



**CITY OF COVINGTON, KENTUCKY  
LEGISLATIVE MEETING  
BOARD OF COMMISSIONERS  
TUESDAY, June 14, 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 May 24 and May 31, 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 RE-APPROPRIATING AND RE-APPORTIONING THE ANTICIPATED GENERAL FUND REVENUE AND EXPENDITURES AND THE ANTICIPATED REVENUE AND EXPENDITURES OF ALL OTHER FUNDS OF THE CITY OF COVINGTON, KENTUCKY FOR THE FISCAL YEAR BEGINNING JULY 1, 2015, AND ENDING JUNE 30, 2016.**

**Staff Reporting:** Lisa Desmarais, Director of Finance and Operations  
**First Reading, No Vote**

2. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE APPROPRIATING AND APPORTIONING THE ANTICIPATED GENERAL FUND REVENUE AND EXPENDITURES AND THE ANTICIPATED REVENUE AND EXPENDITURES OF ALL OTHER FUNDS OF THE CITY OF COVINGTON, KENTUCKY FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017.**

**Staff Reporting:** Lisa Desmarais, Director of Finance and Operation  
**First Reading, No Vote**

3. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE THAT AMENDS THE ORDINANCE RELATING TO ENHANCING FISCAL STABILITY TO ENACT A FORMAL POLICY FOR THE ESTABLISHMENT, MAINTENANCE AND USE OF CERTAIN FUND BALANCES WITHIN THE CITY'S GENERAL FUND AND OTHER FUNDS.**

**Staff Reporting:** Larry Klein, City Manager  
**First Reading, No Vote**

4. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE AMENDING SECTION 111.120 OF THE COVINGTON CODE OF ORDINANCES TO AMEND THE MUNICIPAL INSURANCE PREMIUM LICENSE FEE FROM 10% OF PREMIUMS COLLECTED TO 12% OF PREMIUMS COLLECTED, EXCLUDING THOSE PREMIUMS EXEMPT FROM LICENSE FEES AND TAXES PURSUANT TO KRS 91S.080, ASSESSING A 10% PENALTY FOR A TAX OR FEE NOT PAID WITHIN THIRTY DAYS AFTER THE DUE DATE, AND FURTHER PROVIDING FOR A SUNSET CLAUSE TO REVERT THE INSURANCE PREMIUM TAX RATE BACK TO 10 PERCENT SIX YEARS FROM THE EFFECTIVE DATE OF THIS ORDINANCE; AND, RESTRICTING THE TAX REVENUE GENERATED BY THE 2% INCREASE, CALCULATED A ONE-SIXTH OF THE ACTUAL INSURANCE PREMIUM LICENSE FEE RECEIVED, TO CAPITAL EXPENDITURES AND NOT TO BE USED FOR GENERAL FUND EXPENDITURES.**

**Staff Reporting:** Larry Klein, City Manager  
**First Reading, No Vote**

5. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE CLOSING A PORTION OF THE 10 FOOT (10') WIDE ALLEY LOCATED TO THE WEST OF THE CITY-OWNED PARKING LOT AT 20-30 WEST EIGHTH**

**STREET PURSUANT TO KRS 82.405.** *As part of the Development Agreement with 730 Washington LLC, the City agreed to vacate a portion of the alley that is adjacent to the City-owned parking lot on 8<sup>th</sup> Street. This is necessary as the Duveneck Place development will be constructed over a portion of the alley.*

**Staff Reporting:** Donald Warner, Assistant City Solicitor  
**First Reading, No Vote**

#### **OLD BUSINESS – SECOND READING OF ORDINANCES**

6. Consider Ordinance No. O-xx-16 entitled: **AN ORDINANCE NAMING AN ALLEY “EIFERT FAMILY WAY” THAT IS LOCATED BEHIND HOLY CROSS HIGH SCHOOL BEGINNING AT THE NORTH END OF THE ALLEY NEAR THE RAILROAD TRACKS AND ENDING AT EAST SOUTHERN AVENUE IN HONOR OF THE EIFERT FAMILY’S CONTRIBUTIONS TO THE CITY OF COVINGTON.**

**Staff Reporting:** Larry Klein, City Manager  
**Recommendation:** Approve Ordinance

#### **NEW BUSINESS – ORDER/RESOLUTIONS**

7. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN APPLICATION WITH THE KENTUCKY OFFICE OF HOMELAND SECURITY FOR A GRANT FOR THE COVINGTON POLICE DEPARTMENT TO BE USED FOR EQUIPMENT AND PHYSICAL IMPROVEMENT PROJECTS AT POLICE HEADQUARTERS.** *The application for and approval of Kentucky Office of Homeland Security fund impose certain obligations and responsibilities one of which is the execution of the application by the Mayor.*

**Staff Reporting:** Bryan Carter, Police Chief  
**Recommendation:** Approve Order/Resolution

8. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ADOPTING THE OFFICE OF THE INTERNAL AUDITOR’S ANNUAL RISK ASSESSMENT AND AUDIT PLAN FOR FISCAL YEAR 2016-2017.** *The Risk Assessment and Audit Plan details the Internal Auditor’s work schedule for fiscal year 2017. This plan was recommended for approval by the Audit Committee in May 2016.*

**Staff Reporting:** Jenna Skop, Internal Auditor  
**Recommendation:** Approve Order/Resolution

9. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE LEGAL DEPARTMENT TO ENFORCE, THROUGH FORECLOSURE ACTIONS, THE INTERESTS THAT CITY HOLDS IN VARIOUS VACANT AND/OR ABANDONED PROPERTIES ON ACCOUNT OF STATUTORY LIENS FOR DELINQUENT AD VALOREM TAXES AND/OR NUISANCE LIENS, AND UPON ACQUISITION, DECLARE AS SURPLUS AND TRANSFER SAID PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES, PURSUANT TO KRS 82.083, TO THOSE DEVELOPERS LISTED IN THE ATTACHED SCHEDULE, ON THE CONDITION THAT SAID DEVELOPERS PAY FOR THE COSTS ASSOCIATED WITH THE FILING OF ANY LEGAL ACTIONS, AND THE COST OF ACQUISITION OF THE PROPERTIES AT THE TIME OF THE MASTER COMMISSIONER SALE.** *This is the third iteration of CCDI and once again engages pre-qualified developers to rehab vacant and abandoned structures as well as adjacent land owners to maintain vacant lots. Under both scenarios, the city is able to avoid the costs of ongoing maintenance related to grass cuts and code enforcement procedures. Additionally, the return of these properties to tax producing status represents an increase in revenue for the City.*

**Staff Reporting:** Donald Warner, Assistant City Solicitor  
**Recommendation:** Approve Order/Resolution

10. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONSENT TO CLOSE A PORTION OF THE PUBLIC RIGHT-OF-WAY TO THE WEST OF THE CITY-OWNED PARKING LOT LOCATED ON EIGHTH STREET.** *Pursuant to KRS 82.405, the closure of a public right of way requires consent of all property owners abutting the right of way. The City owns the parking lot that abuts the portion of the alley that will be vacated.*

**Staff Reporting:** Donald Warner, Assistant City Solicitor  
**Recommendation:** Approve Order/Resolution

11. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A REVOCABLE LICENSE AGREEMENT WITH BLUE SOX BAR AND GRILLE, LLC TO ALLOW FOR THE OPERATION OF OUTDOOR DINING AND THE INSTALLATION OF CERTAIN PUBLIC**

**IMPROVEMENTS WITHIN THE PUBLIC RIGHT OF WAY AT PARK AND COURT STREETS.** *The owners of a new sports bar to be located at 302 Court Street would like to mirror the improvements that were done to the sidewalks in front of Keystone. The improvements would include wider sidewalks, brick pavers, new street trees, and new catch basins. Court Street is wide enough to accommodate the proposed changes without having to eliminate any parking spaces.*

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

**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 CHANGE ORDER WITH RAINBOW ENVIRONMENTAL IN AN AMOUNT OF \$4,160.00 FOR ADDITIONAL ASBESTOS REMOVAL REQUIRED TO COMPLETE THE DEMOLITION CONTRACT.** *Rainbow was hired to abate the asbestos in properties that were included on the most recent demo contract. They also supervised asbestos removal on the fire at 1602-1604 Scott which was emergency work not included in their contract. They also provided services during the demo at 1104 Locust because the building condition was too bad to allow for abatement prior to the demolition.*

