

**COMMISSIONERS' ORDER NO. ORD-xxx-2025**

AN ORDER CREATING THE "COVINGTON HOUSING DEVELOPMENT COMMITTEE" AND DIRECTING THE CITY OF COVINGTON'S AUTHORIZED STAFF TO ASSIST THE COMMITTEE IN ACCOMPLISHING ITS DUTIES AND RESPONSIBILITIES.

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WHEREAS, the City seeks to enlarge Covington's portfolio of affordable income aligned housing while protecting the unique character of historic neighborhoods; and

WHEREAS, the revitalization of vacant lots and abandoned homes will result in a reduction of maintenance requests; and

WHEREAS, the Northern Kentucky Area Development District's housing study suggests the City of Covington itself needs an additional 891 units of housing by 2028 due to its current growth; and

WHEREAS, it is prudent to establish a "Covington Housing Development Committee" composed of City officials to guide the City of Covington in implementing housing development strategies; and

WHEREAS, the Covington Housing Development Committee shall have no legislative or executive authority and will only make recommendations to the City of Covington Board of Commissioners.

NOW, THEREFORE,

BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF COVINGTON, KENTON COUNTY, KENTUCKY AS FOLLOWS:

Section 1

1. The City of Covington hereby establishes the Covington Housing Development Committee ("Committee").

2. The Committee shall consist of five voting (5) members, including the Mayor of Covington.

3. The Mayor of Covington shall be the Chairperson and provide leadership and direction to the Committee.

4. The voting Committee members shall be selected by the Mayor and confirmed by the City Board of Commissioners.

5. To provide essential guidance and administrative assistance, the following City staff members shall serve on the Committee ex-officio in a non-voting support role:

- a. City Solicitor – to provide legal guidance and assist in drafting necessary documents.
- b. City Manager – to offer insights on the current housing strategy and direct further assistance from City staff.
- c. Neighborhood Services Director – to assist with documentation, handle research, and historical context.
- d. Director of External Affairs - to offer insights on the current housing strategy of neighboring cities and assist with research.

6. The Committee's duties and responsibilities include, but are not limited to, the following:

- a. Conduct a comprehensive inventory of available lots, including geometric and topographic evaluations for infrastructure assessments.
- b. Identify development opportunities and challenges for each available parcel of vacant or abandoned property.
- c. Create an assessment detailing the location of vacant lots and their current owners for potential redevelopment opportunities.
- d. Review zoning classifications and submit recommendations to the Covington Board of Commissioners regarding potential regulatory hurdles.
- e. Submit recommendations regarding optimal groupings of lots and development approaches that respect Covington's existing neighborhoods.
- f. Submit a recommendation to the Covington Board of Commissioners regarding whether the City of Covington should create a personnel position to oversee implementation of housing development strategies.
- g. Engage with Covington residents, businesses, and community stakeholders to review and incorporate their perspectives.

- h. Prepare and submit to the Covington Board of Commissioners an Initial Progress Report within twelve (12) months of this Order taking effect.
- i. Within twenty-four (24) months of this Order taking effect, prepare and submit a comprehensive Final Report to the City Board of Commissioners detailing all recommendations and the best processes for implementing those recommendations.

7. City staff are directed to assist the Committee in performing its duties and responsibilities by providing information and/or materials requested by the City Manager, City Solicitor, Director of Neighborhood Services, and Director of External Affairs for that purpose.

8. The Committee shall meet regularly, but no less than once per quarter.

9. The Committee shall seek the advice of industry and non-profit leaders regarding housing development strategies through the institution of a non-voting taskforce.

10. This Order shall be in effect from May 19, 2025, until May 1, 2028.

11. Should any portion of this Order be found invalid for any reason, such holding shall not be construed as affecting the validity of the remaining portions of this Order.

## Section 2

That this Order shall take effect and be in full force upon its passage, approval, and publication as required by law.

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MAYOR

ATTEST:

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CITY CLERK

Passed: \_\_\_\_\_