

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, August 23, 2016 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, August 9, 2016, at 6:00 p.m., in Commission Chambers, 20 West Pike Street, Covington, Kentucky.

Mayor Carran presiding with Commissioners Chuck Eilerman, Jordan Huizenga, Bill Wells, City Manager Larry Klein, and City Solicitor Frank Warnock, present. Commissioner Steve Frank was absent.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga to dispense with the reading of and approve the minutes of the August 9 and August 16, 2016, meetings.

**Passed.** 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**PUBLIC HEARING** – Pursuant to KRS 132.027, a public hearing was held for the purpose of hearing comments from the public regarding the institution of proposed tax rates for the 2016-2017 Fiscal Year. Assistant Finance Director Dave Mathews advised the Mayor and Commission that staff recommends the tax rates of \$0.3332 for personal property and \$0.3130 for real estate which are the same rates for Fiscal Year 2015-2016. There were not comments from the public during the hearing.

**PRESENTATIONS**

- Jin Kong and Shannon Ratterman, Keep Covington Beautiful, updated the Mayor and Commission on the group's accomplishments during 2016 and their goals for the coming year.
- Page Ellerman, Old Seminary Square, presented plans for the renovations of two parks in the neighborhood and their plans for other improvements including walking trails, etc. throughout the neighborhood.

**NEW BUSINESS – FIRST READING OF ORDINANCES**

**GARRARD STREET** – The State-owned parking lot at 4<sup>th</sup> and Garrard has recently been blocked off and the residents in that block of Garrard have no off-street parking. Making this block one-way will create about 15 on-street parking spaces.

**COMMISSIONERS ORDINANCE NO. O-XX-16**

AN ORDINANCE AMENDING CHAPTER 76 TRAFFIC SCHEDULES, SCHEDULE I THROUGH STREETS AND SCHEDULE II ONE WAY STREETS AND ALLEYS, TO RECLASSIFY GARRARD STREET BETWEEN FOURTH STREET AND FIFTH STREET AS A NORTHBOUND ONE WAY STREET.

**First Reading, No Vote**

**OLD BUSINESS – SECOND READING OF ORDINANCES**

**TAX RATE** – For FY 2016-2017, tax rates will be: personal property - \$0.3332 and real estate \$0.3130.

**COMMISSIONERS' ORDINANCE NO. O-19-16**

AN ORDINANCE RELATING TO THE GENERAL REVENUE AND LEVYING AND FIXING AN AD VALOREM TAX RATE ON ALL PROPERTY ASSESSED OR ASSESSABLE SUBJECT TO TAXATION FOR MUNICIPAL PURPOSES IN THE CITY OF COVINGTON, KENTUCKY, TO MEET THE GENERAL EXPENSES OF SAID CITY; PROVIDING A

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SINKING FUND FOR PAYMENT OF INTEREST ON THE BONDED INDEBTEDNESS OF THE CITY; AND TO REDEEM BONDS MATURING DURING THE FISCAL YEAR ENDING JUNE 30, 2017.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga. Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**CREATE POSITION**

**COMMISSIONERS' ORDINANCE NO. O-20-16**

AN ORDINANCE AMENDING §34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, AND COMMISSIONERS' ORDINANCE NO. O-27-13 CREATING THE POSITION OF DEVELOPMENT MANAGER AND ESTABLISHING A SALARY FOR THE POSITION.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Wells. Passed. 5 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**JOB TITLE**

**COMMISSIONERS' ORDINANCE NO. O-21-16**

AN ORDINANCE AMENDING O-18-16 TO CHANGE THE JOB TITLE OF INFRASTRUCTURE AND DEVELOPMENT DIRECTOR/CITY ENGINEER TO DEVELOPMENT DIRECTOR/CITY ENGINEER.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Eilerman. Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**CREATE POSITIONS** – The following positions are being created because of title changes and/or additional duties added: Parks and Recreation Manager, Recreation Program Coordinator, and Administrative Assistant Parks, Recreation, and Facilities.

**COMMISSIONERS' ORDINANCE NO. O-22-16**

AN ORDINANCE AMENDING §34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, AND COMMISSIONERS' ORDINANCE NO. O-27-13 CREATING THE POSITIONS IN THE DEPARTMENT OF DEVELOPMENT AND TO ESTABLISH SALARIES FOR THOSE POSITIONS.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells. Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**ZONING CODE**

**COMMISSIONERS' ORDINANCE NO. O-23-16**

AN ORDINANCE AMENDING SECTION 12.05.05(A) OF THE COVINGTON ZONING CODE TO MODIFY THE EXPIRATION TIME OF A STAGE I DEVELOPMENT PLAN FOR A PLANNED UNIT DEVELOPMENT FROM 24 DAYS TO 24 MONTHS TO CORRECT A TYPOGRAPHICAL ERROR.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Eilerman. Passed. 5 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

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**NEW BUSINESS – ORDER/RESOLUTIONS**

**EMPLOYMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-267-16**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF DANIEL ELSBERND, MICHAEL JANSEN, AND BRYAN PANKO AS POLICE OFFICERS GRADE I IN THE COVINGTON POLICE DEPARTMENT, EFFECTIVE OCTOBER 30, 2016.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Wells.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**EMPLOYMENT** – Mr. Powers is currently a Police Officer with the Dayton, Kentucky Police Department.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-268-16**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF BRIAN POWERS, JR. AS A POLICE OFFICER GRADE II IN THE COVINGTON POLICE DEPARTMENT, EFFECTIVE AUGUST 28, 2016.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Wells.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**JOB DESCRIPTIONS**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-269-16**

AN ORDER/RESOLUTION APPROVING THE AMENDED JOB DESCRIPTIONS FOR DEVELOPMENT MANAGER, PARKS AND RECREATION MANAGER, RECREATION PROGRAM COORDINATOR, AND ADMINISTRATIVE ASSISTANT PARKS, RECREATION AND FACILITIES IN THE DEVELOPMENT DEPARTMENT.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Wells.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**RENEWAL CONTRACT**

**COMMISSIONERS ORDER/RESOLUTION NO. O/R-270-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A ONE-YEAR RENEWAL CONTRACT WITH LEADS ONLINE, LLC FOR THE TOTALTRACK PLUS METAL THEFT INVESTIGATION SYSTEM, IN AN AMOUNT OF \$7,618.00, PAYABLE FROM GENERAL FUND.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**AGREEMENT** – The Library is storing a number of old minute books and other historical books for the City.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-271-16**

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AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE KENTON COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES ACKNOWLEDGING THAT KENTON COUNTY LIBRARY, 502 SCOTT BOULEVARD, COVINGTON, KENTUCKY, WILL STORE CERTAIN CITY-OWNED BOOKS.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Wells.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**SURPLUS PROPERTY** – Included are items that were not transferred to Kenton County in 2012 when the County took over dispatch.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-272-16**

AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION PURSUANT TO KRS 82.083(4)(a).

**MOTION** of Commissioner Wells, seconded by Commissioner Huizenga.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**MEMORANDUM OF UNDERSTANDING**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-273-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH KENTON COUNTY PERTAINING TO THE INSTALLATION, MAINTENANCE, AND PAYMENT FOR CITY-LICENSED SOFTWARE INSTALLED ON COUNTY SERVERS.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**SURPLUS PROPERTY** – The list contains police vehicles that are to be replaced with new vehicles that are currently on order.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-274-16**

AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING ITS SALE AND DISPOSITION PURSUANT TO KRS §§82.083 AND 45A.425.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

**REQUEST FOR PROPOSALS**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-275-16**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR A PARKING STUDY IN THE AREA NORTH OF MARTIN LUTHER KING, JR. BLVD. BETWEEN THE LICKING RIVER AND I-75 TO BE PAID FOR BY COVINGTON ECONOMIC DEVELOPMENT AUTHORITY FUNDS.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Wells.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.

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A motion was made by Commissioner Huizenga, second by Commissioner Eilerman to go into Executive Session pursuant to KRS61.810(1)(b) deliberations on the future acquisition or sale of real property by a public agency, and KRS61.810(1)(g) discussions between a public agency and a representative of a business entity and discussions concerning a specific proposal. Motion passed 4-0.

**ADJOURNMENT**

Mayor Carran adjourned the meeting at 9:30 p.m. with no additional action taken.

/s/ SHERRY CARRAN  
MAYOR

ATTEST:

/s/ Margaret M. Nyhan  
CITY CLERK

APPROVED: September 13, 2016