

Lexington-Fayette Urban County Government

*200 E. Main St
Lexington, KY 40507*



Tuesday, January 21, 2014

3:00 PM

Packet

Council Chamber

Urban County Council Work Session

**URBAN COUNTY COUNCIL
SCHEDULE OF MEETINGS
January 20 – January 27, 2014**

Monday, January 20

Offices Closed – MLK Day

Tuesday, January 21

Council Meeting – Mayor’s State of the City Address.....11:30 am
Hyatt Regency Lexington – Patterson Ballroom

Public Safety Committee.....1:30 pm
Council Chamber – 2nd Floor Government Center

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

Wednesday, January 22

Transportation Policy Committee.....2:30 pm
Council Chamber – 2nd Floor Government Center

Parks Advisory Board.....4:30 pm
Picadome Golf Course – 469 Parkway Drive

Thursday, January 23

No Meetings

Friday, January 24

No Meetings

Monday, January 27

No Meetings

**URBAN COUNTY COUNCIL
WORK SESSION
TABLE OF MOTIONS
January 14, 2014**

Mayor Gray called the meeting to order at 3:00pm. Council Members Gorton, Ellinger, Kay, Ford, Beard, Farmer, Stinnett, Scutchfield, Myers, Mossotti, Clarke, Henson and Akers. Lane and Lawless were absent.

I. Public Comment – Issues on Agenda

II. Requested Rezonings/Docket Approval

Motion by Ellinger to approve the docket. Seconded by Gorton. Motion passed without dissent.

Motion by Clarke to move ordinance number 6 to the docket with a public hearing. Seconded by Ford. Motion passed without dissent.

Motion by Clarke to schedule a public hearing on February 11th, 2014 at 5:00pm for ordinance number 6. Seconded by Ellinger. Motion passed 12 - 1. Gorton, Ellinger, Kay, Ford, Beard, Farmer, Stinnett, Scutchfield, Myers, Mossotti, Clarke and Henson voted yes. Akers voted no.

Motion by Beard to move ordinance number 4 to the docket without a public hearing. Seconded by Farmer. Motion passed without dissent.

Motion by Clarke to move number 5 to docket without a public hearing. Seconded by Gorton. Motion passed without dissent.

III. Approval of Summary

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

IV. Budget Amendments

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

V. New Business

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

Motion by Mossotti to place item P (JOBS fund) into the Economic Development Committee for review. Seconded by Scutchfield. Motion passed 9 – 4. Gorton, Ellinger, Ford, Beard, Stinnett, Scutchfield, Myers, Mossotti and Henson voted yes. Kay, Akers, Farmer and Clarke voted no.

VI. Continuing Business/Presentations

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

VII. Council Reports

Motion by Stinnett to place leaf collection in the Planning & Public Works Committee for review. Seconded by Farmer. Motion passed without dissent.

Motion by Scutchfield to refer the Economic Development outside agencies issue to the Budget & Finance Committee for review. Seconded by Henson. Motion passed without dissent.

VIII. Mayor's Report

Motion by Stinnett to approve the Mayor's report. Seconded by Mossotti. Motion passed without dissent.

IX. Public Comment – Issues Not on Agenda

Motion by Gorton to enter closed session pursuant to KRS 61.810(1)(c) for the purpose of discussing pending litigation and pursuant to KRS 61.810(1)(f) for a discussion that may lead to the appointment of an employee. Seconded by Henson. Motion passed without dissent.

Motion by Kay to return from closed session. Seconded by Mossotti. Motion passed without dissent.

X. Adjournment

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

**Lexington-Fayette Urban County Government
Work Session Agenda
January 21, 2014**

- I. Public Comment - Issues on Agenda**
- II. Requested Rezoning/ Docket Approval – No**
- III. Approval of Summary – Yes, p. 1 - 2**
- IV. Budget Amendments – No**
- V. New Business – Yes, p. 5 - 9**
- VI. Continuing Business/ Presentations**
 - a** Neighborhood Development Funds, January 21, 2014, p. 10
 - b** Budget & Finance Committee Summary, December 10, 2013, p. 11 - 12
 - c** Planning & Public Works Committee Summary, January 14, 2014, p. 13 - 14
- VII. Council Reports**
- VIII. Mayor's Report – No**
- IX. Public Comment - Issues Not on Agenda**
- X. Adjournment**

