

Lexington-Fayette Urban County Government

*200 E. Main St
Lexington, KY 40507*



Tuesday, July 9, 2013

3:00 PM

Packet

Council Chamber

Urban County Council Work Session

**URBAN COUNTY COUNCIL
SCHEDULE OF MEETINGS
July 8 – July 15, 2013**

Monday, July 8

No Meetings

Tuesday, July 9

COW Economic Development Committee.....1:00 pm
Council Chamber – 2nd Floor Government Center

Council Work Session.....3:00 pm
Council Chamber – 2nd Floor Government Center

Council Meeting.....6:00 pm
Council Chamber – 2nd Floor Government Center

Wednesday, July 10 – Council Summer Recess Begins

Policemen's & Firefighters' Retirement Board.....9:00 am
Council Chamber – 2nd Floor Government Center

Transportation Technical Committee.....9:00 am
Conference Room – 7th Floor Phoenix Building

Infill & Redevelopment Committee – CANCELLED.....10:30 am
Conference Room – 7th Floor Phoenix Building

Tree Board.....10:30 am
Conference Room – 5th Floor Government Center

Thursday, July 11

No Meetings

Friday, July 12

Senior Services Commission.....8:30 am
Bluegrass Area Development District – 699 Perimeter Drive

Monday, July 13

No Meetings

URBAN COUNTY COUNCIL

WORK SESSION SUMMARY

TABLE OF MOTIONS

July 2, 2013

Mayor Jim Gray called the meeting to order at 3:00pm. All Council Members were present.

I. Public Comment – Issues on Agenda – No

II. Requested Rezonings / Docket Approval – Yes

Motion by Stinnett to approve the docket. Seconded by Myers. Motion passed without dissent.

Motion by Henson to place on the Docket for July 2, 2013, a resolution authorizing the Mayor on behalf of the Urban County Government to execute a contract agreement with Machinex Technologies, Inc for the modified line layout for the Materials Recovery Facility, RFP 18-2013 at a cost not to exceed \$1,111,642.86. Seconded by Gorton. Motion passed without dissent.

III. Approval of Summary – Yes

Motion by Beard to approve the summary. Seconded by Stinnett. Motion passed without dissent.

IV. Budget Amendments – Yes

Motion by Ellinger to approve the budget amendments. Seconded by Myers. Motion passed without dissent.

V. New Business – Yes

Motion by Farmer to approve the new business items. Seconded by Gorton. Motion passed without dissent.

VI. Continuing Business / Presentations – Yes

Motion by Ford to move forward with the original plan for Senior Citizen's Center and to look for a plan to partner with YMCA for satellite locations. Seconded by Farmer.

Motion by Stinnett to table the Senior Citizen's Center until Tuesday, July 9, 2013 after a presentation from the Administration. Seconded by Lane. Motion to table passed 8-6. Gorton, Ford, Lawless, Farmer, Clarke, and Henson voted nay.

VII. Council Reports – Yes

Motion by Henson to refer to the Public Safety Committee a presentation by Division of Fire on Project Life Saver and a presentation by the Division of E911 on Smart 911.
Seconded by Gorton. Motion passed without dissent.

Motion by Akers to place usage agreements with the Division of Parks and Recreation and athletic groups that partner with them, into the General Government Committee.
Seconded by Gorton. Motion passed 14-1. Beard voted nay.

VIII. Mayor's Report

Motion by Gorton to approve the Mayor's Report. Seconded by Akers. Motion passed without dissent.

IX. Public Comment – Issues Not on Agenda – No

X. Adjournment – Yes

Motion by Stinnett to adjourn. Seconded by Gorton. Motion passed without dissent.

**Lexington-Fayette Urban County Government
Work Session Agenda
July 9, 2013**

- I. Public Comment - Issues on Agenda**
- II. Requested Rezoning/ Docket Approval – Yes**
- III. Approval of Summary – Yes, p. 1 - 2**
- IV. Budget Amendments – Yes, p. 9 - 10**
- V. New Business – Yes, p. 11 - 46**
- VI. Continuing Business/ Presentations**
 - a** Neighborhood Development Funds, July 9, 2013, p. 47
 - b** Planning and Public Works Committee Summary, June 2013, p. 48 - 52
 - c** Presentation: Senior Citizens' Center Update; By: Craig Bentz, p. 53 - 70
- VII. Council Reports**
- VIII. Mayor's Report – Yes**
- IX. Public Comment - Issues Not on Agenda**
- X. Adjournment**

Administrative Synopsis - New Business Items

- a 0656-13 Authorization to approve addendum to the five (5) year Routeware Maintenance Agreement as requested by Council at Work Session on March 19, 2013. (L0656-13) (Feese/Moloney)**
This is a request to approve addendum to the five (5) year Routeware Maintenance Agreement as requested by Council at Work Session on March 19, 2013. There is no budgetary impact.
p. 11 - 12
- b 0660-13 Authorization to declare the vacant parcel of land located at 302 Rosemont Garden as surplus and available for disposal. (L0660-13) (Reed)**
This is a request to declare the vacant parcel of land located at 302 Rosemont Garden as surplus and available for disposal. The property was acquired due to stormwater issues and the Division of Water Quality has concluded that, providing deed restrictions and a permanent access easement is maintained, the parcel could be disposed thus eliminating ongoing maintenance and placing it back onto the tax roll. p. 13 - 14
- c 0740-13 Authorization to amend Section 22-5 of the Code of Ordinances, extending one (1) temporary position of Administrative Officer P/T (Grade 118E) for a term of four (4) years within the Division of Waste Management. (L0740-13) (Maxwell/Moloney)**
This is a request to amend Section 22-5 of the Code of Ordinances, extending one (1) temporary position of Administrative Officer P/T (Grade 118E) for a term of four (4) years, beginning July 1, 2013 and ending July 1, 2017, within the Division of Waste Management. p. 15
- d 0750-13 Authorization to approve bid of RRC Company for the Haley Pike Compost Pad Design Build (RFP #19-2013). (L0750-13) (Feese/Moloney)**
This is a request to approve bid of RRC Company for the Haley Pike Compost Pad Design Build (RFP #19-2013) for an amount of \$395,000. Funds are budgeted. p. 16
- e 0752-13 Authorization to amend Section 21-5 of the Code of Ordinances, abolishing one (1) position of Computer Analyst, (Grade 115E) and creating one (1) position of Associate Traffic Engineer (Grade 115E) in the Division of Traffic Engineering. (L0752-13) (Maxwell/Moloney)**

This is a request to amend Section 21-5 of the Code of Ordinances, abolishing one (1) position of Computer Analyst, (Grade 115E) and creating one (1) position of Associate Traffic Engineer (Grade 115E) in the Division of Traffic Engineering. The impact for FY 2014 (24 pay periods) will be a savings of \$17,235.56. Budget amendment in process. p. 17

- f 0762-13** Authorization to amend Res. No. 291-2013, which authorized the purchase of 8 Heil Multipack Garbage Packers from Central Indiana Truck Equipment, to include a CNG front fuel option omitted from the original specifications. (L0762-13) (Baradaran/Reed)
This is a request to amend Res. No. 291-2013, which authorized the purchase of 8 Heil Multipack Garbage Packers from Central Indiana Truck Equipment, to include a CNG front fuel option omitted from the original specifications for an amount of \$4,416. This increase brings the new total cost to \$1,694,392. Funds are budgeted. p. 18
- g 0765-13** Authorization to approve grant from the Kentucky Department of Fish and Wildlife Resources for the purpose of enhancing Parks and Recreation's Archery Range at Hisle Farm Park. (L0765-13) (Hancock/Reed)
This is a request to approve grant from the Kentucky Department of Fish and Wildlife Resources for an amount up to \$50,000 for the purpose of enhancing Parks and Recreation's Archery Range at Hisle Farm Park. A 33% match of up to \$16,667 is required. p. 19
- h 0767-13** Authorization to amend Section 22-5 of the Code of Ordinances, creating positions that were funded and approved in the FY 2014 budget process to become effective July 1, 2013, the first day of the first pay period in FY 2014. (L0767-13) (Maxwell/Graham)
This is a request to amend Section 22-5 of the Code of Ordinances, creating positions that were funded and approved in the FY 2014 budget process to become effective July 1, 2013, the first day of the first pay period in FY 2014. p. 20
- i 0768-13** Authorization to amend ordinances related to the billing of landfill, sewer and water quality management fees to extend the time in which the monthly invoice is paid. (L0768-13) (O'Mara)
This is a request to amend ordinances related to the billing of landfill, sewer and water quality management fees to extend the time in which the monthly invoice is paid to 17 days. p. 21

- j 0769-13 Authorization to execute Purchase of Service Agreement with the Explorium of Lexington. (L0769-13) (O'Mara)**
This is a request to execute Purchase of Service Agreement with the Explorium of Lexington for \$246,950, as approved in the FY2014 budget. p. 22
- k 0770-13 Authorization to execute Purchase of Service Agreement with Bluegrass State Games, Inc. to conduct Bluegrass Summer games in July 2013. (L0770-13) (Emmons)**
This is a request to execute Purchase of Service Agreement with Bluegrass State Games, Inc. for an amount of \$52,500 to conduct Bluegrass Summer games in July 2013. Funds are budgeted. p. 23
- l 0772-13 Authorization to accept Deeds of Easement for the Blue Sky Pump Station force main. (L0772-13) (Martin/Moloney)**
This is a request to accept Deeds of Easement for the Blue Sky Pump Station force main. There are 24 easements including both permanent sanitary sewer easements and temporary construction easements at a cost of \$160,525.00. Funds are budgeted. p. 24
- m 0774-13 Authorization to execute Change Order No. 1 with Kalkreuth Roofing and Sheet Metal for roof replacement for the Phoenix Building. (L0774-13) (Reed)**
This is a request to execute Change Order No. 1 with Kalkreuth Roofing and Sheet Metal for an amount of \$2,800.43 for roof replacement for the Phoenix Building. This increase brings the new contract total to \$166,782.43. Funds are budgeted. p. 25 - 30
- n 0775-13 Authorization to amend Section 3-12 and 3-13 of the Code of Ordinances related to Alcoholic Beverage Licenses to reflect recent changes in KRS. (L0775-13) (Bastin/Mason)**
This is a request to amend Section 3-12 and 3-13 of the Code of Ordinances related to Alcoholic Beverage Licenses to reflect recent changes in KRS. There is no budgetary impact. p. 31 - 33
- o 0776-13 Authorization to execute five (5) Releases of Easements releasing streetlight easements on properties located at 1056, 1057, 1061, 1068 and 1076 Bridlewood Lane. (L0776-13) (Graham)**
This is a request to execute five (5) Releases of Easements releasing streetlight easements on properties located at 1056, 1057, 1061, 1068 and 1076 Bridlewood Lane. There is no budgetary impact. p. 34

