Captioning Transcript of Public Works Committee Meeting – August 30, 2022

"Chair George"
Good afternoon, and welcome to the public works committee. This meeting is being held pursuant to KRA, 61 dot 806 and in accordance with Council Rule 5A.
I'm Nicole George Committee Chair and I'm joined today by Committee Member Dorsey Committee Member Flood
we also have Council Members, Rick Blackwell and Council Member Purvis
Councilmen Benson and Council Member Piagentini have excused absences.
We have 2 pieces of legislation today items number 2, and 3 are being held at the request of their sponsors and I'm going to take the remaining 2 items out of order.
So, to start, we have item number 4, our Dash, 122 Dash, 22 a resolution authorizing the mayor to accept 170,119 dollars of funding from the commonwealth of Kentucky, transportation cabinet, Department of rule and municipal aid for the resurfacing of person.
department of rule and municipal aid for the resurfacing of person
Dawson Hill road and top Hill road to be administered by the Department of public works and assets. May I have a motion.
So, I can.
Motion by Councilman Hollander seconded by, Council Member Flood. The resolution is properly before us. I believe we have Jeff brown here to speak to the resolution.

"Chair George"
Is Jeff in chambers?

"Jeff Brown"
I am Madam chair. This is Jeff Brown assistant director of metro public works and assets.
And now I'll just begin, this is our annual allotment of rules, secondary flex funds from the state.
That we use for paving on some of our rule secondary roadways.

"Chair George"
Excellent, and what can the community expect with the resurfacing of Dawson hill?

"Jeff Brown"
This is our standard milling and paving, so just like every other road we maintain in Louisville, Metro, it's just these funds help supplement our annual paving budget.

"Chair George"
Okay, um, we are using the Group me app. I don't see anyone in the queue. Does anyone in chambers have a have a question.
Okay, well, Jeff, thank you for being here to speak to this. I know district 20 certainly supports this. This work.

This resolution allows for a voice vote all those in favor. Please say, aye aye aye.
Any opposed the resolution passes and will go to the consent calendar of the September 8th meeting.

"Chair George"
Next we have item number 1.
Oh, Dash, 102 Dash, 22 and ordinance amending the Louisville, Jefferson County, Metro government code of ordinances, chapter 119 regarding the registration of rental housing to include,
and assign a director of legal metro code and regs or designee further administration and enforcement duties regarding the registry of rental housing units
I need a motion to untable. Please motion Dorsey.
Seconded Flood
motion to untable please motion Dorsey
Right. The ordinances is properly before us, uh, for those.
In the viewing public, you will remember that the goal of this ordinance is really to move us toward a more transparent and accountable system that seeks to inhale enhance housing safety and quality for for all neighbors.
Um, today, I believe we have director Codes and Regulations and I'm assuming Ben Anderson. I can't see here today to speak to 2 pieces that we've had questions about any areas of focus.
The 1st, is about.
How do you how do you get registered? What is that process? I know George encouraged offer was willing to give a tutorial for that to step that out some and then the 2nd piece is for us to really better understand the cost of implementation.
These are 2 questions that have come up as part of our process to to dig into this work. And so at this point, I will turn it over to.
whoever's here on behalf of codes and regs

"Robert Kirchdorfer"
Madam chair, Robert Kirchdorfer for director of codes and regulations.
We put together a presentation, uh, we're trying to get it up.
And running, you could just give us just a quick.
if everything's working
while we're getting the presentation at council member Purvis, do you want to announce our plans for public meeting?
Maybe give the date the time and the locations since you've done some heavy lifting on that.

"Council Member Purvis"
Yes, ma'am. The public meeting will be held next Tuesday September 6 at 60 P. M. at the Shawnee golf.
Cost clubhouse, which is located on Northwestern Parkway.

"Chair George"
Excellent. So thank you for doing the lifting to to get us a great location. Um, can we look forward to seeing anyone in the public that

wants to come out and speak to their both hopes for the ordinance as well
as concerns.

"Robert Kirchdorfer"
Madam chair, we were gonna take it a little way, but ben's going to give
the tutorial.
I will give the presentation on the on the cost.

"Ben Anderson"
Thank you hello this is Ben Anderson assistant director with codes and
regulations.
Sorry, I was just going to walk through the process under the current
ordinance to register a rental property.
With the city, and I'm going to start at the.
Basic way of how to get to the site. So I always just Google.
We'll rental registry.
Um, so usually the 1st, result for me is.
The links into our city web government website.
Rental registry, so I go with global rental registry.
Got my search terms on our this landing page, run a registry brief
information about.
Who must register and then there's a PDF linked that.
Is step by step instructions on how to register.
Um, so if you're in doubt.
You can go here and written instructions with every screen that you will
see.
So then below that link, there's a set up an account and registered a
rental property.
So, I'm going to go through the entire account set up process and
register a property.
For this demo, so opened up our business portal scroll down here. You
have your username and password.
And new users register for an account. So can I agree to the terms.
So my username, it's going to be a.
Metro council test when they use my city, I. E mail address.
Okay.

"Chair George"
Then while you're while you're typing, maybe just remind folks what your,
what types of questions are being asked what information

"Ben Anderson"
So, I entered a username and this can be whatever you would like it to
be. Um.
But this is the username that you'll log in with an email address. This
is required information.
For the registry, and to create an account password that should.
Be something secure that you'll remember and then you'll.
Enter your own security question and your own security answer. So, this
is something that you would know that other people wouldn't know.
But that you will remember, and it won't change, because this will be
required to.
Reset your password in the future if you were to forget it.

So, I've done that basic login information to the next step as I have to create a contact.

So that's contact information. I'm going to click add new here.

It's going to bring up the contact screen, so my contact type.

I'm going to register as an individual, because I'm not a company.

Um, gonna enter my 1st name and where do you see the asterisk is a required field.

No unblock turn them walk on. There. You go.

Need to enter my email address again on.

The contact information and also.

I entered my phone number because that will be required for a registration.

Or the ordinance.

All right, I can add other phone numbers here if I would like.

I can add a business name if while I'm a source of excuse me sole proprietor if I kind of have a business name I go by, I could add that there.

And then next step is I need to add a contact address.

So, I'm going to click add additional contact address scroll down here. It's like mailing and then.

Enter my address information, so use my work address.

A small state Kentucky

40,202 so entered my.

Address street address city state zip.

Save and close so now I have my name, so my contact information and my contact address, I'm going to hit continue.

So, now I've added my contacts, so I have my login information.

3 type my password to make sure I remember it.

All right so continue registration.

And so this is a step that you will only have to do 1 time.

I've created my account.

So, every other time I need to register a.

Property, I won't have to take this step. I'll just log in.

So, I'm going to go ahead and log in.

So my username and password so now I have logged in to.

Registry and to actually register the property, I'm going to go to licenses.

Apply for a license I have written accepted and continue.

So the rental registries under rental registration, and we have a short term and a long term registration.

The ordinance we're talking about today in the program administered by codes and regulations is the long term rental registration.

That's for properties that are gonna be rented over 30 days at a time.

So these are your apartments for people that live and work in the global.

Not for the short term rental applications, which are usually for.

Uh, visitors guests to the community.

So long term continue. All right so, on this screen is where I tell you where the rental property is, I'm going to for the demo register.

The 404, South history, government building.

So, I'm just wondering street number 404.

Street name 5th in this system. A lot of times less information is more so I would encourage you to only enter the street number and street name.

And search and if that.

Returns too many results, then you can add additional.

Terms to your search, but frequently the street number street name will only give you 1 result.
And in this case, it did only give me 1 result. So it automatically populated the parcel number and the.
Property owner of that property. This is the PVA property owner.
Um, important things to know about the street names and.
Um, is the street type is not part of the street name so, like 5th street.
The street the is not part of the street name. That's a separate field. So.
When you're typing it in again, kind of less is more a lot of time. So.
For law the number of streets, like 5th street 650.
93, they're all 9th.
They're not spelled out, um, so I'm going to continue application.
And this is where I add my contact contacts are required, and the rental registration requires an owner.
Be added and that owner must have a telephone number and an email address added.
As well, as a physical address that they can be contacted that.
So, I'm going to select from account because I added my contact information when I was creating the account.
So the associated contact is me.
I'm going to select it continue contact type. I'm going to add myself as and these are all the options.
I'm going to add myself as the property manager, so that means I'm going to have to add an owner as well. I'm going to select the address that I want to add.
So that's the 445th street.
So, now I've added a property manager.
Okay, so I have registered it as a home. It requires a physical so I'm going to add
Physical address and save and close 2 zip code.
All right, and so the reason it made me do that is because I had selected.
Hadn't selected is a physical address when I created my account.
And the ordinance requires that it be a physical address. The ordinance doesn't want a mailing address is the address. It wants somewhere where you actually are. So.
It doesn't want you using boxes so I've added the manager. So now I can add a new context. And now I have to do.
Sam registering this for the owner, I can add the owner here.
So, I'm going to add property owner, and this is where you can just type in the information.
So.
Okay.
Huh.
So, again added the owner's 1st.
Name last name owner's phone number owners email.
And I need to add the owner's address physical address.
All right add cities.
I'm sorry street city state zip.
Save and close.
And that was just.

