

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, OCTOBER 23, 2017 AT 7:00 P.M. AT THE ST. JOSEPH HEIGHTS LOCATED AT 1601 DIXIE HIGHWAY WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAM SPOOR, JASON RESER, GREG CLAYPOLE, STEVE ELKINS AND KARL OBERJOHN ALSO PRESENT WAS CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Mayor Mattone asked those wanting to address Council to approach the podium and give their name and address. This makes it easier to hear them speak and to see on video.

I. Petitioners - none

II. Presentation of street improvement program and infrastructure funding – Karl Oberjohn

Mr. Oberjohn did a slideshow presentation regarding street improvements and funding. The entire presentation is attached to the end of the minutes.

Ms. Spoor thanked Mr. Oberjohn for his presentation. She asked, of the remaining 13 streets not done, how many have had no work done. Mr. Oberjohn commented that most have had little or no work done to them. Ms. Spoor stated she likes the idea of evaluating the condition of the streets as wear and tear can depend on traffic and other conditions.

Ms. Spoor believes it is ethical to split the storm and sanitary sewers so that sanitary sewers do not pour directly into the river and likes the idea of rain gardens and other forms of retention. Mr. Oberjohn commented SD1 is looking into other retention solutions. Ms. Spoor added; Council voted to have the road tax issue, addressed in Mr. Oberjohn's presentation, put on the ballot for residents to vote on.

Mayor Mattone reminded everyone that Amsterdam Road was given to the city by the County to maintain and also likes the idea of a street assessment.

A few months ago, parts of Amsterdam Road and Park in Ft. Wright were repaved using a material many residents were not happy with. Ms. LuAnn Holmes asked if this type of paving would be considered for any streets in Park Hills. Mr. McMurtry stated the state was experimenting with different materials and it didn't turn out as expected. Mayor Mattone stated the paving had been replaced. This type of pavement does not seem likely for Park Hills' roads.

Ms. Spoor asked if the Infrastructure Committee would make a recommendation before voting on the Jackson Road improvement SD1 match Mr. Oberjohn mentioned in his report. Mr. Oberjohn stated the committee will discuss at their next meeting this Thursday. He also would like another public meeting with the residents of lower Jackson Road before the next Business Meeting.

Ms. Sarah Froelich stated, at the last Communications Committee meeting, there was talk about changing some of the plans for the North Arlington Road project such as creating a cul-de-sac. Mr. Reser explained a lot of steps would have to go into that. He added; the city needs to address these issues soon in regards to the Gateway property development. Mayor Mattone advised staying the course and see how the volume of traffic due to the development could affect residents. He is hopeful access to the development will come off of Dixie Highway. He has not seen any plans regarding the development as of yet. Ms. Froelich added; this is where a City Administrator would help in regards to obtaining grants.

III. Committee Reports

A. Communications Committee

Mr. Oberjohn stated he would like all articles by November 1st for the December newsletter.

IV. Old Business

A. Berling Update

Mayor Mattone stated he spoke with Ms. Leiellen Atz regarding the status of the Army Corps of Engineers. The project is currently being held up by a Section 106 review. When federal projects intersect with historic districts, there is a review process which is automatically triggered. There are several consultants to this mitigation process including; several Native American Tribes, the State Historic Preservation Officer, the Kentucky Heritage Council, the City of Park Hills and the Civic Association. Since the house on Audubon Road was demolished and was part of the Historic District, it needs to be mitigated. A Memorandum of Agreement (MOA) will need to be put in place between the Kentucky Heritage Council and the Army Corps of Engineers stating what the Berlings have to do to mitigate that loss. Once the MOA is developed, they will go through the Army Corps of Engineers permitting process for the water that goes through the development. This process should take several months.

Mayor Mattone stated Ms. Atz told him that typically the general public is not named as consultants as the Mayor represents the city. But since several neighbors are directly adjacent to the development, they can be named as consultants if they like. The Mayor recommended Mr. Kevin Theissen, and other adjoining neighbors wishing to be included, reach out to Ms. Atz. Until this process is resolved, the Mayor does not foresee any work being done in regards to the development.

Ms. Spoor asked if the mitigation could bring financial consequences. Mayor Mattone stated he asked Ms. Atz that question. She stated this happens with any federal project which affects old structures. It would depend on the historic value of the property. She does not know what the State Historic Preservation Officer will recommend. Ms. Spoor asked if the forest counts in the mitigation since the trees taken down were also in the historic district. He is not sure if it only applies to structures. This review is happening due to federal dollars being spent on the project.

Mr. Kevin Theissen, adjoining property owner to the project, approached Council. He stated the trees were taken down in February and nothing has been done. He stated it has been a long journey and will continue with the review, moving the dirt and then building the houses. Mayor Mattone stated he has not heard anything new from the Berlings. Mr. Theissen stated the three situations moving forward are the water drainage, the house demolition review and the involvement of an archeologist. He asked which of these issues is the most major. Mayor Mattone replied that his understanding of the Section 106 review is since the house touched the historic district, the State Historic Preservation Officer has to review and make recommendations about how the loss of the building is mitigated. The demolition and archeologist are related, he believes. The water has always been a key source for the review. Mr. Theissen stated with the current letter sent out, a larger group of Audubon residents have concerns. He added; when this began about 14 months ago, many didn't like what was being proposed but believed the developer and builder knew what they were doing; not so much now. He wants to know how to keep this on the 'front page' and hold them accountable going forward. He also is concerned that the stop signs are still not up at the intersection near the proposed development. Ms. Spoor asked, with the mitigation, will there be a cost burden and how will this affect the overall project. Mr. McMurtry stated he hasn't looked into it or what would happen to the developer. Ms. Spoor asked to whom the mitigation damages would be owed. Mayor Mattone stated he is not sure; perhaps go towards preservation initiatives in the city. Mr. Berling will have to agree to the Memorandum of Agreement. Mr. VonHandorf stated he would put the stop signs up tomorrow.

B. Gateway Update

No updates

V. New Business

A. Discussion of Ordinance No. 17, 2017 regarding tree inventory.

Mr. McMurtry stated, in light of what happened at Lookout Heights in which a tree fell and killed one person and injured another, an Ordinance was created for the City of Ft. Wright and refashioned by the attorney for Park Hills. The Ordinance would require a tree inventory to address problem trees. The worst trees would be taken care of first, thus limiting the city's liability. The Mayor stated the city is in the running with the University of Kentucky for a tree survey. Mr. McMurtry stated this would be a separate issue dealing with trees on city property only. The Tree Board is included in the Ordinance to inspect the trees. Mr. Oberjohn made a request that the Tree Board give monthly reports at the meetings; Mr. Reser agreed. Mayor Mattone stated the city needs a tree improvement plan and that we may want to re-address the landmark tree Ordinance. Discussion turned to the tree trimming by Duke Contractors. Ms. Spoor stated there are many trees which can be planted under power lines.


B. Discussion of Ordinance No. 18, 2017 regarding Sign Ordinance

Caucus Meeting
October 23, 2017
Page 4

Mr. McMurtry stated the KCPC approved the amendment to the city's sign Ordinance to conform to the U.S. Supreme Court decision in *Reed v. Gilbert, Arizona* regarding first Amendment rights.


8:31 Motion to enter into closed session to discuss future acquisition or sale of real property and to discuss pending or threatened litigation was made by Ms. Spoor; second by Mr. Elkins. Roll call: all ayes

Motion to adjourn from Caucus meeting



Mayor, Matt Mattone

ATTEST:



City Clerk

Infrastructure Committee Update

Karl Oberjohn

Council Member

Co-Chair, Infrastructure Committee

Outline

- Street repair methods
 - Short-term mill and overlay
 - Long-term “deep fix”
- Status of all city streets
 - Streets rebuilt since 2000
 - Streets yet to be rebuilt
- Funding sources
 - Restricted Funds
 - \$2.5M Street Loan
- Ten-year outlook

Repair Methods

- Short-Term Solution: Mill & Overlay
 - Top layer (2 inches) of a street is removed by a large milling machine and replaced with a new layer of bituminous pavement
 - 8-15 year life cycle
 - No upgrades to buried utilities
 - For estimation purposes, very roughly \$50/foot

Repair Methods

- Long-Term Solution: “Deep Fix”
 - Sanitation District No. 1: “When planning road reconstruction or resurfacing projects, make sure that proper drainage designs are implemented.”
 - Replacing entire street presents opportunity to upgrade buried utilities
 - Replace water and gas lines with modern materials
 - Example: replacing lead water pipes
 - Separate combined storm and sanitary sewers
 - Subsequent maintenance only requires mill and overlay and possibly curb repair
 - Cost depends on complexity of buried infrastructure
 - For estimation purposes, very roughly \$400-600/foot

Why “Deep Fix?”

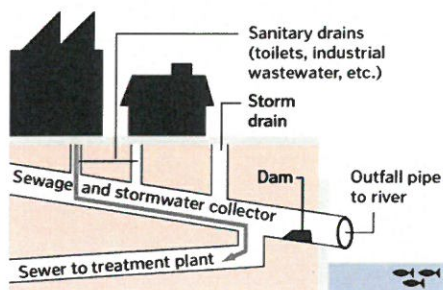
- Old sewer lines, especially combined lines (storm + sanitary) contribute to overflows in basements and discharge of pollutants into Ohio River
- New utility lines will last 75-100 years
- Pavement will last longer with better foundation
- Since beginning of Street Program in 2000, 19 streets have been completely rebuilt using the “Deep Fix” method
- 13 streets have not been substantially improved

Combined Sewer Overflows

How a combined sewer system works

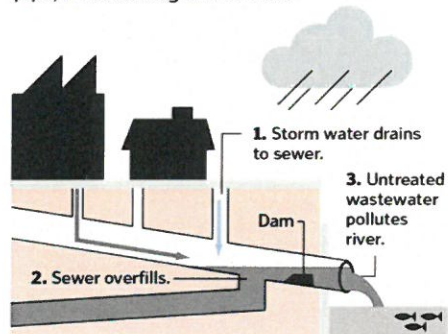
A combined sewer system collects both wastewater from domestic, commercial and industrial sources with runoff water from streets and buildings. The collected wastewater is then treated before it is released to streams, rivers or lakes. Problems arise when the system is overloaded after a big storm.

ON A DRY DAY: Wastewater and street runoff collected in the sewer is blocked by a partial dam in the collection pipe and flows by gravity to the treatment plant.



SOURCE: U.S. Environmental Protection Agency

AFTER A BIG STORM: Runoff from streets causes collector to overfill. When untreated wastewater rises above the dam in collector pipe, it is discharged into river.

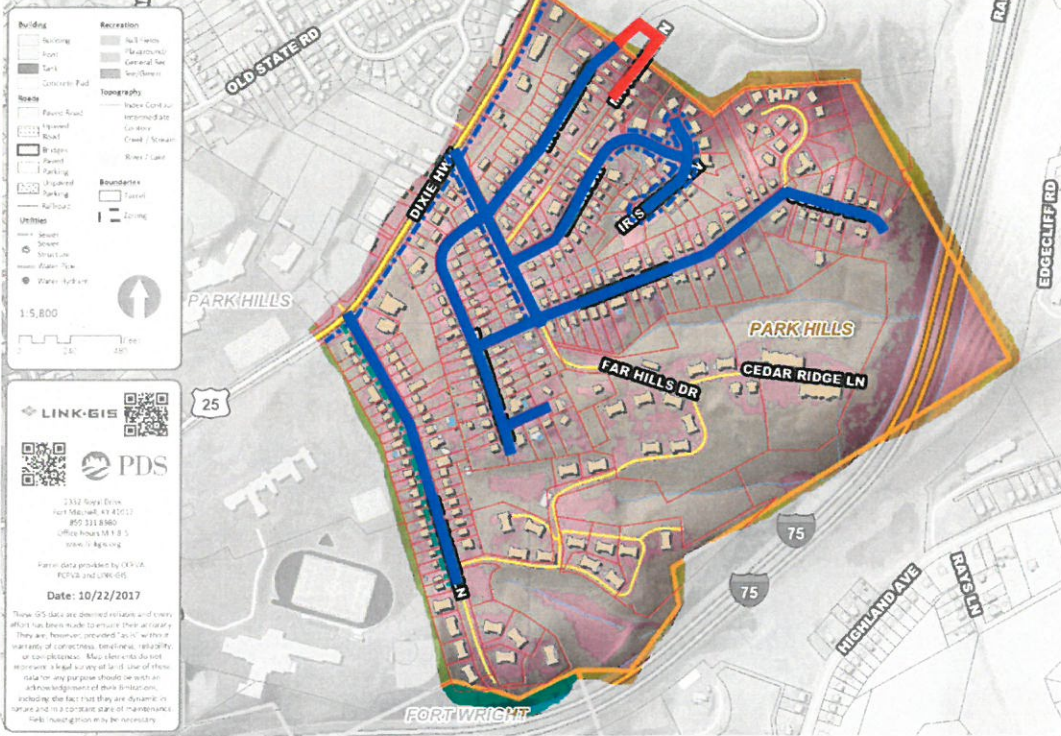


KEN MARSHALL | THE PLAIN DEALER

Completed Streets

| STREET NAME | YEAR |
|-------------------|------|
| ROSE CIRCLE | 2000 |
| ST. JAMES AVE | 2000 |
| HILLCREST LANE | 2002 |
| CECELIA AVE. | 2003 |
| SCENIC AVENUE | 2003 |
| MOUNT ALLEN RD. | 2008 |
| ST JOSEPH AVE. | 2008 |
| HILLTOP DRIVE | 2010 |
| ROSEMONT AVE | 2010 |
| MORGAN CT. | 2011 |
| TERRACE DRIVE | 2012 |
| EXTER DRIVE | 2013 |
| ARLINGTON (SOUTH) | 2014 |
| OLD STATE RD | 2014 |
| ALHAMBRA CT. | 2015 |
| CORAM STREET | 2015 |
| HARRIET STREET | 2015 |
| ALTAVIA | 2016 |
| ABERDEEN RD | 2017 |

LINK-GIS Web Map



LINK-GIS Web Map



LINK-GIS Web Map

Legend:

- Building:**
 - Residence
 - Public
 - Commercial
- Recreation:**
 - Ball fields
 - Parkways
 - General use
 - Amusement
- Topography:**
 - Water Contour
 - Intermittent
 - Stream
 - Creek / Stream
 - River / Lake
- Roads:**
 - Residential
 - Arterial
 - Interstate
 - Highway
 - Trunk
 - Express
 - Freeway
 - Interchange
 - Overpass
 - Underpass
 - Bridge
 - Tunnel
 - Driveway
 - Access
 - Driveway
 - Driveway
- Utilities:**
 - Water
 - Gas
 - Electric
 - Telecom
 - Other
- Boundaries:**
 - Parcel
 - Lot
 - Block
 - City

Map Labels: COVINGTON, PARK HILLS, PARKWAY, TERRACE DR, CORAM ST, OLD STATE RD, ARLINGTON RD, PATTON DR, CHERRY ST, LEWIS ST, DIXIE HWY, MAPLE AVE, EXETER DR, IRISHPOLE LN, WRIGHT, PARK RD, WINDY RD, 1317, 072, 25.

Scale: 1:7,200

LINK-GIS

PDS

2332 Maple Drive
Fort Mitchell, KY 41011
935.111.8460
Office Hours: 9:00 a.m. to 5:00 p.m.
www.linkgis.org

Map data provided by: CUBIT
PDS and LINK-GIS

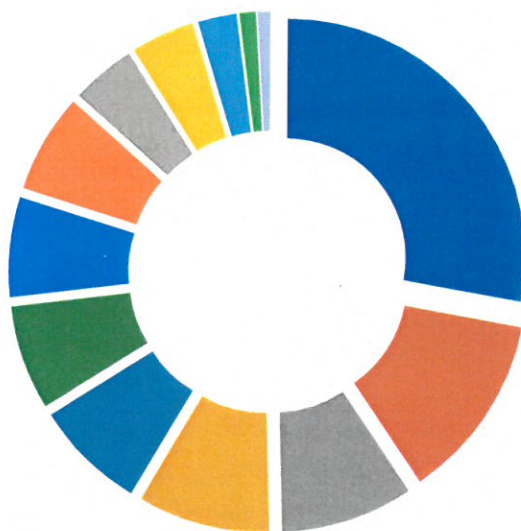
Date: 10/22/2017

These GIS data are deemed reliable with the understanding that no warranty has been made to ensure that the accuracy of the data is sufficient for use in any application. Map users should not rely on the data for any purpose that requires a high degree of accuracy. The data are provided as is, without any warranty, and the user assumes all liability for any use of the data.

