

REVISED 8-20-15

AGENDA

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

**AUGUST 24, 2015
5:00 P.M. (EDT)**

1. INVOCATION

Rev. Bob Browning, First Baptist Church
(St. Clair St.)

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES

July 13, 2015 Work Session; July 27,
2015 Regular Meeting

2. CEREMONIAL ITEMS – *Fire Chief Eddie Slone will recognize the firefighters that competed in the Frankfort Fire & EMS's first Scott Firefighter Combat Challenge.*

Frankfort Fire & EMS's first Scott Firefighter Combat Challenge relay teams competed in Lexington May 31st. The 2 relay teams that competed in both the Open and Over 40 divisions have both qualified for the World Championships in Montgomery, AL in October. The Over 40 Team captured first place in the division at the Lexington event along with setting a new Kentucky State record, breaking the old one by 26 seconds. The Open Team was made up of Firefighters Sam Basse, John Penfield, Johnny Carpenter, Patrick Sword, and Captain Sean Sullivan. The Over 40 Team was made up of Battalion Chief John Haden, Sergeant Richard Frost, Firefighter Christian Brooker, and Captain Sean Sullivan

3. CITIZEN COMMENTS

4. ORDINANCES

4.1 SECOND READING: To pass an ordinance which adopts the Capital Community Economic/Industrial Development Authority (now known as the Kentucky Capital Development Corporation) Revolving Fund Agreement, as amended on July 27, 2015, and to authorize the Mayor to sign all related documents, including the revised Revolving Fund Agreement.

Purpose and Background: The Board of Commissioners of the City of Frankfort, by Ordinance No. 25, 1999 Series, established the Capital Community Economic/Industrial Development Authority Revolving Fund, and entered into the Revolving Fund Agreement which contains the rules and regulations governing its administration. The Capital Community Economic/Industrial Development Authority (now known as the Kentucky Capital Development Corporation) Revolving Fund wishes to make minor amendments to the Revolving Fund Agreement. The attached ordinance adopts the provisions of the revised Revolving Fund Agreement, which will govern the administration of the Revolving Fund.

This Ordinance has its first reading on July 27, 2015.

Financial Analysis: The adoption of this ordinance should not have any financial impact on the City.

Attachments:

- Ordinance
- Revolving Fund Agreement
- Revolving Fund Agreement with revisions highlighted

Contact Person:

Name: Rob Moore
Title: City Attorney
Phone: 502/227-2271
E-Mail: Rmoore@Hazelcox.com

4.2 SECOND READING: An Ordinance to increase the E-911 landline surcharge to \$2.00 per month

Purpose: To increase revenue for E-911 to meet the demands of required upgrades and technology

Background: The operation of Frankfort E-911 depends greatly on the 911 surcharge that is placed on landline telephones. The current rate is \$1.00 per month and has not been updated since 2001. Since this surcharge is only applied to landline telephones there has been a steady decrease in revenue due to the fact that a majority of people now depend solely on a mobile device. The other issue is an increase in operating expense to E-911 due to required technology and equipment upgrades to meet the requirements of Next Generation 911 and a predominately wireless population.

This Ordinance had its first reading on May 18, 2015.

Financial Analysis: The increase should generate approximately \$312,000 annually for the E-911 fund based on approximately 26,000 landlines in Frankfort / Franklin County.

Recommendation: Approval of an ordinance change to \$2.00 per landline phone per month.

Attachments:

- Ordinance
- Ordinance No. 13, 2001 Series
- Surcharge listing of all KY counties

Contact Person:

Name: Deron Rambo
Title: E-911 Director
Department: Police
Phone: 502/352-2064
E-mail: drambo@frankfort.ky.gov

4.3 FIRST READING: An ordinance fixing the rate of taxation for the Year 2016 on all motor vehicles and levying a tax for all city purposes.

Purpose: The purpose of this item is to consider an ordinance to set the tax rate for motor vehicles for the year 2016 at 22.7 cents per \$100 valuation.

Background: The tax rate must be set no later than 10-1-15 as required by the Kentucky Department of Revenue. The tax rate proposed for 2016 is the same rate as approved for 2015.

Recommended: Approval

Attachments:

- Ordinance

Contact Person:

Name: Steve Dawson
Title: Finance Director
Department: Finance
Phone: 502/ 352-2083
E-Mail: sdawson@frankfort.ky.gov

4.4 PUBLIC HEARING AND FIRST READING: An Ordinance Fixing the Rate of Taxation for the Year 2015 on all Tangible Property subject to tax, Trust and Insurance Companies, Public Service Companies and Levying said tax for all city purposes.

Purpose: The purpose of this item is to consider an ordinance setting the tax rate for 2015 Ad Valorem Taxes (keeping the rate the same as 2014) and setting the rate for 2015 applicable to taxable capital of insurance companies.

Background: Proposed rates for 2015 are as follows (for General Fund Purposes):

- | | |
|------------------------------|------------|
| 1. Ad Valorem | 20.9 cents |
| 2. Insurance Taxable Capital | 15.0 cents |

Rates are levied for each \$100 valuation.

There is no change in property tax rate from 2014 to 2015.

Financial Analysis: The rates will be 20.9 for 2015 and as a result the city will have a net increase of \$44,857 from 2014 due to the increase in the assessment. Included in the increase is \$7,451 derived from the net increase in property

Recommendation: Approval

Attachment:

- Ordinance
- Public Hearing Notice

Contact Person:

Name: Steve Dawson
Title: Finance Director
Department: Finance
Phone: 502/ 352-2083
E-Mail: sdawson@frankfort.ky.gov

4.5 FIRST READING: An Ordinance amending Salary Schedule Q in Chapter 37, Section 37.32, Salary Schedules; Pay Grade Structure, of the City of Frankfort Code of Ordinances.

Purpose: To amend Salary Schedule Q referenced in Chapter 37.32 of the City of Frankfort Code of Ordinances to adjust for inflation.

Background: This request amends Salary Schedule Q referenced in Section 37.32 of the City of Frankfort Code of Ordinances by 1.5% to adjust for inflation. The current Salary Schedule Q was adopted in June of 2010 and has not been revised for 5 years. Moving the starting pay for each pay band upward by 1.5% matches the cost of living increase the City issued in July 2015 and assists with the City's market competitiveness.

Financial Analysis: 1.5% increase to starting pay rate for new hires. In the last couple years, the City is averaging approximately 1 new hire per month.

Attachment:

- Ordinance
- Salary Schedule Q

Contact Persons:

Name:	Kathy Fields	Rob Moore
Title:	Human Resources	City Solicitor
Department:	HR / City Manager	Legal
Phone:	502/875-8500	502/227-2271
Email:	kfields@Frankfort.ky.gov	Rmoore@Hazelcox.com

5. ORDERS - NONE

6. RESOLUTIONS

- 6.1** A Resolution adopting and approving the execution of a Memorandum of Agreement (MOA) between the City of Frankfort, Kentucky and the Commonwealth of Kentucky, Transportation Cabinet, Department of Highways and to authorize the Mayor to sign all related documents.

Purpose: To adopt and approve a Resolution and to enter into a Memorandum of Agreement (MOA) to conduct a traffic engineering study of traffic flow through downtown Frankfort, listed in the Highway Plan under Item No. 5-8711, with funding in the amount of \$12,000.00 and to authorize the Mayor to sign all related documents.

Background: The Kentucky Transportation Cabinet has agreed to fund a study of the effects of changing the traffic flow on West Main Street from one-way to two-way. This study will assist the Commission in the decision.

Financial Analysis: The Kentucky Transportation Cabinet will provide up to \$12,000.00 in reimbursable state funding. Any ineligible costs and costs in excess of the total \$12,000.00 authorized for the traffic study will be the responsibility of the City of Frankfort.

Recommendation: Approval

Attachment:

- Resolution
- Memorandum of Agreement (MOA)

Contact Persons:

Name:	Tom Bradley, PE	Robert C. Moore
Title:	Director	Legal
Department:	Public Works	City Manager
Phone:	502/875-8500	502/227-2271
Email:	tbradley@frankfort.ky.gov	rmoore@hazelcox.com

- 6.2** A Resolution supporting application to the Kentucky Historical Society for a Historical Marker for the institution now known as “Mr. Taylor’s Barbershop” and to authorize the Mayor to sign all related documents.

Purpose/Background: The Barbershop now known as “Mr. Taylor’s Barbershop” has been an institution in the City of Frankfort for many years. Mr. Taylor’s Barbershop was first located in “The Craw”, but when “The Craw” was demolished, the barbershop was moved to the corner of East Main Street and Douglas Avenue in Frankfort, Kentucky. This Resolution shows the City of Frankfort Board of Commissioners supports the approval of a historical plaque honoring the barbershop and its history.

Financial Analysis: None

Recommendation: Approval

Attachment:

- Resolution

Contact Persons:

Name:	Tim Zisoff	Robert C. Moore
Title:	City Manager	Legal
Department:	City Manager	City Manager
Phone:	502/875-8500	502/227-2271
Email:	tzisoff@frankfort.ky.gov	rmoores@hazelcoxon.com

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** Authorize a purchase order with Republic Services for disposal of biosolids at the Benson Valley Landfill and authorize the Mayor to sign all documents associated with the contract (Sewer).

Purpose: Authorize a purchase order with Republic Services for disposal of biosolids at the Benson Valley Landfill and authorize the Mayor to sign all documents associated with the contract.

Background: The Sewer Department must dispose of approximately 7,000 wet tons (8,200 cubic yards) of dewatered biosolids annually from the Wastewater Treatment Plant. Biosolids are the organic materials resulting from the treatment of domestic sewage in a treatment facility. The Sewer Department advertised for bids in August 2014 and Republic Services was the low bidder.

This contract with Republic Services covers 100% of the total annual production of biosolids generated at the wastewater treatment plant. Annual cost to the Department for landfilling is estimated at \$205,000.

Financial Analysis: Account No. 300-68-53295 has \$205,000 budgeted for biosolids disposal and as of July 1, \$0 has been expensed or encumbered.

Recommendation: Approval

Attachments: None

Contact Person:

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

- 7.2** Consider award of an Engineering Services Agreement with Strand Associates (Strand) to provide design, permitting and bidding services and construction administration to the Sewer Department for modifications to the septage building located at the wastewater treatment plant and authorize Mayor to sign documents related to project (Sewer).

Purpose: The purpose of this item is to approve the award of an Engineering Services Agreement with Strand Associates (Strand) to provide design, permitting and bidding services and construction administration to the Sewer Department for modifications to the septage building located at the wastewater treatment plant and authorize Mayor to sign documents related to project.

Background: In May the City Commission approved the purchase of new septage receiving equipment to replace the existing equipment which is no longer functioning as intended. The septage receiving station receives all grease brought to the wastewater treatment plant for processing, which minimizes the impact of the grease on the operations of the plant. The new unit has associated controls that will allow it to be connected to the new Supervisory Control and Data Acquisition (SCADA) Program that is currently in design and will allow for better tracking of haulers dumping at the wastewater treatment plant.

The configuration of the new equipment requires that modifications be made to the building housing the unit. The Sewer Department advertised and received Statements of Qualifications, with sealed bids, from 3 firms. The 3 firms were interviewed after the bids were evaluated and during the interviews all 3 firms were asked to re-evaluate their bids based upon clarification of the scope of work. The summary of the results follows:

Burgess & Niple	\$38,019
Strand Associates	\$39,620
Hazen and Sawyer	\$52,500

The Sewer Department is recommending the award to Strand Associates due to their more complete understanding of the project. During the interview, the representatives of Strand identified and were able to address concerns of both equipment placement and construction issues that were raised by the Sewer Department.

Financial Analysis: Funds are available in Sewer Account No. 300-68-54390. The budget for this account is \$14,797,500 and as of July 1 this account had \$0.00 expensed or encumbered.

Recommendation: Approval

Attachments:

- Professional Services Agreement

Contact Person:

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

7.3 REMOVED

7.4 To approve Amendment #6 to an Engineering Agreement with CDM Smith (CDM) for additional engineering and survey services within the Crestwood I&I Reduction Project area. Services are a result of a new alignment required for repairs on Schenkel Lane due to a collapsing existing sanitary sewer pipe, existing utility obstructions, and roadway construction obstacles and to authorize the Mayor to sign all related documents (Sewer).

Purpose: The purpose of this item is to consider approving Amendment #6 to an Engineering Agreement with CDM Smith (CDM) for additional engineering and design services within the Crestwood I&I Reduction Project area on Schenkel Lane. Services provided include right-of-way and easement verifications for the approximately 200 LF of new 8-inch sanitary gravity sewer, 3 new manholes, and 3 lateral connections to service the three properties from 130 through 134 Schenkel Lane in the Crestwood project area and to authorize the Mayor to sign all related documents.

Background: In September 2011 the Sewer Department entered into a contract with CDM to perform a preliminary assessment of the collection system of the Crestwood subdivision. In February 2012 the City approved Amendment #1 which provided for additional field testing needed prior to design. In November 2013 the City approved Amendment #2 to cover Final Design, Construction Administration and Construction Observation services for the project. In September 2014 the City approved Amendment #3 to cover additional resident construction inspection assistance, design assistance, and communications needed due to field issues encountered with storm water infrastructure. Additionally, this amendment covered services required for an 8-inch main between Laurel and Pinewood requiring additional design considerations due to a residential garage being built above it and support posts being driven into the 8-inch main. In December of 2014, the City approved Amendment #4 to cover engineering and design services for approximately 200 LF of new 8-inch sanitary gravity sewer, 3 new manholes, and 3 lateral connections to properties at 130 through 134 Schenkel Lane. Based on initial field inspections, the alignment was assumed within utility right-of-ways and as a result easement analysis was not included in Amendment #4. Amendment #5 was a no-cost time extension that added additional time for design changes and for the performance of the additional work.

Amendment #6 will provide CDM Smith up to 18 hours of additional services as well as survey services (survey not to exceed \$4,500) to verify right-of-way and easements to finalize design and construction services for the improvement project on Schenkel Lane. The work covered under this amendment is anticipated to be completed by December 2015.

Base Contract	\$ 99,483.00
Amendment #1	\$ 99,466.00
Amendment #2	\$ 89,970.00
Amendment #3	\$ 18,235.00
Amendment #4	\$ 20,205.00
Amendment #5	\$ 0.00
Amendment #6	\$ 6,960.00
Total	\$334,319.00

Financial Analysis: Funds are available in Sewer Account No. 300-68-54390. The budget for this account is \$14,797,500 and as of July 1 this account had \$0.00 expensed or encumbered.

Recommendation: Approval

Attachments:

- Amendment #6

Contact Person:

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

- 7.5 Authorize a purchase order with Airgas-Mid America to provide liquid oxygen for the ozone generating system and authorize the Mayor to sign all related documents (Sewer).

Purpose: The purpose of this item is to authorize a purchase order with Airgas-Mid America to provide liquid oxygen for the ozone generating system and authorize the Mayor to sign all related documents.

Background: The Sewer Department took bids on July 15, 2014 for liquid oxygen for the purpose of generating ozone for disinfection of wastewater effluent prior to discharge into the Kentucky River. The contract was for one year with the option to renew annually for a period not to exceed 5 years total.

In FY 13 the Department spent \$67,242; however, the ozone system was down due to maintenance issues for 3 to 4 months during the year. In FY 14 the Department spent \$96,839 and in FY 15 the Department spent \$96,967. The purchase order, in the amount of \$100,000, should be adequate to cover the cost of liquid oxygen for the next 12 months.

Financial Analysis: Funding is available in Account No.300-68-54335. This account has \$650,000 budgeted and as of July 1, \$0 has been expensed and encumbered.

Recommendation: Approval

Attachments: None

Contact Person:

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

- 7.6 Authorize the Mayor to sign documents releasing a sewer easement on the Buck Run Baptist Church Property located along US421 in Franklin County (Sewer).

Purpose: The purpose of this item is to authorize the Mayor to sign documents releasing a sewer easement on the Buck Run Baptist Church Property located along US421 in Franklin County.

Background: In 2004 Buck Run Baptist Church installed a sewer extension for future church building. Buck Run has now redesigned their building layout and the last section of the sewer line is under the foot print of the proposed building and the Church wishes to remove the existing line and have the existing easement released to accommodate the new building layout. This line was constructed by and paid for by Buck Run Baptist Church and removing this section of line is acceptable and supported by the Sewer Department.

Financial Analysis: NA

Recommendation: Approval

Attachments:

- Easement Release (To Be Provided)

Contact Person:

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

- 7.7 To authorize the purchase of one (1) 2015 Ford Taurus SLE Detective vehicle and authorize the Mayor to sign all related documents (Police).

Purpose: Request approval to purchase one (1) 2015 Ford Taurus SLE Detective utilizing funds from FY 2015-2016 budget and authorize the Mayor to sign all related documents.

Background: Over the past several years, Police have worked to improve the overall quality of the marked and unmarked fleet. Through the purchase of an average of one new unmarked vehicle each year since 2011, that quality has increased exponentially. With the rotation of new unmarked vehicles each

year, we have systematically began to reduce the overall number of vehicles in the fleet by surplus, on average, 9 to 12 cars per year. By maintaining this purchase/surplus cycle, we have decreased needed maintenance expenses, professionalized the appearance of the fleet, and reduced the total number of vehicles needed by the department. By maintaining the purchase of 1 unmarked vehicle, we are very near to a balanced fleet that, within the next year, or two, we should be able to cycle out the same number that are cycled in. Also, by using the \$13,000 trade allowance with Paul Miller Ford, the overall cost of this vehicle is dramatically offset.

Financial Analysis: The cost of the vehicle on State Contract is \$23,298.68. The cost total cost for up-fit (lighting equipment etc.) is \$3,797.27. This brings the total cost to \$27,095.95. Currently the department has a \$13,000 trade allowance with Paul Miller Ford that will be used to offset the total purchase cost of this vehicle. Because of this trade allowance, the total cost of this vehicle purchase request is \$14,095.95. Please note that the price quote for the vehicle and up-fitting is from Paul Miller Ford under State Price Contract. Funds are available in Account No. 100-43-54315.

Recommendation: Approval

Attachments:

- Line item quote from Paul Miller Ford for vehicle and complete up-fitting

Contact Person:

Name: Robert Warfel
Title: Major
Department: Police Department
Phone: 502/352-2069
Email: rwarfel@frankfort.ky.gov

- 7.8 To authorize the Mayor to sign a service agreement with Physio-Control for the maintenance and repair of all Lucas Devices (automated cardiac compression device) (Fire).

Purpose: To allow the Mayor to sign a service agreement with Physio-Control for the maintenance and repair of all Lucas Devices (automated cardiac compression device).

Background: The maintenance contract will be for \$7000 and will cover both repairs and yearly service and calibrations. The fire department has 4 Lucas devices.

Financial Analysis: The service contract is \$7000.00 total and will be for a period of two periods.

Recommendation: Approval

Attachments:

- Service Agreement

Contact Person:

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

- 7.9 To obtain authorization for the Mayor to execute a waiver of Joint Representation form authorizing the law firm of Sturgill, Turner, Barker & Moloney, PLLC to represent the City of Frankfort and several other individuals named as Defendants in a law suit filed by Lisa Agee against the City of Frankfort and the individuals, and any other documents related to this lawsuit (City Attorney).

Purpose: The purpose of this agenda item is to obtain authorization for the Mayor to execute a waiver of Joint Representation form authorizing the law firm of Sturgill, Turner, Barker & Moloney, PLLC to represent the City of Frankfort and several other individuals named as Defendants in a law suit filed by Lisa Agee, and any other documents related to this lawsuit. It does not appear that a conflict exists that would prevent Sturgill, Turner, Barker & Moloney from representing the individuals and the City. If a conflict arises, Sturgill, Turner, Barker & Moloney will advise the parties of the conflict so that the other Defendants can retain other counsel, if needed. However, Sturgill, Turner, Barker & Moloney will remain as the City's counsel in this case.

