

**URBAN COUNTY COUNCIL  
SCHEDULE OF MEETINGS  
November 28-December 5, 2011**

**Monday, November 28**

No Meetings

**Tuesday, November 29**

Social Services & Community Development Committee Meeting.....10:00 pm  
Council Chambers-2<sup>nd</sup> Floor Government Center

Budget & Finance Committee Meeting.....1:00 pm  
Council Chambers-2<sup>nd</sup> Floor Government Center

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

**Wednesday, November 30**

No Meetings

**Thursday, December 1**

Special General Government Committee Meeting .....3:00 pm  
Conference Room-12<sup>th</sup> Floor Government Center

Special Quarterly COW Meeting.....4:30 pm  
Conference Room-5<sup>th</sup> Floor Government Center

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

**Friday, December 2**

No Meetings

**Monday, December 5**

Affordable Housing Trust Task Force Meeting.....10:00 am  
Conference Room-5<sup>th</sup> Floor Government center

Fayette County Rural Land Management Board Meeting.....3:00 pm  
Conference Room-12<sup>th</sup> Floor Government Center

**LEXINGTON-FAYETTE URBAN COUNTY COUNCIL**

**WORK SESSION AGENDA**

**November 29, 2011**

- I. Public Comment – Issues on Agenda**
- II. Requested Rezoning / Docket Approval – No**
- III. Approval of Summary – None**
- IV. Budget Amendments – Yes, pp.6-8**
- V. New Business – Yes, pp. 9-27**
- VI. Continuing Business / Presentations – Yes**
  - A. Procurement Task Force Report-CM Ellinger, pp.28-42**
  - B. Charles Young Center Report-CM Ford, pp.43-66**
  - C. Parks & Recreation Graffiti Abatement Program-Tim Clark, Supv. & Sheriff Kathy Witt-Graffiti Program, pp.67-80**
- VII. Council Reports**
- VIII. Mayor's Report – No**
- IX. Public Comment – Issues Not on Agenda**
- X. Adjournment**

## ADMINISTRATIVE SYNOPSIS

11/29/11

### New Business Items

- A. Authorization to execute a Memorandum of Understanding with CASA of Lexington on behalf of its Department of Social Services, the Fayette Family Courts, the Cabinet for Health and Family Services and the Fayette County Attorney Office. (L326-11) (Hong/Mills)  
This is a request to execute a memorandum of understanding with CASA of Lexington on behalf of its Department of Social Services, the Fayette Family Courts, the Cabinet for Health and Family Services and the Fayette County Attorney Office. This memorandum was approved by the CASA Board of Directors.**p.9**
- B. Authorization to accept the recommendation of and enter into a contract with Software Development Inc. (SDI) as the billing and collections service provider for Emergency Medical Services performed by the Division of Fire and Emergency Services. (L433-11) (O'Mara/Driskell)  
This is a request to accept the recommendation of and enter into a contract with SDI as the billing and collections service provider for Emergency Medical Services performed by the Division of Fire and Emergency Services for 3.5% of receipts from the previous calendar year.**p.10**
- C. Authorization to execute the Lexington Convention Center Facility Rental Agreement and Hyatt Regency Catering Contract for the Annual Police Awards Banquet. (L440-11) (Bastin/Mason)  
This is a request to execute the Lexington Convention Center Facility Rental Agreement and Hyatt Regency Catering Contract for the Annual Police Awards Banquet to be held on Tuesday, March 6, 2012. There will be no budgetary impact; the awards banquet will be funded by ticket sales.**p.11**
- D. Authorization to approve the 2010 Amended Equitable Sharing Agreement and Certification with the Department of Justice and the Department of Treasury. (L442-11) (Bastin/Mason)  
This is a request to approve the 2010 Amended Equitable Sharing Agreement and Certification with the Department of Justice and the Department of Treasury to make necessary changes and bring the FY2010 Equitable Sharing Agreement current.**p.12**
- E. Authorization to approve the 2011 Amended Equitable Sharing Agreement and Certification with the Department of Justice and the Department of Treasury. (L444-11) (Bastin/Mason)

This is a request to approve the 2011 Amended Equitable Sharing Agreement and Certification with the Department of Justice and the Department of Treasury to make necessary changes and bring the FY2011 Equitable Sharing Agreement current.**p.13**

- F. Authorization to renew lease agreements with the Commonwealth of Kentucky for space located 162 East Main Street for offices for CDL licensing and Drivers License office. (L445-11) (Hamilton)

This is a request to renew lease agreements with the Commonwealth of Kentucky for space located 162 East Main Street for offices for CDL licensing (Transportation - Office of the Secretary) and Drivers License office (Kentucky State Police) with total annual revenue in the amount of \$26,429.52.**p.14**

- G. Authorization to transfer a portion of the right-of-way at Manor Drive to property owners located at 475 Laketower Drive and 2300 Richmond Road. (L452-11) (Bush)

This is a request to transfer a portion of the right-of-way at Manor Drive to property owners located at 475 Laketower Drive and 2300 Richmond Road. Division Directors consent to this request and the property owners will accept full responsibility of the right-of-way.  
**pp.15-16**

- H. Authorization to amend Chapter 16, Article II, Refuse Disposal, Sec. 16-15 (f) of the Code of Ordinances to include a law enforcement exemption, prohibiting individuals from interfering or removing materials from trash receptacles that have been left for collection with the exception of those in the business of trash collection. (L457-11) (Bastin/Mason)

This is a request to amend Chapter 16, Article II, Refuse Disposal, Sec. 16-15 (f) of the Code of Ordinances to include a law enforcement exemption which will reflect a currently accepted practice as endorsed by the U.S. Supreme Court prohibiting individuals from interfering or removing materials from trash receptacles that have been left for collection with the exception of those in the business of trash collection.**pp.17-18**

- I. Authorization to approve a Class B Incentive Grant Award Agreement with Bluegrass Stockyards, LLC funded by the Water Quality Management Fee. (L469-11) (Martin/Bush)

This is a request to approve a Class B (Infrastructure) Incentive Grant Award Agreement with Bluegrass Stockyards, LLC in the amount of \$150,000.00 funded by the Water Quality Management Fee. No matching funds are required.**p.19**

- J. Authorization to approve a Class A Incentive Grant Award Agreement with Friends of Wolf Run, Inc. funded by the Water Quality Management Fee. (L470-11) (Martin/Bush)  
This is a request to approve a Class A (Neighborhood) Incentive Grant Award Agreement with Friends of Wolf Run, Inc. in the amount of \$11,770.00 funded by the Water Quality Management Fee. A 20% match is required by the grant recipient.**p.20**
- K. Authorization to approve a Class A Incentive Grant Award Agreement with the Lansdowne Neighborhood Association, Inc. funded by the Water Quality Management Fee. (L471-11) (Martin/Bush)  
This is a request to approve a Class A (Neighborhood) Incentive Grant Award Agreement with the Lansdowne Neighborhood Association, Inc. in the amount of \$10,000.00 funded by the Water Quality Management Fee. A 20% match is required by the grant recipient.**p.21**
- L. Authorization to approve a Class B Incentive Grant Award Agreement with Group CJ, LLC funded by the Water Quality Management Fee. (L472-11) (Martin/Bush)  
This is a request to approve a Class B (Education) Incentive Grant Award Agreement with Group CJ, LLC in the amount of \$34,650.00 funded by the Water Quality Management Fee. A 50% match is required by the grant recipient.**p.22**
- M. Authorization to approve a Facility Usage Contract with the Fayette County Board of Education for the use of the Jesse Clark Middle School Gymnasium for Parks and Recreation basketball program. (L478-11) (Hancock/Moloney)  
This is a request to approve a Facility Usage Contract with the Fayette County Board of Education for the use of the Jesse Clark Middle School Gymnasium for Parks and Recreation basketball program at a cost of \$8,012.40. Funds are budgeted.**pp.23-24**
- N. Authorization to accept the donation of a 2012 Volkswagen Beetle, Turbo Edition from Don Jacobs Volkswagen to enforce the law and spread the message of the importance of "Don't Text & Drive" to the community. (L480-11) (Bastin/Mason)  
This is a request to accept the donation of a 2012 Volkswagen Beetle, Turbo Edition, at a value of \$29,140.00 from Don Jacobs Volkswagen to enforce the law and spread the message of the importance of "Don't Text & Drive" to the community.**p.25**
- O. Authorization to execute service and product agreements with Harris Corporation for First Responder Radio System. (L481-11) (Mason)  
This is a request to execute 10-year service and product agreements with Harris Corporation for professional services, hardware, software,

system infrastructure and associated maintenance for the First Responder Radio System. The total amount is not to exceed \$18,788,500.00. Funds are budgeted for the current fiscal year.**p.26**

- P. Authorization to adopt the ordinance, subsection 14-10(f)(11) of the Code of Ordinances, to allow Historic Preservation staff to cite violations to the Zoning Ordinance (Article 13) with civil penalties. (L484-11) (Kerr/Moloney)

This is a request to adopt the ordinance, subsection 14-10(f)(11) of the Code of Ordinances, to allow Historic Preservation staff to cite violations to the Zoning Ordinance (Article 13) with civil penalties. This is an outcome of the Building Inspection Task Force.**p.27**

## BUDGET AMENDMENT REQUEST LIST

|                |       |                 |      |                    |              |
|----------------|-------|-----------------|------|--------------------|--------------|
| <b>JOURNAL</b> | 56305 | <b>DIVISION</b> | Fire | <b>Fund Name</b>   | General Fund |
|                |       |                 |      | <b>Fund Impact</b> | 38,910.00    |
|                |       |                 |      |                    | 38,910.00    |

To provide funds for overtime to support instruction for a Paramedic class in accordance with the ratified Collective Bargaining Contract for the Division of Fire,

|                |          |                 |                 |                    |              |
|----------------|----------|-----------------|-----------------|--------------------|--------------|
| <b>JOURNAL</b> | 56389-90 | <b>DIVISION</b> | Human Resources | <b>Fund Name</b>   | General Fund |
|                |          |                 |                 | <b>Fund Impact</b> | 490.00       |
|                |          |                 |                 |                    | 490.00CR     |
|                |          |                 |                 |                    | .00          |

To provide funds for reimbursement by UTC for various charges on employees and restore appropriate medical expense accounts.

|                |       |                 |         |                    |              |
|----------------|-------|-----------------|---------|--------------------|--------------|
| <b>JOURNAL</b> | 56395 | <b>DIVISION</b> | Finance | <b>Fund Name</b>   | General Fund |
|                |       |                 |         | <b>Fund Impact</b> | 80,800.00    |
|                |       |                 |         |                    | 80,800.00    |

To provide funds for the General Fund transfer to City Employee's Pension fund that was inadvertently omitted from the FY 2012 budget.

|                |       |                 |        |                    |              |
|----------------|-------|-----------------|--------|--------------------|--------------|
| <b>JOURNAL</b> | 56525 | <b>DIVISION</b> | Police | <b>Fund Name</b>   | General Fund |
|                |       |                 |        | <b>Fund Impact</b> | 10,000.00    |
|                |       |                 |        |                    | 10,000.00CR  |
|                |       |                 |        |                    | .00          |

To establish grant match and personnel recovery for Ticketing Aggressive Cars and Trucks - 2012.

|                |       |                 |                 |                    |              |
|----------------|-------|-----------------|-----------------|--------------------|--------------|
| <b>JOURNAL</b> | 56534 | <b>DIVISION</b> | Family Services | <b>Fund Name</b>   | General Fund |
|                |       |                 |                 | <b>Fund Impact</b> | 25,300.00    |
|                |       |                 |                 |                    | 25,300.00CR  |
|                |       |                 |                 |                    | .00          |

To rebudget grant match for National School Lunch - 2012 to cover food costs for August - October.

|                |       |                 |                                 |                    |                    |
|----------------|-------|-----------------|---------------------------------|--------------------|--------------------|
| <b>JOURNAL</b> | 56452 | <b>DIVISION</b> | Facilities and Fleet Management | <b>Fund Name</b>   | 2008 Bond Projects |
|                |       |                 |                                 | <b>Fund Impact</b> | 12,831.14          |
|                |       |                 |                                 |                    | 12,831.14CR        |
|                |       |                 |                                 |                    | .00                |

To provide funds for Overhead Vehicle Exhaust equipment to capture exhaust fumes inside the shop from the new refuse vehicle.

|                |       |                 |                                 |                    |                    |
|----------------|-------|-----------------|---------------------------------|--------------------|--------------------|
| <b>JOURNAL</b> | 56459 | <b>DIVISION</b> | Facilities and Fleet Management | <b>Fund Name</b>   | 2010 Bond Projects |
|                |       |                 |                                 | <b>Fund Impact</b> | 117.18             |
|                |       |                 |                                 |                    | 117.18CR           |
|                |       |                 |                                 |                    | .00                |

To provide funds for Overhead Vehicle Exhaust equipment to capture exhaust fumes inside the shop from the new refuse vehicles which cannot be accommodated by existing equipment.

|                |          |                 |                                   |                                  |                                                           |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|-----------------------------------------------------------|
| <b>JOURNAL</b> | 56532-33 | <b>DIVISION</b> | Grants and<br>Special<br>Programs | <b>Fund Name<br/>Fund Impact</b> | US Dept Of Agriculture<br>71,500.00<br>71,500.00CR<br>.00 |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|-----------------------------------------------------------|

To reduce expenditures and revenues to reflect that the National School Lunch - 2012 grant will not be received.

|                |          |                 |                                   |                                  |                                                         |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|---------------------------------------------------------|
| <b>JOURNAL</b> | 56456-57 | <b>DIVISION</b> | Grants and<br>Special<br>Programs | <b>Fund Name<br/>Fund Impact</b> | US Dept Of HUD<br>1,690,000.00<br>1,690,000.00CR<br>.00 |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|---------------------------------------------------------|

To establish grant budget for Housing Opportunities for People with Aids (HOPWA) - 2012.

|                |          |                 |                                   |                                  |                                                     |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|-----------------------------------------------------|
| <b>JOURNAL</b> | 56523-24 | <b>DIVISION</b> | Grants and<br>Special<br>Programs | <b>Fund Name<br/>Fund Impact</b> | US Dept Of Trans<br>50,000.00<br>50,000.00CR<br>.00 |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|-----------------------------------------------------|

To establish grant budget for Ticketing Aggressive Cars and Trucks (TACT) - 2012.

|                |          |                 |                                   |                                  |                                                            |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|------------------------------------------------------------|
| <b>JOURNAL</b> | 56519-20 | <b>DIVISION</b> | Grants and<br>Special<br>Programs | <b>Fund Name<br/>Fund Impact</b> | US Dept Of Home. Sec.<br>121,000.00<br>121,000.00CR<br>.00 |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|------------------------------------------------------------|

To establish grant budget for State Homeland Security - Fire and Emergency Services CBRNE grant.

|                |          |                 |                                   |                                  |                                                          |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|----------------------------------------------------------|
| <b>JOURNAL</b> | 56521-22 | <b>DIVISION</b> | Grants and<br>Special<br>Programs | <b>Fund Name<br/>Fund Impact</b> | US Dept Of Home. Sec.<br>23,800.00<br>23,800.00CR<br>.00 |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|----------------------------------------------------------|

To establish grant budget for State Homeland Security grant for Division of Fire and Emergency Services-Statewide Hazmat Training.

|                |          |                 |                                   |                                  |                                                            |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|------------------------------------------------------------|
| <b>JOURNAL</b> | 56526-27 | <b>DIVISION</b> | Grants and<br>Special<br>Programs | <b>Fund Name<br/>Fund Impact</b> | US Dept Of Home. Sec.<br>161,000.00<br>161,000.00CR<br>.00 |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|------------------------------------------------------------|

To establish grant budget for Bomb Squad - 2012 State Homeland Security Project for Division of Police.

|                |          |                 |                                   |                                  |                                                          |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|----------------------------------------------------------|
| <b>JOURNAL</b> | 56528-29 | <b>DIVISION</b> | Grants and<br>Special<br>Programs | <b>Fund Name<br/>Fund Impact</b> | US Dept Of Home. Sec.<br>55,000.00<br>55,000.00CR<br>.00 |
|----------------|----------|-----------------|-----------------------------------|----------------------------------|----------------------------------------------------------|

To establish grant budget for State Homeland Security grant for Division of Police for Bomb Squad Dynamic Entry Training.



|                |          |                 |                                   |                                        |                                               |
|----------------|----------|-----------------|-----------------------------------|----------------------------------------|-----------------------------------------------|
| <b>JOURNAL</b> | 56517-18 | <b>DIVISION</b> | Grants and<br>Special<br>Programs | <b>Fund Name</b><br><b>Fund Impact</b> | Grants State<br>8,000.00<br>8,000.00CR<br>.00 |
|----------------|----------|-----------------|-----------------------------------|----------------------------------------|-----------------------------------------------|

To establish grant budget for Search and Rescue - 2012.

|                |          |                 |         |                                        |                                                      |
|----------------|----------|-----------------|---------|----------------------------------------|------------------------------------------------------|
| <b>JOURNAL</b> | 56396-97 | <b>DIVISION</b> | Finance | <b>Fund Name</b><br><b>Fund Impact</b> | PFC General<br>3,995,872.51<br>3,995,872.51CR<br>.00 |
|----------------|----------|-----------------|---------|----------------------------------------|------------------------------------------------------|

To record the Budget for the Debt Service Subsidy that is part of the 2006A Courthouse funding bond issue. The expense is offset by revenue from the state for this purpose.

|                |       |                 |               |                                        |                                                         |
|----------------|-------|-----------------|---------------|----------------------------------------|---------------------------------------------------------|
| <b>JOURNAL</b> | 56392 | <b>DIVISION</b> | Water Quality | <b>Fund Name</b><br><b>Fund Impact</b> | Water Quality Fund<br>500,000.00<br>500,000.00CR<br>.00 |
|----------------|-------|-----------------|---------------|----------------------------------------|---------------------------------------------------------|

To provide funds for change orders, project cost increases, and the purchase of an additional house for the Crimson King/Coldstream project by decreasing professional services funds that will not be utilized this fiscal year.

|                |       |                 |                    |                                        |                                                            |
|----------------|-------|-----------------|--------------------|----------------------------------------|------------------------------------------------------------|
| <b>JOURNAL</b> | 56391 | <b>DIVISION</b> | Human<br>Resources | <b>Fund Name</b><br><b>Fund Impact</b> | Medical Insurance<br>1,370,886.00<br>1,370,886.00CR<br>.00 |
|----------------|-------|-----------------|--------------------|----------------------------------------|------------------------------------------------------------|

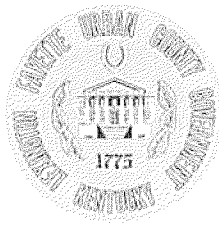
To provide funds for contract with Marathon Health, Inc. related to preventive, wellness, disease management, health consultation and/or primary care services.

|                |       |                 |                    |                                        |                                                      |
|----------------|-------|-----------------|--------------------|----------------------------------------|------------------------------------------------------|
| <b>JOURNAL</b> | 56531 | <b>DIVISION</b> | Human<br>Resources | <b>Fund Name</b><br><b>Fund Impact</b> | Medical Insurance<br>55,141.80<br>55,141.80CR<br>.00 |
|----------------|-------|-----------------|--------------------|----------------------------------------|------------------------------------------------------|

To provide funds for the Wellness Center lease by reducing funds for retail health insurance expense.

#### BUDGET AMENDMENT REQUEST SUMMARY

|      |      |                                                |            |
|------|------|------------------------------------------------|------------|
| Fund | 1101 | General Service District Fund                  | 119,710.00 |
| Fund | 2517 | 2008 Bond Projects Fund                        | .00        |
| Fund | 2600 | 2010 Bond Projects Fund                        | .00        |
| Fund | 3100 | US Department of Agriculture                   | .00        |
| Fund | 3120 | US Department of Housing and Urban Development | .00        |
| Fund | 3160 | US Department of Transportation                | .00        |
| Fund | 3200 | US Department Of Homeland Security             | .00        |
| Fund | 3400 | Grants - State                                 | .00        |
| Fund | 4022 | PFC General Fund                               | .00        |
| Fund | 4051 | Water Quality Management Fund                  | .00        |
| Fund | 6002 | Medical Insurance Fund                         | .00        |



Lexington-Fayette Urban County Government  
DEPARTMENT OF SOCIAL SERVICES

Jim Gray  
Mayor

Beth Mills  
Commissioner

MEMORANDUM

TO: Mayor Jim Gray  
Members of the Council

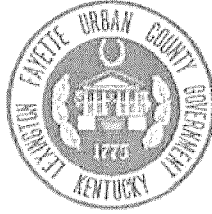
Thru: \_\_\_\_\_  
Stephanie Hong  
Director Division of Youth Services

FROM: \_\_\_\_\_  
Debra King  
CASA Program Director

DATE: November 15, 2011

RE: Mayor's Signature Request on the Revised Memorandum of Understanding that the CASA Board of Directors approved at the September 15, 2011 meeting.

Attached please find the MOU that the CASA Board of Directors approved at the September 15, 2011 meeting. The last MOU that was entered into with the listed parties was signed several years ago. This is a revised version of that document that we would like submitted for the record. It is my understanding that the document would be submitted to the Law Department for review prior to signatures. Also, if there are revisions that you see that you find would be appropriate, please let me know and/or please contact me if you have any questions.



Lexington-Fayette Urban County Government  
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray  
Mayor

Jane Driskell  
Commissioner

TO: Mayor Jim Gray  
Richard Moloney, Chief Administrative Officer  
Urban County Councilmembers

FROM: William O'Mara *WOS*  
Director, Division of Revenue

DATE: November 14, 2011

SUBJECT: Emergency Medical Service Billing and Collections Contract  
Software Development, Inc.

Attached is the contract with Software Development, Inc. to furnish billing and collections services for Emergency Medical Services performed by LFUCG Division of Fire and Emergency Services. Software Development, Inc. is recommended as the billing and collection service provider with a contract beginning October 1, 2011 for a period of four (4) twelve (12) month periods for 3.5% of receipts from the previous calendar year. A signed contract is attached for your review.

Approval is requested. If you have any questions or need additional information, please contact me.

Cc: Jane Driskell, Commissioner of Finance



## 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:** November 15, 2011

**RE:** 2012 Police Awards Banquet  
Lexington Convention Center Rental Agreement  
Hyatt Regency Catering Contract

Please find attached blue sheet and documentation from the Lexington Convention Center Facility Rental Agreement and Hyatt Regency Catering Contract with the Lexington Fayette Urban County Government for the Annual Police Awards Banquet to be held on Tuesday, March 6, 2012.

We are requesting council approval to authorize Mayor Gray to sign the attached agreement/contract. Upon approval and signing, please forward documents to the Chief's Office to acquire additional signatures.

There will be no budgetary impact. The awards banquet will be funded by ticket sales.

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



## 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:** November 15, 2011

**RE:** Amended 2010 Equitable Sharing Agreement and Certification

Please find attached blue sheet and documentation for the Amended 2010 Equitable Sharing Agreement and Certification with the Department of Justice, The Department of the Treasury and the Lexington-Fayette Urban County Government.

During an audit, it was discovered that the FY 2010 Equitable Sharing Agreement had inaccurate information listed. In FY 2010, the Division of Police received \$186,036.62 in Treasury Revenue funds, the funds were inadvertently deposited into the Justice Fund account. This was discovered early FY 2011, which at that time, the proper account, was established and the funds were moved to this account. Also in FY 2010 deposits were made into the Justice Fund account in the amount of \$190,396.13 that did not belong. This also was not discovered until FY 2011 and has since been corrected.

This blue sheet is being submitted to make amended changes and bring the FY2010 Equitable Sharing Agreement current.

I have attached two (2) original amended agreements requiring the Mayor's signature. There will be no budgetary impact. Upon approval and signing, please forward one original agreement to the Chief's Office.

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

A handwritten signature in cursive script that reads "R. Bastin".

Ronnie Bastin  
Chief of Police

RB/rmh

Attachment  
cc: Clay Mason, Commissioner of Public Safety



## 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:** November 15, 2011

**RE:** Amended 2011 Equitable Sharing Agreement and Certification

Please find attached blue sheet and documentation for the Amended 2011 Equitable Sharing Agreement and Certification with the Department of Justice, The Department of the Treasury and the Lexington-Fayette Urban County Government.

During an audit, it was discovered that the FY 2011 Equitable Sharing Agreement had inaccurate information listed. Revenue in the amount of \$186,036.62, received FY 2010 was inadvertently deposited into the Justice Fund Account. The funds should have been deposited into the Treasury Fund Account. This is being corrected in the FY 2011 Equitable Sharing Agreement. Adjustments have been made to the general ledger to correct funding source for previous year in the amount of \$312,153.41. Revenue has been moved to Street Sales Grant in the amount of \$21,472.16. This blue sheet is being submitted to make amended changes and bring the FY2011 Equitable Sharing Agreement current.

I have attached two (2) original amended agreements requiring the Mayor's signature. There will be no budgetary impact. Upon approval and signing, please forward one original agreement to the Chief's Office.

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

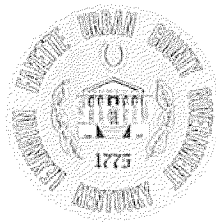
A handwritten signature in cursive script, reading "R. Bastin".

Ronnie Bastin  
Chief of Police

RB/rmh

Attachment

cc: Clay Mason, Commissioner of Public Safety



Lexington-Fayette Urban County Government  
DEPARTMENT OF GENERAL SERVICES

Jim Gray  
Mayor

Sally Hamilton  
Commissioner General Services

TO: Mayor Jim Gray  
Urban County Council

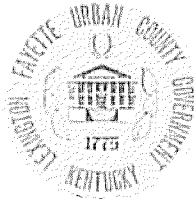
FROM: Sally Hamilton  
Commissioner of General Services

DATE: November 21, 2011

RE: State Government Leases

I am requesting Urban County Council approval to enter into renewals of the lease agreements with the Commonwealth of Kentucky for space occupied in the Annex Building. Transportation – Office of the Secretary currently leases 565 square feet of space and Kentucky State Police leases 1,341 square feet of space for administering CDL & Driver's License activity.

Both leases will maintain the current rental rate of \$10.75 per square foot. The term of the leases will be from July 1, 2012 through June 30, 2013. These leases also include 11 parking spaces at \$45 per space per month. Total annual revenue payments for rent and parking to the LFUCG would be \$26,429.52.



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

Jim Gray  
Mayor

Susan Bush  
Commissioner

**MEMORANDUM**

To: Mayor Jim Gray  
Urban County Council  
Richard Maloney, CAO  
Susan Bush, Commissioner

From: Kevin Wentz, Administrative Officer *KW*

Date: November 15, 2011

RE: Request for transfer of right-of-way via Quit Claim Deed – Manor Drive

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This memorandum is to request Urban County Council approval to transfer a portion of LFUCG right-of-way (Manor Dr) to the property owners located at 475 Laketower Dr and 2300 Richmond Rd. LFUCG Division Directors and utility company representatives have responded with comments and consented to this request. The adjacent property owners will accept full responsibility of the maintenance and repair of the right-of-way. The Consent Certificates have been signed, and submitted to the Law Department. I am requesting Council authorization of the closure as presented and execution of all related documents. Should you have any questions regarding this request please feel free to contact me at 258-3407.



Laketower Drive  
Lexington, Fayette County, Kentucky



## 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:** November 16, 2011

**RE:** Ordinance Change – Chapter 16, Article II, Refuse Disposal Sec. 16-15 (f)

Requesting approval of the attached amendment to Code of Ordinance, Chapter 16, Article II, Refuse Disposal, Sec. 16-15 (f). This ordinance should be changed to include a law enforcement exemption which will reflect a currently accepted practice as endorsed by the United States Supreme Court. The language of this ordinance prohibits individuals from interfering or removing materials from trash receptacles that have been left for collection with the exception of those in the business of trash collection.

Law enforcement officers from the local, state and federal level all routinely utilize trash pulls for the collection of evidence. This practice is well supported by case law at both the state and federal level. This part of the ordinance was written to specifically prevent individuals from combing through discarded trash for recycling items.

**Current version** – Ordinance Sec. 16-15 (f):

It shall be unlawful for any person, other than refuse collectors in the division of solid waste and a person duly licensed to collect, haul, convey or transport any of the waste materials herein mentioned, to interfere in any manner with the receptacles containing any such waste materials, or to remove any such receptacle from the location where placed by the owner thereof, or to remove any of the contents of such receptacles.

**Requested Amended version** – Ordinance Sec. 16-15 (f):

It shall be unlawful for any person refuse collectors in the division of solid waste or a person duly licensed to collect, haul, convey or transport any of the waste materials herein mentioned, to interfere in any manner with the receptacles containing any such waste materials, or to remove any such receptacle from the location where placed by the owner thereof, or to remove any of the contents of such receptacles.

Peace officers in the execution of their official duties are exempted from this section.

There will be no budgetary impact.

A handwritten signature in cursive script, appearing to read "Ronnie Bastin".

Ronnie Bastin  
Chief of Police

Attachment

cc: Clay Mason, Commissioner of Public Safety



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

Jim Gray  
Mayor

Susan C. Bush  
Acting Commissioner

To: Mayor Jim Gray  
Urban County Council

From: Charles H. Martin, P.E., Director

Via: Susan C. Bush, Acting Commissioner

Date: November 17, 2011

**Re: Requesting Approval of a Class B (Infrastructure) Incentive Grant Award Agreement with Bluegrass Stockyards, LLC funded by the Water Quality Management Fee pursuant to Sections 16-408 and 16-410 of the Code of Ordinances.**

**Grantee: Bluegrass Stockyards, LLC**  
**Incentive Grant Amount: \$150,000.00**  
**Account Number: 4051 – 303204 – 3373 – 78112** (Fully budgeted)

The grant application of Bluegrass Stockyards, LLC was reviewed and recommended by the Water Quality Fees Board at its October 13, 2011 meeting. Class B Infrastructure grants do not require a match, however Bluegrass Stockyards, LLC has committed \$26,170 toward the project. The Grant Award Agreement requires the Mayor's signature.

Grant Project Description

Target Watershed: Town Branch

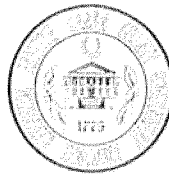
Project Site Location: 375 Lisle Industrial Avenue

Grantee shall design and construct four stormwater control facilities to improve water quality and reduce runoff leaving the site. Facilities include a biofiltration swale, a bioretention area, a detention basin, and bioretention basin with forebay. The grantee will collaborate with UK, Locust Trace Agri-Science Farm, Fayette County Extension Office and Conservation District in allowing the site to be used by students for research and environmental learning.

Questions regarding this agreement should be directed to Susan Plueger, the Incentive Grant Program Administrator, at 859-425-2482.

Attachment

Pc: Susan Bush, Acting Commissioner, Department of Environmental Quality & Public Works  
Ed Gardner, Department of Law  
Julie Mantrom, Division of Water Quality  
Susan Plueger, P.E., Division of Water Quality



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

Jim Gray  
Mayor

Susan C. Bush  
Acting Commissioner

To: Mayor Jim Gray  
Urban County Council

From: Charles H. Martin, P.E., Director

Via: Susan C. Bush, Acting Commissioner

Date: November 16, 2011

**Re: Requesting Approval of a Class A (Neighborhood) Incentive Grant Award Agreement with Friends of Wolf Run, Inc. funded by the Water Quality Management Fee pursuant to Sections 16-408 and 16-410 of the Code of Ordinances**

**Grantee: Friends of Wolf Run, Inc.**  
**Incentive Grant Amount: \$11,770.00**  
**Account Number: 4051 – 303204 – 3373 – 78112** (Fully budgeted)

The grant application of the Friends of Wolf Run, Inc. was reviewed and recommended by the Water Quality Fees Board at its July 21, 2011 meeting. All Class A grants require a minimum 20% match by the grant recipient. The Grant Award Agreement requires the Mayor's signature.

Grant Project Description

Target Watershed: Wolf Run

Grantee shall (a) perform stream clean-ups, removal of invasive plant species, and planting of native vegetation along Wolf Run and its tributaries at various volunteer selected stewardship sites, (b) provide educational outreach by communication with streamside property owners and installation of educational signage at stewardship sites, and (c) Purchase a multi-parameter water quality meter for use by Friends of Wolf Run and other volunteer organizations.

Questions regarding this agreement should be directed to Susan Plueger, the Incentive Grant Program Administrator, at 859-425-2482.

Attachment

Pc: Susan Bush, Acting Commissioner, Department of Environmental Quality & Public Works  
Ed Gardner, Department of Law  
Julie Mantrom, Division of Water Quality  
Susan Plueger, P.E., Division of Water Quality



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

Jim Gray  
Mayor

Susan C. Bush  
Acting Commissioner

To: Mayor Jim Gray  
Urban County Council

From: Charles H. Martin, P.E., Director

Via: Susan C. Bush, Acting Commissioner

Date: November 17, 2011

Re: **Requesting Approval of a Class A (Neighborhood) Incentive Grant Award Agreement with The Lansdowne Neighborhood Association, Inc. funded by the Water Quality Management Fee pursuant to Sections 16-408 and 16-410 of the Code of Ordinances**

**Grantee: The Lansdowne Neighborhood Association, Inc.**  
**Incentive Grant Amount: \$10,000.00**  
**Account Number: 4051 – 303204 – 3373 – 78112 (Fully budgeted)**

The grant application of The Lansdowne Neighborhood Association, Inc. was reviewed and recommended by the Water Quality Fees Board at its July 21, 2011 meeting. All Class A grants require a minimum 20% match by the grant recipient. The Grant Award Agreement requires the Mayor's signature.

Grant Project Description

Target Watershed: West Hickman

Grantee shall develop a conceptual plan to address stormwater runoff and streambank erosion in the tributary running from Zandale Drive to West Hickman Creek. The grantee shall organize educational opportunities for the residents including work days for stream cleanups and honeysuckle removal.

Questions regarding this agreement should be directed to Susan Plueger, the Incentive Grant Program Administrator, at 859-425-2482.

Attachment

Pc: Susan Bush, Acting Commissioner, Department of Environmental Quality & Public Works  
Ed Gardner, Department of Law  
Julie Mantrom, Division of Water Quality  
Susan Plueger, P.E., Division of Water Quality



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

Jim Gray  
Mayor

Susan C. Bush  
Acting Commissioner

To: Mayor Jim Gray  
Urban County Council

From: Charles H. Martin, P.E., Director

Via: Susan C. Bush, Acting Commissioner

Date: November 17, 2011

Re: **Requesting Approval of a Class B (Education) Incentive Grant Award Agreement with Group CJ, LLC funded by the Water Quality Management Fee pursuant to Sections 16-408 and 16-410 of the Code of Ordinances**

**Grantee: Group CJ, LLC**  
**Incentive Grant Amount: \$34,650.00**  
**Account Number: 4051 – 303204 – 3373 – 78112** (Fully budgeted)

The grant application of Group CJ, LLC was reviewed and recommended by the Water Quality Fees Board at its October 13, 2011 meeting. All Class B (Education) grants require a minimum 50% match above the first \$2,500 by the grant recipient. The Grant Award Agreement requires the Mayor's signature.

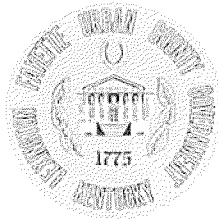
Grant Project Description

In collaboration with the television stations WKYT-TV and the EKYT-CW, the grantee shall write, produce, and air approximately twenty 30-second educational commercial messages for a "Doing the Green Thing" campaign that show people actively performing tasks that reduce stormwater pollution and promote improving water quality. These spots will also be used to directly tie into promoting the Great American Cleanup from March through May 2012.

Questions regarding this agreement should be directed to Susan Plueger, the Incentive Grant Program Administrator, at 859-425-2482.

Attachment

Pc: Susan Bush, Acting Commissioner, Department of Environmental Quality & Public Works  
Ed Gardner, Department of Law  
Julie Mantrom, Division of Water Quality  
Susan Plueger, P.E., Division of Water Quality



Lexington-Fayette Urban County Government  
DEPARTMENT OF GENERAL SERVICES

Jim Gray  
Mayor

Richard Moloney  
Chief Administrative Officer

## MEMORANDUM

To: Jim Gray, Mayor  
Urban County Council Members

FROM: \_\_\_\_\_  
Jerry Hancock, Director  
Division of Parks and Recreation

RE: Facility Usage Agreement

DATE: November 18, 2011

This is a request for Council approval of a Facility Usage Contract between the Lexington-Fayette Urban County Government and the Fayette County Board of Education for use of Jesse Clark Middle School Gym for our basketball program. We are moving our basketball program from Dunbar- which is undergoing HVAC replacement and will not be available for certain periods this winter.

Please contact me if there are any questions.

CC: Richard Moloney

JEH/bac



**EXHIBIT A****THIS IS NOT A BILL -- INVOICE TO FOLLOW****DESIGNATION OF FACILITY/GROUNDS, PERSONNEL AND EQUIPMENT**

|                   |                                                                                           |                   |                   |
|-------------------|-------------------------------------------------------------------------------------------|-------------------|-------------------|
| <b>APPLICANT:</b> | Lexington-Fayette Urban County Government<br>(Parks & Recreation)                         | <b>DAILY FEE:</b> | <b>\$667.70</b>   |
| <b>FACILITY:</b>  | Jessie Clark Middle School                                                                | <b>TOTAL FEE:</b> | <b>\$8,012.40</b> |
| <b>DATE(S):</b>   | Saturdays--7:30am-6:30pm -- 12/3/10, 12/10/11, 1/7/12, 1/14/12, 1/21/12, 1/28/12, 2/4/12, |                   |                   |
| <b>TIME(S):</b>   | 2/11/12, 2/18/12, 2/25/12, 3/3/12, 3/10/12 (Snow dates: 3/17/12, 3/24/12, 3/31/12)        |                   |                   |
|                   | (Total 12 Days of Actual Usage)                                                           |                   |                   |

| AREA(S)<br>TO BE USED                        | NO.<br>AREAS     | NO. HOURS<br>PER AREA        | TOTAL<br>NO.<br>HOURS | HOURLY<br>UTILITY /<br>MAINTENANCE<br>FEE | TOTAL<br>UTILITY /<br>MAINTENANCE<br>COST |
|----------------------------------------------|------------------|------------------------------|-----------------------|-------------------------------------------|-------------------------------------------|
| Classroom / Library                          | 0                | 0                            | 0                     | \$16.60                                   | \$0.00                                    |
| Auditorium                                   | 0                | 0                            | 0                     |                                           |                                           |
| Cafeteria                                    | 0                | 0                            | 0                     | \$27.55                                   | \$0.00                                    |
| Kitchen                                      | 0                | 0                            | 0                     | \$18.45                                   | \$0.00                                    |
| Gymnasium                                    | 1                | 11                           | 11                    | \$18.45                                   | \$202.95                                  |
| Football Field                               | 0                | 0                            | 0                     |                                           |                                           |
| Running Track                                | 0                | 0                            | 0                     |                                           |                                           |
| Baseball Field                               | 0                | 0                            | 0                     |                                           |                                           |
| Softball Field                               | 0                | 0                            | 0                     |                                           |                                           |
| Other                                        | 0                | 0                            | 0                     | \$18.45                                   | \$0.00                                    |
| <b>Subtotal</b>                              |                  |                              |                       |                                           | <b>\$202.95</b>                           |
| DISTRICT<br>EMPLOYEES<br>(If Applicable)     | NO.<br>EMPLOYEES | NO. HOURS<br>PER<br>EMPLOYEE | TOTAL<br>NO.<br>HOURS | HOURLY<br>PERSONNEL<br>FEE                | TOTAL<br>PERSONNEL COST                   |
| Custodian(s)                                 | 1                | 11                           | 11                    | \$42.25                                   | \$464.75                                  |
| Food Service Manager(s) II                   | 0                | 0                            | 0                     | \$44.10                                   | \$0.00                                    |
| Technical Support Staff                      | 0                | 0                            | 0                     | \$47.35                                   | \$0.00                                    |
| Law Enforcement Officer(s)                   | 0                | 0                            | 0                     | \$55.40                                   | \$0.00                                    |
| Other                                        | 0                | 0                            | 0                     | \$0.00                                    | \$0.00                                    |
| <b>Subtotal</b>                              |                  |                              |                       |                                           | <b>\$464.75</b>                           |
| <b>Total</b>                                 |                  |                              |                       |                                           | <b>\$667.70</b>                           |
| ADDITIONAL<br>RENTAL FEES<br>(If Applicable) |                  |                              |                       |                                           |                                           |
|                                              | 0                | 0                            | 0                     | \$0.00                                    | \$0.00                                    |
| <b>Grand Total</b>                           |                  |                              |                       |                                           | <b>\$667.70</b>                           |

COMMENTS:

Invoice Monthly



## 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:** November 18, 2011

**RE:** Donated Vehicle – Don Jacobs

Requesting approval to accept a donation of a 2012 Volkswagen Beetle Turbo Edition from Don Jacobs Volkswagen.

The donated vehicle will be utilized to enforce the law and spreading the message to the community on the importance of "Don't Text & Drive".

The value of the donated vehicle is \$29,140. Don Jacobs plans to transfer ownership of the donated vehicle to the Lexington Division of Police on December 28, 2011.

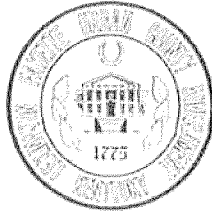
There will be no budgetary impact. If you have any questions or require additional information, please contact me.

A handwritten signature in cursive script that reads "Ronnie Bastin". The signature is written in dark ink and is positioned above the printed name and title.

Ronnie Bastin  
Chief of Police

RB/rmh

cc: Clay Mason, Commissioner of Public Safety



Lexington-Fayette Urban County Government  
DEPARTMENT OF PUBLIC SAFETY

Jim Gray  
Mayor

Clay Mason  
Commissioner

November 18, 2011

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

**FROM:** David S Lucas, Director of Enhanced 9-1-1 *DS Lucas*

**RE:** Agreement with Harris Corporation

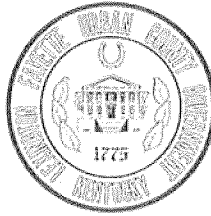
**VIA:** Clay Mason, Commissioner of Public Safety *Clay Mason*

This request will authorize the mayor to sign service and product agreements with Harris Corporation for professional services, hardware, software, system infrastructure and associated maintenance related to LFUCG's RFB #92-2011 for First Responder Radio System.

The ten (10) year agreement for products, service, warranties and maintenance, provides an interoperability solution for all LFUCG public safety users within a timeline that meets Federal deadlines while providing an open standards based system. The total amount is not to exceed \$18,788,500.

The cost for the current fiscal year is \$3,204,258 and is fully budgeted with the Division of E911, of which \$333,718 is from restricted Fund 4204. Total cost for FY2013 is \$9,888,694. Ongoing system hardware, software and support maintenance averages less than \$633,000 annually for the term of the contract.

Final system purchase contract agreements are quite voluminous and are under final review by all parties involved.



Lexington-Fayette Urban County Government  
Division of Historic Preservation

Jim Gray  
Mayor

MEMORANDUM

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

FROM: Bettie Kerr, Director  
Division of Historic Preservation

DATE: November 15, 2011

SUBJECT: Enforcement of Civil penalties for the Division of Historic Preservation staff

I am recommending that the attached ordinance be adopted in order to enable the Historic Preservation staff to cite violations to the Zoning Ordinance (Article 13) with civil penalties. This action is part of the process that was put in place as the outcome of the Building Inspection Task Force.

Should you have any questions, please contact me.

BK:ko

Cc: David Barberie, Department of Law

# **Procurement Task Force Report**

**November 29<sup>th</sup>, 2011**

# Procurement Task Force History

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- The Procurement Task Force was created at the recommendation of Mayor Jim Gray to address the findings outlined in the January 2011 State Auditor Report relative to procurement.

# Procurement Task Force Composition

- Chuck Ellinger - Council Member LFUCG
- Julian Beard - Council Member LFUCG
- Brian Marcum - Director of Purchasing LFUCG
- Don Speer – Director of Procurement Services – Kentucky Finance & Administration Cabinet
- William Harris - Director of Purchasing – University of Kentucky
- Mike Hill – Director of the Division of Professional Services - KYTC
- Mike Mudd – Capital Construction Procurement Manager – University of Kentucky
- John Burkhard – Retired Executive - Ford Motor Company

# Procurement Task Force Meetings

- February 28<sup>th</sup>, 2011 – Initial Task Force Meeting – Discussion of directive and establishment of goals
- March 21<sup>st</sup>, 2011 – Discussion of existing process and thresholds related to auditor recommendations
- April 11<sup>th</sup>, 2011 – Continuation of existing process and committee recommendation discussions
- May 23<sup>rd</sup>, 2011 – Auditor recommendations and revised process to address
- June 20<sup>th</sup>, 2011 – Continuation of process improvements



# Goals of the Procurement Task Force

- Address the State Auditor Report Findings
- Analyze and evaluate CAO Policy #1 (Evaluation of Professional Services)
- Incorporate the evaluation of professional services into the LFUCG Procurement Regulations

# State Auditor Findings

- Procurement policies have no clear hierarchy or authority, occasionally conflict, and have not been approved by Council.
- No consistent procurement method was used for purchasing insurance broker services.
- LFUCG does not use a quantitative scoring method for competitively bid vendor proposals.

## **State Auditor Recommendations & Comments Related to Procurement**

- CAO Policy #1 creates a conflict between the authority of the Division of Central Purchasing as designated by the Charter and the Office of the CAO
- Establish a quantitative scoring method for competitively bid vendor proposals
- Disclosure of quantitative scoring method in all RFP documents to improve transparency
- Professional service policy should dictate the responsibility to assemble a selection team to evaluate all proposals

# Procurement Task Force Recommendations

- Repeal CAO Policy No. 1 and replace with a new regulation governing the procurement of personal/professional services to maintain consistency and transparency
- Adopt the proposed regulations including the framework of the process/procedure
- Establishment of a process that would require notification of awards to Council in lieu of formal Council approval(i.e. Resolution/Ordinance) if funds have been previously approved through the budget process(not part of State Auditor findings)

## **State Auditors Approval of Task Force Recommendations**

---

- The Procurement Task Force recommendations were sent to and approved by Brian Lykins and Bob Mcbeath at the State Auditors Office.

# **Procurement Topics Not Addressed By The Procurement Task Force**

- Vendor Preferences
- Sole Source Procurement
- Change Orders

# Procurement Task Force

Questions?

## **Division of Central Purchasing Procurement Regulations**

### **Source Selection: Personal/Professional Services**

#### **GENERAL**

As used in these regulations "Personal/Professional Services" shall mean services whereby an individual, firm, partnership or corporation is to provide LFUCG certain services requiring professional skill or judgment.

The LFUCG will only procure Personal/Professional Services if LFUCG personnel are not available or if it is not feasible for LFUCG personnel to perform the service. The Division of Central Purchasing ("Purchasing") shall determine whether any LFUCG personnel (regardless of Department or Division) can reasonably provide the needed service prior to initiating the Personal/Professional Service procurement procedure provided for herein. If a dispute exists as to the necessity of acquiring the services from outside the LFUCG, the decision to proceed will be made by the Chief Administrative Officer.

The retention of Personal/Professional Services pursuant to these regulations will not be used if as a result of the procurement there would be established an employee/employer relationship between the LFUCG and the service provider or its employees or agents. An employee/employer relationship exists when the LFUCG has the right to direct and control the worker in the way he works, both as to the final results and as to the details of when, where and how the work is done.

The acquisition of commodities or biddable services may not be undertaken through the "Personal/Professional Services" process provided herein.

The provisions of these regulations shall not apply to any purchase constituting an emergency within the meaning of KRS 424.260.

It is not the intent of these regulations to eliminate the ability of LFUCG to advertise, as appropriate and in accordance with any applicable publication laws, any announcement soliciting general letters of interest from those parties who may be qualified to perform various Personal/Professional Services on behalf of LFUCG.

These regulations shall not limit LFUCG's ability to pursue the acquisition of Personal/Professional Services pursuant to state law, in which instances the LFUCG may elect to follow those provisions in lieu of these regulations, or modify these regulations as necessary to accommodate the process and procedure provided pursuant to the law.



## **Procurement of Personal/Professional Services of \$20,000 or more**

1. The procurement of project specific architectural and engineering services may be undertaken either through the Qualifications Based Selection (QBS) Process or the RFP process depending on the funding source for the project.
2. All departments/divisions requiring Personal/Professional Services must submit a written request form to Purchasing. The request should be submitted well in advance of the need for the services as the procurement process for Personal/Professional services typically requires considerable time to complete. In most instances the entire process takes at least 60-90 days.
  - a. The request must be signed by the appropriate Director or Commissioner and include a description of the services desired, the estimated amount of work involved, the estimated cost per fiscal year, and the appropriate contact person who is able to answer any questions or provide any additional information .
  - b. Requests for legal services, auditing services, computer services, or other area of expertise for which LFUCG has professional employees on staff will be submitted by Purchasing to the appropriate department or division for a determination as to whether the services can or should be performed by LFUCG personnel.
3. Purchasing will review the request form and any additional information submitted to determine whether to proceed with procuring the services.
4. If the decision is made to proceed with procurement, Purchasing will work with the requesting department/division and any other necessary LFUCG personnel to develop the appropriate Request for Proposal ("RFP") and any other necessary documents, including an agreement for services.
5. Purchasing will issue a RFP to solicit proposals for the services required. Each RFP shall at a minimum describe the services required, list the type of information and data required of each offeror, and state the evaluation factors or criteria.
6. Purchasing will distribute the RFP, giving adequate (and any legally required) public notice of the need for services, which may include newspaper advertising and other means when available such as placing a notice on the LFUCG Economic Engine data base. The notice will contain, at a minimum, a brief description of services requested, estimated amount of work involved, and the name of the person to contact in order to obtain additional information and a copy of the RFP.
7. Upon receipt of the responses to the RFP, Purchasing may conduct discussions with any offeror submitting a proposal to determine the offeror's qualifications for

## FINAL TASK FORCE VERSION

further consideration but such discussions shall not disclose information derived from another offeror's proposal. If discussions are conducted with offerors for purposes other than to secure qualification information, the same discussions must be conducted with all offerors.

8. Purchasing will appoint a proposal evaluation committee comprised of LFUCG officers or employees. Purchasing has the discretion to appoint representatives of other entities (i.e., state or local governments or educational institutions) if such representation would be of value to LFUCG. However, under no circumstance shall a party with any conflict of interest be appointed. In most instances a private party or citizen would have a conflict of interest.
9. Purchasing and the evaluation committee shall review the proposals received and record the committee's final determination of the qualification rankings of the offerors based on the evaluation factors or criteria set forth in the RFP. This written determination shall be maintained by Purchasing.
10. After determining the best qualified offeror, Purchasing or the requesting department/division (with assistance from Purchasing) will negotiate the fair and reasonable compensation for the provision of the services with the selected offeror. If compensation cannot be agreed upon with the best qualified offeror, negotiations may be conducted with other offeror(s) in the order of their respective qualification ranking.
11. Upon reaching an agreement upon compensation with the offeror, the requesting department/division in coordination with the Department of Law and Purchasing will generate an agreement for services which includes the scope of the services to be performed, the compensation for such services, and all other terms and conditions agreed upon, which shall also include, at a minimum the following:
  - a. The duration of the Agreement;
  - b. A sworn statement regarding campaign finance laws;
  - c. A provision indicating that the offeror and its employees or agents are not employees of the LFUCG;
  - d. A termination clause under which LFUCG may terminate the agreement by providing no more than thirty (30) days notice;
  - e. In the event that (d) above is not deemed sufficient by the Department of Law, an additional termination clause for those agreements covering multiple fiscal years in the event that sufficient funds are not appropriated as part of the budget process;
  - f. A provision that Kentucky law applies to interpretation of the agreement and any disputes and that venue shall be in Fayette County, Kentucky;

## **FINAL TASK FORCE VERSION**

- g. A provision that the services cannot be assigned without the prior approval of the LFUCG;
  - h. Any indemnity and insurance requirements deemed necessary by the Department of Law or the Division of Risk Management; and
  - i. Any other necessary provisions from the RFP.
- 12. All agreements must be signed by a representative of each party having the legal authority to bind that party to the agreement. The Mayor will sign all agreements on behalf of LFUCG unless legal authority has otherwise been provided for someone else to obligate the LFUCG to the terms of the agreement. If a final agreement cannot be reached with the best qualified offeror, negotiations may be conducted with other offeror(s) in the order of their respective qualification ranking.
- 13. LFUCG may make payments for services under the agreement once final approval is obtained, but shall not pay in advance of receipt of services.

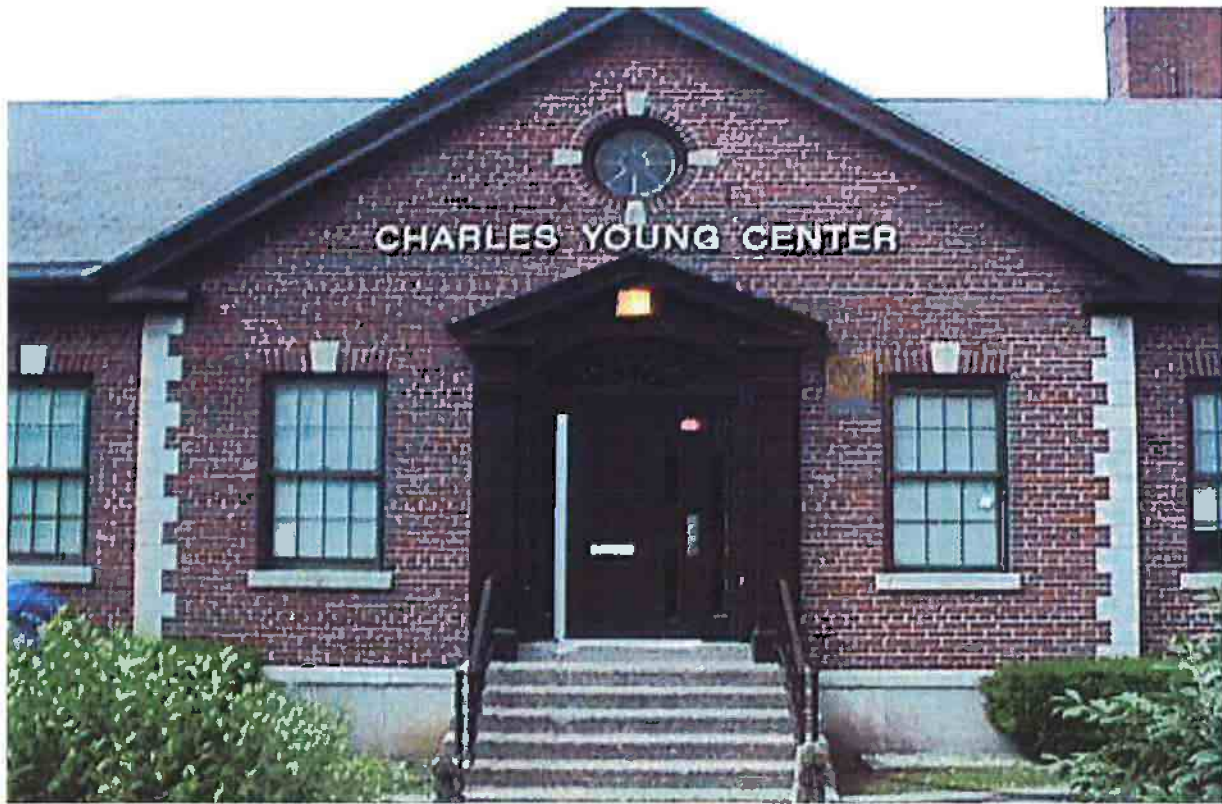
### **Procurement of Personal/Professional Service of Less Than \$20,000**

If the Personal/Professional Services required is less than \$20,000, the department/division may informally solicit proposals, make a determination of the best qualified provider and establish a Personal/Professional Service Agreement if necessary. At a minimum, the department/division must use a Personal/Professional Service Scope document and have the provider sign and submit the documents to Purchasing for processing. The submittal to Purchasing must also include the proposals received and considered by the department/divisions and a properly authorized On-Line requisition requesting Purchasing to issue a purchase order.

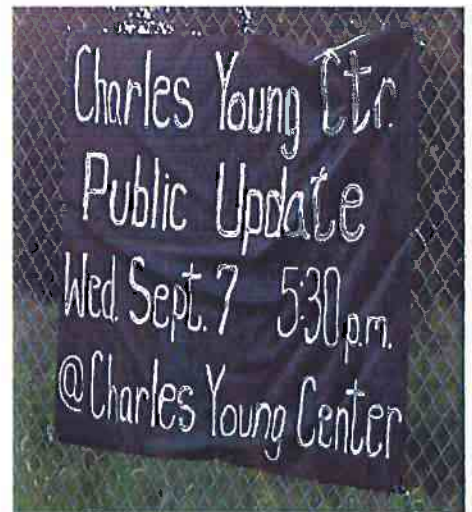
As an alternative, the department/division requiring the services may submit an On-Line Requisition to Purchasing and forward the services required scope. Purchasing will solicit competitive proposals, negotiate pricing and contract for the necessary services. If this process is used, Purchasing will communicate with the department/division for any additional information necessary to complete the process. Purchasing will also generate a purchase order authorizing the provider to begin work and allowing payments to be processed.

# CHARLES YOUNG COMMUNITY CENTER REDEVELOPMENT TASK FORCE REPORT

Lexington—Fayette Urban County Council



November 2011



# **Charles Young Center Redevelopment Task Force Report**

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# Charles Young Community Center Redevelopment

## Council Task Force Report

### November 2011

#### Section 1      Introduction

On February 9, 2011, Vice Mayor Linda Gorton appointed a task force to examine the future of the Charles Young Community Center. 1<sup>st</sup> District Council Member Chris Ford was designated to chair the thirteen (13) member Task Force, and is joined by fellow Council Member Steve Kay (At – Large) and Council Member Peggy Henson (11<sup>th</sup> District). The Charles Young Community Center Redevelopment Task Force was designed to afford interested residents and former residents of the East End with an opportunity to examine, participate, and influence the redevelopment of an iconic community center which has sat doormat and unoccupied since July 2008. Please see Appendix A – Listing of Charles Young Center Task Force Members and Appendix B – Task Force Meeting Schedule.

#### **Purpose:**

To assist Lexington Fayette Urban County Government (*on behalf of the Urban County Council*) in developing a comprehensive, community – oriented study to initiate the redevelopment of the Charles Young Center / Park area (*East Third Street, Shropshire Extension, & Midland Avenue*)

**Scope of Work:**      The task force shall perform the tasks listed below:

- a. **Evaluate** the social & economic service needs of the East End neighborhoods
- b. **Identify** the preferred utilization & programmatic functions of the Center
- c. **Calculate** the approximate structural needs & renovation costs of the Center
- d. **Identify** potential public & private funding sources to support renovation costs
- e. **Integrate** principles of local planning efforts with proposed development areas



## **History of Charles Young Community Center**

The Charles Young Community Center was erected in the mid 1930s, and was dedicated as the first indoor community facility for African Americans. The Community Center served as the social & cultural center of the African American community, particularly the East End of Lexington. A myriad of social events were held at Charles Young, including but not limited to dances, musical concerts, recreational opportunities, and family gatherings.

The most recent use of the facility had been as a Community Center operated by the Lexington Fayette Urban County Government (LFUCG) Division of Parks & Recreation. The operating budget (including personnel, operating, and facility costs) for the Charles Young Community Center during its final year (FY 2008) was approximately \$138,185. Please see Appendix C – LFUCG Charles Young Center Budget, FY 2008.

## **Biography of Colonel Charles Young**

Charles Young was a military officer and leader. Colonel Young was born March 12, 1864 near Maysville, Kentucky, and became only the third African American to graduate the United State Military Academy at West Point. His career included further historical firsts, such as being appointed the first African American to serve as Superintendent of a National Park, and the first African American to obtain the rank of Colonel. His superb leadership and military skills were celebrated through his command of the 9<sup>th</sup> and 10<sup>th</sup> Calvary units, better known as the “Buffalo Soldiers”.

During his career, Young also served as a professor at Wilberforce University in Ohio. He also spoke several languages. By the accounts of his stellar record of military performance, Colonel Young should have been a candidate to achieve the rank of General.

Colonel Young was placed on inactive military status in June 1917. As an example of his fortitude and perseverance, Colonel Young demonstrated his fitness for service by embarking upon a 500 mile horseback journey from his home in Wilberforce, Ohio to Washington, D.C. Accordingly, he was reinstated to active service, and continued his career until his death in Lagos, Nigeria on January 8, 1922. Colonel Young is buried in Arlington National Cemetery. His family residence in Wilberforce was designated as a National Historic Landmark in 1974.

In the years following his death, the life and service of Colonel Charles Young was commemorated throughout the nation, particularly in the African American community. Lexington chose to recognize him by naming its Community Center for Black citizens the Charles Young Community Center.

## **Section 2            Community Development – East End Lexington**

### **East End Community Profile & Statistical Data**

The Charles Young Community Center is located at 540 East Third Street, in a neighborhood known as the East End. The area is located adjacent to the downtown business district of the city. This area is one of historical significance to Lexington, and particularly the African – American community, as it served as one of the first residential neighborhoods for former slaves and freed African Americans. The current homes in the area date back to the early 1900s. During this time, the area was a vibrant community, comprised of professional and working – class African American residents.

### **Bluegrass Aspendale Housing Redevelopment**

The Bluegrass – Aspendale public housing site was Lexington's oldest (1937) and largest housing project, expanding to a capacity of 937 units. In 2005, the US Department of Housing and Urban Development (HUD) awarded the Lexington – Fayette Urban County Housing Authority (LHA) a federal *HOPE VI* grant of \$20 million to redevelop the Bluegrass – Aspendale public housing complex. This project has to served as a catalyst for revitalization of the East End neighborhood by demolishing the existing housing, and creating approximately 292 newly – constructed multi – family units and a sub-division of 102 single - family residences. The LHA promoted the strength of its HOPE VI project proposal by leveraging approximately 80 acres of land owned by LHA, private partnerships, coupled with support of both the local government (LFUCG) and the local school system (Fayette County Board of Education).

### **William Wells Brown Elementary School & Community Center**

In 2008, the Fayette County Public Schools opened the new William Wells Brown Elementary School. Located on the site of the former Kentucky Association Racetrack (and in the heart of the latter Bluegrass – Aspendale housing complex) the building at 555 East Third Street has an enrollment of 363 students. In addition, the school building also includes the William Wells Brown Community Center. The state of the art center includes a computer lab, instructional kitchen, fitness room, community meeting room, and high school regulation size basketball gymnasium. The W.W. Brown Community Center is managed and operated by the LFUCG Division of Parks & Recreation. However, the Center's on-site management is limited / restricted by the facility usage policies of Fayette County Public Schools.

*Note: It is important to note recreational programming at Charles Young Community Center was terminated at the inception of programming at the William Wells Brown Community Center.*



### **Shropshire Boulevard Extension**

To further support the redevelopment associated with the Lexington's Housing Authority's HOPE VI project, LFUCG designed and funded the construction of a connector boulevard, (to extend from Midland Avenue, along a portion of the then – existing Ann Street, across East Third Street, into the revitalized Bluegrass – Aspendale, and connecting to Shropshire Avenue (at East Sixth Street)). At a cost of \$2.4 million, the construction of the one – half mile Shropshire Avenue Extension required the acquisition of 21 land parcels, including demolition of fourteen (14) residential dwellings. Also, the final design and construction of the Shropshire Extension (to the proximate west of the Charles Young Community Center) spared the center and adjacent park land from the immediate redevelopment impacts of demolition and greenspace reduction.

### **Lyric Theatre & Cultural Arts Center**

The Lyric Theatre celebrated a grand re – opening in the fall 2010, after a nearly two – decade effort to restore the facility back to its original structure. Located west of the Charles Young Center at 300 East Third Street, the Lyric had been closed since 1963 and set stationary as an eyesore until the Urban County Government and a citizen – led advocacy secured redevelopment funding of \$6 million to complete renovations. Currently, a fifteen (15) person Board of Directors manages the programmatic and operational offerings of the Theatre and Cultural Arts Center.

### **Private Market Interest & Investment**

As a result of the local governmental initiatives to spur long – awaited economic investment in the East End, private market interest in the area began to increase. Other community projects such as the Isaac Murphy Memorial Art Garden, the Community Ventures Corporation's Third Street Exchange – Small Business Incubator, and the Legacy Trail began to capitalize on the rich cultural history of the East End area, and the economic advantages of developing in a prime, urban downtown setting.

While the evidence of economic development in the East End has increased during the past 10 years, the lack of investment in the Charles Young Center has manifested into a growing sentiment by local residents of “community divestment” and “demolition by neglect”. Our findings intend to clearly examine both, the economic feasibility of redevelopment at Charles Young, as well as the sense of community pride and connectivity bonded by the history of the center's activities and programs.

## **Section 3            Renovation Feasibility & Maintenance Costs**

### **Maintenance Requirements**

A considerable amount of research and planning has previously been dedicated to the study of the current condition of the building. The primary source of data (to this end) lies within the context of the Charles Young Community Center Feasibility Study Report (January 2009), by EHI Consultants of Lexington. The primary author of the report was Ed Holmes, a former longtime resident of the East End and local expert on urban planning. At the first meeting of the Task Force, Mr. Holmes provided a summary of the feasibility findings at Charles Young.

The building is a one – story, cross – gable Federal Revival structure with a full – size basement and rear gymnasium addition. The structural integrity of the building is sound, and the façade of the red brick building is still aesthetically attractive. As any property of approximately 75 years of age, the facility has some maintenance needs, which if addressed, could continue the useful life of the building to accommodate community programs and social uses.

Acting LFUCG General Services Commissioner, Jamshid Baradaran, has continually briefed the Task Force on the existing facility maintenance issues. Since January 2011, LFUCG has dedicated to mitigate environmental hazards at the building (primarily asbestos). The costs of this remedial action totaled approximately \$41,549, and consumed 1,250 man hours of governmental personnel resources.

The minimum maintenance investment required to bring the center within code is \$173,000; of which \$85,000 is needed to construct a handicapped – accessible ramp at the entrance and to construct four (4) off – street parking spaces. Please reference itemized estimate on page 6.

**Preliminary Short – Term Facility Needs, Fall 2011**  
**LFUCG Department of General Services**

| Item                                                       | Condition (1-5) | Estimated Remaining Useful Life | Estimated Repair Cost for Current Deficiencies | Comments                                                                                                                                                                                               |
|------------------------------------------------------------|-----------------|---------------------------------|------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Structural</b>                                          | 4               | 20-30 Yrs.                      | 0                                              | Generally in good condition with no visible signs of any major deterioration.                                                                                                                          |
| <b>Roof:</b>                                               |                 |                                 |                                                |                                                                                                                                                                                                        |
| <b>Shingle/Gutter</b>                                      | 2               | 4-5 Years                       | \$12,000                                       | Replace shingle roof and gutters.                                                                                                                                                                      |
| <b>Flat (Gym.)</b>                                         | 3               | 3-5 Years                       | \$6,000                                        | Recommend thermal scan and spot repairs as needed.                                                                                                                                                     |
| <b>MEP:</b>                                                |                 |                                 |                                                |                                                                                                                                                                                                        |
| <b>HVAC Main Building</b>                                  | 3               | 5-7 years                       | \$5,000                                        | Inspect/pressure test and recertify boiler. Implement water treatment system.                                                                                                                          |
| <b>HVAC Gym.</b>                                           | 1               | 0                               | \$35,000                                       | The entire unit is out and must be replaced.                                                                                                                                                           |
| <b>Electric/Lighting</b>                                   | 3               | 5-10 Yrs.                       | TBD                                            | Depending on future use, the electrical service might need to be upgraded/increased.                                                                                                                   |
| <b>Water/Plumbing</b>                                      | 2               | 2-3yrs.                         | \$7,000                                        | Fixture replacement/upgrade, water heater replacement, basement bathrooms upgrade.                                                                                                                     |
| <b>Alarms/Monitoring</b>                                   | 1               | 0                               | \$15,000                                       | Cost associated with security/access, fire/safety alarm (audio/visual upgrade), monitoring and inspection.                                                                                             |
| <b>Other</b>                                               |                 |                                 |                                                |                                                                                                                                                                                                        |
| <b>Re-Key/Access</b>                                       | 1               | 0                               | \$1,000                                        | Re-core and re-key the entire facility.                                                                                                                                                                |
| <b>CODE</b>                                                |                 |                                 | \$0                                            | None was noted by the FD rep. or building codes during the initial inspections.                                                                                                                        |
| <b>Environmental</b>                                       |                 |                                 | \$0                                            | Asbestos (\$41,549 recent cost)                                                                                                                                                                        |
| <b>ADA</b>                                                 | 1               | 0                               | \$50,000                                       | Ramp construction at the main entrance to the facility, Chair lift re-certification/replacement. Door clearance for the entire first floor area (expand the current door openings to 36" to meet ADA). |
| <b>Painting</b>                                            | 2               | 1                               | \$2,500                                        | Repaint the entire main floor area.                                                                                                                                                                    |
| <b>Flooring</b>                                            | 3               | 4                               | \$2,000                                        | Repair damaged flooring due to leak in front of the main floor's bathrooms. Wax/seal VCT floors. Spot repair                                                                                           |
| <b>Exterior/Landscaping</b>                                | 1               | 0                               | \$2,500                                        | Remove overgrown shrubs against the front of the facility. Side walk repair.                                                                                                                           |
| <b>Other Operational/Budgetary and Misc. Items:</b>        |                 |                                 |                                                |                                                                                                                                                                                                        |
| <b>Parking</b>                                             | N/A             | N/A                             | \$35,000                                       | Installation of 4 parking spaces adjacent to the building (3 Handicapped, 1 service).                                                                                                                  |
| <b>Operational Expenses &amp; Life Cycle Cost Analysis</b> | N/A             | N/A                             | Provided                                       | Operational expenses such as utilities, preventive and regular maintenance, janitorial, parking & walkways snow/ice removal, landscaping/mowing.                                                       |

**TOTAL \$173,000**

## Redevelopment Feasibility Opinion

The Community Center has been closed since July 2008. In the interim, no formal or official programming has been facilitated by Urban County Government. Also, LFUCG has recently entertained the option to declare the building surplus and to dispose (i.e. sell) the building. To determine a baseline value, a commercial property appraisal was performed by Berkley Appraisal Company in October 2009, at the request of the Department of General Services. The appraisal determined the Community Center, adjacent park land, and bordering vacant residential greenspace (along the former Ann Street, now Shropshire Avenue Extension) comprises 3.628 acres. The appraised value for all aforementioned property was estimated at \$499,000.

In the consideration of the property's value, and in the context of its redevelopment feasibility, the Task Force believes that it ***IS*** feasible to reasonably invest in the identified and needed facility maintenance items contained within this report. Furthermore, the Task Force ***DOES NOT*** believe the appraisal performed in 2009 accurately reflects the value of the Charles Young Center, park land and bordering greenspace.

It is our belief the appraisal of \$499,000 grossly undervalues the property, and distorts the feasibility analysis data required to appropriately project the needed capital investment for facility maintenance at the Charles Young Center. Lastly, the Center's location and proximity to neighboring downtown real estate, the scarcity of undeveloped urban greenspace, and the recent public and private interest escalates the value to likely exceed \$499,000.

### A. Site Assessment

|                              |                    |                                  |
|------------------------------|--------------------|----------------------------------|
| Community Center footprint   | 0.977 acre         | <i>\$300,000 appraised value</i> |
| Charles Young Park footprint | 1.755 acres        | <i>\$132,000 appraised value</i> |
| "Ann Street" footprint       | 0.896 acres        | <i>\$67,000 appraised value</i>  |
| <b>TOTAL FOOTPRINT</b>       | <b>3.628 ACRES</b> | <b>\$499,000 appraised value</b> |

### B. Property Description

*Community Center* 8,361 square feet

|            |                   |
|------------|-------------------|
| Main Level | 2,127 square feet |
| Basement   | 2,179 square feet |
| Gymnasium  | 3,542 square feet |
| Stage      | 513 square feet   |

#### *Park Amenities*

Basketball court, children's playground  
Concrete pad / play area, Open Greenspace  
\* No off – street parking





# Charles Young Community Center & Park Area Map



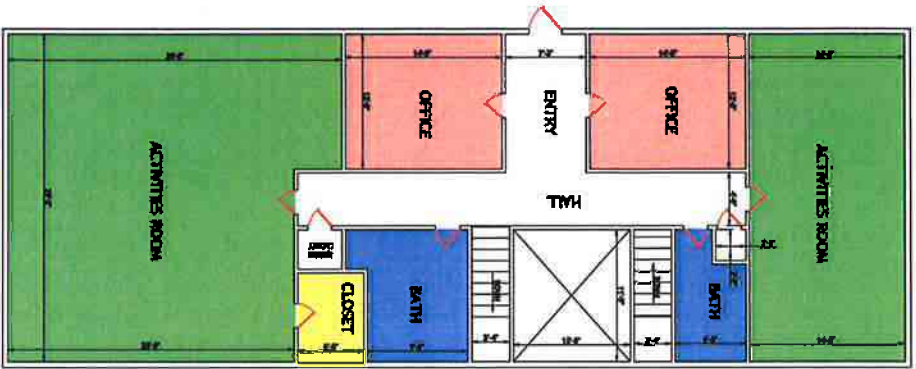
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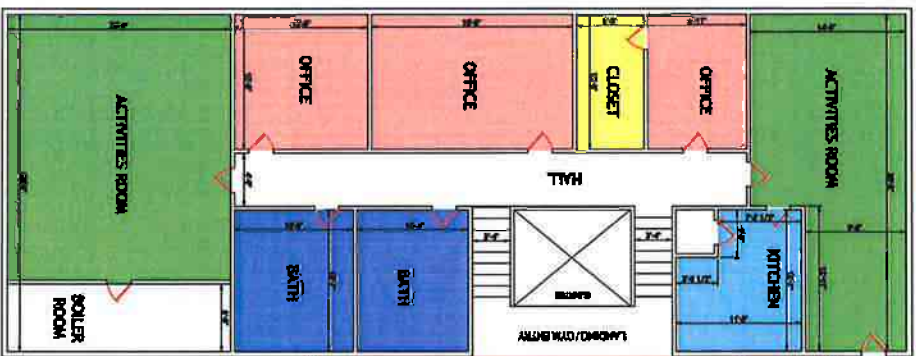
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11/18/2011





MAIN LEVEL FLOOR PLAN



BASEMENT FLOOR PLAN

# CHARLES YOUNG CENTER

SCALE: 1" = 5'



## **Section 4            Task Force Planning & Community Engagement Process**

The Charles Young Center Redevelopment Task Force recognizes the value of prior and on – going community planning efforts in the East End. As such, a concerted effort was placed on incorporating as many of the principles of the *East End Small Area Plan* (April 2009), which identifies the Charles Young Center as a top 10 priority.

### **Public Input**

#### **A.     Task Force Meetings**

The initial meeting of the Task Force was held on March 2, 2011. The Task Force convened for a total of 14 meetings, and concluded its work on October 19, 2011. The agenda for each meeting called for public comment, and the Task Force's eventual recommendations are influenced by the comments, questions, concerns, and / or suggestions offered by the persons present. Approximately 485 persons signed attendance rosters at CYC Task Force meetings.

#### **B.     Written Comment**

To offer public input to persons interested in the redevelopment of Charles Young Center, but who may not have been able to attend a Task Force meeting in person, the Task Force published a request for official written comment to a centralized government e-mail account: [CharlesYoungCenter@lexingtonky.gov](mailto:CharlesYoungCenter@lexingtonky.gov)

The public was also invited to submit written comments via the traditional mail service:

Mail:            LFUCG Council Office  
                    Attn: Council Member Chris Ford  
                    200 East Main Street, 5<sup>th</sup> Floor  
                    Lexington KY 40507

The written comment period extended from August 4<sup>th</sup> through September 14<sup>th</sup>.

#### **C.     Community Surveys & Signature Petitions**

The Task Force also solicited public input by distributing surveys throughout the East End neighborhoods. The organizers of the East End Reunion and the William Wells Brown Neighborhood Association were vital to this effort. Approximately 172 surveys were collected and documented. Two (2) separate petitions were collected and documented, one with approximately 163 signatures and the other with 728 signatures.

## Public Input Summary – Recommended Facility Uses at Charles Young Center

| Place | Preferred Uses:                                | Total Points |
|-------|------------------------------------------------|--------------|
| 1st   | Youth / Teen Activities                        | 350          |
| 2nd   | Community Center                               | 339          |
| 3rd   | Workforce Development / Job Training           | 285          |
| 4th   | Senior Citizens Center                         | 278          |
| 5th   | Recreation Facility                            | 264          |
|       | Multi-use facility (ranked all 5 uses equally) | 395          |

Total # of Surveys Collected = 172

### Other Suggested Uses: (61 Comments Received)

Re-open building w/previous programming  
 Daycare / Child Care Center  
 Building available for rental (parties, family/class reunions)  
 Small classes (computer, internet, cooking, sewing )  
 Cultural Center  
 Educational classes (GED, reading, math, college prep)  
 Fine Arts activities (theatre, art, musical instruments)  
 Community Swimming Pool  
 Police Activities League (PAL)  
 Safe Place for youth  
 Parenting classes  
 Prison Ministry Outreach  
 Satellite for Health Department / Health Clinic  
 Free lunch program  
 Re-entry programming for ex-offenders  
 Charles Young Dancers (classes)  
 Charter School  
 Veteran's Services  
 Legal Services, Mediation, Housing Assistance  
 Summer Youth Employment  
 Community Garden (green space near building)  
 Homeless Outreach program  
 Renovate into low-income housing  
 Black Visitor's Center  
 Crafts & Boutique Center  
 Office space for Entrepreneurs  
 Athletic Facility (basketball, football, soccer, exercising, health classes, dancing)  
 Center for Family & Community Services  
 Community Action Council Head Start Center

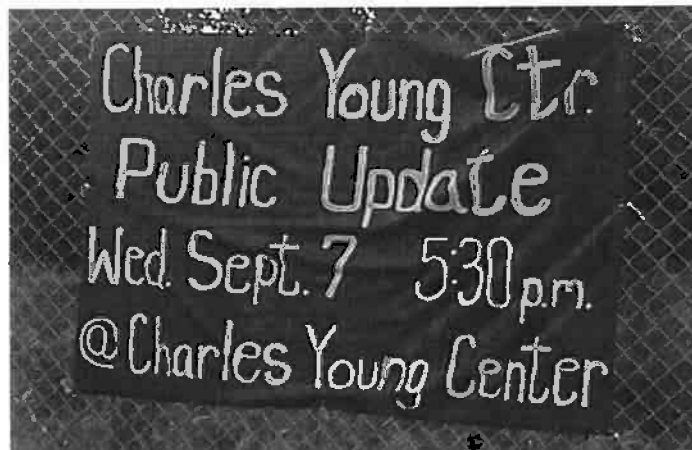
2 Petitions Received:  
 163 Signatures & 728 Signatures



## Charles Young Center Redevelopment Task Force Recognition of Citizen Comments – Verbal & Written

Aaron Lynch  
Alameca Johnson  
Alexis Mack  
Alicia Carson  
Angela Clayborne  
Anthony Gentry  
Anthony Stewart  
Billie Mallory  
Bonita Hall  
Brannon Dunn  
Bruce Mundy  
Cathy Chatfield  
Cathy Hart  
Cecila Rankins  
Cheryl Birch  
Connie Jones  
Corey Dunn  
D. Johnson  
Dawn Givens  
Dontisha James  
E. Brown  
Ed Prentice  
Edward Mackey  
Eli Scarr  
Ella Bosley  
George A. Brown  
George Moorman  
Gwen Godfrey  
Henry Kenion  
Jack Burch  
Jackie Combs  
Jake Gaither

James Young  
John Cole  
Joy Berry  
Joy Harris  
Judy Hill  
Keith Toller  
Kimberly Byars  
Margie Wilson  
Marilyn Clark  
Melinda Dockery  
Nina Searcy  
Patrice Muhammad  
Patricia Muhammad  
Paul Zettier  
Quinton Roberts  
Rebecca Mathews  
Regina Berry  
Robert Simpson  
Roderick White  
Shalonge Kay  
Sharon Reed  
Shawn Butler  
Shawn Sims  
Shelesha Peyton  
Sherri Stewart  
T. Simpson  
Tashari Berry Watkins  
Theodore Berry  
Tiffany Duncan  
Tim Burnette  
Tracy Howard  
Tyrone Dunn



## Section 5      Redevelopment Priorities & Equity of Process

### Preferred Facility Uses at Charles Young Center

The Task Force attempted to evaluate the social & economic needs of the East End by examining the public input incorporated in previous community planning efforts, such as the *East End Small Area Plan (April 2009)*, the *Charles Young Center Feasibility Report (January 2009)*, and the *LFUCG Social Services Needs Assessment (April 2008)*. Each of the aforementioned documents identified a summary of desirable programs and uses at the Center. The Task Force felt compelled to assist the community, government, and interested private entities with identified preferred uses for the limited and revered space(s) at the Center. After considerable debate among Task Force members (informed by the extensive public engagement referred to in Section IV., above) the Task Force agreed on a list of roughly twenty (20) potential Core Values to be used as a guide for any proposed use of the building and grounds. That list was then refined through a "forced choice" process that asked each Task Force member to allocate a limited number of points across the items on the list.

Five items on the list emerged from the exercise as clearly more important than any others:

1. Community Center
2. Recreational Facility
3. Workforce Development/Job Training
4. Senior Citizens' Center
5. Youth and Teen Activities

After further deliberation, and in the interest of ensuring full consideration of any proposals with merit, Task Force members agreed to add a sixth Core Value:

6. *Other positive values consistent with the East End Small Area Plan and the Charles Young Feasibility Study.*



## **Solicitation, Evaluation, and Selection —Request for Qualifications**

In working towards identifying the preferred utilization & programmatic functions of the Center, the Task Force recognized the recommendation of the CYC Feasibility Report to use the method of a Request for Proposal (RFP) issuance to solicit interest from interested potential owners of the Charles Young Center. As such, the Task Force began its work of determining the preferred uses by reviewing the draft RFP developed by an internal, government official committee chaired by then- Council Member Andrea James. However, many Task Force members clearly did not support the premise of disposing, or selling, the Charles Young Center.

Thus the consideration of the revised RFP process (as a method to fairly and transparently consider preferred facility usages) more closely reflects the present status and the current charge to the Task Force. The Task Force worked to formulate a Request for Qualifications (RFQ) process to solicit interested programs and service providers for facility usage at the Charles Young Center. A 100 point RFQ Scoring Criteria was drafted to incorporate the Task Force's five (5) preferred uses.

The Task Force agreed that LFUCG should follow its usual procedures for informing the public about the RFQ and distributing relevant information to potential responders. Customarily, LFUCG Division of Central Purchasing serves as the administrative agent for issuance and solicitation of such Requests. Consistent with CAO Policy #1, Central Purchasing proceeds with convening a RFQ Selection Committee to evaluate the submitted proposals, and to recommend designation of the successful parties.

Initially, the Core Values section, one of five sections of the RFQ (see attached RFQ) was allocated 30 points out of a possible total 100 points, with each Core Value allocated five points. After consideration of public input, the Task Force added five points to the Core Values section, with those five points added to Community Center.

Over a number of Task Force meetings and Community Forums, extensive public comment and subsequent discussion ensued on the issue of public input and sustainable community involvement on Charles Young Center redevelopment. Accordingly, the Task Force resolved to recommend the establishment and appointment of an Advisory Board for the Charles Young Center, pursuant to Article IX, Section 2 – 141 of the LFUCG Code of Ordinances. Please see Appendix D – Neighborhood Center Boards.

The proposed Charles Young Community Advisory Board shall be composed of nine residents of the East End and two required representatives of LFUCG. This Charles Young Center Advisory Board would then be responsible for conducting the evaluation of responses to the RFQ and forming a recommendation for a selection among responders. This recommendation would then be forwarded to Urban County Council for its approval.

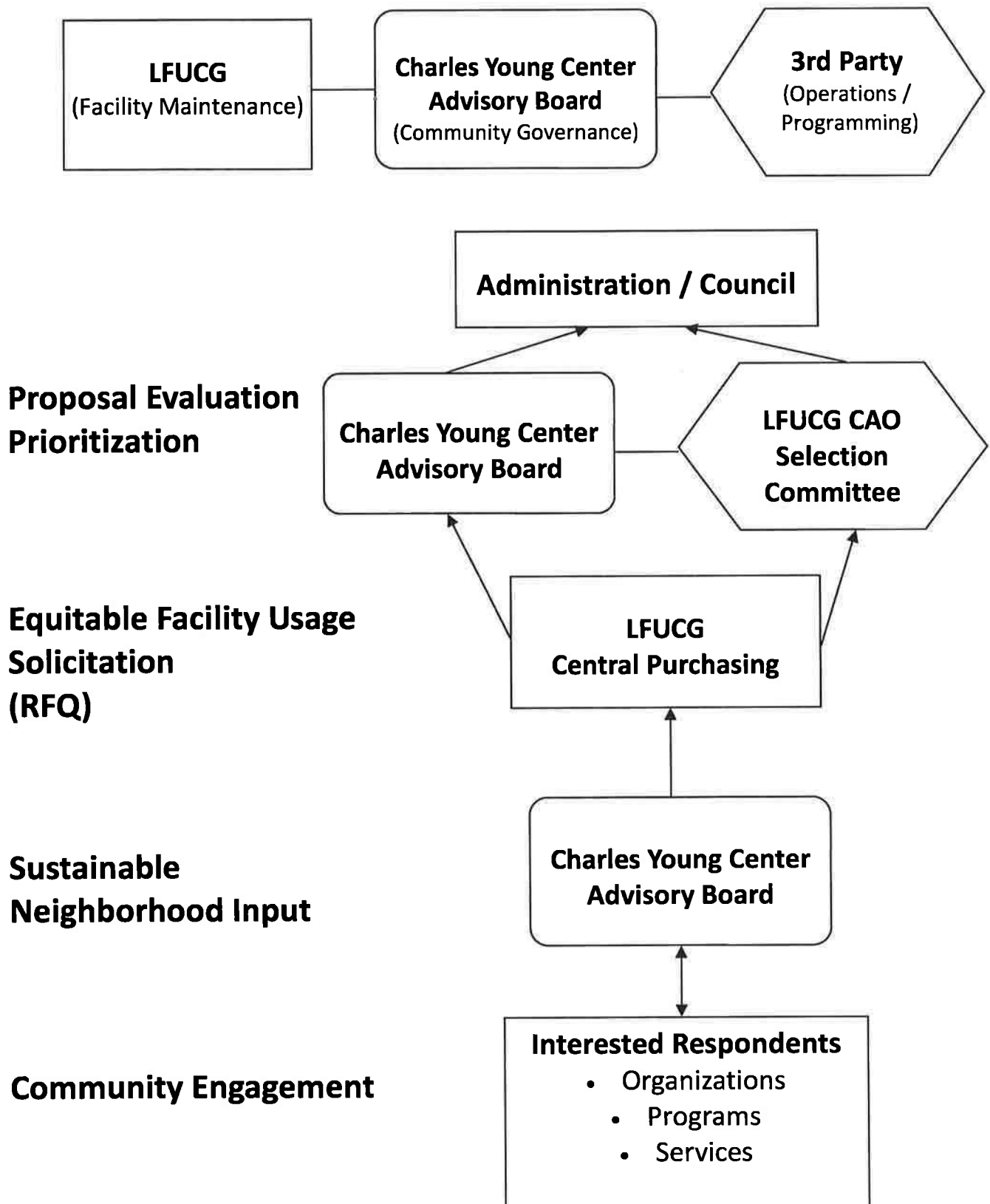
# Request for Qualifications - Interested Partners and Programs

## Charles Young Community Center

| Item     | Description                                                                                                                                                                       | Weight | Score |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-------|
| <b>1</b> | <b>PETITIONER PROFILE: Demonstrate organization and / or program's service delivery methods &amp; managerial efficiencies</b><br><b>10 points</b>                                 |        |       |
| 1.a.     | Professional Staff                                                                                                                                                                | 2      |       |
| 1.b.     | References from neighborhood residents / volunteers                                                                                                                               | 4      |       |
| 1.c.     | Organizational Leadership / Governing Board Structure                                                                                                                             | 2      |       |
| 1.d.     | Demonstrate ability to partner with other organizations                                                                                                                           | 2      |       |
| <b>2</b> | <b>CORE VALUES: Ensure the positive values &amp; goals of the neighborhood are reflected in future building activities</b><br><b>35 points</b>                                    |        |       |
| 2.a.     | Recreational Facility                                                                                                                                                             | 5      |       |
| 2.b.     | Community Center                                                                                                                                                                  | 10     |       |
| 2.c.     | Workforce Development / Job Training                                                                                                                                              | 5      |       |
| 2.d.     | Senior Citizens' Center                                                                                                                                                           | 5      |       |
| 2.e.     | Youth and Teen Activities                                                                                                                                                         | 5      |       |
| 2.f.     | Other positive values consistent w/East End Small Area Plan & Charles Young Feasibility Study                                                                                     | 5      |       |
| <b>3</b> | <b>FINANCIAL CAPACITY: Ensure the economic viability of the center through facility usage by an entity capable of maintaining the facility &amp; programs</b><br><b>15 points</b> |        |       |
| 3.a.     | Adequate capitalization                                                                                                                                                           | 5      |       |
| 3.b.     | Identified funding sources for Operation & Maintenance                                                                                                                            | 5      |       |
| 3.c.     | Sustainability                                                                                                                                                                    | 5      |       |
| <b>4</b> | <b>REDEVELOPMENT STRATEGY: Describe program / service proposal in the context of service delivery at Chas. Young Center</b><br><b>25 points</b>                                   |        |       |
| 4.a.     | System to evaluate and recommend services for the center                                                                                                                          | 5      |       |
| 4.b.     | Funding source for services                                                                                                                                                       | 5      |       |
| 4.c.     | Use of greenspace                                                                                                                                                                 | 5      |       |
| 4.d.     | Plan for outdoor recreational facilities / playground area                                                                                                                        | 5      |       |
| 4.e.     | Contribution to the overall development of the area and the goals of the East End Area Plan                                                                                       | 5      |       |
| <b>5</b> | <b>PROGRAM OUTCOMES: Demonstrate past performance history in community based programs &amp; services</b><br><b>15 points</b>                                                      |        |       |
| 5.a.     | Populations Served                                                                                                                                                                | 10     |       |
| 5.b.     | Qualitative Community Impacts / Quantifiable Measures                                                                                                                             | 5      |       |

**GRAND TOTAL (100 point maximum) - weighted RFQ Score**

# Charles Young Center Redevelopment Roles



## Discouraged Facility Uses

Task Force members agreed that certain uses deemed inappropriate should be specified in the narrative accompanying the RFQ. Here are the uses to be discouraged:

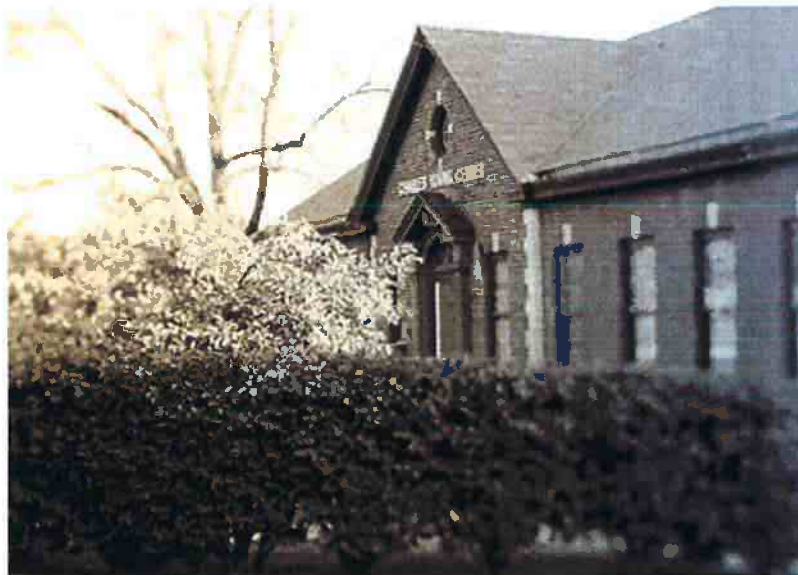
- Homeless shelters, soup kitchen and/or clothing bank
- Entities that would allow individuals to sleep at the Charles Young Center
- Selling of alcoholic beverages
- Fly-by-night businesses such as: payday lenders, pawn shops
- Tacky outdoor advertising (signs or lights)
- Businesses that will produce/allow parking on the front lawn of the Center





## Task Force Recommendations

1. Establish a *Charles Young Center Advisory Board* (CYCAB) to prioritize and govern community-based programs & services at Charles Young Center (CYC).
2. Lexington – Fayette Urban County Government (LFUCG) to retain ownership of Charles Young Center and to partner with the community to house preferred activities and/or programming.
3. LFUCG and the CYC Advisory Board to initiate a formal process by soliciting Request for Qualifications (RFQ) from any and all interested parties for programmatic and service programs to be facilitated at CYC.
4. LFUCG to appropriate \$173,000 for preliminary short – term facility capital needs at CYC, including handicapped accessibility / ADA compliance measures. Furthermore, the Community Development Block Grant (CDBG) is the recommended funding source. Please see Appendix E – Community Development Block Grant Program.
5. To incorporate the “Ann Street Greenspace Footprint” (0.896 acres) into official Charles Young Park land plat, for the purpose of developing off street parking and other recreational uses.



## Appendix A Appointed Charles Young Center Task Force Members

|                                  |                                              |
|----------------------------------|----------------------------------------------|
| <i>Chris Ford (chair)</i>        | Council Member, 1 <sup>st</sup> District     |
| <i>Steve Kay</i>                 | Council Member, At Large                     |
| <i>Peggy Henson</i>              | Council Member, 11 <sup>th</sup> District    |
| <i>Billie Mallory (resigned)</i> | William Wells Brown Neighborhood Association |
| <i>Carl White</i>                | Community Organizer – East End Reunion       |
| <i>Sherry Maddock (resigned)</i> | Legacy Center Liaison                        |
| <i>Gwen Godfrey (resigned)</i>   | Community Organizer – Planning               |
| <i>Charles Fields</i>            | Youth Sports Supervisor                      |
| <i>Glenn Brown</i>               | Senior Advisor to Mayor & former resident    |
| <i>James Coles</i>               | Community Ventures Corporation               |
| <i>Ryan Koch</i>                 | SeedLeaf                                     |
| <i>Kimberly H. Baird</i>         | Roots & Heritage Festival                    |
| <i>Thomas Tolliver</i>           | Isaac Murphy Memorial Art Garden             |

## Appendix B Task Force Meeting Schedule

| <u>Meeting Dates</u>            | <u>Attendance</u> | <u>Location</u>                                |
|---------------------------------|-------------------|------------------------------------------------|
| March 2 <sup>nd</sup>           | 14                | LFUCG Government Center                        |
| April 6 <sup>th</sup>           | 17                | LFUCG Government Center                        |
| May 4 <sup>th</sup>             | 18                | LFUCG Government Center                        |
| May 18 <sup>th</sup>            | 15                | William Wells Brown Community Center           |
| June 1 <sup>st</sup>            | 12                | William Wells Brown Community Center           |
| <b>June 22<sup>nd</sup></b>     | <b>87</b>         | <b>Charles Young Center – Community Forum</b>  |
| July 6 <sup>th</sup>            | 19                | Phoenix Building – LFUCG                       |
| August 3 <sup>rd</sup>          | 19                | Shiloh Baptist Church                          |
| August 17 <sup>th</sup>         | 14                | LFUCG Government Center                        |
| <b>September 7<sup>th</sup></b> | <b>126</b>        | <b>Shiloh Baptist Church – Community Forum</b> |
| September 21 <sup>st</sup>      | 42                | Charles Young Center                           |
| October 5 <sup>th</sup>         | 38                | Charles Young Center                           |
| October 12 <sup>th</sup>        | 36                | Charles Young Center                           |
| October 19 <sup>th</sup>        | 28                | Charles Young Center                           |

**Total = 485 Attendees**



**Charles Young Community Center (R303)  
FY 2008 Parks and Recreation Expense**

| <u>Budget Category</u>                                   |                                 |              | <u>Approximate<br/>Annual Expense</u> |
|----------------------------------------------------------|---------------------------------|--------------|---------------------------------------|
| <b>Personnel</b>                                         |                                 |              |                                       |
| <b>Seasonal 763-332</b>                                  |                                 |              |                                       |
| <u>Position</u>                                          | <u># of Positions</u>           | <u>Hours</u> | <u>Amount</u>                         |
| 801 Recreation Specialist                                | 3                               | 324          | \$ 3,890                              |
| 859 Athletic Official-Youth                              | 2                               | 70           | \$ 2,520                              |
| 886 Recreation Leader                                    | 1                               | 720          | \$ 5,040                              |
| TOTAL                                                    |                                 |              | \$11,450                              |
| <b>Part-Time (Non-CERS) 763-333</b>                      |                                 |              |                                       |
| <u>Position</u>                                          | <u># of Positions</u>           | <u>Hours</u> | <u>Amount</u>                         |
| 825 Program Assistant                                    | 9                               | 4282         | \$ 29,980                             |
| <b>Total Seasonal/Part Time Personnel =</b>              |                                 |              | <b>\$41,430</b>                       |
| <b>Civil Service Center Director (left in FY 07)</b>     |                                 |              |                                       |
| salary was \$38,650 X 1.4 (benefits)                     |                                 |              | <b>\$54,100</b>                       |
| <b>Operating Budget</b>                                  |                                 |              |                                       |
| 410                                                      | Professional & Contract Service | \$ 500       |                                       |
| 510                                                      | Operating Supplies              | \$1,000      |                                       |
| 520                                                      | Food & Household                | \$ 700       |                                       |
| 750                                                      | Minor Equipment                 | \$ 500       |                                       |
| <b>Total Operating</b>                                   |                                 |              | <b>\$ 2,700</b>                       |
| <b>Maintenance</b>                                       |                                 |              |                                       |
| <b>Work orders for maintenance average per year</b>      |                                 |              |                                       |
| Total \$32,600 for 3 years ending December 2008          |                                 |              | <b>\$10,900</b>                       |
| <b>Capital projects inside/attached to building 2006</b> |                                 |              | <b>\$13,160</b>                       |
| <b>Utilities</b>                                         |                                 |              |                                       |
|                                                          | Electric                        | \$8,138      |                                       |
|                                                          | Gas                             | \$7,394      |                                       |
|                                                          | Water                           | \$ 362       | <b>\$15,895</b>                       |
| <b>TOTAL</b>                                             |                                 |              | <b><u>\$138,185</u></b>               |

**Article IX. – Neighborhood Center Boards**

**Sec. 2 - 141 – Boards constituted; powers and duties**

**Each neighborhood center operated by the urban county shall have a board, of which membership requirements and powers are outlined as follows:**

- (1) Membership. Each neighborhood center shall have a board consisting of eleven (11) members appointed by the mayor and approved by the council, of whom nine (9) shall be residents of the neighborhood of the particular center on whose board they shall serve, and two (2) of whom shall be representatives of appropriate urban county departments. The terms of the members of each board shall be for four (4) years; except that initial appointments of six (6) of the members of each board shall be for two (2) years so that the terms shall be staggered in such a manner as to allow the appointment or reappointment of at least six (6) of the members of each board every two (2) years.
- (2) Powers and duties. The neighborhood center board, in making recommendations and decisions, shall be charged with the following powers and duties:
  - (i) Personnel selection within the requirements of the civic service regulations.
    - a. Review and make recommendations to the appropriate department commissioner (hereinafter "commissioner") on all jobs descriptions and qualification requirements for neighborhood center positions.
    - b. Assist the appointment authority in the recruitment of all full-time and part-time neighborhood center employees, giving special emphasis to potential applicants living within the neighborhood center neighborhood who meet the qualifications for employment.
    - c. All full-time employees within the neighborhood centers shall be civil service employees of the urban county. Following the procedure for advertising and selection by the civil service commission of the top five (5) applicants, the neighborhood center board shall review and make recommendations on the five (5) applicants available to the appointing authority.
    - d. Part-time employees are defined as persons employed for less than forty (40) hours per week and/or employed primarily on a seasonal basis. The center board shall assist the appointing authority with recruitment of part-time or seasonal employees.
  - (ii) Program selection. It shall be the duty of the neighborhood center board to identify the needs for program services of its neighborhood and to make recommendations of priorities of such needs to the commissioner. Agencies wishing to provide services in a neighborhood center shall make application to the board through the office of the commissioner. After reviewing the applications for services and priorities of need, the board shall make its recommendations to the commissioner. Thereafter, the commissioner shall review the board's recommendations and advise the board of his or her recommendations regarding the applications for services. In case of disagreement regarding programs, the board shall, within a reasonable time from the notification of the commissioner's recommendations, appeal to the chief administrative officer and then to the mayor for reconsideration. If after said reconsideration there exists disagreement, the board shall refer the matter promptly to the vice-mayor for final resolution by the council. After final determination on the application for services in the neighborhood center, the commissioner shall be responsible for implementation of the program after obtaining an appropriate contract with the agency involved.
- (3) Personnel and program evaluating. In order to properly evaluate personnel performance and program effectiveness, the neighborhood center boards will assist the commissioner in evaluating procedures. These procedures will be utilized on a regular basis by the neighborhood center board to evaluate both personnel performance and programming within their respective neighborhood center. Recommendations for changes in personnel and/or programming will be made to the commissioner.
- (4) Planning. It will be the duty of the neighborhood center board to assist the commissioner in establishing priorities on the need for various services within their respective neighborhoods and within the limits of available resources, set forth both short-range and long-range plans aimed at meeting the identified neighborhood needs.
- (5) Neighborhood involvement. To ensure neighborhood understanding of programs and services available and utilization of the neighborhood center. The board will function as public information officers within their respective neighborhoods to encourage support for and utilization of the respective neighborhood centers.
- (6) Bylaws. Each neighborhood center board shall have the power to adopt bylaws not in conflict with the provisions of this article to govern its operation.
- (7) Budgeting. The neighborhood center board shall review and make recommendations on the budget request made by the commissioner for the operation of neighborhood center.
- (8) Compensation. The members of the neighborhood center board shall serve without compensation.

## Appendix E

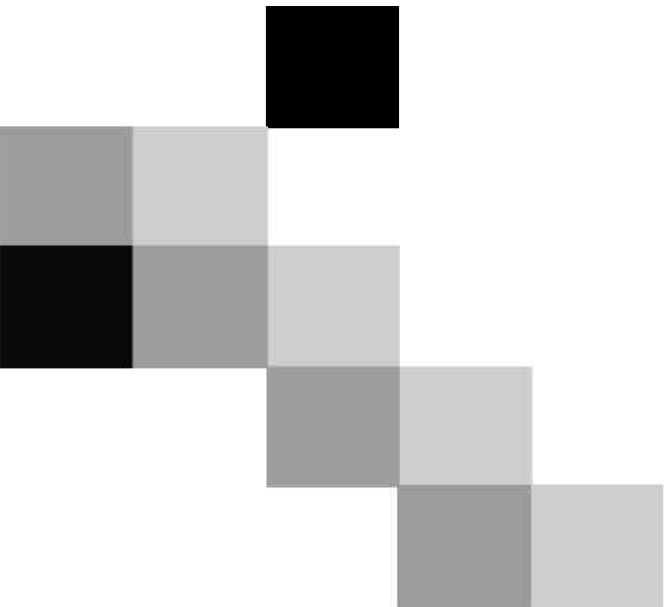
### Community Development Block Grant Program

Since first funded in fiscal year 1976, through FY 2007, the Lexington-Fayette Urban County Government has been awarded \$78,657,290 in Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development. Program income and other non-federal resources in excess of \$9 million have been added to this amount to fund many programs. In over 30 years of funding, approximately one-third of the funds have been spend on public improvements, approximately 10% has been spent on housing rehabilitation resulting in the rehabilitation of over 2,000 units. The following chart indicates the funds awarded to the Charles Young Community Center / Park for *park improvements* from FY 1993 – FY 2007.

| Fiscal Year | CDBG Funds Awarded |
|-------------|--------------------|
| FY 2000     | \$13,000           |
| FY 2004     | \$38,038           |
| FY 2005     | \$2,911            |

*Note: Explanation of the Community Development Block Grant Program and statistics information found in Lexington-Fayette Urban County Government's 2010 Consolidated Plan.*





# **Parks and Recreation**

## **Graffiti Abatement Program**



# Graffiti Information

- 2007 – Realized that graffiti was not being removed in a timely manner, often leading to more graffiti incidents
- Decided to do graffiti abatement in Parks
- Established a policy and procedures
- Created a graffiti removal crew
- Obtained equipment and supplies – grant for an Air Comp for sand blasting equip



# Graffiti Policy

- All graffiti is reported to the Maintenance Superintendent's office
- All graffiti is removed within 24 hours of notification
- Offensive, racial, or sexual graffiti will be abated as quickly as possible. If ground conditions or other limitations prevent this from happening, then other steps will be taken to cover the problem.
- The Police will be involved if it is suspected to be gang related



# Graffiti Process

- Graffiti is reported to Park Maintenance
- Initial assessment is completed by employee
- Police Park Patrol liaison is notified if it is gang related and he photographs prior to removal
- A work order is created to track removal cost and number of incidents at each location
- Removal method is dependent on the type of surface involved



# Graffiti Removal Methods

- **Paint**
  - Picnic tables, bathroom stalls, sports courts
- **Sand blast**
  - Dugouts, block walls, sidewalks, skate park
- **Chemicals**
  - Signs, disc golf baskets
- **Blacktop sealer**
  - Asphalt trails



# Surfaces that Require Graffiti Removal





# Surfaces that Require Graffiti Removal



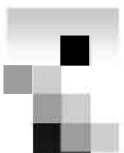


# Surfaces that Require Graffiti Removal



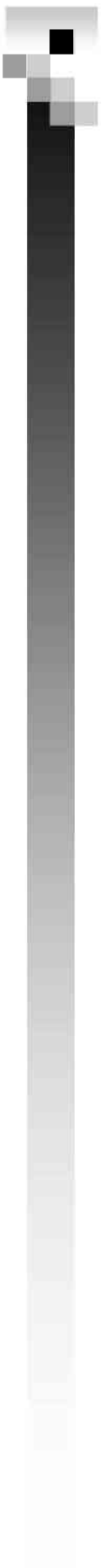
# Surfaces that Require Graffiti Removal



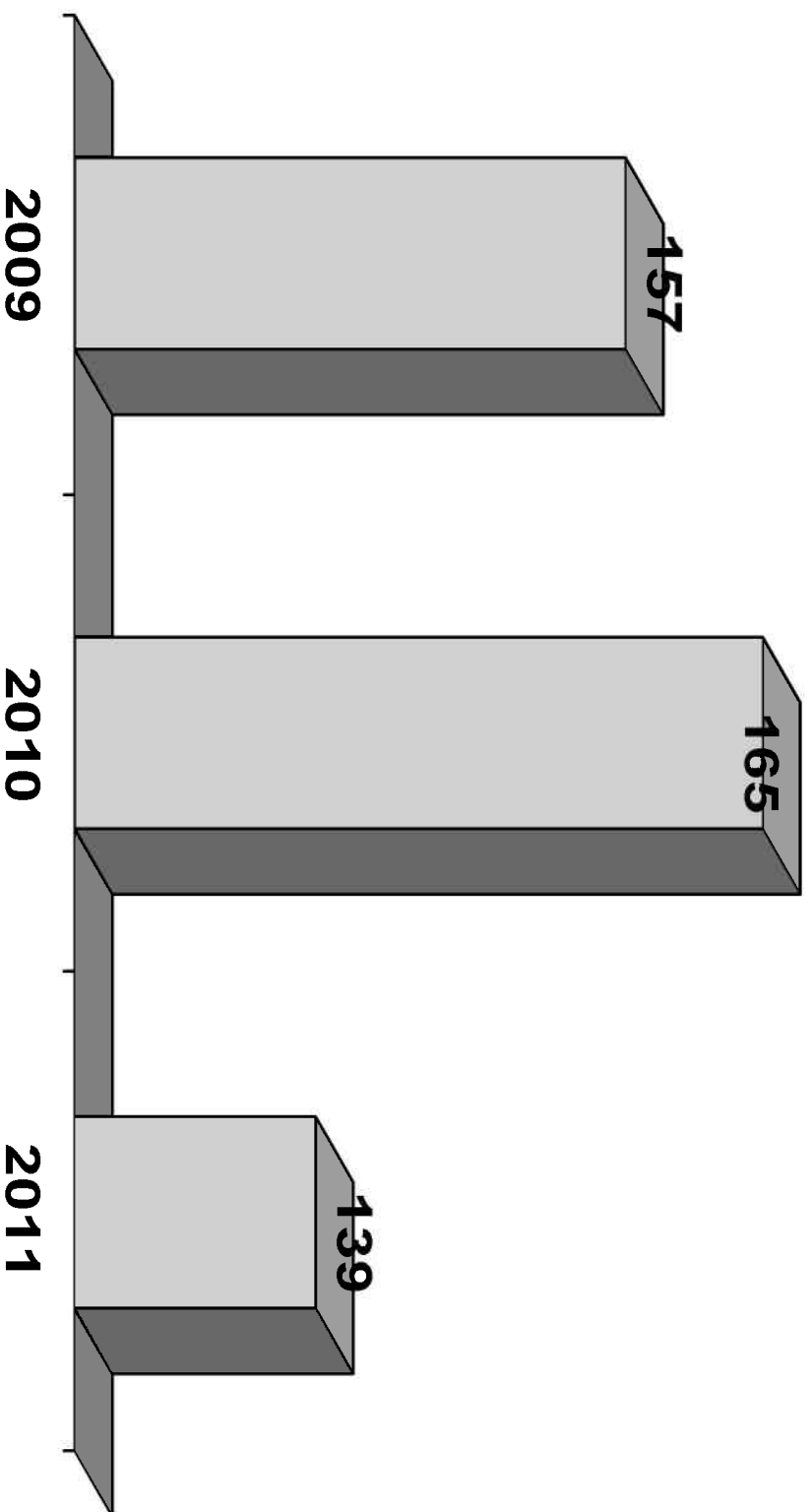


# Surfaces that Require Graffiti Removal



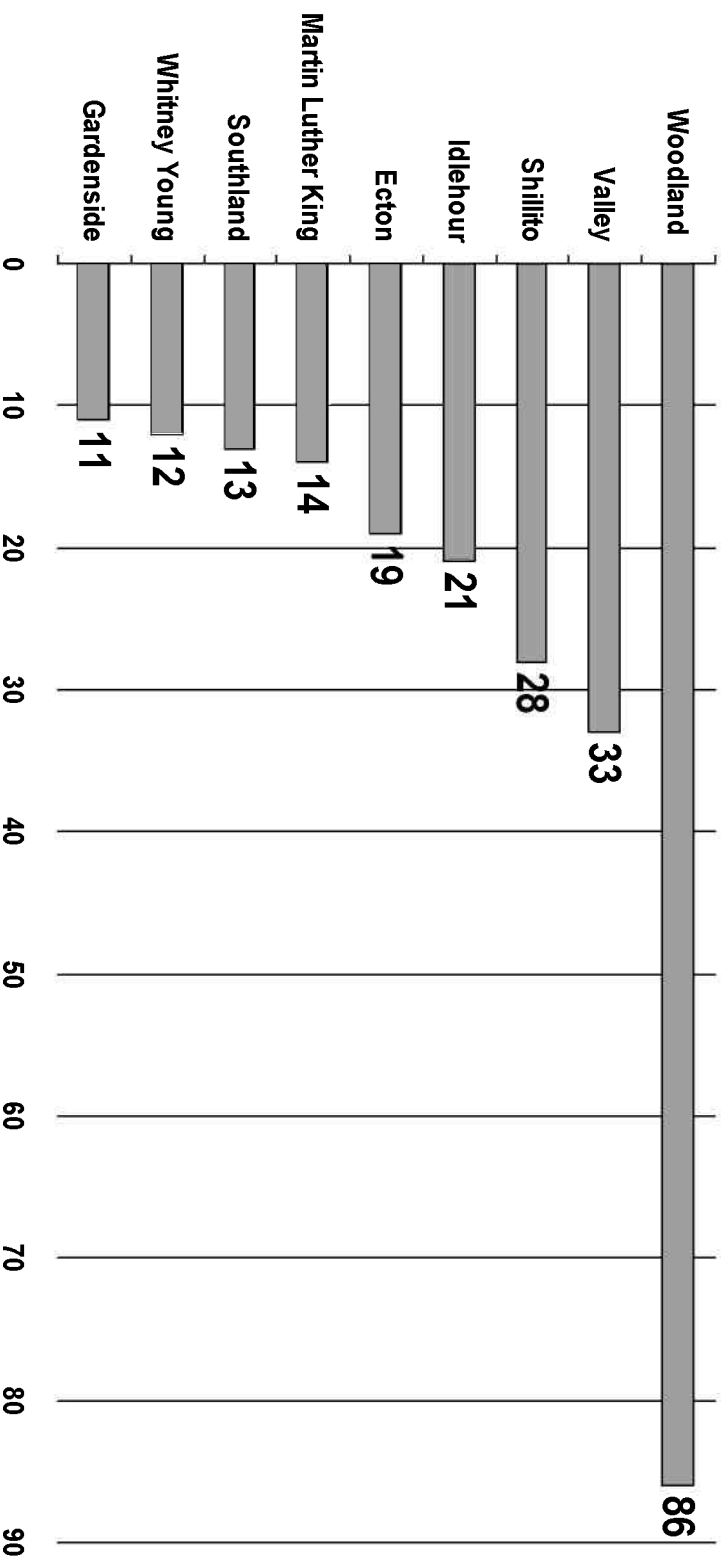


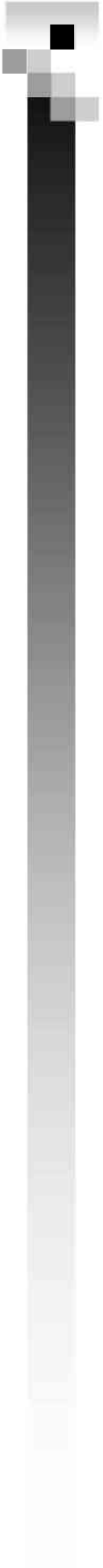
# Total Graffiti Incidents



# Graffiti Incidents by Park

- From 2009 thru November 11, 2011
- All other parks had 10 incidents or less per location during the same time period.

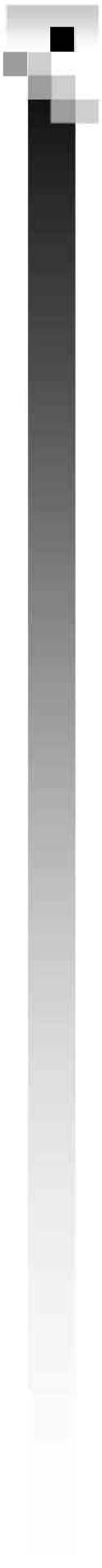




# Observations

- Quick response and removal
- Graffiti task force
- Police arrests
- Ordinance – graffiti tool possession
- Citizen watch and involvement





# Graffiti Abatement

Questions?