

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, March 12, 2013 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, March 12, 2013, at 6:00 p.m., in Commission Chambers, 638 Madison Avenue, Covington, Kentucky.

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

**MOTION** of Commissioner Rains, seconded by Commissioner Frank to dispense with the reading of and approve the minutes of the February 26, 2013, meeting minutes.

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

**PRESENTATIONS:**

- Brent Spence Bridge Update – Rob Hans and Stacey Han of the Kentucky Transportation Cabinet gave a brief update on the progress of the Brent Spence Bridge.
- Covington Neighborhood Collaborative – Bill Wells, CNC Chair and Susan Barnett gave a brief update on the upcoming CNC sponsored events including the Great American Cleanup, April 27, 2013, and the Neighborhood Tour on June 1, 2013.

**OLD BUSINESS – SECOND READING OF ORDINANCES**

**FINANCE DEPARTMENT REORGANIZATION** – A reorganization plan for the Finance Department was approved by the Commission in December 2012. As part of that reorganization, three new positions were created: Accounting/Operations Manager, Revenue/Collections Manager, and Office/Purchasing Manager. This ordinance will create these new positions, reducing overall full-time staffing in the Finance Department from 13 to 11.

**COMMISSIONERS' ORDINANCE NO. O-06-13**

AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCE, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, CREATING NEWLY ESTABLISHED POSITIONS IN THE COVINGTON FINANCE DEPARTMENT.

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

**FINANCE DEPARTMENT REORGANIZATION** – This ordinance will establish salaries for the newly created supervisory positions in the Finance Department.

**COMMISSIONER'S ORDINANCE NO. O-07-13**

AN ORDINANCE AMENDING COMMISSIONERS' ORDINANCE O-40-12 THAT PROVIDES JOB TITLES AND SALARIES OF EMPLOYEES OF THE CITY OF COVINGTON WHOSE POSITIONS ARE NOT REPRESENTED BY ANY UNION.

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

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**RENTAL DWELLING LICENSING** – The Board of Commissioners enacted a residential rental licensing ordinance in November 2012. This ordinance provided that appeals of rental license suspensions would go to the Board of Housing, Building and Construction Appeals. However, with the transfer of building permits to the NKAPC, that board is no longer necessary. This ordinance will create a new Rental Dwelling License Appeals Board to hear appeals from rental dwelling license suspension and revocation violators.

**COMMISSIONERS' ORDINANCE NO. O-08-13**

AN ORDINANCE REPEALING RE-ENACTING CHAPTER 155 OF THE CITY OF COVINGTON CODE OF ORDINANCES, RENTAL DWELLING LICENSING, TO ESTABLISH A RENTAL DWELLING LICENSE APPEALS BOARD.

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

**NEW BUSINESS – FIRST READING OF ORDINANCES**

**DEPARTMENT OF PUBLIC IMPROVEMENTS' POSITION** – This new position is a modification of an existing "Driver" position. This is a supervisory position which includes responsibilities for levee and riverfront maintenance; landscaping (such as planned median landscaping on MLK, Jr. Blvd.); urban forestry; gateway beautification and maintenance; and snow removal. The department is significantly understaffed in the urban Forestry Division and as a result is unable to adequately maintain our levee system, riverfront areas, landscaping, and other natural City assets. The budgeted dollars for the Driver position are allocated to this position. The position requires a bachelor's degree in natural sciences. The Specialist will also be able to develop master plans and best management practices to assure long-term sustainability of the City's critical public safety infrastructure such as our levee system for the Ohio and Licking Rivers, and our natural assets including parks, gateways, riverfront areas, and other public spaces.

**COMMISSIONERS' ORDINANCE NO. O-09-13**

AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, CREATING THE NEWLY ESTABLISHED POSITION OF MUNICIPAL SPECIALIST IN THE COVINGTON DEPARTMENT OF PUBLIC IMPROVEMENTS.

**FIRST READING – NO VOTE**

**DEPARTMENT OF PUBLIC IMPROVEMENTS' POSITION** – This ordinance establishes the salary for the newly created position of Municipal Specialist which is a supervisory position.

**COMMISSIONERS' ORDINANCE NO. O-10-13**

AN ORDINANCE AMENDING COMMISSIONERS' ORDINANCE NO. O-40-12, THAT PROVIDES JOB TITLES AND SALARIES OF EMPLOYEES OF THE CITY OF COVINGTON WHOSE POSITIONS ARE NOT REPRESENTED BY ANY UNION.

**FIRST READING – NO VOTE**

**FIRE DEPARTMENT EMS POSITION** – This ordinance will establish an amended salary for the position of Emergency Medical Services Director.

**COMMISSIONERS' ORDINANCE NO. O-11-13**

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AN ORDINANCE AMENDING COMMISSIONERS' ORDINANCE NO. O-40-12, THAT PROVIDES JOB TITLES AND SALARIES OF EMPLOYEES OF THE CITY OF COVINGTON WHOSE POSITIONS ARE NOT REPRESENTED BY ANY UNION.

**FIRST READING – NO VOTE**

**PARKING VIOLATION HEARING BOARD** - Currently, the Parking Violation Hearing Board consists of three members, the Police Chief, Community Services Manager, and Zoning Administrator. KRS 82.600(2) provides for the creation of a local parking violation hearing board consisting of one or more persons appointed in the manner provided by ordinance. This ordinance would keep the Board's current size at three members. The members will be the Police Chief, the Community Services Manager, and the city Solicitor by virtue of their position. The ordinance will also allow all three members to designate someone to attend in their place. In addition, certain wording changes are necessary to Chapter 75 to clarify that the City may delegate its towing authority.

**COMMISSIONERS' ORDINANCE NO. O-12-13**

AN ORDINANCE AMENDING CHAPTER 75 OF THE CODE OF ORDINANCES RELATED TO PARKING VIOLATION, CITATION, AND IMPOUNDMENT TO PROVIDE FOR A PARKING VIOLATION HEARING BOARD COMPOSED OF THREE EX OFFICIO MEMBERS OR THEIR DESIGNEES AND TO PERMIT THE CITY TO DELEGATE ITS TOWING AND IMPOUNDMENT AUTHORITY.

**FIRST READING – NO VOTE**

**TEXT AMENDMENT** – Artist/Craftsman Galleries and Studios are consistent with intensity and density of other land uses currently permitted within the affected zones. Allowing these galleries and studios to be located in areas that currently allow for Artist Galleries and Studios will increase the marketability of the City to attract new business and provide greater opportunities for revitalization and redevelopment.

**COMMISSIONERS' ORDINANCE NO. O-13-13**

AN ORDINANCE APPROVING A TEXT AMENDMENT TO THE OFFICIAL ZONING ORDINANCE OF THE CITY OF COVINGTON, KENTUCKY (O-37-06) DEFINING ARTIST/CRAFTSMAN GALLERIES AND STUDIOS AND ALLOWING THEM AS A PERMITTED USE, SUBJECT TO RESTRICTIONS WITHIN CERTAIN URBAN RESIDENTIAL (RU-2, RU-2b, RU-2a, RU-1, RU-0.5) ZONES COMMERCIAL NEIGHBORHOOD (CN), COMMERCIAL GENERAL (CG), CENTRAL BUSINESS DISTRICT (CBD), AND COMMERCIAL TOURIST (CT) ZONES.

**FIRST READING – NO VOTE**

**TEXT AMENDMENT** – The proposed text amendment provides flexibility and increases the opportunity to allow for Laundromats, which are currently only allowed in two areas of the City and are areas not highly accessible to a majority of the city's housing stock and population.

**COMMISSIONERS' ORDINANCE NO. O-14-13**

AN ORDINANCE APPROVING A TEXT AMENDMENT TO THE OFFICIAL ZONING ORDINANCE OF THE CITY OF COVINGTON, KENTUCKY (O-37-06) ALLOWING LAUNDROMATS AS A CONDITIONAL USE IN THE COMMERCIAL GENERAL (CG) ZONING DISTRICT.

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**FIRST READING – NO VOTE**

**NEW BUSINESS – ORDER/RESOLUTIONS**

**HOUSE BILL 279** – HB 279 would allow persons the right to refuse to abide by laws and regulations that substantially burden their sincerely held religious beliefs. HB 279 threatens the enforcement of the City of Covington's Human Rights Ordinance (O-20-03) which is designed to guarantee the civil rights of all citizens. The Mayor and Board of Commissioners desire to reaffirm their commitment to the Human Rights Ordinance and the ongoing work undertaken by the City's Human Rights Commission to end discrimination.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-59-13**

AN ORDER/RESOLUTION OPPOSING KENTUCKY HOUSE BILL 279, ALSO KNOWN AS THE RELIGIOUS FREEDOM BILL, AND REAFFIRMING COVINGTON'S HUMAN RIGHTS ORDINANCE (O-20-03).

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

**DREES PAVILION 2012 RESERVE ACCOUNT** – Each year the joint Boards convene to discuss priority projects to select for funding the Reserve Account from profits of the Drees Pavilion. This year's recommendations include dollars allocated for the new Event Center; street signage; Rotary Grove improvements; pedestrian signage; repairs to the Behringer-Crawford Museum's legacy building; geotech study of erosion at the Drees Pavilion parking area; improvements to the Gus Sheehan Playground; and the reserve account for maintenance.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-60-13**

AN ORDER/RESOLUTION ACCEPTING THE JOINT RECOMMENDATIONS OF DEVOU PROPERTIES, INC. AND THE DEVOU PARK ADVISORY COMMITTEE FOR THE 2012 RESERVE ACCOUNT FROM THE EARNINGS OF THE DREES PAVILION AT DEVOU MEMORIAL OVERLOOK FOR USE IN DEVOU PARK.

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

**TIER ONE PERFORMANCE DEVELOPMENT AGREEMENT** – Pursuant to O/R-04-12, the City agreed to provide the incentive of a 1% Occupational Tax Licens rebate to all retained and new employees in the hopes that Kenton County would provide a .5% tax rebate to all retained and new employees. However, the County agreed to provide a .5% rebate to any new employees only. Therefore, the City wishes to amend the agreement with Tier One to provide an additional .5% rebate to any retained employees.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-61-13**

AN ORDER/RESOLUTION REPEALING COMMISSIONERS' ORDER/RESOLUTION NO. O/R-04-12 AND REPLACING WITH AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO A DEVELOPMENT AGREEMENT WITH TIER ONE PERFORMANCE SOLUTIONS, INC. AND REAFFIRMING THE CITY'S COMMITMENT TO PERMIT A REBATE OF A COMBINED TOTAL OF 1.25% OF THE OCCUPATIONAL LICENSE TAX RATE FOR EMPLOYEES OF TIER ONE PERFORMANCE SOLUTIONS, INC., AN

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EMPLOYER MEETING THE CRITERIA OF ITS APPLICATION FOR INCENTIVES UNDER THE KENTUCKY JOBS DEVELOPMENT ACT.

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

**R.A.H. REALTY DEVELOPMENT AGREEMENT** – This order/resolution clarifies the terms of the development agreement for the redevelopment and transfer of the 409-417 Scott Blvd. property, currently owned by the City, to R.A.H. Realty, LLC. Clarifications to the agreement include the repayment of an existing loan and a change in structure of the \$100,000 CDBG loan to an up-front lease payment for a period of 15 years, for the Bike Patrol. This will ultimately save the City approximately \$92,000 in lease payments over that time period.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-62-13**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO A DEVELOPMENT AGREEMENT WITH R.A.H. REALTY, LLC AND FRUIT STORAGE, LLC FOR THE DEVELOPMENT OF 409-415 SCOTT BOULEVARD.

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

**ASSESSMENT MORATORIUM** – The estimated fair market value of the property at 309 Garrard Street is \$180,000 and the estimated cost of rehab is \$284,500. The moratorium has a value of \$808.55 per year for five years.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-63-13**

AN ORDER/RESOLUTION APPROVING A PROPERTY ASSESSMENT MORATORIUM FOR MICHAEL AYLES FOR HIS PROPERTY LOCATED AT 309 GARRARD STREET.

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

**SUMMER YOUTH PROGRAM** – The City and the Covington Independent Public School Board (CIPS) have been in discussions regarding reformatting the Summer program to better align with the strategic efforts of CIPS. All staffing and program planning would be handled through CIPS staff. The city would partner with reimbursement funding up to \$52,000 for staff and \$17,000 for field trips and supplies.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-64-13**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE COVINGTON INDEPENDENT PUBLIC SCHOOL DISTRICT CONCERNING A PARTNERSHIP FOR THE COVINGTON SUMMER YOUTH PROGRAM.

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

**SURPLUS EQUIPMENT – DPI** - The Director of DPI and the Fleet Manager both believe that the disposition of the following items is in the public's interest and the proceeds will offset the cost of purchasing new equipment and vehicles. Those items to be declared surplus are two 2002 Exmark Lazars (mowers).

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**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-65-13**

AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING ITS SALE PURSUANT TO KRS §§ 82-083 AND 45A.425.

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

**MEDICARE REVALIDATION** – The Center for Medicare and Medicaid services has requested a routine re-validation of the City's Ambulance Service's provider application. As part of the process, the CMS requires all organization to provide a signed letter binding the provider to financial compliance and compliance with "the laws, regulations, and program instructions of Medicare."

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-66-13**

AN ORDER/RESOLUTION AUTHORIZING THE CITY MANAGER TO LEGALLY AND FINANCIALLY BIND THE CITY TO THE LAWS, REGULATIONS, AND PROGRAM INSTRUCTIONS OF MEDICARE.