Recommendation: Approval

Attachments:

- Waiver of Joint Representation

Contact Person:

Name: Rob Moore
Title: City Attorney
Department: Legal
Phone: 502/227-2271
Email: rmoores@hazelco.com

- 7.10 To obtain authorization for the Mayor to execute a three (3) year contract with Westlaw, for the legal services, print and electronic, provided to the City of Frankfort, as well as to sign all documents related to the contract (City Attorney).

Purpose: To obtain authorization for the Mayor to execute a three (3) year contract with Westlaw for the legal services, print and electronic, provided to the City of Frankfort, as well as to sign all documents related to the contract. Westlaw, the vendor that provides legal documents in print and in electronic format, is willing to reduce its annual fee to the City of Frankfort if the city will accept more of the services in electronic form. The current annual fee is \$4,800. The annual fee under the new contract is \$4,239. A print copy of the Kentucky Revised Statutes will remain in the office of the City Clerk, and the remainder of the services will be provided electronically.

Recommendation: Approval

Attachments:

- Contract with Westlaw

Contact Person:

Name: Rob Moore
Title: City Attorney
Department: Legal
Phone: 502/227-2271
Email: rmoores@hazelco.com

- 7.11 To authorize the purchase of a 2015 Vermeer BC1500 Chipper via the National Joint Powers Alliance and authorize the Mayor to sign all related documents (Public Works).

Background: This Brush Chipper is being purchased to replace the existing brush chipper that is a 1996 model that has developed into a safety and maintenance problem. This new chipper is also able to chip larger diameter branches and trees. The City, through Solid Waste, had been spending about \$15,000 (roughly \$7,500 per event) a year to grind up brush, however last year the bid amount doubled. Two events in a year would result in spending up to \$30,000 per year. The purchase of this larger unit will allow the City to chip the brush into a product that the Parks Department can use and save the cost of the grinding.

Financial Analysis: The cost of the Brush Chipper is \$49,606 via the National Joint Powers Alliance. This amount was included in the 2015-16 Budget and available in Account No.100-66-56550.

Recommendation: Authorize the purchase of a 2015 Vermeer BC1500 Chipper via the National Joint Powers Alliance and authorize the Mayor to sign all related documents.

Attachments:

- Vermeer Quote

Contact Person:

Name: Tom Bradley, PE
Title: Director
Department: Public Works
Phone: 502/875-8500
Email: tbradley@frankfort.ky.gov

- 7.12 To authorize the purchase of a new 2015 Ford E-350 16x2 w/ Cut-a-way Chassis from Central States Bus Sales and authorize the Mayor to sign all related documents (Public Works).

Background: This bus is being purchased to be used on the Senior Route (and demand response) and will replace Bus #83, which is a 2009 Ford E450 with 145,384 miles. Bus #83 can be sent to surplus for sale or donated to a local non-profit for their use. The new bus will be purchased using State Transit bid KPTA Bid#6.

Financial Analysis: The price of the 2015 Ford E-350 16x2 w/ Cut-a-way Chassis from KPTA Bid #6 is \$47,699 and will be reimbursed via the Transit 5339 Capital Expenditures grant.

Recommendation: Authorize the purchase of a new 2015 Ford E-350 16x2 w/ Cut-a-way Chassis from Central States Bus Sales and authorize the Mayor to sign all related documents.

Attachments:

- Letter of approval to award contract

Contact Person:

Name: Tom Bradley, PE
Title: Director
Department: Public Works
Phone: 502/875-8500
Email: tbradley@frankfort.ky.gov

- 7.13 To consider authorizing changes to the Historic Preservation Grant and to authorize the Mayor to sign all related documents (Planning & Zoning).

Purpose: Requesting authorization to revise the Historic Preservation Grant and to authorize the Mayor to sign all related documents.

Background: Staff would like to request authorization to revise the Annual Historic Preservation Grant based on findings from the 2014 Pilot Program. The following is a summary of this year's amended program:

2014 Grant/Loan Program	2015-2016 Grant Program
Applications were placed under the grant or loan program and then further separated by commercial or residential.	Applications will be placed into either a commercial/mixed use project or as residential only project.
\$20,000 was allotted for Commercial properties and \$10,000 allotted for Residential Uses properties.	\$30,000 will be allotted for Commercial/Mixed Use properties and \$20,000 allotted for Residential Uses properties.
Applications had to identify a minimum of \$20,000 of proposed exterior work.	Applications must identify a minimum of \$5,000 of proposed exterior work.
50% match on all projects.	40% match grant is the highest each selected application can be awarded (up to \$8,000).
Roofs were not included as exterior work for the former Grant/Loan Program.	Projects may now include roof repair and exterior painting.
Originally the drawing was set up to accommodate four loans (\$5,000 each) and two grants (\$20,000.00). Grants were separated into commercial and residential. There was only one loan application for one residential and two commercial grants were funded.	Each application will be identified by the order they were drawn and the 40% match will be earmarked for each project. Upon acceptance of each application by the order they were drawn, funding will be reduced from the allotment.
Qualifying applications will be placed in the specified project type pool and drawn randomly by the Mayor at a public meeting.	Qualifying applications will be placed in the specified project type pool and drawn randomly by the Mayor at a public meeting.
Deadline for project completion was approximately 13 months after drawing.	Deadline for project completion will be 12 months and no later than May 1, 2017.

The screening criteria will NOT allow properties that were awarded grants last year, properties that have liens, litigation, delinquent taxes, or only interior renovation. The goal is to help beautify exteriors of the City's older and historic neighborhoods. Eligible projects also need to be complete within 12 months. In addition, successful projects need to agree to a 15 year conservation easement deed that would be recorded on the property to ensure protection of the City's investment. Prior to release of grant funds, the project must pass final inspection. The boundary last year was limited to only local historic districts, this year it was expanded to the National Historic District boundary, which add more properties that can take advantage of both the city grant program, in addition to seeking State and Federal Tax Credits for historic preservation.

Financial Analysis: Funds for the program will come from the following accounts \$30,000 from Planning and Zoning Account No.100-70-53265; \$11,000.00 from Grants Account No. 100-01-22061 and \$9,000.00 will come from reserves (next year's budget revision).

Recommendation: Approval

Attachments: None

Contact Persons:

Name:	Gary Muller	Rebecca Hall
Title:	Director	Grants Manager
Department:	Planning & Zoning	City Manager
Phone:	502/875-8500	502/875-8500
E-mail:	gmuller@frankfort.ky.gov	rhall@frankfort.ky.gov

- 7.14 To consider authorizing the filing of an application for a 2015 Home Depot Community Impact Grant and to authorize the Mayor to sign all grant-related documents (Parks and Recreation).

Purpose: Requesting authorization to apply for a Home Depot Community Impact Grant to aid in purchasing materials for the restoration of the Green Hill Cemetery.

Background: The Parks, Recreation and Historic Sites Department would like to request authorization to apply for funds in the amount of \$5,000.00 for a Home Depot Community Impact Grant to help in purchasing materials for the restoration of Green Hill Cemetery. The City will be partnering with Kentucky State University students and faculty to plant trees, right fallen headstones and conduct weed management in the historic cemetery. There is no match for this grant.

Financial Analysis: There is no match for this grant.

Recommendation: Approval

Attachments: None

Contact Persons:

Name:	Lorri Grueber	Rebecca Hall
Title:	City Arborist	Grants Manager
Department:	Parks & Rec.	City Manager
Phone:	502/875-8575	502/875-8500
E-mail:	lgrueber@frankfort.ky.gov	rhall@frankfort.ky.gov

- 7.15 To authorize the Mayor to sign an agreement between Anthem Blue Cross Blue Shield and the City of Frankfort (Human Resources).

Purpose: To authorize the Mayor to sign all applicable documents with Anthem Blue Cross Blue Shield to provide third party claims administration services and stop loss insurance for the self-insured group health insurance plan. The stop loss coverage will limit City health claims exposure to \$100,000 per insured, with one named exception, and \$3,590,496 annual aggregate deductible.

Background: The City uses a third party administrator to handle the processing and payment of medical claims for the employee health insurance. The City also purchases stop loss insurance to limit self-funded health insurance claim risk. Third party administrator and stop loss quotes were obtained from four providers with Anthem's quote being determined to offer the best pricing and service.

Recommendation: Approval

Financial Impact: While Anthem's annual third party administration fees are \$44,000 higher than current year, overall savings will be realized through the use of Anthem's network which prices claims an average of 25% lower than current network. Annual stop loss premiums are \$92,000 lower than current year, also offsetting the increase in administration fees. Annual stop loss premiums are expected to be approximately \$330,000 and annual administrative fees expected to be approximately \$130,000 contingent upon employee health plan participation.

Attachment:

- Anthem contract

Contact Person:

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

7.16	Personnel	Employee	Department	Date	Other
	Appointment	Demetrius Lindsey	Police	8/11/15	Patrol Officer I
	Appointment	Joshua Brown	Police	8/11/15	Patrol Officer I
	Appointment	Max Davis	Fire and EMS	8/4/15	Firefighter I
	Appointment	Gary Wilkerson	Fire and EMS	8/4/15	Firefighter I
	Appointment	Shayla Black	Fire and EMS	8/4/15	Firefighter I
	Appointment	Timothy Wise	Fire and EMS	8/4/15	Firefighter I
	Appointment	Chris Murphy	PW/Solid Waste	8/18/15	PW Tech I
	Appointment	Donald Dean	Sewer	9/1/15	Electrician
	Appointment	John Varner	PW/Garage	8/11/15	Mechanic I
	Promotion	John Jenkins	PW/Garage	8/11/15	Sewer Tech III to Mechanic I
	Resignation	Derek Gray	Public Works	8/14/15	Deputy Director (authorize payment of accrued leave)
	Retirement	Les Anglin	Fire and EMS	8/29/15	Firefighter III/EMT (authorize payment of accrued leave)
	Resignation	Ricky Benton	PW/Solid Waste	8/7/15	Public Works Tech III (authorize payment of accrued leave)
	Resignation	Daniel Kirk	PW/Solid Waste	8/21/15	Public Works Tech III (authorize payment of accrued leave)
	Resignation	Larry Raglin	PW/Streets	8/31/15	Public Works Tech I (authorize payment of accrued leave)
	Resignation	Heather D'Hondt	Police	8/23/15	Patrol Officer I (authorize payment of accrued leave and permission to surplus her body armor for purchase by Paris PD per FCO 40.03 (B))

Permission to make 3 conditional offers of employment for the position of Patrol Officer I. The request to make this conditional offer of employment is contingent upon successful completion of background, medical, psychological, polygraph, and drug screen examinations by the candidate. This will take the department to 62 sworn officers.

Attachments

- Derek Gray Resignation Letter
- Larry Raglin Resignation Letter
- Daniel Kirk Resignation Letter
- Heather D'Hondt Resignation Letter

Contact Person:

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

8. BOARD APPOINTMENTS

9. OLD BUSINESS

10. NEW BUSINESS

- 10.1** To authorize the Mayor to approve Change Order #1 and Change Order #2 of the Blueridge Sidewalk Project and to authorize the Mayor to sign all related documents (Public Works).

Purpose: Approval of Change Order #1 and Change Order #2 of the Blueridge Sidewalk Project and to authorize the Mayor to sign all related documents.

Background: In September 2014 the City Commission approved a contract with ADE to replace sidewalks in the Blueridge/Northwood area for \$74,476. Once in the area Public Works Staff and the Engineering Consultant became aware of additional work necessary in the area. There will be two change orders for this project. The first is for an additional \$3,168.86 and the second is for \$9,078.04. Again this is for additional sidewalks that have been or need to be replaced or repaired. It is beneficial to perform this work while the Contractor is still on site.

Financial Analysis: Money for this item is available in the Municipal Aid account 535-00-51100.

Recommendation: Approval

Attachments:

- Change Order #1
- Change Order #2

Contact Person:

Name: Tom Bradley, PE
Title: Director
Department: Public Works
Phone: 502/875-8500
Email: tbradley@frankfort.ky.gov

11. ADJOURNMENT