System had found a similar contacts. I was just telling it know, use what I entered.
All right, so I've added the contacts that are required to continue the application.
All right, so this is where I select the type of unit I'm registering, so.
In the current ordinance, if you're registering rental property, and that means for fewer units on a parcel.
Then you have to register each unit individually.
However, if you're registering a apartment complex, so that's anything with 5 or more units.
Then you only have to register once per parcel so.
I'm going to say apartment complex.
And how many units are on the parcel.
So, this is not required to be asked by the ordinance, but when we switch to the current system that we work in.
We added this question, but unfortunately.
We didn't have it when the ordinance originally went live.
So this is kind of a missing piece of information for most registries.
It's, um.
And then the next 2 questions are just certifying that you have filled in all the required information.
So, you get the added the property manager, or you don't have 1.
And you've added the.
Responsible officials if it's an LLC.
That owns the property, so continue.
All right now I just verify all my information. Okay.
Make sure it's correct.
Continue
Now, it's successfully been submitted.
If I click down here, I can see that it's been submitted and issued.
So, I have successfully registered.
This rental property, any questions on the current process.

"Chair George"
No, I think it's helpful to know and I started my timer just a little late.
I recognize Ben that you have great familiarity with the system, but I also recognize that when you just did the tutorial, you took the time to explain things in a way that.
You know, also ate up some time fair to say that for the average person, you could get this done in under 15 minutes.

"Ben Anderson"
I would think so. Okay. Um, especially.

And once you already have your account created, it should cut down.
The time significantly, a lot of the time I spent, I think was at least on the account creation.
Okay, so if you're registering multiple properties, you should have some time savings over that.

"Chair George"
Sure, so maybe the 1st time, 15 minutes.

And after that fewer than 10, for sure.

"Ben Anderson"
I would think so. Yes. Okay.

"Chair George"
All right, um, let's stop here and pause. Do any committee members have questions about.
Uh, the existing process to get registered, but I'm sure.

"Committee Member Ackerson"
Yes, just for clarification. Is there a fee to register the units?

"Ben Anderson"
Current ordinance does not have a fee. It is also a 1 time registration so.
These registrations don't expire annually.
They, we have set up a process where if a duplicate registration at the same address comes in, it expires the old registration.
But we have registrations that are still active from when this ordinance was 1st passed.

"Committee Member Ackerson"
So, if I own a rental property, I registered, I sell it to you, you registered it automatically removes me correct?

"Ben Anderson"
In the, that's how we have it set up currently. Yes.

"Committee Member Ackerson"
How does it work? If I sell it to you and you don't register.

"Ben Anderson"
You stay registered, unless you notify us that you've sold it.
And get it expire.

"Committee Member Ackerson"
Okay. Should be in order to cover my bases. I need to.
Notify you?

"Ben Anderson"
Yes,

"Committee Member Ackerson"
I have sold the property.

"Ben Anderson"
In order to remove your registration deactivate it. Yes, you need to let us know that.
You no longer have an interest and would like to expire your registration.

"Committee Member Ackerson"

Okay, thank you.

"Chair George"
Okay. Any other questions.

"Council Member Purvis"
Uh, Madam chair I apologize for being on and off. I've had some calls to attend to. Can we just briefly talk about the consequences of not registering the properties.

"Chair George"
Absolutely, um, I would council member Dorsey or BLACKWELL. Do you want to step out? What's in the proposed ordinance as it relates to? Um. To violations, I'm assuming that's what you're referring to Council Member Purvis

"Committee Member Dorsey"
Counsel Member, I'm sorry to understand the Council Member Purvis question.

"Council Member Purvis"
Is it in regard to what the proposed ordinance, what the consequences will be or what currently is happening if they don't comply.

"Committee Member Dorsey"
Council Member Purvis, let me pull the legislation edits. I don't think they're all loaded into the system at this time. Well, you know what? If, if not.

"Council Member Purvis"
Um, I'm sure we can go over it publicly.
Uh, at the public meeting next week, whatever you prefer, ma'am.

"Committee Member Dorsey"
Yes, Council Member Purvis, we're going to pull I'm going to pull the actual legislation so we can read it.
There is a fine for non registry, but I need to read that to you to make sure the most recent edits have been uploaded into the system, which I think they have.
And if you, if Council Member Blackwell speaking while I am, ma'am. I'll also try to email that current version to, you.

