

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, February 23, 2016 6:00 P.M.**

A **REGULAR MEETING** of the Board of Commissioners of the City of Covington, Kentucky, was opened by Mayor Carran, on Tuesday, February 23, 2016, at 6:00 p.m., in Commission Chambers, 20 West Pike Street, Covington, Kentucky.

Mayor Carran presiding with Commissioners Chuck Eilerman, Steve Frank, Jordan Huizenga, Bill Wells, City Manager Larry Klein, and Assistant City Manager/City Solicitor Frank Warnock, present.

**MOTION** of Commissioner Frank, seconded by Commissioner Wells to dispense with the reading of and approve the minutes of the February 9, 2016, meeting.

**Passed.** 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**PRESENTATIONS:** There were no presentations scheduled

**NEW BUSINESS – FIRST READING OF ORDINANCES**

**TEXT AMENDMENT** – In order to enable redevelopment on Washington Avenue, the developer is facilitating the search to find appropriate and permitted sites for an existing business. A location was found for Be Concerned, but a text amendment is necessary for its move to this location.

**COMMISSIONERS ORDINANCE NO. O-XX-16**

AN ORDINANCE APPROVING A TEXT AMENDMENT TO THE OFFICIAL ZONING ORDINANCE OF THE CITY OF COVINGTON, KENTUCKY (O-37-06) TO DESIGNATE SECONDHAND STORES IN THE COMMERCIAL-NEIGHBORHOOD (CN) ZONING DISTRICT AS A CONDITIONAL USE.

**First Reading, No Vote**

**NEW BUSINESS – ORDER/RESOLUTIONS**

**EMPLOYMENT** – 137 applications were received for this position with 12 applicants chosen for interviews. Mr. Schwenke has been the Parks Superintendent for Boone County Fiscal Court for the past 10 years, overseeing 24 parks, 56 ballfields, and 48 soccer fields. He has a Bachelor of Science degree from Eastern Kentucky University

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-44-16**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF BRAD SCHWENKE AS PARKS AND FACILITIES SUPERVISOR IN THE DEPARTMENT OF PUBLIC IMPROVEMENTS, EFFECTIVE MARCH 7, 2016.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.

**Passed.** 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**EMPLOYMENT** – Mr. Livingood has a Bachelor of Science degree in Finance with a Minor in Business Administration from NKU. Mr. Endicott currently works at the Boone County Public Safety Communications Center.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-45-16**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF ETHAN C. LIVINGOOD AND JAMES A. ENDICOTT AS PATROL

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OFFICERS GRADE I IN THE COVINGTON POLICE DEPARTMENT,  
EFFECTIVE APRIL 24, 2016.

**MOTION** of Commissioner Wells, seconded by Commissioner Huizenga.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**MUTTER GOTTES PARKING PLAN** – City staff collected data and feedback from the residents and held two public meetings to get a consensus on the plan. The plan is an attempt to address all of the concerns that have been brought up to date. This plan will be implemented in March at the same time as the MainStrasse parking plan.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-46-16**

AN ORDER/RESOLUTION ADOPTING THE PARKING PLAN FOR THE MUTTER GOTTES NEIGHBORHOOD, EFFECTIVE MARCH 1, 2016.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Wells.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**CONTRACT** – This project was one of the two SNK projects that were awarded to the City. The project will include complete pavement replacement, sidewalk widening along the IRS property, new pedestrian lighting and new landscaping.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-47-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH GRW FOR THE RECONSTRUCTION OF RIVERCENTER BOULEVARD FROM THIRD STREET HEADING 1100 FEET EAST TOWARD MADISON AVENUE, TYING INTO THE EXISTING CONCRETE PAVEMENT, AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$83,550.00, PAYABLE FROM SNK FUNDS (80%) AND CDBG FUNDS (20%).

