



**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, August 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 August 9 and August 16, 2016 (or motion to dispense with reading and approve minutes).

PUBLIC HEARING – Pursuant to KRS 132.027, a public hearing is being held for the purpose of hearing comments from the public regarding the institution of proposed tax rates for the 2016-2017 Fiscal Year.

PRESENTATIONS:

- Keep Covington Beautiful – Shannon Ratterman and Jin Kong
- Old Seminary Square Parks Renovation: Designs and Next Steps – Paige Ellerman

ITEMS FOR CONSIDERATION:

NEW BUSINESS – FIRST READING OF ORDINANCES

1. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE AMENDING CHAPTER 76 TRAFFIC SCHEDULES, SCHEDULE I THROUGH STREETS AND SCHEDULE II ONE WAY STREETS AND ALLEYS, TO RECLASSIFY GARRARD STREET BETWEEN FOURTH STREET AND FIFTH STREET AS A NORTHBOUND ONE WAY STREET.** *The State-*

owned parking lot at 4th and Garrard has recently been blocked off and the residents in that block of Garrard have no off street parking. Making this block one-way we will be able to create about 15 on-street parking spaces.

Staff Reporting: Rick Davis, Public Services Director/Assistant City Engineer
First Reading, No Vote

OLD BUSINESS – SECOND READING OF ORDINANCES

2. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE RELATING TO THE GENERAL REVENUE AND LEVYING AND FIXING AN AD VALOREM TAX RATE ON ALL PROPERTY ASSESSED OR ASSESSABLE SUBJECT TO TAXATION FOR MUNICIPAL PURPOSES IN THE CITY OF COVINGTON, KENTUCKY, TO MEET THE GENERAL EXPENSES OF SAID CITY; PROVIDING A SINKING FUND FOR PAYMENT OF INTEREST ON THE BONDED INDEBTEDNESS OF THE CITY; AND TO REDEEM BONDS MATURING DURING THE FISCAL YEAR ENDING JUNE 30, 2017.** *For FY 2016-2017, tax rates will be: personal property - \$0.3332 and real estate \$0.3130.*

Staff Reporting: Dave Mathews, Assistant Finance Director

Recommendation: Approve Ordinance. Approval maintains the same property tax rate as 2015.

3. Consider Ordinance No. O-xx-16 entitled: **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 DEVELOPMENT MANAGER AND ESTABLISHING A SALARY FOR THE POSITION.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Ordinance

4. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE AMENDING O-18-16 TO CHANGE THE JOB TITLE OF INFRASTRUCTURE AND DEVELOPMENT DIRECTOR/CITY ENGINEER TO DEVELOPMENT DIRECTOR/CITY ENGINEER.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Ordinance

5. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE AMENDING §34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, AND COMMISSIONERS' ORDINANCE NO. O-27-13 TO CREATE POSITIONS IN THE DEPARTMENT OF DEVELOPMENT AND TO ESTABLISH SALARIES FOR THOSE POSITIONS.** *The following positions are being created because of title changes and/or additional duties added: Parks and Recreation Manager, Recreation Program Coordinator, and Administrative Assistant Parks, Recreation, and Facilities.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Ordinance

6. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE AMENDING SECTION 12.05.05(A) OF THE COVINGTON ZONING CODE TO MODIFY THE EXPIRATION TIME OF A STAGE I DEVELOPMENT PLAN FOR A PLANNED UNIT DEVELOPMENT FROM 24 DAYS TO 24 MONTHS TO CORRECT A TYPOGRAPHICAL ERROR.**

Staff Reporting: Don Warner, Assistant City Solicitor

Recommendation: Approve Ordinance. Approval corrects a typographical error in the City's Zoning Ordinance.

NEW BUSINESS – ORDER/RESOLUTIONS

7. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF DANIEL ELSBERND, MICHAEL JANSEN, AND BRYAN PANKO AS POLICE OFFICERS GRADE I IN THE COVINGTON POLICE DEPARTMENT, EFFECTIVE OCTOBER 30, 2016.**

Staff Reporting: Bryan Carter, Police Chief

Recommendation: Approve Order/Resolution. Approval brings the City's Police Department up to 108 of its authorized 110 staffing level.

8. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF BRIAN POWERS, JR. AS A POLICE OFFICER GRADE II IN THE COVINGTON POLICE DEPARTMENT, EFFECTIVE AUGUST 28, 2016.** *Mr. Powers is currently a Police Officer with the Dayton, Kentucky Police Department and has chosen to transfer to the Covington Police Department at a Police Officer Grade II level.*

Staff Reporting: Bryan Carter, Police Chief

Recommendation: Approve Order/Resolution. Approval brings the City's Police Department up to 109 of its authorized 110 staffing level.

9. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE AMENDED JOB DESCRIPTIONS FOR DEVELOPMENT MANAGER, PARKS AND RECREATION MANAGER, RECREATION PROGRAM COORDINATOR, AND ADMINISTRATIVE ASSISTANT PARKS, RECREATION AND FACILITIES IN THE DEVELOPMENT DEPARTMENT.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution

10. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A ONE-YEAR RENEWAL CONTRACT WITH LEADS ONLINE, LLC FOR THE TOTALTRACK PLUS METAL THEFT INVESTIGATION SYSTEM, IN AN AMOUNT OF \$7,618.00, PAYABLE FROM GENERAL FUND.**

Staff Reporting: Lisa Desmarais, Director of Finance and Operations

Recommendation: Approve Order/Resolution

11. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE KENTON COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES ACKNOWLEDGING THAT KENTON COUNTY LIBRARY, 502 SCOTT BOULEVARD, COVINGTON, KENTUCKY WILL STORE CERTAIN CITY-OWNED BOOKS.** *The Library is storing a number of our old meeting minutes books and other historical books.*

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

Recommendation: Approve Order/Resolution. Approval memorializes an agreement between the City and the Kenton County Public Library for the safe storage of the City's oldest archived records.

12. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING ITS SALE AND DISPOSITION PURSUANT TO KRS 82.083(4)(a) AND 45A.425.** *Included are items that were not transferred to the County in 2012 when the County took over dispatch.*

Staff Reporting: Lisa Desmarais, Director of Finance and Operations

Recommendation: Approve Order/Resolution. Approval allows the City to transfer certain items including the radio tower at Hands Pike Fire Station to the County for emergency dispatching purposes, along with responsibility for maintenance and utility costs.

13. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH KENTON COUNTY PERTAINING TO THE INSTALLATION, MAINTENANCE, AND PAYMENT FOR CITY-LICENSED SOFTWARE INSTALLED ON COUNTY SERVERS.**

Staff Reporting: Lisa Desmarais, Director of Finance and Operations

Recommendation: Approve Order/Resolution

14. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING ITS SALE AND DISPOSITION PURSUANT TO KRS 82.083 AND 45A.425.** *The list contains Police vehicles that are to be replaced with new vehicles that are now on order.*

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

Recommendation: Approve Order/Resolution. Approval allows the City to dispose of 31 marked and unmarked Police vehicles, all that are either more than ten years old or have more than 100,000 miles on them, as the Mayor and Commission last month approved the first phase of the City's Fleet Replacement Plan with the purchase of 32 new Police Vehicles.

Project Update: Diversity in the Workplace – Jo Ann Simpson, Human Resource Director

Brief Special Update: Fire Chief Dan Mathew – 2 Examples of Success of Residential Rental Inspection Program

Next regularly scheduled Legislative Commission Meeting: 6:00 PM, Tuesday, September 13, 2016.

Next regularly scheduled Caucus Meeting: 6:00 PM, Tuesday, September 20, 2016.

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT

DRAFT