"Council Member Purvis"
Thank you

"Chair George"
Council Member Blackwell

"Council Member Blackwell"
Have anything more additional on that I was going to ask you a question about the current registry and the, the.
Is is it, um, right now, does the system do anything for.

Um, being able to.
Determine if if you put just like random things in to.
And 2 lines that are required, for example, I mean, I know you're like
the street would do it because it shows that it picked it up from the
pva.
But, like, if you put, you know, whatever X's in for.
Uh, in in the line that asks for your email address or access in on the
line and ask for your phone number, does the system itself to anything
with that? Or is this that had to be checked manually?

"Ben Anderson"
It the system make sure that.
The format of the email addresses matches a valid email address, but it
doesn't validate that. The email address is real.

"Council Member Blackwell"
Gotcha. Okay. Same with the phone number.

"Ben Anderson"
Yeah, correct

"Council Member Blackwell"
would it, um, but the phone number W, would it or could it.
Require that the area code for phone number be 500 to.

"Ben Anderson"
That it could, but that.
Would then disallow people from registering who live.
Or have area codes outside of 502.

"Council Member Blackwell"
Right, but the contact person is supposed to be.
Here all right

"Ben Anderson"
not in this ordinance.
Just that There'll be a physical address.

"Council Member Blackwell"
Ah, okay, good to know. Just take note of that for the following.
But it could do that if you had the contact and you said.
Um, that the contact needs to be a local person that it could restrict it
to a file to there. Ya go.

"Ben Anderson"
Potentially, I'd have to check with.
Our I T department and they'd have to make sure it could, but sure.

"Council Member Blackwell"
Okay. Thank you.

"Robert Kirchdorfer"

Councilman Blackwell Robert Kirchdorfer here for. I just wanted to say there's a lot of folks.
That are out there that I've experienced through daily work.
That have carried their cell phone from a different zip code and move to and are here.
That still use them where they didn't switch those numbers. So.
That could be an issue if we went away from 5 0 to.

"Council Member Blackwell"
Right.
Uh, on the other hand, it also would allow someone who isn't actually in the community, which I think is what we're trying to get somebody who's.
In our community is who's responsible for this property.
You can allow somebody.
Still to be in California and New York or whatever, instead of being somebody that we, that.
Knows where the property actually is located and the issues that it's causing.
600 half the other, thank you.

"Chair George"
Okay Councilman Ackerson did you have another question?

"Committee Member Ackerson"
I did, I would think I was asking her about the registration fee. I'm reading the amended ordinance here.
Page 5 to 6, it talks about a 100 dollars initiation fee initial fee.
To register

"Ben Anderson"
yeah,I was sorry I thought your question was to the current registry

"Committee Member Ackerson"
Oh I apologize. Focused on the new 1 so are we going to charge 100 dollars per registration? And so the idea is I register and then let's say I own 10 rental houses here in the city.
Is it going to be 2000 dollar cost? Or is it a 100 dollar registration fee? And then I list the 10 houses under that that's a question for counsel at this moment.

"Chair George"
Council Member Ackerson I do know that is 1 of the points that has been noted from questions and it's a, it's a, um.
A problem to be solved, which is around the equity piece of multi family and how those are being counted, uh, comparable to single family.

Residents, so those, those are questions and if you have.
Suggestions on what you think would be a strategy that that gets to both pieces uh, please let us know.
Any other questions on the registration process.

"Committee Member Dorsey"
Councilman George I have 1.

"Chair George"
Yes,

"Committee Member Dorsey"
so in the current portal.
The ability I want to go back to the ability to determine whether an email address is valid or not. Did you say that that is a part of the current portal or or it is not.

"Ben Anderson"
Sure, the current portal, and I'll just go in and.
We'll see what it does, um, requires that.
270 "Brown, Marissa" (1618019072)
00:30:32.999 --> 00:30:39.209
It be entered in a format that could be an email address.
So, I believe it requires the x sign.
But it doesn't require that it be type of free or a fully.
It doesn't email you when you're registering to.
Verify that you have access to that email address.

"Committee Member Dorsey"
Okay, so there is kind of like in a lot of registrations when you go through, when you register and they send the final confirmation to your email,
you have to click some sort of link in order to.
To validate that email was accurate. We currently don't have that process.
Is that what you're saying? So it's a way to input an email address, but we don't have a validation or a verification backend.

"Ben Anderson"
Correct.

"Committee Member Dorsey"
Okay. Yep.

"Council Member Blackwell"
Can I ask you a question on that?
Is it is it possible to have that? And we just don't have it in place, or it doesn't work with our system.

"Ben Anderson"
I don't know. Okay, that's an answer. Your question? Yes not where.