© 2017 LINK-GIS. All rights reserved. LINK-GIS is a registered trademark of LINK-GIS. All other trademarks are the property of their respective owners.

bioRxiv preprint doi: <https://doi.org/10.1101/273478>; this version posted April 10, 2018. The copyright holder for this preprint (which was not certified by peer review) is the author/funder, who has granted bioRxiv a license to display the preprint in perpetuity. It is made available under aCC-BY-NC-ND 4.0 International license.

Remaining Streets



- AMSTERDAM
- AUDUBON RD.
- EMERSON RD.
- CLEVELAND AVE.
- MONTAGUE ROAD (PARK HILLS LANE ONLY)
- JACKSON ROAD (UPPER)
- BRECKINRIDGE RD
- PARK DRIVE
- HAMILTON ROAD (FROM ARLINGTON TO DEAD END)
- LAWTON ROAD (FROM HILLCREST TO AMSTERDAM)
- LOCUST STREET
- MOUNT ALLEN LN.
- AUDUBON LANE

Remaining Streets – Rough Cost Estimate

| STREET NAME | Street Length Remaining | Mill & Overlay \$50/ft | Deep Fix \$400/ft | Deep Fix \$500/ft | Deep Fix \$600/ft |
|--|-------------------------|------------------------|-------------------|-------------------|-------------------|
| AMSTERDAM (COUNTY ROAD) | 4980 | \$ 249,000 | \$1,992,000 | \$2,490,000 | \$ 2,988,000 |
| AUDUBON RD. | 2250 | \$ 112,500 | \$ 900,000 | \$1,125,000 | \$ 1,350,000 |
| EMERSON RD. | 1610 | \$ 80,500 | \$ 644,000 | \$ 805,000 | \$ 966,000 |
| CLEVELAND AVE. | 1600 | \$ 80,000 | \$ 640,000 | \$ 800,000 | \$ 960,000 |
| MONTAGUE ROAD (SHARED WITH COVINGTON) | 1350 | \$ 67,500 | \$ 540,000 | \$ 675,000 | \$ 810,000 |
| JACKSON ROAD (UPPER) | 1267 | \$ 63,350 | \$ 506,800 | \$ 633,500 | \$ 760,200 |
| BRECKINRIDGE RD | 1208 | \$ 60,400 | \$ 483,200 | \$ 604,000 | \$ 724,800 |
| PARK DRIVE | 1200 | \$ 60,000 | \$ 480,000 | \$ 600,000 | \$ 720,000 |
| HAMILTON ROAD (FROM ARLINGTON TO DEAD END) | 775 | \$ 38,750 | \$ 310,000 | \$ 387,500 | \$ 465,000 |
| LAWTON ROAD (FROM HILLCREST TO AMSTERDAM) | 770 | \$ 38,500 | \$ 308,000 | \$ 385,000 | \$ 462,000 |
| LOCUST STREET | 472 | \$ 23,600 | \$ 188,800 | \$ 236,000 | \$ 283,200 |
| MOUNT ALLEN LN. | 200 | \$ 10,000 | \$ 80,000 | \$ 100,000 | \$ 120,000 |
| AUDUBON LANE | 160 | \$ 8,000 | \$ 64,000 | \$ 80,000 | \$ 96,000 |
| | 17842 | | \$7,136,800 | \$8,921,000 | \$10,705,200 |
| | (3.4 miles) | | | | |

Funding Sources

- General Fund
- Vehicle Sticker Fund
- General Fund Reserve
- Restricted Funds
 - Municipal Road Aid (MRA)
 - Road Tax
- \$2.5M Street Loan
- Grants

General Fund

- Revenue from taxes and fees – \$1.6M budgeted for FY 2017-18
- Mainly allocated to various departments (Administration, Police, Fire)
- Not a primary funding source for infrastructure projects

General Fund

- 209 – Public Works Department (\$102,000 budgeted)
 - Administration
 - Public Works Director salary & benefits
 - Vehicles and equipment
 - Materials
 - Smaller projects
 - Park Avenue mill and overlay, sidewalk extension
- 609 – Utilities
 - Street Lighting (\$11,000)
 - Traffic Lights (\$700)
- 809 – Capital Improvements
 - Sign Replacement (\$2,500)

Vehicle Sticker Fund

- Revenue from vehicle sticker fees (\$15/vehicle)
- Budgeted \$25,000 revenue for FY 2017-18
- Balance as of 9/30: \$83,000
- Budgeted expenses for FY 2017-18
 - Sidewalk – \$72,000
 - Lighting – \$10,000
- Not restricted to infrastructure projects

General Fund Reserve

- Short-term buffer to help pay large bills due before taxes are collected in September
- Should be replenished after taxes are collected
- Balance as of 9/30: \$484,000
- Council vote required to transfer funds from Reserve
- Example: August 10, 2015: Borrowed \$110,630.06 from Reserve Fund to help pay invoices totaling \$171,744.41

Municipal Road Aid (MRA)

- State of Kentucky allocates a portion of its gasoline tax revenue to cities based on their population
- Received in monthly installments
- Budgeted \$58,000 revenue for FY 2017-18
- Balance as of 9/30: \$261,000
- Acceptable uses, from Kentucky League of Cities:
 - Cities spend streets and roads money on construction and reconstruction (such as filling potholes) as well as on snow removal and treatment, street cleaning, line painting, sidewalks, street lights, etc.
- Cities must conduct an annual public hearing on the proposed usage of the Municipal Road Aid Fund

Road Tax

- City Council establishes by ordinance, must pass referendum
- Acceptable uses defined in Ordinance No. 12, 1995
 - “Maintenance, repair, overlay, and replacement of public streets and roads”
 - Sidewalk can be added if it is part of a road construction project (N. Arlington)
 - Can not be used for stand-alone sidewalk projects (Old State Road)
- Currently \$1.55 per \$1,000 of assessed property value
 - Compared to \$2.09 per \$1,000 for general property tax – same rate since 2008
- Budgeted \$300,000 in revenue for FY 2017-18
- Balance as of 9/30: \$244,000

Road Tax

- 1993 – Park Hills Street Committee (Jay Bayer, Charles Meyers, Dennis Finke)
 - Produced 30-page report assessing street pavement conditions and traffic volume as well as opportunities to modernize sewer system
 - Tabulated various suggested tax rates based on length of replacement cycle
- 1995 – Road Tax established
 - \$2.35 per \$1,000 of assessed property devoted solely to street improvements
 - Beginning of Street Program, a plan to “Deep Fix” all the streets in Park Hills

Road Tax

- 2008 – Road Tax temporarily reduced
 - Plan to split tax into two components for five-year period
 - \$1.55 per \$1,000 for street improvements (66%)
 - \$0.80 per \$1,000 for firetruck acquisition and community development (34%)
 - Scheduled to revert to original \$2.35 per \$1,000 solely for street improvements in 2014

Road Tax

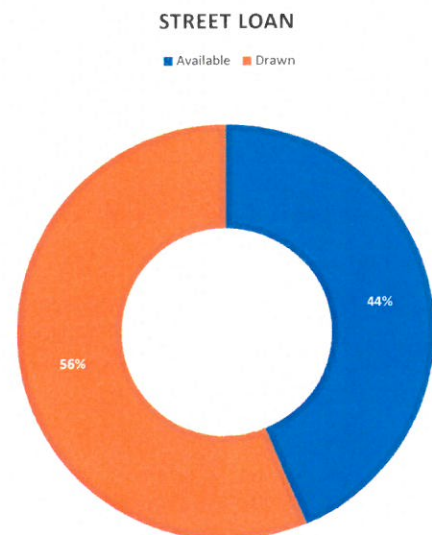
- 2012 – Road Tax permanently reduced
 - Repealed \$0.80 per \$1,000 for firetruck/community development
 - Permanently established \$1.55 per \$1,000 for street improvements
 - City Engineer studied impact on Street Program
 - As of 2012, 48% of streets had been reconstructed
 - Reducing road tax 34% would stretch completion time from 20 years (2032) to 30 years (2042)

