

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, November 10, 2015 6:00 P.M.**  
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A **SPECIAL MEETING** of the Board of Commissioners of the City of Covington, Kentucky, was opened by Mayor Sherry Carran on Tuesday, November 10, 2015, at 4:30 p.m., at Commission Chamber, City Hall, 20 West Pike Street, Covington, Kentucky.

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

**NOTICE OF A SPECIAL MEETING**

The undersigned, as Mayor of the City of Covington, Kentucky, hereby gives notice to all of the members of the Board of Commissioners of said City that a Special Meeting of said Board of Commissioners is hereby called and will be convened at 4:30 p.m., at the Commission Chambers, City Hall, 20 West Pike Street, Covington, Kentucky, on Tuesday, November 10, 2015, to meet in closed session pursuant to KRS 61.810(1)(b) deliberations on the future acquisition or sale of real property; KRS 61.810(1)(c) discussions of proposed or pending litigation against or on behalf of the public agency; and KRS 61.810(1)(g) discussions between a public agency and a representative of a business entity and discussions concerning a specific proposal.

WITNESS my hand and seal of said City this 9<sup>th</sup> day of November 2015.



/s/ Sherry Carran  
MAYOR

**ACCEPTANCE AND WAIVER OF NOTICE**

The undersigned, being all of the members of the Board of Commissioners of the City of Covington, Kentucky, do hereby acknowledge receipt of said Notice upon each of us, and do hereby accept said Notice, and do hereby waive any possible informality or irregularity as to time, place, or manner or service of the same upon each of us, and do hereby agree and consent that a special meeting of said Board of Commissioners may be held at the time and place, and for the purposes stated in the foregoing Notice; and that said meeting may be recessed from time to time until such business has been completed.

|                       |                      |  |
|-----------------------|----------------------|--|
| Date: <u>11/10/15</u> | Time: <u>4:30 pm</u> | <u>/s/ Chuck Eilerman</u><br>COMMISSIONER  |
| Date: <u>11/10/15</u> | Time: <u>4:30 pm</u> | <u>/s/ Steve Frank</u><br>COMMISSIONER     |
| Date: <u>11/10/15</u> | Time: <u>4:30 pm</u> | <u>/s/ Jordan Huizenga</u><br>COMMISSIONER |
| Date: <u>11/10/15</u> | Time: <u>4:30 pm</u> | <u>/s/ Bill Wells</u><br>COMMISSIONER      |

A **Motion** of Commissioner Huizenga, second Commissioner Wells to go into Executive Sessions. Motion carried 5-0.

Executive Session adjourned at 5:25 p.m. with no action taken.

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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, November 10, 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 20, 2015, meeting minutes.

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

**NEW BUSINESS – FIRST READING OF ORDINANCES**

**PERSONNEL CHANGES** - Due to the recent retirements and resignations within the Development Department, it has become necessary to create positions in order to keep the department running smoothly. A Part-Time Community Services Clerk will be added and will report to the Community Services Manager. A Part-Time Community Development Assistant position will report to the newly created position of Community Development Manager. Also included is a title change in the Department of Public Improvements.

**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 O-27-13 TO REFLECT PERSONNEL CHANGES.

**First Reading, No Vote**

**EPAD CREATION**

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

AN ORDINANCE THAT CREATES A NEW ECONOMIC DEVELOPMENT PROGRAM BY PROVIDING AN INCENTIVE BY LEVYING SPECIAL ASSESSMENTS FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, AND IMPROVING CERTAIN ENERGY PROJECTS IN COOPERATION WITH ENERGIZE KENTUCKY, LLC, ESTABLISHING A FUND FOR THE DEPOSIT OF THE PROCEEDS OF THE ASSESSMENT, ASSIGNING THE ASSESSMENT TO ENERGIZE KENTUCKY LLC, AUTHORIZING THE EXECUTION OF AN EPAD AGREEMENT WITH THE PROPERTY OWNER, PROVIDING FOR AN ADJUSTMENT TO THE ASSESSMENTS IN ANY FISCAL YEAR BY ORDINANCE OF THE BOARD OF COMMISSIONERS, AN TAKING OTHER ACTION RELATED TO THE IMPOSITION OF THE ASSESSMENT.

**First Reading, No Vote**

**OLD BUSINESS – SECOND 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.

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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-38-15**

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

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

**CREATE POSITION**

**COMMISSIONERS' ORDINANCE NO. O-39-15**

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.

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

**NEW BUSINESS – ORDER/RESOLUTIONS**

**MASTER DEVELOPMENT AGREEMENT** – The City pass an Ordinance creating an Energy Project Assessment District and also approved an O/R authorizing the City to enter into a Non-Competitive Procurement Agreement with the Greater Cincinnati Energy Alliance to develop program materials for the program and identify and/or finalize EPAD projects.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-347-15**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER, PURSUANT TO KRS 45A.095, TO EXECUTE A MASTER DEVELOPMENT AGREEMENT WITH THE GREATER CINCINNATI ENERGY ALLIANCE TO SERVE AS THE THIRD-PARTY ADMINISTRATOR OF COVINGTON'S EPAD PROJECT FOR A TERM OF FIVE YEARS.

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

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

**PROMOTION** – With the recent retirement of Sgt. Gwen Kelly, there is a Sergeant position open and Officer Uhl is well qualified for the promotion.

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**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-348-15**

AN ORDER/RESOLUTION APPROVING THE PROMOTION OF OFFICER DEREK UHL TO SERGEANT IN THE COVINGTON POLICE DEPARTMENT, EFFECTIVE NOVEMBER 15, 2015.

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

**EMPLOYMENT** – Mr. Cochran has been in the law enforcement field for over ten years and is presently a Police Officer with the Boone County Sheriff's Department.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-349-15**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF TIMOTHY COCHRAN AS PATROL OFFICER GRADE V IN THE COVINGTON POLICE DEPARTMENT, WITH A TWELVE MONTH PROBATIONARY PERIOD, EFFECTIVE NOVEMBER 15, 2015.

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

**EMPLOYMENT** – Mr. Menefee is currently an Officer with the Ashland, Kentucky Police Department. He has been with the Department since 2006.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-350-15**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF RICHARD SCOTT MENEFEE AS PATROL OFFICER GRADE IV IN THE COVINGTON POLICE DEPARTMENT, WITH A TWELVE MONTH PROBATIONARY PERIOD, EFFECTIVE NOVEMBER 15, 2015.

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

**EMPLOYMENT** – Mr. Adkisson has been a Police Officer with the Cold Spring Police Department since 2012.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-351-15**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF JOHN GALVIN ADKISSON AS A PATROL OFFICER GRADE II IN THE COVINGTON POLICE DEPARTMENT, WITH A TWELVE-MONTH PROBATIONARY PERIOD, EFFECTIVE NOVEMBER 15, 2015.

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

**RESIGNATION** – With the recent approval by the City Commission, the Renaissance Board will now become an outside entity. Ms. Meyer is now the Executive Manager and an employee of the Board. Her employment with the City will be transitioned out to the new entity.

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**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-352-15**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF KATIE MEYER AS RENAISSANCE COVINGTON MANAGER, EFFECTIVE OCTOBER 31, 2015.

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

**EMPLOYMENT** – Ms. Tackett has been working as an Intern in the Legal Department since August. She is a UK College of Law graduate and was in the top 25% of her class. She will be an asset to the department.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-353-15**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF CASSANDRA TACKETT AS ASSISTANT CITY SOLICITOR IN THE LEGAL DEPARTMENT, EFFECTIVE NOVEMBER 30, 2015.

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

**EMPLOYMENT** – The City received 27 applications for the position and Mr. Carroll is well qualified for the position. He holds a Bachelor of Science in Business Administration from Xavier University and is currently pursuing an MBA. He has four years of experience in both private and public accounting and previous military service in the United States Marine Corps.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-354-15**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF CHRISTOPHER CARROLL, CPA, AS SENIOR ACCOUNTING MANAGER IN THE FINANCE DEPARTMENT.

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

A **MOTION** by Commissioner Huizenga, second by Commissioner Eilerman to read and pass the next seven Order/Resolutions by Consent Agenda.

**PROMOTION** – With Natalie Gardner's resignation, it has become necessary to reassign many construction and engineering related functions related to parks and recreation, Devou Park, and Licking River Greenway. These projects will be assigned to Mr. Matteoli as Assistant Project Engineer and he will also be managing activities occurring in public right-of-ways, assisting the City Engineer. In addition, Bill will continue to supervise and manage the city's property maintenance crew.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-355-15**

AN ORDER/RESOLUTION APPROVING THE PROMOTION OF WILLIAM MATTEOLI TO ASSISTANT PROJECT ENGINEER IN THE COMMUNITY SERVICES DIVISION OF THE DEVELOPMENT DEPARTMENT, EFFECTIVE NOVEMBER 10, 2015.

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**PROMOTION** – Mr. Wallace has been with the City since 1998 and is well qualified to step into this newly created position of Community Development Manager.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-356-15**

AN ORDER/RESOLUTION APPROVING THE PROMOTION OF JEREMY WALLACE TO COMMUNITY DEVELOPMENT MANAGER IN THE DEVELOPMENT DEPARTMENT, EFFECTIVE NOVEMBER 10, 2015.

**JOB DESCRIPTION** – With the resignation of Natalie Gardner, existing staff have been identified to step into the lead role for planning, administration and execution of the programs under CDBG and HOME funding. This new position will absorb the previous Grant Administrator/Real Estate Specialist and will also take on the management of the duties previously assigned to the Programs and Strategic Projects Manager related to CDBG/HOME funding and programming.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-357-15**

AN ORDER/RESOLUTION ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF COMMUNITY DEVELOPMENT MANAGER IN THE COMMUNITY DEVELOPMENT DIVISION OF THE DEVELOPMENT DEPARTMENT.

**JOB DESCRIPTION** – This newly created position will report to the Community Development Manager and will solely focused on CDBG/HOME administration tasks.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-358-15**

AN ORDER/RESOLUTION ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF PART-TIME COMMUNITY DEVELOPMENT ASSISTANT IN THE COMMUNITY DEVELOPMENT DIVISION OF THE DEVELOPMENT DEPARTMENT.

**JOB DESCRIPTION** – The Community Services Division has recently lost two full-time positions due to retirements and it was decided to replace these two positions with one full-time person and one part-time person. This part-time position will fill in the current gap in the Department and will report directly to the Community Services Manager.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-359-15**

AN ORDER/RESOLUTION ADOPTING THE JOB DESCRIPTION FOR THE POSITION IOF PART-TIME COMMUNITY SERVICES CLERK IN THE COMMUNITY SERVICES DIVISION OF THE DEVELOPMENT DEPARTMENT.

**JOB DESCRIPTIONS** – With the recent retirements, resignations, and reorganization with the Development, the job descriptions have been amended to update job responsibilities and duties.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-360-15**

AN ORDER/RESOLUTION AMENDING THE JOB DESCRIPTIONS FOR PARKS AND RECREATION SPECIALIST, COMMUNITY SERVICES MANAGER/CITY ENGINEER, ASSISTANT PROJECT ENGINEER, CDBG/HOME COORDINATOR, AND HOUSING DEVELOPMENT SPECIALIST.

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**JOB DESCRIPTION** – This job description is being updated to include additional duties and responsibilities.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-361-15**

AN ORDER/RESOLUTION ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF PARKS AND FACILITIES MAINTENANCE SUPERVISOR IN THE DEPARTMENT OF PUBLIC IMPROVEMENTS.

**MOTION** of Commissioner Wells, seconded by Commissioner Eilerman to approve O/R-355-15 through O/R-361-15.

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

**MOU** – Since 2008, the City has been on the benefiting end of the efforts of many countless volunteers to construct, maintain and manage the Devou Park Backcountry Trails. The City has put no general fund dollars into the project and the group of volunteers has been able to secure nearly \$200,000 in grant funds and anonymous donations. The Trails Collective will take on maintenance responsibilities and the MOU will authorize the group to be the official resource for the Backcountry Trails.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-362-15**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH DEVOU PARK TRAIL COLLECTIVE CONCERNING THE MAINTENANCE AND MANAGEMENT OF THE DEVOU PARK BACKCOUNTRY MOUNTAIN BIDE AND HIKING TRAILS.

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

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

**ACCEPT BID** – Per CDBG regulations, this property was appraised at \$4,000.00 and is required to be sold for fair market value. The property was advertised for sale and Mr. Gamm was the sole bidder. Mr. Gamm and partners own the building at 501 Johnson which they will be renovating into apartments and they will utilize the lot at 503 Johnson for green space.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-363-15**

AN ORDER/RESOLUTION ACCEPTING THE BID OF LUKAS GAMM FOR THE PURCHASE OF THE CITY-OWNED LOT AT 503 JOHNSON STREET IN AN AMOUNT OF \$4,001.00, AND AUTHORIZING THE TRANSFER OF THE PROPERTY VIA QUITCLAIM DEED.

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

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

**SURPLUS REAL PROPERTY** – This property is a vacant lot and adjacent property owners have shown an interest in purchasing it.

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

AN ORDER/RESOLUTION DECLARING CERTAIN REAL PROPERTY LOCATED AT 866 WESTERN AVENUE AS SURPLUS REAL PROPERTY AND AUTHORIZING ITS SALE BY SEALED BIDS PURSUANT TO KRS §§ 82.083 AND 45A.425.

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**MOTION** of Commissioner Huizenga, seconded by Commissioner Frank to table this Order/Resolution.

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

**EMERGENCY CONTRACT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-364-15**

AN ORDER/RESOLUTION AWARDING AN EMERGENCY CONTRACT TO THELEN ASSOCIATES TO COMPLETE SOIL SAMPLES AND INSPECTION SERVICES NEEDED PRIOR TO THE STABILIZATION WORK NECESSARY FOR THE LEVEE SLIDE ALONG THE LICKING RIVER AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH THELEN ASSOCIATES IN AN AMOUNT NOT TO EXCEED \$121,731.50, PAYABLE FROM CAPITAL FUND.

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

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

**EMERGENCY CONTRACT** – The City has been aware of the slide in this location and has been monitoring it and developing the fix with Thelen and with the United States Army Corps of Engineers (USACE). USACE recently completed its routing annual inspection and hand-delivered an “unacceptable” condition rating to the City on October 21, 2015. This work needs to be completed before mid-January and is considered an “emergency” under KRS regulations. Three specialty contracts were called in for –re-bid meetings to go over the specifics of the projects and Geo-Solutions submitted the best responsible bid.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-365-15**

AN ORDER/RESOLUTION AWARDING AN EMERGENCY CONTRACT TO GEO-SOLUTIONS TO STABILIZE THE LEVEE SLIDE ALONG THE LICKING RIVER NEAR THE DEAD END SECTION OF 21<sup>ST</sup> STREET AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH GEO-SOLUTIONS IN AN AMOUNT NOT TO EXCEED \$1,750,000.00, PAYABLE FROM CAPITAL FUND.

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

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

**ACCEPT BID** – Staff identified and prioritized the vacant/dilapidated residential structures throughout the City. Asbestos testing has already been performed and the asbestos removal is the next step required by the EPA before the buildings can be torn down. Two bids were received and EDG submitted the best responsible bid.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-366-15**

AN ORDER/RESOLUTION ACCEPTING THE BID OF ENVIRONMENTAL DEMOLITION GROUP FOR ASBESTOS REMOVAL AT VACANT RESIDENTIAL PROPERTIES SLATED FOR DEMOLITION, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH ENVIRONMENTAL DEMOLITION GROUP IN AN AMOUNT NOT TO EXCEED \$49,100.00, PAYABLE FROM CAPITAL FUND.

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

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

**ACCEPT BID** – The scope of the work that was bid out includes removing all structures, grading lots, removing any rock/debris, planting grass seed as well as cleaning up a number of other properties that our staff maintains to make them more manageable. Three bids were received and Evans submitted the best responsible bid.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-367-15**

AN ORDER/RESOLUTION ACCEPTING THE BID OF EVANS LANDSCAPING FOR THE DEMOLITION OF VACANT AND ABANDONED PROPERTIES, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH EVANS LANDSCAPING IN AN AMOUNT NOT TO EXCEED \$403,300.00, PAYABLE FROM CAPITAL FUND.

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

**AGREEMENT** – The city was awarded SNK money to cover 80% of the design and construction costs associated with this project. The 20% match will come from the City's annual road budget.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-368-15**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH THE KENTUCKY TRANSPORTATION CABINET (KYTC) ACCEPTING THE FUNDING AND GUIDELINES ASSOCIATED WITH THE SNK FUNDS THAT WERE AWARDED FOR THE THIRD STREET AND JOHNSON STREET ROAD PROJECT, IN AN AMOUNT OF \$891,000.00, WITH 80% (\$712,800.00) OF THE COST TO BE REIMBURSED BY KYTC AND 20% (\$178,200.00) PAYABLE FROM COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

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

**AGREEMENT** – The City was awarded SNK money to cover 80% of the design and construction costs associated with this project. The 20% match will come from the City's annual road budget.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-369-15**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH THE KENTUCKY TRANSPORTATION CABINET (KYTC) ACCEPTING THE FUNDING AND GUIDELINES ASSOCIATED WITH THE SNK FUNDS THAT WERE AWARDED FOR THE LATONIA AVENUE RECONSTRUCTION PROJECT, IN AN AMOUNT OF \$785,000.00, WITH 80% (\$628,000.00) OF THE COST TO BE REIMBURSED BY KYTC AND 20% (\$157,000.00) PAYABLE FROM COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

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

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**ACCEPT BID** - An RFP for the Crime analysis Software was issued on September 29. Three bids were received and LexisNexis was the best responsible bid.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-370-15**

AN ORDER/RESOLUTION ACCEPTING THE BID OF LEXIS NEXIS FOR CRIME ANALYSIS SOFTWARE, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH LEXIS NEXIS IN AN AMOUNT NOT TO EXCEED \$33,981.00, PAYABLE FROM 2015 JUSTICE ADMINISTRATION GRANT (\$23,503.90) AND THE POLICE ASSET FORFEITURE FUND (\$10,477.10).

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

**ACCEPT BID** - An RFP was issued for the Clubhouse construction on July 15, 2015. The seven bids received on August 11, 2015 exceeded the estimated cost for the project ranging from 25% to 40%. As a result on August 18, 2015 the Commission approved for staff, pursuant to KRS 45A.090 and KRS 45A.085(3), to make a negotiated award and enter into competitive negotiations with the three low bidders, Maxwell Construction, DER Development, and Performance Construction, and to reject all other bids submitted. It was further determined that the reason all seven original bids exceeded the estimated cost for the project was due to general conditions, project timeline, a single bidder for all earthwork, and certain design features. After updating the pro forma with actual golf operation numbers and analyzing the cost of financing, the current financing plan demonstrates that the operating revenues from the clubhouse, and the 10 year commitment from the annual profits of the Devou Properties, Inc Board (Drees Pavilion) for \$200,000 (\$2 million in total) per year for the debt service, as well as a 10 year commitment from both Devou Trust funds for a total of \$25,000 (\$250,000 in total) per year for the debt service, will fund the total annual debt service without any need for additional funding from the City during the term of the bond. Once the debt for the clubhouse is paid off, the facility will be a revenue stream for Devou Park similar to the Drees Pavilion. Further, because of the generous support of the Devou Properties Inc Board and the Devou Trusts, the current \$1.25 million in the City's capital budget for the clubhouse project can be reallocated to other capital priorities of the City Commission.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-371-15**

AN ORDER/RESOLUTION ACCEPTING THE BID OF PERFORMANCE CONSTRUCTION FOR THE CONSTRUCTION OF THE DEVOU PARK CLUBHOUSE, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH PERFORMANCE CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$5,252,925.00.

