



City of Newport

Office of the City Manager
Brian Steffen - Assistant City Manager

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To: Mayor and Board of Commissioners

From: Brian Steffen
Assistant City Manager

Date: January 9th, 2026

RE: 1/12/26 Board of Commissioners staff report.

Agenda Items:

New Business:

Commissioners Order(s) R-2026-02 - Surplus of 2015 Horton f-450 Ambulance

Purpose:

This Commissioners' Order declares a 2015 Horton F-450 ambulance assigned to the Fire Department as surplus property in accordance with KRS 82.083. The declaration authorizes the City to dispose of the vehicle through public auction in compliance with state and city requirements, typically utilizing the GovDeals online auction platform. The ambulance is being replaced by a new unit that was previously approved by the City Commission in 2025.

Commissioners Order R-2026-03 – Order changing a section of Central Ave. between West 3rd St and the flood wall to the north.

Proposal Overview:

This requested order pertains to a segment of Central Avenue located between West 3rd Street and the flood wall to the north. The proposal changes the name of this section of roadway to Ovation Way, creating consistency with the existing and future public rights-of-way within the Ovation development.

Reason for the Request:

Approximately 90 feet of roadway between West 3rd Street and the ramp connecting to Ovation Way remains designated as Central Avenue. This discontinuity has created confusion and conflicts with street signage, navigation systems, and online mapping services.

Planning and Development Services (PDS) has requested formal action by the City Commission to change the street name before GIS records can be updated to reflect the correct designation.

Additional Considerations:

- This action does not convey, transfer, or vacate the street to Corporex.
- The roadway will remain a public right-of-way.
- The name change will improve way finding by eliminating inconsistencies between street signage and mapping services.
- The change will help avoid future navigation and access issues, particularly in advance of the planned closure of the 4th Street Bridge.
- The name change is limited to only this section of Central Ave.



EXISTING R/W & ROADWAY PERMIT AREA
0.694 ACRES
(30,245.52 S.F.)

CITY OF NEWPORT, KENTUCKY

CENTRAL AVENUE (Public R/W)

LEGEND

FOUND	SET	DESCRIPTION
⊗	⊗	CROSS-STITCH
●	●	KYTC MON. (DISC)
○	○	IRON PIN & CAP
●	●	MAG NAIL OR SPIKE

CURVE DATA
R=351.00', L=38.05', S51°42'45"W, LC 38.03'
STA. 74+54.15
51.00' LT.
I.P. (ROUND)
(BERNARD)

CURVE DATA
R=351.00', L=513.30', S6°42'45"W, LC 468.77'

PROJECT PROPERTY PERIMETER
11.9162 ACRES
(519,068.91 S.F.)

13.9186 AC. (DEED)
11.550 ACRES
(503,106.49 S.F.)
(REMAINDER)

PIDN: 999-99-36-980.00
CPX NEWPORT COMMERCIAL DEVELOPMENT, LLC
DB 702 PG 454

PIDN: 999-99-38-272.00
CITY OF NEWPORT
DB 282 PG 260

PIDN: 999-99-03-020.00
CITY OF NEWPORT
DB 808 PG 318

W. 3RD STREET (KY S.C. 9)

KENTUCKY STATE PARK

KENTUCKY STATE PARK NORTH ZONE

BRANDSTETTER CARROLL INC.
ARCHITECTS-ENGINEERS-PLANNERS
215 EAST 10TH STREET, CHICAGO, IL 60605
(312) 551-1111
www.brandstettercarroll.com

DATE
02-04-2021

SCALE
1" = 100'

DRAWN BY
JLE

PROJ. NO.
16095

STATE OF KENTUCKY

JAMES L. ELLIOTT
No. 3613

LICENSED PROFESSIONAL LAND SURVEYOR



CITY OF NEWPORT, KY
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
January 12, 2026
AGENDA

Newport Municipal Building, 998 Monmouth Street, 1st Floor Multi-Purpose Room

NOTICE TO THE PUBLIC

During the public forum portion of regular meetings, you are permitted to make comments about city service issues that are not on the agenda. When you are recognized to speak, please state your name for the record and limit your remarks to a designated time. Orders and resolutions are passed with a single vote, while ordinances require two readings before they can be adopted.

Notice is hereby given that pursuant to Ordinance: one or more members of the Board of Commissioners may participate via Zoom or a similar teleconference system. The primary physical location remains the City of Newport Municipal Building, 998 Monmouth Street, 1st Floor Multi-Purpose Room.

The public can access the meeting through the live stream [Facebook.com/CityofNewportKY](https://www.facebook.com/CityofNewportKY) or [YouTube/CityofNewportKY](https://www.youtube.com/CityofNewportKY)

CALL TO ORDER

PERSONNEL ORDERS

COMMISSIONERS ORDER NO. R-2026-01

AN ORDER OF THE BOARD OF COMMISSIONERS OF THE CITY OF NEWPORT, KENTUCKY, APPOINTING ADISON SCHWARBER TO THE POSITION OF FIREFIGHTER/MEDIC IN THE NEWPORT FIRE/EMS DEPARTMENT EFFECTIVE JANUARY 13, 2026.

AWARDS:

Window Decorating Awards

- Honorable Mention Best Window Theme
- Best Window Theme
- Best Vintage Window Theme
- Best Window & Interior Display Theme

APPROVAL OF MINUTES

- December 15, 2025, regular meeting minutes.



NEW BUSINESS:

COMMISSIONERS ORDER NO. R-2026-02

AN ORDER OF THE BOARD OF COMMISSIONERS OF THE CITY OF NEWPORT, KENTUCKY DECLARING CERTAIN PERSONAL PROPERTY OF THE CITY OF NEWPORT AS SURPLUS AND AUTHORIZING DISPOSAL IN ACCORDANCE WITH STATE LAW.

COMMISSIONERS ORDER NO. R-2026-03

AN ORDER OF THE BOARD OF COMMISSIONERS OF THE CITY OF NEWPORT, KENTUCKY AUTHORIZING CHANGING THE NAME OF THE SECTION OF CENTRAL AVENUE FROM THIRD STREET NORTH TO THE FLOODWALL TO THAT OF OVATION WAY.

DEPARTMENT HEAD COMMENTS

CITY MANAGER COMMENTS

BOARD OF COMMISSIONERS' COMMENTS

ADJOURNMENT



Scheduled Meeting Dates – 2026

Date	Meeting Type	Notes
January 26, 2026	Caucus	
February 7, 2026	Board Retreat	4 Hours
February 23, 2026	Regular Meeting	
March 16, 2026	Regular Meeting	
April 7, 2026	Caucus	
April 20, 2026	Regular Meeting	
May 18, 2026	Regular Meeting	
June 15, 2026	Regular Meeting	
July 20, 2026	Regular Meeting	
August 17, 2026	Regular Meeting	
September 14, 2026	Regular Meeting	
September 28, 2026	Caucus	
October 19, 2026	Regular Meeting	
November 2, 2026	Caucus	
November 16, 2026	Regular Meeting	
December 14, 2026	Regular Meeting	