

## SPECIAL MEETING CALL

I, William I. May, Jr. hereby call a special meeting of the Frankfort Board of Commissioners for Monday, December 21, 2015, at 5:00 p.m., in the Council Chamber of the Municipal Building, 315 West Second Street. This meeting will be in lieu of the Regular Meeting scheduled for Monday, December 28, 2015. All items on the agenda will be considered and action will be taken.

S/William I. May, Jr.  
T/Mayor

**Revised 12-18-15**

### AGENDA

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

**DECEMBER 21, 2015  
5:00 P.M. (EST)**

1. **INVOCATION**  
Baptist

Rev. Gary Hagar – Westview

#### **PLEDGE OF ALLEGIANCE**

#### **ROLL CALL**

#### **MINUTES**

November 9, 2015 Work Session;  
November 19, 2015 Special Regular  
Meeting

2. **CEREMONIAL ITEMS**

3. **CITIZEN COMMENTS (AGENDA ITEMS ONLY)**

4. **ORDINANCES**

- 4.1 **SECOND READING:** To amend Sections 71.50, 71.51, 71.52, 71.53, 71.54, 71.55, 71.56, 71.57, and 71.99 of the City of Frankfort Code of Ordinances and to adopt Sections 71.58, 71.59, 71.60, 71.61, 71.62, 71.63, and 71.64 that will address the holding of parades and special events in the City of Frankfort.

**Purpose:** The purpose of this ordinance is to amend Sections 71.50, 71.51, 71.52, 71.53, 71.54, 71.55, 71.56, 71.57, and 71.99 of the City of Frankfort Code of Ordinances concerning the holding of parades in the City of Frankfort, and to provide rules governing special events occurring on private or public property that will affect the use of public property, public streets, rights-of-way, on street parking or sidewalks, and to adopt Sections 71.58, 71.59, 71.60, 71.61, 71.62, 71.63, and 71.64 that will also address the holding of parades and special events in the City of Frankfort.

**Background:** Sections 71.50, 71.51, 71.52, 71.53, 71.54, 71.55, 71.56, 71.57, and 71.99 of the City of Frankfort Code of Ordinances provides rules governing parades that are held in the City of Frankfort. The purpose of this ordinance is to amend these sections concerning the holding of parades in the City of Frankfort and to provide rules governing special events occurring on private or public property that will affect the use of public property, public streets, rights-of-way, on street parking or sidewalks. The adoption of Sections 71.58, 71.59, 71.60, 71.61, 71.62, 71.63, and 71.64 to the Code of Ordinances will also address the holding of parades and special events in the City of Frankfort. The ordinance revises the standards for submitting an application for a parade or a special event, provides for pre-determined routes, provides minimum pace requirements for races, provides for a security plan and reimbursement of the cost of implementing the plan. The ordinance also revises the event notice requirements and the penalties found in Section 71.99.

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

***This Ordinance had its first reading on November 19, 2015.***

**Recommendation:** Approval

**Attachments:**

- Ordinance

**Contact Person:**

**Name:** Jeff Abrams  
**Title:** Chief of Police  
**Department:** Police Department  
**Phone:** 502/352-2060  
**Email:** [jabrams@frankfort.ky.gov](mailto:jabrams@frankfort.ky.gov)

**4.2 FIRST READING:** To amend Section 119.02 of the City of Frankfort Code of Ordinances to reduce the percentage of gross revenue that must be derived from the sale of food in order to obtain a permit to operate an outdoor café and to sell alcoholic beverages at the outdoor café, and to increase the period of time during each day of the week that the outdoor café may serve alcoholic beverages.

**Purpose:** The purpose of this ordinance is to amend Section 119.02 of the City of Frankfort Code of Ordinances to reduce the percentage of gross revenue that must be derived from the sale of food in order to obtain a permit to operate an outdoor café and to sell alcoholic beverages at the outdoor café, and to increase the period of time during each day of the week that the outdoor café may serve alcoholic beverages.

**Background:** In May 1999, the City passed the first outdoor Café permit ordinance, and minor amendments were made to the ordinance in 2000. Since that time, the ordinance appears to have worked well, although some of the establishments that wanted to obtain a permit to operate an outdoor café were unable to satisfy the requirement that 60% of the establishment's gross revenue be generated from food sales. After a request from a local establishment to amend the ordinance governing outdoor cafés, Staff recommends that the Commission reduce the percentage of gross revenue that must be obtained from the sale of food from 60% to 10 % and allow the service or consumption of alcoholic beverages within the permitted area from 11:00 a.m. until 10:00 p.m. on Monday, Tuesday and Wednesday, from 11:00 a.m. until 11:00 p.m. on Thursday, Friday and Saturday, and from 1:00 p.m. until 10:00 p.m. on Sunday, local prevailing time, except during "community or special events."

**Financial Analysis:** There will be minimal increase in fees received by the City.

**Recommendation:** Approval

**Attachment:**

- Ordinance

**Contact Person:**

**Name:** Gary Muller  
**Title:** Director  
**Department:** Planning and Building Codes  
**Phone:** 502/352-2100  
**Email:** [gmuller@frankfort.ky.gov](mailto:gmuller@frankfort.ky.gov)

**5. ORDERS – NONE**

**6. RESOLUTIONS**

**6.1** Approval to adopt a Resolution and authorize the Mayor to sign the Resolution consenting to the operation by the Franklin County Health Department of a syringe exchange program within the City of Frankfort.

**Purpose:** Approval to adopt a Resolution and authorize the Mayor to sign a Resolution consenting to the operation by the Franklin County Health Department of a syringe exchange program within the City of Frankfort.

**Background:** The Franklin County Health Department has requested the City of Frankfort to allow it to operate a syringe exchange program within the City based upon the following factors:

- 1) Kentucky is suffering from an epidemic of heroin and other injection drug use as evidenced by the increases in all of the following: drug overdoses and untimely deaths, emergency room visits and hospitalizations due to heroin and other drug use, babies born to women with drug addiction, rates of communicable diseases, and law enforcement arrests and incarceration due to heroin and other drug possession and associated criminal activity;
- 2) Needles, syringes, and other equipment for injection drug use can become contaminated with blood that contains hepatitis C, hepatitis B, and human immunodeficiency virus (HIV) and these viruses can be transmitted when such equipment is shared among injection drug users;
- 3) Contaminated drug injection equipment puts the public, law enforcement and first responders at risk for exposure through accidental needlesticks when such contaminated equipment is improperly discarded;

- 4) Franklin County has seen a sharp increase in hepatitis C infections and Kentucky has the highest case rates for hepatitis C in the nation at 5.1 per 100,000 in 2013, an increase of 364% from 2006-2012;
- 5) The cost of medications for one course of treatment for hepatitis C is approximately \$84,000 and hepatitis C left untreated may progress to cirrhosis, liver cancer or liver failure requiring a liver transplant at an approximate cost of \$600,000;
- 6) The cost of treating HIV infection, a lifelong chronic disease, is \$600,000, and for every \$1 spent on a syringe access program, \$3-\$7 is saved on costs associated with HIV infection;
- 7) The Franklin County Health Department is statutorily mandated per KRS 211.180 to perform the duties of detection, prevention, and control of communicable diseases such as hepatitis C and B and HIV and affirmatively states that the implementation of a syringe access program would help fulfill this mandate;
- 8) The National Association of County and City Health Officials conference on July 7, 2015 the United States Surgeon General, Vivek Murthy, MD, MBA, stated "Needle exchanges prevent blood borne infections and do not promote drug use!";
- 9) Researchers at the National Institutes of Health, the General Accounting Office, the CDC, and the National Academy of Sciences concur that syringe access programs are an effective public health approach to reducing HIV and viral hepatitis infection;
- 10) Syringe access programs have been supported as a harm reduction strategy by many health and governmental organizations including the CDC, the American Medical Association, the American Public Health Association, the American Pharmaceutical Association, the American Psychiatric Association, and the US Conference of Mayors;
- 11) Research has also shown that syringe access programs advance public safety, including the safety of law enforcement officials, by taking contaminated syringes off the streets and out of parking lots, parks, school grounds and playgrounds;
- 12) During the 2015 Regular Session, the General Assembly of the Commonwealth of Kentucky passed Senate Bill 192 which amends KRS 218A.500, adding sections (5) (a) – (c), enabling local health departments to operate a substance abuse treatment outreach program that allows participants to exchange hypodermic needles and syringes with the consent of the local board of health and the legislative body of the city or county in which the program would operate; and,
- 13) At its meeting on August 17, 2015, the Franklin County Board of Health authorized the operation of a syringe exchange program by the Franklin County Health Department, subject to obtaining the consent of county and city legislative bodies, and on October 16, 2015, the Franklin County Fiscal Court entered its Resolution consenting to the operation of a syringe exchange program by the Franklin County Health Department.

**Financial Analysis:** There will be minimal increase in fees received by the City.

**Recommendation:** Approval

**Attachment:**

- Resolution

**Contact Person:**

**Name:** Robert Moore

**Title:** City Attorney  
**Phone:** 502/227-2271  
**Email:** [rmoore@hazelcox.com](mailto:rmoore@hazelcox.com)

- 6.2** Approval to adopt a Resolution and authorize the Mayor to sign the lease agreement by and between Kentucky Association of Counties Leasing Trust, PNC Equipment Finance, LLC, as Lessor, and the City of Frankfort, Kentucky with respect to the replacement of the E-911 Computer Aided Dispatch System (CAD) and for the Mayor to sign all related documents (E-911), including a Resolution approving the Lease.

**Purpose:** Approval to adopt a Resolution and authorize the Mayor to sign the lease agreement by and between Kentucky Association of Counties Leasing Trust, PNC Equipment Finance, LLC, as Lessor, and the City of Frankfort, Kentucky with respect to the replacement of the E-911 Computer Aided Dispatch System (CAD) and for the Mayor to sign all related documents (E-911), including a Resolution approving the Lease.

**Background:** During the October 2015 meeting of the Board of Commissioners, the replacement of the E-911 Computer Aided Dispatch System was approved. The total cost for the new system, including 5 full years of 24/7 support is \$530,257.93. The CMRS grant monies will be used to make the initial payment due under the Lease with KACO. The total amount to be paid by the City under the Lease (excluding the grant monies) with KACO is \$357,519.12. The annual lease payments are in the approximate amount of \$106,000.00.

**Financial Analysis:** The financial impact to the City will be the approximate amount of \$106,000.00 per year for a period of five (5) years.

**Recommendation:** Approval

**Attachment:**

- Resolution

**Contact Person:**

**Name:** Deron Rambo  
**Title:** E-911 Director  
**Department:** E-911  
**Phone:** 502/352-2064  
**Email:** [drambo@frankfort.ky.gov](mailto:drambo@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** Authorization to add funding to a contract with Duke's Root Control, Inc. to provide chemical root control services in sewer mains and authorize the Mayor to sign all documents related to this contract extension (Sewer Department).

**Purpose:** The purpose of this item is to add funding to a contract with Duke's Root Control, Inc. to perform chemical root control services in sewer mains and authorize the Mayor to sign all documents related to the contract extension.

**Background:** Roots are an ongoing problem with aging sewers and the Department has a significant problem with root intrusion. The Sewer Department annually contracts to have roots chemically controlled throughout the system. In December 2011 a 5-year contract was awarded to Duke's Root Control, Inc. to perform chemical root control in sewers with significant root intrusion issues. This annual contract extension will allow the Department to treat approximately 5 miles of sewers. The product has a three-year warranty, should roots return within treated mains within the warranty period Duke's will return to treat that section of the main at no cost to the Sewer Department. The unit prices have remained fixed for the duration of the 5-year contract and are as follows:

6-inch pipe	\$1.59 per lineal foot
8-inch pipe	\$1.59 per lineal foot
10-inch pipe	\$1.76 per lineal foot
12-inch pipe	\$1.92 per lineal foot
Manholes	\$125.00 each

Additionally, the Department has been successful each year to schedule our work concurrently with either Louisville or Lexington, thereby saving mobilization costs. This is the final year of their 5-year contract with a \$50,000 annual limit and will be used during the 2016 calendar year.

**Financial Analysis:** This is a unit price contract with a \$50,000 contract limit and funding is available in account 300.68.54335. This account has \$650,000 budgeted and as of October 31, \$298,749 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  
**Email:** [wscalf@frankfort.ky.gov](mailto:wscalf@frankfort.ky.gov)

- 7.2 Consider approval of a Purchase Order for the Engineering Services Agreement with QK4 for design services to replace manholes and gravity lines along US 60 at Douglas Avenue and Langford Avenue due to the intersection redesign and authorize Mayor to sign all documents related to project (Sewer Department).

**Purpose:** To consider approval of a Purchase Order for the Engineering Services Agreement with QK4 for design services to replace manholes and gravity lines along US 60 at Douglas Avenue and Langford Avenue due to the intersection redesign and authorize Mayor to sign all documents related to project.

**Background:** The Kentucky Transportation Cabinet will be reconstructing the intersection of US 60 (East Main Street) and Douglas and Langford Avenues. This reconstruction will interfere with existing manholes and gravity lines close to the intersection. The costs for this project will be reimbursed by the Transportation Cabinet.

The original Professional Services Agreement calls for design and surveying services through the bidding process and included a cost for resident observation. The original agreement with Qk4

had a not exceed \$52,150.00 but the Transportation Cabinet only agreed to reimburse the City for \$45,000.00 to cover engineering services through bidding; a decision had not been made by the Transportation Cabinet at that time to authorize reimbursement for resident observation or to contract directly with Qk4 for those services. The original approval by the City Commission on August 24, 2014, only covered the \$45,000.00 cost to be reimbursed by the Transportation Cabinet.

