

AGENDA

REGULAR MEETING
BOARD OF COMMISSIONERS
315 WEST SECOND STREET
FRANKFORT, KY 40601
502/875-8500

JANUARY 26, 2015
5:00 P.M. (EST)

1. INVOCATION Rev. John Opsata, First Christian Church

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES December 8, 2014 Special Meeting; December 8, 2014
Work Session; December 22, 2014 Regular Meeting

ELECTION OF MAYOR PRO TEM

2. CEREMONIAL ITEMS

3. CITIZEN COMMENTS

4. ORDINANCES

4.1 SECOND READING: An Ordinance rezoning property.

Purpose: Approval of the recommendation of approval by the Frankfort/Franklin County Planning Commission concerning a zone map amendment by Mr. Joe Dunn, on behalf of Inspirational Grounds, LLC (property owners), who are requesting approval of a zone map amendment from Special Historic "SH" to Central Business District "CB" for properties located at 304 – 306 Wapping Street and 316 Wapping Street in Frankfort, and contains approximately 0.3 acres.

Background: KRS requires that a public hearing be held by the Planning Commission and that the Planning Commission's recommendation be forwarded to the Local Government for zone map amendments.

Should the City Commission desire to not follow the Planning Commission's recommendation, then the item is to be tabled and a request for a verbatim transcript of the Planning Commission meeting, which must be obtained before the item can be heard by the City Commission. The City Commission will then be required to make their own findings of fact based on the verbatim transcript or hold its own public hearing and then make findings of fact. Any action by the City Commission is to be limited to only the findings and testimony given during the Planning Commission hearing and no additional evidence or testimony is to be received unless a new public hearing is held by the City Commission.

On November 13, 2014, the Frankfort-Franklin County Planning Commission held a public hearing to consider a zone change request for this property. The public hearing was closed (no one present spoke in opposition to the zone map amendment) and the Planning Commission adopted the report as the summary. They then approved and adopted the findings of fact as identified within the report, and motioned to recommend approval of a zone map amendment from Special Historic "SH" to Central Business District "CB" for properties located at 304 – 306 Wapping Street and 316 Wapping Street in Frankfort based on the findings of fact. The motion to recommend approval of the requested zone map amendment passed unanimously.

This Ordinance had its first reading on December 22, 2014.

Financial Analysis: Not Applicable

Recommendation: I recommend that the City Commission approve the recommendation of approval by the Frankfort/ Franklin County Planning Commission for a zone map amendment, from Special Historic "SH" to Central Business District "CB" for properties located at 304 – 306 Wapping Street and 316 Wapping Street in Frankfort. More specifically described as part of PVA map #061-24-11-014.02 and 061-24-11-015.00.

Attachments:

- Ordinance with Legal Description of property to be rezoned
- Adopted Findings of Facts,
- Staff Report reviewed by the Frankfort/Franklin County Planning Commission.
- Minutes from the November 13, 2014 meeting

Contact Person

Name: Gary Muller
Title: Director
Department: Planning and Building Codes
Phone: 502/875-8500
Email: Gmuller@frankfort.ky.com

4.2 SECOND READING: An Ordinance amending Ordinance No. 9, 2014 Series appropriating the revenue to be received by the City of Frankfort for the Fiscal Year 2014-2015.

Purpose: Appropriating the revenue to be received by the City of Frankfort for the Fiscal Year 2014-2015 from various grants and revenue to be expended on additional funds for the Franklin County Humane Society and funds for the Kentucky National Guard Memorial at Boone Center.

Background: The 2014-2015 Budget for the City of Frankfort was approved by the City Commission, on June 23, 2014. Since that time the City has received confirmation that it has been awarded four grants. The Commission also authorized the spending of additional funds for the Franklin County Humane Society as well as funds for the Kentucky National Guard Memorial at Boone Center. Amounts are listed below:

1) Brownfields Assessment Grant	\$ 400,000.00
2) Transportation Alternatives Grant	\$ 233,350.00
3) Certified Local Government	\$ 10,800.00
4) Kentucky Homeland Security	\$ 6,000.00
5) Franklin County Humane Society	\$ 10,000.00
6) Kentucky National Guard Memorial	\$ 15,000.00
7) Family Aquatic Center	\$ 750,000.00
8) Public Works	\$ <u>89,428.00</u>
Total Amendment	\$ 1,514,578.00

This Ordinance would amend the FY 2014-2015 Budget to provide monies to pay the above.

This Ordinance had its first reading on December 22, 2014.

Financial Analysis: Items will be paid from the following accounts:

Items 1 – 4	100-90-55450	
Item 5	100-43-56552	
Item 6	100-10-56552	
Item 7	100-90-53295	
Item 8	100-65-54390	\$21,155

100-62-53295 \$4,200
100-62-54335 \$64,073

Recommendation: Approval

Attachment:

- Ordinance

Contact Persons:

Name:	Steve Dawson	Rebecca Hall
Title:	Director	CR/Grants Manager
Department:	Finance	City Manager
Phone:	502/875-8500	502/875-8500
Email:	sdawson@frankfort.ky.gov	rhall@frankfort.ky.gov

- 4.3 SECOND READING:** An Ordinance amending Sections 39.04, 39.07 and 39.15 of the City of Frankfort Code of Ordinances regarding ethics.

Purpose: To amend Sections 39.04, 39.07 and 39.15 of the City of Frankfort Code of Ordinances.

Background: This ordinance amends the City of Frankfort's Code of Ethics by providing more specificity in Section 39.07, the ordinance prohibiting the solicitation or acceptance of gifts by City employees or City Officers. The definitions of the phrases "Does Business With" and "Regulated by" were added to Section 39.04 because these phrases are used in Section 39.07, as amended. The definition of "Family Members" was amended to make it consistent with the definition of "Family Members" in the City's Nepotism Policy. Section 39.15 was amended to incorporate by reference the City's Nepotism Policy, as adopted by City Order. These amendments were requested by the Board of Ethics.

This Ordinance had its first reading on December 22, 2014.

Financial Analysis: There should be no financial impact as a result of this Ordinance.

Recommendation: Approval.

Attachment:

- Ordinance.

Contact Person

Name:	Tim Zisoff
Title:	City Manager
Department:	City Manager
Phone:	502/875-8500
Email:	Tzisoff@Frankfort.ky.gov

- 4.4 SECOND READING:** An Ordinance amending Chapter 40, Sections 40.56 of the City of Frankfort Code of Ordinances regarding Police Policies and Procedures.

Purpose: To authorize the Mayor to sign an Ordinance amending Section 40.56 to refer to the Manual of Policies and Procedures dated March of 2014.

Background: During accreditation process for the Police Department, the Manual of Rules of Conduct and Performance was integrated into the Manual of Policies and Procedures. Accordingly, the Manual of Policies and Procedures needs to be adopted by reference as an ordinance rather than the Manual of Rules of Conduct and Performance.

This Ordinance had its first reading on December 22, 2014.

Financial Analysis: There should be no financial impact as a result of this Ordinance.

Recommendation: Approval.

Attachments:

- Ordinance

Contact Person

Name: Jeff Abrams
Title: Chief of Police
Department: Police
Phone: 502/352-2042
Email: Jabrams@Frankfort.ky.gov

- 4.5 FIRST READING:** To amend Section 37.31(E) of the City of Frankfort Code of Ordinances, and Sections 40.24, 40.30, 40.32 and 40.36 of the City of Frankfort Code of Ordinances regarding Fire Department Personnel.

Purpose: To amend Section 37.31(E) of the City of Frankfort Code of Ordinances to eliminate the position of Fire Department Lieutenant from the job classifications of the City, and to amend Sections 40.24, 40.30, 40.32 and 40.36 of the City of Frankfort Code of Ordinances to eliminate the reference to the Fire Department Lieutenant position.

Background: This ordinance amends Section 37.31(E) of the City of Frankfort Code of Ordinances to eliminate the position of Fire Department Lieutenant from the job classifications of the City, and to amend Sections 40.24, 40.30, 40.32 and 40.36 of the City of Frankfort Code of Ordinances to eliminate the reference to the Fire Department Lieutenant position. This position is being eliminated in order to avoid duplication of duties with the position of Fire Department Captain and for administrative efficiency.

Financial Analysis: There should be no financial impact as a result of this Ordinance.

Recommendation: Approval.

Attachment:

- Ordinance.

Contact Person

Name: Eddie Slone
Title: Fire Chief
Department: Fire
Phone: 502/875-8556
Email: eslone@frankfort.ky.gov

- 5. ORDERS**

None

- 6. RESOLUTIONS**

- 6.1** Resolution authorizing the filing of an application for Certified Local Government grant for attendance to the 2015 National Preservation Conference, and authorizing the Mayor to execute all grant-related documents.

Purpose: To authorize the filing of an application to fund two staff members to attend the 2015 National Preservation Conference in Washington, D.C., November 3 – 6, 2015 and to authorize the Mayor to execute all grant-related documents.

Background: As a Certified Local Government, the City of Frankfort is eligible for Certified Local Government Grant Funds administered by the Kentucky Heritage Council.

The 2015 National Preservation Conference will offer a variety of topics on preservation that will enable staff to better serve the needs of the citizens of Frankfort. Examples include Historic Preservation Funds, Engaging New Generations in Saving Places, Digital Tools for Heritage Conservation and Tax Credits: The Rest of the Story. A Certified Local Government Grant in the amount of \$8,000.00 is being requested by the City of Frankfort to cover the costs of registration, travel and per diem for two staff members. The federal share requested (60% of award) is \$4,800.00 from the Kentucky Heritage Council. Local match for this project (40% of the award), would be \$3,200.00. The match will need to be funded from the General Fund in the upcoming budget.

Financial Analysis: A Certified Local Government Grant in the amount of \$8,000.00 with the federal share requested (60% of award) is \$4,800.00 from the Kentucky Heritage Council, and a forty-percent (40%) local match of \$3,200.00 will be required. While in-kind services will be provided, the total local match will need to be funded in order to secure the professional services to assist with the project. The match will need to be funded from the General Fund - FY 2014/2015 budget.

Attachment:

- Resolution

Contact Persons:

Name:	Rebecca Hall	Gary Muller
Title:	Grants Manager	Director of Planning and Building Codes
Department:	City Manager	Planning and Building Codes
Phone:	502/875-8500	502/875-8500
Email:	rhall@frankfort.ky.gov	gmuller@frankfort.ky.gov

6.2 Resolution to adopt the Wayfinding Signage Master Plan.

Purpose: A Resolution to adopt the Wayfinding Signage Master Plan for downtown Frankfort.

Background: In the spring of 2014, the City Commission approved funds for the creation of a Wayfinding Signage Plan. Staff put out a Request for Proposals (RFP) for a consultant, and Carman was selected to create the master plan. A Wayfinding Committee, comprised of city and county staff as well as interested community members, worked with Carman to give input on a Master Plan. In the Fall of 2014, a public meeting was held to present a draft of the plan. The meeting was well attended and members of the public gave their input concerning the draft plan. The Wayfinding Committee then worked with Carman to implement changes to the plan. The City submitted final comments on the plan and in November 2014 to Carman and a final Master Plan was created.

Staff would like the Board of Commissioners to show support for the project as noted in the Resolution.

Financial Analysis: All financial obligations will be presented to the Board for approval.

Recommendation: Approval

Attachment:

- Resolution

Contact Persons:

Name:	Gary Muller	Rebecca Hall
Title:	Director	Grants Manager
Department:	Planning Zoning and Building Codes	City Manager
Phone:	502/875-8500	502/875-8500
Email:	Gmuller@frankfort.ky.gov	Rhall@Frankfort.ky.gov

7. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

7.1 To authorize the Mayor to sign a Letter of Commitment for Renaissance on Main in order for Frankfort to continue in their program for 2015 (Grants Manager).

Purpose: To authorize the Mayor to sign a Letter of Commitment to Renaissance on Main for Frankfort to continue in their program for 2015.

Background: In accordance with provisions under the Renaissance on Main Program, the Downtown Frankfort, Inc. Board of Directors and their Main Street Manager have asked the City of Frankfort to authorize the Mayor to sign a Letter of Commitment which will allow DFI and the City to continue to participate in the Program. Renaissance on Main requires this Letter of Commitment for the City and DFI to be eligible for possible funding.

Recommendation: Approval

Attachment:

- Letter of Commitment

Contact Person:

Name:	Brittain Skinner	Rebecca Hall
Title:	Executive Director	Grants Manager
Department:	Downtown Frankfort Inc.	City Manager
Phone:	502/223-2261	502/875-8500
Email:	info@downtownfrankfort.com	rhall@Frankfort.ky.gov

7.2 To authorize approval of the purchase of ten (10) Mobile Data Terminals and necessary hardware and components for patrol vehicles, and authorize the Mayor to sign all related documents (Police).

Purpose: Request that the commission approve the purchase of ten (10) Mobile Data Terminals, necessary hardware, and components for use in the field by patrol officers in their patrol vehicles, and authorize the Mayor to sign all related documents.

Background: The Police Department has successfully modernized the technology in Mobile Data Terminals. However, there is still a shortage of ten (10) units that are in severe need of updating due to obsolete technology. In an effort to maintain security and operational viability, these ten units must be replaced. The purchase of these ten units will sustain the FPD with regards to security and functionality for approximately six years before consideration for upgrade will become necessary. This purchase will complete and create a uniformly equipped mobile fleet which will improve productivity and simplify maintenance. Current obsolete units can no longer support necessary software.

Financial Analysis: The total cost of this project will be \$38,807.15. The funds are available in the U.S. Justice Asset Forfeiture Account No. 645-00-51100.

Recommendation: Approval.

Attachment:

- Quote from State Contracted vendor ARC

Contact Person

Name: Jeff Abrams
Title: Chief of Police
Department: Police
Phone: 502/352-2042
Email: jabrams@frankfort.ky.gov

- 7.3** To authorize approval of Change Order #3 to the construction contract with W Rogers Company for construction of a 10 million gallon above ground storage tank and a 20 MGD pump station at 1100 Kentucky Avenue, and to authorize the Mayor to sign all documents related to the project (Sewer Department).

Purpose: To approve Change Order #3 to the construction contract with W Rogers Company for construction of a 10 million gallon above ground storage tank and a 20 MGD pump station at 1100 Kentucky Avenue, and to authorize the Mayor to sign all documents related to the project.

Background: This storage facility is designed to capture excess wastewater from the combined sewer system during rain events. Currently the excess wastewater is diverted to the Kentucky River through Combined Sewer Overflows (CSO's) in order to avoid excessive flows at the wastewater treatment plant. This facility would allow for the storage of up to 10 million gallons before diversion to the river is required. After the wet weather event concludes, the stored wastewater will be sent through the plant and treated prior to discharge to the river. This project will help mitigate CSO discharges as required by the Consent Judgment and is included in the Department's Long Term Control Plan.

In June 2013 the commission awarded a \$ 7,329,000.00 contract to W. Rogers for construction. Work started August 2013 and is now approximately 73% complete.

Change order 1: This change order covers 4 items. First is a credit for downsizing the HVAC unit in the electrical building – a credit of \$860.00. Second is an addition for a change in wage rates – an increase of \$58,539.26. This change in wage rates is required as a condition for the \$8,000,000.00 low interest loan from the State Revolving Fund program. Third item is a credit due to the estimate of soil boring was less than estimated – a credit of \$82,585.02. The fourth item is for additional rock borings that exceeded estimates – an increase of \$128,090.28. The net of this CO is \$103,184.52. Staff reviewed these items carefully with the engineer and recommends approval.

Change order 2: This change order is comprised of two components. The first component is an electric code requirement for additional junction boxes due to the size of the wire required to run the pumps. The electric code requires this junction box rather than the wires terminating in the standard control panel. The cost for the additional electric panels is \$11,142.69.

The second component is to authorize an additional \$294,947.99 of work required bring flow to the Detention Facility. This work was originally programmed to be done as part of the Kentucky Avenue Interceptor project that is currently on hold due to easement issues. Until the Kentucky Interceptor is complete, there is no way to get flow to the Detention Facility. This additional work therefore, will connect the current interceptor lines feeding the treatment plant to the Wet Weather Detention Facility so that it can be put into operation prior to the completion of the Kentucky Avenue Interceptor project. The design of this additional work is being done so that the infrastructure installed will become part of the Kentucky Avenue Interceptor. Note that this work completed now will decrease the cost of the Kentucky Avenue Interceptor Project approximately \$250,000 since this part of the work will be moved to the Wet Weather Detention Facility project. The contractor requests an 80 time extension on the contract for this additional work.

Pending Kentucky Infrastructure Authority approval, this change order will be covered by the SRF loan for this project.

Change Order 3: This is a time only extension comprised of two components. The first component is due to the manufacturing time for the equipment that was approved in Change order 2. The equipment is scheduled to be manufactured in early January but the contractor will need time for installation once the equipment is delivered. The other component is due to the paving. The contractor was only able to get the base coat down before asphalt plant closed for the year. This will allow time to get the surface coat applied when the plant re-opens in the spring.

Original Contract	\$7,329,000.00
Change Order 1	\$ 103,184.52
Change Order 2	\$ 306,090.68
Change Order 3	<u>\$ 0.00</u>
Total	\$7,738,275.20

The current Substantial Completion Date of December 22, 2014 is being extended by 69 days to March 1, 2015. The current Final Completion Date of January 22, 2015 is being extended by 98 days to April 30, 2015.

Financial Analysis: This Change Order has no financial impact on the City; the change order is for time only.

Recommendation: Approval

Attachment:

- Change Order #3 (Draft)

Contact Person:

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort.ky.gov

- 7.4 To authorize the Mayor to sign a lease agreement, and any related documents, between the City of Frankfort and the Benson Valley Marina for a slip for the City's boat (Parks and Recreation).

Purpose: To authorize the Mayor to sign a lease agreement, and any related documents, between the City of Frankfort and the Benson Valley Marina for a slip for the City's boat.

Background: The boat owned by the City needs a slip at the Benson Valley Marina. Accordingly, this lease agreement provides the City with a slip for its boat for the amount of \$1,350.00.

Financial Analysis: The cost to lease the slip is \$1,350.00 per year.

Recommendation: Approval.

Attachment:

- Lease

Contact Person

Name: Jim Parrish
Title: Co-director
Department: Parks, Recreation & Historic Sites
Phone: 502/803-0241
Email: jparrish@Frankfort.ky.gov

7.5 To authorize the first Addendum to the Agreement for use of facilities between the City of Frankfort and the Frankfort Independent Schools Board of Education, and authorize the Mayor to sign all related documents (Parks and Recreation).

Purpose: The purpose of this item is to authorize the first Addendum to the Agreement for use of facilities between the City of Frankfort and the Frankfort Independent Schools Board of Education, and authorize the Mayor to sign all related documents.

Background: The City has previously entered into an Agreement for Use of Facilities with the Frankfort Independent Schools Board of Education which allows the sharing of certain athletic facilities by the parties to the agreement. This First Addendum allows the City to construct a baseball field at the Panther Athletic Complex where "BEEP" baseball will be played, and also allows the City to install a playground at the Meagher Avenue playground.

Financial Analysis: There will be no fiscal impact to the City.

Recommendation: Approval.

Attachments:

- Existing Agreement
- First Addendum

Contact Person:

Name: Jim Parrish
Title: Co-director
Department: Parks, Recreation and Historic Sites
Phone: 502/875-8575
Email: JParrish@Frankfort.Ky.Gov

7.6 To authorize award of Engineering Services Agreement with QK4 for design services to replace manholes and gravity lines along US 60 (East Main Street) from Broadway to Martin Luther King Blvd., and to authorize the Mayor to sign all documents related to the project (Sewer Department).

Purpose: To consider awarding an Engineering Services Agreement with QK4 for design services to replace manholes and gravity lines along US 60 (East Main Street) from Broadway to Martin Luther and authorize Mayor to sign documents related to project.

Background: The lines along this section of East Main Street were identified as needing major repair in 2011 during one phase of the concrete pipe inspection project. With the amount of traffic and the high profile area this project will be very complicated and will require close coordination with the Kentucky Transportation Cabinet (KYTC).

QK4 was shortlisted and eventually chosen due to their prior work on the Louisville Hill project where they were very instrumental in the coordination with KYTC. QK4 is also the engineer hired by KYTC for the reconstruction of the intersection of East Main and Douglas. This will allow them to coordinate both projects to minimize traffic issues for the public.

The agreement calls for evaluation and design services through the bidding process. The agreement is currently being negotiated with QK4 but will not exceed \$129,000.00.

Financial Analysis: Funding for this project is available in Account No. 300-68-54390. This account has \$12,005,000 budgeted and as of November 30, \$-652,329 has been expensed and encumbered.

Recommendation: Approval

Attachments:

- Engineering Services Agreement (draft)
- Site Map

Contact Person:

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort.ky.gov

- 7.7 To award the bid for the purchase of a new fire pumper to Ferrara Fire Apparatus, Inc., and authorize the Mayor to sign any related documents (Fire Department).

Purpose: The purpose of this item is to award a contract to Ferrara Fire Apparatus, Inc. to manufacture a 1,500 gallon per minute pumper.

Background: The pumper will replace a front line aerial apparatus that is experiencing undercarriage rust issues. The apparatus will be better suited to navigate neighborhoods and should be less expensive to maintain. It falls within the fire department vehicle replacement plan.

Financial Analysis: During FY 2014-2015 budget planning, it was estimated that the apparatus could be purchased for \$450,000. The final bid included spec options for fire equipment and a \$2,500 travel budget for a pre-bid meeting, mid-build inspection, and a final inspection at the plant bringing the total bid price to \$476,985. There were a total of five bids received. The bid from Ferrara was the lowest bid and was determined by the truck committee to be the best choice. The second lowest bid was for \$479,000 and did not include the fire equipment. The bid is in excess of the \$450,000 but will include new hoses, appliances, and tools. It is proposed that the savings from the SCBA purchases that came in under budget be used to offset the cost. The purchase will be made with funds from Account No. 100-00-53295.

Recommendation: Approval

Attachment:

- Ferrara Fire Apparatus Contract

Contact Person

Name: Eddie Slone
Title: Fire Chief
Department: Fire
Phone: 502/875-8511
Email: eslone@frankfort.ky.gov

- 7.8 To execute an Agreement with Josephine Sculpture Park, Inc. ("JSP"), concerning the exhibiting of two sculptures at Riverview Park, and authorize the Mayor to sign all related documents (Parks and Recreation).

Purpose: To execute an Agreement with Josephine Sculpture Park, Inc. ("JSP"), concerning the exhibiting of two sculptures at Riverview Park, and authorize the Mayor to sign all related documents.

Background: Pursuant to the agreement, JSP will loan one sculpture to the City for exhibition at Riverview Park in 2015, and a second sculpture to the City for exhibition in 2016. The cost to the City will be \$100 each, plus the cost to install the concrete pad upon which the sculpture will be installed. To obtain the sculptures, JSP will issue an RFP requesting proposed sculptures, review the responses and then recommend to the City 3 or 4 of the sculptures for installation at Riverview Park. The City will then select the sculpture(s) to be installed from these recommended 3 or 4 sculptures. The City will have the discretion of determining whether any of the sculptures will be selected for exhibiting.

Financial Analysis: The City will pay the amount of \$100.00 per sculpture, plus incur the cost of installing the sculpture.

Attachment:

- Agreement

Contact Persons:

Name:	Jim Parrish	Rob Moore
Title:	Co-director	City Solicitor
Department:	Parks, Recreation & Historic Sites	
Phone:	502/875-8575	502/227-2271
Email:	jparrish@frankfort.ky.gov	rmoore@hazelcox.com

- 7.9** To authorize the Mayor to sign an agreement between HCC Life Insurance Company and the City of Frankfort (Human Resources).

Purpose: To authorize the Mayor to sign all applicable documents with HCC Life Insurance to provide Stop Loss insurance for the self-insured group health insurance plan. This coverage will limit City health claims exposure to \$75,000 per insured, with two named exceptions, and \$3,482,850 annual aggregate deductible.

Background: The City purchases stop loss insurance to limit self-funded health insurance claim risk. HCC provided several options outlining varying risk levels and associated premiums. The recommended option maintains our current risk structure of \$75,000 per insured and reduces our aggregate claims risk by \$400,000/year.

Recommendation: Approval

Financial Analysis: Premium rates decreased slightly (approximately \$350/month). Annual premiums are expected to be approximately \$440,000, contingent upon employee health plan participation.

Attachment:

- Insurance Application and/or policy endorsement

Contact Person

Name:	Kathy Fields
Title:	HR Director
Department:	City Manager/Human Resources
Phone:	502/875-8500
Email:	kfields@frankfort.ky.gov

- 7.10** To approve Change Order 002 for \$38,069.53 and Change Order 003 for \$53,880.17 on the Frankfort Aquatic Center project at Juniper Hill Park (Parks, Recreation, & Historic Sites).

Purpose: To approve Change Order 002 for \$38,069.53 and Change Order 003 for \$53,880.17 on the Frankfort Aquatic Center project at Juniper Hill Park.

Background: In 2014, the Mayor and City Commission approved a contract of \$5,743,936 to D.W. Wilburn Company to construct a family aquatic center at Juniper Hill Park. Change Order 001 of - \$888,064 was approved with the initial contract to bring the project into budget.

In Change Order 002, certain pool equipment (5 heaters) were deducted from the project, allowing other valued engineering components to be installed/constructed with no added expense to the project. The

deduction (approximately \$106,000) was in the DPO's, which initially allowed the city to save 6% sales tax. The additions are on the contractors' part of the project, creating the two change orders.

Change Order 002 consists of 1) the heaters/labor deduction and addition of filter building changes 2) Lockers change from metal to polymer for durability and 3) a voided HVAC DPO transferred to contractor.

Change Order 003 consists of state plumbing and health department changes. The restroom stained finish floors and labor to install the shade canopies were added. Both itemized change orders are attached.

Financial Analysis: There is no financial impact to the city for these change orders.

Recommendation: Approval

Attachments:

- Change order 002
- Change Order 003

Contact Person

Name: Jim Parrish
Title: Co-director
Department: Parks, Recreation, & Historic Sites.
Phone: 502/875-8575
Email: JParrish@Frankfort.Ky.Gov

7.11 To authorize approval of lowest bid for demolition of a structure and rubbish removal at 153 Gayle Street, 206 Laffoon Drive, and 707-709 Dabney Street; to execute the memoranda of agreement; and to authorize the Mayor to sign all related documents (Planning and Building Codes).

Purpose: To authorize approval of lowest bid for demolition of a structure and rubbish removal at 153 Gayle Street, 206 Laffoon Drive, and 707-709 Dabney Street; to execute the memoranda of agreement with John Fehsal, Jr. and S&D Construction Management Inc., for the demolition and debris removal as indicated in this report; and to authorize the Mayor to sign all related documents.

Background: In accordance with the Property Maintenance Code, Section 109.1, the City ordered the property owners of 153 Gayle Street, 206 Laffoon Drive, and 707-709 Dabney Street to repair or raze the condemned building. The property was properly noticed in accordance with the Nuisance Code. The property has been previously posted as condemned-unfit for occupancy.

Quotes were received as follows:

<u>153 Gayle Street</u>		<u>206 Laffoon Drive,</u>		<u>707-709 Dabney Street</u>	
John Fehsal, Jr.:	\$3,000	John Fehsal, Jr.:	\$5,010	John Fehsal, Jr.:	\$7,520
CC Moore Co.:	\$ 4,900	CC Moore Co.:	\$9,000	CC Moore Co.:	\$17,000
S&D Construction:	\$3,500	S&D Construction:	\$7,378	S&D Construction:	\$6,076

Financial Analysis: The total costs of demolition for these three structures is \$14,086. Funding for the demolition of these properties will be from the Planning Account nNumber 100-70-53295. The beginning balance for demolition is \$50,000; remaining balance will be \$35,914.

Recommendation: Approval

Attachments:

- Bids received
- Memoranda of Agreement.

Contact Person

Name:	Gary Muller	Robert Engle
Title:	Director	Code Enforcement Supervisor
Department:	Planning and Building Codes	Planning and Building Codes
Phone:	502/875-8500	502/875-8500
Email:	gmuller@frankfort.ky.gov	rengle@frankfort.ky.gov

7.12 To authorize payment to the Property Valuation Administrator (PVA) for 2014-2015 City of Frankfort Property Tax Assessments (Finance).

Purpose: The purpose of this item is to pay the PVA for use of county assessment services for 2014-15 City of Frankfort ad valorem tax purposes.

Background: There is an annual fee as established by KRS 132.285 for the use of county assessment services for determining the 2014 City ad valorem tax values.

Financial Analysis:	<u>2014-2015 Budget</u>	<u>Invoice</u>
	\$40,000	\$40,000

Recommendation: Approval

Attachment:

- Invoice from Patsy Conway, Franklin County PVA

Contact Person

Name:	Steve Dawson
Title:	Director
Department:	Finance
Phone:	502/875-8500
Email:	sdawson@frankfort.ky.gov

7.13	Personnel	Employee	Department	Date	Other
	Resignation	Robert Weber	Sewer	1/16/15	Plant Operator Trainee (Authorize payment of Accrued leave)
	Promotion	Jim Parrish	Parks, Recreation, & Historic Sites	1/1/15	Parks, Rec & Hist Sites Co-director to Parks, Rec & Hist Sites Director
	Appointment	Steven Kyles	Police	1/20/15	Patrol Officer I

Attachment:

- Robert Weber's resignation letter

Contact Person

Name:	Kathy Fields
Title:	HR Director
Department:	HR/City Manager
Phone:	502/875-8500
Email:	kfields@frankfort.ky.gov

8. BOARD APPOINTMENTS

9. OLD BUSINESS

10. NEW BUSINESS

10.1 To approve Change Order #2 for Cleary Construction for changes due to unanticipated conditions discovered during the construction process and authorize the Mayor to sign all related documents (Sewer Department).

Purpose: To approve Change Order #2 for Cleary Construction for 1) emergency bypass operations needed due to an unanticipated curved sewer line, 2) insufficient existing subgrade and pavement structure resulting in additional pavement restoration, and 3) the reinstatement of an active lateral located during construction through a 95 LF extension to the mainline for the Myrtle Ave Phase 1 Project and to authorize the Mayor to sign all related documents.

Background: The Myrtle Avenue area is currently the location of several Sanitary Sewer Overflows (SSO's) due to excessive inflow and infiltration. This project will replace approximately 2,456 linear feet of 24" gravity sewer and approximately 16 linear feet of an 8" gravity sewer (originally) to address excessive infiltration and inflow. Change Order #1 for Cleary Construction was for changes in the contract documents to use base bid pipe material of PVC rather than alternate bid pipe material Sanitite Pipe for the Myrtle Ave Phase 1 Project due to additional information discovered during the shop drawing review process. Change Order #2 is to cover additional costs incurred due to unanticipated conditions found during construction.

Item A Repair existing sewer damaged during bore pit excavation	\$ 26,540.00
Item B Stub connection at MH 4-684	- \$ 720.00
Item C Burch Property and Frankfort Plant Board Pavement	\$ 15,817.00
Item D Lateral Relocation	\$ 17,205.00
Item E Rancho Drive	<u>- \$ 5,100.00</u>
Total amount of Change Order #2	\$53,742.00

The total amount of the contract, including the change order is summarized below:

Original Contract	\$ 1,134,845.00
Change Order # 1	\$ 29,756.00
<u>Change Order # 2</u>	<u>\$ 53,742.00</u>
Revised Contract Amount	\$ 1,218,343.00

Financial Analysis: Funding for this project is available in Account No. 300.68.54390. This account has \$12,005,000 budgeted and as of November 30, \$-652,329 has been expensed and encumbered.

Recommendation: Approval

Attachment:

- Change Order #2

Contact Person:

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort.ky.gov

11. ADJOURNMENT