

City of Henderson, Kentucky
Board of Commissioners Meeting
Tuesday, March 22, 2016

Municipal Center
Third Floor Assembly Room
222 First Street
5:30 P.M.

AGENDA

1. Invocation: Reverend Charles Johnson, Norris Chapel Baptist Church

2. Roll Call:

3. Recognition of Visitors:

4. Appearance of Citizens:

5. Proclamations: "Fair Housing Month"

"National Autism Awareness Month"

6. Presentations: Kyndle Annual Report-Mr. Brad Schneider

7. Public Hearings:

8. Consent Agenda:

Minutes: March 8, 2016 Regular Meeting
March 15, 2015 Called Work Session

Resolutions: Resolution Authorizing the Submittal of a Grant Application for
Public Transit Assistance

9. Ordinances & Resolutions:

Second Readings: Ordinance Amending Budget and Appropriation Ordinance – FY 16

First Readings: Ordinance Amending Ordinance Relating to Rebate of
Occupational License Fees Paid By Dana Commercial
Manufacturing, LLC for Qualifying Employees Set Forth in the
Application for Incentives Under the Kentucky Economic
Development Finance Authority, Kentucky Business Investment
Program

Ordinance Accepting Public Improvements-Merrill Place
Commercial Subdivision, Section 1 and 2

Please mute or turn off all cell phones for the duration of this meeting.

Ordinance Accepting Public Improvements-Colonial Senior Living

(Tabled) Ordinance Amending Job and Classification Plan and FY16 Budgeted Positions

(Revised) Ordinance Amending Job and Classification Plan and FY16 Budgeted Positions

Ordinance Relating to Personnel - Amending Section 2-49, *Assistant City Manager*, of the City's Code of Ordinances

Resolutions:

10. Municipal Orders:

11. Bids & Contracts Municipal Order Awarding Bid for Purchase of Three (3) 2016 Nissan Frontier Extended Cab Pickup Trucks from D-Patrick, Inc. Evansville, Indiana in the Total Amount of \$59,043.75

Municipal Order Awarding Bid for the Henderson Municipal Services Center Project to Danco Construction, Inc. of Evansville, Indiana

12. Unfinished Business:

13. Report:

14. City Manager's Report:

15. Commissioner's Reports:

16. Appointments:

17. Executive Session:

18. Miscellaneous:

19. Adjournment

Please mute or turn off all cell phones for the duration of this meeting.

City Commission Memorandum
16-53

March 14, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: Proclamation

Two proclamations will be presented at the March 22, 2016, meeting:

- Designating the month of April as “Fair Housing Month”
- Designating the month of April as “National Autism Awareness Month”

Mr. Jeff Gregory, Henderson-Henderson County Human Rights Commission, will be in attendance to receive the “Fair Housing Month” proclamation.

Ms. Tammy Baird, Experiencing Autism Together, will be in attendance to receive the “National Autism Awareness Month” joint City/County proclamation.

c: Jeff Gregory
Tammy Willett

Proclamation

“FAIR HOUSING MONTH”

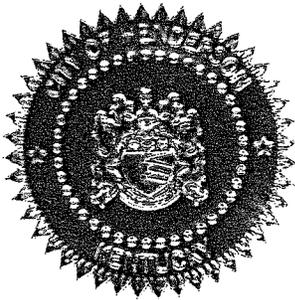
Whereas The strength of our nation, and all of its states, flows from the promise of individual equality and freedom of choice; and

Whereas April 11, 2016 marks the 48th anniversary of the passage of the U.S. Fair Housing Law, Title VIII of the Civil Rights Act of 1968, as amended, which enunciates a national policy of Fair Housing without regard to race, color, religion, national origin, sex, familial status, and disability, and encourages fair housing opportunities for all citizens; and

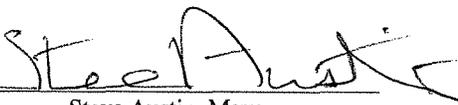
Whereas the Community Development Department and Human Relations Commission are committed to highlight the Fair Housing Law, Title VIII of the Civil rights Act of 1968, by continuing to address discrimination in our community, to support programs that will educate the public about the right to equal housing opportunities and to plan partnership efforts with other organizations to help assure every American of their right to fair housing; and

Whereas fair housing is the policy of the City of Henderson.

NOW, THEREFORE, I, Steve Austin, by virtue of the authority vested in me as Mayor of the City of Henderson, do hereby proclaim the month of April 2016 as “Fair Housing Month” in Henderson, Kentucky, and urge all citizens to join in reaffirming the obligation and commitment to fair housing opportunities for all.



IN WITNESS WHEREOF, I have hereunto caused these letters to be spread upon this page and caused the seal of the City of Henderson to be affixed this 22nd day of March 2016.


Steve Austin, Mayor



Henderson City / County



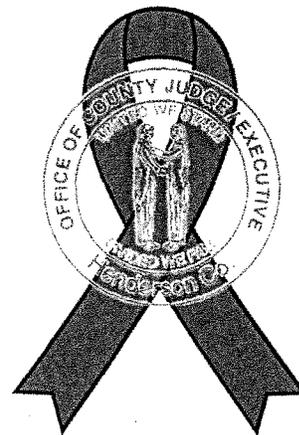
Proclamation

“NATIONAL AUTISM AWARENESS MONTH APRIL 2016”

-  hereas autism is a pervasive development disorder affecting the social, communication and behavioral skills of those affected by it; and
-  hereas as more health professionals become proficient in diagnosing autism more children are being diagnosed on the autism spectrum, resulting in rates as high as 1 in 68 children; and
-  hereas while there is no cure for autism, it is well-documented that if individuals with autism receive early and intensive treatment throughout their lives, they lead significantly improved lives; and
-  hereas individuals with autism often require a lifetime of specialized and community support services to ensure their health and safety and to support families' resilience as they manage the psychological and financial burdens autism can present; and
-  hereas *Experiencing Autism Together* is spearheading an awareness effort in order to educate parents, professionals and the general public about autism and its effects.

NOW, THEREFORE WE, by virtue of the authority vested in us as Mayor of the City of Henderson and Henderson County Interim Judge Executive do hereby proclaim April 2016 as **National Autism Awareness Month** in the City of Henderson and the County of Henderson, and urge all citizens to participate in the National Autism Awareness Month activities, in order to become better educated about autism and create a better community for individuals with autism.

IN WITNESS WHEREOF, we have hereunto spread these letters upon this page and caused the seals of the City and of the County of Henderson to be affixed this 22nd day of March 2016.




Steve Austin, Mayor


Bruce Todd, Interim Judge Executive

City Commission Memorandum
16-61

March 15, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: Presentations

An item included under the Presentations portion of the agenda is a presentation of the Kyndle Annual Report.

Mr. Brad Schneider, CEO, Kentucky Network for Development, Leadership & Engagement (Kyndle) will present an update of the organizations activities over the past year.

**City Commission Memorandum
16-56**

March 14, 2016

TO: Mayor Steve Austin and the Board of Commissioners
FROM: Russell R. Sights, City Manager 
SUBJECT: Consent Agenda

The Consent Agenda for the meeting of March 22, 2016, contains the following:

Minutes: March 8, 2016, Regular Meeting
March 15, 2016, Called Work Session

Resolutions: Resolution Authorizing the Submittal of a Grant
Application for Public Transit Assistance

CITY OF HENDERSON – RECORD BOOK

Record of Minutes of A Regular Meeting on March 8, 2016

A regular meeting of the Board of Commissioners of the City of Henderson, Kentucky, was held on Tuesday, March 8, 2016, at 5:30 p.m., prevailing time, in the third floor Assembly Room located in the Municipal Center Building at 222 First Street, Henderson, Kentucky.

INVOCATION was given by Brother David Salisbury, Henderson Church of Christ, followed by members of Boy Scout Troop #50, (names listed below) in leading the assemblage in recitation of the Pledge of Allegiance to our American Flag.

There were present Mayor Steve Austin presiding:

PRESENT:

Commissioner X R. Royster, III
Commissioner Robert M. (Robby) Mills
Commissioner Jesse Johnston, IV

ABSENT:

Commissioner Jan Hite

ALSO PRESENT:

Mr. Russell R. Sights, City Manager
Mrs. Dawn Kelsey, City Attorney
Ms. Maree Collins, City Clerk
Mrs. Tina McCormick
Mrs. Sue Baker, Fiscal Court Clerk
Mr. George Warren, Magistrate
Mr. Bruce Todd, Magistrate
Mr. Butch Puttman, Magistrate
Mr. Bill Hubiak, County Engineer
Ms. Brenda Rider, County Treasurer
Ms. Renesa Abner, County Clerk
Ms. Angela Comer, Human Relations Specialist
Mr. Brian Bishop, City-County Planning Director
Mr. Robert Gunter, Finance Director
Mr. Charles Stauffer, Police Chief
Mr. Trace Stevens, Parks & Recreation Director
Mrs. Connie Galloway, Human Resources Director
Mr. Jeremy Baxter, Assistant Fire Chief
Mrs. Donna Stinnett, Public Information Officer
Mr. Dylan Ward, Engineering Assistant
Mrs. Sarah Stewart, Downtown Henderson Partnership
Mr. Tom Davis
Mr. Alan Taylor
Mr. Shane Holland, Holy Name Troop #50 Leader
Mr. Isaac Holland, Holy Name Troop #50 Scout
Mr. Parker McWilliams, Holy Name Troop #50 Scout
Mr. Andrew Calbrauth, Holy Name Troop #50 Scout
Mr. Eli Thompson, Holy Name Troop #50 Scout
Mr. Mike Richardson, Police Reserve Officer
Ms. Erin Schmitt, *the Gleaner*
Ms. Laura Acchiardo, *the Gleaner*

PROCLAMATION: “Honoring Henderson County Judge Executive Hugh McCormick”

MAYOR AUSTIN honored and saluted Judge Executive Hugh McCormick for his commitment to our citizens, devotion to duty, and accomplishments in helping to make our community the best it can be. Mrs. Tina McCormick was present to accept the proclamation.

CITY OF HENDERSON – RECORD BOOK

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APPEARANCE OF CITIZENS:

Mr. Alan Taylor of 4001 Deepwood Drive, addressed the Board of Commissioners and asked that they consider eliminating everything east of the Carlisle and Second Street intersection from the Gateway Zone and allow those properties to go back to their original zoning designations. He indicated that the Gateway Zone regulations are very restrictive on these industrial buildings and they don't fit into the intent of the Gateway Zone. Mayor Austin informed Mr. Taylor that his request would be taken under advisement.

VERBATIM DISCUSSION IS ON TAPE OF THIS MEETING

APPROVAL OF CONSENT AGENDA:

MAYOR AUSTIN asked the City Clerk to read the items on the Consent Agenda.

Minutes: February 23, 2016, Regular Meeting

Motion by Commissioner X R. Royster, seconded by Commissioner Robert M. Mills, to approve the items on the Consent Agenda.

The vote was called. On roll call, the vote stood:

Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the minutes approved.

/s/ Steve Austin
Steve Austin, Mayor
March 8, 2016

ATTEST:
Maree Collins, City Clerk

ORDINANCE 07-16: SECOND READ

ORDINANCE REGARDING ANNEXATION

AN ORDINANCE ANNEXING CERTAIN UNINCORPORATED TERRITORY TO THE CITY OF HENDERSON, KENTUCKY, BEING LOCATED ON US HIGHWAY 60 EAST, IN HENDERSON COUNTY, CONTAINING 61.343 ACRES, MORE OR LESS, OWNED BY CLARK A. MERRILL AND CYNTHIA MERRILL, AND FRANCES O'SULLIVAN

MOTION by Commissioner X R. Royster, seconded by Commissioner Jesse Johnston, that the ordinance be adopted.

The vote was called. On roll call, the vote stood:

Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Mayor Austin ----- Aye:

CITY OF HENDERSON – RECORD BOOK

Record of Minutes of A Regular Meeting on March 8, 2016

WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date thereto and ordered that the same be recorded.

/s/ Steve Austin
Steve Austin, Mayor
March 8, 2016

ATTEST:
Maree Collins, City Clerk

ORDINANCE 08-16: FIRST READ

ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE
AN ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE
FOR THE FISCAL YEAR COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016
FOR THE CITY OF HENDERSON, KENTUCKY

MOTION by Commissioner Robert M. Mills, seconded by Commissioner Jesse Johnston, that the ordinance be adopted.

The vote was called. On roll call, the vote stood:

Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the ordinance adopted on its first reading and ordered that it be presented for a second reading at a meeting of the Board of Commissioners.

ORDINANCE 09-16: FIRST READ

ORDINANCE AMENDING JOB CLASSIFICATIONS AND PAY PLAN AND BUDGETED POSITIONS

ORDINANCE AMENDING JOB CLASSIFICATIONS AND PAY PLAN BY RECLASSIFYING THE ENGINEERING ASSISTANT POSITION IN THE ENGINEERING DIVISION OF THE ADMINISTRATION DEPARTMENT TO A PUBLIC WORKS ENGINEER POSITION IN THE ADMINISTRATION DIVISION OF THE PUBLIC WORKS DEPARTMENT, AND TO AMEND THE AMENDED FISCAL 2016 BUDGET TO CHANGE THE NUMBER AND CLASSIFICATIONS OF CITY EMPLOYEES AS RECITED IN THE ANNUAL AMENDED BUDGET

MOTION by Commissioner Robert M. Mills, seconded by Mayor Austin, that the Ordinance be adopted.

Commissioner Royster stated that he would like to have further discussion regarding the grade and title of the position reclassification. Commissioner Johnston agreed.

VERBATIM DISCUSSION IS ON TAPE OF THIS MEETING

MOTION by Commissioner Jesse Johnston, seconded by Commissioner X R. Royster, that the ordinance be tabled until Assistant City Manager William L. "Buzzy" Newman, Jr. is able to be present to further discuss the reclassification.

CITY OF HENDERSON – RECORD BOOK

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The vote was called. On roll call, the vote stood:

Commissioner Hite ----- Absent:
 Commissioner Royster ---- Aye:
 Commissioner Mills ----- Aye:
 Commissioner Johnston --- Aye:
 Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared ordinance 09-16 tabled.

RESOLUTION 11-16:

RESOLUTION DECLARING THE OFFICIAL INTENT OF THE CITY OF HENDERSON, KENTUCKY WITH RESPECT TO REIMBURSEMENT OF TEMPORARY ADVANCES MADE FOR CAPITAL EXPENDITURES TO BE MADE FROM SUBSEQUENT BORROWINGS

MOTION by Commissioner Robert M. Mills, seconded by Commissioner Jesse Johnston, to adopt the resolution declaring the official intent of the city with respect to reimbursement of temporary advances made for capital expenditures to be made from subsequent borrowings.

MR. GUNTER, Finance Director, explained that the funds will be used to refund a 2006 Water and Sewer Bond and a 2007 General Obligation Bond and part of the remainder will be used for the municipal service center. This 2017 reimbursement will allow up to \$4,000,000.00, but it is expected to take much less, probably closer to \$2,000,000.00. We will be taking advantage of rolling these smaller refunds into one to help with issuance costs. This declaration is standard practice in order to reimburse ourselves for any money that we expend on these projects prior to the 2017 bond issuance.

The vote was called. On roll call, the vote stood:

Commissioner Hite ----- Absent:
 Commissioner Royster ---- Aye:
 Commissioner Mills ----- Aye:
 Commissioner Johnston --- Aye:
 Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the resolution adopted, affixed his signature and the date thereto, and ordered that the same be recorded.

/s/ Steve Austin
 Steve Austin, Mayor
 March 8, 2016

ATTEST:
 Maree Collins, City Clerk

MUNICIPAL ORDER 12-16:

MUNICIPAL ORDER AUTHORIZING LEASE BETWEEN THE CITY OF HENDERSON AND THE HOUSING AUTHORITY OF HENDERSON KENTUCKY, FOR THE DIXON HALL FACILITY LOCATED AT 341 SOUTH ADAMS STREET, HENDERSON, KENTUCKY; AND AUTHORIZING MAYOR TO EXECUTE SAME ON BEHALF OF CITY

MOTION by Commissioner Robert M. Mills, seconded by Commissioner Jesse Johnston, to adopt this municipal order authorizing a lease between the City and the Housing Authority of Henderson for the Dixon Hall facility located at 341 South Adams Street.

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MR. STAUFFER, Police Chief, indicated that it is a facility used primarily in the spring and summer to store bikes for the bike officers to start riding from that point as well as to do paper work and take care of other business.

The vote was called. On roll call, the vote stood:

Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the municipal order adopted, affixed his signature and the date thereto, and ordered that the same be recorded.

/s/ Steve Austin
Steve Austin, Mayor
March 8, 2016

ATTEST:
Maree Collins, City Clerk

MUNICIPAL ORDER 13-16
MUNICIPAL ORDER AWARDING BID FOR PURCHASE OF ASPHALT PAVING
AND RELATED STREET MAINTENANCE SERVICES TO ROGERS GROUP, INC., OF
HOPKINSVILLE, KY

MOTION by Commissioner Robert M. Mills, seconded by Commissioner X R. Royster that the municipal order awarding bid for purchase of asphalt paving and related street maintenance services to Rogers Group, Inc. of Hopkinsville, Kentucky

MR. WARD, Engineering Assistant, explained that the asphalt service, line Item A, (which is used the most) decreased by approximately eight percent for a huge savings. Also, new this year to help Public Works crews eight items were added for additional unit pricing that did not affect the total bid price. These items include striping, small area milling, and patching options. The intention is to give an option to take some burden off of the Public Works crews for some of the normal repair work that they handle.

The vote was called. On roll call, the vote stood:

Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the municipal order adopted, affixed his signature and the date thereto, and ordered that the same be recorded.

/s/ Steve Austin
Steve Austin, Mayor
March 8, 2016

ATTEST:
Maree Collins, City Clerk

CITY OF HENDERSON – RECORD BOOK

Record of Minutes of A Regular Meeting on March 8, 2016

MUNICIPAL ORDER 14-16:

MUNICIPAL ORDER AUTHORIZING PURCHASE OF A 1997 RESCUE TRUCK FOR THE FIRE DEPARTMENT FROM THE BOARD OF FIRE COMMISSIONERS, FREEHOLD TOWNSHIP FIRE DISTRICT #2, FREEHOLD, NEW JERSEY IN THE AMOUNT OF \$44,000.00

MOTION by Commissioner Robert M. Mills, seconded by Commissioner Jesse Johnston, to adopt this municipal order authorizing purchase of a 1997 Ford Rescue Truck for the Fire Department from the Board of Fire Commissioners, Freehold Township Fire District #2, Freehold, New Jersey in the amount of \$44,000.00

MR. SIGHTS, City Manager, stated that at the last meeting Fire Chief Scott Foreman was authorized to go to New Jersey to look at the fire rescue truck and to negotiate the price. The offer was subject to the vehicle passing an independent inspection and we received that report this afternoon, a copy was handed out. Most of the recommendations are routine maintenance except that the tires have outlived their useful safety life in terms of years. Chief Foreman did an excellent job in negotiations, the original listed price was \$49,500.00; however, felt that with the tire issue he would request a further discount for some cost sharing of the necessary tires. That request is under review at the Board of Fire Commissioners meeting this evening. The recommendation to our Board is to approve the order as it is presented tonight with the understanding that there will be some maintenance costs as identified in the report as well as the cost of six new tires.

MR. BAXTER, Assistant Fire Chief, explained that the main purpose of the truck would be as a secondary rescue truck. The current back up truck is substantially smaller and no longer has an operable cascade system. This truck comes with a light tower, hydraulic pumps, and reels already installed where equipment can be transferred from unit to unit. It will also be used as a dive operations vehicle allowing the dive team room to dress and has enough storage area to handle the high angle equipment for rope rescue. It will be extremely functional allowing for the disposition of two pieces of apparatus that we are currently paying maintenance fees on and the HART bus that needed items fabricated for equipment storage.

VERBATIM DISCUSSION IS ON TAPE OF THIS MEETING

The vote was called. On roll call, the vote stood:

Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the municipal order adopted, affixed his signature and the date thereto, and ordered that the same be recorded.

/s/ Steve Austin
Steve Austin, Mayor
March 8, 2016

ATTEST:
Maree Collins, City Clerk

CITY MANAGER'S REPORT:

MR. SIGHTS indicated that there is a called work session scheduled for 5:00 p.m. next Tuesday, March 15, 2016, with the topics to include the proposed employee health clinic; discussion on the pavement management system; and discussion on food truck regulations. Mrs. Stinnett has already notified all email enabled employees and asked that the email be posted for non-email enabled employees to be invited to attend the presentation. Notifications to everyone

CITY OF HENDERSON – RECORD BOOK

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that had expressed any question about food truck regulations has been sent out, and most of them plan to come. It is expected that the meeting will be approximately three hours or more.

COMMISSIONER'S REPORT:

COMMISSIONER MILLS asked for clarification on the Gateway Zone and the situation of the buildings being grandfathered in on usage. When this initially passed wasn't the intent that the buildings could continue to be used; parking requirements stay the same, and everything could still be used the way the building is configured; only substantial changes to the building or if building was taken down that the new zone regulations would be triggered. Commissioner Mills indicated that his impression was that it would be many years down the road when that corridor would substantially change.

MRS. KELSEY, City Attorney, replied that the ordinance designates when modifications cause the zone change and what requirements go with that change. The ordinance is written to explain the when and how those zoning changes apply to current properties.

COMMISSIONER MILLS stated the reason he asked was because he was confused when he read the zoning ordinance and that maybe it should be revisited. The request made tonight to remove the buildings east of Carlisle Street from the Gateway Zone has some merit. The rest of those buildings are definitely industrial style structures. The ordinance does seem to limit the owners use and that is an issue. He further indicated that he didn't believe the intent was to limit owners ability to resell their building or to reinvest in them. Commissioner Mills indicated that he would like for the Board to move forward with a review of the suggested change to the Gateway Zoning ordinance.

MR. SIGHTS indicated that this item could be reviewed at a work session to determine whether or not to request or recommend that the Planning Commission make a zoning change. Mr. Sights recommended that due to the expected length of the March work session that this be discussed at the April work session.

MR. BISHOP, Planning Director, confirmed that the Board of Commissioners originates all zoning change requests, the Planning Commission then holds a public hearing and then a recommendation is made to the Board for official approval.

COMMISSIONER MILLS agreed that this can wait until the April work session since the property owner has other options for requesting a rezoning of the individual property.

COMMISSIONER ROYSTER also agreed that this can wait until the April work session.

VERBATIM DISCUSSION IS ON TAPE OF THIS MEETING

COMMISSIONER JOHNSTON clarified that the Gateway Zone ordinance was actually passed in January of 2014, so it was two years ago, not one as Mr. Taylor stated.

MEETING ADJOURN:

MOTION by Commissioner X R. Royster, seconded by Commissioner Jesse Johnston, to adjourn the meeting.

CITY OF HENDERSON – RECORD BOOK

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The vote was called. On roll call, the vote stood:

Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Mayor Austin ----- Aye:

WITHOUT OBJECTION, Mayor Austin declared the Meeting adjourned at approximately 6:30 p.m.

ATTEST:

Steve Austin, Mayor
March 22, 2016

Maree Collins, City Clerk

CITY OF HENDERSON – RECORD BOOK

Record of Minutes of _____ *A Called Work Session* _____ *Meeting on* _____ March 15, 2016

A Called Work Session of the Board of Commissioners of the City of Henderson, Kentucky, was held on Tuesday, March 15, 2016, at 5:00 p.m. in the third floor Assembly Room, Municipal Center, 222 First Street, Henderson, Kentucky.

There were present Mayor Steve Austin, presiding

PRESENT:

Commissioner Jan Hite
 Commissioner X R. Royster, III
 Commissioner Robert M. (Robby) Mills
 Commissioner Jesse Johnston, IV

CITY STAFF MEMBERS PRESENT included Russell R. Sights, City Manager; William L. “Buzzy” Newman, Jr., Assistant City Manager; Dawn Kelsey, City Attorney; Maree Collins, City Clerk; John Stroud, Code Inspector; Theresa Richey, Development Liaison; Connie Galloway, Human Resources Director; Frances Malony, Human Resources; Trace Stevens, Parks & Recreation Director; Robert Gunter, Finance Director; Brian Williams, Public Works Director; Scott Foreman, Fire Chief; Donna Stinnett, Public Information Officer; Zachary Polley, Fire Driver-Engineer; Glenn Hazelwood, Fire Driver-Engineer; Imran Awan, Firefighter in Training; Dylan Ward, Engineering Assistant; Doug Boom, Engineer; Doris Mallory, Legal Secretary; Helen Keaton, Occupational Tax Representative, Sr.; John Baker, HWU Projects & Compliance Manager; and Mike Richardson, Police Reserve Officer

ALSO PRESENT WERE Benji Marrs, Senior Vice-President, Benefit Insurance Marketing; Alice Shade, Edumedics CEO; David Park, Chief Operating Officer, Methodist Hospital; Dr. Libby Brown, Chief Wellness Officer, Methodist Hospital; Mrs. Mary Baker; Margaret Ridley, Kyndle Vice President of Business Support; Stephanie Lucas, Kyndle Administrative Assistant; Laura Peck, Downtown Henderson Partnership Executive Director; Sarah Stewart, Downtown Henderson Partnership Assistant Director; and Laura Acchiardo, *The Gleaner*

THE FOLLOWING AGENDA ITEMS WERE DISCUSSED:

1. Review and Discussion of Proposed Near-Site Employee Health Clinic Recommendation

MR. BENJI MARRS, Ms. Alice Shade, and Mr. David Park presented a proposal that would provide City of Henderson employees, spouses, and dependants over the age of two years covered by the City’s health insurance program a low- or no-cost option for high-quality primary or basic acute care needs with a clinician who is also trained in wellness techniques and promoting healthy lifestyles. These optional clinic services will not replace a primary care physician. A contract for services will be presented at a future Board meeting for formal action.

NO FORMAL ACTION WAS TAKEN BY THE CITY COMMISSION.

2. Review and Discussion Relating to Food Truck Regulations

MRS. DAWN KELSEY, Mr. John Stroud, and Mrs. Theresa Richey presented a report on their review of the City’s current zoning ordinances and regulations and an analysis of what other Kentucky cities considered in the regulation of food trucks. The report included options for various locations and the committee requested guidance from the Board of Commissioners. The committee will further review possible locations and present those findings at a future Board meeting for formal action.

NO FORMAL ACTION WAS TAKEN BY THE CITY COMMISSION.

CITY OF HENDERSON – RECORD BOOK

Record of Minutes of _____ *A Called Work Session* *Meeting on* March 15, 2016

3. Review and Discussion of Pavement Management System Program Report

MR. DYLAN WARD presented a report on a new Pavement Management System Program that was implemented by the Evansville Metropolitan Planning Organization for the benefit of their member cities and counties to create and help maintain an overall management system relating to the area roadway network. The program provides tools and methods for finding and implementing the best maintenance and rehabilitation strategies for both our asphalt and concrete roadways.

NO FORMAL ACTION WAS TAKEN BY THE CITY COMMISSION.

MEETING ADJOURNMENT: Motion by Commissioner Jesse Johnston, seconded by Commissioner Jan Hite, that the meeting adjourn.

The vote was called. On roll call, the vote stood:

Commissioner Hite ----- Aye:
 Commissioner Royster ----- Aye:
 Commissioner Mills ----- Aye:
 Commissioner Johnston ----- Aye:
 Mayor Austin ----- Aye:

MAYOR AUSTIN declared the Called Work Session adjourned at approximately 7:50 p.m..

 Steve Austin, Mayor
 March 22, 2016

ATTEST:

 Maree Collins, City Clerk

City Commission Memorandum
16-52

March 14, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager *RS*

SUBJECT: HART – Federal Transit Administration Section 5307 Grant Application

The accompanying resolution authorizes the submittal of a grant application in the total amount of \$690,000.00 to the Federal Transit Administration (FTA) for Section 5307 operating, capital and planning funds for Fiscal 2013.

The Section 5307 grant funds in the amount of \$690,000.00 will be utilized for transit enhancement, planning, preventive maintenance, and operating assistance of the Henderson Area Transit System.

The amount requested is the full amount reserved by the Commonwealth of Kentucky to the City.

The receipt of federal funding is crucial to the continued provision of mass transit service to the community.

Your approval of the attached resolution is requested.

c: Brenda Wethington, Mass Transit Supervisor
Brian Williams, Public Works Director
Robert Gunter, Finance
Matt Schriefer, EMPO

TO: Mayor Steve Austin
Board of Commissioners (Hite, Johnston, Mills, and Royster)
Russell Sights, City Manager
Brenda Wethington, HART Superintendent

FROM: Seyed Shokouhzadeh, EMPO Executive Director

SUBJECT: City of Henderson, HART FY 2016 FTA Section 5307 (FFY15) Grant Application

DATE: March 11, 2016

A Resolution authorizing the submittal of the City of Henderson, HART FY 2016 Federal Transit Administration (FTA) Section 5307 (FFY15) Operating, Capital and Planning Grant Application is on The Board of Commissioners agenda for March 22, 2016. Please find enclosed a copy of the proposed Resolution and Program of Projects for your review.

The FTA Section 5307 grant application will assist in funding the HART FY 2016 fixed route and demand response services, and planning activities associated with HART projects in the Evansville Metropolitan Planning Organization FY 2015-2016 Unified Planning Work Program.

Upon the approval of the Resolution by the Board of Commissioners, the Evansville MPO will submit the application electronically through TrAMS to the FTA.

Should you have any questions, please contact Matt Schriefer (mschriefer@evansvillempo.com or 812-436-7837).



**HART FY 2016
SECTION 5307 (FFY15) GRANT APPLICATION
PROGRAM OF PROJECTS**

PROJECT DESCRIPTIONS

OPERATING, CAPITAL and PLANNING

Operating Assistance – Operating assistance to provide fixed route service.

ADA Complementary Service – Provide complementary paratransit service to persons with disabilities.

Preventive Maintenance Activities – Preventive Maintenance Activities for HART include a 90-point inspection check, fluids and filters, and other routine preventive maintenance activities.

PLANNING

Evansville Metropolitan Planning Organization will initiate the following planning projects as described in the FY 2015 & FY 2016 Unified Planning Work Program (UPWP): Actions to Improve Transit Service and Internal Transit Management Efficiency.

PROJECT FUNDING

Project	TOTAL	FTA	KYTC	LOCAL
Operating Assistance	\$766,602	\$255,116	-	\$511,486
ADA Complementary Service	\$289,155	\$231,324	\$28,915	\$28,916
Preventative Maintenance	\$253,272	\$193,560	\$25,327	\$34,385
Planning	\$12,500	\$10,000	-	\$2,500
TOTAL	\$1,321,529	\$690,000	\$54,242	\$577,287

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE SUBMITTAL OF A GRANT
APPLICATION FOR PUBLIC TRANSIT ASSISTANCE

WHEREAS, the Federal Transit Act of 1964, as amended, authorized the U.S. Department of Transportation to make grants for public transit programs and projects; and

WHEREAS, the grant imposes certain obligations upon the City, including the requirement to provide the local share of project costs and to comply with Title VI of the Civil Rights Act of 1964; and

WHEREAS, the receipt of federal funding is critical to the continued operation of a public transit system in the City; and

WHEREAS, the City Manager recommends submittal of the grant application;

NOW, THEREFORE, BE IT RESOLVED by the City of Henderson, Kentucky, that the recommendation of the City Manager is approved, and the City Manager is hereby authorized to file a Section 5307 grant application in the amount of \$690,000 with the U.S. Department of Transportation for operating, capital, and planning assistance funds for Fiscal Year 2016.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute and file any other documents required by the U.S. Department of Transportation in conjunction with this grant application.

On motion of Commissioner _____, seconded by Commissioner _____, that the foregoing Resolution be adopted, the vote was called.

On roll call the vote stood:

Commissioner Hite _____	Commissioner Johnston _____
Commissioner Royster _____	Mayor Austin _____
Commissioner Mills _____	

WHEREUPON, Mayor Austin declared the Resolution adopted, affixed his signature and the date thereto and ordered that the same be recorded.

Steve Austin, Mayor
Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND
LEGALITY THIS 16 DAY OF
MARCH, 2016.

By: 
Dawn S. Kelsey
City Attorney

**City Commission Memorandum
16-55**

March 14, 2016

TO: Mayor Steve Austin and the Board of Commissioners
FROM: Russell R. Sights, City Manager 
SUBJECT: Amendment of 2016 Appropriation Ordinance

An item for consideration at the of Tuesday, March 22, 2016, is final reading of an ordinance amending the Fiscal 2016 Budget and Appropriation ordinance for the fiscal year ending June 30, 2016.

Finance Department Memorandum 16-09, enclosed, reviews the changes in detail. A summary of the General Fund changes are as follows:

	<u>Increase/(Decrease)</u>	<u>Revised</u>
<u>Appropriation</u>		
General Fund:	\$ 818,000	\$ 31,911,000
Administration		
-City Attorney's Office, Foreclosures	\$ 24,000	
Fire		
-Vehicle Repairs & Tires, Engine 4	\$ 15,000	
-Apparatus, Air Packs	\$ 10,000	
-Special Services, Promotional Testing	\$ 13,500	
-Machinery, Weather Siren	\$ 27,000	
-Rescue Truck Replacement	\$ 45,000	
Parks & Recreation Department		
-Bldg Repair, JFK Center Doors	\$ 17,000	
-Bldg Repair, Golf Clubhouse Roof	\$ 9,000	
-Buildings, East End Park Restrooms	\$ 38,000	
Public Works Department		
-Contractual, Hwy Interchange Mowing Services	\$ 30,000	
Information Technology Department		
-Data Processing, AS400 Software Upgrade	\$ 387,000	
-Data Processing, Hardware Upgrade	\$ 131,000	
Transfers/Agencies		
Non-Departmental		
-Flood Mitigation, All Terrain Vehicle Replacement	\$ 11,500	
-Vision Plan Implementation Projects	\$ 10,000	
Transfer to PWI		
-North Elm Street & Smith Avenue Projects	\$ 50,000	

Your approval of the attached ordinance is requested.

c: Robert Gunter

FINANCE DEPARTMENT MEMORANDUM
16 – 09 Revised

March 3, 2016

TO: Russell Sights, City Manager
FROM: Robert Gunter, Finance Director
SUBJECT: Budget Amendments

I have updated the budget amendment ordinance to reflect the changes requested by the Board of Commissioners during the February 16th work session. I have also included two subsequent amendments that have been discussed since the work session.

I have eliminated the \$55,000 transfer to the Construction fund for the Riverwalk sidewalks and reduced the General fund transfer to the Flood Mitigation fund by \$5,000. The Gas Fund will now make up the difference for the new all-terrain vehicle.

I have added \$45,000 for the possible purchase of the used fire rescue truck. Based on the bid, I have increased the construction costs of the new municipal service facility from \$2,928,430 to \$6,380,430. The increase equates to \$3,452,000 in the Construction Fund.

These changes will reduce the requested General fund budget amendments from \$833,000 to \$818,000. The revised to appropriation will increase to \$31,911,000.

I have attached a revised ordinance. Please let us know if you need additional information.



Robert Gunter

Attachment

ORDINANCE NO. 8-16

ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE

SUMMARY: AN ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE FOR THE FISCAL YEAR COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016 FOR THE CITY OF HENDERSON, KENTUCKY

WHEREAS, on June 23, 2015, the City of Henderson adopted its annual budget and appropriation ordinance for the fiscal year commencing July 1, 2015 and ending June 30, 2016, being Ordinance No. 18-15, and,

WHEREAS, on November 24, 2015, the City of Henderson amended its annual budget and appropriation ordinance for the fiscal year commencing July 1, 2015 and ending June 30, 2016, being Ordinance No. 31-15, and,

WHEREAS, the City Manager recommends that the following additional amendments be adopted.

NOW, THEREFORE, BE IT ORDAINED by the City of Henderson, Kentucky, that Ordinance No. 31-15 is amended as follows:

1. The budget submitted to the Board of Commissioners by the City Manager for fiscal year 2015 - 2016 is hereby amended as follows:

GENERAL FUND

ADMINISTRATION	\$ 2,570,430	\$ 2,594,430
FINANCE	2,319,520	2,319,520
FIRE	5,772,900	5,883,400
PARKS & RECREATION	1,825,060	1,889,060
POLICE	7,065,020	7,065,020
PUBLIC WORKS	2,547,340	2,577,340
INFORMATION TECHNOLOGY	745,740	1,263,740
TRANSFERS/AGENCIES	8,246,990	8,318,490
TOTAL	<u>\$ 31,093,000</u>	<u>\$ 31,911,000</u>

2. There is hereby appropriated from the General and Special Fund Accounts of the City of Henderson and allocated to the various Funds of the City the following amounts:

PUBLICATION DATE: _____

FIRST READ: 3/8/2016
SECOND READ: _____

GENERAL FUND

GENERAL FUND EXPENDITURE TOTAL	\$ 25,295,000	\$ 26,063,000
TRANSFER TO PWI	1,229,000	1,279,000
TRANSFER TO MASS TRANSIT	840,000	840,000
TRANSFER TO CONSTRUCTION FUND	846,000	846,000
TRANSFER TO EMERGENCY COMM.	1,097,000	1,097,000
TRANSFER TO POLICE/FIRE PENSION	423,000	423,000
TRANSFER TO CIVIL SERVICE PENSION	187,000	187,000
TRANSFER TO CEMETERY	262,000	262,000
TRANSFER TO BOND FUND	914,000	914,000
TOTAL GENERAL FUND	<u>\$ 31,093,000</u>	<u>\$ 31,911,000</u>
NATURAL GAS FUND	\$ 17,019,000	\$ 17,024,000
HEALTH REIMBURSEMENT ARRANGE.	\$ 430,000	
CIVIL SERVICE PENSION FUND	\$ 192,000	
POLICE & FIRE PENSION FUND	\$ 423,000	
CEMETERY FUND	\$ 449,000	
HEALTH INSURANCE FUND	\$ 6,804,000	
BOND FUND	\$ 3,655,000	
PUBLIC WAY IMPROVEMENT FUND	\$ 1,907,000	\$ 1,957,000
CONSTRUCTION FUND	\$ 11,362,000	\$ 14,814,000
FLOOD MITIGATION FUND	\$ 1,080,000	\$ 1,100,000
HART OPERATING FUND	\$ 1,596,000	
SANITATION FUND	\$ 3,094,000	
EMERGENCY COMMUNICATIONS FUND	\$ 2,026,000	
COMMUNITY DEVELOPMENT FUND	\$ 321,000	
HOME FUND	\$ 198,000	
POLICE INVESTIGATION FUND	\$ 22,000	
HENDERSON RECYCLING	\$ 500,000	
TRI-COUNTY RECYCLING	\$ 234,000	

3. This Ordinance shall be effective as of July 1, 2015.

This ordinance of amendment shall become effective upon its legal adoption.

On first reading of the foregoing ordinance, it was moved by Commissioner Robert M. Mills seconded by Commissioner Jesse Johnston, that the ordinance be adopted on its first reading.

On roll call the vote stood:

Commissioner Hite:	<u>ABSENT</u>	Commissioner Johnston	<u>AYE</u>
Commissioner Royster:	<u>AYE</u>	Mayor Austin:	<u>AYE</u>
Commissioner Mills:	<u>AYE</u>		

WHEREUPON, Mayor Austin declared the ordinance adopted on first reading and ordered that it be presented for second reading at a regular meeting of the Board of Commissioners.

On second reading of the foregoing ordinance, it was moved by Commissioner seconded by Commissioner _____, that the ordinance be adopted.

WHEREUPON, the vote was called, on roll call the vote stood:

Commissioner Hite:	_____	Commissioner Johnston	_____
Commissioner Royster:	_____	Mayor Austin:	_____
Commissioner Mills:	_____		

WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date and ordered it be recorded.

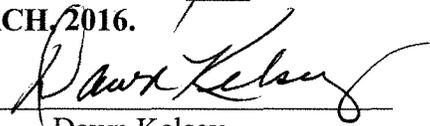
Steve Austin, Mayor

Date

ATTEST:

Maree Collins, City Clerk

**APPROVED AS TO FORM AND
LEGALITY THIS 7 DAY OF
MARCH, 2016.**

By: 
Dawn Kelsey
City Attorney

City Commission Memorandum
16-54

March 14, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: Ordinance Amending Baseline Number of Employees in Ordinance 16-15 Authorizing Rebate of Occupational License Fees – Dana Commercial Manufacturing, LLC

An item for the agenda of Tuesday, March 22, 2016 is first reading of an ordinance amending the baseline number of employees from 250 to 206 in ordinance 16-15 authorizing the rebate of the one percent (1%) occupational license fees due and payable to the City from the salaries, wages and other compensation to be paid to new employees hired over the baseline by Dana Commercial Manufacturing, LLC, provided the company meets the criteria set forth in its application for incentives under the Kentucky Business Investment Program.

The accompanying letter from the Cabinet for Economic Development explains that over the course of the project, it was determined that the minimum base employment should have been set at 206 employees due to a discrepancy related to temporary, part-time and non-Kentucky resident employees that were included in the original 250 baseline.

In order for the project to proceed, the City must revise the June 2015 ordinance stating the corrected employee baseline. Without the revised ordinance, Dana will not be eligible to receive incentives through the Kentucky Business Investment program.

Your approval of the attached ordinance is requested.

c: Dawn Kelsey
Robert Gunter
Paul Titzer



CABINET FOR ECONOMIC DEVELOPMENT

Matthew G. Bevin
Governor

Old Capitol Annex
300 West Broadway
Frankfort, Kentucky 40601
ThinkKentucky.com

Erik Dunnigan
Acting Secretary

March 10, 2016

Ms. Dawn Kelsey
City Attorney
City of Henderson
222 First Street
Henderson, KY 42420

Re: Dana Commercial Vehicle Manufacturing, LLC

Dear Ms. Kelsey,

Dana Commercial Vehicle Manufacturing, LLC underwent a facility expansion in 2010 that included a capital investment of \$3,552,700 and the addition of 59 new full-time employees paying an average hourly wage of \$16.56. The company was preliminarily approved by the Kentucky Economic Development Finance Authority (KEDFA) for financial incentives through the Kentucky Business Investment (KBI) program on August 26, 2010. The project went for final approval on June 25, 2015. The KBI program requires support and participation at both the state and local levels.

KEDFA's original approval of the project was contingent upon the company maintaining a minimum base employment of 250 employees. Over the course of the project, it was determined that the minimum base employment should have been set at 206 employees due to a discrepancy related to temporary, part-time and non-Kentucky resident employees that were included in the original 250 baseline number.

In order for the project to proceed, the City of Henderson would need to revise its 2015 City Ordinance agreeing to the wage assessment based upon the lower baseline number of 206 employees at the time of preliminary approval on August 26, 2010. Accordingly, if the City would like the project to proceed, it will need to provide a revised ordinance reflecting the lower base employment number on that date. Without a revised ordinance, the company will be unable to claim incentives.

At your convenience, please confirm whether the City intends to provide a revised ordinance for this project. In the meantime, if you have any questions regarding the foregoing, please do not hesitate to contact me or the Project Manager for this project, Lindsey Ransdell, at 502-564-7140.

Sincerely,

A handwritten signature in cursive script that reads "Mandy Lambert".

Mandy Lambert
Commissioner, Business Development

ORDINANCE ____

ORDINANCE AMENDING ORDINANCE NO. 16-15 AUTHORIZING AND DIRECTING THE REBATE OF ONE PERCENT (1.0%) OF THE WAGES, SALARIES OR OTHER COMPENSATION PAID BY DANA COMMERCIAL VEHICLE MANUFACTURING, LLC IMPOSED AND LEVIED AS OCCUPATIONAL LICENSE FEES DUE AND PAYABLE TO THE CITY OF HENDERSON, KENTUCKY, BY ORDINANCE, FROM THE SALARIES, WAGES AND OTHER COMPENSATION TO BE PAID TO NEW EMPLOYEES HIRED OVER THE BASELINE BY DANA COMMERCIAL VEHICLE MANUFACTURING, LLC, PROVIDED SAID COMPANY MEETS THE CRITERIA SET FORTH IN ITS APPLICATION FOR INCENTIVES UNDER THE KENTUCKY BUSINESS INVESTMENT PROGRAM.

WHEREAS, under Article III, Section 21-33 of the Henderson Municipal Code, the City of Henderson, Kentucky, is authorized to levy and impose an annual license fee upon all persons, associations, corporations, or other entities engaged in any occupation, trade, profession or other activity in the City for the privilege of engaging in such occupation, trade, profession or activity; and

WHEREAS, Dana Commercial Vehicle Manufacturing, LLC has made application for certain benefits and incentives available to it under the Kentucky Business Investment Program (KBI) of the Kentucky Economic Development Finance Authority (KEDFA) as a result of its commitment to expand and create jobs and investments in Henderson, Kentucky, as set forth in KRS 154.24-010, et seq.; and

WHEREAS, Dana Commercial Vehicle Manufacturing, LLC and its predecessor Eaton Axle, have operated a facility in Henderson for more than 40 years; and

WHEREAS, Dana Commercial Vehicle Manufacturing, LLC is an outstanding company in our community and is a strong contributor to our local economy, and will continue to grow and contribute with this anticipated expansion project investment of \$3,552,700.00; and

WHEREAS, when Dana Commercial Vehicle Manufacturing submitted their application to KEDFA there was a discrepancy in their calculation of 250 jobs as the minimum base employment; and

WHEREAS, on June 25, 2015, Ordinance No. 16-15 passed by the City of Henderson Board of Commissioners containing the 250 jobs as the minimum employment based was duly published; and

WHEREAS, after the ordinance was published, the KEDFA discovered the discrepancy and Dana Commercial Vehicle Manufacturing, LLC revised their application to contain the corrected number of 206 jobs as the minimum base employment; and

WHEREAS, in order for Dana Commercial Vehicle Manufacturing, LLC to proceed with the project with KEDFA, the Board of Commissioners needs to amend its previous ordinance to amend the minimum base employment of two hundred-fifty (250) jobs to the corrected two hundred-six (206) jobs; and

WHEREAS, Dana Commercial Vehicle Manufacturing, LLC will improve and create a minimum of forty-four (44) new jobs, and will also play an important role in preserving the existing two hundred six (206) jobs, thus continuing the company's long-term presence in the City of Henderson; and

WHEREAS, as an incentive and an inducement for Dana Commercial Vehicle Manufacturing, LLC, to improve and grow its facility in Henderson, the City hereby agrees to rebate to the Company one percent (1.0%) of the total wages, salaries or other compensation paid by the Company imposed and levied as occupational license fees otherwise derived by the City from salaries, wages and other compensation paid to the qualifying forty-four (44) new company employees hired above the baseline of two hundred six (206) existing positions; and

WHEREAS, the growth and development of Dana Commercial Vehicle Manufacturing, LLC through the hiring of new employees, increases the net profits and occupational license fee revenues and enhances overall economic prosperity in the community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF HENDERSON, KENTUCKY, AS FOLLOWS:

Section 1. That the City of Henderson, Kentucky, hereby approves the application of Dana Commercial Vehicle Manufacturing, LLC, for economic benefits and incentives available to it under the Kentucky Business Investment Program of the Kentucky Economic Development Finance Authority (KEDFA), including the application by said Company for one percent (1.0%) of the wages, salaries or other compensation paid by the Company to qualified employees.

