



**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, APRIL 5, 2016, 6:00 PM**

**20 WEST PIKE STREET
COVINGTON, KENTUCKY**

AGENDA

CALL TO ORDER: Mayor Sherry Carran

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

Reading of Minutes of the meetings of March 22, 2016 (or motion to dispense with reading and approve minutes).

PRESENTATIONS:

- Great American Cleanup – Sheila Fields, Solid Waste Coordinator, and Shannon Ratterman, Center for Great Neighborhoods

ITEMS FOR CONSIDERATION:

OLD BUSINESS – SECOND READING OF ORDINANCES

1. Consider Ordinance No. O-x-16 entitled: **AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, AND COMMISSIONERS' ORDINANCE NO. O-27-13, TO CREATE THE POSITIONS OF DIRECTOR OF FINANCE AND OPERATIONS AND ACCOUNTS PAYABLE MANAGER AND ESTABLISHING SALARIES FOR THOSE POSITIONS.** *The Director of Finance and Operations will serve as the Chief Financial Officer and Chief Operations Officer of the City under the direction of the City Manager. The Accounts Payable Manager will oversee and*

maintain the records for the Accounts Payable function of the City, under the direction of the Director of Finance and Operations.

Staff Reporting: Larry Klein

Recommendation: Approve Order/Resolution

NEW BUSINESS – ORDER/RESOLUTIONS

2. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AMENDING O/R-57-16 TO CHANGE THE EFFECTIVE DATE OF EMPLOYMENT FOR ETHAN C. LIVINGOOD AND JAMES A. ENDICOTT TO APRIL 24, 2016.** *Two spots for the May Police Academy have recently become available and Mr. Livingood and Mr. Endicott will be attending the Academy in May.*

Staff Reporting: Bryan Carter, Police Chief

Recommendation: Approve Order/Resolution

3. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF CASSIE SIZEMORE AS PART-TIME FIRE/RENTAL INSPECTOR, EFFECTIVE MARCH 23, 2016.** *Ms. Sizemore was one of the first Fire/Rental Inspectors hired and unfortunately she has accepted a full-time position with a Cincinnati firm.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

4. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF AUGUSTINE BEAR TO THE POSITION OF PART-TIME FIRE/RENTAL INSPECTOR, EFFECTIVE APRIL 6, 2016.** *Mr. Bear has been working as a Part-time Exterior Code Inspector since October and he has expressed interest in the open position of Fire/Rental Inspector. Staff feels that he would be a great fit for this position.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

5. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF DIRECTOR OF FINANCE AND OPERATIONS IN THE ADMINISTRATION DEPARTMENT.**

Staff Reporting: Larry Klein, City Manager
Recommendation: Approve Order/Resolution

6. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF ACCOUNTS PAYABLE MANAGER IN THE FINANCE DEPARTMENT.**

Staff Reporting: Lisa Desmarais, Interim Finance Director/Operations Director
Recommendation: Approve Order/Resolution

7. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPOINTING LISA DESMARAIS TO THE POSITION OF DIRECTOR OF FINANCE AND OPERATIONS IN THE ADMINISTRATION DEPARTMENT.**

Staff Reporting: Larry Klein, City Manager
Recommendation: Approve Order/Resolution

8. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPOINTING KRISTY CONNER TO THE POSITION OF ACCOUNTS PAYABLE MANAGER IN THE FINANCE DEPARTMENT.**

Staff Reporting: Lisa Desmarais, Interim Finance Director/Operations Director
Recommendation: Approve Order/Resolution

9. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF COMPUTER FORENSIC ANALYST IN THE POLICE DEPARTMENT.** *This newly created position is assigned to the Police Department and will be responsible for collecting, receiving, and analyzing electronic devices in the custody of the department. The position requires advanced digital technology skills and technical record keeping.*

Staff Reporting: Bryan Carter, Police Chief
Recommendation: Approve Order/Resolution

10. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A DEVELOPMENT AGREEMENT WITH THE POINTE BENTON HOMEOWNERS ASSOCIATION, INC. AND R & R RESALE LEASING,**

LLC, TO APPROVE FUTURE DEVELOPMENT OF THE POINTE BENTON NEIGHBORHOOD. *R&R Retail Leasing has agreed to the terms and conditions of a proposed development agreement for the Pointe Benton neighborhood and has agreed to undertake the construction of a major retaining wall, develop single family homes and rental town homes on Pointe Benton Lane.*

Staff Reporting: Frank Warnock, City Solicitor

Recommendation: Approve Order/Resolution

11. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A NON-EXCLUSIVE REVOCABLE LICENSE AGREEMENT WITH ART OPPORTUNITIES, INC. DBA ARTWORKS CINCINNATI, GRANTING THE RIGHT TO INSTALL AND MAINTAIN THREE (3) ARTIST-DESIGNED BIKE RACKS ON CITY-OWNED RIGHT-OF-WAY LOCATED AT THE CORNER OF SEVENTH AND WASHINGTON STREETS.** *ArtWorks manages and operates a program that provides for the installation of artist-designed bike racks through greater Cincinnati and Northern Kentucky. In partnership with UpTech, they have worked with a local artist to design three bike racks that will be placed near the Red Bike stations at 7th and Washington.*

Staff Reporting: Donald Warner, Assistant City Solicitor

Recommendation: Approve Order/Resolution

12. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A NON-EXCLUSIVE REVOCABLE LICENSE AGREEMENT WITH FIDELITY INVESTMENTS, INC. FOR THE INSTALLATION OF A SIGN APPROVED BY THE COVINGTON BOARD OF ADJUSTMENT ON CITY-OWNED PROPERTY ADJACENT TO THE FIDELITY CAMPUS AT 100 CROSBY PARKWAY, COVINGTON, KENTUCKY.** *Fidelity has recently undertaken a process to develop a principal sign that would increase the visibility of their campus from Taylor Mill Road. They are requesting a revocable license allowing them to install the sign on City-owned property.*

Staff Reporting: Alex Koenig, Zoning Specialist

Recommendation: Approve Order/Resolution

13. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A PRELIMINARY ENGINEERING AGREEMENT WITH CSX TRANSPORTATION, INC.**

FOR REVIEW AND APPROVAL OF THE WEST WALK PHASE OF RIVERFRONT COMMONS LOCATED ON CSX PROPERTY, AT A COST OF \$10,560.00, PAYABLE FROM MUNICIPAL ROAD AID FUNDS. A small portion of the “West Walk” phase of Riverfront Commons will go under the Clay Wade Bailey Bridge and will be on CSX property. CSX requires preliminary engineering any time their property is impacted by an infrastructure project.

Staff Reporting: Rick Davis, Department of Public Improvements Director

Recommendation: Approve Order/Resolution

14. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH GCW FOR MAINTENANCE OF CSX-OWNED PROPERTY WITHIN THE CITY IN AN AMOUNT NOT TO EXCEED \$19,175.00, PAYABLE FROM GENERAL FUND TO BE REIMBURSED BY CSX.** *Several years ago, the City reached an agreement with CSX in which they would reimburse the City for costs associated with maintaining their properties. This contract will be for one year with an option to renew.*

Staff Reporting: Rick Davis, Department of Public Improvements Director

Recommendation: Approve Order/Resolution

15. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH PRECISION CONCRETE CUTTING OF KY, LLC FOR THE REMOVAL OF TRIP HAZARDS ON SIDEWALKS IN THE NORTHERN PART OF THE CITY, IN AN AMOUNT NOT TO EXCEED \$140,615.00, PAYABLE FROM CAPITAL BOND FUND.** *This is one of the initial project included in the north Covington sidewalk strategy. The work will cover all of the trip hazards that are ¾ inch or greater and can be abated by grinding.*

Staff Reporting: Rick Davis, Department of Public Improvements Director

Recommendation: Approve Order/Resolution

16. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH CENTURY CONSTRUCTION FOR RENOVATION OF THE EXTERIOR RESTROOMS AT RANDOLPH PARK, AND REJECTING ALL OTHER**

BIDS, IN AN AMOUNT NOT TO EXCEED \$64,845.00, PAYABLE FROM CAPITAL FUND. *The restrooms at Randolph Park have been closed for at least five years. The work will include: reconstruction of all the plumbing, new bathroom fixtures, new ventilation, handicap rails, new lights, new doors, floor restoration, and paint.*

Staff Reporting: Rick Davis, Department of Public Improvements Director

Recommendation: Approve Order/Resolution

17. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH BLUEGRASS PAVING, INC. FOR THE ANNUAL RESURFACING CONTRACT, AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$523,703.00, PAYABLE FROM CDBG FUND AND MUNICIPAL ROAD AID.** *The City has been divided into three geographical areas and resurfacing occurs in one of the three areas on a three-year rotating basis. This year we are focusing on Area 3 which includes Latonia and the eastern half of South Covington.*

Staff Reporting: Rick Davis, Department of Public Improvements Director

Recommendation: Approve Order/Resolution

18. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR KITCHEN EQUIPMENT FOR THE DEVOU PARK CLUBHOUSE.**

Staff Reporting: Rick Davis, Department of Public Improvements Director

Recommendation: Approve Order/Resolution

19. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE KENTUCKY CERTIFIED LOCAL GOVERNMENT REPORT FORM TO BE SUBMITTED WITH THE PEASELBERG NEIGHBORHOOD DISTRICT'S NOMINATION FOR LISTING IN THE NATIONAL REGISTER OF HISTORIC PLACES.** *The Peaselburg neighborhood is being nominated for listing in the national Register of Historic Places for its local significance in the area of planning and community development.*

Staff Reporting: Emily Ahouse, Preservation and Planning Specialist

Recommendation: Approve Order/Resolution

20. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AFFIRMING A RIVERCENTER STREET LEVEL PLAZA MASTER LICENSE AGREEMENT WITH RIVERCENTER ENTERTAINMENT VENUES, LLC RELATED TO THE LICENSING OF CITY OF COVINGTON SPACE ON THE PLAZA IN FRONT OF THE RIVERCENTER TOWERS.**

Staff Reporting: Frank Warnock, City Solicitor

Recommendation: Approve Order/Resolution

21. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AMENDING ORDER/RESOLUTION NO. O/R-71-16 TO REFLECT THE TERMS OF THE RESOLUTION APPROVED BY THE KENTON COUNTY FISCAL COURT RELATING TO THE OPERATION OF A SUBSTANCE ABUSE TREATMENT AND DISEASE PREVENTION PROGRAM ADMINISTERED BY THE NORTHERN KENTUCKY INDEPENDENT HEALTH DEPARTMENT.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution

PROJECT UPDATE: Economic Development Metrics Dashboard – Geoff Milz, Economic Development Manager and Todd Sink, Manager of Data and Analytics

Next regularly scheduled Legislative Commission Meeting: 6:00 PM, Tuesday, April 19, 2016.

Next regularly scheduled Caucus Meeting: 6:00 PM, Tuesday, April 12, 2016.

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT