



**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, September 13, 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 23, 2016 (or motion to dispense with reading and approve minutes).

PRESENTATIONS:

None

ITEMS FOR CONSIDERATION:

NEW BUSINESS – FIRST READING OF ORDINANCES

1. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE NAMING THE ALLEY THAT RUNS EAST TO WEST BETWEEN WASHINGTON STREET AND RUSSELL STREET, NORTH OF PIKE STREET AND SOUTH OF SIXTH STREET, TO INNOVATION ALLEY.**

Staff Reporting: Geoff Milz, Development Manager
First Reading, No Vote

2. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE AMENDING §34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-**

UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, TO CREATE THE POSITIONS OF PART-TIME BUSINESS ANALYST FIRE DEPARTMENT AND PART-TIME BUSINESS ANALYST DEPARTMENT OF PUBLIC IMPROVEMENTS.

Staff Reporting:

First Reading, No Vote

OLD BUSINESS – SECOND READING OF ORDINANCES

3. 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 Fourth and Garrard streets has recently been blocked off and the residents in that block of Garrard have no off-street parking. Making this block one-way will create about 15 on-street parking spaces.*

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

Recommendation: Approve Ordinance

NEW BUSINESS – ORDER/RESOLUTIONS

4. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF POLICE OFFICER DANIEL MERRELL, EFFECTIVE SEPTEMBER 11, 2016.** *Officer Merrell has accepted employment with another police agency.*

Staff Reporting: Rob Nader, Assistant Police Chief

Recommendation: Approve Order/Resolution

5. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION FOR RETIREMENT OF ENGINEER DAVE HORN, EFFECTIVE SEPTEMBER 30, 2016.** *Dave Horn has served the citizens of Covington since September of 1996. Dave was promoted to Engineer where he served on Rescue 1 and most recently in South Covington as Engineer on Pumper 5.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

6. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF GEOFF MILZ FROM THE POSITION OF DEVELOPMENT MANAGER EFFECTIVE SEPTEMBER 27, 2016.** *Geoff has done an excellent job during the time he has been with the City and will be sorely missed. He has accepted the Assistant City Manager role in Colerain Township*

Staff Reporting: Mike Yeager, Development Director/City Engineer

Recommendation: Approve Order/Resolution

7. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AMENDING THE JOB DESCRIPTION FOR DEVELOPMENT MANAGER.**

Staff Reporting: Mike Yeager, Development Director/City Engineer

Recommendation: Approve Order/Resolution

8. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPOINTING DONALD WARNER AS DEVELOPMENT MANAGER, EFFECTIVE SEPTEMBER 14, 2016.**

Staff Reporting: Mike Yeager, Development Director/City Engineer

Recommendation: Approve Order/Resolution

9. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPOINTING TOM MCDANIEL TO THE POSITION OF CODE ENFORCEMENT MANAGER AT THE RATE OF \$42,180 PER YEAR, EFFECTIVE September 14, 2016.** *As part of the recent reorganization, the position of Code Enforcement Manager was created. Staff recommends Tom McDaniel and believe will do an outstanding job with this new position.*

Staff Reporting: Mike Yeager, Development Director/City Engineer

Recommendation: Approve Order/Resolution

10. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF PART-TIME BUSINESS ANALYST IN THE DEPARTMENT OF PUBLIC IMPROVEMENTS.** *A part-time Business Analyst position was approved in the FY 17 budget for the Department of Public Improvements (DPI).*

Staff Reporting: Rick Davis, Public Services Director/ Assistant City Engineer
Recommendation: Approve Order/Resolution

11. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ALLOW THE NORTHERN KENTUCKY WATER DISTRICT A PERMANENT WATER MAIN EASEMENT FOR THE DEVOU PARK CLUBHOUSE.** *This construction is for the new Devou Park golf course clubhouse. There is an existing water main easement. However, the water main is being relocated and extended for the new clubhouse. This will allowed NKWD to have access for future maintenance.*

Staff Reporting: Rick Davis, Public Services Director, Assistant City Engineer
Recommendation: Approve Order/Resolution

12. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A LEASE AGREEMENT WITH THE WESTSIDE ACTION COALITION FOR THE CITY-OWNED PROPERTY LOCATED AT 1103 LOCUST STREET FOR USE AS A HAUNTED HOUSE.** *The Westside Coalition desires to lease property owned by the City for the full month of October as a haunted house.*

Staff Reporting: Cassandra Zoda, Assistant City Solicitor
Recommendation: Approve Order/Resolution

13. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO AN ECONOMIC DEVELOPMENT AGREEMENT WITH HUNTINGTON BANCSHARES INCORPORATED DBA HUNTINGTON NATIONAL BANK TO PROVIDE BUSINESS INCENTIVES PURSUANT TO CITY OF COVINGTON CODE OF ORDINANCES CHAPTER 116.** *Huntington Bank is proposing to relocate 117 employees from Crestview Hills to their building at 6th and Madison Avenue, bringing their total number of employees in Covington to 133. The average gross annual wage for each job in \$61,000. In August, the City's Loan Committee reviewed Huntington Bank's application for a Covington Jobs Development Incentive. The Committee voted unanimously to recommend approval of a 5-year, 1% Covington Jobs Development Incentive to apply only to the new jobs added by Huntington National Bank.*

Staff Reporting: Geoff Milz, Development Manager
Recommendation: Approve Order/Resolution

14. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ADOPTING THE “RIVERFRONT OPPORTUNITIES PLAN” THAT WAS DESIGNED BY HUMAN NATURE AND WOOLPERT FOR RIVERFRONT COMMONS.** *The base plan for Riverfront Commons has been designed and is being reviewed by the US Army Corps of Engineers. Human Nature was hired to add elements to the location that will draw residents and visitors to the riverfront without the need for programming. The next step is to adopt the plan so that fundraising can begin to help fill the funding gap.*

Staff Reporting: Mike Yeager, Development Director/City Engineer

Recommendation: Approve Order/Resolution

15. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AMENDING THE MAINSTRASSE PARKING PLAN (O/R 311-15) AND AUTHORIZING THE PURCHASE OF THREE NEW PAY STATIONS TO BE ADDED TO THE PLAN.** *The original parking plan was implemented in Mainstrasse in April of 2016. The City staff has received feedback from the residents and businesses and staff recommends a few changes can be made to improve the efficiency of the system and better utilize the parking.*

Staff Reporting: Mike Yeager, Development Director/City Engineer

Recommendation: Approve Order/Resolution

16. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE FY2016 SMALL BUSINESS PROGRAM AND TO ALLOCATE UP TO \$36,000 FOR ITS IMPLEMENTATION.** *The Covington Economic Development Authority met to consider implementation of a small business program payable with CEDA/Fund 21 funds. After discussion, CEDA voted unanimously to recommend approval of the use of up to \$36,000 to implement the program that includes historic Ritte’s Corner in Latonia.*

Staff Reporting: Geoff Milz, Development Manager

Recommendation: Approve Order/Resolution

17. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO A LICENSE AGREEMENT WITH TECHNOLOGY TOWERS, LLC FOR SPACE IN THE CITY-OWNED GARAGE AT RIVERCENTER TOWERS FOR USE AS A DESIGNATED SMOKING AREA.** *Technology Towers, LLC approached the City with a request to establish a new designated smoking area in*

*the City owned Garage at RiverCenter Towers. This request consolidates smoking in the garage to a single location and does **not** make use of an existing parking space and therefore does not reduce the number of parking spaces available in the garage.*

Staff Reporting: Lisa Desmarais, Director of Finance and Operations

Recommendation: Approve Order/Resolution

18. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ADOPTING A POST-ISSUANCE TAX-EXEMPT DEBT COMPLIANCE POLICY FOR THE CITY OF COVINGTON, FINANCE DEPARTMENT, IN COMPLIANCE WITH FEDERAL TAX EXEMPTION REQUIREMENTS OF STATE AND LOCAL BONDS (26 USC §§ 141 TO 150).** *Given the increasing complexity of the federal tax law, the City, in connection with the authorization of the issuance of its \$9,185,000 General Obligation Refunding Bonds, Series 2016, will need to formally adopt a series of policies and procedures concerning its Tax-Exempt Debt. These policies are intended to serve as an immediate guide for City Finance Management to facilitate compliance with federal tax law application to its Tax-Exempt Debt.*

Staff Reporting: Christopher Carroll, Senior Accounting Manager

Recommendation: Approve Order/Resolution

19. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AWARDING THE FIRE APPARATUS BID TO SEAGRAVES FIRE APPARATUS, REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH SEAGRAVES FIRE APPARATUS TO ORDER TWO (2) PUMPER TRUCKS FOR AN AMOUNT NOT TO EXCEED \$1,387,972.00, AND ONE (1) AERIAL LADDER TRUCK FOR AN AMOUNT NOT TO EXCEED \$1,099,976.00, PAYABLE FROM THE FLEET, EQUIPMENT, TECHNOLOGY, FACILITIES, AND OTHER CAPITAL PROJECTS FUND.**

Staff Reporting: Dan Matthew, Fire Chief

Recommendation: Approve Order/Resolution

20. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AWARDING THE AMBULANCE BID TO FIRST PRIORITY EMERGENCY VEHICLES, REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A**

CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH FIRST PRIORITY EMERGENCY VEHICLES TO ORDER TWO (2) AMBULANCES FOR AN AMOUNT NOT TO EXCEED \$487,768.00, PAYABLE FROM THE FLEET, EQUIPMENT, TECHNOLOGY, FACILITIES, AND OTHER CAPITAL PROJECTS FUND.

Staff Reporting: Dan Matthew, Fire Chief

Recommendation: Approve Order/Resolution

21. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR FIRE EQUIPMENT FINANCING TO FACILITATE THE PURCHASE OF CERTAIN CITY VEHICLES AND EQUIPMENT.** *Fire Fleet equipment to be financed should not amount to more than \$3,000,000.00 for calendar year 2017.*

Staff Reporting: Christopher Carroll, Senior Accounting Manager

Recommendation: Approve Order/Resolution

22. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ADOPTING SEPTEMBER AS “NATIONAL RECOVERY MONTH.”** *Every September, Substance Abuse and Mental Health Services Administration (SAMHSA) sponsors Recovery Month to increase awareness and understanding of mental and substance use disorders and celebrate the people who recover.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution

23. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE CONCEPT PLAN FOR THE REDEVELOPMENT OF FATHER HANSES PARK IN THE LEWISBURG NEIGHBORHOOD.** *After the result of a Health Impact Assessment (HIA) conducted by the Health Department in partnership with the City in 2012, 2013, it was determined the Lewisburg neighborhood was severely lacking in physical activity, environmental and health assets. City staff is proposing two phases of implementation. Phase 1 will be implemented this fall. Phase 2 will be installed in spring/summer 2017.*

Staff Reporting: Rosie Santos, Parks & Recreation Manager

Recommendation: Approve Order/Resolution

24. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING A DEVELOPMENT PLAN FOR ANNIE HARGRAVES AND BASIL LEWIS PARKS IN THE OLD SEMINARY SQUARE NEIGHBORHOOD.**

Staff Reporting:

Recommendation: Approve Order/Resolution

25. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ACCEPTING THE SAFER GRANT FOR STAFFING IN THE FIRE DEPARTMENT.** *The City made application for the 2015 FEMA SAFER grant. On Monday, August 26, 2016, notification of the grant EMW-2015-FH-00650 award was made to the City of Covington. The next step in the process is to officially accept the grant.*

Staff Reporting: Dan Mathew, Fire Chief; Lisa Desmarais, Director of Finance & Operations

Recommendation: Approve Order/Resolution

26. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF AMY V. MCINTOSH TO THE URBAN FORESTRY BOARD FOR A THREE-YEAR TERM, EFFECTIVE SEPTEMBER 14, 2016, AND EXPIRING SEPTEMBER 13, 2019.**

Staff Reporting:

Recommendation: Approve Order/Resolution

Project Updates: Rick Davis, Public Services Director/Assistant City Engineer

- Citywide Catch Basin Repair
- Detention Basins Performance and Future Basins
- South Covington Concrete Street Pavement Replacement by Public Improvements
- North Covington Sidewalk Improvements

Next regularly scheduled Legislative Commission Meeting: 6:00 PM, Tuesday, September 27, 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