

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, September 13, 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, September 13, 2016, at 6:00 p.m., in Commission Chambers, 20 West Pike Street, Covington, Kentucky.

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

**MOTION** of Commissioner Frank, seconded by Commissioner Huizenga to dispense with the reading of and approve the minutes of the August 23, 2016, meeting.

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

**PRESENTATIONS** – No presentations were scheduled.

**NEW BUSINESS – FIRST READING OF ORDINANCES**

**INNOVATION ALLEY**

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

AN ORDINANCE NAMING THE ALLEY THAT RUNS EAST TO WEST BETWEEN WASHINGTON AVENUE AND RUSSELL STREET, NORTH OF PIKE STREET AND SOUTH OF SIXTH STREET, "INNOVATION ALLEY".

**First Reading, No Vote**

**CREATE POSITIONS**

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

AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, TO CREATE THE POSITIONS OF PART-TIME BUSINESS ANALYST FIRE DEPARTMENT AND PART-TIME BUSINESS ANALYST DEPARTMENT OF PUBLIC IMPROVEMENTS.

**First Reading, No Vote**

**OLD BUSINESS – SECOND READING OF ORDINANCES**

**GARRARD STREET** – The State-owned parking lot at 4<sup>th</sup> and Garrard has recently been blocked off and the residents in that block of Garrard have no off-street parking. Making this block one-way will create about 15 on-street parking spaces.

**COMMISSIONERS ORDINANCE NO. O-24-16**

AN ORDINANCE AMENDING CHAPTER 76 TRAFFIC SCHEDULES, SCHEDULE I THROUGH STREETS AND SCHEDULE II ONE WAY STREETS AND ALLEYS, TO RECLASSIFY GARRARD STREET BETWEEN FOURTH STREET AND FIFTH STREET AS A NORTHBOUND ONE WAY STREET.

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

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**NEW BUSINESS – ORDER/RESOLUTIONS**

**RESIGNATION** – Officer Merrell has accepted employment with another police agency.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-276-16**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF DANIEL MERRELL, POLICE OFFICER, EFFECTIVE SEPTEMBER 11, 2016.

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

**RETIREMENT** – Engineer Horn has served the citizens of Covington since September 1996. He was promoted to Engineer where he served on Rescue 1 and most recently in South Covington as an Engineer on Pumper 5.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-277-16**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION FOR RETIREMENT OF ENGINEER DAVE HORN FROM THE COVINGTON FIRE DEPARTMENT, EFFECTIVE SEPTEMBER 30, 2016.

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

**RESIGNATION** – Mr. Milz has done an excellent job during the time he has been with the City and will be missed. He has accepted the position of Assistant City Manager with Colerain Township.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-278-16**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF GEOFF MILZ, DEVELOPMENT MANAGER, EFFECTIVE SEPTEMBER 27, 2016.

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

**JOB DESCRIPTION**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-279-16**

AN ORDER/RESOLUTION AMENDING THE JOB DESCRIPTION FOR THE POSITION OF DEVELOPMENT MANAGER.

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

**APPOINTMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-280-16**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF DONALD WARNER AS DEVELOPMENT MANAGER IN THE

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COVINGTON DEPARTMENT OF DEVELOPMENT, EFFECTIVE  
SEPTEMBER 14, 2016.

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

**APPOINTMENT** – As part of the recent reorganization, the position of Code Enforcement Manager was created. Staff recommends Tom McDaniel and believes that he will do an outstanding job in this new position.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-281-16**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF TOM MCDANIEL AS FIRE/RENTAL INSPECTOR IN THE FIRE DEPARTMENT, EFFECTIVE SEPTEMBER 14, 2016, AND APPROVING THE EMPLOYMENT OF TOM MCDANIEL AS CODE ENFORCEMENT MANAGER IN THE COVINGTON DEPARTMENT OF DEVELOPMENT, EFFECTIVE SEPTEMBER 14, 2016.

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

**JOB DESCRIPTION** – A part-time Business Analyst position was approved in the FT 17 budget for the Department of Public Improvements (DPI).

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-282-16**

AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF PART-TIME BUSINESS ANALYST IN THE DEPARTMENT OF PUBLIC IMPROVEMENTS.

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

**EASEMENT** – This construction is for the new Devou Park Golf Course Clubhouse. There is an existing water main easement; however, the water main is being relocated and extended for the new clubhouse. This will allow NKWD to have access for future maintenance.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-283-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN EASEMENT AGREEMENT WITH THE NORTHERN KENTUCKY WATER DISTRICT FOR THE DEVOU PARK CLUBHOUSE.

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

**DEVELOPMENT PLAN**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-284-16**

AN ORDER/RESOLUTION APPROVING A DEVELOPMENT PLAN FOR ANNIE HARGRAVES AND BASIL LEWIS PARKS IN THE OLD SEMINARY SQUARE NEIGHBORHOOD.

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

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

**BUSINESS DEVELOPMENT PLAN** – Huntington Bank is proposing to relocate 117 employees from Crestview Hills to their building at 6<sup>th</sup> and Madison Avenue, bringing their total number of employees in Covington to 133. The City's Loan Committee review the bank's application for a Jobs Development Incentive and voted unanimously to recommend approval of a 5-year, 1% Covington Jobs Development Incentive to apply only to the new jobs added by the bank.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-285-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A BUSINESS DEVELOPMENT AGREEMENT WITH HUNTINGTON BANCSHARES INCORPORATED dba HUNTINGTON NATIONAL BANK TO PROVIDE BUSINESS INCENTIVES PURSUANT TO THE CITY OF COVINGTON CODE OF ORDINANCES CHAPTER 116.

