

**Finance & Administration Committee Meeting**  
**February 15, 2022**  
**4:00 p.m.**

1. Public Participation Plan – Director Eaton
2. Notes – Redistricting Committee Meeting – Director Fisher



**City of Covington**  
**Public Participation Plan**

# **Public Participation Plan**

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# **Public Participation Plan**

## **Section I: Purpose of the Public Participation Plan**

The City of Covington actively distributes information about City government operations, decisions, and plans. The purpose of the City of Covington Public Participation Plan is to provide a process that ensures the public is informed of City government activities and opportunities for involvement in the governing process. This is accomplished through the following public participation goals and objectives:

- Provide the public with information regarding City of Covington government decisions, decision-making activities and government performance.
- Provide timely communication to the public about changes in City provided services.
- Communicate through traditional communications channels.
- Communicate through non-traditional channels.
- Ensure frequent public communications.
- Encourage citizen comments at all public meetings.

It is the policy of the City of Covington to take all public comments into account in the development and adoption of plans and programs. The intent of the Public Participation Plan is to provide citizens and other interested parties with reasonable opportunities to be involved in the governing process.

## **Section II: General Guidelines**

### **Part A: Public Meetings**

Regular and special meetings of the City of Covington Board of Mayor and Aldermen as well as all City of Covington Boards and Commissions are conducted in an open public forum with prior notification. All notices of meetings, public hearings, and public comment periods for regional plans and programs are communicated through:

1. Posting on the City of Covington website
2. Local newspaper
3. Press releases
4. Email to individuals enrolled in the city of Covington email communication
5. Appropriate social media platforms such as Facebook, Instagram, etc.

The official notice will include the day, time, and location of the meeting; as well as, the topic(s) of the meeting. To the extent possible, notices will be published 7 days prior to the meeting. If a special meeting is called for unusual or urgent circumstance, the notice will be published 48 hours prior to the meeting.

All official meetings of the City of Covington will provide an opportunity and/or a period for public comment. This comment period is an opportunity to comment on current agenda items as well as other items of interest. Time limits are set for each comment/presentation.

## **Public Participation Plan**

Public meeting will be generally at City Hall. This building is conveniently located within the City limits and comply with the Americans with Disabilities Act. Meetings utilize visual media, as appropriate for the topic.

### **Part B: Title VI**

Under the provisions of Title Vi of the Civil rights Act of 1964, “no person in the United states shall, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The City of Covington’s efforts to comply with Title Vi include the following:

Title VI clauses are included in all Request for Bid/Proposal documents

Title VI clauses are included in all meeting notices

Posters and brochures are displayed describing Title VI legislation and contact information

Title VI information is posted on the City of Covington website.

### **Part C: Americans with Disabilities Act (ADA)**

All events held for programs or projects are open and accessible to the public, including the disabled community. Meeting notices include an announcement stating persons with disabilities will be accommodated by request. All meetings will be conducted at ADA accessible facilities.

### **Part D: Access to Information**

Documents are available for public inspection:

On the City of Covington website at [www.covingtontn.com](http://www.covingtontn.com)

City of Covington, HR Department, 100 West Washington Ave, Covington, TN 38019.

City Hall, 200 West Washington Ave, Covington, TN 38019, is open Monday through Friday from 8:00am to 5:00pm with the exception of recognized holidays and emergency weather conditions.

## **Section III: Public Notification and Outreach Tools**

The City of Covington will use the following methods to disseminate information to the public:

- **Meeting notices and agendas:**
  - Placed on the City of Covington website, [www.covingtontn.com](http://www.covingtontn.com)
  - Published in electronic form
  - Published to social media platforms
  - Published to newspaper
  - Meeting materials in electronic form to the extent practical

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- **Program Announcements**
  - Placed on the City of Covington website, [www.covingtontn.com](http://www.covingtontn.com)
  - Published in electronic form
  - Published to social media platforms
  - Published to newspaper
  
- **General Government Announcements**
  - Articles and press releases to newspaper, electronic media outlets
  - Published in electronic form
  - Published to social media and email
  - Place on City of Covington website, [www.covingtontn.com](http://www.covingtontn.com)

The Redistricting Committee met at City Hall on February 10, 2022, at 5:05 p.m. with the following members attending: Alderman Edwards, Alderman Morris, Alderman Wallace, Director Fisher, Cindy Pinner, Shawn Anderson. MTAS Consultant Ronnie Neill and Assistant to the Mayor Rebecca Ray were also in attendance.

Introductions were made. Consultant Neill noted the parameters of the state requirements and presented the 2020 Census blocks map from the State Comptroller's office. The City's existing district lines were included on this map.

Discussion was had with regards to total population and demographic changes due to census count. Proposed changes to district lines and current lawsuits in other jurisdictions was also discussed (such changes generally only happen after a census (every ten (10) years)). Upon determining accuracy of the census numbers, it was determined that by changing two (2) census blocks from existing District 2 to existing District 1 the city would be in compliance.

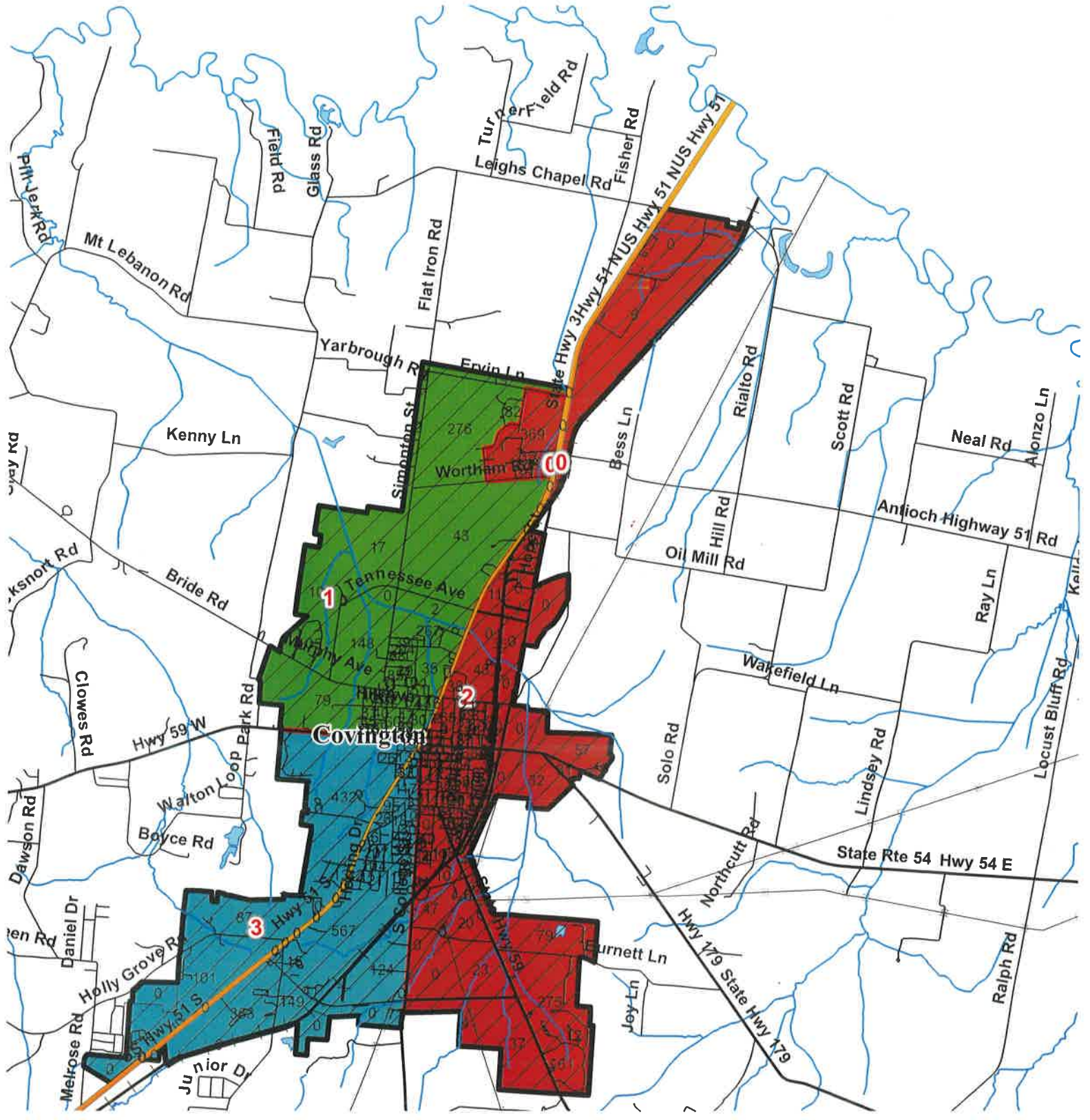
Motion was made by Alderman Wallace and seconded by Alderman Morris to recommend changing Census tract 40601 Sandpiper, Block Group 1, Block 1020, population 82 and Census tract 40601 Ervin Lane, Block group 1, Block 1013 population 19 from District 2 to District 1.  
Motion passed.

