



**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, SEPTEMBER 1, 2015, 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 18, and August 25, 2015, (or motion to dispense with reading and approve minutes).

PRESENTATIONS:

None

ITEMS FOR CONSIDERATION:

NEW BUSINESS – ORDER/RESOLUTIONS

1. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF MICHAEL BARTLETT AS ASSISTANT CITY SOLICITOR IN THE LEGAL DEPARTMENT, EFFECTIVE SEPTEMBER 21, 2015.** *Mr. Bartlett will be replacing Christian Dennery in the Legal Department. He is a University of Louisville graduate. And, he is a Chase College of Law graduate. He has worked for Taliaferro Law Office, the Kenton County Attorney's Office, and a civil practice law firm, Markesbery & Richardson Co., LPA. His practice has included: General Civil Litigation, Tax Compliance and Litigation, County Government Representation, Administrative*

Law, Criminal Prosecution, Bankruptcy. He is a member of the Kentucky Bar, admitted in 2008; a member of the Bar, U.S District Court Eastern District of Kentucky, admitted 2008; a member of the Bar, U.S Court of Appeals, Sixth Circuit, admitted 2011; Northern Kentucky Bar Association; Salmon P. Chase American Inn of Court (member, membership committee); and, most important, a Kentucky Colonel. He has participated in many civil lawsuits.

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

Recommendation: Approve Order/Resolution. Mr. Bartlett is highly qualified and recommended to fill this vacant position in the Legal Department.

2. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF KIM STRATEGIER AS COMMUNITY SERVICES COORDINATOR, EFFECTIVE SEPTEMBER 2, 2015.** *Ms. Strategier will be filling the newly created AFSCME position in the Community Development Department. This new position replaces the position formerly held by Jeanette Mahan who just retired. Over 204 applications were received and Kim was the most qualified applicant. As a former part-time Code Enforcement Officer, Kim is very familiar with the City and department procedures. She will be a great addition to the team.*

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

Recommendation: Approve Order/Resolution. Ms. Strategier is highly qualified and experienced in code enforcement with the City of Covington, and highly recommended for this position. She will be a great asset to the City's code enforcement efforts.

3. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF MONICA LAAKE BEAVERS AS EXECUTIVE ASSISTANT TO THE CITY MANAGER, EFFECTIVE SEPTEMBER 14, 2015.** *Ms. Laake-Beavers is replacing Liz Barlik who was recently appointed the City's Public Information Officer.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Ms. Laake-Beavers is highly qualified and recommended for this position. She has a Bachelor's Degree in Graphic Design and Drawing from Xavier University where she was on an academic scholarship. She also has work experience in project management and marketing, and much community volunteer work in art and design in Louisville.

4. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF CASSANDRA PATTERSON-SIZEMORE AS PART-TIME FIRE/RENTAL INSPECTOR, EFFECTIVE SEPTEMBER 2, 2015.** *Ms. Sizemore was a Code Enforcement Officer with the City of Newport with duties similar to those of this position, including building inspections, citations, and residential complaints.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution. Ms. Sizemore is highly qualified and recommended for this position. She has similar experience with the City of Newport and previous experience as a paralegal. She will be a great asset to the City in our expanded residential rental inspection program that is now joined with the Fire Department and their life safety inspection program.

5. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO AN ECONOMIC DEVELOPMENT AGREEMENT WITH BARNETT INDUSTRIES, INC., dba INDY HONEYCOMB TO PROVIDE BUSINESS INCENTIVES PURSUANT TO CITY OF COVINGTON CODE OF ORDINANCES CHAPTER 116.** *Indy Honeycomb is a manufacturing company located at 1012 Mary Laidley Drive. With this expansion, the firm will be adding 13 full-time positions and a \$1.725 million capital investment.*

Staff Reporting: Geoff Milz, Economic Development Manager

Recommendation: Approve Order/Resolution. Approval allows Indy Honeycomb to utilize the City's payroll tax incentive program and to increase full time jobs and new capital investment at their current location in Covington.

6. Consider Order/Resolution No. O/R-xx15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A PROGRAMMATIC AGREEMENT BETWEEN THE CITY OF COVINGTON, THE KENTUCKY STATE HISTORIC PRESERVATION OFFICER, AND THE ADVISORY COUNCIL ON HISTORIC PRESERVATION FOR THE ADMINISTRATION OF THE CITY'S COMMUNITY DEVELOPMENT PROGRAMS.** *This agreement will allow City staff to continue to efficiently and effectively administer its Community Development Programs and ensure that no significant historic resources are adversely impacted by the programs.*

Staff Reporting: Emily Ahouse, Preservation and Planning Specialist

Recommendation: Approve Order/Resolution.

7. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR THE REPAVING/RESEALING OF PORTIONS OF WALKING TRAILS AND GOLF CART PATHS IN DEVOU PARK, PAYABLE FROM DEVOU PARK TRUST FUND AND DEVOU PARK MASTER PLAN FUND.** *Portions of both the walking trails and golf cart paths are in disrepair. Devou Park Advisory Committee and Devou Properties, Inc. have approved funding for necessary maintenance of both paths. Work will include resurfacing, resealing and water management where necessary.*

Staff Reporting: Natalie Gardner, Programs and Strategic Projects Manager

Recommendation: Approve Order/Resolution. Approval allows the City to issue a Request for Proposal for these improvements in Devou Park, paid for by funds from the Devou Trust and the Devou Properties Inc Board (Drees Pavilion).

8. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A ONE-YEAR RENEWAL CONTRACT WITH LEADSONLINE, LLC, FOR THE POWERPLUS INVESTIGATION SYSTEM, IN AN AMOUNT OF \$7,618.00, PAYABLE FROM GENERAL FUND.** *Leadsonline operates and maintains an electronic reporting and criminal investigation system for receiving data for the Police Department. This tool tracks and documents transactions made in pawn shops, metal recycling facilities nationwide and complete a host of other investigatory needs.*

Staff Reporting: Bryan Carter, Police Chief

Recommendation: Approve Order/Resolution. Approval allows the Police Department to renew its subscription for this important service in its criminal investigation work relating to stolen property.

9. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AMENDING THE PURCHASING POLICY AND PROCEDURES MANUAL.** *This amendment changes the current requirement for City staff to obtain two or more price quotes on purchases that cost between \$100 and \$1,000, to \$1,000 and \$5,000. The change would allow City staff to procure items up to \$1,000 without obtaining price quotes. While on its face this change may appear to be giving City staff too much latitude in procuring items without multiple price quotes, the current practice is burdensome and inefficient. City staff, especially the Department of Public Improvements, routinely purchase material and items that cost more than \$100 (concrete, gravel, tools, et cet.) and the process of*

obtaining price quotes for each item and each time the material or items are needed has become burdensome, requiring a good amount of staff time, and taking time from supervisors working in the field to stop what they are doing and call various vendors for quotes. Also, it has become difficult for staff to get price quotes from some vendors as the vendor knows we are only calling for a second or third price quote. There are still sufficient controls in place in our procurement for these items and to verify that the price is reasonable.

Staff Reporting Lisa Desmarais, City Operations Director and Interim Finance Director

Recommendation: Approve Order/Resolution. Approval allows for a more efficient method of procuring relatively low cost items that are procured on a daily basis.

10. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE REAPPOINTMENTS OF WILLIAM DICKSON AND SUE PUFFENBERGER, TO THE URBAN FORESTRY BOARD FOR THREE-YEAR TERMS, EFFECTIVE SEPTEMBER 1, 2015, AND EXPIRING AUGUST 31, 2018.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval allows the Urban Forestry Board to have two vacant positions filled. Both candidates are highly qualified and recommended.

11. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ELIMINATING LONGEVITY PAY FOR CITY OF COVINGTON ELECTED OFFICIALS.** *The members of the Board of Commissioners have traditionally been paid “longevity pay” that provides compensation for employees based on their years of service.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution

PROJECT UPDATES

1. Springbrook Financial Software Implementation – Lisa Desmarais, City Operations Director and Interim Finance Director
2. Riverfront Commons Development – Larisa Sims, Assistant City Manager for Development

**Next regularly scheduled Legislative Commission Meeting: 6:00 PM,
Tuesday, September 22, 2015.**

**Next regularly scheduled Caucus Meeting: 6:00 PM, Tuesday, September 15,
2015.**

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT