



**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, JUNE 16, 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 May 28, 2015, (or motion to dispense with reading and approve minutes).

PRESENTATIONS:

- Public Hearing: 2013 Edward Byrne Memorial Justice Assistance Grant budget – Lt. Col. Rob Nader

ITEMS FOR CONSIDERATION:

OLD BUSINESS – SECOND 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 ADMINISTRATION AND INTELLIGENCE DIRECTOR AND ESTABLISHING A SALARY FOR THE POSITION.** *Under the supervision of the Police Chief, this position will organize, supervise and direct*

budgetary and intelligence related work for the Department. This civilian, non-hazardous duty position will be responsible for revenue and expenditure forecasting and analysis for the Police Department. He/she will develop and manage financial procedures, policies and guidelines as well as review grant applications, oversee grant expenditures, and review grant reporting. The Administration and Intelligence Director will be responsible for research and analysis of law enforcement data, identification and interpretation of criminal activity, patterns, trends, and forecasting trends to aid in staffing and deployment of the City's sworn law enforcement personnel.

Staff Reporting: Lisa Desmarais, City Operations Director/Bryan Carter, Assistant Police Chief

Recommendation: Approve Ordinance

2. **CONSIDER ORDINANCE NO. O-XX-15 ENTITLED: AN ORDINANCE AUTHORIZING THE ISSUANCE OF 2015 TAX AND REVENUE ANTICIPATION NOTES; APPROVING A FORM OF NOTE; AUTHORIZING DESIGNATED OFFICERS TO EXECUTE AND DELIVER THE NOTES; AUTHORIZING AND DIRECTING THE FILING OF NOTICE WITH THE STATE LOCAL DEBT OFFICER; PROVIDING FOR THE PAYMENT AND SECURITY OF THE NOTES; APPOINTING A PAYING AGENT AND REGISTRAR; CREATING A SINKING FUND; MAKING CERTAIN FEDERAL INCOME TAX COVENANTS IN RESPECT OF THE NOTES; ACCEPTING THE PROPOSAL OF THE NOTE PURCHASER HEREINAFTER SET FORTH FOR THE PURCHASE OF THE NOTES; AND REPEALING INCONSISTENT ORDINANCES, RESOLUTIONS AND ORDERS.**

Staff Reporting: Lisa Goetz, Finance Director

Recommendation: Approve Ordinance

3. **Consider Ordinance No. O-xx-15 entitled: AN ORDINANCE OF THE CITY OF COVINGTON, KENTUCKY AUTHORIZING THE ISSUANCE OF CITY OF COVINGTON, KENTUCKY TAXABLE GENERAL OBLIGATIONS BONDS, SERIES 2015 IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$4,000,000 FOR THE PURPOSE OF FINANCING A PORTION OF THE COSTS OF AN ECONOMIC DEVELOPMENT PROJECT IN THE CITY CENTER COVINGTON DEVELOPMENT AREA; APPROVING THE FORM OF BONDS, AUTHORIZING DESIGNATED OFFICERS TO EXECUTE AND DELIVER THE BONDS; AUTHORIZING AND DIRECTING THE FILING OF NOTICE WITH THE STATE LOCAL DEBT OFFICER; PROVIDING FOR THE PAYMENT AND SECURITY OF**

THE BONDS; CREATING A BOND PAYMENT FUND; MAINTAINING THE HERETOFORE, ESTABLISHED SINKING FUND; AUTHORIZING ACCEPTANCE OF THE BIDS OF THE BOND PURCHASERS FOR THE PURCHASE OF THE BONDS; AND REPEALING INCONSISTENT ORDINANCES.

Staff Reporting: Lisa Goetz, Finance Director

Recommendation: Approve Ordinance

NEW BUSINESS – ORDER/RESOLUTIONS

4. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF ALVIN GARRISON TO THE BOARD OF EXAMINERS FOR POLICE AND FIREFIGHTERS FOR A THREE-YEAR TERM, EFFECTIVE JUNE 17, 2015, AND EXPIRING JUNE 16, 2018.** *Mr. Garrison is the Superintendent of the Covington Independent Schools and has agreed to be appointed to this Board. He will be replacing a member who is unable to accept reappointment.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution

5. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF BRYCE C. RHOADES, ASSISTANT CITY SOLICITOR, EFFECTIVE JUNE 30, 2015.** *Bryce has accepted a position with Adams, Stepner, Woltermann & Dusing in its municipal law group.*

Staff Reporting: Frank Warnock, City Solicitor

Recommendation: Approve Order/Resolution

6. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF DONALD L. WARNER III AS ASSISTANT CITY SOLICITOR, EFFECTIVE JUNE 14, 2015.** *Mr. Warner has been employed by the City as a Law Clerk since September of 2014. He is a member of both the Ohio State Bar and Kentucky State Bar.*

Staff Reporting: Frank Warnock, City Solicitor

Recommendation: Approve Order/Resolution

7. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF JARED HABERMEHL AND BRENT MULLANEY AS POLICE OFFICERS IN THE COVINGTON POLICE DEPARTMENT FOR A TWELVE-MONTH PROBATIONARY PERIOD, EFFECTIVE JULY 12, 2015.** *Both gentlemen are well qualified for the position of Police Officer with the Department. Their hiring will bring the total number of officers to 106.*

Staff Reporting: Bryan Carter, Police Chief

Recommendation: Approve Order/Resolution

8. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF ROBERT L. MEARS, JR. AS A PART-TIME PARK RANGER IN THE COVINGTON POLICE DEPARTMENT, EFFECTIVE JUNE 21, 2015.**

Staff Reporting: Bryan Carter, Police Chief

Recommendation: Approve Order/Resolution

9. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING A CONTRACT WITH JIVASOFT CORPORATION FOR THE ANNUAL FEE FOR SUPPORT AND UPGRADES FOR THE ON DUTY POLICE SCHEDULING SOFTWARE AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT IN AN ANNUAL AMOUNT OF \$1,075.00, PAYABLE FROM GENERAL FUND.** *This software is used for scheduling and time reporting for the Department. This annual renewal of the software will also include upgrades to the system.*

Staff Reporting: Rob Nader, Assistant Police Chief of Operations

Recommendation: Approve Order/Resolution

10. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING A CONTRACT WITH GUARDIAN TRACKING, LLC FOR EMPLOYEE TRACKING SOFTWARE AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT IN AN ANNUAL AMOUNT OF \$2,786.00, PAYABLE FROM GENERAL FUND.** *This software package will provide the Department with a centralized and standard method of documentation to track employee performance and will allow supervisors to record any and all work related happenings of employees.*

Staff Reporting: Rob Nader, Assistant Police Chief of Operations

Recommendation: Approve Order/Resolution

11. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING A CONTRACT WITH TLO ONLINE INVESTIGATIVE SYSTEMS FOR SUBSCRIPTION SERVICES AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT IN AN ANNUAL AMOUNT OF \$1,320.00, PAYABLE FROM GENERAL FUND.** *This on-line subscription investigative tool will be used to perform searches for a wide variety of criminal complaints ranging from threat assessment to fraud prevention and detection.*

Staff Reporting: Rob Nader, Assistant Police Chief of Operations

Recommendation: Approve Order/Resolution

12. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE 2015 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT BUDGET ITEMS AS SUBMITTED BY THE COVINGTON POLICE DEPARTMENT.** *The JAG grant will allow the Department to purchase items that are needed to deploy resources of the Department effectively and efficiently. Items include ATACRAIDS which is a crime analysis tool that extracts calls for service and crimes from various sources of information and combines all information and plots them on a map.*

Staff Reporting: Rob Nader, Assistant Police Chief of Operations

Recommendation: Approve Order/Resolution

13. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN APPLICATION WITH THE KENTUCKY OFFICE OF HOMELAND SECURITY FOR A GRANT FOR THE COVINGTON POLICE DEPARTMENT TO BE USED FOR EQUIPMENT AND PHYSICAL IMPROVEMENT PROJECTS AT POLICE HEADQUARTERS.** *The funds from this grant will be used for projects including SWAT equipment, the Riverfront Security Project, and Police headquarters physical improvements project.*

Staff Reporting: Rob Nader, Assistant Police Chief of Operations

Recommendation: Approve Order/Resolution

14. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION OF THE CITY OF COVINGTON, KENTUCKY ACCEPTING, ADOPTING AND APPROVING THE NEEDS ASSESSMENT REPORT IDENTIFYING THE FUTURE CABLE-RELATED COMMUNITY NEEDS AND**

INTERESTS OF THE CITY IN CONNECTION WITH THE RENEWAL OF THE CABLE TELEVISION FRANCHISE PRESENTLY HELD BY INSIGHT KENTUCKY PARTNERS, II, L.P.

Staff Reporting:

Recommendation: Approve Order/Resolution

15. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE BID OF RAINBOW ENVIRONMENTAL SERVICES, INC. FOR ASBESTOS INSPECTION OF VACANT RESIDENTIAL PROPERTIES SLATED FOR DEMOLITION, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH RAINBOW ENVIRONMENTAL SERVICES, INC. IN AN AMOUNT OF \$15,220.00, PAYABLE FROM CAPITAL FUND.** *The City is required, by EPA standards, to test any properties that are slated for demolition and remove any asbestos prior to demolition. There are 54 properties slated for demolition that need asbestos inspection.*

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

Recommendation: Approve Order/Resolution

16. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING A CHANGE ORDER TO THE CONTRACT WITH EATON ASPHALT FOR ADDITIONAL RESURFACING WORK, IN AN AMOUNT NOT TO EXCEED \$30,000.00, PAYABLE FROM CAPITAL FUND.** *Since the original contract was signed with Eaton, three other projects have come up that need attention: 1) Bent Tree is a street in South Covington that is in very poor condition which will be repaired; 2) Alley off Pershing that the City owns and is also in poor condition and needs resurfacing; and 3) Third Street from Madison to Scott where there was a water main break. The Water District has repaired the break and will reimburse the City for the cost of resurfacing.*

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

Recommendation: Approve Order/Resolution

17. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING OWNERSHIP AND MAINTENANCE OF THE RIGHT-OF-WAY OF MAGELLAN WAY FROM KY 16 TO THE FIDELITY CAMPUS FROM THE KENTUCKY TRANSPORTATION CABINET.** *Magellan Way is a City road and the right-of-way in question is approximately 8.10 acres. This is*

standard process and will clean up the paperwork associated with the changes that were made in the past.

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

Recommendation: Approve Order/Resolution

18. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION GRANTING AN EASEMENT TO DUKE ENERGY FOR EQUIPMENT NECESSARY FOR THE PLACEMENT OF UNDERGROUND UTILITIES ON ELECTRIC ALLEY AND A PORTION OF FIFTH STREET.** *In order to place the utilities on Electric Alley underground, Duke will need to install a pit, a concrete pad, and two transformer pads in the Fifth Street parking lot. Placing the utilities underground is the first phase of the Electric alley project that will create a more pedestrian friendly path in this area.*

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

Recommendation: Approve Order/Resolution

19. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE ADOPTION OF THE ANNUAL RISK ASSESSMENT AND INTERNAL AUDIT PLAN FOR FISCAL YEAR 2015-2016.**

Staff Reporting: Greg Crump, Internal Auditor

Recommendation: Approve Order/Resolution

20. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING UPDATES TO THE CITY'S PURCHASING POLICIES AND PROCEDURES.** *Changes to the policy were needed to define uses of city funds with respect to small expenditures and to promote consistency across departments with respect to these expenditures.*

Staff Reporting: Greg Crump, Internal Auditor

Recommendation: Approve Order/Resolution

21. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A SETTLEMENT AGREEMENT WITH DEBORAH ENNEKING AND STEPHEN A. ENNEKING.** *In July of 2006, the City made an economic development loan to the Ennekings to help fund the opening of a children's store on Main Street. The Ennekings pledged real property they own in Indiana as*

collateral for the loan. However, the business closed and they were in default of their obligations.

Staff Reporting: Frank Warnock, City Solicitor/Assistant City Manager

Recommendation: Approve Order/Resolution

22. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING A DIVERSITY STATEMENT FOR THE CITY OF COVINGTON.**

Staff Reporting: Frank Warnock, City Solicitor

Recommendation: Approve Order/Resolution

23. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE 2015-2016 CERTIFIED LOCAL GOVERNMENT GRANT IN AN AMOUNT OF \$3,000.00 TO BE USED FOR THE NORTHERN KENTUCKY RESTORATION PROJECT.**

Staff Reporting: Emily Ahouse, Preservation and Planning Specialist

Recommendation: Approve Order/Resolution

24. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE 2015-2016 CERTIFIED LOCAL GOVERNMENT GRANT IN AN AMOUNT OF \$2,000.00 TO BE USED FOR PHASE II OF THE PEASELBERG NATIONAL REGISTER NOMINATION.**

Staff Reporting: Emily Ahouse, Preservation and Planning Specialist

Recommendation: Approve Order/Resolution

25. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE 2015-2016 CERTIFIED LOCAL GOVERNMENT GRANT IN AN AMOUNT OF \$6,000.00 TO BE USED FOR THE NORTHERN KENTUCKY PRESERVATION VIDEO TAKE 3.**

Staff Reporting: Emily Ahouse, Preservation and Planning Specialist

Recommendation: Approve Order/Resolution

26. Consider Resolution No. R-xx-15 entitled: **A RESOLUTION BY THE CITY OF COVINGTON, KENTUCKY DEVELOPMENT PROPERTIES**

CORPORATION GRANTING AN EASEMENT TO DUKE ENERGY FOR THE EXECUTION OF CERTAIN IMPROVEMENTS AND THE INSTALLATION OF UNDERGROUND UTILITIES AT 15-21 EAST FIFTH STREET. *In order to place the utilities on Electric Alley underground, Duke will need to install a pit, a concrete pad, and two transformer pads in the 5th Street parking lot. Placing the utilities underground is the first phase of the Electric alley project that will create a more pedestrian friendly path in this area.*

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

Recommendation: Approve Order/Resolution

- 27. Resignation
- 28. Vision Statement

PROJECT UPDATE: Update on initial implementation of the Randolph Park Improvements Project - Natalie Gardner, Programs and Strategic Projects Manager

Next regularly scheduled Commission Meeting: Tuesday, July 21, 2015, 6:00 P.M.

A Caucus meeting is scheduled for 6:00 p.m., Tuesday, June 23, 2015, in Commission Chambers.

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT