

MINUTES
BOARD OF COMMISSIONERS' MEETING
Tuesday, May 13, 2014 6:00 P.M.

A **REGULAR MEETING** of the Board of Commissioners of the City of Covington, Kentucky, was opened by Mayor Carran, on Tuesday, May 13, 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, Assistant City Manager Larisa Sims, and City Solicitor Frank Warnock, present.

MOTION of Commissioner Rains, seconded by Commissioner Williams to dispense with the reading of and approve the minutes of the April 29, 2014, meeting minutes.

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

PRESENTATIONS:

- Larisa Sims, Assistant City Manager for Development and Mike Yeager, Community Services Division Manager/City Engineer gave an update on planning and design for Riverfront Commons and the TIGER Grant Application that will be submitted.

NEW BUSINESS – FIRST READING OF ORDINANCES

CODIFICATION – This will complete the codification of legislation and is a recurring item on the Commission meeting agendas.

COMMISSIONERS' ORDINANCE NO. O-07-14

AN ORDINANCE READOPTING THE CITY OF COVINGTON CODE OF ORDINANCES, 1984 EDITION, TO INCLUDE THE 2014 S-25 SUPPLEMENT AND ALL PREVIOUSLY ADOPTED SUPPLEMENTS.

First Reading, No Vote

ADDRESS CORRECTION – Two sections of the Covington Code of Ordinances list the City's primary place of business as 638 Madison Avenue and this ordinance will correct and update that information.

COMMISSIONERS' ORDINANCE NO. O-08-14

AN ORDINANCE AMENDING SECTION 30.08 AND SECTION 92.16 OF THE COVINGTON CODE OF ORDINANCE TO DESIGNATE 20 WEST PIKE STREET AS THE CITY OF COVINGTON'S PRINCIPAL OFFICE.

First Reading, No Vote

NEW BUSINESS – ORDER/RESOLUTIONS

ANNUAL ACTION PLAN – The City has been gathering input from the public, staff, working sessions with Commission and stakeholder focus groups over the last several months. The input was analyzed and resulted in the Annual Action Plan being recommended herein. The application for CDBG and HOME Program funding is for the 2014-2015 program year.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-94-14

AN ORDER/RESOLUTION ADOPTING THE CITY OF COVINGTON AND THE NORTHERN KENTUCKY HOME CONSORTIUM'S ANNUAL ACTION PLAN FOR THE PROGRAM YEAR BEGINNING JULY 1, 2014, AND ENDING JUNE 30, 2015, AND FURTHER AUTHORIZING THE

MINUTES
BOARD OF COMMISSIONERS' MEETING
Tuesday, May 13, 2014 6:00 P.M.

MAYOR AND CITY MANAGER TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS IN CONNECTION WITH THE SUBMISSION FOR FUNDING FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND THE HOME INVESTMENT PARTNERSHIP PROGRAM.

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

CHANGE ORDER EATON ASPHALT – Some of the items that were completed and included in this change order are: lime stabilization to geogrid because the gas main was higher than expected; extra asphalt surface and base needed at intersections for property drainage; additional crosswalks added for safety; and catch bases repairs that were found in disrepair throughout (this cost split 50/50 with SD1).

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-95-14

A ORDER/RESOLUTION APPROVING A CHANGE ORDER WITH EATON ASPHALT FOR ADDITIONAL WORK NEEDED ON THE SOUTHERN AND LATONIA RECONSTRUCTION PROJECT, IN AN AMOUNT OF \$125,419.18, PAYABLE FROM THE CAPITAL FUND.

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

PAYROLL SERVICES – Three companies responded to the City's RFP for payroll services. There were Paycor, ADP, and Kronos. A selection committee comprised of representatives from the Finance Department, the Human Resource Department, and a City Manager designee (Information Technology and Date Manager) reviewed all three responses and recommends that Paycor be selected to satisfy the City's payroll services.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-96-14

AN ORDER/RESOLUTION ACCEPTING THE BID OF PAYCOR FOR PAYROLL SERVICES IN AN AMOUNT OF \$42,981.16 PLUS AN \$8,000.00 ONE-TIME IMPLEMENTATION CHARGE, PAYABLE FROM GENERAL FUND, AS THE LOWEST EVALUATED BID AND REJECTING ALL OTHER BIDS.

