



General Government & Social Services Committee

November 10, 2020
Summary and Motions

Committee chair, Council Member Susan Lamb, called the meeting to order at 1:02 p.m. Committee members Vice Mayor Steve Kay and Council Members Richard Moloney, Chuck Ellinger, James Brown, Bill Farmer, Lisa Higgins-Hord, Fred Brown, Jennifer Reynolds, and Kathy Plomin were present. Council Member Amanda Bledsoe attended as a non-voting member.

Lamb read the following statement: “Due to the COVID-19 pandemic and State of Emergency, this meeting is being held via live video teleconference pursuant to 2020 Senate Bill 150, and in accordance with KRS 61.826, because it is not feasible to offer a primary physical location for the meeting.”

I. **Approval of October 13, 2020 Committee Summary** ([Legistar 1095-20](#))

Motion by Kay to approve the October 13, 2020, General Government & Social Services Committee summary; seconded by Ellinger. The motion passed without dissent.

II. **Identification, Process, and Tracking Change Orders** ([Legistar 1097-20](#))

Hilary Angelucci, Research Analyst, provided a presentation on change orders and a proposed resolution for change orders for construction projects. She reviewed the 2019 Change Order Audit and CAO Policies 15 and 15R; 15R provides a special approval process for projects in the Sanitary Sewer Remedial Measures Plan. Changes orders, contract modifications, and amendments were defined. Angelucci reviewed the change order process; reporting about 50-60 change orders per year for the last four years. The proposal directs the CAO to implement a policy similar to Policy 15R for all construction projects and associated professional services agreements. There are three key components, including that funds must be budgeted to use this policy. There are three tiers of changes, each triggering a specific approval track. The notification process includes an emailed quarterly report and an annual report provided to the Budget, Finance, and Economic Development Committee. Angelucci described the proposal as an opportunity to gain efficiency and improve oversight.

J Brown confirmed any change orders more than 10 percent or \$1M would require council approval and asked about the impact of lowering \$1M to \$500,000. Lowering the percent could be too restrictive but Angelucci will follow up with more information about lowering the dollar amount. F. Brown confirmed the CAO would only approve change orders in Tier 3 under the proposal, compared to the current process where her office reviews all of them. Hamilton explained the commissioner, who the CAO supervises, was added to Tier 2 to increase accountability with higher [dollar] change orders.

Hamilton confirmed she approves of the policy as it is proposed. Moloney confirmed this provides a faster approval track for change orders 10 percent or less of the original contract award. Plomin spoke about the current approval process while the council is on recess, which limits the flow of the construction process; the new process will facilitate that flow and save the city money.

Lamb and Angelucci discussed how all change orders will be recognized in numerical sequence using the same forms outlined in Policy 15 regardless of the tier it falls under, recognizing previous change orders

that may not have gone through council approval. Hamilton stressed the importance of reporting the cumulative total to monitor its comparison to the original bid.

A motion was made by Plomin to approve a resolution amending the change order approval process by authorizing designated personnel, on behalf of the Urban County Government, to execute any necessary changes orders and related documents; seconded by Reynolds. The motion passed without dissent.

Discussion on motion included the following. J. Brown asked about the impact of lowering the \$1M maximum to \$500,000, which Angelucci will follow up with this information before the council votes on this. The majority of the city's big projects are under Water Quality and, likely, this would not have a significant impact. The motion passed without dissent.

F. Brown encouraged this committee, as well as all committees, to report out in this calendar year (before the last council meeting) to clear up information that the current body has been privy to.

A motion was made by F. Brown to report this out to the full Council on December 1, 2020; seconded by Moloney. The motion passed without dissent.

A motion was made by Plomin to remove the *identification, process, and tracking change orders* item from committee; seconded by Kay. The motion passed without dissent.