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

**RIVERFRONT COMMONS** – The base plan for Riverfront Commons has been designed and is being reviewed by the U.S. Army Corps of Engineers. The adoption of the plan is needed so that fundraising can begin to help fill the funding gap.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-286-16**

AN ORDER/RESOLUTION ADOPTING THE RIVERFRONT OPPORTUNITIES PLAN THAT WAS DESIGNED BY HUMAN NATURE AND WOOLPERT FOR RIVERFRONT COMMONS.

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

**MAINSTRASSE PARKING PLAN** – The original parking plan was implemented in April 2016. The City staff has received feedback from the residents and businesses and recommends a few changes to improve the efficiency of the system and better utilize the parking.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-287-16**

AN ORDER/RESOLUTION AMENDING THE MAINSTRASSE PARKING PLAN (O/R-311-15) AND AUTHORIZING THE PURCHASE OF THREE NEW PAY STATIONS TO GO ALONG WITH THE NEW PLAN.

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

**PARKING AGREEMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-288-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A PARKING AGREEMENT AND ALL OTHER NECESSARY DOCUMENTS WITH DAVID VON BOKERN, JR., dba DAVON AUTO, LLC FOR THE CITY-OWNED PARKING LOT AT 20-30 WEST 8<sup>th</sup> STREET.

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

**SMALL BUSINESS PROGRAM** – The Covington Economic Development Authority met to consider implementation of a small business program payable with CEDA/Fund 21 funds. After discussion, CEDA vote unanimously to recommend approval of the use of up to \$36,000 to implement the program that includes historic Ritte's Corner in Latonia.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-289-16**

AN ORDER/RESOLUTION APPROVING THE FY2017 SMALL  
BUSINESS PROGRAM AND TO ALLOCATE UP TO \$36,000 FOR ITS  
IMPLEMENTATION.

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

**LICENSE AGREEMENT** – Technology Towers, LLC approached the city with a request to establish a new designated smoking are in the City-owned garage at RiverCenter Tower which will consolidate smoking in the garage to a single location.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-290-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY  
MANAGER TO ENTER INTO A LICENSE AGREEMENT WITH  
TECHNOLOGY TOWERS, LLC FOR SPACE IN THE CITY-OWED  
GARAGE AT RIVERCENTER TOWERS FOR USE AS A DESIGNATED  
SMOKING AREA.

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

**COMPLIANCE POLICY** – Given the increasing complexity of the federal tax law, the City will need to formally adopt a series of policies and procedures concerning its tax-exempt debt.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-291-16**

AN ORDER/RESOLUTION ADOPTING A POST-ISSUANCE TAX-  
EXEMPT DEBT COMPLIANCE POLICY FOR THE CITY OF  
COVINGTON, FINANCE DEPARTMENT IN COMPLIANCE WITH  
FEDERAL TAX EXEMPT REQUIREMENTS OF STATE AND LOCAL  
BONDS (26 USC §§ 141 TO 150).

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

**ACCEPT BID**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-292-16**

AN ORDER/RESOLUTION AWARDING THE FIRE APPARATUS BID TO  
SEAGRAVES FIRE APPARATUS, REJECTING ALL OTHER BIDS, AND  
AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A  
CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH

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SEAGRAVES FIRE APPARATUS TO ORDER TWO (2) PUMPER TRUCKS FOR AN AMOUNT NOT TO EXCEED \$1,387,972.00, AND ONE (1) AERIAL LADDER TRUCK FOR AN AMOUNT NOT TO EXCEED \$1,099,976.00, PAYABLE FROM THE FLEET, EQUIPMENT, TECHNOLOGY, FACILITIES, AND OTHER CAPITAL PROJECTS FUND.

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

**ACCEPT BID**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-293-16**

AN ORDER/RESOLUTION AWARDING THE AMBULANCE BID TO FIRST PRIORITY EMERGENCY VEHICLES, REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH FIRST PRIORITY EMERGENCY VEHICLES TO ORDER TWO (2) AMBULANCES FOR AN AMOUNT NOT TO EXCEED \$487,768.00, PAYABLE FROM THE FLEET, EQUIPMENT, TECHNOLOGY, FACILITIES, AND OTHER CAPITAL PROJECTS FUND.

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

**REQUEST FOR PROPOSALS** – Fire fleet equipment to be financed should not amount to more than \$3,000,000.00 for calendar year 2017.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-294-16**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR FIRE EQUIPMENT FINANCING TO FACILITATE THE PURCHASE OF CERTAIN CITY VEHICLES AND EQUIPMENT.

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

**SAFER GRANT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-295-16**

AN ORDER/RESOLUTION ACCEPTING THE SAFER GRANT FOR STAFFING IN THE COVINGTON FIRE DEPARTMENT.

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

**NATIONAL RECOVERY MONTH** – Every September, Substance Abuse and Mental Health Services Administration sponsors Recovery Month to increase awareness and understanding of mental and substance use disorders and celebrate the people who recover.

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**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-296-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ADOPT SEPTEMBER AS "NATIONAL RECOVERY MONTH".

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

**CONCEPT PLAN FATHER HANSES PARK**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-297-16**

AN ORDER/RESOLUTION APPROVING THE CONCEPT PLAN FOR THE REDEVELOPMENT OF FATHER HANSES PARK IN THE LEWISBURG NEIGHBORHOOD.

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

**APPOINTMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-298-16**

AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF AMY V. MCINTOSH TO THE URBAN FORESTRY BOARD FOR A THREE-YEAR TERM, EFFECTIVE SEPTEMBER 14, 2016, AND EXPIRING SEPTEMBER 13, 2019.

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

**ADJOURNMENT**

Mayor Carran adjourned the meeting at 9:20 p.m.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

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