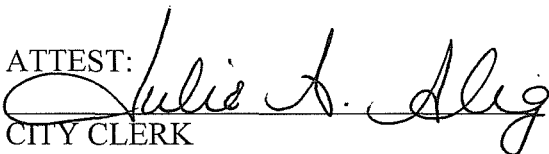
Mr. Ryan asked that Council look over the permitted uses on Dixie Highway listed in the handout by Mr. Schwartz at the last meeting. He would like to discuss this at the Caucus Meeting next Monday.

The squad is asking Council to think about what was discussed tonight and try to come up with some ideas to cover the weekend shift and keep the Park Hills Squad self sufficient twenty-four hours a day, seven days a week. If Ft. Wright were to take over the city's squad runs, it would probably cost about the same as the department is expending now.

See attached life squad report

10:30 Motion to adjourn from Special Meeting made by Mr. Hollenkamp


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

Park Hills Life Squad

Existence Is Crucial To The
Community

Current Situation

- EMT roster is dwindling
- No new interest shown by community to volunteer
- Training too lengthy
- No initiative shown from within

Requirements of an E.M.T

- Training
 - Hours
 - 150 hours of initial training for certification (nine months)
 - Ride time on an ambulance
 - Study time
 - Finances (365.00/ candidate)
- Continuing Education (72hrs every two years)
- On Call Requirements
 - one eight hour shift per week
 - Squad must be out of quarters in 5 min. (County Protocol)

Current Staff

Dennis Finke	EMT	Mornings/fill-in
Mary Beth Amend	EMT	Sun
Dawn Bloemer	EMT	Thurs
Jeff Hoppenjans	EMT	Mon/ Tues/fill-in
Regis Huth	EMT	Sun/ Mon/ Tues
Rick Jamie	EMT	Wed
Roger Stephens	First Responder	Mornings/fill-in
Dan Bosch	First Responder	Wed

Current Run Coverage Schedule

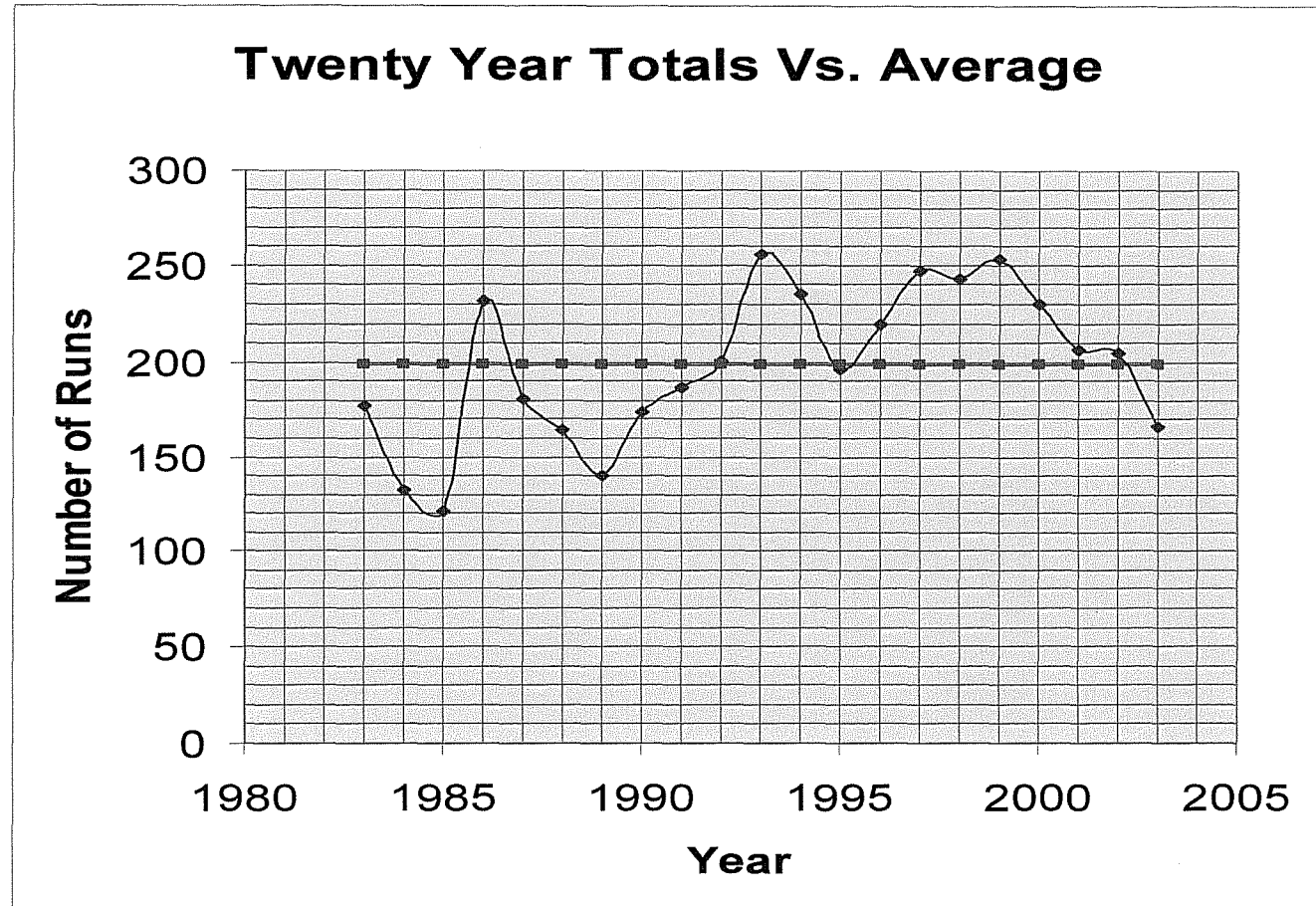
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
0:00								Current Ft. Wright coverage
1:00								
2:00								Volunteer shift coverage
3:00								
4:00								Volunteer shift coverage
5:00								
6:00								Part-time staff coverage
7:00								
8:00								anybody's guess
9:00								
10:00								
11:00								
12:00								
13:00								
14:00								
15:00								
16:00								
17:00								
18:00								
19:00								
20:00								
21:00								
22:00								
23:00								

History of the Life Squad

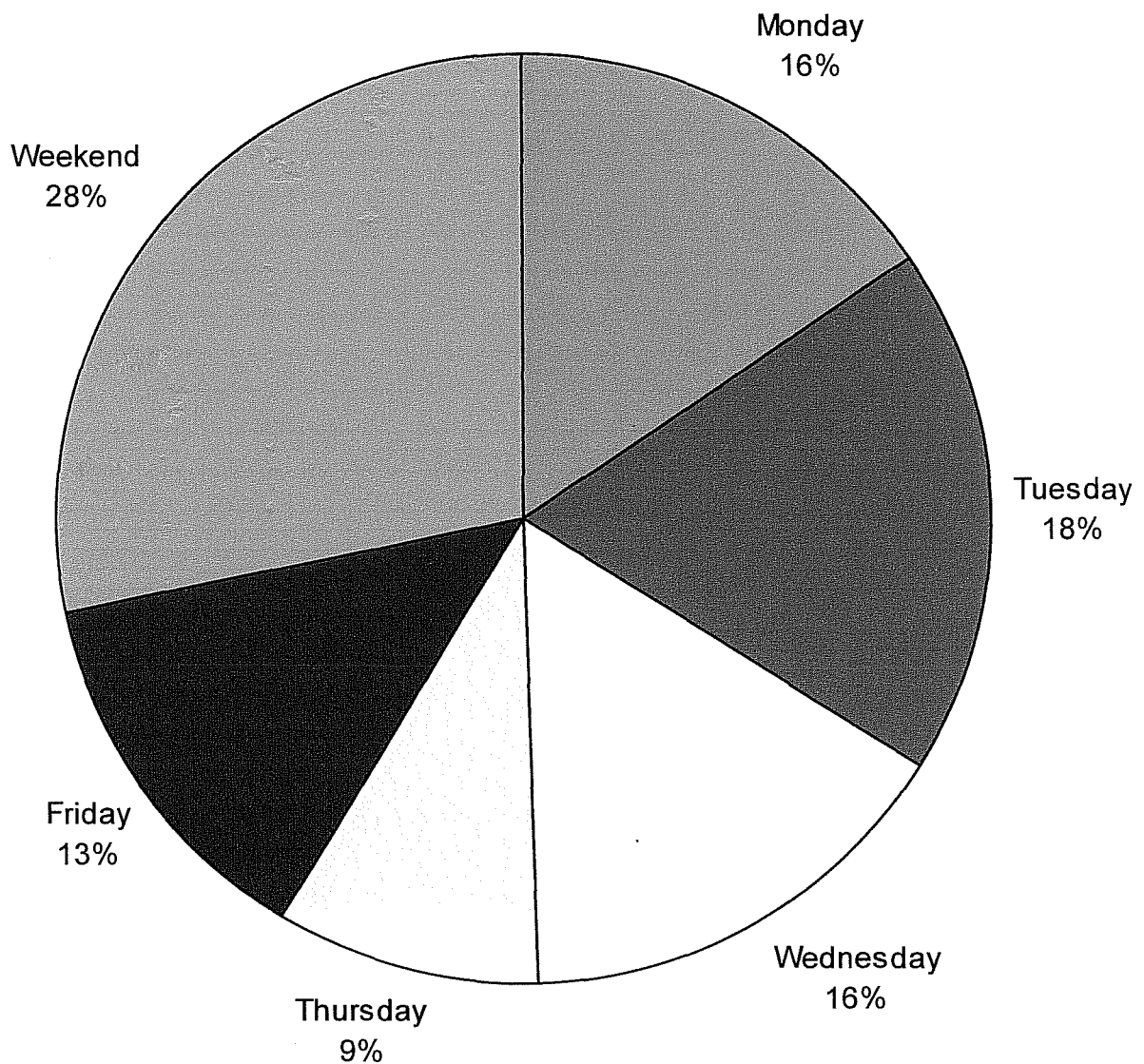
- First full year of service-1977
- 1977- made 165 runs
- 1984- 15 EMT's on roster made 132 runs
- 2002- 10 EMT's on roster made 205 runs
- 2003- 8 EMT's on roster made 151 runs
- 2004- 5 EMT's Projected run volume- 160
- Part-time salaries are paid by EMS billing

Historical Run Data

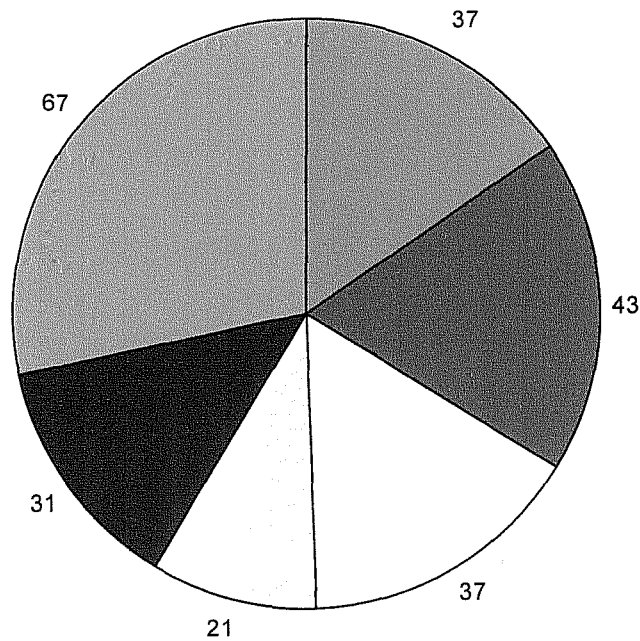
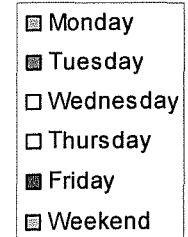
<u>Year</u>	<u>Total runs</u>
1983	177
1984	132
1985	121
1986	232
1987	181
1988	164
1989	140
1990	174
1991	187
1992	201
1993	256
1994	235
1995	196
1996	220
1997	247
1998	243
1999	253
2000	230
2001	207
2002	205
2003	166
Run Average :	198



Percentage of Runs in 2003 By Days of the Week

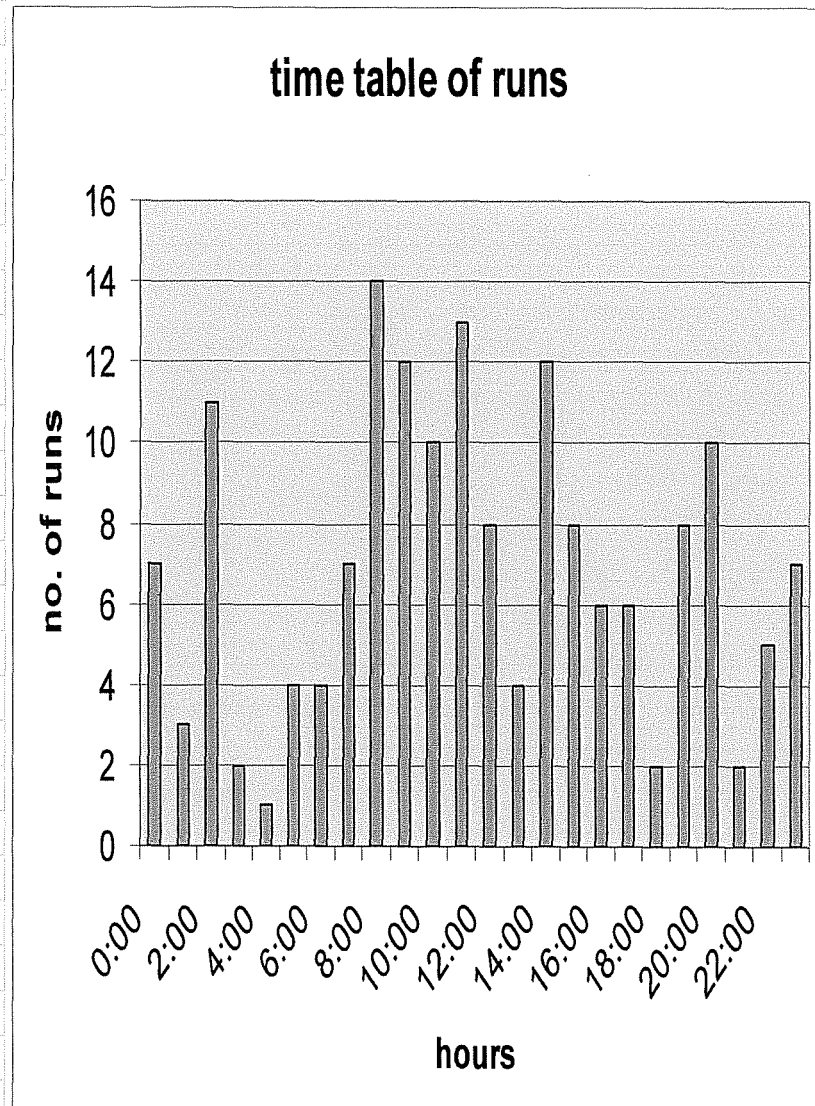


Number of Runs in 2003 By Days of the Week

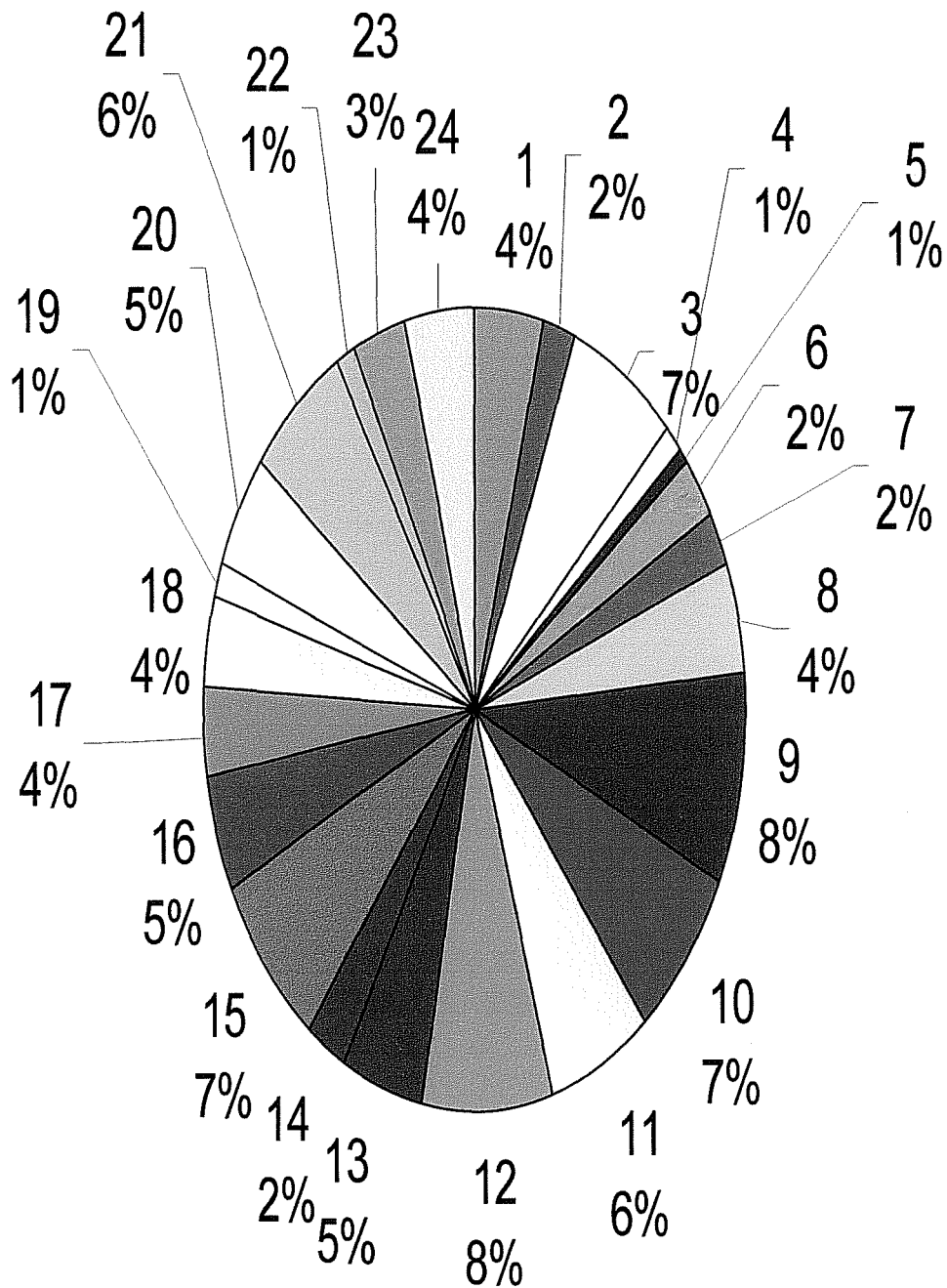


Runs Broken Down by Time of Day

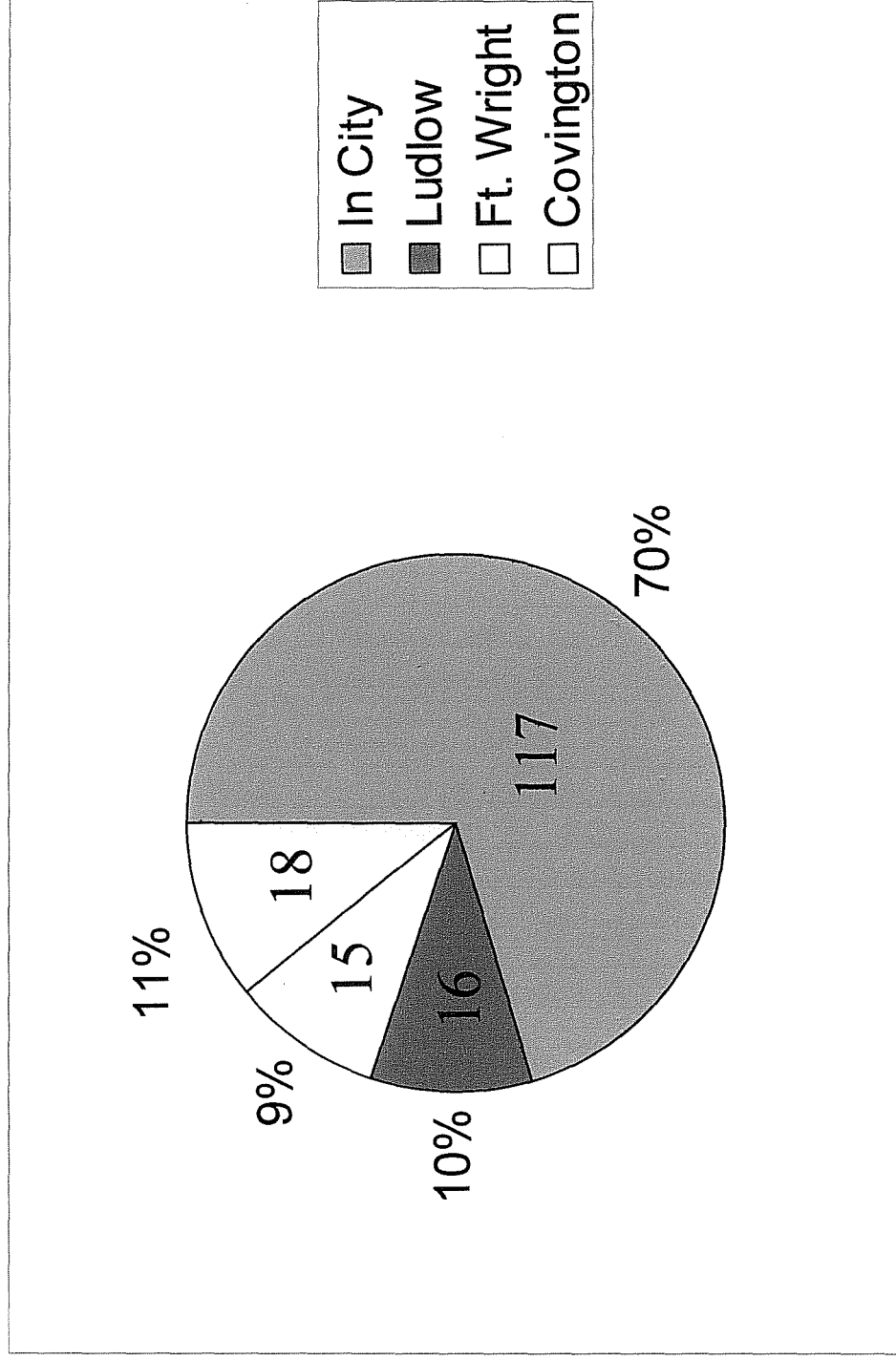
Times	No# of runs	% of Total
0:00	7	4.22
1:00	3	1.81
2:00	11	6.63
3:00	2	1.20
4:00	1	0.60
5:00	4	2.41
6:00	4	2.41
7:00	7	4.22
8:00	14	8.43
9:00	12	7.23
10:00	10	6.02
11:00	13	7.83
12:00	8	4.82
13:00	4	2.41
14:00	12	7.23
15:00	8	4.82
16:00	6	3.61
17:00	6	3.61
18:00	2	1.20
19:00	8	4.82
20:00	10	6.02
21:00	2	1.20
22:00	5	3.01
23:00	7	4.22
Total # runs:		166



Percentage of Runs by Hour



Destination of 614's Runs



Option of Covington Coverage

- Pro's
 - Full time
staffed
Ambulance
 - City has no
obligation but
to pay money
- Con's
 - Ambulance
response time
 - Similar study
for Ludlow
takeover cost
\$1 million
 - July 1 converts
to ALS

Option of Ludlow Coverage

- Pro's
 - City has no obligation but to pay money
 - Logistically close
- Con's
 - Response in own city is poor
 - PHLS covered 16 runs for no response in 2003

Option of Ft. Wright Coverage

- Pro's

- Logistically close
- Familiarity of streets
- Paid staff on weekends
- City has no obligation but to pay money

- Con's

- PHLIS made 15 squad runs to Ft. Wright in 2003
- City business growth producing run volume increase

— too many runs for both cities

Option of Merged Coverage w/ Ft. Wright During Weekends

- Pro's
 - Both cities would have to pay one employee
 - Pool resources
 - Expand coverage hours
- Con's
 - Billing issues
 - Who controls money?
 - How is money distributed?
 - Logistical nightmare
 - Where and how is second ambulance operated?

Let's Talk Numbers

- 2002/3 revenue- \$25,500
- 2003- 166 runs X \$375 per run=
\$62,250
- Revenue lost- 67 X \$375 per
run=\$25,125
- **POTENTIAL REVENUE -
\$87,375**
- 2003 actual revenue earned
from July to present— \$10,800
- 2003/4 projected revenue -
\$21,600

Current Expenditures

- Vehicle maintenance
 - Repairs- \$ 356.11
 - Fuel- \$ 164.38
- Supplies- \$ 2500.00 (\$1,000.00 – suction unit 1 time exp.)
- Training- \$ 0.00
- Medical Director-\$1000.00/yr
- Part-time salaries-approx. \$25,000.00

»Total \$ 29,020.49

Projected Costs

- Supplies- \$ 1,500.00
- Maintenance- \$ 1,500.00
- Medical Director- \$ 1,000.00
- Day-time Personnel- \$ 25,000.00
- Initial Start-up Fee (weekend personnel)- \$ 60,000.00

» Total \$ 89,000.00

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, JANUARY 26, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ABSENT: DREW HOLLENKAMP. ALSO PRESENT: ATTORNEY RICHARD SPOOR – ATTORNEY ROBERT WINTER ARRIVED AT 8:00 P.M.

Call to Order

Pledge of Allegiance

Roll Call

SPECIAL MEETING:

I. Resolution No. 2, 2004 promoting Frank Monterosso to Specialist, read by Attorney Richard Spoor. Motion to accept resolution made by Mr. Brunner; second by Mr. Ryan and motion carried.

II. Resolution No. 3, 2004 promoting Robert Ford to Specialist 1, read by Attorney Richard Spoor. Motion to accept resolution made by Mr. Brunner; second by Mr. Worland and motion carried.

III. Resolution No. 4, 2004 supporting a Transportation Enhancement Proposal, read by Attorney Richard Spoor. Motion to accept resolution made by Mr. Worland; second by Mr. Brunner and motion carried.

IV. 7:42 Motion to adjourn from Special Meeting made by Mr. Ryan; second by Mr. Brunner and motion carried.

CAUCUS MEETING:

Call to Order

I. Mayor Hellmann started the discussion regarding the squad by saying that even if a solution was found to cover weekends, they would still be left to cover the weekday shifts with dwindling volunteers. This problem will also need to be addressed in the near future. Ms. Stubbs asked why the drastic drop in volunteers over the past twenty years. Chief Amend stated the requirements for volunteers are more stringent now and the standard of care keeps going up. There has only been one new volunteer in the past three years even though requests are made in the city newsletter, the HUB and the city's website. The by laws right now state that a volunteer must live in the city, but this could be changed during the department's business meeting with two readings. Chief Amend commented that if a volunteer is from out of the city and needs to stay over, the department does not have proper accommodations for this. Ft. Wright gave Mayor Hellmann a general proposal of \$24,455 to take over the squad runs for Park Hills. This

is not a definite amount, as the city of Ft. Wright's Council has not approved such a move. Other possibilities to raise money for the city's squad are: adding a tax on resident's property tax bills or begin to "hard bill" for squad services. About 70% of patients billed for squad runs do not pay since they believe this service is covered through their taxes. Mr. Brunner suggested more information regarding the duties and expense of the squad be given to residents. This may encourage people to volunteer or to understand why a tax must be added in order to keep this service available to them. Chief Amend will provide Council with the cost of keeping a full time squad in Park Hills. Mayor Hellmann will also talk with Mr. Klein of Ft. Wright about approaching his city's Council with his proposal to see if they agree with the amount or to see if they are even interested in taking over our runs.

8:22 Motion to enter executive session to discuss litigations made by Mr. Brunner; second by Mr. Ryan and motion carried.

10:16 Motion to adjourn from executive session made by Mr. Brunner; second by Mr. Ryan and motion carried.

II. Due to the lengthy executive session, Mayor Hellmann asked Council to look over their zoning handouts and make suggestions for additions, deletions or changes to the section for permitted uses. This will be discussed at the meeting next month.

Mayor Hellmann relayed to Council a letter written by Ms. Bosse of Exter Drive. Ms. Bosse is upset with Cinergy for damaging her yard while doing work. She believes Cinergy should notify the city of any work they are planning to do in the area so that residents will be informed.

III. Committee Discussions

A. Community Environmental Committee – No report

B. Infrastructure Committee- No report

C. Public Safety/Personnel Committee – No report

IV. Mayor's Group Report – No report

V. Mayor's Update

VI. Delegations Discussions

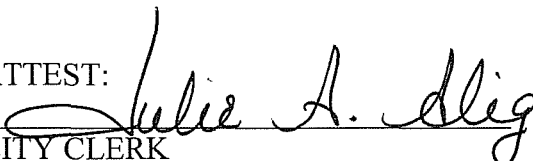
A. Tree Board – No report

Special and Caucus Meeting
January 26, 2004
Page 3

- B. Municipal Government League - No report
- C. Northern KY Area Planning Council – No report
- D. Kenton Co. Municipal Planning & Zoning – No report
- E. Telecommunications Board of Northern KY – No report
- F. OKI Oversight Committee – No report

VII. 10:30 Motion to adjourn from Caucus Meeting made by Mr. Worland


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, FEBRUARY 9, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ABSENT: ANGIE FINKE. ALSO PRESENT: ATTORNEY ROBERT WINTER, JAY BAYER AND EDWARD JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of January 12, 19 and 26, 2004 minutes made by Mr. Worland; second by Mr. Brunner and motion carried.

I. Petitioners – None

II. Dixie Highway Zoning Discussion

The Mayor asked Council if they had a chance to look over the zoning alternatives handed out at the January 12th meeting by Michael Schwartz. He specifically wants Council to add, delete or change businesses allowed under the permitted use section. Mr. Ryan stated he would like to see the following businesses added to the list: Garden Center, Hardware Store, Daycare, Drug Store/Rx and a Photocopying Center. Mayor Hellmann relayed to Council the desire of the Business Association to have an outside storage area for certain types of businesses that use them. Council will continue to look over the list and make recommendations.

III. Department Reports

A. Police Department - Mr. Ryan made a motion for approval of the January report; second by Mr. Hollenkamp and motion carried. Chief Smith commended Specialist First Robert Ford for the capture of a burglar at the First Church of the Nazarene on Dixie Highway. Mayor Hellmann also shared with Council a letter written by a thankful resident for a nice job done by Specialist Monterosso. Chief Smith told Council to please let him know if there is anything they would like to add to the city's website as he is the person who updates the site.

B. Fire/EMS – Mr. Ryan made a motion for approval of the January report; second by Mr. Brunner and motion carried. Chief Amend was not present at the meeting. A letter written by Chief Amend given to Mayor and Council asking to hire three part time personnel to help cover shifts.

C. Building Inspector/Zoning Administrator – Mr. Worland made a motion for approval of January report; second by Mr. Ryan and motion carried. Mr. Jody commented how

slow things have been this past month. There have been numerous inquiries about the property for sale on Cecelia Avenue. He also relayed to Council the fact that Covington Catholic High School would like to install a fence around the practice field, which is located in the front of the school near Dixie Highway. Mr. Jody explained this would be a conditional use and would have to go before the Board of Adjustments.

D. Public Works Department –Mr. Ryan made a motion for approval of January report; second by Mr. Worland and motion carried. Mr. Finke stated he is still looking into the problem at St. Agnes. The ground is too cold at this time to check for underground problems that may have arisen since the ground had been lowered for the St. Agnes field expansion.

E. City Engineer – Mr. Brunner made a motion for approval of January report; second by Mr. Ryan and motion carried. Mr. Bayer stated there were still unpaid items to Fred Nemann Company for work done on Cecelia Avenue. The cost is approximately \$30,000 over the bid price. Mr. Bayer recommends the city does not make a payment at this time. He will clarify with Nemann this week and send the city a letter of recommendation. He went on to say the repaired driveways were not included in the final bill. Hamilton is getting a late start due to the snow and ice, but should begin in the spring.

F. Finance Department

1. Motion made by Mr. Brunner for acceptance of January financial reports; second by Mr. Ryan and motion carried.
2. Motion to pay State Aid Invoice in the amount of \$990.00 made by Mr. Ryan; second by Mr. Brunner. Roll Call: all ayes.

IV. Old Business

V. New Business

The Mayor asked Council to allow him to park on his gravel driveway until the concrete could be poured in the spring. Council agreed.

Mr. Hollenkamp brought up the matter of damage to his invisible fence during the Cecelia project. It was understood that the Nemann Company would pay for the second occurrence in the amount of \$71.02. The city clerk will get a copy of the invoice to Jay Bayer to be forwarded to the Fred A. Nemann Company for payment to Mr. Hollenkamp.

VI. Committee Reports

A. Community Environmental Discussion

Ms. Stubbs stated she had spoken with Carol Bethel regarding the city's beautification award. Ms. Bethel had not heard back from all of the committee members, but those she did were pleased to have the help of the Park Hills' Council to help oversee and judge residents for the beautification award. Ms. Stubbs asked if anyone from Council was interested in helping to please let her know. The award would be presented twice a year with the winner named in the city newsletter and perhaps a sign erected in the winner's yard. Chief Smith also suggested taking a picture of the resident and posting it on the city's website.

B. Public Safety/Personnel Committee – No report

C. Infrastructure Committee – No report

D. Mayors' Group Report – No report

Reminder to Council the next Mayor's meeting will be held on Saturday, February 21 at 9:00 am at the South Hills Civic Club in Ft. Wright if anyone is interesting in attending.

E. Mayors' Update

Mayor Hellmann invited anyone interested in attending the Community Development Block Grant 2004 Program Guidelines Training to be held in Bowling Green on March 10 and 11, to let him know.

VII. Delegations

A. Tree Board: No report

B. Municipal Government League: No report
Board meeting scheduled for February 17 at the NKADD.

C. Northern Ky. Area Planning & Zoning Council: No report

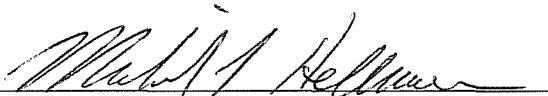
D. Kenton Co. Municipal Planning & Zoning Commission: No report

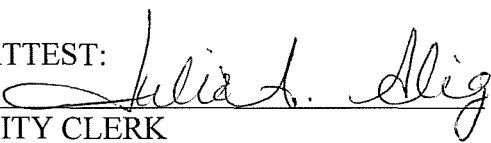
E. Telecommunications Board of Northern Ky.: No report

F. OKI Oversight Committee: No report.

Business Meeting
February 9, 2004
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VIII. Adjournment
8:05 Motion for adjournment made by Mr. Brunner.


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, FEBRUARY 23, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, EVELYN STUBBS AND TED WORLAND. ABSENT: STEVE RYAN. ALSO PRESENT: ATTORNEY ROBERT WINTER

SPECIAL MEETING:

Call to Order

Pledge of Allegiance

Roll Call

7:30 Motion to enter into executive session to discuss pending litigations made by Mr. Brunner; second by Ms. Finke and motion carried.

8:05 Motion to exit executive session made by Mr. Worland; second by Ms. Finke and motion carried.

Motion to act on Ordinance No. 1, 2004 as discussed in executive session made by Mr. Brunner; second by Mr. Worland and motion carried.

Ordinance No. 1, 2004 authorizing the city clerk to expend the sum of \$50,000 from the general fund in settlement of the Civil Action was read by Attorney Robert Winter.

Motion for acceptance of Ordinance No. 1, 2004 made by Mr. Brunner; second by Ms. Stubbs. Roll Call: all ayes.

8:15 Motion to adjourn from the Special Meeting made by Mr. Brunner; second by Mr. Worland and motion carried.

CAUCUS MEETING:

Call to Order

I. Chief Amend passed out information to Council showing the amount of money needed to keep a full/part time staff and to keep just a part time staff on hand to cover squad runs. The full/part time staff would consist of one (1) full time person to cover a 24-hour period. The hours would be from 7:30 a.m. to 7:30 a.m. One (1) part time person would cover a 16-hour shift beginning at 6:00 a.m. and ending at 10:00 p.m. This would be split between two (2) people. After 10:00 p.m., a volunteer EMT would be on call. The cost for this option would be about \$216,769.00 annually.

The part time option would consist of two (2) part time people with one (1) person working from 6:00 a.m. until 6:00 a.m. and the second from 6:00 a.m. until 10:00 p.m. Along with the part time employee, there will also be a volunteer EMT on call from 10:00 p.m. until 6:00 a.m. The cost for this would be around \$166,616.00 annually.

The current rating for the Park Hills' Fire/Squad is 5 (with 1 being the best and 10 being the worst). Park Hills ranks slightly higher than other local cities due to our staffing situation. Mr. Brunner would like to know how the rating affects our insurance premiums. If costs can be lowered by lower ratings, this may encourage more support from the city's residents.

Mayor Hellmann is concerned about the cost of overtime. Those who work twenty-four hour shifts and are off for forty-eight hours, will go over their eighty hours in a two week pay period. Overtime will also become an issue when someone is sick, takes vacation, etc.

An additional \$77,000 is needed to fund a part time EMS for a 24/7 service. Chief Amend would like to see this implemented in the upcoming budget. Council will have their questions ready for the next meeting or may address Chief Amend before then with questions or concerns.

II. Mayor Hellmann went over the final payment invoice for Fred A. Nemann Co. with Council. The final payment for work done on Cecelia and Scenic Avenues comes to \$28,044.60, which is slightly over the amount of the original bid. In the future, Mayor Hellmann would like anything over the contract amount to be in writing beforehand and signed off on. Mr. Winter added the specifications should contain wording that says no change orders will be paid without written consent.

The money for final payment will be expensed out of the Road Retainage Fund.

III. Mayor Hellmann asked Council to think about what they would like the zoning on Dixie Highway to be called. He does not think Commercial Corridor is a term that reflects what the city wants for the area. He will ask the NKAPC to include in their letters to local businesses, the option for storage facilities that many of the businesses along Dixie Highway use. A copy of any new Zoning Ordinance will be passed out to all businesses and residents whose street is adjoining Dixie Highway. This will ensure everyone is notified and will have an opportunity to voice their concerns or have questions answered. It will also give business owners an idea of the other types of businesses that could be opening along the highway.

IV. Committee Discussions

A. Community Environmental Committee

Ms. Stubbs had hoped to have a "Beautification Award" sign ready to show Council, but the store preparing the sign was closed due to illness. The committee would like to have its first award presented this spring.

This brought up a discussion regarding properties that are not kept up to standard. It was suggested that anyone in the home over the age of eighteen would be able to accept a letter from the city written to that particular homeowner or perhaps a sign could be posted

on the door or in the yard informing the owner the property is not in compliance with city regulations.

Mr. David Fangman addressed Council and informed them the Business Association has received permission to establish an "Adopt-A-Highway" program along Dixie Highway within the city limits. He asked Council's consent to go ahead with the required paperwork needed to begin. Council approved the project. The task would include the clean-up of Dixie Highway three times per year. Mr. Fangman stated local scout troops and students of Notre Dame Academy would be willing to help, with the Police Department possibly assisting with traffic.

B. Infrastructure Committee- No report; Mr. Ryan absent

C. Public Safety/Personnel Committee – No report

V. Mayor's Group Report – No report

VI. Mayor's Update

Mayor Hellmann relayed to Council the County Town Hall Meeting will be held at the Ft. Wright City Building on Tuesday, March 16th. Park Hills will combine their meeting with Ft. Wright due to the small turnout in the past. The City Clerk will inform Council of the time of the meeting. Mayor Hellmann asked Attorney Robert Winter to have Mr. Dean Spoor get with Council on the progress of the city's updated personnel policy.

VII. Delegations Discussions

A. Tree Board – No report

B. Municipal Government League

Ms. Stubbs informed Council the next meeting would take place on Thursday, March 18th. Dinner will begin at 6:00 p.m. with the meeting starting around 7:00 p.m. Attorney Richard Spoor will be speaking on the topic of Industrial Revenue Bonds. The location of the meeting has yet to be decided and will be announced at the next meeting. Ms. Stubbs went on to say many people at the past meeting commented on how nice the Mayor's Group Meeting held at the Garden's of Park Hills was. They all enjoyed the breakfast buffet and the atmosphere of the newly remodeled facility.

C. Northern KY Area Planning Council – No report

D. Kenton Co. Municipal Planning & Zoning – No report

E. Telecommunications Board of Northern KY – No report

F. OKI Oversight Committee – No report

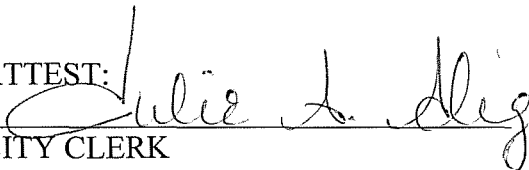
Mayor Hellmann asked Council to give him an idea of who will be running for a new term of Council this fall.

Special and Caucus Meeting
February 23, 2004
Page 4

Chief Rick Smith relayed to Council he has made a decision in the hiring of a new police officer. Out of fifty resumes, there were fourteen who qualified. Out of these fourteen, Chief Smith chose Mr. Jeff Hoppenjans. Since Mr. Hoppenjans is not qualified in the state of Kentucky, he will have to go through sixteen weeks of training and sign on with Park Hills for three years. The current police personnel will cover the shifts until his training is complete. There is no cost for the training, however, the cost of food, travel and Mr. Hoppenjans' salary will have to be paid out of the Police Department's funds. Chief Smith hopes to have training begin in March and completed by September or October. Ms. Finke asked Chief Smith to thank the city's police officers for covering while Mr. Hoppenjans is in training. Council gave Chief Smith their approval in the hiring of Mr. Hoppenjans.

VIII. 9:22 Motion for adjournment made by Mr. Worland


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MARCH 8, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN AND EVELYN STUBBS. ABSENT: FRED BRUNNER AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of February 9 and February 23, 2004 minutes made by Mr. Ryan; second by Ms. Finke and motion carried

I. Petitioners

II. Department Reports

A. Police Department – Mr. Ryan made a motion for approval of the February report; second by Mr. Hollenkamp and motion carried. Jeff Hoppenjans will begin on March 14, 2004. He will be sworn in by the city clerk on March 12th.

B. Fire/EMS – Mr. Ryan made a motion for approval of the February report; second by Mr. Hollenkamp and motion carried. Mayor Hellmann asked Chief Amend if anything was decided for use of the grant money that was awarded to the Fire Department. He stated the department is accepting bids for breathing apparatus and turnout coats and pants. Bids are due by March 17, 2004 at 11:00 a.m. and will be opened at 12:00 p.m.

Chief Amend would like to have an ordinance drafted regarding burning regulations. He gave Council a copy of a sample ordinance. He then went on to talk about Knox Boxes. These are security boxes that only the Fire Department would have a key to. In the event of a fire or other emergency, the Fire Department would be able to retrieve a key from the box to enter the building. Currently, Notre Dame Academy, Covington Catholic High School and the Park Hills Center have these boxes. Chief Amend would like to see all the businesses have one. Mr. Jody commented when business owners understand how secure they are and the potential money they can save from having to replace doors and windows, most owners will opt for the box. Chief Amend would like to send letters describing the Knox Box to all business and apartment owners in the city.

Mayor Hellmann asked if Covington Catholic plans to put up “No Parking” signs in their fire lanes. Chief Smith is meeting with Covington Catholic personnel on Wednesday and will relay that they will have ten (10) days in which to have the signs in place to avoid being cited. Mr. Jody stated he will also write a letter to Covington Catholic explaining they need to enclose their dumpsters. Council will discuss Chief Amend’s proposal regarding the Fire Department at the next Caucus meeting.

C. Building Inspector/Zoning Administrator – No report

1. Problems with the email attachment resulted in no report from Mr. Jody this month. He stated there was not a lot going on this past month and will resend the report to the city clerk for filing. Mr. Jody stated the property at 1200-1204 Elberta Circle is within three (3) weeks of having the apartments ready to rent. Mayor Hellmann commented on the overgrown lot located near the 1200 Elberta building. Mr. Jody will address.
2. Chief Smith has a list of perpetual property maintenance violators for Mr. Jody to send a letter to before their problems become out of hand. These are property owners who let their yards and home exterior fall behind code on a regular basis.

D. Public Works Department – Mr. Ryan made a motion for approval of February report; second by Mr. Hollenkamp and motion carried. Mr. Ryan stated he would like to schedule an Infrastructure Meeting soon to discuss the “bump” used for parking on Lawton Road that is creating a narrow area for cars to pass thru.

E. City Engineer – Mr. Hollenkamp made a motion for approval of February report; second by Ms. Finke and motion carried. Mr. Bayer was not present at the meeting. Mayor Hellmann relayed to Council, Mr. Bayer will be talking with the Fred A. Nemann Co. to discuss the final payment for the Cecelia Avenue project and to go over the differences in the bid price and the final price.

F. Finance Department

- I. Mr. Ryan made a motion for approval of February financial reports; second by Mr. Hollenkamp and motion carried.
- II. Motion to pay the Municipal State Aid invoice in the amount of \$315.00 made by Mr. Ryan; second by Mr. Hollenkamp. Roll Call: All ayes.

III. Old Business

A. Mayor Hellmann will attend the Business Association’s meeting on Tuesday to discuss the Dixie Highway Zoning issue and will report back to Council.

B. Some changes to the Park Hills Personnel Policy were discussed. One of the proposed changes would be an accrued vacation time rather than by anniversary. This would allow the employee to carry over one week of vacation time into the next year. Mayor Hellmann asked Council to look over the proposed changes.

IV. New Business

Ms. Finke of Lawton Road was present at the meeting. She asked Mayor Hellmann if it would be possible for the city to help with the ordering and purchase of three (3) drain

covers for her property. She hopes the covers will help to keep water out of her basement. Mr. Dennis Finke said he would help take care of it.

V. Committee Reports

A. Community Environmental Committee – No Report

Ms. Stubbs is still working with the committee to finalize the details of the Park Hills' Beautification Award.

B. Public Safety/Personnel Committee – No Report

C. Infrastructure Committee – No Report

Ms. Stubbs extended a "Thank You" to Mr. Ryan and the Infrastructure Committee for the work they did in getting the sidewalk installed on Old State Road after noticing all the school children who use it daily.

D. Mayors' Group Report – No report

Mayor's Meeting will take place on Saturday, March 20.

E. Mayors' Update

Mayor Hellmann reminded Council of the Town Hall Meeting scheduled for Tuesday, March 16 at 7:00 pm at the Ft. Wright City Building.

VI. Delegations

A. Tree Board: No report

B. Municipal Government League: No report

Ms. Stubbs reminded Council of the meeting scheduled for March 18, at which, Attorney Richard Spoor will be the guest speaker.

C. Northern Ky. Area Planning Commission: No report

D. Kenton Co. Municipal Planning & Zoning Commission: No report.

E. Telecommunications Board of Northern Ky.: No report.

F. OKI Oversight Committee: No report.

Business Meeting
March 8, 2004
Page 4

VI. Adjournment
8:03 Motion for adjournment made by Ms. Stubbs.


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, MARCH 22, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: ANGIE FINKE, DREW HOLLENKAMP, EVELYN STUBBS, STEVE RYAN AND TED WORLAND. ABSENT: FRED BRUNNER. ALSO PRESENT: ATTORNEY ROBERT WINTER

SPECIAL MEETING:

Call to Order

Pledge of Allegiance

Roll Call

I. Resolution No. 5, 2004, Appointing Jeffrey Hoppenjans as Full Time Recruit Patrolman was read by Mayor Hellmann. Motion to accept Resolution made by Mr. Ryan; second by Mr. Worland and motion carried.

II. Mayor Hellmann went over the final payment charges for Fred A. Nemann Co. with Council. The cost of sod and additional netting and staking increased the price of the Cecelia project slightly. The city will pay a little over \$900.00 over the bid price for the extra work, which was done by the city's approval. The city will also receive a reimbursement payment of \$983.00 from the Northern Ky. Water District and the Nemann Co. will reimburse \$71.02 to a Cecelia resident whose invisible fence line was damaged by their company. Motion to make the final payment to the Fred A. Nemann Co. in the amount of \$24,020.10 made by Mr. Ryan; second by Mr. Worland. Roll Call: all ayes. Invoice will be paid out of the Road Tax Retainage Fund.

7:55 Motion to enter into executive session to discuss pending litigations and personnel matters made by Mr. Ryan; second by Mr. Worland and motion carried.

8:25 Motion to exit executive session made by Mr. Worland; second by Mr. Hollenkamp and motion carried. No action to be taken from executive session.

Mayor Hellmann introduced Mr. Rob Dreyer as the city's new Fire Department Administrator, which is a part time paid position. Mayor Hellmann stated the position was created to help solve some of the problems the Fire Department has been dealing with during the past year.

8:28 Motion to adjourn from the Special Meeting made by Mr. Worland

CAUCUS MEETING:

Call to Order

I. Council received a copy of Ordinance No. 6, 1990 which states dumpsters must be enclosed at all business locations. Mayor Hellmann would like this to include all dumpsters located in Park Hills. Chief Smith has noticed problems with the dumpsters at the apartment buildings including: trash blowing out and into street, animals climbing in and out and posing a safety hazard for children. Attorney Robert Winter will draft an ordinance to cover all dumpsters and have draft ready for the next meeting. Chief Smith added, the Woods Apartments have agreed to enclose their dumpsters. The Chief will check this week to make sure that has been done. Chief Smith also relayed to Council that the properties along Dixie Highway belonging to Ms. Toeppen, have until April 15, 2004 to be taken care of. Chief Smith will write a letter of warning to the owner of Eric's Auto Haas regarding the amount of cars sitting on the lot.

II. Mayor Hellmann stated there was not a large turnout at the past Business Association's Meeting. Most of the business owners present liked the idea of the proposed zoning change. The change would loosen some of the restrictions allowing new types of businesses to locate along the highway. The NKAPC would send out letters to businesses notifying them of the changes. Mayor Hellmann would like to send letters before then to explain to businesses the changes that would take place. Existing businesses would not have to be altered to comply with new regulations. Ms. Stubbs suggested the city hold an open house to answer any questions business owners or residents may have concerning the zoning change.

III. Committee Discussions

A. Community Environmental Committee

Ms. Stubbs brought in the "Beautification Award Sign" to show Council. The sign will be placed in the winner's yard. Mr. Ryan suggested the award for best Christmas lights appear in an earlier HUB so that the winner's homes can be viewed before the lights are taken down.

A discussion followed regarding some of the large projects being done at homes on Jackson, Arlington and Hillcrest. Mayor Hellmann would like to set up a meeting between himself, Jay Bayer and Mr. Ed Thorn regarding some drainage work being done on the property located at 1034-1036 Amsterdam Road.

B. Infrastructure Committee- No report

Mr. Ryan would like to schedule a committee meeting regarding Lawton Road. He also said he talked to Mr. David Schlothauer reminding everyone of the Memorial Day Parade coming up and to think about whom to nominate as this years' Grand Marshall.

Qualifications should include: a former long time or well known city employee, a well known volunteer or a long time resident of the city. Ms. Finke suggested asking Ms. Julie Cardosi to sing at this years' celebration. Mayor Hellmann asked Council's approval to sell Julie Alig, city clerk, the unused computer from the clerk's office. The computers were replaced by new ones. Council agreed to a price of \$20.00 for the old computer.

C. Public Safety/Personnel Committee

Ms. Finke relayed to Council that letters requiring homeowners to replace or repair damaged sidewalks should go out as soon as possible to give owners plenty of time to comply with regulations.

V. Mayor's Group Report – No report

VI. Mayor's Update

Mr. Rob Dreyer introduced himself and gave Council his contact numbers. Mr. Hollenkamp asked Mr. Dreyer about the Knox-box program and if he could look into it for the city. The Knox-boxes were first brought up by Chief Amend at the last meeting. Mayor Hellmann asked Mr. Dreyer if other cities had a Knox-box ordinance. Mr. Dreyer explained that most cities only require the boxes at businesses that have frequent alarms or have an alarm system in place, otherwise they are not required. He asked Council to contact him with any questions they may have.

VII. Delegations Discussions

A. Tree Board – No report

B. Municipal Government League

Attorney Richard Spoor spoke at the past meeting. Ms. Stubbs told Council that she could provide meeting details to anyone interested.

C. Northern KY Area Planning Council – No report

Meeting will take place Tuesday, March 30 at 6:30 at Twin Oaks. Judge Mergutroyd will be the guest speaker on the topic of road projects during "lean" times.

D. Kenton Co. Municipal Planning & Zoning – No report

Mayor Hellmann would like an update periodically from Mr. Ryan regarding Municipal Planning and Zoning Meetings to keep Council and himself abreast on what's going on in the County.

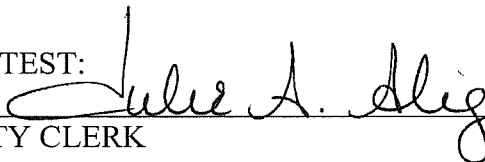
E. Telecommunications Board of Northern KY

Mr. Hollenkamp explained to Council the 5% tax placed on each resident's cable bill. Of the 5%, 3% goes back to the cities, 1.25% goes to the Board and the other .75% goes to the government/religious channels. He went on to say the state is looking to replace franchise fees with a tax that would give the state the 3% instead of it going to the cities. Beginning May 1, 2004, cities that do not want to be part of the franchise can opt out. This would mean some of the local government channels would be "blackout" on residents' televisions in that particular city. This comes as a result of cities that were not part of the franchise agreement, but were getting some of its services for free.

F. OKI Oversight Committee – No report

VIII. 9:50 Motion for adjournment made by Mr. Worland


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, APRIL 12, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR, JAY BAYER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of March 8 and March 22, 2004 minutes made by Mr. Worland; second by Mr. Brunner and motion carried.

I. Petitioners

II. Resolution No. 6, 2004 - Interlocal Agreement for ALS Service to citizens of Park Hills. Mayor Hellmann stated more details regarding the ALS will be discussed at the upcoming Mayor's Group Meeting. Motion to table resolution made by Mr. Worland; second by Mr. Brunner and motion carried.

III. Department Reports

A. Police Department – Mr. Worland made a motion for approval of the March report; second by Ms. Finke and motion carried. Chief Smith told Council, recruit Jeff Hoppenjans will begin his officer training on Sunday, April 18th. Training will take sixteen weeks to complete. Mr. Brunner stated he would like to discuss the questionnaire sent out by Chief Smith to Council at the upcoming Caucus Meeting. The property on Dixie Highway owned by the Toeppen's has been cleaned up. Chief Smith gave them until the end of the month to take care of the numerous cars parked on the lots.

B. Fire/EMS – Mr. Finke stated the amount owed by the city for the Fire Department's FEMA Grant comes to \$9,900.00.

The ISO report outcome was sent to the city. The city remained at a level five (5). The main area of concern is the training and staffing. Mr. Finke asked Council to call him with any questions regarding the report.

Mr. Dreyer stated he does not believe an ordinance is necessary for Knox-boxes. Businesses and apartment buildings should be encouraged to have one, but not required, unless a new building is erected.

C. Building Inspector/Zoning Administrator – Mr. Ryan made a motion for approval of the March report; second by Ms. Finke and motion carried. Mr. Jody relayed to Council the area near 1200-04 Elberta Circle will be paved as soon as weather permits. The Board of Adjustment met on Thursday, April 8 to discuss a possible zoning variance for

the two lots at 1125 Cecelia Avenue. Mr. Rickey Lee has applied for a zoning variance to build two new homes on the lots. They are non-conforming lots in which the side yard set backs would not be far enough from the existing property line and the new homes. The meeting was tabled until Thursday, April 22nd at which time, Mr. Lee will provide the Board with more information and more detailed measurements.

D. Public Works Department – Mr. Brunner made a motion for approval of March report; second by Mr. Ryan and motion carried. Mr. Finke is monitoring the Montague property and will contact Mr. Richard Spoor if any problems arise. Mayor Hellmann asked Dennis about the wall and catch basins on two Amsterdam properties where running water is creating problems. A letter will be drafted by the city attorney and sent out by Mr. Jody to the property owners.

E. City Engineer – Mr. Ryan made a motion for approval of March report; second by Mr. Worland and motion carried. Mr. Bayer referred to Article 12 which discusses site plans. He stated the owner of the duplex located at 1030-1036 Amsterdam Road, did not submit a site plan and is in a restricted development area. Site plans must be submitted before any additional work is done other than seed and straw. The geotechnical report for Hamilton Avenue is complete. Mr. Bayer will meet with Thelen later in the week to discuss future plans. Mayor Hellmann would like to have the project moving along as soon as possible.

