



**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, FEBRUARY 23, 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 January 09, 2016 (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-x-16 entitled: **AN ORDINANCE APPROVING A TEXT AMENDMENT TO THE OFFICIAL ZONING ORDINANCE OF THE CITY OF COVINGTON, KENTUCKY, (O-37-06) TO DESIGNATE SECONDHAND STORES IN THE COMMERCIAL-NEIGHBORHOOD (CN) ZONING DISTRICT AS A CONDITIONAL USE.** *In order to enable redevelopment on Washington Avenue, the developer is facilitating the search to find appropriate and permitted sites for an existing business. A location was found for Be Concerned, but a text amendment is necessary for its move to this location.*

Staff Reporting: Larisa Sims, Assistant City Manager for Development
First Reading, No Vote

NEW BUSINESS – ORDER/RESOLUTIONS

2. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF BRAD SCHWENKE AS PARKS AND FACILITIES SUPERVISOR IN THE DEPARTMENT OF PUBLIC IMPROVEMENTS, EFFECTIVE MARCH 7, 2016.** *137 applications were received for this position with 12 applicants chosen for interviews. Mr. Schwenke has been the Parks Superintendent for Boone County Fiscal Court for the past 10 years, overseeing 24 parks, 56 ballfields, and 48 soccer fields. He has a National Playground Safety Certificate, a Class A Commercial Driver's License, and a Commercial Pesticide Applicator license. He attended the Parks Maintenance Management School at Ogle Bay in Wheeling, West Virginia. He also has a Bachelor of Science degree from Eastern Kentucky University in Turf Grass Management with a Minor in Business. He is extremely well qualified for this position.*

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

Recommendation: Approve Order/Resolution. Mr. Schwenke is highly qualified and recommended for this appointment. He is filling the vacant position at the Department of Public Improvements created when Bill Matteoli was appointed Assistant Project Engineer in Community Services Division.

3. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF ETHAN C. LIVINGOOD AND JAMES A. ENDICOTT AS PATROL OFFICERS GRADE I IN THE COVINGTON POLICE DEPARTMENT, EFFECTIVE APRIL 24, 2016.**

Staff Reporting: Bryan Carter, Police Chief

Recommendation: Approve Order/Resolution. Mr. Livingood and Mr. Endicott are highly qualified and recommended for appointment. Mr. Endicott currently works at the Boone County Public Safety Communications Center. Mr. Livingood has a Bachelor of Science degree in Finance with a Minor in Business Administration from NKU with an impressive overall GPA of 3.358 out of 4.0 possible.

4. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ADOPTING THE PARKING PLAN FOR THE MUTTER GOTTES NEIGHBORHOOD, EFFECTIVE MARCH 1, 2016.** *City staff collected data and feedback from the residents and held two public meetings to get a consensus*

on the plan. The plan is an attempt to address all of the concerns that have been brought up to date. This plan will be implemented in March at the same time as the MainStrasse parking plan.

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

Recommendation: Approve Order/Resolution. Approval allows the parking plan for Mutter Gottes Neighborhood to be implemented. This plan will help the Neighborhood absorb the changes in parking patterns created by the Mainstrasse Parking Plan that was approved last year. City staff are to be commended for the great amount of public engagement and meeting with and listening to residents' concerns and changes made in response to accommodate those concerns that are reflected in this plan.

5. 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 GRW FOR THE RECONSTRUCTION OF RIVERCENTER BOULEVARD FROM THIRD STREET HEADING 1100 FEET EAST TOWARD MADISON AVENUE, TYING INTO THE EXISTING CONCRETE PAVEMENT, AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$83,550.00, PAYABLE FROM SNK FUNDS (80%) AND CDBG FUNDS (20%).** *This project was one of the two SNK projects that were awarded to the City. The estimated \$891,000 project will include complete pavement replacement, sidewalk widening along the IRS property, new pedestrian lighting and new landscaping.*

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

Recommendation: Approve Order/Resolution. Approval allows the City to utilize \$712,800 of federal transportation dollars awarded to the City by OKI for important street and sidewalk reconstruction in the downtown area. This project makes vehicular and pedestrian connections safer and more attractive between the hotels, the Northern Kentucky Convention Center and commercial areas in the same vicinity. With this most recent award of OKI funding, the total federal transportation dollars received over the past five years that the City has been able to leverage from OKI is more than \$5 million. In addition, the City's 20% required match for this project is from the annual CDBG allocation of federal dollars from HUD.

6. 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 CT CONSULTANTS FOR THE RECONSTRUCTION OF LATONIA AVENUE FROM SOUTHERN AVENUE TO JUST EAST OF WEST 36TH STREET, AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$78,000.00, PAYABLE FROM SNK FUNDS (80%) AND CDBG FUNDS (20%).** *This project estimated to cost \$785,000 was the other SNK project*

awarded to the City. It will include complete pavement and sidewalk replacement.

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

Recommendation: Approve Order/Resolution. Approval allows the City to utilize \$628,000 of federal transportation dollars awarded to the City by OKI for complete reconstruction of Latonia Avenue. This project reconstructs an important commercial corridor in Latonia. With this most recent award of OKI funding, the total federal transportation dollars received over the past five years that the City has been able to leverage from OKI is more than \$5 million. In addition, the City's 20% required match is from the annual CDBG allocation of federal dollars from HUD

7. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR THE REMOVAL OF SIDEWALK TRIP HAZARDS.** *This is one of the initial projects included in the North Covington sidewalk strategy. A full inventory was completed along the priority pedestrian routes that were identified. This scope will cover all of the trip hazards that are $\frac{3}{4}$ inch or greater and can be abated by grinding.*

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

Recommendation: Approve Order/Resolution. Approval allows the Request for Proposals to be issued, and the City's North Covington sidewalk strategy to proceed. The City's sidewalk plans in South Covington and Latonia have been completed, totaling more than \$2.5 million in new sidewalks in those neighborhoods.

8. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR THE ANNUAL RESURFACING PROGRAM.** *The City has been divided into three geographic areas and resurfacing occurs in one of the three areas on a three-year rotating basis. This year will be focused on Area 3 which includes Latonia and the eastern half of South Covington.*

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

Recommendation: Approve Order/Resolution. Approval allows the Request for Proposals to be issued so the City's Annual Resurfacing Program can proceed. The funding source is the state's Municipal Road Aid funds, and the annual CDBG funding allocation. New concrete curb ramps at intersections in Area 3 to meet ADA standards will be completed in advance of the resurfacing work for a very complete and more accessible final product.

9. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR REPAIRS AND RENOVATIONS IN THE EXISTING OUTDOOR**

RESTROOMS AT RANDOLPH PARK. *Both restrooms at Randolph Park have been closed down for at least five years. The RFP will be published looking for a contractor to repair and renovate the existing structures.*

Staff Reporting: Larisa Sims, Assistant City Manager for Development

Recommendation: Approve Order/Resolution. Approval allows the City to issue a Request for Proposals to continue Randolph Park improvements, specifically the repair and renovation of restrooms in this phase including new bathroom fixtures, ventilation, handicap rails, lighting, doors, floor restoration and painting.

10. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE MASTER DEVELOPER AGREEMENTS WITH ANY COMMUNITY-BASED DEVELOPERS WHO ARE DETERMINED TO BE QUALIFIED ACCORDING TO RELEVANT CRITERIA TO PARTICIPATE IN THE COVINGTON COMMUNITY DEVELOPER INITIATIVE (“CCDI”).** *To build upon the impact of CCDI and to refine aspects of the program that may need to be adjusted, this new phase of the program will pre-qualify developers on a rolling basis. This pre-qualification process will allow staff to communicate regularly with the qualified developers regarding vacant and abandoned properties that may qualify for the program and then move swiftly to return these properties to productive use through the foreclosure process.*

Staff Reporting: Donald Warner, Assistant City Solicitor

Recommendation: Approve Order/Resolution. Approval allows the City to carry out Master Developer Agreements with these Community-Based Developers who have been pre-qualified according to specific criteria in the RFP, and continue refining and improving the Covington Community Developer Initiative program to address vacant and/or abandoned properties.

11. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE REVOCABLE LICENSE AGREEMENTS WITH RENAISSANCE COVINGTON FOR THE INSTALLATION OF CURB’D PARKLETS WITHIN CERTAIN PORTIONS OF THE PUBLIC RIGHT-OF-WAYS THAT ARE ADJACENT TO EACH OF THE FOLLOWING BUSINESSES: LEFT BANK COFFEEHOUSE, (701 GREENUP STREET); STONEY’S VILLAGE TOY SHOPPE, (323 WEST SIXTH STREET); BRAXTON BREWING COMPANY, (27 WEST SEVENTH STREET); CUTMAN BARBERSHOP, (5 WEST PIKE STREET); AND INSPIRADO, (715 MADISON AVENUE).**

Staff Reporting: Emily Ahouse, Planning and Preservation Specialist, and Katie Meyer, Renaissance Covington Executive Director.

Recommendation: Approve Order/Resolution. Approval allows the City to proceed with Revocable License Agreements for installation of Curb’D parklets at five locations in the public right-of-way in the City. The parklets are temporary, for

a period of six months, and intended to generate attention, interest activity and energy in the urban area. Renaissance Covington will implement a performance measurement plan to monitor the success of the parklets.

12. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AMENDING THE JOB DESCRIPTION FOR MICHAEL BARTLETT TO INCLUDE THE RESPONSIBILITIES AS THE CITY'S ALCOHOL BEVERAGE CONTROL ADMINISTRATOR.**

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

Recommendation: Approve Order/Resolution. Approval amends Assistant City Solicitor Michael Bartlett's job description to include responsibility as the City's Alcohol Beverage Control Administrator. He has been performing this duty since the departure of Andy Juengling our Zoning Specialist. Michael has been doing an outstanding job in this role. The responsibility for the City's Alcohol Beverage Control Administration is logically within our Legal Department. There is no additional compensation for this additional responsibility.

13. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING A SPIRIT OF PROGRESS 2016 VISION STATEMENT.** *As the FY 2016-2017 Budget Process begins, City staff asked the Mayor and Commissioners to affirm the Vision Statement they adopted last year. At a recent caucus meeting to discuss this issue, the Mayor and Commissioners suggested minor changes in the Vision Statement.*

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

Recommendation: Approve Order/Resolution. Approval allows the Mayor and Commissioner's Vision Statement to be modified, and the FY 2016-2017 Budget Process to reflect the updated Vision Statement.

PROJECT UPDATES:

- Riverfront Commons Enhancement Study – Larisa Sims, Assistant City Manager for Development

Next regularly scheduled Legislative Commission Meeting: 6:00 PM, Tuesday, March 8, 2016.

Next regularly scheduled Caucus Meeting: 6:00 PM, Tuesday, March 15, 2016.

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT