

MINUTES
BOARD OF COMMISSIONERS' MEETING
Friday, July 15, 2016 4:30 P.M.
UNOFFICIAL COPY

A **SPECIAL MEETING** of the Board of Commissioners of the City of Covington, Kentucky, was opened by Mayor Sherry Carran, on Friday, July 15, 2016, at 4:30 p.m., at the Commission Chambers, City Hall, 20 West Pike Street, Covington, Kentucky.

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

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 4:30 p.m. in Commission Chambers, City Hall, 20 West Pike Street, Covington, Kentucky, Friday, July 15, 2016. The Agenda is attached hereto and incorporated by reference.

WITNESS my hand and seal of said City this 14th day of July 2016.

/s/ 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: 7/15/16 Time: 4:30 p.m. /s/ CHUCK EILERMAN

COMMISSIONER

Date: 7/15/16 Time: 4:30 p.m. /s/ STEVE FRANK

COMMISSIONER

Date: 7/15/16 Time: 4:30 p.m. /s/ JORDAN HUIZENGA

COMMISSIONER

Date: 7/15/16 Time: 4:30 p.m. /s/ BILL WELLS

COMMISSIONER

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AGENDA

OLD BUSINESS – SECOND READING OF ORDINANCES

NEW POSITIONS

COMMISSIONERS' ORDINANCE NO. O-18-16

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 POSITIONS IN THE DEPARTMENT OF DEVELOPMENT AND ESTABLISHING SALARIES FOR THOSE POSITIONS.

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

NEW BUSINESS – ORDER/RESOLUTIONS

JOB DESCRIPTIONS

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-219-16

AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTIONS FOR THE POSITIONS OF INFRASTRUCTURE AND DEVELOPMENT DIRECTOR/CITY ENGINEER, PUBLIC SERVICES DIRECTOR/ASSISTANT CITY ENGINEER, ECONOMIC DEVELOPMENT SPECIALIST, AND CODE ENFORCEMENT MANAGER IN THE DEVELOPMENT DEPARTMENT.

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

UPDATED ORGANIZATIONAL CHART

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-220-16

AN ORDER/RESOLUTION APPROVING AND ADOPTING AN UPDATED ORGANIZATIONAL CHART FOR THE CITY OF COVINGTON.

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

UPDATED ORGANIZATIONAL CHART

COMMISSIONERS ORDER/RESOLUTION NO. O/R-221-16

AN ORDER/RESOLUTION APPROVING AND ADOPTING AN UPDATED ORGANIZATIONAL CHART FOR THE DEPARTMENT OF DEVELOPMENT.

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

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PAY INCREASES

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-222-16

AN ORDER/RESOLUTION APPROVING PAY INCREASES FOR THE POSITIONS OF POLICE CHIEF AND FIRE CHIEF, EFFECTIVE JULY 15, 2016.

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

CONTRACT

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-223-16

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER, PURSUANT TO KRS 45A.380, TO EXECUTE A ONE-YEAR CONTRACT WITH AN OPTION FOR TWO ONE-YEAR RENEWALS AND ALL OTHER NECESSARY DOCUMENTS WITH THE BUXTON COMPANY TO PROVIDE BUSINESS ANALYTICS SERVICES TO FACILITATE THE CITY'S SECONDARY BUSINESS ATTRACTION STRATEGY FOR AN AMOUNT NOT TO EXCEED \$50,000.00, PAYABLE FROM THE GENERAL FUND.

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

CONTRACT RENEWAL

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-224-16

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A ONE-YEAR CONTRACT RENEWAL WITH ABM PARKING SERVICES FOR PARKING MANAGEMENT AND ENFORCEMENT SERVICES, EFFECTIVE AUGUST 1, 2016.

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

GRANT APPLICATION

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-225-16

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A KENTUCKY OFFICE OF HOMELAND SECURITY (KOHS) PROJECT GRANT APPLICATION AND UPON APPROVAL OF SAID PROJECT GRANT, FURTHER AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF AGREEMENT (MOA) TOGETHER WITH ALL NECESSARY DOCUMENTS WITH KOHS TO ENABLE THE CITY TO FACILITATE AND ADMINISTER THE PROJECT GRANT AS AN AUTHORIZED PROJECT CORRESPONDENT WITH ALL PROCUREMENT CONDUCTED PURSUANT TO KRS 45A, ET SEQ.

MOTION of Commissioner Eilerman, seconded by Commissioner Huizenga.

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Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and
Mayor Carran.

ADJOURNMENT

Mayor Carran adjourned the meeting at 5:00 p.m.

/s/ SHERRY CARRAN
MAYOR

ATTEST:

/s/ Margaret M. Nyhan
CITY CLERK

APPROVED: August 9, 2016