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

**CONTRACT AMENDMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-372-15**

AN ORDER/RESOLUTION AMENDING ORDER/RESOLUTION NO. O/R-149-15 TO AUTHORIZE THE MAYOR AND CITY MANAGER TO EXECUTE AN AMENDMENT TO THE DESIGN, ENGINEERING, AND CONSTRUCTION MANAGEMENT CONTRACT WITH HUB AND WEBER TO PROVIDE FOR TOTAL COMPENSATION IN AN AMOUNT NOT TO EXCEED \$370,780.00, PAYABLE FROM DEVOU MASTER PLAN FUNDS.

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

**CITY POLICE AND FIREMAN'S RETIREMENT FUND** – At the October 30 meeting of the City's Police and Fireman's Retirement Fund Board, the members unanimously approved a motion for a lump sum payment of \$300.00 to each of the 69 individuals receiving a monthly benefit from the fund. The funds will come from the carryover from the FY 2014-2015 annual budget.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-373-15**

AN ORDER/RESOLUTION APPROVING A PAYMENT OF \$300.00 TO  
THOSE INDIVIDUALS WHO ARE MEMBERS OF THE CITY'S POLICE  
AND FIREMAN'S RETIREMENT FUND, IN A TOTAL AMOUNT OF  
\$20,700.00, PAYABLE FROM THE GENERAL FUND.

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

**CITY EMPLOYEE RETIREMENT FUND** - At the October 30 meeting of the City's Employees Retirement Fund Board, the members unanimously approved a motion for a lump sum payment of \$300.00 to each of the 37 individuals receiving a monthly benefit from the fund. The funds will come from the carryover from the FY 2014-2015 annual budget.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-374-15**

AN ORDER/RESOLUTION APPROVING A PAYMENT OF \$300.00 TO  
THOSE INDIVIDUALS WHO ARE MEMBERS OF THE CITY'S  
EMPLOYEE RETIREMENT FUND, IN A TOTAL AMOUNT OF  
\$11,100.00, PAYABLE FROM THE GENERAL FUND.

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

**SURPLUS PROPERTY** – Renaissance Covington desires to continue to execute its current obligations and that of the Covington Arts Initiative by becoming independent of the city. To aid them in their independence, the City is transferring certain items under the terms of the Kentucky Surplus Property Statute.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-375-15**

AN ORDER/RESOLUTION DECLARING CERTAIN CITY EQUIPMENT  
AS SURPLUS AND AUTHORIZING ITS TRANSFER OF OWNERSHIP  
PURSUANT TO KRS 82.083(3)(B).

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

**LEASE TERMINATION** – This O/R terminates the lease between the City and TCZ that was for the Arts Center. It will now be used for the Renaissance office.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-376-15**

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, November 10, 2015 6:00 P.M.**  
UNOFFICIAL COPY

AN ORDER/RESOLUTION TERMINATING THE LEASE AGREEMENT WITH TCZ PROPERTIES, LLC FOR THE LEASE OF COMMERCIAL OFFICE SPACE LOCATED AT 2 WEST PIKE STREET.

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

**SATISFACTION OF CLAIMS** – An employee of employees of the Covington Police Department filed a complaint with the US Department of Labor, Wage and Hour Division to seek compensation for alleged unpaid travel time. The Police Department conducted a review of its officers travel time and determined that a total of \$5,845.33 in wages for about 30 officers should be paid to satisfy the complaint.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-377-15**

AN ORDER/RESOLUTION APPROVING SATISFACTION OF CLAIMS FOR TRAVEL TIME ARISING FROM A COMPLAINT FILED BY A COVINGTON POLICE OFFICER OR OFFICERS WITH THE U.S. DEPARTMENT OF LABOR.

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

**ADJOURNMENT**

Mayor Carran adjourned the meeting at 9:35 p.m.

/s/ Sherry Carran  
MAYOR

ATTEST:

/s/ Elizabeth Barlik  
ACTING CITY CLERK

APPROVED: December 1, 2015