

**COMMISSIONERS' ORDER NO. \_\_\_\_\_**

**AN ORDER APPROVING THE EMPLOYMENT OF THOMAS WEST AS ECONOMIC DEVELOPMENT DIRECTOR, EFFECTIVE DECEMBER 1, 2017.**

\* \* \* \*

**NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF COVINGTON, KENTON COUNTY, KENTUCKY:**

Section 1

That the Board of Commissioners hereby approves the employment of Thomas West as Economic Development Director, effective December 1, 2017.

Section 2

That this order shall take effect and be in full force when passed and recorded according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_

**COMMISSIONERS' ORDER NO. \_\_\_\_\_**

**AN ORDER AUTHORIZING THE MAYOR TO EXECUTE A REVOCABLE LICENSE AGREEMENT WITH NORSE TACTICAL, LLC PERMITTING THE USE OF THE COVINGTON POLICE DEPARTMENT'S GUN RANGE FOR FIRE ARM TRAINING OF POLICE OFFICERS.**

\* \* \* \*

WHEREAS, Norse Tactical, LLC desires to utilize the City of Covington Police Department's gun range to conduct an eight-hour Kentucky Law Enforcement Council ("K.L.E.C") certified course for law enforcement personnel focusing on the fundamentals of marksmanship; and

WHEREAS, in exchange for the use of the City's gun range, the City will receive a limited number of free of charge enrollments for Covington police officers in the course; and

WHEREAS, granting the license will serve the public purpose of providing affordable firearm training to Covington police officers.

NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF  
COVINGTON, KENTON COUNTY, KENTUCKY:

Section 1

That the Board of Commissioners hereby authorizes the Mayor to execute a Revocable License Agreement with Norse Tactical, LLC permitting the use of Covington Police Department's gun range for fire arm training of police officers.

Section 2

That this order shall take effect and be in full force when passed and recorded according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_

COMMISSIONERS' ORDER NO. \_\_\_\_\_

AN ORDER APPROVING THE APPOINTMENT OF MAGGIE VOLKERING  
AS A FINANCE TECHNICIAN IN THE COVINGTON FINANCE  
DEPARTMENT, EFFECTIVE FEBRUARY 14, 2018.

\* \* \* \*

NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY  
OF COVINGTON, KENTON COUNTY, KENTUCKY:

Section 1

That the Board of Commissioners hereby approves the appointment of Maggie Volkering as a Finance Technician in the Covington Finance Department, effective February 14, 2018.

Section 2

That this order shall take effect and be in full force when passed and recorded according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_

**COMMISSIONERS' ORDER NO. \_\_\_\_\_**

**AN ORDER APPROVING THE EMPLOYMENT OF GARY DEAN JOHNSON AS A STAFF ACCOUNTANT IN THE COVINGTON FINANCE DEPARTMENT, EFFECTIVE FEBRUARY 14, 2018.**

\* \* \* \*

**NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF COVINGTON, KENTON COUNTY, KENTUCKY:**

**Section 1**

That the Board of Commissioners hereby approves the appointment of Gary Dean Johnson as a Staff Accountant in the Covington Finance Department, effective February 14, 2018.

**Section 2**

That this order shall take effect and be in full force when passed and recorded according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_

**COMMISSIONERS' ORDER NO. \_\_\_\_\_**

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

\* \* \* \*

WHEREAS, the equipment identified in the attached Exhibit A, used by the City of Covington, has exceeded its useful life; and

WHEREAS, the intended use of these items at the time of acquisition was to provide support and transportation to City personnel; and

WHEREAS, it is in the public interest to dispose of these items, as it will remove inefficient and unused equipment from the City inventory and supplement the City's General Fund with sale proceeds; and

WHEREAS, the method of disposition for the equipment described in Exhibit A shall be by public auction and as advertised as required by KRS § 424.130, or transferred pursuant to KRS 82.083(3)(a).

**NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF  
COVINGTON, KENTON COUNTY, KENTUCKY**

Section 1

That the equipment listed on attached Exhibit A is hereby declared to be surplus City of Covington-owned property and, pursuant to KRS §§ 82.083 and 45A.425 the sale of these items by public auction or transferred pursuant to KRS 82.083(3)(a) is approved.

Section 2

That this order shall take effect and be in full force when passed and recorded according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_

**EXHIBIT A**  
**SURPLUS EQUIPMENT**

<b>ID #</b>	<b>TYPE</b>	<b>VIN</b>
CE1213	2012 Stihl Blower	290532281
RM805	Workspport Trailer	4YMUL06105G044164
CE0021	Honda Pressure Washer	1530640807
CE0132	Dewalt DW887 Grinder	933135
PW048	Welder	K200499
PD10	Inverter for Welder	4M2-32367
	John Deere Utility Trailer	
	(4) 39"x47" Containers	
	Karcher tank with Honda GC160 motor, hose and reel	
	Barn Wood	

**COMMISSIONERS' ORDER NO. \_\_\_\_\_**

**AN ORDER APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR PARKING CONSULTANT SERVICES.**

\* \* \* \*

WHEREAS, the City desires to seek proposals from qualified firms in order to assess the existing supply, occupancy, management, physical condition, and financial performance of the publicly available on-and-off street parking inventory within the City of Covington to determine the adequacy of the existing proposed parking supply to accommodate the parking demand generated by several planned or under construction economic development projects in the City; and

WHEREAS, competitive negotiation via a Request for Proposals is permitted by KRS 45A.370 as specifications cannot be made sufficiently specific to permit an award on the basis of either the lowest bid price or the lowest evaluated bid price.

**NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY  
OF COVINGTON, KENTON COUNTY, KENTUCKY:**

Section 1

That the Board of Commissioners hereby approves the publication of a request for proposals for parking consultant services.

Section 2

That this order shall take effect and be in full force when passed and recorded according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_

**COMMISSIONERS' ORDER NO. \_\_\_\_\_**

AN ORDER AUTHORIZING THE MAYOR TO EXECUTE A RENEWAL CONTRACT WITH MRI SOFTWARE, INC. FOR THE HOUSING CHOICE VOUCHER PROGRAM, IN AN AMOUNT OF \$13,395.00.

\* \* \* \*

NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF COVINGTON, KENTON COUNTY, KENTUCKY:

Section 1

That the Board of Commissioners hereby authorizes the Mayor to execute a renewal contract with MRI Software, Inc. for the Housing Choice Voucher Program, in an amount of \$13,395.00, payable from the Section 8 Housing Choice Voucher Fund.

Section 2

That this order shall take effect and be in full force when passed and recorded according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_



COMMISSIONERS' ORDER NO. \_\_\_\_\_

AN ORDER APPOINTING BOB ZAPP TO THE COVINGTON ECONOMIC DEVELOPMENT AUTHORITY (CEDA) BOARD TO A THREE-YEAR TERM, EFFECTIVE FEBRUARY 14, 2018.

\* \* \* \*

NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF COVINGTON, KENTON COUNTY, KENTUCKY:

Section 1

That the Board of Commissioners hereby appoints Bob Zapp to the Covington Economic Development Authority (CEDA) Board to a three-year term, effective February 14, 2018.

Section 2

That this order shall take effect and be in full force when passed and recorded according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_

COMMISSIONERS' ORDER NO. \_\_\_\_\_

AN ORDER APPROVING AND ADOPTING A CITY POLICY GOVERNING  
THE OPERATION OF CITY SPONSORED SOCIAL MEDIA SITES.

\* \* \* \*

NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF  
COVINGTON, KENTON COUNTY, KENTUCKY

Section 1

That the Board of Commissioners hereby approves the adoption of a City  
Sponsored Social Media Policy, which is attached hereto as Exhibit A and incorporated  
by reference.

Section 2

That this order shall take effect and be in full force when passed and recorded  
according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

PASSED: \_\_\_\_\_

COMMISSIONERS' ORDER NO. \_\_\_\_\_

AN ORDER AUTHORIZING THE MAYOR TO EXECUTE A DEVELOPMENT AGREEMENT AND AN AGREEMENT IN LIEU OF TAXES WITH KY COVINGTON WEST 7<sup>th</sup> LLC TO PROVIDE ECONOMIC DEVELOPMENT INCENTIVES FOR THE PROPERTY LOCATED AT 409-415 WEST SIXTH STREET.

\* \* \* \*

WHEREAS, the John R. Green Development is a proposed redevelopment of a number of parcels in the Mainstrasse neighborhood commonly known as the John R. Green property (the "Project");

WHEREAS, the Project will redevelop 1 1/2 acres within the City, create 170 market- rate apartments, and add roughly 6000 square feet of retail space, stimulating economic development in the area, while also increasing the availability of public parking by adding ninety-two public spaces; and

WHEREAS, the developer for the Project and City have negotiated the terms of an Agreement in Lieu of Taxes and a development agreement providing development incentives for the property located at 409-415 West Sixth Street; and

WHEREAS, the development agreement contains three main commitments from the City, including industrial revenue bond approval, a public parking component, and additional public financing in the amount of \$2,500,000.00.

NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF  
COVINGTON, KENTON COUNTY, KENTUCKY:

Section 1

That the Board of Commissioners hereby authorizes the Mayor to execute a Development Agreement and an Agreement in Lieu of Taxes with KY Covington West 7<sup>th</sup> LLC to provide economic development incentives for the property located at 409-415 West Sixth Street.

Section 2

That this order shall take effect and be in full force when passed and recorded according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_

COMMISSIONERS' ORDER NO. \_\_\_\_\_

AN ORDER AUTHORIZING THE EXECUTION OF A MEMORANDUM OF AGREEMENT BETWEEN THE CITY AND KY COVINGTON WEST 7TH, LLC. RELATING TO THE ACQUISITION, CONSTRUCTION, EQUIPPING AND INSTALLATION OF A MIXED-USE RESIDENTIAL AND COMMERCIAL PROJECT TO BE LOCATED IN THE DOWNTOWN BUSINESS DISTRICT OF THE CITY (THE "PROJECT"); AGREEING TO UNDERTAKE THE ISSUANCE OF INDUSTRIAL BUILDING REVENUE BONDS AT THE APPROPRIATE TIME TO PAY THE COSTS OF ACQUIRING, CONSTRUCTING, EQUIPPING AND INSTALLING SAID PROJECT AND FACILITIES; AND TAKING OTHER PRELIMINARY ACTION.

\* \* \* \*

WHEREAS, KY Covington West 7<sup>th</sup>, LLC., a South Carolina limited liability company (the "Company"), proposes the acquisition, construction, equipping and installation of a mixed-use multi-family residential and commercial project to be located within a designated downtown business district of the City, and Kenton County, Kentucky (the "Project"), as provided for in Section 103.200 of the Kentucky Revised Statutes, and in this connection it has been determined that the City may assist the Company by causing the acquisition, construction, equipping and installation of the Project and by entering into at the appropriate time a lease agreement with reference thereto pursuant to authority of Sections 103.200 to 103.285, inclusive, of the Kentucky Revised Statutes (collectively, the "Act"), all in furtherance of the purposes of the Act and the public benefit of the residents and inhabitants of the City; such lease agreement to be upon such terms and conditions as the Act may require and the City may deem advisable; and

WHEREAS, the acquisition, construction, equipping and installation of the Project by the Company will encourage the expansion of commerce in accordance with the public policy of the Commonwealth of Kentucky by promoting the economic development of the Commonwealth of Kentucky and the City, will relieve conditions of unemployment, will encourage the increase of commerce and will improve the economic welfare of the people of the City; and

WHEREAS, the City is further authorized by the Act to issue bonds, which term under the Act encompasses bonds, variable rate bonds, commercial paper bonds, bond anticipation notes or any other obligations for the payment of money issued by a city, county or other authority pursuant to the Act, for the purpose of defraying the cost of acquiring, constructing, equipping and installing an industrial building or buildings, as defined in the Act; discussions have occurred between representatives of the Company and the City incident to the issuance of industrial building revenue bonds by the City; the City has agreed with the Company to issue such bonds upon compliance by the Company with certain conditions, requirements and obligations, and subject to the approval of the City of the terms of all agreements, ordinances and other documents

required incident to said bond issue; and the City has authorized the Company to proceed with the acquisition, construction, equipping and installation of the Project, subject to reimbursement of the costs of the Project from the proceeds of such bonds, when, as and if issued; and

WHEREAS, based upon an estimate of the costs of the Project, the City proposes to issue its industrial building revenue bonds in one or more series as determined by the Company and agreed to by the City in an amount not to exceed THIRTY-TWO MILLION DOLLARS (\$32,000,000.00) (the "Bonds"), such Bonds to be sold and delivered by the City to pay the costs of the Project, together with costs incident to the authorization, sale and issuance of such Bonds, but with such contributions from the Company as may be necessary; and

WHEREAS, the City proposes to enter into at the appropriate time a lease agreement with the Company with respect to the Project, whereby the Company will covenant and agree to pay amounts sufficient to provide for the payment of principal of and premium, if any, and interest on the Bonds, together with all trustee and paying agents' fees in connection with the Bonds as the same become due and payable; and

WHEREAS, it is deemed necessary and advisable that a Memorandum of Agreement between the City and the Company be executed setting forth the preliminary agreements of the parties with respect to the acquisition, construction, equipping and installation of the Project, the issuance of the Bonds to defray the costs thereof and the payments to be made by the Company with respect to the Project.

NOW, THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS  
OF COVINGTON, KENTON COUNTY, KENTUCKY:

#### Section 1

It is hereby found, determined and declared that (i) the recitals set forth in the preamble to this Order, which are incorporated in this Section by reference, are true and correct; (ii) the total amount of money necessary to be provided by the City for the acquisition, construction, equipping and installation of the Project to be financed by the Bonds will not exceed THIRTY-TWO MILLION DOLLARS (\$32,000,000.00); (iii) the Company has represented that it will have sufficient financial resources to acquire, construct, equip and install the Project and to place it in operation and to continue to operate, maintain and insure the Project throughout the term of the Bond issue, meeting when due the obligations of the proposed lease agreement; and (iv) sufficient safeguards will be provided by the lease agreement to insure that all money provided by the City from the proceeds of the sale of the Bonds will be expended by way of direct expenditure or reimbursement, solely and only for the purposes of the Project.

## Section 2

It is hereby found, determined and declared that the cost of acquiring, constructing, equipping and installing the Project will be paid out of the proceeds of the Bonds and such contributions of the Company as may be necessary to complete the Project as defined in the lease agreement to be executed by and between the City and the Company at the appropriate time pursuant to the Act; **THAT NONE OF THE BONDS WILL BE GENERAL OBLIGATIONS OF THE CITY; THAT NEITHER THE BONDS NOR THE INTEREST THEREON SHALL CONSTITUTE OR GIVE RISE TO ANY INDEBTEDNESS OF THE CITY OR ANY CHARGE AGAINST ITS GENERAL CREDIT OR TAXING POWER, BUT THAT THE BONDS AND THE PAYMENT OF INTEREST THEREON SHALL BE SECURED AND PAYABLE SOLELY AND ONLY BY A PLEDGE OF AMOUNTS TO BE PAID BY THE COMPANY UNDER SUCH LEASE AGREEMENT; AND THAT NO PART OF SAID COSTS WILL BE PAYABLE OUT OF ANY GENERAL FUNDS, REVENUES, ASSETS, PROPERTIES OR OTHER CONTRIBUTIONS OF THE CITY.**

## Section 3

In order to induce the acquisition, construction, equipping and installation of the Project in the City with the resultant public benefits which will flow therefrom, it is deemed necessary and advisable that the Memorandum of Agreement hereinafter referred to be approved and executed for and on behalf of the City. Accordingly, the Memorandum of Agreement by and between the Company and the City substantially in the form and with the contents set forth in EXHIBIT A attached hereto and incorporated herein by reference is hereby approved and the Mayor is hereby authorized and directed to execute and deliver said Memorandum of Agreement.

## Section 4

Inasmuch as the Project is to be acquired, constructed, equipped and installed in order to conform to the requirements of the Company, so that the Company may provide additional housing, economic development and employment to citizens and residents of the local community, and inasmuch as the Company is able to plan, acquire, construct, equip and install the Project and possesses more expertise in such matters, it is hereby found, determined and declared that acquisition, construction, equipping and installation of the Project should be undertaken or caused to be undertaken by the Company. Accordingly, the Company is hereby authorized to formulate and develop plans for the acquisition, construction, equipping and installation of the Project and to enter into such contracts and undertakings as may be required for the acquisition, construction, equipping and installation of the Project. Reimbursements made to the Company after the receipt of the proceeds of the sale of the proposed Bond issue by the City shall be subject to the certifications by qualified persons to be designated by the Company as specified in the lease agreement to be entered into by the City and the Company at the appropriate time pursuant to the Act.

Section 5

This Order and the Memorandum of Agreement approved hereby constitute the present official intent of the City to issue the Bonds at a later date.

Section 6

Keating Muething & Klekamp PLL, Cincinnati, Ohio, is hereby approved as Bond Counsel for the Bonds. Bond Counsel is authorized and directed to take any legal action necessary or appropriate in connection with the issuance of the Bonds. The City Attorney and any external counsel retained by the City to represent its interests in connection with the issuance of the Bonds are authorized and directed to assist Bond Counsel in any appropriate manner, the costs of such legal services to the City to constitute costs of issuance of the Bonds and to be paid from the proceeds of the Bonds, when, as and if issued.

Section 7

No City funds shall be expended on the Project, except such as are derived from Bond proceeds.

Section 8

To the extent any resolution, ordinance or part thereof is in conflict, the provisions of this Order shall prevail and be given effect.

Section 9

This Order shall be in full force and effect from and after its adoption as provided by law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_

**CERTIFICATION**

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of Covington, Kentucky, and as such City Clerk, I further certify that the foregoing is a true, correct and complete copy of an Order duly adopted by the Board of Commissioners of said City at a duly convened meeting held on the \_\_\_\_\_ day of February, 2018, signed by the Mayor, duly filed and recorded in my office, all as appears from the official records of said City in my possession and under my control.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
CITY CLERK



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**EXHIBIT A**

**Memorandum of Agreement**

**COMMISSIONERS' ORDER NO. \_\_\_\_\_**

AN ORDER AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH WOOLPERT, INC. TO PREPARE REVISED RIVERFRONT COMMONS PHASE I PLAZA DESIGN CONSTRUCTION DOCUMENTS, IN AN AMOUNT OF \$15,675.00, PAYABLE FROM BOND FUND.

\* \* \* \*

WHEREAS, in 2013, the City issued a Request for Qualifications ("RFQ") seeking professional consultants with the ability to perform the task of incorporating concepts from the Covington Waterfront Master Plan into a design plan and construction ready design documents for the Riverfront Commons; and

WHEREAS, pursuant to O/R-191-13, Woolpert, Inc. ("Woolpert") was selected as the contractor to provide those services; and

WHEREAS, Woolpert has worked integrally with the City to design a plan that incorporates the City's vision for the waterfront; and

WHEREAS, it has become apparent that this phase of the Riverfront Commons project cannot be built as currently designed by Woolpert within the City's current \$6.2 million budget, and therefore City desires Woolpert to revise the Covington Riverfront Commons Phase I Plaza Design construction documents to provide a reduced plaza footprint that can be constructed at a reduced expense; and

WHEREAS, the contemplated services of providing construction ready documents fall under the scope of the original RFQ; and

WHEREAS, due to the City's working relationship with Woolpert based on work previously contracted between the parties, Woolpert's familiarity with the existing plans, and the desire to complete the project in a timely manner to preserve all grant available funding, City staff recommend contracting with Woolpert for the design services.

NOW THEREFORE,  
BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY  
OF COVINGTON, KENTON COUNTY, KENTUCKY:

Section 1

That the Board of Commissioners hereby authorizes the Mayor to execute an agreement with Woolpert, Inc. to prepare revised Riverfront Commons Phase I Plaza Design Construction Documents, in an amount of \$15,675.00, payable from Bond Fund.

Section 2

That this order shall take effect and be in full force when passed and recorded according to law.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

Passed: \_\_\_\_\_

**COMMISSIONERS' ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE AMENDING ORDINANCE 0-16-17, THE CITY'S BUDGET ORDINANCE, TO REFLECT CHANGES FOR CERTAIN REVENUE AND EXPEDNTURE AMOUNTS RESULTING FROM CDBG AND HOME BUDGET REVISIONS, AND RE-APPROPRIATING AND RE-APPORTIONING THE ANTICIPATED GENERAL FUND REVENUE AND THE REVENUE OF ALL OTHER FUNDS OF THE CITY OF COVINGTON, KENTUCKY, FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2017, AND ENDING JUNE 30, 2018, AMONG THE VARIOUS DEPARTMENTS AND FOR THE GENERAL AND SPECIAL PURPOSES AS INDICATED IN THE "RECOMMENDEDD ALL FUNDS OPERATING BUDGET 2017/2018" TO MEET THE EXPENSES OF THE CITY OF COVINGTON, KENTUCKY, FOR THE SAID FISCAL YEAR.

\* \* \* \*

NOW THEREFORE,  
BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF COVINGTON, KENTON COUNTY, KENTUCKY:

Section 1

That the revenue from the General Fund as detailed in the "City of Covington, Kentucky, Recommended All Funds Budget 2017-2018" as adjusted and amended by Order No. Ord-182-17 is hereby appropriated in the detail set forth therein and there is hereby apportioned from said estimated revenues, the expenses detailed therein. Said Budget and Order are on file in the office of the City Clerk and incorporated herein by reference as if fully rewritten herein. Appropriation of said funds is summarized as follows:

**REVENUE CATEGORIES**

Property Taxes	\$7,473,080
Franchise Fees	2,140,759
Net Profit Tax	3,646,634
Payroll Taxes	24,861,370
Insurance License Fee	7,134,530
Net Court Revenue	65,663
Licenses, Permits, Penalty & Interest	649,712
Waste Fees	129,386
Parking & Rental	2,219,245
Income from Squad Runs	1,433,875
All Other Revenues	3,006,016
<b>TOTAL GENERAL FUND REVENUES</b>	<b><u>\$52,760,270</u></b>

## Section 2

For the purpose of meeting the estimated General Fund expenditures as detailed in the "City of Covington, Kentucky, Recommended All Funds Budget 2017/2018" as adjusted and amended by Order No. ORD-182-17 of various departments for said year, there is hereby apportioned from said estimated revenues, the following amounts for the following purposes:

### **EXPENDITURE CATEGORIES**

City Manager - Personnel		\$444,343
City Manager - Non-Personnel		883,060
	Total	<b>\$1,327,403</b>
City Commissioners & Mayor - Personnel		\$187,662
City Commissioners & Mayor – Non-Personnel		14,966
	Total	<b>\$202,628</b>
Human Resources- Personnel		\$233,892
Human Resources- Non-Personnel		94,890
	Total	<b>\$328,782</b>
Operations - Personnel		\$691,408
Operations – Non-Personnel		1,325,011
	Total	<b>\$2,016,419</b>
Legal - Personnel		\$687,783
Legal – Non-Personnel		175,216
	Total	<b>\$862,999</b>
City Clerk - Personnel		\$86,561
City Clerk – Non-Personnel		39,352
	Total	<b>\$125,913</b>
Development - Personnel		\$335,823
Development – Non-Personnel		545,706
	Total	<b>\$881,529</b>
Community Services (Recreation) - Personnel		\$230,698
Community Services (Recreation)– Non-Personnel		288,010
	Total	<b>\$518,708</b>
Business Development - Personnel		\$394,766

Business Development – Non-Personnel		108,799
	Total	<b>\$503,565</b>
Public Improvements - Personnel		\$4,819,078
Public Improvements – Non-Personnel		2,173,370
	Total	<b>\$6,992,448</b>
Finance - Personnel		\$1,037,987
Finance – Non-Personnel		536,682
	Total	<b>1,574,669</b>
Police - Personnel		\$12,746,223
Police – Non-Personnel		1,129,629
	Total	<b>\$13,875,852</b>
Fire - Personnel		\$11,824,451
Fire – Non-Personnel		1,314,572
	Total	<b>\$13,139,023</b>
Debt Service – Non-Personnel	Total	<b>5,057,784</b>
Parking – Non-Personnel		<b>890,147</b>
Interfund Transfers		<b>3,884,639</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b><u>\$52,182,508</u></b>

### Section 3

That the revenue from All Other Funds as detailed in the “City of Covington, Kentucky, Recommended All Funds Budget 2017-2018” as adjusted and amended Order No. ORD-182-17 is hereby appropriated in the detail set forth therein and there is hereby apportioned from the said estimated revenues, the expenses detailed therein. Appropriation of other funds is summarized as follows:

#### REVENUE CATEGORIES

		<u>Amount of Amendment</u>	
Federal & State Grants Fund	\$ 9,298,850.00	\$ -	\$ 9,298,850.00
CDBG Fund	[ <del>2,473,013</del> ]	318,225.00	2,791,238.00
HOME Fund	[ <del>511,698</del> ]	172,437.00	684,135.00
Leased Properties Fund	509,000	-	509,000.00
Forfeiture Fund	186,878	-	186,878.00
HOME Consortium Fund	492,661	-	492,661.00

Housing Voucher Fund	5,894,646	-	5,894,646.00
Infrastructure Fund	1,787,318	-	1,787,318.00
Economic Development Fund			
	562,573	-	562,573.00
Fleet, Equipment, Technology, Facilities, And			
Other Capital Projects Fund	1,189,112	-	1,189,112.00
Waste Fund	2,500,000	-	2,500,000.00
Ambulance Fund	1,433,875	-	1,433,875.00
Self-Insured Liability Fund	801,600	-	801,600.00
Personnel & Benefits Fund	1,276,391	-	1,276,391.00
Self- Insured Employee Health Plan Fund			
	4,434,975	-	4,434,975.00
Devou Park Maintenance Fund			
	125,178	-	125,178.00
Devou Park Master Plan Fund			
	357,164	-	357,164.00
Police & Fire Supplemental Pay Fund			
	936,000	-	936,000.00
City Employee Pension Fund			
	314,060	-	314,060.00
Police & Fire Pension Fund	844,118	-	844,118.00
<b>TOTAL ALL OTHER FUNDS REVENUE</b>	<b><del>(\$ 35,929,110.00)</del></b>	<b>\$ 490,662.00</b>	<b>\$ 36,419,772.00</b>

Section 4

For the purpose of meeting the estimated All Other Funds expenditures as detailed in the "City of Covington, Kentucky, Recommended All Funds Budget 2017/2018" as adjusted and amended by Order No. ORD-182-17 of various departments for said year, there is hereby apportioned from said estimated revenues, the following amounts for the following purposes:

**EXPENDITURE CATEGORIES**

		<u>Amount of Amendment</u>	
Federal & State Grants Fund	\$ 9,208,925.00	\$ -	\$ 9,208,925.00
CDBG Fund	<del>2,480,050</del>	318,225	2,798,275
HOME Fund	<del>512,187</del>	172,437	684,624
Leased Properties Fund	707,000	-	707,000
Capital Fund	5,525,322	-	5,525,322
Forfeiture Fund	186,878	-	186,878
HOME Consortium Fund	492,661	-	492,661
Housing Voucher Fund	5,905,150	-	5,905,150
Infrastructure Fund	2,975,331	-	2,975,331
Economic Development Fund	755,000	-	755,000
Fleet, Equipment, Technology, Facilities, And			
Other Capital Projects Fund	1,189,112	-	1,189,112
Waste Fund	2,500,000	-	2,500,000
Ambulance Fund	1,433,875	-	1,433,875
Self-Insured Liability Fund	755,095	-	755,095
Personnel & Benefits Fund	1,276,393	-	1,276,393
Self- Insured Employee Health Plan Fund	4,645,800	-	4,645,800
Devou Park Maintenance Fund	237,164	-	237,164
Devou Park Master Plan Fund	357,164	-	357,164
Police & Fire Supplemental Pay Fund-Personnel	936,000	-	936,000
City Employee Pension Fund	1,300,000	-	1,300,000
Police & Fire Pension Fund	1,300,000	-	1,300,000
<b>TOTAL ALL OTHER FUNDS EXPENDITURES</b>	<del>8,44,879,107</del>	\$ 490,662.00	\$ 45,369,769



<b>TOTAL ALL FUNDS REVENUE</b>	<b>[\$88,689,380]</b>	<b><u>\$89,180,042</u></b>
<b>TOTAL ALL FUNDS EXPENDITURES</b>	<b>[\$97,061,615]</b>	<b><u>\$97,552,277</u></b>

Note: Beginning Fund balances are sufficient to support expenditures when combined with revenues.

### Section 5

The City of Covington uses a governmental fund accounting system that groups related accounts used to maintain control over resources that have been segregated for specific purposes and activities to comply with finance-related legal requirements. Funds are categorized as governmental funds, proprietary internal service funds, and fiduciary funds. Internal service funds include: the Liability Self-Insurance Fund and the Medical Self-Insurance Fund. Fiduciary funds include: the City Employee Retirement Fund and the Police and Fire Pension Fund. All other funds are governmental funds. City funds are defined as follows:

**01- General Fund** – the operating fund used to account for financial transactions except for those required to be accounted for in another fund.

**03- Federal and State Grants** – Established to account for the various federal and state grant revenue and expenditures not in other specified funds.

**04 – Community Development Block Grant** – Established to account for the federal Community Development Block Grant (CDBG) program revenue and expenditures. The fund supports public improvements for public right-of way and parks; residential programs such as code enforcement, home repair and rehabilitation, and homebuyer assistance; economic development such as business retention; public services such as recreation programs and crime prevention; loan repayments; and program administration.

**08 - HOME Program** - Established to account for the federal HOME program revenue and expenditures. The fund supports homebuyer assistance and community development projects.

**10 - Leased Properties Fund** – Established to account for rental revenue from City-owned properties and expenditures related to economic development program project development.

14- **Capital Improvement Fund** – Established to hold the proceeds of City bond sales to be expended for various eligible capital projects.

15 - **Police Forfeiture Justice Fund** – Established to account for revenue from asset forfeitures and expenditures for eligible non-personnel items.

16- **HOME Consortium Fund** – Established to account for the revenue and expenditures of the HOME Consortium Program as administered by the City of Covington for local municipalities.

18 - **Housing Voucher Program** – Established to account for the revenue and expenditures of the federal Housing Voucher Program (Section 8).

19- **Infrastructure Fund** – Established to account for transfers from the General Fund required by the Fiscal Stability Ordinance including 1% of General Fund revenue and the 25% allocation from prior year fund balance. Expenditures include public right-of-way improvements, fleet, equipment, technology, facilities and other capital projects.

21- **Economic Development Authority Fund** – Established to account for revenue including transfers from the General Fund, loan repayments from loans made from the General Fund, tax increment financing payments and expenditures to support business growth and economic development.

24- **Fleet, Equipment, Technology, Facilities and Other Capital Projects Fund** – Established to account for the revenue from 2% of the Insurance Premium License Fee and expenditures for fleet, equipment, technology, facilities and other capital projects needs of the City. The ordinance establishing the 2% increase has a sunset provision and the last of the additional 2% revenue will be in the 2021 budget.

25 - **Waste Management Fund** – Established to account for all revenue and expenditures associated with the administration of the City's waste management program via a third party vendor.

28- **Ambulance Services Fund** – Established to account for all revenue and transfers associated with the administration of the City's ambulance services. Revenue received is transferred to the General Fund

29- **Self-Insured Liability Fund** – Established to account for revenue transferred from the General Fund and expenditures related to all general and auto liability claims, judgements, related legal costs, and a reserve.

32- **Personnel and Benefits Fund** – Established to account for transfers from the General Fund required by the Fiscal Stability Ordinance of 25% allocation from prior year fund balance. Funds are reserved for transfers back to the General Fund to support employee salary and benefit costs.

39- **Medical Self-Insurance Fund** – Established to account for revenue transferred from City Department budgets for expenditures for City health care related expenditures such as medical claim, stop loss insurance premiums, vision benefits, spousal reimbursement, wellness clinic contract payments, and a reserve.

40- **Devou Park Trust Maintenance Fund** – Established to account for revenue received from the trust and expenditures relating for maintenance of Devou Park.

45- **Devou Park Master Plan Fund** – Established to account for revenue from Devou Properties, Inc. (Drees Pavilion) and expenditures for the maintenance and capital improvements of Devou Park in compliance with the Master Plan.

77- **Police and Fire Supplemental Pay Fund** – Established to account for revenue from the State and expenditures relating to Police and Fire supplemental pay program.

91 - **City Employee Retirement Fund** – Established to account for investment returns and transfers from the General Fund and expenditures for the payment to pensioners.

92- **Police and Fire Pension Fund** – Established to account for investment returns and transfers from the General Fund and expenditures for the payment to pensioners.

#### Section 6

The City of Covington operating budget is organized for financial accounting into departments and cost centers described as follows:

**101 City Manager** – Established an account for expenditures of the Office of the City Manager, Internal Auditor, administrative support, salary and benefits, and operational costs. The General Fund budget of \$1,327,403 includes increases of \$45,000 for an organizational study with a goal to enhance efficiency and effectiveness, \$6,500 for travel and related costs for the new city manager search, and \$9,439 for city manager and support staff compensation increase. The budget also includes \$734,500 for per ORDER No. 182-17 additions except for non-represented employees other than in department 101.

**104 Mayor and Commissioners** – Established to account for expenditures of the Mayor and Commissioners including salary and benefits, and operational costs for the legislative body of the City. The General Fund budget of \$202,628 includes an increase of \$4,298 for a pension rate increase and healthcare increase.

**105 Human Resources** – Established to account for the expenditures of the Human Resources Director and staff including salaries, benefits, and operational costs. Human resources is responsible for recruitment, testing, compensation administration, benefits administration, and training. The General Fund budget of \$328,782 includes an increase of \$3,500 for random drug testing and \$4,000 for on-line training.

**106 Operations** – Established to account for expenditures of the Director of Operations, Compliance Officer, Manager of Analytics & Intelligence, Risk Manager, Systems Analyst and Project Manager, Solid Waste Coordinator, including administrative support, salary and benefits, and department operational costs. Also established to manage the expenditures of City Hall Rent and Insurance, City Utilities and Communications, Waste Management Costs, Animal Control, City Hall Security, Linden Grove Operations, Plant & Facilities Maintenance/Repair and General City Hall Expenditures. The General Fund budget of \$2,016,419 includes increases of \$14,000 for health care previously left out of the budget in error, \$2,000 for an increase in pension rate, \$10,000 for Linden Grove maintenance match, and \$4,903 for the 5% SD1 increase.

**201 Solicitor** – Established to account for the expenditures of the City Solicitor, Assistant City Solicitors, Paralegal, and Public Information Office salaries and benefits and operational costs. The Solicitor is responsible for legal representation to the Board of Commissioners and other boards and commissions of the City, Alcohol Beverage Control administration, claims against the City, foreclosures, and contract development and review, legislation drafting, and litigation. In addition, the department provides for the dissemination of information and communication to the public. The General Fund budget of \$862,999 includes increases \$2,576 for Alcohol Beverage Control administrative consolidation and enhancement, and \$100,000 for excess liability insurance to protect the City from large dollar claims and judgements.

**203 City Clerk** – Established to account for the expenditures of the Office of City Clerk's salary and benefits and operational costs. The City Clerk provides administrative support to the Board of Commissioners including the development of agendas and the processing of legislation. The General Fund budget of \$125,913 includes an increase of \$1,100 for a scanner for more efficient document management.

**301 Development** – Established to account for the expenditures of the Development Director/City Engineer, Executive Assistant, and Code Enforcement salaries and benefits and operational costs. The General Fund budget is \$881,529. The CDBG budget is \$1,749,946 for the public improvements and residential programs. The total budget is \$2,631,475.

**302 Community Services (Recreation)** – Established to account for the salaries, benefits for the Parks and Recreation manager and staff, and operational costs for the Recreation services such as swimming pools, softball, and other recreational programs. The General Fund budget is \$518,708 and includes \$20,000 to continue current part-time staff and \$800 for increases in staff licensing and professional memberships. The CDBG budget is \$62,842 for summer programming. The total budget is \$581,550.

**305 Business Development Division**– Established to account for the expenditures of the Development Manager/City Engineer, Economic Development Manager, Economic Development Specialist, Community Development Block Grant Manager, Historic Preservation Officer, Business Development Assistant and Zoning

Administrator salaries and benefits and operational costs. The General Fund Budget is \$503,565 including an increase of \$36,000 to expand the rent subsidy/façade improvement program city-wide. The CDBG budget is \$363,618 primarily for staff costs. The HOME budget is \$512,187 for home buyer assistance and community development. The HOME Consortium budget is \$492,661 for the multi-city program. The total budget is \$1,872,031.

**502 – 510 Department of Public Improvements** – Established to account for the expenditures of the following divisions:

Engineering and Administration Division – Established to account for the expenditures of the Director of Public Improvements, Business Manager and administrative support, salaries and benefits and operational costs.

Department of Public Improvements Right of Way – Established to account for the expenditures of the Division Supervisor and the cement masons, technicians, drivers and seasonal staff salaries, as well as the Recreation Manager and Recreation Specialist and associated recreation employee salaries and benefits and operational costs.

Department of Public Improvements Parks and Facility Management – Established to account for the Recreational and Facilities Maintenance Division Supervisor, Laborers, Technicians and seasonal worker salaries and benefits and operational costs.

Department of Public Improvements Fleet Management – Established to account for the expenditures of the Fleet Management Manager, Chief Mechanic and mechanics salaries and benefits and operational costs.

Department of Urban Forestry Division – Established to account for the expenditures of the Urban Forestry Division Supervisor and Municipal Grounds workers' supervisor and specialist salaries and benefits and operational costs.

Department of Public Improvements City Beautification – Established to account for the Division Supervisor, equipment operators, drivers, seasonal and laborer salaries and benefits and operational costs.

Department of Public Improvements Devou Park Maintenance – Established to account for the equipment operators, laborer and seasonal worker' salaries and fringe benefits and operational costs.

The General Fund budget for the department is \$6,992,448 of which \$10,000 is an increase for a new work order system to increase efficiency. The City receives Municipal Road Aid in the amount of \$802,842 of which \$352,942 is for road maintenance operating costs and \$450,000 is for capital road improvements. The CDBG budget includes \$20,000 for eligible tree planting costs. The total budget is \$7,012,448.

**702 and 706 Finance** – Established to account for the Finance Director, Assistant Finance Director, Senior Accounting Manager, Staff Accountants, Finance Analyst,

Accounts Payable Manager, Tax Auditors, and administrative support, staff salaries and benefits and operational costs. In addition, \$200,627 includes the City-wide information technology costs. The General Fund budget is \$1,574,669 of which \$132,669 is an increase for the return of the Finance Director position from the City Manager Department and \$30,7121 is an increase for additional audit, financial practices review, and benchmarking. CDBG provides \$74,719 for an accounting position. The total budget is \$1,649,388.

**806-811 Police Department** – Established to account for Police Chief and all officer salaries and benefits and operational costs except for costs for maintenance of plant and property (vehicles) which are accounted for in the Department of Public Improvements Fleet Division and the City Plant and Facilities budgets. The department budget includes part-time School Crossing Guards salaries and benefits and part-time Devou Park Rangers salaries and benefits. The total General Fund budget is 13,875,852 of which \$42,418 is an increase for various contractual and other supplies and services items. The CDBG budget provides \$150,000 for crime prevention services. The Police and Fire Supplemental Pay Fund provides \$488,000 for state supported salaries and benefits. The Police Asset Forfeiture Justice Fund provides 186,878 for eligible non-personnel items. The total budget is \$14,700,730.

**1001 Fire Department** – Established to account for the Fire Chief and all firefighters' salaries and fringe benefits and operational costs except for costs for maintenance of plant and property (vehicles) which are accounted for in the Department of Public Improvements Fleet Division and the City Plant & Facilities budgets. The General Fund budget is \$13,139,023 of which \$50,904 is to increase a part-time business analyst position to full-time. The CDBG budget provides \$57,502 for fire code enforcement. The Police and Fire Supplemental Pay Fund provides \$488,000 for salaries and benefits. The fire Department is also supported by a SAFER grant for \$568,947. The total budget is \$14,253,472.

**1201 Debt Service** – Established to account for the principal and interest payments on all City debt excluding the pension debt. The General Fund budget is \$5,057,784.

**1901-1905 Parking** – Established to account for various City parking garages and surface lots and metered parking space expenses. The parking operation is managed by a private company. The General Fund budget is \$890,147.

## Section 7

The City of Covington capital budget resources and expenditure categories are described as follows:

### **Resources**

Transportation Grants	\$9,208,925
Infrastructure Fund	2,975,331
Fleet, Equipment, Technology, Facilities and Other Capital Projects Fund	1,189,112
Bond Funds	5,525,322
CDBG	1,345,639
Economic Development Authority Fund	755,563
Road Aid	450,000
Devou Funds	325,000
State Funds	<u>300,000</u>
TOTAL	<u>\$22,074,892</u>

### Project Expenditure Categories

Roadway Maintenance and Resurfacing	
Road Aid	\$450,000
CDBG	<u>275,000</u>
Total	\$725,000
Riverside Drive Stabilization	
Bond Funds	\$727,753
Riverfront Commons Construction	
Bond Funds	\$2,169,410
Federal CMAC Grant	3,900,000
State Surface Transportation Grant	931,258
Local Reimbursement	<u>77,609</u>
Total	\$7,078,277
Licking River Greenway	
Bond Funds	\$200,000
Transportation Grants	<u>341,500</u>
Total	\$541,500
North Covington Sidewalks	
Bond Funds	\$700,000
Electric Alley	
Bond Funds	\$195,890
Transportation Grants	<u>800,000</u>
Total	\$995,890
Point Benton	
Bond Funds	\$300,000

Randolph Park		
Bond Funds		\$156,924
Devou Clubhouse		
Bond Funds		\$1,025,327
Devou Funds (Debt Service)		<u>200,000</u>
Total		\$1,225,327
Fleet		
Fleet, Equipment, Technology, Facilities and Other Capital Projects Fund		\$1,189,112
Firehouse Relocation		
State Funds		\$300,000
6 <sup>th</sup> District Safe Routes to School		
Bond Funds		\$50,000
Transportation Grants		<u>200,000</u>
Total		\$250,000
Highway Avenue Improvements		
Transportation Grants		\$250,000
Scott/6 <sup>th</sup> Streetscape		
CDBG		\$575,000
Transportation Grants		<u>1,408,558</u>
Total		\$1,983,558
Latonia Avenue Phase II		
CDBG		\$132,820
Transportation Grants		<u>588,000</u>
Total		\$720,820
3 <sup>rd</sup> and Johnson		
CDBG		\$162,809
Transportation Grants		<u>712,000</u>
Total		\$874,809
Park Improvements		
CDBG		<u>\$200,000</u>
Economic Development Projects		
Economic Development Authority Fund		\$755,563
Devou Improvements		
Devou Funds		\$45,000
BCM Expansion, Prisoner's Lake, Reserve		
Devou Funds		\$80,000



Emergency Radio System Upgrade Infrastructure Fund	\$1,300,000
Computer and Server Replacement Infrastructure Fund	\$250,000
Fire Company 2 Repair Infrastructure Fund	\$50,000
DPI Roof Repair Infrastructure Fund	\$200,000
Carolina Avenue Drainage Repair Infrastructure Fund	\$150,000
Highland Avenue Basin Repairs Infrastructure Fund	\$300,000
12 <sup>th</sup> and Madison Pavers Infrastructure Fund	\$115,000
Property Demo., Foreclosure, Acquisition Infrastructure Fund	\$300,000
Western Avenue Slide Repair Infrastructure Fund	<u>\$310,331</u>
TOTAL	<u>\$22,074,892</u>

Section 8

Pursuant to KRS 424.240, the City Clerk of the City of Covington, Kentucky, is authorized to publish this ordinance as a summary.

Section 9

That this ordinance shall take effect and be in full force when passed, published and recorded according to law.

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MAYOR

ATTEST:

CITY CLERK: \_\_\_\_\_

Passed: \_\_\_\_\_ (Second Reading)

\_\_\_\_\_ (First Reading)