Administrative Synopsis - New Business Items

- a** **1328-13** Authorization to execute a lease agreement with Bluegrass Community and Technical College for space within the Central Kentucky Job Center. (L1328-13) (Reed)
This is a request to execute a lease agreement with Bluegrass Community and Technical College for space within the Central Kentucky Job Center for a rental rate of \$2,553.36 per year. The initial term is for eight (8) months, effective November 1, 2013 thru June 30, 2014 with an option of automatic extension for four (4) additional one (1) year terms. p. 5-6
- b** **0015-14** Authorization to execute amendment to agreement with Benefit Insurance Marketing to continue services for an additional year and extend the scope of consulting services. (L0015-14) (Maxwell/Graham)
This is a request to execute amendment to agreement with Benefit Insurance Marketing to continue services for an additional year through December 31, 2014 and to extend the scope of consulting services. p. 7
- c** **0019-14** Authorization to accept donation of 10 Graco Pack N Play cribs from Safe Kids Fayette County to the HANDS Program in the Div. of Family Services. (L0019-14) (Mills)
This is a request to accept donation of 10 Graco Pack N Play cribs from Safe Kids Fayette County to the HANDS Program in the Div. of Family Services. The estimated value is \$700. p. 8
- d** **0026-14** Authorization to amend Section 22-5 of the Code of Ordinances, extending one (1) temporary position of Administrative Specialist (Grade 110N) for a term of four (4) years expiring on March 22, 2018 within the Division of Waste Management. (L0026-14) (Maxwell/Graham)
This is a request to amend Section 22-5 of the Code of Ordinances, extending one (1) temporary position of Administrative Specialist (Grade 110N) for a term of four (4) years expiring on March 22, 2018 within the Division of Waste Management. This position is fully funded for FY 2014. p. 9



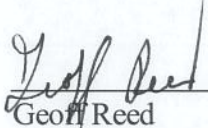
Lexington-Fayette Urban County Government
DEPARTMENT OF GENERAL SERVICES

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 26, 2013

RE: Lease Agreement with Bluegrass Community and Technical College (BCTC) 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 Bluegrass Community and Technical College (BCTC) 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 825 s/ft of space to be used for office, training, & assessment. The BCTC mission within this facility is to assist individuals to obtain their GED.

The initial term of this agreement will be for a period of eight (8) months, beginning November 1, 2013 and ending on June 30, 2014 with an option of automatic annual renewal for four (4) additional one (1) year terms. Commissioner Beth Mills recommends that LFUCG receive Operating and Maintenance costs for use of the space at a rental rate of \$2,553.36 per year.

LEASE AGREEMENT OVERVIEW

Occupant: Bluegrass Community and Technical College (BCTC)

Location: Central Kentucky Job Center

Address: 1055 Industry Road

OVERVIEW	
S/ft of space occupied	825
S/ft of shared space (occupant's pro-rata share)	0
Total S/ft	825
Annual pro-rata share of utilities, O&M and CIP (approx. \$3.10 S/ft)	\$2,553.36
Annual base (approx. \$7.42 S/ft)	\$6,128.82
Established Annual Fair Market Value (\$/ft)	\$10.52
Annual Fair Market Value (FMV) of Space	\$8,682.18
Recommended Annual Adjustment to FMV	-\$6,128.82
RECOMMENDED ANNUAL RENTAL RATE	\$2,553.36
Current annual rental rate	\$0.00
Difference	\$2,553.36

JUSTIFICATION FOR WAIVER

Commissioner Beth Mills recommends that Bluegrass Community and Technical College pay \$2,553.36 in annual rent at this facility.

- The agency receives no LFUCG partner agency funding
- The agency receives no Federal fund allocations by LFUCG
- Recommendation is for the occupant to pay the O&M cost of occupancy and that the "base" portion of rent be waived
- The agency meets Urban County need by providing education and training for the GED program



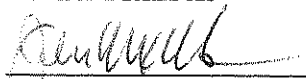
Lexington-Fayette Urban County Government
DIVISION OF HUMAN RESOURCES

Jim Gray
Mayor

Janet Graham
Commissioner

MEMORANDUM

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

FROM: 
John Maxwell
Division of Human Resources

DATE: January 9, 2014

SUBJECT: Consulting Agreement/Benefit Insurance Marketing

This is a request to execute an agreement with Benefit Insurance Marketing to execute a one year extension expiring on December 31, 2014. This agreement also extends the scope of consulting services provided to include the following: qualified adult benefits, Affordable Care Act, section 125 administration, and for a dependent eligibility audit relative to health care benefits.

Professional services fees will continue to be approximately the same at \$9,750 per month and paid through our third party administrator. Funds are already budgeted and allocated for this purpose.



Lexington-Fayette Urban County Government
DEPARTMENT OF SOCIAL SERVICES

Jim Gray
Mayor

Beth Mills
Commissioner

MEMORANDUM

TO: Mayor Jim Gray
Members of the Council

FROM: Beth K. Mills
Beth Mills, Commissioner of Social Services

DATE: January 06, 2014

SUBJECT: Safe Kids Fayette County -- Donation to HANDS Program

Request approval to accept the donation of 10 Graco Pack N Play cribs (approximate value: \$700 total) from Safe Kids Fayette County to the HANDS Program. This program provides cribs to low income families, free of charge.

There is no fiscal impact associated with acceptance of this donation, and existing HANDS staff will implement the requirements of the program.




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: January 13, 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 Specialist (Grade 110N) for a term of four (4) years expiring on March 22, 2018 within the Division of Waste Management, effective upon passage by Council.

The Division requests this action to continue the recycling duties at the MRF.

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 Nicole Rodriguez at (859) 258-3129.

Attachment

Log #14-0036

**Neighborhood Development Funds
January 21, 2014
Work Session**

Amount	Recipient	Purpose
\$ 600.00	Foster Care Council of LEXKY 2808 Palumbo Drive, Suite 203 Lexington, KY 40509 Cassie Slone	To provide assistance with various programs offered.
\$ 1,675.00	Community Action Council 710 West High Street Lexington, KY 40508 Danita Coulter	To provide assistance with the Back A Vet program what supports returning veterans who are experiencing homelessness.
\$ 1,500.00	Paul Laurence Dunbar Band Parents' Assoc., Inc. 1412 Brianna Court Lexington, KY 40513 Kathy Jeager	To assist with travel costs for the 2014 Macy's Thanksgiving Day Parade.
\$ 500.00	Paul Laurence Dunbar Soccer Boosters Club, Inc. 1600 Man-O-War Blvd. Lexington, KY 40513 Karen Irving	To help provide championship rings for members of the boys soccer team who could not afford to purchase one.
\$ 675.00	Kentucky Humanities Council, Inc. 206 East Maxwell Street Lexington, KY 40508 Ben Chandler	To help support their role in educating our community.
\$ 525.00	Sisters Road to Freedom, Inc. P.O. Box 1084 Lexington, KY 40588-1084 Therese Warrick	To help fund outreach programs and client assistance to women and teen girls in Fayette County.

Urban County Council

Budget & Finance Committee

December 10, 2013

I. November 19, 2013 Committee Summary

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

II. Comprehensive Annual Financial Report (2013 CAFR)

Commissioner O'Mara commented on the CAFR. We were issued a clean opinion on October 15, 2013. The single audit A133 should be completed by December 31 and they hope to have the auditor available for the January meeting if time allows. Ellinger said they would add it to the agenda for January 2014. O'Mara provided the fund balance dollars in the Urban Fund - \$28.6M, Sanitary Sewer Fund - \$60.7M (Capital reserves \$42.4M, Debt Service Reserve \$8.8M, Capital Replace and Maint. Reserve \$9.5M). Landfill Fund - \$14.5M, Water Quality Fund - \$10.1M (WQ INcentive Program Reserve \$4.0M, Unrestricted Fund Balance \$6.1M), General Fund Nonspendable \$1.4M, Restricted - Energy Improvement \$0.4M, Committed \$29.9M (Economic Contingency \$23.3M, 27th Payroll \$5.5M, Other General Funds \$1.1M) Assigned \$18.4M (Litigation \$5.5M, Health Insurance, \$2.0M, Pension \$2.8M, Projects \$8.1M), Unassigned - \$4.3M

Stinnett asked if the budget amendments for the fund balance would be completed if Council approves today. O'Mara said yes that they are ready to go. Stinnett asked if this had been communicated. O'Mara said it had. Stinnett said the Pension Reserve was troubling and asked what had been done to get a more accurate number for the pension so that we would not have to have a reserve. O'Mara did not have the information but they had asked for a projection for the next 20 years. The projection was approximately \$20M per year. Stinnett asked if we calculated this during the hiring process when hiring new police officers. O'Mara stated that they now have a predictable way to put a number to that. Stinnett would like to have a pension discussion in January as well. Stinnett asked when we would know if we still needed the health insurance reserve. O'Mara said they meet monthly to monitor the self insurance plan. This number is for financial reporting which is January thru June. They meet with BIM monthly to discuss. Stinnett asked if we would have the calendar year 2013 claims in January. O'Mara said he thinks it will be closer to February. Stinnett asked him to report back.

Kay asked about the health insurance. O'Mara said it is reflective of last year's experience. Kay asked if it covered the high end estimate of the liability so we were covered. O'Mara said he wouldn't say high level and does not think we are that covered but it is based on

advice of consultants. Kay asked about Capital Replacement and Maintenance Reserve, is this for contingencies and not current budgeted projects. O'Mara would like to send this in an email because it is a calculation.

Gorton stated that she appreciated the work that has been done with the auditors to get the CAFR to council before they went on break.

III. Items Referred to Committee

Motion by Gorton to remove Franchise Fees issue from items in committee list. Seconded by Farmer. Motion passed without dissent.

Motion by Stinnett to remove debt management policy review. Seconded by Henson. Motion passed without dissent.

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

Planning & Public Works Committee
January 14 2014
Summary

Farmer called the meeting to order at 1:03 PM. All committee members were in attendance except Lawless. Stinnett also attended.

1. November 12, 2013 Committee Summary

On a motion by Gorton, second by Ellinger the substitute November 12, 2013 Committee summary was approved unanimously.

2. Merge Streets & Roads and Traffic Engineering

Farmer stated he referred the item at the request of the Administration.

Martin addressed the item. He stated that the Administration has reconsidered the merger and is now recommending that the divisions be left unchanged. He stated that the plan will consist of 3 actions: 1. Re advertise the vacant Director of Traffic Engineering; 2. Work with Human Resources to reclassify the vacant Director of Streets & Roads to remove the requirement of a Professional Engineer's license; and 3. Advertise the vacant Director of Streets & Roads position based on the outcome of the reclassification process.

Martin stated that the reclassification process will require Council authorization.

On a motion by Mossotti, second by Gorton the issue of Merging Streets & Roads with Traffic Engineering was removed from the Committee Referral List. The motion passed unanimously.

3. Design Excellence Update

Gorton stated that she appreciated concerns raised by the Committee were incorporated into the new draft. She also was supportive of the item being moved as a package rather than in pieces.

Kay provided background on the item. He stated that the Design Excellence Task Force met after the Council presentation to address outstanding issues. Kay stated that the Lexington Downtown Authority will conduct an economic analysis of residential and retail markets and develop an economic incentive program proposal in early spring.

Kay also stated that the Lexington Parking Authority will develop a 10-year capital improvement plan for new garages and other public parking facilities.

In response to a question from Farmer Fugate stated that the DDA will utilize internal funds to hire the consultant and their recommendations should be finalized in the March-April time period.

On a motion by Kay, second by Gorton, the Design Excellence text amendments was moved to the full Council to be initiated and submitted to the Planning Commission. The motion passed unanimously.

4. Development Fee Structure

Paulsen presented the fee structure issue. He stated that the scope includes permits and associated fees in the Department of Planning, Preservation and Development, except the exaction fees assessed in the expansion areas.

Paulsen stated that the fees seem to be reasonable and business friendly compared to surrounding communities. Paulsen stated that he is recommending that the residential permit fees be left unchanged. He also stated that the commercial permit fees need further examination before a recommendation is made.

In response to a question from Mossotti, Paulsen discussed the commercial fee structure and make up.

In response to a question from Farmer, Paulsen stated that they can come back in March to further discuss the fee structure.

5. Items Referred

On a motion by Clarke, second by Gorton the issue of Utility Poles in Right-of-Way was removed from the Committee Referral List. The motion passed unanimously.

On a motion by Clarke, second by Gorton the issue of the Re Paving program was removed from the Committee Referral List. The motion passed unanimously.

On a motion by Ellinger, second by Gorton the issue of Working with Fayette County Schools to Sustain Road Salt Services from the Committee Referral List. The motion passed unanimously.

On a motion by Gorton, second by Mossotti the issue of Alternative Fuels was removed from the Committee Referral List. The motion passed unanimously.

On a motion by Gorton, second by Henson the issue of Performance Bonds was removed from the Committee Referral List. The motion passed unanimously.

The meeting adjourned at 1:55 PM.