

# **Lexington-Fayette Urban County Government**

*200 E. Main St  
Lexington, KY 40507*



**Tuesday, December 10, 2013**

**3:00 PM**

**Packet**

**Council Chamber**

**Urban County Council Work Session**

**URBAN COUNTY COUNCIL  
SCHEDULE OF MEETINGS  
December 9 – December 16, 2013**

**Monday, December 9**

Time Warner Cable Public Hearing.....6:00 pm  
Council Chamber – 2<sup>nd</sup> Floor Government Center

**Tuesday, December 10**

Social Services & Community Development Committee – CANCELLED.11:00 am  
Council Chamber – 2<sup>nd</sup> Floor Government Center

Special Budget & Finance Committee.....2:00 pm  
Council Chamber – 2<sup>nd</sup> Floor Government Center

Council Work Session.....3:00 pm  
Council Chamber – 2<sup>nd</sup> Floor Government Center

Council Meeting.....6:00 pm  
Council Chamber – 2<sup>nd</sup> Floor Government Center

**Council Winter Recess December 11, 2013 – January 13, 2014**

**Wednesday, December 11**

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

Commission for Citizens with Disabilities.....9:30 am  
Central Library – 140 East Main Street

Traffic Safety Coalition (TSC).....10:30 am  
Conference Room – 7<sup>th</sup> Floor Phoenix Building

Tree Board.....10:30 am  
Conference Room – 5<sup>th</sup> Floor Government Center

Congestion Management Committee (CMC).....1:30 pm  
Conference Room – 7<sup>th</sup> Floor Phoenix Building

Neighborhood Parks Task Force.....4:00 pm  
Caucus Room – 2<sup>nd</sup> Floor Government Center

**Thursday, December 12**

Time Warner Cable Public Hearing.....6:00 pm  
Beaumont YMCA – 3251 Beaumont Centre Circle

**Friday, December 13**

No Meetings

**Monday, December 16**

No Meetings

**URBAN COUNTY COUNCIL  
WORK SESSION  
TABLE OF MOTIONS  
December 3, 2013**

Mayor Gray called the meeting to order at 3:00pm. All council members were present.

- I. Public Comment – Issues on Agenda – None
- II. Requested Rezoning/Docket Approval – Yes

Motion by Scutchfield to approve the docket for the December 5, 2013 Council meeting. Seconded by Gorton. Motion passed without dissent.

Motion by Myers to place on the docket for the December 5, 2013 Council meeting under first reading of resolutions, a resolution endorsing increased parking fines for several offenses listed on the resolution. Seconded by Lawless. Motion passed without dissent as amended.

Motion by Gorton to amend the motion to place these fine levels in the Budget & Finance Committee for a full discussion. Seconded by Beard. Motion passed 13 – 2. Gorton, Ellinger, Kay, Ford, Lawless, Beard, Farmer, Stinnett, Scutchfield, Mossotti, Clarke, Henson and Lane voted yes. Akers and Myers voted no.

Motion by Myers to place on the docket for the December 5, 2013 Council meeting a resolution: 1. Urging the Commonwealth of Kentucky to reconsider its decision to cut Child Care Assistance Funding; 2. Requesting that the Kentucky General Assembly authorize and direct the Legislative Research Commission to complete an Economic Ompact Study of the effect of these cuts; 3. Requesting that the General Assembly take appropriate measures to eliminate or reduce the impact of these cuts; and 4. Requesting that the General Assembly approve a waiver on the cuts to assistance for new applicants that have been a victim of domestic violence or abuse. Seconded by Clarke. Motion passed without dissent.

Motion by Akers to place on the docket for the December 5, 2013 Council meeting, a resolution authorizing and directing the Division of Traffic Engineering, pursuant to the cose of ordinances section 18-86, to install multiway stop controls at the intersection of Clyde Street and Texaco Road. Seconded by Ford. Motion passed without dissent.

Motion by Ford to place on the docket for the December 5, 2013 Council meting, a resolution authorizing and directing the Division of Traffic Engineering, pursuant to code of ordinances section 18-51, to install traffic calming speed controls on Huston Alley. Seconded by Kay. Motion passed without dissent.

Motion by Clarke to place on the docket for the December 5, 2013 Council meeting, a resolution establishing a Residential Parking Permit Program for the 500 Block of Stratford Drive. Seconded by Farmer. Motion passed without dissent.

III. Approval of Summary – Yes

Motion by Beard to approve the November 19, 2013 work session summary. Seconded by Myers. Motion passed without dissent.

IV. Budget Amendments – Yes

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

V. New Business – Yes

Motion by Beard to approve new business. Seconded by Farmer. Motion passed without dissent.

Motion by Farmer to remove item cc from new business. Seconded by Beard. Motion passed without dissent.

VI. Continuing Business/Presentations – Yes

Motion by Gorton to approve Neighborhood Development Funds. Seconded by Ellinger. Motion passed without dissent.

Motion by Stinnett to support the Division of Water Quality recommendation of the change order process. Seconded by Farmer. Motion passed without dissent.

Motion by Farmer to authorize the Administration to use MAP funds to repair the Elm Tree Lane sidewalk. Seconded by Clarke. Motion passed without dissent.

Motion by Akers to refer the issue of HOA rights and laws pertaining to foreclosure of homes to the Planning Committee. Seconded by Farmer. Motion passed without dissent.

VII. Mayor's Report – No

VIII. Public Comment – Issues Not on Agenda – No

IX. Adjournment

Motion by Ellinger to adjourn. Seconded by Mossotti. Motion passed without dissent.

**Lexington-Fayette Urban County Government  
Work Session Agenda  
December 10, 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. 6**
- V. New Business – Yes, p. 7 - 16**
- VI. Continuing Business/ Presentations**
  - a** Neighborhood Development Funds, December 10, 2013, p. 17
  - b** Social Services & Community Development Committee, November 19, 2013 Summary, p. 18 - 19
  - c** Budget & Finance Committee, November 19, 2013 Summary, p. 20 - 23
- VII. Council Reports**
- VIII. Mayor's Report – Yes**
- IX. Public Comment - Issues Not on Agenda**
- X. Adjournment**

## Administrative Synopsis - New Business Items

- a**      **1306-13**      Authorization to execute a Business Associate Agreement with Nancy Horn, Medical Compliance Consultant for the Lexington Division of Fire and Emergency Services (LDFES). (L1306-13) (Jackson/Mason)  
This is a request to execute a Business Associate Agreement with Nancy Horn, Medical Compliance Consultant for the LDFES, as legally required by HIPAA since she will have access to patient's protected healthcare information. p. 7
- b**      **1307-13**      Authorization to execute a Business Associate Agreement with Ryan Stanton, MD, Medical Director for the Division of Fire and Emergency Services (LDFES). (L1307-13) (Jackson/Mason)  
This is a request to execute a Business Associate Agreement with Ryan Stanton, MD, Medical Director for the LDFES, as legally required by HIPAA since he will have access to patient's protected healthcare information. p. 8
- c**      **1312-13**      Authorization to execute a Lease Agreement with Commonwealth of Kentucky - Kentucky Office of Vocational Rehabilitation for space within the Central Kentucky Job Center located at 1055 Industry Road. (L1312-13) (Reed)  
This is a request to execute a Lease Agreement with Commonwealth of Kentucky - Kentucky Office of Vocational Rehabilitation for space within the Central Kentucky Job Center located at 1055 Industry Road. The rental rate (revenue) is \$1,262.88 per year. p. 9-10
- d**      **1319-13**      Authorization to accept deeds of easement from the owners of record on properties needed for the Perimeter Park Stormwater Improvements Project. (L1319-13) (Martin)  
This is a request to accept deeds of easement from the owners of record on properties needed for the Perimeter Park Stormwater Improvements Project. There is no budgetary impact. p. 11
- e**      **1323-13**      Authorization to execute a Facility Usage Agreement with Fayette County Board of Education for use of Norsworthy Auditorium for the Kiddie Kapers Program on December 7, 2013. (L1323-13) (Hancock/Reed)  
This is a request to execute a Facility Usage Agreement with Fayette County Board of Education for use of Norsworthy Auditorium for the Kiddie Kapers Program on December 7, 2013, for a cost of \$891.38. Funds are budgeted. p. 12

