



**CITY OF COVINGTON, KENTUCKY  
LEGISLATIVE MEETING  
BOARD OF COMMISSIONERS  
TUESDAY, JANUARY 20, 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 6 and January 13, 2015, (or motion to dispense with reading and approve minutes).

**PRESENTATIONS**

- Covington Youth Commission – Swearing In of 2015 Members – Jenni Miller Francis
- CDBG/HOME Annual Action Plan – Timeline of Meetings for Public Input – Natalie Gardner, Programs and Strategic Projects Manager

**ITEMS FOR CONSIDERATION:**

**OLD BUSINESS – SECOND READING OF ORDINANCES**

1. Consider Ordinance No. O-01-15 entitled: **AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, CREATING THE POSITION OF PART-TIME BUSINESS ANALYST.** *In the FY 15 Budget, the full time Administrative Assistant position budgeted in the Fire Department was reduced to part-time upon the retirement of Pat Boh from that position on or around January 1, 2015. A new position that of Part-Time Business Analyst, is*

*recommended, within the Finance Department, that will provide business analytic assistance to the Fire Chief and Finance Department.*

**Staff Reporting:** Dan Mathew, Fire Chief

**Recommendation:** Approve Ordinance. Approval allows the City to establish the new part time position that will provide general administrative and business analytical services for Fire and Finance Departments. The part time position replaces the full time position of Administrative Assistant, and has no health or pension benefit costs.

## **NEW BUSINESS – ORDER/RESOLUTIONS**

2. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF JACOB GIER AS A POLICE CADET IN THE COVINGTON POLICE DEPARTMENT, EFFECTIVE JANUARY 31, 2015.**

**Staff Reporting:** Spike Jones, Police Chief

**Recommendation:** Approve Order/Resolution

3. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF JACOB GIER AS A POLICE OFFICER GRADE I IN THE COVINGTON POLICE DEPARTMENT, EFFECTIVE FEBRUARY 1, 2015.** *Mr. Gier has been a Cadet with the Police Department since October 2012 and is now eligible for hire. With the retirement of Officer Melissa Berry, there is now a vacancy.*

**Staff Reporting:** Spike Jones, Police Chief

**Recommendation:** Approve Order/Resolution. Approval allows the Police Department to fill the vacant position created by Officer Berry's retirement and maintain the Department's current staffing level. Mr. Gier is highly qualified for this appointment and has an excellent work experience record with the City as a Cadet in the Police Department.

4. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF DAVID M. MATHEWS AS ASSISTANT FINANCE DIRECTOR IN THE COVINGTON FINANCE DEPARTMENT, EFFECTIVE JANUARY 26, 2015.** *Mr. Mathews has a broad range of experience including public and private sectors. He is a graduate of Thomas More College and the University of Cincinnati with a Master of Science and major in accounting.*

**Staff Reporting:** Lisa Goetz, Finance Director

**Recommendation:** Approve Order/Resolution. Approval allows the City to fill this vacant position, ensuring adequate level of management and checks and balances, and complies with the previous recommendation of the Mayor's Task Force to Restore Public Confidence.

5. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF POLICE OFFICER CHRISTOPHER P. GANGWISH OF THE COVINGTON POLICE DEPARTMENT, EFFECTIVE MARCH 31, 2015.**

**Staff Reporting:** Spike Jones, Police Chief

**Recommendation:** Approve Order/Resolution

6. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPOINTING TODD WHITESIDES TO THE BOARD OF OVERSEERS FOR LINDEN GROVE CEMETERY, FOR A TWO-YEAR TERM, EFFECTIVE JANUARY 21, 2015, AND EXPIRING JANUARY 20, 2017.** *Mr. Whitesides will be filling the vacant position previously held by Mr. Ted Harris.*

**Staff Reporting:** Larry Klein, City Manager

**Recommendation:** Approve Order/Resolution. Approval fills a vacancy on the Linden Grove Cemetery Board. The City of Covington appoints three members to this Board; Kenton County Fiscal Court appoints three, and the six members appoint another three members. Mr. Whitesides is highly qualified for this appointment with a Bachelor of Arts degree from Illinois State University and previous research work experience with Linden Grove Cemetery.

7. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPOINTING STEVE HAYDEN TO THE DEVOU PARK ADVISORY COMMITTEE, FOR A FOUR-YEAR TERM, EFFECTIVE JANUARY 1, 2015, AND EXPIRING DECEMBER 31, 2018.** *Mr. Hayden is filling one of the two vacant seats on this board.*

**Staff Reporting:** Larry Klein, City Manager

**Recommendation:** Approve Order/Resolution. Approval fills a vacant position on the Devou Park Advisory Board. Mr. Hayden is highly qualified for this appointment with a Bachelor's degree in Economics from the University of Kentucky and extensive work experience in Information Technology, property investment and management, and other small business experience, along with current community service experience serving on the Board of the Historic Licking Riverside Civic Association as Treasurer.

8. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR BIDS FOR REALIGNMENT IMPROVEMENTS, DRAINAGE IMPROVEMENTS, AND**

**RESURFACING AT THE INTERSECTION OF HAVEN GILLESPIE AND DEVOU DRIVE.** *This intersection has three major issues that need to be addressed: 1) it does not have a proper sight distance triangle and turning radii; 2) the surface and underground drainage is insufficient, damaged, and/or undersized; and 3) the asphalt surface is in very poor condition with numerous surface potholes and loose materials. SD1 has approved a 50/50 cost sharing for the draining improvements and DPI crews will perform ditching work along Haven Gillespie.*

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

**Recommendation:** Approve Order/Resolution. Approval allows the City to issue a Request for Proposals to remediate the road and storm water drainage deficiencies described above, using funds allocated from the Devou Properties Inc Board (Drees Pavilion), SD1, and state Municipal Road Aid.

9. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A REVOCABLE LICENSE AGREEMENT WITH SANITATION DISTRICT NO. 1 (SD1) FOR THE INSTALLATION OF A BACKUP GENERATOR AT THE EIGHTH STREET PUMP STATION ON CITY RIGHT-OF-WAY LOCATED AT THE EAST END OF EIGHTH STREET ALONG THE FLOOD LEVEE AND/OR ON CITY PROPERTY LOCATED AT 802 GREENUP STREET.** *SD1 will need this license to install a back-up generator for the Eighth Street pump station as part of its consent decree by December 2015. This generally will power the pump station should the power go out. The generator and transfer switch will be mounted on a concrete slab and conduit will run underground from them to the pump station.*

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

**Recommendation:** Approve Order/Resolution. Approval allows SD1 to install a back up generator on City right of way near this pump station to provide an additional level of security to ensure that sanitary sewer flow does not stop due to power outage, which could cause public safety and public health issues.

10. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE SUBMISSION OF A 2015-2016 CERTIFIED LOCAL GOVERNMENT GRANT TO THE KENTUCKY HERITAGE COUNCIL FOR HISTORIC PRESERVATION PROGRAMMING.** *Each year the City submits a CLG grant to the Kentucky Heritage Council for funding for Historic Preservation programming and projects. This year's grant request will be for the 2016 NKY Restoration weekend, the final phase of the Peaselburg National Register Nomination, and a third video in the NKY Preservation video series in collaboration with the Bellevue Historic Preservation Office.*

**Staff Reporting:** Beth Johnson, Preservation and Planning Specialist

**Recommendation:** Approve Order/Resolution. Approval allows the City to apply for state funding for our historic preservation programming and projects. The local 40% match required is from staff time and volunteer hours, not directly from the General Fun.

11. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE REMOVAL OF THE ELEVENTH STREET VEHICULAR BRIDGE OVER THE CSX RAILROAD AND THE RECONSTRUCTION OF THE PEDESTRIAN BRIDGE IN THE SAME LOCATION BY THE KENTUCKY TRANSPORTATION CABINET.** *The Transportation Cabinet currently owns and maintains the Eleventh Street bridge over the CSX railroad which include two structures, one to carry vehicular traffic and one to carry pedestrian traffic. The vehicular traffic bridge has been closed to traffic due to structural deficiencies. Several options were considered and public feedback was solicited. After careful consideration that included a great deal of public input and consultation with the Police Department, City staff and KYTC have chosen the option of removing the vehicular bridge all together and replacing the sidewalk bridge in its current location. The sidewalk bridge will maintain the current grade and will be widened to approximately 8 feet. The entire project except for new lighting will be funded with federal bridge money.*

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

**Recommendation:** Approve Order/Resolution. Approval allows the Kentucky Transportation Cabinet to proceed to remove the vehicular bridge structure and replace the sidewalk bridge structure to maintain connectivity between the commercial and residential areas of the current bridge structures.

12. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AGREEING TO ACCEPT THE MAINTENANCE RESPONSIBILITY FOR, AND OWNERSHIP OF, ELEVENTH STREET BETWEEN SCOTT BOULEVARD AND RUSSELL STREET, AND RUSSELL STREET BETWEEN ELEVENTH STREET AND MARTIN LUTHER KING, JR. BOULEVARD UPON THE COMPLETION OF THE PROPOSED ELEVENTH STREET PEDESTRIAN BRIDGE REPLACEMENT.** *As a result of the reconstruction of MLK, Jr. Blvd., the Transportation Cabinet wishes to remove the designation of KY 1120 from Eleventh Street between Scott Boulevard and Russell Street and on Russell Street between Eleventh Street and MLK, Jr. Blvd. and transfer the ownership to the City of Covington.*

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

**Recommendation:** Approve Order/Resolution. Approval accepts these two portions of state roads for City ownership and maintenance after removal of the vehicular bridge structure and improvement of the pedestrian bridge structure.

13. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE BID OF LOGAN CREEK, LLC FOR GUS SHEEHAN PARK DEMOLITION AND PHASE I WORK, AS THE BEST**

**RESPONSIBLE BID, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH LOGAN CREEK, LLC, IN AN AMOUNT NOT TO EXCEED \$147,500.00, PAYABLE FROM THE DEVOU PARK MASTER PLAN FUND.** *This phase of the project will include demolition and implementing grading, playground equipment, parking, a shelter, and a basketball court. Demolition should commence immediately and all work should be completed by May 1, 2015.*

**Staff Reporting:** Jessica Moss, GIS Specialist

**Recommendation:** Approve Order/Resolution. Approval allows the City to proceed to improve Gus Sheehan Park in Devou Park utilizing funds from the Devou Park Master Plan, a project that was recommended by the Devou Park Advisory Committee and the Devou Properties Inc Board (Drees Pavilion) and approved by the City Commission in 2014,

14. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING A CONTRACT RENEWAL WITH TENMAST SOFTWARE, INC. FOR SECTION 8 SOFTWARE AND AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO A CONTRACT RENEWAL WITH TENMAST SOFTWARE, INC., IN AN AMOUNT OF \$13,010.00.** *Tenmast provides software for all areas of the Section 8 program. The computer modules are user friendly and allow staff to streamline day-to-day processes through automation while remaining compliant with the every-changing HUD regulations.*

**Staff Reporting:** Kim Phillips, Section 8 Program Coordinator

**Recommendation:** Approve Order/Resolution. Approval allows the City's Housing Choice Voucher Program (Section 8) Department to upgrade its computer software for improved customer service, paid for with federal funds, and included in the Department's approved FY 15 annual budget.

15. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE ADDITION OF THE CITY OF RYLAND HEIGHTS AS A PARTICIPATING CITY TO THE INTERLOCAL AGREEMENT BETWEEN KENTON COUNTY AND OTHER PARTICIPATING CITIES FOR THE PURPOSE OF OCCUPATIONAL LICENSE FEE COLLECTION.**

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

**Recommendation:** Approve Order/Resolution. Approval allows the City of Ryland Heights to participate in the countywide business license program along with all 14 other cities in the County that have a business regulatory license requirement including the City of Covington. All cities in this program share the proceeds of the estimated 1,500 countywide business licenses issued each year, which is a very convenient tool for businesses that regularly operate in multiple

jurisdictions to use to comply with local government business licensing requirements.

**16. AN ORDER/RESOLUTION REJECTING ALL BIDS FOR GARAGE DOOR MAINTENANCE SERVICES AND AUTHORIZING THE REISSUANCE OF A REQUEST FOR BIDS.**

**Staff Reporting:** Lisa Desmarais, City Operations Director

**Recommendation:** Approve Order/Resolution. Approval allows the City to reject the sole bid received, and to reissue the Request for Proposals to seek more than one bid in order to make a better evaluation.

**PUBLIC COMMENTS**

**COMMISSIONERS' COMMENTS**

**CITY MANAGER'S COMMENTS**

**CITY SOLICITOR'S COMMENTS**

**MAYOR'S COMMENTS**

**ADJOURNMENT**