

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, October 20, 2015 6:00 P.M.**  
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A **REGULAR MEETING** of the Board of Commissioners of the City of Covington, Kentucky, was opened by Mayor Carran, on Tuesday, October 20, 2015, at 6:00 p.m., in Commission Chambers, 20 West Pike Street, Covington, Kentucky.

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

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga to dispense with the reading of and approve the minutes of the October 6 and October 8, 2015, meeting minutes.

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

**NEW BUSINESS – FIRST READING OF ORDINANCES**

**CITY AQUATIC FACILITIES** – Due to age, use and existing conditions, all three aquatic centers require major repairs before next year's pool season can begin. Information was gathered from around the State, both public and private, to investigate options for continuing the operations of the facilities. Research conducted showed that the vast majority of publicly run pools charge for admission. Creating this additional revenue source is the only opportunity to have these repairs completed and ensure the pools receive the necessary repairs.

**COMMISSIONERS' ORDINANCE NO. O-XX-15**

AN ORDINANCE AMENDING CHAPTER 94 OF THE COVINGTON CODE OF ORDINANCES TO ESTABLISH MEMBERSHIP FEES FOR ADMISSION TO CITY AQUATIC FACILITIES.

**First Reading, No Vote**

**CREATE POSITION**

**COMMISSIONERS' ORDINANCE NO. O-XX-15**

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 ZONING AND DEVELOPMENT SPECIALIST AND ESTABLISHING A SALARY FOR THE POSITION.

**First Reading, No Vote**

**OLD BUSINESS – SECOND READING OF ORDINANCES**

**CREATE 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 Department by assisting the Interim Finance Director with day-to-day oversight and management as well as general duties now being performed by the Interim Finance Director.

**COMMISSIONERS' ORDINANCE NO. O-35-15**

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

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POSITION OF SENIOR ACCOUNTING MANAGER AND ESTABLISHING A SALARY FOR THE POSITION.

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

**CREATE 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 that will assist the Operations Director/Interim Finance Director in implementation of COVSTAT that was presented to the Commission earlier this year, which is a City department-wide data management and analysis initiative, for more data-driven decision making by the City Commission.

**COMMISSIONERS' ORDINANCE NO. O-36-15**

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.

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

**SALARY ADJUSTMENT** – 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 difficult to fill and retain seasonal workers and has become very time consuming and costly to select, perform drug testing, and process seasonal employees who do not remain due to the lower than average pay.

**COMMISSIONERS' ORDINANCE NO. O-37-15**

AN ORDINANCE AMENDING COMMISSIONERS' ORDINANCE NO. O-27-13 ESTABLISHING A SALARY RANGE OF \$10.25 TO \$11.25 PER HOUR FOR SEASONAL EMPLOYEES.

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

**NEW BUSINESS – ORDER/RESOLUTIONS**

**AMEND BOND LEASE AGREEMENT** – The City borrowed funds under Lease Agreement through the Kentucky League of Cities in the early 2000's. Under the KLC Lease Financing Program, bonds were issued to provide funds for the Program. Due to changes in the financial markets, it has become necessary to make changes to the terms of those Bonds for the benefit of the Program and the lessees.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-325-15**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE BOND LEASE AGREEMENT GOVERNING THE KENTUCKY LEAGUE OF CITIES FUNDING TRUST PROGRAM REVENUE BONDS, VARIABLE RATE 2002 SERIES A, AND ALL OTHER

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DOCUMENTS NECESSARY TO EFFECTUATE THE AMENDMENT TO THE LEASE AGREEMENT.

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

**AMEND BOND LEASE AGREEMENT** – The City borrowed funds under Lease Agreement through the Kentucky League of Cities in the early 2000's. Under the KLC Lease Financing Program, bonds were issued to provide funds for the Program. Due to changes in the financial markets, it has become necessary to make changes to the terms of those Bonds for the benefit of the Program and the lessees.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-326-15**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT OF THE BOND LEASE AGREEMENT GOVERNING THE KENTUCKY LEAGUE OF CITIES FUNDING TRUST 2005 PRIVATE ACTIVITY BONDS, AND ALL OTHER DOCUMENTS NECESSARY TO EFFECTUATE THE AMENDMENT OF THE LEASE AGREEMENT.

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

**EMPLOYMENT** – Mr. Johnson will be replacing Mr. Balling in the position of Devou Park Ranger.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-327-15**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF JOEL JOHNSON AS A PART-TIME DEVOU PARK RANGER, EFFECTIVE NOVEMBER 1, 2015.

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

**RETIREMENT** – Sergeant Kelley is retiring after 16 years of service to the City and the Department.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-328-15**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION FOR RETIREMENT OF SERGEANT GWEN KELLEY FROM THE COVINGTON POLICE DEPARTMENT, EFFECTIVE OCTOBER 31, 2015.

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

**PROMOTION** – With the retirement of Engineer/EMT Dreyer, Matt is the next person on the Engineer promotional list. He has been with the department since 2010 and has met the requirements for promotion.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-329-15**

AN ORDER/RESOLUTION APPROVING THE PROMOTION OF MATTHEW BROWN FROM FIREFIGHTER/EMT TO ENGINEER/EMT

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IN THE COVINGTON FIRE DEPARTMENT, EFFECTIVE OCTOBER 20, 2015.

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

**MIAMI VALLEY FIRE/EMS ALLIANCE** – The Department currently has three members on the Federal Task Force. The training skills that are required by the task force are perishable and difficult to maintain without routine training. The task force provides our members with the needed training at no cost to us for their personal commitment to be a participating member of the team.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-330-15**

AN ORDER/RESOLUTION AMENDING ATTACHMENT "A" OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF COVINGTON AND THE MIAMI VALLEY FIRE/EMS ALLIANCE TO INCLUDE THE ADDITION OF ASSISTANT CHIEF CHRIS BLACK, LIEUTENANT PAUL WOODRING, AND ENGINEER JIMMY ADAMS AS DESIGNATED MEMBERS OF OHIO TASK FORCE-1.

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

**RESIGNATION** – Mr. Crump was hired by the City in December 2013. He has taken a job with the Jefferson County Public Schools which is closer to his home in Louisville.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-331-15**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF GREG CRUMP, INTERNAL AUDITOR IN THE ADMINISTRATION DIVISION, EFFECTIVE OCTOBER 23, 2015.

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

**RESIGNATION** – Ms. Gardner has been with the City for over eighteen years. In 1997 she was hired full-time as Program Coordinator in the Parks and Recreation Department and will be leaving us as the Programs and Strategic Project Manager. Natalie has been involved in too many projects to list and her knowledge and leadership will be greatly missed.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-332-15**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF NATALIE GARDNER, PROGRAMS AND STRATEGIC PROJECTS MANAGER IN THE DEVELOPMENT DEPARTMENT, EFFECTIVE NOVEMBER 1, 2015.

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

**RESIGNATION** – Mr. Juengling was initially employed by the City as an Economic Development Co-op and was hired in 2011 as the Zoning Specialist. Andy has been instrumental in crafting plans for the city including the Roebling Point Pland and the

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Center City Action plan and he implemented the zoning amendments recommended in those plans to achieve their goals. Andy has taken a position with Liberty Township.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-333-15**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF ANDREW JUENGLING, ZONING SPECIALIST IN THE DEVELOPMENT DEPARTMENT, EFFECTIVE OCTOBER 30, 2015.

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

**RESIGNATION** – Ms. Froelicher has been with the City for a short time and due to unforeseen circumstances, she needs to resign her position.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-334-15**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF AMY FROELICHER, RECREATION SPECIALIST IN THE PROGRAMS AND STRATEGIC PROJECTS DIVISION, EFFECTIVE OCTOBER 21, 2015.

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

**EMPLOYMENT** – With the resignation of Amy Froelicher, this position is again available. Ms. Santos is well qualified for the position and was a strong candidate when this position was posted six months ago.

**COMMISSIONER'S ORDER/RESOLUTION NO. O/R-335-15**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF ROSIE SANTOS AS RECREATION SPECIALIST I THE PROGRAMS AND STRATEGIC PROJECTS DIVISION, EFFECTIVE OCTOBER 21, 2015.

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

**JOB DESCRIPTION**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-336-15**

AN ORDER/RESOLUTION ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF ZONING AND DEVELOPMENT SPECIALIST.

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

**LEASE AGREEMENT** – A very small piece of the basketball court at Annie Hargraves Park is located on CSX property. The City has been paying CSX \$545 per year to lease this area for many years. After many discussions with CSX, staff was able to get them to reduce the lease amount to \$450.00

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-337-15**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A LEASE AGREEMENT WITH CSX FOR CSX-

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OWNED PROPERTY AT ANNIE HARGRAVES PARK FOR A REDUCED ANNUAL LEASE AMOUNT OF \$450.00.

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

**REQUEST FOR PROPOSALS** – This sidewalk is a key connection between the Convention Center and the hotels to the west. It is very narrow and uninviting and this project will widen the sidewalk and bring it into compliance with ADA standards. The City was awarded SNK money to cover 80% of the design and construction costs.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-338-15**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR DESIGN WORK FOR THE WIDENING OF THE SIDEWALK ALONG THE SOUTH SIDE OF RIVERCENTER BOULEVARD AND JOHNSON STREET AND RECONSTRUCTION OF THE ROADWAY BETWEEN MADISON AVENUE AND THIRD STREET.

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

**REQUEST FOR PROPOSALS** – The city previously reconstructed Latonia Avenue from Madison to Southern Avenue. This section is beyond what the normal mill and resurface operation can fix. The City was awarded SNK money to cover 80% of the design and construction costs for this work.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-339-15**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR DESIGN WORK FOR THE RECONSTRUCTION OF LATONIA AVENUE FROM SOUTHERN AVENUE TO THE END OF THE CONCRETE ROAD SECTION WAS OF WEST 36<sup>TH</sup> STREET.

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

**CONTRACT** – The rehabilitation of this single family home will be a continuation of the development that the Housing Authority of Newport has undertaken. The City of Covington serves as the administrator for the NKY Home Consortium.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-340-15**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH ENTRYWAY, INC. FOR THE REHABILITATION OF A SINGLE-FAMILY HOME LOCATED AT 1115 ISABELLA STREET, NEWPORT, KENTUCKY, IN AN AMOUNT NOT TO EXCEED \$102,212.00, PAYABLE FROM PROGRAM YEAR 2015-2016 NORTHERN KENTUCKY HOME CONSORTIUM FUNDS.

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

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**REQUEST FOR PROPOSALS** – Both pools and the waterpark require major repairs before next year's pool season can begin. Repairs must be made in order to bring our pools up to code standards to obtain insurance.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-341-15**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR QUALIFIED CONTRACTORS FOR NECESSARY REPAIR WORK FOR GOEBEL POOL, RANDOLPH POOL, AND THE WATERPARK AT THE BILL CAPPEL COMPLEX.

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

**REQUEST FOR PROPOSALS** – These items will be funded with a private donation and from the forfeiture fund.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-342-15**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR TASERS AND RELATED EQUIPMENT FOR THE POLICE DEPARTMENT.

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

**DEVELOPMENT AGREEMENT TERMINATION** – August Homes owns real property located at 32<sup>nd</sup> Street. In 2004, the City and Augusta entered into a Development Agreement whereby Augusta purchased certain real estate with the understanding that it would be developed as set for in the Agreement. Augusta has only developed and sold one lot, contrary to the parties' anticipated development schedule.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-343-15**

AN ORDER/RESOLUTION APPROVING AN AGREEMENT TO TERMINATE A DEVELOPMENT AGREEMENT WITH AUGUSTA HOME SALES, INC.

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

**ABC ADMINISTRATOR** – With the resignation of Andy Juengling, our current ABC Administrator, a new appointment needs to be made. Mr. Bartlett is the City's Assistant City Solicitor and will be filling this position.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-344-15**

AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF MICHAEL BARTLETT AS THE ALCOHOL BEVERAGE CONTROL ADMINISTRATOR, EFFECTIVE NOVEMBER 1, 2015.

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

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**ABC CONTROL BOARD APPOINTMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-345-15**

AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF POLICE CHIEF BRYAN CARTER TO THE COVINGTON ALCOHOL BEVERAGE CONTROL BOARD, EFFECTIVE OCTOBER 21, 2015.

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

**HALLOWEEN**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-346-15**

AN ORDER/RESOLUTION PROCLAIMING SATURDAY, OCTOBER 31, 2015, BETWEEN THE HOURS OF 6:00 PM AND 8:00 PM, AS THE OFFICIAL "TRICK OR TREAT" CELEBRATION IN THE CITY OF COVINGTON.

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

**ADJOURNMENT**

Mayor Carran adjourned the meeting at 8:25 p.m.

/s/ Sherry Carran  
MAYOR

ATTEST:

/s/ Margaret M. Nyhan  
CITY CLERK

APPROVED: November 10, 2015