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

ADMINISTRATIVE PLAN UPDATE – This will approve the updates to the Administrative Plan for the Housing Choice Voucher/Section 8 program. While most of the plan will remain the same, there are a few changes and updates. These proposed changes and updates have been developed in consultation with the Louisville HUD office.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-97-14

AN ORDER/RESOLUTION AMENDING THE ADMINISTRATIVE PLAN FOR THE CITY OF COVINGTON'S HOUSING CHOICE VOUCHER/SECTION 8 PROGRAM.

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

MINUTES
BOARD OF COMMISSIONERS' MEETING
Tuesday, May 13, 2014 6:00 P.M.

SURPLUS PROPERTY - Inventory was taken of all items that are still at the old City Hall building. These items need to be surplussed and will then be sold per KRS regulations.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-98-14

AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY LOCATED AT THE FORMER CITY HALL AS SURPLUS AND AUTHORIZING ITS SALE AND TRANSFER PURSUANT TO KRS §§ 82.083 AND 45A.425.

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

TERMINATION DEPARTMENT OF DEVELOPMENT

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-99-14

AN ORDER/RESOLUTION APPROVING THE TERMINATION OF RHONDA WOOD, GRANTS ADMINISTRATOR/REAL ESTATE SPECIALIST IN THE DEPARTMENT OF DEVELOPMENT.

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

STOP LOSS INSURANCE COVERAGE – The City's health insurance administrator annually solicits bids for the City's stop loss insurance coverage which covers large health insurance claims. Four bids were received and the bid of HM Life Insurance was the best responsible bid.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-100-14

AN ORDER/RESOLUTION APPROVING THE RENEWAL OF THE CITY'S MEDICAL STOP LOSS INSURANCE COVERAGE WITH HM LIFE INSURANCE, EFFECTIVE JULY 1, 2014, AT AN ANNUAL RATE OF \$526,500.24, PAYABLE FROM GENERAL FUND.

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

REQUEST FOR PROPOSALS – The City is reviewing its 2014-2015 budget. It is appropriate at this time to explore proposals for banking services to determine what is in the best interest of the City.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-101-14

AN ORDER/RESOLUTION AUTHORIZING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR BANKING SERVICES.

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

BOARD REAPPOINTMENTS – The appointments to the OKI ICC are annual appointments. Rick Davis and Bill Matteoli are the alternate appointees.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-102-14

AN ORDER/RESOLUTION APPROVING THE REAPPOINTMENT OF LARISA SIMS, ASSISTANT CITY MANAGER AND MIKE YEAGER,

MINUTES
BOARD OF COMMISSIONERS' MEETING
Tuesday, May 13, 2014 6:00 P.M.

COMMUNITY SERVICES MANAGER TO THE INTERMODAL COORDINATING COMMITTEE OF THE OKI REGIONAL COUNCIL OF GOVERNMENTS.

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

BOARD APPOINTMENTS - The appointments to the MGLNK are done on an annual basis and appointments are now due to the MGLNK.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-103-14

AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF MAYOR SHERRY CARRAN AS THE CITY REPRESENTATIVE TO THE MUNICIPAL GOVERNMENT LEAGUE OF NORTHERN KENTUCKY (MGLNK) AND CITY COMMISSIONER CHUCK EILERMAN AS THE CITY'S ALTERNATE REPRESENTATIVE TO MGLNK.

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

PROPERTY MANAGEMENT CONTRACT

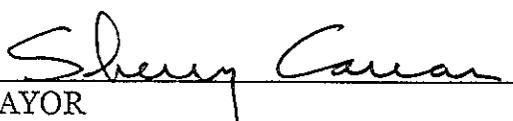
COMMISSIONERS' ORDER/RESOLUTION NO. O/R-104-14

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND THE CITY MANAGER TO ENTER INTO A CONTRACT WITH WEST SHELL COMMERCIAL, INC. DBA COLLIERS INTERNATIONAL FOR PROPERTY MANAGEMENT SERVICES FOR THE KENTUCKY CAREER CENTER TO BE LOCATED AT 1324 MADISON AVENUE.

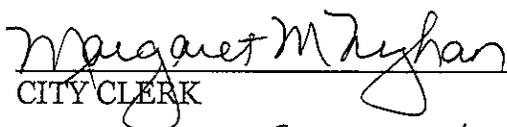
MOTION of Commissioner Eilerman, seconded by Commissioner Frank.
Passed. 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

ADJOURNMENT

MAYOR CARRAN adjourned the meeting at 7:40 p.m.


MAYOR

ATTEST:


CITY CLERK

APPROVED: 5-27-14