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**CONTRACT** – This project is the other SNK project awarded to the City and will include complete pavement and sidewalk replacement.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-48-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH CT CONSULTANTS FOR THE RECONSTRUCTION OF LATONIA AVENUE FROM SOUTHERN AVENUE TO JUST EAST OF WEST 36<sup>th</sup> STREET, AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$78,000.00, PAYABLE FROM SNK FUNDS (80%) AND CDBG FUNDS (20%).

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**REQUEST FOR PROPOSALS** – This is one of the initial projects included in the North Covington sidewalk strategy. A full inventory was completed along the priority

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pedestrian routes that were identified. This scope will cover all of the trip hazards that are ¾ inch or greater and can be abated by grinding.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-49-16**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR THE REMOVAL OF SIDEWALK TRIP HAZARDS.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**REQUEST FOR PROPOSALS** – The City has been divided into three geographic areas and resurfacing occurs in one of the three areas on a three-year rotating basis. This year will be focused on Area 3 which includes Latonia and the eastern half of South Covington.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-50-16**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR THE ANNUAL CONCRETE MAINTENANCE CONTRACT.

**MOTION** of Commissioner Frank, seconded by Commissioner Huizenga.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**REQUEST FOR PROPOSALS** – Both restrooms at Randolph Park have been closed down for at least five years. The RFP will be published looking for a contractor to repair and renovate the existing structures.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-51-16**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR REPAIRS AND RENOVATIONS IN THE EXISTING OUTDOOR RESTROOMS AT RANDOLPH PARK.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**MASTER DEVELOPER AGREEMENTS** – To build upon the impact of CCDI and to refine aspects of the program that may need to be adjusted, this new phase of the program will pre-qualify developers on a rolling basis. This pre-qualification process will allow staff to communicate regularly with the qualified developers regarding vacant and abandoned properties that may qualify for the program and then move swiftly to return these properties to productive use through the foreclosure process.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-52-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE MASTER DEVELOPER AGREEMENTS WITH ANY COMMUNITY-BASED DEVELOPERS WHO ARE DETERMINED TO BE QUALIFIED ACCORDING TO RELEVANT CRITERIA TO PARTICIPATE IN THE COVINGTON COMMUNITY DEVELOPER INITIATIVE (CCDI).

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.

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**PARKLETS**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-53-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE REVOCABLE LICENSE AGREEMENTS WITH RENAISSANCE COVINGTON FOR THE INSTALLATION OF CURB'D PARKLETS WITHIN CERTAIN PORTIONS OF THE PUBLIC RIGHT-OF-WAYS THAT ARE ADJACENT TO EACH OF THE FOLLOWING BUSINESSES: LEFT BANK COFFEEHOUSE, (701 GREENUP STREET); STONEY'S VILLAGE TOY SHOPPE, (323 WEST SIXTH STREET); BRAXTON BREWING COMPANY, (27 WEST SEVENTH STREET); CUTMAN BARBERSHOP, (5 WEST PIKE STREET); AND INSPIRADO, (715 MADISON AVENUE).

**MOTION** of Commissioner Wells, seconded by Commissioner Huizenga.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.  
1 Nay. Commissioner Frank.

**JOB DESCRIPTION**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-54-16**

AN ORDER/RESOLUTION AMENDING THE JOB DESCRIPTION FOR MICHAEL BARTLETT TO INCLUDE THE RESPONSIBILITIES AS THE CITY'S ALCOHOL BEVERAGE CONTROL ADMINISTRATOR.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Wells.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**2016 VISION STATEMENT** – As the FY 2016-2017 Budget Process begins, City staff asked the Mayor and Commissioners to affirm the Vision Statement that they adopted last year. At recent caucus meeting to discuss this issue, the Mayor and Commissioners suggested minor changes in the Vision Statement.

**COMMISSIONERS' ORDER/RESOLUTION NO. o/r-55-16**

AN ORDER/RESOLUTION APPROVING A SPIRIT OF PROGRESS 2016 VISION STATEMENT.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**ADJOURNMENT**

Mayor Carran adjourned the meeting at 8:30 p.m. with no additional action taken.

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MAYOR

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ATTEST:

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CITY CLERK

APPROVED: \_\_\_\_\_