Amendment 1: This amendment covered additional services required to resolve conflicts with the proposed project in the areas of the proposed pedestrian bridge and the intersection of US 60 and Douglas Avenue.

The Transportation Cabinet recently informed the Sewer Department of its intent to reimburse the City for resident observation and this Purchase Order will cover costs for resident observation on this project.

All funds will be reimbursed by the Kentucky Transportation Department.

Original Contract:	\$45,000.00
Amendment 1:	\$22,104.79
Purchase Order:	<u>\$7,150.00</u> – to cover the cost of Resident Observation
Total	\$74,254.79

Financial Analysis: Funding for this project is available in Account No. 300.68.54390. This account has \$14,797,500 budgeted and as of October 31, \$3,338,783 has been expensed and encumbered. This entire cost will be reimbursed by the Kentucky Transportation Cabinet.

**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](mailto:wscalf@frankfort.ky.gov)

- 7.3** Consider rejecting all bids and re-bidding a project to repair sewer lines in the area of 2<sup>nd</sup> Street and Logan Street, and to Authorize Mayor to sign documents related to project (Sewer Department).

**Purpose:** To consider rejecting all bids and re-bid a project to repair sewer lines of the floodwall where there are two sewer pipe penetrations in the area of 2<sup>nd</sup> Street and Logan Street.

**Background:** During a recent inspection of the floodwall by the Corps of Engineers a deficiency was found in two sewer pipes passing through the floodwall in the area of 2<sup>nd</sup> Street and Logan Street. The Corp of Engineers has mandated that this issue be resolved.

Bids were opened on November 25 at 2:00 pm and the results were as follows:

Basham Construction	\$247,000.00
Pace Contracting	\$370,000.00
Smith Contracting	\$472,000.00

Not only were all of the bids well above the engineer's estimate of \$170,000.00 but there is also a very significant spread between the bids. The Sewer Department along with the project engineer will request a meeting with the Corps of Engineers to review some requirements on the project and see if some of the liabilities on the contractor can be reduced to attract additional bidders and possibly reduce the price of the contract.

**Financial Analysis:** Rejecting the bids has no financial impact.

**Recommendation:** Approval

**Attachments:**

- Letter from Engineer recommending rejecting bids
- Bid Tab

**Contact Person:**

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

- 7.4 Consider approval of Change Order #1 to the contract with Todd Johnson Contracting Inc. for construction of the Kentucky Avenue Interceptor Project and authorize the Mayor to sign all documents associated with the contract (Sewer Department).

**Purpose:** The purpose of this item is to consider approval of Change Order #1 to the contract with Todd Johnson Contracting Inc. for construction of the Kentucky Avenue Interceptor Project and authorize the Mayor to sign all documents associated with the contract.

**Background:** Bids were received on March 19, 2015 and Todd Johnson Contracting Inc. was determined to be the lowest qualified bidder at \$ 3,064,981.32 and was awarded the contract in April 2015. A total of 5 bids were received, the remaining bids were Norris Brothers Excavating for \$2,373,764.14, Lagco Excavation for \$3,754,711.00, Twin States Utilities for \$4,366,871.00 and Cleary Construction for \$5,085,424.00.

The engineers estimate was \$3,200,000. Norris Brothers Excavating's bid was significantly lower than the engineer's estimate and they subsequently submitted a letter requesting that their bid be withdrawn. The Sewer Department agreed with the engineer's recommendation of Todd Johnson Contracting as the lowest responsible bidder.

Change Order #1: This change order consists of 2 parts. The first part is a modification to the contract to allow blasting on this project. Originally, blasting was not allowed on the project due to concerns about a natural spring that we did not want to impact. The contractor is currently over 100 feet past the spring and is now requesting to allow blasting or the project will be significantly delayed due to the quantity and hardness of rock being encountered. The blasting plan has been submitted to the project engineer and is acceptable. Pre-blast surveys will be conducted on all houses within the affected area, and monitoring will be in place to make sure the blasting is well within limits set by the State of Kentucky. There will be no additional cost the City to allow blasting. Additionally, all personnel associated with the blasting will be properly licensed by the State of Kentucky.

The second part of the change order deals with unsuitable material found in the Wilson Street Park area. The Wilson Street Park was created by the purchase and removal of houses that were in the floodway. During the construction of the pipeline it was found that some of the homes were demolished and partially buried on site. When encountering this material, the contractor



was required to dig out the waste material and replace with engineered backfill material. This cost was not covered in the original contract and the contractor has proposed a price of \$36.53 per linear foot for the removal and disposal of the waste material and placement of the engineered backfill and that price has been reviewed and approved by the engineer. The change order is based on a quantity of 75 linear feet, which is the estimated length to be undercut but the contractor will be paid for the actual quantity encountered at the time the balancing change order is generated.

Original Contract	\$3,064,981.32
Change Order 1	<u>\$2,739.75</u>
Contract Total	\$3,067,721.07

**Financial Analysis:** Funding for this project is available in Account No. 300.68.54390. This account has \$14,797,500 budgeted and as of October 31, \$3,338,783 has been expensed and encumbered.

**Recommendation:** Approval

**Attachments:**

- Change Order #1 (draft)

**Contact Person:**

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

- 7.5** To consider approval of an Engineering Services Agreement with Coyle & Associates, Inc. for consulting engineering services related to various programs in the Sewer Department and to authorize the Mayor to sign all related documents (Sewer Department).

**Purpose:** The purpose of this item is to consider award of an Engineering Services Agreement with Coyle & Associates, Inc. for consulting engineering services related to various programs in the Sewer Department and authorize the Mayor to sign all related documents.

**Background:** Elizabeth Coyle has been very involved in a number of programs and managing many of the Consent Judgment related projects at the Sewer Department prior to her resignation. During her time at the Division of Water, Dr. Coyle was the primary reviewer of the Department's Long Term Control Plan and she is extremely familiar with not only the requirements but also the projects associated with the implementation of the LTCP. All LTCP projects are to be completed and operation of Frankfort's wastewater infrastructure is to be in compliance with the CSO Control Policy and the Clean Water Act by 2023, less than 8 years from now. Assistance from Dr. Coyle will also include analyses of modeling output to be used as basis of design for LTCP projects in conjunction with upgrades already completed, cost optimization of possible LTCP solutions to be completed in the next 8 years, the best order of implementation of the remaining LTCP projects, possible impacts of Green infrastructure on reducing the costs of traditional grey infrastructure projects and monitoring to determine the actual impacts realized from the LTCP projects as build-out progresses. Some projects may perform better than expected and this should be accounted for prior to related projects being implemented. Throughout the course of LTCP build-out, emerging and innovative technologies offering more cost effective solutions may arise. Support can also be provided to approach regulatory bodies to request changes in the LTCP should more cost effective, technically justifiable, legally defensible, alternatives be discovered.

Additionally, Dr. Coyle can assist with the following:

**Private Property I&I Reduction Efforts** - Consultation can be provided, recommendations made and assistance provided to support the in-house management of program information and multiple program elements. This includes the initial setup prior to commencing I&I investigations, prioritization of areas to be investigated, documentation and archival of investigative results, determining the least disruptive cost-optimal solutions to I&I problems identified, implementation of solutions and an analyses of the results of program implementation.

**Flow Monitoring** - In addition to CSO flow monitoring at the overflow locations, flow monitoring is being done system-wide in FSD's sewer service area. This flow monitoring effort is being done in support of the City's I&I reduction activities and to aid in modeling efforts of the sewer system and Long Term Control Planning decisions. The flow monitoring data is being secured by both in-house staff and contracted labor. Data from both sources will be analyzed on a quarterly basis for completeness and immediate use in prioritizing I&I activities. In addition, assistance in information management strategies will be provided so that this data becomes available for use in real time and is archived well for modeling efforts for the Long Term Control plan (LTCP) that will be needed in the next few years.

The full list of Regulatory Support Services is included in the attached proposal from Coyle & Associates. The contract is for a fee of \$25,000 for a period of 6 months and would be billed at a rate of \$130.00 per hour with a negotiated fee for each task. This would also allow Dr. Coyle to work with her replacement once someone is selected to fill the vacant position.

**Financial Analysis:** Funds are available in Sewer Account No. 200.68.53265. The budget for this account is \$100,000 and as of October 31 this account had \$10,822 expensed or encumbered.

**Recommendation:** Approval

**Attachments:**

- Engineering Services Agreement with Proposal (draft)

**Contact Person:**

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

- 7.6** To authorize the Mayor to sign a License Agreement between the City of Frankfort and the Commonwealth of Kentucky, and all related documents (Emergency Management).

**Purpose:** To authorize the Mayor to sign a License Agreement between the City of Frankfort and the Commonwealth of Kentucky, and all related documents.

**Background:** The City has purchased sirens to provide warning to residents of Frankfort in the event of an emergency. One of the sirens is to be installed on state property. The subject License Agreement provides authorization for the City to install a siren on property owned by the Commonwealth of Kentucky. The City will bear the cost of installing the siren and the cost of any repairs to same. However, there is no monthly or annual charge to be paid to the state.

**Financial Analysis:** There will be no cost to the City to enter into the License Agreement with the Commonwealth of Kentucky.

**Recommendation:** Approval

**Attachment:**

- License Agreement

**Contact Person:**

**Name:** Robert Moore  
**Title:** City Attorney  
**Phone:** 502/227-2271  
**Email:** [Rmoore@Hazelcox.com](mailto:Rmoore@Hazelcox.com)

- 7.7 To accept the approval of a Grant Memorandum of Agreement between the City of Frankfort and the Kentucky Division of Forestry, for reimbursement up to but not to exceed \$2,200 to send Lorri Grueber, City Arborist, to the 2016 Municipal Forestry Institute (MFI) in Shepherdstown, WV, and to authorize the Mayor to sign all grant documents (Parks and Recreation).

**Purpose:** To accept a Grant Memorandum of Agreement between the City of Frankfort and the Kentucky Division of Forestry, for reimbursement up to but not to exceed \$2,200 to send Lorri Grueber, City Arborist, to the 2016 Municipal Forestry Institute (MFI) in Shepherdstown, WV, and to authorize the Mayor to sign all grant documents (Parks and Recreation).

**Background:** The Kentucky Division of Forestry selected the City Arborist, Lorri Grueber, through their own internal processes, to attend the Municipal Forestry Institute 2016. The grant will cover the cost of registration for the weeklong training, which is \$2,099. This includes all course materials, five nights lodging (Sunday-Thursday), and all meals from Sunday supper through Friday breakfast. The city would pay for airfare, rental car, one night lodging (Saturday) and meals for Saturday and Friday (lunch and supper) and her regular salary to meet the match required for the grant.

**Financial Analysis:** The grant requires a 50/50 match, and funds are available in Account Number 100.80.55465 - \$1,000 and 100.86.53210 - \$1,099

**Recommendation:** Approval

**Attachments:**

- MOA
- Conference Information
- Trip Information

**Contact Person:**

**Name:** Jim Parrish  
**Title:** Director  
**Department:** Parks, Recreation and Historic Sites  
**Phone:** 502/352-2028  
**Email:** [jparrish@frankfort.ky.gov](mailto:jparrish@frankfort.ky.gov)

- 7.8 To authorize entering into a contract with Dell to provide the hardware, software and installation for the City's back up disaster recovery plan, which will allow the City's network to be completely backed up off site and ensure no loss of information during a disaster, and authorize the Mayor to sign all related documents (IT Department).

**Purpose:** To authorize entering into a contract with Dell to provide the hardware, software and installation for the City's back up disaster recovery plan, which will allow the City's network to be completely backed up off site and ensure no loss of information during a disaster, and authorize the Mayor to sign all related documents

**Background:** The hardware and software are necessary for the IT Department to maintain the City's information and ensure no data is lost during a disaster.

**Financial Analysis:** The cost of the contract is \$ 21,991.47. Funds are available in IT Account Number 100-25-56551.

**Recommendation:** Approval

**Attachment:**

- Quote

**Contact Person**

**Name:** Bobby Ripy  
**Title:** IT Manager  
**Department:** IT Department  
**Phone:** 502/545-1556  
**Email:** [bripy@frankfort.ky.gov](mailto:bripy@frankfort.ky.gov)

- 7.9 To authorize the Mayor to sign a credit application and lease agreement with Republic First National Bank for the purchase of a new ambulance and all related documents (Fire Department).

**Purpose:** To authorize the Mayor to sign a credit application and lease agreement with Republic First National Bank for the purchase of a new ambulance and all related documents.

**Background:** The lease is for one (1) of the ambulances that is currently on order. An initial payment of \$35,000 was budgeted for the purchase with the balance to be financed. The lease will be for five (5) years at an APR of 2.99% with a yearly payment of \$35,364.26. The first payment will be due in December of 2016.

**Financial Analysis:** An initial payment of \$35,000 was budgeted in account 100-41-56553.

**Recommendation:** Approval

**Attachments:**

- Credit Application
- Quote
- Lease Agreement (to be provided upon credit application process)

**Contact Person:**

**Name:** Eddie Slone  
**Title:** Fire Chief  
**Department:** Fire  
**Phone:** 502/875-8511  
**Email:** [eslone@frankfort.ky.gov](mailto:eslone@frankfort.ky.gov)

- 7.10 To grant permission for the fire department to apply for the Assistance to Firefighters Grant (AFG) and authorize the Mayor to sign all related documents. (Fire Department)

**Purpose:** To grant permission for the fire department to apply for the Assistance to Firefighters Grant (AFG).

**Background:** The application period opens in December and will close in mid-January. The fire department will apply for stretcher lift assist devices for the ambulances. A total of seven (7) units will be requested at the cost of \$126,000. Other ambulance services that have implemented this equipment have seen an approximate 50% reduction in the number of back injuries associated with patient lifts.