III. Global Lex Update ([Legistar 1098-20](#))

Isabel Taylor said this update is about communication with limited English speakers during the pandemic. She reviewed the Global Lex website (<https://www.lexingtonky.gov/global-lex>), highlighting how their monthly newsletters have shifted to almost daily updates and the variety of information it provides access to such as driver's education, eviction prevention, and voting. There is an extensive resources section, linking to, for example, local non-profits and language resources that the Lexington Public Library offers. You can access information about COVID-19 in 150 languages. Taylor said about 180 of the 196 language groups in Lexington are small, ranging from an individual family to 400 people, which are the folks that they are most concerned about because of isolation. She showed *Covibook*, a children's book that is translated into many languages to help support and reassure children through COVID-19. The website also features small business information provided by the Small Business Administration, which is offered in 16 languages. Pre-pandemic Global Lex was primarily focusing on the census. Taylor also pointed out that they are expecting new information from Fayette County Public Schools to eventually provide language maps to be used for communication strategies.

Moloney and Taylor discussed the small business economic stimulus grant reaching the international community. Taylor was able to help about six to eight businesses through the application process but said she would have probably done things differently to reach the population she serves. Reynolds confirmed their office has one vacant position, which is frozen; they are also down two vistas. She suggesting sharing their mission statement more often because some people don't know what Global Lex does. Taylor added that the Mayor's International Affairs Advisory Commission has newly established committees, one focusing on outreach, as well as immigration and health.

IV. Complete Assessment of the ESR Program and Recommendations for the Future
([Legistar 1100-20](#))

At the last committee meeting, members referenced a resolution that outlined 1 percent of the general fund for the ESR program but staff discovered this resolution doesn't exist. For discussion purposes, J. Brown provided a draft ordinance to this effect. He asked the chair to allow this conversation, about ESR, priorities, and the total amount budgeted towards social services agencies, to continue in January. Lamb confirmed she would include this on the agenda.

F. Brown spoke about the council's general support of the ESR program and that it is a good policy but he is reluctant to pin anything down in the budget that stipulates a percentage, comparing it to a restricted fund. Moloney talked about prioritizing basic services and paying debt, explaining anything outside of that should be considered when revenue increases. He acknowledged that the city has no idea what next year will bring.

Bledsoe talked about the idea of 1 percent for economic development and setting goals for the city, advocating economic development, just like ESR, is important to the health of our community. She referenced funding differences for homelessness (under ESR and separately) as well as for the Hope Center, emphasizing the need to understand what ESR encompasses in the draft ordinance. Chris Ford, Commissioner of Social Services, confirmed ESR has historically set aside 25 percent of its funds for overnight emergency shelters. This is in addition to the funding directed to the Office of Homelessness per the ordinance. Sally Hamilton, CAO, confirmed her staff is working on a 5-year breakdown of ESR funds (outlining what the funds included and excluded) to help the discussion in January.

Reynolds talked about funding necessary services when a community is in crisis, explaining peoples' view of what is necessary is different. Kay stated these different opinions of essential services get sorted out when a budget is approved. He asked Hamilton to look at the percentage breakdown within ESR, when it was instituted and how it's changed. He acknowledged that the mayor may not have to follow these funding ordinances but it does force the policy to be looked at it each fiscal year.

J. Brown explained the percentage was included in the draft ordinance to allow it to grow with revenue growth and that this legislation was drafted as an ordinance since it would govern the budget. Lamb asked for legal clarification in January related to limitations for imposing future councils to bring forward certain budget items.

V. Items Referred to Committee ([Legistar 1099-20](#))

Lamb confirmed the following items should remain in committee: Lexington History Museum, women pay equity in LFUCG (Reynolds will take over this item), public art master plan, planning commissioner office, on-call/call-back policy, the Explorium, SYJTP (possible update in March), juvenile treatment court, Fayette Mental Health Court aftercare program, a BGADD annual update, and a Global Lex annual update.

A motion was made by Ellinger to adjourn (at 2:35 p.m.); seconded by Plomin. The motion passed without dissent.

Link to video of the meeting: http://lfucg.granicus.com/MediaPlayer.php?view_id=4&clip_id=5244

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