- f**      **1332-13**      Authorization to execute Second Amendment to Community Housing Development Organization (CHDO) Agreement with Fayette County Local Development Corporation (Urban League) for use of HOME Investment Partnerships Funds. (L1332-13) (Gooding/Hamilton)  
This is a request execute Second Amendment to Community Housing Development Organization (CHDO) Agreement with Fayette County Local Development Corporation (Urban League) for use of HOME Investment Partnerships Funds. This amendment provides for additional federal funds in the amount of \$28,264.50 and an extended performance period through December 31, 2014. Funds are budgeted. p. 13
- g**      **1333-13**      Authorization to execute a Claims Payment Agreement with Humana Insurance Company for health insurance plans for the period January 1, 2014 through December 31, 2014. (L1333-13) (Maxwell/Graham)  
This is a request to execute a Claims Payment Agreement with Humana Insurance Company for health insurance plans for the period January 1, 2014 through December 31, 2014. p. 14
- h**      **1334-13**      Authorization to execute agreement with HDR, Inc. for Investigation/Design Services for Town Branch WWTP Solids Processing Improvements. (L1334-13) (Martin)  
This is a request to execute agreement with HDR, Inc. for Investigation/Design Services for Town Branch WWTP Solids Processing Improvements for an amount of \$204,012. Funds are budgeted. p. 15
- i**      **1335-13**      Authorization to execute agreement with Kentucky Office of Homeland Security for extension of performance period for the Metropolitan Medical Response System Project through August 31, 2014. (L1335-13) (Gooding/Mason)  
This is a request to execute agreement with Kentucky Office of Homeland Security for extension of performance period for the Metropolitan Medical Response System Project through August 31, 2014. There is no budgetary impact. p. 16

**BUDGET AMENDMENT REQUEST LIST**

<b>JOURNAL</b>	74141	<b>DIVISION</b>	Social Services/ Parks and Recreation	<b>Fund Name</b> <b>Fund Impact</b>	General Fund 40,070.00 40,070.00CR .00
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To transfer funds to cover projected utility costs within Social Services and Parks and Recreation.

<b>JOURNAL</b>	74145-46	<b>DIVISION</b>	Parks and Recreation	<b>Fund Name</b> <b>Fund Impact</b>	General Fund 1,262.00 1,262.00CR .00
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To provide funds for various operating accounts by recognizing a donation to the William Wells Brown Community Center.

<b>JOURNAL</b>	74147-48	<b>DIVISION</b>	Parks and Recreation	<b>Fund Name</b> <b>Fund Impact</b>	General Fund 80.00 80.00CR .00
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To provide funds for overtime expenses by recognizing reimbursement for Barricade Rental for Kentucky High School Athletic Association Cross Country event.

<b>JOURNAL</b>	74188	<b>DIVISION</b>	Grants and Special Projects	<b>Fund Name</b> <b>Fund Impact</b>	US Dept of HUD 5,722.58 5,722.58CR .00
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To amend CDBG 2013 to reflect actual personnel expenditures.

<b>JOURNAL</b>	74143-44	<b>DIVISION</b>	Grants and Special Projects	<b>Fund Name</b> <b>Fund Impact</b>	US Dept Homeland Security 20,000.00 20,000.00CR .00
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To amend Chemical Stockpile Emergency Preparedness Program (CSEPP) 2013 to provide for additional revenue and expense to host a training course.

**BUDGET AMENDMENT REQUEST SUMMARY**

Fund	1101	General Service District Fund	.00
Fund	3120	US Department of Housing and Urban Development	.00
Fund	3200	US Department of Homeland Security	.00






Lexington-Fayette Urban County Government  
DIVISION OF FIRE & EMERGENCY SERVICES

Jim Gray  
Mayor

Keith L. Jackson  
Fire Chief

To: Mayor Jim Gray  
Clay Mason, Public Safety Commissioner  
LFUCG Council Members

  
From: Chief Keith Jackson

Re: Business Associate Agreement

Date: November 21, 2013

This is a request to execute a business associate agreement between Nancy Horn and the Lexington Division of Fire and Emergency Services (LDFES). Nancy Horn is the division's Medical Compliance Consultant. This agreement is legally required by HIPAA since she will have access to patient's protected healthcare information (PHI). This contract is an updated version and falls in line with the new federal regulations that were put in place in September and will replace the old one. Anyone who is not a member of the LDFES but is contracted with the department and has access to PHI must have this in place for us to remain federally compliant.

