March 6, 2020

Commissioner Patti Bugg
Commissioner X R. Royster, III
Commissioner Bradley S. Staton
Commissioner Austin P. Vowels

Dear Board Members:

Please take notice that as Mayor of the City of Henderson, Kentucky, I hereby call a special called meeting of the Board of Commissioners to be held on Tuesday, March 10, 2020, at 4:00 p.m., in the third floor assembly room, 222 First Street, Henderson, Kentucky. The purpose of this called meeting is for the following:

1. Roll Call:

2. Consent Agenda: Minutes: February 18, 2020, Called Meeting
   February 18, 2020, Work Session
   February 25, 2020, Regular Meeting

   Municipal Order:
   Municipal Order Awarding Bid for Purchase of Police Uniforms and Accessories

3. Ordinances & Municipal Orders:
   Second Readings: Ordinance Amending Budget and Appropriation Ordinance-Fiscal Year 2020
   Ordinance Relating to Charges for Water, Wastewater and Stormwater Services
   First Readings: Ordinance Amending Chapter 7 Regarding Building Permit Fees
   Ordinance Amending Chapter 15 Regarding Code Enforcement Fee Schedule
   Ordinance Amending Chapter 23 Regarding Discontinuance of Services – Fees

   Municipal Order: Municipal Order Amending Utility Fees for Connection and Service Charges for Utilities and Adding Fees for Other Customer Services

Please mute or turn off all cell phones for the duration of this meeting.
NOTICE OF SPECIAL CALLED MEETING
FOR TUESDAY, MARCH 10, 2020
BEGINNING AT 4:00 P.M.
Continued

4. Bids & Contracts: Municipal Order Awarding Master Agreement and Service Orders With KZF Design Inc. for Architectural and Engineering Services for Fire Station Designs

5. Reports: Municipal Golf Course Proposed Uses
Proposed CDD Landfill Operation Options

6. Board Appointments: (See Board Appointment Sheet)

7. Adjournment

Respectfully,

______________________________
Steve Austin, Mayor

A copy of the foregoing notice received and service thereof waived this 10th day of March, 2020.

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Commissioner Patti Bugg

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Commissioner X R. Royster, III

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Commissioner Bradley S. Staton

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Commissioner Austin P. Vowels

Please mute or turn off all cell phones for the duration of this meeting.
March 3, 2020

TO: Mayor Steve Austin and the Board of Commissioners

FROM: William L. “Buzzy” Newman, Jr., City Manager

SUBJECT: Consent Agenda

The Consent Agenda for the meeting of March 10, 2020 contains the following:

**Minutes:**
- February 18, 2020, Called Meeting
- February 18, 2020, Work Session
- February 25, 2020 Regular Meeting

**Municipal Orders:**
- Municipal Order Awarding Bid for Purchase of Police Uniforms and Accessories to Siegel’s Corporation of Evansville, Indiana in the Amount of $30,705.00

C: Heath Cox, Police Chief
A special called meeting of the Board of Commissioners of the City of Henderson, Kentucky, was held on Tuesday, February 18, 2020, at 5:15 p.m., prevailing time, in the third floor Assembly Room located in the Municipal Center Building at 222 First Street, Henderson, Kentucky.

There were present Mayor Steve Austin presiding:

PRESENT:
Commissioner Patti Bugg
Commissioner X R. Royster, III
Commissioner Bradley S. Saton
Commissioner Austin P. Vowels

ALSO PRESENT:
Mr. William L. "Buzzy" Newman, Jr., City Manager
Mrs. Dawn Kelsey, City Attorney
Ms. Maree Collins, City Clerk
Mrs. Donna Stinnett, Community Relations Manager/Public Information Officer
Mr. Robert Gunter, Finance Director
Mr. Brian Williams, Public Works Director
Mr. Sam Lingerfelt, Sanitation Superintendent
Mrs. Connie Galloway, Human Resources Director
Mr. Heath Cox, Police Chief
Mr. Owen Reeves, Gas System Director
Mr. Greg Nunn, Information Technology Director
Mr. Scott Foreman, Fire Chief
Mr. Trace Stevens, Parks Recreation & Cemeteries Director
Mrs. Jordan Webb, Emergency Communications Director
Mrs. Nancy Stone, Parking Enforcement Officer
Mrs. Theresa Richey, Administrative Liaison
Mr. Douglas White, the Gleaner
Mr. William Russell, Police Officer
Mr. Lucas Oliver, Police Officer

ORDINANCE NO. 01-20: SECOND READ
ORDINANCE AMENDING CODE OF ORDINANCES PERTAINING TO SMOKING
AN ORDINANCE AMENDING ARTICLE IV-SMOKING IN PUBLIC PLACES AND
PLACES OF EMPLOYMENT, SECTION 16-51. DEFINITIONS, TO ADD DEFINITION OF
CITY PARK; AND SECTION 16-54. PROHIBITION OF SMOKING IN OUTDOOR ARENAS
AND STADIUMS, TO ADD SMOKING PROHIBITION IN CITY PARKS AND TO AMEND
SMOKING DESIGNATED AREAS TO PERMITTED SPECIAL EVENTS, OF CHAPTER 16
OFFENSES OF THE CODE OF ORDINANCES OF THE CITY OF HENDERSON, KEN­
TUCKY

MOTION by Commissioner Royster, seconded by Commissioner Vowels, that the ordinance be adopted.

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

Commissioner Staton ---- Nay:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Aye:
Commissioner Royster -- Aye:
Mayor Austin ------------- Aye:

WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date thereto and ordered that the same be recorded.
ORDINANCE NO. 02-20: SECOND READ
ORDINANCE AMENDING CODE OF ORDINANCES REGARDING SPECIAL EVENTS

AN ORDINANCE AMENDING CHAPTER 17, PARKS AND RECREATION, ARTICLE III, SPECIAL EVENTS, SECTION 17-50 APPLICATION FOR PERMIT SUBSECTION (B)(12) AND SUBSECTION (C)(13) OF THE CODE OF ORDINANCES OF THE CITY OF HENDERSON TO REQUIRE SPECIAL EVENT PERMITS FOR EVENTS IN CITY TO DESIGNATE WHETHER IT WILL HAVE A DESIGNATED SMOKING AREA

MOTION by Commissioner Vowels, seconded by Commissioner Royster, that the ordinance be adopted.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Aye:
Commissioner Royster -- Aye:
Mayor Austin ------------- Aye:

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

ORDINANCE NO. 03-20: FIRST READ
ORDINANCE RELATING TO PARKING

AN ORDINANCE AMENDING CHAPTER 22, TRAFFIC AND MOTOR VEHICLE, ARTICLE II PARKING, STOPPING AND STANDING, DIVISION 1, SECTION 22-62, LIMITED FREE PARKING TO PROVIDE FOR THREE HOURS OF FREE PARKING PERMANENTLY AND SECTION 22-63, EVADING TIME LIMITATIONS PROHIBITED CHANGING FIVE TIMES A WEEK TO SEVEN TIMES A WEEK

MOTION by Commissioner Bugg, seconded by Commissioner Vowels, that the ordinance be adopted.

COMMISSIONER VOWELS asked for clarification on how the evading time or scatter ticket portion of the ordinance works.

NANCY STONE, Parking Enforcement Officer, explained that the scatter tickets are based on the number of times a vehicle is found and recorded in a designated parking space within a one-week period, Monday through Friday. With the three hour parking she makes three rounds per day, therefore a vehicle could get recorded up to three times per day. Even if the vehicle has not violated the three free hour parking limit, it is recorded and counts toward the number of times for evading parking.

DISCUSSION WAS HELD regarding the misconceptions relating to the scatter ticket and parking in the downtown area in general; details relating to the number of tickets that would be issued if the numbers for the scatter ticket were changed to various numbers from five times to ten times in a one-week period; that there are people that work in the downtown area that are not purposely moving their vehicle to evade the free parking limit i.e. delivery persons, couriers,
etc.-Mrs. Stone responded that marked delivery vehicles are not recorded in a parking space due to the nature of their business; that some persons working in the downtown are willing to pay parking tickets as a part of working in the area such as people that pay for a parking garage; options for the ordinance were to do nothing and let the original ordinance sunset back to two hour free parking with ten times for scatter; amend the ordinance to some other times/amounts; adopt an ordinance to extend the trial period for another six month period; or adopt the proposed ordinance amendment as presented which is three hours with seven times for scatter.

It was determined to adopt the amended ordinance and to review the issue again in six months.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Aye:
Commissioner Royster -- 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.

MUNICIPAL ORDER NO. 03-20:
MUNICIPAL ORDER AWARDING BID FOR LEAK DETECTING EQUIPMENT TO HEATH CONSULTANTS, INC. OF HOUSTON, TEXAS FOR HENDERSON MUNICIPAL GAS DEPARTMENT IN THE AMOUNT OF $56,325.00

MOTION by Commissioner Staton, seconded by Commissioner Bugg, to adopt the municipal order awarding the bid for the purchase of one infrared advanced methane leak detection unit and three laser methane leak detection units, in strict accordance with the bid as submitted pursuant to Bid Reference 20-06.

OWEN REEVES, Gas System Director, explained these units will be purchased utilizing Technical Assistance Grant funds received through the submittal of an application by Gas Operations Manager Tim Clayton and approved by the Board of Commissioners last year. One of the laser units along with the infrared unit will be used by the gas department and the other two laser units will go to the fire department. This equipment is expensive, but the new technology allows for the infrared unit to take methane gas level readings through glass so entry into the building can be avoided.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Aye:
Commissioner Royster -- 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
February 18, 2020

ATTEST:
Maree Collins, CKMC, City Clerk
MEETING ADJOURN:

MOTION by Commissioner Staton, seconded by Commissioner Royster, to adjourn the meeting.

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

- Commissioner Staton ---- Aye:
- Commissioner Vowels --- Aye:
- Commissioner Bugg ----- Aye:
- Commissioner Royster -- Aye:
- Mayor Austin ------------- Aye:

WITHOUT OBJECTION, Mayor Austin declared the Meeting adjourned at approximately 5:35 p.m.

ATTEST:

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Steve Austin, Mayor
March 10, 2020

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Maree Collins, CKMC
City Clerk
A Work Session of the Board of Commissioners of the City of Henderson, Kentucky, was held on Tuesday, February 18, 2020, at 5:30 p.m. in the third floor Assembly Room, Municipal Center, 222 First Street, Henderson, Kentucky.

There were present Mayor Steve Austin presiding.

PRESENT:
Commissioner Patti Bugg
Commissioner X R. Royster, III
Commissioner Bradley S. Staton
Commissioner Austin P. Vowels

CITY STAFF MEMBERS included William L. “Buzzy” Newman, Jr., City Manager; Dawn Kelsey, City Attorney; Maree Collins, City Clerk; Donna Stinnett, Community Relations Manager/Public Information Officer; Robert Gunter, Finance Director; Brian Williams, Public Works Director; Sam Lingerfelt, Sanitation Superintendent; Connie Galloway, Human Resources Director; Trace Stevens, Parks Recreation and Cemeteries Director; Heath Cox, Police Chief; Scott Foreman, Fire Chief; Owen Reeves, Gas System Director; Jordan Webb, Emergency Communications Director; Greg Nunn, Information Technology Director; Theresa Richey, Administrative Liaison; Nancy Stone, Parking Enforcement Officer; William Russell, Police Officer and Lucas Oliver, Police Officer.

ALSO PRESENT: Douglas White, The Gleaner

THE FOLLOWING AGENDA ITEMS WERE DISCUSSED:

1. Fiscal Year 2020 Mid-Year Budget Review
   ✔ Finance Director Robert Gunter briefly reviewed the cover memo detailing the necessary changes to the budget to date.
   ✔ He explained that the six-year history indicated that there is usually a surplus in the first half of the year due to property tax payments received; that nine positions have been eliminated along with the Municipal Golf Course in an effort to curb expenses, but that will take time to show up in the budget; that the General Fund balance continues to decline; there were an additional 177 taxpayers in the payroll tax receipts database; some departmental expenses are over budget due to ordering items that were not delivered until this fiscal year or starting projects in one fiscal year and completing them in the next; early estimates indicated that we should finish the year within budget-then several large health insurance claims came in for processing, leaving a question as to how much that fund will be over budget; health insurance is currently $5,000.00 more per week than the previous year; overtime expenses have risen in part due to eleven full-time vacancies; the Ambulance Service expense has seen a decrease from previous years; and pension costs are anticipated to continue to rise each year over the previous year for the next several years.
   ✔ Discussion was held relating to all the department heads working with Mr. Gunter to control expenses and stay below budget.
   ✔ Discussion was held relating to the possibility of Moody’s lowering our credit rating if we have another year of decreased reserve funds. Mr. Gunter reported that there are several other factors that are also considered, but that is certainly considered and could have a negative impact on the City’s Bond interest rates in the future.
   ✔ Discussion was held relating to the fact that measures have been taken to begin addressing increasing revenues and decreasing expenditures and that it continues to be something that is reviewed on a regular basis.

NO FORMAL ACTION WAS TAKEN BY THE BOARD OF COMMISSIONERS.
MEETING ADJOURN:

MOTION by Commissioner Staton, seconded by Commissioner Bugg to adjourn.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ---- Aye:
Commissioner Royster -- Aye:
Mayor Austin ------------- Aye:

WHEREUPON Mayor Austin declared the work session adjourned at approximately 6:20 p.m.

ATTEST:

Maree Collins, CKMC
City Clerk,

Steve Austin, Mayor
March 10, 2020
A meeting of the Board of Commissioners of the City of Henderson, Kentucky, was held on Tuesday, February 25, 2020, 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 Reverend Larry Butler, Victory Baptist Church, followed by Ms. Lindsey Gunter, Buffalo Trace Council, Boy Scouts of America Troop 374 leading recitation of the Pledge of Allegiance to our American Flag.

There were present Mayor Steve Austin presiding:

PRESENT:
Commissioner X R. Royster, III
Commissioner Bradley S. Staton
Commissioner Austin P. Vowels

ABSENT:
Commissioner Patti Bugg

ALSO PRESENT:
Mr. William L. "Buzzy" Newman, Jr., City Manager
Ms. Dawn Kelsey, City Attorney
Ms. Maree Collins, City Clerk
Mrs. Donna Stinnett, Community Relations Manager/Public Information Officer
Ms. Jordan Webb, Emergency Communications Director
Mr. Heath Cox, Police Chief
Mr. Ray Nix, Code Administrator
Mr. Brian Williams, Public Works Director
Mr. Sam Lingerfelt, Sanitation Superintendent
Mr. Trace Stevens, Parks, Recreation and Cemeteries Director
Mr. Robert Gunter, Finance Director
Ms. Lindsey Gunter, Buffalo Trace Council, BSA Troop G374
Mr. Dylan Ward, Project Manager
Mr. Nick Mangerella, Fire Lieutenant
Mr. Tom Williams, Henderson Water Utility General Manager
Mr. Kevin Knight, City Commissioner Candidate
Mr. Robert Pruitt, City Commissioner Candidate
Mr. Chris Winstead, Henderson City/County Ambulance Service Director
Mr. Alex Caudill, Dept. for Local Government, Western Kentucky Field Representative
Ms. Abby Dixon, Henderson Tourist Commission Executive Director
Ms. Lindsay Locasto, Downtown Henderson Partnership Executive Director
Reverend Charles Johnson, Human Rights Commission Executive Director
Mr. Bruce Farmer, Henderson County Coroner
Reverend Larry Butler, Victory Baptist Church
Ms. Leslie Blanford, Police Officer
News 14 Cameraman

APPEARANCE OF CITIZENS:

MAYOR AUSTIN introduced the new Department for Local Government Field Representative for Western Kentucky, Alex Caudill.

ALEX CAUDILL, Western Kentucky Field Representative, Department for Local Government, reported that his appointment marks the first time that anyone from Henderson has ever been appointed to the position. He indicated that he looks forward to working with everyone and is excited to get started.
PRESENTATION: "Chris Winstead, Henderson City/County Ambulance Service"

CHRIS WINSTEAD, Henderson City/County Ambulance Service Director, requested authorization to proceed with the bidding for purchase process for a new Type I, 4-wheel drive ambulance to replace a 2012 model with approximately 220,000 miles. He explained they like to rotate between 2-wheel and 4-wheel drive vehicles so that at least half of the fleet is 4-wheel drive in order to better serve the public in the winter weather conditions. He reported that $160,000.00 was budgeted for this purchase and he anticipates the bids to come in within budget.

MOTION by Commissioner Staton, seconded by Commissioner Vowels, authorizing the Henderson City/County Ambulance Service Director to proceed with advertising for a Type I, 4-wheel drive ambulance to be placed in service in FY2020.

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

- Commissioner Staton ---- Aye:
- Commissioner Vowels --- Aye:
- Commissioner Bugg ----- Absent:
- Commissioner Royster -- Aye:
- Mayor Austin ------------- Aye:

APPROVAL OF CONSENT AGENDA:

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

Minutes: January 21, 2020, Work Session
January 28, 2020, Regular Meeting

Resolutions: 05-20: Resolution Amending Henderson Vision Plan by Adding Henderson Downtown Master Plan Appendix

06-20: Resolution Approving Municipal Aid Cooperative Agreement with the Kentucky Transportation Cabinet for Maintenance and Construction of City Streets in Fiscal Year 2020-2021

07-20: Resolution Authorizing Submittal of Grant Application to the Kentucky Office of Homeland Security (KOHS) for Funds in the Amount of $25,000.00, and Acceptance of Grant if Awarded; and Authorizing Mayor to Execute Documents and to Act as Authorized Correspondent for the Project

Municipal Order:

04-20: 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 Vowels, seconded by Commissioner Royster, to approve the items on the Consent Agenda as presented.

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

- Commissioner Staton ---- Aye:
- Commissioner Vowels --- Aye:
- Commissioner Bugg ----- Absent:
- Commissioner Royster -- Aye:
- Mayor Austin ------------- Aye:
WHEREUPON, Mayor Austin declared the consent agenda items approved.

ORDINANCE NO. 03-20: SECOND READ
ORDINANCE RELATING TO PARKING
AN ORDINANCE AMENDING CHAPTER 22, TRAFFIC AND MOTOR VEHICLE, ARTICLE II-PARKING, STOPPING AND STANDING, DIVISION 1, SECTION 22-62-LIMITED FREE PARKING TO PROVIDE FOR THREE HOURS OF FREE PARKING PERMANENTLY AND SECTION 22-63 EVADING TIME LIMITATIONS PROHIBITED CHANGING FIVE TIMES A WEEK TO SEVEN TIMES A WEEK

MOTION by Commissioner Staton, seconded by Commissioner Vowels, that the ordinance be adopted.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Absent:
Commissioner Royster -- Aye:
Mayor Austin ------------- Aye:

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

ORDINANCE NO. 04-20: FIRST READ
ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE
AN ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE FOR THE FISCAL YEAR COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020 FOR THE CITY OF HENDERSON, KENTUCKY

MOTION by Commissioner Royster, seconded by Commissioner Staton, that the ordinance be adopted.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Absent:
Commissioner Royster -- 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 NO. 05-20: FIRST READ
ORDINANCE ADOPTING CHARGES FOR WATER, WASTEWATER AND STORMWATER SERVICES
AN ORDINANCE REPEALING AND REPLACING ORDINANCE 10-18, AND CHANGING THE UNIT PRICING FROM HUNDRED CUBIC FEET (CCF) TO 1,000 GALLONS AS SHOWN IN THE ATTACHED RATE TABLES TO BE EFFECTIVE APRIL 1, 2020

MOTION by Commissioner Staton, seconded by Commissioner Royster, that the ordinance be adopted.

TOM WILLIAMS, Henderson Water Utility General Manager, reported that this conversion is due in part to a long-term water meter replacement plan to replace approximately 11,000 residential meters. The new meters will be read in gallons instead of cubic feet, thereby easier for everyone to understand.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Absent:
Commissioner Royster -- 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.

RESOLUTION NO. 08-20:
RESOLUTION AUTHORIZING SUBMITTAL OF GRANT APPLICATION TO THE U.S. DEPARTMENT OF HOMELAND SECURITY, FEDERAL EMERGENCY MANAGEMENT AGENCY UNDER THE ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM, IN THE AMOUNT OF $316,250.00 WITH A 10% MATCH TO PURCHASE REPLACEMENTS FOR OUTDATED SELF-CONTAINED BREATHING APPARATUS (SCBA) FOR THE FIRE DEPARTMENT, ACCEPTING GRANT IF AWARDED; AND AUTHORIZING THE MAYOR TO SIGN ALL NECESSARY DOCUMENTS

MOTION by Commissioner Vowels, seconded by Commissioner Royster, authorizing the submittal, and acceptance if awarded, of a grant application under the Assistance to Firefighters Program in the amount of $316,250.00 for the purchase of replacements of outdated self-contained breathing apparatus (SCBA) for the Fire Department.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Absent:
Commissioner Royster -- 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.

/at/ Steve Austin
Steve Austin, Mayor
February 25, 2020

ATTEST:
Maree Collins, CKMC, City Clerk
RESOLUTION NO. 09-20:
RESOLUTION FOR THE ENGAGEMENT OF KEATING MUETHING & KLEKAMP PLL TO PROVIDE LEGAL SERVICES FOR THE CITY OF HENDERSON TO ESTABLISH A DEVELOPMENT AREA TAX INCREMENT FINANCE DISTRICT (TIF DISTRICT) WITHIN A DESIGNATED DOWNTOWN AREA

MOTION by Commissioner Staton, seconded by Commissioner Royster, authorizing the engagement of James E. Parsons, Keating Muething & Klekamp PLL, to provide special legal services to the City to establish a development area tax increment finance district (TIF District) to provide incentives and pay for or reimburse costs necessary to encourage the redevelopment of the TIF District in accordance with a plan as developed by the City.

MAYOR AUSTIN reported that this subject was covered extensively during a previous work session and this is the next step in the process.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Absent:
Commissioner Royster -- 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
February 25, 2020

ATTEST:
Maree Collins, CKMC, City Clerk

MUNICIPAL ORDER NO. 05-20:
MUNICIPAL ORDER AWARDING BID FOR MOWING OF CITY PROPERTIES TO GREEN EYED MONSTER LAWN SERVICES OF OWENSBORO, KENTUCKY FOR GROUP A PROPERTIES

MOTION by Commissioner Staton, seconded by Commissioner Vowels, to adopt the municipal order awarding the bid for the purchase of mowing of Group A-City properties, in strict accordance with the bid as submitted pursuant to Bid Reference 20-02.

TRACE STEVENS, Parks, Recreation and Cemeteries Director, reported that there is a significant increase in the dollar amount due in part to the addition of the Municipal Golf Course property to the list. He further reported that this is a new vendor for us, so references were checked with the firm highly recommended.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Absent:
Commissioner Royster -- 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
February 25, 2020

ATTEST:
Maree Collins, CKMC, City Clerk
MUNICIPAL ORDER NO. 06-20:
MUNICIPAL ORDER APPROVING CHANGE ORDER # FOUR (4) TO THE
CONTRACT BETWEEN THE CITY OF HENDERSON, HENDERSON COUNTY FISCAL
COURT AND MOTOROLA SOLUTIONS, REGARDING THE 9-1-1 COMMUNICATION
RADIO UPGRADE PROJECT

MOTION by Commissioner Vowels, seconded by Commissioner Royster, to adopt the
municipal order authorizing Change Order #4 to the Contract between the City, the County and
Motorola Solutions regarding the 9-1-1 Communication Radio Upgrade Project. This change
order reduces the warranty period to sixteen (16) months in exchange for equipment necessary to
complete the Enhanced Data Channel Add-on (which includes Advanced Vehicle Location
tracking). The warranty period does not begin until all equipment is operational, and we are
almost five years into this project.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Absent:
Commissioner Royster -- 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
February 25, 2020

ATTEST:
Maree Collins, CKMC, City Clerk ____________________

MUNICIPAL ORDER NO. 07-20:
MUNICIPAL ORDER AUTHORIZING PURCHASE OF THREE (3) POLICE
VEHICLES FROM GLENN’S FREEDOM DODGE, OF LEXINGTON, KENTUCKY, AT
THE STATE PRICE CONTRACT IN THE TOTAL AMOUNT OF $83,096

MOTION by Commissioner Staton, seconded by Commissioner Vowels, to adopt the
municipal order authorizing the purchase of three vehicles for the police department from
Glenn’s Freedom Dodge of Lexington, Kentucky, at the State Price Contract in the total amount
of $83,096.00.

HEATH COX, Police Chief, reported that his department is down several vehicles and
has three budgeted. Request for bids were sent out; however, due to the lack of available police
pursuit vehicles and the long waiting period for those vehicles, it is his recommendation to
purchase two marked police pursuit vehicles and one un-marked vehicle off the State Price
Contract with a 90 day timeline for delivery.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ----- Absent:
Commissioner Royster -- 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
February 25, 2020

ATTEST:
Maree Collins, CKMC, City Clerk ____________________
CITY OF HENDERSON – RECORD BOOK

Record of Minutes of ____ A Regular ______ Meeting on ________February 25, 2020

CITY MANAGER’S REPORT:

WILLIAM L. “BUZZY” NEWMAN, JR., City Manager, reported that pursuant to the January Work Session a recommendation on sanitation, which at this time will be relating to the landfill, transfer station and the scale house only, will be presented at the first meeting in March.

CITY ATTORNEY’S REPORT:

DAWN KELSEY, City Attorney, reported that the next five mass foreclosure properties will go to the Master Commissioner for sale at 10:30 a.m. next Wednesday, March 4th. Those properties are 456 and 454 South Alves Street, 431 South Alves Street, 238 South Ingram Street and Parcel #56-27 located on Old Madisonville Road.

RE-APPOINTMENT: Board of Zoning Adjustment:
Mr. Mac Arnold – Term to Expire April 24, 2020

Motion by Commissioner Royster, seconded by Commissioner Vowels, upon recommendation of Mayor Steve Austin, to reappoint Mr. Mac Arnold to the Board of Zoning Adjustment. Said term to expire April 24, 2024.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ---- Absent:
Commissioner Royster -- Aye:
Mayor Austin ----------- Aye:

MEETING ADJOURN:

MOTION by Commissioner Royster, seconded by Commissioner Vowels, to adjourn the meeting.

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

Commissioner Staton ---- Aye:
Commissioner Vowels --- Aye:
Commissioner Bugg ---- Absent:
Commissioner Royster -- Aye:
Mayor Austin ----------- Aye:

WITHOUT OBJECTION, Mayor Austin declared the Meeting adjourned at approximately 5:55 p.m.

ATTEST: ____________________________

Steve Austin, Mayor
March 10, 2020

Maree Collins, CKMC
City Clerk
March 3, 2020

TO: Mayor Steve Austin and the Board of Commissioners
FROM: William L. "Buzzy" Newman, Jr., City Manager
SUBJECT: Purchase Police Uniforms and Accessories

The accompanying municipal order authorizes the award of a contract for police uniforms and accessories to Siegel's Uniforms, Evansville, Indiana, in accordance with their low bid price. The estimated value of the contract is approximately $30,705.00.

The contract will be utilized to meet the uniform needs of Police Department employees during the year. The contract serves as an open requirement order to meet an unknown quantity and type of uniform apparel. Approximately 83 items of uniform and accessories are included in the contract ranging from felt campaign hats to chukka boots to rank insignia.

Bid information was sent to seven vendors, three bids were received. One bid did not meet specifications of bidding on all items as required. Siegel's Uniforms was the lowest responsive bidder and award is recommended accordingly.

The contract is for a one-year period, with option to extend for an additional one-year period under the same terms and conditions if mutually agreeable to both parties.

Your approval of the attached municipal order is requested.

c: Heath Cox
   Dawn Winn
March 2, 2020

TO: Buzzy Newman
    City Manager

FROM: Heath Cox
      Chief of Police

SUBJECT: Recommendation for Police Uniform Bid 20-08

Bids were opened and recorded for Bid Reference No. 20-08 on February 26, 2020, in reference to Police Uniforms for the Henderson Police Department. It is my recommendation that the lowest bidder, Siegel’s Uniforms, Evansville, Indiana, receive the bid award for Police Uniforms.

If you have any questions or need any additional information in reference to this matter, please do not hesitate to contact me.

Heath Cox
Chief of Police

HAC/wds
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Percentage Increase/Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Navy Long Sleeve Polyester Shirt Blauer #8870 (No substitutions) (Qty 20)</td>
<td>$49.00</td>
<td>$980.00</td>
<td>$47.28</td>
<td>$945.60</td>
<td>No Bid</td>
<td>#VALUE!</td>
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<td>2</td>
<td>Navy Short Sleeve Polyester Shirt Blauer #8875 (No substitutions) (Qty 20)</td>
<td>$45.00</td>
<td>$900.00</td>
<td>$44.00</td>
<td>$880.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>9.76%</td>
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<tr>
<td>3</td>
<td>Navy Polyester Trousers, 8-pocket, Blauer #8857 (no substitutions) (Qty 30)</td>
<td>$50.00</td>
<td>$1,500.00</td>
<td>$47.50</td>
<td>$1,425.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>7.53%</td>
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<tr>
<td>4</td>
<td>Navy Ladies Long Sleeve Poly Shirt Blauer #8675 (no substitutions) (Qty 20)</td>
<td>$38.00</td>
<td>$190.00</td>
<td>$49.00</td>
<td>$245.00</td>
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<td>5</td>
<td>Navy Ladies Short Sleeve Poly Shirt Blauer Ladies Choice Textrop 9314LCN (Qty 5)</td>
<td>$34.00</td>
<td>$170.00</td>
<td>$43.00</td>
<td>$215.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>-2.86%</td>
</tr>
<tr>
<td>6</td>
<td>Navy Long Sleeve Class &quot;B&quot; Shirt 5.11 Tactical Men's Long Sleeve PDU Shirt MFG #72345 (Qty 20)</td>
<td>$38.00</td>
<td>$760.00</td>
<td>$40.00</td>
<td>$800.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>0.00%</td>
</tr>
<tr>
<td>7</td>
<td>Navy Short Sleeve Class &quot;B&quot; Shirt 5.11 Tactical Men's Short Sleeve PDU Shirt MFG #71177 (Qty 20)</td>
<td>$38.00</td>
<td>$760.00</td>
<td>$40.00</td>
<td>$800.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>0.00%</td>
</tr>
<tr>
<td>8</td>
<td>Navy Class &quot;B&quot; Pants 5.11 Tactical Men's PDU Pants MFG #74326 (Qty 20)</td>
<td>$40.00</td>
<td>$800.00</td>
<td>$40.00</td>
<td>$800.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>5.26%</td>
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<tr>
<td>9</td>
<td>Short Sleeve Polo Shirts, first initial &amp; last name embroidered on right chest, HPD logo on left chest, Elbeco K5131 Short Sleeve Shirts (Qty 30)</td>
<td>$38.00</td>
<td>$1,140.00</td>
<td>$41.00</td>
<td>$1,230.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>5.56%</td>
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<tr>
<td>10</td>
<td>Long Sleeve Polo Shirts, first initial &amp; last name embroidered on right chest, HPD logo on left chest, Elbeco K5141 Long Sleeve Shirts (Qty 10)</td>
<td>$41.00</td>
<td>$410.00</td>
<td>$44.00</td>
<td>$440.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>5.13%</td>
</tr>
<tr>
<td>11</td>
<td>Tactical Combat Shirt Tru Spec MultiCam Combat Shirt MFG #2550 (Qty 5)</td>
<td>$56.00</td>
<td>$280.00</td>
<td>$48.00</td>
<td>$240.00</td>
<td>$52.53</td>
<td>$262.65</td>
<td>-2.61%</td>
</tr>
<tr>
<td>12</td>
<td>Tactical Response Pants Tru Spec MultiCam Tactical Response Uniform Pants MFG #1299 (Qty 5)</td>
<td>$46.00</td>
<td>$230.00</td>
<td>$54.00</td>
<td>$270.00</td>
<td>$49.43</td>
<td>$247.15</td>
<td>-1.88%</td>
</tr>
<tr>
<td>13</td>
<td>Gloves SWAT Gloves (Qty 5)</td>
<td>$45.00</td>
<td>$225.00</td>
<td>$38.00</td>
<td>$190.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>-10.00%</td>
</tr>
<tr>
<td>14</td>
<td>Tru Spec Ascent Pants Tru Spec #1019 (Qty 5)</td>
<td>$42.00</td>
<td>$210.00</td>
<td>$41.00</td>
<td>$205.00</td>
<td>$42.00</td>
<td>$210.00</td>
<td>-0.59%</td>
</tr>
</tbody>
</table>
## CITY OF HENDERSON, KENTUCKY
### BID TABULATION SHEET

**BID REFERENCE NO.:** 20-08  
**DATE BID OPENED:** 02/26/20  
**APPROVAL DATE:**  
**ACCEPTANCE FORM SENT:**

---

**Item** | **Description** | **Unit Price** | **Extension** | **Unit Price** | **Extension** | **Unit Price** | **Extension** | **Unit Price** | **Extension** | **Percentage Increase/Decrease**
--- | --- | --- | --- | --- | --- | --- | --- | --- | --- | ---
15 | Polyester Bike Polo Blauer Colorblock #8133 (Qty 5) | $49.00 | $245.00 | $48.00 | $240.00 | No Bid | #VALUE! | $48.00 | $240.00 | 2.08%
16 | Nylon Bike Pants Mocean Tech MFG #2088Z (Qty 5) | $70.00 | $350.00 | $39.00 | $195.00 | No Bid | #VALUE! | $75.00 | $375.00 | -6.67%

#### Parking Enforcement

17 | Navy Blue Shorts Red Kap, PT 35 (Qty 4) | $15.00 | $60.00 | $13.00 | $52.00 | No Bid | #VALUE! | $16.25 | $65.00 | -7.69%
18 | Navy Blue Pants Red Kap, PT 21 (Qty 4) | $17.00 | $68.00 | $21.00 | $84.00 | No Bid | #VALUE! | $17.45 | $69.60 | -2.58%

#### Academy Uniform

19 | Navy Long Sleeve Uniform Shirt 5.11 Tactical Long Sleeve PDU Shirt #72345 (Qty 10) | $38.00 | $380.00 | $40.00 | $400.00 | No Bid | #VALUE! | $38.00 | $380.00 | 0.30%
20 | Navy Short Sleeve Uniform Shirt 5.11 Tactical Short Sleeve Shirt PDU Shirt #71177 (Qty 10) | $38.00 | $380.00 | $40.00 | $400.00 | No Bid | #VALUE! | $38.00 | $380.00 | 0.30%
21 | Navy Cargo Pants 5.11 Tactical PDU Pants #74326 (Qty 10) | $40.00 | $400.00 | $40.00 | $400.00 | No Bid | #VALUE! | $38.00 | $380.00 | 5.26%

#### Boots and Shoes

22 | Black Clarion Chukka Boots Bates 53 (Qty 10) | $103.00 | $1,030.00 | $121.00 | $1,210.00 | No Bid | #VALUE! | $102.00 | $1,020.00 | 0.98%
23 | Black Clarion Low-top Bates 742 (Qty 2) | $96.00 | $192.00 | $90.00 | $180.00 | No Bid | #VALUE! | $96.00 | $192.00 | 0.00%
24 | 6" Duty Boot Danner Kinetic Style #28015 (Qty 10) | $120.00 | $1,200.00 | $130.00 | $1,300.00 | No Bid | #VALUE! | $121.00 | $1,210.00 | -0.83%
25 | 8" Duty Boot Danner Kinetic Style #28010 (Qty 10) | $127.00 | $1,270.00 | $135.00 | $1,350.00 | No Bid | #VALUE! | $129.00 | $1,290.00 | -1.55%
26 | 6" Chukka Boot Rocky 5005 (Qty 20) | $100.00 | $2,000.00 | $102.00 | $2,040.00 | No Bid | #VALUE! | $103.00 | $2,060.00 | -2.91%
27 | Low Cut Shoe Rocky 5000 (Qty 5) | $98.00 | $490.00 | $99.50 | $497.50 | No Bid | #VALUE! | $100.00 | $500.00 | -2.00%
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Percentage Increase/Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>28</td>
<td>Hi-Vis Traffic Gloves, Lime Green Ringers, Mfg #306-08 (Qty 3)</td>
<td>$15.00</td>
<td>$45.00</td>
<td>$12.00</td>
<td>$36.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$12.00</td>
<td>$36.00</td>
<td>25.00%</td>
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<tr>
<td>29</td>
<td>Hi Viz Bomber Jacket, Black/Lime Green Neese Style 9400AJ (Qty 3)</td>
<td>$51.00</td>
<td>$153.00</td>
<td>$50.00</td>
<td>$150.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$51.00</td>
<td>$153.00</td>
<td>0.00%</td>
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<td>30</td>
<td>PVC Vinyl Raincoat with Reflective Striping, 48&quot;, Lime Green Neese, Mfg #1870C (Qty 3)</td>
<td>$18.00</td>
<td>$54.00</td>
<td>$18.50</td>
<td>$55.50</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$18.00</td>
<td>$54.00</td>
<td>0.00%</td>
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<tr>
<td>31</td>
<td>Patrol Jacket with stand alone fleece inner jacket, Scotchtite Police panel on back dropdown flap, badge patch on front and shoulder patches on both inner and outer jacket, 5.11 4-in-1 Jacket 48027 (Qty 10)</td>
<td>$185.00</td>
<td>$1,250.00</td>
<td>$196.00</td>
<td>$1,960.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$176.00</td>
<td>$1,760.00</td>
<td>5.11%</td>
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<tr>
<td>32</td>
<td>Dry Rain Shell 5.11 TacMed Tac Dry Rain Shell, Mfg #A8098 (Qty 10)</td>
<td>$91.00</td>
<td>$910.00</td>
<td>$97.50</td>
<td>$975.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$92.00</td>
<td>$920.00</td>
<td>-1.09%</td>
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<tr>
<td>33</td>
<td>Felt Campaign Hat, Seville Blue Stratton F40 (Qty 10)</td>
<td>$99.00</td>
<td>$990.00</td>
<td>$109.00</td>
<td>$1,060.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$96.00</td>
<td>$960.00</td>
<td>3.13%</td>
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<td>34</td>
<td>Straw Campaign Hat, Black Stratton (Double Brim) S40DM (Qty 10)</td>
<td>$70.00</td>
<td>$700.00</td>
<td>$80.00</td>
<td>$800.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$65.00</td>
<td>$650.00</td>
<td>7.69%</td>
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<tr>
<td>35</td>
<td>Hat Cord with Acorns for Hats gold and/or silver Stratton (Qty 10)</td>
<td>$8.00</td>
<td>$80.00</td>
<td>$9.00</td>
<td>$90.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$8.75</td>
<td>$87.50</td>
<td>-8.57%</td>
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<tr>
<td>36</td>
<td>Three Piece Black Strap for Hats Stratton (Qty 10)</td>
<td>$7.00</td>
<td>$70.00</td>
<td>$8.00</td>
<td>$80.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$5.99</td>
<td>$59.90</td>
<td>16.86%</td>
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<tr>
<td>37</td>
<td>Hat Rain Cover, Clear Vinyl Stratton (Qty 40)</td>
<td>$6.00</td>
<td>$240.00</td>
<td>$6.00</td>
<td>$240.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$5.99</td>
<td>$239.60</td>
<td>0.17%</td>
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<tr>
<td>38</td>
<td>Navy Tie, Broome 900BO (Qty 20)</td>
<td>$4.00</td>
<td>$80.00</td>
<td>$5.50</td>
<td>$110.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$4.00</td>
<td>$80.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>39</td>
<td>Patrolman Breast Badge, Blackington B736 Rhodium (Qty 10)</td>
<td>$73.00</td>
<td>$730.00</td>
<td>$79.00</td>
<td>$790.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$74.00</td>
<td>$740.00</td>
<td>-1.35%</td>
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<tr>
<td>40</td>
<td>Sergeant Breast Badge Blackington B736 TT two tone Gold on Silver (Qty 5)</td>
<td>$97.00</td>
<td>$485.00</td>
<td>$96.00</td>
<td>$480.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
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<td>$487.50</td>
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<td>41</td>
<td>Commanding Officer Breast Badge, Blackington B736 Gold (Qty 2)</td>
<td>$79.00</td>
<td>$158.00</td>
<td>$82.00</td>
<td>$164.00</td>
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<td>$81.25</td>
<td>$162.50</td>
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<td>42</td>
<td>Patrolman Hat Badge Blackington B720 Rhodium (Qty 5)</td>
<td>$63.00</td>
<td>$315.00</td>
<td>$74.00</td>
<td>$370.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>$65.00</td>
<td>$325.00</td>
<td>-3.08%</td>
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<td>Item</td>
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<td>Extension</td>
<td>Unit Price</td>
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<td>Extension</td>
<td>Percentage Increase/Decrease</td>
<td></td>
<td></td>
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<tr>
<td>------</td>
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<td>-----------------------------</td>
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<tr>
<td>43</td>
<td>Sergeant Hat Badge, Blackinton B720 TTG two tone gold on Silver (Qty 2)</td>
<td>$80.00</td>
<td>$160.00</td>
<td>$85.00</td>
<td>$170.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>-5.33%</td>
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<td>44</td>
<td>Commanding Officer Hat Badge Blackinton B720 gold (Qty 2)</td>
<td>$69.00</td>
<td>$138.00</td>
<td>$77.00</td>
<td>$154.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>-1.78%</td>
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<tr>
<td>45</td>
<td>Name Plate Reeves A500 (Qty 10)</td>
<td>$11.00</td>
<td>$110.00</td>
<td>$11.00</td>
<td>$110.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>0.09%</td>
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<tr>
<td>46</td>
<td>Serving Since Attachment Reeves A500 (Qty 10)</td>
<td>$11.00</td>
<td>$110.00</td>
<td>$11.00</td>
<td>$110.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>7.32%</td>
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<tr>
<td>47</td>
<td>H.P.D. Collar Insignia Blackinton #5 (Qty 15)</td>
<td>$20.00</td>
<td>$300.00</td>
<td>$19.00</td>
<td>$285.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>-7.83%</td>
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<tr>
<td>48</td>
<td>Miniature Rank Insignia 3/4&quot; in gold and/or silver Smith and Warren (Qty 10)</td>
<td>$9.00</td>
<td>$90.00</td>
<td>$21.00</td>
<td>$210.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>49</td>
<td>Large Rank Insignia 1&quot; in gold and/or silver Smith and Warren (Qty 10)</td>
<td>$9.00</td>
<td>$90.00</td>
<td>$21.00</td>
<td>$210.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>0.00%</td>
<td></td>
<td></td>
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<tr>
<td>50</td>
<td>Metal Whistle gold or silver Premier (Qty 5)</td>
<td>$3.00</td>
<td>$15.00</td>
<td>$3.00</td>
<td>$15.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>20.00%</td>
<td></td>
<td></td>
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<tr>
<td>51</td>
<td>Garrison Belt Vat Dyed Black Leather Boston 6505 (Qty 15)</td>
<td>$19.00</td>
<td>$285.00</td>
<td>$24.00</td>
<td>$360.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>8.57%</td>
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<tr>
<td>52</td>
<td>Web Belt Black 1&quot; web (Qty 5)</td>
<td>$4.00</td>
<td>$20.00</td>
<td>$24.00</td>
<td>$120.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>33.78%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>53</td>
<td>Sam Crown Belt Safariland 67-XX-9 (Qty 10)</td>
<td>$60.00</td>
<td>$600.00</td>
<td>$56.00</td>
<td>$560.00</td>
<td>$50.60</td>
<td>$506.00</td>
<td>-6.98%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>54</td>
<td>Handcuff Case Safariland 190-oHS (Qty 10)</td>
<td>$29.00</td>
<td>$290.00</td>
<td>$28.00</td>
<td>$280.00</td>
<td>$25.16</td>
<td>$251.60</td>
<td>-9.38%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>55</td>
<td>Double Magazine Pouch Safariland 77-XX-HS Clarino-Hidden Snap (Qty 10)</td>
<td>$35.00</td>
<td>$350.00</td>
<td>$31.00</td>
<td>$310.00</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>56</td>
<td>Maginize Holder, Safariland, 575-83-131, (Qty 10)</td>
<td>$33.00</td>
<td>$330.00</td>
<td>$32.00</td>
<td>$320.00</td>
<td>$27.79</td>
<td>$277.90</td>
<td>3.13%</td>
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<td></td>
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<tr>
<td>57</td>
<td>Mini Flashlight Carrier, Safariland 306-11-9 (Qty 5)</td>
<td>$22.00</td>
<td>$110.00</td>
<td>$21.00</td>
<td>$105.00</td>
<td>$18.43</td>
<td>$92.15</td>
<td>-5.21%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>58</td>
<td>Glove Pouch, Clarino Duty Man 34311U (Qty 5)</td>
<td>$14.00</td>
<td>$70.00</td>
<td>$18.50</td>
<td>$92.50</td>
<td>No Bid</td>
<td>#VALUE!</td>
<td>0.36%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>59</td>
<td>Security Holster, Safariland SLS Level II Duty Holster Model 6280 (Qty 5)</td>
<td>$90.00</td>
<td>$450.00</td>
<td>$96.00</td>
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<td>#VALUE!</td>
<td>4.35%</td>
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### Bid Tabulation Sheet

**City of Henderson, Kentucky**

**BID REFERENCE NO.:** 20-08  
**DATE BID OPENED:** 02/26/20  
**APPROVAL DATE:**  
**ACCEPTANCE FORM SENT:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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<th>Extension</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Percentage Increase/Decrease</th>
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| 78   | Purple Heart Ribbon  
V.H. Blackinton A4616A (Qty 2) | $12.00 | $24.00 | $14.50 | $29.00 | No Bid | #VALUE! | $11.50 | $11.50 | 4.35% |
| 79   | Merit Ribbon  
V.H. Blackinton A7176+ (Qty 2) | $12.00 | $24.00 | $11.00 | $22.00 | No Bid | #VALUE! | $11.50 | $57.50 | 4.35% |
| 80   | Exceptional Service Ribbon  
V.H. Blackinton A8231 (Qty 2) | $12.00 | $24.00 | $11.00 | $22.00 | No Bid | #VALUE! | $11.50 | $57.50 | 4.35% |
| 81   | Blauer B Cool Performance Cap #138 Black (Qty. 10) | $10.00 | $100.00 | $10.00 | $100.00 | No Bid | #VALUE! | $9.00 | $45.00 | 11.11% |
| 82   | Blackhawk Moulded Belt Keeper #445300BK (Qty.10) | $16.00 | $160.00 | $14.00 | $140.00 | $15.56 | $155.60 | $0.00 | $0.00 | #DIV/0! |
| 83   | Vest, Public Safety Traffic Visibility Enhanced Apparel  
#VEA-549 (Qty.10) | $35.00 | $350.00 | $22.00 | $220.00 | No Bid | #VALUE! | $0.00 | $0.00 | #DIV/0! |

**Total Bid Price Based on Estimated Annual Quantities:**  
$3,782.00 | $30,705.00 | $3,911.28 | $31,928.60 | $856.28 | #VALUE! | $3,684.84 | $29,550.71 | 2.64% |

**Other Bidders Contacted:**  
Command Uniforms, Steven R. Jenkins Company, Inc, Galls Inc, Bluegrass Uniforms

**Bids Opened & Recorded By:**  
[Signature]

**Bids Reviewed By:**  
Heath Cox

06-01-14H
City of Henderson, Kentucky
Invitation to Bid
Bid Reference No. 20-08

SPECIAL CONDITIONS

1. Uniforms to be available for male and female officers. Female uniforms to be made exactly like male uniforms and cut on industry accepted female patterns.

2. The brands and styles listed in the Technical Specifications represent a quality sought by the City of Henderson. Any exceptions taken on any item shall be clearly detailed in bid documents and, if requested by the City, a sample of substituted item shall be provided within seven (7) days. Samples will be returned at bidder’s expense within thirty (30) days. If no exceptions are made, the bidder is agreeing to provide the exact brand specified instead of an equivalent.

3. Successful bidder must show proof of adequate inventory of all items to accommodate requirements of the Henderson Police Department.

4. Successful bidder will be required to send a representative to the Henderson Police Department to take measurements and orders from each individual.

5. Successful bidder must have facilities for altering uniforms for proper fit and appearance. Any necessary alterations to be included in the bid.

6. All uniforms will be purchased using a purchase order. No purchase order will be paid until it has been filled. Each employee’s uniforms shall be delivered in a separate package and marked with the individual employee’s name and purchase order number. The successful bidder shall be able to fill purchase orders within three weeks.

7. Bid prices shall include delivery to the City of Henderson. Bid prices shall remain firm throughout the contract term.

8. The successful bidder(s) will be awarded a contract for one (1) year beginning with acceptance of the bid by the City of Henderson Board of Commissioners. Upon written agreement by both parties the contract may be extended for an additional twelve (12) months. All provisions of the original contract shall apply.

9. The City reserves the right to cancel the contract of the successful bidder after thirty (30) days written notice if, in the opinion of the City Manager and/or Police Chief, the successful bidder delivers items that fail to meet specifications or fails to deliver ordered items in a timely manner.

10. Bid items that are discontinued during the contract period shall not be substituted without prior approval of the Police Chief.
SPECIAL CONDITIONS
Page 2

Bid Award: Bids must contain unit prices for all items (1-83) in order to be considered responsive and eligible for award. Bid shall be awarded to the lowest Total Bid Price using bid unit prices times the estimated annual quantities.

Note: All quantities as shown throughout this bid are estimated only. The City does not guarantee purchase of any minimum or maximum quantities.

Technical questions may be directed to Major Jermaine Poynter at (270)831-1295. Bid procedure questions may be directed to Dawn Winn, Assistant Finance Director at (270)831-1290, ext. 2220.

- End of Section -
City of Henderson, Kentucky
Invitation to Bid

Bid Reference No. 20-08

TECHNICAL SPECIFICATIONS

Class A Uniform

1. Blauer, Style #8670, Long Sleeve Poly Shirt (Must come in female equivalent) – No substitution
   - Navy Blue
   - Traditional 5-crease military style (Stitched)
   - 8 oz. washable 100% Polyester fabric with 10% stretch and liquid repellent finish
   - Abrasion resistant, stretch nylon mesh side panels
   - Front zipper closure with mock buttons
   - Pleated pockets with hook and loop flaps, pencil slot left, and secure vertical compartment
   - Banded dress collar
   - Center-positioned mic tab
   - 2-button adjustable cuffs
   - Reinforced epaulets
   - Badge eyelets with internal support strap
   - Extra long shirt tails
   - Reflective trim on packet panels, inside cuffs and underside of read collar

2. Blauer, Style #8675, Short Sleeve Poly Shirt (Must come in female equivalent) – No substitution
   - Navy Blue
   - Traditional 5-crease military style (Stitched)
   - 8 oz. washable 100% Polyester fabric with 10% stretch and liquid repellent finish
   - Abrasion resistant, stretch nylon mesh side panels
   - Front zipper closure with mock buttons
   - Pleated pockets with hook and loop flaps, pencil slot left, and secure vertical compartment
   - Convertible sport collar
   - Port opening on sides for microphone ear piece
   - Center-positioned microphone/camera tab
   - 2-button adjustable cuffs
   - Reinforced epaulets
   - Badge eyelets with internal support strap
   - Extra long shirt tails
   - Reflective trim on packet panels, inside cuffs and underside of read collar
3. Blauer, Style #8657, 6-pocket Polyester Trousers (Must come in female equivalent) – No substitution
   - Navy Blue
   - 13 oz. 100% Polyester elastique with 10% stretch
   - Stretch waistband construction with silicone shirtgrip and double hooks
   - Front quarter pocket styling
   - 2 hip pockets
   - 2 cut in side pockets with equipment funnels
   - Heavy-duty nylon fly zipper with auto-lock slider
   - Thigh let-outs accommodate athletic build

4. Elbeco Ladies Choice Textrop Long Sleeve Poly Style 9314LCN (Dark Navy)
   - Badge eyelets with internal support strap
   - Machine washable
   - Two fully functional pleated pockets with scalloped flaps, hook and loop closure, and pen opening in both pockets and pocket flap
   - Internal collar stays
   - Three stitched-in military creases on shirt back and two on shirt front
   - Two-button tab cuffs with dress placket for roll-up functionality
   - Cross-stitched shoulder straps with non-functional button for mic attachment
   - Fabric: Stretch 100% textured polyester - tropical weave
   - Utility pockets under each chest pocket with hook and loop closure
   - Single-needle detailing for tailored professional appearance
   - Extra-long tails keep shirt tucked in
   - Comm wire access openings in both side seams

5. Elbeco Ladies Choice Textrop Short Sleeve Poly Style 9814LCN (Dark Navy)
   - Badge eyelets with internal support strap
   - Machine washable
   - Two fully functional pleated pockets with scalloped flaps, hook and loop closure, and pen opening in both pockets and pocket flap
   - Internal collar stays
   - Three stitched-in military creases on shirt back and two on shirt front
   - Cross-stitched shoulder straps with non-functional button for mic attachment
   - Fabric: Stretch 100% textured polyester - tropical weave
   - Utility pockets under each chest pocket with hook and loop closure
   - Single-needle detailing for tailored professional appearance
   - Fully-lined front placket with seven-button front
   - Extra-long tails keep shirt tucked in
   - Comm wire access openings in both side seams

Class B Uniform

6. 5.11 Tactical Long Sleeve PDU Shirt MFG# 72345 (Dark Navy)
   - 65% polyester/35% cotton twill
TECHNICAL SPECIFICATIONS
Page 3

- 5.75 oz. twill
- Teflon®-treated finish for stain and soil resistance
- Manufactured with superior fade-resistant and color-consistent technology
- YKK zipper front
- Armpit vents
- Hidden document pockets
- Long Sleeves
- Bi-swing shoulders
- Mic cord pass through
- Machine wash and dry

7. 5.11 Tactical Short Sleeve PDU Shirt MFG# 71177 (Dark Navy)
- 65% polyester/35% cotton twill
- 5.75 oz. twill
- Teflon®-treated finish for stain and soil resistance
- Manufactured with superior fade-resistant and color-consistent technology
- YKK zipper front
- Armpit vents
- Hidden document pockets
- Short Sleeves
- Bi-swing shoulders
- Mic cord pass through
- Machine wash and dry

8. 5.11 Tactical PDU Pants Mfg# 74326 (Dark Navy)
- 7.25-oz. twill, Teflon® treated 65% polyester / 35% cotton
- Self-adjusting comfort waist
- Flat front
- Permanent creases
- B Class has patent pending cargo pockets
- Secure covert pocket at thigh
- Flashlight pocket on B Class
- Extra wide elastic gripper waistband

Polo Shirts

9. Elbeco K5131 Short Sleeve Shirts
- First initial and last name embroidered on right chest
- HPD logo embroidered on left chest

10. Elbeco K5141 Long Sleeve Shirts
- First initial and last name embroidered on right chest
- HPD logo embroidered on left chest
Emergency Response Team Uniforms

11. Tru Spec MultiCam Combat Shirt Mfg#2550
   - Mock turtle neck
   - Zippered sleeve storage pockets
   - Anti-abrasion padded elbow patch
   - Gusseted sleeves
   - Hook-and-loop cuff closures
   - Loop on sleeve pockets for attaching name, rank and flag patches
   - Glint tape holder for IR tape
   - No shoulder seams
   - Cordura® Base-layer body

12. Tru Spec MultiCam Tactical Response Uniform Pants Mfg# 1299
   - 7 oz 65% poly/35% cotton rip-stop
   - Extra deep front pockets with reinforced openings
   - Two slanted cargo pockets on each leg with 5" x 5" hidden pockets inside
   - Bellowed lower pocket with hook & loop closure
   - Button fly
   - Drawstring waist
   - 1" wide belt loops with 21/4" opening
   - Reinforced external knee pockets for pad inserts
   - Vat-dyed for lasting color fastness
   - Improved "stay tied" drawstring leg ties

13. SWAT Gloves
   - Carbon Tek® hard knuckles for forced door entry and knuckle protection
   - Reinforced palms for rappelling with Spandex® mesh for increased air flow
   - 100% leather
   - Reinforced fingertips for added protection
   - Adjustable wrist closures

SRO Uniforms

14. Tru Spec Ascent Coyote Style #1019
   - 6.5oz. polyester cotton micro rip-stop fabric
   - Stain-resistant Teflon® coating
   - 2-front slant pockets, 2-open accessory pockets and 6-expandable pockets with hook & loop flap closures
   - YKK® brass zipper
   - Comfort-fit slider waistband
   - Bartacked stress points for durability
   - Double reinforced knee with built in knee pad pockets
TECHNICAL SPECIFICATIONS

Page 5

• Machine wash and dry

Bicycle Uniform

15. Blauer Colorblock Performance Polo. Navy and Royal Blue. Style # 8133
   • Anti-microbial, moisture wicking material
   • Performance fit
   • Centered Mic/camera tab
   • Dual pen pockets on left sleeve
   • 3M™ reflective tape at sleeves, chest, and back

16. Mocean Tech Nylon Bike Pants Mfg# 2088Z
   • 4 oz 100% three-ply Taslan® nylon
   • Two zippered back pockets
   • Side cargo pockets with hook and loop closure
   • Two pen pockets in each cargo pocket
   • Zipper fly
   • 1-3/4"W elastic waistband with draw cord
   • Four fabric-covered belt keepers with hook and loop closures
   • Double-stitched seat for durability
   • Elastic cuffs and stirrups
   • Vented knees with stretch panels
   • 9" zippered leg gussets
   • Machine wash and dry

Parking Enforcement

17. Red Kap Women’s Shorts, #PT35
   • Navy Blue
   • Fabric: 7.25 oz. Twill
   • Blend: 65% Polyester / 35% Combed cotton
   • Finish: Pre-cure durable press
   • Silhouette: F8" inseam
   • Closure: Heavy duty brass ratcheting zipper Single hook and eye closure
   • Pocket: Two slack style front pockets, two set-in hip pockets, darts over hip pockets
   • Other: Synthetic blend pocketing and waistband trim. Double front pleats.
18. Red Kap Women's pants, PT 21
   • Navy Blue
   • Fabric: 8.oz Twill
   • Blend: 65% Polyester / 35% Combed cotton
   • Finish: Post-cure durable press
   • Silhouette: Updated fit
   • Closure: Heavy duty brass ratcheting zipper, button closures
   • Pocket: Two slack style front pockets, two set-in hip pockets, left has button closure, darts over hip pockets

Academy Uniform

19. 5.11 Tactical Long Sleeve PDU Shirt MFG# 72345 (Dark Navy)
   • 65% polyester/35% cotton twill
   • 5.75 oz. twill
   • Teflon®-treated finish for stain and soil resistance
   • Manufactured with superior fade-resistant and color-consistent technology
   • YKK zipper front
   • Armpit vents
   • Hidden document pockets
   • Long Sleeves
   • Bi-swing shoulders
   • Mic cord pass through
   • Machine wash and dry

20. 5.11 Tactical Short Sleeve PDU Shirt MFG# 71177 (Dark Navy)
   • 65% polyester/35% cotton twill
   • 5.75 oz. twill
   • Teflon®-treated finish for stain and soil resistance
   • Manufactured with superior fade-resistant and color-consistent technology
   • YKK zipper front
   • Armpit vents
   • Hidden document pockets
   • Short Sleeves
   • Bi-swing shoulders
   • Mic cord pass through
   • Machine wash and dry
21. 5.11 Tactical PDU Pants Mfg# 74326 (Dark Navy)
   - 7.25-oz. twill, Teflon® treated 65% polyester / 35% cotton
   - Self-adjusting comfort waist
   - Flat front
   - Permanent creases
   - B Class has patent pending cargo pockets
   - Secure covert pocket at thigh

Boots and Shoes

22. Clarino Chukka Boots – Bates 53 Lites Padded Collar High Gloss Chukka
   - High gloss upper
   - Oil/slip resistant polyurethane outsole
   - Goodyear welt construction
   - Removable full cushion dual density polymer footbed
   - Cambrelle lining
   - Black

23. Clarino Low-Top – Bates 742 Women’s DuraShocks High Gloss Oxford
   - High gloss uppers
   - Bates DuraShocks compression pads in forefoot and heel
   - Removable full cushion dual density polymer footbed
   - Cambrelle lining
   - Black

24. Danner Kinetic 6 inch Duty Boot Style #28015
   - 6" waterproof duty boot
   - Durable, polishable full-grain leather upper
   - Speed lace fastening system for secure fit
   - 100% waterproof and breathable GORE-TEX® lining
   - Removable cushioning polyurethane footbed

25. Danner Kinetic 8 inch Duty Boot Style #28010
   - 8" waterproof duty boot
   - Durable, polishable full-grain leather upper
   - Speed lace fastening system for secure fit
   - 100% waterproof and breathable GORE-TEX® lining
   - Removable cushioning polyurethane footbed
26. Rocky 5005 6" TMC Chukka Boot
   - Aegis Microbe Shield Applied to ROCKY Airport Footbed
   - Full-Grain Water-Resistant Polishable Leather
   - Berry Compliant
   - Non-Metallic Stabilizer
   - Slip and Oil Resistant TMC Direct Attach TPU/PU outsole

27. Rocky 5000 TMC Duty Work Shoe
   - Full Grain, Shinable Leather
   - Plain Toe Oxford
   - SR USA Postal Approved
   - Rocky Foot Support System Footbed
   - Long-Lasting Thermal Rubber Sole

Crossing Guard

28. Ringers Hi-Vis Traffic Gloves
   - Light, reflective fabric
   - Reflective stripes on palm
   - Quick pull-on design
   - High-Vis Yellow

29. Neese, Style # 9400AJ, Hi-Vis Bomber Jacket
   - Silver 2" 3M™ Reflective Tape
   - Removable Hide-Away Hood
   - Cell phone or radio pocket
   - Side entry slash pockets
   - Inner breast pocket
   - Elastic cuffs and waist
   - Removable fleece liner with zipper and tab/snap securing
   - Meets ANSI Class 3 visibility requirements
TECHNICAL SPECIFICATIONS

Page 9

30. Neese, Style # 1870C, Econo-Viz Coat with Snap-On Hood with Reflective Tape
   • Silver 2" reflective tape
   • Minimum of 48" long with adjustment for various sizes
   • Detachable hood with drawstring
   • Side slash through pockets (2)
   • Snap front closure with interlocking storm flap
   • Underarm vents
   • Vented back
   • Plastic take-up snaps on the sleeves
   • High-Vis Yellow

Miscellaneous

31. 4-in-1 Patrol Jacket by 5.11 Lot Number 48027. (Black)
   • Meets ASTM F903 for blood, bleach and acid resistance
   • 100% nylon shell
   • DuPont Active Layer waterproof/ breathable fabric with bloodborne pathogen resistance; Liner is wind-resistant fleece that can be worn alone or as zip-in to shell
   • Removable fleece liner
   • Shell has 11 pockets including Back-up Belt System chest pockets; Liner has four pockets
   • Velcro closed cuffs
   • Removable, back pull-down panels
   • Removable hood; badge tabs, side zippers
   • Cloth badge sewn on (badge to be provided by Henderson Police Department)
   • Henderson Police Department shoulder patches to be sewn on the upper sleeves of both the outer jacket and the fleece inner jacket

32. 5.11 Tactical Tac Dry Rain Shell, Mfg# 48098 (Black)
   • QUIXIP™ quick access side seam zips
   • Abrasion panels in key areas
   • Pullout panels on front chest and back
   • Removable and stowable hood
   • Elastic cord adjustment at hem

33. Felt Campaign Style Hats – Stratton F40 – Color: Seville Blue
   • Genuine Leather Sweatband
   • Made from imported fur felt
   • Metallic dyes capable of withstanding 100 hours of Fade-O-Meter testing
   • Triple thick, extra stiff brim in ¾” width
   • Single vent eyelet located on sides and back
34. Straw Campaign Style Hats – Stratton S40DB – Color: Black
   • Double brim
   • Made from imported Bedford hemp braid
   • Two layers of hemp braid for lasting shape retention and durability

35. Hat Cord with Acorns for Hats – Stratton – Color: Gold and/or Silver

36. Three Piece Black Strap for Hats – Stratton – Black

37. Hat Raincover – Stratton – Clear Vinyl

38. Navy Tie – Broome 900BO
   • 100% Polyester with clip-on feature
   • 3” wide at tip
   • Available in 14 ½, 18, and 20” lengths
   • Dark Navy 61

   • Full color enameled seal
   • Safety catch attachment
   • Rhodium finish

40. Sergeant Breast Badge – Blackington B736TT – Two tone Gold on Silver
   • Full color enameled seal
   • Safety catch attachment
   • Two tone finish

41. Commanding Officer Breast Badge – Blackington B736 – Gold
   • Full color enameled seal
   • Safety catch attachment
   • Gold plate finish

42. Patrolman Hat Badge – Blackington B720 – Rhodium
   • Full color enameled seal
   • Rhodium finish
   • Screw post attachment

43. Sergeant Hat Badge – Blackington B720TT – Two tone Gold on Silver
   • Full color enameled seal
   • Two tone finish
   • Screw post attachment
TECHNICAL SPECIFICATIONS
Page 11

44. Commanding Officer Hat Badge – Blackington B720 Gold
   • Full color enameled seal
   • Gold plate finish
   • Screw post attachment

45. Name Plate – Reeves A500
   • Nickel or gold plate
   • ¾" x 2 ¼"
   • Engraved and filled letters
   • Clutch back attachment

46. Serving Since YTS Attachment – Reeves A500
   • Nickel or gold plate
   • Engraved and filled letters and years of service
   • Sized to fit nameplate

47. Collar Insignia – Blackington #5
   • Silver
   • H.P.D. with clutch back attachment

48. Miniature Rank Insignia (Smith and Warren)
   • E515 Rhodium for Corporal
   • E514 Rhodium for Sergeant
   • C534 Gold for Lieutenant
   • C523 Gold for Major
   • C523 Rhodium for Lt. Colonel
   • C532 Gold for Chief

49. Large Rank Insignia (Smith and Warren)
   • E515 Rhodium for Corporal
   • E514 Rhodium for Sergeant
   • C538 Gold for Lieutenant
   • C522 Gold for Major
   • C522 Rhodium for Lt. Colonel
   • C530 Gold for Chief

50. Premiere Metal Whistle – Gold and/or Silver

51. Garrison Belt – Black leather
   • Vat dyed, not stamped
   • 1 ¾” wide
   • Gold or silver buckle
52. Leather Pants Belt
   • 1" wide
   • Black
   • Silver or gold buckle and tips

53. Leather Duty Belt - Safariland 87-XX-9
   • Suede lined
   • Four row stitching
   • Double-tongued buckle and center belt stud
   • Free sliding keeper
   • Black Clarino
   • Nickel or brass buckle and black post

54. Handcuff Case - Safariland 190-9HS
   • Slots to fit 2 ¾" belt
   • Flap with hidden snap
   • Laminate (not molded)

55. Double Magazine Pouch - Safariland 77-XX-HS
   • Black Clarino
   • Slide belt attachment for 2 ½" belt
   • To accommodate two clips
   • Designed for vertical or horizontal wear
   • Flaps with hidden snap
   • Laminate (not molded)

56. Magazine Holder, Safariland 573-83-131
   • Black

57. Mini Flashlight Carrier - Safariland 306-11-9
   • Black Clarino

58. Glove Pouch
   • Black Clarino
   • Velcro closure
   • Duty Man 3431U

59. Security Holster - Safariland SLS Level II Duty Holster Model 6280
   • Black Clarino
   • 2" universal belt loop
   • Adjustable tensioning device
   • Rotating hood
   • Molded sight track
   • Fits Glock Model 22 and 23
**TECHNICAL SPECIFICATIONS**

Page 13

60. Concealment Holster – Safariland ALS Paddle Holster Model 6378
- Level II retention
- Comes with both paddle attachment and standard belt loop
- STX plain finish
- Fits Glock model 22, 23, and 27

61. Pepper Spray holder – Safariland 38-9HS
- Black Hi-Gloss
- Hidden Snap
- To fit MK4

62. Streamlight Stinger DS LED HL Rechargeable Flashlight
- Meets IPX4 rating for water-resistance
- Impervious to shock and impact-resistant tested up to 1 meter
- 6000 series machined aircraft aluminum construction
- Unbreakable polycarbonate lens with scratch-resistant coating
- Deep-dish parabolic reflector
- C4® LED technology
- Dual-switch technology
- Optimized electronics provide three regulated intensity modes
- Illumination Output: 640 lumens (high), 340 lumens (medium), 170 lumens (low)
- Peak Beam Intensity: 22,000 candela (high), 11,000 candela (medium), 5,500 candela (low)
- Runtime: 1.25 hours (high), 2 hours (medium), 4 hours (low), 3 hours (strobe)
- Distance: 297 meters (high), 210 meters (medium), 148 meters (low)
- 50,000 hour lifetime
- Non-slip rubberized comfort grip
- Anti-roll rubber ring
- Serialized for positive identification
- Limited lifetime warranty
- Assembled in USA
- 8¾"L
- 12.8 oz (with battery)
  - Battery Specifications
    - 3-cell, 3.6 Volt Ni-MH sub-C battery (included)
    - Rechargeable up to 1000 times
    - Charges for 10 hr

63. Handcuffs – Smith & Wesson
- 100N
- Nickel finish
- 2 keys
64. Lined Frisker Gloves – Hatch RFK-300 Resister with KEVLAR
   • Premium semi-aniline cowhide leather shell
   • Cut resistant knit liner made of 100% KEVLAR
   • Ample dexterity
   • Cut resistant and not cut proof

65. Nylon Sam Brown Belt – Bianchi Accumold 7200 or equal
   • Matches 7205 Inner Belt

66. Nylon Garrison Belt – Bianchi 7205 or equal
   • Matches 7200 Duty Belt

67. Nylon Holster – Safariland Model 6365 ALS Low-Ride, Duty Holster
   • With SLS Level III Retention
   • Hardshell STX finish
   • Black in color
   • Fits Glock 22 or Glock 23

68. Nylon Double Magazine Pouch – Bianchi Accumold 7302HS or equal
   • Glock 22 or Glock 23

69. Nylon Handcuff Case – Bianchi Accumold 7300S or equal

Medals and Ribbons

70. Medal for Bravery. V.H. Blackinton A1595
   • Hi Gloss Gold
   • RC27 Drape style ribbon
   • Comes in standard presentation box with one (1) cloth commendation bar

71. Medal of Valor. V.H. Blackinton A14131
   • Hi-Gloss Gold
   • RC3 Drape Style Ribbon
   • Comes in standard presentation box with one (1) cloth commendation bar

72. Purple Heart Medal. V.H. Blackinton A2619
   • Hi-Gloss Gold
   • RC45 Drape Style Ribbon
   • Comes in standard presentation box with one (1) cloth commendation bar

73. Police Medal. V.H. Blackinton A5499
   • Hi Gloss Gold
   • RC26 Drape Style Ribbon
   • Comes in standard presentation box with one (1) cloth commendation bar
TECHNICAL SPECIFICATIONS
Page 15

74. Exceptional Service Medal. V.H. Blackinton A4131
   • Hi Gloss Gold
   • RC44 Drape Style Ribbon
   • Comes in standard presentation box with one (1) cloth commendation bar

75. Bravery Ribbon. V.H. Blackinton A8231
   • Red/White/Blue/White/Red
   • Gold Plate
   • Clutch back

76. Officer Medal Ribbon. V.H. Blackinton A3705
   • Blue/White/Blue
   • Gold plate
   • Clutch back

77. Valor Ribbon. V.H. Blackinton A7177+
   • Blue/White/Red
   • Gold plate
   • Clutch back

78. Purple Heart Ribbon. V.H. Blackinton A4616A
   • Purple
   • Gold plate
   • Clutch back

79. Merit Ribbon. V.H. Blackinton A7176+
   • Blue/Red/Blue
   • Gold plate
   • Clutch back

80. Exceptional Service Ribbon. V.H. Blackinton A8231
   • White/Blue/Red/Blue/White
   • Gold plate
   • Clutch back

81. Blauer B.Cool Performance Cap Style #188
   • Black

82. Blackhawk Moulded Belt Keepers 44B300BK
   • Black

83. Vest, Public Safety Traffic, Visibility Enhanced Visibility Apparel VEA-549
   • High-Vis Yellow
   • Reflective POLICE on back and front

- End of Section -
MUNICIPAL ORDER. ________

MUNICIPAL ORDER AWARDING BID FOR PURCHASE
OF POLICE UNIFORMS AND ACCESSORIES TO SIEGEL’S
CORPORATION OF EVANSVILLE, INDIANA IN THE AMOUNT
OF $30,705.00

WHEREAS, the City of Henderson has issued invitations to bid for the purchase of
police uniforms and accessories; and

WHEREAS, bids were submitted to the City pursuant to said invitations, and were
publicly opened on February 26, 2020, with Siegel’s Corporation 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 approved, and award is hereby made to Siegel’s
Corporation, 300 North Congress Avenue, Evansville, Indiana 47715, in the amount of $30,705.00
for the purchase of police uniforms and accessories, in strict accordance with their bid as submitted
pursuant to Bid Reference 20-08.

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

Commissioner Staton: _______ Commissioner Royster: _______
Commissioner Vowels: _______ Mayor Austin: _______
Commissioner Bugg: _______

INTRODUCED, PUBLICLY READ AND FINALLY APPROVED ON ONE
READING, this the _____ day of February, 2020.

ATTEST:

Maree Collins, CKMC
City Clerk

APPROVED AS TO FORM AND
LEGALITY THIS _____ DAY OF

By: ____________________________
   Dawn S. Kelsey
   City Attorney

Steve Austin, Mayor
Date: ____________________________
March 3, 2020

TO: Mayor Steve Austin and the Board of Commissioners
FROM: William L. "Buzzy" Newman, Jr., City Manager
SUBJECT: Amendment of 2020 Appropriation Ordinance

An item for consideration at the meeting of Tuesday, March 10, 2020, is final reading of an ordinance amending the Fiscal 2020 Budget and Appropriation ordinance for the fiscal year ending June 30, 2020.

As discussed during the February work session, Finance Director, Robert Gunter, provided a review of the changes detailed in Finance Department Memorandum 20-02, enclosed again for reference. A summary of the General Fund changes are as follows:

<table>
<thead>
<tr>
<th>Department</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Department</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Park &amp; Recreation Department</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>Police Department</td>
<td>$180,000.00</td>
</tr>
<tr>
<td>Public Works</td>
<td>$31,000.00</td>
</tr>
<tr>
<td>Transfers/Agencies</td>
<td>$58,000.00</td>
</tr>
<tr>
<td></td>
<td>$287,000.00*</td>
</tr>
</tbody>
</table>

*$284,000.00 of the $287,000.00 will come from General Fund reserves.

Your approval of the attached ordinance is requested.

c: Robert Gunter
FINANCE DEPARTMENT MEMORANDUM
20 – 02 Revised

February 6, 2020

TO: William Newman, Jr., City Manager
FROM: Robert Gunter, Finance Director
SUBJECT: Mid-year Budget Review

The following charts show the revenue (including transfers in), expenditures (including transfers out), and net for the General Fund through December 31st for years 2014-2019.
Net Revenue over Expenditures
(in thousands)

<table>
<thead>
<tr>
<th>Year</th>
<th>General Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>$17,000,000</td>
</tr>
<tr>
<td>2016</td>
<td>$15,000,000</td>
</tr>
<tr>
<td>2017</td>
<td>$13,000,000</td>
</tr>
<tr>
<td>2018</td>
<td>$14,117,735</td>
</tr>
<tr>
<td>2019</td>
<td>$14,564,103</td>
</tr>
<tr>
<td>2020</td>
<td>$13,675,145</td>
</tr>
<tr>
<td>2021</td>
<td>$12,360,736</td>
</tr>
<tr>
<td>2022</td>
<td>$10,589,382</td>
</tr>
</tbody>
</table>
% OF FUND BALANCE FOR NEXT FISCAL BUDGET WITH GOAL OF 25%

FISCAL 2020 vs. FISCAL 2019

- Revenue: 17,470,027 vs. 16,757,434 (15,845,749 vs. 14,598,659)
- Expenditures: 1,624,278 vs. 2,158,775 (14,598,659 vs. 14,598,659)

NET: 12/31/2019 vs. 12/31/2018
The first spreadsheet below shows that as of December 2019, the General Fund had revenue over expenditures in the amount of $1,614,278. For the December 2018 period, the net gain was $2,158,775. This equates to a decrease of $534,497 from the prior year. The spreadsheet also shows a recap of the variances between the major categories for the two years. There are some adjustments to these numbers that will explain the differences.

<table>
<thead>
<tr>
<th></th>
<th>12/31/2018</th>
<th>12/31/2019</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes</td>
<td>$ 14,475,454</td>
<td>$ 14,657,369</td>
<td>$ 181,915</td>
</tr>
<tr>
<td>Service Fees</td>
<td>212,554</td>
<td>193,023</td>
<td>(19,531)</td>
</tr>
<tr>
<td>Fines</td>
<td>13,420</td>
<td>20,455</td>
<td>7,035</td>
</tr>
<tr>
<td>Licenses</td>
<td>17,997</td>
<td>22,106</td>
<td>4,109</td>
</tr>
<tr>
<td>Rents</td>
<td>66,332</td>
<td>51,147</td>
<td>(15,185)</td>
</tr>
<tr>
<td>Sale of Property/Copies</td>
<td>13,461</td>
<td>129,424</td>
<td>115,963</td>
</tr>
<tr>
<td>Other</td>
<td>1,949,062</td>
<td>2,390,681</td>
<td>441,619</td>
</tr>
<tr>
<td>Transfers</td>
<td>9,154</td>
<td>5,822</td>
<td>(3,332)</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$ 16,757,434</strong></td>
<td><strong>$ 17,470,027</strong></td>
<td><strong>$ 712,593</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>12/31/2018</th>
<th>12/31/2019</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Services</td>
<td>$ 9,031,169</td>
<td>$ 9,944,968</td>
<td>(913,799)</td>
</tr>
<tr>
<td>Supplies</td>
<td>374,212</td>
<td>353,017</td>
<td>21,195</td>
</tr>
<tr>
<td>Maintenance</td>
<td>483,428</td>
<td>403,001</td>
<td>80,427</td>
</tr>
<tr>
<td>Services</td>
<td>1,686,280</td>
<td>1,440,691</td>
<td>245,589</td>
</tr>
<tr>
<td>Sundry</td>
<td>267,794</td>
<td>403,754</td>
<td>(135,960)</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>217,776</td>
<td>770,318</td>
<td>(552,542)</td>
</tr>
<tr>
<td>Transfers</td>
<td>2,538,000</td>
<td>2,530,000</td>
<td>8,000</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$ 14,598,659</strong></td>
<td><strong>$ 15,845,749</strong></td>
<td><strong>$ (1,247,090)</strong></td>
</tr>
</tbody>
</table>

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net</strong></td>
<td>$ 2,158,775</td>
<td>$ 1,624,278</td>
<td>(534,497)</td>
</tr>
</tbody>
</table>

The spreadsheet below shows the actual revenue and expenditures as of December 31st versus the fiscal 2020 budget.

<table>
<thead>
<tr>
<th></th>
<th>12/31/2019</th>
<th>Fiscal 2020</th>
<th>Percentage of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes</td>
<td>$ 14,657,369</td>
<td>$ 25,461,000</td>
<td>57.6%</td>
</tr>
<tr>
<td>Service Fees</td>
<td>193,023</td>
<td>495,600</td>
<td>38.9%</td>
</tr>
<tr>
<td>Fines</td>
<td>20,455</td>
<td>26,500</td>
<td>77.2%</td>
</tr>
<tr>
<td>Licenses</td>
<td>22,106</td>
<td>79,500</td>
<td>27.8%</td>
</tr>
<tr>
<td>Rents</td>
<td>51,147</td>
<td>97,500</td>
<td>52.5%</td>
</tr>
<tr>
<td>Sale of Property/Copies</td>
<td>129,424</td>
<td>21,000</td>
<td>616.3%</td>
</tr>
<tr>
<td>Other</td>
<td>2,390,681</td>
<td>3,793,900</td>
<td>63.0%</td>
</tr>
<tr>
<td>Transfers</td>
<td>5,822</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>$ 17,470,027</td>
<td>$ 29,757,000</td>
<td>58.3%</td>
</tr>
<tr>
<td>Personnel Services</td>
<td>$ 9,944,968</td>
<td>$ 19,966,000</td>
<td>49.8%</td>
</tr>
<tr>
<td>Supplies</td>
<td>353,017</td>
<td>870,800</td>
<td>40.5%</td>
</tr>
<tr>
<td>Maintenance</td>
<td>403,001</td>
<td>935,900</td>
<td>43.1%</td>
</tr>
<tr>
<td>Services</td>
<td>1,440,691</td>
<td>3,071,720</td>
<td>46.9%</td>
</tr>
<tr>
<td>Sundry</td>
<td>403,754</td>
<td>608,180</td>
<td>66.4%</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>770,318</td>
<td>783,400</td>
<td>98.3%</td>
</tr>
<tr>
<td>Transfers</td>
<td>2,530,000</td>
<td>4,579,000</td>
<td>55.3%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 15,845,749</td>
<td>$ 30,815,000</td>
<td>51.4%</td>
</tr>
</tbody>
</table>

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net</strong></td>
<td>$ 1,624,278</td>
<td>$ (840,000)</td>
<td></td>
</tr>
</tbody>
</table>
As reflected below, for December 31, 2019 the total tax revenue for the General Fund increased by $181,915 or 1.3% from the prior year. Property tax collections were lower in fiscal year 2020 with 93.5% of all current property taxes that were billed collected by year-end. At December 31, 2018, 94.2% of all current property taxes were collected and at December 31, 2017, 92.9% of the property taxes were collected.

The omitted property tax is received from the State of Kentucky for property that was not listed for taxation by the property owners. The amount varies from year to year and is difficult to budget. As you can see below, we received a smaller payment in the first half of this fiscal year compared to the prior year. The franchise taxes were down $29,308 or 8.4%. We are monitoring this tax and feel it is just a timing issue with one or two entities being slow on their payments.

The insurance premium tax saw a nice increase from the prior year with collections up $117,202 or 4.5%. Net of refunds and rebates, the payroll/net profit tax collections were down $75,000 or 2.3% from the prior year. The prior year included $46,236 in fees paid by the County to administer their tax program. With that adjustment, occupational taxes were still down $28,764. The bank deposit tax was up: $5,846 or 3.7%.

### General Fund

<table>
<thead>
<tr>
<th>Description</th>
<th>12/31/17</th>
<th>12/31/18</th>
<th>12/31/19</th>
<th>Increase (Decrease) '18 vs '19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current</td>
<td>$6,368,657</td>
<td>$6,447,657</td>
<td>$6,665,001</td>
<td>$217,344 3.4%</td>
</tr>
<tr>
<td>Vehicle</td>
<td>242,584</td>
<td>243,161</td>
<td>243,529</td>
<td>368 9.2%</td>
</tr>
<tr>
<td>Property Tax Discount</td>
<td>(58,624)</td>
<td>(58,531)</td>
<td>(60,809)</td>
<td>(2,278) 3.9%</td>
</tr>
<tr>
<td>Omitted Tax</td>
<td>-</td>
<td>94,887</td>
<td>10,018</td>
<td>(84,869) N/A</td>
</tr>
<tr>
<td>Delinquent</td>
<td>42,786</td>
<td>33,646</td>
<td>53,472</td>
<td>19,826 58.9%</td>
</tr>
<tr>
<td>Penalty &amp; Interest</td>
<td>8,376</td>
<td>6,200</td>
<td>10,409</td>
<td>4,209 67.9%</td>
</tr>
<tr>
<td>Tax Refunds/Clearing</td>
<td>23,036</td>
<td>(3,338)</td>
<td>5,237</td>
<td>8,575 -256.9%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$14,268,792</td>
<td>$14,475,454</td>
<td>$14,657,369</td>
<td>$181,915 1.3%</td>
</tr>
</tbody>
</table>

### Property Taxes

<table>
<thead>
<tr>
<th>Description</th>
<th>12/31/17</th>
<th>12/31/18</th>
<th>12/31/19</th>
<th>Increase (Decrease) '18 vs '19</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Insurance Premium Tax</strong></td>
<td>$2,498,922</td>
<td>$2,594,100</td>
<td>$2,711,302</td>
<td>$117,202 4.5%</td>
</tr>
<tr>
<td><strong>Payroll/Net Profits Tax</strong></td>
<td>$3,124,819</td>
<td>$3,289,743</td>
<td>$3,214,743</td>
<td>(75,000) -2.3%</td>
</tr>
<tr>
<td><strong>Payment In Lieu of Tax</strong></td>
<td>$1,322,366</td>
<td>$1,322,366</td>
<td>$1,322,366</td>
<td>- 0.0%</td>
</tr>
<tr>
<td><strong>Franchise Tax</strong></td>
<td>$535,676</td>
<td>$348,811</td>
<td>$319,503</td>
<td>(29,308) -8.4%</td>
</tr>
<tr>
<td><strong>Bank Deposit Tax</strong></td>
<td>$160,194</td>
<td>$156,752</td>
<td>$162,598</td>
<td>$5,846 3.7%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$14,268,792</td>
<td>$14,475,454</td>
<td>$14,657,369</td>
<td>$181,915 1.3%</td>
</tr>
</tbody>
</table>
The chart below reflects the payroll tax receipts for the past four fiscal years. The trailing twelve-month payroll tax collections were $6,272,301 which is an improvement of $8,113 from the $6,264,188 reported over the same time last year. The Kentucky Office of Employment and Training estimated that the unemployment rate for Henderson County increased slightly from 3.5% in December 2018 to 3.7% in December 2019. It was also estimated that the number of employed increased by 32 over the same time period.

<table>
<thead>
<tr>
<th>Time Period</th>
<th>Labor Force</th>
<th>Employed</th>
<th>Unemployed</th>
<th>Unemployment Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>December, 2018</td>
<td>22,150</td>
<td>21,365</td>
<td>785</td>
<td>3.5%</td>
</tr>
<tr>
<td>January, 2019</td>
<td>22,145</td>
<td>21,297</td>
<td>848</td>
<td>3.8%</td>
</tr>
<tr>
<td>February, 2019</td>
<td>22,231</td>
<td>21,391</td>
<td>840</td>
<td>3.8%</td>
</tr>
<tr>
<td>March, 2019</td>
<td>22,448</td>
<td>21,563</td>
<td>885</td>
<td>3.9%</td>
</tr>
<tr>
<td>April, 2019</td>
<td>22,203</td>
<td>21,429</td>
<td>774</td>
<td>3.5%</td>
</tr>
<tr>
<td>May, 2019</td>
<td>22,355</td>
<td>21,547</td>
<td>808</td>
<td>3.6%</td>
</tr>
<tr>
<td>June, 2019</td>
<td>22,532</td>
<td>21,551</td>
<td>981</td>
<td>4.4%</td>
</tr>
<tr>
<td>July, 2019</td>
<td>22,550</td>
<td>21,565</td>
<td>985</td>
<td>4.4%</td>
</tr>
<tr>
<td>August, 2019</td>
<td>22,194</td>
<td>21,348</td>
<td>846</td>
<td>3.8%</td>
</tr>
<tr>
<td>September, 2019</td>
<td>22,291</td>
<td>21,556</td>
<td>735</td>
<td>3.3%</td>
</tr>
<tr>
<td>October, 2019</td>
<td>22,264</td>
<td>21,516</td>
<td>748</td>
<td>3.4%</td>
</tr>
<tr>
<td>November, 2019</td>
<td>22,464</td>
<td>21,640</td>
<td>824</td>
<td>3.7%</td>
</tr>
<tr>
<td>December, 2019</td>
<td>22,359</td>
<td>21,542</td>
<td>817</td>
<td>3.7%</td>
</tr>
</tbody>
</table>

Source: KY Office of Employment and Training: Local Area Unemployment Statistics (LAUS)
The spreadsheet below reflects the general fund expenditures by department for 12/31/2018 and 12/31/2019 and the increase or (decrease) between the two years. It also reflects the fiscal 2020 budget and percentage spent at 12/31/2019.

### General Fund Expenditures - By Department

<table>
<thead>
<tr>
<th>Department</th>
<th>12/31/2018</th>
<th>12/31/2019</th>
<th>Increase (Decrease)</th>
<th>Fiscal 2020 Budget</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>$1,116,299</td>
<td>$1,207,866</td>
<td>$91,569</td>
<td>$2,679,820</td>
<td>45.1%</td>
</tr>
<tr>
<td>Finance</td>
<td>1,135,166</td>
<td>1,171,005</td>
<td>35,839</td>
<td>2,484,870</td>
<td>47.1%</td>
</tr>
<tr>
<td>Fire</td>
<td>3,084,978</td>
<td>3,923,278</td>
<td>838,300</td>
<td>7,154,820</td>
<td>54.8%</td>
</tr>
<tr>
<td>Parks</td>
<td>773,295</td>
<td>748,655</td>
<td>(24,740)</td>
<td>1,443,790</td>
<td>51.9%</td>
</tr>
<tr>
<td>Police</td>
<td>3,342,746</td>
<td>3,725,806</td>
<td>383,060</td>
<td>7,420,380</td>
<td>50.2%</td>
</tr>
<tr>
<td>Public Works</td>
<td>1,180,905</td>
<td>1,190,171</td>
<td>9,266</td>
<td>2,382,970</td>
<td>49.9%</td>
</tr>
<tr>
<td>Info. Tech.</td>
<td>420,757</td>
<td>422,603</td>
<td>1,846</td>
<td>900,760</td>
<td>46.9%</td>
</tr>
<tr>
<td>Non-departmental</td>
<td>3,544,413</td>
<td>3,456,363</td>
<td>(88,050)</td>
<td>3,344,413</td>
<td>54.5%</td>
</tr>
<tr>
<td>Transfers</td>
<td>$10,790,000</td>
<td>$10,127,000</td>
<td>$6,623</td>
<td>$30,815,000</td>
<td>51.4%</td>
</tr>
</tbody>
</table>

As noted below, the December 31, 2019 personnel expenditures (4100 series accounts) for the General Fund were up $913,799 or 10.1% from December 31, 2018. It needs to be noted that fiscal 2020 included 13 pay periods compared to only 12 in fiscal 2019. The extra payroll accounted for an extra $852,238 in expenses. This includes $304,754 in health insurance benefits. If the extra pay period is deleted and using only 12 pay periods, then personnel expenses increased only $61,561 or 0.7%.

### Fund 10 - General Fund

#### 41 Personnel Services

<table>
<thead>
<tr>
<th>Account #</th>
<th>Account Description</th>
<th>12/31/17</th>
<th>12/31/18</th>
<th>12/31/19</th>
<th>Increase (Decrease)</th>
<th>Fiscal 20 '20 vs. '19 CHANGE</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>4101</td>
<td>Salaries - Supervision</td>
<td>$943,918</td>
<td>$925,624</td>
<td>$966,574</td>
<td>40,950</td>
<td>4.4%</td>
<td></td>
</tr>
<tr>
<td>4102</td>
<td>Salaries - Clerical</td>
<td>506,651</td>
<td>525,998</td>
<td>538,723</td>
<td>12,725</td>
<td>2.4%</td>
<td></td>
</tr>
<tr>
<td>4103</td>
<td>Salaries - Operational</td>
<td>3,137,238</td>
<td>3,100,002</td>
<td>3,279,942</td>
<td>2,24,728</td>
<td>5.8%</td>
<td></td>
</tr>
<tr>
<td>4104</td>
<td>Salaries - Overtime</td>
<td>688,408</td>
<td>735,938</td>
<td>811,021</td>
<td>75,083</td>
<td>10.2%</td>
<td></td>
</tr>
<tr>
<td>4105</td>
<td>Salaries - Other</td>
<td>38,438</td>
<td>42,229</td>
<td>51,270</td>
<td>9,041</td>
<td>21.2%</td>
<td></td>
</tr>
<tr>
<td>Total Salaries</td>
<td></td>
<td>$5,314,653</td>
<td>$5,329,791</td>
<td>$5,647,530</td>
<td>$317,739</td>
<td>6.0%</td>
<td></td>
</tr>
<tr>
<td>4106</td>
<td>FICA</td>
<td>$133,324</td>
<td>$138,057</td>
<td>$141,065</td>
<td>3,008</td>
<td>2.2%</td>
<td></td>
</tr>
<tr>
<td>4107</td>
<td>Medicare</td>
<td>74,705</td>
<td>75,199</td>
<td>79,708</td>
<td>4,509</td>
<td>6.0%</td>
<td></td>
</tr>
<tr>
<td>4108</td>
<td>Life Insurance</td>
<td>9,180</td>
<td>4,238</td>
<td>5,024</td>
<td>786</td>
<td>18.5%</td>
<td></td>
</tr>
<tr>
<td>4109</td>
<td>Health Insurance</td>
<td>1,652,145</td>
<td>1,808,280</td>
<td>2,115,983</td>
<td>307,703</td>
<td>17.0%</td>
<td></td>
</tr>
<tr>
<td>4110</td>
<td>Cancer Insurance</td>
<td>10,750</td>
<td>10,713</td>
<td>12,236</td>
<td>1,523</td>
<td>14.2%</td>
<td></td>
</tr>
<tr>
<td>4111</td>
<td>Workers Compensation</td>
<td>165,640</td>
<td>118,098</td>
<td>114,159</td>
<td>(3,939)</td>
<td>-3.3%</td>
<td></td>
</tr>
<tr>
<td>4112</td>
<td>Employee Assist. Prgm</td>
<td>1,729</td>
<td>1,680</td>
<td>1,898</td>
<td>218</td>
<td>13.0%</td>
<td></td>
</tr>
<tr>
<td>4115</td>
<td>Unemployment Ins.</td>
<td>3,005</td>
<td>2,988</td>
<td>976</td>
<td>(2,012)</td>
<td>-67.3%</td>
<td></td>
</tr>
<tr>
<td>4116</td>
<td>Employee Pension</td>
<td>398,638</td>
<td>453,561</td>
<td>521,095</td>
<td>67,534</td>
<td>14.9%</td>
<td></td>
</tr>
<tr>
<td>4118</td>
<td>Retirement - Other</td>
<td>10,968</td>
<td>13,451</td>
<td>10,797</td>
<td>(2,654)</td>
<td>-19.7%</td>
<td></td>
</tr>
<tr>
<td>4119</td>
<td>Police &amp; Fire Pension</td>
<td>954,493</td>
<td>1,075,113</td>
<td>1,294,497</td>
<td>219,384</td>
<td>20.6%</td>
<td></td>
</tr>
<tr>
<td>Total Benefits</td>
<td>$3,414,577</td>
<td>$3,701,378</td>
<td>$4,297,438</td>
<td>$596,060</td>
<td>16.8%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Personnel Services TOTAL: $8,729,230 $9,031,169 $9,944,968 $913,799 10.1%
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Across all funds, the fiscal 2020 expense for personnel expenditures increased by $1,259,524 or 10.7%. Salaries increased only $424,381 or 6.1% from the prior year. For all funds and for the first six months, health insurance costs increased $482,595 or 19.6% and all pension related costs increased $348,131 or 18.6%. When compared to December 31, 2017, total personnel services for all funds are up $1,703,748 or 15.0%.

Again, it needs to be noted that fiscal 2020 included 13 pay periods compared to only 12 in fiscal 2019. Across all funds, the extra payroll accounted for an extra $1,146,206 in expenses. This includes $425,817 in health insurance benefits. If the extra pay period is deleted and using only 12 pay periods, then personnel expenses increased only $113,317 or 1.0%.

Using the first six months as my trend, I projected the estimated expenditures for the General Fund’s various personnel expenditures for fiscal 2020. With just one-half of a fiscal year’s worth of data this will most likely change over the balance of the fiscal year.
As noted above and based on the first six months, the General Fund could finish $651,203 under budget in the personnel expenditures. This equates to 96.7% of budget. Total salaries could be $167,110 under budget and benefits could finish $484,093 under.

As point of reference, at December 31, 2018, it was estimated that the fiscal 2019 personnel expenditures would finish $744,366 under budget. Actual personnel expenditures ended $897,349 under budget or a difference of $152,983. The big miss was in operational salaries. That category finished $156,991 better than expected.

At December 31, 2017, it was estimated that personnel expenditures would finish fiscal $586,097 under and it actually finished $467,154 under. A difference of $118,943. Unless we have a situation like the special assessment for health insurance in fiscal 2018, the $651,203 under budget for fiscal 2020 should be close with a variance of +/- $150,000.

The only line-items that are tracking over budget are overtime, other salaries, and police/fire pension expenditures. Overtime is tracking to finish $255,265 over budget or 118.6% of budget.
The fire department’s overtime is tracking to finish at 114.4% or $161,712 over budget or 63.3% of the estimated General Fund’s overage. The first six months of the fiscal year hits this department harder due to summer vacations and the holidays. The fire department’s operational salaries are tracking to finish below budget by $30,184. With a net $131,528 in estimated overages in salaries and due to the 39.58% contribution rate, the fire department’s pension costs are also expected to exceed budget by $51,648. Based on the first six months, the fire department is on pace to finish only $46,380 or 100.8% over budget in total personnel expenditures. However, based on the last six months of the prior fiscal year, the department could finish at or under budget.

The police department’s overtime is tracking to finish $74,686 or 143.2% over budget. However, based on the first six months’ data, all other salary components will finish $273,573 under budget for a net of $198,887. Total personnel expenditures for the police department are on track to finish $326,668 under budget. Combined, the fire and police departments account for 92.5% of the anticipated overage in overtime.

It is estimated that there were 11 full-time vacant positions in the General Fund at the end of the month. The 11 positions equate to 5.0% of the General Fund’s budgeted positions. The vacancies were as follows: 4 – Police Officers, 2 – Police Sergeants, 1 – Accounting Manager, 2 – Meter Readers, 1 – Code Inspector, and 1 – Property Maintenance Inspector. At December 31, 2018 it was estimated that there were 8 vacant full-time positions in the General Fund. Across all funds, there were 16 full-time and 3 part-time vacancies. The 16 full-time vacancies represent 5.2% of all City full-time positions.

For the first 26 weeks of fiscal 2020, health insurance claims averaged $129,106 per week compared to $126,199 last year and $105,683 the year before. Administrative fees averaged $14,871 per week compared to $13,089 last year and $12,601 the year before. Through the first six months, transfers to the HRA Fund were $200,000 for this year and 163.900 last year. The total for the health clinic was $58,000.

The weekly total for all the health care expenses for fiscal 2020 was $153,900 or an increase of $4,842 or 3.3% from the $149,058 average for last year.

The table below reflects the employee contributions as a percentage of the plan’s total cost since fiscal 2014. It has decreased from 6.8% in 2014 to a projection of 4.7% this fiscal year.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>$ 408</td>
<td>6.8%</td>
<td>$ 391</td>
<td>6.5%</td>
<td>$ 379</td>
<td>5.7%</td>
<td>$ 310</td>
</tr>
<tr>
<td>City</td>
<td>5,591</td>
<td>93.2%</td>
<td>5,650</td>
<td>93.5%</td>
<td>6,290</td>
<td>94.3%</td>
<td>6,346</td>
</tr>
<tr>
<td>Total</td>
<td>5,999</td>
<td></td>
<td>6,041</td>
<td></td>
<td>6,668</td>
<td></td>
<td>6,657</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$ 405</td>
<td>5.7%</td>
<td>$ 405</td>
<td>5.7%</td>
<td>$ 364</td>
<td>4.9%</td>
<td>$ 201</td>
</tr>
<tr>
<td>$</td>
<td>7,094</td>
<td>95.1%</td>
<td>4,068</td>
<td>95.3%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The chart below projects the full health insurance expenditures for fiscal 2020 compared to prior years.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures</td>
<td>$5,927</td>
<td>$5,736</td>
<td>$6,846</td>
<td>$6,472</td>
<td>$7,269</td>
<td>$8,305</td>
<td>$7,945</td>
</tr>
</tbody>
</table>

Compared to last year, the cost of supplies (4200 series accounts) decreased $23,269 or 6.2%. The prior fiscal year included the fire department’s “Stop the Bleed” program supplies of $15,503. Last year also included another $10,405 in minor tools for the fire department. Fuel is the largest supply item in the General Fund and makes up nearly 30% of the total. We continue to benefit from fuel prices lower than budget. Over the first six months, fuel expenditures were down $9,128 or 8.8% from last year and we are standing at 36.8% of budget for this item.

Clothing supplies were up $24,623 or 35.6% over the prior year. The fire department placed their uniform order earlier than last year. Their clothing supply is up $39,018.

The maintenance and repair costs (4300 series accounts) were down $80,428 or 16.6% from fiscal 2019.
Vehicle repairs were down $38,612 or 23.9%. The fire department had a decrease of $47,895 or 61.9% from the prior year. Office equipment repairs decreased $31,470 with $12,046 of that due to the police department purchase of software in the prior year that would download cell phone information. An additional $11,543 was spent last year in the police department for a camera system. The office equipment repair account decreased by $12,673 or 10.4% in the I.T. department.

Heating / A.C. repairs were down $9,406. Last year we spent $2,972 for a compressor at JFK, $7,768 for repairs at Peabody, and $2,845 for repairs at the Gathering Place. Building repairs, including MSC were down $31,450. Fiscal 2019 included $6,248 for a recorder for the security system at the police station, $6,250 for gear lockers at the fire department, and $7,970 for the replacement of the Denton Shelter roof. The boat launch expenditures increased $10,212 with dirt and silt removed from the boat ramps in August.

The expense for services (4400 series accounts) decreased by $243,514 or 14.5%. The largest variance from the prior year was the ambulance service. It was down $180,059 or 89.3%. The prior year included the purchase of a new ambulance in the amount of $142,936. Another large variance was in the special projects account. It was down $40,800. The prior year included $32,094 for wayfinding signage, $12,336 paid to the Flood Mitigation Fund for the City’s match, $7,705 for designs on a sports complex, $7,500 for the Lakeland property, and $7,274 for The Perch.

Contractual services decreased $61,632 or 18.9%. Among the decreases, Code Enforcement decreased $18,830 in demolition and property abatements. Golf Course decreased $36,240 in temporary staffing. Police decreased $9,660 with a combination of a decrease of $17,500 related to the new police chief search in the prior year and additional contractual help in the current year. I.T. decreased $13,367 due to temporary staffing in the prior year. There was a decrease of $9,549 in traffic control because the prior year included $9,680 for riverfront mowing.

Contractual services increased $10,116 in finance treasury and $10,680 in finance accounting for temporary help due to vacancies. There was also an increase of $9,949 in parks for additional mowing.

Disaster and Emergency Services from Henderson County increased $40,825. This was the City’s share from fiscal 2019 that was not received until November. The expense for Tennis Club increase $35,028 due to budgeted repairs to the courts on the riverfront.

Sundry expenditures (4500) series accounts were up $135,960 or 50.8%. Most or $132,622 of the increase was in property and casualty insurance. Fiscal 2020 included an extra quarterly payment.

Capital expenditures (4600 series accounts) were up $634,806 or 253.7% from last year and stand at 98.3% of budget at December 31. This includes $556,448 spent on the new
fire pumper and $179,879 on police pursuit vehicles that were ordered in the prior year but not delivered until September. There was also $31,195 in Traffic Control for a service truck ordered in the prior year. There is a budget request for the police vehicles and the service truck.

Transfers to other funds decreased by $8,000 or 0.3%. The largest variance was the transfer to the PWI Fund. It was up $686,000. By the end of December 2019, the PWI Fund had spent a combined $529,807 on overlay, concrete repairs and utility cuts compared to only $44,101 by December 2018.

Transfers to the Construction Fund were down $555,000 or 64.0%. The prior year included a $700,000 transfer related to the purchase of the Player’s Club Golf Course. Transfers to 911 Emergency Communications Fund were down $94,000 and transfers to the HART Fund were down $58,000.

As Section “A” page 1 (cash summary as of December 31, 2019) reflects, the General Fund had $11.4 million in cash, investments and inter-fund receivables at month-end compared to $12.7 million as reflected on page 2 (cash summary as of December 30, 2018). This equates to a $1.3 million decrease from the prior year. For all City funds, the balance of cash and investments at December 31, 2019 was $25,164,976 compared to $25,372,208 on December 29, 2018.

Section “B” is a summary of expenditures for all major funds, departments, and divisions as of December 31, 2019 with a comparison to those as of December 31, 2018, December 31, 2017, and the fiscal 2020 budget. The explanations below are for those divisions that exceeded 52% of budget and not related to the extra health insurance transfer.

**Finance Department - Treasury:** 52.5% on page B-3: The first six months included the $40,000 payment to the PVA for property tax assessments.

**Fire Department:** 54.8% on page B-3: The department replaced a fire pumper that was damaged in an automobile accident.

**Parks Department - Parks:** 53.0% on page B-3: There were extra contract mowings in the first six months. A budget amendment is requested.

**Parks Department - Golf:** 53.4% on page B-3: This also included extra mowings at the old Municipal Golf Course.

**Public Works Department - Traffic Control:** 52.4% on page B-4: This included a $31,195 service truck that was ordered in the prior year but not delivered until the current year. A budget amendment is requested.
Non-Departmental: 52.4% on page B-5: This year included 3 quarterly payments for property and casualty insurance where the prior year included only 2.

Non-Departmental - Transfers: 55.3% on page B-5: As mentioned above, the PWI Fund has spent $485,706 more on paving overlay, concrete repairs and utility cuts this year than last.

Gas Fund - Administration: 53.6% on page B-6: The Gas Fund pays its share of the debt on the Municipal Service Center and those bond payments for the facility were paid in the first half of the year.

PWI Fund – Public Way Improvement: 52.8% on page B-6: As mentioned above, in the first six months, the PWI Fund spent $485,706 more on paving overlay, concrete repairs and utility cuts this year than last.

There is a need for budget adjustments; the following are some items that were either unforeseen repairs, carried over from the prior year, items that exceeded budget, or new appropriations. In many cases, the funding will come from reserves.

General Fund: Fire Department: Additional appropriation for emergency kits and supplies for the “Stop the Bleed” program. Funding will come from donations.

10-20-232-4205 Medical & Drug Supplies $3,000

General Fund: Parks Department: Additional appropriation for the additional costs related to mowing of park grounds. Funding will come from General Fund reserves.

10-35-451-4418 Contractual Services $15,000

General Fund: Police Department: Additional appropriation for the purchase of five police pursuit vehicles that were ordered in the prior year but not delivered until September 2019. Funding will come from General Fund reserves.

10-40-231-4601 Vehicles $180,000

General Fund: Public Works Department: Additional appropriation for the purchase of one service truck that was ordered in the prior year but not delivered until July 2019. Funding will come from General Fund reserves.

10-45-234-4601 Vehicles $31,000
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General Fund: Transfer to Construction Fund: Additional appropriation for the new boardwalk on Water St. Fiscal 2020 included only $25,000 of the $83,000 spent in fiscal 2020. Funding will come from General Fund reserves.

10-90-599-4707 Transfer to Construction $58,000

General Fund: Transfer to Construction Fund: Additional appropriation for the new Wash Bay at the MSC. Fiscal 2020 included only $40,000 of the $86,000 spent in fiscal 2020. Funding will come from General Fund reserves.

10-90-599-4707 Transfer to Construction $46,000

General Fund: Transfer to Construction Fund: Additional appropriation for the new fueling pumps at 5th Street. Fiscal 2020 only included the fuel pumps with a cost of $30,165. This will be paid with HART’s FTA funds. Removal of soil contaminations and other repairs of $78,376 cannot be paid with FTA funds. Funding will come from General Fund reserves.

10-90-599-4707 Transfer to Construction $78,000

General Fund: Transfer to Construction Fund: Additional appropriation for the new fire training facility at 5th Street. Funding will come from a State grant.

10-3754 State Grant $51,000
10-90-599-4707 Transfer to Construction $51,000

Gas Fund: The Gas Department was awarded a Technical Assistant Grant by PHMSA to aid in their safety efforts. Mr. Reeves will use the grant to purchase methane laser equipment and infrared detecting equipment. The equipment will be shared with the Fire Department. This grant does not require a match. Total amendment is $56,000.

20-3754 State Grant $56,000
20-25-772-4605 Equipment $56,000

Construction Fund: Transfer from General Fund: Additional appropriation for the new boardwalk on Water St. Fiscal 2020 included only $25,000 of the $83,100 final cost. Funding will come from General Fund reserves.

51-3851 Transfer from General $58,000
51-90-298-4612 Streets/Sidewalks $58,000
Construction Fund: Transfer from General Fund: Additional appropriation for the new Wash Bay at the MSC. Fiscal 2020 included only $40,000 of the $86,000 spent in fiscal 2020. Funding will come from General Fund reserves.

| 51-3851 | Transfer from General | $46,000 |
| 51-90-298-4617 | Buildings | $46,000 |

Construction Fund: Transfer from General Fund: Additional appropriation for the new fueling pumps at 5th Street. Fiscal 2020 only included the fuel pumps with a cost of $30,165. This will be paid with HART’s FTA funds. Removal of soil contaminations and other repairs of $78,376 cannot be paid with FTA funds. Funding will come from General Fund reserves.

| 51-3851 | Transfer from General | $78,000 |
| 51-90-298-4307 | Other Structures Repair | $78,000 |

Construction Fund: Transfer from General Fund: Additional appropriation for the new fire training facility at 5th Street. Funding will come from a State grant.

| 51-3851 | Transfer from General | $51,000 |
| 51-90-599-4617 | Buildings | $51,000 |

HART Fund: Additional appropriation for a new pickup that was ordered in the prior fiscal year but not delivered until fiscal 2020. Funding will come from a Federal and State grants.

| 56-3753 | Federal Grant | $17,600 |
| 56-3754 | State Grant | $4,400 |
| 56-10-015-4601 | Vehicles | $22,000 |

Section “C” is the budget appropriation amendment that reflects the changes outlined above. A recap of the General Fund changes is shown on the following page.
Recap of General Fund Budget Adjustments

<table>
<thead>
<tr>
<th></th>
<th>Total from Adopted Budget</th>
<th>Fire: Emergency Kits and Supplies</th>
<th>Parks Mowing</th>
<th>Police Pursuit Vehicles</th>
<th>Traffic Control Service Truck</th>
<th>Sub-Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>$ 2,679,820</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$ 2,679,820</td>
</tr>
<tr>
<td>Finance</td>
<td>2,484,870</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2,484,870</td>
</tr>
<tr>
<td>Fire</td>
<td>7,154,820 $ 3,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>7,157,820</td>
</tr>
<tr>
<td>Parks and Recre</td>
<td>1,443,790 $ 15,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1,458,790</td>
</tr>
<tr>
<td>Police</td>
<td>7,420,380</td>
<td></td>
<td></td>
<td>$ 180,000</td>
<td></td>
<td>7,600,380</td>
</tr>
<tr>
<td>Public Works</td>
<td>2,382,970</td>
<td></td>
<td></td>
<td>$ 31,000</td>
<td></td>
<td>2,413,970</td>
</tr>
<tr>
<td>Information Tech</td>
<td>900,760</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>900,760</td>
</tr>
<tr>
<td>Other</td>
<td>1,768,590</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1,768,590</td>
</tr>
<tr>
<td>Transfers</td>
<td>4,579,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4,579,000</td>
</tr>
</tbody>
</table>

| Sub-Total from Above | $ 2,679,820 | $ 2,484,870 | $ 7,157,820 | $ 1,458,790 | $ 7,600,380 | $ 2,413,970 | $ 900,760 | $ 1,768,590 | $ 4,579,000 | $ 31,044,000 |

If approved, this will increase the current General Fund budget by $462,000 with $408,000 coming from general fund reserves.

Robert Gunter
ORDINANCE NO. 04-20
ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE

SUMMARY: AN ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE FOR THE FISCAL YEAR COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020 FOR THE CITY OF HENDERSON, KENTUCKY

WHEREAS, on June 11, 2019, the City of Henderson adopted its annual budget and appropriation ordinance for the fiscal year commencing July 1, 2019 and ending June 30, 2020, being Ordinance No. 11-19, 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. 11-19 is amended as follows:

1. The budget submitted to the Board of Commissioners by the City Manager for fiscal year 2019 - 2020 is hereby amended as follows:

   GENERAL FUND

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Special Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>$2,679,820</td>
<td>$2,679,820</td>
</tr>
<tr>
<td>Finance</td>
<td>2,484,870</td>
<td>2,484,870</td>
</tr>
<tr>
<td>Fire</td>
<td>7,154,820</td>
<td>7,154,820</td>
</tr>
<tr>
<td>Parks &amp; Recreation</td>
<td>1,443,790</td>
<td>1,458,790</td>
</tr>
<tr>
<td>Police</td>
<td>7,420,380</td>
<td>7,600,380</td>
</tr>
<tr>
<td>Public Works</td>
<td>2,382,970</td>
<td>2,413,970</td>
</tr>
<tr>
<td>Information Technology</td>
<td>900,760</td>
<td>900,760</td>
</tr>
<tr>
<td>Other</td>
<td>1,768,590</td>
<td>1,768,590</td>
</tr>
<tr>
<td>Transfers</td>
<td>4,579,000</td>
<td>4,812,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$30,815,000</strong></td>
<td><strong>$31,277,000</strong></td>
</tr>
</tbody>
</table>

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:

   GENERAL FUND

<table>
<thead>
<tr>
<th>Stock Expenditure</th>
<th>General Fund</th>
<th>Special Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer to PWI</td>
<td>$26,236,000</td>
<td>$26,465,000</td>
</tr>
<tr>
<td>Transfer to Mass Transit</td>
<td>1,122,000</td>
<td>1,122,000</td>
</tr>
<tr>
<td>Transfer to Construction Fund</td>
<td>485,000</td>
<td>485,000</td>
</tr>
<tr>
<td>Transfer to Emergency Comm.</td>
<td>367,000</td>
<td>600,000</td>
</tr>
<tr>
<td>Transfer to Police/Fire Pension</td>
<td>597,000</td>
<td>597,000</td>
</tr>
</tbody>
</table>
   | Transfer to Civil Service P

  | Bond Fund         |  $30,815,000  |  $31,277,000  |

PUBLICATION DATE: 02/25/2020

ORDINANCE NO. 04-20
SECOND READ:
3. The number and classifications of City employees as recited in the Annual Budget is approved as presented.

4. $4,000 of the Fire Department’s Personnel Service Expense will be designated as Investigative Other Pay.

5. The City Manager is authorized to hire an additional two (2) police officers when it is deemed necessary by the Chief of Police and the City Manager due to the length of training necessary for this position.

6. This Ordinance shall be effective as of July 1, 2019.
This ordinance of amendment 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 Staton: AYE
Commissioner Vowels: AYE
Commissioner Bugg: ABSENT
Commissioner Royster: AYE
Mayor Austin: AYE

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 Staton: ______
Commissioner Vowels: ______
Commissioner Bugg: ______
Commissioner Royster: ______
Mayor Austin: ______

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, CKMC
City Clerk

APPROVED AS TO FORM AND LEGALITY THIS 19 DAY OF February, 2020.

By: 
Dawn Kelsey
City Attorney
March 3, 2020

TO: Mayor Steve Austin and the Board of Commissioners
FROM: William L. “Buzzy” Newman, Jr., City Manager
SUBJECT: Changing HWU Rates from Cubic Feet to Gallons

An item for the agenda of Tuesday, March 10, 2020 is final reading of an ordinance adopting charges for water, wastewater, and storm water services. The ordinance repeals and replaces Ordinance 10-18, changing the unit pricing from hundred cubic feet (CCF) to 1,000 gallons.

The change to the current ordinance is requested due to the replacement of outdated water meters over a period of three to five years. The new meters will register in gallons, as opposed to cubic foot measurements traditionally used. This transition will express the rates in units that people better understand and will make it easier to compare our rates to other cities.

The Water and Sewer Commission passed a resolution at their February 17, 2020 meeting to convert the rates from cubic feet to gallons, and the plan is to have the new rates go into effect on April 1, 2020 in preparation of the installation of the first 1,000 new meters.

Your approval of the attached ordinance is requested.

c: Tom Williams
   Robert Gunter
Date: 18 February 2020

Memo To: Mayor Steve Austin
        Henderson City Commissioners

From: Tom Williams, P.E.
      HWU General Manager

Subject: HWU Rates

HWU tested a sample of residential water meters in 2018 and found that meters that are more than 15 years old typically registered less than 70% of the consumption, and based on low flow rates, some registered only 30% accurate. We have not had a meter replacement program on a regular basis in the past, replacing no more than about 200 meters in any given year, out of nearly 11,000 in the ground.

We are now embarked on a program to replace all our residential meters over the next four to five years, with plans to begin the replacement program in June 2020 with the first 1,000 meters, and at least 2,000 per year in subsequent fiscal years. Included in this endeavor is a plan to accommodate automated meter reading, which will either be drive-by or real-time, over the air reading. We are working with Municipal Gas and HMPL and attempting to accommodate the needs of all three utilities in this effort.

These new meters will register in gallons, as opposed to the cubic foot measurements we've traditionally used. To make this transition, and in the interests of having our rates expressed in units that more people understand, the Water and Sewer Commission passed the attached resolution at our February Board meeting to convert our rates to dollars-per-thousand-gallons.

This is the measurement that most utilities in the U.S. use, and will make it easier to compare our rates to other cities, as well as being more relatable to the average citizen, and to companies that seek to locate here. Would like to put this change on the City Commission docket, at your first convenience, and the plan at this point is to have the new rates go into effect on 1 April 2020.

If you have any questions or need further information on this or any other subject, please feel free to call me at 270.826.2421 (Office) or 270.823.2573 (Cell).

Cc: Wm. L. “Buzzy” Newman, City Manager
    Dawn Kelsey, City Attorney
ORDINANCE NO. 05-20

ORDINANCE ADOPTING CHARGES FOR WATER, WASTEWATER AND STORMWATER SERVICES

SUMMARY: AN ORDINANCE REPEALING AND REPLACING ORDINANCE 10-18, AND CHANGING THE UNIT PRICING FROM HUNDRED CUBIC FEET (CCF) TO 1,000 GALLONS AS SHOWN IN THE ATTACHED RATE TABLES TO BE EFFECTIVE APRIL 1, 2020

WHEREAS, Chapter 23, Article V, Section 23-97 of the Henderson City Code of Ordinances provides that all utility rates and charges be determined from time to time by the City Board of Commissioners and kept on file in the City Clerk’s Office; and

WHEREAS, the bulk of residential water meters currently in use in the Henderson Water Utility (HWU) service territory are over 15 years old, and exhibit degraded ability to accurately measure flows; and,

WHEREAS, most of these meters register flows in units of Hundred Cubic Feet (CCF); and,

WHEREAS, the current rate structure for Water and Wastewater customers is denominated in units of Hundred Cubic Feet (CCF); and,

WHEREAS, most other utilities in Kentucky and the surrounding area express their rates in units of 1,000 gallons; and,

WHEREAS, the Henderson Water Utility is embarking on a program to replace all residential and commercial meters over a period of three to five years, and these newer meters will register flows in gallon units now; and

WHEREAS, on February 17, 2020, the Water and Sewer Commission recommended to the Board of Commissioners by Resolution 2020-03 (attached) that the rates and charges to customers of Henderson Water Utility be revised as presented herein.

NOW, THEREFORE, BE IT ORDAINED by the City of Henderson, Kentucky, as follows:

1. That the rates and charges as set forth in Tables A through D, which are attached to and made a part of the aforesaid Ordinance No. 10-18 are hereby repealed as of April 1, 2020 (attached).
2. The new water, sewer and stormwater rates and charges are established as set forth in new Tables A, B, C and D, which are attached hereto as Exhibit “A”, and made a part hereof by reference, which rates and charges shall be effective for billings on and after April 1, 2020.

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 Staton, seconded by Commissioner Royster, that the ordinance be adopted on its first reading.

On roll call the vote stood:

Commissioner Staton: AYE
Commissioner Vowels: AYE
Commissioner Bugg: ABSENT
Commissioner Royster: AYE
Mayor Austin: AYE

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 Staton: ________
Commissioner Vowels: ________
Commissioner Bugg: ________
Commissioner Royster: ________
Mayor Austin: ________

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

__________________________
Steve Austin, Mayor

Date: ______________________

-2-
ATTEST:

Maree Collins, CKMC
City Clerk

APPROVED AS TO FORM AND LEGALITY THIS 19 DAY OF FEBRUARY, 2020.

By: ____________________________
    Dawn S. Kelsey
    City Attorney
HENDERSON WATER AND SEWER COMMISSION
RESOLUTION OF THE BOARD OF COMMISSIONERS

Resolution No. 2020 - 03
Adoption of Gallon-Denominated Charges for Water and Wastewater Service

The following Resolution was adopted by the Board of Commissioners of the Henderson Water & Sewer Commission at a regular meeting on Monday, 17 February 2020, at which a quorum was present.

WHEREAS, the bulk of residential water meters currently in use in the Henderson Water Utility (HWU) service territory are over 15 years old, and exhibit degraded ability to accurately measure flows; and,

WHEREAS, most of these meters register flows in units of Hundred Cubic Feet (CCF); and,

WHEREAS, the current rate structure for Water and Wastewater customers is denominated in units of Hundred Cubic Feet (CCF); and,

WHEREAS, most other utilities in Kentucky and the surrounding area express their rates in units of 1,000 gallons; and,

WHEREAS, the Henderson Water Utility is embarking on a program to replace all residential and commercial meters over a period of three to five years, and these newer meters will register flows in gallon units; now

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 and requests that the City proceed with preparation and adoption of an Ordinance authorizing changes to the rate structure for Henderson water customers, changing the unit pricing from Hundred Cubic Feet (CCF) to 1,000 Gallons, as shown in the attached Rate Tables, effective 1 April 2020.
The General Manager is hereby authorized to deliver this Resolution to the City of Henderson, for action by the City Commission.

**IN WITNESS WHEREOF,** having come before the Board of Commissioners on Monday, 17 February 2020, and upon Motion made by Commissioner **Gary Jennings,** and seconded by Commissioner **George Jones,** the Board of Commissioners voted as follows:

<table>
<thead>
<tr>
<th>Commissioner</th>
<th>AYE</th>
<th>NAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commissioner, R. Paul Bird, Jr.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Commissioner, George Jones, III</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Commissioner, John Henderson</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Commissioner, Gary Jennings</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Commissioner, Julie Wischer</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>

_Tom Williams, P.E._
HWU General Manager
# RATE TABLE A
(Effective 07/04/01/2019-2020)

<table>
<thead>
<tr>
<th>Fixed Charges</th>
<th>Water &amp; Wastewater</th>
<th>Stormwater</th>
</tr>
</thead>
<tbody>
<tr>
<td>6” and Larger</td>
<td>$300.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>3” and 4”</td>
<td>$200.00</td>
<td>$100.00</td>
</tr>
<tr>
<td>2”</td>
<td>$80.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>1-1/2”</td>
<td>$30.00</td>
<td>$10.00</td>
</tr>
<tr>
<td>1-1/4” and less</td>
<td>$15.00</td>
<td>$5.00</td>
</tr>
</tbody>
</table>

**Metered Water Charges**

<table>
<thead>
<tr>
<th>Water/1,000 gallons</th>
<th>Wastewater/1,000 gallons</th>
</tr>
</thead>
<tbody>
<tr>
<td>First 37,500 gallons 6,000 CF</td>
<td>$2,753.67</td>
</tr>
<tr>
<td>Over 37,500 gallons 6,000 CF</td>
<td>$2,442.80</td>
</tr>
</tbody>
</table>

**Note:** One-Half of the fixed charge for Water & Wastewater will be assessed to Irrigation Meter Services. Stormwater fixed charges do not apply to irrigation meters.
### RATE TABLE B
(Effective 07/04/01/2020)

<table>
<thead>
<tr>
<th>Fixed Charges</th>
<th>Water</th>
<th>Wastewater</th>
</tr>
</thead>
<tbody>
<tr>
<td>6&quot; and Larger</td>
<td>$175.00</td>
<td>$175.00</td>
</tr>
<tr>
<td>3&quot; and 4&quot;</td>
<td>$125.00</td>
<td>$125.00</td>
</tr>
<tr>
<td>2&quot;</td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>1-1/2&quot;</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>1-1/4&quot; and less</td>
<td>$10.00</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Metered Water Charges</th>
<th>Water/1,000 gallons</th>
<th>Wastewater/1,000 gallons</th>
</tr>
</thead>
<tbody>
<tr>
<td>First 37,500 gallons CF</td>
<td>$6,889.19</td>
<td>$8,551.42</td>
</tr>
<tr>
<td>Over 37,500 gallons CF</td>
<td>$2,442.80</td>
<td>$4,905.34</td>
</tr>
</tbody>
</table>

Note: The fixed charge for Water will be assessed to Irrigation Meter Services.
### Rate Table C
(Effective 07/04/20)

**Rates for Fire Suppression Systems**

<table>
<thead>
<tr>
<th>Size of Connection</th>
<th>Monthly <strong>Standby</strong> Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>4” &amp; Smaller</td>
<td>$50.00</td>
</tr>
<tr>
<td>6”</td>
<td>$75.00</td>
</tr>
<tr>
<td>8”</td>
<td>$100.00</td>
</tr>
<tr>
<td>10”</td>
<td>$150.00</td>
</tr>
<tr>
<td>12”</td>
<td>$200.00</td>
</tr>
</tbody>
</table>

### Rate Table D
(Effective 07/04/20)

**Wastewater Only Customers**

<table>
<thead>
<tr>
<th>Customer Location</th>
<th>Flat Rate Monthly Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inside the City Limits</td>
<td>$40.00</td>
</tr>
<tr>
<td>Outside the City Limits</td>
<td>$65.00</td>
</tr>
</tbody>
</table>
**RATe TABLE A**  
(Effective 04/01/2020)

<table>
<thead>
<tr>
<th>Fixed Charges</th>
<th>Water &amp; Wastewater</th>
<th>Stormwater</th>
</tr>
</thead>
<tbody>
<tr>
<td>6” and Larger</td>
<td>$300.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>3” and 4”</td>
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<td>$100.00</td>
</tr>
<tr>
<td>2”</td>
<td>$80.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>1-1/2”</td>
<td>$30.00</td>
<td>$10.00</td>
</tr>
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<td>$15.00</td>
<td>$5.00</td>
</tr>
</tbody>
</table>

**Metered Water Charges**

<table>
<thead>
<tr>
<th></th>
<th>Water/1,000 gallons</th>
<th>Wastewater/1,000 gallons</th>
</tr>
</thead>
<tbody>
<tr>
<td>First 37,500 gallons</td>
<td>$3.67</td>
<td>$7.35</td>
</tr>
<tr>
<td>Over 37,500 gallons</td>
<td>$2.80</td>
<td>$5.34</td>
</tr>
</tbody>
</table>

Note: One-Half of the fixed charge for Water & Wastewater will be assessed to Irrigation Meter Services. Stormwater fixed charges do not apply to irrigation meters.
# RATE TABLE B
(Effective 04/01/2020)

## Water and Wastewater Rates
Outside City Limits

<table>
<thead>
<tr>
<th>Fixed Charges</th>
<th>Water</th>
<th>Wastewater</th>
</tr>
</thead>
<tbody>
<tr>
<td>6&quot; and Larger</td>
<td>$175.00</td>
<td>$175.00</td>
</tr>
<tr>
<td>3&quot; and 4&quot;</td>
<td>$125.00</td>
<td>$125.00</td>
</tr>
<tr>
<td>2&quot;</td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>1-1/2&quot;</td>
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</tr>
<tr>
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</tr>
</tbody>
</table>

## Metered Water Charges

<table>
<thead>
<tr>
<th></th>
<th>Water/1,000 gallons</th>
<th>Wastewater/1,000 gallons</th>
</tr>
</thead>
<tbody>
<tr>
<td>First 37,500 gallons</td>
<td>$9.19</td>
<td>$11.42</td>
</tr>
<tr>
<td>Over 37,500 gallons</td>
<td>$2.80</td>
<td>$5.34</td>
</tr>
</tbody>
</table>

Note: The fixed charge for Water will be assessed to Irrigation Meter Services.
### Rate Table C
(Effective 04/01/2020)

**Rates for Fire Suppression Systems**

<table>
<thead>
<tr>
<th>Size of Connection</th>
<th>Monthly Standby Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>4&quot; &amp; Smaller</td>
<td>$50.00</td>
</tr>
<tr>
<td>6&quot;</td>
<td>$75.00</td>
</tr>
<tr>
<td>8&quot;</td>
<td>$100.00</td>
</tr>
<tr>
<td>10&quot;</td>
<td>$150.00</td>
</tr>
<tr>
<td>12&quot;</td>
<td>$200.00</td>
</tr>
</tbody>
</table>

### Rate Table D
(Effective 04/01/2020)

**Wastewater Only Customers**

<table>
<thead>
<tr>
<th>Customer Location</th>
<th>Flat Rate Monthly Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inside the City Limits</td>
<td>$40.00</td>
</tr>
<tr>
<td>Outside the City Limits</td>
<td>$65.00</td>
</tr>
</tbody>
</table>
March 4, 2020

TO: Mayor Steve Austin and the Board of Commissioners

FROM: William L. “Buzzy” Newman, Jr., City Manager

SUBJECT: Amending Chapter 7, Buildings and Building Regulations – Fee Schedule

First reading of an ordinance amending Chapter 7, Buildings and Building Regulations, Article II, Building Code and Kentucky Residential Code, by adding Subsection (b) Plan review fees of Section 7-19 Permits; fees and amending Subsection (c) Fees and permits, will be heard at the special called meeting on March 10, 2020.

The proposed amendments add a new section relating to Plan review fees. These fees are for the review of new building and remodel permit application plans of residential one- and two-family new construction, additions, and accessory structures over six hundred square feet and commercial new construction including multi-family new construction of three or more units, additions, and accessory structures over six hundred square feet; and increases fees for permits for residential and accessory buildings, commercial, industrial, removal and demolition of all buildings, and sign erection to better cover the current day expenses of employee time and materials.

The building permit fee schedule for residential and commercial work has not been amended since July 1990. Your approval of the attached ordinance is requested.

c: Ray Nix
March 3, 2020

TO: William “Buzzy” Newman, Jr., City Manager

FROM: Ray Nix, Code Administrator

SUBJECT: Proposed Building Permit and Plan Review Fee Revisions

Due to the fact that certain fee schedules have not been updated in many years, the fee schedules have been reviewed by Code Enforcement Division staff and updated. Specifically, the last update of the building permit fee schedule for residential and commercial work was last done in 1990. In updating the building permit fee schedule, we did consult with other Cities similar to Henderson to make sure we were comparable in structure and fee range.

Over the past two (2) years, the State Division of Housing, Building, and Construction has seen restraints in their budgets which has created more and more projects being pushed to the Local level of jurisdiction which includes Plan Reviews. Our fee schedule has never had a Plan Review Fee Schedule before, but with the added projects and the time involved to perform these reviews, it is not only time, but a necessity to cover at least a portion of the cost associated with these reviews.

Based on the evidence presented, I respectfully submit these Fee revisions for your approval and forwarded to the Board of Commissioners for their review and approval.
ORDINANCE NO. _______

ORDINANCE AMENDING CHAPTER 7, REGARDING PERMIT FEES

SUMMARY: AN ORDINANCE AMENDING CHAPTER 7, BUILDINGS AND BUILDING REGULATIONS BY AMENDING SECTION 7-19 PERMITS; FEES; OF THE CODE OF ORDINANCES OF THE CITY OF HENDERSON

WHEREAS, the fees that the City has been charging under Section 7-19 have not been increased since 1990; and

WHEREAS, it is necessary to update the fees and to add charges for Plan Review fees to cover the City’s costs on these functions; and

WHEREAS, it is also necessary to add the Plan Review fees, as the State is requiring the local government to do more or these [permits] reviews; and

NOW, THEREFORE, BE IT ORDAINED by the City of Henderson, Kentucky, that Chapter 7, Buildings and Building Regulations, Permit; fees is hereby amended as follows:

Sec. 7-19. - Permits; fees.

(a) No permit as required by the Kentucky Building Code shall be issued until the fees prescribed by this section [have] have been paid, nor shall an amendment to a permit be approved until the additional fee, if any, due to an increase in the estimated costs or area of the building or structure shall have been paid.

(b) Plan review fees.

(1) Residential one- and two-family new construction, addition, and accessory structures over six hundred (600) square feet permit application plan review fee is fifty dollars ($50.00).

(2) Commercial new construction, including multi-family new construction (three (3) or more units), addition, and accessory structures over six hundred (600) square feet permit application plan review fee is based on square footage of permitted work (see table below). Plan review fee is waived on projects receiving plan review approval from the State.

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. 0 – 5,000 square feet</td>
<td></td>
<td>$100.00</td>
</tr>
<tr>
<td>b. 5,001 – 10,000 square feet</td>
<td></td>
<td>$150.00</td>
</tr>
<tr>
<td>c. Over 10,001 square feet</td>
<td></td>
<td>$250.00</td>
</tr>
</tbody>
</table>
(3) Remodel permit application plan review fee is twenty-five dollars ($25.00) for residential one- and two-family, and fifty dollars ($50.00) for commercial and multi-family (three (3) or more units).

(4) Plan review fee is waived for accessory structures permit applications, both residential and commercial, that are less than six hundred (600) square feet.

(5) Plan review fee is waived for removal and demolition permits applications.

(6) Plan review fee is waived for sign permit applications.

(b) Fees for permits:

(1) Residential and accessory buildings including garages, porches, patios, siding, swimming pools and remodeling.

<table>
<thead>
<tr>
<th>Range</th>
<th>Fee Calculation</th>
</tr>
</thead>
<tbody>
<tr>
<td>0—$3,000</td>
<td>$25.00</td>
</tr>
<tr>
<td>$3,001—$100,000</td>
<td>$25.00 + $2.00 for each $1,000 or fraction thereof above $3,001</td>
</tr>
<tr>
<td>$100,001—$500,000</td>
<td>$219.00 + $1.75 for each $1,000 or fraction thereof above $100,001</td>
</tr>
<tr>
<td>$500,001—$1,000,000</td>
<td>$350.00 + $1.50 for each $1,000 or fraction thereof above $500,001</td>
</tr>
<tr>
<td>Over $1,000,000</td>
<td>$919.00 + $1.25 for each $1,000 or fraction thereof above $1,000,000</td>
</tr>
<tr>
<td>Manufactured Home</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

(2) Commercial, industrial.

<table>
<thead>
<tr>
<th>Range</th>
<th>Fee Calculation</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to $25,000</td>
<td>$7.25 per $1,000 or fraction thereof</td>
</tr>
<tr>
<td>$25,001—$50,000</td>
<td>$181.25 + $6.75 per $1,000 or fraction thereof above $25,001</td>
</tr>
<tr>
<td>$50,001—$100,000</td>
<td>$350.00 + $3.25 per $1,000 or fraction thereof above $50,001</td>
</tr>
<tr>
<td>$100,001—$200,000</td>
<td>$512.50 + $2.75 per $1,000 or fraction thereof above $100,000</td>
</tr>
<tr>
<td>Range</td>
<td>Fee Calculation</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>$100,001 - $200,000</td>
<td>[100,001 - 200,000 = [$737.50 \times 787.50 + $2.25 \text{ per } $1,000 \text{ or fraction thereof above } $200,001]</td>
</tr>
<tr>
<td>$200,001 - $300,000</td>
<td>[200,001 - 300,000 = [$937.50 \times 1,012.50 + $1.50 \text{ per } $1,000 \text{ or fraction thereof above } $300,001]</td>
</tr>
<tr>
<td>$300,001 - $400,000</td>
<td>[300,001 - 400,000 = [$1,087.50 \times 1,187.50 + $1.25 \text{ per } $1,000 \text{ or fraction thereof above } $400,001]</td>
</tr>
<tr>
<td>$400,001 - $500,000</td>
<td>[400,001 - 500,000 = [$1,187.50 \times 1,312.50 + $1.00 \text{ per } $1,000 \text{ or fraction thereof above } $500,001]</td>
</tr>
</tbody>
</table>

(3) **Removal and demolition of all buildings.**

<table>
<thead>
<tr>
<th>Type</th>
<th>Fee Calculation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial</td>
<td>[= $50.00 \times 75.00 \text{ for a building or structure with 5,000 square feet or less}]</td>
</tr>
<tr>
<td></td>
<td>[= $75.00 \times 100.00 \text{ for a building or structure with more than 5,000 square feet}]</td>
</tr>
<tr>
<td>Residential</td>
<td>[= $20.00 \times 50.00 \text{ for a building or structure containing 1,000 square feet or more}]</td>
</tr>
<tr>
<td></td>
<td>[= \text{No charge} \times 25.00 \text{ for a building or structure containing less than 1,000 square feet}]</td>
</tr>
<tr>
<td>Removal Permit</td>
<td>[= $20.00 \text{ for moving a building from one location to another}]</td>
</tr>
</tbody>
</table>

(4) **Sign erection.**

<table>
<thead>
<tr>
<th>Sign Size</th>
<th>Fee Calculation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 70 sq ft</td>
<td>[= $15.00 \times 25.00 \text{ for signs up to 70 square feet}]</td>
</tr>
<tr>
<td>Over 70 sq ft</td>
<td>[= $15.00 \times 25.00 + $.75 \text{ for each square foot over 70 square feet}]</td>
</tr>
</tbody>
</table>

(e) For the purpose of determining the fee, the estimated cost of construction shall be used. The estimated cost shall be based on the most current building validation data as supplied by the International Code Council, a copy of which will be kept in the codes department.
The building inspector shall act upon applications for building permits within two (2) weeks from the date of their submission or shall inform the city manager in writing as to why no action has been taken.

Each application for building permit shall list the name or names of the building contractors who will perform such construction and the City of Henderson, Kentucky, occupational license number of each such contractor shall be given thereon.

In accordance with KRS 198B.060(10), the person seeking a permit shall assure, by affidavit, that all contractors and subcontractors employed, or that will be employed, on activity covered by the permit shall be in compliance with Kentucky requirements for Workers Compensation Insurance according to KRS Chapter 342 and Unemployment Insurance according to KRS Chapter 341.

If a fireplace or woodburning stove is installed without a permit having been issued, the owner or owners of said fireplace or stove shall be required to pay an additional inspection fee of twenty-five dollars ($25.00).

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

The ordinance shall become effective upon publication.

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 Staton: _______ Commissioner Royster: _______
Commissioner Vowels: _______ Mayor Austin: _______
Commissioner Bugg: _______

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. On roll call the vote stood:

Commissioner Staton: _______ Commissioner Royster: _______
Commissioner Vowels: _______ Mayor Austin: _______
Commissioner Bugg: _______
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, CKMC
City Clerk

APPROVED AS TO FORM AND LEGALITY THIS ___ DAY OF MARCH, 2020.

By: ____________________
Dawn S. Kelsey
City Attorney
City Commission Memorandum
20-39

March 5, 2020

TO: Mayor Steve Austin and the Board of Commissioners
FROM: William L. “Buzzy” Newman, Jr., City Manager
SUBJECT: Ordinance Amending Code Enforcement Ordinance Fine Schedule

An item for the agenda of the Tuesday, March 10, 2020 special called meeting, is first reading of an ordinance amending the Code Enforcement Fine Schedule of the Code of Ordinances.

The attached Code Enforcement Division Memorandum 20-03 from Code Administrator Ray Nix explains that after two years of enforcement, the fines as currently set provide little deterrence or incentive to property owners to keep property properly maintained rather than to pay the fine. It is recommended that fines be increased relating to Unfit/Unsafe structures; Garbage; Weeds-lot acreage changes; and Clutter, which falls under Any Other Nuisance Covered Under Code Of Ordinances.

Your approval of the attached ordinance is requested.

c: Ray Nix
March 3, 2020

TO: William "Buzzy" Newman, Jr., City Manager

FROM: Ray Nix, Code Administrator

SUBJECT: Proposed Code Enforcement Board Fine Revisions

After working under the new Code Enforcement Ordinance for two (2) years, we have learned a lot and have had, by and large, positive results where we achieved no results prior to the new ordinance taking place.

There are areas in our ordinance Fine Schedule that need stronger deterrents (ie. Higher fines), specifically Unsafe Structures, Garbage, Weeds, and the line item described as “Any other nuisance covered under the Code of Ordinances” (specifically Clutter).

We have found that a fine of $100.00 for an Unsafe Structure does not get the attention it deserves for immediate action. We suggest a slightly higher initial fine that may send a stronger message of action required.

Likewise, Garbage, Weeds, and “any other nuisance covered under the Code of Ordinances” (specifically Clutter) have had a fine of only $10.00. We suggest that the initial fine be increased to $30. Our typical process can take 6 weeks to get to the stage where the fine actually applies, in the meantime the property can become worse. Timewise for staff we are talking about 3 inspections and 3 separate paperwork write-ups and mailings - all taking time and money. $10 does not come close to compensating the City for work that the parcel owner should have been taking care of all along, nor provide a very strong incentive for action.

I respectfully submit these Proposed Code Enforcement Board Fine Revisions for your approval and forwarded to the Board of Commissioners for their review and approval.
ORDINANCE NO. ________

ORDINANCE AMENDING CHAPTER 15
OF CODE OF ORDINANCES REGARDING FINE SCHEDULE

SUMMARY: AN ORDINANCE AMENDING CHAPTER 15, NUISANCES, ARTICLE III, CODE ENFORCEMENT BOARD, BY AMENDING SECTION 15-51 ORDINANCE FINE SCHEDULE OF THE CODE OF ORDINANCES OF THE CITY OF HENDERSON

WHEREAS, it is necessary to update Chapter 15, Nuisances, by amending Section 15-51 Ordinance Fine Schedule to increase the fines in order to encourage greater compliance; and

WHEREAS, it is necessary to further divide the parcel size for fines of weeds violations to cover the city’s cost of abating violations,

NOW, THEREFORE, BE IT ORDAINED by the City of Henderson, Kentucky, that Chapter 15-Nuisances, Article III, Code Enforcement Board, Section 15-51 of the Code of Ordinances is hereby amended as follows:

Sec. 15-51. - Ordinance fine schedule.

Violations of ordinances that are enforced by the city code enforcement board shall be subject to the following schedule of civil fines:

(1) If a citation for a violation of an ordinance is not contested by the person charged with the violation, the penalties set forth in this subsection shall apply and shall be calculated per noted violation:

<table>
<thead>
<tr>
<th>Violation</th>
<th>1st Offense</th>
<th>2nd Offense</th>
<th>All Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animals, including bees</td>
<td>$ 25.00</td>
<td>$ 50.00</td>
<td>$ 100.00</td>
</tr>
<tr>
<td>Unsafe and unfit structure code</td>
<td>[100.00] 125.00</td>
<td>[125.00] 150.00</td>
<td>[150.00] 200.00</td>
</tr>
<tr>
<td>Stop work order</td>
<td>100.00</td>
<td>125.00</td>
<td>150.00</td>
</tr>
<tr>
<td>Placard removal</td>
<td>10.00</td>
<td>25.00</td>
<td>50.00</td>
</tr>
<tr>
<td>Garbage</td>
<td>[10.00] 30.00</td>
<td>[25.00] 60.00</td>
<td>[50.00] 100.00</td>
</tr>
<tr>
<td>Weeds:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(0 – 1 acre)</td>
<td>30.00</td>
<td>60.00</td>
<td>100.00</td>
</tr>
<tr>
<td>([0]1.1—5 acres)</td>
<td>[10.00] 30.00</td>
<td>[25.00] 60.00</td>
<td>[50.00] 100.00</td>
</tr>
<tr>
<td>(plus $3.00/acre over 1 acre)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(5.1—10 acres)</td>
<td>[10.00] 42.00</td>
<td>[25.00] 72.00</td>
<td>[50.00] 112.00</td>
</tr>
<tr>
<td>(plus $3.00/acre over 5 acres)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Violation</td>
<td>1st Offense</td>
<td>2nd Offense</td>
<td>All Others</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>-------------</td>
<td>-------------</td>
<td>------------</td>
</tr>
<tr>
<td>Animals, including bees</td>
<td>$50.00</td>
<td>$200.00</td>
<td>$300.00</td>
</tr>
<tr>
<td>Unsafe and unfit structure code</td>
<td>200.00</td>
<td>500.00</td>
<td>750.00</td>
</tr>
<tr>
<td>Stop work order</td>
<td>200.00</td>
<td>500.00</td>
<td>750.00</td>
</tr>
<tr>
<td>Placard removal</td>
<td>25.00</td>
<td>150.00</td>
<td>250.00</td>
</tr>
<tr>
<td>Garbage</td>
<td>$25.00</td>
<td>60.00</td>
<td>150.00</td>
</tr>
<tr>
<td>Weeds:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(0—1 acre)</td>
<td>60.00</td>
<td>150.00</td>
<td>250.00</td>
</tr>
<tr>
<td>(plus $3.00/acre over 1 acre)</td>
<td>$25.00</td>
<td>60.00</td>
<td>150.00</td>
</tr>
<tr>
<td>(1.1—5 acres)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(5.1—10 acres)</td>
<td>$25.00</td>
<td>72.00</td>
<td>162.00</td>
</tr>
<tr>
<td>(plus $3.00/acre over 5 acres)</td>
<td></td>
<td>180.00</td>
<td>262.00</td>
</tr>
<tr>
<td>(10.1—20 acres)</td>
<td>$40.00</td>
<td>87.00</td>
<td>177.00</td>
</tr>
<tr>
<td>(plus $5.00/acre over 10 acres)</td>
<td></td>
<td>165.00</td>
<td>277.00</td>
</tr>
<tr>
<td>(Over 20 acres)</td>
<td>$90.00</td>
<td>137.00</td>
<td>227.00</td>
</tr>
<tr>
<td>(plus $7.00/acre over 20 acres)</td>
<td></td>
<td>215.00</td>
<td>327.00</td>
</tr>
<tr>
<td>Any other nuisance covered under Code of Ordinances</td>
<td>50.00</td>
<td>60.00</td>
<td>150.00</td>
</tr>
</tbody>
</table>

All fines are in addition to potential abatement costs.

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

The 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:
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. On roll call the vote stood:

Commissioner Staton: ________ Commissioner Royster: ________
Commissioner Vowels: ________ Mayor Austin: ________
Commissioner Bugg: ________

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, CKMC
City Clerk

APPROVED AS TO FORM AND LEGALITY THIS __ DAY OF MARCH, 2020.

By: ____________________________
Dawn S. Kelsey
City Attorney
March 5, 2020

TO: Mayor Steve Austin and the Board of Commissioners

FROM: William L. “Buzzy” Newman, Jr., City Manager

SUBJECT: Ordinance Amending Chapter 23, Utilities, Article V, Rates and Charges
Municipal Order Amending Utility Connection and Customer Service Fee Schedule

An item for the agenda of the Tuesday, March 10, 2020 special called meeting is first reading of an ordinance amending Chapter 23, Utilities, Article V, Rates and Charges, Section 23-103 Discontinuance of Services, of the Code of Ordinances; and a municipal order amending Utility Connection and Customer Service Fees.

As proposed, the service charge for after hours reconnection would be taken out of the Code of Ordinances and adopted by municipal order along with other recommended fees and service charges as detailed in the attached Finance Department Memorandum 20-04 from Finance Director Robert Gunter. This change would allow all of the customer fees and charges to be in one fee schedule.

Mr. Gunter and staff are recommending increasing the following fees/service charges: the reconnection fee from $25.00 to $35.00; the after-hours reconnection fee from $25.00 to $50.00, and establishing a 10:00 p.m. deadline for the latest time reconnections will be performed other than an emergency; read-in fee from $7.50 per/meter to $10.00 per/meter; and the service charge from $10.00 per/meter to $12.50 per/meter. Further the recommendation is to establish the following fees: a disconnect fee of $25.00-as the Servicer has to make a trip to disconnect and then to reconnect service each should have a fee; a missed appointment fee of $25.00-the first missed appointment would be at no charge, however each additional missed appointment within a 12-month period would be assessed a fee; a fee of $1.00 to reprint any bill, cutoff notice or other document similar to what other agencies charge to reprint documents; and a $10.00 per/meter charge for re-reads of correct meters-the first correct re-read would be free of charge, however each additional correct re-read within a 12-month period would be assessed the fee. This would not apply to meters that have been estimated.

As pointed out in Mr. Gunter’s memo, the after-hour fee was set in 1988 and using the U.S. Department of Labor CPI Inflation Calculator the $25.00 fee in 1988 has the same buying power as $55.07 today or 120%. The read-in fee and service charges were set in 2002. Your approval of the attached ordinance and municipal order is requested.

c: Robert Gunter, Finance Director
March 4, 2020

TO: William Newman, Jr., City Manager

FROM: Robert Gunter, Finance Director

SUBJECT: Utility Fees

In our effort to get the various utility fees current, I would like to make some changes. An enormous amount of staff time and effort has shifted to working with delinquent accounts and several of my recommendations pertain to the fees related to these accounts.

When a customer is delinquent, we send a utility servicer out to the location to disconnect the utility service. Once the delinquent amount and a $25.00 reconnect fee has been paid, we will send the utility servicer back out to the location to reconnect the utility service. That means two trips with only a $25.00 fee. I am recommending that we establish a disconnect fee of $25.00 and increase the reconnect fee to $35.00.

Each morning the utility servicer will have a list of several disconnections and can usually perform those in one trip. However, reconnects are different because we must keep a utility servicer on stand-by to preform them and most of the time it is an out-and-back trip for only one account. Another important aspect of implementing a disconnect fee is for the times that the customer has tampered and reconnected the utility service. As we move to automated meter reading, we will find meter-tampering more often. This would require another trip to the location to disconnect the service.

Any reconnection performed after 5:00 PM incurs an additional $25.00 after-hour fee. I am recommending that we increase the after-hour fee to $50.00 and I am recommending that 10:00 PM be established as the latest reconnects will be performed. The 10:00 PM deadline will not apply to emergency disconnects due to water leaks.

When utility service is established by a customer, there is a read-in fee of $7.50 per meter. We send a utility servicer out to read the meters to give us a start number. Many of these are related to accounts that will disconnect irrigation meters during the winter months. I am recommending that fee be increased to $10.00. If the location has electric, gas, and water the read-in fee would be $30.00.
Whenever a utility customer is late, we must print and mail a disconnect notice that includes a $10.00 per service charge. I recommend that fee be increased to $12.50.

Another issue that we have is customers not showing up when we schedule a date and time to turn on the meters. These are primarily landlords. We currently do not have a fee. I am recommending that the first missed appointment be free; however, each additional missed appointment within a 12-month period be assessed a $25.00 fee.

One of the biggest causes of slowdown in the collections area is due to customers showing up to make a payment but will not have their payment stub or a copy of their bill. In order to make sure the payment is applied to the correct account we need the payment stub. We also have requests from customers who have lost their cutoff notices. Again, this does monopolize staff time and resources. I recommend establishing a $1.00 fee to reprint any bill, cutoff notice or other document. This would be very similar to the County Clerk charging $3.00 for reprinting the vehicle registration paperwork. Since we did not print and mail the first utility statement, we would exempt customers using paperless billings.

Another new fee I would like to recommend is the re-reading of meters. We have requests from customers to re-read their meters and we have gladly sent a servicer out to do that. However, there are customers that will ask for the re-reads several times and others that are just being vindictive. I recommend that the first correct re-read be free of charge; however, each correct re-read within a 12-month period be charged $10 for each meter. This would not apply to meters that have been estimated. Depending on the circumstance, Henderson County Water District will charge $25.00 for correct re-reads.

As a point of reference, the $25.00 after-hour fee was set by Ordinance number 17-88 on April 26, 1988. Based on the U.S. Department of Labor CPI Inflation Calculator, $25.00 in 1988 has the same buying power as $55.07 today or a 120% increase.

<table>
<thead>
<tr>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reconnect Fee</td>
<td>$25.00</td>
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<td>$0</td>
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<td>$0</td>
</tr>
<tr>
<td>Re-reads of correct meters</td>
<td>$0</td>
</tr>
</tbody>
</table>

Please contact me if you need additional information.

Robert Gunter

Enclosures
ORDINANCE AMENDING SECTION 23-103
OF THE CODE OF ORDINANCES OF THE CITY OF HENDERSON, KENTUCKY
(RELATING TO DISCONTINUANCE OF SERVICE & CHARGES)
($25.00 Service Charge for discontinuance of Service
after 5:00 P.M. for non-payment)

BE IT ORDAINED by the Board of Commissioners of the City of Henderson,

Kentucky, that Section 23-103 of the Code of Ordinances is amended to read as
follows:

Section 23-103. Discontinuance of service and charges.

(b) Service shall not be resumed to the premises where such service
has been discontinued for nonpayment until all charges, penalty and service
charge have been paid in full. Any person who failed to make such payments
shall not be provided services at any other premises which he may later occupy
until all such past charges, penalty and service charges have been paid in
full. There shall be an additional service charge of Twenty-Five Dollars
($25.00) for any service calls after 5:00 P.M. Monday through Friday, weekends
and holidays if service has been discontinued for nonpayment. The deposit
made with any municipal utility by a tenant as set out in section 23-99 may be
forfeited and applied in payment of any amounts due and owing by virtue of the
terms of this article.

All ordinances or parts of ordinances in conflict herewith are
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 Mike Farmer, seconded by Commissioner William T.
Burton, that the ordinance be adopted on its first reading.

On roll call the vote stood:

Commissioner Doom: Aye
Commissioner Farmer: Aye
Commissioner Brown: Aye
Commissioner Burton: Aye
Mayor Newman: Aye

WHEREUPON, Mayor Newman declared the ordinance adopted on first
reading and ordered that it be presented for second reading on April 26,
1988 at the regular meeting of the Board of Commissioners.
RESOLUTION NO. 40-02

RESOLUTION SETTING CONNECTION AND SERVICE CHARGES FOR UTILITIES

WHEREAS, pursuant to the provisions of Section 23-97 of the City's Code of Ordinances, the rates and charges for utilities are to be set from time to time by the Board of Commissioners; and

WHEREAS, it is necessary to revise the schedule of connection and service charges for the City's utilities so that such charges will more accurately reflect the costs of providing the services; and

WHEREAS, the City Manager recommends that the fees as hereinafter set forth be adopted.

NOW, THEREFORE, BE IT RESOLVED by the City of Henderson, Kentucky, that the recommendation of the City Manager is accepted, and the following utility connection and service charges are hereby approved to become effective July 1, 2002:

- New Account Set Up/Read In $7.50 per metered utility
- Service Charge $10.00 per metered utility

On motion of Commissioner Robert N. Hall, seconded by Commissioner Michele E. Deep, that the foregoing Resolution be adopted, the vote was called. On roll call the vote stood:

Commissioner Sights: AYE
Commissioner Hall: AYE
Commissioner Deep: AYE
Commissioner Mills: AYE
Mayor Hoffman: AYE

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

Joan Hoffman, Mayor
Date: June 11, 2002

ATTEST:

Carolyn Williams, City Clerk

APPROVED AS TO FORM AND LEGALITY THIS ____ DAY OF JUNE, 2002.

By: Joseph E. Ternes, Jr.
City Attorney

RESOLUTION NO: 40-02
ORDINANCE NO. ________

ORDINANCE AMENDING CHAPTER 23 UTILITIES OF CODE OF ORDINANCES REGARDING ARTICLE V RATES AND CHARGES

SUMMARY: AN ORDINANCE AMENDING CHAPTER 23, UTILITIES, ARTICLE V, RATES AND CHARGES, SECTION 23-103, DISCONTINUANCE OF SERVICES OF THE CODE OF ORDINANCES OF THE CITY OF HENDERSON

WHEREAS, the other utility service rates related to establishing utilities service charges, are set by municipal order rather through Ordinance;

WHEREAS, to keep all of the utility customer service charges in same schedule kept by the Clerk of the city;

NOW, THEREFORE, BE IT ORDAINED by the City of Henderson, Kentucky, that amending Chapter 23, Utilities, Article V, Rates and Charges, Section 23-103, Discontinuance of Services of the Code of Ordinances of the City of Henderson hereby amended as follows:

Sec. 23-103. - Discontinuance of service and charges.
(a) If any charges and penalties thereon of any municipal utility in excess of thirty dollars ($30.00) have not been paid by 9:00 a.m. on the sixth day following the mailing of the notice of discontinuance, the service provided by the appropriate utility shall be discontinued in due course and charges shall be assessed against the delinquent owner or tenant as determined from time to time by the board of commissioners and kept on file in the clerk's office. These charges shall not apply to accounts that are guaranteed by vouchers submitted prior to the cutoff date from community service agencies as determined by the city manager or his designee.

(b) Services shall not be resumed to the premises where such service has been discontinued for nonpayment until all charges, penalty and service charge have been paid in full. Any person who failed to make such payments shall not be provided services at any other premises which he may later occupy until all such past charges, penalty and service charges have been paid in full. There shall be an additional service charge [of twenty-five dollars ($25.00); fifty dollars ($50.00)] for any service calls after 5:00 p.m. Monday through Friday, weekends and holidays if service has been discontinued for nonpayment. A schedule of fees shall be kept in the City Clerk's office.

(c) For natural gas service calls, there shall be a charge of twenty-five dollars ($25.00) for services performed, including gas pilot lighting, during normal business hours; and a charge of thirty-seven dollars fifty cents ($37.50) if such services, including gas pilot lighting, are performed after 5:00 p.m. Monday through Friday, weekends and holidays.

(d) The deposit made with any municipal utility by a tenant as set out in section 23-99 may be forfeited and applied in payment of any amounts due and owing by virtue of the terms of this article.

All ordinances or parts of ordinances in conflict herewith are hereby repealed and superseded to the extent of such conflict.
The ordinance shall become effective on July 1, 2020.

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 Staton: ______  Commissioner Royster: ______
Commissioner Vowels: ______  Mayor Austin: ______
Commissioner Bugg: ______

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. On roll call the vote stood:

Commissioner Staton: ______  Commissioner Royster: ______
Commissioner Vowels: ______  Mayor Austin: ______
Commissioner Bugg: ______

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, CKMC
City Clerk

APPROVED AS TO FORM AND LEGALITY THIS ____ DAY OF MARCH, 2020.

By: _________________________
Dawn S. Kelsey
City Attorney
MUNICIPAL ORDER

MUNICIPAL ORDER AMENDING UTILITY FEES FOR CONNECTION AND SERVICE CHARGES FOR UTILITIES AND ADDING FEES FOR OTHER CUSTOMER SERVICES

WHEREAS, pursuant to the provisions of Section 23-97 of the City’s Code of Ordinances, the rates and charges for utilities are to be set from time to time by the Board of Commissioners; and

WHEREAS, it is necessary to revise the schedule of connection and service charges for the City’s utilities so that such charges will more accurately reflect the costs of providing the services, and to add fees for other customer services currently not charged; and

WHEREAS, the City Manager recommends that the fees as hereinafter set forth be adopted.

NOW, THEREFORE, BE IT RESOLVED by the City of Henderson, Kentucky, that the recommendation of the City Manager is accepted, and the following fees for utility connection, service charges and other customer services are hereby approved to become effective July 1, 2020:

<table>
<thead>
<tr>
<th>Service</th>
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<td>Reconnect Fee</td>
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<td>[$0]</td>
<td>$10.00/meter</td>
</tr>
</tbody>
</table>

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

Commissioner Staton: __________  Commissioner Royster: __________
Commissioner Vowels: __________  Mayor Austin: __________
Commissioner Bugg: __________

INTRODUCED, PUBLICLY READ AND FINALLY APPROVED ON ONE READING, this the _____ day of February, 2020.

Steve Austin, Mayor
Date: ____________________________
ATTEST:

Maree Collins, CKMC
City Clerk

APPROVED AS TO FORM AND LEGALITY THIS _ DAY OF MARCH, 2020.

By: __________________________
Dawn S. Kelsey
City Attorney
City Commission Memorandum
20-41

March 5, 2020

TO: Mayor Steve Austin and the Board of Commissioners
FROM: William L. “Buzzy” Newman, Jr., City Manager
SUBJECT: Master Agreement Architectural, Preliminary Design Services for Fire Stations #1 & #2, and Final Design Services for Fire Station #2

The accompanying municipal order authorizes the award of a Master Agreement and Service Orders for architectural and engineering services associated with the evaluation, programming, and design of a new fire station to KZF Design Inc. of Cincinnati, Ohio.

Included in the services to be provided are all professional services necessary for the evaluation, programming, and design of a new fire station, including preliminary design services for both Fire Station #1 and Fire Station #2 as well as final design services for Fire Station #2. Details of the proposed scope of work as broken down into phases can be found in the accompanying Project Management Memorandum 20-02. Phase 1A includes evaluation of three potential sites for Fire Station #2; Phase 1B includes evaluation of the former IBT site for Fire Station #1; and Phase 2 includes the final design, bidding, and construction services for Fire Station #2 based upon the findings of Phase 1A.

A total of fifteen Request for Qualifications were received and reviewed by a Fire Station Selection Committee consisting of Fire Chief Scott Foreman, Fire Lieutenant Jeff Crafton, Project Manager Dylan Ward and me. Upon review, interviews were conducted with six firms presenting their qualifications and experience in fire station design. KZF Design Inc. was unanimously chosen by the Committee and will partner with American Structurepoint Inc. to provide civil engineering, structural engineering, and survey services. Both firms have extensive fire station design experience. Details of the firms’ locations and experience can be found in the accompanying Project Management Memorandum 20-02.

At this time the Master Agreement includes services for Phases 1A, 1B and 2 with a Service Order for Phases 1A and 1B in an amount not to exceed $47,150.00 to be completed in this fiscal year. The Committee would return for execution of the Service Order for Phase 2 at a later date.

Sufficient funds are available in the FY2020 budget for Phases 1A and 1B. Your approval of the attached municipal order is requested.

c: Dylan Ward, Project Manager
   Scott Foreman, Fire Chief
   Jeff Crafton, Fire Lieutenant
   Dawn Kelsey, City Attorney
March 6, 2020

TO: William L. "Buzzy" Newman, Jr., City Manager
FROM: Dylan H. Ward, Project Manager
SUBJECT: Request for Qualifications #20-05, Design Services of a New Fire Station

Selection of Firm

On January 7, 2020 the City of Henderson sent out a formal request for qualifications (RFQ) to solicit professional architectural and engineering services for the evaluation, programming, and design of a new fire station. The proposed scope of work under this RFQ included preliminary design work for both Fire Station #1 & Fire Station #2, as well as final design services for Fire Station #2.

The proposed scope of work was broken into two (2) phases. Phase 1A included the required design services to evaluate three (3) potential sites for Fire Station #2 and to determine the best location based on construction cost, as well as a number of other factors. Phase 1B included the required design services to evaluate the former IBT site in order to determine whether it would be more cost efficient to keep the existing structure or to tear it down based on the programming needs for Fire Station #1. Finally, Phase 2 included the required design services for the final design, bidding, and construction of Fire Station #2 on the preferred site as determined in Phase 1A.

A total of fifteen (15) responses to the RFQ were received by the submittal deadline of January 28, 2020. A committee, known as the Fire Station Selection Committee, was chosen to review the responses and to select the most qualified consultant to complete the proposed scope of work as outlined in the RFQ. This selection committee consisted of the following members: Buzzy Newman, City Manager; Scott Foreman, Fire Chief; Jeff Crafton, Fire Lieutenant; and Dylan Ward, Project Manager.

After scoring each of the fifteen (15) responses, the selection committee then short-listed six (6) consultants to be interviewed by the committee. All six (6) interviews were held by the selection committee on February 13, 2020. Following the interview process, KZF Design Inc. of Cincinnati, Ohio was unanimously chosen by the Fire Station Selection Committee as the committee’s preferred consultant to complete the tasks as outlined in the RFQ based on their overall qualifications and extensive past fire station design experience.
KZF Design Inc., who would serve as the lead on this project, is headquartered in Cincinnati, Ohio and is composed of more than seventy (70) architects, engineers, interior designers, and urban planners. Their general services include, but are not limited to, architecture, interior design, mechanical/plumbing engineering, electrical engineering, planning, site/civil engineering/utilities, cost estimation, etc. Included on their team is a Public Safety Specialist, who brings a great deal of experience with thirty-five (35) built fire stations from across the country.

In addition, to complete this project, KZF Design has partnered with American Structurepoint Inc., which has offices located in both Indianapolis, Indiana, as well as Evansville, Indiana. American Structurepoint would be supporting this project by providing civil engineering, structural engineering, and survey services. Both firms have demonstrated a vast knowledge and understanding of fire station design experience. For this reason, the Fire Station Selection Committee recommends that KZF Design Inc. be selected as the consultant to complete the design tasks for Fire Station #1 and Fire Station #2 as outlined in the RFQ.

Master Agreement & Service Orders

Included with this memorandum is a copy of the Master Agreement between the City of Henderson and KZF Design Inc. as recommended for approval by the Board of Commissioners. The execution of this Master Agreement with subsequent Service Orders would constitute the authorization of KZF Design Inc. to perform miscellaneous fire station design services on behalf of the City of Henderson.

Included with the Master Agreement is a Service Order for Phase 1A and Phase 1B preliminary design services. The total design fee for Phase 1A and Phase 1B is $45,150.00 plus up to $2,000.00 in reimbursable expenses. Both of these documents have been reviewed and approved by the City Manager, City Attorney, and Project Manager. The Master Agreement in conjunction with this Service Order form a Service Agreement between the City of Henderson and KZF Design Inc. for the execution of preliminary fire station design services under Phase 1A and Phase 1B.

At this time, the Fire Station Selection Committee recommends that the first Service Agreement between the City of Henderson and KZF Design Inc. for preliminary design services under Phase 1A and Phase 1B in the amount of $45,150.00 plus up to $2,000.00 in reimbursable expenses be submitted for approval by the Board of Commissioners. The Fire Station Selection Committee will return to the Board of Commissioners at a later date to request approval of an additional Service Order for the final design services of Fire Station #2 and possibly Fire Station #1 under Phase 2. The preliminary design work completed under Phase 1A and Phase 1B will be utilized in the final design process under Phase 2, thus reducing the design fees for Phase 2 accordingly.

C: Jeff Crafton, Fire Lieutenant
Scott Foreman, Fire Chief
Dawn Kelsey, City Attorney
MUNICIPAL ORDER

MUNICIPAL ORDER ACCEPTING MASTER AGREEMENT AND SERVICE ORDERS WITH KZF DESIGN INC. OF CINCINNATI, OHIO FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR NEW FIRE STATION #1 AND FIRE STATION #2 AND AUTHORIZING MAYOR TO EXECUTE THE DOCUMENTS ON BEHALF OF THE CITY

WHEREAS, on January 7, 2020 the City of Henderson sent out a formal request for qualifications (RFQ) to solicit professional architectural and engineering services for the evaluation, programming, and design of a new fire station; and

WHEREAS, the Fire Station Selection Committee has reviewed and evaluated the submitted RFQs and conducted interviews with the top six firms. The Committee selected KZF Design Inc. for the architectural and engineering services for design work for both Fire Station #1 and Fire Station #2, as well as final design services for Fire Station #2; and

WHEREAS, the proposed scope of work under the first Master Agreement Service Order is for the execution of preliminary fire station design services under Phase 1A which includes the required design services to evaluate three (3) potential sites for Fire Station #2 and to determine the best location based on construction cost, as well as a number of other factors; and Phase 1B which includes the required design services to evaluate the former IBT site in order to determine whether it would be more cost effective to keep the existing structure or to tear it down based on the programming needs for Fire Station #1.

WHEREAS, the City Manager has negotiated a Master Agreement and Service Orders with KZF Design Inc. a copy of which is attached hereto, and the City Manager recommends its approval.

NOW, THEREFORE, BE IT RESOLVED by the City of Henderson, Kentucky, that the recommendation of the City Manager is accepted, and the attached Master Agreement and Service Orders between the City of Henderson and KZF Design Inc., 700 Broadway Street, Cincinnati, Ohio 45202, for architectural and engineering services for Fire Station #1 and Fire Station #2 is hereby approved, and the Mayor is authorized to execute necessary documents on behalf of the City.

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

Commissioner Staton: _________ Commissioner Royster: _________
Commissioner Vowels: _________ Mayor Austin: _________
Commissioner Bugg: _________

INTRODUCED, PUBLICLY READ AND FINALLY APPROVED ON ONE READING, this the _____ day of March, 2020.

__________________________
Steve Austin, Mayor
Date: ______________________
ATTEST:

Maree Collins, CKMC
City Clerk

APPROVED AS TO FORM AND LEGALITY THIS ___ DAY OF MARCH, 2020.

By:  
Dawn S. Kelsey
City Attorney
City Commission Memorandum  
20-36

March 5, 2020

TO: Mayor Steve Austin and the Board of Commissioners

FROM: William L. “Buzzy” Newman, Jr., City Manager

SUBJECT: City Manager’s Report

I. Proposed Use - Henderson Municipal Golf Course

Commission Direction Sought.

Attached are the proposed uses of the Henderson Municipal Golf Course recommended by the Parks and Recreation Commission.

Mr. Trace Stevens will be present to detail the proposals and answer any questions you may have.

Commission direction is requested.

II. Proposed CDD Landfill Operation Options

Commission Direction Sought.

Review and discussion of proposed operations option for the CDD Landfill as discussed at the January 21, 2020 work session. Before presenting the final documents necessary to effectuate the changes to be effective June 1, 2020, staff is requesting confirmation that the Board of Commissioners is in agreement with this option.

Commission approval is requested.

c: Trace Stevens, Parks, Recreation & Cemeteries Director  
Brian Williams, Public Works Director  
Sam Lingerfelt, Sanitation Superintendent
Henderson Municipal Golf Course Reuse Proposal

Renovate the course to add an additional disc golf course, a new foot golf course and concrete walks that connect to the existing Riverwalk.

Add paved walking trails that connect with the Riverwalk in Atkinson Park, additional disc golf course, and new foot golf course

- $25,000 for the disc and foot golf additions
- 1887 linear feet of sidewalk @ $30 per 5' wide sidewalk = $56,610

ESTIMATED SUBTOTAL: $81,610

Renovate the clubhouse to use as a small rental facility

- Paint
- New carpet
- Appliances for use (refrigerator, stove, microwave)
- Cabinet repairs
- Countertop replacement
- ADA restroom renovations

ESTIMATED SUBTOTAL: $16,000

ESTIMATED TOAL $97,610
# UPCOMING BOARD APPOINTMENTS

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<thead>
<tr>
<th>BOARD</th>
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<tr>
<td>Becky Hudson Brown</td>
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<td>CITY UTILITY COMMISSION</td>
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<td>Jud Royster</td>
<td>04/25/2020</td>
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<td>Mark Weaver</td>
<td>04/25/2020</td>
<td>3-Year</td>
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<td>BOARD OF OCCUPATIONAL LICENSE APPEALS</td>
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<tr>
<td>Alternate Member (Vacant-former member moved out of town)</td>
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Meeting: 03/10/2020