

General Government Committee

August 21st, 2012

Summary and Motions

CM Ed Lane chaired the meeting and called it to order at 11:00 am. All committee members were present.

Approval of Summary

CM Blues made a motion to approve the summary from the March 6th, 2012 meeting. Seconded by VM Gorton. Motion passed without dissent.

Fleet Right-Sizing

Jamshid Baradaran began his presentation on fleet right-sizing. He said that the FY2012 fleet budget was \$7,313,231. \$5,848,116 of the fleet budget was used for fuel. LFUCG currently owns and operates 1,520 vehicles, including automobiles, pickup trucks, vans, dump trucks, bucket trucks, refuse trucks, buses and street sweepers. Police have the largest number of vehicles within their fleet, with 693 vehicles assigned to their division. Since FY2009, LFUCG's fleet has been reduced by 55 vehicles to 1520.

Baradaran told committee members that he would like to focus first on the downtown fleet of 80 vehicles when determining potential reductions. He said that Engineering, Code Enforcement and Building Inspection have the largest number of vehicles assigned.

Baradaran said that average mileage is only one of the factors that General Services will review when they begin to reduce the fleet. He told committee members that General Services has looked at companies such as ZIPCAR for fleet sharing. He said that Fayette County's size would be prohibitive for this type of program but did note that ZIPCAR could offer software and hardware if it is determined that fleet sharing should be implemented. He went on to say that he has met with Ford Corporation to explore leasing opportunities and that the state contract could allow for rental options.

General Services has identified 12-14 downtown vehicles that could be immediately eliminated.

Baradaran told Committee members that LexPark will begin working on the Annex Garage and renovations are expected to last eight months. The downtown fleet will be displaced during that time period.

CM Beard asked Baradaran about the use of the Mayor's Office vehicle by security personnel and Baradaran explained that security often uses the vehicle to observe properties away from downtown and said that this ensures that not all miles are being put solely on the vehicles assigned to security.

VM Gorton mentioned hybrid vehicles and asked about specific division's use of fleet. VM Gorton also mentioned the potential to reimburse mileage instead of owning a large fleet. Baradaran told VM Gorton that reimbursing mileage is an option that they have discussed.

CM Kay asked Baradaran if he could provide data on fleet size farther back than three years. Baradaran said that the fleet size in 2009 is among the largest. He will provide this data to Committee members.

CM Myers asked Baradaran about alternative fuels. CM Myers mentioned the Clean Cities Program and the potential to receive federal grant money. He also mentioned the money that was budgeted for GPS. Baradaran said that \$50,000 has been budgeted.

CM Martin asked for a five or 10 year history on the fleet. He said that his goal is to have a capital plan for five or 10 years. CM Martin mentioned the possibility of downsizing vehicles. Baradaran said that there are LFUCG vehicles that could be replaced with smaller, more fuel efficient models. CM Martin said that it is important for employees to have the tools they need to do their jobs, but stressed that there may be employees that do not need all the capacity they currently have.

CM Lane asked Baradaran about fuel costs. CM Lane said that he would like General Services to look at the most fuel inefficient vehicles for reduction opportunities. CM Lane asked who determines what types of vehicles are purchased and was told that division directors put in the requests. CM Lane asked Baradaran to evaluate fuel savings.

CM Myers asked Baradaran to look at the Clean Cities Grant. He also requested a review of what other cities are doing and how effective they are. He asked Baradaran to look at alternative fuels and work with surrounding counties to install the appropriate fueling stations.

CM Lane asked that a proposed policy for managing and maintaining the fleet be submitted by General Services to the General Government Committee.

Website Linking Policy

Scott Shapiro of the Mayor's Office presented his draft website linking policy. Shapiro said that LFUCG should not create hyperlinks except for non-political, non-profit organizations, official local, state and federal government organizations, and public

educational organizations. He did say, however, that there may be exceptions and mentioned LEXserve. Shapiro said that if a private company provides a service to the public through LFUCG, then they could link, as would be the case with LEXserve.

Shapiro told committee members that a disclaimer will be on the bottom of the homepage explaining that LFUCG does not have control over content on external links.

Shapiro said that there are currently 100 employees that have administrative privileges to edit the website. They will be required to sign a copy of the website linking policy.

LFUCG will not build websites for other organizations.

CM Lane mentioned that since this was a CAO Policy, there are two ways it could be adopted. He asked Shapiro if he would like to submit it to the Council for resolution or if he would like to bring a revised document back to the General Government Committee and they could then submit it to the Council for its recommendation to the administration. Shapiro said that he will make the appropriate revisions and then bring it back to the General Government Committee for further discussion.

CM Myers mentioned the group Friends of the Skatepark. Shapiro said the draft policy would require that the entity provide a service if it were to be linked. CM Myers asked that the Department of Law look at the agreement and provide an opinion.

VM Gorton expressed concern about putting 'friends' groups on the website. CM Blues said that he would like to see what other municipalities do. CM Myers said that he wants to be inclusive and noted that the 'friends' groups all have relationships with LFUCG.

CM Lane asked Shapiro to include language that specifies whether or not Council's ratification of an agreement with a specific 'friends' group could authorize putting that group on the LFUCG website.

Update on Fee and Tax Delinquent Contractors

Director Bill O'Mara came to the podium and gave a brief update on the issue of fee and tax delinquent contractors that have contracts with LFUCG. He told committee members what the process is when a contractor is selected. He said that the Division of Purchasing has a review process and that all applicants that are awarded business must have their paperwork completed and must be current with all fees. Purchasing then sends their information to the Division of Revenue. Once awarded the contract, they must become licensed. O'Mara said that he thinks the process works well.

Items in Committee

CM Blues said that CM Farmer had placed lease agreements into the General Government Committee. CM Lane said that leases would be on the agenda for the next meeting.

CM Myers told Committee members that the Friends of the Dog Park website is linked to the LFUCG website.

CM Kay asked about 3.101 of the Council Rules. CM Lane said that he placed the issue into the General Government Committee so the committee could discuss not requiring a vote on certain types of resolutions. CM Kay asked that the item be added to the agenda of the next meeting.

CM Kay made a motion to add the Resolution to Amend Section 3.101 of the Council Rules to the next General Government agenda. Seconded by CM Ford.

After much discussion regarding the process of adding an item in a standing committee to an agenda, CM Lane ruled the motion out of order. However, CM Lane agreed to place the item on the agenda without a motion.

CM Beard suggested that the Metro Employees Credit Union lease be added to the agenda of the next meeting.

Myers made a motion to adjourn. Seconded by Gorton. Motion passed without dissent.

Submitted by Jenifer Benningfield, Council Administrative Specialist