

REVISED 4-22-16

AGENDA

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

APRIL 25, 2016
5:00 P.M. (EDT)

1. INVOCATION

Rev. Darlene Mumford - House of God

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES

March 7, 2016 Special Meeting; March 11, 2016 Joint Meeting;
March 21, 2016 Special Meeting; March 21, 2016 Special Work
Session; March 28, 2016 Regular Meeting

2. CEREMONIAL ITEMS

2.1 Reforest Frankfort – Tee-shirt design winners

- 1st Place - Paige Troutman--\$50
- 2nd Place - Emily Leaman--\$35
- 3rd Place - Kirsten Pilcher--\$20

3. CITIZEN COMMENTS

4. ORDINANCES

4.1 **SECOND READING:** An Ordinance closing a portion of Darby Shire Circle located in River Bend Subdivision, off of US Highway 127.

Purpose: To pass an Ordinance closing a portion of Darby Shire Circle located in River Bend Subdivision, off of US Highway 127.

Background: The Franklin County Fiscal Court has requested the City of Frankfort to close a portion of Darby Shire Circle located off of US 127 in River Bend Subdivision, Franklin County, Kentucky so that it can complete the construction of the driveway to the County's new fire station to be built on Darby Shire Circle. The portion of Darby Shire Circle to be closed is reflected on Attachment A hereto.

Closing this portion of Darby Shire Circle will not affect the use of this roadway by the traveling public. In accordance with KRS 82.405, the owners of all properties which abut the portion of Darby Shire Circle to be closed have been identified and notified in writing of the proposed closing, and have given notarized consent to the closing.

Financial Analysis: The passing of this Ordinance should have no fiscal impact on the City of Frankfort.

This Ordinance had its first reading on March 28, 2016.

Recommendation: Approval.

Attachments:

- Ordinance
- Attachment A
- 2 Maps
- Copy of Consolidation Plat

Contact Person:

Name: Tom Bradley, PE
Title: Director
Department: Public Works
Phone: 502/352-2087
Email: tbradley@frankfort.ky.gov

- 4.2 FIRST READING:** An Ordinance to amend the City of Frankfort’s Special Ordinance 19, 1993 series – Property Assessment and Reassessment Moratorium - by amending the qualifying age of residential structures from 50 yrs old to 25 yrs or older.

Purpose: To amend the City’s Property Assessment and Reassessment Moratorium Ordinance as recommended and previously encouraged by the City Commission and KCDC, by asking staff to consider changing the age criteria of residential structures that could qualify for a property tax assessment moratorium.

Background: The City Commission has recently established several goals to achieve this year. One of those goals is to enhance redevelopment of downtown, and provide more flexibility in an effort to stimulate redevelopment and investment within both the city and within our historic districts. At the request of the City Manager, Franklin County, and a KCDC citizen committee, staff drafted an amended text change to allow existing residential structures at least 25 years old to qualify for the property tax assessment or reassessment moratorium.

Financial Analysis: Minimal – Property owners that seek to apply for the Property Assessment and Reassessment Moratorium will still pay property tax on the pre-improved assessment and after 5 years, will pay property tax on the full post- improvement assessed value.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person:

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

- 4.3 FIRST READING:** An Ordinance for approval of a zone map amendment from Planned Commercial “PC” to Residential “A” District “RA” for a 4.4-acre parcel of property owned by William and Marie Cull that is located at 104 Cove Springs Road in Frankfort, Kentucky. The effective date for the zone change is contingent upon the closing of the property. The property is more specifically described as PVA Map #074-00-00-005.01.

Purpose: Approval of the recommendation of approval by the Frankfort/Franklin County Planning Commission concerning a zone map amendment by the City of Frankfort, on behalf of William and Marie Cull (property owners), who are requesting approval of a zone map amendment from Planned Commercial “PC” to Residential “A” District “RA” for a 4.4-acre parcel of property located at 104 Cove Springs Road in Frankfort, Kentucky. .

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

On April 14, 2016, the Frankfort-Franklin County Planning Commission held a public hearing to consider a zone change request for this property. The public hearing was closed (no one present spoke in opposition to the zone map amendment) and the Planning Commission adopted the report as the summary. They then approved and adopted the findings of fact 1, 2, 3, & 5 as identified within the report, and motioned to recommend approval of a zone map amendment from Planned Commercial "PC" to Residential "A" District "RA" for a 4.4-acre parcel of property located at 104 Cove Springs Road based on the findings of fact. The motion to recommend approval of the requested zone map amendment passed unanimously 9-0.

