



**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, OCTOBER 6, 2015, 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 September 1, and September 15, 2015, (or motion to dispense with reading and approve minutes).

PRESENTATIONS:

None

ITEMS FOR CONSIDERATION:

NEW BUSINESS – FIRST READING OF ORDINANCES

1. Consider Ordinance No. O-xx-15 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, CREATING THE POSITION OF SENIOR ACCOUNTING MANAGER AND ESTABLISHING A SALARY FOR THE POSITION.** *In August, the City posted an open job position for Finance Director and received a limited response with only some degree of match to the desired skills for the Finance Director role. This alternate position will fill a need in the Finance Department by assisting the Interim Finance Director with day-to-day oversight and management.*

Staff Reporting: Lisa Desmarais, Operations Director/Interim Finance Director
First Reading, No Vote

2. Consider Ordinance No. O-xx-15 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, ELIMINATING THE POSITION OF ADMINISTRATION AND INTELLIGENCE DIRECTOR AND CREATING THE POSITION OF MANAGER OF ANALYTICS AND INTELLIGENCE AND ESTABLISHING A SALARY FOR THAT POSITION.** *The position of Administration and Intelligence Director was a civilian position created for the Police Department. After thorough review, it is recommended to eliminate this position and create a similar but more broadly focused position in City Operations.*

Staff Reporting: Lisa Desmarais, Operations Director/Interim Finance Director
First Reading, No Vote

3. Consider Ordinance No. O-xx-15 entitled: **AN ORDINANCE AMENDING COMMISSIONERS' ORDINANCE NO. O-27-13 ESTABLISHING A SALARY RANGE OF \$10.25 TO \$11.25 PER HOUR FOR SEASONAL EMPLOYEES.** *A survey was completed by the Human Resources Department that indicates that the hourly salary range for our seasonal employees lags behind other cities in the area. It is becoming more and more difficult to fill and retain seasonal workers and staff recommends increasing their hourly rate.*

Staff Reporting: Jo Ann Simpson, Human Resource Director
First Reading, No Vote

NEW BUSINESS – ORDER/RESOLUTIONS

4. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION OF THE CITY OF COVINGTON, KENTUCKY APPROVING THE TRANSFER OF CONTROL OF TIME WARNER CABLE, INC. AND INSIGHT KENTUCKY PARTNERS II, LP TO CHARTER COMMUNICATIONS.**

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

5. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION OF THE CITY OF COVINGTON, KENTUCKY AUTHORIZING AND REQUESTING THAT THE KENTUCKY BOND DEVELOPMENT CORPORATION ISSUE BONDS IN ONE OR MORE SERIES IN THE APPROXIMATE PRINCIPAL AMOUNT OF \$100,000,000, PAYABLE SOLELY FROM REVENUES TO BE DERIVED FROM A LOAN AGREEMENT WITH SAINT ELIZABETH MEDICAL CENTER, INC. TO FINANCE THE COSTS OF THE ACQUISITION, CONSTRUCTION, INSTALLATION AND EQUIPPING OF HEALTH CARE AND RELATED FACILITIES TO BE USED BY SAINT ELIZABETH MEDICAL CENTER, INC.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution

6. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AMENDING O/R-262-15 CHANGING THE EFFECTIVE DATE OF EMPLOYMENT FOR RYAN JONES AS POLICE OFFICER FROM NOVEMBER 15, 2015, TO OCTOBER 11, 2015.** *A vacancy has arisen in the Police Basic Training Academy which begins on October 26, 2015. In order to get Mr. Jones in the Academy at that time, his effective date of employment needs to be changed to October 11, 2015.*

Staff Reporting: Bryan Carter, Police Chief

Recommendation: Approve Order/Resolution

7. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION FOR RETIREMENT OF ENGINEER STEPHEN DREYER FROM THE COVINGTON FIRE DEPARTMENT, EFFECTIVE OCTOBER 1, 2015.** *Engineer Dreyer began his career with the City in the Communications Center before transferring to the Fire Department. He has been employed by the City for almost 25 years and will be missed by the Department.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

8. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF FIREFIGHTER/PARAMEDIC JERRY MILLS FROM THE COVINGTON FIRE DEPARTMENT,**

EFFECTIVE OCTOBER 1, 2015. *Mr. Mills will be leaving the NKY area and pursuing a career in Louisiana.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

9. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF JOHN BAER, BENJAMIN ERDMAN, DANIEL HODGE, BENJAMIN KENNEDY, MICHAEL KOENINGER, ADAM MARDIS, WILLIAM STEVIE, KYLE VOGELPOHL, AND JACOB WESTRICH AS FIREFIGHTERS IN THE COVINGTON FIRE DEPARTMENT, WITH A TWELVE MONTH PROBATIONARY PERIOD, EFFECTIVE OCTOBER 12, 2015.** *The hiring of these recruits will bring departmental shift staffing to 110.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

10. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF STEPHEN SMITH FROM THE POSITION OF PART-TIME FIRE/RENTAL INSPECTOR, EFFECTIVE SEPTEMBER 23, 2015.** *Mr. Smith was just hired for this position and decided that it was not a good fit for him.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

11. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE PROMOTION OF STAN SCHMALE TO THE POSITION OF PART-TIME FIRE/RENTAL INSPECTOR, EFFECTIVE SEPTEMBER 28, 2015.** *With the resignation of Mr. Smith, Mr. Schmale will be moving to the position of Part-Time Fire/Rental Inspector.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

12. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF RYAN DOYLE TO THE POSITION OF PART-TIME CODE ENFORCEMENT INSPECTOR IN THE COMMUNITY SERVICES DEPARTMENT, EFFECTIVE OCTOBER 12, 2015.** *With the promotion of Mr. Schmale, an opening occurred for a Part-Time*

Code Enforcement Inspector and Mr. Doyle was the next candidate on the list to fill the position.

Staff Reporting: Mike Yeager, City Engineer/Community Services Manager
Recommendation: Approve Order/Resolution

13. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF SENIOR ACCOUNTING MANAGER.** *In August, the City posted an open job position for Finance Director and received a limited response with only some degree of match to the desired skills for the Finance Director role. This alternate position will fill a need in the Finance Department by assisting the Interim Finance Director with day-to-day oversight and management.*

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

14. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF MANAGER OF ANALYTICS AND INTELLIGENCE.**

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

15. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE PARKING PLAN FOR THE MAINSTRASSE AND MUTTER GOTTES NEIGHBORHOODS AND APPROVING THE PURCHASE OF THE NECESSARY EQUIPMENT FOR THE IMPLEMENTATION OF THE PLAN, PAYABLE FROM CAPITAL BOND FUND.** *The proposed parking plan in the neighborhood is an attempt to address the parking concerns that have been raised by the residents and businesses. In order for the plan to work, a blend of off-street paid parking, on-street paid parking, and a residential parking program are needed.*

Staff Reporting: Mike Yeager, City Engineer/Community Services Manager
Recommendation: Approve Order/Resolution

16. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING AN INCREASE IN THE CITY PARKING METER RATES FROM 35 CENTS PER HALF-HOUR TO 55 CENTS PER HALF-HOUR AND AN INCREASE OF \$5.00 IN MONTHLY PARKING RATES AND**

ESTABLISHING THE RATE OF 35 CENTS PER HALF-HOUR FOR THE PARKING STATIONS AND PARKING METERS TO BE INSTALLED IN THE MAINSTRASSE NEIGHBORHOOD.

Staff Reporting: Mike Yeager, City Engineer/Community Services Manager

Recommendation: Approve Order/Resolution

17. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A LEASE AGREEMENT WITH R.A. KENNEDY FOR PROPERTY DESCRIBED AS THE STORE-FRONT ROOM ON THE FIRST FLOOR OF REAL ESTATE LOCATED AT 4 WEST SOUTHERN AVENUE FOR USE AS A POLICE SUBSTATION.** *The City has been leasing this property from R.A. Kennedy for the substation and the current lease has expired. A new lease is required to continue the use of this property as a Police substation.*

Staff Reporting: Mike Bartlett, Assistant City Solicitor

Recommendation: Approve Order/Resolution

18. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION REPEALING ORDER/RESOLUTION NO. O/R-83-14 APPROVING A FAÇADE GRANT FOR THE PROPERTY LOCATED AT 230 PIKE STREET, IN AN AMOUNT OF \$7,221.00.** *This façade grant was approved in April of 2014 and since that time, the property owner has determined not to move forward with the grant.*

Staff Reporting: Geoff Milz, Economic Development Manager

Recommendation: Approve Order/Resolution

19. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE BID FROM BOUNDTREE MEDICAL FOR MEDICAL PHARMACEUTICALS, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH BOUNDTREE MEDICAL.** *Two bids were received for the medical pharmaceuticals and Boundtree Medical submitted the best responsible bid.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

20. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE BID FROM BOUNDTREE MEDICAL FOR EMERGENCY MEDICAL SUPPLIES, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH BOUNDTREE MEDICAL.** *Four bids were received for medical supplies and Boundtree Medical submitted the best responsible bid.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

21. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF REQUESTS FOR PROPOSALS FOR THE PURCHASE OF VARIOUS BULK ITEMS FOR THE DEPARTMENT OF PUBLIC IMPROVEMENTS.** *The RFP would include bulk items such as concrete, asphalt, mulch, and trash can liners.*

Staff Reporting: Rick Davis, Department of Public Improvements Director

Recommendation: Approve Order/Resolution

22. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF PAUL PATTON TO THE HOUSING AUTHORITY OF COVINGTON BOARD FOR A FOUR-YEAR TERM, EFFECTIVE OCTOBER 6, 2015, AND EXPIRING OCTOBER 5, 2018.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution

23. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE TERMS AND CONDITIONS OF A LICENSE AND NON-EXCUSIVE EASEMENT AGREEMENT BETWEEN THE CITY OF COVINGTON AND FRIDA, LLC REGARDING THE USE OF OUTDOOR AREAS FOR THE OPERATION OF A RESTAURANT.** *This License Agreement would allow Frida to utilize portions of the public right-of-way for outdoor service located near the restaurant at 602 Main Street.*

Staff Reporting:

Recommendation: Approve Order/Resolution

24. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND THE CITY MANAGER TO EXECUTE A CONTRACTUAL AGREEMENT WITH RENAISSANCE COVINGTON FOR IMPLEMENTATION OF THE 4-POINT PROGRAM AND THE COVINGTON ARTS PROGRAM, IN AN ANNUAL AMOUNT OF \$125,250.00, FOR A PERIOD OF FIVE YEARS, PAYABLE FROM GENERAL FUND.** *When Renaissance Covington non-profit Board was created in 2005, it was the intent for the non-profit to eventually exist as a separate entity from the City. Best practice analysis and input from key partner agencies, it was decided to allow Renaissance Covington to become a separate entity and manage the Renaissance and Arts Program.*

Staff Reporting: Larisa Sims, Assistant City Manager

Recommendation: Approve Order/Resolution

25. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AMENDING COMMISSIONERS' ORDER/RESOLUTION NO. O/R-186-14 TO PROVIDE FOR PAYMENT OF UP TO \$30,000.00 OF THE PREVIOUSLY APPROVED \$52,600.00 TO WOOLPERT, INC. FOR ADDITIONAL PROFESSIONAL DESIGN SERVICES TO INCLUDE CONCEPTUAL OVERLAYS AND STORY BOARDS WITH ADDITIONAL IMPROVEMENT OPPORTUNITIES FOR THE COVINGTON PORTION OF RIVERFRONT COMMONS, PAYABLE FROM THE CAPITAL FUND.** *In 2013, the City contracted with Woolpert, Inc. to design Phase I of the City's portion of Riverfront Commons. This design work included engineering design to facilitate permitting and construction for the plaza, trails, cobbled beach and other typical public space amenities. This contract amendment scope would identify potential opportunities to enhance this original plan with additional amenities along the Ohio riverfront.*

Staff Reporting: Larisa Sims, Assistant City Manager

Recommendation: Approve Order/Resolution

PROJECT UPDATES:

- City Website Analytics – Liz Barlik, Public Information Officer
- Riverfront Development CMAQ Award – Larisa Sims, Assistant City Manager

Next regularly scheduled Legislative Commission Meeting: 6:00 PM, Tuesday, October 20, 2015.

Next regularly scheduled Caucus Meeting: 6:00 PM, Tuesday, October 13, 2015.

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT

DRAFT