



## General Government Committee May 7<sup>th</sup>, 2013 Summary and Motions

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Chair Steve Kay called the meeting to order at 11:00am. Committee Members present were VM Linda Gorton, Chris Ford, Shevawn Akers, Julian Beard, Jennifer Scutchfield, George Myers, Diane Lawless, Harry Clarke and Ed Lane.

### **1. Approval of the Summary**

Motion by Gorton to approve the summary. Seconded by Clarke. Motion passed without dissent.

### **2. Metro Employees Credit Union (MECU) Lease and Memorandum of Agreement (MOA)**

Francis Block, with the Commonwealth Credit Union, came to the podium and asked the Council if they would be allowed the capability to meet with employees of the LFUCG during employee events such as benefit fairs and provide them other options of products and services. She said that they are the Credit Union for the Kentucky Retirement System (KRS).

Beard asked why she came to the Council instead of approaching the MECU. Block said that she is usually invited to speak to Councils. She said that she was invited to the meeting in a roundabout way by Myers.

Myers said that it might be appropriate to put out to bid through the RFP process, the spaces we are going to lease to them. Myers said that he wants our employees to have the best options available to the MECU. Myers said that if we are going to lease space at a discounted rate, before we enter into that contract, they could decide to issue an RFP instead of just issuing a sole source contract.

Beard said that the owners of the MECU are our employees. Beard said that Commonwealth Credit Union should not be involved at this point.

Block told Council Members that they do have a branches around the State and also in Lexington.

Kay said that the issue is whether they ought to widen the options; he said that they should not debate the merits of one credit union against another.

Ford said that he agreed with Beard. Ford said that any further conversation with the Commonwealth Credit Union is not appropriate at this time.

Gorton said that she would have liked Block to have come to the Work Session so she could speak to all Council Members. Gorton said that she was not averse to having a conversation at some time in the future regarding their participation at employee benefit events. Gorton said that the discussion might need to start with the Administration at the LFUCG.

Myers asked the Law Department to look into whether or not the LFUCG can enter into an agreement with the MECU without issuing an RFP.

Chief Administrative Officer (CAO) Sally Hamilton came to the podium to give an overview of the MOA. She said that it outlines the relationship between the MECU and the LFUCG, what they do for our employees, and what the LFUCG will do for them. Hamilton said that the Administration is fine with the MOA.

Hamilton said that the leases in the packet are the five year leases which increase the MECU's lease payments each year for five years.

Myers asked David Barberie if the LFUCG decides to enter into the agreement, if it would prohibit other entities from addressing our employees at a benefit fair. Barberie said that preserves the right of the MECU to address our employees, but it does not prohibit other entities from addressing our employees.

Gorton thanked all parties for their hard work in completing the leases and the MOA.

Motion by Beard to move the MECU Leases and MOA to the full Council. Seconded by Gorton. Motion passed without dissent.

### **3. CAO Policy #3 Vehicle Use and Assignment**

Jamshid Baradaran, the Director of General Services, came to the podium to present. He said that his presentation would cover any changes to CAO Policy #3. Baradaran said they started working on the changes three years ago. The primary goals for the revisions were clarification of Fleet Management's overall charge and responsibility and clarification of each division and end user operational responsibility.

Baradaran said that the most important goal is the right sizing of the fleet. This involves an overall reduction in operational costs due to gained operational efficiencies as well as replacement unit's classification. Baradaran said he also reviewed environmental impact, primary use, and function of individual vehicle types. Baradaran mentioned a transition to Compressed Natural Gas (CNG) vehicles. He said that they are proposing the transition to CNG compactors.

Baradaran said that they are creating a Vehicle Acquisition Committee consisting of the following membership:

- CAO Office
- Finance Commissioner's Office
- General Services Commissioner's Office
- Public Safety Commissioner's Office
- Divisions of Central Purchasing
- Director of Facilities and Fleet Management
- Environmental Quality and Public Works Commissioner's Office

Baradaran provided clarification of each division and end user operational responsibility. He said that they are defining driver requirements, responsibility, and expectations. The CAO Policy #3 will include an appendix addressing collective bargaining group's SOP regarding fleet usage. It will also include clarification of reporting requirements.

For replacement units, Baradaran is proposing classification adjustments to meet each customer and divisions needs, lowering of Total Cost of Ownership (TCO) through purchasing of highly efficient units and the increased use of Alternative Fuel Technology (AFT) (CNG, Hybrid, EV...).

Baradaran said that they would like to implement the revised policy in July 2013.

Lane suggested adding a Council Member to the Vehicle Acquisition Committee. He also suggested adding a standard logo on all LFUCG vehicles. Lane said that the General Government Committee could look at implementing a standard logo. Finally, Lane said that he supports reducing the number of models of vehicles the LFUCG has because of maintenance and training costs.

Lawless said she agreed with Lane about adding a standard logo to the LFUCG vehicles. She went a step further and said that she has had constituents that report to her that they cannot identify what division the vehicle is from. Baradaran said that they all have unit numbers on them that are six inches high. He said that some of the units do have the division name on them, and as they replace vehicles they will consider adding the division name to the vehicles.

Clarke also supported a Council Member on the Vehicle Acquisition Committee. Clarke said that a member of the Council staff could serve as this representative.

Kay thanked Baradaran for his report.

#### **4. Restructuring Government to Move the Division's of Building Inspection and Code Enforcement to the Commissioner of Planning**

Derek Paulsen, the Commissioner of Planning, came to the podium. He said that the reorganization came out of discussions between Hamilton, Public Safety Commissioner Clay Mason, and himself.

Paulsen said that the main rationale for the reorganization is a dedicated neighborhood focus, a one stop shop, civil enforcement coordination, and Capacity Assurance Program (CAP) management.

Paulsen said that the reorganization has a strong neighborhood focus. He said that it starts with land use decisions and moves to neighborhood design, neighborhood construction, neighborhood maintenance, and neighborhood preservation.

Paulsen said that the one stop shop will allow for better coordination between divisions most directly involved in commercial and residential development. He mentioned coordination between the Divisions of Planning, Building Inspection, and Revenue. He said they will begin with Commercial permits and will eventually move to online permitting of commercial and residential permits. Paulsen said that they want to purchase and use Accela software.

Paulsen mentioned civil enforcement coordination. Paulsen said that the reorganization will combine the main divisions charged with civil enforcement.

Paulsen said that Planning and Building Inspection are essential to efficient management of CAP and without good coordination between divisions, development may be negatively impacted.

Clarke told Paulsen that he supports the reorganization.

Paulsen mentioned the Secured by Design program. He said that the program has a maintenance aspect. He said that he wants to ensure good coordination with our Public Safety divisions.

Clarke thanked Paul Schoninger for his summary on the history of the two divisions.

Akers thanked Paulsen and said she supports the reorganization. She thanked Schoninger as well.

Akers asked Paulsen if he would be cross training so that a code enforcement officer could do numerous types of enforcement. Paulsen said that building inspection is slightly more difficult to cross train, but he thinks that there are opportunities for cross training.

Lane said he also supports the reorganization.

Motion by Lawless to move the reorganization of the Divisions of Code Enforcement and Building Inspection to the Commissioner of Planning forward to the full Council. Seconded by Lane. Motion passed without dissent.

#### **5. Items Referred to Committee**

Motion by Clarke to remove CAO Policy #3 Vehicle Use and Assignment / Fleet Right-Sizing, the Lease Agreements and PSA with the Metro Employees Credit Union, and the Restructuring of Government to move the Division of Building Inspection and the Division of Code Enforcement to the Commissioner of Planning from Public Safety from the items referred list. Seconded by Gorton. Motion passed without dissent.

The relationship with the BGADD and the Procedure for Underwriting or Sponsoring one of our Facilities or Parks will be on the June agenda.

*Submitted by Jenifer Benningfield, Council Administrative Specialist*