Section 2. That the City of Henderson does hereby agree to rebate to Dana Commercial Vehicle Manufacturing, LLC, one percent (1.0%) of the wages, salaries or other compensation paid by the Company imposed and levied as occupational license fees paid by said Company to qualified employees, for a period of ten (10) years or until the maximum amount allowed under the Kentucky Business Investment Program has been retained, whichever first occurs. The ten (10) year term began on June 25, 2015 when said Company's application was given final approval and activated under the Kentucky Economic Development Finance Authority.

Section 3. It is further ordained that the rebate of occupational license fees authorized and directed herein shall not apply to other income or net profits of Dana Commercial Vehicle Manufacturing, LLC, and only applies to occupational license fees on wages, salaries or other compensation paid by said Company to its new employees hired over the baseline of two hundred-six (206) existing positions in conjunction with the establishment and expansion of the

business operations of Dana Commercial Vehicle Manufacturing, LLC in the City of Henderson, Kentucky.

All ordinances or parts of ordinances in conflict herewith are hereby repealed and superseded to the extent of such conflict.

This ordinance shall become effective upon its legal adoption.

On first reading of the foregoing ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted on its first reading.

On roll call the vote stood:

Commissioner Hite _____	Commissioner Johnston _____
Commissioner Royster _____	Mayor Austin _____
Commissioner Mills _____	

WHEREUPON, Mayor Austin declared the ordinance adopted on first reading and ordered that it be presented for a second reading at a meeting of the Board of Commissioners.

On second reading of the ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted.

WHEREUPON, the vote was called. On roll call the vote stood:

Commissioner Royster: _____	Commissioner Hite: _____
Commissioner Mills: _____	Mayor Austin: _____
Commissioner Johnston: _____	

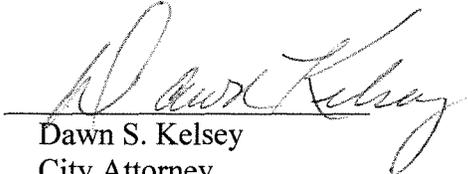
WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date and ordered that it be recorded.

Steve Austin, Mayor
Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND
LEGALITY THIS 17 DAY OF
MARCH, 2016.

By: 
Dawn S. Kelsey
City Attorney

City Commission Memorandum
16-58

March 14, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager *RS*

SUBJECT: Public Improvements Acceptance—Merrill Place Commercial Subdivision I and II

An item for the agenda of Tuesday, March 22, 2016, is first reading of an ordinance accepting public improvements for Merrill Place Commercial Subdivision I and II.

Included in this acceptance is water, stormwater and sanitary sewer improvements including three fire hydrants, seven gate valves, 1,374 lineal feet of 8-inch water main, 1,744 lineal feet of gravity sewer, eight manholes, 325 lineal feet of ditch/swale and 1,131 lineal feet of stormwater sewer with eleven curb inlets. Also included in this acceptance is approximately 797 lineal feet of 37 foot wide asphalt roadway including 2-foot curb and gutter (152.36 lineal feet in Section I and 644.64 lineal feet in Section II).

The improvements have been built to city subdivision standards; have been inspected and approved by Engineering and HWU — it is anticipated that the Water and Sewer Commission will approve recommendation for acceptance at its Monday, March 21, 2016 meeting; and are recommended for acceptance by the Henderson-Henderson County Planning Commission at its meeting of February 2, 2016.

Your approval of the attached ordinance is requested.

c: Brian Bishop, Planning Director
Tom Williams, HWU General Manager
Doug Boom



Planning the Future

Henderson City-County Planning Commission
1990 Barret Ct. Suite C
Henderson, KY 42420
March 7, 2016

Claudia Wayne
Assistant Executive
Director

Mayor Steve Austin
City Commissioners
Municipal Center
Henderson, Ky. 42420

RE: Acceptance of Water, Sewer, Storm & Streets for Merrill Place Commercial
Subdivision, Section 1 & 2 located Barret Blvd in Henderson, Ky.

Dear Mayor and Commissioners:

Please be advised Tuesday, March 1, 2016 the Henderson City-County Planning
Commission took official action to recommend acceptance of the following:

Merrill Place Commercial Subdivision II

Water

8" PVC Pipe - 1,374 Lineal Feet
Gate Valve - 7
Fire Hydrants- 3

Sewer

8" PVC Sewer – 1,744 Lineal Feet
Manholes - 8

Storm

15" RCP Pipe - 170 Lineal Feet
15" HDPE Pipe – 365 Lineal Feet
18" RCP Pipe - 169 Lineal Feet
18" HDPE Pipe - 19 Lineal Feet
24" HDPE Pipe - 408 Lineal Feet
Curb Inlet - 11
Ditch/Swale - 325 Lineal Feet

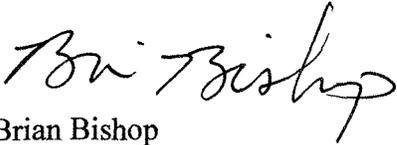
Merrill Place Commercial Subdivision I & II

Streets

Barret Boulevard: 797 Lineal Feet of Asphalt Roadway including 2' Curb and
Gutter
(Section 1: 152.36 Lineal Feet & Section 2: 644.64 Lineal Feet)

These improvements were constructed in accordance with the public improvement specifications and final inspection was performed by the Henderson Water Utilities Engineering Department staff and the City of Henderson Engineering Department. The Henderson City-County Planning Commission at this time request your consideration.

Respectfully submitted,

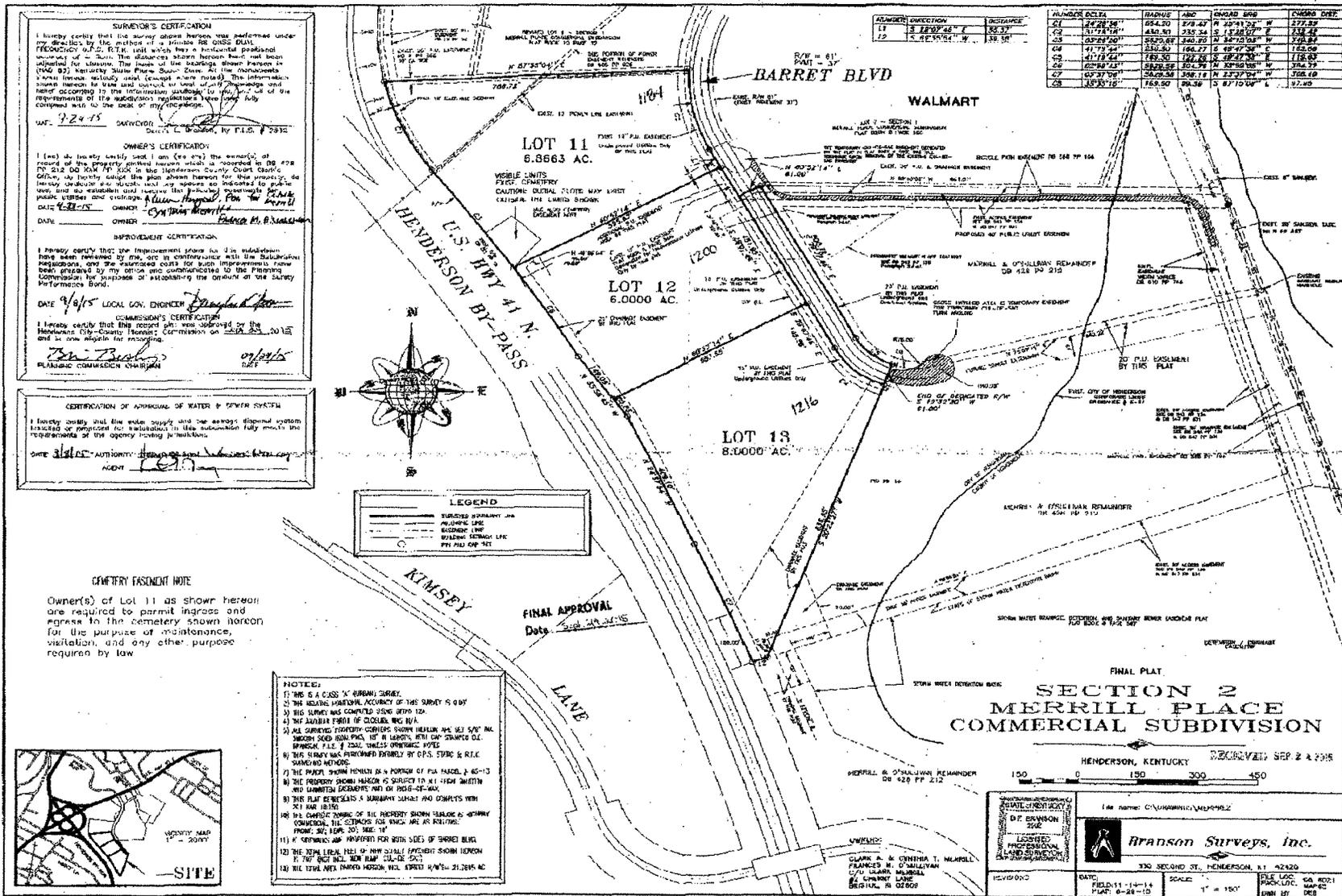
A handwritten signature in black ink that reads "Brian Bishop". The signature is written in a cursive, flowing style.

Brian Bishop
Executive Director

HENDERSON CITY-COUNTY
PLANNING COMMISSION

BB/CW
Attachment

C: Dawn Kelsey, City Attorney
Russell Sights, City Manager



MERRILL PLACE COMMERCIAL SUBDIVISION SECTION 1 & 2

BARRET BOULEVARD: 797 Lineal Feet of Asphalt Roadway including 2' Curb and Gutter
(Section 1: 152.36 Lineal Feet & Section 2: 644.64 Lineal Feet)

**HENDERSON WATER AND SEWER COMMISSION
RESOLUTION OF THE BOARD OF COMMISSIONERS**

Resolution No. 2016-10

**Acceptance of Water, Wastewater and Stormwater Improvements
Merrill Place Commercial Subdivision II**

The following Resolution was duly adopted by the Board of Commissioners of the Henderson Water & Sewer Commission at a regular meeting held on Monday, 21 March 2016, at which meeting a quorum was present.

BE IT RESOLVED, that the Henderson Water and Sewer Commission by and through its Board of Commissioners under the authority granted to the Board of Commissioners under Chapter 23 Article II Division 3 Sections 23-36 through 23-45.1 of the City Code of Ordinances hereby recommends to the Board of Commissioners of the City of Henderson, Kentucky, that the City of Henderson accept certain public improvements as recommended by the staff of the Water and Sewer Commission, and herewith transmitted to the City, to wit:

Merrill Place Commercial Subdivision II

Water

8" PVC Pipe: 1,374 Linear Feet
Gate Valves: 7 Each
Fire Hydrants: 3 Each

Wastewater

8" PVC Sewer: 1,744 Linear Feet
Manholes: 8 Each

Stormwater

15" RCP Pipe: 170 Linear Feet
15" HDPE Pipe: 365 Linear Feet
18" RCP Pipe: 169 Linear Feet
18" HDPE Pipe: 19 Linear Feet
24" HDPE Pipe: 408 Linear Feet
Curb Inlet: 11 Each
Ditch/Swale: 325 Linear Feet

The General Manager is hereby authorized to deliver this Resolution to the City of Henderson.

IN WITNESS WHEREOF, having come before the Board of Commissioners on Monday, 21 March 2016, and upon Motion made by Commissioner _____, and seconded by Commissioner _____, the Board of Commissioners voted as follows:

	<u>AYE</u>	<u>NAY</u>
Commissioner, Paul Bird, Jr.	_____	_____
Commissioner, George Jones, III	_____	_____
Commissioner, John Henderson	_____	_____
Commissioner, Gary Jennings	_____	_____
Commissioner, Julie Wischer	_____	_____

Tom Williams, P.E.
General Manager
Henderson Water Utility

ORDINANCE NO. _____

ORDINANCE ACCEPTING PUBLIC IMPROVEMENTS

SUMMARY: AN ORDINANCE ACCEPTING PUBLIC IMPROVEMENTS FOR PROPERTY LOCATED AT MERRILL PLACE COMMERCIAL SUBDIVISION, SECTION 1 AND 2

WHEREAS, at a meeting of the Henderson City-County Planning Commission held on March 7, 2016 it was recommended that certain public improvements for property located at Merrill Place Commercial Subdivision, Section 1 and 2 in the City of Henderson be accepted; and

WHEREAS, said improvements have been made in accordance with public improvements specifications and regulations.

NOW, THEREFORE, BE IT ORDAINED by the City of Henderson, Kentucky, that the City hereby accepts certain public improvements for property located at Merrill Place Commercial Subdivision, Section 1 and 2, which is generally depicted on the attached plat marked Exhibit "A", and consists of the following:

Merrill Place Commercial Subdivision II

Water

8" PVC Pipe – 1,374 Lineal Feet
Gate Valve- 7
Fire Hydrants - 3

Sewer

8"PVC Sewer – 1,744 Lineal Feet
Manholes – 8

Storm

15"RCP Pipe - 170 Lineal Feet
15"HDPE Pipe - 365 Lineal Feet
18"RCP Pipe - 169 Lineal Feet
18"HDPE Pipe - 19 Lineal Feet
24"HDPE Pipe – 408 Lineal Feet
Curb Inlet - 11
Ditch/Swale - 325 Lineal Feet

Merrill Place Commercial Subdivision I & II

Streets

Barret Boulevard: 797 Lineal Feet of Asphalt Roadway including 2' Curb and Gutter
(Section 1: 152.36 Lineal Feet & Section 2: 644.64 Lineal Feet)

All ordinances or parts of ordinances in conflict herewith are hereby repealed and superseded to the extent of such conflict.

This ordinance shall become effective upon its legal adoption.

On first reading of the foregoing ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted on its first reading.

On roll call the vote stood:

Commissioner Hite _____	Commissioner Johnston _____
Commissioner Royster _____	Mayor Austin _____
Commissioner Mills _____	

WHEREUPON, Mayor Austin declared the ordinance adopted on first reading and ordered that it be presented for a second reading at a meeting of the Board of Commissioners.

On second reading of the ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted.

WHEREUPON, the vote was called. On roll call the vote stood:

Commissioner Royster _____	Commissioner Hite _____
Commissioner Mills _____	Mayor Austin _____
Commissioner Johnston _____	

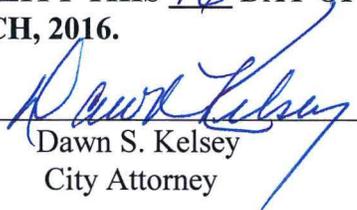
WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date and ordered that it be recorded.

Steve Austin, Mayor
Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND LEGALITY THIS 16 DAY OF MARCH, 2016.

By: 
Dawn S. Kelsey
City Attorney

SURVEYOR'S CERTIFICATION

I hereby certify that the survey shown hereon was performed under my direction by the method of a double meridian transit, and that the distances shown hereon have not been adjusted for closure. The level of the bearings shown hereon is (1942) 85 Kentucky State Plane - Zone 2 East. All the measurements were taken with a double meridian transit. The information shown hereon is true and correct to the best of my knowledge and belief according to the information furnished to me by the representatives of the subdivisions registered hereon and fully complied with to the best of my knowledge.

DATE: 9-24-15 SURVEYOR: *Clayton H. Marshall, R. S. 1202*

OWNER'S CERTIFICATION

I (we) do hereby certify that I am (we are) the owner(s) of record of the property shown hereon which is recorded in 89 428 PP 212 80 104 11 208 in the Henderson County Clerk's Office. We hereby adopt the plan shown hereon for the purpose of being recorded and shall not be held liable for any public utility and no easement and no way that is shown hereon for public utility and no way that is shown hereon for public utility and no way that is shown hereon for public utility.

DATE: 9-23-15 OWNER: *Cynthia Marshall*

IMPROVEMENT CERTIFICATION

I hereby certify that the improvements shown on this subdivision have been reviewed by me, and in accordance with the subdivision regulations, and the estimated costs for such improvements have been prepared by the owner and submitted to the Planning Commission for approval of establishing the amount of the survey performance bond.

DATE: 9/15 LOCAL GOV. ENGINEER: *Michael A. ...*

COMMISSIONER'S CERTIFICATION

I hereby certify that this record plan was approved by the Henderson County Planning Commission on 9/15/15 and is now eligible for recording.

DATE: 9/15 PLANNING COMMISSION CHAIRMAN: *Michael A. ...*

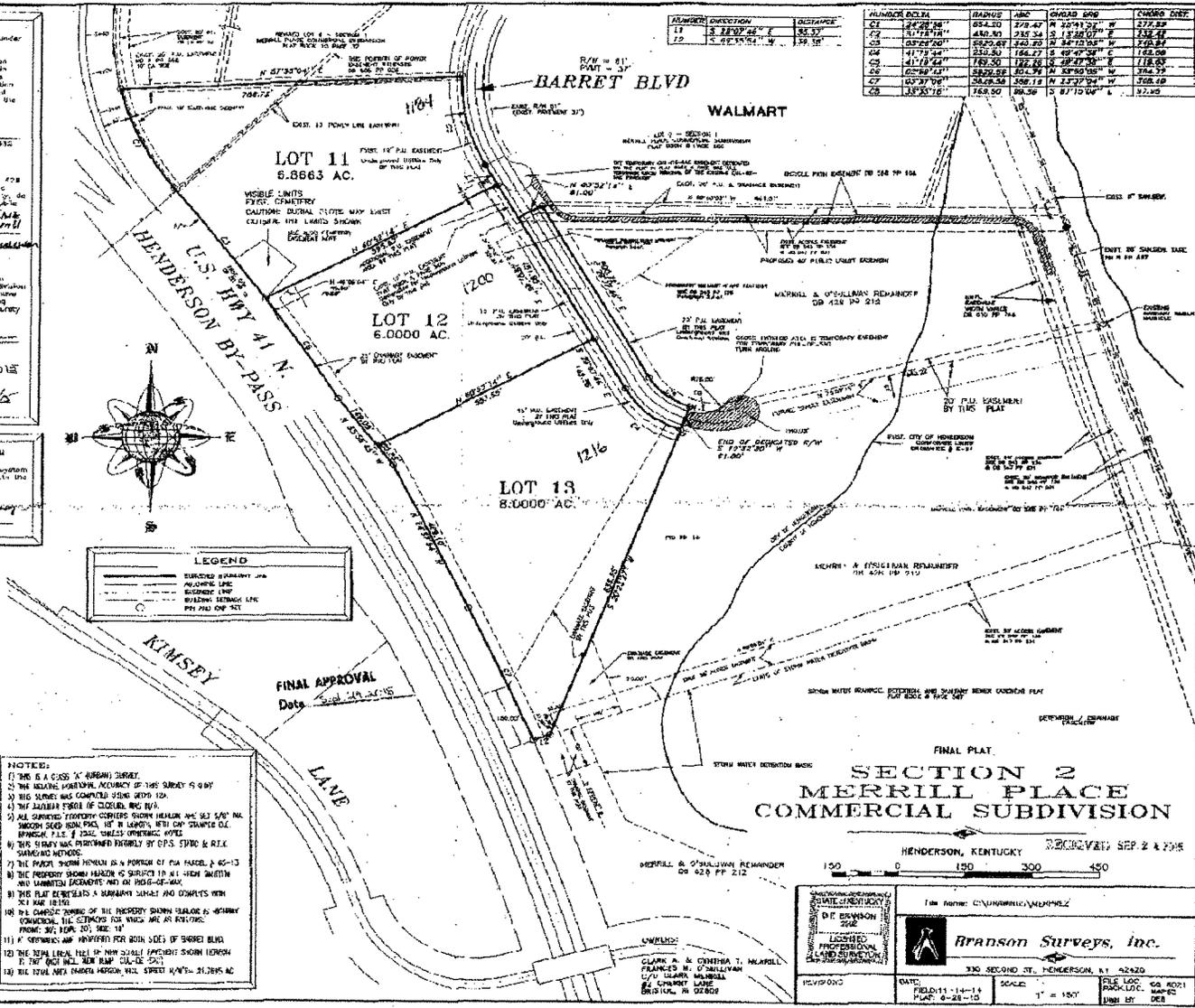
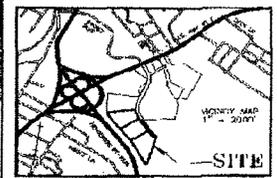
CERTIFICATION OF APPROVAL OF WATER & SEWER SYSTEM

I hereby certify that the water supply and sewer disposal system installed or proposed as indicated in this subdivision fully meets the requirements of the agency having jurisdiction.

DATE: 9/15 AUTHORITY: *Michael A. ...*

CEMETERY EASEMENT NOTE

Owner(s) of Lot 11 as shown hereon are required to permit ingress and egress to the cemetery shown hereon for the purpose of maintenance, visitation, and any other purpose required by law.



MERRILL PLACE COMMERCIAL SUBDIVISION SECTION 1 & 2

BARRET BOULEVARD: 797 Lineal Feet of Asphalt Roadway including 2' Curb and Gutter
 (Section 1: 152.36 Lineal Feet & Section 2: 644.64 Lineal Feet)

WXHIBIT "A"

City Commission Memorandum
16-57

March 14, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: Public Improvements Acceptance—Colonial Senior Living, Adams Lane

Enclosed for the agenda of Tuesday, March 22, 2016, is first reading of an ordinance accepting public improvements for Colonial Senior Living.

Included in this acceptance of sanitary sewer improvements is 1,520 lineal feet of 8-inch gravity sewer, six 4-foot diameter manholes, and a service lateral.

The improvements have been built to city subdivision standards, have been inspected and approved by HWU — it is anticipated that the Water and Sewer Commission will approve recommendation for acceptance at its Monday, March 21, 2016 meeting; and are recommended for acceptance by the Henderson-Henderson County Planning Commission at its meeting of February 2, 2016.

Your approval of the attached ordinance is requested.

c: Brian Bishop, Planning Director
Tom Williams, HWU General Manager
Doug Boom



Planning the Future

Henderson City-County Planning Commission
1990 Barret Ct. Suite C
Henderson, KY 42420
March 4, 2016

Claudia Wayne
Assistant Executive
Director

Mayor Steve Austin
City Commissioners
Municipal Center
Henderson, Ky. 42420

RE: Acceptance of Sanitary Sewer for Colonial Senior Living located at Adams Lane

Dear Mayor and Commissioners:

Please be advised Tuesday, February 2, 2016 the Henderson City-County Planning Commission took official action to recommend acceptance of the following:

Colonial Senior Living Sanitary Sewer

8-inch Gravity Sewer -1,520 Lineal Feet
4-ft Diameter Manhole- 6 Each
Service Lateral- 1 Each

These improvements were constructed in accordance with the public improvement specifications and final inspection was performed by the Henderson Water Utilities Engineering Department staff. The Henderson City-County Planning Commission at this time request your consideration.

Respectfully submitted,

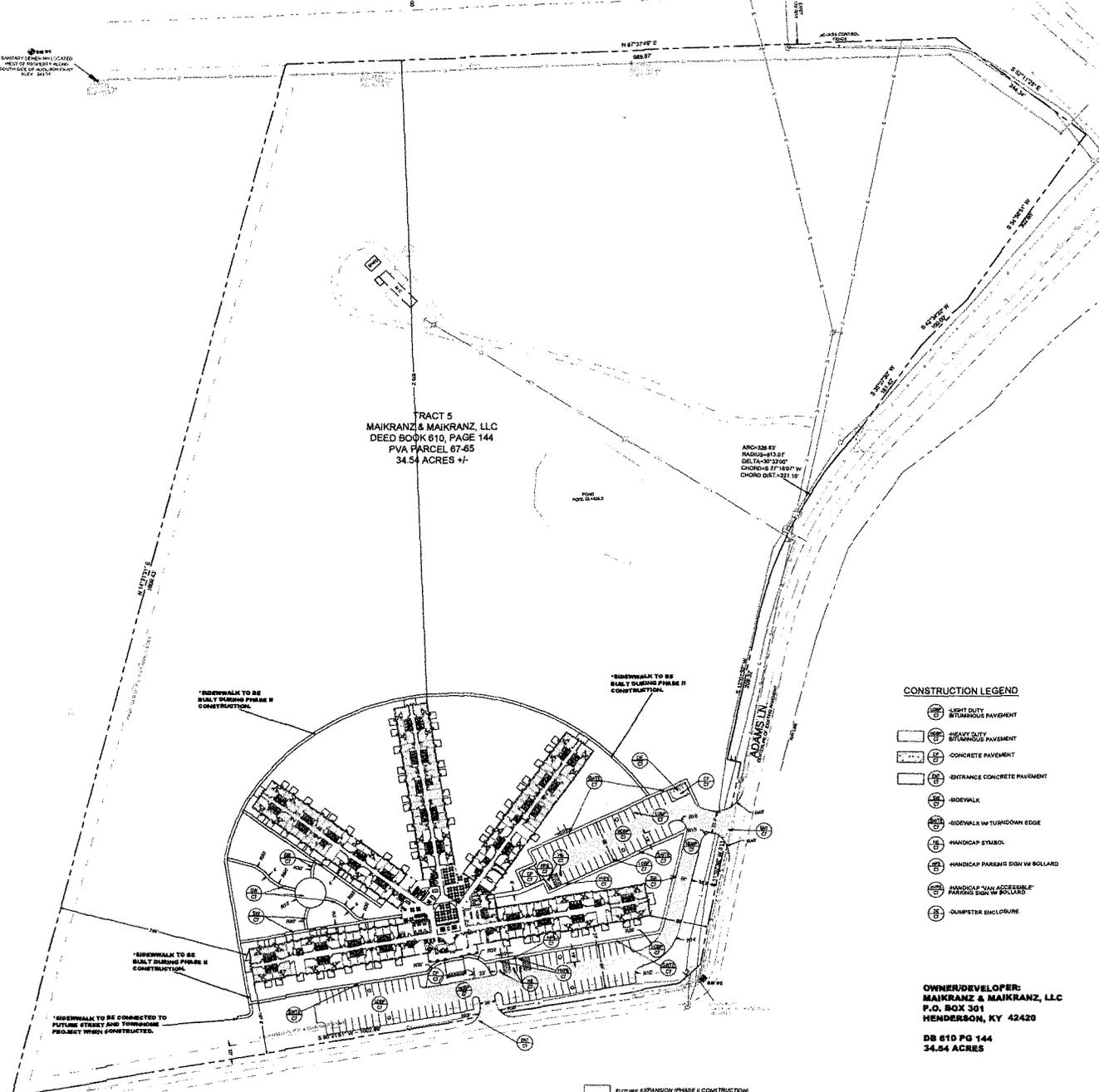
Brian Bishop
Executive Director
Henderson City-County Planning Commission

BB/CW
Attachment

C: Dawn Kelsey, City Attorney
Russell Sights, City Manager



NOTE: BENCHMARK DATA IS LOCATED WEST OF PROPERTY ALONG SOUTH SIDE OF ALOUJON PROVY HWY. 4242



TRACT 5
MAIKRANZ & MAIKRANZ, LLC
DEED BOOK 610, PAGE 144
PVA PARCEL 67-65
34.54 ACRES +/-

ARC=138.87
RADIUS=813.87
S.E. TA=97.2360°
CHORD=6.771807' W
CHORD DIST=221.10'

GENERAL NOTES

1. PRIOR TO BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED AND THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS APPROVED BY ALL PERMITTING AUTHORITIES.
2. NO GRADING, STRIPPING, EXCAVATION, FILLING OR OTHER DISTURBANCE OF THE NATURAL GROUND COVER SHALL TAKE PLACE UNTIL PROPOSED SOIL EROSION CONTROL PLAN HAS BEEN APPROVED AND IN PLACE.
3. ALL DIMENSIONS INVOLVING CURB RADI ARE SHOWN TO FACE OF CURB UNLESS NOTED OTHERWISE. ALL CURB RADI ARE 5' UNLESS NOTED OTHERWISE.
4. IN THE CASE OF CONFLICT BETWEEN THESE DRAWINGS AND ANY OTHER DRAWING AND/OR SPECIFICATIONS, THE ENGINEER SHALL BE IMMEDIATELY NOTIFIED FOR CLARIFICATION.
5. THE CONTRACTOR SHALL BID AND PERFORM THE WORK IN ACCORDANCE WITH ALL LOCAL, STATE AND NATIONAL CODES AND THE REQUIREMENTS OF LOCAL UTILITY COMPANIES.
6. IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND WILL NOT BE LIMITED TO NORMAL WORKING HOURS. THE CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING ALL BARRICADES, WARNING SIGNS, FLASHING LIGHTS AND THE TRAFFIC CONTROL DEVICES DURING CONSTRUCTION. CONTRACTOR SHALL COMPLY WITH OSHA REGULATIONS AND SAFETY REQUIREMENTS.
7. THE CONTRACTOR IS RESPONSIBLE FOR THE SAFETY OF ALL VEHICLE TRAFFIC IN AND AROUND THE CONSTRUCTION AREA.
8. ALL UNPAVED AREAS TO RECEIVE A MINIMUM OF 4" TOPSOIL, SEED (AS OUTLINED IN THE LANDSCAPE PLAN), MULCHED AND WATERED AS NECESSARY TO PROVIDE SUBSTANTIAL GRASS COVER.
9. SIDEWALK AND HANDICAP ACCESS SHALL COMPLY WITH THE LATEST ADA REGULATIONS.
10. ALL WORK SHALL BE IN ACCORDANCE WITH THE HENDERSON COUNTY SUBDIVISION REGULATIONS AND SPECIFICATIONS.

CONSTRUCTION LEGEND

- (1) LIGHT DUTY BITUMINOUS PAVEMENT
- (2) HEAVY DUTY BITUMINOUS PAVEMENT
- (3) CONCRETE PAVEMENT
- (4) ENTRANCE CONCRETE PAVEMENT
- (5) SIDEWALK
- (6) SIDEWALK W/ TURNDOWN EDGE
- (7) HANDICAP SYMBOL
- (8) HANDICAP PARKING SIGN W/ BOLLARD
- (9) HANDICAP "WALK ACCESSIBLE" PARKING SIGN W/ BOLLARD
- (10) DUMPSTER ENCLOSURE

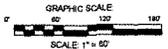
DEVELOPMENT SUMMARY

STATISTIC	PERMITTED / REQUIREMENT	PROVIDED
CURRENT ZONING	PUD - PLANNED UNIT DEVELOPMENT	PUD
TOTAL SITE AREA	N/A	34.54 AC.
LOT COVERAGE	75%	SEE LAYOUT
BUILDING SETBACKS	FRONT 2' (MERRITT DR.) SIDE 5' (SOUTH) SIDE 8' (NORTH) REAR 20' (EAST)	FRONT 14.6' (MERRITT) SIDE 17' (NORTH) SIDE 41.1' (SOUTH) REAR 24' (EAST)
TOTAL PARKING	BOOMING HOUSE 5 SPACES PLUS 1 PER 6 BEDS 133 BEDS / 5 = 27 + 5 = 32 SPACES	119 SPACES 114 STANDARD SPACES 5 ADA SPACES
DRAINAGE PLAN	YES	SEE SHEET C3
TRAFFIC STUDY	NOT REQUIRED	N/A
SITE ACCESS	PER KYTC PERMIT	2 ACCESS POINTS ON ADAMS LANE

OWNER/DEVELOPER:
MAIKRANZ & MAIKRANZ, LLC
P.O. BOX 301
HENDERSON, KY 42420

DB 610 PG 144
34.54 ACRES

BENCHMARK DATA:
 BENCHMARK 1
 QUANTARY BENCHMARK LOCATED WEST OF PROPERTY ALONG SOUTH SIDE OF ALOUJON PROVY HWY. 4242
 N= 218495.14
 E= 1118495.33
 ELEV. = 357.97
 BENCHMARK 2
 STORM MANHOLE LOCATED AT SOUTHWEST CORNER OF PROPERTY IN ADAMS LANE RIGHT OF WAY
 N= 241589.00
 E= 1118208.90
 TOP OF METAL GRATE
 ELEV. = 452.32



SEUFERT CONSTRUCTION
 1250 Main Street, P.O. Box 69
 Henderson, KY 42420
 Phone: (502) 790-4445
 Fax: (502) 790-4445

AGS
 ARCHITECTURAL GROUP, INC.
 P.O. BOX 323
 Henderson, KY 42420
 Phone: (502) 790-4445

COLONIAL SENIOR LIVING
 621 ADAMS LANE, HENDERSON, KY
SITE LAYOUT

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REVISIONS

NO.	DATE	DESCRIPTION

Site Civil Plans

Drawn	Checked	Designed	Reviewed	Approved

C2

**HENDERSON WATER AND SEWER COMMISSION
RESOLUTION OF THE BOARD OF COMMISSIONERS**

**Resolution No. 2016-11
Acceptance of Sanitary Sewer Extension
Colonial Senior Living - 6575 South Adams Lane**

The following Resolution was duly adopted by the Board of Commissioners of the Henderson Water & Sewer Commission at a regular meeting held on Monday, 21 March 2016, at which meeting a quorum was present.

BE IT RESOLVED, that the Henderson Water and Sewer Commission by and through its Board of Commissioners under the authority granted to the Board of Commissioners under Chapter 23 Article II Division 3 Sections 23-36 through 23-45.1 of the City Code of Ordinances hereby recommends to the Board of Commissioners of the City of Henderson, Kentucky, that the City of Henderson accept certain public improvements as recommended by the staff of the Water and Sewer Commission, and herewith transmitted to the City, to wit:

Colonial Senior Living Sanitary Sewer

8-inch Gravity Sewer:	1,520 Linear Feet
4-ft Diameter Manhole	6 Each
Service Lateral	1 Each

The General Manager is hereby authorized to deliver this Resolution to the City of Henderson.

IN WITNESS WHEREOF, having come before the Board of Commissioners on Monday, 21
March 2016, and upon Motion made by Commissioner _____, and seconded by
Commissioner _____, the Board of Commissioners voted as follows:

	<u>AYE</u>	<u>NAY</u>
Commissioner, Paul Bird, Jr.	_____	_____
Commissioner, George Jones, III	_____	_____
Commissioner, John Henderson	_____	_____
Commissioner, Gary Jennings	_____	_____
Commissioner, Julie Wischer	_____	_____

Tom Williams, P.E.
General Manager
Henderson Water Utility

ORDINANCE NO. _____

ORDINANCE ACCEPTING PUBLIC IMPROVEMENTS

SUMMARY: AN ORDINANCE ACCEPTING PUBLIC IMPROVEMENTS FOR PROPERTY LOCATED AT ADAMS LANE KNOWN AS COLONIAL SENIOR LIVING

WHEREAS, at a meeting of the Henderson City-County Planning Commission held on March 7, 2016 it was recommended that certain public improvements for property located at Adams Lane known as Colonial Senior Living in the City of Henderson be accepted; and

WHEREAS, said improvements have been made in accordance with public improvements specifications and regulations.

NOW, THEREFORE, BE IT ORDAINED by the City of Henderson, Kentucky, that the City hereby accepts certain public improvements for property located at Adams Lane known as Colonial Senior Living, which is generally depicted on the attached plat marked Exhibit "A", and consists of the following:

Colonial Senior Living Sanitary Sewer

- 8-inch Gravity Sewer – 1, 520 Lineal Feet
- 4-ft Diameter Manhole – 6 Each
- Service Lateral – 1 Each

All ordinances or parts of ordinances in conflict herewith are hereby repealed and superseded to the extent of such conflict.

This ordinance shall become effective upon its legal adoption.

On first reading of the foregoing ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted on its first reading.

On roll call the vote stood:

Commissioner Hite _____	Commissioner Johnston _____
Commissioner Royster _____	Mayor Austin _____
Commissioner Mills _____	

WHEREUPON, Mayor Austin declared the ordinance adopted on first reading and ordered that it be presented for a second reading at a meeting of the Board of Commissioners.

On second reading of the ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted.

WHEREUPON, the vote was called. On roll call the vote stood:

Commissioner Royster _____	Commissioner Hite _____
Commissioner Mills _____	Mayor Austin _____
Commissioner Johnston _____	

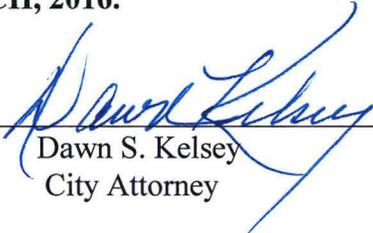
WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date and ordered that it be recorded.

Steve Austin, Mayor
Date: _____

ATTEST:

Maree Collins, City Clerk

**APPROVED AS TO FORM AND
LEGALITY THIS 16 DAY OF
MARCH, 2016.**

By: 
Dawn S. Kelsey
City Attorney



SEE PG. 1
SANITARY SEWER MANHOLE
WEST OF PROPERTY LINES
SOUTH SIDE OF ADAMS LANE
ELEV. 311.19

TRACT 5
MAIKRANZ & MAIKRANZ, LLC
DEED BOOK 610, PAGE 144
PVA PARCEL 67-85
34.54 ACRES +/-

FORM
POLE SIGNAGE

ARC=138.57
RADIUS=613.97
DELTA=20°22'00"
CHORDS: 17'18" W
CHORD DELTA=321.19'

*SIDEWALK TO BE BUILT DURING PHASE II CONSTRUCTION

*SIDEWALK TO BE BUILT DURING PHASE II CONSTRUCTION

*SIDEWALK TO BE BUILT DURING PHASE II CONSTRUCTION

*SIDEWALK TO BE CONNECTED TO FUTURE STREET AND TYPED AS PROJECT WHEN CONSTRUCTED

□ FUTURE EXPANSION (PHASE II CONSTRUCTION)

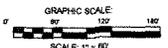
CONSTRUCTION LEGEND

- LIGHT DUTY BITUMINOUS PAVEMENT
- HEAVY DUTY BITUMINOUS PAVEMENT
- CONCRETE PAVEMENT
- ENTRANCE CONCRETE PAVEMENT
- SIDEWALK
- SIDEWALK W/TURNDOWN EDGE
- HANDICAP SYMBOL
- HANDICAP PARKING SIGN W BOLLARD
- HANDICAP "VAULT ACCESSIBLE" PARKING SIGN W BOLLARD
- JUMPSTER ENCLOSURE

OWNER/DEVELOPER:
MAIKRANZ & MAIKRANZ, LLC
P.O. BOX 301
HENDERSON, KY 42420

DB 610 PG 144
34.54 ACRES

BENCHMARK DATA:
BENCHMARK 1
SANITARY SEWER MANHOLE LOCATED WEST OF PROPERTY ALONG SOUTH SIDE OF ADAMS LANE
N = 218296.82
E = 111649.33
ELEV. = 305.54'
BENCHMARK 2
STORM MANHOLE LOCATED AT SOUTHEAST CORNER OF PROPERTY IN ADAMS LANE RIGHT OF WAY
N = 218298.00
E = 111635.30
TOP OF METAL GRATE
ELEV. = 313.30'



GENERAL NOTES

1. PRIOR TO BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED AND THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS APPROVED BY ALL PERMITTING AUTHORITIES.
2. NO GRADING, STRIPPING, EXCAVATION, FILLING OR OTHER DISTURBANCE OF THE NATURAL GROUND COVER SHALL TAKE PLACE UNTIL PROPOSED SOIL EROSION CONTROL PLAN HAS BEEN APPROVED AND IN PLACE.
3. ALL DIMENSIONS INVOLVING CURB RADI ARE SHOWN TO FACE OF CURB, UNLESS NOTED OTHERWISE. ALL CURB RADI ARE 5' UNLESS NOTED OTHERWISE.
4. IN THE CASE OF CONFLICT BETWEEN THIS DRAWING AND ANY OTHER DRAWING AND/OR SPECIFICATIONS, THE ENGINEER SHALL BE IMMEDIATELY NOTIFIED FOR CLARIFICATION.
5. THE CONTRACTOR SHALL BID AND PERFORM THE WORK IN ACCORDANCE WITH ALL LOCAL, STATE AND NATIONAL CODES AND THE REQUIREMENTS OF LOCAL UTILITY COMPANIES.
6. IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THIS WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND WILL NOT BE LIMITED TO NORMAL WORKING HOURS. THE CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING ALL BARRICADES, WARNING SIGNS, FLASHING LIGHTS AND THE TRAFFIC CONTROL DEVICES DURING CONSTRUCTION. CONTRACTOR SHALL COMPLY WITH OSHA REGULATIONS AND SAFETY REQUIREMENTS.
7. THE CONTRACTOR IS RESPONSIBLE FOR THE SAFETY OF ALL VEHICLE TRAFFIC IN AND AROUND THE CONSTRUCTION AREA.
8. ALL UNPAVED AREAS TO RECEIVE A MINIMUM OF 4" TOPSOIL, SEED (AS OUTLINED IN THE LANDSCAPE PLANS), MULCHED AND WATERED AS NECESSARY TO PROVIDE SUBSTANTIAL GRASS COVER.
8. SIDEWALK AND HANDICAP ACCESS SHALL COMPLY WITH THE LATEST ADA REGULATIONS.
10. ALL WORK SHALL BE IN ACCORDANCE WITH THE HENDERSON COUNTY SUBDIVISION REGULATIONS AND SPECIFICATIONS.

DEVELOPMENT SUMMARY

STATISTIC	PERMITTED / REQUIREMENT	PROVIDED
CURRENT ZONING	PUD - PLANNED UNIT DEVELOPMENT	PUD
TOTAL SITE AREA	N/A	34.54 AC.
LOT COVERAGE	75%	SEE LAYOUT
BUILDING SETBACKS	FRONT 0' (MERRITT DR.) SIDE 0' (SOUTH) REAR 25' (EAST)	FRONT 14.6' (MERRITT) SIDE 17' (NORTH) REAR 41.1' (SOUTH) REAR 54' (EAST)
TOTAL PARKING	ROOMING HOUSE 5 SPACES PLUS 1 PER 3 BEDS 133 BEDS / 5 = 27 + 5 = 32 SPACES	118 SPACES 114 STANDARD SPACES 5 ADA SPACES
DRAINAGE PLAN	YES	SEE SHEET C3
TRAFFIC STUDY	NOT REQUIRED	N/A
SITE ACCESS	PER KYTC PERMIT	2 ACCESS POINTS ON ADAMS LANE

SEUFFERT CONSTRUCTION
DESIGN/BUILD CONTRACTORS
1920 Main Street, P.O. Box 60
Henderson, KY 42420
Phone: (502) 796-4448
Fax: (502) 796-4449

AKS
ARCHITECTURAL & CONSTRUCTION SERVICES, INC.
ENGINEERING DIVISION, INC.
1001 W. 10TH ST., 2ND FLOOR
HAYWARD, CA 94541
PHONE: (925) 796-4448

COLONIAL SENIOR LIVING
8027 ADAMS LANE, HENDERSON, KY
SITE LAYOUT

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REVISIONS

NO.	DATE	DESCRIPTION

Site Civil Plans
C2

**City Commission Memorandum
16-62**

March 17, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: Tabled Item - Job Classification and Pay Plan Amendment and Amending Budgeted Positions of the FY16 Budget Ordinance

As you will recall, this ordinance was tabled at the previous Board meeting for further clarification and discussion. If it is the pleasure of the Board to revisit this item, the ordinance will need a motion and vote to remove it from the table and a motion and vote to bring action.

This ordinance amends the Job Classification and Pay Plan by reclassifying the Engineering Assistant position from a grade 24 to a Public Works Engineer position, grade 31 and then transfers the position from the Engineering division in the Administration department to the Administration division of Public Works and amends the budgeted positions of the Amended FY16 Budget Ordinance by adding a (Temporary) Assistant Finance Director position in the Finance Administration division; and deleting one Code Inspector, Senior position and adding of one Code Inspector position in the Code Enforcement division.

A revised ordinance has been included in this agenda under separate cover.

c: Buzzy Newman
Connie Galloway
Robert Gunter

ORDINANCE NO. _____

ORDINANCE AMENDING JOB CLASSIFICATIONS AND PAY PLAN
AND BUDGETED POSITIONS

SUMMARY: ORDINANCE AMENDING JOB CLASSIFICATIONS AND PAY PLAN BY RECLASSIFYING THE ENGINEERING ASSISTANT POSITION IN THE ENGINEERING DIVISION OF THE ADMINISTRATION DEPARTMENT TO A PUBLIC WORKS ENGINEER POSITION IN THE ADMINISTRATION DIVISION OF THE PUBLIC WORKS DEPARTMENT, AND TO AMEND THE AMENDED FISCAL 2016 BUDGET TO CHANGE THE NUMBER AND CLASSIFICATIONS OF CITY EMPLOYEES AS RECITED IN THE ANNUAL AMENDED BUDGET

WHEREAS, Ordinance No. 19-15, as amended, adopted a job classification and pay plan; and

WHEREAS, following an assessment, it has been determined necessary and advisable to modify the plan; and

WHEREAS, the modification of the job classifications and pay plan, necessitates an amendment to the Annual (Amended) Budget to reflect the change in the number and classifications of City Employees; and

WHEREAS, the City Manager recommends the modifications as proposed.

NOW, THEREFORE, BE IT ORDAINED by the City of Henderson, Kentucky, that the City's job classifications and pay plan is amended as follows:

<u>Grade:</u>	<u>Classified Title:</u>	<u>Class Code:</u>
[24] 31	[Engineering Assistant] <u>Public Works Engineer</u>	[2302] <u>4117</u>

BE IT FURTHER ORDAINED, that the Budgeted Positions and Job Classifications of the 2016-2017 Codes Division Budget is hereby amended by adding one (1) Code Inspector position and deleting one Code Inspector Senior position; and adding a Temporary Assistant Finance Director position in the Finance Administration Division, as shown on the list of the City's Budgeted positions, a copy of which is attached hereto and made a part hereof by reference .

All ordinances or parts of ordinances in conflict herewith are hereby repealed and superseded to the extent of such conflict.

This ordinance shall become effective upon its legal adoption.

On first reading of the foregoing ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted on its first reading.

On roll call the vote stood:

Commissioner Hite _____	Commissioner Johnston _____
Commissioner Royster _____	Mayor Austin _____
Commissioner Mills _____	

WHEREUPON, Mayor Austin declared the ordinance adopted on first reading and ordered that it be presented for a second reading at a meeting of the Board of Commissioners.

On second reading of the ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted.

WHEREUPON, the vote was called. On roll call the vote stood:

Commissioner Hite _____	Commissioner Johnston _____
Commissioner Royster _____	Mayor Austin _____
Commissioner Mills _____	

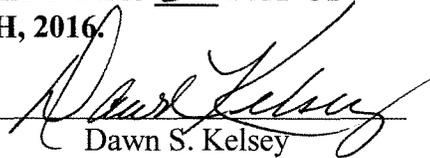
WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date and ordered that it be recorded.

Steve Austin, Mayor
Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND LEGALITY THIS 3 DAY OF MARCH, 2016.

By: 
Dawn S. Kelsey
City Attorney

Administration Department

PERSONNEL SCHEDULE City Manager	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>011</u>			
City Manager	1	1	1
Assistant City Manager	1	1	1
Executive Assistant	1	1	1
Administrative Secretary	1	1	1
Public Information Specialist (Part-time)	0	0	0
Public Information Officer	0	0	1
	4	4	5

PERSONNEL SCHEDULE City Attorney	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>012</u>			
City Attorney	1	1	1
Staff Attorney	1	1	0
Legal Secretary	1	1	1
	3	3	2

PERSONNEL SCHEDULE City Clerk	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>013</u>			
City Clerk	1	1	1
	1	1	1

PERSONNEL SCHEDULE Human Relations	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>016</u>			
Executive Director, Human Rights Commission	1	1	1
	1	1	1

PERSONNEL SCHEDULE Community Development	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>017</u>			
Code Administrator	0.3	0.3	0.3
Community Development Specialist	1	1	1
	1.3	1.3	1.3

Administration Department

PERSONNEL SCHEDULE Human Resources	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>124</u>			
Human Resources Director	1	1	1
Human Resources Specialist	1	1	1
Human Resources Assistant	1	1	0
Safety & Training Coordinator	2	1	1
Benefits Coordinator	1	1	2
	6	5	5

PERSONNEL SCHEDULE Code Enforcement	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>233</u>			
Code Administrator	0.7	0.7	0.7
Code Inspector, Senior	1	1	+ 0
Development Liaison	1	1	1
Code Inspector	2	2	+ 2
Property Maintenance Inspector	0	0	1
Secretary	1	1	1
Office Assistant (Part-time)	1	1	0
	6.7	6.7	5.7

PERSONNEL SCHEDULE Engineering	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>377</u>			
Engineer	1	1	1
Engineering Assistant	1	1	+ 0
Seasonal Engineering Intern	0	0	1
	2	2	3 2

Finance Department

PERSONNEL SCHEDULE Finance Administration	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>121</u>			
Finance Director	1	1	1
Assistant Finance Director	1	1	1
<u>Assistant Finance Director (Temporary)</u>	0	0	<u>1</u>
Administrative Secretary	1	1	1
Administrative Clerk	1	1	1
Occupational Tax Representative, Senior	1	1	1
Occupational Tax Representative, (Part-time)	1	1	1
Account Technician, Senior	0.25	0.25	1.25
	<u>6.25</u>	<u>6.25</u>	7.25 <u>8.25</u>

PERSONNEL SCHEDULE Accounting	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>123</u>			
Accounting Manager	1	1	1
Account Technician	2	2	2
Utility Billing Supervisor	1	1	1
Utilities Servicer	3	3	3
Meter Reader	4	4	4
Meter Reader (Part-time)	1	1	0
	<u>12</u>	<u>12</u>	<u>11</u>

PERSONNEL SCHEDULE Treasury	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>125</u>			
Treasury Supervisor	1	0	0
Revenue Supervisor	1	1	1
Account Technician, Senior	1.75	1.75	1.75
Account Technician	1	1	1
Account Representative	5	5	5
Account Representative (Part-time)	2	2	2
Office Assistant/Switchboard	1	1	1
	<u>12.75</u>	<u>11.75</u>	<u>11.75</u>

Public Works Department

PERSONNEL SCHEDULE Public Works Administration	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>341</u>			
Public Works Director	1	1	1
Public Works Engineer	0	0	<u>1</u>
Secretary, Senior	0.5	0.5	0.5
	<u>1.5</u>	<u>1.5</u>	1.5 <u>2.5</u>

PERSONNEL SCHEDULE Municipal Facilities	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>014</u>			
Municipal Facilities Superintendent	1	1	1
Secretary, Senior	0.5	0.5	0.5
Municipal Facilities Worker, Senior	1	1	1
Municipal Facilities Worker	2	2	3
Municipal Facilities Assistant	2	2	1
	<u>6.5</u>	<u>6.5</u>	<u>6.5</u>

PERSONNEL SCHEDULE Traffic Control	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>234</u>			
Street Superintendent	0.25	0.25	0.25
Secretary, Senior	0.5	0.5	0.5
Equipment Operator, Senior	2	2	2
Crew Worker, Senior	1	1	2
Crew Worker	3	3	2
	<u>6.75</u>	<u>6.75</u>	<u>6.75</u>

PERSONNEL SCHEDULE Central Garage	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>366</u>			
Garage Superintendent	1	1	1
Account Clerk	1	1	1
Vehicle Mechanic	5	5	5
Vehicle Servicer	1	1	1
Vehicle Servicer Helper	1	1	1
	<u>9</u>	<u>9</u>	<u>9</u>

Total Authorized Positions by Fund

	Fiscal Year			Fiscal Year			Fiscal Year		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
	Full-Time			Part-Time			Temporary/Seasonal/On-Call/Reserve		
General Fund									
Administration	23.00	22.00	<u>22.00</u> 23.00	1.00	1.00	0.00	0.00	1.00	1.00
Finance	33.00	32.00	<u>28.00</u> 27.00	4.00	4.00	3.00	0.00	0.00	0.00
Information Technology	0.00	0.00	6.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire	62.00	62.00	62.00	0.00	0.00	0.00	0.00	0.00	0.00
Parks & Recreation	14.00	14.00	14.00	2.00	2.00	2.00	22.00	22.00	22.00
Police	69.75	69.75	69.75	4.00	4.00	3.00	4.00	4.00	4.00
Public Works	23.75	23.75	<u>24.75</u> 23.75	0.00	0.00	0.00	0.00	0.00	0.00
General Fund Total	225.50	223.50	<u>226.50</u> 225.50	11.00	11.00	8.00	26.00	27.00	27.00
Gas System	26.00	26.00	26.00	0.00	0.00	0.00	2.00	4.00	2.00
Cemetery	4.00	4.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Way Improvement	11.75	11.75	11.75	0.00	0.00	0.00	0.00	0.00	0.00
Mass Transit	14.00	14.00	13.00	2.00	2.00	2.00	1.00	3.00	3.00
Sanitation	18.50	18.50	18.50	0.00	0.00	0.00	2.00	3.00	3.00
Communications	15.25	15.25	16.25	0.00	0.00	0.00	4.00	4.00	4.00
GRAND TOTAL	315.00	313.00	<u>316.00</u> 315.00	13.00	13.00	10.00	35.00	41.00	39.00

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
A			
0301	7	Account Clerk	N
0306	9	Account Representative	N
0304	11	Account Technician	N
0305	14	Account Technician, Senior	N
0314	35	Accounting Manager	E
0307	9	Administrative Clerk	N
0063	14	Administrative Secretary	N
0230	33	Applications Programming Manager	E
0315	36	Assistant Finance Director	E
1110	27	Assistant Fire Chief	N
B			
0062	14	Benefits Coordinator	N
3701	10	Bus Operator	N
4204	10	Bus Preventive Maintenance Technician	N
C			
7001	3	Cashier-Recreation	N
0020	25	City Clerk	E
2320	37	City Engineer	E
1210	30	Code Administrator	E
1204	16	Code Inspector	N
1208	24	Code Inspector, Senior	N
1302	12	Communications Officer	N
1304	13	Communications Officer, Lead	N
1311	22	Communications Supervisor	E
8100	16	Community Development Specialist	N
4003	6	Crew Worker	N
4004	9	Crew Worker, Senior	N
6000	3	Custodial Worker	N
D			
0201	8	Data Entry Operator	N
1016	35	Deputy Police Chief	E
1203	16	Development Liaison	N
0321	47	Director, Finance	E
3020	45	Director, Gas System	E
0520	38	Director, Human Resources	E
E			
2310	31	Engineer	E
2302	24	Engineering Assistant	E
3104	13	Engineering Technician	N
4040	9	Equipment Operator	N
4041	11	Equipment Operator, Senior	N
0010	17	Executive Assistant	N
8020	21	Executive Director, Human Relations Commission	E

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
F			
1106	20	Fire Captain	N
1120	43	Fire Chief	E
1103	15.5	Fire Driver - Engineer	N
1104	18	Fire Lieutenant	N
1102	13.5	Firefighter	N
1100	13.5	Firefighter-In-Training (hourly)	N
1101	13.5	Firefighter-In-Training (shift)	N
G			
4106	28	Garage Superintendent	E
3004	21	Gas Construction Supervisor	N
3002	17	Gas Distribution Crew Leader	N
3008	33	Gas Distribution Engineer	E
3006	30	Gas Distribution Superintendent	E
3005	11	Gas Distribution Technician	N
3105	12	Gas Measurement Technician	N
3010	37	Gas Operations Manager	E
3108	14	Gas Servicer	N
3003	20	Gas System Analyst	N
3001	12	Gas System Equipment Operator	N
3012	9	Gas System Worker	N
3110	21	Gas Technical Supervisor	N
4006	9	Golf Course Maintenance Worker	N
4010	18	Golf Course Manager	E
4000	5	Grounds/Maintenance Worker	N
H			
4043	14	Heavy Equipment Operator	N
4044	15	Heavy Equipment Operator, Senior	N
0510	17	Human Resources Specialist	N
0063	14	HWU Administrative Assistant	N
4341	21	HWU Assistant Utility System Superintendent	E
4339	33	HWU Automation Manager	E
4338	21	HWU Automation Specialist	N
4308	37	HWU Chief Engineer	E
4343	43	HWU Chief Financial Officer	E
4303	17	HWU Construction Crew Leader	N
4337	18	HWU Construction Inspector	N
4329	30	HWU Construction Superintendent	E
4310	42	HWU Director of Field Operations	E
4357	38	HWU Director of Plant Operations	E
3104	13	HWU Engineering Technician	N
4355	16	HWU Environmental Compliance & Pretreatment Coordinator	N
4340	17	HWU GIS Analyst	N
4339	30	HWU GIS Manager	E
4331	33	HWU Information System Manager	E
0302	10	HWU Inventory Control Technician	N
4350	15	HWU Laboratory Technician	N
4335	20	HWU Maintenance Team Leader	N
4325	10	HWU Maintenance Technician I	N
4326	14	HWU Maintenance Technician II	N

City of Henderson, Kentucky Job Classifications & Grades

<u>Code</u>	<u>Grade</u>	<u>Classification Title</u>	<u>FLSA</u>
4327	18	HWU Maintenance Technician, Senior	N
4206	14	HWU Mechanic	N
4314	31	HWU Projects & Compliance Manager	E
4328	25	HWU Purchasing Manager	E
4307	20	HWU Safety & Training Coordinator	N
0060	9	HWU Secretary	N
0061	11	HWU Secretary, Senior	N
4306	9	HWU (SOC) Secretary	N
4305	11	HWU (SOC) Secretary, Senior	N
4342	6	HWU Sludge Press Operator	N
4313	13	HWU Utility Locator/Geospatial Technician	N
4302	17	HWU Utility System Crew Leader	N
4304	17	HWU Utility System Specialist	N
4311	30	HWU Utility System Superintendent	E
4312	9	HWU Utility System Worker I	N
4315	11	HWU Utility System Worker II	N
4319	14	HWU Utility System Worker III	N
4334	21	HWU Wastewater Treatment Operator Chief	N
4330	10	HWU Wastewater Treatment Operator I	N
4326	16	HWU Wastewater Treatment Operator II	N
4356	17	HWU Water Quality Specialist	N
4333	21	HWU Water Treatment Operator Chief	N
4321	10	HWU Water Treatment Operator I	N
4334	18	HWU Water Treatment Operator II	N
3100	16	HWU Welder/Fabricator	N
I			
0210	13	Information Technology Operations Technician	N
0302	10	Inventory Control Technician	N
L			
4007	7	Landscape Technician	N
0064	13	Legal Secretary	N
M			
3100	16	Maintenance Welder	N
3304	9	Meter Reader	N
6102	8	Municipal Facilities Assistant	N
6110	31	Municipal Facilities Superintendent	E
6104	13	Municipal Facilities Worker	N
6106	15	Municipal Facilities Worker, Senior	N
N			
0213	22	Network Administrator	N
O			
0390	14	Occupational Tax Representative, Senior	N
0391	9	Occupational Tax Representative	N
0112	7	Office Assistant	N

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
P			
1000	7	Parking Enforcement Officer	N
4101	21	Parks and Cemeteries Superintendent	E
0215	16	PC Support Specialist	N
1020	44	Police Chief	E
1012	22	Police Lieutenant	E
1014	27	Police Major	E
1004	13.5	Police Officer	N
1008	18	Police Sergeant	N
0221	24	Programmer/Analyst	N
1202	12	Property Maintenance Inspector	N
<u>4117</u>	<u>31</u>	<u>Public Works Engineer</u>	<u>E</u>
R			
1306	17	Radio Network Systems Technician	N
7005	8	Recreation Center Worker	N
7006	15	Recreation Facilities Supervisor	E
7010	23	Recreation Program Manager	E
0311	17	Revenue Supervisor	N
S			
0515	20	Safety & Training Coordinator	N
4108	30	Sanitation Superintendent	E
4001	5	Sanitation Worker	N
4002	6	Sanitation Worker, Senior	N
4009	9	Scale Operator	N
1001	3	School Crossing Guard	N
0060	9	Secretary	N
0061	11	Secretary, Senior	N
4110	30	Street Superintendent	E
0212	17	System Administrator	N
T			
4211	16	Transit Mechanic Supervisor	N
3711	30	Transit Superintendent	E
U			
3308	17	Utility Billing Supervisor	N
3303	12	Utilities Servicer	N
V			
4206	14	Vehicle Mechanic	N
4203	8	Vehicle Servicer	N
4202	6	Vehicle Servicer Helper	N

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
7001	3	Cashier-Recreation	N
6000	3	Custodial Worker	N
1001	3	School Crossing Guard	N
4000	5	Grounds/Maintenance Worker	N
4001	5	Sanitation Worker	N
4003	6	Crew Worker	N
4342	6	HWU Sludge Press Operator	N
4002	6	Sanitation Worker, Senior	N
4202	6	Vehicle Servicer Helper	N
0301	7	Account Clerk	N
4007	7	Landscape Technician	N
0112	7	Office Assistant	N
1000	7	Parking Enforcement Officer	N
0201	8	Data Entry Operator	N
6102	8	Municipal Facilities Assistant	N
7005	8	Recreation Center Worker	N
4203	8	Vehicle Servicer	N
0306	9	Account Representative	N
0307	9	Administrative Clerk	N
4004	9	Crew Worker, Senior	N
4040	9	Equipment Operator	N
3012	9	Gas System Worker	N
4006	9	Golf Course Maintenance Worker	N
4306	9	HWU (SOC) Secretary	N
0060	9	HWU Secretary	N
4312	9	HWU Utility System Worker I	N
3304	9	Meter Reader	N
0391	9	Occupational Tax Representative	N
4009	9	Scale Operator	N
0060	9	Secretary	N
3701	10	Bus Operator	N
4204	10	Bus Preventive Maintenance Technician	N
0302	10	HWU Inventory Control Technician	N
4325	10	HWU Maintenance Technician I	N
4330	10	HWU Wastewater Treatment Operator I	N
4321	10	HWU Water Treatment Operator I	N
0302	10	Inventory Control Technician	N
0304	11	Account Technician	N
4041	11	Equipment Operator, Senior	N
3005	11	Gas Distribution Technician	N
4305	11	HWU (SOC) Secretary, Senior	N
0061	11	HWU Secretary, Senior	N
4315	11	HWU Utility System Worker II	N
0061	11	Secretary, Senior	N
1302	12	Communications Officer	N
3105	12	Gas Measurement Technician	N
3001	12	Gas System Equipment Operator	N
1202	12	Property Maintenance Inspector	N
3303	12	Utilities Servicer	N

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
1304	13	Communications Officer, Lead	N
3104	13	Engineering Technician	N
3104	13	HWU Engineering Technician	N
4313	13	HWU Utility Locator/Geospatial Technician	N
0210	13	Information Technology Operations Technician	N
0064	13	Legal Secretary	N
6104	13	Municipal Facilities Worker	N
1102	13.5	Firefighter	N
1100	13.5	Firefighter-In-Training (hourly)	N
1101	13.5	Firefighter-In-Training (shift)	N
1004	13.5	Police Officer	N
0305	14	Account Technician, Senior	N
0063	14	Administrative Secretary	N
0062	14	Benefits Coordinator	N
3108	14	Gas Servicer	N
4043	14	Heavy Equipment Operator	N
0063	14	HWU Administrative Assistant	N
4326	14	HWU Maintenance Technician II	N
4206	14	HWU Mechanic	N
4319	14	HWU Utility System Worker III	N
0390	14	Occupational Tax Representative, Senior	N
4206	14	Vehicle Mechanic	N
4044	15	Heavy Equipment Operator, Senior	N
4350	15	HWU Laboratory Technician	N
6106	15	Municipal Facilities Worker, Senior	N
7006	15	Recreation Facilities Supervisor	E
1103	15.5	Fire Driver - Engineer	N
1204	16	Code Inspector	N
8100	16	Community Development Specialist	N
1203	16	Development Liaison	N
4355	16	HWU Environmental Compliance & Pretreatment Coordinator	N
4326	16	HWU Wastewater Treatment Operator II	N
3100	16	HWU Welder/Fabricator	N
3100	16	Maintenance Welder	N
0215	16	PC Support Specialist	N
4211	16	Transit Mechanic Supervisor	N
0010	17	Executive Assistant	N
3002	17	Gas Distribution Crew Leader	N
0510	17	Human Resources Specialist	N
4303	17	HWU Construction Crew Leader	N
4340	17	HWU GIS Analyst	N
4302	17	HWU Utility System Crew Leader	N
4304	17	HWU Utility System Specialist	N
4356	17	HWU Water Quality Specialist	N
1306	17	Radio Network Systems Technician	N
0311	17	Revenue Supervisor	N
0212	17	System Administrator	N
3308	17	Utility Billing Supervisor	N

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
1104	18	Fire Lieutenant	N
4010	18	Golf Course Manager	E
4337	18	HWU Construction Inspector	N
4327	18	HWU Maintenance Technician, Senior	N
4334	18	HWU Water Treatment Operator II	N
1008	18	Police Sergeant	N
1106	20	Fire Captain	N
3003	20	Gas System Analyst	N
4335	20	HWU Maintenance Team Leader	N
4307	20	HWU Safety & Training Coordinator	N
0515	20	Safety & Training Coordinator	N
8020	21	Executive Director, Human Relations Commission	E
3004	21	Gas Construction Supervisor	N
3110	21	Gas Technical Supervisor	N
4341	21	HWU Assistant Utility System Superintendent	E
4338	21	HWU Automation Specialist	N
4334	21	HWU Wastewater Treatment Operator Chief	N
4333	21	HWU Water Treatment Operator Chief	N
4101	21	Parks and Cemeteries Superintendent	E
1311	22	Communications Supervisor	E
0213	22	Network Administrator	N
1012	22	Police Lieutenant	E
7010	23	Recreation Program Manager	E
1208	24	Code Inspector, Senior	N
2302	24	Engineering Assistant	E
0221	24	Programmer/Analyst	N
0020	25	City Clerk	E
4328	25	HWU Purchasing Manager	E
1110	27	Assistant Fire Chief	N
1014	27	Police Major	E
4106	28	Garage Superintendent	E
1210	30	Code Administrator	E
3006	30	Gas Distribution Superintendent	E
4329	30	HWU Construction Superintendent	E
4339	30	HWU GIS Manager	E
4311	30	HWU Utility System Superintendent	E
4108	30	Sanitation Superintendent	E
4110	30	Street Superintendent	E
3711	30	Transit Superintendent	E
2310	31	Engineer	E
4314	31	HWU Projects & Compliance Manager	E
6110	31	Municipal Facilities Superintendent	E
<u>4117</u>	<u>31</u>	<u>Public Works Engineer</u>	<u>E</u>
0230	33	Applications Programming Manager	E
3008	33	Gas Distribution Engineer	E
4339	33	HWU Automation Manager	E
4331	33	HWU Information System Manager	E
0314	35	Accounting Manager	E
1016	35	Deputy Police Chief	E
0315	36	Assistant Finance Director	E

**City of Henderson, Kentucky
Job Classifications & Grades**

Code	Grade	Classification Title	<u>FLSA</u>
2320	37	City Engineer	E
3010	37	Gas Operations Manager	E
4308	37	HWU Chief Engineer	E
0520	38	Director, Human Resources	E
4357	38	HWU Director of Plant Operations	E
4310	42	HWU Director of Field Operations	E
1120	43	Fire Chief	E
4343	43	HWU Chief Financial Officer	E
1020	44	Police Chief	E
3020	45	Director, Gas System	E
0321	47	Director, Finance	E

City Commission Memorandum
16-63

March 16, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: Revised — Job Classification and Pay Plan Amendment and Amending Budgeted Positions of the FY16 Budget Ordinance

As you know, there were questions raised at the March 8, 2016 regular meeting relating to the proposed reclassification of the Engineering Assistant position. This ordinance reflects changes made to the original request based on discussion at that meeting.

The attached Interdepartmental Memorandum from Assistant City Manager William L. Newman Jr. details the additional job duties and reassessment of the proposed reclassification from a grade 24 to a Public Works Engineer position, grade 30, to better reflect similar job classifications, duties, education level and responsibilities. It is further proposed that the position be transferred from the Engineering division in the administration department to the Administration division of Public Works for better work flow and communication.

Other changes as discussed at the February Work session include:

- a. Deleting one Code Inspector, Senior position and adding one Code Inspector position in the Code Enforcement division; and
- b. Adding a (Temporary) Assistant Finance Director position in the Finance Administration division.

The original tabled ordinance has been included in the agenda under separate cover.

c: Buzzy Newman
Connie Galloway
Robert Gunter

Interdepartmental Memorandum

(revised)

March 16, 2016

TO: Russell Sights, City Manager
Connie Galloway, Human Resources Director

FROM: William L. Newman, Jr., Assistant City Manager 

SUBJECT: Mid-Year Budget – Personnel Changes

Two personnel changes are being requested for approval at the mid-year budget amendment.

In the Code division, currently there is a vacant position of Code Inspector, Sr. With the pending retirement of the Code Administrator, it is vital that the Code division have a certified Code Inspector in place before his departure. The difference between the senior position and the inspector position is the electrical inspector certification. It is the intent to contract out the electrical inspection services; therefore, a Code Inspector with the minimum requirements of a Level 1 and 2 is required. The position will require attainment of the Level 3 certification within one (1) year of employment. Approval is requested to eliminate the Code Inspector Senior position and replace it with a Code Inspector.

In the Engineering Department, it is requested that the Engineering Assistant position be reclassified and transferred to the Public Works Department with the title of Public Works Engineer.

This position will be responsible for an estimated \$600,000 for street paving and concrete repairs. The duties include annual roadway inspections, coordination of various contractors and subcontractors as well as Public Works personnel to complete the program, and documentation of activities in the MicroPaver program. Other duties that may be assigned would include special projects like new sidewalk construction, drainage improvements, and coordination with Henderson Water Utility on their capital improvement program (i.e., Countryview Subdivision Drainage Project and Craig Drive water line replacement project). This position will also be assigned to the new Municipal Services Center building project during construction and will be the on-site engineer representing the City's interests.

We have revisited the proposed classification as requested and after reviewing positions of similar job duties and responsibilities across City and HWU departments, it is recommended that the new position classification be at the same pay grade level (grade 30) as the Street, Sanitation, Gas Distribution and HWU Construction "Superintendent" classifications. Each have similar job duties and responsibility; however, the Public Works Engineer position will require a B.S. degree in Engineering whereas the other positions in this classification do not require this level of educational requirement.

