

Kay, Chair
Scutchfield, Vice Chair
Gorton
Ford
Akers
Lawless
Beard
Myers
Clarke
Lane

A G E N D A

General Government Committee

September 9, 2014

11:00 A.M.

1. **Committee Summary** (1-3)
2. **Coroner's Office Salary & Classification – Update** - Henson (4-5)
3. **Procedure for Underwriting/Sponsoring Parks Facilities** – Gorton (6-13)
4. **Impact of Vacant Positions (Parks)** - Gorton (14-18)
5. **Parks Foundation** – Gen. Services Link (19-26)
6. **Items Referred** (27)

“The General Government Committee, to which shall be referred matters relating to the general administration of government: The Department of Law; the Department of General Services; each department's respective divisions; and any related partner agencies.”

-Council Rules & Procedures, Section 2.102(3)

2014 Meeting Schedule

January 14	May 6	October 7
February 11	June 10	Nov 11
March 4	August 12	Dec 9
April 8	September 9	

General Government Committee

August 12, 2014

Summary and Motions

Chair Kay called the meeting to order at 11:00 AM. All Committee members were present except Akers and Lawless. Henson and Stinnett also attended but were not part of the quorum.

1. Approval of Summary for the March 4, 2014

Gorton recommended a change to page 5 of the summary. Motion by Myers to approve the summary as amended. Seconded by Lane. Motion passed without dissent.

2. Wireless Devices Policies

Aldona Valicenti presented an update to the committee regarding the procurement, security issues, and use of wireless devices. She reviewed the revision timeline of the draft CAO policy; a draft policy is currently being reviewed by the Department of Law.

A wireless request form will be required for requests. Management will approve the device, Computer Services will assist with choice of phone and carrier, and the device will be shipped to Computer Services to be inventoried. Employees will be required to sign an Acceptable Usage Agreement.

Valicenti further reported on the status of a Bring Your Own Device policy. This issue is being reviewed for policy formulation at the state level, and the LFUCG is awaiting the outcome of that effort before moving forward with a policy.

In response to a question from Lane, Valicenti stated that devices often have multiple accounts. In the event a device is lost or stolen, we must consider how the LFUCG's data would be protected. She further stated that devices paid for by the LFUCG are assumed to be utilized for business, and personal use would be incidental.

Myers discussed the possibility of the LFUCG providing an allowance for employees rather than procuring cell phones. Valicenti responded that stipends would typically be offered to all employees. Myers requested that Valicenti investigate the University of Kentucky's policy in this regard.

In response to a question from Kay, Valicenti stated that managers would be responsible to review and approve employee requests for devices.

Kay asked about next steps in the process. Valicenti stated that the CAO policy related to wireless devices is currently being reviewed by the Department of Law, and is expected to become an official policy in September 2014.

3. Coroner's Office Salary & Classification

CAO Hamilton updated the committee on the request from Henson regarding Coroner's office hazardous pay. John Maxwell commented on the issue, and stated that the Coroner's office staff qualify for hazardous duty pay, but the ordinance does not currently allow unclassified employees to receive hazardous duty pay. Maxwell recommended amending the ordinance to address this issue; the amendment is currently being reviewed by the Department of Law.

In response to a question from Gorton, Maxwell stated that the Coroner's office provided information meeting the criteria used to determine the appropriateness of a hazardous duty supplement. Gorton requested that the proposed ordinance amendment be brought to the next meeting.

Lane requested salary information for the Coroner's office, and asked for the information to be sent to him. Maxwell reported on the amount of hazardous duty pay in question, and the number of LFUCG employees currently receiving hazardous duty pay.

Stinnett asked how the compensation study considered experience. Maxwell commented that the study looked at the employee's time in their current position for experience. Stinnett asked if outside experience was taken into consideration. Maxwell stated that outside experience should have been taken into account when employees were hired. Stinnett asked how salary ranges compare to other cities, stated that he would like to see how the Coroner's office salaries compare to other cities, and questioned the correctness of the salary ranges.

Kay suggested keeping this item on the agenda pending the availability of further information.

Henson stated that there may not be parity between the job duties being performed by the Coroner's office in comparison with other Coroner's offices. Maxwell further explained the methodology of the study.

Kay requested a draft of the subject ordinance.

Gorton does not want to lose sight of the fact that there are 2 issues, salary study and hazardous duty pay. She does not want the hazardous pay to get caught up in the compensation study. Gorton feels that this piece can move forward once there is a change to the ordinance.

Lane asked if the Coroner had to have any special training, and requested information regarding licensure requirements. Maxwell did not have this information available.

Gary Ginn commented on the issue, and provided salary comparisons with nearby cities.

Myers asked Maxwell what cities were used for the compensation study. Maxwell said there were eleven cities, and confirmed that the same cities were used for comparison in the compensation study and the study of the Coroner's hazardous duty pay.

4. Alcohol Sales on Election Day

Gorton introduced the item, and explained that the state legislature has provided cities with the authority to repeal bans on alcohol sales on Election Day. She stated that many cities have already repealed their ordinances.

Motion by Gorton, seconded by Lane, to approve an ordinance repealing section 3-21(e) of the Code of Ordinances pertaining to the sale, giving away or delivery of alcoholic beverages on any primary or regular election day, and renumbering the Code of Ordinances accordingly. Motion passed unanimously.

5. Items Referred

On a motion by Gorton, seconded by Lane, the "Alcohol Sales on Election Day" item was removed. Motion passed unanimously.

Craig Bencz noted that the "Neighborhood Parks Task Force" item was previously removed by the committee, and remains on the list due to a scrivener's error.

Myers requested that the University Kentucky's policy on cell phones be brought to the next meeting.

The meeting was adjourned at 12:02 p.m.

DRAFT
9/2/14

ORDINANCE _____-14

AN ORDINANCE AMENDING SECTION 22-24 OF THE CODE OF ORDINANCES

BE IT ORDAINED BY THE COUNCIL OF THE LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT:

Section 1 – That Section 22-24 of the Code of Ordinances be and hereby is amended to read as follows:

Sec. 22-24. Computation of salaries.

- (a) The compensation rates established by ordinance for full-time positions are fixed on the basis of full-time service as defined in section 22-17. In any case listed below, the salary prescribed for full-time employment shall be adjusted by multiplying same by a fraction of the hours actually worked during the pay period as the numerator and the regular number of hours required for full-time employment as the denominator:
 - (1) Where there is absence from duty without permission within the meaning of section 22-28
 - (2) Where the inception or termination of employment occurs during the pay period.
 - (3) Where there is authorized leave without pay.
- (b) Any unclassified civil service employee in a classification which receives a salary supplement pursuant to section 21-27(g) of the Code shall receive the same salary supplement under the same terms and conditions.
- (c) Any full-time non-sworn unclassified civil service employee who meets the criteria set forth in section 21-27(h) of the

Code shall receive the same salary supplement under the same terms and conditions.

Section 2 - That this Ordinance shall become effective on the date of its passage.

PASSED URBAN COUNTY COUNCIL:

MAYOR

ATTEST:

CLERK OF URBAN COUNTY COUNCIL
PUBLISHED:

Chief Administrative Officer Memorandum	Date of Issue:	Expiration Date: NA
Donation/Recognition Guidelines		Policy #48
Signature:		

I. INTRODUCTION

The Lexington Fayette Urban County (LFUCG) Division of Parks and Recreation recognizes the enormous value of direct community support. Lexington parks are very fortunate to receive support from hundreds of community members who regularly give time, money, property, and individual expertise to help ensure the parks system continues to thrive and provide vital benefits and quality of life for Lexington residents. Whether through foundations, corporations, non-profit organizations, service clubs, or as individuals, these community members work to augment park development, maintenance and improvement program budgets adopted annually by the Urban County Council.

II. GOALS

The goals of LFUCG in accepting donations and/or honoring service to our community are:

- To encourage investments of funds and in-kind donations from diverse sources to enhance LFUCG's ability to provide the highest quality parks system to Lexington citizens as well as impress upon visitors that may consider relocation.
- To preserve the character of the Bluegrass that makes Lexington unique for its residents and visitors.
- To ensure that donors are treated with consistency and fairness.
- To recognize outstanding service to our community.
- To remain consistent with our community's values and traditions.

III. GUIDELINES

These guidelines shall apply equally to donors and/or people and organizations that have served our community through their time and efforts. Exceptions to these guidelines may be made only by the Commissioner of the LFUCG Department of General Services.

IV. DONATIONS

To make a donation, anyone may contact the Division of Parks and Recreation for consideration. Information is available online at www.lexingtonky.gov or by calling 288-2960.

Donations will be reviewed by staff for consistency with these guidelines. Donations will be reviewed in a timely manner, typically within 60 days of submission. The Division of Parks and Recreation retains the right to accept or deny any donations. For donations of \$50,000 and above, see CAO Naming Policy #49. Special requests or appeals may be submitted in writing to the Division of Parks and Recreation Director.

V. GENERAL DONATION/EVALUATION CRITERIA

Donations shall be consistent with the following criteria:

- a) Donations typically must complement the needs of a specific park or facility regarding use, management or improvement of the park or facility unless otherwise approved by Urban County Council.
- b) In the absence of an adopted plan or prioritized list of approved projects for a particular location, donation requests must demonstrate consistency with the customary use and/or the future use of the location, as determined by LFUCG Division of Parks and Recreation staff review.
- c) Donations will be evaluated to determine the true cost of donated items including staff time, labor, materials, maintenance and permits used in procurement and establishment of the donation.
- d) Corporate donations are encouraged but shall not constitute an endorsement of or by the LFUCG Division of Parks and Recreation. Donations implying or suggesting commercial advertising or solicitation will typically not be accepted.

VI. RECOGNITION OF DONATIONS

It shall be the goal of the Division of Parks and Recreation to recognize all donations in one or more forms according to these guidelines. In order to protect park resources, values, and the experience of park users, methods of recognition and utilization of contributions shall fully respect the function, public values, needs, master plans, and priorities of park property and facilities.

Such recognition and utilization of contributions shall be appropriate to the character of each individual park, shall not detract from park users' experiences or expectations or impair the visual properties of the park environment, shall not be perceived as advertising or commercializing the park, and shall not create a feeling or perception of proprietary interest.

- a) In the interest of equal treatment of donors, recognition of donations shall be made in accordance with standardized giving levels (as outlined on page 3 of these guidelines).
- b) All on-site recognition shall be subordinate to, and harmonize with the characteristics of a park or facility and surroundings, and shall not inhibit routine park maintenance, use and enjoyment or detract from the park's values or interpretive message.
- c) In all forms of recognition, a donor's wishes for anonymity shall be respected.
- d) Naming for Urban County Government parks or features shall be administered according to CAO Naming Policy #49.
- e) Individuals or entities that reflect values contrary to those of LFUCG shall not be recognized. If in question, determination shall be made by Council.

VII. GIVING LEVEL STANDARDS

Recognition of donations through the above-listed methods shall occur according to the following giving level standards. Each giving level may include one or more forms of recognition where appropriate. Standards may be refined or modified through a pre-determined donation program, fundraising campaign, or partnership agreement developed and administered by, or in cooperation with LFUCG.

LFUCG monetary/in-kind giving levels are as follows:

Up to \$500	Letter of recognition
\$501 - \$2,500	Off-site recognition
\$2,501 - \$5,000	Temporary sign
\$5,001 - \$10,000	Integrated sign
Over \$10,000	Plaque or permanent marker

*Recognition will also incorporate benefits from the preceding giving levels

VIII. METHODS OF RECOGNITION

Letter of Recognition

A letter of recognition and thanks will be sent to all donors. The letter will acknowledge the amount of the gift, the donor, special circumstances that apply, and the date of acceptance. The letter will serve as evidence of the gift for the purpose of the donor's tax records. The letter will not attempt to value non-monetary gifts.

Off-Site Recognition

New and innovative methods of off-site recognition will continually be developed to honor the generosity of community donors. Advertisements of companies or their services shall be prohibited.

Examples of Off-Site Recognition include:

Website Donor List – Donors may be listed on the LFUCG website to recognize and appreciate donor contributions.

Social Media – Donors may be given recognition on LFUCG's social media platforms.

Other Publications –Printed materials such as calendars, maps, guides, books and brochures may include recognition of an underwriting sponsor, or, as appropriate, credit contributions towards a specific park, feature, facility, or program.

On-Site Recognition

Temporary Signs – Temporary signs may be used to acknowledge donor contributions on-site for a period of no longer than a year. Temporary signs shall be uniform, of appropriate design and scale, and clearly indicate the Division's recognition of the donor's contributions.

Integrated Signs – Recognition of donor contributions may be considered on certain directional, interpretive, and informational signs. Recognition shall be clearly and substantially subordinate to the sign's intended message or information.

Permanent Plaques – Permanent plaques may be permitted only with the approval of the Director and may be proposed only for significant contributions (time, money, land, etc.) providing exceptional, long-term benefit to a park or facility. Permanent recognition plaques shall be placed only in developed areas in conjunction with existing facilities (e.g., visitor center, parking area, environmental education center, entry area, etc.) and shall be consistent with the character and features of the park as determined by Division of Parks and Recreation staff.

Interpretive Programs – Recognition may include mentioning a donor’s contribution during selected interpretive programs, events, or materials.

IX. NAMING

A complete naming policy for park lands, features or facilities with a market value equal to or greater than \$50,000 is outlined in CAO Naming Policy #49.

X. RECOGNITION OF MEMORIAL GIFTS

Memorial donations (gifts made in memory of a deceased person) shall stay consistent with the LFUCG Parks and Recreation giving levels that have already been determined.

XI. EXISTING ON-SITE RECOGNITION

Donor recognition and memorials established prior to the enactment date of this document shall be allowed to remain until such time as they are removed or replaced in accordance with these guidelines.

XII. CATALOG PROGRAMS

Catalog programs may be developed to raise funds for specific park-related needs. Catalogs may offer a variety of items such as picnic tables, benches, trees, shrubs, perennials, and building materials at a pre-determined donation amount. Catalog programs shall be reviewed and approved by the Division of Parks and Recreation Director for content, methods, and adherence to these guidelines prior to establishment. Catalog programs shall include a price list and description of a variety of items. All prices must include necessary maintenance costs.

Catalogs could include the assessed value of visibility during Parks programming, banners, appearances and other such opportunities offered by the Division of Parks and Recreation. Packages of these opportunities could also be included in catalogs.

Catalog programs may be extended in the future to include a list of top priority projects that would require additional funding to complete.

XIII. PARTNERSHIPS/ADOPTION PROGRAMS

The Division may elect to enter into a partnership with other organizations for purposes of soliciting donations for a specific program, project, or event. Partnerships represent a special relationship in which the Division and partner organization(s) cooperatively pursue a common goal for community benefit supporting the mission of the Division of Parks and Recreation. A written agreement shall be drafted and signed by both parties prior to dedication of significant Urban County resources such as funding or staff time. The agreement shall establish the goals, expectations, commitments and obligations, roles, time line, and specific outcomes, and other

pertinent information for the partnership. Recognition of partner organizations' contributions shall follow guidelines for donor recognition as established in this document, unless otherwise stated in the partnership agreement.

Adopt-a-Park, Adopt-a-Trail, and other adoption programs provide significant community support of specific parks and facilities through volunteer labor or other donations in exchange for recognition of this support. Adoptions shall be documented in a signed agreement, and may be recognized through a sign located at the place of adoption for the duration of the adoption. Adoption signs shall be consistent with park sign design standards, and shall be subject to the approval of the Division of Parks and Recreation Director.

The Division of Parks and Recreation recognizes that in some cases it may be more beneficial for partner organizations to directly pay for pre-determined needs, rather than giving a monetary donation to Parks for the service. Parks will encourage and recognize these gifts in the same manner as monetary contributions.

Partner organizations will be recognized for their contributions on an annual basis, rather than based on individual donations.

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Chief Administrative Officer Memorandum	Date of Issue:	Expiration Date: NA
Naming Policy for Park Lands, Features and Facilities		Policy #: 49
Signature:		

This policy does not apply to park lands, features or facilities of fair market value less than \$50,000. Those park lands, features or facilities of fair market value less than \$50,000 are subject to recognition based on the giving level standards found on page 3 of the CAO Donation/Recognition Guidelines Policy #48.

I. INTRODUCTION AND PURPOSE

The Lexington Fayette Urban County Government (LFUCG) Division of Parks and Recreation shall oversee the naming of park lands, features and facilities within the Lexington parks system, with the exception of certain large buildings such as community centers and aquatic facilities. To ensure fair and consistent application of naming, all park lands, features and facilities requiring naming, or for which formal naming is requested, shall be evaluated and processed in accordance with this policy.

II. GOALS

The goals of LFUCG in accepting donations are:

- To encourage investments of funds and in-kind donations from diverse sources to enhance LFUCG's ability to provide the highest quality parks system to Lexington citizens as well as impress upon visitors that may consider relocation.
- To preserve the character of the Bluegrass that makes Lexington unique for its residents and visitors.
- To ensure that donors are treated with consistency and fairness.
- To recognize outstanding service to our community.
- To remain consistent with our community's values and traditions.

III. JURISDICTION

The establishment of formal legal names of permanent real property owned by the LFUCG, including parks, requires legislative action and cannot be accomplished through administrative action. Only the Urban County Council retains the authority to carry out legislative action to establish legal names. Features or distinct areas within parks, however, such as picnic structures or gardens, can be named through administrative action.

IV. NEW PROPERTY AND FEATURES

As new property is acquired and new features are constructed, the LFUCG Division of Parks and Recreation typically establishes a name based on one or more of the source criteria listed below.

- **Adjacent Street** - Names referencing an adjacent street.

- **Geography** – Names referencing geographical characteristics of an area near the park or facility, with consideration being given to archeological, geological, topographical, botanical, zoological, or human-made geographical characteristics. Geographical names shall reference features expressing timeless qualities likely to maintain name appropriateness over time.
- **History** - Names referencing a historic person, place, culture, or event associated with the land or facility.
- **Subdivision/Neighborhood** - Names referencing the surrounding neighborhood or subdivision comprising a significant portion of the park service area.

V. RECOGNITION NAMING

Naming park land or features in recognition of a person, group or entity shall be considered in accordance with our community's values and traditions as well as one or more of the following criteria:

- **Donor** - Names referencing a donor, or a name suggested by a donor, may be considered in exchange for significant contributions that benefit the division's long term development goals. Naming of land, where the land itself is donated, may be considered where the appraised value of the donated land is \$500,000 or greater or where the donated land represents at least 66% of the area of a particular park. Naming of donated features constructed using donated funds, may be considered for donations of \$100,000 or greater or where the donation represents at least 66% of the feature construction or acquisition cost.
 - The division recognizes that in some cases, it may be beneficial to utilize a 10-year agreement for naming features or park lands, which can be extended with subsequent gifts to offset costs and upkeep.
 - Annual monetary and/or in-kind donations may be recognized over a period of time if they meet requirements and reach the above thresholds.
- **Honoring a Deceased Person** – Park lands and features may be named to honor a person who has been deceased for at least two years to recognize an extraordinary service or gift to the community.
- **Group Recognition** - Park lands and features may be named to recognize an organization or group for extraordinary gifts or service to the community.
 - Non-Profits, Partner Organizations, and extraordinary volunteer efforts along with other in-kind donations can be recognized for their annual or long term gifts.
- **Recognition of Donations** – Types of recognition that may be offered to donors are outlined in CAO Donation/Recognition Policy #48.

Individuals or Entities that reflect values contrary to those of LFUCG shall not be recognized. If in question, determination shall be made by Council.

VI. RENAMING PROCEDURES

In order to respect the historical tradition and community values which previous generations bestowed on these resources, the renaming of a park, facility or feature will be discouraged. However, requests for renaming may be made by citizens or organizations and should be directed to the LFUCG Division of Parks and Recreation. Such requests will need the support of the Parks Advisory Board to be considered by the Urban County Council who has ultimate approval authority.

VII. MAINTENANCE OF DONATED PARKS, FEATURES AND FACILITIES

An endowment for at least 10% of the estimated value of the donated park, feature or facility may be provided for by donor for continued maintenance of the park, feature or facility. Exceptions may be made by Council approval to set aside maintenance funds for any given donated park, feature or facility.

VIII. NAMING APPROVAL PROCEDURES

The process for all naming requests and proposals shall be initiated by the Division of Parks and Recreation. Requests shall be reviewed by Division of Parks and Recreation staff with recommendation to the Director. The Director of Parks and Recreation shall forward a recommendation to the Commissioner of General Services. Upon review, the Commissioner of General Services will provide a recommendation to the Mayor's Office. The Mayor's Office will present a recommendation for Council consideration and approval.

Analysis of Vacant Positions on Parks Maintenance & Programming



Overview

- Parks and Recreation has 148 full-time funded Classified and Unclassified Civil Service positions in 1101; and 8 full-time funded Unclassified Civil Service positions in 4202 (ESP)
- City Council asked during budget process for a review of vacant positions and position requests once a new Director was on board.

Three Month Overview

As of June 1:

- 19 vacancies
- Entry level (Gr 107 or below): 9 vacancies
- 3 recommended for hire = 16

As of Sep 1:

- 18 vacancies
- Entry level: 8 vacancies
- 5 recommended for hire = 13

Analysis

- Directive for managers to turn around open positions for advertising within 2 weeks;
- At any point in time, one-half to two-thirds of open positions are in process through HR;
- Three entry level positions had offers but declined, requiring additional time;
- Seven current vacancies are due to recent resignations, retired, or internal promotions;
- Four on hold pending my review for possible reclassification to more critical positions;
- Summer crunch results in increased time on our end; should condense during fall/winter;
- Since fall of 2012, Parks has filled 39 full-time positions

Impact

- Any vacancy results in an impact; however, most current vacancies are different than 3 months earlier-churn rate is unfortunate fact;
- My desire to review vacancies to determine if there are more productive uses for some positions-ultimately a positive outcome;
- Internal promotions can cause up to six months of an internal vacancy in same section

Bottom Line: Vacancy rate of 12 to 14- less than 10% of workforce- is goal and is attainable

Lexington Parks & Recreation

Foundation



LEXINGTON PARKS & RECREATION
1000 W. LEXINGTON AVENUE
LEXINGTON, KY 40502

- Purpose of a Parks Foundation
- Benefits of a Parks Foundation
- Process
- Challenges
- Questions

Purpose of a Parks Foundation

- To provide a *dedicated* place to contribute money in support of parks, park development, special programs, and park amenities
- Provide a vehicle for tax write-off gifts to an IRS 501C(3) non-profit organization
- To provide a conduit for funds for park projects

Benefits of a Parks Foundation

- Provide a vehicle for tax write-off gifts to an IRS 501C(3) non-profit organization
- Actively work with Parks and Recreation Director and solicit funds for needed projects outside funding ability of LFUCG
 - Important to note is *not* a substitute for LFUCG
- Independently appointed Foundation Board dedicated to improvement of parks
 - Board composed of community leaders knowledgeable in both parks issues and potential donors and funding sources in the community
- Naming Rights and Legacy Gifts relationship

Benefits continued

- Active management required to raise large sums for large projects
- Close working relationship and ongoing communication with Parks and Recreation Director
- Success of similar Foundations in the region- University of Kentucky, Triangle Foundation, etc., all are dedicated and actively managed
- Private, confidential gifts are allowed and respected
- Maybe most importantly- Foundation can establish maintenance endowments along with naming rights to insure that projects are not just built, but maintained to high standard

Process

- Selection of Foundation Board *by Council*, election of officers
 - Selection process outside of Parks and Rec; independent arms-length is critical
- Creation of by-laws; Establishment of legal instrument
- Creation of Foundation Business Plan
- Financial paperwork, financial advisor
- Time required to raise funds
- Once established, becomes partnership between Parks and Foundation staff

Note: IRS backlog approximately 50,000 C(3) applications

Next Steps

- Invitation to colleague who is recognized as leading consultant on Foundations to visit and discuss
- Gauge interest
- Revisit as needed and requested

Challenges

- Time to establish on front end may discourage some Board members
- Up-front costs to initially establish the Foundation
- Requires continuous communication between Foundation Board and Parks and Rec to establish priority needs for funding
- Initial appointments may be hard to fill; or, may have many applicants for few slots
- Success predicated on parallel alignment of Foundation assisting in funding identified needs; Foundation funding non-essential projects is counter-productive

General Government Committee Referrals

Item	Referred By	Date Referred	Status
Relationship with the BGADD	Myers	04/12/12	Update After Summer Break
Procedure for Underwriting or Sponsoring one of our Facilities or Parks	Gorton	03/06/13	September 2014
Moving Human Resources from the Department of Law to the Office of the CAO	Gorton/Link	06/20/13	Update After Summer Break
Building Security, 200 East Main Street	Gorton	8/29/2013	September 2014
Grant Review Process	Scutchfield	9/10/2013	Update After Summer Break
Restructuring to Remove the Division of Budgeting from the Department of Finance	Gorton	12/3/2013	After Summer Break
Impact of Vacant Positions on Parks, Maintenance & Programming	Gorton	12/3/2013	September 2014
Explore Sharing of Artistic Direction, Box Office & Technical Services with Downtown Arts Center (DAC)	Gorton	12/3/2013	November 2014
Establishment of Standardized Cell Phone Procurement Process	Gorton	12/3/2013	August 2014
Coroner's Staff Salaries & Classification	Henson	1/28/2014	September 2014
<i>Downtown Arts Center Utilization</i>	<i>Farmer</i>	<i>2/11/2014</i>	<i>October 2014</i>
<i>Corporate Branding: Using the Name "Lexington"</i>	<i>Clarke</i>	<i>2/11/2014</i>	
<i>Aquatics Program Design</i>	<i>Services Link</i>	<i>7/10/2014</i>	
<i>DAC Pilot Project</i>	<i>General Services Link</i>	<i>7/10/2014</i>	<i>November 2014</i>
Parks Foundation	General Services Link	7/10/2014	September 2014
<i>SAFE Parks Position</i>	<i>General Services Link</i>	<i>7/10/2014</i>	
<i>Lyric Theater Strategic Plan</i>	<i>General Services Link</i>	<i>7/10/2014</i>	<i>December 2014</i>
CLB 2014-09-04			