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

**JOB DESCRIPTION EMS DIRECTOR**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-67-13**

AN ORDER/RESOLUTION APPROVING THE ADOPTION OF THE JOB DESCRIPTION FOR THE EMERGENCY MEDICAL SERVICES DIRECTOR IN THE COVINGTON FIRE DEPARTMENT.

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

**COMPUTER EQUIPMENT POLICE DEPARTMENT** – The requested tablets will be valuable assets for Police Officers for various reasons. These reasons include" they will afford police officers a user friendly interface with the recently upgraded CAD/RMS system; they will augment the Police Department's connection with the city's 19 unique neighborhoods; they are tools which will allow for multi-lingual communication opportunities between our officers and the City's emerging diverse/poly-ethnic population; and these tablets will provide an ability to connect with and serve a tech savvy residential base of our growing city.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-68-13**

AN ORDER/RESOLUTION AUTHORIZING CITY STAFF TO ISSUE AN ADVERTISEMENT FOR BIDS FOR TABLET COMPUTERS AND ACCESSORIES FOR USE BY THE POLICE DEPARTMENT, TO BE PURCHASED FROM FUNDS RECEIVED THROUGH THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM.

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

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**JOB DESCRIPTION MUNICIPAL SPECIALIST** – This position is a modification of an existing “Driver” position. This is a supervisory position which includes responsibilities for levee and riverfront maintenance; landscaping (such as planned median landscaping on MLK, Jr. Blvd.); urban forestry; gateway beautification and maintenance; and snow removal. The department is significantly understaffed in the urban Forestry Division and as a result is unable to adequately maintain our levee system; riverfront areas, landscaping and other natural City assets. This is a budgeted position. The position requires a bachelor’s degree in natural sciences. The Specialist will also be able to develop master plans and best management practices to assure long-term sustainability of the City’s critical public safety infrastructure such as our levee system for the Ohio and Licking Rivers, and our natural assets including parks, gateway, riverfront areas, and other public spaces.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-69-13**

AN ORDER/RESOLUTION APPROVING THE ADOPTION OF THE JOB DESCRIPTION FOR MUNICIPAL SPECIALIST IN THE DEPARTMENT OF PUBLIC IMPROVEMENTS.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Frank.  
**Passed.** 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.  
1 Nay. Commissioner Rains.

**JOB DESCRIPTION MUNICIPAL GROUNDSWORKER** – This is an AFSCME represented position that will work within the Urban Forestry Division of DPI. The groundsworker will be required to have landscape horticulture experience and certifications. In addition to general responsibilities such as levee and riverfront maintenance and snow removal, the work will also include creating and maintaining City gateways, parks, green infrastructure, city-owned landscaped features, street trees, as well as provide assistance in the urban forestry programs carried out by the department such as pruning or removal of dead or unsafe trees in City parks, neighborhoods, and commercial areas of the City.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-70-13**

AN ORDER/RESOLUTION APPROVING THE ADOPTION OF THE JOB DESCRIPTION FOR MUNICIPAL GROUNDSWORKER IN THE DEPARTMENT OF PUBLIC IMPROVEMENTS.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Frank.  
**Passed.** 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.  
1 Nay. Commissioner Rains.

**MUNICIPAL SPECIALIST EMPLOYMENT** – Ms. Courtney is a recent graduate of NKU with a bachelor’s degree. Crystal comes with an exceptional education and work background experience. She has worked as a co-op in our Urban Forestry division since April 2012 and has gained the respect of her co-workers as an intelligent, motivated, and driven employee willing to take on the most challenging projects. She will be an excellent employee and supervisor.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-XX-13**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF CRYSTAL COURTNEY AS A MUNICIPAL SPECIALIST ASSIGNED TO THE DEPARTMENT OF PUBLIC IMPROVEMENTS/URBAN FORESTRY DIVISION, AT AN ANNUAL SALARY OF \$42,500, EFFECTIVE MARCH 13, 2013.

A Motion was made by Commissioner Williams, seconded by Commission Frank to table this Order/Resolution until the position is advertised.

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Passed 3 Yeas. Commissioners Frank, Rains, and Williams.  
2 Nos. Commissioner Eilerman, Mayor Carran.

**MARTIN LUTHER KING, JR. BLVD. LANDSCAPE INSTALLATION AND MAINTENANCE** – The City has hired a consultant to design new landscaping and an irrigation system for the medians with the newly constructed MLK, Fr. Blvd. The project should be ready to be constructed this spring/summer. Because all of this work is within the state right-of-way, an agreement with the Kentucky Transportation Cabinet is needed to allow the City to construct and maintain the project.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-XX-13**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE KENTUCKY DEPARTMENT OF HIGHWAYS TO PERMIT THE CITY TO ENTER UPON THE STATE RIGHT-OF-WAY ON MARTIN LUTHER KING, JR. BLVD. FOR THE PURPOSE OF INSTALLING AND MAINTAINING LANDSCAPING.

