



**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, MAY 3, 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 April 19 and April 26, 2016 (or motion to dispense with reading and approve minutes).

PRESENTATIONS:

- Kenton County Judge/Executive Kris Knochelmann
- Kenton County Jailer Terry Carl and Jason Merrick, Director of Addiction Services
- Rachael Hastings, Center for Great Neighborhoods – Byrne Criminal Justice Innovation Program

ITEMS FOR CONSIDERATION:

NEW BUSINESS – FIRST READING OF ORDINANCES

1. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE AMENDING CHAPTER 76 SCHEDULE II ONE-WAY STREETS AND ALLEYS OF THE COVINGTON CODE OF ORDINANCES MAKING BAKEWELL STREET ONE WAY NORTHBOUND FROM NINTH STREET TO SIXTH STREET.** *Parking along Bakewell is limited and residents often find it difficult to find parking spots. Converting the street to one-way will allow for parking on both*

sides of the street and essentially double the number of available parking spaces. A detailed survey was sent to the residents and the majority of them supported the change. Police and Fire departments staff were also involved and they believe that this change will not impact their response times.

Staff Reporting: Mike Yeager, Community Services Director/City Engineer
First Reading, No Vote

OLD BUSINESS – SECOND READING OF ORDINANCES

2. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE READOPTING THE CITY OF COVINGTON CODE OF ORDINANCES, 1984 EDITION, TO INCLUDE THE 2016 S-27 SUPPLEMENT AND ALL PREVIOUSLY ADOPTED SUPPLEMENTS.**

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

Recommendation: Approve Ordinance. Approval allows the City to codify all previously adopted ordinances, as required by state law.

3. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE AMENDING A PORTION OF CHAPTER 70 OF THE COVINGTON CODE OF ORDINANCES, PARKING VIOLATION AND TRAFFIC CITATIONS AND IMPOUNDMENT PROCEDURES TO REFLECT MODIFICATIONS AND IMPROVEMENTS THAT HAVE BEEN MADE TO THE CITY'S ENFORCEMENT PRACTICES AS THEY RELATE TO PARKING REGULATIONS AND PARKING CITATION PROCEDURES WITHIN THE CITY.** *The City's parking ordinances are undergoing a comprehensive update to eliminate unused sections and to refine and update remaining sections. Chapter 70 consists of parking regulations which will become redundant and obsolete after the ordinance updates are enacted.*

Staff Reporting: Michael Bartlett, Assistant City Solicitor

Recommendation: Approve Ordinance. Approval updates several sections of the City's traffic ordinance.

4. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE REPEALING AND REENACTING CHAPTER 75 OF THE COVINGTON CODE OF ORDINANCES, PARKING VIOLATIONS AND TRAFFIC CITATIONS AND IMPOUNDMENT PROCEDURES TO REFLECT MODIFICATIONS AND IMPROVEMENTS THAT HAVE BEEN MADE TO THE CITY ENFORCEMENT PRACTICES AS THEY RELATE TO PARKING**

REGULATIONS AND PARKING CITATION PROCEDURES WITHIN THE CITY. *The City's parking ordinances are undergoing a comprehensive update to eliminate unused sections and to refine and update remaining sections. Chapter 75 will be amended to reflect updates regarding residential parking plans, parking meters, service vehicle parking passes, city-wide parking rates, and citation and appeal procedures.*

Staff Reporting: Michael Bartlett, Assistant City Solicitor

Recommendation: Approve Ordinance. Approval updates several sections of the City's traffic ordinance.

NEW BUSINESS – ORDER/RESOLUTIONS

5. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION RECOGNIZING KENTON COUNTY JAILER TERRY CARL AND DIRECTOR OF INMATE ADDICTION SERVICES JASON MERRICK FOR THEIR DEDICATED SERVICE TO THE COMMUNITY THROUGH THE IMPLEMENTATION OF THE SUCCESSFUL INMATE ADDICTION TREATMENT PROGRAM AT THE KENTON COUNTY DETENTION CENTER.** *Both Mr. Carl and Mr. Merrick have worked diligently in implementing a program to treat addiction at the Kenton County Detention Center. Their successful program assists the inmates with tools to achieve recovery and tackle the addiction.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval recognizes the very important work that Mr. Carl and Mr. Merrick are doing for the community in Kenton County with the highly successful inmate addiction treatment program at the Kenton County Detention Center. The program has been very successful and is saving families and individuals in Kenton County from the scourge of substance addiction.

6. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ADOPTING A PARKING CITATION WAIVER POLICY FOR CITY EMPLOYEES, ELECTED OFFICIALS, AND GUESTS OF THE CITY.** *The goal of the new parking policy is to encourage appropriate parking practices including utilization of City-owned parking facilities and to establish a policy for waiver or voiding of parking citations.*

Staff Reporting: Michael Bartlett, Assistant City Solicitor

Recommendation: Approve Order/Resolution. Approval adds a policy to establish criteria by which City employees, elected officials, and guests of the City who are on official business, may have a parking citation waived on the first offense. It also requires that a record be maintained of all parking citations that are waived which of course is open for public inspection.

7. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE CENTER FOR GREAT NEIGHBORHOODS REGARDING PARTICIPATION IN THE BYRNE CRIMINAL JUSTICE INNOVATION PROGRAM.** *The BCJI program was created to assist distressed communities to both build capacity and revitalize neighborhoods. CGN is applying for a grant to administer the program in the Lewisburg/MainStrasse neighborhoods.*

Staff Reporting: Bryan Carter, Police Chief/Michael Bartlett, Assistant City Solicitor

Recommendation: Approve Order/Resolution. Approval allows the City to partner with the Center for Great Neighborhoods and participate in a Byrne Criminal Justice Innovation Program grant application that will focus on the Lewisburg and Mainstrasse neighborhoods with revitalization and capacity building strategies.

8. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF RYAN DOYLE AS PART-TIME CODE INSPECTOR, EFFECTIVE MAY 6, 2016.** *Ryan has recently completed his college work and has accepted a full-time position with Brighton Center.*

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

Recommendation: Approve Order/Resolution. Approval accepts Ryan's resignation. He has done a great job in a short time and we wish him well in his future endeavors.

9. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A ONE YEAR EXTENSION OF THE ANNUAL CONCRETE MAINTENANCE CONTRACT WITH HENDY, INC. FOR A REVISED PER UNIT PRICE INCREASE BASED UPON THE INCREASED COST OF MATERIAL.** *The contract with Hendy allows for up to two additional one-year terms. Hendy has done excellent work and the unit prices that have been established are very*

competitive. There is a lot of concrete work planned and this renewal would allow Hendy to keep moving on these projects.

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

Recommendation: Approve Order/Resolution. Approval allows the City to exercise the extension provision in its annual concrete maintenance contract with Hendy and proceed with our sidewalk replacement program in north Covington with no delay.

10. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A ONE-YEAR EXTENSION OF THE MIDTOWN GARAGE PARKING AGREEMENT WITH GATEWAY COMMUNITY COLLEGE AT A RATE OF \$7,500.00 PER MONTH WITH AN OPTION TO RENEW FOR AN ADDITIONAL ONE YEAR TERM UPON MUTUAL AGREEMENT BETWEEN THE PARTIES.** *Gateway's original contract for parking was for the use of 100 spaces at a cost of \$3,000 per month. Gateway's usage has expanded to nearly 300 vehicles per day and the rate has been adjusted to \$7,500 per month. The contract expires June 30, 2016, and both parties have agreed that the current rate of \$7,500 is fair.*

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

Recommendation: Approve Order/Resolution. Approval allows the City to continue leasing the Mid Town Parking Garage to Gateway Community College for its 300 daily parkers at the rate of \$7,500 per month.

11. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE SUBMISSION OF AN SNK GRANT APPLICATION TO OKI FOR A STREETSCAPE PROJECT ALONG SEVENTH STREET FROM WASHINGTON STREET AND TERMINATING AT EITHER SCOTT BOULEVARD OR GREENUP STREET.** *OKI is presently accepting grant applications for the pool of SNK money that is available. Staff feels that both the Seventh Street project and the Madison Avenue project will be vital to the development along both streets.*

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

Recommendation: Approve Order/Resolution. Approval allows the City to apply for an SNK grant for another streetscape project, this one along 7th Street from Washington to either Scott or Greenup, where recent commercial development is exploding with the Braxton Brewery, Hotel Covington, Doctor's Building, and Duveneck Place.

12. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE SUBMISSION OF AN SNK GRANT APPLICATION TO OKI FOR A STREETScape PROJECT ALONG MADISON AVENUE FROM EIGHTH STREET AND TERMINATING AT EITHER TENTH OR ELEVENTH STREET.**

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

Recommendation: Approve Order/Resolution. Approval allows the City to submit an SNK grant application for this last section of Madison Avenue between the riverfront and Dr. Martin Luther King Boulevard for underground utilities, streetscaping and other improvements.

13. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE REAPPOINTMENT OF MIKE YEAGER AND RICK DAVIS TO THE INTERMODAL COORDINATING COMMITTEE (ICC) OF OKI.** *The City is allowed two members on this OKI committee. The committee meets to discuss and vote on regional transportation projects and various grant opportunities that filter through OKI.*

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

Recommendation: Approve Order/Resolution. Approval reappoints Mike Yeager and Rick Davis to this important OKI Committee through which the City has received several million dollars of federal transportation dollars in the past 5 years.

14. Consider Order/Resolution No. O/R-xx-16 entitled: **A AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANGER TO EXECUTE AN EASEMENT, PERMITTING DUKE ENERGY, KENTUCKY TO LOCATE UTILITIES ON CITY-OWNED PROPERTY TO FACILITATE THE LOCATION OF THE DEVOU PARK CLUBHOUSE AT 1201 PARK DRIVE.** *This easement is necessary to allow Duke to run utilities to the new clubhouse on Park Drive.*

Staff Reporting: Rick Davis, Department of Public Improvements Director

Recommendation: Approve Order/Resolution. Approval grants an easement to Duke Energy Kentucky to locate utilities on City owned property in Devou Park to facilitate the Devou Park Clubhouse project.

15. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ADOPTING THE CITY OF COVINGTON AND THE NORTHERN**

KENTUCKY HOME CONSORTIUM'S ANNUAL ACTION PLAN FOR THE PROGRAM YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2016, AND FURTHER AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS IN CONNECTION WITH THE SUBMISSION FOR FUNDING FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND THE HOME INVESTMENT PARTNERSHIP PROGRAM. *The City is an entitlement city for the CDBG and HOME programs and gets a formula based direct allocation each year. In order to spend these funds, the City must create a five-year Consolidated Plan and one-year Annual Action plans to be submitted to HUD.*

Staff Reporting: Jeremy Wallace, Community Development Manager

Recommendation: Approve Order/Resolution. Approval of the City's FY 17 CDBG and HOME programs and budgets allows the City to submit both to HUD in May when they are due.

16. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION PROCLAIMING MAY 2016 AS HISTORIC PRESERVATION MONTH IN THE CITY OF COVINGTON.**

Staff Reporting: Emily Ahouse, Preservation and Planning Specialist

Recommendation: Approve Order/Resolution. Approval recognizes the value of historic preservation in Covington by our residents, and its importance to the City's economic development and revitalization.

17. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION PROCLAIMING MAY 2016 AS BUILDING SAFETY MONTH AND ENCOURAGING THE CITIZENS TO JOIN WITH THEIR COMMUNITIES IN PARTICIPATING IN BUILDING SAFETY MONTH ACTIVITIES.**

Staff Reporting:

Recommendation: Approve Order/Resolution

18. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE KENTUCKY CERTIFIED LOCAL GOVERNMENT REPORT FORM TO BE SUBMITTED WITH THE PEASELBERG NEIGHBORHOOD DISTRICT'S**

NOMINATION FOR LISTING IN THE NATIONAL REGISTER OF HISTORIC PLACES.

Staff Reporting: Emily Ahouse, Preservation and Planning Specialist

Recommendation: Approve Order/Resolution. Approval allows the City to submit its report to the state that will nominate the Peaselburg neighborhood to the National Register of Historic Places. This designation is a great achievement for Peaselburg, in that it recognizes the contributing factors of many of the structures in the neighborhood to its history and quality of life. This designation also allows residents who make improvements to their property to apply for state and federal historic tax credit program benefits.

19. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE REAPPOINTMENT OF GREG ENGELMAN TO THE COVINGTON AUDIT COMMITTEE FOR A THREE-YEAR TERM, EFFECTIVE MAY 2, 2016, AND EXPIRING MAY 1, 2019.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval reappoints Mr. Greg Engelman to the City's Audit Committee. Greg is a retired former Covington Finance Director who since then has worked for other large cities in Northern Kentucky in the same capacity. Greg's knowledge of municipal finance is unparalleled in Northern Kentucky and we are most fortunate to have his service to the City.

20. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF MERRY ELLIOT TO THE HOUSING AUTHORITY OF COVINGTON BOARD TO FILL AN UNEXPIRED TERM, EXPIRING JUNE 1, 2017.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval fills the unexpired term on the Housing Authority of Covington Board of the position that is reserved for a resident who is served by HAC.

21. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR BIDS FOR EQUIPMENT AT DEVOU PARK GOLF COURSE.**

Staff Reporting: Lisa Desmarais, Director of Finance and Operations

Recommendation: Approve Order/Resolution. Approval allows the City to issue a Request for Bids for certain golf course maintenance equipment items that are funded by the golf course's operating budget. Several other pieces of equipment that were purchased about 5 years ago are now paid off, and this new equipment is needed to replace other outdated or obsolete maintenance equipment.

22. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH THE NETWORK, INC., TO PROVIDE THE CITY'S WORKPLACE FRAUD HOTLINE SERVICES IN AN AMOUNT NOT TO EXCEED \$2,250.00, PAYABLE FROM THE GENERAL FUND.**

Staff Reporting: Lisa Desmarais, Director of Finance and Operations

Recommendation: Approve Order/Resolution. Approval allows the City to renew its annual contract with Network, Inc that provides the City's Workplace Fraud Hotline Services.

23. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE CITY MANAGER TO NOT RENEW THE TAX ANTICIPATION NOTE WITH BB&T BANK.**

Staff Reporting: Larry Klein, City Manager, and Lisa Desmarais, Director of Finance and Operations.

Recommendation: Approve Order/Resolution. Approval is enthusiastically recommended! This is an historic moment in the City's history, being in such a stronger financial position to end its reliance on short term debt to fund the City's annual operating budget.

PROJECT UPDATE: 2016 Rental License Compliance Review – Jessica Moss,
GIS/Business Specialist

**Next regularly scheduled Legislative Commission Meeting: 6:00 PM,
Tuesday, May 24, 2016.**

NOTE: A special City Commission meeting date is being identified some time before the next scheduled Legislative Commission meeting on May 24th, to discuss the FY 17 budget.

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT

DRAFT