

CITY OF HIGHLAND HEIGHTS, KENTUCKY

ORDINANCE NO. 04-2023

**AN ORDINANCE AMENDING THE CITY OF HIGHLAND HEIGHTS CODE OF
ORDINANCES CHAPTER 30: ORGANIZATION OF CITY**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
HIGHLAND HEIGHTS, KENTUCKY AS FOLLOWS:

Section I

City of Highland Heights Ordinances Chapter 30 is amended to as follows:

Section 30.39: CITY ENGINEER/ZONING ADMINISTRATOR

A. CITY ENGINEER

- (1) Establishment. The City hereby establishes the position or the City Engineer.
- (2) Appointment and qualifications. The City Engineer shall be employed on a contractual basis. The Mayor, with approval of the City Engineer's initial contract by City Council, shall appoint a City Engineer who shall be the general engineering officer and construction overseer of the city. Any subsequent contract that changes the rate of compensation is subject to disapproval by City Council. He or she shall be an engineer licensed to practice in the Commonwealth of Kentucky. He or she shall be chosen solely on the basis of his or her engineering qualifications, with special emphasis on actual experience in or knowledge of construction, operation, and maintenance of public ways and facilities. The City Engineer may be removed by the Mayor at will, except as otherwise provided by statute or ordinance. A company or firm may also be contracted with to perform the duties of the City Engineer.
- (3) Duties and powers. The City Engineer shall have and exercise all powers and duties assigned to him or her by statute, this chapter, and such other municipal responsibilities delegated from time to time. He or she shall advise the City Council and all other city officers and employees in all engineering matters pertaining to their municipal duties or affecting the interests of the city.
- (4) Oath and bond. No person shall be appointed or act as the City Engineer unless such person has taken the oath required by Section 228 of the Constitution of the Commonwealth of Kentucky, specifying the position of City Engineer, and has provided a bond, if required, in the amount as established by Council, with corporate surety authorized to transact business in Kentucky and conditioned upon the performance of the duties specified herein
- (5) Compensation. The compensation shall be in an amount to be established by contract and as budgeted the City Council.

B. ZONING ADMINISTRATOR

(1). The duties of the Zoning Administrator shall be performed by Campbell County Planning and Zoning pursuant to the Planning, Zoning, and Building Services Agreement.

(2) The City Engineer/Zoning Administrator shall enforce the subdivision regulations; act as liaison between developers and City Council and Planning Commission; analyze development plans and issue a written report of recommendations to the Planning Commission and Council; attend Council and Planning Commission meetings as a consultant; prepare, or aid in the preparation of, federal or state grant applications; enforce the zoning ordinances and approve or disapprove zoning permits; and record real estate transfers in ledgers and cross-reference files and maintain tax cards.

Section II

The provisions of this Ordinance are hereby declared to be severable, and if any section, phrase or provision, shall for any reason be declared unconstitutional or invalid, such declaration of invalidity shall not affect the validity of the remainder of this Ordinance.

Section III

All prior resolutions, orders or ordinances or parts of any resolution, order or ordinance in conflict herewith are hereby repealed.

Section IV

That this Ordinance shall be signed by the Mayor, attested by the City Clerk/Treasurer and recorded. Same shall be in effect at the earliest time provided by law.

First reading this 7th day of March, 2023.

Second reading this 21st day of March, 2023.


MAYOR GREGORY V. MEYERS

ATTEST:


JEANNE PETTIT
CITY CLERK/TREASURER
Ord 04-2023