"Committee Member Dorsey"
I wrote that question down. I think that's a really good functionality, just to make sure that we are getting that we're getting about accurate emails because I do hear the concern of Councilman Blackwell
Well, but, I mean, I was a college graduate and had a 256 area code for quite a bit from Huntsville, Alabama.

So I think it will be hard because there may be to your point director people living in Kentucky. in kentucky
or in louisville as a matter of fact without five or two area codes but if we are able to i think the whole point of this is to make sure that we have good contact information and even contact information to the extent of two Councilman Blackwell was point maybe doing some problem solving to make sure we have a local contact maybe it's making sure that local contact has a local address and even then i'm problem solving myself i'm like could they put in a box
Get around that, and some people actually have peeled boxes to start with. So I think that's some problem solving. We have to do councilwoman George if you want to add that to our, our ever growing list.
I do have an additional question in here as well. So, outside of the email verification and validation.
What happens currently if.
There's a typo in the email, or there's a typo in in the phone number, and we need to get in contact with someone. If all else fails do we do some sort of mailing or outreach or or.
Mailing outreach via USPS is that the 1st way of contact versus phone number email just trying to understand from a communications pathway.
This is all about being able to reach the renter.
What's the current process that code enforcement uses when outreach is needed in regard to this listing? Sure. So, just.

"Ben Anderson"
Quick small point of clarification. It's we don't capture any renter information.
So, it's contacting the property owner or manager.
In this rental registry so the process is, if we have a.
Property maintenance case, so we don't really.
If there's no property maintenance case where our inspectors aren't using the rental registry information.
For that property, but when there is a property maintenance case at that property, they will look up.
The rental registry and use that contact information. So if they have a phone number.
They will make call it to see if they can speak with the owner to.
Get some quicker compliance email they may email, but then also add the address that's on the registry.
If it's not already attached to the property.
To get notice to that property owner.
So, it's this is a tool for our inspectors to.
Have additional ways of getting owner contact.
And our goal is throw in our contact, we're hopeful that we can get quicker compliance.
So, we use this as a tool to identify additional avenues of that contact.

"Committee Member Dorsey"
And maybe, for clarification when those avenues are identified, is there a protocol in which they're used? I E, we call 1st we email 1st. We mail 1st.
What is that? What's that? Protocol or? Communications tree.
What does that look like?

"Ben Anderson"
Phil Crowe is going to come up with the current executive administrator.

"Phil Crowe"
Phil Crowe, executive administrators. And so currently 1st approach is to knock in the door and talk to someone at their home.
If we do have an E mail or a phone number located.
And they run a registry, we do call them.
And try to communicate with them that way. If we have an E mail address, we'll shoot an email.
Ultimately, they all get a letter through USPS.

"Committee Member Dorsey"
Okay, so 1st, we try to do if a physical outreach if the property owner or manager is on site, we're not going out necessarily.
To a different location to reach a property manager. It's only if they're on site for that.
1st initial 1 to 1 or 1 on 1

"Phil Crowe"
correct to include Larger apartment complexes, we will go to their office office, you know.
On the property somewhere.

"Committee Member Dorsey"
Well, if it's a mom and pop a duplex to acquired.
We start with the secondary with a phone call. Okay, thank you so much.
Thank you council woman,

"Chair George"
thank you. Um.
Director Kirchdorfer for I know you have a 2nd presentation dedicated to a really important piece to that or to this. And that is the, the cost of implementation we are at time, though. So, um.
To to to then we greatly Thank you for coming to help us better.
Understand what's currently happening what will be expected of the community um, and then also, you know, through this process, being able to see opportunities to to strengthen in it.
And what I have noted is the opportunity to strengthen practices around validation of information on the front end. Um, so, at this time, um, I would.
Take a motion to table the ordinance Oh, yes.

"Committee Member Dorsey"
Unless has already made the motion nevermind, you've made a motion to table.

"Chair George"
Yes, they have a motion.
Motion again, By Council Member Flood and second by Council Member Hollander at a table with that. We just need a motion to adjourn.

"Cheryl Woods"
We need to vote on the motion to table also.

"Chair George"
Oh, we need to vote
I do this every time. I'm so sorry. Okay. Let me back up. Um, may all
those in favor of tabling please say aye aye.
Any opposed okay, thank you. Forgive me motion to adjourn.

"Committee Member Dorsey"
A Council woman, just as a heads up, we have requested that Director
Kirchdorfer for go ahead and send out the presentation so that it can be
loaded in the system for preview before the next meeting.

"Chair George"
Excellent. Great idea. Thank you. Everyone.