

NOTICE

Per KRS 61.826 the Board of Commissioners Regular Meeting being held on September 25, 2023, is a video teleconference meeting. One Commissioner will participate via GoToMeeting or a similar video teleconferencing system. The primary location will be in the City Hall Board of Commissioners Council Chamber, 315 West Second Street.

315 W Second Street, Frankfort KY 40602
502-875-8500
www.frankfort.ky.gov

EQUAL OPPORTUNITY EMPLOYER
EQUAL HOUSING OPPORTUNITY



Layne Wilkerson, Mayor
Kelly May, Commissioner
Katrisha Waldridge, Commissioner
Leesa Unger, Commissioner
Kyle Thompson, Commissioner

AGENDA

REGULAR MEETING
BOARD OF COMMISSIONERS
315 WEST SECOND STREET
FRANKFORT, KY 40601
502/875-8500
www.frankfort.ky.gov
www.facebook.com/CityofFrankfortKY

September 25, 2023
5:00 PM

INVOCATION

Rabbi Shlomo Litvin – Chabad of the Bluegrass

PLEDGE OF ALLEGIANCE

ROLL CALL

CEREMONIAL & RECOGNITION

Congratulations to Belen Vieyra – Winner of the Reforest Frankfort Art Contest for the 2024 T-shirt

Bobby Ripy will retire as IT Director following over 14 years of service.

CITIZEN COMMENTS – PLEASE USE THE SIGN IN SHEET- INDIVIDUAL REMARKS ARE LIMITED TO FIVE MINUTES.

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 – Work Session, August 14, 2023; Special Meeting, August 16, 2023; Regular Meeting, August 28, 2023; Special Meeting, August 30, 2023**
- 2. DarkTrace Security Infrastructure Appliance – IT**

The purpose of this memo is to request the Board of Commissioners approve a Security Appliance Contract with Trace3 for a network security monitoring system and for the Mayor to sign all related documents. As part of ongoing changes in technology and cyber security incidents in local Governments, it is essential to have in place an appliance and service to scan and alert personnel when potential threats are present to avoid loss of service due to a successful attack. The IT Dept. is currently using no perimeter network appliance with a managed service to alert of potential threats other than our firewalls. This network appliance will detect potential threats as well as quarantine said threats until action can be taken. This Service and appliance will cost \$24,922.00 annually and is covered in account 100.25.56551. This agreement is covered under state pricing contract. Staff recommends approval.

Attachments: Memo, Contract

Suggested Disposition: Receive and File; Approve

- 3. DarkTrace Email, Endpoint Security, and Incident Response - IT**

The purpose of this memo is to request the Board of Commissioners approve a contract with Trace3 for DarkTrace Email protection, endpoint protection, and incident response Services and authorize the Mayor to sign all related documents. The City of Frankfort IT Dept. is adapting to the changes in network security and endpoint device management. Threats are imminent in local government settings so being prepared at the desktop level to the network level is necessary. The need for a managed threat response is necessary to prevent service outages for employees. The IT Dept. is currently using Sophos EDR, MTR, email services, as well as Intercept X for these services. DarkTrace will replace these services at a lower cost and are more advanced as they offer AI capabilities. This Service and appliance will cost \$21,346.86 for year one and \$28,480.23 annually for the following three years. This cost budgeted for in account 100.25.56551. This agreement is covered under state pricing contract. Staff recommends approval.

Attachments: Memo, Contract

Suggested Disposition: Receive and File; Approve

4. Amendment No. 1, Hazen and Sawyer Riverview Park Professional Services Agreement – Public Works

The purpose of this memo is to request the Board of Commissioners approval of Amendment No. 1 to the Hazen and Sawyer Professional Services Agreement for Geotechnical Services at Riverview Park and for the Mayor to sign all related documents. In August 2022 the Board of Commissioners approved a Professional Services Agreement with Hazen and Sawyer in the amount of \$99,680.00 for engineering design and bidding services to repair and stabilize 1,000 feet of bank at Riverview Park. In order to continue progress toward final plans and specifications, Hazen and Sawyer has recommended that geotechnical field exploration would help to inform decisions regarding reconstruction of the riverbank taking into account scour and erosion, slope stability, and any obvious soil problems. Hazen and Sawyer is prepared to subcontract this work through Greenbaum Associates, Inc, a geotechnical and materials engineering group. Field work will include three borings to a depth of 45 feet or auger refusal, up to three sets of soil classification tests, three washed sieve analyses, and moisture content determinations. A report will be prepared to detail the findings and provide preliminary recommendations. Additionally, Greenbaum Associates will provide construction phase services to test for compaction of fill as it is placed. This work is to be performed for a lump sum fee of \$10,800.00. Funds in the amount of \$400,000.00 were budgeted in the Stormwater account 735.00.51100. This amount was estimated based on the FEMA approved mitigation costs. If total construction costs exceed this amount, a budget amendment will be required in the future. In consideration of the attached description of services, staff recommends approval of the contract amendment with Hazen and Sawyer in the amount of \$10,800.00 for geotechnical services related to bank stabilization at Riverview Park.

Attachments: Memo, Greenbaum Associates Description of Services, Hazen and Sawyer Riverview Park Amendment No. 1

Suggested Disposition: Receive and File; Approve

5. Kentucky League of Cities Investment Pool – Finance

The purpose of this agenda item is to seek Board of Commissioners approval to invest the \$2M currently in the Kentucky League of Cities (KLC) Investment Pool in the S&P 500 Equity Fund over the next 10 months and authorize the Mayor to sign all related documents. Additionally, allow the Finance Director limited authority to work with the PNC representative if another option or route is needed depending on how the investment is doing or if a better option arises. The Finance Director will report to the Finance Committee (and Board of Commissioners) should this occur. As is evident in the background information above, the BOC has taken important steps to improve, to the greatest extent possible, the financial condition of the City's General Fund including maintaining a minimum unrestricted fund balance. As a result, the BOC has approved the \$2M investment in the KLC Investment Pool with the intent of this becoming a long-term investment that will be considered part of the minimum fund balance. On August 21, 2023, the Finance Committee met with representatives from KLC and PNC to further discuss allocation of this investment. The Finance Committee agreed to recommend the following for approval by the BOC:

PNC will assist the City of Frankfort to “average into the market” by investing \$250,000 per month (starting 9/30/23 and ending 4/30/24) into the KLCIP S&P 500 Equity Fund.

The YTD (as of 7/31/23) yield on the S&P 500 Equity Fund is 20.28% and ITD yield is 12.63%

Staff recommends approval to allocate the investment of \$2M in the manner stated above and to authorize the Finance Director to work directly with the PNC representative on any changes that might be necessary as a result of market changes.

Attachments: Memo

Suggested Disposition: Receive and File; Approve

6. Contract Amendment #1 with Structured Solutions, LLC for Manhole Rehab Project – Sewer

The purpose of this memorandum is to request Board of Commissioners approval for a Contract Amendment #1 with Structured Solutions, LLC for revised unit prices for the Manhole Rehab Project and for the Mayor to sign all related documents. As part of the Sewer Departments Long Term Control Plan and inspection guidelines, Department Staff have identified several areas of concern for manhole rehab. Due to age and the natural occurring Hydrogen Sulfide that will build up in sewer systems, the manholes have to be repaired or replaced. If nothing is done to protect these structures then they could have a catastrophic failure and cause overflows and damage to surrounding structures. The contract was previously approved on July 24, 2023 by the Board of Commissioners.

The Contractor has maintained the same unit prices for the first 3 years on the contract. The Contractor has requested a 12.5% increase for all unit prices. The single exception is dig and replace manhole. Whereas all other unit prices affect the interior of the manhole which can be standardized, the dig and replace may contend with other issues outside the manhole. Due to the variability in costs, this item will be changed to a \$20,000 allowance to be negotiated for each specific manhole. FSD believes this is a fair increase in unit prices in light of the unexpected higher inflation in the previous two years. The annual contract amount will not change and will remain at the annual amount of \$250,000.00. Manhole rehab is budgeted at \$250,000.00 per year. Staff recommends approval.

Attachments: Memo, Contract Amendment, Revised Unit Price Sheet
Suggested Disposition: Receive and File; Approve

7. Annual Mission Invoice – Sewer

The purpose of this memo is to recommend approval for the annual Mission Communication invoice and for the Mayor to sign all related documents. The Frankfort Sewer Department has been using Mission Communications since 2006 to monitor the pump stations throughout the department's service area. This is the annual monitoring fee for this service. Mission is a key component to the operation and maintenance of the departments pump stations. This service allows staff to monitor the stations 24/7 and will notify key staff in case of an emergency. This system also allows staff to monitor flows; pump efficiency, and other key items that help with operations of the facilities. This is a budget item in the FY 23-24 Budget. Staff recommends that the Board of Commissioners approve payment of the invoice. The Sewer Department will send a purchase requisition to Finance for the invoice amount of \$32,607.60.

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

8. WWTP Plant Expansion - Sewer

The purpose of this memorandum is to request the Board of Commissioners approval for Professional Services Contract for E.C. McManis WWTP Plant Expansion Project with Bell Engineering, and for the Mayor to sign all related documents. The E.C. McManis WWTP has been in operation since 1981. The plant has went through one upgrade which added a third oxidation ditch in 2000. There have been several small upgrades through the years but the plant is essentially the same as it was in 1981. As with all regulations and permit requirements, FSD's permit has continued to get more stringent and the State has added more requirements to the permit. In order to plan for future growth and with the new regulations expected for PFAS, Nitrogen removal, sludge disposal, FSD would like to have the upgrades for the facility completely designed. FSD sent out RFQ's in January for consultants to submit qualifications for the plant expansion and facilities plan. FSD received six RFQ's to review on February 17th. The review team reviewed and scored all six RFQ's. When the scoring was completed, the top three firms were chosen to move on to the interview stage of the selection. FSD set up interviews with each firm on June 27th. All three firms did an outstanding job in the interview and question portion of this process. The selection team sat down for multiple days to discuss the pros and cons of every firm. At the end of this process the team agreed unanimously on the Bell Engineering and Hazen team for the plant expansion. FSD met with the Bell Engineering and Hazen team to put together a list of items that FSD wanted to be included into the scope of work. FSD incorporated items from each of the three interviews into the scope of work as each one had merit for this project. FSD has received and reviewed the Scope of Work from Bell Engineering and agrees with the cost associated with the work to be completed. Staff recommends the Board of Commissioners approve the Professional Services Contract with Bell Engineering in the amount of \$610,500.00. This project is in the Capitol Improvement Plans and is budgeted for design in the FY23-24 Budget. Once the Professional Services Agreement is approved and signed, the Sewer Department will issue a Purchase Requisition in the amount of \$610,500.00 for a Professional Services Agreement with Bell Engineering.

Attachments: Memo, Professional Services Agreement, Scope of Services
Suggested Disposition: Receive and File; Approve

9. 2023 JAG Allocation – Grants

Staff requests the Board of Commissioners to authorize the filing of a 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$10,169.00 for Community Policing and to authorize the Mayor to sign all grant documents including a Memorandum of Agreement with the Franklin County Fiscal Court. The City and County have received JAG allocations for the past several years. Both entities have alternated the utilization of the funds every other year. The 2023 allocation of \$10,169.00 is scheduled to be utilized by the City of Frankfort’s Police Department for Community Policing. The City must enter into a Memorandum of Agreement with the County in order to move forward with the grant application. The JAG funds do not require a match from the City. There should be no impact to the budget. Once approval is given, the Chief of Police and Grants Manager will work together to complete the on-line application for JAG funding in the amount of \$10,169.00.

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

10. Holmes Street Corridor Project USDOT Reconnecting Communities and Neighborhoods (RCN) Grant Application Commitment to Local Cash Match

In November 2021, the City was notified that it had been awarded a USDOT Rebuilding American Infrastructure with Security and Equity (RAISE) planning grant. In accordance with the grant application, the grant funding has been used to conduct preliminary engineering and environmental assessment activities. The City contracted with Strand Associates to conduct these activities. The City/Strand contract has the preliminary engineering and environmental assessment activities being completed in November 2023. An opportunity to seek additional USDOT funding to conduct the next phases of the project is now open. USDOT is taking Reconnecting Communities and Neighborhoods (RCN) grant applications until close of business on September 28, 2023. Sustainable Strategies DC is drafting the grant application with support from Strand Associates and City staff. In order to exhibit strong local support for this grant application, City staff is identifying possible local match possibilities. These possibilities include costs associated with a large Frankfort Sewer Department project, Frankfort Plant Board projects, Kentucky Transportation Cabinet traffic signal replacement, and City grant administration. In regard to City grant administration, we propose the City commit up to \$100,000 of cash match that would essentially cover staff time in administering the grant. Staff requests the Board of Commissioners approve this local match commitment at their September 25th meeting. As stated, the RCN grant application deadline is September 28, 2023.

Attachments: Memo
Suggested Disposition: Receive and File; Approve

11.

Personnel Action	Employee	Department	Date	Position
Retirement	Bobby Ripy	IT	9/30/23	IT Director Authorize payout of accrued leave
Appointment	Morgan Haynes	Finance	9/5/23	License and Accounting Specialist
Resignation	Brandon Crawford	PW/Garage	08/31/23	Mechanic
Resignation	Larry Gus Curtis	Police	8/29/23	Detective Authorize payout of accrued leave
Resignation	Jack Harrod	IT	9/29/23	Network Administrator Authorize payout of accrued leave

Attachments: Bobby Ripy letter of retirement; Larry Gus Curtis letter of resignation; Jack Harrod letter of resignation
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. Second Reading

“AN ORDINANCE AMENDING CITY OF FRANKFORT CODE OF ORDINANCES SECTION 39.16 RELATING TO ETHICS BOARD MEETINGS AND VACANCIES”. This ordinance had its First Reading on August 28, 2023. Summary: This ordinance amends Section 39.16(A) of the City of Frankfort Code of Ordinances relating to the Board of Ethics to change the number of days the executive authority has to fill a vacancy with approval of the Board of Commissioners from thirty days to ninety days; and establish a regular schedule of quarterly meetings.

Attachments: Memo, Ordinance

Suggested Disposition: Receive and File; Adopt Ordinance

2. Second Reading

“AN ORDINANCE OF THE CITY OF FRANKFORT, KENTUCKY AUTHORIZING THE ISSUANCE OF ITS CITY OF FRANKFORT, KENTUCKY GENERAL OBLIGATION BONDS, SERIES 2023A IN THE APPROXIMATE AGGREGATE PRINCIPAL AMOUNT OF \$5,280,000 (WHICH PRINCIPAL AMOUNT MAY BE INCREASED BY UP TO \$525,000 OR DECREASED BY ANY AMOUNT) FOR THE PURPOSE OF FINANCING THE COSTS OF THE ACQUISITION, CONSTRUCTION, INSTALLATION, AND EQUIPPING OF (I) A NEW TRANSIT CENTER CONSISTING OF ADMINISTRATIVE OFFICES FOR FRANKFORT TRANSIT AND PUBLIC SPACE FOR TRANSIT USERS AND (II) A 300-SPACE PARKING GARAGE IN DOWNTOWN FRANKFORT; APPROVING THE FORM OF THE BONDS; AUTHORIZING DESIGNATED OFFICERS TO EXECUTE AND DELIVER THE BONDS; AUTHORIZING AND DIRECTING THE FILING OF A NOTICE WITH THE STATE LOCAL DEBT OFFICER; PROVIDING FOR THE PAYMENT AND SECURITY OF THE BONDS; ESTABLISHING A BOND PAYMENT FUND FOR THE BONDS; AFFIRMING THE MAINTENANCE OF THE EXISTING SINKING FUND; AUTHORIZING THE ACCEPTANCE OF THE BID OF THE PURCHASER FOR THE BONDS; AND REPEALING ANY INCONSISTENT ORDINANCES”. This ordinance had its First Reading on September 11, 2023. Summary: The Ordinance authorizes the issuance by the City of Frankfort, Kentucky (the “City”) of a series of general obligation bonds designated as “City of Frankfort, Kentucky General Obligation Bonds, Series 2023A” (the “Bonds”) for the purposes of (i) financing all or a portion of the costs of the acquisition, construction, installation, and equipping of (a) a new transit center consisting of administrative offices for Frankfort Transit and public space for transit users and (b) a 300-space parking garage in downtown Frankfort (collectively, the “Project”); (ii) paying capitalized interest on the Bonds, if desirable; (iii) paying the costs of credit enhancement for the Bonds, if any; and (iv) paying the costs of issuance of the Bonds. Provisions are made in the Ordinance for the payment of the Bonds and the security therefore, the application of the proceeds of the Bonds, the establishment of a Bond Payment Fund, and the continuation of the City’s existing Sinking Fund. The Ordinance also contains covenants made by the City in connection with the issuance of the Bonds. The Bonds are to be sold at public, competitive sale, and shall mature, or be subject to mandatory sinking fund redemption, in varying amounts on December 1, 2024, and each December 1 thereafter until December 1, 2043. The Bonds pledge the full faith, credit, and taxing power of the City and provision is made for the collection of a tax to pay the principal of and interest on the Bonds, subject to certain credits, as provided in Section 8 of the Ordinance. The sale of the Bonds is contingent upon the satisfaction of all of the requirements and conditions of the City with respect to the Project.

As required by KRS Section 83A.060, the following Section 8 of the Ordinance is set forth in its entirety:

“Section 8. General Obligation. The Bonds shall be full general obligations of the City and the full faith, credit, and taxing power of the City are hereby pledged for the prompt payment of the Bonds and the interest thereon. During the period the Bonds are outstanding, there shall be and there hereby is levied, annually, on all of the taxable property in the City, in addition to all other taxes, without limitation as to rate, a direct tax in an amount sufficient to pay the principal of and interest on the Bonds as and when due, it being hereby found and determined that the current tax rates of the City are within all applicable limitations. The tax shall be, and hereby is, ordered to be computed, certified, levied, and extended upon the tax duplicate, and shall be collected by the same officers, in the same manner, and at the same time that taxes for general purposes for each of the years are certified, extended, and collected. The tax shall be placed before and in preference to all other items and for the full amount thereof; provided, however, that in each year, to the extent that any other lawfully available funds of the City are available for the payment of the Bonds and are appropriated for such purpose, the amount of such direct tax upon all of the taxable property in the City shall be reduced by the amount of such other funds so available and appropriated.”

Attachments: Ordinance

Suggested Disposition: Receive and File; Adopt Ordinance

3. Second Reading & Public Hearing

“AN ORDINANCE FIXING THE RATE OF TAXATION FOR THE YEAR OF 2023 ON ALL REAL AND TANGIBLE PERSONAL PROPERTY SUBJECT TO TAX, PUBLIC SERVICE COMPANIES AND LEVYING SAID TAX FOR ALL CITY PURPOSES”. This ordinance had its First Reading on September 11, 2023. Summary: That the 2023 City of Frankfort ad valorem tax rate is Nineteen and Seven Tenths Cents (19.7 cents) on each One Hundred Dollars (\$100) valuation of all real and personal property; Nineteen and Seven Tenths Cents (19.7 cents) on each One Hundred Dollars (\$100) valuation on public utilities and public service companies taxable on a franchise basis.

Attachments: Ordinance

Suggested Disposition: Receive and File; Adopt Ordinance

4. Second Reading

“AN ORDINANCE FIXING THE RATE OF TAXATION FOR THE YEAR 2024 ON ALL MOTOR VEHICLES AND LEVYING SAID TAX FOR ALL CITY PURPOSES”. This ordinance had its First Reading on September 11, 2023. Summary: This ordinance fixes the rate of taxation for the year 2024 at the sum of twenty-two and seven tenths cents (22.7 cents) on each one hundred dollars (\$100) valuation on all motor vehicles subject to taxation in the City.

Attachments: Ordinance

Suggested Disposition: Receive and File; Adopt Ordinance

5. Second Reading

“AN ORDINANCE FIXING THE RATE OF TAXATION FOR THE YEAR OF 2023 ON ALL TAXABLE CAPITAL OF DOMESTIC LIFE INSURANCE COMPANIES SUBJECT TO TAX AND LEVYING SAID TAX FOR ALL CITY PURPOSES”. This ordinance had its First Reading on September 11, 2023. Summary: That the 2023 City of Frankfort ad valorem tax rate is Eleven and Seven Tenths Cents (11.7 cents) on each One Hundred Dollars (\$100) valuation on taxable capital of domestic life insurance companies.

Attachments: Ordinance

Suggested Disposition: Receive and File; Adopt Ordinance

6. First Reading

“AN ORDINANCE AMENDING SECTIONS 37.12, 37.13, 37.14 AND 37.21 OF THE CITY OF FRANKFORT CODE OF ORDINANCES REGARDING PAY-OUT OF HOLIDAY, COMPENSATORY, VACATION AND FIT-FOR-DUTY LEAVE UPON SEPARATION FROM CITY EMPLOYMENT”. Summary: This ordinance amends Sections 37.12, 37.13, 37.14 and 37.21 of the City of Frankfort Code of Ordinances to 1) only allow pay-out of holiday, compensatory, vacation and fit-for-duty leave upon separation from City employment other than retirement for employees who have worked at least five consecutive years for the City; and 2) delete outdated language regarding holiday and fit-for-duty leave.

Attachments: Memo, Ordinance

Suggested Disposition: Receive and File; Approve Ordinance for Second Reading

7. First Reading

“AN ORDINANCE ADOPTING A NEW SECTION OF CHAPTER 37 OF THE CITY OF FRANKFORT CODE OF ORDINANCES REGARDING POLICE ACCELERATED CANDIDATE APPOINTMENT COMPENSATION”. **Summary:** This ordinance creates a new Section of City of Frankfort Code of Ordinances Chapter 37, the Salary Ordinance, to provide for compensation for accelerated police officer candidates based on years of service and conditional upon a three-year service contract with the City.

Attachments: Ordinance

Suggested Disposition: Receive and File; Approve Ordinance for Second Reading

8. **“A Resolution Authorizing the Mayor to Sign Professional Services Agreement with Josephine Sculpture Park for the Design and Installation of Public Art in the South Stairway of the Transit Center/Parking Garage Project” and Agreement.**

Attachments: Resolution, Agreement

Suggested Disposition: Receive and File; Adopt Resolution

9. “A Resolution Authorizing the Mayor to Sign a Contract With Signs, Etc. for the Downtown Frankfort Wayfinding Sign Installation Project” and Contract.

Attachments: Resolution, Contract, Bid Docs
Suggested Disposition: Receive and File; Adopt Resolution

10. Surplus Property Order for the IT Department

The purpose of this memo is to request the Board of Commissioners approve the Surplus of Equipment that has reached the end of life or is no longer in use by the City of Frankfort IT Department. The IT Dept. has several items that are not in use and have been replaced due to age and mechanical failure. The IT Dept. has several items that have reached their end of life and/or productive limits and have been replaced with newer equipment to ensure little to no loss of productivity in the City of Frankfort’s service to its citizens. Attached is a list of equipment to be listed for sale and some to be destroyed. The purpose of destruction would apply for police cell phones as they could contain sensitive or personal information related to cases in way of photos or text messages. The cost of cell phones on this list was .99 cents per unit and were replaced for free by the new carrier. There is no negative budget impact caused by the surplus of items mentioned in this memo. These items have been replaced with equipment from using FY 22/23 and 23/24 funds. Staff recommends approval.

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

11. Temporary Traffic Calming Measures on Equestrian Way Other Potential Locations– Public Works

The purpose of this memo is to request Board of Commissioners’ recommendation regarding purchase and installation of two (2) temporary speed cushions on Equestrian Way and for the Mayor to sign all related documents. Between mid-April and May 1, 2023, the Frankfort Police Department monitored vehicle speeds at 1214 Equestrian Way where the posted speed limit is 25 mph. The results were presented in a report (see SpeedView Analysis Report attachment) and made available to Mr. Richard Wilson, a resident of Equestrian Way. Following this, residents of Silver Lake, members of the Traffic Committee, and Commission members had multiple communications regarding safety, implementation, and equity concerns. At the request of the Board of Commissioners, Public Works has researched speed bumps, humps, and cushions and determined that if one of these is to be used as a traffic calming device on Equestrian Way, speed cushions are the best choice.

General guidelines recommend spacing speed cushions 260’-500’ apart. Based on this and locations of driveways and intersections on Equestrian Way between Stephen Rd. and Silver Lake Blvd., we recommend two (2) cushions be installed with appropriate Manual on Uniform Traffic Control Devices (MUTCD) required signage.

Public Works obtained quotes from two vendors for material purchase:

Vendor	Product	Cost (inc. freight)
Traffic Logix	Speed Cushion - MUTCD Arrows	\$7,504.00
Traffic Logix	Speed Cushion - Yellow Squares	\$8,704.00
RubberForm	Speed Cushion – White Arrows	\$5,416.06

An additional \$350-\$400 would be spent to purchase the necessary signs.

Funds were not budgeted for this project but are available in the Municipal Aid account 535.00.51100. In consideration of the information provided above and attached, staff requests the Board of Commissioners determine if purchase and installation of temporary speed cushions (2) on Equestrian Way is desirable. If the Board wishes to move forward, Public Works recommends approval to purchase materials from RubberForm in the amount of \$5,416.06. Public Works will work with the vendor to obtain and install the necessary equipment.

Attachments: Memo, SpeedView Analysis Report – 1214 Equestrian Way, Richard Wilson Letter - May 4, 2023, Katie Beard Letter – July 12, 2023, Richard Wilson Letter – July 17, 2023, Proposed Speed Cushion Locations, RubberForm Quote, Traffic Logix Quotes (2)
Suggested Disposition: Receive and File; Approve

UNFINISHED BUSINESS

NEW BUSINESS

EXECUTIVE SESSION

EXECUTIVE SESSION PER KRS 61.810 (1)(F), PERSONNEL, TO DISCUSS CANDIDATES WHICH MIGHT LEAD TO AN APPOINTMENT TO THE CITY MANAGER POSITION. ACTION MAY BE TAKEN IN OPEN SESSION.

ADJOURNMENT