NOTICE OF SPECIAL MEETING

The undersigned, as Mayor of the City of Covington, Kentucky, hereby gives notice to all of the members of the Board of Commissioners of said City that a Special Meeting of said Board of Commissioners is hereby called and will be convened at 5:00 p.m. in Commission Chambers, City Hall, 20 West Pike Street, Covington, Kentucky, Tuesday, December 8, 2015. The Agenda is attached hereto and incorporated by reference.

WITNESS my hand and seal of said City this 7th day of December 2015.

Sherry Carran

MAYOR

ACCEPTANCE AND WAIVER OF NOTICE

The undersigned, being all of the members of the Board of Commissioners of the City of Covington, Kentucky, do hereby acknowledge receipt of said Notice upon each of us, and do hereby accept said Notice, and do hereby waive any possible informality or irregularity as to time, place, or manner or service of the same upon each of us, and do hereby agree and consent that a special meeting of said Board of Commissioners may be held at the time and place, and for the purposes stated in the foregoing Notice; and that said meeting may be recessed from time to time until such business has been completed.

Date:_____ Time:_____ _____
COMMISSIONER

Date:_____ Time:_____ _____
COMMISSIONER

Date:_____ Time:_____ _____
COMMISSIONER

Date:_____ Time:_____ _____
COMMISSIONER

NOTICES SENT VIA ELECTRONIC MAIL TO:

- *The Kentucky Enquirer* - Attn: Cindy Schroeder, dschroeder@nky.com; Terry DeMio, tdemio@nky.com and, Scott Wartman, swartman@enquirer.com
- *River City News,* Attn: Michael Monks, mamonks@gmail.com
- Rick Hines – rhines@usnation.com

Sent the 7th day of December, 2015, at approximately 4:45pm.

CITY OF COVINGTON, KENTUCKY
BOARD OF COMMISSIONERS
Tuesday, December 8, 2015, 5:00 P.M.

CAUCUS MEETING AGENDA

PRESENTATIONS:

- "Complete Streets" by Marsha Bach of NKY Independent Health District
- Fiscal Year 2014-2015 Comprehensive Annual Financial Report (CAFR) by Clark, Schaeffer and Hackett

ITEMS FOR CONSIDERATION:

NEW BUSINESS – FIRST READING OF ORDINANCES

1. Consider Ordinance No. O-xx-15 entitled: **AN 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
   Recommendation: Approve Ordinance

OLD BUSINESS – SECOND READING OF ORDINANCES

2. Consider Ordinance No. O-xx-15 entitled: **AN ORDINANCE ESTABLISHING THE DATES OF THE REGULAR LEGISLATIVE MEETINGS OF THE COVINGTON BOARD OF COMMISSIONERS FOR 2016.** *Establishes by City Ordinance the schedule of regular Legislative Meetings of the Board of Commissioners for calendar year 2016. There are at least two regular Legislative Meetings scheduled for each month, except for months of June and July.*

   Staff Reporting: Larry Klein, City Manager
   Recommendation: Approve Ordinance. Approval establishes the regular legislative meeting schedule for calendar year 2016.

3. Consider Ordinance No. O-xx-15 entitled: **AN ORDINANCE ESTABLISHING THE DATES OF THE CAUCUS MEETINGS OF THE COVINGTON BOARD OF COMMISSIONERS FOR 2016.** *Establishes by City Ordinance the schedule of regular Caucus Meetings of the Board of Commissioners for calendar year 2016. There is one regular Caucus meeting scheduled for each month.*

   Staff Reporting: Larry Klein, City Manager
   Recommendation: Approve Ordinance. Approval establishes the caucus meeting schedule for calendar year 2016.

4. Consider Ordinance No. O-xx-15 entitled: **AN ORDINANCE ESTABLISHING THE MEETING DATES OF THE DEVELOPMENT COMMITTEE, FINANCE COMMITTEE, PARKS AND INFRASTRUCTURE COMMITTEE, AND PUBLIC SAFETY COMMITTEE FOR 2016 FOR THE CITY OF COVINGTON.** *Establishes by City Ordinance the schedule of meetings for standing Committees established by the Board of Commissioners for calendar year 2016.*

   Staff Reporting: Larry Klein, City Manager
   Recommendation: Approve Ordinance. Approval establishes the meeting schedules of the Development Committee, Finance Committee, Parks and Infrastructure Committee, and Public Safety Committee for calendar year 2016.

5. Consider Ordinance No. O-xx-15 entitled: **AN ORDINANCE ESTABLISHING THE MEETING DATES OF THE COVINGTON ECONOMIC DEVELOPMENT AUTHORITY FOR 2016.** *Establishes by City Ordinance the schedule of meetings for the Covington Economic Development Authority for calendar year 2016.*

   Staff Reporting: Larisa Sims, Assistant City Manager
   Recommendation: Approve Ordinance. Approval establishes the meeting schedule of the Covington Economic Development Authority for calendar year 2016.

6. Consider Ordinance No. O-xx-15 entitled: **AN ORDINANCE AMENDING ORDINANCE NO. O-30-12 REINSTATING ONE (1) CAPTAIN POSITION IN THE COVINGTON FIRE DEPARTMENT.** *In 2012, the City reduced the total number of Captain, Lieutenant and Engineer positions in the Fire Department. It is now recommended to add back one (1) Captain position, the goal of which is to have a Captain in Car 9 (Inspection) on each shift, adding more supervision and oversight. The total annual budget impact of this change is approximately $14,000, and will be absorbed by current FY 16 Fire Department budget.*

   Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Ordinance. Approval allows the City to add back one (1) Captain position, adding more supervision and oversight.

7. Consider Ordinance No. O-xx-15 entitled: **AN ORDINANCE AMENDING CHAPTER 98 OF THE COVINGTON CODE OF ORDINANCES TO REFLECT THE MODIFICATIONS THAT HAVE BEEN MADE TO THE CITY'S BILLING PRACTICES AS THEY RELATE TO SOLID WASTE AND RECYCLING SERVICES PROVIDED WITHIN THE CITY.** *The City awarded a franchise for the collection and disposal of solid waste and recyclables to Rumpke of Kentucky, Inc. During this transition, the City took the opportunity to modify its waste management programs, including sanitation and health regulations that its residents and businesses must follow. The current ordinance is not entirely consistent with the new regulations and therefore must be amended accordingly. Major amendments include regulations regarding user fees and payments.*

   Staff Reporting: Rick Davis, Dept. of Public Improvements Director/Assistant City Engineer and Sheila Fields, Solid Waste Coordinator
   Recommendation: Approve Ordinance.

8. Consider Ordinance No. O-xx-15 entitled: **AN ORDINANCE AMENDING CHAPTER 95 OF THE COVINGTON CODE OF ORDINANCES TO REFLECT THE MODIFICATIONS THAT HAVE BEEN MADE TO THE CITY'S ENFORCEMENT PRACTICES AS THEY RELATE TO SOLID WASTE AND RECYCLING SERVICES PROVIDED WITHIN THE CITY.** *The City awarded a franchise for the collection and disposal of solid waste and recyclables to Rumpke of Kentucky, Inc. During this transition, the City took the opportunity to modify its waste management programs, including sanitation and health regulations that its residents and businesses must follow. The current ordinance is not entirely consistent with the new regulations and therefore must be amended accordingly. Major amendments include regulations regarding bulk item set outs, penalties, and container services and placement.*

   Staff Reporting: Rick Davis, Dept. of Public Improvements Director/Assistant City Engineer and Sheila Fields, Solid Waste Coordinator
   Recommendation: Approve Ordinance.

NEW BUSINESS – ORDER/RESOLUTIONS

9. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE AUDIT REPORT OF THE 2015 CITY OF COVINGTON COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AS PRESENTED BY CLARK SCHAEFER HACKETT.**

   Staff Reporting: Lisa Desmarais,

Recommendation: Approve Order/Resolution

10. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER RESOLUTION APPROVING THE EMPLOYMENT OF TODD SINK TO THE POSITION OF MANAGER OF ANALYTICS AND INTELLIGENCE IN THE OPERATIONS DEPARTMENT AT AN ANNUAL SALARY OF $64,000.00, EFFECTIVE JANUARY 18, 2016**. *On October 6, 2015 City Commissioners adopted O/R 309-15 approving the positon of Manager of Analytics and Intelligence in the Operations Department. The City received 28 applications for the position. After interviewing several qualified candidates, staff recommends hiring Todd Sink to the position of Manager of Analytics and Intelligence. Todd holds a Ph.D. in Philosophy in Economic Geography with a concentration in Data Analytics from Indiana State University. He also holds a Master's degree and Bachelor's degree in Geography with emphasis in Urban Planning and Sociology. Todd has 4+ years of experience working as a Research Specialist for the State of West Virginia where he developed and maintained business intelligence dashboards to provide senior management with data to make decisions on fiscal and human capital resource allocation. Todd is also an Adjunct Professor at Concord University in Athens, West Virginia where he teaches courses in Geographic Information Systems (GIS Mapping) and Urban and Regional Planning. Todd lives in West Virginia and will be relocating with his family to the Greater Cincinnati region within the next 45 days.*

    Staff Reporting: Lisa Desmarais,
    Recommendation: Approve Order/Resolution

11. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION EXPRESSING APPRECIATION TO NORM DESMARAIS, RON EINHAUS AND HIS FAMILY, THE CENTER OF GREAT NEIGHBORHOODS, THE NUMEROUS VOLUNTEERS WHO ASSISTED WITH COV200; AND, ALLOCATING FUNDING TO COV200 FOR GUIDING THE CELEBRATION OF COVINGTON'S 200-YEAR ANNIVERSARY CELEBRATION.**

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

CAUCUS DISCUSSION ITEMS

1. Open Discussion

ADJOURN