A Motion was made by Commissioner Frank, seconded by Commissioner Eilerman to table this Order/Resolution until decisions are made regarding the hiring of additional personnel in the Department of Public Improvements.

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

**REVENUE/COLLECTIONS MANAGER EMPLOYMENT** – This is one of the newly created positions resulting from the reorganization in the Finance Department. Fay is currently employed in the Finance department as an Auditor III. Fay has earned both a Bachelor's and Master's degree and has been an excellent City employee for 20 years. Full-time positions in the Finance Department will be reduced from 13 to 11.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-71-13**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF FAY DEPARTMENT OF FINANCE, AT AN ANNUAL SALARY OF \$55,000, EFFECTIVE MARCH 18, 2013.

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

**ACCOUNTING/OPERATIONS MANAGER EMPLOYMENT** – This is one of the newly created positions resulting from the reorganization in the Finance Department. Jerome is currently employed as Staff Accountant. Jerome has earned both a Bachelor' and Master's degree and has been an excellent City employee for 12 years. Full-time positions in the Finance Department will be reduced from 13 to 11.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-72-13**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF JEROME HEIST AS ACCOUNTING/OPERATIONS MANAGER IN THE COVINGTON DEPARTMENT OF FINANCE, AT AN ANNUAL SALARY OF \$60,000, EFFECTIVE MARCH 18, 2013.

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

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**PURCHASING/OFFICER MANAGER EMPLOYMENT** – This is one of the newly created positions resulting from the reorganization in the Finance Department. Kristy is currently employed as a Finance Tech. Kristy has been an excellent City employee for 12 years and has an extensive purchasing background prior to her employment with the City.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-73-13**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF KRISTY CONNER AS PURCHASING/OFFICER MANAGER IN THE COVINGTON DEPARTMENT OF FINANCE, AT AN ANNUAL SALARY OF \$50,000, EFFECTIVE March 18, 2013.

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

**AUDITOR I POSITIONS** – This position is a position created from the reorganization in the Finance Department. Shannon and Lindy are currently employed as Clerk/Typist V which are two positions that will not be filled.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-74-3**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF SHANNON WHITE AND LINDY JENKINS AS AUDITOR I IN THE COVINGTON DEPARTMENT OF FINANCE, AT AN ANNUAL SALARY OF \$42,180, EFFECTIVE MARCH 18, 2013.

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

**APPOINTMENT HOUSING AUTHORITY OF COVINGTON BOARD** – Jennifer Allen has been nominated by Mayor Carran to fill a vacant position on the Covington Housing Authority Board which requires Commission approval.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-75-13**

AN ORDER/RESOLUTION APPOINTING JENNIFER M. ALLEN TO THE COVINGTON HOUSING AUTHORITY BOARD FOR A FOUR-YEAR TERM, EFFECTIVE MARCH 13, 2013, AND EXPIRING MARCH 12, 2017.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Williams.  
**Passed.** 2 Yeas. Commissioners Eilerman, and Mayor Carran.  
1 Nay. Commissioner Williams  
Commissioners Frank and Rains present, not voting.

**STEP IN GRADES POLICE DEPARTMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-76-13**

AN ORDER/RESOLUTION APPROVING A STEP-IN-GRADE INCREASE FOR MICHAEL PETRI FROM POLICE OFFICER GRADE III TO POLICE OFFICER GRADE IV, EFFECTIVE MARCH 2, 2013, A PAY INCREASE OF 11.323%

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

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-77-13**

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AN ORDER/RESOLUTION APPROVING A STEP-IN-GRADE INCREASE FOR BRYAN WELLS FROM POLICE OFFICER GRADE IV TO POLICE OFFICER GRADE V, EFFECTIVE MARCH 27, 2013, A PAY INCREASE OF 6.468%

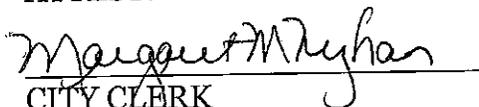
**MOTION** of Commissioner Rains, seconded by Commissioner Eilerman.  
**Passed.** 5 Yeas. Commissioners Eilerman, Frank, Rains, Williams, and Mayor Carran.

**ADJOURNMENT**

MAYOR CARRAN adjourned the meeting at 9:35 p.m.

  
MAYOR

ATTEST:

  
CITY CLERK

APPROVED: 3-26-13