

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, March 4, 2014 6:00 P.M.**  
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A **REGULAR MEETING** of the Board of Commissioners of the City of Covington, Kentucky, was opened by Mayor Carran, on Tuesday, March 4, 2014, at 6:00 p.m., in Commission Chambers, 20 West Pike Street, Covington, Kentucky.

Mayor Carran presiding with Commissioners Chuck Eilerman, Steve Frank, Mildred Rains, Michelle Williams, City Manager Larry Klein, and City Solicitor Frank Warnock, present.

**MOTION** of Commissioner Rains, seconded by Commissioner Eilerman to dispense with the reading of and approve the minutes of the February 18, 2014, meeting minutes.

**Passed.** 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

**PRESENTATIONS:**

There were no presentations.

**OLD BUSINESS – SECOND READING OF ORDINANCES**

**TEXT AMENDMENT** – A public hearing was held before the Kenton County Planning Commission on Thursday, February 6, 2014, and the Commission unanimously recommended approval of the proposed text amendment. While the definition of New Vehicle & Equipment Sales, Light is broad, the proposed use restrictions would prohibit large scale automobile dealerships and service stations within the CBD zone.

**COMMISSIONERS' ORDINANCE NO. O-05-14**

AN ORDINANCE APPROVING A TEXT AMENDMENT TO THE OFFICIAL ZONING ORDINANCE OF THE CITY OF COVINGTON, KENTUCKY (O-37-06) ALLOWING NEW VEHICLE & EQUIPMENT SALES, LIGHT USES IN THE CENTRAL BUSINESS DISTRICT (CBD) ZONING DISTRICTS THROUGH THE CONDITIONAL USE PROCESS SUBJECT TO USE SPECIFIC STANDARDS.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Frank.  
**Passed.** 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

**NEW BUSINESS – ORDER/RESOLUTIONS**

**EMPLOYMENT** – Ms. Desmarais has 20+ years of experience in data and software management. Her data management background includes employment with American Express and Fidelity Investments which brought her to Covington to implement their data systems for the new Covington Campus. She has also held similar positions with Cap Gemini Ernst & Young and Villa Madonna Academy. She recently served as the Executive Director of Family Promise of Northern Kentucky.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-45-14**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF LISA V. DESMARAIS AS THE INFORMATION TECHNOLOGY AND DATA MANAGER, EFFECTIVE MARCH 5, 2014.

**MOTION** of Commissioner Rains, seconded by Commissioner Williams.  
**Passed.** 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

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**EMPLOYMENT** – The position of Finance Technician is an unfilled position. Ms. Stephens will assist and serve as a backup to the Purchasing Manager, work the customer service window and assist the Finance Director and/or the Assistant Finance Director in administrative duties related to budget and other projects as needed. Jackie has over 20 years of work experience and has worked in the City's Finance Department as a temporary clerk since May of 2013. Her performance during this period has been above average and her customer service skills are outstanding.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-46-14**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF JACQUELINE STEPHENS AS THE FINANCE TECHNICIAN IN THE CITY OF COVINGTON FINANCE DEPARTMENT, EFFECTIVE MARCH 5, 2014, CONTINGENT UPON SUCCESSFUL COMPLETION OF EMPLOYMENT REQUIREMENTS.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Rains.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

**MEMORANDUM OF UNDERSTANDING** – The City and the School Board have been in discussions regarding reformatting the summer program to better align with the strategic efforts of CIPS. The City would partner with reimbursement funding up to \$52,000 for staff and \$17,000 for field trips and supplies. This would be a savings of nearly \$15,000 for the City as compared to previous years' expenses for the summer program.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-47-14**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE COVINGTON INDEPENDENT PUBLIC SCHOOLS BOARD OF EDUCATION FOR A PARTNERSHIP FOR THE COVINGTON SUMMER YOUTH PROGRAM, AND AUTHORIZING THE EXPENDITURE OF AN AMOUNT NOT TO EXCEED \$69,000.00, WITH \$35,000.00 PAYABLE FROM CDBG PROGRAM ACTIVITIES FUNDS AND \$34,000.00 PAYABLE FROM THE GENERAL FUND.

**MOTION** of Commissioner Frank, seconded by Commissioner Eilerman.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

**HOME CONSORTIUM'S ANNUAL ACTION PLAN** – The HOME Homebuyer Purchase program has shown renewed interest in this program year. In the first six months of the program year, all the funds available have been committed. In order to continue the program, as well as meet HUD's requirement to keep HOME funds moving, a reprogramming of prior year funds is requested. Also, prior year funds committed to 2 CHDO projects is requested. These projects were approved in prior years; however, funds are being drawn in the program year.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-48-14**

AN ORDER/RESOLUTION APPROVING AN AMENDMENT TO THE CITY OF COVINGTON AND THE NORTHERN KENTUCKY HOME CONSORTIUM'S ANNUAL ACTION PLAN FOR THE PROGRAM YEAR BEGINNING JULY 1, 2013, ALLOWING FOR THE REPROGRAMMING OF CERTAIN HOME FUNDS.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Frank.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

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**CAROLINE AVENUE RETAINING WALL** – O/R-11-14 was approved for the construction contracts awarded on an emergency basis for the replacement of the retaining wall on Caroline Avenue. Contracts and costs have been established. This amendment will also allow CDBG funds to be used to cover the construction costs rather than General/Capital funds that were originally allocated.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-49-14**

AN ORDER/RESOLUTION AMENDING COMMISSIONERS' O/R-11-14 TO UPDATE EMERGENCY CONTRACTS AND COSTS ASSOCIATED WITH THE CAROLINE AVENUE RETAINING WALL PROJECT.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Frank. Passed. 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

**BOARD RESIGNATION** – Mr. Brannen has been a member of DPAC since 2012. 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 Commissioner.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-50-14**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF CHAS BRANNEN FROM THE DEVOU PARK ADVISORY COMMITTEE, EFFECTIVE FEBRUARY 19, 2014.

**MOTION** of Commissioner Rains, seconded by Commissioner Eilerman. Passed. 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

**BOARD RESIGNATION** – Ms. Desmarais has been approved as the City's Information Technology and Data Manager. As a City employee is would not be appropriate that she serve on a standing Committee appointed by the Board of Commissioners.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-51-14**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF LISA DESMARAIS FROM THE COVINGTON AUDIT COMMITTEE, EFFECTIVE MARCH 4, 2014.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Frank. Passed. 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

**HOUSE BILL 171**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-52-14**

AN ORDER/RESOLUTION SUPPORTING THE PASSAGE OF HOUSE BILL 171 BY THE STATE LEGISLATURE, AN ANTI-DISCRIMINATION BILL THAT EXTENDS PROTECTION FROM DISCRIMINATION ON THE BASIS OF SEXUAL ORIENTATION AND GENDER IDENTITY IN THE COMMONWEALTH OF KENTUCKY.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Frank. Passed. 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

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**ADJOURNMENT**

MAYOR CARRAN adjourned the meeting at 6:45 p.m.

/s/ Sherry Carran  
MAYOR

ATTEST:

/s/ Margaret Nyhan  
CITY CLERK

APPROVED: March 18, 2014