

**CITY OF COVINGTON, KENTUCKY
SPECIAL MEETING
BOARD OF COMMISSIONERS**

**Thursday, December 28, 2017, 5:00 PM
20 WEST PIKE STREET
COVINGTON, KENTUCKY**

- I. Call to Order
- II. Roll Call
- III. New Business - Orders
 - a. Consider Order No. ORD-xx-17: AN ORDER DIRECTING THE CITY MANAGER TO DEVELOP AND PRESENT A PROPOSED JOB DESCRIPTION FOR A POSITION TITLED COMMUNICATIONS DIRECTOR AT THE JANUARY 9, 2018 CAUCUS MEETING FOR CONSIDERATION OF BEING PLACED ON THE JANUARY 16, 2018 MEETING AGENDA.
 - b. Consider Order No. ORD-xx-17: AN ORDER CREATING A COMMITTEE OF THE BOARD OF COMMISSIONERS TO REVIEW THE CITY'S ETHICS ORDINANCE AND MAKE RECOMMENDATIONS FOR AMENDMENTS AT THE JANUARY 9, 2018 CAUCUS MEETING FOR CONSIDERATION OF BEING PLACED ON THE JANUARY 16, 2018 MEETING AGENDA.
 - c. Consider Order No. ORD-xx-17: AN ORDER AUTHORIZING THE CITY TO RETAIN THE SERVICES OF AMYE BENSHAVER, J.D. FOR AN AMOUNT NOT TO EXCEED \$5,000.00 TO ASSIST THE CITY WITH REVIEWING EXISTING OPEN RECORD POLICIES AND PROCEDURES AND MAKE RECOMMENDATIONS ON PROPOSED REVISIONS FOR FURTHER CONSIDERATION BY THE BOARD OF COMMISSIONERS.
 - d. Consider Order No. ORD-xx-17: AN ORDER DIRECTING THE CITY MANAGER TO PROVIDE COPIES OF THE DECEMBER 12, 2017 SCOTT WHITE REPORT TO KENTON COUNTY COMMONWEALTH ATTORNEY ROB SANDERS AND KENTON COUNTY ATTORNEY STACEY TAPKE

IV. New Business – First Reading of Ordinances

- a. Consider Ordinance No. O-xx-17: AN ORDINANCE AMENDING §34.50 OF THE COVINGTON CODE OF ORDINANCES CREATING THE POSITION OF COMMUNICATIONS DIRECTOR AND AMENDING THE SALARY ORDINANCE NO. 0-42-16 ESTABLISHING A PAY RANGE AND CLASSIFICATION FOR THAT POSITION.
- b. Consider Ordinance No. O-xx-17: AN ORDINANCE AMENDING §31.08 OF THE COVINGTON CODE OF ORDINANCES ADDING A SUBPARAGRAPH CONCERNING THE DIRECT REPORTING OF THE CITY CLERK TO THE CITY MANAGER.

V. Discussion Only Items

- a. Utilization of John Schaaf, Executive Director of the Legislative Ethics Commission to train City staff on use of public resources for campaigns.
- b. An overview of the City's record retention practices and procedures.

VI. Adjourn