

Lexington-Fayette Urban County Government

*200 E. Main St
Lexington, KY 40507*



Tuesday, July 8, 2014

3:00 PM

Packet

Council Chamber

Urban County Council Work Session

**URBAN COUNTY COUNCIL
SCHEDULE OF MEETINGS
July 7 – July 14, 2014**

Monday, July 7

No Meetings

Tuesday, July 8

Environmental Quality Committee-CANCELLED.....11:00 am
Council Chamber – 2nd Floor Government Center

Public Safety 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 9 – Council Summer Recess Begins

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

Police & Fire Pension Meeting.....9:00 am
Council Chamber – 2nd Floor Government Center

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

Thursday, July 10

No Meetings

Friday, July 11

Bicycle Pedestrian Advisory Committee.....12:00 pm
Conference Room – 7th Floor Phoenix Building

Monday, July 14

No Meetings

**URBAN COUNTY COUNCIL
WORK SESSION
TABLE OF MOTIONS
July 1, 2014**

Mayor Gray called the meeting to order at 3:02pm. All Council Members were present.

I. Public Comment – Issues on Agenda

II. Requested Rezoning/Docket Approval

Motion by Beard to approve the docket for the July 1, 2014 Council meeting. Seconded by Scutchfield. Motion passed without dissent.

Motion by Henson to place an ordinance amending section 2-151 of the Code of Ordinances related to the Keep Lexington Beautiful Commission increasing the total number of Commission Members by adding an additional member from the community at large, on the docket for the July 1, 2014 Council meeting. Seconded by Scutchfield. Motion passed without dissent.

III. Approval of Summary

Motion by Gorton to approve the summary of the June 24, 2014 work session. Seconded by Akers. Motion passed without dissent.

IV. Budget Amendments

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

Motion by Ellinger to amend the list of budget amendments on page 14 of the work session packet to add the following budget amendments so that they may receive two readings before the Council break: 1. To re-appropriate funds for Central Kentucky 911 Network Fund and Enhanced 911 Fund for ongoing capital projects that were not able to be encumbered in FY2014. 2. To reallocate FY2015 Bond Funds for the radio upgrade project into the correct account codes to match expenses. 3. To budget grant funds from Bluegrass Community Foundation for the Isaac Murphy Memorial Art Garden. These amendments do not impact the General Fund. Seconded by Lawless. Motion passed without dissent.

V. New Business

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

VI. Continuing Business/Presentations

Motion by Scutchfield to approve July 1, 2014 neighborhood development funds. Seconded by Myers. Motion passed without dissent.

Motion by Farmer to substitute the Planning & Public Works minutes from the July 1, 2014 meeting packet into the July 1, 2014 work session packet. Seconded by Ellinger. Motion passed without dissent.

Motion by Ford to accept and endorse preliminary recommendations of the stakeholder group. Seconded by Gorton. Motion passed 11-1. Gorton, Ellinger, Kay, Ford, Lawless, Beard, Stinnett, Scutchfield, Mossotti, Clarke and Henson voted yes. Lane voted no. Akers, Farmer and Myers were absent for the vote.

VII. Council Reports

Motion by Gorton to cancel the Special Committee of the Whole meeting scheduled for July 1, 2014. Seconded by Ellinger. Motion passed 13-1. Gorton, Ellinger, Kay, Ford, Akers, Lawless, Beard, Scutchfield, Myers, Mossotti, Clarke, Henson and Lane voted yes. Stinnett voted no. Farmer was absent for the vote.

Motion by Gorton to place Joan Whitman on the docket as a Board of Adjustment appointment. Seconded by Henson. Motion passed without dissent.

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

X. Adjournment

Motion by Farmer to adjourn at 5:45pm. Seconded by Mossotti. Motion passed without dissent.

Lexington-Fayette Urban County Government
Work Session Agenda
July 8, 2014

- I. Public Comment - Issues on Agenda**
- II. Requested Rezoning/ Docket Approval – Yes**
- III. Approval of Summary – Yes, p. 1-2**
- IV. Budget Amendments – No**
- V. New Business – Yes, p. 6-15**
- VI. Continuing Business/ Presentations**
 - a** July 8, 2014 Neighborhood Development Funds, p. 16-17
 - b** Environmental Quality Committee Summary, June 24, 2014, p. 18-20
 - c** Presentation: Vacant Property Review Commission; By: Derek Paulsen, p. 21-33
- VII. Council Reports**
- VIII. Mayor's Report – Yes**
- IX. Public Comment - Issues Not on Agenda**
- X. Adjournment**

Administrative Synopsis - New Business Items

- a **0671-14** Authorization to execute First Amendment to Health Services Agreement with Corizon, LLC, to add an additional RN to serve the offender population in the Division of Community Corrections. (L0671-14) (Ballard/Mason)
This is a request to execute First Amendment to Health Services Agreement with Corizon, LLC, to add an additional RN to serve the offender population in the Division of Community Corrections. The impact for FY 2015 is \$87,000. Funds are budgeted. p. 6
- b **0689-14** Authorization to amend Sections 21-5 and 22-5 of the Code of Ordinances by abolishing positions that were not funded in the FY 2015 budget process. (L0689-14) (Maxwell/Hamilton)
This is a request to amend Sections 21-5 and 22-5 of the Code of Ordinances by abolishing positions that were not funded in the FY 2015 budget process. p. 7
- c **0690-14** Authorization to execute a Clinical/Practical Education Agreement with Eastern Kentucky University to enable the Division of Parks and Recreation to have interns in their Therapeutic Recreation, Athletic and Recreation areas. (L0690-14) (Chambers/Reed)
This is a request to execute a Clinical/Practical Education Agreement with Eastern Kentucky University to enable the Division of Parks and Recreation to have interns in their Therapeutic Recreation, Athletic and Recreation areas. There is no budgetary impact. p. 8
- d **0691-14** Authorization to transfer right-of-way for a portion of Hickory Street located at the corner of Newtown Pike and Fourth Street, as requested by D&D Realty and attributable to the state Transportation Cabinet's reconfiguration of this intersection. (L0691-14) (Nelson/Holmes)
This is a request to transfer right-of-way for a portion of Hickory Street located at the corner of Newtown Pike and Fourth Street, as requested by D&D Realty and attributable to the state Transportation Cabinet's reconfiguration of this intersection. There is no budgetary impact. p. 9-10
- e **0702-14** Authorization to accept award from the Bluegrass Community Foundation for construction of Isaac Murphy Memorial Art Garden. (L0702-14) (Gooding/Paulsen)
This is a request to accept award of funds in the amount of \$114,000 from the Bluegrass Community Foundation for construction of Isaac Murphy Memorial Art Garden. No matching funds are required. Budget amendment is in process. p. 11

- f** **0709-14** Authorization to execute Change Order No. 1 to agreement with AMEC Environmental Infrastructure, Inc. to perform engineering services for Feasibility Study of Land Application of Mulch Pond Wastewater at the Haley Pike Landfill. (L0709-14) (Plueger/Holmes)
This is a request to execute Change Order No. 1 to agreement with AMEC Environmental Infrastructure, Inc. for an amount of \$59,000 to perform engineering services for Feasibility Study of Land Application of Mulch Pond Wastewater at the Haley Pike Landfill. This increase brings the new contract total to \$135,600. Funds are budgeted. p. 12-13
- g** **0710-14** Authorization to execute agreement with Hazen and Sawyer Environmental Engineers and Scientists for Annual Sanitary Sewer Capacity, Management, Operations, and Maintenance Implementation Services. (L0710-14) (Martin/Holmes)
This is a request to execute agreement with Hazen and Sawyer Environmental Engineers and Scientists for Annual Sanitary Sewer Capacity, Management, Operations, and Maintenance Implementation Services for an amount not to exceed \$500,000. Funds are budgeted. p. 14
- h** **0719-14** Authorization to execute Exchange of Information Agreement with the Commonwealth of Kentucky, Education and Workforce Development Cabinet, Department of Workforce Investment, Office of Employment and Training, which will allow Division of Police Intel to obtain information directly from the Kentucky Workforce Development Cabinet. (L0719-14) (Bastin/Mason)
This is a request to execute Exchange of Information Agreement with the Commonwealth of Kentucky, Education and Workforce Development Cabinet, Department of Workforce Investment, Office of Employment and Training, which will allow Division of Police Intel to obtain information directly from the Kentucky Workforce Development Cabinet. Cost will be \$160.00/per month (\$1,920/year) and will be paid out of program income funds. p. 15



Lexington-Fayette Urban County Government
DEPARTMENT OF PUBLIC SAFETY

Jim Gray
Mayor

Clay Mason
Commissioner

To: Sally Hamilton, CAO
Mayor Jim Gray
Councilmembers

From: Rodney Ballard
Rodney Ballard, Director
Division of Community Corrections

Date: June 20, 2014

Subject: Request for Council Approval of an Amendment to the Agreement with
Corizon, L.L.C.

Request approval of Amendment 1 with Corizon, LLC, the amendment is to increase the staffing by adding an additional RN. The additional position will allow us to meet NCCHC standards for healthcare standards and provide a physical to all inmates within the first 14 days of their stay. This will allow us to identify potential health issues that the inmate did not mention. The additional cost is \$87,000 for FY15 to the base contract price. The request is fully funded in the FY15 budget, 1101-505402-5421-71203

cc: Clay Mason, Commissioner
Department of Public Safety



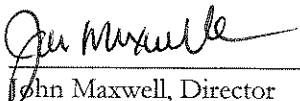
Lexington-Fayette Urban County Government
DIVISION OF HUMAN RESOURCES

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 24, 2014

RE: Abolish Positions FY 2015

The attached action amends Sections 21-5 and 22-5 of the Code of Ordinances, by abolishing positions that were not funded in the FY 2015 budget process, to become effective upon passage of Council.

The requested abolished positions include the following:

- In 21-5 of the Code of Ordinances: one (1) position of Staff Assistant in the Division of Revenue.
- In 22-5 of the Code of Ordinances: one (1) position of Senior Citizens Center Manager in the Office of Commissioner of Social Services; one (1) position of Early Childhood Violence Prevention Manager PT, one (1) position of Family Services Center Manager, two (2) positions of Social Worker Sr., and one (1) position of Teacher/Counselor in the Division of Family Services.

There will not be a fiscal impact for FY 2015.

If you have questions or need additional information, please contact Alisha Lyle 859-258-3957.

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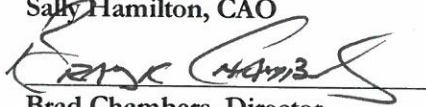
Lexington-Fayette Urban County Government
DEPARTMENT OF GENERAL SERVICES

Jim Gray
Mayor

Geoff Reed
Commissioner, General Services

MEMORANDUM

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

FROM: 
Brad Chambers, Director
Division of Parks and Recreation

RE: Agreement with Eastern Kentucky University

DATE: June 25, 2014

This is a request for Council approval of a Clinical/Practical Education Agreement between the Lexington-Fayette Urban County Government and Eastern Kentucky University.

This agreement with Eastern Kentucky University will enable the Lexington-Fayette Urban County Government division of Parks and Recreation to be able to have interns in our Therapeutic Recreation, Athletic and Recreation areas. We use their interns frequently and they provide a valuable service for us.

There is no cost associated with this agreement.

Please contact me if there are any questions.

CC: Geoff Reed

/df



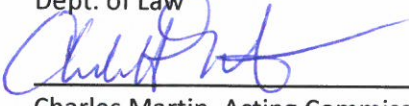
Lexington-Fayette Urban County Government
DEPARTMENT OF ENVIRONMENTAL QUALITY & PUBLIC WORKS

Jim Gray
Mayor

Charles Martin
Acting Commissioner

MEMORANDUM

To: Keith Horn, Managing Attorney
Dept. of Law

From: 
Charles Martin, Acting Commissioner
Department of Environmental Quality & Public Works

Date: April 25, 2014

Re: Proposed Transfer of Right-of-Way - Hickory Street
(Newtown Pk. @ Fourth St.)

The Lexington-Fayette Urban County Government has received a request to transfer right-of-way for a portion of Hickory Street, which is located at the corner of Newtown Pike and Fourth Street. The request comes from D&D Realty and is attributable to the state Transportation Cabinet's reconfiguration of this intersection.

The request and pertinent support materials were circulated among various divisions and utility representatives to determine impacts to current operations. The comments can be summarized as follows:

LFUCG Divisions:

Div. of Engineering: There are some existing utilities present (KU and other aerial lines) within the areas which were quitclaimed from the KYTC to D&D Realty, Inc. The KYTC Quitclaim Deed (Book 3170, Page 422) makes no provisions for retaining utility easements, it only releases any future ownership claim they (KYTC) would have on the property. If we (LFUCG) are to agree with the release of right-of-way (for the same two parcels: 10C-1 and 10C-2) we should retain a utility easement blanketing both parcels. This would cover all aerial lines traversing the site. As long as the utility easements are identified and established on our quitclaim deed and council action, I can see no reason for the Division of Engineering to requests that the LFUCG retain these parcels. (Brad Frazier, Andrew Grunwald)

Div. of Traffic Engineering: Traffic Engineering has no facilities in or interest in retaining the abandoned portion of Hickory Street between Newtown Pike and West Fourth Street. The KYTC widening project modified the intersection ensuring all our facilities (signal and fiber) are within public R/W. (Jeff Neal)

Keith Horn
Page Two

The following divisions had no concerns to report: Divisions of Water Quality, Police, Fire, Waste Management, Streets & Roads, E911, and Planning.

Utilities:

Kentucky Utilities: KU has existing facilities and would like the ROW to be a utility easement. (Gary Houck)

Kentucky-American Water Company: Kentucky-American DOES have facilities in the Hickory St right-of-way which is proposed to be closed. Accordingly, we will Require easement rights be retained and copy of easement provided on Hickory St. before final consent is given. (Tobey Adams)

Windstream: After review of the attached materials, the closing will not have any adverse effect on our operation. Any utility easement retained by KU will work for us as well. We will use KU pole line in the event we need a service route in the area. (Mike Adair)

Columbia Gas: Columbia Gas does not have a pipeline in the limits of this street. No easement needed. (Tony Tipton)

dbb



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

Jim Gray
Mayor

Sally Hamilton
CAO

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

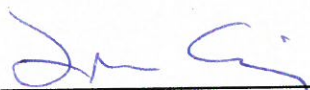
**FROM: IRENE GOODING, DIRECTOR
DIVISION OF GRANTS AND SPECIAL PROGRAMS**

DATE: JUNE 26, 2014

**SUBJECT: REQUEST COUNCIL AUTHORIZATION TO ACCEPT AWARD
OF FUNDS IN THE AMOUNT OF \$114,000 FROM THE
BLUEGRASS COMMUNITY FOUNDATION FOR
CONSTRUCTION OF ISAAC MURPHY MEMORIAL ART
GARDEN**

The Bluegrass Community Foundation has offered the Lexington-Fayette Urban County Government funding in the amount of \$114,000 for the construction of the Isaac Murphy Memorial Art Garden near Midland Avenue and Third Street. The park is planned to be a trailhead for the Legacy Trail. No matching funds are required.

Council authorization to accept the award is hereby requested.



Irene Gooding, Director

Xc: Derek Paulsen, Commissioner, Department of Planning, Preservation, and Public Works

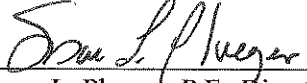


Lexington-Fayette Urban County Government
DEPARTMENT OF ENVIRONMENTAL QUALITY AND PUBLIC WORKS

Jim Gray
Mayor

David L. Holmes
Commissioner

TO: Mayor Jim Gray
Urban County Council

FROM: 
Susan L. Plueger, P.E., Director
Division of Environmental Policy

DATE: June 30, 2014

RE: **Requesting authorization for a \$59,000 change order to price contract # 73-2009 with AMEC Environment & Infrastructure Inc. to perform engineering services for a Feasibility Study of Land Application of Mulch Pond Wastewater at the LFUCG Haley Pike Landfill.**

The Division of Environmental Policy seeks approval of a change order to contract #73-2009 with AMEC Environment & Infrastructure, Inc. to perform additional engineering and consulting work at the Haley Pike Landfill. The price contract currently allows for expenditures up to \$76,600 per calendar year for services related to water monitoring, corrective actions, and leachate treatment at the landfill. This change order would increase the contract amount for calendar year 2014 by \$59,000 to \$135,600.

Currently, LFUCG is under an Agreed Order with the Commonwealth of Kentucky Energy and Environment Cabinet for water quality violations at the Haley Pike Landfill. The Divisions of Environmental Policy and Waste Management have performed corrective actions to address these violations, including construction of a wetlands leachate treatment system. However, water quality standards continue to be exceeded due to inputs into the leachate system from runoff from the compost facility. The proposed work would evaluate the feasibility of land application of this runoff onto unused parcels of LFUCG owned land within the Haley Pike Landfill property, thus reducing or eliminating the need to combine this water with the landfill leachate.

As this project relates to operations of the composting facility, funding for this work will be provided under the composting program within the Urban Services Fund. Funds are allocated in:

1115 - 303506 - 0001 - 71299.

Questions regarding this project should be directed to Dann Dettman at 859-425-2518.

Attachments

cc: David Holmes, Commissioner, Dept. of Environmental Quality & Public Works
Todd Slatin, Director, Division of Purchasing
Tracey Thurman, Acting Director, Division of Waste Management
Dann Dettman, Division of Environmental Policy

CONTRACT HISTORY FORMContractor: AMEC Environment and Infrastructure, Inc.Project Name: Haley Pike Landfill Environmental ServicesContract Number and Date: 73-2009Responsible LFUCG Division: Environmental Policy**CHANGE ORDER DETAILS****Summary of Previous Change
Orders To Date****Dollar Amount****Percent Change to
Original Contract**

A. Original Contract Amount:	\$ <u>76,600.00</u>	
B. Cumulative Amount of Previous Change Orders:	\$ <u>0.00</u>	<u>0%</u> % (Line B / Line A)
C. Total Contract Amount Prior to this Change Order:	\$ <u>0.00</u>	
<u>Current Change Order</u>		
D. Amount of This Change Order:	\$ <u>59,000.00</u>	<u>77%</u> % (Line D / Line A)
E. New Contract Amount Including this Change Order:	\$ <u>135,600.00</u>	<u>177%</u> % (Line E / Line A)

SIGNATURE LINES

Project Manager:	<u><i>Donna McElhin</i></u>	Date:	<u>6-30-14</u>
Reviewed by:	<u><i>Donna McElhin</i></u>	Date:	<u>6-30-14</u>
Division Director:	<u><i>Sara Spitzer</i></u>	Date:	<u>6.30.14</u>

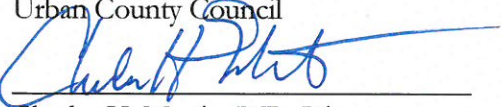


Lexington-Fayette Urban County Government
DEPARTMENT OF ENVIRONMENTAL QUALITY AND PUBLIC WORKS

Jim Gray
Mayor

David L. Holmes
Commissioner

To: Mayor Jim Gray
Urban County Council

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

Date: June 27, 2014

Re: Annual Sanitary Sewer Capacity, Management, Operations and Maintenance (CMOM)
Implementation Services – **CONSENT DECREE**

The purpose of this memorandum is to request a resolution authorizing the acceptance of a contract with Hazen and Sawyer Environmental Engineers and Scientists for Annual Sanitary Sewer Capacity, Management, Operations, and Maintenance Implementation Services.

The Division of Water Quality is recommending acceptance of a contract with Hazen and Sawyer for services associated with continued implementation of Lexington-Fayette Urban County Government's Consent Decree related to the CMOM program. The specific scope of services associated with these deliverables will be allocated via a series of written task orders. Lump sum fees will be assigned to each approved task order pursuant to the Agreement.

Deliverables associated with this renewal include operational implementation of the:

- CMOM Self-Assessment
- Sewer Overflow Response Plan (SORP)
- Fats, Oils, and Grease (FOG) Control Program
- Pump Station Operation Plan for Power Outages (PSOPPO)
- Gravity Line Preventative Maintenance Plan (GLPMP)

In FY 2015, \$500,000.00 has been budgeted in account 4003 303401 3425 71205 CMOMPRMGR_2015 CONSENT_DE for CMOM task orders. The budget is an amount not to exceed, and funds will only be encumbered for task orders on an as needed basis.

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

Pc: David Holmes, Commissioner, Department of Environmental Quality and Public Works
Jon Schubarth, Project Manager, Hazen and Sawyer
Todd Slatin, Director, Central Purchasing

**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: June 30, 2014

RE: Exchange of Information Agreement w/Commonwealth of Kentucky, Education and Workforce Development Cabinet

Please find attached Exchange of Information Agreement with the Commonwealth of Kentucky, Education and Workforce Development Cabinet, Department of Workforce Investment, Office of Employment and Training. The attached agreement will allow Intel to obtain information directly from the Kentucky Workforce Development Cabinet. Two Lexington Division of Police Detectives, Richard Yancey and Steve Cobb will serve as the users for the Division. The cost incurred, will be \$160.00/per month and will be paid out of program income funds. The attached agreement requires Mayor Gray's signature.

If you have any questions or require additional information, please contact my office.

A handwritten signature in cursive script, reading "R. Bastin".

Ronnie Bastin
Chief of Police

RB/rmh

Attachment

cc: Clay Mason, Commissioner of Public Safety

**Neighborhood Development Funds
July 8, 2014
Work Session**

Amount	Recipient	Purpose
\$ 250.00	Georgetown Street Area Neighborhood Assoc., Inc. PO Box 11382 Lexington, KY 40575 Diane Marshall	To provide funds for their annual Back-to-School rally.
\$ 850.00	The Southland Association, Inc. 200 Southland Drive Lexington, KY 40504 Hilary Baumann	To help offset the costs associated with the Southland Jamboree.
\$ 650.00	Lansdowne Neighborhood Assoc., Inc. 3289 Bellefonte Drive Lexington, KY 40502 James Wray	To provide funds for the renovation of the bridge in Zandale Park.
\$ 250.00	Glendover Neighborhood Assoc., Inc. 304 Albany Road Lexington, KY 40503 Tony Hicks	To provide funds for plantings around posts and trees.
\$ 250.00	Ashwood Townhomes of Laredo Assoc., Inc. 141 Prosperous Place, Suite 21B Lexington, KY 40509 Edwin Gibson	To provide funds for various neighborhood projects.
\$ 725.00	Friends of McConnell Springs, Inc. 416 Rebmenn Lane Lexington, KY 40504 Dick Mathy	To help offset the costs of the Friends of McConnell Springs Celebration Dinner.
\$ 700.00	West Gardenside Neighborhood Assoc., Inc. 1601 Traveller Road Lexington, KY 40504 Lila Gentry	To provide funds for holiday decorations along the fence along Cross Keys Road.
\$ 500.00	Kentucky PTA 148 Consumer Lane Frankfort, KY 40602 Carla Jackson	To provide funds for Athens Chilesburg PTA for summer field trips for Bainbridge residents.

\$ 500.00	Kentucky PTA 148 Consumer Lane Frankfort, KY 40602 Stephanie Link	To provide funds for Edyth J. Hayes PTA for WEB program supplies.
\$ 500.00	Walnut Ridge HOA 850 Spyglass Lane Lexington, KY 40509 Scott Haas	To provide funds for trees and landscaping.
\$ 500.00	Stuart Hall HOA 141 Prosperous Place, Suite 21B Lexington, KY 40509 Stephen Sewell	To provide funds for trees and landscaping.
\$ 1,100.00	Lexington Sister Cities Programs, inc. 200 East Main Street Lexington, KY 40507 Kay Sargent	To defray the cost of erecting a sign to commemorate the 30th anniversary of our city's relationship with County Kildare, Ireland.

Special Environmental Quality Committee
June 24 2014
Summary

Stinnett called the meeting to order at 11:05 AM. All committee members were in attendance except Mossotti. Kay and Beard also attended.

1. April 15, 2014 Committee Summary

On a motion by Scutchfield, second by Henson the April 15, 2014 Committee summary was approved unanimously.

2. LexServe Collections

Rusty Cook discussed the LexServe collection system. He provided background. He stated that the billing started September 2012. The system includes 115,000 customers for Sewer, Landfill and Water Quality fees totaling \$ 65 million of annual billings.

He stated under the previous system managed by Kentucky American Water the collection rate was 98.8%, while at present the current system has a collection rate of 95.8%. The reduction in collections translates to \$ 1.8 million of lost revenue.

Cook also stated that accounts receivable has increased to \$ 5.7 million an increase of \$ 4.4 million.

Cook described delinquent bill process including communications with customers. He also discussed the water shut off procedures for delinquent bills. He stated that accounts are chosen based on highest past due and oldest delinquency. He stated a 10 day shut off notice is sent to the customer. After the 10 day period a shut off service order is sent to Kentucky American Water. After water is shut off the customer must pay a minimum of all outstanding sewer charges or agree to a payment plan for all outstanding bills along with signing a promissory note. Cook stated that water service will be restored the same day if payment is completed by 2:00 PM>

Cook stated that 500 customers have currently opted out of a paper invoice. In addition 22,000 customers utilize the electronic funds transfer program.

Henson asked about the decrease in the collection rate. She asked if this is a result of the switch or a trend. In response Cook stated that it is a trend. Henson asked if there were agencies that assist with people who cannot pay. Cook said there are services available and they are recommended when people call in with difficulty

Stinnett asked how many customers were delinquent with and bills and in the collection process. Cook was going to provide that information.

In response to a question from Clarke, Cook described the collection process. He stated that accounts are chosen based on highest past due and oldest delinquency.

Lane stated that many customers in the 12th District just received the Water Quality bill because they did not receive landfill or sewer services. He asked the number of 12th District customers were in arrears for just the Water Quality bill. Cook was going to provide that information.

3. Materials Recycling Facility Audit Follow Up

Charlie Martin updated the Committee on the Materials Recovery Facility (MRF) audit status. He stated that the Administration has started to address each of the twelve Internal Audit recommendations.

Martin stated that Recommendation # 1 assign a separate fund for the MRF was not carried out by the Administration. He stated that the MRF was designed to be a component of the County's waste plan program not an independent entity.

In response to a question from Lane, Martin stated that his charge was to decrease expenses while increasing revenue rather than creating a separate accounting stream for the MRF.

Henson stated that the MRF needed to be operated both efficiently and effectively.

Martin stated that a Senior Manager has been hired to manage the facility (Recommendation # 2). He stated that the Manager has successfully addressed safety issues and implemented a preventative maintenance strategy. The Administration is in the process of retaining an Accountant for the facility (Recommendation # 3). Martin stated that security issues at the facility are being addressed (Recommendation #4). Martin stated that excessive overtime is being addressed (Recommendation # 5). He stated that from January-June 2013 the MFR was averaging over 432 overtime hours per month. By comparison in April-May 2014 the overtime hours per month was reduced to 158 hours a 63% reduction in monthly overtime hours.

Martin stated that cash and checks are now being properly handled (Recommendation # 6). He stated that Risk Management issues are being addressed (Recommendation # 7). Martin stated that outside contractors are being monitored for compliance (Recommendation # 8). He stated that a LaborWorks Supervisor is now on site. Contracts with affiliates are being updated (Recommendation # 9). He stated that the agreement with the Bluegrass Regional Recycling Corporation (BRRC) has been terminated and commodity marketing is being handled in house. Martin stated that any discrepancies in monthly reports from the BRRC are pointless as those services are not being contracted out (Recommendation # 10). He stated that production reports are now complete and on schedule (Recommendation # 11). Martin stated that all additional issues have been or are being addressed (Recommendation # 12).

Lane stated that Lexington funds should not be used to subsidize the processing of recycled materials from the surrounding counties.

In response to a question from Henson Martin stated that staff is examining both qualitative and quantitative standards.

In response to a question from Lane, Martin stated that the quality of the MRF equipment is in good order.

Stinnett, Lane and Henson thanked Internal Audit and Risk Management for examining the MRF operations and the Department of Environmental Quality for following up on the various recommendations for improvement.

4. Monthly Financials

Stinnett noted that the monthly financials were included in the packet. There were no questions about the information.

5. Items Referred

The meeting adjourned at 1:58 PM.

VACANT PROPERTY REVIEW COMMISSION

Presentation Overview

- Background
- Commission Membership
- Mission Statement
- Goals
- Tools
- Current Activities
 - Website
 - Database
 - Outreach
 - Preliminary list
- Next Steps

Background

- The Vacant Property Review Commission was created by ordinance to identify blighted and deteriorated properties, to certify properties that are taxed as "abandoned urban property", and to make other recommendations concerning vacant, abandoned, and blighted properties.

Commission Membership

- ❑ Chip Crawford, Builder
- ❑ Karen Deprey, Real Estate Agent
- ❑ Bill Johnston, Neighborhood Representative
- ❑ Martina Ockerman, At-Large Member
- ❑ Shevawn Akers, 2nd District Councilmember
- ❑ David O'Neill, PVA

Mission Statement



The mission of the Vacant Property Review Commission (VPRC) is to return vacant, abandoned, or blighted properties to their most productive use, utilizing all available tools, and leveraging public and private resources.

Goals

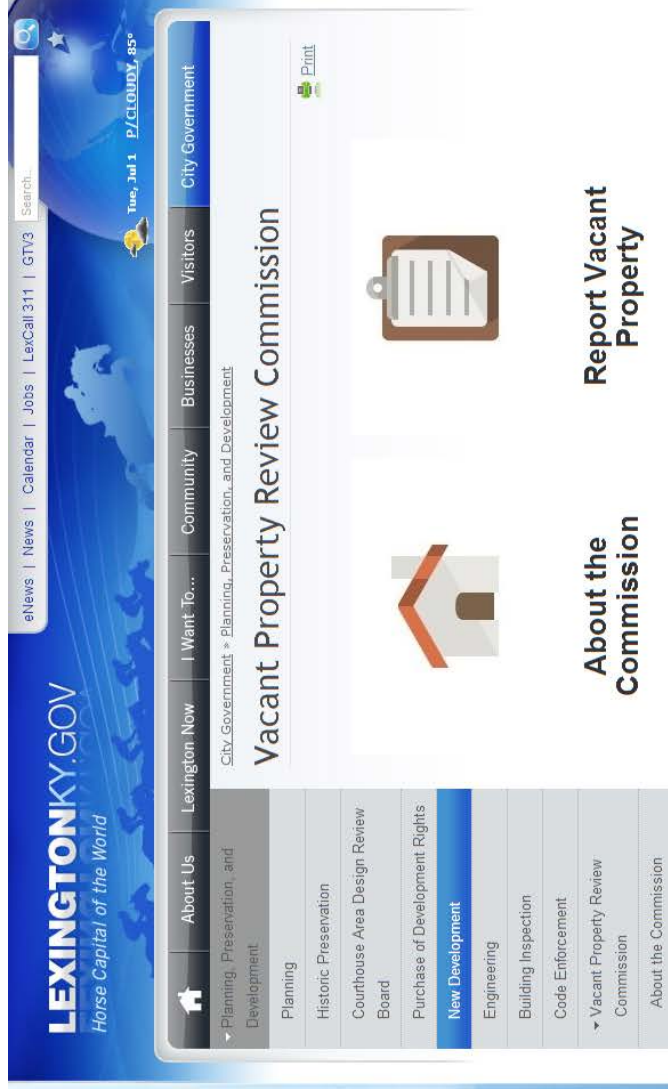
- Identify and categorize vacant, abandoned, or blighted properties.
- Develop programs and policies to return properties to productive use.
- Make recommendations to policy making bodies regarding vacant, abandoned, or blighted properties.

Tools

- Additional Taxation of Property
 - ▣ Must meet criteria for “abandoned urban property” and be certified by the VPRC.
- Eminent Domain
 - ▣ Must meet the criteria for “blighted and deteriorated” and be certified by the VPRC.
 - ▣ Any eminent domain actions require Council approval.

Website

- ❑ www.lexingtonky.gov/VPRC
- ❑ Includes information about the commission, meeting summaries, and a vacant property report form.



Property Database

- Database created based on:
 - ▣ Code Enforcement Complaints
 - ▣ Water Service Data
 - ▣ PVA Information
 - ▣ LexCall Complaints
 - ▣ Master Commissioner Sales
 - ▣ Properties reported to the VPRC
- The database continues to be expanded as new data sources are identified.

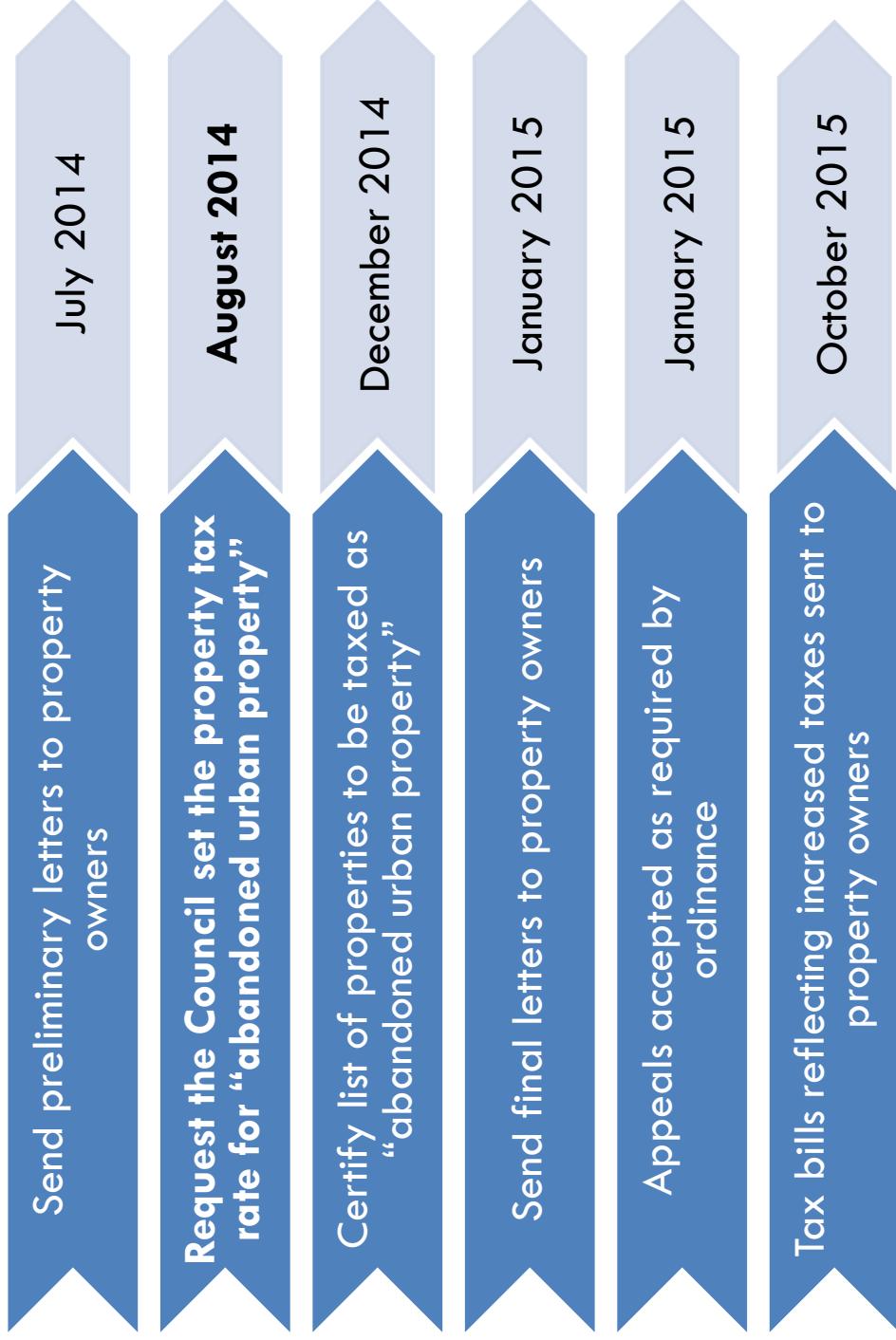
Outreach

- Letters have been sent to stakeholders requesting vacant properties be reported to the VPRC.
- Stakeholders engaged include Council Members, neighborhoods, LBAR, HBAL, Police, Fire, Waste Management, Streets and Roads, Building Inspection, and Code Enforcement.

Preliminary List

- A preliminary list of properties has been developed based on properties reported to the city as abandoned, or those that lack water service and have code enforcement violations.
- This list will continue to be refined as the database is improved and more data becomes available.

Next Steps



Questions?