ORDINANCE NO. _____

ORDINANCE AMENDING JOB CLASSIFICATIONS AND PAY PLAN
AND BUDGETED POSITIONS

SUMMARY: ORDINANCE AMENDING JOB CLASSIFICATIONS AND PAY PLAN BY ADDING ONE PUBLIC WORKS ENGINEER POSITION IN THE ADMINISTRATION DIVISION OF THE PUBLIC WORKS DEPARTMENT, AND AMENDING THE AMENDED FISCAL 2016 BUDGET TO CHANGE THE NUMBER AND CLASSIFICATIONS OF CITY EMPLOYEES AS RECITED IN THE ANNUAL AMENDED BUDGET

WHEREAS, Ordinance No. 19-15, as amended, adopted a job classification and pay plan; and

WHEREAS, following an assessment, it has been determined necessary and advisable to modify the plan; and

WHEREAS, the modification of the job classifications and pay plan, necessitates an amendment to the Annual (Amended) Budget to reflect the change in the number and classifications of City Employees; and

WHEREAS, the City Manager recommends the modifications as proposed.

NOW, THEREFORE, BE IT ORDAINED by the City of Henderson, Kentucky, that the City's job classifications and pay plan is amended to add the following position:

<u>Grade:</u>	<u>Classified Title:</u>	<u>Class Code:</u>
30	Public Works Engineer	4117

BE IT FURTHER ORDAINED, that the Budgeted Positions and Job Classifications of the 2016-2017 Codes Division Budget is hereby amended by adding one (1) Code Inspector position and deleting one Code Inspector Senior position, by adding a Temporary Assistant Finance Director position in the Finance Administration Division, and by adding one (1) Public Works Engineer position in the Administration Division of the Public Works Department, as shown on the list of the City's Budgeted positions, a copy of which is attached hereto and made a part hereof by reference.

All ordinances or parts of ordinances in conflict herewith are hereby repealed and superseded to the extent of such conflict.

This ordinance shall become effective upon its legal adoption.

On first reading of the foregoing ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted on its first reading.

On roll call the vote stood:

Commissioner Hite _____	Commissioner Johnston _____
Commissioner Royster _____	Mayor Austin _____
Commissioner Mills _____	

WHEREUPON, Mayor Austin declared the ordinance adopted on first reading and ordered that it be presented for a second reading at a meeting of the Board of Commissioners.

On second reading of the ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted.

WHEREUPON, the vote was called. On roll call the vote stood:

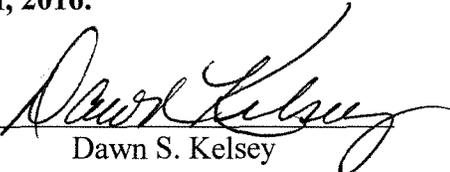
Commissioner Royster _____	Commissioner Hite _____
Commissioner Mills _____	Mayor Austin _____
Commissioner Johnston _____	

WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date and ordered that it be recorded.

ATTEST: _____
 Steve Austin, Mayor
 Date: _____

Maree Collins, City Clerk

APPROVED AS TO FORM AND
LEGALITY THIS 16 DAY OF
MARCH, 2016.

By: 
Dawn S. Kelsey
City Attorney

Administration Department

PERSONNEL SCHEDULE City Manager	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>011</u>			
City Manager	1	1	1
Assistant City Manager	1	1	1
Executive Assistant	1	1	1
Administrative Secretary	1	1	1
Public Information Specialist (Part-time)	0	0	0
Public Information Officer	0	0	1
	4	4	5

PERSONNEL SCHEDULE City Attorney	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>012</u>			
City Attorney	1	1	1
Staff Attorney	1	1	0
Legal Secretary	1	1	1
	3	3	2

PERSONNEL SCHEDULE City Clerk	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>013</u>			
City Clerk	1	1	1
	1	1	1

PERSONNEL SCHEDULE Human Relations	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>016</u>			
Executive Director, Human Rights Commission	1	1	1
	1	1	1

PERSONNEL SCHEDULE Community Development	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>017</u>			
Code Administrator	0.3	0.3	0.3
Community Development Specialist	1	1	1
	1.3	1.3	1.3

Administration Department

PERSONNEL SCHEDULE Human Resources	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>124</u>			
Human Resources Director	1	1	1
Human Resources Specialist	1	1	1
Human Resources Assistant	1	1	0
Safety & Training Coordinator	2	1	1
Benefits Coordinator	1	1	2
	6	5	5

PERSONNEL SCHEDULE Code Enforcement	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>233</u>			
Code Administrator	0.7	0.7	0.7
Code Inspector, Senior	1	1	+ 0
Development Liaison	1	1	1
Code Inspector	2	2	+ 2
Property Maintenance Inspector	0	0	1
Secretary	1	1	1
Office Assistant (Part-time)	1	1	0
	6.7	6.7	5.7

PERSONNEL SCHEDULE Engineering	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>377</u>			
Engineer	1	1	1
Engineering Assistant	1	1	+ 0
Seasonal Engineering Intern	0	0	1
	2	2	3 2

Finance Department

PERSONNEL SCHEDULE Finance Administration	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>121</u>			
Finance Director	1	1	1
Assistant Finance Director	1	1	1
<u>Assistant Finance Director (Temporary)</u>	0	0	<u>1</u>
Administrative Secretary	1	1	1
Administrative Clerk	1	1	1
Occupational Tax Representative, Senior	1	1	1
Occupational Tax Representative, (Part-time)	1	1	1
Account Technician, Senior	0.25	0.25	1.25
	6.25	6.25	7.25 <u>8.25</u>

PERSONNEL SCHEDULE Accounting	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>123</u>			
Accounting Manager	1	1	1
Account Technician	2	2	2
Utility Billing Supervisor	1	1	1
Utilities Servicer	3	3	3
Meter Reader	4	4	4
Meter Reader (Part-time)	1	1	0
	12	12	11

PERSONNEL SCHEDULE Treasury	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>125</u>			
Treasury Supervisor	1	0	0
Revenue Supervisor	1	1	1
Account Technician, Senior	1.75	1.75	1.75
Account Technician	1	1	1
Account Representative	5	5	5
Account Representative (Part-time)	2	2	2
Office Assistant/Switchboard	1	1	1
	12.75	11.75	11.75

Public Works Department

PERSONNEL SCHEDULE Public Works Administration	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>341</u>			
Public Works Director	1	1	1
<u>Public Works Engineer</u>	0	0	<u>1</u>
Secretary, Senior	0.5	0.5	0.5
	1.5	1.5	1.5 <u>2.5</u>

PERSONNEL SCHEDULE Municipal Facilities	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>014</u>			
Municipal Facilities Superintendent	1	1	1
Secretary, Senior	0.5	0.5	0.5
Municipal Facilities Worker, Senior	1	1	1
Municipal Facilities Worker	2	2	3
Municipal Facilities Assistant	2	2	1
	6.5	6.5	6.5

PERSONNEL SCHEDULE Traffic Control	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>234</u>			
Street Superintendent	0.25	0.25	0.25
Secretary, Senior	0.5	0.5	0.5
Equipment Operator, Senior	2	2	2
Crew Worker, Senior	1	1	2
Crew Worker	3	3	2
	6.75	6.75	6.75

PERSONNEL SCHEDULE Central Garage	Authorized Positions		
	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016
<u>366</u>			
Garage Superintendent	1	1	1
Account Clerk	1	1	1
Vehicle Mechanic	5	5	5
Vehicle Servicer	1	1	1
Vehicle Servicer Helper	1	1	1
	9	9	9

Total Authorized Positions by Fund

	Fiscal Year			Fiscal Year			Fiscal Year		
	2014	2015	2016	2014	2015	2016	2014	2015	2016
	Full-Time			Part-Time			Temporary/Seasonal/On-Call/Reserve		
General Fund									
Administration	23.00	22.00	23.00 <u>22.00</u>	1.00	1.00	0.00	0.00	1.00	1.00
Finance	33.00	32.00	27.00 <u>28.00</u>	4.00	4.00	3.00	0.00	0.00	0.00
Information Technology	0.00	0.00	6.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire	62.00	62.00	62.00	0.00	0.00	0.00	0.00	0.00	0.00
Parks & Recreation	14.00	14.00	14.00	2.00	2.00	2.00	22.00	22.00	22.00
Police	69.75	69.75	69.75	4.00	4.00	3.00	4.00	4.00	4.00
Public Works	23.75	23.75	23.75 <u>24.75</u>	0.00	0.00	0.00	0.00	0.00	0.00
General Fund Total	225.50	223.50	225.50 <u>226.50</u>	11.00	11.00	8.00	26.00	27.00	27.00
Gas System	26.00	26.00	26.00	0.00	0.00	0.00	2.00	4.00	2.00
Cemetery	4.00	4.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Way Improvement	11.75	11.75	11.75	0.00	0.00	0.00	0.00	0.00	0.00
Mass Transit	14.00	14.00	13.00	2.00	2.00	2.00	1.00	3.00	3.00
Sanitation	18.50	18.50	18.50	0.00	0.00	0.00	2.00	3.00	3.00
Communications	15.25	15.25	16.25	0.00	0.00	0.00	4.00	4.00	4.00
GRAND TOTAL	315.00	313.00	315.00 <u>316.00</u>	13.00	13.00	10.00	35.00	41.00	39.00

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
A			
0301	7	Account Clerk	N
0306	9	Account Representative	N
0304	11	Account Technician	N
0305	14	Account Technician, Senior	N
0314	35	Accounting Manager	E
0307	9	Administrative Clerk	N
0063	14	Administrative Secretary	N
0230	33	Applications Programming Manager	E
0315	36	Assistant Finance Director	E
1110	27	Assistant Fire Chief	N
B			
0062	14	Benefits Coordinator	N
3701	10	Bus Operator	N
4204	10	Bus Preventive Maintenance Technician	N
C			
7001	3	Cashier-Recreation	N
0020	25	City Clerk	E
2320	37	City Engineer	E
1210	30	Code Administrator	E
1204	16	Code Inspector	N
1208	24	Code Inspector, Senior	N
1302	12	Communications Officer	N
1304	13	Communications Officer, Lead	N
1311	22	Communications Supervisor	E
8100	16	Community Development Specialist	N
4003	6	Crew Worker	N
4004	9	Crew Worker, Senior	N
6000	3	Custodial Worker	N
D			
0201	8	Data Entry Operator	N
1016	35	Deputy Police Chief	E
1203	16	Development Liaison	N
0321	47	Director, Finance	E
3020	45	Director, Gas System	E
0520	38	Director, Human Resources	E
E			
2310	31	Engineer	E
2302	24	Engineering Assistant	E
3104	13	Engineering Technician	N
4040	9	Equipment Operator	N
4041	11	Equipment Operator, Senior	N
0010	17	Executive Assistant	N
8020	21	Executive Director, Human Relations Commission	E

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
F			
1106	20	Fire Captain	N
1120	43	Fire Chief	E
1103	15.5	Fire Driver - Engineer	N
1104	18	Fire Lieutenant	N
1102	13.5	Firefighter	N
1100	13.5	Firefighter-In-Training (hourly)	N
1101	13.5	Firefighter-In-Training (shift)	N
G			
4106	28	Garage Superintendent	E
3004	21	Gas Construction Supervisor	N
3002	17	Gas Distribution Crew Leader	N
3008	33	Gas Distribution Engineer	E
3006	30	Gas Distribution Superintendent	E
3005	11	Gas Distribution Technician	N
3105	12	Gas Measurement Technician	N
3010	37	Gas Operations Manager	E
3108	14	Gas Servicer	N
3003	20	Gas System Analyst	N
3001	12	Gas System Equipment Operator	N
3012	9	Gas System Worker	N
3110	21	Gas Technical Supervisor	N
4006	9	Golf Course Maintenance Worker	N
4010	18	Golf Course Manager	E
4000	5	Grounds/Maintenance Worker	N
H			
4043	14	Heavy Equipment Operator	N
4044	15	Heavy Equipment Operator, Senior	N
0510	17	Human Resources Specialist	N
0063	14	HWU Administrative Assistant	N
4341	21	HWU Assistant Utility System Superintendent	E
4339	33	HWU Automation Manager	E
4338	21	HWU Automation Specialist	N
4308	37	HWU Chief Engineer	E
4343	43	HWU Chief Financial Officer	E
4303	17	HWU Construction Crew Leader	N
4337	18	HWU Construction Inspector	N
4329	30	HWU Construction Superintendent	E
4310	42	HWU Director of Field Operations	E
4357	38	HWU Director of Plant Operations	E
3104	13	HWU Engineering Technician	N
4355	16	HWU Environmental Compliance & Pretreatment Coordinator	N
4340	17	HWU GIS Analyst	N
4339	30	HWU GIS Manager	E
4331	33	HWU Information System Manager	E
0302	10	HWU Inventory Control Technician	N
4350	15	HWU Laboratory Technician	N
4335	20	HWU Maintenance Team Leader	N
4325	10	HWU Maintenance Technician I	N
4326	14	HWU Maintenance Technician II	N

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
4327	18	HWU Maintenance Technician, Senior	N
4206	14	HWU Mechanic	N
4314	31	HWU Projects & Compliance Manager	E
4328	25	HWU Purchasing Manager	E
4307	20	HWU Safety & Training Coordinator	N
0060	9	HWU Secretary	N
0061	11	HWU Secretary, Senior	N
4306	9	HWU (SOC) Secretary	N
4305	11	HWU (SOC) Secretary, Senior	N
4342	6	HWU Sludge Press Operator	N
4313	13	HWU Utility Locator/Geospatial Technician	N
4302	17	HWU Utility System Crew Leader	N
4304	17	HWU Utility System Specialist	N
4311	30	HWU Utility System Superintendent	E
4312	9	HWU Utility System Worker I	N
4315	11	HWU Utility System Worker II	N
4319	14	HWU Utility System Worker III	N
4334	21	HWU Wastewater Treatment Operator Chief	N
4330	10	HWU Wastewater Treatment Operator I	N
4326	16	HWU Wastewater Treatment Operator II	N
4356	17	HWU Water Quality Specialist	N
4333	21	HWU Water Treatment Operator Chief	N
4321	10	HWU Water Treatment Operator I	N
4334	18	HWU Water Treatment Operator II	N
3100	16	HWU Welder/Fabricator	N
I			
0210	13	Information Technology Operations Technician	N
0302	10	Inventory Control Technician	N
L			
4007	7	Landscape Technician	N
0064	13	Legal Secretary	N
M			
3100	16	Maintenance Welder	N
3304	9	Meter Reader	N
6102	8	Municipal Facilities Assistant	N
6110	31	Municipal Facilities Superintendent	E
6104	13	Municipal Facilities Worker	N
6106	15	Municipal Facilities Worker, Senior	N
N			
0213	22	Network Administrator	N
O			
0390	14	Occupational Tax Representative, Senior	N
0391	9	Occupational Tax Representative	N
0112	7	Office Assistant	N

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
P			
1000	7	Parking Enforcement Officer	N
4101	21	Parks and Cemeteries Superintendent	E
0215	16	PC Support Specialist	N
1020	44	Police Chief	E
1012	22	Police Lieutenant	E
1014	27	Police Major	E
1004	13.5	Police Officer	N
1008	18	Police Sergeant	N
0221	24	Programmer/Analyst	N
1202	12	Property Maintenance Inspector	N
<u>4117</u>	<u>30</u>	<u>Public Works Engineer</u>	<u>E</u>
R			
1306	17	Radio Network Systems Technician	N
7005	8	Recreation Center Worker	N
7006	15	Recreation Facilities Supervisor	E
7010	23	Recreation Program Manager	E
0311	17	Revenue Supervisor	N
S			
0515	20	Safety & Training Coordinator	N
4108	30	Sanitation Superintendent	E
4001	5	Sanitation Worker	N
4002	6	Sanitation Worker, Senior	N
4009	9	Scale Operator	N
1001	3	School Crossing Guard	N
0060	9	Secretary	N
0061	11	Secretary, Senior	N
4110	30	Street Superintendent	E
0212	17	System Administrator	N
T			
4211	16	Transit Mechanic Supervisor	N
3711	30	Transit Superintendent	E
U			
3308	17	Utility Billing Supervisor	N
3303	12	Utilities Servicer	N
V			
4206	14	Vehicle Mechanic	N
4203	8	Vehicle Servicer	N
4202	6	Vehicle Servicer Helper	N

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
7001	3	Cashier-Recreation	N
6000	3	Custodial Worker	N
1001	3	School Crossing Guard	N
4000	5	Grounds/Maintenance Worker	N
4001	5	Sanitation Worker	N
4003	6	Crew Worker	N
4342	6	HWU Sludge Press Operator	N
4002	6	Sanitation Worker, Senior	N
4202	6	Vehicle Servicer Helper	N
0301	7	Account Clerk	N
4007	7	Landscape Technician	N
0112	7	Office Assistant	N
1000	7	Parking Enforcement Officer	N
0201	8	Data Entry Operator	N
6102	8	Municipal Facilities Assistant	N
7005	8	Recreation Center Worker	N
4203	8	Vehicle Servicer	N
0306	9	Account Representative	N
0307	9	Administrative Clerk	N
4004	9	Crew Worker, Senior	N
4040	9	Equipment Operator	N
3012	9	Gas System Worker	N
4006	9	Golf Course Maintenance Worker	N
4306	9	HWU (SOC) Secretary	N
0060	9	HWU Secretary	N
4312	9	HWU Utility System Worker I	N
3304	9	Meter Reader	N
0391	9	Occupational Tax Representative	N
4009	9	Scale Operator	N
0060	9	Secretary	N
3701	10	Bus Operator	N
4204	10	Bus Preventive Maintenance Technician	N
0302	10	HWU Inventory Control Technician	N
4325	10	HWU Maintenance Technician I	N
4330	10	HWU Wastewater Treatment Operator I	N
4321	10	HWU Water Treatment Operator I	N
0302	10	Inventory Control Technician	N
0304	11	Account Technician	N
4041	11	Equipment Operator, Senior	N
3005	11	Gas Distribution Technician	N
4305	11	HWU (SOC) Secretary, Senior	N
0061	11	HWU Secretary, Senior	N
4315	11	HWU Utility System Worker II	N
0061	11	Secretary, Senior	N
1302	12	Communications Officer	N
3105	12	Gas Measurement Technician	N
3001	12	Gas System Equipment Operator	N
1202	12	Property Maintenance Inspector	N
3303	12	Utilities Servicer	N

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
1304	13	Communications Officer, Lead	N
3104	13	Engineering Technician	N
3104	13	HWU Engineering Technician	N
4313	13	HWU Utility Locator/Geospatial Technician	N
0210	13	Information Technology Operations Technician	N
0064	13	Legal Secretary	N
6104	13	Municipal Facilities Worker	N
1102	13.5	Firefighter	N
1100	13.5	Firefighter-In-Training (hourly)	N
1101	13.5	Firefighter-In-Training (shift)	N
1004	13.5	Police Officer	N
0305	14	Account Technician, Senior	N
0063	14	Administrative Secretary	N
0062	14	Benefits Coordinator	N
3108	14	Gas Servicer	N
4043	14	Heavy Equipment Operator	N
0063	14	HWU Administrative Assistant	N
4326	14	HWU Maintenance Technician II	N
4206	14	HWU Mechanic	N
4319	14	HWU Utility System Worker III	N
0390	14	Occupational Tax Representative, Senior	N
4206	14	Vehicle Mechanic	N
4044	15	Heavy Equipment Operator, Senior	N
4350	15	HWU Laboratory Technician	N
6106	15	Municipal Facilities Worker, Senior	N
7006	15	Recreation Facilities Supervisor	E
1103	15.5	Fire Driver - Engineer	N
1204	16	Code Inspector	N
8100	16	Community Development Specialist	N
1203	16	Development Liaison	N
4355	16	HWU Environmental Compliance & Pretreatment Coordinator	N
4326	16	HWU Wastewater Treatment Operator II	N
3100	16	HWU Welder/Fabricator	N
3100	16	Maintenance Welder	N
0215	16	PC Support Specialist	N
4211	16	Transit Mechanic Supervisor	N
0010	17	Executive Assistant	N
3002	17	Gas Distribution Crew Leader	N
0510	17	Human Resources Specialist	N
4303	17	HWU Construction Crew Leader	N
4340	17	HWU GIS Analyst	N
4302	17	HWU Utility System Crew Leader	N
4304	17	HWU Utility System Specialist	N
4356	17	HWU Water Quality Specialist	N
1306	17	Radio Network Systems Technician	N
0311	17	Revenue Supervisor	N
0212	17	System Administrator	N
3308	17	Utility Billing Supervisor	N

City of Henderson, Kentucky Job Classifications & Grades

<u>Code</u>	<u>Grade</u>	<u>Classification Title</u>	<u>FLSA</u>
1104	18	Fire Lieutenant	N
4010	18	Golf Course Manager	E
4337	18	HWU Construction Inspector	N
4327	18	HWU Maintenance Technician, Senior	N
4334	18	HWU Water Treatment Operator II	N
1008	18	Police Sergeant	N
1106	20	Fire Captain	N
3003	20	Gas System Analyst	N
4335	20	HWU Maintenance Team Leader	N
4307	20	HWU Safety & Training Coordinator	N
0515	20	Safety & Training Coordinator	N
8020	21	Executive Director, Human Relations Commission	E
3004	21	Gas Construction Supervisor	N
3110	21	Gas Technical Supervisor	N
4341	21	HWU Assistant Utility System Superintendent	E
4338	21	HWU Automation Specialist	N
4334	21	HWU Wastewater Treatment Operator Chief	N
4333	21	HWU Water Treatment Operator Chief	N
4101	21	Parks and Cemeteries Superintendent	E
1311	22	Communications Supervisor	E
0213	22	Network Administrator	N
1012	22	Police Lieutenant	E
7010	23	Recreation Program Manager	E
1208	24	Code Inspector, Senior	N
2302	24	Engineering Assistant	E
0221	24	Programmer/Analyst	N
0020	25	City Clerk	E
4328	25	HWU Purchasing Manager	E
1110	27	Assistant Fire Chief	N
1014	27	Police Major	E
4106	28	Garage Superintendent	E
1210	30	Code Administrator	E
3006	30	Gas Distribution Superintendent	E
4329	30	HWU Construction Superintendent	E
4339	30	HWU GIS Manager	E
4311	30	HWU Utility System Superintendent	E
<u>4117</u>	<u>30</u>	<u>Public Works Engineer</u>	<u>E</u>
4108	30	Sanitation Superintendent	E
4110	30	Street Superintendent	E
3711	30	Transit Superintendent	E
2310	31	Engineer	E
4314	31	HWU Projects & Compliance Manager	E
6110	31	Municipal Facilities Superintendent	E
0230	33	Applications Programming Manager	E
3008	33	Gas Distribution Engineer	E
4339	33	HWU Automation Manager	E
4331	33	HWU Information System Manager	E
0314	35	Accounting Manager	E
1016	35	Deputy Police Chief	E
0315	36	Assistant Finance Director	E

City of Henderson, Kentucky Job Classifications & Grades

Code	Grade	Classification Title	<u>FLSA</u>
2320	37	City Engineer	E
3010	37	Gas Operations Manager	E
4308	37	HWU Chief Engineer	E
0520	38	Director, Human Resources	E
4357	38	HWU Director of Plant Operations	E
4310	42	HWU Director of Field Operations	E
1120	43	Fire Chief	E
4343	43	HWU Chief Financial Officer	E
1020	44	Police Chief	E
3020	45	Director, Gas System	E
0321	47	Director, Finance	E

City Commission Memorandum
16-60

March 17, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: Amendment of Section 2-49 Assistant City Manager

An agenda item for the Tuesday, March 22, 2016, meeting is first reading of an ordinance amending Section 2-49, *Assistant city manager*, of Article III, *City manager*, Division 1, *Generally*, of Chapter 2, *Administration*, of the Code of Ordinances.

This change is a housekeeping action to bring the City's Code of Ordinances in conformity with current practice. The position currently participates in the International City/County Management Association retirement system (ICMA-RC) as stated in the employment contract.

Your approval of the attached ordinance is requested.

c: Connie Galloway
Robert Gunter

ORDINANCE NO. _____

ORDINANCE RELATING TO PERSONNEL

SUMMARY: ORDINANCE AMENDING SECTION 2-49., *ASSISTANT CITY MANAGER*, OF ARTICLE III, *CITY MANAGER*, DIVISION I, *GENERALLY*, OF CHAPTER 2, *ADMINISTRATION*, OF THE CITY'S CODE OF ORDINANCES

BE IT ORDAINED by the City of Henderson, Kentucky that Section 2-49, *Assistant City Manager*, of Article III *City Manage*, Division I, *Generally*, of Chapter 2, of the City's Code of Ordinances is hereby amended by deleting the following provision:

Sec. 2-49. Assistant City Manager.

(a) *Appointment.* The City Manager shall appoint an Assistant City Manager with the approval of the Board of Commissioners. The Board of Commissioners may accept or reject the appointment of the Assistant City Manager by the City Manager, but may not substitute their own nomination for that of the City Manager.

(b) *Status.* The Assistant City Manager shall be a non-civil service employee who shall report directly to the City Manager. He/she shall be an employee-at-will and may be disciplined up to a 40-hour suspension without pay by the City Manager however, all other disciplinary measures in excess of a 40-hour suspension without pay shall be approved by the Board of Commissioners upon recommendation of the City Manager.

~~[The Assistant City Manager shall participate in the CERS retirement system.]~~ His/her performance shall be reviewed annually by the City Manager, and he/she shall be eligible for annual merit and COLA increases to be determined by the City Manager with approval of the Board of Commissioners.

(c) *Duties generally.* The Assistant City Manager shall assist the City Manager in administering city affairs; assist in planning, directing, monitoring, and evaluating city programs and operations; investigate performance problems, make recommendations concerning city organization, management and services; plans, directs and coordinates operations and activities of various city divisions, including code enforcement, community development, and engineering divisions; and shall perform related duties as required, necessary or assigned.

All ordinances or parts of ordinances in conflict herewith are hereby repealed and superseded to the extent of such conflict.

This ordinance shall become effective upon its legal adoption.

On first reading of the foregoing ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted on its first reading. On roll call the vote stood:

Commissioner Hite _____ Commissioner Johnston _____
Commissioner Royster _____ Mayor Austin _____
Commissioner Mills _____

WHEREUPON, Mayor Lackey declared the ordinance adopted on first reading and ordered that it be presented for second reading at a meeting of the Board of Commissioners.

On second reading of the ordinance, it was moved by Commissioner _____, seconded by Commissioner _____, that the ordinance be adopted.

WHEREUPON, the vote was called. On roll call the vote stood:

Commissioner Royster _____ Commissioner Hite _____
Commissioner Mills _____ Mayor Austin _____
Commissioner Johnston _____

WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date and ordered that it be recorded.

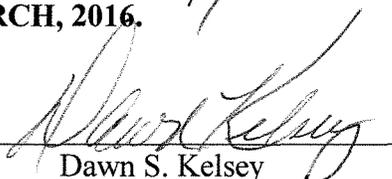
Steve Austin, Mayor

Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND LEGALITY THIS 17 DAY OF MARCH, 2016.

By: 
Dawn S. Kelsey
City Attorney

City Commission Memorandum
16-59

March 14, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager *RS*

SUBJECT: Purchase of Vehicles

The accompanying municipal order authorizes the purchase of three 2016 Nissan Frontier extended cab pick-up trucks from D-Patrick Inc., Evansville, Indiana in the low bid amount of \$59,043.75.

Bid packages were sent to 16 vendors, with four bids received. D-Patrick, Inc., Evansville, Indiana, submitted the low bid meeting specifications and is recommended accordingly.

All three of the trucks will be placed in the Finance department for use by utility servicers and meter readers replacing two Ford Rangers that have exceeded their useful life and one Ford F150 pickup truck that will be transferred to the Parks division.

Adequate funds are budgeted and available for the vehicles in the Fiscal 2016 budget. Your approval of the attached municipal order is requested

c: Paul Titzer
Robert Gunter

FINANCE DEPARTMENT MEMORANDUM
16-13

March 10, 2016

TO: Russell Sights, City Manager
FROM: Robert Gunter, Finance Director
SUBJECT: Meter Reader trucks

On Sunday, February 28, 2016, the City of Henderson advertised for sealed bids for three (3) pickup trucks. The City also sent bid packets to sixteen local dealerships and posted the bid on its website. Four bids were received and opened on March 9, 2016 with the lowest bid coming from D-Patrick Inc. of Evansville, IN for the amount of \$59,043.75.

The vehicle quoted in the bid is a 2016 Nissan Frontier with an extended cab. The bid has been reviewed by staff and has been determined to be acceptable. The trucks will be used by the meter readers and utility servicers. We will rotate out two older vehicles and replace one of the F-150s. The F-150 will be transferred to Parks. The fiscal 2016 budget includes \$63,000 for three vehicles.

Staff recommends accepting the low bid of \$59,043.75 from D-Patrick.



Robert Gunter

Enclosure

Cc John Stier, Accounting Manager

City of Henderson, Kentucky
Invitation to Bid

Bid Reference No. 16-11

SPECIAL CONDITIONS AND TECHNICAL SPECIFICATIONS

The City of Henderson is soliciting sealed bids for the below listed new vehicles.

Each bidder shall furnish specifications, length of warranty, list of all features and/or optional equipment and delivery time required after receipt of order.

All bid prices shall include delivery to the City of Henderson, Central Garage, 1131 Fifth Street, Henderson, Kentucky.

Bids shall remain valid for a period of **thirty (30)** days after bid opening.

Bid procedure questions may be directed to Paul Titzer, Assistant Finance Director, at 270-831-1290, ext. 2220.

Three (3) New 2016 Model Year Small Extended Cab Pickup

The following options shall be included in the bid price:

- 2 WD (two wheel drive)
- Engine, 2.5L min.
- Wheelbase less than 130"
- GVWR less than 5,900 pounds
- Automatic
- A/C
- Vinyl bucket or bench seats
- Rubberized floor covering
- Factory bed liner
- AM/FM radio
- Compact or full sized spare tire
- Backup camera
- Color: white

- End of Section -

MUNICIPAL ORDER _____

MUNICIPAL ORDER AWARDING BID FOR PURCHASE OF THREE (3) 2016 NISAN FRONTIER SMALL EXTENDED CAB PICK-UP TRUCKS TO D-PATRICK, INC. OF EVANSVILLE, INDIANA IN THE TOTAL AMOUNT OF \$59,043.75

WHEREAS, the City of Henderson has issued invitations to bid for the purchase of three (3) small extended cab pick-up trucks to be used by the Accounting Division; and

WHEREAS, bids were submitted to the City pursuant to said invitations, and were publicly opened on March 9, 2016, with D-Patrick, Inc. of Evansville, Indiana, submitting the best bid, which bid the City Manager recommends be accepted.

NOW, THEREFORE, BE IT ORDERED by the City of Henderson, Kentucky, that the recommendation of the City Manager is accepted, and award is hereby made to D-Patrick, Inc., 200 N. Green River Road, Evansville, Indiana 47715, for the purchase of three (3) Nisan Frontier small extended cab pick-up trucks in the total amount of \$59,043.75, in strict accordance with its bid as submitted pursuant to Bid Reference 16-11.

On motion of Commissioner _____, seconded by Commissioner _____, that the foregoing Resolution be adopted, the vote was called. On roll call the vote stood:

Commissioner Hite _____	Commissioner Johnston _____
Commissioner Royster _____	Mayor Austin _____
Commissioner Mills _____	

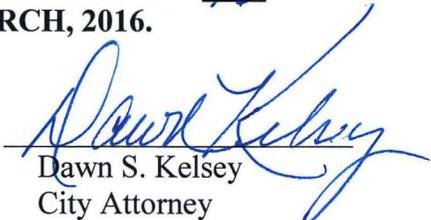
INTRODUCED, PUBLICLY READ AND FINALLY APPROVED ON ONE READING, this the ____ day of March, 2016.

Steve Austin, Mayor
Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND LEGALITY THIS 16 DAY OF MARCH, 2016.

By: 
Dawn S. Kelsey
City Attorney

City Commission Memorandum
16-64

March 17, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: Award of Contract for Renovation of Municipal Services Center

The accompanying municipal order authorizes the award of a contract to Danco Construction, Inc., Evansville, Indiana, for the renovation of the former Hugh Edward Sandefur Training Center and construction of new structures and site improvements for use as the new Municipal Services Center Complex.

The project calls for the renovation of the interior and exterior of the buildings to be used for offices, training space, work areas, and storage space/areas for multiple divisions of the Public Works and Gas departments as well as providing renovations to the parking areas and the construction of new structures and site improvements in the complex. Also included in the renovation work is space for a backup emergency dispatch center.

Sealed competitive bids were solicited, a mandatory pre-bid meeting was held on February 18, 2016, with 43 vendors consisting of contractors and sub-contractors participating. Eight bids were received with Danco submitting the lowest base bid of \$6,100,000.00. The bid materials were evaluated by our architectural firm, Hafer, and reviewed by City Staff and are detailed in the attached Interdepartmental Memorandum from Assistant City Manager William L. Newman, Jr. The recommended award includes accepting the low base bid plus the addition of \$279,845.00 for Alternates 1-5, and 8-10 for a total of \$6,379,845.00.

Representatives of our architectural team and Mr. Newman will be in attendance to answer any questions you may have. Your approval of the attached municipal order is requested.

c: Buzzy Newman
Owen Reeves
Brian Williams
Robert Gunter
Charles Stauffer

Interdepartmental Memorandum

March 16, 2016

TO: Russell R. Sights, City Manager
FROM: William L. Newman, Jr., Assistant City Manager *WLN*
SUBJECT: Municipal Services Center Bid Award

The following information has been reviewed and evaluated by Hafer, Dylan Ward and me.

- Hafer recommendation
- Bid tabulation
- Bid proposal by Danco
- Bid criteria
- Budget versus actual

It is jointly recommended to accept the base bid proposal by Danco Construction, Inc., for \$6,100,000.

City staff met with City Manager Russell Sights to evaluate the cost benefits of each of the alternative bids submitted. The following items were recommended to be included in addition to the base bid in the amount of \$279,845.

<u>Item #</u>	<u>Description</u>	<u>Cost</u>
1	Provide rock placement between asphalt pavement and perimeter fencing	\$ 58,610.00
2	Provide concrete surface at fuel island in lieu of asphalt	\$ 55,000.00
3	Provide 12 new parking stalls on north side of Corporate Court	\$ 13,170.00
4	Provide 17 new parking stalls on north side of Corporate Court	\$ 17,630.00
5	Replace vanities, sinks, toilet partitions & accessories in existing restrooms 126, 127, 140 and 141	\$ 18,240.00
8	Add brick wainscot to four exterior walls of the enclosed building and two exterior walls of the small vehicle building	\$20,820.00

10	Provide 40,000 square yards of lime stabilization with 10-inch treatment depth in the event ground conditions are not suitable	\$148,000.00
(9)	<p>Deduct all work associated with the Municipal Facility management area.</p> <p>NOTE: Mr. Terry Stone, Municipal Facilities Superintendent, has requested that the Municipal Facilities maintenance operations currently located at the old Fire Station on Helm Street be relocated instead to the Fifth Street location. The goal of this request is to have occupancy at the facility and maintain the condition of the building for security purposes.</p>	(\$51,630.00)
	Total Cost	\$279,840.00

HAFER

architects • designers • engineers

March 8, 2016

Mr. William Newman
Assistant City Manager
City of Henderson
Henderson, KY 42419-0716

Re: Bid Evaluation
Municipal Services Center
City of Henderson, Kentucky.

Dear Mr. Newman:

Hafer has evaluated the contractor bids for the Henderson Municipal Services Center project that were submitted to the City on February 25. Based on Danco Construction's bid cost, project references, past experience, bonding, labor/safety record, financial standing, and project team composition, they have met the requirements that were outlined in the bid criteria and are suitable to perform the Work defined by the project documents.

Respectfully submitted:



Jason Barisano, AIA
Architect

**City of Henderson:
Municipal Services Center**

Henderson, Kentucky

February 25, 2016

Bidder	ARC Construction	AVP	Empire Contracting	Garmong	Weddle Brothers	Peyronnin	David Construction *	Danco **
Base Bid	\$7,390,000.00	\$7,100,000.00	\$6,367,460.00	\$6,645,000.00	\$7,210,000.00	\$6,349,000.00	\$6,197,700.00	\$6,100,000.00
Time for Completion	270 Days	270 Days	270 Days	270 Days	270 Days	270 Days	270 Days	270 Days
Add Alternate Bids								
No. 1 - Provide gravel between Storage Yard buildings/drive aisles and perimeter fencing.	\$76,500.00	\$49,000.00	\$75,000.00	\$37,200.00	\$59,300.00	\$59,000.00	\$59,700.00	\$58,610.00
No. 2 - Provide concrete surface instead of asphalt at fuel station/car wash island.	\$57,000.00	\$30,000.00	\$53,000.00	\$22,100.00	\$51,810.00	\$38,700.00	\$34,700.00	\$190,220.00
No. 3 - Provide 12 new parking stalls on North side of Corporate Court. See Civil drawings.	\$14,500.00	\$15,000.00	\$14,000.00	\$12,100.00	\$12,300.00	\$14,000.00	\$18,700.00	\$13,170.00
No. 4 - Provide 17 new parking stalls on North side of Corporate Court. See Civil drawings.	\$17,000.00	\$18,000.00	\$17,000.00	\$15,000.00	\$15,030.00	\$18,500.00	\$24,700.00	\$17,630.00
No. 5 - Existing Restroom Upgrades	\$38,000.00	\$43,000.00	\$40,000.00	\$29,400.00	\$28,400.00	\$28,000.00	\$12,700.00	\$18,240.00
No. 6 - Vehicle Wash	\$399,000.00	\$385,000.00	\$345,000.00	\$362,700.00	\$382,600.00	\$410,000.00	\$645,700.00	\$330,920.00
No. 7 - Provide building addition to extend Oil Change 153 to match existing CMU and Metal Building System construction.	\$78,000.00	\$80,000.00	\$70,000.00	\$51,500.00	\$70,100.00	\$81,000.00	\$67,700.00	\$71,000.00
No. 8 - Add Concrete Masonry Unit Base to 4 exterior walls of the Enclosed Building and 2 exterior walls on the Small Vehicle Building.	\$29,500.00	\$38,000.00	\$15,000.00	\$22,400.00	\$11,100.00	\$36,400.00	\$34,700.00	\$20,820.00
No. 10 - Provide an Undistributed Quantity of Lime Stabilization of 40,000 square yards with a 10-inch treatment depth.	\$179,000.00	\$170,000.00	\$175,000.00	\$148,500.00	\$149,900.00	\$150,000.00	\$147,700.00	\$148,000.00
Deduct Alternate Bids								
No. 9 - Remove all work associated with rooms 144 FM BULLPEN, 145 FM CARPENTRY SHOP, and 154 OPEN OFFICE	\$67,000.00	\$47,000.00	\$50,000.00	\$45,800.00	\$22,400.00	\$49,000.00	\$42,700.00	\$51,630.00
Unit Prices								
No. 1 - Lime Stabilization (sy)	\$4.55	\$4.25	\$4.50	\$5.50	\$3.98	\$4.05	\$3.75	\$4.35
No. 2 - 6' Black Vinyl Coated Chain Link Fencing (lf)	\$26.00	\$18.00	\$18.00	\$20.00	\$18.30	\$20.00	\$18.25	\$18.30
No. 3 - #57 Stone (ton)	\$45.00	\$33.00	\$44.00	\$25.00	\$29.30	\$30.00	\$30.00	\$21.75
Subcontractors / Material Suppliers List	✓	✓	✓	✓	✓	✓	✓	✓
Addenda	✓	✓	✓	✓	✓	✓	✓	✓
Allowances	✓	✓	✓	✓	✓	✓	✓	✓
Bid Bond Form	✓	✓	✓	✓	✓	✓	✓	✓
Evaluated Bid Criteria	✓	No proposed team info	✓	✓	✓	✓	✓	No Financial Audit
Equal Opportunity Forms	✓	✓	✓	✓	✓	✓	✓	✓
* Alternate #6 incorrectly included Fuel Island Work. Revised Cost from David = \$411,700. Revised Base Bid = \$6,431,700								
** Alternate #2 incorrectly added asphalt and concrete together. Revised Cost from Danco = \$55,000								

004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: Danco Construction, Inc.
- B. Project Name: **HENDERSON MUNICIPAL SERVICES CENTER**
- C. Project Location: **1449 CORPORATE CT, HENDERSON, KENTUCKY 42420**
- D. Owner: **CITY OF HENDERSON.**
- E. Architect: **HAFER.**
- F. Architect Project Number: **1504-153**

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Hafer and Hafer's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

- 1. Six million one hundred thousand Dollars (\$ 6,100,000.00)
- 2. The above amount may be modified by amounts indicated by the Bidder on the attached Document 004322 "Unit Prices Form" and Document 004323 "Alternates Form."

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

- 1. 5% Dollars (\$ _____).

- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 SUBCONTRACTORS AND SUPPLIERS

A. The following companies shall execute subcontracts for the portions of the Work indicated:

1. Site Work: HAZEX
2. Demolition: DANCO
3. Masonry Work: WHIT-COR
4. Metal Building Systems: BUTLER / DANCO
5. Plumbing Work: HAASE
6. HVAC Work: HAASE
7. Electrical Work: PPMI

1.5 TIME OF COMPLETION

A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by the City of Henderson, and shall fully complete the Work within 270 calendar days thereafter. Weather related extension requests may be made. If no extensions have been granted, the Bidder further agrees to pay as liquidated damages, the sum of two hundred and fifty dollars (\$250.00) for each consecutive day thereafter.

1.6 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated 02-16-16
2. Addendum No. 2, dated 02-19-16
3. Addendum No. 3, dated 02-23-16
4. Addendum No. 4, dated 02-24-16

1.7 BID SUPPLEMENTS

A. The following supplements are a part of this Bid Form and are attached hereto.

1. Bid Form Supplement - Alternates.
2. Bid Form Supplement - Unit Prices.
3. Bid Form Supplement - Allowances.
4. Bid Form Supplement - Bid Bond Form (AIA Document A310).
5. Bid Form Supplement - Evaluated Bid Criteria

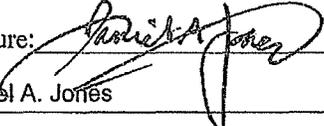
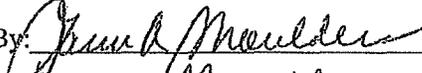
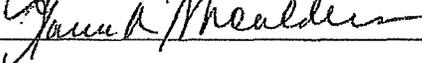
1.8 CONTRACTOR'S LICENSE

A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Kentucky, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

Henderson Municipal Services Center
City of Henderson
Henderson, Kentucky

Project No. 1504-153

1.9 SUBMISSION OF BID

- A. Respectfully submitted this 25th day of February, 2016.
- B. Submitted By Danco Construction, Inc. (Name of bidding firm or corporation).
- C. Authorized Signature:  (Handwritten signature).
- D. Signed By: Daniel A. Jones (Type or print name).
- E. Title: President (Owner/Partner/President/Vice President).
- F. Witness By:  (Handwritten signature).
- G. Attest:  (Handwritten signature).
- H. By: Laurie A. Shoulders (Type or print name).
- I. Title: Administrative Assistant (Corporate Secretary or Assistant Secretary).
- J. Street Address: 3201 Interstate Drive.
- K. City, State, Zip Evansville, IN 47715.
- L. Phone: 812-479-7000.
- M. License No.: BDC-0663.
- N. Federal ID No.: 35-1552239 (Affix Corporate Seal Here).

END OF DOCUMENT 004113

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

ADD ALTERNATES

- A. **Alternate No. 1:** Provide gravel between Storage Yard buildings/drive aisles and perimeter fencing. See Civil drawings.

1. ADD
2. Fifty eighth thousand, six hundred ten Dollars (\$ 58,610.00).

- B. **Alternate No. 2:** Provide concrete surface instead of asphalt at fuel station/car wash island. See Civil drawings.

1. ADD
2. One hundred ninety, two hundred twenty Dollars (\$ 190,220.00).

- C. **Alternate No. 3:** Provide 12 new parking stalls on North side of Corporate Court. See Civil drawings.

1. ADD
2. Thirteen thousand, one hundred seventy Dollars (\$ 13,170.00).

- D. **Alternate No. 4:** Provide 17 new parking stalls on North side of Corporate Court. See Civil drawings.

1. ADD
2. Seventy thousand, six hundred thirty Dollars (\$ 17,630.00).

- E. **Alternate No. 5:** Replace vanities, sinks, toilet partitions, and accessories in existing restrooms 126,127, 140, and 141 to match new restroom finishes. See Finish Schedule on Architectural drawings for new finishes. Alternate cost should include all demolition necessary to perform finish replacement including removal of existing accessories.

1. ADD
2. Eighteen thousand, two hundred forty Dollars (\$ 18,240.00).

- F. **Alternate No. 6:** Provide automatic car wash structure and adjacent concrete pad. See Alternate 6 drawings and specifications. The enclosure includes concrete masonry shell with an attached utility room. The system is a touch-free modular unit with automatic doors, standalone dryer, and controls. Eagle Express Car Wash is to provide and install the wash system equipment as part of the Contract. Other vendors will be considered per Section 012500 *Substitution Procedures*.

Eagle Express Car Wash
Brian Arkels
800-457-2507

Henderson Municipal Services Center
City of Henderson
Henderson, Kentucky

Project No. 1504-153

1. ADD
2. Three hundred thirty thousand - nine hundred twenty Dollars (\$ 330,920.00)

G. **Alternate No. 7:** Provide building addition to extend Oil Change 153 to match existing CMU and Metal Building System construction. See Alternate 7 drawings.

1. ADD
2. Seventy one thousand Dollars (\$ 71,000.00).

H. **Alternate No. 8:** Add Concrete Masonry Unit Base to 4 exterior walls of the Enclosed Building and 2 exterior walls on the Small Vehicle Building. See Alternate 8 drawings

1. ADD
2. Twenty thousand, eight hundred twenty Dollars (\$ 20,820.00).

I. **Alternate No. 10:** Provide an Undistributed Quantity of Lime Stabilization of 40,000 square yards with a 10-inch treatment depth.

1. ADD
2. One hundred forty eight thousand Dollars (\$ 148,000.00).

DEDUCT ALTERNATES

J. **Alternate No. 9:** Remove all work associated with rooms 144 FM BULLPEN, 145 FM CARPENTRY SHOP, and 154 OPEN OFFICE including Architectural, Mechanical, Electrical, Plumbing, and Structural. New doors 144-3, 137A, 144-1 (flip door swing) are to remain as part of project. See area highlighted on Architectural Drawings.

1. DEDUCT.
2. Fifty one thousand - six hundred & thirty Dollars (\$ 51,630.00).

END OF SECTION 012300

Henderson Municipal Service Center
City of Henderson
Henderson, Kentucky

Project No. 1504-153

- A. Unit Price No. 1: Lime Stabilization
1. Four and .35/100 Dollars (\$ 4.35) per square
yd.
- B. Unit Price No. 2: 6' Black Vinyl Coated Chain Link Fence
1. Eighteen and .30/100 Dollars (\$ 18.30) per linear
foot.
- C. Unit Price No. 3: #57 Stone
1. Twenty one and .75/100 Dollars (\$ 21.75) per ton.

END OF SECTION 012200



3201 Interstate Drive • Evansville, IN 47715
 Phone: (812) 479-7000 • FAX: (812) 479-7100
 113 E. 2nd Street • Owensboro, KY 42303
 Phone: (270) 691-1000
 www.dancoconst.com

Updated 02/25/2016

Major Projects Completed in Last 5 Years

<u>Project</u>	<u>Contract Amount</u>	<u>Completion Date</u>
• Daviess Co. High School Phase 2 1622 Southeastern Parkway Owensboro, KY 42303	\$4,448,242.00	02/2016
• Roosevelt House 1 and 2 2920 Yale Place Owensboro, KY 42301	\$6,997,000.00	12/2015
• U-Haul Moving and Storage 1201 Wedge Avenue Evansville, IN 47714	\$4,002,302.00	11/2015
• OHS Parrish Avenue 811 E. Parrish Owensboro, KY 42301	\$3,106,309.00	10/2015
• Daviess Co. High School Phase 1 1622 Southeastern Parkway Owensboro, KY 42303	\$4,209,846.00	09/2015
• Owensboro Convention Center 501 W. Second Owensboro, KY 42302	\$3,656,282.00	07/2014
• Owensboro Hampton Inn 401 W. Second Street Owensboro, KY 42301	\$3,406,565.00	04/2014
• Evansville Museum of Arts, History Science 411 S.E. Riverside Drive Evansville, IN 47713	\$4,453,704.00	03/2014
• YMCA Dunigan Branch 6846 Oak Grove Rd Evansville, IN, US, 47715	\$3,005,165.00	10/2013
• Deaconess ED Bed Expansion 4011 Gateway Blvd Newburgh, IN 47630	\$3,089,741.00	09/2013
• Casino Aztar Hotel 421 N.W. Riverside Drive Evansville, IN 47708	\$5,140,000.00	03/2013
• Orthopaedic Associates 340 Starlite Drive Henderson, KY 42420	\$3,054,064.00	01/2013
• St. Mary's ED Bed Expansion 3700 Washington Avenue Evansville, IN 47750	\$5,114,545.00	10/2012



3201 Interstate Drive • Evansville, IN 47715
113 E 2nd Street • Owensboro, KY 42303
812.479.7000 • 812.479.7100 (Fax)
www.dancoconst.com

ABOUT US

DANCO CONSTRUCTION, INC.

is one of the largest full-service General Contractors in the tri-state area. Based in Evansville, IN, with an office in Owensboro, KY, we provide our customers in Southern Indiana, Western Kentucky and Southern Illinois with highest levels of *performance, quality, and safety* on a wide range of commercial construction & design-build projects.

At Danco, our commitment to competitive pricing and fast, safe construction practices has allowed us to develop strong, long-term relationships with area architects, owners and subcontractors. We pride ourselves on our ability to complete large, complex construction projects while meeting challenging schedules that are required in today's fast-track business environment.

Our experienced management and field staff form a team of construction professionals who work together to provide our customers with a team approach on every project. Many of our employees have been with Danco for 20 or even 30 years, making experience the cornerstone of our success.

HISTORY

Founded in 1983, Danco Construction, Inc. has over 30 years of experience providing our customers with a wide range of top-quality commercial contracting services. We began primarily as a wall and ceiling contractor and now we have grown into a full-service General Contractor capable of providing turn-key construction services on some of the area's largest commercial projects.

SALES

Danco averages over \$35 million in sales per year.

EMPLOYEES & MAN HOURS

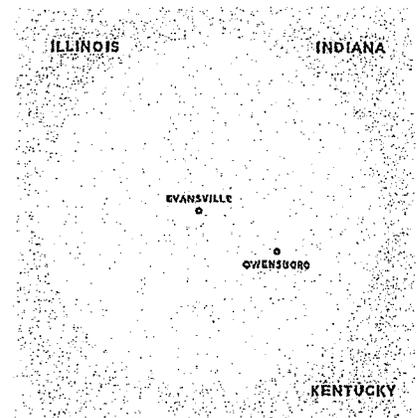
We average 120 field employees, and average 250,000 man hours worked per year.

TRADES EMPLOYED

Danco employs design-build professionals, estimators & project managers, superintendents, foremen, carpenters, concrete finishers, drywall finishers, laborers, painters, plasterers and operating engineers. Danco is a Signatory Contractor to five building trades unions, including carpenters, cement masons, painters, laborers, and operating engineers.

SERVICE AREA

The geographic area in which we work is approximately a 100 mile radius of Evansville, IN which includes Southern Indiana, Western Kentucky and Southern Illinois.





3201 Interstate Drive • Evansville, IN 47715
113 E 2nd Street • Owensboro, KY 42303
812.479.7000 • 812.479.7100 (Fax)
www.dancoconst.com

SERVICES

GENERAL CONTRACTING

Danco provides complete "turn-key" commercial construction packages for new construction and renovation projects. We self-perform all carpentry, drywall, acoustics, plastering, concrete and demolition which typically constitutes a significant percentage of the overall project.

CONSTRUCTION MANAGEMENT

Our Construction Managers are experienced in the overall planning, coordination, scheduling and budgeting of our projects from early development through to completion.

WALL & CEILING CONSTRUCTION

Our Wall and Ceiling Construction team are experienced in light-gauge metal stud framing, light-gauge metal trusses, batt and rigid insulation, exterior insulation finish systems, metal lath and plaster, non-structural metal stud framing, gypsum drywall, acoustical ceilings and acoustical wall panels.

SPECIALTIES

Danco offers spray-on fireproofing, firestopping and spray-on acoustical insulation. We are also the authorized Hilti firestopping contractor for the Tri-State area.

SELF-PERFORMED WORK:

Carpentry – Rough & Finish
Drywall
Acoustical Ceilings
EIFS – Dryvit Certified
Plastering
Fireproofing
Firestopping – Hilti Certified FSC
Concrete
Demolition

DESIGN / BUILD SERVICES

In addition to traditional architectural design services, Danco also offers "Design Build" services. Design Build is a project delivery method wherein the Architect (Design) and Contractor (Build) are a single business entity. This collaborative delivery method provides a host of cost and time saving synergies. In addition to creating a highly efficient and cooperative project environment, it also simplifies the contractual relationship with the Project Owner or Client. Design Build offers a single contract for all design and construction services.

Danco's design capabilities include all facets of commercial and light industrial projects. We assemble a highly skilled and expertly experienced design team from select licensed and insured design professionals specifically for each project. This methodology ensures every project has a design team comprised of design professionals with relevant project experience and competence. Danco's in-house licensed architect has two decades of professional experience including many exemplary design build projects.

Our expert architect and engineer team work hand-in-hand with Danco's experienced construction personnel to deliver completed projects within the stated schedule and budget.

Danco's Design Build Team completes all drawings, specifications, permitting, and construction work making design build the most efficient project delivery method available. Our philosophy is simple: deliver on promises and exceed expectations.

ADDITIONAL SERVICES

Pre-Engineered Metal Buildings
Preconstruction / Planning Services

CHARLIE MICHEL

ESTIMATOR/PROJECT MANAGER
DANCO CONSTRUCTION, INC.



EDUCATION

Purdue University
B.S. Building Construction Management &
Contracting

PROFILE

Charlie has 24 years of construction experience in the fields of estimating, project management, project coordination, and conceptual estimating. His experience has involved various types of construction, including large & small commercial, healthcare, light & heavy industrial, refinery & pharmaceutical. He has been involved in all phases of construction management, from pre-construction to construction, to completion & project closeout.

PROJECT EXPERIENCE

Deaconess Gateway Hospital - MRI Renovations
Newburgh, IN

Deaconess Heart Hospital - Cardiac Rehab Addition
Newburgh, IN

Deaconess Heart Hospital - 4th Floor Remodel
Newburgh, IN

Deaconess Hospital (Main Campus) - Lobby Enhancements
Evansville, IN

Deaconess Hospital (Main Campus) - Patient Registration
Evansville, IN

Deaconess Women's Hospital - Boston IVF Suite Addition
Newburgh, IN

Evansville Surgery Center
Evansville, IN

Abencs Ethanol Facility Administration Control Building
West Franklin, IN

Children's Museum of Evansville
Evansville, IN

Evansville Vanderburgh Public Library - New Central Library
Evansville, IN

Ivy Tech Community College - Phase I Addition & Renovation
Evansville, IN

Ohio Township Public Library System - New Library
Evansville, IN

Old National Bank - New Branch Bank
Princeton, IN

Orthopaedic Associates/Deaconess Clinic
Henderson, KY

Tropicana - Vessel Stern Egress Addition
Newburgh, IN

YMCA Dunnigan Expansion
Evansville, IN

TYLER ALMON

ESTIMATOR/PROJECT MANAGER
DANCO CONSTRUCTION, INC.



EDUCATION

Purdue University
B.S. Building Construction Management

AFFILIATIONS

American Society for Healthcare Engineering
(ASHE)

PROFILE

Tyler Almon is a graduate of Purdue University with a B.S. degree in Building Construction Management, and a concentration in Healthcare Construction Management. He joined the Danco team officially in 2014, but has been interning at Danco since the summer of 2012.

PROJECT EXPERIENCE

Owensboro Health Parrish Campus Renovations – Phase I & II
Owensboro, KY

Deaconess Hospital Renovations (Main Campus)
Evansville, IN

Deaconess Hospital Renovations (Gateway)
Newburgh, IN

Deaconess HealthSouth Rehabilitation – Site Concrete Additions/Renovations
Evansville, IN

Good Samaritan Hospital ER Addition
Vincennes, IN

St. Mary's Epworth Crossing
Newburgh, IN

Boonville High School Renovation
Boonville, IN

EVSC Early Childhood Development Renovations
Evansville, IN

South Spencer High School Renovation
Rockport, IN

St. John the Baptist Elementary School Renovation
Newburgh, IN

St. Paul's United Methodist Church
Poseyville, IN

WKU Downing University Center
Bowling Green, KY

YMCA Dunnigan Expansion
Evansville, IN

Tom Weisling

PROJECT SUPERINTENDENT
DANCO CONSTRUCTION, INC.

PROFILE

Tom Weisling has 32 years of experience in the construction industry and has been with Danco for the past 25 years. He started his career as an Apprentice Carpenter and has worked his way through the trade to become one of Danco Construction's leading project superintendents.

Tom's experience includes the construction of healthcare, educational, governmental, and religious buildings, as well as retail and other specialty-type projects. The projects Tom has supervised have had as many as 50 tradespeople from all building crafts onsite at one time. His communication and documentation skills are especially valuable to the construction project.

EXPERIENCE

Henderson Water Utility Building Renovations
Henderson, KY

Princeton Theatre
Princeton, IN

Southern Indiana Career & Technical Center
Evansville, IN

Tropicana Renovations
Evansville, IN

University of Southern Indiana Renovations
Evansville, IN

Hillside Church
Princeton, IN

Bluegrass Church
Evansville, IN

Deaconess Hospital
Newburgh, IN

Crossroads Christian Church
Newburgh, IN

Castle South Middle School
Newburgh, IN

North Posey High School
Poseyville, IN

Farmsville Elementary School
Mt. Vernon, IN

Vanderburgh Co. EMA Renovation
Evansville, IN

Posey Co. Jail
Mt. Vernon, IN

COMPANY NAME: Danco Construction, Inc.

TAX PAYER ID #: 35-1552239

THIS VENDOR VIOLATION FORM MAY BE SENT TO THE LABOR CABINET FOR VERIFICATION. PLEASE MAKE SURE ALL YOUR VIOLATIONS ARE LISTED WITHIN THE LAST FIVE (5) YEARS. IF A BIDDER LISTS "NONE" AND HAS SOME, THEIR BID MAY BE REJECTED. FOR A LIST OF YOUR VENDOR VIOLATIONS, YOU CAN FAX OR EMAIL THE LABOR CABINET WITH YOUR REQUEST. FAX NUMBER IS (502) 696-1984 OR EMAIL: labor.desam@ky.gov.

Violation Category	Date	Description	Govt. Enforcement Agency	Amount of Penalties
29CFR1926.501	02/16/11	Unprotected Sides and Edges	KY Labor Cabinets	\$3,200.00
29CFR1926.501	06/10/11	Not provided fall protection training	KY Labor Cabinets	\$5,600.00
29CFR1926.503	04/01/13	Not provided fall protection training	KY Labor Cabinets	\$7,000.00
29CFR1926.454	04/01/13	Not provided training on lifts	KY Labor Cabinets	\$2,125.00

NOTARIZED STATEMENT OF COMPLIANCE

I certify, under penalty of perjury, that I have provided all pertinent information required by this form and this information is true and accurate. I also certify that I have completely read and understand this form and will comply with these requirements during the life of any contract awarded.

_____	<u>Daniel A. Jones</u>
SIGNATURE	Printed Name
<u>President</u>	<u>December 10, 2013</u>
Title	Date

MAKE SURE YOU PUT COMPANY'S FULL LEGAL NAME

Company Name Danco Construction, Inc.

Address 3201 Interstate Drive

Evansville, IN 47715

Subscribed and sworn to before me by Daniel A. Jones President
(Affiant) (Title)

of Danco Construction, Inc. this 10th day of December 20 13
(Company Name)

Notary Public

[seal of notary]

My commission expires: _____

CERTIFICATION OF BIDDER REGARDING EQUAL EMPLOYMENT OPPORTUNITY

CERTIFICATION OF BIDDER REGARDING EQUAL EMPLOYMENT OPPORTUNITY	
Instructions	
<p>This certification is required pursuant to Executive Order 11246 (30 F.R. 12319-25). The implementing rules and regulations provide that any bidder or prospective contractor, or any of their proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause, and if so, whether it has filed all compliance reports due under applicable instructions.</p> <p>Where the certification indicates that the bidder has not filed a compliance report due under applicable instructions, such bidder shall be required to submit a compliance report within seven calendar days after the bid opening. No contract shall be awarded unless such report is submitted.</p>	
Certification by Bidder	
Name and Address of Bidder (include zip code) Danco Construction, Inc. 3201 Interstate Drive Evansville, IN 47715	
1. Bidder has participated in a previous contract or subcontract subject to the Equal Opportunity Clause. Yes _____ No <u> x </u>	
2. Compliance reports were required to be filed in connection with such contract or subcontract. Yes _____ No <u> x </u>	
3. Bidder has filed all compliance reports due under applicable instructions, including Monthly Employment Utilization Report (257). Yes _____ No <u> x </u>	
4. Have you ever been or are you being considered for sanction due to violation of Executive Order 11246, as amended? Yes _____ No <u> x </u>	
Name and Title of Signer (please type) Daniel A. Jones President	
Signature 	Date February 25, 2016

ALLOWANCES

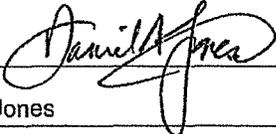
1.1 BID INFORMATION

- A. Bidder: Danco Construction, Inc.
- B. Project Name: **Henderson Municipal Services Center.**
- C. Project Location: 1449 Corporate Court, Henderson, Kentucky.
- D. Architect: Hafer .
- E. Architect Project Number: 1504-153.

1.2 BID FORM SUPPLEMENT

- A. This form is required to be attached to the Bid Form.
- B. The undersigned Bidder certifies that Base Bid submission to which this Bid Supplement is attached includes these allowances:
 - 1. **Interior Signage: \$1500**
 - 2. **Exterior Monument Sign (Location shown on G1.1): \$8500**

1.3 SUBMISSION OF BID SUPPLEMENT

- A. Respectfully submitted this 25th day of February 2016~~2012~~.
- B. Submitted By: Danco Construction, Inc. (Insert name of bidding firm or corporation).
- C. Authorized Signature:  (Handwritten signature).
- D. Signed By: Daniel A. Jones (Type or print name).
- E. Title: President (Owner/Partner/President/Vice President).

END OF SECTION



GREAT AMERICAN INSURANCE COMPANY
OHIO

BID BOND

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

CONTRACTOR:
(Name, legal status and address)
DANCO CONSTRUCTION, INC.
3201 INTERSTATE DRIVE
EVANSVILLE, IN 47715

SURETY:
(Name, legal status and principal place of business):
GREAT AMERICAN INSURANCE COMPANY
301 EAST 4TH STREET
CINCINNATI, OH 45202-4201

OWNER:
(Name, legal status and address)
CITY OF HENDERSON
P.O. BOX 716
HENDERSON, KY 42419-0716

BOND AMOUNT: \$ FIVE PERCENT (5%) OF THE AMOUNT OF THE BID

PROJECT:
(Name, location or address, and Project number, if any)
INVITATION TO BID NO. 16-09, CONSTRUCTION OF MUNICIPAL SERVICES CENTER

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a Surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirements shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 25TH day of FEBRUARY, 2016.

[Signature]
(Witness)

[Signature]
(Witness) DIANE L. PHELPS

DANCO CONSTRUCTION, INC.
(Principal) (Seal)

[Signature]
(Title)

GREAT AMERICAN INSURANCE COMPANY
(Surety) (Seal)

[Signature]
(Attorney-in-Fact) THOMAS J. MITCHELL
AND KENTUCKY RESIDENT AGENT

GREAT AMERICAN INSURANCE COMPANY®

Administrative Office: 301 E 4TH STREET • CINCINNATI, OHIO 45202 • 513-369-5000 • FAX 513-723-2740

The number of persons authorized by
this power of attorney is not more than TWELVE

No. 0 20646

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the GREAT AMERICAN INSURANCE COMPANY, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; provided that the liability of the said Company on any such bond, undertaking or contract of suretyship executed under this authority shall not exceed the limit stated below.

Name	Address	Limit of Power
STEVEN M. GARRETT	DIANE L. PHELPS	ALL
WILLIAM A. KANTLEHNER, III	CHRISTOPHER E. VON ALLMEN	\$100,000,000
THOMAS J. MITCHELL	ANDREW G. WINDHORST, JR.	
ROGER A. NEAL	ROSS E. JOHNSON	
DEBORAH A. YATES	ANDREA CORTES	
JEFFREY A. BROWN	RYAN P. MITCHELL	

This Power of Attorney revokes all previous powers issued on behalf of the attorney(s)-in-fact named above.

IN WITNESS WHEREOF the GREAT AMERICAN INSURANCE COMPANY has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 25TH day of MARCH 2015

Attest

GREAT AMERICAN INSURANCE COMPANY



Atty L C B
Assistant Secretary

David C. Kitchen
Divisional Senior Vice President

STATE OF OHIO, COUNTY OF HAMILTON - ss:

DAVID C. KITCHIN (877-377-2405)

On this 25TH day of MARCH, 2015, before me personally appeared DAVID C. KITCHIN, to me known, being duly sworn, deposes and says that he resides in Cincinnati, Ohio, that he is a Divisional Senior Vice President of the Bond Division of Great American Insurance Company, the Company described in and which executed the above instrument; that he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of his office under the By-Laws of said Company, and that he signed his name thereto by like authority.



JENNIFER MARIE RIPPY
Notary Public, State of Ohio
My Commission Expires
June 20, 2019

Jennifer Marie Rippy

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of Great American Insurance Company by unanimous written consent dated June 9, 2008.

RESOLVED: That the Divisional President, the several Divisional Senior Vice Presidents, Divisional Vice Presidents and Divisional Assistant Vice Presidents, or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATION

I, STEPHEN C. BERAHA, Assistant Secretary of Great American Insurance Company, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of June 9, 2008 have not been revoked and are now in full force and effect.

Signed and sealed this 25th day of FEBRUARY

2016



Atty L C B
Assistant Secretary

Municipal Services Center

Bid Criteria Results

A.	Pricing	40 points
B.	References: Orthopaedic Associates/Deaconess Hospital Daviess County School City of Owensboro Henderson Water Utility	10 points
C.	Past projects of similar size and scope: Thirteen projects submitted over a 4-year period. All projects range between \$3 and \$6 million. NOTE: Most work listed was educational and retail or health-care related.	9 points
D.	Bid and Performance Bond: No defaults on either type bond	10 points
E.	No wage act violations; Two OSHA violations in 2013 related to training	8 points
F.	Financials: Firm is financially sound based upon financial statement that was provided for current year 2015	10 points
G.	Project Team: Charlie Michel – 24+ years Tyler Almon – 2+ years Tom Weisling – 32+ years	10 points
	Total Points	97 points

Municipal Services Center

Budget versus Actual

A. Original Construction Budget Estimate (August 14, 2015)	-	\$ 5,749,410
B. Revised Construction Budget Estimate (January, 2016) w/Deduct and Add Alternative Adjustments	-	\$ 4,976,918
C. Actual Construction / Low Base Bid	-	\$ 6,100,000
Addition of Alternatives [Items 1; 2; 3; 4; 5; 8; 10; (9)]	-	<u>\$ 279,840</u>
Total		\$ 6,379,840

Cost overruns identified in the Bid versus Estimate.

- Electrical Design was only 50% complete at the time the cost estimate was done.

Original budget was	-	\$ 627,700
Actual bid was	-	<u>\$ 1,197,700</u>
Difference	-	(\$ 570,000)

- Emergency Generator expense was not included in the cost estimate.

Original budget was	-	\$ 0
Actual bid was	-	<u>\$ 55,000.00</u>
Difference		(\$55,000.00)

- Fencing price - \$70,000 over budget
- Concrete foundations for storage buildings - \$80,000 over budget
- Asphalt paving - \$240,000 over budget
(in part due to the additional parking added after the August 14, 2015 cost estimate)
- HVAC/Piping - \$200,000 over budget
(due to final design of the main building was not 100% complete at the time of the cost estimate. Re-working of the existing systems to accommodate the design was more extensive than originally thought.)

MUNICIPAL ORDER _____

MUNICIPAL ORDER AWARDING BID FOR THE HENDERSON MUNICIPAL SERVICES CENTER PROJECT TO DANCO CONSTRUCTION, INC., OF EVANSVILLE, IN, FOR THE BASE BID AMOUNT OF \$6,100,000.00 PLUS, ADDITIONAL ALTERNATIVE BID IN THE AMOUNT OF \$279,845.00 FOR A TOTAL OF \$6,379,845.00

WHEREAS, the City of Henderson has issued invitations to bid for the Henderson Municipal Services Center project which consist of renovation of the former Hugh Edward Sandefur Training Center and construction of new structure and site improvements for the Public Works Department, the Henderson Gas Department and the Henderson 911 back- up center; and

WHEREAS, bids were submitted to the City pursuant to said invitations, and were publicly opened on February 25, 2016, with Danco Construction, Inc. of Hopkinsville, KY submitting the best bid, which bid the City Manager recommends be accepted.

NOW, THEREFORE, BE IT ORDERED by the City of Henderson, Kentucky, that the recommendation of the City Manager is approved, and award is hereby made to Danco Construction, Inc., 3201 Interstate Drive, Evansville, IN 47715, for the Henderson Municipal Services project, in strict accordance with its bid as submitted pursuant to Bid Reference 16-09.

On motion of Commissioner _____, seconded by Commissioner _____, that the foregoing Resolution be adopted, the vote was called. On roll call the vote stood:

Commissioner Hite _____
Commissioner Royster _____
Commissioner Mills _____

Commissioner Johnston _____
Mayor Austin _____

INTRODUCED, PUBLICLY READ AND FINALLY APPROVED ON ONE READING, this the _____ day of March, 2016.

Steve Austin, Mayor
Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND LEGALITY THIS 17 DAY OF MARCH, 2016.

By: 
Dawn S. Kelsey
City Attorney

UPCOMING
BOARD APPOINTMENTS

<u>BOARD</u>	<u>EXPIRATION DATE</u>	<u>TERM</u>
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CITY UTILITY COMMISSION

	<u>Current Term Expires</u>	<u>Term</u>
Gregory Risch	04/25/2016	3-Year