- p** **0777-13** Authorization to execute Change Order No. 4 to agreement with GRW Engineers, Inc., for the Investigation and Design for Expansion Area 2A Pumping Station and Force Main. (L0777-13) (Martin/Moloney)
This is a request to execute Change Order No. 4 to agreement with GRW Engineers, Inc., for the Investigation and Design for Expansion Area 2A Pumping Station and Force Main for an amount not to exceed \$5,200.00. This increase brings the new contract total cost to \$505,390. Funds are budgeted. p. 35 - 44
- q** **0779-13** Authorization to execute a Purchase of Service Agreement (PSA) with the Kentucky Classical Theater Conservatory (KCT) for Summerfest 2014. (L0779-13) (Emmons)
This is a request to execute a PSA with the KCT for an amount of \$9,000.00 for Summerfest 2014. Funds are budgeted. p. 45
- r** **0780-13** Authorization to execute Purchase of Service Agreement (PSA) with LexArts, Inc. for Fund for the Arts Program for FY 2014. (L0780-13) (Emmons)
This is a request to execute PSA with LexArts, Inc. for an amount of \$450,000 for Fund for the Arts Program for FY 2014. Funds are budgeted. p. 46

NEW BUSINESS ITEMS REQUIRING BUDGET AMENDMENTS

8

If the New Business item listed below is on the Agenda, approval includes approval of the attached Budget Amendment. These Budget Amendments are not voted upon as part of section IV on the Agenda and are for information only.

NEW BUSINESS ITEM	BUDGET JOURNAL	DIVISION	DESCRIPTION OF REQUEST
752-13	70217	Traffic Engineering	To provide funds for one position of Associate Traffic Engineer by deleting funds for Computer Analyst. 1101 890.00 1101 30,930CR 30,040.00CR
EFFECT ON FUND BALANCES			
FUND 1101	30,040.00	INCREASE TO:	GENERAL SERVICE DISTRICT FUND

BUDGET AMENDMENT REQUEST LIST

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JOURNAL	POROLL0189	DIVISION	Various	Fund Name	General Fund
	POROLL0199				3,067,767.64
	POROLL0205				3,067,767.64
	POROLL0210			Fund Name	Urban Fund
	POROLL0211				3,516,472.71
	POROLL0214				3,516,472.71
	POROLL0216			Fund Name	Public Safety Fund
	POROLL0218				3,670.80
	POROLL0220				3,670.80
	POROLL0262			Fund Name	MAP Fund
					804,476.78
					804,476.78
				Fund Name	County Road Fund
					170,512.32
					170,512.32
				Fund Name	Mineral Severance Fund
					238.00
					238.00
				Fund Name	Coal Severance Fund
					595.00
					595.00
				Fund Name	Sewer Fund
					713,791.34
					713,791.34
				Fund Name	PFC Parks Fund
					1,130.20
					1,130.20
				Fund Name	Water Quality Fund
					3,623,046.45
					3,623,046.45
				Fund Name	Landfill Fund
					769,732.23
					769,732.23
				Fund Name	Public Parking Fund
					207,493.00
					207,493.00
				Fund Name	Extended School Fund
					462.90
					462.90
				Fund Name	E911 Fund
					655,391.24
					655,391.24

To provide funds for open purchase orders rolled into FY 2014 in accordance with Purchasing and Department of Finance guidelines. Funds for this purpose will be identified in the FY 2013 CAFR.

JOURNAL	70281-82	DIVISION	Grants and Special Projects	Fund Name	US Dept Interior
				Fund Impact	66,667.00
					66,667.00CR
					.00

To establish grant budget for Archery Range at Hisle Farm Park – FY 2014.

BUDGET AMENDMENT REQUEST SUMMARY

Fund	1101	General Services District Fund	3,067,767.64
Fund	1115	Urban Services District Fund	3,516,472.71
Fund	1133	Public Safety Fund	3,670.80
Fund	1136	MAP Fund	804,476.78
Fund	1137	County Road Fund	170,512.32
Fund	1138	Mineral Severance Fund	238.00
Fund	1139	Coal Severance Fund	595.00
Fund	4002	Sewer Revenue and Operating Fund	713,791.34
Fund	4024	PFC Parks Fund	1,130.20
Fund	4051	Water Quality Management Fund	3,623,046.45
Fund	4121	Landfill Fund	769,732.23
Fund	4161	Public Parking Fund	207,493.00
Fund	4202	Extended School Fund	462.90
Fund	4204	E911 Fund	655,391.24
Fund	3130	US Department of Interior	66,667.00



Lexington-Fayette Urban County Government
DEPARTMENT OF ENVIRONMENTAL QUALITY AND PUBLIC WORKS

Jim Gray
Mayor

Richard Moloney
Commissioner

MEMORANDUM

To: Mayor Jim Gray & Urban County Council

From: *Steven B. Fane*

Date: 06/07/2013

Res. # 0167-13- Blue Sheet Memo

Per Council request from Council Work Session on 3/19/2013 attached are the Addendum to the five (5) year Routeware Maintenance agreement:

1. Received source code in the event that Routeware goes out of business.
2. Have the payment schedule be adjusted to reflect the LFUCG fiscal calendar.

Cc: Richard Moloney



Lexington-Fayette Urban County Government
DEPARTMENT OF ENVIRONMENTAL QUALITY
AND PUBLIC WORKS

Jim Gray
Mayor

Richard Moloney
Commissioner

MEMORANDUM

TO: Mayor Jim Gray and Urban County Council

FROM: *Richard Moloney*
Richard Moloney, Commissioner
Department of Environmental Quality and Public Works

Steve Fesse
Steve Fesse, Director
Division of Waste Management

DATE: March 8, 2013

RE: Routeware Support Plan for the Next Five Years

The Division of Waste Management is requesting renewal of the Routeware Support Plan for the Routing Project for the next five (5) calendar years in the amount of \$488,268.00.

The requested support plan will enable the new DWM routing system (Routeware) to have the upgrades and technical support which will be necessary to maintain the most efficient and improved reliability.

This request is fully budgeted and will be funded through the Urban Service Fund.



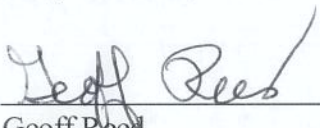
Lexington-Fayette Urban County Government
DEPARTMENT OF GENERAL SERVICES

Jim Gray
Mayor

Geoff Reed
Commissioner

MEMORANDUM

TO: Mayor Jim Gray
Urban County Council
Sally Hamilton, CAO

FROM: 
Geoff Reed
Commissioner of General Services

DATE: June 12, 2013

RE: Request Council authorization to declare the parcel of land located at 302 Rosemont Garden as surplus.

The Department of General Services requests that Urban County Council grant approval for the disposal of 302 Rosemont Garden as surplus. LFUCG is shown as the owner in the PVA records and the parcel is listed as follows:

NO	Street Name	Parcel ID	Acres	Square Ft	Council Dist	Owner
302	Rosemont Garden	20018040	0.1928	8,400	11	LFUCG

An internal investigation was conducted to determine if the parcel could be declared surplus and positive responses were received. The property was acquired due to stormwater issues and the Division of Water Quality has concluded that providing deed restrictions and a permanent access easement is maintained, the parcel could be disposed. As a result, and after a review of title was conducted by the Department of Law, General Services wishes to offer the 302 Rosemont Garden parcel for consideration for disposal. The parcel would be sold at Fair Market Value as determined by an appraisal with restriction as specified by the Division of Water Quality. All easements or rights-of-ways located on the parcel shall convey and remain in effect. The land survey, cost for appraisal, and other related expenses shall be the responsibility of the purchaser. Disposal of the property would alleviate ongoing maintenance and place the parcel back onto the tax roll.






Lexington-Fayette Urban County Government
DIVISION OF HUMAN RESOURCES

Jim Gray
Mayor

Janet Graham
Commissioner

M E M O R A N D U M

TO: Jim Gray, Mayor
Richard Moloney, Chief Administrative Officer
Council Members

FROM: 
John Maxwell, Director
Division of Human Resources

DATE: June 25, 2013

SUBJECT: Extend Position – Division of Waste Management

The attached action amends Section 22-5 of the Code of Ordinances, extending one (1) temporary position of Administrative Officer P/T (Grade 118E). for a term of four (4) years beginning July 1, 2013 and ending July 1, 2017 within the Division of Waste Management, effective upon passage by Council.

The Division requests this action to continue the teaming with public relations, website updates, prepare and compose newsletters for mailings in all areas of Waste Management.

This position is fully funded for FY 2014 and funds will be requested thereafter for the extension period of the position.

If you have questions or need additional information, please contact Daniel H. Fischer at 258-3030.

Attachment

cc: Richard Moloney, Commissioner - Department of Environmental Quality and Public Works
Steve Feese, Director – Division of Waste Management

Log #14-0002



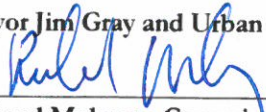
Lexington-Fayette Urban County Government
DEPARTMENT OF ENVIRONMENTAL QUALITY
AND PUBLIC WORKS

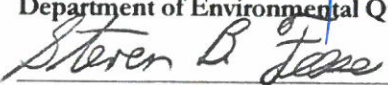
Jim Gray
Mayor

Richard Moloney
Commissioner

MEMORANDUM

TO: Mayor Jim Gray and Urban County Council

FROM : 
Richard Moloney, Commissioner
Department of Environmental Quality and Public Works


Steve Feese, Director
Division of Waste Management

DATE: June 26, 2013

RE: Haley Pike Compost Pad Design Build

The Division of Waste Management is requesting approval of the bid from RRC Company, out of Cynthiana, to replace a portion of the compost pad at the Haley Pike Landfill. RRC will replace a 50,000 square foot section of the pad using post-tension construction methodology. Their lump sum cost is \$395,000.

