



CAPITAL OF KENTUCKY

**Layne Wilkerson, Mayor**

Kelly May, Commissioner

Kyle Thompson, Commissioner

Leesa Unger, Commissioner

Katrisha Waldrige, Commissioner

2-25-22

**NOTICE  
MEETING VIA VIDEO TELECONFERENCE**

As a result of the state of emergency declared by the President of the United States, Governor of Kentucky, and Mayor of the City of Frankfort due to the global COVID-19 pandemic, the following Meeting Notice is issued:

I, Layne Wilkerson hereby call a meeting of the Frankfort Board of Commissioners for Monday, February 28, 2022, at 5:00 p.m., via GoToMeeting. All items on the agenda will be considered and action will be taken.

Per KRS 61.826, this meeting is a video teleconference meeting. The Board of Commissioners will participate via GoToMeeting. The City will provide a central primary physical location for public viewing of the virtual meeting in the City Hall Commission Chamber, 315 West Second Street. **The Board of Commissioners will not be there in person, but the televisions in the Commission Chamber will be broadcasting the virtual meeting.**

Public comments will still be accepted for the meeting, by submitting a citizen comments form via the City of Frankfort Website – [www.frankfort.ky.gov](http://www.frankfort.ky.gov) {Government > Board of Commissioners> Citizen Comments} by Monday, February 28 at 4:00 PM.

The virtual meeting will be broadcast via Frankfort Plant Board Cable 10 Live and Facebook Live: Frankfort, Kentucky - City Hall [www.facebook.com/CityofFrankfortKY/](https://www.facebook.com/CityofFrankfortKY/).

Please see [www.frankfortema.org](http://www.frankfortema.org) for additional information.

  
Mayor

**AGENDA**

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

**February 28, 2022  
5:00 PM**

[www.frankfort.ky.gov](http://www.frankfort.ky.gov)  
[www.facebook.com/CityofFrankfortKY](https://www.facebook.com/CityofFrankfortKY)

**ROLL CALL**

**CEREMONIAL – BLACK HISTORY MOMENT**

**The City of Frankfort welcomes D ‘Corey Johnson & mother Nakia Johnson from Louisville, Kentucky. D ‘Corey will sing the black national anthem.**

**CITIZEN COMMENTS**

**CONSENT CALENDAR**

Items on the Consent Calendar are considered 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.

- 1. Minutes – Special Meeting, January 6, 2022; Work Session, January 10, 2022; Special Meeting, January 18, 2022; Special Meeting, January 19, 2022; Special Meeting, January 20, 2022; Regular Meeting, January 24, 2022.**
- 2. Liquid Alum Contract with USALCO– Sewer**

The purpose of this memo is to recommend approval of a contract with USALCO to provide Liquid Alum to the City of Frankfort Sewer Department and for the Mayor to sign all related documents. The Sewer Department’s Kentucky Pollutant Discharge Elimination System (KPDES) Permit currently has a seasonal limit on phosphorus in our effluent based upon the flow of the Kentucky River. The Sewer Department utilizes the USGS gauging station located just upstream of Lock 4 to monitor river flow. Between November 1 and April 30, the KPDES Permit does not require the Sewer Department to monitor for phosphorus; however, between May 1 and October 31, total phosphorus in the effluent is limited to the following:

River Flow	Maximum Discharge
Kentucky River > 800 cfs	Phosphorus must be reported
Kentucky River between 470 and 800 cfs	2.0 mg/liter monthly average
	3.0 mg/liter weekly average
Kentucky River < 470 cfs	1.0 mg/liter monthly average
	1.5 mg/liter weekly average

Aluminum Sulfate binds with the phosphorus in the effluent and causes it to settle out in the clarifiers. The phosphorus is then wasted with the Department’s biosolids. Publication of the bid was placed in The State Journal and on the DemandStar Network on December 19th and 20th respectfully. The Sewer Department received bids on December 29, 2021. The only bid that was received was from USALCO for \$1.468 per gallon. Failure to purchase the Aluminum Sulfate will result in permit violations during summer months when we must meet the above maximum discharge limits for phosphorus. The contract is for a period of one year with the option to extend the contract for 4 one-year periods subject to mutual agreement between both parties. Liquid Alum is in the FY21-22 budget and is budgeted at \$100,000.00 per year. Staff recommends that the Mayor and City Commission approve the Liquid Alum Contract with USALCO. Once approved FSD will send a P.O. Requisition to Finance for the budgeted amount of \$100,000.00.

Attachments: Memo, Contract, Notice of Award  
Suggested Disposition: Receive and File; Approve

**3. Amendment 6 to Professional Services Agreement with Palmer Engineering Company, Inc. for Fort Boone Pump Station Project – Sewer**

The purpose of this memorandum is to request approval from the City Commission for Amendment 6 to a Professional Agreement with Palmer Engineering Company, Inc. in the amount of \$11,950.00 for the realignment of the force main through Buffalo Trace – Blanton Property for the Fort Boone pump station project and to authorize the Mayor to sign all related documents. In June 2015 the commission approved a contract with Kenney Construction to construct the Fort Boone Pump Station. Kenney Construction started the project but due to conflicts with gas lines halted the project in December 2015. Due to Kenney Construction not returning to the jobsite the Commission voted to terminate the contract and active the performance bond. This amendment is to cover the additional costs incurred by the design engineer in dealing with the contractor leaving and additional work required for submitting the claim to the Bonding Company. Due to the default of the initial contractor on this project the design engineer has incurred extra time dealing with issues of extra meetings and required documentation to submit claims to the bonding company. This amendment is for condition changes resulting from recent Buffalo Trace Activities. In December of 2021, Buffalo Trace entered into an Agreement with the City to grant an easement through the Blanton Property. This shorter route is expected to save approximately \$40,000 and have less traffic impact on Compton Drive.

Original Agreement	\$60,700.00
Amendment #1	\$2,000.00
Amendment #2	\$49,500.00
Amendment #3	\$51,350.00
Amendment #4	\$30,250.00
Amendment #5	\$74,827.50
Amendment #6	\$ 11,950.00
Total	\$280,577.50

The project will accept bids as originally designed (along Compton Drive) and with an alternate bid (Buffalo Trace – Blanton Property) to obtain KDOW permit and utilities clearances. This amendment is to prepare the project for bidding and solicitation of a contractor to construct the project. The cost of this amendment is \$11,950.00. This item is in the FY 20-21 budget for completion. Staff recommends approval. The Frankfort Sewer Department will initiate a purchase order requisition to the Finance Department to generate a purchase order for Palmer Engineering Company in the amount of \$11,950.00.

Attachments: Memo, Contract Amendment No. 6  
Suggested Disposition: Receive and File; Approve

**4. Private Sewer in Right of Way Transfer – Kinnaird Agreement – Sewer**

The purpose of this memo is to recommend approval of the agreement with Michael and Margaret Kinnaird for the City to accept the existing private sewer in the right of way and for the Mayor to sign all related documents. The City received interest from several properties owners to connect to the sanitary sewer system due to failing septic tank on their property. Previously, Mr. and Ms. Kinnaird have constructed a private pump and force main lateral from their home to the public sewer on Inverness Road. The adjacent property owners indicated they would like to connect to this private force main. KDOW requires multiple private connections to be served by a public sewer entity. To allow these nearby properties owners to connect, the City of Frankfort would accept ownership and maintenance of the force main located in the right of way. The three properties have indicated a willingness to connect to the sanitary sewer. A fourth property will be offered the opportunity to connect to the force main with an extension. Staff will apply all Sewer Use Ordinance in place. Staff recommends the City Commission approve the Agreement with Mr. and Ms. Kinnaird. Once the Sewer Extension is approved, FSD will prepare plans and submit a permit application to the KDOW for final approval from the State.

Attachments: Memo, Agreement  
Suggested Disposition: Receive and File; Approve

**5. Miami Trails Construction Contract – Sewer**

The purpose of this memo is to request approval of a construction contract with LAGCO for the Miami Trails Sanitary Sewer Project and for the Mayor to sign all related documents. A Preliminary Engineering Report (PER) was completed in 2020 to replace or eliminate the Miami Trails pump station. The conclusion of the PER was a recommendation to eliminate the MTPS by use of a new gravity sewer to take the MTPS flow directly to the Chinook PS. This project will eliminate one pump station and provide better service in that area. The Miami Trails Sanitary Sewer project will install approximately 3,300 LF of 12-inch gravity sanitary sewer and eliminate FSD's Miami Trails Pump Station. FSD advertised for bids in October 14, 2021 and bids were opened on November 17, 2021. We received a total of five bids and LAGCO was determined to be the lowest qualified bidder. Below is a list of bidders and the amounts:

Name	Total Bid Price
Norris Brothers Excavating	\$2,443,800.00
<b>Lagco Inc.</b>	<b>\$2,699,258.00</b>
Smith Contractors, Inc.	\$3,294,300.00
Cleary Construction Inc.	\$3,785,070.00
MAC Construction & Excavating, Inc.	\$4,900,000.00

The bid from Norris Brothers Excavating was thrown out due to many deficiencies in their bid. LAGCO Inc. also had deficiencies in their bid but corrected those within 24 hours of requesting the corrected documents. Staff recommends the City Commission approved the construction contract with LAGCO in the amount of \$2,699,258.00. The Sewer Department will send a requisition to Finance in the amount of \$2,699,258.00.

Attachments: Memo, Engineer's Recommendation Letter, Bid Tabulation, Notice of Award, Contract  
Suggested Disposition: Receive and File; Approve

**6. Peracetic Acid Contract with Evonik Corporation – Sewer**

The purpose of this memo is to recommend approval of a contract with Evonik Corporation to provide Peracetic Acid to the City of Frankfort Sewer Department and for the Mayor to sign all related documents. The Department's Kentucky Pollution Discharge Elimination System (KPDES) Permit requires that the effluent discharged by the WWTP not exceed a monthly average for E Coli of 130 colonies per 100 milliliter and the weekly average cannot exceed 240 colonies per 100 milliliters. The Department uses ozone to meet these limits but uses PAA as a supplemental chemical due to equipment limitations. Publication of the bid was placed in The State Journal and on the DemandStar Network on December 19th and 20th respectfully. The Sewer Department received bids on December 29, 2021. The bids are listed below:

Evonik Corporation	\$5.595 per Gallon
54 Water	\$6.47 per Gallon
Envirotech	\$7.20 per Gallon

The contract is for a period of one year with the option to extend the contract for 4 one-year periods subject to mutual agreement between both parties. It is estimated that the Sewer Department could use up to 25,000 gallons of PAA during the coming year for a total cost of \$140,000 at \$5.595 per gallon; however, the amount of PAA used is directly dependent upon the amount of wastewater treated at the plant. Peracetic Acid is in the FY21-22 budget and is budgeted at \$100,000.00 per year. Staff recommends that the Mayor and City Commission approve the Peracetic Acid Contract with Evonik Corporation. Once approved FSD will send a P.O. Requisition to Finance for the budgeted amount of \$100,000.00.

Attachments: Memo, Contract Agreement, Notice of Award, Bid Tab  
Suggested Disposition: Receive and File; Approve

## **7. Sewer Extension with 2020 LLC**

The purpose of this memorandum is to request City Commission approval for a sewer extension contract with 2020 Center, LLC and for the Mayor to sign all related documents. 2020 Center, LLC owns the property at 2020 Lawrenceburg Road and wishes to construct a sewer extension for future development of that property. The developer of 2020 Center, LLC located at 2020 Old Lawrenceburg Road has requested a sanitary sewer extension to serve this property. Through the review process, FSD has put numerous hours of work in helping the developer and engineer and were met with resistance during the entire design process. FSD attempted to steer the developer in a better direction multiple times but the developer decided to pursue the issue with the City Solicitor and the City Manager. FSD put the sewer extension on the June agenda for approval and the City Commission removed it from the agenda due to concerns from neighboring homeowners.

FSD then set up a meeting with the developer, developer's engineer and the adjacent homeowners. The developer was adamant that he would not pay for any of the fencing removal or replacement due to his project. FSD agreed to shoulder the cost of the fencing removal and replacement. FSD gave the Commission an update during the August meeting and the Commission had concerns with FSD shouldering the cost of the fencing removal and replacement, as this is historically a cost born by the developer for private projects such as these. The Commission asked staff to investigate other options.

FSD set up another meeting with the City Solicitor, City Manager and the developer. The City Manager made it very clear in the meeting that the Commission would not approve the sewer extension through the back yards of the homeowners with the City bearing the cost of the fencing. The developer agreed to look at other areas and send it back to FSD for review. FSD prepared a preliminary cost estimate for the developer and found the alternate route which would not impact any homeowners to be comparable in cost to the original. After another meeting in December, the developer presented sufficient evidence that the project would be more costly than originally expected. The developer also agreed to bear the cost of having the fences replaced by the homeowners. The signed agreement will give resident legal recourse should the developer not replace what was removed. As a reminder, while the City works with homeowners and developers to accommodate everyone when projects require work in the easements, anyone who builds in an existing easement takes the risk that structures, trees, etc. that are placed there might have to be removed to allow use of the easement. Staff recommends the City Commission approve the sewer extension contract with 2020 Center, LLC. Once the Sewer Extension is approved, FSD will send a letter to the KDOW for final approval from the State.

Attachments: Memo, Contract

Suggested Disposition: Receive and File; Approve

## **8. Police Department Vehicle Repair Payment – Police**

The purpose of this memo is to request payment for the repair of one (1) 2020 Ford Utility Police Interceptor patrol vehicle utilizing funds received from our insurance provider and authorize the Mayor to sign all related documents. This vehicle was repaired by Scotty Dunn's Custom Body Shop. The Police Department works to maintain the overall quality of the fleet vehicles. The 2020 Ford Utility Police Interceptor was severely damaged during a collision in July 2021. Due to a parts shortage, the repair took longer than expected. The original repair estimate was \$19,592.06. The city received insurance funds, minus the \$1,000.00 deductible of \$18,592.06. Once the repairs began, it was discovered that the vehicle was damaged more extensively than originally thought. Scotty Dunn's Custom Body Shop submitted a final invoice totaling \$24,986.24. A supplemental claim has been filed with the city's insurance provider for the additional \$5,394.18, and we are awaiting payment. The Police Department is asking that payment be made to Scotty Dunn's Custom Body Shop for the repair of one (1) 2020 Ford Utility Police Interceptor patrol vehicle. Insurance funds will be used to pay for the repair. Total repair cost, \$24,986.24. Staff recommends the approval of payment to Scotty Dunn's Custom Body Shop for the repair of one (1) 2020 Ford Utility Police Interceptor patrol vehicle. After the payment is approved, Asst. Chief Napier will request a purchase order and provide payment to Scotty Dunn's Custom Body Shop utilizing insurance funds from account 100.43.54315.

Attachments: Memo, Estimate, Bill

Suggested Disposition: Receive and File; Approve

## **9. SkillBridge MOU – Fire**

The purpose of this memorandum is to request the Board of Commissioners (BOC) to authorize the Mayor to execute a Memorandum of Understanding (MOU) between the Office of the Under Secretary of Defense for Personnel and Readiness, U.S. Department of Defense (DoD) and the Frankfort Fire Department (FFD) to establish a SkillBridge program for the recruitment of new recruits and authorize the Mayor to sign all related documents. As with all public safety organizations, the Fire Department is finding meaningful new methods to find and attract quality applicants. Identical to the SkillBridge program recently approved for the police department, the DoD SkillBridge personnel has reached out requesting the Fire Department to serve as one of the state's first two pilot programs for its fire and EMS program. While new and offered as a pilot program, this is a resource that we can use to recruit from a new, targeted application pool from within our military bases in Kentucky and other locations around the United States. The DoD SkillBridge program encourages Service members to capitalize on training and development opportunities, received throughout their military career, so they can continue to serve, develop, and ultimately transition to the civilian side of their training programs.

This MOU sets up parameters for the participation of transitioning Service members into fire department's proposed SkillBridge Program. Since we run our own training academy and offer a wide range of educational programs specific to fire and EMS, this offers us the unique opportunity to work side by side with our exiting Service members. While member qualification to participate begins with 180 days prior to discharge, we can bring these personnel into the program at any time. This MOU does not prevent the Service members from taking part in the routine hiring process of the department as they would still have to apply and participate in the standard hiring process. Once placed on the hiring list and the service member becomes eligible, we would be able to select the Service members to attend our academy as part of this program. During the service members participation in the program, they are still under the funding of the DoD until their discharge date. Upon discharge, the service members must commit to 3 years of service to our organization. Ultimately, participation in this program would allow us to recruit personnel from the military with like interest and training, train the new recruit while under DoD funding, and receive a qualified employee at a significant cost reduction. Cost savings are estimated at \$16,000.00 - \$20,000.00 per recruit. There is no cost impact for entering into this agreement. Staff recommends approval for the Mayor to execute a Memorandum of Understanding (MOU) between the Office of the Under Secretary of Defense for Personnel and Readiness, U.S. Department of Defense (DoD) and the Frankfort Fire Department (FFD) to set up a SkillBridge program and authorize the Mayor to sign all related documents. This is a similar MOU as what the BOC previously approved with the Police Department.

Attachments: Memo, Memorandum of Understanding (MOU)  
Suggested Disposition: Receive and File; Approve

## **10. Brighton Park Detention Basin MOU – Public Works**

The purpose of this agenda item is to seek Commission approval of a Memorandum of Agreement (MOU) between the City, Franklin County and Brighton Landmark LLC for cleaning out the existing detention basin on Brighton Landmark LLC property on Brighton Park Blvd, and for the Mayor to sign all related documents. The City and County have been in discussions with Brighton Landmark LLC regarding maintenance of the detention basin near the intersection of Brighton Park Blvd and the access road to Kroger's parking lot. The basin is overgrown with trees and brush, and soil has deposited in the basin over the years. Once cleaned out, the function of the basin could be improved, analyzed, and modified if needed to help protect downstream. In order to expedite the process, the City and County will clean out the basin in accordance with the terms in the MOU. The City has donated their time and materials as part of the negotiation with Brighton Landmark LLC, to further expedite the work. The future long-term maintenance will be the responsibility of Brighton Landmark. Staff recommends approval of the MOU and for the Mayor to sign all related documents.

Attachments: Memo, Memorandum of Understanding (MOU)  
Suggested Disposition: Receive and File; Approve

## **11. 2022 Special Events – Community Engagement**

To request authorization for the City of Frankfort to enter into agreements and/or support community special events for 2022 and to authorize the Mayor to sign all related documents. The City of Frankfort permits special events per chapter 71, sections 71.5 to 71.65 of the City of Frankfort Code of Ordinances. A permitted special event applies to any activity which occurs on public or private property that will affect the ordinary use of the public property, public streets, rights-of-way, on-street parking, or sidewalks. In 2021, the city permitted and/or hosted 28 individual special events. These included the DFI Summer Concert Series, several runs, barricaded street closures, and festivals. It is estimated special events attracted close to 10,000 people in 2021, making events an important tourism and economic driver in the community.

Special events require the support of city staff from the Emergency Management, Parks and Recreation, Public Works, Police, and Special Projects departments. Typical events range from using 10-20 total city staff per event, and range from 8-12 hours per staff, per event. To be good stewards of city resources and to balance the benefit of special events in the community with staffing needs, the Project Specialist/Community Engagement is proposing several special event permit process changes for the 2022 event season. These changes pertain to making the permit process more collaborative between city staff and event organizers, to allow for better communication, planning, and implementation of events. An important process change is the utilization of Memorandum of Understanding agreements, to be approved by the Board of Commissioners, with major community events, to allow the organizing entity and the City to partner for event planning and management, and to allow for complimentary use of city services. This system will allow for better planning and support for these events, and for the city to play a formal supporting role in events that are pillars in our community.

There are seven (7) items for the Board of Commissioners approval. Staff time from Emergency Management, Public Works, Parks and Recreation, and Special Projects will be used to implement all events, at an average cost of \$4,000-\$8,000 in kind per event. A total of \$10,000 in cash contributions is requested, \$5,000 for the FORR Juneteenth event, and \$5,000 for the Bourbon on the Banks festival. Staff recommends approval of all agreements. These event agreements allow for better planning for city staff and broad community support for special events in the city of Frankfort.

Attachments: Memo, Special Event Agreements, FORR Juneteenth Event Information, Bourbon on the Banks staff analysis, Bourbon on the Banks sponsorship information  
Suggested Disposition: Receive and File; Approve

## **12. 2022 CLG Grant Application for Historic Preservation Impact Analysis – Grants**

Staff requests authorization to apply for a Certified Local Government Grant in the amount of \$24,999 to hire an economic consulting firm to conduct a study of impacts of local historic preservation activity on Frankfort's local economy and to have the mayor sign the application for submittal before the March 4, 2022 deadline and to authorize the Mayor to sign all related documents. With the impending update to our Comprehensive Plan and a newly developed Strategic Plan, the timing is appropriate to apply for a grant to help quantify the benefits of historic preservation planning and policy in our community. The results of such a study may help to change the ongoing negative perceptions of the costs and benefits of historic preservation, which has been part of our public policy for over 35 years. It will also help to determine whether expanding planning efforts into historic but not yet designated communities (such as Belle Pointe, Montrose Park, Holmes Street, or newly identified significant resources/neighborhoods associated with our African American heritage) are worthwhile to provide financial incentives (in the form of eligibility for federal and state historic rehabilitation tax credits) for property maintenance, rehabilitation, and to further economic development and other goals. We are requesting a cash match of \$20,001.00 to meet the projected budget of \$45,000.00. The project end date allows the cash match to be spread over two fiscal years. Historic Preservation, Planning & Community Development, Finance, and Grants Management staff met internally to discuss, and all endorse this request for authorization for this project. In addition, the Architectural Review Board passed a resolution of support of a grant application to support this economic impact study at its February 9, 2022 work session.

Attachments: Memo, Executive Summary, Application  
Suggested Disposition: Receive and File; Approve

13.

<b>Personnel Action</b>	<b>Employee</b>	<b>Department</b>	<b>Date</b>	<b>Position</b>
Promotion	Shane Music	Police	2/22/22	Police Sergeant to Police Lieutenant
Promotion	Darrell Scott Tracy	Police	2/22/22	Police Lieutenant to Police Captain
Resignation	Jarod Gagel	Fire	1/28/22	Firefighter

Attachments: Jarod Gagel letter of resignation  
Suggested Disposition: Receive and File; Approve

### **BOARDS**

**1. Board of Parks Commissioners - Reappointment of Polly Coblin expiring 5-1-25.**

Attachments: Letter from the Mayor, Appointee information  
Suggested Disposition: Receive and File; Approve

**2. Board of Parks Commissioners - Appointment of Quentin E. Coleman (filling vacancy) expiring 5-1-26.**

Attachments: Letter from the Mayor, Appointee information  
Suggested Disposition: Receive and File; Approve

### **ACTION ITEMS**

These are items where discussion is held by the City Commission. Items such as Ordinances, Orders and Resolutions are discussed under this section of the agenda. Public comments are not allowed except as authorized by the Mayor.

**1. Police Vehicle Surplus Order**

The purpose of this memo is to request the surplus of one (1) 2013 Ford Interceptor Police Utility, and to authorize the Mayor to sign all related documents. This vehicle will be sold by electronic auction. The Police Department continues to maintain a quality fleet that will allow officers to fulfill their duties throughout their workday. Part of the maintenance to the fleet includes ridding the department, through surplus, of vehicles that become fiscally irresponsible to maintain. The one (1) vehicle in question has reached its limit where it is not worth the city continuing the maintenance and upkeep. The 2013 Ford Interceptor Police Utility has approximately 122,000 miles and needs an engine. Total repairs are approximately \$5,700.00. The budget impact would be minimal. We would not be paying to repair the vehicle and it would be removed from the city's insurance. Staff recommends the approval of the surplus of 2013 Ford Interceptor Police Utility and allow it to be sold by electronic auction in accordance with KRS 424.130(1)(b).

Attachments: Memo, Order  
Suggested Disposition: Receive and File; Adopt Order



## **2. Authorization to Pre-hire – Fire**

The purpose of this memo is to request authorization to extend a final offer of employment to seven (7) candidates on our current eligibility list. As we have witnessed, July of each calendar year is a desirable time for members of the Fire department to retire. These retirements typically leave budgeted positions unfilled until new recruits can be hired and trained before the organization witnesses' relief. These vacancies often result in increased demand for overtime on current staff. An example of this increased demand for overtime happened in the first two quarters of FY 22 after losing 10 members to retirement. During this time, the department witnessed unprecedented demands for mandatory overtime and morale within the organization suffered some. While the City has routinely budgeted for a full staff (as recently as FY22), the Fire department has repeatedly requested authorization to hire additional personnel in anticipation of upcoming vacancies. While the exact numbers of potential vacancies the department will have in July remains somewhat unknown, we believe 6-8 people is a reasonable estimate.

We are currently in the final stages of a hiring process that will allow us the opportunity to offer employment to seven (7) qualified candidates by the middle of February. Our goal will be to hire this group of candidates to begin our four-month long recruit school in mid-March. This will give us the opportunity to complete their initial training academy and release them to perform shift work before expected retirements occur. While this will temporarily create personnel counts above full staffing limits, we will reduce the cost of mandatory overtime and limit mental fatigue witnessed by staff that has previously occurred as a result of the time lapse between retirement and new employee shift work.

Based on current salary and retirement contributions, this request will result in an estimated budget impact of \$121,707.64 in personnel/ retirement cost and \$35,000.00 in uniforms and fire gear for FY 22 budget. Staff recommends the Board of Commissioners approve authorization to extend a final offer employment to seven (7) candidates on our current eligibility list with an associated budget impact of \$130,000.00 - \$140,000.00 in personnel/ retirement cost and \$35,000 in uniforms and fire gear for FY 22 budget.

Due to increased revenues from our participation in the Medicaid Enhanced Payment Program, we have increased our EMS revenue by \$410,00.000 for FY 22. Since these funds were because of new legislation, these funds were not included in our FY 22 budget as revenues due to an unknown budget impact at the time. This new revenue should off-set all cost associated with this hire request.

Attachments: Memo

Suggested Disposition: Receive and File; Approve

## **3. Paddocks of Frankfort TIF District Development Agreement**

Attachments: Development Agreement

Suggested Disposition: Receive and File; Approve

## **4. Resolution for Joint Task Force for Invasive Species**

Attachments: Resolution, Draft Plan

Suggested Disposition: Receive and File; Adopt Resolution

## **5. Resolution in support of KSU**

Attachments: Resolution

Suggested Disposition: Receive and File; Adopt Resolution

## **6. Resolution in support of Frankfort Focus on Race Relations (FORR) and the City of Frankfort's Juneteenth Celebration**

Attachments: Resolution

Suggested Disposition: Receive and File; Adopt Resolution

**7. National Renewable Energy Laboratory (NREL)**

Attachments: Scope of Work

Suggested Disposition: Receive and File; Approval

**8. Strategic Initiatives Consultant Contract**

Attachments: Agreement, 2021 Agreement

Suggested Disposition: Receive and File; Approval

**9. Approval of Strategic Plan**

Attachments: Strategic Plan

Suggested Disposition: Receive and File; Approval

**NEW BUSINESS**

**UNFINISHED BUSINESS**

**ADJOURNMENT**