F. Finance Department

I. Mr. Ryan made a motion for approval of March Financial reports; second by Mr. Brunner and motion carried.

II. Motion to pay the Municipal Road Aid Fund invoices in the amount of \$4,877.50 made by Mr. Ryan; second by Mr. Brunner. Roll call: All ayes
Mayor Hellmann answered Council's questions regarding the invoice sent by Thelen for a geotechnical study on Montague. Ms. Stubbs stated she is concerned about the condition of the hillside and safety issues. Attorney Spoor commented these issues are the concern of the property owners and not that of the city. This will be discussed in more detail later in the meeting.

IV. Old Business

Mayor Hellmann will be in touch with the Business Association to get their input regarding the zoning of Dixie Highway.

Business Meeting

April 12, 2004

Page 3

V. New Business

First Reading of Ordinance No. 2, 2004, amending Ordinance No. 6, 1990, establishing guidelines of heavy user containers for collection of garbage and trash, read by Attorney Richard Spoor.

VI. Committee Reports

A. Community Environmental Committee – No report

B. Public Safety/Personnel Committee

The committee met on Tuesday, April 6 to discuss the personnel policy, knox boxes and sidewalk repair. Mr. Brunner suggested residents who need to replace or repair their sidewalks be notified early to give them plenty of time to consider how the repairs will be made. It was also suggested that a contractor be hired to repair all of the sidewalks at the same time possibly saving the residents a considerable amount of money. Ordinance No. 9, 2001 gives specific regulations and guidelines that are to be followed when replacing or repairing sidewalks. If trees are moving or cracking sidewalks, but are still healthy, the sidewalk can be replaced around the tree without causing any damage to it.

A possible ordinance allowing those tending city gardens was discussed. It would give permission for those tending the gardens to park on the street close to where the work is taking place. Mr. Brunner suggested the police just use good judgment and give a little lead way to those working. Chief Smith would like to discuss this in more detail at a later date.

C. Infrastructure Committee – No report

Mr. Ryan would like to schedule a committee meeting soon to discuss the “No Parking” zones in the city.

D. Mayors’ Group Report – No report

Mayor’s Meeting will take place this Saturday at the NKAPC.

E. Mayors’ Update

Mayor Hellmann stated some cities have begun installing the MDT’s. Chief Smith said his officers are trained on the MDT. Mayor Hellmann also relayed to Council, he is waiting on a letter from Mr. Larry Klein outlining details of cost, etc. should Ft. Wright take over Park Hills’ squad runs. A copy of the job descriptions for the Fire Department Administrator and the part timers was passed out and will be implemented into the personnel policy.

VII. Delegations

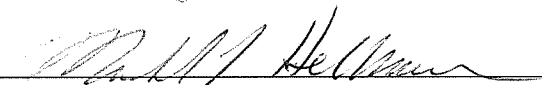
- A. Tree Board: No report
- B. Municipal Government League: No report
- C. Northern Ky. Area Planning Commission: No report
- D. Kenton Co. Municipal Planning & Zoning Commission: No report.
- E. Telecommunications Board of Northern Ky.: No report.
- F. OKI Oversight Committee: No report.

Mr. Brunner relayed to Council there will be an annual OKI meeting to take place at the Cincinnati Zoo on Thursday, April 22 if anyone is interested in attending.

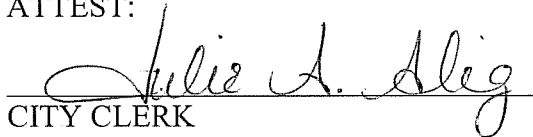
8:20 Motion to enter executive session to discuss pending litigations made by Mr. Brunner; second by Mr. Ryan and motion carried.

8:55 Motion to adjourn from executive session made by Mr. Brunner; second by Mr. Ryan and motion carried.

VIII. 8:56 Motion for adjournment made by Mr. Brunner.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON WEDNESDAY, APRIL 28 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: TED WORLAND, EVELYN STUBBS, STEVE RYAN, ANGIE FINKE AND FRED BRUNNER. ABSENT: DREW HOLLENKAMP. ALSO PRESENT: ATTORNEY RICHARD SPOOR

SPECIAL MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Second Reading; Ordinance No. 2, 2004 read by Attorney Richard Spoor, establishing guidelines of heavy user containers for collection of garbage and trash. Mr. Ryan made a motion to change the ordinance to include all zones in Park Hills. This will be the first reading of the ordinance. Mr. Spoor will make the changes and have the second reading at the next business meeting.

II. The Ordinance printed out for Council regarding the Sexually Oriented Business Regulations was for informational purposes only. This is a county ordinance and no action from the city is necessary.

III. Resolution No. 6, 2004, Appointing Regis Huth as Fire Chief read by Attorney Richard Spoor. Motion to accept resolution made by Mr. Brunner; second by Mr. Ryan and motion carried. Mr. Huth was sworn in by the City Clerk.

7:50 Motion for adjournment from Special Meeting made by Mr. Brunner

CAUCUS MEETING:

Call to Order

I. Chief Smith asked that the discussion regarding the Police Department be tabled due to lack of information received from them and the fact that a couple of the questionnaires were not turned in. Mr. Brunner asked that he be allowed to read a small section from his questionnaire. He went on to say that the Police Department is a vital part of the city personnel and should be recognized as such.

Mr. Brunner went on to say the Police should use good judgment when issuing violations and explain why a situation warrants a citation. Chief Smith believes his department does go out of their way to cater to the public and does issue many warnings. He also feels when people continue to violate the law, they should be cited. In regards to the Garden Club parking issue, Chief Smith feels the parking ordinance should apply to all

and not just some. This issue will be discussed by Council and a decision will be made on how to handle parking issues.

II. A discussion took place regarding the parking of boats, trailers, and RVs. As long as a boat is not parked in front of a resident for a long period of time, there seems to be no problem. The city does not permit large vehicles such as truck trailers, semis and RVs to be parked in the street or in driveways. Mayor Hellmann asked Mr. Spoor to look into an ordinance regarding the parking of boats and perhaps establish a time limit of how long a boat can remain in front of a residence.

III. Committee Discussions

A. Community Environmental Committee

The Sanitation District stated there were drainage problems on South Arlington, Hamilton and Amsterdam. Mr. Finke said South Arlington is not experiencing any water problems, but that the main problem lies with the area where Hamilton and Amsterdam meet. Apparently, water backs up in the pipe and creates an overflow. Mr. Finke has tried several times to have the pipe removed to no avail. He would like to place a heavy object such as a large rock or boulder on the pipe to hold it down. This would probably create a surcharge of water elsewhere prompting the Sanitation District to possibly fix the problem. Mr. Finke stated he will also look into the problem regarding the collapsing sewer line on Amsterdam.

The Montague Trial has been rescheduled for July. Mr. Finke has replaced the speed limit signs to correspond with the signs Covington erected coming up Montague. The speed limit went from 25 to 15 mph.

B. Infrastructure Committee

Mr. Ryan met with the city engineer, Dennis and the geotech. engineer (Thelen) last Friday to review the Hamilton cost estimates. The city would like to have the project completed by fall and use the road tax revenue collected to pay for the work.

C. Public Safety/Personnel Committee

Mr. Brunner would like to schedule a meeting with the committee to discuss the Garden Club parking issue. He wants to have Millie Fangman show Council where the areas are in the city that are designated as city planting areas. Chief Smith asked that he also be invited to attend the meeting. Mr. Brunner would also like to discuss the personnel policy at the meeting.

Mr. Finke will be sending out letters to residents who need to repair or replace their damaged sidewalks. Mayor Hellmann would also like an article in the newsletter relaying to residents that letters will be going out.

Mr. Ryan and Mr. Finke will get together to discuss the parking situation on Lawton Road.

IV. Mayor's Group Report – No report

Chief Smith stated he would like to have at least one of his cruisers equipped soon with the MDT. He has a call into Mr. Kimish and hopes to have more information at the next meeting.

V. Mayor's Update

Mayor Hellmann distributed to Council the contract by Ft. Wright to take over Park Hills' BLS services and the city's counter contract. Mr. Rob Dreyer went on to discuss the need for such a move. He stated having Ft. Wright take over runs for the city would be the only option at this time in order to keep our license from being taken away. The department does not have the proper staffing to keep the squad running 24/7. It is a violation of state laws to take an ambulance out of service unless an isolated emergency arises. The other options would be to pay two (2) full time employees to be here for runs or hire part timers to work twelve (12) hour shifts to cover runs. Both of these options prove to be too expensive for the city's budget. Having Ft. Wright take over runs would allow the city to transfer their license rather than have it revoked. Park Hills would be listed as a "sub-station" to Ft. Wright and could assist as backup or take runs if Ft. Wright is already out on another call. The department would be able to keep its ambulance, which is fully stocked and ready to go, at its present location to assist if necessary. Those currently members of the Park Hills' squad will become members of the Ft. Wright squad. Mr. Dreyer will still recruit members for the fire and squad.

The cost for this would be \$2,084 a month, or \$25,000 annually. Mr. Dreyer recommends signing the contract as soon as possible to avoid losing our license. The contract includes a clause which states the city can take back their squad runs if the city's situation changes. Mayor Hellmann also feels this is the only option for the city to give residents the kind of EMS service they deserve. Ft. Wright still has to have a first reading of the contract for their Council's approval. Mayor Hellmann asked Council if the need arises, would they have any objection to Ft. Wright covering for Park Hills during the month of May for a fee of \$2,000. This would be an agreement between the two cities without signing the final contract. Council did not have a problem with such an agreement.

Chief Huth passed out to Council a bid proposal from "First in Rescue Equipment, Inc." for personal protective equipment for the fire department. The total cost of the equipment comes to \$86,758.74 and would be paid for out of the FEMA grant money the Fire Department received. Mr. Dreyer stated he has not had a chance to look over the

Special and Caucus Meeting
April 28, 2004
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proposal and would like to do so before spending the money or perhaps send it out to bid again since only one proposal was received.

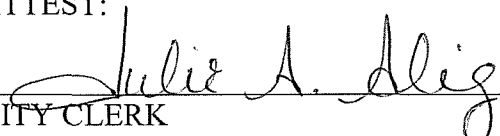
Due to the lengthy discussion regarding the Fire Department and Squad, delegation discussions did not take place.

9:45 Motion to adjourn made by Mr. Worland



MICHAEL J. HELLMANN, MAYOR

ATTEST:



CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MAY 10, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR AND JAY BAYER. ABSENT: FRED BRUNNER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Mayor Hellmann requested the minutes from April 12, 2004 have one change made. Under III. E. City Engineer Report, add the address 1030-1036 Amsterdam next to owner of duplex. Motion to make change and approve April 12 and April 24, 2004 minutes made by Mr. Worland; second by Mr. Ryan and motion carried.

Mayor Hellmann asked if letters to problem residents have been written as of yet. Mr. Spoor replied they have not. The Mayor asked that these letters be written and sent as soon as possible. A discussion of work being done at 1030-1036 followed.

I. Petitioners

Attorney Richard Spoor announced he has taken a position at another law firm. He will be working in Cincinnati and will be unable to continue as the city's attorney. He tenders his resignation as of May 10, 2004. Mr. Spoor's resignation was read by Mayor Hellmann. Resolution No. 7, 2004 appointing Mr. Robert Winter as the new city attorney was read by Mayor Hellmann. Motion to accept resolution was made by Mr. Ryan; second by Mr. Hollenkamp and motion carried. Mr. Winter's Agreement (Exhibit A) was given to Council to look over. Having no objections, Mayor Hellmann signed the agreement which grants Mr. Winter the same conditions as were granted to Mr. Richard Spoor while he was city attorney.

II. Second Reading – Ordinance No. 2, 2004 which establishes guidelines of heavy user containers for collection of garbage and trash was read by Mr. Winter. Mr. Ryan stated the Ordinance read did not reflect the changes that were suggested at the last meeting. Mr. Winter will make the recommended changes and have the second reading at the next meeting.

III. Department Reports

A. Police Department – Motion for approval of the April report made by Mr. Ryan; second by Mr. Worland and motion carried.

B. Fire/EMS – Mr. Ryan made a motion for approval of April report; second by Ms. Finke and motion carried. Park Hills will no longer make squad runs for the city. The squad runs will be contracted to Ft. Wright with Park Hills remaining a back up.

C. Building Inspector/Zoning Administrator – Mr. Ryan made a motion for approval of April report; second by Mr. Worland and motion carried. Mr. Jody was not present at the meeting. Mayor Hellmann will get with Mr. Jody regarding several concerns and will report back to Council with his findings.

D. Public Works Department – Mr. Ryan made a motion for approval of April report; second by Mr. Worland and motion carried. Mr. Hollenkamp voiced his concern regarding several properties on Cecelia Avenue in need of yard work. Chief Smith stated he has addressed the problems. The hanging power lines on Montague were also brought up. Mr. Finke has asked Cinergy to cut these lines. The wires are not live, but have caused concern for some residents.

E. City Engineer – Mr. Ryan made a motion for approval of April report; second by Mr. Worland and motion carried. Mr. Bayer stated bidding will begin in the fall for the Hamilton Road project. A one hundred foot retaining wall will be erected due to the slipping of the hillside there. Bayer Becker Engineers will do a study of the road to see if the entire road is in immediate need of repair, or if a portion of it can wait. They will also be getting input from Geotech Engineers. A discussion followed regarding 1030-1036 Amsterdam Road. Mr. Bayer stated before work on the property can begin, site plans must be submitted with the original plans.

F. Finance Department

I. Ms. Stubbs made a motion for approval of April Financial reports; second by Mr. Worland and motion carried.

II. Motion to pay the Municipal Road Aid invoices in the amount of \$805.00 made by Mr. Ryan; second by Mr. Worland. Roll Call: All ayes.

IV. Old Business

Dixie Highway Zoning:
Nothing new to report

V. New Business

VI. Committee Reports

A. Community Environmental Committee – No report

B. Public Safety/Personnel Committee – No report

C. Infrastructure Committee – No report

D. Mayors' Group Report

The MDT's were discussed as was the ALS resolution, with Kenton Vale, Latonia Lakes and perhaps Independence opting out of the resolution. The resolution will not affect the cost or takeover of our squad by Ft. Wright.

E. Mayors' Update

Mayor Hellmann read to Council, a letter from a Cecelia resident requesting permission for a block party in August. The Mayor did not have a problem with the party as long as they agree to keep one lane open at all times for emergency vehicles to get through if necessary. The city clerk will send a letter granting permission with this condition and also that the person in charge notify the city a few days in advance to remind and make us aware the party will still take place as planned.

VII. Delegations

A. Tree Board: No report

B. Municipal Government League: No report

The Municipal Government League will meet Thursday, May 20 with dinner at 6:00 and meeting following at 6:45. The agenda includes speakers Chief Shawn Butler of the Independence Police Department, Jim Liles, director of the Northern Ky. Drug Strike Force and Sara Zepf with the Sanitation District No. 1 Public Service Park.

C. Northern KY Area Planning & Zoning Council: No report

D. Telecommunications Board of Northern Ky.: No report.

E. OKI Oversight Committee: No report.

F. Dixie Highway Advisory Committee: No report

8:10 Motion to enter executive session to discuss personnel matters made by Mr. Worland; second by Mr. Ryan and motion carried.


8:20 Motion to adjourn from executive session and reconvene into regular session with no action to be taken from executive session made by Mr. Worland; second by Mr. Ryan and motion carried.

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May 10, 2004
Page 4

Ms. Stubbs relayed to Council that the Enquirer will be doing an article on Ft. Mitchell, Ft. Wright and Park Hills. Mr. Ryan said the Cincinnati Magazine also did a write up on Park Hills. He will bring a copy of the article to the next meeting for Council to see.

VIII. 8:25 Motion to adjourn made by Mr. Worland


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, MAY 24, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER.

Call to Order

Pledge of Allegiance

Roll Call

SPECIAL MEETING:

I. Second Reading: Ordinance No. 2, 2004 which establishes guidelines of heavy user containers for collection of garbage and trash was read by Attorney Robert Winter. The Ordinance had been changed from the previous meeting to include all zones within Park Hills and also to raise the violation fee from \$10-\$100 to \$25-\$250. Mr. Ryan made a motion to remove the word "steel" from Section 1 (B) so that the Ordinance would pertain to all types of dumpsters; second by Mr. Brunner and motion carried. Motion for amended Ordinance to be adopted made by Mr. Brunner; second by Mr. Ryan and motion carried.

II. Resolution No. 8, 2004, agreement between Ft. Wright and Park Hills relating to Life Squad protection read by Attorney Robert Winter. Motion to accept resolution made by Mr. Worland; second by Mr. Brunner and motion carried.

III. 7:45 Motion to adjourn from Special Meeting made by Mr. Ryan

CAUCUS MEETING:

Call to Order

I. Petitioners

II. Mr. Finke asked to meet with Attorney Robert Winter to discuss the wording of the letter that will be sent to residents regarding repair and/or replacement of damaged sidewalks. A meeting will be scheduled next week.

Letters will be sent to the property owners who are responsible for repairing their sidewalks at their expense. The city should not be held liable for any injuries/accidents that occur on a privately owned sidewalk. Mr. Finke asked that all questions from Council and/or residents be addressed to him. He went on to say, there are about six (6) streets that have damaged sidewalks and some of this damage is due to dead or dying trees that will need to be removed. Mr. Brunner asked if it would be possible to have a contractor do all the streets' repairs and perhaps cut the cost for the homeowners. Mr.

Finke said he would look into getting some prices. Sidewalks will need to be repaired in a manner that complies with the Ordinance regulations.

III. Committee Discussions

A. Community Environmental Committee

Ms. Stubbs has been working on the beautification award to be presented to a Park Hills resident who has shown great care in the upkeep of their home and yard. She would like to post the winner's name on the city's website. A decision should be made at a meeting on June 12, 2004.

B. Infrastructure Committee- No report

C. Public Safety/Personnel Committee

The Committee would like to meet in order look at the planting areas in which volunteers are in charge of upkeep. There has been concern regarding the parking situation for those who work on the gardens. Garden Club members may also be invited to meet with the Committee. The Committee plans to meet Wednesday at 6:00 p.m. at Trolley Park.

IV. Mayor's Group Report

There will be an emergency meeting of the Mayor's Group either Tuesday or Thursday regarding the ALS situation. A discussion will take place to find out which cities are opting in or out of the resolution.

V. Mayor's Update

A brief discussion regarding the upcoming 2004-2005 budget took place. Mayor Hellmann also passed on the department heads' budget requests along with the Mayor's changes. A meeting is scheduled for Saturday, June 12, at 9:00 a.m. in Council Chambers to discuss the budget.

VI. Delegations Discussions

A. Tree Board – No report

B. Municipal Government League

Ms. Stubbs relayed some of the topics from last week's Government League meeting. The local drug problem was addressed by Mr. Jim Miles who is with the Northern Ky. Drug Strike Force; Mr. Shawn Butler of the Independence Police Department was also a speaker at the meeting.

C. Northern KY Area Planning Council – No report

D. Telecommunications Board of Northern KY – No report

Special and Caucus Meeting
May 24, 2004
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- E. OKI Oversight Committee – No report
- F. Dixie Highway Advisory Committee – No report

Mr. Finke commented on the batting cage erected in front of Covington Catholic High School. Mayor Hellmann stated if it was a temporary structure, it should not be a problem. Mayor Hellmann will contact Mr. Clines at Covington Catholic and ask about the cage.

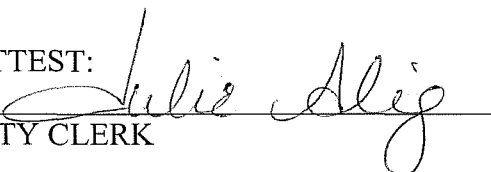
8:26 Motion to enter executive session to discuss personnel matters made by Mr. Worland.

8:40 Motion to exit executive session with no action to be taken from session made by Mr. Brunner; second by Mr. Ryan and motion carried.

Ms. Stubbs commented on the friendly and professional staff at the Ft. Mitchell Garage in Park Hills. They were very nice and helpful when she took her car there for service.

VII. 8:43 Motion to adjourn from Caucus Meeting made by Mr. Worland


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING ON SATURDAY, JUNE 12, 2004, AT 9:00 A.M. AT THE CITY BUILDING WITH MAYOR HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN AND TED WORLAND. ABSENT: EVELYN STUBBS

Council met to discuss the 2003-2004 Amended and 2004-2005 Proposed Budget. The Mayor went over each line item of the proposed and amended budget for Council. Council reviewed the budget line items and made revisions.

Chief Regis Huth stated some expenses would still exist for the squad even with Ft. Wright taking over runs. Mayor Hellmann was under the impression that all expenses incurred through the maintenance and upkeep of our squad was the responsibility of Ft. Wright. This will be looked into.

Council asked that the professional expense for the fire chief be raised back up to its original \$5,200 and also the Mayor's salary back to its original \$1,800.

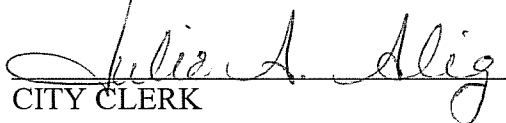
Chief Smith passed out several loan options for the police department to purchase two new cruisers, equipment and cover training expenses. It was agreed, by Council, the city would borrow the money from its reserve account to cover the \$80,000 needed to buy the cars and equipment and cover the costs of training. This money will be paid back to the reserve through the sale of the Cecelia property and the sale of the confiscated Corvette.

Discussion of budget followed with the other departments and a few minor changes were made.

Adjournment – 12:35 p.m.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JUNE 14, 2004, AT 7:30 P.M. IN THE FIRE DEPARTMENT OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER, BUILDING AND ZONING INSPECTOR ED JODY AND CITY ENGINEER JAY BAYER.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of May 10 and May 24, 2004 minutes made by Mr. Ryan; second by Ms. Finke and motion carried.

I. Petitioners

II. First Reading; Ordinance No. 3, 2004 amending the 2003-2004 budget was read by Mayor Hellmann.

III. First Reading; Ordinance No. 4, 2004, proposed 2004-2005 budget read by Mayor Hellmann. Second reading of both ordinances will take place at the Special/Caucus Meeting scheduled for June 28, 2004.

IV. Department Reports

A. Police Department – Mr. Ryan made a motion for approval of the May report; second by Mr. Worland and motion carried. Chief Smith reported a tree overhanging near the Hamilton/Amsterdam intersection may have been the cause of a head on collision which occurred there over the weekend. He asked Council to look into having the tree cut back part of the tree and some of the other flowers and vegetation at that particular turn in the road.

Chief Smith attended a Code Enforcement meeting sponsored by the KLC on May 26. He gave Council handouts and asked that they look them over for discussion at the next meeting. A Code Enforcement Committee would consist of three people (non-Council members) who would address those property owners who do not comply with ordinances.

B. Fire/EMS – Mr. Ryan made a motion for approval of the May report; second by Mr. Brunner and motion carried. Chief Huth relayed to Council that he has acquired 21 tickets to an upcoming Red's game. The game will take place on August 28th against the Dodgers. Coverage for the department will be provided for that evening so that the fire department staff can go to the game. A breakdown of the grant money expenses was shown in the Chief's report.

C. Building Inspector/Zoning Administrator – Mr. Worland made a motion for approval of May report; second by Mr. Ryan and motion carried. Discussion followed regarding the plowing of non-city streets. Streets belonging to the apartment buildings are not to be plowed by the city and are considered private property. A resident residing on St. Joseph Lane, was advised to call the city attorney with her concerns.

D. Public Works Department – Mr. Ryan made a motion for approval of May report; second by Mr. Brunner and motion carried. Dennis continued with the discussion of plowing the snow from St. Joseph onto Elberta and stated it would cause a bigger mess with snow piling up in the street.

E. City Engineer – Mr. Ryan made a motion for approval of May report; second by Mr. Worland and motion carried. Will provide cost estimates for Hamilton to Council. Mr. Bayer stated he would like to have the job out to bid in the fall. He is also looking at several options for Hamilton Road. Mayor Hellmann stated he would like to begin an additional road project next year if possible. There is money available in the Road Tax account to possibly fund another project. Ms. Stubbs asked if Hamilton residents have been notified about the upcoming road work. Mr. Ryan stated they will be notified after the first set of plans have been approved.

F. Finance Department

- I. Mr. Worland made a motion for approval of May financial reports; second by Mr. Ryan and motion carried.
- II. Motion to pay the Municipal State Aid invoices in the amount of \$950.90 made by Mr. Brunner; second by Mr. Ryan. Roll Call: All ayes.

V. Old Business

A. Dixie Highway Zoning – No report

Mr. Hollenkamp brought to the attention of Council, an incorrect date in the letter sent by the city's auditor, Mr. John Walker. The date will be corrected.

VI. New Business – No report

VII. Committee Reports

A. Community Environmental Committee – No report

B. Public Safety/Personnel Committee

Mr. Brunner stated the committee looked at the various planting areas around the city and would like to attend an upcoming Garden Club Meeting to discuss the problems some of the volunteers seem to be having with the parking situation.

Ms. Finke will speak with Millie to set up a meeting date. Mr. Brunner suggested after tonight's meeting, the committee look at the overhanging tree Chief Smith referred to this evening and see if they can figure out a solution to avoid future accidents.

C. Infrastructure Committee – No report

D. Mayors' Group Report

Resolution No. 9, 2004 recognizing the importance of availability of ALS service and creating a tax for this service, was read by Mayor Hellmann. Motion to accept Resolution made by Ms. Stubbs; second by Mr. Worland and motion carried. The Resolution does not lock the city into anything. It simply shows that Park Hills supports a tax to keep ALS service in the community. The cost for Park Hills this year will be approximately \$13,000, the tax would not go into effect until the following fiscal year. If passed, the tax would be .02 per \$100 of property value.

E. Mayors' Update

The City of Ft. Wright is now making the BLS runs for Park Hills. By July 1st, the Park Hills squad should be the official second squad used for backup.

VIII. Delegations

A. Tree Board: No report

The Public Safety Committee will speak to Pam Spoor regarding the overhanging tree on Hamilton.

B. Municipal Government League: No report

C. Northern Ky. Area Planning & Zoning Council: No report
Meeting to take place at the end of the month.

D. Telecommunications Board of Northern Ky.: No report
Meeting scheduled for Wednesday evening at 6:00.

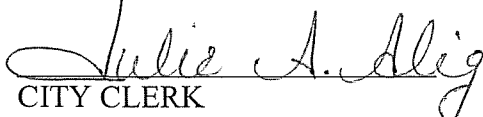
E. OKI Oversight Committee: No report.

F. Dixie Highway Advisory Committee: No report

IX. 8:20 Motion for adjournment made by Mr. Brunner.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A PUBLIC HEARING, SPECIAL AND CAUCUS MEETING ON MONDAY, JUNE 28, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER. ABSENT: FRED BRUNNER AND ANGIE FINKE
Call to Order

Pledge of Allegiance

Roll Call

PUBLIC HEARING-TAX RATE AND MUNICIPAL ROAD AID FUNDS

The public hearing ads for the Tax Rate and the Municipal Road Aid Fund were read by Mayor Hellmann. There were no questions or comments regarding either.

SPECIAL MEETING

Call to Order

I. Second Reading; Ordinance No. 4, 2004 – 2004-2005 Budget read by Mayor Hellmann. Motion to pass Ordinance made by Mr. Worland; second by Mr. Ryan and motion carried.

II. Second Reading; Ordinance No. 3, 2004 – Amended 2003-2004 Budget read by Mayor Hellmann. Motion to pass Ordinance made by Mr. Worland; second by Mr. Ryan and motion carried.

III. Resolution No. 10, 2004 Honoring Fortieth President, Ronald Reagan, read by Mayor Hellmann. Motion to accept Resolution made by Mr. Ryan; second by Ms. Stubbs and motion carried.

IV. Resolution No. 11, 2004 Supporting Federal Transportation Reauthorization was read by Mayor Hellmann. Motion to accept Resolution made by Mr. Ryan; second by Mr. Worland and motion carried.

V. 8:04 Motion to adjourn from Special Meeting made by Mr. Ryan

CAUCUS MEETING

Call to Order

I. Petitioners

II. Due to the absence of Mr. Brunner and Ms. Finke, the discussion regarding the updated Personnel Policy will take place at a later date.

III. Committee Discussions

A. Community Environmental Committee

Ms. Stubbs updated Council on the city's Beautification Award. Ms. Stubbs was to host a meeting with the Garden Club to discuss possible winners of the award. No one from the Committee showed up for the meeting and Ms. Stubbs asked Council for some input on how to proceed with the award. It was suggested she choose the winner on her own on behalf of the Environmental Committee and Council. Ms. Stubbs will announce the winner at the next meeting. Chief Smith asked that he be notified of the winner ahead of time so that he can take some pictures for the webpage.

A discussion regarding Covington Catholic's request to erect a fence around their playing field was discussed. It is to go before the Board of Adjustments on Thursday, July 8.

B. Infrastructure Committee – No report

C. Public Safety/Personnel Committee – No report

Mr. Hollenkamp asked Chief Smith if anything was done on Hamilton Avenue regarding the overgrown tree and vegetation obstructing the view to oncoming traffic. Chief Smith stated he and Dennis will look into the problem.

IV. Mayor's Group Report – No report

V. Mayor's Update – No report

VI. Delegations Discussions

A. Tree Board – No report

B. Municipal Government League – No report

The next event is the annual picnic which is scheduled for Tuesday, July 20 to be held at the Florence Freedom Ball Game.

C. Northern KY Area Planning Council – No report

Meeting is scheduled for Wednesday at Twin Oaks to discuss the work plan and tax rate for the upcoming fiscal year.

D. Telecommunications Board of Northern KY

Mr. Hollenkamp attended the meeting on June 16, nothing to report. He discussed briefly the Insight franchise. Several cities do not pay into the franchise but still receive

Special and Caucus Meeting
June 28, 2004
Page 3

services. Insight is looking into a way to have certain channels blocked for those cities that do not pay the tax.

E. OKI Oversight Committee – No report

F. Dixie Highway Advisory Committee
Meeting scheduled for July 8 at the Sanitation District. Chief Smith stated he would like to see more “School Zone” signs throughout Park Hills on Dixie Highway.

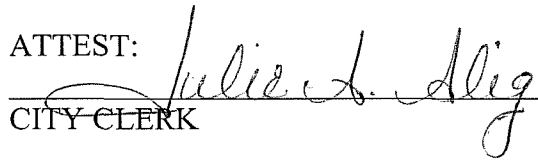
8:32 Motion to enter executive session to discuss pending litigation made by Mr. Ryan; second by Mr. Worland and motion carried.

8:47 Motion to exit executive session with no action to be taken from session made by Mr. Worland.

8:48 Motion to adjourn from Caucus Meeting made by Mr. Worland

ATTEST:

CITY CLERK

Handwritten signature of Julie L. Alig in cursive script, written over a horizontal line.Handwritten signature of Michael J. Hellmann in cursive script, written over a horizontal line.
MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JULY 12, 2004, AT 7:30 P.M. IN THE COUNCIL CHAMBERS AT THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, AND EVELYN STUBBS. ABSENT: TED WORLING. ALSO PRESENT: ATTORNEY ROBERT WINTER, BUILDING AND ZONING INSPECTOR ED JODY AND CITY ENGINEER JAY BAYER.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of June 12, June 14 and June 28, 2004 minutes made by Mr. Ryan; second by Ms. Finke and motion carried.

I. Petitioners: Mr. Wachs and Mr. Albers – Addressing dumpster fencing.

II. First Reading; Ordinance No. 5, 2004 – Fixing 2004 Tax Rate - was read by Mayor Hellmann.

III. Department Reports

A. Police Department – Mr. Ryan made a motion for approval of the June report; second by Ms. Finke and motion carried. No Report.

B. Fire/EMS – Mr. Ryan made a motion for approval of the June report; second by Mr. Hollenkamp and motion carried. Chief Huth relayed to Council that he has Three (3) Fireman scheduled. Mr. Brunner questioned background check, Chief Huth answered in the affirmative. Volunteer training /Career Training August 9, 2004.

C. Building Inspector/Zoning Administrator – Mr. Brunner made a motion for approval of June report; second by Mr. Ryan and motion carried. Discussion followed regarding the Board of Adjustment Meeting held on Thurs. July 8, 2004. The Board of Adjustment approved the construction of an ornamental wrought iron fence, height of 48". That would meet the requirements..

D. Public Works Department – Mr. Ryan made a motion for approval of June report; second by Mr. Brunner and motion carried. Ed Jody, questioned the dirt dumping problem briefly, the situation will be investigated as to whom is dumping the dirt without permission from the city.

E. City Engineer – Mr. Ryan made a motion for approval of June report; second by Mr. Brunner and motion carried. Will provide cost estimates for Hamilton to Council. Mr. Bayer stated he would like to have the job out to bid in the fall. He is also looking at

several options for Hamilton Road. Drainage problem on Altavia and Sleepy Hollow was discussed. This will be addressed.

F. Finance Department - No report due to the close of the fiscal year.

IV. Old Business – No report

V. New Business – No report

VI. Committee Reports

A. Community Environmental Committee – Mrs. Stubbs announced the winner of the beautification award, Mr. & Mrs. James Theobald of 1215 Audubon. They were extremely pleased with the award. Mrs. Stubbs recommends that the council take the opportunity to view the Theobald's hard work.

B. Public Safety/Personnel Committee
The Garden Club Meeting will be held Weds. July 14, 2004 – 7:00PM in the city chambers to discuss the problems some of the volunteers seem to be having with the parking situation.

C. Infrastructure Committee – No report

D. Mayors' Group Report - No report

E. Mayors' Update – No report

VII. Delegations

A. Tree Board: No report

B. Municipal Government League: No report

C. Northern Ky. Area Planning & Zoning Council: No report.

D. Telecommunications Board of Northern Ky.: No report

E. OKI Oversight Committee: No report.

F. Dixie Highway Advisory Committee: No report

VIII. 8:30 Motion for an Executive Session requested by Ms. Finke to discuss personnel matters.

9:00 Motion to adjourn from the Executive Session to vote on the personnel matter was made by Ms. Finke. Second by Mr. Brunner.

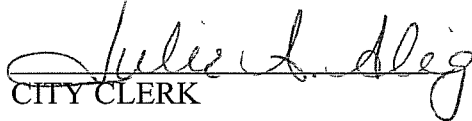
Business Meeting
July 12, 2004
Page 3

IX. A vote was taken: Mr. Brunner voted Aye, Mr. Hollenkamp voted Nay, Mrs. Stubbs voted Aye, Ms. Finke voted Aye and Mr. Ryan voted Nay. Motion Carried

X 9:10 Motion for adjournment made by Mr. Fred Brunner.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, JULY 26, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, EVELYN STUBBS AND TED WORLAND. ABSENT: STEVE RYAN AND ATTORNEY ROBERT WINTER.

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners

Mr. Haggard of 1045 Montague was present at the meeting. He asked for a letter from the city which would state his property is not part of the landslide area on Montague. Mayor Hellmann stated he would contact the city attorney.

Mr. Phil Ryan, the city's planning and zoning delegate, was also present at the meeting to introduce himself to Council. Mr. Ryan stated he would begin giving reports to Council to keep them up to date on what the committee is doing.

II. Committee Discussions

A. Community Environmental Committee – No report

B. Infrastructure Committee- No report

Mr. Brunner brought up a letter addressed to Council and the Mayor from a resident on Cleveland Avenue who was concerned about the water problem in her front yard. Mr. Finke stated he could put a curb in along the property to keep water from running into the yard. This was accepted by Council.

C. Public Safety/Personnel Committee

Ms. Finke updated Council on a meeting which took place with the Garden Club members. She stated the volunteers do a vast amount of work for the city at no cost and would like to see the Garden Club and the city work together on certain projects. They also discussed the parking situation and it seems the Garden Club members have worked it out so that parking laws are not violated. Ms. Finke went on to say Ms. Pam Spoor, the city's Tree Board chairperson, would like to implement some type of historical landmark program regarding trees in the city. Many trees are very old and she would like to preserve them by marking them as Monumental Trees. This will be looked into.

III. Mayor's Group Report

Mayor Hellmann discussed the problem some cities are having requiring them to fund the upkeep of streets that were funded in the past by the county. The city of Park Hills will not be affected, as we have no such streets. The July 29 meeting will be rescheduled.

Caucus Meeting
July 26, 2004
Page 2

VI. Mayor's Update

Discussion took place regarding the possible increase of the Municipal Tax Rate. Mr. Brunner voiced concern over the possibility that the county is receiving some funds that belong to Park Hills due to the sharing of the zip code.

VII. Delegations Discussions

- A. Tree Board – No report
- B. Municipal Government League - No report
- C. Northern KY Area Planning Council – No report
- D. Kenton Co. Municipal Planning & Zoning – No report
- E. Telecommunications Board of Northern KY

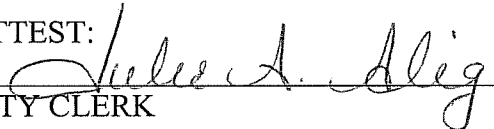
Mr. Hollenkamp passed out handouts to Council regarding the possibility of some cities losing public access channels on their cable television systems if they do not rejoin the Telecommunications Board of Northern Kentucky. The cities currently affected are: Erlanger, Crescent Springs, Florence, Walton and Union.

- F. OKI Oversight Committee – No report

Mr. Finke addressed Council regarding the problem the city seems to be having with rats. Several residents have reported seeing rats in the city. Mr. Finke asks residents not to put out bird seed or throw food outside for dogs. The rats are attracted to the food. Other complaints have been received regarding skunks and raccoons. The Kenton County Dog Warden is paid to take care of wildlife problems in the city and should be contacted by residents when a problem arises.

VIII. 8:35 Motion to adjourn from Caucus Meeting made by Mr. Worland


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, AUGUST 9, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER AND BUILDING/ZONING INSPECTOR ED JODY. ABSENT: CITY ENGINEER JAY BAYER.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of July 12 and July 26, 2004 minutes made by Mr. Brunner; second by Mr. Ryan and motion carried.

I. Petitioners

II. Second Reading; Ordinance No. 5, 2004 fixing the 2004 tax rate was read by Attorney Robert Winter. Motion to accept ordinance was made by Mr. Worland; second by Mr. Brunner and motion carried.

III. Department Reports

A. Police Department

Mr. Ryan made a motion for approval of July report; second by Mr. Worland and motion carried. Chief Smith passed out to Council a breakdown of the calls to the police department made by persons living in the apartments. The handout showed the number of calls to each apartment and the nature of the complaint. There has been an increase in the number of calls over the past six months. Chief Smith stated the department has increased its foot and bicycle patrol in these areas. Chief Smith will also give a copy of the handout to all apartment owners in the city.

Chief Smith relayed to Council, Sergeant John Eddy took part in the Northern KY Airport Shoot over the weekend. He came in as the top shooter and second overall. Congratulations to Sergeant Eddy.

Mr. Kuchle was present at the meeting. He stated the new landscaping done to the yard at the corner of Arlington and Old State obstructs the view to oncoming traffic at the stop signs. Mayor Hellmann will talk to Mr. Bayer regarding Mr. Kuchle's complaint to make sure no ordinance was violated. Mr. Kuchle went on to say the water drainage problem on his street continues. He has placed sandbags along his driveway to keep the water from coming into his yard, but would like to see the city fix the problem. Mayor Hellmann explained to him the Hamilton road project is first priority this year and if funds permit, additional road projects may take place. Harriet and Coram will be kept in mind.

Ms. Stubbs continued the conversation regarding the calls to the apartments. She asked if apartment owners could be cited after a certain number of calls and/or complaints were made to a particular building. Chief Smith said he would like to finish out the year to see where most of the problems lie and take action at that time. Mayor Hellmann suggested Ms. Stubbs talk to Covington regarding an ordinance they passed which gives the city the ability to fine and/or remove a license from owners of problem rental units.

Mr. Hollenkamp asked the status of the new recruit, Jeff Hoppenjans. Chief Smith said he is scheduled to graduate from training on August 20. Chief Smith invited those interested to attend. After Mr. Hoppenjans graduates, he will continue with a couple months of field training before beginning his full time position.

Chief Smith told Council that he has ordered a Ford Crown Victoria cruiser for the department for less than originally thought. Officer Monterosso also found a Chevrolet 4X4 for himself.

B. Fire/EMS – Mr. Brunner made a motion for approval of the July report; second by Mr. Ryan and motion carried. Mr. Ryan asked Chief Huth how many of the squad volunteers have made the move over to Ft. Wright now that they have taken over the city's squad runs. Chief Huth stated, so far, there have been no moves to Ft. Wright. He plans to move and should be able to work at the Park Hills building and still be paged for squad runs out of Ft. Wright.

C. Building Inspector/Zoning Administrator – Mr. Brunner made a motion for approval of July report; second by Mr. Ryan and motion carried. Mr. Worland asked about the approval for the fence at Covington Catholic. Mayor Hellmann explained Ed Jody was unable to issue a permit for the fence so it then had to go before the Board of Adjustment, who then made the decision to allow the fence. Covington Catholic High School is a "conditional use" property in a residential zone, which has certain regulations they must follow.

Ms. Stubbs thanked Mr. Jody for his work in having the shed removed at 1008 Amsterdam.

Mayor Hellmann asked Mr. Jody if the person interested in starting a school at 1522 Dixie Highway has contacted him with anymore information. Mr. Jody talked with the NKAPC regarding the matter. He stated it would be a conditional use and would have to meet the guidelines for square footage in the yard, which it would not.

D. Public Works Department – Mr. Brunner made a motion for approval of July report; second by Mr. Worland and motion carried. Mr. Finke was not present at the meeting.

E. City Engineer – Mr. Bayer was not present at the meeting.

F. Finance Department

I. Mr. Ryan made a motion for approval of June and July financial reports; second by Mr. Hollenkamp and motion carried.

Mr. Ryan made a motion to set the threshold at \$1,000.00 (and a useful life of over one year) for vehicles, equipment, office supplies, etc., to be capitalized and depreciated for the purpose of complying to the new GASB 34 accounting guidelines; second by Mr. Worland and motion carried.

IV. Old Business

V. New Business

Mr. Hollenkamp handed out an article from the Kentucky Post regarding a possible increase in the municipal insurance tax for the city of Erlanger to raise additional revenues for the city. This was discussed at a past meeting and is being looked into as a possibility for Park Hills.

VI. Committee Reports

A. Community Environmental Committee – No report

B. Public Safety/Personnel Committee – No report

C. Infrastructure Committee – No report

D. Mayors' Group Report – No report

E. Mayors' Update – No report

VII. Delegations

A. Tree Board: No report

B. Municipal Government League: No report

C. Northern Ky. Area Planning & Zoning Council: No report

D. Telecommunications Board of Northern Ky.: No report.

E. OKI Oversight Committee: No report.

Business Meeting

August 9, 2004

Page 4

F. Dixie Highway Advisory Committee

The first public workshop takes place this evening. Discussions have included the possibility of lane changes to include turn only lanes to increase traffic flow. The study includes all of Dixie Highway from Pike Street to Turfway Road.

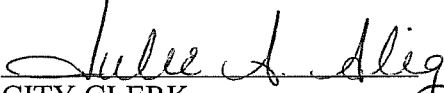
8:16 Motion to enter executive session to discuss pending litigations made by Mr. Worland; second by Mr. Ryan and motion carried.

8:40 Motion to exit from executive session with no action to be taken from session made by Mr. Worland; second by Mr. Ryan and motion carried.

VIII. 8:41 Motion for adjournment from Business Meeting made by Mr. Ryan.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, AUGUST 23, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN AND TED WORLAND. ABSENT: FRED BRUNNER AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY ROBERT WINTER.

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners

Mr. Di Muzio was not present at tonight's meeting but has asked Council for permission to hold the Park Hills' city picnic on Saturday, September 11 beginning at 4:00 p.m. He asked that Hamilton Road be closed from Amsterdam to Arlington. Council and Chief Smith approved the picnic and street closure.

Mr. Joe Geiger was present at the meeting representing the Vision 2006 and the Civic Association. He commented on the success of last years' ornament sales and would like to do the same this year. He said they would also like to sell Park Hills logo t-shirts. The shirts would cost \$30 to make and sell for \$35. He passed out a sheet to Council with a description of the shirts. The profits from the sale of the shirts would go to buy holiday decorations for the city. The association would like the holiday decorations to be more consistent throughout the city. He asked if there were any ordinances or regulations prohibiting the sale of the shirts. Attorney Robert Winter sees no problem with the sale. Council has agreed to the purchase of five (5) shirts. The up front cost for embroidery will be \$75 to \$100 and another \$50 for flyers and advertising. The Civic Association would like to have a shirt on display at the city picnic and perhaps have an order form printed in the HUB.

II. Larry Klein and Chief Schewe, of Ft. Wright, were also present at the meeting. The two were there to give Council a report regarding the squad runs made by their department within the city of Park Hills. The report for the month of July, passed out to Council, gave the run times from the moment the call was made to dispatch, to the time the squad arrived at the scene. The average time was 5 minutes and 19 seconds. Ft. Wright feels they are handling the takeover of Park Hills' runs efficiently and quickly. Chief Schewe went on to say the opening of the Wal-Mart store will not affect the quality of service to our residents. Ft. Wright offers an incentive for members in order to keep the department staffed 24/7.

A resident of 1153 Hamilton was present at the meeting to discuss water problems she has been having because of a pipe installed by the owner of the house next door. The owner of the property at 1157 Hamilton put in a pipe to drain water away from his building which is now directing the water to 1153 Hamilton. She is afraid the water will freeze in the winter and cause a safety hazard. The clerk will email Mr. Jody about the

problem and have him check to see if 1157 Hamilton is in violation, in which case a letter will be sent.

III. Committee Discussions

- A. Community Environmental Committee – No report
- B. Infrastructure Committee- No report
- C. Public Safety/Personnel Committee – No report

IV. Mayor's Group Report

Mayor Hellmann was not present at the past Mayor's meeting. The discussion included the MDTs for the Police Departments. The Mayors do not want to make any payments toward the MDTs until some of their questions are answered regarding the units. Mayor Hellmann and Chief Smith hope to have more information at a later date.

V. Mayor's Update

Mr. Worland brought up the fence that is going to be installed at Covington Catholic High School. He wondered if the city had any say in the type of fence to be erected. Mayor Hellmann explained Covington Catholic submitted plans showing the type of fence they want to install. The plans were approved by Mr. Jody. Chief Smith commented he would like to stop work on the fence until Covington Catholic puts up Fire Lane signs on the property. He went on to say the schools in the city need to have better evacuation plans in place in case of emergencies.

Mr. Finke and Attorney Robert Winter discussed the Montague Landslide case.

Mr. Kuchle was present at the meeting. He asked Chief Smith if he had talked to Mr. Bayer regarding the landscaping at Old State and Arlington. Mr. Kuchle feels the landscaping obstructs the view of oncoming traffic at the stop signs. Chief Smith said he had not talked to Mr. Bayer yet. Chief Smith stated the fireworks flyers will be passed out to residents who will be affected by the street closures on Sunday, September 5. The street closures usually begin around 6:30 pm.

VI. Delegations Discussions

- A. Tree Board – No report
- B. Municipal Government League - No report
- C. Northern KY Area Planning Council – No report

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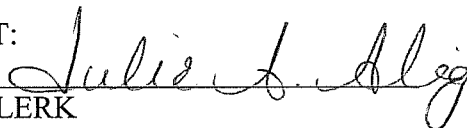
D. Telecommunications Board of Northern KY – No report
Meeting is scheduled for Wednesday, September 25

E. OKI Oversight Committee – No report

F. Dixie Highway Advisory Committee – No report
Mr. Worland asked if Park Hills is included in the Dixie Highway study. Mr. Ryan stated they would only consider adding signals and/or turn lanes. There was no discussion about widening or adding lanes.

VII. 8:31 Motion to adjourn made by Mr. Ryan


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, SEPTEMBER 13, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, STEVE RYAN AND EVELYN STUBBS. ABSENT: DREW HOLLENKAMP AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER, ROB KELLER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of August 9 and August 23, 2004 minutes made by Mr. Brunner; second by Mr. Ryan and motion carried. Mayor Hellmann asked for a change in the minutes regarding August 9. He stated under Finance Department – I., where it says, “set the threshold at \$1,000.00 (and a useful life of over on year) to be capitalized and depreciated”; add “for vehicles, equipment, office supplies, etc.” Motion to accept changes to August 9 minutes made by Mr. Ryan; second by Mr. Brunner.

I. Petitioners - None

II. Resolution No. 12, 2004 – Appoint Jeffrey Hoppenjans to full-time Grade 1 Patrolman, read by attorney Robert Winter. Mr. Hoppenjans has completed his training and will go from recruit to patrolman. Motion to accept Resolution made by Mr. Ryan; second by Mr. Brunner and motion carried.

When Mr. Hoppenjans entered the meeting after the reading of the Resolution, Mayor Hellmann re-read the Resolution in Mr. Hoppenjan’s presence. Mr. Hoppenjans thanked the Mayor and Council.

III. Department Reports

A. Police Department – Mr. Brunner made a motion for approval of August report; second by Mr. Ryan and motion carried. Officer Monterosso spoke with the Chevrolet dealer regarding the Trail Blazer to be purchased by the Police Department. It should be delivered soon with the other cruiser to be ready in a couple months.

Ms. Stubbs handed out Covington KY’s Code of Ordinances regarding Nuisances to Council. It stated what Covington does when properties are considered a nuisance and the measures taken when there is no compliance to warnings issued by the city. Mayor Hellmann requested Attorney Winter look over the Ordinance to perhaps put something similar in place for Park Hills.

B. Fire/EMS – Chief Regis Smith passed out his Fire/EMS report to Council at this time. Mr. Brunner made a motion for approval of August report; second by Mr. Ryan and motion carried. There were no questions for the Chief.

C. Building Inspector/Zoning Administrator – Mr. Brunner made a motion for approval of the August report; second by Mr. Ryan and motion carried. Mayor Hellmann questioned Mr. Jody on the activity of work on Amsterdam and the status of new homes on Scenic Drive. Mr. Jody stated Scenic has been busy building new homes and that there is remodeling and code enforcement activity on the Amsterdam property. The phone calls regarding the dumpster enclosures have subsided. Mr. Ryan asked if the new home next to 554 Scenic Drive meets setback and height requirements. The home is in compliance with the height requirement of 35 ½". Mr. Jody stated he has left messages with the owner of 554 Scenic regarding the house going up next door to her, but has not had a return call as of yet. Mr. Jody asked Mr. Winter if the property located at 1011 Amsterdam could be addressed. It is becoming unsightly. Mr. Winter stated he would look into it.

Mr. Brunner asked Mr. Jody the status of the permit application submitted by Ms. Tholemeier to open a therapeutic massage office. Ms. Tholemeier has since withdrawn her application.

D. Public Works Department – Mr. Brunner made a motion for approval of August report; second by Mr. Ryan and motion carried. Mayor Hellmann would like to have 1068 Emerson Road inspected so that work can begin soon. A letter was mailed to the owner of this property on August 17, 2004.

E. City Engineer – Mr. Brunner made a motion for approval of August report; second by Mr. Ryan and motion carried. The Infrastructure Committee met two weeks ago to discuss upcoming street projects. The Hamilton Road project is the first priority on the list. The committee would also like to see spot repair at the bottom of Audubon and Lawton Roads. Bayer Becker presented Mayor Hellmann with contracts for engineering services on the following road projects:

Hamilton Road Retaining Wall - \$5,000

Lawton Road (Hillcrest to 1077) - \$23,000

Audubon Road (In the vicinity of 1215) - \$9,500

Mayor Hellmann read over the highlights of the contracts and the cost of each project. Motion for Mayor Hellmann to sign and move forward with the Bayer Becker contracts was made by Mr. Ryan; second by Ms. Stubbs. Roll Call: All ayes.

Mr. Kuchle was present at the meeting to discuss his disapproval with the landscaping done at the corner of Old State Road and Arlington Road. He states the landscaping causes a problem at the four-way stop by making it difficult to see other cars at the intersection. Mayor Hellmann read the regulations required at a four-way stop. The city cannot go any further in enforcing a violation since there is no violation being committed. Chief Smith told Mr. Kuchle he would keep an eye on the work trucks parked on the street across from the said property to make sure they are not causing too much of a traffic problem.

F. Finance Department

I. Ms. Stubbs made a motion for approval of August Financial reports; second by Ms. Finke and motion carried.

IV. Old Business

A discussion took place regarding PODS (Portable On Demand Storage) units. Chief Smith stated some residents are keeping the storage units in their driveways and yards for a long period of time. He would like to see something written which would limit the amount of time a POD is allowed to remain in view. The Public Safety Committee will discuss regulations for PODS and then have Chief Smith send letters regarding these regulations to the homeowners. Chief Smith would also like to see signs put up on St. Joseph in order to keep cars from parking too close to the corners. During sporting events at Covington Catholic, many people park on this street. This makes it difficult for emergency vehicles to pass should the need arise.

V. New Business

Mayor Hellmann and Council received an anonymous letter regarding motorized scooters. The writer is concerned these scooters pose a safety hazard to young children who ride them through the city. Some cities have passed ordinances regulating scooters. Mr. Brunner would like to discuss this and the PODS at an upcoming committee meeting to be scheduled in October.

VI. Committee Reports

A. Community Environmental Committee – No report

B. Public Safety/Personnel Committee – No report

C. Infrastructure Committee – No report

Topics from Infrastructure Committee were discussed under Engineering.

D. Mayors' Group Report – No report

MDT's were the topic of discussion at the Mayor's Group meeting. Mayor Hellmann will update Council as more information is received.

E. Mayors' Update – No report

VII. Delegations

- A. Tree Board: No report
- B. Municipal Government League: No report
- C. Northern KY Area Planning & Zoning Council: No report.
- D. Telecommunications Board of Northern Ky.: No report.
- E. OKI Oversight Committee: No report.
- F. Dixie Highway Advisory Committee: No report

8:19 Motion to enter executive session to discuss pending litigations made by Mr. Ryan; second by Mr. Brunner and motion carried.

8:32 Motion to adjourn from executive session with no action to be taken from session made by Mr. Ryan; second by Mr. Brunner and motion carried.

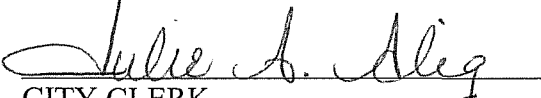
Mr. Winter discussed the handout regarding nuisances which were passed out earlier in the meeting by Ms. Stubbs. He stated he has looked into ways in which fourth class cities can pass an ordinance similar to Covington's. He will look into the possibility of Park Hills setting up a Code Enforcement Board.

Discussion followed regarding the St. Agnes 5K Booster Run.

VIII. 8:44 Motion to adjourn from Business Meeting made by Mr. Ryan.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, SEPTEMBER 27, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ABSENT: FRED BRUNNER AND ATTORNEY ROBERT WINTER.

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners

Mr. Andrew Shetterly, of Scenic Drive, was present at the meeting as a representative for residents of Scenic Drive. He stated the residents would like to have their street become dedicated city street. They are concerned about the upcoming winter and the removal of snow and ice from the street. Mr. Shetterly knows that because of the steep grade of the road, removal of ice by Mr. Finke may be dangerous. He stated the homeowners could possibly hire someone to remove the snow and/or ice that initially forms, and then have Mr. Finke salt the area. According to Mr. Shetterly, Mr. McKinney, the developer of Scenic Drive, states he would be willing to pave the street now at his own expense if further damage to the road, caused by future home construction, is assumed by the builder. After all the lots are developed, Mr. McKinney would pay a percentage of the cost to have the entire road fixed according to NKADD standards. Mayor Hellmann stated even though the residents of Scenic paid road taxes also, it would take a considerable number of years for them to repay the cost of putting in a new road. Mayor Hellmann also stated there are several other streets in the city with tax payers that are not considered dedicated streets. If the city makes an exception for one street, chances are other streets will also want the same services. Mayor Hellmann would like to work with the residents of Scenic to come up with a reasonable solution and also have the area looked at by an engineer and/or geo-tech. Mr. Shetterly stated the residents of Scenic and Mr. McKinney planned to hold a meeting in the near future to discuss these problems. Mayor Hellmann would like to be included in the meeting. The city clerk will be notified of the date, time and place and forward the information to Council and the Mayor.