There being no further discussion, the meeting adjourned at 5:54 p.m.

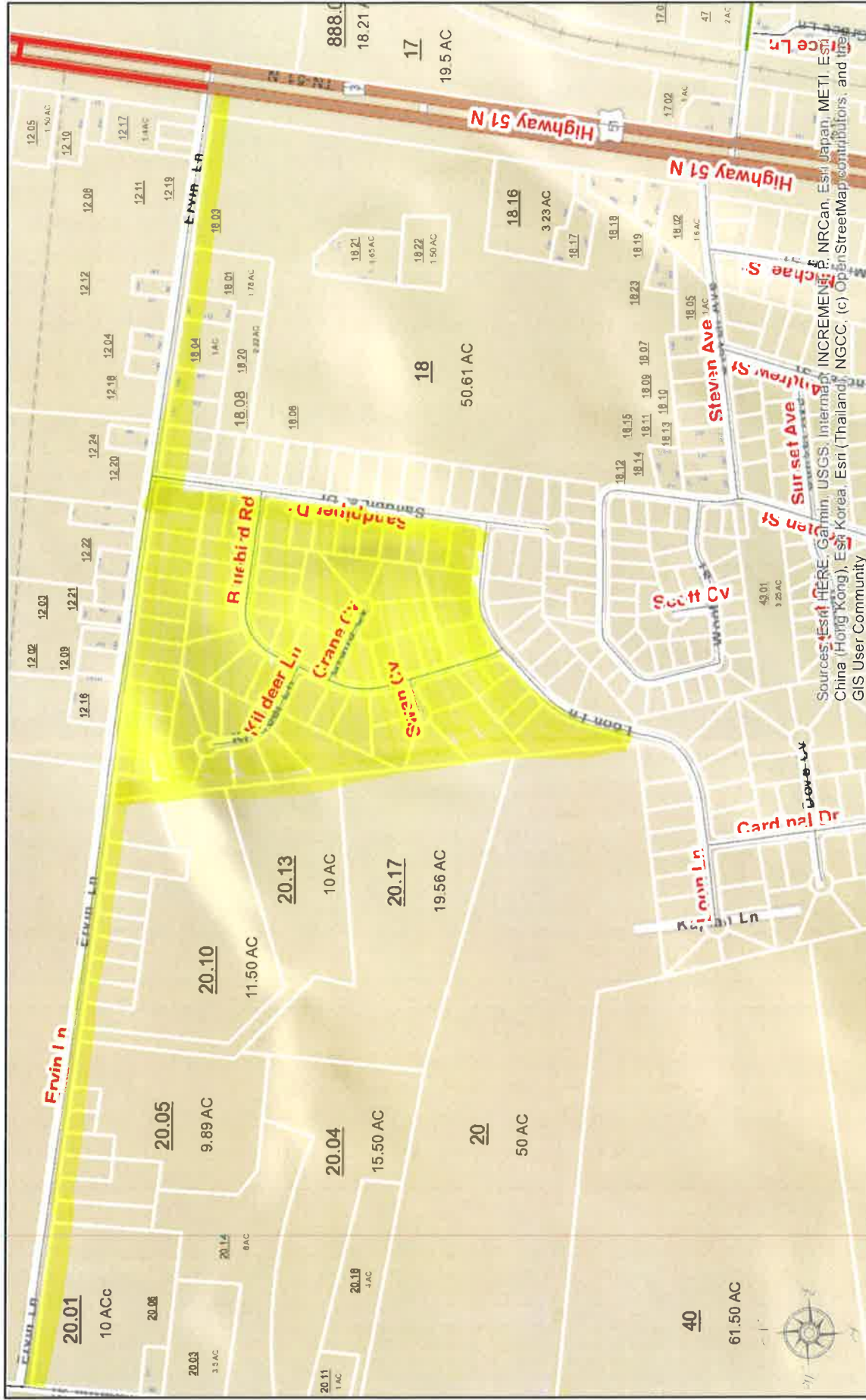
**Redistrict Population Table**  
**2-10-2022**

District	Total Pop	Total Deviation	Total Deviation %	White Pop	White Pop %	Black Pop	Black Pop %	Other Pop	Other Pop %	Hispanic Pop	Hispanic Pop %	Total Pop 18 %	White Pop 18 %	Black Pop 18 %	Other Pop 18 %	Hispanic Pop 18 %
Unassigned	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	2,822	-65.67	-2.27	584	20.69	2,089	74.03	149	5.28	40	1.42	1,862	431	1,358	73	21
2	2,963	75.33	2.61	1,673	56.46	1,108	37.39	182	6.14	56	1.89	2,219	1,358	744	117	44
3	2,878	-9.67	-0.33	1,657	57.57	1,074	37.32	147	5.11	55	1.91	2,266	1,377	785	104	51





# Redistricting lines - 2020 Census



## TIPTON COUNTY, TENNESSEE

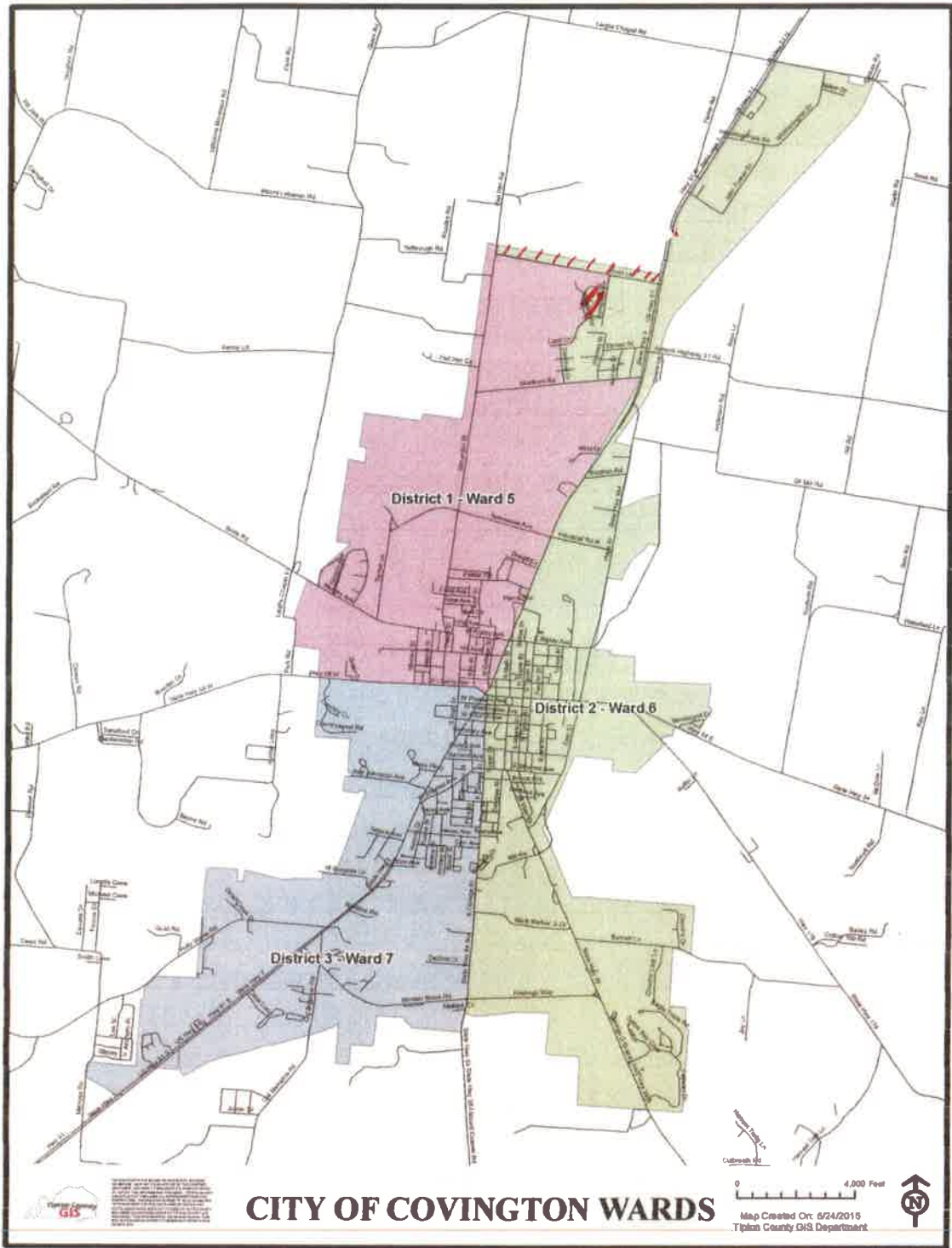


DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP.

MAP DATE: February 11, 2022



Sources: Esri HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community



**CITY OF COVINGTON WARDS**

Map Created On: 6/24/2015  
 Tipton County GIS Department