**Financial Analysis:** The grant will require a 10% match from the City of Frankfort.

**Recommendation:** Approval

**Attachments:** None

**Contact Person:**

**Name:** Eddie Slone  
**Title:** Fire Chief  
**Department:** Fire  
**Phone:** 502/875-8511  
**Email:** [eslone@frankfort.ky.gov](mailto:eslone@frankfort.ky.gov)

- 7.11 To approve the selection of Strand Engineering as design consultant for the Pinsly Trail Project from the respondents to the Request for Qualifications (RFQ) and to authorize the Mayor to sign all related documents once approved by the Kentucky Transportation Cabinet (Public Works).

**Purpose:** To approve the selection of Strand Engineering as design consultant for the Pinsly Trail Project from the respondents to the Request for Qualifications (RFQ) and to authorize the Mayor to sign all related documents once approved by the Kentucky Transportation Cabinet.

**Background:** This project is a Transportation Alternative Project that is intended to connect areas of the city with walking/biking trails. The Consultant chosen will perform necessary surveys, studies, and models to develop a set of construction plans to complete the work and assist the City throughout the bidding process for the construction of the improvements. Strand Engineering was chosen as the Consultant because they exhibited the greatest knowledge of the site and the existing conditions and demonstrated the necessary expertise to perform the work.

**Financial Analysis:** The design for the portion of the project is \$45,500. The Transportation Alternatives Grant will reimburse \$38,400.00 of that expense. Remaining funds of \$7,100.00 will be paid from Parks and Recreation's 520 Account. The grant can also pay for \$12,000 + of construction administration of the project.

**Recommendation:** Approval

**Attachments:**

- Bid Rating Sheet
- Scope of Services

**Contact Persons:**

<b>Name:</b>	Tom Bradley	Rebecca Hall
<b>Title:</b>	Director	Community Relations/Grants Manager
<b>Department:</b>	Public Works	City Manager
<b>Phone:</b>	502/875-8500	502/875-8500
<b>Email:</b>	<a href="mailto:tbradley@frankfort.ky.gov">tbradley@frankfort.ky.gov</a>	<a href="mailto:rhall@frankfort.ky.gov">rhall@frankfort.ky.gov</a>

- 7.12 To authorize the Mayor to sign an agreement with EMSAR for inspection and maintenance of stretchers and all related documents (Fire Department).

**Purpose:** To authorize the Mayor to sign an agreement with EMSAR, a stretcher maintenance company for the inspection and maintenance of stretchers and all related documents.

**Background:** The contract specifies that each stretcher will be inspected and serviced twice a year. This agreement was negotiated so that the fees associated with this service will be reduced from previous years.

**Financial Analysis:** The cost per stretcher is \$400.00 annually. The service is budgeted in account 100-41-53250.

**Recommendation:** Approval

**Attachments:**

- Agreement

**Contact Person:**

**Name:** Eddie Slone  
**Title:** Fire Chief  
**Department:** Fire  
**Phone:** 502/875-8511  
**Email:** [eslone@frankfort.ky.gov](mailto:eslone@frankfort.ky.gov)

- 7.13** To authorize the Mayor to sign a Joint Training Agreement with the City of Georgetown permitting the two cities to conduct a joint firefighter recruit class, improving efficiency for both cities, and all related documents (Fire Department).

**Purpose:** To authorize the Mayor to sign a Joint Training Agreement with the City of Georgetown permitting the two cities to conduct a joint firefighter recruit class, improving efficiency for both cities, and all related documents.

**Background:** The City of Frankfort and the City of Georgetown will each be responsible for compensating the personnel from their respective departments. The training will be scheduled using the facilities and instructors of both departments. Scheduling will be conducted in a manner that the City of Frankfort and the City of Georgetown have an equitable amount of both personnel and fiscal resources invested. The first joint cadet class will begin in January of 2016.

**Financial Analysis:** This agreement will result in a savings for the City of Frankfort.

**Recommendation:** Approval

**Attachments:**

- Joint Training Agreement

**Contact Person:**

**Name:** Eddie Slone  
**Title:** Fire Chief  
**Department:** Fire  
**Phone:** 502/875-8511  
**Email:** [eslone@frankfort.ky.gov](mailto:eslone@frankfort.ky.gov)

<b>7.14</b>	<b>Personnel</b>	<b>Employee</b>	<b>Department</b>	<b>Date</b>	<b>Other</b>
	Appointment	Joshua Dunmire	Fire/EMS	1/5/16	Firefighter I
	Appointment	Thomas Rankin III	Fire/EMS	1/5/16	Firefighter I

	Appointment	Jerry Clevenger	Fire/EMS	1/5/16	Firefighter I
	Appointment	Macy Hensley	Fire/EMS	1/5/16	Firefighter I
	Appointment	Andrew McCrystal	Fire/EMS	1/5/16	Firefighter I
	Appointment	Jeff Olson	E911/Police	1/5/16	Telecommunicator I
	Appointment	Derrick E. Taylor	E911/Police	1/5/16	Telecommunicator I
	Appointment	Derek Gray	Public Works	1/5/16	Deputy Director of Public Works
Engineer	Appointment	Katie Beard	Sewer	1/5/16	Water Quality
II TAC to	Demotion	Tomba Brown	E911/Police	12/14/15	Telecommunicator
				II	Telecommunicator
	Resignation	Tim Hopkins	Police	12/29/15	Patrol Officer II (authorize payment of accrued leave)
	Termination	Randy Easton	Sewer	12/14/15	Maintenance Tech I

**Attachments:**

- Tim Hopkin's Resignation Letter

**Contact Person:**

**Name:** Kathy Fields  
**Title:** Director  
**Department:** HR/City Manager  
**Phone:** 502/875-8500  
**Email:** [kfields@frankfort.ky.gov](mailto:kfields@frankfort.ky.gov)

**8. BOARD APPOINTMENTS**

**8.1 Frankfort Human Rights Commission** – Reappointment of Sallye Hill Stumbo, for a three-year term ending 12-01-18.

**Attachments:**

- Mayor's letter of recommendation
- Sallye Hill Stumbo resume

**8.2 Tourist and Convention Commission** – Appointment of Terri Bennett, for a term ending 6-30-16. (Filling an unexpired term for Brian Booth)

**Attachments:**

- Mayor's letter of recommendation
- Terri Bennett resume

**8.3 Board of Ethics** – Appointment of Dan Ahler, for a term ending 12-31-18. (Replacing Joni Napier Crowe)

**Attachments:**

- Mayor's letter of recommendation
- Dan Ahler resume

**8.4 Board of Ethics** – Appointment of Carly Cockley, for a term ending 12-31-19. (Filling vacancy)

**Attachments:**

- Mayor's letter of recommendation
- Carly Cockley resume

**8.5 ARB** – Appointment of Jennifer Zingg, for a term ending 9-12-18. (Replacing Carol Reese)

**Attachments:**

- Mayor's letter of recommendation
- Jennifer Zingg resume (To be provided)

**8.6 Frankfort Human Rights Commission** – Appointment of Lisa Gabbard, for a three-year term ending 12-01-18. (Replacing Katie French)

**Attachments:**

- Mayor's letter of recommendation
- Lisa Gabbard resume

**8.7 KCDC (CCEIDA)** – As authorized in Frankfort Code of Ordinances 36.196, the Mayor is reappointing James F. Inman for a 4 year term ending 12-31-19.

**Attachments:**

- Mayor's letter of appointment
- James F. Inman resume

**9. OLD BUSINESS**

**9.1 CARMEN INMAN REPRESENTING THE FRANKFORT AREA CHAMBER OF COMMERCE – COMMUNITY-WIDE BRANDING AND VISIONING INITIATIVE UPDATE**

**9.2** To authorize the Mayor to sign an Agreement between the City of Frankfort and the Electric and Water Plant Board of the City of Frankfort ("Frankfort Plant Board"), and all related documents.

**Purpose:** To authorize the Mayor to sign an Agreement between the City of Frankfort and the Electric and Water Plant Board of the City of Frankfort ("Frankfort Plant Board"), and all related documents.

**Background:** The City and the Frankfort Plant Board have reached agreement on the amount of rent to be paid to the City by the Frankfort Plant Board, as well as the amount to be paid to the City for the use of City facilities. The Frankfort Plant Board has agreed to pay the amount of \$80,000.00 per year to lease the space it now occupies in the City Municipal Building, and the amount of \$109,000.00 for the use of City facilities, with adjustments to be made in the future.



**Financial Analysis:** The City will receive from the Frankfort Plant Board the amount of \$80,000.00 per year to lease the space it now occupies in the City Municipal Building, and the amount of \$109,000.00 per year for the use of City facilities, with adjustments to be made in the future.

**Attachments:**

- Agreement

**Recommendation:** Approval

**Contact Person:**

**Name:** Robert Moore  
**Title:** City Attorney  
**Phone:** 502/227-2271  
**Email:** [Rmoore@Hazelcox.com](mailto:Rmoore@Hazelcox.com)

**10. ADJOURNMENT**