

AMENDED

SPECIAL MEETING CALL

I, William I. May, Jr. hereby call a special meeting of the Frankfort Board of Commissioners for Monday, May 18, 2015, at 6:00 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, May 25, 2015. In addition, a closed session may be held per KRS 61.810 (1)(g) siting of a business expansion. All items on the agenda will be considered and action will be taken.

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

REVISED 5-15-15

AGENDA

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

MAY 18, 2015
6:00 P.M. (EDT)

1. **INVOCATION** Rev. Louis Newby, First Corinthian Baptist Church (Ret.)

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES

2. **CEREMONIAL ITEMS**

- 2.1 Proclamation – Designating the month of May as Building Safety Month

Purpose: To approve a proclamation to bring awareness of the importance of building safety and to remind the public about the importance of building safe and resilient construction; fire prevention; disaster mitigation, water safety and conservation; energy efficiency and new technologies in the construction industry. Building Safety Month 2015 encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe and sustainable, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies.

Background: Building Safety Month is a public awareness campaign to help individuals, families and businesses understand what it takes to create safe and sustainable structures. The campaign reinforces the need for adoption of modern, model building codes, a strong and efficient system of code enforcement and a well-trained, professional workforce to maintain the system.

On April 13th, the President of the United States issued a Proclamation proclaiming May as National Building Safety Month "...I, BARACK OBAMA, President of the United States of America, by virtue of the authority vested in me by the Constitution and the laws of the United States, do hereby proclaim May 2015 as National Building Safety Month. I encourage citizens, government agencies, businesses, nonprofits, and other interested groups to join in activities that raise awareness about building safety. I also call on all Americans to learn more about how they can contribute to building safety at home and in their communities...."

Contact Person:

Name: Gary Muller
Title: Director
Department: Planning and Building Codes
Phone: 502/ 875-8500
E-mail: gmuller@frankfort.ky.gov

3. **CITIZEN COMMENTS** – Presentation from Ms. Joy Jeffries, Executive Director of the Frankfort/Franklin County Tourist & Convention Commission regarding the upcoming River Blast Event.

4. **ORDINANCES**

- 4.1 **FIRST READING:** An Ordinance to increase the E-911 landline surcharge to \$2.00 per month

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

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

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

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

Attachments:

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

Contact Person:

Name: Deron Rambo
Title: E-911 Director
Department: Police

Phone: 502/352-2064
E-mail: drambo@frankfort.ky.gov

4.2 FIRST READING: An Ordinance amending Section 37.14.B.1, Vacation Leave of the City of Frankfort Code of Ordinances.

Purpose: To amend Section 37.14.B.1 of the Code of Ordinances to state that, effective 1/1/16, vacation payouts at time of separation may not exceed the carry over limits currently established.

Background: City Ordinance has established maximum payouts at time of employment separation for holiday leave and compensatory leave but not for vacation leave. With vacation leave, ordinance establishes maximum vacation hours that may be carried over from one year to the next. As a result, an employee leaving in December could receive a maximum of 468 hours (11.7) weeks of vacation pay out and the same employee would receive 300 hours (7.5 weeks) if he or she stayed a month longer and left in January. Amending the ordinance to state that vacation payouts at time of separation may not exceed the carry over limits will keep the maximum vacation payout consistent throughout the year, regardless of the month an employee leaves employment. It will also cap the maximum pay out of vacation leave at 300 hours.

As already established, any vacation amounts over the limits will be converted to sick leave. The existing carry over limits and proposed pay out limits are shown below:

<u>Years of Service</u>	<u>Vacation Hours</u>	<u>Equivalent in Weeks</u>
Less than 10 years of service	240 vacation hours	6 weeks
10 to 20 years of service	270 vacation hours	6.75 weeks
More than 20 years of service	300 vacation hours	7.5 weeks

In order to provide employees ample notification and the opportunity to plan accordingly, a 1/1/16 effective date is requested.

Financial Analysis: Cost decrease. 2014 data shows that 92% of departing employees did not receive vacation pay outs in excess of the carry over limits established. Therefore, the impact is modest.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person:

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

4.3 FIRST READING: An Ordinance appropriating the revenue to be received by the City of Frankfort for Fiscal Year 2015-2016.

Purpose: The purpose of this Ordinance is to appropriate revenue to be received and expended by the City of Frankfort for Fiscal Year 2015-2016 in accordance with the budget submitted and approved by its adoption.

Background: The proposed General Fund budget summary is:

General Fund Receipts	\$33,211.2K
General Fund Expenditures	\$33,185.7K
Excess Receipts-2015-16 (Deficit)	\$ 25.5K
Prior Year Reserves-Storm Water	\$ 500.0K
Total Excess (Deficit)	\$ - 474.5K

The General Fund Budget meets five of the goals and objectives of the Board of Commissioners:

- Structurally balanced budget (current year surplus of \$25.5K).
- Includes bonding for Aquatic Center financing.
- Includes employee COLA to improve work climate.
- Elimination of four full-time employees in an effort to improve efficiency standards.
- Reduce overall personnel cost as a percentage of budget to 69.6% (Below 70.0%).
- Budget contains various other goals and objectives as established by the Commission.

As stated above, the General Fund Budget is a structurally balanced budget with no increases in fees and taxes. The budget is inclusive of an employee COLA increase proposed by management of 1.50% effective for the July 17, 2015 pay date and a 1% increase effective for the January 15, 2016 pay date.

Financial Analysis: The impact of the employee COLA is approximately \$450K (\$400K General Fund and \$50K Sewer). The above increase will be off-set by the elimination of four employees and the reduction of pension rates.

Recommendation: Approval

Attachment:

- Ordinance
- Emergency Management Staff Recommendations

Contact Person:

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

5. ORDERS

6. RESOLUTIONS

- 6.1** Resolution authorizing the filing of an application for 2015 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 2015 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 has open applications for projects for the 2015 Transportation Investment Generating Economic Recovery (TIGER) grant program from May 5, 2015 to June 3, 2015. 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 Person:

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 in to 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 \$150,738.00 which is equal to last year's fee of \$148,365.00 plus 1.6% 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 \$562,650 for all Department chemical purchases for the Fiscal Year, and as of March 31, \$379,921 has been expended and encumbered.

Recommendation: Approval

Attachments:

- 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 To authorize surplus of six vehicles to be sold by sealed bid (Sewer Department).

Purpose: Authorization to surplus six vehicles to be sold by sealed bid.

- Unit 937 – 2001 Ford Crown Vic VIN #2FADP71W61X192969 (69,725 miles)
- Unit 938 – 2003 Ford Crown Vic VIN #2FAFP71W73X108273 (76,524 miles)
- Unit 942 – 2002 Ford Taurus VIN #1FAFP53533A143979 (70,161 miles)
- Unit 914 – 2003 Ford F150 Super Cab VIN # 2FTRX18W73CA40977 (78,904 miles)
- Unit 95B – 1996 GMC 1 Ton Chassis VIN #1GDJK35R8TE549358 (115,580 miles)
- Unit 90C – 2000 Ford F250 3/4 Ton Pickup VIN #1FTNFZ1FSYEB44046 (109,135 miles)

Background: The Sewer Department has determined that six vehicles have exceeded their useful life and no longer required. The plan is to advertise for sealed bids in late May or early June.

Financial Analysis: Funds from the sale of these vehicles will be deposited in the sewer account.

Recommendation: Approval

Attachments: None

Contact Person:

Name: William R. Scalf, Jr., PE

Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort.ky.gov

- 7.3** To consider approving a Sewer Extension Contract with Chandler T., Chamberlin J., and C. Michael Davenport Blessings, LLC for a proposed sewer extension to a piece of property on the east side of Cardwell Lane just south of I-64 in Franklin County, Kentucky and to authorize the Mayor to sign all documents related to the contract (Sewer Department).

Purpose: To approve a contract with Chandler T., Chamberlin J., and C. Michael Davenport Blessings, LLC for a proposed sewer extension to a piece of property on the east side of Cardwell Lane just south of I-64 in Franklin County, Kentucky and to authorize the Mayor to sign all documents related to the contract.

