



**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, JANUARY 12, 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 December 15, 2015 and January 5, 2016, (or motion to dispense with reading and approve minutes).

PRESENTATIONS:

None

ITEMS FOR CONSIDERATION:

OLD BUSINESS – SECOND READING OF ORDINANCES

1. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE AMENDING ORDINANCE NO. O-41-15 TO REFLECT THE FINAL SPECIAL ASSESSMENT AMOUNT TO BE LEVIED AGAINST THE SUBJECT PROPERTY AND THE FINAL TERMS OF THE EPAD PROJECT BASED UPON THE CLOSING DOCUMENTS EXECUTED ON DECEMBER 17, 2015.** *From the initial reading of O-41-15 to the close of the transaction, several costs were adjusted resulting in a decrease in the special assessment against the property. Specifically, the initial authorization was for the City to levy and collect an amount equal to \$74,090.51 whereas the actual amount of the assessment is \$71,328.73.*

Staff Reporting: Don Warner, Assistant City Solicitor

Recommendation: Approve Ordinance. Approval finalizes the actual costs attributable to the special assessment against the property.

NEW BUSINESS – ORDER/RESOLUTIONS

2. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION FOR RETIREMENT OF DETECTIVE JIM COOTS OF THE COVINGTON POLICE DEPARTMENT, EFFECTIVE DECEMBER 31, 2015.** *Detective Coots has 27 years of experience with the Covington Police Department. He has led a distinguished career and has served as Patrol Officer, Field Training Officer, DUI Enforcement Officer, Domestic Abuse and Criminal Investigations Detective, SWAT Team Leader, Narcotics Investigator, and FBI Safe Streets Task Force Member responsible for investigating violent crime in the City. Jim will surely be missed.*

Staff Reporting: Bryan Carter, Police Chief

Recommendation: Approve Order/Resolution. Approval accepts the resignation for retirement purposes of Detective Jim Coots. He has served the citizens and City in a highly effective manner and is to be commended for his many years of dedicated service to law enforcement.

3. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF LORI HILL AS PART-TIME COMMUNITY SERVICES CLERK, AT AN HOURLY RATE OF \$23.00, EFFECTIVE JANUARY 13, 2016.** *Over 400 applications were received for this position and phone interviews and personal interviews were conducted. Staff believes that Lori, with her background, is the most qualified for the position.*

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

Recommendation: Approve Order/Resolution. Approval fills a new part-time position that was created in the FY 2015-2016 annual budget that replaces a full time administrative assistant position in the Community Services Division, reducing overall personnel costs.

4. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR A DESIGN CONSULTANT TO DEVELOP THE STORM WATER PLANS WITHIN THE POINTE BENTON SUBDIVISION NEEDED TO COMPLY WITH COURT ORDERS.** *The City has been in litigation with the Hershner estate for a number of years and the court has recently made a final determination. As part of the decision, the City is required to implement a storm water management system throughout the subdivision and create a new detention basin. The publication of this RFP is the first step in the process.*

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

Recommendation: Approve Order/Resolution. Approval allows the City to issue a Request for Proposals for a design consultant for the next round of storm water

improvements in the Peaselburg neighborhood to reduce flooding there. The construction costs for these improvements will also be eligible for the Sanitation District's 50/50 cost share program, making very economical use of the City's capital dollars.

5. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION DECLARING THE CITY-OWNED PARCEL WITH PIDN 056-31-10-011.00 AS SURPLUS REAL PROPERTY, PURSUANT TO KRS 82.083(3)(b) AND APPROVING THE TRANSFER OF THE PARCEL VIA QUIT CLAIM DEED TO LOUIS A. GROUT.** *This is a City-owned parcel of land behind 111 East 33rd Street that is completely landlocked and has no useful purpose for the City. Mr. Grout has contacted the City and is interested in acquiring the land and consolidating it with his existing adjacent property. The property can be disposed of for economic development purposes and will return to tax producing status.*

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

Recommendation: Approve Order/Resolution. Approval returns this landlocked City owned parcel to the property tax rolls and allows a business in Latonia to use it for economic development purposes.

6. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR THE CONSTRUCTION OF A RETAINING WALL ALONG RIVERSIDE DRIVE.** *Riverside Drive has gradually begun to erode toward the Ohio River with each additional flood that occurs. Thelen and Woolpert were hired to design a fix that would stabilize the hillside and a tie back retaining wall has been designed and the plans are nearly complete. As soon as USACE approves the plan, construction can begin.*

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

Recommendation: Approve Order/Resolution. Approval allows the City to issue a Request for Proposals for the construction of a retaining wall along Riverside Drive that will stabilize the hillside there. This retaining wall will also be utilized in a future phase of the Riverfront Commons project.

7. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AMENDING O/R-144-15 TO AWARD HENDY, INC. THE ANNUAL CONCRETE MAINTENANCE CONTRACT AND TO AUTHORIZE THE CITY TO DESIGNATE HENDY, INC. TO PERFORM VARIOUS CONCRETE MAINTENANCE PROJECTS USING ITS PER UNIT BID PRICES FOR A TOTAL AWARD AMOUNT NOT TO EXCEED \$3,000,000.00, PAYABLE FROM CDBG FUNDS, MUNICIPAL ROAD AID FUNDS, CAPITAL BOND FUNDS, DEVOU PARK MASTER PLAN FUNDS, AND DEVOU TRUST FUNDS.** *The City's annual concrete maintenance contract was based upon the fact that Hendy, Inc. provided the lowest per unit bid price in response to the city's RFQ. The terms of the RFQ contemplated designating Hendy to perform numerous*

concrete maintenance projects throughout the city for a total amount not to exceed \$3,000,000. Several of the projects that Hendy completes at its competitively bid unit price include projects that are funded by Devou Trust and Devou Park Master Plan (Drees Pavilion) funds, taking advantage of the low unit prices. In addition, this allows the low unit price to be extended to the upcoming \$1.3 million in sidewalk improvement projects in north Covington.

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

Recommendation: Approve Order/Resolution. Approval allows the City to proceed with additional pavement and sidewalk projects in the City at the competitively bid low unit prices by Hendy.

8. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE PAYMENT OF \$12,441.10 TO HALE CONTRACTORS FOR A CHANGE ORDER RELATED TO FOR PHASE II OF THE PEASELBERG DETENTION BASIN PROJECT, PAYABLE FROM THE CAPITAL BOND FUND.** *There were some unanticipated items that came up during the construction process including: extra work to tie into the existing sewer, raising the manhole to match the new grade, realigning pole to avoid utility pole; and using a straw blanket in the basin because grass seed wouldn't hold. The original contract with Hale was \$349,817 and the final billed amount was \$362,328.10.*

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

Recommendation: Approve Order/Resolution. Approval allows the City to pay for final change orders to Hale Contractors for Phase II of the Peaselburg Detention Basin project that has been completed.

9. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE AN AMENDMENT TO THE MASTER DEVELOPMENT AGREEMENT BETWEEN THE CITY OF COVINGTON, THE COVINGTON ECONOMIC DEVELOPMENT AUTHORITY, INC., AND 730 WASHINGTON, LLC.** *Since the execution of the Master Development agreement for the Duveneck project, additional project details have been worked out which necessitate an update to the agreement. Additions to the agreement include: 1) payment of development related costs; 2) parking availability; and 3) use of industrial revenue bonds.*

Staff Reporting: Larisa Sims, Assistant City Manager for Development

Recommendation: Approve Order/Resolution. Approval amends the Master Development Agreement between the City and the Covington Economic Development Authority, Inc and the Duveneck developer, 730 Washington, LLC, adding details about payment of development related costs, parking availability and use of industrial revenue bonds.

10. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE DISBURSEMENT OF FUNDS, PURSUANT TO**

SECTION 5.1 OF THE FISCAL STABILITY ORDINANCE, FOR THE FOLLOWING PROJECTS AND AMOUNTS: CATCH BASIN REPAIR (\$100,000); STREET STRIPING (\$65,000); AND ROLLING HILLS DRIVE RECONSTRUCTION (\$150,000), PAYABLE FROM THE FISCAL STABILITY INFRASTRUCTURE FUND. *These projects have been approved and budgeted for from the Fiscal Stability's Infrastructure fund.*

Staff Reporting: Rick Davis, Department of Public Improvements Director/Assistant City Engineer

Recommendation: Approve Order/Resolution. Approval allows the City to proceed with \$315,000 of infrastructure improvements utilizing funds from the newly established Infrastructure Fund that was created by the Fiscal Stability Ordinance approved by the City Commission in December of 2015. These are not borrowed funds or bond funds. They are part of the \$1.8 million of carryover funds from last year's budget. The funds will be using for street striping city wide, the next phase of street reconstruction of Rolling Hills Drive in South Covington industrial area, and repair and replacement of City catch basins that will also help to alleviate certain flooding in heavy rain events.

11. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH OPENGOV, INC. FOR THE IMPLEMENTATION AND SUBSCRIPTION OF INTELLIGENCE & TRANSPARENCY SOFTWARE IN AN AMOUNT OF \$31,000.00 PAYABLE FROM GENERAL FUND.** *OpenGov is a single source provider of software that provides data analysis and reporting both for internal use and for the public. OpenGov is in partnership with our current financial software provider and can pull automatically the information to provide the financial information. They can also provide analysis and reporting of many other types of City data from the different departments including Police, Fire, and Economic Development.*

Staff Reporting: Jessica Moss, GIS/Business Analyst

Recommendation: Approve Order/Resolution. Approval allows the City to take the next step in transparency and reporting to citizens, making the City's financial information in particular more accessible and easier to understand than just voluminous spreadsheets on our City website, and in real time. In addition, this new software will allow the City to provide analysis and reporting of other types of City data, such as crime statistics, fire and ambulance runs, pothole repair, and essentially any data that the City compiles, and in real time and much easier to understand formats. This software is already in use locally by the City of Edgewood, and most recently Boone County Fiscal Court is expected to adopt and utilize it.

12. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPOINTING MARK COOK TO THE HOUSING AUTHORITY OF COVINGTON (HAC) BOARD TO FILL THE UNEXPIRED TERM OF DANIEL STREICHER WHOSE TERM WILL EXPIRE APRIL 14, 2018.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval fills a position on the Housing Authority of Covington Board of Commissioners that was vacated by the resignation of Daniel Streicher. Mr. Cook is highly qualified and recommended for appointment.

13. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPOINTING COMMISSIONER BILL WELLS AS THE CITY OF COVINGTON'S REPRESENTATIVE TO THE PLANNING AND DEVELOPMENT SERVICES COUNCIL AND MAYOR SHERRY CARRAN AS THE ALTERNATE REPRESENTATIVE.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution

PROJECT UPDATES:

- Economic Development Update – Geoff Milz, Economic Development Manager
- Website Calendar Update – Liz Barlik, Public Information Officer
- FY 16 Q2 Budget Report – Lisa Desmarais, Interim Finance Director and Operations Director

Next regularly scheduled Legislative Commission Meeting: 6:00 PM, Tuesday, January 26, 2016.

Next regularly scheduled Caucus Meeting: 6:00 PM, Tuesday, January 18, 2016.

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT