

**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, FEBRUARY 4, 2014, 6:00 PM**

**20 WEST PIKE STREET
COVINGTON, KY**

AGENDA

CALL TO ORDER: Mayor Sherry Carran

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

Reading of Minutes of the meeting of January 21, 2014, minutes (or motion to dispense with reading and approve minutes).

PRESENTATIONS:

- Vision 2015 myNKY Community Engagement Campaign – Kristin Frech

ITEMS FOR CONSIDERATION:

NEW BUSINESS – FIRST READING OF ORDINANCES

1. Consider Ordinance No. O-xx-14 entitled: **AN ORDINANCE AMENDING CHAPTER 92 OF THE COVINGTON CODE OF ORDINANCES TO PROVIDE A PROCEDURE FOR ABATEMENT OF NUISANCE PROPERTY BY DEMOLITION WHEN DEMOLITION IS NECESSARY TO PROTECT THE PUBLIC HEALTH, SAFETY, AND WELFARE OR IS OTHERWISE IN THE PUBLIC INTEREST.** *The City's current procedure for the demolition of private structures is outdated. This ordinance will provide an updated hearing procedure. Repair/ demolish orders will be issued by a code enforcement officer and be appealable to the Code Enforcement Hearing Board.*

Staff Reporting: Frank Warnock, Assistant City Manager/City Solicitor; Mike Yeager, Community Services Director/City Engineer

Recommendation: First Reading, No Vote

1. Consider Ordinance No. O-xx-14 entitled: **AN ORDINANCE AMENDING § 34.50 AND o-27-13 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, CREATING THE POSITION OF INFORMATION TECHNOLOGY AND DATA MANAGER AND ESTABLISHING PAY FOR THAT POSITION.** *Finance Department Special Projects Director Darryl Strong is retiring February 28, 2014. Darryl has served as Special Projects Director responsible for the Department's financial software application and other related duties. Darryl's duties will be absorbed into the position of "Information Technology and Data Manager" that will provide City department-wide information technology and data management services in order to provide the City staff and Commission with greater data-driven decision making capabilities. This revised job position will allow a City department-wide coordination of effort and reduce some of the expenditures currently outsourced to technology vendors. Further, with the pending implementation of new financial software in the Finance Department that will provide greater internal controls, this revised job position will be a great resource to the Finance Department.*

Staff Reporting: Larry Klein, City Manager

Recommendation: First Reading, No Vote

2. Consider Ordinance No. O-xx-14 entitled: **AN ORDINANCE APPROVING A MAP AMENDMENT TO THE OFFICIAL ZONING ORDINANCE OF THE CITY OF COVINGTON, KENTUCKY (O-37-06) CHANGING AN APPROXIMATE 19.1 ACRE AREA GENERALLY LOCATED ALONG THE SOUTH SIDE OF HIGHLAND PIKE BETWEEN HANSER DRIVE AND WRIGHTS POINT DRIVE AND ALONG THE NORTH SIDE OF KUHR'S LANE IN THE CITY OF COVINGTON FROM SUBURBAN RESIDENTIAL, RS-7.5 TO AGRICULTURAL, AG.** *This map amendment was initiated by a property owner based on future plans for a small farm winery and other ancillary uses. Kenton County Planning Commission heard the map amendment on January 2, 2014, and unanimously recommended approval.*

Staff Reporting: Andy Juengling, Zoning Specialist

Recommendation: First Reading, No Vote

NEW BUSINESS – ORDER/RESOLUTIONS

3. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF VICKIE L. COX, CPA AS ASSISTANT FINANCE DIRECTOR IN THE COVINGTON FINANCE DEPARTMENT, EFFECTIVE FEBRUARY 17, 2014.** *Ms. Cox is highly qualified and has worked in public accounting and auditing of public account for many years. She is very familiar*

with government account standards, and non-profits and school districts in Covington and Northern Kentucky. She will be a great asset to the Finance Department and the citizens of Covington.

Staff Reporting: Lisa Goetz, CPA, Finance Director, and Larry Klein, City Manager

Recommendation: Approval allows this highly qualified and experienced person to assist the City in a more accountable and transparent financial operation through greater oversight and internal controls. This new position was also recommended by the City's Task Force to Restore Public Confidence in order to provide more checks and balances in the Finance Department management structure and approved by the City Commission in December of 2013.

4. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION FOR RETIREMENT OF CAPTAIN CHARLES JOHNSON FROM THE COVINGTON FIRE DEPARTMENT, EFFECTIVE JANUARY 31, 2014.** *Captain Johnson has served the Covington Fire Department for 20 years. He has received an impressive list of certifications and letters of thanks. Captain Johnson is retiring as the Captain on Truck 7 in Latonia.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution. Approval accepts the resignation for retirement purposes of Captain Johnson. He has served the Department and City well and best wishes are extended for his future endeavors.

5. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF MARY CAMILLE MERSCH AS CLERK/TYPIST I IN THE SECTION 8 DEPARTMENT, EFFECTIVE FEBRUARY 10, 2014.** *Ms. Mersch was previously employed for 15 years at the Toyota Manufacturing Company as an Executive Assistant to the President. She will be a tremendous asset to the Section 8 Department.*

Staff Reporting: Aaron Wolfe-Bertling, Section 8 Director

Recommendation: Approve Order/Resolution. Approval fills a vacant position in the City's Section 8 Department cause by a recent resignation. Ms. Mersch is highly qualified for this position and was selected from a large and competitive pool of other qualified candidates.

6. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE DISCONTINUATION OF PARAMEDIC STATUS FOR PARAMEDIC/LIEUTENANT CHRIS VOGELPOHL OF THE COVINGTON FIRE DEPARTMENT, EFFECTIVE FEBRUARY 9, 2014.** *In accordance with Article XI "WAGE RATE", exception 1 of the CBA by and between the City of Covington and the Covington Professional Firefighters Local Union 38, any paramedic that has served 6.5*

years and wishes to voluntarily discontinue their paramedic status may do so provided that there is a minimum of 27 paramedics remaining on the job.

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution. Approval allows Paramedic Lieutenant Chris Vogelpohl to step down from active paramedic duties and return to primarily firefighting responsibilities per the City's collective bargaining agreement with Local 38.

7. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING A CHANGE IN PAY STATUS FROM GRADE I FIREFIGHTER TO GRADE I PARAMEDIC/FIREFIGHTER, FOR FIREFIGHTER BRIAN MOELLINGER, EFFECTIVE FEBRUARY 9, 2014.** *A position within the paramedic ranks is vacant. A change in pay status for Firefighter Brian Moellinger from Grade I Firefighter to Grade I Paramedic/Firefighter would maintain 30 paramedics within the fire department. Firefighter Moellinger accepts the responsibility of the position and will enter into a probationary period for the position.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution. Approval maintains the City's complement of active paramedics upon the change in pay status action for Lieutenant Vogelpohl.

8. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF INFORMATION TECHNOLOGY AND DATA MANAGEMENT.** *Finance Department Special Projects Director Darryl Strong is retiring February 28, 2014. Darryl has served as Special Projects Director responsible for the Department's financial software application and other related duties. Darryl's duties will be absorbed into the position of "Information Technology and Data Manager" that will provide City department-wide information technology and data management services in order to provide the City staff and Commission with greater data-driven decision making capabilities. This revised job position will allow a City department-wide coordination of effort and reduce some of the expenditures currently outsourced to technology vendors. Further, with the pending implementation of new financial software in the Finance Department that will provide greater internal controls, this revised job position will be a great resource to the Finance Department.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval allows the City to move forward with absorbing Mr. Strong's duties in the Finance Department into this new position. The new position will be a resource for all City Departments and especially the

Finance Department with the implementation of new financial software and internal controls.

9. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING AND ADOPTING THE CITY OF COVINGTON AUDIT COMMITTEE UPDATED CHARTER.** The City's Audit Committee Charter needs to be updated to reflect the addition of an Internal Auditor to City staff and the relationship of that office with the Audit Committee.

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval updates the City's Audit Committee charter reflecting the addition of an Internal Auditor to City staff and the focus of that new position as it relates to its working relationship with the Audit Committee.

10. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO CONSENT TO AN ASSIGNMENT AND ASSUMPTION OF SUBLEASE BETWEEN UPTECH VISION, LLC AND UPTECH, INC.** *The City currently leases 108-112 West Pike Street from Pike Star, LLC and subleases the premises to UpTech Vision LLC. UpTech, Inc. officially assumed all of UpTech Vision, LLC's operations as of January 1, 2014. UpTech Vision, LLC requires the City's consent to assign the sublease for 108-112 West Pike Street to UpTech, Inc.*

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

Recommendation: Approve Order/Resolution. Approval updates the City's Sublease with UpTech and its related entity.

11. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING ITS SALE AND TRANSFER PURSUANT TO KRS §§ 82.083 AND 45A.425.** *The item to be surplus and sold at public auction is a 2003 Yamaha Scooter.*

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

Recommendation: Approve Order/Resolution. Approval allows the City to dispose of obsolete equipment.

12. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION ACCEPTING THE BID OF LIFESTAR RESCUE, INC. FOR THE PURCHASE OF TWO 2015 FORD F-450 CHASSIS AND FOR THE REMOUNT OF TWO FIRE DEPARTMENT AMBULANCE MODULE BODIES, IN AN AMOUNT OF**

\$246,426.00 AS THE BEST RESPONSIBLE BID, PAYABLE FROM CAPITAL BUDGET FUNDS. *The Fire Department capital budget for vehicle replacement included the purchase/replacement of one ambulance and one department staff vehicle. The critical need is for ambulances and not necessarily staff vehicles. Using these budget dollars and remounting two ambulances, the department will have two like-new ambulances at a savings of approximately \$100,000 over the purchase of new vehicles.*

Staff Reporting: Dan Mathew, Fire Chief and David J. Geiger, EMS Director

Recommendation: Approve Order/Resolution. Approval allows the City to move forward with remounting two of the City's ambulances onto new chassis for improved operation and comfort of customers.

13. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION OF THE COVINGTON CITY COMMISSION STATING THEIR OPPOSITION TO TOLLS TO FUND THE BRENT SPENCE BRIDGE PROJECT AND PUBLIC PRIVATE PARTNERSHIP FINANCING THEREOF, AND CONCERNS ABOUT OTHER ASPECTS OF THE PROJECT THAT NEGATIVELY IMPACT THE CITIZENS OF COVINGTON.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval outlines the City Commission's position on proposed state legislation to establish toll authority and other funding mechanisms to fund a replacement for the Brent Spence Bridge.

14. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION ACCEPTING THE PROPOSAL OF LANDOR ASSOCIATES FOR WAYFINDING STYLE GUIDELINE DESIGN SERVICES AND BUSINESS COLLATERAL DEVELOPMENT SERVICES, PAYABLE FROM COMMUNITY CHALLENGE PLANNING GRANT FUNDS AS PART OF THE IMPLEMENTATION OF THE CITY CENTER ACTION PLAN, IN AN AMOUNT NOT TO EXCEED \$28,000.00, AND FURTHER ACCEPTING THE PROPOSAL OF LANDOR ASSOCIATES FOR ANNUAL REPORT DEVELOPMENT SERVICES, PAYABLE FROM THE GENERAL FUND IN AN AMOUNT NOT TO EXCEED \$8,000.00.** *This request seeks approval for the completion of the branding project in a second Statement of Work awarded to Landor in the amount of \$36,000.00, to create necessary materials that will help communicate the execution of the new brand identity, including wayfinding design guidelines and business material templates. Funds apportioned to the City through the challenge Grant have been reserved for a portion of this expense.*

Staff Reporting: Larisa Sims, Assistant City Manager; Natalie Gardner, Programs and Strategic Projects; Natalie Bowers, Marketing and Communications Director

Recommendation: Approve Order/Resolution. Approval allows the next phase of the City's branding project to proceed.

15. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE TERMINATION OF ANTON "TONY" WEISSMANN OF THE COMMUNITY SERVICES DIVISION OF THE DEPARTMENT OF DEVELOPMENT EFFECTIVE FEBRUARY 4, 2014.**

Staff Reporting: Mike Yeager, Community Services Director

Recommendation: Approve Order/Resolution

16. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF THOMAS R. DORNING FROM THE DEVOU PARK ADVISORY COMMITTEE, EFFECTIVE FEBRUARY 3, 2014.** *Mr. Dorning has been a member of the Devou Park Advisory Committee for the past three years. Per the City's Code of Ordinances §35.49(C), members of City boards and committees must resign after filing candidacy papers for the position of Mayor or City Commission.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT