

**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, JUNE 10, 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 meetings of May 27, 2014, minutes (or motion to dispense with reading and approve minutes).

PUBLIC HEARING:

- 2014 Edward Byrne Memorial Justice Assistance Grant Budget– Police Chief Spike Jones

PRESENTATION(S):

- Keep Covington Beautiful – 2014 Update and 2015 Plans – Richard Hunt
- 2014 River Cities Historic Preservation Awards – Beth Johnson Preservation and Planning Specialist

ITEMS FOR CONSIDERATION:

NEW BUSINESS – FIRST READING OF ORDINANCES

1. Consider Ordinance No. O-xx-14 entitled: **AN ORDINANCE AUTHORIZING THE ISSUANCE OF 2014 TAX AND REVENUE ANTICIPATION NOTES; APPROVING A FORM OF NOTE; AUTHORIZING DESIGNATED OFFICERS TO**

EXECUTE AND DELIVER THE NOTE; AUTHORIZING AND DIRECTING THE FILING OF NOTICE WITH THE STATE LOCAL DEBT OFFICER; PROVIDING FOR THE PAYMENT AND SECURITY OF THE NOTES; APPOINTING A PAYING AGENT AND REGISTRAR; CREATING A SINKING FUND; MAKING CERTAIN FEDERAL INCOME TAX COVENANTS IN RESPECT OF THE NOTES; ACCEPTING THE PROPOSAL OF THE NOTE PURCHASER HEREINAFTER SETTING FORTH FOR THE PURCHASE OF THE NOTES; AND REPEALING INCONSISTENT ORDINANCES, RESOLUTIONS AND ORDERS.

Staff Reporting: Lisa Goetz, Finance Director

Recommendation: First Reading, No Vote

2. Consider Ordinance No. O-xx-14 entitled: **AN ORDINANCE ADOPTING THE UPDATED HISTORIC COVINGTON DESIGN GUIDELINES AS APPROVED BY THE URBAN DESIGN REVIEW BOARD.** *The original Historic Covington Design Guidelines were written in 1988 and have had several updates over the years. As technologies, methods and materials in the historic preservation field have changed there is a need to incorporate and change the guidelines to reflect these changes.*

Staff Reporting: Beth Johnson, Preservation and Planning Specialist

Recommendation: First Reading, No Vote

3. Consider Ordinance No. O-xx-14 entitled: **AN ORDINANCE AMENDING CHAPTER 94 OF THE COVINGTON CODE OF ORDINANCES TO ESTABLISH RENTAL FEES FOR SHELTERS AND GREEN SPACE IN CITY PARKS.** *As part of the FY 15 budget process, an increase in park shelter rental fees for residents and non-residents has been recommended. The increase will generate an additional \$2,500 annually for the City's General Fund, and help to defray the costs of maintaining Devou Park and other parks in the City.*

Staff Reporting: Natalie Gardner, Programs and Strategic Projects Manager

Recommendation: First Reading, No Vote

4. Consider Ordinance No. O-xx-14 entitled: **AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCES, NON UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, POSITIONS DESIGNATED AND ORDINANCE O-27-13, NON-UNION CLASSIFICATION SYSTEM, ELIMINATING THE POSITION OF ADMINISTRATIVE ASSISTANT TO THE ADMINISTRATION DEPARTMENT.** *As part of the FY 15 budget process, elimination of certain full time positions has been recommended. The elimination of this full time position reduces the City's FY 15 General Fund expense by approximately \$68,000.*

Staff Reporting: Larry Klein, City Manager

Recommendation: First Reading, No Vote

NEW BUSINESS – ORDER/RESOLUTIONS

5. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF COVINGTON, KENTON COUNTY, KENTUCKY RELATING TO THE SANITARY AND STORM SEWER SYSTEM OWNED AND OPERATED BY THE SANITATION DISTRICT #1 OF NORTHERN KENTUCKY (SD1) AND THE DESIGN CONSTRUCTION AND FUNDING OF NECESSARY IMPROVEMENTS THEREOF TO REDUCE THE THREAT TO PUBLIC HEALTH, SAFETY AND PROPERTY.** *SD1 is currently accepting public comment through June 13th on its proposed budget and rate increase for FY 2015. This O/R is record that any rate increases approved are dedicated to addressing public health and safety and property damage issues related to combined sewer overflows that have occurred in Covington over the past four years, over rate increases for expansion of the current system to serve new development.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval allows the City Commission to be on record during the public comment period for SD1's proposed BY 15 budget, that any rate increases approved by the SD1 Board and Boone, Campbell and Kenton County Judges-Executive be dedicated to address ratepayers' public health and safety and property damage issues related to combined sewer overflows and not to expansion of the current system to serve new development.

6. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN APPLICATION WITH THE KENTUCKY OFFICE OF HOMELAND SECURITY FOR A GRANT FOR THE FIRE DEPARTMENT TO BE USED FOR THE REPLACEMENT OF THE DEPARTMENT'S PORTABLE RADIOS.** *The grant requires a resolution approving the execution of documents necessary to move forward with the grant process. The replacement of these items will be paid by the City with 100% reimbursement from the Kentucky Office of Homeland Security.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution. Approval allows the Fire Department to submit the grant application that would replace approximately \$400,000 of portable radios at no cost to the City.

7. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN APPLICATION WITH THE KENTUCKY OFFICE OF HOMELAND SECURITY FOR A GRANT FOR THE POLICE DEPARTMENT TO BE USED FOR EQUIPMENT AND PHYSICAL IMPROVEMENT PROJECTS AT POLICE HEADQUARTERS.** *The grant requires a*

resolution approving the execution of documents necessary to move forward with the grant process. The replacement of these items will be paid by the City with 100% reimbursement from the Kentucky Office of Homeland Security.

Staff Reporting: Spike Jones, Police Chief

Recommendation: Approve Order/Resolution

8. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE 2014 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT BUDGET ITEMS AS SUBMITTED BY THE COVINGTON POLICE DEPARTMENT.** *The budget items submitted include a Dell PowerEdge Server, associated server licenses, 9 Apple iPads and associated protective cases.*

Staff Reporting: Spike Jones, Police Chief

Recommendation: Approve Order/Resolution. Approval allows the Police Department to expend grant funds for the budgeted equipment items listed above.

9. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING A CONTRACT WITH SPRINGBROOK SOFTWARE, INC., FORMERLY DOING BUSINESS AS KVS INFORMATION SYSTEMS, INC., FOR THE CONVERSION AND INSTALLATION OF THE FINANCE DEPARTMENT SOFTWARE IN A TOTAL AMOUNT OF \$332,917.00, TO BE DISBURSED OVER A FIVE YEAR PERIOD, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO ALL NECESSARY CONTRACTS WITH SPRINGBROOK SOFTWARE, INC.** *This upgrade brings existing financial systems up to date with current architecture, processing and controls. The upgrade facilitates more efficient and improved processes in the Finance Department benefiting all other departments through enriched data management and reporting.*

Staff Reporting: Lisa Goetz, Finance Director

Recommendation: Approve Order/Resolution. Approval enables the City's Finance Department and associated financial interfaces with other Departments to be more efficient and accountable, and also complies with the City's Management Response and Corrective Action Plan for the State Auditor's Special Examination that recommended such financial operations have greater internal controls, checks and balances, and segregation of duties.

10. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE REAPPOINTMENT OF MARC TISCHBEIN TO THE COVINGTON BOARD OF ADJUSTMENT, FOR A FOUR-YEAR TERM, EFFECTIVE MAY 1, 2014, AND EXPIRING APRIL 30, 2018. .**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval reappoints Mr. Tischbein to the Board of Adjustments. He is well qualified and regularly contributes to the Board of Adjustment's adjudications.

11. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF JESSICA SPENCER TO THE COVINGTON URBAN FORESTRY BOARD FOR A THREE-YEAR TERM, EFFECTIVE JUNE 11, 2014, AND EXPIRING JUNE 10, 2017.** *Ms. Spencer's resume is included in the Commission packets. She has extensive practical experience in environmental and horticulture issues around Greater Cincinnati and Covington, as well as educational degrees from NKU, Miami University and Syracuse University, and volunteers regularly in such efforts in Covington.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval fills a vacancy on the Urban Forestry Board. Ms. Spencer is highly qualified in terms of education, work and volunteer experience.

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT