



WELCOME!

City Building

Monday – Friday, 8:00 AM – 4:30 PM

- **City Building** 859-331-1212
- **Fire Department Administration** 859-331-1267
- **[24/7 Non-Emergency Dispatch](tel:859-356-3191)** 859-356-3191
- **Police Department Administration** 859-331-2823 – Do NOT call police administration when in need of an officer, or reporting /notifying something. The most effective and quickest way to reach or notify police is through Kenton County Dispatch 859-356-3191.
- **Animal Control** 859-356-3191 – If an animal is roaming the neighborhood, being walked without a leash, excessively barking, not being cleaned up after, or attacking another animal or person, you must call and notify while taking place!

Communication – Stay Informed!

- E-Newsletter: Sign up on [City website](#)
- Facebook: Like & Follow “[City of Fort Mitchell, KY](#)”
- Website: www.FortMitchell.com
- Televised Council Meetings through [TBNK](#)
- [Fort Mitchell Living Magazine](#): Hard copy mailed to all residents four times a year

City Taxes due October 31

- Taxes NOT paid by 10/31 will be charged an additional 15% penalty – NO EXCEPTIONS
- Not receiving a bill does NOT excuse you from penalty charges
- Current tax bills and past payments/receipts available on [City website](#)
- Waste and recycling service fees are included on tax bill
- Taxes are based on a calendar year (January – December)
- We do NOT offer a discount
- Age 65 and older can apply for [Homestead Exemption through PVA](#) 859-392-1750
- [Kenton County taxes](#) are paid separately through Sheriff’s Department 859-392-1800
- Payment Methods:
 - **24/7 Dropbox**: Main entrance of City Building directly to the left
 - **Mail**: City of Fort Mitchell, P.O. Box 17404, Fort Mitchell, KY 41017
 - **[Online \(2.5% Fee\)](#)**

Mayor and Council

Fort Mitchell operates as a Mayor-Council form of government. The [Mayor](#) (elected every four years), serves as the cities top executive. Seven [City Council members](#) (elected every two years), serve as the cities legislative body. The [City Administrator](#) is in charge of day-to-day activities.

City Council Meetings

Meetings are open to the public. All scheduled meetings for the upcoming year, and past meeting minutes are available on the [City website](#). The Council agenda is posted, the Friday before meetings, on the "[City of Fort Mitchell, KY](#)" Facebook page. Late changes can be made to agenda, and items may be added at the meeting. Televised council meetings can be viewed through [TBNK](#).

Council Members

- Vicki Boerger - VBoerger@FortMitchell.com, 859-380-8120
- Mary Burns - MBurns@FortMitchell.com, 513-703-5287
- Jim Hummeldorf, JHummeldorf@FortMitchell.com, 859-638-5840
- Kim Nachazel, KNachazel@FortMitchell.com, 859-653-7879
- Greg Pohlgeers, GPohlgeers@FortMitchell.com, 859-912-0358
- Beth Rose, BRose@FortMitchell.com, 859-331-2966
- Michael Stoeckle, MStoeckle@FortMitchell.com, 859-322-3419

City Leadership

- [Mayor](#) – Jude Hehman, Mayor@FortMitchell.com
- [City Manager](#) – Sharmili Reddy, AICP, SReddy@FortMitchell.com
- [City Treasurer](#) – Amy Guenther, CPA, AGuenther@FortMitchell.com
- [City Clerk](#) – Linda Bartels, LBartels@FortMitchell.com
- [Public Works Director](#) – Matt Stegman, PE, MStegman@FortMitchell.com
- [Chief of Police](#) – Col. Andrew Schierberg, Andrew.Schierberg@FortMitchell.com
- [Chief of Fire](#) – Gary Auffart, GAuffart@FortMitchell.com
- [Park Director](#) – Kyle Bennett, KBennett@FortMitchell.com
- Recreation Director – Grace Neltner, GNeltner@FortMitchell.com

Building and Zoning Permit

If you plan to put up a fence, get a pool, build a shed or deck, add a home addition or patio, install a HVAC unit, repave or widen driveway, etc. you **must first contact [Planning & Development Services \(PDS\)](#), before work is started**, to be approved and obtain a building & zoning permit. PDS is located at 2332 Royal Drive, Fort Mitchell (859-331-8980).

Garage Sale Permit

Permit form is available on [City website](#) and sent electronically to the Police Department. You do not need a physical hard copy. Garage sale rules to abide by:

- No more than two permits may be issued to one residence during a calendar year
- Permit shall not exceed two days
- All sales must be done during daylight
- One advertisement sign allowed per sale. Signs cannot be on any property other than the property of the residence to which the permit has been issued. Signs cannot be on any public right-of-way.

Large Vehicle Permit

A temporary permit is required for parked vehicles, over 18 feet, which include trailers, recreational vehicles, campers, boats, or similar types of equipment. Permits are available on [City website](#) and must be printed and displayed on vehicle to be visible from the street. Each residence is allowed eighteen 24-hour permits, and two 72-hour permits per year. Vehicles with blades (example boat motor) must have a coving over the blades.

Other Storage Options (must first obtain building/zoning permit from PDS, 859-331-8980)

- Store on paved surface in the rear yard
- Store in enclosed building

Vacation House Check

As a service to our residents, if you are going to be away for over 24 hours, the Police will periodically check your property and contact you if something appears strange or out of order. You must fill out "Vacation House Check" form on [City website](#).

Reserve Park Shelter

Every year, a lottery is held the first Saturday in March to request the park shelter at General Ormsby Mitchel Park, located at 261 Grandview Drive (only shelter available for rent in the City). Request must be sent **after** February 15! For detailed information regarding Park reservations visit [City website](#).

Payment/Fee (include self-addressed stamped envelope & check payable to City of Ft. Mitchell)

- Resident – \$30 refundable deposit
- Non Resident – \$30 refundable deposit plus an additional \$45 fee (two separate checks)

Waste & Recycling FAQ's

Do I need to set up a waste & recycling account?

If you are new to Fort Mitchell your waste fee is a line item on property tax bill (due Oct 31). You do NOT need to set up an account *unless* you have built a new house.

How can I obtain a new or additional waste or recycle bin?

Contact Best Way at 859-372-4900. All residents will receive one trash and recycling cart at no cost when requested. Additional carts may be rented for \$3.00 per month. There are two bins to choose from; 65 gallon or 95 gallon.

What day is my waste and recycling collected?

Both are collected on the same day once a week. Visit [City website](#) for your streets scheduled day.

What if my waste or recycling is not picked up?

Notify Best Way at 859-372-4900.

How can I dispose of large items?

Best Way Disposal will collect large items year round, but you must call and notify them in advance at 859-372-4900. If large items are set out, without notifying Bestway ahead of time, items are subject to being left and you may be cited. All mattresses and upholstered furniture need to be wrapped in plastic.

How can I dispose of leaves and yard waste?

Leaves and yard waste can be set out with trash on your scheduled collection day. Branches must be bundled & cut no longer than 3 feet in length.

How can I properly dispose of medication?

City Building has a secure drop-box in the main lobby, Monday – Friday, 8:00 AM – 4:30 PM. Drop off unused/expired over-the-counter & prescription medications (can stay in original bottles). Vitamins, syringes, liquids, creams are NOT allowed.

Is waste and recycling collected on holidays?

Yes. The only two holidays waste & recycling will NOT be collected is Christmas Day (December 25) and New Year's Day (January 1). If your collection day falls on one of these two days, Best Way Disposal will collect it the following business day.

How long can waste and recycle bins stay out?

Cans cannot be set out before 4:00 PM on the day prior to collection and must be removed by 6:00 PM on the day of collection.

Are there other opportunities to throw things out?

[Kenton County Public Works](#) has "open dumping days" the first Saturday every month from 9:00 AM – 2:00 PM. Contact them directly for more information 859-392-1920.

What do I do with unused paint cans?

Bestway Disposal will collect paint cans, but paint MUST be dried out. Drying process can be speeded up by dumping kitty litter or sand in unused paint.

How can I dispose of hazardous waste (example paint cans)?

There is a free hazardous waste collection event, *once a year only*, typically the first Saturday in November at the UC Health Stadium (formally Florence Freedom Ball Park). Another good resource of information to dispose of hazardous waste is <http://www.nkyhhw.org>.

City of Fort Mitchell

Important Telephone Numbers

Emergency	911
<u>24 - Hour Non Emergency (Kenton County Dispatch)</u> Call 859-356-3191 if you need a Fort Mitchell police officer or would like to report something. The most effective and quickest way to reach/notify the Fort Mitchell Police is through Kenton County Dispatch.	859-356-3191
<u>Animal Control</u> Call 859-356-3191 if an animal is roaming the neighborhood, being walked without a leash, excessively barking, not being cleaned up after, or attacking another animal or person. <i>Must call and notify while occurring!</i>	859-356-3191
City Building Departments Monday - Friday, 8:00 AM - 4:30 PM 2355 Dixie Highway, Fort Mitchell, KY 41017	
City Building	859-331-1212
Fire Department Offices	859-331-1267
Police Department Offices (Dispatch 859-356-3191 to speak with police or make a report)	859-331-2823
Important Telephone Numbers (Alphabetical Order)	
Animal Shelter	859-356-7400
Beechwood Board of Education	859-331-3250
Bestway Disposal (Trash & Recycling)	859-372-4900
Child Support Office - Kenton County	859-491-4114
Commonwealth Attorney	859-292-6580
County Attorney	859-491-0600
Driver's License Information (option 5)	859-292-6523
Duke Energy	800-544-6900
Health Department	859-341-4264
Kenton County Public Works	859-392-1920
Kenton County Library	859-341-3200
Kentucky Highway Department	859-341-2700
NKWD: Northern Kentucky Water District	859-578-9898
Occupational Department	859-392-1440
PDS: Planning & Development Services (Building & Zoning Permits)	859-331-8980
Poison Control	800-222-1222
Post Office - Buttermilk Pike	859-331-2175
PVA: Property Valuation Administrator	859-392-1750
SD1: Sanitation District	859-578-7450
Sheriff's Department (Kenton County Taxes & Background Checks)	859-392-1800
TANK Bus	859-331-8265
Voter Registration & Information	859-392-1620
Hospitals	
St. Elizabeth Covington	859-655-8800
St. Elizabeth Edgewood	859-301-2000
St. Elizabeth Florence	859-212-5200
St. Elizabeth Fort Thomas	859-572-3100