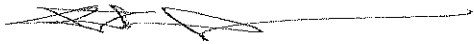


Lexington-Fayette Urban County Government  
DIVISION OF FIRE & EMERGENCY SERVICES

Jim Gray  
Mayor

Keith L. Jackson  
Fire Chief

To: Mayor Jim Gray  
Clay Mason, Public Safety Commissioner  
LFUCG Council Members

  
From: Chief Keith Jackson

Re: Business Associate Agreement

Date: November 21, 2013

This is a request to execute a business associate agreement between Ryan Stanton MD and the Lexington Division of Fire and Emergency Services (LDFES). Doctor Stanton is the division's Medical Director. This agreement is legally required by HIPAA since he will have access to patient's protected healthcare information (PHI). This contract is an updated version and falls in line with the new federal regulations that were put in place in September and will replace the old one. Anyone who is not a member of the LDFES but is contracted with the department and has access to PHI must have this in place for us to remain federally compliant.



Lexington-Fayette Urban County Government  
DEPARTMENT OF GENERAL SERVICES

Jim Gray  
Mayor

Geoff Reed  
Commissioner

MEMORANDUM

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

FROM:   
Geoff Reed  
Commissioner of General Services

DATE: November 22, 2013

RE: Lease Agreement with Commonwealth of Kentucky – Office of Vocational  
Rehabilitation for space within Central Kentucky Job Center at 1055 Industry Road.

I am requesting Urban County Council approval to enter into a lease agreement with Commonwealth of Kentucky – Office of Vocational Rehabilitation (Voc Rehab) for space located at 1055 Industry Road within the Central Kentucky Job Center. The area is located on the first floor of the building and consists of approximately 120 s/ft of office space. Their mission within this facility is to assist individuals with disabilities to achieve suitable employment and independence.

The initial term of this agreement will be for a period of seven (7) months, beginning December 1, 2013 and ending on June 30, 2014 with an option of automatic annual renewal for four (4) additional one (1) year terms. The organization shall pay Fair Market Value for use of the space at a rental rate of \$1,262.88 per year.

## LEASE AGREEMENT OVERVIEW

Occupant: Kentucky Office of Vocational Rehabilitation

Location: Central Kentucky Job Center

Address: 1055 Industry Road

<b>OVERVIEW</b>	
S/ft of space occupied	120
S/ft of shared space (occupant's pro-rata share)	0
<b>Total S/ft</b>	<b>120</b>
Annual pro-rata share of utilities, O&M and CIP (approx. \$3.10 S/ft)	\$372.00
Annual base (approx. \$7.4238 S/ft)	\$890.88
Established Annual Fair Market Value (\$/ft)	\$10.5238
<b>Annual Fair Market Value (FMV) of Space</b>	<b>\$1,262.88</b>
<b>Recommended Annual Adjustment to FMV</b>	<b>-\$0.00</b>
<b>RECOMMENDED ANNUAL RENTAL RATE</b>	<b>\$1,262.88</b>
Current annual rental rate	\$0.00
<b>Difference</b>	<b>\$1,262.88</b>

## JUSTIFICATION FOR WAIVER

No waiver for adjustment to rental rate requested. Commissioner Beth Mills recommends that Kentucky Office of Vocational Rehabilitation pay Fair Market Value (\$1,262.88) in annual rent for use of space at this facility.



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


Jim Gray  
Mayor

Charles H. Martin, P.E.  
Acting Commissioner

**Memorandum**

To: Mayor Jim Gray  
Urban County Council

From:

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

Date: November 21, 2013

Re: Easement acquisition for the Perimeter Park Stormwater Improvements Project

The purpose of this memorandum is to request a resolution authorizing the acceptance of deeds of easements from the owners of record on properties needed for the Perimeter Park Stormwater Improvements Project. There are no costs associated with the easements.

Questions regarding this agreement should be directed to Greg Lubeck at 258-3446.

Pc: 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  
Amad Al-Humadi, Associate Municipal Engineer, Division of Water Quality



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1323-13

Lexington-Fayette Urban County Government  
DEPARTMENT OF GENERAL SERVICES

Jim Gray  
Mayor

Geoff Reed  
Commissioner, General Services

**MEMORANDUM**

TO: Jim Gray, Mayor  
Urban County Council Members

FROM: *J. Hancock*  
Jerry Hancock, Director  
Parks and Recreation

RE: Facility Usage Contract

DATE: November 25, 2013

This is a request for Council approval of Facility Usage Agreements between the Lexington-Fayette Urban County Government, Kiddie Kapers Program and Fayette County Board of Education.

This Facility Usage Contract is for the purpose of using Norsworthy Auditorium on Saturday December 7, 2013 for our Kiddie Kapers program.

The cost of the program is \$891.38 and will be funded from account 1101-707604-7324-71302.

Please contact me if there are any questions.

CC: Geoff Reed

/df



Lexington-Fayette Urban County Government  
DIVISION OF GRANTS AND SPECIAL PROGRAMS

Jim Gray  
Mayor

Sally Hamilton  
CAO

**TO: JIM GRAY, MAYOR  
URBAN COUNTY COUNCIL**

**FROM: IRENE GOODING, DIRECTOR  
DIVISION OF GRANTS AND SPECIAL PROGRAMS**

**DATE: NOVEMBER 27, 2013**

**SUBJECT: REQUEST COUNCIL AUTHORIZATION TO EXECUTE SECOND  
AMENDMENT TO CHDO (COMMUNITY HOUSING  
DEVELOPMENT ORGANIZATION) AGREEMENT WITH FAYETTE  
COUNTY LOCAL DEVELOPMENT CORPORATION (URBAN  
LEAGUE) FOR USE OF HOME INVESTMENT PARTNERSHIPS  
FUNDS**

On April 22, 2010 (Ordinance No. 70-2010), Council authorized execution of an agreement with Fayette County Local Development Corporation providing an allocation of \$230,000 in Home Investment Partnerships Program funds for partial funding of five new rental housing units, in accordance with the 2010 Consolidated Plan. .

On June 21, 2012 (Resolution No. 334-2012), Council authorized execution of an Amendment to CHDO Agreement providing additional federal funds for production of four rental units due to costs exceeding available private financing and to provide funding for the construction of a sixth rental unit on property conveyed under the Neighborhood Stabilization Program.

The Second Amendment to the CHDO Agreement provides for the replacement of one planned duplex with two single family rental units, additional federal funds in the amount of \$28,264.50, and an extended performance period through December 31, 2014. Fayette County Local Development Corporation has provided evidence that additional funds are needed for production of two single family units versus a duplex and that maximum amount of private financing has been raised.

Funds for Second Amendment are budgeted as follows:

FUND	DEPT ID	SECT	ACCT	PROJECT	ACTIVITY	BUD REF
3120	900207	0001	71101	HOME 2012	H02	2012

Council authorization to execute Second Amendment to CHDO agreement is hereby requested.

  
Irene Gooding, Director

Xc: Sally Hamilton, Chief Administrative Officer



14  
1333-13

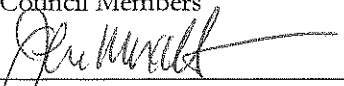
Lexington-Fayette Urban County Government  
DIVISION OF HUMAN RESOURCES

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:** December 2, 2013

**SUBJECT:** Claims Payment Agreement – Humana Insurance Company

The attached action authorizes the Mayor to execute a Claims Payment Agreement with Humana Insurance Company for health insurance plans for the period beginning January 1, 2014 through December 31, 2014.

Funds are budgeted.

Log 14-0031



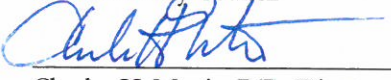


Lexington-Fayette Urban County Government  
DEPARTMENT OF ENVIRONMENTAL QUALITY AND PUBLIC WORKS

Jim Gray  
Mayor

Charles H. Martin, P.E.  
Acting Commissioner

**TO:** Mayor Jim Gray  
Urban County Council

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

**DATE:** November 25, 2013

**SUBJECT: Contract for Investigation/Design Services for Town Branch WWTP Solids Processing Improvements; RFP #32-2013**

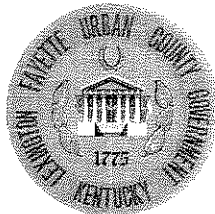
The purpose of this memorandum is to request a resolution authorizing an agreement between the Lexington-Fayette Urban County Government (LFUCG) and HDR Inc. The contract with HDR, Inc. will provide investigation and design services for Town Branch WWTP Solids Processing Improvements.

The purpose of the Solids Processing Improvements design project is to upgrade the sludge dewatering facilities and associated process equipment. Related improvements include polymer storage/feed, covered sludge conveyors, motor control centers, and potentially odor control facilities.

On November 20, 2013, an RFP workgroup reviewed seven RFPs for providing investigation and design services for the Town Branch WWTP Solids Processing Improvements. The workgroup scored the firms as best meeting the conditions of the advertised Request for Proposals and unanimously recommended HDR, Inc. for the project. HDR's cost proposal was second lowest but based on the scoring ranked #1 in meeting the qualifications.

The cost for the defined investigation, design services and construction administration is \$204,012. The project is fully budgeted and funds are located in account 4002 303402 0001 91017.

Questions regarding this agreement should be directed to Charles Martin and 425-2455.



Lexington-Fayette Urban County Government  
DIVISION OF GRANTS AND SPECIAL PROGRAMS

Jim Gray  
Mayor

Sally Hamilton  
CAO

**TO: JIM GRAY, MAYOR  
URBAN COUNTY COUNCIL**

**FROM: IRENE GOODING, DIRECTOR  
DIVISION OF GRANTS AND SPECIAL PROGRAMS**

**DATE: DECEMBER 2, 2013**

**SUBJECT: AUTHORIZATION TO EXECUTE AGREEMENT WITH KENTUCKY  
OFFICE OF HOMELAND SECURITY FOR EXTENSION OF  
PERFORMANCE PERIOD FOR THE METROPOLITAN MEDICAL  
RESPONSE SYSTEM PROJECT THROUGH AUGUST 31, 2014**

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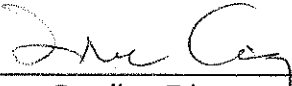
On December 1, 2011 (Resolution No. 546-2011), Council authorized Mayor to accept award of federal funds from Kentucky Office of Homeland Security in the amount of \$267,609 for continuation of the Metropolitan Medical Response System (MMRS). This program provides funding and support to jurisdictions to develop plans, conduct training and exercises, and to acquire pharmaceuticals and equipment to achieve the capability necessary to respond to a mass casualty event. One of the MMRS program's priorities is to assist with the integration of first responder, medical treatment, public health and emergency management components of a community. These are federal funds that originate from the Federal Emergency Management Agency in the U.S. Department of Homeland Security. The period of performance expires June 30, 2012.

On June 7, 2012 (Resolution 292-2012), Council authorized execution of an agreement extending the performance period through December 31, 2012.

On January 31, 2013 (Resolution 12-2013), Council authorized execution of an agreement extending the performance period through June 30, 2013.

On May 2, 2013 (Resolution 209-2013), Council authorized execution of an agreement extending the performance period through December 31, 2013. No other changes are proposed.

Council authorization to execute agreement with Kentucky Office of Homeland Security for extension of performance period of the Metropolitan Medical Response System project through August 31, 2014, is hereby requested.

  
\_\_\_\_\_  
Irene Gooding, Director

Xc: Clay Mason, Commissioner of the Department of Public Safety

**Neighborhood Development Funds  
December 10, 2013  
Work Session**

<b>Amount</b>	<b>Recipient</b>	<b>Purpose</b>
<b>\$ 1,300.00</b>	Carnegie Center for Literacy and Learning 251 W. Second Street Lexington, KY 40507 Will Farish	To assist with the purchase of shelving and a locking display case to hold Kentucky Writers Hall of Fame portraits.
<b>\$ 1,560.00</b>	Bluegrass Community Foundation 250 W. Main Street, Suite 1220 Lexington, KY 40507 Brian Dineen	To provide assistance with the registration fee for the America in Bloom Awards Program.
<b>\$ 800.00</b>	Central Kentucky Radio Eye, Inc. 1733 Russell Cave Road Lexington, KY 40505 Amy Hatter	To provide support for costs associated with providing services to the visually impaired and disabled listeners of central Kentucky.

## Social Services & Community Development Committee November 19, 2013 Summary

Ford called the meeting to order at 11:03 AM. All members were present except Lawless and Lane. Clarke also was in attendance.

### *9.24.13 Committee Summary*

On a motion by Scutchfield, second Beard, the summary of the 9.24.13 Social Services & Community Development Committee meeting was approved unanimously.

### *Introduction of Malcolm Ratchford, New Executive Director of the Community Action Council*

Malcolm Ratchford, new Executive Director of the Community Action Council (CAC) was introduced. Mr. Ratchford discussed his plans for CAC including moving to more sustainable assistance rather than crisis assistance.

In response to a question from Akers, Ratchford stated that CAC is reviewing programs and program content to develop a more effective and efficient organization.

Myers discussed the data base needs of CAC and the LFUCG.

### *Childcare Assistance Reductions*

Joanna Rose and Bradley Stevenson discussed the reductions in assistance within the childcare assistance programs offered statewide.

Myers discussed the use of kinship care.

Stinnett suggested that the Council send a resolution to Frankfort supporting changes to the child care assistance program as the present policy is encouraging parents to not work. He also asked CAO Hamilton to include this on the LFUCG legislative agenda.

Ford commented on the impact the reduction will have on early childhood development, workforce development and tax revenue.

On a motion by Ford, second Myers, to request that the Department of Social Services begin the process of pursuing an economic impact analysis on the issue of childcare funding cuts was approved unanimously.

### *Social Services Needs Assessment*

Craig Benz provided an update on the Social Services Needs Assessment completed jointly by the UK College of Social Work and the Martin School of Public Administration.

Benz stated that based on the needs assessment, partner agencies that address the critical needs addressed (access to childcare services, access to mental health services and marketable jobs skills) will receive bonus points when LFUCG starts its review of partner agency funding applications.

Kay discussed the need to include lack of safe, affordable housing as a bonus criterion as well.

### *Manchester Bidwell Replication Project*

Josh Nadzam provided an update on the Manchester Bidwell project.

### *Items in Committee*

On a motion by Ellinger, second Myers the Social Services Needs Assessment was removed unanimously.

On a motion by Myers, second Ellinger the Summer Youth Employment Program was removed unanimously.

Myers stated that he would begin work on the resolution regarding childcare assistance reductions and bring it to Council prior to the winter break.

The meeting adjourned at 1:05 PM.

## BUDGET & FINANCE COMMITTEE

November 19, 2013

### Summary

Ellinger called the meeting to order at 1:01 PM. All members present. Clark also attended.

#### I. **October 22 Committee Summary**

On a motion by Farmer second Kay the summary of the October 22 Budget & Finance Committee meeting was approved unanimously.

#### II. **Monthly Financial Report**

Bill O'Mara, Finance Commissioner provided the monthly financial report. He discussed several economic indicators. He stated that the unemployment rate and other indicators were heading in a positive direction.

O'Mara also addressed the Code Enforcement abatement collections for September.

Melissa Lueker stated that actual revenue was about \$ 750,000 ahead of the General Fund budget through October. She also stated that actual expenses were about \$ 3.1 million below budget through September, along with a positive variance in transfers of approximately \$ 350,000 for a positive variance of \$ 4.2 million.

In response to a question from Lane, Lueker stated that the positive variance in the Services category was attributable to increased Detention Center revenue.

#### III. **Outsourcing Internal Audit Functions**

Ellinger asked Glenda George to summarize her legal opinion. George stated that the civil service employees within the Office of Internal Audit are governed by KRS 67A and Chapter 21 of the Code of Ordinances. She stated that to eliminate the civil service positions the Government would need to find that the positions are no longer necessary or an economic necessity. She stated that if the Government was interested in outsourcing the work it could not argue that the positions were not necessary. She also stated that outsourcing would probably be as expensive as staffing the office so there would be limited ability to claim economic necessity.

Paul Schoninger summarized his memo. He stated that the only local government he could identify that outsourced internal audit function was Stockton, California.

Schoninger stated that officials with the Association of Local Government Auditors reviewed several of the Lexington audits and suggested that the office utilize the Government Accountability Office "yellow book" standards

Bruce Sahli Director of the Office of Internal Audit presented a Power point presentation.

Sahli stated that the Office had proven to be effective and efficient. He identified numerous findings and recommendations that streamlined government operations.

In response to a question from Ellinger Sahli stated that most of the local government audit units utilize the Institute of Internal Audit standards.

Ellinger stated that the General Government link referred this issue to the Budget & Finance Committee because of concerns about staff size and budget compared to several peer local governments. In response Sahli stated that the comparison that the link referred to compared 2010 budgets and staff of a few comparable communities to the 2013 budget and staff size for the Lexington office. Sahli offered to provide a more timely comparison.