Mr. Worland stated some of the city's dumpsters were not enclosed and had garbage lying about creating quite an eyesore. Mayor Hellmann wants all apartment and business owners who have not already complied with the dumpster enclosure ordinance, to receive a letter which gives them a deadline of October 15, 2004 to comply. Those who do not comply by the deadline will be cited and a fine will be imposed.

Discussion followed regarding several properties along Dixie Highway who received letters of violation. Mayor Hellmann would like Mr. Jody to look into the property at 1460 Dixie as to whether there is a violation occurring. Apparently, the owner of the business also resides there. There may also be some electrical problems at this location which should be looked into by the Fire Department.

II. A discussion regarding the city's Municipal Tax Rate took place. Mayor Hellmann asked Council to consider raising the tax rate to generate more revenue for the city. The Municipal tax is the second largest revenue source, behind the property tax, for the city. Raising the cap on the payroll tax from \$750 was also brought up by Council as a way to create revenue.

Mayor Hellmann asked Council to consider the tax rate raise and let him know at the next meeting.

III. Committee Discussions

A. Community Environmental Committee – No report

B. Infrastructure Committee- No report

C. Public Safety/Personnel Committee – No report

IV. Mayor's Group Report

Discussion took place regarding the ALS. Ft. Mitchell passed a resolution urging the county to take a stronger stand regarding ALS for cities. Mayor Hellmann feels it may be too late for anything to be done at this point. Some cities are creating their own ALS and other cities may join as long as they are connected by land to that particular city.

V. Mayor's Update

The Vision 2006, Garden Club and Civic Association met to discuss Christmas decorations for the upcoming holiday season. Suggestions included hanging wreaths on all of the street signs, adding more lights and adding more outlets to Trolley Park. Mayor Hellmann stated he had no problem with additional decorating, but wants those involved in the decorating to consider the time and cost that comes along with it. Mr. Schamer stated he would add additional outlets in Trolley Park at no cost to the city.

Mayor Hellmann also discussed the possibility of "dressing-up" Dixie Highway. The Vision 2006 Committee would like to have planting areas along the Dixie Highway business district. The city could possibly match or put up a percentage for the plantings since the properties are owned by private parties. Mayor and Council discussed perhaps bidding the projects to get an idea of what the cost would be.

VI. Delegations Discussions

A. Tree Board – No report

B. Municipal Government League - No report

C. Northern KY Area Planning Council – No report

D. Telecommunications Board of Northern KY

Mr. Hollenkamp relayed highlights of the Telecommunications meeting to Council. They once again discussed what to do about cities that do not pay their fees. The Board feels their public access channels should be blacked out, but Insight continues to give them service without receiving payments from them. The Telecommunications Board will send a letter to Insight explaining their dissatisfaction of how they are handling cities that do not pay. Mr. Hollenkamp will keep Council informed of any new information.

E. OKI Oversight Committee – No report

F. Dixie Highway Advisory Committee – No report

Mr. Worland asked the status of the sidewalk letters. Mayor Hellmann would like to get the letters out soon so that homeowners will be able to replace and/or repair their sidewalks in the spring.

Chief Smith asked Council their opinion on how best to handle a dumping situation on the corner of Lawton and Amsterdam Roads. Apparently, a family member was doing work at the resident and dumped an oily substance into the sewer. Mr. Finke stated he could probably clean it up himself, but Chief Smith wondered if cleanup should be the responsibility of the homeowner and/or person doing the work. Mayor Hellmann asked Mr. Finke to find out the cost of the cleanup and how much trouble it would be, then go from there.

Mr. Hollenkamp asked what was happening with the drainage problem at the Hamilton resident that was brought up last month. The resident at 1153 Hamilton stated the owner of 1157 Hamilton installed a drainage pipe which is now directing water to her driveway. She is worried the water will freeze in the winter and create a safety hazard. The owner of 1153 Hamilton states the pipe was already there when he purchased the property. The city will need to find out how long the problem has been there and then have the attorneys look into as a new or pre-existing problem. Bayer Becker will also look at the problem to decide how to best fix it.

VII. 9:16 Motion to adjourn made by Mr. Ryan


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, OCTOBER 11, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: ANGIE FINKE, DREW HOLLENKAMP, EVELYN STUBBS AND TED WORLAND. ABSENT: FRED BRUNNER, STEVE RYAN AND BI/ZA ED JODY. ALSO PRESENT: ATTORNEY ROBERT WINTER AND CITY ENGINEER JAY BAYER.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of September 13 and September 27, 2004 minutes made by Mr. Worland; second by Mr. Hollenkamp and motion carried.

I. Petitioners

A member of the VFW post in Park Hills, Mr. Jacob Woolridge, was present at the meeting. He asked Council's approval to paint several murals onto the outside of the VFW building located at 945 Montague Road. He would like to paint color pictures depicting scenes from war. He assured Council the paintings would be non-violent in nature. He would like to begin the work soon, weather permitting. He displayed his drawings during the meeting. Council approved the painting of the murals.

II. Resolution No. 13, 2004 – Promotion of Officer Patrick Yarusso to Specialist was read by Mayor Hellmann. Motion for acceptance of the Resolution was made by Mr. Worland; second by Ms. Stubbs and motion carried. Congratulations to Officer Yarusso.

III. Department Reports

A. Police Department – Ms. Stubbs made a motion for approval of September report; second by Mr. Hollenkamp and motion carried. Sgt. Eddy informed Council of the delivery of the new Blazer for Officer Monterosso. The Blazer should be ready for patrolling next month. Council inquired about the MDT's for the Police Department cruisers. Sgt. Eddy stated the MDT's are all in, but the mounts for them are on back order. The department also purchased new guns and hopes to begin training for these weapons next month.

B. Fire/EMS – Mr. Worland made a motion for approval of September report; second by Ms. Finke and motion carried. Council commented on the several small fires in the report. Chief Huth stated the fires were small and contained to a minimal area. No major damage was done.

C. Building Inspector/Zoning Administrator – Mr. Worland made a motion for approval of the September report; second by Mr. Hollenkamp and motion carried. Mr. Jody was not present for tonight's meeting. Mr. Worland asked if Covington Catholic would be

allowed to hang signs, decorations or advertisements of any sort on their new fence in the front of the school. Mayor Hellmann explained the contract states; nothing is to be attached to the fence at any time.

D. Public Works Department – Mr. Worland made a motion for approval of September report; second by Ms. Stubbs and motion carried. Mr. Finke stated the leaf pick-up is scheduled to begin the week of November 15. The pick-up usually takes about a week to complete. Signs will be posted on each street with the day of their pick-up. Mr. Worland asked Dennis if the screws sticking out of the ground near several of the new street signs were going to be removed or fixed. Mr. Finke stated he would look into the problem.

E. City Engineer – Ms. Stubbs made a motion for approval of September report; second by Mr. Hollenkamp and motion carried. Mr. Bayer told Council that the Thelen Company has sent the Hamilton Road Project plans to Bayer Becker Engineers. The cost of the new retaining wall on that road will cost approximately \$75,000 to \$80,000, with the cost of the new road at about \$20,000. Bayer Becker expects the city to make minimal road repairs at this time, with the rest of the road to be looked at in the future. The retaining wall will begin near 1027 Hamilton and end near 1035 Hamilton. Mr. Bayer would like to put the project out to bid during this month and have the bids back by early November. Mayor Hellmann asked if much of the vegetation on the hillside would have to be removed. Mr. Bayer stated most of it should remain in place. The only plants that will be affected are those which lay 6' to 8' from the edge of the road. These will be removed to install the new wall. The Mayor suggested the Infrastructure Committee schedule a meeting soon for notifying residents of Hamilton Road on the upcoming project and what to expect during the work. The work for Audubon and Lawton Roads will be bid in the spring.

F. Finance Department

I. Mr. Worland made a motion for approval of September Financial reports; second by Mr. Hollenkamp and motion carried.

II. Motion to pay the Eaton Asphalt invoice in the amount of \$29.87 from the Municipal Road Aid Fund was made by Ms. Stubbs; second by Ms. Finke. Roll Call: all ayes.

IV. Old Business – None

V. New Business – None

VI. Committee Reports

A. Community Environmental Committee

Ms. Stubbs asked the city clerk if there were many complaints regarding trash/recycling pick-up from residents. The city clerk replied there were not as many as in the past. Ms. Stubbs stated her garbage is missed frequently. This may be due to new route personnel who are not familiar with the area, or the narrow street may be blocked when Rumpke tries to enter. Ms. Stubbs also commented on the work Covington has been doing on their side of Montague Road with landscaping.

Ms. Stubbs asked Sgt. Eddy if the tar-like substance that was dumped down the sewer on the corner of Lawton and Amsterdam has been cleaned up. Mr. Finke stated he cleaned out the sewer, which was not as bad as originally thought.

B. Public Safety/Personnel Committee – No report

Meeting is scheduled for Monday, October 18 at 7:00 p.m. to discuss scooter and POD regulations.

C. Infrastructure Committee – No report

D. Mayors' Group Report – No report

Mayor Hellmann invited Council to attend the upcoming Mayor's Group Meeting scheduled for 9:00 a.m. Saturday at Ryland Heights Community Center.

E. Mayors' Update

Mayor Hellmann told Council that the new windows for the Chambers should be installed soon and then the hallway can be painted.

Mayor Hellmann told Council he has received several complaints regarding the way the tax bills were sent out this year. He would like to look into other options next year and perhaps discuss lowering the initial penalty, which is now at 25%.

The Mayor read a note sent by Mr. Bob Koo complimenting the city on the flowers in and around Trolley Park that he enjoys seeing on his way to and from work.

VII. Delegations

A. Tree Board: No report

B. Municipal Government League: No report

C. Northern KY Area Planning & Zoning Council: No report.

D. Telecommunications Board of Northern Ky.: No report.

Business Meeting
October 11, 2004
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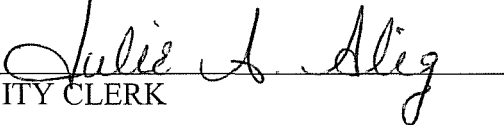
E. OKI Oversight Committee: No report.

F. Dixie Highway Advisory Committee: No report

VIII. 8:25 Motion to adjourn from Business Meeting made by Mr. Worland.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, OCTOBER 25, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ABSENT: DREW HOLLENKAMP. ALSO PRESENT: ATTORNEY ROBERT WINTER

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners – Resident of 1153 Hamilton Avenue was present at the meeting to discuss the water problem at her home. Mayor Hellmann told her the city has contacted the owner of the property and that he is obligated to take care of the problem. The Mayor is waiting on word from Mr. Bayer to look at some options of how to take care of the drainage problem. The Mayor stated that the city would let the homeowner know something within the next couple of weeks.

II. Committee Discussions

A. Community Environmental Committee

Ms. Stubbs spoke about the property that sits on the corner of Locust Street and Montague Road. The property has been boarded up for some time the residents who live in the area are concerned about the safety and the look of the property. Ms. Stubbs drafted a letter to the owner of the property and asked Council to look it over for approval before sending it out. Mayor Hellmann would like to look the property over along with Mr. Ed Jody and perhaps someone from the Area Planning Commission to see if there are specific violations that need to be addressed. He will let Council know when he plans to meet in case anyone else would like to go along. Council will look over the letter for any changes, deletions or additions before the letter is sent to the property owner.

B. Infrastructure Committee

Mr. Ryan stated the process has begun for the Locust Street/Amsterdam Road project. He will get with Mr. Bayer to see where they are on the Hamilton Road project. He also discussed the curb on Audubon and what would be done there.

C. Public Safety/Personnel Committee

A meeting was held on Monday, October 18 to discuss motorized scooters. Mr. Brunner and Ms. Finke decided Council should discuss this further to see if an ordinance should be adopted to outline regulations regarding motorized scooters. Ms. Finke stated she did not think an ordinance was needed for something that is only used by a very small amount of people in the city. Mr. Brunner suggested adding motorized scooters onto an existing ordinance which may include bicycles, skateboards and/or mopeds. The topic will be discussed further at the next meeting.

IV. Mayor's Group Report

The Mayor discussed the resolution that some cities are adopting regarding the ALS. The City of Park Hills has not adopted the resolution at this time.

V. Mayor's Update

The Mayor received a letter from the Telecommunications Board of N. Kentucky asking the city to appoint someone to the board before the end of December for a two year term. The Mayor stated he will wait until after the election to appoint someone.

VI. Delegations Discussions

- A. Tree Board – No report
- B. Municipal Government League - No report
- C. Northern KY Area Planning Council – No report

Meeting will take place Wednesday evening.

- D. Telecommunications Board of Northern KY – No report
- E. OKI Oversight Committee – No report
- F. Dixie Highway Advisory Committee – No report

Mr. Schamer was present at the meeting regarding the fire alarm inspection for the VFW. He stated the equipment needs an inspection at this time. Mayor Hellmann asked Chief Huth to look into this.

Discussion took place between Chief Huth and Mayor Hellmann regarding the windows on the second floor of the city building.

Attorney Robert Winter relayed to Council that a hearing took place this afternoon regarding the Montague landslide. Mr. Winter is waiting on the proper paperwork needed to close the case.

Mr. Winter also stated the property owned by Ms. Robinson on Amsterdam will be sold for past due taxes. No date has been set for the sale yet.

VII. 8:05 Motion to adjourn made by Mr. Brunner


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, NOVEMBER 8, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ABSENT: FRED BRUNNER ALSO PRESENT: ATTORNEY ROBERT WINTER, BUILDING/ZONING INSPECTOR ED JODY AND CITY ENGINEER JAY BAYER.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of October 11 and October 25, 2004 minutes made by Mr. Ryan; second by Mr. Worland and motion carried.

I. Petitioners - None

II. Department Reports

A. Police Department – Motion for approval of October report made by Mr. Ryan; second by Ms. Stubbs and motion carried. Chief Smith was not present at this time. He entered the meeting later.

B. Fire/EMS – Motion for approval of October report made by Mr. Worland; second by Mr. Ryan and motion carried. Chief Huth commented on the nice turnout at the Fire Department on Halloween. Many children showed up for the “Halloweenies” and drinks. Chief Huth played in a football game between the Kenton County and Campbell County Fire Department members over the weekend. Kenton County won 29-6.

C. Building Inspector/Zoning Administrator – Mr. Ryan made a motion for approval of the October report; second by Mr. Worland and motion carried. Mayor Hellmann asked if a letter had been sent to Covington Catholic regarding the weeds overgrowing on Old State Road. Mr. Jody stated the weeds looked as if they had been cut and no letter was sent.

D. Public Works Department – Mr. Ryan made a motion for approval of October report; second by Ms. Stubbs and motion carried. Mr. Finke stated two of the light poles on Hamilton will have to be removed temporarily during work on the road. Mr. Finke asked Mr. Hollenkamp to have the leaf pickup advertised on cable. The leaf pickup will begin Monday, November 15.

E. City Engineer – Mr. Ryan made a motion for approval of October report; second by Mr. Worland and motion carried. The bids for the Hamilton Road project were opened at the City Building this morning. The bidders and the amounts of the bids are as follows:

Necamp Construction Co. - \$ 74,219.30
Ultra Technic Services, Inc. - \$ 89,227.60
Langenheim and Thomson Co. - \$ 92,482.86
Fred A. Nemann Co. - \$ 99,822.30

Mr. Bayer stated Necamp Construction received good references and recommended that Council hire them for the project. Work can begin on December 6 or may begin as soon as November 29. The Mayor commented he would like to have the work finished by the end of the year and asked about problems that may incur with the blacktop. Mr. Bayer stated if it is too cold to put the blacktop down, they will put a temporary patch down and re-do in the spring. The Mayor asked if a guardrail would be installed. Mr. Bayer stated this would be addressed after the job is complete. A guardrail is not included in the bid. Motion to award Necamp the Hamilton Retaining Wall project with a beginning date of December 6 in the amount of \$74,219.30 made by Mr. Ryan; second by Mr. Worland.

Roll Call: All ayes.

Mr. Ryan would like to schedule a town meeting for Monday, November 15 to in order to inform Hamilton residents of the upcoming work.

Mr. Bayer stated he would like the Audubon/Lawton project to go out to bid in the spring. Mr. Finke stated Cinergy would like to do work on the gas lines before the project begins. The city will do work from Hillcrest to the low point of Lawton. Cinergy and the Water District plan to do improvements to all of Lawton Road.

F. Finance Department

1. Mr. Hollenkamp made a motion for approval of October financial reports; second by Mr. Worland and motion carried.
2. Special Fund Payments – None

III. Old Business

Discussion regarding property at 1153 Hamilton Road and the water problem from a pipe at 1157 Hamilton Road. Mr. Bayer gave several options for fixing the problem. He states the work the owner can do will cost just under \$5,000. If the city were to fix the problem themselves, it would cost the city around \$75,000. A letter will be sent to the owner of 1157 Hamilton stating he has 30 days to correct the problem.

IV. New Business

A. Chief Huth discussed the roof repair needed for the Fire Department. Apparently, the roof was put on incorrectly last time and needs to be replaced. Several options will be looked into including; repairing it as is, putting on a pitched roof, adding a second floor, etc.

B. Mayor Hellmann passed out information to Council regarding gross receipts and how our city compares to other cities in the area. The Mayor will give Council more information from the County Licensing Department at the Caucus meeting.

C. Mayor Hellmann discussed the Municipal Tax Rate with Council. He asked them to consider raising the tax rate and to come up with ideas on how to best use the extra revenue. This will be discussed further at Caucus.

D. The Mayor would like Council to give thought to ways of improving Dixie Highway's infrastructure. He would like to be able to disperse funds fairly to businesses along the highway in order to enhance the look of the business district in the city.

V. Committee Reports

A. Community Environmental Committee – No report

B. Public Safety/Personnel Committee – No report

C. Infrastructure Committee – No report

D. Mayors' Group Report

Mayor's group meeting will be held next Saturday. Mayor Hellmann will inform Council of the location for those who wish to attend.

E. Mayors' Update

Insurance agent, Mike Williams, met with the Mayor last Friday afternoon to discuss the city's health insurance options. The new rates for the current health insurance have not been given yet. Handouts regarding health insurance were passed out to Council. The Mayor asked Council to look them over and give ideas or suggestions at the next meeting.

A letter was received from the homeowners of Scenic Drive with a cost estimate to have their street repaired. The Mayor would like Mr. Bayer to make sure the repairs will be done correctly before the street becomes dedicated. He would also like to make sure the storm sewers are also intact. A geo-tech may be required to do testing on the street to make sure the street is stable and the work will meet specifications. Snow removal for the street and the possibility of snow removal for other streets was also discussed.

VI. Delegations

A. Tree Board: No report

B. Municipal Government League: No report

The annual dinner is scheduled for Saturday evening.

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C. Northern KY Area Planning & Zoning Council: No report.
Meeting scheduled for November 27. The study done by NKADD which looks at expenditures and spending trends of different cities will be discussed.

D. Telecommunications Board of Northern Ky.: No report.
Mayor Hellmann asked Mr. Hollenkamp if he would consider being appointed for another term with the Telecommunications Board. Mr. Hollenkamp replied Ft. Wright may be sending someone from their city to replace him. He asked the other members of Council to consider filling the seat in his absence.

E. OKI Oversight Committee: No report.

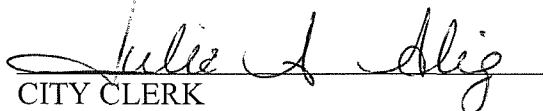
F. Dixie Highway Advisory Committee: No report

Attorney Robert Winter updated Council on the Montague Landslide case. As soon as conveyance of the land is complete, a closing will take place at the attorney's office and the case can be closed. A hearing is scheduled for the fourth Monday in November. Mr. Winter will update Council of the hearing's outcome at that evening's Caucus meeting. Mr. Hollenkamp asked Council to give thought as to where to hold this years' Christmas party and swearing in ceremony. The Gardens of Park Hills was mentioned. The city clerk will check with the Gardens as to availability and cost. A tentative date of Friday, December 17 has been set for the get together. Mr. Bayer congratulated the Notre Dame Academy soccer team for winning the state championship title. The city will acknowledge their achievement at the next Council meeting.

VII. 8:35 Motion to adjourn from Business Meeting made by Mr. Ryan


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, NOVEMBER 22, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP AND EVELYN STUBBS. ABSENT: STEVE RYAN AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners – Ms. Carolyn Gastright was present at the meeting to discuss her property located at 1009 Montague Road. Neighbors of the property were also present, many upset about the condition of the property. They claim the home is a haven for animals and also a place where teenagers hang out at night. They would like to see the property sold or fixed up. Ms. Gastright claims she has put too much money into the property to sell it for what was offered to her. Ms. Gastright stated she would put the property on the market until spring. If the property does not sell by then, she states she will hire someone to fix the property to the satisfaction of the city. Some of the residents voiced a desire to purchase the property and have the house demolished. Mayor Hellmann told Ms. Gastright, the city is looking to adopt an ordinance which would place an additional tax on abandoned/blight properties and stated the city would like to work with her in remedying the situation before the city takes stronger measures to have her do so. Chief Smith encouraged neighboring residents to contact the Police Department if they see anyone entering the property.

The residents of Locust Street also asked the city if something could be done to keep the turnaround at the end of the street free from cars. They state they sometimes have to back up into the intersection of Locust and Montague in order to exit their street. Some residents of Amsterdam seem to have taken to parking in the turnaround. This problem will be looked into.

Attorney Robert Winter gave the meeting audience a brief update on the Montague Landslide case. He stated there is a potential buyer for the property. Anyone purchasing the property would be required to make all necessary repairs.

II. Discussions

A. Gross Receipts

Mayor Hellmann gave Council a spreadsheet regarding gross receipts. He asked Council to look it over and discuss potential changes to our existing tax rate. One possible change would be to put a higher cap while lowering the tax rate. Council will discuss at a later meeting.

B. Municipal Insurance

The Municipal Insurance revenue is the second largest revenue source for the city. Mayor Hellmann suggested possibly increasing the tax and lowering the property tax. Extra money from the tax could also be used for Dixie Highway beautification. This will also be discussed at a later date.

C. Dixie Highway Program

Mayor Hellmann stated the city could possibly create a "grant concept" to businesses along Dixie Highway. Money could be used in conjunction with the Civic Association and the Business Association for the beautification of business fronts along Dixie Highway. Guidelines would need to be established on how the money would be dispersed and what it could be used for.

D. Health Insurance

A handout was given to Council showing the city's health insurance renewal rates and the rates of other renewal options. Premiums could be lowered by taking a plan which has higher co-pays and/or deductibles. The Mayor asked Council to consider some of our insurance options and discuss later.

E. Police Department Accreditation

Chief Smith went over the handout given to Council outlining the requirements needed for the Police Department to become accredited. He asked for the Mayor and Council's permission to move forward. He stated most cities in our area are already accredited. It would raise the standard of performance to meet those on a state level. Accreditation was in mind during the Police Department's renovation. The department's policies and procedures have also been re-written to comply. Chief Smith also added accreditation would give more support to officers who are injured during police duty. Specialists Ford and Monterosso both have worked for accredited Police Departments. Chief Smith gave an up to date status of those who are not complying with the new dumpster ordinance and asked Council how they would like the problem handled. Council replied the Police Department should enforce the penalties just as the ordinance states.

F. Personnel Information Files

Mayor Hellmann stated his desire for the city to have a more detailed personnel file. He suggested yearly job performance evaluations be given to employees by himself and/or department heads. He also stated he would like Council to be more involved in the interviewing, hiring and evaluation process. The Public Safety/Personnel Committee will schedule a meeting to discuss this. The city clerk will gather information from several surrounding cities for examples and/or samples of their evaluation procedures.

III. Committee Discussions

- A. Community Environmental Committee – No report
- B. Infrastructure Committee – No report
- C. Public Safety/Personnel Committee – No report

IV. Mayor's Group Report

The Fiscal Court will hold a meeting on December 11 at 9:00 a.m. to discuss the maintaining of county streets and vehicle repairs. The meeting will be held at the Sanitation District if a room is available.

The Northern Ky. Municipal Planning and Zoning Committee is looking into creating a county wide Code Enforcement Board.

Mayor Hellmann emailed Council asking them to be on the lookout for blight/abandoned properties within the city. He is interested in adopting an ordinance which would add additional tax fees to properties that meet certain conditions.

V. Mayor's Update

Reality Tuesday Coffee House would like to host the swearing in ceremony for the Park Hills Council members. The city personnel will meet there on Saturday, December 18 at 7:00 p.m. with the swearing in at 7:30 p.m. by Kenton County Clerk, Bill Aylor, if he is available. Dinner will follow at 8:30 p.m. at the Greyhound Tavern.

VI. Delegations Discussions

- A. Tree Board – No report
- B. Municipal Government League - No report
- C. Northern KY Area Planning Council – No report
- D. Telecommunications Board of Northern KY

Mr. Hollenkamp has represented several cities during the past two years on the Telecommunications Board. He stated someone from Ft. Wright has voiced an interest in taking over the chair for the next two years. Mr. Hollenkamp stated he will remain a cluster representative.

- E. OKI Oversight Committee – No report
- F. Dixie Highway Advisory Committee – No report

Mayor Hellmann spoke with Ryan Brzygot regarding the possible Scenic Drive dedication. Mr. Brzygot received a bid for about \$50,000 to have the street repaired. Thelen met with Mr. Brzygot, Jay and Dennis to discuss the bid. Jay stated the actual cost would be around \$130,000 to make sure the street is up to standard. Mayor Hellmann would like to schedule another meeting with the residents of Scenic to go over Jay's recommendations. The city could contract out snow plowing for the street and the

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Mayor has asked Council to consider the cost to do the plowing. The Mayor will contact Council when a meeting date is scheduled.

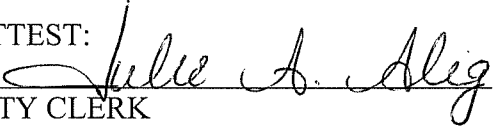
The Mayor received a call from Mr. Greg Claypool asking permission to possibly hold a city wide yard sale. The money raised would go to the Garden Club. Parking issues, among other things, will be discussed at a later date.

A Proclamation was read by Mayor Hellmann congratulating the Notre Dame Academy girl's soccer team on their state title. The Pandas won the State Championship on Saturday, November 6, 2004. Congratulations Notre Dame!
Ms. Stubbs suggested maybe having the team and coach as grand marshals for the upcoming Memorial Day Parade.

VII. 9:44 Motion to adjourn made by Mr. Brunner


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING ON MONDAY, DECEMBER 6, 2004, AT 7:00 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, DREW HOLLENKAMP, ANGIE FINKE, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER.

Call to Order

Pledge of Allegiance

Roll Call

I. Discussion took place regarding the renewal of the city's health insurance. Council went over some of the options and it was decided to stay with the current policy. The cost would go from \$4,150.91 to \$5,100.40 per month. The benefits will remain the same.

II. Discussion took place regarding abandoned properties. Mayor Hellmann would like to pass an ordinance which would add additional tax fees to properties which have been abandoned for over one year, are dilapidated, unsafe, vermin infested or otherwise dangerous or have been tax delinquent for at least three (3) years. The new tax would be \$.75 per \$100.00. The City Zoning Administrator shall determine each year which properties in the city meet these criteria. The City Zoning Administrator shall then prepare and furnish a list to the city clerk and to the PVA prior to January 1st of each year. The owner will be notified by March 1 of each year and will have until April 1 to appeal.

III. First Reading of Ordinance No. 6, 2004 establishing tax rate for abandoned properties was read by Attorney Robert Winter.

IV. First Reading of Ordinance No. 7, 2004 placing a stop sign at the intersection of Hamilton Road and Arlington Road was read by Attorney Robert Winter.

V. A meeting will take place Tuesday at 7:00 p.m. at the Clark's resident (522 Scenic). The residents will discuss their options for street repairs. The residents received a bid of around \$50,000 to \$60,000 for the repairs. Mr. Bayer estimated a cost of around \$130,000 for the street to be done according to standard. Mayor Hellmann stated to Council; if residents go with their contractor and the street does not meet the required standards, the street will not become a dedicated city street and will not receive snow plowing. He asked Council to think about what fee to charge residents for snow plowing services provided by the city.

Chief Smith stated that some of the problems with Scenic are double parking and residents wanting to block the street for events, such as the fireworks. Currently, the police do not drive down the new section of Scenic.

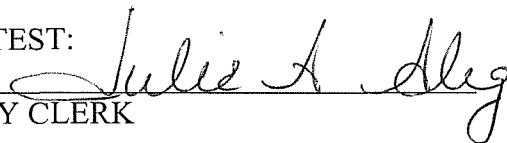
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Mr. Finke stated some of the undeveloped lots on Scenic are becoming overgrown and piled with debris and trash.

Mayor Hellmann briefly discussed the increase in rates through the County Garage. Chief Smith stated he uses the garage regularly, but will look at other garages' rates in the area to see if he can find something less costly.

VI. 8:50 Adjournment of Special Meeting made by Mr. Ryan

ATTEST:


CITY CLERK


MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, DECEMBER 13, 2004, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ABSENT: DREW HOLLENKAMP ALSO PRESENT: ATTORNEY ROBERT WINTER, BUILDING/ZONING INSPECTOR ED JODY AND CITY ENGINEER JAY BAYER.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of November 8 and November 22, 2004 minutes made by Mr. Brunner; second by Mr. Worland and motion carried.

I. Petitioners

City auditor, Mr. John Walker, was present at the meeting to go over the audit draft for the fiscal year 2003-2004. He stated that since the new GASB 34 form of accounting is included in the audit for the first time, he wanted to go over it with Council and explain some of the changes. Mr. Walker asked Council to look over the draft and let him know if they have any questions. He stated he could meet again with Council to go over the draft in more detail if they wished. The new GASB 34 form of accounting will remain in place, but the annual budget and monthly financial statements will still be prepared as usual.

II. Second Reading of Ordinance No. 6, 2004 establishing a tax rate for abandoned properties was read by Attorney Robert Winter. Motion to adopt ordinance was made by Mr. Brunner; second by Mr. Worland and motion carried.

III. Second Reading of Ordinance No. 7, 2004 placing a stop sign at the intersection of Hamilton Road and Arlington Road was read by Attorney Robert Winter. Motion to adopt ordinance was made by Mr. Ryan; second by Mr. Worland and motion carried.

IV. Department Reports

A. Police Department – Motion for approval of November report made by Mr. Brunner; second by Mr. Worland and motion carried. Mayor Hellmann commented on the number of calls to the apartments. Chief Smith stated he believes the calls will decline due to the moving of some of the residents. Ms. Stubbs asked if any more thought had gone into implementing an ordinance which would fine landlords when an excess amount of calls regarding their tenants were made. Chief Smith stated he would like to see an ordinance in place addressing this problem. Attorney Robert Winter will work on an ordinance and it will be discussed at the January meeting.

B. Fire/EMS – Motion for approval of November report made by Mr. Worland; second by Mr. Ryan and motion carried. Mr. Worland asked Chief Huth if he could provide mileage totals for the Fire Department vehicles. Chief Huth stated he would begin including these totals in his monthly reports.

C. Building Inspector/Zoning Administrator – Mr. Ryan made a motion for approval of the November report; second by Mr. Worland and motion carried. Mr. Worland expressed his wish to have a letter sent to Mr. Woolridge thanking him for the fine work he did in painting murals on the outside of the VFW Post building. Mayor Hellmann updated Mr. Jody on the meeting which took place last month that Ms. Gastright attended. The Mayor stated Ms. Gastright is supposed to have the building up for sale in the near future. Mayor Hellmann also told Mr. Jody that owners of the abandoned properties in the city must be notified as to the terms of the ordinance by March 1, 2005.

D. Public Works Department – Mr. Ryan made a motion for approval of November report; second by Mr. Brunner and motion carried. Mr. Finke stated NeCamp Construction should finish up the main work on Hamilton Road by tomorrow. He also reminded Council that the Christmas tree mulching will take place on January 18, 2005.

E. City Engineer – Mr. Ryan made a motion for approval of November report; second by Mr. Brunner and motion carried. Mr. Bayer stated the Hamilton Road project was going well and is near completion. He also stated most of the survey work for Lawton Road is complete. The Water District has stated they would like to make their water main improvements on Lawton at the same time as the city's improvements. Mayor Hellmann asked if any work had begun on the gas lines as of yet on Lawton Road. Mr. Bayer replied that Cinergy would like to begin work in January and do the entire street. Mr. Bayer asked if the city would like to make improvements to all of Lawton Road instead of the initial plan to just do the street from Hillcrest to Lawton's low point. Mayor Hellmann stated it would depend on money left in the budget. This will be discussed further.

F. Finance Department

1. Mr. Worland made a motion for approval of November financial reports; second by Mr. Brunner and motion carried.

2. Special Fund Payments

Motion to pay Municipal Road Aid invoices in the amount of \$16,667.51 was made by Mr. Worland; second by Mr. Ryan. Roll Call: All ayes.

V. Old Business

A. Discussion took place regarding improvements to Scenic Drive. Mr. Bayer stated he thought the work would cost around \$130,000 in order for it to meet the required standards. The residents of Scenic received a bid of around \$50,000 to \$60,000 from a contractor to make the short term repairs needed to make the street decent. Mayor Hellmann explained to the residents that the choice of the type of repair to be made would be up to them. He went on to say if the work from their contractor did not meet the required standards, the street would not be dedicated. The residents decided to go with the less expensive repair. The Mayor and Council reminded residents that putting down a layer on the existing street may make future repairs much more difficult. Residents understood the terms and stated they would still like to work on a contract with the city regarding snow removal.

B. Mayor Hellmann asked Council to continue thinking about any changes they would like to make to the gross receipts tax using the spreadsheet he passed out at the last meeting. Mr. Brunner commented on how the county collects and distributes these taxes to cities. He would like to look into this further to make sure we are receiving the correct amount of revenue.

C. Mayor Hellmann relayed to Council that he would like to possibly raise the Municipal Insurance Tax rate and perhaps lower the property tax. Additional monies could be used for beautifying the business district along Dixie Highway. He would like to discuss this at January's meeting when all of new Council is present. There is a deadline for increasing this tax so it should be looked into fairly quickly. Mr. Brunner stated he would like to conduct a survey of residents to find out what they pay into municipal taxes. He suggested perhaps the Garden Club or Civic Association could head up the survey.

VI. New Business - None

VII. Committee Reports

- A. Community Environmental Committee – No report
- B. Public Safety/Personnel Committee – No report
- C. Infrastructure Committee – No report

D. Mayors' Group Report

1. Mayor Hellmann updated Council on the meeting which took place at the Sanitation District on Saturday, December 11. Discussion included the comparison of unincorporated cities as opposed to incorporated cities. Unincorporated residents have street maintenance and city vehicle repair paid for out of tax dollars. Incorporated cities, such as Park Hills, must pay for these out of resident tax money and out of city money. The County Garage was to increase their rate from \$45.50 per hour to \$62.00 per hour beginning January 1, 2005. Due to the fact this is the middle of the fiscal year, they have decided to wait until June, 2005. Their plan is to increase the rate to \$67.00 per hour beginning June, 2006.

The County Garage increase will directly affect Park Hills. Park Hills does not have to worry about the increase in street repair/maintenance, as our city does not have any county roads within it. The County Garage contract will not be signed at this time by the city.

2. The regular Mayor's Group meeting is scheduled for Saturday, December 18 at Crescent Springs. Discussion will include other alternatives to the County Garage.

E. Mayors' Update

1. Mayor Hellmann stated the contract with our realtor regarding the city owned Cecelia Avenue property has expired. He does not want to renew the contract at this time as it is a slow time for property sales. He would like a "for sale by owner" sign put on the property for the time being.

2. Mayor Hellmann discussed a "Seven City ALS Service" with Council. The purpose of this is to perhaps team with the six other cities in our area who currently do not have their own paramedic service. Park Hills, along with Bromley, Ludlow, Lakeside Park, Crestview Hills, Fort Mitchell and Fort Wright could possibly join together to create a group of one full time and several part time paramedics to cover the cities on a 24/7 basis. Transcare's renewal bid for another year came in at about double its current rate. With the seven cities working together, the cost may come in under what is currently being paid. Mayor Hellmann stated Fort Mitchell and Ft. Wright both voiced an interest in the plan. The Transcare contract expires on July 1, 2005. Mayor Hellmann will keep Council updated on new information regarding this.

VII. Delegations

A. Tree Board: No report

B. Municipal Government League

Ms. Stubbs recommended the delegacy of the Municipal Government League to anyone on Council who may be interested. She commented on the wonderful group of people she has worked with in the League and went on to say she enjoyed her time with them.

C. Northern KY Area Planning & Zoning Council: No report.

D. Telecommunications Board of Northern Ky.: No report.

E. OKI Oversight Committee: No report.

F. Dixie Highway Advisory Committee

A meeting took place a couple of weeks ago. Right now the studies are concentrating on traffic signals and traffic flow with regards to access control.

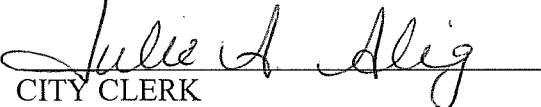
Mr. Ryan took a moment to recognize Ms. Evelyn Stubbs. Ms. Stubbs did not run for another Council term and this will be her last meeting. Everyone thanked Ms. Stubbs for her time and dedication to the City of Park Hills.

Ms. Carol Bethel was present at the meeting along with Mr. Chris Russell and Mr. Jack Keller of Gateway Community College. They explained some of the renovations which have taken place inside the building. They also invited Council to visit the facility and perhaps even hold one of its meetings there. There are currently about 12-13 full time employees at the Park Hills Campus. The larger number of courses offered at the school has increased enrollment. Gateway College is looking to expand their Edgewood and Mt. Zion campuses which may eventually lead to closing the Park Hills Campus. They stated that any changes to the flow of traffic in and out of the campus will be relayed to Council beforehand.

VII. 9:14 Motion to adjourn from Business Meeting made by Ms. Stubbs


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK