

GRANT AWARD AGREEMENT

Fiscal Year 2021 Class A Incentive Grant Program

THIS AGREEMENT, made and entered into on the _____ day of _____, 20___, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the Commonwealth of Kentucky, pursuant to KRS Chapter 67A (hereinafter "Government"), on behalf of its Division of Water Quality, and **NEIGHBORS UNITED FOR SOUTH ELKHORN CREEK, INC.**, 2501 SUNGALE COURT, LEXINGTON, KENTUCKY 40513, (hereinafter "Grantee").

WITNESSETH:

WHEREAS, the Government has funds available through the Stormwater Quality Projects Incentive Grant Program to assist qualified applicants in the implementation of projects that meet the goals of the program; and

WHEREAS, the Grantee represents directly or indirectly a group of single-family residences in Fayette County who are fee-payers of the Government's Water Quality Management Fee; and

WHEREAS, the Grantee has proposed a need for the funds requested to develop and implement a proposed project by submitting a valid grant application; and

WHEREAS, the Grantee desires to implement a specific project that meets one or more Incentive Grant program goals to improve water quality, reduce stormwater runoff, and provide public or private education related to stormwater quality for the benefit of its members, community, and the general public; and

WHEREAS, the Grantee's grant application has been reviewed and selected for funding by the Government's Water Quality Fees Board in accordance with Sections 16-408 and 16-410 of the Government's Code of Ordinances;

THAT FOR AND IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS HEREIN EXPRESSED, GOVERNMENT AND GRANTEE AGREE AS FOLLOWS:

- (1) The Government hereby grants the Grantee the sum of **\$1,890.00** (hereinafter "the Grant"), for use in implementing the project elements as listed in Attachment A which is incorporated herein by reference as if fully set out herein.
- (2) The Grantee agrees to match the Grant with contributions, labor and other services equal to or greater than 20% of the total project cost.
- (3) The Grantee agrees to use the Grant only for the activities set forth in Attachment A.
- (4) The Grantee agrees to perform periodic reporting as detailed in Paragraph 5 herein below, and provide to the Government a Project Final Report, in digital and hard copy, within thirty (30) calendar days of the completion of the project elements following a standardized format to be provided by the Government summarizing all work completed and detailing the total grant expenditures.

- (5) The Grant to the Grantee shall be disbursed in the following manner:
- (a) The Grantee shall submit, at least once every three (3) months, a *Grant Reimbursement Form* and a *Request for Funds*, in standardized format provided by the Government, to the Government's Grant Manager designated by the Director of the Division of Water Quality for the project. The *Request for Funds* shall include documentation that the Grantee has already expended the requested funds or shall be in a position to expend properly the requested funds within thirty (30) days of receipt of the funds. The *Request for Funds* shall include full accounting of all eligible grant-related expenses, as listed in Attachment A. Copies of invoices, purchase orders, or receipts showing vendor, date, amount, and items purchased or ordered shall be provided with the *Request for Funds*.
 - (b) Each *Request for Funds* shall include documentation of all of the Grantee's Match Costs listed in Attachment A and claimed for the prior period. Each *Request for Funds* shall include a minimum of 10% cost share. For cash expenditures this shall include receipts, showing vendor paid, date, amount, and items purchased. For volunteer hours this shall include sign-in sheets describing the events with signatures, name, address, time in and time out (or length of event), for each participant (volunteers must be 12 years of age or older). For mileage, this shall include driver name, type of vehicle, location to and from, date, and miles driven.
 - (c) Each *Request for Funds* shall be accompanied by a *Project Status Report*, in a standardized format provided by the Government, describing the progress of the project to date, including a description and schedule of all activities completed, and hardcopy or electronic copies of materials completed and/or used to date. For educational events (if applicable), copies of the class sign-in sheets documenting the number of attendees shall be provided.
 - (d) The Government's Grant Manager shall review each *Request for Funds* and supporting documents for compliance with the terms of this Agreement and the guidelines of the Stormwater Quality Projects Incentive Grant Program. If the Government's Grant Manager finds the Grantee's *Request for Funds* is in compliance with the terms of this Agreement and the Program's guidelines and that the activity progress and management program of the Grantee satisfy the terms of this Agreement, he or she shall approve the *Request for Funds* within 15 days of receipt, and then forward it to the Division of Accounting for payment.
 - (e) Should the Government's Program Administrator determine that the Grantee is not in compliance with the terms of this Agreement and/or the Stormwater Quality Projects Incentive Grant Program, including deficiencies in progress and/or management of the project, the Division of Water Quality shall notify the Mayor's Office and the appropriate district Council person and shall meet with the Grantee on matters that prevent approval of the *Request for Funds*. Failure to resolve any such matters to the satisfaction of the Government may lead to termination of the Agreement for cause pursuant to Paragraph 25 herein below.
 - (f) The Government shall release payment of the final 3% of the Grant only after receipt and acceptance of the Project Final Report. The Government's Grant Manager shall review the Project Final Report and provide comments to the Grantee within 15 calendar days or, if acceptable, forward approval to the Division of Accounting for payment.
- (6) For any project which includes installation of permanent capital infrastructure as listed in Attachment A (not to include individual rain barrels, small rain gardens, and pond equipment), the Grantee agrees to meet all design standards specified in the Government's Engineering Manuals and/or as further described in Attachment A in the design of all Grant-funded improvements. This includes all associated activities including but not limited to erosion and sediment control, traffic control, utility relocations, seeding, etc. The Grantee

further agrees to design the facilities in such a way as not to preclude the potential for future water quality/quantity monitoring by the Government.

- (7) For any project which includes installation of permanent capital infrastructure as listed in Attachment A, the Grantee agrees to provide in hard copy and electronic format the following deliverables as they become available, each sealed by a Professional Engineer licensed in the Commonwealth of Kentucky (or Registered Landscape Architect when allowed by Kentucky Revised Statutes 323A.010):
 - Design calculations;
 - Final construction plans, including erosion and sediment control plans, traffic control plans, grading plans, etc.;
 - Final specifications and bidding documents (if applicable);
 - Detailed engineer's construction cost estimate including quantities;
 - Inspection, Operation, and Maintenance Plan laying out the plan for regular inspection and maintenance of each proposed facility for design performance and safety in accordance with manufacturer's specifications and the Government's Stormwater Manual;
 - Copies of all federal, state, and local permits, approvals, encroachments, etc. obtained for the project;
 - Record Drawing showing all field changes, and signed and sealed by the professional of record certifying the project as shown meets all original design intent;
 - Photo documentation of site conditions and improvements before, during, and after construction.
- (8) For any project which includes installation of permanent capital infrastructure listed in Attachment A, the Grantee shall provide, by the end of the design phase, certification by a Professional Engineer or Registered Landscape Architect licensed in Kentucky that all stormwater control facilities proposed for this project are feasible and viable Best Management Practices (BMPs) for controlling stormwater quality and/or quantity and are appropriate for the project site.
- (9) The Grantee agrees that any and all stormwater control facilities, including equipment and infrastructure, constructed or purchased with Grant monies shall remain the property of the Grantee, or the current property owner, or his successors and assigns, unless otherwise noted in Attachment A.
- (10) The Grantee agrees that all stormwater control facilities, including equipment and infrastructure shall remain in service and maintained by the Grantee or its representatives for at least the Service Life listed in Attachment A. For capital infrastructure, this shall include following the Inspection, Operation, and Maintenance Plan developed for each facility referenced in Paragraph 7 above. For capital infrastructure, the Grantee further accepts and agrees to enter into the "*Agreement to Maintain Stormwater Control Facilities Funded by an LFUCG Class A Stormwater Quality Projects Incentive Grants*" attached hereto as Attachment B and which is incorporated herein by reference as if fully set out herein.
- (11) The Grantee agrees, and all individual property owners with grant-funded improvements installed on their properties shall agree, to allow the Government access to perform monitoring of the project elements for compliance with this Agreement.
- (12) The Grantee agrees to comply with all applicable local, state, and federal rules, regulations, ordinances, and laws in implementation of the project.
- (13) The Grantee agrees to obtain all necessary local, state, and federal permits and approvals in a timely manner and prior to the start of any work requiring such permits or approvals.
- (14) The Grantee agrees to obtain written approval from the Government's Grant Manager or Program Administrator for any proposed changes to the Project Team or Project Plan as listed in Attachment A prior to implementing the changes. Failure to gain written approval prior to making changes may lead to termination of the Agreement for cause pursuant to Paragraph 25 herein below.

- (15) The term of this Agreement shall be from the date of this Agreement until completion of the project outlined herein. The Grantee agrees to complete the project within 12 months from the date of this Agreement. The Grantee agrees to obtain written approval from the Government's Grant Manager or Program Administrator for any time extensions beyond the grant period. Failure to gain written approval prior to making changes may lead to termination of the Agreement for cause pursuant to Paragraph 25 herein below.
- (16) The Grantee understands that the Grant shown herein in Paragraph 1 is a not-to-exceed amount, and any additional funding needed to complete the project elements listed in Attachment A is the responsibility of the Grantee. If it becomes apparent to the Grantee or the Government that the Grantee will be unable to complete the project either in the manner or for the amount described in this Agreement, then the Grantee must immediately notify the Government's Grant Manager and Program Administrator by providing a complete and detailed written explanation of its inability to comply with the terms of the Agreement. The Grantee must further provide the Government's Grant Manager and Program Administrator with a complete and detailed written explanation of any proposed changes, and the reasons for those changes.
- (17) The Grantee asserts that it is an incorporated organization registered in active status with the Commonwealth of Kentucky Secretary of State, and is in full compliance with all applicable provisions of the Lexington-Fayette Urban County Government's Code of Ordinances Chapter 5 – Buildings and Building Regulations, Chapter 7 – Finance and Taxation, Chapter 12 – Housing, and Chapter 16 – Sewage, Garbage, Refuse, and Weeds, or in compliance with Kentucky Department of Housings Buildings and Construction rules and requirements as is appropriate for those state institutions, parcels, or buildings which are subject to state regulations and oversight as opposed to local ordinances and regulations. If the Grantee becomes out of compliance with any of these provisions, it will contact the Government's Program Administrator immediately. Failure to resolve any such matters to the satisfaction of the Government may lead to termination of the Agreement for cause pursuant to Paragraph 25 herein below.
- (18) This Agreement may not be modified except by written agreement of the Government and the Grantee.
- (19) In any advertisement of the grant-funded project, whether oral or written communications, the Grantee agrees to identify the Lexington-Fayette Urban County Government as the source of the above referenced funds; the Grantee shall not specifically identify any individual or elected official as being responsible for the funds donated by the Government.
- (20) The Grantee agrees to allow the Government to publicize the Grantee's project through the Government's website and other media.
- (21) The Grantee agrees to reference the Lexington-Fayette Urban County Government's Water Quality Management Fee and the Stormwater Quality Projects Incentive Grant Program as a source of funding for the project on any permanent signage or educational brochures, presentations, websites, etc. produced using grant monies.
- (22) The Grantee is solely responsible for assuring that adequate and appropriate insurance or other necessary coverage is maintained during the term of this Agreement.
- (23) The Grantee shall provide equal opportunity in employment as required by applicable federal, state, and local laws, regulations, and ordinances.
- (24) The Government assumes no responsibility whatsoever in the Grantee's project activities. Grantee shall defend, indemnify, and hold harmless the Government from and against any and all liability, claims, damages, losses, actions, costs, expenses, obligations, fines, and assessments of whatever kind, including defense costs and attorney's fees that are in any way incidental to or connected with, or that arise or are alleged to have arisen, directly or indirectly, in whole or in part, from or by Grantee's or its contractor(s), agents, or assigns, negligent acts or misconduct, or errors or omissions, or in any way connected with the activi-

carried out pursuant to this Agreement, the Grant award, or the Stormwater Quality Projects Incentive Grant Program.

- (25) If, through any cause, the Grantee shall fail to fulfill in timely and proper manner its obligations under this Agreement, or if the Grantee shall violate any of the covenants, agreements or stipulations of this Agreement, the Government shall provide the Grantee thirty (30) calendar days to address the deficiency or violation. If the Grantee does not, after the thirty (30) days, come into compliance with this Agreement, the Government shall thereupon have the right to terminate this Agreement by giving written notice to the Grantee of such termination and specifying the effective date thereof, at least five (5) calendar days before the effective date of such termination. In that event, all finished or unfinished documents, receipts and reports prepared by the Grantee shall, at the option of the Government, become its property and the Grantee shall immediately repay to the Government all monies received pursuant to this Agreement less any amount representing just and equitable compensation for the Government's share of any satisfactory work completed pursuant to the Agreement; provided, however, that for any project involving the construction of capital infrastructure, other than feasibility only projects, the Government's share of any satisfactory work completed shall not include feasibility or design costs.
- (26) The Grantee's sole remedy for a breach of this Agreement by the Government shall be limited to the amount of the Grant.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement at Lexington, Fayette County, Kentucky, this the day and year first above written.

LEXINGTON-FAYETTE URBAN COUNTY
GOVERNMENT

BY: *Linda Gorton*
LINDA GORTON, MAYOR

ATTEST:

Deputy
MacKenzie Summers
CLERK, URBAN COUNTY COUNCIL

Grantee Organization: NEIGHBORS UNITED FOR SOUTH ELKHORN
CREEK, INC.
2501 SUNGALE COURT
LEXINGTON, KENTUCKY 40513
BY: *F F W*
NAME: *Frederick F. Woltstein, IV*
TITLE: *PRESIDENT*

The foregoing Agreement was subscribed, sworn to and acknowledged before me by Friderich F. Wehlstein, as the duly authorized representative for and on behalf of Neighbors United For South Elkhorn Creek, on this the 28 day of Feb., 2021.

My commission expires: 9-18-2023.

Debra J. Saulson
NOTARY PUBLIC

ATTACHMENT A
to the GRANT AWARD AGREEMENT
between Lexington-Fayette Urban County Government (LFUCG) and
Neighbors United for South Elkhorn Creek, Inc.

GRANT PROGRAM **2021 Stormwater Quality Projects Incentive Grant Program**
Class A Neighborhood Projects

- Funded through the LFUCG Water Quality Management Fee
- Administered by the LFUCG Division of Water Quality in the Department of Environmental Quality & Public Works

PROJECT TEAM AND CONTACT INFORMATION

Grantee Organization: Neighbors United for South Elkhorn Creek, Inc. (NUSEC)
2501 Sungale Court
Lexington, KY 40513
KY Organization #0733843

F. Wohlstein

Organization President: Fred Wohlstein
859-333-3811 (phone)
fwohlstein@donutdaysbakery.com (email)

Primary Project Contact & Project Manager: Anne Faulconer
859-797-2760 (phone)
trinity321@gmail.com (email)

Secondary Project Contact: Fred Wohlstein
859-333-3811 (phone)
fwohlstein@donutdaysbakery.com (email)

Project Site Location: Dogwood Trace Park
2393 Dogwood Trace Boulevard
Lexington, KY 40514
Parcel #38019450

Property Owners: LFUCG Public Facilities Corporation
200 E. Main Street
Lexington, KY 40507

LFUCG Contacts: Chris Cooperrider, LFUCG Parks and Recreation
Michelle Kosieniak, LFUCG Parks and Recreation

PROJECT PLAN ELEMENTS

All improvements shall be located on the property at 2393 Dogwood Trace Boulevard, Lexington, KY 40514. No other property or right-of-way shall be disturbed without the written permission from the property owners and / or LFUCG. See Figure 1.

The project goals are to improve water quality by collecting and removing debris and other floatables in and around the Brannon's Run Tributary of South Elkhorn Creek in Dogwood Park. This will be accomplished by engaging community leaders and volunteers in a coordinated, quality-assured effort.

The three (3) project elements are:

- A. Planning Streamside Cleanup Event: announce and promote a streamside clean-up day; call for volunteers.
- B. Execute Streamside Cleanup Event: organize and lead groups of volunteers in the streamside cleanup event.
- C. Education and Outreach: provide stormwater education through the repair of the existing sign and the installation of new educational signage in the park. See Figure 2.

REPORTING REQUIREMENTS

In addition to the detailed reporting requirements listed in the Grant Award Agreement, the following special items are noted for this project:

1. The Organization shall provide written authorizations for private property access (including LFUCG Parks and / or Division of Environmental Services) to the LFUCG Grant Manager prior to beginning work in any area for which they are required. This includes stream clean-up activities.
2. Exhibits showing the locations of the stream clean-up locations shall be provided with the final report.

PERMANENT FACILITIES / INFRASTRUCTURE

Does not apply to this grant. Attachment B is not required for this Agreement.

EQUIPMENT

Does not apply to this grant.

GRANT PERIOD & PROJECT SCHEDULE

The grant period starts on the date of execution by the Mayor and extends for the time period as listed in the Grant Award Agreement. Any time extensions must be approved in writing by the LFUCG Grant Manager. The project schedule shown in Table 1 is preliminary. Proposed changes to the project which alter this schedule significantly shall be discussed with the LFUCG Grant Manager prior to implementation.

TABLE 1 – PRELIMINARY PROJECT SCHEDULE

Activity	Anticipated Date
Approval of Grant Award Agreement and Notice to Proceed	Anticipated Winter 2020-2021
Convening of project steering committees to plan project	Within 1 month of NTP, and monthly
Approval of the work plan by LFUCG Parks and Recreation managers	Within 30 days of grant award notification
Advertise for streamside clean-up event and call for volunteers	Approximately 1 month prior to the event
Purchase items necessary to conduct the event	Month or week prior to the event
Hold Streamside Clean-up Event	March - April 2021
Order / Purchase of Educational Sign	Winter - Spring 2021
Placement of Education Sign (Protecting Our Watershed)	Spring-Summer 2021
Final Report to LFUCG	30-days after completion of the project

ADDITIONAL GRANT STIPULATIONS

Note the following additional stipulations related to this project:

1. Organization shall obtain written approval / agreement prior to work being done on properties not owned by the Grantee.
2. Organization proposes a larger cost share beyond that required by the grant program. Budget shall reflect the 28.4% cost share offered in the application (Approximately \$748.00).

PROJECT BUDGET – GRANT ELIGIBLE EXPENSES

Table 2 lists the eligible expenses for this project. Only properly invoiced items shall be reimbursed with grant monies or counted toward the Organization’s cost share.

Any work performed on this project prior to grant award by the Urban County Council and Notice to Proceed from the LFUCG Grant Administrator is NOT an eligible expense and shall not be reimbursed or counted toward the cost share.

Construction cost items given in Table 2 are conceptual and the construction estimate will be revised and submitted to the LFUCG Grant Manager for review prior to construction and again once bids are received. **The Grant is a not-to-exceed amount, and any cost overruns are the responsibility of the Grantee.** Note that the Grant shall not be used to fund any project element

that is required by local, state, or federal regulation in relation to any new development or re-development associated with the stormwater quality improvement project as described herein. Donated professional service hours shall be valued at the Median Hourly Wage for the service provided as calculated by the U.S. Department of Labor, Bureau of Labor Statistics, State Occupational Employment and Wage Estimates for Kentucky (current website: http://www.bls.gov/oes/current/oes_ky.htm).

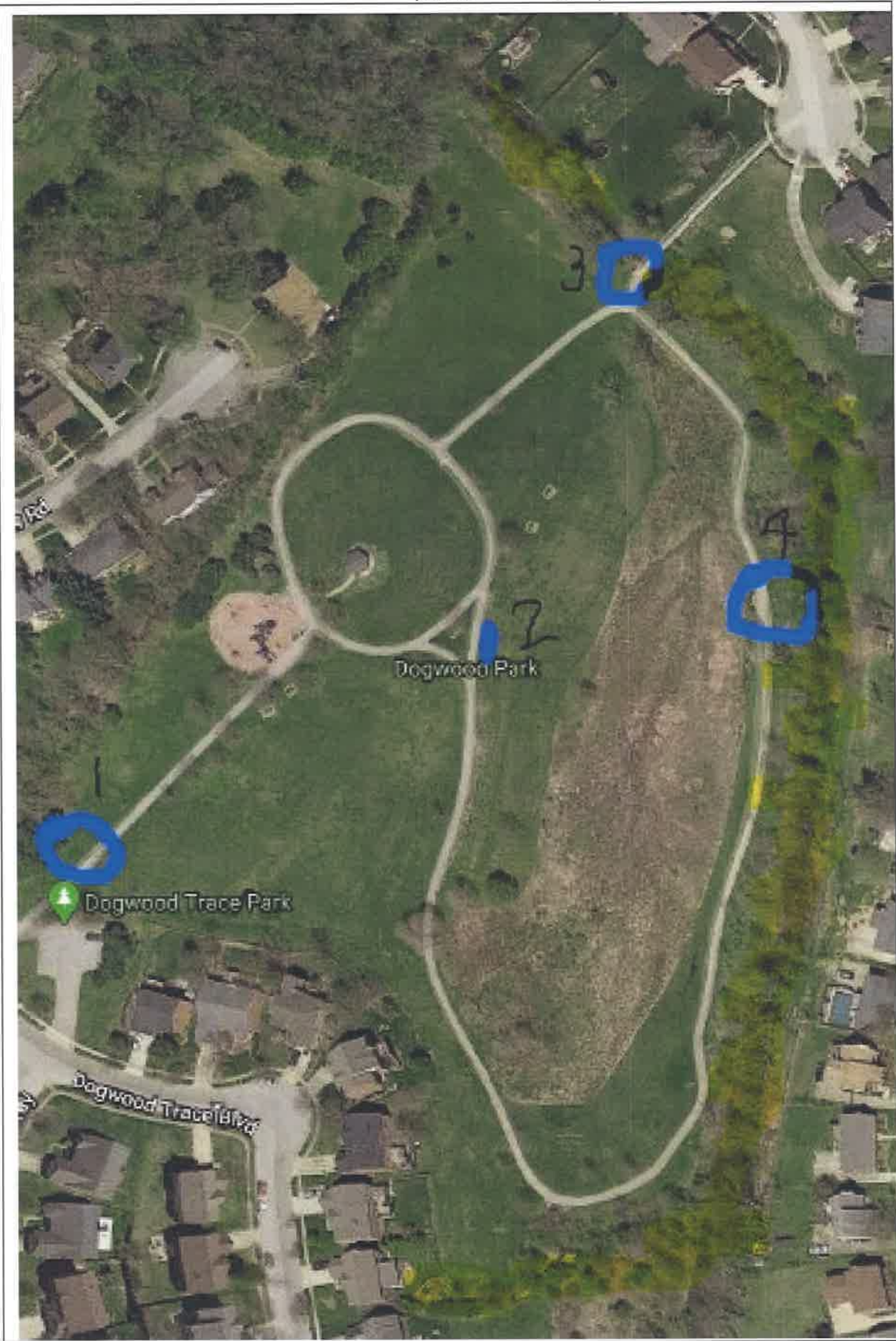
TABLE 2 – ELIGIBLE EXPENSES

	Type of Expense	Participants	Item	Unit Price	Quantity	Funded by Organization	Funded by Grant	Total Expense	
1	Project Element: Grant Management								
2	Donated Professional Service Hours	Grant Manager	Grant Management	\$ 15.16 per hour	20	\$ 303.20	\$ -	\$ 303.20	
3	Project Element: Stream Cleaning								
4	Volunteer Hours	NUSEC Board (4 members)	Volunteer hours for organizing and advertising event	\$ 7.25 per hour (qty 4 x 5 ea)	20	\$ 145.00	\$ -	\$ 145.00	
5	Volunteer Hours	Volunteers - Neighborhood including BSA, GSA	Volunteer hours for stream cleaning event (assume 24 people for 5 hours each)	\$ 7.25 per hour	24	\$ 174.00	\$ -	\$ 174.00	
6	Supplies	Misc vendors	Volunteer support materials and supplies	\$ 475.00 per each	1	\$ -	\$ 475.00	\$ 475.00	
7	Supplies	Rental vendor	Equipment rental	\$ 50.00 per day	1	\$ -	\$ 50.00	\$ 50.00	
8	Mileage	NUSEC volunteer	Mileage to haul trash to waste facility	\$ 0.54 per mile	20	\$ 10.80	\$ -	\$ 10.80	
9	Project Element: Educational component								
10	Educational sign	EnviroSIGNS	Protecting our Watershed sign includes frame for sign*	\$ 985.00 per each	1	\$ -	\$ 985.00	\$ 985.00	
11	Graphic Design	Volunteer	Design logo for workday promotional items	\$ 19.29 per hour	2	\$ 42.90	\$ -	\$ 42.90	
12	Graphic Design	Volunteer	Design logo for workday promotional items	\$ 19.29 per hour	8	\$ -	\$ 150.00	\$ 150.00	
13	Supplies	Misc vendor	Materials for sign installation	\$ 30.00 per each	1	\$ -	\$ 30.00	\$ 30.00	
14	Volunteer Hours	NUSEC Board	Volunteer hours for sign installation	\$ 7.25 per hour (qty 2 x 5 ea)	10	\$ 72.50	\$ -	\$ 72.50	
15	Supplies	EnviroSIGNS	Replicated & replace riparian buffer educational sign	\$ 200.00 per each	1	\$ -	\$ 200.00	\$ 200.00	
16	TOTAL PROJECT BUDGET:						\$ 748.40	\$ 1,890.00	\$ 2,638.40
17							ORGANIZATION SHARE 28.4%	GRANT SHARE 71.6%	
18	COST SHARE % = 28.4% OK								
19	MUST BE > 20%								

FIGURE 1 – 2018 PICTOMETRY IMAGE AT 2393 DOGWOOD TRACE BLVD (FROM PVA)



FIGURE 2 – AERIAL MAP OF DOGWOOD PARK (FROM APPLICATION)



Legend:
Blue circles = potential locations for new educational sign
Yellow highlighted area = proposed locations of streamside clean-up effort

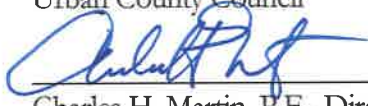
Stormwater Quality Projects Incentive Grant Program



NEIGHBORS UNITED FOR SOUTH ELKHORN CREEK, INC.



TO: Mayor Linda Gorton
Urban County Council

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

DATE: March 4, 2021

SUBJECT: Recommendation for a FY21 (Class A Neighborhood) Stormwater Quality Projects Incentive Grant for Neighbors United for South Elkhorn Creek, Inc.

Request

The purpose of this memorandum is to request approval of a FY21 (Class A Neighborhood) Stormwater Quality Projects Incentive Grant for Neighbors United for South Elkhorn Creek, Inc., in the amount of \$1,890.00.

Purpose of Request

The purpose of the project is to improve water quality by collecting and removing debris and other floatables in and around the Brannon's Run tributary of South Elkhorn Creek in Dogwood Park. Project objectives are to encourage neighborhood participation, alongside other community groups and volunteers; to recognize and remove trash and materials harmful to the water quality of Brannon's Run and the greater South Elkhorn Watershed; and to educate the area neighborhoods, and others, about the South Elkhorn Watershed and the need to protect it. The project elements include a streamside cleanup event, repair of an existing educational sign, and installation of new educational signage.

Project Cost in FY21 and in Future Budget Years

The grant has been approved for FY 2021 funding by the Water Quality Fees Board in the amount of \$1,890.00.

Are Funds Budgeted

Funds are budgeted in: 4052 – 303204 – 3373 – 78112 – WQINCENTIVE_21 – WQ_GRANT

Martin/Albright