\$2.5M Street Loan

- Initiated October 2015 to help complete larger projects in one phase
- 3.20% interest rate for first 10 years
- 2.50% + 5-Year Treasury Rate (would be about 4.5% today)
- Open end draw period up to 15 years
- Interest charged only on what is drawn
- \$50,000 principal payments due every quarter (First day of January, April, July, October) plus interest
- Paid in full April 2028 assuming full \$2.5M is drawn

\$2.5M Street Loan – Balances

- \$1,406,000 has been drawn (56%)
 - Alhambra / Coram / Harriet
 - Altavia
 - Aberdeen
- \$1,094,000 is available to draw (44%)



\$2.5M Street Loan – Forecasted Payments

| Date | Road Tax Fund + | MRA Fund - | Loan Payment = | Remaining |
|----------|-----------------|------------|----------------|------------|
| 7/1/2018 | \$ 300,000 | \$ 58,000 | \$ 237,903 | \$ 120,097 |
| 7/1/2019 | \$ 300,000 | \$ 58,000 | \$ 257,813 | \$ 100,187 |
| 7/1/2020 | \$ 300,000 | \$ 58,000 | \$ 253,600 | \$ 104,400 |
| 7/1/2021 | \$ 300,000 | \$ 58,000 | \$ 247,200 | \$ 110,800 |
| 7/1/2022 | \$ 300,000 | \$ 58,000 | \$ 240,800 | \$ 117,200 |
| 7/1/2023 | \$ 300,000 | \$ 58,000 | \$ 234,400 | \$ 123,600 |
| 7/1/2024 | \$ 300,000 | \$ 58,000 | \$ 228,000 | \$ 130,000 |
| 7/1/2025 | \$ 300,000 | \$ 58,000 | \$ 221,600 | \$ 136,400 |
| 7/1/2026 | \$ 300,000 | \$ 58,000 | \$ 219,385 | \$ 138,615 |
| 7/1/2027 | \$ 300,000 | \$ 58,000 | \$ 212,210 | \$ 145,790 |
| 4/1/2028 | \$ 300,000 | \$ 58,000 | \$ 153,330 | \$ 204,670 |

\$2.5M Street Loan

- Road Tax and Municipal Road Aid Revenue = \$358,000/year
- Available funds after loan payments
 - Next five years (2018-2022): \$111,000/year average
 - Subsequent five years (2023-2027): \$135,000/year average
- Total interest paid over life of loan: \$387,000

Outlook

- Current/Proposed Projects

- Underway

- Audubon Storm Sewer Repair: \$185,000

- Design Complete

- North Arlington Road: \$696,000
 - Lower Jackson Road: \$800,000

- Preliminary

- St. Joseph Lane Sidewalk: \$50-60,000 if awarded Transportation Alternatives Program (TAP) Grant

Outlook

- North Arlington Road – \$696,000
 - Last street between Amsterdam and Dixie (besides Hamilton) that has not been rebuilt
 - Primary connector street to Dixie Highway
 - New sidewalk will greatly improve pedestrian safety and comfort
- Lower Jackson Road – \$800,000
 - Geotechnically challenging storm sewer upgrade necessary to serve Lower and eventually Upper Jackson Road
 - SD1 has awarded Park Hills a 50/50 grant reducing sewer cost from \$425,200 to \$212,600
 - Must accept grant by December 3

Outlook

- Loan utilization
 - N. Arlington and Lower Jackson projects would be the last ones to utilize the \$2.5M Street Loan
- Loan repayment
 - Loan will be repaid over the next 10.5 years until April 2028
 - 1-3 “deep fix” road construction projects in that time
 - Mill and overlay streets as required as short-term solution

Recommendations

- Finish what we started!
 - Complete the modernization of our wastewater infrastructure (“Deep Fixes”)
 - Council vote at 11/13 Business Meeting on whether to accept SD1 grant for Jackson
- Determine “deep fix” priorities after N. Arlington and Lower Jackson
 - Short/medium through streets: Lawton, Cleveland, Park
 - Await Audubon Forest completion: Audubon
 - Await Gateway development: Hamilton, Amsterdam
 - Special cases: Montague (shared with Covington), Amsterdam (county road)
- Pavement condition assessment
 - Establish an ongoing mill and overlay schedule
- Involve Infrastructure Committee in financial planning
- Present more-detailed loan and restricted fund information to Council