The section being replaced by this project has the most damage and is also sees the most traffic. It has been a safety concern; we have had user complaints and reports of damaged vehicles due to the poor condition of the pad.

This request is fully budgeted and will be funded through:
2601-303506-0001-92211 – Refuse_2011.



Lexington-Fayette Urban County Government
DIVISION OF HUMAN RESOURCES

Jim Gray
Mayor

Janet Graham
Commissioner

M E M O R A N D U M

TO: Jim Gray, Mayor
Richard Moloney, Chief Administrative Officer
Council Members

FROM: *John Maxwell by Jm Moloney*
John Maxwell, Director
Division of Human Resources

DATE: June 24, 2013

SUBJECT: Abolish/Create positions – Division of Traffic Engineering

The attached action amends Section 21-5 of the Code of Ordinances, abolishing one (1) position of Computer Analyst, (Grade 115E) and creates one (1) position of Associate Traffic Engineer (Grade 115E) in the Division of Traffic Engineering, effective upon passage by Council.

The division requests this action due to the fact that the Associate Traffic Engineer position is necessary for addressing computerized traffic signal communication and signal timing projects and traffic studies. The advancement of traffic signal systems and technology, the Associate Traffic Engineer position will serve the needs of the division in a better capacity than the position of Computer Analyst.

The fiscal impact for FY2014 (21 pay periods) will be a savings of \$17,235.56. All costs include benefits. This amount does not include lapse which has been included in the attached Budget Amendment.

Name	Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Vacant	Computer Analyst *	\$62,788.70	\$0	\$(62,788.70)
Vacant	Associate Traffic Engineer	\$0	\$45,962.02	\$45,962.02
Total Annual Impact/ Salary and Benefits \$(21,339.26)				

*actual budget

If you have questions or need additional information, please contact Daniel H. Fischer at 258-3030.

Attachment

cc: Richard Moloney, Acting Commissioner - Department of Environmental Quality and Public Works
Jim Woods, Acting Director – Division of Traffic Engineering
Log #14-0003



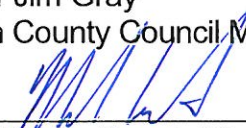
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0762-13

Lexington-Fayette Urban County Government
DEPARTMENT OF GENERAL SERVICES

Jim Gray
Mayor

Sally Hamilton
Chief Administrative Officer

TO: Mayor Jim Gray
Urban County Council Members

FROM: 
Mark Caton, Deputy Director,
Division of Facilities and Fleet Management

DATE: June 27, 2013

SUBJ: Change Order to Resolution #291-2013

Council Approval is requested for a change order to Resolution #291-2013. The request is being made because a CNG front fuel option was omitted from the original specifications. The cost of the option is \$552.00 for each of the eight units ordered for an increase of \$4,416 bringing the total cost of the eight units to \$1,694,392.




Lexington-Fayette Urban County Government
DEPARTMENT OF GENERAL SERVICES

Jim Gray
Mayor

Geoff Reed
Commissioner, General Services

MEMORANDUM

To: Mayor Jim Gray
Urban County Council Members
From: Jerry Hancock, Director of Parks and Recreation 
Date: June 28, 2013
Subj: Grant Acceptance from KY Fish and Wildlife Resources

This is a request to approve the acceptance of a grant from the Kentucky Department of Fish and Wildlife Resources for the purpose of enhancing Parks and Recreation's archery range at Hisle Farm (Park) on Briar Hill Road.

The grant proposes to create a program shelter, a covered archery shooting station, with covered shooting lanes, an elevated shooting stand and additional targets. The grant is for up to \$50,000 with Parks and Recreation required to match the grant by 33%, or up to \$16,667. These funds are budgeted in the FY 14 budget, during which time the grant must be used. The improvements will make the range more customer friendly in bad weather, and will enhance the ability to stage events and communicate safety messages to the public. The existing archery practice range is open year round, and has proven to be a safe and popular site for archers of all ages to learn and enjoy the sport. It is not uncommon to see 30 – 50 archers at a time on the range, particularly in the summer and fall.

Parks and KYDFWR agree that one of the factors essential to producing safe and responsible hunters is to provide them with quality practice facilities. Public shooting range opportunities are extremely limited in Kentucky, with only a very small portion of these ranges open to the public.

The Kentucky Department of Fish and Wildlife Resources has partnered with us in the past to provide assistance in the original opening of the Hisle Farm archery range, and has been a valuable partner in various other projects within our parks system in the past and we look forward to working with them on this project.

Please feel free to contact me with any questions that you may have.



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0767-13

Lexington-Fayette Urban County Government
DIVISION OF HUMAN RESOURCES

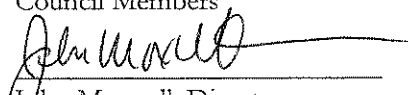
Jim Gray
Mayor

Janet Graham
Commissioner

M E M O R A N D U M

TO: Jim Gray, Mayor
Sally Hamilton, Chief Administrative Officer
Council Members

FROM:


John Maxwell, Director
Division of Human Resources

DATE: June 28, 2013

SUBJECT: Create Positions

The attached action amends Section 22-5 of the Code of Ordinances, creating positions that were funded and approved in the FY 14 budget process, to become effective July 1, 2014, the first day of the first pay period in Fiscal Year 2014.

As stated in the first memo creating the newly funded positions in the FY 2014 budget, the remainder of the approved new positions will be submitted after a review by the Division of Human Resources; the additional approved positions would be one (1) position of Treatment Plant Operator Apprentice (Grade 107N), two (2) positions of Treatment Plant Operator Apprentice – Class I, and two (2) positions of Treatment Plant Operator Apprentice – Class II in the Division of Water Quality.

The fiscal impact for FY2014 (26 pay periods) will be budget neutral. All funding for these new positions were included in the FY 2014 approved budget.

If you have questions or need additional information, please contact Nicole Rodriguez at (859) 258-3129.

Attachment

14-0001a



0768-13

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0768-13


Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

William O'Mara
Commissioner

MEMORANDUM

TO: Mayor Jim Gray
Sally Hamilton, CAO
Urban County Council Members

FROM: Bill O'Mara, Commissioner 

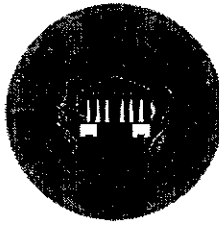
DATE: June 28, 2013

SUBJECT: Payment Terms of Sewer, Landfill and WQ Management Fees

Attached is an amendment to the Ordinances related to the billing of landfill, sewer and water quality management fees that extends the time in which the monthly invoice is paid. The extension to 17 days more closely reflects payment terms of other utilities in the area. This will enable a consistent implementation of penalty and interest charges later this fall.

I recommend approval of the amended payment terms. If you have questions or need additional information, please contact me.

/rpa



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

William O'Mara
Commissioner

MEMORANDUM

TO: Mayor Jim Gray
Urban County Council

FROM: William O'Mara, Commissioner
Department of Finance

A handwritten signature in black ink, appearing to be "W. O'Mara", written over the printed name and title.

DATE: June 28, 2013

RE: Purchase of Service Agreement – Explorium of Lexington (FY2014)

The Department of Finance requests approval of the attached FY2014 Purchase of Service Agreement between the Lexington-Fayette Urban County Government and the Explorium of Lexington for \$246,950 as approved in the FY2014 budget.

The FY2014 Purchase of Service Agreement reflects the new three part arrangement with Explorium to include: 1) 177,500.00 for support of the operations of the Explorium; 2) \$30,600 each year for three years for funds from a Explorium bank account; and 3) \$38,850 each year for five years for services provided by Explorium for 12-24 events in support of LFUCG Parks programming; for a total FY2014 appropriation of \$246,950.

I recommend that the Mayor be authorized to execute the attached agreement with the Explorium of Lexington.

/lyb

Attachment



Lexington-Fayette Urban County Government
OFFICE OF THE MAYOR

Jim Gray
Mayor

To: Mayor Jim Gray
Urban County Council

From: Shaye Rabold
Shaye Rabold, Senior Advisor to the Mayor

Date: June 28, 2013

Re: Bluegrass State Games, Inc. Purchase of Service Agreement

This is to request Council authorization of a Purchase of Service Agreement (PSA) with the Bluegrass State Games, Inc.

As stated in the attached PSA, the Bluegrass State Games shall organize, fund and conduct the Bluegrass Summer Games, an amateur athletic competition in which the finals are to be held primarily in Lexington-Fayette County. The Summer Games will consist of at least two (2) weekends of state final competition to be held in July, an opening ceremony, and other events as deemed appropriate.

Funds are budgeted in the amount of \$52,500.

FOLLOW MAYOR GRAY:

www.facebook.com/JimGrayLexKY www.twitter.com/JimGrayLexKY




Lexington-Fayette Urban County Government
DEPARTMENT OF ENVIRONMENTAL QUALITY AND PUBLIC WORKS

Jim Gray
Mayor

Richard Moloney
Commissioner of Water Quality and Public Works

TO: Mayor Jim Gray
Urban County Council

FROM: Charles H. Martin, P.E., Director 
Division of Water Quality

DATE: June 28, 2013

SUBJECT: Blue Sky Pump Station and Force Main – Consent Decree
Property Acquisition for Force Main

The purpose of this memorandum is to request a resolution authorizing the acceptance of Deeds of Easement for the Blue Sky Pump Station force main.

The force main is approximately 27,500 feet long and runs from the Blue Sky pump station to the East Hickman pump station. There are 24 easements made up of 292,538 square feet of permanent sanitary sewer easement with an appraised permanent easement cost of \$114,320.00, 585,590 square feet of temporary construction easement with an appraised temporary construction easement cost of \$46,205.00 for a total appraised cost of \$160,525.00

A list of properties is attached.

Funds are budgeted in:

4003 – 303408 – 3468 – 92811
Bud Ref: 2010
Project: BLUESKYPs_2010
Activity: CONSENT_DE

If you have any questions or need additional information, please let us know.

C: Steve Farmer, PE



25
0774-13

Lexington-Fayette Urban County Government
DEPARTMENT OF GENERAL SERVICES

Jim Gray
Mayor

Geoff Reed
Commissioner

TO: Jim Gray, Mayor
Urban County Council

FROM: Geoff Reed, Commissioner of General Services

DATE: June 19, 2013

SUBJECT: Request Council Authorization to Execute Change Order #1 with Kalkreuth Roofing and Sheet Metal in the Amount of \$2,800.43 for the Roof Replacement for the Phoenix Building Contract #122-2013


The Department of General Services is recommending the execution of change order No. 1 for \$2,800.43 with Kalkreuth Roofing and Sheet Metal, Lexington, Kentucky for the Roof Replacement for the Phoenix Building project. The new contract total is \$166,782.43.

The change order adds one (1) roof drain to the penthouse roof that was not part of the contractor's original scope. When the existing roof was removed, damaged deck materials were discovered. The damaged decking is causing excessive deflection of the roof and ponding water at that location. The contractor will remove the penthouse roof, install/tie in the additional drain, and patch/flash the penthouse roof. Completing this work will prevent ponding water and prolong the life of the roof.

Sufficient funds are budgeted in the following account:

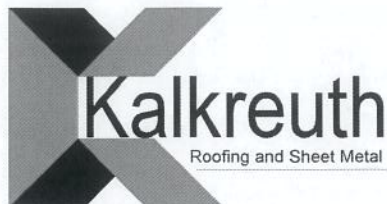
FUND	DEPT ID	SECTION	ACCOUNT	AMOUNT
2602	707501	7041	91018	\$2,800.43

Council authorization to execute Change Order No. 1 to the agreement with Kalkreuth Roofing and Sheet Metal in the amount of \$2,800.43 is hereby requested.

 7/1/13 for Geoff Reed
Geoff Reed, Commissioner

Cc: Jamshid Baradaran, Director of Facilities and Fleet Management
Jim Powell, Project Manager

Change Order Request



C.O.R. # P3-7056-0002

G.C. #

Date: 6/10/2013

Project Name: P3-7056 Phoenix Building Re-Roof

Project #: P3-7056

To: Fitzsimons Office of Architecture

Attn: Greg Fitzsimons

112 West Third St

Lexington, KY 40508

From: Kalkreuth Roofing & Sheet Metal, Inc

Stephen Coyle

2131 Capstone Drive

Lexington, KY 40511

Phone: (859) 243-0838

Fax:

Phone: (859) 231-7663

Fax: (859) 231-7669

We hereby propose to make the following changes:

Add Drain on Penthouse

Add one (1) drain on penthouse roof between two existing drains to drain ponding water caused by the existing deck deflection. Roof will be removed, 1 drain will be installed and tied into nearby drain line below, and roof will be patched/flashed with new drain sump.

Change Order Price

\$2,800.43

Original Contract Amount

\$163,982.00

This price is good for 5 days. If conditions change, this price is void.

We are requesting a time extension of 2 days in conjunction with this change.

Stephen Coyle

6/10/2013

Author

Date Sent



Accepted

The above prices and specifications of this Change Order request are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise specified.

Authorized Signature

Date of Acceptance

Change Order Request



C.O.R. # P3-7056-0002

G.C. #

Date: 6/10/2013

Project Name: P3-7056 Phoenix Building Re-Roof

Project #: P3-7056

Labor

Labor Type	Man Hrs	\$/Hr	Burden	Fringe	TotalTax	Sub Total	Markup		Total Labor
							%	Amount	
Roofing labor	12.00	\$33.24	\$0.00	\$0.00	\$0.00	\$398.88	0.00%	\$0.00	\$398.88
Sub Total						\$398.88		\$0.00	\$398.88
Grand Total						\$398.88		\$0.00	\$398.88

Materials

Materials	Quantity	Cost	TotalTax	Sub Total	Markup		Total Materials
					%	Amount	
Tapered Edge, Adhesive, DynaBase, DynaClad	1.00	\$400.00	\$24.00	\$424.00	0.00%	\$0.00	\$424.00
Sub Total				\$424.00		\$0.00	\$424.00
Grand Total				\$424.00		\$0.00	\$424.00

Subcontracts

Company	Description	Sub Total	Markup		Total
			%	Amount	
Frantz	Install New 4" Roof Drain and Piping	\$1,850.00	0.00%	\$0.00	\$1,850.00
Sub Total		\$1,850.00		\$0.00	\$1,850.00
Grand Total		\$1,850.00		\$0.00	\$1,850.00

Total Cost	\$822.88
Overhead	\$82.29
Profit	\$45.26
Subcontract	\$1,850.00
Total	\$2,800.43

Contract History FormContractor: Kalkreuth Roofing and Sheet MetalProject Name: Roof Replacement for the Phoenix BuildingContract Number and Date: 122-2013, April 25, 2013Responsible LFUCG Division: General ServicesChange Order Details

	<u>Summary of Previous Change Orders To Date</u>	<u>Percent Change to Dollar Amount</u>	<u>Original Contract</u>
A.	Original Contract Amount	<u>\$163,982.00</u>	
B.	Cumulative Amount of Previous Change Orders		<u>0.00%</u>
C.	Total Contract Amount Prior to this Change Order	<u>\$163,982.00</u>	
<u>Current Change Order (#1)</u>			
D.	Amount of this Change Order	<u>\$2,800.43</u>	<u>1.71%</u>
E.	New Contract Amount Including this Change Order	<u>\$166,782.43</u>	<u>101.71%</u>

Signature Lines

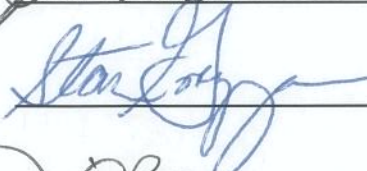
Project Manager:



Date:

6/21/13

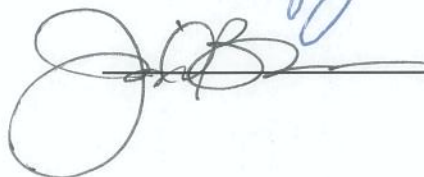
→ Reviewed By:



Date:

6-24-13

Division Director:



Date:

7/1/13

JUSTIFICATION FOR CHANGE

PROJECT: Roof Replacement for the Phoenix Building 0774-13

CONTRACT NO. 122-2013

CHANGE ORDER: 1

1. Necessity for change: During demolition of the existing penthouse roof damaged decking was uncovered. The damaged decking deflects and is causing water to pond. An additional roof drain will be installed between two existing drains to provide additional drainage. Roof will be removed, 1 drain installed and tied into existing drain line below. Roof will be patched/flushed.
2. Is proposed change an alternate bid? ___ Yes X No
3. Will proposed change alter the physical size of the project? ___Yes X No
If "Yes", explain.
4. Effect of this change on other prime contractors: N/A
5. Has consent of surety been obtained? ___Yes X Not Necessary
6. Will this change affect expiration or extent of insurance coverage? ___Yes X No
If "Yes", will the policies be extended? ___Yes ___No
7. Effect on operation and maintenance costs: Providing additional drainage will prolong the life of the roof and save money on future repairs.
8. Effect on contract completion date: 2 days

Recommended by Jim Pugh Mayor _____ Date _____
(Project Manager)

Approved by _____ (Grant Manager)

CONTRACT CHANGE ORDER

To (Contractor):

Kalkreuth Roofing and Sheet Metal

You are hereby requested to comply with the following changes from the contract plans and specification;

[illegible]

Total decrease

Total increase

Net increase/(decrease) in contract price

Current Contract Amount: \$163,982.00

New Contract Amount: \$166,782.43

Recommended by Lina Soule (Project Manager)Date 6/21/13Accepted by  (Contractor)

Date 6-24-13

Approved by _____ (Grant Manager)

Date _____

Approved by Scott Bond for Scott Bond (Commissioner)

Date _____

Approved by _____ (Mayor or CAO)

Date _____

30

0774-13



LEXINGTON DIVISION OF POLICE

150 East Main Street • Lexington, KY 40507 • (859) 258-3600

TO: Mayor Jim Gray
Urban County Council

FROM: Chief Ronnie Bastin
Division of Police

DATE: July 1, 2013

RE: Ordinance Amendment – Section 3-12(3)

Please find attached amendment to Ordinance 3-12(3) related to Alcoholic Beverage Licenses:

AN ORDINANCE AMENDING SECTION 3-12(3) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A WHOLESALE DISTILLERS SPIRIT AND WINE LICENSE; AMENDING SECTION 3-12(4) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A QUOTA RETAIL PACKAGE LICENSE; AMENDING SECTION 3-12(5) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A QUOTA RETAIL DRINK LICENSE; AMENDING SECTION 3-12(6) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A SPECIAL TEMPORARY LICENSE; AMENDING SECTION 3-12(7) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A NONQUOTA TYPE ONE RETAIL DRINK LICENSE; AMENDING SECTION 3-12(8) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A NONQUOTA TYPE TWO RETAIL DRINK LICENSE; AMENDING SECTION 3-12(9) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A NONQUOTA TYPE THREE RETAIL DRINK LICENSE; AMENDING SECTION 3-12(10) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A DISTILLED SPIRITS AND WINE SPECIAL TEMPORARY AUCTION LICENSE; AMENDING SECTION 3-12(11) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A SPECIAL SUNDAY RETAIL DRINK LICENSE; AMENDING SECTION 3-12(12) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE AN EXTENDED HOURS SUPPLEMENTAL LICENSE; AMENDING SECTION 3-12(13) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A CATERER'S LICENSE; AMENDING SECTION 3-12(14) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A BOTTLING HOUSE STORAGE LICENSE; CREATING SECTION 3-12(15) OF THE CODE OF ORDINANCES

RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A LIMITED RESTAURANT LICENSE; CREATING SECTION 3-12(16) OF THE CODE OF ORDINANCES RELATED TO ALCOHOLIC BEVERAGE LICENSES TO CREATE A LIMITED GOLF COURSE LICENSE; AMENDING SECTION 3-13(4) OF THE CODE OF ORDINANCES RELATED TO MALT BEVERAGE LICENSES TO CREATE A NONQUOTA RETAIL MALT BEVERAGE PACKAGE LICENSE; AMENDING SECTION 3-13(5) OF THE CODE OF ORDINANCES RELATED TO MALT BEVERAGE LICENSES TO CREATE A NONQUOTA TYPE FOUR RETAIL MALT BEVERAGE DRINK LICENSE; AMENDING SECTION 3-13(6) OF THE CODE OF ORDINANCES RELATED TO MALT BEVERAGE LICENSES TO CREATE A MALT BEVERAGE BREW ON PREMISES LICENSE; DELETING SECTION 3-13(7) OF THE CODE OF ORDINANCES RELATED TO MALT BEVERAGE LICENSES DELETING SECTION 3-13.1 OF THE CODE OF ORDINANCES RELATED TO SPECIAL CONVENTION EXTENDED HOURS AND HORSE RACE TRACK LICENSES.

