



**CITY OF COVINGTON, KENTUCKY  
LEGISLATIVE MEETING  
BOARD OF COMMISSIONERS  
TUESDAY, MARCH 8, 2016, 6:00 PM**

**20 WEST PIKE STREET  
COVINGTON, KENTUCKY**

**AGENDA**

**CALL TO ORDER:** Mayor Sherry Carran

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

Reading of Minutes of the meetings of February 23, 2016 (or motion to dispense with reading and approve minutes).

**PRESENTATIONS:**

None

**ITEMS FOR CONSIDERATION:**

**NEW BUSINESS – FIRST READING OF ORDINANCES**

1. Consider Ordinance No. O-x-16 entitled: **AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCE, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, AND COMMISSIONER'S ORDINANCE NO. O-27-13, CREATING THE POSITION OF COMPUTER FORENSIC ANALYST AND ESTABLISHING THE SALARY FOR THAT POSITION.** *Police Department staff recognizes the increase in cases where recovery of electronic evidence was necessary and the need for the position of Computer Forensic Analyst. This position in the Department will be a civilian position, non-uniformed, non-civil service.*

**Staff Reporting:** Bryan Carter, Police Chief  
**First Reading, No Vote**

## **OLD BUSINESS – SECOND READING OF ORDINANCES**

2. Consider Ordinance No. O-x-16 entitled: **AN ORDINANCE APPROVING A TEXT AMENDMENT TO THE OFFICIAL ZONING ORDINANCE OF THE CITY OF COVINGTON, KENTUCKY (O-37-06) TO DESIGNATE SECONDHAND STORES IN THE COMMERCIAL-NEIGHBORHOOD (CN) ZONING DISTRICT AS A CONDITIONAL USE.** *In order to enable redevelopment on Washington Avenue, the developer is facilitating the search to find appropriate and permitted sites for an existing business. A location was found for Be Concerned but a text amendment was necessary for their move to this location.*

**Staff Reporting:** Larisa Sims, Assistant City Manager for Development

**Recommendation:** Approve Ordinance. Approval of the Zoning Ordinance Text Amendment allows Be Concerned to relocate within the CN Zoning District as a Conditional Use, and enable the residential and commercial redevelopment project on Washington Avenue to proceed.

## **NEW BUSINESS – ORDER/RESOLUTIONS**

3. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AMENDING O/R-45-16 CHANGING THE EFFECTIVE DATE OF EMPLOYMENT FOR ETHAN C. LIVINGOOD AND JAMES A. ENDICOTT TO MAY 30, 2016.** *Mr. Livingood and Mr. Endicott will not be able to attend the State's Police Academy until June necessitating the change in their employment date.*

**Staff Reporting:** Bryan Carter, Police Chief

**Recommendation:** Approve Order/Resolution. Approval changes the effective date of employment for Mr. Livingood and Mr. Endicott to coincide with available openings in the State's Police Academy.

4. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF OFFICER JONATHAN PAYNE FROM THE COVINGTON POLICE DEPARTMENT, EFFECTIVE MARCH 5, 2016.**

**Staff Reporting:** Bryan Carter, Police Chief

**Recommendation:** Approve Order/Resolution. Approval accepts the resignation of Officer Jonathan Payne for personal reasons.

5. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE AN EXTENSION WITH MORPHOTRAK, LLC FOR TECHNICAL MAINTENANCE AND SUPPORT OF THE LATENT STATION AT THE POLICE DEPARTMENT, AT AN ANNUAL RATE OF \$9,971.00, PAYABLE FROM THE GENERAL FUND.** *This original contract expires March 4, 2016 and, per the original agreement, can be extended for an additional year.*

**Staff Reporting:** Bryan Carter, Police Chief

**Recommendation:** Approve Order/Resolution. Approval extends the contract for technical support of the Police Department's Latent Station.

6. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH NEOPOST USA, INC. FOR MAIL METERING AND POSTAGE NEEDS, AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$8,500.00, PAYABLE FROM THE GENERAL FUND.** *The City's current contract with Pitney Bowes expires July 1, 2016. The City obtained three written quotes for these services and Neopost USA submitted the best responsible bid. The City was able to take advantage of preferred pricing for service via the Kentucky State contract.*

**Staff Reporting:** Kristy Conner, Purchasing/Office Manager

**Recommendation:** Approve Order/Resolution. Approval allows the City to contract with Neopost USA Inc. for its mail metering and postage needs, saving \$16,000 over a five year period. Neopost USA Inc. was the lowest and best quote received of three separate quotes and the City is taking advantage of state contract pricing.

7. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH AERO-MARK, INC. FOR THE ANNUAL STREET PAVEMENT STRIPING, AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$83,874.18, PAYABLE FROM THE FISCAL STABILITY FUND.** *The City received two bids for this annual work and Aero-Mark submitted the best responsible bid. The other bid amount was \$94,484.19.*

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

**Recommendation:** Approve Order/Resolution. Approval allows the City to implement its annual Street Pavement Striping program payable from the City's newly established Fiscal Stability Ordinance Infrastructure Fund.

8. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING A PROPERTY TAX ASSESSMENT MORATORIUM FOR ROBERT HODGES AND ANTHONY MCINTIRE FOR PROPERTY LOCATED AT 709 GREER STREET, COVINGTON, KENTUCKY.** *This property was purchased at a Master Commissioner's sale and is described as uninhabitable. The owners intend to rehabilitate the property at a cost of \$75,000 over the next 2-3 years. This tax incentive would be worth \$225 annually over the five year term of the incentive.*

**Staff Reporting:** Geoff Milz, Economic Development Manager

**Recommendation:** Approve Order/Resolution. Approval extends a tax incentive to the new owners of 709 Greer Street who plan to invest \$75,000 to rehabilitate this vacant and abandoned property.

9. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN ADDENDUM TO THE XCELIGENT SOFTWARE AGREEMENT TO CHANGE THE BILLING CYCLE TO ALIGN WITH THE CITY'S FISCAL YEAR AND TO INCORPORATE ADDITIONAL SERVICES FOR A TOTAL ANNUAL SUBSCRIPTION RATE OF \$900.00, PAYABLE FROM CDBG FUNDS.** *Xceligent is a software tool used to inventory the city's available commercial properties. The addendum will align the term of the contract with our fiscal year and will add Xceligent Direct to the software.*

**Staff Reporting:** Geoff Milz, Economic Development Manager

**Recommendation:** Approve Order/Resolution. Approval allows the City to align its billing cycle for this economic development software with the City's fiscal year and to incorporate additional services that allow internal and external users to interface with and search commercial listings in Covington through a map rather than through alpha-numeric search criteria such as street name, zip code, etc. This software also allows our economic development staff to see real time market metrics for Covington including absorption, leasing activity, rental rates, vacancy rates, etc.

10. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION ACCEPTING THE JOINT RECOMMENDATIONS OF DEVOU PROPERTIES, INC. AND THE DEVOU PARK ADVISORY COMMITTEE FOR THE 2015 RESERVE ACCOUNT FROM THE EARNINGS OF THE DREES PAVILION AT DEVOU MEMORIAL OVERLOOK FOR USE IN DEVOU PARK.** *Each year the joint Boards for Devou Park convene to discuss priority projects to select for funding from the profits of the Drees Pavilion. The total allocation for 2016 is \$470,000.000.*

**Staff Reporting:** Rosie Santos, Parks and Recreation Specialist

**Recommendation:** Approve Order/Resolution. Approval allows the City to implement the 2016 joint recommendations for Devou Park improvements from the Devou Properties, Inc. Board and the Devou Park Advisory Committee that

include Gus Sheehan park improvements revised phase II; engineering design for Devou drive priority areas; interpretive signage and wayfinding development; war memorial relocation; a contribution to capital reserve for Devou Park projects; and a \$159,000 large project allocation to be determined at a future date by the joint Devou Boards and recommended to the City Commission. Since 2008, the Drees Pavilion at Devou Memorial Overlook has generated more than \$3.5 million in capital improvements for Devou Park.

11. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CHANGE ORDER FOR AN AMOUNT OF \$11,007.00 PAYABLE TO LOGAN CREEK, LLC FOR ADDITIONAL CONSTRUCTION COSTS RELATED TO THE GUS SHEEHAN PARK AND PLAYGROUND IMPROVEMENTS, PAYABLE FROM DEVOU PARK MASTER PLAN FUND.** *Due to site problems and issues with construction documents, \$11,007 in additional work was completed for earthwork, bollards, and concrete bumpers. These costs will be covered from the 2016 allocations from the Devou Park Master Plan Fund.*

**Staff Reporting:** Jessica Moss, GIS/Business Analyst and Project Manager

**Recommendation:** Approve Order/Resolution. Approval allows the City to make its final payment for the Gus Sheehan park and playground improvements, payable from Devou Park Master Plan Fund.

12. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE REAPPOINTMENT OF MARSHALL SLAGLE TO THE COVINGTON BOARD OF ADJUSTMENT FOR A FOUR (4) YEAR TERM, EFFECTIVE FEBRUARY 21, 2016, AND EXPIRING FEBRUARY 20, 2020.**

**Staff Reporting:** Larry Klein, City Manager

**Recommendation:** Approve Order/Resolution. Approval reappoints Mr. Slagle to the Covington Board of Adjustments for another four year term.

13. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF CRAIG GOSSMAN TO THE URBAN DESIGN REVIEW BOARD FOR A FOUR (4) YEAR TERM, EFFECTIVE MARCH 9, 2016, AND EXPIRING MARCH 8, 2020.**

**Staff Reporting:** Larry Klein, City Manager

**Recommendation:** Approve Order/Resolution. Approval appoints Mr. Gossman to the Urban Design Review Board for a four year term. He is the Covington Business Council's recommendation for the UDRB seat that is filled by a recommendation from the CBC. Mr. Gossman is an architect living and working in Covington and is highly qualified and recommended for this appointment.

14. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF CHARLIE VANCE TO THE AUDIT COMMITTEE FOR A THREE (3) YEAR TERM, EFFECTIVE MARCH 9, 2016, AND EXPIRING MARCH 8, 2019.**

**Staff Reporting:** Larry Klein, City Manager

**Recommendation:** Approve Order/Resolution. Approval appoints Mr. Vance as a member of the City's Audit Committee. He is a resident of the City, an attorney with an undergraduate degree in General Economics, and is a Chief Executive Officer of a Human Resources outsourcing company. He is highly qualified and recommended for this appointment.

15. Consider Order/Resolution No. O/R-xx-16 entitled: **AN ORDER/RESOLUTION REAFFIRMING THE CITY OF COVINGTON'S CONTINUED COMMITMENT TO PROTECTING HUMAN RIGHTS AND REITERATING ITS ONGOING DEDICATION TO EQUAL AND FAIR TREATMENT OF ALL CITIZENS AND VISITORS.**

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

**Recommendation:** Approve Order/Resolution. Approval reaffirms the City of Covington's commitment to protecting human rights of all and fair and equal treatment of all citizens and visitors, and opposition to SB180 that has been introduced in the 2016 General Assembly.

**Next regularly scheduled Legislative Commission Meeting: 6:00 PM, Tuesday, March 22, 2016.**

**Next regularly scheduled Caucus Meeting: 6:00 PM, Tuesday, March 15, 2016.**

**PUBLIC COMMENTS**

**COMMISSIONERS' COMMENTS**

**CITY MANAGER'S COMMENTS**

**CITY SOLICITOR'S COMMENTS**

**MAYOR'S COMMENTS**

**ADJOURNMENT**