

**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, JUNE 24, 2014, 6:00 PM**

**20 WEST PIKE STREET
COVINGTON, KY**

AGENDA

CALL TO ORDER: Mayor Sherry Carran

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

Reading of Minutes of the meeting of June 10, 2014, minutes (or motion to dispense with reading and approve minutes).

PRESENTATION(S):

- Covington Neighborhood Collaborative Annual Presentation – Mr. J.T. Spence, Chair

ITEMS FOR CONSIDERATION:

OLD BUSINESS – SECOND READING OF ORDINANCES

1. Consider Ordinance No. O-09-14 entitled: **AN ORDINANCE ADOPTING THE UPDATED HISTORIC COVINGTON DESIGN GUIDELINES AS APPROVED BY THE URBAN DESIGN REVIEW BOARD.** *The original Historic Covington Design Guidelines were written in 1988 and have had several updates over the years. As technologies, methods and materials in the historic preservation field have changed there is a need to incorporate and change the guidelines to reflect these changes.*

Staff Reporting: Beth Johnson, Preservation and Planning Specialist

Recommendation: Approve Ordinance. Approval allows the City's design guidelines for historic properties to be updated to reflect changes in technologies, methods and materials used in the field of historic preservation, thereby preserving and improving one of the City's greatest assets, its historic housing stock.

2. Consider Ordinance No. O-10-14 entitled: **AN ORDINANCE AMENDING CHAPTER 94 OF THE COVINGTON CODE OF ORDINANCES TO ESTABLISH RENTAL FEES FOR SHELTERS AND GREEN SPACE IN CITY PARKS.** *As part of the FY 15 budget process, an increase in park shelter rental fees for residents and non-residents has been recommended. The increase will generate an additional \$2,500 annually for the City's General Fund, and help to defray the costs of maintaining Devou Park and other parks in the City.*

Staff Reporting: Natalie Gardner, Programs and Strategic Projects Manager

Recommendation: Approve Ordinance. Approval allows the City to increase park shelter reservation fees for residents and non-residents to help defray the cost of maintaining Devou Park and other parks in the City.

3. Consider Ordinance No. O-11-14 entitled: **AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, POSITIONS DESIGNATED AND ORDINANCE O-27-13, NON-UNION CLASSIFICATION SYSTEM, ELIMINATING THE POSITION OF ADMINISTRATIVE ASSISTANT TO THE ADMINISTRATION DEPARTMENT.** *As part of the FY 15 budget process, elimination of certain full time positions has been recommended. The elimination of this full time position reduces the City's FY 15 General Fund expense by approximately \$68,000.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Ordinance. Approval allows the City to implement an expense reduction item recommended in FY 2014-2015 budget.

NEW BUSINESS – ORDER/RESOLUTIONS

4. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF JASON HARTZLER AS A POLICE OFFICER IN THE COVINGTON POLICE DEPARTMENT, FOR A TWELVE MONTH PROBATIONARY PERIOD, EFFECTIVE JULY 6, 2014.**

Staff Reporting: Spike Jones, Police Chief

Recommendation: Approve Order/Resolution

5. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF BERNARD EVANS AS A POLICE OFFICER IN THE COVINGTON POLICE DEPARTMENT, FOR A TWELVE MONTH PROBATIONARY PERIOD, EFFECTIVE JULY 6, 2014.**

Staff Reporting: Spike Jones, Police Chief

Recommendation: Approve Order/Resolution

NEW BUSINESS – FIRST READING OF ORDINANCES

6. Consider Ordinance No. O-12-14 entitled: **AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, POSITIONS DESIGNATED.** *This ordinance will update this section of the Code of Ordinances including the elimination of some positions and the change of titles for others. Positions eliminated include Code Enforcement Supervisor, a vacant position, and change title of Arts Director to Cultural Arts Director to more accurately reflect the duties of that position.*

Staff Reporting: Larry Klein, City Manager

Recommendation: First Reading, No Vote

7. Consider Ordinance No. O-13-14 entitled: **AN ORDINANCE AMENDING ORDINANCE O-27-13, NON-UNION CLASSIFICATION SYSTEM, UPDATING CERTAIN CLASSIFICATIONS.** *This ordinance is also updating the salary classification ordinance eliminating certain positions and changing others. Positions eliminated include Code Enforcement Supervisor, a vacant position, and reclassifying the position of Marketing and Communications Director from a Code 400 to a Code 600 recognizing the elimination of supervisory duties from that job description.*

Staff Reporting: Larry Klein, City Manager

Recommendation: First Reading, No Vote

8. Consider Ordinance No. O-14-14 entitled: **AN ORDINANCE SUSPENDING ANY STEP INCREASES AND PHASE IN PAYMENTS FOR FISCAL YEAR 2014-2015 FOR THOSE CITY EMPLOYEES NOT REPRESENTED BY A UNION.**

Staff Reporting: Larry Klein, City Manager

Recommendation: First Reading, No Vote

9. Consider Ordinance No. O-15-14 entitled: **AN ORDINANCE RE-APPROPRIATING AND RE-APPORTIONING THE ANTICIPATED GENERAL FUND REVENUE**

AND THE ANTICIPATED REVENUE OF ALL OTHER FUNDS OF THE CITY OF COVINGTON, KENTUCKY, FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2013, AND ENDING JUNE 30, 2014, AMONG THE VARIOUS DEPARTMENTS AND FOR THE GENERAL AND SPECIAL PURPOSES AS INDICATED IN THE “RECOMMENDED ALL FUNDS OPERATING BUDGET 2013/2014” TO MEET THE EXPENSES OF THE CITY OF COVINGTON, KENTUCKY FOR THE SAID FISCAL YEAR. *This ordinance amends the estimated revenues and authorization of appropriation of City funds for the 2013-2014 City budget.*

Staff Reporting: Lisa Goetz, Finance Director

Recommendation: First Reading, No Vote

10. Consider Ordinance No. O-16-14 entitled: **AN ORDINANCE APPROPRIATING AND APPORTIONING THE ANTICIPATED GENERAL FUND REVENUE AND THE ANTICIPATED REVENUE OF ALL OTHER FUNDS OF THE CITY OF COVINGTON, KENTUCKY, FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2014, AND ENDING JUNE 30, 2015, AMONG THE VARIOUS DEPARTMENTS AND FOR THE GENERAL AND SPECIAL PURPOSES AS INDICATED IN THE “RECOMMENDED ALL FUNDS OPERATING BUDGET 2014-2015” TO MEET THE EXPENSES OF THE CITY OF COVINGTON, KENTUCKY, FOR THE SAID FISCAL YEAR.** *This ordinance estimates the anticipated revenues and authorizes the appropriation of City funds for the \$74,738,019 City budget for 2014-2015 of which the General Fund amount is \$46,909,518. It allocates revenue and expenses for the City’s operating budget for the 2014-2015 fiscal year. The FY 15 Budget was presented in detail and discussed at the May 27, 2014 City Commission meeting, and subsequent individual meetings with the Mayor and City Commissioners.*

Staff Reporting: Lisa Goetz, First Reading, No Vote

Recommendation: First Reading, No Vote

NEW BUSINESS – ORDER/RESOLUTIONS

11. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING CURRENT ORGANIZATIONAL CHARTS FOR THE CITY OF COVINGTON.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval allows the City to update its Citywide organizational chart to reflect the elimination and changes of job descriptions and reporting responsibilities.

12. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING A CONTRACT WITH NEIGHBORHOOD FOUNDATIONS (THE HOUSING AUTHORITY OF NEWPORT, KENTUCKY) FOR INSPECTION SERVICES FOR ANY SECTION 8 UNITS LOCATED AT EASTSIDE REVITALIZATION I, II, AND III; ACADEMY FLATS; EMERY DRIVE; RIVER'S EDGE; AND ANY NSP UNITS OWNED BY THE HOUSING AUTHORITY OF COVINGTON, IN AN AMOUNT OF \$40.00 FOR EACH INITIAL AND ANNUAL INSPECTION AND \$20.00 FOR EACH INSPECTION NECESSARY TO VERIFY REPAIRS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO ALL NECESSARY CONTRACTS WITH NEIGHBORHOOD FOUNDATIONS (THE HOUSING AUTHORITY OF NEWPORT, KENTUCKY).** *The Section 8 program is in a consortium with the Housing Authority of Covington and are no longer permitted to inspect Section 8 units that HAC owns or has a financial interest in. This is a HUD directive.*

Staff Reporting: Kim Philips, Section 8 Program Coordinator

Recommendation: Approve Order/Resolution. Per a HUD directive, approval allows the City's Section 8 Department that is managed by the Housing Authority of Covington through a Consortium agreement, to contract with Neighborhood Foundations (Housing Authority of Newport) for inspections of Section 8 units that are owned by the Housing Authority of Covington, in order to avoid any conflicts of interest.

13. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE RENEWAL OF THE CITY'S WORKER'S COMPENSATION INSURANCE WITH KENTUCKY EMPLOYERS MUTUAL INSURANCE (KEMI) IN AN AMOUNT OF \$361,637.89 AND PAYMENT OF A BROKERAGE FEE OF \$50,000.00 TO ARTHUR J. GALLAGHER & CO. FOR A TOTAL COST OF \$411,637.89, PAYABLE FROM THE GENERAL FUND, FOR COVERAGE EFFECTIVE JULY 1, 2014.** *Gallagher has been consulting with the City since 2003 assisting the City in putting management programs together to monitor and reduce our worker's compensation costs. KEMI was willing to insure the City when no one else would due to the City's high claims experience. Our Risk Manager, KEMI and Gallagher have been instrumental in reducing our worker's comp costs from an all-time high of \$1.5 million in 2009 to our current renewal rate of \$361,637.*

Staff Reporting: Jo Ann Simpson, Human Resource Director

Recommendation: Approve Order/Resolution. Approval allows the City to renew its workers compensation insurance effective July 1 with KEMI and Gallagher, who have greatly reduced the City's costs for this product over the past five years from \$1.5 million to current renewal rate of \$361,637, and reducing the City's experience modification factor from 1.54 to .87 that drove the lower premium amounts.

14. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE CITY'S PARTICIPATION IN THE WESTERN STATES CONTRACTING ALLIANCE AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS.** *Participation in the*

Western States Contracting Alliance provides the City with a vehicle by which it can enter into a discounted contract with AT&T Mobility for cell phones and data cards providing the City with significant savings.

Staff Reporting: Lisa Desmarais, Information Technology & Data Manager

Recommendation: Approve Order/Resolution. Approval allows the City to continue to provide communications equipment for its public safety and other staff through a state contract with AT&T Mobility, since the City's current provider, Cincinnati Bell, is exiting this market. The City is allowed to contract for this product with the state's contractor without taking to bid, but price comparison clearly indicates the state's contractor is lowest and best.

15. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING AND ADOPTING A CITY OF COVINGTON EMPLOYEE CELL PHONE POLICY.** *This policy will provide for a responsible, consistent manner in which City employees can be reimbursed for personal or City-owned cell phones.*

Staff Reporting: Lisa Desmarais, Information Technology & Data Manager

Recommendation: Approve Order/Resolution. Approval allows the City to have a policy in place for cell phones for employees that establishes criteria, levels of approval, and reimbursement amounts, for assignment of this equipment.

16. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR COPIER AND MANAGED PRINT SERVICES.** *The City plans to consolidate all current copier services under a single vendor. The approval will allow the City to pursue the most economical and beneficial copier and managed print services.*

Staff Reporting: Lisa Desmarais, Information Technology & Data Manager

Recommendation: Approve Order/Resolution. Approval allows the City to issue a Request for Proposal for copier and managed print services with a single vendor, consolidating five separate contracts with such vendors now, and reducing the total number of copier and managed print equipment at City facilities, thereby reducing departmental operating expenses.

17. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING A LEASE AGREEMENT WITH GROW THE COV AND THE CENTER FOR GREAT NEIGHBORHOODS OF COVINGTON, INC. TO ESTABLISH COMMUNITY GARDENS AT CITY-OWNED PROPERTIES LOCATED AT 1040 JACKSON STREET, 1111-15 LOCUST STREET, AND 1117 LOCUST STREET AND TO UTILIZE THE CITY-OWNED LOT AND BUILDING LOCATED AT 1038 LOCUST STREET FOR EQUIPMENT STORAGE.** *Grow the Cov was awarded a mini-grant from the Center for Great Neighborhoods to install gardens throughout the City. The lots on Jackson and Locust Streets were decided to be an ideal location. The Lease Agreement is revocable by the City with a 30-day notice and is a month-to-month lease. The produce will be available at the Covington Farmers Market.*

Staff Reporting: Larisa Sims, Assistant City Manager for Development

Recommendation: Approve Order/Resolution. Approval allows a vacant lot owned by the City to be leased to citizens who want to establish a community garden and make the produce available at the Covington Farmer's Market.

18. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING AN AMENDMENT TO THE CITY OF COVINGTON AND THE NORTHERN KENTUCKY HOME CONSORTIUM'S ANNUAL ACTION PLAN FOR THE PROGRAM YEAR BEGINNING JULY 1, 2013, ALLOWING FOR THE REPROGRAMMING OF CERTAIN HOME CONSORTIUM AND CDBG FUNDS.** *This Order Resolution amends the City's CDBG and HOME Consortium budget and Annual Action Plan for the FY 14 program year.*

Staff Reporting: John Hammons, HOME Consortium

Recommendation: Approve Order/Resolution. Approval allows the City to comply with HUD regulations that require our CDBG and HOME budget and Annual Action Plan to be amended to reflect changes in programming and use of funds.

19. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION ADOPTING PROGRAM GUIDELINES FOR APPROVED PROGRAMS FOR PROGRAM YEAR 2014-2015 FOR THE COVINGTON HOMEBUYER ASSISTANCE PROGRAM AND THE NORTHERN KENTUCKY HOMEBUYER ASSISTANCE PROGRAM TO BE FUNDED FROM THE HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) FUNDS.** *The City is required by HUD to adopt guidelines for the CDBG and HOME programs administered by the City to ensure the programs are administered consistently and equitably.*

Staff Reporting: John Hammons, HOME Consortium

Recommendation: Approve Order/Resolution. Approval allows the City to comply with HUD regulations by adopting program guidelines for the FY 2014-2015 program year.

20. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING AN INCREASE IN THE MAXIMUM DAILY PARKING RATE AT THE RIVERCENTER PARKING GARAGE FROM \$8.00 TO \$10.00.** *This new rate would be more in line with the maximum rates being charged by the parking garages in the area. Projected additional revenue would be \$22,500 per year.*

Staff Reporting: Mike Yeager, City Engineer/Community Services Manager

Recommendation: Approve Order/Resolution. Approval allows the City to implement a recommendation for the FY 2014-2015 budget to increase revenue to the General Fund to help defray the cost of providing public safety and other services to residents, businesses and visitors.

21. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING AN INCREASE IN THE CITY PARKING METER RATES FROM 25 CENTS PER HOUR TO 35 CENTS PER HOUR.** *This new rate would be more in line*

with the rates in neighboring cities and cities in Kentucky of similar size. Projected additional revenue would be \$48,000.

Staff Reporting: Mike Yeager, City Engineer/Community Services Manager

Recommendation: Approve Order/Resolution. Approval allows the City to implement a recommendation for the FY 2014-2015 budget to increase revenue to the General Fund to help defray the cost of providing public safety and other services to residents, businesses and visitors.

22. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING ITS SALE AND TRANSFER PURSUANT TO KRS §§ 82.083 AND 45A.425.** *The vehicle to be sold is a 2000 Ford Crown Victoria.*

Staff Reporting: Rick Davis, DPI Director/Assistant City Engineer

Recommendation: Approve Order/Resolution. Approval allows the City to dispose of obsolete and/or inefficient equipment and to maximize the resale potential.

23. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING DEPARTMENTAL GOALS FOR FISCAL YEAR 2014-2015.** *As part of the budgeting and strategic planning process, departments were asked to produce goals and objectives that would direct the work of the department, in line with the budget, over the next fiscal year. These goals and objectives will be reviewed quarterly by management.*

Staff Reporting: Larry Klein, City Manager and Larisa Sims, Assistant City Manager for Development

Recommendation: Approve Order/Resolution. Approval provides authorization and guidance for the work of City staff for FY 2014-2015 that is aligned with respective departmental budgets.

24. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION ADOPTING THE ANNUAL RISK ASSESSMENT AND INTERNAL AUDIT PLAN FOR FISCAL YEAR 2014-2015.** *The City's Internal Auditor prepared an annual Risk Assessment and Internal Audit for the City which was reviewed and approved by the Audit Committee.*

Staff Reporting: Greg Crump, Internal Auditor

Recommendation: Approve Order/Resolution. Acceptance of the recommendation of the City's Audit Committee and approval by the City Commission allows the City's Internal Auditor to proceed with an Annual Risk Assessment and Internal Audit Plan based on an evaluation and prioritization of levels of risk to the City of various activities.

25. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING UPDATED JOB DESCRIPTIONS FOR STAFF OF THE**

PROGRAMS AND STRATEGIC PROJECTS DIVISION OF THE DEPARTMENT OF DEVELOPMENT. *Due to budget realignments, the Grants Administrator position is no longer being filled. In order to realign work duties relative to the vacancy, the following job descriptions need to be updated: Housing Development Specialist, CDBG/HOME Program Coordinator, HOME Consortium Coordinator, Renaissance Covington Manager, Cultural Arts Director, and the Programs and Strategic Projects Manager.*

Staff Reporting: Larisa Sims, Assistant City Manager for Development

Recommendation: Approve Order/Resolution. Approval allows the revision of several job descriptions due to the elimination of the Grants Administrator position and placement of some positions into Programs and Strategic Projects Division.

26. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING AN UPDATED JOB DESCRIPTION FOR THE POSITION OF MARKETING AND COMMUNICATION DIRECTOR.** *With recent changes in the Development Department, this position has been moved to the Legal Department. The job description revision includes new reporting structure and elimination of supervisory duties.*

Staff Reporting: Frank Warnock, Assistant City Manager/City Solicitor

Recommendation: Approve Order/Resolution. Approval allows the reassignment of this job position from the Development Department to the Legal Department and elimination of supervisory duties.

27. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING AN AGREEMENT WITH TRACY DENHAM WHO SERVED AS ADMINISTRATIVE ASSISTANT TO THE ADMINISTRATION DEPARTMENT FOR THE CITY OF COVINGTON, RELATED TO THE ELIMINATION OF HER POSITION.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval allows the implementation of a budget recommendation for FY 2014-2015 to reduce expense and best wishes are extended for her future endeavors.

28. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF POLICE RECRUIT ZACHARY BURTON, FROM THE COVINGTON POLICE DEPARTMENT, EFFECTIVE JUNE 19, 2014.**

Staff Reporting: Spike Jones, Police Chief

Recommendation: Approve Order/Resolution. Approval accepts the resignation of Police Recruit Zachary Burton during his probationary period and best wishes are extended for his future endeavors.

29. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF AMANDA YECKERING, LAW CLERK IN**

THE LEGAL DEPARTMENT, EFFECTIVE JUNE 12, 2014. *Amanda recently passed the Kentucky Bar and has found full-time employment within the legal field.*

Staff Reporting: Frank Warnock, Assistant City Manager/City Solicitor

Recommendation: Approve Order/Resolution. Approval accepts the resignation of Amanda Yeckering and best wishes are extended for her future endeavors.

30. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE PART-TIME RECEPTIONIST POSITION IN THE ADMINISTRATION DEPARTMENT.** *This position will provide coverage of the front desk at City Hall from the hours of 8:00 a.m. to noon, Monday through Friday.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval allows the City to establish a part time position during City Hall office hours to greet and direct visitors and callers.

31. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF ELIZABETH JAPOUR AS THE PART-TIME RECEPTIONIST AT CITY HALL, EFFECTIVE JULY 1, 2014, AT AN HOURLY PAY RATE OF \$9.50.** *This position has been budgeted and will not require employee benefits.*

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution. Approval allows the City to employ Elizabeth Japour as the part-time Receptionist. She has performed very well in this part time position which was funded until recently through a program of the Northern Kentucky Community Action Commission.

32. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPOINTING STEVE HEDGER AS FLEET MANAGER IN THE DEPARTMENT OF PUBLIC IMPROVEMENTS, EFFECTIVE JULY 1, 2014, AT AN ANNUAL SALARY OF \$67,000.00.** *Steve has been a mechanic with the City since June 2004. He has been the acting supervisor since 2010. Steve is an ASE Master Certified Technician and carries an Associated Degree in Applied Science.*

Staff Reporting: Rick Davis, Assistant City Engineer/Director Department of Public Improvements

Recommendation: Approve Order/Resolution. Approval allows the City to fill the position of Fleet Manager that has been vacant for the past four years. This is a key position in a Division that maintains all City equipment from fire trucks and police cruisers to snow and ice removal equipment, street sweepers and mowing equipment.

33. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE RENEWAL OF THE CONTRACT BETWEEN THE CITY OF COVINGTON AND DR. PAUL SPELLMAN FOR SERVICES FOR THE COVINGTON FIRE DEPARTMENT AND AUTHORIZING THE MAYOR AND**

CITY MANAGER TO EXECUTE THE CONTRACT. *Dr. Spellman has provided Medical Direction to the Covington Fire Department EMS Program as required since the inception of the Advanced Life Support program. This contract is a one year renewable, effective July 1 through June 30.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation Approve Order/Resolution. Approval allows the City to maintain medical direction for its Advanced Life Support services in the Fire Department.

34. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING THE DISCONTINUATION OF PARAMEDIC STATUS FOR PARAMEDIC/CAPTAIN ANDREW SCHULTZ, PARAMEDIC/CAPTAIN GREG SALMONS, PARAMEDIC LIEUTENANT CHRIS ALSIP, AND PARAMEDIC/LIEUTENANT KEVIN TODD WYATT OF THE COVINGTON FIRE DEPARTMENT, EFFECTIVE JULY 5, 2014.** *In accordance with Article XI "Wage Rate", exception I of the CBA by and between the City of Covington and the Covington Professional Firefighters Local Union 38, any paramedic that has served 6.5 years and wishes to voluntarily discontinue their paramedic status may do so provided that there is a minimum of 27 paramedics remaining on the job.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution. Approval allows these Fire Department paramedics to return to position of Firefighter, having completed their services as a paramedic according to the City's labor contract with Local 38, and with the requisite wage decrease of 14%.

35. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING A CHANGE IN PAY STATUS FOR PAUL WOODRING FROM ENGINEER TO PARAMEDIC/ENGINEER, KEITH GOFF FROM FIREFIGHTER GRADE 2 TO PARAMEDIC/FIREFIGHTER, AND GLENN CAMINITI FROM FIREFIGHTER GRADE 2 TO PARAMEDIC/FIREFIGHTER.** *The change in pay status for these firefighters will maintain 29 paramedics within the Fire Department.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution. Approval allows the City to maintain its complement of paramedics for Advanced Life Support services, and with the requisite 14% wage decrease, according to the City's labor contract with Local 38.

36. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION APPROVING A CHANGE ORDER WITH ADLETA CONSTRUCTION FOR ADDITIONAL WORK PERFORMED ON THE PIKE STREET TRIANGLE PROJECT, IN AN AMOUNT OF \$17,171.93, PAYABLE FROM THE CAPITAL FUND.** *Several issues were encountered during construction that resulted in a change order. Those issues included basement under the sidewalk, a cistern/chamber found near Pike Street, and faulty water meter in the sidewalk.*

Staff Reporting: Mike Yeager, City Engineer/Community Services Manager

Recommendation: Approve Order/Resolution. Approval allows the City to pay for the additional work on the Pike Street Triangle project that resulted from unforeseen issues described above.

37. Consider Order/Resolution No. O/R-xx-14 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF ELIZABETH FRICKE, ECONOMIC DEVELOPMENT INTERN IN THE DEVELOPMENT DEPARTMENT, EFFECTIVE JUNE 30, 2014.**

Staff Reporting: Larisa Sims, Assistant City Manager

Recommendation: Approve Order/Resolution. Approval allows the City to implement a budget recommendation for FY 2014-2015 to reduce expense. Ms. Fricke has been an outstanding employee and will be missed. Best wishes are extended for her future endeavors.

PUBLIC COMMENTS

COMMISSIONERS' COMMENTS

CITY MANAGER'S COMMENTS

CITY SOLICITOR'S COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT