



**OFFICE OF THE CITY MANAGER
CITY OF COVINGTON**

August 17, 2022

Mr. Scott Gunning
Kenton County Administrator
1840 Simon Kenton Way Suite 5200
Covington, KY 41011

RE: 634 Scott Street (PIDN 054-23-13-027.00)

Mr. Gunning,

As you may know, the City of Covington has acquired property at 620-622 Scott Street with the intent to construct a new city hall. In addition to this recent purchase, the City owns 630 Scott which serves as a parking lot fronting both Scott and 7th.

Mayor Meyer and I have both discussed with your predecessor and Judge Knochelmann the possibility of Kenton County donating the building at 634 Scott, the former Cold Shelter, to the City to incorporate into our new location. It is my understanding that the County designated the property as surplus last month.

On behalf of the City of Covington, I would like to formally request that the Kenton County Fiscal Court consider transferring 634 Scott Street for this purpose. As we hope to begin the procurement of architectural services shortly, I would appreciate any attention you could provide to this matter.

If you, or a member of the Fiscal Court, have any questions or need anything from the City, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ken Smith", is written over a blue horizontal line.

Ken Smith
City Manager