#### **IV. Debt Management Policy**

O'Mara presented the Debt Management Policy. He stated that it was a guide for how LFUCG may issue debt, the amount of debt the government can support and the types of acceptable debt.

O'Mara stated that the policy was drafted to improve the quality of decision making and to assure rating agencies and capital markets of good governance.

He stated that the policy has a few goals about refunding of debt and affordability/capacity targets. O'Mara stated that when LFUCG examines refunding potential the target of savings is 3%. He also stated that the LFUCG goal for debt capacity is 10% of recurring revenue.

O'Mara stated currently LFUCG has approximately 13.4 % of revenue in debt. He stated that LFUCG should be at the 10% level by 2020.

Stinnett stated that he referred this issue because the Council had never formally adopted the policy and as a refresher for the Council.

On a motion by Stinnett second Mossotti the Committee recommended that the Council adopt the Debt Management Policy unanimously.

#### **V. Urban Services Refund Policy**

Stinnett introduced the topic. Charlie Martin discussed the Urban Services Refund Policy Martin explained the current refund policy for street lights, waste collection and street cleaning. He said that LFUCG has refunded property owners if street lights weren't installed during the calendar year but not for solid waste and street cleaning.

He stated that the Administration is reviewing this and would like to get out of the refund practice and develop a more reasonable policy.

Mossotti asked about the refund process. O'Mara discussed the Urban Services Tax Ordinances. Schoninger stated that approximately 1200 properties were refunded the tax. The refund totaled approximately \$ 34,000.

Stinnett suggested that the tax not be assessed until the services are provided rather than at the beginning of the year.

In response Martin stated that that is the type of policy that the Administration is leaning toward.

Scutchfield stated that over 900 properties are due refunds in the 7<sup>th</sup> District. She asked about the timetable to install the street lights.

In response Martin stated that Kentucky Utilities has a back log of street light installations. Barberie stated that part of the problem was caused when LFUCG ordered a moratorium on street light installations.

Gorton asked about a graduated tax for new development to account for street lights, street cleaning and solid waste collection. In response Barberie stated that the Administration is considering staggering urban services to new development. He stated that solid waste would be offered first, and then followed by street lights and finally street cleaning.

Farmer discussed the decorative street light policy. He stated that at least 1 neighborhood in the 5<sup>th</sup> District is interested in the program so he wanted to continue that discussion with KU and the Administration in the near future.

In response to a question from Akers, Kevin Wente discussed the street light installation process and offered to get a timetable for the new development areas still without street lights.

Stinnett reviewed what information the Administration will provide to the Committee including a list of streets without urban services and a timetable to install in those cases; a more reasonable policy for installation of urban services and the Administration with meet with KU regarding ramping up installation efforts

Stinnett asked about properties that pay for public solid waste services but utilize private collection services. In response Barberie stated that LFUCG offers solid waste services to every property in that urban services tax district but some properties prefer to utilize private collection services. He stated that some properties prefer to use compactor services which LFUCG doesn't offer for example.



Akers asked why LFUCG doesn't offer compactor service. In response Martin indicated that the solid waste collection business has evolved and LFUCG made a business decision to not offer compactor service.

Stinnett requested that the item stay in the committee for further discussion.

## **VI. FY 15 Links Discussion**

Ellinger discussed the FY 15 links process. He asked Schoninger to discuss the changes he proposed. Schoninger stated that he had 4 proposals for the Committee consideration:

1. Create a Planning/Preservation/Development links and merge the General Services and General Government links;
2. Encourage to Links to meet prior to reviewing divisions to discuss priorities and issues;
3. Utilize the aides of all Councilmembers in addition to core staff to staff the Links; and
4. Formalize the reporting process.

Kay stated that he was concerned about the merger of General Services and General Government and thought that link would have too many small divisions to review. In response Ellinger requested that Schoninger chart proposed links with the current links.

## **VII. Items Referred to Committee**

On a motion by Farmer second Ford the fund balance issue was removed unanimously.

On a motion by Farmer second Gorton the outsourcing internal audit issue was removed unanimously.

On a motion by Gorton second Farmer the risk management issue was removed unanimously.

Meeting adjourned at 2:44 PM.