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

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

Recommendation: I recommend that the City Commission approve the recommendation of approval by the Frankfort/ Franklin County Planning Commission for a zone map amendment, from Planned Commercial "PC" to Residential "A" District "RA" for a 4.4-acre parcel of property owned by William and Marie Cull that is located at 104 Cove Springs Road in Frankfort, Kentucky. **The effective date for the zone change is contingent upon the closing of the property.** The property is more specifically described as PVA Map #074-00-00-005.01.

Attachments:

- Rezoning Ordinance
- Legal Description of property to be rezoned
- Adopted Findings of Facts
- Staff Report reviewed by the Frankfort/Franklin County Planning Commission.
- **(Minutes from the April 14, 2016 meeting will be made available upon completion)**

Contact Person:

Name: Gary Muller
Title: Planning and Building Codes Director
Department: Planning
Phone: 502/352-2100
E-mail: gmuller@frankfort.ky.gov

4.4 FIRST READING: An Ordinance amending Chapter 50, Section 50.03 of City's Code of Ordinances to allow property owners to exchange their trash containers for containers of a different size at any time during the year.

Purpose: To pass an ordinance amending Chapter 50, Section 50.03 of City's Code of Ordinances to allow property owners to exchange their trash containers for containers of a different size at any time during the year.

Background: Chapter 50, Section 50.03 of City's Code of Ordinances currently only allows property owners to exchange their trash containers for containers of a different size at two times during the year. The proposed revision would allow property owners to exchange their trash containers for containers of a different size at any time during the year in accordance with the procedure set by the Department of Public Works.

Financial Analysis: There will be no fiscal impact to the City as a result of this amendment.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person:

Name: Tom Bradley
Title: Director
Department: Public Works
Phone: 502/352-2087
Email: tbradley@frankfort.ky.gov

5. ORDERS - NONE

6. RESOLUTIONS

- 6.1** A Resolution authorizing the filing of an application for 2016 Transportation Investment Generating Economic Recovery (TIGER) grant funds and designating the Mayor to execute all grant documents pertaining to this application.

Purpose: To authorize the filing of an application for 2016 Transportation Investment Generating Economic Recover (TIGER) grant funds and designating the Mayor to execute all grant related documents.

Background: The Department of Transportation's National Infrastructure Investments is currently accepting applications for projects for the 2016 Transportation Investment Generating Economic Recovery (TIGER) grant program. Overall funding for TIGER grants is \$500 million nationwide with \$120 million set aside for rural areas. The City of Frankfort is defined as a Rural Area. A Rural Area is defined as any area not in an Urbanized Area which is defined by the Census Bureau as an area that contains 50,000 or more people. TIGER grants are discretionary grants that include highway and bridge projects, public transportation projects, freight rail, high-speed rail and port infrastructure. Priority projects will include State of Good Repair (improving condition of existing transportation systems), Economic Competitiveness, Quality of Life, Environmental Sustainability and Safety. Staff would like to apply for funding for all areas of the Greening America's Capitals Project including the Second Street Corridor not to exceed \$5 million.

Financial Analysis: Projects that are within a Rural Area can apply for funding from minimum \$1 million to maximum \$10 million. Rural projects do not require any local or state match, however, demonstrating non-Federal financial contributions will increase the competitiveness of the application. Our local contribution for Engineering/Design and any state appropriation will increase the competitiveness of our application.

Recommendation: Approval

Attachment:

- Resolution

Contact:

Name: Rebecca Hall
Title: Grants Manager
Department: City Manager
Phone: 502/875-8500
E-Mail: rhall@frankfort.ky.gov

7. CONSENT CALENDAR

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

- 7.1** Authorization to renew a contract with Source Technologies LLC to provide odor control services for the west side of Frankfort and authorize the Mayor to sign all related documents (Sewer Department).

Purpose: The purpose of this item is to consider a renewal of a contract with Source Technologies LLC to provide odor control services for the west side of Frankfort and authorize the Mayor to sign all related documents.

Background: On April 16, 2012 the City of Frankfort entered into a contract with Source Technologies for odor control on the west side of Frankfort. This odor control service was publically advertised and bid with an internet based reverse bidding. The contract was approved by the City Commission on March 26, 2012. The contract was for one year of odor control with the option of four (4) one year renewals. The contract includes the leasing of odor control equipment, chemicals to control the odors, and also requires Source to perform monthly tests to verify the dosages are correct. These units are installed at six pump stations in west Frankfort and were specifically positioned to provide odor control for the majority of the system west of the Kentucky River.

As part of this contract, Source Technologies directly responds to customer complaints. This has led to a reduction in overtime for responding to odor complaints and also allowed more time during normal working hours to work on system maintenance and repair. Over the last year there has been much less odor complaints from west Frankfort and the Sewer Department is very pleased with the service and results from Source Technologies.

The contract renewal is recommended to be awarded to Source Technologies LLC for \$152,250.00 which is equal to last year's fee of \$150,738.00 plus 0.01% for a CPI increase for 1 additional year of service.

Financial Analysis: Funding is available in account # 300.68.54335, the account from which all chemicals for the Department are purchased. The budget for this account is \$650,000 for all Department chemical purchases for the Fiscal Year, and as of February 29, \$381,559 has been expended and encumbered.

Recommendation: Approval

Attachment:

- Contract Renewal Letter

Contact Person:

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

- 7.2** Approval of a construction contract to Stewart Richey Construction, Inc., for rehabilitating approximately 12,000 feet of sanitary sewer mains in the Rolling Acres Subdivision and to authorize the Mayor to sign all documents related to the project. Work will include the installation of cured-in-place sewer pipe liner, point repairs and service connection replacements (Sewer Department).

Purpose: To award a construction contract to Stewart Richey Construction Inc., for installing approximately 12,000 feet of cured-in-place sewer pipe liner, point repairs and service connection replacements in the Rolling Acres Subdivision and to authorize the Mayor to sign all documents related to the project.

Background: The Sewer Department received and publicly opened bids on March 30, 2016 for the installation of approximately 12,000 feet of cured-in-place sewer pipe liner, point repairs and service connection replacements in the Rolling Acres Subdivision. We received 3 bids and Stewart Richey Construction Inc. was the lowest qualified responsible bidder at \$1,488,276.00. We request approval of \$1,488,276.00 + 10% for change orders for a total of \$1,638,276.00. Change orders up to the 10 percent will be administratively reviewed by KIA and staff.

This work is being performed because of excessive Inflow and Infiltration (I&I) in the area. This excessive flow caused by the I&I can cause sanitary sewer overflows in the downstream lines. Our Consent Judgment requires the Sewer Department to identify and eliminate these sources of I&I.

Financial Analysis: Funds are available in account 300.68.54655. The budget for this account is \$16,760,000 and as of February 29, \$6,247,049 has been expended or encumbered.

Recommendation: Approval

Attachments:

- Engineer's Recommendation Letter
- Bid Tab
- Project Map

Contact Person:

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

7.3 Authorization to amend a Professional Agreement with Qk4 for Engineering Assistance During Construction and Construction Inspection for Phase 1 of the Rolling Acres Neighborhood I&I project and to authorize the Mayor to sign all related documents (Sewer Department).

Purpose: The purpose of this item is to award an amendment to Professional Agreement to Qk4 for Engineering Assistance during Construction and Construction Inspection during rehabilitation of the sanitary sewers in Phase 1 of the Rolling Acres Neighborhood I&I project and to authorize the Mayor to sign all related documents.

Background: In December 2014, Qk4 was awarded a contract for analysis, design services and bidding support to rehabilitate the sanitary sewers in Phase 1 of the Rolling Acres Neighborhood I&I project. This is an amendment to the contract to include engineering assistance during construction and construction inspections.

The project includes 12,000 feet of pipe lining, 50 open cut point repairs and open cut replacement of 200 property service connections. The time extents of the project is 300 days.

The Rolling Acres Neighborhood is upstream of one of Frankfort's SSOs, all of which are to be eliminated according to the Consent Judgment with KDOW. As such, this neighborhood has been identified as a source of Inflow/Infiltration (I&I) and has been targeted for I/I elimination through rehabilitation. Due to the size of the neighborhood and the severity of the defects in the sanitary sewers, this project has been broken down into two phases.

Amendment 1: The purpose of amendment 1 is engineering assistance during construction and construction inspections. This work includes the following:

I.	Prepare final contract and shop drawing review:	\$10,400.00
II.	Full-Time Inspection (up to 34 weeks):	\$102,000.00
III.	Construction Administration:	\$30,700.00
IV.	Final As-builts/ PACP CCTV submittal:	\$13,400.00
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	TOTAL	\$156,500.00

Note: Frankfort Sewer department staff including Katie Beard and Robert Barker will be performing some of the work in house saving the city \$18,600 on this contract.

The total contract amount is summarized below:

Original Contract	\$ 118,000
Amendment 1	\$ 156,500
Total	\$ 274,500

Contract is not to exceed \$156,500.00

Financial Analysis: Funds are available in account 300.68.54655. The budget for this account is \$16,760,000 and as of February 29, \$6,247,049 has been expended or encumbered.

Recommendation: Approval

Attachment:

- Amendment Agreement

Contact Person:

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

7.4 Authorization to award a contract to Smith Contracting, Inc. for construction of a pump station to replace the West Frankfort Pump Station located at 1029 Louisville Road and to authorize the Mayor to sign all documents related to the project. (Sewer Department)

Purpose: To award a contract to Smith Contracting, Inc. for construction of a pump station to replace the West Frankfort Pump Station located at 1029 Louisville Road and to authorize the Mayor to sign all documents related to the project.

Background: This is a major pump station on the West side of town that averages pumping over a million gallons a day. The current station was brought on line in 1981 and has surpassed the 25 year design life. Due to capacity issues there is 1 SSO right beside this pump station.

The project was advertised publicly on February 28 and bids were opened on March 17. We received 6 bids and Smith Contractors, Inc. was the low bidder at \$ 2,860,000.00 and met all bid requirements. The engineer's original estimate was \$3,300,000.00. The other bidders were MAC Construction for \$3,388,000, Building Crafts, Inc. for \$2,943,404, Dougan & Myers for \$3,373,222, Pace Contracting for \$3,390,000, and Herrick Company for \$3,122,000. This project is being funded by a \$3,731,000 State Revolving Fund (SRF) loan through the Kentucky Infrastructure Authority (KIA) at 1.75%. We request approval of \$2,860,000.00 + 10% for change orders for a total of \$3,146,000.00. Change orders up to the 10 percent will be administratively reviewed by KIA and staff. Any change order larger than \$10,000.00 will be brought before the commission.

Original Contract \$3,146,000.00

Financial Analysis: Funds are available in account 300.68.54655. The budget for this account is \$16,760,000 and as of February 29, \$6,247,049 has been expended or encumbered.

Recommendation: Approval

Attachment:

- Engineer's Recommendation
- Bid Tab
- Map

Contact Person:

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

7.5 Authorization to amend a professional services agreement with GRW Engineers for the design of a Pump Station along US 60 and US 127, to replace the West Frankfort Pump Station (Sewer Department).

Purpose: The purpose of this item is to award an amendment to the professional services agreement with GRW Engineers for design and bidding services for a new Pump Station along the US 60 and US 127 corridor to replace the West Frankfort Pump Station. This project is estimated to eliminate 1 sanitary sewer overflow.

Background: West Frankfort Pump Station pumps majority of sewage on the west side of town. The station was built in 1981 and has surpassed its useful life. With the growth on the west side of town, the station is undersized and has recently started bypassing during wet weather. This contract will cover evaluation, design, and bidding.

Amendment 1: The purpose of amendment 1 is construction administration and resident representation costs during construction. This includes 12 months of construction administration for \$48,000, 12 months of resident representation for \$120,000 and assistance and close out of KIA loan for \$13,000.

The total contract amount is summarized below:

Original Contract	\$ 225,000
Amendment 1	<u>\$ 181,000</u>
Total	\$ 406,000

Financial Analysis: Funds are available in account 300.68.54655. The budget for this account is \$16,760,000 and as of February 29, \$6,247,049 has been expended or encumbered.

Recommendation: Approval

Attachment:

- Amendment 1(Draft)

Contact Person

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

7.6 Approval of an amendment to the construction contract with Kenney Inc. for construction of a new pump station, approximately 550-feet of 8-inch gravity line and 272-feet of 8-inch force main and to authorize the Mayor to sign all documents related to the project (Sewer Department).

Purpose: To approve an amendment to the construction contract Kenney Inc for construction of a new pump station, approximately 550-feet of 8-inch gravity line and 272-feet of 8-inch force main and to authorize the Mayor to sign all documents related to the project.

Background: The Sewer Department received bids on June 2 for construction of a new pump station and approximately 550-feet of 8-inch gravity line and 272-feet of 8-inch force main along Reilly Road. This will replace the current station that was brought on line January 1995. This station has reached its 20 year design life and is also under capacity. This project is listed by name in the Consent Judgment and is an active SSO.

We received 3 bids and Kenney Inc. was determined to be the lowest responsible bidder at \$541,214.00. The Engineer’s estimate was \$600,000.00.

This project will mitigate one SSO for the Consent Judgment.

Change Order # 1: This amendment is due to the discovery during construction of an incorrectly located gas main. The gas main in question was approximately 25 feet from where they located it for the 811 locate. These charges are for the delay and the extra work incurred by the contractor trying to resolve the issue. Since the line was not where Columbia Gas thought it was, the engineer was also not aware of the issue. Had Columbia Gas known the actually location during design, it would have required moving at an estimated cost of \$15,000 to \$20,000. Since Columbia Gas improperly located the line, they have not charged the sewer department for the relocation.

Original Contract	\$ 541,214.00
Change Order 1	\$ 9,578.55
Contract Total	\$ 550,792.55

Financial Analysis: Funds are available in Sewer Account No. 300.68.54390. The budget for this account is \$12,005,000 and as of April 30 this account had \$3,102,280 expensed or encumbered.

Recommendation: Approval

Attachments:

- Change Order # 1
- Justification from Contractor

Contact Person:

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

7.7 Authorize the Mayor to sign documents releasing a partial easement release of platted easements for Lot 7a of River Bend Office Park as recorded in Plat Cabinet “K”, Slide 94 in the Clerks’ Office in Franklin County, Kentucky (Sewer Department).

Purpose: The purpose of this item is to authorize the Mayor to sign documents releasing a dedicated 20’ wide utility easement protruding from US127 right of way heading east into Lot 7a of River Bend Office Park.

Background: Franklin County Fiscal Court has purchased several lots within the River Bend Office Park with the intention of constructing a County Fire Station facility. A 20' wide utility easement was created for the electric service and other utilities. Design changes have removed the necessity of this easement. The Sewer Department does not currently have any facilities in the subject easements and does not foresee the need for any in the future.

Financial Impact: None

Attachment:

- Release of Easement (**Currently under City Attorney Review**)

Recommendation: Approval

Contact Person:

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

- 7.8** Assumption of a sewer extension contract for Pine Woods Subdivision, located along US 421 in Franklin County, by Community Trust Bank, Inc. and to authorize the Mayor to sign all documents related to the contract (Sewer Department).

Purpose: To approve a contract with Community Trust Bank, Inc. for the assumption of a contract for sewer extension for the Pine Woods Subdivision in Franklin County, Kentucky and to authorize the Mayor to sign all documents related to the contract.

Background: In March 2006 the City Commission approved a sewer extension contract with Pine Woods Development, LLC for the construction of sewers in the Pine Woods Subdivision located along US 421 in Franklin County. The developer was unable to finish the project and recently the bank has decided to complete the development. This development covers 66 lots and includes 22 manholes and 4,624 lineal feet of sewer pipe.

Financial Analysis: Additional customers added by this sewer extension will increase revenue

Recommendation: Approval

Attachments:

- Contract for Assumption (**Draft**)
- Original Sewer Extension Contract

Contact Person:

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

- 7.9** To authorize the disposal of surplus property by electronic auction and to authorize the Mayor to sign all related documents (Finance).

Purpose: The purpose of this item is to declare various items as surplus to be disposed by public auction, sealed bid or electronic auction.

Background: Department heads have determined that these items were deemed obsolete or no longer required in their area. Items require disposal to provide storage space. We plan to dispose of them by public auction, sealed bid or electronic auction (Gov Deals.com) in May.

Financial Analysis: Proceeds from this should generate revenue for the City of Frankfort.

Recommendation: Approval

Attachment:

- List of surplus items

Contact Person:

Name: Angie Disponette
Title: Deputy Finance Director/Purchasing Agent
Department: Finance
Phone: 502/352-2101
Email: adisponette@frankfort.ky.gov

7.10 To award the bid to purchase (3) propane fueled live fire props to BullEx and to authorize the Mayor to sign all related documents (Fire Department).

Purpose: To award the bid for the purchase of a propane fueled live fire training system to BullEx and to authorize the Mayor to sign all related documents.

Background: The bid to purchase (3) propane training props to BullEx. The training props will be placed at the training building on Kentucky Avenue. The props include an automobile, a pressurized vessel and flammable liquid simulator. A training grant was received from the Kentucky Fire Commission to purchase the training props. Only (1) bid was received.

Financial Analysis: The cost of the training props is \$54,182 and will be paid out of the Training Facility Grant that was received last fall.

Recommendation: Approval

Attachment:

- Proposal Form from BullEx

Contact Person:

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

7.11 To allow the Mayor to sign a mutual aid agreement with Woodford County EMS and any other related documents (Fire Department).

Purpose: To authorize the Mayor to sign a mutual aid agreement with Woodford County Fire and EMS.

Background: Each year every EMS service in the state of Kentucky is inspected by the Kentucky Board of EMS. One of the requirements for re-licensure is having alternative methods of treatment and transportation in place during emergencies, disaster, or atypical call volumes. Neither agency is expected to provide assistance if it is not capable of doing so without unduly jeopardizing the coverage of their own county. This is most often accomplished through mutual aid agreements. The agreement is mutually beneficial for our citizens. Billing is completed by the department providing service and is the responsibility of the patient for payment. Currently there is a mutual aid agreement in place but it needs to be updated with changes of administration. This agreement is for EMS services only.

Financial Analysis: No financial impact

Recommendation: Approval

Attachment:

- Mutual Aid Agreement

Contact Person:

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

- 7.12 To authorize the Mayor to sign a Quitclaim Deed whereby the Commonwealth of Kentucky conveys to the City of Frankfort real property located on Holmes Street, and all other related documents (Fire Department).

Purpose: To authorize the Mayor to sign a Quitclaim Deed whereby the Commonwealth of Kentucky conveys to the City of Frankfort real property located on Holmes Street, and all other related documents.

Background: The Commonwealth of Kentucky currently leases to the City a lot measuring 100 feet by 200 feet located on Holmes Street. The City's Holmes Street fire station is located on this property. The state has determined that this lot is surplus property and would like to convey the property to the City. The City is not being required to pay the state any consideration for this property; however, it is to be used for only a public purpose into perpetuity.

The property has been sampled to determine whether it has been impacted by hazardous substances, and the results of the sampling indicate that if any excavation is performed on the property, the excavated material will be required to be disposed of at a properly permitted landfill.

Financial Analysis: There will be no charge to the City to accept ownership of the subject property, with the exception of a recording fee. However, if the City is required to remediate the property, other than to retain a cap over the property, there will be a cost to the remediation of the property.

Recommendation: Approval.

Attachment:

- Quitclaim Deed (**Draft**)

Contact Person:

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

- 7.13 To authorize the disposal of surplus property by donation to Franklin County School System and Frankfort Independent School System (IT Department).

Purpose: The purpose of this item is to declare various items as surplus to be disposed by donating them to the two technical departments of our school systems.

Background: The IT Department has determined that these items were deemed obsolete or no longer required in their area. Items require disposal to provide storage space. We plan to donate these items to the city and county school technical departments.

Financial Analysis: No financial impact.

Recommendation: Approval

Attachment:

- List of surplus items

Contact Person:

Name: Bobby Ripy
Title: IT Manager
Department: IT
Phone: 502/545-1556
Email: bripy@frankfort.ky.gov

- 7.14 To authorize the purchase of four vehicles (three Dodge Low Floor Mini Vans from American Bus Sales and one Starcraft Cut-a-way Chassis from Central States Bus Sales) for the Transit Division via the KPTA Bid #6 (100% reimbursed by the Transit 5311 Capital Expenditure grant) and to authorize the Mayor to sign all related documents (Public Works).

Background: The Kentucky Department of Transportation Office of Transportation Delivery has approved the purchase of four vehicles for Frankfort Transit. As discussed in previous months, Frankfort Transit is transiting the Demand Response buses to smaller, more fuel efficient vehicles. The vehicles approved for purchase are three Dodge Low Floor Mini Vans (with seating for four ambulatory passengers and one wheelchair securement position) and one 16+2 cut-a-way chassis Starcraft Bus (with seating for sixteen ambulatory passengers and two wheelchair securement positions.) The vans are smaller vehicles that improve fuel efficiency and also do not require drivers to have a CDL license. They will replace two 2009 Ford/E-450 12+2 buses with mileage of 94k and 95k miles.

The bus will be used to replace the 2009 Ford/E-450 (160k miles) that picks up the Seniors.

Financial Analysis: Funds are available in the Transportation Improvement account #535 00 5110 which will be 100% reimbursed with funds from the Transit 5311 Capital Expenditures grant. The Dodge Low Floor Mini Vans are \$34,193 each through KPTA Bid#6. The Starcraft 16+2 Ford bus is \$47,699 through KPTA #6.

Recommendation: Approval

Attachment: None

Contact Person:

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

- 7.15 To obtain the Mayor's signature on a letter of support for the 2016 Veterans' Adaptive Sport Grant application being submitted by Independence Place, Inc. of Lexington and any documents related to the project (Parks & Grants).

Purpose: To obtain the Mayor's signature on a letter of support for the 2016 Veterans' Adaptive Sport Grant application being submitted by Independence Place, Inc. of Lexington.

Background: Parks, Recreation and Historic Sites Deputy Director Mike Hockensmith and Community Relations/Grants Manager Rebecca Hall met with Erin Young of Independence Place, Inc. and representatives of Canoe Kentucky on Thursday, March 31 to aid in submitting an application for the Veterans' Adaptive Sport Grant utilizing Frankfort's Archery Range at Cove Spring's Sky Trail and kayaking with Canoe Kentucky at Riverview Park. Ms. Young requested the City's aid as Frankfort has programs that can be adapted for veterans. Independence Place, Inc. will be submitting the grant. If the grant is successful, Independence Place, Inc. will also administer the grant. Ms. Young also indicated her organization would accept any Frankfort or Franklin County veterans who may want to participate in the adaptive sports included in grant funding.

Financial Analysis: The grant will cover any equipment or capital costs of the program. However, City staff time will be involved in some of the programs.

Recommendation: Approval

Attachment: None

Contact Persons:

Name:	Mike Hockensmith	Rebecca Hall
Title:	Deputy Director	Grants Manager
Department:	Parks, Recreation, Historic Sites	City Manager
Phone:	502/352-2031	502/875-8500
E-Mail:	mhockensmith@frankfort.ky.gov	rhall@frankfort.ky.gov

- 7.16** A request to approve sites for Brownfield Assessments utilizing Brownfield grant funds and designating the Mayor to execute all documents pertaining to the Brownfield Assessment grant.

Purpose: To approve sites for Brownfield Assessments utilizing Brownfield grant funds.

Background: The City was awarded Brownfield Assessment funds in the amount of \$400,000.00 in 2014. The Brownfield Advisory Committee has received requests for assessments for the property at 100 West Main Street, 311 West Second Street (Access Soup Kitchen), 900/910/930 Louisville Road (old Saylor's Restaurant) and would like the Commission's approval to move forward with these assessments.

Financial Analysis: The grant does not require a match in the form of cash or in-kind services. These assessments should have no additional impact on the budget.

Recommendation: Approval

Attachment: None

Contact Persons:

Name:	Rebecca Hall	William Scalf
Title:	Grants Manager	Sewer Director
Department:	City Manager	Sewer Department
Phone:	502/875-8500	502/875-2448
E-Mail:	rhall@frankfort.ky.gov	wscalf@frankfort.ky.gov

- 7.17** To authorize the Mayor to sign a Settlement Agreement between the City of Frankfort and American General Home Equity, Inc., a/k/a Springleaf Home Equity, Inc.(City Attorney).

Purpose: To authorize the Mayor to sign a Settlement Agreement between the City of Frankfort and American General Home Equity, Inc., a/k/a Springleaf Home Equity, Inc.

Background: The proposed Settlement Agreement provides that Springleaf is to pay to the City the amount of \$10,000, and Springleaf will then convey all of its interest in the property known as 682 Cline Street to the City. The City will pay the delinquent taxes owed on the Cline Street property in the approximate amount of \$364.78 out of the settlement proceeds.

As background for this settlement, Springleaf purchased the subject property through a foreclosure action, but due to technical deficiencies in the complaint initiating the foreclosure action, a property maintenance code lien in the amount of approximately \$9,000 existed upon the property, which was not extinguished in the foreclosure process. This lien amount has increased significantly, since the City has been charging an eighteen percent (18%) interest rate on the amount due. Springleaf has asserted in the foreclosure action that the property maintenance code lien should have been extinguished during the foreclosure process, but this issue has not yet been ruled on by the Court. If this case is not resolved through settlement, Springleaf will undoubtedly contest the 18% interest rate applied to the lien.

Financial Analysis: The City will receive the amount of \$10,000.00 and the unimproved real property located at 682 Cline Street. The City will pay the delinquent taxes owed on the Cline Street property in the approximate amount of \$364.78 out of the settlement proceeds.

Recommendation: Based upon the disputed nature of the property maintenance code lien, I recommend that the City accept this settlement.

Attachment:

- Agreement

Contact Person:

Name: Rob Moore
Title: City Attorney
Phone: 502/209-1218
Email: rmoore@stites.com

7.18	<u>Personnel</u>	<u>Employee</u>	<u>Department</u>	<u>Date</u>	<u>Other</u>
	Appointment	Daniel Kirk	PW/Solid Waste	4/26/16	Public Works Tech II
	Appointment	Cody Spaulding	Fire/EMS	5/3/16	Firefighter I
	Appointment	Matthews Stevens	Fire/EMS	5/3/16	Firefighter I

Attachment: None

Contact Person:

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

8. BOARD APPOINTMENTS

8.1 Board of Park Commissioners – Reappointment of Kristopher Shera, for a term ending 5-1-20.

Attachments:

- Mayor's letter of recommendation
- Kristopher Shera resume

8.2 Board of Park Commissioners – Reappointment of Steve Pewitt, for a term ending 5-1-20.

Attachments:

- Mayor's letter of recommendation
- Steve Pewitt resume

9. OLD BUSINESS

9.1 To approve the proposed changes to the City Transit Service based on the report by CTAA and to authorize the Mayor to sign any related documents (Public Works).

Purpose: The purpose of this item is to approve the proposed changes to the City Transit Service based on the Report by CTAA and to authorize the Mayor to sign any related documents.

Background: The Community Transportation Association of America (CTAA) conducted a study of the City of Frankfort's Transit service and made five recommendations for improvement. These recommendations included changes to the existing routes to service the citizens with more crossover points and greater coverage, add a new South route that will incorporate the new State Office Building on Sower Boulevard and the new Frankfort Plant Board Facility on Flynn Ave., and make changes to the fare rates. CTAA is recommending a free fare on the Deviated Fixed bus routes. City Transit Staff is also recommending an increase (100%) to the Demand Response fare and the addition of a second bus to operate on Saturdays to meet customer response.

Financial Analysis: The additional South route will require two drivers and additional fuel. The cost after the State's reimbursement will be \$73,592. The cost of the additional Saturday route would be a seasonal driver at \$11,950 (after reimbursement) and fuel at \$1,560.

In 2015 the Deviated Fixed Route fare collected was \$31,119 and the Demand Response fare collected was \$18,444 for a total of \$49,563. Dropping the Deviated Fixed Route charges and doubling the Demand Response fare would yield a net difference of \$12,675, assuming ridership stays equal.

Recommendation Approval

Attachment: None

Contact Person:

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

9.2 To approve citizen proposed changes of two way traffic on West Main Street and authorize the Mayor to sign all related documents (Public Works).

Purpose: To approve citizen proposed changes of two way traffic on West Main Street and authorize the Mayor to sign all related documents.

Background: The City Commission has been asked to consider changing West Main Street from one-way traffic to two-way traffic. KYTC performed a traffic analysis that looked at the projected number of cars traveling into and out of the system and found that there were negative impacts on High Street and Ann Street, however, there were no negative impacts on West Main Street if switched to two-way. That study did not take into account the physical conditions of the street. A study of the geometric features was conducted by Integrated Engineering and presented at the April 11, 2016 Work Session. That report showed a potential loss of up to 16 parking spaces due to sight distance and turning movement concerns. A group of citizens presented a report that gave alternate findings that show no loss of parking. Staff was asked by the City Commission at the April 11, 2016 Work Session to provide a response to the citizens report, which has yet to be completed.

Financial Analysis: Estimated costs based on Integrated Engineering's report are \$ 37,440.00. Funds are available in the Municipal Aid Account No. 535-00-51100.

Recommendation: For the City Commission to consider changing West Main Street from one-way traffic to two-way traffic.

Attachment:

- Report from Integrated Engineering
- Report from Restore Two-Way West Main

Contact Person:

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

10. NEW BUSINESS

11. ADJOURNMENT