Background: Anyone intending to extend sewers that connect to the City Sewer system must enter into a contract with the City that spells out certain commitments that the Developer must comply with. Some of these commitments include:

- All sewers must be designed and installed in accordance with both the Kentucky Division of Water and the City of Frankfort Sewer Department standards;
- Upon completion of the project as-built drawings, signed and sealed by the engineer, must be submitted to the Sewer Department prior to final inspection and testing;
- The Developer retains ownership and is responsible for all maintenance for a period of one year from completion of construction;
- The City has the right to make connections to the system installed to make additions or further extensions of the sewer without obligation to the Developer.

The Developer intends to extend the existing sanitary sewer system to this piece of property for future development speculation.

Sanitary sewer plans and specifications have been prepared and submitted to the Department for review and approval. The Division of Water will review the sanitary sewer plans and specifications after City Commission approval. Final acceptance is contingent upon completion of the 30-day waiting period for testing after construction is completed and satisfactorily passing all tests.

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

Recommendation: Approval

Attachments:

- Sewer Extension Contract (Draft)

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

- 7.4 To approve Change Order #1 for Smith Contractors, Inc. for a no-cost time extension needed to complete the project and authorize the Mayor to sign all related documents (Sewer Department).

Purpose: To approve Change Order #1 for Smith Contractors, Inc. for a no-cost time extension needed to complete this project and authorize the Mayor to sign all related documents.

Background: The Sewer Department received bids in May 2014, for the construction of a new pump station, approximately 1,200 feet of 6" force main, 2,890 feet of 12" gravity sewer, 1,660 feet of 8" gravity sewer and the demolition of three existing pump stations (subsequently two after resident input had been received) in the Two Creeks subdivision.

This project is expected to address the regulatory requirements and mitigate four SSO's for the Consent Judgment.

Change Order #1 adds additional time to the contract due to bad weather over this last winter. The delay due to weather conditions has been determined to be 15 days and will extend the contract to June 30, 2015.

The total amount of the contract is summarized below:

Original Contract	\$3,821,990.00
Change Order # 1	\$ 0.00
Revised Contract Amount	\$3,821,990.00

Financial Analysis: Since this is a time only change order, there are no financial impacts on the Department.

Recommendation: Approval

Attachments:

- Change Order #1

Contact Person:

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

- 7.5 To approve the award of a contract to Huber Technology, Inc. to purchase a septage receiving station for the wastewater treatment plant and authorize the Mayor to sign all associated documents (Sewer Department).

Purpose: The purpose of this item is to approve award of a contract to Huber Technology, Inc. to purchase a septage receiving station for the wastewater treatment plant and authorize the Mayor to sign all associated documents.

Background: On April 19, the Frankfort Sewer Department advertised for a septage receiving station to replace an old unit that is no longer functioning as designed. The septage receiving station receives all grease brought to the wastewater treatment plant for processing, which minimizes the impact of the grease on the operations of the plant. The new unit has an associated control that will allow it to be connected to the new Supervisory Control and Data

Acquisition (SCADA) Program that is currently in design and will allow for better tracking of haulers dumping at the wastewater treatment plant.

Bids were opened on May 5 and three bids were received. Bids are as follows:

- Huber Technology, Inc. \$102,800
- Lakeside Equipment \$104,495 (Base bid \$100,110 + \$5,610 - \$1,225)
- JWC Environmental \$161,624

Lakeside's base bid did not include accounting and invoicing software which increases the price of their base bid.

Financial Analysis: Funding is available in account # 300.68.54390. This account has \$12,005,000 budgeted and as of April 30, \$3,102,280 has been expensed and encumbered.

Recommendation: Approval

Attachments:

- Bid Tab

Contact Person:

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

- 7.6 Authorization to contract with Frankfort Plant Board to relocate water lines to accommodate the new gravity line for the Kentucky Avenue project and to authorize the Mayor to sign all documents related to the project. (Sewer Department)

Purpose: To contract with Frankfort Plant Board to relocate water lines to accommodate the new gravity line for the Kentucky Avenue project and to authorize the Mayor to sign all documents related to the project.

Background: The City of Frankfort Wastewater Treatment Plant is fed by two sewer lines beneath Kentucky Avenue that transports all of the flow for the City to the Wastewater Treatment Plant. One line is a 27 inch Vitrified Clay Pipe that was installed in the mid 1950's and the other is a Reinforced Concrete Pipe that varies from 36-inch to 48-inch diameter that was installed in the early 1980's. Both of these pipes are showing severe structural defects and are in need of major work. The Kentucky Avenue Interceptor Project will install approximately 4,600 feet of 48-inch diameter pipe in a new route to replace the 1950's era 27-inch diameter clay pipe so that it can be abandoned. Additionally the Reinforced Concrete Pipe will be upsized to a minimum of 42-inch diameter and the remaining pipe will be rehabilitated to extend the usable life.

The plant board will relocate approximately 228 feet of line that is currently in the alignment for the new gravity main.

This authorization is for the work that Frankfort Plant Board will perform to provide Electric and Water service to the facility.

Water \$23,037.00

Financial Analysis: Funding is available in account # 300.68.54390. This account has \$12,005,000 budgeted and as of April 30, \$3,102,280 has been expensed and encumbered.

Recommendation: Approval

Attachments:

- Quotes from Frankfort Plant Board

Contact Person:

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

7.7 Lease Agreement – To enter into a 4 year lease to own and service agreement with Lynn Imaging for replacement of a large format printer/scanner/copier to be shared directly with Public Works, and other departments and to authorize the Mayor to sign all related documents (Planning & Public Works).

Purpose: To approve a 4 year lease to own and service agreement with Lynn Imaging for replacement of a large format printer/scanner/copier to be shared directly with Public Works, and other departments, and authorizing the Mayor to execute the lease/service agreement.

Background: In August 2006, the city secured a 4 year lease agreement with Lynn Imaging for a large format printer/scanner/copier. The machine is now 9 years old, contains 4 pieces of equipment that requires a large amount of office space. We have had numerous service work done on the machines as well.

During the recent budget discussions with the City Manager and Finance Director, it was suggested to see if a replacement would be appropriate. The newest large format printer/scanner/copier is now self contained within one machine (less floor space) and the monthly service agreement is approximately half of what we spend today (more savings). The equipment would be owned by the city upon the final 4th year payment. Public Works supports this request and replacement.

Financial Analysis: Funds for the first two (2) year lease payments (FY 2015-2016 and 2016-2017) can be secured within the Planning and Building Codes Department account 100-70-53295. The 4 annual lease payments are \$10,058.64 (it was \$6,868 in 2006). All maintenance services are currently budgeted within the Public Works department and will have an annual savings of approximately \$3,600.

Recommendation: I recommend that the City Commission approve the attached 4 year lease and service agreement with Lynn Imaging.

Attachments:

- Proposed 4 year lease agreement
- Proposed service agreement

Contact Persons:

Name:	Gary Muller	Tom Bradley, PE
Title:	Director	Director
Department:	Planning and Building Codes	Public Works
Phone:	502/ 875-8500	502/ 875-8500
E-mail:	gmuller@frankfort.ky.gov	tbradley@frankfort.ky.gov

- 7.8** To approve an increase in contract Change Order 005 for \$11,368.35 on the Juniper Hill Family Aquatic Center and for the Mayor to sign all documents.

Purpose: Request permission to approve an increase in contract Change Order 005 for \$11,368.35 on the Juniper Hill Family Aquatic Center and for the Mayor to sign all documents.

Background: (1) The umbrella located at the main entry counter has been modified to a four-post entry sail structure. With credit for the umbrella, this cost is a total of \$6,877.85 of which \$5,775.00 will be reflected in the Owner Direct Purchase Order. Modification to the Contractor is for \$1,102.85. (2) Per RFI 17, addition of electric to the water pit for Modification to the spray ground manifold pit, to locate the manifold in the building in place of the exterior pit for \$7,070.80.

Financial Analysis: Monies will be added to D.W. Wilburn's contract and are available in the bond account.

