

CITY OF CRESTVIEW HILLS, KENTUCKY
CITY COUNCIL MEETING MINUTES
THURSDAY AUGUST 8th, 2019
7:30 PM

I. CALL TO ORDER – Mayor Paul W. Meier called the meeting to order with the Pledge of Allegiance and silent prayer.

II. ROLL CALL – The roll was called, and a quorum was established.

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| (1) Mrs. Gronotte – present | (4) Mr. Sommerkamp - present |
| (2) Mr. Kramer – present | (5) Mr. Roesel - present |
| (3) Mr. Dorsey – present | (6) Ms. Luebbe - present |

III. APPROVAL OF AGENDA – Mr. Kramer made a motion to approve the agenda; Mr. Dorsey seconded. Motion carried with all ayes and no opposing votes.

IV. APPROVAL OF THE MINUTES – Council was requested to approve the minutes of the regular Council meeting of Thursday, July 11th, 2019. Mr. Roesel made a motion to approve; Mr. Sommerkamp seconded. Motion carried with all ayes and no opposing votes.

V. CITIZENS & GUESTS

1. Ms. Erin Peabody, Partnership Specialist for the US Census Bureau, presented a general overview of the upcoming 2020 US Census. She stated she is the representative for nine Northern Kentucky counties with her main responsibility being to prepare, educate and motivate citizens to participate in the census. She noted the census is the federal government’s largest peacetime effort outside of war, its only constitutionally mandated activity and it is the foundation of the U.S.’s representative-style government. Ms. Peabody stated the counts are also tied to \$675 billion in federal funding and approximately 200 federal programs. In mid-March of 2020, the first letters will be sent to citizens and each household should receive four mailings total. She noted a citizen can respond to the census via phone, mail, or online, for the first-time. Mayor Meier inquired about the short form versus the long form and if personal information would be requested. Ms. Peabody stated the long form he referenced is the American Community Survey, which is sent to one in six households every five to six years to get information about a sampling of the U.S. population. She clarified the decennial census is the short form, which only has ten questions. She stated according to Title 13 it is illegal for the federal government, and any other corresponding parties with the census, to share personal information.

Mr. Roesel inquired how college students are contacted and counted for the census. Ms. Peabody stated she is currently in communication with educational leadership on methods to reach the students. College students are included as a part of group quarters and the census counts are completed in person on campus. Mr. Roesel then asked if students live nine months on campus and three months in their home state, in which city are they counted. Ms. Peabody clarified college students are counted as a part of the population of the city where their college is located. Mr. Sommerkamp inquired if a question about citizenship will be included on the census. Ms. Peabody stated a question on citizenship will not be included and stated the US Census Bureau is

apolitical. Ms. Luebbe inquired if the Bureau rounded up or down for State Representative reapportionment. Ms. Peabody stated she does not currently know and will research the answer.

VI. MAYOR'S REPORT – Mayor Meier reported the Kenton County Mayors Group would meet on Saturday, August 17th at the Elsmere Senior Center at 9:00 AM. The NKY Chamber of Commerce Annual Dinner is Thursday, September 5th at the NKY Convention Center starting at 5:00 PM, and Councilmembers should let Staff know if you would like to attend. The KLC Conference will be in Northern Kentucky starting on September 24th; several staff and elected officials will be attending. He stated the Kentucky Transportation Cabinet (KYTC) has launched a scoping study of the I-75/I-275 interchange and nearby vicinities, including the I-275 exits in Crestview Hills. A survey can be found at www.75275interchange.org. He noted it takes approximately five minutes to complete the survey. Finally, Dr. Joseph Chillo's, the President of Thomas More University, inauguration will be Wednesday, September 25th at 3:00 PM. Mayor Meier noted you can visit TMU's website, www.thomasmore.edu, for details about this week of celebration. Ms. Luebbe stated Elsmere Senior Center is temporarily closed for repairs due to recent flooding.

VII. CITY ADMINISTRATOR'S REPORT – Mr. Williams deferred to his written report.

VIII. OLD BUSINESS

1. **Ordinance 2019-07-01** – Second reading of an Ordinance of the City of Crestview Hills City Council approving an ordinance clarifying that abutting property owners to City right of way are responsible for the general mowing and maintenance of these areas and setting forth penalties for noncompliance. Mayor Meier stated the Ordinance clarifies that maintaining the grass between the sidewalk and curb is the property owner's responsibility. Mr. Sommerkamp made a motion to approve; Mr. Dorsey seconded. Motion carried with five ayes and one opposing vote.

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| (1) Mrs. Gronotte – aye | (4) Mr. Sommerkamp - aye |
| (2) Mr. Kramer – nay | (5) Mr. Roesel - aye |
| (3) Mr. Dorsey – aye | (6) Ms. Luebbe - aye |

IX. NEW BUSINESS

1. **Ordinance 2019-08-01** – First reading of an ordinance of the City of Crestview Hills City Council adopting the Real Property Tax Rate for the City of Crestview Hills for tax year 2019 at .168 per one hundred dollars of assessed valuation. Mayor Meier stated there is a proposed 2% increase over the compensating tax rate due in part to the significant increase in cost for public safety services. The property tax rate increased from .165 to .168, which results in a \$3.00 increase in property taxes paid per \$100,000 of assessed valuation. Mr. Roesel stated the Finance Committee discussed and recommended the rate change to Council. He noted the City may have to use reserves from its fund balance to cover a few expenses in this fiscal year. Mr. Roesel clarified the difference between utilizing a 2% increase versus a 4% increase was a change of \$17,000 within the City's budget. Mayor Meier stated second reading would be at the next regularly scheduled Council meeting.

2. **Ordinance 2019-08-02** – First reading of an ordinance of the City of Crestview Hills City Council approving revisions to the City's Occupational License Fee ordinance to strengthen enforcement mechanisms for delinquent accounts. Mayor Meier stated the Finance Committee asked for first reading of the Ordinance to be postponed until the next Council meeting. Mr. Dorsey made a motion to postpone first reading of the Ordinance; Mr. Roesel seconded. Motion

carried with all ayes and no opposing votes. Mr. Roesel stated the Finance Committee's meeting to continue discussing the Ordinance is confirmed for August 27th.

3. **Ordinance 2019-08-03** – First reading of an ordinance of the City of Crestview Hills approving revisions to the City's Zoning Code, providing definitions for substance abuse treatment clinics and establishing permitted use zones. Mr. Williams stated the text amendment was sent to the Kenton County Planning Commission for approval in December of 2018. The KCPC met in January and had no recommendation on the text amendment as KCPC members were divided on the proposed new text. Mr. Williams clarified the text amendment adds a definition to the zoning code for substance abuse treatment clinics, defines inpatient and outpatient clinics, as well as establishes the allowable zones for the clinics. Ms. Stewart stated that some clinics are utilized for treatment and others are used for counseling purposes. Mayor Meier added that the inpatient substance abuse treatment clinics are allowed only by conditional use approved by the City's Board of Adjustment. Mr. Kramer inquired the bounds of the low-rise PO-1 zone in the Office Park. Mr. Williams stated the PO-1 zone is bound approximately by I-275, Turkeyfoot Road, Thomas More Parkway to 320 Thomas More Parkway. Mr. Sommerkamp inquired if the clinics would be government or non-profit facilities. Ms. Stewart stated the clinics are majority privately-owned.

4. **Resolution 2019-08-01** – A Resolution of the City of Crestview Hills City Council authorizing the Mayor to submit a text amendment to the Kenton County Planning Commission amending sections of the City's Zoning Code related to institutional (INST) sign regulations. Mr. Kramer recused himself from the meeting at 8:04 PM due to his office representing Thomas More University (TMU). Mr. Williams stated TMU previously asked the City to revise its sign regulations prompted by the University's prior signage issue. The Economic Development Committee worked diligently to update the sign regulations, then TMU requested to postpone the process in order to develop a Master Signage Plan for their campus. Then last Spring TMU requested additional changes to the earlier compromise. The City subsequently created a subcommittee, consisting of Councilmember Roesel, Mr. Jim Gates, and Ms. Margo Baumgardner, to discuss the new requests. Mr. Williams noted of the additional requests the size of a wall sign in an INST zone visible from the public right of way remained at sixty square feet (60 sq. ft.) total, whereas internal signs did not have a maximum square footage except internal wall signs at one hundred square feet (100 sq. ft). He stated all existing signs would be deemed non-conforming, and any new or modified signs would have to conform to the updated regulations. He also stated banners within the public right of way in an INST zone were allowed to be erected a maximum six times per year, an increase from the existing code (four times per year), however the maximum allowable time remained fourteen consecutive days. The subcommittee recommended the updated regulations. The Economic Development Committee met on July 22nd to review the regulations and recommended the updated regulations for approval to Council. Mr. Williams stated Thomas More University officials agreed to the regulations, and TMU noted the regulations were a good compromise. Mayor Meier clarified the Resolution only sends the text amendment to KCPC to request approval, and at this time does not amend the zoning code. Mr. Roesel made a motion to approve; Mr. Dorsey seconded. Motion carried with all ayes and no opposing votes. Mr. Kramer returned to the meeting at 8:11 PM.

X. COMMITTEE REPORTS

- A. Public Works – Ms. Luebbe reported the Parkway Drive street resurfacing project will begin in August and there were several punch list items related to the Northern Kentucky Water District

(NKWD) water main replacement and paving project on Warwick, Druid, and a portion of Rossmoyne remaining to be completed. The bids for the exterior City Building EIFS repair were rejected and will be re-bid later in the fall. The majority of the reconstruction of Claiborne Court and Darby Dan Court has been completed and JPS is concentrating on the lower half of Lookout Farm Drive. She stated the expected project completion will be towards the end of August or first week in September. Finally, the contract with Gresham Smith for the Turkeyfoot Road design has not been signed by the Kentucky Transportation Cabinet (KYTC), and it would possibly be September until the project is initiated.

- B. Finance – Mr. Roesel reported the bank reconciliations were reviewed and everything was in good order. He also stated the City received the Certificate of Achievement in Financial Reporting (CAFR) for the 2017-2018 fiscal year. Mr. Williams stated the City may be the smallest public entity in Kentucky to receive the award.
- C. Police Authority – Mr. Kramer reported the Police Authority taught an Active Threat class to St. Elizabeth Physicians in late June. He noted the Police Authority provides it as a service to our local businesses. The Student Police Academy at Thomas More University will start in October, and the Life-Saving awards will be presented to the officers in two weeks at the Board’s August meeting.
- D. Safety Committee – Mr. Dorsey stated a meeting would be scheduled soon, and it would be held at the Ft. Mitchell Fire Department.
- E. Fire/EMS – Chief Fuller reported Ft. Mitchell Fire/EMS had twenty-eight runs in July with six runs in Zone A and “Heroes Night” is October 1st at the Children’s Home from 4:00 PM until 9:00 PM. He added if \$1,500 is raised for the Department, he has agreed to be “tased”.
- F. Development & Zoning – Mr. Williams reported CityBird Tenders will be locating to the Town Center, and it will be opening in a few months after renovations are complete. It will be going into the former Five Guys location.
- G. CHEER & Recycling – Mrs. Gronotte inquired if the issue with garbage trucks collecting too early in the morning within the College Park subdivision had been rectified. Mayor Meier stated Staff contacted Rumpke, and no additional complaints have been received. He noted Rumpke had recently changed the City’s representative causing delays in communication. Mayor Meier then expressed his appreciation to drivers’ diligence in collecting trash of properties located within the construction zone in Lookout Farm.
- H. Recreation – Ms. Luebbe reported the final concert in the Summer Concert Series is tomorrow night featuring Rumours with the opening act Doghouse. Mr. Williams stated Staff predicts the concert will host our largest crowd yet. He noted Rumours is a Fleetwood Mac tribute band and reminded residents that chairs can be placed in the parking lot after noon on Friday and pets are not allowed. Ms. Luebbe added Doghouse performs starting at 7:30 PM and Rumours takes the stage from 9:00 PM until 11:00 PM.
- I. Personnel & Public Relations – Nothing to report.
- J. Telecommunications Board – Mayor Meier reported the FCC had its final ruling on cable franchise issues.

K. Communications – Mayor Meier reported the City has requested bids to replace our current City sign with an electronic sign board.

XI. ADJOURNMENT – Mr. Kramer made a motion to adjourn; Mrs. Gronotte seconded. Motion carried with all ayes, and no opposing votes. Meeting adjourned at 8:25 PM.

APPROVED:

Paul W. Meier, Mayor

ATTEST:

Jaime Mahoney, City Clerk