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

**Recommendation:** Approve Order/Resolution

13. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH CT CONSULTANTS FOR PROFESSIONAL DESIGN SERVICES RELATED TO THE REALIGNMENT OF PRISONER'S LAKE ROAD IN AN AMOUNT NOT TO EXCEED \$8,800.00, PAYABLE FROM THE DEVOU MASTER PLAN FUND.** *CT Consultants was hired to perform the design work in 2011. The construction of the site at the time was cost prohibitive and the project was postponed. After meeting with DPAC members, changes were made to the proposal to reduce costs. CT Consultants are familiar with the project and have much of the source material at hand and staff recommends execution of a new contract with them.*

**Staff Reporting:** Jessica Moss, GIS/Business Analyst and Project Manager

**Recommendation:** Approve Order/Resolution



14. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT, AND ALL OTHER NECESSARY DOCUMENTS, WITH SHERRILL-MORGAN & ASSOCIATES, INC. FOR BROKERAGE SERVICES ASSOCIATED WITH STOP-LOSS MEDICAL COVERAGE THROUGH SUN LIFE INSURANCE COMPANY AND MED BEN AS THE THIRD PARTY ADMINISTRATOR.** *An RFP was issued for these services and the city received five proposals. Sherrill-Morgan, our current provider, submitted the best responsible bid.*

**Staff Reporting:** Allison Hudson, Compliance Officer

**Recommendation:** Approve Order/Resolution

15. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A ONE MONTH CONTRACTUAL EXTENSION WITH ARTHUR J. GALLAGHER & Co., CINCINNATI INSURANCE COMPANY AND KENTUCKY EMPLOYER'S MUTUAL INSURANCE FOR THE EXTENSION OF OUR CURRENT PROPERTY INSURANCE COVERAGE AND WORKER'S COMPENSATION COVERAGE.** *An RFP was issued for insurance and five responses were received. We are still in the process of negotiating and evaluating vendors for our property insurance coverage and worker's comp coverage. Our current policies for these services expire on July 1, 2016 and staff is requesting a one month extension for these policies to have additional time to select the best possible broker.*

**Staff Reporting:** Allison Hudson, Compliance Officer

**Recommendation:** Approve Order/Resolution

16. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS, WITH ALACK REFRIGERATION CO. FOR THE PURCHASE OF DEVOU PARK GOLF COURSE CLUBHOUSE KITCHEN EQUIPMENT, AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$120,866.91, PAYABLE FROM THE DEVOU PARK MASTER PLAN FUND.**

**Staff Reporting:** Rick Davis, Department of Public Improvements Director

**Recommendation:** Approve Order/Resolution

17. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING A DISBURSEMENT OF FUNDS TO NON-UNION EMPLOYEES, PURSUANT TO SECTION 4.1 OF THE FISCAL STABILITY ORDINANCE, O-50-15, TO SHARE THE PROCEEDS OF THE ALLOCATION OF THE CARRYOVER OF FUNDS PROVIDED FOR COMPENSATION OF CITY EMPLOYEES IN THE EVENT THAT FUNDS ARE AVAILABLE AFTER OTHER OBLIGATIONS HAVE BEEN SATISFIED.**

**Staff Reporting:** Larry Klein, City Manager

**Recommendation:** Approve Order/Resolution

**FY 2016-2017 Annual Budget Public Meeting, 6:00 P.M., Monday June 20, 2016.**

**Next regularly scheduled Caucus Meeting: 6:00 PM, Tuesday, June 28, 2016.**

**Next regularly scheduled Legislative Commission Meeting: 6:00 PM, Tuesday, July 12, 2016.**

**Project Update – City Pool Usage Statistics**

**PUBLIC COMMENTS**

**COMMISSIONERS' COMMENTS**

**CITY MANAGER'S COMMENTS**

**CITY SOLICITOR'S COMMENTS**

**MAYOR'S COMMENTS**

**ADJOURNMENT**