Recommendation: Approval

Attachment:

- AIA Document G701 – (2001/Change Order 005)

Contact Person:

Name: Jim Parrish
Title: Director
Department: Parks and Recreation
Phone: 502/875-8575
Email: jparrish@frankfort.ky.gov

- 7.9** **Removed**

- 7.10** To Reject All Bids for the Schenkel Lane Pedestrian Bridge Project (Public Works).

Purpose: To recommend that the City Commission reject all bids and authorize the Public Works Staff to again solicit formal bids for the purchase and installation of the Schenkel Lane Pedestrian Bridge Project and authorize the Mayor to sign all documents related to the project.

Background: On 21 April 2015, the City formally opened bids for the Schenkel Lane Pedestrian Bridge (Bid #215001-61) and there were four Bid packages received from contractors. After reviewing the documents provided by each contractor, it is the determination of the Project Engineer, that none of the Bid packages offered were sufficiently complete to allow for their necessary evaluation. Furthermore, the Bid package that was closest to being complete submitted a price that was more than twice as expensive as preliminary estimates indicated. Thus, it is the Project Engineer's recommendation, supported by Staff, that all Bids should be rejected at this time. We may modify the future bids to include owner (City) supplied materials in order to lower the overall cost and minimize the required documentation needed from contractors.

Recommendation: It is recommended that the City Commission reject all Bids for the Schenkel Lane Pedestrian Bridge (Bid #215001-61) and authorize Staff to again solicit formal Bids for the Schenkel Lane Pedestrian Bridge Project and authorize the Mayor to sign all documents related to the project.

Attachment:

- Recommendation letter from Otis Engineering

Contact Person:

Name: Tom Bradley, PE
Title: Director
Department: Public Works
Phone: 502/875.8500
Email: tbradley@frankfort.ky.gov

- 7.11** To award the bid for the purchase of a new 2016 ambulance to Excellance, Inc. and authorize the Mayor to sign any related documents (Fire Department).

Purpose: To award the bid for the purchase of a new 2016 ambulance to Excellance, Inc.

Background: On May 7th, bids were opened for the purchase of a new 2016 modular Type I ambulance on an International Terrastar chassis. Bids were received from 3 manufacturers. The bids ranged from \$196,757.92 to \$218,523.00. All of the manufacturers were required to provide a box design that would allow for future remounting. If we are successful at remounting the boxes in the future, it has the potential to save 50% of the cost of the unit. The ambulance will replace a unit that has exceeded 115,000 miles and that is plagued with engine design flaws. The unit being replaced will be removed from the fleet and placed in the surplus sale.

Financial Analysis: It was determined that the low bidder, Excellance, substantially met the bid requirement and was the low bidder at \$196,757.92. It is the recommendation that the bid be awarded to Excellance, Inc. Funds are available in account 100-00-53296 for \$180,000 with the balance being covered by Senate Bill 66.

Recommendation: Approval

Attachment:

- Excellance Bid

Contact Person:

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

7.12	Personnel	Employee	Department	Date	Other
Aide	Appointment	Jennifer Hall	Public Works	5/12/15	Administrative
Trainee	Appointment	Joe Wilson	Sewer	5/19/15	Plant Operator
Tech I	Resignation	William McKee	Public Works	5/7/15	Public Works
	Resignation	Kenny Pendleton	Fire	5/9/15	Firefighter II/EMT (authorize payment of accrued leave)
	Retirement	Alan Burton	Police	6/1/15	Patrol Officer III (authorize payment of accrued leave and surplus permission to his two duty handguns for purchase per FCO 40.03 (B))

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

Attachments:

- Kenneth D. Pendleton Resignation Letter
- Alan Burton Retirement Letter

Contact Person:

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

8. BOARD APPOINTMENTS

8.1 Board of Ethics – Appointment of Rona Stapleton, for a 3 year term ending 12-31-18.

Attachments:

- Mayor's letter of recommendation
- Rona Stapleton Resume

9. CLOSED SESSION PER KRS 61.810 (1)(g) – Siting of a business expansion

10. ADJOURNMENT