Upon approval and signing, please forward a copy of the ordinance to my office. If you have any questions or require additional information, please contact my office.

A handwritten signature in black ink, appearing to read "Ronnie Bastin". The signature is fluid and cursive, with the first name "Ronnie" and last name "Bastin" clearly distinguishable.

Ronnie Bastin
Chief of Police

RB/rmh

Attachment

cc: Clay Mason, Commissioner of Public Safety



Lexington-Fayette County
Division of Police
MEMORANDUM
Lexington, Kentucky

DATE OF ISSUE

June 26, 2013

EFFECTIVE DATE

33
NUMBER 0775-13
BOI:
13/096

TO: **Ronnie Bastin**
Chief of Police

FROM: Assistant Chief Dwayne Holman
Bureau of Investigation

SUBJECT:

**Proposed Amendments to City Ordinance
3-12 and 3-13**

Please find attached proposed language to amend City Ordinance 3-12 and 3-13 to reflect recent changes in KRS. It appears the Department of Law is aware of the changes and recommends and expedited evaluation to be placed on the docket for Council.

Please forward to Commissioner Mason for his endorsement and processing.

Assistant Chief Dwayne Holman
Bureau of Investigation

DH/be



Lexington-Fayette Urban County Government
DEPARTMENT OF LAW

Jim Gray
Mayor

Janet M. Graham
Commissioner

TO: Jim Gray, Mayor
Members, Urban County Council

FROM: Department of Law

DATE: July 1, 2013

RE: Releases of Easements
Bridlewood Lane

This memo is to request a Resolution authorizing the Mayor to sign five (5) Releases of Easements releasing streetlight easements on properties located at 1056, 1057, 1061, 1068, and 1076 Bridlewood Lane.

The proposed Releases have been reviewed and approved by the Divisions of Engineering, Water Quality, and Traffic Engineering and the Department of Law. This action has no budgetary implication for LFUCG.

A handwritten signature in black ink, appearing to read "Edward W. Gardner Sr.", written over a horizontal line.

Edward W. Gardner
Attorney Sr.

Enclosure

cc: Sally Hamilton, CAO
Council Office




Lexington-Fayette Urban County Government
DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL QUALITY

Jim Gray
Mayor

Richard Moloney
Commissioner

Memorandum

To: Mayor Jim Gray
Urban County Council

From: 
Charles H. Martin, P.E., Director
Division of Water Quality

Date: July 1, 2013

Re: Change Order No. 4 for the Investigation and Design for Expansion Area 2A Pumping Station and Force Main – Caversham Park Lane Sewer Extension Resolution No. 55-2009

The purpose of this memorandum is to request a resolution authorizing the acceptance of a change order to the LFUCG contract with GRW Engineers, Inc., for the Investigation and Design for Expansion Area 2A Pumping Station and Force Main (Resolution #55-2009). The additional work, approved by DWQ, to be performed by the consultant includes field survey, design, and permitting for approximately 150-lf of 12-in gravity sanitary sewer. Contract extension costs are not to exceed \$5,200. Funds are budgeted in 4003-303401-3424-92811 Project: 2AEXPANSI_2010 and Activity: CONSTRUCT.

Questions regarding this agreement should be directed to LaJoyce Mullins-Williams at 425-2580 or Chase Azevedo at 258-3425.

pc: Richard Moloney, Commissioner, Department of Environmental Quality
Rodney Chervus, P.E., Collection and Conveyance Manager, Division of Water Quality
Todd Slatin, Director, Central Purchasing
LaJoyce Mullins-Williams, Project Engineering Coordinator, Division of Water Quality
Chase Azevedo, Project Engineering Coordinator, Division of Water Quality

CONTRACT HISTORY FORM

Contractor: GRW Engineers, Inc.

Project Name: Investigation and Design for Expansion Area 2A Pumping Station and Force Main

Contract Number and Date: R-55-2009 12-Feb-09

Responsible LFUCG Division: Division of Water Quality

CHANGE ORDER DETAILS

<u>Summary of Previous Change Orders To Date</u>		<u>Dollar Amount</u>	<u>Percent Change to Original Contract</u>
A.	Original Contract Amount:	\$ <u>380,000.00</u>	
B.	Cumulative Amount of Previous Change Orders:	\$ <u>120,190.00</u>	<u>32%</u> % (Line B / Line A)
C.	Total Contract Amount Prior to this Change Order:	\$ <u>500,190.00</u>	
<u>Current Change Order</u>			
D.	Amount of This Change Order:	\$ <u>5,200.00</u>	<u>1%</u> % (Line D / Line A)
E.	New Contract Amount Including this Change Order:	\$ <u>505,390.00</u>	<u>133%</u> % (Line E / Line A)

SIGNATURE LINES

Project Manager: [Signature] Date: 7-1-13

Reviewed by: [Signature] Date: 7-1-13

Division Director: [Signature] Date: 7/1/13

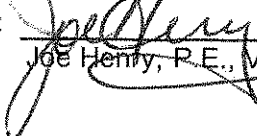
SIGNATURES TO CHANGE ORDER - Permit

Change Order #4 Amount -- \$ 5,200

ACCEPTED:

GRW Engineers, Inc.

DATE: 7/1/13

BY: 
Joe Henry, P.E., Vice President

RECOMMENDED:

Lexington-Fayette Urban County Government


DATE: 7-1-13

BY: 
Chase Azevedo, Project Engineering Coordinator

REVIEWED:

Lexington-Fayette Urban County Government

DATE: 7/1/13

BY: 
Charles H. Martin, P.E., Director
Division of Water Quality

APPROVED:

Lexington-Fayette Urban County Government

DATE: _____

BY: _____
Jim Gray, Mayor

Scope of Services
Design and Preparation of Contract Documents
Caversham Park Lane Sewer Extension

Background and Project Description

The Lexington Fayette Urban County Government (LFUCG), through the Division of Water Quality (DWQ) is accepting proposals from consulting engineering firms for the design of approximately 150-LF of 12-in gravity sanitary sewer in the vicinity of 3101 Caversham Park Lane in Lexington, KY.

Currently, a 12-in gravity trunk sewer serves residences of the Gleneagles Subdivision (Sikura Justice Unit 1C) on Caversham Park Lane. The 12-in trunk sewer reduces to an 8-in gravity collector sewer at manhole NE5_303. Manholes NE5_301, NE5_302, and NE5_303 surcharge during wet weather. The residence at 3101 Caversham Park Lane has experienced multiple basement backups. The 8-in gravity collector discharges to the Glen Eagles Pump Station. A 12-in gravity trunk sewer starting at manhole NE5_379 serves residences in the Blackford Property Subdivision adjacent to the Gleneagles Subdivision. The 12-in gravity trunk sewer discharges to the Blackford Pump Station.

The proposed 150-LF gravity sewer extension will tie the 12-in truck sewer serving the Gleneagles Subdivision to the starter manhole of the 12-in trunk sewer in the Blackford Property Subdivision between manholes NE5_303 and NE5_379 (see attached exhibit).

Scope of Services**Task 1: Existing Information**

1. Obtain available LFUCG GIS data for the area, sanitary and storm sewer mapping including parcel lines, aerial photography, and existing infrastructure. The required sanitary sewer capacity, pipe sizes, photogrammetry, and information related to significant existing trees will be provided to the Consultant.

Task 2: Field Surveys and Preliminary Design

1. Conduct field surveys with appropriate referencing to locate topographical features not shown on existing mapping. Confirm critical locations and elevations necessary for design including but not limited to existing sanitary sewer inverts and other utilities.
2. Conduct project kickoff meeting to discuss project requirements and the scope of work. Conduct site walk through with DWQ.
3. Prepare a topographic survey of the project corridor.
4. Research all deeds, plats, and other property records to identify all sanitary sewer and drainage easements in favor of LFUCG.
5. Develop a preliminary alignment considering the alignment of the existing sanitary sewers, existing buildings, existing utilities/utility conflicts, streams, roadways and/or other features or improvements, and construction costs.
6. Prepare a Preliminary Design Technical Memorandum documenting the following:

- Proposed plan for horizontal alignment detailing all utility conflicts
- List of impacted properties and property owners
- List of required temporary (construction) and permanent easements
- List of easements to be released
- List of required permits and respective agencies from which the permit(s) will be secured
- List of agencies that will require notifications and/or approvals
- Preliminary Opinion of Construction Costs per unit cost schedule

Note: Task 3: Detailed (final) Design shall not begin until authorization is received from DWQ.

Task 3: Detailed Design

1. Prepare contract drawings. Drawings shall show angles between all influent and effluent lines to manholes.
2. Prepare, submit, and revise as required Stormwater Pollution Prevention Plan (SWPPP) if required or obtain exemption if project area is less than one acre.
3. Prepare, submit, and revise required Erosion and Sediment Control (ESC) Plan.
4. Prepare, submit applications, and secure all required permits including but not limited to those listed in the Preliminary Design Technical Memorandum.
5. Complete the General Conditions portions of the Contract Documents. Standard form Contract Documents requiring completion of these sections, along with the technical specifications will be provided to the Consultant. The Consultant may be required to prepare some specifications that are not included in LFUCG's standard specifications.
6. Prepare Final Opinion of Construction Costs per DWQ unit cost schedule.
7. Attend Progress Meetings (two, 2) with DWQ. One meeting shall be during Task 2 and one (1) additional meeting during the final design phase. Consultant shall be responsible for meeting agendas, handouts, and meeting summaries.
8. Correspond and meet with all other utility companies and regulatory agencies as required for this project.
9. Submit final Contract Documents (Plans and Specifications) to Kentucky Division of Water (KDOW) for review and revision as necessary. Consultant is responsible for all necessary correspondence with KDOW and any other regulatory agencies.

Notes:

Drawings shall be prepared in AutoCad format and according to LFUCG standards.

Consultant shall provide to DWQ two (2) full-size sets and two (2) half-size sets of plans, two sets of Specifications, one (1) CD or DVD with the digital AutoCad plans, and one (1) Acrobat PDF of the Specifications. This does not include sets required for KDOW, other regulatory agencies, or working drawings used in progress meetings.

Consultant is not responsible for:

- Environmental Assessment of the project or project area
- Hydraulic evaluation of the upstream or downstream portions of the sanitary sewer system

Task 4: Project Permitting

1. Provide DWQ with all technical and administrative assistance necessary to fulfill requirements from all regulatory agencies. The Consultant's Scope of Work includes but is not limited to the following with respect to regulatory tasks:
 - KDOW Construction Permit
 - KDOW Floodplain Construction Permit or exemption
 - Exemption for KDOW Water Quality Certification or exemption
 - Exemption for any related United States Army Corps of Engineers (USACE) permits or exemption(s)
 - Storm Water Pollution Prevention Plan (SWPPP) or exemption

Task 5: Easement Acquisition

1. Consultant shall prepare a detailed plat for each parcel affected by the project showing required temporary and permanent easements, and easements to be released. Consultant shall prepare and submit to DWQ with the easement plats an Excel spreadsheet detailing the following:
 - Property Owner
 - Property Address
 - Deed Book and page number for the property deed
 - Plat references if any
 - Area in square feet of temporary and permanent easements
 - Consultant shall secure the Memorandum of Understanding for all easements

The spreadsheet shall include parcels and /or pipes for which there exists only a prescriptive easement. The Consultant is responsible for securing the signed Memorandum of Understanding from property owners.

Task 6: Services During Construction

1. Provide "as-built" Global Positioning System (GPS) coordinates for gravity sewer piping in accordance with the Lexington-Fayette Urban County Government Sanitary Sewer and Pumping Station Manual.
2. Prepare record drawings, in both hard copy (reproducible format) and standard electronic format, compatible with Lexington-Fayette Urban County Government equipment and software.

Resident observation shall be performed by DWQ personnel during construction.

Attachments:

- Caversham Park Lane Sewer Aerial View
- Right of Way Acquisition Flowchart

Proposals shall be submitted in a sealed envelope to:

Attention: Chase Azevedo, P.E.
Division of Water Quality
Lexington Fayette Urban County Government
125 Lisle Industrial Avenue, Suite 180
Lexington, KY 40511

**Request for Price Proposal
Caversham Park Lane Sewer Extension**

Professional Services Fee

The Consultant shall prepare a cover letter, and submit with the cover letter the populated fee schedule (see attached) for the described project and related Scope of Services. Task Nos. 1, 2, 3, 4, 5, and 6 will be used to evaluate the bids.

Consultant shall provide a schedule of hourly rates as defined for additional services as required or directed by the Division of Water Quality (DWQ).

Project Schedule

The proposed schedule for this project is as follows:

Engineering Proposals Due	July 2013
Final Engineering Negotiation / Task Order	July and August 2013
Task Nos. 1 and 2 Complete	July and August 2013
Task Nos. 3 and 4 Complete	August and September 2013
Final Contract Documents to DOW	August and September 2013
Finalize Easement Acquisition	August and September 2013
Contract Complete	September 2013

**Caversham Park Lane
Sanitary Sewer Extension**

Scale: 1:500

Alternate 1: Red
Alternate 2: Orange



Fee Proposal
Caversham Park Lane Sewer Extension

Lump Sum Fee Components

Task No. 1 – Existing Information	<u>\$ 500</u>
Task No. 2 – Field Surveys and Preliminary Design	<u>\$2,000</u>
Task No. 3 – Detailed Design	<u>\$1,900</u>
Task No. 4 – Project Permitting	<u>\$ 200</u>
Task No. 5 – Easement Acquisition-Description Only	<u>\$ 500</u>
Task No. 6 – Services During Construction	<u>\$ 100</u>
Total	<u>\$5,200</u>

Hourly Rates

Project Manager	<u>\$ 165</u>
Project Engineer	<u>\$ 120</u>
Engineering Technician/CAD	<u>\$ 95</u>
Survey Crew	<u>\$ 145</u>
Clerical	<u>\$ 50</u>

Signed: _____


Joseph Henry, P.E.

Firm Name: GRW Engineers, Inc.

Date: June 6, 2013



Lexington-Fayette Urban County Government
OFFICE OF THE MAYOR

Jim Gray
Mayor

To: Mayor Jim Gray
Urban County Council

From: Shaye Rabold
Shaye Rabold, Senior Advisor to the Mayor

Date: July 1, 2013

Re: SummerFest Purchase of Service Agreement

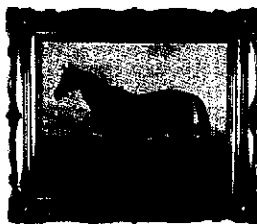
This is to request Council authorization of a Purchase of Service Agreement (PSA) with the Kentucky Classical Theatre Conservatory (KCT).

As stated in the attached PSA, KCT shall use the funds to produce two plays as part of SummerFest 2014 to be held at the Arboretum.

Funds are budgeted in the amount of \$9,000.

FOLLOW MAYOR GRAY:


www.facebook.com/JimGrayLexKY www.twitter.com/JimGrayLexKY



Lexington-Fayette Urban County Government
OFFICE OF THE MAYOR

Jim Gray
Mayor

To: Mayor Jim Gray
Urban County Council

From: 
Shaye Rabold, Senior Advisor to the Mayor

Date: July 1, 2013

Re: LexArts Purchase of Service Agreement for the *Fund for the Arts* (Arts Program)

This is to request Council authorization of a Purchase of Service Agreement (PSA) with LexArts, Inc.

Lexington Fayette-Urban County Government supports local arts organizations and programming through its annual allocation to the Fund for the Arts managed by LexArts, Inc. As stated in the attached PSA, LexArts shall use the funds for the following purposes: re-granting funds to nonprofit organizations providing arts and cultural programming in Lexington-Fayette County; providing below-market rental space for arts organizations at ArtsPlace and the Downtown Arts Center; organizing and managing community arts events; and publishing materials related to the arts.

Funds are budgeted in the amount of \$450,000.

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Neighborhood Development Funds
July 9, 2013
Work Session

Amount	Recipient	Purpose
\$ 650.00	Repairers of the Breach, Inc. PO Box 34152 Lexington, KY 40588 Shelli Gregory	To provide assistance with the purchase of five Kindles.
\$ 550.00	Dunbar Advisory Council, Inc. 545 N. Upper Street Lexington, KY 40508 Jacquelyn French	To assist with the 18th Annual S.T. Roach Basketball & Cheerleading Clinic.
\$ 1,275.00	WGPL Neighborhood Association 143 Goodrich Avenue Lexington, KY 40503 Prancois Pomerleau	To provide funds for maintenance of a damaged tree and surrounding asphalt.
\$ 500.00	North Lexington Babe Ruth Baseball, Inc. PO Box 11463 Lexington, KY 40575-1463 Steve Cummins	To assist with the start up cost of a new baseball league for young men from 13-18 years old.
\$ 250.00	Brucetown Neighborhood Association, Inc. 714 Dakota Street Lexington, KY 40508 Linda Carol Williams	To assist with the annual Brucetown Day celebration.
\$ 250.00	Georgetown Street Area Neighborhood Association, PO Box 11382 Lexington, KY 40575 Diane Marshall	To assist with their Annual Back to School Rally.



Planning and Public Works Committee
June 18th, 2013
Summary and Motions

Chair Bill Farmer Jr. called the meeting to order 1:00pm. Committee members Jennifer Mossotti, Vice Mayor Linda Gorton, Charles Ellinger, Steve Kay, Chris Ford, Diane Lawless, Julian Beard, Harry Clarke and Peggy Henson were in attendance. Kevin Stinnett and Shevawn Akers attended as non-voting members.

1. Approval of Summary

Motion by Gorton to approve the summary. Seconded by Kay. Motion passed without dissent.

2. Adult Day Care Centers

Henson presented her proposal to separate adult day care centers from day drop-in centers. Henson said that she would like to add a new definition allowing for day drop-in centers. These would be facilities that provide services to at least four (4) adults, who are free to come and go at will, part-time, day or night, but less than twenty-four (24) hours. Henson proposed that these centers be conditional uses if within 500 feet of a school, daycare center, adult day center or residential zone. She also proposed an off-street parking requirement of one (1) space for every ten (10) persons being provided services, plus one (1) space per staff member on the maximum shift.

Henson proposed changing the definition of an adult day care center to any adult facility which provides part-time care, day or night, but less than twenty-four (24) hours, to at least four (4) adults, who must be in a protective environment, not related to the operator of the adult care facility by blood, marriage, or adoption.

Bill Sallee came to the podium to respond to Henson. Sallee distributed a handout from the Division of Planning on the issue. Sallee said that the use that Henson has described has been described by the American Planning Association (APA) as a social service facility. APA also recommends that the social service facilities be regulated differently than adult day care facilities. The social service facilities are generally conditional uses in commercial zones but are not allowed at all in residential zones. Community centers are often conditional uses in residential zones and permitted in commercial zones and that is how they are regulated in Fayette County as well. Adult day care centers are usually permitted uses in both residential and commercial zones.

Sallee said that the Division of Planning does not have an issue with the proposed parking changes. Sallee said it was unclear to him that if the use is more than 500 feet from a school, daycare center, adult day care center or residential zone, whether they will be permitted or not. Henson responded that in the four (4) zones, P-1, B-1, B2, and B-2A if it is more than 500 feet, it would be permitted.

Beard asked Henson why they would change the parking requirement from one space per four (4) people to one space per ten (10) people. Henson said that participants in these types of programs usually have significant disabilities and are unable to drive.

Ford asked Sallee if he thinks the social service facility definition is more appropriate. Sallee said that he thinks the drop-in center definition or the day shelter definition seems more appropriate for the original use that prompted this text amendment a year ago. Ford agreed that either of those definitions would be more appropriate in the spirit of compromise.

Ford asked how they would apply the conditional use if it is only 500 feet. Sallee said that it would be a determination that would be made when the permit is applied for. Sallee said that it could be determined at that time if the particular situation had to go before the Board of Adjustment (BOA).

Gorton said that she wants to see another draft with the new language.

Henson asked Sallee how they would go about changing the definition. Chris King said that Traci Jones will have to provide a legal opinion.

Henson said that they will have to know where all the schools, daycare centers, and adult day care centers are. She went on to say that it might be easier to make them conditional uses across the city.

Stinnett asked King if they could produce a map illustrating the 500 foot buffer to see where these facilities could be located. King said that doing a map to show a 500 foot buffer from residential zones would be doable. King was reluctant to commit to producing a map that would illustrate all the buffers.

Motion by Ford to approve the revision to the parking requirements from one space for every four (4) to one space for every ten (10) persons being provided services, plus one (1) space per caregiver on the maximum shift. Seconded by Mossotti. Motion passed without dissent.

Motion by Ford to define adult day care centers as "Any adult care facility which provides part-time care, day or night, but less than twenty-four (24) hours, to at least four (4) adults, who must be in a protective environment, not related to the operator of the adult care facility by blood, marriage, or adoption." Seconded by Lawless. Motion passed without dissent.

Motion by Ford to accept the definition of Homeless Day Center as "A facility whose primary purpose is to provide service to those experiencing homelessness, such as day center, free meals or snacks, free clothing, personal hygiene facilities, information and referral, counseling, mail and/or telephone services with overnight shelter prohibited." Seconded by Henson.

Ford withdrew his motion. Henson withdrew her second.

Motion by Kay to define a day shelter as a facility providing basic services generally during daylight hours, which may include food; personal hygiene support; information and referrals; employment, mail and telephone services; but excluding overnight sleeping accommodations, to people with limited financial resources, including people who are homeless. Seconded by Henson. Motion passed without dissent.

Motion by Ford to make day shelters conditional uses throughout the zones in the original ZOTA. Seconded by Kay. Motion passed without dissent.

3. B1 ZOTA

Farmer spoke briefly about the history of the B1 ZOTA.

Lawless expressed concern about rehabilitation homes.

Motion by Lawless to investigate making rehabilitation homes conditional uses in P-1 and B-1 zones regardless of how far they are from residential. Seconded by Ford.

Motion to amend by Lawless to make rehabilitation homes conditional uses in P-1, P-2, B-1 and B-2A zones. Amendment seconded by Ford. Amendment passed without dissent.

Beard expressed concern that setting a 500 foot boundary is ridiculous. He said that if someone is mentally ill, a line drawn is not going to stop them.

King said that he would have to ask the Law Department about the potential changes to see if it will need to go back to the Planning Commission.

In response to a question from Kay, King said that if they make a change in a zone and there was no advertisement that they were making a change in that zone, it would be a red flag and would need to be re-heard by the Planning Commission. King said if they were going to introduce or eliminate a use from a zone, this would be an orange flag to the Law Department. King urged the Council to see where they are comfortable and King said he will proceed as necessary.

Clarke said that he does not see why rehabilitation homes cannot be conditional uses and went on to say that he supported the motion by Lawless.

Amended motion passed without dissent.

Mossotti asked for clarification on whether or not a tattoo parlor would be considered a prohibited use in a P-1 zone. Sallee said yes.

King said that right now, tattoo parlors are allowed by right in P-1 zones.

Motion by Mossotti to remove tattoo parlors from the B1 ZOTA prohibited uses in the P-1 zone and make them principle uses in the P-1 zone. Seconded by Beard. Motion failed 4-6. Gorton, Clarke, Farmer, Kay, Ellinger, and Henson voted nay.

Clarke directed the Committee members to page eighteen (18) number forty (40) (refers to 8-16 (o)(4) which is not in the document). Clarke said it should read 8-16 (o)(3). Farmer noted the change.

Motion by Lawless to remove tattoo parlors from the B1 ZOTA prohibited uses in the B-2B zone and make them conditional uses in the B-2B zone. Seconded by Kay. Motion passed without dissent.

Gorton mentioned the Recreational ZOTA Work Group. She asked how the recommendations from that Work Group will come forward to fit into this document. Sallee said that they will be worked into this language.

King said that he will consult with the Law Department to see if the revised language has to be sent back to the Planning Commission. King said that they can report it out to the full Council and King will advise if the full Council will need to send it to the Planning Commission.

Motion by Gorton to forward the revised B1 ZOTA to the full Council. Seconded by Kay. Motion passed without dissent.

4. Subdivision Bonds and Letters of Credit

Brad Frazier, the Director of the Division of Engineering, came to the podium.

Frazier said that he was going to quickly go through the process about accepting sureties for new development. Frazier said that the Division of Planning has subdivision regulations for new development and they require development plans and/or preliminary subdivision plans. They also require construction drawings.

Frazier told the Committee members that Article 4 (7) lists the subdivision regulations. He also referenced Appendix E of the Division of Engineering's Procedures Manual for Infrastructure Development.

Frazier discussed surety cost determination:

- Warranty Period
 - Roadways
 - Sanitary sewer facilities
 - Stormwater facilities
- Surety Amount
 - 100% of the punch list items
 - 10% of the cost estimate of the completed project infrastructure
 - 20% contingencies of previous listed items

Frazier said that there are three types of sureties: letters of credit (LOC's), checks, and bonds. The LOC's are essentially promises to pay for items listed in the provided documentation. They are issued by banks with offices in Lexington-Fayette County. Frazier said that checks are a cash surety. He went on to say that in 2011, the Division of Engineering began accepting bonds along with LOC's and checks.

Performance bond forms should specify if a plat is needed or if a plat is not required. The bonded surety calculation is the same as LOC. Frazier said that the Principal (developer) and surety insurance company are to fill out, have witnessed, and provide the Embossed Insurance Company Seal to the performance bond form. Frazier also said that the General Power of Attorney form is to be provided with the completed performance bond form.

Stinnett asked Frazier if his presentation focused on the process for new development only. Frazier said yes.

Stinnett reminded Committee members that this issue came up three years ago when there were several defaults. Stinnett said that the LFUCG is now a party to the bond. Stinnett asked Frazier if this is the same process we would require from one of our sub-contractors. Frazier said the process is different. Frazier said that the infrastructure is being done privately in this case. The bonds would be structured differently in the capital section.

Stinnett asked if the LFUCG is requiring one bond for the entire project or if they can be piecemealed? Frazier said that the platting process determines this. He said that there is quite a bit of flexibility. There is a surety tied to each plat.

Frazier said that the developers can reduce the letters or credit or the bonds down as the projects progress.

Stinnett asked Frazier to find out how other counties in Kentucky are operating. He asked Frazier to look at the language other counties are using for their bonds. Frazier agreed to research this. Stinnett also said

that any efforts by the LFUCG to make it less stringent or equal would be welcomed. He expressed concern that a more stringent process drives up land costs.

5. Items in Committee

Farmer said that there was not time to review the items in Committee but told Council Members that the items referred list had been reorganized to list current and recurring items separately.

Motion by Beard to adjourn. Seconded by Gorton. Motion passed without dissent.

Submitted by Jenifer Benningfield, Council Administrative Specialist



Department of
Social Services

Lexington Senior Center Update

LFUCG Urban County Council Work Session Meeting

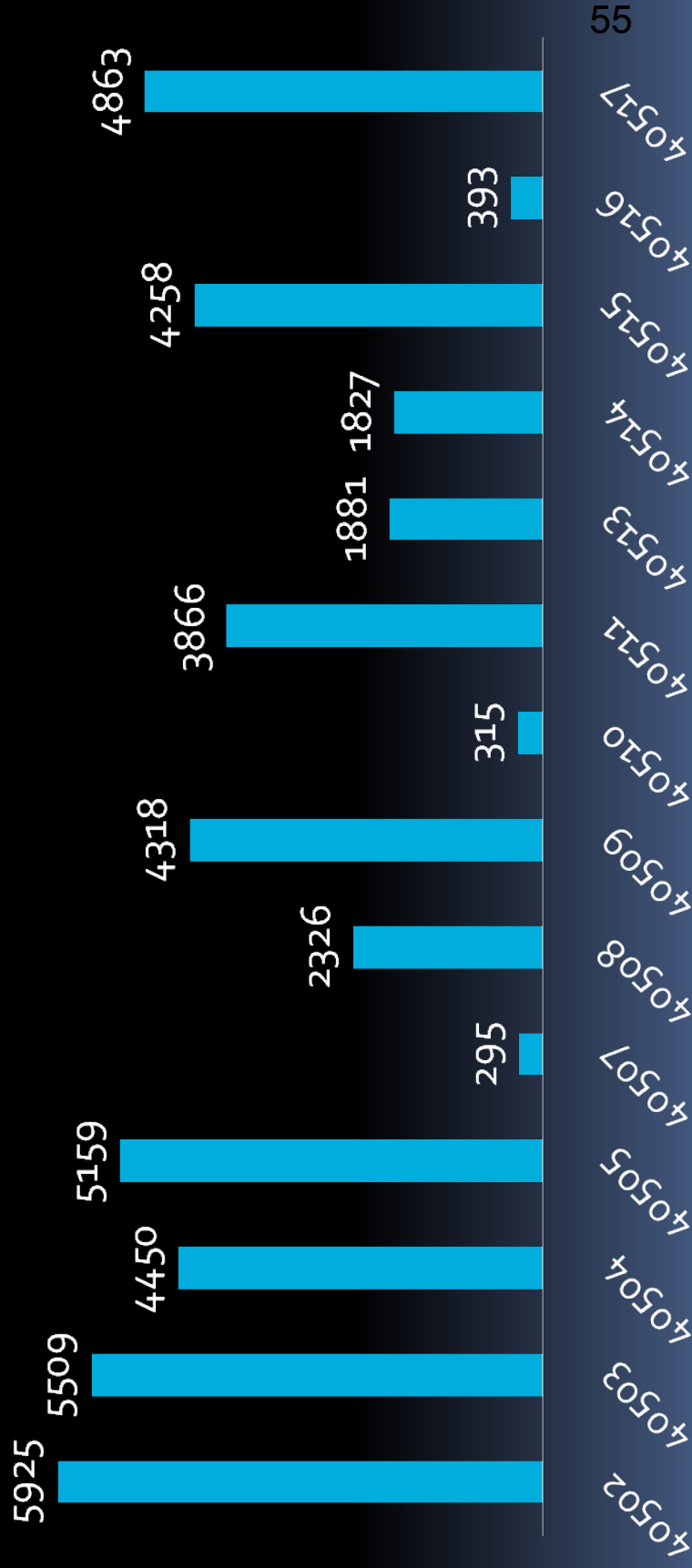
July 9, 2013

Objectives

- Review Progress To Date
- Building Square Footage Analysis
- Approximate Project Costs
- Next Steps – RFP
- Project Timeline

Seniors by Zip Code

■ Seniors



Public Input

- 2011 Created a Senior Survey
 - Available online and at various events
 - Exercise 75%
 - Concerts 42%
 - Continuing Education 41%
 - Travel 36%
 - Movies and Live Entertainment 36%
- 79% of Seniors surveyed desired new Sr. Center located inside of New Circle Road

Progress To-Date

- 2002 – Focus Group formed to discuss new Sr. Center, and Planning Committee formed
- 2003 – Pilot needs assessment identified the need for a new Sr. Center
- 2004-05 – Strategic Planning effort identified new goals, staffing and programming requirements for a new Center
- 2007-08 – RFP issued for architectural services for a new Senior Center.

Progress To-Date

- August 2012 – Began feasibility study to identify appropriate site for new Center
- December 2012 – Students from FCPS “The Learning Center” present multigenerational Senior Center concept to Sr. Services Commission
- January 29, 2013 – Preliminary Site Evaluation Study presented to Council
- February 26, 2013 – Additional Site Evaluations presented to Council

5 Critical Issues

1. Ease and safety of vehicular access & egress
2. Ability to accommodate base architectural program
3. Ability to accommodate “user friendly” parking
4. Ability to configure site for accessibility across site (building/parking/amenities)
5. If applicable, existing structure can be modified to fit the base architectural program

3 Sites identified that met all criteria

Building Usage Comparison

- Current: 15,224 sq. ft.
- 2008 Study: 34,000 sq. ft.
- 2012 Study: 46,288 sq. ft.

Room/Space Name	Current (sq. ft.)	2008 Study (sq. ft.)	2012 Study (sq. ft.)	Notes
Vestibule	160	140	140	
Lobby	532	400	400	
Reception		125	140	
Café (Lobby)		390	500	
Gift shop			180	
Transportation lounge		225	250	For those waiting for vans/busses
Library (multi-media)	376	500	400	
Billiards Room	550	440	600	
Game/Video Game Lounge		325	325	
Card/game room			550	
Art studio	437	500	600	
Art studio 2			750	
Ceramics studio	492	600		
Large dividable classroom		1,000		
Tiered lecture hall		1,000	4,000	Supports indoor walking track
Classroom A			600	Classrooms connected by partition
Classroom B			600	Classrooms connected by partition
				60

Building Usage Comparison



Room/Space Name	Current (sq. ft.)	2008 Study (sq. ft.)	2012 Study (sq. ft.)	Notes
Conference room A			500	Seats 24 conference-style
Conference room B			250	Seats 8-10
Small class/conf. room		350		
Technology learning center		400	320	Instructor, 9 student stations
Learning center storage		300	300	
Learning center lounge		250	200	
Dining/multi-purpose room	1,426	3,600	4,800	Seats 250 banquet style
Dining/party room			1,650	For daily use by congregate meals program
Stage		375		
Portable platform storage			90	
Dining/multipurpose storage		300	400	
Table tennis, etc. storage		35	80	
Misc. dining room storage	118	50	80	
Kitchen	225	300	350	
Pantry		80		
Kitchen office		80	150	3 workstations
Dining serving		150	175	
Commodities storage		80	200	
Exercise/dance studio		750	1,600	
Exercise/dance studio 2			1,600	
Exercise storage			120	
Equipped fitness room	545	600	1,500	
Indoor walking track			2,640	Requires construction of lecture hall
Fitness restrooms		400		
Fitness restrooms/locker rooms			1,000	
Fitness companion changing room			70	
Fitness/wellness lounge			200	
Personal services suite		400	420	
Quiet lounge		140		
Music/activity room		300	350	
Restrooms -- Men	251	400	600	
Restrooms -- Women	292	400	600	

Building Usage Comparison



Room/Space Name	Current (sq. ft.)	2008 Study (sq. ft.)	2012 Study (sq. ft.)	Notes
Companion restrooms			240	
Manager's Office	123	120	160	
Admin. Assistant's Office		100	120	
Volunteer Coordinator			200	
Parks & Rec. Office	99	120	240	
Parks & Rec. Storage		80	80	
Exercise/fitness office			120	
Social Services Suite		420	700	
Future Staff Offices		300	200	
Secure file storage		80	80	
Copy/mail room		120	120	
Staff break room		225	180	
Staff restrooms		100	120	
Admin. Conf. room	230	250	280	
Seasonal/misc. storage		160	160	
Janitorial		100	200	
Outdoor storage			300	
Terrace	1,563			
Activity Room 1	563			Shared -- up to 9 unique uses daily*
Activity Room 2	635			Shared -- up to 8 unique uses daily*
Activity Room 3	636			Shared -- up to 9 unique uses daily*
All purpose room	875			Shared -- up to 6 unique uses daily*
TV lounge	303		250	
Staff offices, kitchen, etc.	1,223			
Other offices, storage, etc.	312			
Health clinic	164			
Mechanical	259		800	
Corridors, etc.	1,583	4,440	8,708	Includes wall thickness, hallways, etc.
Center for Creative Living		7,000		
Partner Agencies	1,252	5,000	2,750	
Total Sq. Ft.	15,224	34,000	46,288	

Construction Costs

- Total Estimated Cost: \$15.27 million
- May be offset by value of existing site
(Approx. \$2.5 million) – lease v. sell

Item	Cost	Notes
Construction	\$9,500,000	\$200-210/sq. ft.
Construction Contingency @ 10%	\$950,000	
Subtotal Construction	\$10,450,000	
Professional Services @ 8%	\$760,000	8% of construction (does not include contingency)
Contingency @ 5%	\$38,000	5% of Professional Services
Subtotal A/E	\$798,000	
Property Acquisition (Estimated)	\$3,500,000	Based on asking price of sites (Springs Inn example)
FFE @ 5%	\$522,500	5% of construction subtotal
Estimated Project Cost	\$15,270,500	
Estimated Avg. \$/SF Cost (including land acquisition)	\$332	
Estimated Avg. \$/SF Cost (building only)	\$256	

Staffing Costs

- Net Increase: \$161,134 annually

Current Staff	Budgeted Cost
Aging Services Program Manager	\$78,662
Social Worker	\$62,959
Social Worker Sr	\$53,617
Staff Assistant Sr	\$55,067
Staff Assistant Sr	\$38,565
Van Driver PT	\$11,404
Van Driver PT	\$12,730
Recreation Specialist (Div of Parks)	\$65,032
Instructors PT (5) (Div of Parks)	\$15,200
Subtotal	\$393,236
Additional Positions	
Program Supervisor PT	\$13,800
Public Service Worker	\$33,000
Public Service Worker	\$33,000
Van Driver PT	\$11,404
Van Driver PT	\$12,730
Instructors PT (5)	\$31,200
Social Worker PT	\$26,000
Subtotal	\$161,134
Total Staffing Costs	\$554,370

Est. Operating Costs

- Net Increase: \$155,794 annually

Expense Item	Current	New Bldg	Notes
Phone	\$8,960	\$11,946	
Copier Rental	\$4,238	\$5,000	
Copier Maintenance	\$742	\$1,000	
Supplies Purchase orders	\$5,778	\$8,500	
Stamps by check so far this year	\$1,104	\$1,500	
Facility Supplies	\$5,664	\$11,328	
Electric	\$16,383	\$50,140	\$1.09/sf
Gas	\$8,000	\$24,380	\$0.53/sf
Water	\$2,000	\$5,980	\$0.13/sf
Sewer	\$1,400	\$4,140	\$0.09/sf
Landfill	\$500	\$1,380	\$0.03/sf
Heating Fuel	\$1,200	\$0	N/A in new facility
Conferences and Training	\$3,500	\$3,500	
Business Travel (mileage)	\$400	\$600	
Dues and Subscriptions	\$400	\$400	
Equipment under \$5,000	\$1,000	\$1,000	
Repairs and Maintenance	\$5,800	\$11,500	\$0.39/sf, adj. for new facility
Contract Janitorial Staff	\$0	\$80,500	\$1.75/sf
Total Operational Expenses	\$67,069	\$222,794	

2 Building Example

- Assume 35,000 sq. ft. Hub & 20,000 sq. ft. Satellite
- Requires at least 11 additional staff (6 FT, 5 PT) in addition to that needed to operate 46,000 sq. ft. Center (22 total additional staff)

Item	1 Building	2 Buildings	Increase
Construction & Related Costs	\$15,270,500	\$17,819,725	16.7%
Total, Staffing & Operating	\$777,164	\$1,061,683	36.6%
Staffing Costs	\$554,370	\$770,121	38.9%
Operating Costs	\$222,794	\$291,562	30.9%

Request for Proposals

- Finalize architectural program
- Conceptual design of site for presentation to Council – Public Hearing
 - Detailed renderings of site and building
- Develop more detailed (final) cost estimates for site development
- Option: Complete design/build RFP

[illegible]

Next Steps

- Site Selection
- RFP for Site/Building Design & Construction



Department of
Social Services

Questions?